

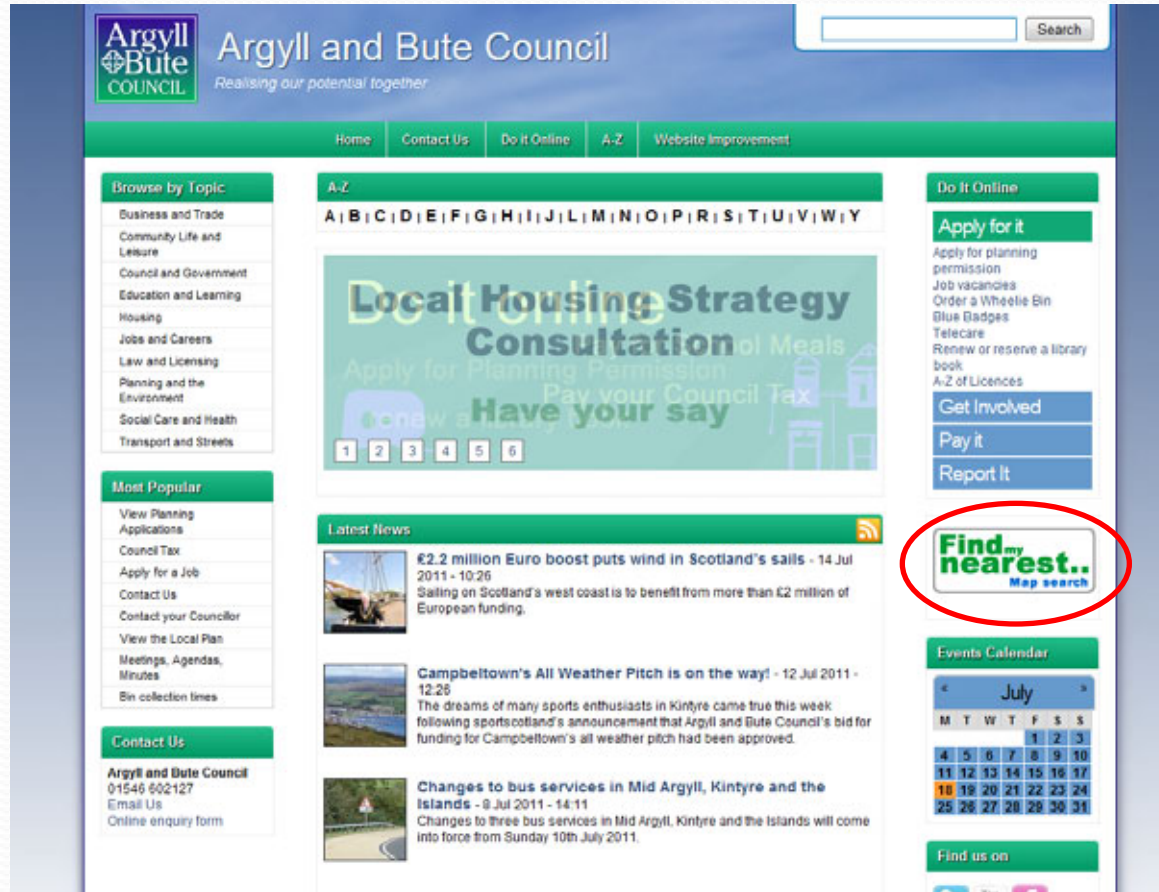
Find My Nearest User Guide

Find My Nearest is an online map based service that can provide information on a wide range of Council services.



Getting Started

The **Find My Nearest** page can be found on the Council's website homepage:

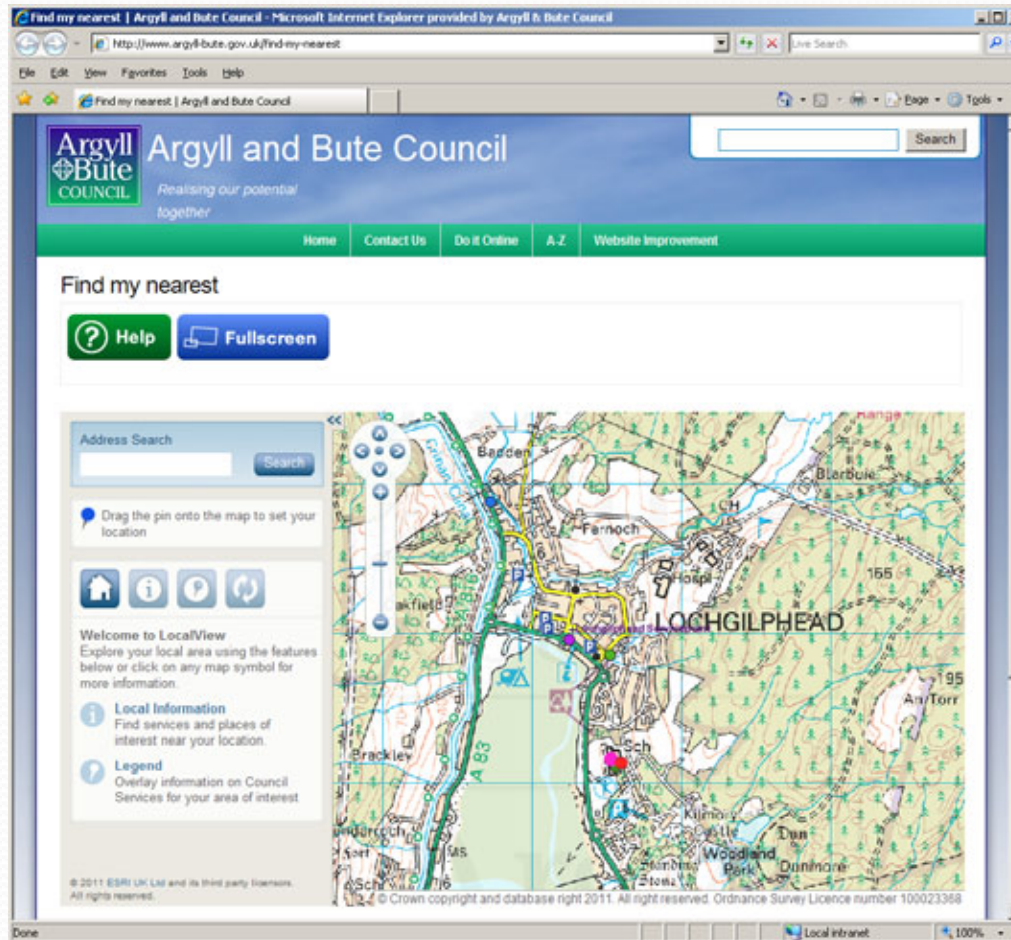


The screenshot shows the Argyll and Bute Council website homepage. The header includes the council logo, the name "Argyll and Bute Council", the tagline "Realising our potential together", and a search bar. A navigation menu contains links for Home, Contact Us, Do It Online, A.Z, and Website Improvement. The main content area is divided into several sections:

