

Contract Claim Form Mapping Guidance

Mapping Claim Items

To map the claim items, click the +Mapping button displayed next to each item ID.

Find Items										
Item Code	Name / Description	Available Quantity	Claim this Activity?	Claimed Quantity	Transaction Id	Invoice Date	Item Complete?	Date Activity Completed	Items Mapped	Mapping
IN008 / D021	Post and wire fencing	110 m	☒	110 m	A1234	18/06/2026	☒	17/06/2026	0	+ Mapping

The Field Parcel list will be displayed and show the field size; tenure and how many items have been mapped against each field.

Click on the field parcel in which you wish to map an item.

Claim Items - Parcel List: Post and wire fencing

1 parcel

Results per page: 10 | 20 | 50

Parcel Details

SJ1

next to ty coch

Field size: 2.24 ha

Tenure: Owned

Mapping Details

Items Mapped: 0

Filter parcels

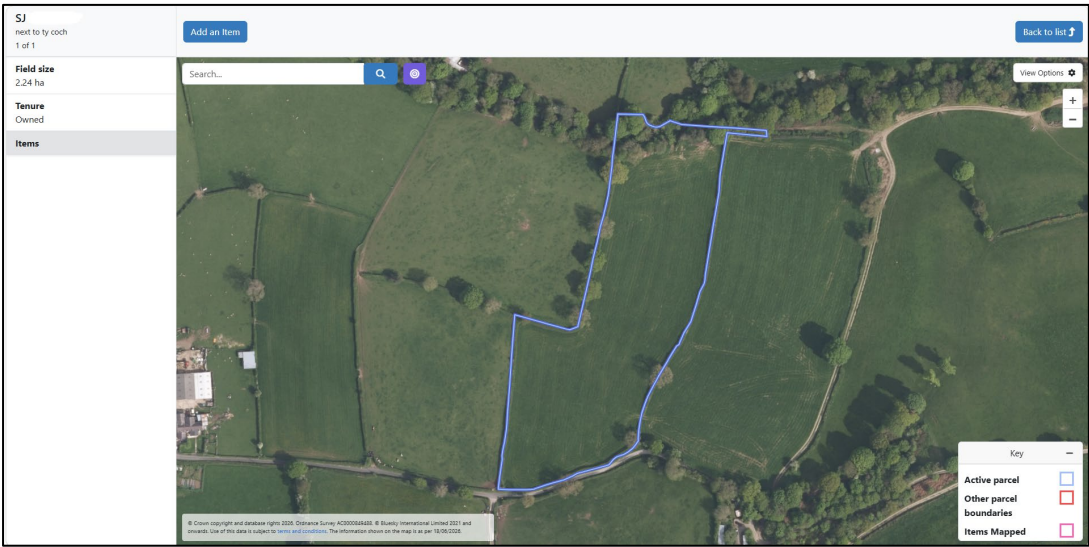
Keywords:

Tenure

Items Mapped

Save and Return

The aerial map will then open, and the chosen field parcel will be outlined in blue.



Select the 'Add an Item' button on the top left side of the screen.

Please Note: For **Ffermio Bro – Farming in Designated Landscapes** claims, when clicking the 'Add an Item' button, the following screens will appear for you to select the item you wish to map:

SN
3 of 26

Add an Item

Which item would you like to add?

Please select an option

Continue

Cancel

Add an Item

Which item would you like to add?

Please select an option

L001 Ladder Stile

L002 Timber Bridle Gate and Posts

L003 Timber Kissing Gate and Posts

L004 Wooden Stiles

L005 Badger Gate

L006 Piped Water Supply

L007 Water Gate

L008 Water Troughs

Continue

Cancel

Add an Item

Which item would you like to add?

L001 Ladder Stile

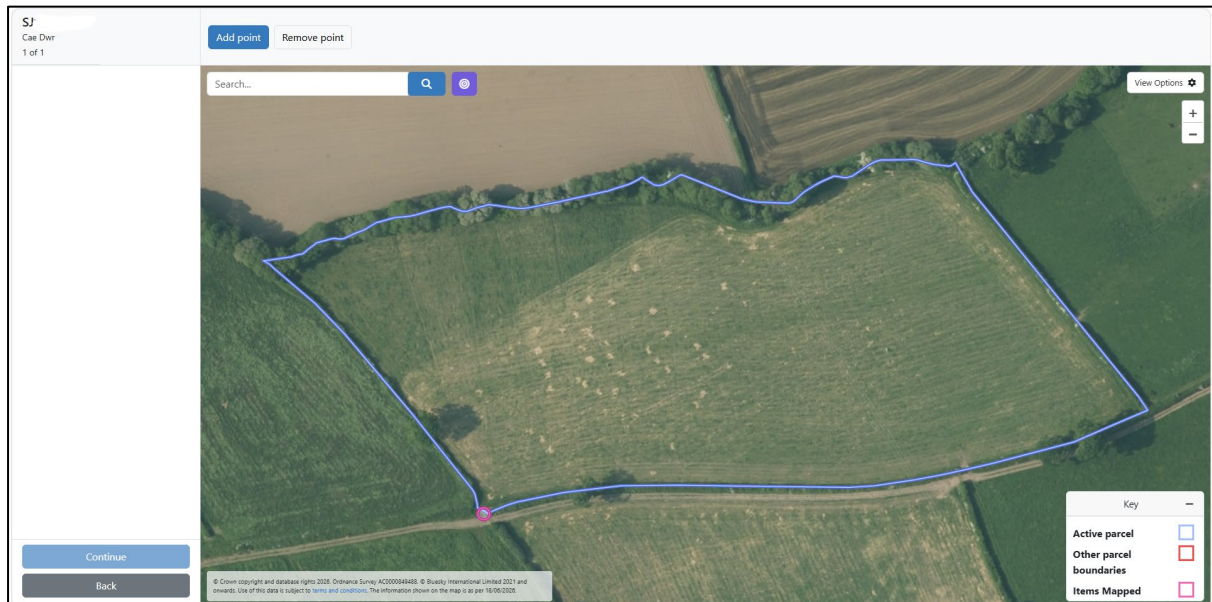
Continue

Cancel

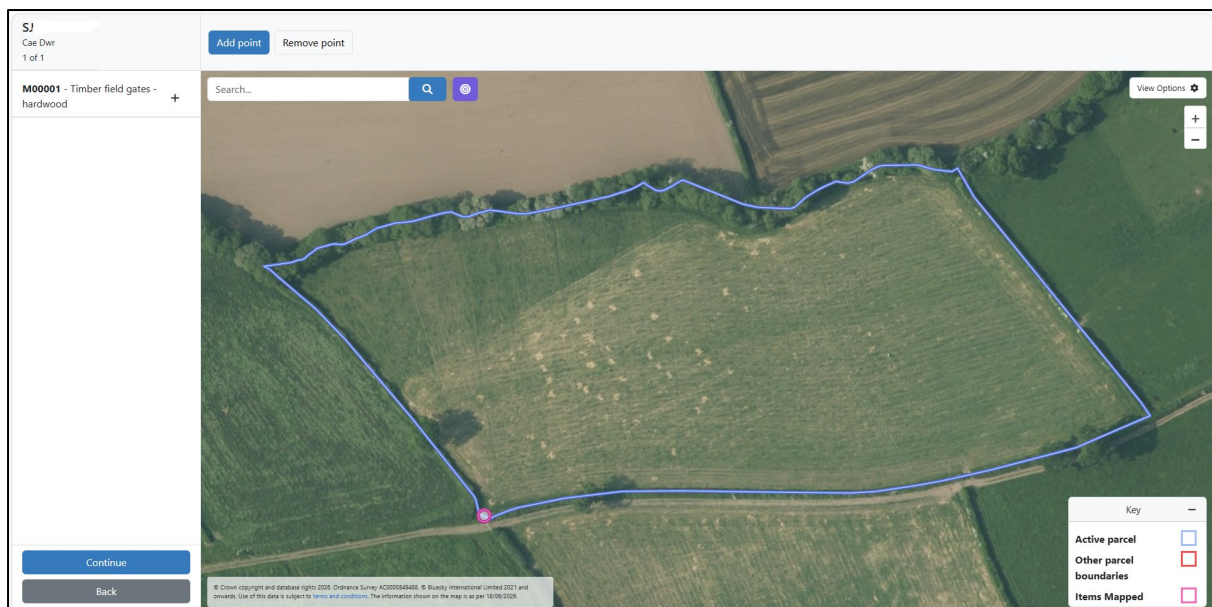
Items can be mapped as lengths, areas and points.

