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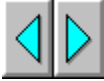
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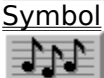
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1. Click **Help** on the menu bar.
2. Click the Help category you want. You will see either information about the category or a list of topics for the category.

For further information on using Help, see the Windows User's Guide.

County Map Procedures

You can transform the state highway display into a map of county boundaries. Each county within a state is displayed. You can display information about each county.

To select a county map:

1. Choose **Select...** from the **County Map** sub-menu of the **Options** menu. The County Map Selections box appears with all fifty state names.
2. Select a state from the list, then click **View**. The selected state map appears with county boundaries. Some of the county names are abbreviated. You can view the full name by pointing to the abbreviation.

To switch highway and county maps:

1. Display a state map with highways.
2. Select **Display County Map** from the **County Map** sub-menu of the **Options** menu. The County Map for the selected state appears.
3. Select **Display County Map** again to return to the standard state map display.

To find a county by name:

1. Select **Search** from the Edit menu. The Search Selections box appears.
2. Click on the reference box. Then, type the first few letters of the county name.
3. Click the **Find** button.
A list of matching locations appears.
4. Click the **View** button.
EXAMPLE To find "Mesa County," type **mes** in the reference box. Then click **Find**. The full name appears in the list and it is already selected. Click **View**. The map of Colorado appears. Mesa County is located in the western part of the state.

To display county information:

1. Display the counties on a state map.
2. Click on a county name. The County Information window appears.
3. From the **File** menu in the County Information window, choose **Close**.

Getting Started

Registering U.S. Atlas

The U.S. Atlas registration card is enclosed in the package. Please fill this out and mail it in order to register your product and be eligible for product support and updates.

U.S. Atlas and Windows

U.S. Atlas runs under Microsoft Windows, version 3.1 or later. See your Windows documentation for details and procedures for using Windows.

Many U.S. Atlas actions are the same as Windows actions. If you understand how to control windows, choose commands, and control dialog boxes, you know most of the techniques you need to use U.S. Atlas.

Option Buttons

Each U.S. Atlas option is controlled by an option button on the left edge of the U.S. Atlas display. All option buttons respond to single and double clicks of the mouse button. As the cursor passes over an option button, a pop-up label explaining the button's actions appears in a corner of the screen.

Single clicks activate U.S. Atlas options. Single clicks act as a toggle switch to activate and deactivate an option. When the button's effect may not be immediately obvious, the pop-up label shows the button's status.

EXAMPLE Clicking the Topomap button once displays a topographic map. Another single click on the Topomap button hides the topographic display.

Double-clicks display a dialog box associated with a U.S. Atlas option. The dialog boxes provide additional options.

EXAMPLE A double-click on the Topomap button displays a dialog box. This box allows you to select to Topomap you wish to display.

Menu Items

U.S. Atlas uses a standard Windows menu bar for executing certain commands. See the *Windows User's Guide* for information on using the menu bar.

To select a menu item

Active menu items appear in black, inactive choices in gray. When you point to an active item on the menu bar, the option is highlighted.

Mouse

1. Point to the name of the menu on the menu bar and click on the name to open the menu.
2. Click on the menu item you want.

Keyboard

Menus have underlined letters. To open a menu with the keyboard, press **ALT** and then press the underlined letter. The menu items also have underlined letters. Once the menu is displayed, press the underlined letter of a menu item to activate it.

EXAMPLE To choose the **C**opy **M**ap **T**o item in the **E**dit menu, press **ALT**, then **E**, then **T**. The notation in this guide would be (ALT, E, T).

Zoom Out / Index Map Procedures

To select a regional map


The first time you start the U.S. Atlas, an index map of the entire U.S. appears. All fifty states and the District of Columbia are identified by name on this map. Clicking on a state name takes you to the appropriate state map.

1. Point to a state name on the U.S. index map. A box appears around it. The name of the state also appears in a popup in the lower right corner of the screen.
2. Click on a state name. The state index map appears.

To select a city map

1. Point to a city name on a state map. If a city map label appears, there is a map for that city.
2. Click on the city name. The city map appears.

To select a specific map

1. Double-click on the **Zoom Out**  button. The Index Map Selections box appears. This box displays a list of all the index maps (national, state, and city).
 2. Click on the name of the map you want to view. A check appears next to the name you select.
 3. Click on **View** to display the map.
- or-
- Hold down **ALT** and press **V** (ALT+V).

To select a topographic map

1. Double-click the **Topomap**  button. The Topography Map Selections box appears.
2. Select a map from the list.
3. Click **View**.

To select a relief map

1. Double-click the **Reliefmap**  button. The Relief Map Selections box appears.
2. Select a map from the list.
3. Click **View**.

To zoom out from a map

You can zoom out to a higher level map from the state, county and city region maps.

Click on the **Zoom Out** button. If you are in a city region map, the state map appears. If you are on a state or county map, the U.S. map appears.

To select more than one map

You can select more than one map at a time. If you choose a series of maps, you can view them one at a time. This procedure also works for lists of topics, Statmaps, graphs, regions, and states.

1. Display the Index Map Selections box.

2. Hold down the CTRL key and click on a map name. A check appears next to the name.
 3. Continue to select additional map names using the CTRL+click combination.
 4. Click on **View** to display the first map in the selection.
- NOTE** The CTRL+click combination also removes a previous selection.
5. Click on the **Forward** or **Back** buttons to step through the series of maps. If no next map exists, the current map stays displayed.

Zoom In

To enlarge a map

U.S. Atlas lets you zoom in on a map to see more details. You can zoom in on any map, including StatMaps, TopoMaps, or ReliefMaps as well as the standard index maps. Just click



on the **Zoom In** button, or type '+'. An area of the map will be enlarged. Details such as smaller cities that were hidden before you zoomed will now be visible.

To select the Zoom area

Zoom In normally enlarges the center section of the map. You can scroll to other areas to see them. But you can also select the section that Zoom In enlarges.

1. Double click on the **Zoom In** button. This displays the Zoom Option Dialog.
2. Click on the dot in the sector of the map you want Zoom In to enlarge.
3. Click on the OK button.
4. Click on Zoom In button. The sector of the map you selected will be display.

Searching for a Map

U.S. Atlas provides you with an index of reference points in the United States. This includes cities, counties, stadiums, parks, rivers, lakes, and other geographic and manmade landmarks. If you don't know where a place is located, you can find it by using the **Search** function. When you do a search, the mouse points to the location of the place you've found.

To search for a location alphabetically

1. Click on the **Search** menu label. The Search Selections box appears. There are two parts to the Search Selections box -- an Index box and a reference list. Since there are hundreds of points of reference, U.S. Atlas provides an alphabetical index to make it easier for you. The Index box contains the letters of the alphabet. By choosing a letter, you can jump right to a list of reference names starting with that letter.
2. Click on the arrow to the right of the Index box. The index appears.
3. Click on a letter in the Index box. A list of reference points appears starting with the letter you chose.
4. Select a reference point from the list. A check appears next to the name you select.
5. Click on **View** to display the map (Alt+V). The most detailed map showing the place you selected appears.

NOTE Use the scroll bar to move through the list of reference points.

EXAMPLE To find "Gackle" select **G** from the Index box. A list of places starting with the letter **G** appears. Select **Gackle, North Dakota** from the list. The map of North Dakota appears. The mouse points at Gackle.

To find a location by name

1. Open the Search Selections box, as above. Select the Reference box by clicking on it.
2. Type the first few letters of the location in the Reference box. Then click on the **Find** button (Alt+F).

EXAMPLE To find "Thermopolis, Wyoming," type **ther** in the reference box. Then click on **Find**. The full name appears in the list and is already selected. Click on **View**. The map of Wyoming appears. The mouse points at Thermopolis, a city in central Wyoming.

Copying Maps

You can copy any of the maps or graphs generated by U.S. Atlas to the Windows Clipboard or to a bitmap file. This gives you the flexibility of transferring your U.S. Atlas information to your word processor, desktop publishing, and other software applications.

