
INSTRUCTIONS FOR EPA SANITARY SURVEY APP FOR MARINE AND FRESH WATERS

Revised July 2023



This Document Provides Instruction For:

Requesting Credentials to the EPA Sanitary Survey App for Marine and Fresh Waters

- Request Access Credentials (Username and Password) [\[jump to section\]](#)

Accessing the Survey123 Application

- Option A. Instructions for downloading the Survey123 app on your smart phone or tablet [\[jump to section\]](#)
- Option B. Instructions for downloading the Survey123 app to your computer or web browser [\[jump to section\]](#)

Steps for Downloading and Using the Sanitary Surveys in Survey123

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Viewing and Exporting Your Sanitary Survey Data

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- Option B. Retrieving data using the Survey123 Website [\[jump to section\]](#)
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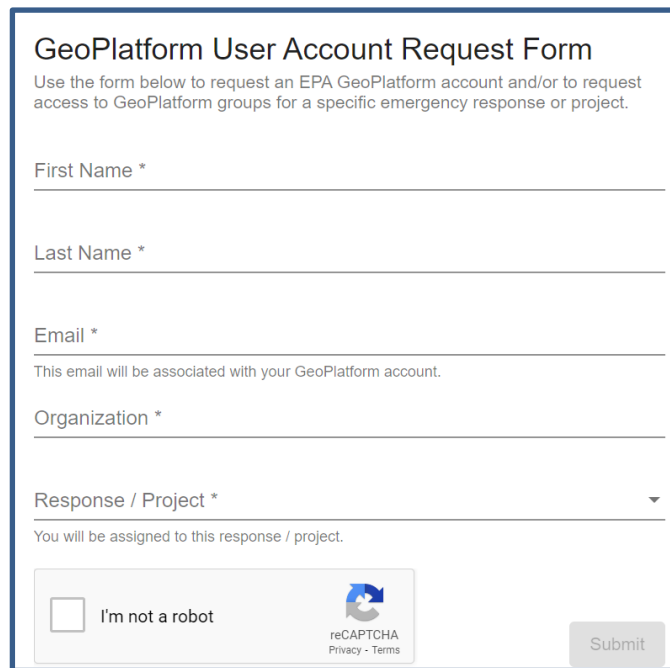
Send any questions, comments, or suggestions to EPA_SanitarySurveyApp@epa.gov.

REQUESTING CREDENTIALS TO THE EPA SANITARY SURVEY APP

Request Access Credentials (Username and Password)

Before you can access the EPA Sanitary Survey App for Marine and Fresh Waters you will need to request a username and password from EPA. Go to <https://r9data.response.epa.gov/request/> to request your credentials using the GeoPlatform User Account Request Form (Figure 1). All fields on the form will need to be completed and click the box “I’m not a robot”. For the **Response/Project**, select **Freshwater and Marine Sanitary Survey**.

At time of account creation, your account will be set to a General User which only has permission to submit, view, edit and download your own data.



The screenshot shows a web form titled "GeoPlatform User Account Request Form". Below the title is a brief instruction: "Use the form below to request an EPA GeoPlatform account and/or to request access to GeoPlatform groups for a specific emergency response or project." The form contains several input fields: "First Name *", "Last Name *", "Email *", and "Organization *". Below the "Email *" field is a note: "This email will be associated with your GeoPlatform account." Below the "Organization *" field is a dropdown menu labeled "Response / Project *". Below the dropdown is a note: "You will be assigned to this response / project." At the bottom of the form is a reCAPTCHA "I'm not a robot" checkbox, a reCAPTCHA logo with "reCAPTCHA Privacy - Terms" text, and a "Submit" button.

Figure 1. Sanitary Surveys GeoPlatform User Account Request Form

After the **GeoPlatform User Account Request Form** is submitted, you will receive a username and temporary password within 48 hours. Your access credentials will allow you to access the surveys using Survey123 on your smartphone, tablet and computer as well as download your data from EPA’s Geo- Platform (see detailed instructions on the following pages).

- **External users** (i.e., non-EPA), when you sign into the ArcGIS Online (see **Step A.2a**), you will be prompted to change your password. External users will also be required to complete multifactor authentication (MFA) for their accounts. There are two ways to authenticate your account – using Login.gov or a desired authenticator for mobile devices. Instructions to complete the MFA process can be found in Appendix A [[jump to section](#)].
- **EPA user** accounts will be linked to their LAN User ID after requesting access to the App. All EPA staff are automatically granted a full GeoPlatform organizational account the first time they access it. Staff can request access to the surveys by emailing EPA_SanitarySurveyApp@epa.gov and will be automatically added to the group. Follow the instructions in **Step A.2b** to login into ArcGIS Online.



ACCESSING THE SURVEY123 APPLICATION

This section contains instructions for accessing the EPA Sanitary Survey App for Marine and Fresh Waters using the Survey 123 app on a mobile device (e.g., phone, tablet) and a web browser. The Survey123 app and the EPA Sanitary Survey App should be downloaded before going into the field. By downloading the surveys in advance, you will be able to access and complete them without the need for WiFi or an Internet connection.

Important
If there is no WiFi or Internet connection in the field, download the surveys before going into the field to conduct the sanitary survey.

Option A: Instructions for Downloading the Survey123 App on Your Smart Phone or Tablet

Step A.1: Download Survey123 Application to Use the EPA Sanitary Surveys for Marine and Fresh Waters

Download and install the Survey123 application (Figure 2) onto your mobile device from the [Google Play](#) Store or [Apple app store](#).



Figure 2. Icon for Survey123

Step A.2a. Sign in to Survey123 for External Users

- (1) Enter the username and temporary password provided to sign into ArcGIS Online (Figure 3). Note that the extension “EPAEXT” in the username is not case sensitive.

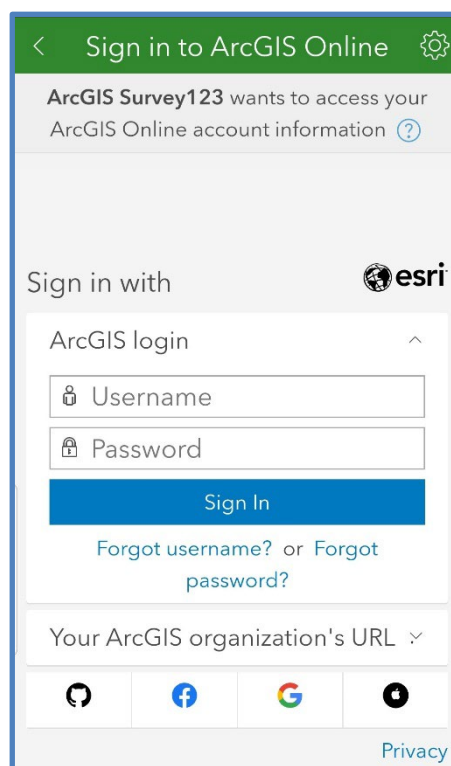


Figure 3. Login Screen for ArcGIS Online



(2) Once you have logged in for the first time, you will be prompted to change your password (Figure 4). Enter the old password and then a new password and re-enter new password in Confirm password following the password tips provided.

Password Tip

- Password must not match username
- Cannot be same as old password
- Must be at least 13 characters long
- Contain at least 1 letter(s) (A-Z, a-z)
- Contain at least 1 number(s) (0-9)
- Must be different from the last 12 passwords

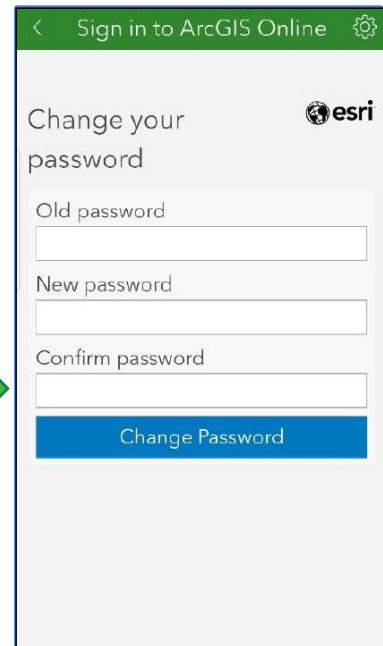


Figure 4. Password change screen

(3) You will then be prompted to enter a security question (Figure 5). Once you've completed this step you will see the My Survey 123 home screen and you can begin downloading the surveys by following the steps for downloading and using the sanitary surveys.

Note

If you are unable to access the surveys, please contact EPA_SanitarySurveyApp@epa.gov.

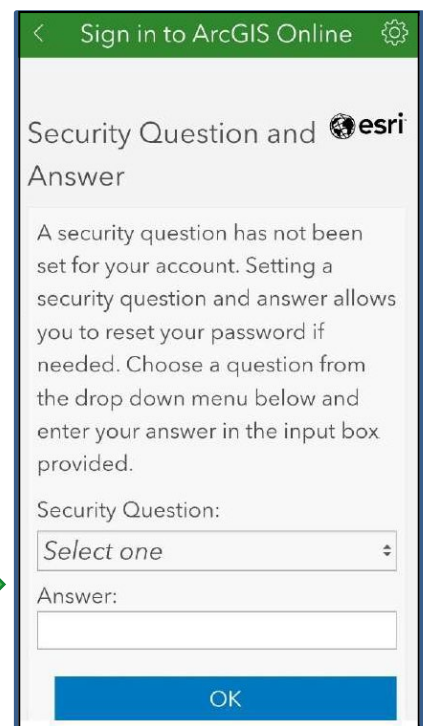


Figure 5. Security question screen

A.2b. Sign in to Survey123 for EPA Users

- (1) Select **Your ArcGIS organization's URL** (Figure 6).
- (2) Type in **"EPA"** (not case sensitive) as the organization and select **Continue** (Figure 7).
- (3) You will then be redirected to a second screen (Figure 8). Select **EPA Enterprise** again.
- (4) Select the Login.gov when prompted to "Select a Login Method" (Figure 9).
- (5) You will then be redirected to the Login.gov screen to select LOGIN.
- (6) Agree to the privacy policy.
- (7) Enter your email address and Login.gov password or select "Sign in with government employee ID (Figure 10)."
- (8) Check the box to accept the Login.gov Rules of Use and Continue.
- (9) Choose Present PIV/CAC card or click the link "choose another authentication method: (a) Text, (b) Automated phone call, or (c) Government employee ID and continue (Figure 11).
- (10) Enter One-time code, select "Remember Browser" and Submit (Figure 12).

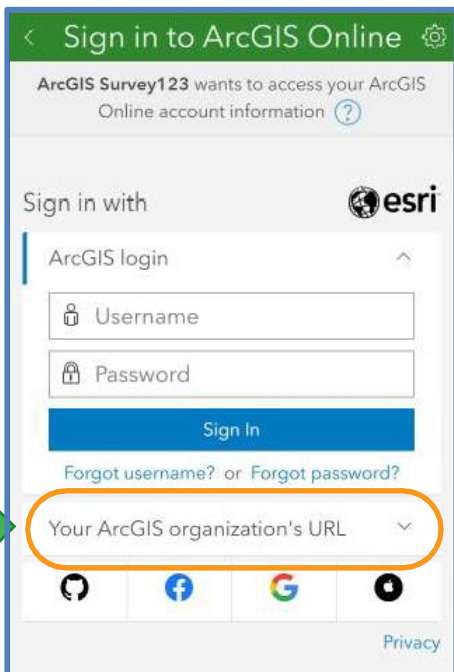


Figure 6. EPA user login in

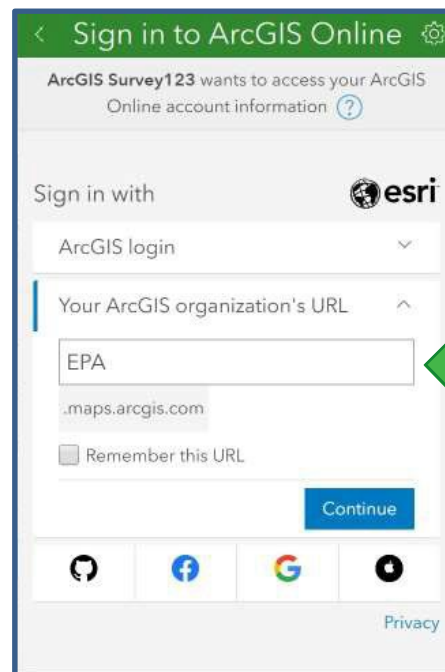


Figure 7. Enter "EPA"

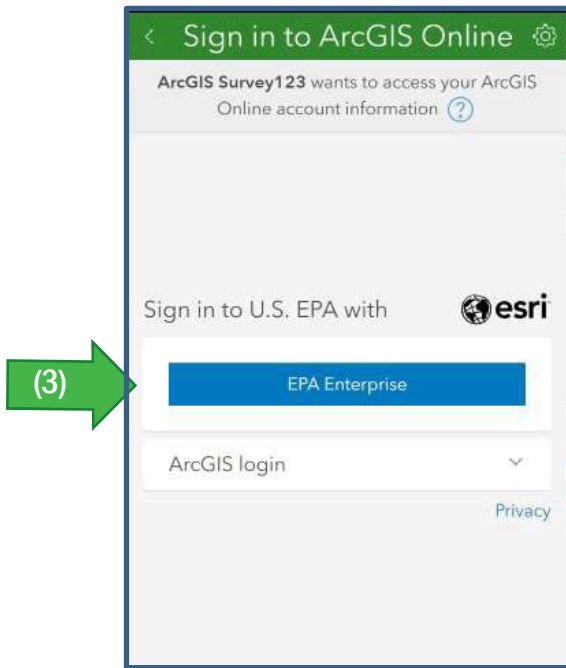


Figure 8. Select EPA Enterprise

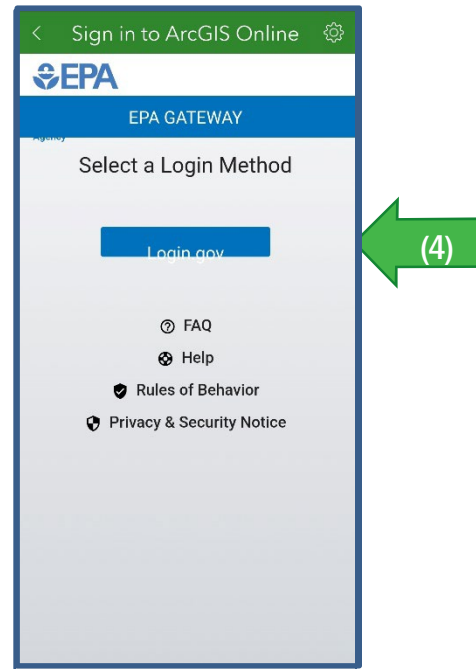


Figure 9. Enter your LAN username and password or log in with your PIV card

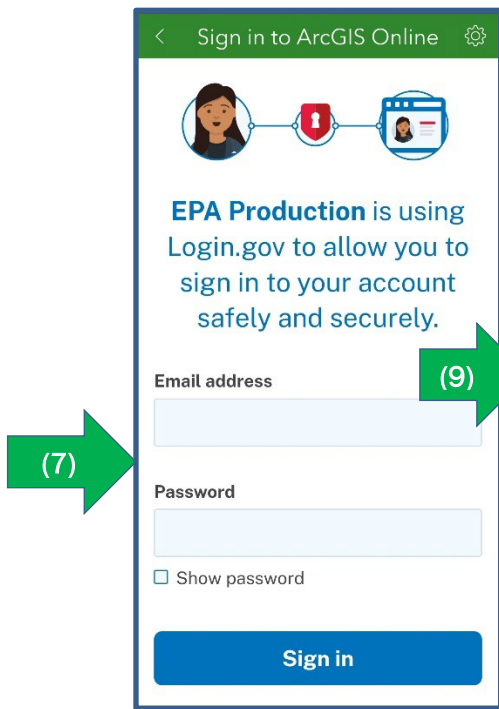


Figure 10. Login.gov Sign In

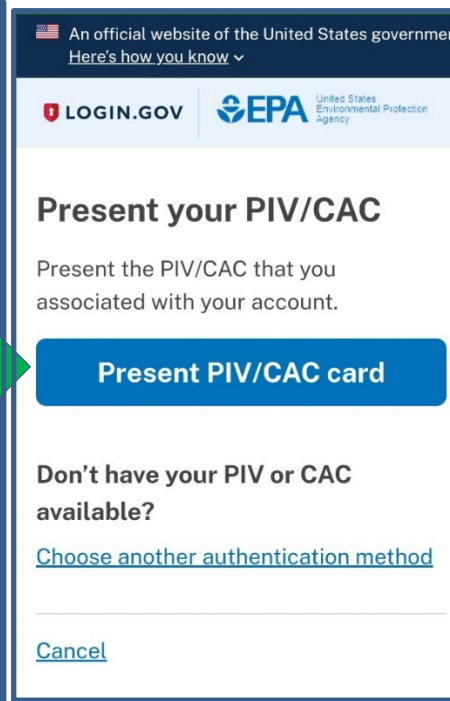


Figure 11. Choose Authentication Method

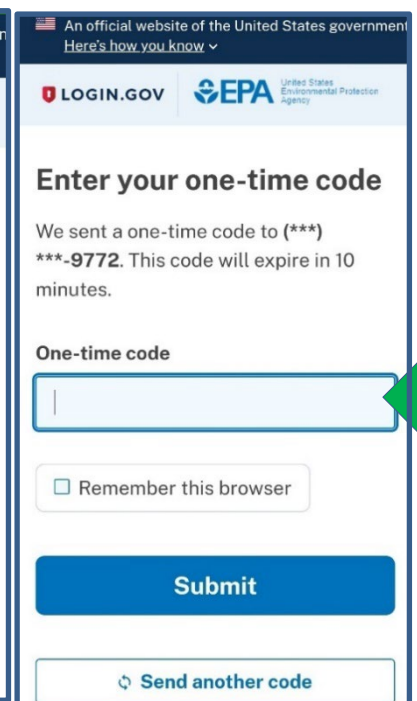


Figure 12. Enter One-Time Code

*Please note that the green arrows refer to the steps described in section A.2b.

