

WAITOMO DISTRICT COUNCIL

ONLINE MAPS



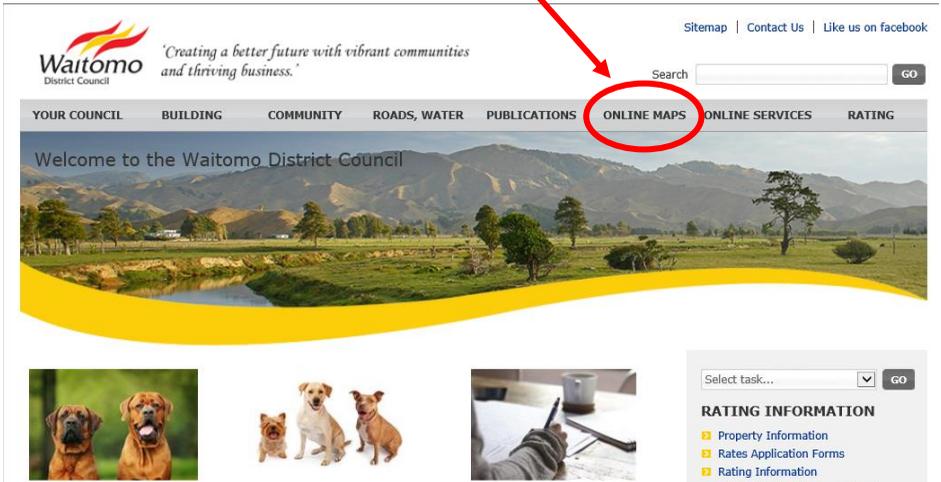
Updated June2017 - This document contains an overview of Waitomo District
Council Online Maps

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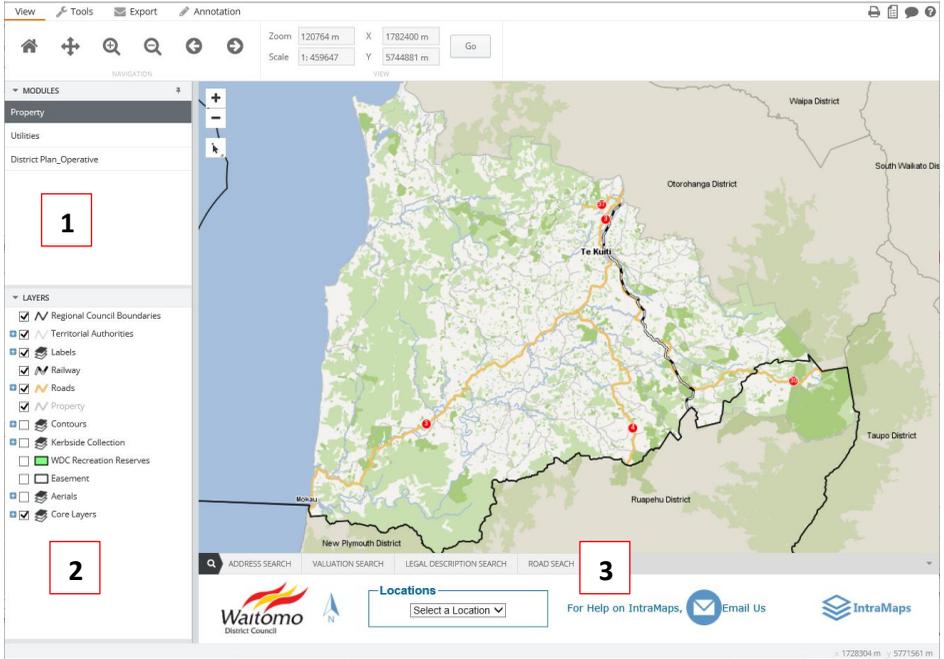
Starting Online Maps

You can start Online Maps from the link on the Home page of the Waitomo District Council website.



Main Screen

Click on the link to Online Maps. Read and agree to the information disclaimer, then the Main Screen will appear.



1. **Modules** – A useful way of grouping things to show different information
2. **Layers** – Shows the layers of information in each Module
3. **Search bar** - Different options at the bottom of the map to locate what you are looking for

Menu Bar

Useful tools and functions can be found under these tabs on the Menu.

