INSTRUCTION MANUAL FOR

NATIONAL SECURITY THREAT MAP

# USERS

In order to use the possibility of reporting public security threat on the map you should perform the following activities:

1. After typyig the web adress in the intenet browser, the user will be presented with the regulation containing rules (Regulamin) of this Internet service. In order to use the possibility of adding threatened areas to the map you shall familiarize with the rules and accept them by clicking the „zgadzam się" (accept) icon.
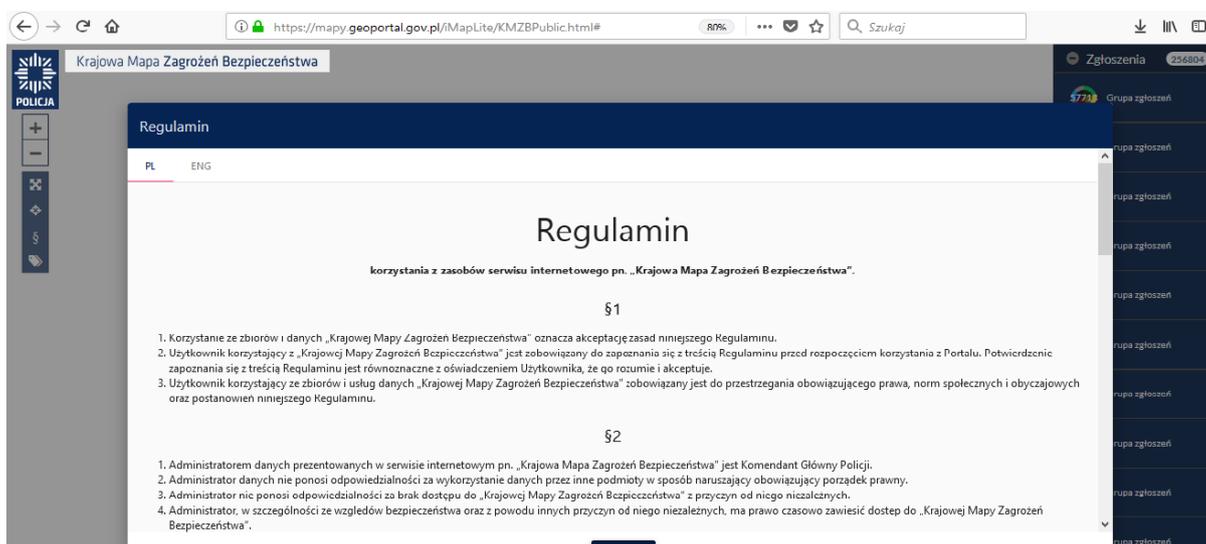
2. After accepting the regulation a window containing all the threats reported by the users of this service.
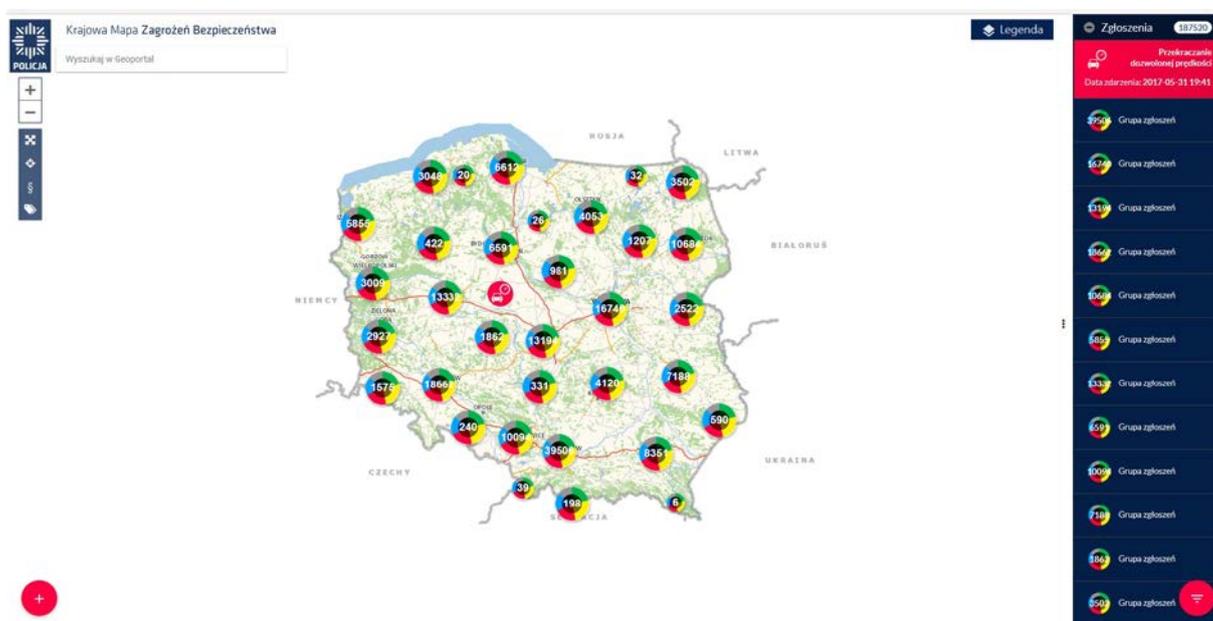
3. In order to find a location considered threatened by the reporting person you should zoom the area in interest by using the tools placed in the upper left corner of the map service.

