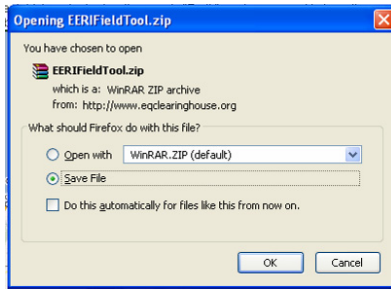


EERI Field Tool Instructions

1. Download the **EERIFieldTool.zip** file and save to your desktop.

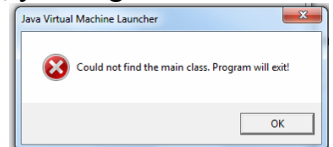


2. Extract the whole folder inside using WinZip or another extracting program

3. In this extracted folder, open the *EERIFieldTool.jar* file.

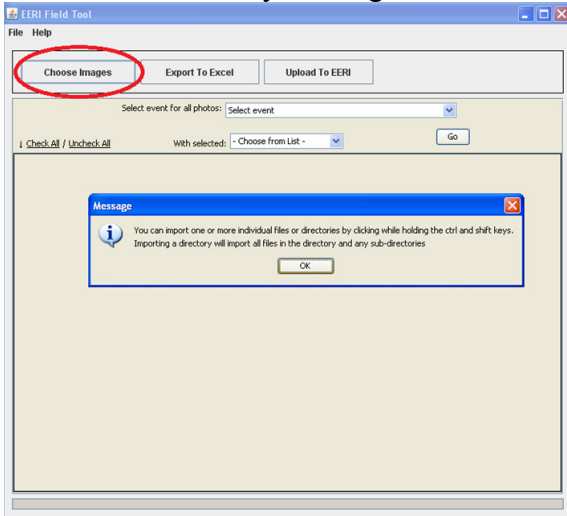
- a. NOTE: If you are unable to open this file (such as the following error), you might not have Java ® installed. Please download it from

<http://javadl.sun.com/webapps/download/AutoDL?BundleId=41723>

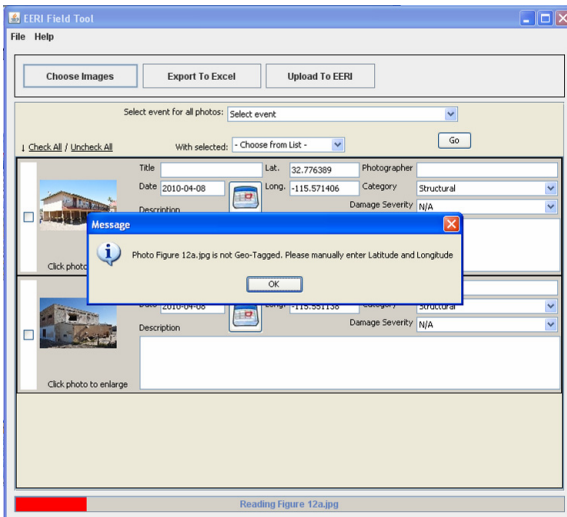


Error opening the file

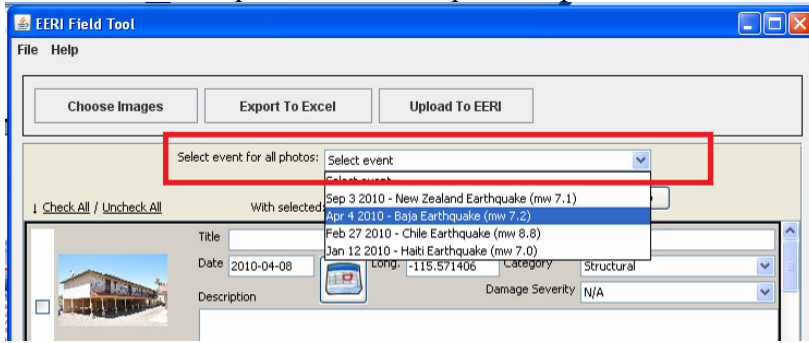
4. Click on “Choose Images” to begin. The program will remind you that you can import many files or directories at once by holding the *Ctrl* and *Shift* keys.



5. After choosing your pictures, they will be imported to the program. If any of them is not geo-tagged, you will be requested to add latitude/longitude information later.



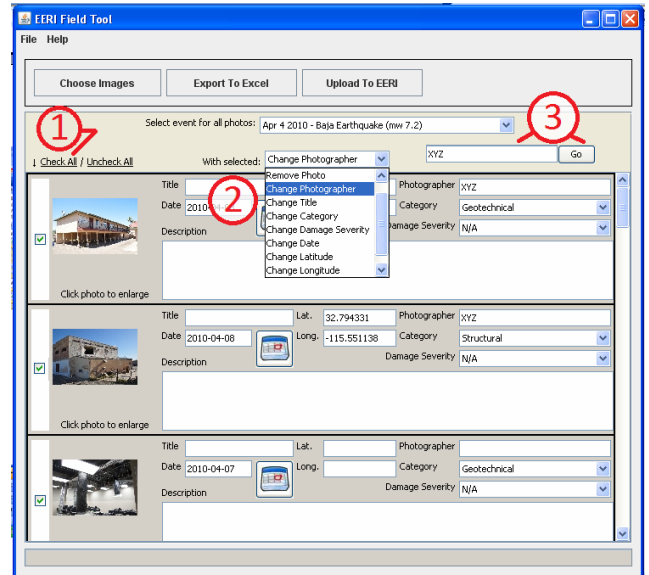
6. Select what earthquake event the uploaded pictures will be sent to.



7. Complete the information for all the pictures!

EXAMPLES FOR SPEED

a. If you want to include the same photographer for all pictures, click on *Check all*, then on *With Selected* choose “Change Photographer” and include the photographer’s name on the space.



b. If you want to use a category (Structural, Geotechnical, etc) for only some but not all pictures, then click on the checkmark box where changes will be applied, then on *With Selected* choose “Change Category” and pick the desired category.

