

## What do you want to do?

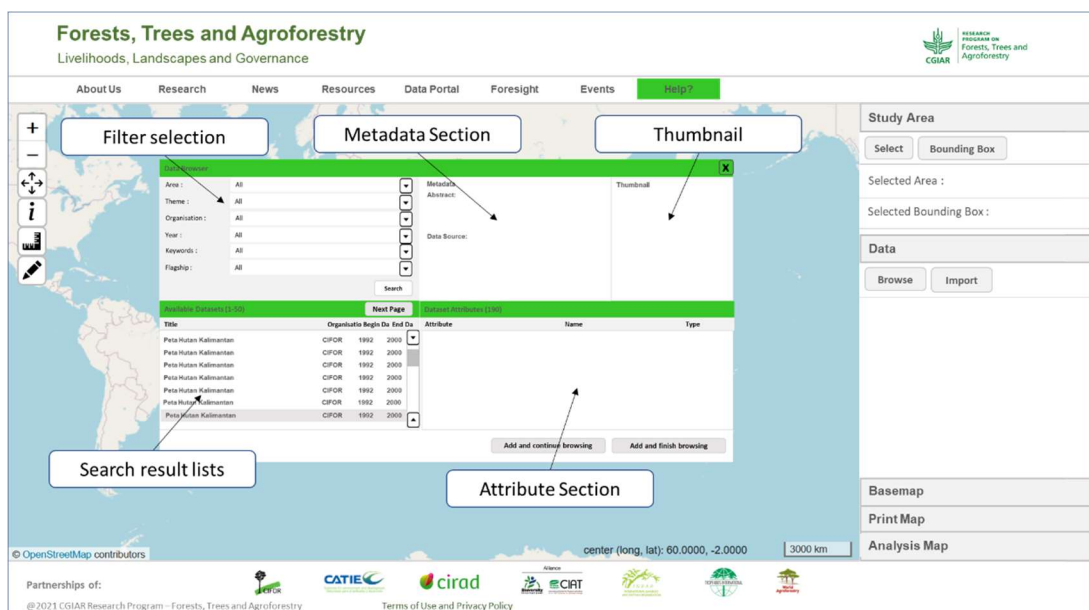
### Browse the spatial data or maps

You browse the maps available in the geoportal by simply click on the browse button, under the Data Tab, on the right-hand side of the window, Picture 1.



Picture 1. Browse the spatial data/maps in the FTA Geoportal

When the browse/search window pops up, Picture 2, you might click the search button immediately or use some of the filters, such as area, theme, year, etc., to narrow down your search. Please notice, that if you do not use the filter, a list of 50 spatial data will appear based on the priority criteria set by the administrator. You can have more results by click the next button.



Picture 2. Data Browser Window

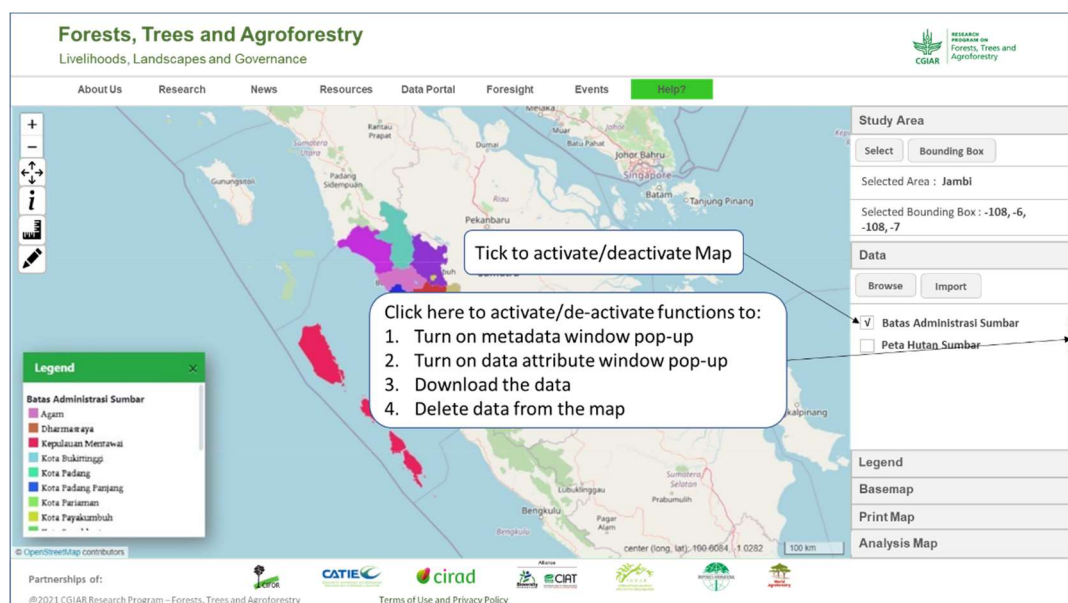
## Learn about data

Supposed you find a data you are interested in, you can select the data by clicking on the listed title and learn about the data by looking at the metadata, thumbnail and attributes of the selected data, as can be seen in Picture 2. You can also learn about data later after you load the data onto the map by activating the metadata and/or attribute window as can be seen in Picture 3.

## Add data to the map

Supposed you find the data you might want to work with, you could then continue to add the data into the map by clicking the add and continue browsing button – if you still require to find other data – or add and finish browsing, as can be seen in Picture 2.

Once the data is uploaded on to the map you can click the detail button to launch the metadata window or data attribute window to learn about the data or other functions such as [download the data](#) or you can delete the data from the map, as can be seen in Picture 3. Please be advised that not all the data available in this portal can be downloaded as it is subject to the owner's permission.



Picture 3. Activities with the maps

You can also activate the legend window by clicking on the legend button.

## Find a specific map

In order to find a specific map, you can [browse the spatial data](#), and you might need a set of criteria that can be applied as filters to narrow down your search, e.g. Theme, Year, Organisation, etc., in the browse the data window, Picture 2. You might also need to specify a specific area by selecting it using the study area tools, or by drawing a bounding box by the given tools. In the window you can learn about the data from its

metadata, thumbnail and its attributes that will appear respectively when you click on a specific data from available datasets, resulted from your search.

### Selecting a study area

You can activate the bounding box drawing tool by clicking on the bounding box, and draw a bounding box on the map window covering the area of your study. Once the bounding box is set, you can click the select button to get all the spatial data inside the area. You can also select your study area by selecting the pre-defined administrative area.



Picture 4. Study area selection

You can find relevant information about the data by selecting a specific data on the result list and [learn about the data](#) to see whether the data matches your interest or not. Once you find the relevant data for your work, you can [add the data](#) into the map.

### Add your own data

When you need to add your own data from your local computer, you can do so by clicking on the import button. Browse the data from your local computer and then add it to the map. Note that the data should be consisted of all the relevant files and in the form of compressed .zip format.