Krajowa Mapa **Zagrożeń Bezpieczeństwa**

Wyszukaj w Geoportal

a. the „+/-" buttons zoom in and out the full scale of the map.

b. „Wyszukaj w Geoportal" (Find in Geoportal) enables the possibility of finding the location of our interest. You should place the mouse cursor on icon

Wyszukaj w Geoportal

and type the name of a locality and confirm this choice by pressing Enter and the map will zoom in an approproate scale to the area of our interest.
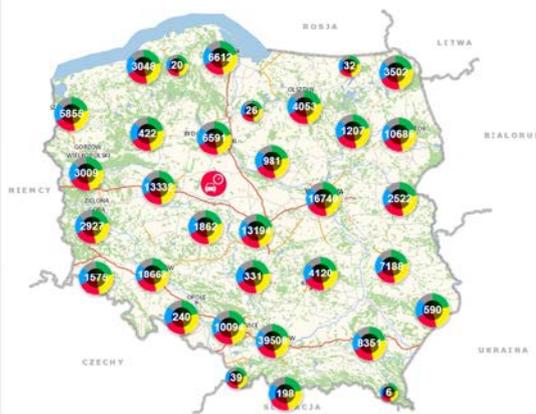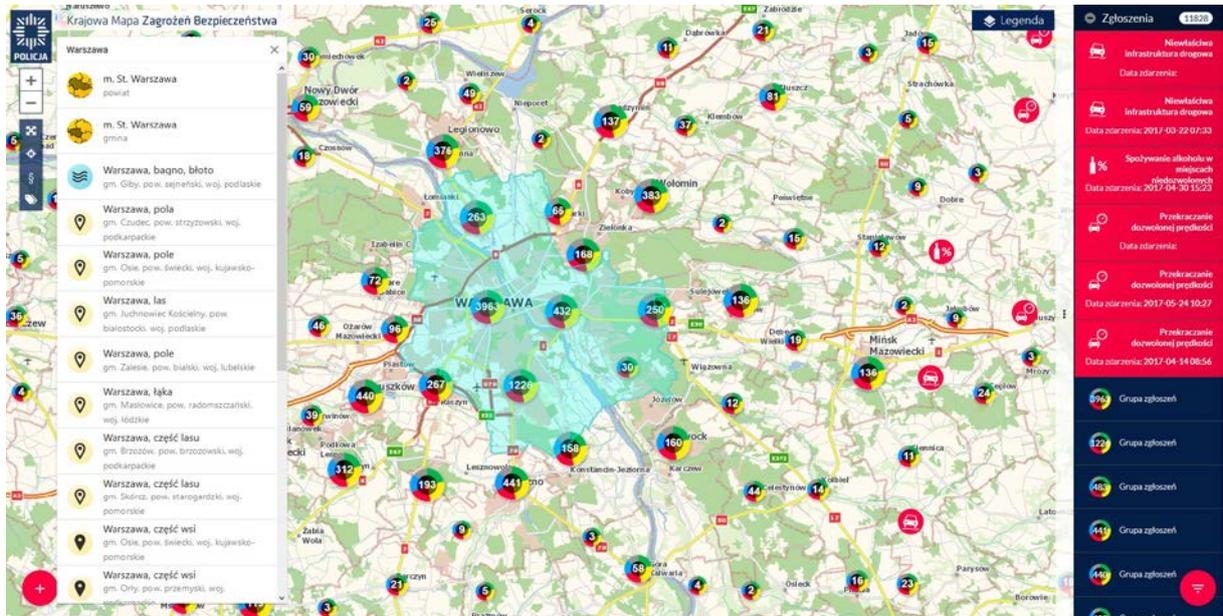
c. Clicking the ⛶ icon will return the full map view.

