

NY and CT's Shellfish and Seaweed Aquaculture Viewer User Instructions

Welcome to the New York and Connecticut Shellfish and Seaweed Aquaculture Viewer. No previous experience with Geographic Information Systems (GIS) is needed to use this tool. These instructions are intended to familiarize you with the tool and its functions before getting started.

It is recommended to use this Viewer on a desktop or laptop computer. Some tools and functions (i.e., the Draw tool) in the Viewer do not work well on tablets or smartphones.

1. Getting Started

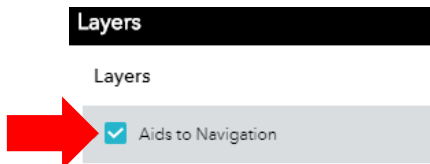
Read and agree to the terms and conditions to begin.



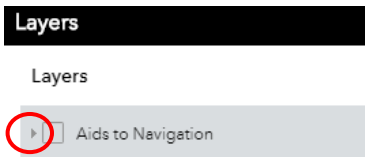
2. Viewer Basics

Turn layers on and off

To turn on a layer in the map, click the checkbox next to it in the Layer List.

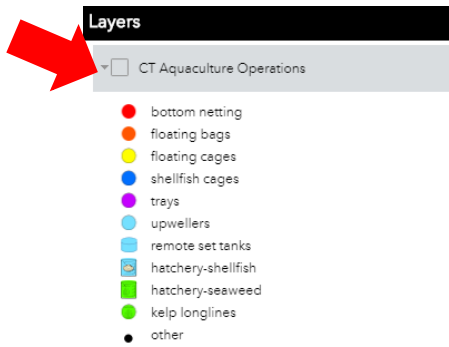


To turn it off, uncheck the box.

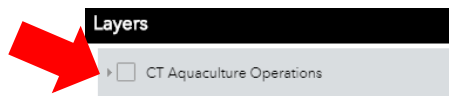


See the layer legend

To view the legend, click the down arrow next to the checkbox of the layer of interest in the Layer List to expand the legend items.

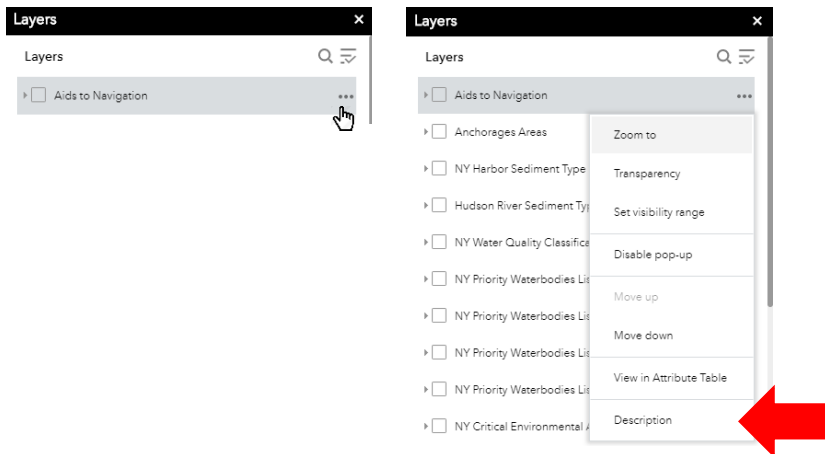


Click the arrow again to collapse it.



View layer information

To read additional information (metadata) about a particular data layer, click the **...** icon next to the layer in the Layer List and select Description.



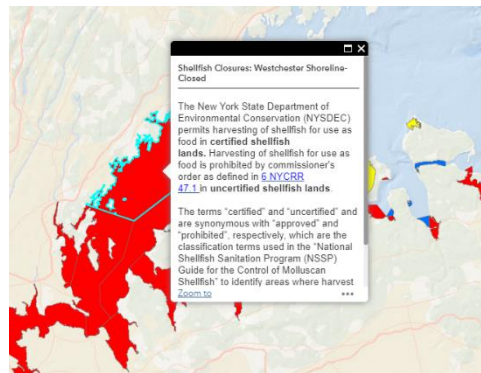
View Legend

To view the legend for the data layers that are currently active in the layer, click the Legend icon in the upper right-hand corner.



