

# SPOTAccess

## *User Guide*

Contact: [contact@spotimage.com](mailto:contact@spotimage.com)

Website: [www.spotimage.com](http://www.spotimage.com)  
<http://access.spotimage.com/>

# SPOT ACCESS – User Guide

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Table of contents

- A. Log In to SPOT ACCESS ..... 5
  - 1) URL..... 5
  - 2) User Name / Password ..... 5
  - 3) Help / User Manual ..... 5
  - 4) Sign Up..... 6
  - 5) Forgot Password..... 7
  
- B. Locate the vicinity of Project ..... 8
  - 1) Locate by Address City, State, Zip Code, Country ..... 8
  - 2) Locate by Intersection ..... 9
  - 3) Location by Lat Long / Coordinates ..... 10
  - 4) Locate by using Map Navigations Buttons ..... 11
  - 5) Layer List..... 11
  
- C. Define your AOI..... 12
  - 1) Draw Rectangle AOI..... 12
  - 2) Draw Polygon AOI..... 13
  - 3) Open Additional AOI Options ..... 14
    - a) Decimal Degrees..... 14
    - b) Degrees Minutes Seconds ..... 15
    - c) AOI Shapefile ..... 16
  - 4) Zoom To Your AOI ..... 17
  - 5) Reset Your AOI..... 17
  - 6) Using Multiple AOI Polygons ..... 18

- D. Select Product ..... 19
  - 1) Select Product..... 19
  - 2) Search / Add to Order ..... 20
    - a) Search Criteria for “entire tile” ..... 20
    - a) Search Criteria for archive by AOI ..... 21
  
- E. Product Details..... 22
  - 1) Product Details for entire tile ..... 22
    - a) Add to Order / Remove from Order ..... 22
    - b) Zoom to Footprint ..... 22
    - c) Show All Footprints ..... 22
    - d) Show No Footprints..... 23
    - e) Refine Criteria..... 23
    - f) Current Search Criteria ..... 23
    - g) View Browse ..... 23
    - h) View Footprint..... 24
    - i) View Metadata ..... 24
    - j) View License ..... 25
  - 2) Items in Order Tab..... 26
    - a) Remove Item ..... 26
    - b) Zoom to Footprint ..... 26
    - c) Show All Footprints ..... 26
    - d) Show No Footprints..... 27
    - e) View Footprint..... 27
    - f) View Browse ..... 27
    - g) Upgrade License ..... 28
  - 3) Understanding Footprints ..... 28
    - a) Imagery Scene Footprints..... 28
    - b) Imagery Mosaic Footprints..... 28

- F. My Order ..... 29
  - 1) Contract ..... 29
  - 2) Discount ..... 29
  - 3) Product Information ..... 29
    - a) Choose Process ..... 30
    - b) Choose Format ..... 30
    - c) Choose Available Coordinate System (Projection/Datum) ..... 31
    - d) Scene Pricing ..... 31
  - 4) Remove Product ..... 32
  - 5) Check Out ..... 33
    - a) Order Name ..... 33
    - b) Choose Shipping Info ..... 34
    - c) Choose Media ..... 35
    - d) Taxes ..... 36
    - e) Order Summary ..... 37
  
- G. Order delivery ..... 39
  
- H. Manage orders ..... 43

## A. Log In to SPOT ACCESS

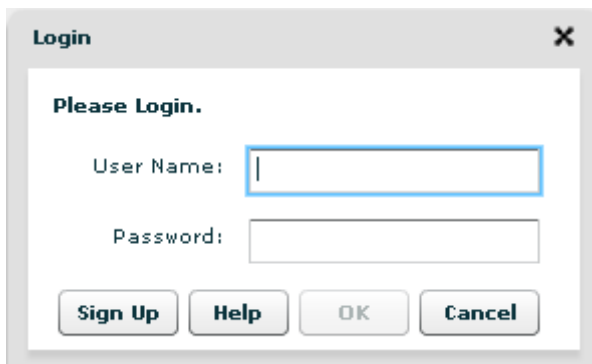
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### 1) URL

Go to <http://access.spotimage.com/> (Internet Explorer, Mozilla Firefox and Google Chrome are supported).

### 2) User Name / Password

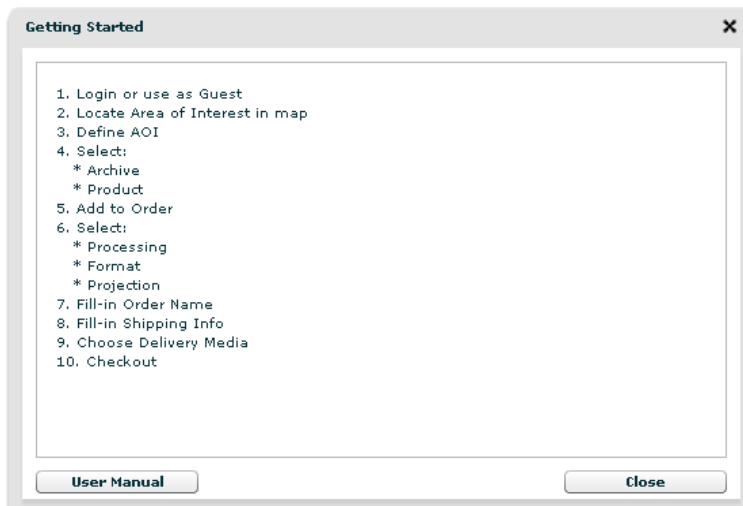
To Login as a registered User, enter the registered User Name and Password in the appropriate boxes located in the center (case sensitive), click **OK**. The registered user name will appear under the "Welcome" message located in the upper left corner.



The screenshot shows a dialog box titled "Login" with a close button (X) in the top right corner. The main content area contains the text "Please Login." followed by two input fields: "User Name:" and "Password:". Below the input fields are four buttons: "Sign Up", "Help", "OK", and "Cancel".

### 3) Help / User Manual

The user can access a simple instruction popup by clicking **Help**. More detailed help is available by downloading the **User Manual** clicking on **User Manual** Button.



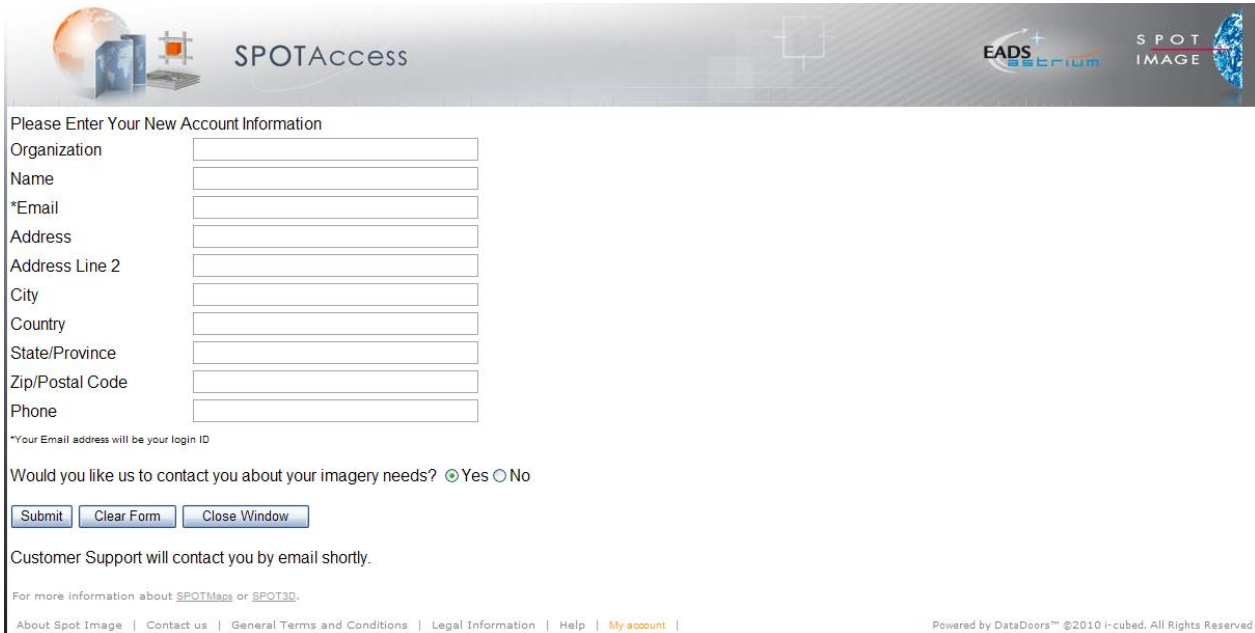
The screenshot shows a dialog box titled "Getting Started" with a close button (X) in the top right corner. The main content area contains a numbered list of steps:




1. Login or use as Guest
2. Locate Area of Interest in map
3. Define AOI
4. Select:
  - \* Archive
  - \* Product
5. Add to Order
6. Select:
  - \* Processing
  - \* Format
  - \* Projection
7. Fill-in Order Name
8. Fill-in Shipping Info
9. Choose Delivery Media
10. Checkout

At the bottom of the dialog box, there are two buttons: "User Manual" and "Close".

## 4) Sign Up

To request a User Account, click **Sign Up** within the Instructions window. A new browser will load with a **Signup** form. Enter the necessary information and click **Submit**. An email with the subject "DataDoors: New User" from support@datadoors.net containing the **User Name** and **Password** will be sent to the email supplied.



