



PENNSYLVANIA
WILDLIFE ACTION PLAN



Getting Started: Instructions for basic use of the Conservation Opportunity Area (COA) Tool

Version 2020-08-17



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Quick Guide to the Conservation Opportunity Area (COA) Tool

Version 2020-08-17

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Contents

GETTING STARTED.....	4
STEP 1: Register for the COA Tool. Click “Create new Account” .	4
STEP 2: Enter your e-mail address.	5
STEP 3: Log-in.	6
MAP FEATURE	7
STEP 1: At the top of the Home page, select the “MAP” tab.....	7
CREATE AN “Area of Interest” PROJECT AND REPORT	8
STEP 2: Use the left mouse button and click “Create Area of Interest Report” option.	8
STEP 3: Go to the location where the Area of Interest is to be drawn.....	9
STEP 4: Draw an Area of Interest.....	9
STEP 5: Double-click the left mouse button to end drawing the polygon.....	10
STEP 6: If the polygon is acceptable, click “Accept” .	10
STEP 7: Enter a Project Title.....	10
STEP 8: When ready, click “Submit” .	10
ACCESS AN “Area of Interest” REPORT	11
STEP 9: Click the “My Projects” tab.	11
STEP 10: Double-click the left mouse button on the project title.	11
STEP 11: Double-click the left mouse button on the Report File (i.e., AOI Report).	12
STATEWIDE SEARCH.....	12
STEP 1: Select the tab “Statewide Search” .	12
STEP 2: Select statewide search by County or Watershed (HUC 8) and click-on “Submit” .	12
STEP 3: Make a selection then click “Search” above or below the search categories.	14
STEP 4: Save a search in Adobe© pdf or CSV format.	14
STEP 5: Clear the search criteria by clicking “Reset” .	14
More COA Tool Features and Functions available in Help.	16

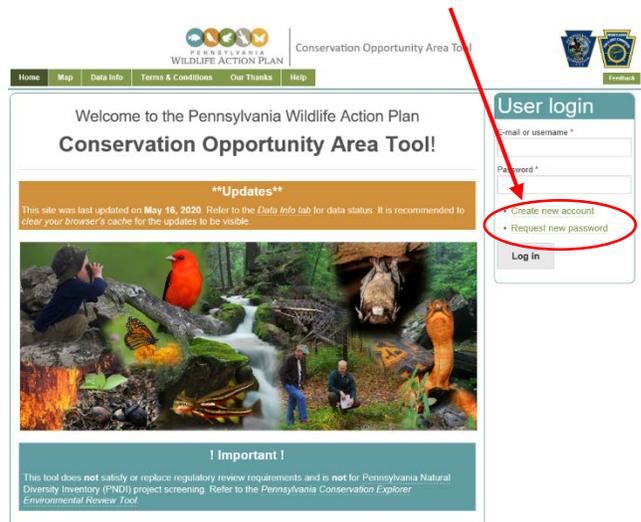
GETTING STARTED

This document offers basic instruction to access and use the Pennsylvania Conservation Opportunity Area (COA) Tool and is not intended to be a comprehensive user's guide. For detailed step-by-step procedures and complex functions, refer to the green "Help" tab.

Understandably, users are anxious to explore the tool; however, we encourage first-time users to read the HOME page material for a brief overview. The steps below highlight basic features & functions and will allow user to: access the tool, draw an Area of Interest and develop an associated report, and conduct a statewide search and generate a report.

