

QUICK GUIDE

Order Height Data

Steps to follow

- Complete the registration form & payment via the Latitude Mapping Portal homepage or if already registered -
- 2. Enter username & password at homepage
- 3. Enter postcode in Choose an Area field & click search
- 4. Choose your site centre from address list below the map window
- Select Map & Height Data for CAD/Vectorworks (top right), & one of the Height data options displayed (if map window is blank then data selected is not available for your area, national coverage provided with 5m height data).
- 6. Choose one of the pre-defined order options below the map window e.g. 4.0 Hectares (User-defined areas can be ordered in the same way as OS MasterMap vector dxf/dwg).
- If required, adjust the position of the yellow box by clicking the Move the Order area button & drag & drop the yellow box
- 8. When the yellow box is positioned as required check "Select to Order" to obtain a price & Add to Basket
- Click the Search tab & repeat as above if you want to order data for another site or Go to Basket to complete your order.
- 10. In the Basket choose either AutoCAD DWG or DXF from the Data format dropdown & give your order a reference in the field provided if required then click Submit
- II. Accept terms & conditions (for each map) & click "Pay Using WorldPay" or "Pay by Invoice" if you have a credit account
- 12. Following payment, return to the Latitude Mapping Portal
- 13. Click "My Account" (top right)
- 14. Select "Order History" from the menu displayed
- 15. Select "Click for Order Details" next to your order number
- 16. Click the blue download button & save your map file to your PC
- 17. Double click the zip file & open the DXF/DWG file

System tools / icons

Pan around the mapping -



Pan / Zoom in & Out -



Move the Order Area -





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