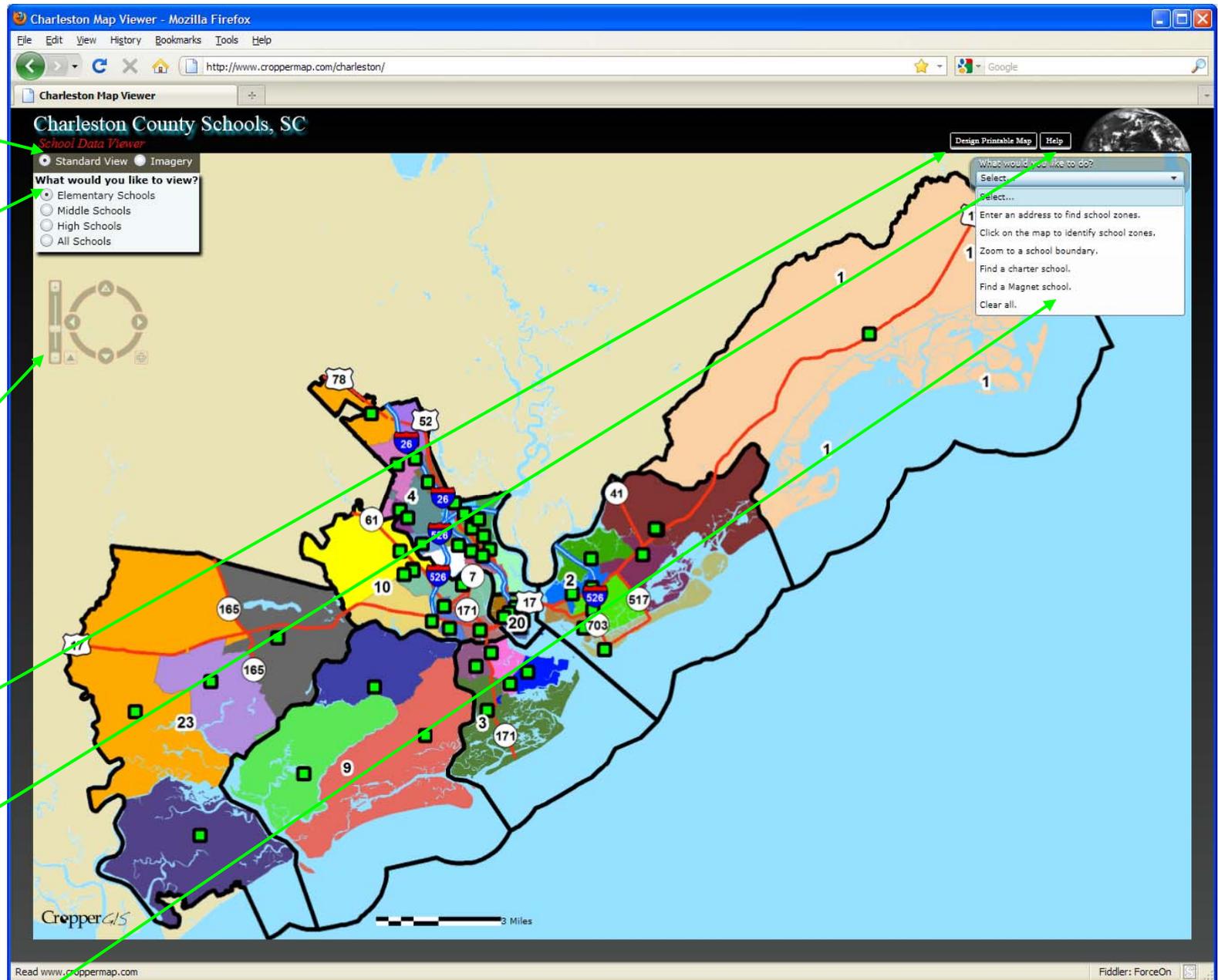


Overview of School Viewer Website

Map Components:

1. **Map Toggle:** To switch between Standard View, and Imagery use this control. By default the map is in Standard View.
2. **What would you like to view?:** This is used to turn the different school maps on and off. The radio button next to each option indicates which map is turned on. The *Elementary Schools* map is on by default.
3. **Map Navigation:** This is used to zoom in & out as well as to pan in any direction on the map. If your mouse has a scroll wheel this will also zoom in and out. Also, if you click on the map screen and drag the mouse it will pan the map.
4. **Design Printable Map**
Use this to design a printable map. Users have the option to add a map title as well as choose between a portrait or landscape layout.
5. **Help**
By clicking this button the help document will be launched in a separate browser window.



