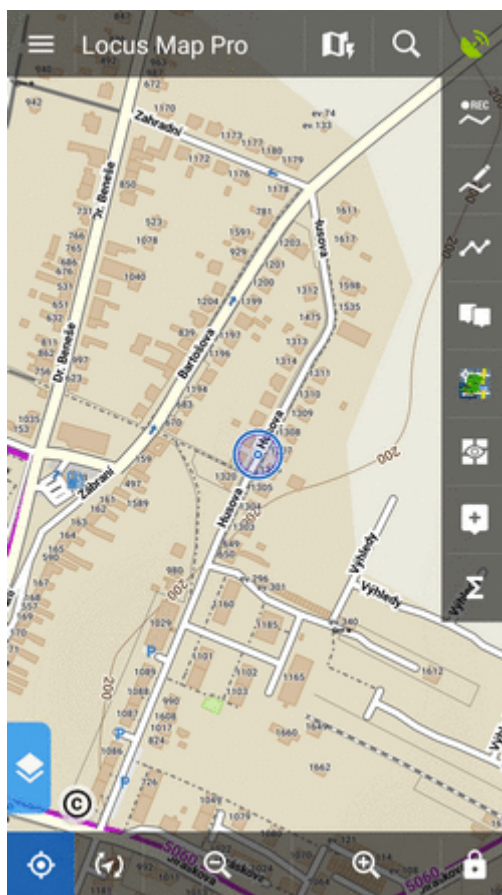# Points Management

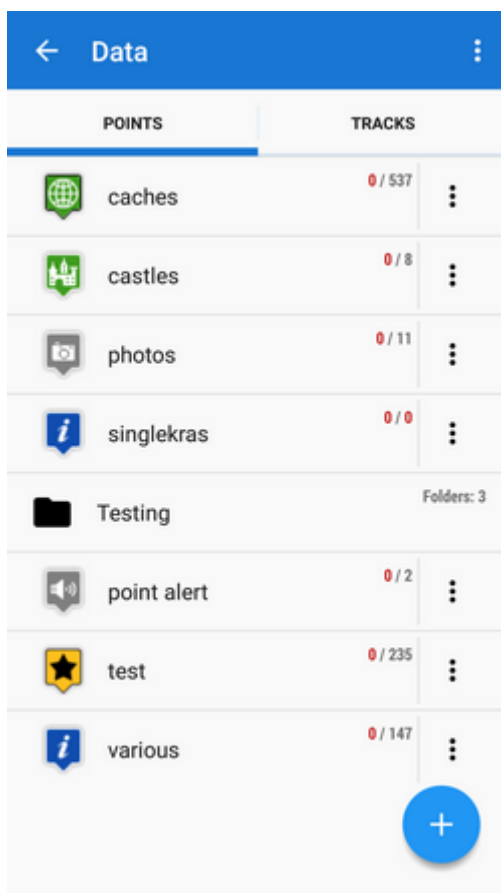All user points in Locus Map are managed in **Points manager**. It can be accessed:

- from the **main menu**:



- from **Functions panel**:

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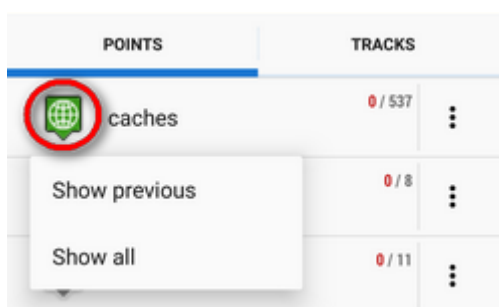Folders can be put into **groups**:

# Folders

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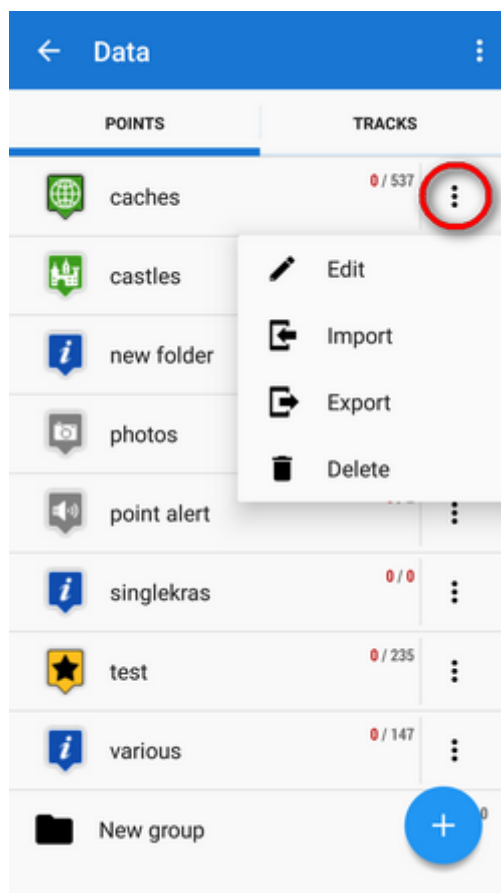
and and ⋮ **action menu button** (4):



**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:
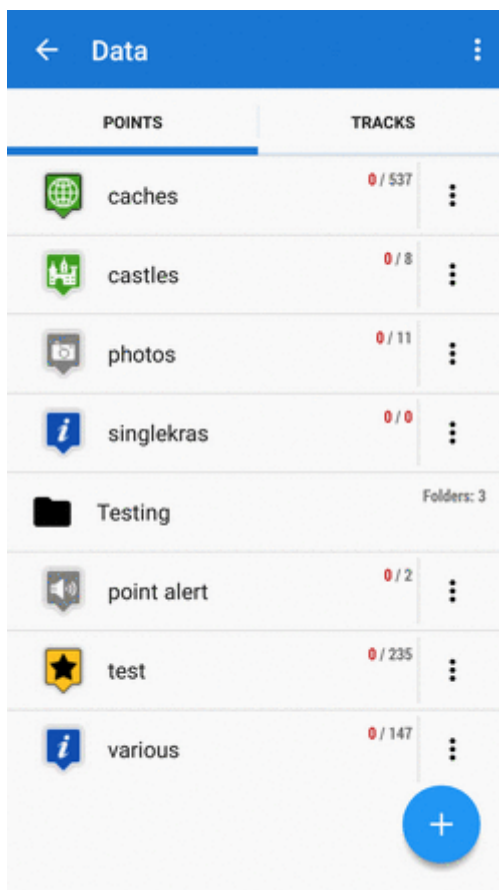
⋮ **action menu button** (4):



