

Travel Sage

User Guide

Version 1.0

Travel Sage helps you plan trips, organize locations, and match your photos to the places you visit. See your plans on a map, track must-see stops, and optionally share a trip with family or friends using private iCloud sharing.

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Chapter 1 — Travel Sage app requirements

While there is generally no manual configuration required to use the Travel Sage app, you do need to meet a few simple requirements to enable full use of the application.

Enable iCloud Storage: Travel Sage stores trip, location, and photo data in your iCloud account. Without iCloud Storage, the application will not be able to save or share trips.

Access to iPhone Location Services: When prompted by the app, it is important to grant access to location services. If you decide not to grant access, it will not be possible to define trips, search for locations, or publish your location to other trip members.

Access to iPhone Photo Library: When prompted by the app, it is important to grant “full access” to the photo library. If you decide not to grant access or grant restricted access, Travel Sage will not be able to retrieve photos from the library for display on the photo selection canvas.

Chapter 2 — Getting started

Travel Sage makes it easy to create trips, manage locations you want to visit, and share your journey with others. When you first open the app, you'll be guided through creating your first trip and asked to create an account name.

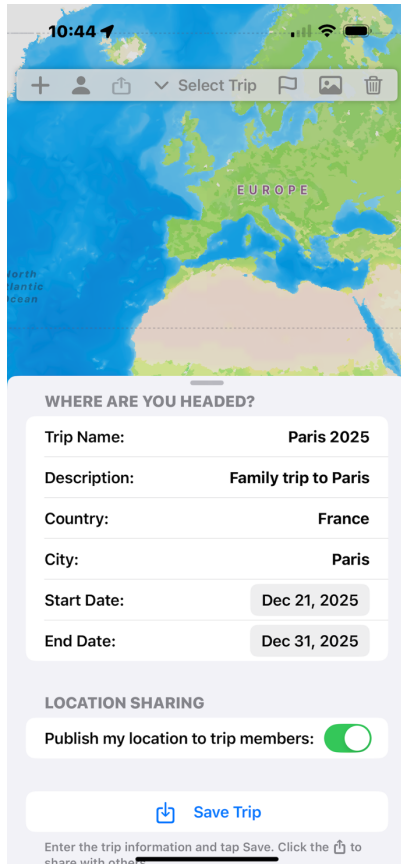


Figure 1: Creating your first trip

Creating a trip is simple:

- Enter a trip name
- Enter a brief description
- Enter the country and city
- Enter the start and end date for the trip


You can also elect to publish your location to trip members. Your location will only appear when you are within roughly 100 square miles of the trip location. By default, “publish location” is off.

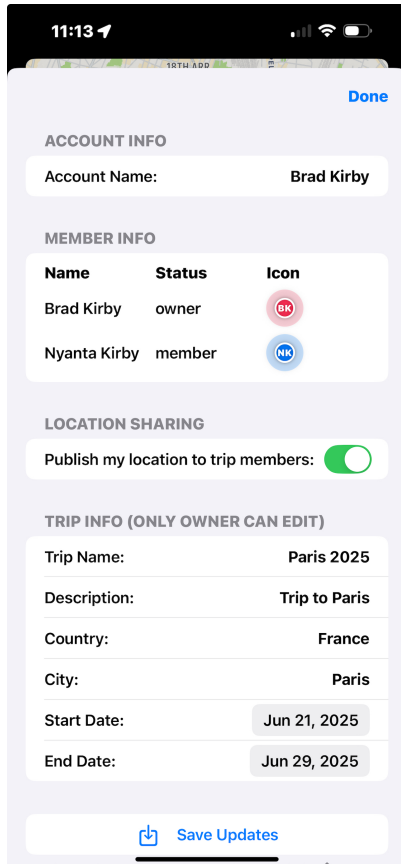
The map will orient to the country and city of your choice. And the start and end dates will define the set of photos that you can add to your album.

Users can create new trips using the + icon. Trips can be deleted at any time using the 🗑 icon. Only the trip owner can delete their trip and once deleted it will disappear for all members. Non-owner members can remove themselves from the trip at any time using the 🗑 icon.

Note: you will need to give Travel Sage access to location services on your iPhone when prompted.

Chapter 3 — Editing trip, account, and location sharing details

Once you have defined a trip, it will be stored securely in iCloud. If you ever need to edit the details of your trip, your account information, or change your location sharing settings, simply click on the  icon.





11:13

Done

ACCOUNT INFO

Account Name: Brad Kirby

MEMBER INFO

Name	Status	Icon
Brad Kirby	owner	
Nyanta Kirby	member	

LOCATION SHARING

Publish my location to trip members: ☒

TRIP INFO (ONLY OWNER CAN EDIT)

Trip Name: Paris 2025


Description: Trip to Paris

Country: France

City: Paris

Start Date: Jun 21, 2025

End Date: Jun 29, 2025

 Save Updates

From this screen, it is possible to view your account information; trip members, their status, and their map marker icon; whether you have elected to publish your location for the selected trip, and trip information.

Trip owners may edit their account information, trip information, and toggle their “publish location” status.

Trip members may edit their account information and toggle their “publish location” status.

Note: if you update your account name, that change will propagate through all trips whether you are the trip owner or member because you can only have one account name.

To save changes, simply press the “save updates” button at the bottom of the page.

Figure 2: Searching for and saving locations

Chapter 4 — Investigating locations

Once you have defined a trip, you can add locations using the search bar or quick search buttons. Search results will appear on the map, and you can save them directly to your trip.

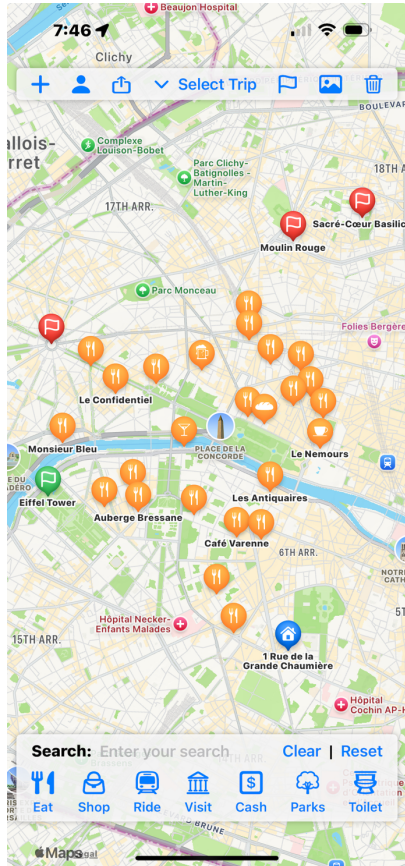


Figure 3: Searching for and saving locations

To create a “location”:

- Enter a location in the Search field
- Or, use the quick search buttons

If you enter a location in the search bar, the app will find and zoom in on the selected location. If you click on the search buttons, restaurants, shopping areas, etc. will appear in the vicinity of your trip map.

If you click on an icon, a look around view will appear. You can use this to virtually explore the location before you arrive.

To clear search button results press “Clear” on the search bar.

Pressing “Reset” will clear all unsaved location icons and return the map to its original position.

Chapter 5 —Saving a location

Each map icon that appears at the result of a search or that has been saved is selectable. Selecting the icon will display a look around view as well as a set of control buttons.

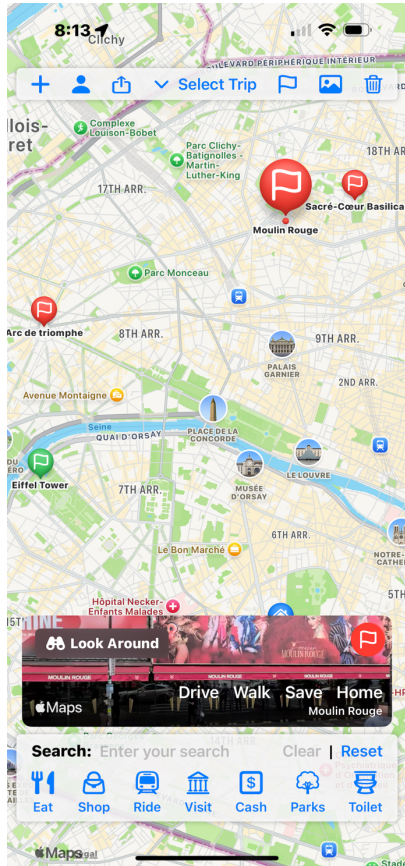


Figure 4: Investigating a location

The key functions include:

- Look around view
- “Save” and “Home” buttons
- Status button
- “Drive” and “Walk” buttons

The look around view allows you to explore an area virtually before you visit. See what the location looks like and find other interesting spots in the vicinity.

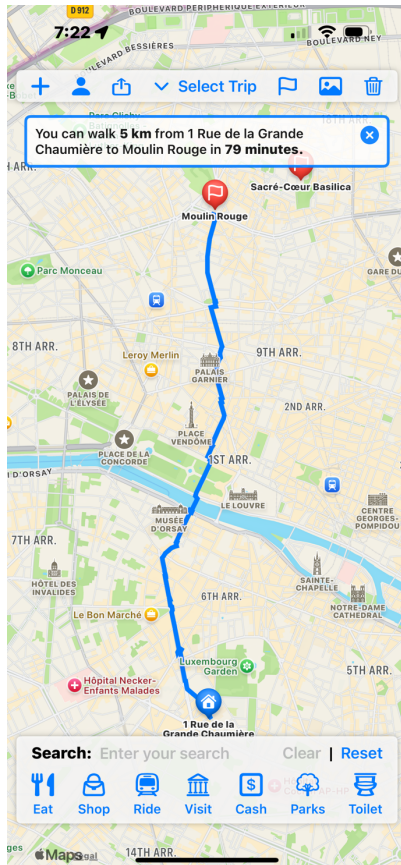
The “Save” and “Home” buttons place a persistent marker on the map for the selected location. Use “Save” to mark a place you want to visit. Use “Home” to mark the place you plan to stay.

The status icon helps keep track of where you’ve been. When you’ve visited a location click the status icon. This will turn the red status icon and the map location green.

“Drive” and “Walk” outline travel routes from your current or “Home” location to point of interest.

Chapter 6 — Choosing a route

If you are present in the trip location or have established a “home” location, you can select a driving or walking route, by clicking on the “Drive” or “Walk” buttons in the look around view. The correct route will appear between your current location or your “Home” location and the location you have selected on the map.



To create a “route”:


- Click on a saved map item or search result.
- Select “Drive” or “Walk”
- The correct route will appear

The distance to the location and the estimated travel time will appear below the tool bar at the top of the screen.

The app will track you location as you proceed toward your destination. If you have turned on location sharing, your travel companions will be able to see your progress on the map.

Figure 5: Choosing a route

Chapter 7 — Using the location list

When you press the  on the toolbar, you will see the location list. The location list displays your saved locations, along with information such as the location address, telephone number and website link. Each entry is connected to a details page that holds notes about and displays photos taken in the vicinity of the selected location.

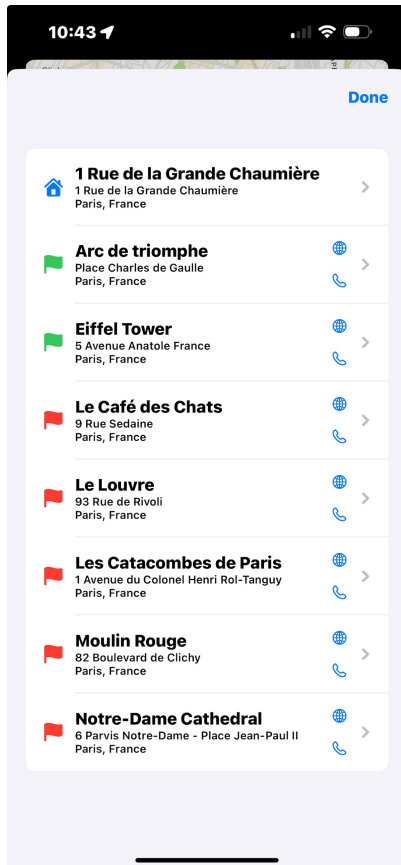


Figure 6: Location list view

The location list contains the following information

- Status flag
- Location name and address
- Website link (🌐)
- Phone number (📞)

