# PUBLIC WEB MAP HELP

## GETTING STARTED

Welcome to the Getting Started Guide for the County of Vermilion River's Public Web Map. This document will walk you through the elements of the Web Map by showing the main page and tools available to you when you start using the Web Map.

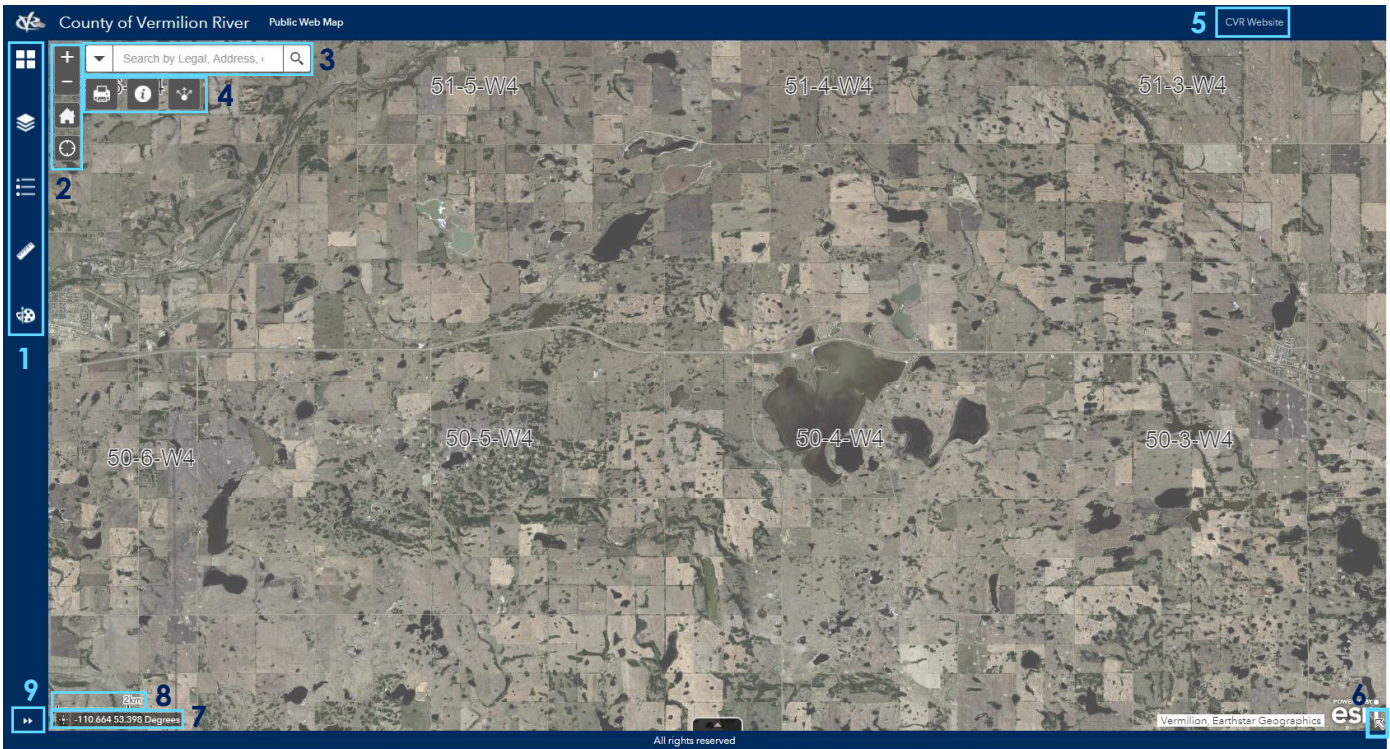## FAMILIARIZE YOURSELF WITH THE MAIN PAGE



