Contents

Introduction .................................................................................................................. 2
Environment .............................................................................................................. 2
Access Map Viewer 3.0 .............................................................................................. 3
Map Tools ................................................................................................................. 4
Navigation .................................................................................................................. 6
Layer List Tool ......................................................................................................... 7
Layer - Move, Pop-up and Transparency ................................................................. 9
Attribute Table: Selecting Attributes .................................................................... 11
Show/Hide Columns and Filter by Map Extent ....................................................... 13
Legend ....................................................................................................................... 15
Basemap Gallery ....................................................................................................... 15
Bookmark .................................................................................................................. 16
Select Features .......................................................................................................... 17
Address Jurisdiction Search .................................................................................... 18
PID Search ................................................................................................................ 19
Civic Address Search .............................................................................................. 20
Measurement ............................................................................................................ 21
Filter Records .......................................................................................................... 22
Draw Tools ................................................................................................................ 23
  a. Draw Points ........................................................................................................ 23
  b. Draw Lines ......................................................................................................... 25
  c. Draw Areas ....................................................................................................... 27
  d. Draw Text ......................................................................................................... 29
Add Data .................................................................................................................... 30
Data Download for Regular Members .................................................................. 33
Data Download for First Nations Members .......................................................... 35
Print ............................................................................................................................ 36
  a. Quick Print ........................................................................................................ 36
  b. Advanced Print Options .................................................................................. 37
  c. Layout Options ................................................................................................ 38
  d. File Format Options ......................................................................................... 38
**Introduction**

Map Viewer 3.0 now runs on JavaScript. The application can be viewed on any device that supports Javascript.

Members familiar with the BC Spatial Member Map Viewer 2.0 will notice a new look to the map viewer.

**Environment**

The following prerequisites are required to use the Map Viewer 3.0:

- JavaScript must be enabled on your web browser.
- Supported browsers:
  - Chrome
  - Firefox
  - Safari 3+
  - Internet Explorer 9+.

**NOTE:** Internet Explorer 8 is not supported.
Access Map Viewer 3.0

- Go to the following URL in your web browser:
  

- Sign in using your ICI Society Member Credentials.

  NOTE: Do not enter ‘icisociety\' before the username.
Map Tools

- Map Overview.

- Maximize and minimize the Map Overview.

- Hide the Map Overview.

- Open Map Tools from the Map Tools Bar on the bottom of the page.
Minimize each tool by clicking in the top right of the tool window. Move the minimized tools by dragging from the outside of the icon.

Close the tools by clicking on their icon in the Map Tools Bar.

Attribute Table
Open the Attribute Table Tool from the bottom right of the page.

Resize the tool by dragging the top bar.

Close the tool by clicking the icon.
Search for an address in the Map Viewer 3.0 Search bar. Ex. 1537 Hillside Ave, Victoria.

Click the appropriate result to zoom to its location.
Navigation

- Click and hold the mouse in the viewer window and drag the map around.
- Use the mouse to zoom with the roll button.
- Use the + and - buttons on the upper left of viewer to zoom in and out.

- Click the Home button on upper left of viewer to zoom back to the Default Extent.

- While holding down the Shift key, click-and-drag a rectangular window over a desired area to zoom into that area. Zoom in until the scale bar is less than 3km.
Layer List Tool

- Select Layer List tool located on bottom menu bar.

- Zoom into an area so that the scale bar is less than 3km.

**NOTE:** layers in the map do not draw at all scales, you may need to zoom in for a layer to draw.

- Turn on the ICI Society Cadastre Group Layer.
- Open the group by clicking the arrow on the left.

- Click the 3 dots to the right of the ICI Society Cadastre - Outline feature.
- Select Open Attribute Table.
- Select a record by clicking to the left of the row and click Zoom to on the top bar of the attribute table.

- Click Options on the left of the top menu bar.
- Click Export Selected to CSV

- The selected record is exported as a CSV and is downloaded in your web browser.

**NOTE:** Click the icon in the top right of the Layer List Tool window to Turn on, Turn off, Expand or Collapse All Layers.
Layer - Move, Pop-up and Transparency

- Open the Layer List.
- Turn on the ICI Society Cadastre Group Layer.

