

ConnectGIS User's Manual

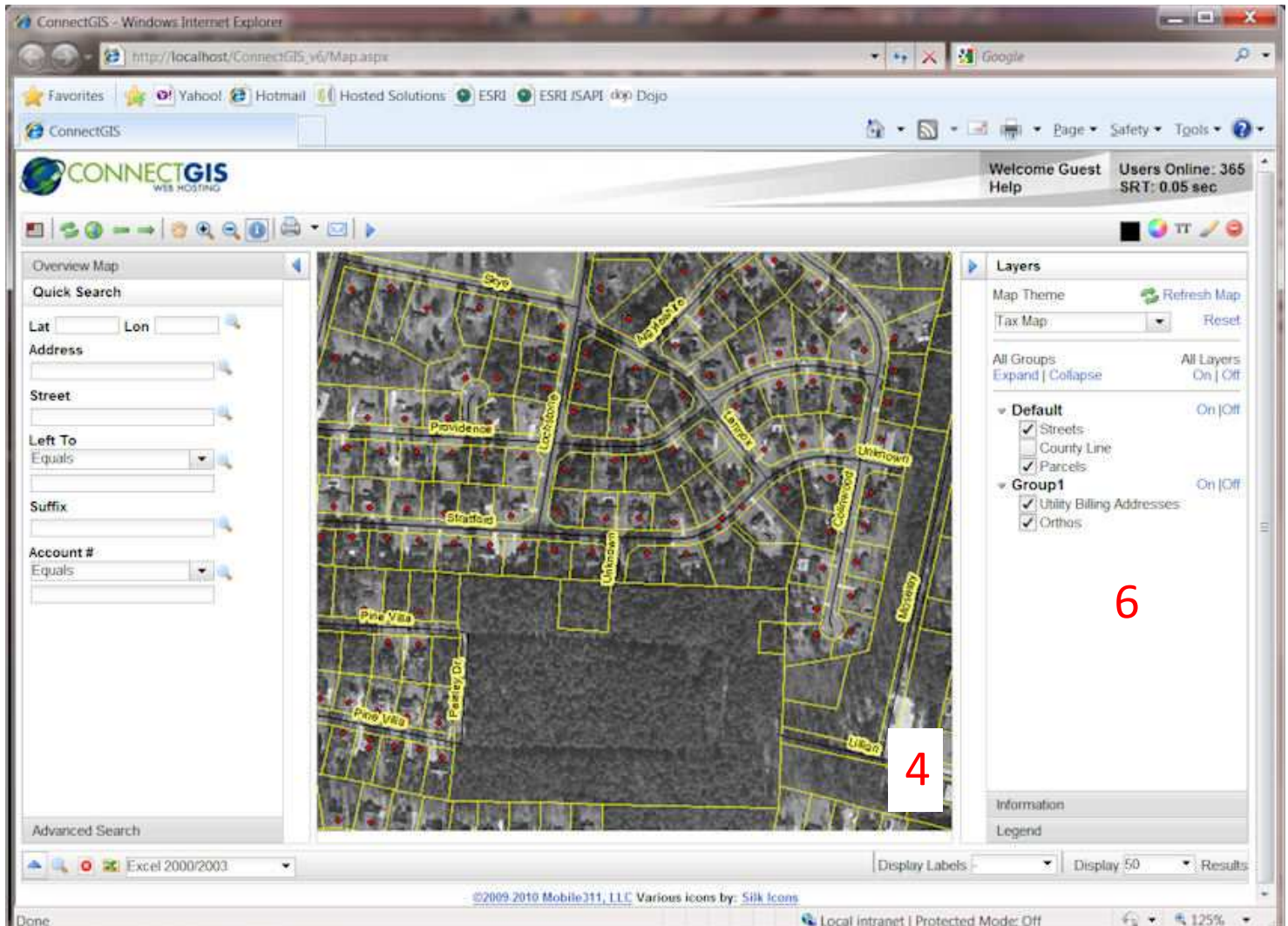
Table of Contents

Click on a title to jump to that section.

I.	The Layout	3
II.	The Toolbar	4
	a. Advanced Tools	
	b. Mark Up Tools	
III.	Search (left) Panel	6
	a. Quick Search	
	b. Advanced Search	
IV.	Results (bottom) Panel	7
	a. Changing how your results are displayed	
	b. Clearing Results	
	c. Exporting to Excel	
V.	Layers (right) Panel	9
	a. Layer Options	
	b. Map Themes	
	c. Information tab	
	d. Legend tab	
VI.	Using The Basic Tools	11
	a. Zooming in and out	
	b. Moving around the same extent	
	c. Identify Database	
	d. Print Screenshot	
	e. Email a Map Screenshot	
VII.	Using the Mark Up Tools	14
	a. Add a line segment	
	b. Add text	
VIII.	Using the Advanced Tools	14
	a. Downloading GIS data or Georeferenced Screenshots	
	b. Using the Buffer Tool (Ajoiner Tool)	
	c. Using the Measure Tool	
	d. Zoom to Scale	

The Layout

At startup, you will see your initial extent along with the controls. There are 6 main sections.



