

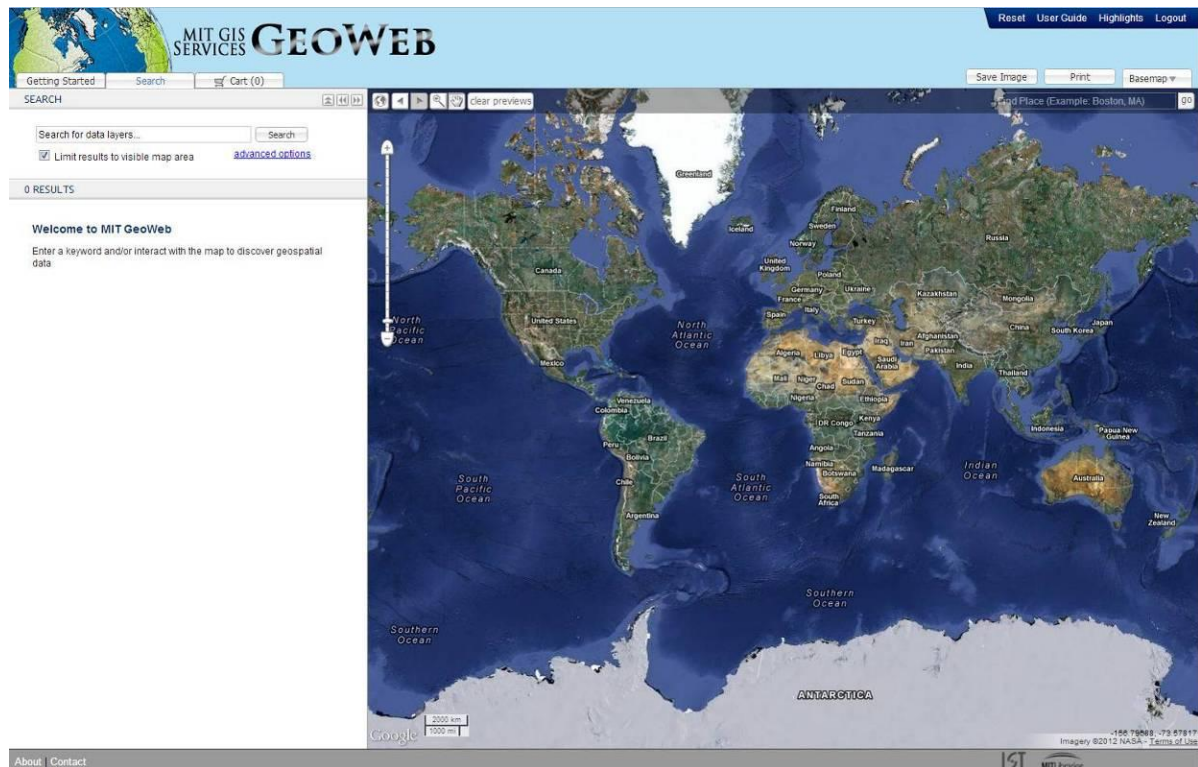
Table of Contents

1. Overview	1
2. Getting Started: Quick Start	2
3. Search	3
3.1. Working With The Map	3
3.1.1. Find a Place	3
3.1.2. Global Zoom	3
3.1.3. Back	3
3.1.4. Forward	3
3.1.5. Zoom In	3
3.1.6. Hand Control	3
3.1.7. Slider Bar	3
3.1.8. Clear Previews	3
3.2. Two Types of Searches	4
3.2.1. Using the Map to Search	5
3.2.2. Text Search	7
3.2.2.1. Basic Search	7
3.2.2.2. Advanced Search	8
3.2.2.2.1. Topic	9
3.2.2.2.2. Keyword(s)	12
3.2.2.2.3. Originator	12
3.2.2.2.4. Year Range	12
3.2.2.2.5. Data Type	13
3.2.2.2.6. Repository	13
3.2.2.2.7. Inclusion of Restricted Data	13
3.2.2.2.8. Results limited to just the visible map area	14
3.3. Helpful Hints for Finding Data	14
3.4. Search Tab Preferences	14
3.4.1. Collapse/Expand	14
3.4.2. Collapse Left	14
3.4.3. Expand Right	15
3.4.4. Save Image	15
3.4.5. Print	15
3.4.6. Basemap	15
3.4.7. Types of Basemaps	16
4. Practice Search	17
5. Search Results	18
5.1. Show/Hide Preview Controls	18
5.2. Add to Cart	19
5.3. Type	19
5.4. Name	19
5.5. Originator	19
5.6. /	20
5.7. Preview	20

5.7.1. Opacity	21
5.7.2. Width	22
5.7.3. Color	22
5.7.4. Zoom to Geographic Extent of Layer	23
5.7.5. Click a Previewed Feature on the Map to View its Attributes	24
5.8. Sorting and Columns	25
5.9. Clear Previews	26
6. Cart	27
6.1. Download	28
6.1.1. File Format	28
6.1.2. Clip to map extent	29
6.2. Web Service	30
6.3. Share	30
6.4. Map it	30
7. MIT Geoweb Interface	31
7.1. Reset	31
7.2. User Guide	31
7.3. Login	31
7.4. About	31
7.5. Contact	31

1. Overview

The OpenGeoportal was collaboratively developed as an open source, federated web application to discover, preview, and retrieve geospatial data from different repositories. Several of the country's leading universities and a state agency have formed a partnership to make thousands of geospatial data layers available through a single, open source interface. The application also incorporates some new innovative search techniques. Partners include Tufts, Harvard, MIT, Princeton, MassGIS, Stanford and UC Berkeley. The single interface is skinnable and may have slight differences in appearance based on the institution hosting the application. MIT's implementation of OpenGeoportal is called MIT Geoweb.



2. Quick Start: Getting Started

By clicking the **Getting Started** tab, you can get some of the most important information quickly on how to interact with the map, search, preview, and download data.

The screenshot displays the MIT GeoWeb web application interface. At the top, the header includes the MIT GIS SERVICES logo, the word 'GEOWEB', and navigation links for 'Reset', 'User Guide', 'Highlights', and 'Logout'. Below the header, a 'Getting Started' tab is selected, with a 'Search' button and a 'Cart (0)' indicator. The main content area is divided into two sections: a left sidebar with instructions and a large map on the right.

Welcome to MIT GeoWeb
Search, discover, preview, and retrieve geospatial data from multiple repositories.

Search
There are two ways to search for data. The two methods can be used individually or combined for more effective search.

- Use **basic** or **advanced** search
- Interact with the map to search for data by relevant geographic extent

Interacting with the map

- Interacting with the map will perform a search for relevant data
- Enter a place in the **Find Place** field to zoom to a location
- Click the **Zoom** or **Pan** tool and drag the map with the mouse
- Double-click to zoom in on an area
- Hold down shift and click-drag a box to zoom to an area
- Click on **Basemap** to set the background layer to OpenStreetMap, Google Maps, etc.

Preview

- Click the **Preview** checkbox to preview the layer on the map from your search results or from your Cart
- Expand the layer dropdown to access the preview controls
- Click the attribute preview tool and click on a feature on the map to view its attributes

Download

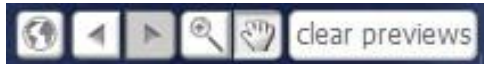
- Click the **Cart** checkbox to add the selected layer to your Cart for download, additional preview, or to create web mapping services


The map on the right shows a world view with country labels. A search bar at the top right of the map area contains the text 'Find Place (Example: Boston, MA)' and a 'GO' button. Map controls include a 'Clear preview' button, a 'Save Image' button, a 'Print' button, and a 'Basemap' dropdown menu. A scale bar at the bottom left indicates 2000 km and 1000 mi. The bottom of the page features 'About' and 'Contact' links, along with logos for 'IST' and 'MITI Express'.

3. Search


3.1. Working With The Map


A set of buttons that display above the map allows you to switch or manipulate the current view.





3.1.1. Find a Place  is used for a geospatial search. When you use the Find Place field, MIT Geoweb provides a view of the location you entered and restricts the returned data records to those intersecting the spatial search area. Returned results are ranked according to a unique set of spatial algorithms.

3.1.2. Global Zoom  restores the highest level view available.


3.1.3. Back  backs you up to previously viewed map extents.

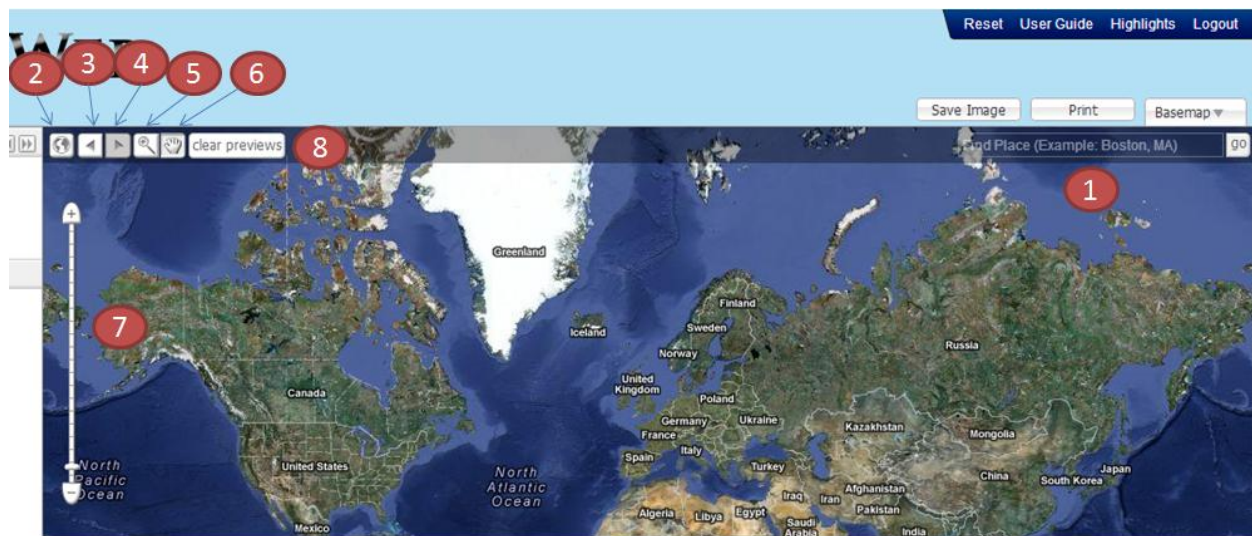
3.1.4. Forward  moves you through subsequent map extents.