![Layer List]

- Click the 3 dots ⋅⋅⋅ to the right of the Group Layer.
- Select Move down to move the layer down the layer list.
- Turn on and open the BC Assessment Fabric Group Layer, then the BC Assessment Fabric - Fill layer.
- Notice the draw order change in the map. The Assessment Fabric - Fill will now cover the Cadastre lines.
- Turn off the ICI Society Cadastre Group Layer.
- Click the 3 dots ⋅⋅⋅ to the right of the BC Assessment Fabric - Fill feature that is turned on and click ‘Disable Pop-up’.

![Disable Pop-up]

**NOTE:** Disabling pop-ups is useful when multiple features are turned on and the user does not want to see each features attribute information in the popup window.
- Click on a feature of the selected Operational Layer in the map. View attributes in Pop-up menu.

- If necessary, use the arrows in the top right hand corner of the Pop-Up menu and the scroll bars to scroll through the records.
- Click the X in the top right hand corner of the Pop Up menu to close it.
- In the Layer List Menu Click the 3 dots of the BC Assessment Fabric Group Layer.
- Click on Transparency.

- Test the transparency by dragging the circle or clicking the + and - buttons.
Attribute Table: Selecting Attributes

- Select Layer List tool.

- Turn on and expand the AddressBC Group Layer.

  - AddressBC
  - AddressBC Civic Address
  - AddressBC Additional Location

- Click the 3 dots to the right of the AddressBC Civic Address feature.
- Select Open Attribute Table.

- Select records within the attribute table by clicking to the left of the row. Hold the Shift Key to select multiple records.

- Under Options, click Show Selected Records.
- Under Options, click Show All Records.
- Zoom to Selection:
  - Click on the Zoom to button at the top of the attribute table.
- Clear Selection:
  - Click on the Clear Selection button at the top of the attribute table.

- Refresh Table:
  - Click on the Refresh button at the top of the attribute table.

NOTE: There is a known issue with Internet Explorer and the attribute table:
The bottom of the attribute table is cut off in Internet Explorer 11. The number of records is partially covered.

---

\[
\begin{array}{ccc}
\text{CITY OF VICTORIA} & \text{CITY OF VICTORIA} & 0300 \\
\hline
\end{array}
\]

28572 features of 0 selected
Show/Hide Columns and Filter by Map Extent

- Select Layer List tool.

- Turn on and expand the ICI Society Cadastre Group Layer.

- Click the 3 dots to the right of the ICI Society Cadastre - Outline feature.

- Select Open Attribute Table.

- In the Attribute Table click the options drop-down menu, choose Show/Hide Columns.

- On the right side of the Attribute table, choose which Columns to show by clicking and unchecking Columns.

- Verify that all checked off fields are visible in the table.
- Note the number of features in the bottom left of the attribute table.

<table>
<thead>
<tr>
<th>REGIONAL</th>
<th>GEOBC</th>
</tr>
</thead>
<tbody>
<tr>
<td>1469634 features</td>
<td>0 selected</td>
</tr>
</tbody>
</table>

- Zoom in until you only see a few features of your layer in the map.
- In the attribute table select the Filter by Map Extent button.

Filter by Map Extent

- Note the number of records now.

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>613 features</td>
<td>0 selected</td>
</tr>
</tbody>
</table>

- Click Filter by Map Extent again to stop filtering.
Legend

- In the Layer List menu turn on one or more Group Layers.
- Select the Legend button. Layers that are turned on will appear in the Legend

Basemap Gallery

- Select the Basemap Gallery tool

- Select a Basemap.

NOTE: some Basemaps do not draw at the largest scale. You may have to zoom out to see the basemap.
**Bookmark**

- Navigate to a location and scale that you would like to save as a bookmark.
- Select the Bookmark tool.

Enter a name for the Bookmark. Click to create the bookmark.

- Navigate away from the bookmark location.
- Click on the bookmark you created. The map frame will return to the location and scale of the bookmark.

- Click on the bookmark again, making sure the Delete button is highlighted.

- Click Delete to remove the bookmark.
Select Features

- Turn on the ICI Society Cadastre Group Layer.

- Select the Select Features tool.
- Verify the ICI Society Cadastre - Outline feature is checked. Only checked features are selectable.

- Click the arrow next to Select.

- Choose a selection method.

- Follow the instructions next to the cursor to select.
Click ⋯ next to the feature to open the Selection Options.
Export the selected features to a CSV.

Address Jurisdiction Search

- Select the Address Jurisdiction Search Tool.
- On the Tasks tab, select a Jurisdiction and click Execute.
  