Option B: Instructions for downloading the Survey123 app to your Computer or Web Browser

Step B.1. To access go to: <https://epa.maps.arcgis.com/home/index.html>. Then click on the **Sign In** button on the top right corner (Figure 13).



Figure 13. GeoPlatform main screen

Step B.2. To sign in, [external users](#) will need to follow **Step A.2a**, while [EPA users](#) will need to follow **Step A.2b**. These steps are on pages 3 - 5 (Figure 14).

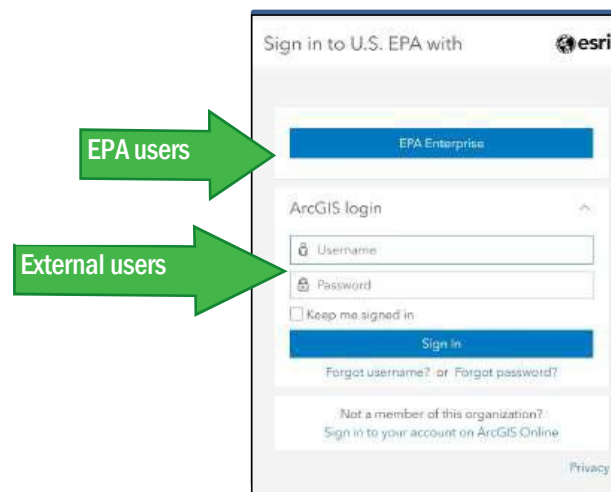


Figure 14. Sign in window

Step B.3: Select **Groups** on the main menu (Figure 15).



Figure 15. GeoPlatform main menu after logging in

Step B.4. Select the **Group Freshwater and Marine Sanitary Surveys – General Users** (Figure 16). In the **Recently added content** (Figure 17) you can view some of the surveys. Select **View All Group Content** at the top of the icons (shown in Figure 17) or at the bottom of the page to see all of the surveys.

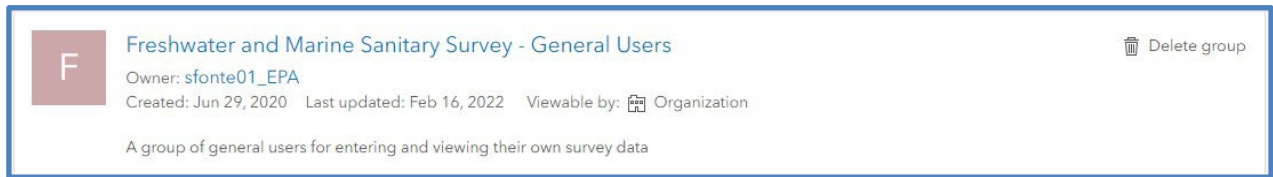


Figure 16. Freshwater and Marine Sanitary Surveys -- General User-Group

You will find four types of files in this folder for each of the sanitary surveys: a **Web Map**, a **Form**, and two **Feature Layers**. You can hover over the icon to see the name of the file type. Web Maps and Feature layers are part of each survey form and the Form pulls data from each of these files.

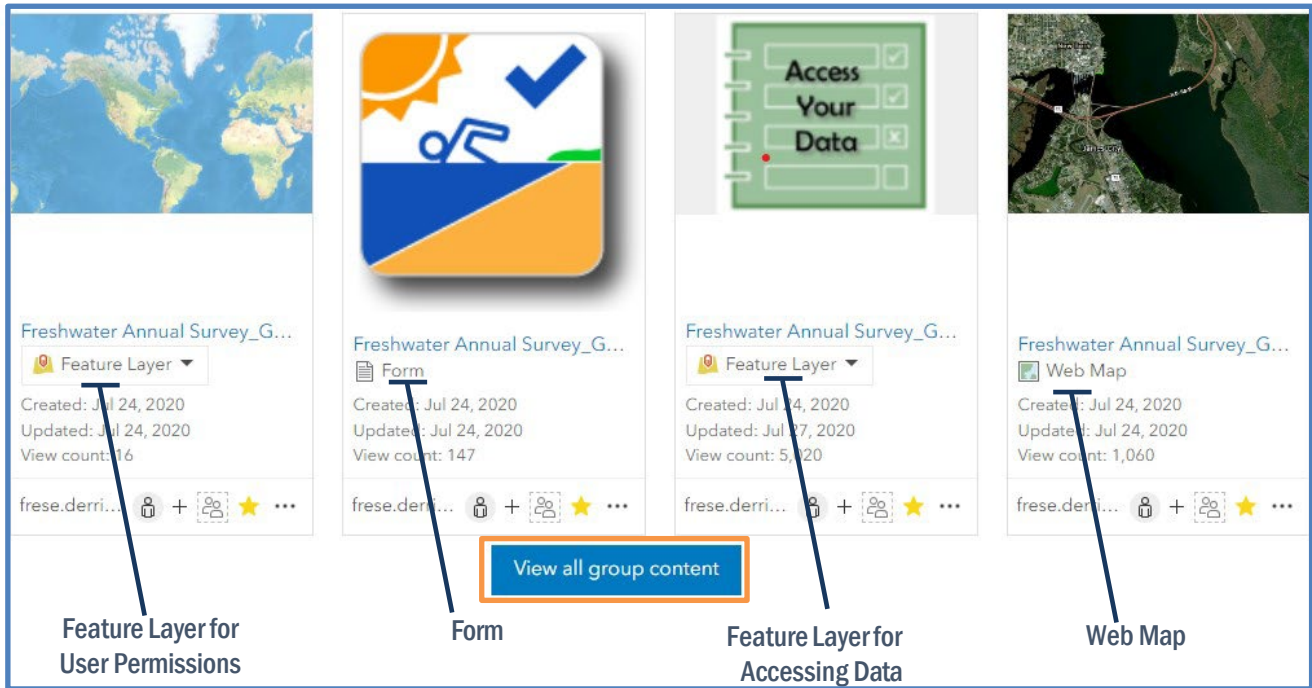


Figure 17. Sanitary survey files types on the EPA GeoPlatform

Step B.5. Select only the **Form** (i.e., with the swimmer pictogram or paper icon in Figure 17) by clicking on the name of the survey form (e.g., Marine Sanitary Survey). Once the form opens, you can choose to either open the survey in the browser or in the Survey123 app. Click on **Open in Survey123** drop-down menu, and then select **Open in browser** or **Open in Survey123 app** (Figure 18). If you select the **Open in Survey123 app**, you will be redirected to a download page.

Note

After clicking on the survey form, the name listed here will not be yours but rather the name of the developer.

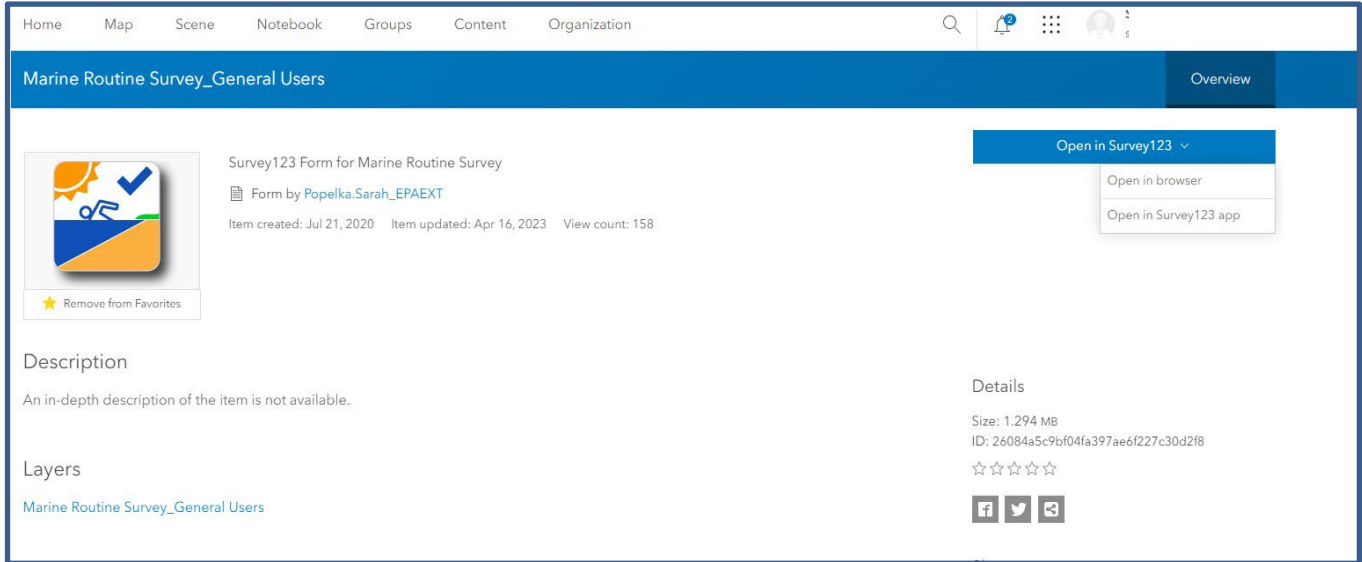


Figure 18. Opening Survey123 from your browser

Step B.6. Click **Download** to download the Survey123 app. You will be redirected again to the ArcGIS Survey123 Resource Page to download the appropriate ArcGIS Survey123 app for your processing system (Figure 19).

Step B.7. Once you’ve downloaded the Survey123 app on your computer, follow the steps for downloading and using the sanitary surveys on pages 3 - 5. External users will need to follow **Step A.2a**, while EPA users will need to follow **Step A.2b** to sign in.

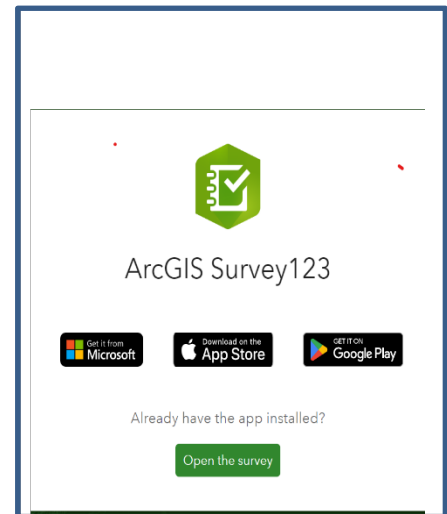


Figure 19. Download for your processing system

STEPS FOR DOWNLOADING AND USING THE SANITARY SURVEY

1. Instructions for Downloading the Survey in the App

Step 1: Download EPA Sanitary Surveys in Survey123

As a first-time user of the App, once you log into the Survey 123 app with your credentials, you should see an image like Figure 20 that says, “**Looks like you don’t have any surveys on your device.**” Select **Download Surveys**. Then go to **Step 2a**. If you had previously downloaded surveys or if a new version of the survey is released, you will need to update your surveys to the latest versions (see **Step 2b**).




Figure 20. Download surveys in Survey123

Step 2a: Downloading Surveys for First Time

Select the sanitary survey(s) you wish to download to your device:

- Marine Routine Survey
- Marine Annual Survey
- Freshwater Routine Survey
- Freshwater Annual Survey

There may be a slight delay in seeing the surveys because they are loading. Downloads occur one at a time by selecting each download icon  next to each survey. After downloading the surveys for the first time, go to [Tips on Completing the Survey](#) (page 12) or [Instructions for Submitting and Saving Sanitary Survey Data](#) (page 14).

Step 2b: Downloading Newer Versions of Surveys

Periodically, EPA will make updates to the surveys and you will need to download the latest versions of the surveys before you can begin using them. When downloaded, newer versions of the surveys will appear on your **My Surveys** page and will replace previously downloaded surveys on your device.

You may see on your **My Surveys** screen, notification that there are updates available. There may be instances where you may need to delete an old survey before downloading a newer version. Follow these instructions when downloading newer versions.

Delete old surveys first: There isn’t a batch process to delete all old surveys at once, so each old survey will have to be deleted individually. To delete old surveys, open each survey by clicking on the survey icon; and then click on the triple horizontal bars on the upper right-hand corner (Figure 21); and then click **Delete Survey**. Make sure you do it for each survey.

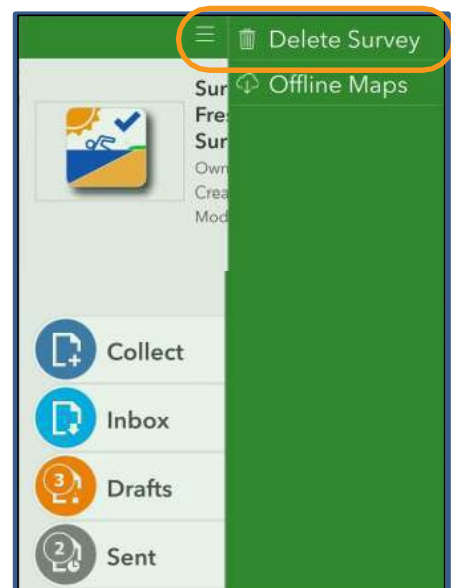





Figure 21. How to delete surveys





After deleting all old surveys, you can proceed with downloading the newer versions. Figure 22 is the notification you will see on your **My Surveys** screen when updates available.




Figure 22. Updates available notification

To download the latest versions, begin by selecting the Person icon  in Figure 22 or your initials  (this is the icon to the right of  icon on the top right of the page).

Click  Download Surveys to download the survey. A list of surveys to be updated will appear. If the survey needs to be updated, it will have a cloud icon  next to it. Click the cloud icon next to each survey.

From time to time, based on user feedback and enhancements, the surveys will be updated. EPA will notify users when newer versions of the surveys have been released, so users can ensure they are using the latest versions. These instructions can be used to download newer versions of the surveys.

Return to My Surveys by selecting the back arrow. 

Step 4: Opening the Survey

Select the survey you plan to complete by clicking on the survey icon (e.g., the marine annual survey has this icon).



Click the **Collect** button at the bottom of the screen to open the survey to begin entering your sanitary survey data.



Give Survey123 permission to access your location or camera data to allow for full application functionality.

Step 5: Begin Collecting Data

To begin entering data, use the navigation arrow buttons at the bottom of the screen (Figure 23) to navigate through the survey pages.

Navigation arrow button

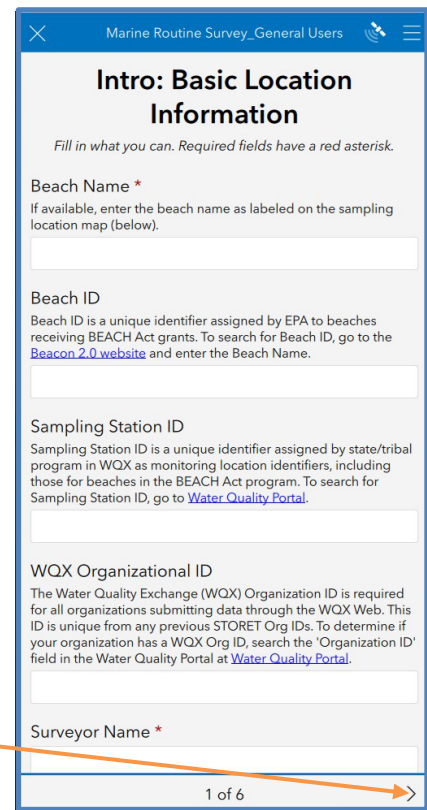


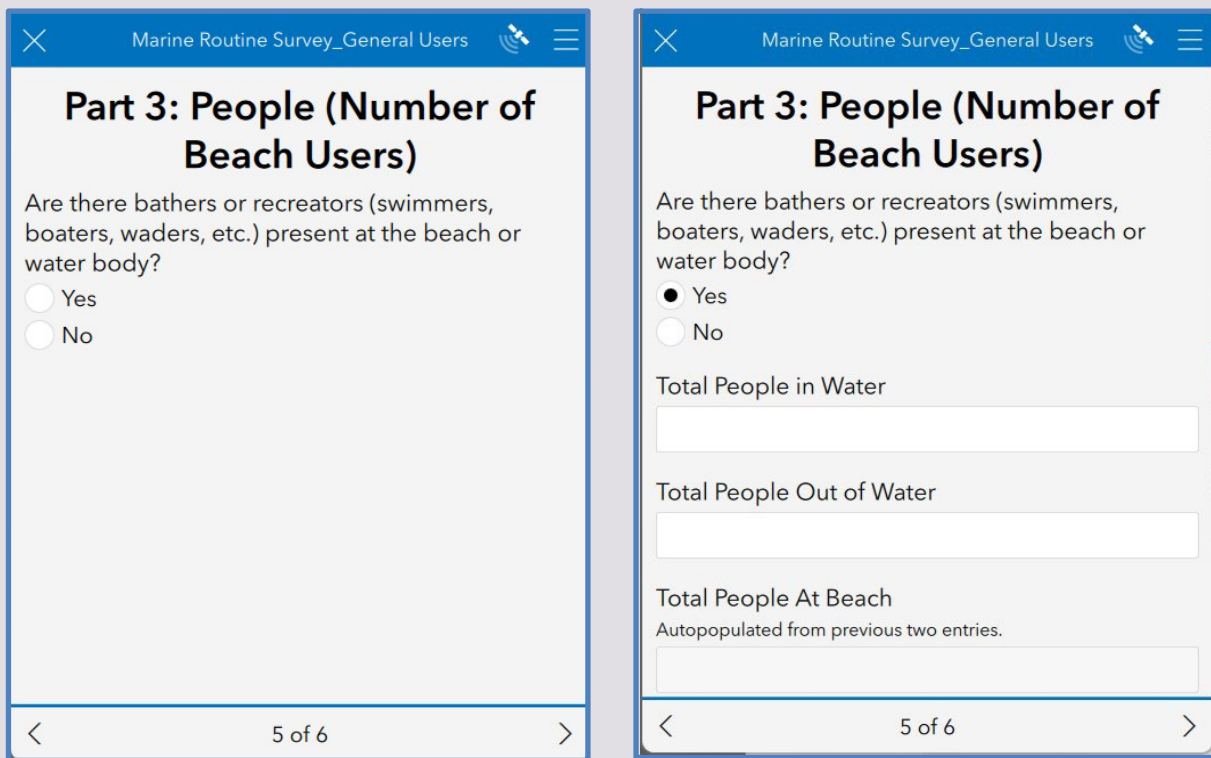
Figure 23. Freshwater Routine Sanitary Survey - Page 1

2. Tips on Completing the Survey

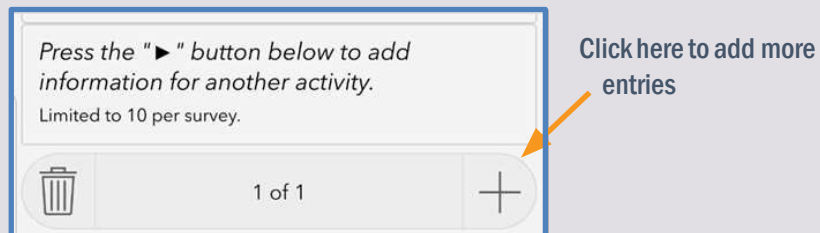
Survey Features

While several questions at the beginning of the survey are required (as indicated by a red asterisk, *) **most of the survey questions are optional.** As you enter the data, you will see the following features: embedded questions when entering certain responses; questions with repeats that allow you to enter data for up to 10 entries; sections that collapse to hide information and reduce length of survey; and sections for taking (multiple) photos. See the screenshots to learn more about these features.

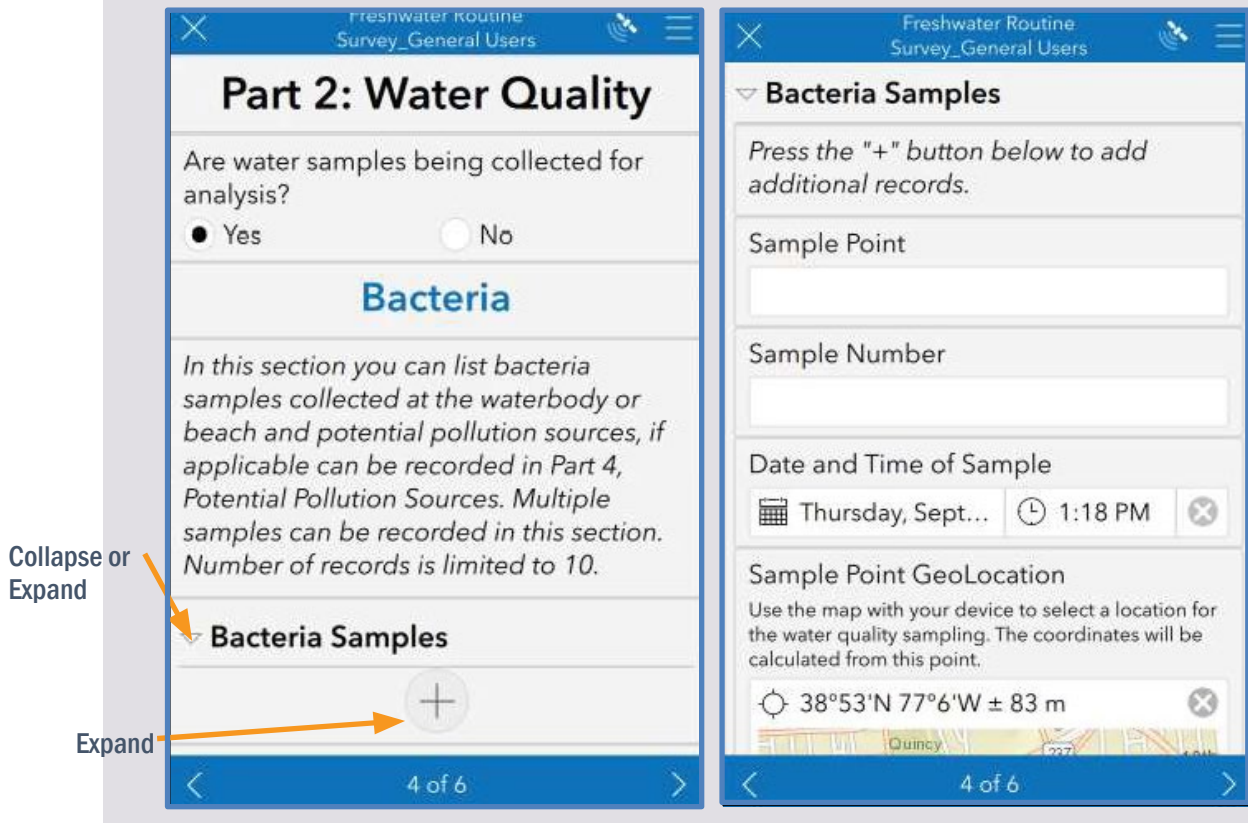
Embedded questions that appear when you select Yes for certain responses in certain sections of the surveys. Below is an example of how **Part 3: Bather Load** expands to show embedded questions after selecting “Yes.”



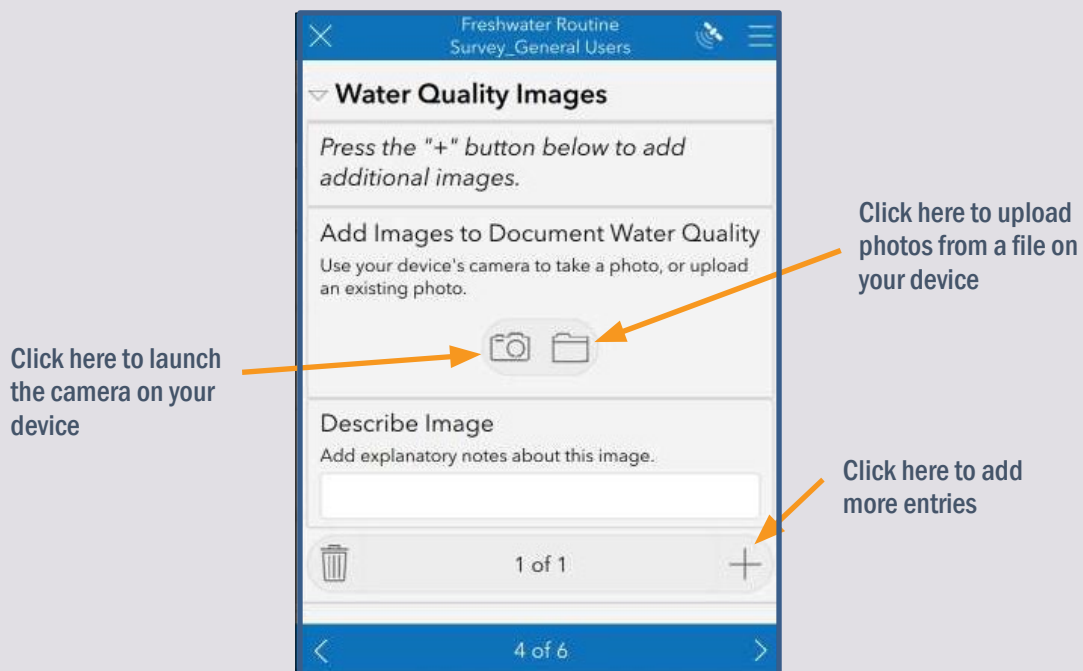
Questions with repeats allow you to enter data for up to 10 entries. In the example below, press “+” to add more entries



Sections that collapse to hide information and reduce length of survey. In the example below, pressing the arrow on the top left will collapse the bacteria samples section and “+” to expand the section.




Sections for taking or uploading (multiple) photos. In the example below, press “+” to add more photos.

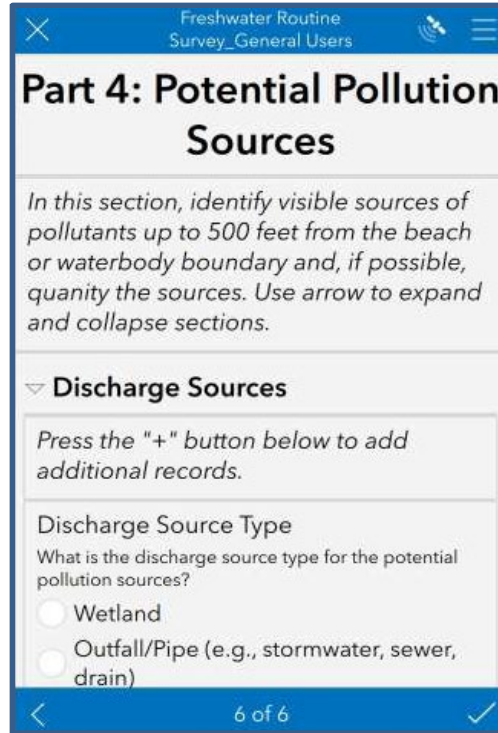


3. Instructions for Submitting and Saving Sanitary Survey Data

Submitting the Survey

Step 1. Once you've completed the survey, use the check button  at the end of the survey to validate the submission (Figure 24). Once the app checks that all the required fields are filled in, the survey will be considered complete and ready to be submitted to the EPA GeoPlatform.

If you don't click the check button, your work will not be saved.



Validate submission "Check" Button icon

Figure 24. Freshwater Routine Sanitary Survey - Page 6

Step 2. The Survey Completed window (Figure 25) will appear with three choices – Send now; Continue this survey; or Save this survey in the Outbox.

- **Send now:** This will upload your data to the EPA GeoPlatform if you have WiFi or Internet access. Once your data is on the GeoPlatform you can view and download.
- **Save this survey in the Outbox:** This will save your survey to the Outbox folder on the main screen for the survey below the **Collect** button. Select this option if your device is offline or you have no WiFi or Internet access.

» Once you have reconnected to WiFi or the Internet, return to the saved survey in the **Outbox** to submit your survey to the EPA GeoPlatform.

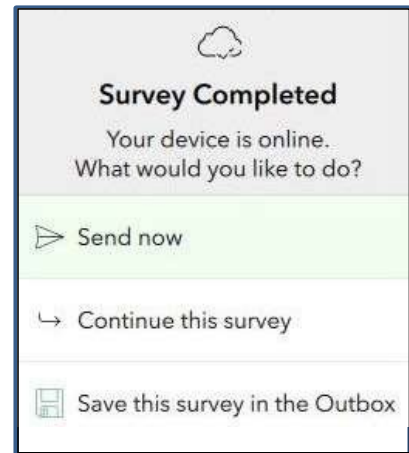


Figure 25. Survey completed screen

All surveys sent to the EPA GeoPlatform are saved to a **Sent** folder on the main screen for the survey below the **Collect** button (Figure 29). These surveys can be edited and resubmitted or data can be copied to a new survey (Figure 26). An edited and resubmitted survey will replace the previously submitted data. Surveys submitted can also be viewed in the **Inbox** (Figure 29). Select **Inbox** and then **Refresh** to load the surveys you have submitted.



Figure 26. Edit or resubmit survey

Closing and Returning to your survey at a later time

By clicking the close button in the top left-hand corner (Figure 27), you will be prompted to **Save the Survey in the Drafts** (Figure 28). The draft survey will be saved in a **Draft** folder on the main screen for that survey below the **Collect** button (Figure 29). To edit or complete the draft survey, reopen the same survey form again, select the **Drafts** folder and find the draft survey you want to complete. Begin adding additional information to complete the survey.