3.1.5. Zoom in  switches the cursor to a magnifying glass icon which, when clicked, zooms in to the identified point on the map. Hold down the left-click to drag and draw a box over the area to zoom to.

3.1.6. Pan control  switches the cursor to a hand icon which, when the left click is held down, allows you to drag and pan the map.

3.1.7. The Zoom Slider Bar displays in the upper left portion of the map, allowing you to zoom in or zoom out by clicking the ends of the slider bar, or by dragging the slider up or down on the bar.

3.1.8. Clear previews  is used to deselect any results checked to preview and remove them from the map.



3.2. Two Types of Searches

In order to search for data, click on the **Search** tab.



There are two ways to locate, explore and download data. These two types of searches are 1) **Using the Map to Search** and 2) **Text Search**. The two methods can be used individually or combined (default) for more effective searching. A change in the map extent will initiate a search for data.

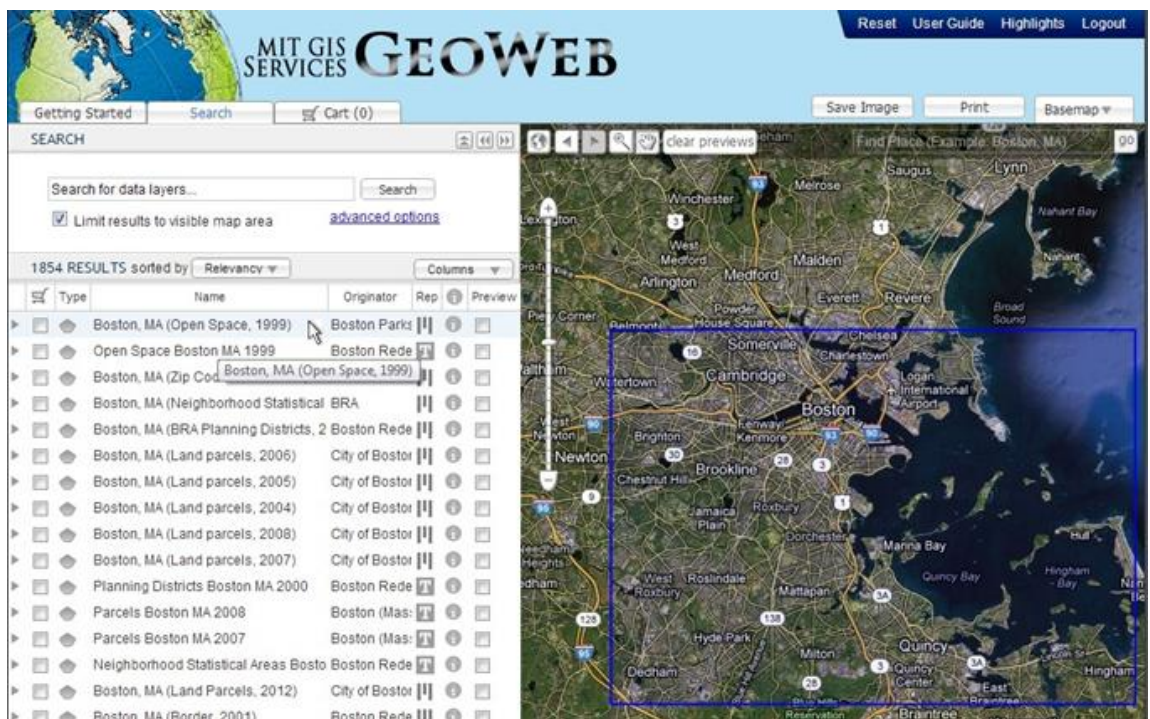
3.2.1. Using the Map to Search can be done in several ways:

The **Find Place** field is used for a geospatial search. When you use the Find Place field, MIT Geoweb zooms to the location you entered and restricts the returned data records to those intersecting the resulting map extent.


For example, to search for data in the Boston area: 1. In the **Find Place** field, type **Boston, MA** and click "go". 2. In **Search Results**, you see all the data layers that are within or partially within the Boston area. By default they are ordered by a unique spatial relevance algorithm.



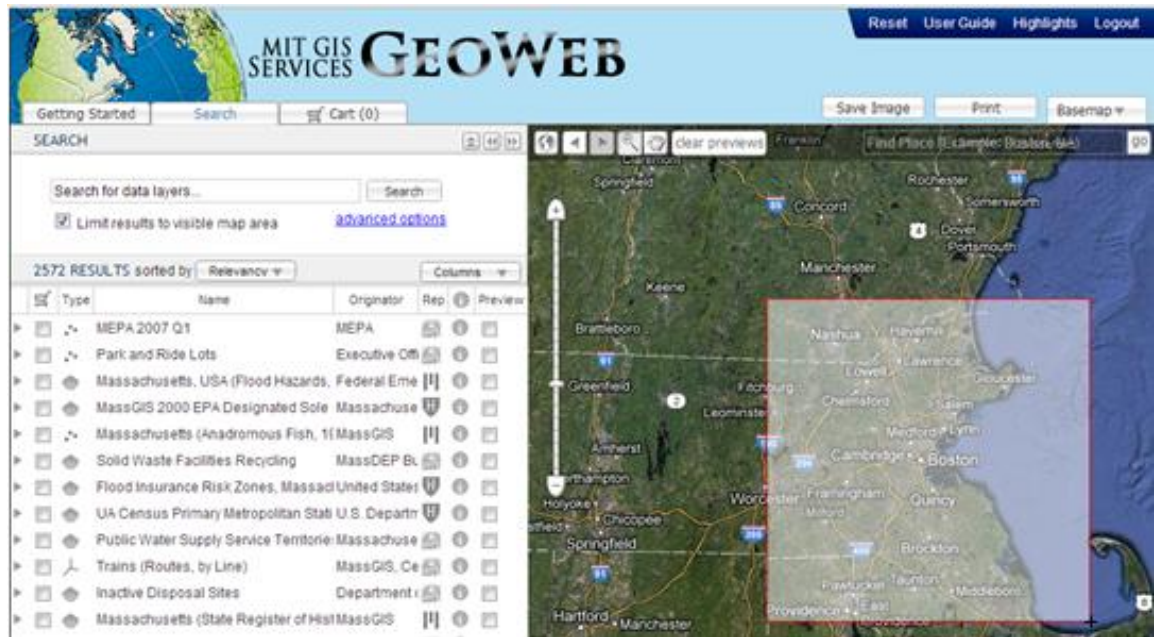
If you hover your mouse pointer over a data layer in the **Results** list, you can see its extent previewed in blue on the map.



Drag and Draw a Box to perform a search similar to "Find Place". Using

the **Zoom In**  tool while clicking and dragging draws a box that zooms to the extent of the area of interest. By default MIT Geoweb returns relevant results each time the displayed map extent changes.

For example, to search for data for the Boston area: 1. Drag and draw a box over **Boston, MA**. 2. In **Search Results**, you will see all the data layers that are within or partially within Boston.



Also, panning or zooming in to a different area immediately initiates another search for the new area.

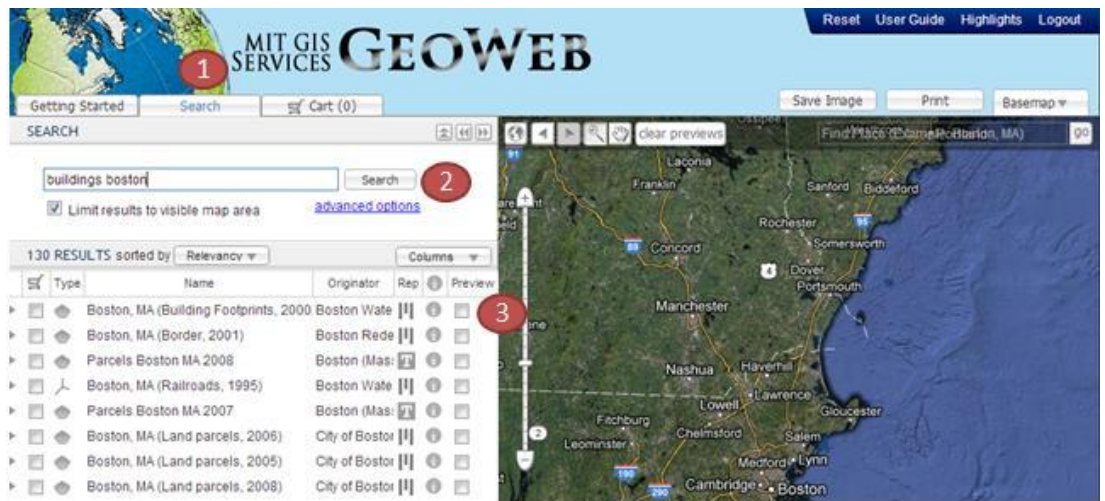
Try combining your spatial search with a text search to further refine your results.

