



# Points Management

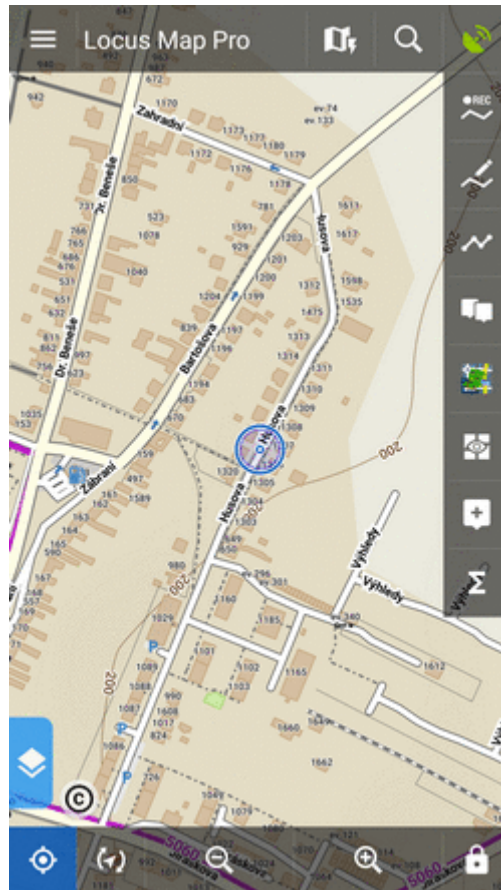


All user points in Locus Map are managed in **Points manager**. It can be accessed:

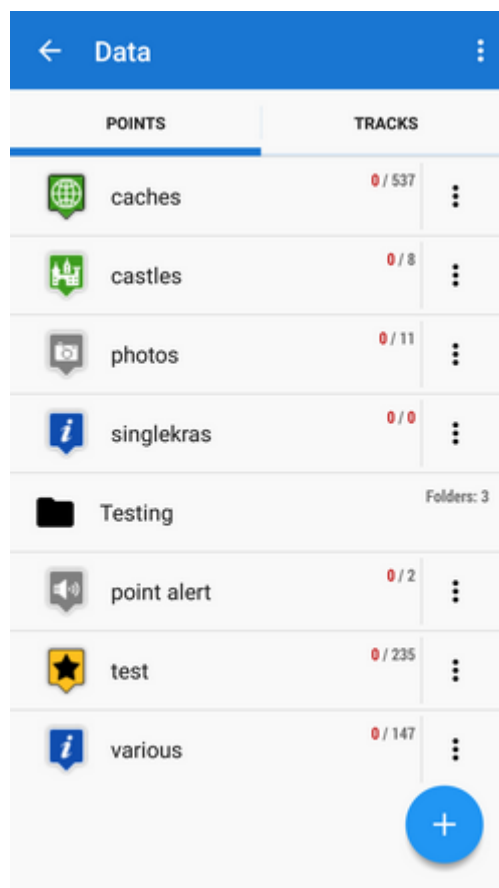
- from the **main menu**:



- from **Functions panel**:



Points are stored in **folders** from where you can **visualize them on map**, **edit** them, **copy** etc. Folders can be put into **groups**:

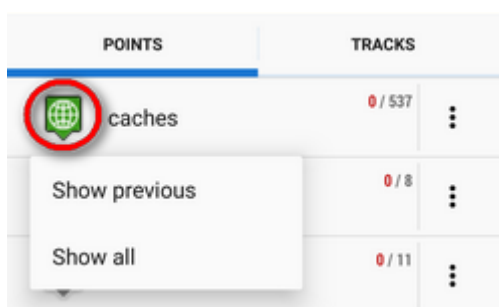


## Folders

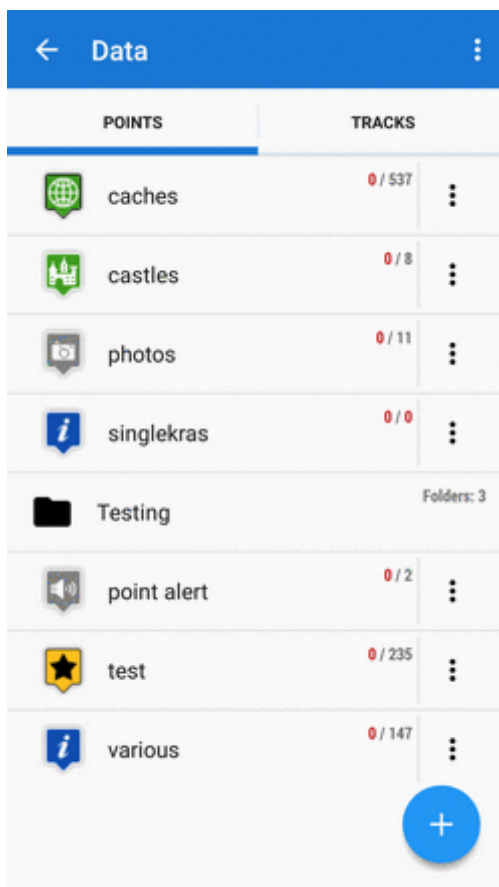
Each **folder line** consists of an **icon** (1), a folder **name** (2), **number of visible/stored points**(3) and **action menu button** (4):



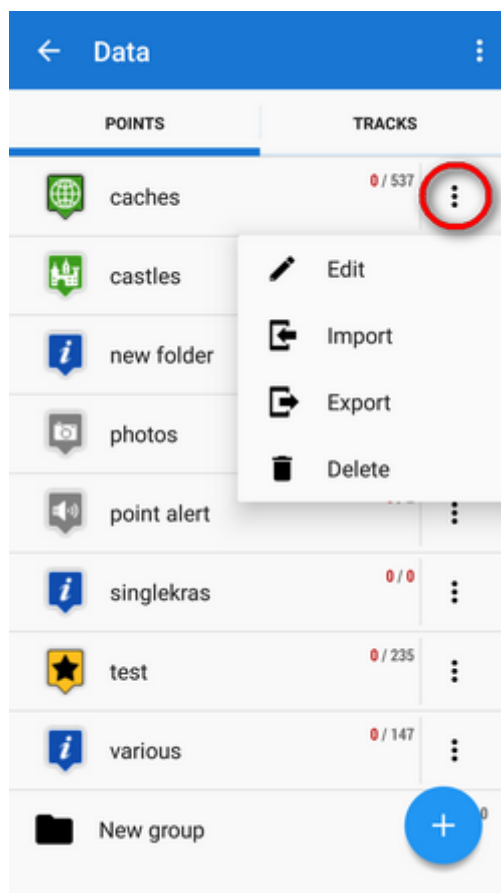
**Icon** (1) - tapping it opens selection to **load** (visualize on map) all previously visible points or all points in the folder. Once all points were selected, it just switches between all visible/all invisible:







**Folder name** (2) - tapping it unfolds the folder:




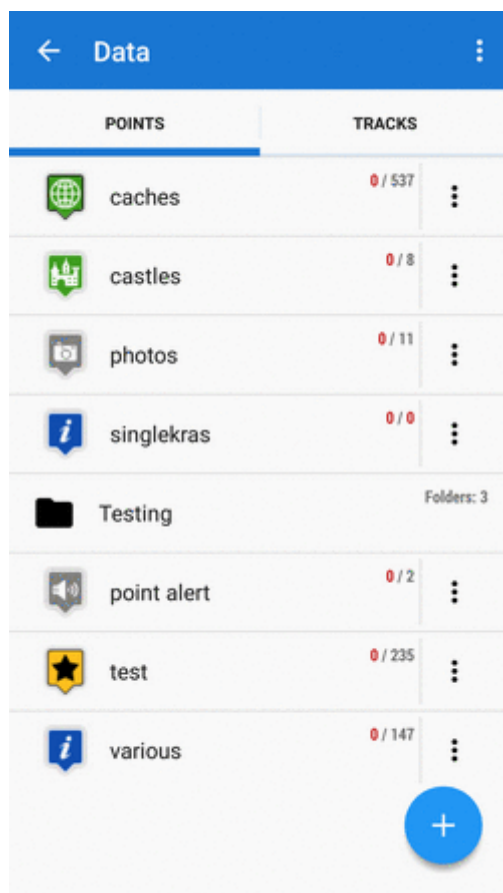
⋮ **action menu button (4):**



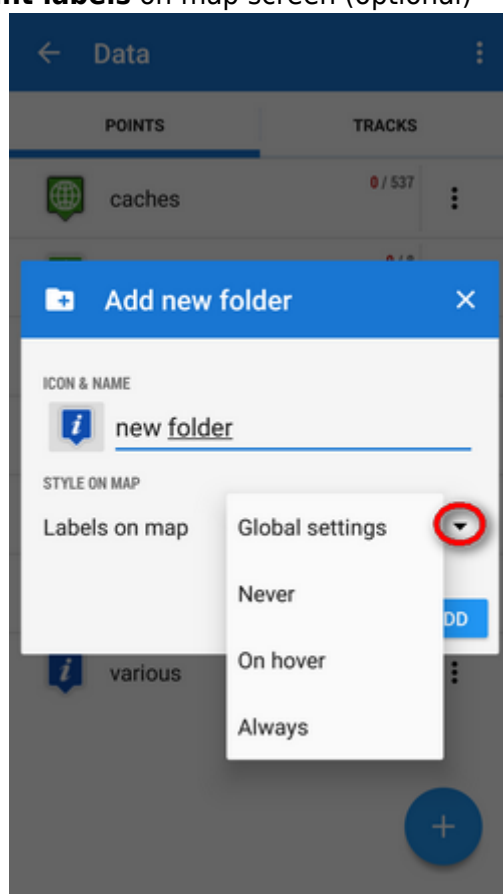
-  *Edit* - here you can **change folder icon, edit name and style** on map or **insert folder into a group** if there is any created
-  *Import* - add new points into the folder by **import** from outside of Locus
-  *Export* - exports all points in the folder into a file and/or an online service, see more in **Points Export**
-  *Delete* - **deletes the whole folder** including all points in it

## How to add a folder

- tap  and select **Folder**:



- select **icon** (optional - select from Locus style and Garmin style icons) and **name** the folder
- set style and behavior of **point labels** on map screen (optional)



*Global settings* - the point labels/screens behavior submits global settings made in [Settings > Maps > Points&Tracks](#); *Never* - point labels are activated only by tapping the points; *On hover* -

point labels appear when the map cursor hovers over the point; *Always* - point labels are permanently visible

- tap **ADD** to confirm

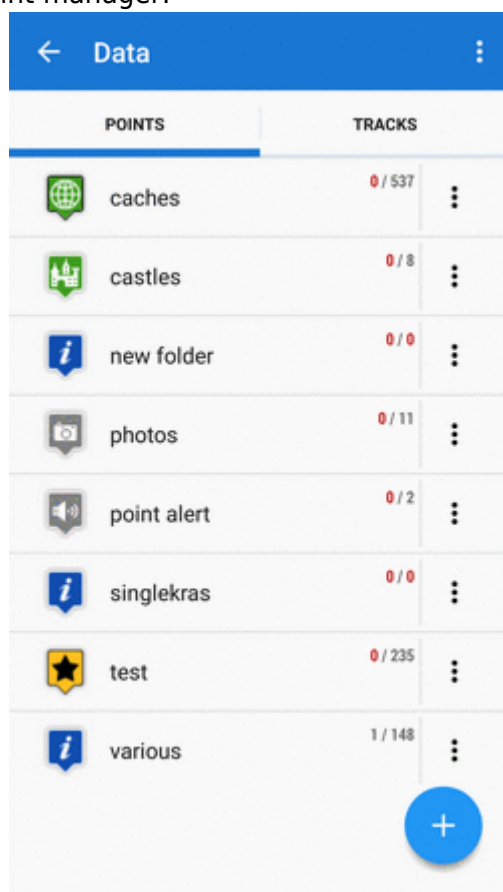
## Groups

### Locus Map Pro only

Folders can be put into **groups** as another level of data structure. Each **group line** contains the group name and number of folders allocated in it. Before adding a folder to a group, it is necessary to **create one**.











### How to add a group

- tap submenu in topbar and select **Groups**
- tap + and create a new group
- new group appears in the point manager:



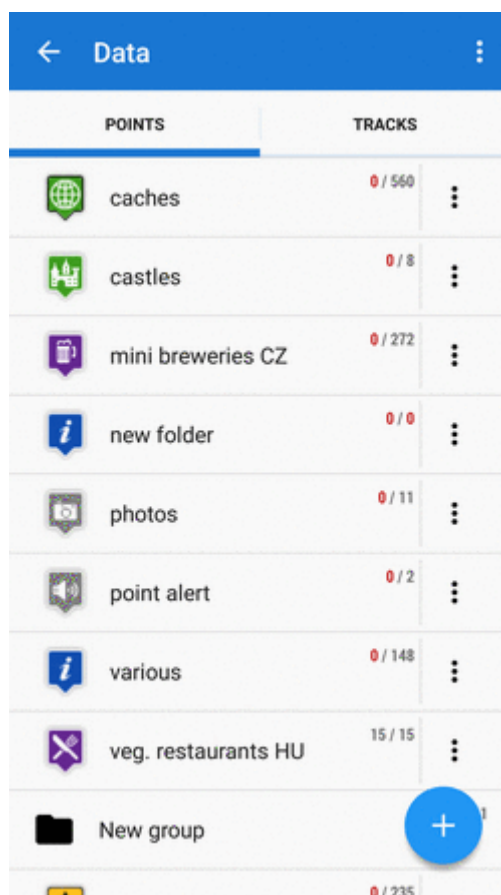
### How to add a folder to a group

- open edit menu of a folder
- select the group you want to put the folder into
- save

