Access Training Maps Job Aid

Users should take extreme care not to enter real data in a training map.

Training maps are used for training and allow for free data entry of practice data. These maps are hosted in a separate environment from production, or official, data collection tools.

All PPQ pest survey maps created by the End User Tools for nationwide use have a training version which is shared to the "PPQ EUT Training" group on the MRP Stage environment. Users can supply themselves access to these maps freely using the steps below.

You will need

MRP Stage portal URL: https://maps-stg.mrp.usda.gov/arcgis/

eAuthentication Level 2 (Username and Password or PIV card if from a PC)

A minimum portal user role of APHIS_Field_Worker

Steps to add your access

From a web browser (not Internet Explorer), navigate to the MRP Stage portal.

Enter your eAuthentication username and password (or choose PIV card) to sign in.

Click on the "Groups" button in the main menu at the top of the page.
Then click the "My Organization's Groups" button in the blue banner.
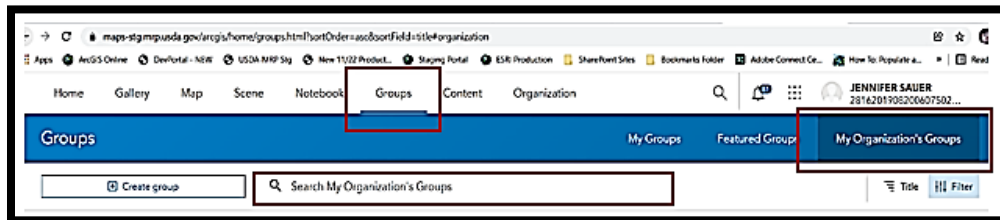(See red boxes in **Figure 1**)

Figure 1. Groups and My Organization's Groups tabs

In the "Search My Organization's Groups" window, type "PPQ EUT Training" and hit Enter. Click on the title of the "PPQ EUT Training" group. (**Figure 2**)
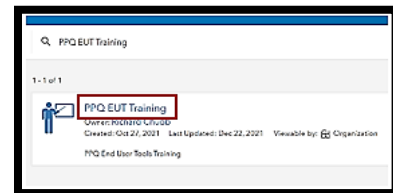
At the right side of the page, click the "*Join this group*" button. You should see a confirmation message briefly appear near the top of the page.

Figure 2. Type in PPQ EUT Training to locate

Click on the Content tab. Maps are listed alphabetically by title and a search bar allows the user to type in a portion of the title (i.e. the pest program abbreviation). (**Figure 3**)
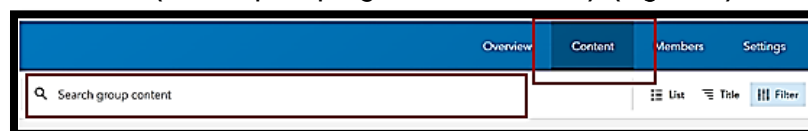

Figure 3. PPQ EUT Training Group: Content tab and Search bar