1. Toolbar
2. Mark Up Tools
3. Search (left) Panel
4. Map
5. Results (bottom) Panel
6. Layer/Info (right) Panel

The Toolbar


Here is a brief overview of all the tools:

 Toggle Overview Map

- Reveals the Overview Map in the left panel

 Refresh Map


- Reloads the map

 Initial Extent

- Returns the map view to its default extent

 Previous Extent

- Move backwards through your extent history

 Next Extent

- Move forward through your extent history

 Pan

- Move around the map without zooming in or out

 Zoom In

- Click and drag to create box around the area you want to magnify

 Zoom Out

- Click and drag to create box around the area you want to de-magnify.

 Identify Database

- Click to query information from the database.

 Print Map

- Print your current map view, including annotations. Click the down arrow to select print size


 Email Map





- Send a screenshot of your current map view, including annotations, to any email address.

 Display Advanced Tools

- Reveals the advanced tools on the tool bar






Advanced Tools

To access the advanced tools, click the  button on the toolbar. Here is a brief description of the advanced tools:

-  Download Currently Displayed Data
 - Creates a zip file of the GIS data and downloads it to your computer
-  Download Georeferenced Image of Currently Displayed Data
 - Creates a zip file of screenshot and world file and downloads it to your computer
-  Buffer an Area on the Map (Ajoiner Search)
 - Brings up menu that lets you search by source layer, target layer, and distance
-  Measure an Area of the Map
 - Measures the length of line segments and area of polygons drawn on the map
- Zoom to Scale
 - Type a number in the box to zoom to that scale

Mark Up Tools

Here is a brief description of the mark up tools:

-  Current Color
-  Choose Color
 - Brings up a selection of color swatches
-  Add Text
 - Insert text anywhere on the map
-  Add Graphics
 - Draw line segments on the map
-  Clear All Graphics
 - Erase all added text and lines.

Search (left) Panel

The left most panel contains ConnectGIS’s search functions. In most ConnectGIS sessions you will start here. There are 3 sections in this panel:

- Overview Map
- Quick Search
- Advanced Search

Here is how to use each section:

Quick search

- If the Quick Search section isn’t already open, click on the header in the left hand column labeled “Quick Search”
- Enter your search term into the appropriate field and click the 🔍 next to the search field or hit enter on your keyboard
- The map will automatically zoom to the closest extent that allows you to see all of your results
- If you are unsure of the format your search term should be in, a handy pop-up will tell you when you click in the empty field.



Advanced Search

- Advanced Search works the same way that Quick Search does, but it adds extra fields and parameters that allow you to refine your search more.

Note: Search terms will vary depending on your map theme.






The screenshot shows a web browser window displaying a GIS application. The browser's address bar shows the URL `http://iredell.connectgis.com/Map.aspx`. The application header includes the "CONNECTGIS" logo and a "Welcome Guest" message. The main map area displays a geographic region with several counties labeled: Wilkes County, Yadkin County, Alexander County, and Davie County. The map features a network of roads, including Wilkesboro Hwy, W Memorial Hwy, Harmony Hwy, and Turnersburg Hwy. 49 yellow circular markers, numbered 1 through 49, are scattered across the map. A search panel on the left side of the map contains fields for "Quick Search", "Lat", "Lon", "Address Search", "Name" (with "smith" entered), "PIN", and "Full Street Name". Below the map, a toolbar includes a "More results available" dropdown, "Display Labels 1-50", "Display 50", and "Results". At the bottom of the screen, a table displays the search results in a tabular format.



