



SETUP AND BASIC FEATURES



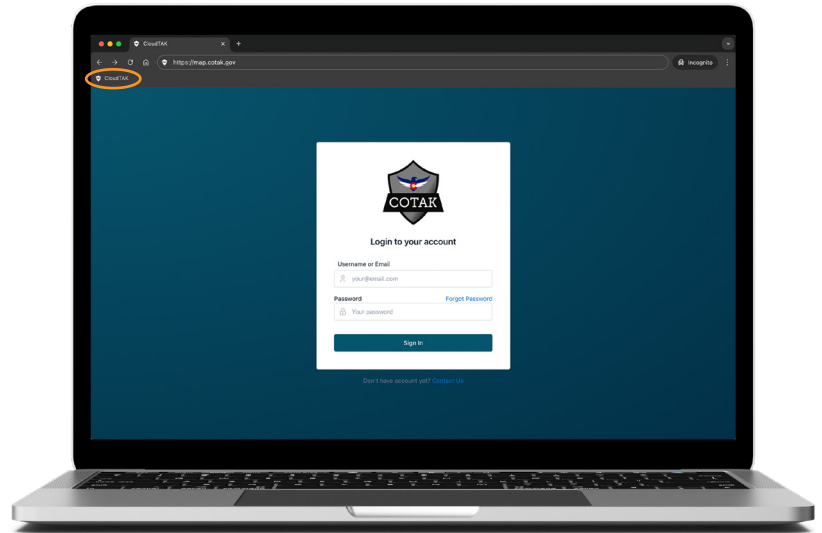
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Center of Excellence for Advanced
Technology Aerial Firefighting
Division of Fire Prevention & Control

for further assistance visit:
cotak.gov/support

OPEN CLOUDTAK

Type map.cotak.gov into the search bar of your web browser. For your convenience, we recommend bookmarking this website.

Enter your COTAK login credentials then click Sign In.

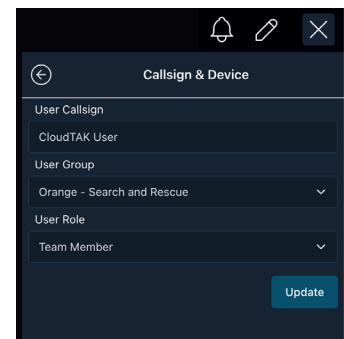
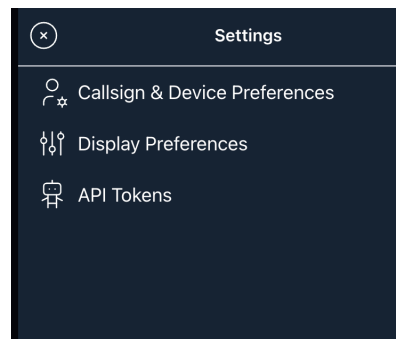
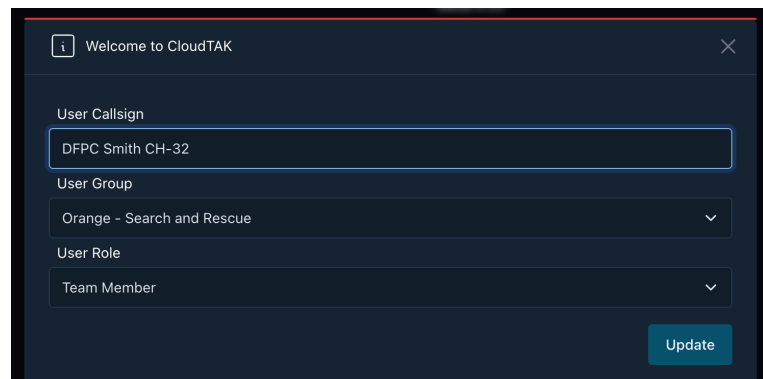


CALLSIGNS

Upon logging in, you will be greeted by a setup wizard. If you do not see the "Welcome to CloudTAK" window. Simply navigate to the settings icon and select, "Callsign & Device Preferences."

TAK Callsigns should be as concise as possible to avoid map clutter while conveying the most important identifying information.

Utilize the provided naming convention to create your callsign. Then select "User Group."



SUGGESTED CALLSIGN CONVENTION
[Agency Acronym] [Last Name] [Radio Callsign]
ex: *DFPC Smith CH-32*

- For common last names, a first name initial can be used - *CSPJ. Smith 1A-08*
- Your COTAK agency acronym may be viewed at cotak.gov under your profile settings.
- Agencies that operate outside of Colorado such as wildland firefighters may add a two letter state abbreviation to the beginning of the user's callsign - *CO ERFX Smith BC-2*



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USER GROUPS - COLORS

Within the "User Group" menu select your team color.

Follow the convention provided for selecting your dot color that will be displayed in TAK.

For special circumstances, users may need to deviate from this convention. Users are encouraged to use "open" colors for temporary and special applications.

Select your color then select the box titled, "User Role."

USER ROLE

Roles in TAK were intended for military users, therefore not all first responder roles are adequately captured.

When in doubt, users should default to using the standard Team Member role.

Once you've selected a team and role, select **update**.