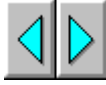
To copy a map to the Clipboard

1. Display the map or graph that you want to copy.
2. From the **Edit** menu, choose **Copy map**. The current map or graph is copied to the Clipboard.

To copy a map to a file

1. Display the map or graph that you want to copy.
2. From the **Edit** menu, choose **Copy Map To**. The Copy To File Selection box appears.
3. In the File Name box, type a file name for the map you are copying. The bitmap extension (.BMP) is automatically added.
4. The default directory is displayed. You can choose a different drive and directory.
5. Click on **Save** to copy the file.

Map Trail Procedures



The **Back** and **Forward** buttons allow you to move through a list of maps. U.S. Atlas keeps track of where you have been.

To move to the previous map

Click on the **Back** button. The previously displayed map appears.

To view the map trail

1. Double-click on the **Forward** or **Back** button. The Map Trails Selection box appears.
2. Select a map from the list.
3. Click on **View**. The map you selected appears.

To clear the Map List

1. Double-click on the **Forward** or **Back** button. The Map Trails Selection box appears.
2. Click on **Clear List**. All maps but the one currently displayed will be removed from the map list.

TopoMap Procedures

Topographic maps (Topomaps) are available for the whole U.S. and each state. Topomaps show elevations, mountain ranges, deserts, plains, rivers, lakes, and other land and water features. Just as with Index Maps, clicking on a state name will take you to that state's Topomap.

To display the U.S. Topomap

1. Display the U.S. index map.



2. Click the **Topomap** button. The Topomap for the U.S. appears.
3. Click the **Topomap** button again to return to the Index map display.

To display the current Topomap

You can display the Topomap for any current state. If you are viewing a state map, that state's Topomap appears.

Click the **Topomap** button. The Topomap for the current index map appears. Click the button again to hide the Topomap.

To select a specific Topomap

1. Double-click the **Topomap** button. The Topography Map Selections box appears.
2. Select a state from the list. Select a single state or click and drag to select more than one state.
3. Click on **View** to display the Topomap.

To find a Topomap

Type the first few letters of the Topomap in the Map Name box. Then click on the **Find** button.

Click on **View** to display the Topomap.

Relief Map Procedures

Relief Maps are available for the whole U.S. and each state. Relief maps show elevations, mountain ranges, deserts, plains, rivers, lakes, and other land and water features. Just as with Index Maps, clicking on a state name will take you to that state's Relief Map.

To display the U.S. Relief Map

1. Display the U.S. index map.
2. Click the **Relief Map** button . The Relief Map for the U.S. appears.
3. Click the **Relief Map** button again to return to the Index map display.

To display the current Relief Map

You can display the Relief Map for any current state. If you are viewing a state map, that state's Relief Map appears.

Click the **Relief Map** button. The Relief Map for the current index map appears. Click the button again to hide the Relief Map.

To select a specific Relief Map

1. Double-click the **Relief Map** button. The Relief Map Selections box appears.
2. Select a state from the list. Select a single state or click and drag to select more than one state.
3. Click on **View** to display the Relief Map.

To find a Relief Map

Type the first few letters of the Relief Map in the Map Name box. Then click on the **Find** button.

Click on **View** to display the Relief Map.

StatMap Procedures

Statmaps show statistical data for the United States or any region. U.S. Atlas can produce statistical maps on hundreds of different topics. There are two types of Statmaps:

- **Shaded maps** display information by using color keys.
- **Object Statmaps** use scaled icons to represent data.

Creating a Statmap

You need to specify three items in order to create a statistical map: the **region** of the country, the subject **category**, and the specific **topic**. The choices are in list boxes.

Region You can choose from any of the regional maps or the map of the entire country.

Category Information is grouped into a number of broad subject categories, like Agriculture and Crime. When you choose a category, the list of available topics for that category is displayed.

Topics Topics are subsets of categories. They contain more specific information about each category. If you choose the category of Agriculture, topics appear such as Agricultural Sales and Wheat Production.

Once you make your three selections, U.S. Atlas can apply the appropriate topic data to the regional map you selected.

To create a Statmap

1. Select **Statmaps** from the Statistics menu. The Statistical Map Selections box appears.
2. Select the state or regional map for which you want to generate statistics.
3. Select a statistical category. A list of topics appears.
4. Select a statistical topic. You can scroll through the list of topics if it is lengthy.
5. Click on **View** to display the Statmap.

NOTE You can select more than one topic at a time. Hold down the CTRL key and click on the desired topics. If you choose more than one topic, you can review the Statmaps by clicking on the **Forward** button.

To change the appearance of a Statmap

1. Choose a map, category and topic as shown above.
2. For bar maps, select Object Statmaps to use icons instead of bars in your Statmap.
3. For shaded or member maps, choose a Fill Color Set. There are twenty Fill Color sets, each a combination of coordinated colors.
4. Click on **View** to display the map.

To display a previous Statmap

Whenever you view a new Statmap configuration, that map becomes the current one. The previous Statmap is saved and inserted into the Map Trail.

1. Double-click on the **Back** or **Forward** button.
2. Select the map or maps you want to see from the list.
3. Click **View**.

In the Map Trails Selection box, Statmaps are listed as "**Stat: name**" where the name is the statistical topic. This makes it easy to generate a series of maps for the same region with different topics or for one topic with several regions.

To view a statistical footnote

1. Display the Statmap.

2. Click on the **Info** button. The Information window appears with data sources and other pertinent information about the data set from which the map was made.

Adding Your Own Statistics

U.S. Atlas provides a data entry feature for adding your own topics and data values. These topics can be used with Statmaps. After you add your own topics, they appear in the **User topics** category in U.S. Atlas.

From the **Category** box, select **User topics**. The topics you have added appear in the Topics list.

Graph Procedures

You can create **graphs** illustrating any of the hundreds of statistical topics. Graphs of the U.S. show state data, while graphs of a specific state show county data. You can also graph city data. All the states counties or cities of your choice can be compared on a single graph. You can select states counties or cities from a list, compare all, or have U.S. Atlas use the fifteen states counties or cities with the highest or lowest statistical values. The results can be plotted by bars or by rows of icons.

Creating a Graph

The creation of a graph is similar to making a Statmap because you choose a category and a topic as the subject of the graph.

Graphs differ from Statmaps because you can graph cities, and by having you choose one or more states counties or cities rather than a region. You have the following four options for selecting states or counties:

Top 15	Uses data for the 15 states counties or cities with the highest values.
Bottom 15	Uses data for the 15 states counties or cities with the lowest values.
Selected	Uses data for states counties or cities that you select from a list.
All States/Counties	Compare the data for all the states or cities in the U.S. or all the counties in a state.

To create a graph

1. Select **Graphs...** from the Statistics menu. The Graph Selections box appears.
2. From the **Region** list, select the United States, U.S. Cities, or a single state. The default is the United States.
3. From the **Selection** list, select **Top 15, Bottom 15, All States/Counties/Cities, or Selected States/Counties/Cities.**
4. To select states or counties, click on **Pick List**. The **Select States (or Counties) to Graph** box appears.
5. Hold down the CTRL key and click on the desired state county or city names, or press SHIFT and click to select a continuous series of names.
6. Click **OK** to return to the Graph Selections box. Only statistics for the selected states counties or cities will be used to generate the graph.
7. For the United States, you can select an information **Category**. For a state, the **Category** is **County Data**. For U.S. Cities, the **Category** is **City Data**.
8. Select a topic.
9. Click **View** to display the graph.

NOTE You can select more than one topic at a time. Hold down the CTRL key and click on the desired topics. If you choose more than one topic, you can review the graphs by clicking on the **Forward** button.

To change the appearance of a graph

Select **Object Graphs** to see a graph with a row of icons instead of a solid bar.

To view a graph footnote

You can study graph data in depth by viewing the Information window. The information includes footnotes, the list of statistical values used, and the sources of the data.

