



Munsys 14

MAP BOOKS USER MANUAL



Munsys® Map Books User Manual

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Chapter 1

Introducing the Munsys Map Books User Manual

Welcome to Munsys Map Books

Munsys Map Books is used to create and generate multi-page map book layouts. This application generates map book pages based on the various layers of data that are available in the database.

Munsys Map Books forms part of the Munsys product family, which comprises the following applications:

- Munsys Cadastral
- Munsys Cable Route
- Munsys Cable Fiber
- Munsys Drainage
- Munsys Electricity
- Munsys Roads
- Munsys Sewer
- Munsys Water
- *Munsys Map Books*
- Munsys Spatial Data Manager
- Munsys Management Console
- Munsys Query
- Munsys Lineage
- Munsys Scheduled Tasks

About this manual

The *Munsys Map Books User Manual* enables users to easily find their way around Munsys Map Books, and provides a conceptual overview of the functionality used in Munsys Map Books. For the purpose of this manual, we assume that you are familiar with:

- AutoCAD Map
- Common GIS terminology

What's in this manual

The *Munsys Map Books User Manual* consists of the following chapters:

- [Chapter 1 — Introducing the Munsys Map Books User Manual](#), gives an overview of this manual, and provides links to additional reading material.
- [Chapter 2 — Getting acquainted with Munsys Map Books](#), gives an overview of Munsys Map Books and its various components.
- [Chapter 3 — Creating a map book](#), provides instructions about how to create a map book.

Additional reading material

Before you start using this manual, we suggest that you first read the *Munsys Concepts User Manual*, which contains the following information:

- the generic functionality of the various Munsys applications
- the generic query functionality that is used to query spatial data from the Oracle® database and how to structure a query through query settings and GSC settings using the Munsys Query Palette
- how to view spatial data using the Munsys Info Palette
- how to work with Munsys Objects
- extras such as annotation, reporting and legend options.

Conventions in this manual

The following table lists the typographical conventions used in this manual.

Text element	Example
Keys you press on the keyboard	CTRL, ENTER, DEL
Screen buttons	Click Close.
Folder paths	C:\Program Files\Open Spatial
Menu paths	choose Query > Clear Basemap.
Hypertext links to more information	http://www.openspatial.com
Text displayed/typed on the command line	Munsys Map Books
Dialog box/screen names	The Map Book Settings dialog box
Application functions	The Generate Sheet Drawings function

Table 1 *Munsys typographical conventions*

Finding the information you need

To get help on

- general issues, select Help from the Munsys menu bar.
- an operation in progress, click the Help button on the dialog box.
- the latest support options, visit <http://www.openspatial.com>



Chapter 2

Getting acquainted with Munsys Map Books

About Munsys Map Books

Munsys Map Books is used for creating and generating multi-page map book layouts. The application generates map book pages based on the various layers of data that are available in the database.

With Munsys Map Books, you can create common page layouts that can be used to generate map books for distribution to different departments. The map books are essential in making GIS data available to other departments for data verification, and for locating services in the field.

You can create different page layouts by specifying page parameters such as width and height, number of rows and columns, and page annotation such as date and scale. The page layout is then used to create a sheet layout.

Using the sheet layout, you can place the sheets to cover the area to be included in the map book. It also allows you to specify parameters such as scale and overlap distance between pages.

You can also create different map book configurations by specifying the contents to be included in the map book. The map book layout and configuration are stored in the database, allowing you to generate updated map book pages at any stage.

Continuous page numbers that indicate the numbers of adjacent pages are automatically generated.

Once the map book configuration is in place, you can generate the page drawings and indexes, which enable you to quickly locate a page number, for example based on a township or street name.

Launching Munsys and Munsys Map Books

To launch Munsys, do one of the following:

To launch Munsys, do one of the following:

- 1 Double-click the **Munsys Applications 14.2** icon on the Windows desktop.



- 2 Choose **Start > Programs > Open Spatial > Munsys 14.2 > Munsys Applications 14.2**

Connecting to the Oracle database

Munsys uses Oracle as its data store. The advantage of using the Oracle Spatial or locator technology is that spatial and attribute data are captured and managed in a single database. This reduces processing overheads and eliminates the complexity of coordinating and synchronizing different sets of data.

Important You have to be connected to the Oracle database before you can start working with Munsys Map Books. If you try to launch any application without being connected to the database, you will be prompted to connect to the database first.

To connect to the Oracle database

- 3 Do one of the following:
 - Choose **File > Database > Connect...**
 - Click the **Connect to Database** button on the Munsys standard toolbar.

The Connect to Database dialog box is displayed

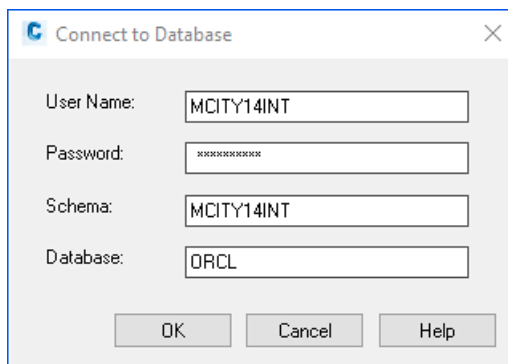


Figure 1 The Connect to Database dialog box

- 4 In the **User Name** field, enter your user name.
- 5 In the **Password** field, enter your password.
- 6 In the **Schema** field, enter the schema name.

- 7 In the **Database** field, enter the database name.
- 8 Click **OK**.

Note

The database administrator will inform you which user name, password, schema name, and database name to use.

To launch Munsys Map Books

When you launch Munsys for the first time, the configured base map automatically loads.

- 1 To launch Munsys Map Books, do the following:
 - Choose **File > Munsys Applications**.
 - Click the **Munsys Applications** button on the Munsys standard toolbar.

The Available Applications dialog box is displayed.

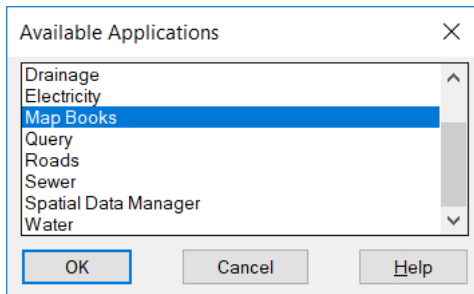


Figure 2 The Available Applications dialog box

- 2 From the list of available applications, select **Map Books**, and then click **OK**.
The Munsys Map Books menus and toolbars are loaded.

The Munsys Map Books interface

The Munsys Map Books interface consists of the following:

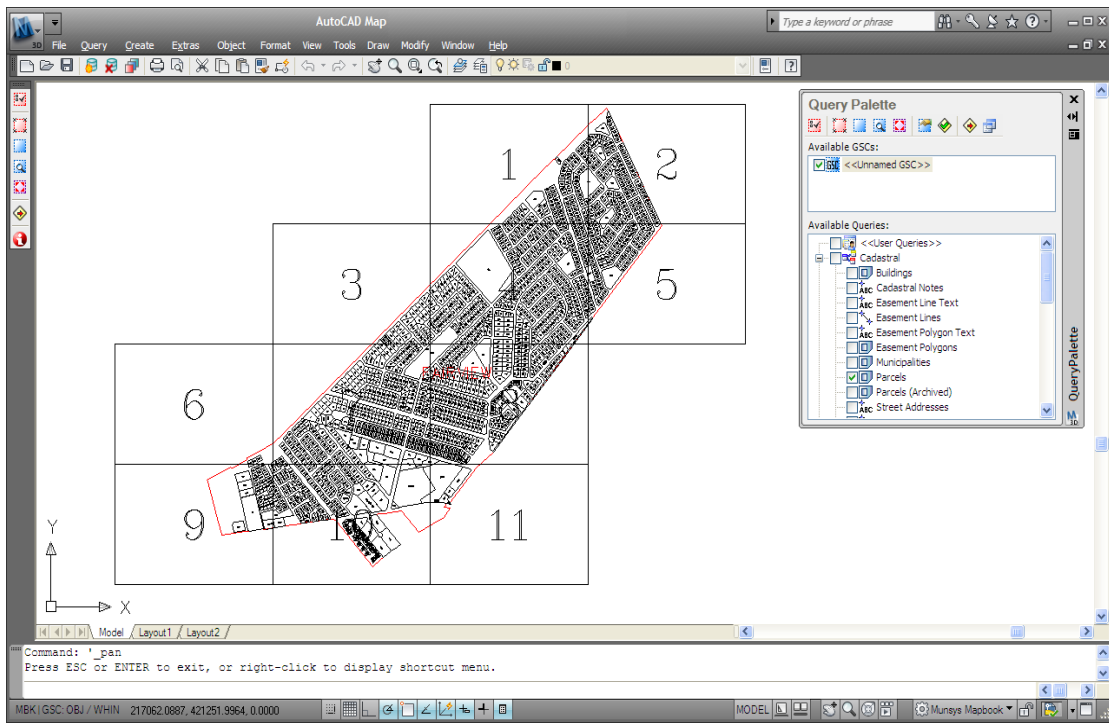


Figure 3 The Munsys Map Books interface

Munsys menu bar — contains the Munsys and AutoCAD Map menus. Munsys menus are defined by a menu file, which automatically loads when the Munsys application is launched.

Standard toolbar — this area is used to display Munsys data that is extracted from the database and AutoCAD Map drawings.

AutoCAD Map drawing area — this area is used to display Munsys data that is extracted from the database and AutoCAD Map drawings.

AutoCAD Map command line — displays prompts and messages.

AutoCAD Map status bar — displays information/drawing aids.

Munsys main toolbar — contains frequently used Munsys functions.

In Munsys Map Books, functions are activated by:

- typing the command on the command line
- activating the function from the menu bar
- clicking the appropriate button on the toolbar

Munsys Map Book objects

Map book configurations and layouts are stored in tables. The Map Books application and the database administrator control the updating of these tables.

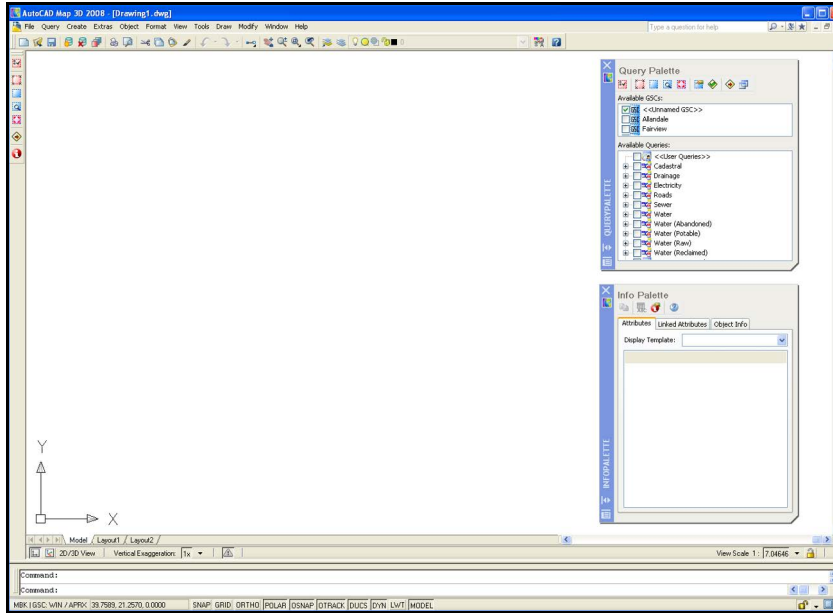



Figure 4 Munsys Map Books



Chapter 3

Creating a map book

Introduction

This chapter explains how to create a map book. The following is explained:

- Defining map book settings
- Map book page setup
- Setting up sheet placement
- Placing sheets
- Moving sheets
- Re-numbering sheets
- Saving and loading sheets
- Map book setup
- Saving and loading a map book
- Generating sheet and index drawings

Specifying default settings for creating map books

In Map Books, default settings are available for:

- coordinate corners — font and X and Y coordinate multiplication factors
- date/scale — font
- file — general and map book drawing directories
- general — construction color, database extents display resolution, integrity circle size, tag and symbol scale and rotation if coordinate transformation is done, snap tolerance, tag angle, font, height and justification
- map book — drawing prefix, even page prefix, map book font and odd page prefix
- page number — font
- title — font

With this function, you can change the current settings using the Map Book Settings dialog box. These settings only apply to new map book sheets, and if you change the default settings, the changes are only valid for the current session.

