iMap User Guide

2021 Victorian Landcare Grants

North Central CMA

Step-by-Step Guide for Mapping outputs

Mapping is essential to record where in the landscape your proposed works will occur. Mapping is also the method used to capture the details of your proposed activities at site level. (e.g. Km's of fencing, Hectares of revegetation, type and number of engagement events).
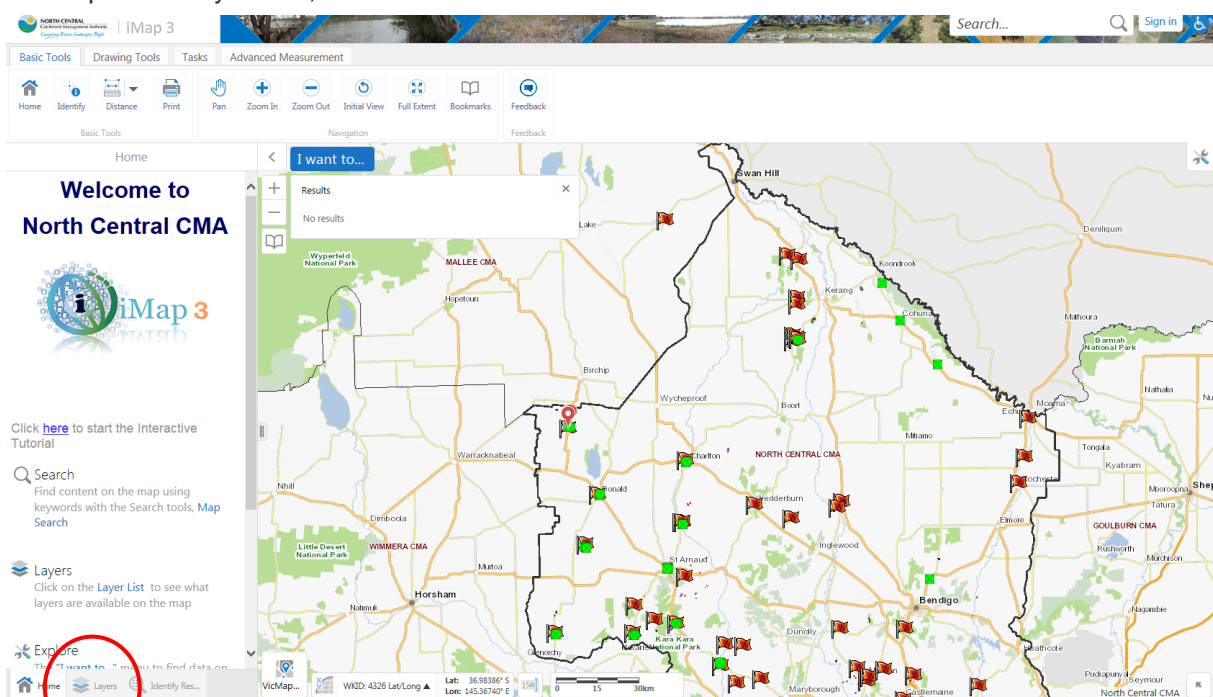
This mapping program calculates the area, or length of fence, for each of your outputs, allowing you to accurately populate the output table in the SmartyGrants application.