Map an item as a point

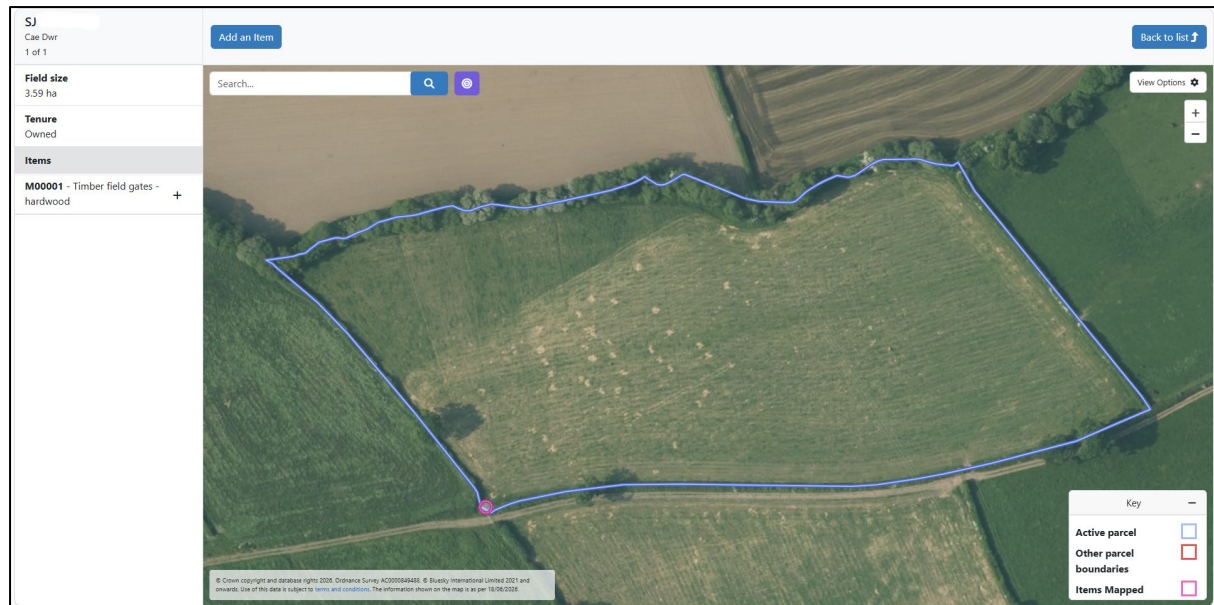
To map an item as a point, select the 'Add point' button and position the cursor where you wish to map the item and click once.



The mapped item will then appear on the left side of the screen

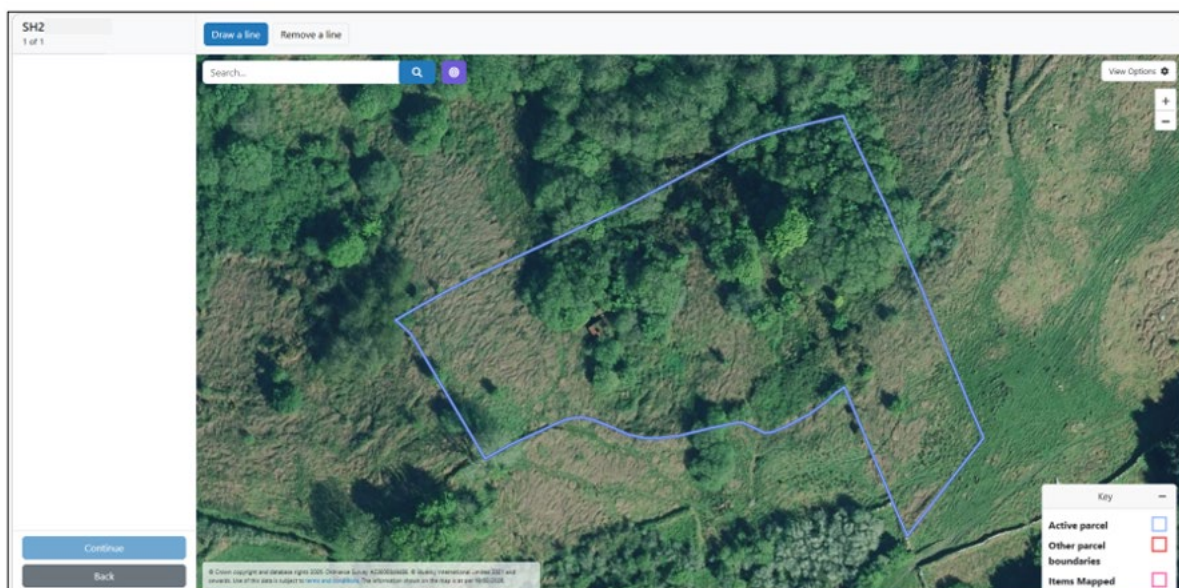


Click Continue

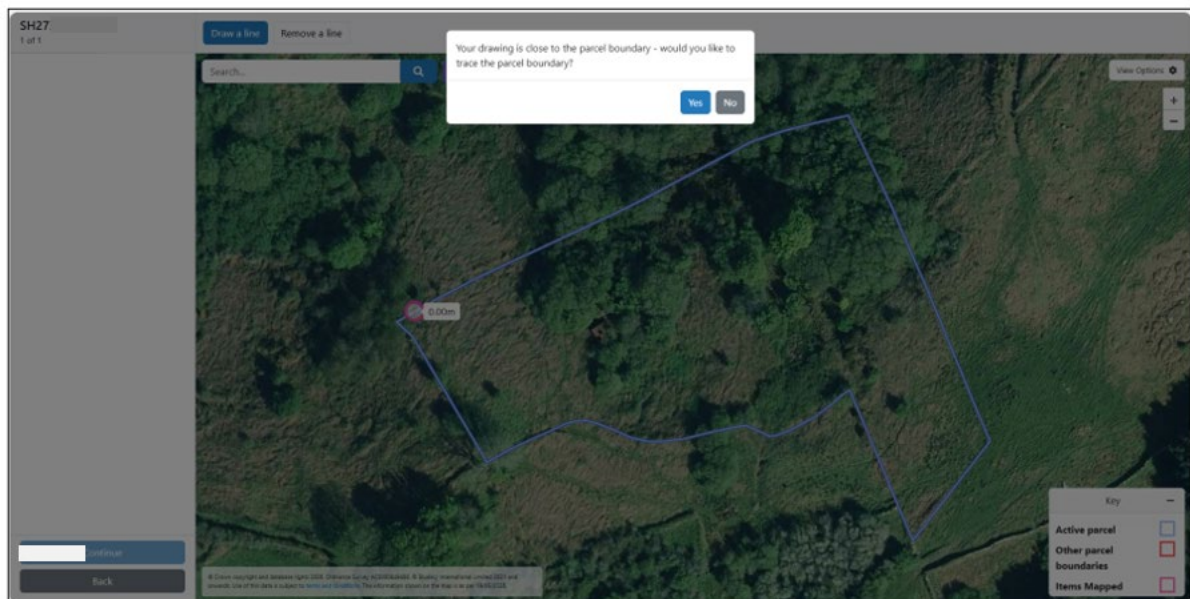


Map an item as a length

To map an item as a length, select the 'Draw a line' button.

