

# How to...

# ...help for GIS Viewers





- Click **Map Layers** to show all map layers

Layers ☰ ×

Click Here to select a Group Layer ▼

- ☒ GIS Layers
  - + ☒ Transportation
  - + ☒ Territorial Divisions
  - + ☒ Schools
  - + ☒ Hydrology
  - + ☒ Recreation
  - + ☒ Parcels and Subdivisions
  - + ☒ Precincts
  - + ☒ Camp Bullis
  - + ☒ Contour
  - ☒ Comal Boundary >
- ☒ baseLayers
- + ☒ 2015 Imagery
- + ☐ Historical Imagery

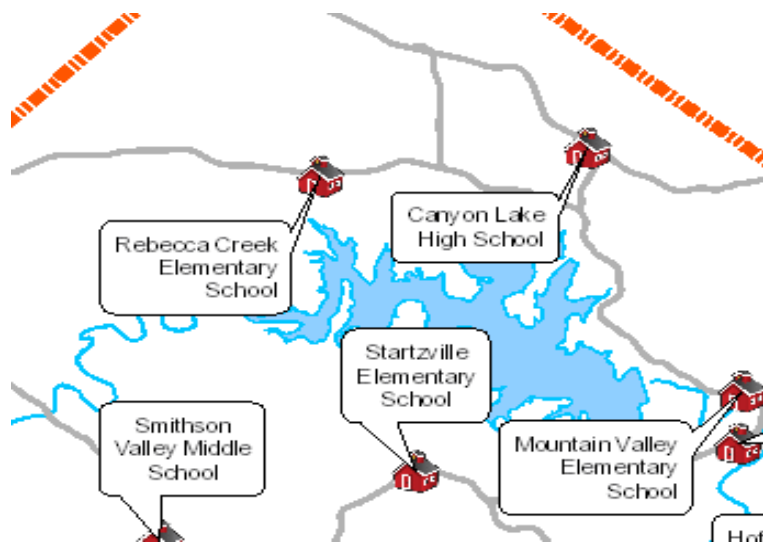
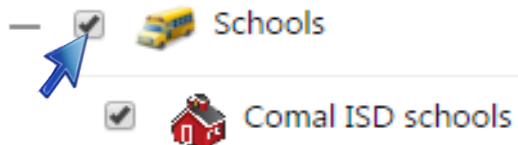
- Click on **+** to expand map layers


— ☒ Schools

- ☐ Comal ISD schools
- ☐ New Braunfels ISD schools
- ☐ Private schools
- + ☒ Elementary School Attendance Zones
- + ☒ Middle School Attendance Zones
- + ☒ High School Attendance Zones




- Check boxes  to turn layers on



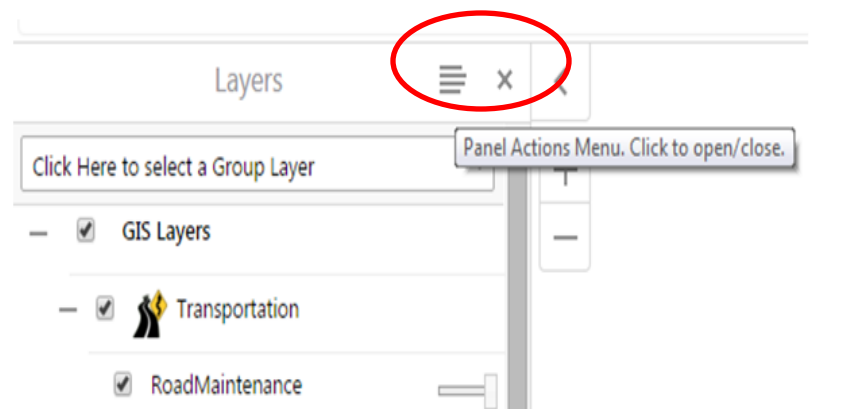
- Click on the box again  uncheck it to turn layers off