3.2.2. Text Search allows you to type in search terms. There are **Basic** and **Advanced Search** options.

3.2.2.1. Basic Search

For a **Basic** search, you can type in a search term, such as **buildings**, in the search field. You can also put a place name in the Search Text Key field, such as **buildings Boston**. This search goes through the metadata to find these key terms. Remember, the search will return results which include either word in the metadata.

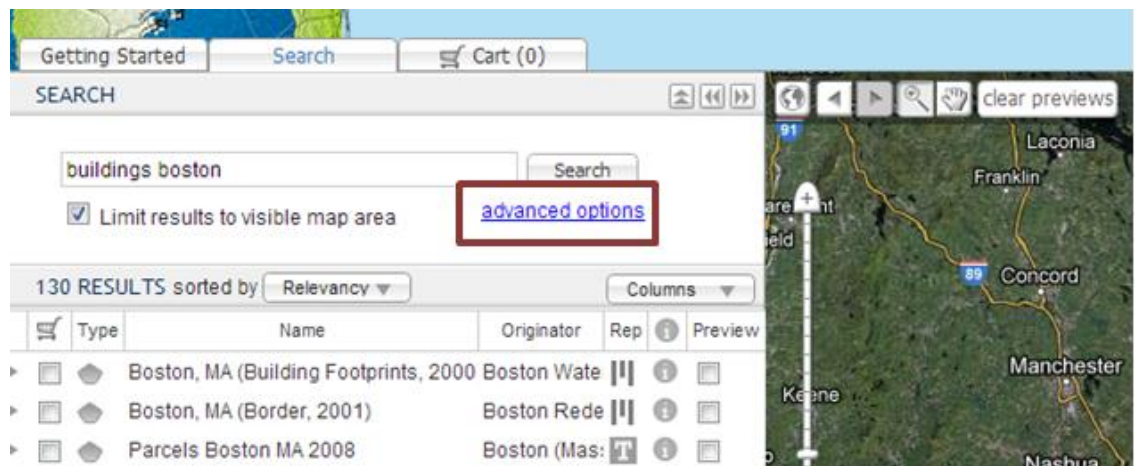
For example, you want to find buildings in Boston. 1. Make sure the **Search** tab is selected. 2. Type **buildings Boston** in the search text field and click on **Search**. 3. You see that the Search Results change to include those data layers with rivers of Boston.



3.2.2.2. Advanced Search

If the Basic Search options are too general, use the **Advanced Search** options to further refine your search. To use the Advanced Search:

With the Search tab selected, click **Advanced Options**. The options for search are expanded.



The additional options (defined below) allow you to further define your search criteria. You can specify any of the following:

The screenshot shows a web interface for searching data. At the top, there are three tabs: "Getting Started", "Search" (which is active), and "Cart (0)". Below the tabs is a "SEARCH" header with a small upward arrow icon. The main search area contains several fields and options, each with a red circular callout lettered from i to viii:

- Topic:** A dropdown menu with "Select a topic" and a downward arrow. Callout **i** points to the dropdown arrow.
- Keyword(s):** A text input field containing "buildings boston". Callout **ii** points to the text.
- Originator:** An empty text input field. Callout **iii** points to the field.
- Year(s):** Two empty text input fields separated by the word "to". Callout **iv** points to the first field.
- Data Type:** A dropdown menu with "Select data types" and a downward arrow. Callout **v** points to the dropdown arrow.
- Data Repository:** A dropdown menu with "Select repositories" and a downward arrow. Callout **vi** points to the dropdown arrow.
- Include Restricted Data:** A checkbox that is currently unchecked, followed by the text "Include Restricted Data". Callout **vii** points to the text.
- Clear** and **Search** buttons are located below the "Include Restricted Data" checkbox.
- Limit results to visible map area:** A checked checkbox followed by the text "Limit results to visible map area". Callout **viii** points to the text.
- A blue link labeled [basic options](#) is located at the bottom right of the search area.

3.2.2.2.1. Topic allows you to search for data that includes information related to a particular subject or data theme. Left click on the arrow in the Topic field to show the list of topics.

Topic: Select a topic

Keyword(s):

Originator:

Year(s):

Data Type:

Data Repository:

☒ Limit results to v

- None
- Agriculture and Farming
- Biology and Ecology
- Administrative and Political
- Boundaries
- Atmospheric and Climatic
- Business and Economic
- Elevation and Derived Products
- Environment and Conservation
- Geological and Geophysical

- **Agriculture and Farming**
The rearing of animals or cultivation of plants. For example, resources describing irrigation, aquaculture, herding, and pests and diseases affecting crops and livestock.
- **Biology and Ecology**
Naturally occurring flora and fauna. For example, resources describing wildlife, biological sciences, ecology, wilderness, sea life, wetlands, and habitats.
- **Administrative and Political Boundaries**
Administrative units within countries and borders between countries.
- **Atmospheric and Climatic**
Atmospheric processes and phenomena. For example, resources describing cloud cover, weather, atmospheric conditions, climate change, and precipitation.
- **Business and Economic**
Economic activities or employment. For example, resources describing labor, revenue, commerce, industry, tourism and ecotourism, forestry, fisheries, commercial or subsistence hunting, and exploration and exploitation of resources such as minerals, oil, and gas.
- **Elevation and Derived Products**
Height above or below sea level. For example, resources

describing altitude, bathymetry, digital elevation models, slope, and products derived from this information.

- **Environment and Conservation**

Environmental resources, protection, and conservation. For example, resources describing pollution, waste storage and treatment, environmental impact assessments, environmental risks, and nature reserves.

- **Geological and Geophysical**

Earth sciences. For example, resources describing geophysical features and processes, minerals, the composition, structure and origin of the earth's rocks, earthquakes, volcanic activity, landslides, gravity information, soils, permafrost, hydrogeology, and erosion.

- **Human Health and Disease**

Health services, human ecology, and safety. For example, resources describing human disease and illness, factors affecting health, hygiene, mental and physical health, substance abuse, and health services.

- **Imagery and Base Maps**

Base maps. For example, resources describing land cover, topographic maps, and classified and unclassified images.

- **Military**

Military bases, structures, and activities. For example, resources describing barracks, training grounds, military transportation, etc.

- **Inland Water Resources**

Inland water features, drainage systems, and their characteristics. For example, resources describing rivers and glaciers, lakes, water use plans, dams, currents, floods, water quality, and hydrographic charts.

- **Locations and Geodetic Networks**

Positional information and services. For example, resources describing addresses, geodetic networks, postal zones and services, control points, and place names.

- **Oceans and Estuaries**

Features and characteristics of salt water bodies excluding inland waters. For example, resources describing tides, tidal waves, coastal information, and reefs.

- **Cadastral**

Property maps. A cadastre commonly includes details of the ownership, the tenure, the precise location (some include GPS coordinates), the dimensions (and area), the cultivations if rural, and the value of individual parcels of land.

- **Cultural, Society, and Demographics**
Characteristics of societies and cultures. For example, resources describing natural settlements, anthropology, archaeology, education, traditional beliefs, manners and customs, demographic data, crime and justice, recreational areas and activities, social impact assessments, and census information.
- **Facilities and Structure**
Man-made construction. For example, resources describing buildings, museums, churches, factories, housing, monuments, and towers.
- **Transportation Networks**
Means and aids for conveying people and goods. For example, resources describing roads, airports and airstrips, shipping routes, tunnels, nautical charts, vehicle or vessel location, aeronautical charts, and railways.
- **Utilities and Communication**
Energy, water and waste systems, and communications infrastructure and services. For example, resources describing hydroelectricity, geothermal, solar, and nuclear sources of energy, water purification and distribution, sewage collection and disposal, electricity and gas distribution, data communication, telecommunication, radio, and communication networks.

3.2.2.2.2. Keyword(s) - Keywords are words that serve as criteria, identifying relevant search results based on document metadata.

Keyword(s):

3.2.2.2.3. Originator - The originator is the office or agency providing the source data for the search result.

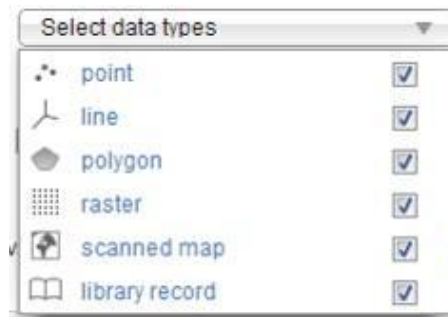
Originator:

3.2.2.2.4. Year Range - The Year Range option allows you to specify a particular date range to search. Years should be entered in the YYYY format.

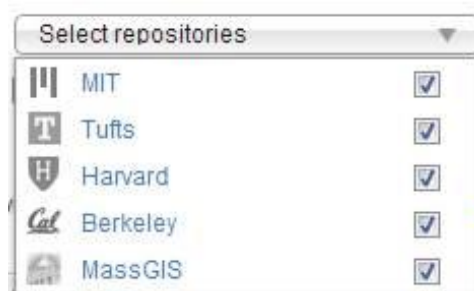
Year(s): to

3.2.2.2.5. Data Type - Data Type allows you to define the type of data you want to find, such as raster data, vector data, or scanned maps.

- **Raster** - Raster data represents a generally rectangular grid of pixels or points of color, viewable via a monitor, paper, or other display medium.
- **Vector** - Vector graphic formats points, lines, and polygons (shapes), which are all based on mathematical equations, to represent images in computer graphics.
- **Scanned Maps** - Scanned maps have coordinate system information in the margins that can be used to geo-reference the image without reference to any other data.
- **Library Record** - Catalog entry for non-digital spatial data (such as paper maps). No downloadable data exists on Geoweb for these records. However, metadata, such as information on where to find the physical item in the library, is available (see Section 5.6 of this User Guide).



