

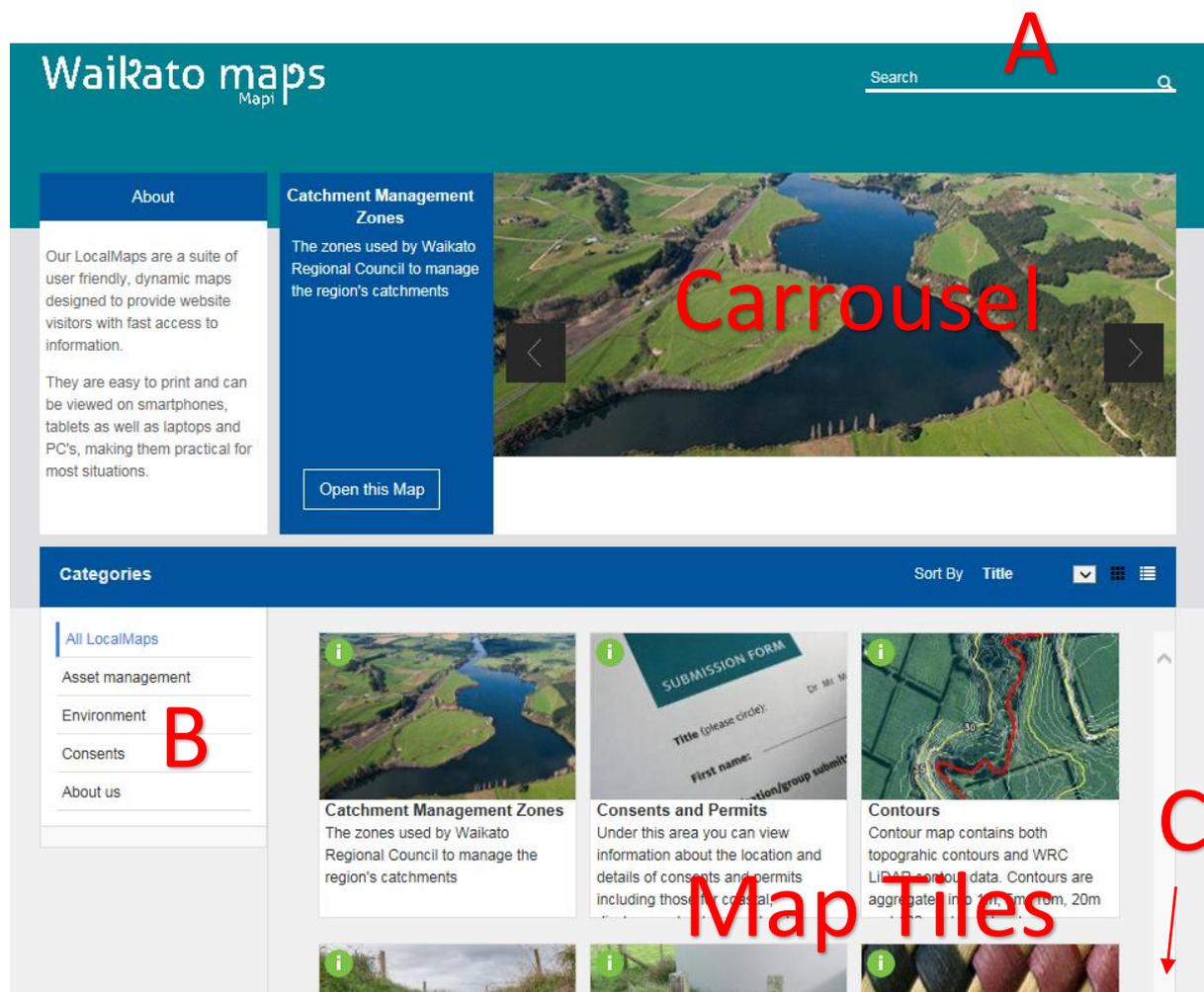
# Waikato Maps Quick Start Guide

This Quick Guide will familiarise you with the Waikato Maps and show you how to perform the following tasks:

- Search through the Map Gallery and open a map.
- Understand the widgets (tools).
- Move around the map (pan, zoom in/out).
- Search for addresses and roads.
- Turn layers on and off.
- Print maps

