





MapsOnline Tips

Check out the **HELP** tab on the MapsOnline home page for detailed help on MapsOnline features.

Here are some features that will jump-start your use of MapsOnline:

- 1) Use Map Size Control  (upper right under the HELP tab) to change the size of the MapsOnline interface.
- 2) **save settings** (at the bottom of the screen) will remember your current map settings, i.e. the map size and the layers you have turned on. Next time you open up MapsOnline these settings will be in place.
- 3) Check out the Identify Feature tool . Select the tool, click on a parcel, and the **Info** tab opens up. Then click on the red parcel ID and the Assessing database information comes up. (Ownership information will be updated quarterly.)
- 4) Select the Clear Features tool  to unselect features. It will also clear tracks left by the Measure Distance tool .
- 5) The **Find By Address** and **Find by Parcel ID** functions can find a partial text string. Enter *Oak* in the Find by Address area, for example, and you will find Oak Ridge Road, Oak Street, Oakland Road, and White Oak Lane.
- 6) To see all of the symbology, expand the layer list on the **Map Layers** tab by clicking the **Expand** link. Hit **Collapse** to collapse the layer list.
- 7) Note that layers and labels are scale-dependent: some won't turn on until you are zoomed way in or out.
- 8) Print your map from the **Print** page. You can change the title, the page size, and the scale. Remember to **Refresh Map** for any changes to go into affect. You can save the map to a file as well (pdf format only).
- 9) Check out **Disclaimer** (at the bottom of the page) for more information on each map layer.