


EERI Post-Earthquake Reconnaissance Workshop  
hosted by the EERI Student Leadership Council

# FieldNotesPro & LT

April 3, 2015



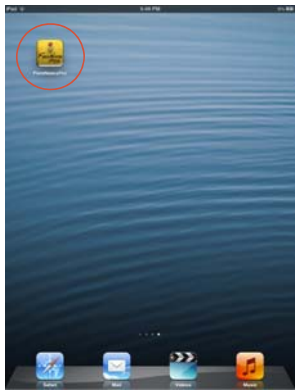
### 1. Download the App

- **iOS Devices:** Search "Field Notes" in App Store
  - FieldNotesPro: \$9.99
  - FieldNotesLT: \$0.99
- **Android Devices:** Search for "Field Notes" in the Google Play Store
  - FieldNotesLT: free




### 2. Open the App

- Tap the App icon



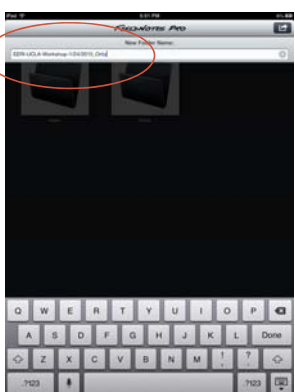
### 3. Create a New Folder

- Tap the plus sign button at the top left



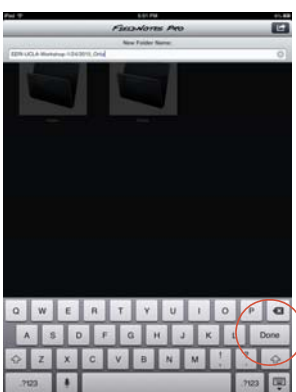
### 3. Create a New Folder

- Type: EERI-UCLA-Workshop-1/24/2015\_lastname




### 3. Create a New Folder

- Tap Done on the keyboard



**4. Open Folder**

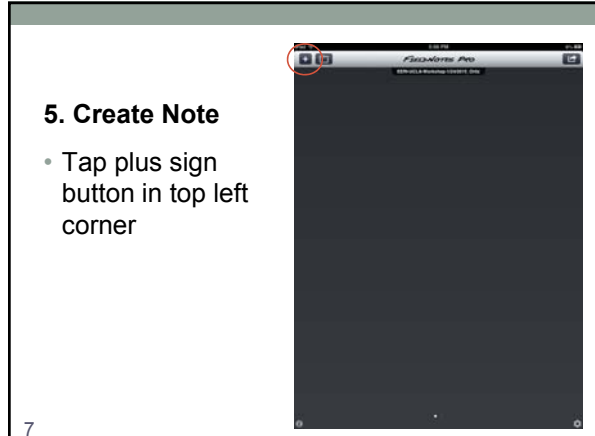
- Tap the folder



6

**5. Create Note**

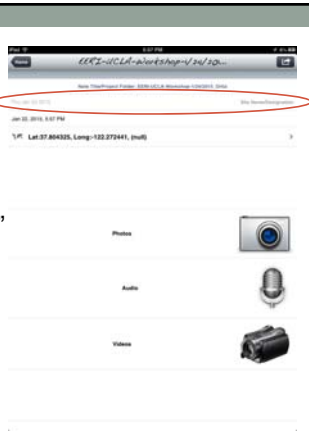
- Tap plus sign button in top left corner



7

**6. Enter Site Name**

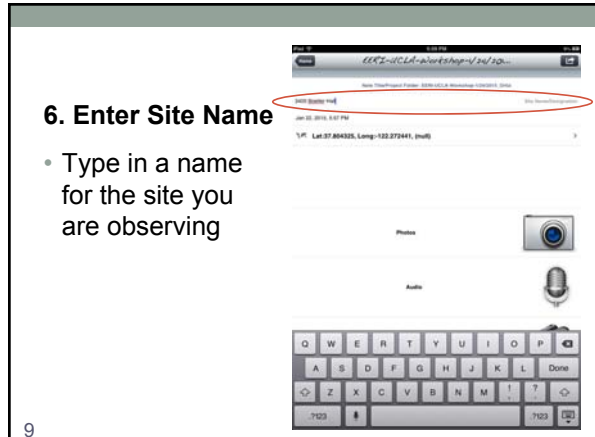
- Tap in the space that says "Site Name/Designation"



