VERY IMPORTANT INVASIVE PLANT ACADEMY PREPARATION MATERIALS

Register for your field sites and understand the "homework" required as part of the IPA

You are required to register in advance for a field site for each day, so the site host(s) can provide you with needed materials, and so that we can re-distribute folks if a site received too many or too few people.

In the afternoons of Day 1 (5/19) and Day 2 (5/20), you will visit two different field sites. On Day 1, the goals are to learn to identify the invasive plants present, practice getting set up to take data using iMapInvasives, and ask any general questions about how to survey a site. On Day 2, the goal is to survey site as if you are preparing an IPCPP for a client.

Register for field sites **HERE** by COB Thursday, 5/13. *If you do not register, we will have to pester you and we will be grumpy so PLEASE REGISTER, thank you!*

Your Day 2 data, notes, photos, etc. will be the basis for the mini-Invasive Plant Control Practice Plan that you will spend time preparing between Days 2 and 3 of the IPA. Between Day 2 and 3 you will enter data, make maps, and write summary paragraphs. On Day 3 there is time built into the schedule for you to write management recommendations. Then, you will pair up with another IPA attendee, swap drafts/maps, read and give each other ideas/suggestions.

The final draft of the mini-IPCPP will be due after the IPA (**Friday 5/28**). Successful completion of the mini-IPCPP is a required component of the IPA.

Materials to review in advance of the IPA

We have posted a "packet" of pre-IPA materials on the Program website. All the reading material/resources in the below list can be found there. Here is a list of things to do to prepare for success at the IPA:

1. Review the IPA Schedule. Be prepared for each course segment with any relevant questions.
2. Review the Program Manual. Please read through the entire Program Manual and come with any questions. The Appendices are not required reading except as specified below, but may provide valuable information and/or serve as a reference.
3. Review the example Invasive Plant Control Practice Plans found here, and the IPCPP Specifications and Checklist (Program Manual Appendix 2d). Come with any questions you may have.
4. Register for the iMapInvasives online mapping tool. Please request an iMap account ahead of time. If you plan to use the iMap App to mark points in the field (as opposed to taking point data on data sheets), please download the iMap App in advance so you are ready to go on Day 1. Note, you must *first* have an iMap account *before* you can set up the App on your phone or tablet. Print polygon data sheets for recording information about polygon infestations (see Program Manual Appendix 1c).
5. Review the *Maine Invasive Plants Field Guide* and Target Species List (Program Manual Appendix 2c) and start familiarizing yourself with the plants you don't know. You should be receiving a hard copy of the field guide in the mail. Websites that may also be helpful for this include the MNAP invasive plant Web Gallery, the MNAP Advisory List which links out to fact sheets, and the

website [GoBotany](), where you can search for any plant found in New England and see lots of photos and ID characters. Learning plants is a process that takes repeated exposure so if this is an area you need to improve, please practice.

6. Review the Confusing Native Woody Plants booklet on [this website](). This booklet presents some of the native Maine plants that may be mistaken for invasive plants, and/or which are common in some areas of Maine. This will help you feel more confident in your plant identification skills. If desired, print a copy to carry with you in the field. Another option could be to purchase additional resources such as Peterson's Trees and Shrubs field guide.

Start recruiting clients!

The deadline for landowners to apply for an IPCPP for 2021 is 5/31. This will come up very quickly after the IPA, so now is a good time to reach out to potential clients to see if they are interested in signing up. To help you consider how much it may cost to prepare an IPA, we have shared example plans with maps. We also worked up some cost estimates based on minimum survey effort and time to prepare the plan, which are shared in the Program Manual under the IPCPPs section. These figures are based on a FORP rate of $50/hour so you may need to adjust your estimates according to your normal hourly rates.

Hardware/software required

To successfully attend the IPA and create IPCPPs, you will need: a computer with good internet connection; a modern web browser such as Google Chrome, Mozilla Firefox, or Microsoft Edge; a way of geolocating yourself in the field, such as a handheld GPS or a GPS App for a smartphone (with extra batteries for a full day in the field); a camera capable of taking reliable, in-focus photos of plants; a printer capable of printing maps in color (or you could pay to have these printed somewhere); and word processing software such as Microsoft Word or the free Open Office equivalent. Access to Microsoft PowerPoint could be helpful but is not strictly required. In addition to the above you should have access to normal field gear such as clipboards, writing utensils, compass, etc.

How to attend the online portions of the IPA

For the IPA we will be using the videoconferencing software Microsoft Teams. You will click the relevant link to the appropriate Teams Meeting (Day 1, Day 2, etc.) to join at the time of the IPA.   If you have Microsoft Teams installed, it should open in Teams. If you do not, it should open in a web browser. There should be nothing to download. We suggest trying to join the Meeting a few minutes in advance so we can get started on time each day.

We do not recommend trying to connect to the IPA on a smartphone, since the instructors will be showing slides and demonstrating online websites, and it is very challenging to see these on a small screen. A laptop computer with camera is ideal, or a desktop computer with a webcam.

It will not be possible to succeed at the IPA by connecting via phone without some way to see the slides and online demos. Please plan ahead to find a location with strong enough internet access that you can connect reliably via the internet to see the material on screen.

Day 1 – Wednesday 5/19

MS Teams LINK HERE

Day 2 – Thursday 5/20

MS Teams LINK HERE

Day 3 – Tuesday 5/25

MS Teams LINK HERE