

# Northern Rockies

## DECISION SUPPORT TOOL TRAINING GUIDE

### Table of contents

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Getting there .....	<b>Error! Bookmark not defined.</b>
Accessing the site .....	2
Logging into the site .....	2
Navigating the map .....	2
Zoom & pan .....	2
Change the map background .....	3
Interacting with the map .....	3
Selecting features (including parcels) .....	3
Creating parcel reports .....	3
Interacting with the data .....	4
Layers .....	4
Overlay data .....	4
Analysis results .....	4
Layers menu (transparency, layer swipe, metadata) .....	4
Scenario tool .....	<b>Error! Bookmark not defined.</b>
Query .....	6
Query by value .....	6
Query by location .....	7
Group parcel selection .....	7
Additional tools .....	7
Draw .....	7
Google Street View .....	8
Print (a custom map) .....	8
Bookmarks .....	9
Get help .....	9

# Getting there

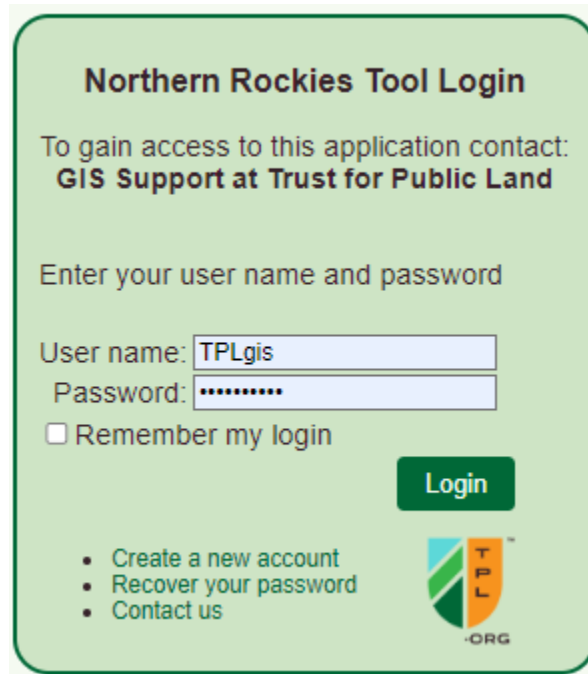
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## Accessing the site

- Use the following link to connect to the Healthy Parks Plan Landing Page
  - <https://web.tplgis.org/northernrockiessecure>

## Logging into the site

- A username and password is required to access the site, which you can create directly from the link on the login page.



The image shows a login form titled "Northern Rockies Tool Login". The form is set against a light green background with a dark green border. At the top, it says "Northern Rockies Tool Login". Below that, it reads "To gain access to this application contact: GIS Support at Trust for Public Land". The next line says "Enter your user name and password". There are two input fields: "User name:" with the text "TPLgis" entered, and "Password:" with a masked password of "\*\*\*\*\*". Below the password field is a checkbox labeled "Remember my login". To the right of the checkbox is a dark green "Login" button. At the bottom left, there are three links: "Create a new account", "Recover your password", and "Contact us". At the bottom right is the Trust for Public Land logo, which consists of a shield with a green and orange design and the text "TPL" and ".ORG" below it.

- Once you've created a login username and password, you'll be able to access the site using that login each time.




# Navigating the map

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## Zoom & pan

- On the left-hand side of the map, click the ( + ) sign to zoom in and the ( - ) to zoom out
- To zoom in to a particular area, hold down shift, click your mouse on one corner of the desired extent, and drag your mouse to the opposite corner of the desired extent.
- Click and drag your mouse to the right or left to pan around the map (adjusting your view)

**Note:** As you change the viewer extent the map detail changes. As you zoom in the map becomes more detailed.

- Click the  button to return to the extent of the study area.
- Click the  button to show your location on the map
- Click the  button to enter an address or location to zoom the map to



## Change the map background

- Click the  tab to the left of the map. Then click the checkbox next to the basemap you desire.

