

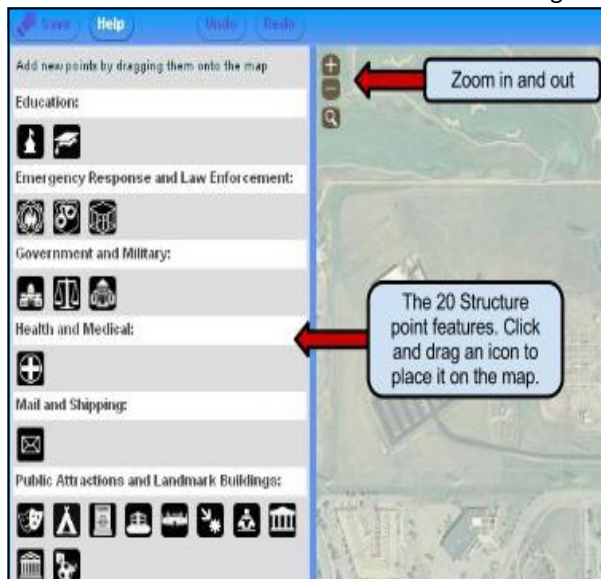


QUICK REFERENCE GUIDE FOR CONTRIBUTING STRUCTURES TO THE NATIONAL MAP



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:

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

4. CLICK THE "FINISHED EDITING" BOX

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

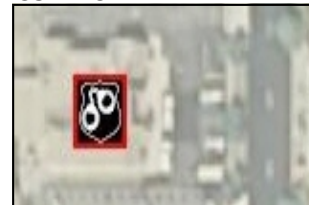
- **Note:** Place the icon on the center of the building.

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.

- **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.

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).

20 STRUCTURE FEATURES

FEATURE NAME	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.	Includes: Elementary schools, middle schools, high schools, private K-12 schools DOES NOT INCLUDE: Preschools, Kindergartens, day-cares
 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.	Includes: 4-year universities, community colleges, technical colleges. DOES NOT INCLUDE: Trades schools such as cosmetology schools
 Fire Station / EMS Station	A building that contains fire-fighting equipment and personnel or a provider of combined fire-fighting and rescue services.	DOES NOT INCLUDE: Ambulance stations not part of fire-fighting services, fire equipment storage facilities, fire hall meeting facilities
 Law Enforcement	A building housing police stations or sheriffs' offices.	DOES NOT INCLUDE: Police offices in shopping malls or strip malls
 Prison / Correctional Facility	A building or complex for the confinement of persons convicted of crimes.	DOES NOT INCLUDE: Short-term holding facilities such as a jail at a police station or court house
 State Capitol	A building occupied by a state legislature.	
 Court House	A building that contains the local court of law.	Includes: City and regional court houses. DOES NOT INCLUDE: State Supreme courts or the US Supreme court
 City / Town Hall	A building that contains the offices of the public officials of a city, town, or community.	
 Post Office	A facility operated by the United States Postal Service for the collection, processing and distribution of mail.	Includes: Contract postal service facilities if providing most post office services DOES NOT INCLUDE: Mail drop off locations (blue US Mail box) or locations with only personal mail boxes
 Hospital	A facility providing general medical or surgical care.	Includes: General hospitals. DOES NOT INCLUDE: Psychiatric hospitals, long-term care medical centers, or nursing homes
 Auditorium / Concert Hall / Theater / Opera House	A building with a stage and audience seating, generally used for live performances, not including sporting events.	DOES NOT INCLUDE: Locations for sporting events, movie theaters, bars or restaurants with stages for performances, or school auditoriums
 Campground	A developed, designated site for camping in tents and/or recreational vehicles.	DOES NOT INCLUDE: Mobile home parks
 Cemetery	A place or area for burying the dead.	
 Convention Center	A building or building complex designed and used for holding large assemblies of people, usually with large areas for exhibits.	DOES NOT INCLUDE: Hotels, motels, and restaurants containing meeting facilities
 Fair / Exhibition / Rodeo Grounds	An area or complex where permanent facilities exist to hold fairs, circuses, exhibitions, or rodeos.	
 Historic Site / Point of Interest	A landmark of natural, cultural or historic interest.	Examples: Pioneer village, historic farm, battlefield, archaeological site open to the public, buildings with historic interest such as The Molly Brown House DOES NOT INCLUDE: Museums, historical road markers
 Library	A facility in which literary and artistic materials, such as books, periodicals, newspapers, pamphlets, prints, records, and tapes, are kept for reading, reference, or lending.	
 Museum	A building or area used primarily for preserving and exhibiting artistic, historical, or scientific objects.	
 National Symbol / Monument	A site maintained for the public, often a statue or monument, declared to be of national significance.	Examples: Bent's Old Fort National Historic Site in Colorado, The Washington Monument in Washington D.C.
 Sports Arena / Stadium	An athletic field partially or completely surrounded by a structure designed to allow spectators to stand or sit and view the event.	

VIEW TAB

View and Edit tabs → View Edit -

Log in here → log in | sign up

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

The OSM Collaborative Prototype is a test platform for USGS Volunteer Mapping program.

OSMCP Project
Editing Guidelines
Discussion Group
The National Map Corps

Important links

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 Viewtab at the top.

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

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

Base Layer

- Classic Topographic Quads
- NAIP Imagery
- The National Map

Overlays

- Data

EDIT TAB

The image shows the OpenStreetMap 'Edit' tab interface. On the left is a sidebar with a search bar, project links, and a list of 20 point feature categories with icons. The main area is a map with aerial imagery. Several point features are visible, some with red borders and others with green borders. A top navigation bar contains 'View' and 'Edit' tabs, with 'Edit' being the active tab. A 'Background' tab is also visible in the top right. Red arrows point from text boxes to specific UI elements: the 'Save' button, the 'Undo' button, the 'Background' tab, the zoom controls, the feature category list, the 'Aerial Imagery' background, and an unedited point feature.

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" to place points.

Zoom in and out

The 20 Structure point features. Click and drag an icon to place it on the map.

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.

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.

es

View Edit

Save Help Undo Redo

Add new points by dragging them onto the map

OSM Collaborative Prototype

Search Where am I? Go

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

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Education:

Emergency Response and Law Enforcement:

Government and Military:

Health and Medical:

Mail and Shipping:

Public Attractions and Landmark Buildings:

Welcome, ekorris | inbox (0) | logout

Background