If you are funded, the mapping you submit via iMap with your grant application will be transferred into a reporting map, meaning you will not have to map these details twice.
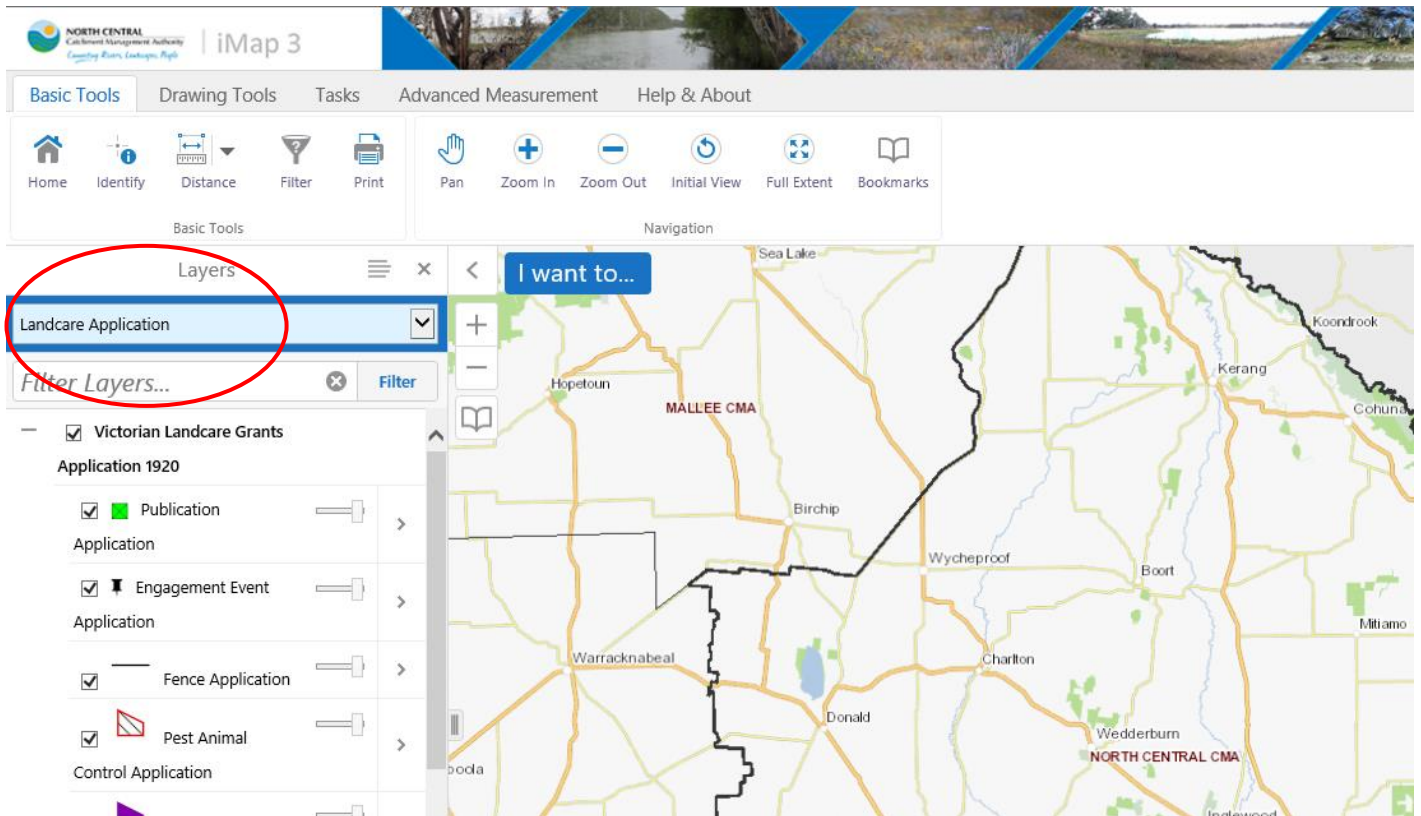
If you have issues at any stage, please contact Beck Horsburgh (GIS Administrator) on (03) 5440 1819 or rebecca.horsburgh@nccma.vic.gov.au or Tess Grieves (RLC) on 0438 357 874, or

