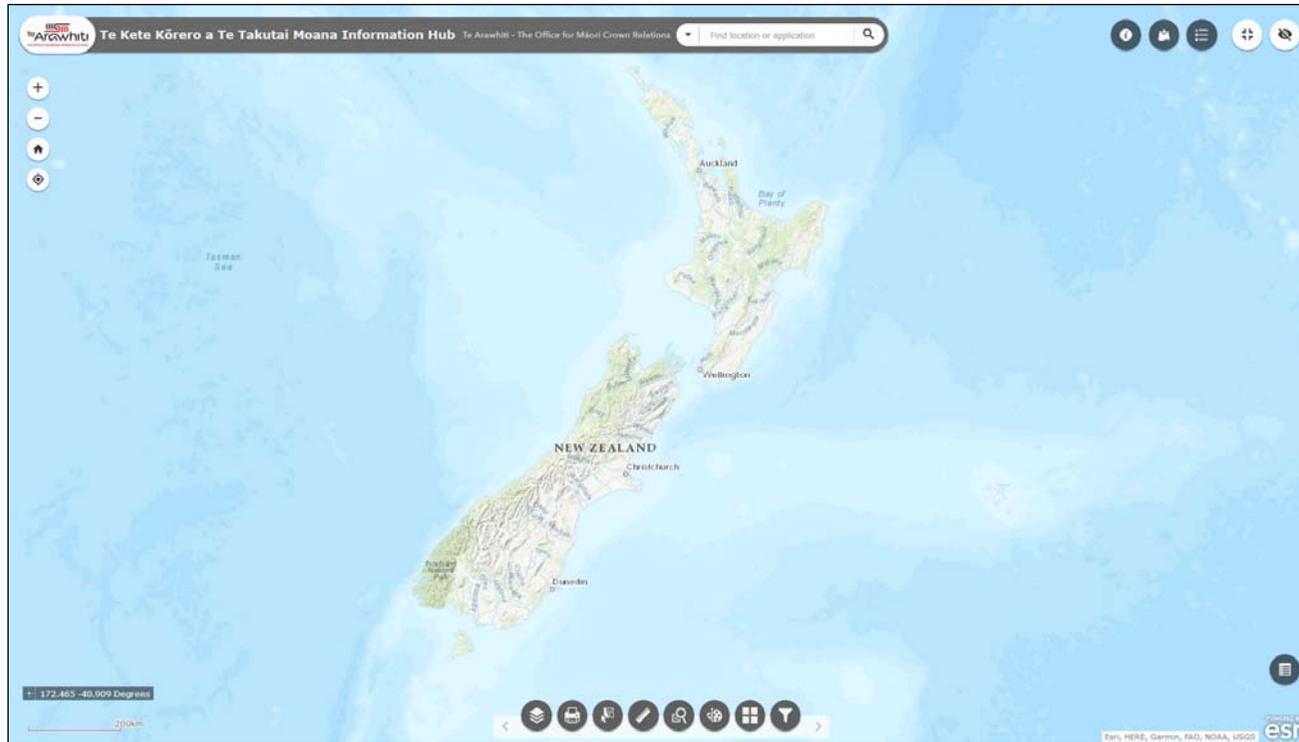


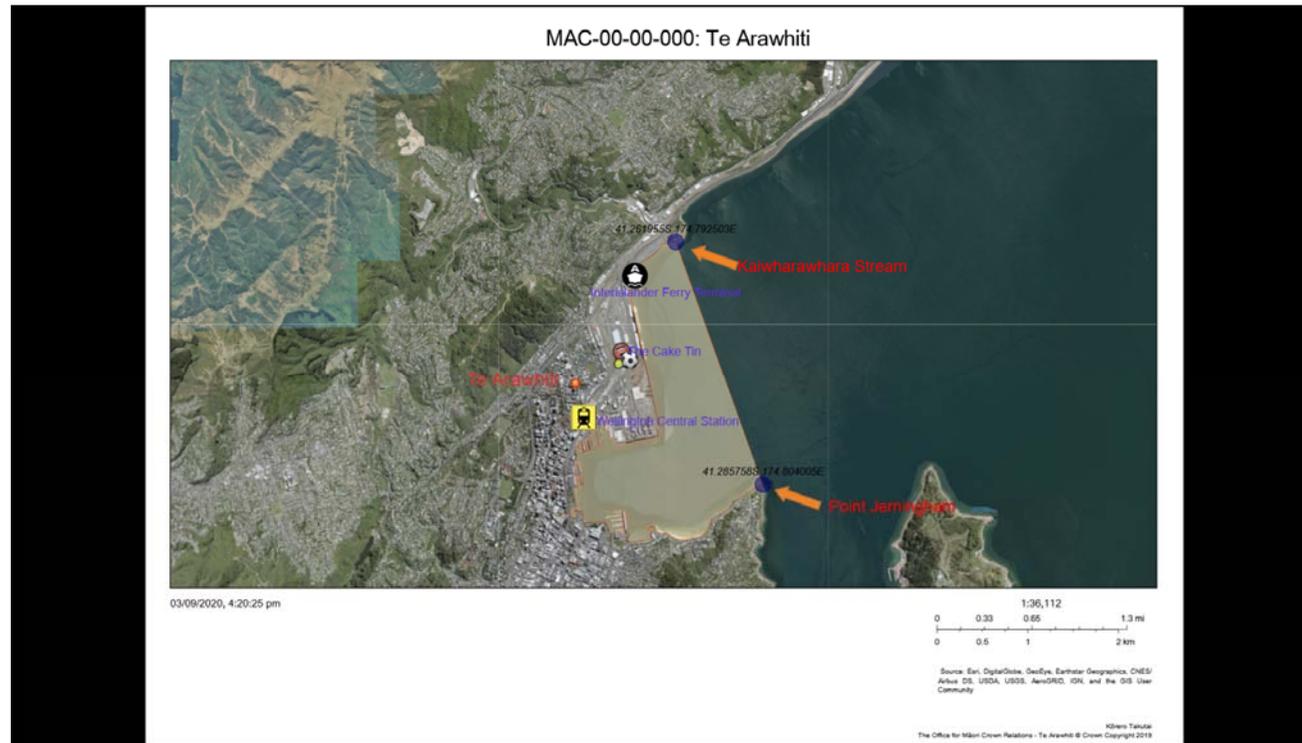
Te Kete Kōrero a Te Takutai Moana



