

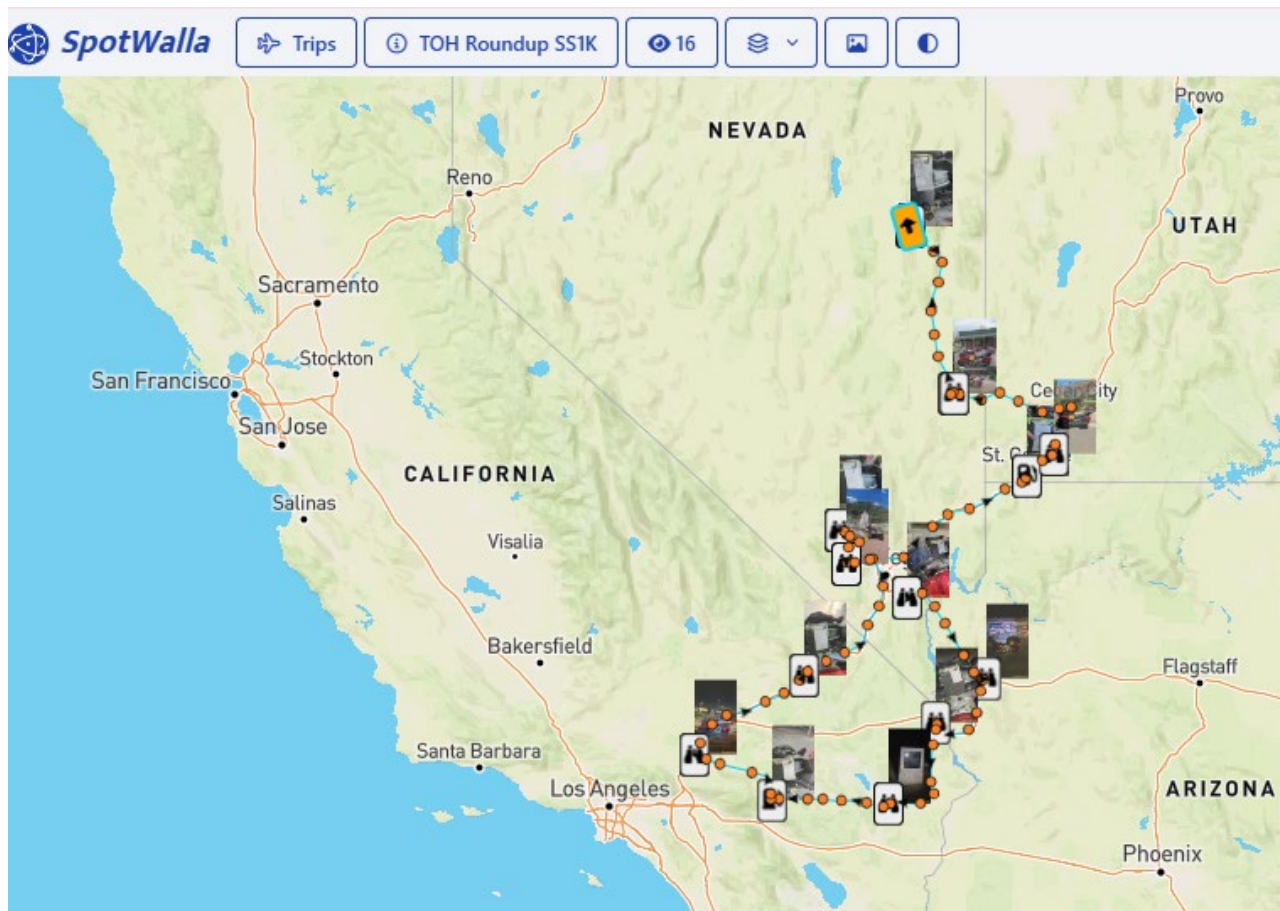
Electronic Ride Journaling BASICS using SpotWalla - Including Details for SCMA Rides

In order to provide an option for paperless ride verification, the SCMA has chosen to employ the SpotWalla personal location management system. SpotWalla is widely used within the Long-distance riding community and provides the capability to capture both date/time/position data and the required selfie image to conclusively document visits to required checkpoints during the course of completing an SCMA ride.