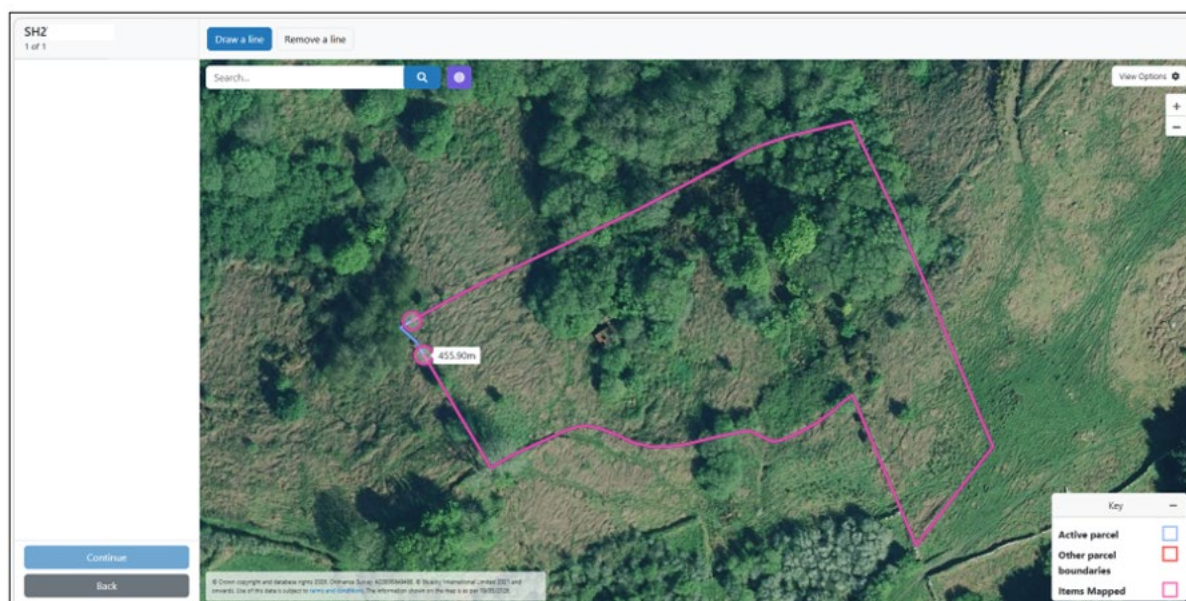


Position and click the cursor where you wish the line to start.

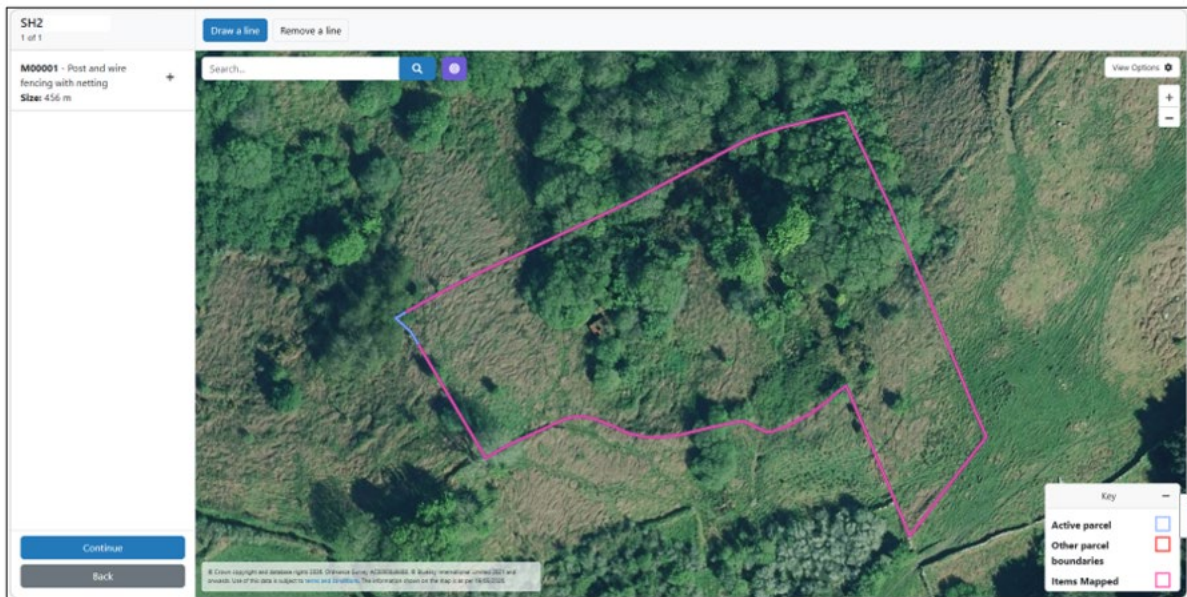


If you are on or very close to the parcel boundary, a message will appear asking if you wish to trace the parcel boundary to which you can select yes or no.

If choosing yes, position the curser where you wish the line to end and the line will automatically snap to the parcel boundary.

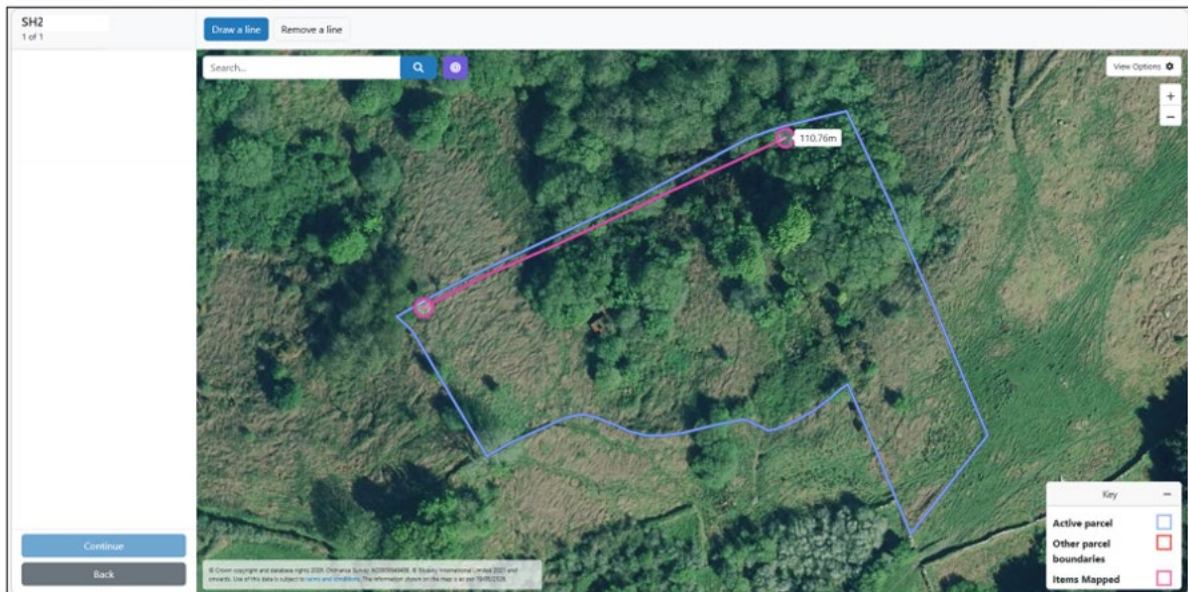


Double click where you wish the line to end. The length of the finished line will round to the nearest metre. In the above example the line measures 455.90 m and so the mapped length will round to 456 m. The item will then appear on the left-hand side of the screen.