d. Clicking the ⬦ icon indicates the present location on the map of a reporting person.
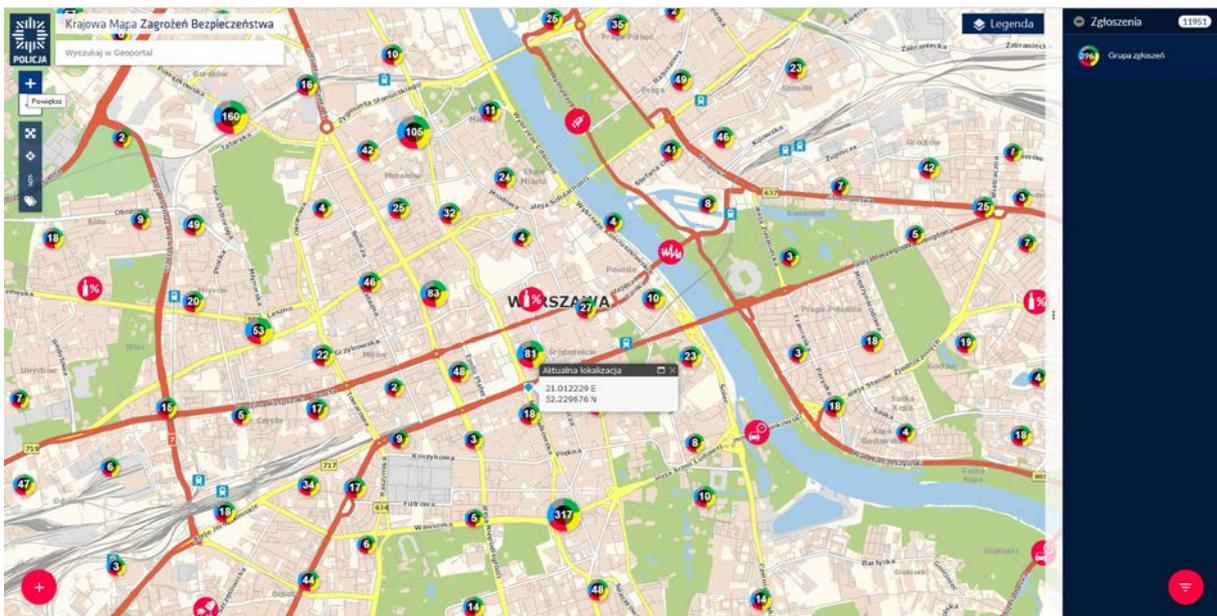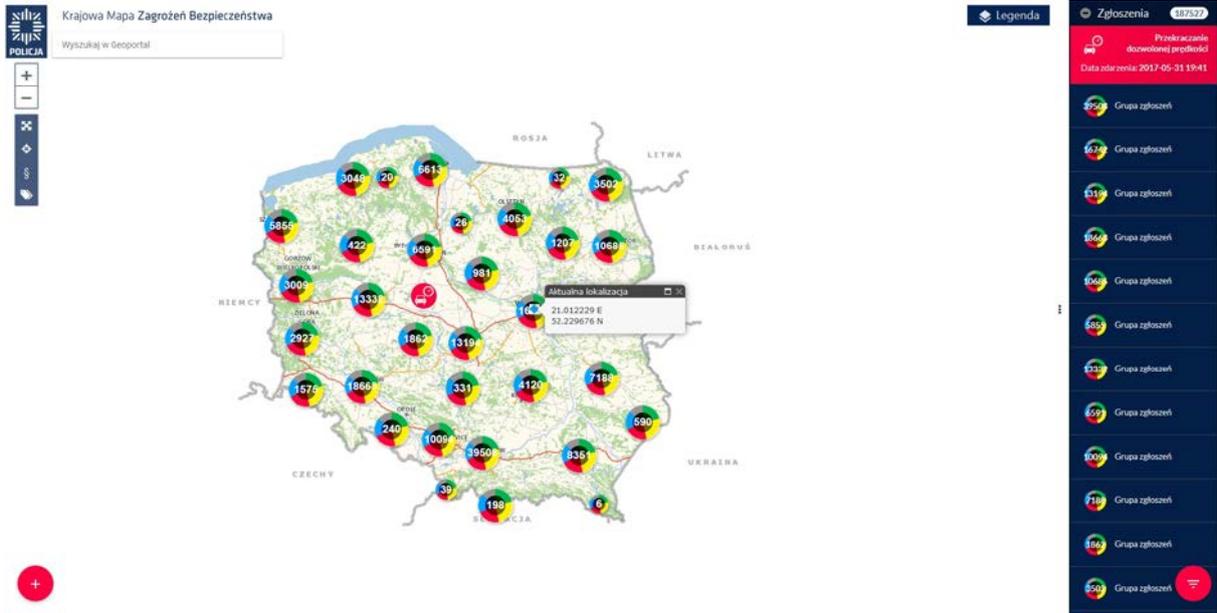
4. In order to add a report to the map, in the area chosen by the user, the following actions should be performed:
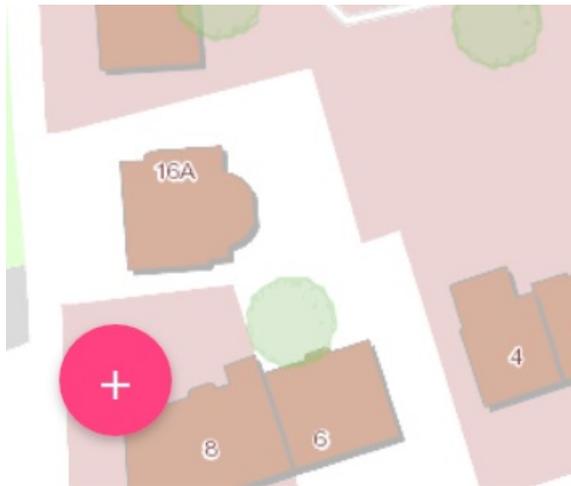
a. From the lower left part of the map you should chose the ⊕ icon and confirm this choice by a single left mouse button click.

b. a list of cathegories of reports (i.e. acts of vandalism, unauthorized waste dumps, overspeeding, drinking alcohol in prohibited areas etc.) will apear as in the pictire below:

c. You should chose the icon containing the report cathegory, point it with the mouse coursor and confirm it by a single mouse click.

d. The next action is locating the chosen cathegory on the map by pointing the mouse cursor on the proper location and a single mouse click.

e. A window for providing the details of the report will appear on the screen.
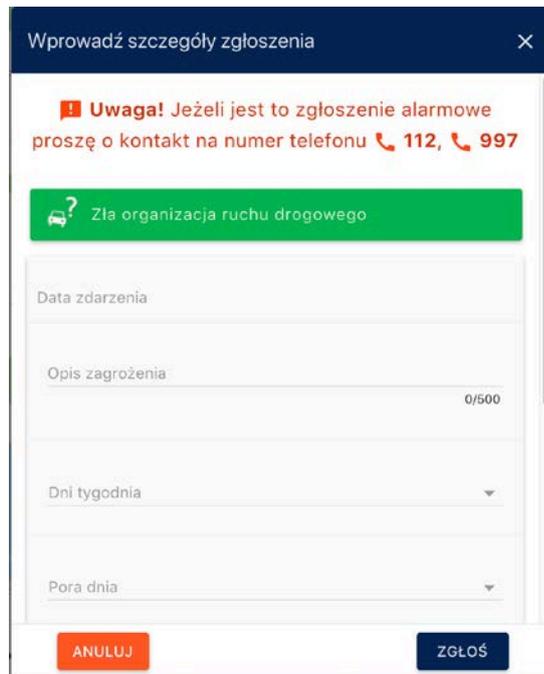
In this window you should choose the date of the incident by pointing the mouse cursor on the „data zdarzenia" (date of incident) and confirm it by a single mouse click.

A window containing the option of choosing date will appear, than you should chose the date by pointing it with the coursor and confirm it with a single left mouse button click. Than you should click on the „zapisz" (save) icon so the date window will be supplied with the chosen date and the hour when the report was registered.

g. In the following lines of the window you can supply your report with information about the description of the threat, the day (or days) of the week and time of the day when it appears and to add a photograph or a document.

h. Than you should click the „ZGŁOŚ" (report) icon.

i. An information about accepting the report by the system will appear and the indicated incident will appear on the map as an icon in the area chosen by the user.
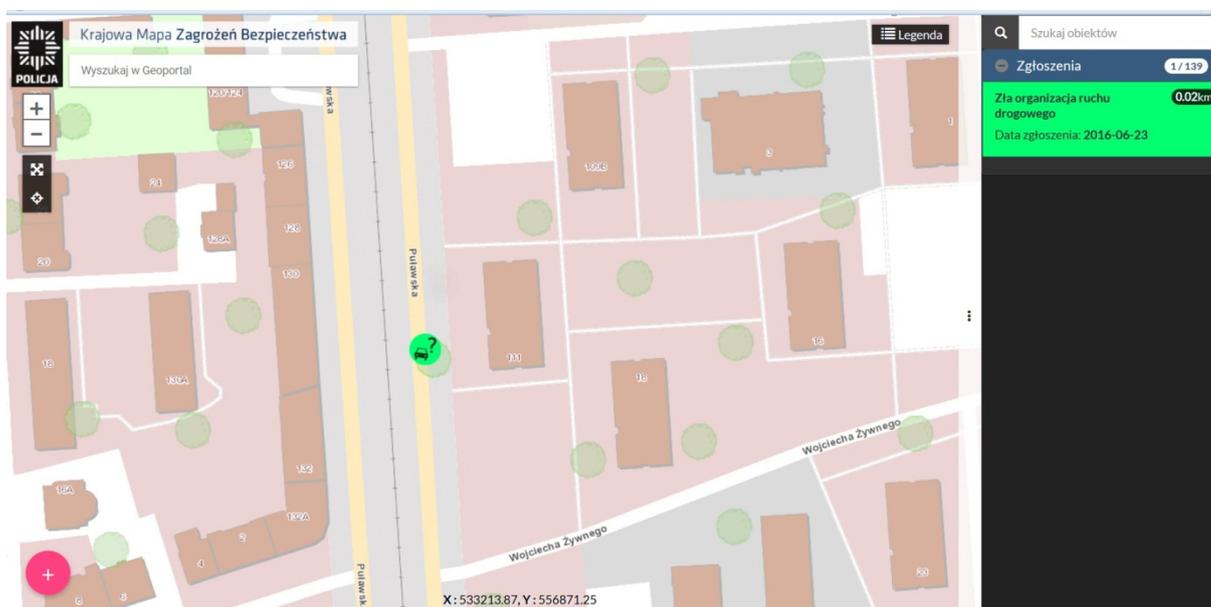
Note! After you add the report it cannot be modified or removed

4. In order to browse reports you should use the report filter located in the lower right corner of the map service page.
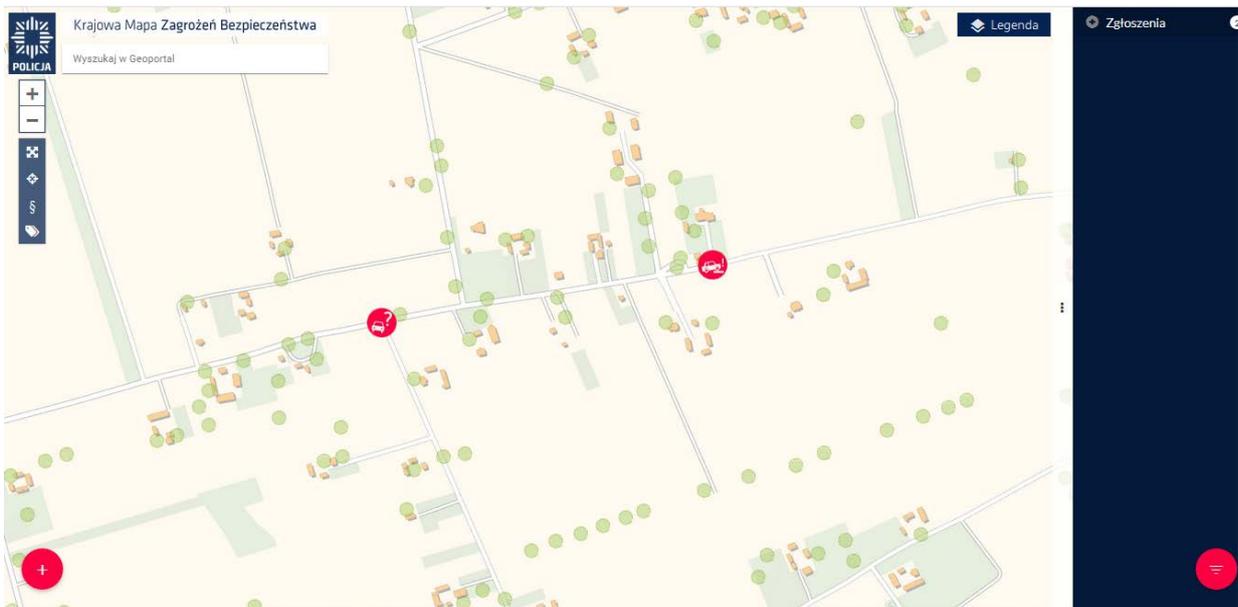
Browsing is possible on the basis of provided parameters: Status, Cathegory, Date and Date till
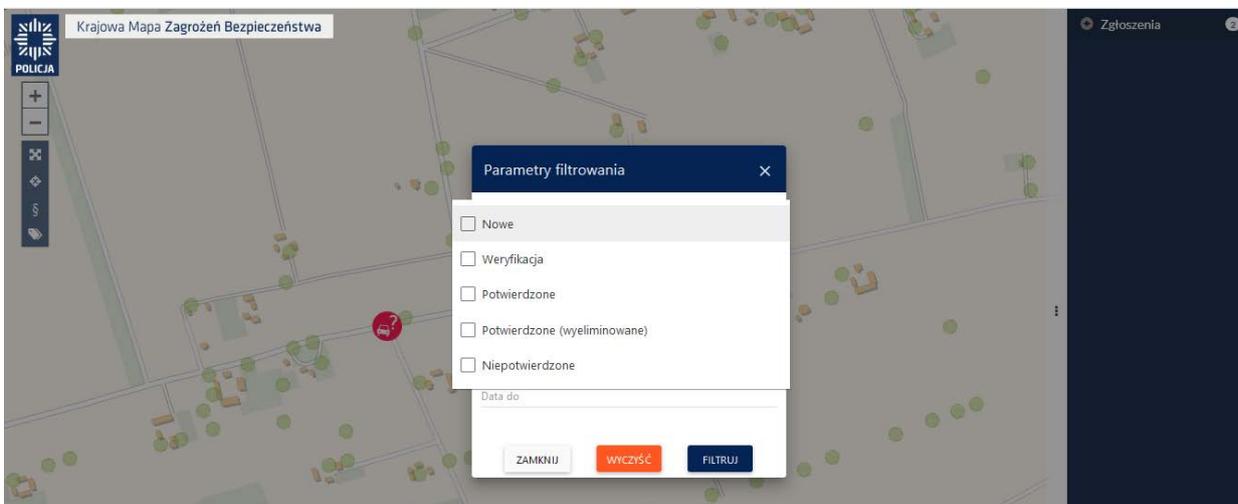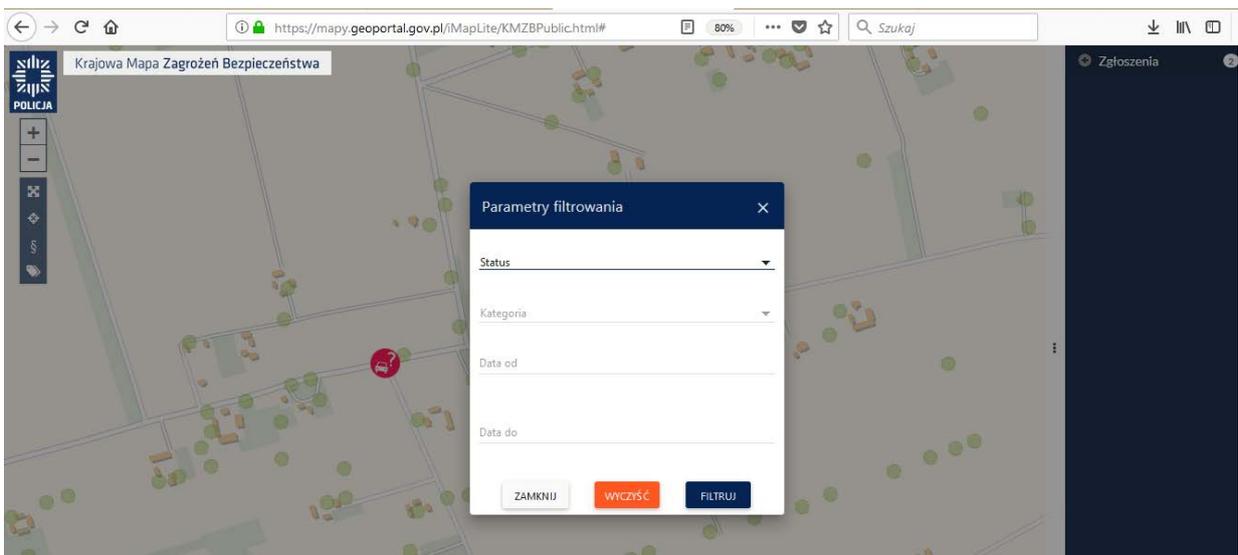