

Tutorials #1: Creating Maps and Routes

Tutorials

The tutorials in this user manual are designed to acquaint users with the mechanics of plotting routes, capturing and printing screens and the creation of Overlays to facilitate route plotting by showing landmarks and destination points.

The following is a brief outline of the tutorials contained in this manual:

Tutorial 1 involves working with the included Los Angeles Map:

- Create a route to a house in a specified location
- Create a new Overlay
- Use icons to identify the house
- Print both the map and directions

Tutorial 2 involves creating a route for a business application (delivery route):

- Devise a route to optimize mileage and time for a number of deliveries
- Using a new overlay, identify all delivery points with a number of icons
- Print both the driving instructions and the map for future use

Tutorial 3 works on the U.S.A. map to create a cross-country vacation itinerary to visit a number of holiday spots:

- As above, points will be identified by icons and the driving instructions and map printed

After completing these tutorials, the user will be familiar with all of **Key Travel Map for Windows'** features and the production of maps and routes in the future will be considerably easier.

Tutorial 1: A Map for Out of Towners

A party is being held and a number of out of town guests have been invited. The guests are instructed to enter the Los Angeles area via the Freeway. A map must be produced to show the guests the easiest route to the party.

The map displays a route from a Freeway Exit to the house where the party is being held. In addition, the driving directions are printed so that copies may be sent to the guests. For this exercise, use 274 N. Las Palmas Avenue as the house address.

The exercise contains the following steps:

- Locate the address
- Place an icon at the address representing the house
- Create the route
- Copy the map to the Windows Clipboard so that it can be printed
- Print the driving directions

Key Travel Map CD-ROM for Windows

Step 1: Locate The House on the Los Angeles Map

After Windows is up and running, start **Key Travel Map for Windows** by double clicking on the *Key Travel Map for CD icon* in the Windows display. The opening **Key Travel Map for Windows** screen is shown.



The Key Travel Map for CD group

NOTE: At the opening **Key Travel Map for Windows** screen, switch the Tool Bar on by clicking on Edit in the Menu Bar. The Tool Bar, Status Bar and Scroll Bars can be made visible from the Edit option. These Bars are visible (and active) when a tick is displayed next to them in the Edit drop down Menu.

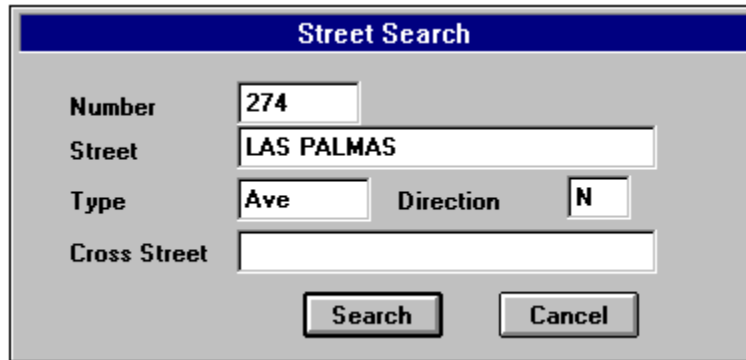
To open the Los Angeles Map included on the CD-ROM with the **Key Travel Map for Windows** program:

- Click **File** in the Menu Bar.
- Click *Map Selection* from the Pull down menu.
- Select the **Los Angeles, CA** map from the list by highlighting it and click OK, OR Press Enter.

NOTE: All of the tutorials assume that a mouse is being used with Windows. If a mouse is not currently installed, refer to a Windows Manual for instructions on screen navigation without a mouse.

- To find the house address either use the Streets Menu and click Find Street, OR click on the Find Street Tool to display the Street Search Dialog box, with all of the fields empty. Enter the address as shown below.

