GCT GeoPortal User Guide

Note

* All major web browsers supported, including Google Chrome, Firefox, Safari, and Internet Explorer versions 7 and higher.
* Available for use on PCs running Mac or Windows, and mobile devices like iPads, iPhones, and Android pads and phones.

Application Layout
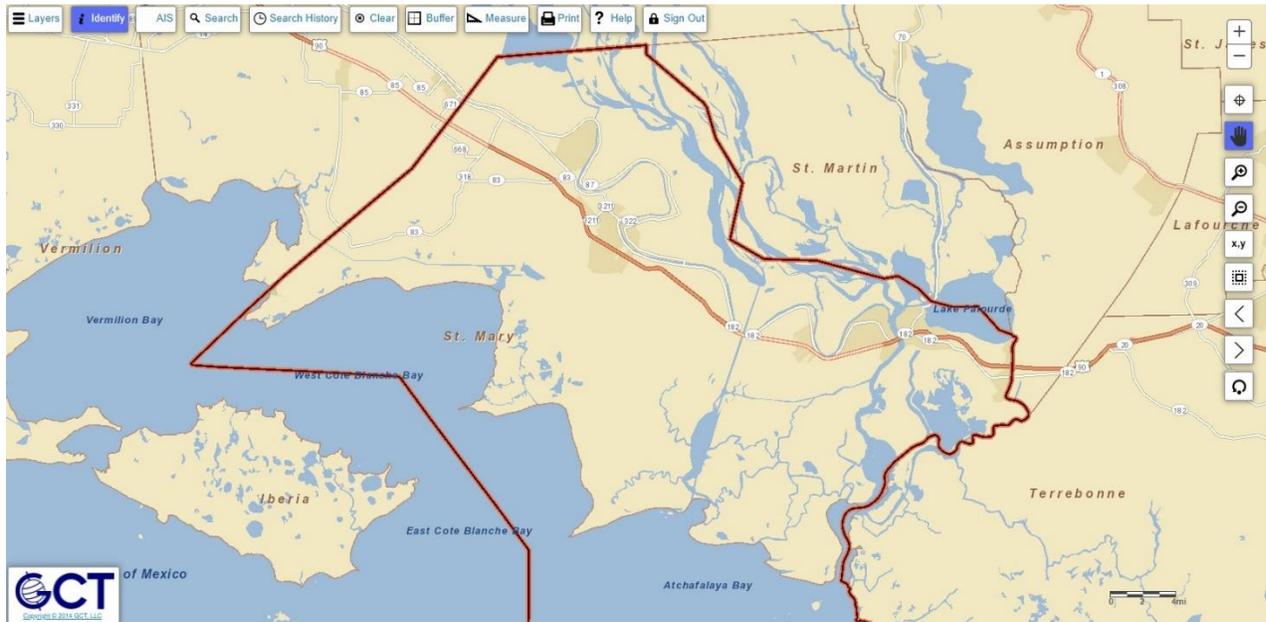
- ➢ The GeoPortal application is designed around a large, full page map view and includes numerous controls for interacting with the map.

- ➢ The tools are split into two areas: the top area contains tools for interacting with the map and its data, while the tools on the right are used to navigate the map.

Navigation Tools
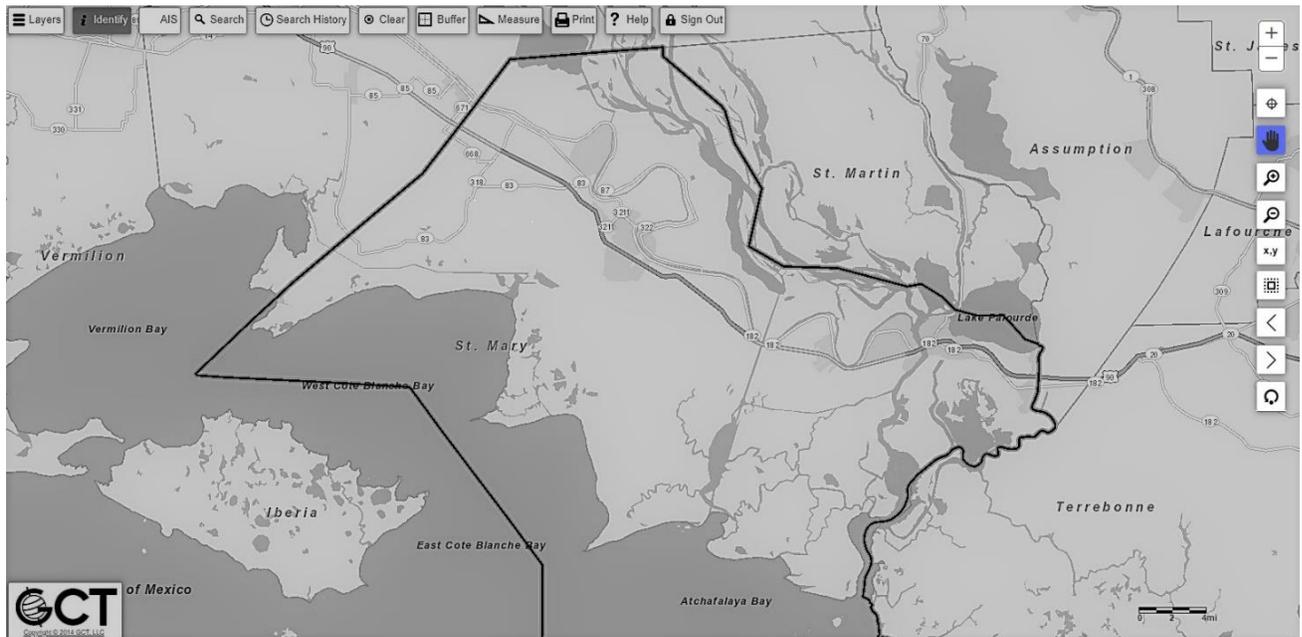
➤ The navigation tools are located along the right side of the window and allow you to move around to different areas of the map.