- Browse by Topic:** A vertical list of categories including Business and Trade, Community Life and Leisure, Council and Government, Education and Learning, Housing, Jobs and Careers, Law and Licensing, Planning and the Environment, Social Care and Health, and Transport and Streets.
- Most Popular:** A list of popular pages such as View Planning Applications, Council Tax, Apply for a Job, Contact Us, Contact your Councillor, View the Local Plan, Meetings, Agendas, Minutes, and Bin collection times.
- Contact Us:** Information for Argyll and Bute Council, including the phone number 01546 602127, an email link, and an online enquiry form.
- A-Z:** A navigation bar with letters A through Z for quick access to various services.
- Local Housing Strategy Consultation of Meals:** A large banner with the text "Local Housing Strategy Consultation of Meals" and "Apply for Planning Permission Pay your Council Tax Have your say".
- Latest News:** A section with three news items, each with a small image and a date: "£2.2 million Euro boost puts wind in Scotland's sails - 14 Jul 2011 - 10:26", "Campbeltown's All Weather Pitch is on the way! - 12 Jul 2011 - 12:25", and "Changes to bus services in Mid Argyll, Kintyre and the Islands - 9 Jul 2011 - 14:11".
- Do It Online:** A list of services including Apply for it, Get Involved, Pay it, and Report It.
- Find my nearest..:** A button with a red circle around it, labeled "Find my nearest.. Map search".
- Events Calendar:** A calendar for the month of July.
- Find us on:** Social media icons for Facebook and Twitter.

Getting Started

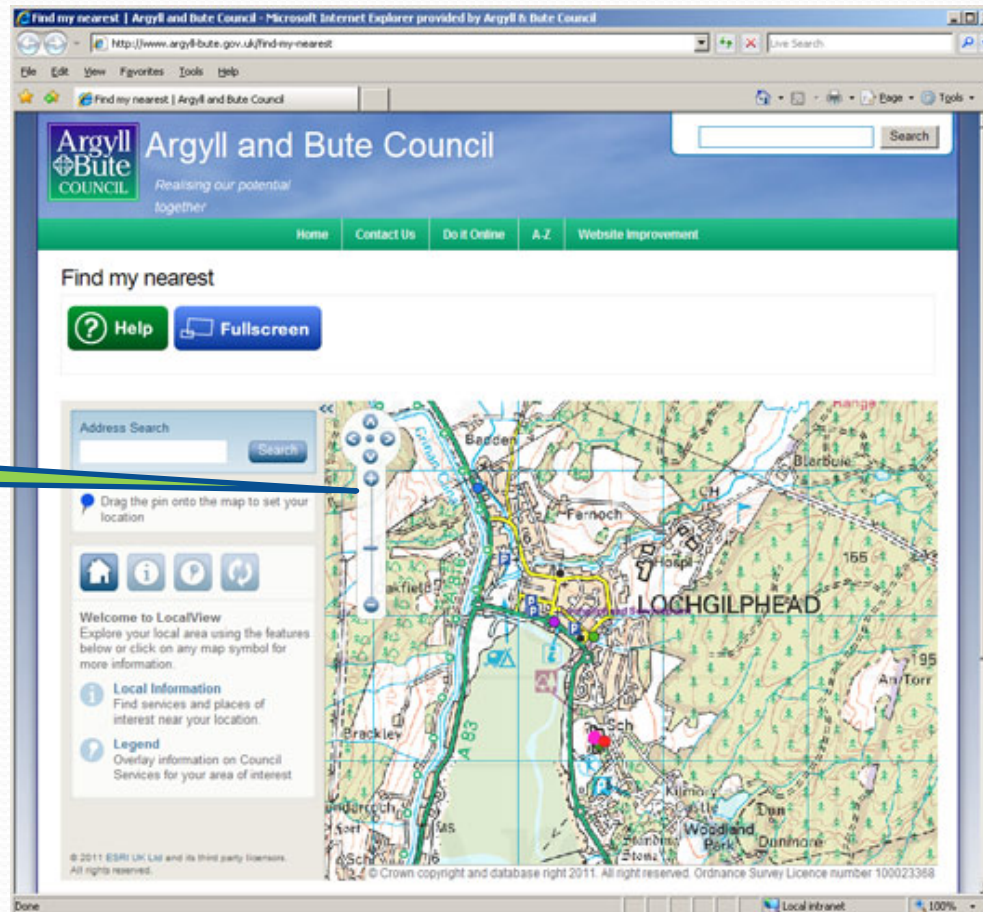
When you open **Find My Nearest** you will see the screen below:



Moving around the map: 1

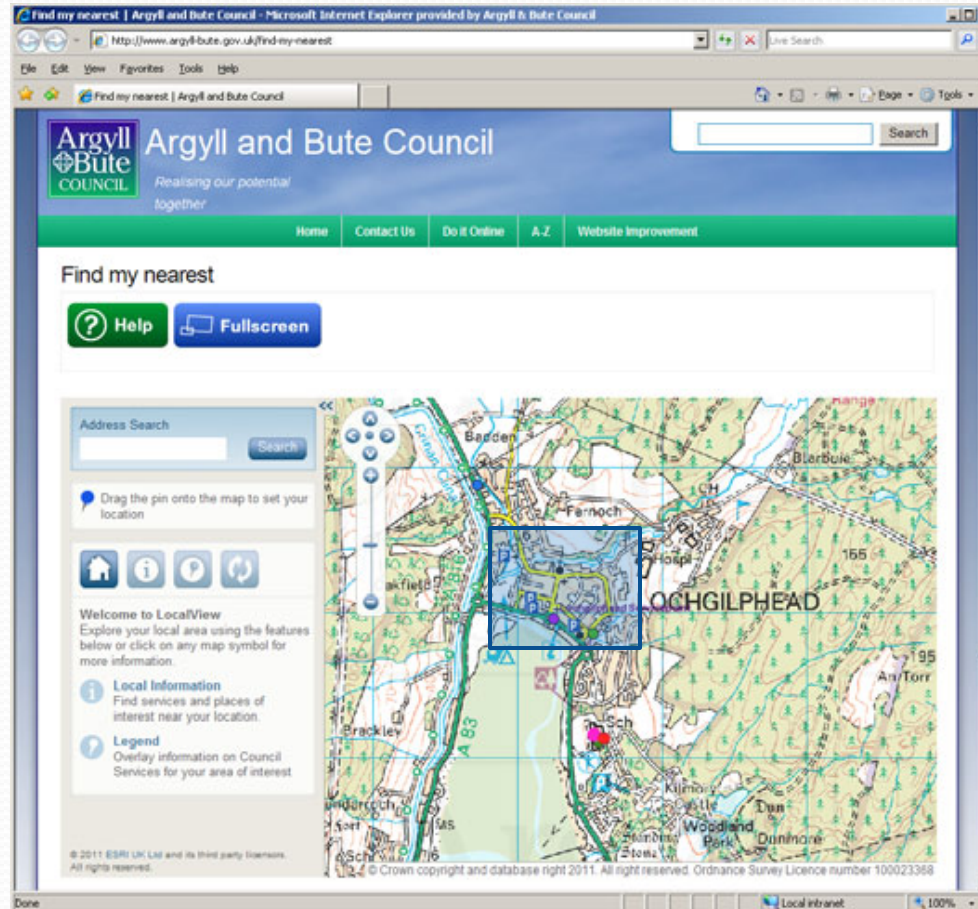
There are two ways in which you can change your view of the map. Firstly, you can zoom. If you want to zoom in (+) and out of the map (-) you can use the zoom scale bar. The nearer you are to the (-) the more area you will see.