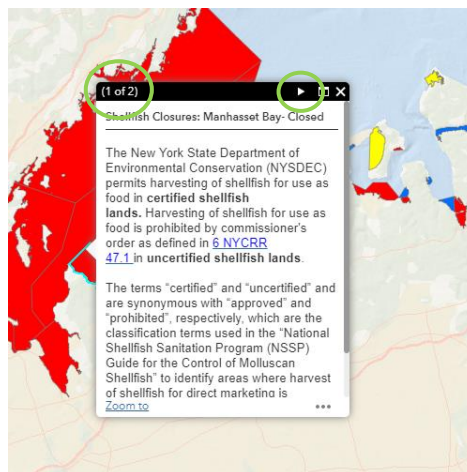
View pop-up information

To view a layer's pop-up information, turn on the layer of interest in the Layer List and, in the map, simply click on the map feature to view.



Pop-ups may contain links to websites and reports containing important regulatory information.

If multiple layers overlap, or a single layer has overlapping features, there may be multiple pop-ups. Click the arrow to view the other available pop-ups. The upper left corner indicates how many features/pop-ups are present.



Move around the map

Click and hold left mouse button and drag the map to explore a new area.

Zoom in/out of map

You can zoom in/out of map three ways .

1. Using the scroll wheel on the mouse, you can zoom in/out on the map;
2. Click the + or – button located in the bottom left corner of the map;

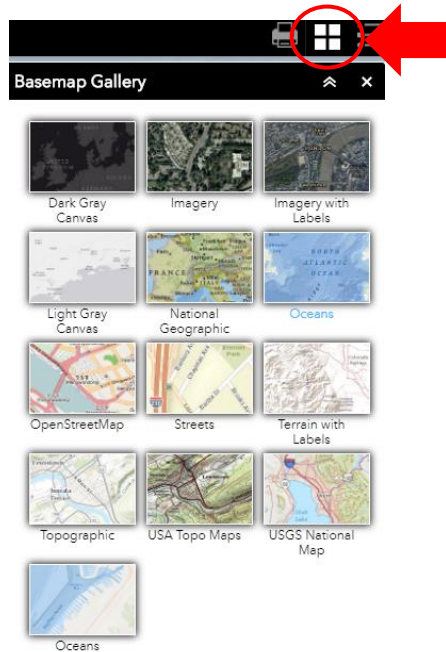


3. Click the Home icon to return to the default extent.



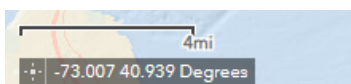
Change basemap

The default basemap is Oceans; however, there are 12 additional basemap options to choose from. To change the basemap, click the Basemap Gallery button in the top left corner of the Viewer and select your desired basemap.



View location

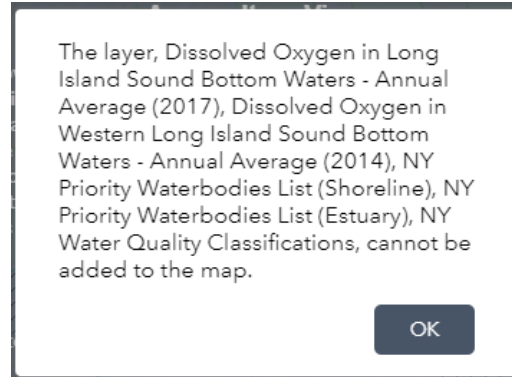
The location (coordinates) of your mouse pointer is displayed in the bottom-left corner of the map. To determine the location of a point of interest within the map, hover over the location of interest with the mouse pointer and the coordinates will automatically generate in the bottom-left corner.



3. More Help

Layer(s) cannot be added to the map

If you receive an error that says a layer cannot be added to the map, that service is temporarily unavailable. To view this layer, you will need to re-visit the site at another time.