## Search through the Map Gallery

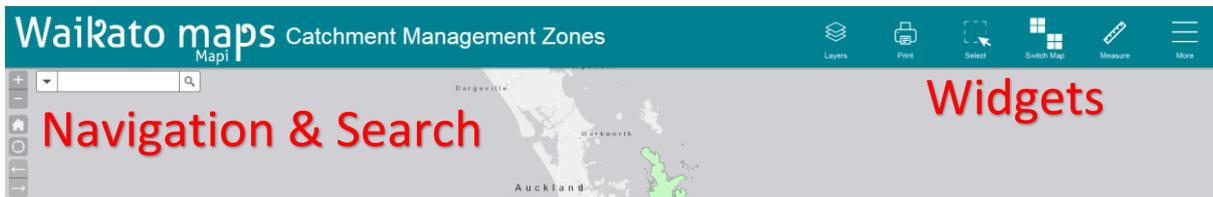
The main page of Waikato Maps shows the Map Gallery, where you can find the carrousel and all the maps in a tile arrangement.



Maps can be found through the search (A), the categories (B) or by scrolling down through the tiles (C).

To open any map just click in the corresponding tile, this will launch another browser window with your selected map.

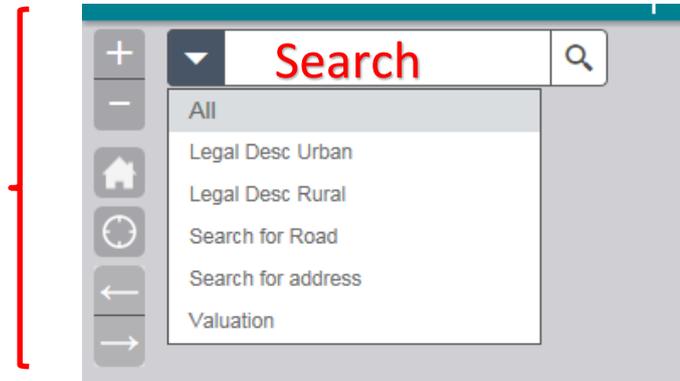
# The Map View



## Navigation and Search

The top left corner of the map contains a series of tools that help with the navigation and search within each map. Zooming in/out is also achieved with the mouse wheel. To pan just click in the map and drag.

### Navigation



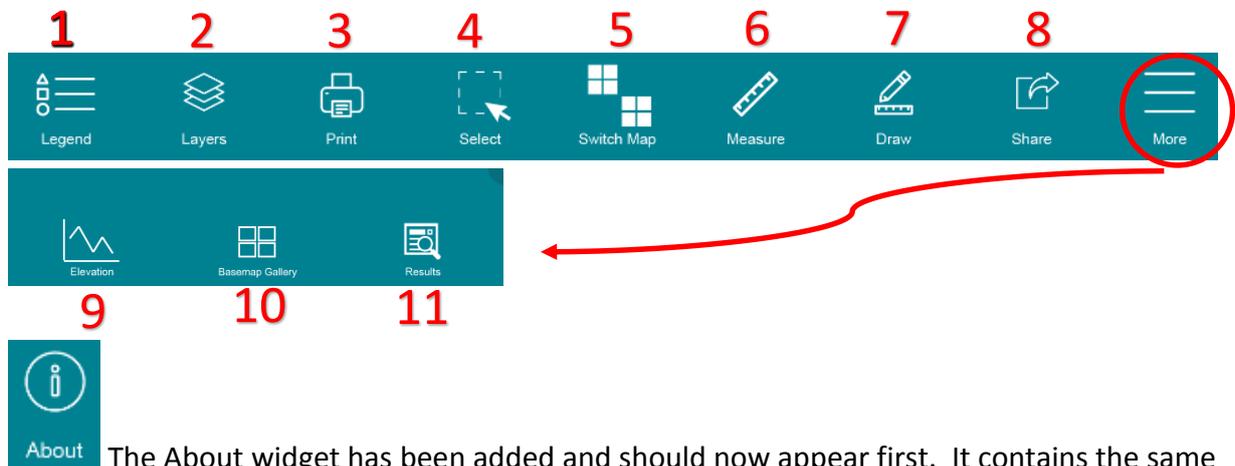
Simply type in an address in the search field, the search engine uses predictive text as you type (not case sensitive), and returns matching results. If it finds a unique result it automatically zooms you to that location (or you can select from the list of results).

To clear window click "X" or refresh browser (F5).



