



eMapShop

User Documentation

Introduction

Congratulations for buying a dynamic and captivating way of bringing our world to the minds of your students. eMapshop content is divided into three collections for Elementary, middle schools and high schools. Each map collection is grade appropriate and includes world, U.S., history and additional Common Core Maps. Toggle layers and add your notes to customize your maps to your curriculum.

This package is designed to be intuitive. Here, we provide short document to help you with its more powerful features. All of the eMapshop maps are published in PDF format; therefore they are best viewed with Adobe Reader. The Windows and Mac versions of eMapshop utilized Adobe reader in order to provide the best viewing tools. Please insure that you have the latest version of Adobe reader installed on your computer before running eMapshop.

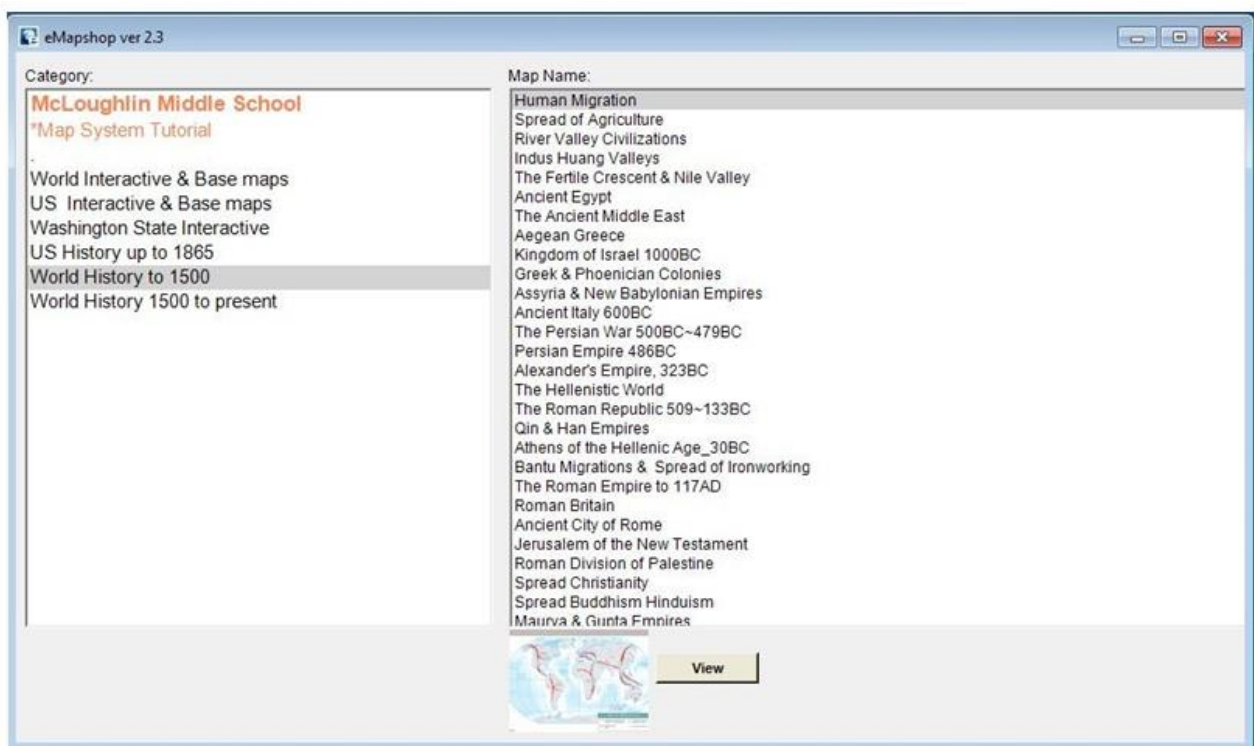
The HTML web version of eMapshop depends on your choice of browser to display the PDF format. Each browser has its own PDF reader and each version may present some of the map features differently. You may find that some of the features documented here are not available in your browser. This is an evolving situation and subject to become more standardized in the future. Currently, some of the viewing options like layers and annotations are best utilized by Microsoft Internet Explorer or Safari with the Adobe Reader Plugin installed on your client computer. Other more modern browsers like Edge and Chrome will not allow the Adobe Plugin to be installed. They will display the maps very well but may not have all of the tools available for viewing layers and annotations. We are continuously working to enhance these features.

eMapshop Main Menu



After the Digital School Maps program is installed, this icon will either be on your desktop screen or show up under new programs. To run eMapshop, double click on this icon. Depending on the package configuration you have chosen, there will be a variety of categories shown on the left hand side column. Choosing a map is as easy as clicking on a category, then clicking on the map you want to see, then clicking the View button.


Example of the Windows and Mac Versions



Example of the HTML Web version



Mapshop

Loudoun County Schools	School Site License Serial Number:1474HTML
Category: Loudoun County Schools *Map System Tutorial World Interactive & Base maps US Interactive & Base maps Continents & Regional Base maps US History up to 1865 World History to 1500 World History 1500 to present Civics & Government US Presidential Elections	Map Name US Interactive PDF US Political Regions - SOL US physical with elevation profile North America Geographic Regions - DOE N. Am. Physical Geography Map US Climate US Land Use and Production US Population
	 Click to View

eMapshop Version Compatibility with PDF Map Functions

Function	Windows & Mac Package Software	HTML Internet Explorer	HTML Edge	HTML Chrome & Chrome Book	HTML Firefox	HTML Mac Safari	HTML iPad Safari
View PDF Map	X	X	X	X	X	X	X
Zoom	X	X	X	X	X	X	X
Pan	X	X	X	X	X	X	X
Print	X	X	X	X	X	X	X
Markup	X	X			X	X	X
Save Markup	X	X			X	X	
Adobe Reader	X						
Adobe Reader Plug-in		X			X	X	
Toggle Layers	X	X			X	X	
Zoom to Bookmarks	X	X					
Run on Network File Share	X	X	X	X	X	X	X
Run on Web Server (Intranet)		X	X	X	X	X	X

Adobe PDF Reader

The Windows and Mac versions of eMapshop utilizes Adobe's PDF Reader. This is a free software package that can be downloaded from:

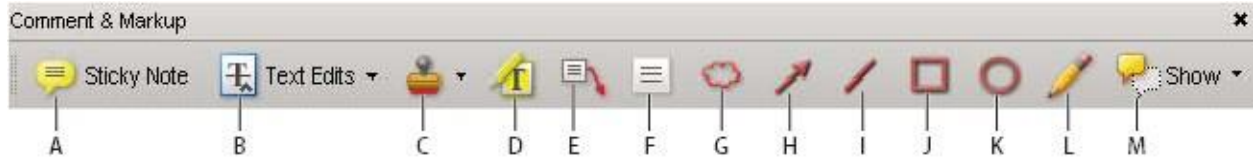
<https://get.adobe.com/reader/otherversions/>

Adobe PDF Reader unlocks the true potential of our maps. You can zoom in or out using the plus and minus buttons on top of the screen. You can also pan the map by doing a click and drag of the scrollbars either up and down or back and forth.



Marking up your maps with Adobe Reader

When you display a PDF map to review, you can annotate it by using the commenting and markup tools. Use the commenting and markup tools to add your comments to a map.



Comment & Markup toolbar: A. Sticky Note tool, B. Text Edits tool C. Stamp tool and menu D. Highlight Text tool E. Callout tool F. Text Box tool G. Cloud tool H. Arrow tool I. Line tool J. Rectangle tool K. Oval tool L. Pencil tool M. Show menu.

You use commenting and markup tools (View > Toolbars > Comment & Markup) to add comments. Comments are notes and drawings that communicate ideas or provide feedback for PDFs. You can type a text message using the Sticky Note tool, or you can use a drawing tool to add a line, circle, or other shape and then type a message in the associated pop-up note. Most commenting and markup tools don't appear in the toolbar until you add them.

Most comments include two parts: the icon, or markup, that appears on the page, and the text message that appears in a pop-up note when you click or double-click the icon or place the pointer over the icon.

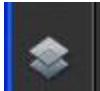
After you add a comment, it stays selected until you click elsewhere on the page. A selected comment is highlighted by a blue halo to help you find the markup on the page. A wireframe with selection handles appears so you can adjust the size and shape.

You can also change the look of the tools. This is especially helpful for modifying the line width or color of your mark-ups. In the Comment & Markup toolbar, right-click/Control-click the tool you want to use, and choose Tool Default Properties.

If you simply want to add plain, simple text to the map, then use the Typewriter tool. See page 10 for more info on that.

PDF Layers

There are some special maps in the eMapshop that have advanced layers and bookmarks within each map. This allows the Adobe Reader to display the map in various ways based on turning on or off the various map layers in each map. The layers are listed in the order in which they paint on the screen. So, for example, most text or annotation will be at the top of the layer list because it should display on top of underlying information like counties or parks.

To turn on a layer, first display the layer list with  this icon.

