

# Internet Map Viewer Tips

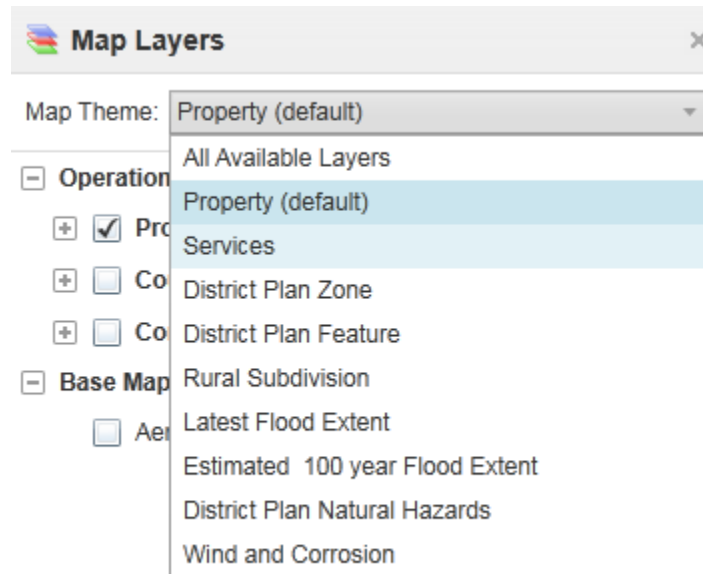
Welcome to the Kapiti Coast District Council web mapping system. The technology that we use for our maps system has been changed in August 2012. The reason for the change is that we are bringing ourselves into line with what our neighboring Councils use.

## Prerequisites

The new system requires a Microsoft Silverlight plugin. If you don't have this installed you will be prompted to download and run the Silverlight installation the first time you use it.

## Getting Started

1. Click on the link within the Council website <http://apps.egl.co.nz/?Viewer=KCDC> . The Map Viewer will open zoomed to the entire Kapiti Coast District extents.
2. Select the map which you wish to view eg. Services.

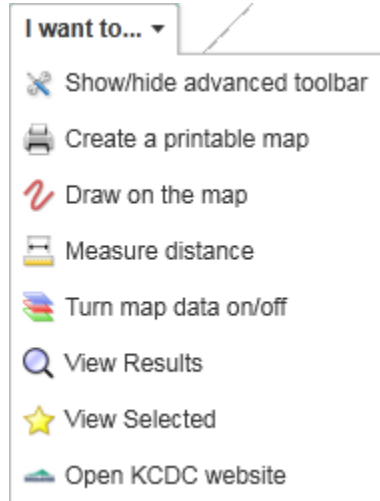


3. You can turn on Aerial Photography in the Map Layers menu.



## General Layout

1. One of the first things you may notice is the “I Want To...” menu button. This provides shortcuts to common tasks.



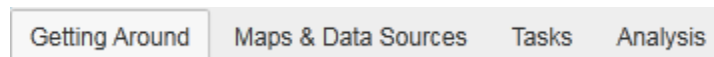
2. You can switch between the map layers and search results using the buttons on the lower left.



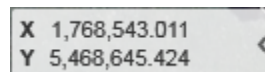
3. You can enlarge the map area by hiding the map layer or tool sections. To get them back just hit these buttons again.



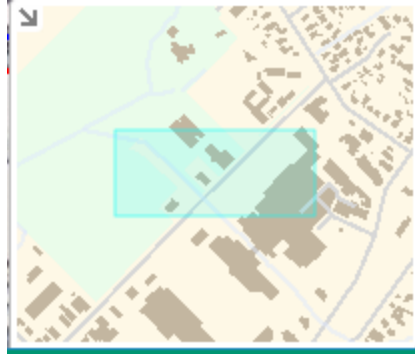
4. You can find more tools by selecting the tabs at the top of the toolbar.



5. If you need map coordinates, just expand out the coordinates section. These are in NZTM map projection.



6. You can view an overview map by expanding this out at the bottom right corner. The blue highlight box can be dragged to zoom the main map.

