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## What is Select Street Atlas?

*Select Street Atlas* is a comprehensive digital street map of the United States that is indispensable for both business and home use. Create and print customized maps of any part of the country – for planning business trips or vacations, for locating potential or existing customers, or to help your customers find you! And unlike other mapping programs on the market, with *Select Street Atlas'* friendly licensing terms, you can make practical use of the maps you create.

The software lets you:

- Locate any place in the country quickly and easily

- Find and identify individual streets anywhere in the United States

- Create customized maps by adding your own information, including customer lists

- Add directions, place text, highlight routes, locate customers, and identify houses and businesses

- Print detailed maps in dozens of scales in black & white or color

- Choose from a database of 1 million important business, travel, and personal destinations and add them to the maps.

- Automatically add listings to the maps from any database of your own that includes 9-digit ZIP codes, including your address book, customer list, or prospect database

- Add information to maps from Pro CD's extensive line of electronic telephone directories

# Map Reproduction Rights

*Select Street Atlas* gives you the power to customize and produce an unlimited variety of maps. And while Pro CD authorizes you to use these maps in many ways – both personally and professionally – they are copyrighted. These maps are not clip art and they are not public domain maps. As such, they may only be used according to the terms of the *Select Street Atlas* License Agreement.

This section gives a summary of the rights you have to use these maps, as well as some of the uses which are not allowed. For specific information, please see the [License Agreement](#) included with the User Guide and on-line help.

## Authorized Uses

You may reproduce paper maps for a wide variety of non-commercial uses. Maps that you publish in paper periodicals have the following limitations:

- No map illustration may be larger than 8.5 inches by 11 inches

- No single issue may contain more than five illustrations

- The periodical publication may not be an atlas or collection of maps

You may also reproduce paper locator maps in flyers, brochures, reports, appraisals, and catalogs for distribution at no extra charge, subject to the following limitations

- No distribution may occur in quantities exceeding 5,000 copies

- No single issue may contain more than five illustrations

- The distribution shall not constitute a publication for sale or contain paid advertising

You may use map displays and print-outs in presentations, subject to the limitation that they are not distributed over any electronic media, such as television, videotape, or coaxial cable. You may modify maps and export them into other compatible software, so long as the required copyright notices are included on each copy or print of the map.

Copyright notices must be clearly displayed on any reproduction or adaptation made, and modifying the base maps does not affect the copyright of these maps.

## Non-authorized uses:

Maps produced with *Select Street Atlas* may not be sold, nor may they be used in any of the following:

- Books

- Commercial Software

- Multimedia kiosks

- Displays on commercial, public, or private on-line services, bulletin boards, or the Internet

- Clothing, textiles, wallpaper, or other paper products or similar commercial materials

- Maps or globes for sale in commercial distribution (including sheet maps, posters, prints, atlases, or collections of maps or directories)

More Information:

If you are in doubt about the legality of a proposed use of a map, please call Pro CD at 508-750-0055.



# A Family of Products from Pro CD

*Select Street Atlas* is part of a complete family of products from Pro CD. Each product contains its own data and searching capabilities. Look for these Pro CD products for your business needs:

## Select PHONE DELUXE

U.S. business and residential listings on six CD-ROM discs, Free Phone (one disc), plus a bonus business listing disc, and free update

Listings may be searched by name, street address, city, state, ZIP code, telephone number, and business type or SIC code

## Select PHONE

U.S. business and residential listings on six CD-ROM discs

Listings may be searched by name, street address, city, state, ZIP code, telephone number, and business type or SIC code

## Net PHONE

All of the data, searching and downloading features of *Select Phone*, *Home and Business Phone*, and *Free Phone*, plus a bonus business listings disc, all packaged for use on networks by up to 5, 10, 25, or 50 seats

Listings may be searched by name, street address, city, state, ZIP code, telephone number, and business type or SIC code

## Canada PHONE

Canadian business and residential listings on one CD-ROM disc

Listings may be searched by name, city, province, post code, telephone number, and business type or SIC code

## Free PHONE

AT&T's nationwide toll free listings on one CD-ROM disc

Listings may be searched by name, address, city, state, ZIP code, telephone number, and business type or SIC code.

## Home and Business PHONE

U.S. Business and residential listings on three CD-ROM discs

*Home Phone* listings may be searched by name, then limited by other fields. *Business Phone* listings may be searched by name or any portion of telephone number, then limited by other fields.

## Home PHONE

U.S. residential listings on two regional CD-ROM discs

Listings may be searched by name, then limited by other fields

## Business PHONE

U.S. business listings on one CD-ROM disc

Listings may be searched by name or any portion of telephone number, then limited by other fields

**Canada Home PHONE**

Canadian residential listings on one CD-ROM disc

Listings may be searched by name, then limited by other fields

**Pro CD Fax BOOK**

Published U.S. and Canadian fax numbers on one CD-ROM disc. Bundled with *Delrina WinFax Lite for Windows*

Listings may be searched by name, address, city, state/province, ZIP/post code, fax number, and business type or SIC code

**For more information:**

Call us at 1-800-99-CDROM

Fax us at 508-750-0070

## Find a particular place

*Select Street Atlas* contains maps showing nearly every street in the United States and a large database of important places and features. This geographic information can be viewed at ten different levels ranging from the most general – where the United States fills the entire screen – to the most specific, where only one or two miles fill the entire screen.

The easiest way to find a particular place in this atlas is to use the Find option, accessible from either the Edit menu or the Tool Bar. Find allows you to specify a particular area by entering a state, a city/place (town, village, major park, airport, university, or point of interest), county, area code/exchange, ZIP code, or street. To find a street, you must first go to the map of the general area by finding a place, ZIP code, or area code/exchange.

If you know the location of the place you want to find, you can always use the cursor, while in Navigate mode, to zoom quickly to that part of the map and double click to zoom in from there.



## Move around the map

*Select Street Atlas* is designed to allow you to move around the geographic atlas quickly and easily. You can change the area you are viewing by:

1. Bringing the general area you're looking for onscreen by using either the Find option or by using the Navigate cursor to zoom to a particular area.
2. Removing detail from the map and viewing a larger area by using the Zoom Out button, or selecting a higher level in the Map menu once in the general area. You can add detail to the map and view a smaller area by using the Zoom In button, or selecting a lower map level.
3. Moving the map sideways or up and down by clicking on the scrollbars (see View menu). Or, if you are in Navigate mode, you can simply click on the map to center it on that point.

HINT: You can save a particular map for recall in the future by using the Save option in the File menu or Tool Bar.

## See a map of Alaska or Hawaii

There are three ways to access maps of Alaska and Hawaii:

1. Use the Find option to select the state, a city, ZIP code, or telephone area code and exchange within the state.
2. Use the cursor while in Navigate mode to zoom to a particular area by dragging a rectangle on the Alaska or Hawaii insets in the **National** level map.
3. Select Alaska or Hawaii from the Map menu.

