

Guidance for collecting data with iMapInvasives

Instructions and considerations for Invasive Species Grant Program Round 4 awardees to document invasive species presence, absence, treatment, restoration and monitoring using iMapInvasives.

This info is available anytime at www.nyimainvasives.org/isgp

Contact: imapinvasives@dec.ny.gov

Contents

What is iMapInvasives?	1
iMapInvasives access and setup:.....	2
Organizations	2
Projects	2
How to collect invasive species data:.....	3
iMap data collection tools	3
Data review and confirmation	3
Tagging your data to appropriate organization and projects:	4
Restoration and Resiliency	5
iMap data template	5
How to use iMapInvasives data for analysis:	5

What is iMapInvasives?

iMapInvasives (iMap) is the database software that is used to administer New York State's official Invasive Species Database program. This database acts as the central repository for data related to the surveying and management of invasive species by state agencies, professionals and the public.

iMap allows anyone to access, view, contribute or download data. Supported data types include presence, not-detected, and management data represented by points, lines and polygons – all of which can be viewed via our [web map](#). See [data types in iMapInvasives](#) for more information.



Searched area: Polygon to represent area of interest where invasive species work is occurring.

Presence data: Indicates the presence of an invasive species.

Not-detected data: Negative data for when a certain species was searched for but not found.

Treatment data: Indicates where invasive species are managed by manual, chemical or biological means.

In New York State, this dataset and associated data collection tools are maintained by the [New York Natural Heritage Program](#) (NYNHP).



iMapInvasives access and setup:

While anyone can access iMap, an account is required to submit or export data. You can create an account or log in to an existing account here: <https://imapinvasives.natureserve.org/imap/login.jsp>. Logging in brings you to the map viewer where you can filter and browse through all public data.

Having an iMap account also allows you to use Organizations and Projects. Creating or joining an existing organization (org) or project allows you to tag data to that org/project for quick filtering. These are also useful when multiple people collect data at a single site, or work is done at multiple sites. There is a **required project** that you must join and tag data to as part of the grant requirements; please see below for more information.

Organizations:

Setting up or joining “Organizations” in iMapInvasives allows groups of users to collect data together (e.g. an agency, non-profit, or other group). You and other members of your organization collecting invasive species data for this grant must join an organization to submit invasive species treatment records, and it is highly recommended even if you are only submitting presence and not-detected data.

You can browse the existing organizations within iMapInvasives via this link (select New York) <https://imapinvasives.natureserve.org/imap/services/page/OrganizationList.html>.

Contact imapinvasives@dec.ny.gov to join one of the existing organizations, or set up a new one. Please indicate if there are any members you would like to act as administrators for the org, allowing them to add/remove members, edit data, and create projects.

Projects:

Projects are an additional way to group data and users within iMapInvasives.

We have created a general project for DEC grant projects under the name ‘DEC Invasive Species Grant Program Round 4’ (Project #1799). Log into your iMap account and request to join the project [via this link](#), or you can reach out via email and request to be added to the project.

Everyone who intends to submit data for their grant project must join this project, and tag all data collected under their grant to this project.

Note: you can also create your own custom projects to further organize data. You are able to add members to a project without adding them to your Organization, which can be useful for data collection conducted by volunteers, or if you are working at multiple sites. Organization administrators can create Organization Projects, which are projects associated with your organization.

Links to related help documents:

- [Data types in iMapInvasives \(pdf\)](#)
- [Understanding your account \(pdf\)](#)
- [Organization administration in iMapInvasives \(pdf\)](#)
- [Create a project \(pdf\)](#)

How to collect invasive species data:

There are two categories for how you can submit data into iMap. You can use one of the existing data collection tools created by NYNHP which submits data directly into iMap, or you can align your own data collection tools with the iMap data schema to be imported into iMap manually.

iMap data collection tools:

There are several data collection tools to choose from with various levels of complexity. All of these tools (except for iMap Online) can be used offline after initial download and setup. The three that we suggest utilizing would be iMap Online, the iMap Mobile App, or iMap Survey123.