1. Display the graph.
2. Click on the **Info** button. The Information window appears.

To select specific states counties, or cities from the list

1. In the **Graph Selections** box, click on the **Pick List** button. The Select

- States/Counties/Cities to Graph box appears.
2. If you are picking counties, select a state. Otherwise, the region is set to The United States.
 3. From the list, select states counties or cities. Hold down the CTRL key and click on the desired names to select more than one state county or city.
 4. Click on **OK** to return to the Graph Selections box.

To view a graph footnote

You can study graph data in depth by viewing the Information window. The information includes footnotes, the list of statistical values used, and the sources of the data.

1. Display the graph.
2. Click on the **Info** button. The Information window appears.

Graphing Your Own Statistics

U.S. Atlas provides a data entry feature for adding your own topics and data values for any states in U.S. Atlas. After you add your own topics, they appear in the **User topics** category in U.S. Atlas and can be graphed like topics in any other state category.

From the **Category** box, select **User topics**. The topics you have added appear in the Topics list.

Selectable Cities can be found using the mouse. When the mouse pointer passes over a **Selectable City** a box appears around the city's name, and the city's name also appears in a label in a corner of the map. You can get information on these cities, find out the time in them and calculate distances to and from them.

U.S. Atlas has maps for some **Selectable Cities**. If you click on their names, a map of the city appears. To find information on these cities, click on the city name on the map of the city.

Information Procedures

When you are looking at any map or graph, you can bring information about that place right to the screen using the **Information** option. You can copy any portion of the information to the Notepad or other Windows applications.

Information in a number of different categories is available in a convenient outline format. Information categories include:

- Geography
- People
- Health
- Education
- Government
- Crime
- Economy
- Agriculture
- Energy
- Transportation
- Communication
- Travel

Using the Information Window

The information for the various maps appears in a window. As you navigate from map to map, the information in the window changes to reflect the new map or graph.

To display information about a state map



Click the **Info** button. The Information window for the current state map appears and the Information icon changes. (Note that if you are viewing a city map and click in the **Info** button, the information window will display information for the state that city is in. Click on the **Info** button again to hide the window.

To display a specific category

The amount of information available for a state can be lengthy. To make it easier to find the data you need, the information is organized into categories. You can select specific categories from the Information window.

Click on the **Category** menu and select a category. The text relating to that category appears immediately in the window.

You can also find hypertext links to the preceding and following categories at the ends of each category.

To set a default category

You can specify a default category to display when the Information window is opened.

1. Double-click the **Info** button. The Information Selection box appears.
2. Select the category that you want to appear first when the Information window opens. The next time you open the Information window for any map, the category you selected appears.

To close the Information window

Click on the **Info** button.

-or-

From the **File** menu of the Information window, choose **Close**.

To display city information

1. Point to any selectable city on a map. A box appears around the city name, and the name of the city appears in the lower right corner of the screen.
2. Click on the city name. An information window appears with information about that city.

NOTE: U.S. Atlas contains maps for the largest cities in the United States. When the mouse is pointed at these cities, the box in the lower right displays the words "City Map:" along with the city name. Clicking on these labels will display the map for that city. Click on the city name in these maps to display the information window..

NOTE: Be sure the Time and Distance options are deselected, or their popups will appear instead of the City Information window.

To close a city information window

From the **File** menu, choose **Close**.

Symbol Procedures

To view symbols

1. Double-click on the **Symbol** button. The Symbol Library box appears.
2. Use the down-arrow key to move through the Available Symbols list, or type the first letters of a state's name in the state box and click **Find** to move directly to that state.
When you select a state name, its symbols will be displayed in the Symbol section.
3. Click on **Done** to close the Symbol Library box.

To display a state's symbols

Click on the **Symbol** button.

If a state map is currently being displayed, that state's symbols will appear in the U.S. Atlas Symbols box.

U.S. Atlas will show the symbols of each state you display until you turn off the Symbols option.

Click on the **Symbol** button to turn off the Symbols option.

Anthem Procedures

To hear anthems

1. Double-click on the **Anthem** button. The Anthem Library box appears.
2. Use the down-arrow key to move through the Anthems list, or type the first letters of a state's name in the state box and click **Find** to move directly to that state.
3. Click on **Play**. The anthem will sound.
4. Click on **Done** to close the Anthem Library box.

To play a state's anthem



Click on the **Anthem** button

If a state map is currently being displayed, that state's anthem will sound.

U.S. Atlas will play the anthem of each state you display until you turn off the Anthems option.

Click on the **Anthem** button to turn off the Anthems option.

Spoken Label Procedures

To hear a specific label

1. Double-click on the **Speak** button. The Audio Library box appears.
2. Use the down-arrow key to move through the Audio Label list, or type the first letters of the label name in the state box and click **Find** to move directly to that label.
3. Click on **Play**. The label will be spoken.
4. Click on **Done** to close the Audio Library box.

To hear spoken labels



Click on the **Speak** button.

U.S. Atlas will speak any label you select until you turn off the Speak option.

Click on the **Speak** button to turn off the Speak option.

Video Procedures

To see a specific video

1. Double-click on the **Video** button. The Video Library box appears.
2. Use the down-arrow key to move through the video list, or type the first letters of a state's name in the location box and click **Find** to move directly to that state.
3. The video will begin playing. Each map's video is divided into segments, showing different highlights of the area on the map.
4. Video play is controlled using the VCR style buttons under the video.
The Rewind button rewinds to a previous segment.
The Stop button halts playback and returns to the start of the current segment.
The Pause button halts playback at the current position.
The Fast Forward button moves to the next segment.
5. Click on **Done** to close the Video Library box.

To see videos for each map



Click on the **Video** button.

If there is a video associated with the current map, it will play. The video is controlled with the VCR style buttons as described above.

U.S. Atlas will play any associated videos for each map you display until you turn off the Video option.

Click on the **Video** button to turn off the Video option.

Picture Procedures

To see a specific picture

1. Double-click on the **Picture** button. The Picture Library box appears.
2. Use the down-arrow key to move through the picture list, or type the first letters of a city or state's name in the location box and click **Find** to move directly to that city or state.
3. The first picture for that map will be displayed. Under the picture there will be three buttons, as well as the number of pictures for this map, and the picture currently displayed.
The button with forward arrows moves forward through the list of available pictures.
The button with backwards arrows moves back.
The find button displays the list of available pictures. Click on the picture you wish to view.
4. Click on **Done** to close the Picture Library box.

To see pictures for each map



Click on the **Picture** button.

If there are Pictures associated with the current map, the first will be displayed. The picture display is controlled as described above.

U.S. Atlas will show associated pictures for each map you display until you turn off the Picture option.

Click on the **Picture** button to turn off the Picture option.

To print pictures

To print any picture, click on the print button.


Printing

You can print any of the maps or graphs that you view in U.S. Atlas. You can also print the text from Information windows and Notepads. Maps and graphs can be printed on a large scale as Wall Maps, useful for displays, school projects, or decoration.

NOTE Before printing, make sure your printer is setup properly. See [Printer Setup](#).

To print information

To print information

1. Display the map or graph for which you want to print information.
2. Click on the info button .
3. From the **File** menu, choose **Print**. The information will be printed.

-or-

1. Display the map or graph for which you want to print information.
2. From the **File** menu, choose **Print**. The Print Options box appears.
3. From the Print Selections box, select the category of information which you want to print.
4. Click on the **Print** button.

To print a map or graph

1. Display the map or graph that you want to print.
U.S. Atlas prints only the currently displayed map or graph.
2. From the **File** menu, choose **Print**. The Print Options box appears.
3. From the Print Selections box, select **Current Image**.
4. Click the **Print** button.

To print a Wall Map

1. Display the map you want to print.
2. From the **File** menu, choose **Print**. The Print Options box appears.
3. From the print selections box, select **Current Image**.
4. From the Wall Maps section, select **Enable**. In the Scale box, type a number bigger than 1.
For instance, if you type 3 into the Scale box, your map will print three times larger than usual. This will probably use more than one sheet of paper. Most printers can't print all the way to the edge of a sheet of paper, so U.S. Atlas leaves a blank margin around each page. If you fold back, or trim off, these margins, the printed sheets fit together into one large map.
5. Click the **Print** button.
The current map or graph is printed.