Close button

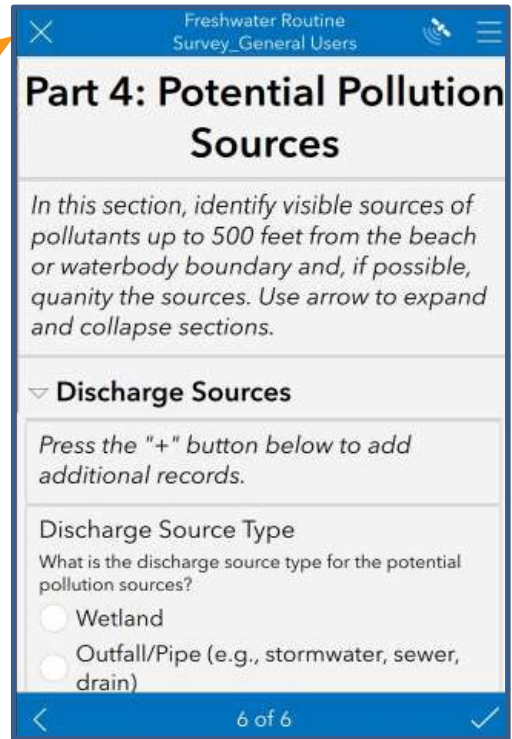
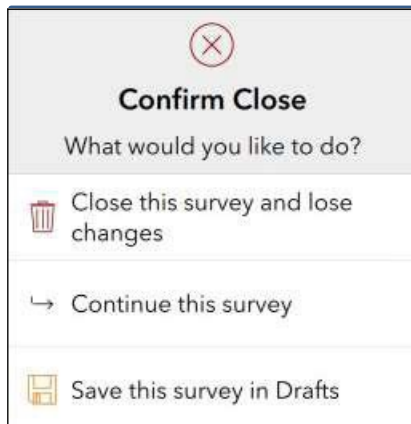


Figure 27. Freshwater Routine Sanitary Survey - Page 6



Tip
Unable to complete a survey? That's OK – save your surveys as a draft and come back later

Figure 28. Saving the survey as a draft

Survey Homepage

Based on your selection in the previous steps, the intro page for your survey may look like Figure 29.

- The **Collect** button will start a new survey
- The **Inbox** and **Drafts** buttons store surveys that have been started but not yet submitted.
- The **Sent** button stores all surveys that have been sent. Here you can edit and resubmit or copy surveys as discussed on page 13 and 14.

The little notification numbers will update to match the number of surveys you have submitted and drafts that you have saved

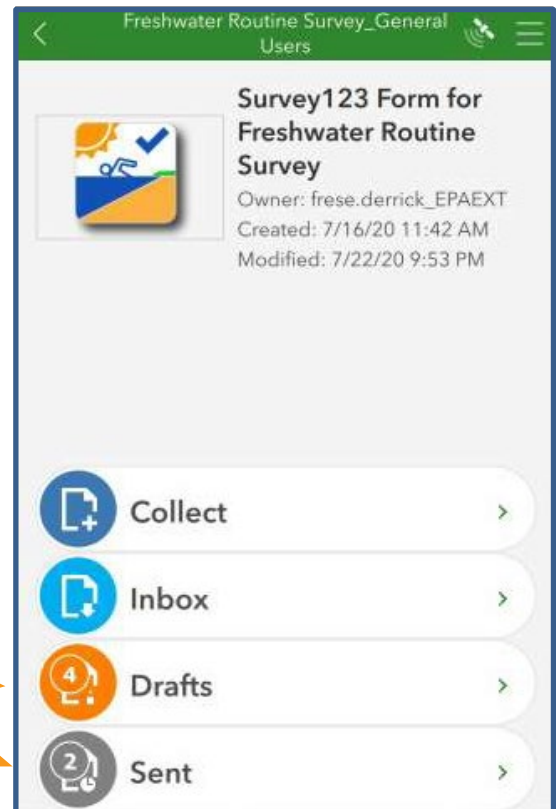


Figure 29. Freshwater Routine Survey intro page



VIEWING AND EXPORTING YOUR SANITARY SURVEY DATA

It is best to view and download your data from a computer rather than your smart phone. There are three platforms which may be used to view and download your data (Option A using the Data Export Tool [jump to section], Option B using the Survey123 website [jump to section], and Option C using the EPA ESRI GeoPlatform [jump to section]). These three options are discussed in this section. The best way to view your data is with the Data Export Tool.

Tip

The [Data Export Tool](#) is the best way to view your data and photos. Use your computer not your smartphone to view and download data.

Option A: Retrieving Data Using the Data Export Tool

The Data Export Tool produces a customized report containing all the data collected for one or more surveys. Of the three options for downloading data, the Export Tool is by far the most straightforward method. The advantage to using this tool is that it combines all data including photos into a single downloadable file.

Step A.1: Access the Data Export Tool

- Open a web browser and navigate to the main page of the Export Tool (Figure 30)
 - » <https://geopub.epa.gov/sanitary-survey-data-export/welcome>



Figure 30. Data Export Tool Main Page

- Click on the **Click to begin** button on the main page. This will open another page.

Step A.2: Sign into the Export Tool

Login using the same credentials (username and password) used to access the sanitary survey app (Figure 31). After signing in you will be prompted a second time to click on the **Click to begin** button.

Step A.3: Select Survey to Download Data

Click on the **title** or **app icon** of any of the surveys shown in Figure 32 to download your data for that specific survey. You can only download data from one type of survey (marine or freshwater, annual or routine) at a time.

Figure 31. Data Export Login

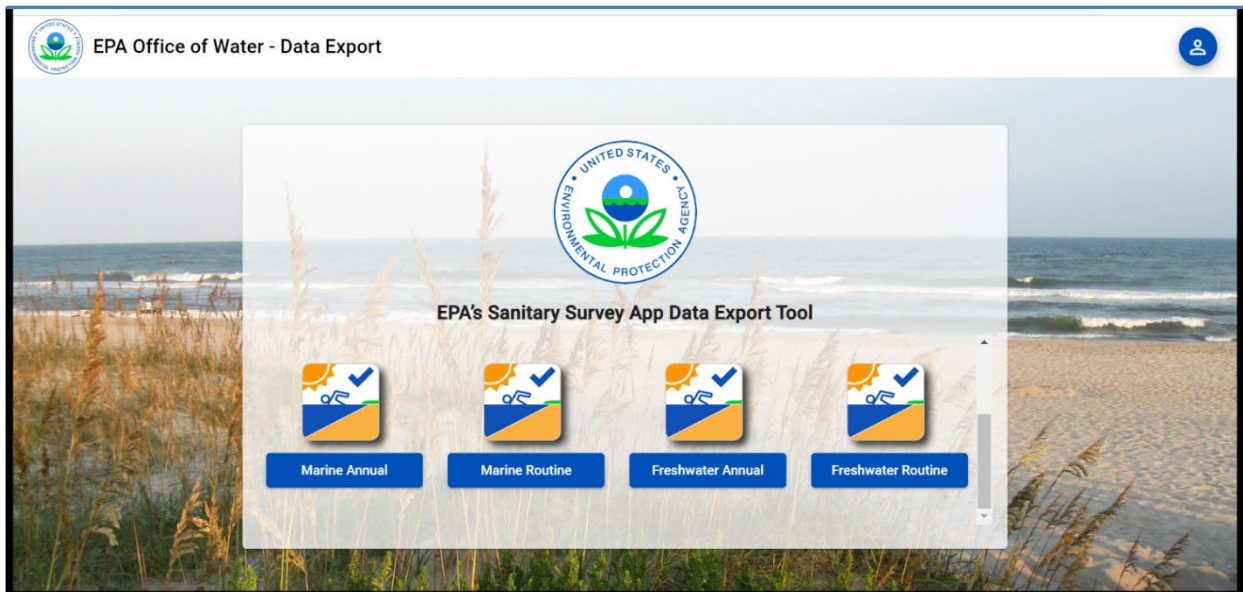


Figure 32. Select Survey to Download Data

Step C.4: Download Data

After you select your survey, Figure 33 will display showing a table with the individual surveys organized by Survey ID, Beach/Waterbody Name, and Survey data and a map with the locations surveyed.

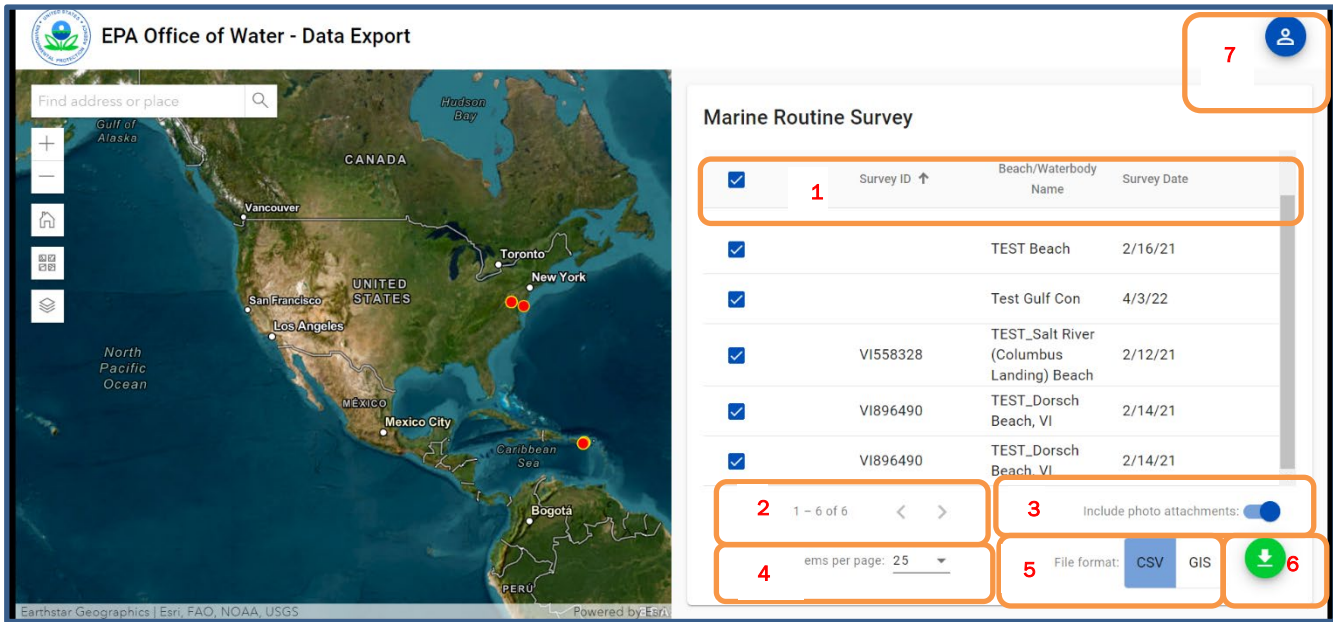


Figure 33. List of surveys to be downloaded


- (1) **Survey ID, Beach/Waterbody Name and Survey Date** can be sorted by clicking on the field name in the header row of the survey. Click on the box next to one or more surveys you want to download. You can select all survey for downloading by clicking on the box in the header. To deselect all surveys, click the box again.
- (2) Additional surveys can be viewed by paging through the document using the forward and back arrows.
- (3) The default setting is to include photos with text and numeric survey data with each download unless **Include photo attachments** is toggled off.
- (4) By default, only 25 surveys are displayed per page, but you can display up to 100 surveys per page by selecting the down arrow next to **Items per page** to change the default.
- (5) After you select which surveys to download, click the **CSV** button below the table to download your survey data or view/use in Excel or another database application. Click the **GIS** button to download survey maps to view/use in ArcGIS or import into other applications.
- (6) Click the green arrow to download the data. Note that the arrow is green when surveys are selected, otherwise it's gray. A zip file of your data will be created for downloading. Change the filename and click **Save** to a location on your device.
- (7) Click  to exit the Data Export tool.

Figure 34 shows a sample of the downloaded data. Each survey is a separate row in the table.

	objectid	globalid	MRS_Beach	MRS_Beach	MRS_Statio	MRS_WQX	MRS_Survey	MRS_Survey	MRS_Sampl	MRS_Sampl	MRS_QAPP	MRS_QAPP	MRS_Wx_C	MRS_Wx_N
0	10	6763e1be-2be3-	Test				EPA	2021-02-11	64°45'52.2	17°46'53.0	Yes	Send		
1	11	f108be42-7ae1-	TEST_Salt	FVI558328			USEPA	2021-02-11	64°45'22.2	17°46'29.8	Yes	QAPP will be emailed to EPA		
2	12	39dbbcd1-603e-	TEST_Dorsc	VI896490			USEPA	2021-02-11	64°53'06.3	17°42'12.5	Yes	QAPP will be emailed to EPA		
3	13	373c52c6-c58b-	TEST_Dorsc	VI896490			USEPA	2021-02-11	64°53'06.3	17°42'12.5	Yes	QAPP will be emailed to EPA		
4	14	b6d34dbe-5a00-	TEST Beach				EPA	2021-02-11	75°05'10.4	38°20'27.3	Yes	QAPP will be email to EPA		

Figure 34. Sample of downloaded data



Option B: Retrieving Data Using Survey123 Website

The Survey123 website is tied to the GeoPlatform. They share users, groups, data, etc. The Survey123 website provides another option to view and export survey data collected with the EPA Sanitary Survey App for Marine and Fresh Waters.

Step B.1: Sign into the Survey123 website

- Open a web browser and navigate to the EPA's ESRI GeoPlatform
 - » <https://survey123.arcgis.com/>
- Log in with your username and password

Step B.2: View your data

Click on the **My Surveys** tab on the top of the page to view surveys you have access to view submitted data for in the Survey123 website (Figure 35). Surveys with data will appear with a record(s) number on the survey icon.

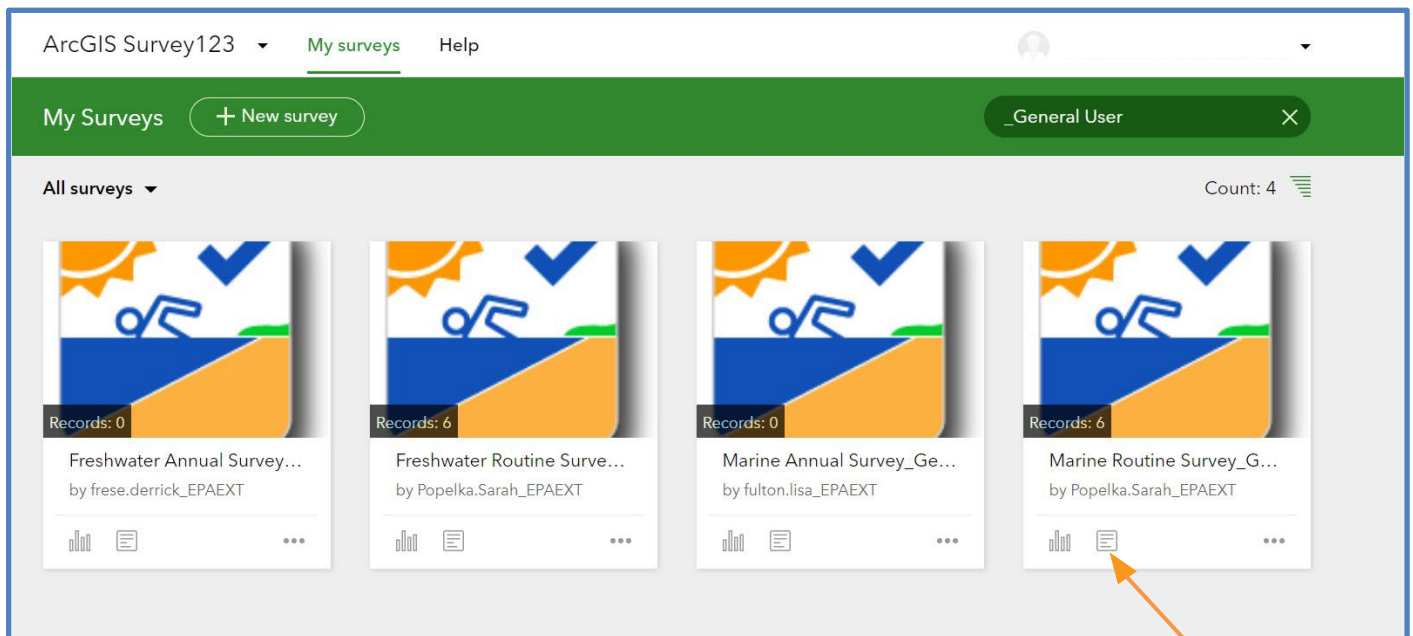


Figure 35. My Surveys in Survey123 for ArcGIS

To quickly access your data, click this Data icon.

Once you click on the survey icon for which you submitted data (Figure 35), you can view your data several ways:

- The **Overview** tab provides high level information about the status of this survey such as summary information on the total number of surveys submitted, number of submitters, and the first and last date of data submission (Figure 36).
- The **Analyze** tab provides functionality to analyze the answers to individual survey questions. This feature is currently disabled.
- The **Data** tab provides a map and table view of the data you have submitted. You can filter the data, generate reports, etc... and *export your data in several formats* (Figures 37 and 38).



