

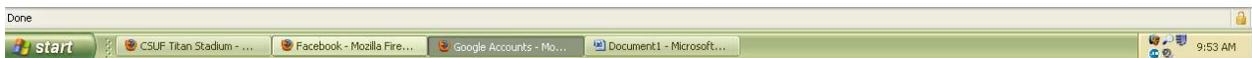
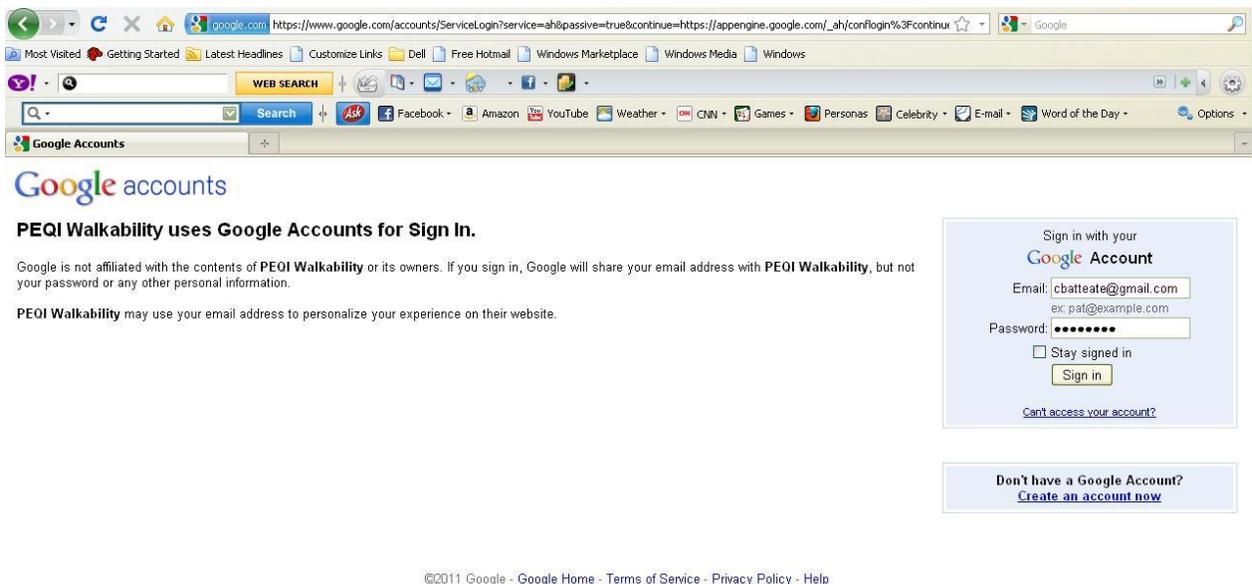
## PEQI Droid Application : Project Setup , Data Upload and Management Tutorial

Go to [www.peqiwalkability.appspot.com](http://www.peqiwalkability.appspot.com)

To begin using the PEQI, you will need to “Sign In”. Click on “Sign In” at the top right of the page. Once you click on “Sign In” you will need to “Sign In Using Google”.

If you do not already have a free Gmail account, you will need to create one for use with this website. You can create your free Gmail account by going to [www.gmail.com](http://www.gmail.com) and clicking on “Create an Account.”

If you already have a Gmail account, use it to sign into the PEQI site.