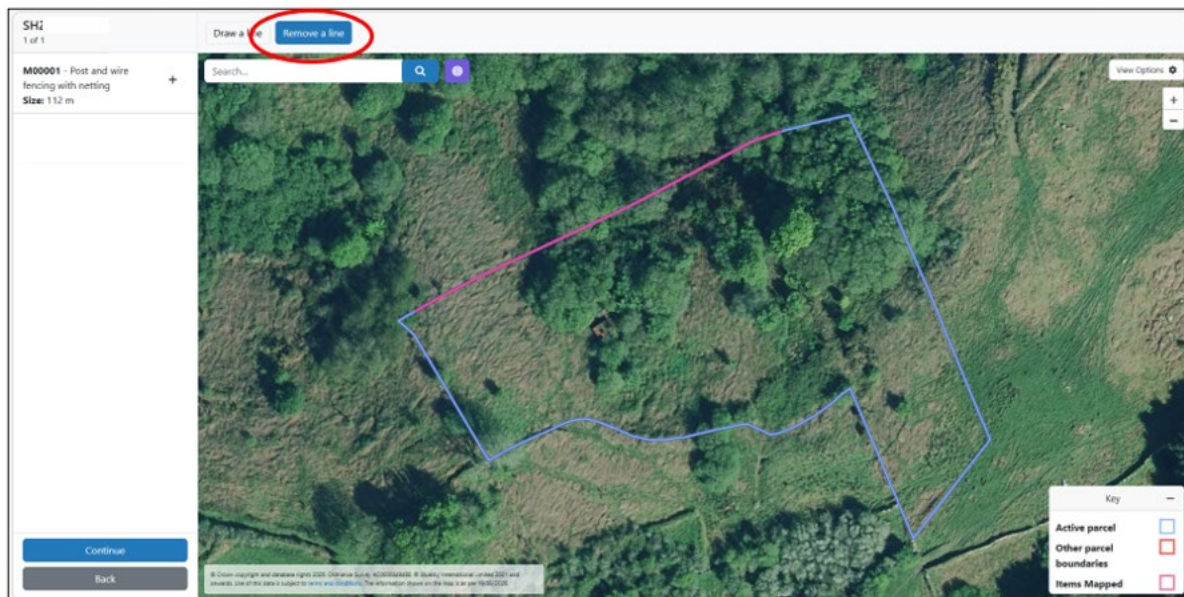


If you do not wish to trace the parcel boundary, select no to the message asking if you wish to trace the parcel boundary.

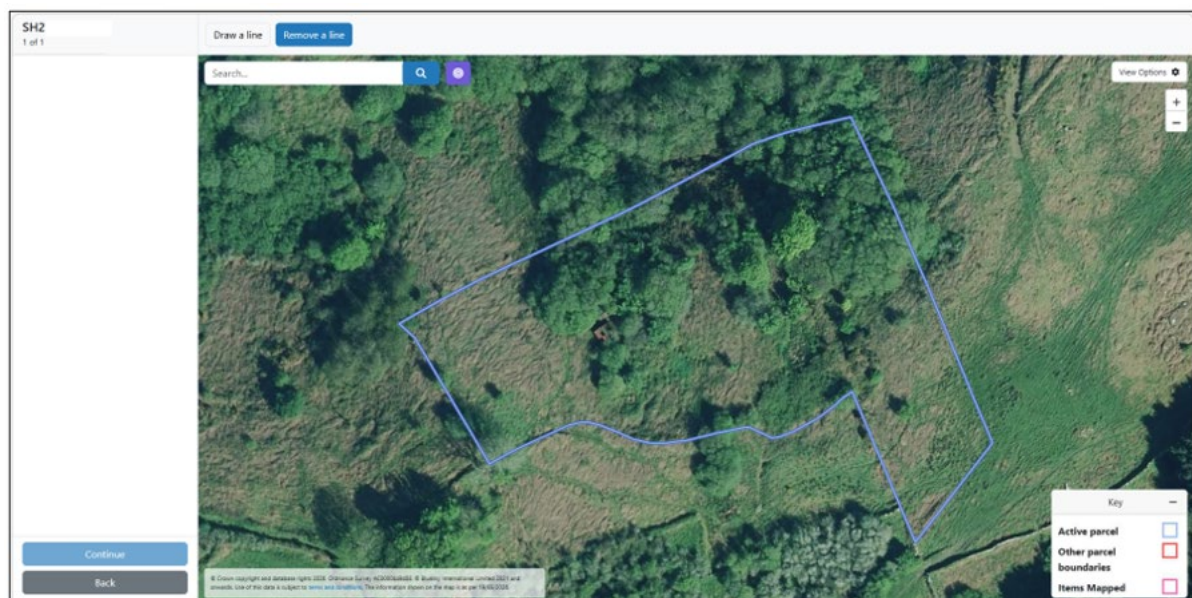
The line will not snap to the boundary, and you will have complete control over the placement. Double click the mouse to finish the line.



To remove a line, click the 'Remove a Line' button and click on the mapped pink line you wish to remove.

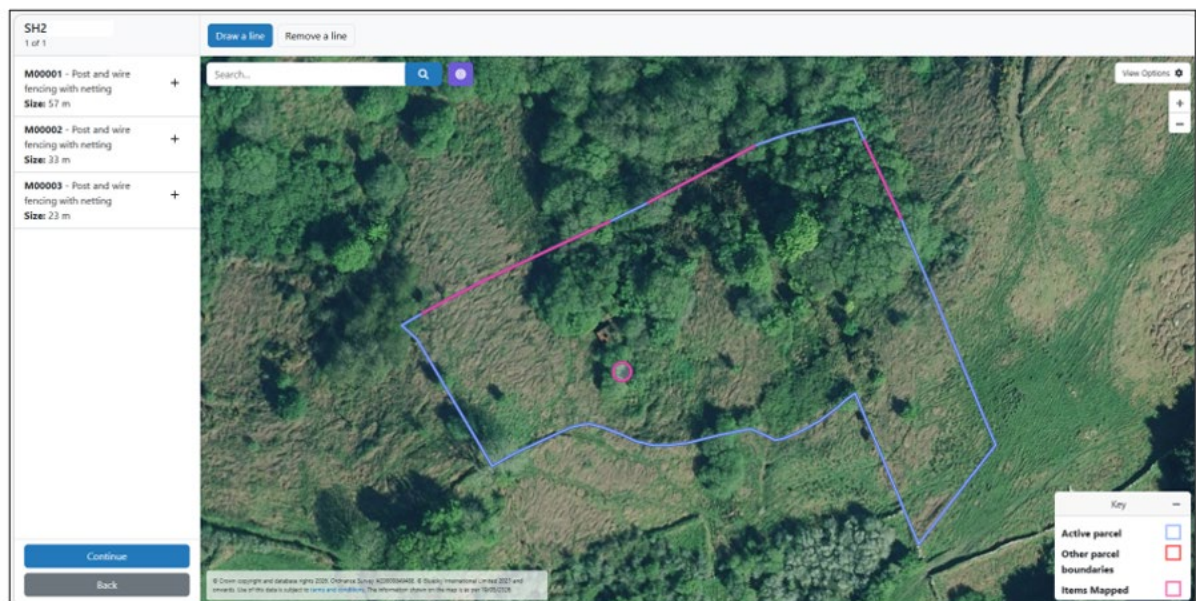


The line will disappear and will no longer appear in the mapped item list on the left-hand side.



