

# MapshareEditor\_PAM – Public Land Roads and Crossings

The Public Access interactive map service provides a common place for all DELWP staff and the victorian public to view Public Land closures of Roads and Crossings within DELWP management

The map is available from the DELWP website, and the same information is available to view in the MapshareVic and VicMatters mapping applications and provides both a visual of where the closures are located, but also key information which is often asked for.

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# Getting started

**Important Note** : The Production data will be displayed as **Red**

all images have **PINK** coloured Road and Crossing closures. This indicates Development Data, sandbox data for testing only.

## Getting Access

### 1. ArcGIS Enterprise Account Required

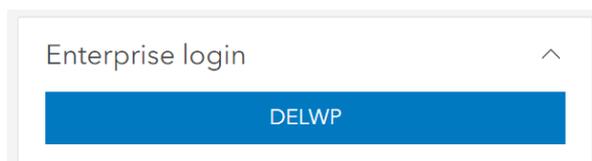
An ArcGIS Enterprise account and sign in for DELWP staff is required, and then for Editing PAM members need to belong to the MSE-PAM group

### 2. Open the MapshareEditing\_PAM editing application

It is recommended to use a Chrome Browser and open the following link

[https://mapshare.vic.gov.au/mapshareeditor/Index.html?viewer=MapshareEditor\\_PAM.MSE](https://mapshare.vic.gov.au/mapshareeditor/Index.html?viewer=MapshareEditor_PAM.MSE)

### 3. Sign in with the DELWP button when required



### 4 The application should be set up as default for the editing PAM Road Closures.

### 5 Use the Custom search bar to zoom to the area you want to make your edits



### 6. 'Tick on' the editable layer required to display on the map and therefore enable editing.

either 'Tick on'

#### Roads

both the **Roads-Currently Closed -Full (Editable)** and **Roads-Currently Open (Editable)**

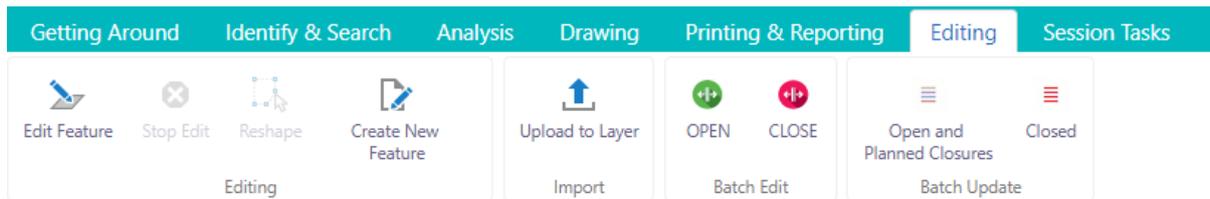
Or

## Crossings

both the **Crossing-Currently Closed - Full (Editable)** and **Crossing-Currently Open (Editable)**

7. Select the **Editing** tab for options or just click on the feature to edit

Editing tab



## Basics

For General help

<https://www2.delwp.vic.gov.au/maps/maps-and-services/interactive-maps/mapshare-help>

Refer the MapShareVic Help pdf and the Basics Heading for components of the Map ...

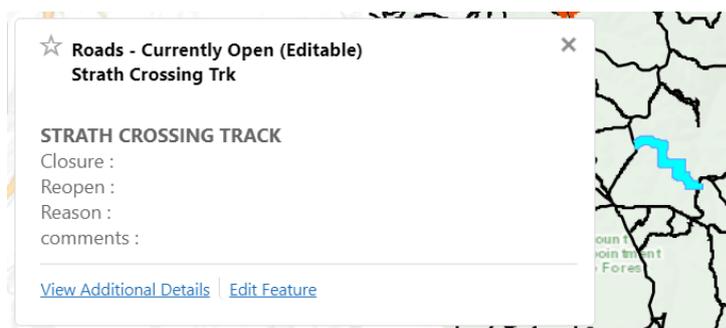
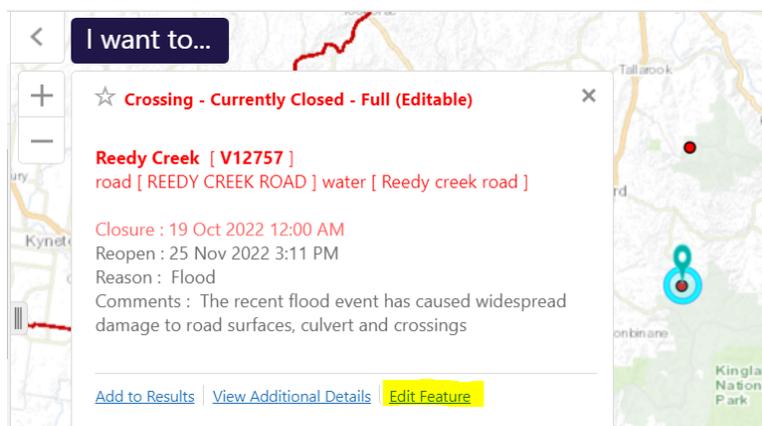
[https://www2.delwp.vic.gov.au/\\_\\_data/assets/pdf\\_file/0027/426528/MapShareVicHelp.pdf](https://www2.delwp.vic.gov.au/__data/assets/pdf_file/0027/426528/MapShareVicHelp.pdf)

## Select a Map object

### MapTips

Just click on the Map to show the MapTips

MapTip popup



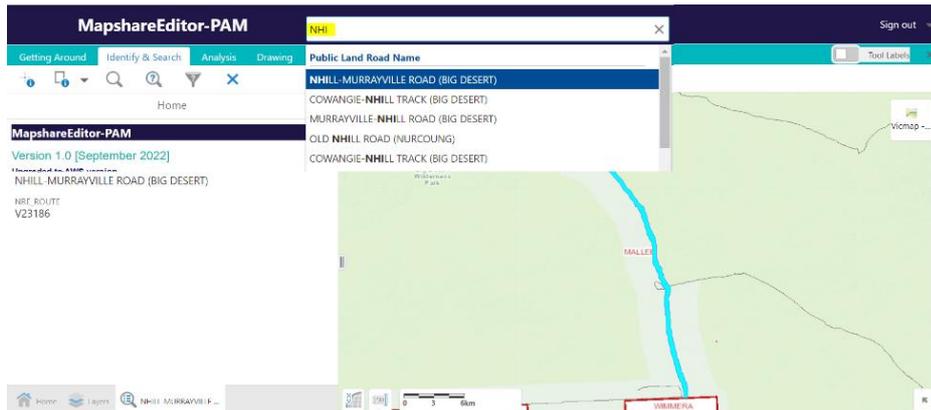
## To find a Road or Crossing

The Global Search box allows you to search for Road Names/localities/features on the map and can be used in 2 ways,

1. immediate suggestion drop down box and zoom to the selection
2. click of the enter button the results will be displayed, from the entered value in a Results Panel View for further selection.

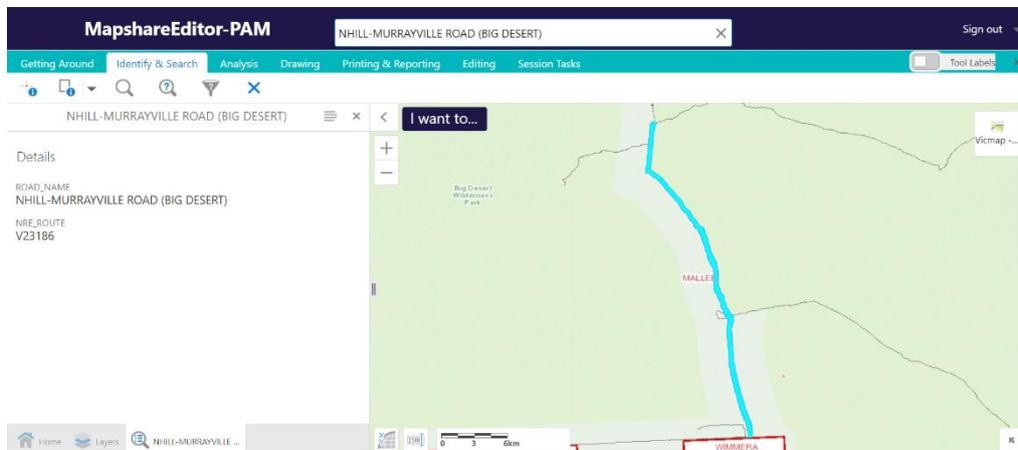
### 1. Custom Search

Enter the first few letters of the road name or locality, and a drop down box will appear.



\*hint : be patient

After selecting a Road, it will highlight this in blue and zoom to the area



To remove any selections highlighted in blue

Select **Identify & Search**, then the **Clear Selection** tool button



Or

Click the cross at the top right of the results panel



## To find feature information

There are several ways to find out information on the map, 1 is the Map Tip, 2 Right Click options menu, Find data on the map and 3. The identify tool

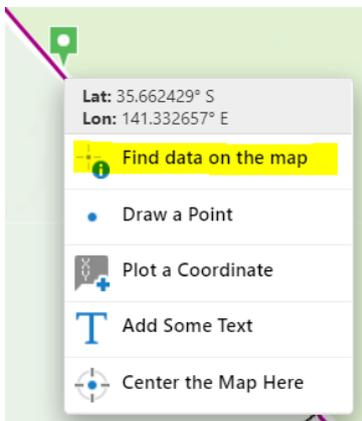
### 1. Use Map Tip

Just use your cursor to click on the map where the feature is and a pop up will appear

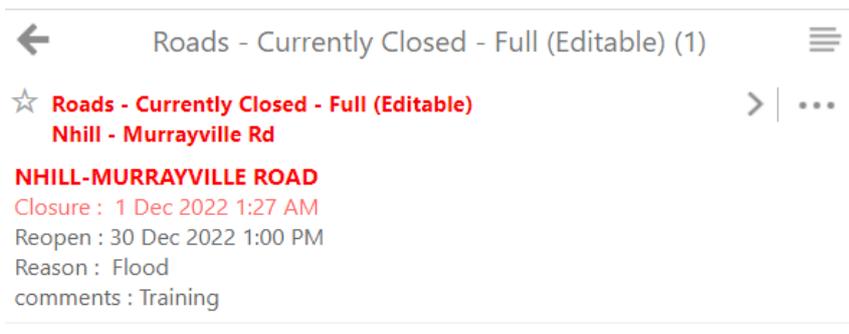


### 2. Find data on the map

Right click on the map where the feature is and select **Find data on the map** option

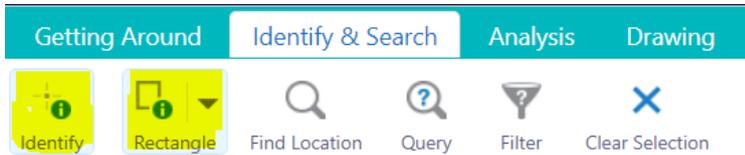


Information will appear on the left panel

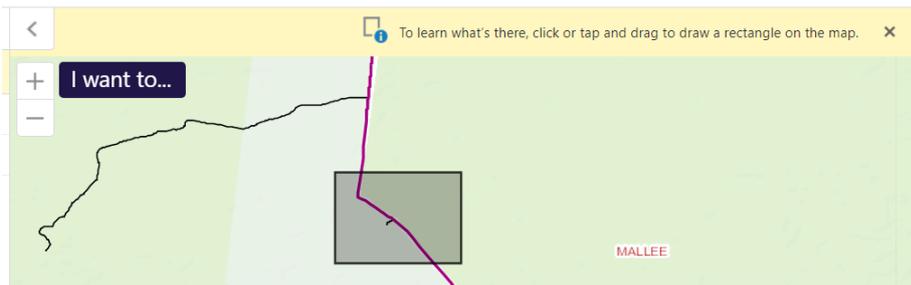


### 3. Identify Tool

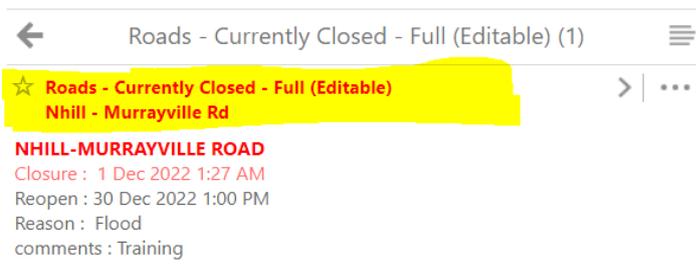
1. To select an object from the map, click on the **Identify & Search** tab then select **Identify** tool



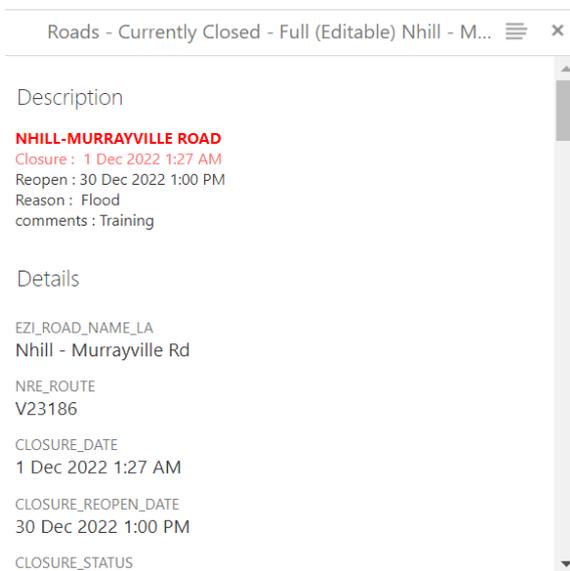
2. Use the cursor to create a rectangle over the object or objects required



Information will appear on the left panel



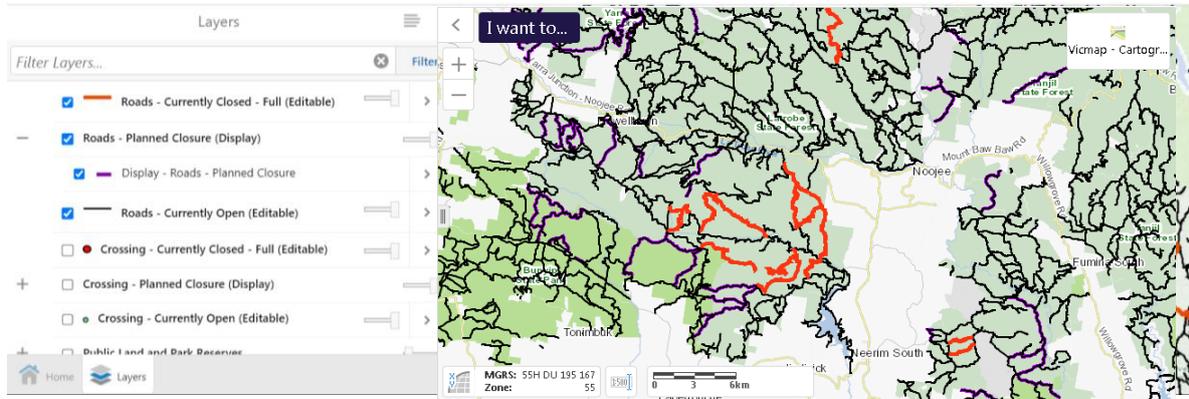
To see more information about the feature select the record ( top of panel where star is )