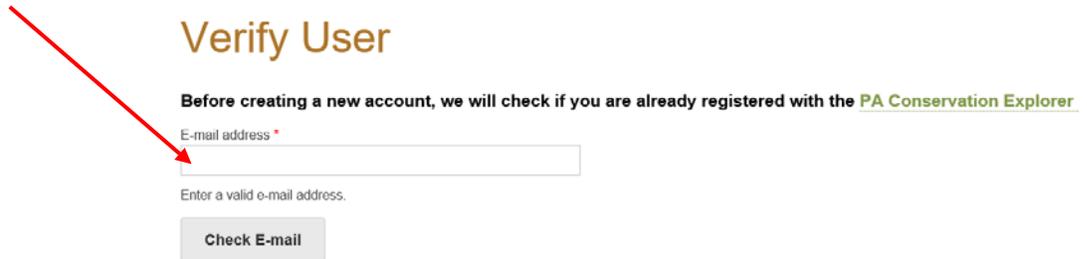
Go to: <https://wildlifeactionmap.pa.gov/>

STEP 1: Register for the COA Tool.
Click "Create new Account".



TIP: This site is associated with Pennsylvania Conservation Explorer (PACE). Users of PACE can use their PACE login credentials for the COA Tool.

STEP 2: Enter your e-mail address.



Verify User

Before creating a new account, we will check if you are already registered with the [PA Conservation Explorer](#)

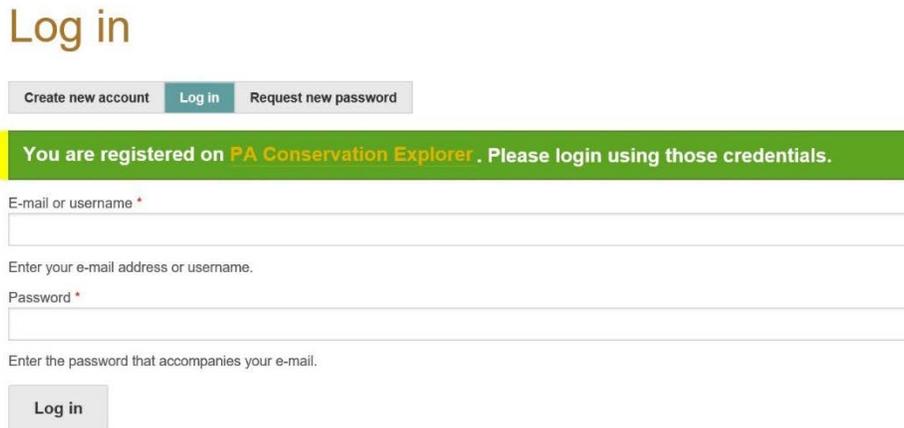
E-mail address *

Enter a valid e-mail address.

Check E-mail

If you have a PACE account, this response will be received. Use your PACE email/username and password.

Congratulations! You are now logged in and can start using the tool. Refer to the “**MAP**” section below.



Log in

Create new account Log in Request new password

You are registered on [PA Conservation Explorer](#). Please login using those credentials.

E-mail or username *

Enter your e-mail address or username.

Password *

Enter the password that accompanies your e-mail.

Log in

If you **DO NOT** have a PACE account, you will be instructed to register for a COA Tool account. Enter required (*) information, review and accept the Terms and Conditions of Use.

Instructions to set your password will be sent to the email address you entered. Open the e-mail and follow the instructions.