Because these states are not part of the continental U.S., you cannot use the scrollbars to move there from other states.

There are no **Regional** or **Multistate** map levels for Alaska or Hawaii. Also, at the lower geographic levels, oceans are not filled with blue.

# Customize a map

*Select Street Atlas* allows you to customize the standard atlas map in four ways:

1. Drag Symbols onto the map and label them with text of your choice, or add a text block alone. Use this option to mark businesses or your home, to add specific directions, or to label features not automatically labeled by the software.
2. Selectively add important Places to the map. *Select Street Atlas* contains the locations of more than a million business locations – hotels, restaurants, stores, sports facilities, travel and local services, and more. The software allows you to add these either by category or individually.
3. Import your own listings and display them on the map.
4. Highlight particular streets on the map. Use this option if you want to use the map to give directions.

Store any annotations you make by using the Save... or **Save As...** options from the File menu or Tool Bar.

## Identify unlabeled features

*Select Street Atlas* automatically determines which features to label so that the map is not cluttered. Sometimes, the name of a particular street does not show on the map because there is not enough room to automatically draw the label.

Change to Identify mode to reveal the name of unlabeled features in the status bar. You can identify:

1. Streets
2. Places
3. Symbols/Listings

## Add Locations to the Map

*Select Street Atlas* includes software that locates addresses on a map based on either latitude/longitude coordinates or a ZIP+4 postal code. Use this feature to map any database that incorporates 9-digit ZIP codes, including customer accounts, your address book, or lists from any Pro CD telephone directory or other external database.

You can import up to 2,500 listings per session.

To import your listings you must have a comma-separated text file containing either of two sets of information:

- Latitude, Longitude, and Name
- Name, Address, City, State, and 9-digit ZIP code

See the [Import](#) section for more information on loading your data.

### **Related Topics:**

[File Formats for Imported Data](#)

[Preparing Addresses in Select Phone](#)

[Appending ZIP+4 Postal Codes to Your Database](#)

## File Formats for Imported Data

The following are samples of the two valid *Select Street Atlas* import file types. In order for the files to import properly, the files must be comma-delimited text files with the fields in the order shown below.

### Latitude/Longitude

Fields included:

"latitude","longitude","name"

Notes:

The fields must be in the order given above. If your fields are in any other order, they will not load properly.

Both latitude and longitude must be in decimal degrees format rather than degrees, minutes, & seconds.

Only the first 30 characters of the listing name will be shown on the map.

Additional fields, if included after "name" in the file, will be ignored.

See the file PARKS.TXT in the \MAPDATA sub-directory for a sample of this file format.

Quotation marks are optional.

Sample:

"38.893980","-77.041373","Dar Museum General Information","1776 D St  
Nw","Washington","DC","20006-5303","202-628-1776",""

"38.896047","-77.026249","Ford's Theater National Park Service House Whe","511 10th St  
Nw","Washington","DC","20004-1499","202-426-6830",""

"38.886970","-77.025513","National Museum Of African Art","950 Indep Av  
Sw","Washington","DC","20004","202-357-1300",""

"44.837669","-67.033052","Lubec Municipal Airport"

"71.286156","-156.762369","Wiley Post Will Rogers Mem Airp"

"19.445393","-155.891677","Ho'okena Elem-Inter School"

### ZIP+4 Address Format

Fields Included:

"name","address","city","state","9-digit ZIP code"

Notes:

The fields must be in the order stated above. If they are in any other order, your file will not import properly.

Only the first 30 characters of the listing name will be shown on the map.

Additional fields, if included after 9-digit ZIP code, will be ignored.

For faster loading, sort your address file by 9-digit ZIP code before importing your addresses.

See the file AMUSEMNT.TXT in the \MAPDATA subdirectory for a sample of this file format.

Quotation marks are optional.

Sample:

"Anheuser-Busch Theme Park", "104 5th Ave", "Carnegie", "PA", "15106-2302"

"Dorney Pk & Wildwater Kingdom", "3830 Dorney Park Rd", "Allentown", "PA", "18104-5803"

"Enchanted Forest", "10060 Baltimore National Pike", "Ellicott City", "MD", "21042-3612"

"Busch Gardens Williamsburg", "1901 N Moore St", "Arlington", "VA", "22209-1706"

## Preparing Addresses in Select Phone

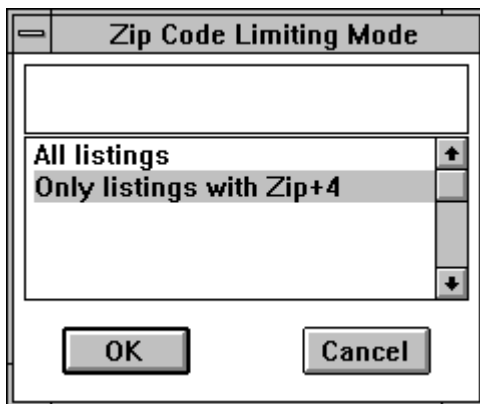
This section gives you directions on how to export listings from *Select Phone* (or any other Pro CD telephone directory that allows export) so they can easily be imported into *Select Street Atlas*.

1. In *Select Phone*, build the list of addresses you wish to add to the map using *Select Phone*'s search and tag features. (See *Select Phone* documentation for information on how to do this.)
2. To be sure that your list only includes addresses with 9-digit ZIP codes, press the Zip button in the *Select Phone* Main Display window.

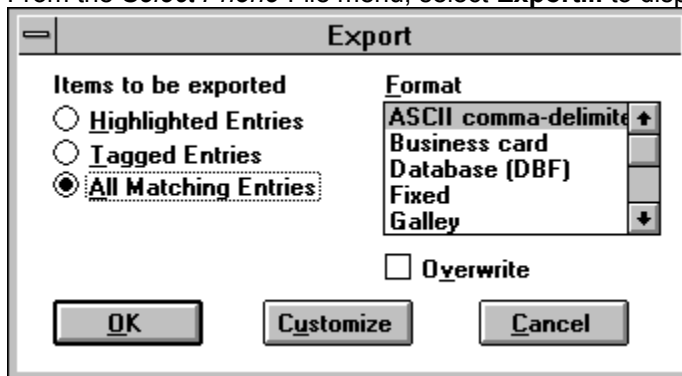


Name (All)	Address	City	State	Zip (Zip+4 Only)	Telephone	SIC Code

3. Select **Only listings with ZIP+4** in the Zip Code Limiting Mode dialog box, and press **OK** to return to the Main Display window:

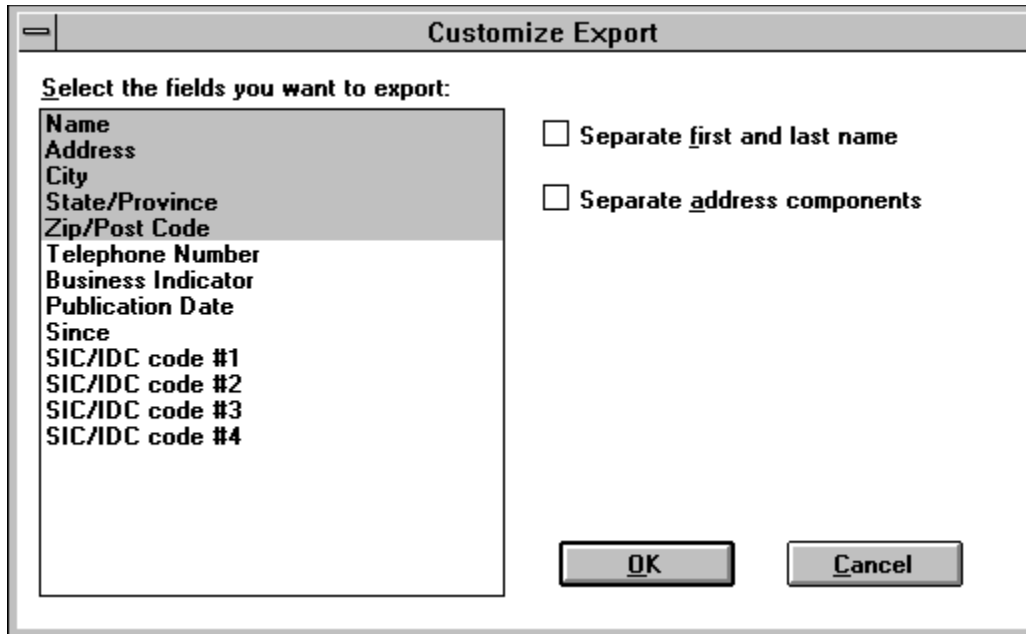


3. From the *Select Phone* File menu, select **Export...** to display the Export dialog box:



4. Under **Format**, select **ASCII** (1995 edition 2.0 or earlier) or **ASCII comma-delimited** (1996 edition 1.0). In 1996 edition 2.0, choose the **Select Street Atlas** format.
5. Press the **Customize** button to display the Customize Export dialog box:





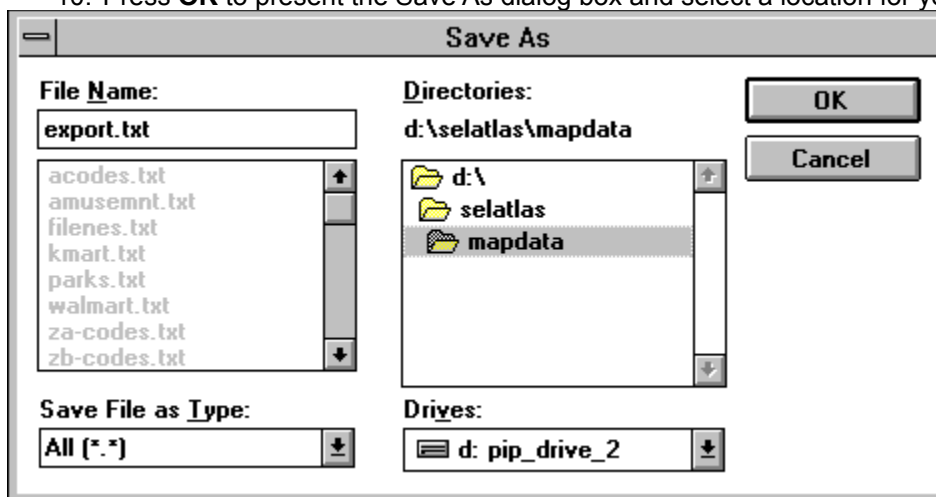
6. Make sure that the first five fields (Name, Address, City, State/Province, ZIP/Post Code) are selected. Other fields can also be selected, but will be ignored by the *Select Street Atlas* import.
7. Do NOT check either of the two options to separate first and last name or to separate address components.
8. Press **OK** to confirm your changes. You will be returned to the Export dialog box.
9. Select the Items to be exported:

**Highlighted Entries** will export only those listings that are selected in the current *Select Phone* window.

**Tagged Entries** will export only those listings that have been "tagged" in *Select Phone*.

**All Matching Entries** will export every listing in the current *Select Phone* window.

10. Press **OK** to present the Save As dialog box and select a location for your export file:



11. You can store the file anywhere on your hard drive, but by default, *Select Street Atlas* will look in the MAPDATA sub-directory for any files to be imported.
12. To improve the speed of loading addresses, sort your export file on 9-digit ZIP Code before

importing it into *Select Street Atlas*. Use your favorite database management software to sort the file.

## **Appending ZIP+4 Postal Codes to Your Database**

9-digit postal codes are required for importing addresses into *Select Street Atlas*. Most Pro CD telephone directory listings already have 9-digit ZIP codes and can be readily imported and displayed on the map. See the section on [Preparing Addresses in Select Phone](#) for Import for more information on exporting Pro CD listings in the correct format.

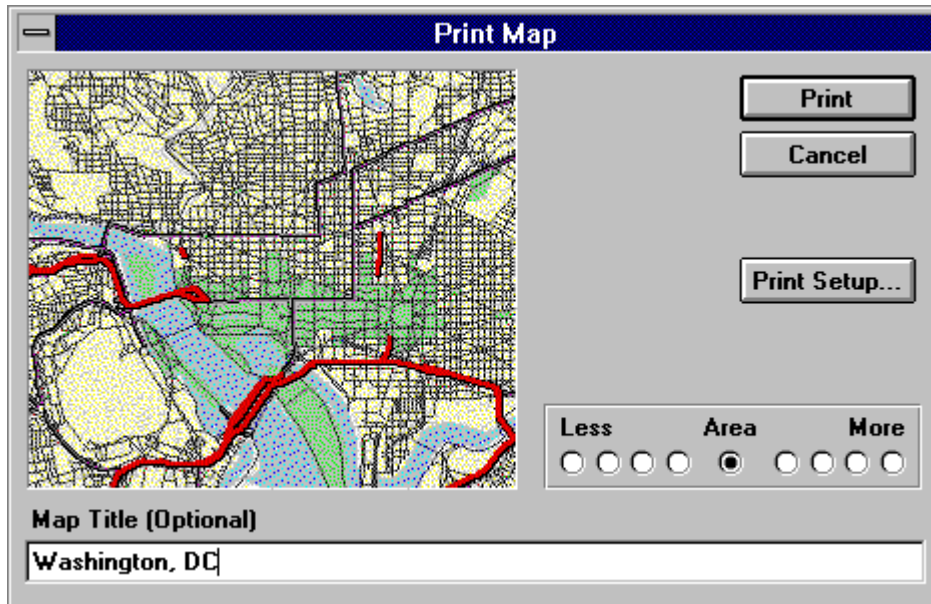
If you have a database that doesn't include ZIP+4 records, you can purchase a utility program from Pro CD that will correct the records and append 9-digit ZIP codes to your database. For information on obtaining this program, call 1-800-99-CDROM.

