

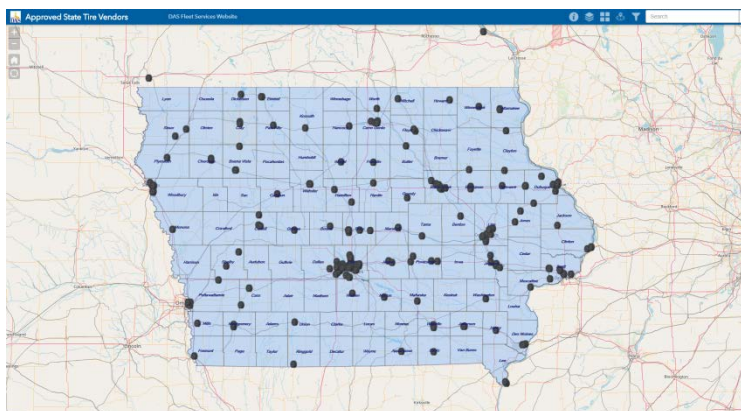
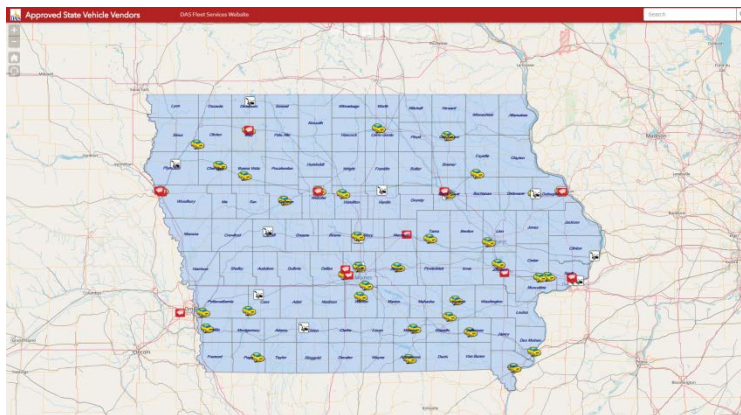
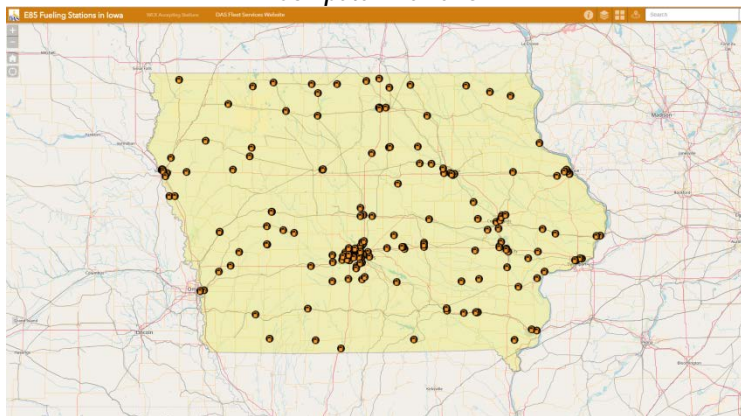
DAS Fleet Services Vendor Mapping Application User Guide

DAS Fleet Service has launched a variety of maps to help drivers and fleet contacts easily find vendors that are approved to work on State of Iowa vehicles. The maps are set up similarly with “widgets” or applications that will help drivers sort and find vendors. The maps can be accessed on both a computer and a mobile device. This user guide has been designed to assist drivers with the maps and the best way to use them.