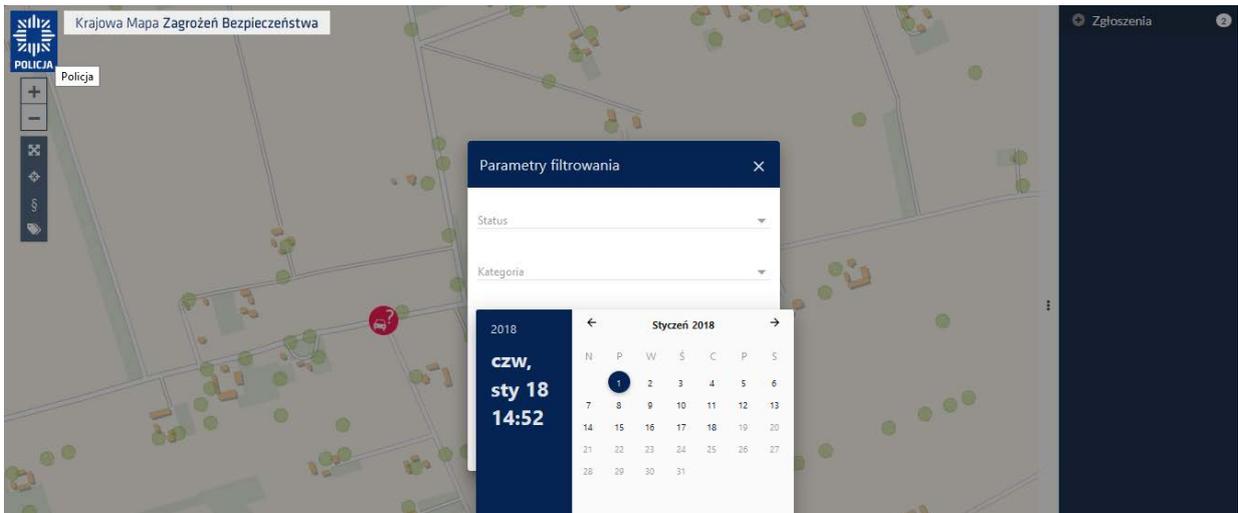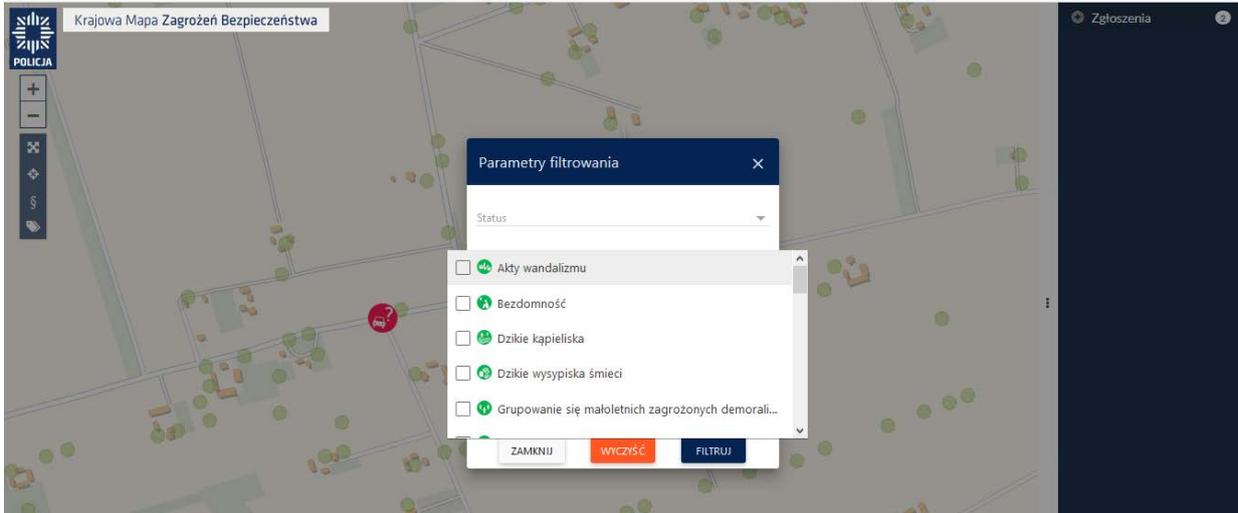
a. The list of reports displays reports depending on the scale of the map. The number of visible reports depends on the scale of the map window displayed on the computer screen. By scrolling the map or zomming it in or out the list of reports will change rapidly.

5. In order to obtain information about a report in our interest you should perform the following actions:

 a. choose the report icon within interest, point it with the cursor and click the left mouse button once – a window containing details of the report will appear,

b. you can close the window by pointing the cursor to the upper right corner of the window on to a „x" symbol and clicking the left mouse button once.

6. Map legend:
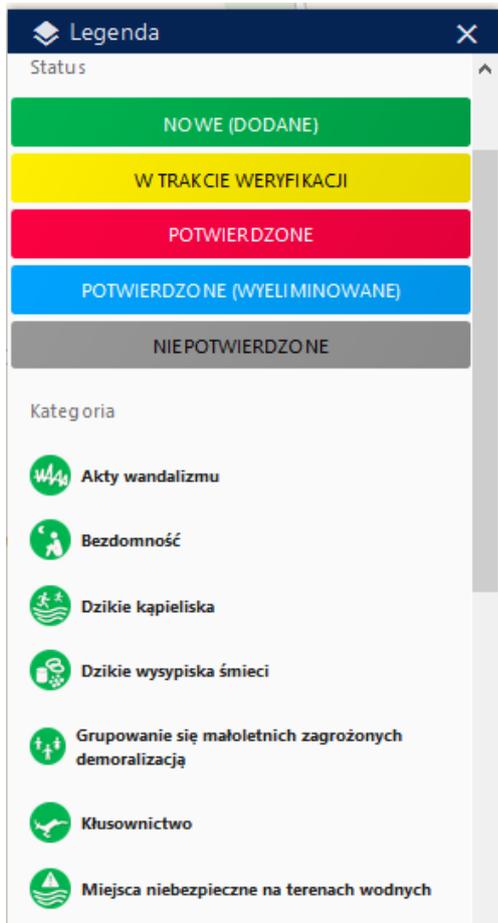
The colours of the graphical symbols on the map indicate the actual status of the threat.

Green means that the threat has just been indicated on the map by the user and the Police has not aquainted with it yet.

Within 2 days (if only this threat will not become recognized as a hoax or mistake) the collor will change to yellow wich means that the Police became aquainted with this threat and has taken up actions aiming at its verification – wether this threat does really apear in a given area. The verification process takes 5 days. In particulary justified cases this process may be longer.

In case the threat does not get confirmed, the color will become grey. It will be visible on the map for seven more days after wich it will be removed from the Map.

