

# How to Mark a Crab Trap as Removed

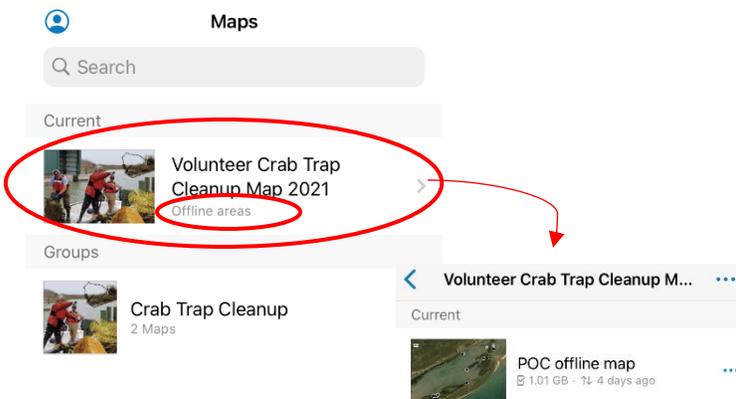
Note: These instructions show the Collector app on an iPhone. It looks a little different on Android or Samsung.

Note: Before proceeding you will need to have downloaded an Offline Area Map to your phone. If you have not done so, please see other instructions.

**Before Going Out on any given day, Sync your map to get the latest updates. See below.**

Open the Collector app. If you have downloaded an Offline Area Map, you will find it listed under Current / Volunteer Crab Trap Cleanup Map 2021.

## 1. Open your Offline Area Map.



In this example, I have named my map "POC Offline Map". Yours will be whatever you named it. If you did not rename it, it will show as "Area 1".

## 2. Tap the title to open the map.



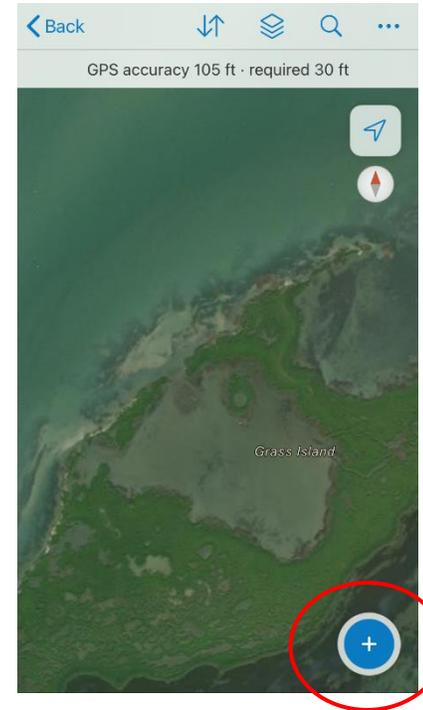
You will see traps removed by others and traps marked during the aerial survey.

The white dot with X means the trap was removed. Black dots are traps spotted during the aerial survey that need to be removed.

A blue dot on the map is your current location.

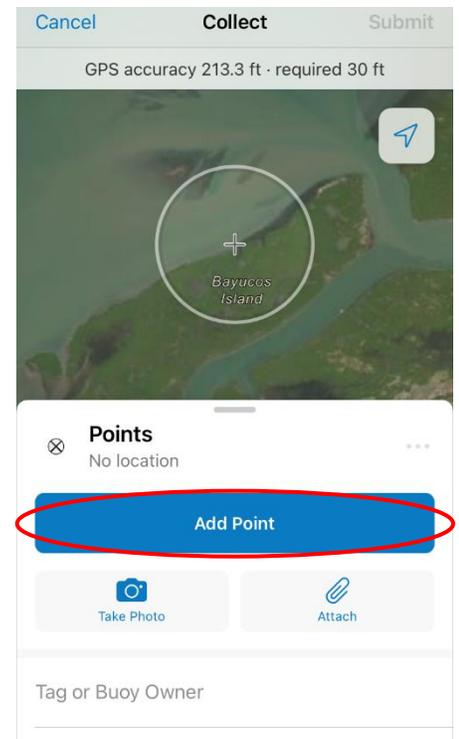
Zoom in and out by pinching and spreading the map with your index finger & thumb. Because the map is offline it will only show the area that was downloaded.

## 3. To mark a trap as removed, select the blue button in the lower right.

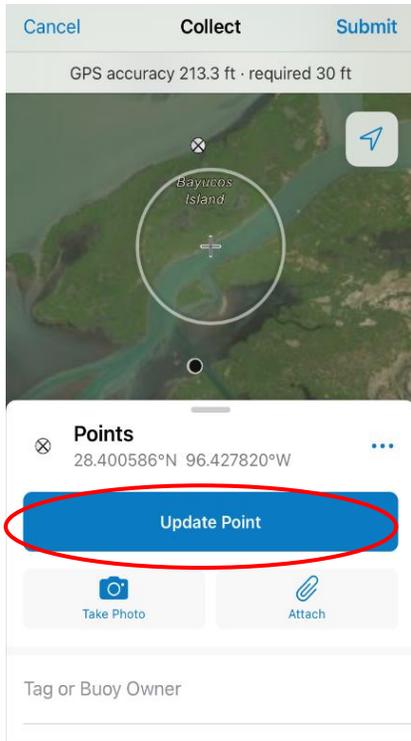


A crosshair will appear.