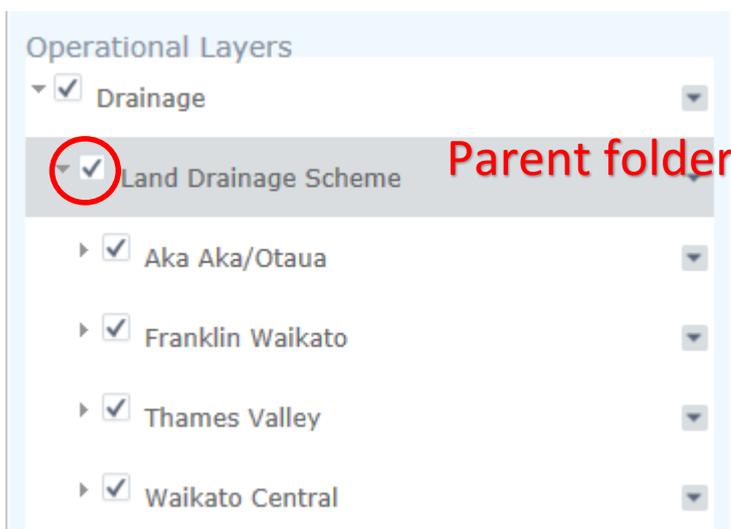
# Understand the widgets (tools)

The widgets are a series of tools across the top of the maps. The number of them showing will depend on the size of your monitor or browser window and on the length of the name of the map. If the widget space is too small, they will “hide” in the “More” widget. If you click in the “More” widget you will expose the remainder. The widgets will get promoted to the front once you used them, i.e. “Results”, no.11 becomes no.1.



The About widget has been added and should now appear first. It contains the same descriptive information that is in the  button in the map gallery and includes important acknowledgements, disclaimers and metadata links.

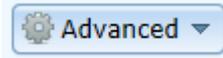
- 1- **Legend:** Users will be able to glance at which layers are active (turned on) in the map. The same legend will be available when selected during printing.
- 2- **Layers:** This widget opens a window where you can turn on/off layers. Some of the layers are nested within parent folder, so make sure you expand the folder to access more layers.
  - Expand/collapse any folder by clicking on its name or the arrow to its left
  - Turn a layer on/off by clicking in the check box



- Some layers are set to automatically display at certain scale ranges. A layer that is currently active you may need to zoom in or out to see it.  
This feature prevents a lot of data being loaded at inappropriate scales which would otherwise slow down the map unnecessarily.

3- **Print:** Several options and settings for printing your maps.

For maps that have a large legend, consider printing one copy of the map with the legend plus one without legend so as not to obscure too much data on the map – see options in dropdown.

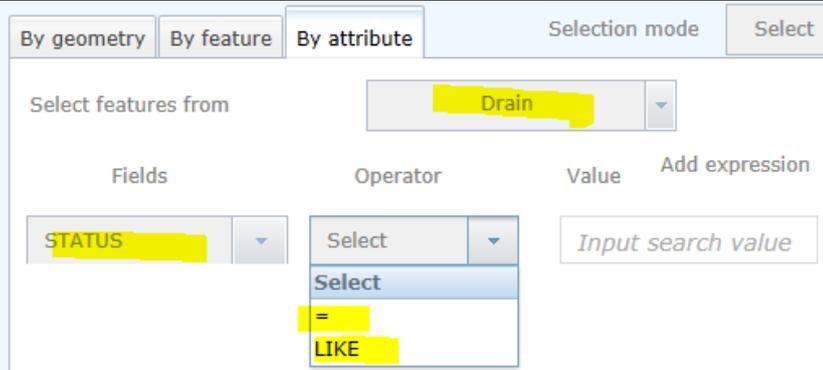


You can edit the Map Title, which will become the document name and will also print on the map.

4- **Select:** This tool allows for more complex queries by geometry, feature or by attribute. Query results are limited to 1000 records. If you require more than 1000 records please [contact us](#). The Select by Attribute query is case sensitive.

<p><b>By geometry</b> – lets you select by drawing a range of geometries you can create in the map (point, line, various polygons).</p>	
<p><b>By feature</b> – Allows for easy selection of features that intersects or are within another layer. For example, you can select “Drain” that are within the “Thames Valley”.</p>	

**By attribute** – selection can be made from any active layers by using its attributes. Multiple expressions can be built up to set your own search criteria.

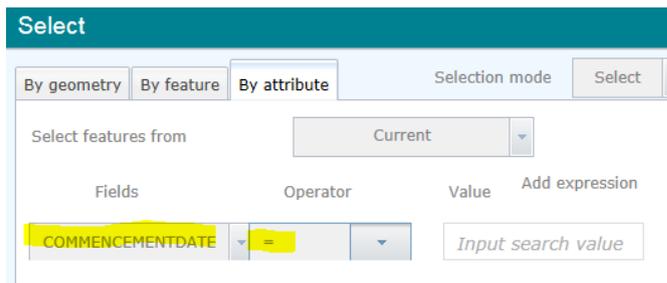


The “Select” dropdown offers different modes of selection - Select, Add, Reselect and Deselect.