Zoom scale bar



Moving around the map: 2

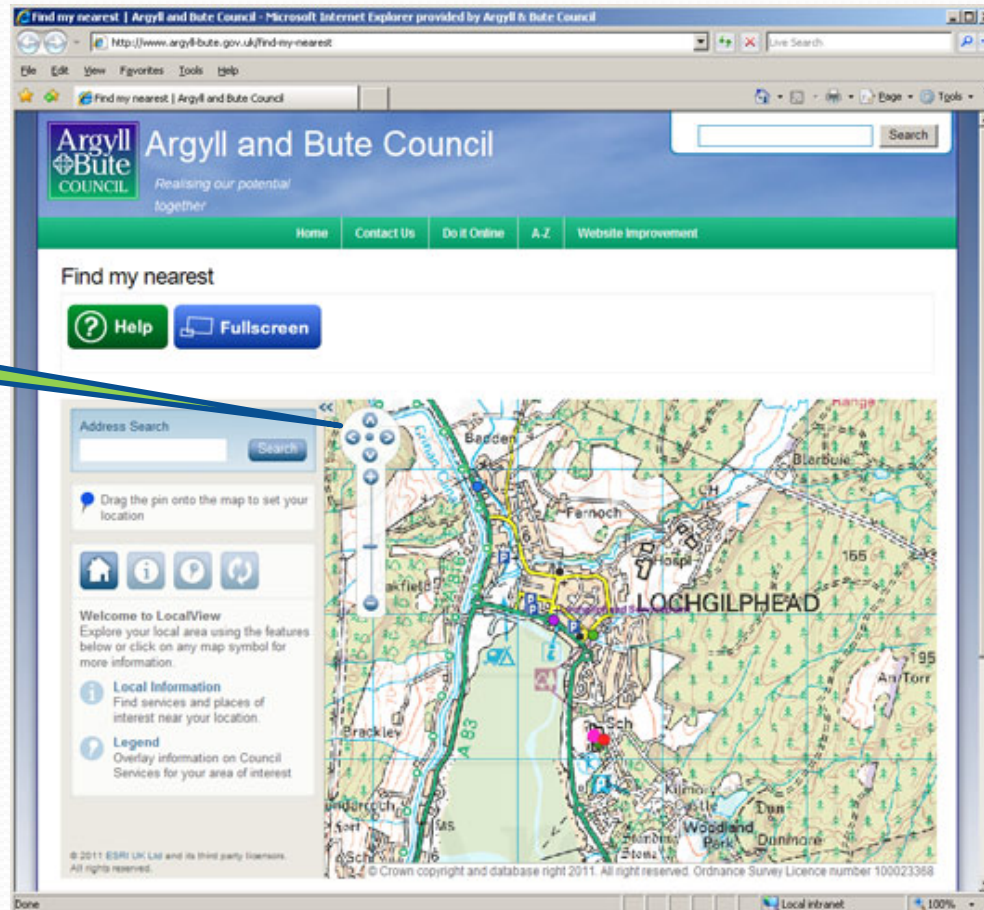
In addition, if you hold the shift key down on the keyboard and draw a box around the area you require, preferably starting at the top right of the box, you will zoom to that area:



Moving around the map: 3

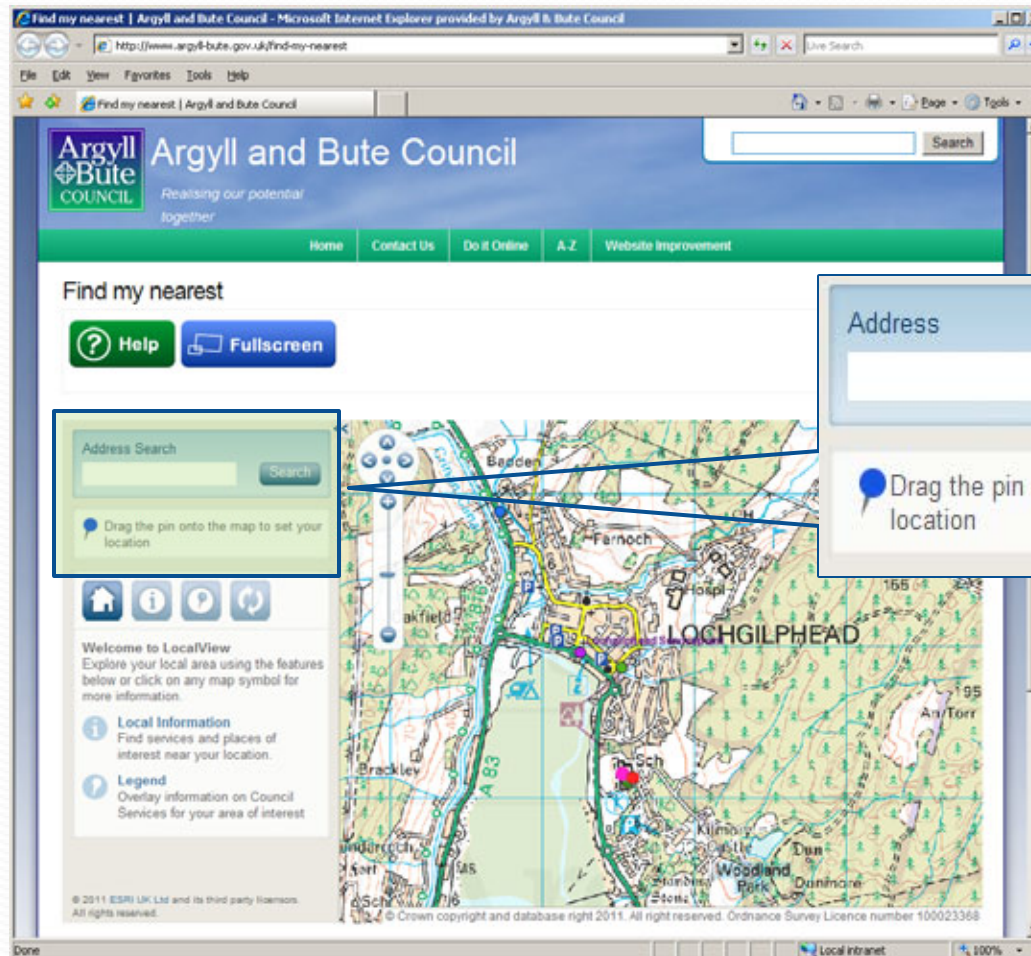
Also, you can use the 'pan' tools. If you need to shift the map in a North, South, East or West direction you can do this using the map controls. You can also simply 'pan' around by clicking on the map, holding and moving the mouse and then releasing the mouse when you are at the location you require.