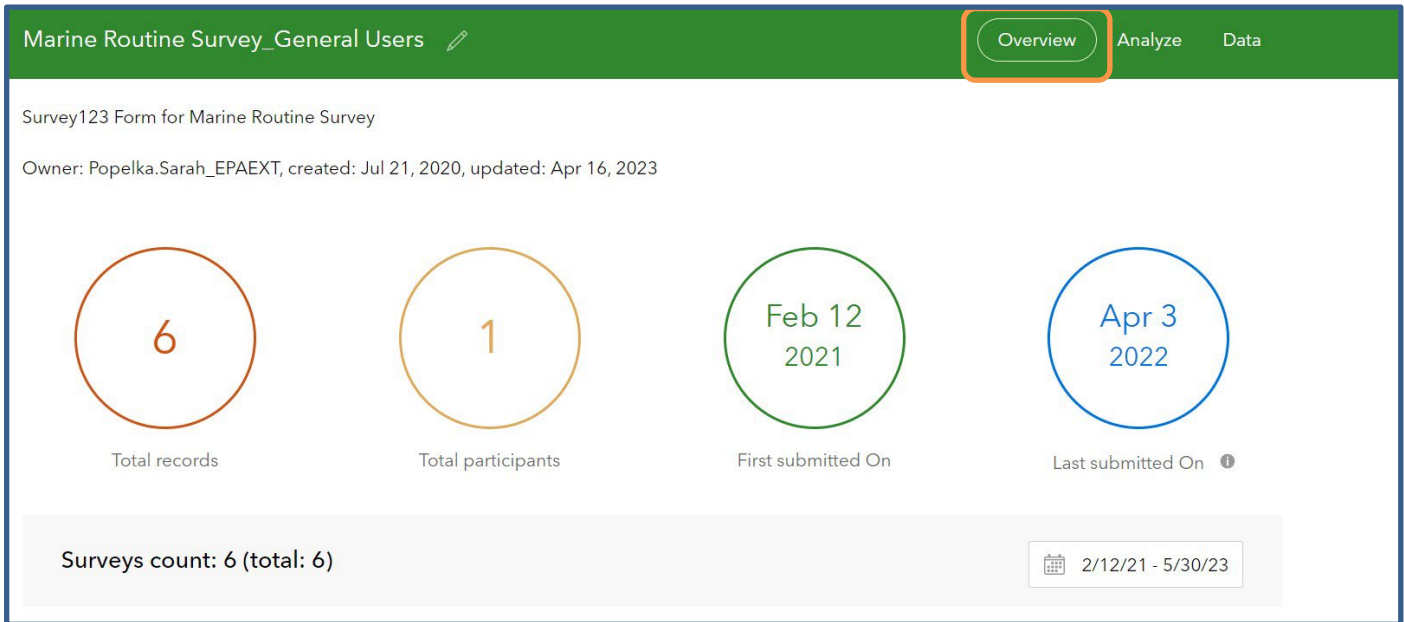


Figure 36. Overview tab Survey123 ArcGIS

View your data in the Data tab

Select **Data** (Figure 37). Note: If your survey data does not display as shown in the table below the map in Figure 37 you may need refresh your view (CTRL F5 [PC] or Command R [Mac]). In the data tab you can view your data in two ways:

Tip

If you're having problems reviewing your data click CTRL F5 (PC) or Command R (Mac) to reload data screen.

- (1) View your data in the table at the bottom of the window (Figure 37). You may need to adjust the table size by pulling the table tab up. Here you can toggle between data tables.

1. View sections of the survey

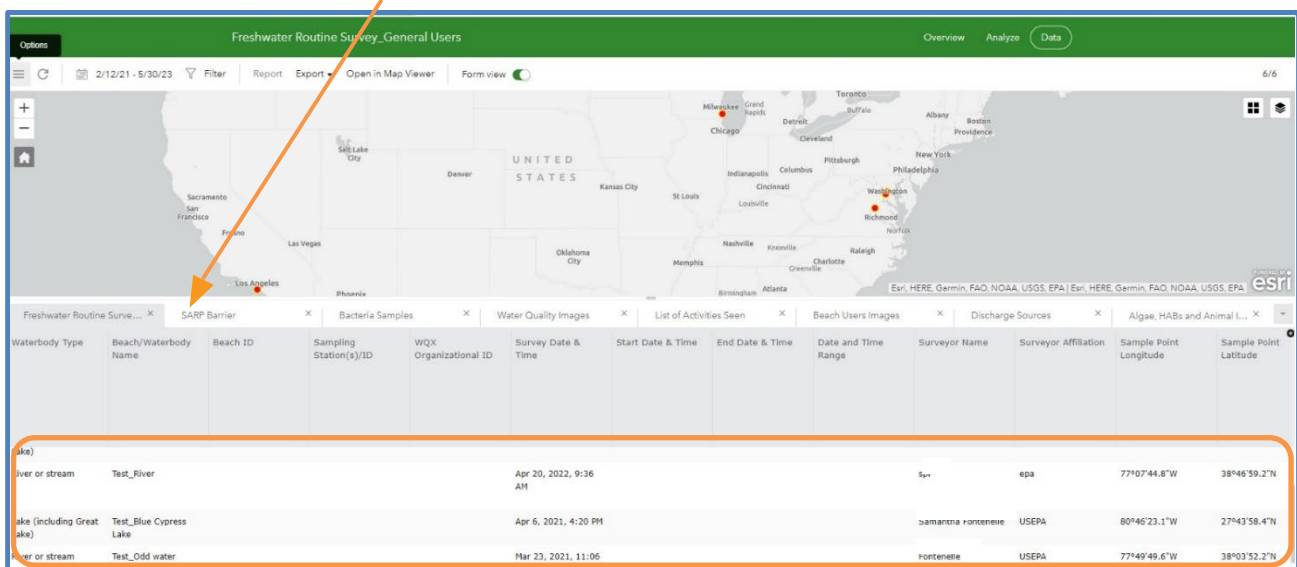


Figure 37. View the data in a table in Survey123 ArcGIS

Your survey data



(2) View your data by clicking your sampling location point on the map (Figure 38). This will open a new window display to the right of the map where you can scroll through your data and photos as they appear in the sanitary survey app.

Tip
Click data points on your map to view data and photos in the side pane

2. View data inside display window

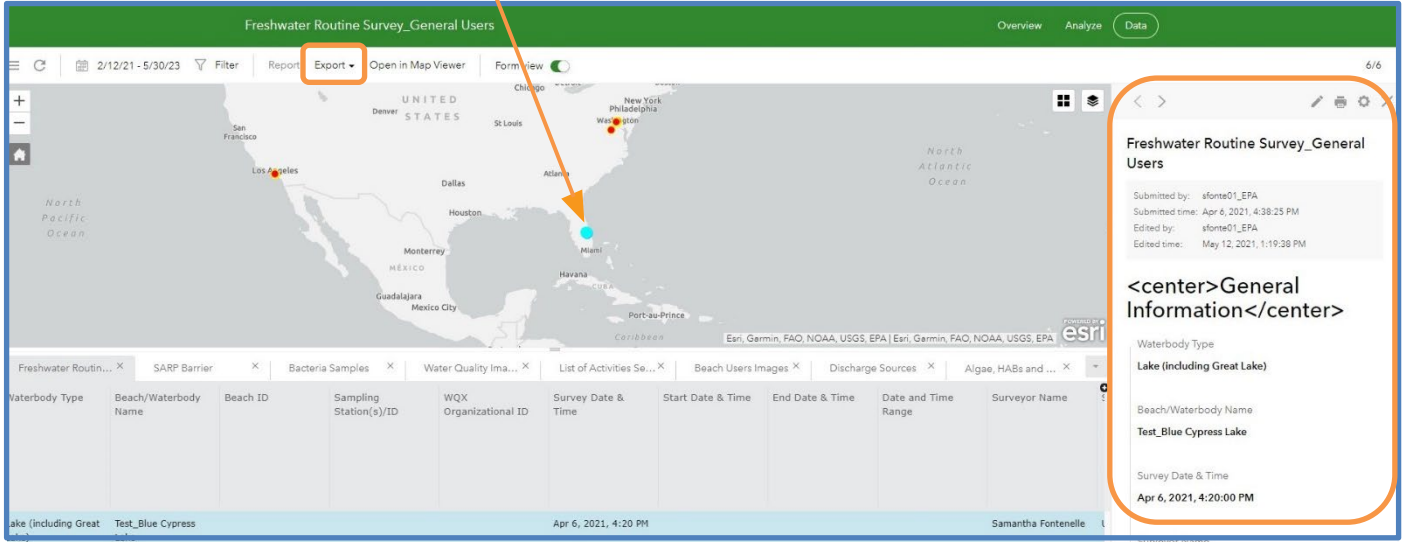


Figure 38. View the data and photos in the side window in Survey123 ArcGIS

Step B.3 Exporting Your Data

To download survey data, on the **Data** tab, select **Export** in the toolbar above the map (Figure 39). Choose your preferred format for the export file. After some processing time, the file will download to your local workstation. Note: You can filter the results before exporting them. If you do this, the exported file will only contain the filtered data.

To download your photos, select your sampling location point on the map (Figure 39). Scroll through this window to view photos. Right click on photos and select **Save Image As** to save photos.

Export button to export data

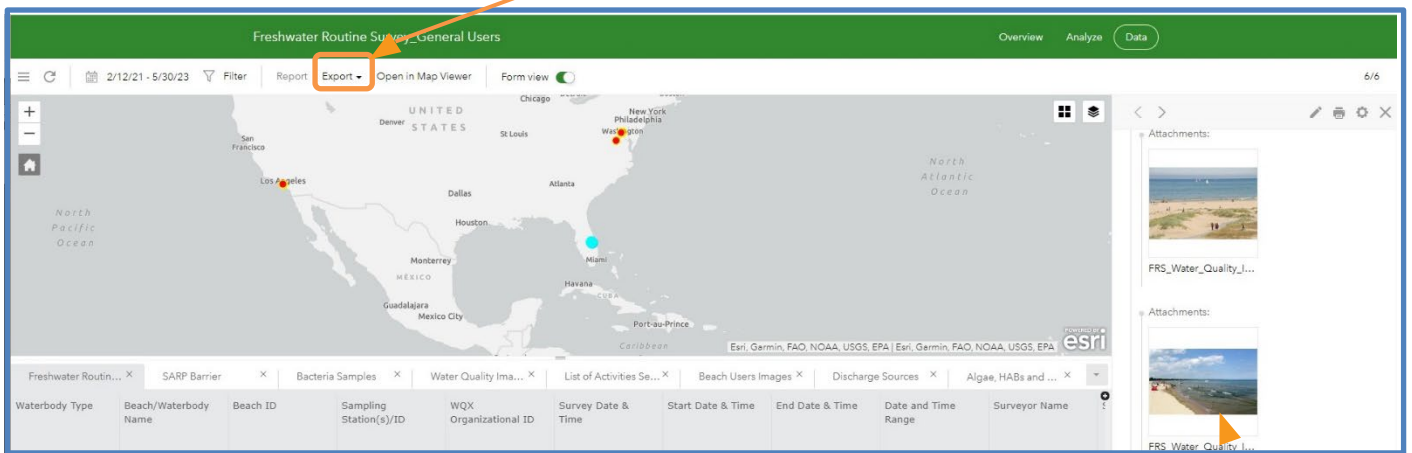


Figure 39. Exporting your data and saving your photos in Survey123 ArcGIS

Right click, Save As to save



Option C: Retrieving Data Using EPA's ESRI GeoPlatform

Step A.1: Sign into EPA's ESRI GeoPlatform

- Open a web browser and navigate to the EPA's ESRI GeoPlatform
» <https://epa.maps.arcgis.com/home/index.html>
- Log in with your username and password

Step A.2: Find your data

- After logging in, click on the Groups on the main menu (Figure 15).
- Select “**Freshwater and Marine Sanitary Surveys – General User**” (Figure 16).

In the “**Freshwater and Marine Sanitary Surveys – General User**”, you will see Web Maps, Forms and Feature Layer files (see **Step 3.4**) for each survey. The data you submitted is stored in the **Feature Layer** called “**Access Your Data**” for each respective survey (Figure 40).

Step A.3: Access your data

Click on the **Feature Layer** called “**Access Your Data**” for the survey for which data was collected (Figure 40).

This will open the **Access Your Data** screen (Figure 41). From here, you can choose to view and/or export your data.

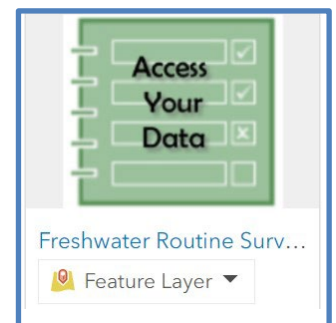


Figure 40. Access data icon

Step A.4. View your data

Once you open **Access Your Data** (Figure 41), you can view your data several ways:

- Using the **Data** tab to view data in tabular format (Figure 42). This is the best option for viewing your data and photos.
- Using the **Visualization** tab to view data spatially (Figure 43).
- Using the **Map Viewer** to view data in tabular and map forms (Figure 44).



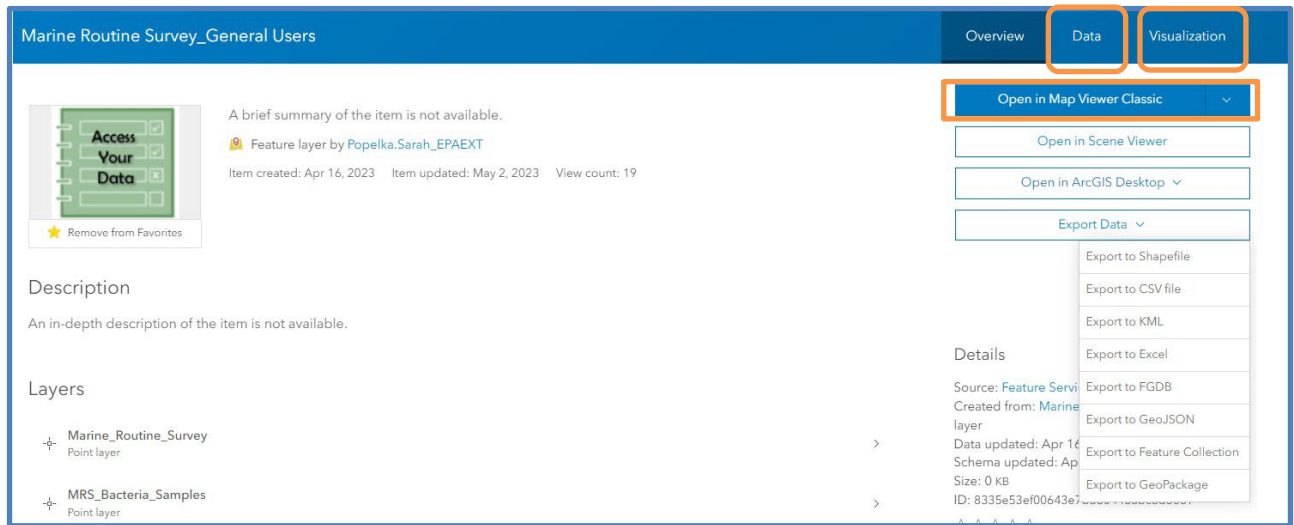


Figure 41. View data submitted to the GeoPlatform

Tip
The data tab is the best option for viewing your data and photos on the GeoPlatform

View your data using the Data tab

Figure 42 shows data for surveys conducted using the **Data** tab. Use the scroll bars at the bottom of the table to navigate through the various sections of the survey (from left to right). You may also use the drop-down menu to view specific sections of the survey.

