

Thank you for opting in to share your data with AFC. The data will be shared through Esri ArcGIS Online utilizing their best practices standards and safety and security. The data will be shared in a view only mode (non-editable), and will not be made available to the public or any other parties. For your organization to share the data, there are three tasks that need to be completed:

1. Create a view only feature layer for the data collected via AMP
2. Create a Group to share the data with AMP
3. Share the data

Task 1 and task 3 will need to be completed individually for both the Valve data collection survey and the Fire Hydrant data collection survey. The Valve and Fire Hydrant Forms will be shared to the same Group created in Task 2.

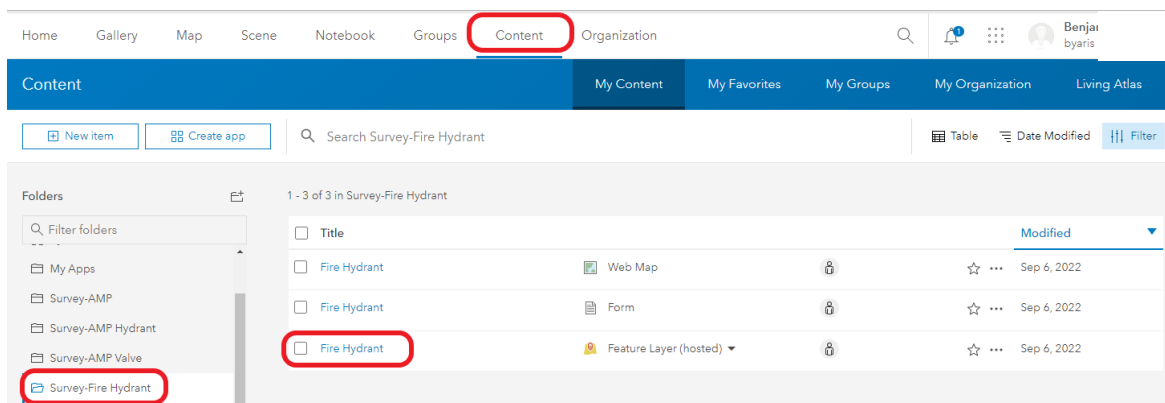
The instructions below will be for the Fire Hydrant form, but the same steps should be taken for the Valve form.

Thanks again for opting to share your data with AFC!

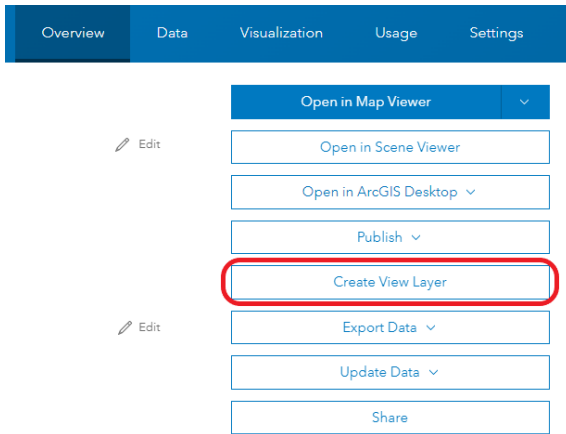
Please contact bmyl@american-usa.com for any questions or more information.