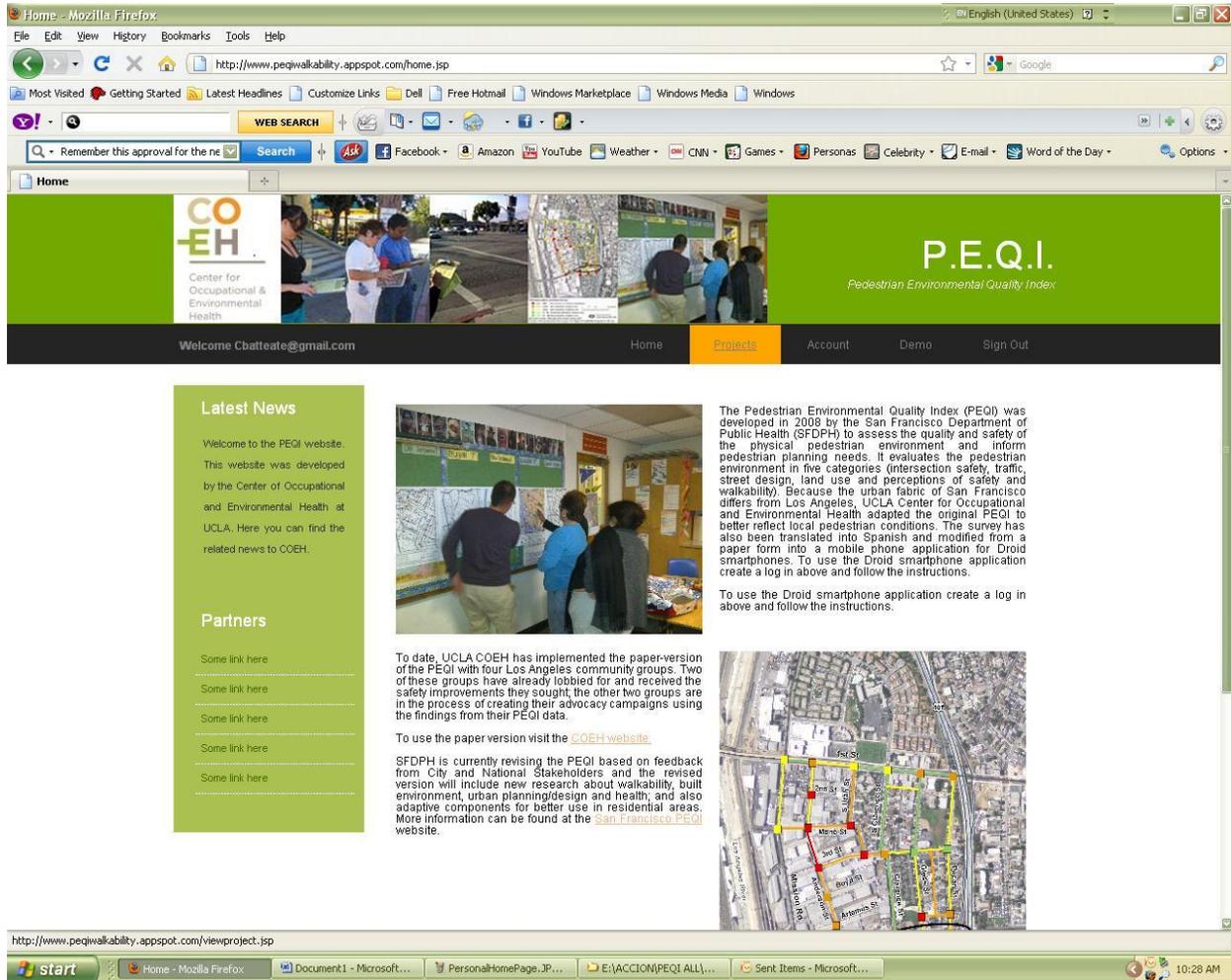


Once you Sign In using your Google account, a new page will open where you will need to “Allow” Google to affiliate your email with your PEQI account.

To "Activate Your Account" enter all the information required and read the Terms of Agreement carefully.

The screenshot shows a Mozilla Firefox browser window with the URL <http://www.peqiwalkability.appspot.com/createuser.jsp>. The page title is "CreateUser". The browser's address bar shows the URL, and the search bar contains "Remember this approval for the ne". The page content includes a header with the COEH logo (Center for Occupational & Environmental Health) and the P.E.Q.I. logo (Pedestrian Environmental Quality Index). A navigation bar at the top right contains "Home" and "Demo" links. The main content area is divided into two columns. The left column, titled "Latest News", contains a welcome message and a "Partners" section with five "Some link here" placeholders. The right column, titled "Activate Your Account", contains a welcome message and a form with the following fields: "CONTACT" section with an "Organization" field (containing "UCLA COEH Example"); "Address" section with "Street Address" (containing "650 Charles E. Young Drive, South 21-293"), "Address Line 2" (containing "Center for Health Sciences"), "City" (containing "Los Angeles"), "State / Province / Region" (containing "CA"), "Postal / Zip Code" (containing "90095"), and "Country" (containing "United States"); "Email" section with an email field (containing "cbatteate@gmail.com"); and "Phone" section with three fields for area code (containing "209"), prefix (containing "323"), and number (containing "9986"). The browser's taskbar at the bottom shows the start button and several open applications, including CSUF Titan, Facebook, CreateUser, Document1, Paint, E:\ACCION, Sent Items, Event Remin, and FW: Google. The system clock shows 10:06 AM.

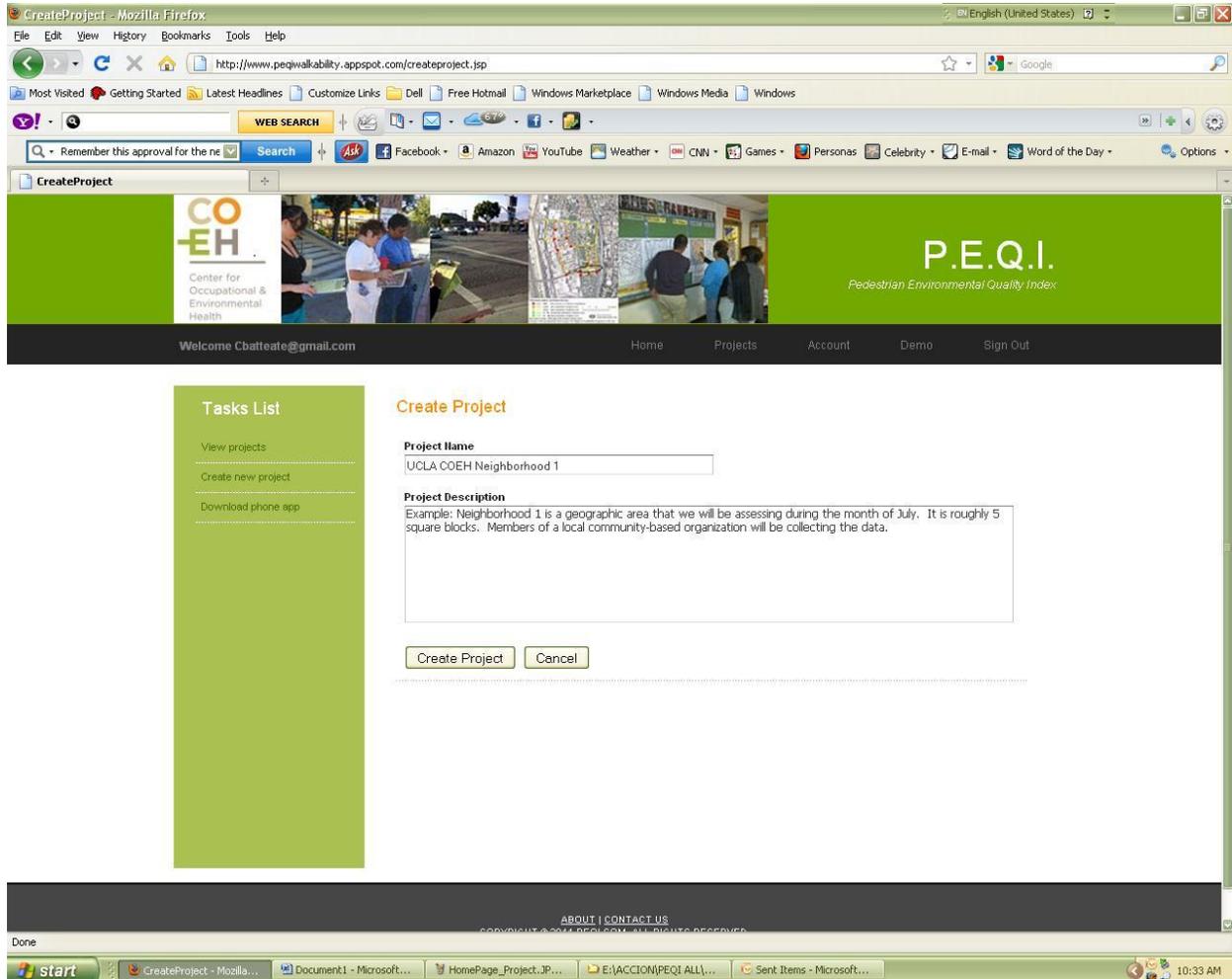
Once your Account is created you will have your own custom Home Page, where you can access all the site's services. You should see the email you used to log into your account at the top left of the page.