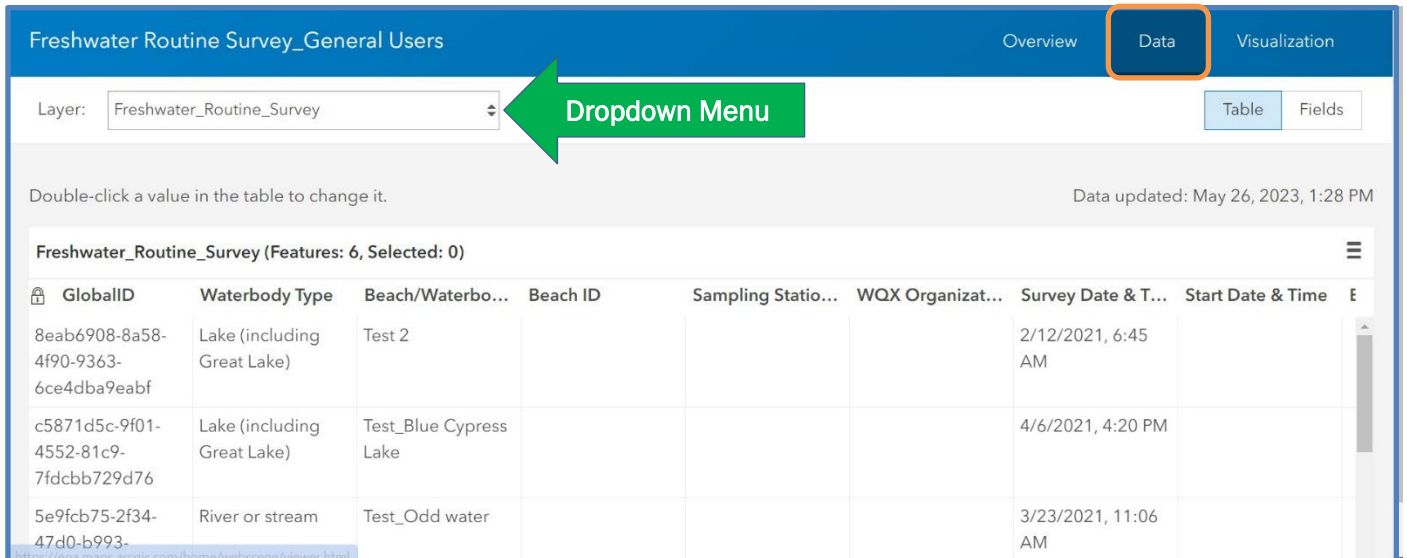


Figure 42. Data display from the data tab



View your data using the Visualization tab

Figure 43 shows the data displayed spatially using the **Visualization** tab. When viewing data using **Visualization**, you may need to adjust the map (i.e., zoom in or out) to see your data point(s) on the map. Click on a data point to view the data collected.

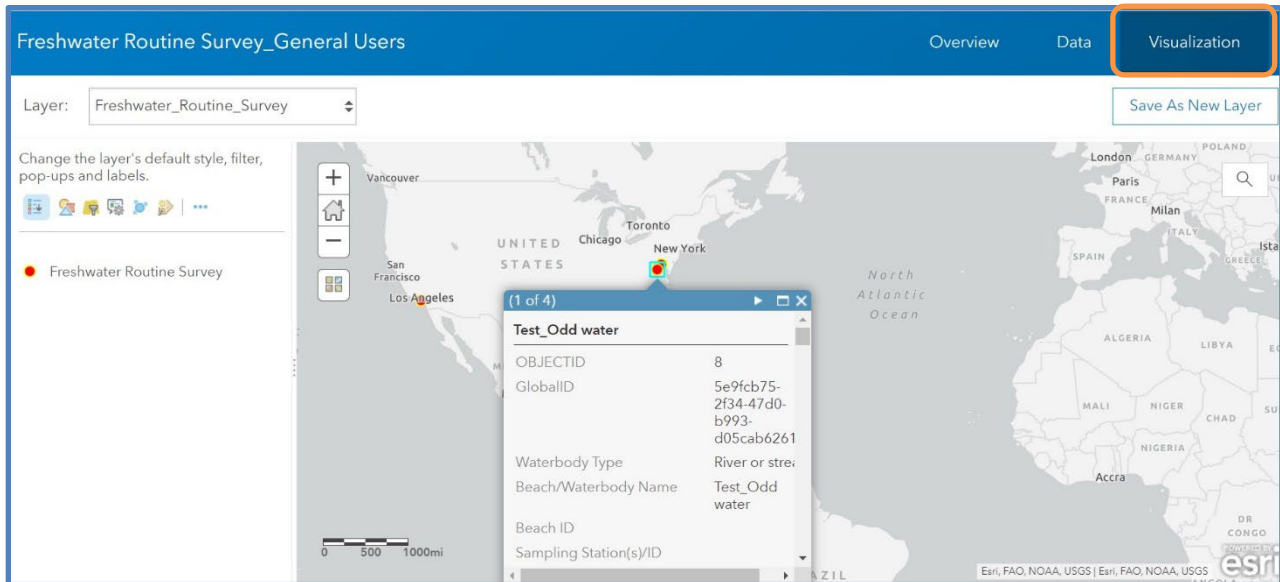


Figure 43. Data viewed using the visualization tab

When there are many points in the same area of the map, you may need to disable or adjust the clustering to find your data. To do so, click on the **Cluster Points** icon shown in Figure 44 and the **Enable Clustering** menu will appear. You can also see how to scroll between multiple sample points that are clustered closely together (the red dot may represent multiple data points). To see the clustered data points, click the small arrow on the top right corner of the data box to scroll between surveys.

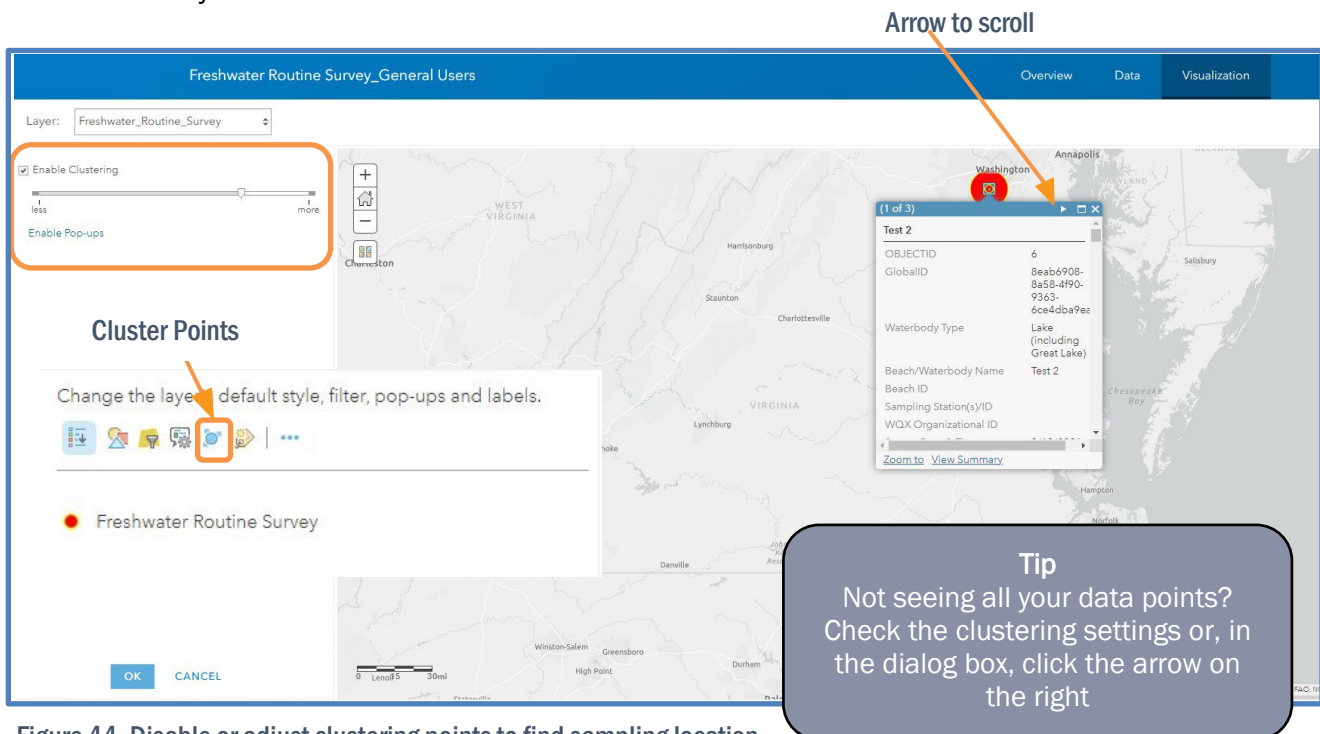



Figure 44. Disable or adjust clustering points to find sampling location



View your data using the Map Viewer

Figure 45 shows data viewed using **Map Viewer**. Use the menu on the left-hand side to view the data for different parts of the survey. To see and toggle between tables in the **Map Viewer**, select the section of the survey you would like to see, then click the chart icon . You can also click on a data point on the map to view your data. To leave the map viewer, click the back button on your browser.

1. Adjust map size by moving up the map adjustment tool to view

Important

You may need to adjust the map in order to view the data which is included as a row in the table below the map

GlobalID	Waterbody Type	Beach/Waterbody Name	Beach ID	Sampling Station(s)/ID	WQX Organizational ID	Survey Date & Time	Start Date & Time	End Date & Time	Date and Time Range
8eab6908-9a58-4f90-9363-6ce4dba9eabf	Lake (Including Great Lake)	Test 2				2/12/2021, 6:45 AM			
c5871d5c-9f01-4552-81c9-7f9cb0729d76	Lake (Including Great Lake)	Test_Blue Cypress Lake				4/6/2021, 4:20 PM			
5e9fcb75-2f34-47d0-b993-d05cab626132	River or stream	Test_Odd water				3/23/2021, 11:06 AM			

2. View different parts of the survey by using this menu

Figure 45. Data display in map viewer

Step A.5. Exporting your data

To download your data, click **Export Data**. All layers and tables will be exported as one zip file, or as individual layers/tables (Figure 46).

1. Export all data as a .zip file

2. Export data from an individual layer/table by clicking on the file to open in a new window and select Export data.

Figure 46. Options for exporting data from the GeoPlatform



When you choose to export data, it will not be exported immediately. Instead, you will have to save it as a new item in the EPA's ESRI GeoPlatform. In this example, I have chosen to **Export to a CSV file**. You can provide your exported file a name, tags, etc. Click **Enter** to add one or more tags to activate the **Export** button. Add **Summary** (optional) and **Change Save in Folder** location. Click **Export** button to create a new item in the EPA's GeoPlatform (Figure 47).

Tip

The export data button will not export the data immediately – you will first have to save it as a new item in the EPA's ESRI GeoPlatform.

Photos will need to be downloaded separately; see Step A.6.

Figure 47. Exporting data from GeoPlatform

After exporting your new item, you will be routed to the new item's page in the GeoPlatform. You will see a **Download** button on the right-hand side of the page. Click **Download** to download a .zip file to your local workstation (Figure 48). See Figure 49 for an example of the data output files in the .zip file.

Figure 48. New items screen to download data

File Name	Type	Date modified	Size
Bather_Repeat_4.csv	Microsoft Excel Comma Separated Values File	5/30/2023 5:18 AM	1.79 KB → 729 bytes
Freshwater_Routine_Survey_0.csv	Microsoft Excel Comma Separated Values File	5/30/2023 5:18 AM	11.7 KB → 3.72 KB
FRS_Bacteria_Samples_Repeat_1.csv	Microsoft Excel Comma Separated Values File	5/30/2023 5:18 AM	4.69 KB → 1.40 KB
FRS_Bather_Image_Repeat_5.csv	Microsoft Excel Comma Separated Values File	5/30/2023 5:18 AM	1.38 KB → 401 bytes
FRS_DS_Repeat_6.csv	Microsoft Excel Comma Separated Values File	5/30/2023 5:18 AM	2.28 KB → 772 bytes
FRS_Potential_Pollution_Sources_Image_Repeat_7.csv	Microsoft Excel Comma Separated Values File	5/30/2023 5:18 AM	274 bytes → 272 bytes
FRS_SARP_Barrier_Image_Repeat_2.csv	Microsoft Excel Comma Separated Values File	5/30/2023 5:18 AM	1.25 KB → 467 bytes
FRS_Water_Quality_Image_Repeat_3.csv	Microsoft Excel Comma Separated Values File	5/30/2023 5:18 AM	1.38 KB → 399 bytes

Figure 49. Example exported data file

Note that if you need to find this file again, click on the **Content** tab at the top of the page after logging into the GeoPlatform. This will take you to your **Content** “home,” where you will be able to view all content you own in the EPA's GeoPlatform.



Step A.6. Download your Photos

To find, view, and save your survey photos, select the survey section where photos were taken or sections entitled “Image Repeat” from the dropdown menu (Figure 50) in the **Data** tab.

Tip
Find your photos in Image Repeat or in the sections of the survey where photos were taken

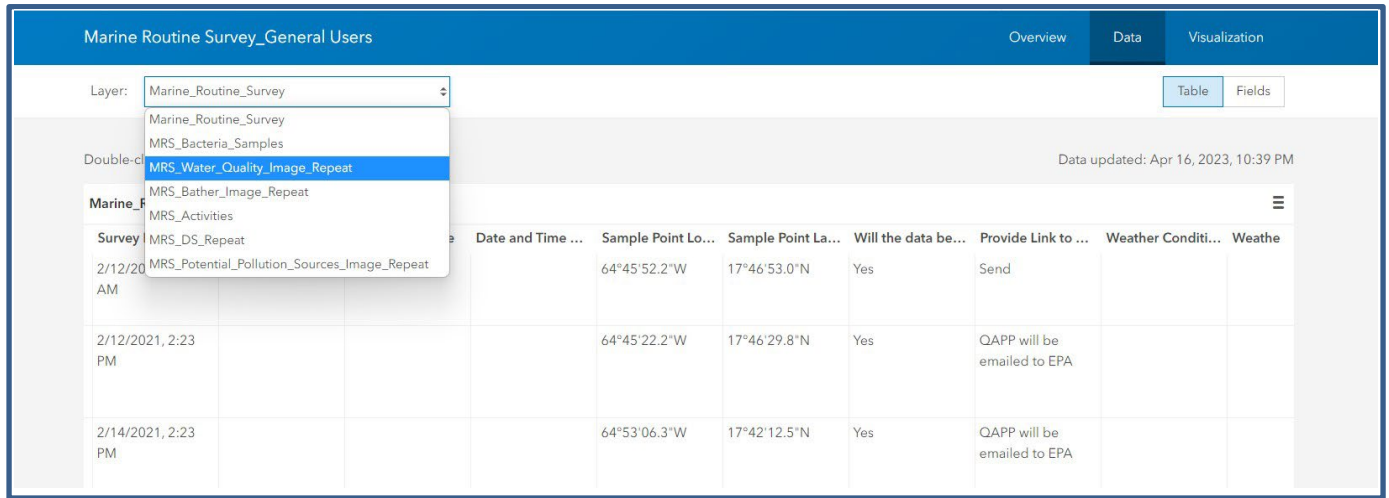


Figure 50. Finding your photos

You can view your photos by clicking on links under **Photos and Files** (Figure 51). This will open to the individual photo to allow you to view each photo. To save the photo, right click on the photo and then select **Save Image As** and specify where you would like the photo saved. This process will have to be repeated for each photo.

