

Web Mapping Manual

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**Pro-West &
Associates, Inc.**
Geographic Information System Specialists

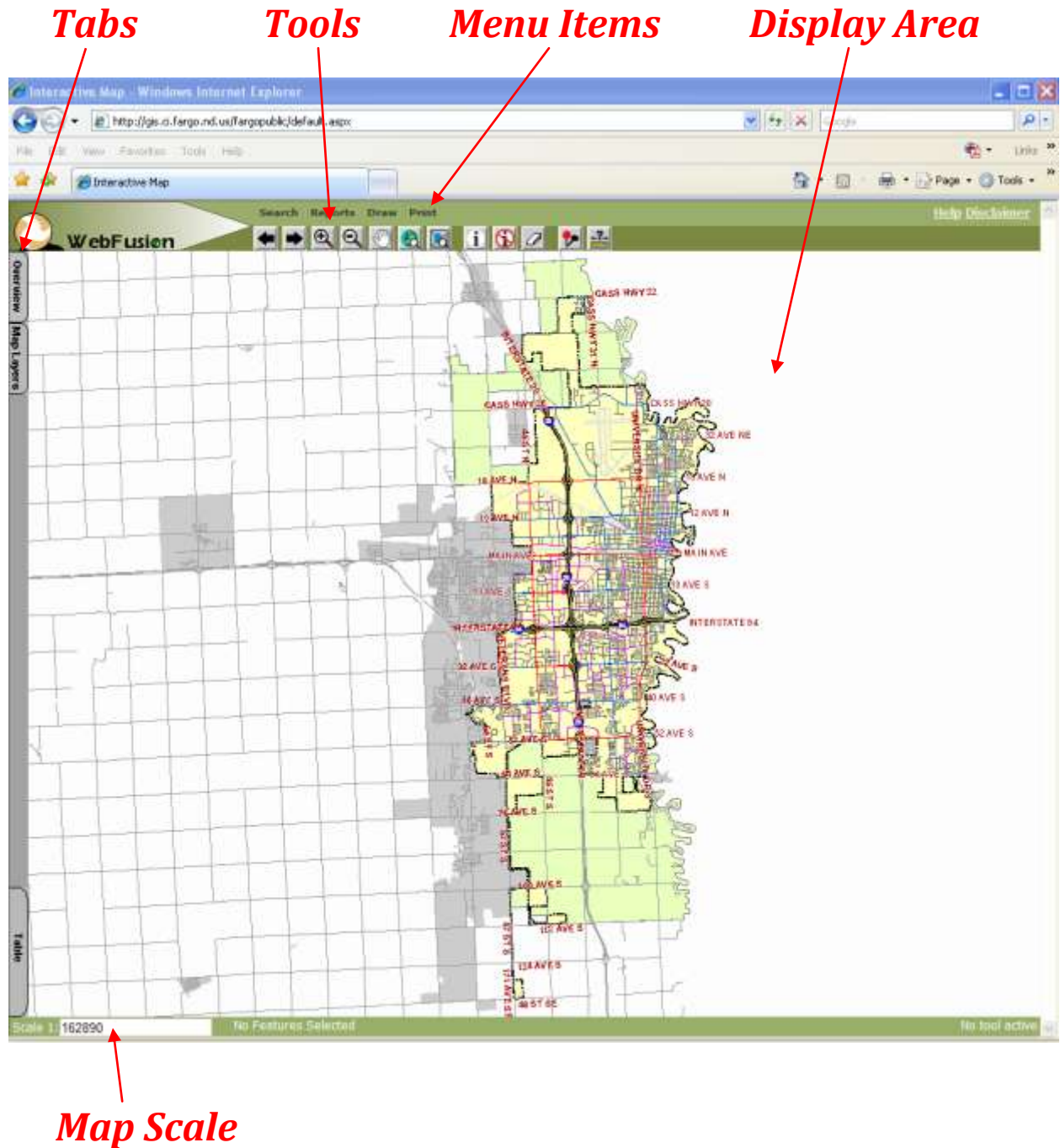


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WebFusion Interface

The WebFusion Interface looks much like other Windows application interfaces. The application, which is being served from a web server, is accessed through Internet Explorer. The tools have been created to decrease the time it takes to complete tasks, improve public service efficiency, and increase the accessibility of GIS data. This manual will walk through the various tools and tasks that can be accomplished using WebFusion.



