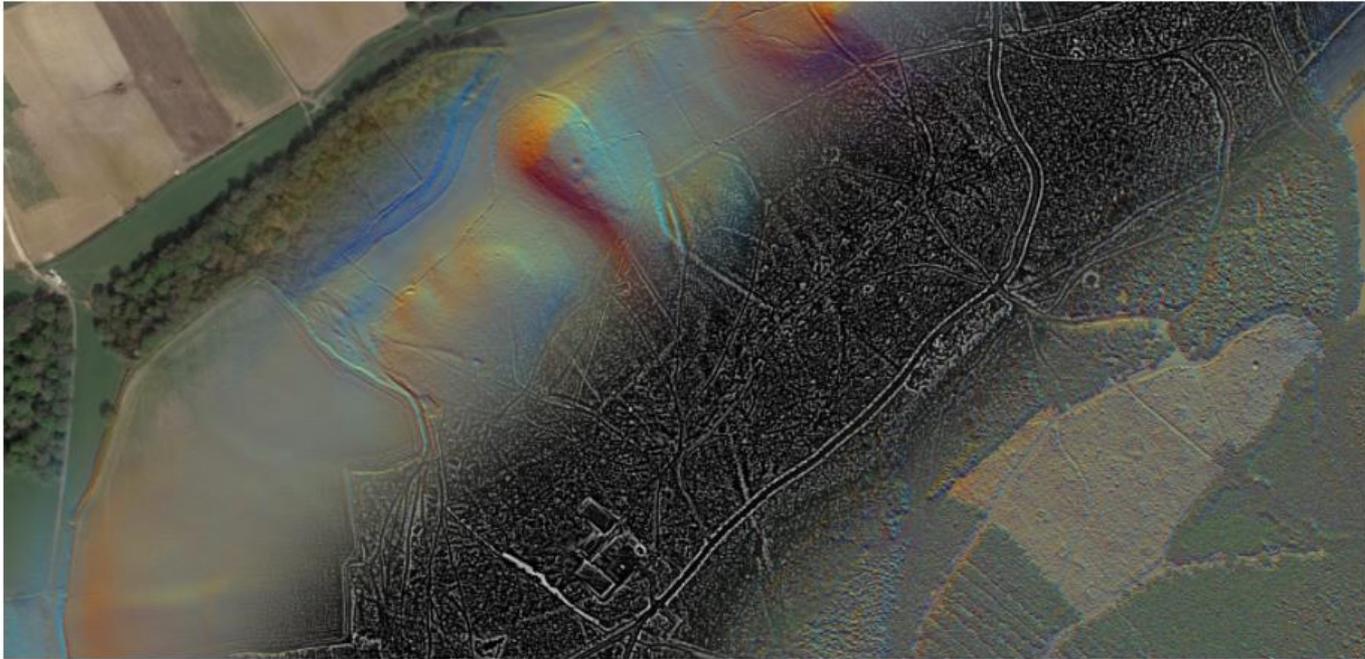


# How to Register

[Home](#) ▾ [Resources](#) ▾ [Log in](#) [Register](#)

Welcome to the Surrey LiDAR Portal!



**Surrey LiDAR Portal**



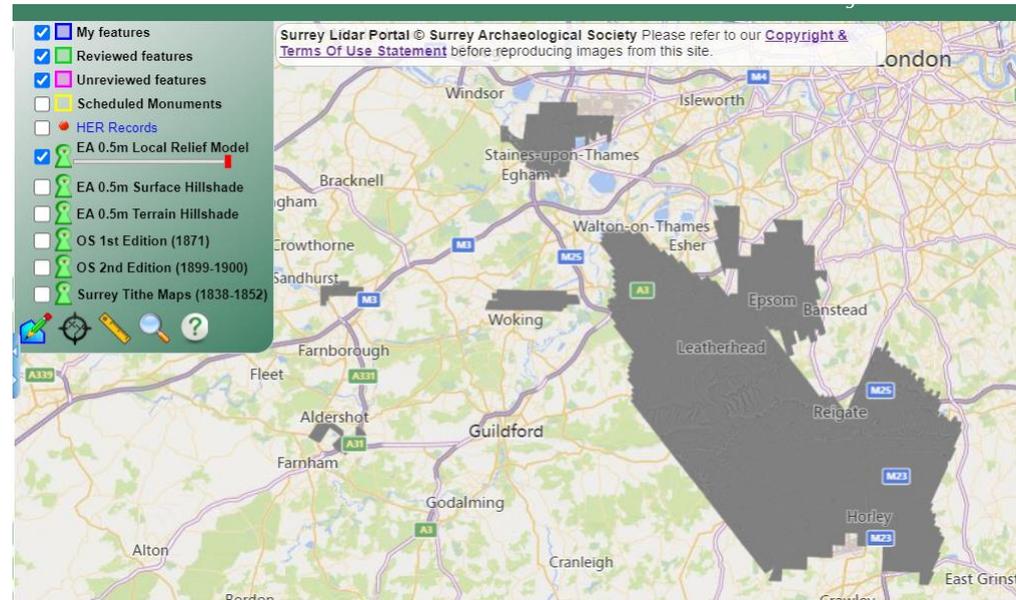


# How to use this guide



The **Surrey LiDAR Portal** was established as a citizen science mapping project which will ultimately enhance the county's historic record of known archaeological and heritage features by using LiDAR data.

