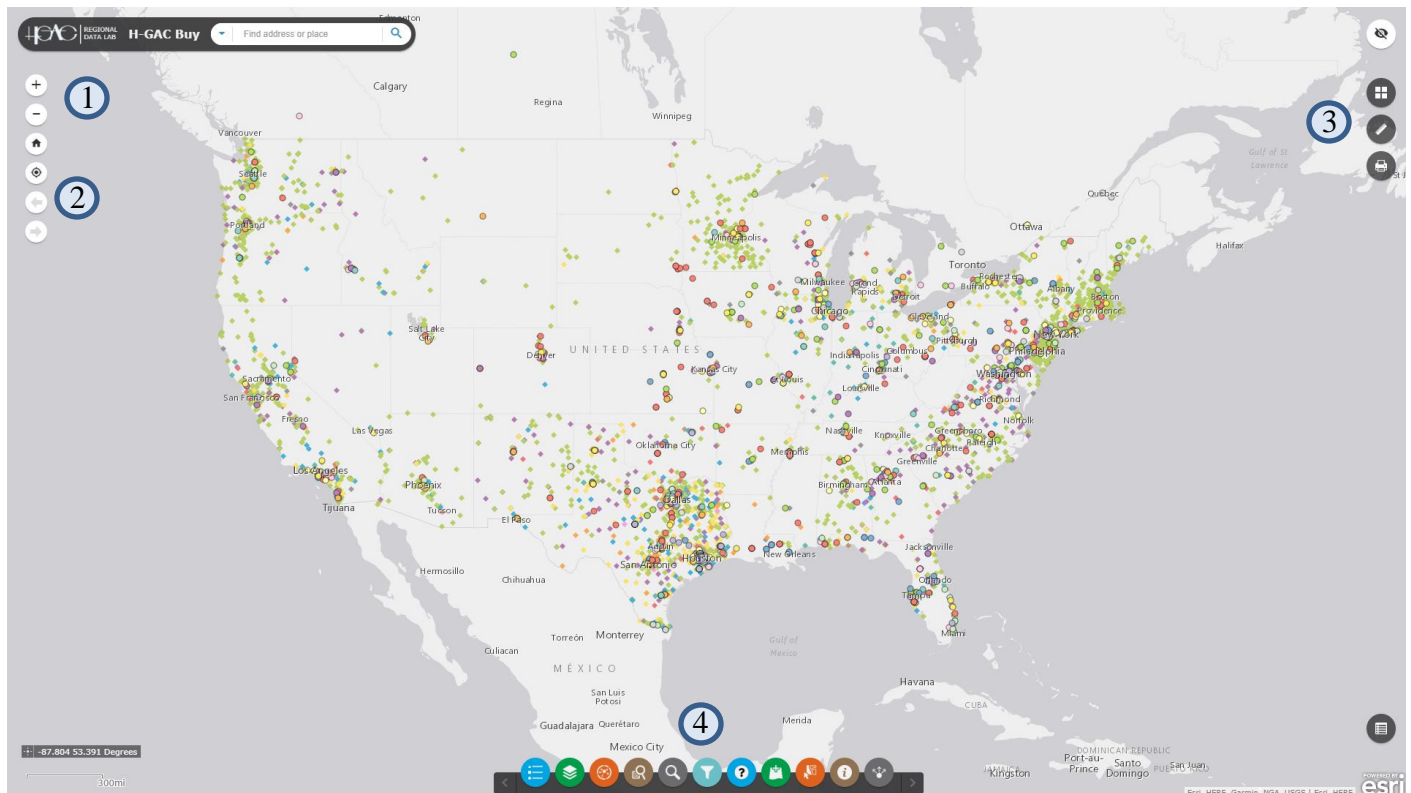


H-GAC Buy User Guide

1. Application Platform



1. Zoom in and Zoom out

2. **Default Extent and My Location** – Default Extent zooms the map out to the initial extent while **My Location** centers the map on the user's current device location. **My Location** requires additional permission by the user.

3. **Basic Widgets** – Basemap Gallery, Measurement, and Print widgets.

4. **Advanced Widgets** – There are 11 advanced widgets including Legend, Layer List, Situation Awareness, End Users Query, Vendor Query, Filter, Application Help, Add Data, Select, About, Share













2. Basic Widgets

1. Basemap Gallery

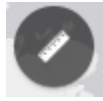


Click **Basemap Gallery** to select a different background map. There currently are 12 different background maps to choose from.