3.2.2.2.6. Repository - Click the **Select Repositories** dropdown. Use the checkboxes to include all or a select set of the data available from the contributing data repositories.



3.2.2.2.7. Inclusion of Restricted Data - A portion of the data provided by the data sources is protected from public view, and requires the user to login to view or download the restricted data.

Generally speaking, individuals from each of the data repositories will have privileges to log in to data from their own institution. By checking this, results might be returned that you would be unable to preview or download through the portal.

☒ Include Restricted Data

3.2.2.2.8. Results limited to just the visible map area- You can elect to have MIT Geoweb restrict the search results to correspond to the map in one of two ways.

☒ Limit results to visible map area

If you keep the **Limit the Visible Map Area checked**, the search results layers correspond only to features that intersect with the visible map extent.




If you uncheck **Limit the Visible Map Area**, the spatial component of the search will be removed. The search results will include layers from different parts of the world. Only the text search will be in effect.

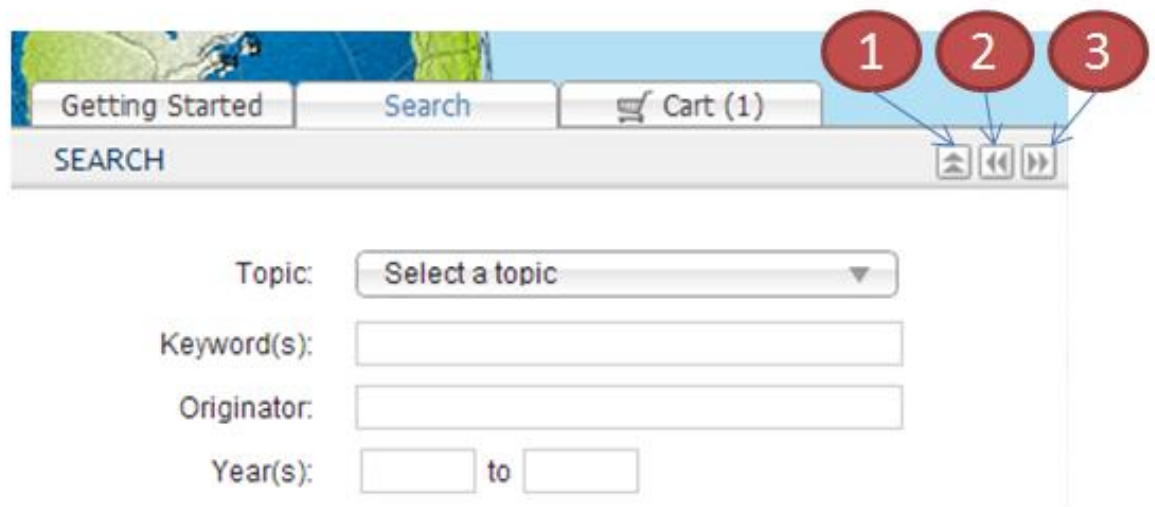
3.3. Helpful Hints for Finding Data

- **Combine spatial and text searches** - For example, zoom in to Boston, MA and type "buildings" in the search box for an effective way to search for Boston buildings. An advantage to this type of search is that buildings layers for towns in the Boston area, but not a part of Boston proper will appear. Use the "Find a Place" search box for a quick way to zoom in to a location.
- **Use Multiple Terms to Refine Searches** - For example, search for **land cover** to find documents with both the words 'land' and 'cover' somewhere in the metadata, but not necessarily together.
- **Capitalization** - Searches on MIT Geoweb are not case sensitive; e.g. "roads" returns the same results as "Roads".

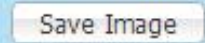

3.4. Search Tab Preferences

Elements on the **Search** tab can be adjusted to suit your preferences. Three buttons appear in the header of the Search tab have the following functions:

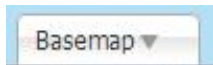
- 3.4.1. Collapse/Expand**  collapses or expands the portion of the Search tab where criteria are entered. Having this portion of the tab collapsed allows more search results to appear on the screen.
- 3.4.2. Collapse Left**  collapses the tabbed area of the interface completely, maximizing the map view. When the left side of the screen is collapsed, the button to expand right displays at the left edge of the screen. Using the expand right button will restore the interface to the default view.
- 3.4.3. Expand Right**  collapses the map area of the interface completely, maximizing the tabbed portion of the interface. When the right side of the screen is collapsed, using the expand left button will restore the interface to the default view.

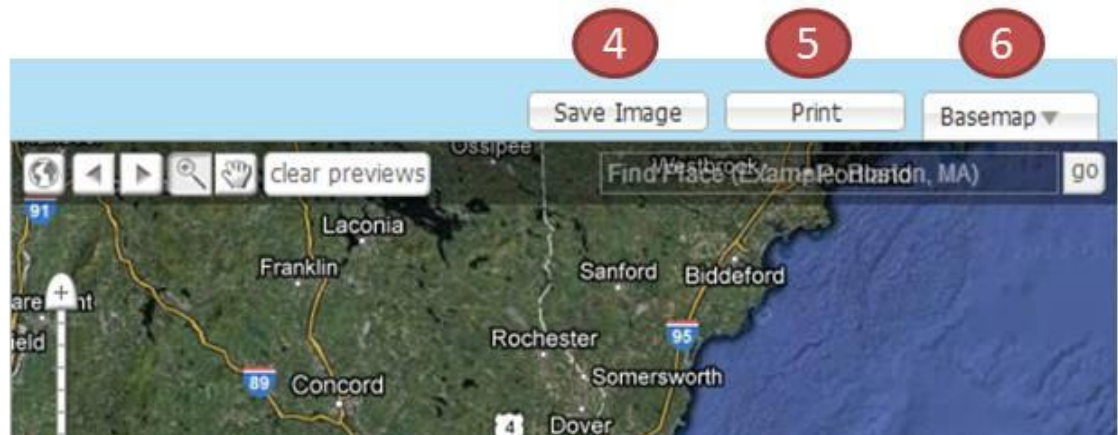


Above the map on the right, three buttons are displayed:

- 3.4.4. Save Image**  allows you to save a .png image of the datasets that are actively being previewed on your map within the current extent.
- 3.4.5. Print**  The Print button allows you to print the current map extent, including the previewed layers and basemap.

Tip - Consider using a PDF printer to avoid having to download a map, saving the map with a name and location of your choosing.

- 3.4.6. Basemap**  There are five options for the basemap you can use in MIT Geoweb.



3.4.7. Basemap types when you hover your cursor over **Basemap**, your options for the basemap appear. The one selected is in **blue**.

- **Google Hybrid** - The Hybrid view shows a map depicting roads, parks, borders, and more, overlaid on satellite imagery.
- **Google Satellite** - The Satellite view shows aerial imagery of roads, parks, borders, and more.
- **Google Streets** - The Map view shows a map with a traditional depiction of roads, parks, borders, and more.
- **Google Physical** - This shows the topography and physical features of the land along with major roads.
- **Open Street Map** - This option is a free, editable source of geographic data, which is built similar to Wikipedia. OSM has mapped some parts of the world not easily available from other sources.



4. Practice Search

When you are finished defining your search criteria, click the Search button. Results corresponding to the criteria you've entered display under Search Results.

Try a search. Let's get recent roads data for Boston. In

1) **Topics** choose **Transportation Networks**, 2) in **Keywords** type **roads**, 3) in **Year(s)** type **2000** and then 4) click **Search**.

The screenshot shows a search interface titled "SEARCH" with navigation icons on the right. The form contains the following elements:

- 1** Topic: A dropdown menu showing "Transportation Networks".
- 2** Keyword(s): A text input field containing "roads".
- Originator: An empty text input field.
- 3** Year(s): Two text input fields, the first containing "2000" and the second empty, separated by the word "to".
- Data Type: A dropdown menu showing "Select data types".
- Data Repository: A dropdown menu showing "Select repositories".
- ☒ Include Restricted Data
- 4** A red circle with the number 4 is positioned over the "Search" button.
- Buttons: "Clear" and "Search".
- ☒ Limit results to visible map area
- [basic options](#)

5. Search Results

Default columns that display for returned Search results are as follows:

59 RESULTS sorted by Relevancy Columns

Type	Name	Originator	Rep	Preview
▼	MassGIS 2003 Massachusetts Highw	MassGIS (Off	H	i
	opacity: 100% In width: 1px			
▶	UA Census Class A Roads, 2000 - M	U.S. Depart	H	i
▶	MassGIS 2003 Massachusetts MHD	MassGIS (Off	H	i
▶	Roads World 2010	Michael Bau	T	i
▶	MassGIS 2003 Massachusetts 1:5,00	MassGIS (Off	H	i
▶	North America (Major Roads, 2009)	Tele Atlas		i
▶	Primary and Secondary Roads MA 20	United States	T	i
▶	Major Roads U.S.A. and Canada 200	Tele Atlas (Fi	T	i
▶	World Roads : ESRI Data Maps 2010	DeLorme Pu	H	i
▶	USA (Major Roads, 2005)	Tele Atlas Nc		i
▶	USA (Major Roads, 2006)	Tele Atlas Nc		i
▶	Massachusetts (Major Roads, 2002)	MassGIS		i
▶	ESRI Data Maps 2004 : U.S. Major Ro	Geographic I	H	i

5.1. Show/Hide Preview Controls Expands/hides options to customize opacity, font size and color, adjusting how the data will preview on the map. Click on the arrow by the data layer to show controls. When you check the preview data checkbox (see Section 5.7), the preview controls are automatically expanded.

59 RESULTS sorted by Relevancy Columns

Type	Name	Originator	Rep	Preview
▼	MassGIS 2003 Massachusetts Highw	MassGIS (Off	H	i
	opacity: 100% In width: 1px			
▶	UA Census Class A Roads, 2000 - M	U.S. Depart	H	i

5.2. Add to Cart - A checkbox used to save a result to the Cart. Simply check the box and the data layer will be placed in the cart. The cart is a temporary holding place to preview or download chosen results, which can be accessed by clicking the Cart tab.



5.3. Data Type

- Raster - a generally rectangular grid of pixels
- Point - a vector graphic format using points
- Line - a vector graphic format using lines
- Polygon - a vector graphic format using polygons
- Scanned Map - a digital image of a physical map
- Library Record - catalog entry for non-digital spatial data (such as paper maps). No downloadable data exists on Geoweb for these records. However, metadata, such as information on where to find the physical item in the library, is available (see Section 5.6 of this User Guide).

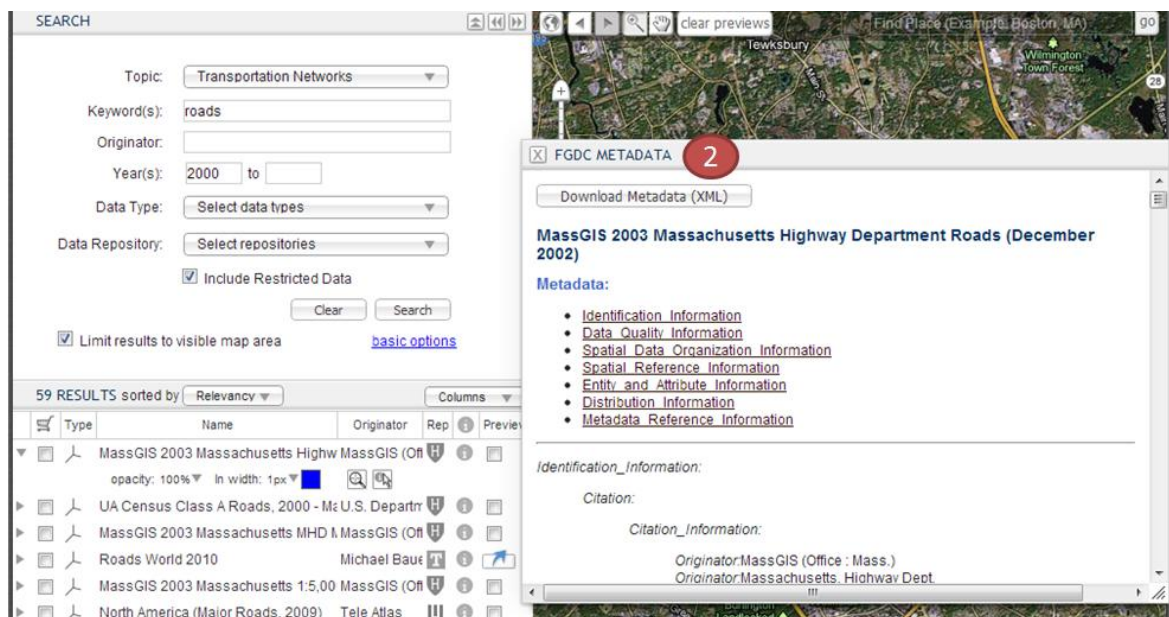
5.4. Name - The document or data set name.



5.5. Originator - The office or agency providing the source data for the search result.



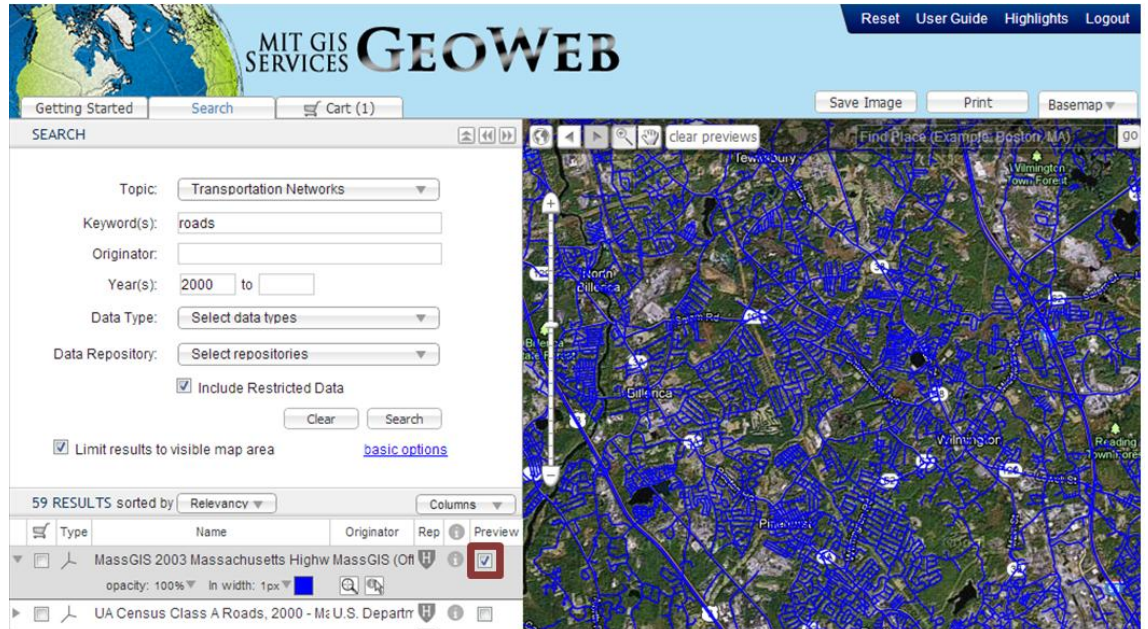
5.6. *i* - Used to display metadata for the returned result. 1) Click on the *i* and 2) the **metadata** appears.



5.7. Preview

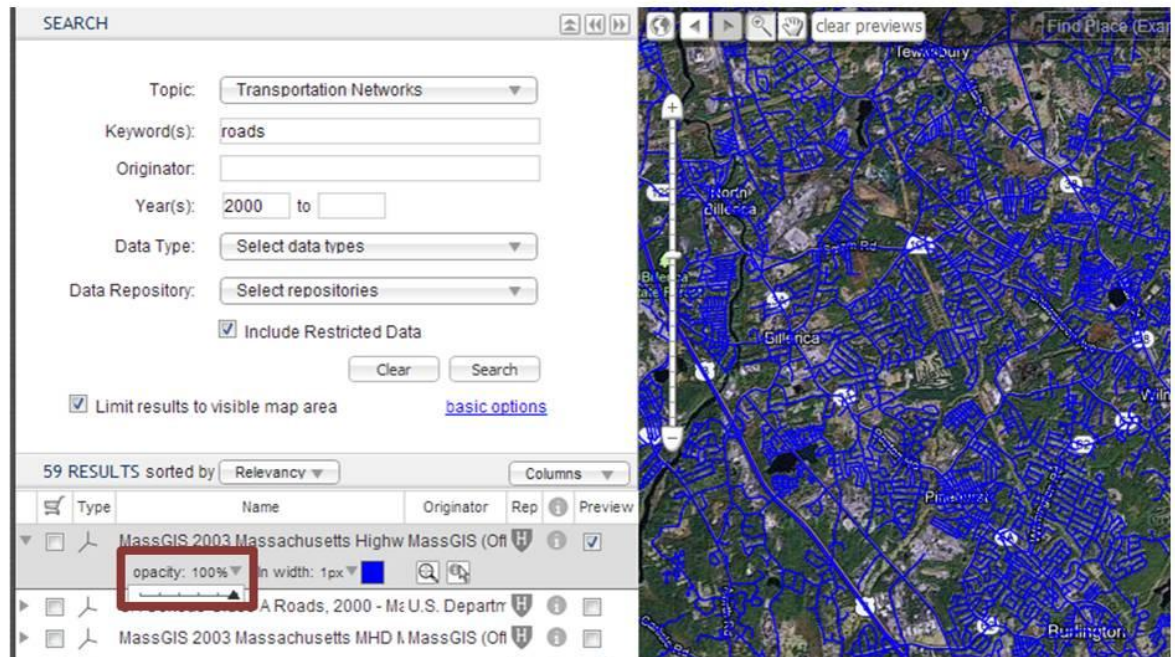
- **Checkbox** - If the data is public, simply click the checkbox beside the result to preview the data on the map. The layer goes to the top of the list.

- **Login** [login](#) If the data is protected, click the login button to provide your credentials to access the data and preview it on the map.

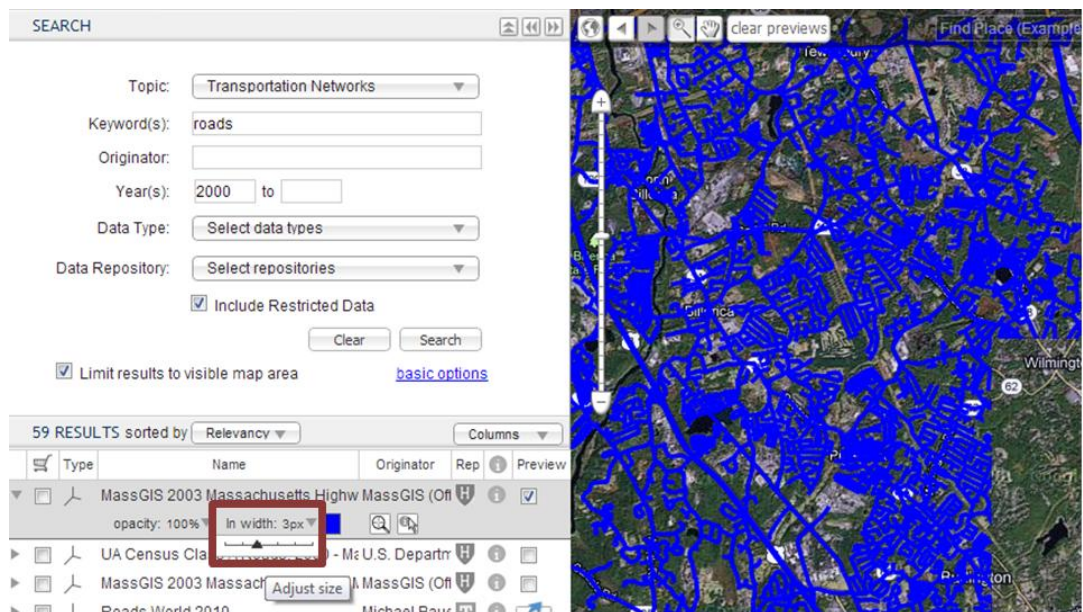


Within Preview, there are several options for controlling how your features look and exploring their attribute data. They are **a. Opacity**, **b. Width**, **c. Color**, **d. Zoom to Geographic Extent of Layer**, and **e. Click a Previewed Feature on the Map to View its Attributes**.

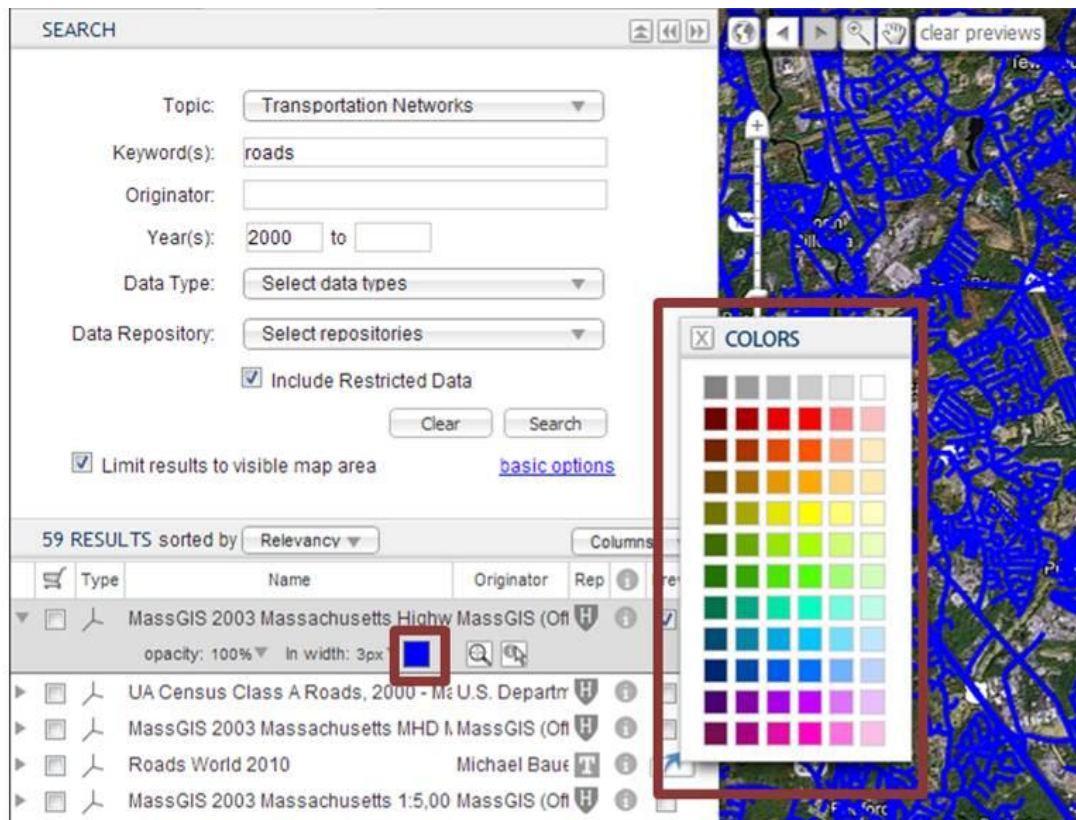
- 5.7.1. Opacity** - controls the transparency of the data layer in the view. Hover your cursor over the control and a scale bar appears. Move the arrow up and down the scale to adjust the opacity of the layer.




5.7.2. Size/Ln Width- This controls the size of points or the width of the lines (or borders for polygons) in the data layers. Move the arrow on the scale to adjust. Note this option is not available for raster data.



5.7.3. Color - Click on the color icon to bring up the color palette. Note this option is not available for raster data.



5.7.4. Zoom to Geographic Extent of Layer  Click on the magnifying glass to pan and zoom the map to the full extent of the layer.

MIT GIS SERVICES **GEOWEB**

Getting Started Search Cart (0) Save Image Print Basemap

SEARCH

Topic: Transportation Networks

Keyword(s): roads

Originator:

Year(s): 2000 to

Data Type: Select data types

Data Repository: Select repositories

☐ Include Restricted Data

Clear Search

☒ Limit results to visible map area [basic options](#)

62 RESULTS sorted by Relevancy Columns

Type	Name	Originator	Rep	Preview
MassGIS 2003 Massachusetts Highway Department Roads (December 2002)				
Cambridge, MA (Road Polygons)	City of Camb			
UA Census Class A Roads, 2000 - M: U.S. Departm				
UA Census Class A Roads, 2000 - Ve U.S. Departm				
UA Census Class A Roads, 2000 - Ct U.S. Departm				
UA Census Class A Roads, 2000 - Rt U.S. Departm				
Cambridge, MA (Major Roads, 2008)	City of Camb			
MassGIS 2003 Massachusetts MHD I. MassGIS (Of				
Roads Chelsea MA 2005	Chelsea (Ma			
MassGIS 2003 Massachusetts 1:5,00 MassGIS (Of				
Road Centerlines Chelsea MA 2005	Chelsea (Ma			
UA Census Class A Roads, 2000 - N: U.S. Departm				
UA Census Class A Roads, 2000 - M: U.S. Departm				

<< Previous | Results 1-13 | Next >>

5.7.5. Click a Previewed Feature on the Map to View its Attributes

Clicking on this button turns your cursor into a crosshairs. Next, click on any feature to bring up attribute information.

☐ Include Restricted Data

Clear Search

☒ Limit results to visible map area [basic options](#)

37 RESULTS sorted by Relevancy Columns

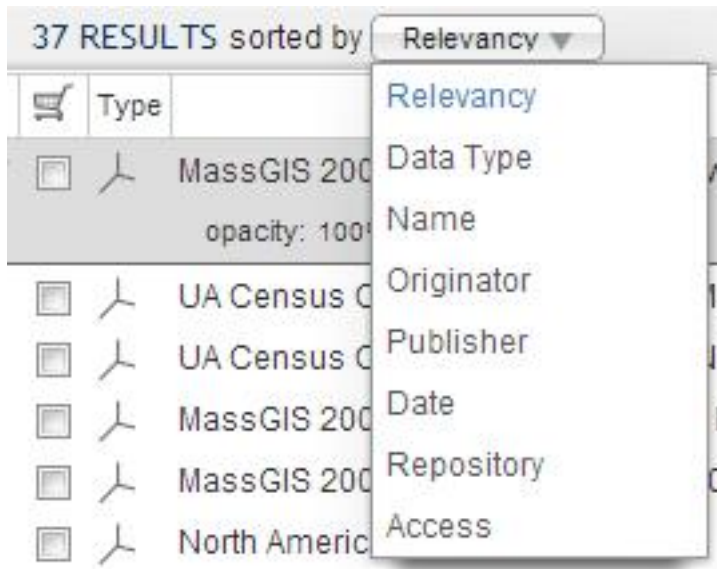
Type	Name	Originator	Rep	Preview
MassGIS 2003 Massachusetts Highway Department Roads (December 2002)				
UA Census Class A Roads, 2000 - M: U.S. Departm				
UA Census Class A Roads, 2000 - N: U.S. Departm				
MassGIS 2003 Massachusetts MHD I. MassGIS (Of				
MassGIS 2003 Massachusetts 1:5,00 MassGIS (Of				
North America (Major Roads, 2009)	Tele Atlas			
Primary and Secondary Roads MA 20' United States				
USA (Major Roads, 2005)	Tele Atlas Nc			
USA (Major Roads, 2006)	Tele Atlas Nc			
Massachusetts (Major Roads, 2002)	MassGIS			
Massachusetts (Major Roads, 2006)	Executive Offi			

FEATURE ATTRIBUTES

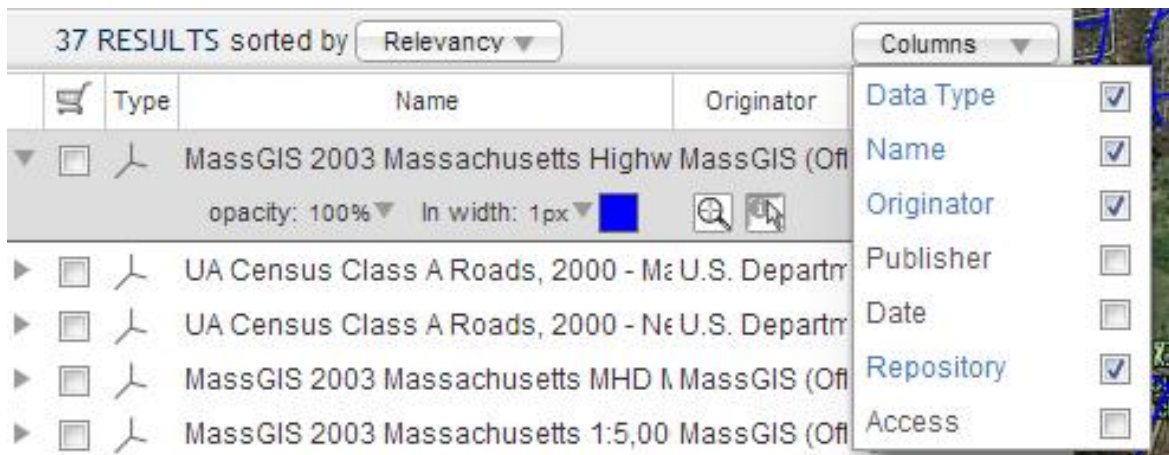
MassGIS 2003 Massachusetts Highway Department Roads (December 2002)

COUNTY_COD	G
SERIAL_NUM	970600
CLASS	5
ADMIN_TYPE	0
RT_NUMBER	
ALTRTNUM1	
ALTRTNUM2	
ALTRTNUM3	
ALTRTNUM4	
ALTRT1TYPE	0
STREET_NAME	STONY HILL ROAD
CSN_ZF	G0970600
SHAPE_LEN_1	347.96511783

5.8. Sorting and Columns - Used to include or exclude data being displayed in the set of Search Results and to sort the results. Clicking the sort dropdown (default is **Relevancy**) will show a list of criteria to sort by. Only one option may be selected to sort the results. You can also sort by clicking on the column title. Clicking the column title a second time sorts by the column in reverse order.



Click on the **Columns** dropdown. Check and uncheck checkboxes to choose which columns are displayed in the search results.

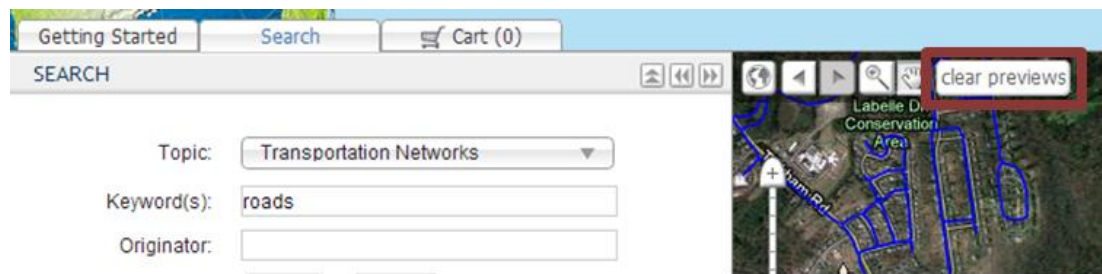


The available columns and sort orders are:

- **Relevancy** - ranked by relevance.
- **Data Type** - grouped in this order: Library Record, Line, Point, Polygon, Raster, and Scanned Map
- **Name** - alphabetically, by the name of the document or data set

- **Originator** - alphabetically, by the name of the office or agency providing the source data
- **Publisher** - alphabetically, by the name of the agency that published the source data
- **Date** - chronologically, by publication date, with data having the most recent metadata first
- **Repository** - grouped by the university or state agency that contributed the data
- **Access** - whether or not the data layer is **Public** or **Restricted**.

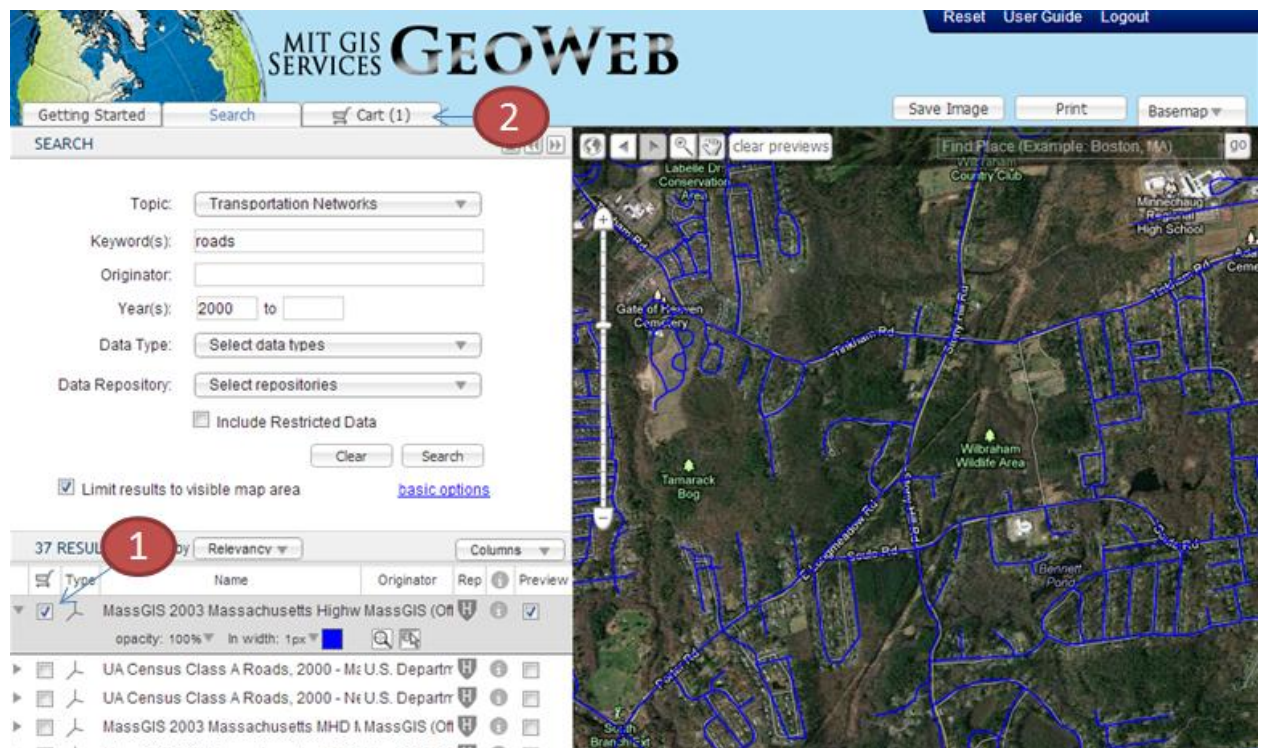
5.9. Clear Previews - Used to deselect any results checked to preview and remove them from the map.



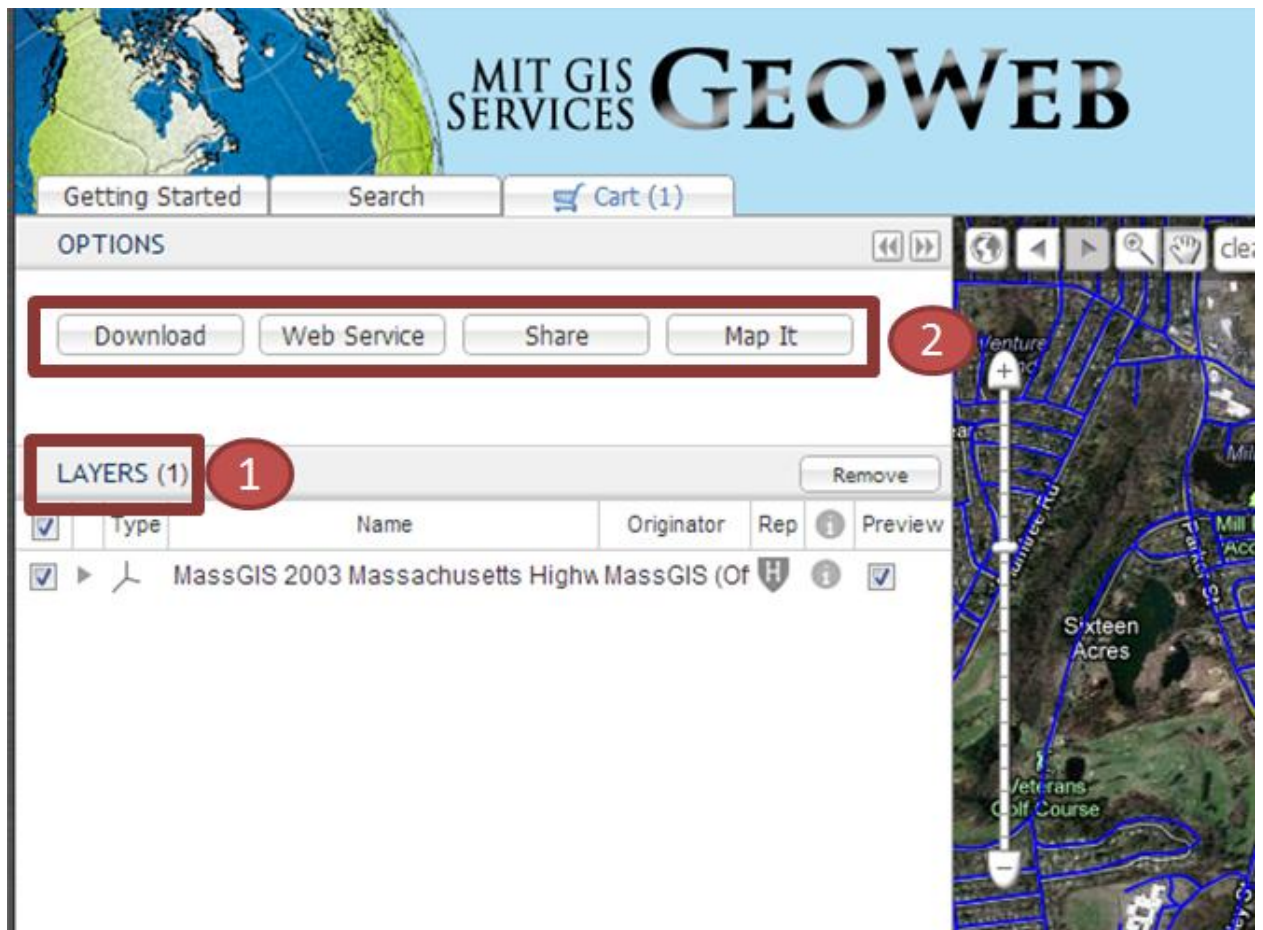
6. Cart

The Cart tab provides temporary storage for datasets and map images you have selected. From the cart, several actions are possible; downloading layers, creating web services (coming soon), sharing the contents of your cart, and opening layers in GeoCommons (coming soon). Hovering on each button will highlight which layers are available for that particular action. Additionally, you can preview the data in the cart the same way you preview data on the Search tab.

