All About Report-a-Weed

Report-a-Weed is a built-in component of the IAPP Map Display application, accessible on the web via http://reportaweedbc.ca

PLEASE NOTE:

1. At the moment, Map Display functions flawlessly only in Internet Explorer. The interactive functions (highlight queries and the Report-a-Weed submissions) will **not** work in other browsers such as Mozilla Firefox, Google Chrome, Safari, etc.

2. In addition, if you are using Internet Explorer 8 or 9, you need to activate **Compatibility View**, by clicking on the Compatibility View icon at the end of the address bar (see encircled 'broken sheet of paper' icon on the illustration below)

The Report-a-Weed tool is available from the icon toolbar in the public IAPP Map Display site; it lets any member of the general public send in an invasive plant sighting, which then goes into a special section of the IAPP database for review by an invasive plant specialist before it’s decided whether or not to add the report to the IAPP database inventory.

**To send in a report, simply:**

- Open Map Display
- Navigate and zoom to the location where you spotted the invasive plant
- Activate the Report-a-Weed tool
- Mark the location on the map by clicking on it with your mouse
- Enter the necessary data in the Report-a-Weed Wizard screens
- Click Submit
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Step-by-Step Instructions
In Map Display, navigate and zoom to the location of the invasive plant.
Use the many layers available from the blue 'Layers' tab at the top of the screen, and the navigation tools in the icon toolbar.

- Layers include orthophoto and hillshade in the Grids and Images section, which are very helpful when zooming in.
- Navigation tools include zoom in, zoom out, pan.
- The 'Find Location' tab also offers useful tools, such as 'Zoom to Municipality / Provincial Park / Place Name / etc.

- Click the Report-a-Weed icon in the toolbar to activate the Report-A-Weed tool.

Mark the location on the map.
- Click the location of the infestation on the map with your mouse. The map refreshes, centred around the weed location, and the UTM coordinates of the location are now displayed in the Step 1 of 3 screen.
- Click the Next button.

This launches the Report-A-Weed (Step 2 of 3) screen.

Enter the necessary data.
Please enter data in all the fields. The information you submit is confidential, but the invasive plant specialist who receives your report may share the information with your local weed committee coordinator, to expedite the follow-up process.

- In addition to your name, please supply either an email address or a phone number (or both), so that you may be kept informed on the status of your submission.
- Click the Next button. This launches the Report-A-Weed (Step 3 of 3) screen, where you can review the details of your submission.
  - If you wish to make a correction, click the Back button and the previous screen returns for you to make edits.
  - If you are satisfied with your submission, click the Submit button. You will be presented with the Thank You screen, and the submission will be placed in the specialist's inbox instantly!
  - If you change your mind, click the Cancel button. You will be returned to the standard 'About IAPP' start screen.