Basemap Gallery ✕

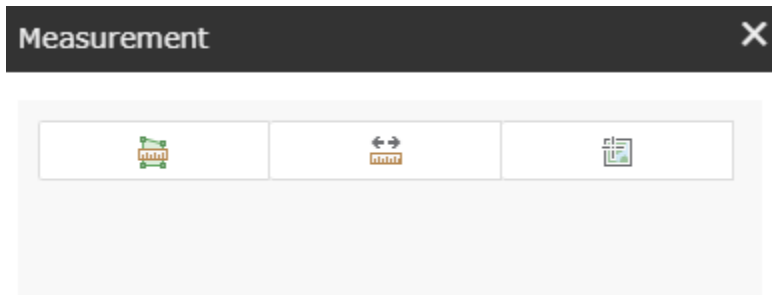
 <p>Dark Gray Canvas</p>	 <p>Imagery</p>	 <p>Imagery with Labels</p>
 <p>Light Gray Canvas</p>	 <p>National Geographic</p>	 <p>Oceans</p>
 <p>OpenStreetMap</p>	 <p>Streets</p>	 <p>Terrain with Labels</p>
 <p>Topographic</p>	 <p>USA Topo Maps</p>	 <p>USGS National Map</p>

2. Measurement

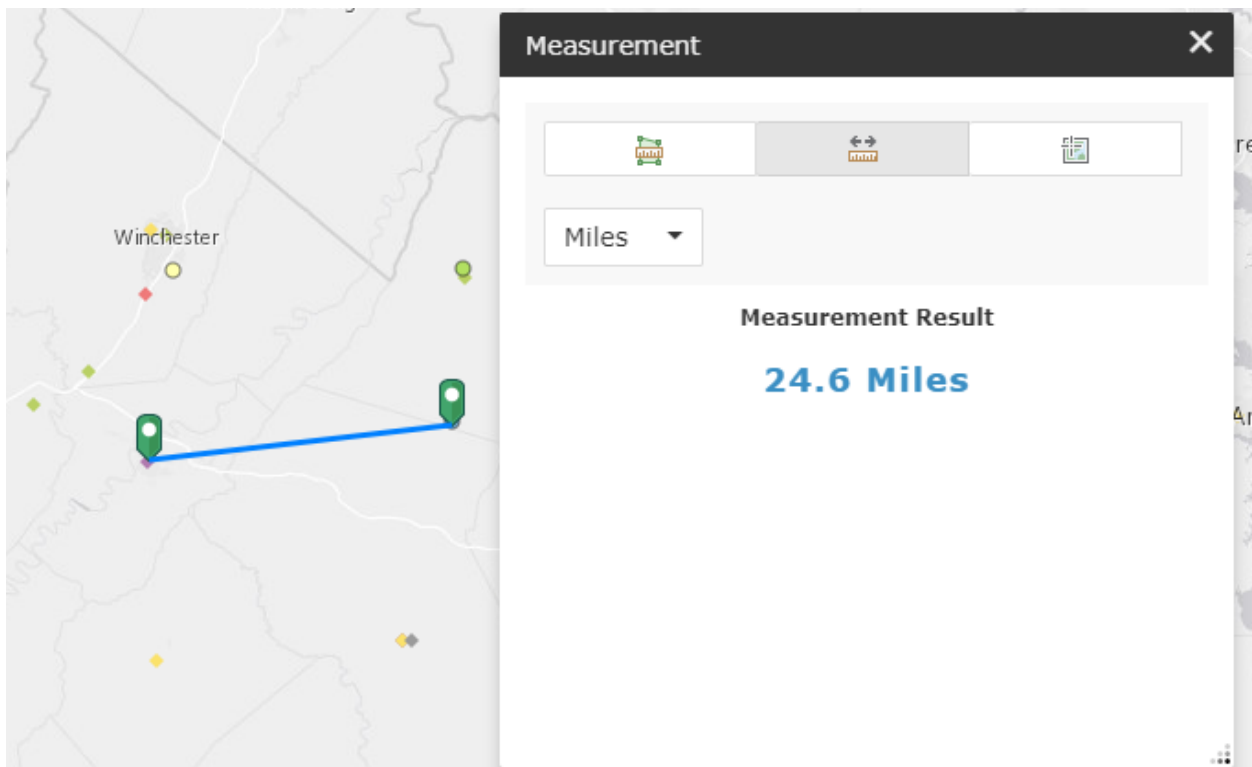


Click **Measurement** to measure area, distance, and location.

Choose one of the measurement types. After selecting the type of measurement, you can change the unit of measurement.



For **line measurements**, click on the map to start the measurement and double click to end the measurement. For **polygon measurements**, click on the map to start measuring and double click to end measuring. When using a polygon for the measurement, you must have at least 3 vertices to get a measure. For **location type measurement**, just click the map to get the Latitude/Longitude of the click.



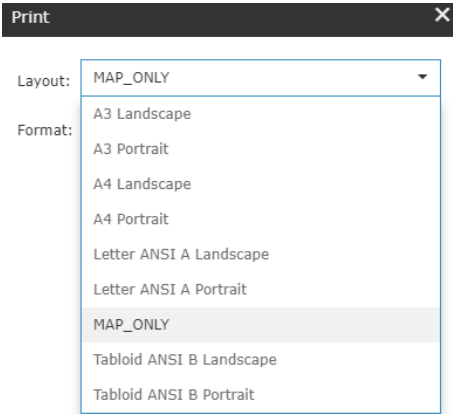
3. Print



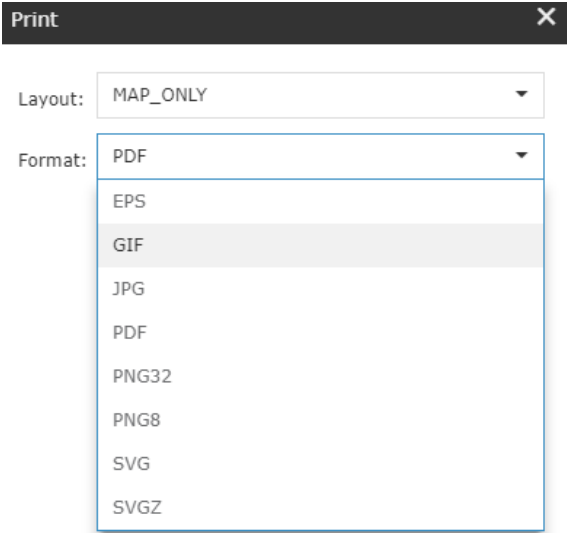
Click **Print** to open the printing options.

