

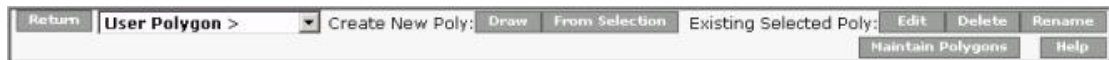
Polygons

Define a Geography by Polygon

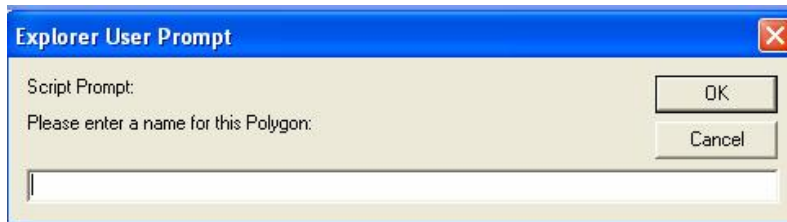
In addition to defining radial and drive-time geographies, you may also define a geography in the shape of a polygon. The User Polygon feature allows you to directly draw polygons onto your map. Polygons are useful to better define your trade area when considering natural or man made objects that might influence your analysis.

To draw a new polygon

1. It is important that you first turn off the radii layer located on the Map Legend tool bar located on the left hand side of the screen.
2. Locate User Polygon the map bar.



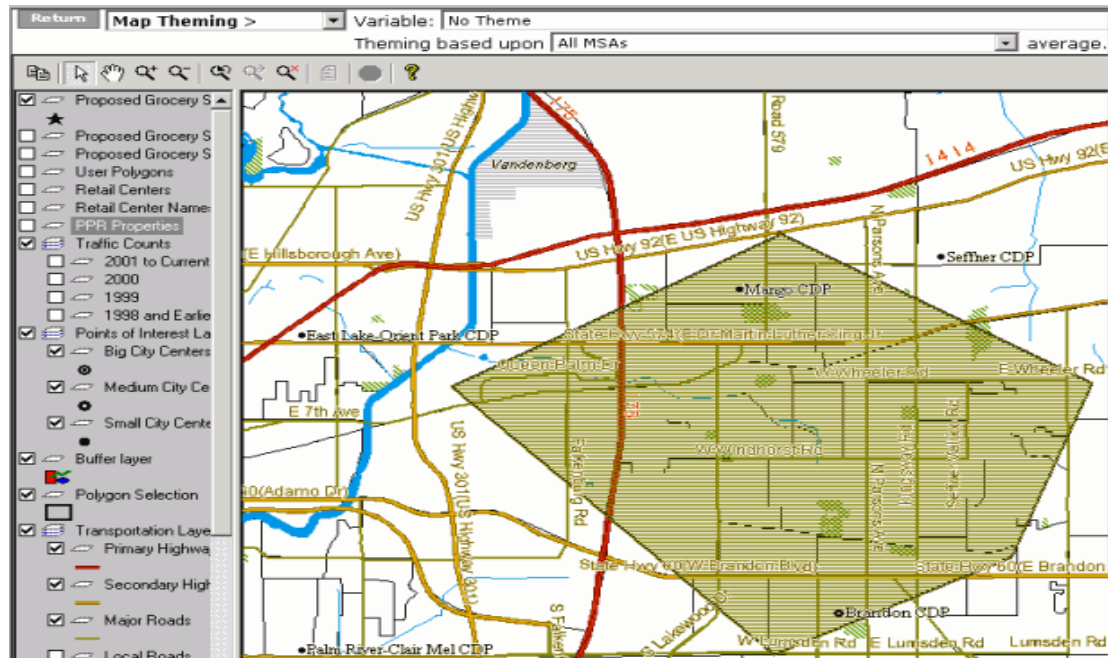
2. Click the Draw button. When the cursor changes to crosshairs with a polygon shape next to it, you can begin your drawing.
3. Click a start point on your map.
4. To draw the polygon, click on and hold down the left button on your mouse. Then drag the mouse up or down as far as you want to create the first point. (Repeat step for a three or four point polygon.) Once you return to the center point, release and double click to close and name your polygon. The name of your polygon will be used in any reports that might be generated as to the polygon(s) created.