- Click on  Panel Actions Menu to display the legend of a layer



Note: not all layers have legends

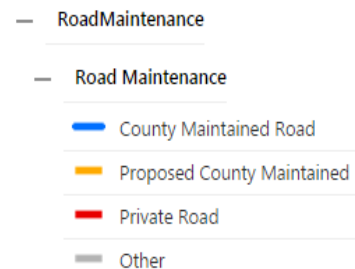


Layers



Show Legend

Display the legend for visible layers





- Click **Zoom In** and draw on the area of interest to Zoom in



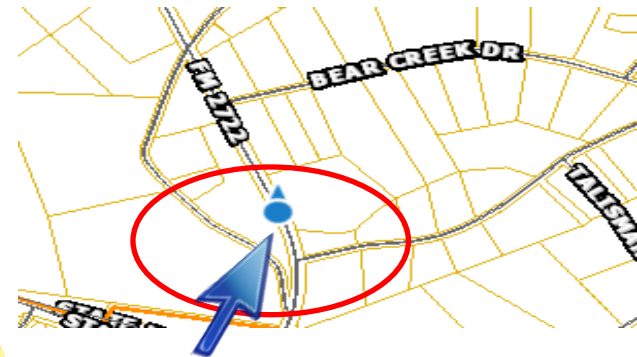
- Click on **Street View** to open the Street View data window



- Click on to center marker on the map



- Drag blue marker to street centerline to view the street on Street View data window



Note: Marker must be placed on street centerline





- To display additional Parcel information click inside the parcel



Workflow (1) [Menu] [Close] [Back]

**Address Layer**

Address: 195 DAVID JONAS DR

Jurisdiction: New Braunfels ETJ

Subdivision: NOT IN SUBDIVISION

Voting Precinct: 103

Zip Code: 78132

**Parcel Layer** [Close]

Property ID: 72529

Owner Name: COMAL COUNTY OF

Legal Description: A-271 SUR-423 A M HOLBROOK, ACRES 6.531

[View Additional Details](#) | [Edit Feature](#)

- Click on [View Additional Details](#)

## ★ Detailed description opens on left side

Parcel Layer [Menu] [Close]

**Description**

Property ID: 72529

Owner Name: COMAL COUNTY OF

Legal Description: A-271 SUR-423 A M HOLBROOK, ACRES 6.531

**Hyperlinks**

[Find More Information in the Appraisal District](#)

**Details**

Property ID: 72529

Owner Name: COMAL COUNTY OF

Legal Description: A-271 SUR-423 A M HOLBROOK, ACRES 6.531

Street Name: DAVID JONAS DR

City: N/A

Zip Code: N/A

[http://taxweb.co.comal.tx.us/clientdb/Property.aspx?cid=1&prop\\_id=72529](http://taxweb.co.comal.tx.us/clientdb/Property.aspx?cid=1&prop_id=72529)

- Click hyperlink to connect to Comal County Appraisal District

**Comal CAD**




**Property Search Results > 72529 COMAL COUNTY OF for Year 2015**

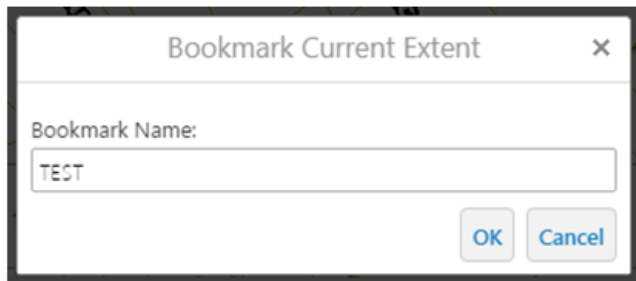
[Details]