## Interacting with the map

### Selecting features (including parcels)

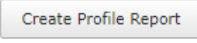
Most of the overlay layers included in the tool have attribute information that you can access through the map.

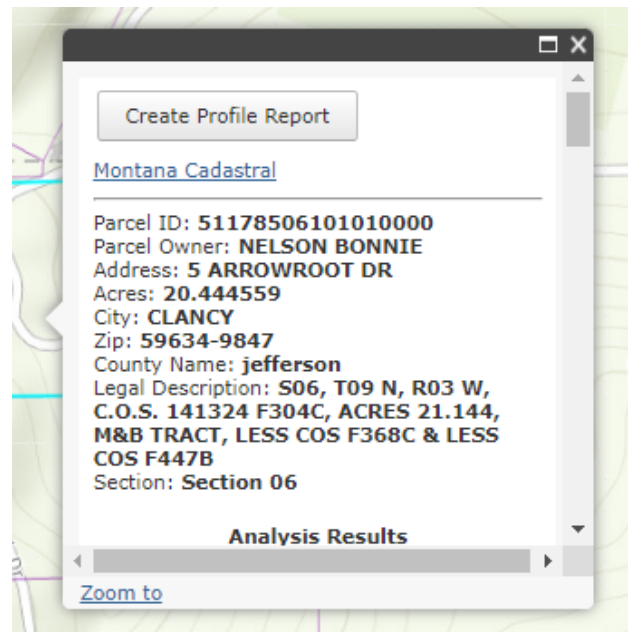
- Turn on the any layer in the Overlay Data section.
- Click on the map.
- An information box will appear that describes the feature(s) that you clicked.
- *Note:* If multiple layers are turned on, the one that is highest in the table of content will be identified first.
- If there is a  in the info box title you have identified multiple features. Click  to view information on the other selected features.



### Creating profile reports

When selecting parcels, you can also create a parcel profile report from the pop-up dialog. These custom reports provide more detail about the climate priorities and physical characteristics of each parcel.

- Turn on the “Parcels” layer that’s in the Overlay Data section. Parcels are scale dependent and will only appear once you have zoomed in.
- Once zoomed in and viewing the parcels click on a parcel to find out more information on it.
- You can create a Parcel Profile Report on individual parcels by clicking . A Parcel Profile Report provides a detailed characterization of all modeled priorities and filtering criteria for an individual parcel.
- A download window will open. Click “Download File” to obtain the report.
- If the parcel is in Montana then a link to the **Montana Cadastral** web site is present that will take you to the parcel on that site for more parcel information.



# Interacting with the data

On the left side panel there are a number of “functions” available. Click on the ▶ to open a tool if it is closed. This section will provide guidance for using each of the tools listed on the left hand side of the screen.

## Layers

If you click on Layers you will see all the layers in the viewer, including all of the *Overlay Data* and *Analysis Results* collected for the tool. For both **overlays** and **analysis**, the layers are categorized:

- Each folder symbol indicates that there are multiple layers grouped under that heading. Click the folder icon to expand and see what layers there are.
- Click the plus icon to show the symbology for an individual layer.

## Overlay data

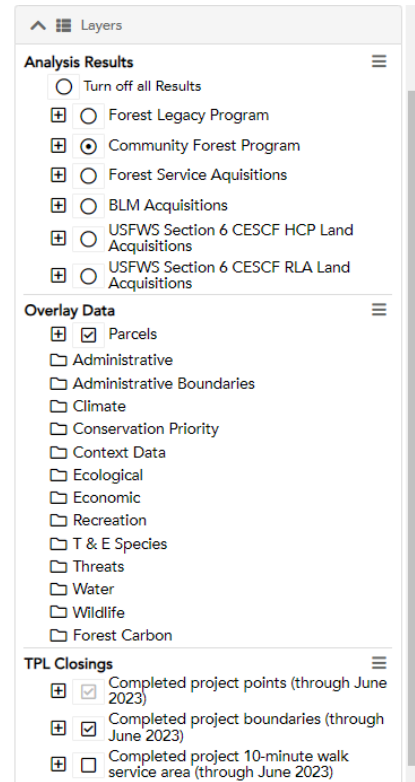
Overlay data provides important context for the region or study area across climate objectives. This data includes the base information used for analysis

- Multiple overlay layers can be turned on at once

## Analysis results

Analysis results model data to identify priorities across all Climate-Smart Cities objectives. All analysis layers are symbolized from beige to orange to red to signify moderate, high, and very high priorities.