Key Travel Map CD-ROM for Windows

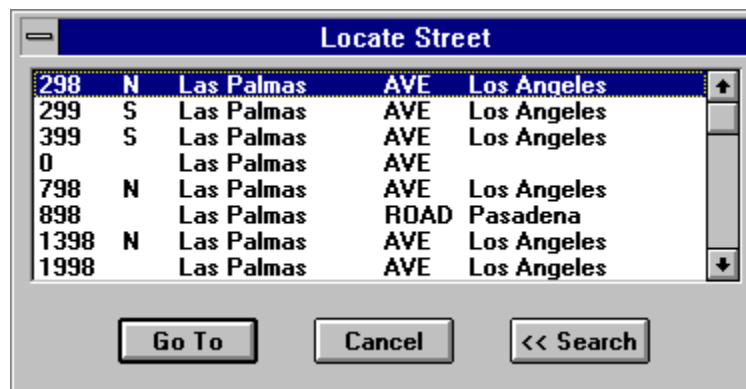


Street Search

Number: 274
Street: LAS PALMAS
Type: Ave Direction: N
Cross Street:

Search Cancel

- Click Search OR Press Enter. A number of possible addresses are displayed:



Locate Street

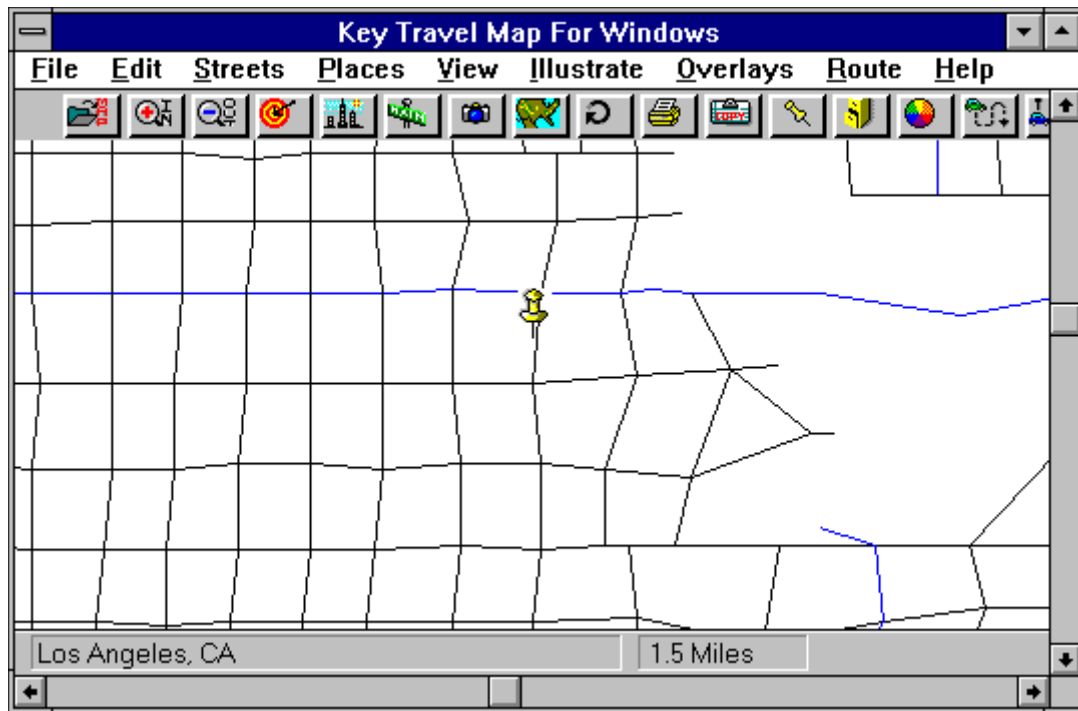
298	N	Las Palmas	AVE	Los Angeles
299	S	Las Palmas	AVE	Los Angeles
399	S	Las Palmas	AVE	Los Angeles
0		Las Palmas	AVE	
798	N	Las Palmas	AVE	Los Angeles
898		Las Palmas	ROAD	Pasadena
1398	N	Las Palmas	AVE	Los Angeles
1998		Las Palmas	AVE	Los Angeles

Go To Cancel << Search

Of the addresses listed, 298 N. Las Palmas is the closest to the actual address of the party.

- Highlight 298 N. Las Palmas AVE, Los Angeles and click GoTo OR Press Enter. Key Travel Map for Windows instantly regenerates the map with the selected location in the center of the screen. A "Map Pin" shows the location of the selected address.