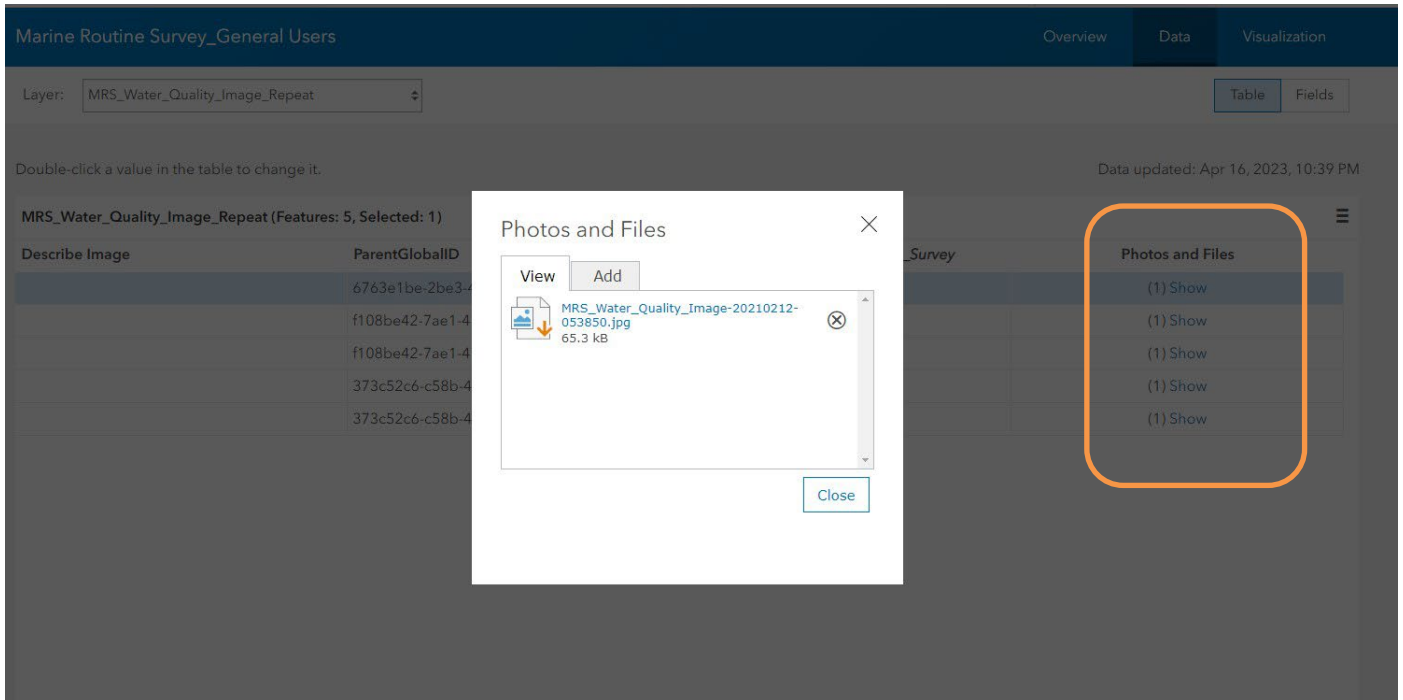


Figure 51. Viewing and saving your photos

APPENDIX A

Setting up Multifactor Authentication (MFA) for EPA GeoPlatform Online External Accounts




Setting up Multifactor Authentication (MFA) for EPA GeoPlatform Online External Accounts


This document contains [Setup Instructions](#) as shown using a mobile device and [Frequently Asked Questions](#)

Setup Instructions

EPA security rules now require multifactor authentication (MFA) for **external users** logging in to the EPA GeoPlatform Online (GPO). While MFA is enabled for all GeoPlatform users, it is up to everyone to set up their own authentication method. Setting up MFA is a simple process that is outlined in this document.

1. Go to <https://epa.maps.arcgis.com> and sign in using the **ArcGIS login**

Sign in to U.S. EPA with 

ArcGIS login 

Keep me signed in

[Sign In](#)

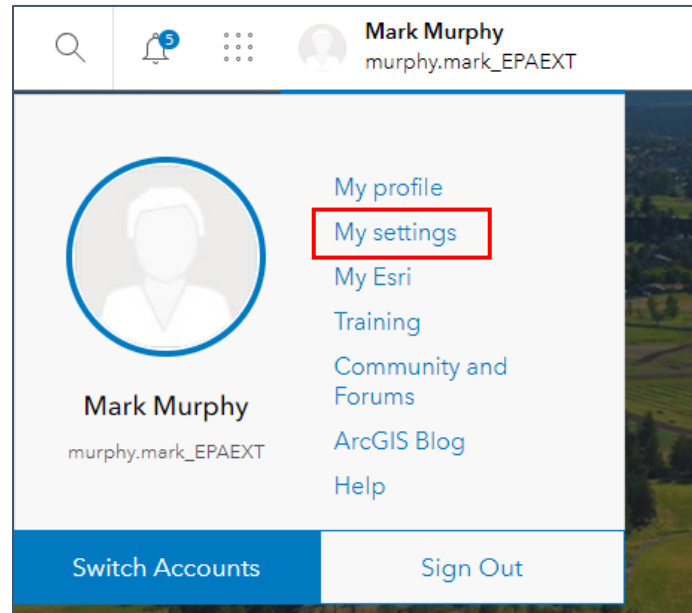
[Forgot username?](#) or [Forgot password?](#)

[EPA Enterprise](#)

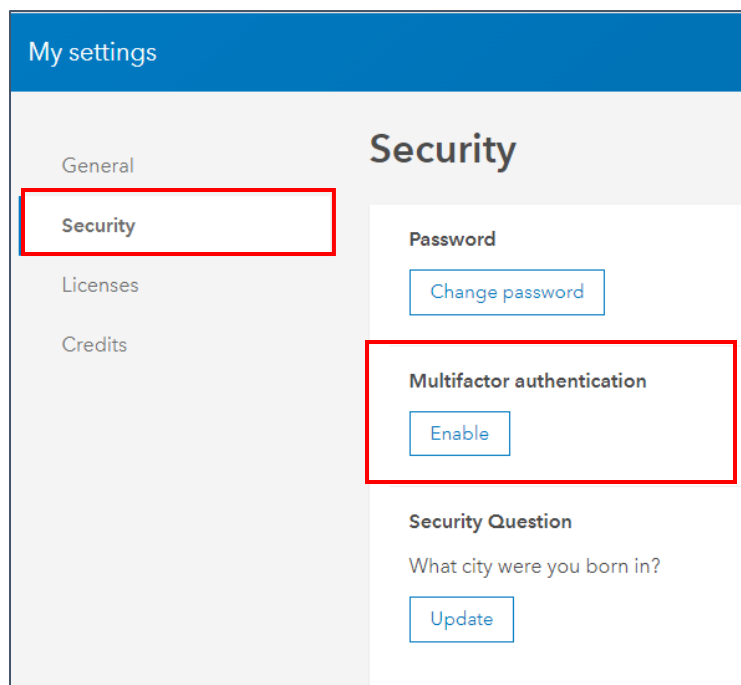
Not a member of this organization?
[Sign in to your account on ArcGIS Online](#)

[Privacy](#)

2. After logging in, click your profile at the upper right hand of the screen and click **My settings**.



3. In **My settings**, click **Security**, and then click **Enable** under **Multifactor authentication**.



4. The Multifactor Authentication window will present three authenticator options. Download the desired authenticator to your mobile device and click **Next**.

Multifactor Authentication

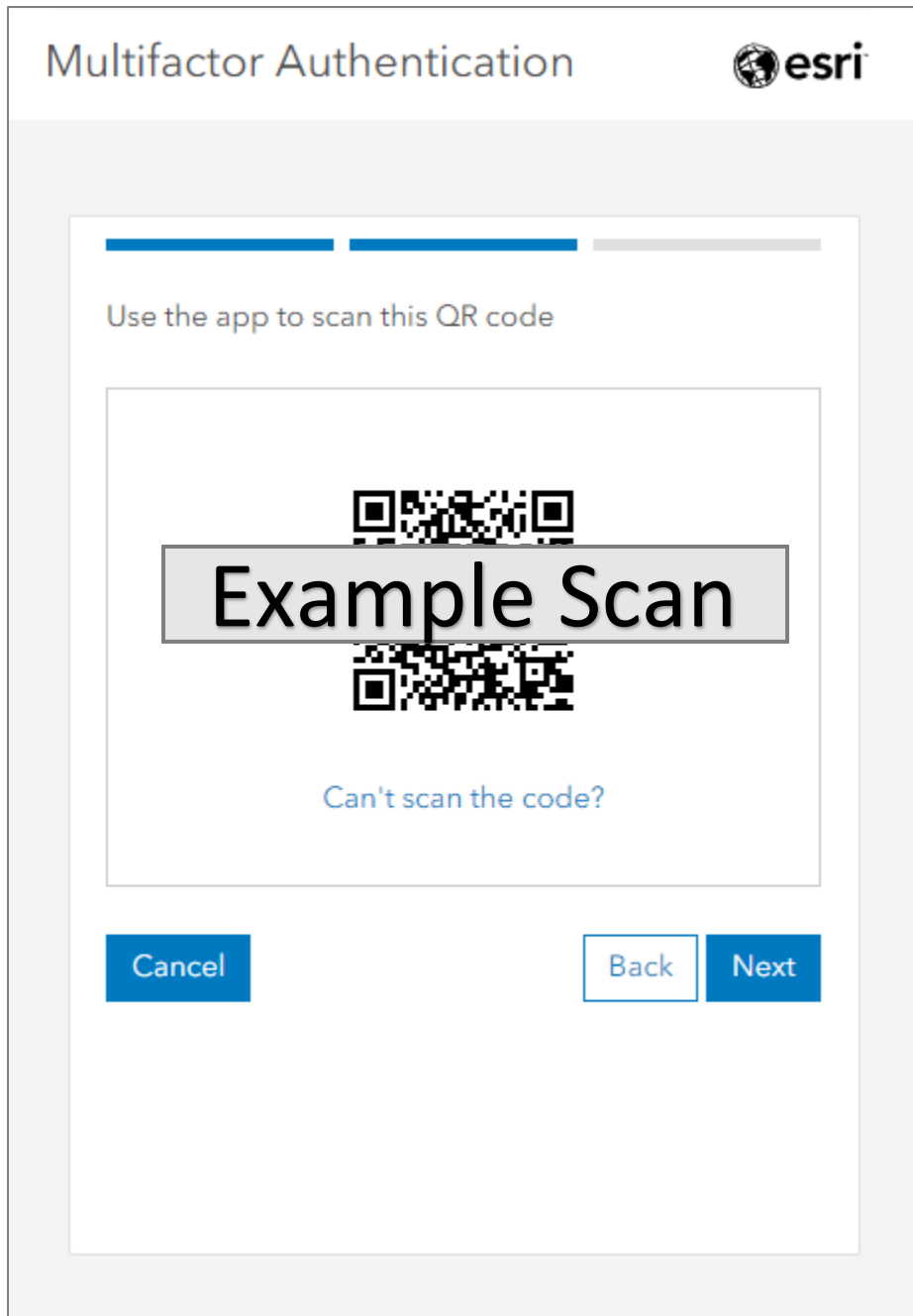
Follow these steps to add an extra level of security to your account. Once you're finished, you'll be asked for additional security information each time you sign in to your account from any computer or device.

Install a supported authenticator app on your device

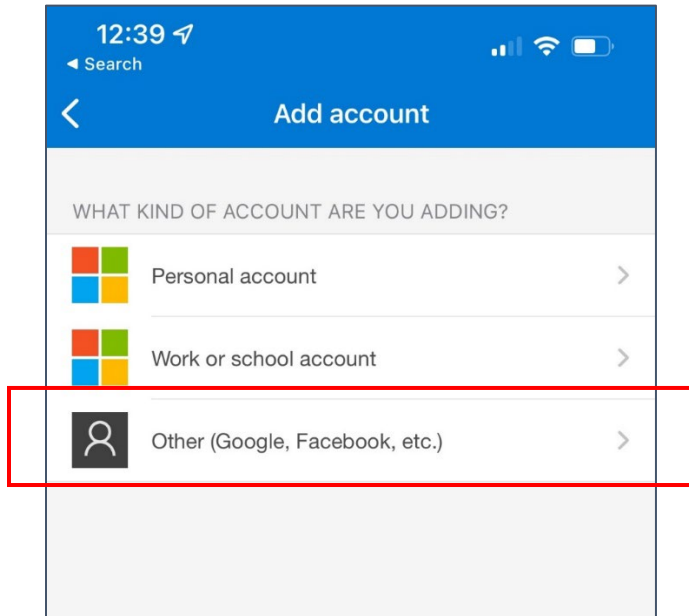
Google Google Authenticator
iOS Google Authenticator
Windows Authenticator

[Cancel](#) [Next](#)

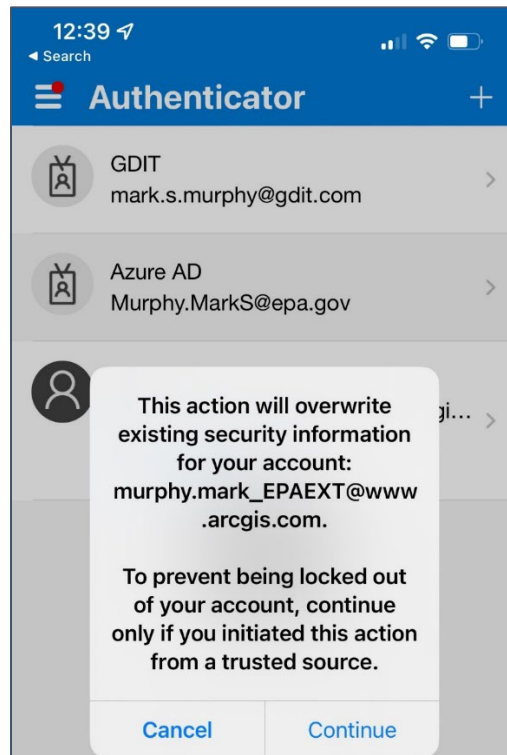
5. Use your authenticator app to scan the QR code in the **Multifactor Authentication** window.



6. In the authenticator app, choose the **Other (Google, Facebook, etc.)** option. Note: the example below uses the Microsoft Authenticator.

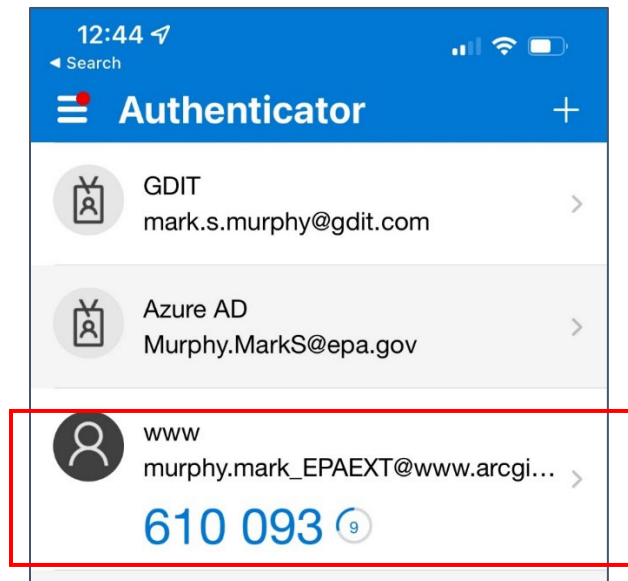


7. Click **Continue** at the next window to acknowledge you are overwriting security for your GPO account.

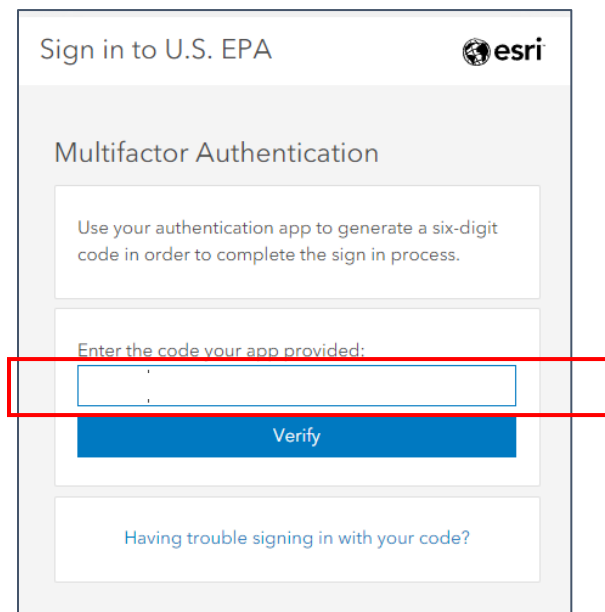


8. The authenticator app on your phone will display a 6-digit code.

PLEASE DO NOT USE THE CODE IN THE EXAMPLE BELOW

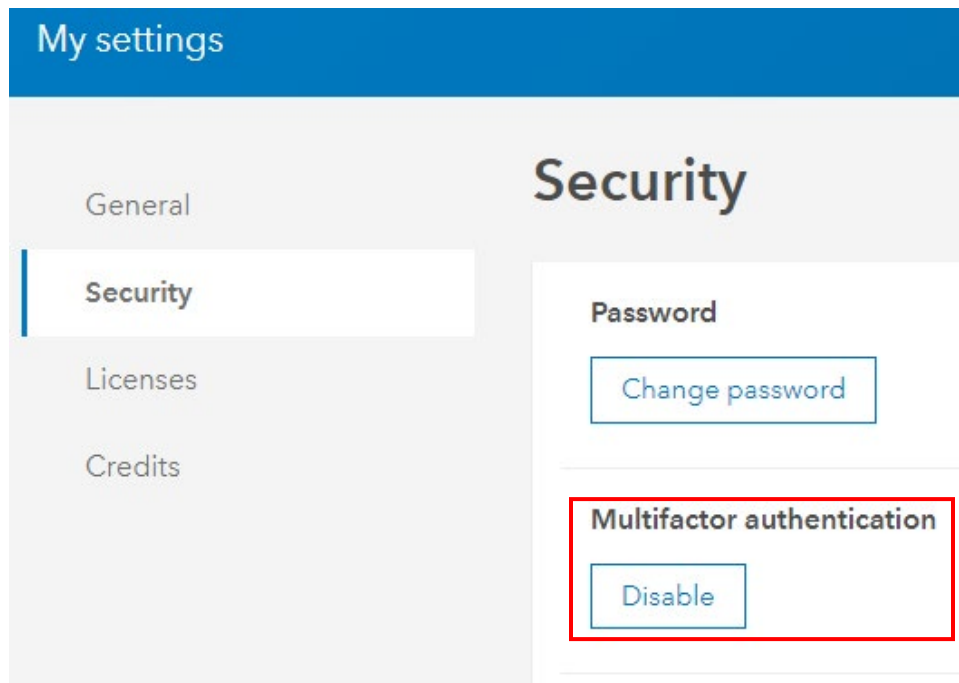


9. Enter the code in your GPO web browser and click **Verify**.



10. If you are able to login to the GPO using the code from your authenticator, you now have MFA enabled for your GPO account and you have completed the mandatory requirement.
11. For additional assurance that MFA is enabled, go back to **My Settings**, click **Security** and note that the option to enable Multifactor Authentication is no longer available.