Click on the dropdown arrows to change the layout and format types.

Layout options:



Format options:



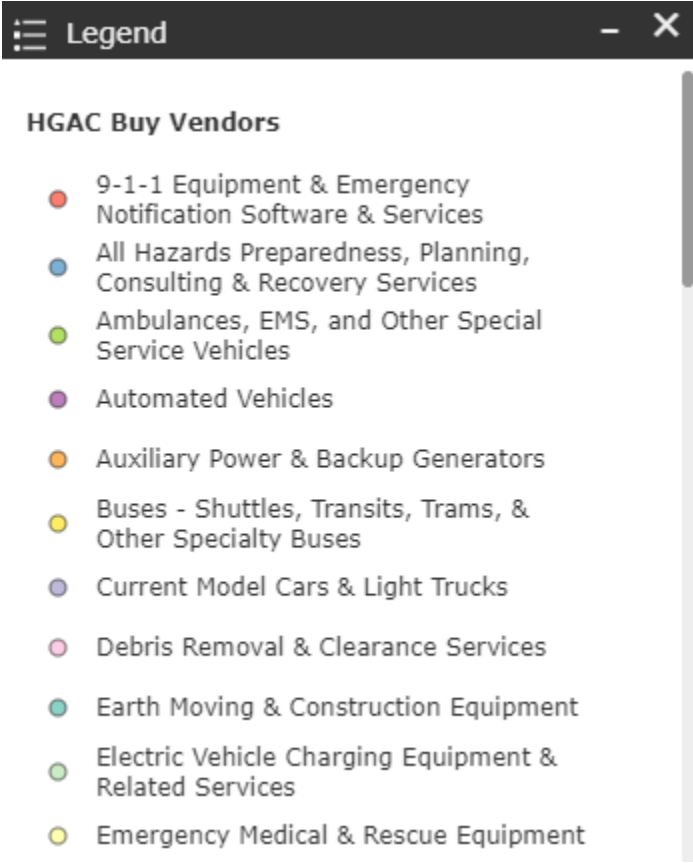
Once you've made the changes you want, click "Print" to begin downloading the map.

3. Advanced Widgets

1. Legend



Click **Legend** to see the symbology of every layer that is currently displayed on the map.



The screenshot shows a legend window titled "Legend" with a list of vendor categories under the heading "HGAC Buy Vendors". Each category is preceded by a colored circular marker.

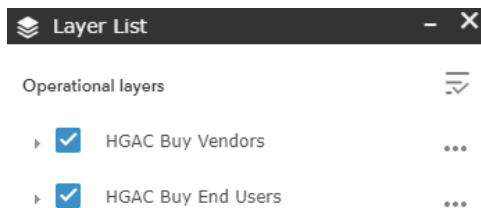
- 9-1-1 Equipment & Emergency Notification Software & Services
- All Hazards Preparedness, Planning, Consulting & Recovery Services
- Ambulances, EMS, and Other Special Service Vehicles
- Automated Vehicles
- Auxiliary Power & Backup Generators
- Buses - Shuttles, Transits, Trams, & Other Specialty Buses
- Current Model Cars & Light Trucks
- Debris Removal & Clearance Services
- Earth Moving & Construction Equipment
- Electric Vehicle Charging Equipment & Related Services
- Emergency Medical & Rescue Equipment

2. Layer List



Click **Layer List** to turn map layers on or off.

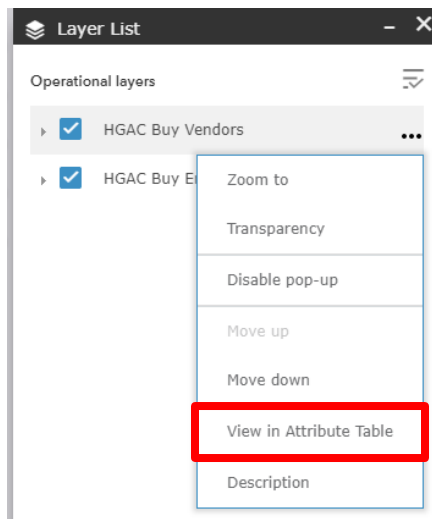
Click the checkbox next to the layer's title to turn it on or off. If you click the arrow next to the checkbox, you can display the layer's symbology.



Steps to Download Data using the Layer List widget

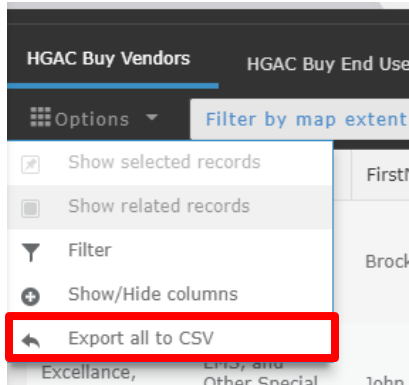
First, open **Layer List** then click on the dots icon for the layer you want to download.

Second, click **“View in Attribute Table”** to open the Attribute Table.



Third, click **“Options”** on the left-hand side of the attribute table.

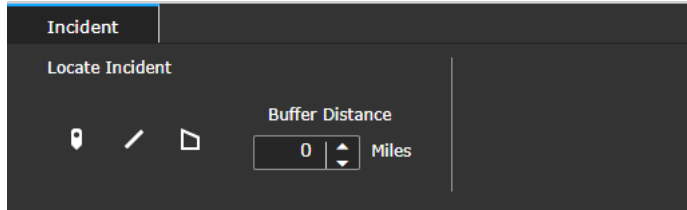
Fourth, click **“Export all to CSV”** then **“OK”** to download the data






3. Location Analysis

Click **Location Analysis**  to get detailed information for an exact area you want.

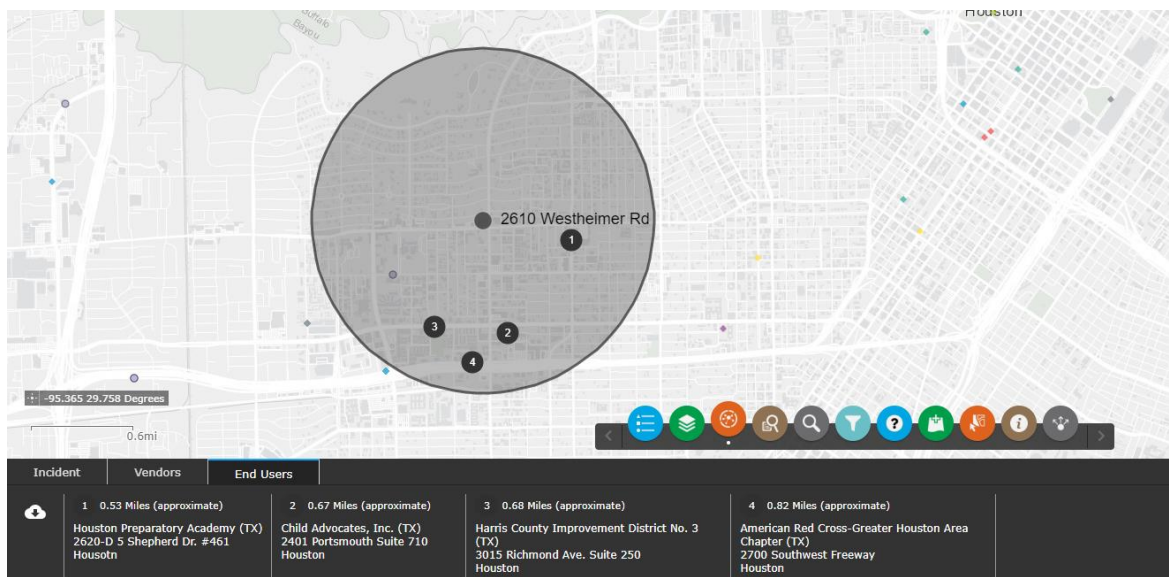
An analysis control panel appears at the bottom of the application.




There are three different methods to locate your area: **Draw Point** , **Draw Line** , and **Draw Polygon** 


Example of Drawing a Point:

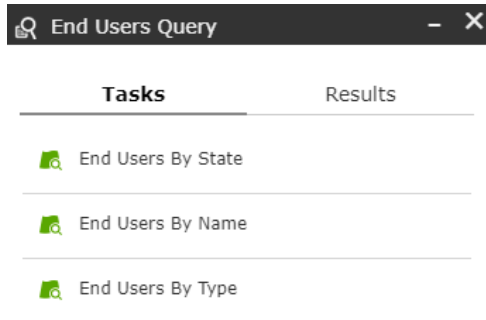
- Click the point icon.
- Click the mouse at the location you want to add a point.
- Adjust the buffer distance by clicking the arrow bar or type a specific number. (The buffer distance is 0 by default and nothing will draw until you change the distance to any other number.)
- The results will be displayed in the tabs located on top of the panel. The information will show the End Users and Vendors located within the buffer distance. The results are displayed by the proximity to the point. You can download the results by clicking the cloud on the left of the results.