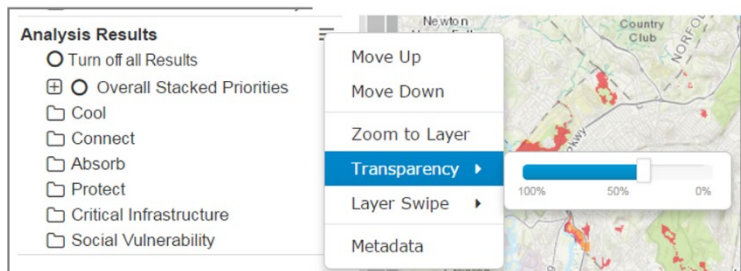
- Only one analysis layer can be turned on at once.
- At the top of the analysis layers list there is an option to turn off all results layers. If at any point you would like to remove all the results, click this.



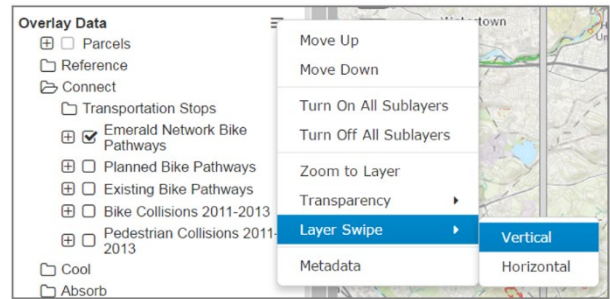
## Layers menu (transparency, layer swipe, metadata)

The layers menu provides tools that adjust the view of overlay data and analysis results you see on the map as well as metadata that provides information about all of the data included in the tool. There is an independent layers menu for overlay data and analysis results. Click on the ≡ to the right of the *Overlay Data* or *Analysis Results* headings to access the following tools:

- **Transparency slider:** Changes the transparency of the overlay data so that you can see mapped features underneath the overlay data. Click the rectangular tab on the slider and hold the mouse down to drag it to the left or right.
  - Experiment with different transparency levels. Notice that the transparency level of all overlay data changes as you change the transparency level.
- **On/off functions:** Turn on all the overlay layers, turn them all off, review metadata, zoom to the layers, and layer swipe.



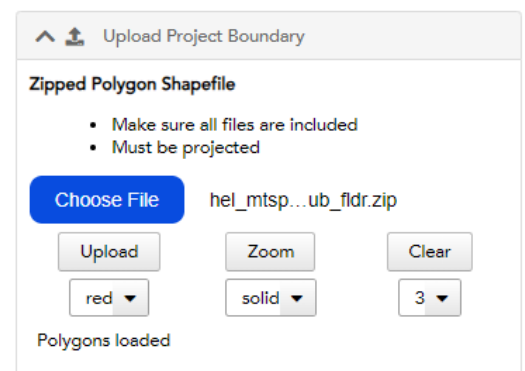
- **Layer Swipe:** Provides the capability to use a slider to see what the map looks like with a layer on or off
  - If you hover your mouse over the Layer Swipe you can either choose vertical or horizontal. A bar will appear in the viewer and you can slide it up/down or right/left depending on if you selected vertical or horizontal. Sliding this bar will show you what the map looks like with or without the data.
  - To exit *Layer swipe* mode, click on the “Exit Layer Swipe” box at the top of the map
- **Metadata:** Provides background information for all analysis results, including the input dataset, source, and year created, as well as a description of the methodology used to translate the data into a priority. Whenever you have a question about the data in the tool, open the metadata to learn more about it.



## Upload Project Boundary

This tool allows you to upload a zipped Esri Shapefile containing project boundary polygons.

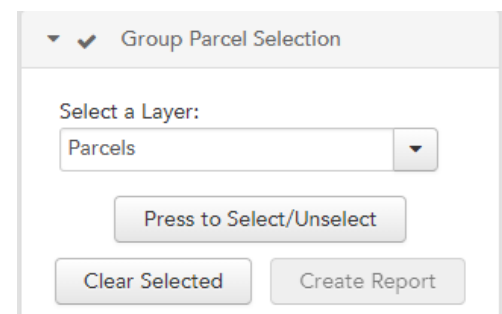
- You have to have a valid polygon shapefile (minimum of 4 files; \*.shp, \*.shx, \*.dbf, \*.prj).
- You must zip the four or more files into a ZIP file.
- Click the Choose File button and browse to and select the zipped shapefile.
- Click the Upload button to upload and display the shape file polygons.
- Click the Zoom button to zoom to the uploaded polygons.
- Click the Clear button to clear the uploaded polygons from the map.
- You can change the polygon outline symbolization with the three dropdown menus.



## Group parcel selection

Sometimes users have a number of parcels of which they are interested in. This tool allows users to select multiple parcels at a time for.

- To select parcels, click the “Press to Select/Unselect” button. Begin clicking on parcels to select them. You can either select an individual parcel or a group of parcels. If you wish to unselect a parcel, click it again and the parcel will be removed from the selection.
- You can clear the selected parcels at any point by clicking the “Clear Selected” button.





- You can create a report on any selection of parcels by clicking “Create Report”.
- A download window will open. Click “Download File” to obtain the report.

## Query


The query function allows users to search for parcels that match the characteristics required by a specific project, interest, or proposal. All modeled climate criteria and important physical characteristics of a site are tagged to parcels and available for export. Users can either query by value (information tagged to the parcel) or by location.

### Query by value

- Select the field you would like to query on from the “Select A Field” menu.
- Select the Logical Operator and query value and press “Add Condition”. The condition will appear. You can remove it at any point by clicking .
- After you have added all the desired queries click .
- A table will open at the bottom of the viewer showing you the parcels that fit your query.

Acres	County	City or Town	School District	City of Austin Council District	Zip Code	School
13.7	Travis	Unincorporated	Unknown	N/A	Unknown	No
475.3	Travis	Unincorporated	Unknown	N/A	Unknown	No
132.9	Travis	Unincorporated	Unknown	N/A	Unknown	No
61.0	Travis	Unincorporated	Unknown	N/A	Unknown	No
75.7	Travis	Unincorporated	Unknown	N/A	Unknown	No

1 - 100 of 5000 results

- **Note:** You can clear a query at any point by clicking the  tab.
- You can either export this data as an excel/csv or create a pdf report for the queried parcels.
- To further refine a query, you can add another condition. Perform the same steps as above for any additional conditions you would like to include. **Note:** Make sure and click “Add Condition” after you have set up your condition. Once this is done a second condition will appear in your query conditions.

Query Data

Layer: Parcels

By Value **By Location**

Select a Field

Daytime Urban Heat Islands

Logical Operator: Query Value:

= Yes

Add Condition

Query Conditions:

Daytime Urban Heat Islands = 'Yes'

AND

Stormwater Runoff Potential = 'Yes'

AND

Vacant = 'Yes'

Include ROW Parcels

Use And or Or Between Conditions:

Run Query Clear Query

**PDF Report**

[Download File](#)