Map Layers Tab


The map layers tab displays a list of available spatial information.

- ❖ Click on the **Map Layers** tab to display the map layers.
- ❖ Clicking on the checkbox to the left of the layer name turns the layer on and off.
- ❖ The  symbol to the left of the checkbox displays the layer legend.

Tip: The map will automatically refresh when a layer is turned on or off.

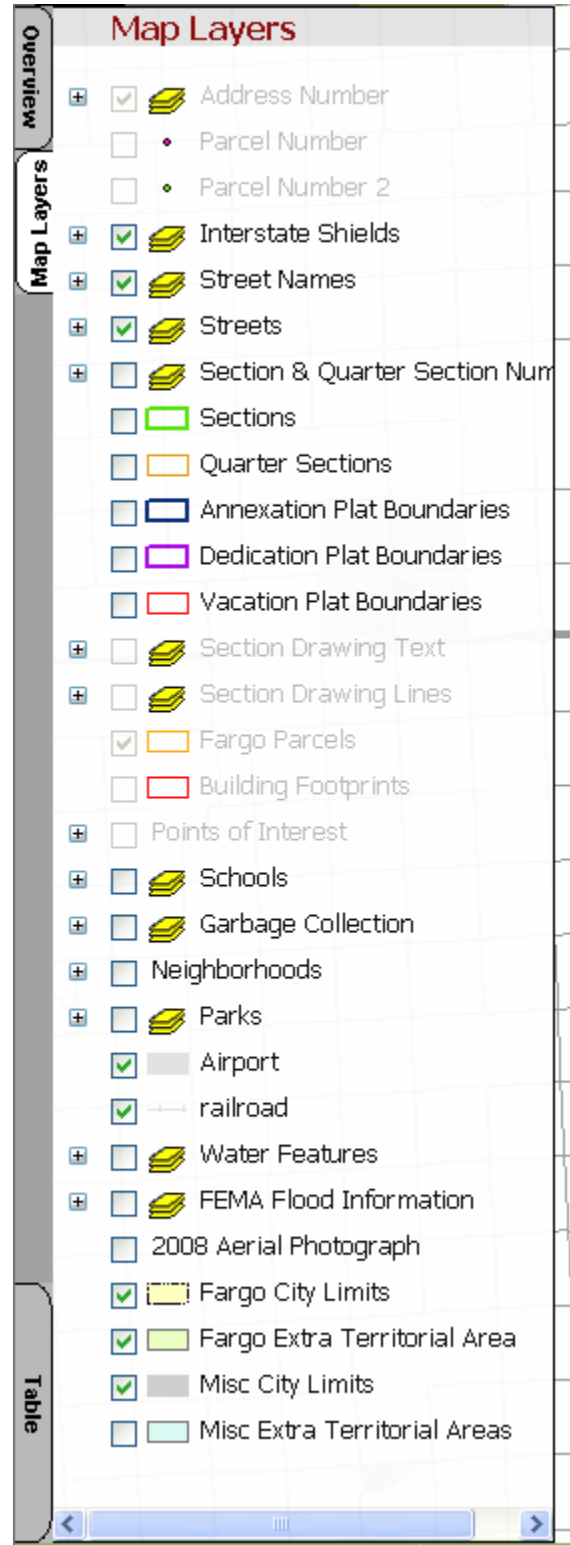
Layers that are scaled dependent are grayed out in the **Map Layers** display. The layer has been programmed to display only when zoomed into a specific scale.