LiDAR is a fantastic resource which allows us a unique perspective on the landscape through which many, more subtle surface features can be traced. By having a sharp pair of eyes and some knowledge of the various monuments which might be found, you'll be well-equipped to interpret and record potential features which can tell us more about our local heritage!



Additional, more detailed tutorial guides are provided which instruct on how to interpret and understand some of the features you may encounter in the visualisations, including **How to Digitise and Record**, **Guide for Desk-Based Study**, **How to Read LiDAR**, **Gazetteer of Monument Types** and **Guide to Groundtruthing**.

This guide provides the instructions to set-up your account and begin digitising. Please read these carefully and if you have any questions contact the Project Community Archaeologist ([outreach@surreyarchaeology.org.uk](mailto:outreach@surreyarchaeology.org.uk)).



# Terms of use



To get started on the Surrey LiDAR Portal ([surreylidar.org.uk](http://surreylidar.org.uk)), you will need an account. This is both to view the data and to allow any work you may do to be recorded.

It is suggested that you read fully the **Terms of Use**, which are available on the website and will be emailed to you when you register, however they are copied below for easy access:

- I undertake to conduct myself responsibly and with respect to others in regard to any language used or comments made on this website
- I will not reproduce or publish images (including both printed work and social media) derived from the lidar data and historic maps without acknowledging the relevant copyright holders: **LiDAR data © Environment Agency, visualised by PTS Consultancy; First edition Ordnance Survey and Tithe maps © Surrey History Centre and J David Young** (please note permission from Surrey History Centre must be obtained to use these images for publication purposes); **Second edition Ordnance Survey maps © National Library of Scotland**
- I will not use the data on this website for commercial purposes
- I will not trespass on private land without express permission from the landowner(s) as part of any investigation or activity based on the data contained in this website
- I will adhere to the [Countryside Code](#) when investigating any sites in the field (e.g. leaving gates and property as they are found, ensuring crops are not damaged, not disturbing wildlife, etc)



# Terms of use



- I will not undertake metal-detecting, excavation or survey on any sites without express permission and consent from the landowner(s) and any other relevant organisation where prior consent and licenses are needed (Note that any Scheduled Ancient Monument, Ministry of Defence property or Site of Special Scientific Interest (SSSI) has strict regulations in particular and requires written consent from the relevant statutory authorities in addition to the landowner for potential fieldwork)

Any questions regarding the use of this data, including requests for commercial purposes, should be directed to the [Project Team](#).

## **General Data Protection Regulation (GDPR) Statement**

The information you provide when you register with the Kent LiDAR Portal will be used to provide you with updates. This information will only be maintained for the duration of the project. You can change your mind at any time by contacting the project team at [outreach@surreyarchaeology.org.uk](mailto:outreach@surreyarchaeology.org.uk) and asking to be removed and de-registered from the website. We will treat your information with respect.