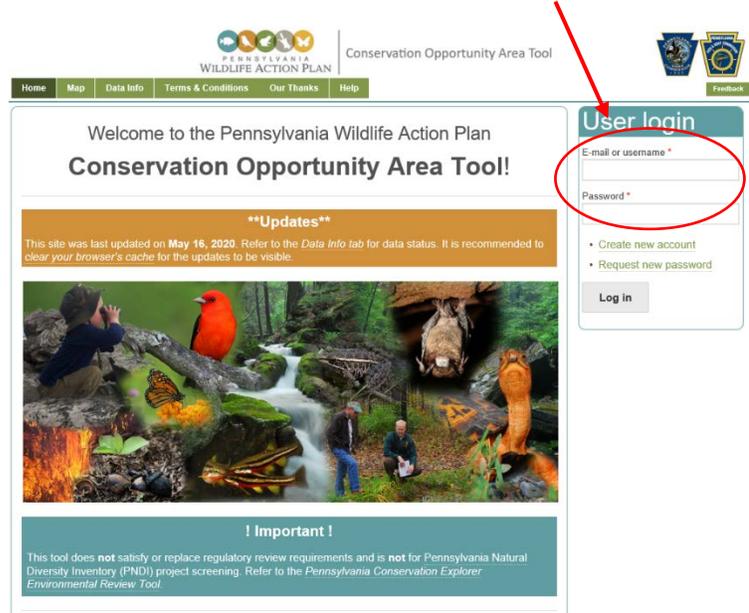
Create new account

You are not registered on [PA Conservation Explorer](#). Please register below.

E-mail *

TIP: Check your junk or spam mail folder for e-mails sent from this account.

STEP 3: Log-in. Once you have successfully registered to use the COA Tool, enter your username and password to access the tool.



CONGRATULATIONS!!!!

You have successfully registered to use the COA Tool and can begin exploring the site.

Basic tool functions and tips are found in the remainder of this document.

USING THE TOOL

MAP FEATURE

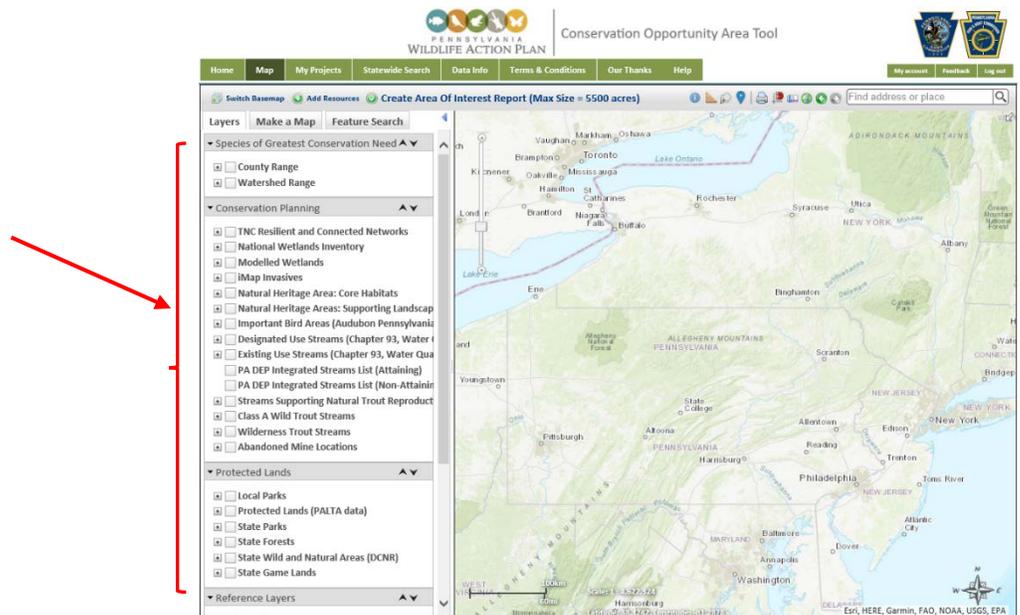
In this section, we provide a few basic steps to get you started using the tool. Again, this is not a comprehensive guide, but rather to familiarize you with the major tool features.

STEP 1: At the top of the Home page, select the “MAP” tab.



This image (right) will be displayed.

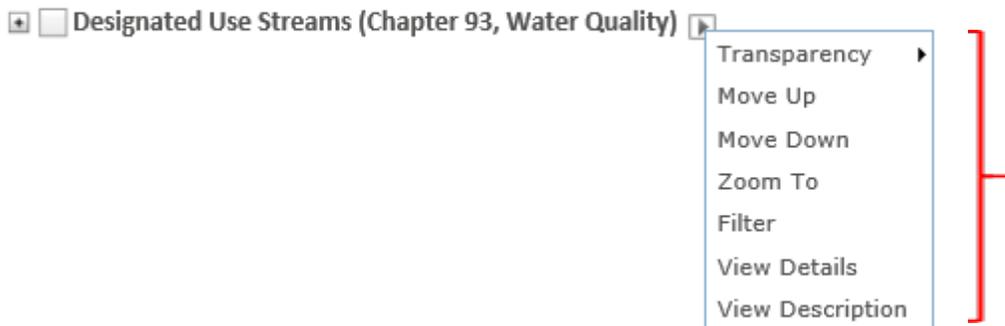
Standard available Tool data layers are listed along the left side of the screen.