5. Click OK and the newly drawn polygon will appear on your map.

Note: When you create a geography based on a polygon, the new geography relies on the existence of that polygon. Deleting the polygon without also deleting the saved geography results in an error message if you attempt to return to the geography. To avoid generating this error message, remove any geographies based on the polygon that you intend to delete.

6. Once the polygon is created, you can left click on the polygon to select the polygon (it will turn black – using the escape key will clear the selection, then click Return in the upper left hand corner to reset your geography from the original selection you made at the beginning of the analysis to the newly formed polygon. All reports generated from this point will be based on the polygon selected.



Edit an Existing Polygon

There are three different methods for editing a polygon:

- **Edit by drawing.**

1. Select the polygon you are interested in editing.
2. Click the Edit button located next to the Existing Selected Poly text.
3. An alert pops up asking if you would like to grab the selected points. Click OK. The edges of the polygon you have selected for editing will turn red.
4. Click the Add, Move or Delete button located next to the Edit Points text. The Add button allows you to add to your existing polygon using the drawing tool. The Move button allows you to relocate a point on your existing polygon. The Delete button allows you to remove parts of your polygon by drawing a polygon around the sections you would like to remove.
5. When your cursor changes to crosshairs with a polygon next to it, you can begin drawing your polygon.
6. To draw the polygon, click the start point of your polygon on the map.
7. Move your mouse to another area of the map and click your second point. You must click at least three points. Continue in this way until all points are complete.
8. Close your polygon by double-clicking on your last point. The last line to your start point will automatically be drawn for you.
9. Once finished, you'll see that your polygon has changed to include the new section you've drawn. You can continue to use the Add, Move, or Delete features to perfect your new polygon.
10. Click the Save button at the top of the map page to save your new polygon.

Note: You will be prompted to enter the name of your polygon. The name of the polygon you were editing appears by default. If you save your polygon under this name, you will overwrite your polygon with this newly edited one. If you choose to change the name, you will be saving the polygon as a brand-new polygon. Note that if your new polygon is larger than the one you are editing, saving it under a new name may cause your new polygon to hide the old one.

- **Edit by polygon selection.**

1. Select the polygon you would like to edit.
2. Click the Edit button located next to the Existing Selected Poly text.
3. An alert pops up asking if you would like to grab the selected points. Click OK. The edges of the polygon you've selected for editing will turn red.
4. Select the polygon you would like to add to your existing polygon. For example, if you'd like to add a ZIP code to the polygon, select the zip code polygon. To select multiple polygons, hold down the Shift key while making your selections. Likewise, you can subtract a polygon from your existing polygon in the same way.
5. Click the Add button located next to the Edit by Poly Selection text at the top of the map page. If you would like to move or delete a point, these buttons may also be used.
6. An alert pops up asking if you would like to grab the selected points. Click OK.
7. You will notice that the edges of the polygon you're editing will alter so that your newly selected polygon has been added to it.
8. Click the Save button at the top of the map page to save your new polygon.

Note: You will be prompted to enter the name of your polygon. The name of the polygon you were editing will appear by default. If you save your polygon under this name, you will overwrite your polygon with this newly edited one. If you choose to change the name, you will be saving the polygon as a brand-new polygon. Note that if your new polygon is larger than the one you're editing, saving it under a new name may cause your new polygon to hide the old one.

- **Edit by altering polygon points.**

1. Select the polygon you are interested in editing.
2. Click the Edit button located next to the Existing Selected Poly text.
3. An alert pops up asking if you would like to grab the selected points. Click OK.
4. The edges of the polygon you have selected for editing will turn red.
5. Click the Edit button.
6. When you are finished editing your points, click the Save button located next to the Current Poly text.

The points that make up your polygon will now appear on the polygon you are editing. You can now perform one of the following functions:

- ▶ To MOVE a point, pick the point you would like to move on your polygon. Click the Move button located next to the Edit Points text at the top of the map page. Your cursor will turn into a hand. Click the spot on the map where you'd like to move the point to. The point will move and the lines of your polygon will change accordingly.
- ▶ To ADD a point, select an EDGE on your polygon. Click the Add button located next to the Edit Points text at the top of the map page. Your cursor will turn into a hand. Click the spot on the map where you'd like to add a point to your selected line. The line will change to include that point.
- ▶ To DELETE a point, pick the point you would like to delete on your polygon. Click the Delete button located next to the Edit Points text at the top of the map page. Your point will be deleted and the polygon will change accordingly.