8

**6. Enter Site Name**


- Type in a name for the site you are observing



9

**6. Enter Site Name**

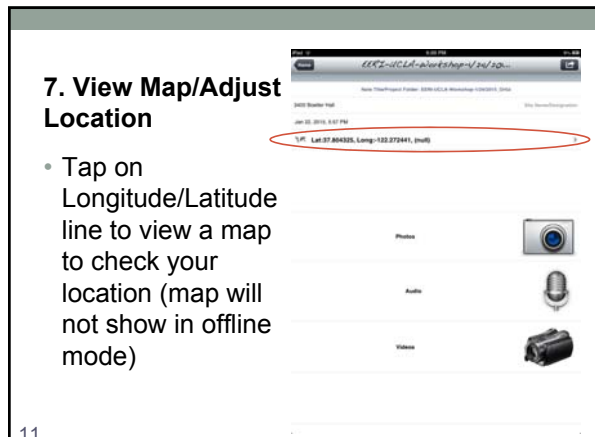
- Tap Done



10

**7. View Map/Adjust Location**

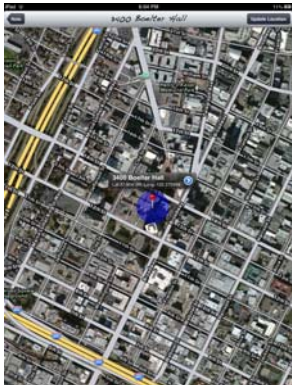
- Tap on Longitude/Latitude line to view a map to check your location (map will not show in offline mode)



11

**7. View Map/Adjust Location**

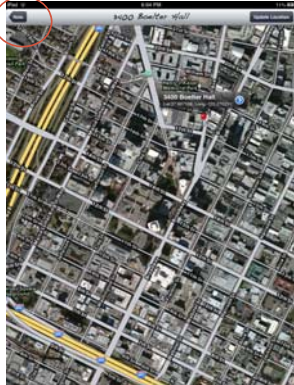
- Tap and drag pin to adjust your location



12

**7. View Map/Adjust Location**


- Tap Note button at top left to return to note



13

**9. Enter notes**

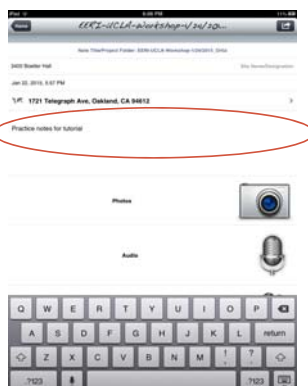
- Tap notes area to enter text



14

**9. Enter notes**

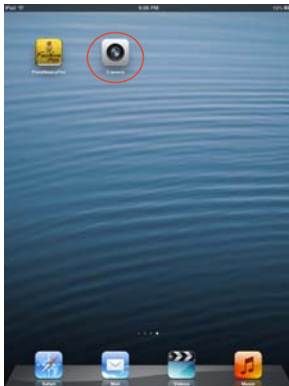
- Type notes



15

**10. Add Photos**


- Exit App and enter camera App



16

**10. Add Photos**


- Take desired pictures



17

**10. Add Photos**

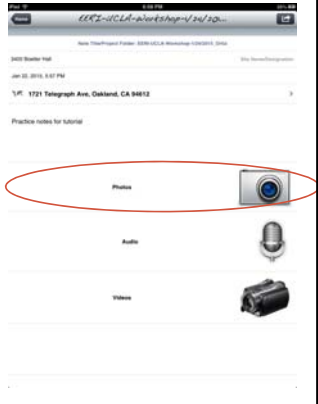
- Re-open FieldNotes



18

**10. Add Photos**


- Tap the Photos line



19

**10. Add Photos**

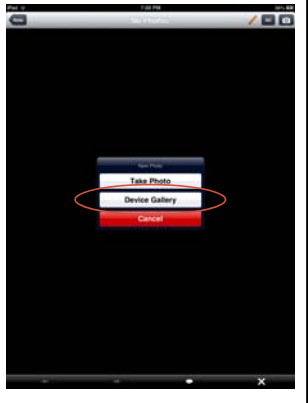
- Tap camera icon at top right



20

**10. Add Photos**

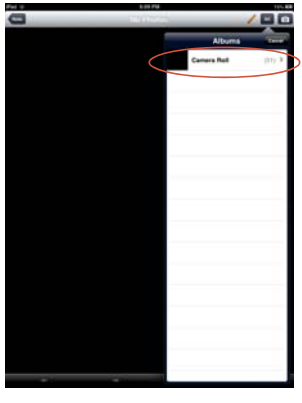
- Select "Device Gallery"



21

**10. Add Photos**

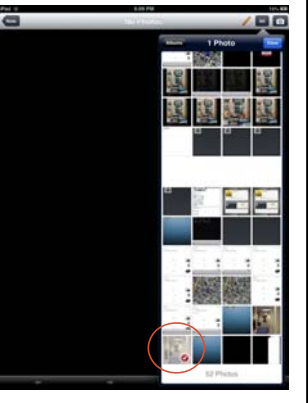
- Navigate through pictures to find the right one(s)



