



Boater Survey Field App Instructions

Using the Survey123 App

Using Survey123 to collect data in the field:

Step 1: Go to your app store on your smart device to download the FREE “Survey123” app, or **use the QR code to the right**. If the app is already on your phone from last season, skip to Step 2.

Step 2: Once you have downloaded the app, use the web browser on your phone to navigate to <https://arcg.is/1SD9HX> and click “Open in the Survey123 field app” to download the NH LAKES Boater Survey onto your mobile device. **This is case-sensitive.**

Step 3: Open the Survey123 App (green icon with a white checkmark). Click “Continue without signing in” and open the NH LAKES Boater Survey. Continue without signing in. *No password is required.*

Step 4: Once you have opened the NH LAKES Boater Survey, click the blue “Collect” button to open a fresh survey!

Step 5: Enter your survey information! Take your time and check to confirm you selected the correct fields.

Step 6: Hit the checkmark (lower right-hand corner) to submit your survey.

- If the local boat launch has limited cellular service, or to save on data charges, save your survey locally on your mobile device in your “Outbox” to be submitted later when Wi-Fi is available.
 - **Please Note:** You can keep your mobile device on airplane mode to conserve battery and cellular data.
- **Surveys saved in your outbox MUST be submitted to be counted.** Once access to Wi-Fi is available, turn off airplane mode and click the green “outbox” button.
- Once in the outbox, look for the light green oval “Send” button and hit send!

Step 7: Clean up the storage on your mobile device periodically.

- Open the Survey123 App (green icon with a white checkmark) and open the Survey123 App settings by clicking on the button in the top right-hand corner (seen as three white dashes).
- Click the “Settings” button that resembles a white gear.
- Click the “Storage” button that says “Manage local data.”
- Click “Delete Submitted Surveys.”
- **Note:** DO NOT select “Delete Survey” within the NH LAKES Boater Survey, or you will need to re-download the boater survey following Steps 1-5 above.

If you have problems, email lakehost@nhlakes.org.