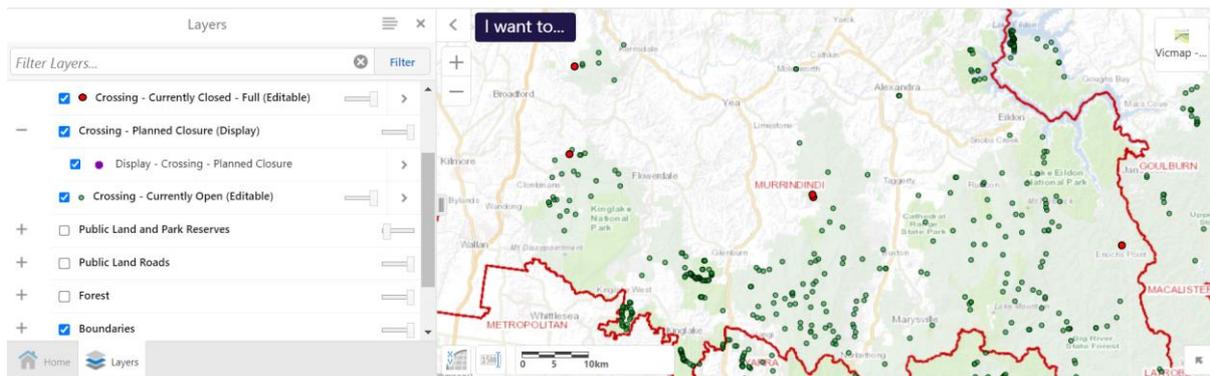
## Data

### Production Data

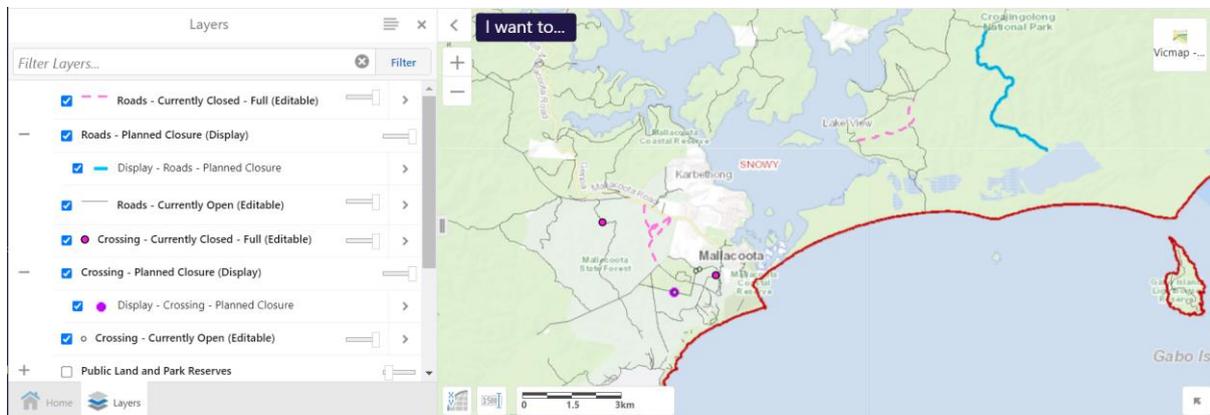
#### Roads



#### Crossings



### Development Data example, sandbox data used to UAT application ( Pink Colours )



## Values Definition

The following Values are required to be entered when editing the data

Closure Date :

Reopen Date :

Closure Reason :

Comments :

### CLOSE values

**Close date** has to be before **today's date** to appear as closed in data

**Open date** has to be after **today's date** to appear as closed in data

### OPEN values

**Close date** has to be before **today's date** to appear as Open in data,

*I have been entering the 1<sup>st</sup> day of the current month ?*

**Open date** has to be before **today's date** to appear as Open in data

*I have been entering the 2<sup>st</sup> day of the current month ?*

### PLANNED CLOSURES values

**Close date** has to be after **today's date** to appear as a planned closure in data

**Open date** has to be after **today's date and the Close date** as a planned closure in data

This is a display layer only ... ( They are in the **Roads – Currently Open (Editable)** layer for editing as they are technically open on the day of editing )

So because this Layer is technically an **Open** road on the day of editing, to change the date on this data, you have to select **CLOSE**

**No Change** – indicates this Value will not be changed from current Value

# The best way to Open or Close a Road

2 steps required and then confirmation

1. Enter the Road Name (or opt out) and closure values
2. Capture the extent of the road closure from intersection of map features
3. Confirm the editing

## Use Road Name and Map Selection

Select the **Close** toolbar button  or the **Open** toolbar button 

### Step 1. Enter the Dates and Information

Enter the Road Name (or opt out) and closure values required data in the Form that appears.

Select the Road Name in the drop down box, by typing NHI and then selecting **NHILL-MURRAYVILLE ROAD**

or Copy and paste Road Name into text box eg. **NHILL-MURRAYVILLE ROAD**

In the following example assume today's date [ **2 December** ]

#### Example of CLOSURE values –

**Closure date – yesterday before today's date**  
( no user input required as default is yesterday )

**Reopen date [ 31 December ] after today's date**

#### Example of PLANNED CLOSURES values

**Closure date [ 18 December ] after today's date**

**Reopen date [ 25 December ] after today's date**

1. Enter the Dates and Information ... ✕

Select Road from the map only  
 Use Road Name and map area

Enter the Road Name in 1 of the 2 options below

NHILL-MURRAYVILLE ROAD

OR

Enter values below and then OK button  
Capture the extent of road closure from the map next popup

Reason: Flood

Comments: Comments as required or can be blank

Select the required **Open** date

Open: 31 December

and optional to enter a planned closure date

Close: 1 December

OK Cancel

Closure Values example

1. Enter the Dates and Information ... ✕

Select Road from the map only  
 Use Road Name and map area

Enter the Road Name in 1 of the 2 options below

NHILL-MURRAYVILLE ROAD

OR

Enter values below and then OK button  
Capture the extent of road closure from the map next popup

Reason: Maintenance

Comments: Comments as required or can be blank

Select the required **Open** date

Open: 25 December

and optional to enter a planned closure date

Close: 18 December

OK Cancel

Planned Closure Example

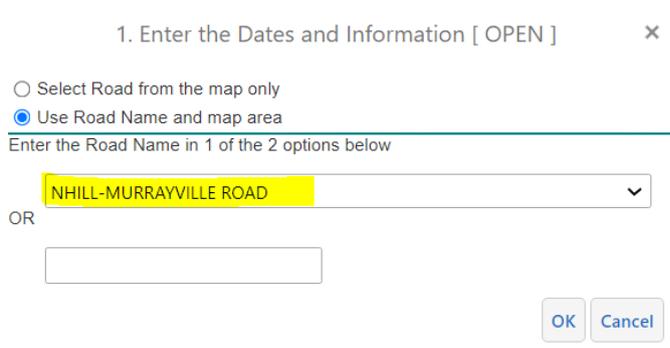
Select **OK** button

**Note : Planned Closures Layer** is a display layer only – The features exist to edit in the **Roads – Currently Open (Editable)** layer as they are technically open on the day of editing )

### Example of OPEN values – [ Just select the Road to be Opened ]

*This will appear Open immediately in the Editor Site*

*and this data will be replicated overnight so it will appear Open in Public view the next day*



Select **OK** button

**Note : Both Closed and Reopen date have been automatically updated to the date of editing**

### Step 2. Define the Map Area

Capture the extent of the road closure from intersection of map features

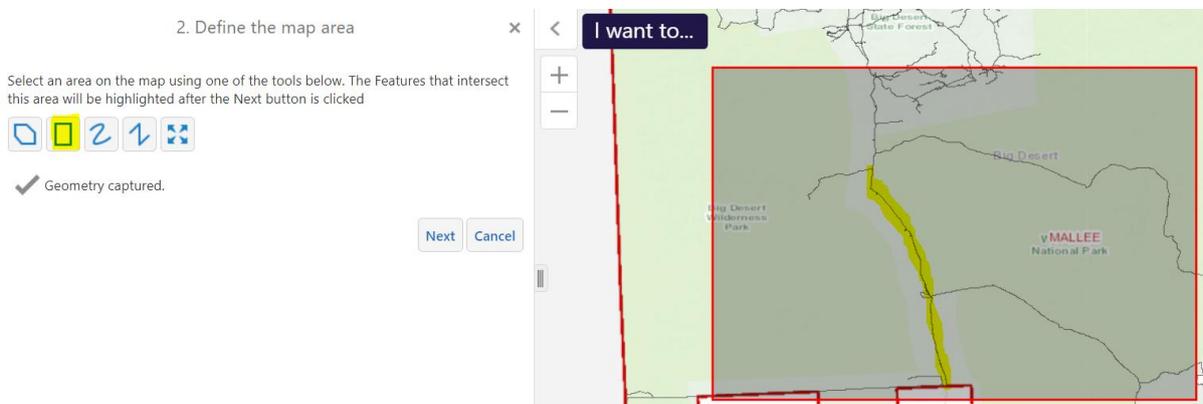
The example eg. **NHILL-MURRAYVILLE ROAD** has [ 20 ] segments

All of this road can be closed or just part of it, depending on the extent that you capture