**Property**

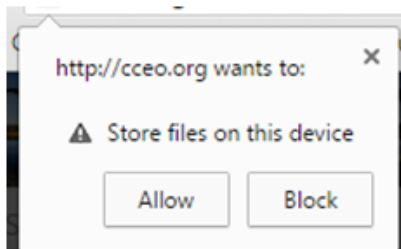
<b>Account</b>	
Property ID:	72529
Geographic ID:	730271000701
Type:	Real
Property Use Code:	100
Property Use Description:	PUBLIC BUILDINGS
<b>Location</b>	
Address:	195 DAVID JONAS DR TX
Neighborhood:	Hwy 46 -W Rural areas
Neighborhood CD:	C382-HWY46
<b>Owner</b>	
Name:	COMAL COUNTY OF
Mailing Address:	150 N SEGUIN AVE STE 201 NEW BRAUNFELS, TX 78130-5122




- To bookmark a map extent click on  **Bookmarks** then , type a Bookmark name and click 

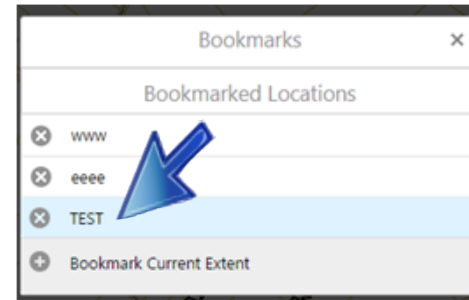




- On left top corner a message appears





- Click Allow to enable saving bookmarks

- To open a bookmark click on  **Bookmarks**
- click on saved bookmark name



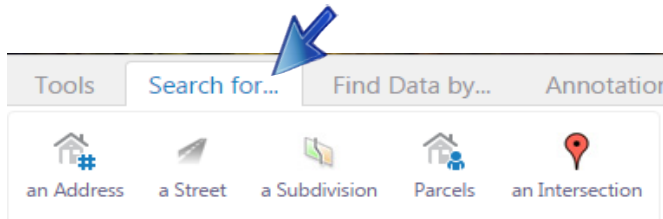
- To print a map click  **Print** button then type a title for your map; add notes if needed and click 



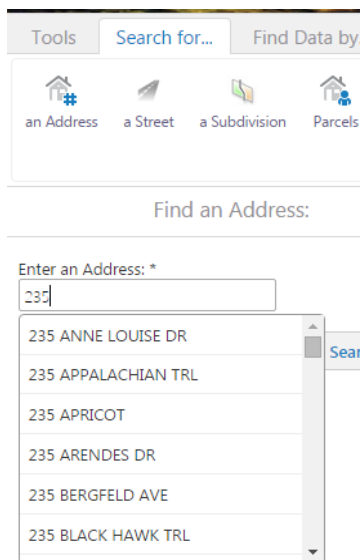
Note: Map can be saved as a file in computer by hovering mouse on bottom right corner until bar appears  and click 



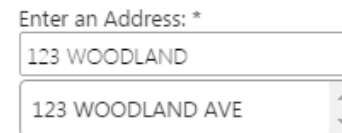
- Click on **Search for...** tab to search for an address, street, subdivision, parcel, or intersection



- If searching for an address, type the street number and wait for the drop down window to display addresses



- Select the address and click **Search** button
- If the address doesn't display on drop down window then type the street name after the street number



- Click **Search** button

- To display data information from GIS layers

zoom into area and click on **Find Data by...** tab

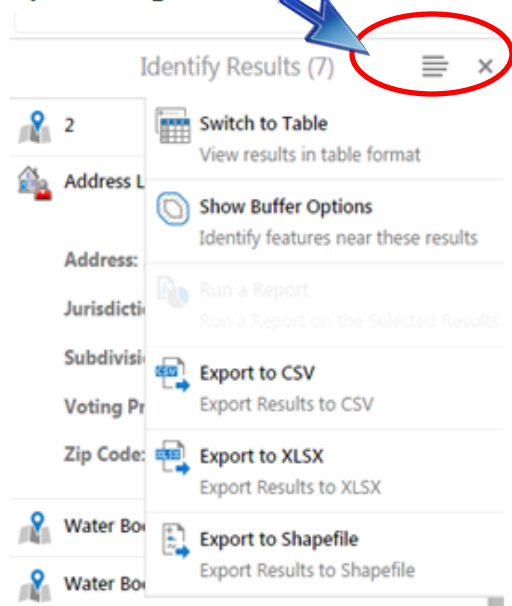
- choose a drawing option **Point** **Freehand** **Line** **Polygon** **Rectangle** and draw on map by clicking over the map.






