

# OnTheMap

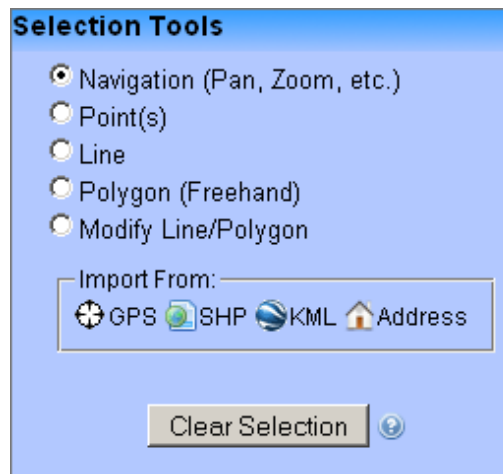
## How To Use the OnTheMap Selection Tools

Local Employment Dynamics All About Jobs

**Purpose: Step 2 of the OnTheMap Analysis tab has been enhanced to provide the selection tool types, layers, and buffers required to achieve areas for analysis that meet most potential needs. This document will demonstrate how to define areas for analysis using the selection tools offered in Steps 2 and 2a of the Analysis tab. We recommend experimentation to explore the full array of study area possibilities.**

For a complete introduction to OnTheMap, as well as sample analyses, please go to the [OnTheMap Version 4 Information/Help Page](#).

1. **Choose a Selection Tool:** The selection tool determines how mouse clicks are interpreted within the map viewer. Choose the **Navigation** tool to pan and zoom to the desired location. Once the map viewer is centered on the area of interest and zoomed to the preferred level, activate the **Point(s)**, **Line**, or **Polygon (Freehand)** selection tool.



Using the **Point(s)** tool, one or more points can be drawn in the map viewer, but the **Line** and **Polygon** tools allow only one feature to be drawn at a time. When using the **Point(s)** or **Line** tool, either the **Add Layer Selection** and/or **Add Buffer** option must be activated (by clicking the respective check box) to create a valid study area. If the **Polygon (Freehand)** tool is used, adding a layer and/or buffer to the freehanded area is optional – simply click “Next” to use the selection area as drawn in the map viewer.

The **Modify Line/Polygon** tool can be used to edit an existing shape or line in the map viewer. Click on the drawn line or polygon to display the vertices that determine the shape’s form. Drag and drop vertices, delete vertices with the *delete* or *D* key, or click on one of the semi-transparent circles/vertices to add it to the shape. Click on the line or polygon to save the changes. Finally, use the **Clear Selection** button to clear the map viewer and restart the selection area process.

**New in Version 4! Importing spatial data:** In addition to drawing features in the map viewer, existing spatial data can be imported into OnTheMap using the **GPS, SHP, KML, or Address Import** tools. For more information on these tools, please read the [Import tools](#) documentation. Once points, lines, or polygons have been imported into OnTheMap from an outside source, they are identical to features drawn into the map viewer with one of the selection tools.

2. **Add Layer Selection (optional):** To use a pre-defined Census geography as the study area, check the box next to **Add Layer Selection** and select one of the 22 layer types (Places, Counties, ZIP Code Areas, Census Tracts, and many more).



Individual features from the chosen layer are selected by using the points, line, or polygon to locate the features in the map viewer. When the **Add Layer Selection** checkbox is active, the shapes drawn in the map viewer are used to select Census geographies, and are not otherwise part of the selection area. Experiment using different selection tools and shapes to select the desired set of Census features.

**New in Version 4! Auto-Selection from the Search tab:** For those only interested in analyzing the area selected from the Search tab results, the study area selection process can be completely skipped. After clicking on one of the results from the Name Search in the Search tab, the chosen feature will be pre-selected as the study area when entering Step 2 of the Analysis tab. For those not interested in the pre-selected area, simply click “Clear Selection” and follow the steps listed above.

3. **Add Buffer to Selection (optional):** To buffer the points, line, polygon or selected layer features, check the box next to **Add Buffer to Selection** and choose Simple/Ring, Donut, or Plume (Line Tool only) as the buffer option. Enter the desired buffer radius in miles and press “Enter.” Decimals are allowed. If **Add Layer Selection** is active, the selected Census-defined features will be buffered. If **Add Layer Selection** is inactive, the points, line, or polygon drawn in the map viewer will be buffered according to the entered radius.

**Add Buffer to Selection**

**Simple/Ring**  
 Radius:  miles

**Donut**  
 Inner Radius:  miles  
 Outer Radius:  miles

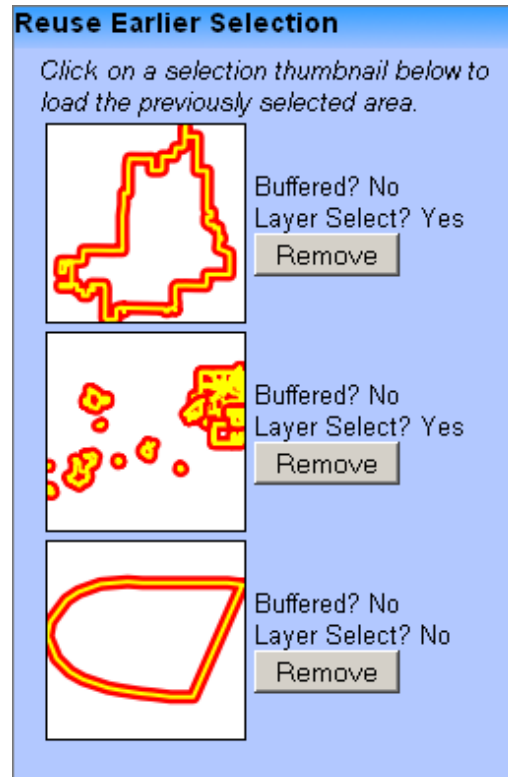
**Plume (Line Tool only)**  
 Start Radius:  miles  
 End Radius:  miles

The **Simple/Ring** buffer offers the most basic option: the entered radius value is added to the active feature in the map viewer, whether it is a set of points, a line, or a polygon.

The **Donut** buffer option requires two radius values to be entered. The “Outer Radius” value adds a simple buffer that functions as the outside edge of the selection area. The “Inner Radius” adds an inside edge based on the mileage entered, creating a selection area comprised of the region between the two edges.

The **Plume** buffer option adds a gradually increasing buffer to a user-drawn line, based on the entered start and end radius values. The **Plume** buffer does not function with the **Add Layer Selection** option or when using the **Point(s)** or **Polygon** selection tools, while the **Simple/Ring** and **Donut** buffers have no such restrictions.

**Choose a Previously Selected Area:** To reuse a previously selected area from the current OnTheMap session, simply scroll down to the **Reuse Earlier Selection** option.



Find and click on the thumbnail image showing the desired selection area. The chosen selection area will appear in the map viewer. Click “Next” to continue to Step 3.

For additional information about selecting areas for analysis in OnTheMap, please review the [Selection Tool Flowchart](#), which contains detailed text and images showing the process of creating many common selection area types.