#### Capturing the whole road

Simply capture the map area of the road feature is using 2 points

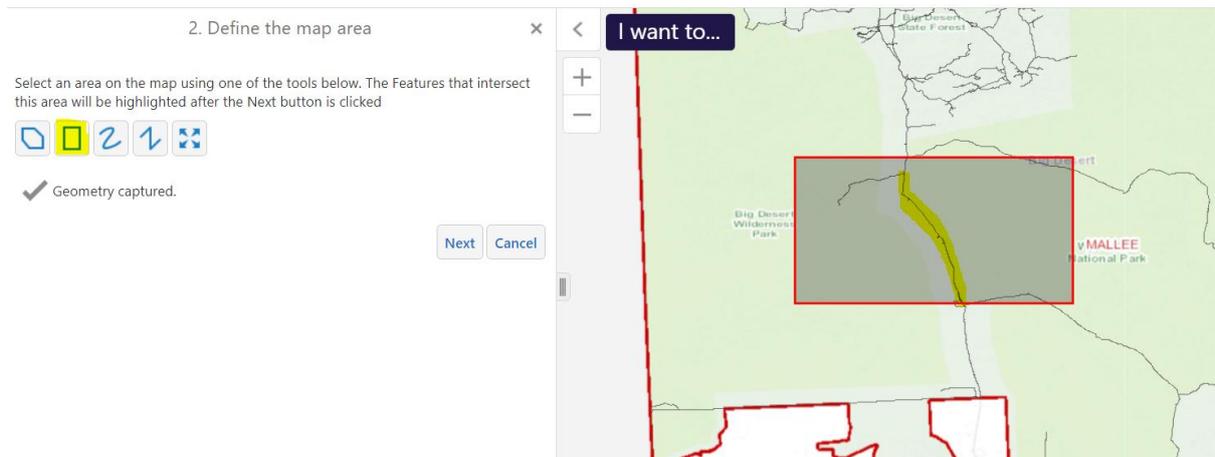
*highlighted road below shows the whole selected road to be updated*



*Note : ignore all other road data, since the road name has been entered in the previous step 1*

## Capturing Part of the Road

*highlighted road below shows part of the selected road to be updated*



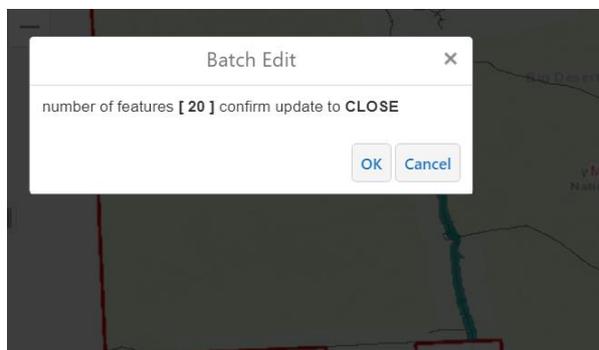
Select **Next** Button

Check the **number** of features is reasonable

and

the **Highlighted Road** is correct

before selecting **OK** button



example is for the whole road

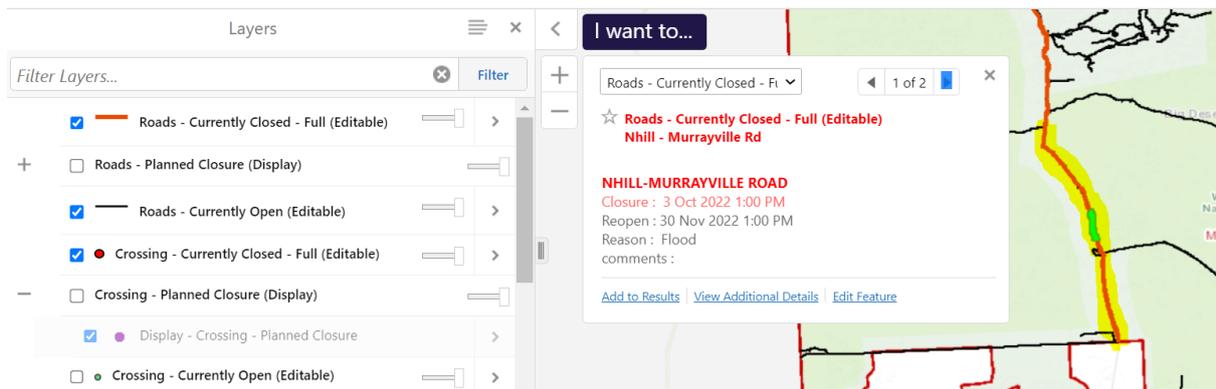
of **NHILL-MURRAYVILLE ROAD**

Wait....

Initially it will look like data has disappeared or not changed, but just **Pan, Zoom or refresh view**

**Updated Data appears only** after Pan refreshes the view, or an Identify ....

Example is an actual Closure



Check the Values by using the Identify and Search tab, **Identify** if required or just use the **Map Tip**

# Batch Editing

## How to Close a Road or Crossing

### Capture selected features from the Map



On the **Editing** tab, select the **Close** toolbar button

#### Step 1. Enter the Dates and Information

Select the option to

**Close date** has to be before **today's date** to appear as closed

**Open Date** has to be after **today's date** to appear as closed

Example below uses 2 December as today's date

Roads Form

Crossing Form

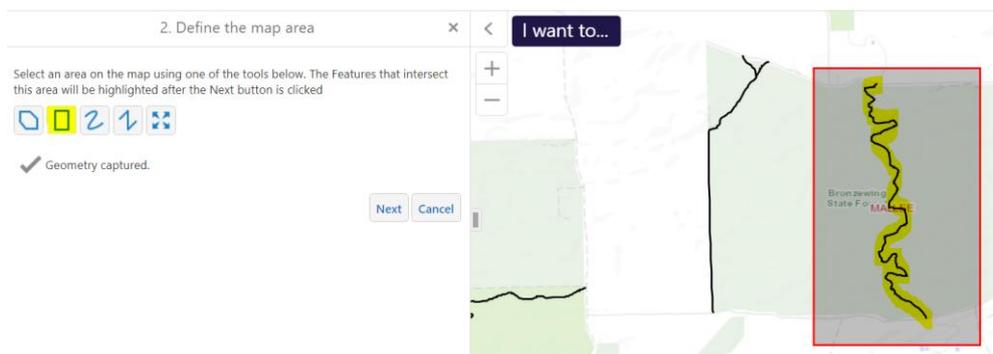
Select **OK** button

#### Step 2. Define the map area

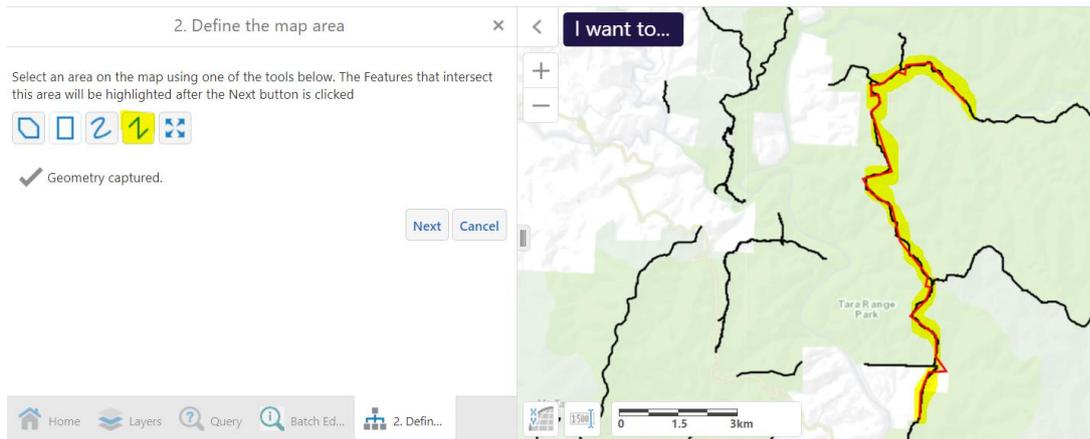
Select the one Road/Crossing or Many Roads to be closed on the map