To choose a Printer (Printer Setup)

1. From the **File** menu, choose **Printer Setup**. The Print Setup box appears.
2. From the Specific Printer list, choose the printer you want to use.
3. Click on the **OK** button to continue.

NOTE The printer you choose must be the active Windows printer. If you want to change the active printer, you need to make the change in the Windows Control Panel. See your *Windows User's Guide* for further information.

To reconfigure the printer

The U.S. Atlas printer configuration is a convenient shortcut to the Windows printer configuration utility. You can change printers, change paper sizes, and more. See your *Windows User's Guide* for further information on configuring your printer.

1. From the **File** menu, choose **Printer Setup**. The Print Setup box appears.
2. Click on **Configure**. The Windows printer configuration box for the active printer appears.

NOTE Different printers have different printer configuration boxes. Some printers have special features accessible through the **Advanced** button in the first printer configuration box.

3. Make the desired changes in printer configuration.
4. Click on **OK** to return to the Printer Options box.

Map Layers

U.S. Atlas makes it possible for you to toggle the display of various map features. U.S. Atlas can be configured to display only the features that you need, hiding the others to keep the display simple and uncluttered. The default setting displays all layers. This displays the maximum amount of easily viewed information.

There are 13 layers in U.S. Atlas. These are Latitude and Longitude, Lakes and Rivers, Urban areas, Symbols, Text, Road and Highways, State Borders, Points of Interest, Distance Scale & title, National Parks, National Monuments, Indian Reservations, and Military Reservations.

To remove layers from the view

Suppose you are interested in the river and lakes in Minnesota, and want to examine them closely without other information in the display.

1. Selecting the map for Minnesota.
2. From the **Options** menu, choose **Map Layers**. The Map Layers box appears.
3. Click on the all check boxes except for **Lakes and Rivers**, turning them off.
4. Click on the view button.
The map will display the lakes of Minnesota, along with Mississippi River. All other information will be hidden, allowing you an uncluttered view of the bodies of water on the map.

Now suppose you want to examine the placement of urban areas in New Jersey.

1. Selecting the map for New Jersey.
When you first see it, the map will display the bodies of water in New Jersey. But we're going to change that.
2. From the **Options** menu, choose **Map Layers**. The Map Layers box appears.
3. Click on the **Lakes and Rivers** check box turning off that layer. Then click on the **Urban areas** check box to turn it on.
4. Click on the view button.
The map will display the urban areas of New Jersey, showing population centers with no extraneous information obstructing the view.

To reset the display to the default layers

1. From the **Options** menu, choose **Map Layers**. The Map Layers box appears.
2. Click on the Reset List button. All the checkboxes will be checked, indicating that all layers will be displayed.
3. Click on the view button.

Map Markers

U.S. Atlas makes it possible for you to enhance your maps with special markers that indicate locations of particular interest, like airports and bridges. Markers can also be used to denote battles, natural disasters, and other significant events. U.S. Atlas provides a number of icons for you to use.

Unlike a paper atlas, U.S. Atlas allows you to add, move, title, retitle, and remove markers at will; a title can identify or explain the marker. With markers and titles, you can customize maps for your specific needs.

NOTE You can also use your own icons. Markers are simply standard Windows icons. You can add icons by including any standard .ICO files (32x32, 16 color) to the ICONS directory in the U.S. Atlas directory.

To add a marker to a map

1. Display the map you want to modify.
2. From the **Options** menu, choose **Markers** and then **Add/Edit**. The Map Marker Selection box appears.
3. From the Markers box, select a marker.
4. In the Title box, type a title for your marker.
5. Choose the **Add** button to continue. The marker appears on your current map. You can move the marker to any position on the map.
6. Point to the marker and a border box appears. Click and drag the marker to the desired position.
The markers you add to a map will remain saved with the map until you choose to remove them.
7. Choose the **Done** button.

To edit a marker title

1. Double-click on the marker you want to edit. The Map Marker Options box appears.
2. Choose **Edit**. The Edit Marker box appears.
3. Edit the marker title. A title can be up to 25 characters long.
4. Choose **OK** to display the marker with its new title.

Hiding Map Markers

Depending on how you use your maps, you may want to hide markers at times. U.S. Atlas makes it easy to hide and display markers.

To hide markers:

From the **Options** menu, choose **Markers**, and deselect the **Display** option.

To display markers

From the **Options** menu, choose **Markers**, and select the **Display** option.

Removing Map Markers

Markers are saved with the current map until you remove them. You can remove one or all markers.

To remove a single marker

1. Double-click on the marker you want to remove. The Map Marker Options box

- appears.
2. Choose **Remove**. A message appears and displays the selected marker.
 3. Choose **OK** to remove the marker from the map.

To remove all markers

1. From the **Options** menu, choose **Markers**, then **Add/edit**. The Map Marker Selection box appears.
2. Choose **Remove**. The Map Marker Removal box appears.
3. Choose **OK** to remove all the markers from the map. All markers permanently disappear.

NOTE This procedure removes markers only from the current map, not all maps.

Note Pad Procedures

U.S. Atlas provides a Notepad that you can use to enter and store information about a certain map. You can paste data from the Information window or other Windows sources. There are two ways to add information to a Notepad. You can type in new information or paste information from the Clipboard. For further information on using the Clipboard, refer to the *Windows User's Guide*.

Using the Notepad

U.S. Atlas can create a Notepad for any or all of the individual maps. When you save information in a Notepad, those notes will be available whenever you access that specific map again. You can display or hide the Notepad at any time. U.S. Atlas can save up to 32 kilobytes of notes per map.

To display a Notepad

Choose **Display** from the **Notepad** sub-menu of the **Options** menu. The Notepad appears. Select it again to hide the Notepad.

Once the Notepad is displayed, you can type text or paste information into it from any Windows source.

To close the Notepad

From the notepad's **File** menu, choose **Close**.

Editing a Notepad

The U.S. Atlas Notepad uses standard Windows editing commands. See the *Windows User's Guide* for more information.

Saving a Note

The data in a Notepad is automatically saved when you move to a different map.

To save a note without changing maps

You can also save your Notepad without having to move to another map. This ensures keeping your data intact in the event of a shutdown.

From the **File** menu, choose **Save**.

Deleting Notes

You can look at maps that have Notepads attached. You can also selectively delete one or more Notepads.

To delete Notepads

1. Choose **Display** from the **Notepad** sub-menu of the **Options** menu. The Notepad Option dialog appears.
2. Select a single map or click and drag to select several maps.
3. Click on **Remove** to delete the Notepad(s).
4. Click on **Done** to return to the current map.

Time and Date Procedures

Using the Time and Date function, you can display the actual time and date for any selectable city in the United States. U.S. Atlas can also compensate for daylight savings time.

To display the local time/date for a city

1. Choose **Display** from the **Time** sub-menu of the **Options** menu. A box appears in the lower left corner of the map displaying the word "Time:" with no other text.
2. Click on any selectable city. The city selected appears in the Time box, along with the current time and date. You can continue to select cities and display the time and date. Time and Date remains active until you turn it off.

NOTE The Time and Date function overrides the City Information window. If you want to display city information, turn off Time and Date.

NOTE The calculation of times and dates across the country are made relative to the time zone of your location. The default time zone is **Pacific**, with Daylight Savings Time. If you are in a different time zone, or not using Daylight Savings, you will have to make an adjustment.

Also, the calculation of times and dates by U.S. Atlas is based on the current time and date of your computer. If the time and date settings of your computer are incorrect, the U.S. Atlas values will also be in error. See the *Windows User's Guide* for information on setting the time and date.

Setting the Time Zone

To display accurate local time in the city windows, your computer must have a functioning clock that is set to the correct time and date. You must also set your time zone and specify whether your zone is currently using standard or daylight savings time.

The following settings are used to establish the correct time and date:

Time	Current local time.
Date	Current local date.
Region	Time zone.
Type	Standard or Daylight Savings Time.

Time and Date

Your computer clock's current time and date settings are used to calculate the time and date for all the other time zones in the country. Make sure the current settings are correct. See your *Windows User's Guide* for information on setting the time and date.

Time Zones

U.S. Atlas provides a Standard Time Zone map of the country from which you can determine your time zone. The map is for reference only -- there are no active areas on it.

To adjust the Region and Type

1. Choose **Settings** from the **Time** sub-menu of the **Options** menu. The Time Set Options box appears. The Standard Time Zone map appears above the Time Set Options box.
2. Click on the **Region** box and select the appropriate time zone number.

3. Click on the **Type** box and select either Standard Time or Daylight Savings Time.
4. Choose **OK** to save your changes.

Distance Finder Procedures

The **Distance Finder** function can automatically display the distance between any two cities you select. You can display the distance in either miles or kilometers.

To find the distance between cities

1. Choose **Display** from the **Distance** sub-menu of the **Options** menu.
2. Click on a selectable city on a state map. This is the **source** city.
3. Click on a second city name. This is the **destination** city.

NOTE If a city has a city map, clicking on that city name will bring up that city's map. In that case click on the city name in the city map.

The label at the bottom displays the names of the two cities and the distance between them. If you select another destination city, the distance from the previous destination city is displayed.

You can continue to select destination cities and display the distances. The Distance Finder remains active until you turn it off.

Click on the **Distance** button to toggle it on or off.

NOTE The Distance Finder overrides the City Information window. If you want to display city information, turn off Distance Finder.

To set a permanent source city

You can also choose to have all distances measured from one certain city.

1. Choose **Settings** from the **Distance** sub-menu of the **Options** menu. The Distance Finder Options box appears.
2. Select the **Source city option**.
3. Select a source city from the Cities list.
-or-
Find a name using the **City name** reference box. See "To find a city," below.
4. Choose **OK**.

All other cities become destination cities. The distance from the source city will be automatically displayed when you choose a destination city.

To find a city

Type the first few letters of the location in the **City name** box. Then click on the **Find** button.

To change the distance units

1. Display the Distance Finder Options box.
2. Select either **Miles** or **Kilometers**.
3. Choose **OK**.

If the Distance Finder is active, the units for the current distance are changed.

Slide Show

The Slide Show lets you display a series of maps and graphs, moving from one map to the next at your command or at a pace you set. The maps are chosen from the Map Trail.

To edit a Map Trail

1. View all the maps, Statmaps, and graphs you might want to see in the Slide Show. This adds all these images to the Map Trail.

NOTE Any bitmap can be saved and viewed as a User Map. With this feature, you can expand presentations made with Slide Show to include images from almost any Windows application.

2. From the **Options** menu, choose **Slide Show**.
3. Click **Edit**. The Edit Map Trails box appears, containing your whole Map Trail.
4. Remove maps by selecting them and clicking **Remove**.
5. Reorder the map trail by selecting a map name and clicking on **Move**. The Move Map Trail Element box appears, with the current Map Trail and the Element being moved identified. Select the map you want the Element being moved to *precede* and click on **OK**.
6. When the Map Trail is ordered to your satisfaction, click on **OK**.

To set up and run a Slide Show

1. From the **Options** menu, choose **Slide Show**.
2. In the Between images section, choose whether to advance the image at a keypress or at a regular interval. If the latter, type a number in the Seconds box.
3. Choose Continuous repeat if you want the slide show to repeat until you turn it off.
4. Click **Done**.

Locator Map

To locate a place on the map:

1. From the **Options** menu, choose **Locator Map**
The Locator Map appears in its own window in the upper left-hand corner of your screen. A rectangle outlines the area of the U.S. you're currently viewing.
2. To close the Locator map window, deselect **Locator Map** from the **Options** menu.

User Statistics

A powerful feature of U.S. Atlas is the ability to use your own data for Statmaps and graphs. You can enter data for any number of states and for any number of topics. The topics you create will appear in the Topics lists under the User Topics category the next time you use U.S. Atlas.

To add a new topic

1. From the **User** menu, choose **User Statistics**. The User Data Entry box appears.
2. In the **Topic** box, type a topic name. Then, press **TAB**. The insertion point moves to the Units box. You can use any kind of unit description for your topic, like "kg." or "sq. ft."
3. In the **Units** box, enter the name for the units you want to use.
4. In the **Value** box, type a number for the current state. Then press **ENTER**. Up to six places of decimal precision are allowed. The next state appears automatically. You can skip a state just by pressing **ENTER**. No value will be recorded for that state.
5. Continue to display states and add values.
6. When you are finished entering data, click on **Save** to save the new topic.
7. Click on **Done** to end the data entry session. The new topic will be displayed in the Topics list when you choose the User Topics category.

To edit user statistics

1. From the **User** menu, choose **User Statistics**. The User Data Entry box appears.
2. From the **Topic** list, select a topic.
3. Select the states for which you want to add or edit values. Use the **DEL** key if you want to remove existing values.
4. When you are finished, click on **Save** to save the changes.
5. Click on **Done** to exit.

To remove a user topic

Each topic you add takes up space on your computer's hard disk. You may decide to delete topics and all the associated data when they are no longer needed. An entire topic can be removed with just a few clicks.

1. From the **User** menu, choose **User Statistics**. The User Data Entry box appears.
2. From the **Topic** list, select a topic.
3. Click on the **Remove** button. The Remove box appears.
4. Click on **Yes** to delete the data. The topic and all of the associated values will be deleted.
5. Click on **Done** to exit.

User Maps

You can modify U.S. Atlas maps, or images from many sources, and use User Maps to add them to U.S. Atlas.

You can use any bitmap-based graphics program, Paintbrush for instance, to edit a map saved from U.S. Atlas, and then add the customized map to your own User Map list.

To add a User Map

1. From the **Options** menu, choose **User Maps**. The User Map Selections box appears.
2. Click on **Edit**. The Add User Map box appears.
3. Type a name for your new map into the Name box.
4. Click on the **Browse** button. The User Map File Selection box appears. Specify the drive, directory and format (file extension) of your map. When it appears in the File Name box, double-click on it to return to the Add User Map box.

NOTE The **Copy map to** command saves maps as bitmaps (.BMP files) which you can edit and rename as User Maps. You can also use graphics files with .GIF, .PCX, .TGA, or .TIF formats.

5. Click **Save** to add this map to the User Map Selection list, with its new name.

To view a User Map

1. From the **Options** menu, choose **User Maps**. The User Map Selections box appears.
2. Select the map from the list. You can type its first letters into the Map Name box and use **Find**, or scroll through the list.
3. Click on **View**.

To remove a User Map

1. From the **Options** menu, choose **User Maps**. The User Map Selections box appears.
2. Click on **Edit**. The Add User Map box appears.
3. Select the map from the Name list and click on **Remove**. When asked to confirm, click on **Yes**.
4. When done removing maps, click on **Done** to return to the User Map Selection box.

Configuration

You can modify the default directory settings for U.S. Atlas as well as other settings.

Data Directories

You can change both the program and user data directories.

The **Program data** directory is for the U.S. Atlas program and all its files. You will need to change this if you move the U.S. Atlas files to a directory with a name different than the one used during SETUP.

The **User data** directory is for User Data files, marker locations, and notes.

NOTE For CD-ROM users: the **Program data** directory setting should only be changed if the letter used for the CD-ROM drive changes.

To change the default directories

1. From the **User** menu, choose **Configuration**. The Configuration Options box appears.
2. Type the new directory paths in the **Program data** and/or **User data** fields.
3. Click on **OK** to save the directory settings.

"Save on Exit" Settings

As you work with U.S. Atlas you will probably activate time and distance functions, move windows, and vary the sequence of maps. You can choose to save these various settings so that they will be active during subsequent U.S. Atlas sessions. If you do not save the settings, the U.S. Atlas default settings are used.

Current map order

Saves the current order of maps, graphs, or Statmaps.

Option button states

Saves the states of option buttons.

Option Button Help

When this is turned on, moving the mouse over an option button brings up a popup window with help information on using that button.

Information Popups

You can set the U.S. Atlas popups, Map Label, Time, Distance, and Option Help, to appear in any corner of your screen. The popups can appear in separate corners or in a larger popup combining two, three or four informative labels. For each popup, choose a screen location from the list box.

Appendices

Sources

Abbreviations

Conversions

Using the Keyboard

Editing Commands

Appendix A: Sources

All sources are the latest available information for each state from each agency or source at the time of publication of the U.S. Atlas. Data from all copyrighted sources is reproduced with kind permission. While careful efforts have been made to ensure the accuracy of data included in this program, the correctness of information and data cannot be warranted.

Maps developed by **Eureka Cartography**, 2030 Addison St., Suite 200, Berkeley, CA 94704.

Aerial Motion pictures exclusively from the **America by Air®** video series. Produced by Douglas Kahan. Copyright 1989-1994, Douglas Kahan. All rights reserved. Windows of the World Motion Pictures™. Saratoga Springs, NY 12866.

Pictures by **Archive Photos** 530 W. 25th St. New York, NY 10001.

State anthems by **Wallace Music & Sound, Inc.** 6210 W. Pershing Ave., Glendale, AZ 85304.

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Appendix B: Abbreviations Used in U.S. Atlas

Abbreviation	Full name
AFB	Air Force Base
avdp.	avoirdupois
ave.	average
Cr	Creek
CY	calendar year
est.	estimate
FY	fiscal year
G	Gulf
GDP	gross domestic product
GNP	gross national product
GRT	gross register ton
Int'l or Intl	International
I.	Island
Is.	Islands
km	kilometer
kW	kilowatt
kWh	kilowatt-hour
L.	Lake
m	meter
mi.	mile
MT	metric ton
Mt.	mountain
Mts.	mountains
NA	not available
NAS	Naval Air Station
Nat'l or Natl	National
NEGL	negligible
NF	National Forest
NHP	National Historic Park
NM	National Monument
nm	nautical mile
NP	National Park
NRA	National Recreation Area
NWR	National Wildlife Reserve
Pen.	Peninsula
Pt.	Point
R.	river or rio
Rd	Ridge
Res.	Reservoir
Sq	Square
sq km	square kilometer
sq mi	square mile
St.	Saint
Ste.	Sainte

Appendix C: Conversions

You can use the following table to convert the units found in the U.S. Atlas maps and graphs.

Unit	English
acre	4,840 sq yards
barrel (oil, US)	42 gallons (US)
carat	.007 ounce avdp
degrees, C (Celcius)	(degrees, F - 32) / 1.8 water boils at 100 deg. C, freezes at 0 degrees C. water boils at 212 deg. F, freezes at 32 degrees F.
foot	0.333 yards
gallon (US)	4 quarts, liquid
hectare	2.47 acres 11,960 sq yards
hectoliter	26.42 gallons (US)
hundredweight	100 pounds, avdp
inch	0.0278 yards
kilogram	2.2 pounds, avdp
kilometer	0.621 miles
kilometer, square	247 acres, 0.386 sq miles
liter	1.06 quarts, liquid
meter	1.09 yards
meter, square	1.196 sq yards
meter, cubic	1.308 cu yards
mile (statute)	5,280 feet
mile, square	640 acres
pound, avdp	16 ounces, avdp
quart (US)	0.25 gallons (US)
ton, deadweight	2,240 pounds, avdp
ton, long	2,240 pounds, avdp
ton, metric	2,205 pounds, avdp
ton, register	100 cu feet
ton, short	2,000 pounds, avdp
yard	3 feet
yard, square	9 sq feet
yard, cubic	27 cu feet

Unit	Metric
acre	0.405 hectares
barrel (oil, US)	159 liters
carat	200 milligrams
degrees, F (Fahrenheit)	(degrees, C x 1.8) + 32 water boils at 100 deg. C, freezes at 0 degrees C. water boils at 212 deg. F, freezes at 32 degrees F.
foot	0.3048 meters
gallon (US)	3.79 liters
hectare	0.1 sq kilometer, 10,000 sq meters
hectoliter	100 liters
hundredweight	45.36 kilograms
inch	2.54 centimeters
kilogram	0.001 tons, metric
kilometer	1,000 meters
kilometer, square	100 hectares
liter	0.01 hectoliter

meter	100 centimeters
meter, square	1.196 sq yards
meter, cubic	1,000 liters
mile (statute)	1.61 kilometers
mile, square	259 hectares, 2.59 sq kilometers
pound, avdp	0.454 kilograms
quart (US)	0.946 liters
ton, deadweight	1.016 metric tons
ton, long	1.016 metric tons
ton, metric	1,000 kilograms
ton, register	2.83 cu meters
ton, short	0.907 metric tons
yard	0.914 meters
yard, square	0.836 sq meters
yard, cubic	0.765 cu meters

Appendix D: Using the Keyboard

Short-cut keys

Play Anthems	A
Anthem Library	CTRL+A
Backward	LEFT ARROW
Configuration Options	ALT,U,C
County Maps Display	ALT,O,C,D
County Maps Selections	ALT,O,C,S
Copy Map To...	ALT,E,T
Copy Map	ALT,E,C or CTRL+INS
Display City Distances	ALT,O,D,D
Distance Finder Options	ALT,O,D,S
Exit	ALT,F,X or F3
Forward	RIGHT ARROW
Graph Selections	ALT,S,G
Help Options	ALT,H or F1
Index Map Selections	CTRL+Z
Information Display	I
Information options	CTRL+I
Speak Map Labels	K
Audio Library	CTRL+K
Locator Map	ALT,O,L
Map Layer Box	ALT,O,M
Markers Display	ALT,O,A,D
Map Marker Selections	ALT,O,A,A
Map Trails Selections	CTRL+RIGHT ARROW or CTRL+LEFT ARROW
Display Notepad	ALT,O,N,D
Set Notepad Options	ALT,O,N,O
Display State Pictures	P
Picture Library	CTRL+P
Print Options	ALT,F,P
Printer Setup	ALT,F,S
Reliefmap Display	R
Reliefmap Selections	CTRL+R
Search Command	ALT,E,S

Slide Show	ALT,O,S
Statistical Map Selections	ALT,S,S
Display Symbols	S
Symbol Library	CTRL+S
Display City Time	ALT,O,T,D
Set Time Options	ALT,O,T,S
Topomap Display	O
Topomap Selections	CTRL+O
User Maps Selections	ALT,U,M
User Statistics Entry	ALT,U,S
Play Videos	V
Video Library	CTRL+V
Zoom In	N OR "+"
Zoom In Options	CTRL+N
Zoom Out	Z OR "-"

Appendix E: Editing Commands

Copy Places a copy of the text on the Clipboard, leaving the original information unchanged.

Paste Copies text from the Clipboard to the active window, inserting it at the Windows cursor.

Select all Highlights all the text in the active window.

Copying and Pasting

Copying and pasting is a technique for moving contents from one place to another in the Windows environment. You can move contents between U.S. Atlas for Windows and other Windows applications. The information moves through the Clipboard, a temporary storage space that understands information from all Windows programs. See your *Windows User's Guide* for further information.

Exploring the U.S.: A Tutorial

The Journey Begins

When you first start U.S. Atlas, the United States index map appears.

Click the Symbol button, and the Anthem button if you have a sound board, to turn off these options for the rest of the tutorial.

The U.S. index map has labels identifying each of the states. You can get a closer look at any state just by clicking on its label.

Point to the state name of **Oregon** and a box appears around it. Click on **Oregon** to view the state map of Oregon.

Geographical reference points, such as cities and rivers, are included. Portions of neighboring states are also visible, but in a different color. When you are at the state map level, you can move to an adjacent state by clicking on the name of that state. We'll journey to one of Oregon's neighbors now--the state of Washington.

Click on **Washington**. The Washington label is in green letters above the Oregon map.

The map of Washington appears.

If you wanted to, you could move around the country this way, clicking from one state to its neighbor. However, it could take a while--especially if you wanted to go from Washington to Florida. Fortunately, U.S. Atlas provides a function that makes it easy for you to jump from one state to any other--the **Zoom Out** button.

