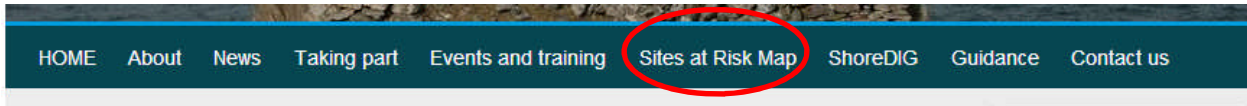


HOW TO...use the Sites at Risk Map



go to: www.scharp.co.uk

From the homepage, click the Sites at Risk Map tab



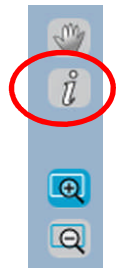
1. Navigation tools

- Click on the magnifying glass tool.
- Zoom into the Angus coast by holding down the left hand mouse button and dragging a box around the area.
- Zoom in to the north end of the line of dots by drawing a small rectangle around it.
- Select the hand tool.

Tip: If the hand tool is selected, you can pan, zoom and click on dots to bring up information without selecting any other tools

- On the coast just north of St Cyrus is a red dot. Zoom in on it as far as you can by rolling your mouse wheel away from you.
- Click and drag the map so the red dot is in the centre of the map.

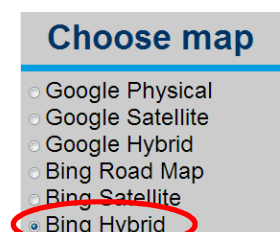
Tip: There are alternative tools to pan and zoom on the left side of the map. Just use your preferred ones.




2. Base maps

- Select Google Hybrid to change to satellite view.
- In satellite view you can zoom further into the red dot until you can clearly see the narrow promontory it sits on.
- Select Bing Satellite in the Choose Map box on the right to see how the view changes.

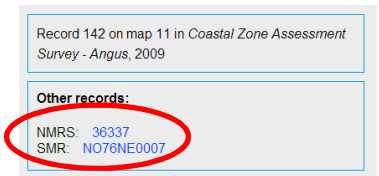
Tip: The Google and Bing satellite images have been taken at different times, sometimes with several years between them, so can be very useful for showing coastal change. They also show the tide in different states. The coverage varies in different areas so experiment.



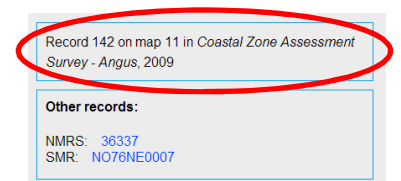
3. Sites at Risk Records

- Make sure the hand tool or the *i* tool is selected. Click on the red dot. This brings up a summary information bubble for Kaim of Mathers, ruined castle.  Now click on the link to [see more information and edit record](#). This will open a new tab to take you to the site record **11649**.

- Click on the NMRS link in the Other records box to view the RCAHMS site record. Click the back arrow to go back to the SCHARP site record. Now click on the SMR link to go to the local Sites and Monuments Record. Click back again to go back to the SCHARP record



Tip: This is the reference to the original CZAS record. The SCAPE website: <http://www.scapetrust.org> has pdf documents of all the Coastal Zone Assessment Surveys. You can find them under the Publications tab.

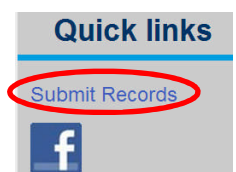


4. Download a ShoreUPDATE survey pack

- In the 'Over to you...' box select 'prepare a ShoreUPDATE pack for this site'. This downloads a 3 page pdf survey form. You can print this and take it with you to complete when you visit sites.

5. Submitting records through the website

- Use the back arrow to go back to the site record. Still in the 'Over to you...' box select the link to 'submit your ShoreUPDATE record here'. This page is the online version of the printable form you complete on site, with drop-down lists and tick boxes to select your answers to the questions. Take a moment to familiarise yourself with the form.
- Click on the 'Sites at Risk Map' tab. Select Submit Records under Quick links.
- Type in **11649**. This also takes you to the online ShoreUPDATE form.



6. Submitting, saving and retrieving your records

When you have finished your form and uploaded all your images, scroll down to the bottom of the form. Select 'Submit Record'. When uploaded, you will receive a notification saying '**Update successfully submitted**'. Depending on your internet connection, it may take a few minutes to send your record.

Tip: if you have a slow or unreliable internet connection, the 'Save and continue' button at the bottom of the form allows you to save your record as you go. Hit 'Save and continue' each time you attach an image to reduce the chance of an unsuccessful upload.

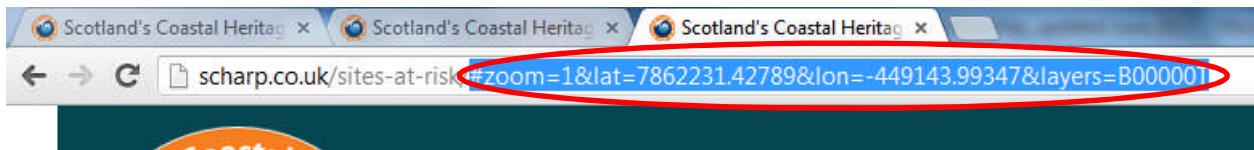
- To view your submitted records click on the arrow in the Welcome bar at the top right of the web page and select 'Your records'.



Welcome, jo | Log out | Your account | **Your records** ▶

7. Shortcut to finding a record

- If you know a site number you can go straight to your chosen site record by replacing everything after the / in the URL with the site number.



- Replace the text highlighted in blue with **12240**. Press return, and you are taken straight to the site record page for Broch of Borwick.
- This site has two completed ShoreUPDATE surveys which you can view at the bottom of the record. Scroll down to the bottom of the site record page, and under the ShoreUpdates heading, completed surveys are listed in date order and can be accessed by clicking on the date highlighted in **blue**.

WELL DONE – you can now confidently navigate around the Sites at Risk Map and are familiar with all the main features.

Take a moment to explore the records of a short stretch of coast you are interested in. This can be anywhere in Scotland which has been surveyed. Zoom in and out. Toggle between the Google and the Bing satellite views. Click on dots to see what's been recorded.

There is an online tutorial on how to use the Sites at Risk Map on our **GUIDANCE** page under Training videos.