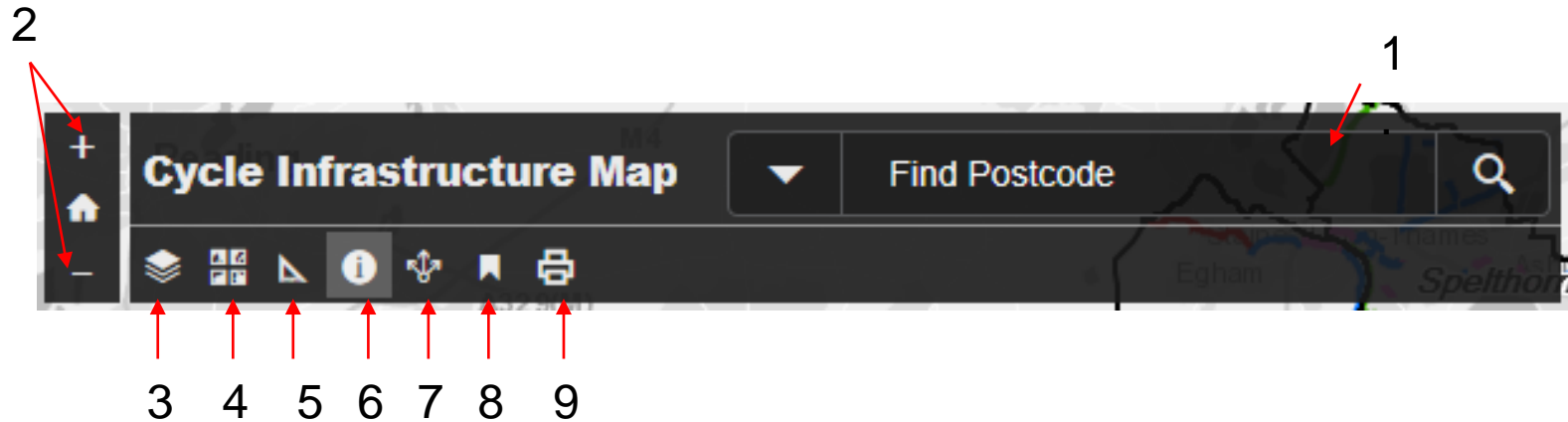


Surrey Cycle Infrastructure Map Viewer Help Guide

ArcMap Online Toolbar



1. Search bar

2. Zoom

3. Legend

4. Basemap gallery

5. Measure tool

6. Details

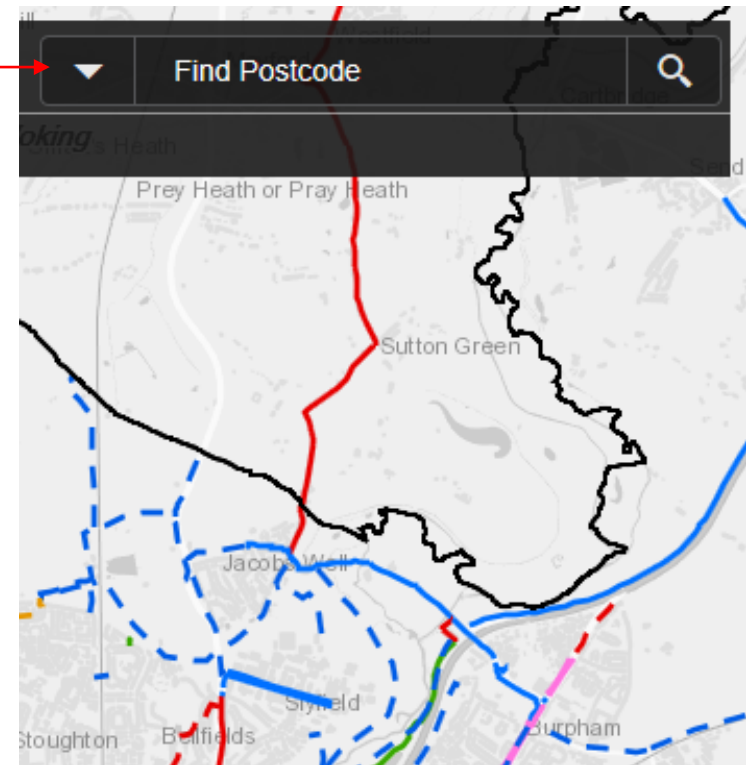
7. Share

8. Bookmarks


9. Print

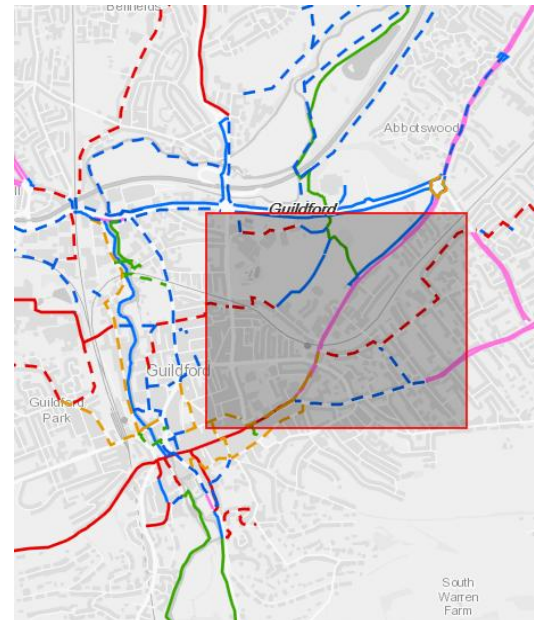
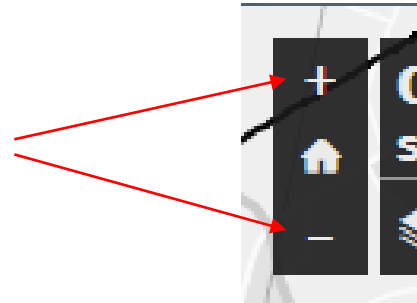
How do I search for an address?

- From the drop down arrow select whether you want to search by postcode or a named location