 SPOT Access  

Please Enter Your New Account Information

Organization

Name

\*Email

Address

Address Line 2

City

Country

State/Province

Zip/Postal Code

Phone

\*Your Email address will be your login ID

Would you like us to contact you about your imagery needs?  Yes  No

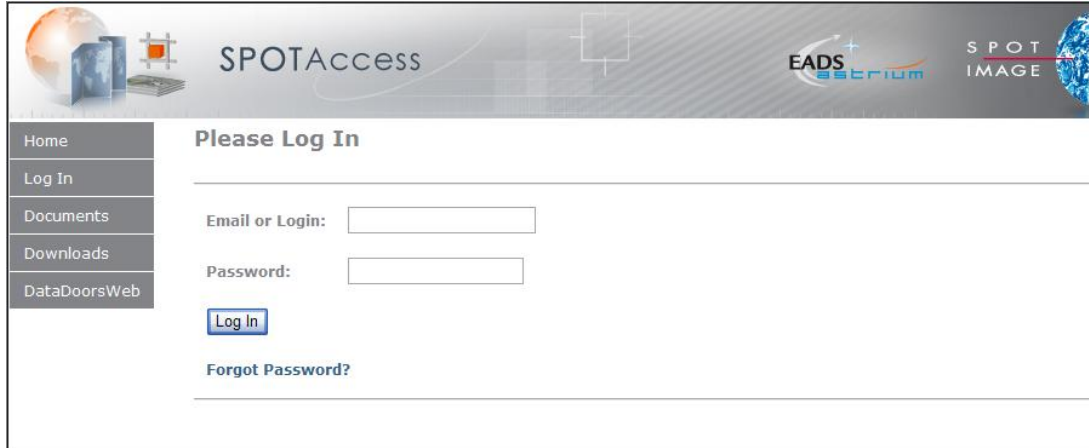
Customer Support will contact you by email shortly.

For more information about [SPOTMaps](#) or [SPOT3D](#).

[About Spot Image](#) | [Contact us](#) | [General Terms and Conditions](#) | [Legal Information](#) | [Help](#) | [My account](#) | Powered by DataDoors™ ©2010 i-cubed. All Rights Reserved

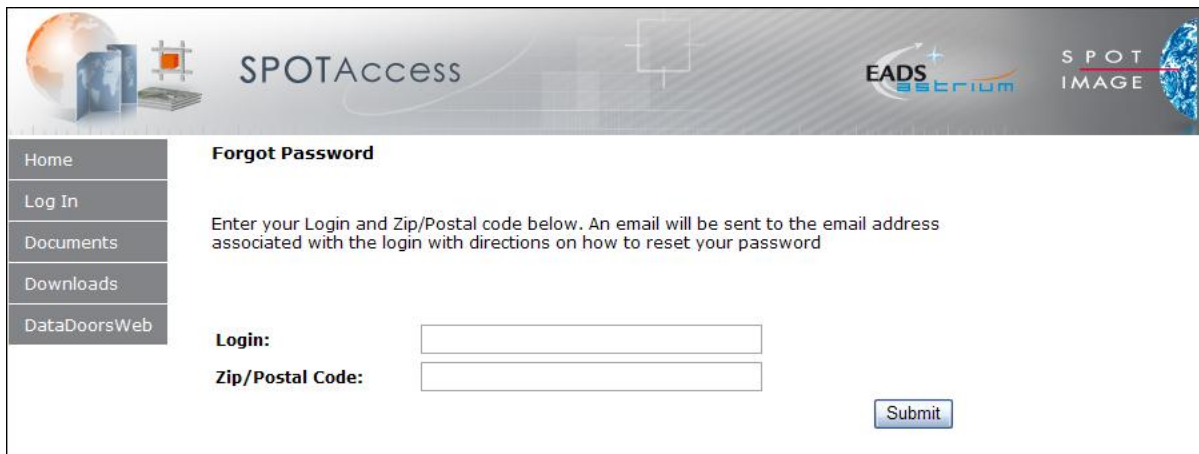
## 5) Forgot Password

To request a new password, click [My Account](#) in the footer of <http://access.spotimage.com>, a new window will load.



The screenshot shows the SPOTAccess login interface. At the top, there is a navigation bar with the SPOTAccess logo, EADS Astrium, and SPOT IMAGE logos. On the left, a vertical menu contains links for Home, Log In, Documents, Downloads, and DataDoorsWeb. The main content area is titled "Please Log In" and contains two input fields: "Email or Login:" and "Password:". Below these fields is a "Log In" button and a "Forgot Password?" link.

Then, click on **Forgot Password?**.



The screenshot shows the SPOTAccess "Forgot Password" page. The navigation bar and menu are identical to the previous screenshot. The main content area is titled "Forgot Password" and contains the following text: "Enter your Login and Zip/Postal code below. An email will be sent to the email address associated with the login with directions on how to reset your password". Below this text are two input fields: "Login:" and "Zip/Postal Code:". A "Submit" button is located at the bottom right of the form.

Enter your Login and Zip/Postal Code and then click **Submit**. An email will be sent to the email address associated with the login with directions on how to reset the password.

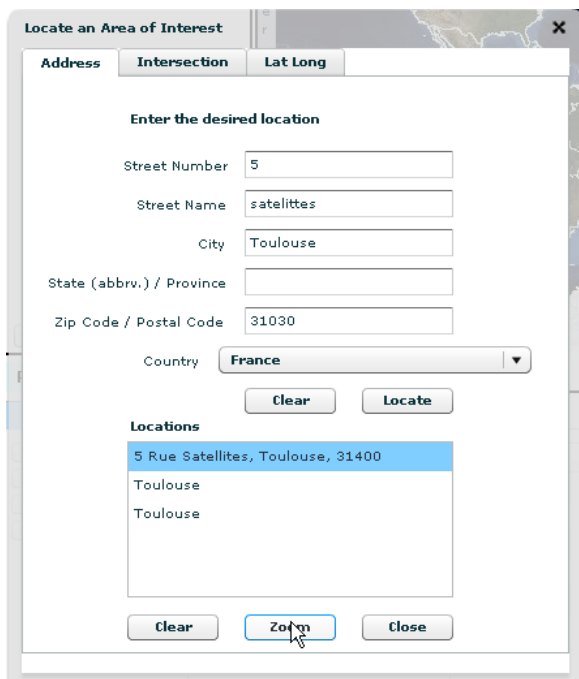
## B. Locate the vicinity of Project

The first step in searching for the desired geospatial data is to locate the general vicinity of the project. Navigate the interactive map by using the Locate and Map Navigation tools. The Latitude and Longitude coordinates of the cursor are tracked in the upper right corner. Also displayed is the UTM Zone (identifying the zone number) and Scale (depicting the ratio between a distance on the map and the corresponding distance on the earth). Once a user has defined a desired area of interest or AOI, the approximate size will be listed beside AOI Area.

Scale: 1:199,935,565 Latitude: 94.28 Longitude: 113.39 UTM Zone: 49 AOI Area: 1,890 km <sup>2</sup> 730 mi <sup>2</sup>
---

### 1) Locate by Address City, State, Zip Code, Country

Clicking on the **Locate an Area of Interest** button loads a new dialog box. To search for a physical address, enter the street and/or city, county, state and/or country information in the **Address** tab and click **Locate**. The Location will appear in the bottom box. If this is the desired location, click **Zoom**. The dialog box will close and the map will zoom to the address entered.





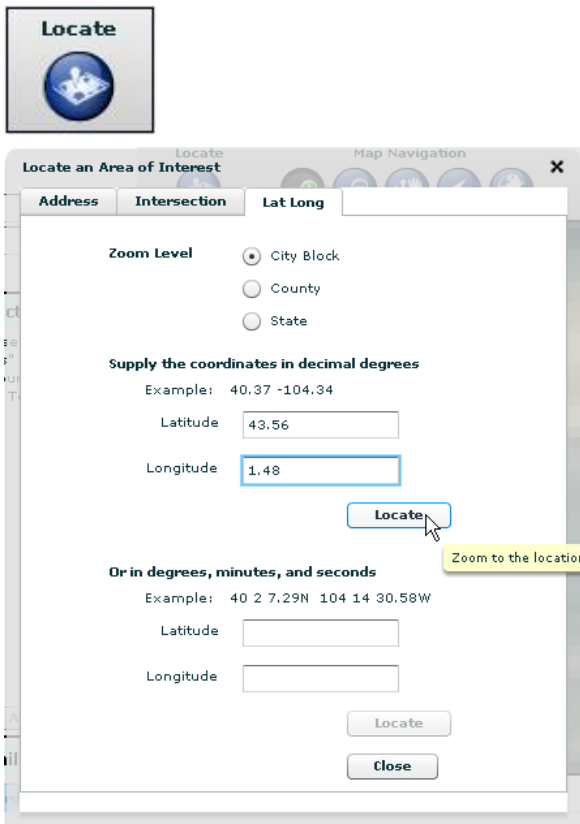
## 2) Locate by Intersection

Click on the **Locate an Area of Interest** button and a new dialog box will load. Choose the **Intersection** tab and enter the first street and second street and/or city, county, state and/or country information in the **Intersection** tab and click **Locate**. The Location will appear in the bottom box. If this is the desired location, click **Zoom**. The dialog box will close and the map will zoom to the address entered.

A screenshot of a web application dialog box titled "Locate an Area of Interest". The dialog has three tabs: "Address", "Intersection" (which is selected), and "Lat Long". Under the "Intersection" tab, there is a section titled "Enter the desired intersection" with several input fields: "First Street" (containing "rue des satellites"), "Second Street" (containing "chemin du palays"), "City" (containing "Toulouse"), "State (abbrev.) / Province" (empty), "Zip Code / Postal Code" (containing "31030"), and "Country" (a dropdown menu set to "France"). Below these fields are "Clear" and "Locate" buttons. A "Locations" list box below shows three entries: "Rue Satellites & Chemin Palays, Ramonville-saint-agne, 3" (highlighted in blue), "Toulouse", and "Toulouse". At the bottom of the dialog are "Clear", "Zoom" (with a mouse cursor over it), and "Close" buttons.

### 3) Location by Lat Long / Coordinates

Click on the **Locate an Area of Interest** button and a new dialog box will load. Choose the **Lat Long** tab and enter the coordinates in **decimal degrees** or **degrees, minutes and seconds**. If entered in decimal degrees, use the negative symbol (-) for West and/or South coordinates. If entered in degrees, minutes, and seconds, use W, E, N, S after the coordinates. A **Zoom Level designating the initial zoom extent**, can be selected at City Block, County or State level. Click **Locate**. The map will zoom to the coordinates entered. If the location is correct, click **Close**.