Similar layers in the map layers tab are grouped together in "group layers". Group layers are used to quickly turn on and off groups of layers.

Click the  next to the **Garbage Collection** layer for an example of a grouped layer.

You will now see the individual layers and their symbols. You can check them on and off to view them. Zoom into your map, if needed, and click on or off the individual layers to view the layers

Note: The features of the scale dependent layers (grayed out) don't display in map until you are zoomed in below a set scale. Example: *Section Drawing Lines* will not display in map until map scale is 1:15,000 or less.



Tools

When you first open the intranet application you are zoomed to the full extent of the City of Fargo by default. The Navigation Tools provide the ability to zoom in and out of the display, and pan throughout the display area. In addition they allow you to select features in order to gather and display attribute information.



Zoom back to previous extent by clicking on the **Previous** tool.



Zoom to Next extent by clicking on the **Next** tool.



To zoom in to an area on the display, click on the **Zoom In** tool.

- ❖ Click in the upper left of the area you want to zoom in to. Hold down the left mouse button and drag a box around the area. Release the left mouse button to complete the zoom in function.
- ❖ You may also click anywhere on the map for a **Fixed Zoom In**.



To zoom out an area on the display, click on the **Zoom Out** tool.

- ❖ Click and drag a box. The smaller the box, the further you will be zoomed out.
- ❖ You may also click anywhere on the map for a fixed zoom out.



Click the **Pan** tool, then click in the display and drag it to a different location in the display.

- ❖ The **Pan** tool can also be used to center the map on a clicked point, simply click anywhere on the map with the Pan tool and the map will pan to the center of the clicked point.



Zoom to the full extent of the display clicking on the **Full Extent** tool.

- ❖ This will take you back to the Citywide view.



The **Zoom to Selected** tool is used to zoom to selected features.



The **Identify/Select** tool is used to identify one or more features and view database information. The identify tool has 4 options for selecting features; *New Selection*, *Add to Selection*, *Select from Selection*, and *Remove from Selection*.



Individual features can be unselected from the group of selected set of features by clicking on **Remove Selection** tool.

- ❖ Click on features you want to remove, or you can click and drag a box that touches multiple features to remove more than one feature at a time.



Click on the **Clear All Selections** tool to clear all selected features at one time.



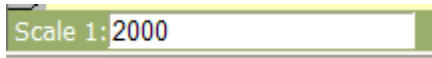
The **Find Lat Long** tool.

- ❖ Click the **Find Lat Long** tool.
- ❖ Click anywhere on the display map.
- ❖ A dialog box will open displaying the **X,Y Coordinates** and the **Latitude** and **Longitude** of the point clicked.

Field	Value
X Coordinate:	2872669.7866
Y Coordinate:	440590.4468
Latitude:	46.8178
Longitude:	-96.8872




The **Measure tool** explained on page (14).

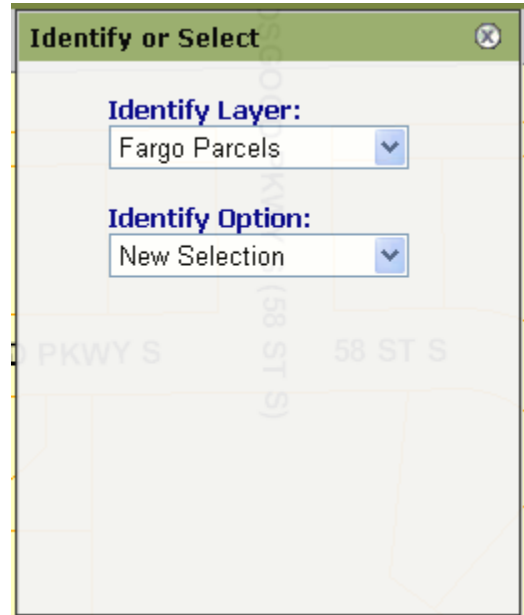


The **Map Scale** can also zoom to a specified scale by typing in the desired scale and pressing enter.