Key Travel Map CD-ROM for Windows



Step 2: Identifying the Selected Address

To show the location of the selected address:

- Select and place an icon to identify the house's location
- Label the location with the address information

The following procedures must be carried out:

- Create a new Overlay
- Enter the data (address) of the location
- Select an icon and place it on the map
- Label the location of the house with a text label

Creating A New Overlay

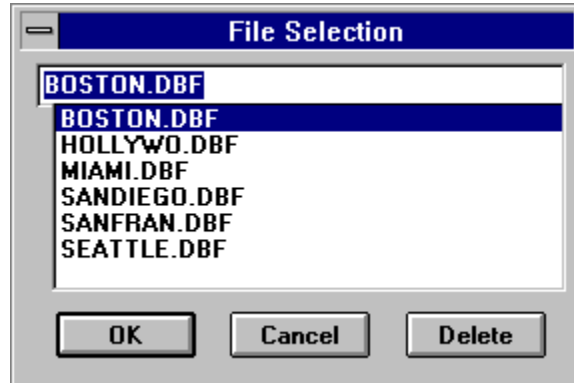
- Click on Overlays in the Menu Bar. From the Pull down menu select Open.

At this point, **Key Travel Map for Windows** offers the option to open any existing overlays on

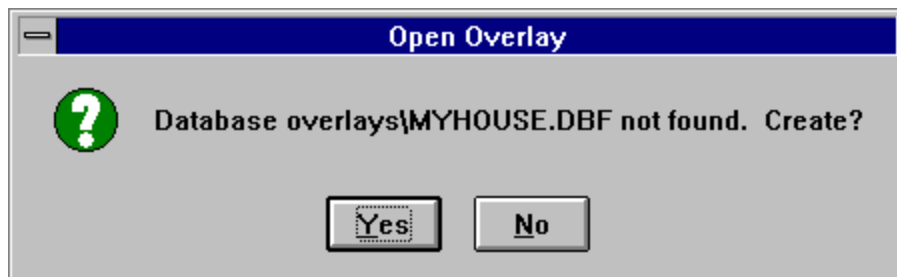
Key Travel Map CD-ROM for Windows

the hard drive.

- Enter the Filename MYHOUSE in File Selection Dialog box as displayed in the following figure:



- Click OK OR Press Enter. Since the selected overlay has not previously been created, Key Travel Map for Windows prompts the user to create it. The following Confirmation box is displayed.



Clicking YES opens the new overlay, MYHOUSE. The Overlay Input Dialog box is displayed, with all the fields empty.

Enter the following information:


GROUP: MYHOUSE
NAME: MYHOUSE
STREET: 274 N. Las Palmas Ave.
CITY: Los Angeles
STATE: CA

Select an icon by clicking on one of the Icon arrows near the top of The Overlay Input Dialog box. All of the available icons are presented for selection.

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NOTE: Key Travel Map for Windows has over 50 icons available for use in Overlays.

Overlay: HOLLYWO.DBF

Group: MYHOUSE Icon:  ↑ ↓

Name: MYHOUSE

Street: 274 N. LAS PALMAS AVE.

City: HOLLYWOOD

State: CA Zip:

Phone:

Comments:

Find

Add

Update

Delete

Geocode

Plot

Clear

<< >>

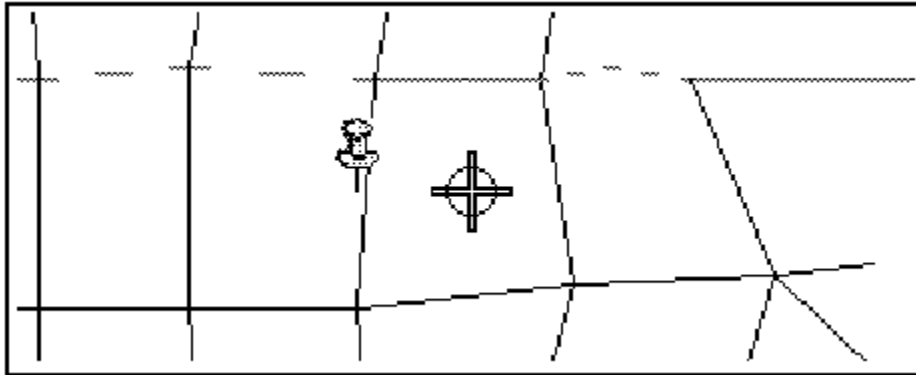
Hide

After all of the information associated with this entry has been entered, including the selection of the icon, click on Add. This saves all of the entered information to the MYHOUSE Overlay and clears the Overlay Input Dialog box