SpotWalla receives periodic **messages** from a device in the rider's possession; those messages can also contain images depending on the type of **device** being used. The rider can create a **trip** from a collection of messages by specifying a start and end date and time; the trip is then displayed as a series of points on a graphical map interface. Small icons identify the type of message that was sent and provide a micro-thumbnail of any associated images. The map will zoom to address-level detail and each message can be clicked to show the precise date/time/position data. Once a trip has been created, a web address link (URL) for that trip is available within SpotWalla which can be shared with friends, family and of course the SCMA Ride Chair. As long as the necessary images (receipts, selfies, etc.) have been embedded in the trip, sharing this URL eliminates the need to send them separately via email or postal mail.

SpotWalla will be piloted on selected SCMA rides in 2025 and evaluated for suitability as a paperless option for other SCMA rides in future seasons. **STEPS TO START.**

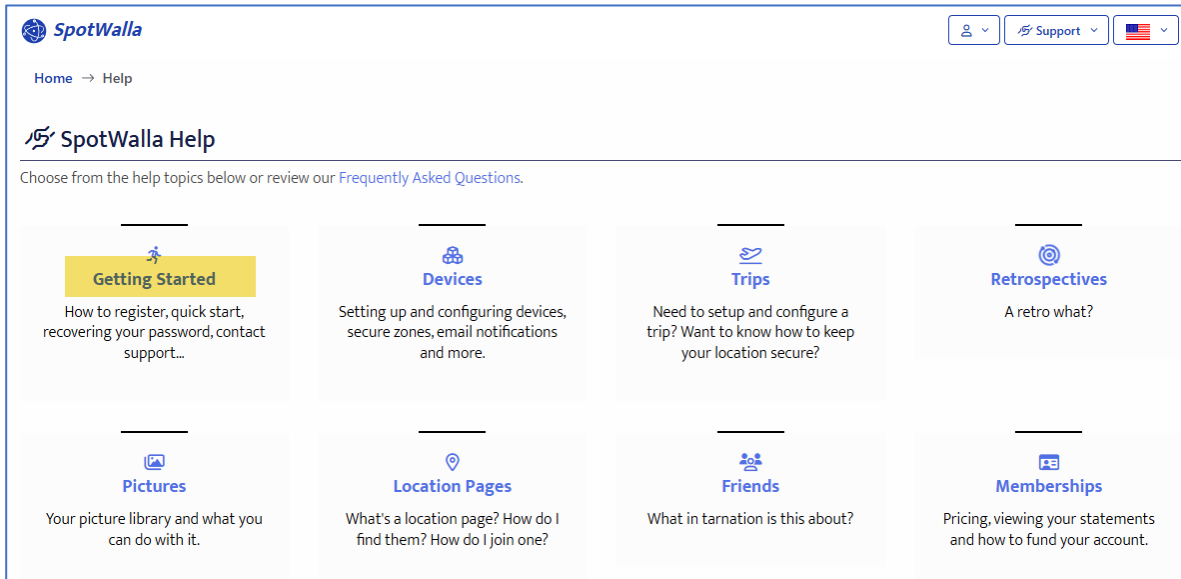
SpotWalla Account, Pick a Device, Setup a Trip, Share Trip Web Address, Record Trip, Submit Trip



Sample End Result TRIP (above). Each dot on the map represents a message sent to your private SpotWalla account. Messages are generated at periodic intervals by the device provided the location has changed from that of the previous message. The map of the trip can be zoomed to show more map detail or more images associated with particular location on the map.

Create a SpotWalla Account

If you're new to SpotWalla, you'll need to establish a SpotWalla account and link it to a device of your choosing. To get started, visit <https://spotwalla.com/help> and click on **Getting Started**. Follow the steps in the dialog to create your new SpotWalla account.