Be aware that features listed for selection are only those that are currently displayed in the map. If you don’t see your feature in the “Select features from” list check it is displayed on the map (turn it on in Layers) or zoom in/out if necessary or maybe switch map.

**Notice:**

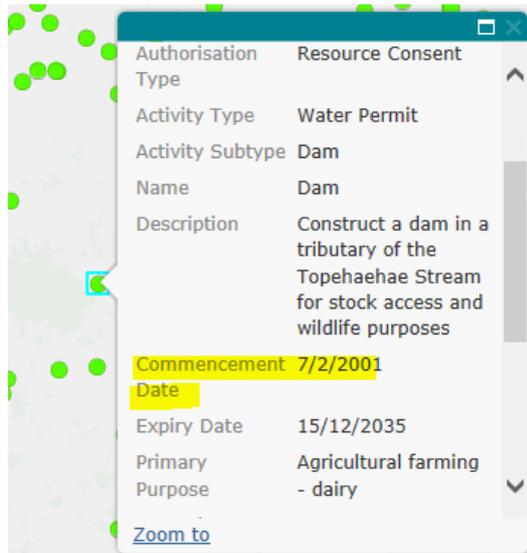
In the Select by Attribute mode the select by dates are not working (example below).



Dates are shown incorrectly in the Select Results window.

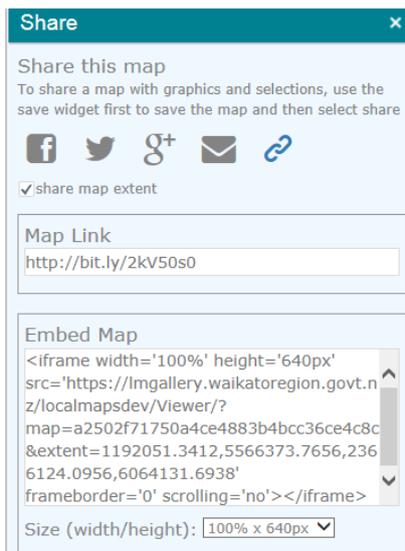
Attribute	Value
Authorisation ID	AUTH104504.01.01
Application ID	APP104504_01
Authorisation Type	Resource Consent
Activity Type	Water Permit
Activity Subtype	Dam
Name	Dam
Description	Construct a dam in a tributary of the Topehaehae Stream for stock access and wildlife purposes
Commencement Date	981504000000
Expiry Date	2081289600000

Although they will show correctly in the pop-up windows.

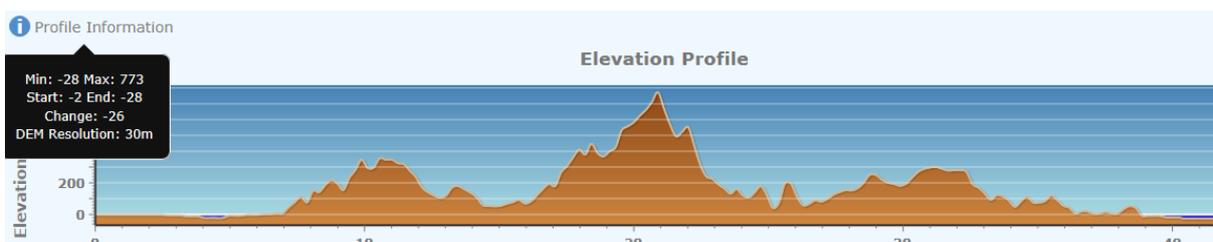


This is known bug of the application and we are working to correct it as soon as possible. We apologise for the inconvenience.