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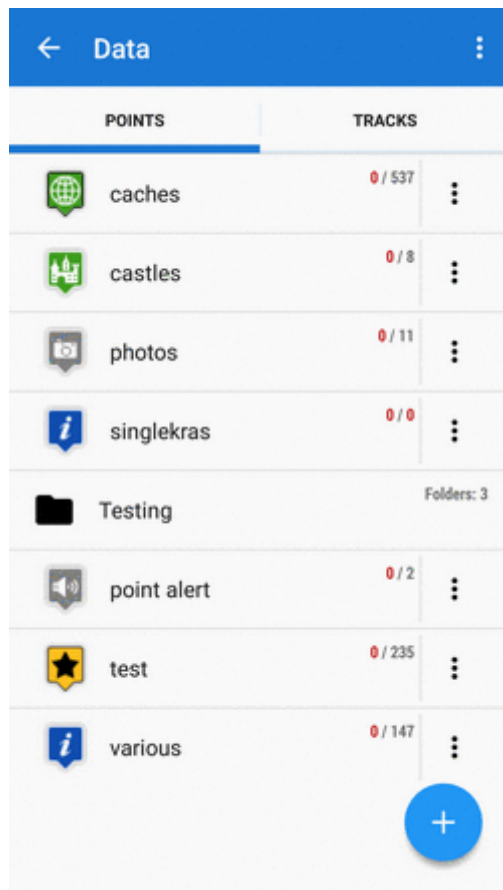
- select **icon** (optional - select from Locus style and Garmin style icons) and **name** the folder
- set style and behavior of **point labels** on map screen (optional)
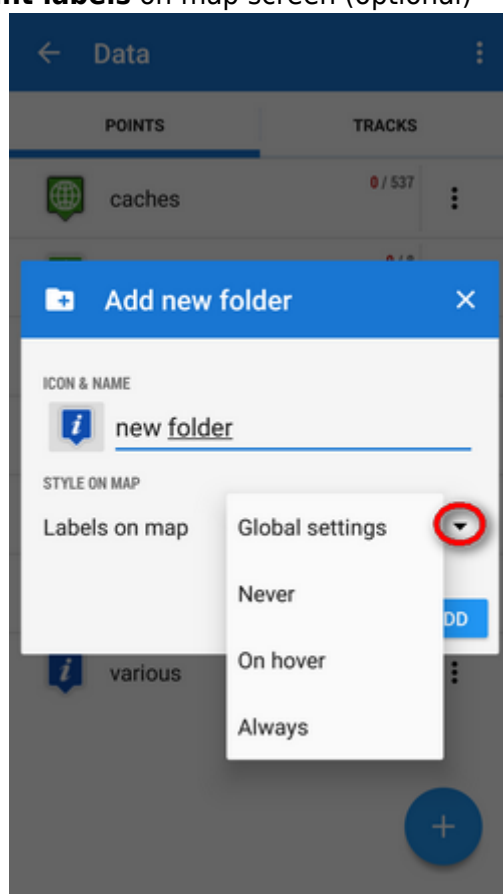


*Global settings* - the point labels/screens behavior submits global settings made in Settings > Maps > Points&Tracks; *Never* - point labels are activated only by tapping the points; *On hover* -

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**
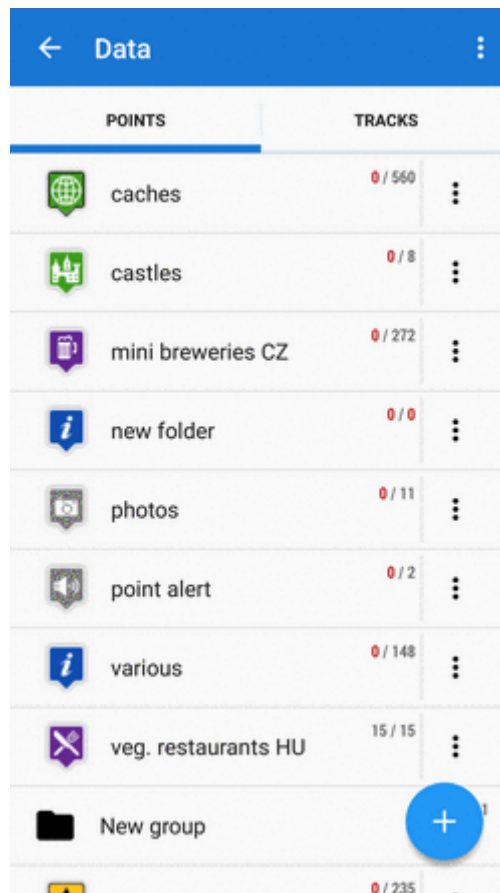- tap + and create a new group
- new group appears in the point manager:
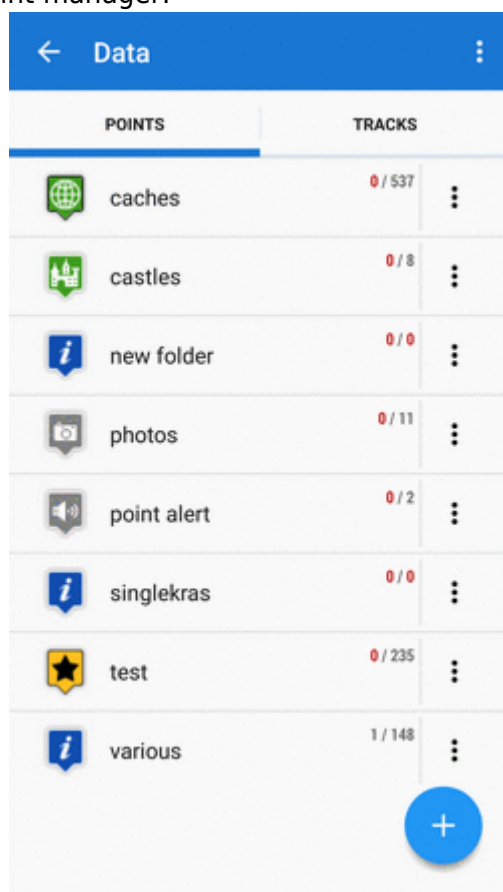


## How to add a folder to a group

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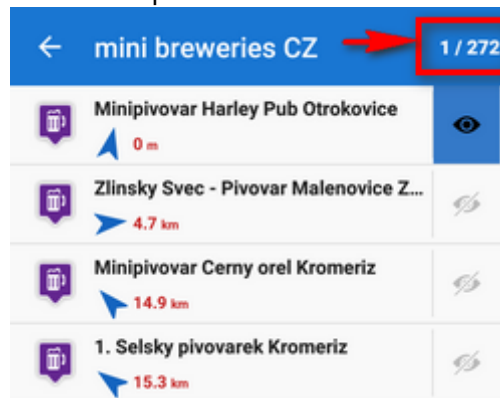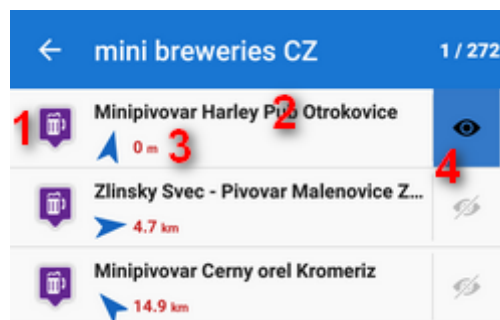- select the group you want to put the folder into
- save

# 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**
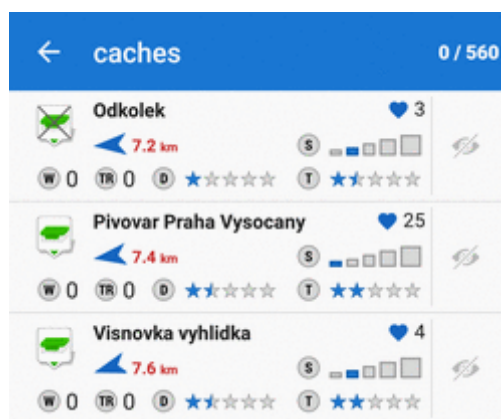- *bearing and distance* (3) to the point from the current position of the map cursor

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



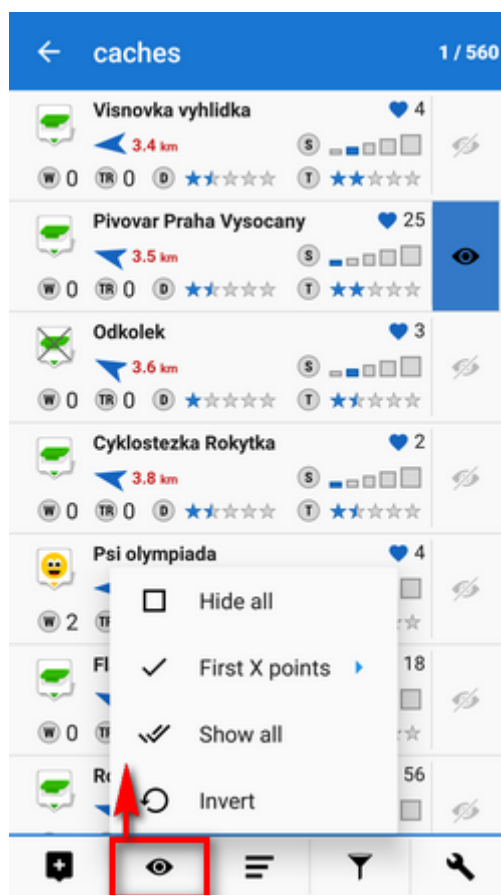## How to display points on map

### 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:
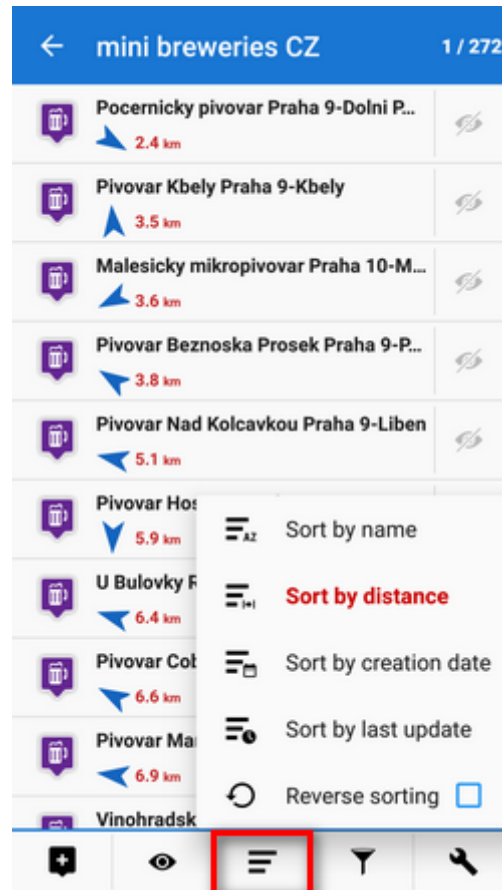
- *Sort by name* - sorts points **alphabetically**
- *Sort by distance* - sorts points by **distance from actual map cursor position** (or **actual GPS position** when fixed and centered)
- *Sort by creation date* - sorts points by their **creation date/time**
- *Sort by last update* - sorts points by 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**
    - **name** - filter out points based on a given string of characters - fulltext check
    - **icon** - filter out points with particular icons
    - **date** - filter out points created in particular term from-to
    - **max. distance** - define maximum distance of filtered points from the map cursor
    - **invert the filter** - inverts the filter settings
- tap **FILTER**:

ℹ️ *Geocaching tab* - appears when geocaches are filtered. Contains further filtration methods specific for geocaching, see more in Geocaching

**Save filter for later use**

With saved filter you do not have to set it up again every time you need it. All is done in the filter manager:

Saved filters can be overwritten by newer settings or deleted:



You can quickly apply saved filter when displaying a whole folder of points:

## Copying, moving, deleting etc.

More managing tools can be found under the **tools button**:
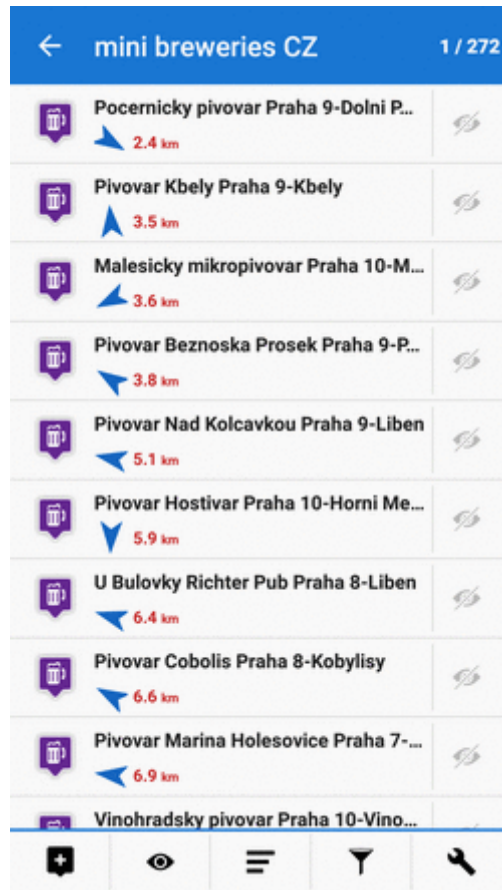
To apply a tool to points, **select points** by checking single ones or use multi-select and sorting in topbar:



**Copying**
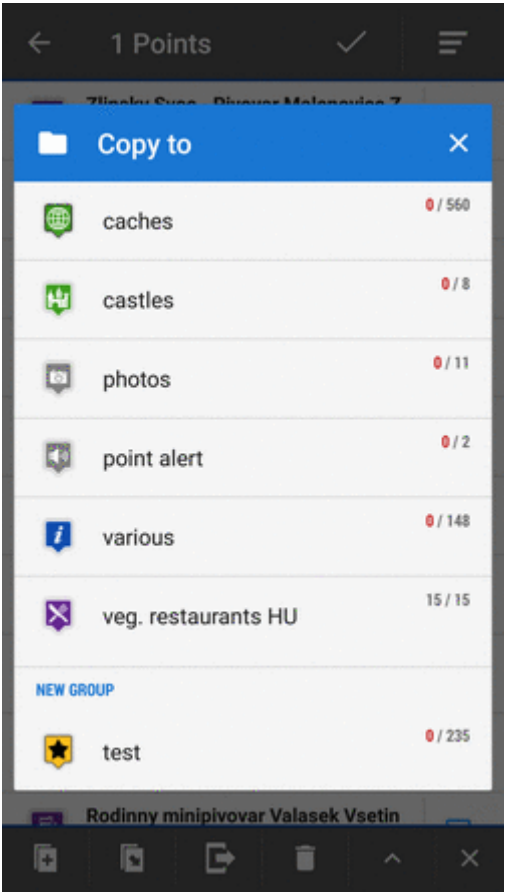
## Moving
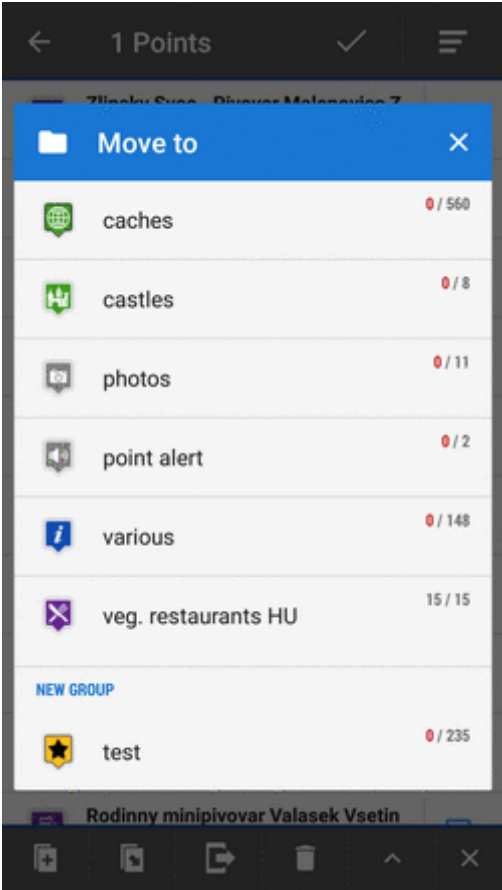
**Exporting**
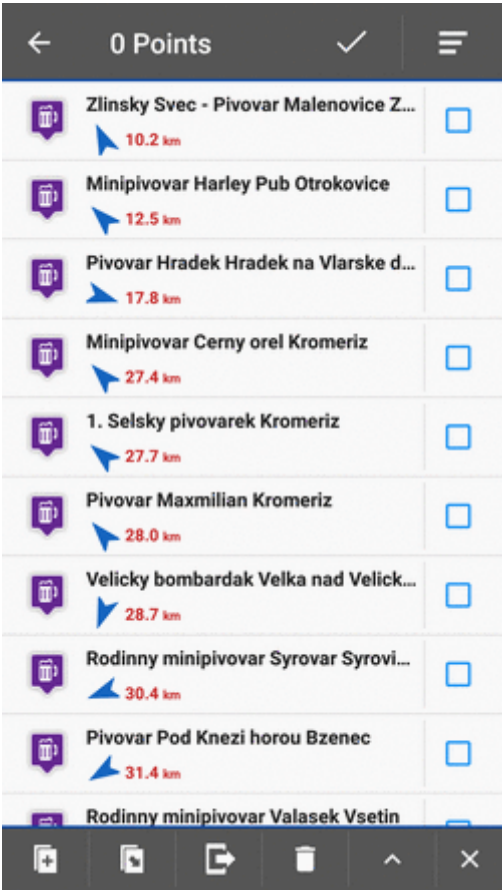


[More details about exporting points >>](https://docs.locusmap.eu/)

## Deleting
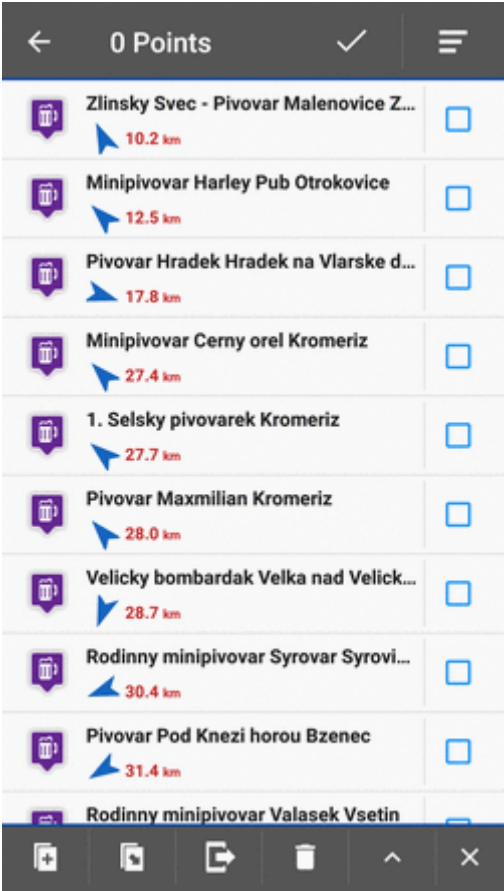


## Other tools
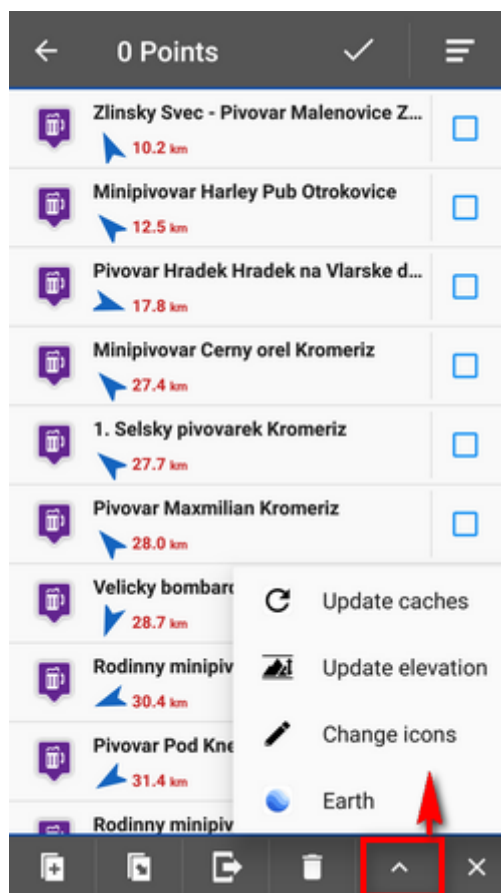
- *Update elevation* - updates elevation of selected points with downloaded SRTM data
- *Change icons* - changes icons of selected points
- *Earth* - exports selected points into Google Earth if it is installed on the same device
- a few *geocaching tools* if the folder contains geocaches - *Update caches, GC Offlinizer* or *Load GC Vote*, see more in Geocaching
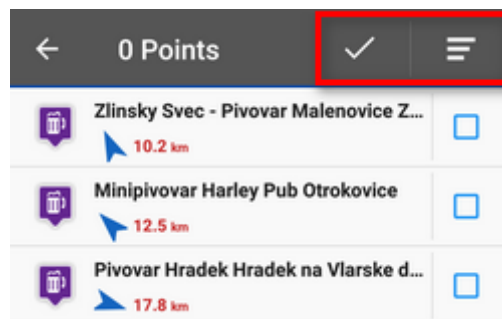
- ✕ - **cancels Tools menu screen**

# Point Map Label

Appears when you **move the map cursor across the point icon** on map:
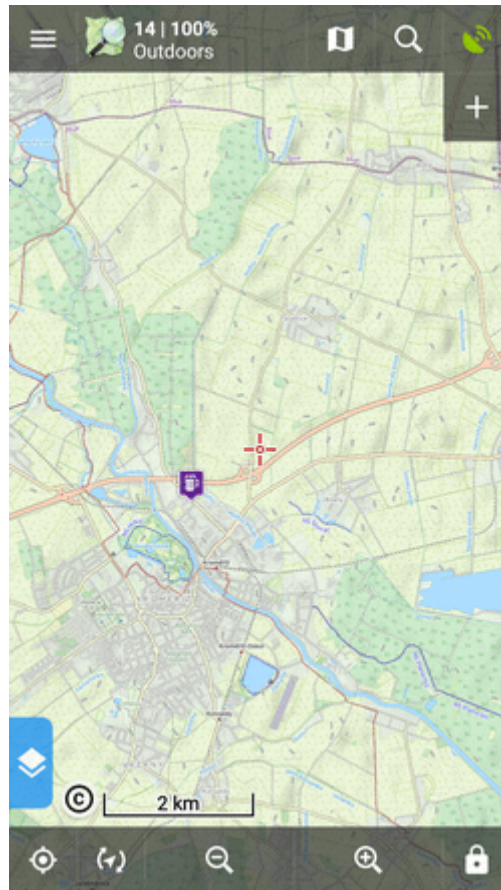
OR when you **tap a point**:
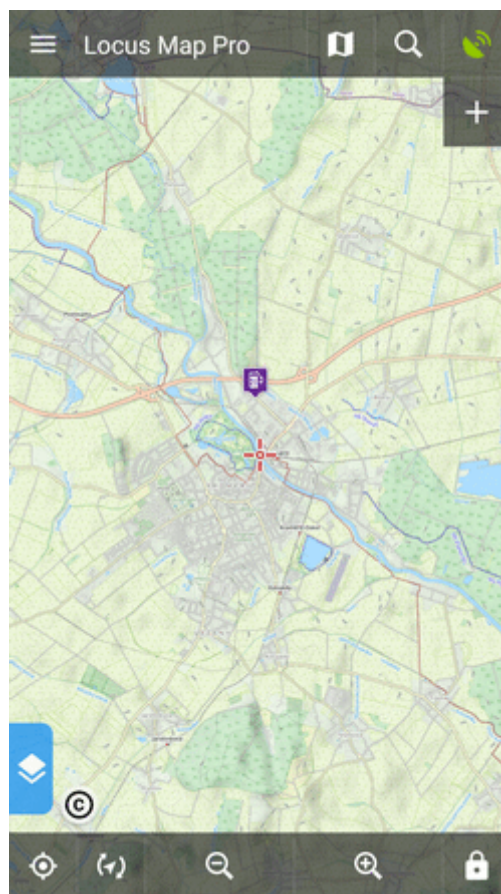
In default settings, it contains the point **name, distance** from current position, **elevation** (if relevant

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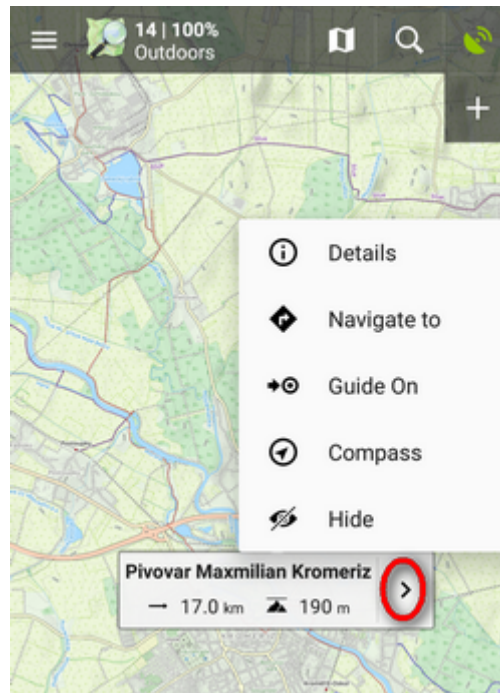


- *Point detail* - shows **detailed information about the point** (displays also when you **tap the label itself**)
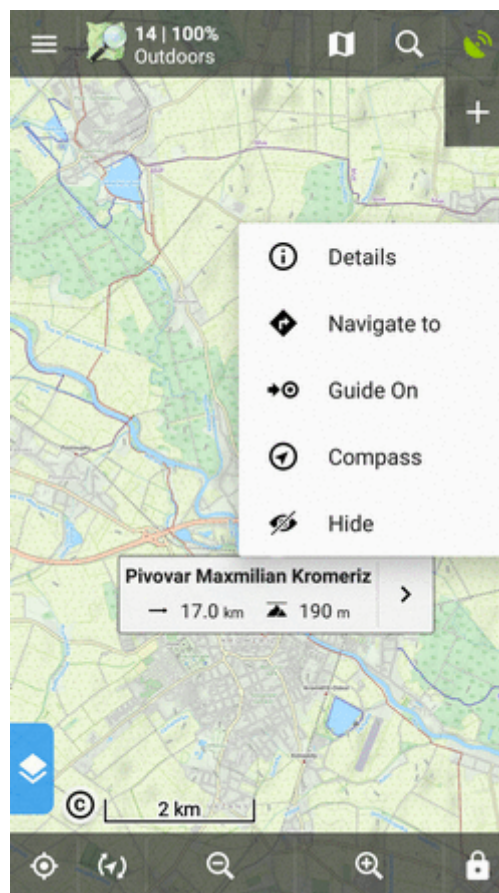


- *Navigate to* - opens the navigation dialog to calculate **route to the point**:
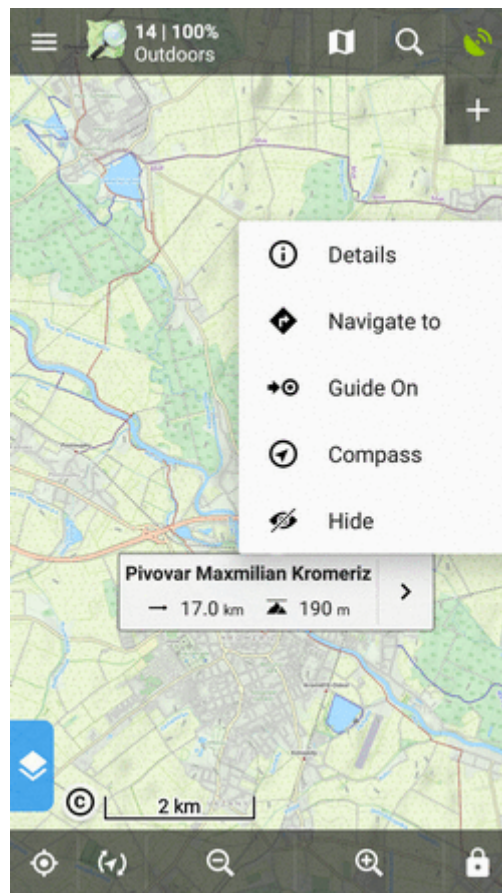
See more in **Navigation**.
- *Guide on* - starts **guiding to the point**:
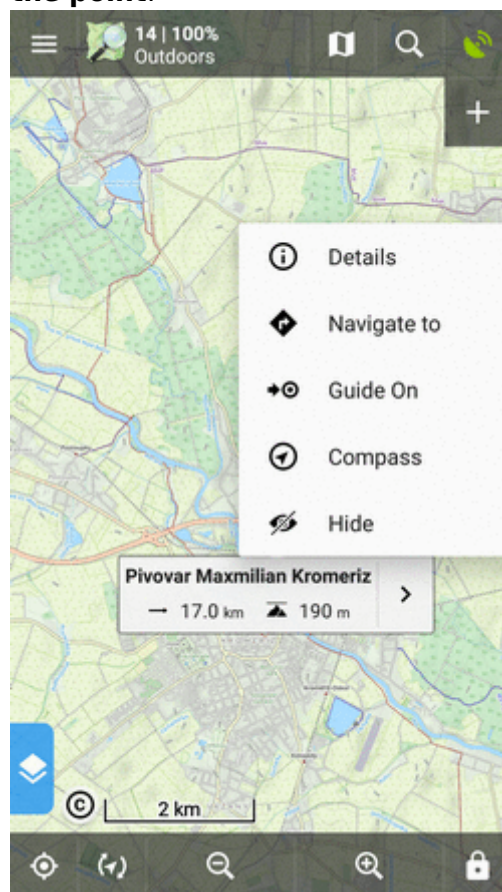
See more in **[Guidance](#)**.

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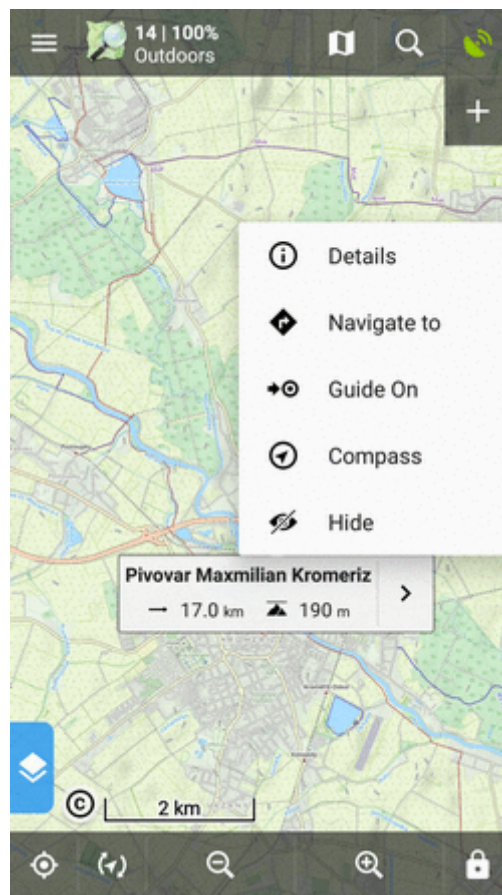


- *Hide* - hides the point from the map:

Tapping the label launches the Point Detail Screen:

# Point Detail Screen

Contains all information considering a point:
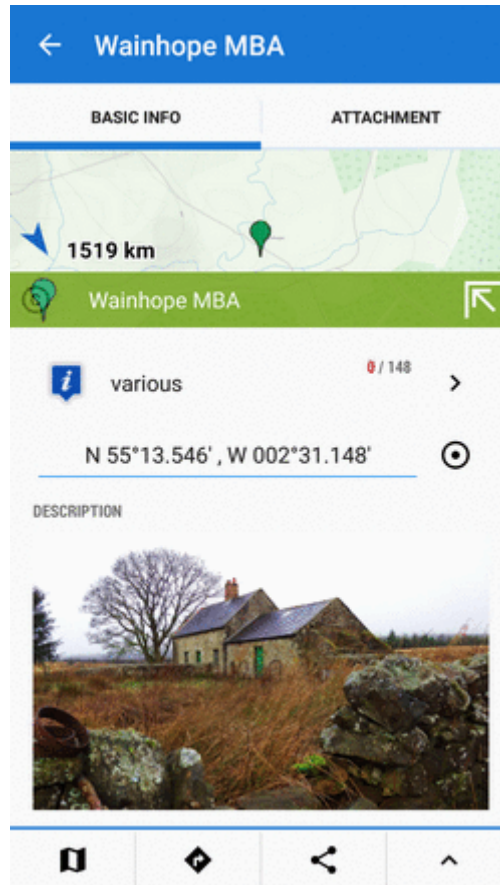


## Basic info

- *map preview* of the point. Tap to display it centered on the map screen:
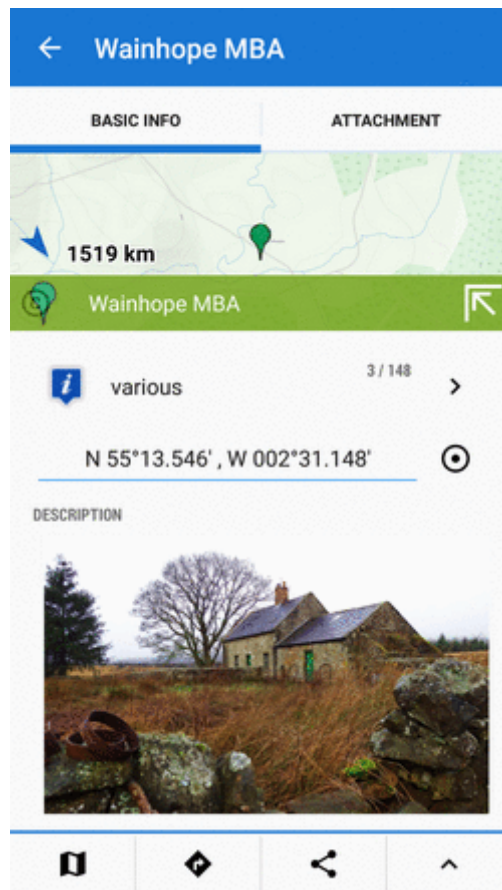
The map preview can be switched off:
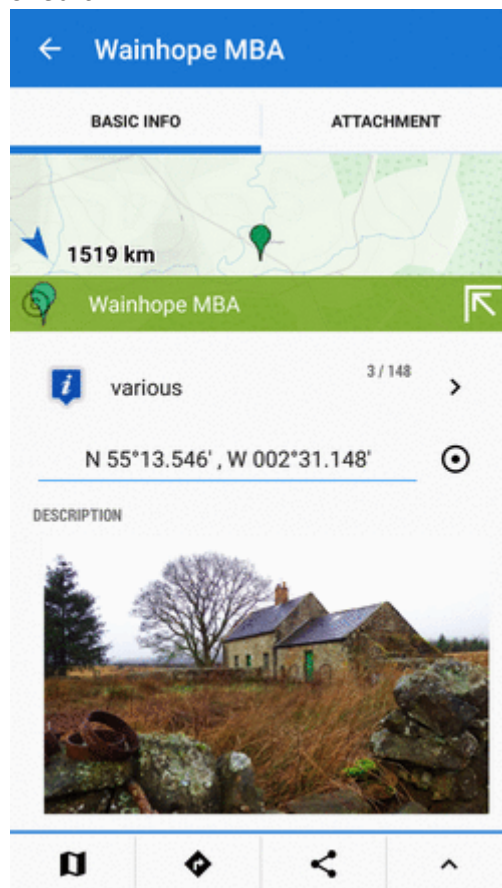


- *point folder icon and name*, number of visible/all points in folder, ">" leads to the folder.

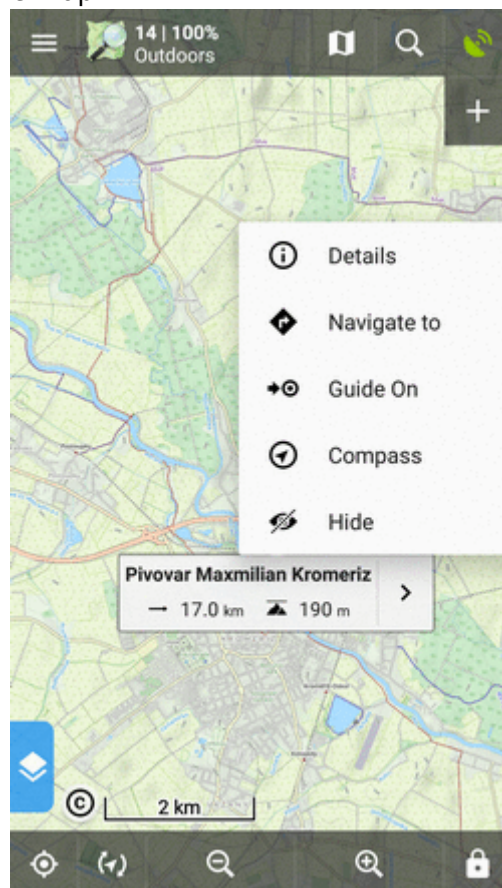- *point coordinates* and ⊙ *location selector* - tapping the coordinates opens a popup for editing coords and coordinate system. Location selector can change location of the point by several methods:
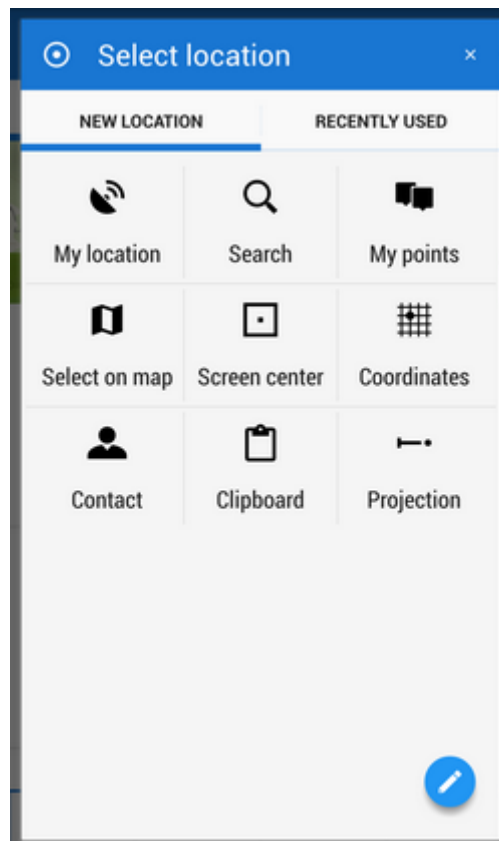
- *description, photos, date of creation, address, altitude, links, phone* etc. - all can be edited from the bottom bar tool menu:
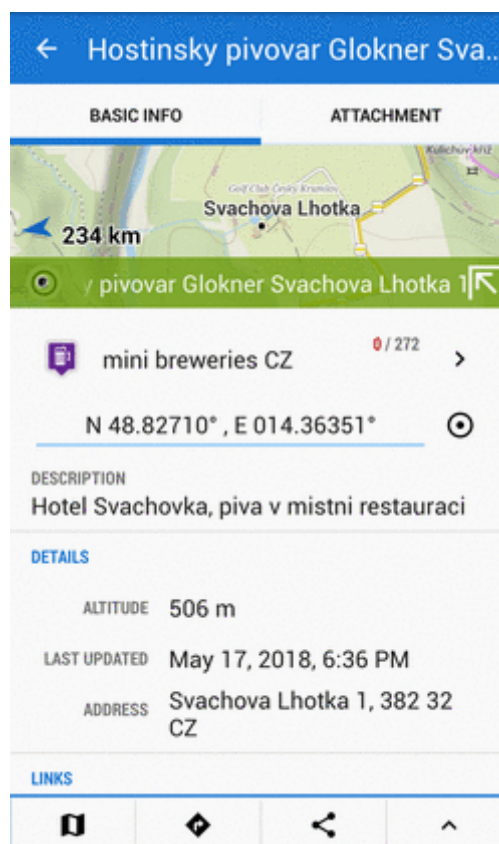


## Attachments

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**
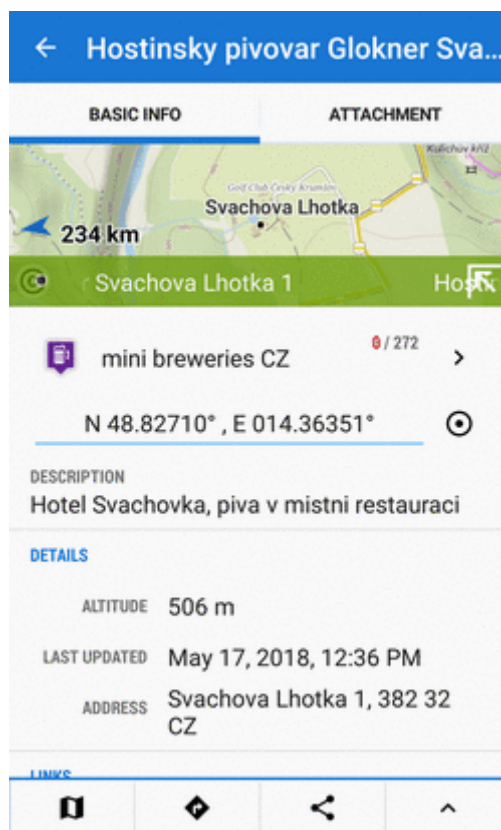- *record an audio* - makes a voice recording by the phone or tablet microphone
- *select an audio* - attaches an audio file from your phone memory
- *shoot a video* - makes a video recording by the phone/tablet camera
- *select a video* - attaches a video from your phone memory
- *select other files* - selects other files in your phone memory to attach to the point

## Tools menu

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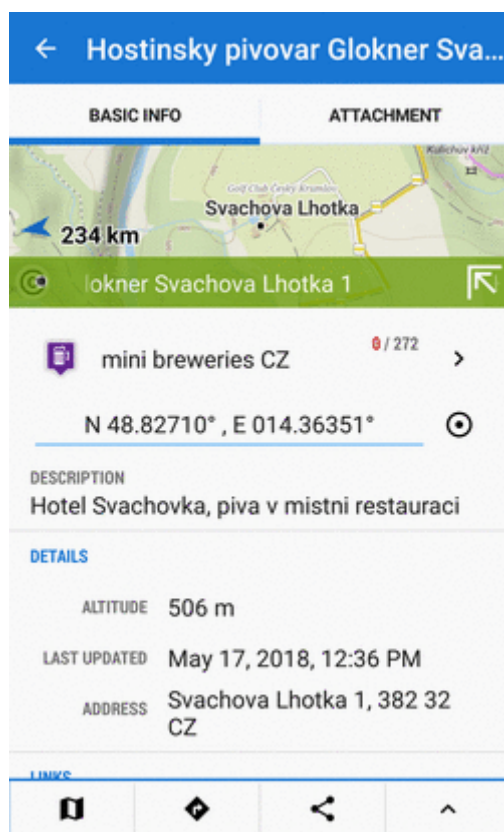
-  *navigation* button - opens a menu of navigating tools available within Locus or other navigation apps installed in your device.

  > 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:
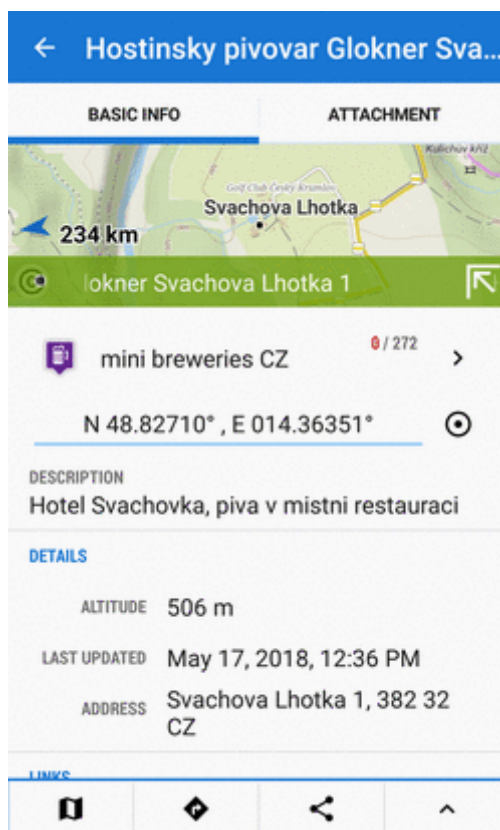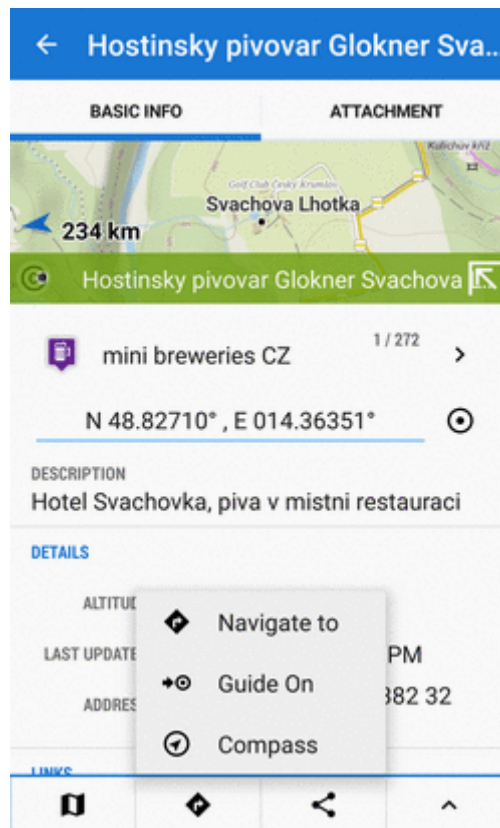
See more in Point-to-point Navigation.
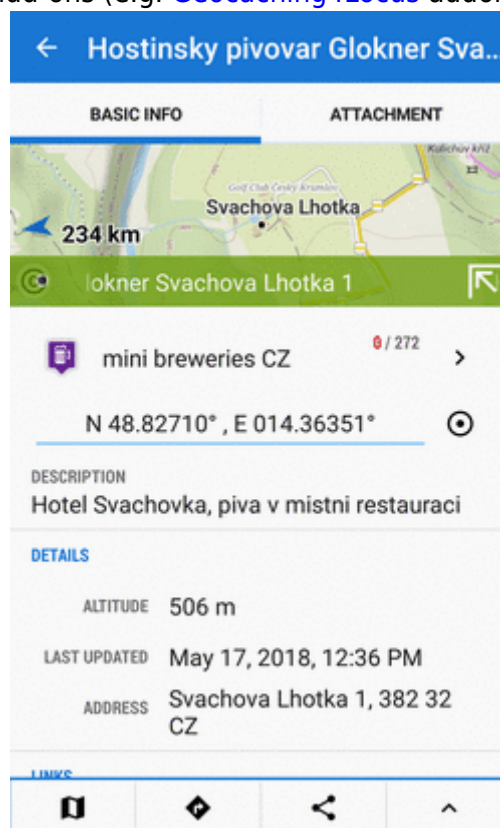
- Guide on - starts guiding to the point:
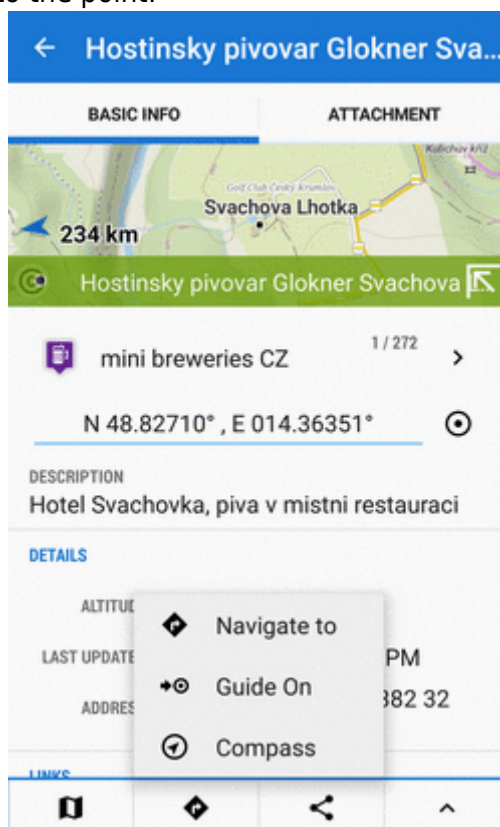


See more in Guidance to a point

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

- ⬩ *Share options and add-ons*
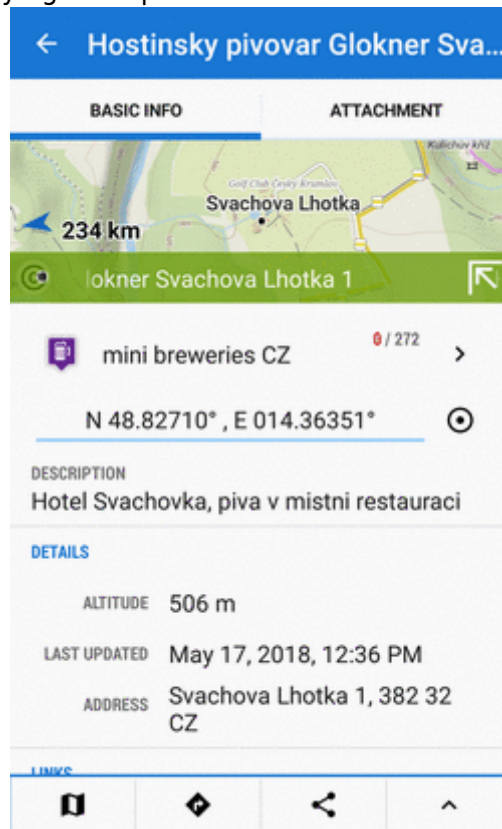  - opens a menu of installed add-ons (e.g. Geocaching4Locus addon) and point sharing options:



  More about particular sharing options HERE >>

- ⌃ *more options*

- offers the same editing/copying etc. options as the folder tool menu: