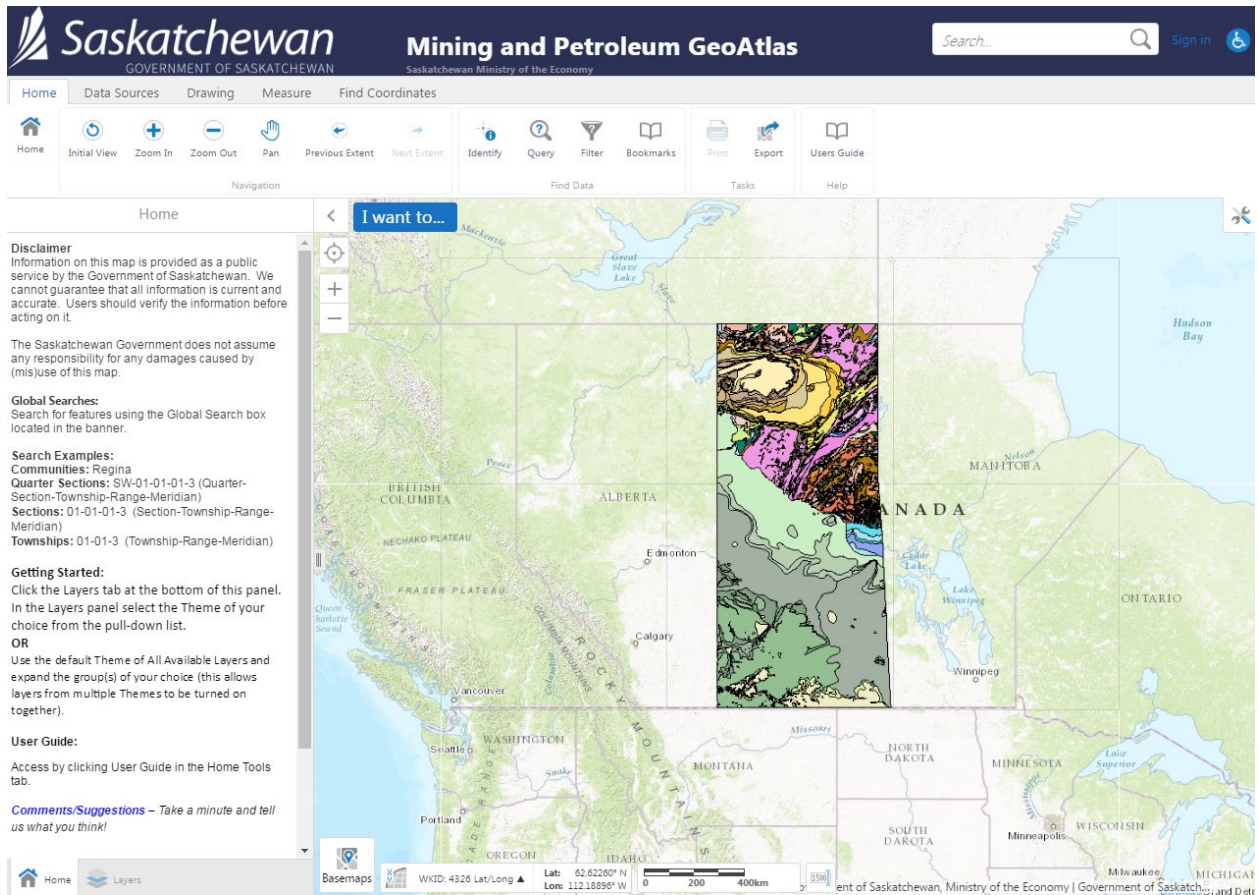


# Saskatchewan Mining and Petroleum GeoAtlas

## Web Mapping Tool User Guide



Second Edition 2018, Version 1.3  
December 2018

**Saskatchewan Mining and Petroleum GeoAtlas Web Mapping Tool User Guide  
Second Edition 2018**

Published by:  
Saskatchewan Geological Survey  
Ministry of Energy and Resources  
1945 Hamilton Street  
Regina, Saskatchewan

**ACKNOWLEDGEMENTS**

Thank you to the Ministry of Environment for providing the [SaskInteractive Users Guide](#) from which most pages were used directly to create this guide since much of the operational procedures are the same for both sites, only the contents differ.

**CONTACT**

Email: [geotlas@gov.sk.ca](mailto:geotlas@gov.sk.ca)

**COPYRIGHT**

Brand and product names mentioned in this document are trademarks or registered trademarks of their respective holders. Use of brand names does not constitute an endorsement.

Except as noted, all illustrations are copyright 2018, Government of Saskatchewan.

1.0	Introduction.....	1
1.1	Comments/Suggestions Link .....	1
1.2	User Guide Button.....	1
2.0	Accessing the Sask GeoAtlas (Disclaimer) .....	2
3.0	WELCOME TO Sask GeoAtlas! .....	3
3.1	Sask GeoAtlas Screen Overview .....	4
4.0	Search Box .....	5
5.0	Sask GeoAtlas – Map Layers.....	7
5.1	Accessing and Selecting Map Layers .....	7
5.2	Accessing Metadata and Downloading Shapefiles/Geodatabases .....	9
5.3	Data Sources Tab – Upload Data.....	10
6.0	Map Window Tools.....	13
6.1	“I want to...” menu .....	13
6.1.0	I want to...Sign In.....	13
6.1.1	I want to...View the home panel.....	14
6.1.2	I want to...Find data on the map.....	15
6.1.3	I want to...Change visible map layers.....	16
6.1.4	I want to...Return to initial map extent.....	16
6.2	Map Window Tools: Cartographic Tools .....	17
6.2.1	Basemap Menu .....	17
6.2.2	Coordinates Widget .....	17
6.2.3	Scale Input Box.....	17
6.2.4	Overview Map.....	18
6.2.5	Open toolbar .....	18
6.2.6	Zoom In/Out.....	18
6.2.7	Information Panel .....	18
7.0	Home Tab .....	19
7.1	Home .....	19
7.2	Navigation .....	19
7.3	Find Data .....	19
7.3.1	Identify .....	19
7.3.2	Identify: Enable Buffering .....	20
7.3.3	Identify: Identifiable Layers .....	21
7.3.4	Identify: Results Panel Actions.....	21
7.3.5	Extract Identified Results.....	27
7.4	Query.....	288
7.5	Filter .....	288
7.6	Print Map.....	299
7.7	Export Map.....	30

7.8	Bookmarks.....	322
7.9	User Guide.....	333
8.0	Data Sources Tab.....	<b>Error! Bookmark not defined.</b>
9.0	Drawing Tab.....	333
9.1	Draw Tools.....	333
9.2	Edit Drawings Multi-Tool.....	34
9.2.1	Edit Tool.....	34
9.2.2	Erase Tool.....	366
9.2.3	Clear Tool.....	377
9.3	Export Drawings.....	388
9.4	Snapping Tools.....	39
9.4.1	Select Snapping Layers.....	39
9.4.2	Styles.....	411
9.0	Measure Tab.....	433
10.0	Find Coordinates Tab.....	44
11.0	Using Saskatchewan REST Services.....	44

## 1.0 Introduction

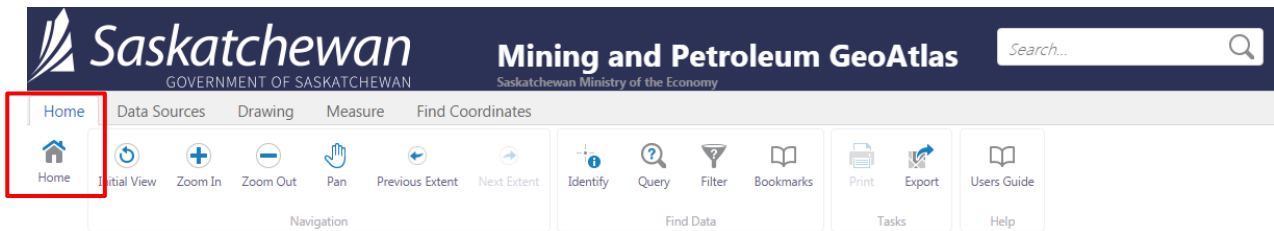
The purpose of this User Guide is to provide instruction on the use of the **Sask GeoAtlas** web mapping application (i.e., “app”).

The focus of this User Guide is on providing directions regarding the customized functions and available map layers found in this app regarding provincial environmental information. You will find navigation around the **Sask GeoAtlas** is quite easy once you familiarize yourself with the app layout and terms found in the sections that follow.

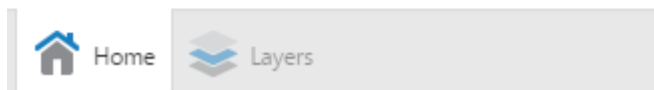
While the guide shown below is specific to using the HTML5 version in a desktop environment the functions and tools demonstrated will be similar in function when using a mobile device.

### 1.1 Comments/Suggestions Link

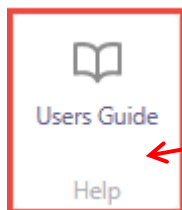
Do you have questions regarding the **Sask GeoAtlas** or are you having some technical difficulties with the app? Or do you simply want to provide feedback? Please use the **Comments/Suggestions** link on the Home panel and let us know.



[Comments/Suggestions](#) - Take a minute and tell us what you think!



### 1.2 User Guide Button



To access the User Guide, click **User Guide** from the **Home** tab ribbon.

## 2.0 Accessing the Sask GeoAtlas (Disclaimer)

Home

### Disclaimer

Information on this map is provided as a public service by the Government of Saskatchewan. We cannot guarantee that all information is current and accurate. Users should verify the information before acting on it.

The Saskatchewan Government does not assume any responsibility for any damages caused by (mis)use of this map.

1. Open an internet web browser.
2. Enter the URL for the **Sask GeoAtlas**.
3. Read the Disclaimer for the **Sask GeoAtlas**.

### 3.0 WELCOME TO [Sask GeoAtlas!](#)

The screenshot displays the Saskatchewan Mining and Petroleum GeoAtlas web application. At the top, the header includes the Saskatchewan Government logo, the title "Mining and Petroleum GeoAtlas", a search bar, and a "Sign in" button. Below the header is a navigation menu with tabs for "Home", "Data Sources", "Drawing", "Measure", and "Find Coordinates". A secondary toolbar contains icons for "Home", "Initial View", "Zoom In", "Zoom Out", "Pan", "Previous Extent", "Next Extent", "Identify", "Query", "Filter", "Bookmarks", "Print", "Export", and "Users Guide".

The main content area is divided into a left sidebar and a central map. The sidebar contains a "Disclaimer" section, a "Global Searches" section, "Search Examples" (listing Communities, Quarter Sections, Section-Township-Range-Meridian, and Townships), a "Getting Started" section, and a "User Guide" section. The central map shows a geographical view of Western Canada, with a detailed inset map of the Saskatchewan region. The map includes labels for provinces (British Columbia, Alberta, Saskatchewan, Manitoba, Ontario) and states (Washington, Oregon, Idaho, Montana, North Dakota, South Dakota, Minnesota, Wisconsin, Michigan). Major cities like Vancouver, Seattle, Portland, Edmonton, Calgary, and Winnipeg are marked. The map also shows geographical features like the Rocky Mountains, Fraser Plateau, and various lakes and rivers.

At the bottom of the map, there is a status bar with a "Basemaps" button, a "WKID: 4326 Lat/Long" indicator, and coordinates: "Lat: 62.62280° N" and "Long: 112.18896° W". A scale bar shows 0, 200, and 400 km. The bottom right corner of the map area contains the text "ent of Saskatchewan, Ministry of the Economy | Government of Saskatchewan, and Data".

## Home

### Disclaimer

Information on this map is provided as a public service by the Government of Saskatchewan. We cannot guarantee that all information is current and accurate. Users should verify the information before acting on it.

The Saskatchewan Government does not assume any responsibility for any damages caused by (mis)use of this map.

### Global Searches:

Search for features using the Global Search box located in the banner.

### Search Examples:

**Communities:** Regina

**Quarter Sections:** SW-01-01-01-3 (Quarter-Section-Township-Range-Meridian)

**Sections:** 01-01-01-3 (Section-Township-Range-Meridian)

**Townships:** 01-01-3 (Township-Range-Meridian)

### Getting Started:

Click the Layers tab at the bottom of this panel. In the Layers panel select the Theme of your choice from the pull-down list.

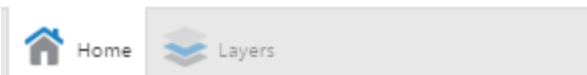
### OR

Use the default Theme of All Available Layers and expand the group(s) of your choice (this allows layers from multiple Themes to be turned on together).

### User Guide:

Access by clicking User Guide in the Home Tools tab.

[Comments/Suggestions](#) – Take a minute and tell us what you think!



## 3.1 Sask GeoAtlas Screen Overview

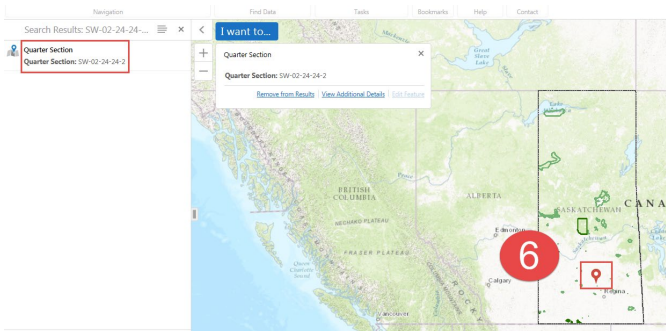
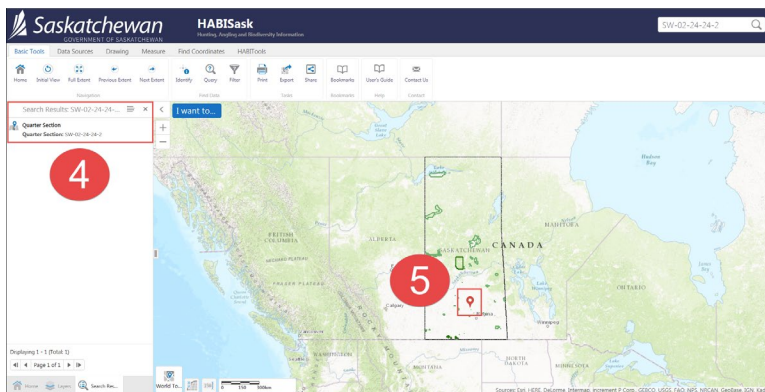
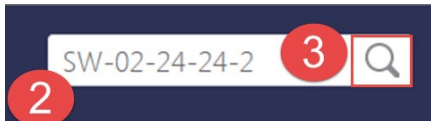
On the full **Sask GeoAtlas** application screen you will find an **Information Panel** to the left of the main map window. The Information Panel includes an **Information** tab and the **Map Layers** tab. Any results will also typically appear in the Information Panel, once queries or analyses are completed. A map of Canada, which is centred on Saskatchewan, is shown in the map window.

The Welcome information covers the following topics:

- Disclaimer
- Getting Started using the Global Search box

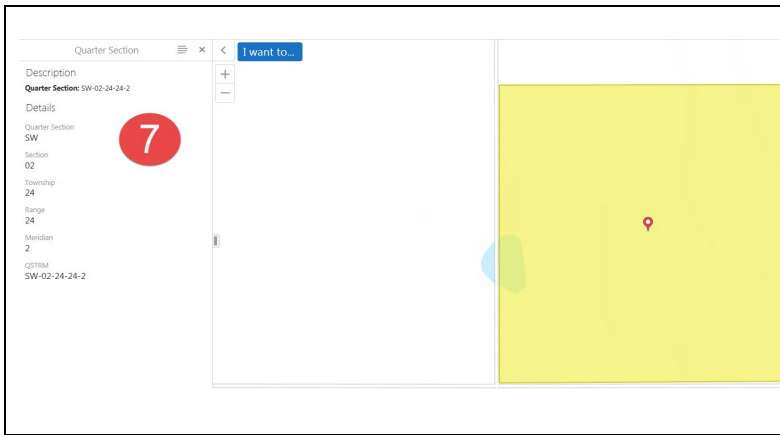


## 4.0 Search Box



The **Search Box** is a useful tool for quickly finding what you need from the map or map layer data. The Search Box is located at the top right of the **Sask GeoAtlas** map screen beside Sign In. If you wish to find a location on the map quickly (e.g., using a legal land description) the easiest way to find that location is to use the **Search Box**:

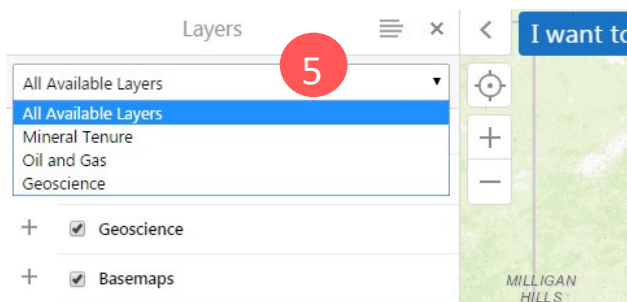
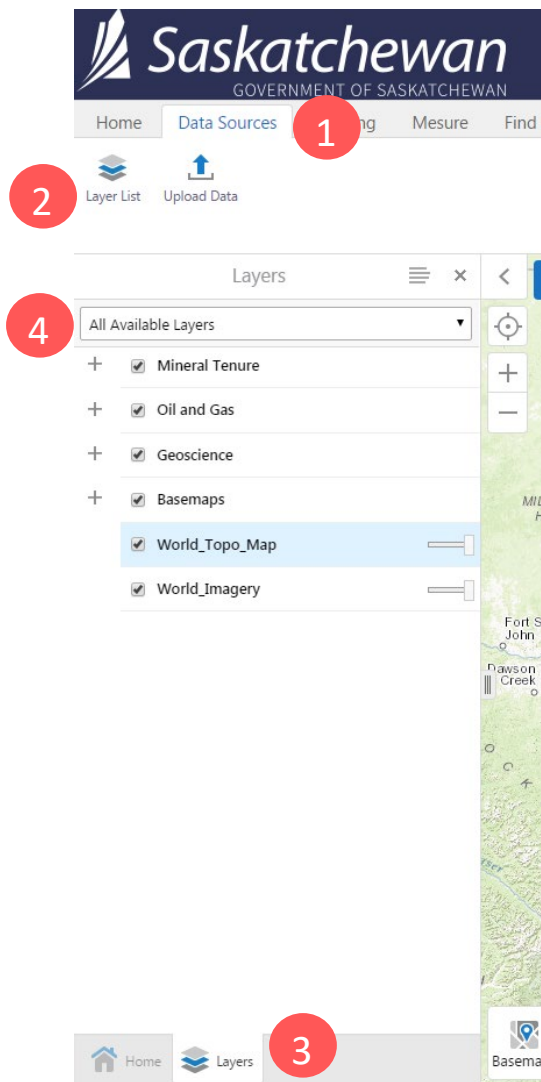
1. Click anywhere in the blank space of the **Search Box** to select.
2. Type in what you want to search (in this case we will search a legal land description SW-02-24-24-2).
3. Click the magnifying glass or press enter on your keyboard to search. Search time may vary depending on the dataset size.
4. Results of the search will show in the Information Panel to the left of the map.
5. The location that was searched will also be marked on the map.
6. Click the point on the map and select **View Additional Details** if you wish to see more information, or click on the results (they will shade light blue when selected) in the Information Panel, to bring up the same information.



7. The **View Additional Detail** dialogue window will open and the map will zoom in to the respective results area (shaded yellow).

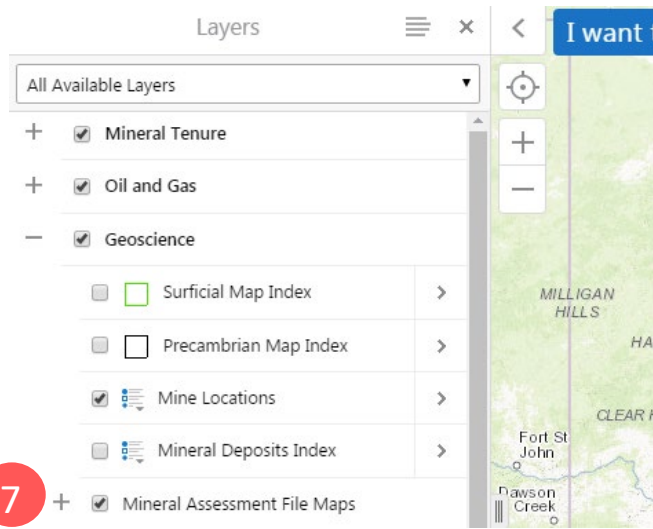
## 5.0 Sask GeoAtlas – Map Layers

Map Layers provide the information found in the **Sask GeoAtlas**. Map Layers are activated through a number of options identified in the following procedures. Metadata and the ability to download shapefile and/or geodatabase files are described.

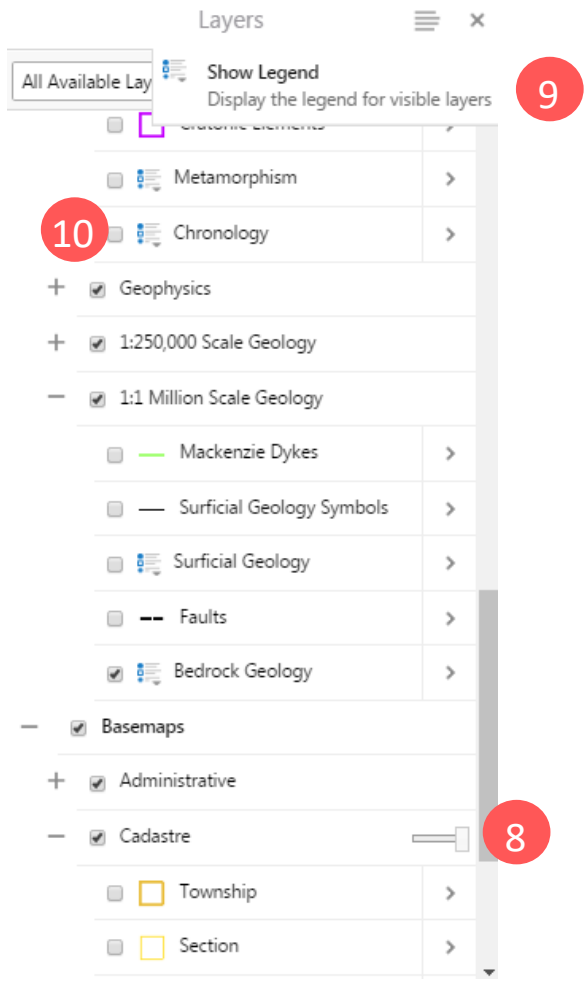


### 5.1 Accessing and Selecting Map Layers

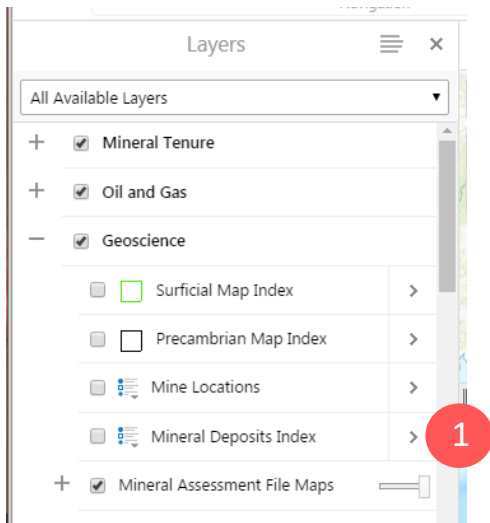
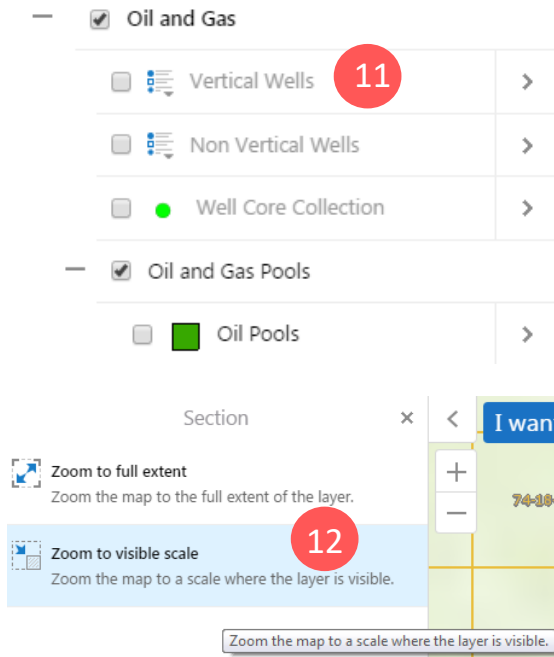
1. Click **Data Sources** tab near the top of the page.
2. Click **Layer List** from the ribbon.
3. Alternatively, click the **Layers** tab at the bottom of the Information Panel beside the “Home” tab. NOTE: All tabs that are opened will appear on the bottom tab list. **Home** and **Layers** appear by default and additional tabs are added when they are opened, such as **Results**, **Queries**, etc.
4. The app provides mapping information and tools through four themes – **All Available Layers (default)**, **Mineral Tenure**, **Oil and Gas**, **Geoscience** – based on your intended use. Select one of the Layer Themes to pre-select respective map layers to help you quickly begin. Additional map layers can also be selected in that theme. If All Available Layers theme is selected, layers from multiple themes to be turned on together.
5. Select a Layer Theme from the drop-down list.
  - **NOTE:** It may be necessary to Zoom in on the map as map resolution may cause the map layer not to appear.



6. Select additional layers on the map by clicking the checkboxes beside a map layer to either select or de-select the map layer.
7. The “+” beside a map layer means it can be expanded to show more map layers (a “-” icon means the section can be collapsed). There is a difference between the checkbox beside the group layer name and the checkbox beside the individual layers within the group. E.g., selecting the check box beside “Surface” turns on that layer within the group.



8. Some map layers have a transparency slider that can be adjusted by clicking and dragging the slider.
9. To view a legend of active map layers, select **Show Legend** from the panel actions menu.
10. To view the legend of a map layer with a legend, click on the legend information button beside the layer name.

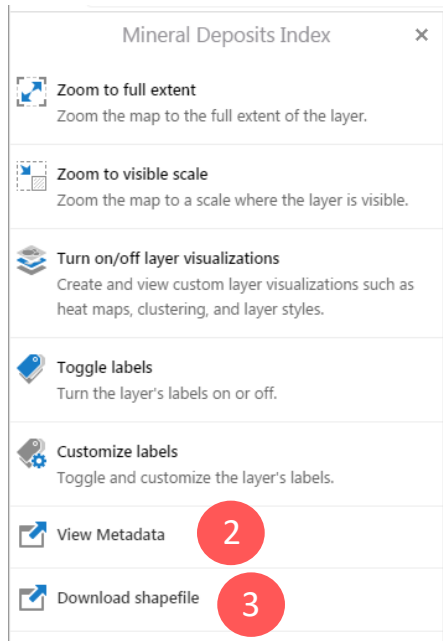


11. **Please Note:** If a map layer name appears greyed-out, it means the map is not zoomed in to a scale at which the layer is set to be visible. To see the map layer’s visible scale range, click on the map layer’s action properties arrow (or simply zoom in on the map until the layer draws).

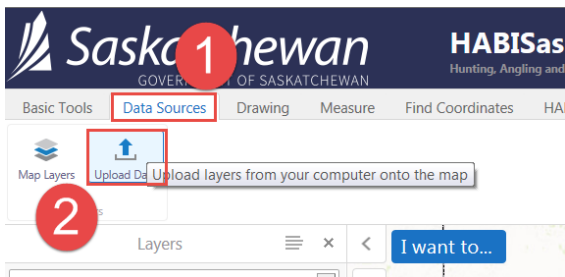
12. Click **Zoom to Visible Scale** to zoom in. The layer will no longer appear greyed out in the map layers menu.

### 5.2 Accessing Metadata and Downloading Shapefiles/Geodatabases

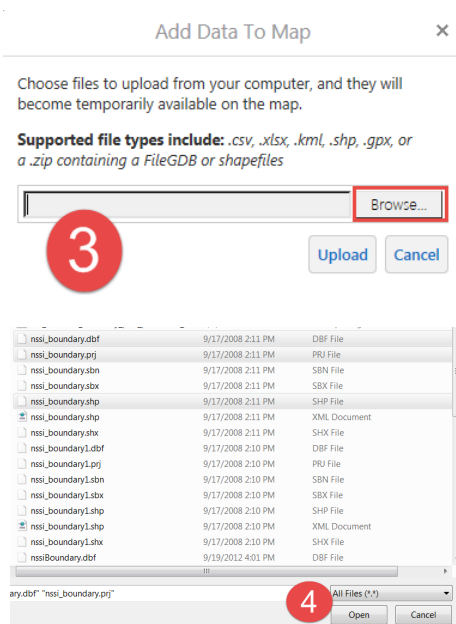
1. Click the layer action arrow beside the layer of interest.



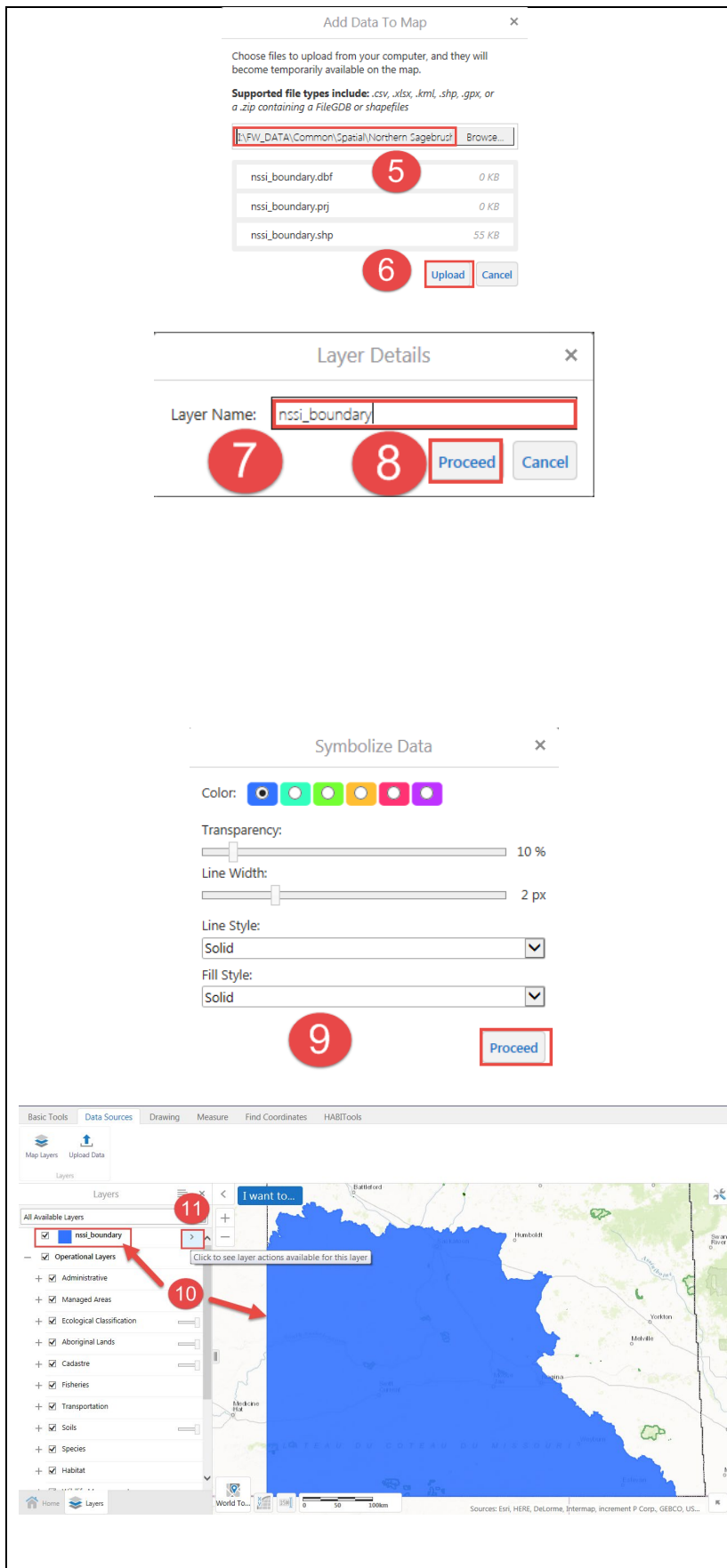
2. Click on View Metadata to view a description of the dataset.
3. Click on Download Idenile to download a zipped shapefile. (Note: some layers download a geodatabase file, which will be indicated)



### 5.3 Data Sources Tab – Upload Data



1. Click **Data Sources** from the toolbar.
2. Click Upload Data.
3. An **Add Data To Map** window will open. Choose one of the listed file types to add to your map screen. File GDB is a file geodatabase in a zipped (i.e., .zip) format. Click Browse to search your file directories for the data you wish to upload.
4. Find the folder or files to add. Press CTRL key and click each file and click Open.



○ **Note 1:** When adding a Shapefile, you must add at least the following file types: **.shp, .dbf, .prj**.

5. The **Add Data To Map** window will reappear with the file directory string in the browse window and the selected files listed (e.g., .dbf, .prj, .shp).

6. Click **Upload** to load the data from your file directory into the map in the Sask GeoAtlas.

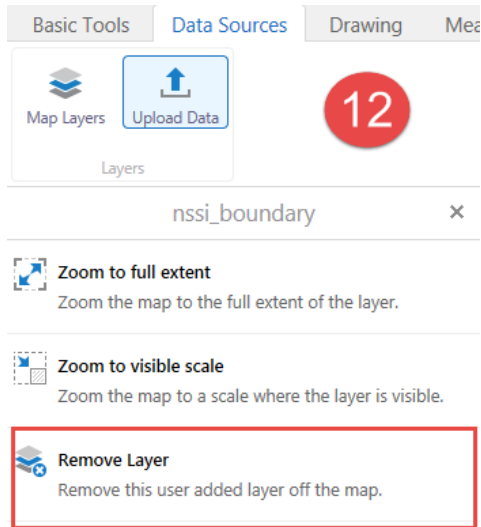
7. A **Layer Details** window will open to provide you with an opportunity to add/edit the name of the map layer you will be adding.

8. Once you have entered the **Layer Name**, click **Proceed**.

9. A **Symbolize Data** window will open providing you with the opportunity to edit the symbolization of the data you are adding. Edit the settings as you would like and click Proceed.

10. Your data will be added both to the map and to the Layers information screen.

11. To see layer actions available for the layer you just added, click the sub-menu button (shaded blue in the diagram).

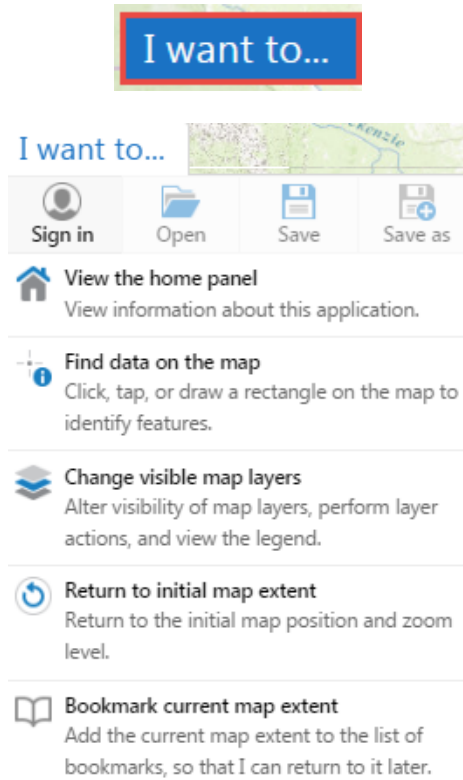


12. A dialogue window opens and provides a list of the layer actions you can select to enhance your view of the data in the map.

- **Note:** the option to **Remove Layer** from the map is available in the layer actions. When you click **Remove Layer**, the uploaded data source is removed - there is no option to cancel removal.



## 6.0 Map Window Tools

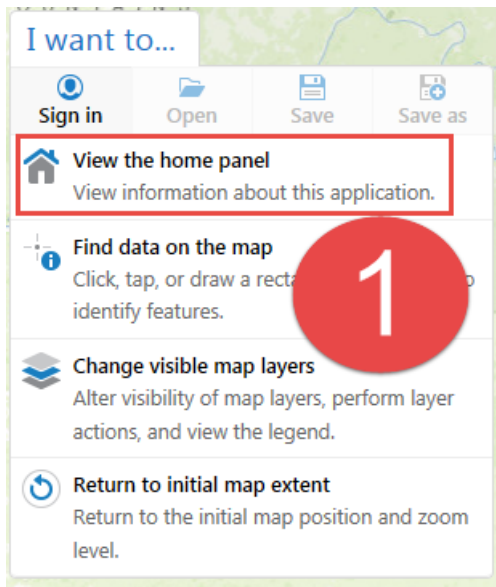


### 6.1 "I want to..." menu

On the map, in the top left corner, there is an "I want to..." menu that is blue when not selected. To expand, click on the menu and a list of quick options will be shown such as **View the home panel**, **Find data on the map**, **Change visible map layers**, etc. This menu tries to anticipate what you will want to do most often.

#### 6.1.0 I want to...Sign In

Currently not used, which also disables the open/save and save as features in html5.



### 6.1.1 I want to...View the home panel

1. Click the **View the home panel** to take you to the Information panel.

Home

**Disclaimer**  
Information on this map is provided as a public service by the Government of Saskatchewan. We cannot guarantee that all information is current and accurate. Users should verify the information before acting on it.

The Saskatchewan Government does not assume any responsibility for any damages caused by (mis)use of this map.



**Global Searches:**  
Search for features using the Global Search box located in the banner.

**Search Examples:**  
**Communities:** Regina  
**Quarter Sections:** SW-01-01-01-3 (Quarter-Section-Township-Range-Meridian)  
**Sections:** 01-01-01-3 (Section-Township-Range-Meridian)  
**Townships:** 01-01-3 (Township-Range-Meridian)

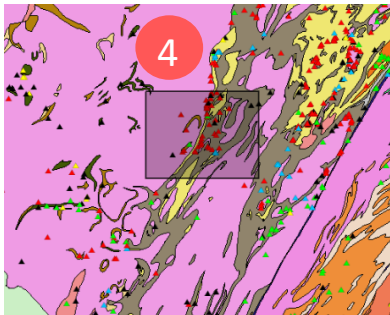
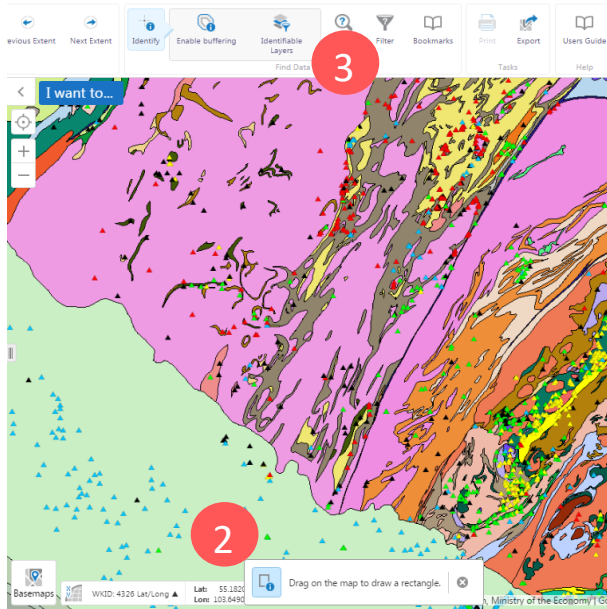
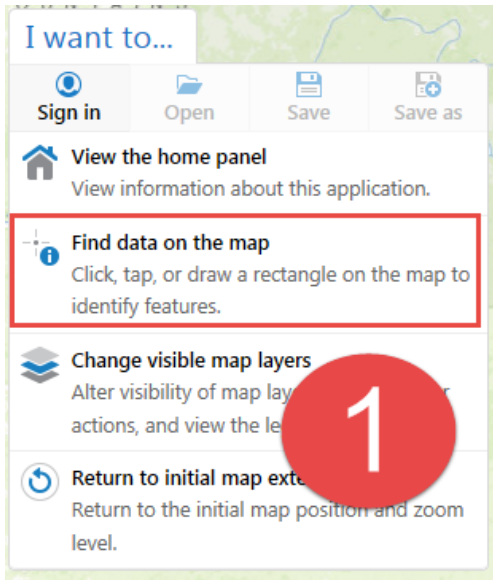
**Getting Started:**  
Click the Layers tab at the bottom of this panel. In the Layers panel select the Theme of your choice from the pull-down list.  
**OR**  
Use the default Theme of All Available Layers and expand the group(s) of your choice (this allows layers from multiple Themes to be turned on together).

**User Guide:**  
Access by clicking User Guide in the Home Tools tab.

[Comments/Suggestions](#) – Take a minute and tell us what you think!

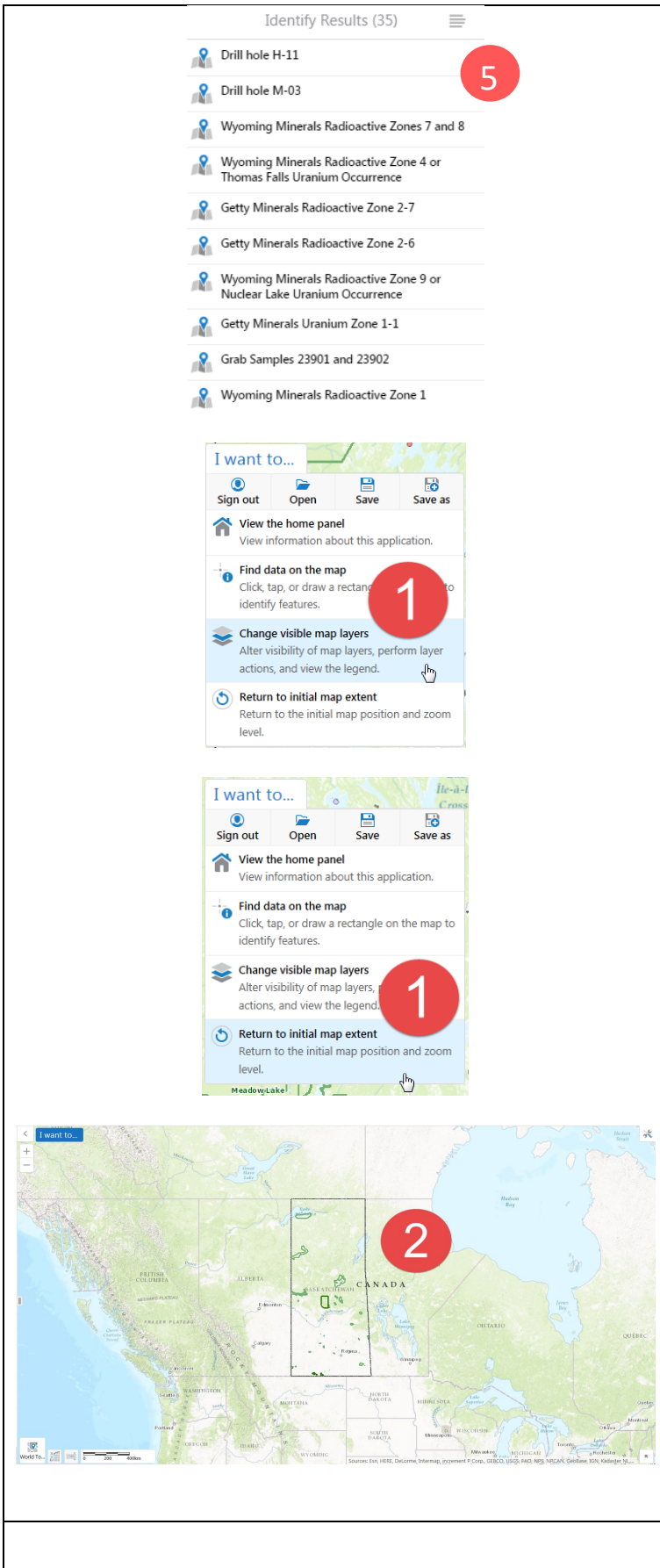
 Home
 Layers

2. The **Home** tab will open to provide you with information about the Sask GeoAtlas application.



### 6.1.2 I want to...Find data on the map

1. After opening the **I want to...** drop down menu, click **Find data on the map**. (*Layers must be turned on for data to be found*)
  
2. An instructional panel will open at the bottom of the map view directing you to draw a rectangle on the map in the area you want to learn more about.
  
3. The **Identify-Identifiable Layers** tool will also open under the Basic Tools tab which is the alternative way to access the same information for the data layers. Again, this menu tries to anticipate what you will want to do most often
  
4. Draw the rectangle on the map.



5. An **Identify Results** panel will open with results of the data layers found within the selected area.

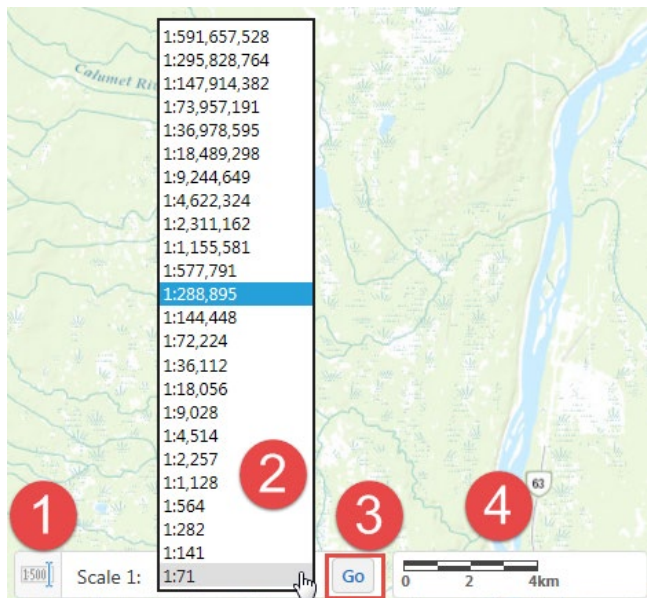
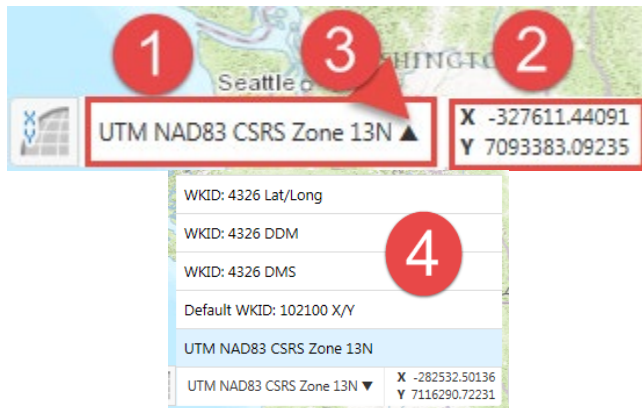
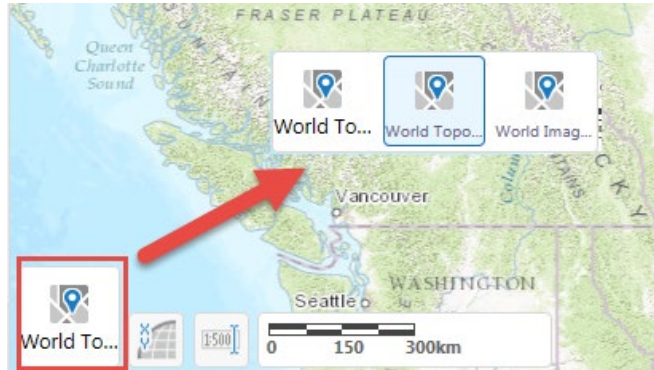
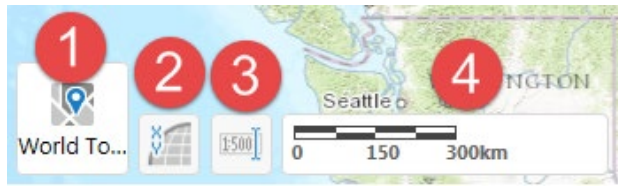
### 6.1.3 I want to...Change visible map layers

1. Click the **Change visible map layers**. This takes you to the Layers panel where you can select and de-select layers. See Section 5.1 for more details.

### 6.1.4 I want to...Return to initial map extent

1. Click on the Return to initial map extent.

2. The map will return to the initial map extent showing Saskatchewan centred in western Canada.



## 6.2 Map Window Tools: Cartographic Tools

There are four map window tools in the lower left-hand corner of the map:

1. Basemap Menu
2. Coordinates Widget
3. Scale Input Box
4. Scale Bar

### 6.2.1 Basemap Menu

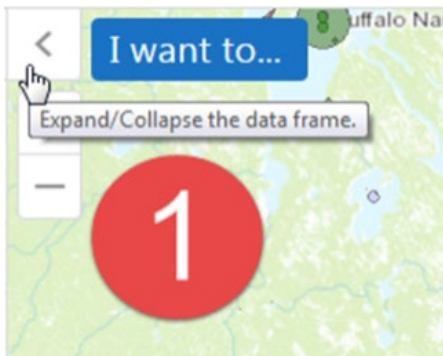
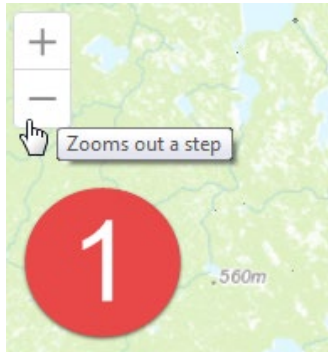
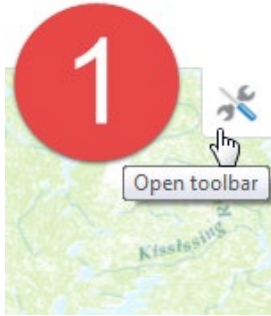
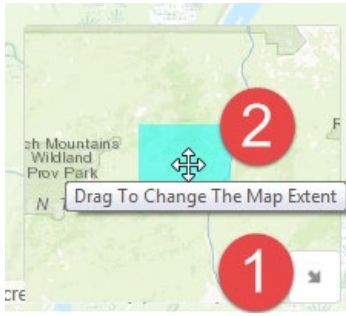
On the lower left of the map, the name of the basemap will be displayed (e.g., World Topographic Map – ESRI) - click to expand the options. From here, a new basemap can be selected.

### 6.2.2 Coordinates Widget

After clicking the **Coordinates Widget** icon, coordinate system information will be displayed; the system in the left-hand box (1) and the coordinates in the right-hand box (2). The coordinate system can be changed using the drop-down menu arrow (3) and selecting one of the coordinate system options listed (4).

### 6.2.3 Scale Input Box

1. Click on the **Scale Input Box** to open or close it.
2. The scale is shown in the **Scale input Box** and can be set using the available values in the drop down list or can be manually typed into the **Scale Input Box**.
3. Click **Go** once a scale value has been selected or manually entered.
4. The **Scale Bar** (4) will reconfigure to show the proper scale dimensions for the map.



### 6.2.4 Overview Map

The **Overview Map** provides an image of the current map view and insets it within a view of the larger map extent.

1. Click the **Overview Map** icon (arrow symbol in the bottom right corner of the map display) to open or close the **Overview Map**.
2. Click and drag the cursor on the light blue box within the Overview Map or pan/zoom within the main map display to move the extent of the **Overview Map**.

### 6.2.5 Open toolbar

1. Click the **Open toolbar** icon in the upper right-hand corner of the screen. This opens (and closes) the tool bar (i.e., Basic Tools, Analysis, etc.)

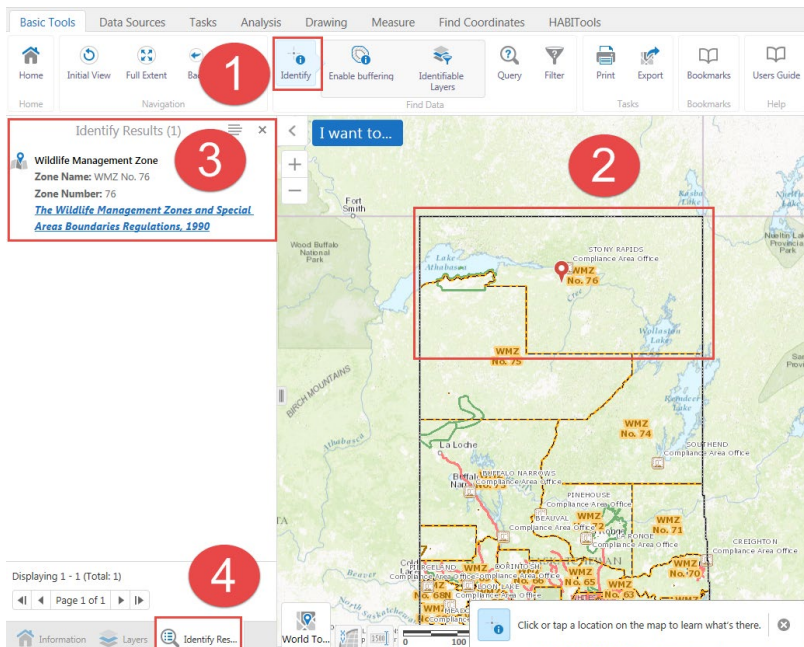
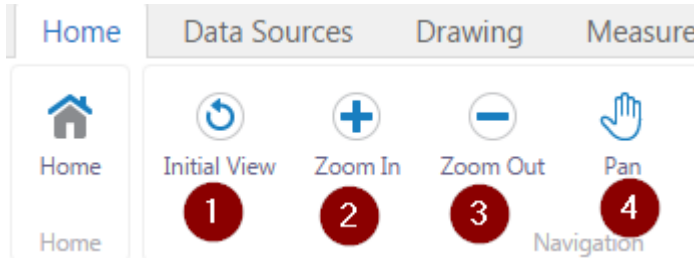
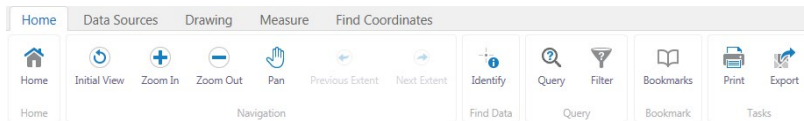
### 6.2.6 Zoom In/Out

1. Click the plus or minus icon to **Zoom in** or **Zoom out** on the map.  
**OR**  
 Click on the map display and use the scroll wheel on your mouse.  
**OR**  
 While holding the shift key on your keyboard, click and drag the mouse over an area to zoom in and centre on the selected location.

### 6.2.7 Information Panel

1. Click the **Expand/Collapse** icon to open or close the side information panel or data frame.

## 7.0 Home Tab



The **Home** tab contains many of the basic search and query tools for the app.

### 7.1 Home

1. Click **Home** and it will return to the introductory page.

### 7.2 Navigation

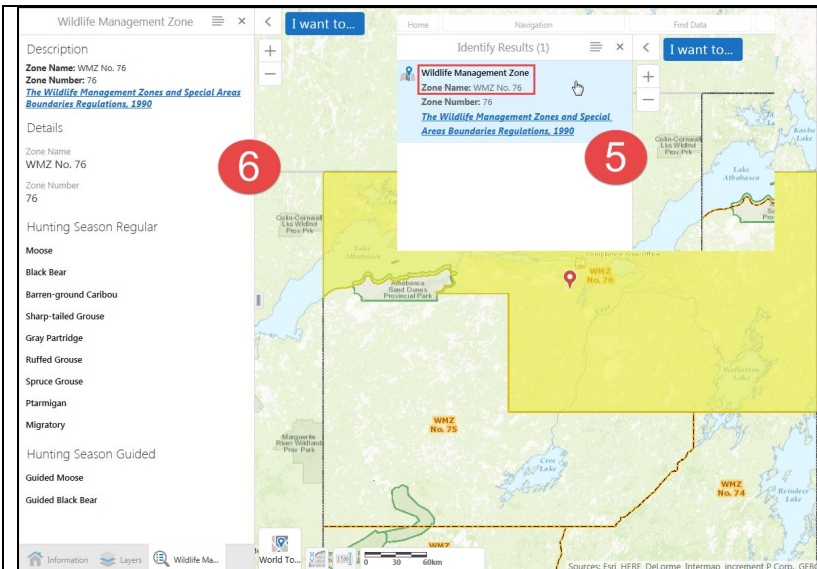
1. **Initial View** returns you to the initial position of the map.
2. **Zoom in** allows zoom control.
3. **Zoom out** allows zoom control.
4. **Pan** allows mouse pan control.

### 7.3 Find Data

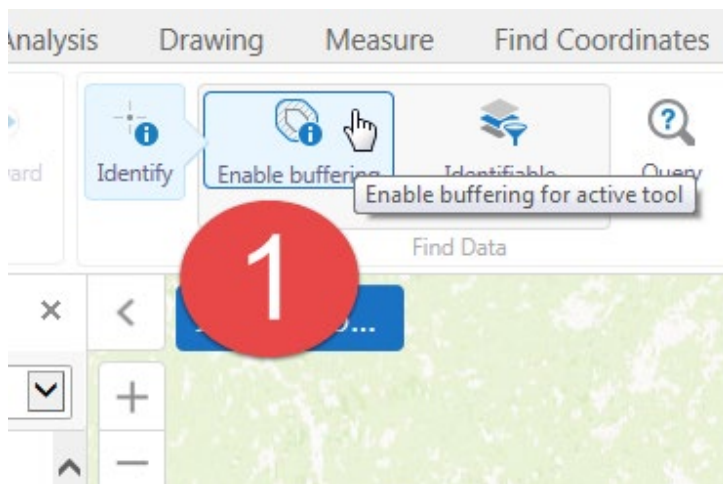
#### 7.3.1 Identify

**Identify** will show results for an area selected related to the layer being viewed. **Note that the identify tool will only show results for layers displaying on the map display. For scale-dependent layers, you must be zoomed in above the visible scale in order to identify them.** See section 5.1 for details on visible scales.

1. Click **Identify** from the Home Tools tab.
2. Select a point or an area on the map to search.
3. Results will show in the panel to the left.
4. A new **Results** tab appears on the bottom of the panel beside Map Layers; the **Results** tab can be selected at any time if it is not closed.

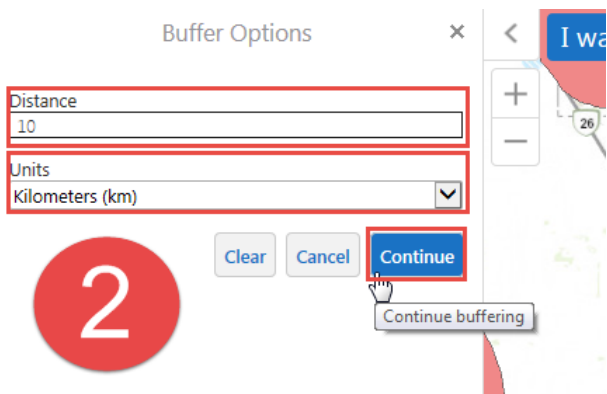


5. Click the result to view information of a given map layer.
6. An information window with additional details shows information regarding the selection.



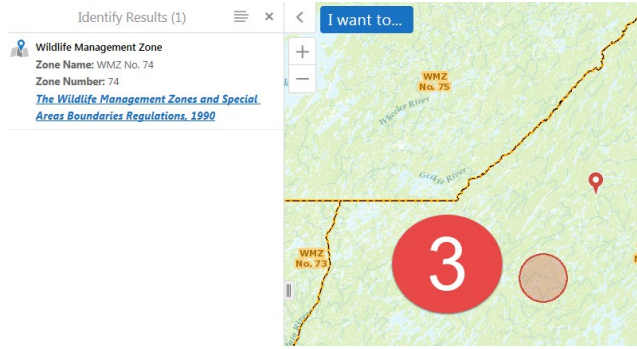
### 7.3.2 Identify: Enable Buffering

1. Click **Identify Enable Buffering** to buffer the selected area by a distance you manually enter.

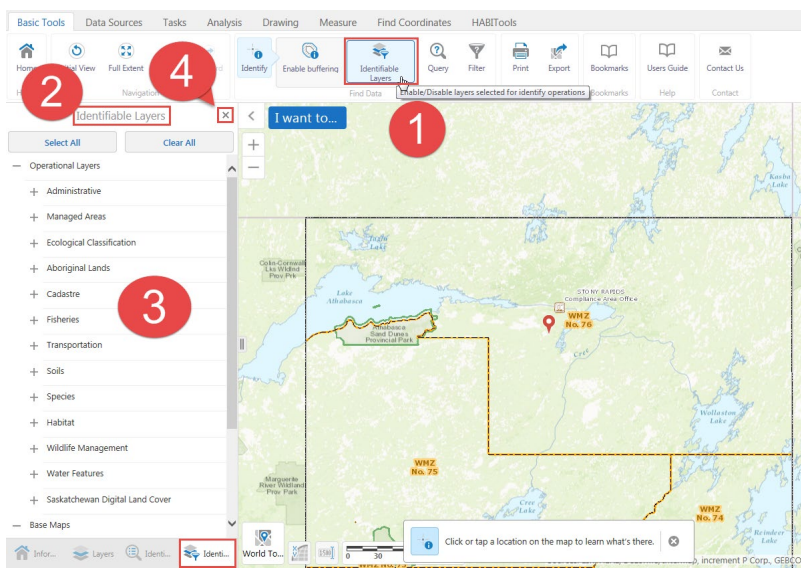


2. Enter the Distance and Unit that you would like the selection buffered by. Click **Continue**.





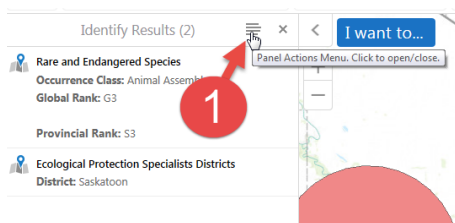
3. A buffered point will be applied to the map along with results of the point identified.



### 7.3.3 Identify: Identifiable Layers

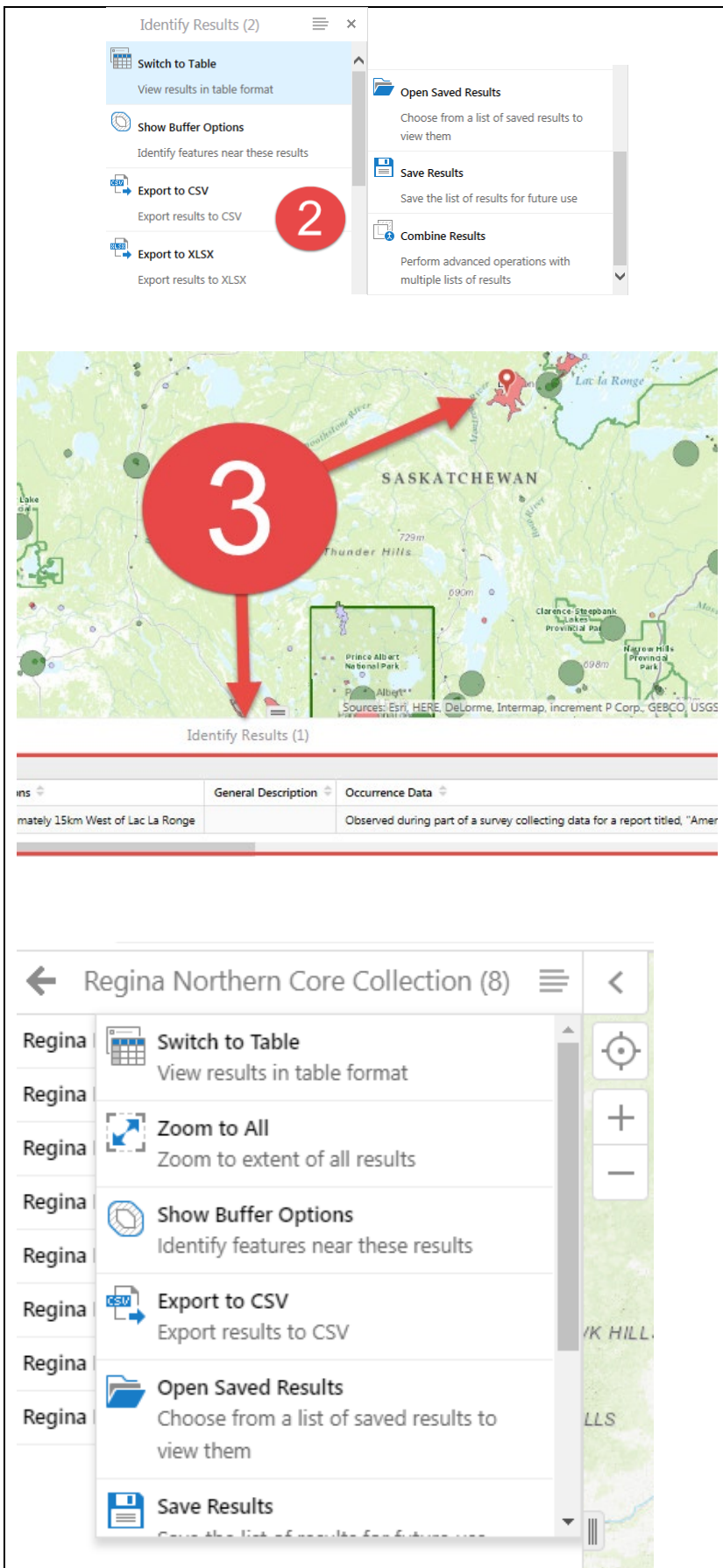
The identifiable layers tool should be used if you wish to exclude a specific map layer from appearing in future identify results, but would still like it to display on the map. Otherwise, turning the map layer off in the layers pane so that it does not display will also exclude it from being in **Identify Results**.

1. Click **Identify – Identifiable Layers** to provide a list of all map layers.
2. The **Identifiable Layers** list is found in the Information pane on the left-hand side of the app. Click the “+” to view the list of map layers under each group.
3. De-select a layer by clicking the check mark beside the layer name, or select it by selecting the empty box. If a layer has a check mark, it will only display in the results if it is also turned on in the layer pane and displaying on the map. If you wish to only have one or a few layers identifiable, select “Clear All” and then turn the desired layers on.
4. Click “x” to close the Identifiable Layers panel.



### 7.3.4 Identify: Results Panel Actions

1. After identifying a point/area on the map, an Identify Results information panel will open. Further actions can be found by selecting the **Panel Actions Menu**.



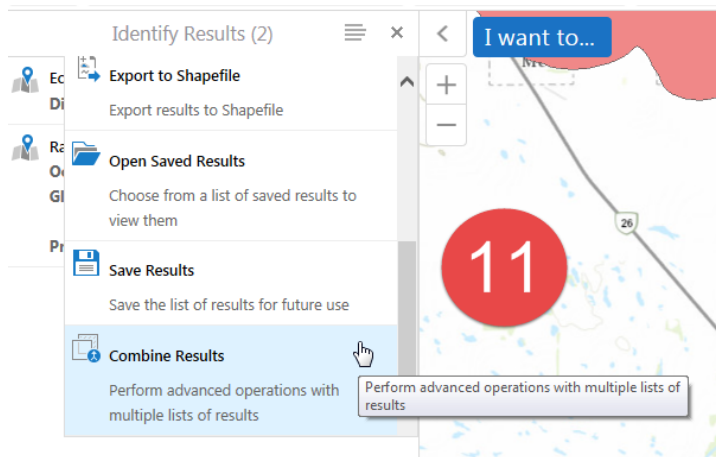
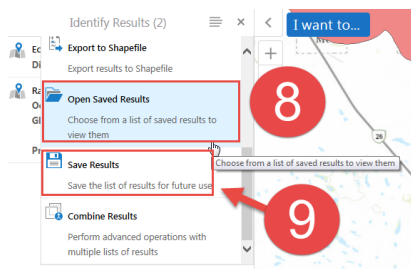
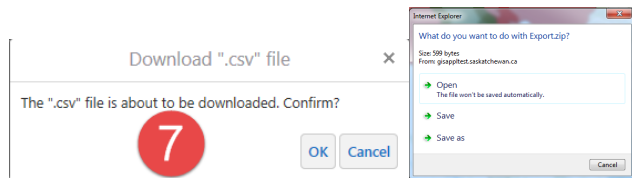
2. A **Panel Actions Menu** will drop down (menu shown side-by-side).

3. **Switch to Table** – results are provided in a table view beneath the map rather than a list view found in the information panel on the left-hand side of the map. The table can be resized by selecting the handle at the top-middle of the table and dragging up or down. ***If more than one layer was visible and selected to identify, each layer will have a separate tab in the results table.***

4. Click the Panel Actions Menu to provide the drop-down menu; click **Switch to Table** to revert back to the list view for the results.

5. **Show Buffer Options** allows you to set the distance and units for buffering and identifying around each of the result items (see Identify: Enable Buffering).

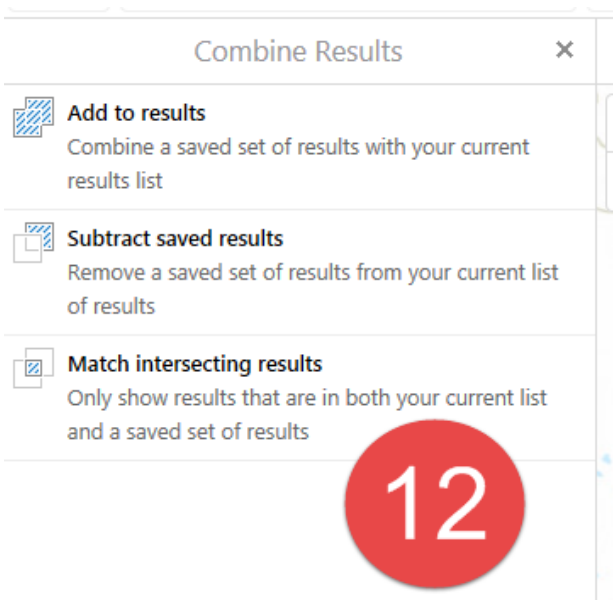
6. Click **Export to CSV** (Comma Separated Values) to export the results to your computer.



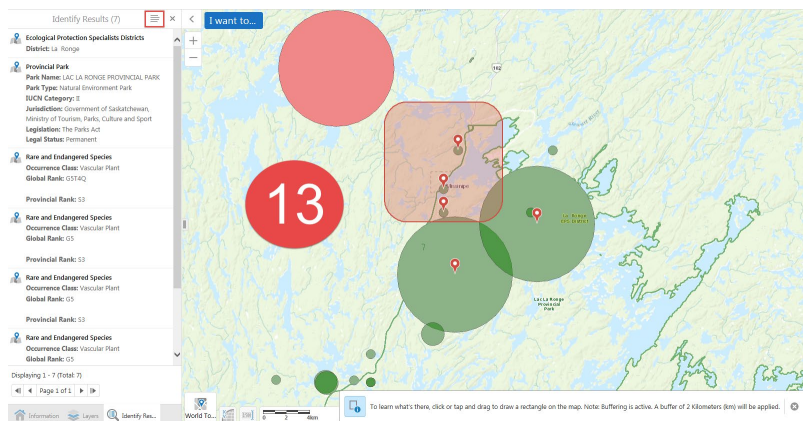
7. A **Download** window will open to confirm download. This may be followed by a dialogue window asking if you would like to “Open”, “Save” or “Save As” the file. If you have chosen to download a csv and there are multiple layers in the results, a zip file with each layer will be downloaded.
8. Click **Open Saved Results** to open a list of your saved results.
9. Click **Save Results** to save the results of your Identify efforts. Once you save your results, this option will not be available (greyed out).
10. Opening **Saved Results** provides three options:
  - a. Opening the results file;
  - b. Renaming the saved results file;
  - c. Deleting the save results file.
11. Click **Combine Results** to perform three advanced operations for multiple lists of results.

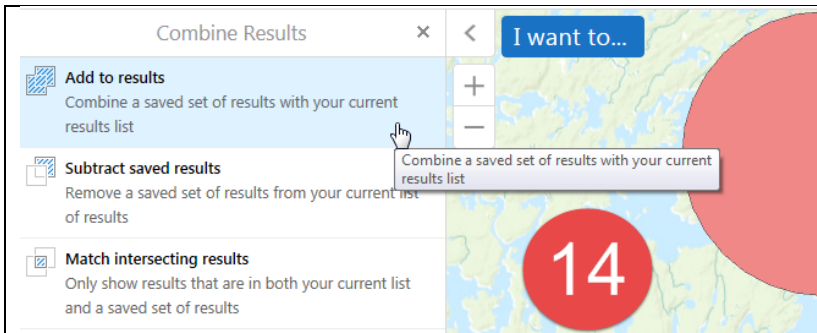
12. From the **Combine Results** sub-menu, select:

- Add to results
- Subtract saved results
- Match intersecting results

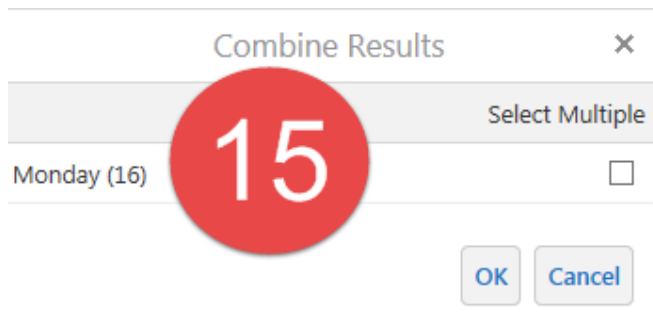


13. To **Add to results**, a set of results needs to be saved in order to add to them. To create a set of results, for this example, the Analysis function was used with a rectangular buffer of 2 km. The results can be seen on both the map and the information panel in the image. Save the results as per previous steps (i.e., steps 8-10). Click the **Panel Actions Menu** (outlined) to open the menu.

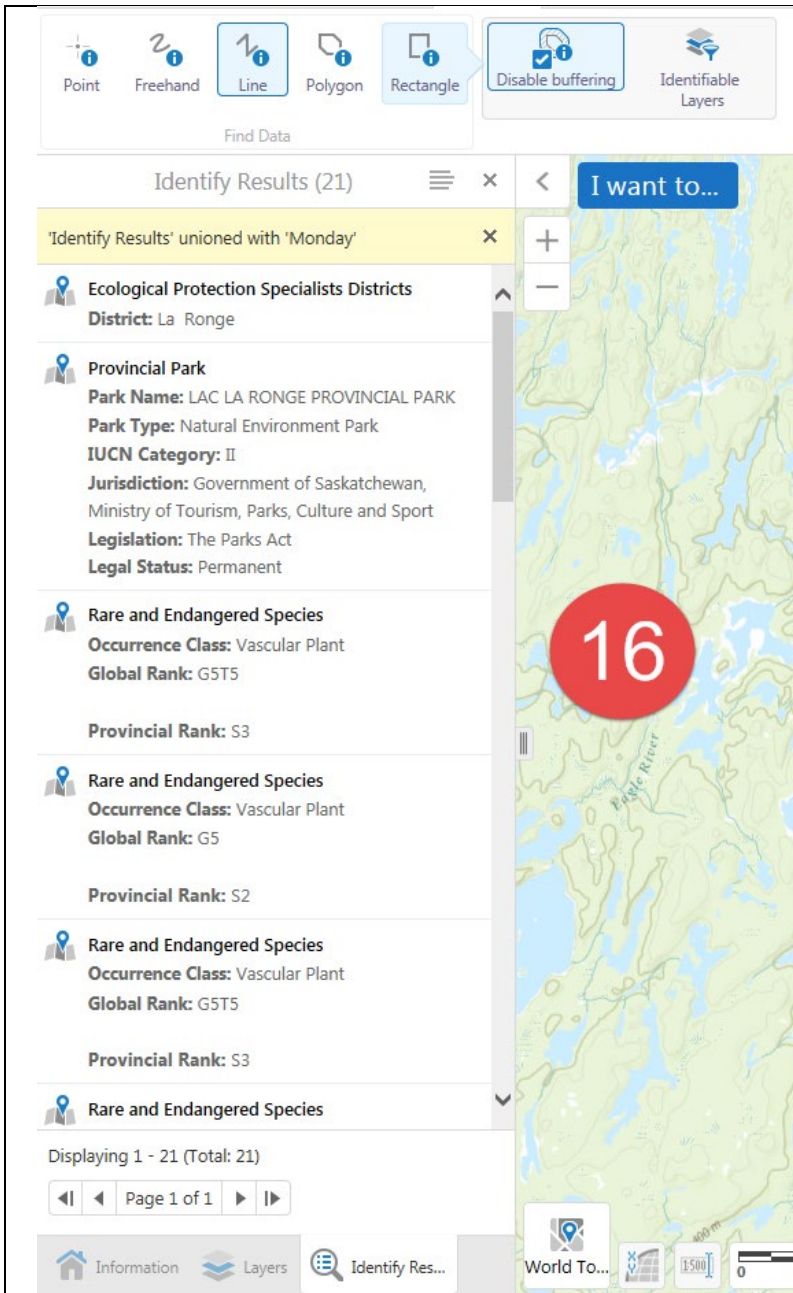




14. Click the Add to results.

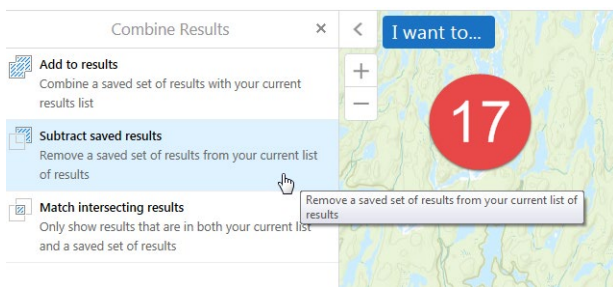


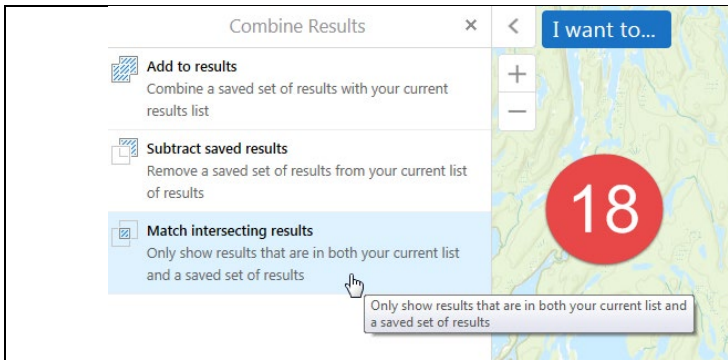
15. Select the previous results you wish to add your recent Identify results to and click OK.



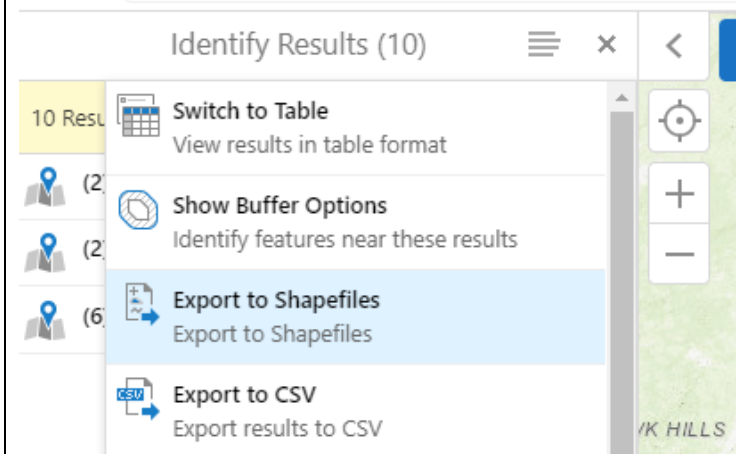
16. The current results are combined (i.e., added) with a previous set of results. In this example, where some results exist in both sets, the two data sets were unioned i.e., results are not duplicated where the selection areas overlap.

17. **Subtract saved results** is similar in steps to **Add to results** except a saved set of results is removed from your current set of results.



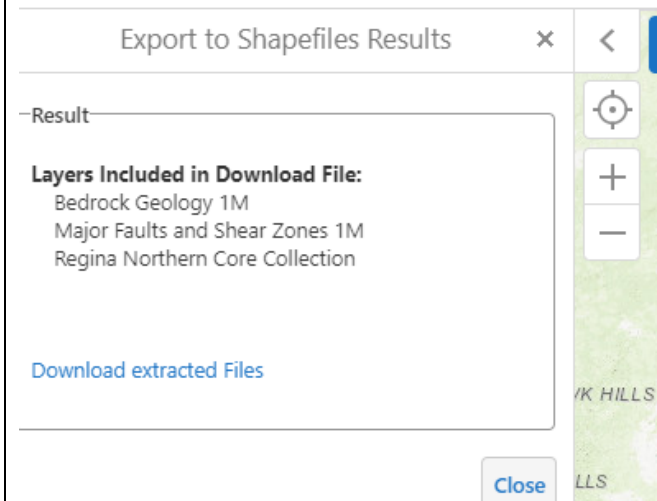


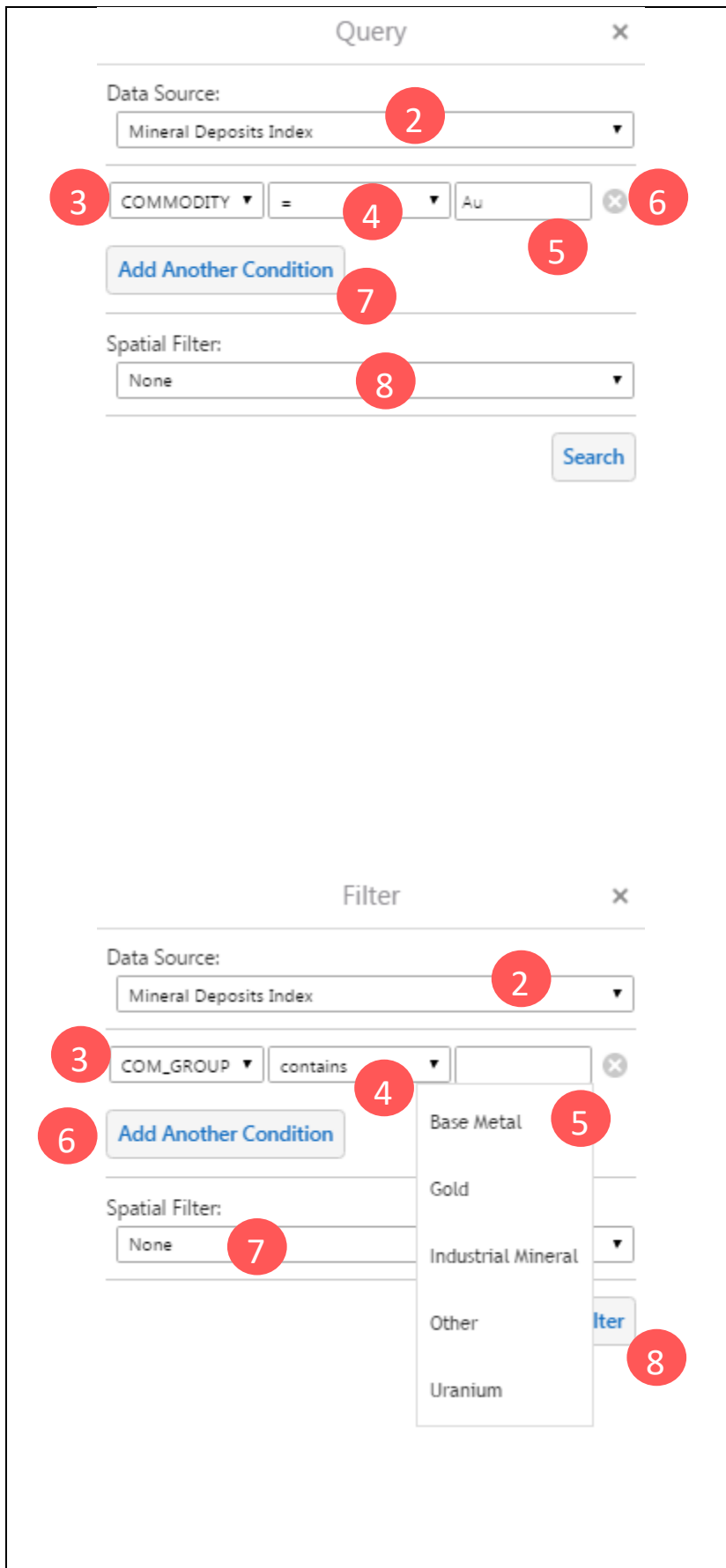
18. **Match intersecting results** uses same steps as adding and subtracting results but the results are those only in common between the saved and current data sets.



