



## USER GUIDE FOR INTRAMAPS PUBLIC

All the information you need is easily available in just one click, or you can simply use the search and zoom tools to find the information you need.

### DIRECTIONS FOR USE

#### Navigation Tools

Use these tools to navigate around the map window.



**ZOOM IN** this tool allows you to use a single click and zoom in by a factor of 2x or draw a marquee so that you can zoom in to the area that you define. Click the left mouse button on the tool to activate it. Then single click on the map to perform zoom in, on a particular area of the map. The map will zoom in 2x the zoom level that you were previously. If you click and hold the left mouse button, then drag a rectangle (marquee) and let the mouse button go the map and will zoom in to the area you have defined within the marquee.



**ZOOM OUT** this tool allows you to use a single click to zoom out by a factor of 2x. Click the left mouse button to the tool to activate it. The single click on the map to perform a zoom out. The map will zoom out 2x the zoom level that you were at previously.



**PAN** this tool allows you to move the map by dragging it to a new location. Click the left mouse button on the tool to activate it. Click and hold the left mouse button and drag the map in the direction you want to move. The map will then refresh showing you the location you have moved to.



**NAVIGATION** this tool allows you further functionally to pan around the screen, by clicking on the arrows to move in the corresponding direction you want to go and zooming in and out by clicking on the plus and minus buttons.

## **Selection Tools**

Use these tools to select and display information on the map.



**POINT SELECTION** is used to select objects on the Selection Layer, using a point to define the search region. Click the left mouse button on the tool to activate it. Click the left mouse on an object to retrieve information on that object.



**CIRCLE SELECTION** is used to select objects on the Selection Layer, using a circle to define the search region. Click the left mouse button on the tool to activate it. Click and hold the left mouse button and then drag the mouse away from that point to define a selection circle (shown in blue). The radius of the circle and the coordinates of your mouse pointer will be displayed in the status bar at the bottom left of the screen. Release the left mouse button to apply the selection.





**RECTANGLE SELECTION** is used to select objects on the Selection Layer, using a rectangular to define the search region. Click the left mouse button on the tool to activate it. Click and hold the left mouse button and then drag the mouse away from that point to define a rectangle (shown in blue) to select within. The height of width of the rectangle and the coordinates of your mouse pointer will be displayed in the status bar at the bottom right of the screen. Release the left mouse button to apply the selection.



**POLYGON SELECTION** is used to select objects on the Selection Layer, using a polygon (user defined area) to search region. Click the left mouse button on the tool to activate it. Click the left mouse button and then click at each intermediate point until you have defined all the edges of the region to select, and then double-click the mouse to close the polygon on the last point. As you go the coordinates of your mouse pointer and the length of each line created will be displayed in the status bar at the bottom left of the screen.

## **Measurement Tools**


Use these tools to measure distance and area. To use, click on the start of the feature you want to measure and double click at the end. Your measurement will be displayed in the results box. Please note these measurements are approximate and should not be used as a substitution for a proper survey.


	<p><b>MEASURE DISTANCE</b> this tool is used to measure distance in the map window. Click the left mouse button on the tool to activate it. Click the left mouse button on the screen to designate the point you wish to be your measurement. Subsequent single left clicks will allow you to measure a new “leg” and change the direction calculation. The total distance and the intermediate distances will be displayed in a pop-up window.</p>
	<p><b>MEASURE AREA</b> this tool is used to measure an area in the map window. Click the left mouse button on the tool to activate it. Click the left mouse button on the screen to designate the point you wish to begin your measurement. Subsequent single clicks will allow you to measure a new “leg” and change the direction of your measurement. Double click the mouse on the last point to perform the area calculation. The total area, perimeter and the intermediate distances (including the distance from the last point back to the first to close the region) will be displayed in a pop-up window.</p>

*Note: The accuracy of these tools is limited by several technical factors. It provides a good approximation but it is not intended to provide “engineering quality measurements”.*

## **Modules**

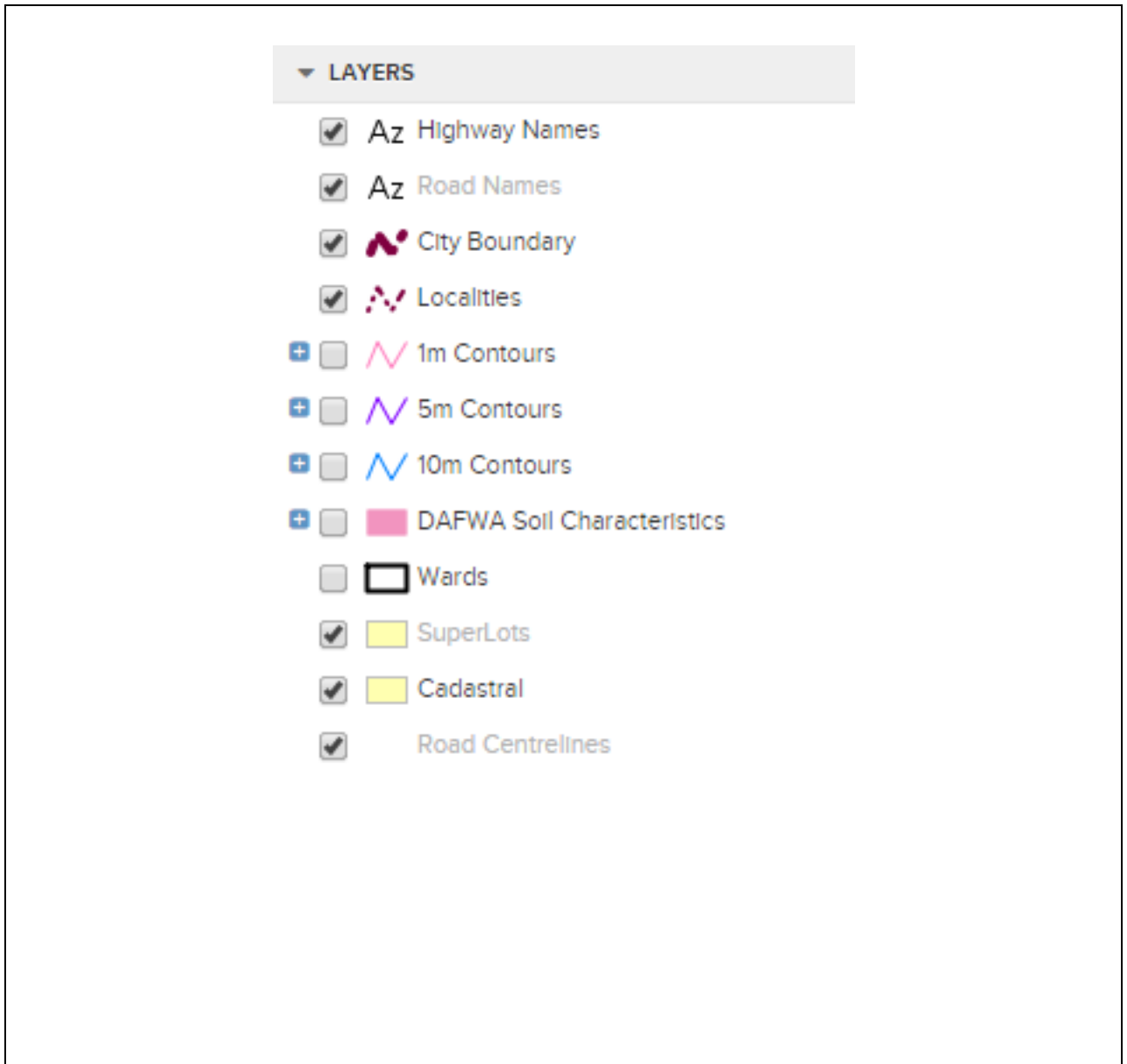
The modules box contains the various modules that exist within IntraMaps. Each module consists of feature datasets or layers – for example, aerial photographs, point or line files that represent spatial objects and contain corporate information. Modules exist to group this spatial into like datasets for ease of use and organisation.



▼ MODULES 
Property
Aerial Photography
Community Info

## **Layers**

The layers list shows the various types of information that exist with each module. The layers can be turned on and off and can also be labelled from within the layers list.



*Layers List from the Property Module*

## Searches

Use the search box to find information about a particular property or piece of land. Simply enter the details in the appropriate boxes and click “search”.

ASSESSMENT ADDRESS OWNER PIN FIND ROAD FIND PARK

House  Lot No  Street  Suburb

*Layers List from the General Enquiry Module*

Street View

PIN: 606623

Area: 708.38m<sup>2</sup>

Lot and Plan: D059982/14

Ward: PORT WARD, GREATER GTON

Councillors: [Councillors](#)

Bin Day: Tuesday

**SYNERGY PROPERTY**


Address: 81-105 MARINE TERRACE

Suburb: GERALDTON

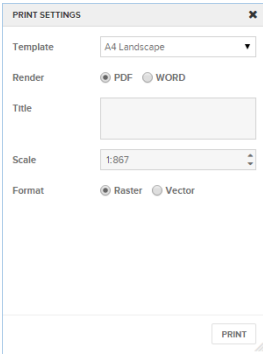
From the search – in the Parcel panel, you can find the Bin Day, what ward you are in and the councillors for that ward, plus there are links to Google StreetView.

## **Printing**

To print from IntraMaps, click on the print button, and the following dialog box will appear;



**TEMPLATE** this pull down list is populated with all the currently configured print templates that you can use. There are four different types of templates, two are set for A4 and two are set for A3 – in each size there is template that has data on it, this just means it prints the Parcel and Synergy Property information on it.



**RENDER** click either PDF or Word. If PDF is selected then it will create a PDF document and if Word is selected it will create a Word Document.

**SCALE** set the scale of your printed map. Will default to the scale of the map image in the selected template. Click on the drop down menu to select from a list of common scales.

**TITLE** you can type in a Title for your map.

**PRINT** click to generate your print window.

**CLOSE** click the cross at the top of the dialogue box.

If you require any more information, please contact the City of Greater Geraldton on phone (08) 9956 6600 or email [council@cgg.wa.gov.au](mailto:council@cgg.wa.gov.au)