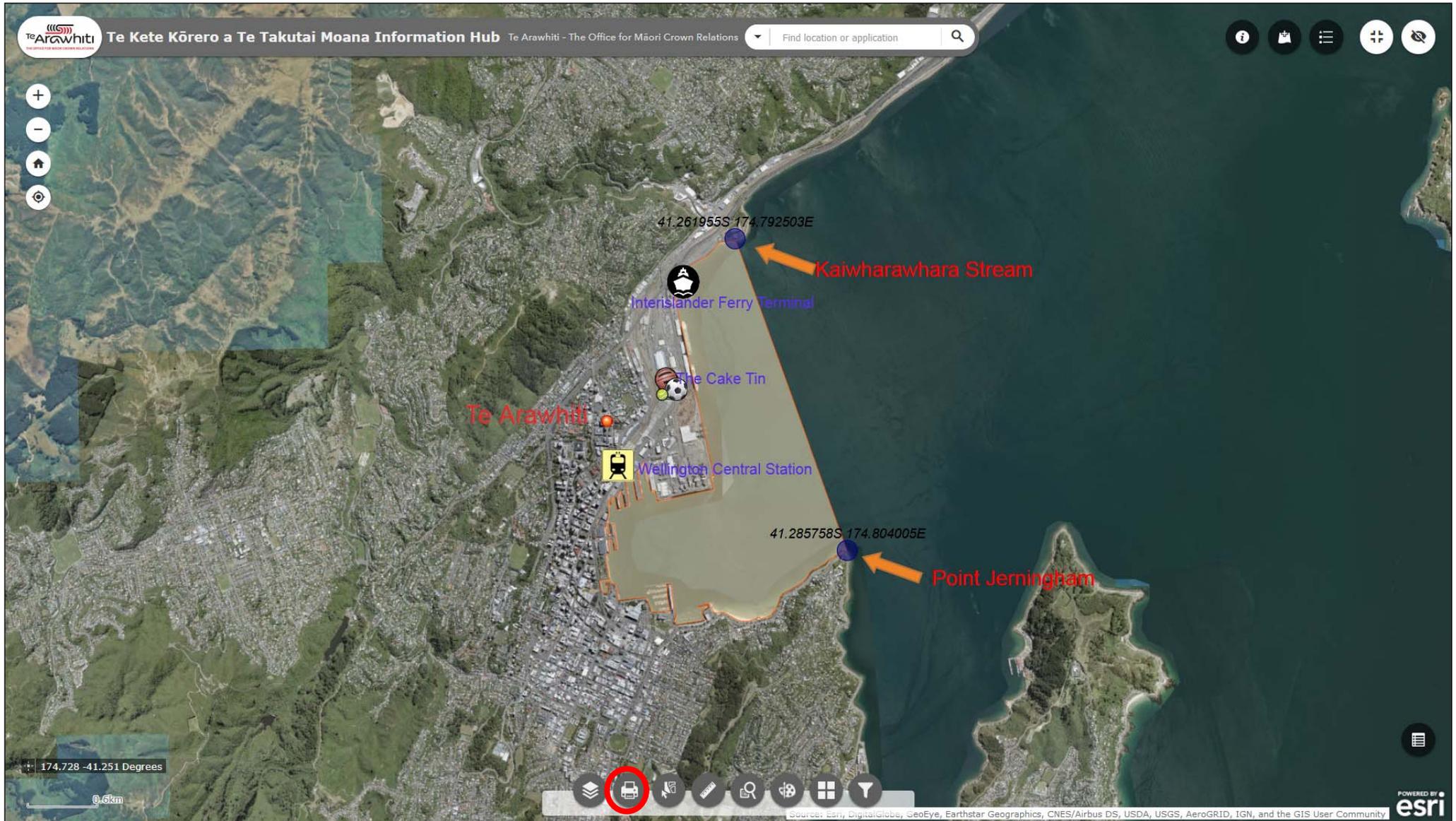
How to Save a Map



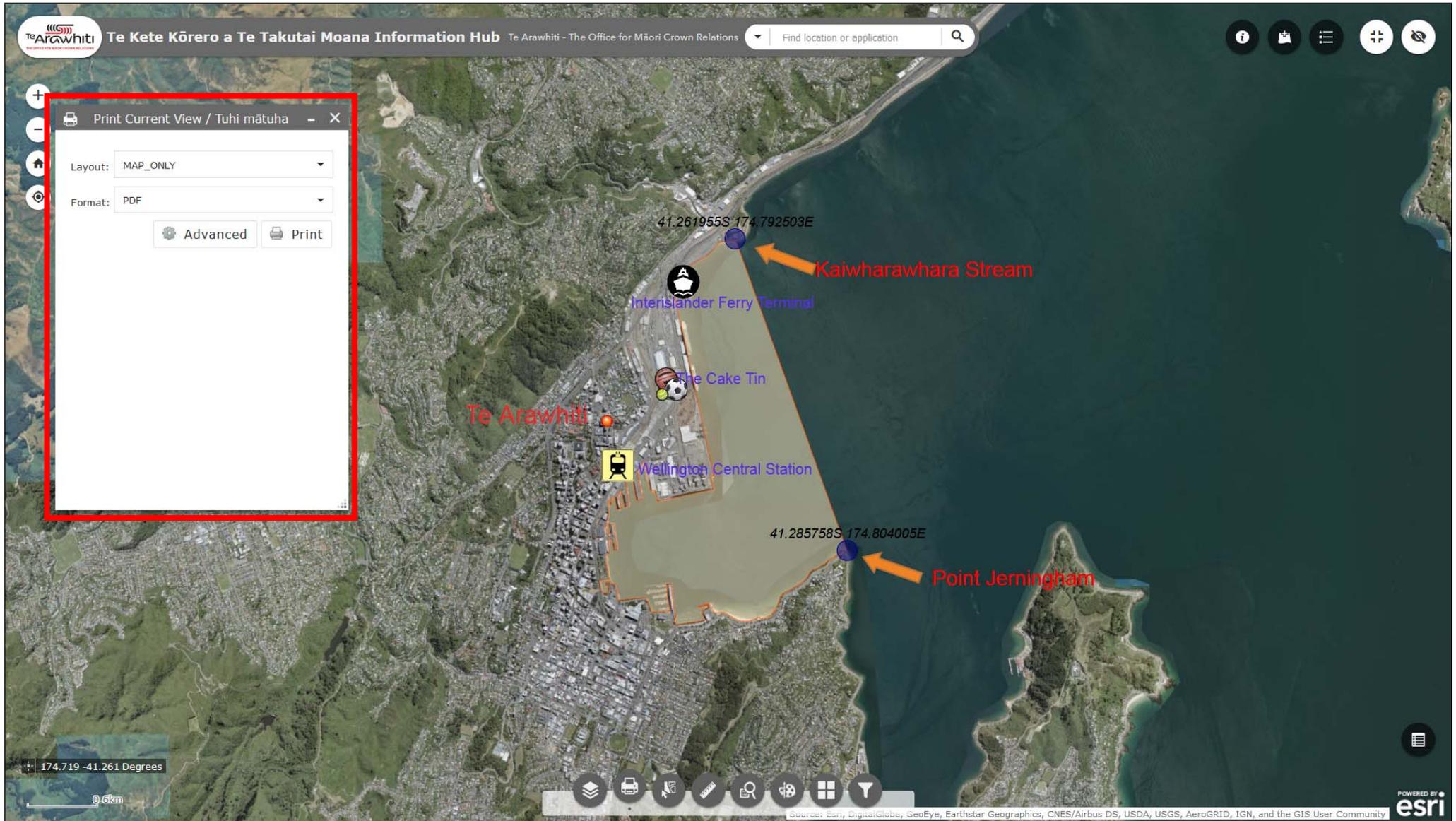