Clone an Existing Polygon

You may want to create a polygon that is composed of polygons that already exist on the map. For example, you might create a polygon made up of two ZIP codes. To do this, you can clone the existing polygon instead of drawing the polygon.

1. Select the polygons of interest by holding the Shift key down while selecting your polygons (select polygons by left clicking your mouse).

Note: *The cloning tool only clones the parts of the selected polygon that appear within the map window. If the selected polygon has areas that fall outside of the map window, zoom out or pan across the map as necessary to ensure you get the whole polygon.*

2. Highlight the polygon(s) you wish to clone.
3. Click the From Selection button located at the top of the map page.
4. Click OK in response to the alert that asks if you would like to grab the selected points. If you have selected several polygons, multiple alerts will pop up. Click OK through all of these.
5. When prompted to enter a name for your polygon, enter a name and click OK. The map reloads and displays your newly drawn polygon.

Note: *All of your polygons exist in a single layer, the User Layer. You may turn the User Layer on and off from the map legend. Because they exist on the same layer, a polygon that is completely overlapped by another may be difficult to access. If you cannot click on an overlapped polygon, delete the overlapping polygon to access the one below it.*

Rename an Existing Polygon

1. Select the polygon you would like to rename.
2. Click the Rename button located next to the Existing Selected Poly text at the top of the map page.
3. You will be asked to enter the new name for your polygon. Enter the name and click OK. The map refreshes and displays your changes.

Removing Polygons from a Map View

There are two methods for removing a polygon from a map view. You can either permanently delete it or you can hide it for an indefinite amount of time. Use the show/hide feature whenever you intend to use the polygon multiple times, but do not want it to display every time you view a map that covers the region containing your polygon.

- **To hide or display a polygon.**

1. Locate the map bar above your map.



2. Choose User Polygon from the drop-down menu.
3. Click the Maintain Polygons button. The Maintain Polygon page opens in a new window. Your polygons will be listed on this page.
4. To display a polygon, choose Active from the Status column drop-down menu.

--Or--

To hide a polygon, choose Inactive from the Status column drop-down menu.

5. Click the Save Status button, then close the window to return to your map.

- **To delete a polygon.**

1. Select the polygon you would like to delete.
2. Click the Delete button located next to the Existing Selected Poly text at the top of the map page. The map will refresh and your polygon will be deleted.

Note: When you save your polygon as a geography, the new geography relies on the existence of the polygon. If you decide to delete the polygon without also deleting the saved geography you will receive an error message if you attempt to return to the saved geography. You can avoid generating an error message if you remember to remove any saved geographies that were based on the polygon you intend to delete.

Center Points and Radii

Set a New/Edit Map Radius

The New/Edit Radius feature allows you to choose a new radial area around your center point.

1. It is important that you first turn off the radii layer located on the Map Legend tool bar located on the left hand side of the screen.
2. From your map, select New/Edit Radius from the drop-down menu.
2. In the Units text box, enter radius units based on either miles or drive-time minutes.
3. Choose either the Miles or Minutes toggle buttons.
4. Click the Select New Center Point button to define the center for your new radial polygon. A dialog box opens and instructs you to click on the spot you wish to set as your center point.
5. Click on the location of the map where you wish to set your new center point. A dialog box displaying the latitude and longitude of your new center point opens.
6. Enter a name for your new center point at the prompt. Click OK. You will return to the Site Analysis Functions page.
7. (optional) If you wish to save this radial polygon as a new geography, enter a name in the Your title for this geography text box, and then click the Save button.
8. Click the View button on the Themed Map tab to view your mapped radial polygon.

Map Business and User Points

The mapping feature on STDB also enables you to display points of interest by adding a new layer to your map. The new layer will contain geocoded points you have already created and saved. STDB offers two ways of adding new user points.

1. You can display business lists, which map business names and locations based on Standard Industrial Classification codes (SIC codes).
2. You can create user-defined points from any data set, and then import those points using a CSV file (as an option, you can also manually enter points for display on a map).

To be able to use the business list option to map points, you first must click on the List tab on Site Analysis Functions. To see how to run a business list, please turn to page 33. After your chosen locations have been saved into points, then follow the steps below.

1. Locate the map bar above your map.
2. Choose Bus/User Pts. from the Controls drop-down menu.
3. Choose one of the following options from the Business Points drop-down list: