

Design Imagery Data:

Note: While the actual imagery and orthoimagery data required by your project (per AC 150/5300-17) is being sent to NGS and FAA by non-electronic methods (FedEx, DHL, other shipper), you **must** provide the shipping information and tracking number in the **Comments** box so the team knows how and when imagery and orthoimagery were shipped.

1. Login as Consultant assigned to the project to select the project from My Survey Projects. Project summary will be displayed. Click on Design Imagery Data workflow step.

The screenshot displays the 'Airports-GIS' web application interface. The top navigation bar includes 'Portal Home', 'Projects', and 'Airport View'. The user is logged in as 'Account (Demo Consultant Cleveland)'. The left sidebar shows a project navigation menu with steps like 'Project Summary', 'Design Statement Of Work', 'Design Imagery Plan', 'Design Survey & Quality Control Plan', 'Design Imagery Data', 'Design Survey', 'Design Verification', 'As-Built Statement Of Work', 'As-Built Imagery Plan', 'As-Built Survey & Quality Control Plan', 'As-Built Imagery Data', 'As-Built Survey', 'Final Report', 'Survey Comparison', 'As-Built Verification', and 'Operational'. The main content area is titled 'In-Progress GRR-213401 : Design Imagery Data'. It features a 'Pending Action: Design Imagery Data Submission' section with a question 'When was imagery collected?' and two radio button options: 'This is New Imagery' and 'Imagery was collected within the last three years.' Below this is a 'Design Imagery Data File Upload' section with an 'Add New Document' button. The 'Submit Design Imagery Data' section contains a light blue instruction box: 'Please send disks containing imagery data to the following address, and enter the shipping method and tracking numbers in the comment section below.' To the right of this box is a text box containing the address: 'AIRPORT SURVEYING-GIS PROGRAM MGR. FAA AIRPORT ENG. DIV. (AAS-100) SUITE 621 800 INDEPENDENCE AVENUE WASHINGTON, DC 20591'. At the bottom of the form is a large text input field and a 'Submit for Approval' button.

2. Consultant can specify if the design imagery is new or if the imagery was collected within last 3 years by selecting one of the option. Consultant can upload a file (optional) by clicking Add New Document and Select File to upload. Comments are required to submit Design Imagery Data for approval. Tracking number and shipping method can be entered.

The screenshot shows the 'Airports-GIS' web application interface. The top navigation bar includes 'Portal Home', 'Projects', and 'Airport View'. The user is logged in as 'Demo Consultant Cleveland'. The main content area is titled 'In-Progress GRR-213401 : Design Imagery Data'. A sidebar on the left lists project stages, with 'Design Imagery Data' selected. The main form contains the following sections:

- Pending Action:** Design Imagery Data Submission
- When was imagery collected?**
 - This is New Imagery
 - Imagery was collected within the last three years.
- Design Imagery Data File Upload**
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- Submit Design Imagery Data**
 - Please send disks containing imagery data to the following address, and enter the shipping method and tracking numbers in the comment section below.

AIRPORT SURVEYING-GIS PROGRAM MGR.
FAA AIRPORT ENG. DIV. (AAS-100)
SUITE 621
800 INDEPENDENCE AVENUE
WASHINGTON, DC 20591
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3. Click on Submit for Approval. Design Imagery data information will be submitted to NGS.

The screenshot displays the 'Airports-GIS' web application interface. The top navigation bar includes 'Portal Home', 'Projects', and 'Airport View'. The user is logged in as 'Demo Consultant Cleveland'. The main content area shows the project 'GRR-213401 : Design Imagery Data' in an 'In-Progress' state. A 'Pending Action: Design Imagery Data Approval' is visible. A recent activity log entry shows 'Uploaded Design Imagery Data' with a comment: 'ABC12345678 Shipped via UPS' and a note that 'Imagery was collected within the last three years.' The left sidebar contains a navigation menu with items like 'Project Summary', 'Design Statement Of Work', 'Design Imagery Plan', 'Design Survey & Quality Control Plan', 'Design Imagery Data', and 'Design Survey'.

NGS to approve the Design Imagery Data:

1. Login as NGS to approve the Design Imagery data that is submitted. Select the project from My Survey Projects. Project summary will be displayed. Click on Design Imagery Data workflow step.

The screenshot displays the 'Airports-GIS' web application interface. The top navigation bar includes 'Portal Home', 'Projects', and 'Airport View'. The left sidebar lists various project stages, with 'Design Imagery Data' selected. The main content area shows the 'In-Progress' status for 'GRR-213401 : Design Imagery Data'. A 'Pending Action: Design Imagery Data Approval' is indicated. A notification states 'Uploaded Design Imagery Data (Demo Consultant Cleveland - Today 9:22 PM)' with a comment: 'ABC12345678 Shipped via UPS. Imagery was collected within the last three years.' Below this, there is a section for 'Design Imagery Data Approval File Upload' with an 'Add New Document' button. The 'Approve Design Imagery Data' section contains a message: 'A comment is required to select "Do Not Approve"', a text input field, and two buttons: 'Approve' and 'Do Not Approve'.

2. NGS can approve or not approve the imagery submitted.

Note: If NGS not approved the Design Imagery data submitted, consultant will be able to send another imagery data and enter the shipping method and tracking number for approval.

The screenshot displays the 'Airports-GIS' web application interface. The top navigation bar includes 'Portal Home', 'Projects', and 'Airport View'. The left sidebar lists project stages, with 'Design Imagery Data' selected. The main content area shows the 'In-Progress' status for 'GRR-213401 : Design Imagery Data'. A 'Pending Action: Design Imagery Data Approval' is indicated. A notification states 'Uploaded Design Imagery Data (Demo Consultant Cleveland - Today 9:22 PM)' with a comment: 'ABC12345678 Shipped via UPS. Imagery was collected within the last three years.' Below this, there is a section for 'Design Imagery Data Approval File Upload' with an 'Add New Document' button. The 'Approve Design Imagery Data' section contains a message: 'A comment is required to select "Do Not Approve"'. A text input field contains the text 'approved the imagery data submitted for review'. At the bottom, there are two buttons: 'Approve' and 'Do Not Approve'.

3. Click on Approve. Design Imagery Data is approved and the workflow step has green checkmark. This completes the approval of Design Imagery data.

The screenshot displays the 'Airports-GIS' web application interface. The top navigation bar includes 'Portal Home', 'Projects', and 'Airport View'. The left sidebar lists project steps: 'Project Summary', 'Design Statement Of Work', 'Design Imagery Plan', 'Design Survey & Quality Control Plan', 'Design Imagery Data' (highlighted with a green checkmark), 'Design Survey', 'Design Verification', and 'As-Built Statement Of Work'. The main content area shows the 'In-Progress' status for 'GRR-213401 : Design Imagery Data'. A 'Project Options' button is visible in the top right. The workflow history includes: 'Approved by Demo NGS Verifier - Today 9:29 PM', 'Uploaded Design Imagery Data (Demo Consultant Cleveland - Today 9:22 PM)' with a comment 'ABC12345678 Shipped via UPS' and 'Imagery was collected within the last three years.', and 'Approved Design Imagery Data (Demo NGS Verifier - Today 9:29 PM)' with a comment 'approved the imagery data submitted for review'.