

MapGeo – Basic Interface Guide

MapGeo has a full-screen map interface with a number of map control options:

Pan/Identify By default, the MapGeo mouse cursor is in pan/identify mode. This means when you hold down the left mouse button on the map display, you drag the mouse to change the map view extent. A single click will identify and select the property where you clicked. Right click the mouse button to set the mouse control back to the default Pan/Identify mode after other right click map tools are used.

Zoom In/Out The scale slider in the upper left corner of the map display controls the map extent either by dragging the slider up or down (zoom in/zoom out) or by clicking the +/- button at the top and bottom of the zoom slider.

Zoom Extent You can zoom on a specific area by using the Shift-key in association with the left mouse button. While the mouse cursor is on the map display, hold down the Shift-key on the keyboard and then click and hold the left mouse button to draw a rectangular box that will set the new map extent.

Map Extent The bottom right corner of the MapGeo display has an extent locator that when clicked will show the current main map area extent as a red rectangle. When the extent locator is being displayed, you can click on the red rectangle and drag it around the overview map area to change the main map display extent. Click the upper left corner of this overview map to return it to its default minimized state.

Full Extent The icon above the Zoom In/Out slider will return the map display to the default zoom extent.

Measure Clicking the right mouse button allows you to toggle the mouse control to a measure length or measure area mode. Right click to select the default Pan/Identify mode when done measuring. See the section on Markup Tools for more information on the Measure tools.

Hover Over MapGeo provides some functionality simply based on where the mouse cursor hovers over a spot on the map. When the mouse pauses over a location on the map, a dialog appears that provides information such as the address and owner of the property under the cursor. The hover over dialog also provides some functionality such as the ability to select the property, and add it or remove it from the abutters list if that panel is active.

Scale Bar MapGeo provides a graphic scale bar in the lower left corner of the display. The display of a scale bar is an option configured by the site administrator.

Full Extent

Scale Slider

Zoom Extent

Current Map Extent

✓ Pan / Identify
Measure Length
Measure Area

Hover Over Pop Up



Browser Compatibility and Settings

MapGeo does not employ any kind of browser plug in such as Adobe Flash or Microsoft Silverlight for its mapping. The Help files for MapGeo are in a PDF format, so the Adobe Reader software is required in order to view the help documents. To eliminate the dependency on browser add in programs for the map, MapGeo leverages the latest HTML 5 web application framework. This is the latest web development trend, so it does necessitate the latest in end user browser software. The full, rich functionality of MapGeo requires:

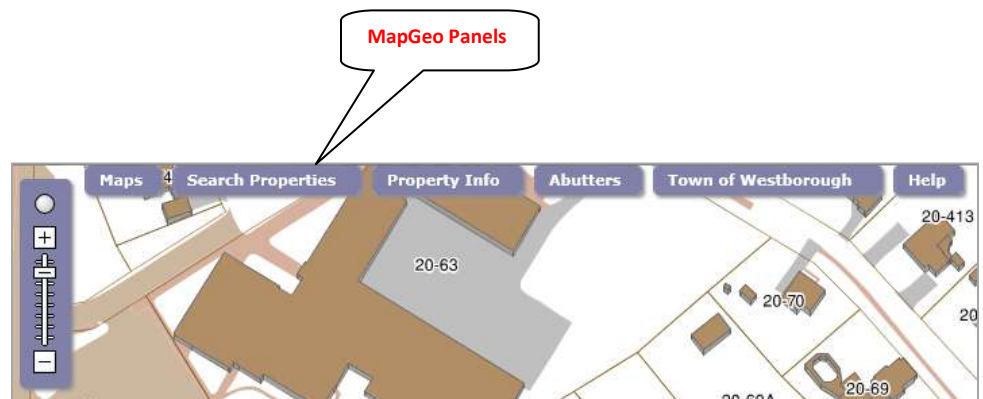
- Microsoft Internet Explorer version 8 or above
- Google Chrome version 8 or above
- Mozilla Firefox version 3.5 or above
- Apple Safari version 4 or above

MapGeo does employ the use of “cookies” to save a user’s application settings. If the use of cookies is blocked by the user’s security settings, MapGeo will function but the default application settings will be the user’s starting point.

