

# IDNR CREP Easement Monitoring for SWCDs



## Overview

- Easement monitoring using ArcGIS Survey123
  - Survey123 Mobile App is available on multiple platforms including Android, Mac, Windows and Linux
  - Survey123 Desktop App is available on multiple platforms including Mac, Windows and Linux
    - Google Chrome is the required browser for the desktop application
    - By using Survey123, all monitoring data is stored in a central database.
    - Verification popup in Survey123 informs the submitter that the monitoring report was submitted successfully
- Automated reporting is accomplished through Survey123
  - When data is submitted through the mobile or desktop application, a PDF report will be automatically created and sent to the Survey123 user conducting the monitoring.

# IDNR CREP Easement Monitoring

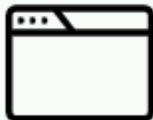
## Survey123 Application Download

- Download the ArcGIS Survey123 Mobile App to your mobile device (It is not necessary to create an account).
- Navigate to <https://survey123.arcgis.com/share/eb6b611743964d85a7527d8a90085872?open=menu> from your desktop or mobile device.
- The mobile app is the recommended option for completing monitoring in the field.

From a desktop or laptop computer, choose to “Open in browser” using Google Chrome.

On a mobile device, choose to “Open the application in the Survey123 field app”.

Open in browser



Open in the Survey123 field app



If you don't have the Survey123 field app, please download it first.



Download

# IDNR CREP Easement Monitoring

## Survey123 Application – Form View

- The monitoring survey will open with multiple categories of questions.
- Expand the categories to begin answering the survey questions.
- Prior to going into the field, it is recommended to complete as many fields in the mobile app as possible (Monitoring Information, Easement Information, Landowner Information, Easement Ownership, Photo Point Map & Conservation Management Plans). **Data entered in the mobile device will not be available in the desktop browser or other devices.**
- An asterisk\* indicates that the field is required, the survey cannot be submitted if a required field is incomplete.

Expand

ArcGIS Survey123

CREP Monitoring

**Easement Monitoring and Inspection Report**

Illinois Department of Natural Resources - CREP  
One Natural Resources Way, Springfield, IL 62702 (217-557-6498)  
[DNR.CREP@illinois.gov](mailto:DNR.CREP@illinois.gov)

GOOGLE CHROME IS THE REQUIRED BROWSER FOR SURVEY123

\*Indicates that the field is required

▼ MONITORING INFORMATION

Monitoring Completed By:

Date of Monitoring: \*

First Name: \*

Last Name: \*

Monitor's Email Address \*

A valid email is required to generate a monitoring pdf report.