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Positioning the Icon

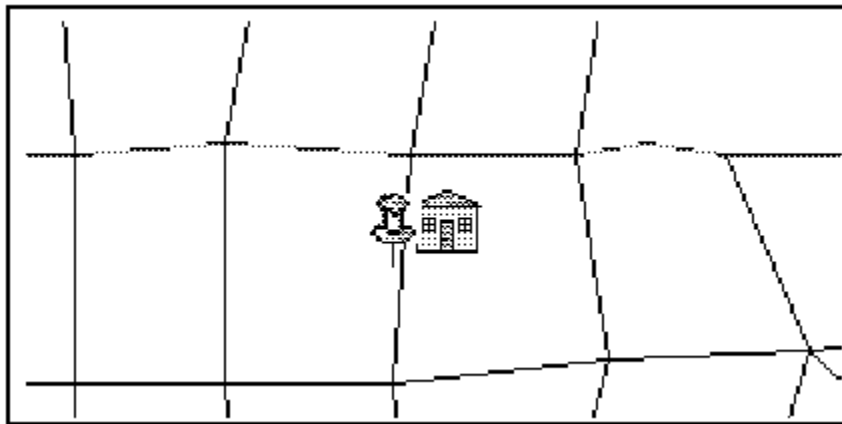
- To position the icon on the map, click on Find and select the required record from the Select Record Dialog box, then click on Geocode. The Overlay Input Dialog box is cleared and the current map is displayed. The cursor changes to a circle with a double cross superimposed.



- Move the cursor to the right of Las Palmas and click the LEFT mouse button. The cursor disappears and control is returned to the Overlay Input Dialog box.

The House Icon is positioned, relative to the entered address.

- In the Overlay Input Dialog box, click Plot then Hide. This removes the Overlay Input Dialog box, and returns control to the map display.

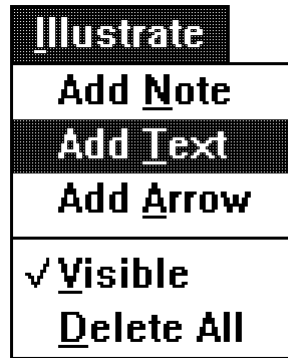


NOTE: For the selected icon to be displayed, ensure that the Show Objects from the Overlays Menu is toggled on.

Step 3: Labeling The Address

After positioning the house icon, a text label must be created and placed under the icon.

- To add the address of the house, click Illustrate in the Menu Bar and select Add Text.



- The cursor changes to an "I" Bar. Place the cursor to the left and below the House icon and click the LEFT mouse button. The Add Text Dialog box is displayed. Enter Our House: 274 N. Las Palmas Ave.

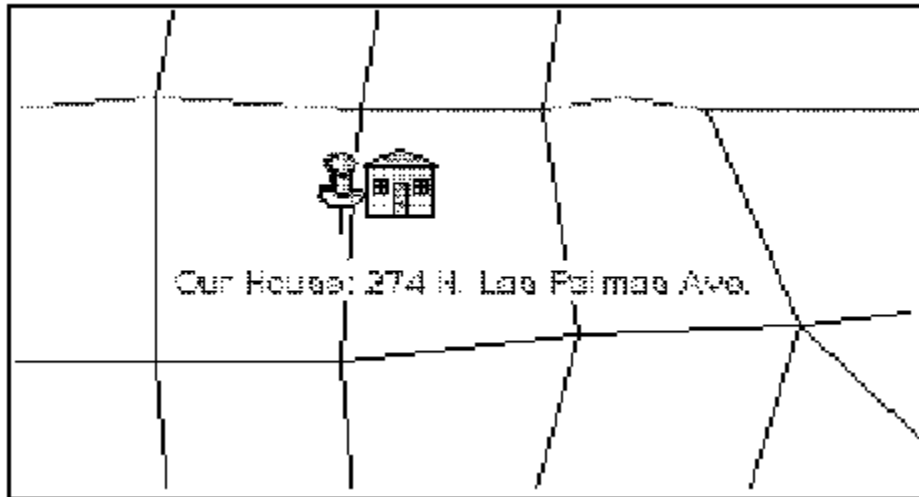


After entering the text, Press Enter. The Add Text Dialog box is removed and the text typed in is placed below the House icon. Its color and point size depend on the settings in the Preferences Menu.

NOTE: The Font settings (in the Preference Menu) for text cannot be effectively modified after the text has been entered. The required Font settings must be designated before text is entered.

Key Travel Map CD-ROM for Windows

The Icon with the address label is shown below.



Step 4: The Route

To create the routing for the guests:

- Select a Start point
- Select an End point
- Create the Route

Selecting the Start Point

Key Travel Map for Windows makes it very easy to find the starting point for the route.

- Use either the Find Street feature in the Streets Menu (in the Menu Bar), or click on the Find Street Tool in the Tool Bar.

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Whichever is used, the Street Search Dialog box is displayed. Enter the following information

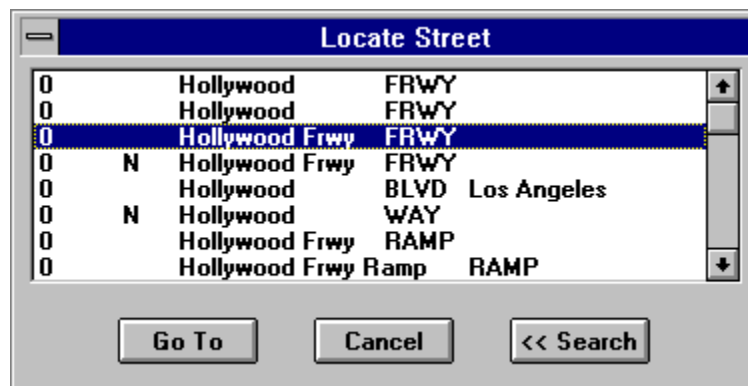
Street: Hollywood
Type: Frwy

Press Enter OR click on Search.



Number	<input type="text"/>
Street	<input type="text" value="Hollywood"/>
Type	<input type="text" value="FRWY"/>
Direction	<input type="text"/>
Cross Street	<input type="text"/>

In a few moments the Locate Street Dialog box is displayed.



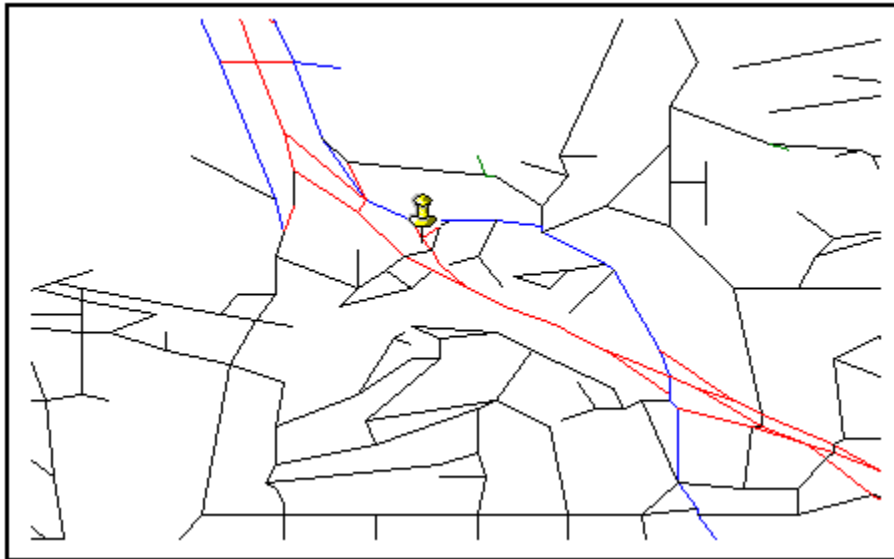
0	Hollywood	FRWY
0	Hollywood	FRWY
0	Hollywood Frwy	FRWY
0	N Hollywood Frwy	FRWY
0	Hollywood	BLVD Los Angeles
0	N Hollywood	WAY
0	Hollywood Frwy	RAMP
0	Hollywood Frwy Ramp	RAMP