User Group

Orange - Search and Rescue

WHITE - Emergency Medical Services

YELLOW - Wildland Fire

ORANGE - Search and Rescue

MAGENTA - Open

RED - Structure Fire

MAROON - Open

PURPLE - Open

DARK BLUE - State/Federal Law Enforcement

BLUE - County Law Enforcement

CYAN - Municipal Law Enforcement

TEAL - Open

GREEN - National Guard/Military

DARK GREEN - Open

BROWN - Open

User Role

Team Member

TEAM MEMBER - The default role for all personnel who do not better fit in one of the roles below

TEAM LEAD - First-line supervisors

SNIPER - SWAT, special response teams, and snipers

MEDIC - Personnel with EMT training and equipment

FORWARD OBSERVER - Observation post personnel, UAS remote pilots, and tactical flight officers

RTO - Communications personnel: telecommunicators, dispatch, COML, and COMT

K9 - K9 personnel

HQ - Headquarters, incident command post, and emergency operations center personnel

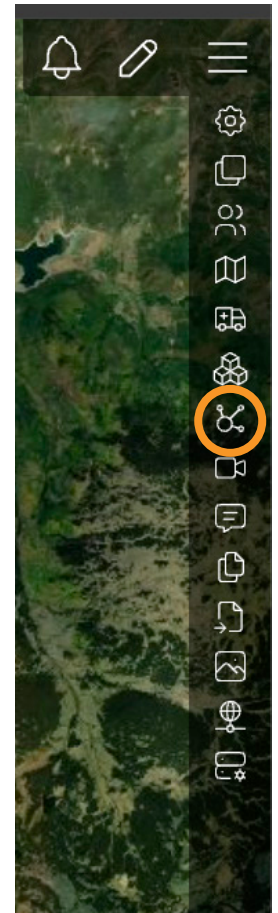
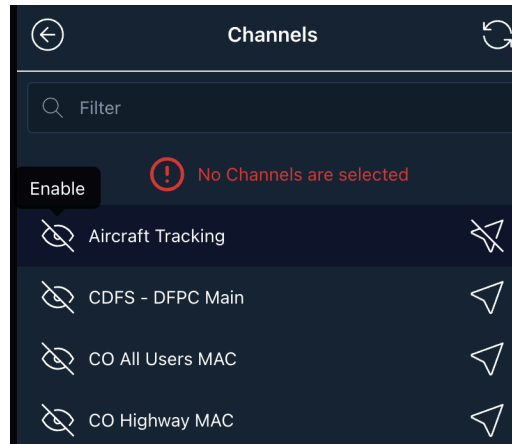
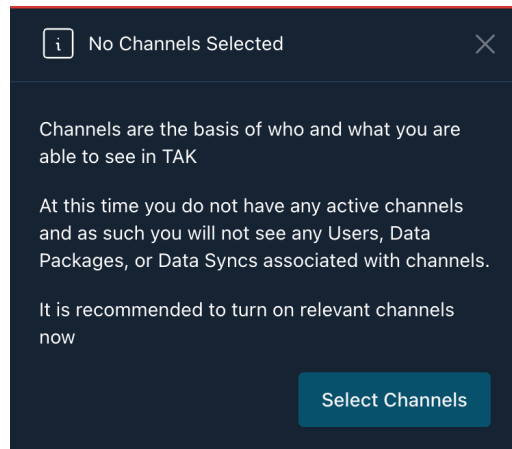


CHANNELS

After updating your Callsign and Device Preferences, you may be prompted with a pop-up notifying you that “No Channels [are] Selected.” Either click the “Select Channels” button, or utilize your tool bar on the right side of the screen to open the Channels tool.

All channels that you have access to will show up here. Click the eyeball to toggle channels on or off.

Turning a channel on enables you to see other users on that channel, and shares your location with them.



MAP NAVIGATION

Zoom in and out by using a mouse wheel or the plus and minus arrows in the upper left tool bar. Hold left click and drag any direction to move the map.

While holding left click, hold CTRL and swipe right or left to change the orientation of the map. Performing this same function and dragging down will change the 3D orientation.



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MAP NAVIGATION CONT.

GoTo Tool - Enter an address or location keyword. The GoTo Tool will populate the full address. Select the desired address and your map will be centered at the location.

Snap to North - If you have changed the orientation of the map, the Snap to North Tool will reorient your map to North.

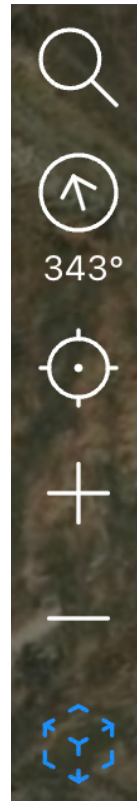
Get Location - This function will utilize your internet to give an approximate location of your device. This will put your dot on the map.

Zoom In & Out - Use the plus and minus arrows to zoom your map.

3D Terrain - This function will portray 3D features on compatible base maps.

EXITING APPLICATION

Simply closing your CloudTAK tab within your browser will **disable location sharing** and will save your configured preferences for the next time you log in.



GOTO TOOL

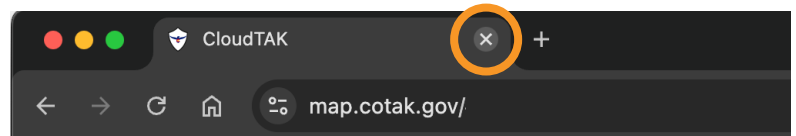
SNAP TO NORTH

GET LOCATION

ZOOM IN

ZOOM OUT

3D TERRAIN



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