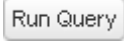
Export

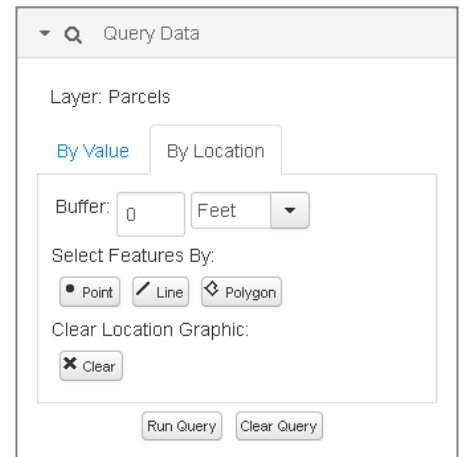
Select an Export Type:

Export To Excel Spreadsheet

Export



### Query by location

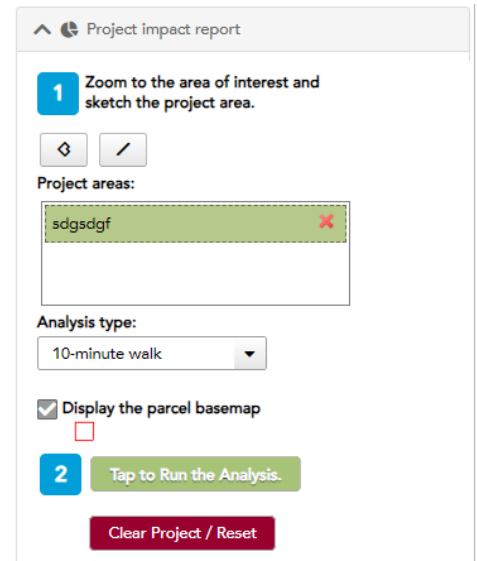
- You can choose point, line, or polygon options to select features and define the buffer of that geometry. Once you have chosen both the buffer and the geometry, you will draw on the map defining the point, line, or area that you would like to query.
- Select 
- From here, this tool functions the same as Query by Value. A table will open at the bottom of the viewer showing you the parcels that fit your query. You can either export this data as an excel/csv or create a pdf report for the queried parcels.



### Project Impact Tool

Tool for generating TPL 10-minute walk and other travel time impact analysis for polygonal and linear project areas.



- Click either the polygon  or line  digitizing button.
- Digitize either a polygon or a line onto the map and double click to end. The project either has to be near or cross a road.
- Enter the name of the project and click Save.
- Select the analysis type.
- Click Tap to Run the Analysis. The analysis will take several minutes, the bigger the analysis area the longer it takes.
- The analysis results will appear in the pane to the right of the map.
- Click PDF Report to download a PDF of the results.
- Click Shapefiles to download a zip file with the project area and service area.

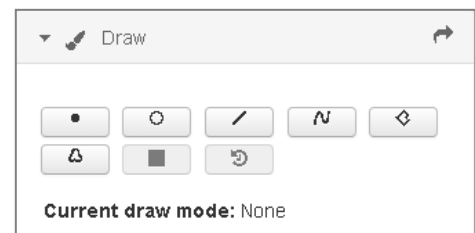


## Additional tools

### Draw

The draw tool allows you to add graphics to your map.


- Click the *Draw* tab on the left panel to add graphics to your map.
- To sketch a polygon on your map, click the  button.
- Begin sketching a shape on your map by clicking on your map. Double click to finish the sketch.
- You can also add points, lines, circles, and freehand polygons to the map by using the other draw buttons.
- If you want to change the graphics, use the  button, and recreate the graphics using the methods described above. **Note:** This action will erase all your drawings.

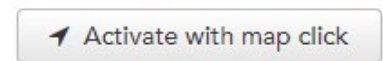
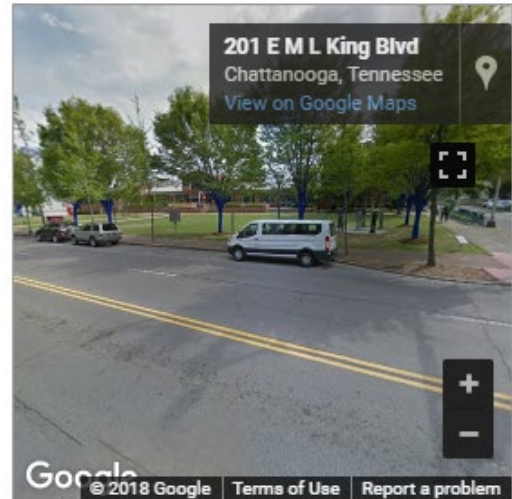


- To stop drawing click the  button.