### 7.3.5 Identify: Extract Identified Results

1. After identifying a points, lines or areas (or all three types at the same time) on the map, an **Identify Results** information panel will open. Using the **Panel Actions Menu**, choose the **Export to Shapefiles** tool. This tool will package your current selection into a **ZIP format** file containing shapefiles of each selection from each layer. (**Note:** Selection and extraction are **limited to 1000 records**, so if you require more than 1000 records in a single layer, you will need to download the entire shapefile to accommodate your request.)
2. Once the tool has created the file for extract, it will show in the results box. Click the **Download extracted files** link shown. This will download the Zip folder to a location on your computer where you can unzip and add the files to your GIS project.
3. This same process can be applied to **Queries** (outlined in the next section.)





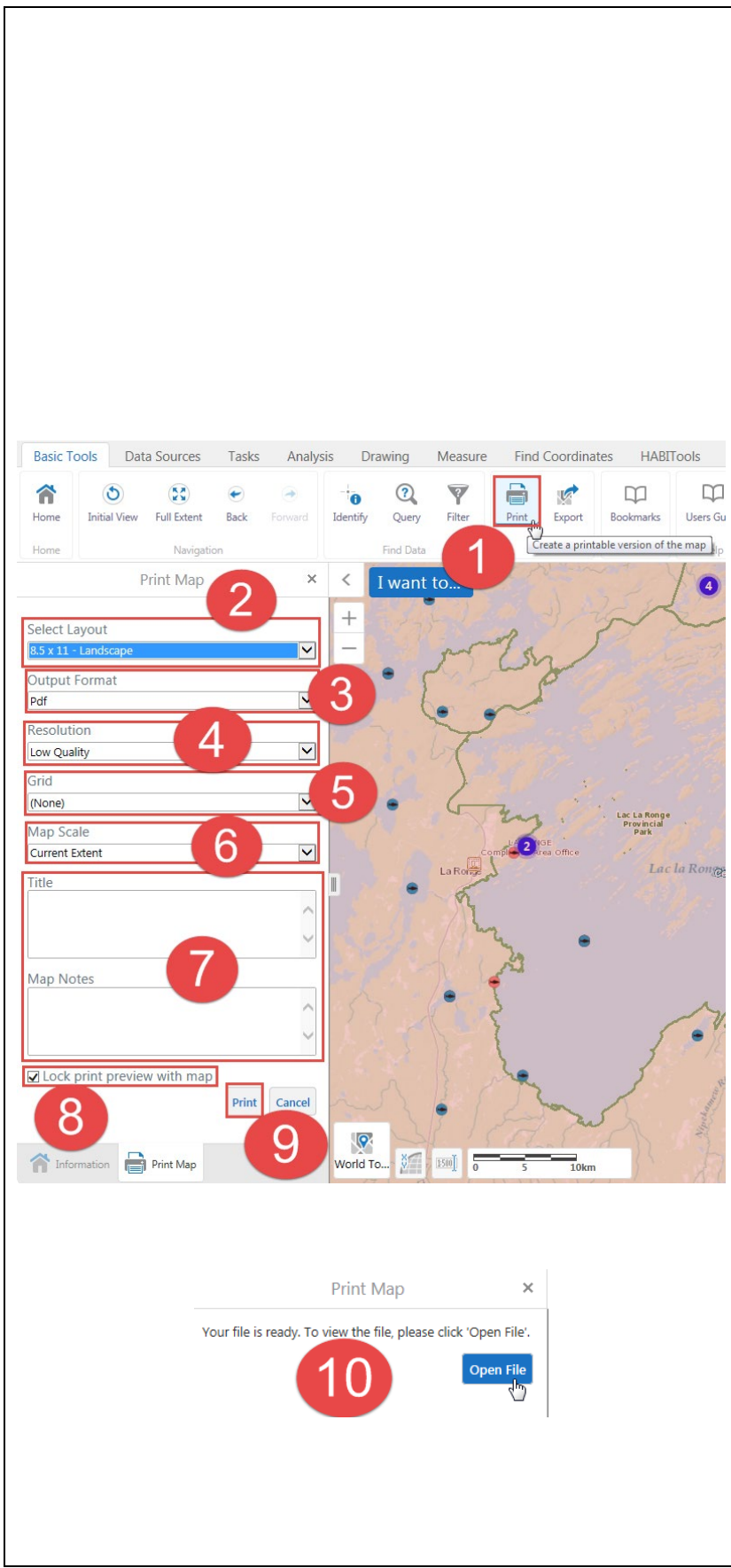
#### 7.4 Query

1. Click **Query** from the **Home** ribbon.
2. Select a **Data Source** by expanding the dropdown list.
3. Based on the **Data Source**, select a record to search for from the drop-down list.
4. Select a condition for the search from the dropdown list.
5. Type in the value to search for. A drop-down list with available values will appear as you type.
6. To delete the search condition, click the “X” beside the condition.
7. To add another search to the query click **Add Another Condition**.
8. Select a **Spatial Filter** from the drop-down list. “Current Extent” will limit results to the current extent of the map display.
9. Click **Search**.

#### 7.5 Filter

1. Click **Filter** from the **Home** ribbon.
2. Choose the layer to filter from the **Data Source** drop-down list.
3. Choose the field to filter on by selecting it from the drop-down list.
4. Select the desired operator from the dropdown list. “!=” means does not equal.
5. When you click in the text box, the possible options will appear, or you can type your own if one of the “contains” or “starts/ends with” operators was chosen.
6. **Add Another Condition** if desired. Both conditions must be met to return results.
7. Select the “Current Extent” **Spatial Filter** if you would like to limit results to the current map display.





- Click **Filter** to filter the results on the map. Note that the map layer must be turned on and you must be zoomed to a visible scale to view it on the map display. The **Clear** button will reset the results (note the filter conditions will still appear in the Filter pane).

**7.6 Print Map**

- Select the **Print** button under the Basic Tools tab.
- Select Layout** – 8.5 x 11 Landscape or 11 x 17 Landscape.
- Select the **Output Format** – only PDF at this time.
- Select the **Resolution** desired (low, medium or high).
- Select the **Grid** type – Latitude/longitude or UTM.

**NOTE: The output print will show only WGS 1984 Web Mercator coordinates in either Lat/Long or UTM as defined in this step. It will not show the coordinates defined by the user in the map extents.**

- Select the **Map Scale**.
- Title** the map and add any **Map Notes**.
- Click “Lock print preview with map” to lock the preview (pink box) on the current extent and allow panning around the map without changing the print extent. The Map Scale must be set to “Current Scale” for this function to work.
- Print the map by selecting “**Print**”.
- The app will prepare the map for printing then open the **Print Map** window. Click **Open File**.

## Geocortex Essentials

### Print Status

11

The print job is in progress.

Details: Generating map template. (Step 2 of 5)

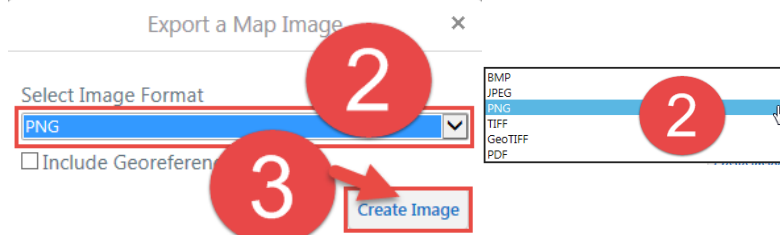
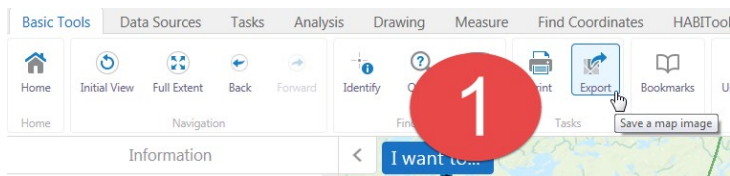
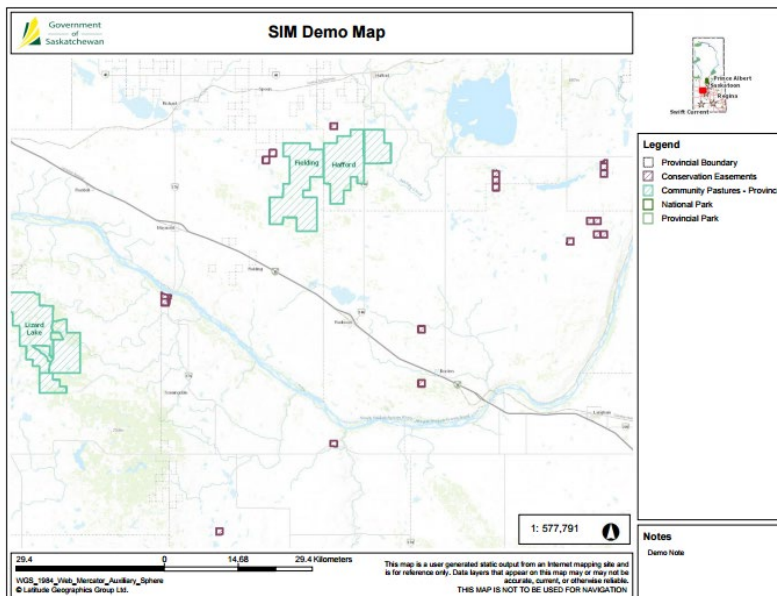
## Geocortex Essentials

### Print Status

The print job is finished.

[Download](#)

12



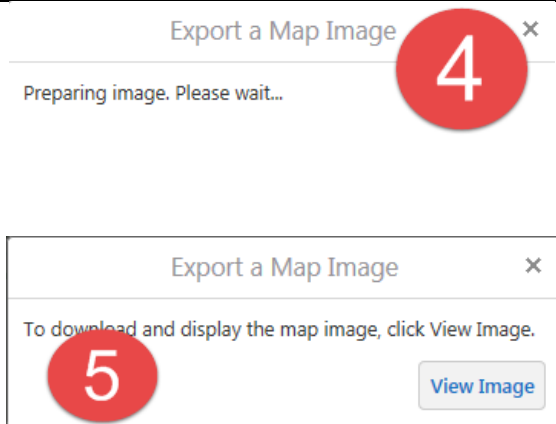
11. The **Print Status** window will open providing a progress status on the printing of the map.

12. Once the map is generated, click **Download** to view the printable PDF map.

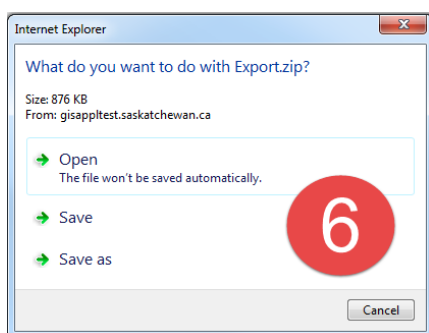
13. The printable PDF map is displayed and can then be saved as a PDF or printed to paper.

## 7.7 Export Map

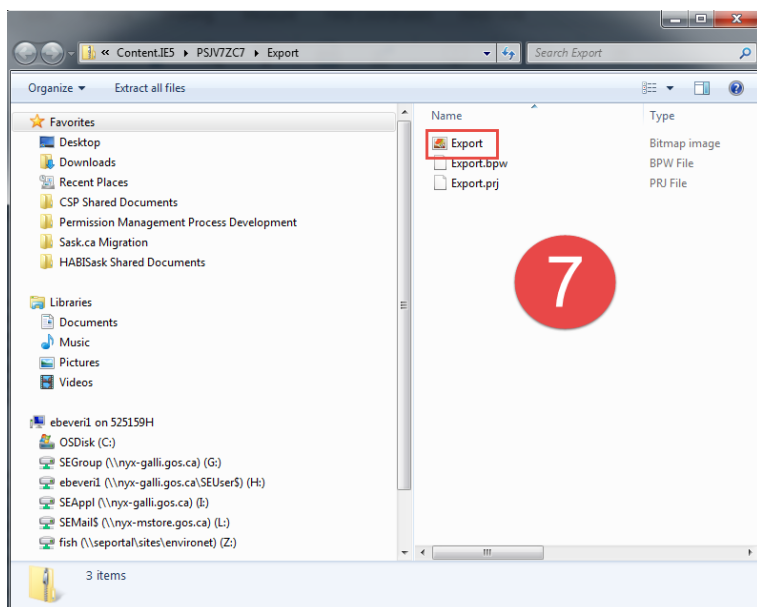
1. Click **Export**.
2. **Select Image Format** from the dropdown list (see inset). Also click the checkbox if wanting to **Include Georeference Data**.
3. Click **Create Image**.
4. The **Export a Map Image** window will open while the map image is prepared.



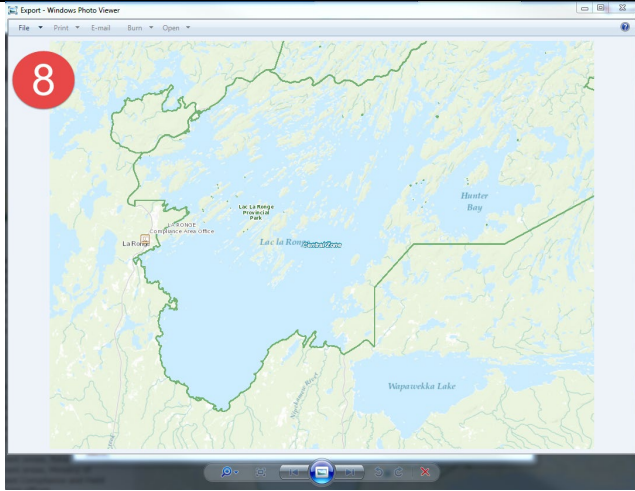
5. Click View Image.



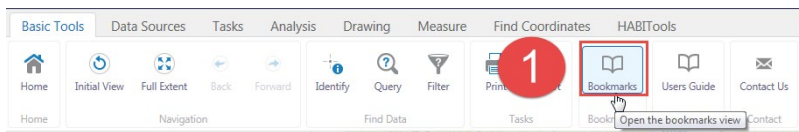
6. You can then either **Save** or **Open** the map image.



7. After clicking **Open**, a Windows Explorer dialogue window will open for you to select the image you wish to view. Double-click the image file (e.g., bmp) to open the image.

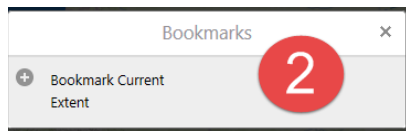


8. View the image.

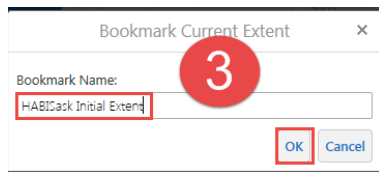


### 7.8 Bookmarks

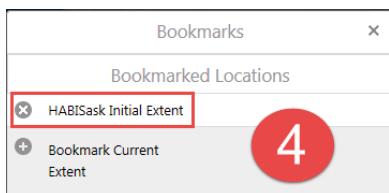
1. Click **Bookmarks** to open the bookmarks view. Bookmarks allow you to save map views by bookmarking them.



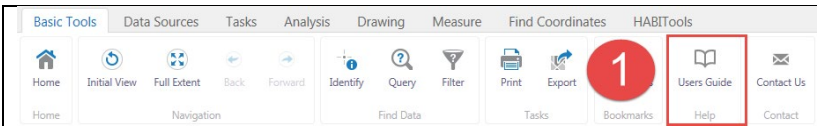
2. Click **Bookmark Current Extent**. A **Bookmark Current Extent** dialogue window will open.



3. Enter the **Bookmark Name** you want for the current extent. Click **OK**.

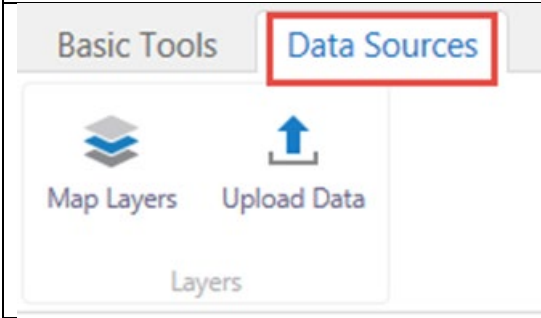


4. The newly entered bookmark name will appear in the **Bookmarks** tool window. You can delete the bookmark by clicking on the “x” icon to the left of the bookmark name. When you select a bookmark, it will return the map view to the extent of the selected bookmark.



## 7.9 User Guide

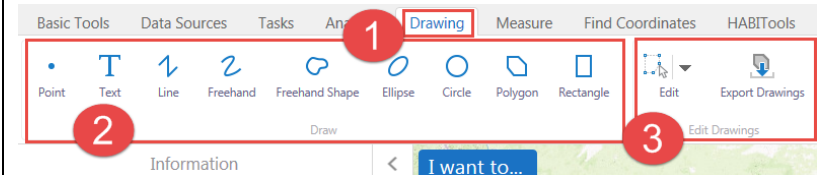
1. The User Guide has been developed to provide you with step-by-step instructions in the use of the **Sask GeoAtlas**.