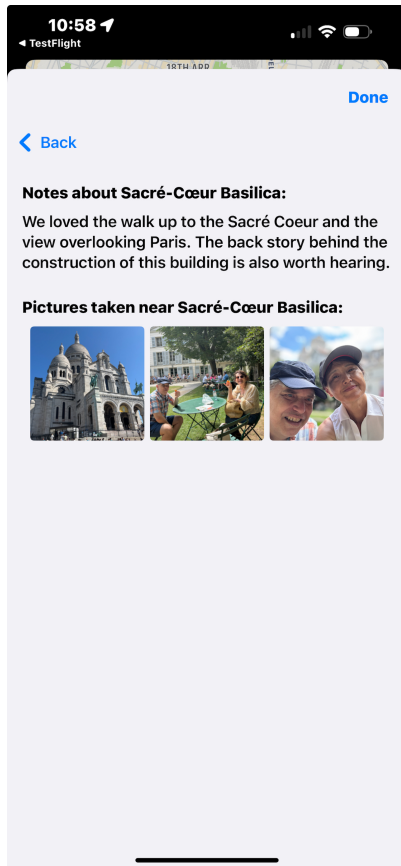
Use the status icon to track where you have visited and what's still on the list. Green means "been there." Red means "still need to get there." The flag color matches the color of saved locations.

Use the website link 🌐 to make reservations or learn more about each location. If you're brave, click the 📞 to speak to staff at the location.

Click on the right facing arrow to navigate to the details page to view notes captured and photos taken at or near the location.

Chapter 8 — Accessing location details

The location details page is where you can capture your notes about each location and where photos taken at or near the location will appear.




Add thoughts about your visit to the notes area. Whatever you type will be automatically stored when you click “Back” or “Done.”

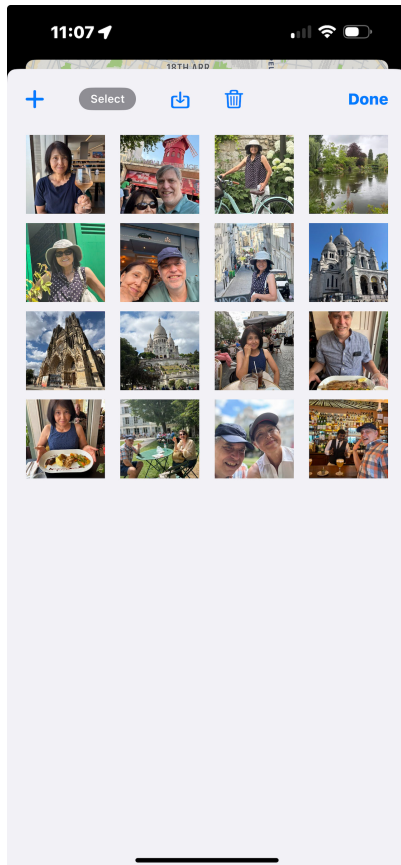
Any photos taken within roughly 500 meters of the location will display the photos area.

Note: you will need to give Travel Sage access to the photo app on your iPhone when prompted. If you want Travel Sage to map photos to a specific location, you will need to enable geo location for photos in your photo album. This [video](#) shows how.



Figure 7: Viewing location details

Chapter 9 — Using your photo album

When you press the  icon on the Travel Sage toolbar, it launches the photo album. The photo album allows you to share photos with trip members, browse your collection of photos, and download photos locally on your iPhone. All shared photos are stored securely in iCloud and can only be accessed by trip members.



The photo album supports the functions below:

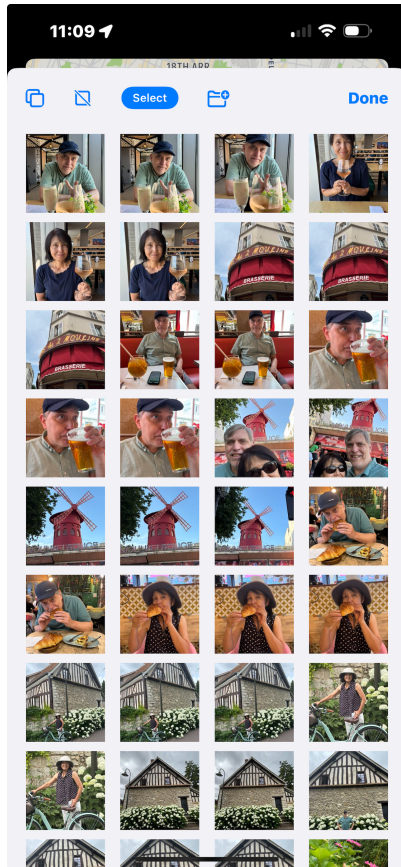
- The + icon launches the photo selection canvas described on the next page.
- The  icon saves selected photos to your local device.
- The  icon deletes selected photos from the album

When the “Select” button is active (i.e. blue), you can select photos to download or delete. When the “Select” button is inactive (i.e. gray), the album is in browse mode. Tap on a photo to see a full-size view and swipe or press the arrow buttons to move from one photo to the next.


Figure 8: Travel Sage shared photo album

Chapter 10 — Using the photo selection canvas

Travel Sage helps you upload photos to a shared album that is accessible to all trip members. You are in control of the photos that you add (and delete) and if you share your trip, only trip members will be able to add to or browse the album.



When you press on the + icon on the Travel Sage photo album, it will launch the photo selection canvas. The canvas will automatically import all photos taken between the trip start and end dates from your iPhone and displays them in the selection area.

The “Select” button is active (i.e. blue) by default and allows you to pick which photos you will add to the album. When you select a photo, it will be highlighted with a blue outline. Only photos that you select will be added to the trip album. To add photos, press the  icon.

If you press the “Select” button a second time, it will turn gray and the canvas will enter browse mode. Tap on a photo to see a full-size view and swipe or press the arrow buttons to move from one photo to the next. Photos are arranged on chronological order.

The other toolbar icons provide the following functions:



- The  icon selects all photos.
- The  icon deselects all photos.

Figure 9: Selecting trip photos to upload

Chapter 11 — Sharing trips

One of the most powerful Travel Sage features is trip sharing. When you share a trip, you enable your friends and family to participate in your adventure. If they accompany you on the trip, they'll be able to add locations to the map and upload photos from the locations you visit together. If they are staying at home, they can still participate by seeing the places that you've seen.

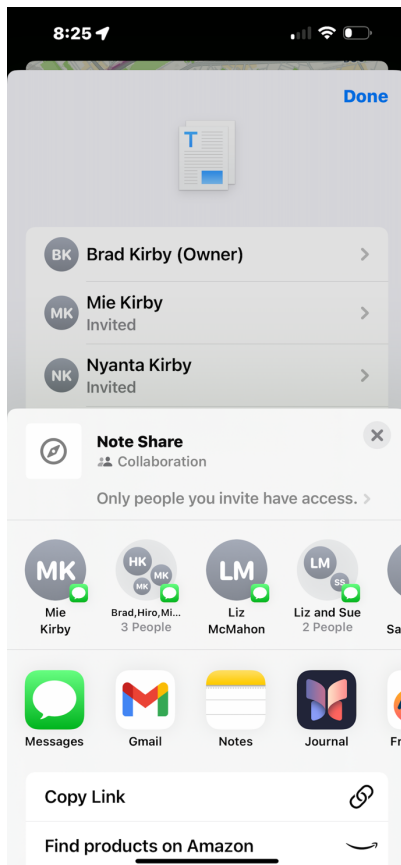




Figure 10: Sharing a trip

To share a trip, press the  icon on the Travel Sage toolbar. This will launch the standard iPhone sharing UI pictured to the left. From here, you can invite and remove trip members. Each invited member will get a text or email inviting them to the trip.

When the invitation recipient clicks on the link in text or email, and accepts the invitation, the shared trip will be added to their trip list, and they will be able to add locations and photos just like you can.

