Pinpoint User Guide

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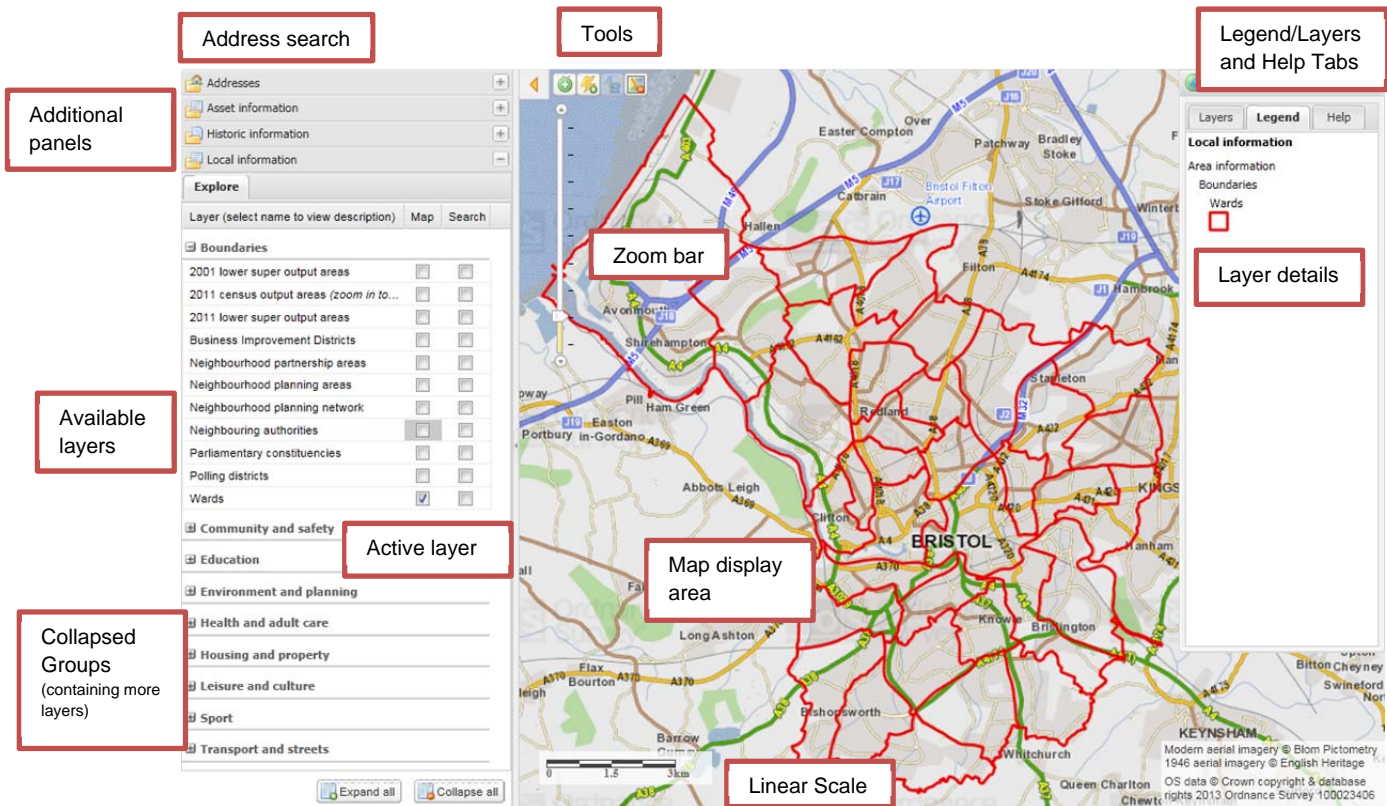
Basic Map Navigation

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 **emboldened** 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.
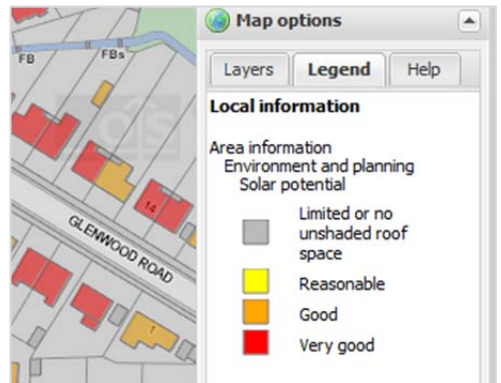
Changing the base map

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

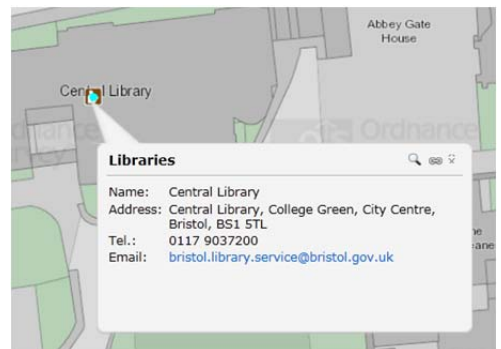Several eras of historical mapping are also available.
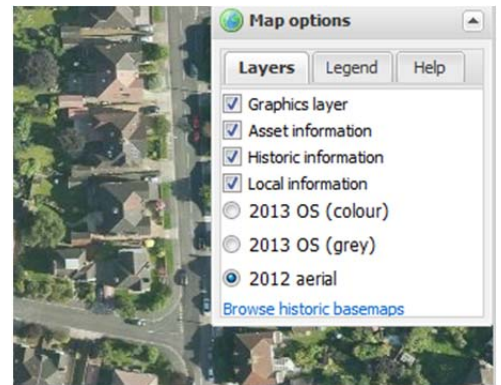
Legend

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.
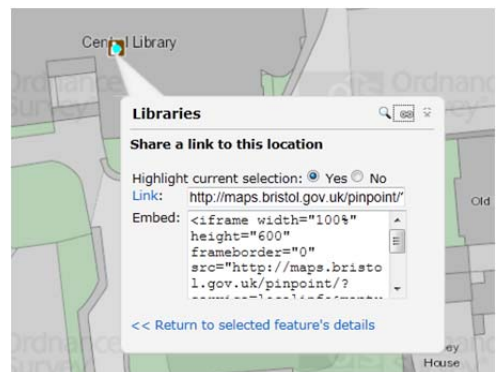
Metadata

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.

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")

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

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

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.

Drawing features

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

| Show/Hide left panel | Delete drawing |

| Draw point | Draw polygon | Add label |
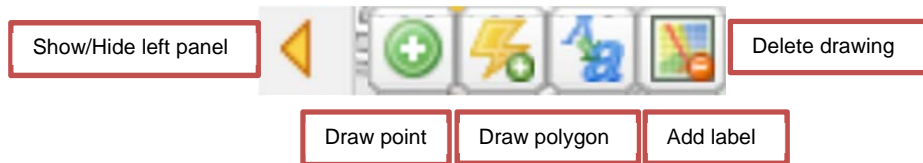
Drawing a point

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.

Enter label text

Please enter the text for your label:

Area 1

OK   Cancel
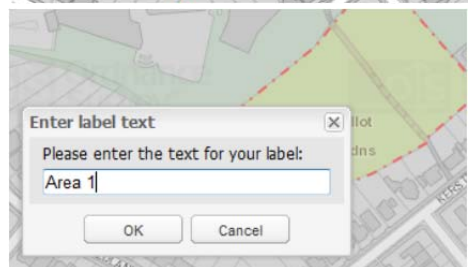
Delete a drawing and labels

Click on the 'delete drawing' button.

Contact Details

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

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