

Information Services

Digimap Roam

Digimap Roam can be used to view and print maps of any location in Great Britain using pre-defined scales of Ordnance Survey (OS) map data. Digimap also offers a number of other mapping services including Digimap Carto and Digimap Download. Carto can be used to combine data from different datasets and select your own map scale. Digimap Download is available for downloading map data for manipulation with CAD or GIS software. A guide to using the MasterMap element of this service is available from the Library or at <http://www.cf.ac.uk/insrv/resources/guides/database/but031.pdf>.

Getting Started

New user registration

Before using Digimap for the first time you will need to complete an online registration form. Follow the **Logging in** instructions below and you will be automatically directed to the form. You will be notified by email when your registration has been processed. Please allow up to two working days.

Logging in

Load an Internet browser (Internet Explorer, FireFox).

Go to Cardiff Portal at <http://portal.cf.ac.uk>. Click on the **Library** menu and select **Databases**. Click on the letter **D** in the A-Z and then **Digimap**. At the Digimap home page, choose **Ordnance Survey Collection**.

Digimap can also be used off-campus.

Retrieving a map

On the Ordnance Survey Collection home page, choose **Roam**.


Click on **Search** on the left-hand sidebar then enter a place name, postcode or grid reference and click on **Find**. If more than one place name matches your search, click on the correct place to load the map.

Map views

Your map will draw in one of Digimap ROAM's 12 pre-set views which correspond to different Ordnance Survey map scales. Views range from the smallest scale **Great Britain View** to the largest scale **Plan View** which displays maps at a scale of 1:1250. Full information on map views and their scales is available via the **Help** in Digimap Roam.

The view the map is currently displaying is stated above the map on the top left. To find out the scale and map extent, click on **Map Information** in the left sidebar.


You can adjust the scale and view of the map by clicking on the plus or minus symbol on the scale bar on the map.

To view the map across the full screen, click on  next to the **Task Menu** category in the left sidebar. This will collapse the left sidebar. To restore it, click on the arrow button again.

Adjusting the location of your map

To adjust the location of your map:

- use the **plus** and **minus** buttons on the slider scale bar on the map to zoom in and out, or use the scroll wheel on your mouse.
- click and drag the map in the direction you want to view


- use the  buttons on the map to pan up, down, left and right
- hold down shift on your keyboard and click and drag your mouse, to mark out a zone to zoom into
- double click on an area to zoom into it
- click on **Search** in the left sidebar to look for a different map.


If you have made adjustments to your map, you can use the next and previous map arrows, located above the map, to move forwards and backwards through the maps you've viewed.

Excluding map features

In five of the map views (Metropolitan, District, City, Detailed and Plan) it is possible to exclude particular features e.g. buildings, roads. Click on **Map Content Control** in the left sidebar. To exclude a feature, click in the box to remove the tick and your map will automatically re-draw without the feature showing.

Saving and printing your map

To save your map within Digimap Roam, click on **My Maps** in the left sidebar. Then click on  **Save current map**. Enter a title for your map in the map title box (maximum 30 characters long) and click on **OK**.

You can store up to 200 maps. You can re-order your map list by clicking on the **Title**, **View** and **Date** headings. If you wish to delete one, click in the tick box next to the map and choose  **Delete selected**.

To save the map to a local drive or print it in PDF, either click on the print icon above the map or on **Print** in the left sidebar. If you wish, you can then enter a title which will appear on your map print out. Select the orientation and paper size you require. Click on **Generate Print File**. After a few moments, you will be notified that your PDF document is ready. Click on **OK**.

To save the PDF of your map to a local drive, click on **Save**. To print out the map, click on **Open**. Adobe Reader will load automatically. Click on the print icon on the toolbar.

Copyright

It is important that you understand the copyright restrictions on the use of Digimap data and maps. For complete details, see http://edina.ed.ac.uk/digimap/faq_copyright.shtml.

In particular please note that all graphic outputs (on screen or on paper) produced from OS data must carry the following acknowledgement:

© **Crown Copyright/database right 20(yy). An Ordnance Survey/EDINA supplied service.**

Help

For further database specific information or help, click on **Hints & Tips** in the right sidebar or on **Help**.

Leaving the database

To exit Digimap, click on **Log-Out**.

For further advice or assistance contact the Bute Library

Tel: 029 2087 4611

Email: buteliby@cardiff.ac.uk

This guide is available in alternative formats.

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