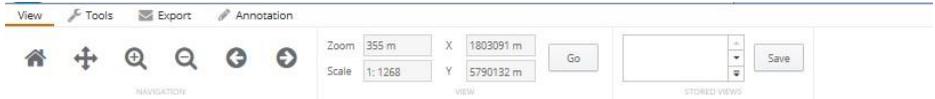


There is a standard set of functions on the right hand side of the Menu Bar.



How to use Online Maps

View Tab



Home button, back to full initial view



Pan button to move around the map view



NAVIGATION

Zoom in and Zoom out



Go back and Go forward

You can easily set a Zoom distance or a Scale to view the map on your screen. If you have co-ordinates just enter them in the X Y boxes – then click GO.



To save your favourite place, locate it on the map then click Save and name your view.



Tools



Point Selection



Circle Selection



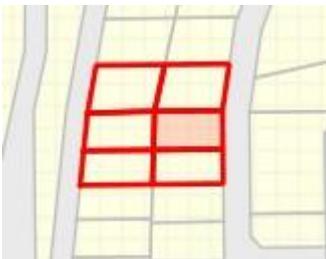
Rectangle Selection



Polygon Selection



Share Boundary Selection – this selects all features that share the same boundary. E.g. all properties that join each other. Select the Tool then click on the Property.



10m



Buffer around a selection. Enter the distance you want to buffer then select a feature. This will select all features within the buffer distance.



Add to a Selection that you have already made



Remove any feature from a Selection



Allows you to choose what Layer you want to select.



Co-ordinate Tool, to give you co-ordinates of where you click on the map.



Measure Distance – click at each point along the path you are measuring, then double click at the end.



Measure Area - click at each point around the area you are measuring, then double click at the end.



If you have a GPS capable device you can click to view where you are on the map.

Export



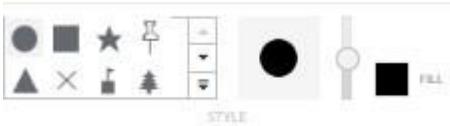
PRINT

Print to a Standard Template (A4, A3 landscape or portrait etc.)

Annotation



All of the following can be personalised for style, size and colour. These will be enabled once you choose a tool.



Add a symbol



Add a line



Add a shape



Add a rectangle



Add a circle



Add text

Edit Annotation



EDIT



All features can now be edited on the screen after being drawn. The shape, size, location, colour can all be altered.



Delete separate Annotations that you have created

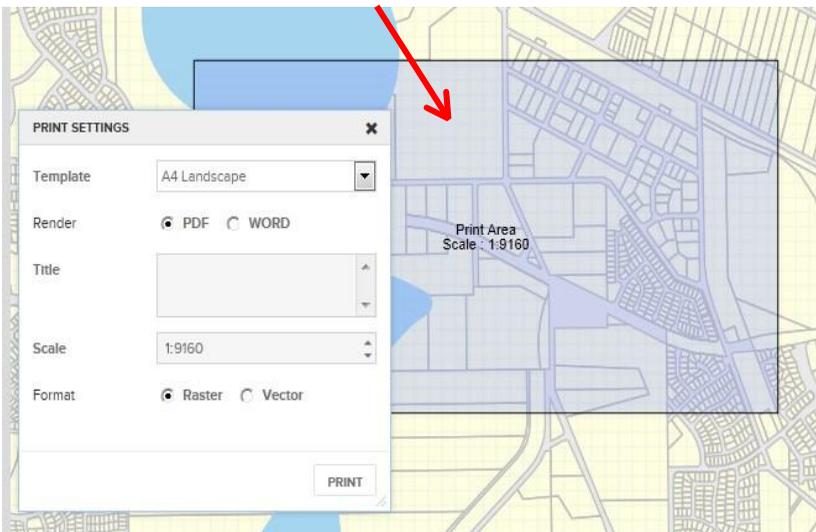


Delete all Annotations

Printing

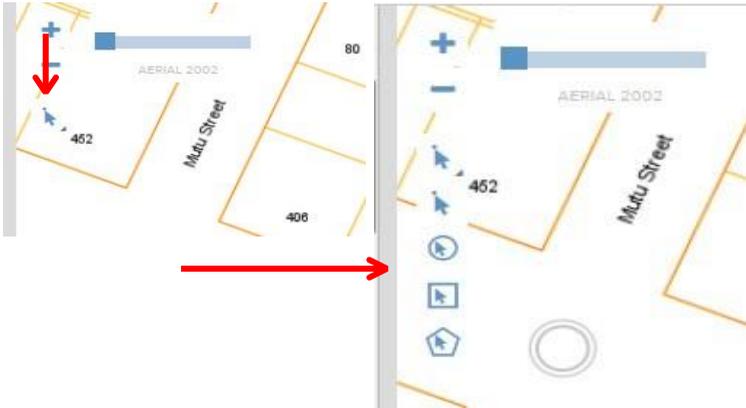


PRINT When you press the print icon, the normal print dialogue window appears where you choose scale etc. However you will also have a blue box on the map to show exactly the area that will appear on your print. You can see this change size and shape according to the orientation and scale you choose. You can also drag the map around so the print area covers the features you need to print.



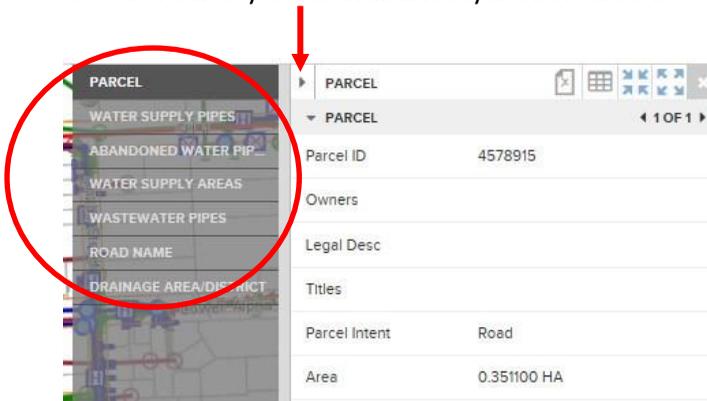
Selection Tools

Next to the navigation buttons on the map screen there is a Select Tool icon, click this to show all available select tools and choose the one you need.



Selection Panel

When you select a feature the side panel has more functionality. The top bar shows the layer that you have selected. Click the arrow next to this to show any other available layer information.



Search Bar

The icon in the left hand corner will display a list of all available Searches.



The Search area can be minimised to show more of the map.

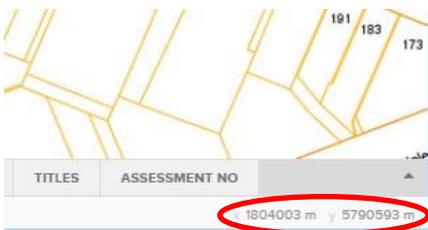


Layers

You can switch on and off multiple layers at a time. Tick the boxes next to the layer name quickly and they will all refresh at once, rather than waiting for each one to refresh separately.

Co-ordinate Display

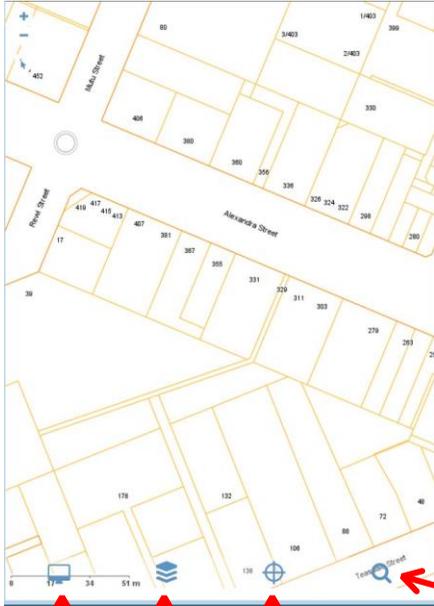
As you move the cursor around the map screen it will display the coordinates of the cursor in the bottom right corner.



Small Screen / Mobile display

As the screen size shrinks e.g. for a tablet or Smart Phone the display will change to maximise the screen area for the map.

Icons are displayed at the bottom of the screen for Modules, Layers, GPS and Searches.



Searches

Modules Layers Current Location