

User Guide

PESTICIDES SUMMARY

V1.0 14 Apr 26

INTRODUCTION

This User Guide describes
how to use the GIS
Pesticide Summary system
to view and print reports

① Who this guide is for

This guide is for anyone who uses the Pesticides Summary application to review, or report pest-related information.

APPLICATION OVERVIEW

The screenshot shows the 'Pesticide Summaries' application interface. The top header includes the Department of Conservation logo and the text 'Pesticide Summaries'. The main map area displays a map of New Zealand with red dots indicating pesticide locations. A sidebar on the left lists 'FUNCTIONS' with numbered items 1 through 6. A 'Table' widget is shown on the right, listing regions. A 'More Widgets' panel on the far right lists additional features. Callout boxes provide descriptions for several of these features.

Department of Conservation *Te Papa Atawhai* **Pesticide Summaries**

Expand
Access Regional Reports

Basemap
Change the map style

Map Layers
Show and hide map layers

More Widgets
Access additional widgets

1 Legend
View the pesticide legend

2 Bookmark
Add a location bookmark

3 Address Finder
Find a location by address

4 Filter
Apply map filters or select features

5 Select Map Feature
Apply map filter

6 Print
Click to print the map

Table
Provides a table view

1 Legend

2 Bookmark

3 Address Finder

4 Filter

5 Select Map Feature

6 Print

I want to...
Go to DOC website
Go to DOC Open Data
Read the disclaimer
[I want to view the summary table by region...](#)
Auckland
Bay of Plenty
Canterbury
Central North Island
Chatham Islands
Coromandel
East Coast
Fiordland
Hawke's Bay
Manawatu/Whanganui
Marlborough

200 km

Technology, LINZ, StatsNZ, NIWA, Natural Earth, © OpenStreetMap contributors. | Department of Conservation Powered by Esri

Using the Filter Widget

The filter widget allows you to reduce the number of records display on screen. For example, you can limit the “*Have been laid*” records to only display those that were laid via Bait Bags.

Follow the steps below to access and configure Filters.



1 Select the **Filter** widget

Expand the required Filter

Configure the criteria

Using the Search Widget

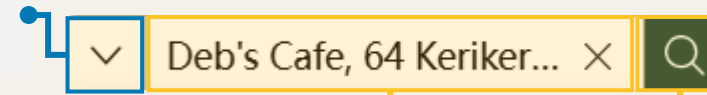
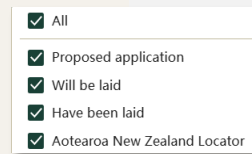
The Search widget provides a quick method for finding a particular record. For example, you want to go directly to a particular location.

Follow the steps below to access and configure the Find function.



1 Select the **Find** widget

Tip – click the drop down to filter which layers you would like to search on



2 Start typing the name
A list of possibilities will begin to appear



3 Click **Find**
or
Select from the list presented

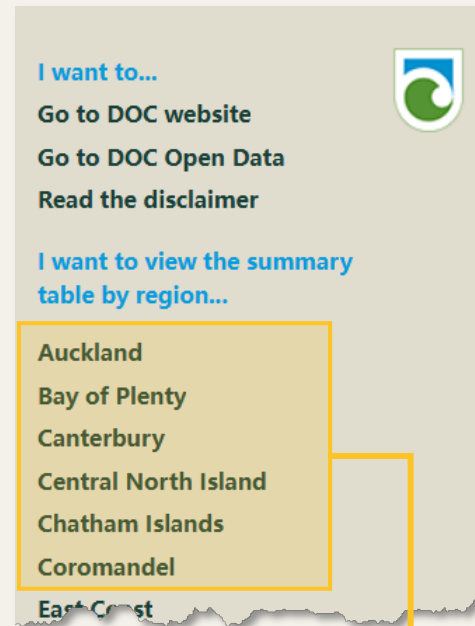
Access Regional Reports

Regional Reports are accessed via the Expand menu.

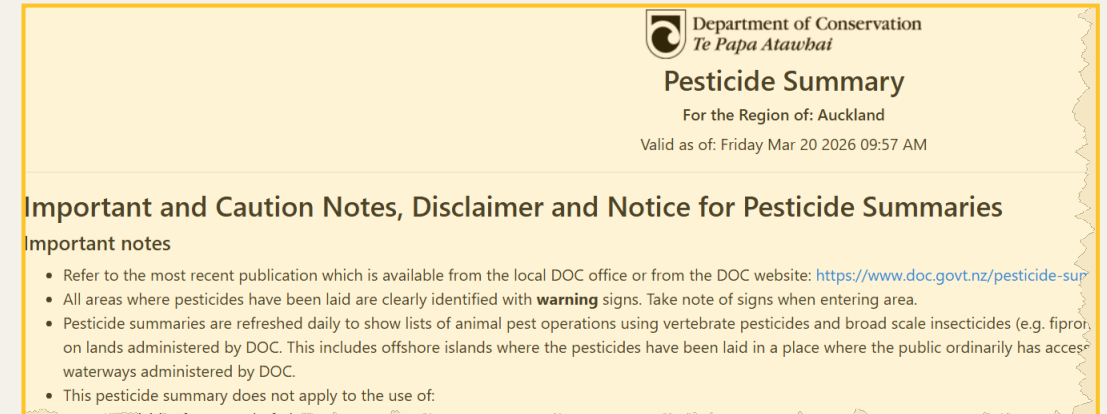
Follow the steps below to access and select a Regional Report



1 Click **Expand**



2a Select a Report . . .



