Backup Parcel Viewer Instructions:

Document modified: 3/14/2016

Basic navigation:

Zooming: You have three options.

Use Your Mouse:
1. Point the mouse to the location on the map where you want to zoom in or out.
2. Roll the mouse wheel forward to zoom in, or backward to zoom out.
Use Google-styled + or – buttons:

1. Position the map so that the area of interest is in the center of the map window.
2. Locate the zoom in/out buttons on the upper left side of the map panel.

   ![Zoom In/Out Buttons]

3. Click on the plus sign to zoom in.

**Drawing a Rectangle (Zooming In To An Area ONLY!)**

1. Move the cursor to the edge of the area of interest.
2. Hold down the shift key on your keyboard.
3. While still holding down the Shift key, click on the left mouse button and hold, and drag the mouse to draw a rectangle around the area of interest.

   ![Drawing a Rectangle]

4. Release the mouse button to zoom in.

**Pan:**

You can move around the map by:

1. Move the mouse cursor into the map panel.
2. Click the left mouse button and hold.
3. Move the mouse.

**Identify:**

If you want more information about a parcel:

1. Once you see the feature you are interested in, click on it.
2. The feature should be highlighted, and the information will be displayed in a parcel info box.
3. If you want to see more information about the parcel, you can click on the links to the Assessors page, as well as the Parcel Summary Page for that parcel.

**NOTE:** the links to the Assessor's Page and the Parcel Summary Page will open up new pages or tabs. The Parcel Summary Page and Assessor's Page contain links to the Old GeoData Viewer. If you need to go back to your map in the Basic Parcel Viewer, to do some more research on another property, you will need to open the Browser Window.
**Tools** *(located on the upper right-hand side of the screen)*:

![Parcel Viewer](image)

Open or Close a Tool:
- **To Open A Tool**: Click on the icon for the tool you want to use. The tool will open a dialog box.
- **To Close a Tool**: Click on icon for the tool again. The dialog box will close.

**Search Tool**:

Click on the Search tool ![Search Tool](image) to bring up a search menu:

In the white box that says: 2000 Lakeridge start typing the parcel number or address that you want to locate.

Possible matches in the Thurston County Parcel Data will appear below.
To select a parcel you can either
a. Finish typing your address/parcel number and click Enter on your keyboard
b. Click on one of the matches listed below the white box

The map will zoom to that parcel, select it and a parcel info box will open with information about the parcel.

To close the search tool dialog box, click on the search tool.

**Alternative Method:**
If you know where the parcel is located. Click on the parcel and it will open up a parcel info box for that parcel.
Locate Tool:

The locate tool, will find your location on the map if you are outside using a tablet or laptop. It will find your general location if you are inside a building.

WARNING: GeoData cannot verify the accuracy of this tool.

Base Maps:

Base Map Switcher tool allows you to change the background image of your map.

NOTE: these base maps are from an outside data source.
Sharing Tool:

Share tool gives you options of sharing this map with others.
Print Tool:

Print Tool lets you print a map of the area you are zoomed in to.

You can add a Title and Author to the printed map. You also can choose whether you want the map to be in landscape view or portrait view.
When your print options are correct, click the print icon and it will create a pdf of your map (this may take some time).

The print dialog window will close. After the site creates the PDF (may take some time) a white page icon will appear to the right of the Print Tool, indicating that your pdf is now ready to open.

Click the white page icon and a new window will open with your PDF, which you can print.
NOTICE

We are in the process of constructing a website using new technology and are trying to repair the old as well, but the problems we are experiencing cannot be resolved by our office alone. The new site is up to a year away. Because of this we added this site as we want our customers to have access to our data to every degree possible.

This site is designed strictly for looking at Thurston County Parcels. We will not be adding other data, tools or functionality to this site.

We hope this is helpful and we appreciate your patience and understanding as we work through this transition from old to new.

Sincerely,

Thurston GeoData Center