- You can search by:
 - Area name
 - Street name and town
 - Postcode



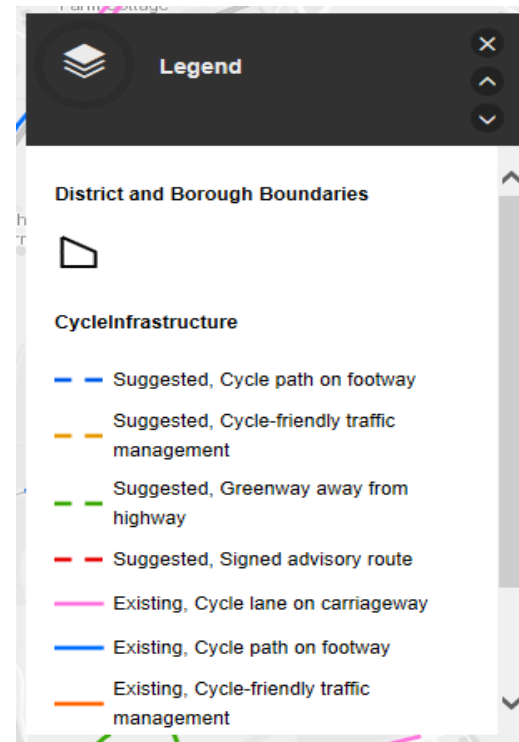
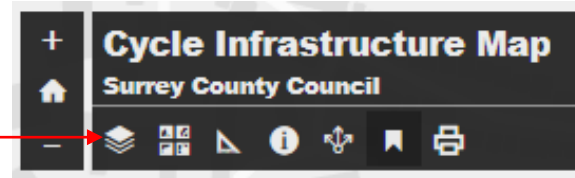
How do I zoom in and out?

- Use the '+' and '-' symbols to zoom in and out
- Alternatively hold the shift key and draw a box around the area you wish to zoom into
- The home symbol  will reset the map to its original view



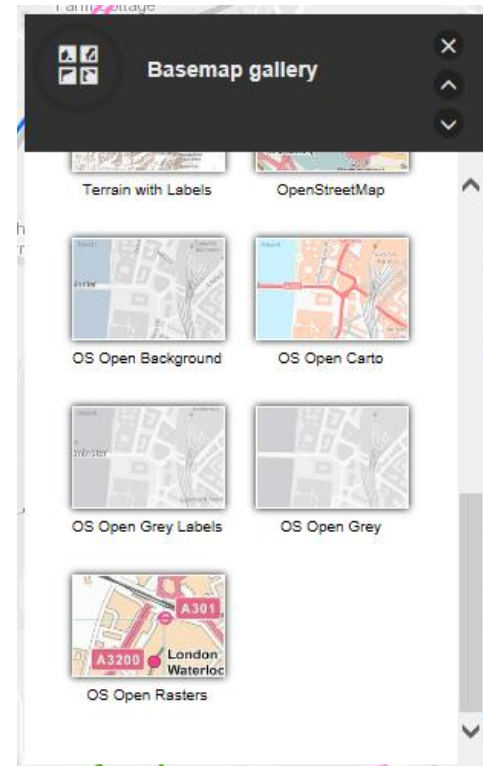
How do I view the legend?

