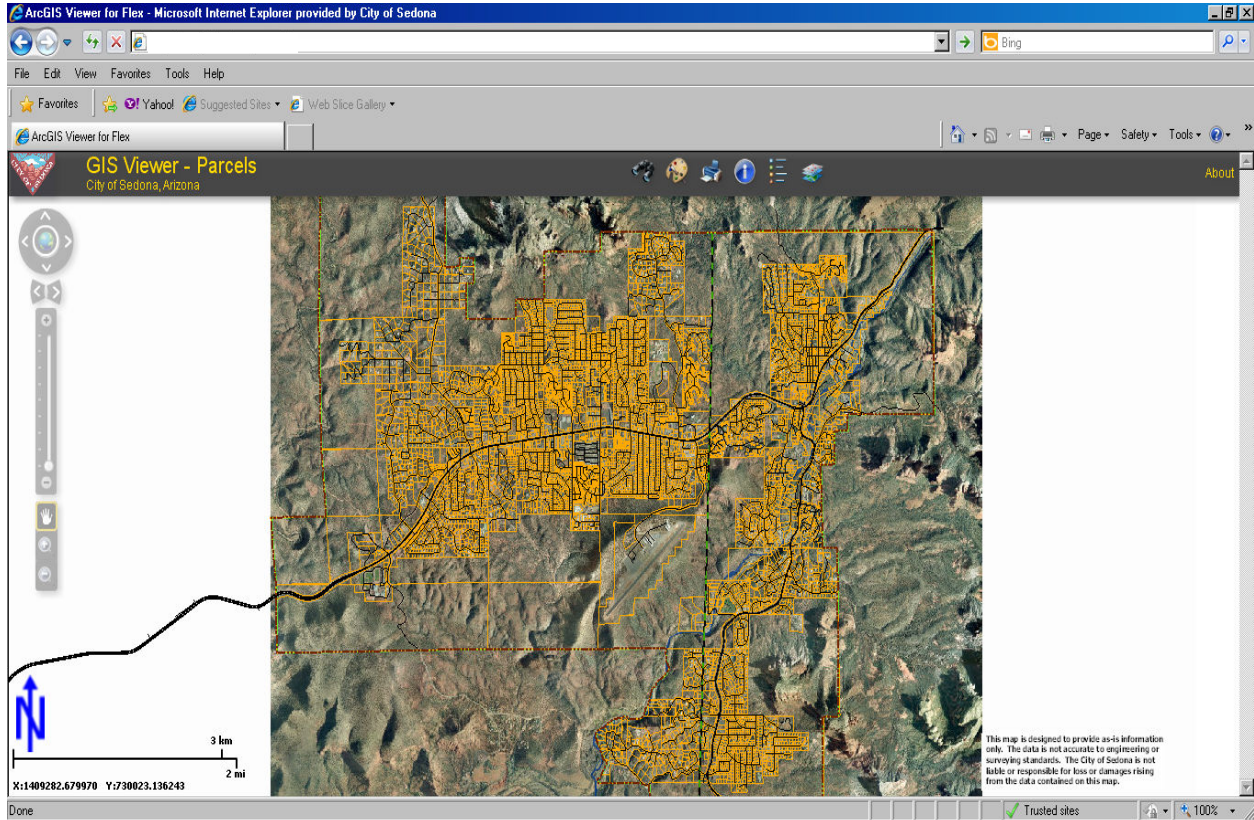