Globe Trotting

The option buttons on the left edge of the display offer powerful tools for working with the U.S. Atlas. Using the Zoom Out button you can jump between any two states.



Zoom Out button

The Index Map Selections box appears. Within the box is a list of states and cities. You can choose to visit any of them.

- To select Florida, first click the Map Name box then type **fl** in it. Now click on the **Find** button.

The **Florida** selection appears in the list with a check next to it. You can also scroll through the list to find a state.

- To view the map, click **View**.

You are instantly transported to the other side of the U.S. The map of Florida offers the same index map features as the ones you have already viewed.

After you explore Florida, the trip back to Washington is even easier. U.S. Atlas keeps track of where you have been. You can trace your steps with a single click using the **Back** button, located just under the Zoom Out button.



Map Trails Back/Forward buttons

- Click the **Back** button.

Welcome back to Washington. Now let's stay awhile and experiment with other U.S. Atlas features.

Going the Distance

The Distance Finder

Your quick jaunt from Washington to Florida took you a long way with just a few mouse clicks. But exactly how far? The Distance Finder feature can automatically display the distance between any two selectable cities. You can display the distance in either miles or kilometers.

- Select **Display** from the **Distance** sub-menu of the **Options** menu.
- Click on the city name of **Spokane**, Washington. This is the source city.

A label appears at the bottom of the screen displaying the distance from Spokane.

- Click on the city name of **Olympia**, Washington. This will be the **destination** city.

The label at the bottom displays the distance as 259 miles. If you select another destination city, the distance from the previous destination city is displayed.

- Click on the city name of **Tacoma**, Washington. This is the new **destination** city.

The distance from Olympia to Tacoma is automatically displayed as 23 miles. You can continue to select source and destination cities and display the various distances.

You can also measure all distances from one source city.

- Choose **Settings** from the **Distance** sub-menu of the **Options** menu. The Distance Finder Options box appears.
- Click on the **Source city option** check box to select it.
- To select Miami, first click on the **City name** box. Then type **mi** in the box. Now click on the **Find** button.

The **Miami** selection appears in the list with a check next to it. You can also scroll through the list to find a city.

- Choose **OK**.

All cities on the U.S. map become destination cities.

- Click on the city of **Tacoma**.

The distance from Miami to Tacoma is displayed.

- Finally, select **Display** again to toggle it off. The Distance Finder remains active until you turn it off.

Times Are Changing

The Time and Date Function

A unit of measurement just as important as distance is **time**. The time difference between various places is vitally important to trade, communication, and travel. U.S. Atlas can display the local time and date for most of the key cities throughout the United States and compensate for daylight savings time too.

For this example, plot a course to Maine.

- Double-click the **Zoom Out** button. Select **Maine** from the list. You can scroll through the list or type **Ma** in the Map Name box and select **Find** to locate it. Then click **View**.

The United States spans the North American continent. The major city farthest east is Bangor.

- Select **Display** from the **Time** sub-menu of the **Options** menu to activate the Time and Date function.
- Click on the city name of **Bangor** to display the local time and date there.

The local time and date in Bangor are displayed in a box at the lower left of the screen. What is the time there?

- Now, click **Zoom Out** and choose **Alaska**. Click on **Fairbanks**, Alaska on the west coast of the United States.

Notice that the time is four hours earlier than in Bangor.

- Click on some cities in between, such as Chicago and Denver. The time changes for each.

Time and Date remains active until you turn it off.

- - Select **Display** from the **Time** sub-menu of the **Options** menu to toggle it off.
- Double-click the **Back** button. Select **Washington** from the map list. Then click **View**.

Just the Facts

The Information Window

One of the most valuable features of U.S. Atlas is the ability to display information about the places you visit. With a single click you can display information about any state.

- To display information about Washington, click on the **Info** button.



Information button

The Information window appears, displaying information about the geography of Washington. The detailed text includes square mileage, elevations, temperatures, and much more.

There are many other information topics that you can display. The Information window has its own set of menus. One of the menus is **Category**.

- Click the **Category** menu. A list of other information categories appears.
- Click a category and the information instantly appears in the Information window.

Choosing an information category

You can continue to review information by choosing additional categories or by using hypertext links.

- Click the **Info** button to toggle it off.

The window disappears from view. You can bring the Information window back at any time with another click on the **Info** button. The Information window will always contain information about the current map or graph being displayed.

Emerald City

The City Information Window

In addition to U.S. and state maps, U.S. Atlas provides city regional maps for selected cities. These city regional maps display a detailed view of the local highways, surrounding communities, and geographical features.

There are 28 cities which have city regional maps. A complete list of city regional maps is provided in the reference section of the User's Guide under "City Regional Maps." One of these cities happens to be Seattle, Washington.

- Click on the **Seattle** label. The city regional map of Seattle appears.

The City Information Window

In addition to maps, U.S. Atlas provides information about many U.S. cities. The information includes the population, latitude, longitude, temperature, and precipitation.

- Click on the **Seattle** label on the city regional map.

City information about Seattle appears in a new window.

Information includes the population, latitude, longitude, temperature, and precipitation.

All selectable cities can display city information. This includes cities which do not have city regional maps.

When you finish absorbing the information about Seattle, you can *hide* the information window.

- From the City Information **File** menu, choose **Close**.
- To return to the state map, click the **Zoom Out** button.

Map Trails

When using the Search feature of U.S. Atlas you can choose more than one place at a time. The places you choose become part of a map trail which you can follow forward or backward. Let's select two places and view the associated maps.

- Click the **Search** menu. The Search Selections box appears.
- Click on **Aberdeen, Maryland**. A checkmark appears next to the label.
- CTRL+click on the label **Ada County, Idaho**. Another checkmark appears.

After selecting one or more places, you can display the maps.

- Click **View** to display the first map.

The map of Maryland appears. Aberdeen is a city in the northeast corner of Maryland.

Collecting Information

Using the Note Pad

A Notepad lets you attach your own personal thoughts, ideas, and memos to a specific map. For example, you may find that the agricultural information about Washington could be useful for a certain project make a note of it. Or you might want to review the population data for Seattle in detail jot it down. You can also write a reminder note telling you which information topics you have already reviewed. The applications for the Notepad are endless.

A typical application is to copy text from the Information window to a Notepad. U.S. Atlas uses the Windows Clipboard to transfer the text.

- Click the **Info** button to display information about Washington.
- Click and drag the mouse to highlight a portion of text.
- From the **Edit** menu of the Information window, choose **Copy**.

The information is now in the Clipboard, waiting for you to transfer it to a Notepad.

- From the **Options** menu, choose **Notepad.Display**. A blank Notepad appears.
- From the **Edit** menu of the Notepad window, choose **Paste**.

The text you selected appears in the window. You could just as well have transferred the text to or from other Windows applications.

Before you move to another map, save the information in the Notepad. The next time you go to Washington, this text is just a Notepad away.

A Notepad is displayed until you close it or turn it off.

- From the **File** menu of the Notepad window, choose **Save**.
- From the **File** menu of the Notepad window, choose **Close**.
- Click the **Info** button to toggle it off.

The Earth Isn't Flat

Using Topographic Maps

So far you've explored the U.S. by viewing the index maps. These maps provide a two-dimensional view of the U.S. Another way to look at the United States is with topographic maps (or Topomaps.) U.S. Atlas Topomaps are available for the entire U.S. and each state. Topomaps add a third dimension, providing a view of elevations, from mountain heights to coastal lowlands.

- To display the current Topomap, click the **Topomap** button.



TopoMap button

The Topomap for Washington state appears. If you are viewing a state map when you click on **Topomap**, the Topomap for that state is used. A legend describes how to translate the colors of the map into elevations.

Topomaps work like index maps. You can move to a neighboring state's Topomap by clicking on the state's label. You can also jump to a specific Topomap.

- Double-click the **Topomap** button.

The Topography Map Selections box appears.

- Select **South Dakota** from the list, then click **View**.

The mountainous terrain of the Northwest is replaced by the Great Plains.

