



Using Icons Tutorial for TUMONZ 5

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An Overview of Icons

Icons are essentially a 'vehicle' for containing a great deal of quite varied information relevant to a location on the map. The information includes: Coordinates, Icon name, a selectable Icon image, Text and links to Images (e.g. your photos) and other files (e.g. a spreadsheet or word document). You can also use Icons to mark a location and the map will 'jump-to' when the Icon is 'double-clicked' in the My Data page (conversely the My Data page will open appropriately when the Icon is selected on the map). GPS data can be imported as GPX files and saved as Icons. Additionally, if you have coordinates for a location (e.g. from a GPS or read from a hardcopy map) you can 'send' your Icons to that location.

Using Icons

Using Icons is a very straightforward skill. There are essentially 3 parts to the process: (1) adding/selecting an Icon, (2) moving an Icon & (3) viewing/editing Icon content.

After adding an Icon you will need to move it to a location on the map (unless of course it is already in the correct location) and set its properties and content in the 'Properties Panel in the bottom of the My Data page. Adding an Icon or selecting it in the My Data tree puts you in Edit mode ready for action. In brief:



Adding/selecting an Icon

- **Add an Icon** either directly from the Draw/'Add Icon' menu OR from within the My Data page. If you are adding an Icon from within the My Data page, select a Layer node (OR add a Folder, add a Layer, select the Layer node) and the 'Add Icon' button now becomes available to add the Icon.
- **Select an existing Icon.** You may select an existing Icon directly on the map OR from within the My Data page Icon tree. To select an Icon on the map you will need to be in the (default) 'Select' mode. Just left click the Icon with the Ctrl keyboard key down and choose the 'Edit~' menu option. This will put the Icon in edit state and open the correct reference in the Icon tree in the My Data page. Alternatively, find the Icon in the Icon tree in the My Data page and double-clicking it with left mouse will cause the map to 'jump-to' location suitably zoomed in.



Move your Icon to location

When you 'Add an Icon', the Icon will be added to the centre of the displayed map. If you have just added an Icon (OR left clicked an existing Icon on the map in Select mode and chosen

Edit, OR double-clicked an Icon in the My Data tree), you will be in 'edit' mode (i.e. draw mode) and can move your Icon. You may need to zoom or pan to see enough detail to position your Icon to your satisfaction. Hold the Ctrl keyboard key down and with left mouse down (and the cursor within the icon shaded boundary), drag your Icon to location and release the left mouse button. (Note. If you are having problems check that the 'Draw' button is selected in the of the Sidebar.) You may also move your Icon to specific coordinates – see below.



Viewing/Adding/Changing Icon Properties and content

You will need to have either an Icon or a Layer selected in the icon tree in the My Data page to access the relevant fields and properties. Here is a list of what you can do;

- **Change name** of an Icon, Layer, or Folder. Left click any node to select it and wait a second or so and click it a second time to enter the edit name state (OR select the Icon and press the F2 key). Type in the name and press the Enter key (OR select any other node OR select the node button beside the name). (Note: when you add an Icon, you are already in 'edit name state'.)
- **Hide/show** by clicking the tick box (available at the Folder and Layer level).
- **Change colour** of the Icon **text** and **outline** by clicking along the colour spectrum OR access the conventional colour settings panel by clicking the button to the left of the colour spectrum field. (Whether a Layer OR Icon is selected, this action will change the colour property for all Icons in the Layer.)
- **Change Icon image**. Click the 'Change Icon' button and scroll through the icons and double click your selected Icon Image (OR left click once and press Enter). Icons within a Layer can have individual images.
- **Change the on-map Icon label**. Use the "Label:~" button to choose the Icon name displayed on the map (Layer name (applied to all Icons in the Layer); Icon location (i.e. individual Icon coordinates); Icon text (i.e. name of individual Icons).
- **Show Level**. You can show/Hide your Icon at set zoom levels. (Whether a Layer OR Icon is selected this will change this property for all Icons in the Layer.)
- **Send you Icon to coordinates**. Use the **Function** Button and **Pinpoint** to enter the coordinates where you want your Icon to appear (only available at the individual Icon node level). (Set the coordinate type under the Quick Options on the Main Sidebar page.)
- **Enter Text**. Use the Tabs at the bottom of the Sidebar. "Notes" allows you to enter text (and view text) by typing directly into the panel (i.e. the blank panel replaces the Properties fields). The "Notes" tab is available when either a Layer OR an Icon is