	Appraisal Cards	Name	PIN	Tax Acres
1	Appraisal Cards	SMITH HAROLD M+EMMA	4873966720.000	0.87
2	Appraisal Cards	SMITH CHERYL+BRENDA JOHNSON	4803468993.000	52
3	Appraisal Cards	SMITH DUANE F+MELISSA L	4873963486.000	1.5
4	Appraisal Cards	SMITH MICHAEL J+WINDY A	4863541119.000	22.5
5	Appraisal Cards	SMITH DENNIS WAYNE	4852997831.000	12.5
6	Appraisal Cards	SMITH JOSHUA LEE	4892743694.000	1.1

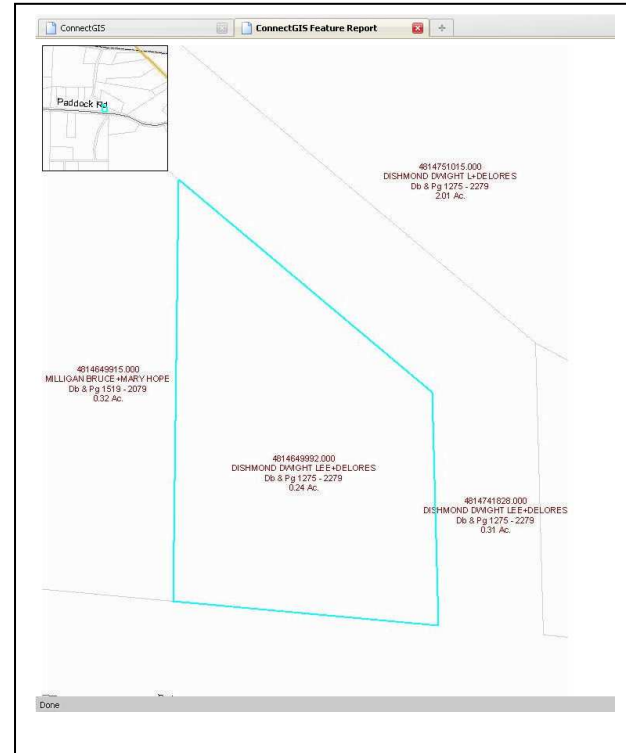
Results (bottom) Panel

The panel at the bottom will display the results from your searches in tabular form. The tools on this panel will allow you to manage the data. Here is a brief description of the tools on the results toolbar:

-  Zoom to all search results
-  Clear results
-  Export to Excel
 - Choose Excel file format
- Change # of result labels displayed on map
- Change total # of results displayed

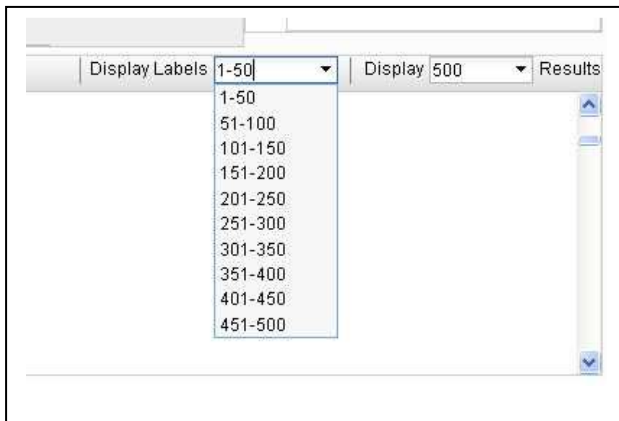
Here is more about how your results appear:

- Your search results will appear in a table in the bottom panel and on the map as numbered dots. The numbers on the dots correspond to the numbers next to each result in the table.
- Clicking the  button in the table will zoom you into that result.
- Clicking the  button will allow you to print a screenshot of that result. Then, click the box that says “click here to download your file” and the screenshot will open in a new window ready to be printed.
 - The screen shot includes a large view of the result with an overview map in the top left corner. Any layers that are turned on will show up. The data from the layers is also included underneath the screenshot.
- Any files linked to results will be hyperlinked in the results table. Simple click to open the file.




Changing how many results are displayed

- The Display Labels dropdown box allows you to choose which results are displayed on the map. Only 50 can be displayed at a time so if there are more than 50 results, you can select which group of 50 (1-50, 51-100, etc.). If there 50 or less, there will only be one option to choose, 1-50.
- The Display Results drop down box changes the number of total results. All the results will be displayed in the bottom panel, but only 50 will appear on the map at a time. You can change which 50 with the Display Labels dropdown box.

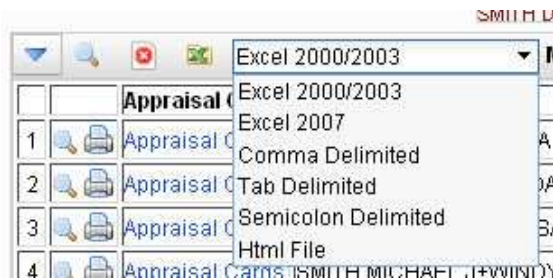


Clearing results


- Clearing results from the map and bottom panel is as simple as hitting the  button on the bottom panel.

Exporting to Excel

- You can download your results to excel by clicking the excel icon. Change the file format you download by picking from several formats in the dropdown list.