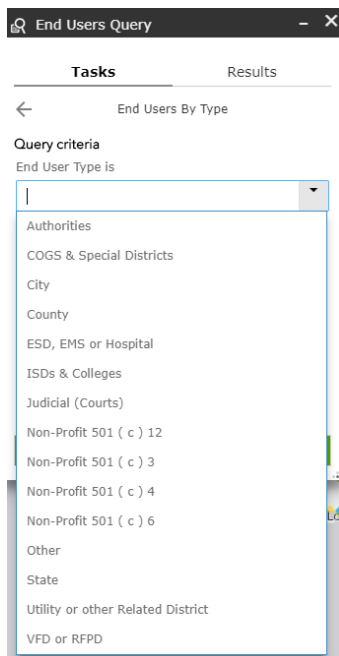
Incident	Vendors	End Users
	1 0.53 Miles (approximate) Houston Preparatory Academy (TX) 2620 D S Shepherd Dr. #461 Houston	2 0.67 Miles (approximate) Child Advocates, Inc. (TX) 2401 Portsmouth Suite 710 Houston
		3 0.68 Miles (approximate) Harris County Improvement District No. 3 (TX) 3015 Richmond Ave. Suite 250 Houston
		4 0.82 Miles (approximate) American Red Cross-Greater Houston Area Chapter (TX) 2700 Southwest Freeway Houston

4. End Users Query

Click **End Users Query**  to query the End Users layers based on State, Name, or Type.

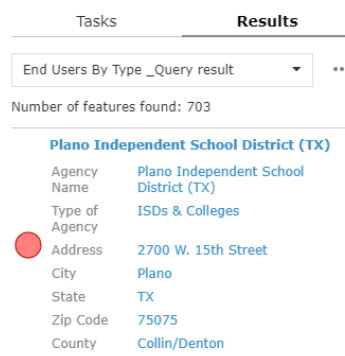


Click the type of query you want to apply then click the dropdown arrow to select the value.



After selecting the value, click **“Apply”**

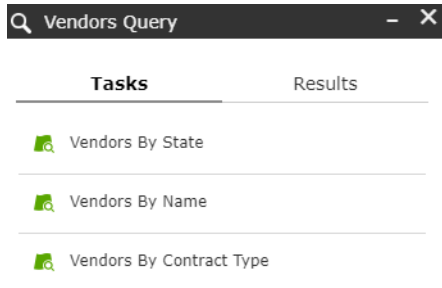
Once the query has completed, the map will zoom to the feature that matches the query and displays the attributes in the Query window.



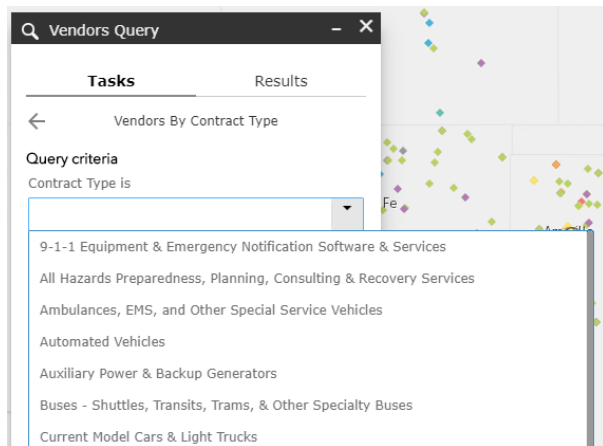
5. Vendors Query



Click **Vendors Query** to query the Vendors layers based on State, Name, or Contract Type.

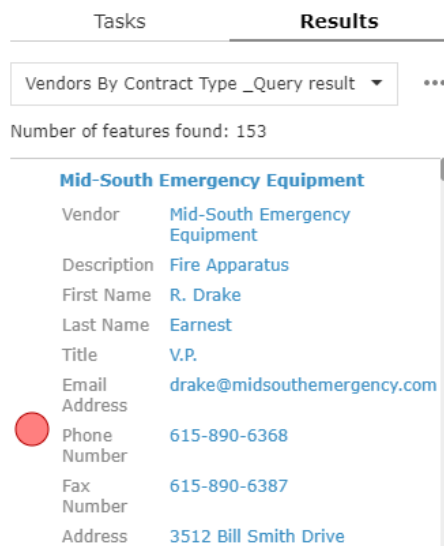


Click the type of query you want to apply then click the dropdown arrow to select the value.



After selecting the value, click **“Apply”**

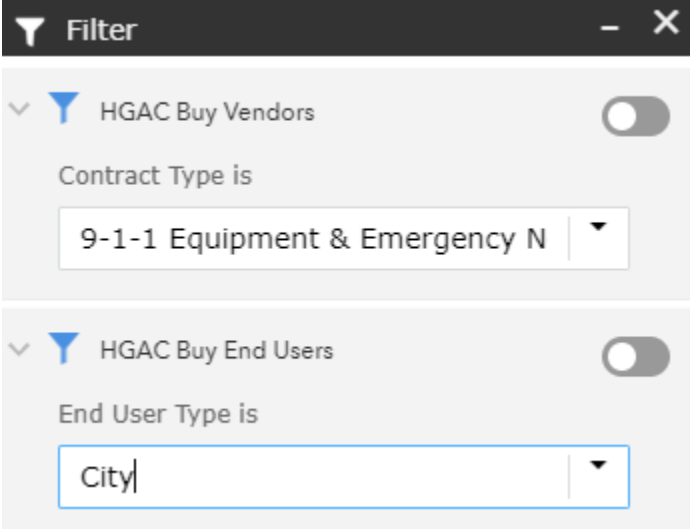
Once the query has completed, the map will zoom to the feature that matches the query and displays the attributes in the Query window.




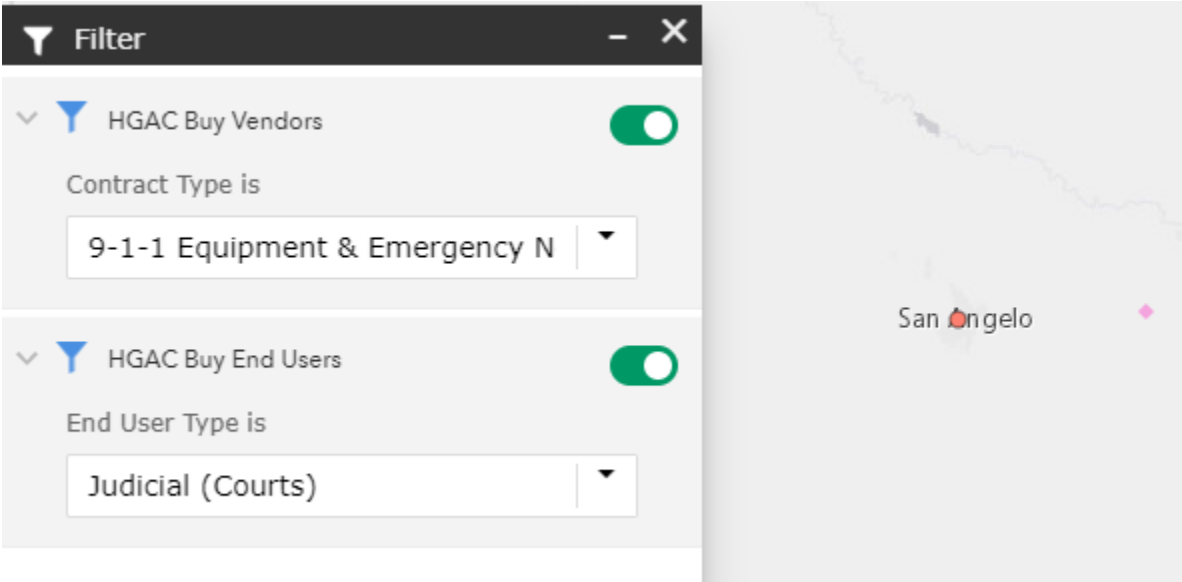
6. Filter



Click **Filter** to filter the HGAC Vendors or HGAC End Users based on type. Click the dropdown arrow to select type of Vendor or End User to filter for.



After selecting the type of Vendor or End User, click the toggle button  to apply the filter to the layer(s).