To get started, click on the “Projects” tap on the top toolbar of the page.

This will take you to the “Create Project” page. You can create up to five projects per account. We recommend that you keep each project to a manageable scale for your organization. You can always

add new projects as your geographic area of interest expands. You will have to enter the name of your project on every form you fill out in the field, so it's best to keep the Project Name short to save time.



Once you have created your project(s) you can view, edit and download the data at any time by clicking on the "Projects" tab.

## **DOWNLOADING THE PHONE APP**

Next, you will need to “Download the phone app” to your Android smartphone. This is how you will collect and upload your data to the website. *Follow the directions carefully.*

Using your Android phone:

1. Make sure your phone’s Wi-Fi is turned on and can access the internet
2. Open your browser and go to: [www.peqiwalkability.appspot.com](http://www.peqiwalkability.appspot.com)
3. You will need to “Sign In” just like you did on the website. Use the same email and password you used to set up your Account.
4. Once you are Signed In to the website from your phone, you will again be at your custom Home page.
5. From your phone, click on the “Projects” tab.
6. Then click on the “Download phone app” link.
7. This is a *MULTI-STEP* process, so make sure to complete *ALL THE STEPS*.

a. From your phone, “Click to download file ODKCollect.apk” After clicking to download, the application will go into your Download History folder on your phone. It should appear on your screen once download is complete. If it does not immediately appear you will need to find it in your phone’s folder.

b. When you see the “ODKCollect.apk” on your phone, click on it to open it. If your phone’s settings are at high security, you will need to change them to allow applications to be downloaded from other sources.

c. After you click on “ODKCollect.apk” it will ask if you “want to install this application?”

Click “Install”

d. When the application is done installing, click “Open”.

e. Click on the “Manage Forms and Data” option. This is where you will download the PEQI forms onto your phone.

f. Under the “Forms” tab in the “Manage Forms and Data” option click on “Get New Forms”

g. Select both the “PEQI\_Segment Form” *AND* the “PEQI\_Intersect Form” and press “Get Selected” The forms will automatically save themselves within the PEQI application.

h. Now that you have successfully downloaded the PEQI application (ODKCollect.apk) and the forms (PEQI\_Segment and PEQI\_Intersect), it will all be stored in your phone’s “Applications”. You can use the PEQI application anytime by going into your phone’s Applications and clicking on the PEQI icon.

You can also add the PEQI icon to your phone's home screen if you like (this procedure varies by phone model).

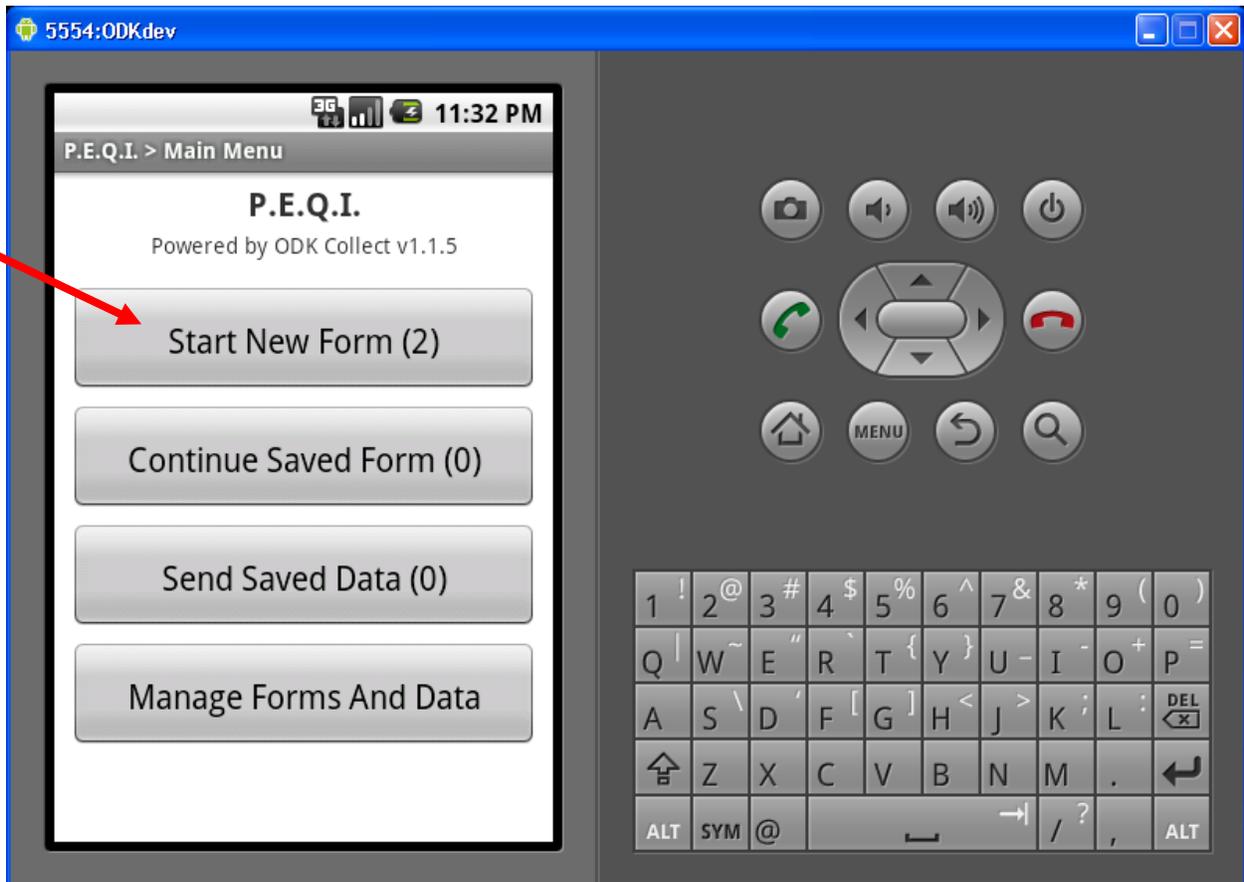
8. Instructions for data collection can be found in the PDF document "PEQI Android Application Protocol" which can be accessed by clicking on the "Demo" tab of the PEQI website.