TIPS:

- Use the wheel on your mouse to zoom in/out.
- Click & hold the left mouse button to move the map.
- Layers may contain sub-layers. Click the left mouse button on the + sign to expand the list or see the icon associated with the layer or sub-layers.
- Click the left mouse button to check the box and display the layers for each data set.
- The top layer must be checked to view sub-layers.
- For more layer features and information, place the mouse cursor over the layer name.
 - Move the mouse cursor to the right and <Click> the arrow which appears to the right of the layer name.

Example: Layer “Designated Use Streams (Chapter 93, Water Quality)”.



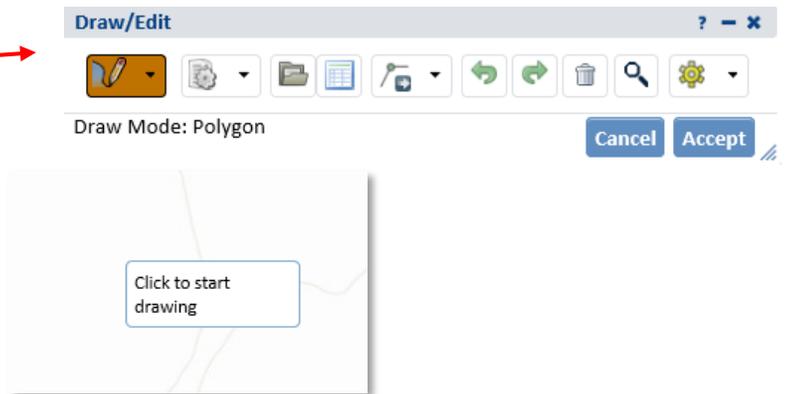
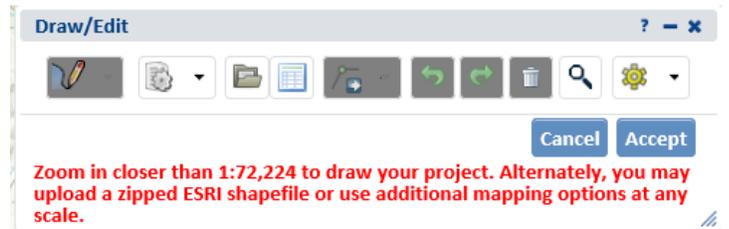
CREATE AN “Area of Interest” PROJECT AND REPORT

STEP 2: Use the left mouse button and click “Create Area of Interest Report” option.



TIPS:

- To draw an *Area of Interest*, the map must be zoomed-in closer than 1:72,224. If it is not, this message will be displayed.
- When zoomed to a scale that allows drawing of an *Area of Interest*, the message will no longer be displayed and the Draw/Edit box will appear as to the right, with the “Click to start drawing” box visible.



STEP 3: Go to the location where the Area of Interest is to be drawn. Hover the mouse cursor over the map in the area for which you are interested in creating an Area of Interest. The message “Click to start drawing” will appear.

STEP 4: Draw an Area of Interest.

Click the left mouse button to initiate the first way-point then, without pressing on the left mouse button, move the cursor to the next location and click the left mouse button again. A straight line will appear between the two way-points. Adjust the length of each line segment to trace the Area of Interest. Continue this process until the Area of Interest has been outlined.

STEP 5: Double-click the left mouse button to end drawing the polygon.