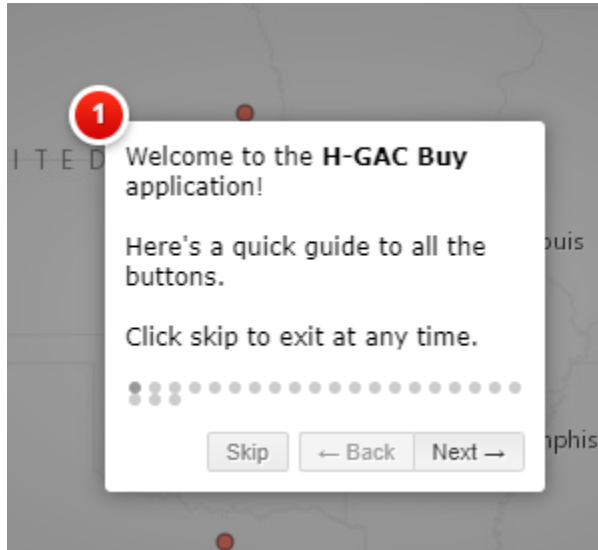


7. Application Help

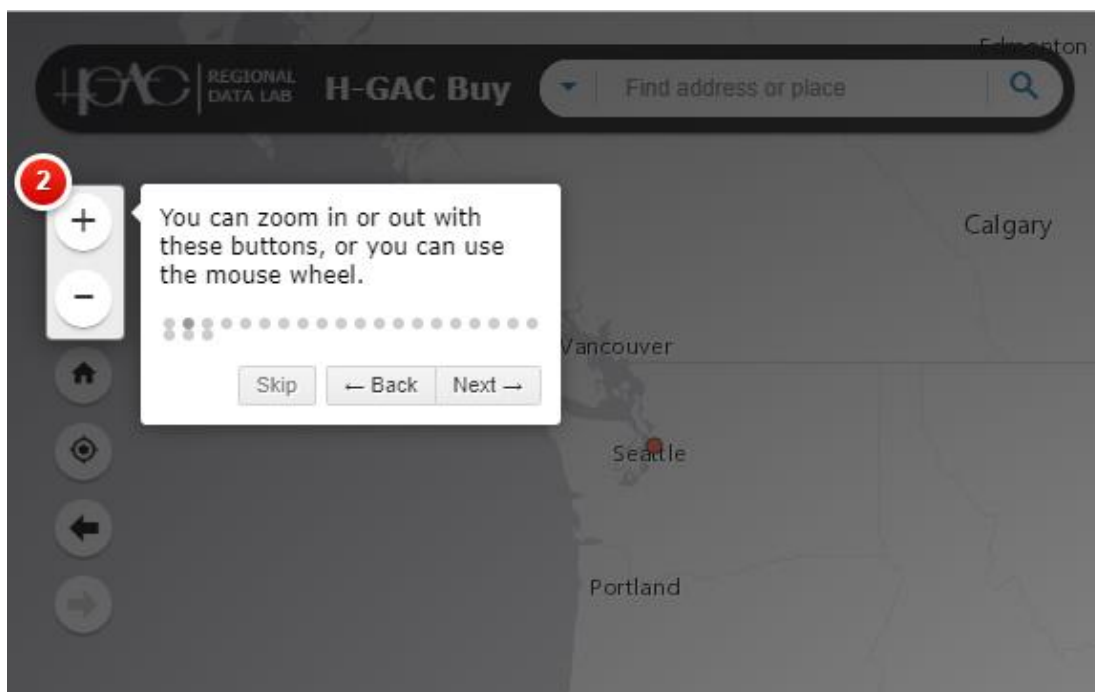


Click **Application Help** to open the help popup window.

When viewing the popup window, you'll see dots under the help description. These dots allow you to skip ahead in the help window. If you don't want to skip ahead just click "**Next**" to move on to the next dot. If you want to exit the help window, click "**Skip**" and the window will close.



After you click "**Next**", the help window will move to the button that it is giving information about.

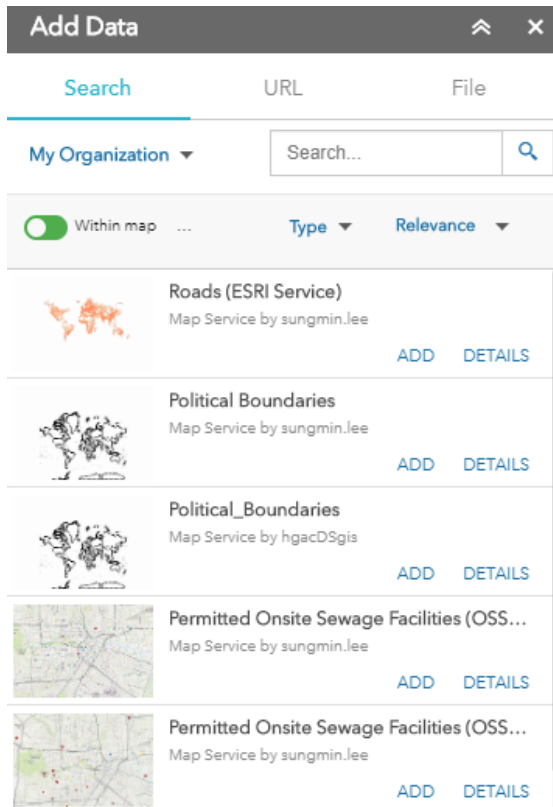


8. Add Data




Click **Add Data** to add data to the map by searching for layers in ArcGIS Online, entering URLs, or uploading local files. The type of local files acceptable are shapefiles in a zipped folder, CSV, GPX, and GeoJSON. The data that is added to the map are temporarily.

On the Search tab, type the layer you want to search and click “**Add**” on the item you want to add to the map. The added layer will also appear in the Layer List.



Click “**Remove**” to remove the layer from the map. Click “**Details**” to get more information about a layer.

By default, the search tab only searches for layers that are within the current extent of the map, but you can click  to search all layers that are hosted on ArcGIS Online.

- Click “**Type**” to search based on map service, feature service, image service, vector tile service, KML, or WMS.
- Click “**Relevance**” to sort items by relevance, title, owner, rating, views, or date

To add layers by URL, click the **“URL”** tab next to the Search tab. Choose a type and enter the URL. Click **“Add”** to add the data to the map. The added layer will appear in the Layer List. The following types are supported through entering an URL:

- ArcGIS Server Web Service
- WMS OGC Web Service
- KML
- GeoRSS
- CSV

The screenshot shows the 'Add Data' dialog box with the 'URL' tab selected. The 'Type' dropdown is set to 'WMS OGC Web Service'. The 'URL' field is empty. Below the field is a 'SAMPLE URL(S)' link and an 'ADD' button. A sample URL is provided at the bottom: `http://mesonet.agron.iastate.edu/cgi-bin/wms/nexrad/n0r.cgi?service=WMS&request=GetCapabilities`.

By clicking on Sample URL(s), you can see how the URL should be formatted for the different types.


Click **“File”** tab to upload local files. You can either drag and drop the files or you can browse to the files. As mentioned before, the supported files are zipped shapefiles, CSV, GPX, and GeoJSON. **There is a limit of 1,000 features in any supported file types.**

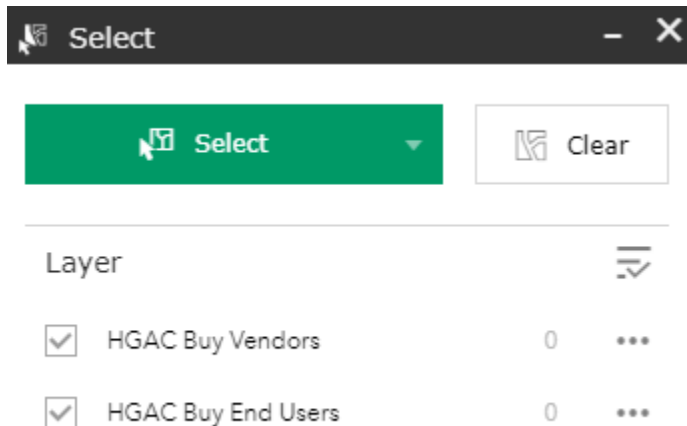
The screenshot shows the 'Add Data' dialog box with the 'File' tab selected. The 'Generalize features for web display' checkbox is checked. Below this is a dashed box containing icons for 'SHAPE FILE', 'CSV', 'KML', 'GPX', and 'GeoJSON'. Below the icons is the text 'DROP OR BROWSE' and a 'BROWSE' button.