- To see the legend, click on the legend icon on the toolbar
- The legend window should appear showing the key



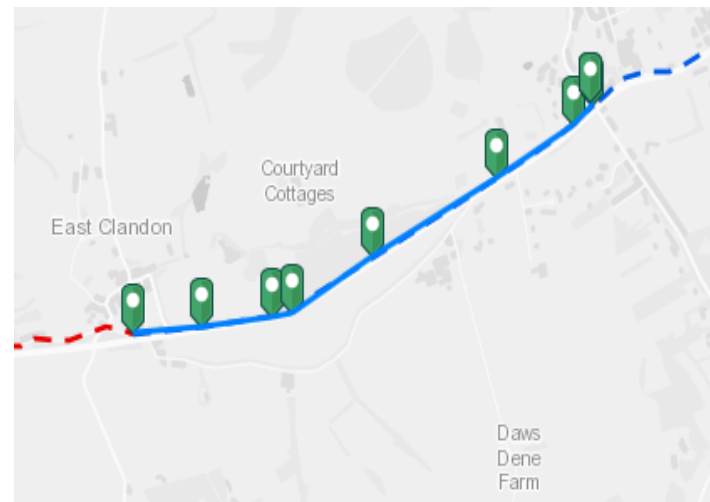
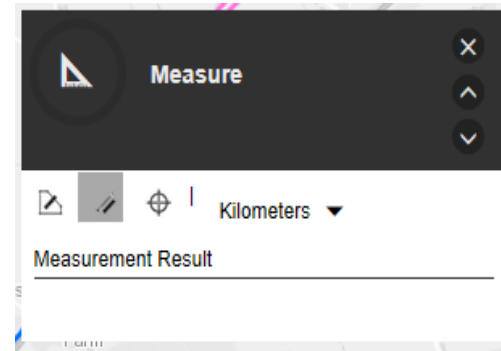
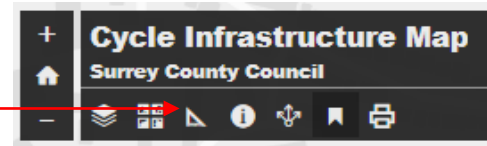
How do I change the basemap?

- Click on the basemap icon
- The basemap gallery window should appear, showing different basemaps to choose from
- Note that some basemaps won't show on the map as they use a different co-ordinate system



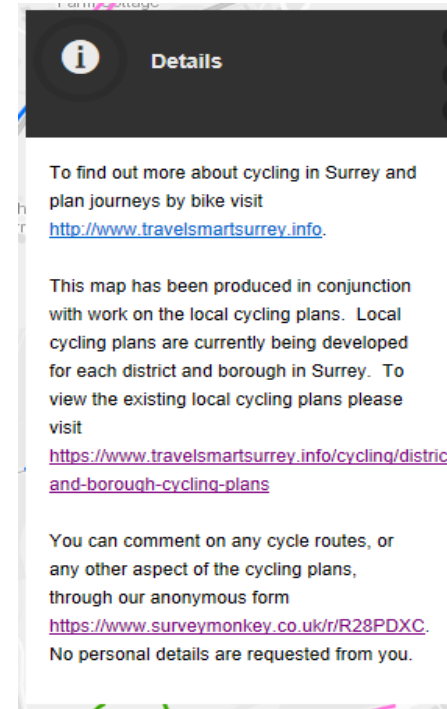
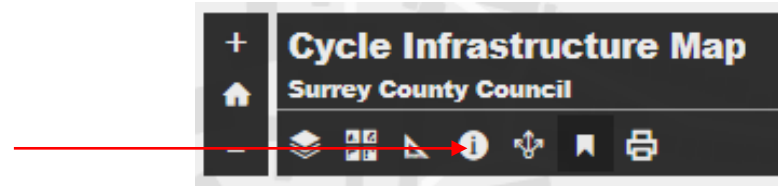
How do I measure areas or distances?