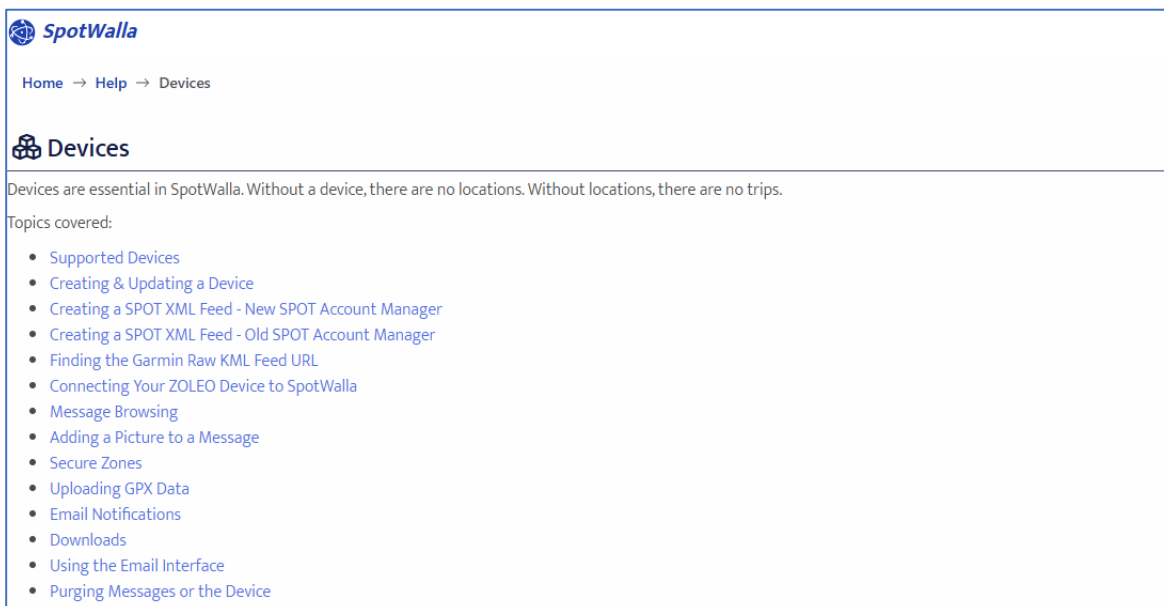


The screenshot shows the SpotWalla Help page. At the top, there is a navigation bar with the SpotWalla logo, a user profile icon, a 'Support' button, and a language selector (USA). Below the navigation bar, the breadcrumb 'Home → Help' is visible. The main heading is 'SpotWalla Help'. A sub-heading reads 'Choose from the help topics below or review our [Frequently Asked Questions](#).' The page features eight help topic cards arranged in a 2x4 grid:

- Getting Started** (highlighted in yellow): How to register, quick start, recovering your password, contact support...
- Devices**: Setting up and configuring devices, secure zones, email notifications and more.
- Trips**: Need to setup and configure a trip? Want to know how to keep your location secure?
- Retrospectives**: A retro what?
- Pictures**: Your picture library and what you can do with it.
- Location Pages**: What's a location page? How do I find them? How do I join one?
- Friends**: What in tarnation is this about?
- Memberships**: Pricing, viewing your statements and how to fund your account.

Pick a Device – Set It Up and Test It

Once your account is activated, you will need to need to identify a device to generate the messages that will be sent to SpotWalla. SpotWalla can receive messages from **Android and iPhone iOS cell phones** via an installed App in addition to any of the popular satellite personal tracking devices like SPOT, InReach and Zoleo. For purposes of documenting an SCMA ride, an Android or iPhone is the best choice due to the minimal cost and the capability to embed images in the messages as they are created. If you're already set up to use your satellite tracker with SpotWalla, that will also work but will necessitate additional effort to add images to your SpotWalla trip. SpotWalla does support using multiple devices with one account, so it IS possible to use both a satellite tracker and cell phone to build your trip if desired. Once you've chosen your device(s), use the **Supported Devices link** <https://new.spotwalla.com/help/devices#supported> to established communication between your device and SpotWalla.