➤ There are numerous zoom controls, a pan control, and a zoom to GPS location control. You can also navigate between previously viewed extents as well as reset the map to its initial extent.

Zoom Controls
There are two types of zoom controls: Incremental Zoom and Box Zoom.

Incremental Zoom
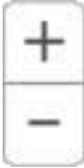
The incremental zoom allows you to zoom in on the map in steps by clicking Zoom In ('+') or Zoom Out ('-').

Box Zoom

The Box Zoom controls allow you to draw a rectangle on the map to either zoom into the selected area or zoom out based on the size and location of the rectangle

Zoom to Selected

The Zoom to Selected control allows you to zoom full page to whichever parcel is currently selected.

Pan Control

The Pan control allows you to click and drag your mouse to adjust the current viewable area of the map.

Latitude/Longitude

The latitude/longitude control allows you to enter specific latitude and longitude coordinates and jump to that extent on the map.

Extent History

The Extent history controls allow you to navigate between previous extents on the map.

Initial Extent

The Initial extent control will reset the map back to its initial viewable state.

Zoom To Your Location

The Zoom To Your Location control will use your browser's location data (if supported) or your device's GPS sensor (if equipped) to determine your current geographic location and zoom the map to that point. The application will attempt to keep this location up to date as you move around until this control is deactivated. Your IP address can also be used to pinpoint your location.

Interaction Tools
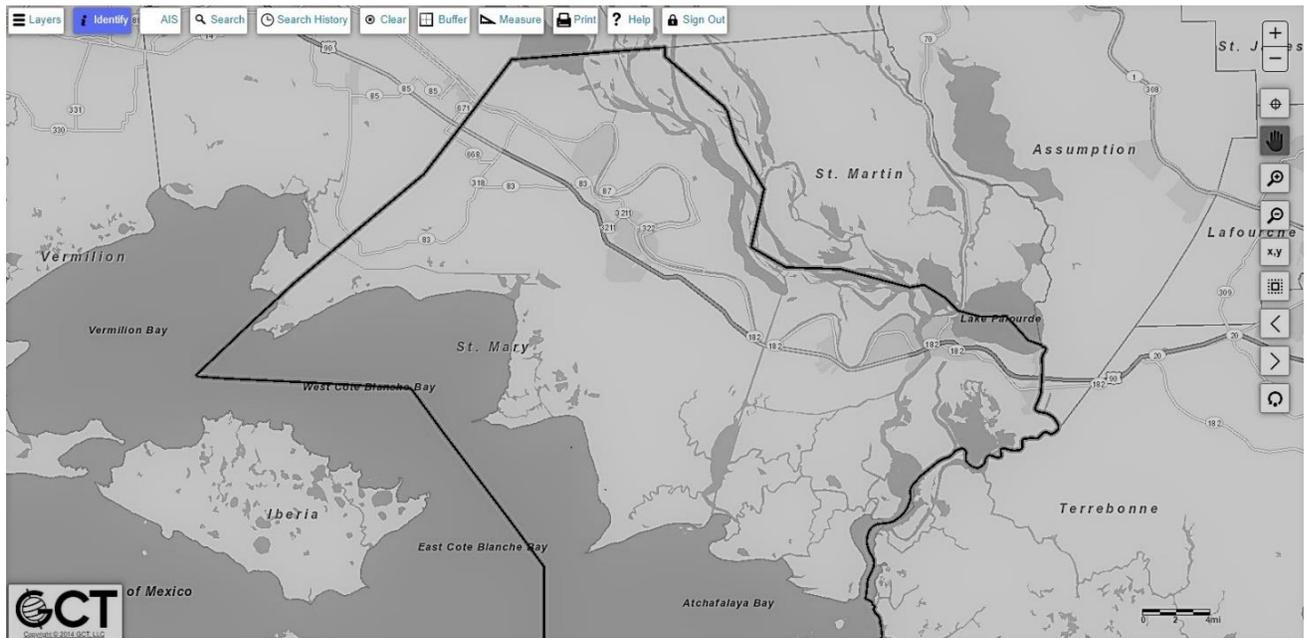
- ➤ The interaction tools can be found in the toolbar along the top of the screen, which contains tools that will allow the user to interact with them map and the data contained within the map.

- ➤ These tools include the layer listing (or Table of Contents), an identify tool, a search tool, a search history, a clear button, a draw tool, a buffer tool, a measure tool, and print controls.

Layer Listing (Table of Contents)
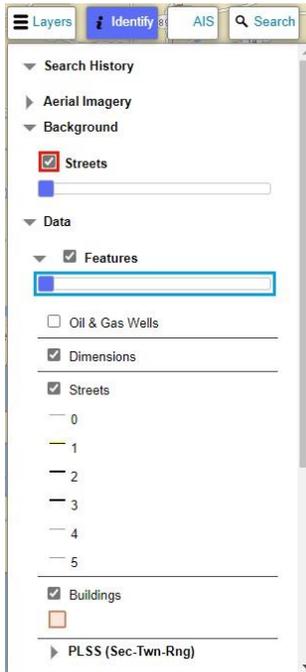
The layer listing contains the data layers available to view on the map. These layers are grouped into a hierarchy that allows the list to grow and shrink as the user drills deeper into the data. When a data layer is visible on the map, an icon indicating the appropriate symbology appears below that layer's entry in the layer listing.

To turn a particular layer on or off, simply use the checkbox next to the layer name (highlighted in red in image to the left).

Some layer groupings include a slider (highlighted in blue) used to adjust the transparency of the layer. For example, this feature can be used to allow aerial photography to be seen through a building layer.

Search

The search tool is comprised of two main components: Search Input and Search Results.