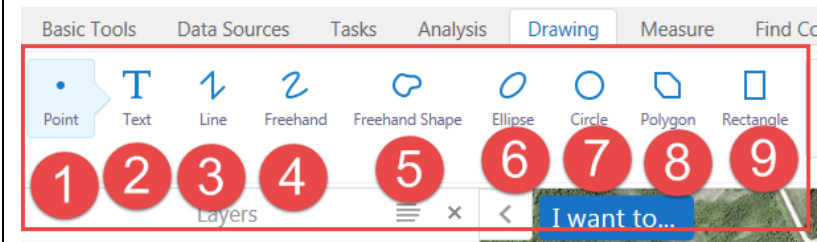
## 8.0 Data Sources Tab

See Section 5.1 Map Layers and Section 5.3 Upload Data for details.

## 8.0 Drawing Tab

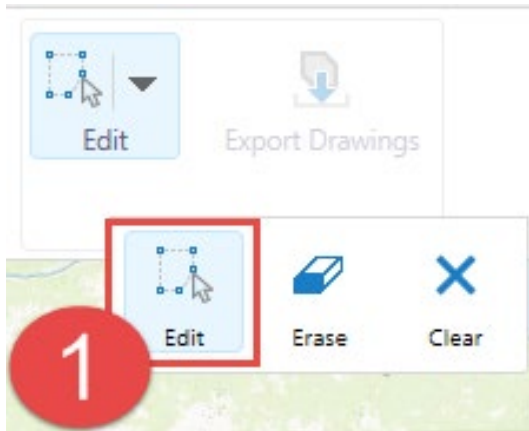
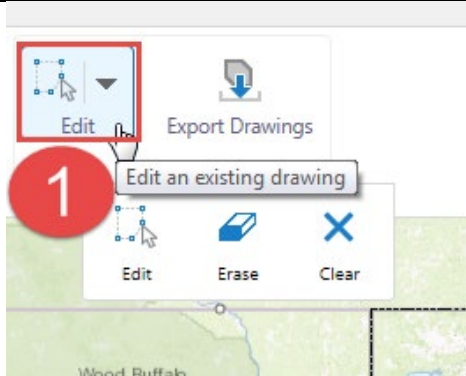


1. Click the **Drawing** tab.
2. Select one of the drawing tools from the toolbar ribbon. Note that additional drawing functions become available once the drawing tool is selected.
3. The **Edit** and **Export Drawings** functions are not available until a drawing has been created.



## 9.1 Draw Tools

1. Point (Snapping)
2. Text (Snapping)
3. Line (Snapping)
4. Freehand (No Snapping)
5. Freehand Shape (No Snapping)
6. Ellipse (No Snapping)
7. Circle (Oval) (No Snapping)
8. Polygon (Snapping)
9. Rectangle (No Snapping)



## 9.2 Edit Drawings Multi-Tool

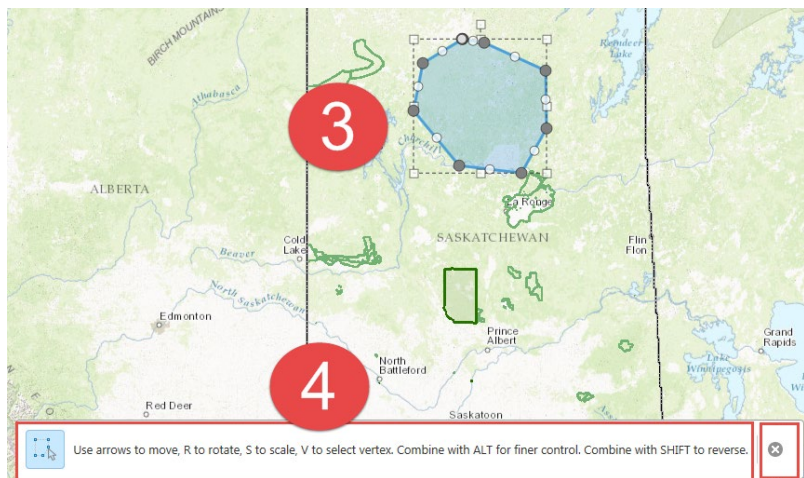
The **Edit Drawings Multi-Tools** are available for all draw tools once a drawing has been added to the map.

1. Click **Edit** to open the various edit tools.

### 9.2.1 Edit Tool

1. Click the **Edit** tool to make changes to your drawing.

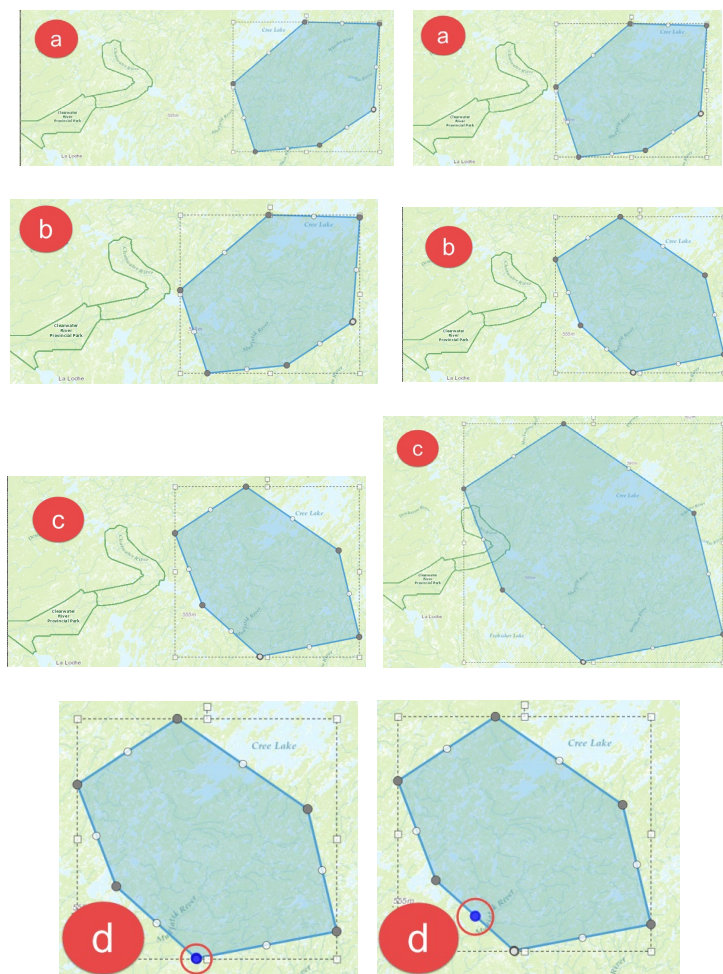
2. Click or tap on the existing drawing to begin editing it.

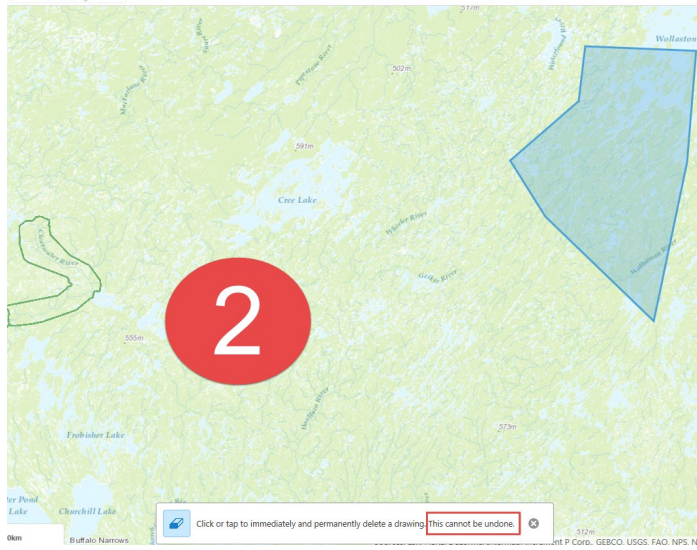
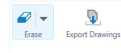
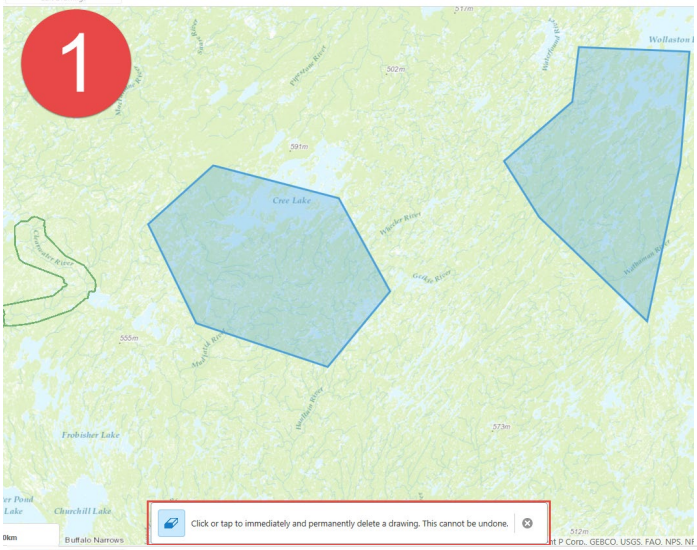
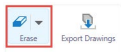


3. The drawing will change and an instructional panel will open in the map to explain how to complete edits using the Edit Tool. Close the instructional panel by clicking the “x” icon.

4. Use:
- a. Keyboard arrows to move the drawing;
  - b. R key to rotate the drawing;
  - c. S key to scale the drawing, and;
  - d. V key to select a vertex (moves from vertex to vertex).

Combine the letter keys with the ALT key for finer control. Combine letter keys with the SHIFT key to reverse edits.

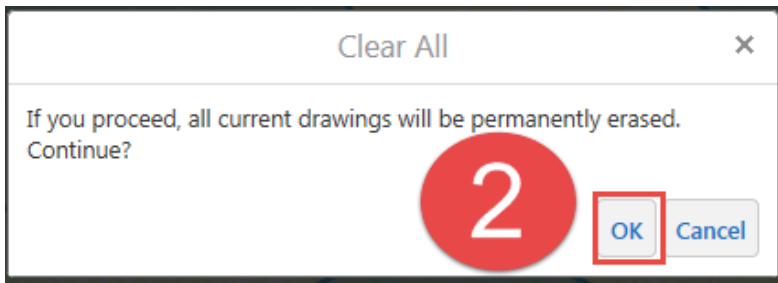
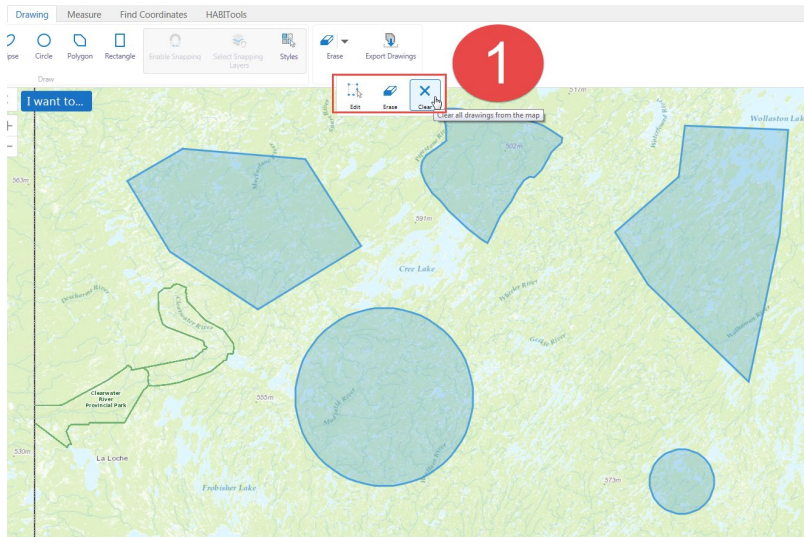




## 9.2.2 Erase Tool

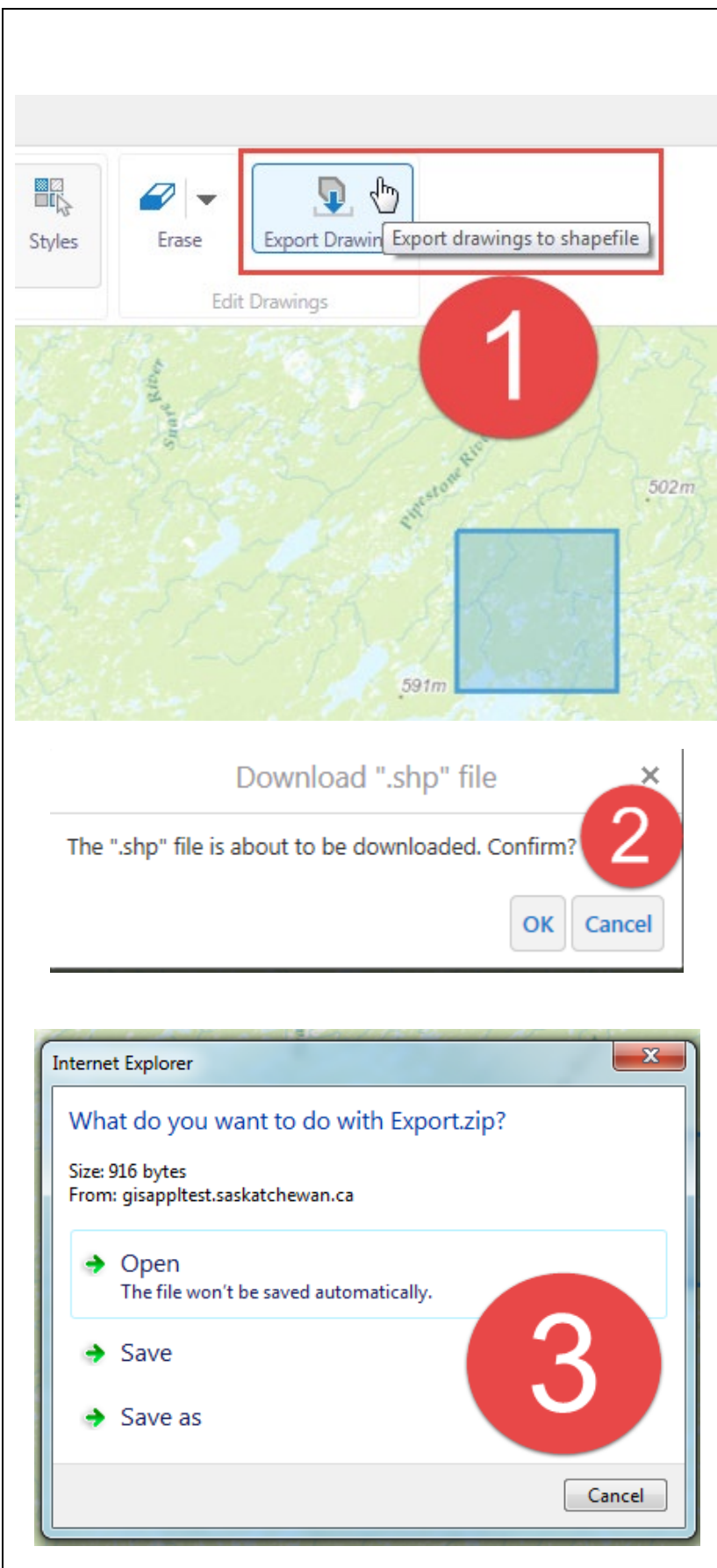
1. Click Erase to remove one or more drawings from the map. NOTE: Once a drawing is selected for erasing, this action cannot be undone.
  
2. The drawing is deleted.





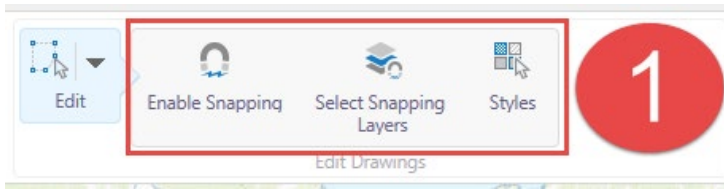
### 9.2.3 Clear Tool

1. Click **Clear** to remove all drawings from the map view.
2. A **Clear All** warning window will appear asking you to confirm you want all drawings cleared from the map. Click **OK** to continue or **Cancel**. **NOTE: Once you clear all drawings, this action cannot be undone.**



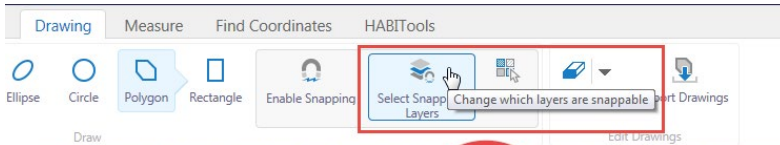
### 9.3 Export Drawings

1. Click **Export Drawings** to export your drawing as a shapefile.
2. A **Download ".shp" file** dialogue window will open and ask you to confirm the download.
3. A window will open asking you what you would like to do with the Export.zip file: Open, Save or Save as.