Getting started

1. Go to our iMap online map –
   http://map.nccma.vic.gov.au/external/?viewer=public#

2. This page will open like this

3. Open the Layers tab, on the bottom left hand menu

4. Select the **'Landcare Application'** Layer from the blue drop down menu
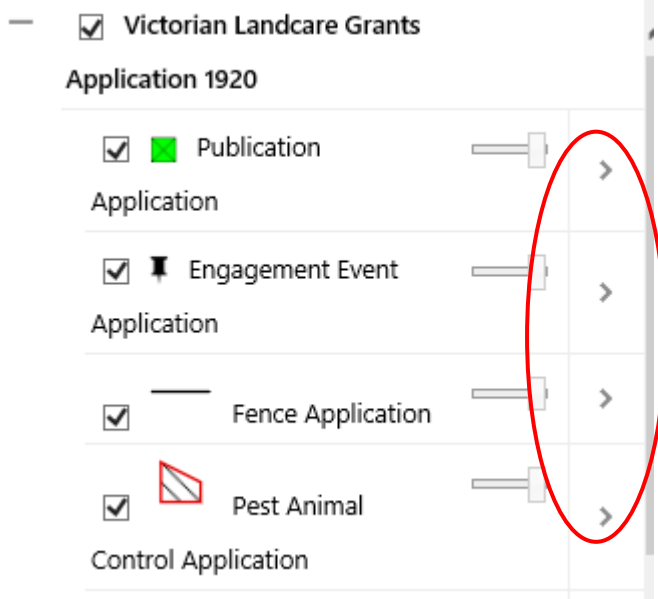

You will now see all the mapped outputs from other groups, **please respect them.**

5. The map layer is now available for you to begin mapping your activities.

6. Zoom into your project location by:
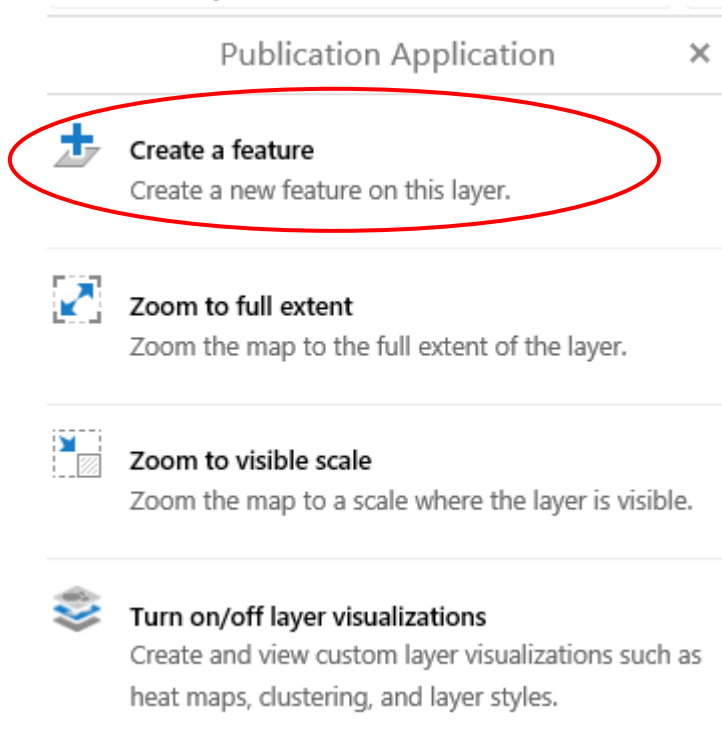   - Using the zoom tools (top menu bar) or scroll on your mouse.