Once you click on it, then you will see a list of all the available layers. If this does not appear in Adobe Reader, then from the top menu click on **View**, then Navigation Panels, then Layers. One of the typical uses for turning layers on and off is to switch a map from a political view to a physical view. With the control of layers you can make a variety of map types from the same map. For example you can overlay cities and rivers on a physical map to better illustrate that the river was the reason a particular city was located there.



Click the + in this area to expand the layer list.

After you expand the layer list, click on the “eye” to turn a layer off, or the blank square to turn a layer on.

PDF Bookmarks



We have also put bookmarks in some of our more advanced PDF maps. These allow you to automatically zoom to a particular area of the map. If bookmarks are available, then this icon will appear on the left side of the map. When you click it, a list of available pre-defined bookmarks will appear.

PDF Typewriter Tool

The Typewriter tool has the following features:

1. The Typewriter tool is a menu item with submenu options in the Tools menu.
2. The Typewriter tool includes a toolbar containing the Typewriter tool button and several property control buttons, which act independently of the Properties framework.
3. The large cursor (Windows only) with a sample text character shows where text will be placed on the page.
4. The font is fixed at single-spaced Courier for Roman locales, and fixed to a similarly single-spaced font for other locales.
5. The Typewriter annotation has no background color and no border.
6. The Typewriter tool annotations do not have automatic word wrap although text will conform to the annotation rectangle when adjusted manually.

How to Use the Typewriter tool

To select the Typewriter tool, choose Tools > Typewriter > Typewriter. With the Typewriter tool selected, click anywhere on the page and begin typing.

To show the Typewriter toolbar, choose Tools > Typewriter > Show Typewriter toolbar. Then the toolbar below should appear on your screen.



To edit text properties, click one or two of the four icons on the Typewriter toolbar: decrease text size, increase text size, decrease line spacing, increase line spacing.

To move the text you added to the map, click on Tools then Select & Zoom. Next, click on the Select Tool. This will give you an arrow that lets you click and drag the text you have on the map to your optimum spot.

To view properties on a Typewriter annotation: In Acrobat, select the Typewriter annotation, choose View > Toolbars > Properties bar, then click More to view additional information about the annotation such as author, subject and review history.

Adobe PDF Reader Plugin for Browsers

Windows Internet Explorer, Apple Mac Mac Safari, Firefox for Windows and Mac

The HTML version of eMapshop utilizes Adobe's PDF Reader Plug-In. Some browsers include their own built-in versions of Adobe Reader but do not have some of the more advanced tools that are available in the Adobe plugin.

If you find this is an issue, you can revert back to the original Adobe Plugin. Please review the following web article published on the Adobe web site:

<https://helpx.adobe.com/in/acrobat/kb/pdf-browser-plugin-configuration.html>

Installation of Adobe Reader automatically installs the Adobe browser plugin. If the plug-in does not appear in your browser's options, you can completely remove and reinstall Adobe Reader, which will reinstall the browser plugin. Review this web article if you need more information:

<https://www.techwalla.com/articles/how-to-reinstall-the-adobe-reader-plugin>

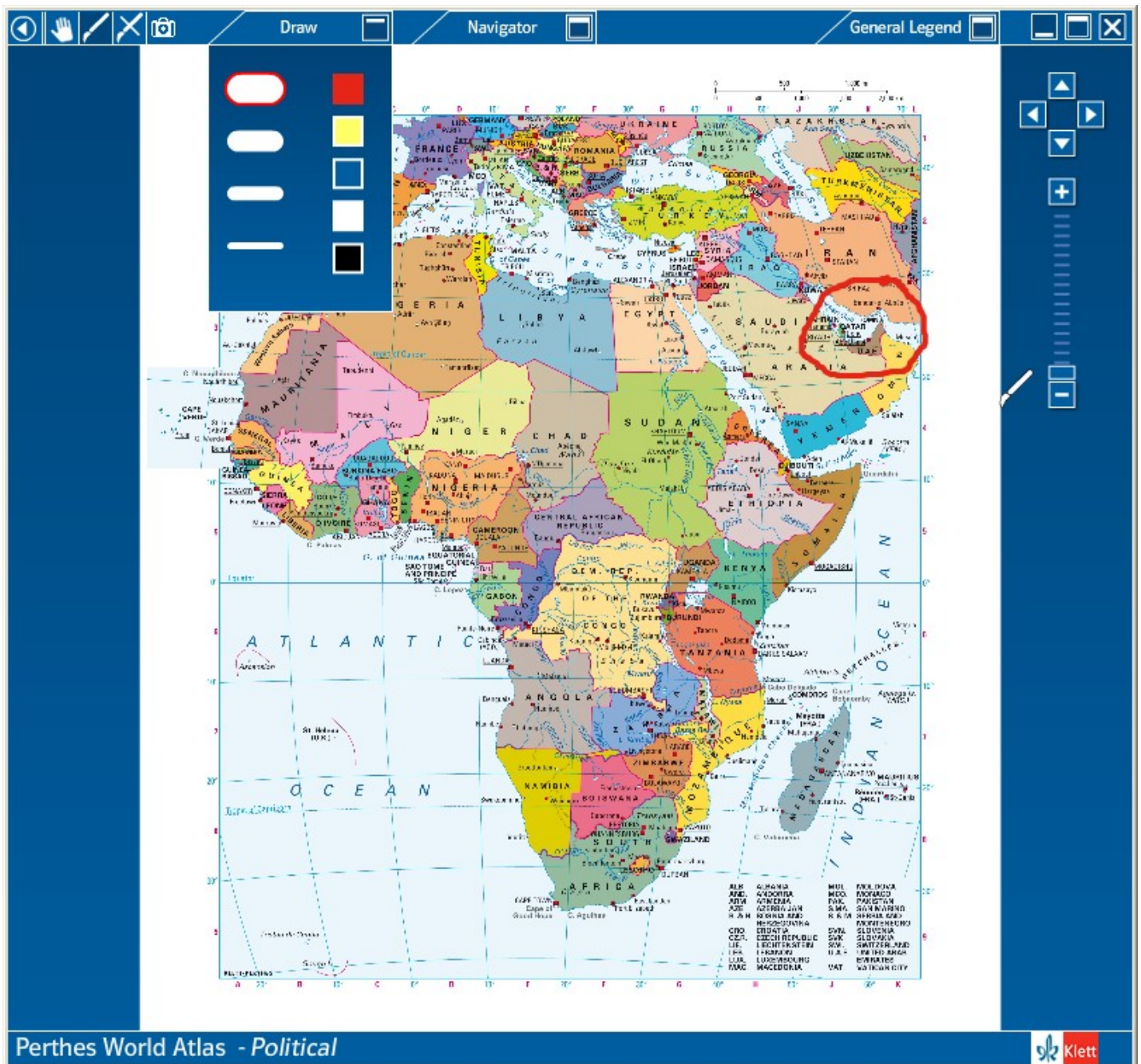
Optional Perthes World and US Digital Atlas



This icon will be placed on your desktop after you install the Perthes Digital World Atlas software. After you click on it, a screen similar to the one below will appear. The secret here is to click on the Maps by Regions. It's the fastest way to find a map of a given area. This separates the hundreds of maps that come with this package into continents. From there, just pick the continent for your lesson.



The screen shot below shows a typical map displayed with the Perthes World Atlas program. The arrows and plus and minus buttons in the upper right corner let you zoom in/out and pan around the map. The draw button displays a choice of 4 colors and line thicknesses. The Paintbrush button let's you start drawing on the map. The button to the right of the paintbrush will erase your markups. The variation of the line thickness becomes more obvious as you zoom in closer to a particular area. The camera button will let you save the map with your mark-ups as a jpeg so that you can bring it up for future lessons. (Ask your school IT person which program to use as a jpeg viewer).



Switch on / switch off and move a legend

On the menu bar there are two tabs titled "Legend" and "General Legend." "Legend" refers to the special legend for the selected map. "General Legend" explains the basic symbols and the abbreviations of Countries in nearly all maps. Click on the little square on the right of the index-tab to make the legend appear on the screen. If you click again on the little square, the legend will disappear. Using the mouse cursor on the index-tab, you can move the legend wherever you like on the screen.

Enlarging a legend

If a legend is on the screen, you can enlarge it with the + symbol on the right, or reduce it with the - symbol. You can move the enlarged legend inside the legend-window to center it on a particular section.

Drawing on a map

Use the pencil-button of the menu bar to highlight important map features. The mouse cursor will change into a pencil symbol, allowing users to highlight the selected features. Clicking on the little square of the tab "Draw" in the menu bar opens a window that allows you to change the color and width of the pencil lines. Use the crossed out pencil-button to delete unwanted marks.

Saving a map for presentation or use in other documents

Click on the camera button of the menu bar. A screenshot of the actual map or of the map section currently shown on the screen will be captured and can be saved in jpg-format. This image can be used in presentations as well as in documents such as class worksheets.