How to Save a Map



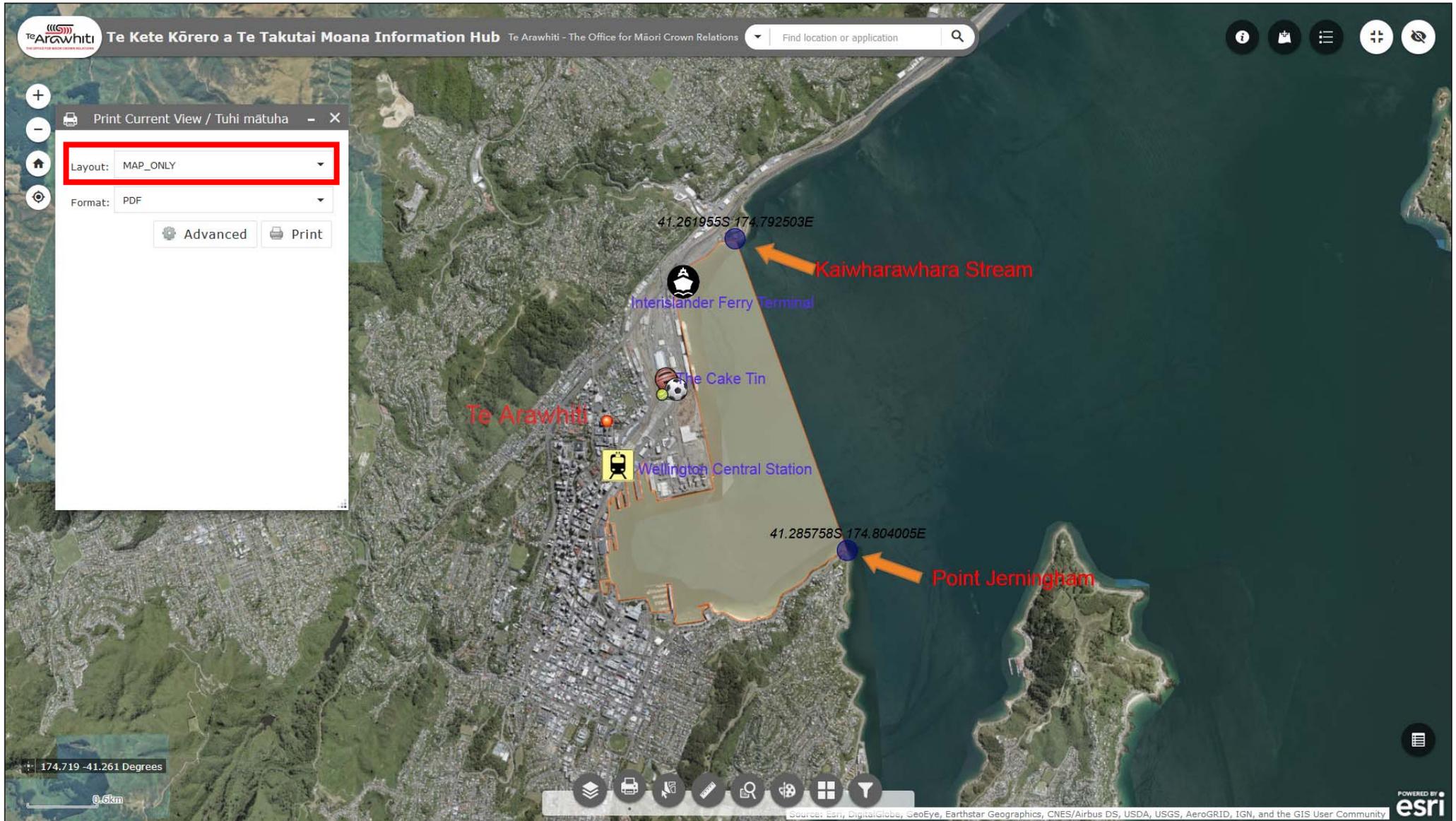
The Print function allows you to save a map.