  Attribute criteria
  
  Select Jurisdiction
  
  OAK BAY

- Map view will zoom to and outline the selected Jurisdiction.
- Close the Address Jurisdiction Search Tool.
- The selected Jurisdiction area layer may be toggled on or off as desired within the Layer List window.
- The selected Jurisdiction layer will be kept on the map until "Remove this result" button is clicked from the list to the right of the Address Jurisdiction Results box.
PID Search

- Select the PID Search Tool.

- Enter the desired PID, e.g., 004207521.
- Click Execute.
- Map view will zoom to the selected PID.
- Open the Layer List.

- The selected PID will show as a layer in the Layer List.

- The selected PID layer may be toggled on or off as desired within the Layer List window.

- In the PID Search window, on the Results Tab, click the 3 dots to the right of the drop-down menu and select Remove this Result.
- The selected PID layer will be kept on the map until the Result is cleared from the PID Search box.
Civic Address Search

1. Select the Address Jurisdiction Search Tool.
2. On the Tasks tab, Select Jurisdiction VICTORIA and click Execute.

   Attribute criteria
   Select Jurisdiction
   VICTORIA

3. Map view will zoom to and outline the selected Jurisdiction.

4. Select the Civic Address Search Tool.

   NOTE: Spatial Filter set to only return features within current map extent by default.

   Spatial filter
   Only return features within current map extent
   Return features within full extent of the map

5. On the Tasks tab enter the address 1537 Hillside Ave.

   NOTE: If unsure of the fully qualified address name, start with less description.
   Ex. 1537 Hillside vs 1537 Hillside Av, Victoria BC. If part of the address is incorrect, the search will fail. In this case Av is incorrect, the fully qualified address is spelled with Ave.

6. Click Execute.
7. Map viewer will center on the address location.
8. Open the Layer List.
9. The selected address layer may be toggled on or off as desired within the Layer List window.
10. In the Civic Address Search window, on the Results Tab, click the 3 dots to the right of the drop down menu and select Remove this Result.

### Measurement

- Select the Measure tool.
- Select the Area tool.
- Select the units of measure.
- Draw an area on the map. Click for each vertex, double click to complete.
- View measurement under Measurement Result

**0.12 Sq Kilometers**

- Select the Distance tool.
- Select the units of measure.
- Draw a line on the map. Click for each vertex. Double click to complete.
- View measurement under Measurement Result

**Measurement Result**

<table>
<thead>
<tr>
<th>1.02 Kilometers</th>
<th>ICI Society Cadastre</th>
<th>***</th>
</tr>
</thead>
<tbody>
<tr>
<td>ICI Society Cadastre - Outline</td>
<td>***</td>
<td></td>
</tr>
</tbody>
</table>

- Select the Location tool.
- Select the units of measure.
- Click a point on the map.
- View location of click and location of mouse under Measurement Result.

**Filter Records**

- Turn on and expand the ICI Society Cadastre Group Layer.
- Click the 3 dots to the right of the ICI Society Cadastre - Outline feature.
- Select Open Attribute Table.

- Under Options select Filter.

- Add a filter expression.
**Add a filter expression**

- Create a query expression. Example:
  - `GEOMETRY_SOURCE (String) is DISTRICT OF SAANICH`

- Click OK.
- All records in the table will be filtered based on the expression.
  **NOTE:** This does not filter the features in the map.
- Open the filter and remove the filter expression by clicking .

**Draw Tools**

a. **Draw Points**

- Select the Draw tool located on the top menu bar.

- Select Point from the Select draw mode palette.

- Select a point symbol palette from the drop-down menu.
- Select a point symbol to draw on the map.
- Change the size of the symbol.

```
Symbol Size: 28
```

- Select Point again from the Select draw mode palette.
- Click on the map to place the point with the selected symbol.

```
Transportation
```

- Select Point again from the Select draw mode palette to draw another point.
- Click Undo, Redo, and Clear to undo creating a point, redo creating a point and clearing all points.

**NOTE:** you may have to scroll down in the tool to see these options.
b. Draw Lines

- Select the Draw tool located on the top menu bar.

- Select Line from the Select draw mode palette.

- Select a line type to draw on the map. The colour, style, transparency and width can be customized.

- Click Show Measurements.

- Show Measurements

  - Distance Units
- Select Line, Polyline or Freehand Line from the Select draw mode palette.

- Move the pointer to the map, follow the instructions to draw the selected line type.

- Click Undo, Redo, and Clear to undo creating a line, redo creating a line and clearing all lines.