- Select 0 Hollywood Frwy FRWY by highlighting it with the mouse as shown above.
- Double click on this address, OR click GoTo OR Press Enter.

The map is regenerated and the highlighted street is displayed with a "Map Pin" indicating the selected block.

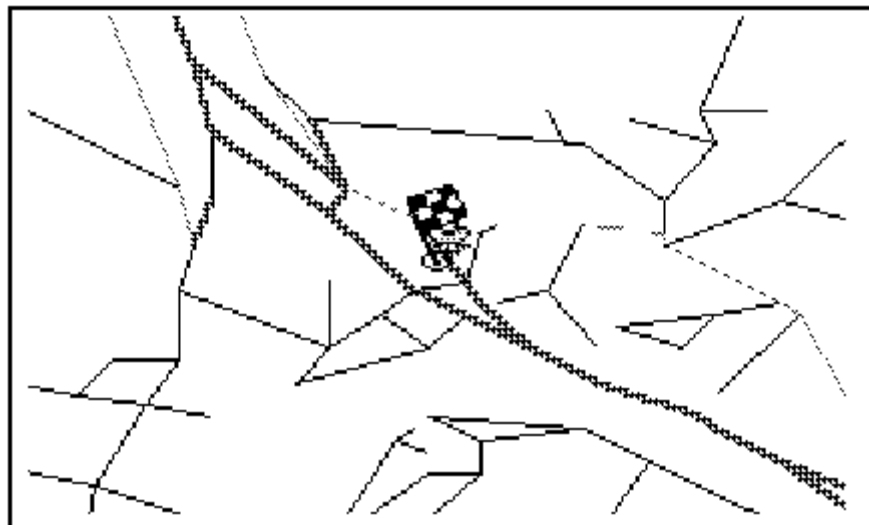
NOTE: Key Travel Map for Windows locates CITY BLOCKS or STREETS, not specific addresses. Hence, 0 Hollywood Freeway is displayed.

Key Travel Map CD-ROM for Windows



NOTE: In the Preferences Menu, Freeways were set as a thicker line for clarity in this tutorial. If a color monitor is being used, the Hollywood Freeway is displayed as a thick red line.

- To select this point as the Starting Street, click on Route in the Menu Bar and select Start Street. Or use the Start Street Tool in the Tool Bar. The cursor changes to a checkered flag.
- Position the flag on the segment of the Freeway indicated by the Map Pin as displayed below