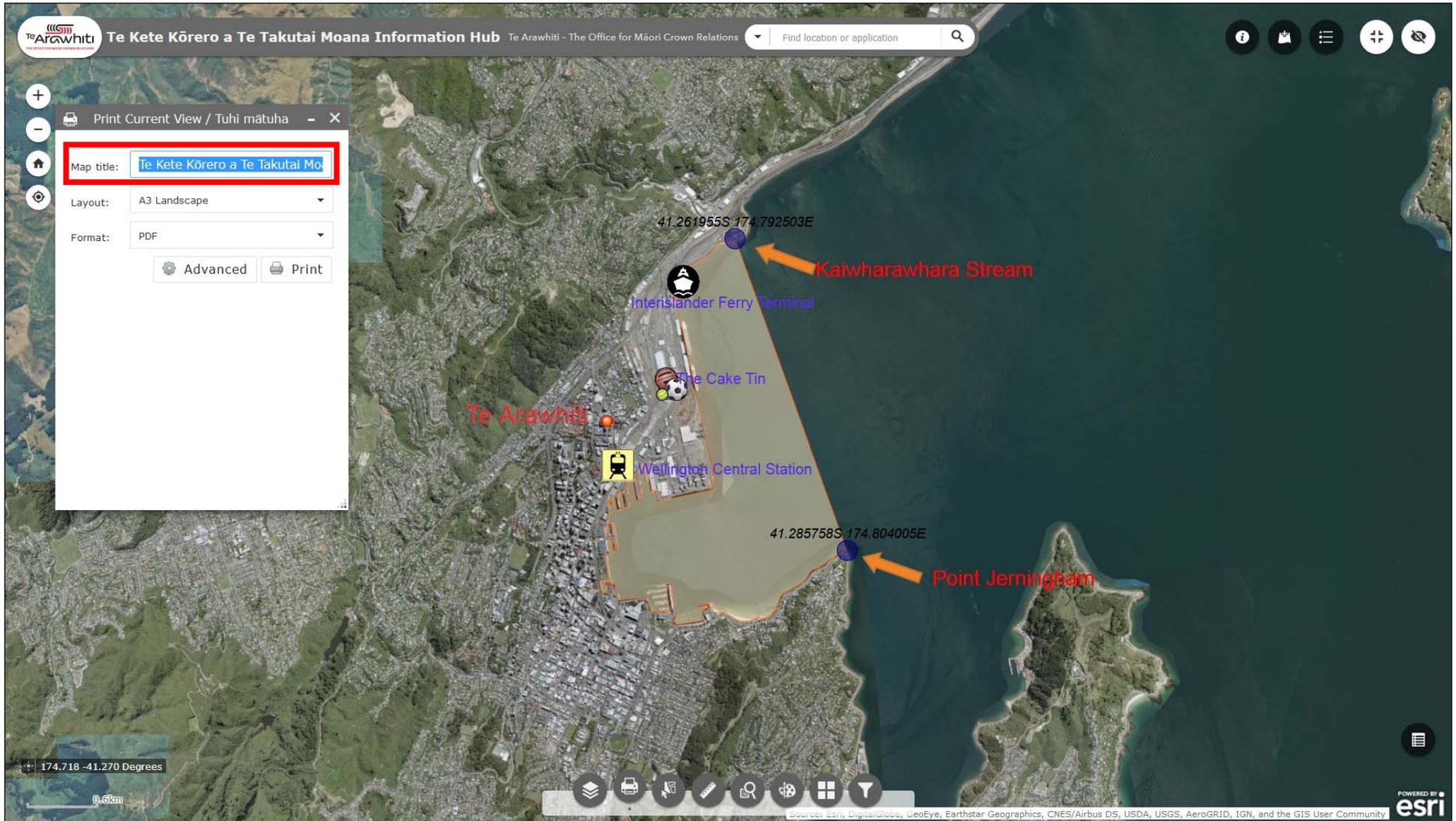
1. When you are ready to save your map open the Print Current View tool. It's second at the bottom.