9. Select

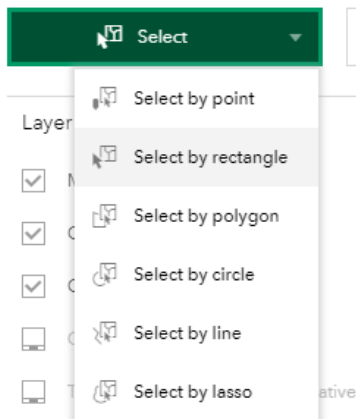


Click **Select** to select features from layers in the map.

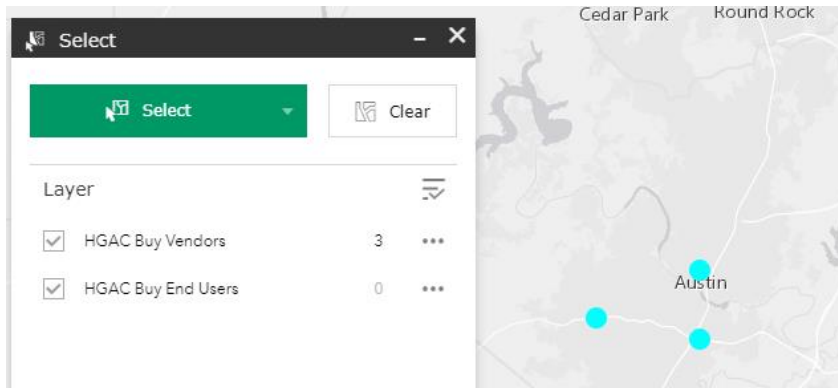
Click the checkbox of the layer you want to select. If you see this  then you need to turn the layer on from the Layer List widget.



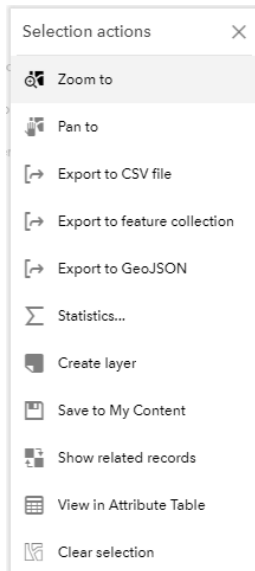
If you click the Select dropdown arrow, you can change how you select features. Select by rectangle is the default option, but the other choices include Select by point, Select by polygon, Select by circle, Select by line, and Select by lasso.



After choosing how you want to select features, draw the shape on the map to select features from the layers. The number of selected features is displayed next to the layer's name and the selected features will be highlighted on the map.



To export the selected features, click **...** next to the layer to select an action



Select **“Export to GeoJSON”**. Once the file has downloaded, go to <https://mapshaper.org/>. The website works properly with Google Chrome. Drag and drop the downloaded file or select the GeoJSON file to import. Once the file has been drawn in MapShaper, export as a shapefile.

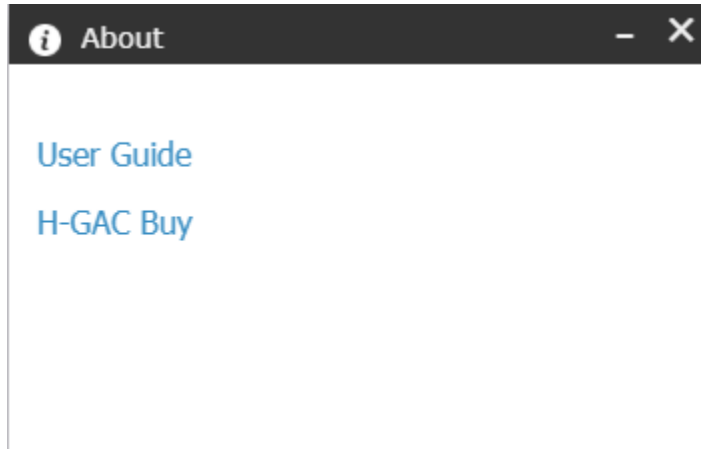
To explore more details about how to use these actions, the official instructions can be found at **“Use the Select Widget”** section from the following ESRI website:

<https://doc.arcgis.com/en/web-appbuilder/create-apps/widget-select.htm>

10. About



Click **About** to get links to the HGAC Buy website and the User Guide to the application.



11. Share



Click **Share** to open the window where you can email the application, share a link on Facebook, Twitter, or Google+