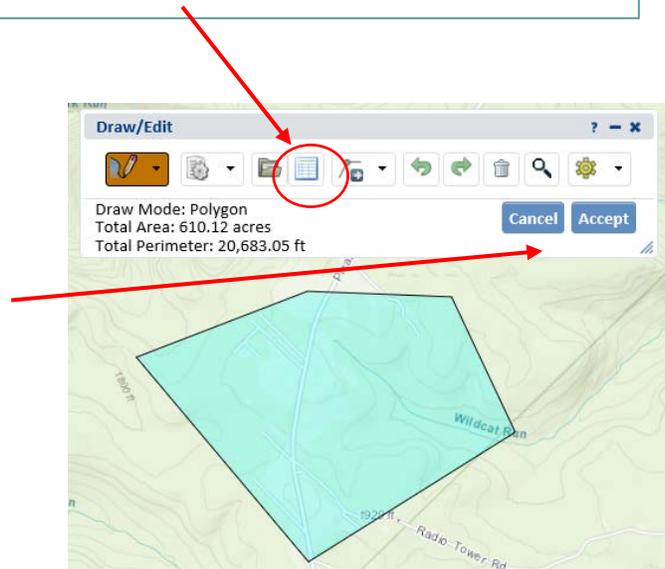
TIP:

- The Draw/Edit box will display the size of the *Area of Interest* and the total length of the perimeter.
- Prior to printing a complete Area of Interest Report, the list of SGCN in the Area of Interest can be displayed by clicking the “Preview SGCN Results” button.

STEP 6: If the polygon is acceptable, click “Accept”.

The project area will then be validated and you will be prompted to enter information about the project area (Step 7).

If you wish to redraw the polygon, click “Cancel” and repeat Steps 2-5 or click the trash can icon. 



STEP 7: Enter a Project Title.

Other required information is pre-populated from your account information. The Project Description and file attachments are for your reference. Though optional, they may be helpful when a large number of projects have been developed.

Fields marked with red asterisks are required fields.

Project Title *
Enter a descriptive and brief title for this project.

Project Description

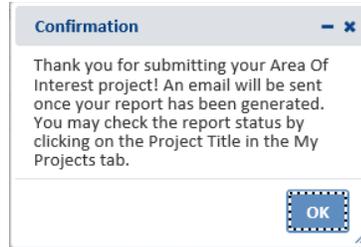
STEP 8: When ready, click “Submit”.

File attachments

Add a new file
Attach supporting documentation here. **Please note:** This is a two-step process: first Choose the File and then Upload it to attach to the project. Files added to the project are not permanent until you save or submit this page.

Files must be less than 10 MB each.
Allowed file types: doc jpeg jpeg gif png txt doc xls pdf ppt pps odt ods odp docx xlsx zip kmz kmz

A confirmation notice will then be displayed.



ACCESS AN "Area of Interest" REPORT

To access the report created above,

STEP 9: Click the "My Projects" tab.



As you develop projects they will be listed on this page and search features are available.

TIPS:

- If a project doesn't appear in the list, press the <F5> (refresh) key. Processing time depends upon the size and complexity of the Area of Interest and internet connectivity.
- The confirmation message also has a link to the report. Look in your Junk Mail if it does not appear in your main e-mail inbox.

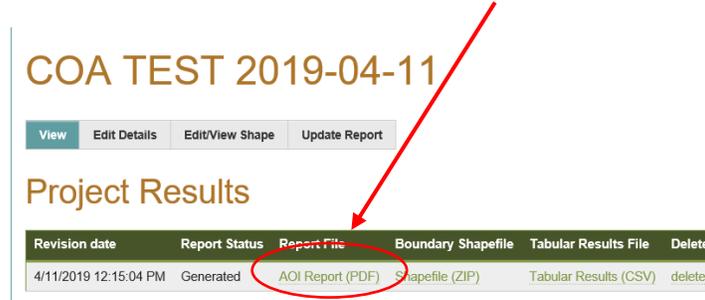
To view information about this Area of Interest project, in the list of projects...