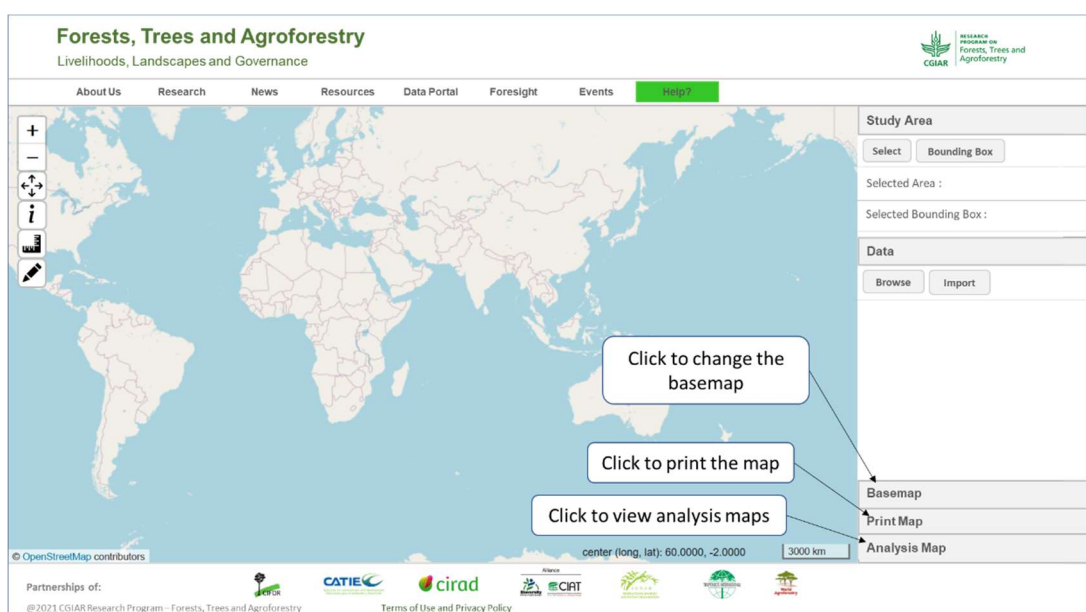
Picture 5. Import local data

## Download the data

The data available in this geoportal might be downloaded if the owner set it to be downloadable. The download link will appear – along with the data format – when you click the detail button, as can be seen in Picture 3 in the [add data to the map](#).

## Change background map

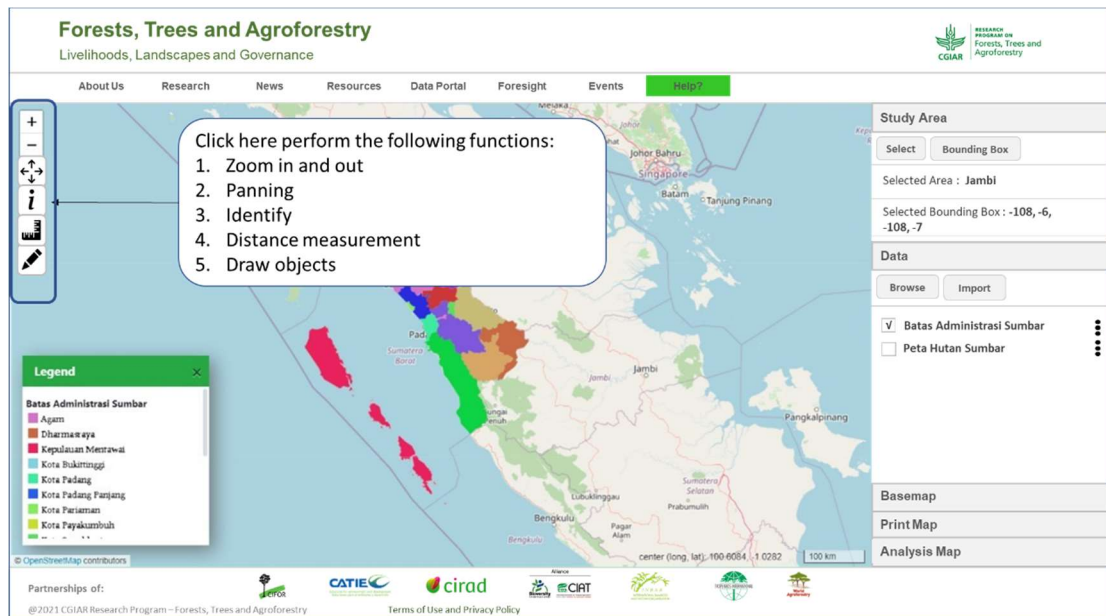
Background map plays an important role in mapping, cartographically. For your own preference mapping style, you might need to change the background map. You can do so by activating the selection window and select a background map from the list, Picture 6.



Picture 6. Change the basemap/background map, print map and view analysis map

## Perform basic spatial activity

This geoportal provides standard mapping tools such as draw objects, distance measurement, panning and identification, Picture 7. For the draw object function, you might select three different type of objects: point, edge and polygon, and you can save your object as a single file in your local computer/repository, should you need it in the future.



Picture 7. Basic map activities

## Print your map

Once you are satisfied with the map you have created, you can print the map into a A4 Size paper pdf or graphic document. Simply click the print tab on the window, Picture 6. Please be advised that you should manage the map face as you wish it to appear in the printed document. Once you have the desired view of the map, then click on the preview button to load it, and wait for a few second until it is completely loaded before you click the print button.

## Analysis Map

The geoportal also provides a selected pre-defined analysis maps that you can explore. However, this function is currently still marginal. Should you wish to do so, just click on the Analysis button on the geoportal, Picture 6.