Search Input

The search input box appears below the 'Search' button when the search tool is activated. In this box, you are able to select which type of search you would like to perform, enter the parameters, and begin a search.

The 'Search By' drop down list (highlighted in red) contains a listing of the searches configured for your site. Once you select a search type, the appropriate parameters will appear in the form below.

There are three types of controls used to input search parameters: simple text boxes, autocomplete text boxes, and drop down lists.

1. A simple text box allows you to enter any text you would like as a search term for the field indicated.

2. An autocomplete text box (shown below) will provide suggestions for your search terms based on what has been entered in the text box. You are not required to use a suggestion from the list.
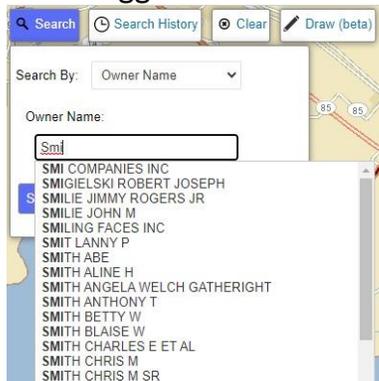
3. A drop down list (shown below) allows you to select a search parameter from a predefined list of values. To open the list, use the arrow on the right side of the control and scroll to find your desired parameter. You can also begin typing the first few letters of the option you would like to jump directly to in the list.
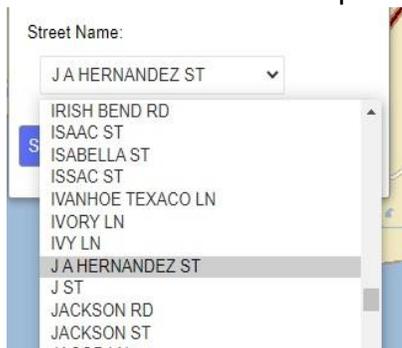
* Once you have entered your search parameters, click the 'Search' button on the bottom of the input form to execute your search.
* **Note:** Not all parameters are required to perform a search. For example, to locate all parcels on a given street, simply select that street and leave the address number blank.

Search Results

➢ Once the search is complete, the results will appear in an info box in the bottom left corner of your screen. This info box contains the results of your search, along with a 'Close' button and an 'Export' button.

➢ The 'Close' button will hide the info box, and the 'Export' button allows you to generate a CSV file containing all of the results of your search along with the attributes of each result.
  o These attributes can be limited to a user's selection if the site has been configured for advanced export.

➢ You also have the option to 'Print Labels' in which you may choose up to 4 fields to print on your labels.
  o These labels conform to Avery Standard 5160 or equivalent (1" x 2 5/8" labels; 30 per page).
  o Labels will be generated into a PDF document that is saved to the 'Downloads' directory on your device.

➢ The results are initially shown in a summary view with a title bar and the first three result fields visible.
  o To zoom directly to a particular result, click on that result and the map will focus on that item.
  o To view more details for a particular result, click the 'More' link at the bottom of the result listing and more information about that item will appear.

- To collapse a result back to the summary view, simply click the 'Less' link.

➢ A search result can be linked to a different application (SONRIS data, detailed parcel listings, etc) using the 'Details' link at the bottom of the result.
➢ An individual result item can be printed using the 'Print Info' link.

➢ The final two controls allow you to view Google StreetView images and Pictometry imagery (if configured) of the selected search result. These tools are located in the title bar of the search result (shown below).