- 5- **Switch Map:** Allows you to switch from your current map to any of the other available maps while maintaining the current geographic extent.
- 6- **Measure:** This widget provides tools to measure areas, lengths and coordinate dimensions. Various metric and imperial units are available. If results are zero, adjust to an appropriate measuring scale, e.g. change from "Sq Kilometers" to "Sq Meters". The coordinate dimensions are currently only available in WGS 84 degrees and decimal degrees. The tool works by selecting it, clicking once in the map to start and double clicking to finish.
- 7- **Draw:** Provides a selection of drawing tools you can use to highlight your map for printing. Just be aware your drawings will only be available in your current map session. Closing the map or switching to another map will make you lose what you've drawn.
- 8- **Share:** This tool provides an option to share your map (and geographic extent) with others via social media (Facebook, Twitter, etc.), via a link or email. **Please Note that feature selections and/or drawings are not preserved in the shared map, only the selected map and its extent.**

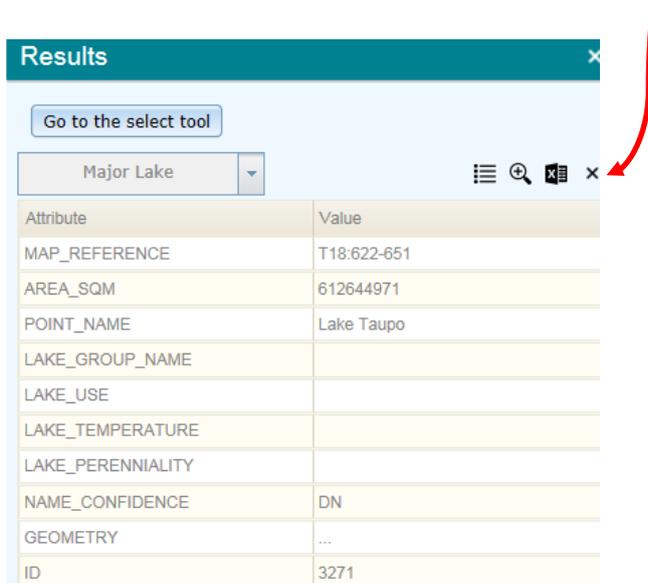


- 9- **Elevation:** This tool lets you create an elevation profile once you draw a line across the map. Click once to start, double click to finish. This tool utilises elevation data from 30 metre resolution satellite data and should be treated as indicative only.



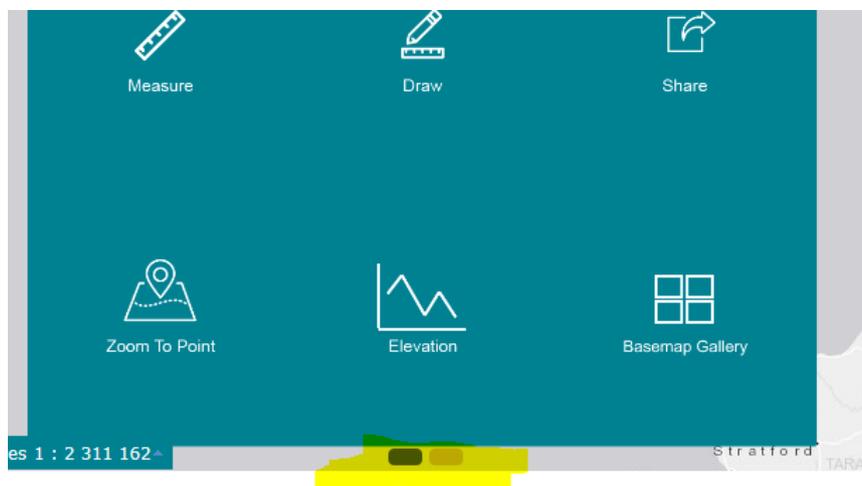
- 10- **Basemap Gallery:** Provides several options of maps you can use for background to the operational layers. The NZ Canvas Light (light grey) is used as a default to all our maps.
- 11- **Results:** This widget shows in tabular format the features you have selected with the “Select” tool. It gives you the choice of narrowing down your selection if your previous set consisted of more than one feature (by clicking on the row) you can then zoom to the selected feature.  
This tool also gives you the option to export the records in the view to a csv file format, which can be saved to MS Excel.

The small black x clears the results.



### Widget hints:

- Resize the browser window if widgets are not available or fall in the map area and search window does not work properly.
- Sometimes there is a second window in which widgets are available. This will depend on the size of your browser window. Click on the tab below the window to move to the next.



### Additional hints:

#### Popups fail to show

- Sometimes popups fail to show. If prompted by the browser whether to show or not secure content, select "Show all content". This will allow the popups to work.



## Browser cache

- If browser (IE, Chrome, etc) is not working properly, clear the cache. This action will vary among browsers, but usually CTRL+F5 will do the trick.

## Widgets misbehave

- Widgets might not display/function properly – often this is evident by the widgets appearing in the top of the map area and not above the map inside the green banner. To correct this resize the window, this will force the widgets to be redrawn. As above, usually CTRL+F5 will also do the trick.