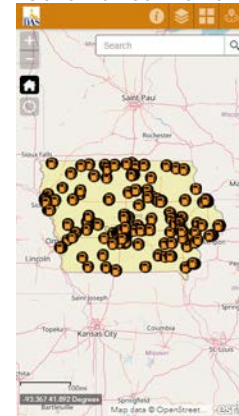
Links to the maps can be found on the DAS Fleet Services Website. There are 3 maps available to users:

- E85 WEX-Accepting Fueling Stations
- Auto Body, Glass Repairs and Contracted Maintenance Vendors
- Tire Vendors

Computer Previews

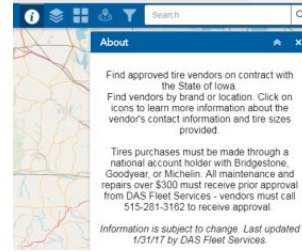


Mobile Device Previews

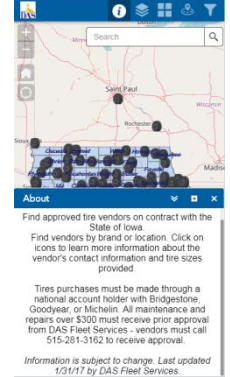


The About Widget

1. Click the “About” Widget icon to display the description of the application.
2. On a mobile device, click the square in the title bar to expand to full screen.
3. Close the widget by clicking the **X** in the upper-right corner or click the double arrow to hide the content.




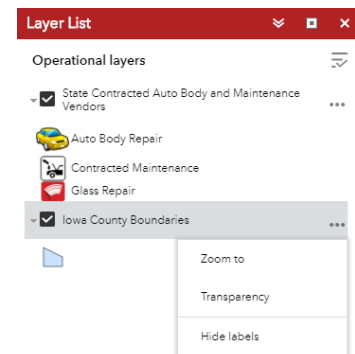
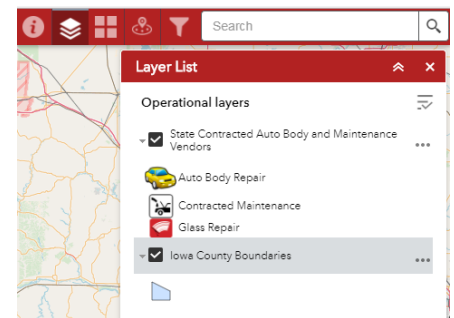
Computer Previews



Mobile Device Preview

The “Layer List” Widget

1. Clicking the Layer List widget in your app displays the layer list or table of contents window.
2. Clicking the down arrow on the left side of a layer displays the layers and legend symbols for layers in the map.
3. Clicking the check box for each layer will turn the layer, labels and icons off. Click the box again to have the layer turn back on.
4. Clicking the ellipsis on the right side of a layer displays the layer menu, which includes the following functions:
 - a. **Zoom To**—Sets the map extent to the extent of the layer.
 - b. **Transparency**—Sets the transparency for the layer.
 - c. **Hide Labels**—Sets the labels to not display for the layer.
5. The **Control all layers** button  controls the behavior of all of the layers in the list. Click the icon to open the menu, which allows you turn on or off all the layers, or expand or collapse all the layers. Alternatively, you can use keyboard shortcuts to do so. Press Ctrl and click the check box of the layer to turn on or off the layers in the same level. Press Ctrl and click the arrow to expand or collapse layers in the same level.
6. Layers are grayed out in the list when zoomed out of their visible ranges.
7. Close the widget by clicking the **X** in the upper-right corner or click the double arrow to hide the content.



The “Basemap Gallery” Widget

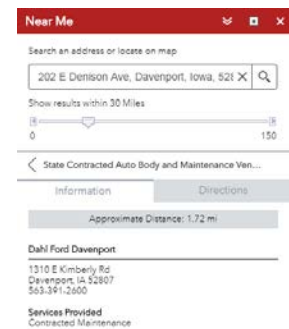
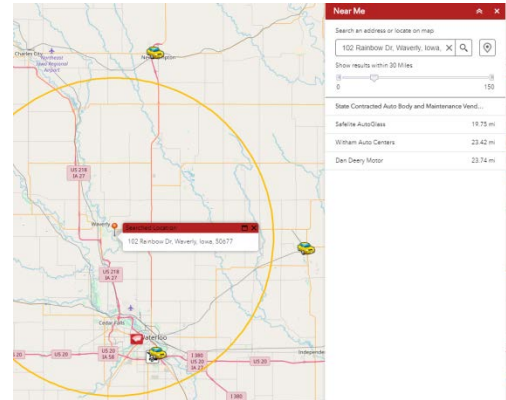
1. Clicking the Basemap Gallery widget displays all the basemaps configured for this widget.
2. Clicking a basemap thumbnail sets it as the active basemap for the app.
3. Close the widget by clicking the **X** in the upper-right corner or click the double arrow to hide the content.



