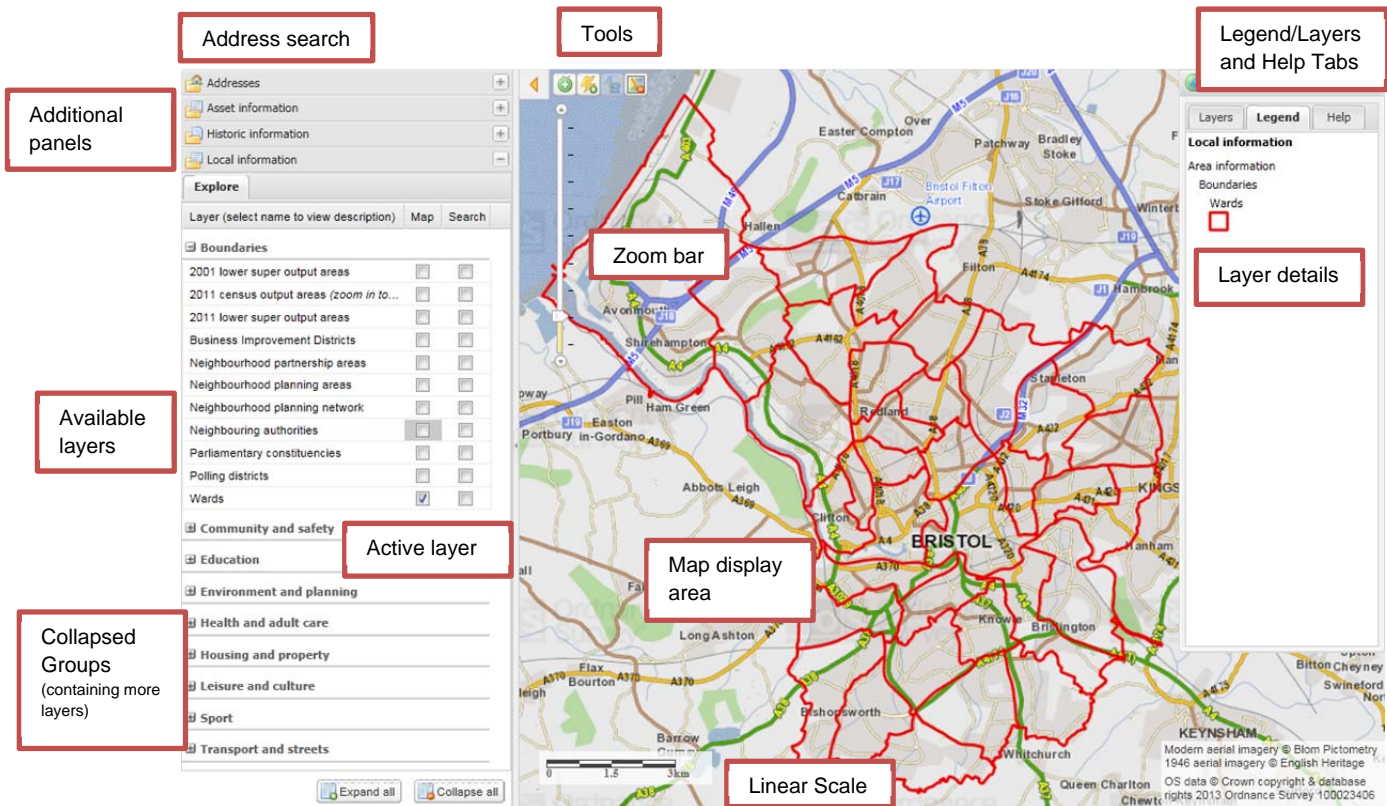


# Pinpoint User Guide

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## Screen Layout



## Basic Map Navigation

You may pan around the map by clicking in the map display area and dragging the cursor.

## Zoom

Click on the map display area and either use the mouse wheel to zoom in or out or move the zoom bar up or down. The map will automatically be replaced by a more detailed one as you zoom in.

## Available Layers

The Explore tab shows available layers in logical groups any of which you may click on to display in the map display area. The name and symbology of any layers displayed are shown in the Legend tab on the right hand side.

Layers that are visible to BCC staff only are shown in **bolded** text (on the public access version these layers won't be visible).

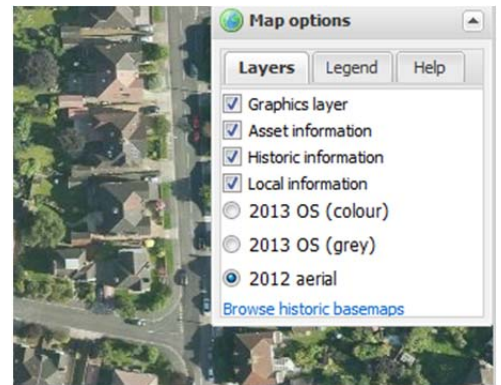
## Additional panels

The majority of available layers are contained in the local information panel, but additional panels can be expanded to display layers specific to Historic information or assets.

## Changing the base map

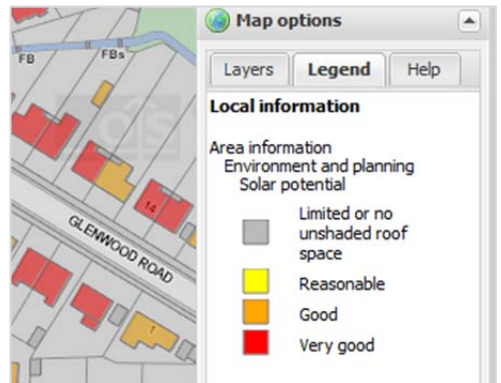
To change the base map, click on the Layers tab (top right) and select the era or type of base map that you require.

Several eras of historical mapping are also available.



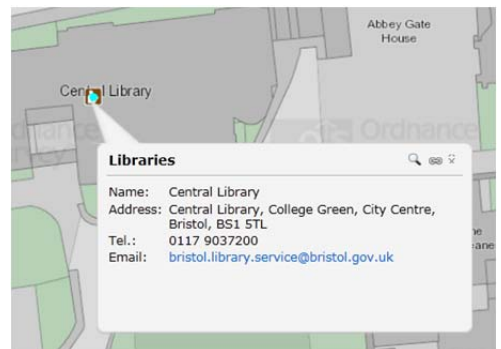
## Legend

To switch on the legend, click the Legend tab (top right with the layers tab). The name and symbology of any layers displayed are shown.



## Identify Features

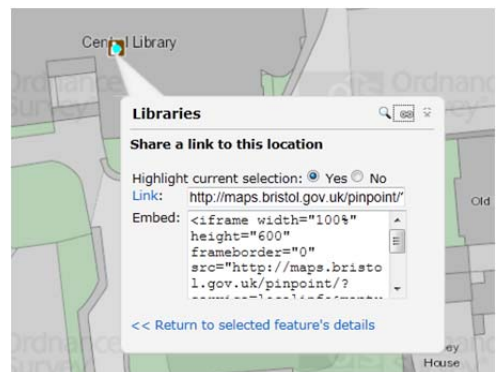
To display the attributes of an individual feature click on its symbol in the map. The feature attributes will display in a pop up window.



## Share and Embed Maps

The window that pops up to display a feature's attributes also contains a 'share link' button:

Clicking on this button gives you access to the link you need to share the map with another user (e.g. by pasting the link into an email) or the HTML code you need to embed the current map view into your own web page.



## Metadata

Metadata (data about data) is available for each of the available layers. Metadata can be accessed by clicking on the layer name in the available layers panel. The metadata form will open in a new tab.

| Surface water high risk areas  |  |
|--|--|
| FGDC, ESRI Metadata  |  |
| <a href="#">Show Definitions</a>   |  |
| <a href="#">Description</a>   <a href="#">Spatial</a>   <a href="#">Data Source</a>   <a href="#">Data Distribution</a>   <a href="#">Metadata</a>   |  |
| <b>Citation</b>  |  |
| <b>Title:</b> Surface water high risk areas  |  |
| <b>Originators:</b> Bristol City Council   |  |
| <b>Publication date:</b> 2014-02-20  |  |
| <b>Edition:</b> ENG  |  |
| <b>Data type:</b> mapDigital   |  |
| <b>Description</b>   |  |
| <b>Abstract:</b> Priority High risk areas - identified by the SWMP study, and their contribution areas - identified by qualitative analysis of the local topology and Flow Velocity data from the SWMP flood model data. |  |
| <b>Purpose:</b> Distribute information regarding flood risk areas to inform various council activities, such as highway network management and the customer service centre.  |  |
| <b>Data Type</b>   |  |
| <b>Data type:</b> mapDigital   |  |
| <b>Time Period of Data</b>   |  |
| <b>Ending date:</b> 2012-12  |  |
| <b>Currentness reference:</b> around condition   |  |

## Searching Layers

Each layer on Pinpoint has a second 'Search' tick box beside its entry in the layer list; this opens a table view of the layer, which you can search in various ways:

### Matching text (e.g. Recycling banks where "Shoes" = "Yes")

**Selected layer**

**Search criteria**

**Results**

| Site Name                    | Address Line 1 (...) | Address Line 2... | Street          | Locality    | Town    | Postcode |
|------------------------------|----------------------|-------------------|-----------------|-------------|---------|----------|
| Tesco Callington Road        | Tesco Stores Ltd     |                   | Callington Road | Brislington | Bristol | BS4 5AY  |
| Sainsbury Castle Court St... | Sainsburys Sup...    |                   | ons Vale        | Brislington | Bristol | BS4 3BD  |
| St Philips Household Was...  | Refuse Transfer...   |                   | ays road        | St Philips  | Bristol | BS2 0QS  |
| Chalks Road Car Park         | Chalks Road C...     |                   | alks Road       | St George   | Bristol | BS5 5EN  |

14 matching records within the whole layer.

### Selecting a feature from another layer (e.g. Restaurants within a Business Improvement District)

**Selected layer**

**Search criteria**

**Results**

| Trading name  | Address             | Main use   | UPRN         |
|---|---------------------|------------|--------------|
| Azuzo   | 19 - 21 Mercha...   | Cafe       | 000000341033 |
| Debenhams   | Debenhams, 33...    | Restaurant | 000000259616 |
| Fratelli's Italian Restaurant (Formerly Bottellino's) | 22 Bond Street...   | Restaurant | 000000094307 |
| Bella Pizze   | New Broadmee...     | Restaurant | 000000302096 |
| Cafe Amore  | Unit 3, Orfene R... | Cafe Bar   | 000000098325 |

6 matching records within selection (Business Improvement Districts; BID\_NAME: Broadmead BID 3).

## Drawing a shape on the map (e.g. Primary Schools fall within an area of interest)

**Draw polygon tool**

**Selected layer**

**Search criteria**

**Results**

| Establishment name            | Street           | Locality | Town    | Postcode | Telephone     | fax number |
|-------------------------------|------------------|----------|---------|----------|---------------|------------|
| Easton C of E Primary Sc...   | Beaufort Street  | Easton   | Bristol | BSS 0SQ  | 0117 377 3070 | 377 3071   |
| Bannerman Road Commu...       | All Hallows Road | Easton   | Bristol | BSS 0HR  | 0117 377 2080 | 377 2081   |
| Barton Hill Primary School... | Queen Ann Road   | Easton   | Bristol | BSS 9TX  | 0117 9030407  |            |
| Avonvale Road Primary S...    | Avonvale Road    | Easton   | Bristol | BSS 9RH  |               |            |

10 matching records within the drawn feature.

## Address Search

Click on Addresses (top left) to expand the addresses tab and begin your search. Type in the address you are looking for and click search. Matching addresses appear in the results window; select a matching address from the list to view it on the map.

**Address tab**

**Address search**

**Results**

**Selected address**

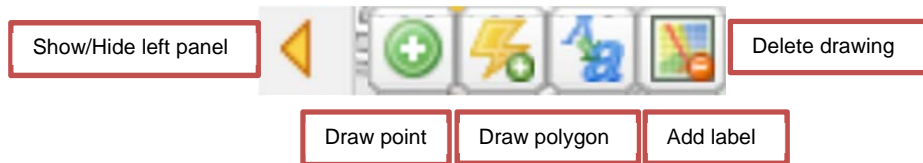
| Address                         | Locality    | Postcode |
|---------------------------------|-------------|----------|
| 30 College Green                | City Centre | BS1 5TB  |
| First Second And Third Floor... | City Centre | BS1 5TB  |

2 matching addresses

Address data © Local Government Information House Limited copyright and database rights 2013 100023406. Use of this data is subject to [terms and conditions](#).

## Drawing features

The tools in the top left of the map window allow you to draw features on the map.



### Drawing a point



Click on the 'draw a new point feature' button (top left of the map window) then click in the map window where you would like to locate your point feature.



### Drawing a polygon



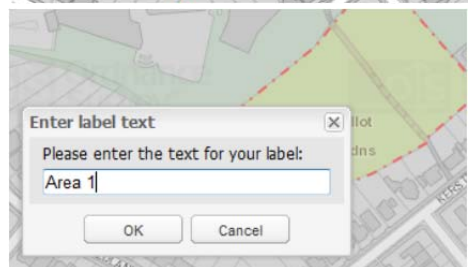
Click on the 'draw a new polygon feature' button (top left of the map window), click in the map window where you would like to start your polygon, then follow the instructions.



### Adding a Label



Click on the 'add a text label to your drawing' button, and then left click in the map window where you would like to locate your label.



### Delete a drawing and labels



Click on the 'delete drawing' button.

## Contact Details

For information regarding this document or further training needs please contact:

[GIS\\_SupportTeam@bristol.gov.uk](mailto:GIS_SupportTeam@bristol.gov.uk)