Create View Only Feature Layer for The Data Collected via AMP

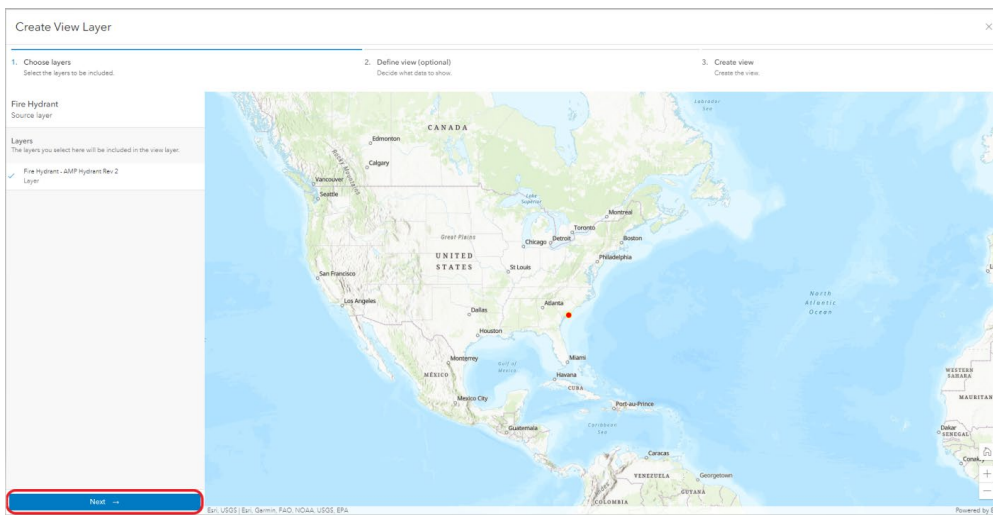
1. Log on to your organizations ArcGIS Online account and select the 'Content' tab and navigate to the 'Survey-Fire Hydrant' folder (or which custom folder you keep your data collected via the AMP app), and select the 'Fire Hydrant' Feature Layer (hosted)' item.



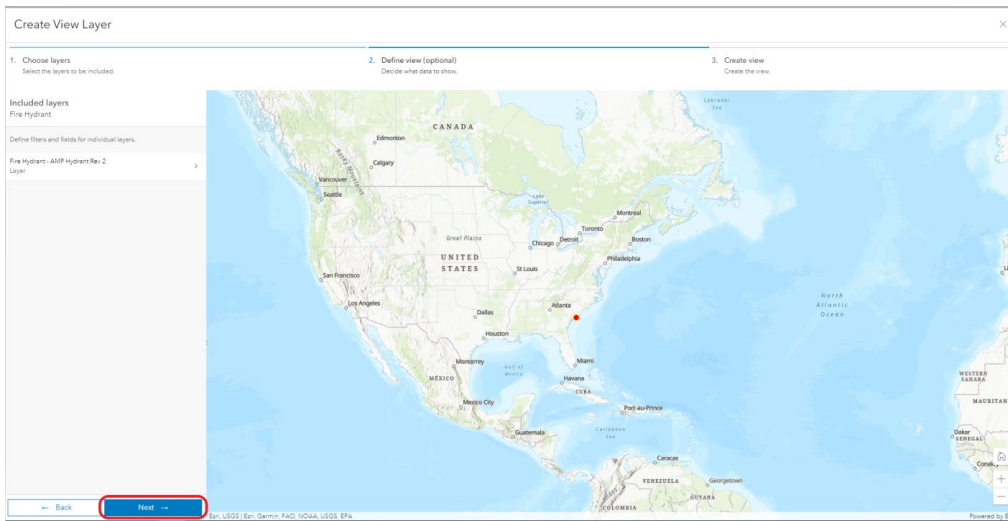
2. Select 'Create View Layer'



