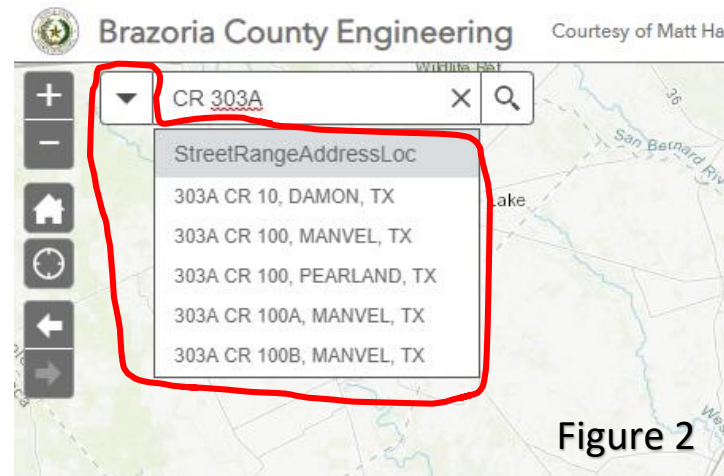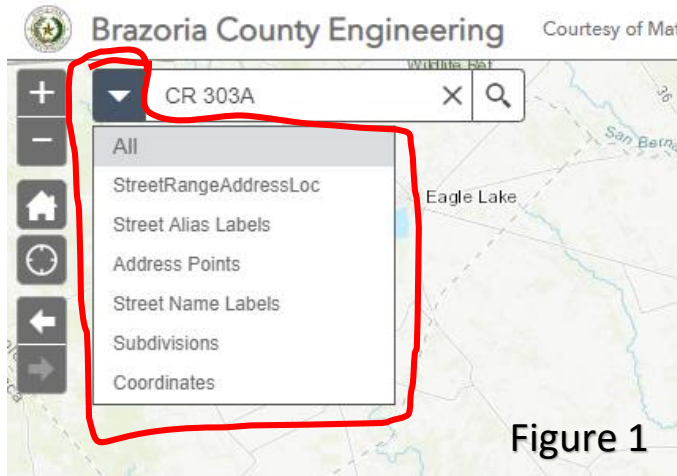# Instructions for WebApp use

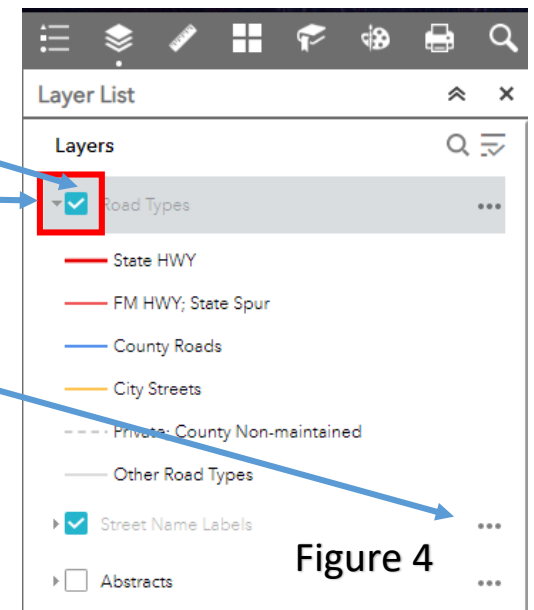1. **To search roads or addresses:**
   - ➔ Either type in search parameter in the Search box (*top left of map,* see Fig. 1), and hit the Enter key
   - ➔ Or choose the drop-down arrow, select a Search Service (see Fig. 2), and then type in a 'search term' and hit the Enter key.

Figure 1

Figure 2

2. To view the layers, select the 'Layer List' icon on the toolbar at the top-right of the map (*top right of map,* see Fig. 3).

Figure 3

- ➔ When opened, you may toggle layers on/off. (*checkboxes to left of layer name,* Fig. 4)
- ➔ Select the expansion arrow icon on the left of the check box to see the layer's legend.
   - o (*'down' arrow to the left of checkbox,* Fig. 4)
- ➔ Select the three dots to the right of the layer name for other options.
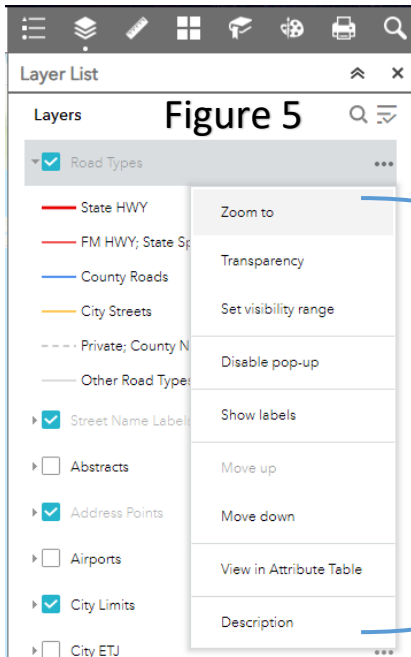   - o (Fig. 4, *at right*; Fig. 5, *next page*)

Figure 4

Figure 5

Use these menu items to adjust transparency, what's in focus, labels, layer order, etc.

3. The icon to the left of the 'Layer List' to see the Legend for the layers that are checked 'on'. (Fig. 6, *below*)
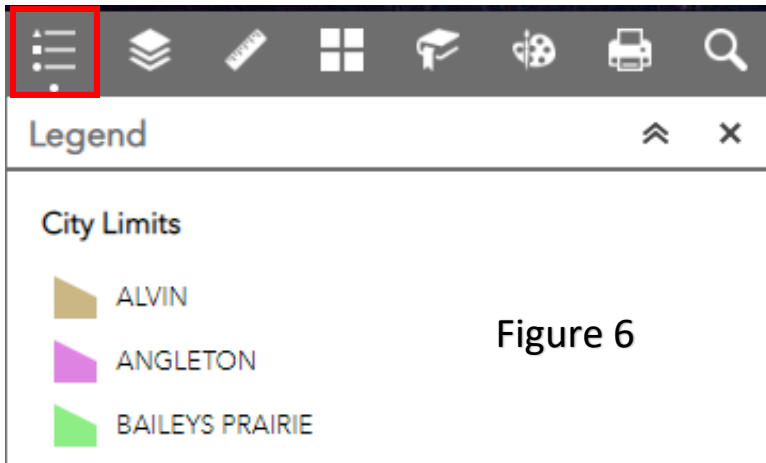

Figure 6

4. Zooming in and out:

➔ With your mouse wheel

➔ Or the '+' or '−' icons on the top left section of the App. (*below*, Fig. 7)

Figure 7

5. Zoom back to the default extent (entire county) by selecting the 'Home' icon. (*top left of map, below zoom in/out*, Fig. 8)

Figure 8

6. Zoom to your current location by selecting 'crosshair symbol'. (*top left of map, below 'Home' button,* Fig. 9)
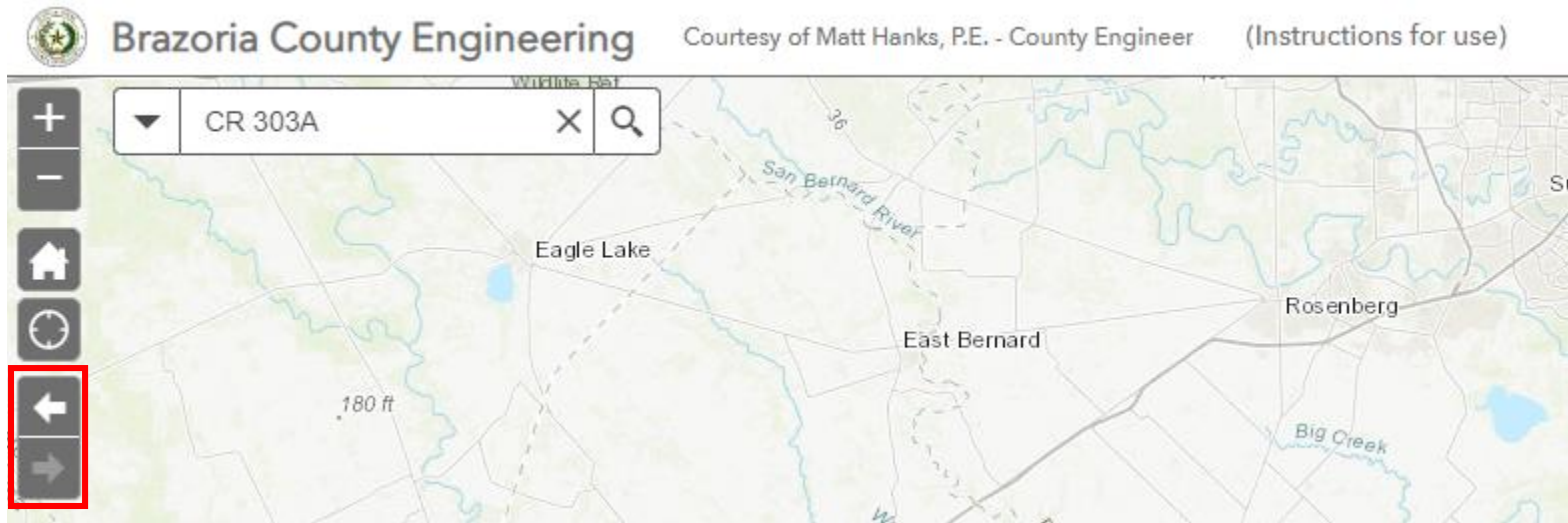

Figure 9

7. View the data layers 'Attribute Table' by selecting the tab at the bottom, center, of the map.

➔ This is similar to an Excel table, and can display any desired layer's data. (*below,* Fig. 10)

Parcel Information

Options ▾ Filter by map extent 📍 Zoom to ⊠ Clear selection ↻ Refresh

NAME	LEGALTYPE	LegalDescription	PID	SITUS	OLD_BCAD_GIS_	DOCUMENT	prop_id	geo_id	py_owner_name	legal_desc	legal_desc2	legal_acreage	appraised_val	udi_group	land_a
1	LOT	SAVANNAH MEADOWS SEC 9 BLOCK 3 LOT 1	647,863	13219 CAMDEN BLUE LANE	13219 CAMDEN BLUE LANE	2013002273	647,863	7457-9003-001	MOTHERSHED MELVIN & TRACY HARRIS	SAVANNAH MEADOWS SEC 9 (A0562 HT&BRR) BLK 3 LOT 1		0.00	176,520.00	0	1,419.
1	LOT	SAVANNAH MEADOWS SEC 9 BLOCK 4 LOT 1	647,864	5201 GREEN HEATH LANE	5201 GREEN HEATH LANE	2013002273	647,864	7457-9004-001	SMITH DARLEEN	SAVANNAH MEADOWS SEC 9 (A0562 HT&BRR) BLK 4 LOT 1		0.00	232,910.00	0	1,306.
2	LOT	SAVANNAH MEADOWS SEC	647,865	5203 GREEN HEATH LANE	5203 GREEN HEATH LANE	2013002273	647,865	7457-9004-002	JOHNSON DEREK T	SAVANNAH MEADOWS SEC		0.00	175,050.00	0	1,320.

Figure 10

8. Return or go forward to a previous/next 'extent'

➔ Were you looking at something important and accidentally clicked off of it? No big deal! Use the 'forward' or 'backward' arrows to go back and forth just like the arrows on a web-browser window.

   o (*'back' and 'forward' arrows below the 'Current Location' button,* Fig. 11*)*

9. Other tools and functions:

➔ 'Measure' tool. Use this to estimate lengths, widths, and areas
➔ 'Basemap Gallery' change the basemap from Cities to other options
➔ 'Bookmarks' create bookmarks at important placemarks
➔ 'Draw' if you need to markup your viewer of the WebApp for a presentation or meeting, use this tool.
➔ 'Print' if you need to quickly print a PDF of what you see on this WebApp, use this tool.
➔ '2nd Search' use this other 'Search' tool to search properties by PID#.

   o ***Note, you may want to turn on the 'Parcel Information' layer first.***

Feel free to play around with the Widgets in this WebApp until you feel comfortable. Also, by clicking on any feature, you can see its 'pop-up' which contains more information. It's a very handy tool, similar to ArcMap's 'identify' tool.