## ADDING/VIEWING YOUR DATA & MAPS ON THE WEBSITE

Once you have created your PEQI account, created a project name and downloaded the phone app, you are ready to go out into the field to collect data.

Review the PEQI Training Slides and Protocol, which can be downloaded from [www.coeh.ucla.edu/node/127](http://www.coeh.ucla.edu/node/127) These will help your group understand how to answer the questions on the forms.

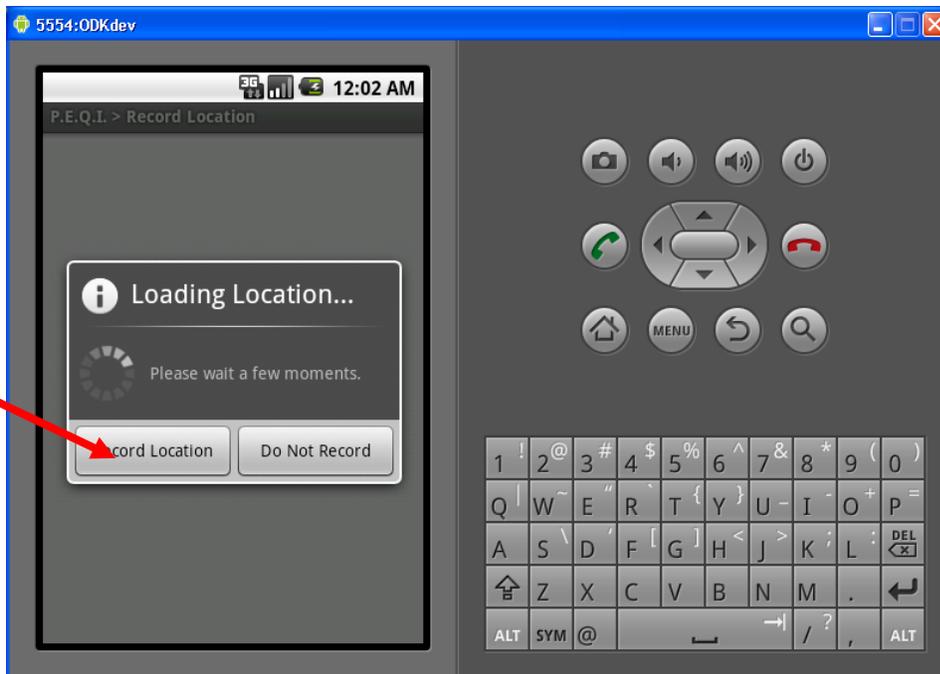
To start collecting data, Open the P.E.Q.I. app on your phone. Click “Start New Form”.



After clicking “Start New Form” you will choose “Intersection Form” or “Segment Form” depending on your location.

***Make sure to enter your project name on the phone form EXACTLY as it was written when you created the name of your project. This is how the phone directs your data to the website.***