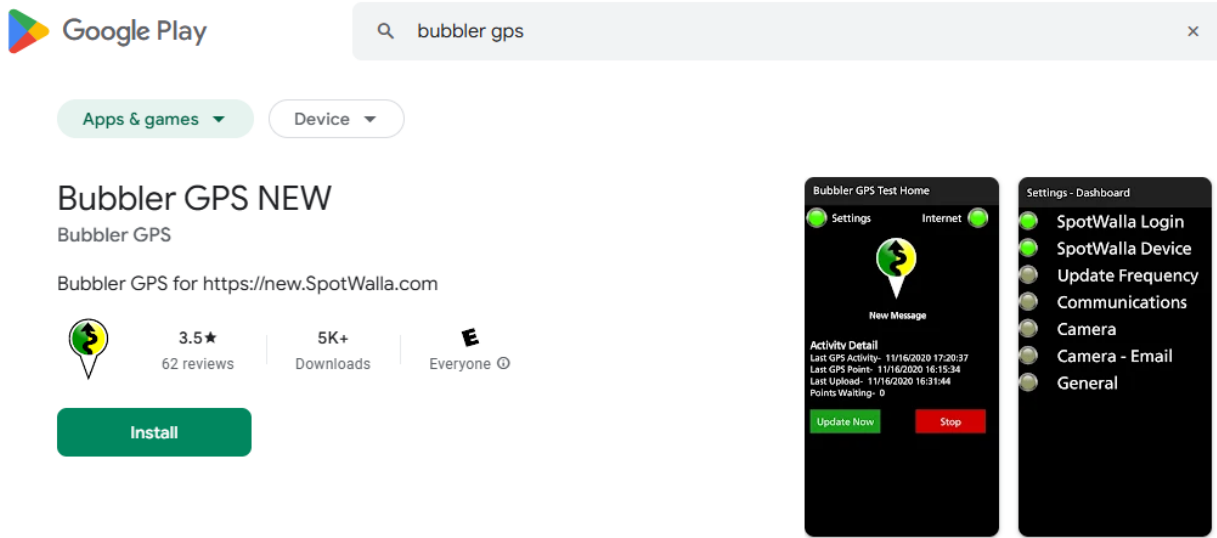


The screenshot shows the SpotWalla Help page for 'Devices'. The breadcrumb is 'Home → Help → Devices'. The heading is 'Devices'. A sub-heading reads 'Devices are essential in SpotWalla. Without a device, there are no locations. Without locations, there are no trips.' Below this, it says 'Topics covered:' followed by a list of links:

- [Supported Devices](#)
- [Creating & Updating a Device](#)
- [Creating a SPOT XML Feed - New SPOT Account Manager](#)
- [Creating a SPOT XML Feed - Old SPOT Account Manager](#)
- [Finding the Garmin Raw KML Feed URL](#)
- [Connecting Your ZOLEO Device to SpotWalla](#)
- [Message Browsing](#)
- [Adding a Picture to a Message](#)
- [Secure Zones](#)
- [Uploading GPX Data](#)
- [Email Notifications](#)
- [Downloads](#)
- [Using the Email Interface](#)
- [Purging Messages or the Device](#)

If you will use your cell phone, you'll want to review the app documentation using the links from SpotWalla, then load the app to your phone.

For Android phones, download Bubbler GPS NEW from the Google Play store.



For iOS, download SWTracker from the iPhone App Store

App Store Preview



Once the app has been loaded to your phone, configure and test it according to the instructions from the app website. Once you can see a message in the Devices tab of the **SpotWalla Dashboard** you will know that communication has been established.

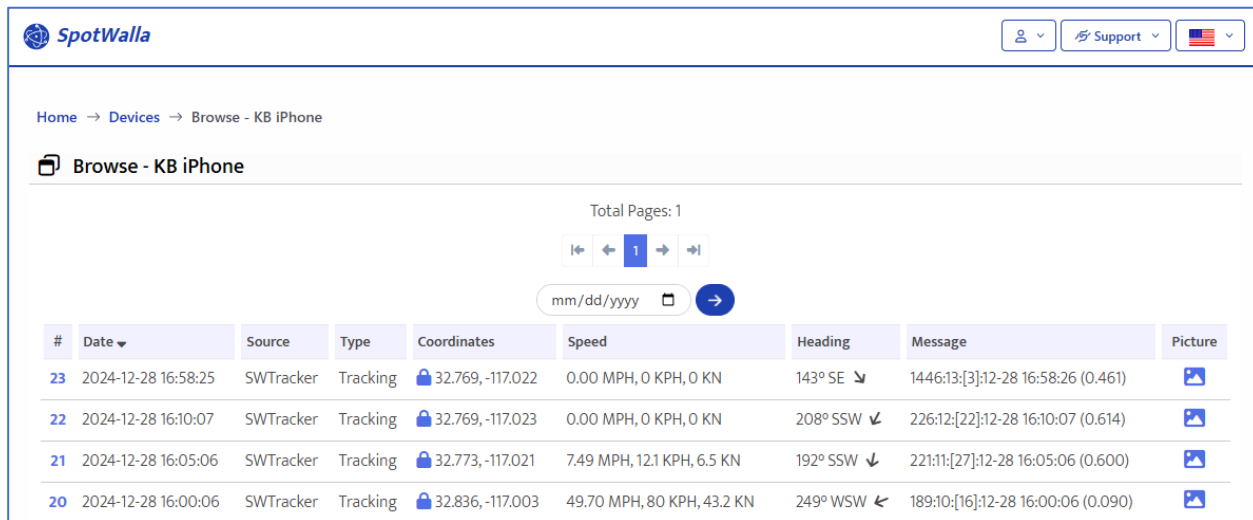
Devices		
Description	Messages	Last Message
DW S23 Bubbler	5275	2024-11-22 21:44:30

Test the Device by Adding a Picture and Sending a Message

This is a good time to experiment with taking a picture and adding it to a message via the app. Remember to send the message after adding the image; the act of taking the picture does NOT generate a new message. At this point you're good to go in terms of documenting an SCMA ride using SpotWalla, but you might want to practice a bit on a local ride or two to fine-tune your settings.