Pan tools



Selecting locations by searching addresses

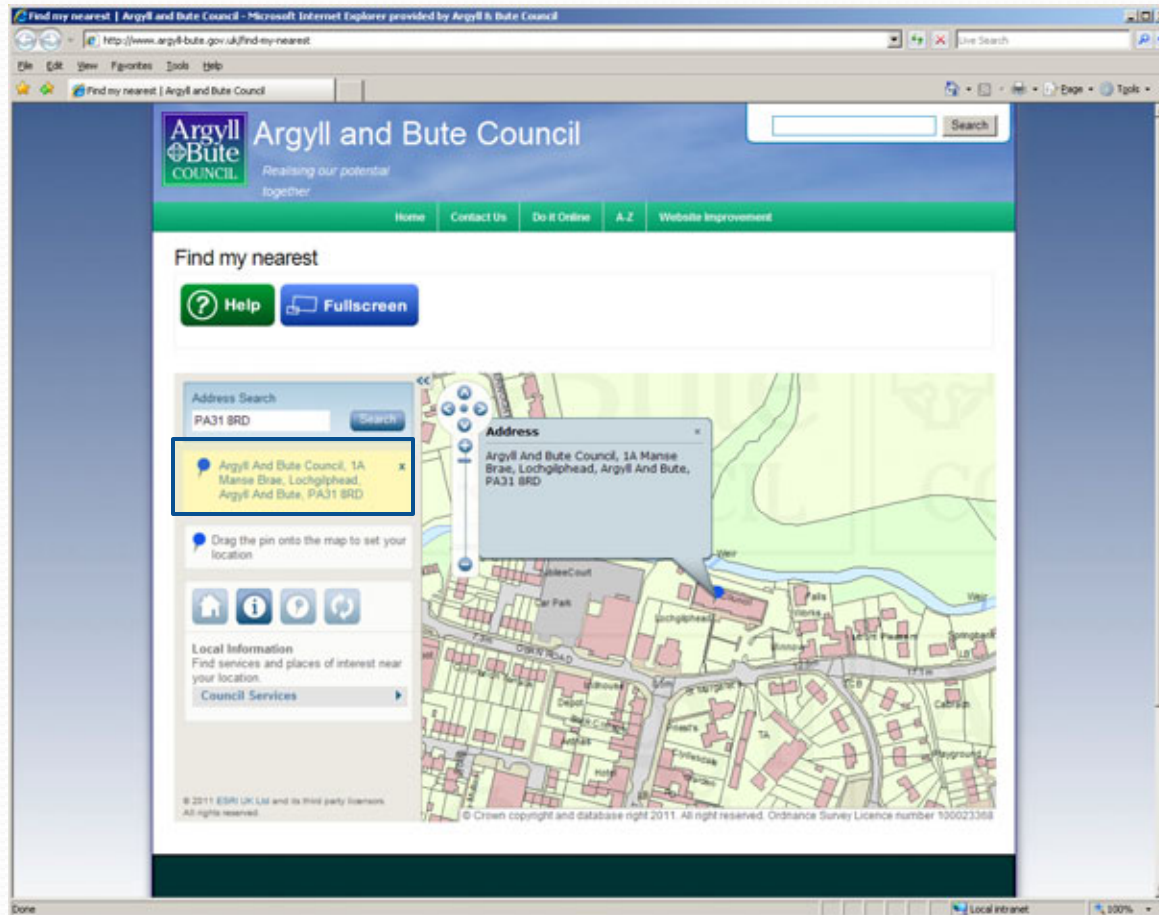
You can select a location by typing in the address, part of an address, street or a postcode using the address search box



Address search: Search by postcode

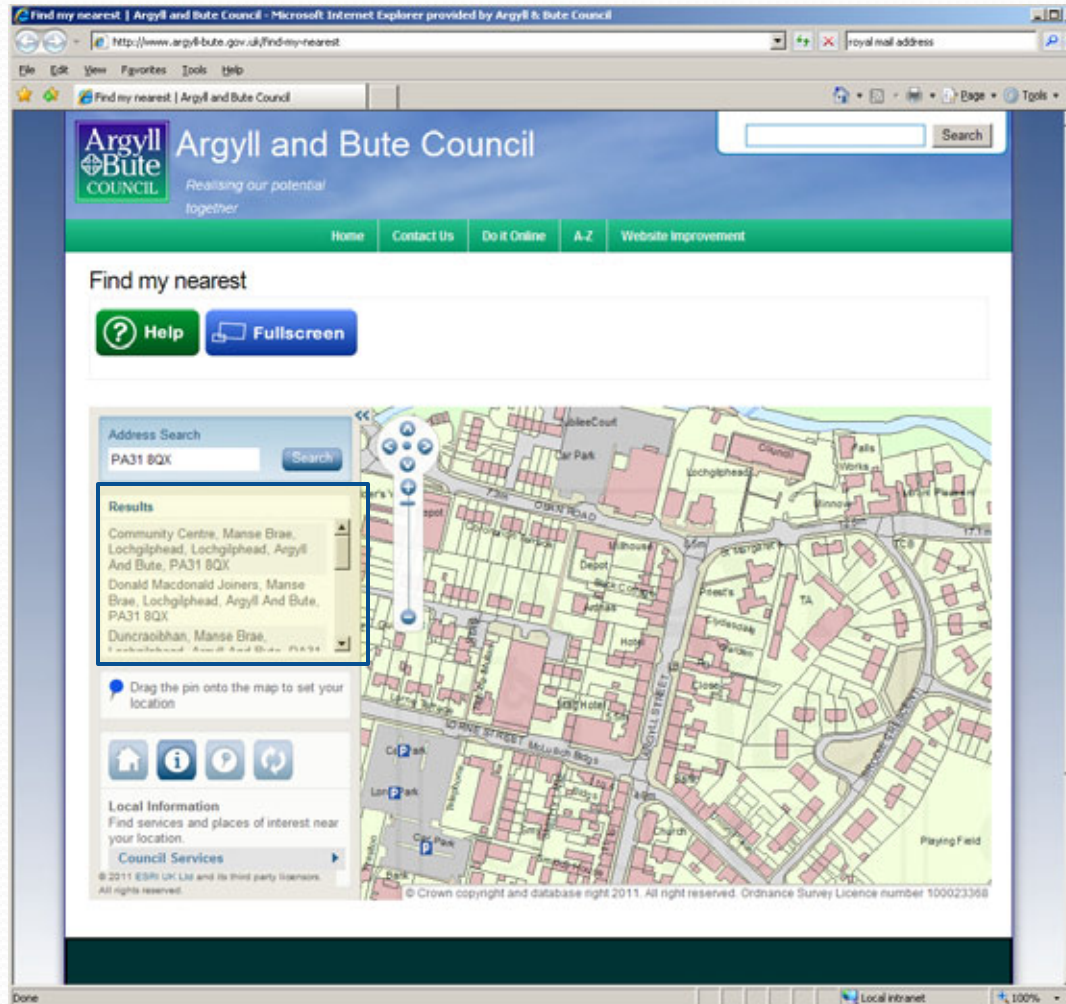
Using the example: Council Offices, Manse Brae, Lochgilphead, **PA31 8RD**

If you type in **PA31 8RD** (it is not case sensitive) it will return the address of the Council Offices, as this is the only address at this postcode. The map will re-centre on this location.



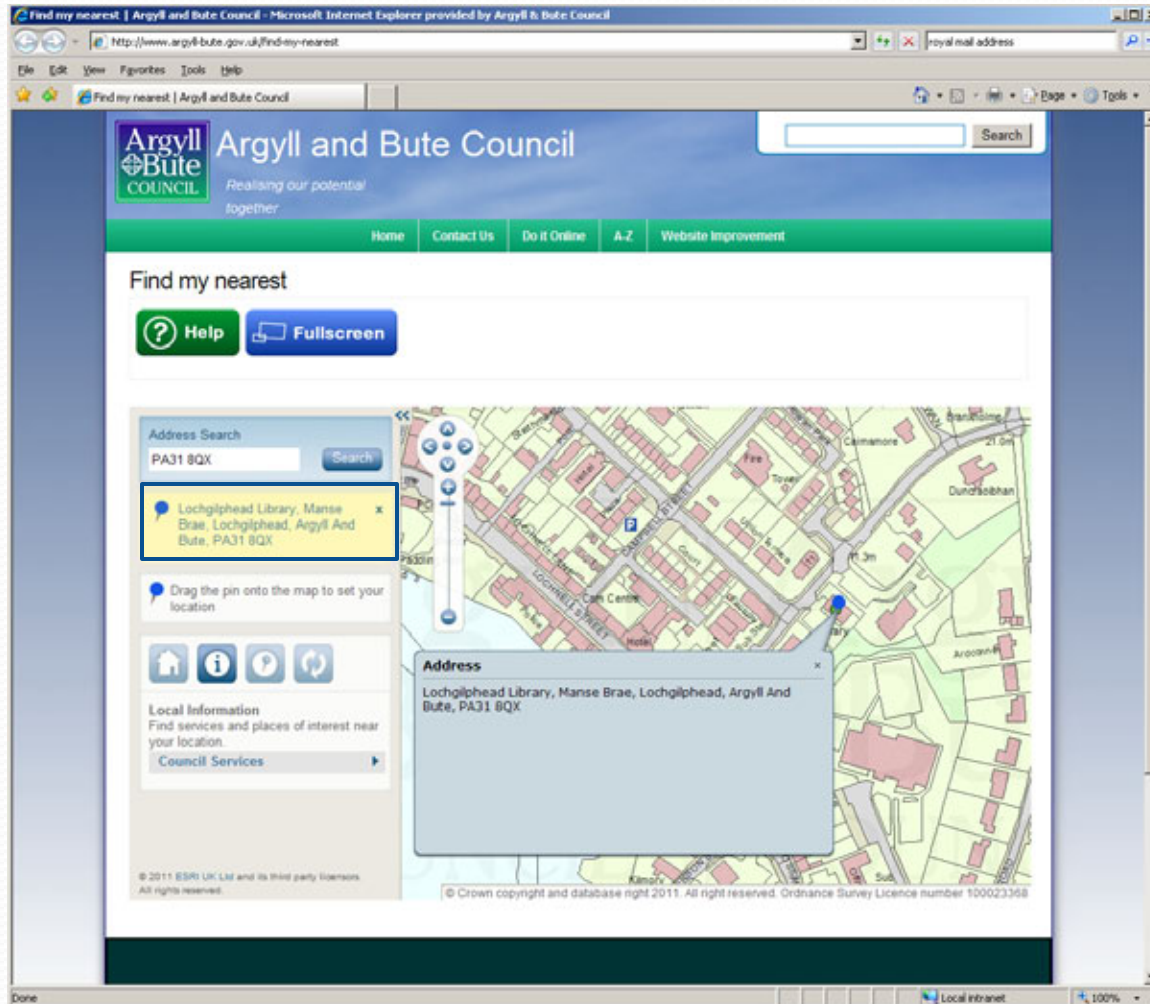
Selecting locations by searching addresses

There is usually more than one property per postcode; in the example of Lochgilphead Library, Manse Brae, Lochgilphead, **PA31 8QX**, entering **PA31 8QX** returns the list below:



Selecting locations by searching addresses

Scrolling the list and selecting the required address will then centre the map on that property:



Selecting locations by searching addresses – more info

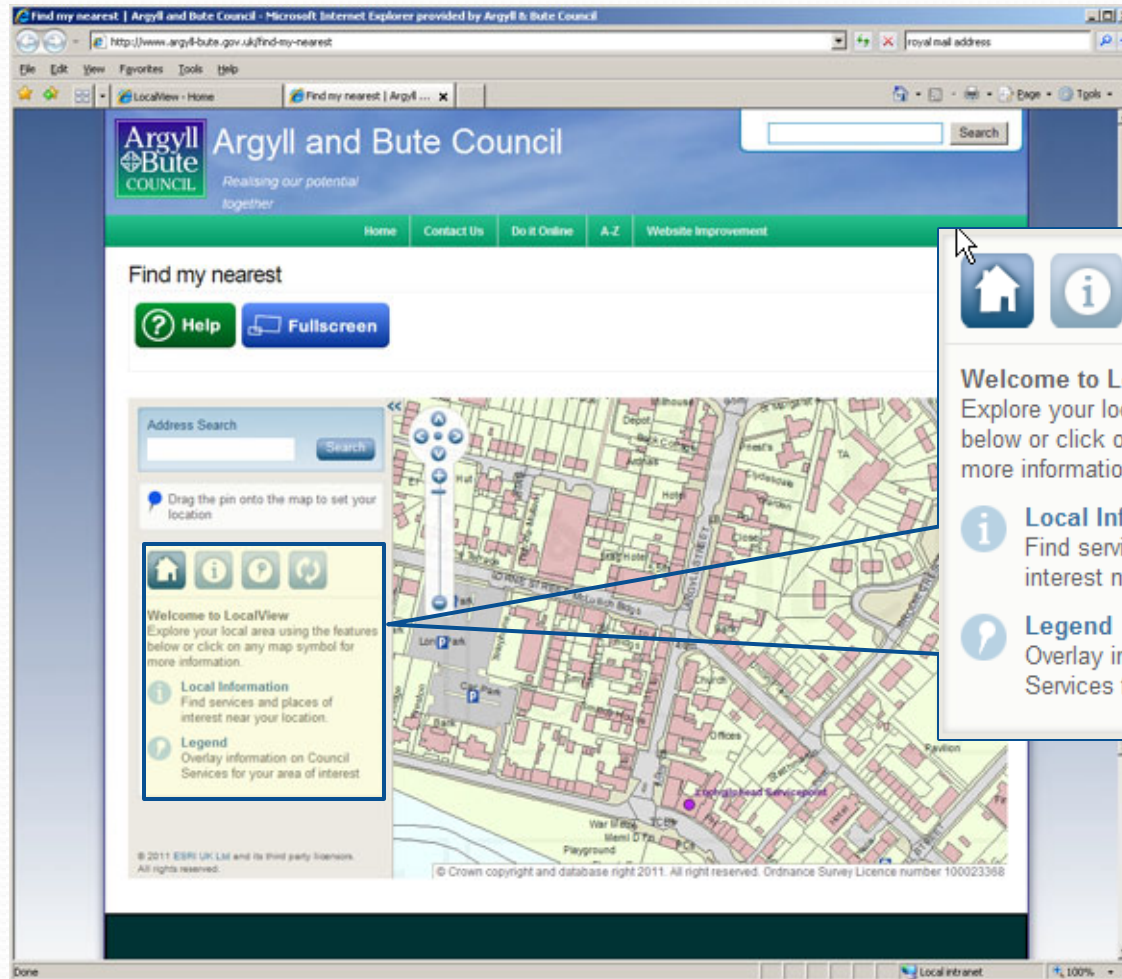
Further tips for locating addresses:

- Entering a Postcode is probably the most convenient method of locating an address.
- A street name, or full address with street number/name can also be entered eg **1A Manse Brae** or **Dalriada House**.
- A 'wildcard' typed as * can be used if you are not sure about a spelling or how an address would appear. These symbols can be used to replace numbers, letters and/or spaces (but don't use a wildcard at the beginning of a search string).
- You can also drag your pin to a location or property you are interested in on the map. To do this you need to click on the pin and drag to a point on the map and then release. The pin should remain on the map at that location. But beware, dragging the pin on to the map will zoom the map to the largest scale available (currently 1:2500) so this is best used when the map is zoomed in to street level, to centre the map on a particular property.

You will notice that your last map location is stored when you reopen LocalView. This is because it is making use of a cookie that stores a site preference.

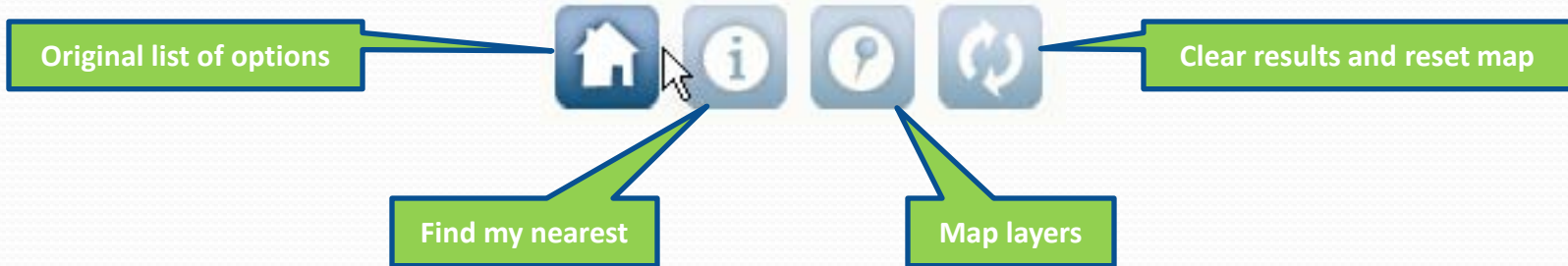
Finding information about council services in your area

LocalView is tailored to provide you with information about an area or a selected location.



Finding information in your area – icons explained

The tools to enable you to do this are outlined below



Original list of options

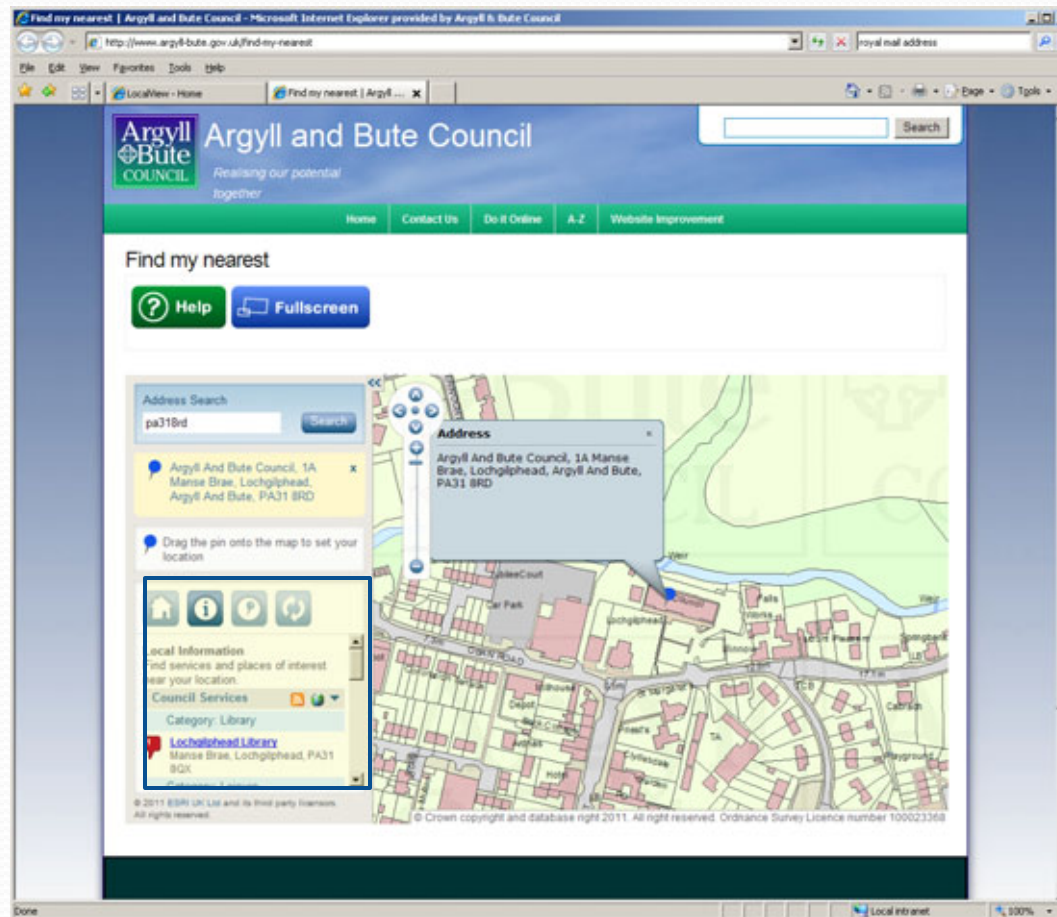
If at any time you click on this button you will see the following:

The screenshot shows a window titled 'LocalView' with a toolbar at the top containing the four icons from the diagram. The 'Home' icon is highlighted with a mouse cursor. Below the toolbar, the text reads: 'Welcome to LocalView Explore your local area using the features below or click on any map symbol for more information.' Below this are two items: 'Local Information' with an 'i' icon and the description 'Find services and places of interest near your location.', and 'Legend' with a location pin icon and the description 'Overlay information on Council Services for your area of interest'.