Table Tab

When using the Identify/Select tool, search options, or buffer tool the table tab will automatically open when a feature is selected. Within this tab you will have the option to select features.

- ❖ Click the **Identify/Select** button  and the identify dialog box will open.
- ❖ Select the layer you wish to identify in the Identify Layer drop down list (All Layers will appear in alphabetical order.)
- ❖ Select the **Identify Option**: *New Selection, Add to Selection, Select from Selection, or Remove from Selection.*
- ❖ Click on the feature you want to **Identify/Select** on the map (multiple features can be selected by clicking and dragging).



NOTE: If only one feature is selected the Single Feature dialog box will open.

	Acres	Parcel Number	Seqid	Year	Owner1	Owner2	Land Address	Land Zip	Mail Address	Mail City	Mail State	Mail Zip
<u>Remove</u> <u>Select</u>	0.25367198	01-7020-01220-000	2	2010	OSGOOD INVESTMENTS LLC		5921 OSGOOD PKWY S	58104	4265 45 ST S STE 200	FARGO	ND	58104
<u>Remove</u> <u>Select</u>	0.25367396	01-7020-01230-000	2	2010	OSGOOD INVESTMENTS LLC		5947 OSGOOD PKWY S	58104	4265 45 ST S STE 200	FARGO	ND	58104
<u>Remove</u> <u>Select</u>	0.25367396	01-7020-01240-000	2	2010	ROLLER, SCOTT M & STACI R		5973 OSGOOD PKWY S	58104	5973 OSGOOD PKWY S	FARGO	ND	58104
<u>Remove</u> <u>Select</u>	0.25367248	01-7020-01250-000	2	2010	OSGOOD INVESTMENTS LLC		6001 OSGOOD PKWY S	58104	4265 45 ST S STE 200	FARGO	ND	58104

Scale: 1:2100 Fargo Parcels: Records 1 to 4 (of 4 records selected)

When multiple features are selected the **Table Tab** will open and display tabular information for the selected features as shown above.



Expands the table for easier viewing.


To select an individual feature click on the underlined **Select** to select the feature.

A dialog box will open and display information for that feature, as well as any reports that are available for the selected feature.

Report Tools

The Report tools are not functional until a feature(s) is selected from the display map. A selection can be completed using the **Search Menu** tools (Page 10). A feature can also be selected with the **Identify/Select** tool found within the navigation tools.

Single Feature Reports


- ❖ Click the  button and select Fargo Parcels as your identify layer.
- ❖ In the display area, click on the Fargo Parcel you wish to view.
- ❖ When only one feature is selected the **Single Feature** dialog box will open. Tabular information for the feature will be displayed as well as the available reports.
- ❖ Select the type of report you wish to view in the dropdown list. Click the **Go** button to open the report.



The report will display in .pdf file format (Adobe Acrobat format).

- ❖ Click **Open** in the **File Download** pop-up dialog box.
- ❖ Choose to **Save** the report if you want to view it at a later time or attach the report to an email.
- ❖ You must have Adobe Reader loaded on your computer to view the report.
- ❖ Click on **File>Print** to print the report.

Plat Image Reports are available for Annexation, Dedication, Vacation Plats and etc.

- ❖ Click the  button and select **Dedication Plat Boundary** as your identify layer.
- ❖ In the display area, click on the Plat you wish to view.
- ❖ Click the **Go** button to open the report.



Search Menu

The Search Menu gives you several options for searching and selecting features. The map display will automatically zoom to the features returned by any search options. The result will also be automatically displayed in the table tab.

