

## ADD A NEW STRUCTURE

1. IDENTIFY A STRUCTURE TO ADD
  - **Note:** Make sure it is not already on the map.
2. DRAG AN ICON TO THE STRUCTURE'S LOCATION\* ON THE MAP
  - **Note:** Place the icon on the center of the building.



3. ENTER INFORMATION ABOUT THE STRUCTURE\*
  - Populate the "Name" field with the structure's name:

Required Optional

Name: **Denver Fire Department Sta**

Finished Editing:

- Add the structure's address, if you have it (not required):

Required Optional

Address (Physical): **745 West Colfax Avenue**

City: **Denver**

State: **CO**

Zip Code: **80204**

4. CLICK THE "FINISHED EDITING" BOX

Save Undo Redo

Fire Station/EMS Station

Required Optional

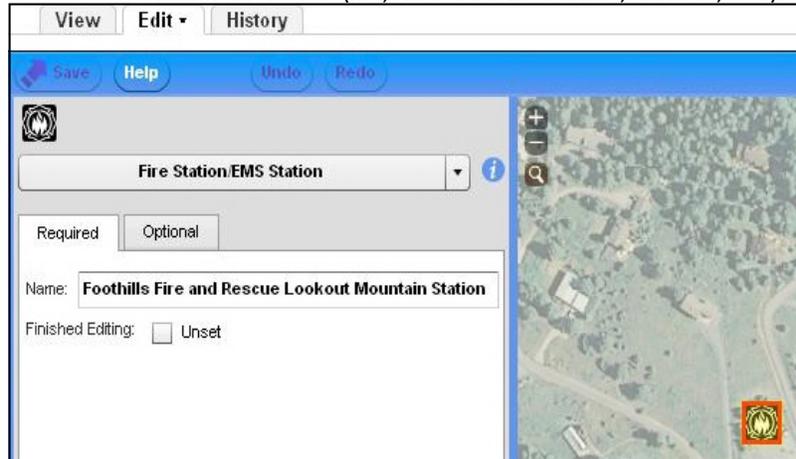
Name: **Denver Fire Department Station 1**

Finished Editing:

5. CLICK THE "SAVE" BUTTON

## EDIT AN EXISTING STRUCTURE

1. SELECT AN EXISTING STRUCTURE TO EDIT
  - **Note:** Existing structures are icons with a red outline.
  - **Note:** Clicking on the icon will reveal its information in the menu on the left (i.e., the structure's name, address, etc.).



2. VERIFY THE STRUCTURE'S LOCATION\* AND PLACEMENT

- **Note:** Place the icon on the center of the building.

INCORRECT:



Icon not on building

CORRECT:



Icon on center of building

3. VERIFY THE STRUCTURE'S INFORMATION\*

- Check the structure's name. Correct the name, if needed.

Required Optional

Name: **Foothills Fire and Rescue Look**

Finished Editing:

- **Optional:** check the structure's address in the "Optional" Tab. Correct the address, if needed.

4. CLICK THE "FINISHED EDITING" BOX

- Click the box if you looked at an existing structure and didn't change any information because it was correct.
- Click the box if you looked at an existing structure feature and made changes.

Save Undo Redo

Fire Station/EMS Station

Required Optional

Name: **Foothills Fire and Rescue Lookout M-**

Finished Editing:

5. CLICK THE "SAVE" BUTTON

\*Acceptable ways to get name, address, and location information include:

- (1) official website of the feature (e.g., a school website),
- (2) phone call to confirm name and address,
- (3) local knowledge (e.g., you know the location and name of the library in your neighborhood), or
- (4) visual confirmation (e.g., in person).

# STRUCTURE FEATURES

FEATURE	FEATURE DESCRIPTION	EXAMPLES
 School	A building or building complex used as a learning center for children grades kindergarten through high school, excluding daycares and schools that are only kindergarten and younger.	<p><u>INCLUDES:</u> Elementary schools, middle schools, high schools, and private K-12 schools</p> <p><u>DOES NOT INCLUDE:</u> Preschools, kindergartens, daycares, headstart programs</p>
 College / University	A building or building complex used as an institution of higher learning that grants a degree at the completion of a course of studies.	<p><u>INCLUDES:</u> 4-year universities, community colleges, and technical colleges</p> <p><u>DOES NOT INCLUDE:</u> Trades schools such as cosmetology schools</p>
 Fire Station / EMS Station	A building that contains fire-fighting equipment and personnel or a provider of combined fire-fighting and rescue services.	<p><u>DOES INCLUDE:</u> Fire departments with combined emergency medical services operations and/or rescue services</p> <p><u>DOES NOT INCLUDE:</u> Ambulance stations not part of fire-fighting services, fire equipment storage facilities, fire hall meeting facilities</p>
 Law Enforcement	A building that houses police stations or sheriffs' offices.	<p><u>DOES INCLUDE:</u> Police stations, sheriffs' office, state trooper or highway patrol</p> <p><u>DOES NOT INCLUDE:</u> Police offices in shopping malls or strip malls, federal law enforcement, park police, school police, railroad police, postal inspectors, locations with administrative functions only</p>
 Prison / Correctional Facility	A building or complex for the confinement of persons convicted of crimes.	<p><u>INCLUDES:</u> State or federal prisons, long-term juvenile detention facilities</p> <p><u>DOES NOT INCLUDE:</u> Short-term holding facilities such as a jail at a police station or court house, half-way houses, minimum security locations, prison camps or work sites, administrative offices</p>
 State Capitol	A building occupied by a State legislature.	
 Hospital / Medical Center	A building or building complex providing general medical or surgical inpatient care.	<p><u>INCLUDES:</u> General hospitals, specialty hospitals (such as children's', cancer, maternity, substance abuse, psychiatric, and rehabilitation hospitals), Veterans Administration hospitals</p> <p><u>DOES NOT INCLUDE:</u> Psychiatric or behavioral facilities that are not hospitals, long-term care medical centers or nursing homes, walk-in centers or outpatient clinics, imaging centers, medical doctors offices, rehabilitation centers</p>
 Ambulance Services	A building providing a service to transport emergency patients and administer emergency medical treatment.	<p><u>INCLUDES:</u> Air ambulance, ground ambulance, ambulances not operated by fire department but co-housed at a fire station, rescue vehicles not associated with fire department</p> <p><u>DOES NOT INCLUDE:</u> Ambulance services operated by and housed in a fire station, ambulances for transportation only (not providing medical care), special needs transports, ambulances operated by hospitals/medical centers, ambulance dispatch centers</p>

# VIEW TAB

The image shows a screenshot of the USGS National Map Viewer interface. The main map area displays a detailed view of the Denver, Colorado region, including major highways like I-76, I-25, and I-70, and various landmarks such as the Rocky Mountain Arsenal National Wildlife Refuge and several airports. The interface includes a top navigation bar with 'View' and 'Edit' tabs, a search bar on the left, and a layer selection panel on the right. Red arrows point to specific UI elements, and blue callout boxes provide instructions on how to use them. A large orange-bordered box on the left contains text about the 'View Tab Display'.

**USGS The National Map Corps**

View and Edit tabs | **View** | Edit | Log in here | log in | sign up

**VGI Structures**  
The National Map  
OSM Collaborative Prototype

Search Where am I?  
examples: 'Denver', 'Blake Street, Denver, Colorado', more examples...  
Go

OSMCP Project Editing Guidelines  
The National Map Corps

Search bar

Important links

Use to pan around map. You also can hold down your mouse button on the map and drag to move the view.

Zoom in and out. You also may be able to zoom in and out using the roller ball on your mouse.

Base Layer  
● The National Map  
● Aerial Imagery (NAIP)  
● Classic Topographic Quads  
● Quad Index  
Overlays  
■ Data

**View Tab Display**

This is the default view when you go to the Potlatch editing interface. To see the points and to edit, click on the Edit tab next to the View tab at the top.

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# EDIT TAB

**USGS The National Map Corps**

View Edit

Save Help Undo Undo

Save button. Save often! You cannot undo an edit after you have saved.

Undo button will undo your last change.

Background tab. Only use "Aerial Imagery (NAIP)" to place points.

Zoom in and out.

The structure point features. Click and drag an icon to place it on the map.

Feature has been edited by a volunteer. All edited points have a green border.

Existing feature that has not been edited. All unedited points have a red border. Once a point has been edited and saved the border will turn green.

Aerial Imagery background. This is the background that should be used for editing.

Search Where am I?  Go

examples: 'Denver', 'Blake Street, Denver, Colorado' more examples...

OSMCP Project Editing Guidelines The National Map Corps

Background

Loading data...

OSM Collaborative Prototype

Education:

Emergency Response and Law Enforcement:

Government and Military:

Health and Medical:

Mail and Shipping:

Public Attractions and Landmark Buildings:

Accessibility | FOIA | Privacy | Policies and Notices

## Edit Tab Display

This is the view from the Edit tab. This is where you can edit existing points and add new points. The attributes for a point show up when the point is selected.