2b . . . To open the report

Print a Pesticide Summary Report

1a Click **Expand** . . .

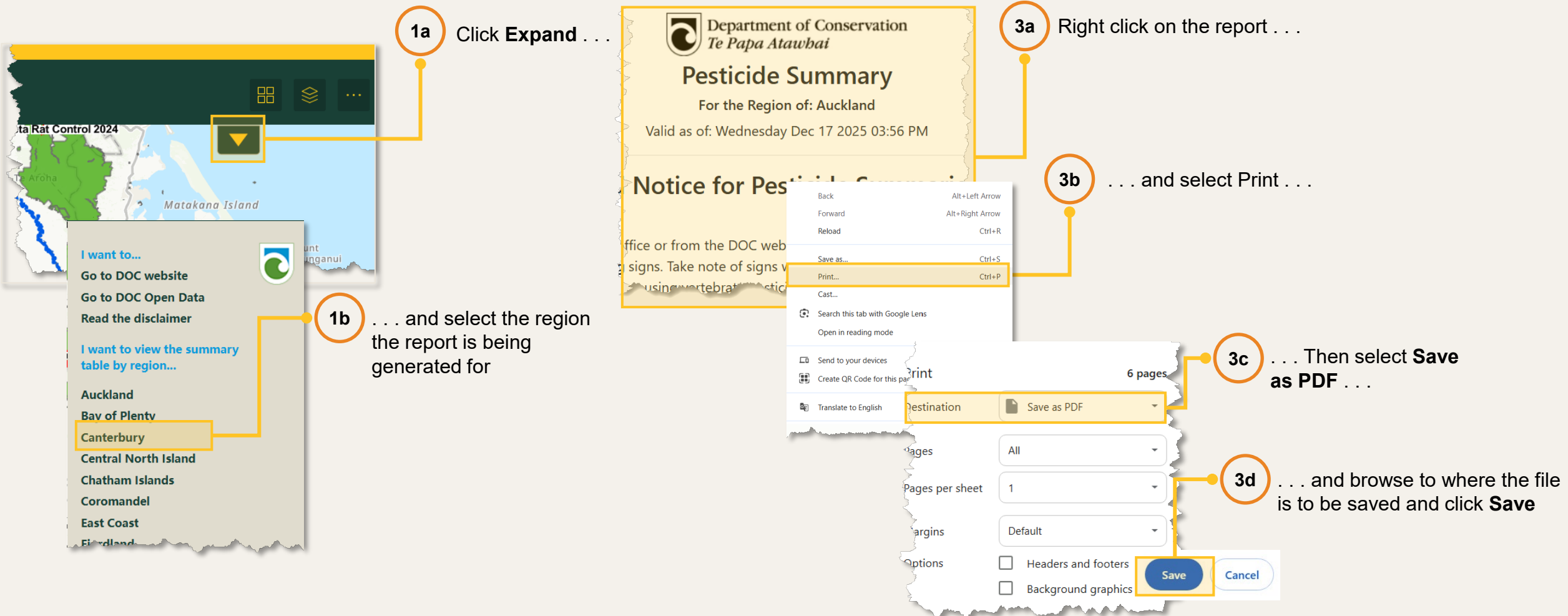
1b . . . and select the region the report is being generated for

3a Right click on the report . . .

3b . . . and select **Print** . . .

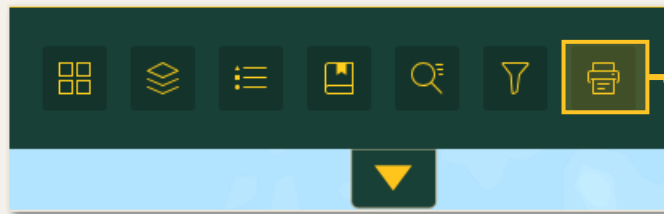
3c . . . Then select **Save as PDF** . . .

3d . . . and browse to where the file is to be saved and click **Save**



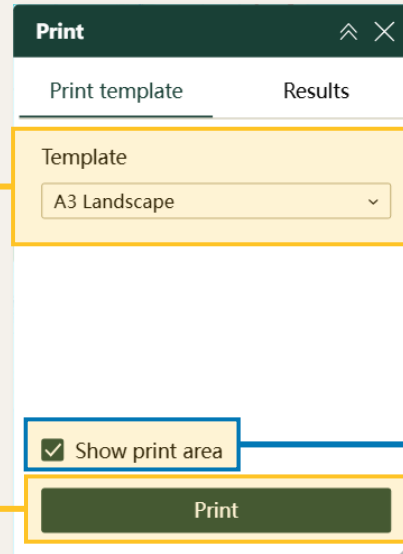
Print a Map

- 1 Follow the steps in the [Print a Pesticide Summary Report](#) to find and open the map to be printed

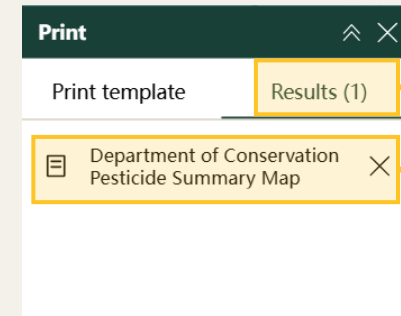


- 2 Select the **Print** widget

- 3 Select the map **Template** – A3 or A4 and Portrait or Landscape



- 4 Click **Print**



- 5 Click **Results**

- 6 Click the print link to open a PDF of the map

Tip – Download the PDF for quick and easy access

Tip – Clicking *Show print area* to view the print boundaries