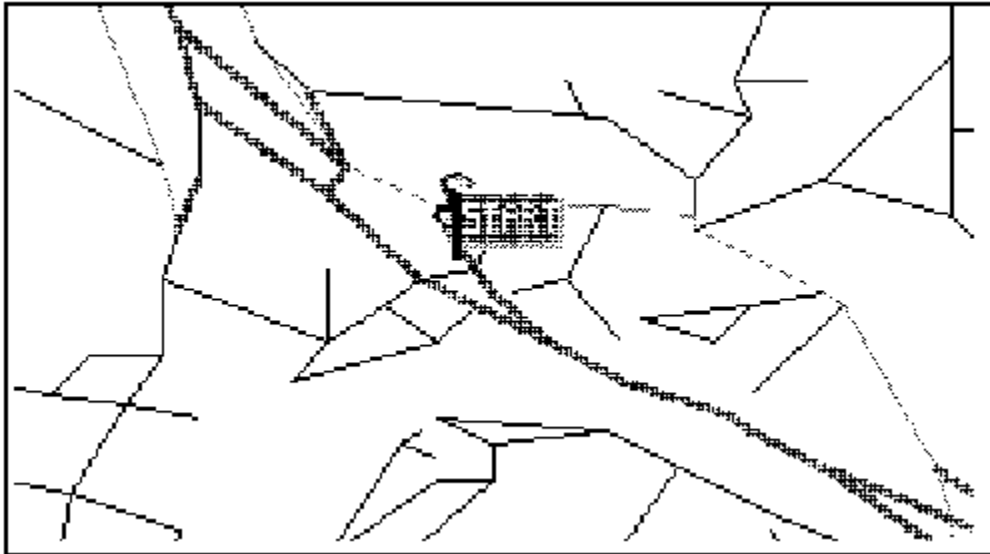


Key Travel Map CD-ROM for Windows

Before **Key Travel Map for Windows** selects the road as the Start Street for the route, the user is prompted to confirm that it is the correct starting point.



- Click OK. The map is regenerated and the Start Flag is displayed on the selected point.



Key Travel Map CD-ROM for Windows

Selecting the Finish Street

The finish of the route is the party address. Use the scroll bars (on the right side and at the bottom of the screen) to move the display to show the house, or use the Find Street Tool. Either way, the same technique employed in determining the Starting Point can be used in selecting the Finish Street.

- After locating the Finish Street, click on Route in the Menu Bar and select Finish Street OR use the Finish Street Tool in the Tool Bar (the Red Car).
- Place the checkered flag on the city block where the House icon is located and click the LEFT mouse button. The next step is creating the route.



Step 5: Creating the Route

With the Start and Finish streets selected, the only step remaining is to establish any restrictions in the Route IQ. The Route IQ determines the quality of the route generated between designated Start and Finish Points. For the purpose of this exercise it can be assumed that the guests are arriving during rush hour, therefore it would be preferable for them to exit from the Hollywood Freeway and make their way to the house through town. In order to do this:

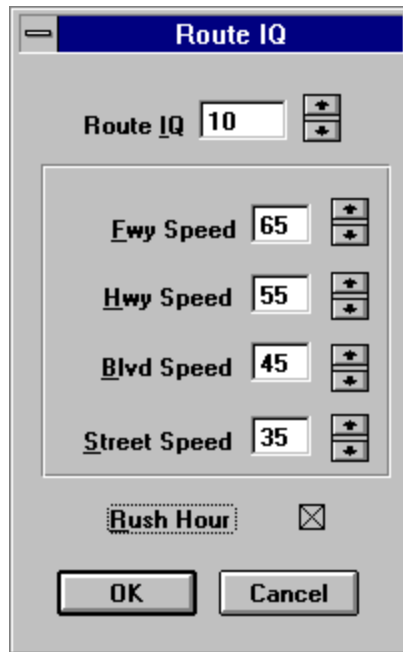
- Change the Route IQ to include Rush Hour
- Create the Route

Key Travel Map CD-ROM for Windows

Setting the Route IQ

To change the Route IQ, click on Route in the Menu Bar and select Route IQ.

- When the Route IQ Dialog box is displayed, click in the box to the right of Rush Hour. An X appears. Click on OK.



Before creating the route, ensure that the entire route area is visible on the display, by verifying that Auto Scale is turned on.