► EASEMENT INFORMATION

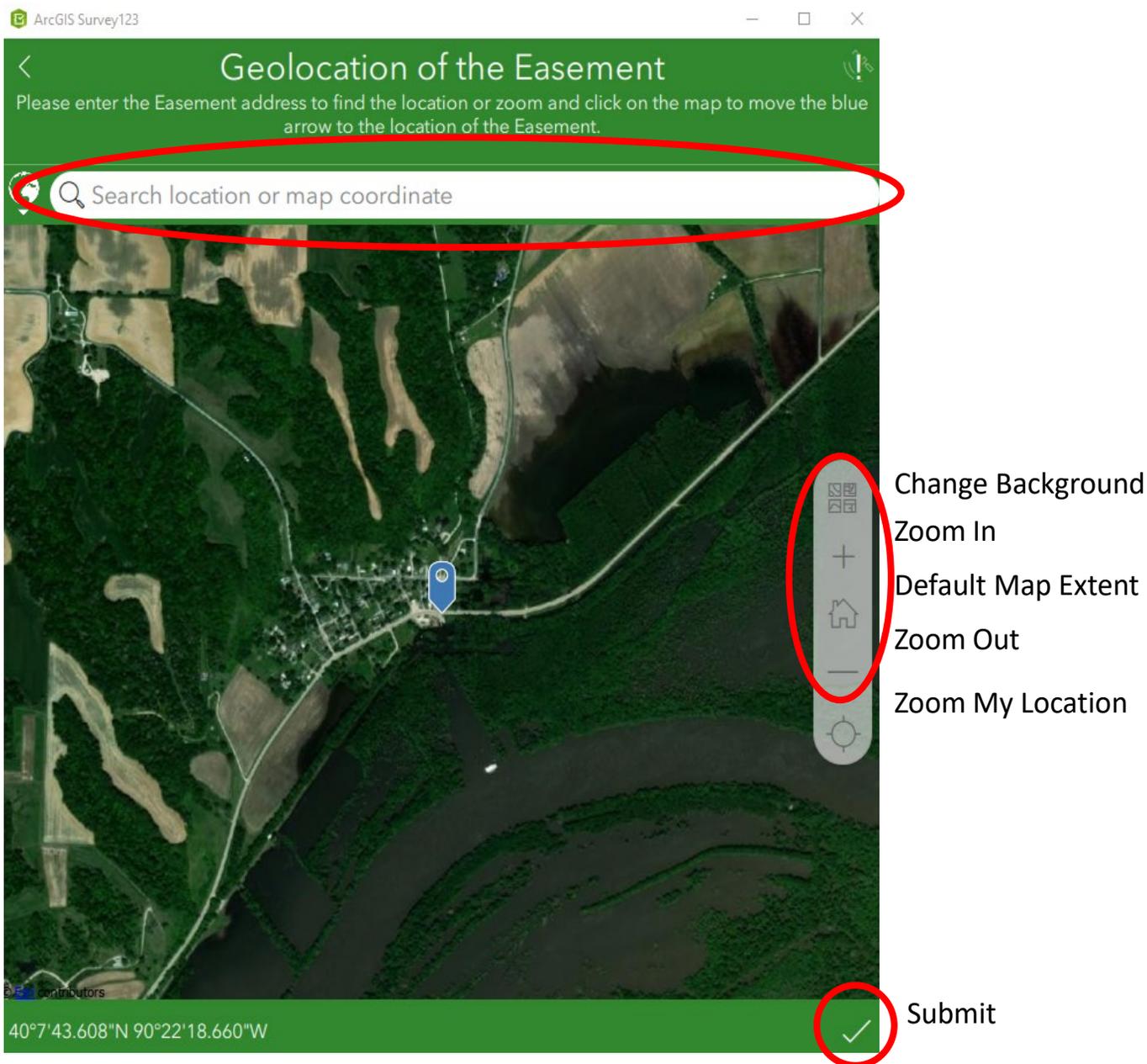
► LANDOWNER INFORMATION

Expand

# IDNR CREP Easement Monitoring

## Survey123 Application - Geolocation

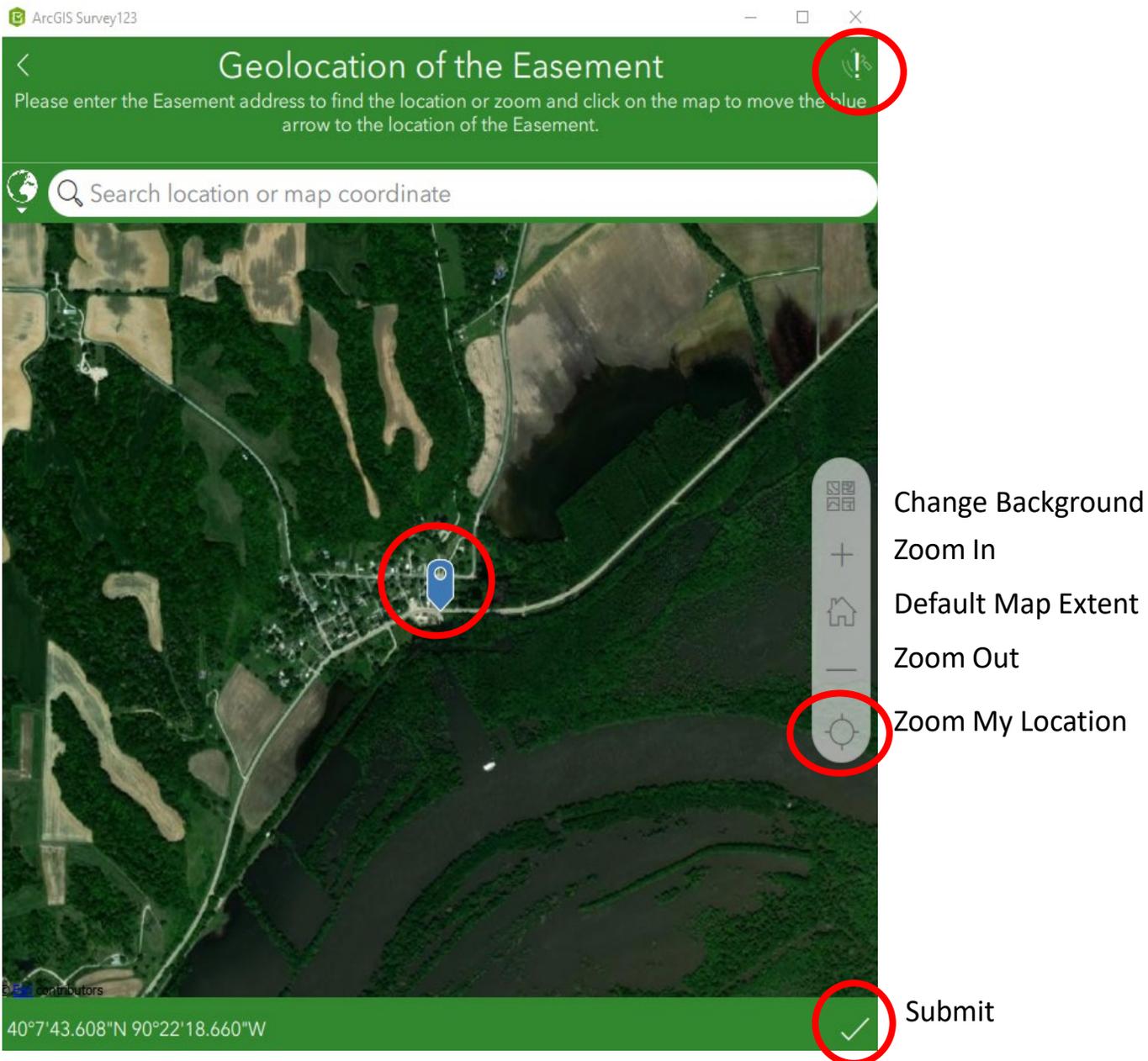
- When completing the geolocation of the easement, the Survey123 user can enter an address, navigate to the location and change the background map (When connected to Wi-Fi). This map will be displayed on the final report, so ensure that the blue pin location is within the boundaries of the CREP easement being monitored.



# IDNR CREP Easement Monitoring

## Survey123 Application - Geolocation

- When GPS is available on a GPS enabled device, users can use the “My Location” icon to log the easement location while in the field
- If GPS is not enabled on the device the satellite icon in the upper right corner will have an exclamation mark.



# **IDNR CREP Easement Monitoring**

## **Survey123 Application**

### **Load a Monitoring Photo Point Map**

- SWCD staff should load photo point map created using Google Earth and the IDNR KMZ file. (This process is described in the “Google Earth Help” document)
- To load the photo point map from your mobile device or computer, navigate to the file using the “Select image file” button. If necessary, the camera icon can be used to take a photo of the point map while in the field.

#### **PHOTO POINT MAP - MONITORING PHOTOS** ▼

##### **Upload a photo point map:\***

Load a map indicating the monitoring photo locations.