Layer/Info (right) Panel

The right most panel has 3 sections that allow you to change map layers as well as view data after using the inquiry tool ()

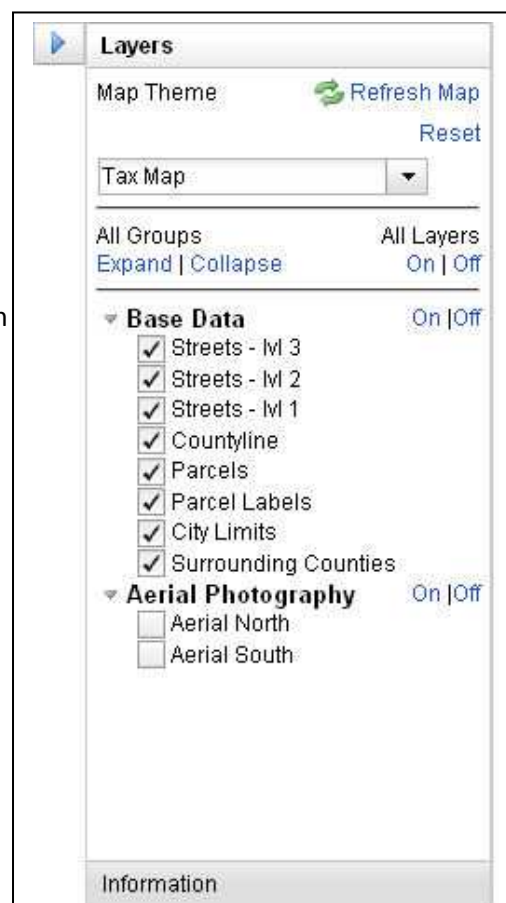
- Layers Section
- Information Section
- Legend Section

Layers section

Allows you to change the map and map elements displayed.

Layer options

- The layer options in the bottom half of the right panel can be turned off or on by checking or unchecking the box next to it.
- You can turn all of the layers off or on easily by clicking Off or On under All Layers. Likewise, all layers in a group can be turned off or on by clicking Off or On next to the layer group name.



- Clicking the arrow next to the group name will collapse or expand the options in that group.
- All groups can be collapsed or expanded by clicking Expand or Collapse under all groups.
- To return to the default settings, click reset

Map theme

- Map themes allow you to easily switch between predetermined sets of map layers. The top drop down box allows you to change the map theme.
- **Note: when you change the map theme the layer options below change and the search fields in the right panel also change. See the following example:**

The screenshot shows the ConnectGIS web application in a Mozilla Firefox browser. The interface includes a search panel on the left, a central map area with numbered parcels (1-44), and a layers panel on the right. Below the map is a data table with columns for Appraisal Cards, Name, PIN, and Tax Acres.

Appraisal Cards	Name	PIN	Tax Acres
1	SMITH HAROLD M+EMMA	4873966720.000	0.87
2	SMITH CHERYL+BRENDA JOHNSON	4803468993.000	52
3	SMITH DUANE F+MELISSA L	4873963486.000	1.5
4	SMITH MICHAEL J+WINDY A	4863541119.000	22.5
5	SMITH DENNIS WAYNE	4852997831.000	12.5
6	SMITH JOSHUA LEE	4892743694.000	1.1
7	SMITH CHARLOTTE T	4892744691.000	1.09

Information section

- This tab will expand and display data after the inquiry tool has been used to examine an area of the map.
- The options you find in the information tab are the same as the ones you find in the results (bottom) panel. You can print and zoom to a point.