Fast forward...you've completed your ride and SpotWalla now contains a series of messages that document your location at particular points in time.

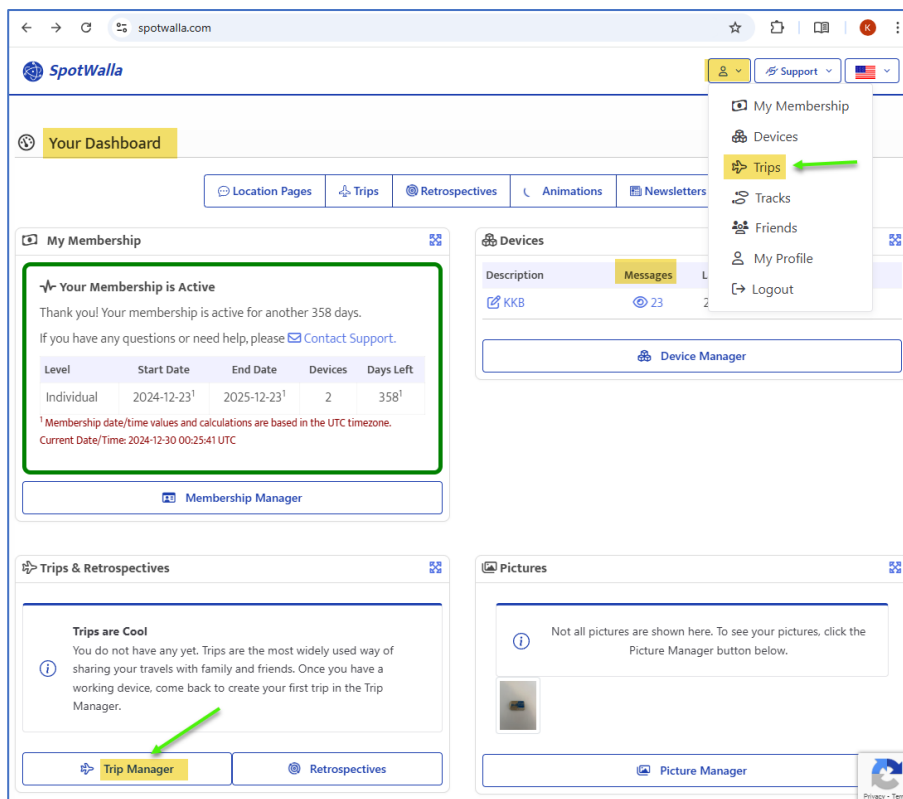
Click on the **Messages icon** in the Devices section of Your Dashboard to see these:



The screenshot shows the SpotWalla web interface. At the top, there's a navigation bar with the SpotWalla logo, a user profile icon, a 'Support' link, and a language selector (US). Below the navigation bar, the breadcrumb trail reads 'Home > Devices > Browse - KB iPhone'. The main heading is 'Browse - KB iPhone'. There's a pagination control showing 'Total Pages: 1' and a search input field with a date format 'mm/dd/yyyy'. Below this is a table of messages with columns: #, Date, Source, Type, Coordinates, Speed, Heading, Message, and Picture. The table contains four rows of message data.

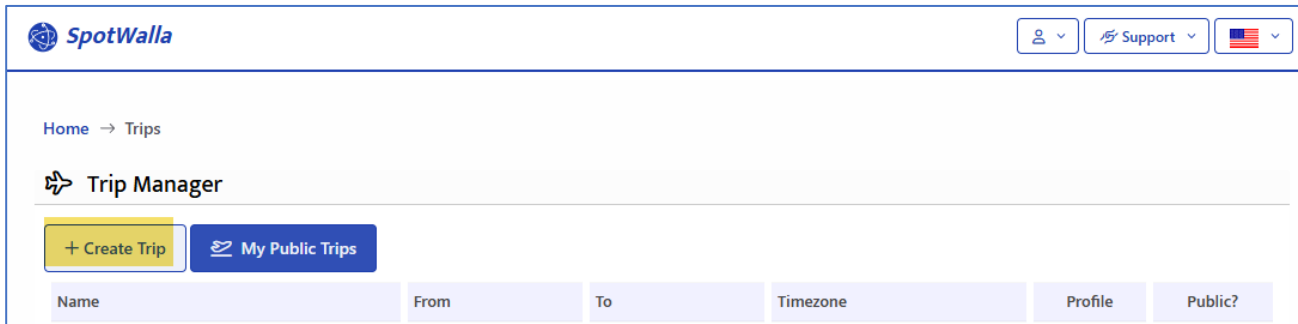
#	Date	Source	Type	Coordinates	Speed	Heading	Message	Picture
23	2024-12-28 16:58:25	SWTracker	Tracking	32.769, -117.022	0.00 MPH, 0 KPH, 0 KN	143° SE	1446:13:[3]:12-28 16:58:26 (0.461)	
22	2024-12-28 16:10:07	SWTracker	Tracking	32.769, -117.023	0.00 MPH, 0 KPH, 0 KN	208° SSW	226:12:[22]:12-28 16:10:07 (0.614)	
21	2024-12-28 16:05:06	SWTracker	Tracking	32.773, -117.021	7.49 MPH, 12.1 KPH, 6.5 KN	192° SSW	221:11:[27]:12-28 16:05:06 (0.600)	
20	2024-12-28 16:00:06	SWTracker	Tracking	32.836, -117.003	49.70 MPH, 80 KPH, 43.2 KN	249° WSW	189:10:[16]:12-28 16:00:06 (0.090)	

You must now bundle these into a trip, which is easily done. Go to **Trip Manager** from Your Dashboard or from the Menu at the top under **Trips**.



The screenshot shows the SpotWalla dashboard. At the top, there's a navigation bar with the SpotWalla logo, a user profile icon, a 'Support' link, and a language selector (US). Below the navigation bar, the main heading is 'Your Dashboard'. There's a navigation menu with options: Location Pages, Trips, Retrospectives, Animations, and Newsletters. The dashboard is divided into several sections: 'My Membership' (with a green box around the membership status and a table), 'Devices' (with a 'Messages' tab and a 'Device Manager' button), 'Trips & Retrospectives' (with a 'Trips are Cool' message and a 'Trip Manager' button highlighted with a green arrow), and 'Pictures' (with a message about not showing all pictures and a 'Picture Manager' button). A dropdown menu is open from the top right, showing options: My Membership, Devices, Trips (highlighted with a green arrow), Tracks, Friends, My Profile, and Logout.

Click on Create Trip

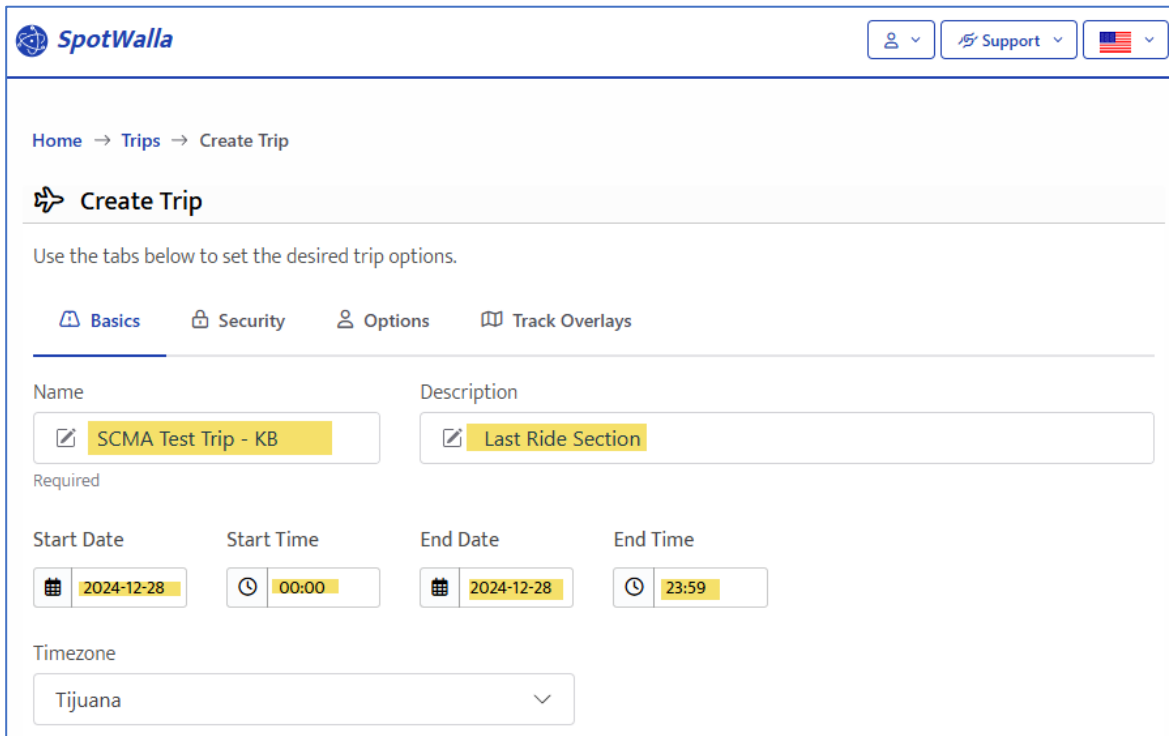


The screenshot shows the SpotWalla Trip Manager interface. At the top left is the SpotWalla logo. On the top right, there are three dropdown menus: a user profile icon, a 'Support' button, and a US flag. Below the header, the breadcrumb 'Home → Trips' is visible. The main heading is 'Trip Manager' with a right-pointing arrow icon. Below this, there are two buttons: '+ Create Trip' (highlighted in yellow) and 'My Public Trips'. At the bottom, there is a table with columns: Name, From, To, Timezone, Profile, and Public?.

While all aspects of your SpotWalla trip are up to you, we do have some suggested best practices:

1. When creating your trip, include some personal identifier (name, initials, etc.) and the name of the *SCMA ride in the Name and/or Description fields to remind the Ride Chair what they are looking at and whose ride it is*. We have several Ride Chairs who manage multiple SCMA rides.
2. For a timed end-to-end ride such as the USA Four Corners Tour you need only *create a single trip* which encompasses the start and finish dates and times of your trip. For other rides whose checkpoints need not be visited at one time, you may wish to create *several smaller trips which represent a leg of your ride*. This approach makes it easier to manage your trip and easier for the ride chair to review it. An alternative is to create a custom message type that is used only for checkpoints associated with your ride; the trip can then be customized to include only those types of messages.

Identify Trip Information and Options. Create a Name and Description and Select the Start and End Dates and times to create a Trip from the list of location Messages sent by SWTracker to SpotWalla in addition to Photos and other Messages you sent. Verify the default Timezone is correct.



