



GUIDANCE

How to Make an Atlas

Field Papers

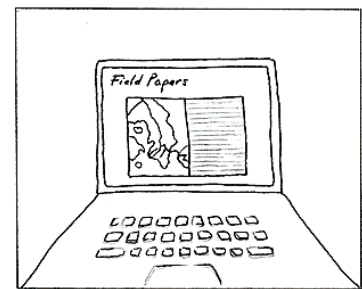
Field Papers is a web-based mapping tool managed by Stamen Design. It allows users to create a map from anywhere in the world (using data from OpenStreetMap), print it out, and mark it up with their own notes. Later, the updated map can be photographed, uploaded back to the Field Papers website, and merged with the original atlas. You only need a computer, printer, digital camera and pen or pencil to capture and share the latest geospatial data with millions of other users around the world.

This activity is part of USAID’s Learning Improvement Projects, funded by PPL’s Office of Learning, Evaluation, and Research, and supported by the KDMD project. These projects aim to catalyze Agency learning by sharing lessons learned from innovative pilot projects with the hope that promising approaches can be replicated and scaled up by others for greater impact.

OVERVIEW

Field Papers operates with OpenStreetMap, a free and editable map of the world. Field Papers maps can be generated using this software, and any updates made to Field Papers may then be incorporated back into the larger OpenStreetMap dataset. OpenStreetMap works similarly to Wikipedia where anyone with an account can add information, correct mistakes, and improve the available geographic data of a region. It’s especially useful in areas without robust map information available.

With Field Papers, you can view and update anything on a map that you see with your own eye. Popular items to tag include infrastructure, buildings, land use, water, and other natural features.



Make yourself an atlas

Print out anywhere in the world.

MAKE AN ATLAS

1. **CLICK** on “Make an atlas to print” or “Make yourself an atlas” from the Field Papers homepage.
2. **TYPE** in the geographical area that you would like to access. You can be as general (a country) or specific (an address) as you would like. Once Field Papers pulls up your atlas, you can pan and zoom to the specific area you’d like to see.
3. **ADJUST** the area for your atlas using the selection area (highlighted).
 - ✓ Use the four-directional arrow icon to move the entire selected area.

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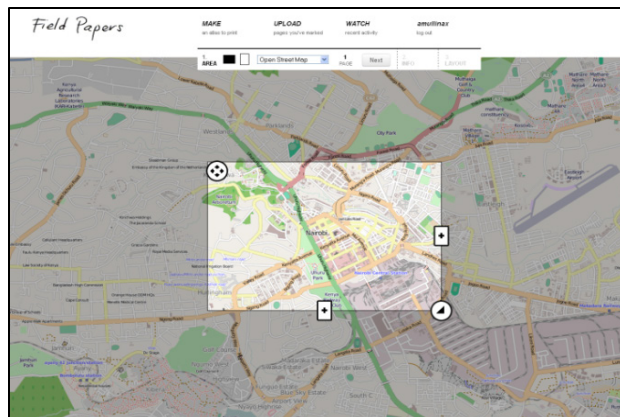


- ✓ Click on the plus and minus buttons to add and subtract pages. Field Papers automatically creates your atlas on two pages.

TIP: Try to select the least number of pages as you need for your atlas to avoid possible delays in atlas generation.

- ✓ Click and hold your mouse down on any part of the map to move the entire atlas.
- ✓ Click on the arrow button at the lower right of the selection box to adjust the size of the selection area.

- 4. DECIDE** how you would like your printed atlas to look. Display options include OpenStreetMap (default), Black and White, Satellite + Labels, and Satellite Only. Click Next.



- 5. GIVE** your atlas a name so that you'll be able to find it later when you log in to Field Papers.
- 6. ADD** a description (optional) for your atlas. This will show up on each page of your atlas.
- 7. DECIDE** whether you would like the atlas to be public or private by checking the "Make this atlas private" box. Private means no one else can find your atlas. Click Next.

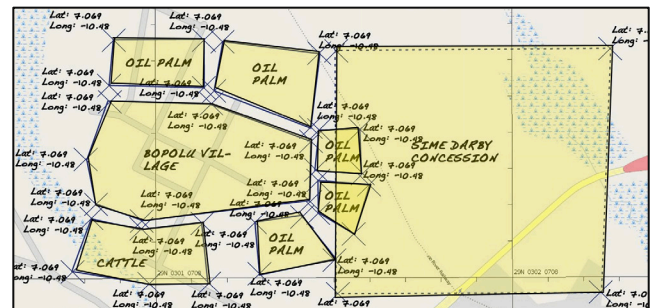
TIP: If you choose to make your atlas private, you can still share it with others with a unique URL. However, make sure to log into Field Papers when you create the map, so that you will have access to it later through your account.

- 8. CHOOSE** a layout for your atlas. Options include (1) Maps only; (2) Maps + Notes on their own pages; or (3) Maps + Notes on the same page. *Optional: Overlay a [Universal Transverse Mercator \(UTM\)](#) grid to your map by checking the box under "Choose a Layout."

Click Finished. When your map has been generated by Field Papers, you will see it appear on your screen.

- 9. CHOOSE** to download the PDF ("Download PDF") and/or copy it to another user ("Copy this atlas"). Download the PDF to save, print, or share using the unique URL. All PDFs include a [QR code](#) that makes it possible for Field Papers to update your map with your edits when you upload it back to the site.

- 10. PRINT** out your map and mark it up using pen or pencil. You can add or update anything on the map you'd like -- things that you can see with your own eye, or maybe other kinds of information that is important to you.



- 11. VIEW** maps that others have generated in the same area by looking under "Activity". This can save you some time if you'd like copy other people's atlases.
- 12. GET** fancy. For advanced users, export your map into three different programs: [GeoJSON](#), [Plain Text \(CSV\)](#), or [Shapefile](#).

Field Papers maps can be easily opened using two of OpenStreetMap's editing tools: (1) [iD editor](#); or (2) [Potlatch](#).