

USER GUIDANCE APPLICATION MAP



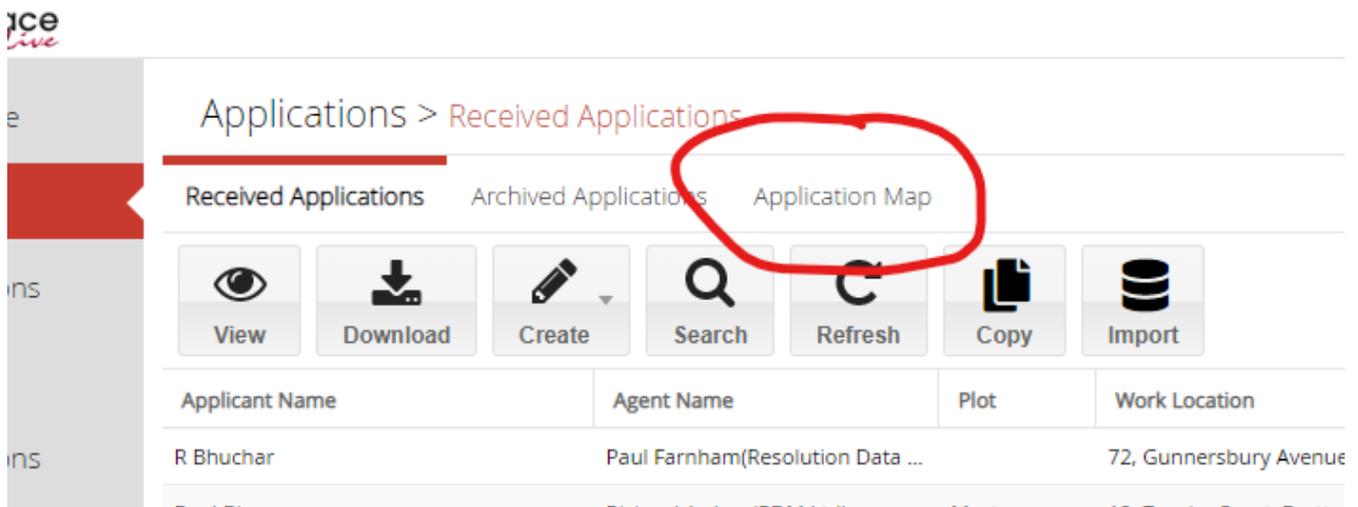
Date: Q1 2021 – helpdesk@resolutiondm.com

Overview

As part of the last update, DataSpaceLive received the benefit of an Application/Project map. This allows for application/project sites to be plotted on a map. Those sites can be filtered to allow you to see applications/project that match most selection criteria.

The Application Map Tab

The tab is visible while looking at the main application tab, in the Tab line of “Received Applications\Archived Applications\Application Map”



The screenshot shows the DataSpaceLive interface. The breadcrumb navigation is "Applications > Received Applications". Below this, there are three tabs: "Received Applications", "Archived Applications", and "Application Map". The "Application Map" tab is circled in red. Below the tabs is a toolbar with icons for View, Download, Create, Search, Refresh, Copy, and Import. Below the toolbar is a table with columns: Applicant Name, Agent Name, Plot, and Work Location. The first row of data shows Applicant Name: R Bhuchar, Agent Name: Paul Farnham(Resolution Data ...), Plot: 72, Gunnersbury Avenue.

Applicant Name	Agent Name	Plot	Work Location
R Bhuchar	Paul Farnham(Resolution Data ...	72, Gunnersbury Avenue	

Once you have selected this tab, you will see the last 200 applications submitted in a mapped graphical view. (200 is the default to prevent unnecessary time to load)

Application Map Tab

Note:

If you do not generally use DataSpaceLive on a daily basis, the mapped sites may not be shown. This is because the mapped location is only created when an application is viewed from the “Received Applications” screen. Once an application has been viewed its location will be plotted. If the location is incorrect, use the “Details” tab and “Location” display to update the location in this case.