6. **What would you like to do?:** Use this dropdown to choose how you would like to use the site. The options include "Enter an Address to find school zones", "Click on the map to identify school zones.", "Zoom to a school boundary (prior to parcels)", "Find a charter school.", and "Find a Magnet school"

How to find what zones an address falls within:

What would you like to do?
 Enter an address to find school zones. ▼

Enter Address Information

Address: 75 Calhoun St
 City: Charleston
 Zip: 29401 Find Clear

75 CALHOUN ST, 29401
 has the following primary school options:

[Memminger ES](#)

[Burke MS](#)

[Burke HS](#)

Constituent District Magnet options:

[Ashley River Creative Arts ES](#)

[Williams MS for Creative and Scientific Arts](#)

[St. Andrews MS](#)

[West Ashley MS](#)

Partial Magnet options:

[Memminger School of Global Studies](#)

[Mitchell Math and Science ES](#)

[St. Andrews School of Math and Science](#)

Countywide Magnet/Charter options:

[Charters Website](#) [Magnets Website](#)

Step 1: Use the *What would you like to do?* dropdown list and select “*Enter an address to find school zones*”

Step 2: Click on the Clear button to clear out the default address. Enter your Address, City and Zip.

Step 3: Click the Find button. If a match is found the map will zoom to the address and the zones that this address falls within will show in the resulting table below. Click on the School Website hyperlink to launch each school’s website.

How to Click on the Map to Identify Zones

Step 1: Use the *What would you like to do?* dropdown list and select “*Click on the map to identify school zones.*”

Step 2: Click on the red flag to activate the identify tool.

Step 3: Next, click on the map where you would like to identify the school zones. A red flag will show up where the mouse is clicked and the zones that this red flag falls within will show in the resulting table below. Click on the School Website hyperlink to launch each school’s website.

Step 4: Click the red X to clear the red flag and deactivate the tool.

What would you like to do?
 Click on the map to identify school zones. ▼

Click red flag to activate identify tool and then click on map. Click red X to deactivate.

The location of the red flag
 has the following primary school options:

[Sanders-Clyde ES](#)

[Burke MS](#)

[Burke HS](#)

Constituent District Magnet options:

[Ashley River Creative Arts ES](#)

[Williams MS for Creative and Scientific Arts](#)

[St. Andrews MS](#)

[West Ashley MS](#)

Partial Magnet options:

[Memminger School of Global Studies](#)

[Mitchell Math and Science ES](#)

[St. Andrews School of Math and Science](#)

Countywide Magnet/Charter options:

[Charters Website](#) [Magnets Website](#)

How to Zoom to a School Boundary

Step 1: Use the *What would you like to do?* dropdown list and select “Zoom to a school boundary.”

Step 2: Use the “Zoom to a school zone boundary (prior to parcels):” dropdown to select which school boundary to zoom to.

Step 3: Once a school boundary is chosen the map will zoom to that boundary and will be highlighted with a pink border. The schools information will also be visible.

Step 4: Click the *Clear Results/Graphic* button to clear the zone and results information.

How to Find a Magnet School

Step 1: Use the *What would you like to do?* dropdown list and select “Zoom to a Magnet school.”

Step 2: Use the Find a Magnet School: dropdown to select which school to zoom to.

Step 3: Once a Magnet school is chosen the map will zoom to that school and will be symbolized by a red circle. The schools information will also be visible.

Step 4: Click the *Clear Results/Graphic* button to clear the school graphic and results information.

How to Find a Charter School

Step 1: Use the *What would you like to do?* dropdown list and select “Find a charter school.”

Step 2: Use the “Find a charter school:” dropdown to select which school to

Step 3: Once a charter school is chosen the map will zoom to that school and will be symbolized by a red circle. The schools information will also be visible.

Step 4: Click the *Clear Results/Graphic* button to clear the school graphic and results information.

zoom to.

How to Design a Printable Map

Step 1: Click on the “Design a Printable Map” button



Enter map title:
 This is my map title
 Portrait Design
 Landscape Design
 Switch to Design View

Step 2: Enter a map title in the space provided

Step 3: Choose whether you would like your map layout to be in “Portrait Design” or “Landscape Design” (*Note: Most printers are set to print in “Portrait” by default. If you choose “Landscape” you may need to also change your printer’s preference to “Landscape” once ready to print*)

Step 4: When you are ready to view the print design click on the “Switch to Design View” button

Step 5: Click the Print button to launch the print dialog. Check to make sure your printing preferences match your layout design of “Portrait” or “Landscape”



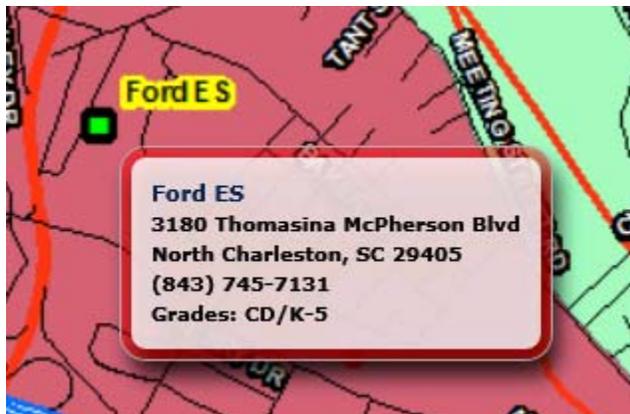
Step 6: When you are finished printing click on the “Switch Back to Map” button to go back to the web map



How to Show School Information by using Mouse Pointer (Map Tips)

Step 1: Zoom into a school location that you would like more information on

Step 2: Hover your mouse pointer over the school location until a red box with the schools information pops up.





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