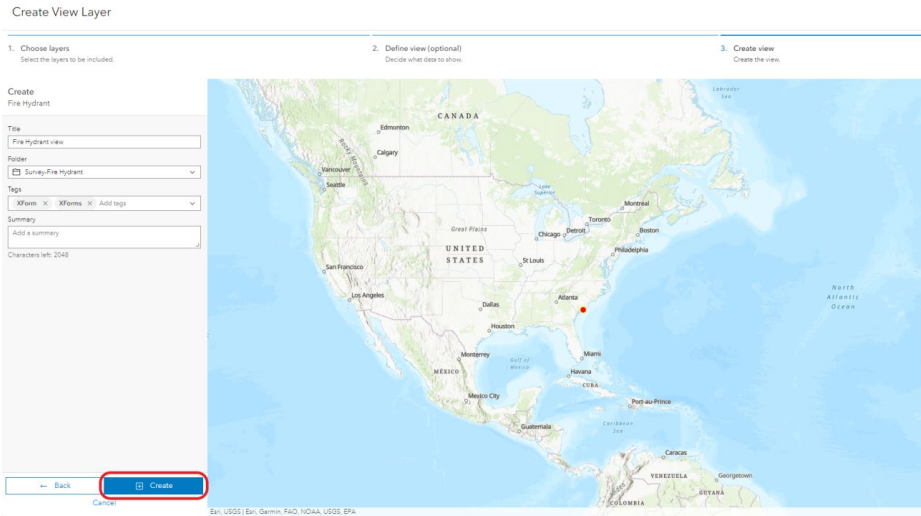
3. Select 'Next'



4. Select 'Next'

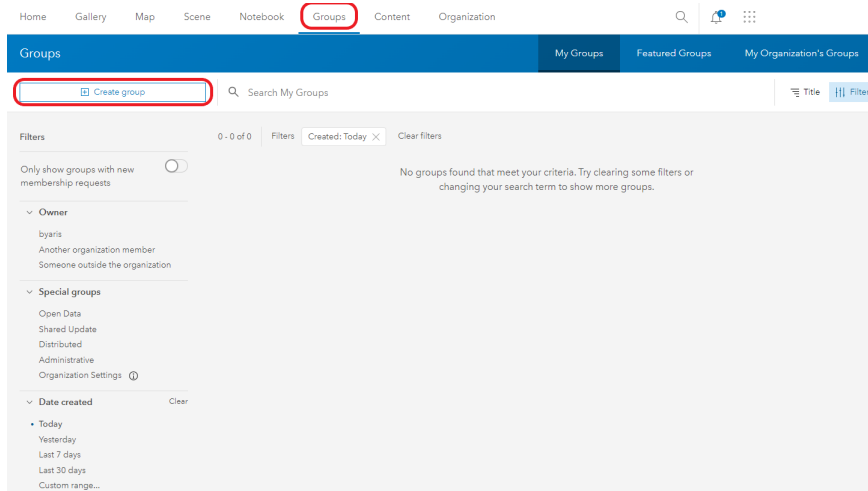


5. Select 'Create'



Create a Group to Share Data With AFC

1. In your organizations ArcGIS Online account and select the 'Groups' tab and '+ Create group'



2. Name the Group <Your Organization>_AMP (for example: James Town Water_AMP). For 'Group membership' check the 'Only group members' option.

Create a group ×

Group overview

Name
James Town Water AMP

Summary
A short description of the purpose of your group

Tags
Add tags

Upload image

Group membership

Who can view this group?

- Only group members
- All organization members
- Everyone (public)

Save **Cancel**

3. Confirm the rest of the settings are the same as pictured below. Once complete, select 'Save'

Create a group ×

Group membership

Who can view this group?

- Only group members
- All organization members
- Everyone (public)

Who can be in this group?

- My organization's members only
- Any organization's members

How can people join this group?

- By invitation

Who can contribute content?

- All group members
- Group owner and managers

Who can see the full list of members on the group's Members tab?

- Anyone who can view the group
- Group owner and managers

Save **Cancel**

4. Select the 'Invite users' tab

James Town Water AMP

Overview Content Members Settings

Edit thumbnail
Add a brief summary about the group.
owned by byaris

Edit

Invite users

Add items to group

Create Web App

Membership requests

Description
Add an in-depth description of the group.

Edit

Details
Created: September 9, 2022
Viewable by: Everyone (public)
Contributors: Members
Members list: Visible to all group members
1 0
f t e +

Owner
Change owner
BY byaris

Tags
This item has no tags.

No items yet
View my content

5. Turn the 'Search all ArcGIS Online organization members' tab on, and search for 'American-USA', and 'Invite users'

Invite users

Search users

Name Filter

Who can be in this group?
Any organization's members

Filters

Search all ArcGIS Online organization members

My groups

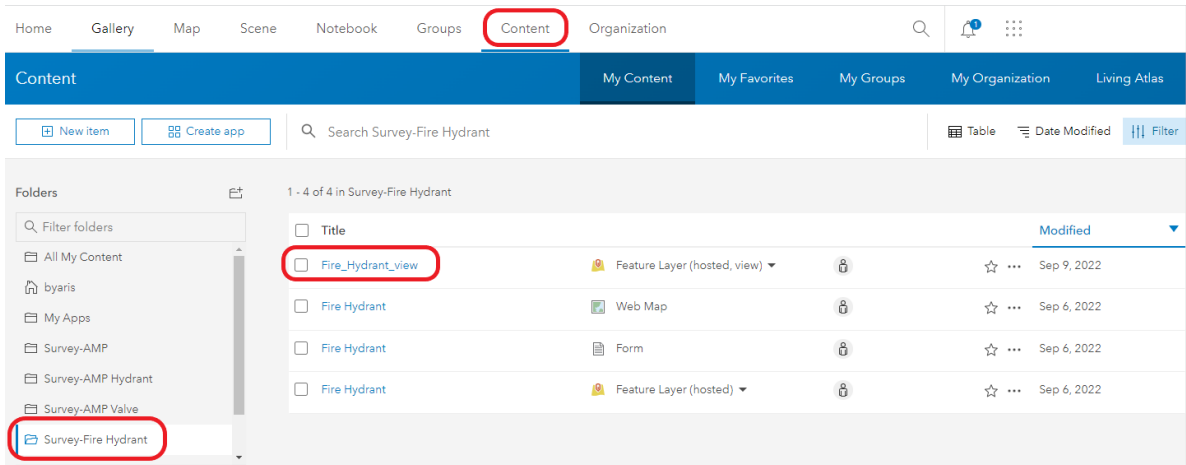
Enter a search term to find users across all of ArcGIS Online.

Add organization members without requiring confirmation

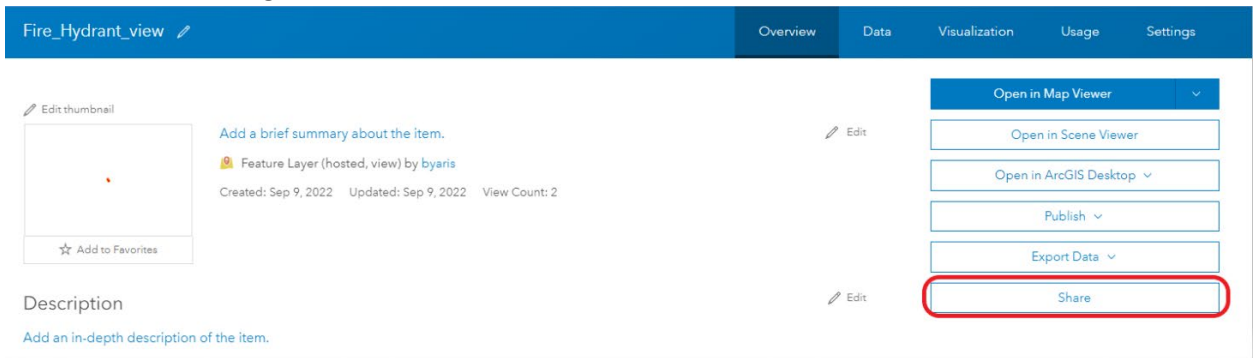
Invite users Cancel

Share the data with the AFC Group

1. Select the 'Content' tab and navigate to the 'Survey-Fire Hydrant' folder and select the 'Fire_Hydrant_view' item

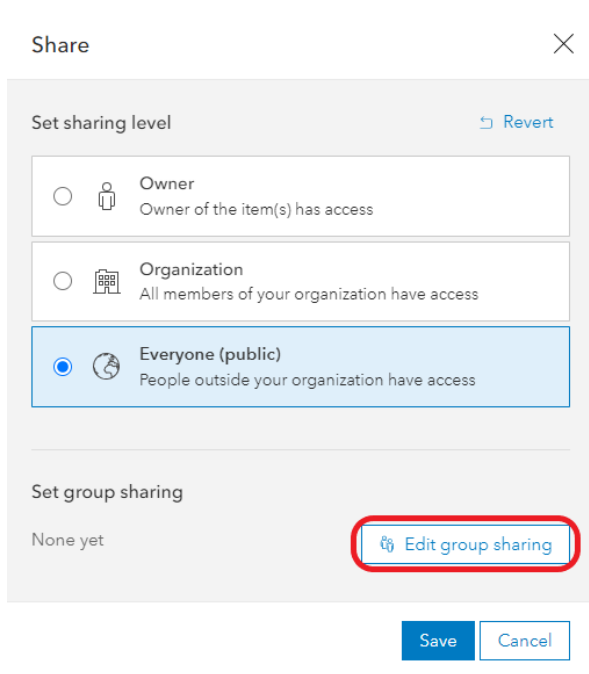


1. Select the 'Share' widget

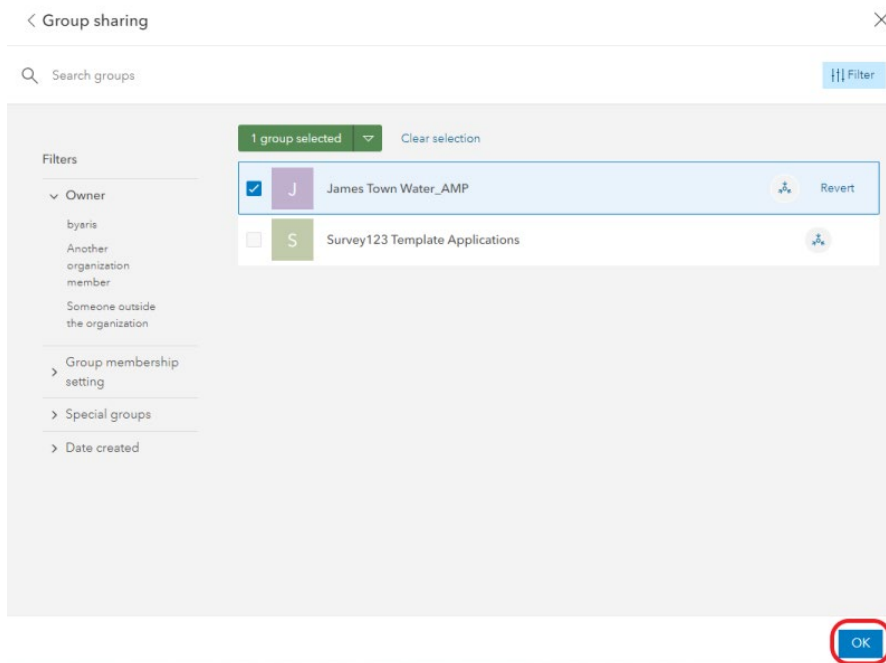


2. Select the 'Everyone (public)' tab and select 'Edit group sharing'

*Everyone (public) means people outside your organization can view the data ONLY if they are a member of the group. This does not mean anyone in the public can view your data.



3. Select the group name you created (for example: James Town Water_AMP) and 'OK'






4. Select 'Save'

Share



Set sharing level

[Revert](#)

-  **Owner**
Owner of the item(s) has access
-  **Organization**
All members of your organization have access
-  **Everyone (public)**
People outside your organization have access

Set group sharing

[Revert](#)



[Edit group sharing](#)

Save Cancel