Using the **Polyline, Polygon or Rectangle** would work well for **Roads**

Rectangle example



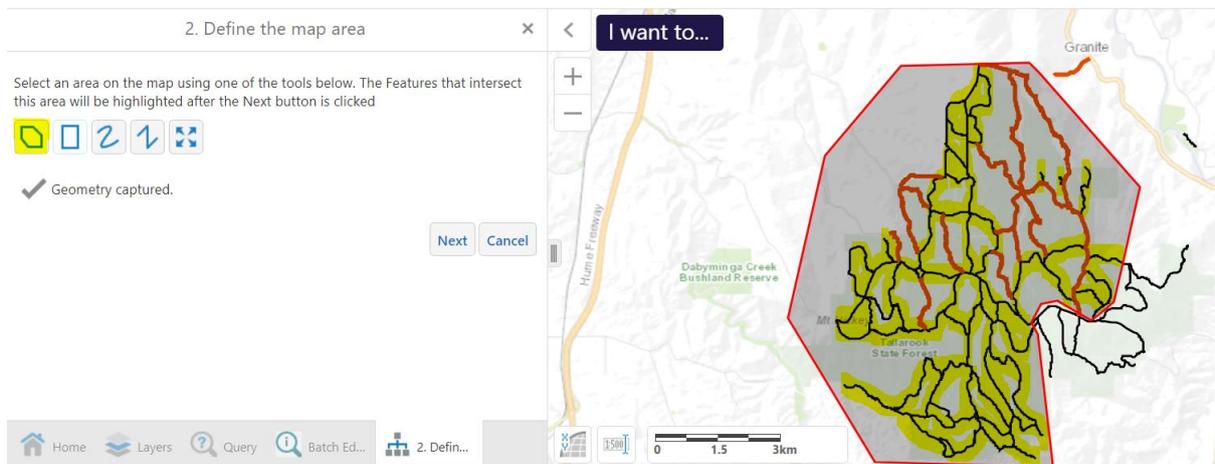
## Polyline example



## Polygon Example

In extreme situations whole areas may require road closures

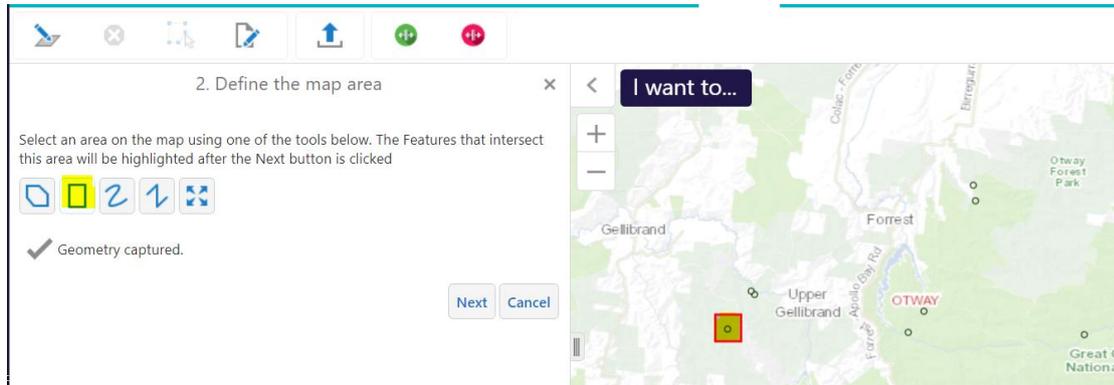
Note: The roads already closed within this polygon will not be effected, as closures only apply to open roads. All the highlighted roads will appear closed with the dates and information entered in step 1.



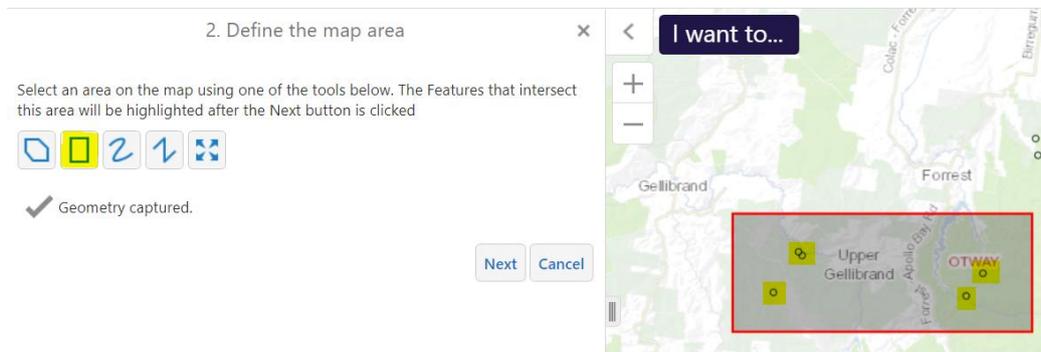
A warning may appear as the number of features being modified maybe large, just be aware of this and if a resonable number of features is selected then continue

The **Rectangle** would work well for **Crossings**

### 1 crossing



### or multiple crossings

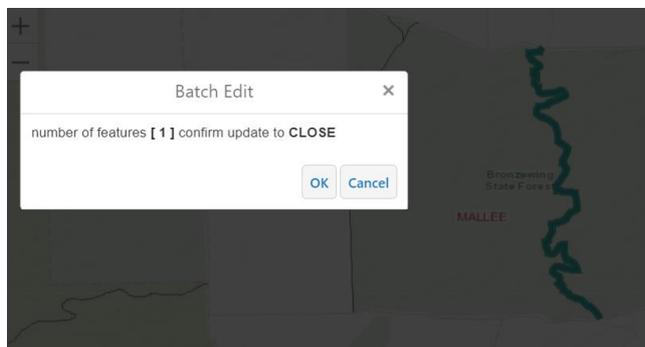


Select **Next** button

Check the Highlighted Road is the required road or Crossing to be closed, and the select **OK** button

Example Rectangle

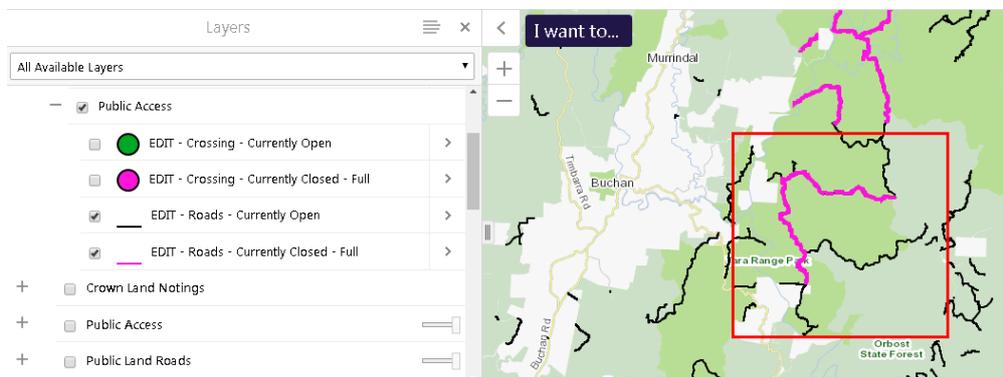
Example Polygon



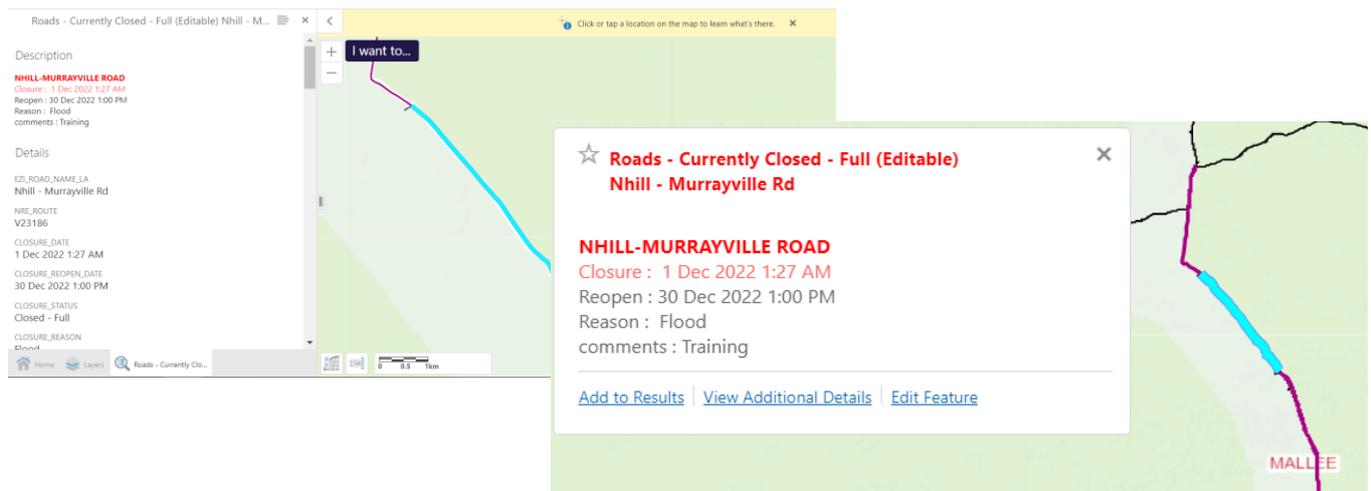
Wait

Initially it will appear that the data has disappeared or not changed, but just **Pan, Zoom or refresh view**

**Updated Data appears only** after Pan refreshes the view, or an Identify ...



Check the Values by using Identify toolbar on the Search & Identify tab or the Map Tip



## Planned Closures

This is a display layer only ... ( The features exist in the OPEN ROADS (Editable) layer for editing as they are technically open until the future date )

So because this Layer is technically an **Open** road on the day of editing, to change the date on this data, you need to select features on the Open Layer

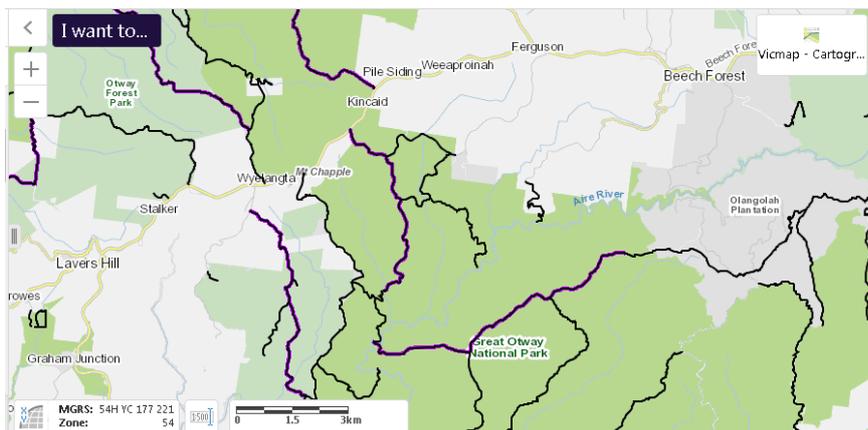
**If the road is only one feature it is best just to use the MapTip to edit the dates**

**However if the Road includes multiple features**

To **create** a Planned Closure – both the closure and reopen date must be after todays date

 choose **Close** button **CLOSE** change **closure date** [ to the future planned closure date ] and **reopen date** [ as required ]

 to **remove** a Planned Closure - choose **Close** button **CLOSE** change both the **closure date** and **reopen date** to [ before todays date ]  
( ie choose yesterdays date or the 1st of the current month )



# How to Open a Road or Crossing

## Selected objects from the Map



1. Select the Open toolbar button

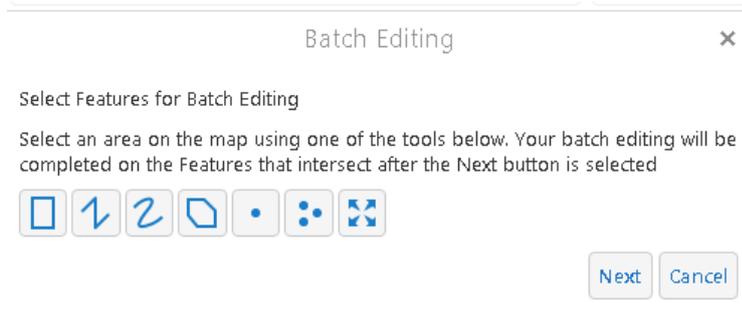
No need to Enter any dates. **Today's date is the default date where the feature appears Open**



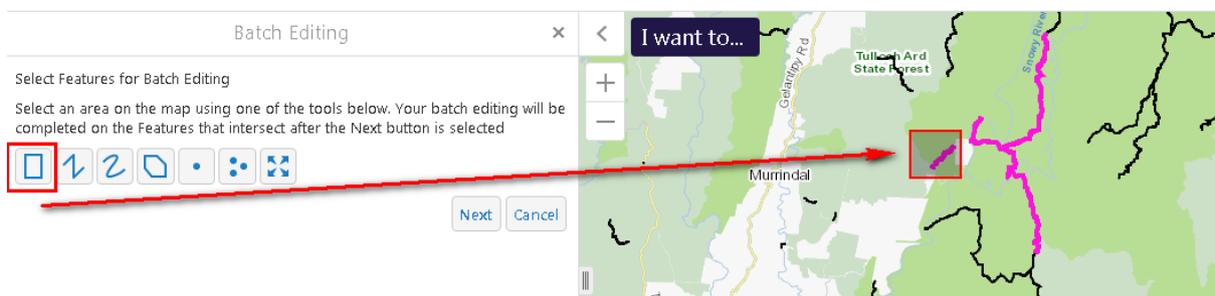
Roads Form

Crossing Form ( goes straight to Map area form ) Select **OK**

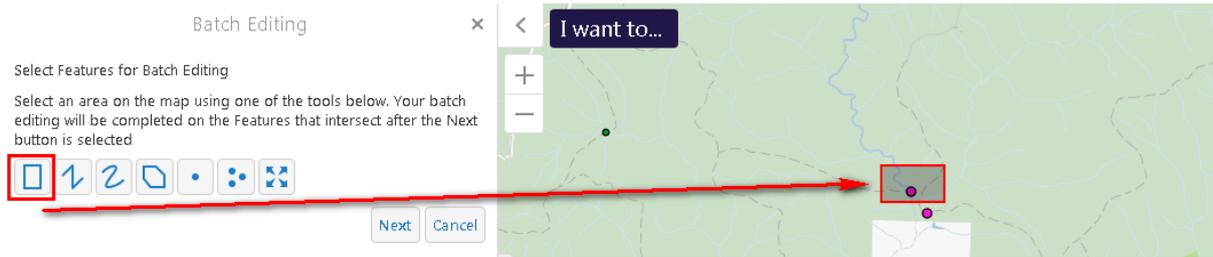
Select the Roads or Crossings to be Open



Using the **Polyline** or **Rectangle** would work well for **Roads**

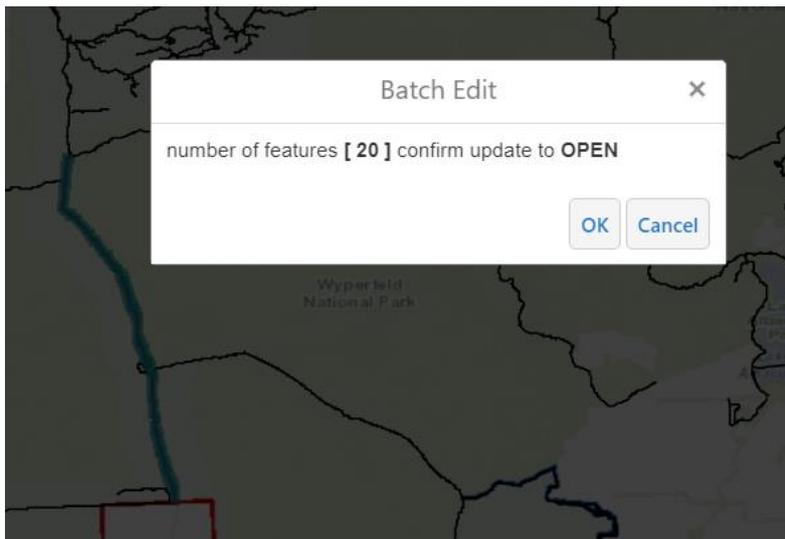


The **Rectangle** would work well for **Crossings**



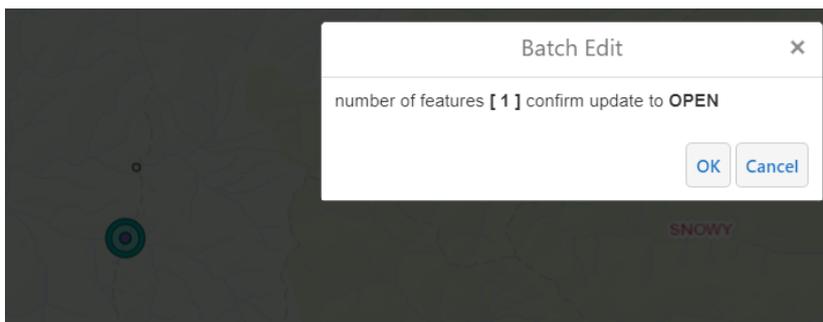
Select **Next** button

Check the Highlighted Road is the required road to be opened, and then select **OK** button