If you are connected to the Internet, the U.S. Postal Service World Wide Web server allows you to look up 9-digit ZIP codes for business locations. Access this service at <http://www.usps.gov/>.

# Print a Map

To print a map:

1. Choose **Print...** from the File menu.
2. The Print dialog box appears on the screen. A map preview shows you the approximate area that will be printed. Note: Words and symbols do not show up on the preview, but will be printed on the map.



3. Change the amount of area to be printed by selecting one of the **Less** or **More** area buttons. The map preview will redraw to show you the area that will be printed. You cannot change the amount of area when printing the National map.
4. Enter a map title, if desired.
5. Press **Print Setup...** to change your printer options (for example, to change from printing the map in portrait to landscape mode).
6. Press **Print** to send the output to the printer.

# Undo Changes

The Undo option from the Edit menu allows you to reverse the following actions:

**Undo Symbol** removes the last symbol dragged onto the map.

**Undo Symbol Edit** undoes the last change made to a symbol or listing label.

**Undo Symbol Delete** returns the most recently deleted symbol or listing to the map.

**Undo Symbol Move** undoes the last change of a symbol position.

**Undo Clear Symbols** returns all symbols or listings removed with the Clear Symbols option to the map.

**Undo Highlight** removes the last highlight added to the map.

**Undo Clear Highlights** returns to the map all highlights removed with the Clear Highlights option.

**Undo Import** removes the last set of imported listings from the map.

## File menu

The following options are available from the File menu:

**New** Use this function to create a new session. Any existing user-defined information such as Symbols, Places, or Highlights will be deleted and the map scale will revert to the National (US) level.

**Open...** Use this function to open a previously saved map. You will be prompted with a dialog box with the USER directory as the default sub-directory.

**Save** and **Save As...** These options save the current map in a user file so that it can be recalled at a future time. All elements in the main map window will be saved: geographic level, current center point, and any Symbols, Places, or highlights you have added to the map.

You will be prompted for an 8-character or less name. The default 3-character extension is SSA and the default sub-directory is the USER sub-directory.

Use **Save** when you want to update a previously opened file. Use **Save As...** when you want to create a new file.

**Import...** allows you to add as many as 2,500 addresses with 9-digit ZIP codes or latitude/longitude coordinates to your map from any Pro CD directory as well as from your personal databases.

**Print...** This option prints the current map area, in either color or black & white, to a wide variety of printers. For more information see the section on how to [Print a Map](#).

**Print Setup...** This function allows you to change the default print parameters. Use this option to select a new printer, change between color and black & white printing, and to change between portrait and landscape printing.

**Exit** This function quits the current session and brings you back to the Windows Program Manager.

## Edit menu

The following options are available from the Edit menu:

**Undo** Use this option to undo the change to the map. The actual operation to be undone will be shown in the edit menu. For more information, see how to [Undo changes](#).

**Copy to Clipboard** This option copies the main map screen to the Windows clipboard. From there, you can import it into other Windows applications by using the Paste function.

**Find...** This option accesses the [Find](#) dialog box. For more information see the section on how to [Find a particular place](#).

**Clear Find Marker** This option removes the flag that is added to the map by the Find function.



**Clear Highlights** This option removes all [highlights](#) from the map. You can Undo this action.

**Clear Symbols** This option removes all Symbols from the map. You can undo this action.

**Redraw Map** This option redraws the map, removing red lines made by the [Identify Street](#) option.

# View menu

The following options are available from the View menu:

**Places...** *Select Street Atlas* contains the locations of more than a million places organized in 20 categories. This menu option, valid only at City Overview, City Metro, Street, and Detail geographic levels, accesses the Places dialog box. It gives you control over which of these locations are shown on the map. For more information on how to use this feature see [Places](#).

**Show Symbol Labels** This toggle option controls whether the name you entered for a symbol is displayed on the map. By default, Symbol names are displayed (the option is checked in the menu). Select this option to suppress the name for your Symbol without deleting the information.

**Show Place Labels** This toggle option controls whether Place names are displayed on the map. Place names, by default, are not displayed, since the map easily becomes cluttered. You can also control whether place labels are displayed from the [Places](#) dialog box.

**Show Map Scrollbars** This option controls whether standard Windows scrollbars are added to the map. When you use the scrollbars to navigate around the map, each click in the bar itself will scroll the map one screen in that direction; each button press will scroll the map one-quarter screen.

Since you can navigate around the map using the navigation cursor (see the section on how to [Move around the map](#)), the scrollbars are optional. Removing the scrollbars will give you slightly more map area.

## Show 3D Cased Roads

This option changes the way roads are displayed at the Detail map level. On by default, it gives a three dimensional effect to the roads. When turned off, roads are displayed with standard casings.



## Map menu

*Select Street Atlas* contains geographic information which can be viewed at 10 different scales, or levels of detail. Options in the Map menu move you quickly through these ten levels. Most of the options on this menu can also be accessed from the keyboard. See [Keyboard Shortcuts](#) for more information.

**Note:** At all but the first map level – the National map – the amount of geography displayed is dependent upon the size of your monitor. The main map is twice as big (four times the area) at a 1024x768 resolution than it is at a 640x480 resolution.

The following options are available from the Map menu:

**Zoom In** and **Zoom Out** move you through the 10 levels of geography one level at a time. Each successive zoom will center on the current map center. When zooming in, only those areas close to the center of the map will be visible when the more detailed level is displayed.

The **National** map level displays the entire United States, including Alaska and Hawaii, and is the least detailed (smallest scale) map available. State boundaries and abbreviations are the only geographic information displayed. This scale displays about 4,000 miles of area on any monitor resolution.

The **Regional** map level displays a portion of the United States. More detailed than the top level, the Regional level adds major cities, parks, rivers, and the Interstate highway system to the map display. This map level is not available for Alaska or Hawaii.

The **Multistate** map level takes a closer (larger scale) view of the Interstate highway system (with road shields) and urban areas. This map level is not available for Alaska or Hawaii.

The **State** map level adds a great deal more information to the map including US and major State roads, populated areas and some cities with population greater than 5,000 .

The **Midstate** level gives a closer view of a region of the current state, adding county boundaries, more cities (over 2,500 population) and more rivers and lakes.

At the **County** level, almost all important roads and cities are displayed. In addition, important landmarks show on the map.

The last four map levels, **City Overview**, **City Metro**, **Street**, and **Detail** are the map levels that show every street. At these levels, you can add [Places](#) and Listings to the map.

The last three options in this menu allow you to choose between the **Alaska**, **Hawaii**, and **Continental U.S.** data sets. See the section on how to [See a map of Alaska or Hawaii](#) for more information about these data sets.