*Figure 1*

1. Vertical Tool Bar
   Located at the top left corner of the map, this tool bar contains Basemaps, Layers, Legend, Measurement and Draw tools, as shown in Figure.2.
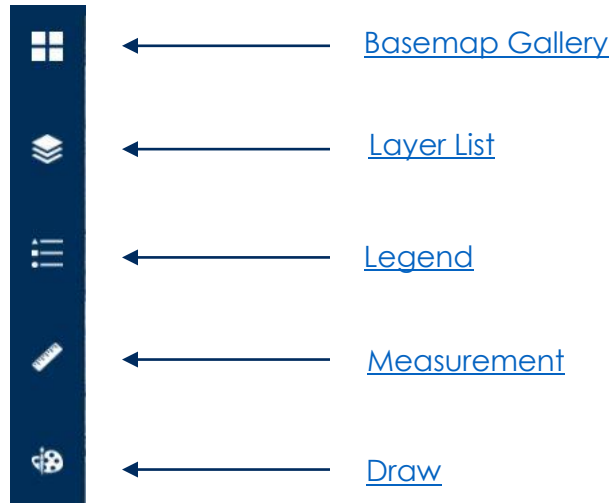


| | |
|---|---|
| | Basemap Gallery |
| | Layer List |
| | Legend |
| | Measurement |
| | Draw |

*Figure 2*

2. Navigation Bar
   The Navigation Bar locates right next to the Tool Bar at the top left corner. It contains Zoom In, Zoom Out, Home button and Find Current Location button, as shown in Figure.3.
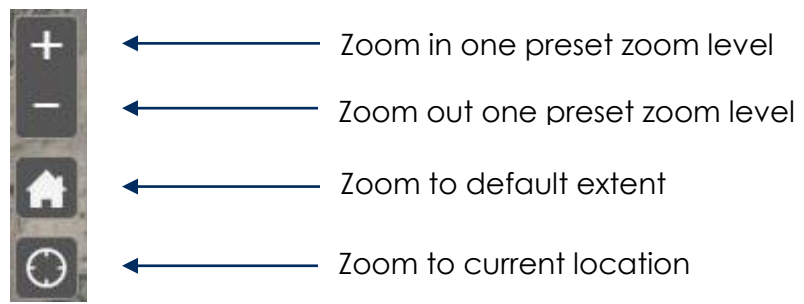


| | |
|---|---|
| | Zoom in one preset zoom level |
| | Zoom out one preset zoom level |
| | Zoom to default extent |
| | Zoom to current location |

*Figure 3*

3. Search Bar
   The Search Bar/Find Tool is located right next to the Navigation Bar. This tool enables the users to search the map by community, address, plan block lot, or legal land description.
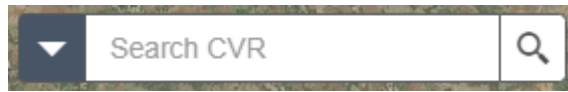


*Figure 4*

4. Horizontal Tool Bar
   There are other tools right below the search bar. Note that tools available in this area may change based on the contents and purpose of the map.

Printing Tool ⟶



← About

*Figure 5*

5. CVR Link
   A link to the County's Web Site is located in the top right corner of the main window.



*Figure 6*

6. Tiny Arrow
   The Tiny Arrow is a link which will open the Overview Map. By default, the overview map is hidden. Users can click on the arrow locating at the bottom right corner to hide/show the overview map. The overview map shows the extent of the entire map the user is currently viewing.



*Figure 5*

7. Coordinates Tool

This tool tracks the coordinates of the location of the mouse. Click the symbol to the left to get fixed coordinates of a point.



*Figure 8*

8. Scale Bar

There is a scale bar on the bottom left.  It adjusts its value and length as you zoom in and out of the map.



*Figure 9*

9. Maximize/Minimize Tool Details

Click this arrow to view details of a tool in the Vertical Tool Bar, or to hide the details of a tool in the Vertical Tool Bar.



*Figure 10*

## TOOLS

Each tool and component is explained in more detail

### BASEMAP GALLERY TOOL

The Basemap Gallery tool is accessed by clicking the Basemap Gallery icon on the vertical panel to the left of the Public Web Map display window.

