





# Spatial Temporal Activity Recorder (STAR)

## How to add an activity: Plant Assessment

Activities (plant assessment)	
<p>To create or edit a flora assessment navigate to the project's Activities List – see <a href="#">Activities (adding or editing)</a></p> <p>See <a href="#">Plant Assessment - Field Descriptions</a> - for a description of the information that should be provided in the fields.</p>	
<p>Fill in the three mandatory fields – the Assessment Description, Status and Start Date.</p> <p>The status field allows users to select a range of options – from planning to completion.</p>	
<p>When the fields are completed, click Save. The map will turn to colour.</p> <p>Click Add Ste' on the map and draw the area in which the assessments will be made.</p> <p>Return to the Assessment by clicking the 'breadcrumb'</p>	
<p>Clicking on the Add Observation button allows users to enter a range of data via the edit box.</p> <p>The 'observation(s)' belong to the assessment</p>	

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The edit box is comprised mostly of drop-down menus.

Selecting the update button at the base of the Edit box adds the data to the Observations table.

Once an observation is added users can edit or delete the data.

Users can save the details by clicking the 'Save Flora Assessment' button.

Once a record is saved the 'Record Status' is displayed with 'Draft' being the default.


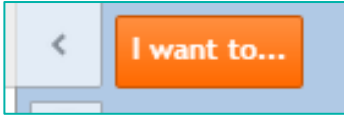
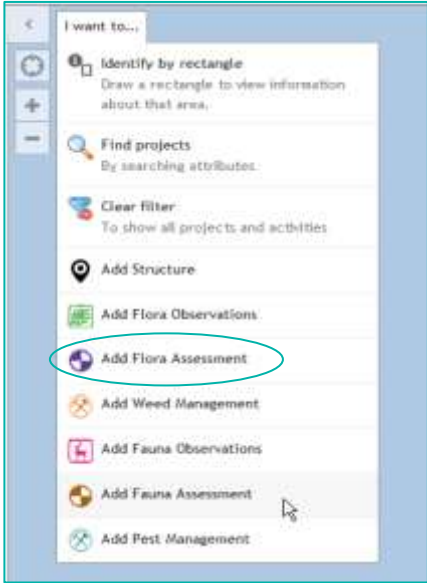
Clicking on the drop-down arrow in the 'Select action' box reveals 3 options.

'Save only' should be selected by External Field Workers.

'Save and publish' may be selected by those verifying the record.

'Save and cancel' may be used if the record is not accepted.

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<p>Clicking the save button allows users to add spatial site details [see Site maps (adding)]</p>	
<p>In addition to adding site outlines, users can add assessments and observations using the 'I want to' function via the map</p>	
	

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