# New



Pressing this button starts a new *Select Street Atlas* session. It is the same as selecting **New** in the File menu. When a new session is started:

- The National level map is displayed.
- Any user information is cleared from memory. All Symbols, Listings, Places, and Highlights are cleared from the map.

If you opened a previously saved file, you will be prompted to save your changes. Otherwise, the map clears automatically, and all user information will be lost. This option cannot be undone.

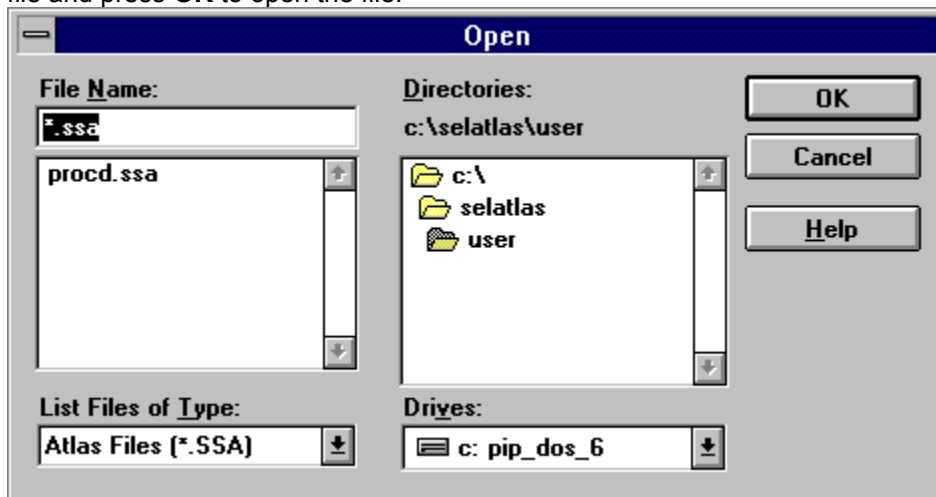
# Open



Pressing this button is the same as selecting **Open...** from the File menu. Use this function to open a previously saved "map". Opening a map will restore the following features:

- Map level
- Symbols, Listings, and Text added to the map
- Highlights added to the map
- Activated Places
- Label status.

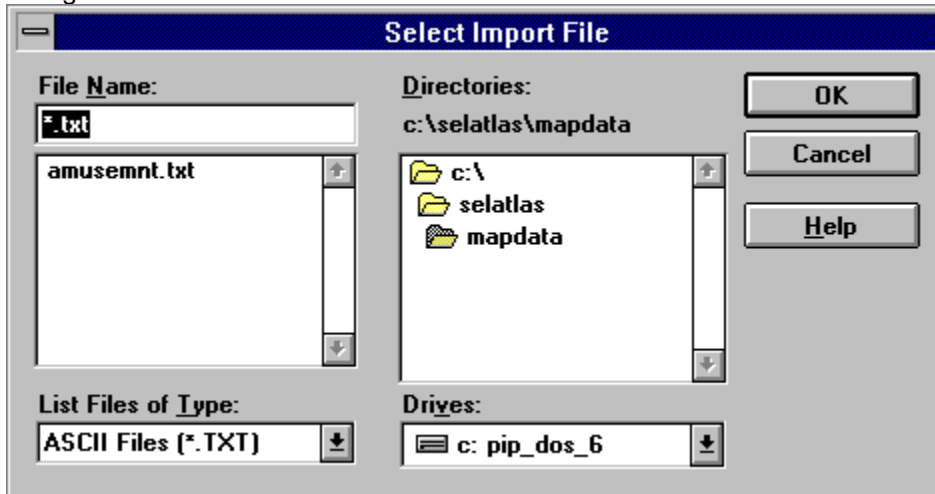
The Open dialog box is presented, with the USER directory selected as default. Select the desired .SSA file and press **OK** to open the file.



# Import



Pressing this button is the same as selecting Import in the [File menu](#). Use this option to load up to 2,500 user listings onto your map. To use this option, first specify your data file from the Select Import File dialog box:



Press **OK** to load the selected file. The software will load the first 2,500 records in the file. If there are already Symbols or Listings on the map, the software will load listings until it reaches the 2,500 limit.

If your import file already includes latitude and longitude coordinates, the listings will import quickly. If you are importing listings which will be located according to their 9-digit ZIP code, the software will prompt you to insert CD-ROM *Disc #2, Select Places*, so that it can access the data on that disc. Depending upon the number of addresses to be imported, this may take a few minutes. When the geocoding is complete, the software will prompt you to reinsert *Disc #1, Select Street Atlas* in your CD-ROM drive.

Next, you will be asked to select the symbol to be used for all imported listings. Select a symbol and press **OK** to complete the data import. Pressing **Cancel Import** will return you to the map without loading any data.



For more information on preparing addresses for import see the sections on [File Formats for Imported Data](#), [Preparing Addresses in Select Phone](#), and [Appending ZIP+4 Postal Codes to Your Database](#).

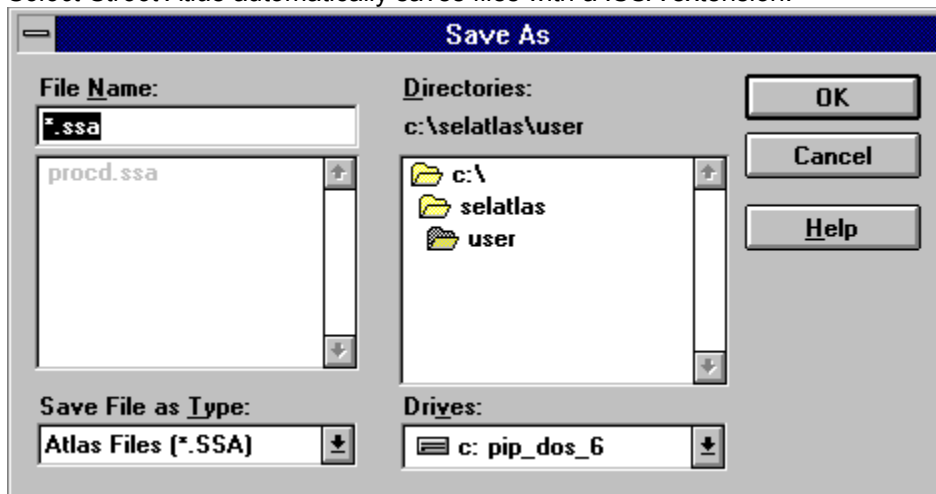
# Save



Pressing this button is the same as selecting **Save** in the File menu. It saves the current "map" in a user file so that it can be recalled in the future. All elements in the main map window are saved including:

- Map center and level
- Symbols, Listings, and Text added to the map
- Highlights added to the map
- Activated Places
- Label status

If you have saved the file before, the new map information will be written to the file without further prompt. Otherwise, you will be presented with the Save As dialog box, and asked to specify a location for the file. *Select Street Atlas* automatically saves files with a .SSA extension.