Clicking a basemap thumbnail sets it as the active basemap for the app.  Click the << in the lower right corner of the vertical panel to close the basemap gallery.
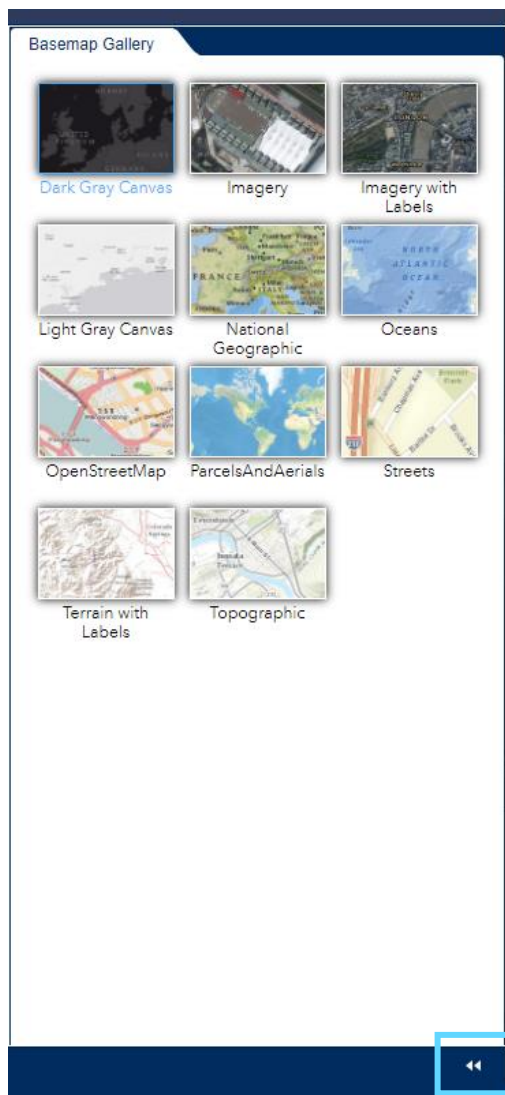


*Figure 11*

The Layer List tool is accessed by clicking on the Layers icon on the vertical panel to the left of the Public Web Map display window.

A list of Layers available in the map will show up on the Layers section. For each layer there is a checkbox which controls the visibility of the layer. Make a layer visible by checking the check box, and make a layer invisible by unchecking the checkbox.
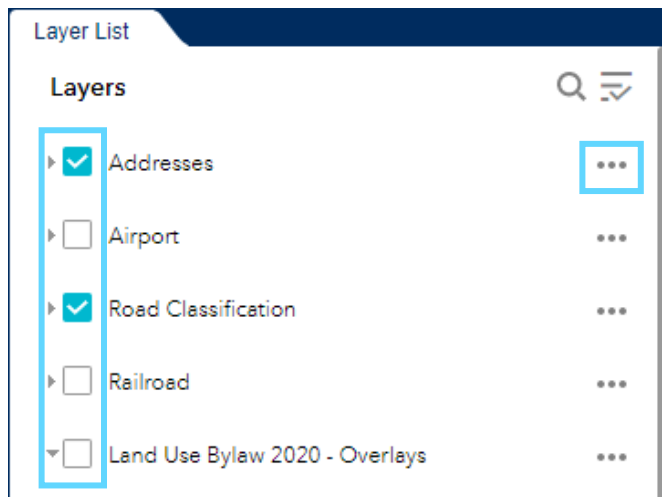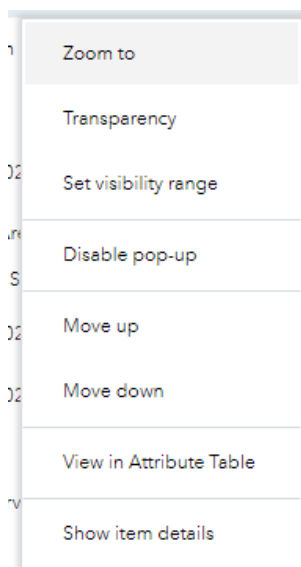


*Figure 12*

Click on the **•••** symbol to the right of a Layer. A dropdown list will show up with additional operations that you can perform on a layer.



Zoom to this layer **-** On the dropdown list, click on Zoom to. The map will zoom to this layer.

Make a layer transparent **-** On the dropdown list, click on Transparency. Drag the thumb on the progress bar to change the layer's transparency.
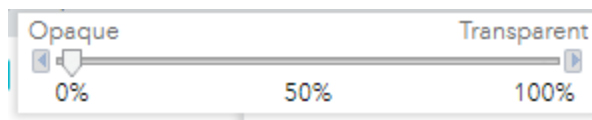


*Figure 6*

Move a layer up or down on the Layers list **-** Click on Move up to move the layer one position up on the list,or click on Move down to move the layer one position down on the list.

*Figure 14*

The Legend tool is accessed by clicking on the Legend icon on the vertical panel to the left of the Public Web Map display window.

Symbols appearing on the map, as well as attributes they correspond to, are displayed on the Legend section, as shown in Figure.1.
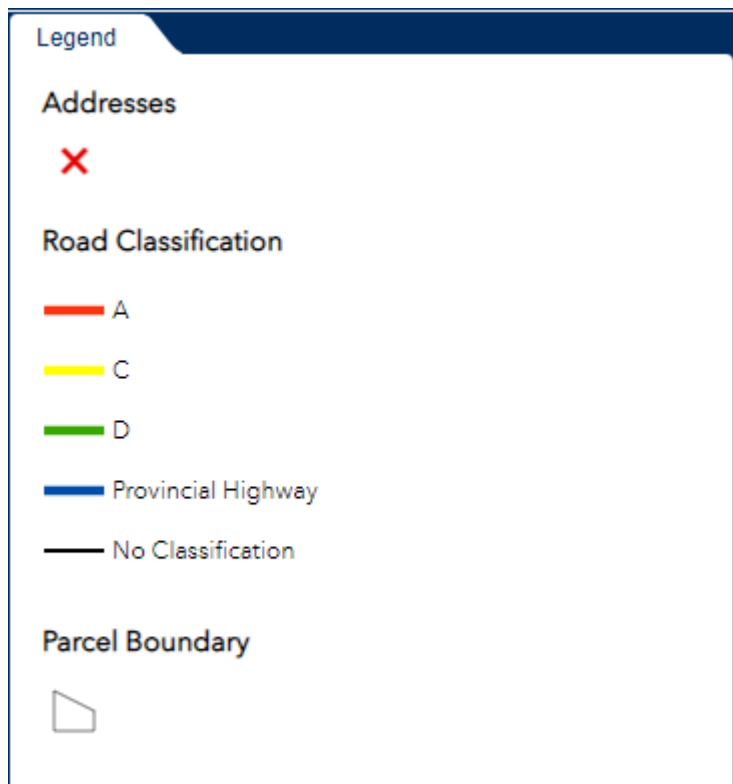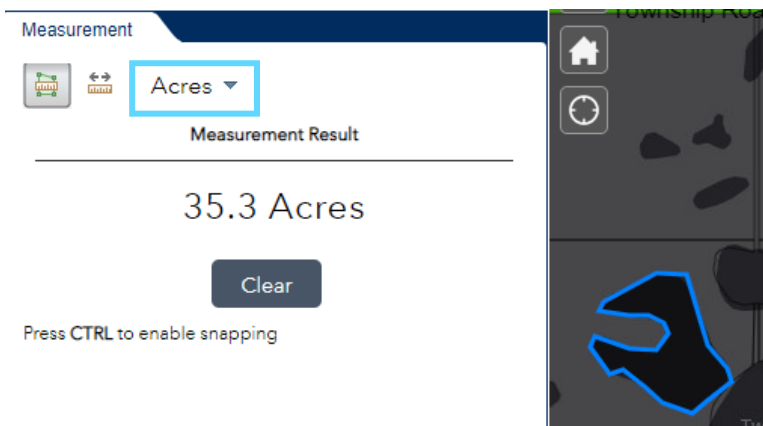


*Figure 15*

Note: The legend will only show up for active layers. See instructions on Layer Tools for how to turn layers on and off.

The Measurement tool is accessed by clicking on the ruler icon on the vertical panel to the left of the Public Web Map display window.

### Area Measurement

- Click the Area button.
- Draw a polygon on the map by clicking three or more points.
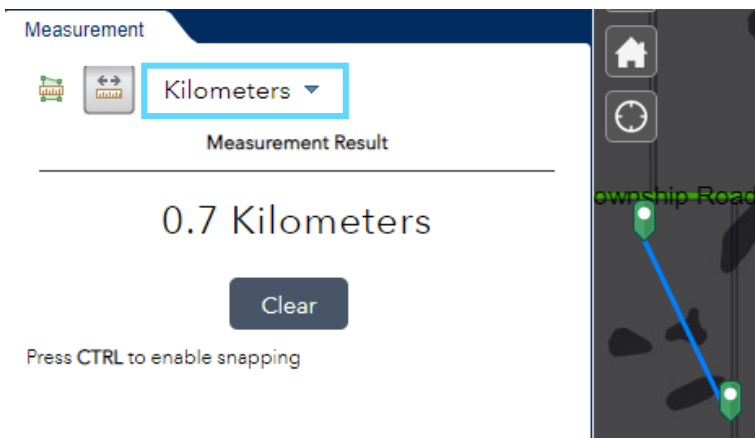- Double-click to finish drawing the polygon.

The Measurement widget displays the total area of the polygon using the defined Default Area Unit. To change the area unit, select the applicable unit of measure from the Acres drop-down menu.

*Figure 16*

### Distance Measurements

- Click the Distance button.
- Draw a polyline on the map by clicking two or more points.
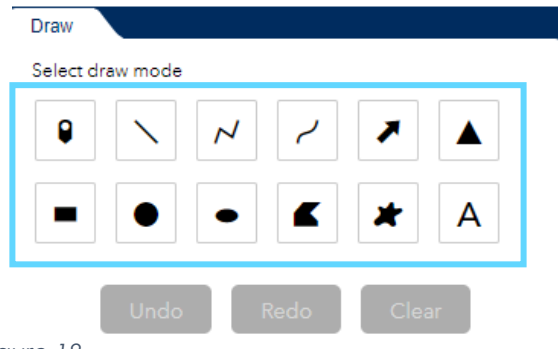- Double-click to finish drawing the polyline.

The Measurement widget displays the total length of the polyline using the defined Default Length Unit. To change the length unit, select the applicable unit of measure from the kilometers drop-down menu.

*Figure 17*

The Draw tool is accessed by clicking on the paint board icon on the vertical panel to the left of the Public Web Map display window.



*Figure 18*

Select the desired draw mode by clicking on the symbol type, as shown.

Select the symbol for the feature using the symbol picker in the Drawing Tool.

- For points, select the marker category (different symbols are available in each category) to set the symbol size, color, transparency, outline color, and outline width of the symbol. Only the size field is available for picture marker symbols.
- For lines, select a predefined symbol from the box. You can also customize the color, style, transparency, and width of the symbol.
- For polygons, select a predefined symbol from the box. You can also customize the fill color, transparency, outline color, and outline width of the symbol.
- For text, type in the Text box, and select a font color and size for the text.
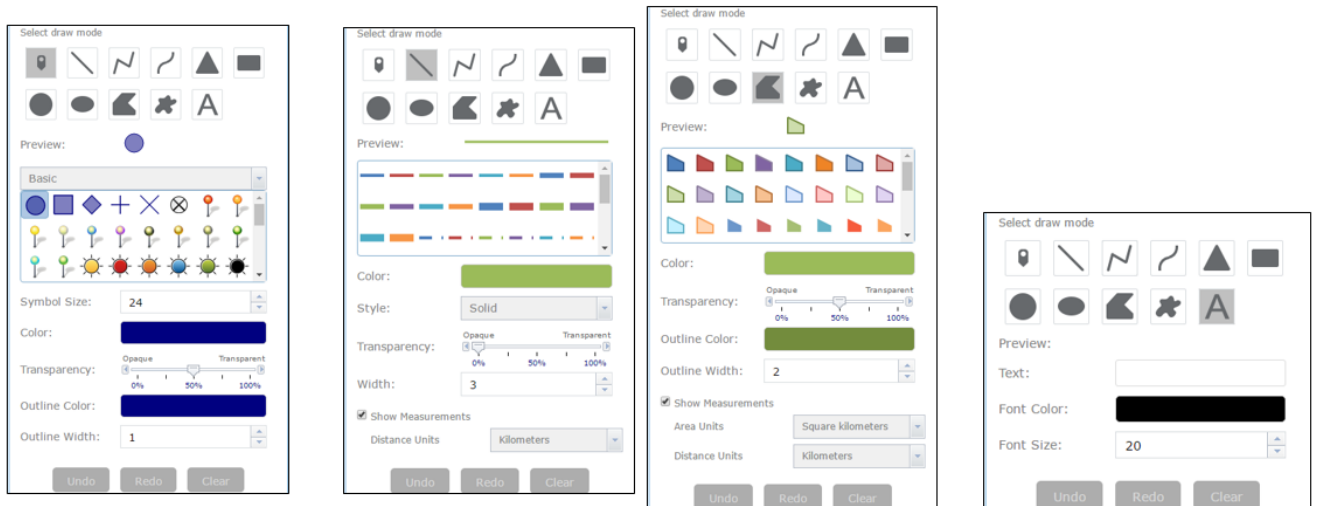
Draw the desired features and text on the map.



*Figure 19*

Click Undo or Redo to cancel or repeat your drawings, or click Clear to remove them all from the map.

Open the Printing Tool by clicking on the printer icon in the top right hand corner of the Web Map display window.
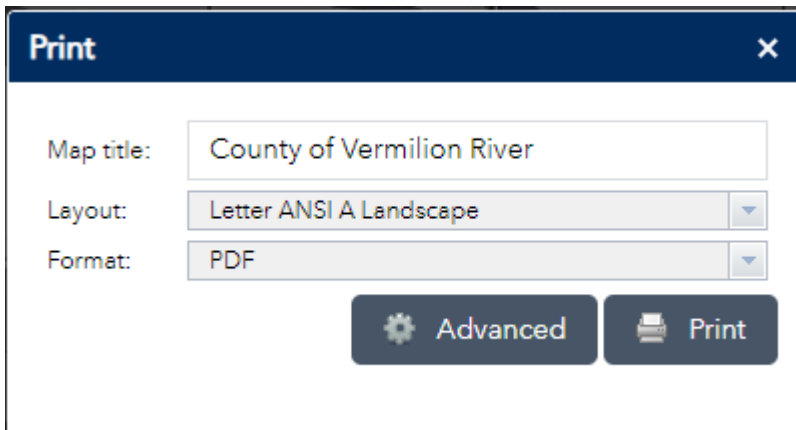


*Figure 20*

- Type a title for the map in the <u>Map title</u> text box.
- Select the applicable <u>Layout</u> and <u>Format</u> for the exported map. Click <u>Advanced</u> to open a menu with advanced print options.
- After all options have been set with the applicable values, click <u>Print</u> to submit all information to the print service.
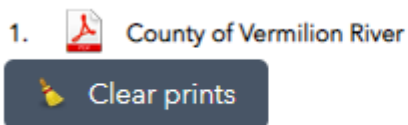


*Figure 21*

- Upon completion of the print job, a link to the print output displays.
- Click the task to open the file in a new window.
- Click on the 'Clear Prints' button to clear all the generated map files.

## ABOUT TOOL/WIDGET

Open the about widget by clicking on the icon in the top right hand corner of the Web Map display window.