Covid Response Guide
Plotting Covid-19 testing stations with one.network

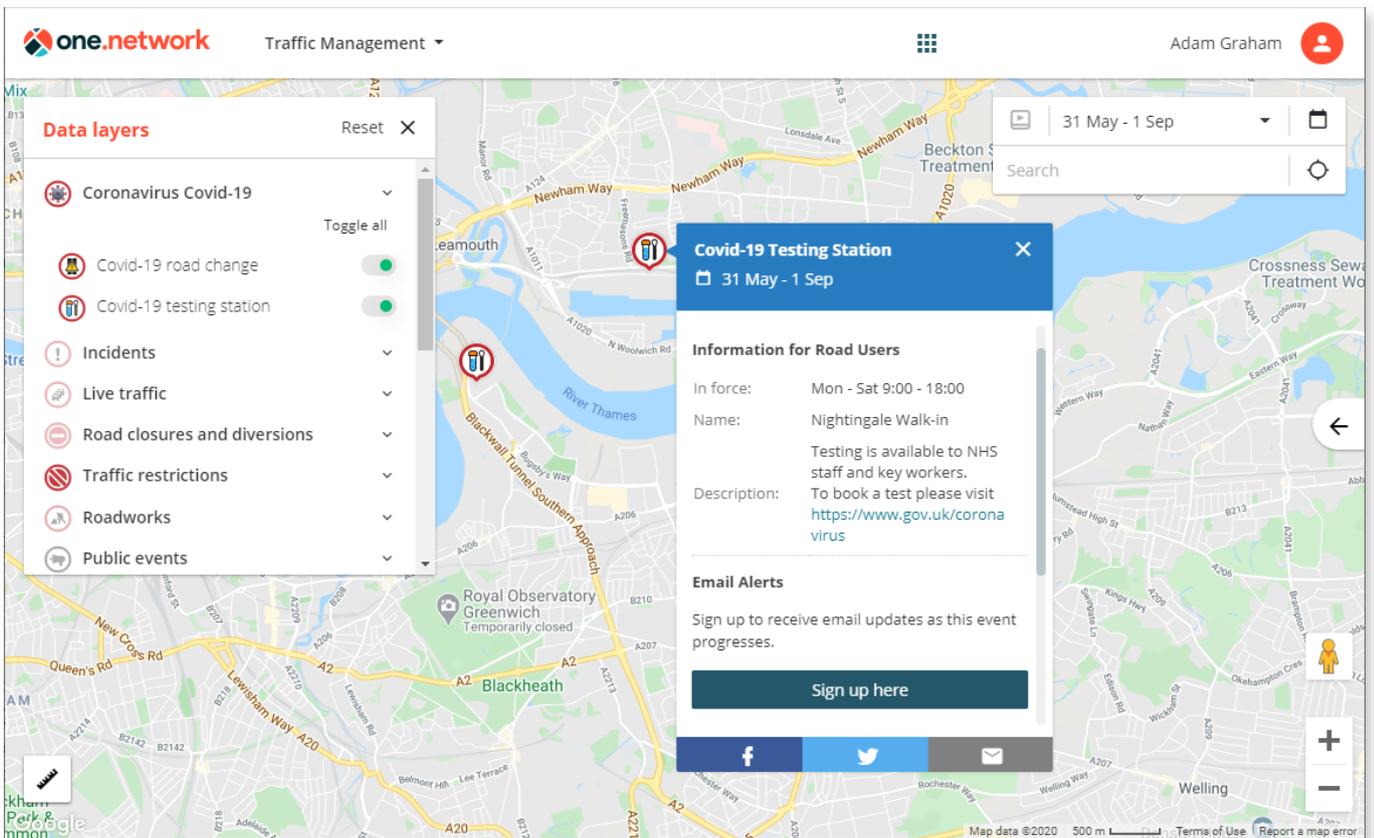### How to plot Covid-19 testing stations

First, Create a new group – 'Covid-19 testing stations'. This will allow you to group all of your testing stations and find them easily later.

Next, Create a new Plan for each Covid-19 testing station:

- **Step 1:**

    a. Add the testing station name as the **Plan name.**

    b. Select Covid-19 Test Station from the **Category** dropdown.

    c. **Plot the location** as a point on the map, ensure that the point is accurate and brings up the correct address.

    d. The **Description** field is critical, this allows you to share more information about the testing centre with the public, for example who is eligible for testing or where to book a test.

    e. Setting accurate **Dates** is extremely important as these will be used to define the opening times of the testing station.

        i. Set the **Start date** and **Start time** to the first time the centre will open.

        ii. Set the **End date** and **End time** to the last time the centre will close (if this is not known then select a future date and set a reminder to review – 1st October for example).

        iii. **Add enforcement patterns** to define the opening times of the testing centre. *Defining opening times in this way will allow us to reliably share these opening times with data partners.*

    f. Don't forget to add the testing station to your Covid-19 testing stations **Group.**

- **Step 2:**

    a. If there are any traffic restrictions linked to the testing station (such as a suspension of parking restrictions or an emergency access route) then these should be added in the normal way. Ensure that the dates and times of the restrictions that are in force are accurate.

- **Step 3:**

    a. Don't forget to **Publish** your testing stations to make the testing station visible on the one.network map.

    b. After publishing you can share the details to Facebook or Twitter using the social media icons in the top right.

The end result should look something like this:

Further Support

If you need more information on how to plot Covid-19 testing stations on one.network, please email support@one.network or call 0207 127 6955.