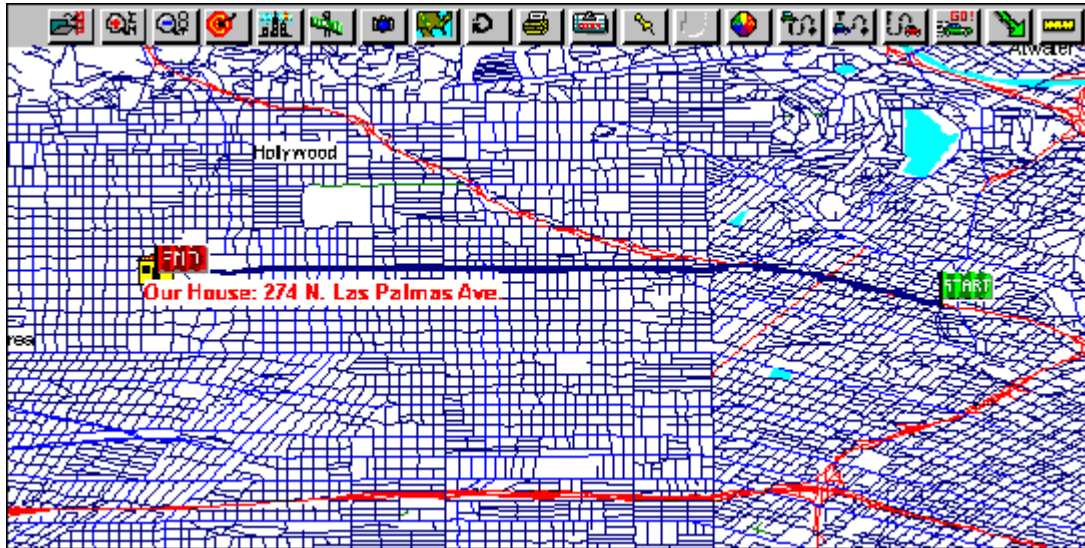
- Access the Route Menu and if there is no check mark beside Auto Scale, place the pointer on it and click the LEFT mouse button.

Now create the route.

- Click on Route in the Menu Bar and select Create Route or click on the Create Route Tool in the Tool Bar.

Key Travel Map CD-ROM for Windows

In a few moments, depending on the speed of the computer, the route is displayed in a contrasting color. On a color display, the default color is yellow. The route should be displayed as in the following figure.



Step 6: Printing the Directions

After the Route has been created, the directions can be viewed or printed. Click Route in the Menu Bar and select Show Directions. The driving directions are displayed on the screen. These driving directions can be printed by clicking on Print and are displayed as shown in the following section.

Start	On Hollywood Frwy
Continue	On Hollywood Heading SE For 7 Blocks 0.28 Miles
Turn Right	On Cahuenga Heading S For 20 Blocks 1.54 Miles
Turn Right	On Waring Heading W For 5 Blocks 0.31 Miles
Turn Left	On June Heading S For 5 Blocks 0.63 Miles
Turn Right	On Beverly Heading W For 1 Block 0.07 Miles
Turn Left	On Las Palmas Heading S For 1 Blocks 0.17 Miles
Finish	On Las Palmas
Total Miles	2.91 Miles

The above directions are suggested driving instructions only. Actual distances may vary depending on the geography of the given area.

Key Travel Map's suggested directions may not be applicable for all routing requirements.

Key Travel Map CD-ROM for Windows

Step 7: Capturing the Screen

In order to save a map of the route, capture the screen and print it to send to the guests.

- Click on the Copy Tool in the Tool Bar and the current map display is copied to the Windows Clipboard.

The map can be imported into any number of programs, manipulated or added to a word processor document and printed.

Check the Windows Manual for information on using the clipboard and the relevant documentation which accompanied any program to which the clipboard file is to be imported.

NOTE: Only ONE file can be in the clipboard at any given time. Be sure to save the file before copying another to the clipboard.

Step 8: Printing a Hardcopy

A copy of the map and route can be made at any time. Use the Hardcopy feature (in the File Menu), or click on the Hardcopy Tool in the Tool Bar.

The Printer Options Dialog box is displayed. Bear in mind that the print quality selected has a direct bearing on the length of time required to print the map.

NOTE: Key Travel Map for Windows may operate very sluggishly, if the Print Manager is turned on and work continued in **Key Travel Map for Windows** while printing a map. This depends on the amount of memory available for the Print Manager and on the Windows configuration.

Step 9: Labeling Work (optional)

Notes can be added to work carried out in **Key Travel Map for Windows** if required. The Freeway Exit or major intersections can be labeled.

Step 10: Saving Work

At this point it is a good idea to save the work carried out up to this point. The session can be saved by either accessing the Save Session feature from the File Menu in the Menu Bar or clicking on the Save Session Tool in the Tool Bar. The result is the same.

After a session has been saved, it can be accessed at a later date by using the Open Session.. feature.