Find my nearest - 1

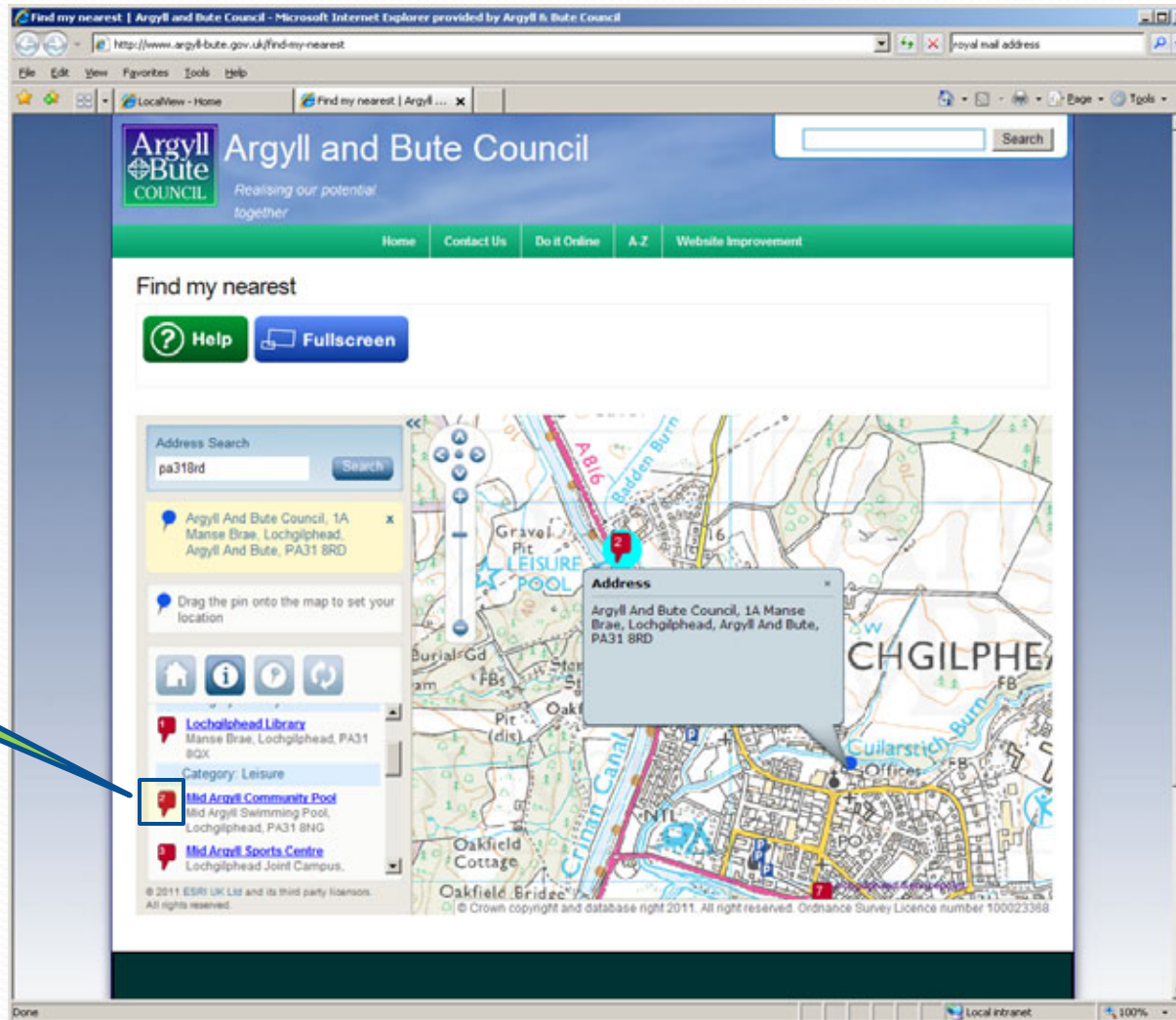
This feature provides a quick indication of Council services that are in close proximity to or in the area that is of interest to you.

If you are at a location that you have selected through an address search or via the drag pin facility, you can select the **Council Services** heading and it will return results if applicable.



Find my nearest - 2

You can click on the result and it will show that particular feature and the selected location.



Find my nearest | Argyll and Bute Council - Microsoft Internet Explorer provided by Argyll & Bute Council

http://www.argyll-bute.gov.uk/find-my-nearest

Argyll and Bute Council
Realising our potential together

Home Contact Us Do it Online A.Z Website Improvement

Find my nearest

Help Fullscreen

Address Search
pa318rd Search

Argyll And Bute Council, 1A Manse Brae, Lochgilphead, Argyll And Bute, PA31 8RD

Drag the pin onto the map to set your location

Lochgilphead Library
Manse Brae, Lochgilphead, PA31 8QX
Category: Leisure

Mid Argyll Community Pool
Mid Argyll Swimming Pool, Lochgilphead, PA31 8NG

Mid Argyll Sports Centre
Lochgilphead Joint Campus.



Address
Argyll And Bute Council, 1A Manse Brae, Lochgilphead, Argyll And Bute, PA31 8RD

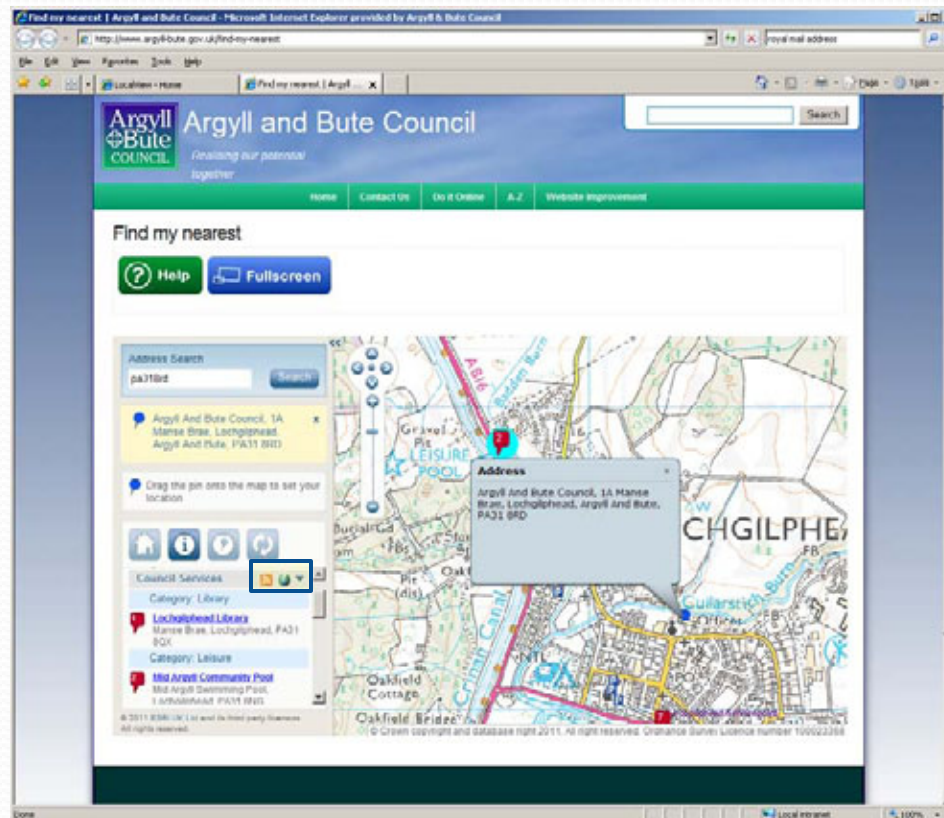
© 2011 ESRI UK Ltd and its third party licensors. All rights reserved.
© Crown copyright and database right 2011. All right reserved. Ordnance Survey Licence number 100023368

Done Local intranet 100%

Find my nearest - 3


If you click on either of the following under each category:

-  RSS Feed - a new window will open which allows you to subscribe to a feed. When you subscribe to feeds updated information is automatically downloaded to your computer and can be viewed in your browser.
-  Show all - the full extent of all returned results for the Council Services feed will be displayed.