While in the Search tab, **check the layer** you want to download. The number of layers selected appears in the Cart tab. 2) Select the **Cart** tab.



Once in the Cart tab, 1) you see the **layers selected** and 2) four buttons let you manage the contents of your cart: **Download**, **Web Service**, **Share** and **Map it**.

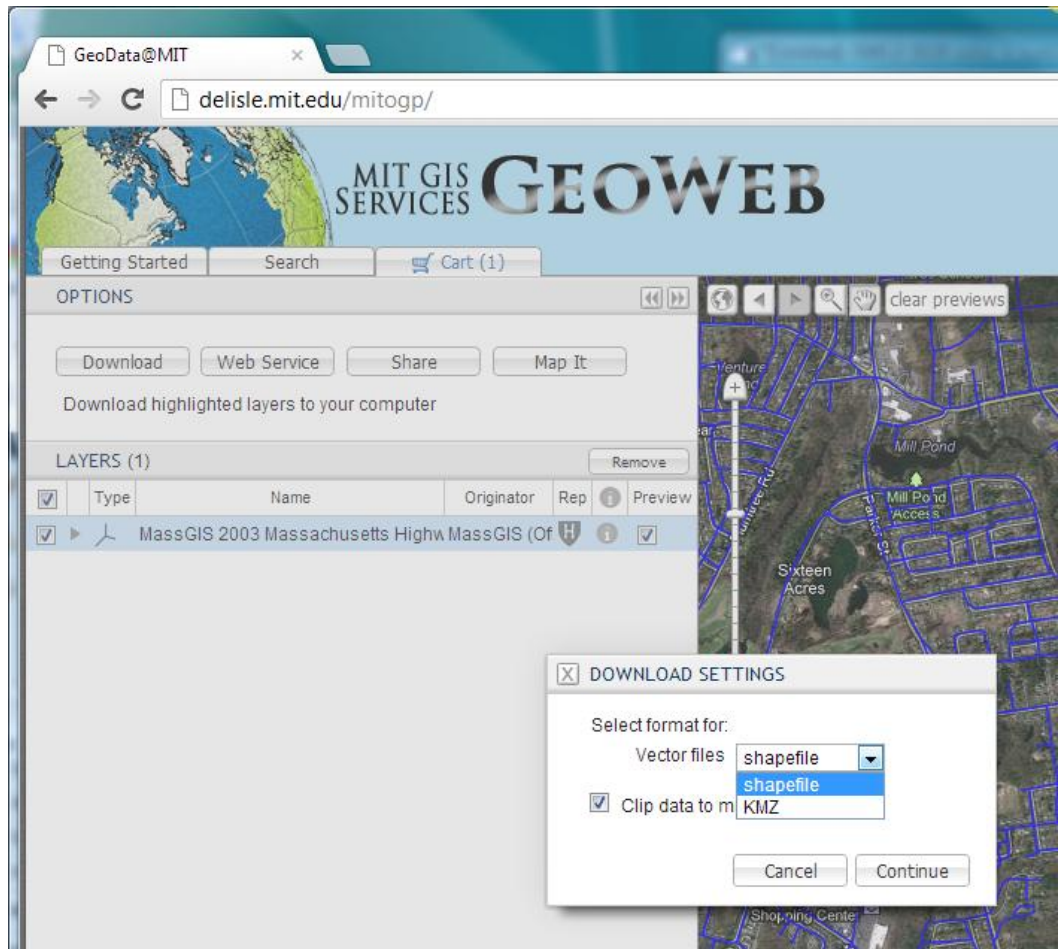


The four buttons are:

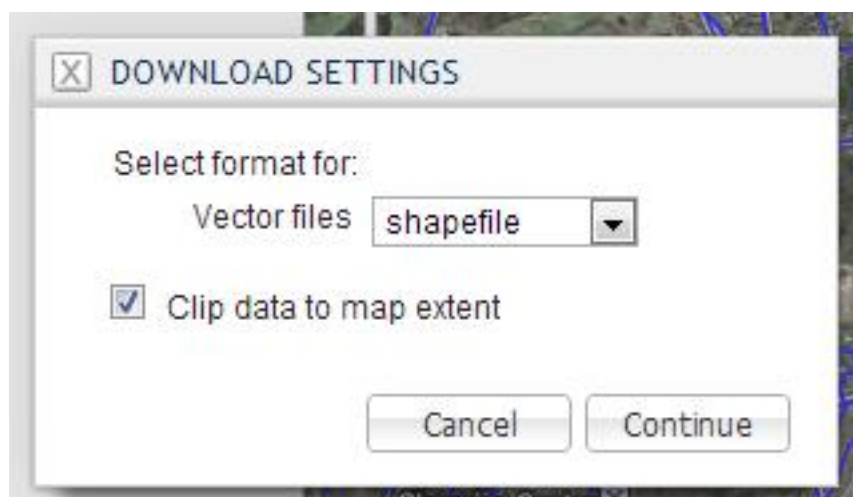
6.1. Download - Used to save selected data and maps to the location of your choice. When you choose to download items in your cart, you are given options on the format and map extent to include.

6.1.1. File Format - The file format dropdown defines how your selected items will be saved.

- **Shapefile** - A shapefile is a geospatial vector data format for geographic information systems. A table of records stores attributes for each feature in the shapefile.
- **KMZ** - Keyhole Markup Language (KML) is an XML schema for expressing geographic annotation and visualization within Internet-based, two-dimensional maps and three-dimensional Earth browsers, for example Google Earth, or any other 3D Earth browser. KMZ is a compressed KML file which does not have to be uncompressed to use.

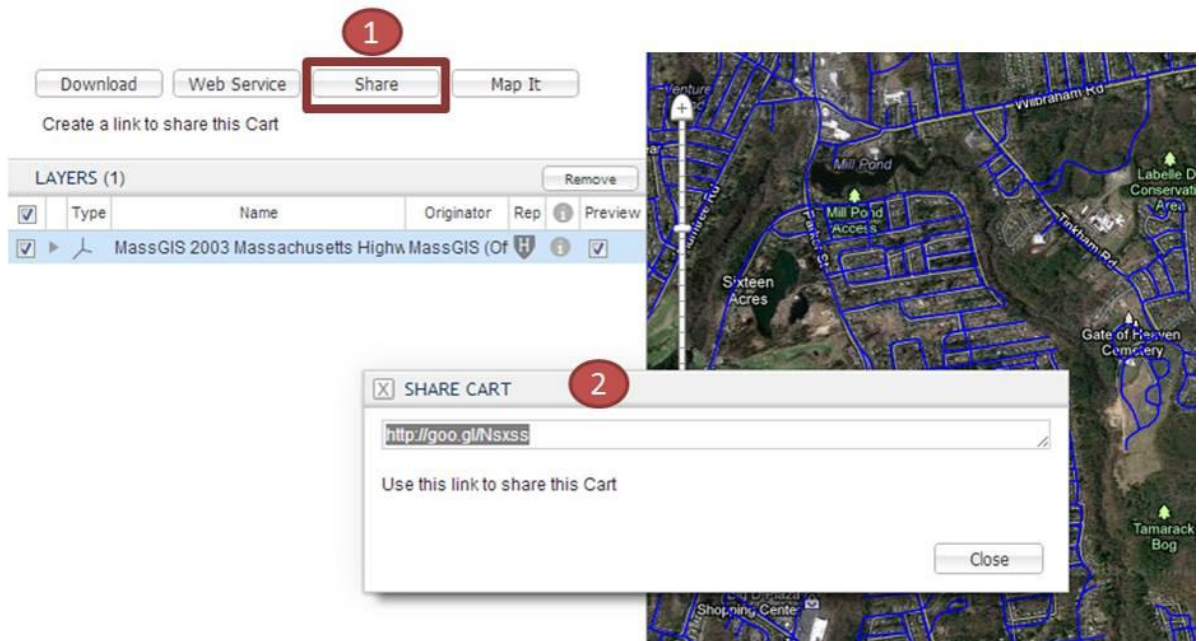


6.1.2. Clip to map extent - Clip to map extent limits the properties/attributes to only those shapes visible in the shapefile. This is an advised option for raster layers and large datasets.



6.2. Web Service (Coming Soon)- Create a WFS or WMS to stream layers into an application like ArcMap.

6.3. Share - 1 Click on the Share button. 2) You are provided with a **URL link** for your current map which you can copy and paste to share the map and associated data set with others.



6.4. Map it (Coming Soon)- opens the layer in GeoCommons to create maps.

7. MIT Geoweb Interface

Several links are always visible on the MIT Geoweb interface. They include three links on a menu bar on the upper right of the site:

7.1 Reset - restores MIT Geoweb to its default state, erasing any previously entered search criteria and emptying your Cart.

7.2 User Guide - opens this guide.

7.3 Login - allows you to log into your institution's portal and access restricted data.



Also always visible are two links at the lower left of the window:

7.4 About - provides basic information about OpenGeoportal and MIT Geoweb.

7.5 Contact - provides information for support and assistance.



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Department
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