

Please complete first three steps below when you have Internet!!

- 1. Open your device and make sure your location (GPS) is On, if it is On, go to next page 'Download and Install Survey123'
 - Check if location is on in Apple product
 - \circ $\,$ Go to setting, then Privacy, then location services should show On, if it is not On, click into it to make it always On

Settings		Settings Privacy		
Notifications			<	
Sounds & Haptics		Location Services	QI	
Do Not Disturb		Contract	<	
Screen Time		Calendars		
		Reminders		
General	20	Se Photos		
Control Center	2	Bluetooth Sharing		
Display & Brightness	>	Mcrophone		
Wallpaper		Speech Recognition		
Siri & Search		Camera		
Face ID & Passcode		· Health		
Emergency SOS		O HomeKit		
Battery		7 Media & Apple Music		
Privacy		Motion & Fitness		
		As applications request access to your data, they added to the calogories above.	41.94	
Tunes & App Store	>	As applications inspired access for your social acc	seria data	
Wallet & Apple Pay	2.0	Way will be added in the categories above.		

- Check if location is on in Android product
 - Open your device at home page, swipe from very top down, it will bring out the top setting bar, make sure the Location icon is blue (On), if not, tap it to make it blue (On)





2. Download and Install Survey123

• Open your app store or Play store in your device:



• In app store, type survey123 in search and then click 'Get'/'Install'



• Once it is downloaded, it will show 'open', click open to open the app



• when device is opening the app, it will ask to access your location or your gallery or apps on your phone, please choose 'Allow' for all requests





• once the app is opened, it will look like this. Please leave the app when you reach this page



3. Download the 'Fauna survey'

• Go to your camera, scan the QR image below





SOP for the Native Fauna Monitoring App

• Once QR code is scanned, it should Pop up a message of open Survey



- It will automatically start download the survey and open the survey
 - Once you reach this stage, the survey is on your device. You no longer need to scan the code again
 - To leave the survey click the top left cross button and choose 'Close this survey and loose changes'



4. Fill out a Survey (not necessary to have internet)

When you out in the field and noticed a threaten species: Kiwi, falcon, bat, blue duck, fern bird, etc. <mark>You must fill out the survey at your observed location.</mark> The survey will work, even there is no reception

• Open survey123 and choose 'EV09-Indigenous Fauna Monitoring'



SOP for the Native Fauna Monitoring App

Survey123 for ArcGIS		_		×
My Su	rveys		J.	\equiv
PAN PAC FOREST PRODUCTS LTD Native Fauna Monitoring				
EV09 Indigenous Fauna Monitoring				
Click 'Collect'				
PAN PAC IDENSIFICATION Native Fauna Monitoring Modified: 3/06/20 11:29 AW				
This template includes all XLSForm features supported in Survey123 for ArcGIS.				
Collect	$\mathbf{\mathcal{D}}$			
• Fill out all the fields in surve	ey accordir	igly, the	e field	ls with *
completed, click the tick bu	tton at the	botto	m and	l choose



Important survey notes:

• Make sure the satellite Icon is On in your survey to pick up your current location, if not, please follow the first page to turn on your location in your device

are compulsory and cannot be blank. Once

'Send now'



SOP for the Native Fauna Monitoring App

My Surveys	X Indigenous Fauna Monitoring 🚫 \equiv
PAN PAC FOREST PRODUCTS LTD Native Fauna Monitoring	Date: * Monday, 6 Ju (b) 12:04 (S) Forest: *
EV09 - Indigenous Fauna Monitoring	MOHA TNGO HLOT Block: *

- Survey will only be uploaded when you have reception, when you out in the field with no reception, it will automatically save to your outbox, when you submit. It will show a green icon on your survey
 - If you have any green icon on your survey, it means there are some surveys stuck in your outbox, please click the send button in outbox to re-send them, when you have reception/Internet

	P Na M Th	EV09 - IN AN PAC Instructions ative Fauna Ionitoring is template include pported in Survey 1	ndigenous Fauna Aonitoring Owner: survey.admin_PanPac Created: 10/03/20 3:00 PK Modified: 3/06/20 11:29 A s all XLSForm features 23 for ArcGIS.	 Survey123 for ArcGis EV09 - Indigenous Fauna Mo Outbox for_block:PHARAZYN, forest:GWAV, forest_type log_activity:no, observor Modified 6/07/2020 11:59 AM 	-
© Survey123 for ArcGIS – □ My Surveys	× • =				
PAN PAC FOREST FORODUCTS LED Native Fauna Monitoring			: >		
EV09 - Indigenous Fauna Monitoring		Outbox	× >	List Map	↔ Send