22

**10. Add Photos**

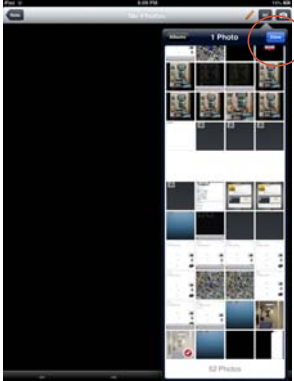
- Tap to select the picture(s)



23

**10. Add Photos**


- Tap Done



24

**11. Add Photo Caption**

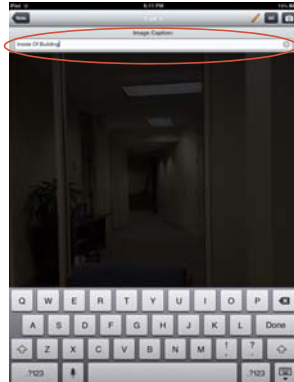
- Tap the speech bubble at the bottom



25

**11. Add Photo Caption**

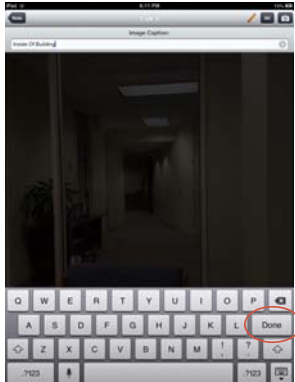
- Type caption



26

**11. Add Photo Caption**


- Tap Done



27

**11. Add Photo Caption**


- Caption now shows at bottom of picture



28

**12. Annotate Photo**


- Tap the pencil icon to annotate a photo



29

**12. Annotate Photo**


- Select pen size and color using buttons at bottom



30

**12. Annotate Photo**


- Draw on photo



31

**12. Annotate Photo**


- Tap Save button at top left



32

**13. Finish Note**


- Tap Note button at top left to return to note



33

**13. Finish Note**

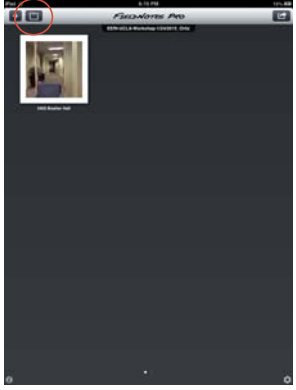
- Tap Home button at top left



34

**13. Finish Note**

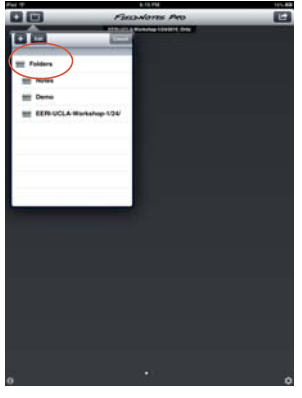
- Tap Folder Button to show folders



35

**13. Finish Note**


- Tap Folders in the pop-up menu



36

**20. Export Note**


- Tap export button at top right



37

**20. Export Note**


- Tap EERI-UCLA-Workshop-1/24/2015\_lastname folder



38

**20. Export Note**


- Tap Done at top right



39

**20. Export Note**

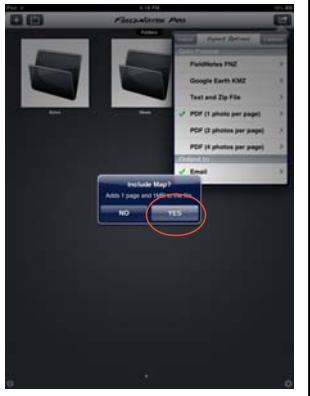
- Choose export settings in pop-up menu
  - Select PDF (1 photo per page) as the "Data Format"
  - Select Email for "Output to"



40

**20. Export Note**

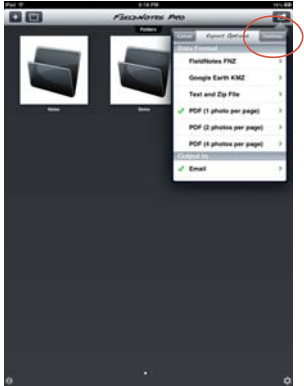
- When prompted to Include Map, select Yes



41

**20. Export Note**


- Tap Continue at top right of pop-up window

A screenshot of the FieldNotes Pro application showing an export menu. The menu options include: Print PDF, Printscreen PNG, Google Earth KML, Text and Zip File, PDF (1 photos per page), PDF (3 photos per page), PDF (6 photos per page), and Email. A red circle highlights the 'Continue' button at the top right of the menu.

42

**20. Export Note**


- Enter your email address

A screenshot of the FieldNotes Pro application showing an email address entry screen. The screen has a text input field with a keyboard visible below it. A red circle highlights the 'Continue' button at the top right of the screen.

43

**20. Export Note**

- Tap Send on top right

A screenshot of the FieldNotes Pro application showing an email composition screen. The screen displays the recipient's name and email address, the subject line, and the body of the email. A red circle highlights the 'Send' button at the top right of the screen.

44