#### 4) Locate by using Map Navigations Buttons

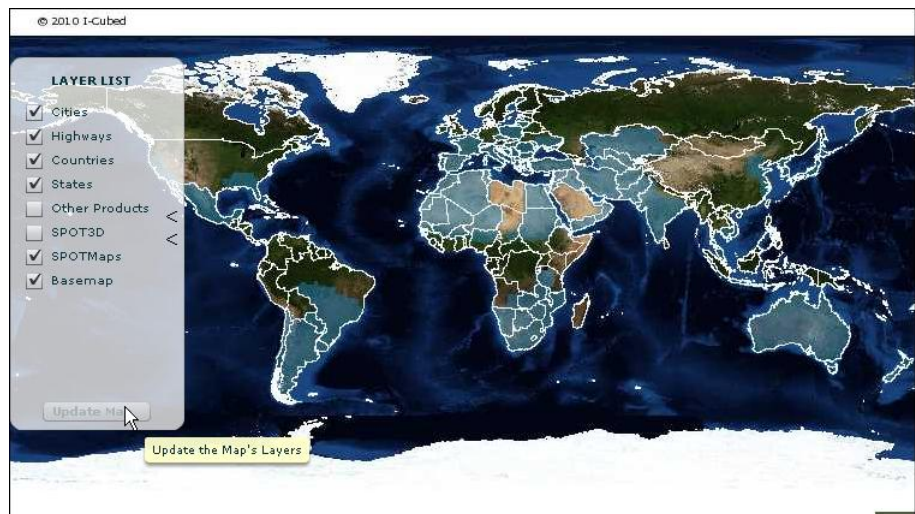
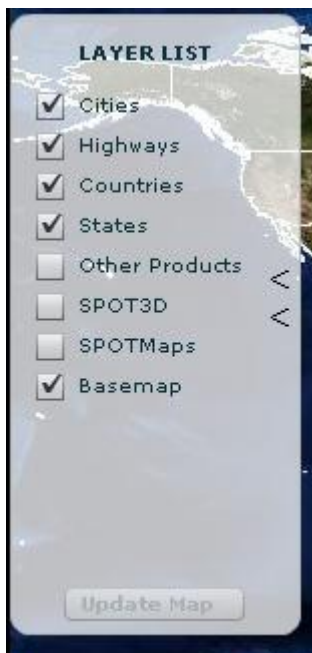
Use these buttons to maneuver around the map to find the desired area of interest – **Zoom In**, **Zoom Out**, **Pan**, **Zoom to Previous Extent** and **Zoom to Full Extent**.



#### 5) Layer List

The left side of the map houses a narrow panel that can be expanded to display the **Layer List**. This Layer List allows a user to activated/de-activated the available layers on the viewable map.

To display the coverage of the different products, check the associated box and click on **Update Map**.



## C. Define your AOI

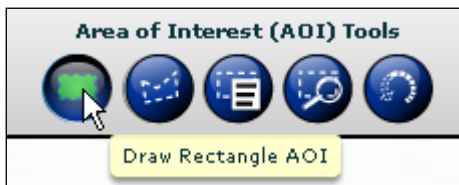
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Once the user has located the desired general vicinity on the map, the next step is to define a specific Area of Interest using the **Area of Interest (AOI) Selection** tools. This can be done using the **Draw Rectangle AOI**, **Draw Polygon AOI** or **Open Additional AOI Options** buttons.



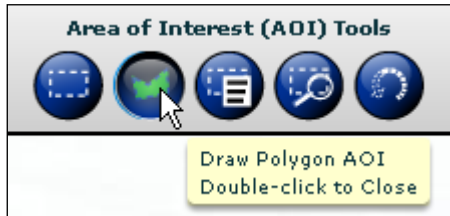
### 1) Draw Rectangle AOI

Drawing a simple rectangle is an easy way to define your AOI. Click the **Draw Rectangle AOI** button to activate this operation. Click on the map for the location of the first corner of your box and hold the left mouse key down. Release the mouse key when you have placed your cursor at the location of the opposite corner of your box.



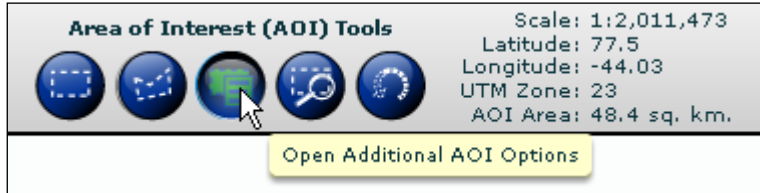
## 2) Draw Polygon AOI

If your AOI is a polygon, you can use the **Draw Polygon AOI** option. Click the **Draw Polygon AOI** button to activate this operation. Click on the map to create vertexes for your polygon. When you have drawn the last vertex, double-click to close the polygon.

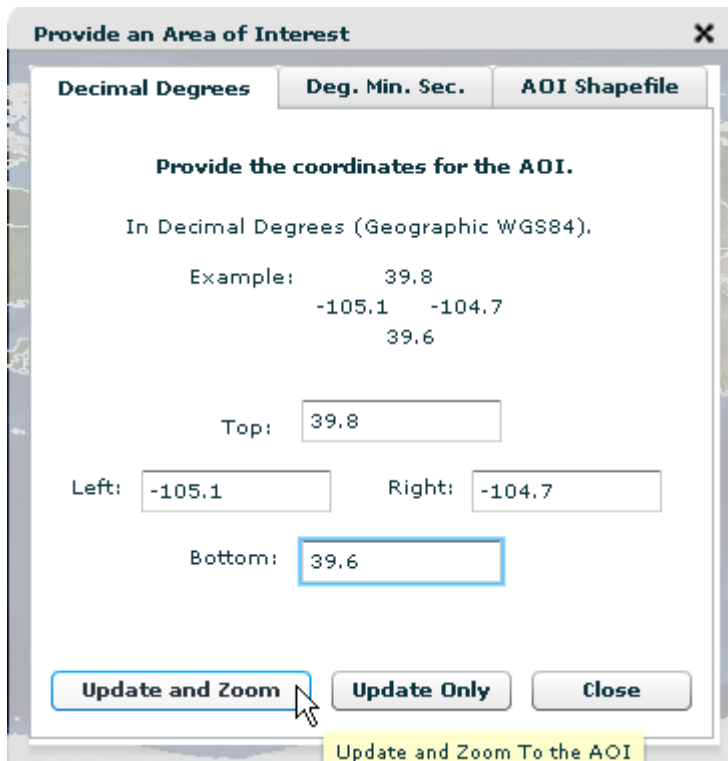


### 3) Open Additional AOI Options

Click **Open Additional AOI Options** button will open a popup.



#### a) Decimal Degrees



Enter your **Top**, **Left**, **Bottom** and **Right** coordinates in decimal degrees (Geographic WGS84). Use the negative symbol (-) for West and/or South coordinates. Click either **Update and Zoom** to change the AOI and the zoom the map to AOI or **Update Only** to change the AOI, but not zoom the map. The map will stay where it is.

## b) Degrees Minutes Seconds

Provide an Area of Interest

Decimal Degrees    Deg. Min. Sec.    AOI Shapefile

**Provide the coordinates for the AOI.**

In Degrees Minutes Seconds (Geographic WGS84).

Example:            40 9 8.3N  
                      104 19 3.6W 104 11 4.5W  
                          40 1 3.2N

Top:    40 9 8.3N

Left:    104 19 3.6W      Right:    104 11 4.5W

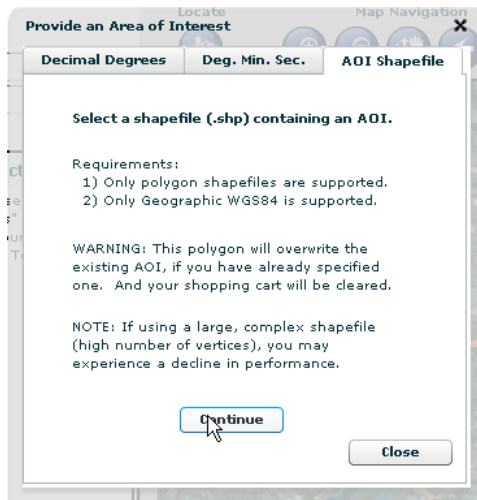
Bottom:    40 9 8.3N

Update and Zoom    Update Only    Close

Update and Zoom To the AOI

Enter your **Top**, **Left**, **Bottom** and **Right** coordinates in Degrees Minutes Seconds(Geographic WGS84). Click either **Update and Zoom** to change the AOI and the zoom the map to AOI or **Update Only** to change the AOI, but not zoom the map. The map will stay where it is.

### c) AOI Shapefile



**Warning:** your shapefile must follow these requirements

- Only polygon shapefiles are supported
- Only Geographic WGS84 is supported
- Only one record in the attribute table

Click on **Continue** button to browse and select your shapefile on your computer. Your AOI will be automatically display on the map.



#### 4) Zoom To Your AOI

After creating the AOI, you will notice that the map shows a hashed area to represent your AOI. This will remain on the map throughout the request. Use the **Zoom To Your AOI** button to zoom to a close-up view of your area of interest.



#### 5) Reset Your AOI

To reset your AOI and create a new one, click the **Reset Your AOI** button. Resetting your AOI will empty the contents of your shopping cart and clear all search results, if applicable.



## 6) Using Multiple AOI Polygons

More than one AOI polygon can be created and searched. If the AOI polygons overlap, the multiple polygons will be combined to form one AOI. However, all the polygons will be grouped together and considered one AOI for the purpose of selecting products and choosing data specifications. If you have multiple AOIs and you search an imagery mosaic product, you cannot select a product for one AOI and not the other.



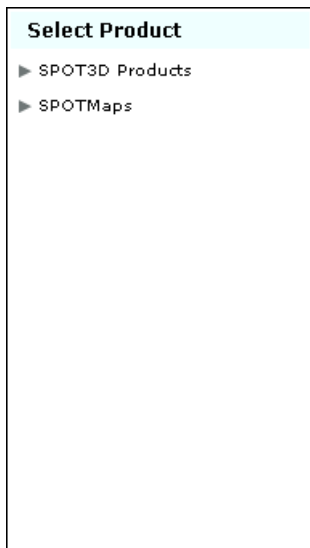
## D. Select Product

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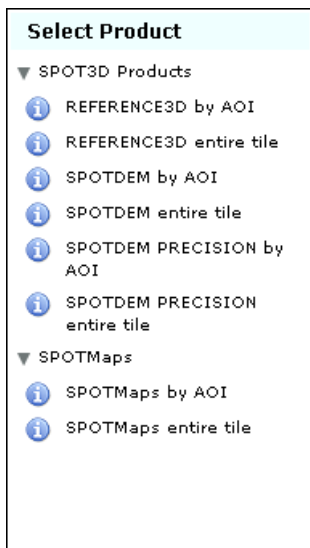
After you have defined an AOI, the next step is to select a Product from the available geospatial data.