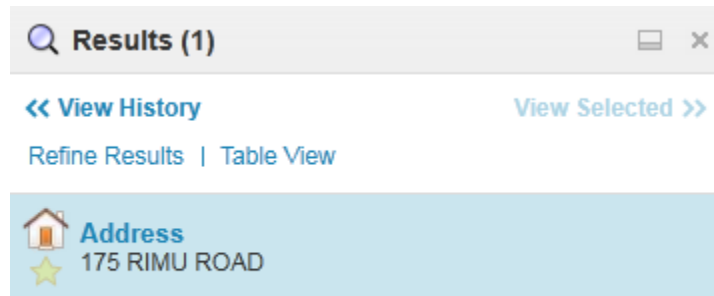


### Finding a Property

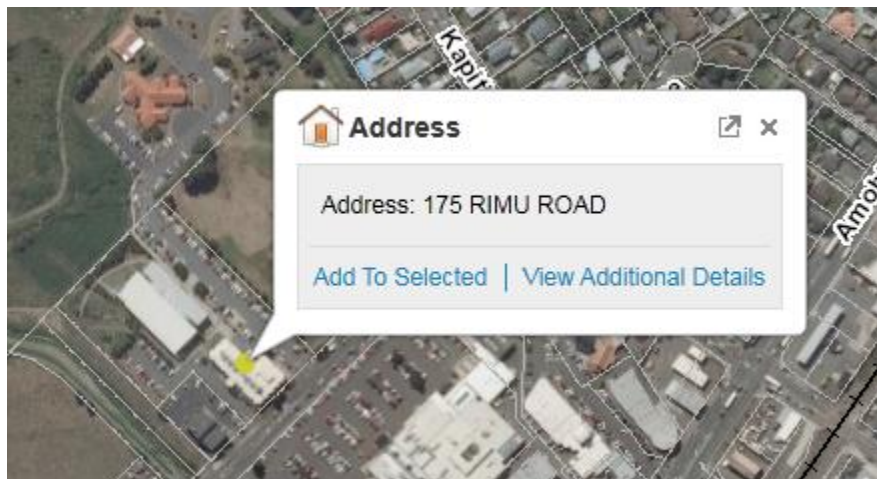
1. To get started – enter the address you wish to find in the search box



2. If your result is successful, the results will be displayed on the left hand side of the screen



3. A single click on the address (selected in blue) will pan and zoom to the selected property.

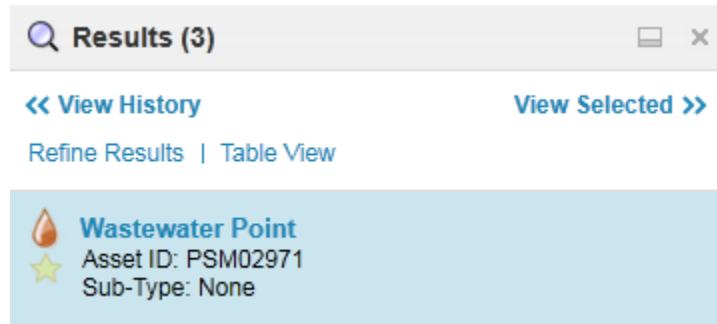


## Display Feature Attributes

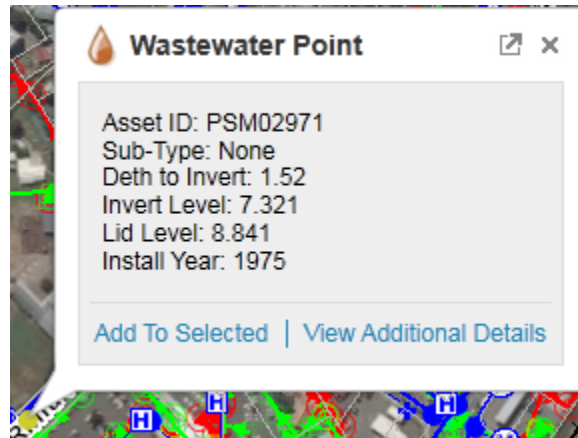
1. Zoom in close to the feature you wish to select.
2. Select a feature eg. A manhole in the “Services” section using the “Point Identify” tool.