Move the crosshair to the desired location then select "Add Point"



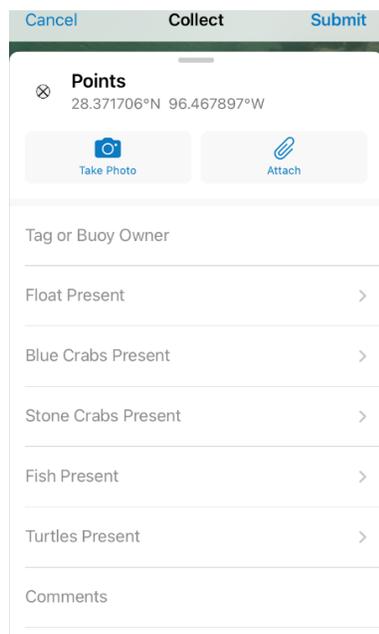
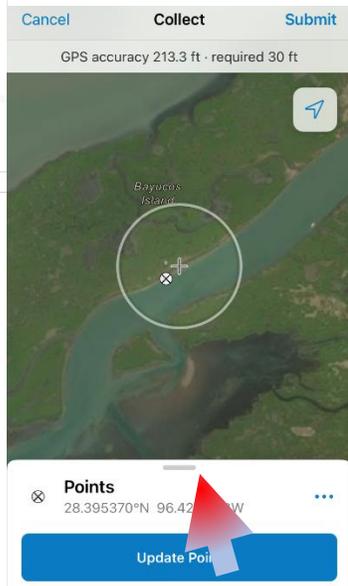
A white circle with X will appear on the map.



You can adjust the location by moving the map with your finger then select Update Point.

If you don't want to move or update the point, continue to the data entry.

4. Pull upward on the **Points** section of the screen to complete the **Trap Data** questions.



**Please fill in ALL questions.**

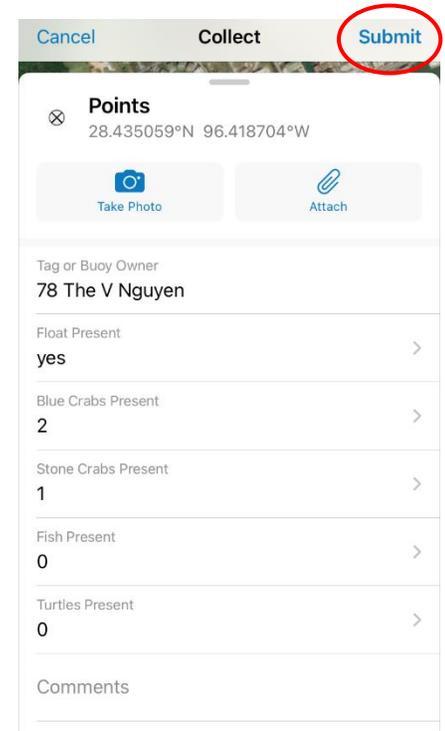
**Tag or Buoy Owner:** Type in the owner's name and if present, the license number.



Add interesting or unique information in the comments such as an unusual critter found in the trap or any helpful information about the location or trap condition.

**If you cannot remove the trap**, for example if it is buried in mud or shell, mark the trap location, and put add comment like "unable to remove" or "utr".

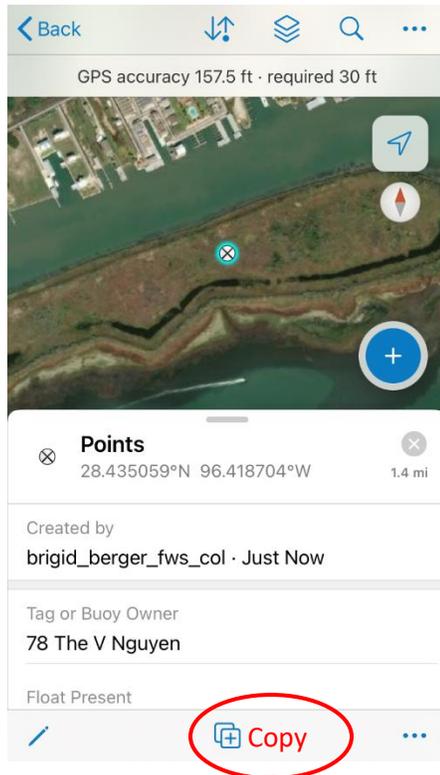
5. After filling in all the questions, select **Submit** in the upper right corner.



## Quick Tip

### COPY

If there are multiple traps at one location or if you find a trap with the same Owner, rather than typing the name again, use the **COPY** button to add information to a new trap.



Select a previously submitted point, select the **Copy** button then move to the new location and select **Add Point**.

The trap data will copy over to the new trap location. You can change any of the copied information as needed.