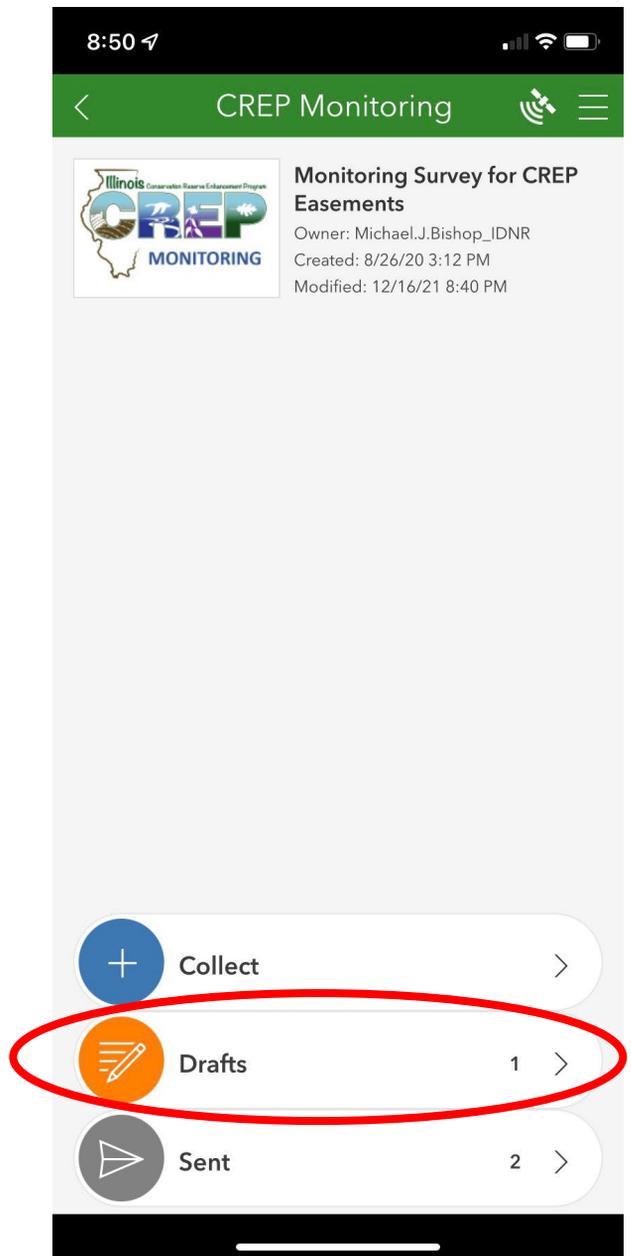
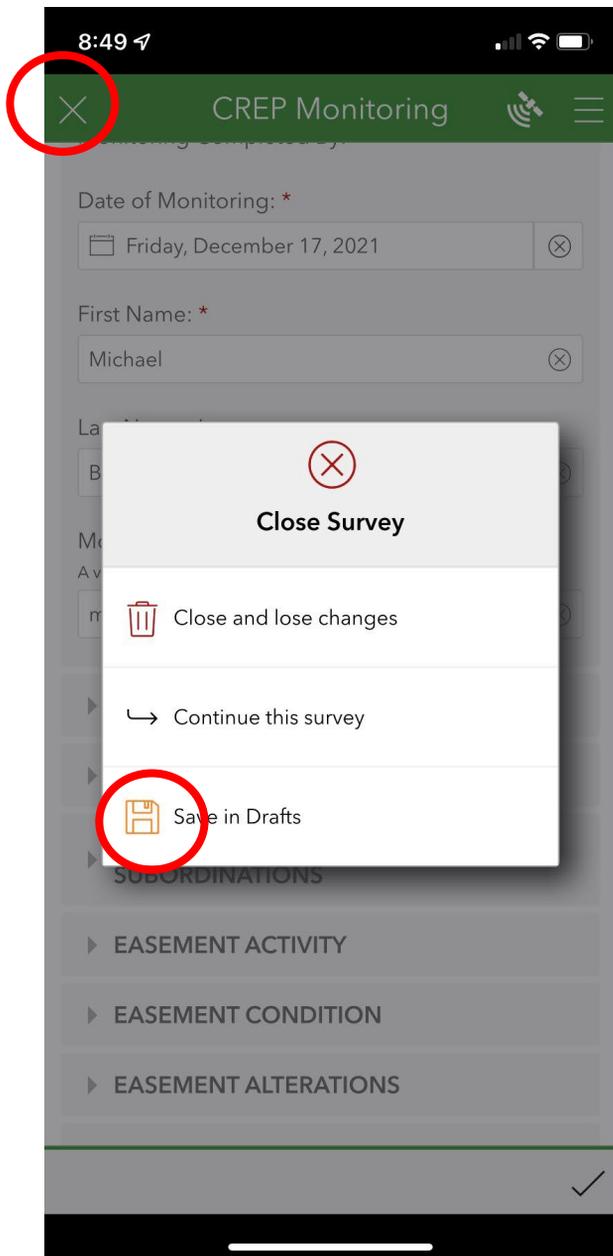
Select image file