NOTE: clicking “Disable” will remove MFA from the account and you will need to repeat the MFA process otherwise your account will become disabled.



Frequently Asked Questions

Installing an authenticator app on a phone is not an option for me. What alternatives are there?

There are many compatible authenticator applications, including desktop and browser-based alternatives. Some popular ones include:

<https://login.gov/help/get-started/authentication-options/>

- Android options: [Google Authenticator](#), [Authy](#), [LastPass](#), [1Password](#).
- iOS options: [Google Authenticator](#), [Authy](#), [LastPass](#), [1Password](#).
- Windows apps: [1Password](#), [OTP Manager](#), [Authy](#).
- Mac apps: [1Password](#), [OTP Manager](#).
- Chrome extensions: [Authenticator](#).

Can I use more than one authenticator?

Only one authenticator can be used at a time, so if you wish to switch authenticators, you must first disable MFA and then re-enable it with a different authenticator. Some of the authenticators (Authy, 1Password) can synchronize across devices to provide more flexibility.

Can I use Login.gov?

Yes, you may visit <https://waa.epa.gov>, login with your login.gov account, and select GeoPlatform from the list of communities to request access to. After your request is approved, you will be able to select EPA Enterprise instead of ArcGIS from the GeoPlatform login options, and login via Login.gov. You will be assigned a new username and will need to work with a GPO admin to migrate any content items.

Is multifactor only for mobile devices?

When multifactor authentication is enabled, it applies to any login - desktop or mobile browsers or applications like Survey 123 or ArcGIS Pro.

When I scan the QR code shown with my authenticator app, the login says murphy.mark_EPAEXT - why?

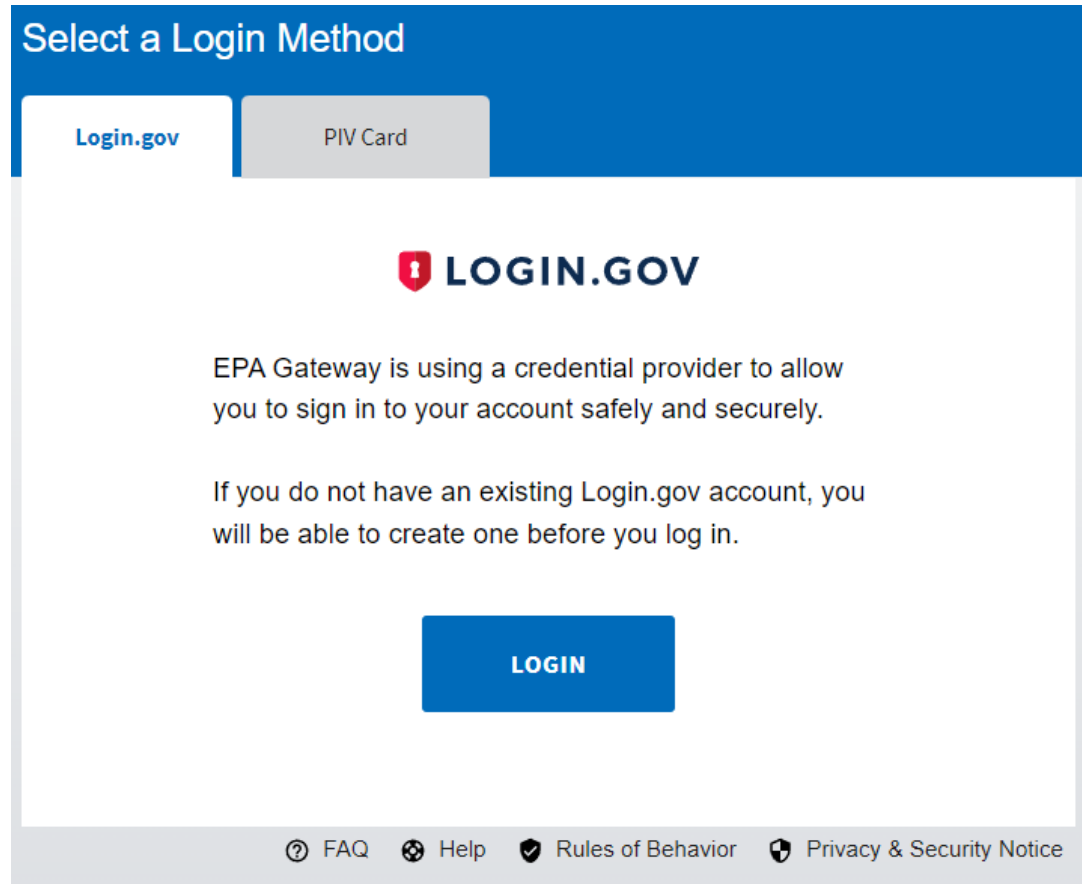
The GeoPlatform generates a QR code that is unique to your login. If yours says murphy.mark_EPAEXT it means you scanned the QR code from the first copy of this help document rather than the one generated in the GeoPlatform which is unique to your account. Please follow the instructions and scan your unique code in a web browser.

Guidance for using Login.gov with EPA GeoPlatform

This document assumes that you have already created a login.gov account. The process for doing so is well documented here:

<https://login.gov/create-an-account/>

If you wish to use your login.gov account to access EPA's GeoPlatform, first visit <https://waa.epa.gov> where you will be prompted to login using login.gov.



After successfully logging in, you will see a screen like this:



You've created an account with Login.gov

We'll share this information with **EPA Production**:

 **Email address**

exampleuser@domain.com

EPA Production will only use this information to connect to your account.

Agree and continue

Click "Agree and continue", and you will be taken to a screen that looks like this:



[Community Access](#) ▾

[User Profile](#)

[Help](#)

[Logoff](#)

[Request Web Community Access](#)

Welcome, Example User

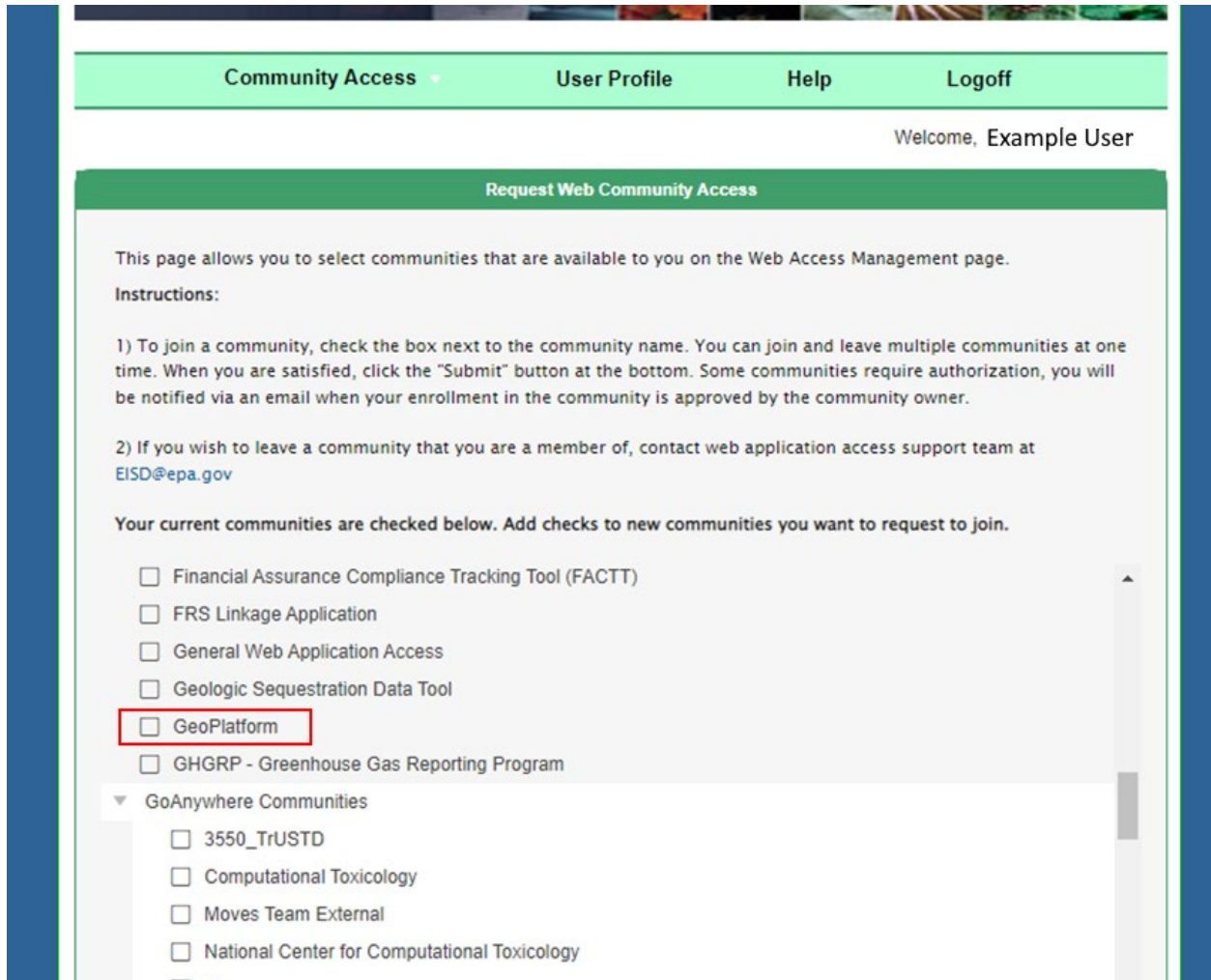
About Web Application Access

The EPA Web Application Access provides a shared, centrally managed infrastructure that provides web access management services to EPA web applications, so that these functions need no longer be independently developed or incorporated into individual applications. The WAA page provides users with access to the WAM user and approver management functions.

[Contact Us](#)

[Privacy & Security Notice](#)

In order to use your login.gov account with EPA GeoPlatform, you must be a member of at least one EPA Web Community. The preferred community for EPA GeoPlatform is titled **GeoPlatform**.



You should then receive an email at the address you registered with login.gov indicating that your request for access has been received and is pending approval. Your EPA sponsor will review the request, and when the request has been approved, you should receive an email similar to the one below:

----- Forwarded message -----
From: <wam_support@epa.gov>
Date: Fri, Sep 16, 2022 at 2:01 PM
Subject: Approved - Request for GeoPlatform Application Access
To: <exampleuser@domain.com>

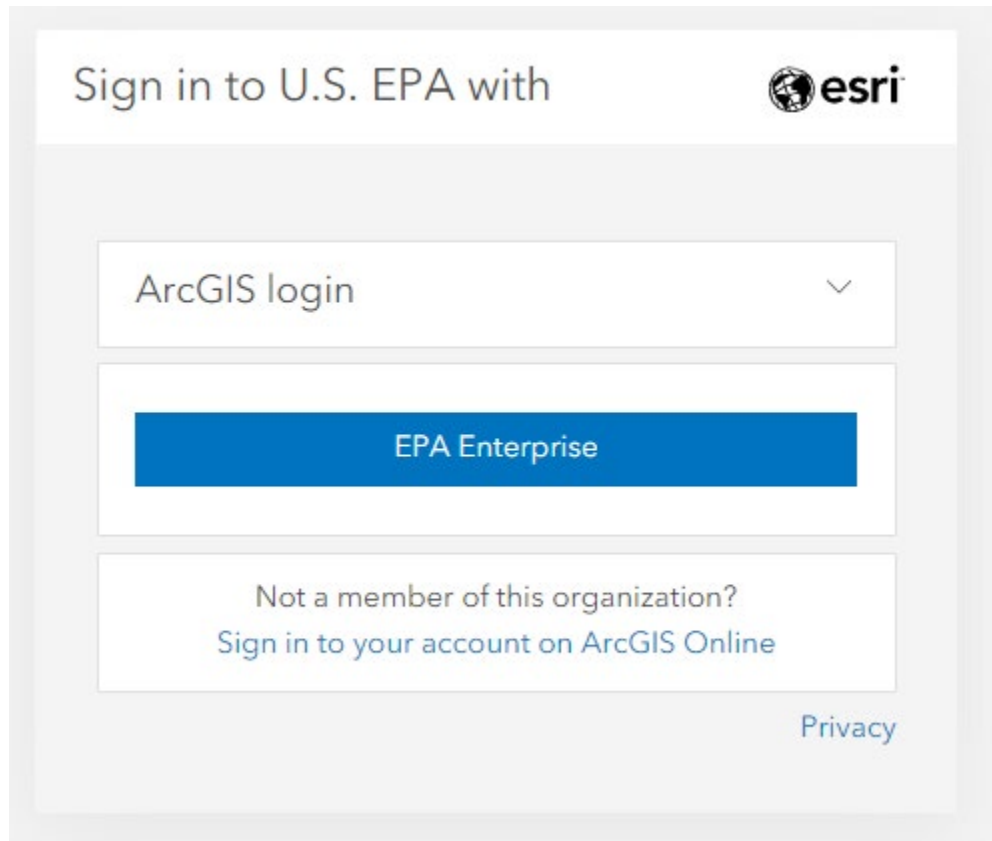
Dear Example User,

Your request for access to the GeoPlatform Community has been approved. The next time you log in to the EPA WAA you will be able to access the Community.

If you have any problems with your access, please contact the Community Manager.

Sincerely,
EPA WAA Manager

Once you have received this email you may now visit EPA's GeoPlatform at <https://epa.maps.arcgis.com/>, and select "EPA Enterprise" for login, go through the login.gov authentication, and will successfully log in:



You will be assigned a userID that begins with x, followed by the first initial of your first name and the first six letters of your last name. You won't be prompted to enter the userid, but it's helpful to make note of it, particularly if you need to join groups or transfer content items between accounts. If you previously had an ArcGIS.com account, you may need to work with a GPO Admin to transfer your items and privileges between accounts.



Example User

xeuser_EPA



Example User

xeuser_epa

My profile

My settings

My Esri

Training

Community and
Forums

ArcGIS Blog

Help

Switch Accounts

Sign Out