

# How To Map SMS Messages

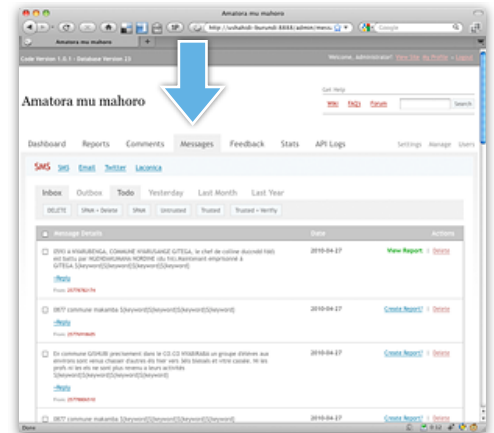
This document explains the process of mapping SMS messages in the Ushahidi platform.

## Step 1

After logging in to the admin area, go to "Messages". This screen is where you can review all the SMS messages that have been sent to your website.

## Step 2

Choose a message that is actionable or usable. Think of an actionable and usable message as a message that contains specific location information and clear details about an event.



The "Messages" screen.

For example: "Water Shortage Emergency in 27 Callais Avenue."

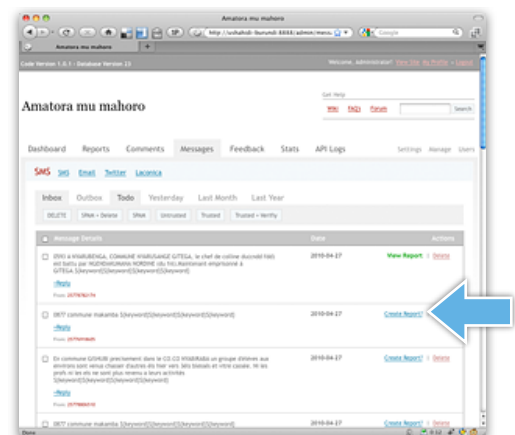
You may also need to edit the message to make it more appropriate for web by changing "text talk" to proper grammar and spelling.

## Step 3

Now that you've chosen an actionable message, click the "Create Report" link. Clicking this will take you to the "Create A Report" screen.

## Step 4

Based on the contents of the message, fill in a short item title that briefly describes what help is needed where.



Click the "Create Report" link to convert the SMS message into a report.

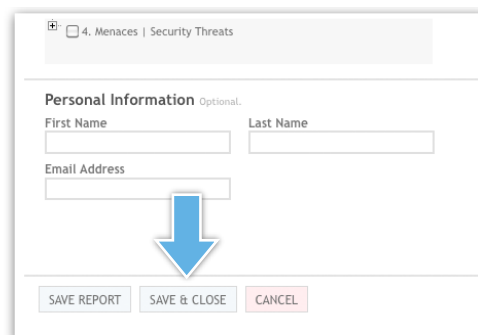


## Step 10

Double check to make sure information is correct.

## Step 11

Click "Save and Close".



4. Menaces | Security Threats

**Personal Information** optional

First Name  Last Name

Email Address

*After clicking "Save and Close" your SMS report will show up on the map.*



Ushahidi is a non-profit tech company that specializes in developing free and open source software for information collection, visualization and interactive mapping. We build tools for democratizing information, increasing transparency and lowering the barriers for individuals to share their stories. We're a disruptive organization that is willing to fail in the pursuit of changing the traditional way that information flows.

[www.ushahidi.com](http://www.ushahidi.com)  
[info@ushahidi.com](mailto:info@ushahidi.com)