The screenshot shows the SpotWalla 'Create Trip' form. At the top left is the SpotWalla logo. On the top right, there are three dropdown menus: a user profile icon, a 'Support' button, and a US flag. Below the header, the breadcrumb 'Home → Trips → Create Trip' is visible. The main heading is 'Create Trip' with a right-pointing arrow icon. Below this, there is a instruction: 'Use the tabs below to set the desired trip options.' There are four tabs: 'Basics' (selected), 'Security', 'Options', and 'Track Overlays'. The form fields are: 'Name' (with a yellow highlight 'SCMA Test Trip - KB'), 'Description' (with a yellow highlight 'Last Ride Section'), 'Required' (checkbox), 'Start Date' (calendar icon, yellow highlight '2024-12-28'), 'Start Time' (clock icon, yellow highlight '00:00'), 'End Date' (calendar icon, yellow highlight '2024-12-28'), 'End Time' (clock icon, yellow highlight '23:59'), and 'Timezone' (dropdown menu with 'Tijuana' selected).

On the **Security Tab**, Check the last one and Uncheck the others.

The screenshot shows the 'Create Trip' page in the SpotWalla application. The 'Security' tab is selected and highlighted in yellow. The page contains several checkboxes for security settings. The checkbox 'Allow viewers to download the trip's location data?' is checked, while the others are unchecked. Below the checkboxes is a 'View Password' section with a 'View Password' button. There is also a 'Hide These Message Types' dropdown menu. At the bottom, there are 'Create' and 'Cancel' buttons.

SpotWalla

Home → Trips → Create Trip

Create Trip

Use the tabs below to set the desired trip options.

Basics **Security** Options Track Overlays

- Apply Active Secure Zones? [?]
- Hide the Time? [?]
- Display speed data? [?]
- Is this trip public? [?]
- Allow viewers to download the trip's location data? [?]

View Password

View Password

Hide These Message Types

Click here to available message types

You may want to select the **Motorcyclist**

The screenshot shows the 'Create Trip' page in the SpotWalla application, now with the 'Options' tab selected. The 'Motorcyclist' radio button is selected. The page is divided into several sections: 'Trip Profile' with various vehicle types, 'How Much History to Display?' with a dropdown for days and a density fill percent, 'Other Options' with three checked checkboxes, 'Initial Map Type' with a dropdown, and 'External Link' with a text input field.

SpotWalla

Home → Trips → Create Trip

Create Trip

Use the tabs below to set the desired trip options.

Basics Security **Options** Track Overlays

Trip Profile

- Airplane
- Helicopter
- Recreational Vehicle
- Truck/Rig
- Bicyclist
- Hiking
- Runner
- Motorcyclist
- Directional
- Sailor
- Generic
- Off-Road Vehicle
- Swimmer

How Much History to Display?