## Google Street View

Users can see the street view image for anywhere on the map in two clicks.

- Open the *Google Street View* tab.
- Zoom into an area on the map that you would like to see in Google Street View.
- Click  to see the location you chose on the map.
- You can choose other locations to see in Google Street View by clicking on another location on the map.

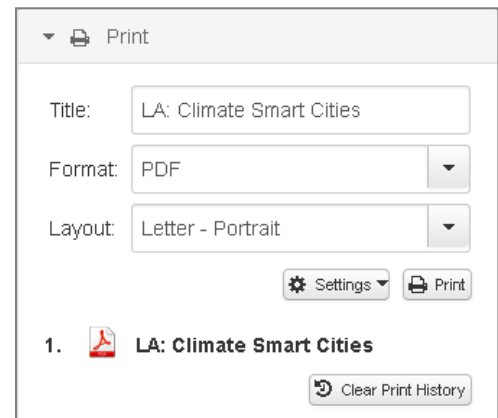


## Print (a custom map)



**No longer functional due to changes in ArcGIS Server**

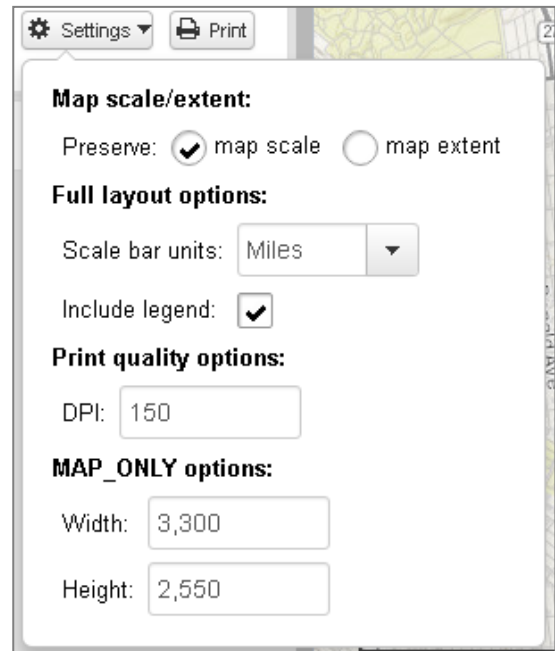
Users can print custom maps with a legend and title of your choosing that includes analysis results, selected parcels, and/or any overlay layers that match your interests or goals.

- To print a custom map that reflects the data and zoom level that you have chosen above, click the *Print* tab on the left panel.
- Enter a title for your map in the space provided.
- Choose the format and layout you would like.





- Click  to make other adjustments to your printed map.
- Click the  button once you have completed the above steps.
- Be patient while the mapping site generates a map for you. This process can take up to a minute.
- In the PRINT tab a file will appear once the export is complete. Click on the link to open your map.
- An 8.5 X 11 formatted map will be displayed that you can print or save to your computer hard drive to share with others.
- Close the export window to return to the original map.
- Return to original map.




## Bookmarks

You can save bookmarks to select and easily reference a location on the map.

- Open the *Bookmark* tab to add an easily reference location. Bookmarks provide shortcuts to select locations on your map.
- To add a bookmark zoom to the desired extent and click *Add Bookmark*. Enter a title for the location. At any point you can open the *Bookmark* tab and revisit your bookmarks.



## Get help

- You can always click the  button at the top right corner of your map for a copy of this user guide and tutorial.

Still need help? Send an email to [gis.support@tpl.org](mailto:gis.support@tpl.org)