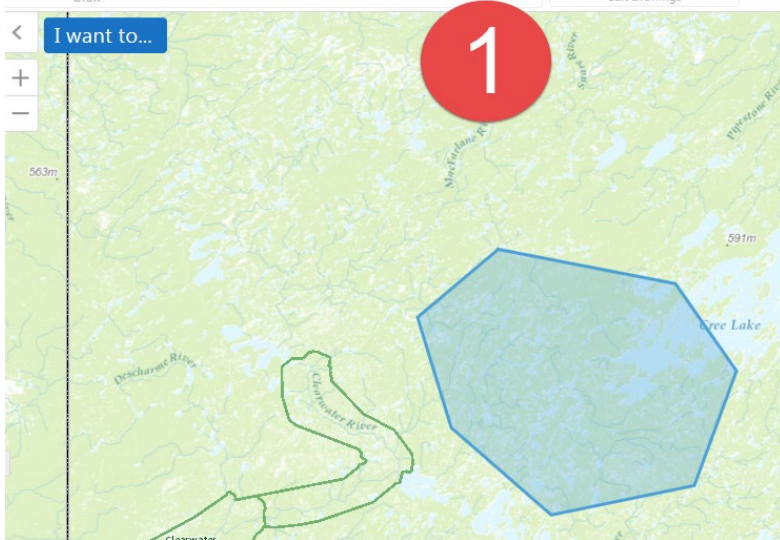
## 9.4 Snapping Tools

1. For some draw tools, there are additional drawing tools including **Enable Snapping**, **Select Snapping Layers** and **Styles**.

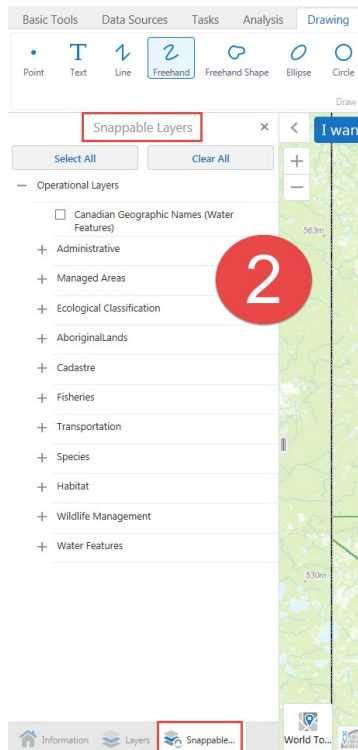


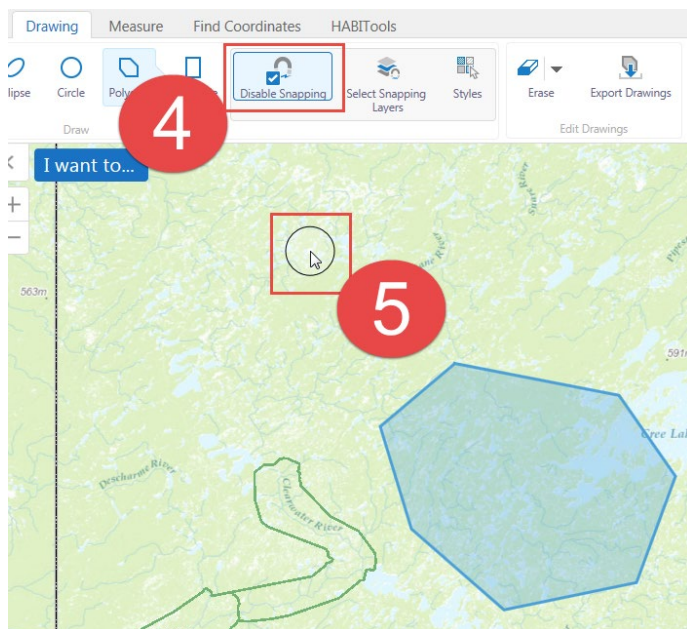
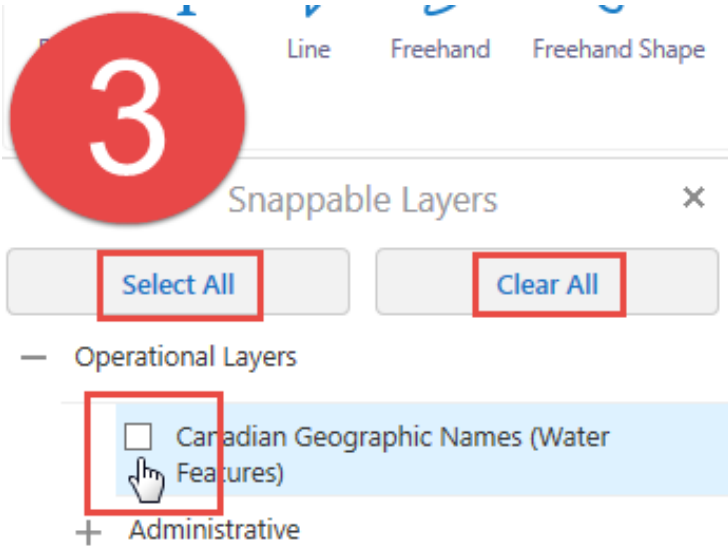
### 9.4.1 Select Snapping Layers

1. Prior to enabling snapping, you must select the layers that you wish to enable snapping with.



2. Click **Select Snapping Layers** to identify the layers you wish to be able to snap to.



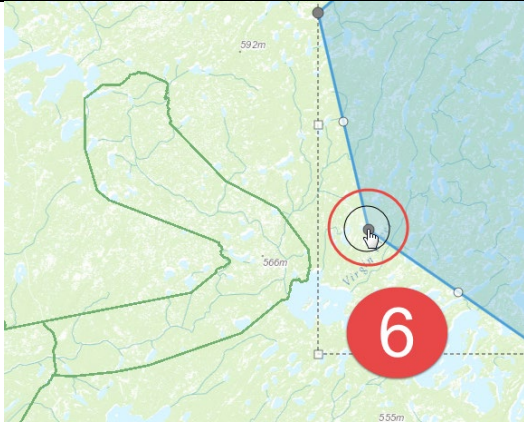


3. A **Snappable Layers** information panel will open and you can select the map layers you wish to make Snappable. You can **Select All** map layers or one-by-one or **Clear All** selected map layers. Selection of a map layer is confirmed with a checkmark placed in the selection box.

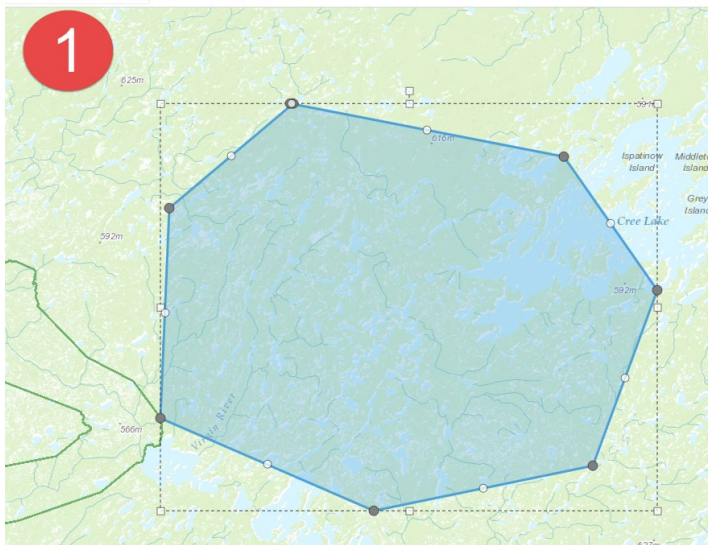
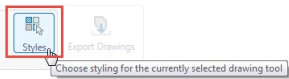
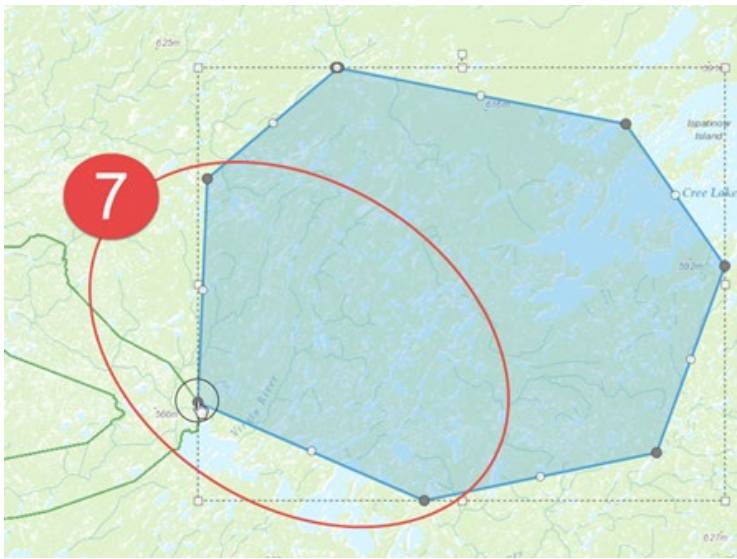
4. Once layers have been selected, click **Enable Snapping**. The **Enable Snapping** will switch to **Disable Snapping** to turn snapping off.

5. The cursor will now have a circle associated with it to enable the snapping of vertices between map layers.

6. Click **Edit** to view the vertices associated with the drawing you've made. Select the vertex you wish to snap and drag it to the map layer you wish to snap to (e.g., Clearwater River Provincial Park).

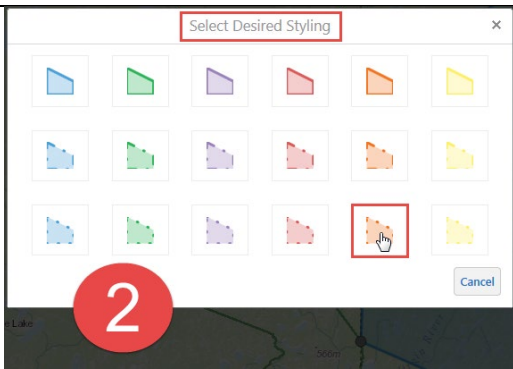


- The selected vertex from your drawing is then snapped to an aligning vertex in the selected map layer (e.g., Clearwater River Provincial Park).

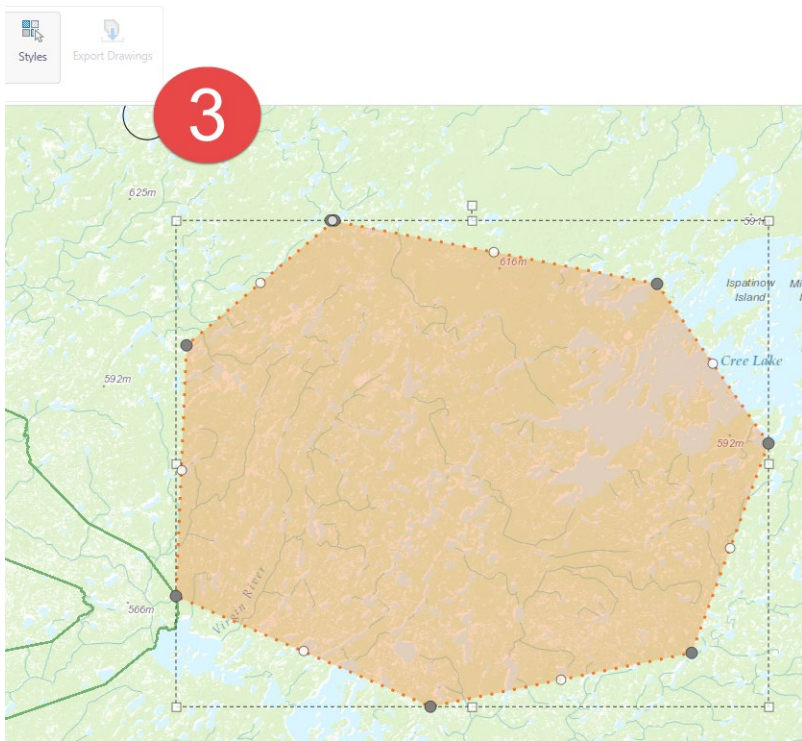


### 9.4.2 Styles

- Click **Styles** to select a different style for the currently selected drawing tool.



2. A **Select Desired Styling** palette will open and you can then select one of the styles offered.



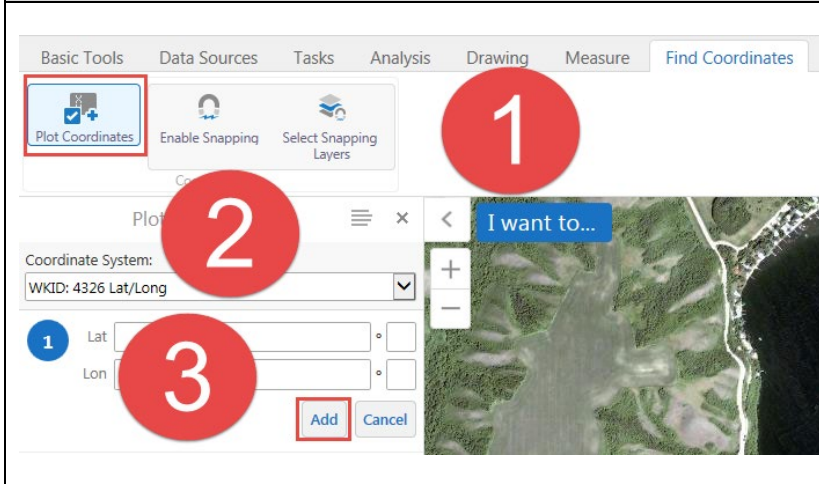
3. Your drawing will then show the alternate style selected.

## 9.0 Measure Tab

The screenshot illustrates the 'Measure' tab interface. At the top, the ribbon includes 'Home', 'Data Sources', 'Drawing', 'Measure', and 'Find Coordinates'. The 'Measure' ribbon features 'Distance' and 'Area' tools, unit dropdowns for 'Meters (m)' and 'Meter<sup>2</sup> (m<sup>2</sup>)', and 'Enable Snapping' and 'Select Snapping Layers' buttons. A map shows a green polygon with a measurement popup: 'Area: 9,499,114,709.88 m<sup>2</sup>' and 'Perimeter: 391,643.49 m'. The 'Edit Drawings' sub-ribbon includes 'Edit', 'Erase', and 'Clear' tools. A second screenshot shows the 'Edit' tool selected, with a blue polygon on the map and its vertices highlighted with small squares.

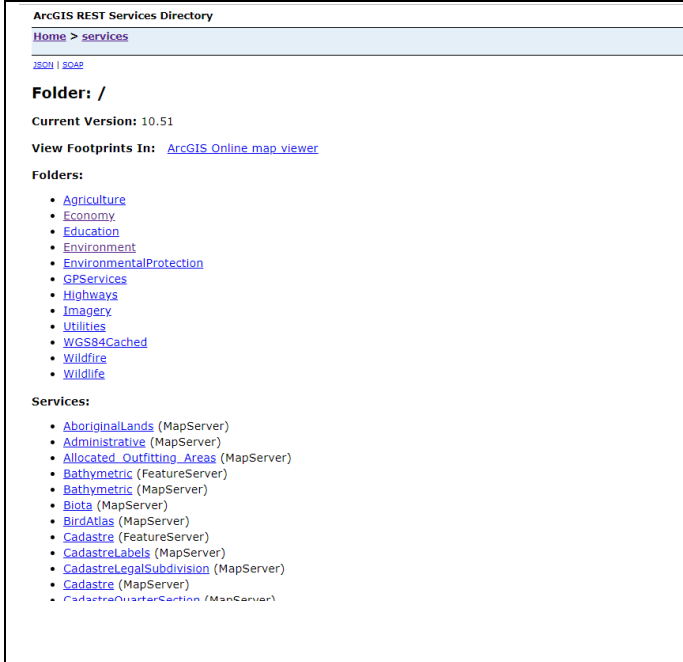
1. Click the **Measure** tab.
2. Select one of the measuring tools: Line **Distance** or **Area**. Similar to the **Drawing** tab, options to **Enable Snapping** or **Select Snapping Layers** will be made available with some **Measure** tools once the measurement is made.
3. Adjust the measurement units (e.g., metres, feet, etc.) by clicking the respective dropdown list.
4. Measure the linear feature or area on the map using the appropriate tool (e.g., rectangle). Click the selected drawing tool to turn it off. The measured drawing will remain on the map with the measurement parameters provided (e.g., side lengths and area) as you zoom in.
5. Select one of the **Edit Drawings** tools to edit or remove one or more of the graphics.
6. When the **Edit** tool is selected, click on the drawing to expose the vertices of the area or line to be measured. Make your desired edits then click outside of the drawing on the map to complete editing. Click on **Edit** to turn editing off.
7. To remove measure drawings, use **Erase** (one drawing at a time) or **Clear** (all drawings at the same time).

## 10.0 Find Coordinates Tab



1. Click **Plot Coordinates** to manually enter coordinates. Note that Snapping also becomes enabled.
2. Click **Coordinate System** to select a coordinate system on the map from the dropdown box.
3. Select **Add or Cancel** if you wish to add or cancel coordinates entered.

## 11.0 Using Saskatchewan REST Services



<https://gis.saskatchewan.ca/arcgis/rest/services>

To Access the Saskatchewan REST Services Webpage, click the link above. Connecting to the REST Services will allow you to experience updates to the GeoAtlas data as they occur. No need to download files.

To add REST Services to your GIS Software, consult with your software's User Guide.

Should you require help in connecting, please contact [geoatlas@gov.sk.ca](mailto:geoatlas@gov.sk.ca) and our staff will attempt to help you connect.