Features	iMap Online	iMap Mobile App	iMap Survey123
Platform	Web app	Mobile app	ESRI Survey123
Data collection user interface	Map-centric	<i>Form-centric</i>	<i>Form-centric</i>
Presence records, photos	✓	✓	✓
Not-detected records	✓	✓	✓
Treatment	✓		✓
Multi-record searched areas	✓		✓
Lines/Polygons	✓		✓
Functional without connectivity		✓	✓

iMap Online Interface: The online interface supports the collection of all data types (searched area, presence, not-detected, treatment), and geometry types (point, line polygon) in a map-centric graphical user interface, accessible via internet. [Link to video tutorial.](#)

iMap Mobile App: This tool offers the fastest, simplest method for collecting invasive species presence and not-detected point data in the field, without connectivity. This is the most popular data collection tool for community scientists and volunteers and is also quite popular with natural resource professionals. [Link to user guide](#)

iMapInvasives Survey123: This data collection tool provides access to all the data types (searched area, presence, not-detected, treatment), geometry types (point, line, polygon), and fields available in the online interface, but in a Survey123 form that can be used in the field, without internet connection. [Link to user guide.](#)

Data review and confirmation:

By default, all data that is entered into iMap comes in as ‘unconfirmed’. This means it has not been reviewed by an invasive species expert, and does not show up on the public map, though it can be viewed if you log in to an iMap account. Once an expert can verify the information included in a record is accurate, it gets confirmed and put onto the public map.

For confirmers to verify your records, it is usually required to have a photo associated with each record. However, we understand that in some cases when you are submitting many individual presences of a locally common and easily identifiable species, it may not be practical to submit a photo with every presence. **We require one high quality photo for at least one record per species, per site.** Photos should include identifying characteristics for the species (see this webinar recording for more guidance: [link to video](#)).

Tagging your data to appropriate organization and projects:

Some data collection tools use your iMap username and password to log on and access your orgs and projects, while others will require the associated numbers. Your iMap 'Person #' can be found under the 'Your Account' tab, and the 'org #'/'project #' can be found in the URL of that org/project page.

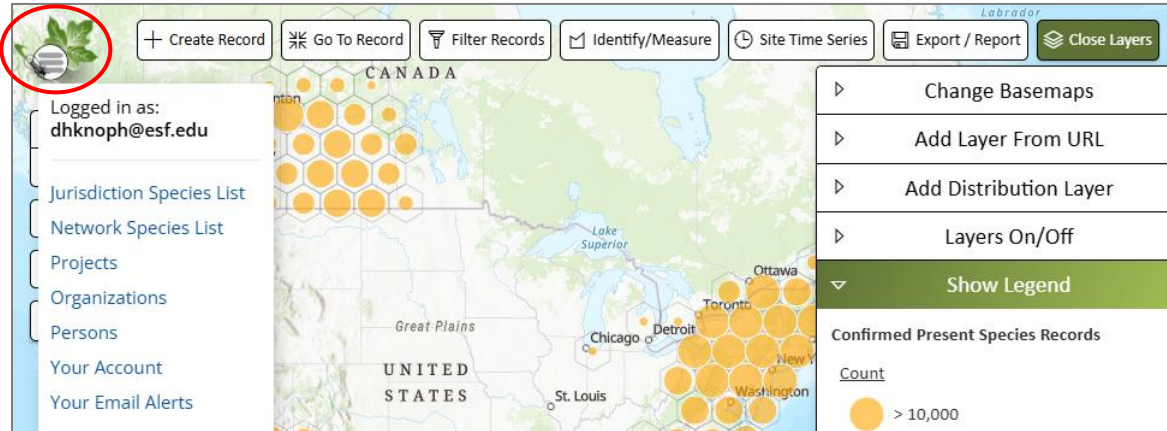
Online Interface: log in with your username and password. When you create records, your primary organization will automatically apply to your records, and you can select relevant projects from a dropdown.

Mobile app: In preferences, enter your username and password, and retrieve iMap lists to sync your account. Then, scroll down and you can set a default project and organization. You can also select organization and project from dropdowns while creating records.

Survey123: You will need to know your Person ID, Organization ID, and Project ID.