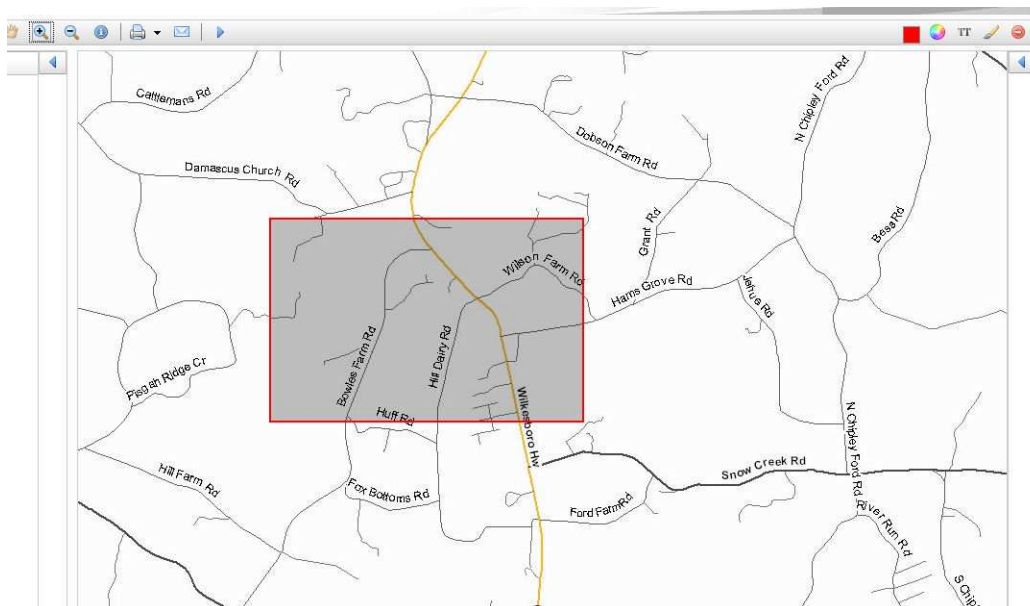
Legend section

- The legend tab displays information about the meaning of markings on the map.

Using the Basic Tools

Zooming in and Zooming Out

- This can be done 2 ways.
 - 1. Use the zoom in/zoom out tool. Click and drag a box around the area you want to zoom in or out of. If you accidentally go too far, you can use the previous extent button to move through your previous views or click the small globe to return to your original extent.
 - 2. Use the scroll wheel on your mouse. Roll the wheel forward to scroll in and roll it backward to scroll out.




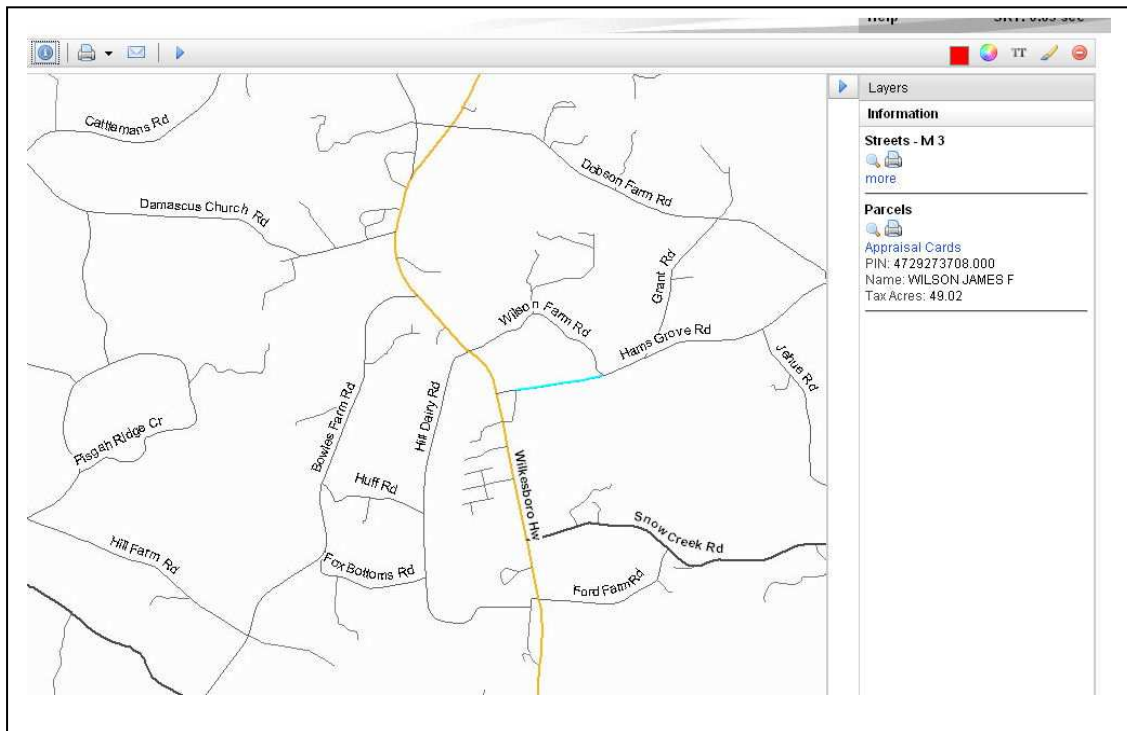
Moving around the same extent

- Use the pan tool
 - After selecting the pan tool, click and drag to move map around
- Use the overview map
 - Bring up the overview map by clicking on the button on the tool bar or clicking the “Overview map” header in the left panel.
 - Click anywhere on the overview map to jump to that location


Note: You can use the  and  buttons to go back and forth in your history of zooms and pans.