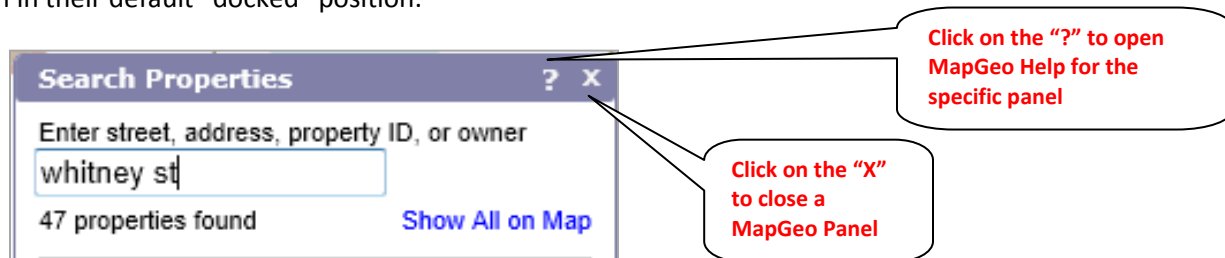
MapGeo was designed to limit the use of browser pop-ups. However, the ability of MapGeo to call other applications (such as Google Street View or the link to a Property Assessor databases) does require the use of pop ups. If the use of pop-ups is blocked in the browser settings, these linked applications will not function smoothly. Browser settings can be adjusted to allow pop-ups from the mapgeo.com site.

MapGeo Panels

Click on any of the MapGeo buttons to open that panel. The Search Properties panel is typically open when the MapGeo application is first opened. However, the site can be configured to have any of the panels open and docked when initially accessed by a user.



When a user exits MapGeo, the panel settings are saved and used as the default when next opened. These panels are shown in their default “docked” position.

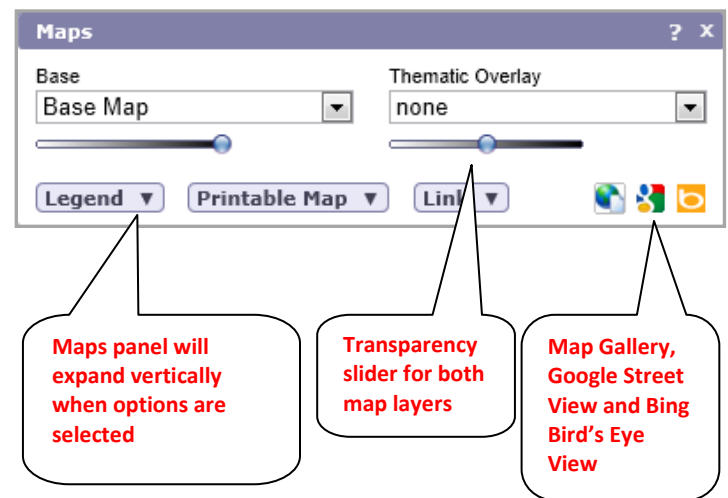


MapGeo panels can be repositioned on the map interface by grabbing the panel by the title bar and while holding the left mouse button down, drag the panel to a different area on the map. When closed, panels return to their default docked location and when subsequently opened will return to their last “open” position on the display. Some of the MapGeo panels can also be resized once they are opened. Move the cursor to the edge of the panel and once the cursor changes to a resize arrow, click and drag the left mouse button.

Maps Panel

Select the Base Map and Thematic Overlay Map option along with the transparency of these two maps. Also provides the legend for the currently selected maps, the option to generate a printable map view, a URL link to the current map, or selection of a Google or Bing view of the current map display.

It is important to note that the Base Map and Thematic Overlay Map options are controlled by the site administrator. That means that a user who logs into the site may have different options that a general public user who does not login to the site.



The map detail shown on the display may also differ based on the zoom scale. Since many details can only be seen when zoomed in, the map display for the same Base Map and Thematic Overlay will appear different based on the scale of the current map display.