Note: Layers must be turned on in order to display information

- Data may be exported to different formats

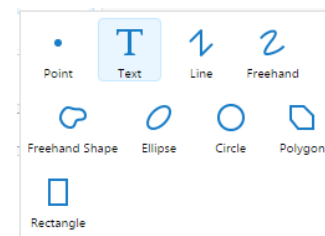
by clicking on  Panel Actions Menu



Name	Type
 Parcels	Microsoft Office Excel Co...
 Water Bodies	Microsoft Office Excel Co...
 Water Bodies Outline	Microsoft Office Excel Co...

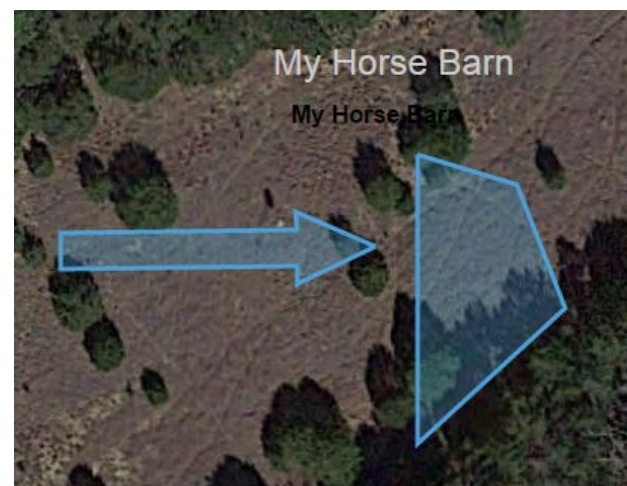
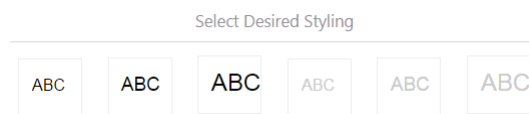
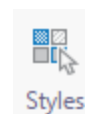
- To add annotations to a map such as

shapes, arrows, and text click on **Annotations** tab



- Choose from an array of tools

- Styles







- Reshape your drawings by clicking on Edit Drawings tool



Edit D... ▼

then on



click on the shape

Edit



Click on grey dots to reshape



and drag

- To delete shape or text click on Erase then click on text or shape



Erase



- To clear all text or drawings from the map click on clear



Clear

Clear All



If you proceed, all current drawings will be permanently erased.  
Continue?

OK

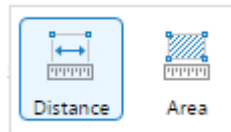
Cancel



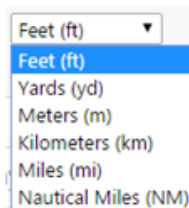
Note: clear cannot be undone

- To measure distance or areas on the map click **Measurements** tab

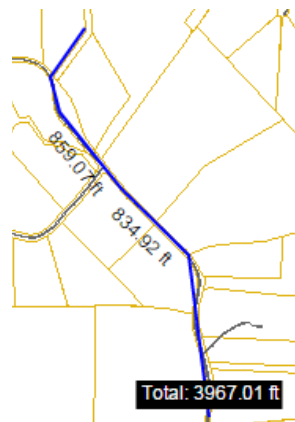
- choose distance or area tool



- Choose measurement type

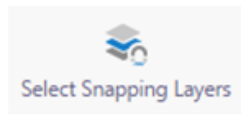


- Draw a measurement line or area by clicking on the map



- End drawing by double-click

- Enable snapping by clicking on



- Choose the layers by checking the boxes