**NOTE:** you may have to scroll down in the tool to see these options.
c. Draw Areas

- Select the Draw tool located on the top menu bar.

- Select an area type to draw on the map. The colour, transparency, outline colour and outline width can be customized.

```
Color: [select color]

Transparency: [select opacity level]

Outline Color: [select outline color]

Outline Width: [select outline width]
```

- Click Show Measurements.

```
Show Measurements

Area Units: Square kilometers
Distance Units: Kilometers
```

• Select any of the area types from the Select draw mode palette. Triangle, Extent, Circle, Ellipse, Polygon or Freehand Polygon.

• Move the pointer to the map, follow the instructions to draw the selected area type.

• Click Undo, Redo, and Clear to undo creating a line, redo creating a line and clearing all lines.

**NOTE:** you may have to scroll down in the tool to see these options. Text cannot be edited. It can only be cleared, undone and redone as it was created.
d. Draw Text

- Select the Draw tool located on the top menu bar.
- Select Text from the Select draw mode palette.
- Write the text to display on the map, change the colour and the size of the text if desired.

**Preview:**

<table>
<thead>
<tr>
<th>Text</th>
<th>Font Color</th>
<th>Font Size</th>
</tr>
</thead>
<tbody>
<tr>
<td>TEST</td>
<td></td>
<td>18</td>
</tr>
</tbody>
</table>

- Select Text again from the Select draw mode palette.
- Move the pointer to the map, click to add the Text to the map.

- Click Undo, Redo, and Clear to undo creating text, redo creating text and clearing all text.

**NOTE:** There is a known issue that, when picking a custom colour from the colour palette, sometimes the cursor cannot move the Saturation Selector. If this occurs, you can click and drag the Saturation Selector or refresh the webpage and reload Map Viewer 3.0.
Add Data

- Click the Add Data tool.

- Click the Enter A URL Tab.

**Enter A URL**

- From the Type drop-down, choose WMS OGC Web Service.

  **Type**

<table>
<thead>
<tr>
<th>A WMS OGC Web Service</th>
</tr>
</thead>
<tbody>
<tr>
<td>An ArcGIS Server Web Service</td>
</tr>
<tr>
<td>A WMS OGC Web Service</td>
</tr>
</tbody>
</table>

- Paste the PMBC Open Data Service URL:
  - [https://openmaps.gov.bc.ca/geo/pub/WHSE_CADASTRE.PMBC_PARCEL_FABRIC_POLY_SVW/ows?](https://openmaps.gov.bc.ca/geo/pub/WHSE_CADASTRE.PMBC_PARCEL_FABRIC_POLY_SVW/ows?)

  **URL**

  ```text
  https://openmaps.gov.bc.ca/geo/pub/WHSE_C/
  ```

  - Click Add.

- Verify the service is now a layer in the Layer List.
- Navigate to Sooke to see PMBC data.
- Click on the Search Tab in the Add Data Tool.
- Choose ArcGIS Online from the drop-down list.

**ArcGIS Online**

- Search for Canada Parks in the Search Box.

**Search**

<table>
<thead>
<tr>
<th>Enter A URL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Canada Parks</td>
</tr>
</tbody>
</table>

- Click Add.
- The National Parks Service is now a layer in the Layer List.
NOTE: There is a known issue with the Search drop down box. Once My Organization or ArcGIS Online has been chosen and the search button has been clicked, the option to change the search type disappears. To make the search drop down reappear, click the blank white space to the right of the search box.
Data Download for Regular Members

- Open the Data Download for Regular Members tool.
- Click the ICI Society Cadastre layer in the Layers to Clip* menu to select for export.
- Scroll to the bottom of the layer menu and under Selection Polygon*, choose the Polygon Icon.
- Use the cursor to draw a selection polygon over the desired area. A single-click creates a vertex and a double-click completes the polygon.
- Choose the desired file export format in the Feature Format* drop-down menu.
- Click Execute.
- Results are shown on the Output Tab. Click on the hyperlink to download the .zip file containing exported data.

- Data can now be imported into an application that supports the requested feature format.

  exported_regular_member_data.zip
  
  https://membertest.icisociety.ca/webservices/rest/directory

- Click on the Input tab.
- Scroll to the bottom.
- Click under the Selection Polygon* tool to remove the Selection Polygon.
Data Download for First Nations Members

- Open the Data Download for First Nations tool.

- Click the ICI Society Cadastre layer in the Layers to Clip* menu to select for export.