Adding outputs

To add the activities your seeking funding for to the map, you need to '**Create a feature'**
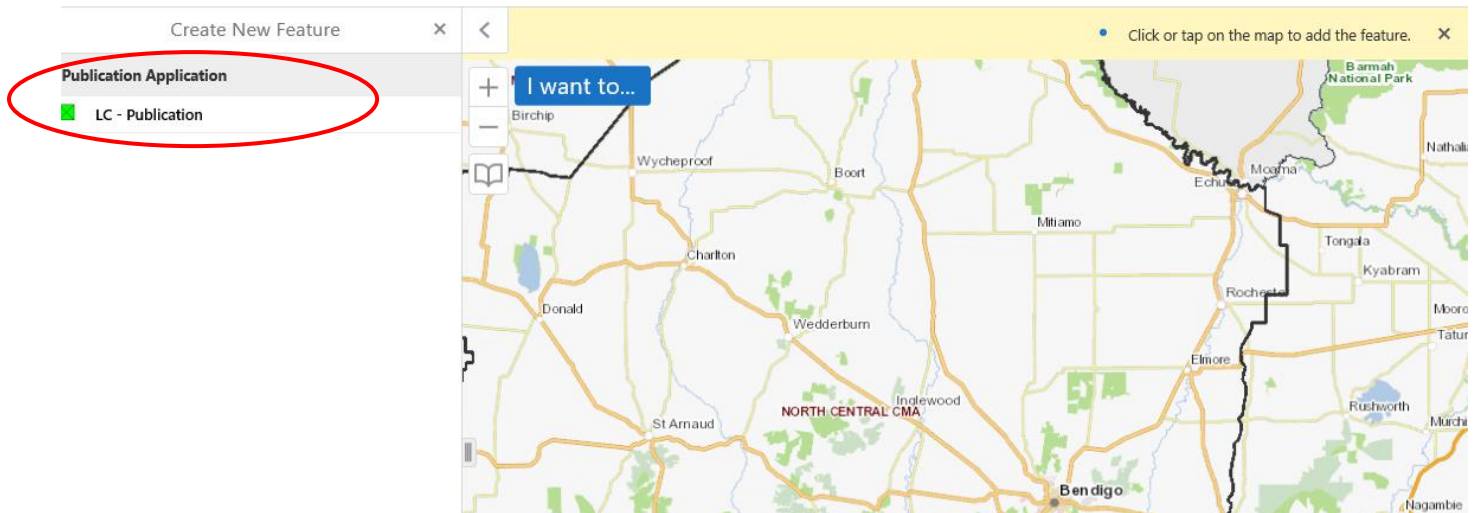
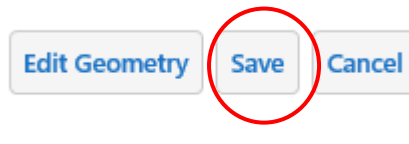- Use the arrow to select the activity you want to map

- Then select "Create a Feature"

- Click on the **Activities icon**, then click or tap onto the map to 'pin' or 'draw' the feature.
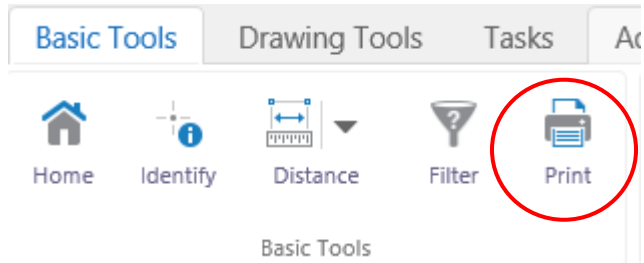

- Proceed to filling in the data table that automatically appears.
  .
- **CLICK SAVE**

Click the 'Save' button at the bottom of the attributes table to save your work.

Attaching the map to SmartyGrants

- Once you've mapped all the activities you're seeking funding for, you're ready to **'Print' the map**
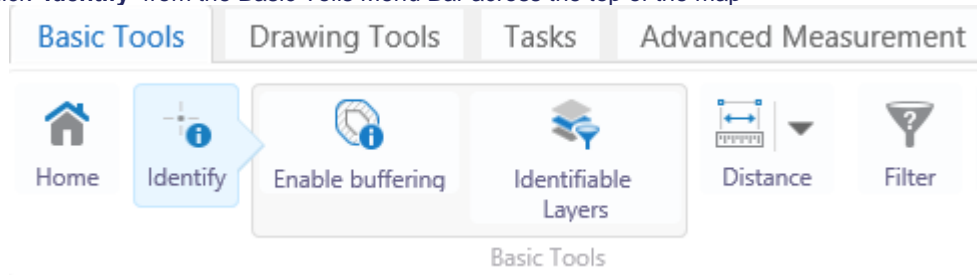