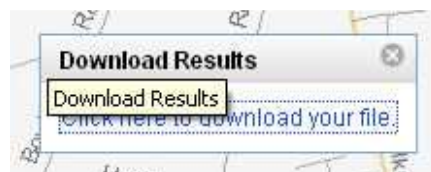
Identify Database


- Click on  and then click on area of interest on the map. The area will be highlighted and the data for that area will be displayed in the right panel.

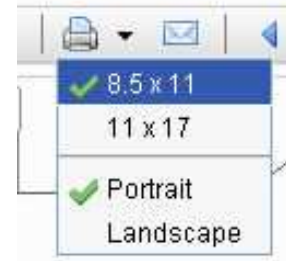




Print Screenshots

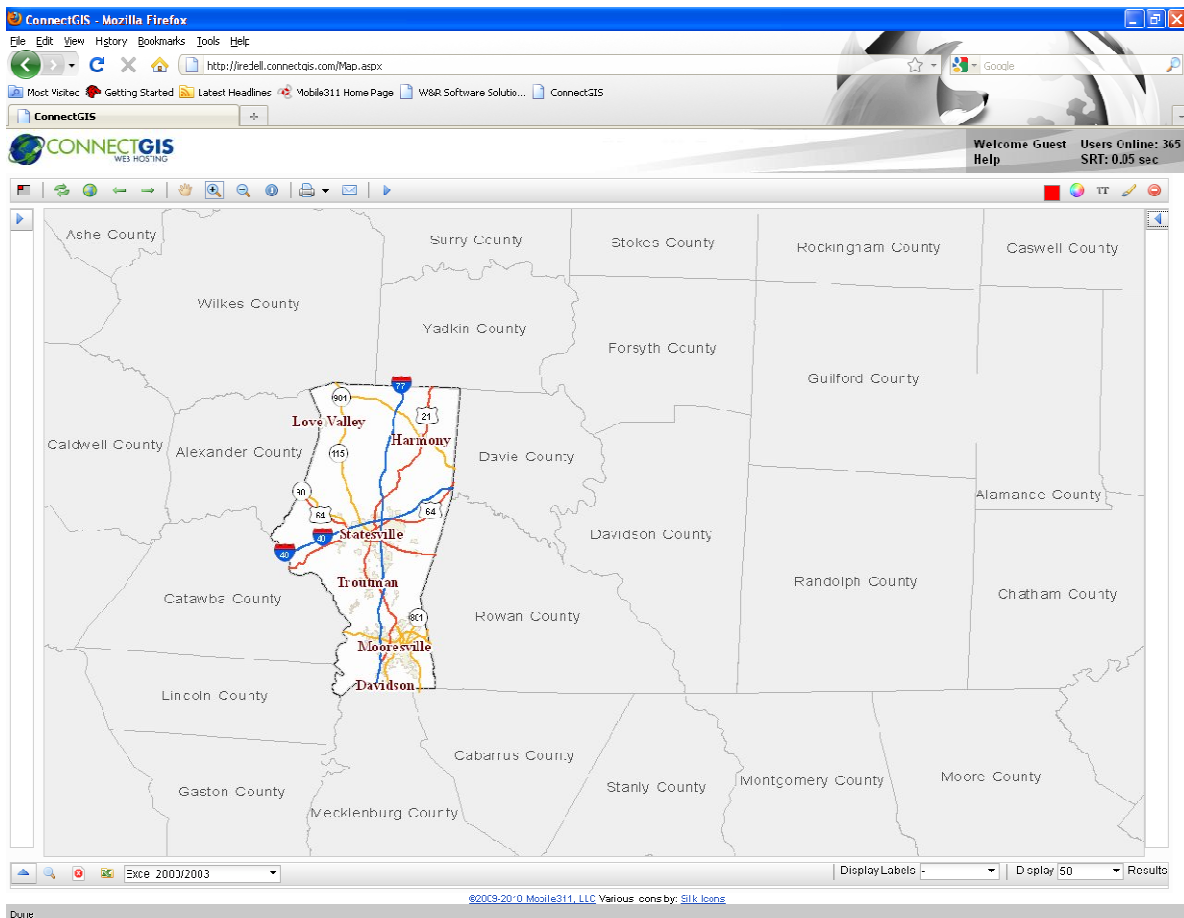
- The  button allows you to print your current views. Click the link in the prompt that comes up. This will open a new window with the screenshot in it. Now you can use your browser's print function to print.




- You can change the dimensions of your screen shot by clicking the arrow next to the  button. The check marks let you know what is currently selected.



- Every panel can be hidden to increase the map view. Just click the arrows (, ) on each panel to hide them.



Email a Map Screenshot


- When you click the  button, a dialog box will pop up asking for an email address. Enter the recipient's email and click ok. That's it.

