OPENING THE APP AND LOGGING IN

To open Collector for ArcGIS, locate the following icon.

The first screen should provide you with 2 login options. Select the first button: ArcGIS Online. Enter the following credentials into the “Sign In” window and press “SIGN IN” when complete.

Username: SDOT_CurbRamp
Password: sdotcurbramp2017
PERFORMING AN INSPECTION

Every sidewalk in our database has been assigned a curb ramp at the low, mid, and high end of the block.

Legend - Green curb ramps have been inspected. Gray curb ramps have not been inspected in this app.

To perform an inspection...

1) Select the curb ramp you are inspecting by tapping it on the map.
2) To edit the values for the ramp, click the edit button.
3) Fill out the curb ramp inspection information by clicking on each field and either picking a value from the dropdown menu or typing in a numeric measurement.
   a. Numbers preceding inspection fields correspond to the numbers on the curb ramp diagrams.
b. Some fields are only required if you are inspecting a perpendicular or parallel ramp.
   i. These are distinguished in the collector app with the perpendicular (Type 422A) symbol ‘⊥’ and
      the parallel (Type 422B) symbol ‘//’

c. The last two fields, ‘Lower Landing Grade Break’ and ‘Ramp Within Crosswalk?’ only need to be filled out
   when inspecting virtual review ramps

4) After all the applicable fields have been filled out, press the “Update” button in the top right corner. Inspection
   information is immediately accessible to Asset & Performance Management staff.
5) If the curb ramp icon turns into a red square, it means that one or more inspection fields is out of compliance and “No” was selected for MEF Documentation.
6) If the curb ramp you are inspecting is not shown on the map because it is a newly built sidewalk or median island, you can add a new curb ramp.

   a. To add a curb ramp, press the ‘+’ tab and select the ‘No, Curb Ramp Inspections’ Option

   b. Though the app will attempt the place the point at your current GPS location, you should always manually place the point on the map approximately where the new curb ramp is located
c. Fill out the inspection information as usual and press submit.

CURB RAMP INSPECTION PHOTOS

1) After completing the inspection, take two pictures of the curb ramp: one of the overall ramp and one of a level showing the ramp running slope. The slope in the photo should correspond with the maximum slope recorded in the inspection.

2) Save the photos in OneDrive folder: https://seattlegov-my.sharepoint.com/personal/colleen_fegley_seattle_gov/_layouts/15/guestaccess.aspx?guestaccesstoken=qdsbrfdeh%2fOrrdMJHiDbuNwxhUW4USjTraSh42ssODDs%3d&folderid=2_148b57b753ba340878989c3829e9d34e7&rev=1
   a. You can download OneDrive App on device or use the web browser.
   b. You can take the curb ramp photos directly in OneDrive if you have the App.

3) Once the photos are saved in the folder, please copy and paste the Ramp Key from the collector application and rename the photos using this ID.
4) Example: CurbRamp_SDW-21624L-1 for overall photo and CurbRamp_SDW-21624L-2 for running slope photo.

5) If you created a new curb ramp in the Collector App, use CurbRamp_SDW-0-1, CurbRamp_SDW-0-2, CurbRamp_SDW-1-1, etc. as your photo naming convention.

For questions please contact Justin Chan at Justin.Chan@seattle.gov