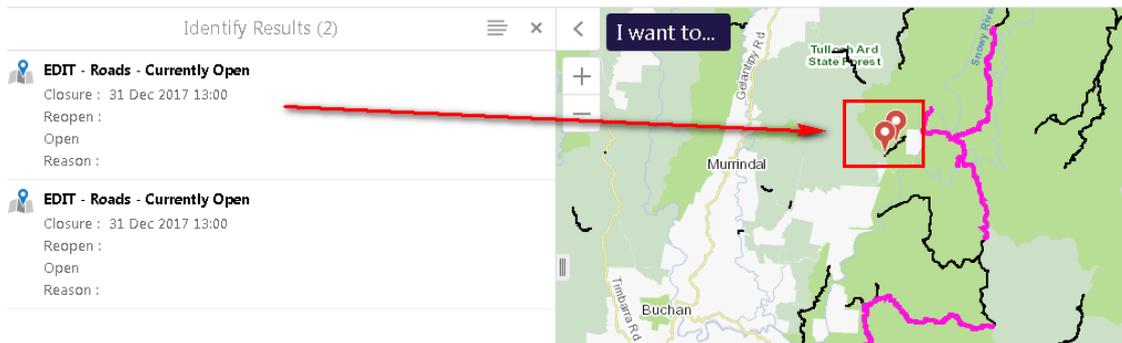
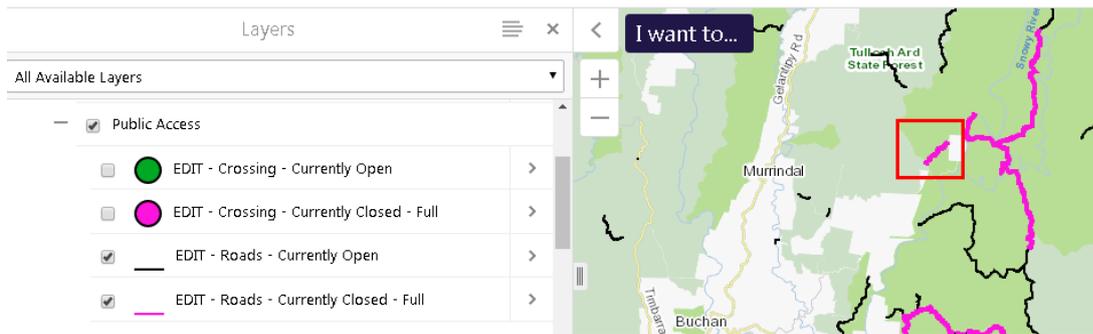
or

Check the Highlighted Crossing is the required crossing to be opened, and then select **OK** button

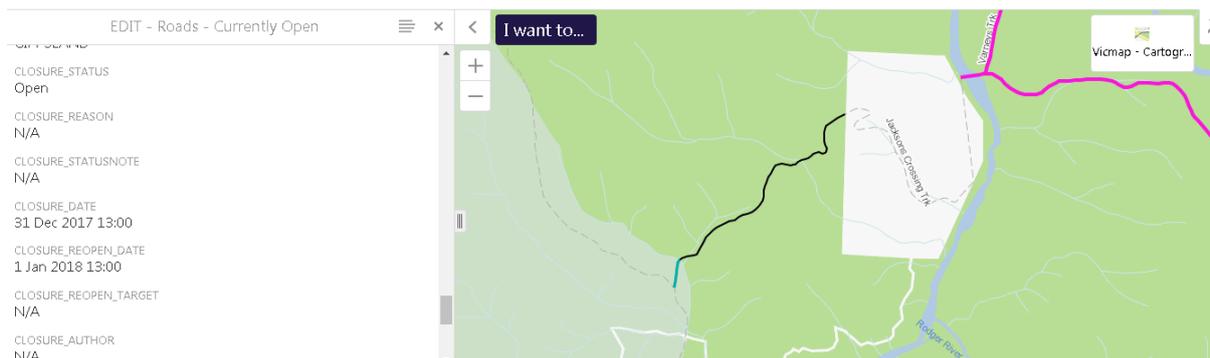


Initially it may look like the data has disappeared or not changed, but just **Pan, Zoom or refresh view** **Updated Data appears only** after Pan refreshes the view, or an Identify ....

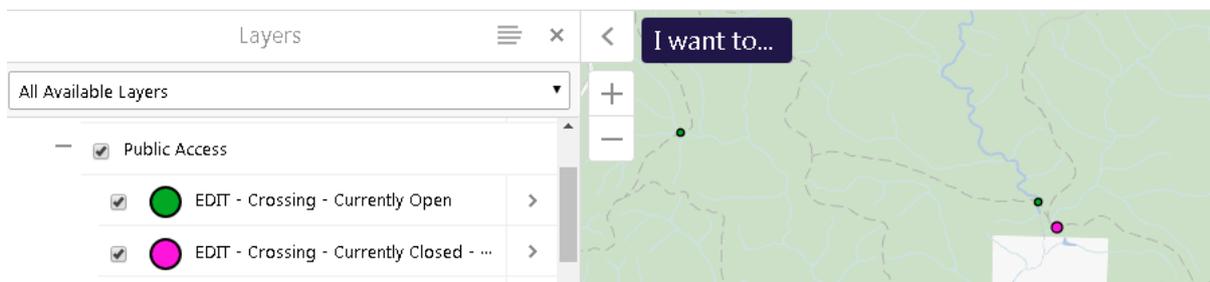
Wait ... be patient



Check the Values by using Identify if required



Crossing



EDIT - Crossing - Currently Open

I want to...

Tara State Forest

Wairewa

CLOSURE\_ID  
N/A

CLOSURE\_CROSS\_ID  
N/A

CLOSURE\_STATUS  
Open

CLOSURE\_REASON  
Maintenance

CLOSURE\_STATUSNOTE  
N/A

CLOSURE\_CLOSURE\_DATE  
31 Jan 2018 13:00

CLOSURE\_REOPEN\_DATE  
1 Feb 2018 13:00

CLOSURE\_REOPEN\_TARGET  
N/A

CLOSURE\_AUTHOR  
msg3\_pam

CLOSURE\_EDITDATE  
5 Feb 2018 13:00

# Custom Editing

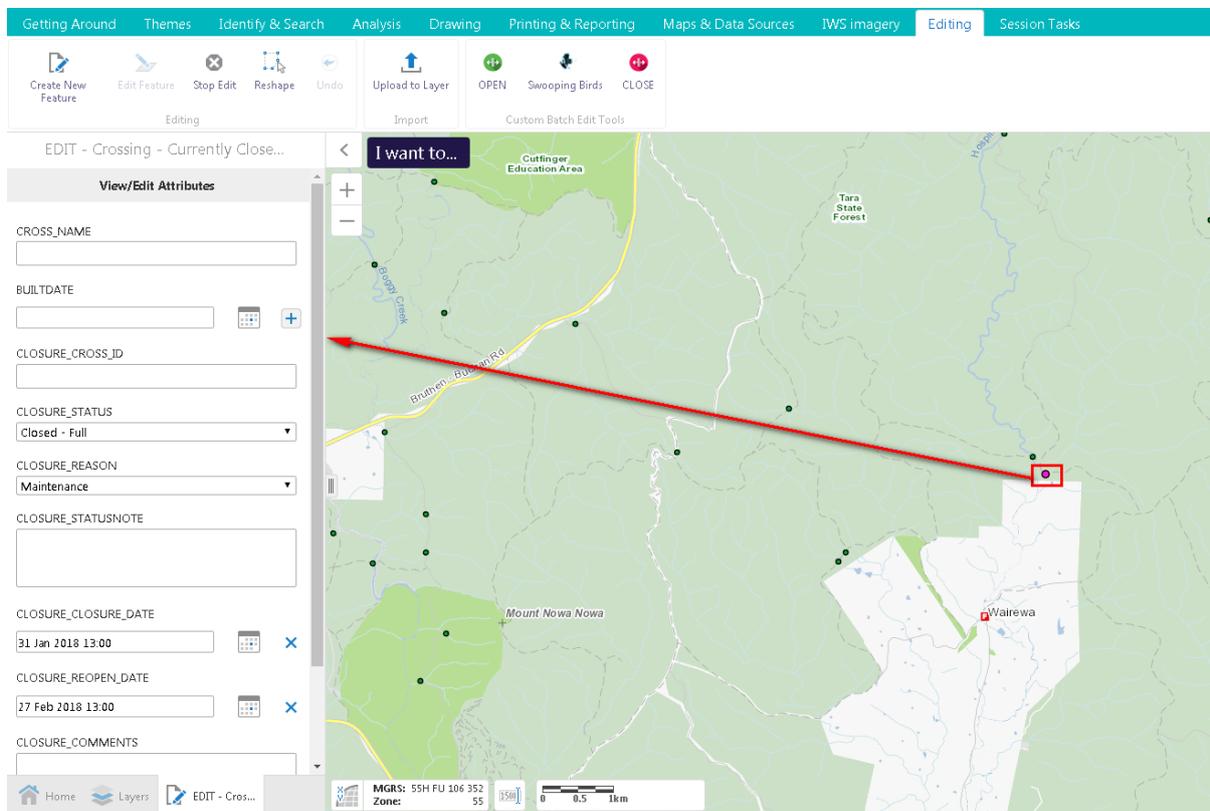
## Edit Feature

Select Edit Feature

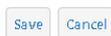


Select Crossing to edit

The editable options will appear in the left hand panel



Make your changes, and then select **Save** button



Select  Stop Edit when finished

Note : Although the Create New Feature and Reshape options seem available, they may not work, as geometry edits may not be allowed

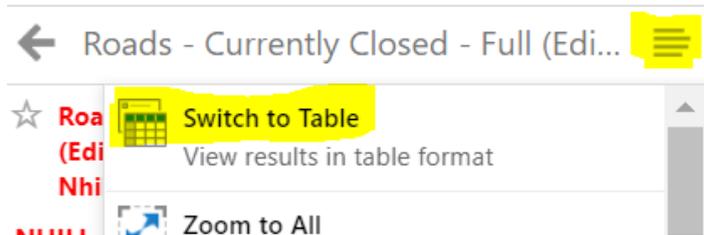
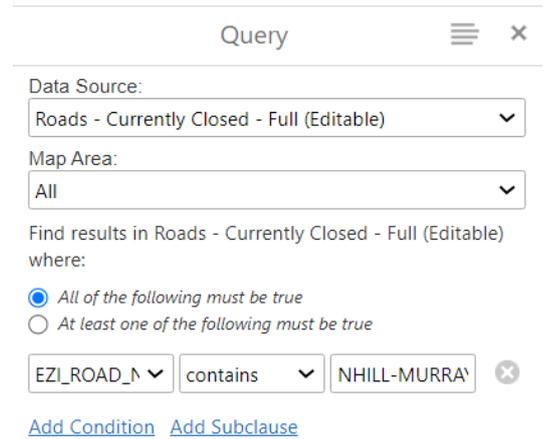
This is also available for the Roads layer, with the Closure information customised at the top of the panel, and all other data following.

Its recommended that you only edit the closure information and not any of the actual Road details, which have been captured from another source

# Table Editing

## Edit using the table method

1. Click on Identify & Search
2. Select Query
3. Data Source = **Roads – Currently Closed – Full (Editable)**
4. Select **EZI\_ROAD\_NAME** form the drop down box
5. Select your Road Name ( Nhill – Murrayville )
6. Click on Search
7. Click on the **Action menu**  (*hamburger*)
8. Select **Switch to Table**



9. View the table data if you need to edit anything select the **Action Menu (hamburger)** and then select **Edit Results**

EZI_ROAD_NAME_LA	NRE_ROUTE	CLOSURE_DATE	CLOSURE_REOPEN_DATE	CLOSURE_STATUS	CLOSURE_REASON	CLOSURE_STAT
Nhill - Murrayville Rd	V23186	1 Dec 2022 1:27 AM	30 Dec 2022 1:00 PM	Closed - Full	Flood	
Nhill - Murrayville Rd	V23186	1 Dec 2022 1:27 AM	30 Dec 2022 1:00 PM	Closed - Full	Flood	
Nhill - Murrayville Rd	V23186	1 Dec 2022 1:27 AM	30 Dec 2022 1:00 PM	Closed - Full	Flood	
Nhill - Murrayville Rd	V23186	1 Dec 2022 1:27 AM	30 Dec 2022 1:00 PM	Closed - Full	Flood	
Nhill - Murrayville Rd	V23186	1 Dec 2022 1:27 AM	30 Dec 2022 1:00 PM	Closed - Full	Flood	
Nhill - Murrayville Rd	V23186	1 Dec 2022 1:27 AM	30 Dec 2022 1:00 PM	Closed - Full	Flood	
Nhill - Murrayville Rd	V23186	1 Dec 2022 1:27 AM	30 Dec 2022 1:00 PM	Closed - Full	Flood	
Nhill - Murrayville Rd	V23186	1 Dec 2022 1:27 AM	30 Dec 2022 1:00 PM	Closed - Full	Flood	
Nhill - Murrayville Rd	V23186	1 Dec 2022 1:27 AM	30 Dec 2022 1:00 PM	Closed - Full	Flood	
Nhill - Murrayville Rd	V23186	1 Dec 2022 1:27 AM	30 Dec 2022 1:00 PM	Closed - Full	Flood	
Nhill - Murrayville Rd	V23186	1 Dec 2022 1:27 AM	30 Dec 2022 1:00 PM	Closed - Full	Flood	
Nhill - Murrayville Rd	V23186	1 Dec 2022 1:27 AM	30 Dec 2022 1:00 PM	Closed - Full	Flood	
Nhill - Murrayville Rd	V23186	1 Dec 2022 1:27 AM	30 Dec 2022 1:00 PM	Closed - Full	Flood	
Nhill - Murrayville Rd	V23186	1 Dec 2022 1:27 AM	30 Dec 2022 1:00 PM	Closed - Full	Flood	
Nhill - Murrayville Rd	V23186	1 Dec 2022 1:27 AM	30 Dec 2022 1:00 PM	Closed - Full	Flood	
Nhill - Murrayville Rd	V23186	1 Dec 2022 1:27 AM	30 Dec 2022 1:00 PM	Closed - Full	Flood	
Nhill - Murrayville Rd	V23186	1 Dec 2022 1:27 AM	30 Dec 2022 1:00 PM	Closed - Full	Flood	
Nhill - Murrayville Rd	V23186	1 Dec 2022 1:27 AM	30 Dec 2022 1:00 PM	Closed - Full	Flood	
Nhill - Murrayville Rd	V23186	1 Dec 2022 1:27 AM	30 Dec 2022 1:00 PM	Closed - Full	Flood	
Nhill - Murrayville Rd	V23186	1 Dec 2022 1:27 AM	30 Dec 2022 1:00 PM	Closed - Full	Flood	

## Edit mode

Just change the data required and move to another cell, and the update will automatically save.

The data which you are changing will appear as a “yellow” cell, once you click to the next cell the data will

save and the cell will no longer be yellow. Remember by moving to another cell the edit will be saved.

Roads - Currently Closed - Full (Editable)							Exit Editing
EZI_ROAD_NAME_LA	NRE_ROUTE	CLOSURE_DATE	CLOSURE_REOPEN_DATE	CLOSURE_STATUS	CLOSURE_REASON	CLOSURE_STATUS	
Nhill - Murrayville Rd	V23186	1 Dec 2022 1:27 AM	30 Dec 2023 1:00 PM	Closed - Full	Flood		
Nhill - Murrayville Rd	V23186	1 Dec 2022 1:27 AM	30 Dec 2022 1:00 PM	Closed - Full	Flood		
Nhill - Murrayville Rd	V23186	1 Dec 2022 1:27 AM	30 Dec 2022 1:00 PM	Closed - Full	Flood		
Nhill - Murrayville Rd	V23186	1 Dec 2022 1:27 AM	30 Dec 2022 1:00 PM	Closed - Full	Flood		
Nhill - Murrayville Rd	V23186	1 Dec 2022 1:27 AM	30 Dec 2022 1:00 PM	Closed - Full	Flood		
Nhill - Murrayville Rd	V23186	1 Dec 2022 1:27 AM	30 Dec 2022 1:00 PM	Closed - Full	Flood		
Nhill - Murrayville Rd	V23186	1 Dec 2022 1:27 AM	30 Dec 2022 1:00 PM	Closed - Full	Flood		

## Exit Editing

When all changes have been made select Exit Editing (top right hand corner)

## Help Videos

[Close Roads](#)

[Open Roads](#)

[Close and Open Crossings](#)

[Table Editing](#)

# ArcGIS Enterprise Account

## Instructions on how to create ArcGIS Enterprise account:

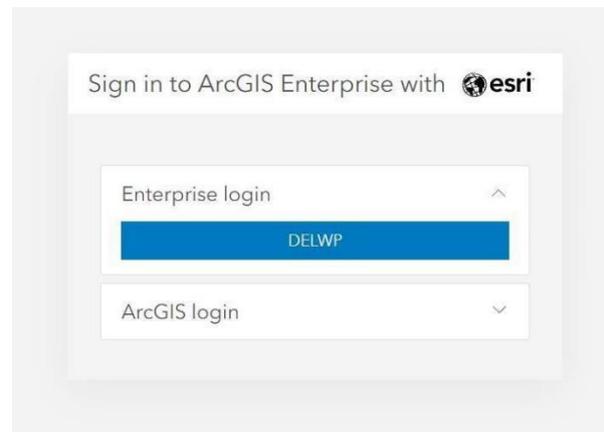
Click on the following link:

<https://enterprise.mapshare.vic.gov.au/portal/home/>

Click **Sign In** (top right corner):



Click **DELWP**, and sign in with your DELWP credentials



Request to be added to the MSE-PAM group, using the service portal

<https://delwpvicgovau.sharepoint.com/AskAda/Pages/ITHelp.aspx> | GIS.Helpdesk