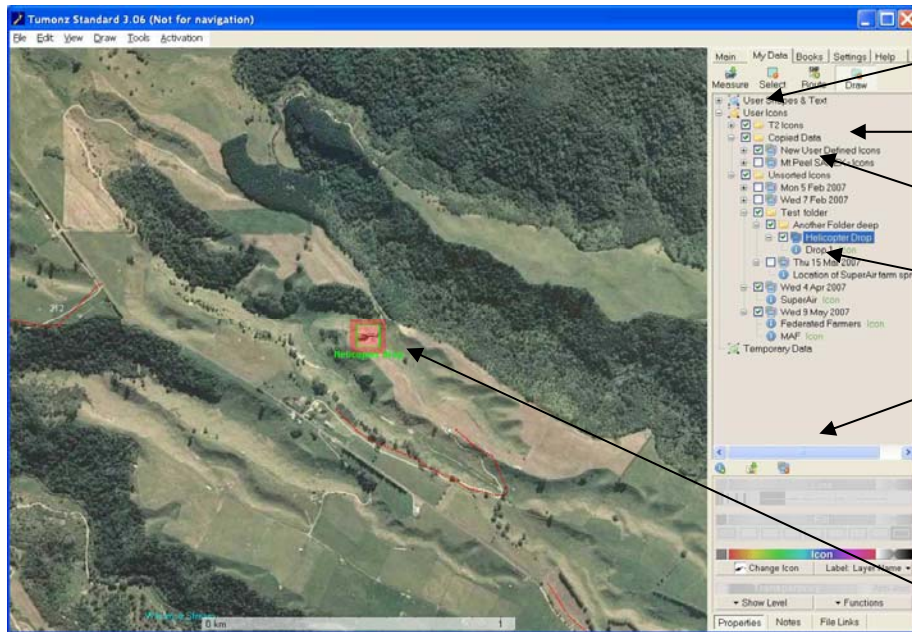
selected, however "Notes" are recorded at the Layer level, so there will only be one set per Layer.

- **Link to images and files.** Use the "File Links" Tab at the bottom of the Sidebar. Right mouse click into the panel in the bottom of the sidebar and select "Add". You will then be able to browse your computer and add a file link. You may add as many links as you wish within a Layer e.g. my photos. Just double click the linked file within the 'File Links' panel to open your default application. This will open the file. "File Links" are recorded at the Layer level, so there will only be one set per Layer.

- **Copy/Paste.** You may copy/paste Folders, Layers & Icons using the buttons at the top of the properties panel. The availability of buttons will indicate what actions are allowed.

- **Export/Import to GPX.** When a Layer is selected, buttons are available in the top of the Properties Panel to Export/Import the layer content to a GPX file. (GPX files Upload/Download to/from your handheld GPS via a GPS Manager.)

Tumonz screen with My Data page selected & an Icon in edit mode



Rootnode

Folder

Layer

Icons

Properties Panel

Tabs for: Properties, Notes & Files

Icon selected & in edit mode

Buttons –depends on what you have selected in the tree

How are my Icons Organised within the My Data page?

The My Data page in TUMONZ contains all your map and Icon data. Your data is split into 2 types; 1) Shapes & Text, and 2) Icons. Each has a Root Node and a similar tree structure under each Root node. The purpose of the 'tree' is to contain your objects in an intuitively named Folder structure so that you can readily browse and locate your own data. Any Folder has display (i.e. show/hide tick box) controls so that you can contain a great deal of information in TUMONZ but only display essential information on the map. The fundamental principal of the tree is this; an object (your map objects & Icons) sits within a 'Layer' which controls most display properties, and a Layer sits within a Folder.

From top down, the Tree structure is:

The Main OR Root Node (a single node for each of; 'User Shapes & Text' and 'Icons').

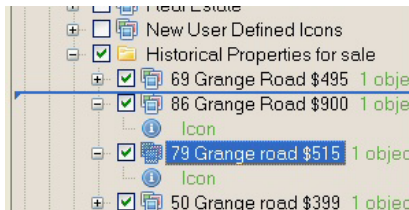
+ **Folders** (there may be as many Folders as you like and as deep as you like; Folders have show/hide control).

+ **Layer** nodes (the Layer node contains one or more Icons and the Layer sets some relevant display properties of all Icons contained in the Layer. The properties that are set & stored at the Layer level are: Show/Hide, border & text colour, and the Text notes and File links. Layers also have show/hide zoom level control.

+ **Icons**. Icons are located in 'Layer nodes'. Icons have a spatial position on the map; can have a name, and a selectable image.

Moving Folders, Layers and Icons within the tree

It will be important to move items within the tree so that Folders are arranged sensibly (and as deep as you wish), Layers sit within the correct Folders, and Icons belong to the appropriate Layers to set their on map display. To move Folders into Folders, Layers into Folders, and Icons into Layers simply left clicking them and with left mouse down drag and release on the appropriate node. (If the action is not allowed a small circle with diagonal line will tell you it is not allowed.) You may shift items to exact location within the tree rather than simply 'dropping' them on another node. Do this by dragging the item as before but move the cursor within the sidebar but slightly to the left or right of the vertical alignment of the nodes within the tree. A blue line will let you know where it will be positioned when released.

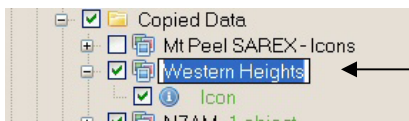


Blue line indicates where the selected item will be positioned.

Naming Folders, Layers and Icons

This is a case of 'good house-keeping'. You should take the time to name your Folders, Layers and Icons. Although you can always find & select Icons on the map (unless they are 'hidden' or 'Show level is set' to conceal them) it is much easier to browse through a clearly named Folder structure and double click a Layer node or an Icon to select it and have the map 'jump-to' location.

You can name OR edit the name of a Folder, Layer or Icon. To edit the name, click the item's blue 'name area' once to select it and again about a second later to enter 'edit name mode' OR select the node and press the **F2** Key. When you have overwritten the name and want to apply it, it is easiest to just hit the **Enter** keyboard key (OR select any other node OR select the node button beside the name).



Edit name mode

Exporting/Importing Icon Folders and Layers

TUMONZ 5 Icons can be exported and imported at the Folder level. Select a Folder and small buttons will become available at the top of the 'Properties panel'; one for exporting and another for importing.



Export & Import folder buttons

To export, select a Folder and click the Export button. A window will appear to allow you to enter a name and a location to save the file to (the file has an extension .tzif). To import, add and select the new Folder and click the Import button. Browse and select your target file (with extension .tzif). The Export/Import allows you to swap data sets between TUMONZ users and also provides a handy backup facility.

Note: If you select a Layer node you will notice another Import button. This button allows you to import an Icon file from an older version of TUMONZ.

Loading different Icon Images and adding a personal Icon Image

The Icon Images file provides the selectable Icons displayed when you add a new Icon or select an existing Icon. They are distributed in a file (TumonzUserIcons.bmp). You can make a copy of this file (externally to TUMONZ) with a unique name (then select it and modify it) or modify the default distributed file within TUMONZ; in which case you will be prompted to select another 'save as' name. Icon Image files are specific to the Map Style. The distributed map styles all load the default TumonzUserIcons.bmp set. However you can select any Icon images file and save it within your Map Style. Here is how:

Load a Map Style. Go to the Settings page and browse and select this node; Current Map Layers/General Render Layers/New User Icon Layer. With 'New User Icon Layer' selected a button becomes available below the tree ('Change map layer properties'). This button opens a window allowing you to browse and select an Icon Images File and/or modify a file by adding your own image (Add button). When you add an image it will be automatically thinned to 32*32 pixels. If you are modifying the distributed TumonzUserIcons.bmp file (without specifying a path), you will be prompted to choose another save as name.

Check list of the Navigation actions and general Commands

Navigation: for example browsing the map remains the same throughout the interface. Left mouse down and forward/back and release to dynamic zoom, OR left and right mouse clicks to zoom in/out. Pan by right mouse down and dragging and releasing.

With the Ctrl Keyboard key down, it is left mouse for action and right mouse for option. I.e. with the Ctrl key down you will find selectable menu options on the right mouse and action items on the left mouse (e.g. "Edit Icon Layer").

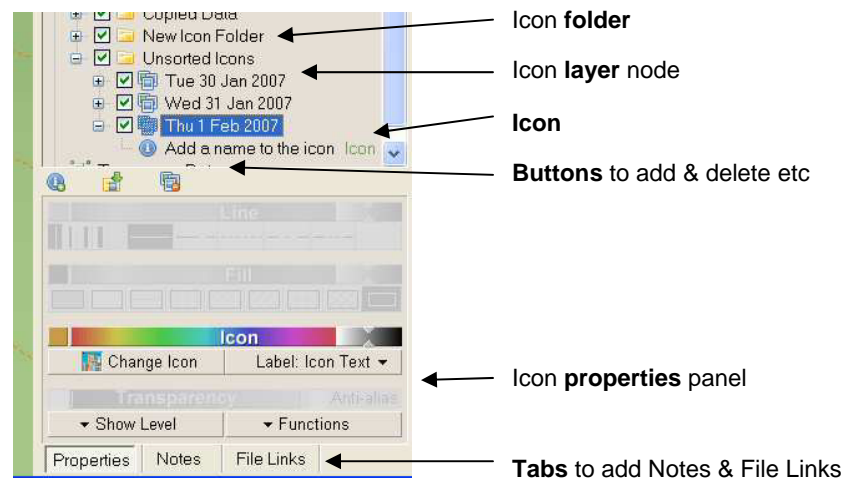
Moving Icons and Selecting Icons on the Map can be enabled with the Ctrl key down. I.e. toggle in and out of navigation with the Ctrl key.

My Data Page is where your personal map data is contained within the tree structure on the My Data page. When you have any node selected within this tree, appropriate actions become available via buttons below the tree on the top of the Properties panel and via the property settings fields within the Properties panel. You can left click and drag items within the tree structure to make appropriate arrangements of Folders, Layers and Icons.

Add Folders, Layers and Icons to manage and build your map. Select a node and use the available buttons at the top of the Properties panel in the My Data sidebar page. As an alternative, there is a **Draw** menu allowing you to add Icons, objects and predefined shapes easily without going to the My Data page.

Use the Select and Draw buttons: (Top of Sidebar) Select is the default state and the Esc Keyboard key will also return you to Select mode. Choosing a Layer or Icon node within the My Data tree will immediately put you in Draw (Edit) mode ready to start edit actions.

Make a copy of your Icon data file: Your Icon data is saved to the Tumonz.ui file located in your Documents & Settings folder (or equivalent). (Typically; C:\Documents and Settings\Account name\Application Data\Vision Software\Tumonz). (Map objects are saved to the Tumonz.ume file).



Backup Tool. See the **File/Backups** menu to create automated and requested backups and restore from Backup. The interface will allow you to configure a backup of files including your Icon files and restore from Backup.

Autosave. (Under the Settings Page Settings/' Advanced Settings' /Autosave you can configure the time interval that TUMONZ will automatically write your new Icon detail to file.

Viewing other Users Map Objects and Icons

You may load (to view or copy) other users 'Shapes & Text' and Icons. Select the 'Linked My Data' node near the bottom of the My Data page tree. Two buttons become available below the tree in the top of the properties window. You may add multiple links. The button "Add linked user map file" links to a Tumonz.ume file (shapes & Text) while the "Add linked user icon file" button links to a Tumonz.ui file (Icons). (Note; your own personal ~.ume and ~.ui files are saved typically to this location or equivalent - C:\Documents and Settings\User Name\Application Data\Vision Software\Tumonz). When a file is linked you can control its display properties and copy it to your data but your changes are not saved at the source e.g. a networked computer. When you copy linked data to your own My Data tree, changes are saved. A button is available to delete links. Links are temporary and stopping/starting TUMONZ will lose the link.

If you would like further material included in this tutorial then email us at support@mtsl.co.nz. Further tutorials will be made available. Check out developments at www.tumonz.co.nz