**Bike Ped Masterplan Crowdsourcing Tutorial**

**STEP 1:** Follow this link to access the web tool
https://egis.pinellascounty.org/apps/BikePedMasterPlan

**STEP 2:** When the tool opens an ‘about’ tab will open informing the user that their responses will take 48 hours (roughly) to become visible on the application. X out of this tab and select one of the tabs in the right hand corner.
STEP 3: To add a point **FIRST** select the +SUBMIT button on the bottom right hand side of the screen. This is shown below:

![Image of +Submit button on map]

STEP 4: Once you click +SUBMIT fill out the information provided by the dropdowns and fill out any comments you feel necessary to include. **MAKE SURE TO SELECT A CATEGORY FROM THE DROPDOWN OR THE DATA WILL NOT POPULATE ON THE MAP.** See below:

![Image of drop-down menu and map]

![Image of empty map with +Submit button highlighted]
STEP 5: If you log in and see someone has already added a destination, route, or obstacle that you agree with simply click that point or route that was logged and select the heart icon to indicate that you agree with the data that was already entered. This helps prevent duplication of points/routes that otherwise would clutter the map, but still provides us the feedback we need from users. See below:

NOTE: For all routes you wish to enter, when you get to the end of the route you must **DOUBLE CLICK** to complete the route, otherwise the route will not be logged. See below:
**All additional tabs outside of the crowd sourcing tool application are meant to provide more information to the user to help better visualize areas of concern, trail networks, local destinations, social equity, level of traffic stress, and more.**

**For optimum performance please use Google Chrome or Firefox browsers on a desktop computer or laptop.**

For any questions about this tool please contact **Jared Austin** at jaustin@forwardpinellas.org