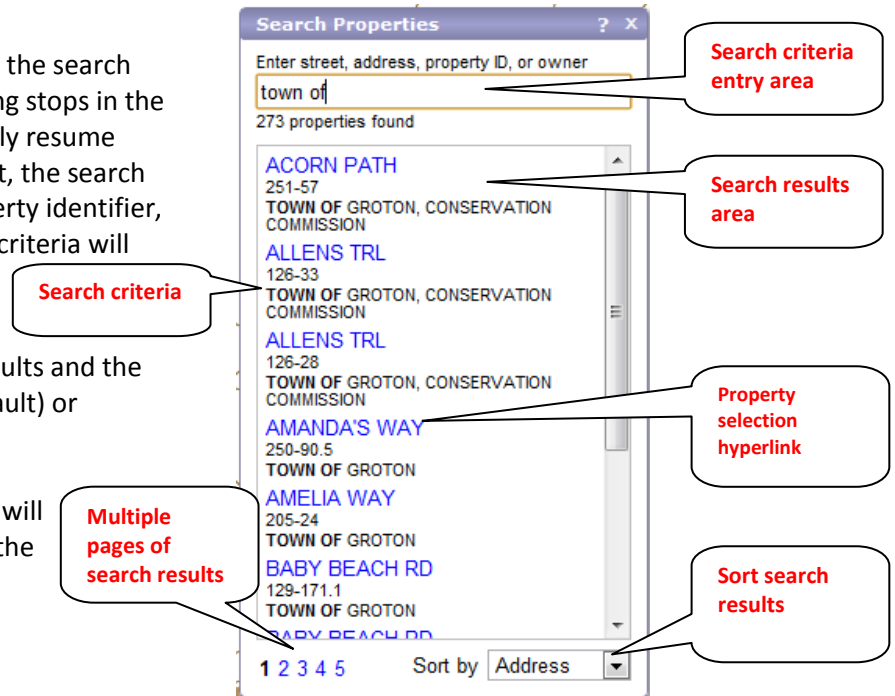
The Google Street View and Bing Bird's Eye View buttons will link to those web sites by opening a new browser window and will be positioned in those views based on the current center of the MapGeo display.

Search Panel

Search provides a single area for entering the search criteria. The search is initiated when typing stops in the search criteria. To refine the search, simply resume typing with more exact criteria. By default, the search is run against the property address, property identifier, and owner name. A match on the search criteria will show in the search results as **Bold** text.

There can be multiple pages of search results and the results can be sorted by address (the default) or property id or owner name.

Selection of a property address hyperlink will zoom the map to that location and open the Property Info panel for that property.



Property Info Panel

For a selected property, basic information is displayed in the Property Info panel. This dialog is divided into sections: Property, Ownership, Valuation, and Land. Click on the “more” option to display detailed information for each section.

If there is more than one property in the selected set, the Address field at the top of the panel will be a pull-down list of each property. This pull-down list is also used when there are multiple property owners for a single selected parcel such as for condo units.

The Property Record Card link at the bottom will either link to an external site for this information, or to a MapGeo generated property card.

The Client panel will display information on when the property and ownership information was last updated.

The Property Info panel displays the following information:

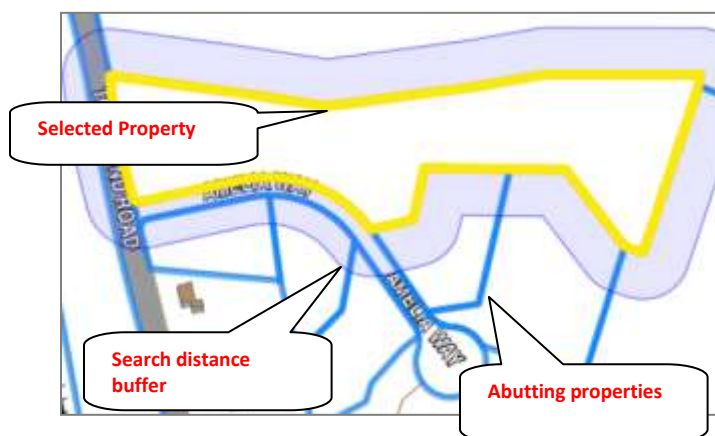
- Address:** TOWNSEND RD (pull-down list)
- Property:** ID 205-23
- Ownership:** Name GROTON CONSERVATION TRUST, Address P.O. BOX 395 GROTON, MA 01450
- Valuation:** Total \$340,800, Land \$340,800, Last Sale \$0 on 09/20/00. A “more” link is available.
- Land:** Area 52.6, Zone. A “more” link is available.
- Property Record Card:** A link at the bottom.