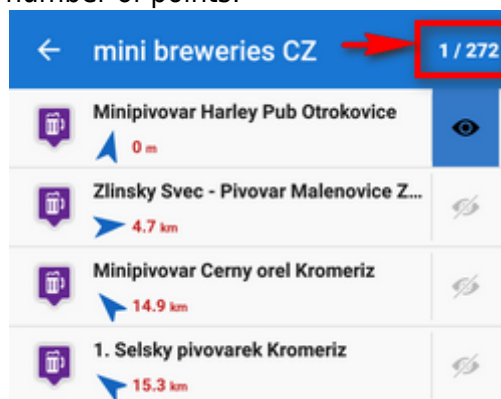
Data		
POINTS		TRACKS
 caches	0 / 557	⋮
 castles	0 / 8	⋮
 new folder	0 / 0	⋮
 photos	0 / 11	⋮
 point alert	0 / 2	⋮
 singlekras	0 / 0	⋮
 test	0 / 235	⋮
 various	1 / 148	⋮
 New group		

## Points Folder

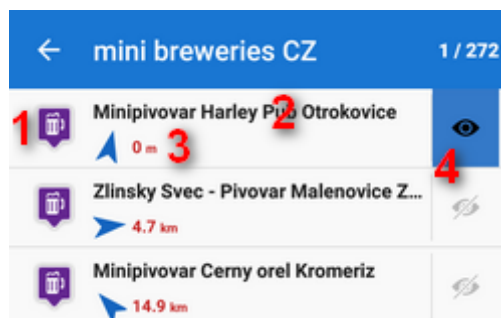
After tapping a folder name in the manager the points display in a vertical list:



Its **topbar** displays visible/total number of points:




Each **line** consists of:



- *icon* (1) - either the same as the folder in case the point is created by you or different in case the point is imported - **tapping the icon displays the point on map**
- *point name* (2) - tapping it opens a **point detail screen**
- *bearing and distance* (3) to the point from the current position of the map cursor




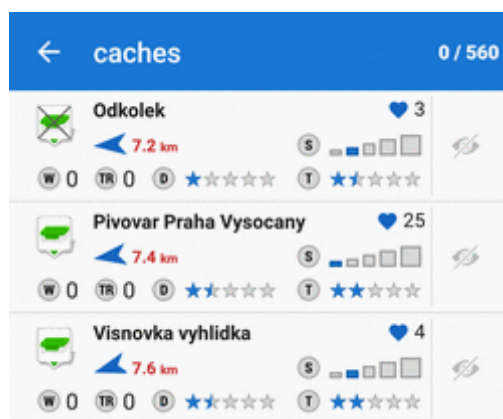
-  *visibility button* (4) - switches point in/visibility on the map - button is highlighted **blue** when the point is shown on map




## How to display points on map

### Single point

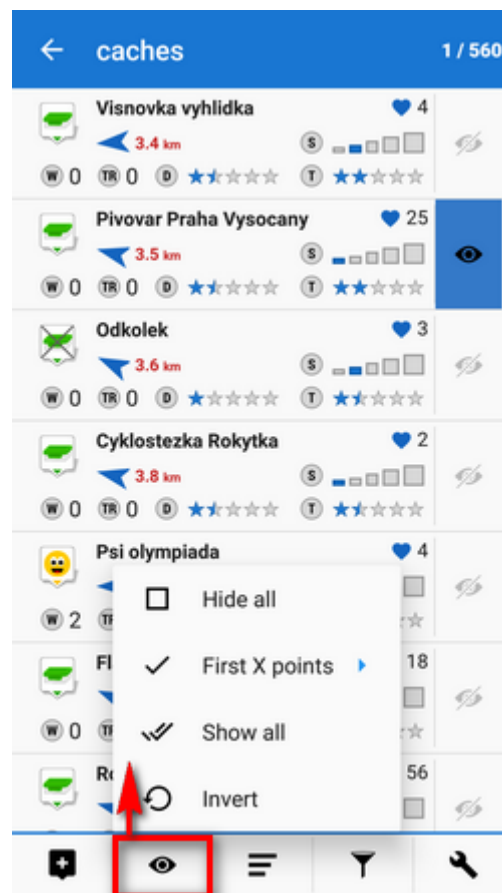
- tap the icon of the point in the point list  
OR
- tap the “eye” button  :



To remove the point from map (not from the database), tap  again.

### Multiple points

Use one of multiselecting options:

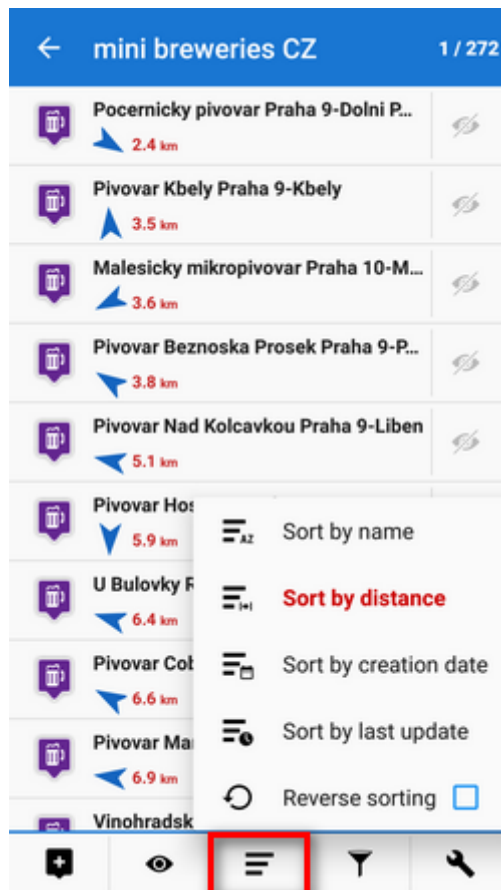


- *Hide all* - makes **all points** in the folder **invisible** on the map
- *First X points* - shows a **predefined number** of first points in the list (50, 100, 200... points)
- *Show all* - makes **all points** in the folder **visible** on the map
- *Invert* - inverts current selection, useful when you want to select almost all points except some. Select those and then invert the selection.