- Scroll to the bottom of the layer menu and under Selection Polygon*, choose the Polygon Icon.

- Use the cursor to draw a selection polygon over the desired area. A single-click creates a vertex and a double-click completes the polygon.

- Choose to export a format that is useful to you in the Feature Format* drop-down menu.

- Click Execute.

- Results are shown on the Output Tab. Click on the hyperlink to download the .zip file containing exported data.

- Data can now be imported into an application that supports the requested feature format.

- Click on the Input tab.

- Scroll to the bottom.

- Click under the Selection Polygon* tool to remove the Selection Polygon.
Print

a. Quick Print

- In the Map Viewer zoom to desired extent and turn on desired layers.
- Click the Print tool in the bottom of the Map Viewer.
- A printing menu will pop up:

  ![Print Menu]

  - The MAP_ONLY layout will print only what is in the map window.
  - All other layout options will print a map frame with a Title, Scale, Legend and the date.

  ![Print Menu]

  - Click Print.
  - Download the pdf.
b. Advanced Print Options

- **Map scale/extent:**
  - **Preserve:**
    - Map scale
    - Map extent
  - **Force scale:**
    - Current
  - **30,000**

- **Layout metadata:**
  - **Author:** Tester
  - **Copyright:**
  - **Include legend:**
  - **MAP_ONLY size:**
    - **Width (px):** 200
    - **Height (px):** 200

- **Print quality:**
  - **DPI:** 96

- The scale or extent can be preserved when printing. Or a custom scale can be forced on the printed map. Click ‘current’ to see the current extent.

- The Author and Copyright fields are printed in the bottom right of the map.

- Choose to include the legend in the print.

- If Layout is MAP_ONLY, here is where you can choose a custom width and height for the image.

- You can custom set the print quality here.
c. Layout Options

- Choosing a layout other than MAP_ONLY will print a map frame with a Title, Scale, Legend and the date.

<table>
<thead>
<tr>
<th>Layout Options</th>
</tr>
</thead>
<tbody>
<tr>
<td>MAP_ONLY</td>
</tr>
<tr>
<td>A3 Landscape</td>
</tr>
<tr>
<td>A3 Portrait</td>
</tr>
<tr>
<td>A4 Landscape</td>
</tr>
<tr>
<td>A4 Portrait</td>
</tr>
<tr>
<td>Letter ANSI A Landscape</td>
</tr>
<tr>
<td>Letter ANSI A Portrait</td>
</tr>
<tr>
<td>MAP_ONLY</td>
</tr>
<tr>
<td>Tabloid ANSI B Landscape</td>
</tr>
<tr>
<td>Tabloid ANSI B Portrait</td>
</tr>
</tbody>
</table>

d. File Format Options

- The map can be printed in the following common formats:

<table>
<thead>
<tr>
<th>Format</th>
</tr>
</thead>
<tbody>
<tr>
<td>PDF</td>
</tr>
<tr>
<td>EPS</td>
</tr>
<tr>
<td>GIF</td>
</tr>
<tr>
<td>JPG</td>
</tr>
<tr>
<td>PDF</td>
</tr>
<tr>
<td>PNG32</td>
</tr>
<tr>
<td>PNG8</td>
</tr>
<tr>
<td>SVG</td>
</tr>
<tr>
<td>SVGZ</td>
</tr>
</tbody>
</table>
Quick Links

- Click the links icon next to the Search Box.

- Website link

- Data Catalog link.

- Help link.

- Contact Link

Note: There is a known issue with the links menu. It can be covered by a tool window. The tool menu must be closed or moved to click on the links.
Known Issues

1) **Attribute Table - Selecting Records**: The bottom of the attribute table is cut off in Internet Explorer 11. The number of records are partially covered.

![Attribute Table Image](image)

2) **Draw Tools**: When picking a custom colour from the colour palette, sometimes the cursor cannot move the Saturation Selector. If this occurs, you can click and drag the Saturation Selector or refresh the webpage and reload Map Viewer 3.0.

![Color Palette Image](image)

3) **Add Data Tool**: In the Add Data tool, once a type has been chosen, the option to change the type disappears. Once My Organization or ArcGIS Online has been chosen and the search button has been clicked, the option to change the search type disappears. To make the search drop down reappear, click the blank white space to the right of the search box.

![Add Data Tool Image](image)

4) **Quick Links**: The links can be covered by a tool window. The tool menu must be closed or moved to click on the links.

![Quick Links Image](image)