- **Person ID:** Sign in to iMap online, navigate to 'Your Account' page from the main menu.
- **Organization ID:** Sign in to iMap online, navigate to 'Your Account' from the main menu, and scroll down to 'Organizations'. Click on your organization to view the organization page: the ID is at the end of the Organization URL.
- **Project ID:** enter #1799
 - *Note: Only one project can be attributed to a record at the time of submission. If you'd like to use additional projects, the original observer or an organization admin can edit records to add projects (this is optional). Edits must be made prior to confirmation.*

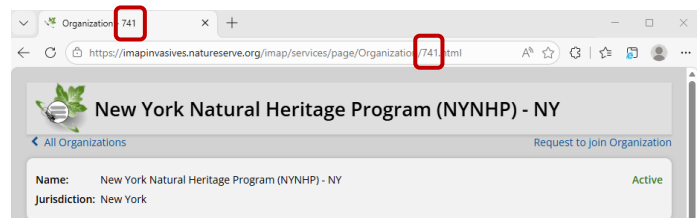
The iMapInvasives map viewer after logging on to an account. The menu in the upper left corner allows access to pages for 'Projects', 'Organizations', and 'Your Account':



An example of the information found on the 'Your Account' page, including your Person #:

Douglas Knoph (Base user) Edit			
Username: dhknoph@esf.edu		Active	
Home Jurisdiction: New York		Confidential Viewer	
Primary Organization: Not Listed			
Join Date: Mon Apr 15 2024			
Training Date: Not Listed			
Last Login Date: Wed May 20 2026			
Person #36165 See Less			
First Name:	Douglas	Email:	dhknoph@esf.edu
Last Name:	Knoph (Base user)	State:	Not Listed
Job Title:	Not Listed	ZIP/Postal Code:	Not Listed
Profession:	Not Listed		
Pesticide Applicator License #:	Not Listed		

Example of an Organization page. The numbers encircled in red are an 'org #'. You can also request to join an organization from this page.



Links to Related help documents:

- [Field data collection tools summary \(pdf\)](#)
- [iMap mobile app \(pdf\)](#)
- [Survey123 form \(pdf\)](#)
- [Submitting a record via the online interface \(video\)](#)
- [Offline basemaps \(pdf\)](#)

Restoration and Resiliency:

There is a separate **iMap Restoration Survey123 form** to document restoration plantings and related activities at an invasive species management site. This form and the resulting data are structured similarly to the rest of the iMap system, with a few special features specific to restoration. The general workflow:

1. **Before you start putting plants in the ground, or related activities:** Delineate the area where you are conducting restoration and fill out some fields to describe the condition of pre-existing native vegetation.
2. **When you conduct your planting or related activity:** Delineate the area where you are putting plants in the ground, and indicate which species you are planting and other related activities.
3. **Following years:** Return to the area where you conducted plantings or related activities and fill out fields to describe the condition of native vegetation, and the success of planted species.

Note: To document invasive species presence and treatments, please use the classic iMapInvasives mapping tools (e.g. the general iMapInvasives Survey123 form).

More information on the iMap Restoration Form: www.nyimainvasives.org/isgp

iMap data template:

For individuals or organizations that wish to use their own data collection tools or methods, you can align your data fields to match the iMap data schema. This allows for bulk uploading data into iMap after field work is completed. If you are interested in this option, please reach out to us directly at imapinvasives@dec.ny.gov for more information. **Please do not design your own data collection forms without consulting the iMap data template first. We cannot guarantee that data can be uploaded into iMap if it is not in a compatible data schema.**

How to use iMapInvasives data for analysis:

Once your data has been successfully uploaded into iMap, there are several tools that allow for further analysis.

Built-in report tool: Using the 'Report/Export' tool in the map viewer, there are four reporting options for generating metrics based on your data (species list by geography, infested area, area treated, approaching region.) These quick report options produce totals and data summaries based on your selections.

Data export tool: The data stored in iMap can be exported to create maps or run additional analyses. Using the 'Report/Export' tool, you can export up to 10,000 records at a time in your choice of spatial or spreadsheet formats. For assistance in exporting datasets larger than 10,000 records, please reach out to imapinvasives@dec.ny.gov.

Links to related help documents:

- [Reports \(webpage\)](#)
- [Downloading data \(webpage\)](#)



Reach out to the iMapInvasives Team at the New York Natural Heritage Program if you have any questions:
imapinvasives@dec.ny.gov