- **Note: make sure the map appears exactly how you want your recipient to see it before you send it. All mark ups will be included in the map screenshot.**
- Your recipient will get an email that will look like this:



Someone has sent you a map from ConnectGIS
 support@mobile311.com
 To: jweber@mobile311.com
 Attachments:  _ags_map5e5861ad8cfe45d580817706db32a117x.jpg (54 KB)


Using the Mark Up Tools


Add a line segment

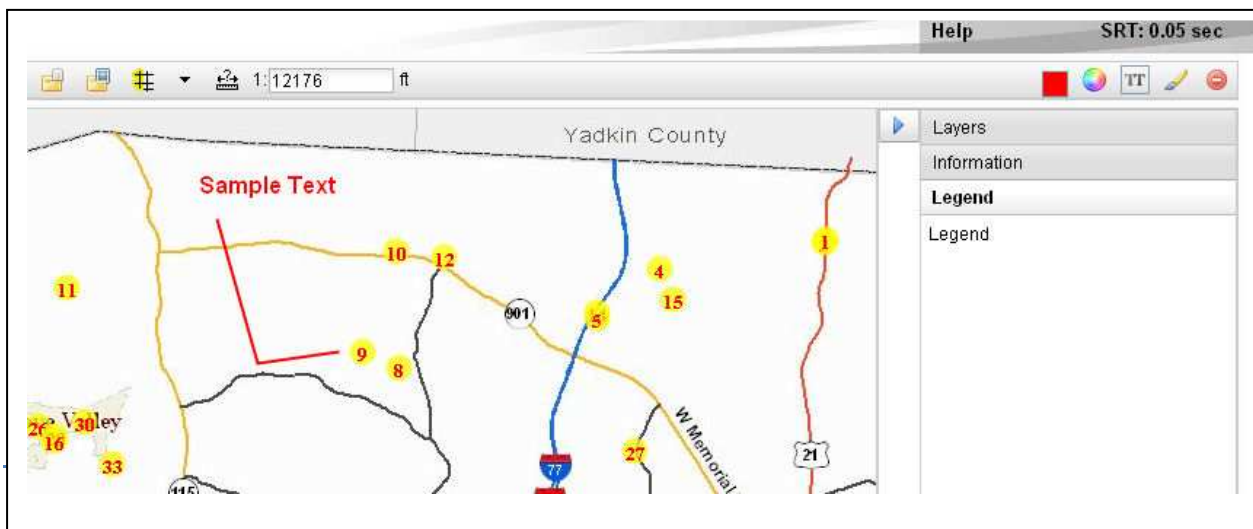
- Click the  button then click once on the map to start drawing.
- Move the cursor to the next point and click once again to set another point.
- When your finished drawing, double click to set the last point.

Add text

- Click the  button and then click the area on the map where you want to add text. A text box will appear. Type what you wish and click . Your text will now appear on the map.


Note: Before you draw or add text, be sure you have the color you want. Select a color by clicking on the  button and picking your desired color. The square next to the color wheel shows you your currently selected color.

To clear any graphics and text from the map, click the  button. Your graphics will stay on the map until you clear the map or close ConnectGIS.




Using the Advanced Tools

Downloading GIS data


- Click the  button.
- A dialog box will notify you of some ways to increase your download speed.
- Click ok and another box will appear asking you to click to download that data.
- After you click, your browser's default download client will appear.
- Click save and choose a location to save. A zip file with the GIS data will be downloaded and saved there.

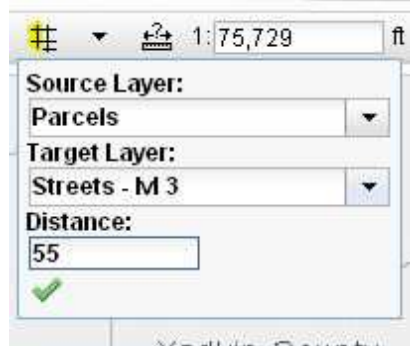
Download Georeferenced Image of Currently displayed data

- Click the  button. Click the link in the box that appears and follow a normal download procedure.
- A zip file will be downloaded with a .jpeg image and a world file.

Using the buffer tool (ajoiner search)


This search allows you to search one layer based on distance from another layer's features. For example, you could use this tool to bring up the results for all the streets within a certain distance of a parcel.