Callouts:

- Multiple property selection list:** Points to the Address pull-down list.
- More information for each section:** Points to the “more” links in the Valuation and Land sections.
- Link to a summary of the selected property:** Points to the Property Record Card link.

Abutters Panel

For the selected parcel or parcels, opening of the Abutters panel will display the list of the abutting properties within the default abutting distance. The distance buffer will be shown around the selected property and each property that touches that buffer will be in the abutters list.



The Abutters panel displays the following information:

- Search distance:** 100 ft
- Abutting properties list:**
 - 77 GRANITE STREET 1168-81-A SOUTH COASTAL BANK
 - 99 GRANITE STREET 1168-8 99 GRANITE STREET LLC
 - 99 GRANITE STREET 1168-8 99 GRANITE STREET LLC
 - 99 GRANITE STREET 1168-8 99 GRANITE STREET LLC
 - 281 WHITWELL STREET 1168-3-81
- Actions:** Spreadsheet, Mailing Labels, Abutters Report
- Sort by:** Address

Callouts:

- Buffer distance – type new value to change:** Points to the Search distance field.
- Remove an individual property from the list:** Points to the “Remove” button next to a property in the list.

The Abutters panel has options for output of this list to a spreadsheet formatted file, producing a Mailing Labels view that can be printed, or creating an Abutters Report that can be certified by the Assessor. An individual member of the abutters list can be removed using the “Remove” option.

Close the Abutters panel to clear the buffer and abutting properties on the map. Open the Abutters panel to initiate a new abutters list.

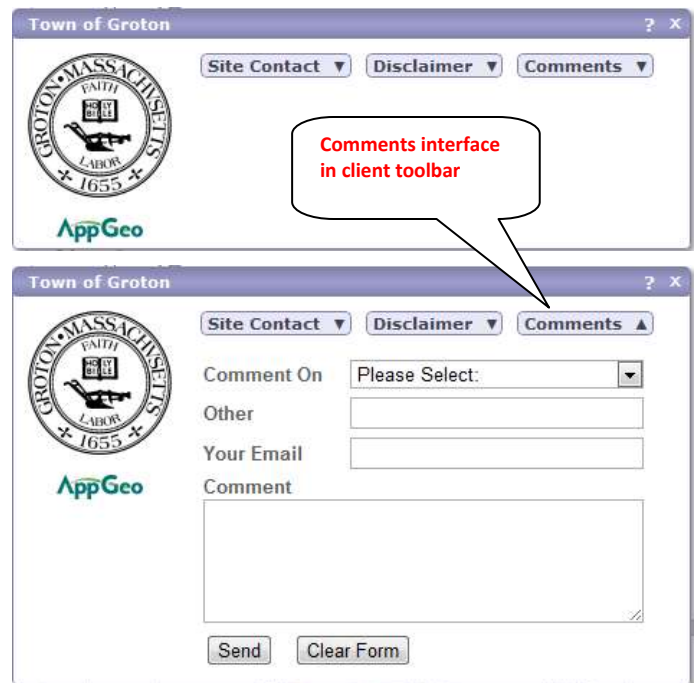
Client Panel

The Client panel is titled with the name of the hosted client. This toolbar provides contact information, disclaimer warnings, and information about the application and data.

The Comments section provides a mechanism to provide input to the client on the application or the data being shown. Click on the Comments tool and the dialog will expand to provide the comments interface. The only required fields are the Comment On, and Comment sections.

The client logo will also provide the ability to link to the client's web site. Hover over the logo and click to go to the client's main web site.

The Disclaimer portion of the Client Panel will display the dates when the parcel mapping data and ownership information were last updated on the site.



