

GIS Viewer

**Navigation**

- Full Extent: Click to zoom to full extent
- Zoom out: Drag a line to zoom out
- Pan: Drag to move to areas of the map
- Zoom in: Drag a line to zoom in
- Legend: Click to show/dynamic legend for visible layers

**Property Information Tool**

Click on map to retrieve the parcel's tax and assess a parcel information from Address or County Land Records for the property

**Search**

**Search by Address**  
Type in street address, check appropriate checkboxes then click search. Results will be displayed in the results window.

**Search by Parcel Number**  
Type in Parcel Number, check appropriate checkboxes then click search to locate the parcel by its parcel number

**Property Information Notebook**

**Identify**  
Select a shape from the icons, type in buffer distance and select the buffering unit. Click on "Select Using Buffer". The information regarding parcels is shown in the table of contents which will appear in the results window.

**Select**  
Select a shape from the icons, type in buffer distance and select the buffering unit (if you require a buffer). Set a selecting mode: New, Add, Remove then click "Select Using Buffer". The information regarding parcels will appear in the results window if the parcels layer is visible.

**Results**

A detailed functionality can be accessed in the results pane.

Click to toggle back and forth between hiding and showing the results tab.

**Layer Bookmarks**

**Bookmarks**  
Provide a Name and click on the green button to the right of the textbox to save. This will allow the current extent to be saved below, and to be zoomed to on upon clicking.

**Places**  
Navigate by Township and Range  
Select Township and Range from the dropdown list, check the appropriate checkboxes then click search.

**Advanced Functionality**

**Map View**  
Provide a Name and click on the green button to the right of the textbox to save. This will allow the current extent and visible layers to be saved below, and to be zoomed to on upon clicking.

**Measure**  
The extent of the map has been saved to clipboard ready to be emailed.

**Measure**  
Select a layer and a sublayer, then click on the feature to measure its length or area.

**Sketch**  
Click to enable, then click on map to open the Sketch Map view. Click again to turn off.

**Drawing**  
Set the mode to draw, provide a name as a label, then select a line or polygon symbol and start drawing on the map. Use the toolbar below to perform scaling functions.

**Map Series**  
Choose any combo of map series from the left; then populate to the right pane using the right arrow (left arrow to remove) populate attribute and/or and select a map scale. A series of PDFs of the same geographic extent will be created automatically upon clicking "Print".

**Print**

Print Scale	Map Scale
1 inch = 50 feet	1:600
1 inch = 100 feet	1:1200
1 inch = 200 feet	1:2400
1 inch = 300 feet	1:3600
1 inch = 400 feet	1:4800
1 inch = 500 feet	1:6000

Type in Title, Author, select a template as an file format, define the desired scale, then click "Print".

For other scale use the following formula:  
 $Print\ Scale \times 12 = Map\ Scale$

**Display**

A detailed functionality can be accessed in map contents pane for a selected layer, or right clicking on a layer.

Click to toggle back and forth between hiding and showing the table of contents.

Click to toggle between basemaps.