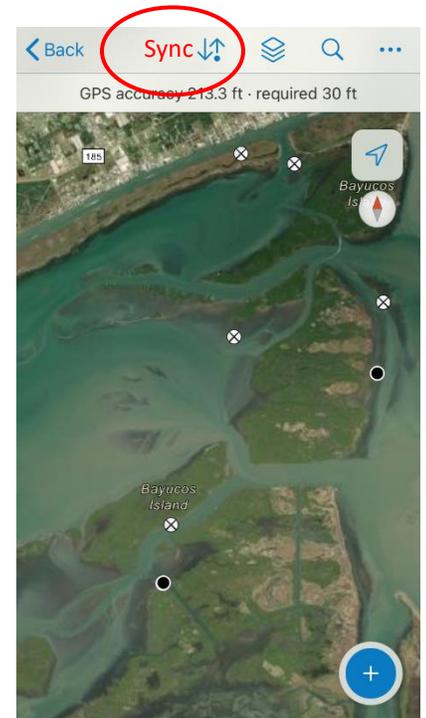
You can go to any previously submitted point, select it and copy the information to a new trap.

## 6. SYNC YOUR DATA

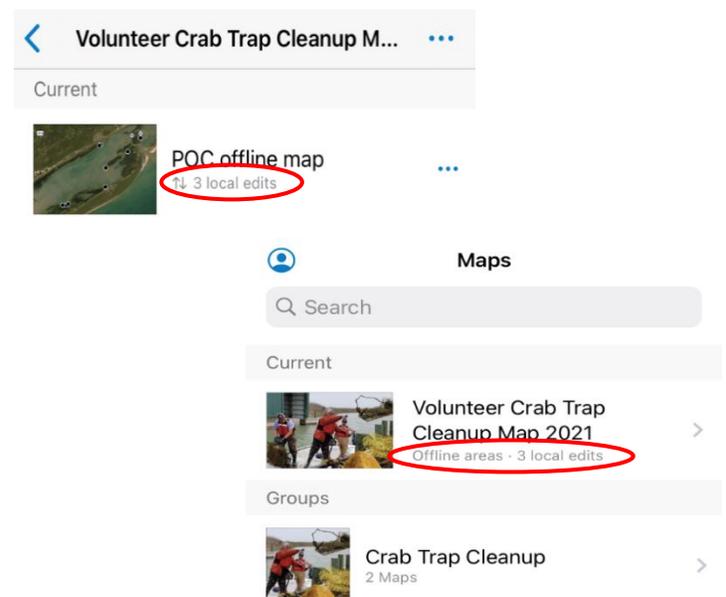
One **FINAL STEP** necessary step!  
When you are connected to Wifi again  
You must Upload your traps & data.

On your Offline Area Map, if the **Sync** button (up/down arrows) has a *little dot* this indicated there are traps on your phone that need to be uploaded.

Sync your data by tapping on the Sync button (up/down arrows).

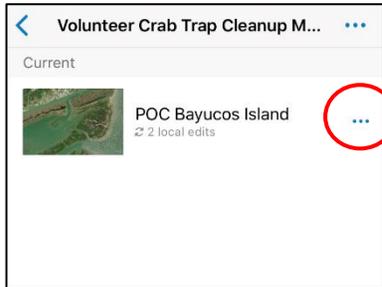


Note: When you have data that needs to be synced, there will be a message about "local edits" on the both the **Volunteer Crab Trap Cleanup Map screen** and the **Maps screen**.



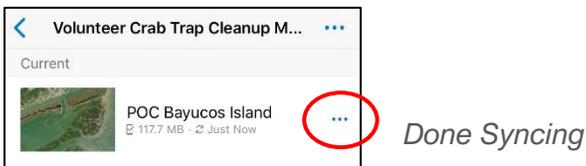
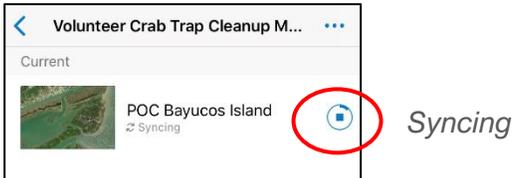
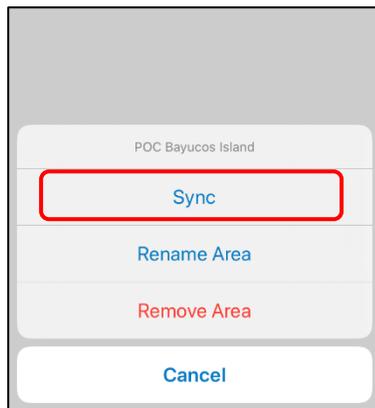
You can also Sync your data from the Volunteer Crab Trap Map screen.

1. Select the ellipsis (3 dots) to the right of the map title.



A menu will display.

2. Select Sync.



After syncing is complete, your removed traps (points) and their data are visible to everyone (once they have synced).

And, after syncing, you will be able to see the traps removed by others (if they have synced)

**IMPORTANT!**  
**SYNC SATURDAY MORNING**  
Before you go out to pick up traps on Saturday, please sync your map. The aerial survey will be completed on Friday and syncing your map late Friday evening or on Saturday will enable you to see the traps were marked during the aerial survey.

For questions about the Collector app, please contact

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