Let's jump back to the Northwest.

- Click the **Back** button to return to the Topomap of Washington state.
- Click the **Topomap** button. You are back at the Washington index map.

Searching for *Abilene*

Let's move on. You've probably heard of the town of **Abilene**. But where is it located?

If you know the name of a place, but aren't sure where it is, you can use the U.S. Atlas **Search** function. Using Search, you can also randomly tour the Atlas, choosing places that sound intriguing.

- Select **Search** from the Edit menu.

The Search Selections box appears. You can either choose a name from the list or enter the first few letters of a name to find it.

- Scroll through the list to find the label **Abilene**. Click on the label. A check mark appears next to it.
- Click the **View** button to see where Abilene is located.

A map of Texas appears. The mouse points to Abilene on the map. It's located in the heart of Texas. If you want to view the location of Texas in the U.S., you can zoom out.

- Click the **Zoom Out** button.

The map of the U.S. appears. Texas occupies most of the South Central region of the U.S.

- Click the **Back** button to return to Texas.

U.S. by the Numbers

Using Statistical Maps

At this point you might like to view some statistics about United States. Let's view the change in the birthrate.

- Select **Statistical Maps...** from the Statistics Menu. The Statistical Map Selections box appears.
- To display the region list, click on the arrow to the right of the Region box. A list of regions appears. The default choice for Region is the entire United States.
- From the Category list, select **People**. A list of topics relating to people and population appears.
- From the Topics list, select **Birth Rate**.
- Finally, click **View** to display the Stat Map.

A statistical map of the U.S appears. The legend in the bottom right corner identifies various birth rates throughout the country. West Virginia has the lowest birth rate at 12.1. Most of the states in the U.S. have a birth rate over 15.

To see the exact birth rate of any state, pass the mouse over the state's center. The birth rate pops up in a corner of your screen.

Creating Graphs

When you viewed the Stat Map of birth rates you could see that most of the states had over 15 births per 1000 people. You might want to see which specific **states** experienced the highest birth rates. A graph can be created to show just that.

- Select **Graphs...** from the **Statistics Menu**.

The Graph Selections box appears.

U.S. Atlas gives you the option of choosing the specific states to include in the graph. You can also choose to have U.S. Atlas automatically select the top or bottom fifteen states for the value you are graphing.

- From the Region list, select **The United States**.
- From the Selection list, select **Top 15**.
- From the Category list, select **People**.
- From the Topics list, select **Birth Rate**.
- Click **View** to display the graph.

In this case, you are viewing the fifteen states with the highest birth rate. Utah experienced the greatest birth rate, followed by several western states.

You can generate graphs to represent a wide variety of topics and states. County data is used for graphs when you select a state as the Region.

- Select **Remove Statistical Graphs...** from the **Statistics Menu**.

You Should Be In Pictures

Pictures


Up to now, we've examined places in the United States with maps, graphs, charts and data. These are very informative, and give us the background and facts. But to really get a feel for a place you need to see it. U.S. Atlas lets you do that in a number of ways. We'll start by looking at pictures. Let's take a look at San Francisco.

- First we'll display the index map of San Francisco. Double-click on the Zoom Out button to bring up the Index Map Selections box. Select San Francisco to view that map.
- Now click on the Picture Button



Picture button

U.S. Atlas displays a beautiful view of the Golden Gate Bridge. Click on the Forward button  to see more pictures of

San Francisco. To see a list of all the pictures U.S. Atlas has of scenes in San Francisco, click the Find button . Click on Chinatown to see a different view of San Francisco.

U.S. Atlas will continue to display the pictures for each city or state you visit until you turn off the picture feature. Click on the Zoom Out button to see the map of California. The Picture box now shows Daffodil Hill in Amador County, the first of the pictures for the California.

Click on the Picture button to turn off this feature.

Video Games

Videos

In addition to still pictures, U.S. Atlas gives you videos for many locations. Videos take you through many cities in U.S. Atlas. Videos are of collections of clips, and each clip shows you a different feature of the state. Let's take a look at Florida.



We could turn on the video feature and then move to the map of Florida. But this time we'll use the Library feature.


- Double-click on the Video Button




Video button

The Video Library box appears on screen. Click on Florida in the Locations list. The video for Florida will begin to play. The buttons under the video are used to control the display.

The Fast Forward Button  moves to the next clip, and Rewind Button  moves to the previous clip.

The Stop Button  stops the video, and resets to the beginning of the current clip.

The Pause Button  stops the video and the current location.

The Play button  starts or restarts playback.

When you are done viewing the videos, click on the Done button at the bottom of the box.

Printing

As you work with U.S. Atlas, you may want to print your maps, graphs, and text information. The following steps assume you have a printer ready to go. For further information on using a printer, see your *Windows User's Guide*, and your printer manual.

U.S. Atlas can only print information about the map or graph that is being displayed. Double-click the Zoom Out button, and select Colorado; then click **View**.

- From the **File** menu, choose **Print**. The Print Options box appears.

The list of Print Selections appears.

- Select **Geography** from the list.
- Click on **Print**. The geographical information for Colorado will print on the current printer.
- To print the map of Colorado, or to print a Statmap or graph, select **Current Image** from the list while the desired map, Statmap or graph is displayed. Click on **Print**.

The Journey Continues

This short tour of U.S. Atlas exposed you to several of the major features and functions. However, you only received a brief glimpse of the thousands of maps, graphs, and volumes of text waiting for you to explore on your own.

The United States is just a click away.

Overview Maps

Highway Maps

These maps show major Interstates and U.S. Highways. The U.S. Highway Map is an overview of Interstates across the country. The regional maps show more detail for each quadrant of the country

- US Highway Map

- Northeast Highway Map

- Northwest Highway Map

- Southeast Highway Map

- Southwest Highway Map

Weather Maps

These maps graph precipitation and temperature patterns across the country. The Precipitation map shows average precipitation levels, while the Temperature map shows average seasonal temperatures.

- Annual Precipitation - Displays a map of the annual precipitation across the U.S.

- January Temperatures - Displays a map of average January temperatures across the U.S.

- April Temperatures - Displays a map of average April temperatures across the U.S.

- July Temperatures - Displays a map of average July temperatures across the U.S.

- October Temperatures - Displays a map of average October temperatures across the U.S.

Weather Maps

These maps show the locations of major professional sports teams.

- Major League Baseball Teams - Displays a map showing baseball teams in the U.S. and Canada

- National Basketball Association Teams - Displays a map showing basketball teams in the U.S.

- National Football League Teams - Displays a map showing football teams in the U.S.

- National Hockey League Teams - Displays a map showing hockey teams in the U.S. and Canada

Miscellaneous Maps

These are various informational maps. Also included is a blank statistical map that you can use to generate your own maps.

- Amtrak Rail System - Displays a map showing the Amtrak Rail System

- Geology - Displays a map showing the geologic makeup and underlying rocks in the U.S.

- Tectonic Features - Displays a map showing the tectonic plates and fault lines

- Telephone Area Codes - Displays a map showing area codes in the U.S.

- Vegetation and Land Cover - Displays a map showing primary ecosystems in the U.S.

- Blank Statistical Map - Displays a blank template of the U.S..

County Lines

U.S. Atlas offers county maps for each state. Statistical information is available for each county.

- Click the **Forward** button to see the next map.

The county map of Idaho appears. Ada County, which you selected through the Search Selection box, is a county in the southwest of Idaho. The highways and cities of Maryland are replaced with the county boundaries of Idaho. When you select a county from the Search box, the county map is automatically displayed.

- Select **Display County Map** from the **County Map** sub-menu of the **Options** menu to toggle off the county map and see all of Idaho.
- Select **Display County Map** from the **County Map** sub-menu of the **Options** menu to return to the county display.

Each of the counties has its own information. These statistics can be used to create StatMaps and Graphs for specific states. You can also cut and paste the information to the Note Pad and other applications.

- Click on the county name of **Ada**. Information about Ada County appears in the County Information window.
- From the **File** menu of the County Information window, choose **Close**.

