



Tree Mapping Tips -



Helpful Steps

1. Bring a measuring tape with you. To measure the circumference of a tree, use the measuring tape at chest level.
2. When adding a tree on the map, always use the hybrid view - it combines the basemap (useful for identifying streets and buildings) with the satellite imagery (important for easily locating the canopies).
3. When adding a pin, stay as close as possible to the tree trunk and use the link “select by location” found underneath the address field, instead of entering an address.
4. Move the pin exactly to the center of the canopy circle.
5. Make sure to include: species, picture, circumference, canopy height, tree height. These are the most important attributes.
6. Tree canopy is the distance from where the leaves begin to the top of the tree (not the distance from the ground to where the leaves begin). Averages and estimates work best when trying to determine canopy height and total tree height.

Helpful Steps (continued)

7. Tree ID: even if you are not sure of the species, but you are sure of the common name (for instance "locust") or the genus (for instance *Acer*), do enter your best guess. HOWEVER, if in doubt, you will have to add a note in the stewardship field: NEEDS ID CHECK. This way, a tree expert will know to double check and rectify the name/species, if needed.
8. If working with a partner, one can have OTM opened on their phone while you use an app called LeafSnap to identify the tree. After downloading the app, make sure to have a white piece of blank paper to serve as a background when snapping photos of leaves for ID.
9. If the app is being "buggy" and kicking you out, be sure to **save** all data entry first. Once saved, click the tree again, hit "edit" to make sure all the information saved. Also, make sure the app is updated. You can do this by uninstalling and reinstalling it.
10. Add pit dimensions.
11. If a tree is missing from a planting site make sure to list as "empty pit"
12. If a tree stump exists, add it as a tree. List it as "dead."

Happy tree mapping!