The “Near Me” Widget



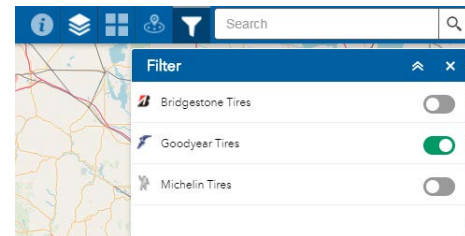
1. Click the Near Me widget to open it and find vendors within a buffer of a defined address or location, view detailed information about the location, and get directions to the selected location.
2. Define the area you want to buffer by typing in an address or setting a location by clicking the pin button and tapping the map directly. Adjusting the slider to the desired number of miles from a defined location allows you to better define the area to search. Default miles is 15 miles, adjust up to 150 miles from a location.
3. Search for an address in the search bar or click a location directly on the map to define the location to be buffered.
4. You will see a list of the features found within the defined buffer for each layer as well as count of how many features belong to each layer.
5. Click a layer in the list of results and click the desired feature. You will see information about the feature on the **Information** tab.
6. Click the **Directions** tab to provide driving directions. It will provide you with driving directions to the selected feature from the defined location.



The “Filter” Widget




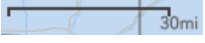
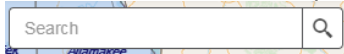


1. Click the Filter widget icon to open it. You can apply multiple filters simultaneously or apply an individual filter to the map to limit the visibility of vendors in a layer.
2. Click the filter you specify to limit features on the map. Notice that toggle button turns on after the filter is applied. Click the filter button again to remove the filtering from the map. You can also turn on and off the toggle button to apply or remove the filter.



Off-panel widgets

The off-panel widgets are embedded throughout the application. The following is a list of off-panel widgets:

- Coordinate  **-94.170 42.807 Degrees** — Displays coordinates in the current map projection when moving the pointer on the map or in other coordinate systems by clicking the map.
- Home Button  — Click to zoom to the map's initial extent.
- My Location  — Detects your physical location and zooms to it on the map.
- Scale bar  **30mi** — Displays a scale bar on the map.
- Search  **Search** — Replaces the existing Geocoder widget with support for searching and suggestions on multiple sources.

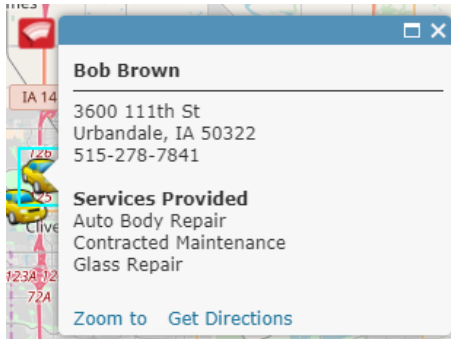


- Zoom Slider — Provides interactive zoom controls in the map display.

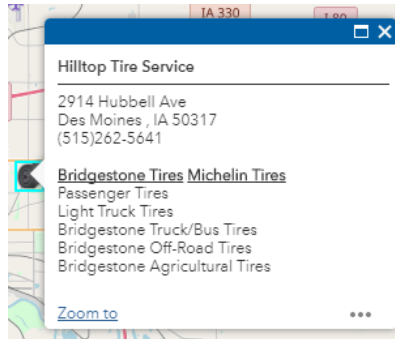
Pop-ups

Pop-ups show details about vendors when you select an icon. The pop-ups contain the address and phone number of the vendor. The pop-up on the Auto Body, Glass and Maintenance map also states the services provided by the vendor. The pop-ups on the Tire Vendor map includes the brand of tires provided as well as the size of tires sold (if the information was available).

Auto Body, Glass, Maintenance Pop-up



Tire Vendor Pop-up



E85 Fueling Pop-up