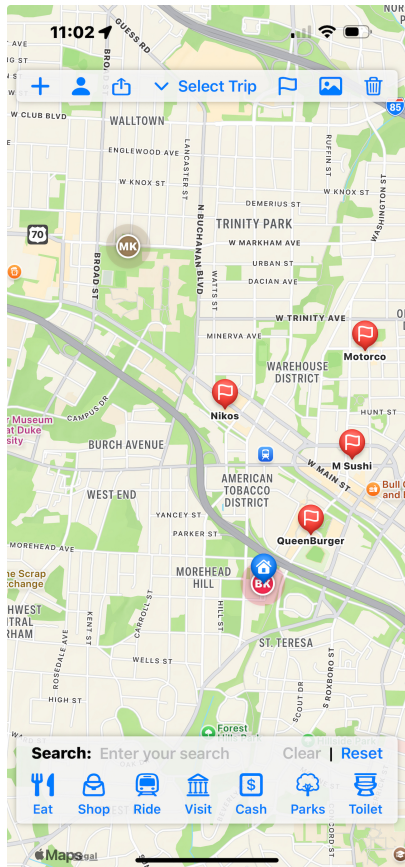
The only restriction is that trip non-owner members cannot delete the trip; only the trip owner can delete it. Once a trip is deleted, it will be deleted for all members.


Non-owner members can choose to remove themselves from a trip by selecting the  icon in the Travel Sage toolbar.

Note: To accept trip invitations, you must be running Travel Sage on your iPhone.

Chapter 12 — Publishing your location

Travel Sage users can choose to publish their location while in the trip location. This feature works well when you may need to meet at a specific location or keep tabs on family members. It is possible to stop publishing your location at any time and only members of your trip can see your location.




To publish your location select the  icon on the Travel Sage toolbar and toggle the “publish location” setting to the “on” position.

Shortly after publishing your location, you will see your marker, composed of a colored circle and your initials, appear on the map in your current location.

If other trip members have published their location, you will see them on the map provided they are within roughly 100 square miles of the trip center.

Your location marker will update every 10 seconds and will function whether the Travel Sage app is running in the foreground or background.


Again, all trip members can disable location publishing at any time by clicking on the  icon and toggling location publishing to the “off” position.

Frequently Asked Questions

The Travel Sage app won't find the city that I am looking for. How do I correct this?

This is almost always related to permissions. You need to grant the Travel Sage app access to iPhone location services when prompted or configure it manually via iPhone settings. Access to iPhone location services is essential to operation of the app and will cause issues in multiple areas if restricted.

When I publish my location using location sharing my location marker and markers for other trip members don't appear. How do I get the marker to appear properly?

For the location marker to appear, you need to grant the Travel Sage app access to location services, you need to turn on location sharing by publishing your location, and you must be within roughly 100 square miles of the trip location. You will be prompted to turn on location services when you first use the app, or you can configure it manually via iPhone settings. You can turn on location sharing by click on the  icon and toggling "publish my location to trip members" to the "on" position. Location sharing is turned off by default.

I published my location, but as soon the Travel Sage App goes into the background, other trip members can't see me. How do I fix this?

The Travel Sage app has a foreground and background mode. When your iPhone goes into power saver mode or the Travel Sage app moves to the background (e.g. you are using another app), the app will move into background mode. Travel Sage will continue publishing your location if your location services are configured to "Always allow" for this app. If "Allow while in use" is configured, location data will only be transmitted while the application is in foreground mode. You will automatically be prompted to "Always allow" Travel Sage access to location services.

When I try to assign photos to my album, the app does not retrieve any photos from my phone. How do I get photos to appear on the selection canvas?

There are typically two reasons for this. 1/ You did not allow access to the iPhone photo library when prompted, 2/ there are no photos in your iPhone photo library that match the dates of your trip. Allowing access to the iPhone photo library and adjusting trip dates will correct this problem.

When I search for a location using the search bar, the location I had in mind doesn't always appear? How to I improve the accuracy of searches?

Sometimes generic search keywords like "Parliament" or "Notre-Dame" will return multiple responses in the same area. Being more specific will often help with accuracy. For example, "UK Parliament" or "Notre-Dame Cathedral" will usually return the desired result.

When I try to save or share a trip, nothing happens. How do I get this to work?

You need to have cloud storage configured for Travel Sage to work because it relies on iCloud to save trip data and to share trip information with other users. If you have run out or are close to running out of storage, this may also prevent you from saving or sharing trips. For a future version of the app, we are considering better notification of errors related to iCloud storage.