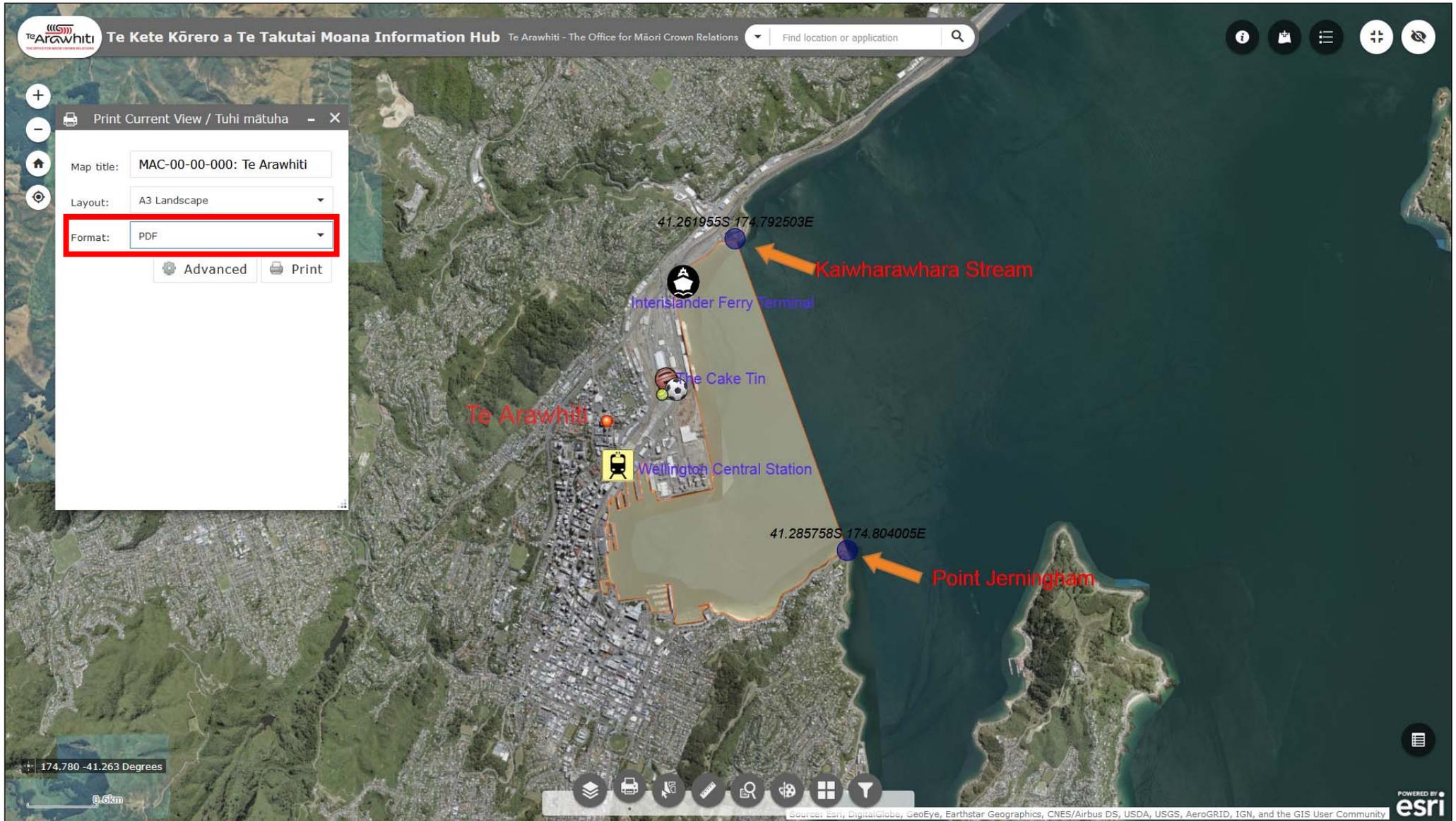
2. This opens the Print Current View window.



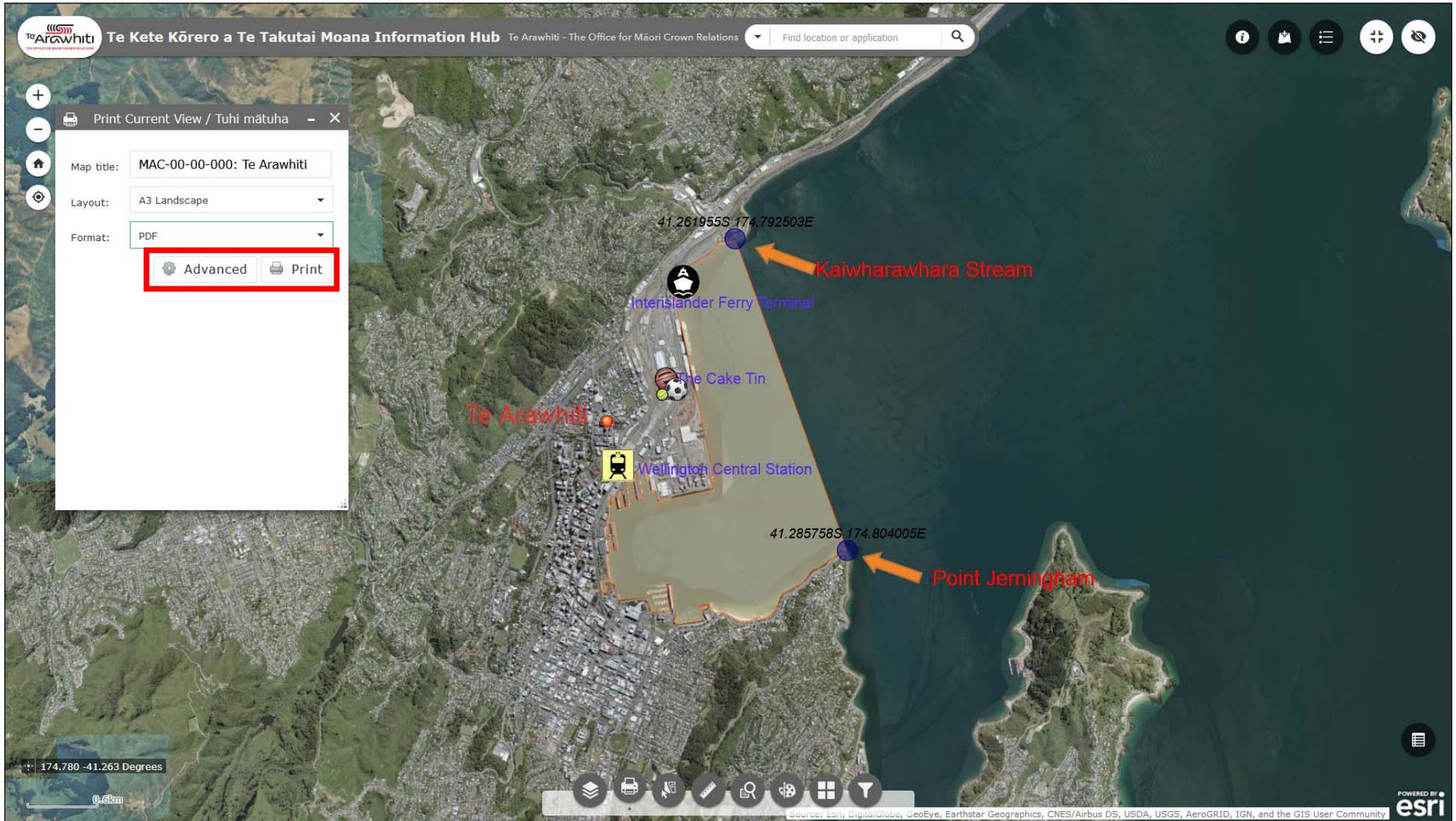
3. The 'layout' drop-down menu gives you a number of options regarding map size and format. By default 'MAP_ONLY' is selected. This option exports a file which contains only your current view, with no margins or legend. All other formats include margins and a legend.



4. If you select a layout other than 'MAP_ONLY' then you can change the title of your map.



5. The 'format' drop-down menu allows you to choose from a number of different file formats. PDF is selected by default.



6. If you want to print your map as it is now simply click 'print'. Otherwise you can select 'advanced' to open a menu allowing you to further refine your map (e.g. by changing the scale or the map's author). This is useful for tailoring your map for a specific purpose or audience.

Te Kete Kōrero a Te Takutai Moana Information Hub Te Arawhiti - The Office for Māori Crown Relations

Print Current View / Tuhi mātuha

Map title: MAC-00-00-000: Te Arawhiti

Layout: A3 Landscape

Format: PDF

Advanced Print

Map scale/extent:

Preserve: map scale map extent

Force scale: current

Output spatial reference WKID: 102100

WGS_1984_Web_Mercator_Auxiliary_Sp...

Labels: Show labels:

Layout metadata: Author: Kōrero Takutai

Copyright: The Office for Māori Crown

Include legend:

Scale bar unit: Miles

MAP_ONLY size: Width (px): 670 Height (px): 500

Print quality: DPI: 96

Feature attributes: Include attributes:

41.261955S 174.792503E

Kaiwharawhara Stream

Interislander Ferry Terminal

The Cake Tin

Te Arawhiti

Wellington Central Station

41.285758S 174.804005E

Point Jerningham

174.719 -41.248 Degrees

0.6km

POWERED BY esri

7. The first option on the 'advanced' menu allows you to alter the map scale and extent. Selecting 'map scale' will ensure that the exported map is at the same scale as your current view. Likewise selecting 'map extent' will ensure that the exported map covers the extent of your current view. You can also force it to use the scale of your current view.

The screenshot displays the 'Te Kete Kōrero a Te Takutai Moana Information Hub' interface. The main map shows Wellington, New Zealand, with a highlighted area around the harbor. Key locations are labeled: 'Kaiwharawhara Stream', 'Interislander Ferry Terminal', 'The Cake Tin', 'Wellington Central Station', and 'Point Jerningham'. The map includes coordinate markers: 41.261955S 174.792503E and 41.285758S 174.804005E. A print settings panel is overlaid on the left side of the map. The panel includes a 'Print Current View / Tuhi mātuha' button, a map title field (MAC-00-00-000: Te Arawhiti), a layout dropdown (A3 Landscape), and a format dropdown (PDF). The 'Layout metadata' section is highlighted with a red box and contains the following fields: Author (Kōrero Takutai), Copyright (The Office for Māori Crown Relations), and a scale bar unit dropdown (Miles). Other options include 'Map scale/extent' (Preserve map scale), 'Output spatial reference WKID' (102100), 'Labels' (Show labels checked), 'Include legend' (checked), 'MAP_ONLY size' (Width 670, Height 500), 'Print quality' (DPI 96), and 'Feature attributes' (Include attributes unchecked). The interface also features a search bar at the top right and a toolbar at the bottom.

8. The 'layout metadata' options allow you to change the author and copyright text, as well as the measurement units used in the scale bar. You can also toggle the legend on or off. Some of these options are unavailable if you choose the 'MAP_ONLY' layout.

Te Arawhiti Te Kete Kōrero a Te Takutai Moana Information Hub Te Arawhiti - The Office for Māori Crown Relations Find location or application

Print Current View / Tuhi mātuha

Map title: MAC-00-00-000: Te Arawhiti

Layout: A3 Landscape

Format: PDF

Advanced Print

Map scale/extent:

Preserve: map scale map extent

Force scale: current

Output spatial reference WKID : 102100

WGS_1984_Web_Mercator_Auxiliary_Sp...

Labels: Show labels:

Layout metadata: Author: Kōrero Takutai

Copyright: The Office for Māori Crown

Include legend:

Scale bar unit: Kilometers

MAP_ONLY size: Width (px): 670 Height (px): 500

Print quality: DPI: 96

Feature attributes: Include attributes:

41.261955S 174.792503E

Interislander Ferry Terminal

Kaiwharawhara Stream

The Cake Tin

Te Arawhiti

Wellington Central Station

41.285758S 174.804005E

Point Jerningham

174.718 -41.266 Degrees

0.6km

POWERED BY esri

9. You can choose whether to include a legend, and the scale bar unit.

The screenshot displays the 'Te Kete Kōrero a Te Takutai Moana Information Hub' interface. The main map shows Wellington, New Zealand, with a highlighted area around the harbor. Key locations are labeled: 'Kaiwharawhara Stream', 'Interislander Ferry Terminal', 'The Cake Tin', 'Wellington Central Station', and 'Point Jerningham'. The map includes coordinate markers: 41.261955S 174.792503E and 41.285758S 174.804005E. A print settings panel is overlaid on the left side of the map. The panel includes a 'Print Current View / Tuhi mātuha' window with options for 'Map title' (MAC-00-00-000: Te Arawhiti), 'Layout' (A3 Landscape), and 'Format' (PDF). Below these are 'Advanced' and 'Print' buttons. The 'Map scale/extent' section has 'Preserve' options for 'map scale' (selected) and 'map extent', and a 'Force scale' field set to 'current'. The 'Output spatial reference WKID' is set to 102100. The 'Labels' section has 'Show labels' checked. The 'Layout metadata' section includes 'Author' (Kōrero Takutai), 'Copyright' (The Office for Māori Crown Relations), and 'Include legend' checked. The 'Scale bar unit' is set to 'Kilometers'. The 'MAP_ONLY size' section, highlighted with a red box, has 'Width (px)' set to 670 and 'Height (px)' set to 500. The 'Print quality' section has 'DPI' set to 96. The 'Feature attributes' section has 'Include attributes' unchecked. The interface also features a search bar at the top right and various navigation icons at the bottom.

10. 'MAP_ONLY size' can be useful. Whereas the other layouts are of a fixed size, you can customise the size of a map exported using the 'MAP_ONLY' layout. Simply enter your desired size in pixels.

Te Arawhiti Te Kete Kōrero a Te Takutai Moana Information Hub Te Arawhiti - The Office for Māori Crown Relations

Print Current View / Tuhi mātuha

Map title: MAC-00-00-000: Te Arawhiti

Layout: A3 Landscape

Format: PDF

Advanced Print

Map scale/extent:

Preserve: map scale map extent

Force scale: 36,111.91 current

Output spatial reference WKID: 102100

WGS_1984_Web_Mercator_Auxiliary_Sp...

Labels: Show labels:

Layout metadata:

Author: Kōrero Takutai

Copyright: The Office for Māori Crown

Include legend:

Scale bar unit: Kilometers

MAP_ONLY size:

Width (px): 2,000

Height (px): 1,000

Print quality:

DPI: 300

Feature attributes: Include attributes:

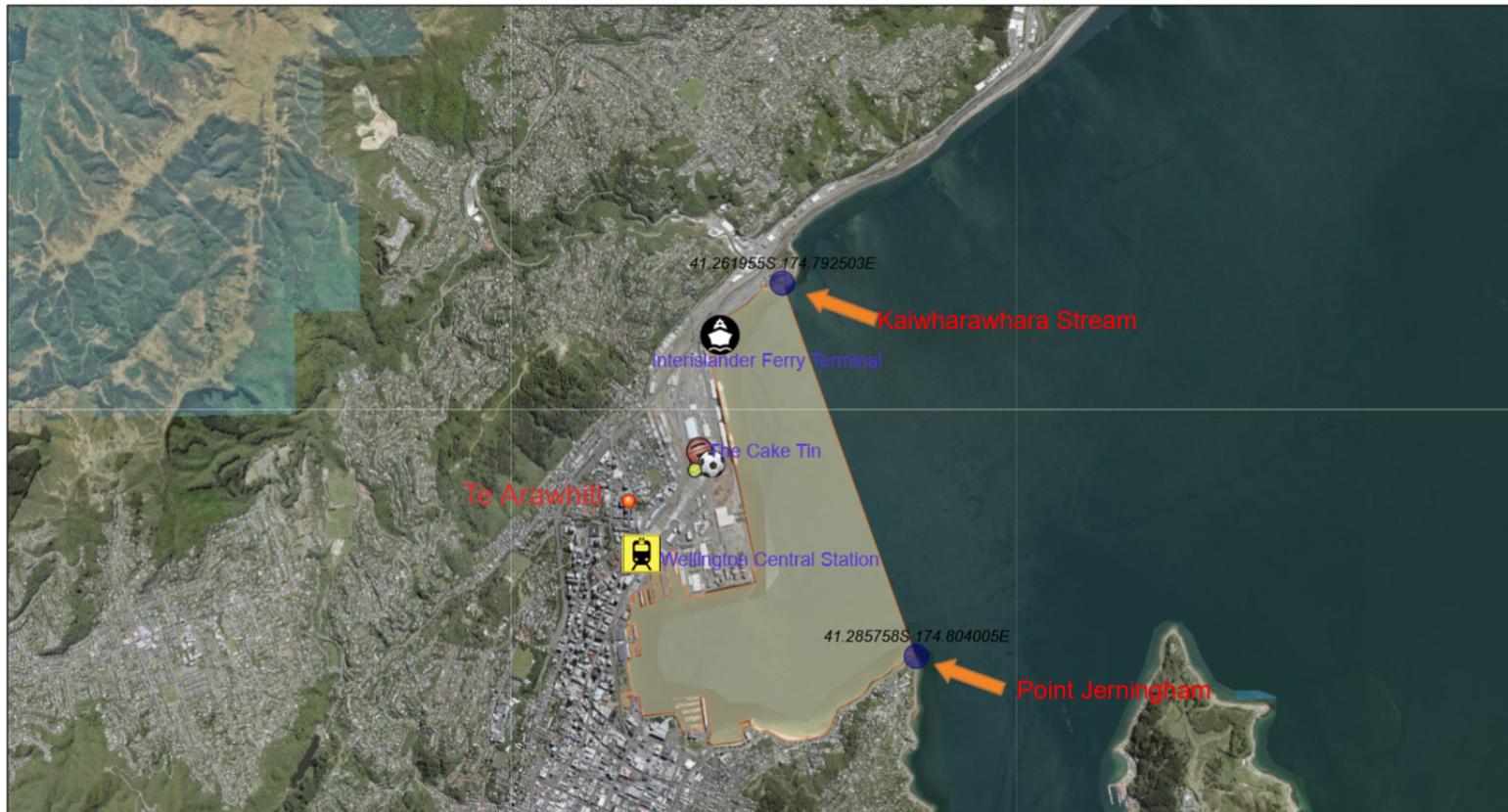
174.763 -41.264 Degrees

0.6km

POWERED BY esri

11. Print quality allows you to increase the resolution of the exported map by adding more dots per inch (DPI). Please be aware that when using the 'MAP_ONLY' layout increasing the DPI without increasing the MAP_ONLY size can result in very small maps. Please see the end of this document for a list of recommended size-to-DPI ratios.