Perform a General Search

The steps for performing a **General Search** include;

- ❖ Select **General Search** from the **Search Menu**; a dialog box will open displaying search options.
- ❖ Choose the **Search Layer**.
- ❖ Choose a **Search Field**.
- ❖ Set the comparison method;
 - If the **Search Field** is text field your comparison options are: =, Starts With, Ends With, or Contains.
 - If the **Search Field** is a numeric field your comparison options are: <, >, <=, >=.
- ❖ Enter a value in the **Value Box**.
- ❖ Select a **Search Type**; *New Selection, Add to Selection, Select from Selection, Remove from Selection*.
- ❖ Click the **Run Search** button.
- ❖ The **Table Tab** will display the results. And the display area will automatically be zoomed to the returned features.

Example:

- ❖ **Selection Layer:** Fargo Parcels
- ❖ **Field:** Parcel Number
- ❖ **Comparison Method:** =
- ❖ **Value Box:** 01-7020-01361-000
- ❖ **Search Type:** New Selection
- ❖ This example will search the Fargo Parcels layer for features where the *Parcel Number* field is equal to 01-7020-01361-000.

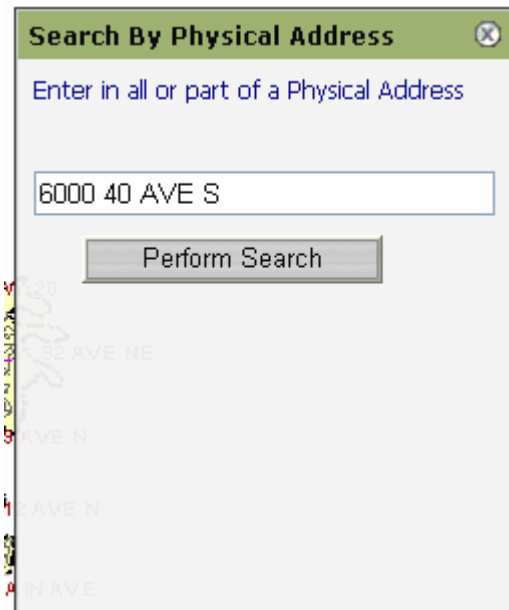
Predefined Searches

The predefined searches query the parcel database. The options are *Search By PIN*, *Search By Subdivision Name*, and *Search By Physical Address*, and *General Search*.



Example: Search By Physical Address

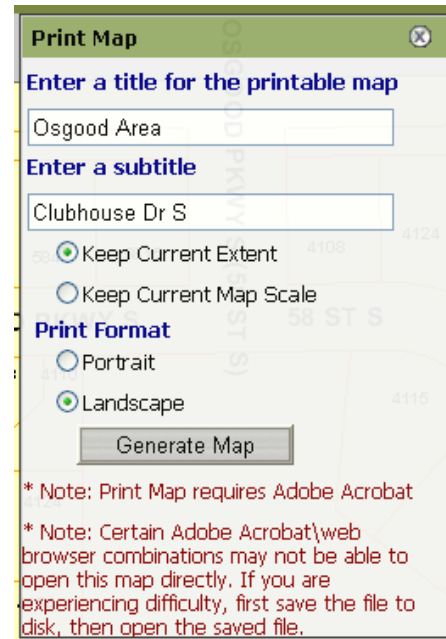
- ❖ Select ***Search By Physical Address*** from the Search Menu.
- ❖ In the text box enter all or part of a Physical Address.
- ❖ Click the ***Perform Search*** button.
- ❖ The ***Table Tab*** will display the results and the display area will automatically zoom to the features returned by the search.



Printing a Map

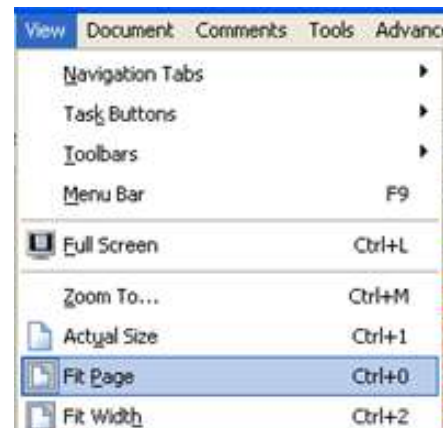
Your internet WebFusion application contains a map template that makes it easy to create and print maps of the display area. The template includes common map elements (north arrow, scale bar, title, neat-line, etc.)

