Field Reporting Tool
User Manual

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Login

In the Login page, the user has to insert his username and password provided. When an error occurs, a message will be displayed informing the user. The first time the user logs in, he has to choose the PIN. The PIN allows the user to login faster than using username and password.

Main User Area

The Main User Area displays a map centered on the user position. The user position is highlighted with a red cross icon. On the map are displayed the events and the tracks linked to the user enabled missions. The left menu contains a set of icons that allow the user to:

- Back to the Main User Area;
- Open the missions list;
- Create a new text-based event;
- Create a new event with a photo attached;
- Create a new event with an audio track attached;
- Upload the current mission to the server;
- Start or stop the user tracking;
- Open the Settings View;
- Exit the application.

**Missions List**

The view displays the missions list present on the user device; for each mission it is displayed the creation date, the number of events and the number of the tracks that belongs to the mission. The view contains a set of icons that allows the users to:
- Open the details of the current mission;
- Delete the mission from the device;
- Set the mission as the current one;
- Enable the mission.

When the user set a mission as current, every event or track create by the user will belong to that mission. When the user enable a mission, all the events and tracks linked to that mission are displayed in the map.
The mission details View contains 3 tabs:

- General: allow the user to edit name and description of the mission;
- Events: displays the events linked to the mission, and allow the user to show the details;
- Tracks: displays the tracks linked to the mission

Once opened the event detail view, the user can add or delete the attachments of an event.

Add Text Event
The view allows the user to create a new event, and specify a title and a description for that. Once the Save button has been pressed, the user will be redirected to the Main Page, and the new event will be displayed.

**Add Attachments to an event**

![Image: Attachments icon on a map]

From the Main View, it is possible to create events that contain a photo or an audio track. When the user taps the icon, the capture view will be open, and once the event has been created and the attachment has been linked, the user will be redirected to the Main Page, and the new event will be displayed.

**Add Track to an event**

![Image: Track icon on a map]
When the user clicks on the icon, the GPS tracking process starts, and the user position will be stored. The icon will become yellow signaling the tracking process is in progress, and the track will be drawn on the map following the user movements. If the user clicks again, the GPS tracking will stop, and the track will be linked to the current mission. GPS tracking process will work properly even if the device is in background mode.

Settings

In the Settings View it is possible to:

- Define the time between automatic uploads;
- Automatic upload at every mission update;
Edit the server URL;
Start the tracking process at startup;
Choose the map type (terrain, road, satellite);
Enable the automatic map placement: in case the user position is no longer visualized, the map is centered about it;
Change the coordinate system;
Change the date format;
Change authentication data (username, password and pin)