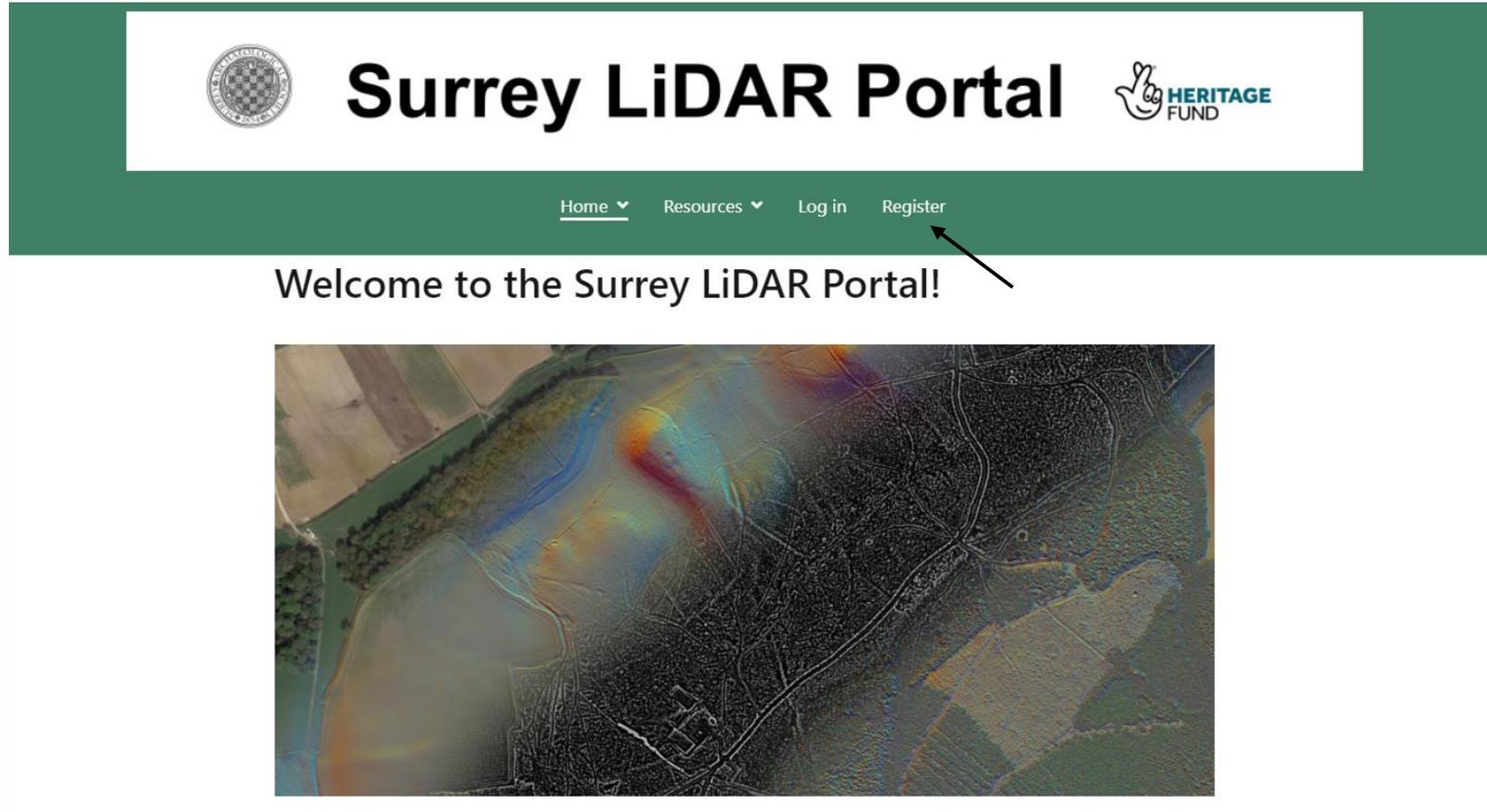
By registering, you agree that we may process your information in accordance with these terms.



# Creating an Account



1) Open the website and click on 'Register' in the top right corner.



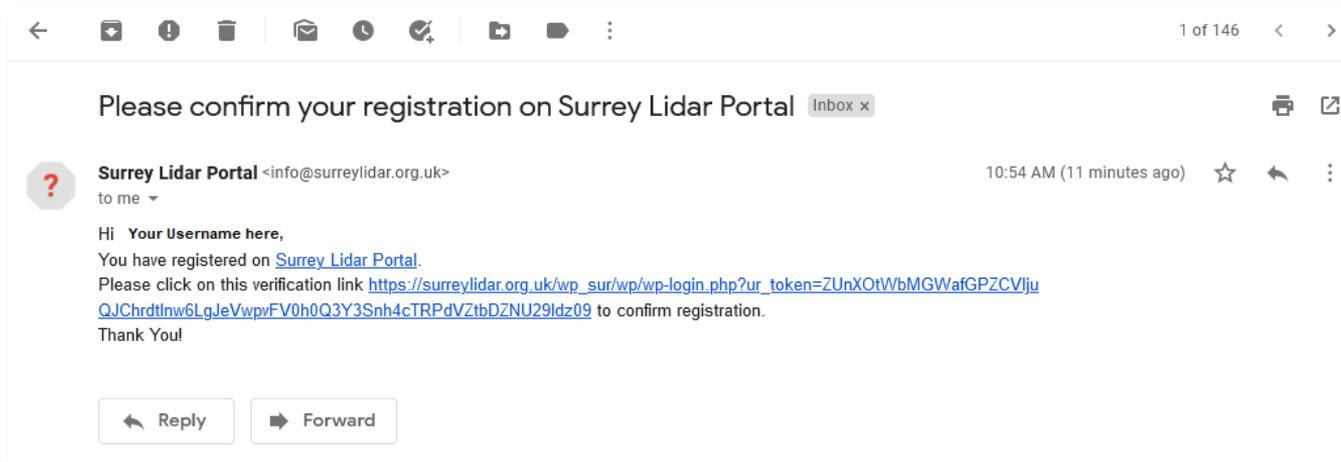
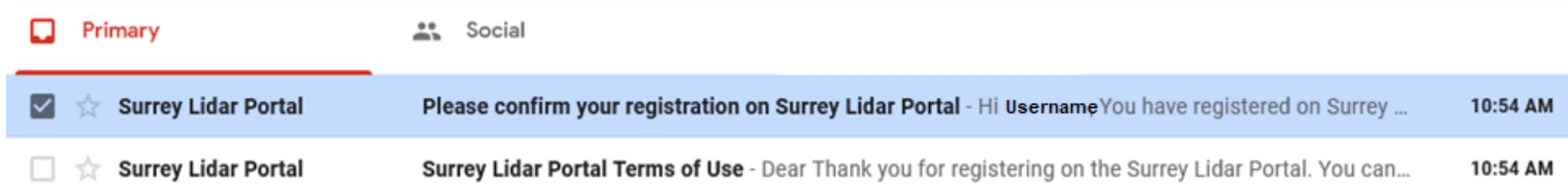
The screenshot shows the Surrey LiDAR Portal website. At the top, there is a green header bar containing the Surrey University logo on the left, the text 'Surrey LiDAR Portal' in the center, and the Heritage Fund logo on the right. Below the header, a navigation menu is visible with the following items: 'Home' (with a dropdown arrow), 'Resources' (with a dropdown arrow), 'Log in', and 'Register'. An arrow points to the 'Register' link. Below the navigation menu, the text 'Welcome to the Surrey LiDAR Portal!' is displayed. At the bottom of the page, there is a large image of a LiDAR point cloud map showing a landscape with a river and various terrain features.



