# Manitoba Land Initiative (MLI)

# User Help Documentation

Release 2.2 September 20, 2017

# **MLI USER HELP**

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# I. Contact Us

If you have any questions or comments about the Manitoba Land Initiative site itself (not the map layers we have – the contact information for those is given in the metadata document associated with the map), please get in touch with us by e-mail at <u>mlinfo@gov.mb.ca</u>.

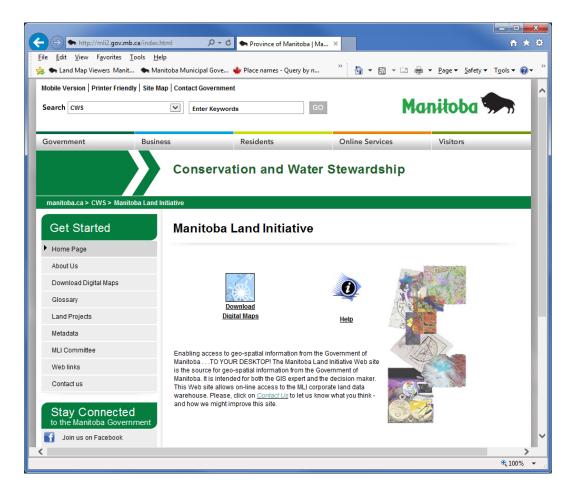
## II. Description of MLI Site – Overview

#### 1. About MLI (Manitoba Land Initiative)

The Manitoba Land Initiative (MLI) is a cross-departmental partnership project and corporate approach for the management and utilization of land related digital information. The process includes bringing together information technology and Geographic Information Systems expertise for the collection, storage and distribution of important core geospatial data products.

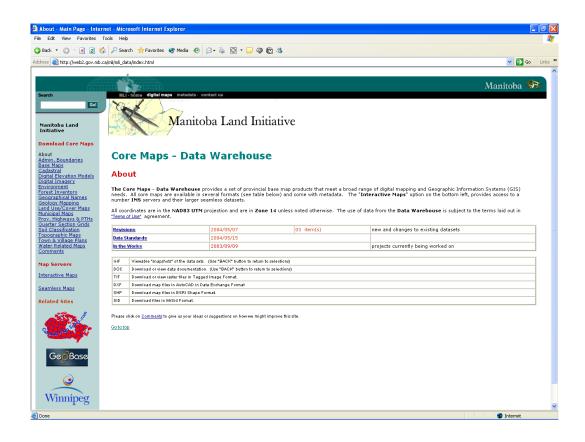
### 2. Getting Around the Site

There are two icons on the main body of the Manitoba Land Initiative (MLI) start page. These are: Download Digital Maps and Help. The list in the left side bar also provides links to other areas of interest at MLI.



## 1.) Download Digital Maps

This is where all of the warehoused maps are featured. When this icon is selected and you have select <u>I have read and I AGREE</u> to the Terms and Conditions of Use, the display will present a screen similar to the one shown below.



On the left side of the screen is a category listing of core map groups presently available. When selecting one of these categories, your screen will present a list of the various maps available in that category along with various formats available. (see <u>Section III, Part 1</u> for further details)

#### 2.) Help

This link provides access to this User Help document and general Help Information.

#### 3.) About Us

This section offers a description of the how and why, and some history, of the Manitoba Land Initiative.

### 4.) Glossary

The glossary provides links to other glossaries on the Web, as well as the MLI glossary of terms commonly used within GIS and geospatial related discussions.

### 5.) Metadata

The necessity and importance of metadata is a dominant value at the MLI warehouse. This area of the MLI site provides a description of what metadata is and why it is important.

Change is the essence of geospatial data in a networked environment. The word metadata shares the same Greek root as the word metamorphosis. Meta means change and metadata, or "data about data," describe the origins of and track the changes to geospatial data.

For a description of the metadata standards used by the Manitoba Land Initiative (MLI), please refer to <u>Section IV. - Metadata Standards</u>.

### 6.) Land Projects

This area of the MLI site supplies links to, and information about, some landrelated projects happening locally.

## 7.) MLI Committee

Here is where to find information on who makes up the MLI Committee, some background information about it and related documents, reports and presentations.

## 8.) Web links

The Web Links area of the MLI site provides hundreds of links to GIS and geospatial related sites on the Internet from around the world.

