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| Spatial Temporal Activity Recorder (STAR) |

**How to find a project or activity using the ‘identify’ function in the map**

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| **Context:**  It is possible to find a project or activity via the map by using the map ‘identify’ function instead of navigating the program and project lists. | |
| From the main menu (blue bar at the top of the screen) select Map  The map will display. |  |
| The page will refresh with the map occupying most of the screen.  Click the ‘Open toolbar’ button located at the top right of the map, under the Search box. |  |
| The page will refresh, and the tool bar will be displayed at the top left of the screen below the main menu (blue bar).  There are three tabs of tools. The STAR tab has the Pan, Zoom, Print and Identify tools. |  |
| **TIP**: Zooming to the general location of the feature (e.g. Project) that you are looking for will reduce the number of ‘Search Results’ returned from using the Identify tool. Instructions below. | |
| To zoom to the general location of the feature (e.g. project) that you are looking for, either:   * Click the Zoom In button in the tools menu and click on the screen, or * Click the mouse on the map then scroll the mouse wheel.   To move the map around the screen so that you click the Pan button then move the mouse over the map and holding the right-hand mouse button down drag the map around the screen until your location is in the centre of the map. |  |
| Click the Rectangle Identify button in the tool bar  A message will appear at the bottom of the Map.  From near the feature of interest with the right mouse button depressed, drag a rectangle that includes the feature you are interested in. The area selected will be shaded |  |
| The left-hand panel will refresh with the Identify Results and the number of features included in the search.  All features within the rectangle will be displayed including Programs, Projects, Activities, Observations, Treatments and Structures. |  |
| The map will refresh, and the feature will be highlighted on the map. The left-hand panel will now display Hyperlinks to take you to the project and activities and attachments that belong to it. The hyperlinks are:   * Edit Project * Project Attachments * Zones List * Activities List   Attributes of the searched item are also displayed | |
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