- Both tools (StreetView highlighted in green and Pictometry highlighted in red in the image above) show a pop-up view of the associated imagery in the middle of your screen as shown in the images below.
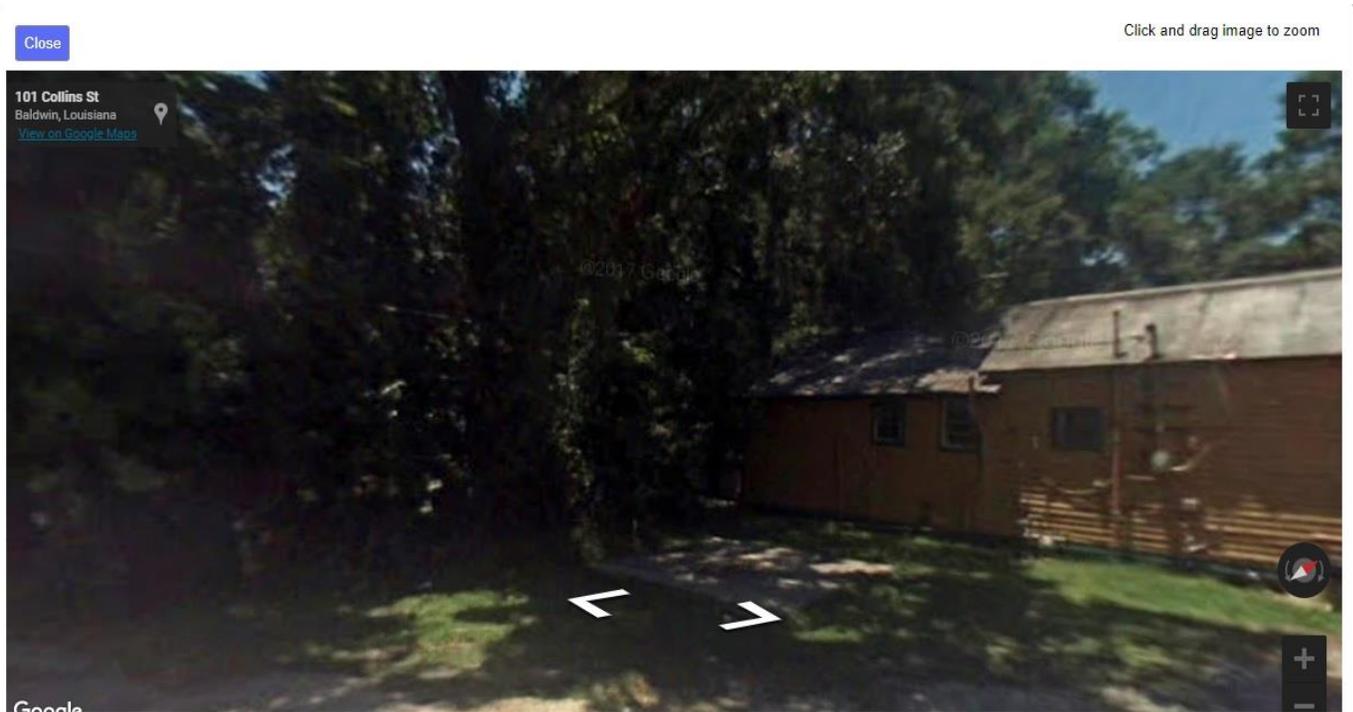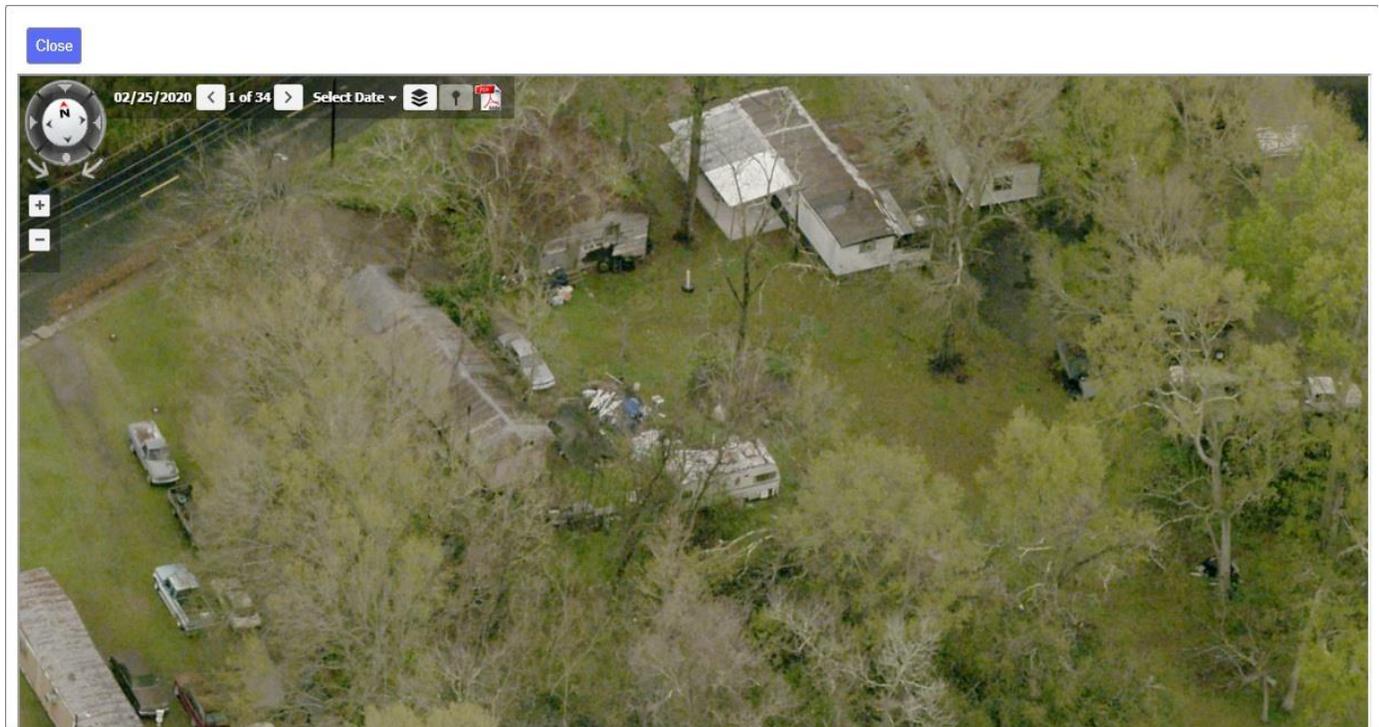
Search History

The Search History tool allows you to go back to any search results or searches performed in your current session, in order from top to bottom.

Each one is selectable so that if clicked, it will re-search that query and show the same exact results that appeared when it was originally searched.

Identify
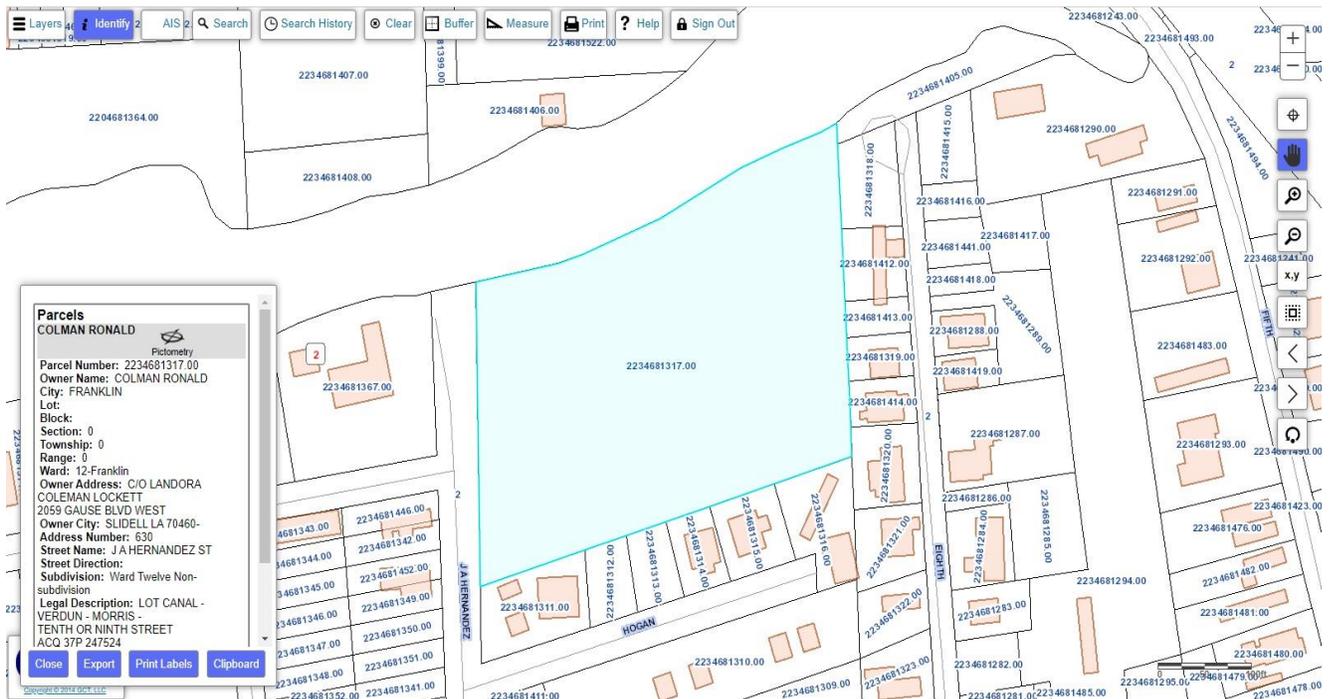
- ➤ When the Identify tool is active, you can click on a properly configured feature on the map, and the details of that feature will appear in an info box on the left-hand side of your screen.

- ➤ The layer of the selected feature is shown in the top portion of the box followed by the details of that feature. Icons for Pictometry and StreetView imagery will appear if available.

- ➤ If the site is properly configured, multiple Identify operations can be completed within the same action. Click as many features as you desire and each result will appear in the info box. With this feature enabled, you can click the 'Clear' button to start over.

Draw
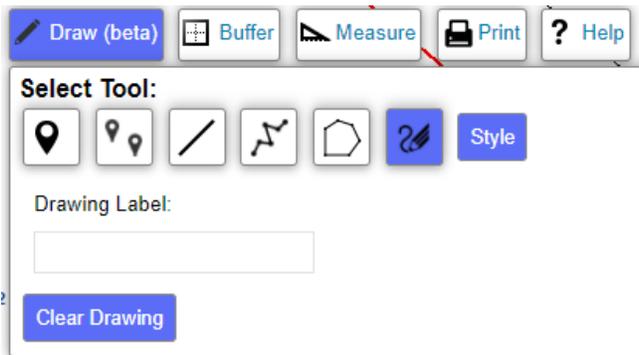
The draw tool allows you to create points, lines, and polygons on the map.

To use this tool, select the draw icon in your interaction toolbar, and select which tool you would like to use.

Once you are finished with your drawings, simply click the 'Clear Drawing' button to clear the map.

POINT
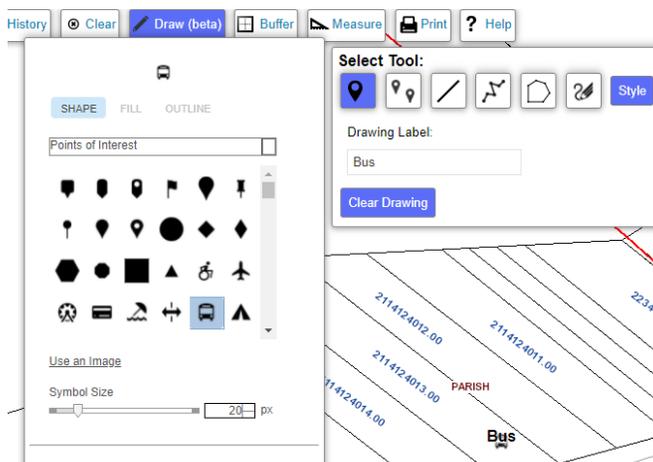
➢ The point tool allows you to place a point anywhere on the map with a single click of the mouse.
➢ You may customize this point using the 'Style' button on the right side of the panel. Under the 'Shape' drop-down box, you may select from a variety of different styles before creating your point.
➢ You may also create a label in the text box under 'Drawing Label'. You must input your label before placing your point.

MULTI-POINT
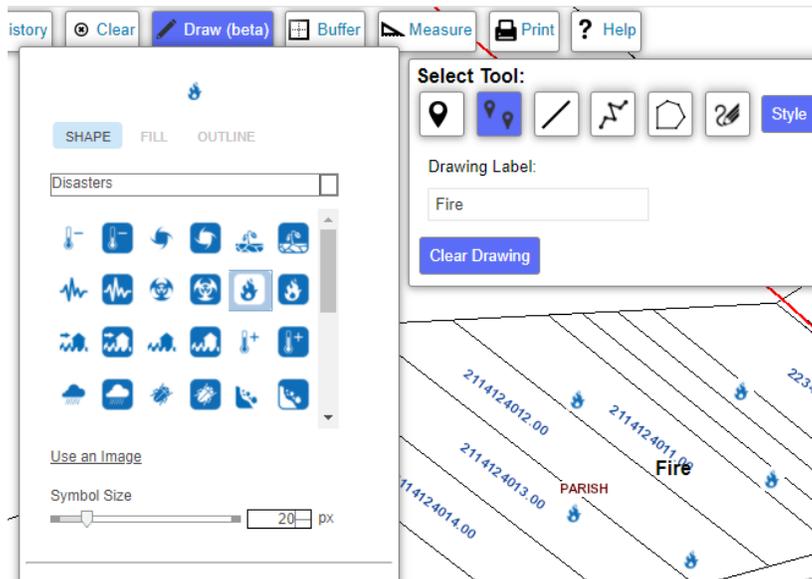
➢ The multi-point tool allows you to place multiple points on the map under the same label. To do this, select the multi-point tool, and start clicking on the map. Double-click to finish.