# III. Description of MLI Map Warehouse and How to Use It

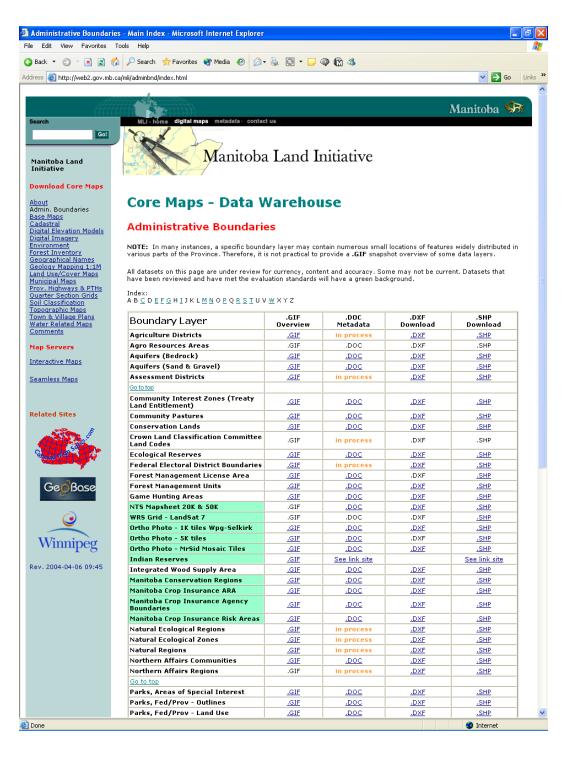
## 1. Map Categories

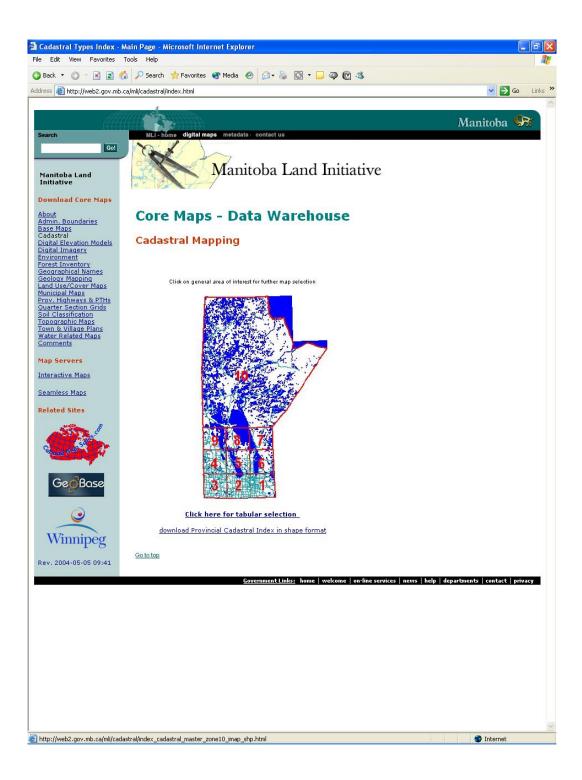
The categories of maps available in the MLI warehouse (core maps) are:

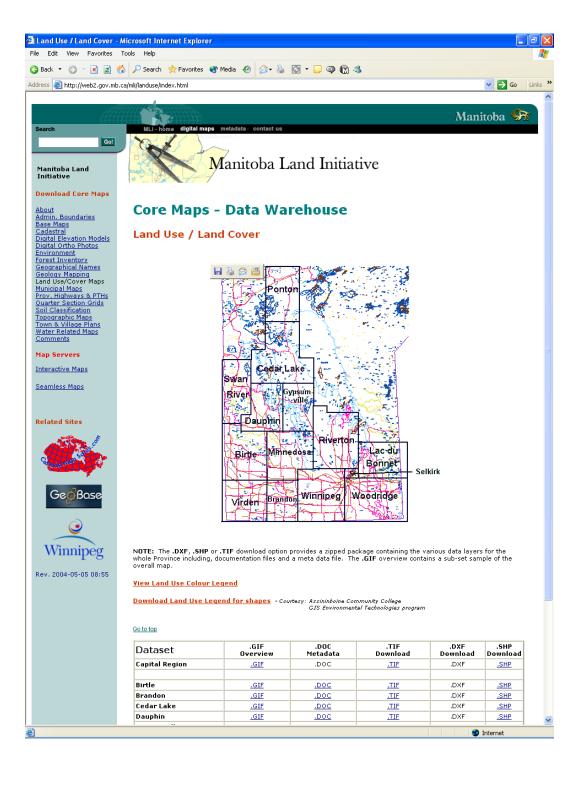
Admin. Boundaries **Base Maps** Cadastral **Digital Elevation Models** Digital Imagery Environment Forest Inventory Geographical Names **Geology Mapping** Land Use/Cover Maps **Municipal Maps** Prov. Highways & PTHs Quarter Section Grids Soil Classification **Topographic Maps** Town & Village Plans Water Related Maps

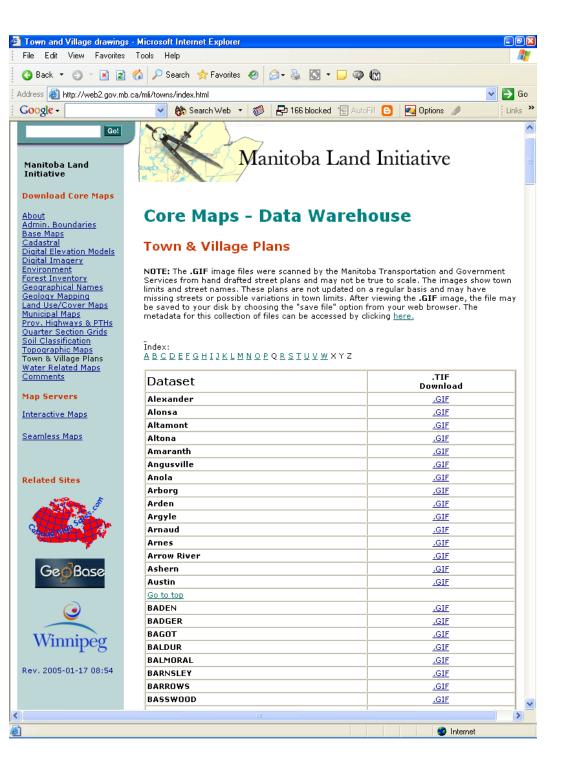
Within each category, there is a list of maps available presented in a table, or a sub category of mapped areas will be shown to narrow down the region of interest.

Following are examples of some types of screen displays which appear after a category is selected.









## 2. File Types Available

For each category of maps, there are different files types available. Most files are available in the .SHP format used by ESRI products. Each file also has a metadata file associated with it and is a .DOC (Microsoft Word) format. In most categories, a .DXF file type is also available, as a file format used by AutoCAD programs. As well as these file types, a .GIF overview is usually available, to provide an abbreviated view of the map on screen before downloading the file.

Exceptions to these file types available are those files in the Digital Imagery category. These are ortho photographs available only as .TIF files. The files in Municipal Maps and Town & Village Plans categories are scanned drawings and are in a .GIF format. Digital Elevation Models are stored in a simple text ASCII file or Arc/Info grid format.

All files for download, except .TIF orthos, are stored in a WinZip compressed format.

### 3. How to Download

To download a map layer or file, select (click) the map category you're interested in, find the map you want from the list or index provided on the screen, and click on the file type you want - .SHP, .DXF, .SID or DEM – these are underlined and show in a blue font. A download window will then open, similar to the one shown below, asking if the file is to be opened or saved. Click Save. Then select the folder the file is to be stored in, click OK, and the file will be downloaded to that folder.

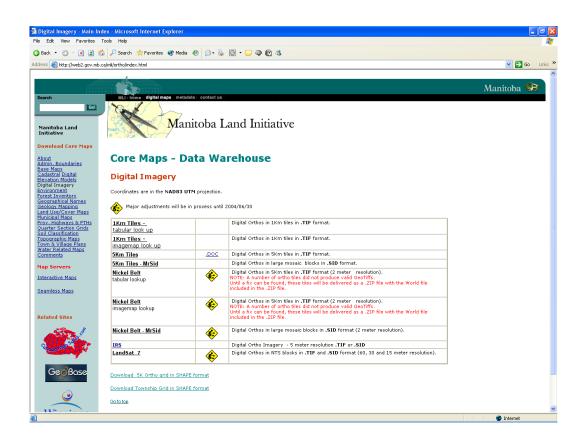
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To download the metadata file, click on the .DOC (underlined, blue) associated with the map file in the table. The file will then open in your browser and you can use the browser's File.....Save As...... command to download it. Or you can simply right click on the .DOC (underlined, blue) and select 'Save Target As...' from the drop down menu to save it as a .txt file.

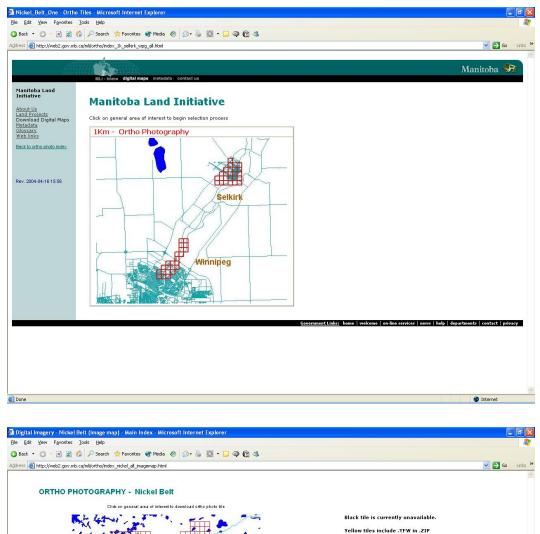
#### 4. How to Download Ortho Photos From the Digital Imagery Category

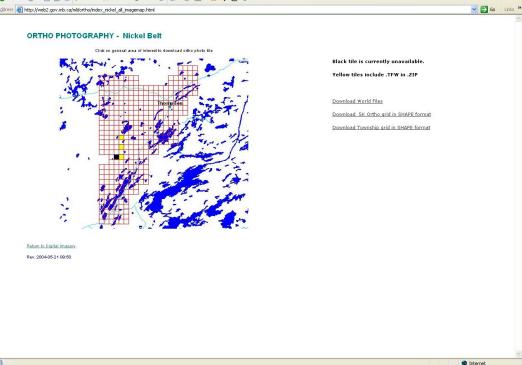
Digital ortho photos are raster .TIF files and are very large and may take time to download. The Digital Imagery category supplies some of the orthos in MrSid format – the ortho photos compressed and stitched together into mosaics or blocks – to speed up downloads. As well, any of the ortho photos (and other maps from other categories) can be ordered from MLI on a CD (see <u>V. Requesting a CD of MLI Maps</u>).

If you require the .TIF file to be downloaded, select the image map for the files of interest from the Digital Imagery page – see sample below:

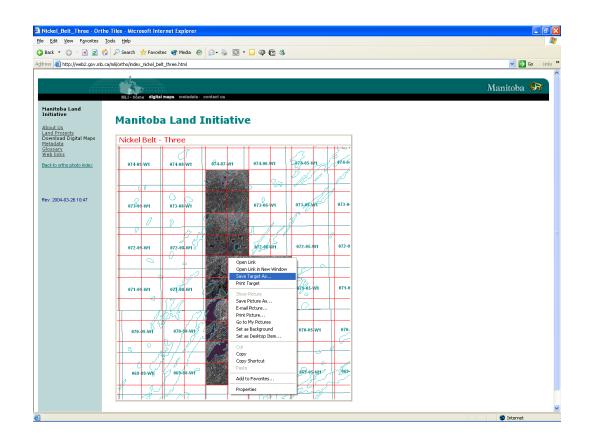


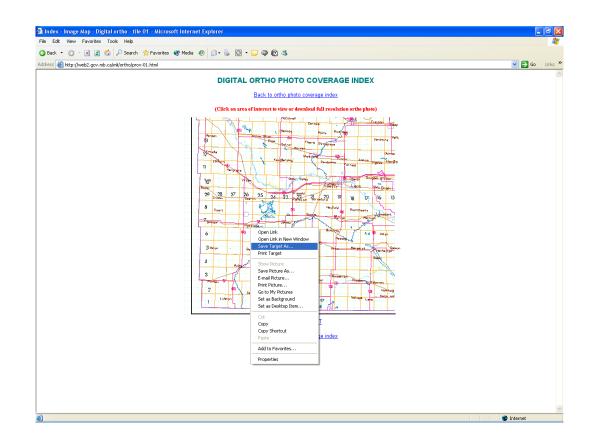
The Image map will then be displayed – similar to the following two samples:



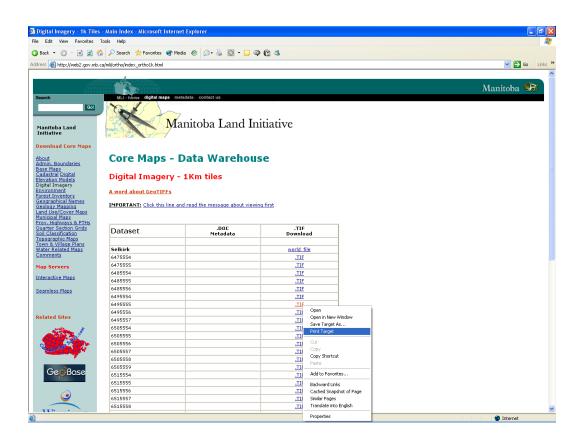


From the image map shown, select the area of interest, then right click on the ortho tile you want and select 'Save Target As......' from the drop down menu, as shown in the following examples (if you left click, your browser will display the file on the screen (very slow) and will not download it).

