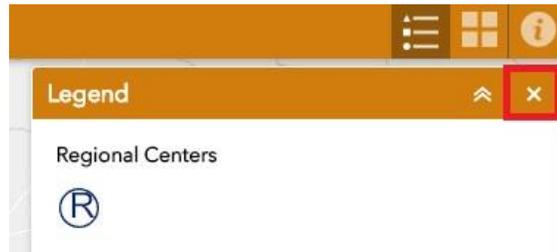


Social Equity Reference Web Mapping Application Basic Tool Overview

Legend and Basemap



- To close the legend, click on the X symbol in the upper right-hand corner of the legend dropdown.

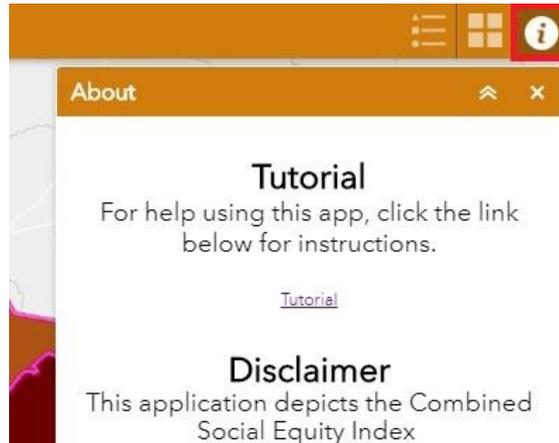


- To collapse the window without closing it, click on the double chevron symbol.



- To change the basemap, click on the icon resembling four squares in the upper right-hand corner of the screen. The menu features a number of options for use as a basemap. Click on any of these options to use it as the basemap. This window can be closed and collapsed using the same functions as in the Legend window.

About



- The About button displays a link to this tutorial, the disclaimer from the splash screen, and includes a link to [Wake County Open Data](#).

Navigating the App

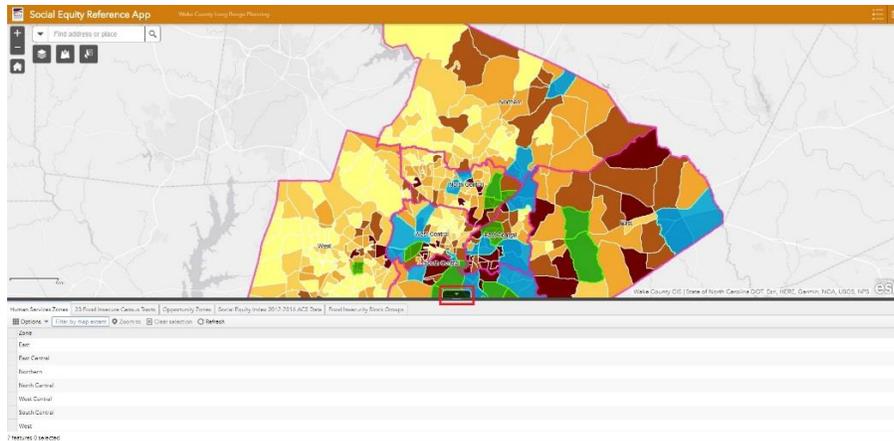
- Click and drag to pan the map view.



- Use the + button to zoom in and the – button to zoom out. This can also be done using the scroll wheel.



- Click the home button to return to the default map extent.

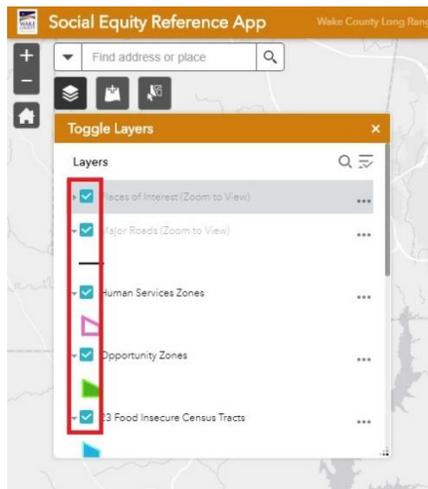


- Click on the arrowed tab at the bottom of the screen to pull up the attribute table for the layers displayed on the map.

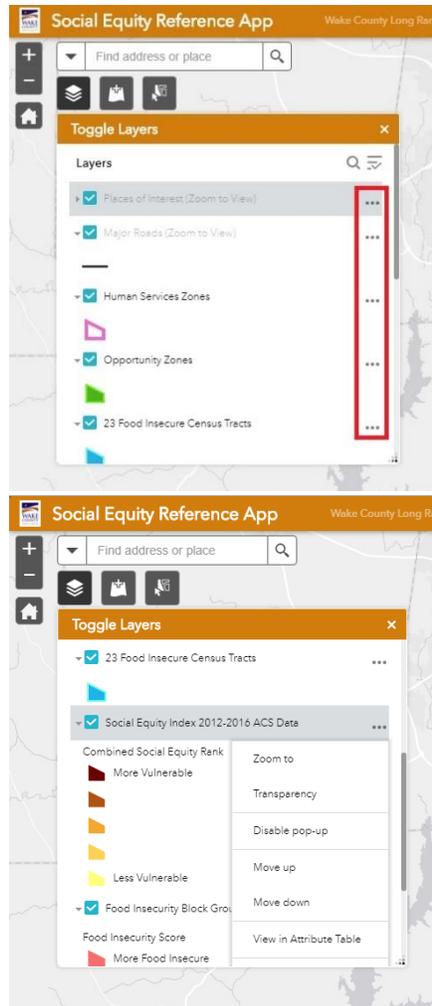
Toggle Layers Widget



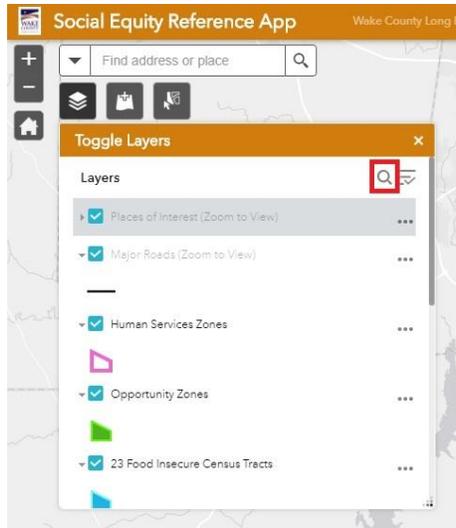
- The Toggle Layers widget allows the user to toggle the visibility of any layers loaded on the web app.



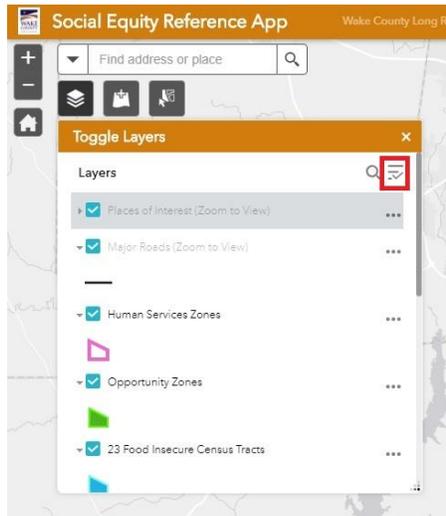
- By default, all layers are turned on. To turn a layer off, click on the check mark next to the layer's name.

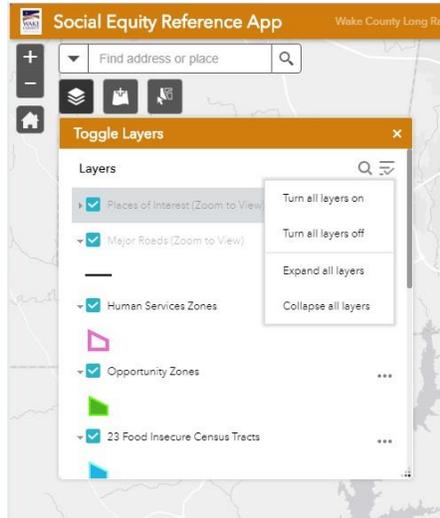


- The ellipse icon to the right of each layer expands a menu with several visualization options:
 - The Zoom to option zooms the map extent to frame the entirety of the selected layer.
 - The Transparency option opens a slider that adjust the transparency of the selected layer.
 - The Hide Labels option turns off any labels assigned to the selected layer if they are on.
 - The Move up and Move down options alter the visual order of the selected layer. Move up will bring the layer closer to the top of the map, while Move down will send it toward the bottom.
 - The View in Attribute Table option will open the data for the layer in a spreadsheet-style attribute table.



- Layers can also be searched using the Toggle Layers Widget. Clicking the magnifying glass and typing keywords into the search bar will filter out layers so that only layers containing those keywords are visible in the widget. Click the X icon on the right-hand side of the search bar to clear the text typed into the search bar without closing it. Click Cancel to close the search bar.



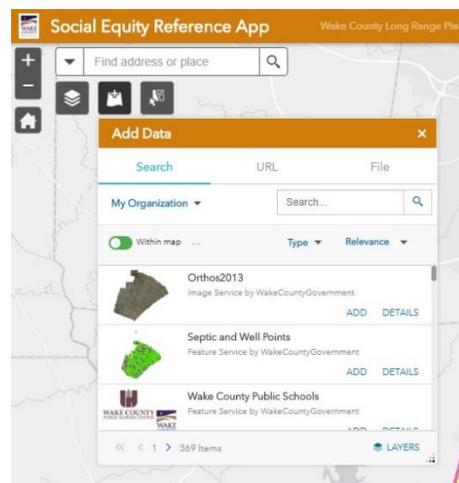


- The icon that looks like three horizontal lines behind a check mark controls the visualization of all layers at once. Here, all layers can be turned on or off and the layers in the legend can be expanded or collapsed.

Add Data Widget

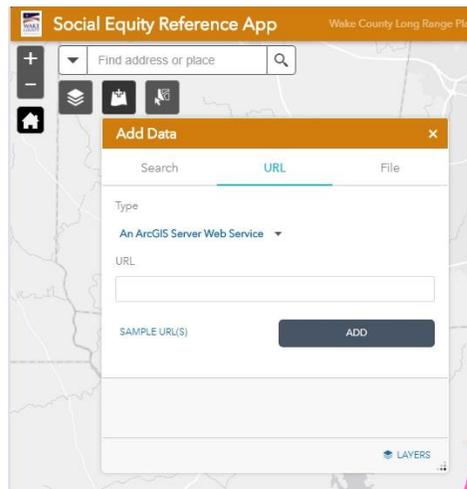


- The Add Data widget allows the user to add data from an external source to the Social Equity Reference App. Data can be added from three types of sources:
 - **ArcGIS Online**



- To add data from **ArcGIS Online**, use the Search tab of the Add Data widget. A list of layers will open in the widget window. The layers available to the average user will be those publicly available through ArcGIS Online. If the user is signed into an **ArcGIS Online** account, any data available through their account will be available in this window.
 - Data can be searched with the search bar toward the upper right-hand corner of the window.
 - Data types, such as map service, feature service, KML or WMS, can be filtered for with the Type filter dropdown menu.
 - The sorting method of the search can be changed from Relevance to some other type such as Title (alphabetical), Owner or Views by selecting the dropdown menu next to the word Relevance.

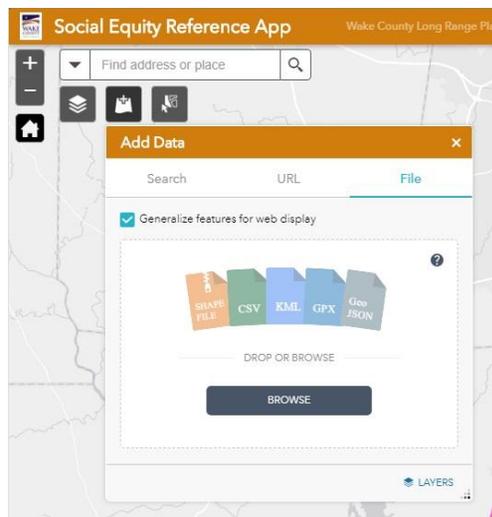
○ **URL**



- To add data from an external online server, click on the URL tab of the **Add Data widget**. This option allows the user to add data from open data sites like [Wake County Open Data](#), as well as web-hosted KML, CSV, or GeoRSS file. To change the data type, click on the Type dropdown menu next to “An ArcGIS Web Service” select the desired data type, then copy and paste the source address in the URL bar.

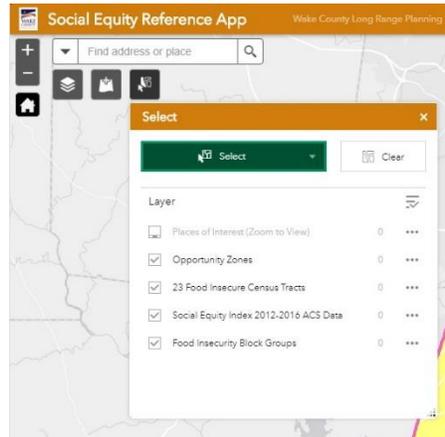
- The data from the [Wake County Open Data](#) can be found by searching categories or sources. To copy a data source’s URL from **Wake County Open Data**, look under the “About” section on the right-hand side of a data source’s page. Right click on the link beside “Data Source:” and select “Copy Link Address.” This is the link that can be used in the Add Data Widget.

o **File**

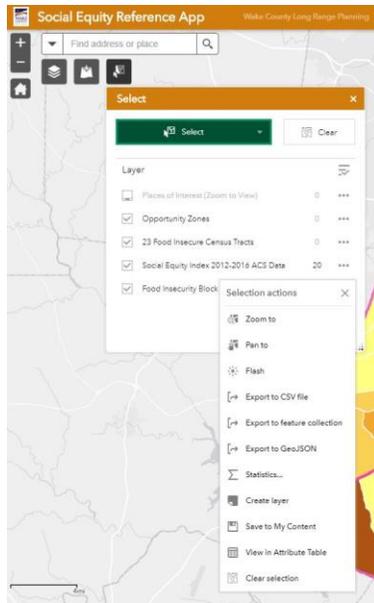


- To add data from a locally hosted file, ensure that the file is one of the approved formats: Shape File, CSV, KML, GPX or GeoJSON, click browse in the widget window, navigate to the file, and click Open.

Select Widget



- The Select Widget allows the user to make a spatial selection of features on the map and view the data associated with the selected area.
 - To select an area, click the Select option in the Select widget. There are two methods that can be used to select an area: Select by rectangle and Select by lasso.
 - To use Select by rectangle, simply click and drag anywhere on the map to draw your rectangle. Any features that intersect the rectangle will be highlighted in blue. The number of features selected in each layer will be displayed next to the layer's name in the Select Widget window.
 - To use Select by lasso, click and drag anywhere on the map to draw a shape around the desired selection. Any features that intersect the lasso will be highlighted in blue. The number of features selected in each layer will be displayed next to the layer's name in the Select Widget window.
 - The selection can be cleared at any time by clicking the Clear option.



- Once a selection has been made, a variety of actions can be used to analyze the selection. Click on the ellipse icon next to the desired layer to see the options.
 - The data can be exported into any of three different formats: CSV, feature collection, or GeoJSON.
 - Statistics on the selection such as an average, sum, minimum and maximum of any given field can be viewed with the Statistic action. The field being displayed can be changed with the dropdown menu next to the Field name.
 - The raw data for the fields can be displayed using the View in Attribute Table action.
 - The Clear selection action within the actions menu clears the selection only for that layer, leaving the other layers' selections intact.

Print



- The Print Widget allows the user to create a PDF using the current extent displayed by the app.
- To use the Print Widget, click on the printer icon. This will bring up the print menu.
 - By default, the map will print as a PDF in A4 Landscape format. To change these settings, use the dropdown arrows in the menu.
 - Clicking the Print button will generate a PDF (or other selected format) of the map. To view the map, click on the title of the generated map and then print the image from the map's page.
 - Click the Advanced button to show a menu displaying more options.

Map scale/extent:

Preserve: map scale
 map extent

Force scale: [current](#)

Output spatial reference WKID :

WGS_1984_Web_Mercator_Auxiliary_Sphere

Labels:

Show labels:

Layout metadata:

Author:

Copyright:

Include legend:

Scale bar unit:

MAP_ONLY size:

Width (px):

Height (px):

Print quality:

DPI:

Feature attributes:

Include attributes:

- Map scale/ extent: Choose whether the map created will preserve the map's scale (the amount of area represented by the map in the app) or extent (the full extent of the map).

- Output spatial reference WKID: This option allows the user to change the projection of the map by inputting the WKID for a different map projection. Not all map elements will scale after use of this option.
- Labels: this option toggles labels on and off. The only layer using labels in the default app is the Human Service Zones layer.
- Layout metadata: These options allow the user to edit the Author and Copyright information displayed on the map. The Include legend toggle can be used to decide whether to display the legend at the bottom of the map. The distance units used in the scale bar can also be edited here.
- MAP_ONLY size: This option allows the user to set the width and height of the map in MAP_ONLY format. The width and height are both measured in pixels.
- Print quality: The resolution of the map in DPI can be set with this option.
- Feature attributes: This option allows the user to choose whether to include the attribute tables for the data in the print file.