STEP 10: Double-click the left mouse button on the project title.

<input type="checkbox"/>	Title	Date Submitted	Project Description
<input type="checkbox"/>	COA TEST 2019-04-11	2019-04-11 12:13 PM	

To view the *Area of Interest* report...

STEP 11: Double-click the left mouse button on the Report File (i.e., AOI Report).



TIPS: From the Project Results...

- For use elsewhere, a vector file of the drawn polygon (without attributes) can be downloaded using Shapefile (ZIP).
- Tabular results are available in a Comma Separated Values (CSV) file format which can be accessed with Microsoft® Excel.

STATEWIDE SEARCH

The Statewide Search feature is used to develop a list of Species of Greatest Conservation Need by watershed (HUC 8) or county. To get started....

STEP 1: Select the tab “Statewide Search”.



Initial criterion required for selection is the geographic source for the information (i.e., County, Watershed).

STEP 2: Select statewide search by County or Watershed (HUC 8) and click-on “Submit”.

Statewide Search

Statewide Searches for Species of Greatest Conserva

Select the type of statewide search to perform.

- By County
 By Watershed HUC8

Submit

Quick Guide to the Conservation Opportunity Area (COA) Tool

Version 2020-08-17

Searches can be made by selecting entries from one or more of the following lists.

- Taxonomic Group
- County
- Common Name
- Scientific Name
- Global Rank
- State Rank
- Primary Habitats (Macrogroup)
 - Forests
 - Grasslands, Marshes & Swamps
 - Streams & Lakes
 - Special Habitats

...or by typing either the:

- Common Name
- Scientific Name

Example (right): Search for Mountain Brook Lamprey.

Search **Reset**

Attribute Search

Taxonomic Group: Select All Bird Fish Frog Invertebrate - Bees Invertebrate - Beetles Invertebrate - Butterflies Invertebrate - Caddisflies Invertebrate - Cave Invertebrates Invertebrate - Craneflies	County: Select All ADAMS ALLEGHENY ARMSTRONG BEAVER BEDFORD BERKS BLAIR BRADFORD BUCKS
--	---

Enter all or part of a common or scientific name to retrieve a list of species containing those letters.

Common Name: **Scientific Name:**

For specific SGCN, ranks, or habitats, select from the lists below. Hold the Ctrl-key for multiple selections.

Common Name: Moss Chrysalis Snail Mottled Darner Mottled Duskywing Mountain Brook Lamprey Mountain Chorus Frog Mountain Earth Snake Mountain Madtom Moustached Clubtail Mudpuppy Mulberry Wing	Scientific Name: Select All Abagrotis brunneipennis Accipiter gentilis Accipiter striatus Acipenser brevirostrum Acipenser fulvescens Acipenser oxyrinchus Acris crepitans Acroneturia internata Acronicta dolli
---	---

Global Rank: G1 - Critically imperiled G2 - Imperiled G3 - Vulnerable G4 - Apparently secure G5 - Secure	State Rank: S1 - Critically imperiled S2 - Imperiled S3 - Vulnerable S4 - Apparently secure S5 - Secure
--	---

Primary Habitats (Macrogroups)

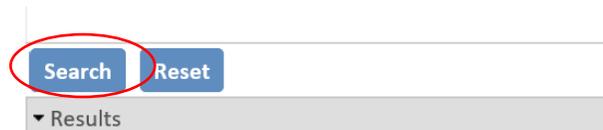
Outputs are derived from "known" and "likely" (i.e., modeled) species distributions, and species-habitat associations, identified in the 2015 Pennsylvania Wildlife Action Plan. Because of modeled data, a record in the resulting report is not confirmation that the selected habitat is found in the county or watershed.

Forests: Central Oak-Pine Northern Hardwood & Conifer Northeastern Upland Forest	Grasslands, Marshes & Swamps: Coastal Plain Swamp Northern Swamp Tidal Swamp Emergent Marsh Wet Meadow / Shrub Marsh
Streams & Lakes: Headwaters and Creeks Small Rivers Medium Rivers Large Rivers Large Tidal Rivers	Special Habitats: Agricultural Cliff and Talus Subterranean Urban/Suburban Built

Select Operand:
 AND OR

Search **Reset**

STEP 3: Make a selection then click “Search” above or below the search categories.



TIPS:

- Searches can be made on any of the criteria above.
- To clear the search, press “Reset”.
- To select multiple species, press and hold the <Control Key>.
- Global Rank definitions are found at: <http://explorer.natureserve.org/granks.htm>
- State ranks are similar to Global Ranks, but indicate the status of species in Pennsylvania.

The example search criterion (Mountain Brook Lamprey) yields the output below.

STEP 4: Save a search in Adobe® pdf or CSV format.

A screenshot of the search results interface. At the top, there are four buttons: 'Search', 'Reset', 'Print to PDF', and 'Export as CSV'. The 'Print to PDF' and 'Export as CSV' buttons are circled in red. Below the buttons is a dropdown menu labeled 'Results'. The main content area shows the search criteria and a table of results.

Your Criteria
Common Name: Mountain Brook Lamprey
Search Run: 5/20/2020 12:08:21 PM

County	Common Name	Scientific Name	Primary Habitat	Breeding (B) SGCN	Migratory (M) SGCN	Wintering (W) SGCN	Year-round SGCN	Global Rank	State Rank	Federal Status	State Status	Pennsylvania Biological Survey Status
Fish												
CLARION	Mountain Brook Lamprey	Ichthyomyzon greeleyi	Small Rivers				yes	G4	S4		PT	DL
CRAWFORD	Mountain Brook Lamprey	Ichthyomyzon greeleyi	Small Rivers				yes	G4	S4		PT	DL
ELK	Mountain Brook Lamprey	Ichthyomyzon greeleyi	Small Rivers				yes	G4	S4		PT	DL
ERIE	Mountain Brook Lamprey	Ichthyomyzon greeleyi	Small Rivers				yes	G4	S4		PT	DL

STEP 5: Clear the search criteria by clicking “Reset”.

Quick Guide to the Conservation Opportunity Area (COA) Tool

Version 2020-08-17

TIPS:

- Tabular results are available in a Comma Separated Values (CSV) file format which can be accessed with Microsoft® Excel.
- The “Print to PDF” function, produces a distribution map and list by county or watershed of the selected species.

A sample “Print to PDF” report for Mountain Brook Lamprey



Conservation Opportunity Area Tool

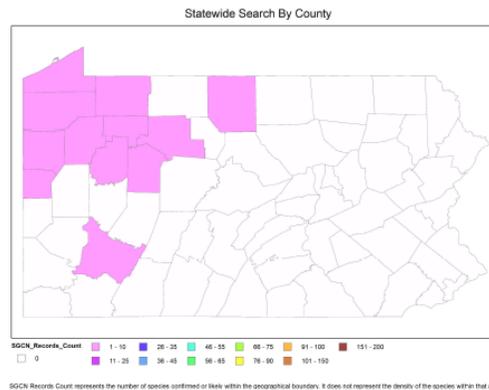


STATEWIDE SEARCH REPORT

Date: 5/20/2020 12:10:55 PM
Name: Statewide Search By County

Author: Diana Day

This report contains county- or watershed (HUC8)-scale information for user-selected Species of Greatest Conservation Need, compiled from the 2015 Pennsylvania Wildlife Action Plan database. For more information on global and state ranks, visit the [NatureServe](#) website.
Note: For local (< 5,500 acres) information, go to the Map page and use the Create Area of Interest Report feature.