- ❖ **Zoom in/Zoom** out or the desired map or *pan* to get the features to appear on the map, as you want them.
- ❖ Click the **Print Map** menu; a dialog box will open.
- ❖ Type in a **Title** for your map.
- ❖ Choose to keep the **Keep Current Extent** or **Keep Current Map Scale**.
- ❖ Click the **Generate Map** button.
- ❖ If map does not get created, confirm *Pop-up Blocker* is set to *Always Allow Pop-ups from This Site*, as shown below.



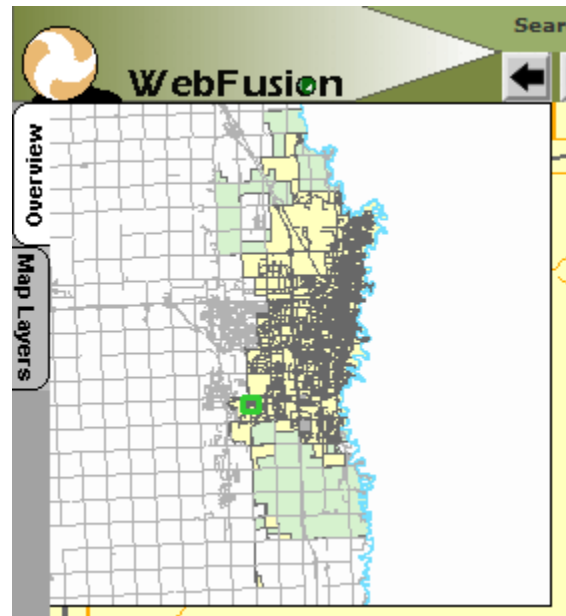
The map will open in Adobe Acrobat. If your Adobe Acrobat is an earlier version than 4.0, you may have trouble viewing the map.

- ❖ Click **View>Fit Page** to be able to view the full map in the display area of your monitor.
- ❖ Click **File>Print** to print the map.
- ❖ Select printer.
 - Each printer has a different set up. The map template is set to 8.5 x 11 inches. You will need to make sure that the “Fit to Printer Margins” option is checked on.
 - You can save a copy of the map for printing or emailing later by clicking on *File>Save a Copy*.
- ❖ Browse to the directory location you want to save the .pdf file. The map will be named *mapreport(1).pdf* by default. You may rename the file.
- ❖ Click **File>Exit** to exit the map.



Overview Tab

The Overview Tab gives the user a tool to reference where they are zoomed. The overview tab will display a green square where the user is zoomed within the display map. If you are zoomed into a very small area on the display map, the green square will appear to be a green dot on the overlay map.

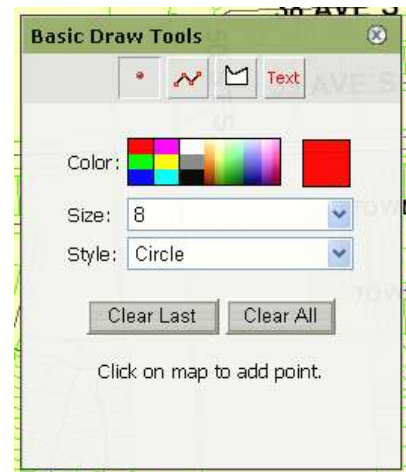


Draw Menu

The draw menu includes options for adding graphics to the map display. The Basic Draw option allow you to draw a simple point, line, polygon, or text.


Basic Draw:

- ❖ Click on the **Draw Menu**.
- ❖ Select **Basic Draw Tools**.
- ❖ Select the draw tool (Point, Line, Polygon or Text); the draw dialog box will open.
- ❖ Select the color, size and style to draw.
- ❖ Click to add the point to the map, if drawing a line or polygon double-click when you are done to add the object to the map.