# Zoom In



The **Zoom In** option changes the main map to a more detailed geographic level, retaining the current center of the map.

You can zoom in by pressing the **Zoom In** button, selecting **Zoom In** from the Map menu, or pressing the **PgDn** key.

**Zoom In** is not valid at the **Detail** map level.

# Zoom Out



The **Zoom Out** option changes the main map to a less detailed geographic level, retaining the current center of the map.

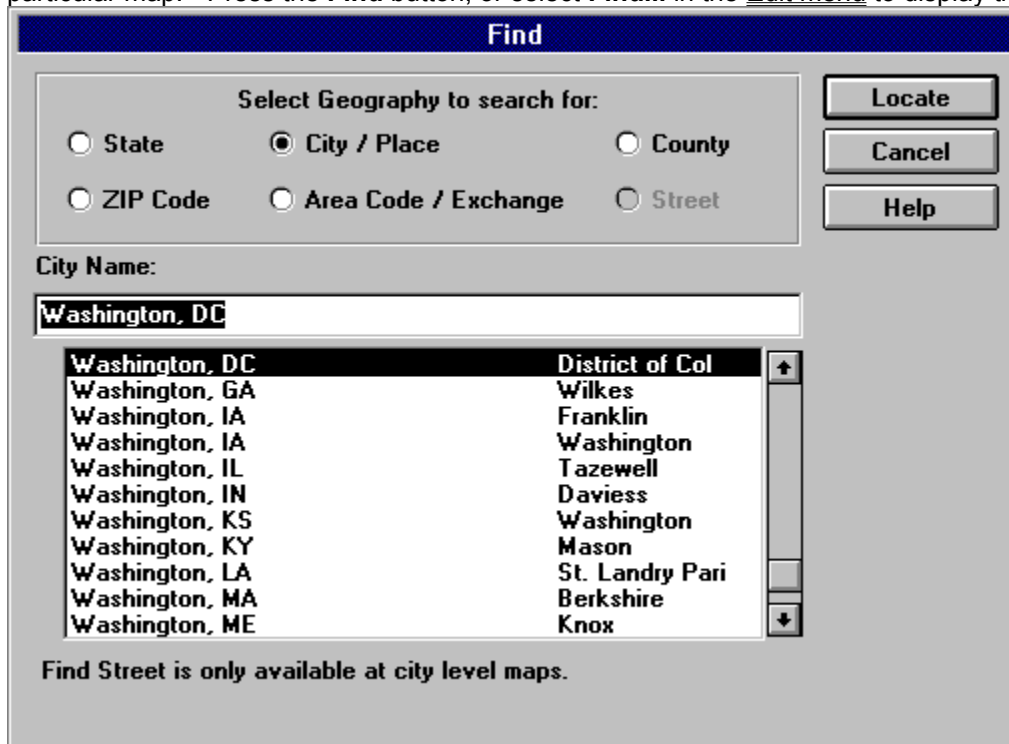
You can zoom out by pressing the **Zoom Out** button, selecting **Zoom Out** from the Map menu, or pressing the **PgUp** key.

**Zoom Out** is not valid at the **National** map level.

# Find



The Find option allows you to quickly find the map for a particular area or identify streets within a particular map. Press the **Find** button, or select **Find...** in the Edit menu to display the Find dialog box:



**Find**

Select Geography to search for:

State     City / Place     County

ZIP Code     Area Code / Exchange     Street

City Name:

Washington, DC

Washington, DC	District of Col
Washington, GA	Wilkes
Washington, IA	Franklin
Washington, IA	Washington
Washington, IL	Tazewell
Washington, IN	Daviess
Washington, KS	Washington
Washington, KY	Mason
Washington, LA	St. Landry Pari
Washington, MA	Berkshire
Washington, ME	Knox

Find Street is only available at city level maps.

1. Use the radio buttons to select the type of feature to search for. Options are:
  - State:** All 50 states plus the District of Columbia
  - City/Place:** Approximately 150,000 cities, towns, villages, major airports, major parks, major points of interest, and major universities.
  - County:** Counties in the continental United States
  - ZIP Code:** 5-digit ZIP codes with post office names.
  - Area Code/Exchange:** Telephone prefixes for the United States.
  - Street:** Streets currently displayed in the main map window. Note: This option is only valid at the lower four geographic levels (City Overview, City Metro, Street, and Detail).
2. Type the name of the place you are looking for in the edit field. The software automatically scrolls to the portion of the list containing that name. The list displays all available information about the feature – city names show the county in which the city is located.
3. Select the desired location in the list box.
4. Press the **Locate** button.
5. *Select Street Atlas* will redraw the map at the best geographic level for the feature you selected, with the feature marked in the center of the screen by a flag. This find flag will remain at that



location until you select **Clear Find Marker** from the Edit menu, find another place, or begin a new session.

### **Finding a Street**

To find a street, you must first go to its approximate geographic area – the easiest way to do this is to first find a city, ZIP code, or area code/exchange.

One street name may show up several times in the street listing. This is because it is listed once for every "square of map data" or grid read from the CD. This occurs more often for long streets that extend across multiple grids.

### **Related Topics:**

[Hints for Searching](#)

## ***Hints for Searching***

Lists in the Find dialog box are always matched alphabetically to the text you enter. If the place or street you are searching for has a compound name, and you do not find the place in the Find list, try entering abbreviations. Commonly used abbreviations are:

N North

S South

E East

W West

St Street

Bldv Boulevard

Ave Avenue

Rd Road

SR State Highway

St Saint

# Places



This option (only available at the lower four geographic levels) selectively displays business and travel locations on the map. Press the **Places** button, or select **Places...** in the View menu to display the Places dialog box:



To add places to the map:

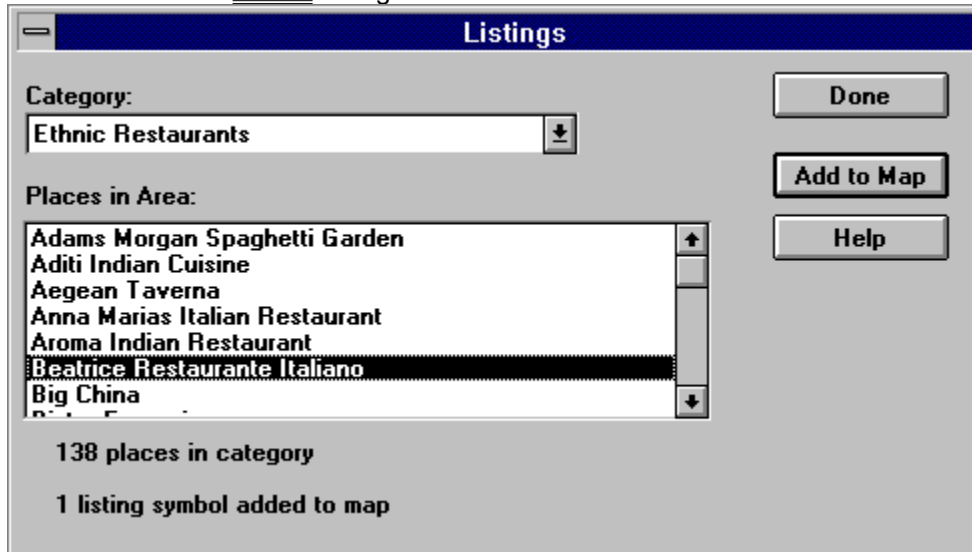
1. In the Places dialog box, check the categories you want to add to the map.
2. Check whether or not you want the locations to be labeled. You can also control this with the **Show Place Labels** option in the View menu.
3. Press **Select All** to check all categories. Press **Remove All** to deselect all categories.
4. Press **OK** to display the selected places on the map. Press **Cancel** to return to the map without making any changes.

*Select Street Atlas* also allows you to individually select which locations are displayed. Press the Listings... button to see the categories of places in the current map area.

# Listings



This function allows you to add Places to the map individually. The Listings dialog box can also be accessed from the [Places](#) dialog box.



Follow these steps to add listings to the map:

1. Choose a [Places](#) category from the Category drop down list.
2. Select the location you want to add in the **Places in Area** list.
3. Press **Add to Map** to mark the location on the map with a Symbol. A counter indicates how many Symbols have been added. On smaller screens you will not see the Symbol until after you close the dialog box.
4. Press **Done** to close the dialog box.

After a Listing has been added in this manner, you can move, edit the label or delete it as you would any other Symbol after changing to the Identify cursor mode. A maximum of 2,500 listings or symbols can be added to the screen in a single session.

## **Related Topics:**

[Accuracy of Data](#)


## ***Accuracy of Data***

Every effort has been made to provide a comprehensive set of Places in this product. But, because businesses come and go, move, and change name, over time this set will become increasingly inaccurate. If you wish to make a minor change to correct old information, first add it to the map individually using the [Listings](#) dialog box and then edit or move it as you would a Symbol.

Note: Save your map to store any changes you make.

# Navigate



The default cursor mode is **Navigate**, marked by a crosshair cursor:   
In this mode you can:

1. Click on the map to center it at that location.
2. Double click on the map to center and zoom in one geographic level.
3. Drag a rectangle on the map to zoom to the approximate geographic area defined by the rectangle.

The two other cursor modes are Identify and Highlight.

# Identify



When you select the Identify cursor mode, the cursor changes to a pointer:



In this mode you can:

1. Click on a road to see its name in the Status bar. The selected road is highlighted with a thick red line. This line will remain on-screen until you redraw the map or select the **Redraw Map** option in the Edit menu.
2. Click on a Place to view its label in the Status bar.
3. Click on a Symbol to view its label in the Status bar.
4. Click on a Symbol or Text Box (center) and drag it across the screen to move it.
5. Double click a Symbol or Text Box (center) to change its label or to delete it.

At the **National** map level you can only identify and edit Symbols.

The two other cursor modes are Navigate and Highlight.

# Highlight



When you select the Highlight cursor mode, the cursor changes to a marker:



Use this option to highlight particular streets or areas on the map:

1. Click on the map to start a highlight. As you move the cursor, a thin line will be stretched from your origin.
2. Click on the map again where you want the highlight to change angle. The thin line will change to a hatched line as you end each segment.
3. Continue clicking the map to add more highlights. You can scroll the map and continue to highlight if you wish.
4. Double click the map or select another option to end the highlight.

Two options in the Edit menu remove highlights:

1. **Undo Highlight** removes only the last highlights added to the map.
2. Clear **Highlights** removes all highlights from the map.

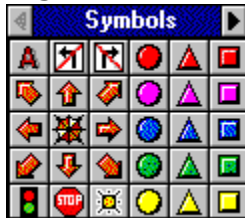
Use the Save and **Save As...** options from the Tool Bar or File menu to save the map with your highlights.

Highlights made at lower geographic levels (City Overview, City Metro, Street, and Detail) do not always exactly line up with roads at the higher geographic levels (County, Midstate, State, etc.) For best results, always add the highlights at the geographic level you want to display or print. **Highlight** mode does not work at the **National** map level.

The two other cursor modes are Navigate and Identify.



# Symbols



The Symbols window contains a collection of 100 pre-defined icons that can be used to customize your map. View the entire collection by clicking on the arrow buttons located at the top of the window. Each click of an arrow will scroll the symbols one column.

Adding a symbol:

1. Scroll to the desired part of the Symbol window.
2. Select a Symbol using the left mouse button.
3. Holding down the mouse button, drag the symbol onto your map.
4. A Symbol dialog box will be presented. Enter a name or label for the symbol, if desired. Press **OK** to add it to the map. Press **Cancel** to return to the map without adding the symbol.
5. The symbol will appear on the map. You can turn off the label by deselecting **Show Symbol Labels** in the View menu.



Adding Text:

1. Drag the text symbol (first in the Symbol window) onto the map as you would any other Symbol.
2. In the dialog box presented, enter the text you want to appear on the map – use the Enter key to break lines of text.
3. Press Add to Map.

Editing a Symbol or Listing:

1. Double click the symbol while in Identify mode. The Modify Symbol dialog box will be presented.
2. Make any desired changes to the label text and press **OK** to see the changes displayed on the map.
3. Press **Delete This Symbol** to remove the Symbol from the map.
4. Press **Cancel** to return to the map without making any changes.
5. Select Undo Symbol Edit in the Edit menu to undo any changes made with the Modify Symbol dialog box.

Move a Symbol or Listing:

1. In Identify mode, select a Symbol by clicking on it with the left mouse button.
2. Holding down the mouse button, drag the Symbol to a new location on the map.
3. Release the mouse button when the Symbol is in the new location.
4. Select **Undo Symbol Move** from the Edit menu to return a moved Symbol to its previous location.

# Overview



The Overview window shows the area in the main map window – centered in the raised rectangle – in the context of a larger geographic area.

You can use the overview to quickly move to another part of the map. There are two ways to do this:

1. Click anywhere in the Overview to center the main map at that location.
2. Hold down the left mouse button and drag the rectangular display area around the Overview. The rectangle shows the approximate amount of area to be included in the main map. Release the mouse button to redraw the main map at that location.

To show a larger view in the Overview, click the button in the Overview title bar. The Overview map will double in size:



You cannot work on the main map while the Overview is expanded. To reduce the size of the Overview, click the button in the title bar of the expanded overview, or click on the main map.

# Legend

The Legend provides you with a key to the various geographic features on your map. Use the scrollbars to move through the different features:



Features in the legend change as you move between the different map levels. When activated, Places are also identified in the legend.

## Quick Help

[Click and Drag a Symbol to the Map Window](#)

The left half of the Status bar contains quick instructions on how to use the software. Labels for Identified features are also displayed in this portion of the screen.

## Scale



A scale bar is displayed in the right half of the Status bar. This shows the relative scale, in miles, of the main map.

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## Single User License Agreement

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## **Geographic Accuracy**

The geographic information in this product is compiled from a variety of public and private data sources. There is a vast amount of information in this product – over 30,000,000 street segments – which we believe to be largely correct and of high quality. However, in a geographic database of this size and scope, there are bound to be minor errors. In any geographic area, you may find streets or other geographic features which are missing, incorrectly drawn, and/or misnamed. Should errors be evident in the maps you make from this product, we suggest that you use Symbols to manually add correct information to the map.

# Keyboard Shortcuts

In addition to using menu commands or buttons, many *Select Street Atlas* functions can be accessed by keyboard sequences:

Home	Goes directly to the National map level
End	Goes directly to the Detail map level
PgDn	Zooms in one map level
PgUp	Zooms out one map level
Rt arrow	Scrolls main map window right one-half screen
Lft arrow	Scrolls main map window left one-half screen
Up arrow	Scrolls main map window up one-half screen
Dn arrow	Scrolls main map window down one-half screen
Alt-1	Displays the National map level
Alt-2	Displays the Regional map level
Alt-3	Displays the Multistate map level
Alt-4	Displays the State map level
Alt-5	Displays the Midstate map level
Alt-6	Displays the County map level
Alt-7	Displays the City Overview map level
Alt-8	Displays the City Metro map level
Alt-9	Displays the Street map level
Alt-0	Displays the Detail map level
Alt-F4	Quits the application
Ctrl-C	Copies the main map to the clipboard
Ctrl-F	Accesses the Find dialog box
Ctrl-Z	Undo last action (when valid)

# Product Support

These instructions assume that you have mastered the basic skills needed to operate Microsoft Windows. If you are not familiar with Windows, you may wish to review the Windows user's guide before using this product.

If you have questions about *Select Street Atlas*, you can reach us by phone, fax, or E-mail.

**Help by Phone** You can speak to a Technical Support Representative at 508-777-7766 Monday through Friday from 8 a.m. to 6:30 p.m. [EST]. You may also fax your questions to 508-750-0070.

**Pro CD Bulletin Board** You can find answers to technical questions on the Pro CD BBS, 508-750-0077.

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# Troubleshooting

[Resource Error Message](#)

[Print problems on HP LaserJet II or HP LaserJet III Printers](#)

[Printing on the Canon BJC-4000 Color Printer](#)

[Pasting maps to Windows Paintbrush](#)

[Location for Places, Listings, and Imported Addresses not accurate.](#)

[More than One Place in a Single Location](#)

[Using Select Street Atlas in Windows '95](#)

## Resource Error Message

Microsoft Windows uses what it calls "resources" for displaying pictures, colors, and fonts, among other things. All applications that run in windows "borrow" these resources from one pool. Sometimes, if applications end without returning the resources to the pool, other applications can not get enough resources to operate properly.

You can check the percentage of available resources by selecting the **About Program Manager...** option from the Program Manager Help menu. If only 35% of the resources are free before running *Select Street Atlas*, you may encounter problems printing and displaying maps.

Closing other applications will free resources. The other way to solve the problem is to restart Windows. This will return the resources to the highest level and allow you to run *Select Street Atlas* with no problems.

## **Print problems on HP LaserJet II or HP LaserJet III Printers**

If you are printing maps on an HP LaserJet II or HP LaserJet III printers, and type is not printing properly, select the Print TrueType as Graphics option via in the Print Setup Options dialog box.

For best printing results, you should be using the latest printer drivers available from HP.

## **Printing on the Canon BJC-4000 Color Printer**

On the Canon BJC-4000, select the Grayscale printing option when not printing in color.



## **Pasting maps to Windows Paintbrush**

Paintbrush in Windows 3.1 does not properly support copying maps from the Windows clipboard. When you paste a map into a Paintbrush file, it looks fine onscreen, but does not save the map palette properly: it will be saved as a black and white image. Maps can be pasted properly into Write, Word, and most other graphics programs.

## **Location for Places, Listings, and Imported Addresses not accurate.**

*Select Street Atlas* uses a process called geocoding to position addresses on the map. This process looks at an address, matches it to a street, makes some intelligent guesses about where along the street the address should be, and assigns a geographic coordinate to the location.

The geographic coordinate assigned could be inexact for number of reasons: The address itself could have errors in it; the numbering along the street could be non standard; the street could be missing information about address ranges (which numbers are on a particular segment of the street); the street could be missing from the geographic database.

In urban areas, a Place should be mapped within one-half block of its physical location. In more rural areas, the Place may be within 1-2 blocks of its physical location.

Addresses which are imported into *Select Street Atlas* and displayed on the map will be positioned less precisely than the Places integrated into the map. This is because they are positioned according to ZIP+4 geocode location. Address ranges are not taken into consideration.

## **More than One Place in a Single Location**

Sometimes Places in more than one category will display at the same map location and the icon used to represent them overwrite each other on the map. This happens when the two Places are either at the same address or are close to each other on a street. Sometimes you will see the symbol for one place on the map, but see the name for another place in the status bar when you identify it. In some areas, you may wish to display one Place category at a time to reduce overlaps.

## **Using Select Street Atlas in Windows '95**

*Select Street Atlas* has been thoroughly tested in Windows '95. For best results, use the latest printer and video drivers available from Microsoft or your hardware manufacturer.

# System Requirements

The following is a list of the minimum hardware necessary to run *Select Street Atlas*:

- 386SX/25MHz computer or faster
- A minimum of 4MB RAM (8MB recommended)
- An MPC-compatible CD-ROM drive
- SVGA Display (256 colors at 640x480 resolution)
- A Microsoft Windows-compatible mouse
- 5 MB available hard disk space

In addition, the following software is necessary:

- MS-DOS 3.1 or later
- Microsoft Windows 3.1 or later

## **Related Topics:**

[Using Select Street Atlas on a machine with 4MB RAM](#)

## Using Select Street Atlas on a machine with 4MB RAM

If you use *Select Street Atlas* on a computer that has only 4MB RAM, you must configure Windows 3.1 with virtual memory (use a portion of your hard disk as RAM). A minimum 2 MB additional memory is required. To configure Windows select **Virtual Memory...** from the 386 Enhanced dialog box in the Windows Control Panel. See your Windows documentation for more information.

# Development Credits

The following individuals contributed to the development of *Select Street Atlas*:

## **Product Management Team:**

Nancy Flood, Scott Beatty, Elizabeth Mancuso, Kent Plunkett

## **Software Development Team:**

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