- Click on the measure icon
- The measure window should appear where you can change units of measurement
- Measure distances or areas by selecting points on the map
- Double click to finish a line or shape



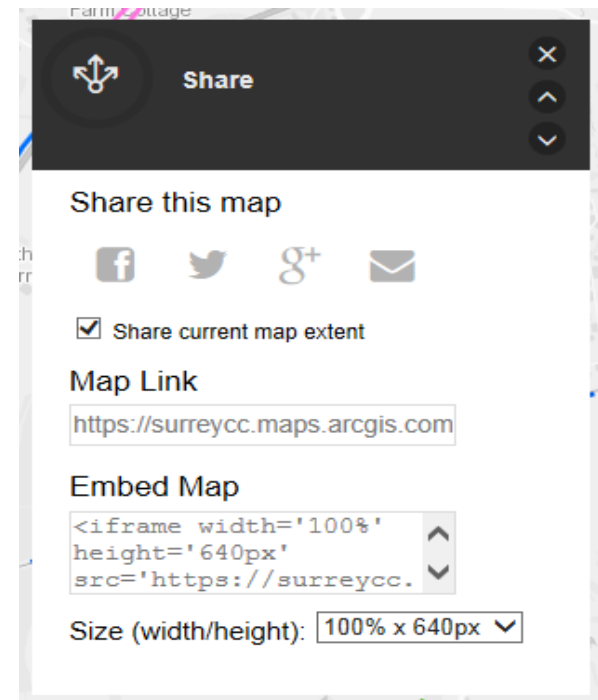
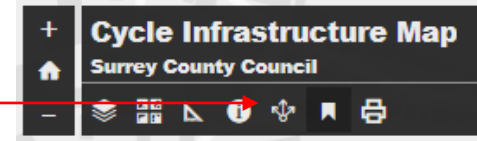
How do I find out more?

- Click the details icon on the tool bar
- The details window will appear with further information
- This will also link you back to the local cycling plan webpages



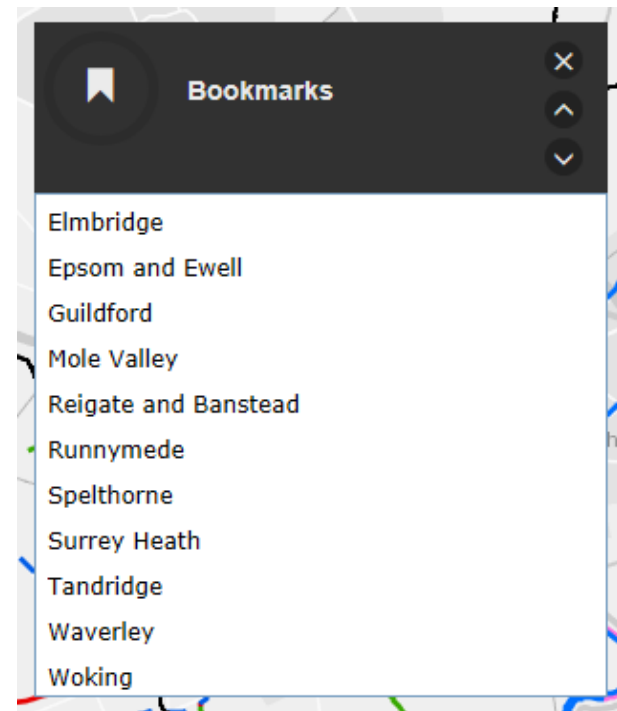
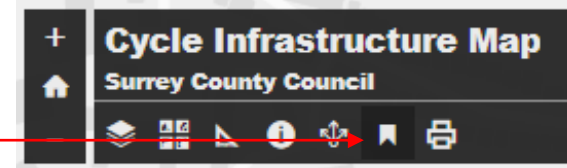
How do I share the map?

- Click on the share icon
- The share window should appear
- By ticking 'share current map extent' the link becomes the view of the map as you see it



How do I find my district or borough?

- Click on the bookmark icon
- The bookmark window should appear
- Click on the district or borough to zoom to it on the map



How do I print my map?

- To print the map extent you are viewing click on the print icon on the toolbar
- In the print window add a title using the 'Add custom title field' and tick to add the legend
- Click print then a link to your printout will appear