### 1) Select Product

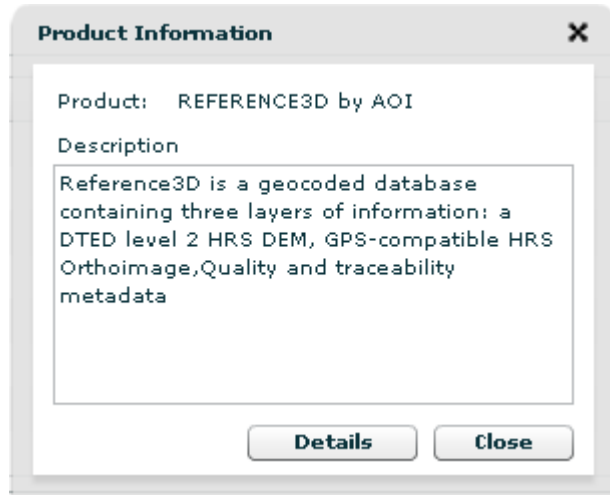
Select the archive of interest in the Select Product panel by highlighting and clicking the name with your cursor. There may be several available archives based on your login.



Once you have selected an archive, a list of available Products based on the AOI will be displayed. Select a Product by highlighting and clicking the name with your cursor.



Clicking on the blue “i” symbol to the left of the Product you will be able to view **Product Information**. A pop-up window will appear displaying a description of that Product.



## 2) Search / Add to Order

Once the Product is selected, click the **Search** button to search for appropriate imagery scenes or the **Add to Order** button to add imagery mosaics to your order.

### a) Search Criteria for “entire tile”

If you have chosen an archive by “entire tile”, the **Search** button will be activated. Clicking **Search** will load a new window called **Search Criteria**.







Please skip this step clicking on search (as entire tile are off-the-shelf products). The available “entire tiles” over you area of interest selected will appear in the **Product Details** section.

### a) Search Criteria for archive by AOI



If you have chosen an archive “by AOI” click directly **Add to Order** (or **Search** for entire tile) to add the product in the My order and in the **Product Details** section.

#### Select Product

▼ SPOT3D Products

-  REFERENCE3D by AOI
-  REFERENCE3D entire tile
-  SPOTDEM by AOI
-  SPOTDEM entire tile
-  SPOTDEM PRECISION by AOI
-  SPOTDEM PRECISION entire tile

▼ SPOTMaps

-  SPOTMaps by AOI
-  SPOTMaps entire tile

**Add to Selection**

## E. Product Details

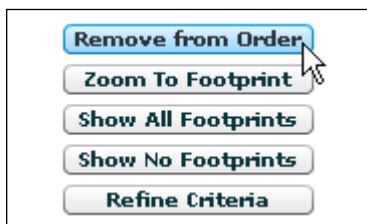
### 1) Product Details for entire tile

For each Product search with entire tile a Product Detail tab will be created and populated, and the tab will be labeled with the Product type. Additional functionalities in the Product Detail tab(s) are **Add to Order / Remove from Order, Zoom To Footprint, Show All Footprints, Show No Footprints, Refine Criteria, View Browse, View Footprint, View Metadata** and **View License**.

REFERENCE3D entire tile (10) X		SPOTMaps entire tile (52) X		(0) Items in Order									
Name/ID	In Order	Browse	Date	Footprint	Metadata	Proc. Level	Cloud Cover	Incidence An	Snow Cover	Quality	License		
BRE_S16W04		(View)	2008-07-26	<input type="checkbox"/>	(View)	3A	-	26.61	-	-	None		
BRE_S16W04		(View)	2007-10-23	<input type="checkbox"/>	(View)	3A	-	18.68	-	-	None		
BRE_S16W04		(View)	2007-10-23	<input type="checkbox"/>	(View)	3A	-	18.68	-	-	None		
BRD_S16W04		(View)	2007-10-01	<input type="checkbox"/>	(View)	3A	-	30.2	-	-	None		
BRD_S15W04		(View)	2007-10-01	<input type="checkbox"/>	(View)	3A	-	30.2	-	-	None		
BRD_S16W04		(View)	2007-09-16	<input type="checkbox"/>	(View)	3A	-	5.96	-	-	None		
BRE_S15W04		(View)	2007-09-12	<input type="checkbox"/>	(View)	3A	-	4.78	-	-	None		
BRD_S13W04		(View)	2007-08-26	<input type="checkbox"/>	(View)	3A	-	17.87	-	-	None		

#### a) Add to Order / Remove from Order

To add a scene to your shopping cart, highlight the scene in the Product Detail tab and click **Add to Order**. The scene will be placed into the My Order panel located in the top right section. Once a scene has been added to an order, the option to **Remove from Order** appears. The column called In Order will say yes once the scene has been added to the order.



#### b) Zoom to Footprint

To zoom to a specific scene in the map, highlight the scene and click **Zoom To Footprint**.

#### c) Show All Footprints

Clicking on the **Show All Footprints** button will turn on scene footprints within the selected Product Details tab.

#### d) Show No Footprints

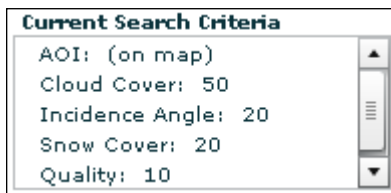
Clicking on the **Show No Footprints** button will turn off all the scene and mosaic footprints within the selected Product Details tab.

#### e) Refine Criteria

Clicking on the **Refine Criteria** button will load the Search Criteria window for the selected Product Details tab. You can modify the existing values or enter new ones. Define the criteria and click Search to narrow or expand the list of available scenes. These criteria include Date Range, Cloud Cover, Incidence Angle, Snow Cover, Quality and Scene ID.

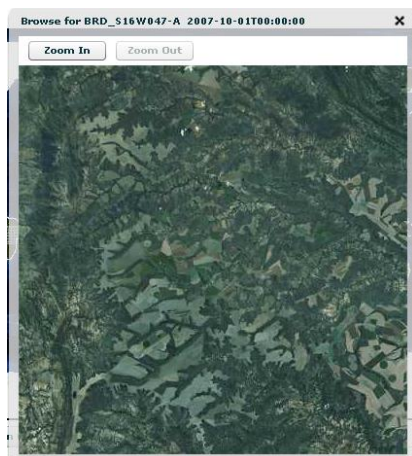
#### f) Current Search Criteria

The search criteria used for the select Product Details tab will be displayed in the **Current Search Criteria** box.



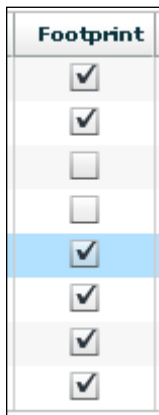
#### g) View Browse

By clicking on the **(View)** link in the **Browse** column, a pop-up window will display the selected scene's low resolution browse. Click on the **Zoom In** and **Zoom Out** buttons for a closer look.



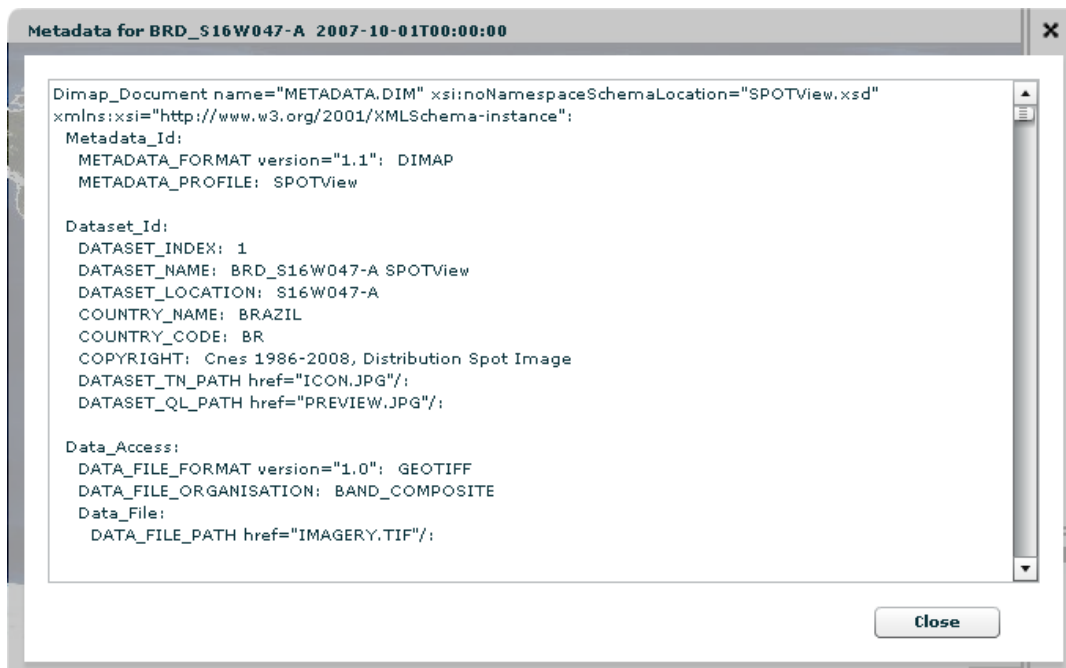
## h) View Footprint

Enabling the box in the **Footprint** column will turn on the scene footprint for the selected scene.