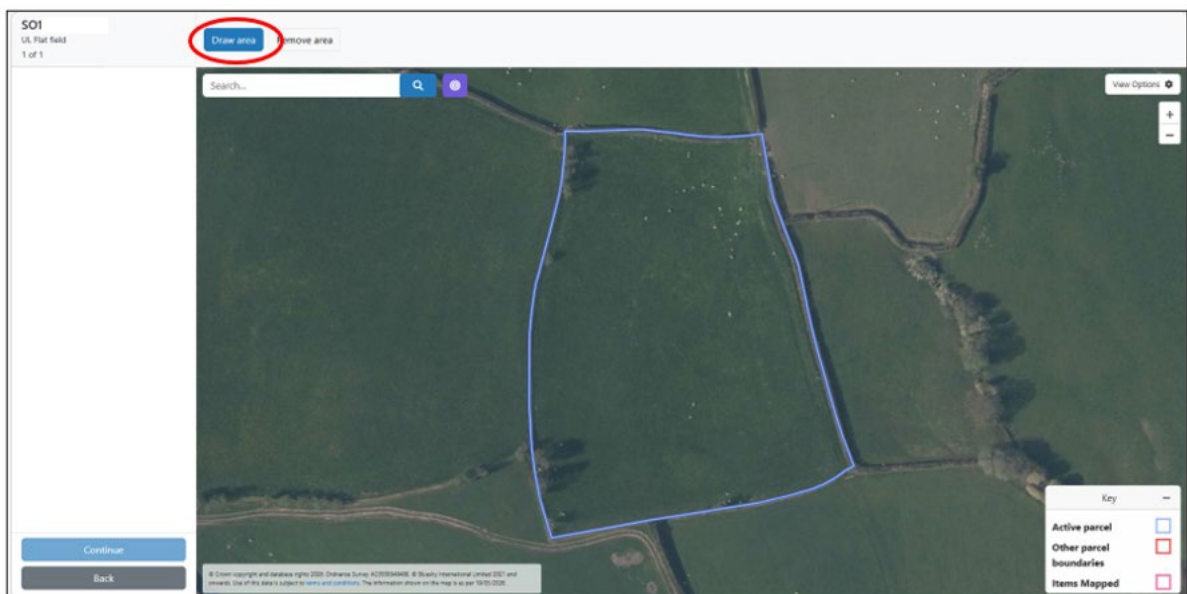
When you have completed the mapping for the item, click 'Continue'

If you do not click 'Continue' the cursor remains active for the current item, and any further lines drawn/clicks on the screen will be included in the item length with multiple map IDs.

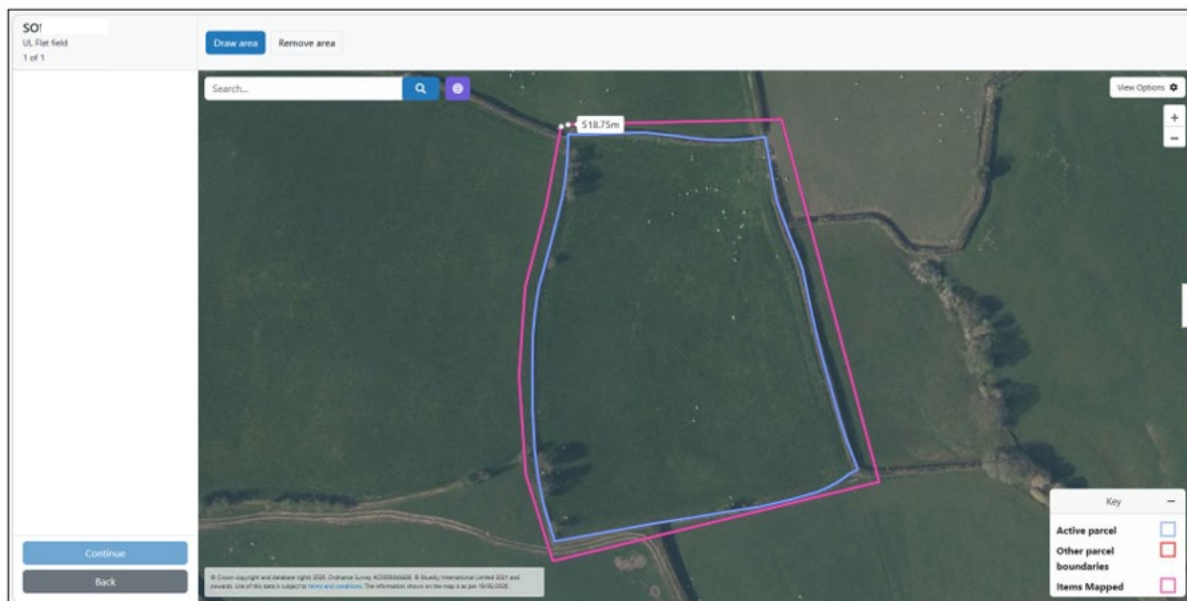


Map an item as an area

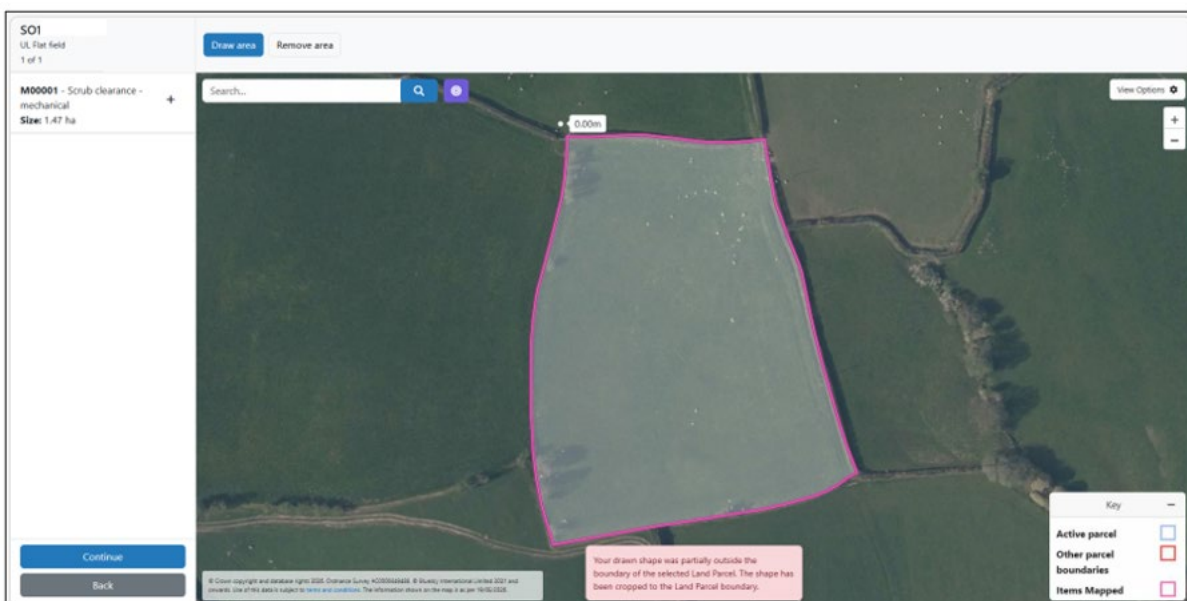
To map an item as an area, select the 'Draw Area' button



Unlike when mapping a length, the cursor will not snap to the parcel boundary when mapping an area. The easiest way to map a whole parcel, is to draw the line outside the parcel boundary.

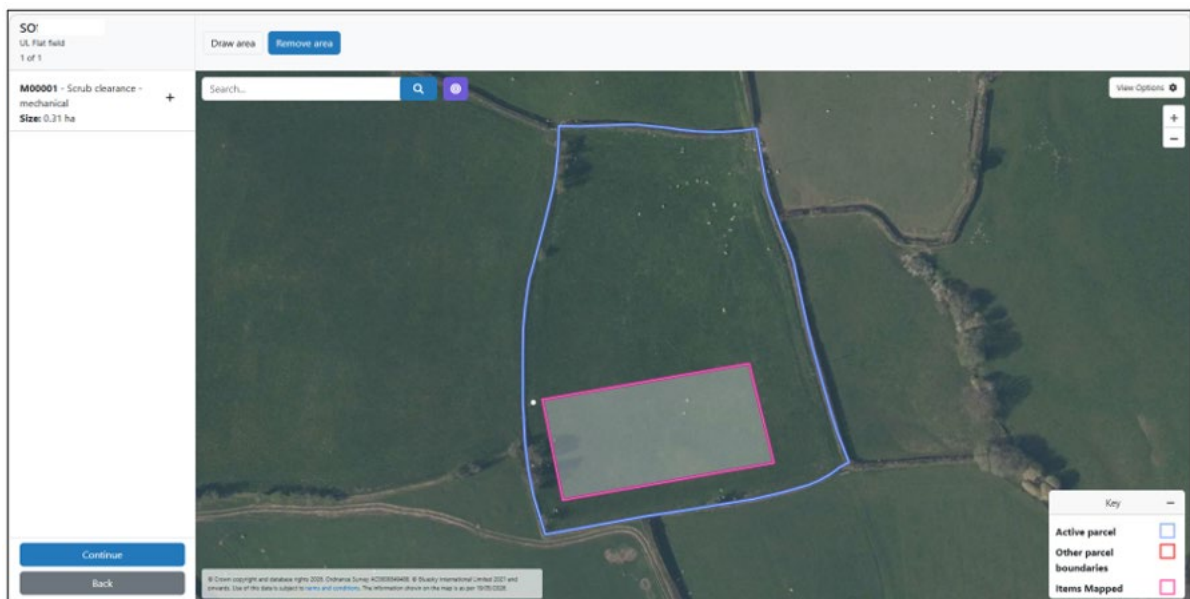


Double click the line and the area will be cropped to be within the parcel boundary and a message will appear to inform you of this.



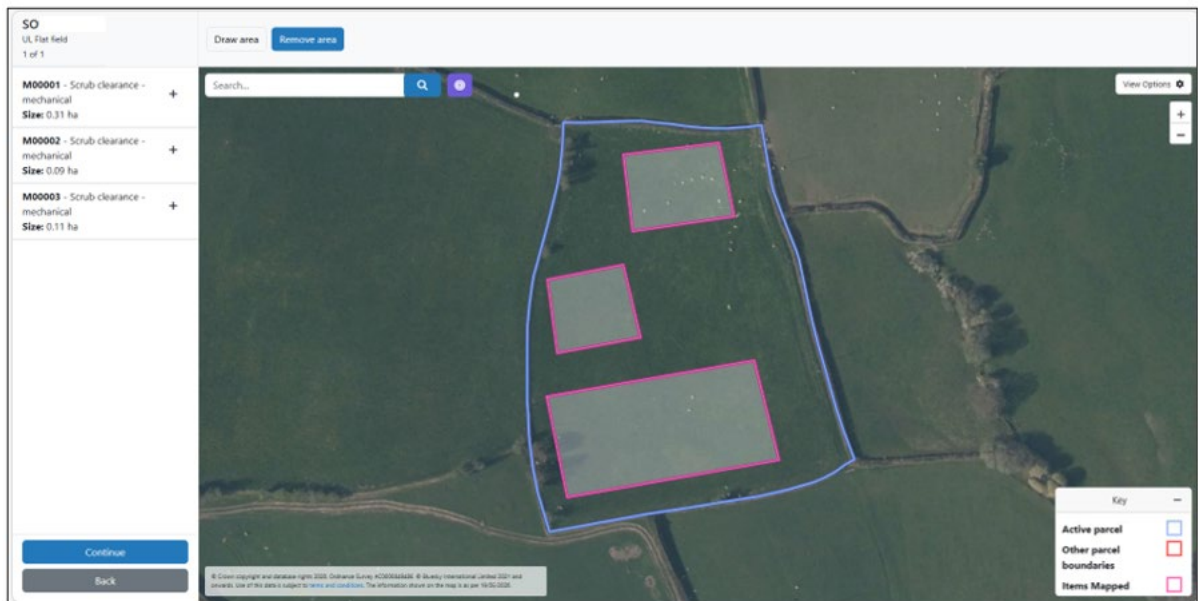
If you wish to map a smaller area within the parcel, click the cursor where you wish the area to start.

A pink line will appear and the length of the line will be shown in metres. Draw the area with multiple clicks of the cursor to form a shape that accurately reflects the area of the item. When the final point joins the first point, the shape will complete.

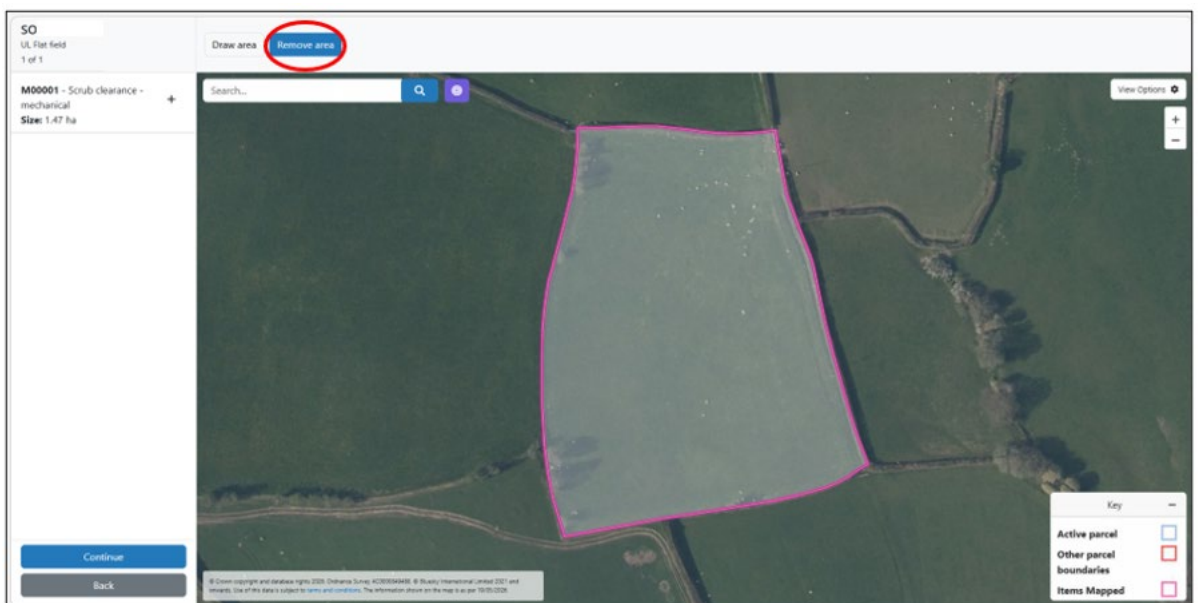


You can draw multiple areas for the same item within the field parcel.

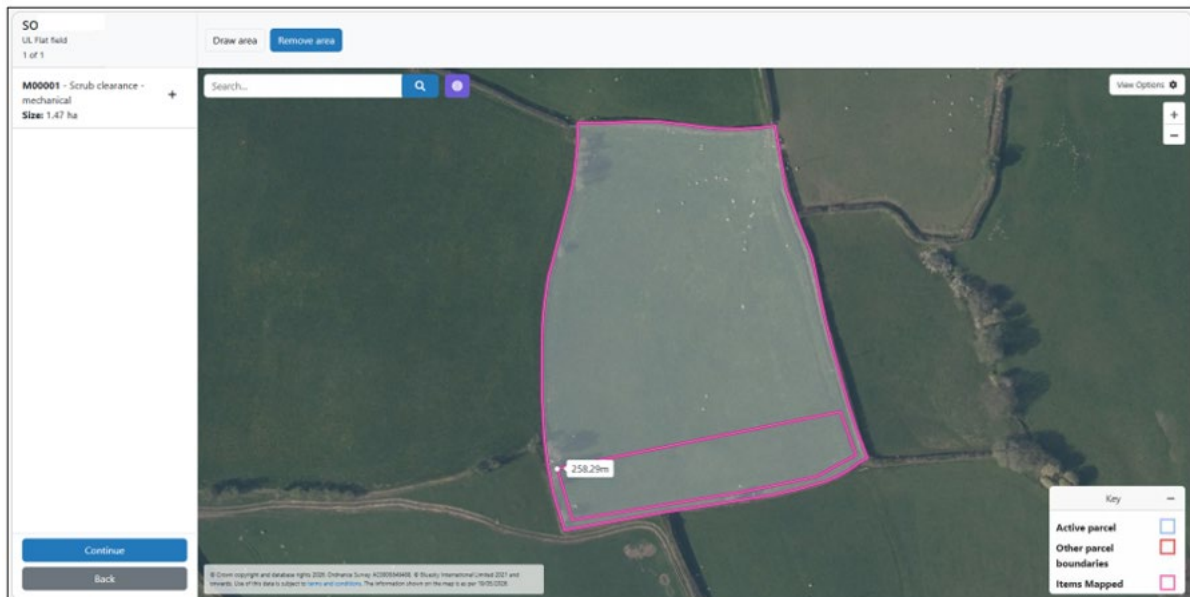
Each item mapped will appear in a list on the left of the screen.