## How to sort points

There are several options:



- *Sort by name* - sorts points **alphabetically**
- *Sort by distance* - sorts points by **distance from actual map cursor position** (or **actual GPS position** when fixed and centered)
- *Sort by creation date* - sorts points by their **creation date/time**
- *Sort by last update* - sorts points by the **date/time of their last update**
- *Reverse sorting* - switches **sorting into reverse mode**

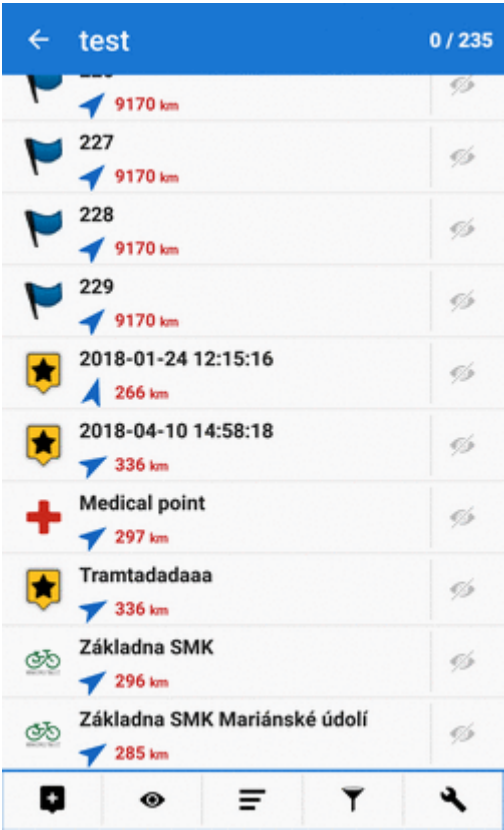


*Geocaching* - folders with geocaches contain this option for further sorting methods, see more in [Geocaching](#)

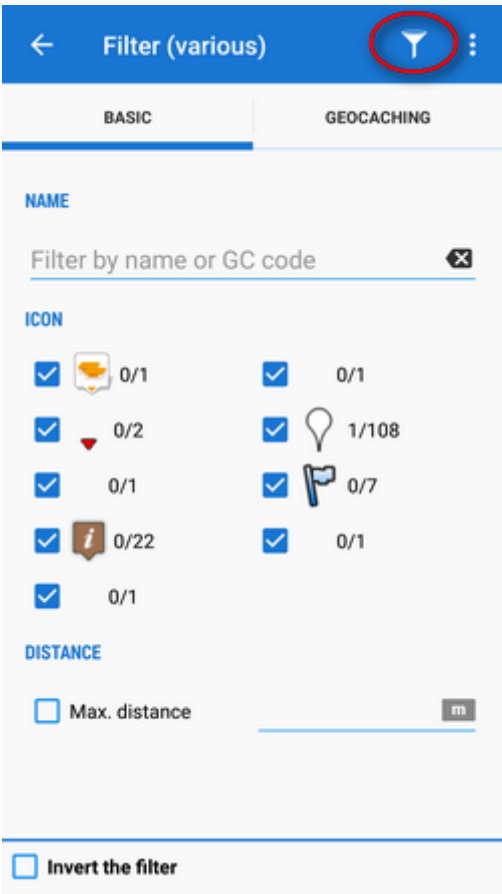


## How to filter points

- tap **filter button**
- select **criteria**
- tap  :



If the folder contains points with various icons, it is possible to filter by icons too:



The filter dialog window content changes according to the type of points the folder contains but basic categories are following:

- *Name* - filtering based on a given string of characters - fulltext check
- *Max. distance* - filters points according to maximum distance from current map screen center.
- *Invert the filter* - inverts the filter settings

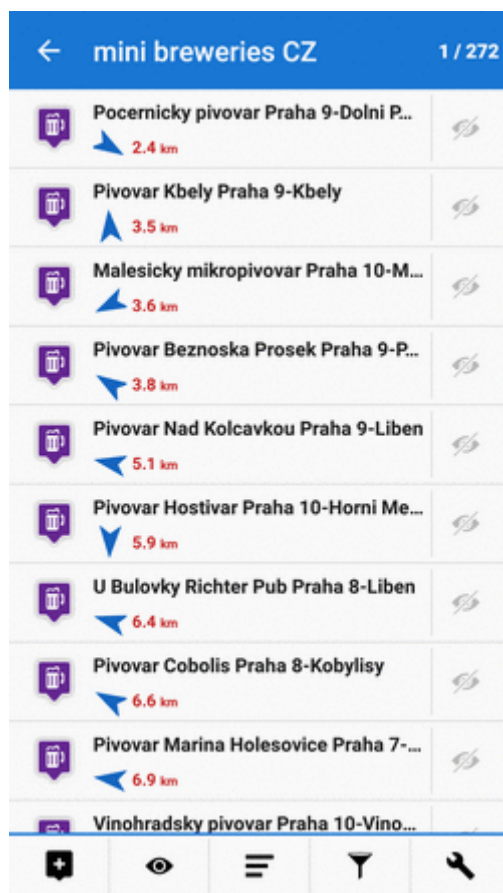


*Geocaching tab* - contains further filtration methods, see more in [Geocaching](#)

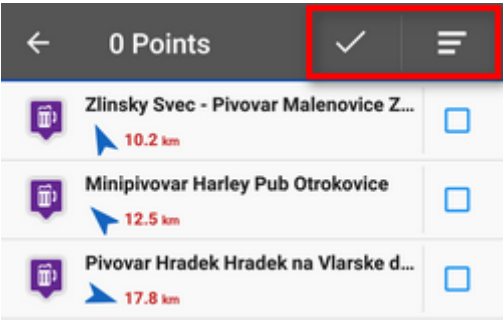


## Copying, moving, deleting etc.

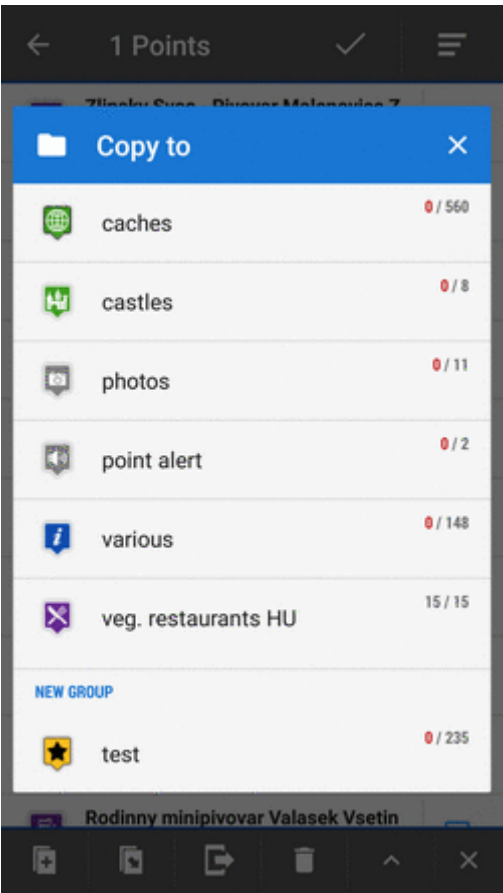
More managing tools can be found under the **tools button**:



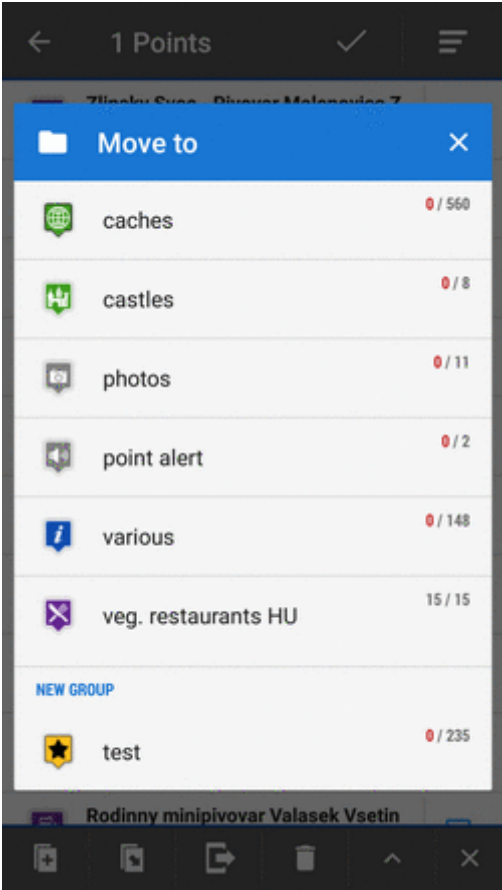
To apply a tool to points, **select points** by checking single ones or use multi-select and sorting in topbar:



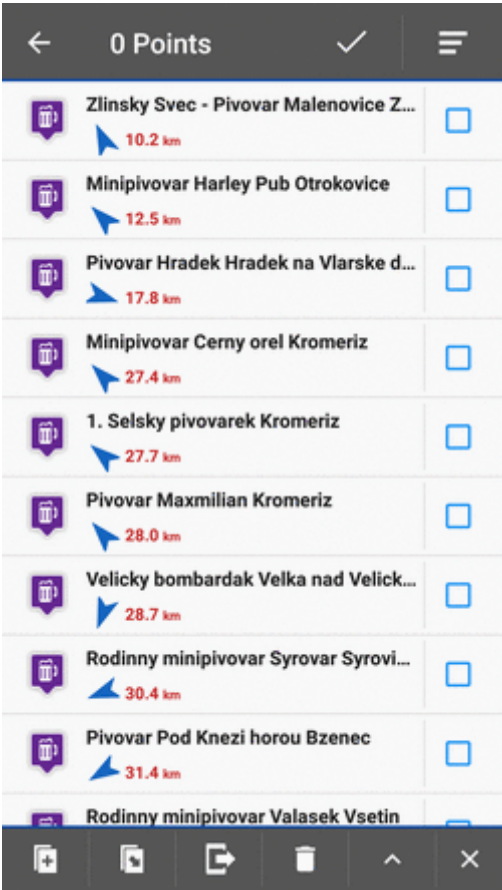
Copying



Moving

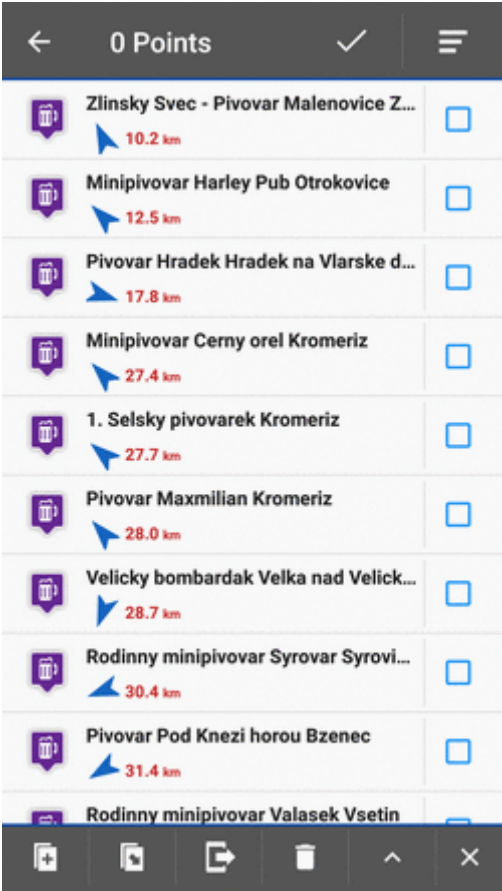


Exporting



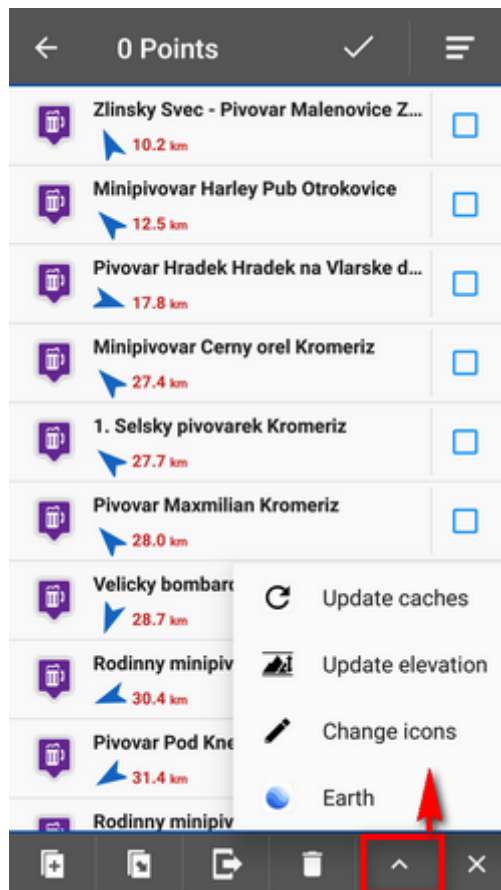
[More details about exporting points >>](#)

Deleting



Other tools

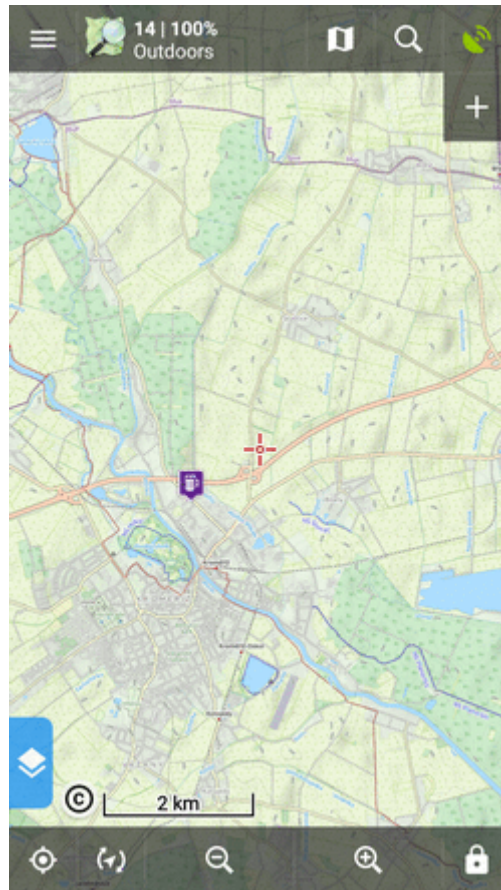




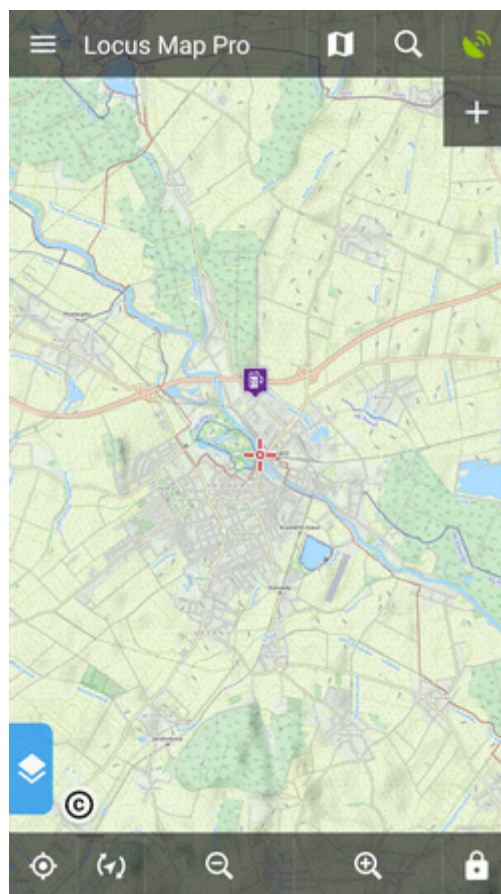
- *Update elevation* - updates elevation of selected points with downloaded SRTM data
- *Change icons* - changes icons of selected points
- *Earth* - exports selected points into [Google Earth](https://www.google.com/earth/) if it is installed on the same device
- a few *geocaching tools* if the folder contains geocaches - *Update caches*, *GC Offlinizer* or *Load GC Vote*, see more in [Geocaching](https://docs.locusmap.eu/geocaching)
- **X** - **cancels Tools menu screen**

## Point Map Label

Appears when you **move the map cursor across the point icon** on map:

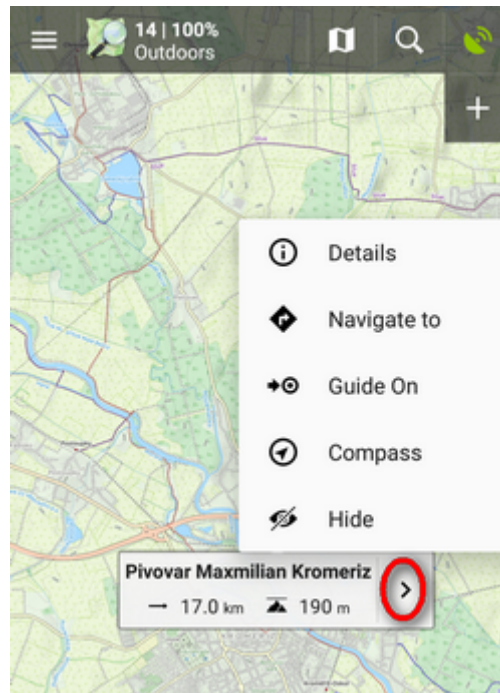


OR when you **tap a point**:

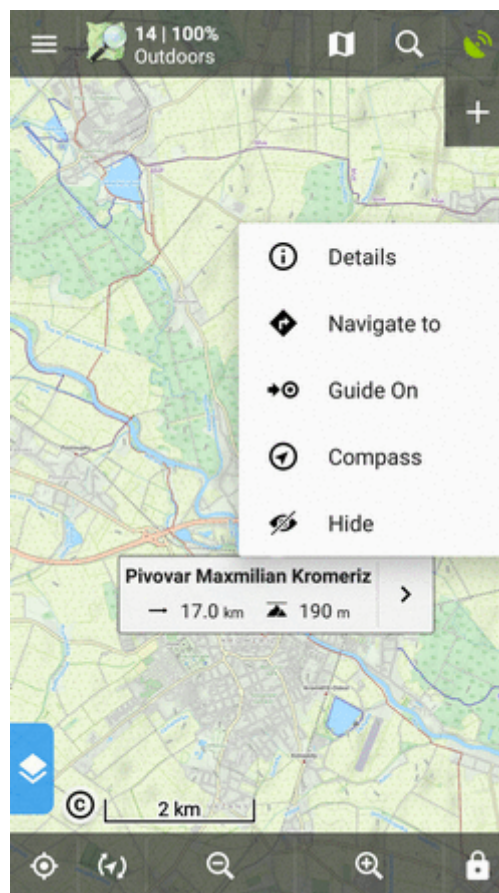


In default settings, it contains the point **name**, **distance** from current position, **elevation** (if relevant

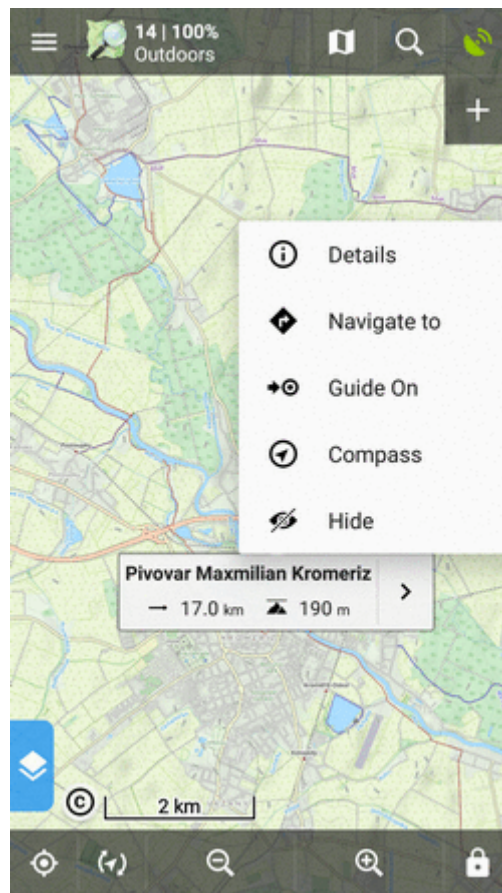
data are available), a thumbnail of attached **image** (if there is any) and **>** **context menu**:



- *Point detail* - shows **detailed information about the point** (displays also when you **tap the label itself**)

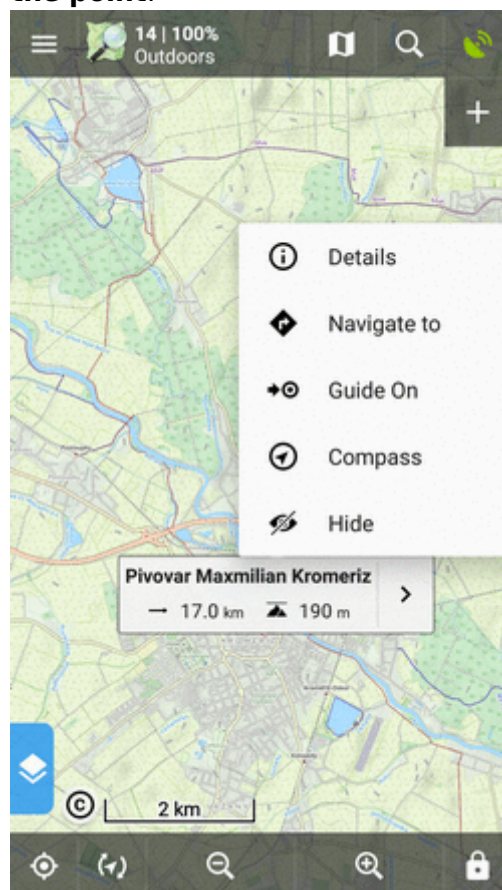


- *Navigate to* - opens the navigation dialog to calculate **route to the point**:



See more in [Navigation](#).

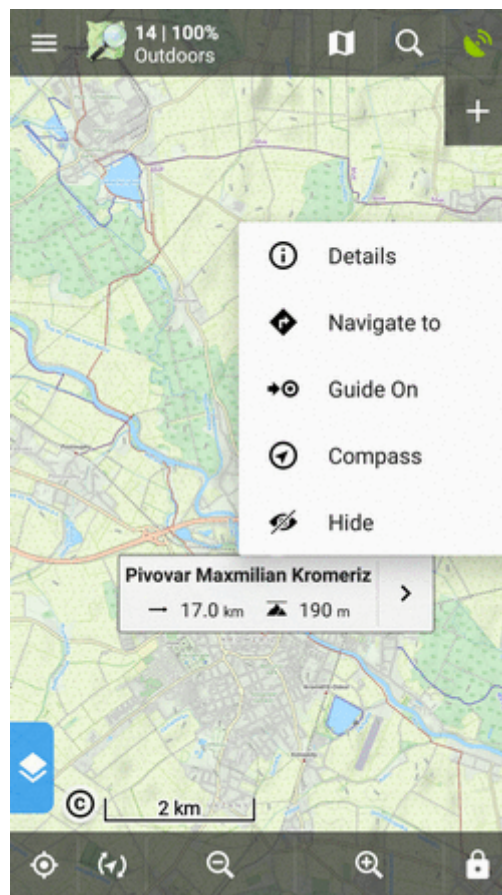
- *Guide on* - starts **guiding to the point**:



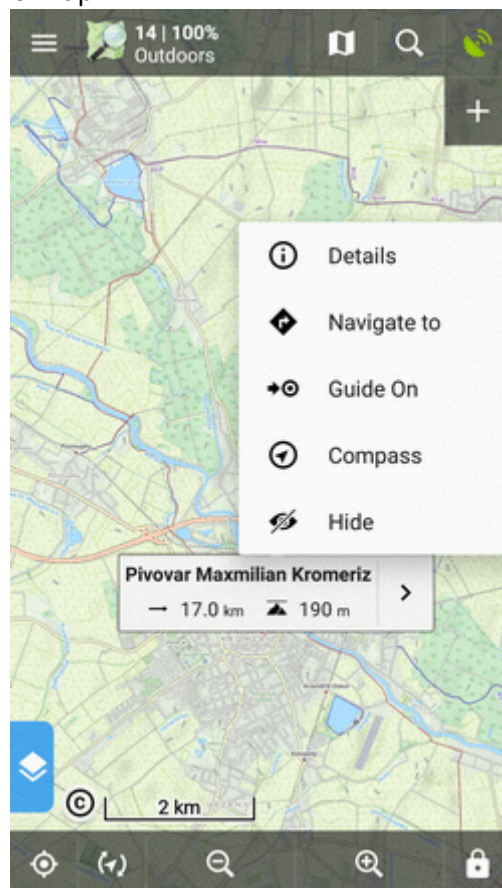


See more in [Guidance](#).

- *Compass* - opens the **compass screen** and starts **guiding to the point showing its azimuth and distance**:



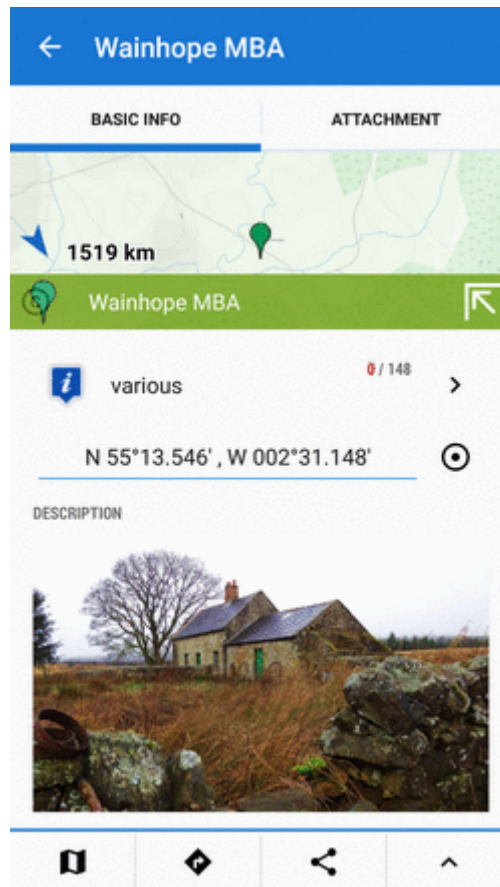
- *Hide* - hides the point from the map:



Tapping the label launches the Point Detail Screen:

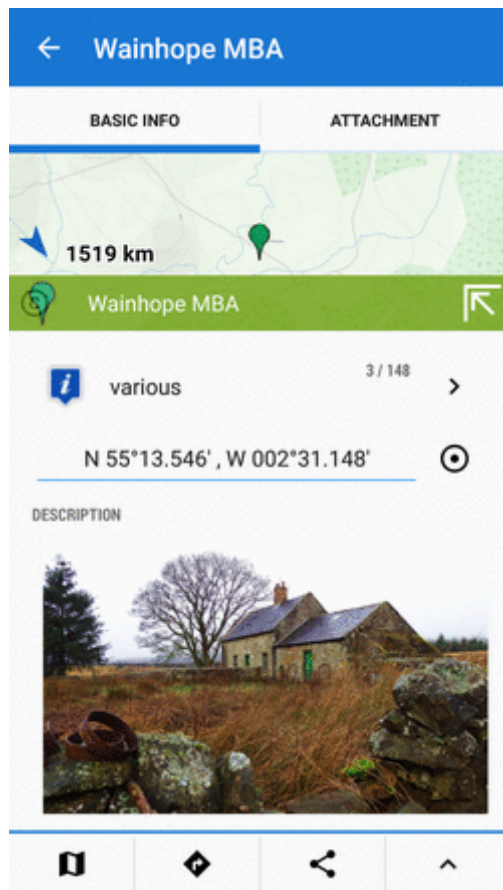
## Point Detail Screen

Contains all information considering a point:

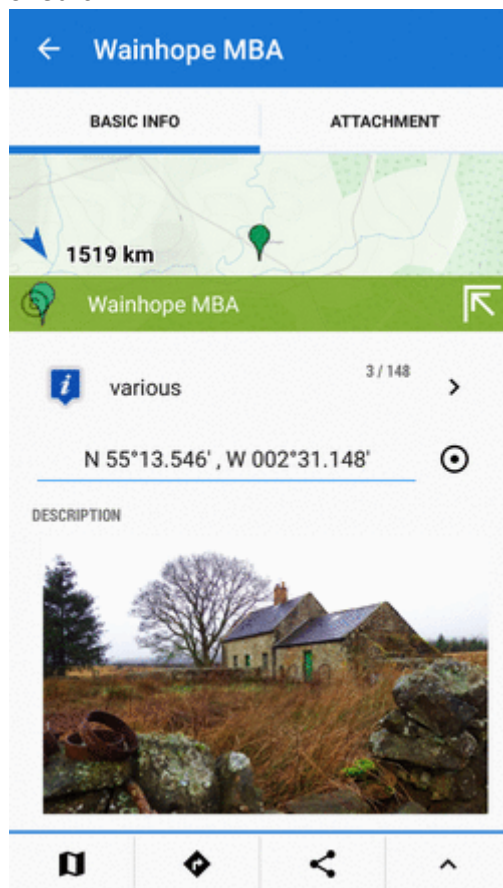



### Basic info

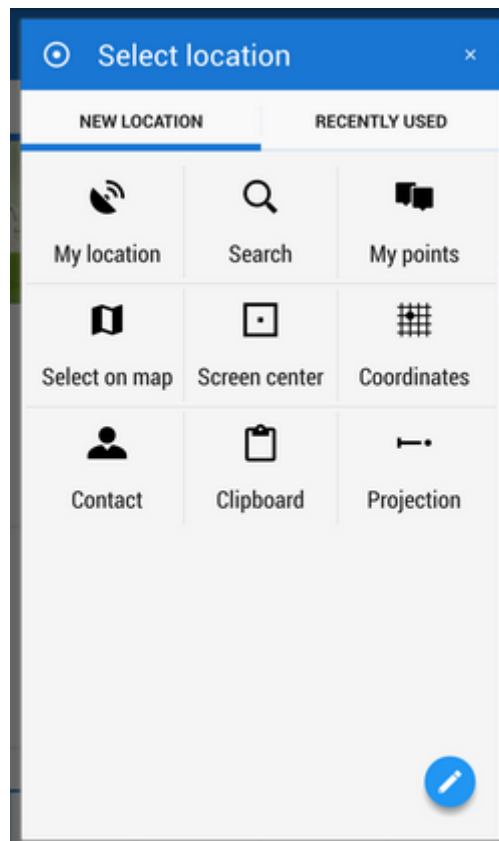
- *map preview* of the point. Tap to display it centered on the map screen:



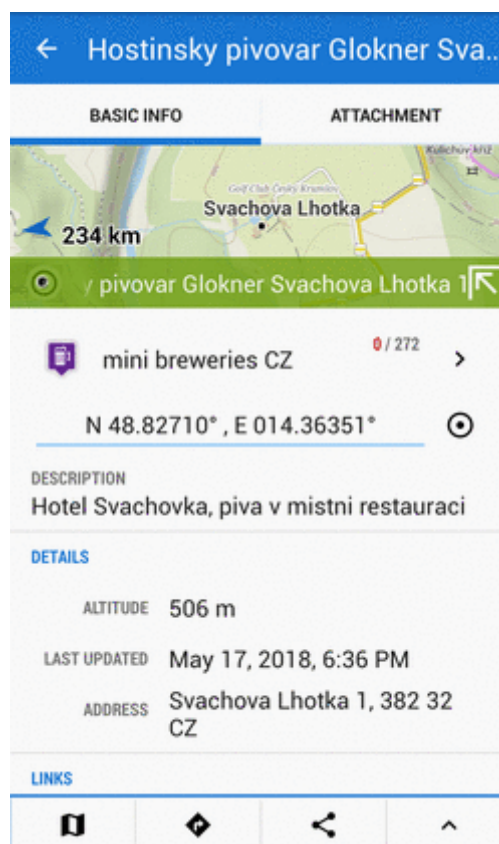
The map preview can be switched off:



- *point folder icon and name*, number of visible/all points in folder, ">" leads to the folder.
- *point coordinates* and  *location selector* - tapping the coordinates opens a popup for editing coords and coordinate system. *Location selector* can change location of the point by several methods:




- *description, photos, date of creation, address, altitude, links, phone etc.* - all can be edited from the bottom bar tool menu:





## Attachments



Contains list of attached files. To add some, tap  in the topbar:


- *take a photo* - takes a picture with your phone or tablet camera
- *select a photo* - selects a photo in your phone memory - the attached photo can be used as the **point icon** - tap the menu next to the photo and select **Set as icon**
- *record an audio* - makes a voice recording by the phone or tablet microphone
- *select an audio* - attaches an audio file from your phone memory
- *shoot a video* - makes a video recording by the phone/tablet camera
- *select a video* - attaches a video from your phone memory
- *select other files* - selects other files in your phone memory to attach to the point

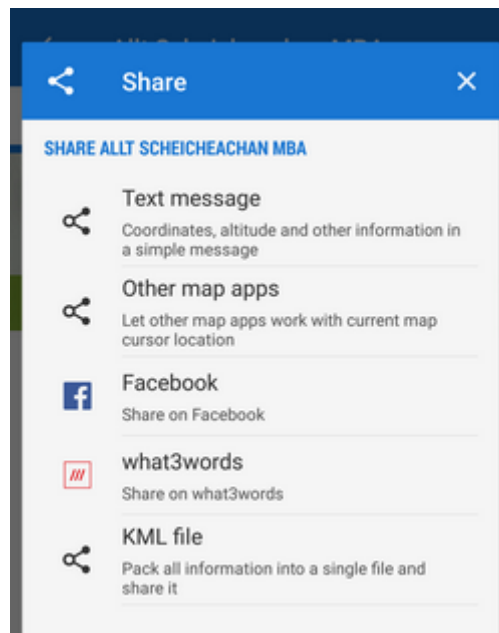
## Tools menu

-  *map switch* - centers the map at the point
-  *navigation* button - opens a menu of navigating tools available within Locus or other navigation apps installed in your device.



Android OS offers an internal system where each application “registers itself” as a receiver of certain information - in this case **coordinates**. Locus Map tests all applications in your device and if they are able to receive coordinates they are listed in this menu.

- *Navigate to* - opens the navigation dialog to calculate route to the point. See more in [Point-to-point Navigation](#).
  - *Compass* - opens the [compass screen](#) and starts [guiding to the point](#) showing its azimuth and distance
  - *Guide on* - starts guiding to the point. See more in [Guidance to a point](#)
-  *Share options and add-ons*
  - opens a menu of installed add-ons (e.g. [Geocaching4Locus](#) addon) and [point sharing options](#):



More about particular sharing options [HERE >>](#)

-  *point management button*

- offers editing (name, description), copying, moving, [exporting](#), hiding (removing from the map) and deleting the point (erasing from the point database - **this action cannot be reversed!**)

From:  
<https://docs.locusmap.eu/> - Locus Map Classic - knowledge base

Permanent link:  
[https://docs.locusmap.eu/doku.php?id=manual:user\\_guide:points:management&rev=1527774767](https://docs.locusmap.eu/doku.php?id=manual:user_guide:points:management&rev=1527774767)

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