

 **Zoom Out:** Draw a box with this tool to control zoom distance. A tiny box will zoom out a great distance. A large box will zoom out a small distance. For slower zooming simply select the tool and click on the map.

 **Zoom to Full Extent:** Zooms to the full view of the map.

 **Zoom to Active Layer:** Enlarges the current display to the maximum extent of the active layer. The active layer can be changed from the drop down list of visible active layers.

 **Zoom to Last View:** Zooms to the previous view. Use this instead of the browser's 'Back' button.

 **Pan:** Drag the map to move to adjacent areas.

 **Pan North:** Pans the view in the north direction

 **Pan South:** Pans the view in the south direction.

 **Pan West:** Pans the view in the west direction.

 **Pan East:** Pans the view in the east direction.

 **Hyperlink:** Select and then click on a feature in the active layer to get extended information about the feature (available for some layers). For instance, click on a property on the City of Bryan GIS ArcIMS website to be redirected to the Brazos County Appraisal District information about that property.

 **Identify:** The Identify tool allows you to get attribute information about a feature by clicking on it. Select and then click on a feature to get basic information. The information returned will be from the active layer. Results from the Identify tool appear in the lower panel.

1. Click a layer in the legend to make it active.
2. Click the Identify button.
3. Click a feature on the map.
4. The results of the Identify are shown in the Identify Results dialog box.
5. If more than one feature is found, the features are listed in the Features panel.

 **Query:** This tool opens a dialog box at the bottom of the map where you can type in a query or use the query builder interface. The Query Builder queries features based on their attribute values. Numeric or text are acceptable search strings. You must use single quotes around values that are text strings.

The Query Builder generates a simple set of statistics. On the Select a field to get statistics dialog, you can click the Use Query Results? check box to only calculate statistics on the selected records.

The results of a query can be saved to a text file using the Save Results button. In the Save dialog box, type the name of the file with a .txt extension.

1. Click a layer in the legend to make it active.
2. Click the Query Builder button.
3. Click a field to query.
4. Click an operator to be used in the expression.
5. Click a sample value or type a value for the expression.
6. Verify that the query expression is correct.
7. Click Execute.
8. Click a field in the Display Field dropdown to only show one field in the lower panel. The results are in the lower panel.
9. Click one or many results from the lower panel.
10. Click Highlight to make the selected feature highlighted on the map.
11. Click Pan or Zoom to pan or zoom to the selected feature.

 **Find:** Click the button and type in a search string to get a list of all the features in the active layer that match. Use the asterisk as a wildcard. Results from the Find tool appears in the lower panel of the HTML Viewer.

1. Click the Find button.
2. Type any part of a word you want to find.
3. Click the layer or layers you would like to search.
4. Click Find to execute the search.
5. Click one or many results in the right panel to select them.
6. Click Pan To to pan the view to the selected feature.
7. Click Zoom To to zoom the view to the selected feature.
8. Click Close when you are done finding features.

 **Measure:** Measure distances on the map. Click the button to define the first point and then click again to define the second point. Repeat for each segment. The segment and total measures appear in the upper left corner of the map. Select another tool to end measuring.

 **Set Units:** Click the button and select a new distance unit. This will affect the scalebar, measuring, and buffering. The default value is feet.

 **Buffer:** Create a buffer around a feature. Select a feature and then click the buffer button. Enter a distance for the buffer and a layer that you want to highlight features from and then click "Buffer". A new map will be returned that shows the buffer and features that fell within it. Buffering may take some time depending on the layer you choose to highlight and your buffer distance. Check the "Display Attributes" checkbox prior to buffering to get a list of features that fall within the buffer.

 **Select by Rectangle:** Select an object by clicking once or drawing a rectangle within it. All objects in the active layer that are touched by the rectangle will be selected.

 **Select by Line or Polygon:** Select an object by choosing points and then creating a line or a polygon. All objects in the active layer touched by the line or polygon will be selected. Wait for a red dot to appear before choosing the next point.

 **Clear Selection:** Clears selected features and returns a fresh map.

 **Print:** Click this button, enter a title for your map, and click "Create Print Page". You can select different paper sizes, resolutions, and portrait or landscape. A new browser window will appear with a map layout. Use the print button on your browser to complete the print operation.

If you have any questions or require additional information, please contact the City of Bryan GIS by email or call, [Dale Kubenka](#) at 209-5473.