Filtering and extending the plotted sites

On the left-hand side of the map there are a number of filters that can be applied to make sure your desired sites are plotted. The filters can be used in conjunction with each other to provide a useful list. For example you may want all applications in a certain town (General search) that are assigned to you, that have a status of processing. The “Date Range” works on the “Date Created or Submitted”. Remember it will plot the first 200 sites, if you need a greater number change the “Number of Applications to show” at the bottom of the filters list. Once you are happy with your selection, use the “Search” button in the toolbar.



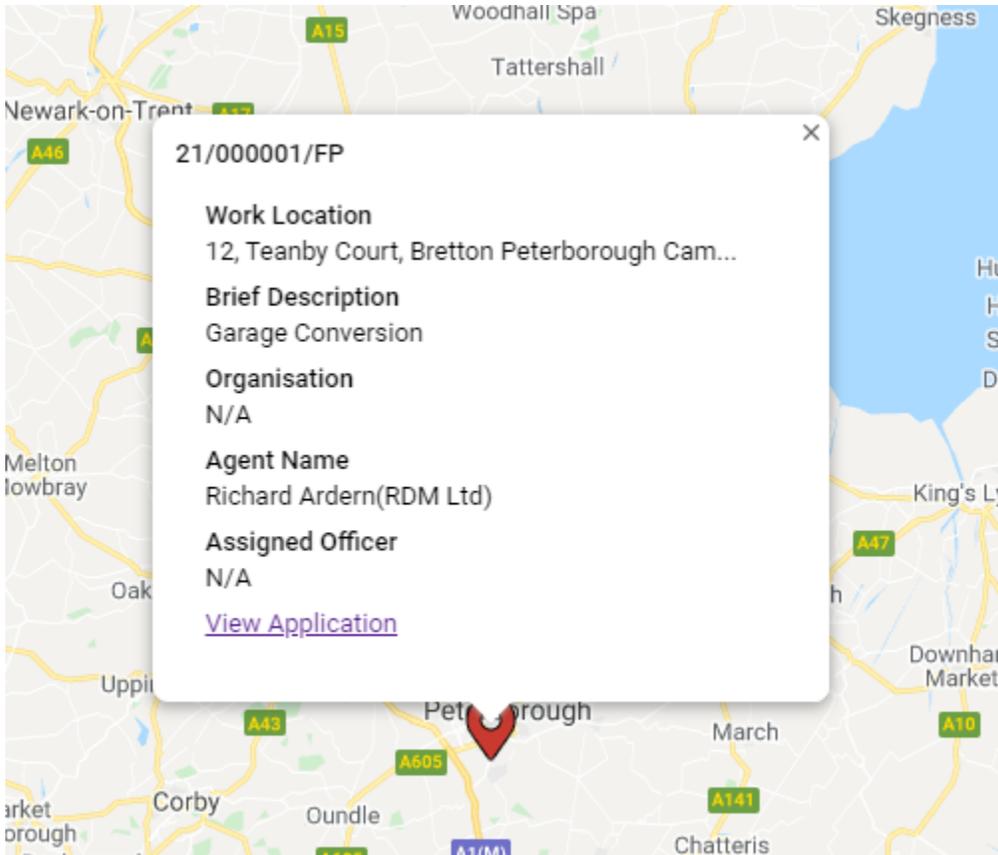
The 2 other tools in the toolbar are as follows.

CSV Export, the filtered list can be exported as a CSV (text) file.

The **X** tool clears the filters.

Accessing application details from the Application Map.

In order to access the application/site details, click on the pin on the map, this will bring up an information dialogue as follows.



It contains the overview information for that site. If a back office ID is set then that will be shown, if not then the DataSpaceLive (SAP) id will be shown.

If you want to view the application itself, click the “View Application” link at the bottom, and the application/project will be opened in a tab in the usual way.