LINE
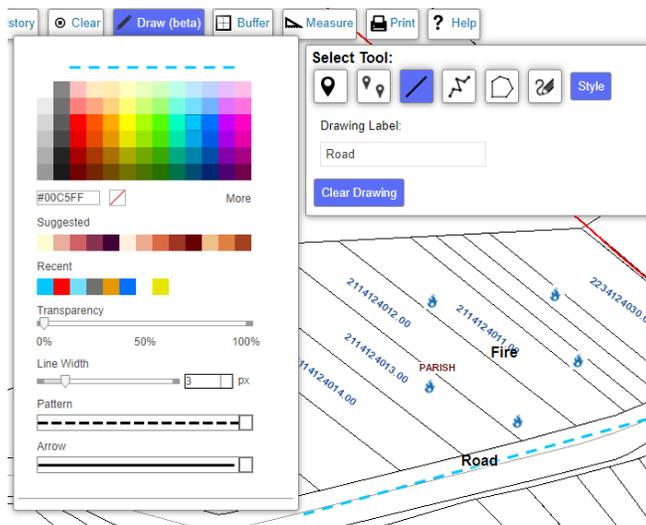
➢ The line tool allows you to draw a line anywhere on the map. To draw a line, simply press down on the mouse to start the line and let go where you would like the line to end. You can use the style tool to select a color for the line, control transparency and line width, and give the line a pattern. You may also label it as desired using the 'Drawing Label' textbox.

POLYLINE
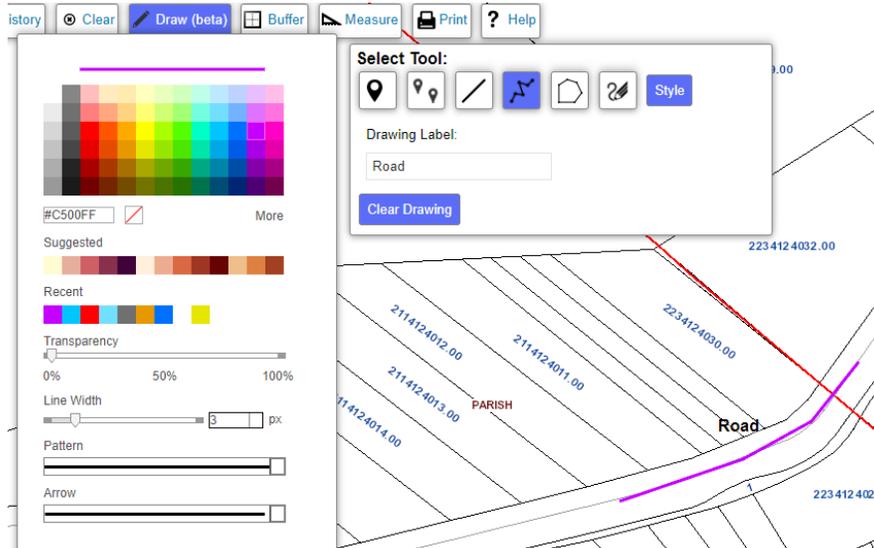
> ➢ The polyline tool allows you to draw multiple connected lines. To do this, quickly click the mouse once to start the first line, and quickly click again where the line should end. Continue this for each line segment, and double-click when complete. You can control the style and label the same way you did using the line tool.

POLYGON
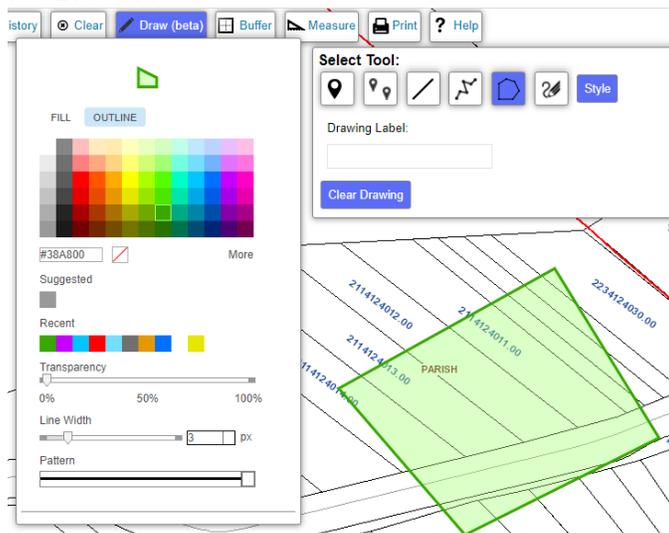
> ➢ The polygon tool allows you to draw a polygon. Done the same way a polyline is drawn, but when you double-click to finish, a polygon is the result. You can use the style tool to select a fill color, an outline color, and to control the transparency of the polygon.

FREEHAND POLYGON
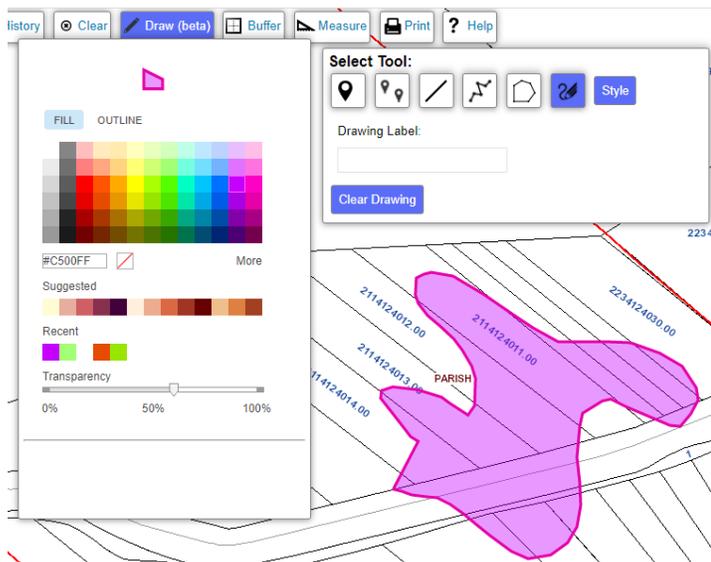
➢ The freehand polygon tool allows you to draw a polygon freehand by pressing down on the mouse to start and holding it until you are done drawing. You can also control the style the same way you did using the polygon tool.