3. Select the feature in the results section.



4. The basic details will be displayed as a popup on the map.



5. For the full details click on the blue link in the search results.

**Wastewater Point** □ ×

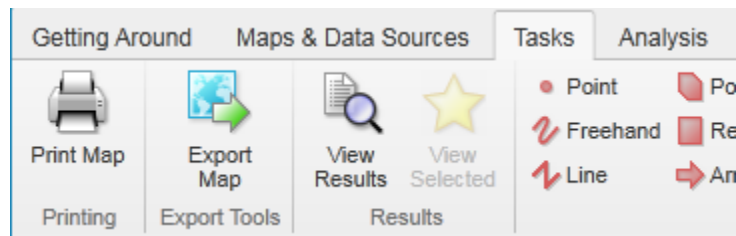
[Zoom To Feature](#) | [Pan To Feature](#) | [Copy Feature](#) | [Add To Selected](#) | [Export Feature Attachments](#)

Details **Attributes**

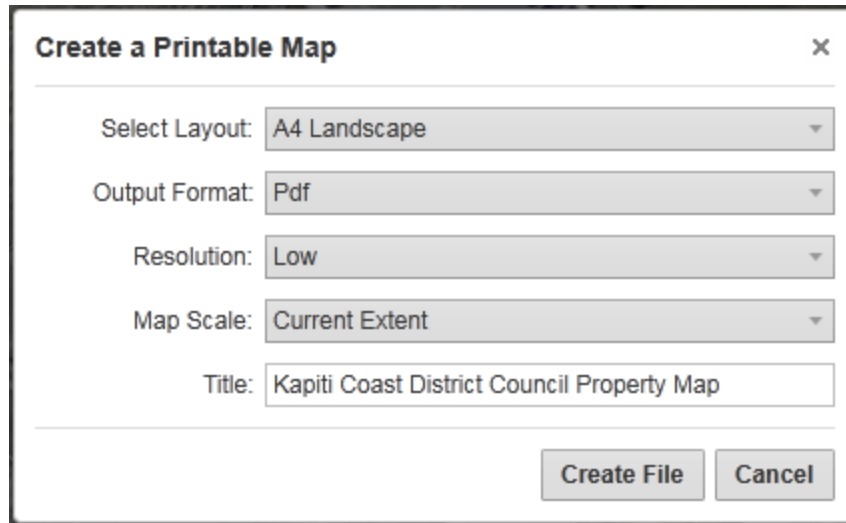
Field Name	Field Value
Asset ID	PSM02971
Type	Manhole-Shallow
Depth to Invert	1.52
Invert Level	7.321
Lid Level	8.841
Sub-Type	None

## Printing

1. Select the “Print Map” button on the Tasks tab.



2. On the “Create a Printable Map” dialog select options from the following;
  - Layout: select from A4 or A3 paper size, landscape or portrait orientation.
  - Output Format: there is one option for PDF.
  - Resolution: Low, Medium or High. This will affect the detail of the map and the corresponding file size.
  - Map Scale: you can specify a specific scale that you wish to print at.
  - Title: you can add your own map title by entering in the box provided.



**Create a Printable Map** [X]

Select Layout: A4 Landscape


Output Format: Pdf

Resolution: Low

Map Scale: Current Extent

Title: Kapiti Coast District Council Property Map

Create File Cancel

3. Select the “Create File” button.
4. Select the “Open File” button to open the PDF output.
5. To print a paper copy, select the print button on the PDF document 

## Support

For assistance or feedback you can email the GIS team at [gis@kapiticoast.govt.nz](mailto:gis@kapiticoast.govt.nz)