Show the last days of history. [?]

Show all history. [?]

Density/Fill Percent

Other Options

- Pan/zoom the map to show all locations? [?]
- Activate Home Page Link? [?]
- Show Track? [?]

Initial Map Type

External Link [?]

When you are ready to email your records to the ride chair Open **Trip Manager to Get the Links** that you will email. Select the Trip or Trips one at a time and select Link then copy the link paste it to your email.

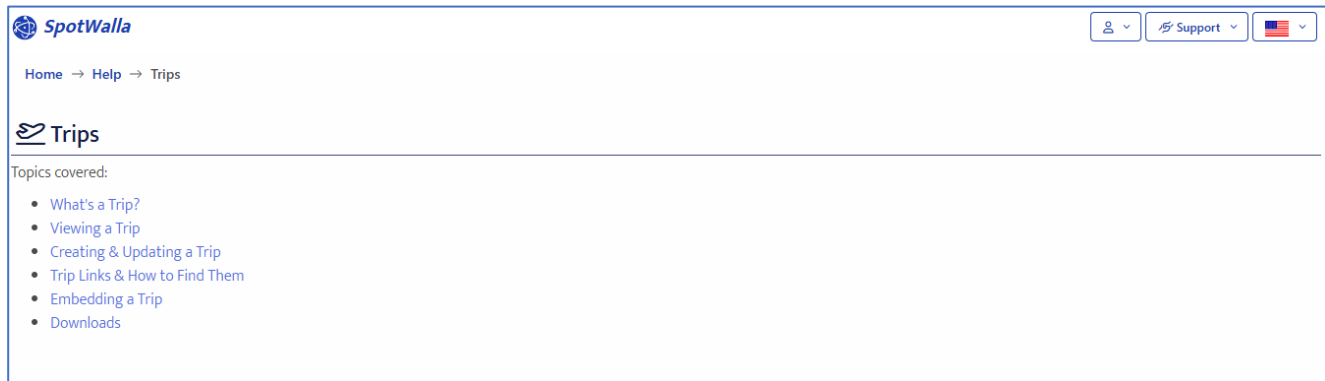
The screenshot shows the SpotWalla Trip Manager interface. At the top, there is a navigation bar with the SpotWalla logo, a user profile icon, a 'Support' button, and a language selector (USA). Below the navigation bar, there is a breadcrumb trail 'Home → Trips' and a 'Trip Manager' header with a right-pointing arrow icon. Under the header, there are two buttons: '+ Create Trip' and 'My Public Trips'. Below these buttons is a table with columns: Name, From, To, Timezone, Profile, and Public?. The table contains one row for 'SCMA Test Trip - KB' with dates '2024-12-28' and '2024-12-28', and timezone 'America/Tijuana'. A context menu is open over the first row, showing options: View, Update, Links (highlighted in yellow), and Delete. A notification badge 'Ending in 2024 1' is visible near the table header.

The screenshot shows a dialog box titled 'Trip Links - SCMA Test Trip - KB' with a close button (X) in the top right corner. The dialog contains the following text: 'Default Link' followed by 'This is the default link. You control the initial view using the *Default View Behavior* options on the **Options** tab.' Below this text is a text input field containing the URL 'https://spotwalla.com/trip/3701-146b09ed-e472/view'. A green arrow points to a copy icon (two overlapping squares) on the left side of the input field. Below the input field, there is a yellow text prompt 'Click here to copy the link' and a blue 'Close' button.

Include a description of each trip, which SCMA ride you are submitting and send the email to the proper SCMA Ride Chair. You will hear back from the Ride Chair when the review is done.

You can research all the details of **SpotWalla Trips** by using the **Trips help menu**.

<https://spotwalla.com/help/trips>



The screenshot shows the SpotWalla website's help menu for Trips. At the top left is the SpotWalla logo. To the right are three utility buttons: a user profile icon, a 'Support' button with a magnifying glass icon, and a US flag icon. Below the logo is a breadcrumb trail: 'Home → Help → Trips'. The main heading is 'Trips' with a magnifying glass icon. Underneath, it says 'Topics covered:' followed by a bulleted list of links: 'What's a Trip?', 'Viewing a Trip', 'Creating & Updating a Trip', 'Trip Links & How to Find Them', 'Embedding a Trip', and 'Downloads'.

If you get stuck and have questions related to setup and use for SCMA rides you can request help at membership@sc-ma.com.