- The 'Print' function creates a PDF of the map for you to save and attach to your application in SmartyGrants. **It does not mean you print it physically**.
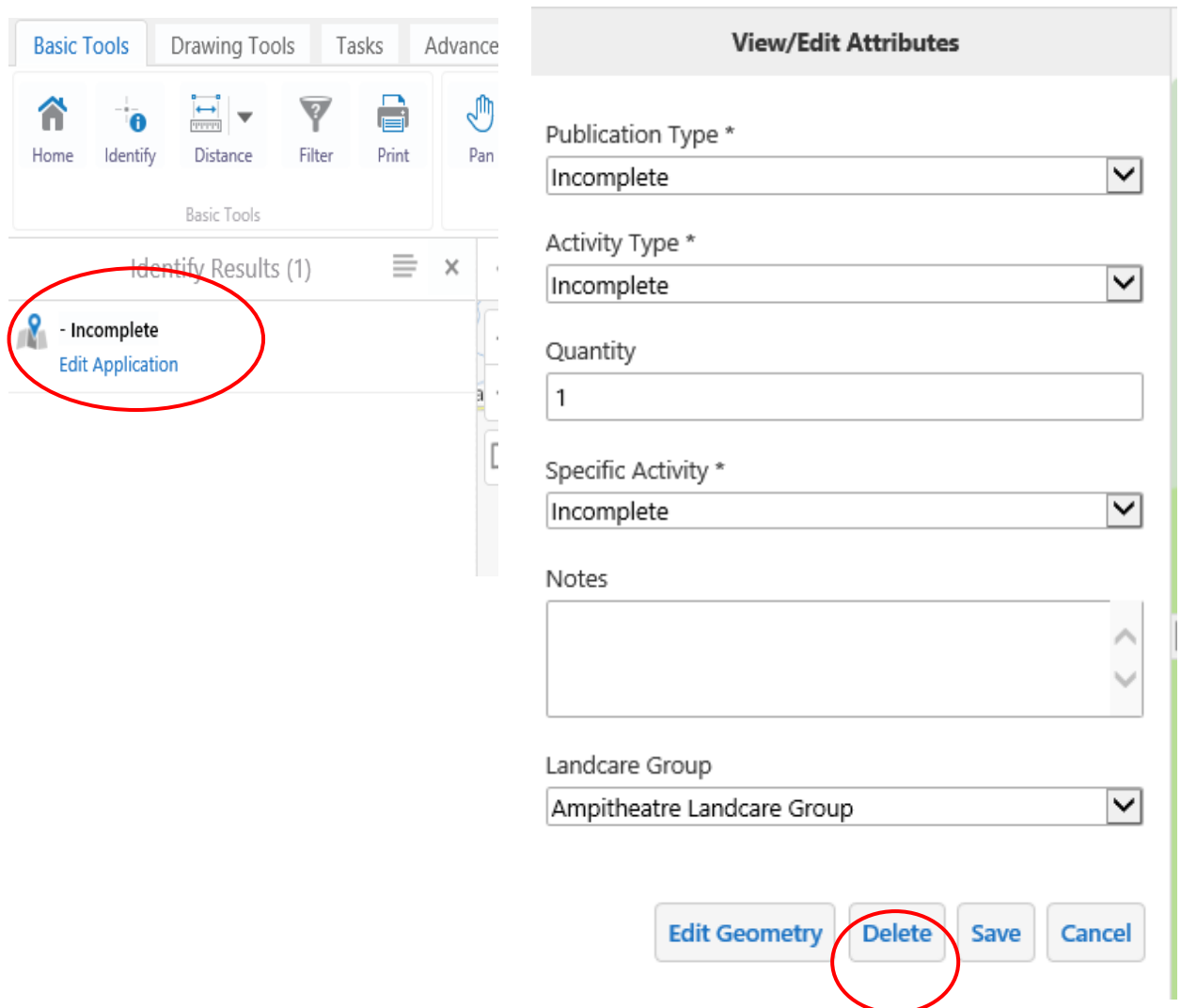
Deleting outputs

If you make a mistake, no worries, you can edit or delete your outputs.