In case the reported threat gets confirmed, the graphical symbol becomes red and it remains so till the moment the threat becomes eliminated. Than the colour changes to blue. In this condition it will be visible on the Map for 30 more days after wich it will be removed.

a. In the Map legend you can change the base map (Mapy podkładowe) i.e. to MapaOrto by a single left mouse button click on a dada set within our interest.
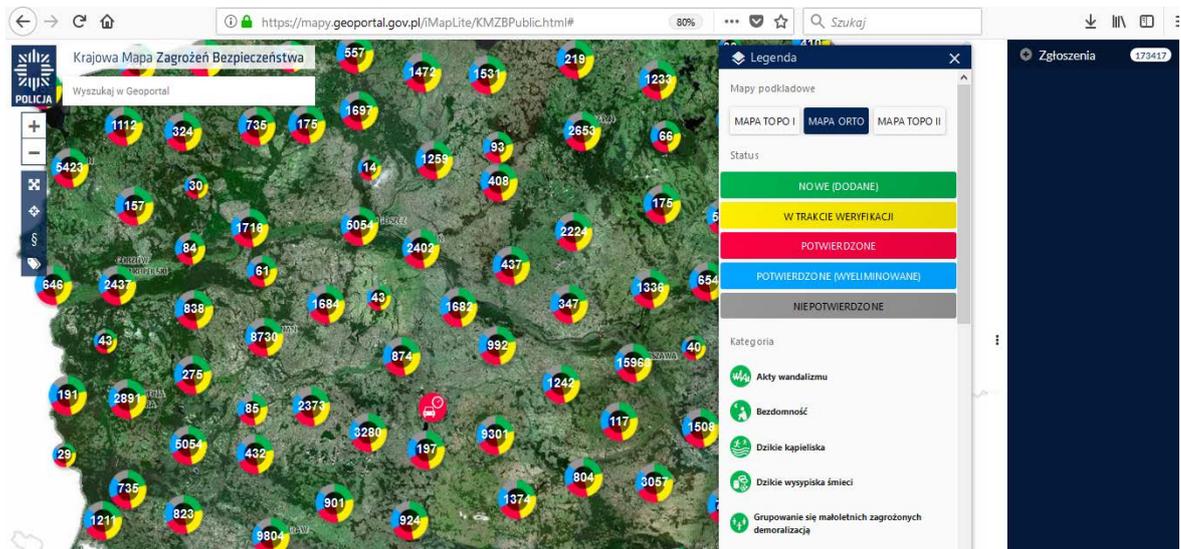
b. In the „Warstwy" (layers) section you can find icons of reports present on the map.

7. On the left side you can fina a button that enables making bookmarks presenting the actual view of the map. This functionality enables a fast presentation of the area of the map within our interest.
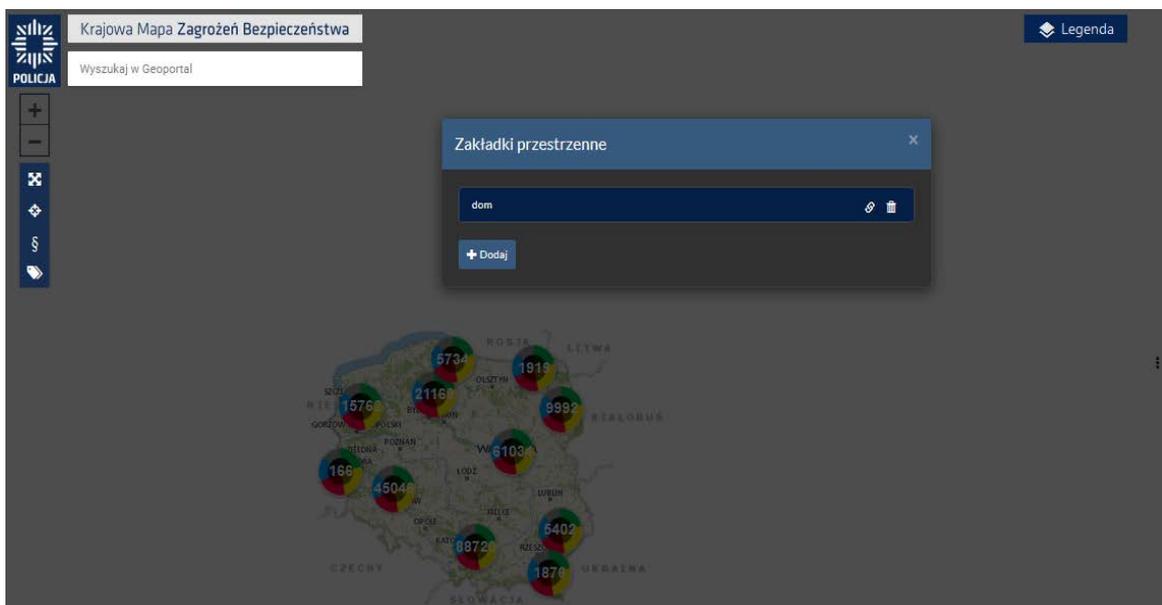
Adding a threat to the National Security Threat Map reqires no registration and is free of charge. Nevertheless, you should remember, that deliberate, malicious adding of false threats may result in legal consenquences.

For this reason, we request to use this application responsibly, and that it is also avilable, free of charge, for mobile devices.