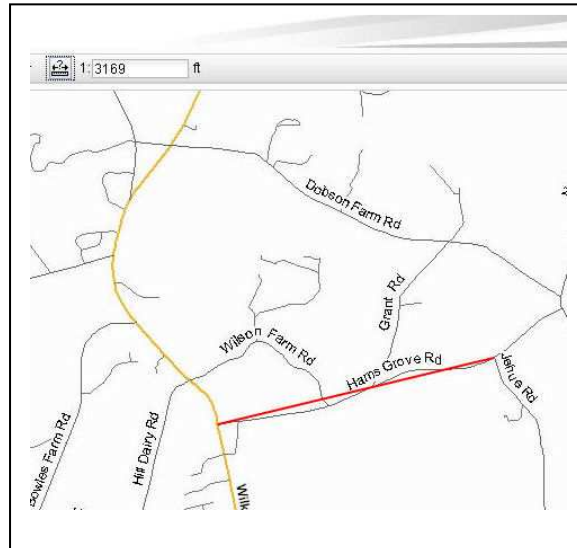
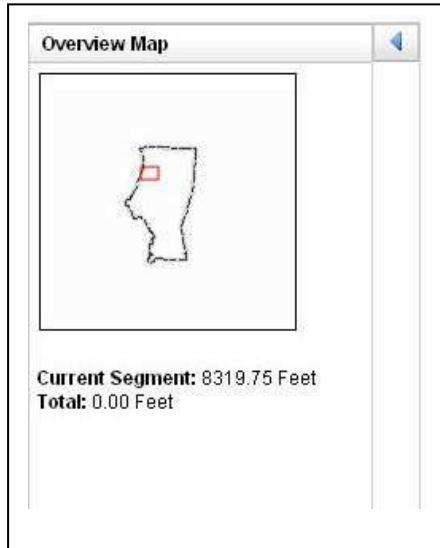
- To use this tool click the  button to bring up the settings. Choose your source layer (your starting point). Then choose your target layer (what you're looking for). Then type in a number for distance. This distance is in feet.



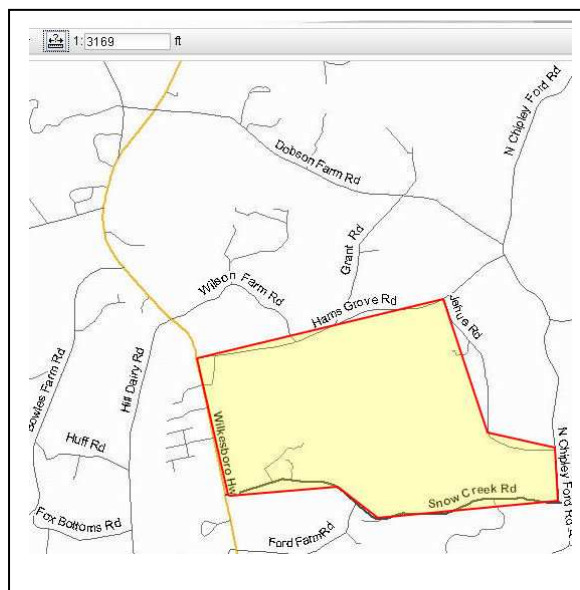
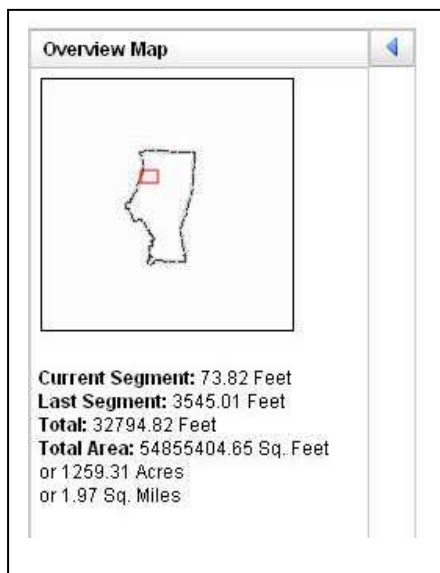
- After all that is set up, click on the area of the map that you want to be the center of your search. Your results should appear on the map.

Using the measure tool

- The measure tool works similarly to the draw tool.
- To start a line, click the  button and click once on the map.
- You can now move your mouse around the map with a line attached to it.
- Notice in the left column how the measurement changes in real time as you move the cursor around.



- To start a new line segment, click once. You can now create a new line segment from a pivot point at the end of your first one. Notice that the left panel shows the distance of your last line segment as well as your current segment.
- Create new line segments as many times as you need.
- When you are done, double click to end your final line segment.
- When you finish, ConnectGIS will automatically complete a polygon and calculate the area.



Zoom to scale

- The zoom by scale tool has 2 uses:
 - It will show you your current scale, no matter how your zoomed there.
 - It allows you to zoom to a specific scale by entering a number.
 - The smaller the number, the closer you will zoom in.