- Click **'Identify'** from the Basic Tolls Menu Bar across the top of the map

- Click the output you WANT TO EDIT OR DELETE. This menu will appear. Click 'Edit Application'
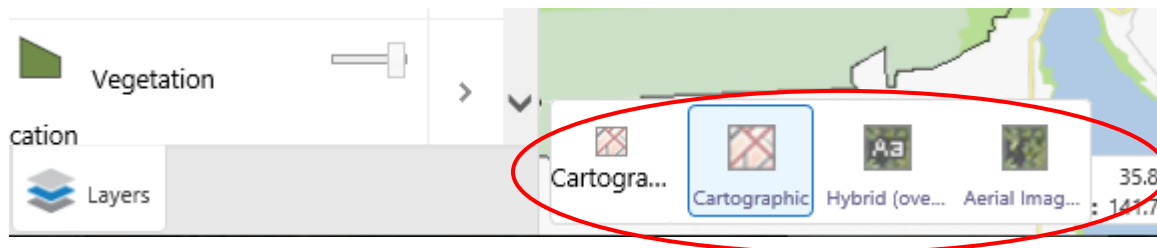

- When deleted the icon you mapped will disappear from screen.

CAUTION: It is vital you exercise extreme caution. All features from other applicants grant mapping is editable, so ensure you **only edit your own outputs**.

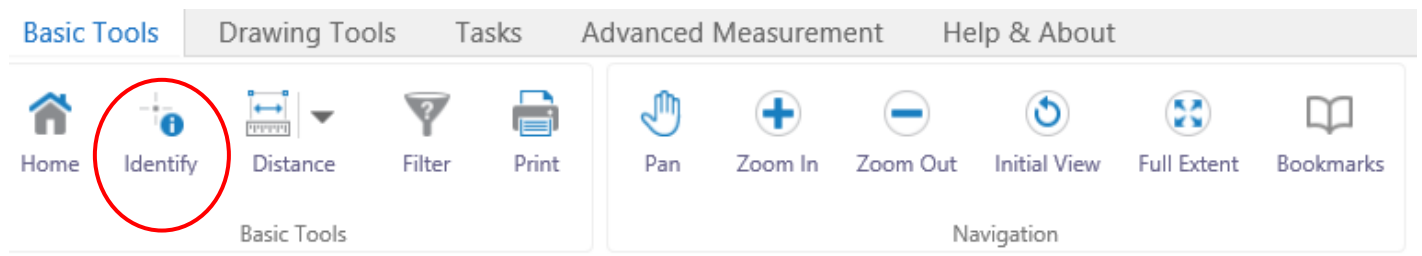## Other iMap functions which you may want to use…

Changing basemaps

If you would like to use a different 'Basemap', go to the Basemap menu (VicMap icon on bottom left of the map) and there are a number of different basemaps to choose from.

Auto-calculating feature

If you aren't sure of the quantity or size of the outputs you've mapped, iMap will calculate it for you.

- **Step 1: Draw you activity**
- **Step 2: Fill in table and click SAVE**
- **Step 3: Use the 'Identity' feature in the tool bar, click back onto your mapped activity.**
  Your activity will appear in the menu on the right-hand side of screen, click the arrow and the auto calculation quantity will appear. e.g. Hectares of revegetation and weed control; Km's of fencing.

- **Step 4; Use the 'x' to close the menu.**

Need help? Please ask. We're here to help, please get in touch with us, or make time to come into the office and we can work on your mapping together.

Identifying public land

Please ensure you know who's land your planning to work on. The Public Land Layer is automatically visible (green) when you enter iMap. You can turn it off by unticking the 'VicMap (expand to see more layers)'

Landcare Application ⌄

Filter Layers... ⊗   Filter

Reported (Read Only)

➕ ☑ Boundaries ▭▢

➕ ☑ VicMap (expand to see more layers) ▭▢