## i) View Metadata

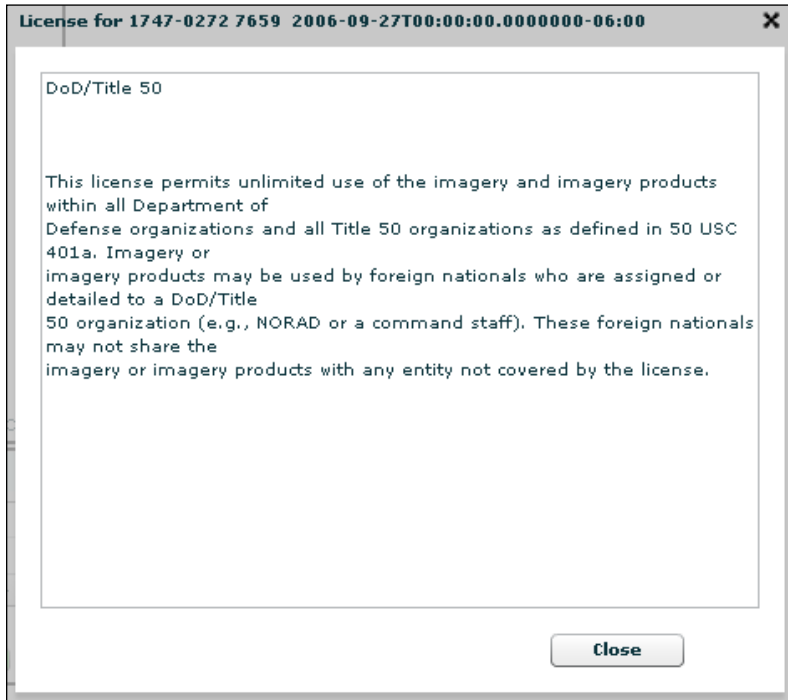
By clicking on the **(View)** link in the **Metadata** column a pop-up window will display the selected scene's detailed metadata, written in XML format.





## j) View License

If available, clicking on the **(Type of License)** link in the **License** column will load a pop-up window displaying the selected scene's detailed license information.



## 2) Items in Order Tab

The products by AOI that have been added to your order are displayed in **Items in Order** tab. Additional functionalities in the items in order tab are **Remove Item**, **Zoom To Footprint**, **Show All Footprints**, **Show No Footprints**, **View Footprint** and **View Browse**. This is also the area where you can **Upgrade License** for your order.

### a) Remove Item

Clicking on the **Remove Item** button will remove a product from the shopping cart. This function will not reset the AOI. In order to remove products from the shopping cart, clear your search results, and reset the AOI, click the **Reset Your AOI** button located above the map.

Product	Name/ID	Date	Footprint	Browse	Current License	Upgrade License
SPOTMaps entire tile	BRD_S16W047-A	2007-10-01	<input type="checkbox"/>	<a href="#">(View)</a>	None	SPOTMaps_Mosaic_EN
REFERENCE3D entire tile	S07W041	2002-12-05	<input type="checkbox"/>	Not Available	None	SPOT3D_REF3D_licens

### b) Zoom to Footprint

To zoom to a specific scene in the map, highlight the scene and click **Zoom To Footprint**.

Product	Name/ID	Date	Footprint	Browse	Current License	Upgrade License
SPOTMaps entire tile	BRD_S16W047-A	2007-10-01	<input type="checkbox"/>	<a href="#">(View)</a>	None	SPOTMaps_Mosaic_EN
REFERENCE3D entire tile	S07W041	2002-12-05	<input type="checkbox"/>	Not Available	None	SPOT3D_REF3D_licens

### c) Show All Footprints

Clicking on the **Show All Footprints** button will turn on scene and mosaic footprints within the Items in Order tab.

Product	Name/ID	Date	Footprint	Browse	Current License	Upgrade License
SPOTMaps entire tile	BRD_S16W047-A	2007-10-01	<input type="checkbox"/>	<a href="#">(View)</a>	None	SPOTMaps_Mosaic_EN
REFERENCE3D entire tile	S07W041	2002-12-05	<input type="checkbox"/>	Not Available	None	SPOT3D_REF3D_licens

### d) Show No Footprints

Clicking on the **Show No Footprints** button will turn off all the scene and mosaic footprints within the Items in Order tab.

	Product	Name/ID	Date	Footprint	Browse	Current License	Upgrade License
<b>Show No Footprints</b>	SPOTMaps entire tile	BRD_S16W047-A	2007-10-01	<input type="checkbox"/>	(View)	None	SPOTMaps_Mosaic_EN
	REFERENCE3D entire tile	S07W041	2002-12-05	<input checked="" type="checkbox"/>	Not Available	None	SPOT3D_REF3D_licens
Show no footprints from this table							

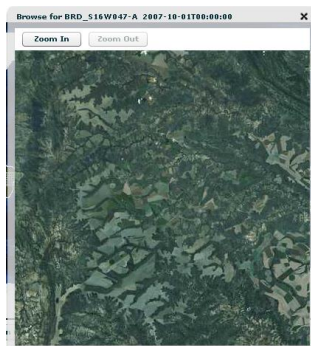
### e) View Footprint

Enabling the box in the **Footprint** column will turn on the scene footprint for the selected scene.

Footprint
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>

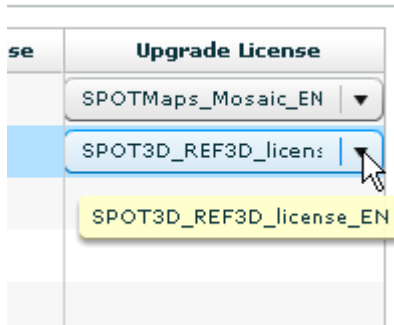
### f) View Browse

By clicking on the **(View)** link in the **Browse** column, a pop-up window will display the selected scene's low resolution browse. Click on the **Zoom In** and **Zoom Out** buttons for a closer look.



### g) Upgrade License

To upgrade the license, select a license option from the drop-down menu in the **Upgrade License** column.



## 3) Understanding Footprints

A *footprint* refers to the extent of a raster dataset.

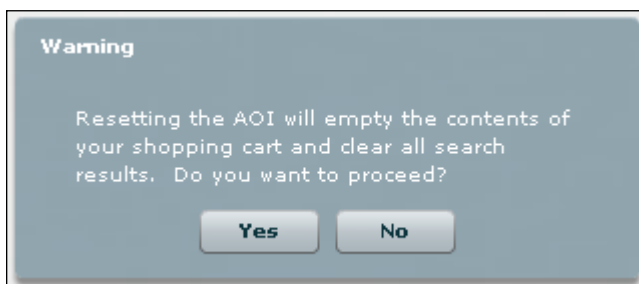
### a) Imagery Scene Footprints

For imagery scene products, the footprint outline(s) represent the boundaries of all the scenes that provide data coverage for your AOI. If you have many scenes displayed in the map, a blue outline will represent the scene that is currently highlighted in the Product Details tab. Other footprints that are in the Product Details tab but not highlighted are shown in red outlines. Footprint scenes that have been added to the shopping cart are shown in orange outlines.

### b) Imagery Mosaic Footprints

For imagery mosaic products, the footprint outline displayed in blue represents the extent of product coverage that intersects with your AOI. (If there is 100% coverage for your AOI, then the outline of the footprint is the same as the outline of your AOI.)

**Note:** You can change your AOI with the **Reset Your AOI** button. However, modifying the AOI will empty the contents of your shopping cart and clear all search results.



## F. My Order

SPOT ACCESS not only gives you the option of choosing the exact area of where you would like to order a dataset, but also the type of processing, format and projection. After you have added a product into My Order (shopping cart), you are then able to define the specific details of your order before submission.

### 1) Contract

If applicable, select the appropriate Contract required for the purchase, from the Contract drop-down menu.

### 2) Discount

If applicable, the pre-arranged discount will be displayed in the Discount section.

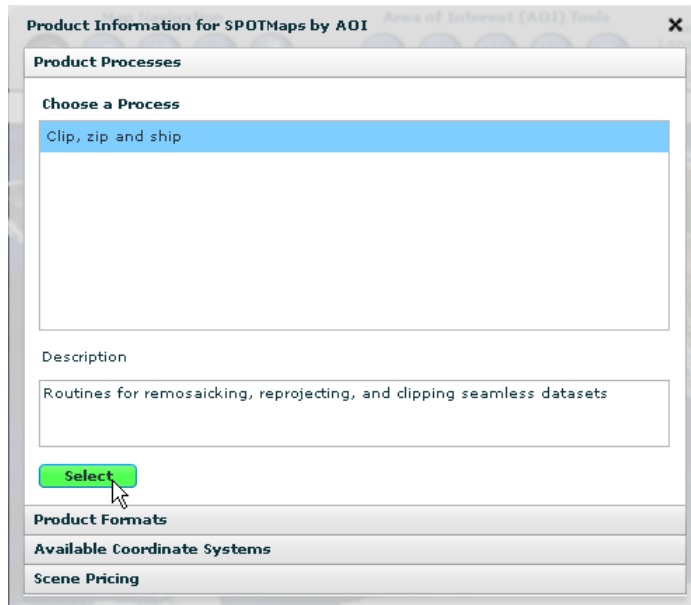
### 3) Product Information

Click the **Choose** button to load the Product Information pop-up window.

**My Order**  
**Archive:** SPOTMaps  
Contract: SA\_TEST ▼  
Payment: Account ▼  
Credit: €50,000.00  
Remaining: €32,942.98  
Date: 2010-08-26  
**Discount**  
Percent:  
**Product:** SPOTMaps by AOI  
# of items: 1  
Km<sup>2</sup>: 1,468.63  
Processing: **Choose**  
Format: Choose process first  
Projection: Choose format first  
Price:  
[\(Remove\)](#)

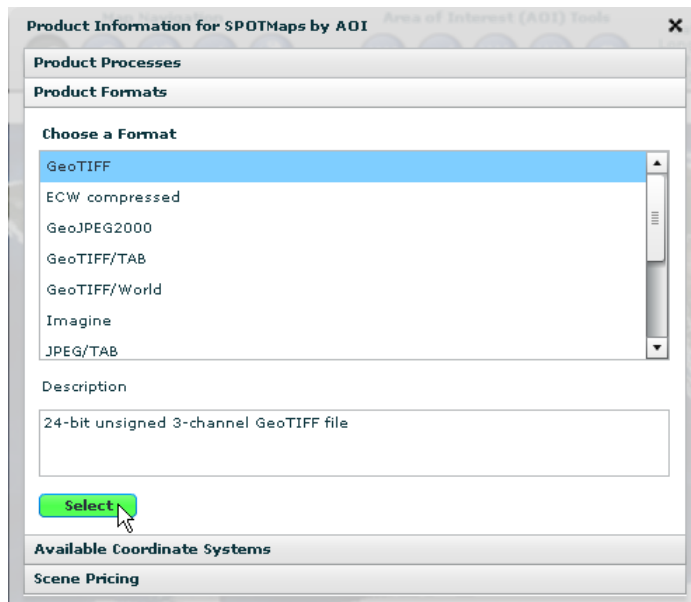
### a) Choose Process

Select the **Product Processes** options for your product and click **Select**.



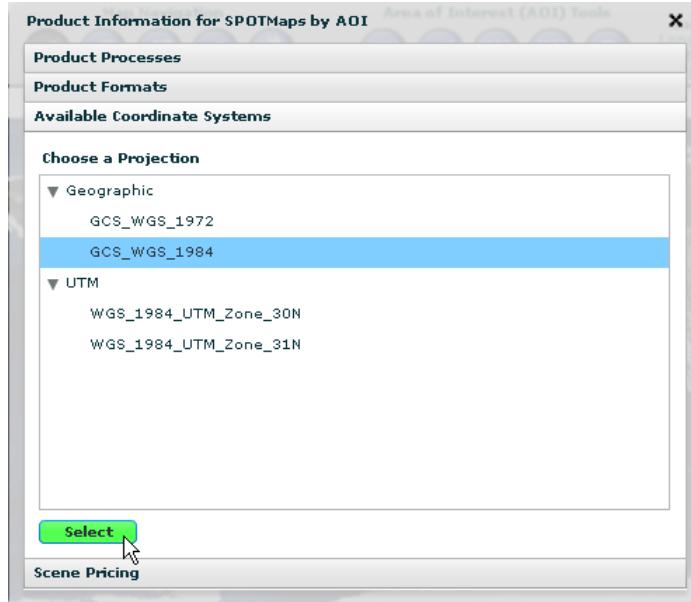
### b) Choose Format

Select the **Product Format** options for your product and click **Select**. The options shown will reflect what is available based on your archive and product selection.



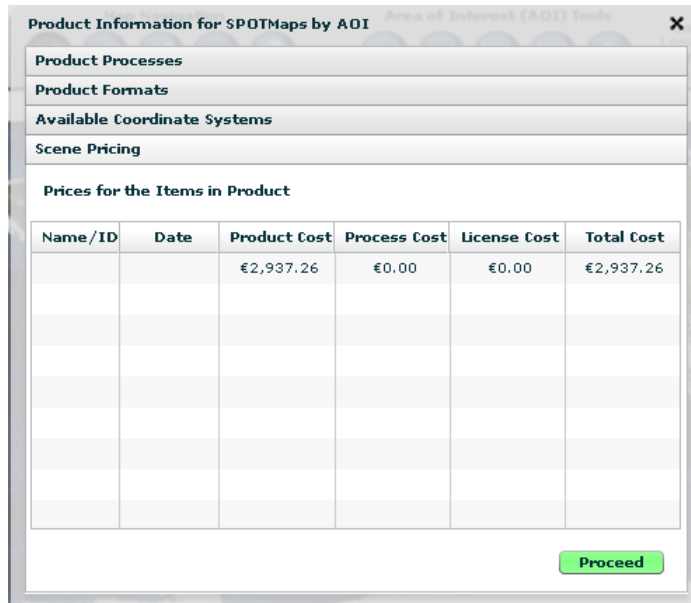
**c) Choose Available Coordinate System (Projection/Datum)**

Select the **Available Coordinate System** and click **Select**. The options shown will reflect what is available based on your product selection.



**d) Scene Pricing**

After all the Product Information is selected, the price is calculated. This same pricing is displayed in the **My Order** panel. Click **Proceed** to exit the Product Information window.



## 4) Remove Product

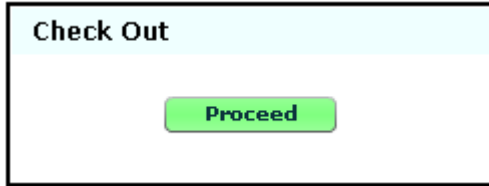
Clicking on the **(Remove)** link will remove a product from the shopping cart. A confirmation window will first appear where you can confirm or cancel the request to remove a product. This function will not reset the AOI. In order to remove products from the shopping cart, clear your search results, and reset the AOI, click the **Reset Your AOI** button located above the map.

**My Order**  
**Archive:** SPOTMaps  
Contract: SA\_TEST  
Payment: Account  
Credit: €50,000.00  
Remaining: €32,942.98  
Date: 2010-08-26  
**Discount**  
Percent:  
**Product:** SPOTMaps by AOI  
# of items: 1  
Km<sup>2</sup>: 1,468.63  
Processing: [Clip, zip and ship](#)  
Format: [GeoTIFF](#)  
Projection: [GCS\\_WGS\\_1984](#)  
Price: €2,937.26  
[\(Remove\)](#)  
Remove this product from your order  
**Select another product or Check Out**



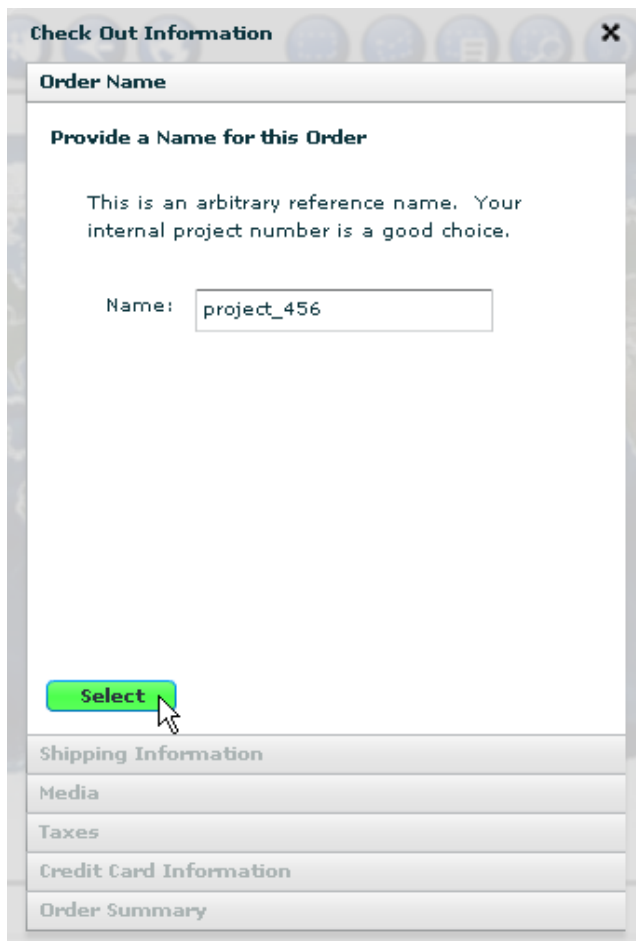
## 5) Check Out

The last step is to confirm and submit the order. Click on the **Proceed** button to load the **Check Out Information** pop-up window. Options include **Order Name**, **Shipping Information** and **Media**.



### a) Order Name

Provide a name using an arbitrary reference name for your job. The internal project number is a good choice.

A screenshot of the 'Check Out Information' pop-up window. The window has a title bar with 'Check Out Information' and a close button. Below the title bar is a section titled 'Order Name'. Underneath, it says 'Provide a Name for this Order' and 'This is an arbitrary reference name. Your internal project number is a good choice.' There is a text input field with the label 'Name:' and the value 'project\_456'. At the bottom of the 'Order Name' section is a green 'Select' button with a mouse cursor over it. Below this section are several other sections: 'Shipping Information', 'Media', 'Taxes', 'Credit Card Information', and 'Order Summary', each with a grey header bar.

## b) Choose Shipping Info

Use the pop-up window tab for **Shipping Information** to provide an address where you want the product to be shipped. If you are logged in with a User Account, the shipping information displayed is based on the user who logged in and the user information entered. However, the address can be edited in the Shipping Information window. Click **Select**.

**Check Out Information** [Close]

**Order Name**

**Shipping Information**

Supply your shipping information.

Name \* John Doe

Company SPOT IMAGE

Address \* 5, rue des satellites

Address (cont.)

City \* Toulouse

State / Province \* Haute Garonne

Zip / Postal Code \* 31030

Country \* France

Phone 0123456789

FAX 0123456789

Email \* john.doe@spotimage.com

**Proceed**

Media

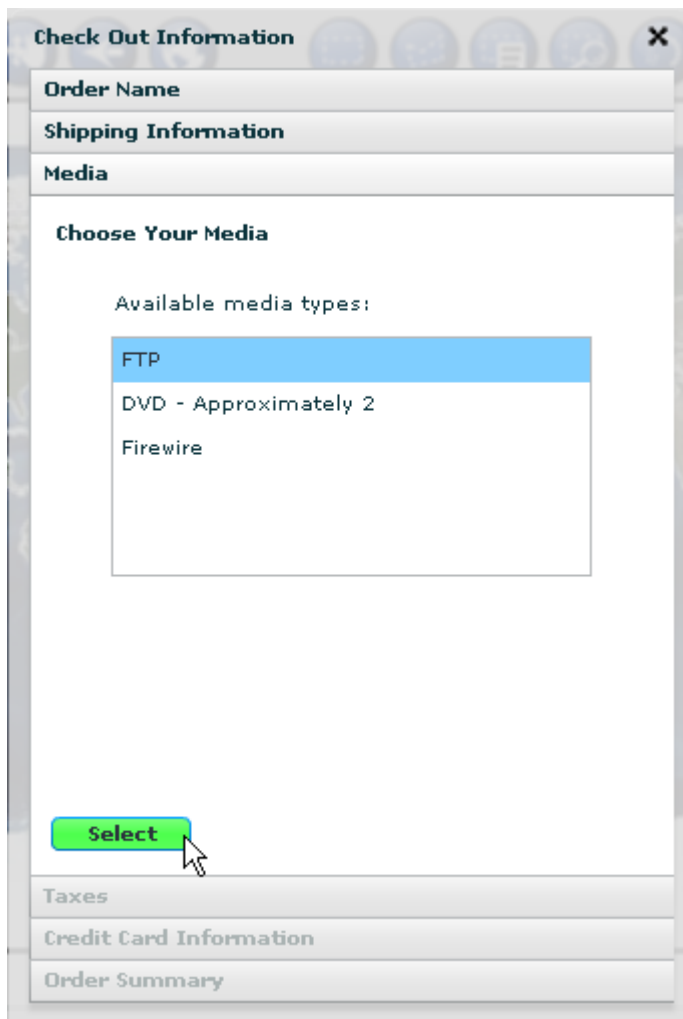
Taxes

Credit Card Information

Order Summary

### c) Choose Media

The FTP option will provide you also a HTTPS link if the file size of your order is smaller than 200MB). The other options displayed require a mail delivery and can be in the form of DVD or Firewire (Hard Drive Disk). For DVD, the estimated number of media required for delivery will be displayed.



**Check Out Information** [Close]

**Order Name**

**Shipping Information**

**Media**

**Choose Your Media**

Available media types:

- FTP
- DVD - Approximately 2
- Firewire

**Select**

**Taxes**

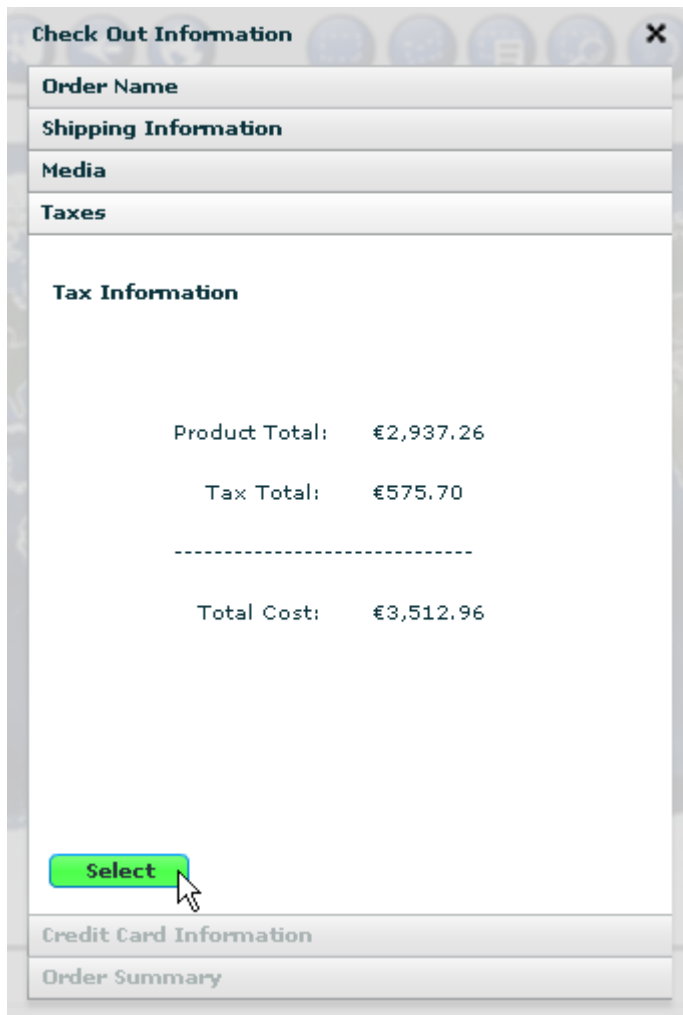
**Credit Card Information**

**Order Summary**

**Advice:** For order with big area (estimated number of media higher than 2), delivery by DVD or Firewire would be better.

#### d) Taxes

The **Taxes** window will load. To review the order and the associated taxes (only EU customers), click the **Select** button.



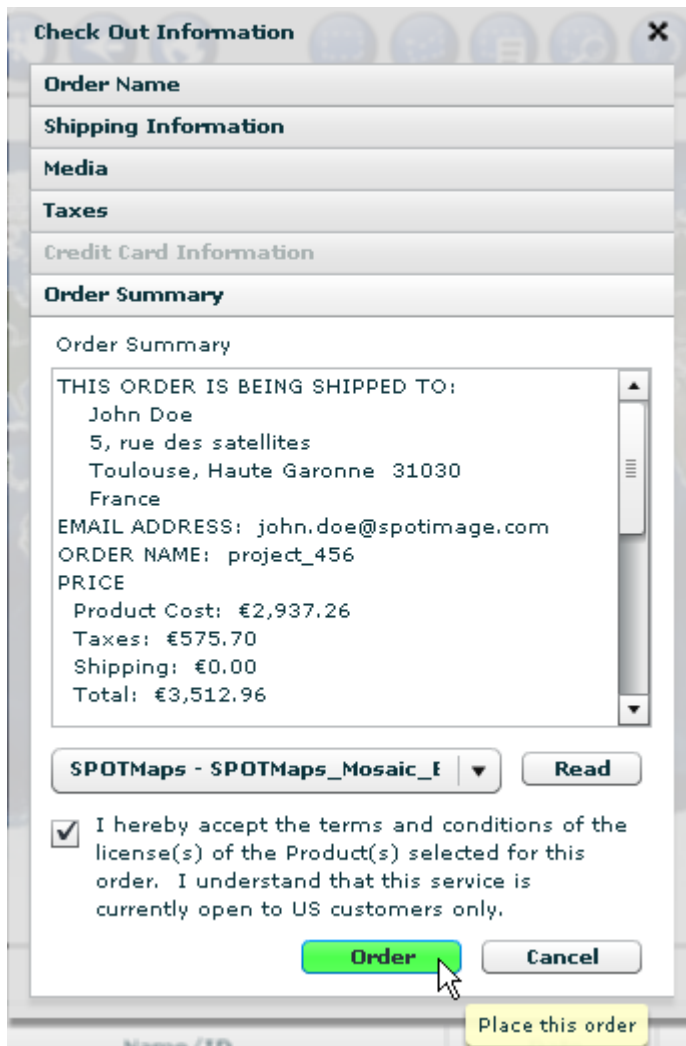
The screenshot shows a window titled "Check Out Information" with a close button (X) in the top right corner. The window contains several sections: "Order Name", "Shipping Information", "Media", and "Taxes". The "Taxes" section is expanded to show "Tax Information". The tax information is displayed as follows:

Product Total:	€2,937.26
Tax Total:	€575.70
-----	
Total Cost:	€3,512.96

At the bottom of the "Taxes" section, there is a green "Select" button with a mouse cursor pointing to it. Below the "Taxes" section are two more sections: "Credit Card Information" and "Order Summary".

### e) Order Summary

The **Order Summary** window will load. To view detailed license information, click **Read**. If the license is acceptable, check the box. To place the Order, click **Order**. The **Order** button will not be available if any of the order specifications have not been filled out. If the information is not correct, click **Cancel**.



The screenshot shows a window titled "Check Out Information" with a close button (X) in the top right corner. The window contains several sections: "Order Name", "Shipping Information", "Media", "Taxes", "Credit Card Information", and "Order Summary". The "Order Summary" section is expanded and contains the following text:

Order Summary

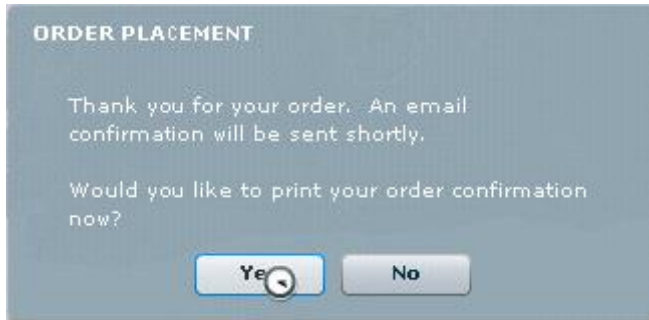
THIS ORDER IS BEING SHIPPED TO:  
John Doe  
5, rue des satellites  
Toulouse, Haute Garonne 31030  
France

EMAIL ADDRESS: john.doe@spotimage.com  
ORDER NAME: project\_456

PRICE  
Product Cost: €2,937.26  
Taxes: €575.70  
Shipping: €0.00  
Total: €3,512.96

Below the summary is a dropdown menu showing "SPOTMaps - SPOTMaps\_Mosaic\_E" and a "Read" button. A checkbox is checked, with the text: "I hereby accept the terms and conditions of the license(s) of the Product(s) selected for this order. I understand that this service is currently open to US customers only." At the bottom, there are "Order" and "Cancel" buttons. A mouse cursor is pointing at the "Order" button. A yellow callout box at the bottom right of the window says "Place this order".

The **Order Placement** window will load. To print an order confirmation, click **YES**.



A new window will display it.

Order Confirmation				Print		
<b>Reference Number:</b>	W100801115		Paid			
<b>Order Name:</b>	project_456					
<b>Order Submission Date:</b>	8/26/2010					
Requester Information						
<b>Name:</b>	SA_User	<b>Organization:</b>	SA_TEST			
<b>Address:</b>	5, rue des satellites Toulouse31030 FR		<b>Email:</b>	@spotimage.com		
		<b>Phone:</b>				
		<b>Fax:</b>				
Recipient Information						
Name	Phone	Email	Address			
John Doe	0123456789	john.doe@spotimage.com	5, rue des satellites Toulouse31030 France			
Description				Price	Paid	
<b>SPOTMaps by AOI</b>						
<u>Archive:</u> SPOTMaps				Product	€2,937.26	€2,937.26
<u>Product:</u> SPOTMaps by AOI				Format	€0.00	€0.00
<u>Process:</u> Clip, zip and ship				Sales Tax	€575.70	€575.70
<u>Product Coverage:</u> 1468.6 square kilometer(s)				Shipping/Handling	€0.00	€0.00
				Total	€3,512.96	€3,512.96
				<b>Sales Tax</b>	€575.70	€575.70
				<b>Shipping/Handling</b>	€0.00	€0.00
				<b>Total</b>	€3,512.96	€3,512.96

## G. Order delivery

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You will first receive two emails of confirmation (with your AOI in attachment)

Dear SA\_User:

Your DDWC order "SPOT\_ACCESS\_DEMO" has been submitted and is being automatically approved.

NOTES:

Dear SA\_User:

You have successfully ordered a SISA job called "SPOT\_ACCESS\_DEMO". The job has been approved and will start processing immediately. To see details about this job, go to the following link:

<http://www.geodatawork.net/admin/JobDetails.aspx?JobUid=e15xc40ea-6c7f-4xeed-aexca-d9e0fa412ab7d>

-----SUMMARY OF JOB-----

Data will be sent to you at the following address:

SA\_User  
SA\_TEST  
5, rue des satellites  
Toulouse, Haute Garonne 31030  
France  
Phone: 0033 123456789  
Fax: 0033 123456789  
Email: [john.doe@spotimage.com](mailto:john.doe@spotimage.com)

The job consists of the following requests:

Request SPOTMaps by AOI:  
Archive: SPOTMaps  
Archive Provider: SPOT ACCESS  
Product: SPOTMaps by AOI  
Process: Clip, zip and ship  
Spatial Reference: GCSWGS1984  
Resolution: 0 Degree  
AOI Area: 9.37 sq. mi. (24.27 sq. km.)  
Product Coverage Area: 9.37 sq. mi. (24.27 sq. km.)  
Number Of Tiles: 1  
Apply Cutline: Yes

The following is information about the job's quoted price (invoice):

INVOICE W100801092  
-----  
Product total                   €48.55  
-----  
Grand total                    €48.55  
Payment method:               contract

This message was automatically generated by DataDoors. Please do not respond directly to this message via email.



## 1) FTP delivery

When your order will finish and available to download, you will receive an email:

Dear SA\_User:

Your DDWC request SPOTMaps by AOI (of order SPOT\_ACCESS\_DEMO) has been successfully processed.

GETTING YOUR PRODUCT:

HTTPS Download:

<https://www.geodatawork.net/downloads/getfiles.ashx?DelivId=fdfb92b4f1-12d7-49f4-b705-3114f1b0bbf392d>

Note: The file will be available on this site for 7 days.

FTP Download:

URL for file:  
<ftp://serverFTP:mdp@123.456.789.00/ggxxx1ngn0nxncwxcstwcxw/ggxxx1ngn0nxncwxcstwcxw.zip>

If you are using an FTP client, use the following parameters:

FTP Site: 123.456.789.00  
 Login: serverFTP  
 Password: mdp  
 Directory: ggxxx1ngn0nxncwxcstwcxw  
 Filename: ggxxx1ngn0nxncwxcstwcxw.zip

Note: The file will be available on this site for 7 days.  
 These links are NOT directly supported in Internet Explorer, please use an FTP client, Windows Explorer, or an alternative browser.

To use in IE7, click on the "URL for directory" link above, in the IE7 browser, click on Page button in the upper right toolbar and select Open FTP Site in Windows Explorer

ORDER SUMMARY:

Archive: SPOTMaps  
 Archive Provider: SPOT ACCESS  
 Product: SPOTMaps by AOI  
 Process: Clip, zip and ship  
 Spatial Reference: GCSWGS1984  
 Resolution: 0.08 Degree  
 AOI Area: 9.37 sq. mi. (24.27 sq. km.)  
 Product Coverage Area: 9.37 sq. mi. (24.27 sq. km.)  
 Number Of Tiles: 1  
 Apply Cutline: Yes  
 Format: GeoTIFF  
 Media: FTP  
 Shipping notes:

This message was automatically generated by DataDoors. Please do not respond directly to this message via email.

**Warning:** You can notice that the FTP deliveries are available only 7 days

## 2) DVD / Firewire

When your order will be send by SPOT IMAGE, you will receive an email:

Dear SA\_User:

Your DDWC request SPOTMaps by AOI (of order SPOT\_ACCESS\_DEMO\_HDD) consisting of Firewire has been shipped to you.

SA\_User  
SA\_TEST  
5, rue des satellites  
Toulouse, Haute Garonne 31030 France

The data is being sent through an express courier, and will arrive at your office within a few business days (subject to customs checks and other typical procedures for international shipments).

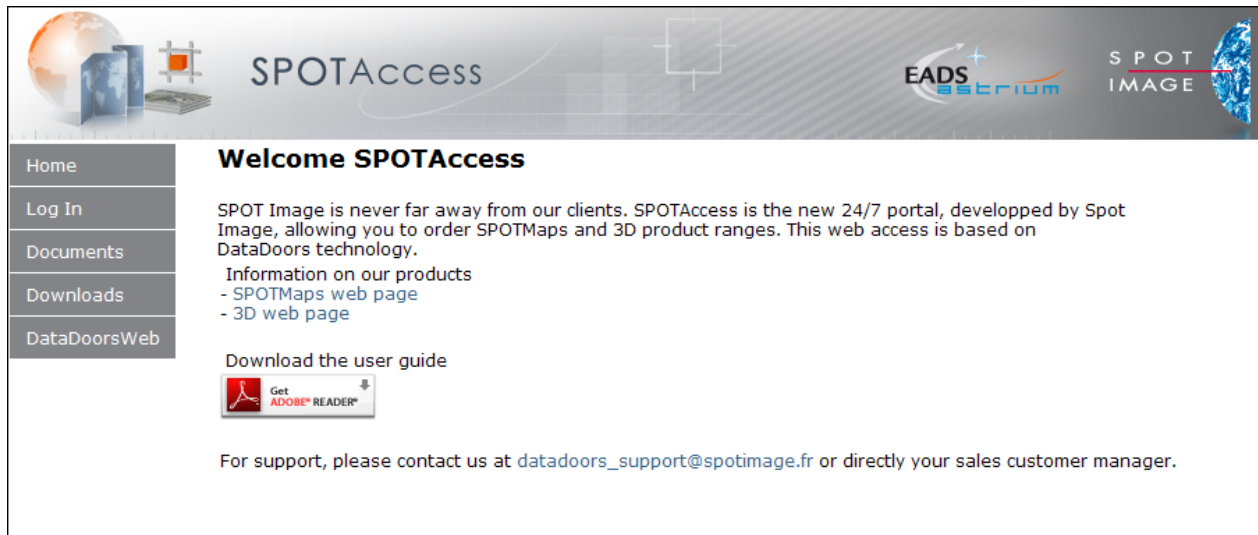
### ORDER SUMMARY:

Archive: SPOTMaps  
Archive Provider: SPOT ACCESS  
Product: SPOTMaps by AOI  
Process: Clip, zip and ship  
Spatial Reference: GCSWGS1984  
Resolution: 0.08 Degree  
AOI Area: 9.37 sq. mi. (24.27 sq. km.)  
Product Coverage Area: 9.37 sq. mi. (24.27 sq. km.)  
Number Of Tiles: 1  
Apply Outline: Yes  
Format: GeoTIFF  
Media: Firewire  
Shipping notes: superadmin 8/12/2010 3:08:10 PM

This message was automatically generated by DataDoors. Please do not respond directly to this message via email.

## H. Manage orders

Click on **My Account** in the footer of <http://access.spotimage.com>, a new window will load.



**SPOTAccess**

EADS ASTRIUM SPOT IMAGE

Home

Log In

Documents

Downloads

DataDoorsWeb

### Welcome SPOTAccess

SPOT Image is never far away from our clients. SPOTAccess is the new 24/7 portal, developed by Spot Image, allowing you to order SPOTMaps and 3D product ranges. This web access is based on DataDoors technology.

Information on our products

- SPOTMaps web page
- 3D web page

Download the user guide

Get ADOBE® READER®

For support, please contact us at [datadoors\\_support@spotimage.fr](mailto:datadoors_support@spotimage.fr) or directly your sales customer manager.

Click on **Log In**



**SPOTAccess**

EADS ASTRIUM SPOT IMAGE

Home

Log In

Documents

Downloads

DataDoorsWeb


### Please Log In

Email or Login:

Password:

[Forgot Password?](#)

Please enter your login and your password and then click on **Log In**.



Home

Log In

Administration ▶

Jobs

Documents


Downloads

Sign Out

Welcome SA\_User from SA\_TEST.  
 The Administration section is available for authorized users to view and edit various aspects of their DataDoors account.  
[Archive Product Coverage](#)

**DataDoors for ArcGIS**  
 Version: 2.3.2  
 Web Service: <http://www.geodatawork.net/webservices/DataDoors.asmx>

Click on **Jobs** menu on the left side.



Home

Log In

Administration ▶

Jobs

Documents

Downloads

Sign Out

**Jobs**

Current Filter: Jobs for SA\_TEST between 7/14/2010 and 10/14/2010 [Modify]

[[<<] [<] Page 1 of 1 [>] [>>]]

Name	Approved	Submit Date	Status
Test	✓	10/12/10 4:20 PM	100%
test_	✓	10/7/10 2:21 PM	100%
Test	✓	10/5/10 3:02 PM	3%
TEST_	✓	10/5/10 1:59 PM	Canceled
SSS	✓	9/22/10 5:10 PM	100%
TEST	✓	9/6/10 4:10 PM	100%
TEST SPOTMAPS	✓	9/6/10 4:05 PM	100%
TEST1	✓	9/6/10 3:49 PM	100%
	✓	9/3/10 9:39 AM	100%
	✓	8/31/10 10:27 PM	100%
project_456	✓	8/26/10 4:40 PM	100%
test_	✓	8/26/10 10:30 AM	100%
	✓	8/26/10 1:00 AM	100%
TEST	✓	8/25/10 2:06 PM	100%
test	✓	8/24/10 4:29 PM	100%
SPOT_ACCESS_DEMO_HDD	✓	8/12/10 3:02 PM	100%
SPOT_ACCESS_DEMO	✓	8/12/10 1:36 PM	100%
test_spot_access_	✓	8/11/10 10:12 AM	100%

You will see all the jobs from your company. You will also be able to modify the filter by default clicking on **Modify**.

Then, if you want to manage your order, click on its name.

Recipient	Deliveries				
Name: Organization: SA_TEST Address:	Product: SPOTMaps entire tile <a href="#">View Maps</a> Process: Copy source data Format: Source Spatial Reference: Same as source Resolution: Same as source Size: 444.95 MB Area: 2873.2 square kilometer(s) <b>Item</b> BRE_S22W044-B Status: Requestor notified Shipping Date: 8/11/2010 10:17:27 AM				
Email: Phone: +3333333 Fax: +3333333	<table border="0"> <tr> <td><b>Copies</b></td> <td><b>Tiles</b></td> </tr> <tr> <td>1</td> <td>1</td> </tr> </table>	<b>Copies</b>	<b>Tiles</b>	1	1
<b>Copies</b>	<b>Tiles</b>				
1	1				

You will be able to view the invoice and the map (request map & tiling map).

**Thank you for using SPOTAccess  
and have a great day!**

Please contact SPOT IMAGE if you have any questions or comments on the SPOTAccess or if you have any suggestions for improvements you would like to see in future versions.