

# SCAG Open Data Portal USER MANUAL

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## **Table of Contents**

INTRODUCTION	3
PROFILE	4
Log In	4
Log Out	5
Manage User Profile, Favorites, and Downloads	6
My Data Sidebar	7
To access the homepage of the SCAG Open Data Portal	8
To access SCAG's official website	8
DATA ACCESS	9
Step 1: Use Search Bar to Access Data	9
Step 2: Use Data Category or Search Results to Access Data	9
Step 3: Exploring a Selected Dataset	10
View Data	11
Filter Data	12
Favorite Original or Filtered Dataset	13
Download Original or Filtered Dataset	14
Access Dataset using APIs	14
Access Related-Data Links	15
Access Dataset Metadata	15
Create a Web Map	16
Create a Story Map	16
APPLICATIONS (apps)	17
Explore More Apps	18
Unlock the Data and Information in SCAG Region	18
Webpage Footer Links	18

#### INTRODUCTION

SCAG as the largest Metropolitan Planning Organization (MPO) in the country, always seeks the most innovative technologies to collect, disseminate, and share data with its jurisdiction members and public. SCAG's Open Data Portal is the latest and most intuitive system that allows users to search, view, query, and download data residing in SCAG's Enterprise Geodatabases though an intuitive and user-friendly interface. Utilizing cutting-edge Web-GIS technology blended with ESRI's ArcGIS Online (AGOL) functionality, the Open Data Portal is a publicly available site that can be accessed 24 hours-a-day and 7 days-a-week by virtually any web browser and any desktop or mobile smart device.

To further enhance the user experience and assist users utilizing all the advance capabilities of the Open Data Portal, SCAG has developed the present user manual. By adopting a step-by-step "user-guidance" approach and extended graphical devices, this manual is a fast and effective way to bring users up to speed on how to utilize and navigate SCAG's Open Data Portal.

#### **PROFILE**

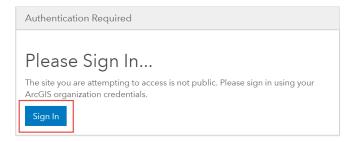
#### Log In

#### To log in to the portal system

Public users do not need to login as the SCAG Open Data Portal is a public domain.

**SCAG Members could use Enterprise Login (optional)** which, will also allow to manage their profile. If using Enterprise Login proceed as follows:

- 1) Open a web browser, preferably Microsoft Explorer or Google Chrome, and enter the following link to access SCAG Open Data Portal: <a href="https://gisdatapreview-scag.opendata.arcgis.com/">https://gisdatapreview-scag.opendata.arcgis.com/</a>.
- 2) Click "Sign In".



3) Click "ENTERPRISE LOGIN".

Southern California Association of Governments wants to access your ArcGIS Online account information



4) In the following dialog box, **enter "scag"** to complete SCAG's ArcGIS URL - scag.maps.arcgis.com then **click "Continue"**.



5) Click "Southern California Association of Governments".



6) In the ArcGIS Online SCAG sign in page, **enter your SCAG credentials**: SCAG username or email address and password, and **click the "Sign in" button** to log in. You will be directed to the SCAG Open Data Portal home page.



#### **Log Out**

#### To log out of the Open Data Portal system

- 1) Go to "user\_SCAG" at top-right corner and click to expand the drop-down menu
- 2) From drop-down menu, select "Sign Out".



## Manage User Profile, Favorites, and Downloads

#### **User PROFILE**

To access user profile

At the top-right corner, click on "user\_SCAG" to expand the drop-down menu and select either "user\_SCAG" or "Profile" - both links will open the user profile page.



#### **FAVORITES** (Home page of user profile)

To see saved Favorites

> Click "Favorites" tab under profile or the star symbol in the My Data Sidebar.



To filter favorite datasets using keywords or dataset name.

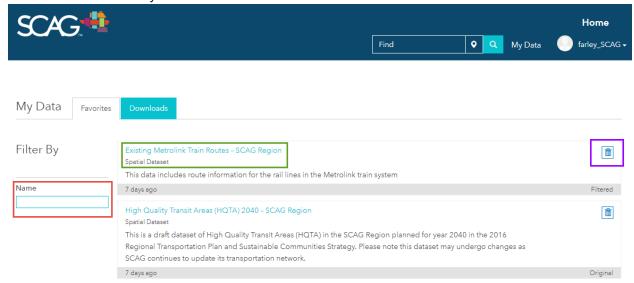
- In the Filter By section under "Name" (shown in red box below) type the dataset name and/or any other keywords.
- Favorite datasets with relevance to the name or keywords will be shown.

To select a favorite dataset

> Click on name of dataset (shown in green box below).

To remove datasets from your favorites

> Click the trashcan icon (shown in purple box below) next each dataset to remove it from your favorites.



#### **DOWNLOADS**

To see the download status and downloads during the last 48 hours

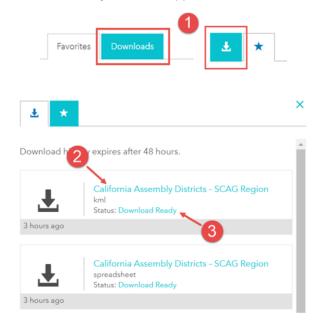
 Click the "Downloads" tab under profile or the down arrow symbol in the My Data Sidebar.

To go to detail page of a downloaded dataset

2) Click the name of the dataset.

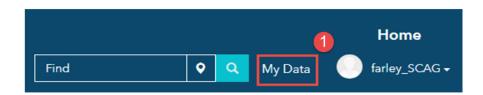
To re-download dataset

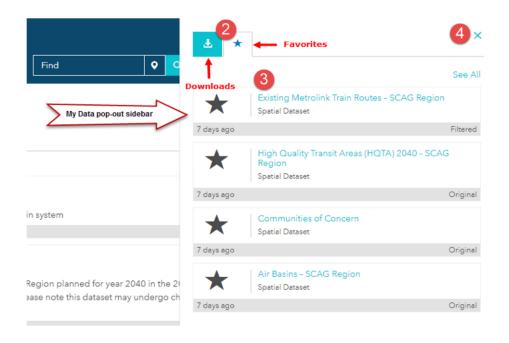
3) Click the "Download Ready" link that appears on the dataset "Status" line.



## My Data Sidebar

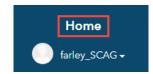
- 1) Click "My Data" (or via your profile page) to expose the Favorites/Downloads sidebar.
- 2) Select the Star icon or down arrow symbol to access your Favorites or Downloads.
- 3) Click on any Dataset to access the dataset details page.
- 4) To close the sidebar Click the "X" (close button) at the top right corner.
- To go to profile from sidebar, Click "See All".
- The "My Data" sidebar will appear every time you favorite a dataset.





## To access the homepage of the SCAG Open Data Portal

Click Home at top right corner of the browser window



#### To access SCAG's official website

Click SCAG icon at the top left corner of the browser window



#### **DATA ACCESS**

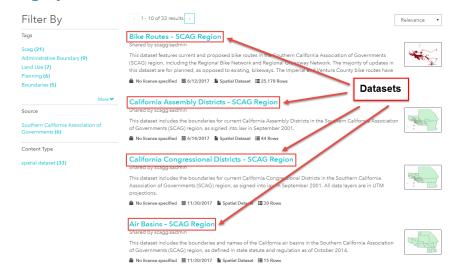
Users have to option to: a) View all datasets available, b) Search datasets by keyword, or c) View datasets by data category.

#### **Step 1: Use Search Bar to Access Data**

Without typing in the search bar - click the magnifying glass icon to see all datasets available in the SCAG Open Data Portal. When text is entered in search bar the most relevantly datasets will appear in the search results.



Step 2: Use Data Category or Search Results to Access Data



- The datasets can be sorted by Relevance, timestamp (Most Recent), or Name.
- In addition, datasets can be **filtered** by tags, source or content type.

**Each dataset has metadata describing the:** a) date when the dataset was added to the portal, b) content type, and c) number of rows in the dataset. In addition, a thumbnail image provides a preview of the dataset.

#### Bike Routes - SCAG Region

Shared by scaggisadmin

This dataset features current and proposed bike routes in the Southern California Association of Governments (SCAG) region, including the Regional Bike Network and Regional Greenway Network. The majority of updates in this dataset are for planned, as opposed to existing, bikeways. The Imperial and Ventura County bike routes have



**Web Map:** The map preview window, in the upper portion of the webpage, is interactive and shows the geographic (map) extent of the selected (from the data category or search results) datasets when applicable. Note that all datasets from the results may not be shown in map).

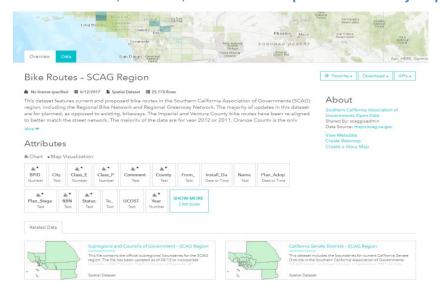
If you select a map extent it will open the details page of the corresponding dataset.



## **Step 3: Exploring a Selected Dataset**

Once a dataset is selected the dataset details page will appear which allows to:

- View, Filter, Favorite, or Download the dataset
- Access links to Related Data, Metadata, Create a Webmap or Create a Story Map



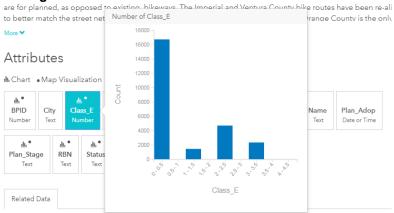
#### **View Data**

#### Visualize the dataset attributes by chart

- Click "Overview" tab. The portal will show all associated dataset attributes (fields) organized in individual boxes. Each box shows the attribute name (field name) and the data type (number, text, date etc.). When data type is "number" the portal has the capability to generate and present a data chart.
- 2) Select an attribute box that has a chart icon.

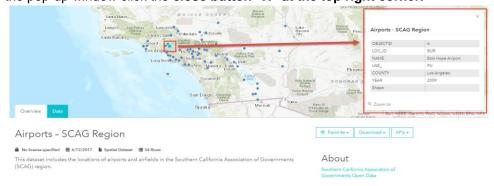
A pop-up window will present a chart of the selected dataset, and the selected features will be highlighted on the interactive map.

3) Click the attribute box again to close the chart window.



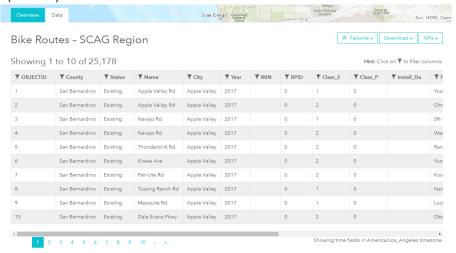
#### Visualize the dataset attributes through the interactive map (top portion of page)

- 1) Click Overview tab.
- 2) **Click an attribute box with a chart icon**. The interactive map symbology will change to show the corresponding features for the selected attribute.
- 3) With or without an attribute selected, **click on a map data symbol (point, line, or polygon)** to open a pop-up window showing details of the selected attribute.
- 4) To close the pop-up window click the close button "X" at the top right corner.



#### View the dataset attribute table

- 1) Click Data tab to open the dataset attribute table.
- 2) Use the horizontal scroll bar and page links to navigate the table and view more attributes (fields) and features (records).



#### **Filter Data**

#### Filter a dataset by attribute(s) values

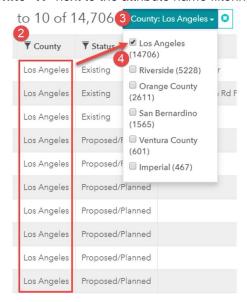
- 1) Click the Data tab.
- 2) Click the Filter icon T next to the attribute to be filtered.
- 3) A blue box with the attribute name will appear above the attribute table,

**Click the attribute name** to specify the filter requirements.



- 4) Select one or more of the options or type a specific attribute value desired in the drop-down box/list. The attribute table will be updated accordingly.
- 5) To filter data using more than one attributes (criteria) repeat steps 2 4

To remove filter click the blue and white "X" next to the attribute name filtering the data.



### **Favorite Original or Filtered Dataset**

#### Add the original or filtered dataset to your Favorites list for quick access

- Favorites can be accessed under the user profile or My Data link/sidebar.

#### **Favorite an Original Dataset**

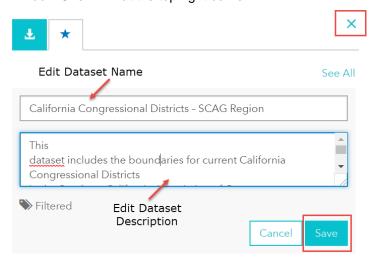
- 1) Under Overview tab or Data tab, Click the "Favorite" drop-down menu.
- From drop-down list, select "Original."
- The "My Data" sidebar will appear once Original is selected,
   Edit name or description of dataset if desired then Click Save.
- 4) To close the sidebar window **Click "X" (close button)** at top right corner.

#### **Favorite a Filtered Dataset:**

- If you have already filtered the dataset, go to step 6.
- 1) Click "Data" tab.
- 2) Click Filter icon next to desired attribute to be filtered.
- 3) A blue box with the attribute name will appear above the attribute table, **Click the attribute name** to specify the filter requirements.
- 4) **Select** one or more of the options **or type** a specific attribute value in the drop-down box/list. The attribute table will be updated accordingly.
- 5) To filter data by more than one attribute (criteria) repeat steps 2 4.
- 6) Click Favorite drop-down menu.
- 7) From drop-down list, select "Filtered".



- 8) The "My Data" sidebar will appear once Filtered is selected, Edit name or description of dataset if desired then Click "Save."
- 9) To close the sidebar window Click "X" at the top right corner.