Buffer
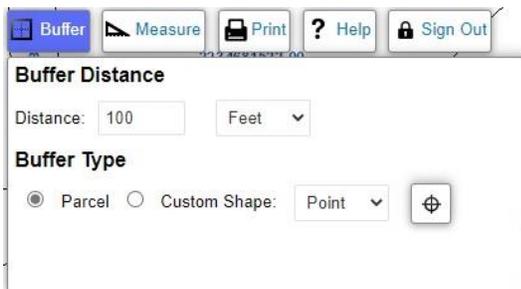
The buffer tool allows you to search for certain features within a specified distance of another feature or custom shape.

To use this tool, set your buffer distance using the textbox and unit drop-down located in the top portion of the tool.

Once the distance is set, you will choose from two types of buffers: a parcel buffer which will search for features within the buffer range of a selected parcel, and a custom shape buffer which allows you to search around a shape you draw on the map.

PARCEL BUFFER
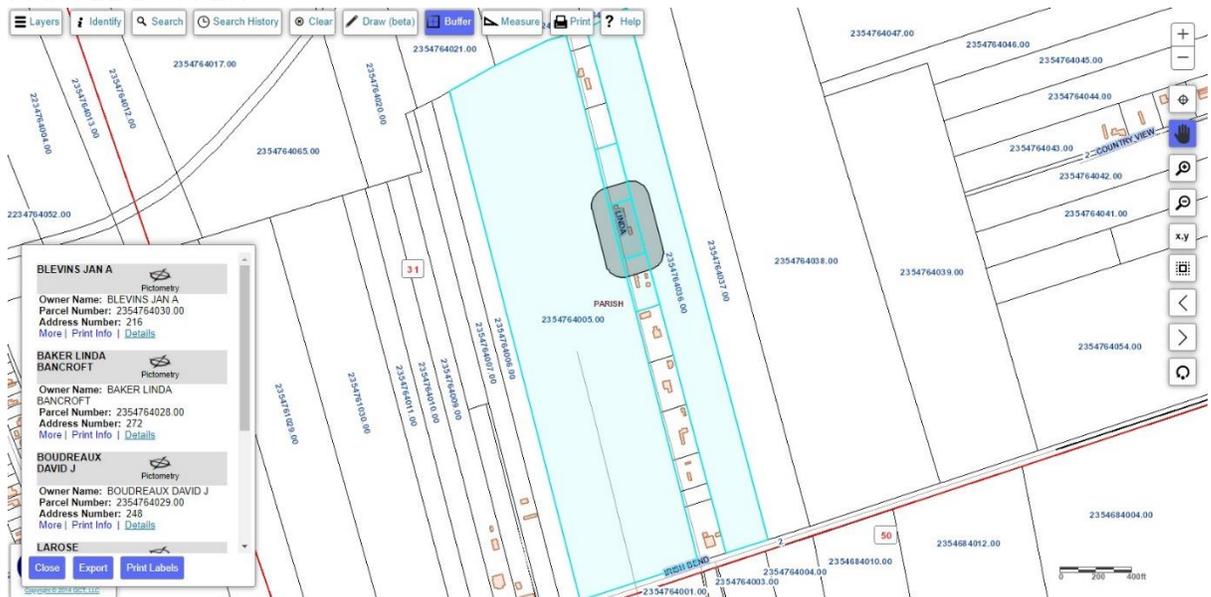
> ➢ Once you select the 'Parcel Buffer' option, navigate to the parcel you wish to search around and click within that parcel to initiate the search.

> ➢ A gray box will appear around the selected parcel to indicate the search area. Any feature which touches this search area will be highlighted in blue and the details of those features will appear in an info box on the bottom left corner of your screen.

CUSTOM SHAPE BUFFER

The custom shape buffer option allows you to draw a shape on the map to act as your search area. The available shapes are Point, Line, Polyline, Polygon, and Freehand Polygon.

1. Point

To use a Point buffer, select the option from the list and click on the map.

A gray circle will appear indicating the search area. Any feature which touches this search area will be highlighted in blue and the details of those features will appear in an info box.

2. Line
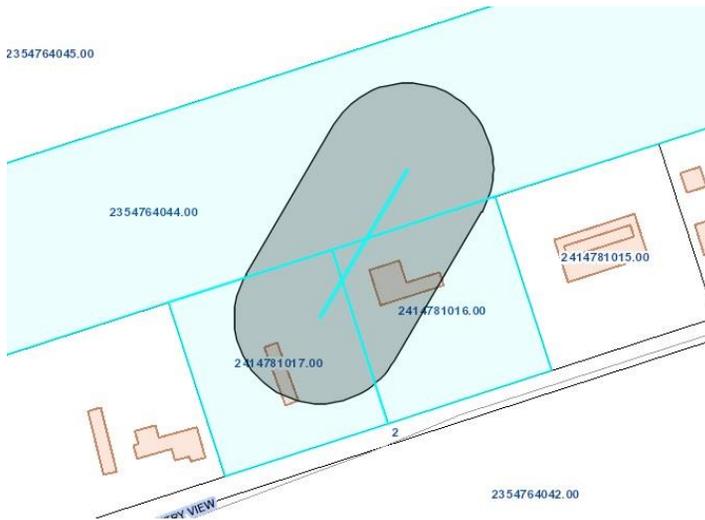
To use a line buffer, select the option from the list, click and hold your mouse button and drag your mouse to draw a line. The line will end when you release the mouse button.