Page 1 of 2



Conservation Opportunity Area Tool



SELECTED SPECIES OF GREATEST CONSERVATION NEED

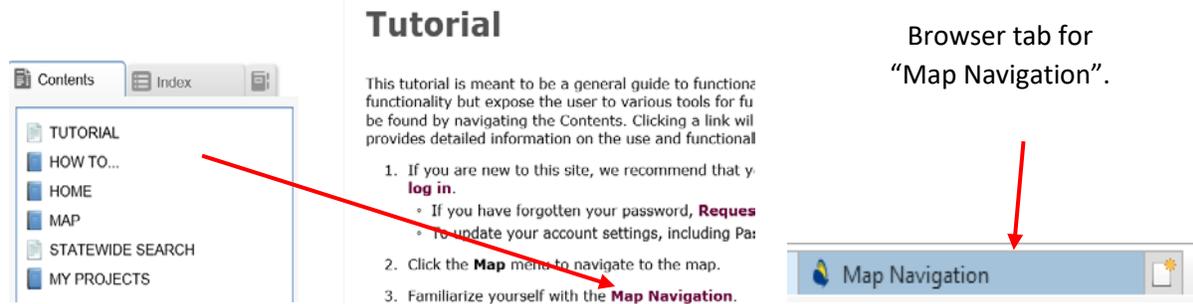
County	Common Name	Scientific Name	Primary Habitat	Season	Global Rank	State Rank	Federal Status	State Status	Pennsylvania Biological Survey Status
Fish									
CLARION	Mountain Brook Lamprey	Ichthyomyzon greeleyi	Small Rivers		G4	S4		PT	DL
CRAWFORD	Mountain Brook Lamprey	Ichthyomyzon greeleyi	Small Rivers		G4	S4		PT	DL
ELK	Mountain Brook Lamprey	Ichthyomyzon greeleyi	Small Rivers		G4	S4		PT	DL
ERIE	Mountain Brook Lamprey	Ichthyomyzon greeleyi	Small Rivers		G4	S4		PT	DL
FOREST	Mountain Brook Lamprey	Ichthyomyzon greeleyi	Small Rivers		G4	S4		PT	DL
JEFFERSON	Mountain Brook Lamprey	Ichthyomyzon greeleyi	Small Rivers		G4	S4		PT	DL
LAWRENCE	Mountain Brook Lamprey	Ichthyomyzon greeleyi	Small Rivers		G4	S4		PT	DL
MERCER	Mountain Brook Lamprey	Ichthyomyzon greeleyi	Small Rivers		G4	S4		PT	DL
POTTER	Mountain Brook Lamprey	Ichthyomyzon greeleyi	Small Rivers		G4	S4		PT	DL
VENANGO	Mountain Brook Lamprey	Ichthyomyzon greeleyi	Small Rivers		G4	S4		PT	DL
WARREN	Mountain Brook Lamprey	Ichthyomyzon greeleyi	Small Rivers		G4	S4		PT	DL
WESTMORELAND	Mountain Brook Lamprey	Ichthyomyzon greeleyi	Small Rivers		G4	S4		PT	DL

More COA Tool Features and Functions available in Help.



TIPS

- Going from the MAP tab (or other tab) to Help will result in a loss of user-input information in the MAP tab.
 - *Example:* In MAP, if an *Area of Interest* has been drawn but not submitted, switching to the HELP tab will require the *Area of Interest* to be redrawn.
- In HELP, clicking on hyperlinked text in Tutorial, will open a new browser tab at the top of the screen. <Click & hold> the left mouse button, on the new tab and drag to another part of the screen. This will allow the screen to be viewed for reference while working in another part of the tool.
 - *Example:* <Click> “Map Navigation” in Tutorial and a browser tab will appear at the top of the screen.



We're here to help!

Provide comments, questions, examples of use, or suggest enhancements using the “Feedback” option.



...or email the Fish & Boat Commission Conservation Coordinator (RA-FBSWAP@pa.gov) or Game Commission Conservation Planning Coordinator (PGCSWAP@pa.gov).