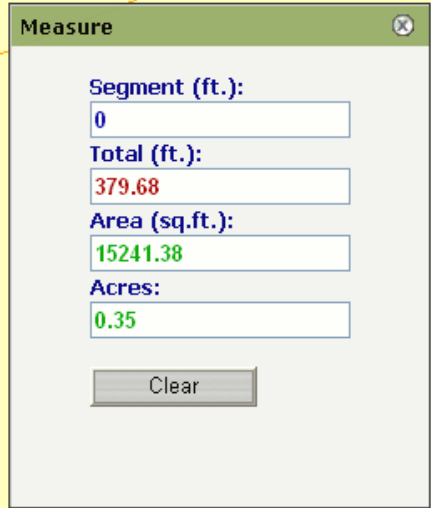


Tip: The **Clear Last** button will clear the last line drawn. The **Clear All** button will remove all graphics that you have added to the display.

Measure Tool

The **Measure Tool**  can be a very useful tool to calculate an approximate distance or area of a feature(s) on the map. The Measure tool measures the distance of each individual segment, the total of all segments, the total square feet or the acres of an area.

- ❖ **Zoom In** or **Zoom Out** of the map to the desired viewing scale.
- ❖ Click on the **Measure Tool**; the Measure window will open.
 - Each time you click on the map, the **Measure** tool will add another segment to the measurement and display the segment length, as well as the total length of all segments.
- ❖ Click around or along the feature until you are back to the beginning of the feature.
- ❖ Double click to stop measuring.
 - The last segment measured will be displayed, the total perimeter of the feature and the acres are displayed in the Measure window.
- ❖ To begin a new measurement, click the **Clear** button at the bottom of the measure window.



The screenshot shows a 'Measure' dialog box with the following fields and values:

Segment (ft.):	0
Total (ft.):	379.68
Area (sq.ft.):	15241.38
Acres:	0.35

At the bottom of the dialog box is a 'Clear' button.

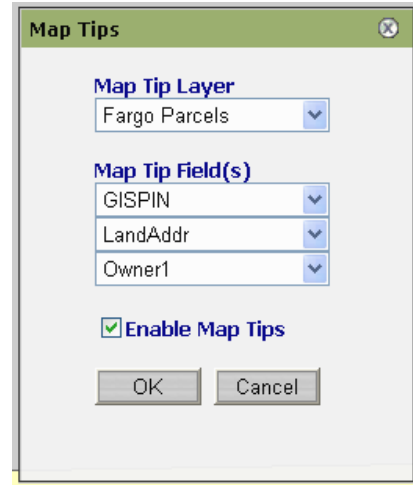
As you measure, a red line will display the segments included in the total, the blue line will represent the current segment not yet added, the green line will display the best fit line that completes a polygon. For your convenience, these line colors are coordinated with their numerical values in the measure dialog box.



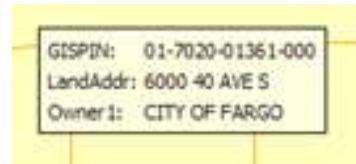
Map Tips

A quick method of viewing tabular information for certain features is by using the Map Tips option. Map Tips allows the user to display a feature’s chosen field value when hovered over with the mouse. You may use up to three different fields to display information.

- ❖ Select **Map Tips** from the **Options** Menu; a dialog box will open.
- ❖ Select **Map Tip** Layer.
- ❖ Select the **Map Tip** Field(s).
- ❖ Click the **Enable Map Tips** Checkbox.
- ❖ Click **OK**.
- ❖ Move the mouse over a feature.
 - The map tip will display the field and field value for the feature.
- ❖ To turn Map Tips off, simply uncheck **Enable Map Tips** and press **OK**.



Note: Map Tips will revert to the default settings each time you login.



Help Menu

- ❖ The **Help Menu** is located at the top right of the WebFusion Interface.
- ❖ The **Disclaimer Menu** will display the Disclaimer: on all printed maps.