Add other data layers

Click the Add Data button

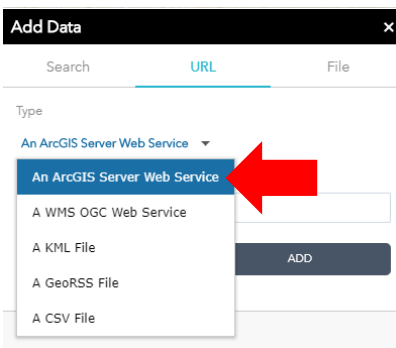


To add data from the web

Click URL

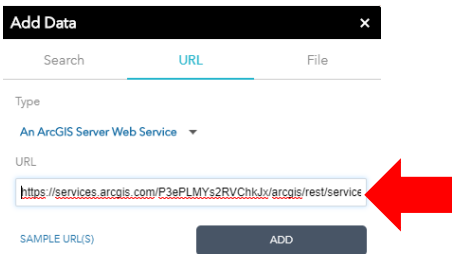


Choose the desired ArcGIS Service Web Service* type from the dropdown



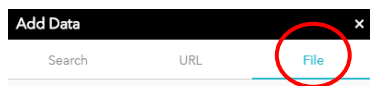
*An ArcGIS Server web service represents a GIS resource (such as a map or image) that is located on an ArcGIS Server site and is made available to client apps such as Map Viewer.

Enter the URL into the box and click Add.

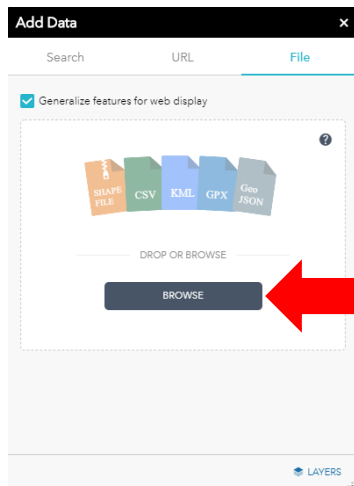


To add data from a file downloaded to your computer

Click File




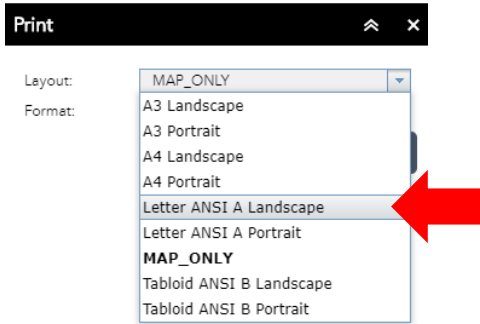
Click Browse and navigate to the file's location on your computer or drag and drop desired file into the Add Data tool.



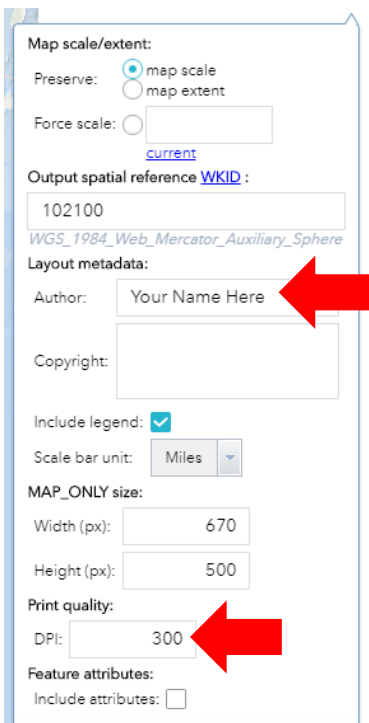
4. Create Map


Turn on any layers you wish to include in your map, if any.

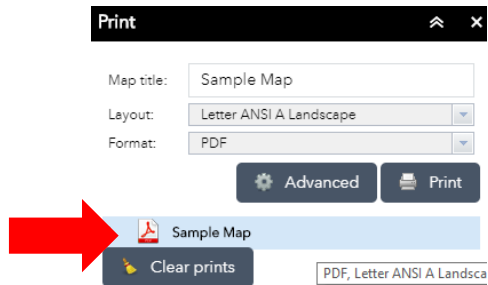
1. Zoom to the extent you wish to print your map to
2. Click the Print tool 
3. Choose either Letter ANSI A Landscape or Portrait



4. Click the Advanced button and type your name in the Author box and change the DPI to 300



5. Click Print 
6. After your map is created, click on it to open
7. Save your map



8. With your web browser open to your map, click the download button and save it to your computer.