A gray oval will appear indicating the search area. Any feature which touches this search area will be highlighted in blue and the details of those features will appear in an info box.

3. Polyline

To use a Polyline buffer, select the option from the list and click and release your mouse; move your mouse to another point and click again to add another line segment. The polyline will end when you double-click.

A gray bubble will appear indicating the search area. Any feature which touches this search area will be highlighted in blue and the details of those features will appear in an info box.

4. Polygon

To use a Polygon buffer, select the option from the list and click and release your mouse; move your mouse to another point and click again to add another line segment. The polygon will close when you double-click.

A gray bubble will appear indicating the search area. Any feature which touches this search area will be highlighted in blue and the details of those features will appear in an info box.

5. Freehand Polygon
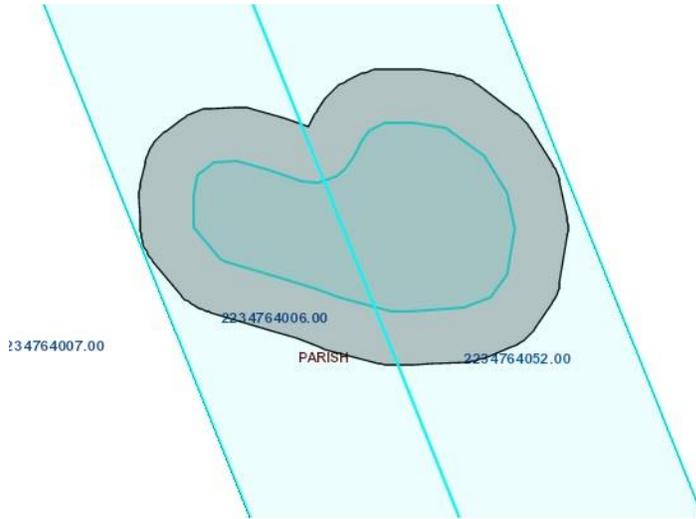
To use a Freehand Polygon buffer, select the option from the list. Click, hold, and drag mouse button to draw a shape. The polygon will end and automatically close when you release the mouse button.

A gray oval will appear indicating the search area. Any feature which touches this search area will be highlighted in blue and the details of those features will appear in an info box.

∗ **Note:** You also have the ability to buffer from your current location if you have allowed the server to access your location. Simply click the GPS button highlighted in red below.
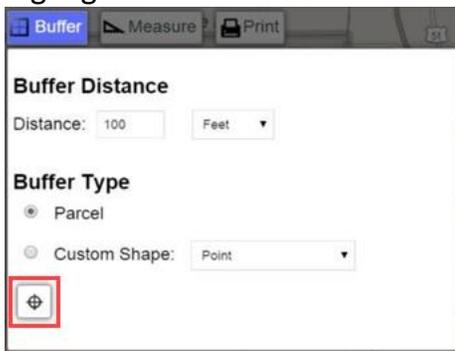
Measure

The Measurement tool allows you to measure areas, distances, and find geographic coordinates of points on the map.

Distance Measure
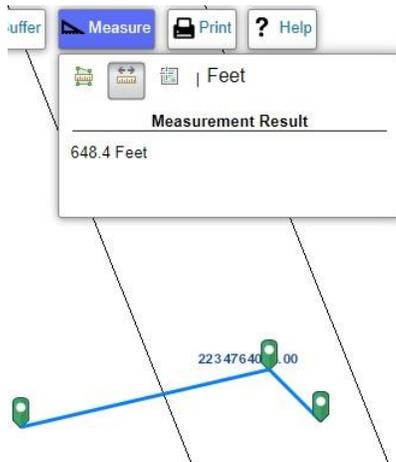
To use the distance measurement tool, select the second icon on the top of the measure tool. You can then begin drawing a line on the map.

To start your line, click a point to act as the starting point for your measurement. The line length will update in the tools as you draw. To add segments to your line, click on the map again. To finish your line, double-click on the desired endpoint.

Area Measure
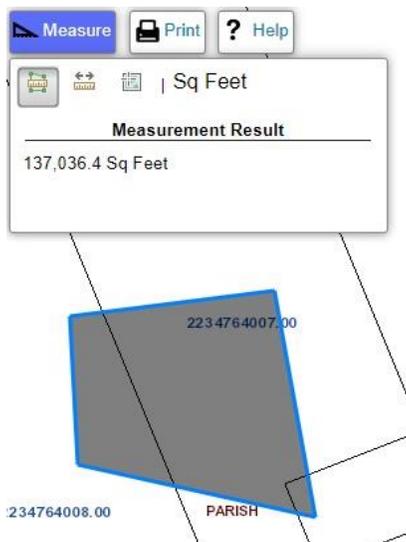
To use the area measurement tool, select the first icon on the top of the measure tool. You can then begin drawing a polygon on the map.

To start your polygon, click a point on the map. The area will update in the tools as you draw your polygon. To add vertices to your polygon, click on the map again. To close your polygon, double-click on the desired endpoint for the last vertex.

Location

To use the location tool, select the third icon on the top of the measure tool.

The geographic coordinates in the results will update as you move your mouse.

When you click a point, the coordinates will lock and the state plane coordinates will appear as well.

Print

The Print tool allows you to create a printout of the current map view along with the current info box data if desired.

You can specify paper size, page orientation, info box data options, and a map title. To include the info box data, you will need to check the appropriate box and choose whether you want to include all data in the box or just the data for the feature you are currently viewing.

The Print tool will generate a PDF file of the map itself in another browser tab. If you have selected to include the info box data, it will print in a separate print process which will open your printer property settings.