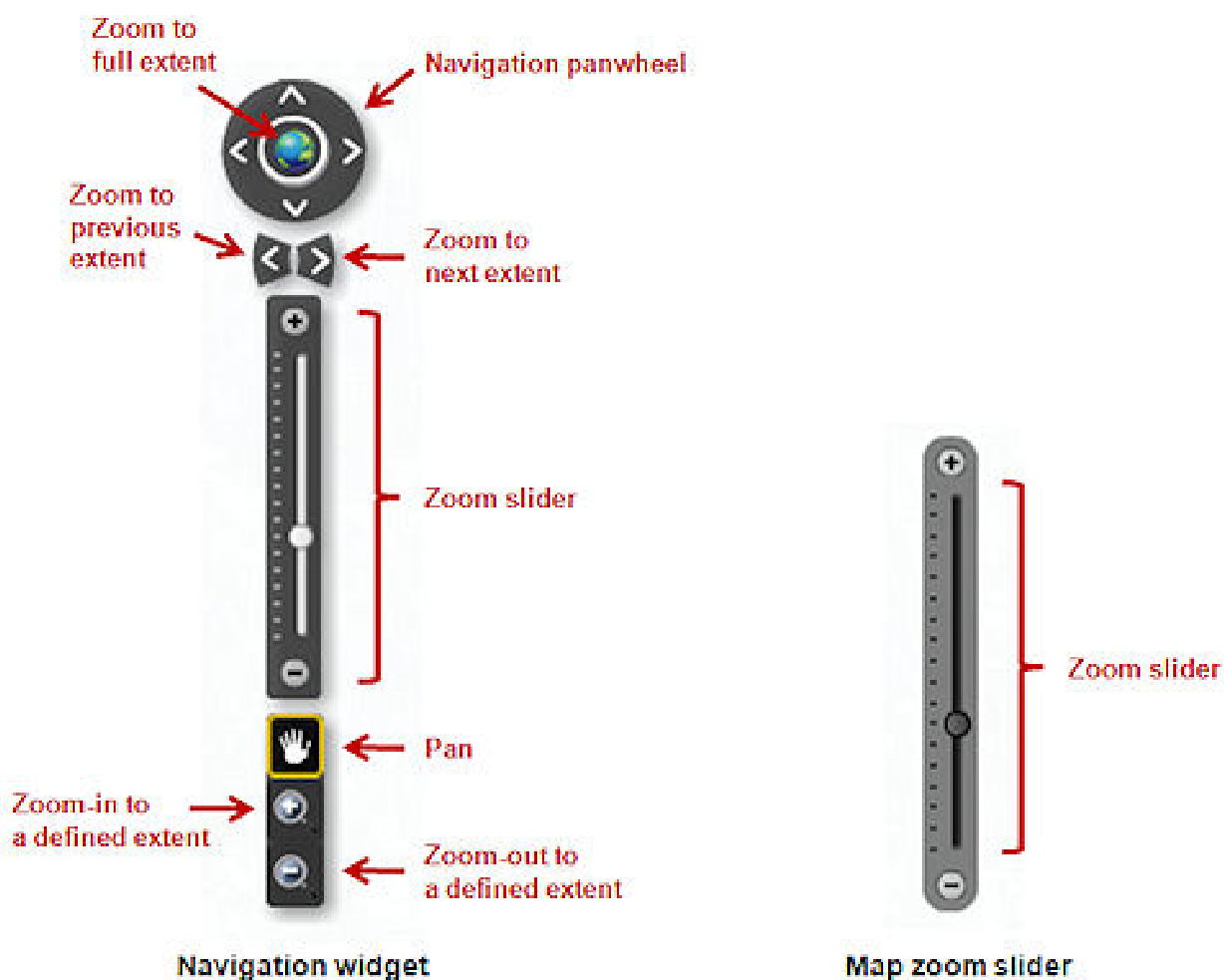# GIS Viewer User Guide