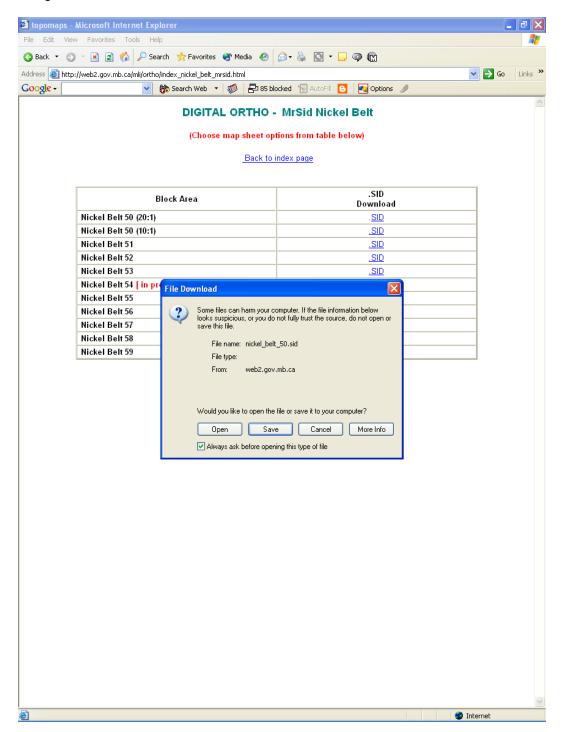




If Tabular look up is selected instead of Image Map look up, a screen similar the one below will be displayed. From this screen, right click on the .tif file to be downloaded and choose 'Save Target As.......' from the drop down menu.



To download a MrSid file, first select the MrSid area of interest from the digital Imagery main page, then on the list of files displayed, left click on the word .SID beside the file name to be downloaded. A download window will open, as in the following example, asking for information on where to save the file to.



# IV. Metadata Standards

The Federal Geographic Data Committee (FGDC) has adopted content standards for metadata. All MLI products strive to adhere to the FGDC sections 1 & 7 standards as a minimum.

# Guidance for minimal metadata documentation of spatial data files created by Manitoba Land Initiative data providers:

#### 1) Identification Information (required)

Most of this section is *Mandatory* to comply with the FGDC standard. It is basic identification information about the data set

2) Data Quality Information (desirable but, optional)

This section (along with 3, 4, 5, and 6) is considered mandatory only if it applies to the data.

3) Spatial Data Organization Information (desirable but, optional)

This section (along with 2, 4, 5, and 6) is considered mandatory only if it applies to the data.

4) Spatial Reference Information (desirable but, optional)

This section (along with 2, 3, 5, and 6) is considered mandatory only if it applies to the data.

5) Entity and Attribute Information (desirable but, optional)

This section (along with 2, 3, 4, and 6) is considered mandatory only if it applies to the data.

#### 6) Distribution Information (desirable but, optional)

This section (along with 2, 3, 4, and 5) is considered mandatory only if it applies to the data.

#### 7) Metadata Reference Information (required)

This section is required and will provide data user with information on who created the metadata and when.

# V. Requesting a CD of MLI Maps

If required, we will create a CD of the files required from the MLI site for a fee of \$50.00. Simply send your request via e-mail to <u>mlinfo@gov.mb.ca</u>. Specify which maps you want (file name and format), which metadata files and the invoicing information. We will create a CD holding as many files as you request for \$50.00 each CD and mail out the CD and invoice. We request that you first register at the MLI site and agree to the terms and conditions for use of MLI data.

## Appendix A – Terms and Conditions of Use

#### Licence Agreement for Digital Data

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AND WHEREAS the User wishes to access and use the Data;

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#### 4.00 Choice of Law

4.01 This Agreement shall be interpreted in accordance with the laws in force in the Province of Manitoba, Canada and the parties irrevocably attorn to the jurisdiction of and agree to bring any actions exclusively in the courts of Manitoba.