MAC-00-00-000: Te Arawhiti



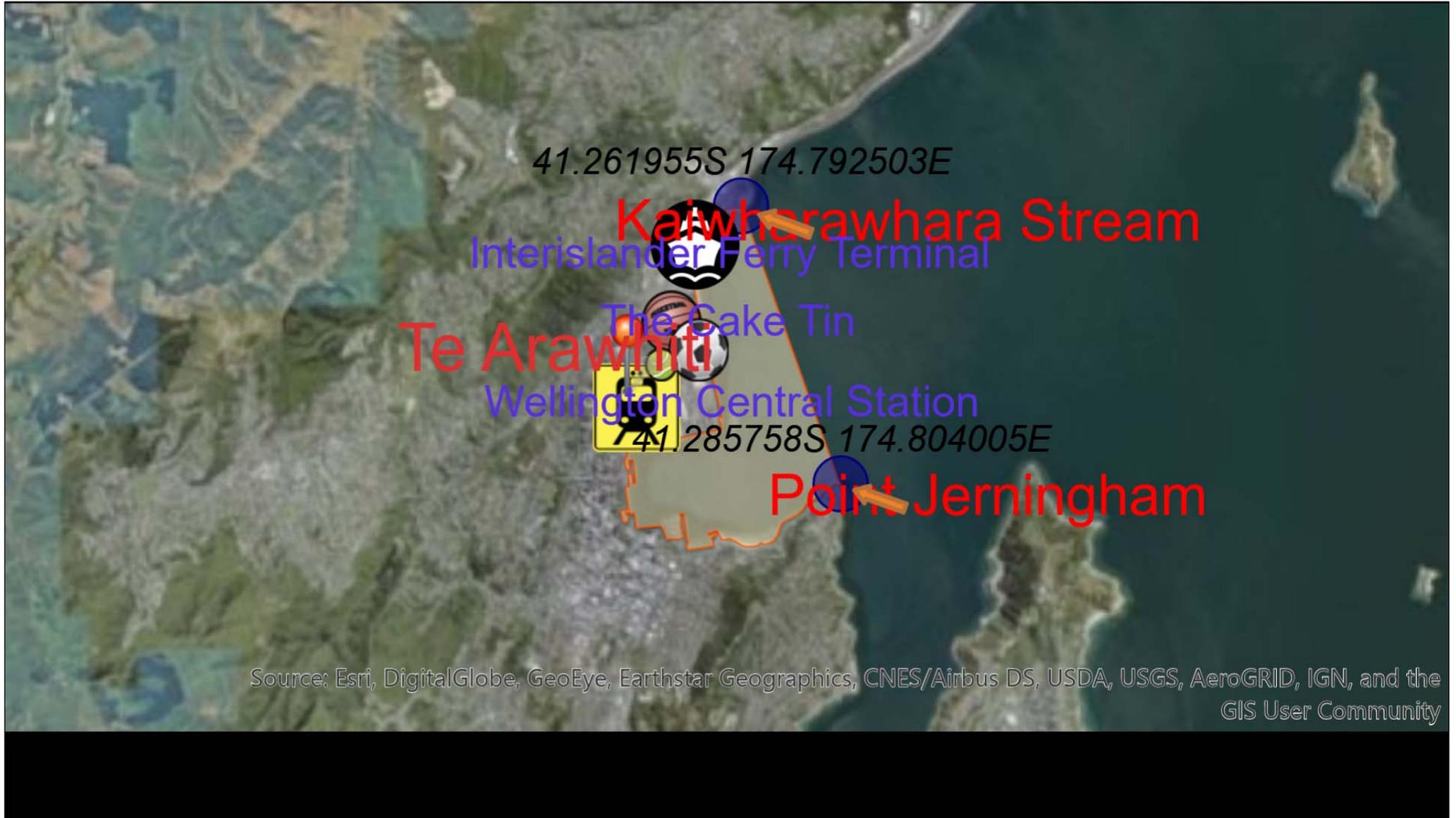
03/09/2020, 4:20:25 pm

1:36,112
0 0.33 0.65 1.3 mi
0 0.5 1 2 km

Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

Kōrero Takutai
The Office for Māori Crown Relations - Te Arawhiti © Crown Copyright 2019

11. You may find that the exported map does not exactly match the extent of your current Kōrero Takutai view. This is because the aspect ratio (the ratio between width and height) of most computer screens do not match the aspect ratio of most paper formats.



12. This means that Kōrero Takutai sometimes has to include more or less than your current view to ensure that the scale or extent is preserved. This can be more pronounced if you select the 'MAP_ONLY' layout. In the image Kōrero Takutai has tried to preserve the extent of the map, but because of DPI and MAP_ONLY size the end result is poor.

As mentioned above when using the 'MAP_ONLY' layout you can define the size and shape of your map, as well as its DPI. However if you increase the size of the map without increasing the DPI you may end up with a large but low-quality map. Likewise, if you increase the DPI without increasing the map size you may end up with a very small, but high-resolution map.

This is because the DPI is related to the number of pixels. If you increase the DPI you are essentially asking the exported map to use more pixels in the same space. So a map that's 1000 pixels wide with a DPI of 96 will be larger than the same size map with a DPI of 300.

Here is a guide to 'MAP_ONLY' size and DPI:

DPI	Size (WxH)
150	2000x1250
300	4000x2500
600	8000x5000