

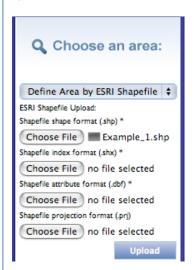
QUICK GUIDE

Order OS MasterMap vector – Upload Shapefile (CAD or GIS Data)

Steps to follow

- I. Complete the registration form & payment via the Latitude Mapping Portal homepage or if already registered -
- 2. Enter username & password at homepage
- 3. Click the dropdown arrow under Choose an area & select Define Area by ESRI Shapefile
- 4. Click browse & specify a file location in the .shp, .shx, .dbf & .prj fields & click Upload a pop up message "ESRI Shapefile successfully uploaded" is displayed, click OK.
- 5. Click the Site Centre button displayed below the map window.
- 6. For CAD Data Select Map & Height Data for CAD/Vector works (top right), & OS MasterMap vector from the product choice displayed & accept the view charge; or
- For GIS Data Select Map & Height Data for GIS & OS
 MasterMap vector for dwg/dxf output or OS MasterMap
 vector (GIS Multiple files) for Shapefile output & accept the
 view charge.
- 8. Select User Defined Area below the map window, tick the adjacent box in the Select to Order column to generate a price & then Add to Basket
- Click the Search tab & repeat as above if you want to order data for another site or click Go to Basket to complete your order.
- 10. In the Basket choose either AutoCAD DWG or DXF from the Data format dropdown (or ESRI Shapefile for multiple file GIS) & 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. Double click the zip file & open the Shapefile, DXF or DWG file.

System tools / icons





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