City of Sedona

GIS, IT Department
(928) 204-7206

Resource: ArcGIS Resource Center, ESRI.COM

Navigation Tool

> ➢ The Navigation Tool allows several ways to zoom in and out and pan around the map. The Slider is set to specific scaled views of the map. The Navigation Tool will fade out as the cursor moves away and will fade back into view when the cursor is moved back over the area. This is a static image and cannot be moved or removed.
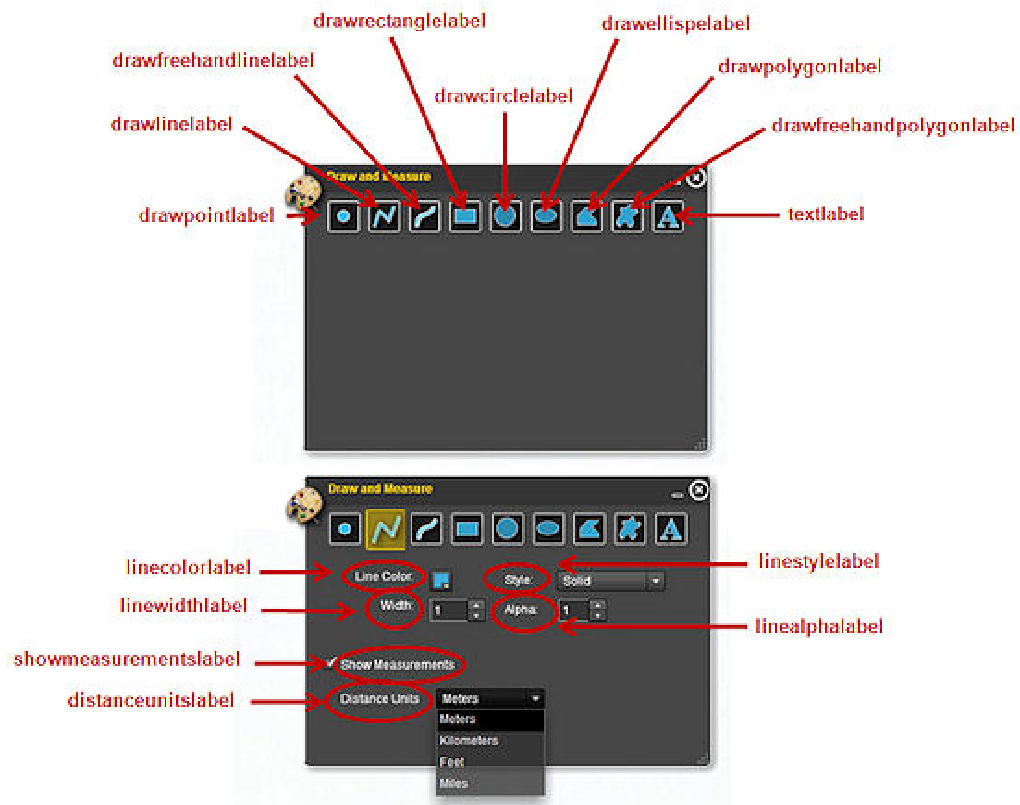
Zoom to full extent

Navigation panwheel

Zoom to previous extent

Zoom to next extent

Zoom slider

Pan

Zoom-in to a defined extent

Zoom-out to a defined extent

Navigation widget

Zoom slider

Map zoom slider

Menu Bar – Tool Icons

Tools: **Draw & Measure, Identify, Layer List, Legend, Search**

Draw and Measure Tool

➢ The *Draw and Measure Tool* draws, measures and adds text to a map.

![Identify Tool icon] ***Identify Tool***

  ➢ The *Identify Tool* identifies and returns attributes of a feature. Any layer turned on and clicked, will display in the *Identify* window. Click on the *Identify* window to zoom to the selected feature.
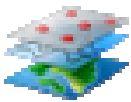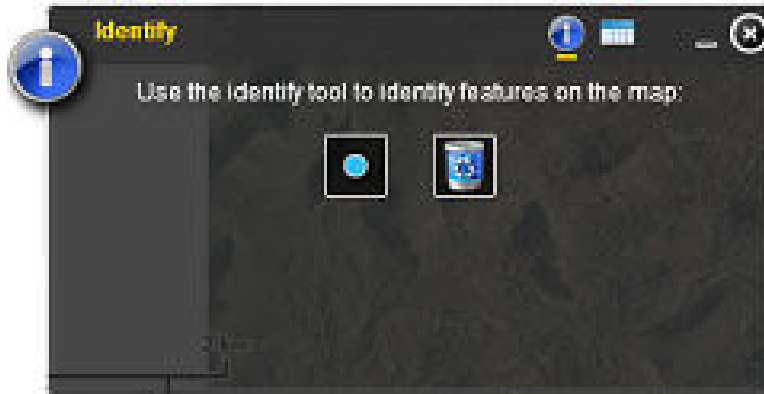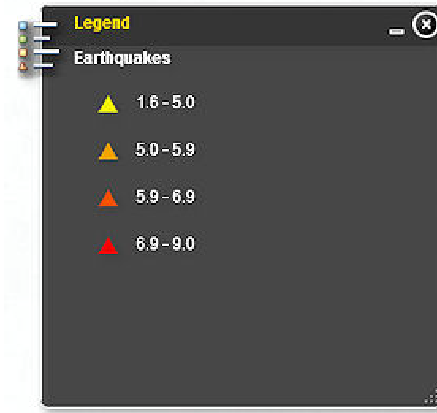

![Layer List icon] ***Layer List***

  ➢ The *Layer List* displays the map layers that can be turned on and off by clicking the box on the right of the label. Click the > arrow to display layer content.
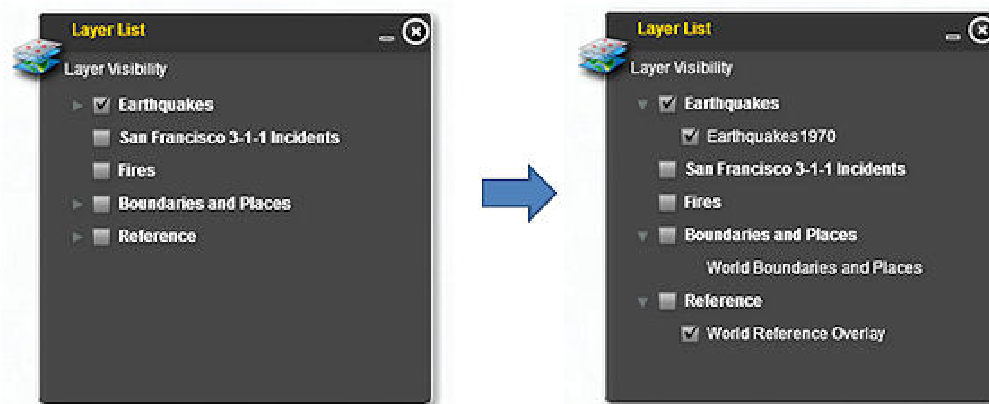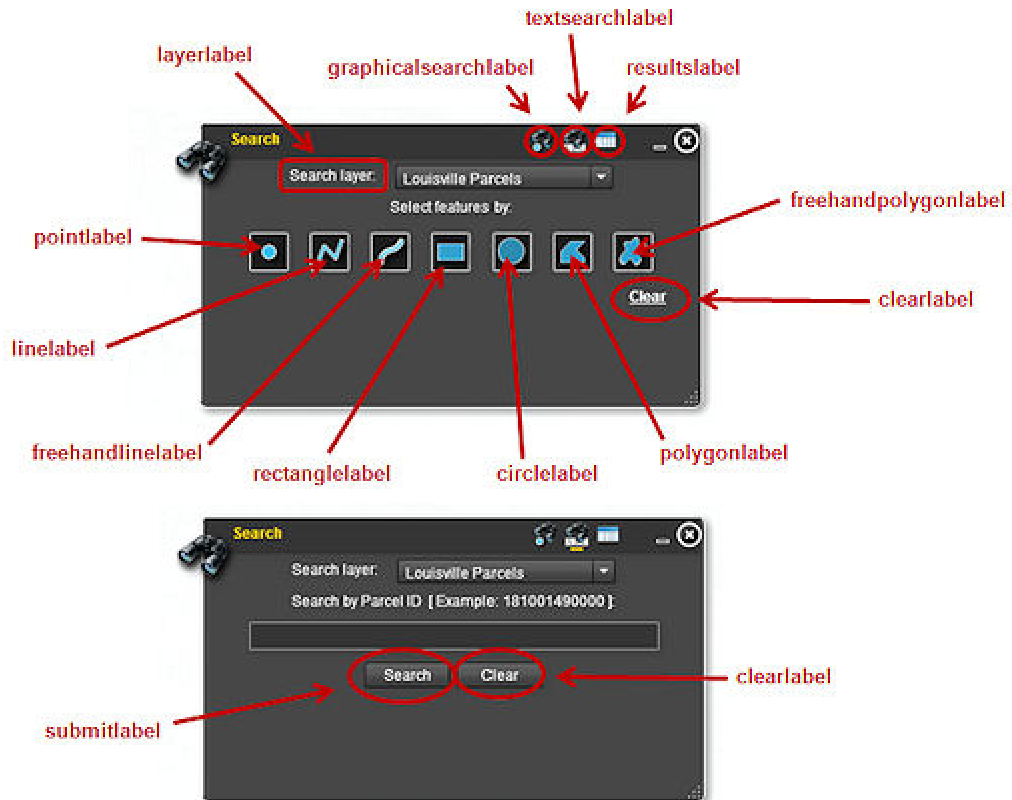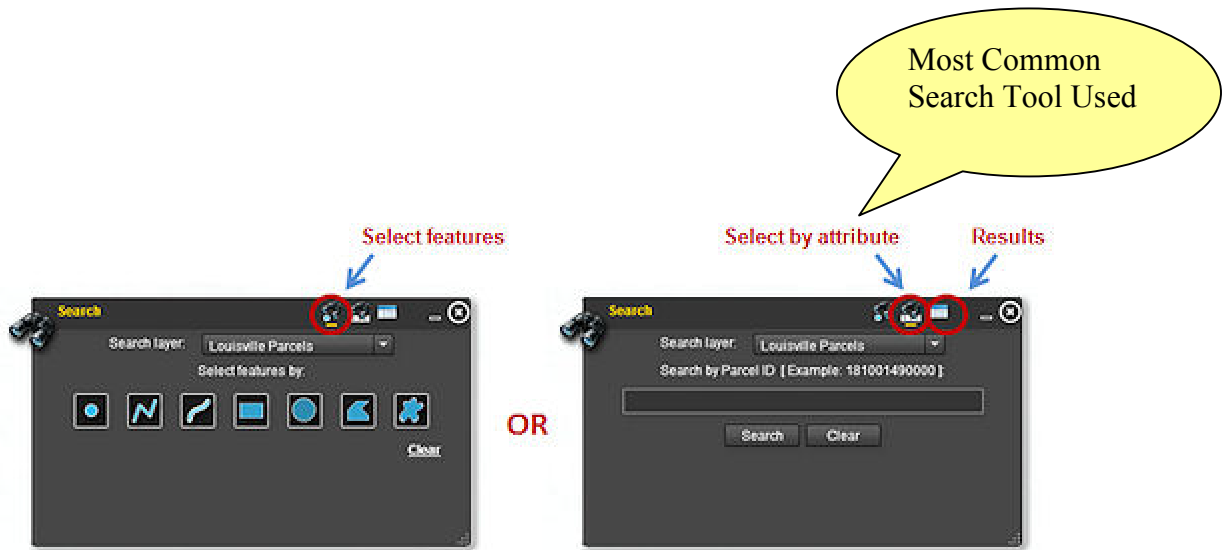
Map Legend

➢ The *Map Legend* displays the map layers and symbolization. The layer
   must be turned on to display in the legend.

![binoculars icon] ***Search Tool***

➢ The *Search Tool* can be used to search based on parcel number, site address, full street name, partial street name or manhole number. The feature will be highlighted and attributes displayed. Click on the *Search* window to zoom to the selected feature.

> Most Common
> Search Tool Used

Select features

Select by attribute   Results

Search
Search layer: Louisville Parcels
Select features by:

[point] [line] [freehand line] [rectangle] [circle] [polygon] [freehand polygon]

Clear

OR

Search
Search layer: Louisville Parcels
Search by Parcel ID [Example: 181001490000]

[   ]

Search   Clear

textsearchlabel

layerlabel   graphicalsearchlabel   resultslabel

Search
Search layer: Louisville Parcels
Select features by:

freehandpolygonlabel

pointlabel

clearlabel

linelabel

freehandlinelabel   rectanglelabel   circlelabel   polygonlabel

Search
Search layer: Louisville Parcels
Search by Parcel ID [Example: 181001490000]

[   ]

Search   Clear

clearlabel

submitlabel

PRINT A MAP

Print – What you see is what you get output…

(1) Print a Map using the Print Icon (less distortion)

➢ **Click the print icon**

 ✓ Option to include a map title
 ✓ Please leave the text in the subtile – this is a one line disclaimer

➢ **Click Print > Change page orientation to landscape > Print**

 ✓ Stamp hardcopy map with full disclaimer

(2) Print a Map from File-Print (more distortion)

➢ **File > Print > Change the Orientation to Landscape > Print**

 ✓ The data disclaimer, north arrow, scale and x-y coordinates will be displayed on the map.
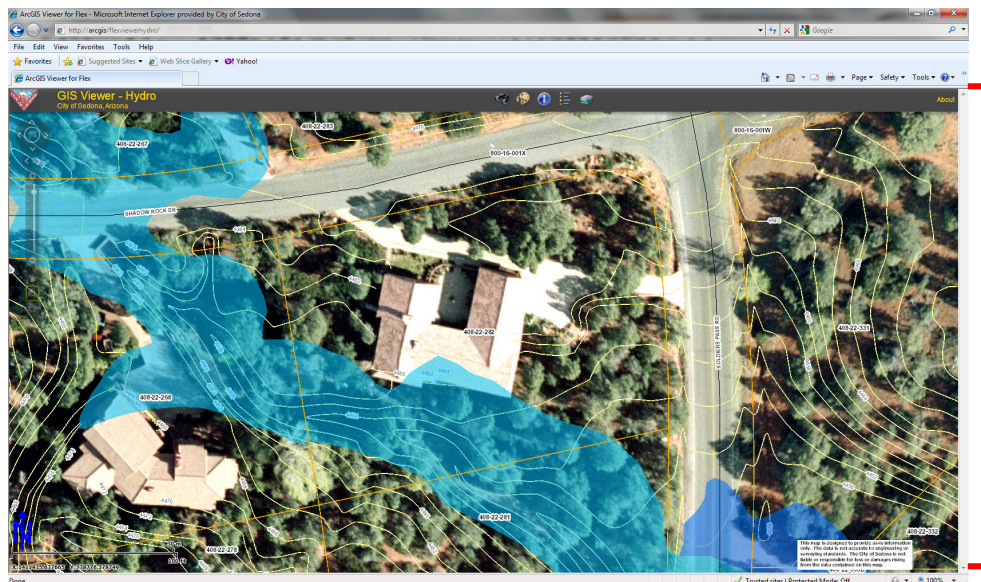
Print Window

Map View

Map Scale and Coordinates

> ➢ The *Map Scale* and *Coordinates* are default static tools and cannot be
> changed. City of Sedona maps display x-y coordinates only.

North Arrow and Data Disclaimer

> ➢ The *North Arrow* and *Data Disclaimer* are static images and cannot be
> changed, moved or removed.

This map is designed to provide as-is information only. The data is not accurate to engineering or surveying standards. The City of Sedona is not liable or responsible for loss or damages rising from the data contained on this map.

Map View

Tool Windows

> ➢ The *Tool Windows* open horizontally at the bottom of the window.
> ➢ View selection for the *Tool Windows*:
>> ✓ Several windows can be open at once
>> ✓ Windows can be toggled down out of view while open
>> ✓ Windows can be minimized
>> ✓ Scroll across the bottom to view the open windows