# Creating an Account



3) Check your email account for two emails from **Surrey LiDAR Portal** ([info@surreylidar.org.uk](mailto:info@surreylidar.org.uk)), one which includes the Terms of Use and one which contains the link for you to verify your account.



If you don't find an email from [info@surreylidar.org.uk](mailto:info@surreylidar.org.uk), check your spam folder.



# Creating an Account



2) Fill out the form seen here by entering a username, email address, password, first and last name. Check the box to agree to the Terms of Use, and then click Submit.

Your username is of your choosing, but we recommend a combination of letters and numbers. If a username is already taken, you will have to choose another.

We also recommend that you choose it wisely, as it will be publicly visible to others on the Portal if you choose to comment on or make a record (if you don't comment on records, your username will not make it onto the visible portions of the website).

Your name and email will NEVER be made public on the site!

You don't have to pick the default password offered, but please make sure that you use a **strong password of at least 6 characters with a mix of letters, numbers and punctuation.**

## Register

In order to register for an account and gain access to the data and content on this site, you must fill out the form below and agree to our [Terms of Use](#).

**Username (Choose your username wisely, this will be visible to all Surrey Lidar portal users if you create or comment on a record) \***

**Email (this will not be visible to other users) \***

**User Password \***

**First Name \***

**Last Name \***

**Terms of Use \***

I confirm that I have read and agree to the Surrey Lidar Portal Terms of Use  
[https://surreylidar.org.uk/wp\\_sur/wp/terms-of-use/](https://surreylidar.org.uk/wp_sur/wp/terms-of-use/)



# Creating an Account



4) Click on the link in your email to verify your account. You will be redirected to the Surrey LiDAR portal login page where you will see a green notice 'User Successfully Registered'.

The screenshot shows the Surrey LiDAR Portal login page. At the top, there is a green header with the Surrey University logo, the text 'Surrey LiDAR Portal', and the Heritage Fund logo. Below the header, there are navigation links: Home, Resources, Log in, and Register. The main content area is titled 'My Account' and includes a breadcrumb trail 'Home > My Account'. A green notification bar at the top of the form area states: 'User successfully registered. Login to continue.' Below this, there is a login form with fields for 'Username or email address' and 'Password'. There is a 'Remember me' checkbox, a 'Login' button, and links for 'Lost your password?' and 'Not a member yet? Register now.'.

If you do not see the green notice, when you try to log in you will get error message. Click the Resend Verification link to get a new link via email.

The screenshot shows the same Surrey LiDAR Portal login page, but with a red error message at the top: 'ERROR: Your account is still pending approval. Verify your email by clicking on the link sent to your email.' Below the error message is a link that says 'Resend Verification Link'. The login form below is identical to the previous screenshot, but the 'Login' button is not visible in this view.

You now have an account and are ready to log in and begin your mapping!

We recommend you refer to the **How to Digitise and Record** guide next in order to familiarise yourself with the Portal's features.



This guide on **How to Register** was produced by the Surrey Archaeological Society for interpretation of the LiDAR data on the **Surrey LiDAR Portal**

It is based on a similar guide produced by the Darent Valley Landscape Partnership Scheme for the **Kent LiDAR Portal**

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