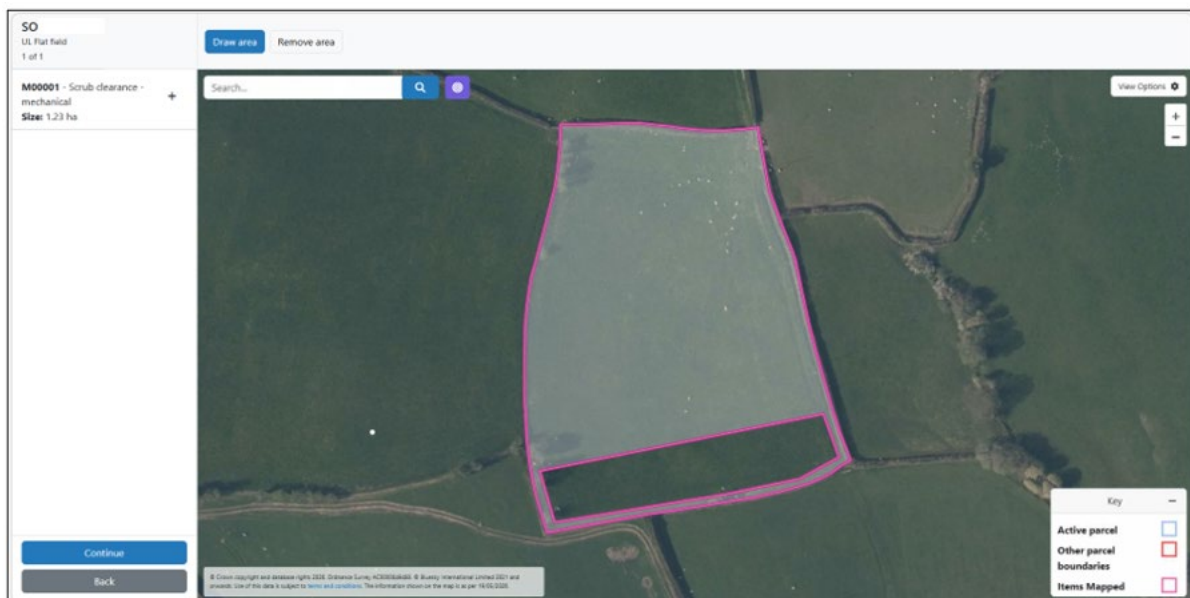
If you wish to remove an area from the area you have mapped, click on the 'Remove an Area' button



Draw the area you wish to remove within the parcel



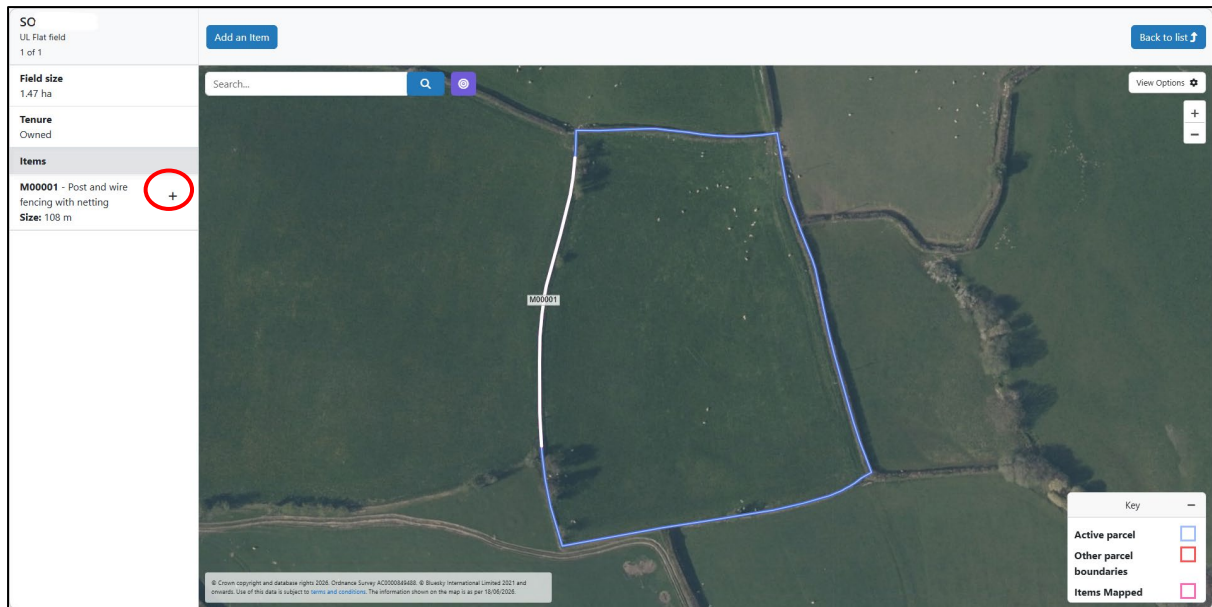
Double click to finish and the selected area will be removed from the mapped area and the area will reduce on the left-hand side of the screen.



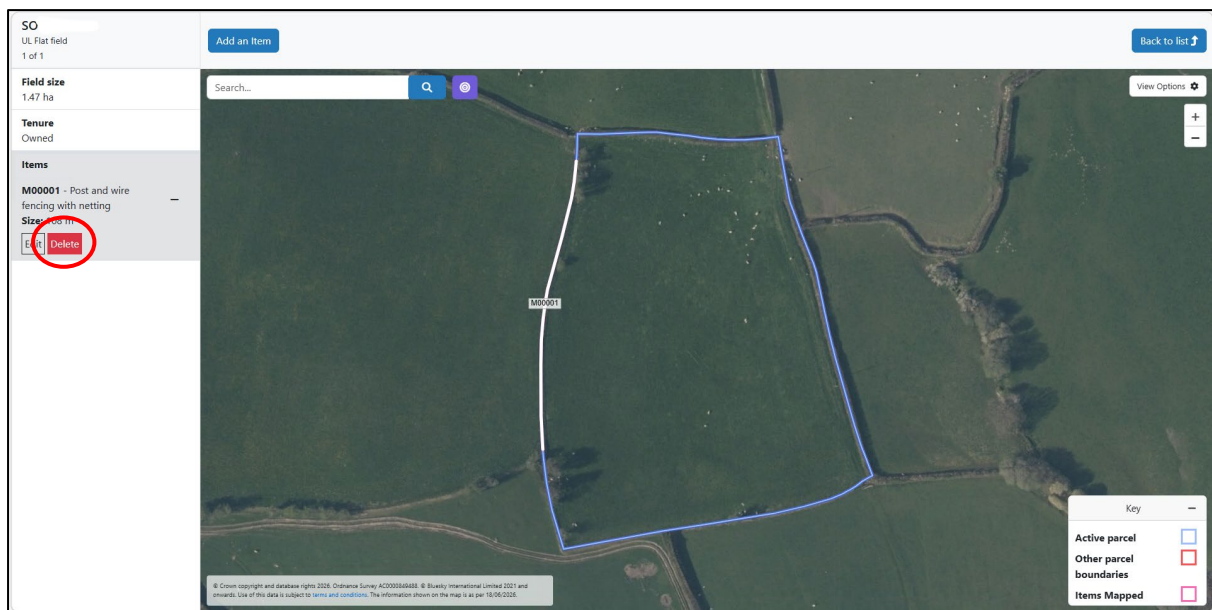
When you have finished mapping the item click the Continue button.

Deleting a mapped item

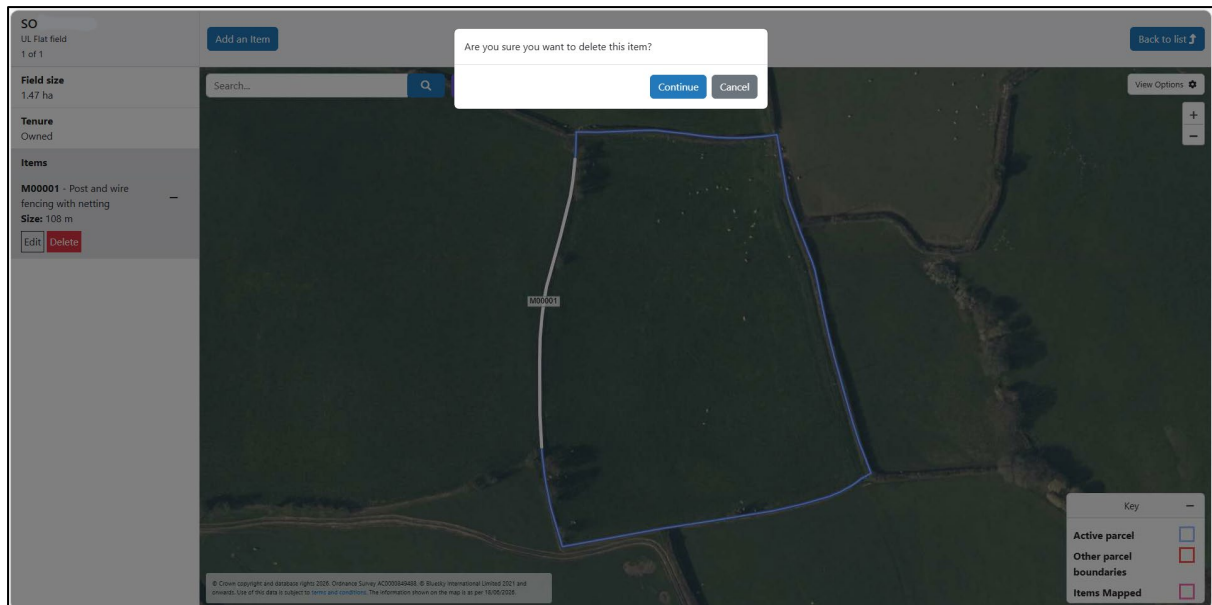
If you wish to delete a mapped item, click on the + symbol next to the item you wish to delete from the list on the left-hand side of the screen.



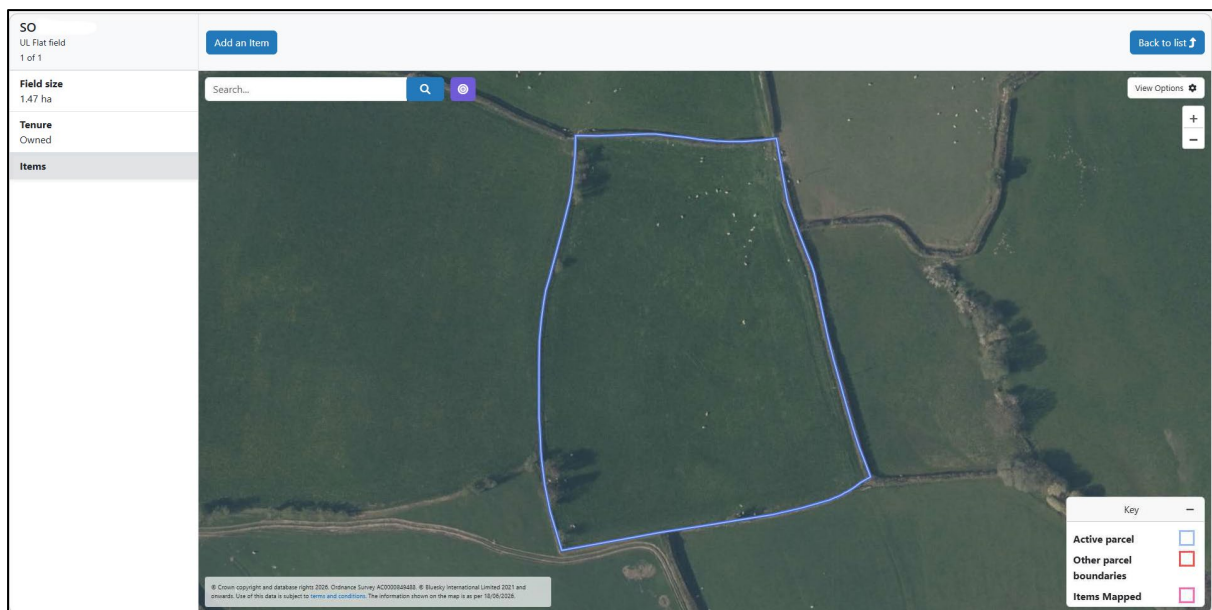
Then click the red Delete button next the required item in the list displayed on the left of the screen.



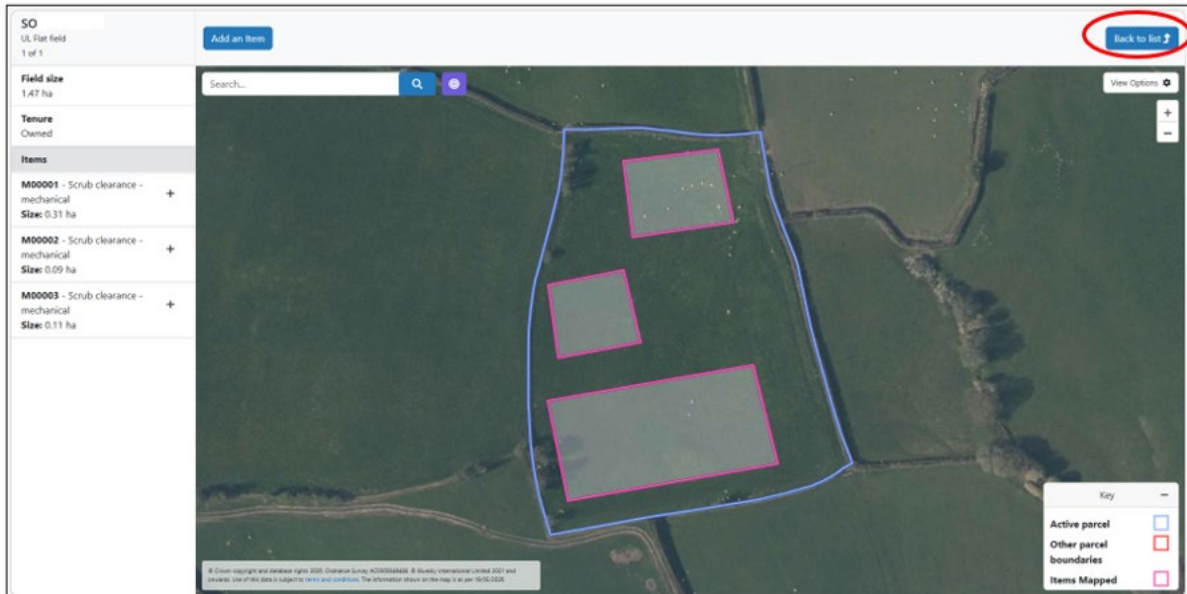
A message will appear asking if you are sure you want to delete the item. Click Continue.



The line will disappear and will no longer appear in the mapped item list on the left-hand side.



When you have finished mapping all items in the chosen field parcel, click the Back to List button in the top right corner of the screen.



Click 'Save and Return' to return to the Claim Items page of the Claim Form.