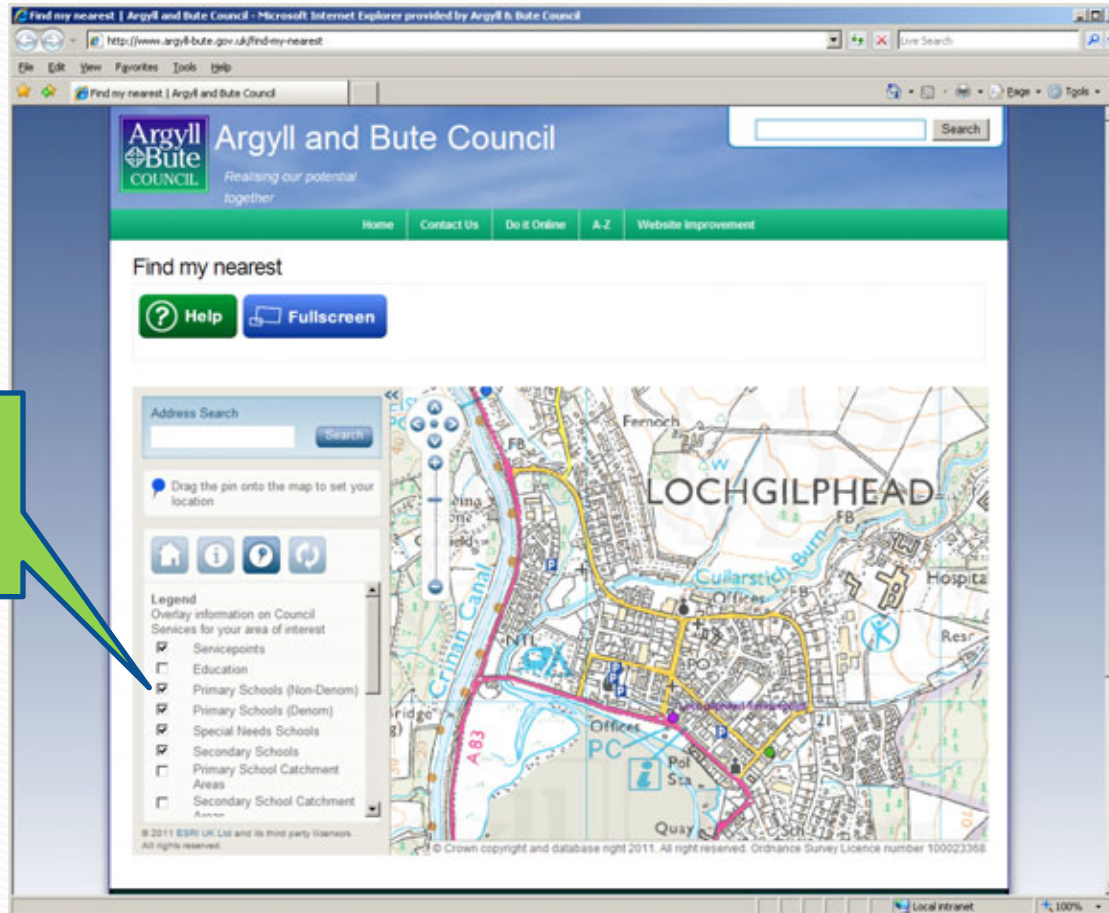
Sites highlighted in blue have a link to another web page – select the text to go to that site (opens in a new window)

Map Layers

Map layers can be accessed by selecting the  icon.

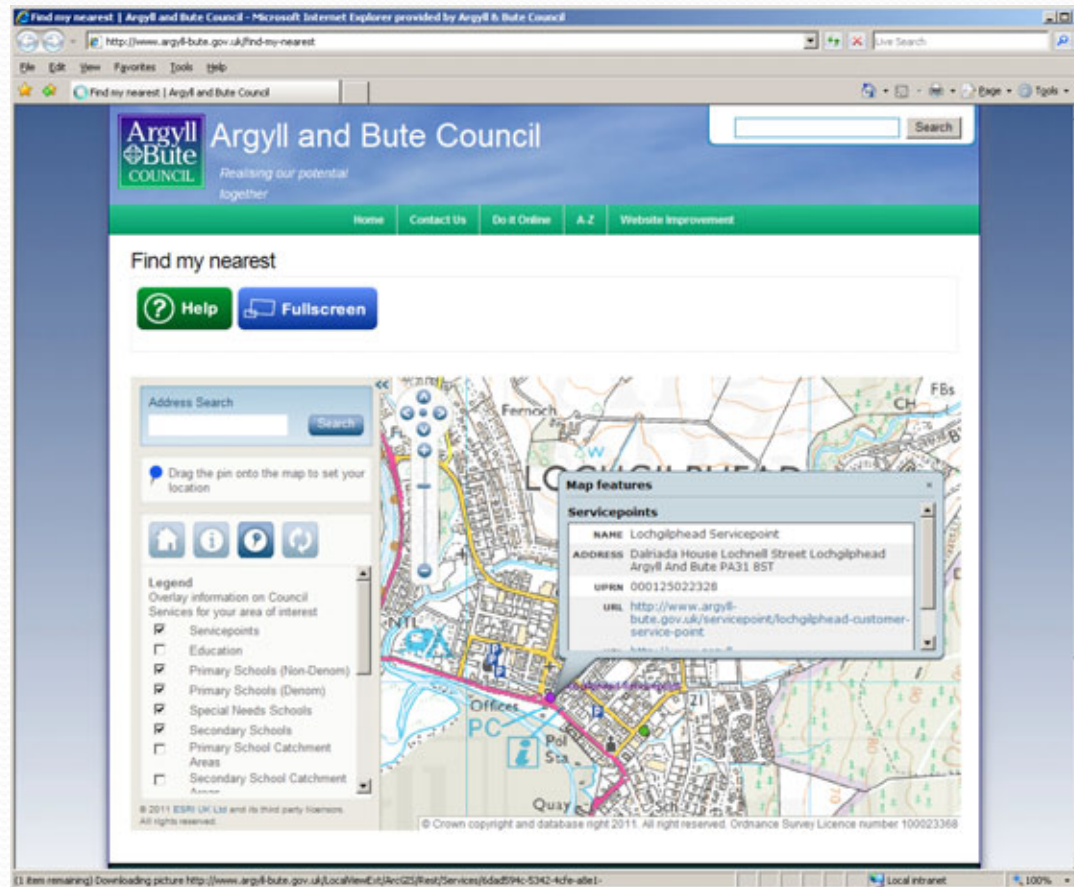
This is the list of all Council services that are available to view. You have the ability to turn different layers on and off and have multiple layers on at any one time. This is simply done by placing a tick in the checkbox.

Layers turned on and visible on the map




Map Layers

You can click on any data that appears as a feature on the map and by doing so additional information is displayed. You can scroll down the list of attributes to see all the information for this feature.



Most of the data has a website link to another Council webpage or an external website. This will open in a new window if selected.

Fullscreen and Reset options

There is an option to expand the page to Fullscreen mode, giving more room to view layers and search results. The map can be reset by selecting the  icon. This will clear any search results and return you to the initial opening screen.