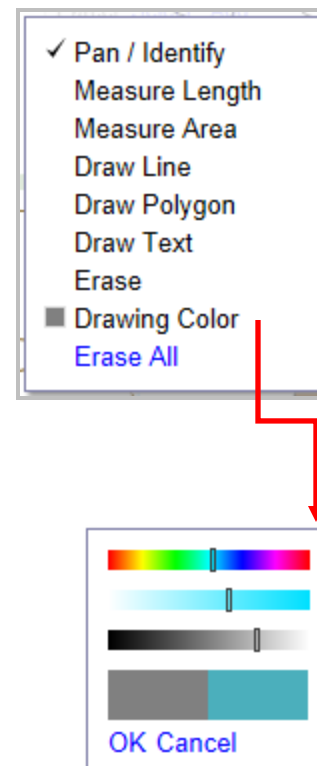
Markup Tools

Right-click on the map display will provide a menu of options. The default mode is the Pan/Identify mode where the user typically pans the map display and clicks to select a parcel.

There are tools for measuring length and area. The area and length are displayed as the user single clicks to define a shape and double clicks to end the shape creation. These measurements then become part of the markup on the map display.

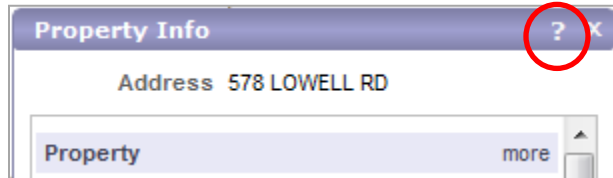
Draw features in the markup tools include Line, Polygon, and Text. The current Drawing Color is shown to the left of the menu item, and this can be changed by clicking on the Drawing Color option. The three bars on the color selector control: hue, saturation, and value all combine to form the new color shown on the right at the bottom of the color dialog. The current color is shown on the left.

Markup features can be removed with the Erase or Erase All option. Markup is only saved in the current browser session.



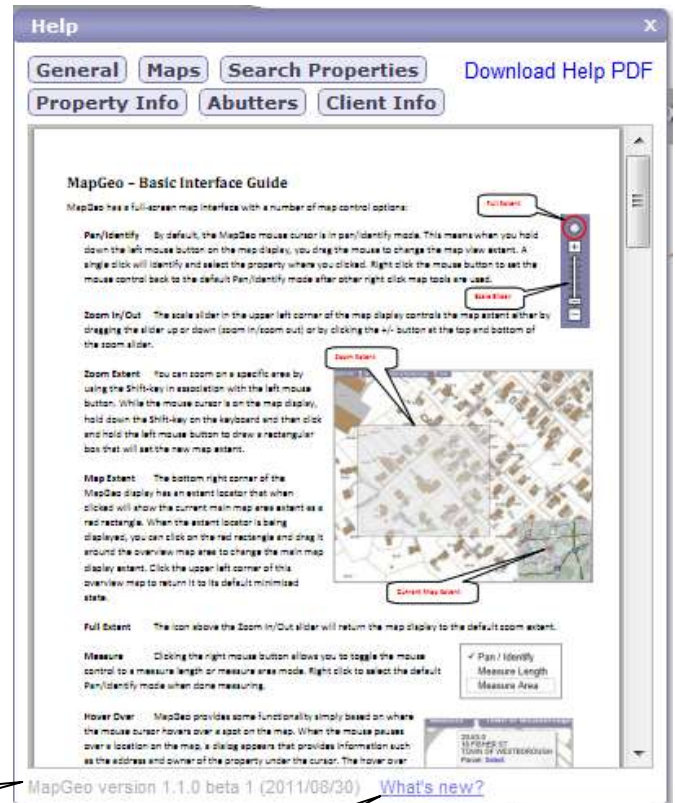
Help Panel

The Help panel provides a single area where all the help information can be accessed or downloaded. Help on individual MapGeo panels can be accessed from the “?” icon on each panel title bar.



The Help panel also displays the current version of MapGeo at the bottom of the panel.

The What's New portion of the Help Panel will display the application updates incorporated in the latest version of MapGeo. This listing also shows the history of updates to MapGeo since its initial launch in 2011.



MapGeo Version

What's New in MapGeo!