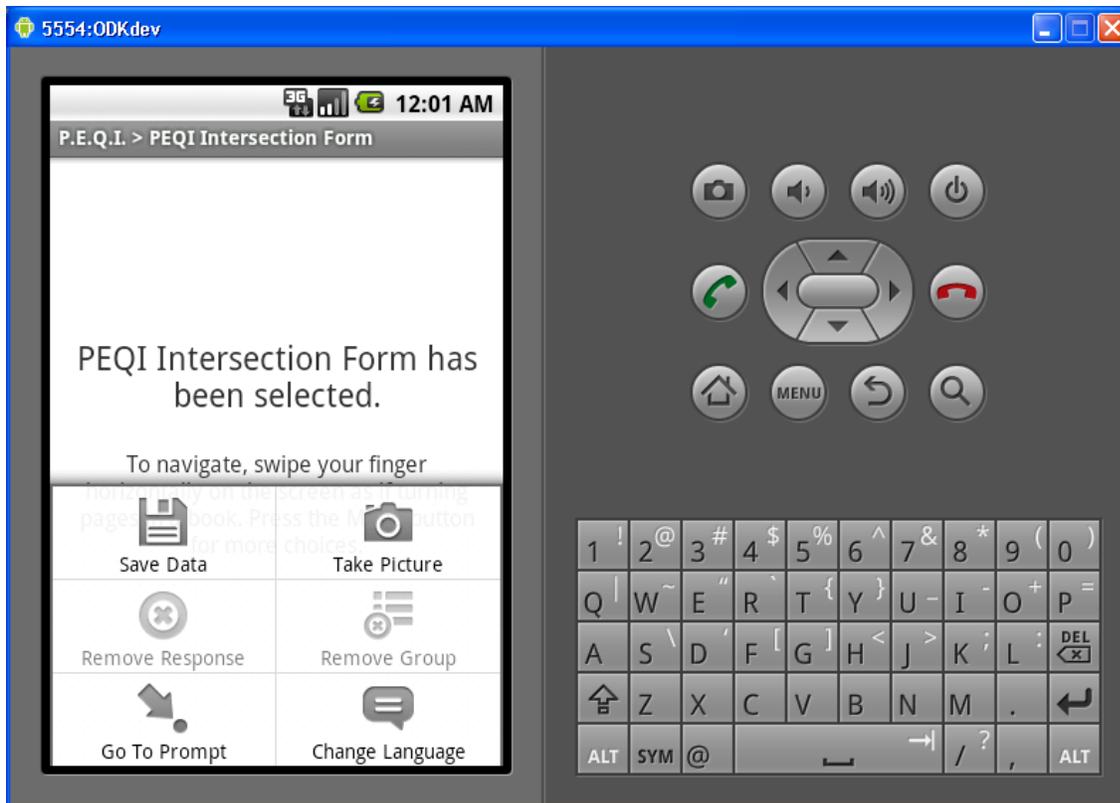
Continue to answer the questions on the phone. You will arrive at a prompt to “Record Location”. Click the button to “Record Location” and wait until the proximity is within 4-12 meters. The phones rarely get much closer than 4 meters of location precision.



***WAIT to “Record Location” until the location is within 4-12 meters of accuracy.***

The questions are pretty straight forward, but refer to your “Full Protocol” or the field “Cheatsheets” that can be downloaded from [www.coeh.ucla.edu/node/127](http://www.coeh.ucla.edu/node/127)

If at any time you want to access a previous question quickly, or take a picture, go to the “Menu” option on your phone. This will take you to the PEQI menu shown below.



From the PEQI menu, you can do a number of things.

“Save Data” will allow you to save your data on the phone and exit the application. When you reopen the app later, your data will still be saved in the phone.

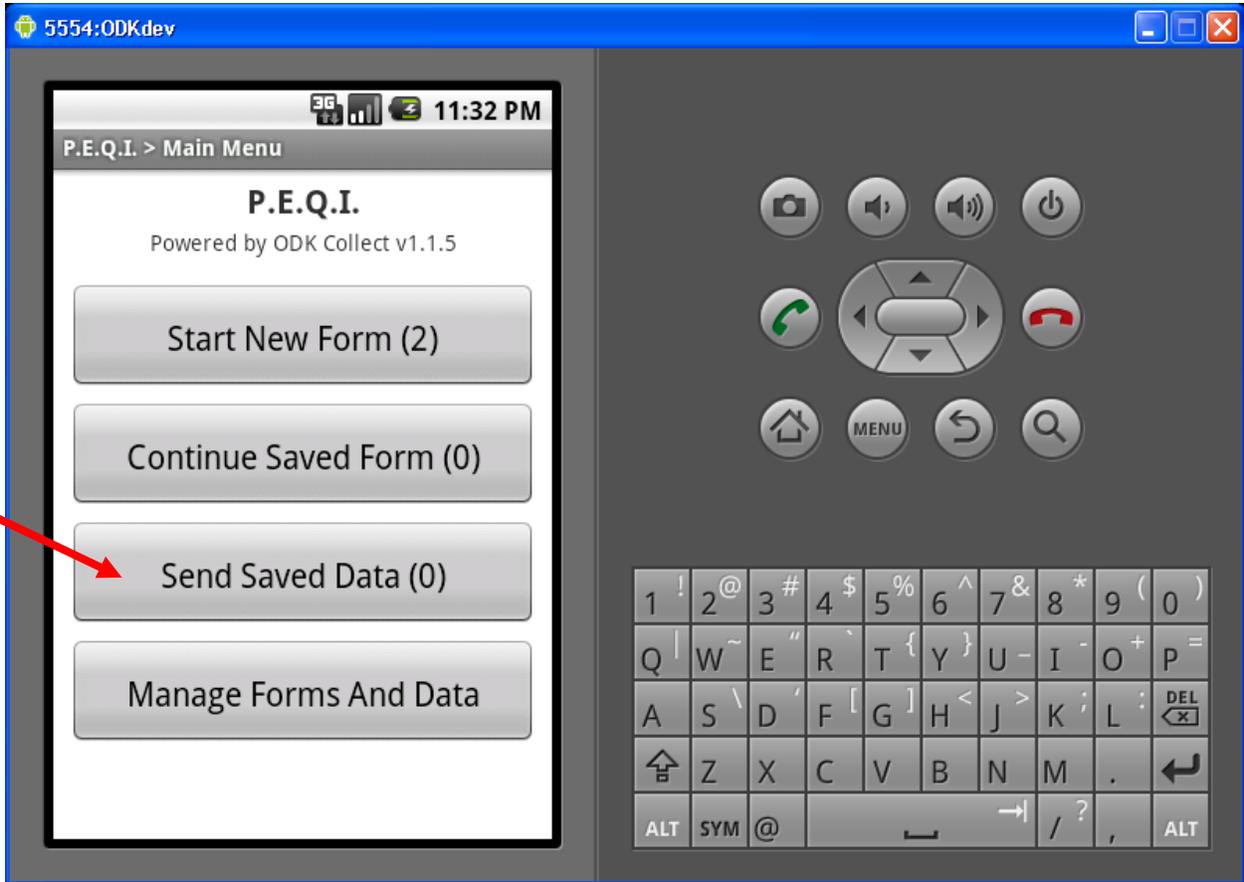
“Take Picture” will let you take pictures to be associated with the intersection or segment you are evaluating.

“Go to Prompt” will show you a list of all the questions. You can click on a question to jump to it, to review or change your answer.

“Change Language” is important if you are using the app in Spanish. You will need to change the language on this Menu AND in your phones “Settings”.

Once you have completed your data collection for the day, you will need to upload your forms to the website. The website will automatically calculate each forms final score and reflect the scores on a map.

From the PEQI app home screen (what opens when you first open the app). Click on “Send Saved Data”



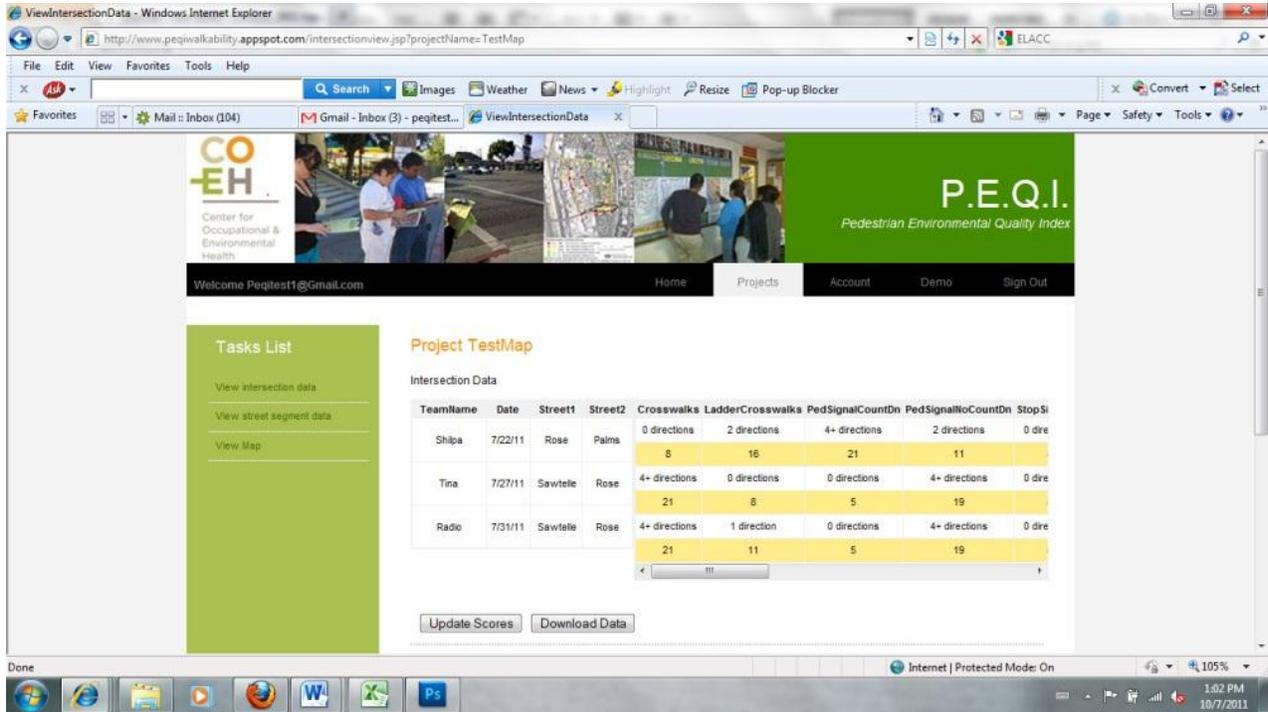
Make sure you are in a place with good reception, to ensure that all the forms get uploaded.

After the forms are uploaded from the phone, log onto [www.pejiwalkability.appspot.com](http://www.pejiwalkability.appspot.com) and go to your projects.

## **VIEWING & SAVING DATA**

To view your Project Data Click on the Projects Tab, then click on your specific Project. The “Tasks List” on the left of the screen allows you to “View Intersection Data”, “View Segment Data” and “View Map.”

“View Intersection Data” and “View Segment Data” should appear as seen below:



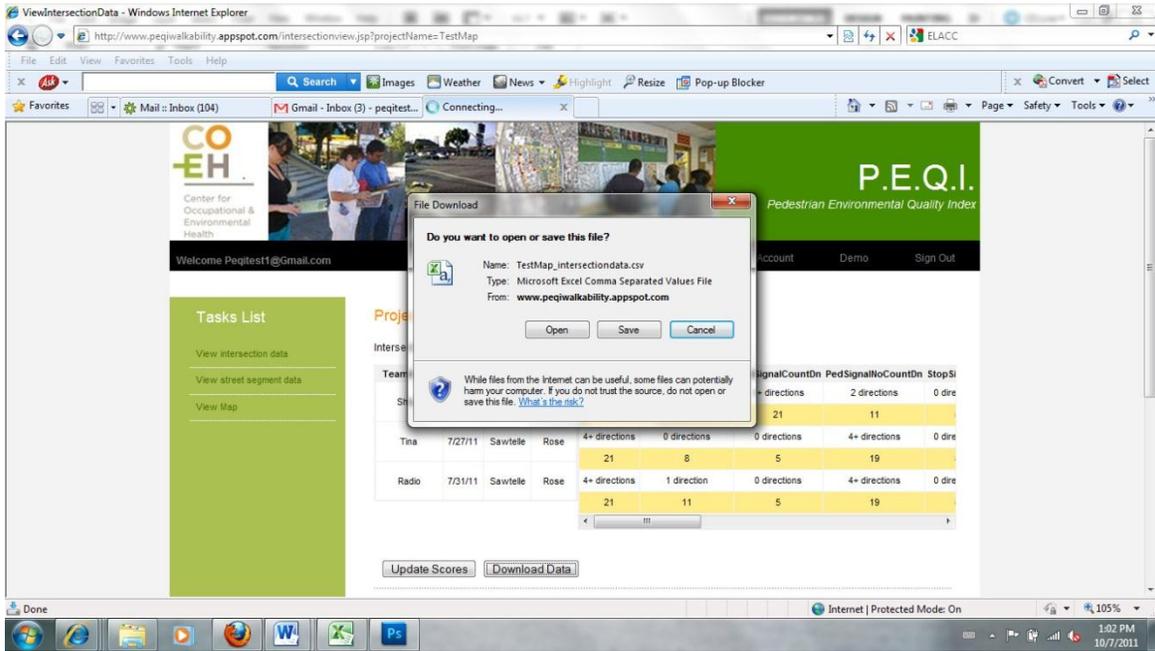
The screenshot shows a web browser window displaying the P.E.Q.I. (Pedestrian Environmental Quality Index) application. The page title is "ViewIntersectionData - Windows Internet Explorer". The URL is <http://www.pejiwalkability.appspot.com/intersectionview.jsp?projectName=TestMap>. The page features a navigation menu with "Home", "Projects", "Account", "Demo", and "Sign Out". A "Tasks List" sidebar on the left includes "View intersection data", "View street segment data", and "View Map". The main content area is titled "Project TestMap" and displays "Intersection Data" in a table. Below the table are "Update Scores" and "Download Data" buttons. The Windows taskbar at the bottom shows the system clock as 1:02 PM on 10/7/2011.

TeamName	Date	Street1	Street2	Crosswalks	LadderCrosswalks	PedSignalCountDn	PedSignalNoCountDn	Stop Si
Shipa	7/22/11	Rose	Palms	0 directions 8	2 directions 16	4+ directions 21	2 directions 11	0 dire
Tina	7/27/11	Sawtele	Rose	4+ directions 21	0 directions 8	0 directions 5	4+ directions 19	0 dire
Radio	7/31/11	Sawtele	Rose	4+ directions 21	1 direction 11	0 directions 5	4+ directions 19	0 dire

If you have uploaded new data since the last time you visited the site, make sure to click “Update Scores” to make sure you are viewing all your most recent data. If you don’t see all your data on the website, go back to the phone to make sure all the forms uploaded successfully.

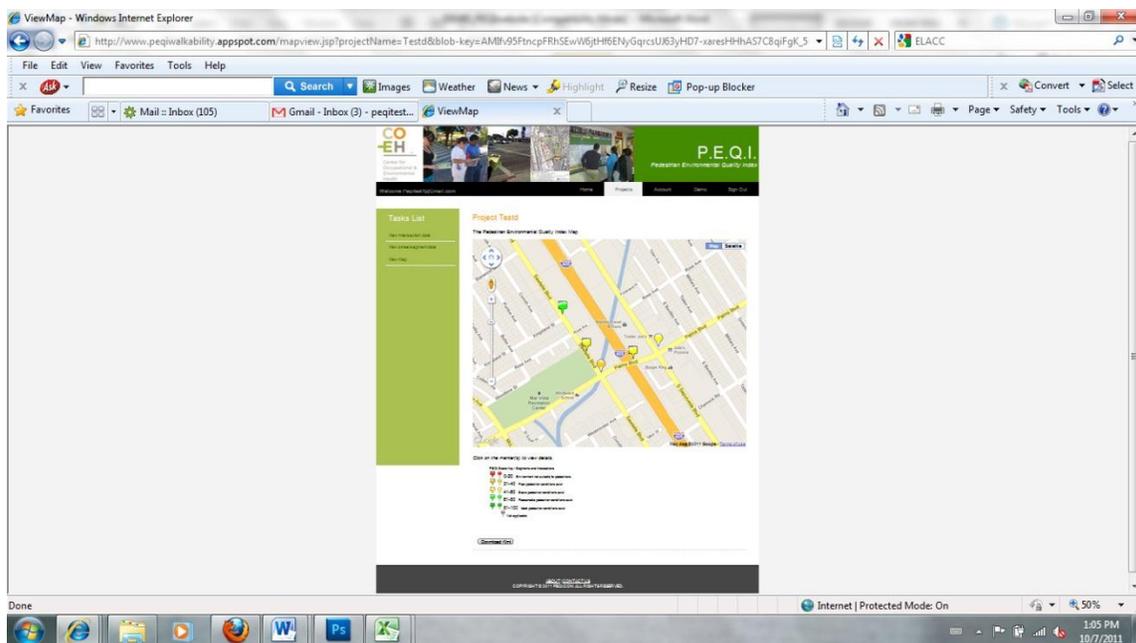
It is VERY IMPORTANT that you “Download Data” and save it on your own computer. It will only be stored for a maximum of two months after your last upload on our server.

To “Download Data” click the tab at the bottom of the screen, and you will be prompted to Open or Save the Excel (XLS) spreadsheet. Make sure to save it somewhere safe.

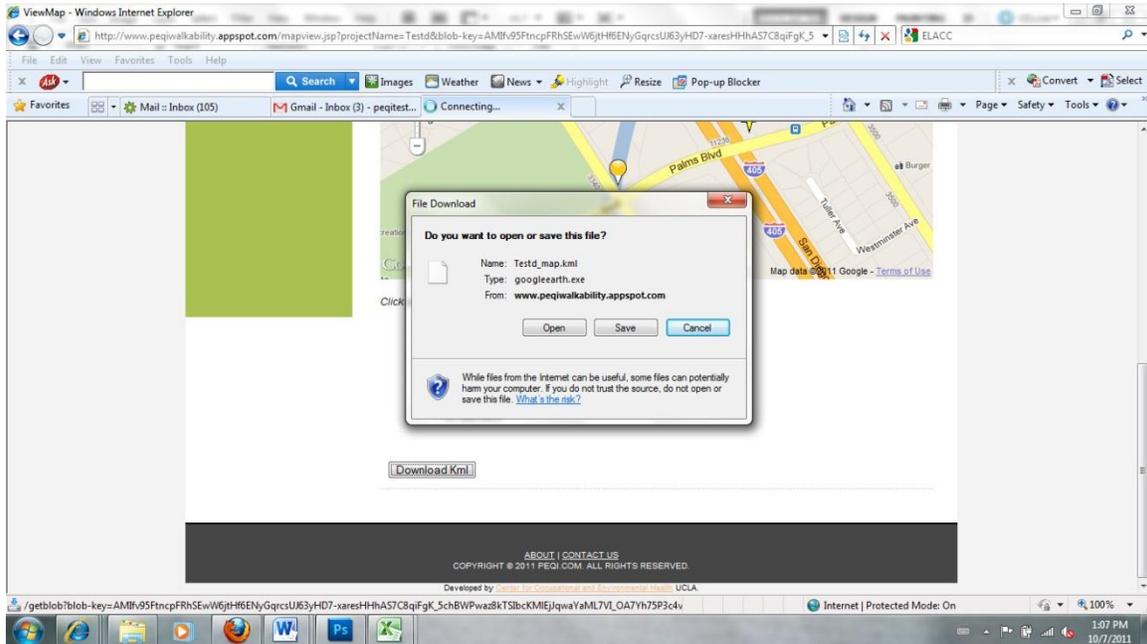


Your data will only stay on the website for two months after your last upload. **Make sure to save copies of your data and maps onto your own computer.**

You can also “View Map” by clicking on the Tasks List on the left



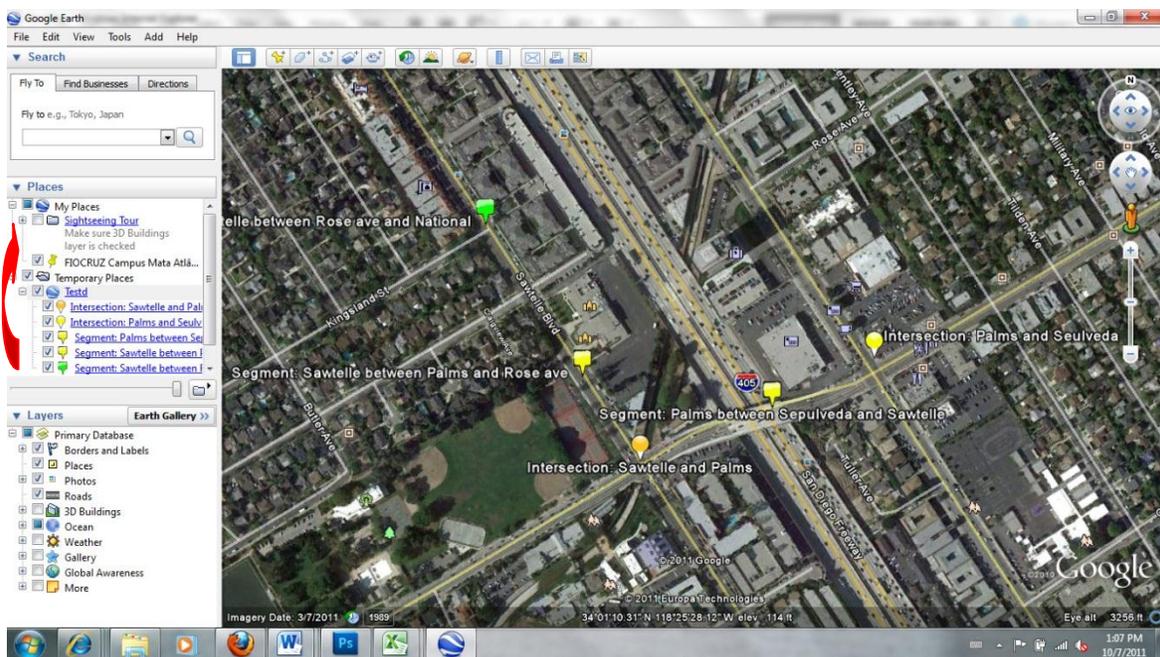
To save your Mapped Data and access it as a Google Earth (KML) file, click “Download KML” at the bottom of the page.



Make sure to save it somewhere safe.

To Open the KML file you must install Google Earth on your computer. It's free and can be downloaded from: <http://www.google.com/earth/index.html>

Once Google Earth is installed you can open your KML file and it will appear as below:



As long as your KML file is saved on your computer, you will never have to worry about losing your PEQI data. However, to combine all of your data, and to make it easier every time you open Google Earth, we recommend moving your KML data from “Temporary Places” to “My Places” (see red arrow on left hand side of Google Earth toolbar).

The data and maps are yours and can be used for any number of community advocacy or campaign activities that you choose.

**Questions? Contact:** Christina Batteate [cbatteate@ucla.edu](mailto:cbatteate@ucla.edu)

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