# IDNR CREP Easement Monitoring

## Survey123 Application – Save a draft to open in the field

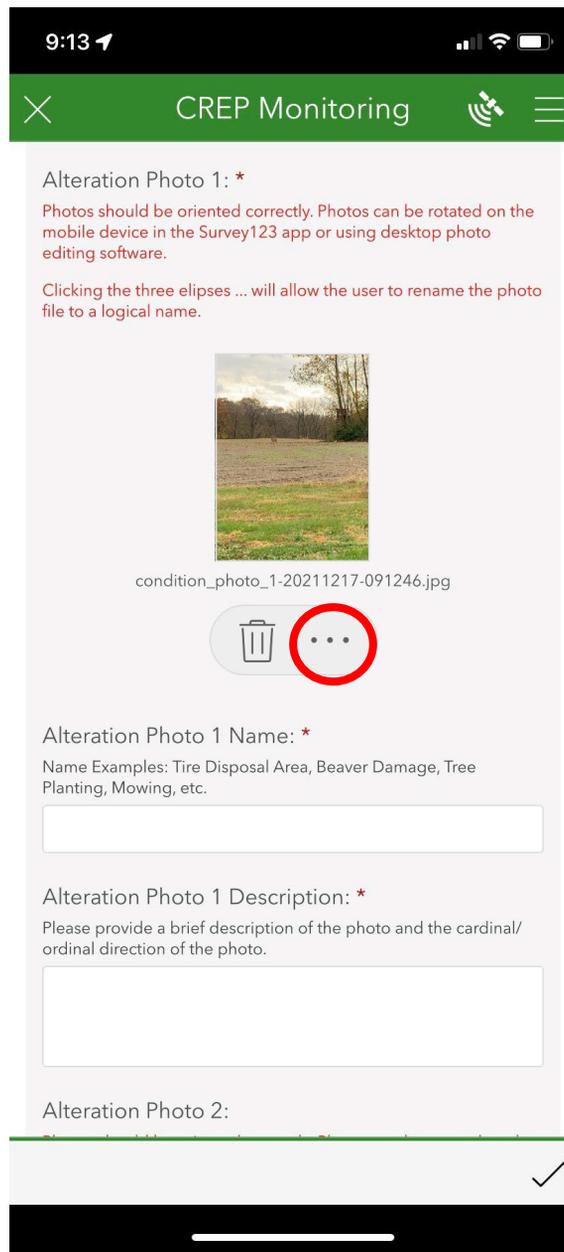
- Once all of the known easement information is entered in Survey123, a draft can be saved to be opened in the field.
- To open the draft later, open the Survey123 Monitoring Application on the mobile device and you will see a folder for drafts.



# IDNR CREP Easement Monitoring

## Survey123 Application – Alteration Photo

- When in the field, Survey123 users will take alteration photos with the mobile app or upload a photo from a computer or mobile device.
- After uploading a photo, click the three dots ... to **rotate the photo to the correct orientation.**
- An “Alteration Photo” is used to show any change in the condition of the easement.



9:13

CREP Monitoring

Alteration Photo 1: \*

Photos should be oriented correctly. Photos can be rotated on the mobile device in the Survey123 app or using desktop photo editing software.

Clicking the three elipses ... will allow the user to rename the photo file to a logical name.



condition\_photo\_1-20211217-091246.jpg

✕ ...

Alteration Photo 1 Name: \*

Name Examples: Tire Disposal Area, Beaver Damage, Tree Planting, Mowing, etc.

Alteration Photo 1 Description: \*

Please provide a brief description of the photo and the cardinal/ordinal direction of the photo.

Alteration Photo 2:

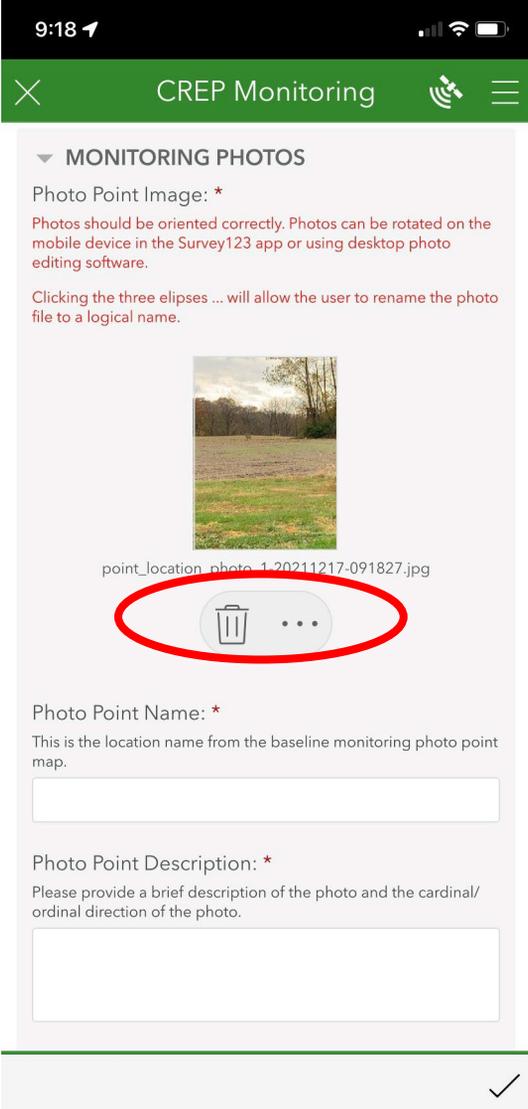
✓

# IDNR CREP Easement Monitoring

## Survey123 Application – Monitoring Photos

- Users will take monitoring photos from a similar location of the baseline monitoring report. The SWCD does not need to take photos in all cardinal directions, but rather meaningful pictures. If a point is not accessible, a new location may be used.
- Provide a name for the photo that describes the location. (Example: Use the location number on the photo point map)
- Provide a sentence or two with any other details about the photo and the cardinal direction.
- Upload a photo for every monitoring location on the photo point map

Orient Photo



9:18

CREP Monitoring

MONITORING PHOTOS

Photo Point Image: \*

Photos should be oriented correctly. Photos can be rotated on the mobile device in the Survey123 app or using desktop photo editing software.

Clicking the three ellipses ... will allow the user to rename the photo file to a logical name.



point\_location\_photo\_1-20211217-091827.jpg



Photo Point Name: \*

This is the location name from the baseline monitoring photo point map.

Photo Point Description: \*

Please provide a brief description of the photo and the cardinal/ordinal direction of the photo.

✓

# IDNR CREP Easement Monitoring

## Survey123 Application – Digital Signatures

- If the landowner is present and no unsatisfactory conditions are discovered, digital signatures can be obtained on-site.
- By clicking the pen icon in Survey123, a signature panel will open. Both the landowner and Survey123 user conducting the monitoring can digitally sign the document.

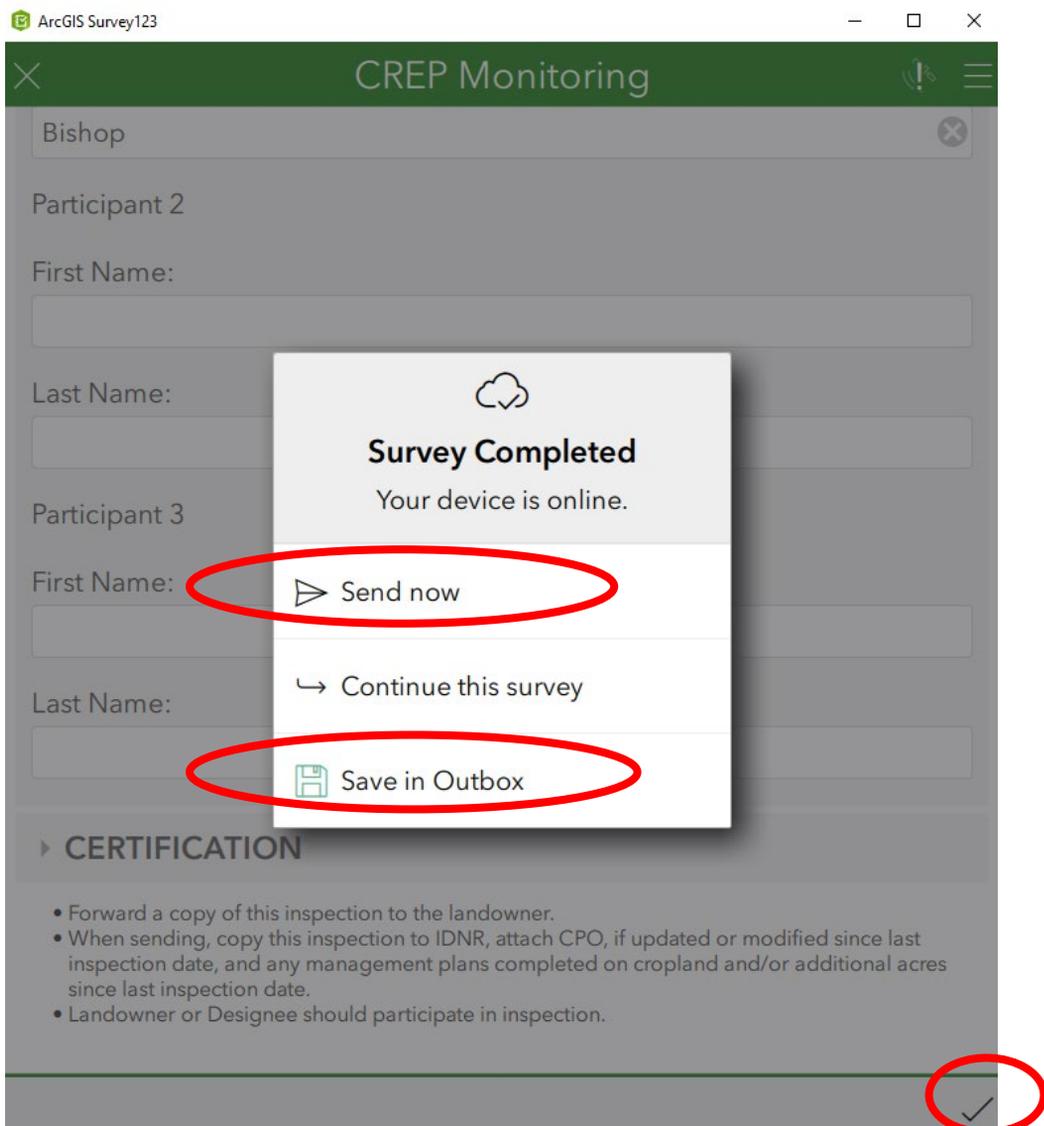


The screenshot displays the Survey123 application interface for CREP Monitoring. The top header is green with a close button (X), the title "CREP Monitoring", a signal strength icon, and a menu icon (three horizontal lines). Below the header, a section titled "MONITORING PARTICIPANTS" contains a question: "Was the landowner present during the monitoring? \*". There are two radio button options: "Yes" (selected) and "No". Below this, there are input fields for "Landowner" and "First Name: \*". A signature panel is overlaid on the form, titled "Landowner Signature" with a pen icon and a refresh icon. The panel contains a large white area with a black handwritten signature "MJB". At the bottom of the signature panel are close (X) and confirm (checkmark) buttons. Below the signature panel, the form continues with "First Name: \*" and "Last Name: \*" input fields, and a "Reviewer Signature \*" field. A confirm (checkmark) button is visible at the bottom right of the screen.

# IDNR CREP Easement Monitoring

## Survey123 Application – Submit Data

- Once all fields are completed, the monitoring record can be submitted by clicking the check box in the bottom right corner.
- A pop-up will display, asking if you would like to send now or save in outbox. It is recommended to save in the outbox. This will allow the Survey123 user to review the data in the office and make any necessary edits in the mobile application. The upload can also be done when connected to WI-FI. If photo point locations were modified, the point map corrections can also be made at this time.



# **IDNR CREP Easement Monitoring**

## **Survey123 Application – Verification**

- After submitting the survey, a popup will display, verifying that the data was received by the AGOL feature service
- This may take a couple minutes to process based on connection speed and the total size of the image files

### CREP Monitoring



Great! Your data was sent successfully. Thanks.

Powered by ArcGIS Survey123

# IDNR CREP Easement Monitoring

## Survey123 Application – PDF Report

- To standardize monitoring reports across all SWCDs, Survey123 will automatically generate a pdf report that will be sent to the user's email address.
- If the PDF report is not received within 48 hours, please contact [DNR.CREP@illinois.gov](mailto:DNR.CREP@illinois.gov)



### IDNR/CREP EASEMENT MONITORING AND INSPECTION REPORT

Illinois Department of Natural Resources  
One Natural Resources Way, Springfield, IL 62702 (217) 557-6498



#### **EASEMENT INFORMATION:**

CREP EASEMENT NUMBER: **20020997** COUNTY: **Morgan**

#### **MONITORING INFORMATION:**

DATE OF MONITORING: **December 16, 2021** MONITORED BY: **Kristen Ragusa**

MONITOR'S EMAIL: **Kragusa@illinois.edu**

#### **LANDOWNER INFORMATION:**

NAME: \_\_\_\_\_ HOME ADDRESS: \_\_\_\_\_

CITY: **Littleton** STATE: **IL** ZIP: **61452**

PHONE #: \_\_\_\_\_ EMAIL: \_\_\_\_\_

Was the Landowner Present at the Time of the Monitoring? **Yes**

#### **EASEMENT OWNERSHIP, RELEASE OR SUBORDINATIONS**

Has the CREP property or part of the CREP property been sold, transferred or leased since the last monitoring event?	<b>No</b>
Type of change:	
Date of change:	
Does the landowner expect to sell, transfer or lease the CREP property before the next scheduled monitoring event?	<b>No</b>
Type of change:	
Date of change:	
Has any release, subordination or right of passage (third party easements, right of way, etc) across or upon the CREP property been granted since the last monitoring event?	<b>No</b>
Type of change:	
Date of change:	
If CREP acres have been subordinated, have the acres been maintained in accordance with the subordination agreement (if applicable)?	
Easement Ownership/Release/Subordination Notes:	
<b>None</b>	

# IDNR CREP Easement Monitoring Survey123 Application



Questions? Contact [DNR.CREP@Illinois.gov](mailto:DNR.CREP@Illinois.gov)