#### **Download Original or Filtered Dataset**

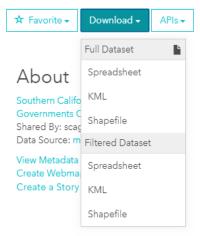
- Available download formats: Spreadsheet (.csv), KML (.kml), Shapefile (.shp).
- Downloads will be stored (for up to 48 hours only) in the Downloads section of your profile.

#### **Download an Original Dataset**

- 1) Under Overview or Data tab, Click "Download" box.
- 2) From the drop-down list under "Full Dataset", **Select Spreadsheet**, **KML**, **or Shapefile** to download Original data to your computer download folder.

#### **Download a Filtered Dataset**

- If you have already filtered the dataset, go to step 6.
- 1) Click Data tab.
- 2) Click Filter icon next to desired attribute to be filtered.
- 3) A blue box with the attribute name will appear above the attribute table,
  - **Click the attribute name** to specify the filter requirements.
- 4) **Select** one or more of the options **or type** a specific attribute value in the drop-down box/list. The attribute table will be updated accordingly.
- 5) To filter data using more than one attributes (criteria) repeat steps 2 4.
- 6) Click Download drop-down menu.
- 7) From drop-down list under "Filtered Dataset", **Select Spreadsheet, KML, or Shapefile** to download Filtered data to your computer download folder.

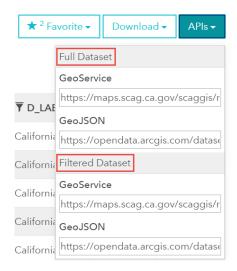


## **Access Dataset using APIs**

#### To access the Original or Filtered dataset in API formats

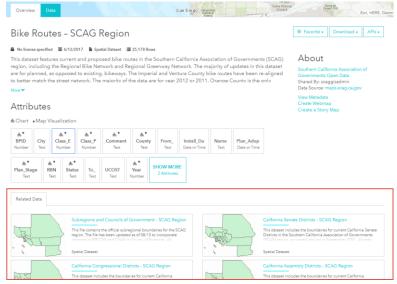
- 1) If desired, filter dataset.
- 2) Click API's drop-down menu.
- 3) Copy and Paste GeoService or GeoJSON link into internet browser.

GeoService - link will redirect you to the REST directory of the data GeoJSON - link will download full dataset in GEOJSON file format



#### **Access Related-Data Links**

- 1) Click "Overview" tab.
- 2) At the bottom of each dataset's details page under Related-Data, Click the link of desired dataset.
- 3) Link will direct you to the dataset's details page.



#### **Access Dataset Metadata**

- 1) Click "Overview" tab.
- 2) Under the "About section", Click "View Metadata" link.
- Login with ArcGIS Online personal credentials or SCAG credentials if prompted to.
   Link takes you to the Metadata details page of the selected dataset.
- The Metadata page is sourced from SCAG's maps.arcgis.com site and has links to open the dataset in Map Viewer, Scene Viewer, and ArcGIS Desktop.



## **Create a Web Map**

- 1) Click "Overview" tab.
- 2) Under the "About section", Click "Create Webmap" link.
- 3) Follow site directions to make a custom web map from existing data.

#### About

Southern California Association of Governments Open Data Shared By: scaggisadmin Data Source: maps.scag.ca.gov View Metadata Create Webmap Create a Story Map

## **Create a Story Map**

- 1) Click "Overview" tab.
- 2) Under the "About section", Click "Create Story Map" link.
- 3) Follow site directions to make a custom Story Map from existing data.

## About

Southern California Association of Governments Open Data Shared By: scaggisadmin Data Source: maps.scag.ca.gov View Metadata Create Webmap Create a Story Map

# **APPLICATIONS (apps)**

## **Access and Use Existing Applications:**

1) Scroll over an application image



2) Click on the dark blue box to be redirected to the web map application



3) Follow application instructions on the left to use web map application



#### **Explore More Apps**

**Click "Explore more apps"** (bottom-right of applications section) to access all of the applications/datasets available through the SCAG Data Library (this is different from the SCAG Open Data Portal)

- Link will take you to the GIS Data Services page on SCAG's official website

## Unlock the Data and Information in SCAG Region

#### **Access SCAG Regional Projects and Collaborations:**

- 1) Go to SCAG Open Data Portal Homepage
- 2) Scroll down homepage to 'Unlock the Data and Information in SCAG Region' section
- 3) Click the light-blue link or image associated with desired website

Links will take you to the designated website of the selected project associated with SCAG



## **Webpage Footer Links**

#### **About SCAG**

GIS Data Services - GIS Data Services on SCAG's home website
GIS Applications - GIS Applications within the GIS Data Services on the SCAG home website

#### **Contact Us**

SCAG GIS Admin email address - scaggisadmin@scag.ca.gov

#### **Follow Us**

SCAG Twitter Profile - @SCAGnews

This is the end of the document.