To specify map book settings

- 1 Choose **Create > Map Book Settings...**
- 2 The **Map Book Settings** dialog box is displayed

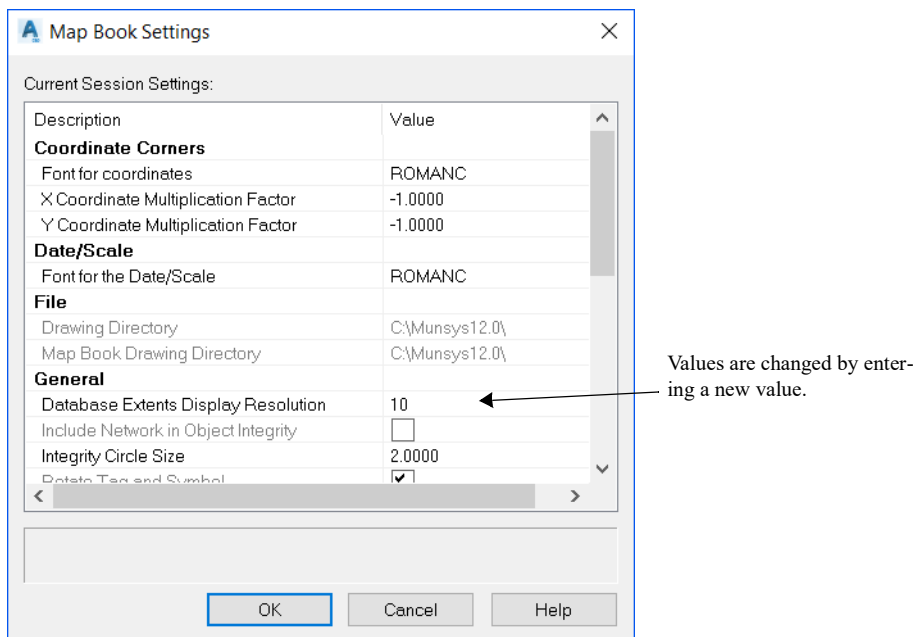


Figure 1 The Map Book Settings dialog box

- 3 To change a value, highlight the current value, and then enter a new value.
- 4 Click **OK** to apply the new settings.

The settings will apply until you change them again, or until the current session is terminated.

Page and sheet placement settings

Defining page setup

With this function, you can change an existing page layout or create a new page layout. You can change the page width and height, as well as the inner and outer frame widths.

You will need to specify the number of rows and columns for the grids, and specify page information such as date, scale, and continuation page numbers. These settings are saved to the MBK_PAGE_SETTINGS table to be used when the map book pages are generated.

To define page setup

- 1 Choose **Create > Page Setup**.

The Page Setup dialog box is displayed

Section	Field	Value
Page Name	Page Name	A0, A1, A2, A3, A4 (selected)
	Page Layout	
Page Layout	Viewport Height	223.0
	Viewport Width	130.0
	Inner Frame Width	10
	Outer Frame Width	30
	Total Height	283
	Total Width	190
	No. of Grid Rows	0
	No. of Grid Cols	0
Page Info.	<input checked="" type="checkbox"/> Page No.	Size: 5.0
	<input checked="" type="checkbox"/> Continuation Page No.	Size: 2.5
	<input checked="" type="checkbox"/> Coordinate Corners	Size: 2.0
	<input checked="" type="checkbox"/> Date	Size: 2.0
	<input checked="" type="checkbox"/> Scale	Size: 2.0
Title Info.	<input checked="" type="checkbox"/> Title	Size: 5.0
	Title Text	Map Book

Figure 2 The Page Setup dialog box

- 2 In the **Page Layout** group, specify the following:
 - Viewport height
 - Viewport width
 - Inner frame width

- Outer frame width
- Total Height
- Total Width
- Number of grid rows
- Number of grid columns

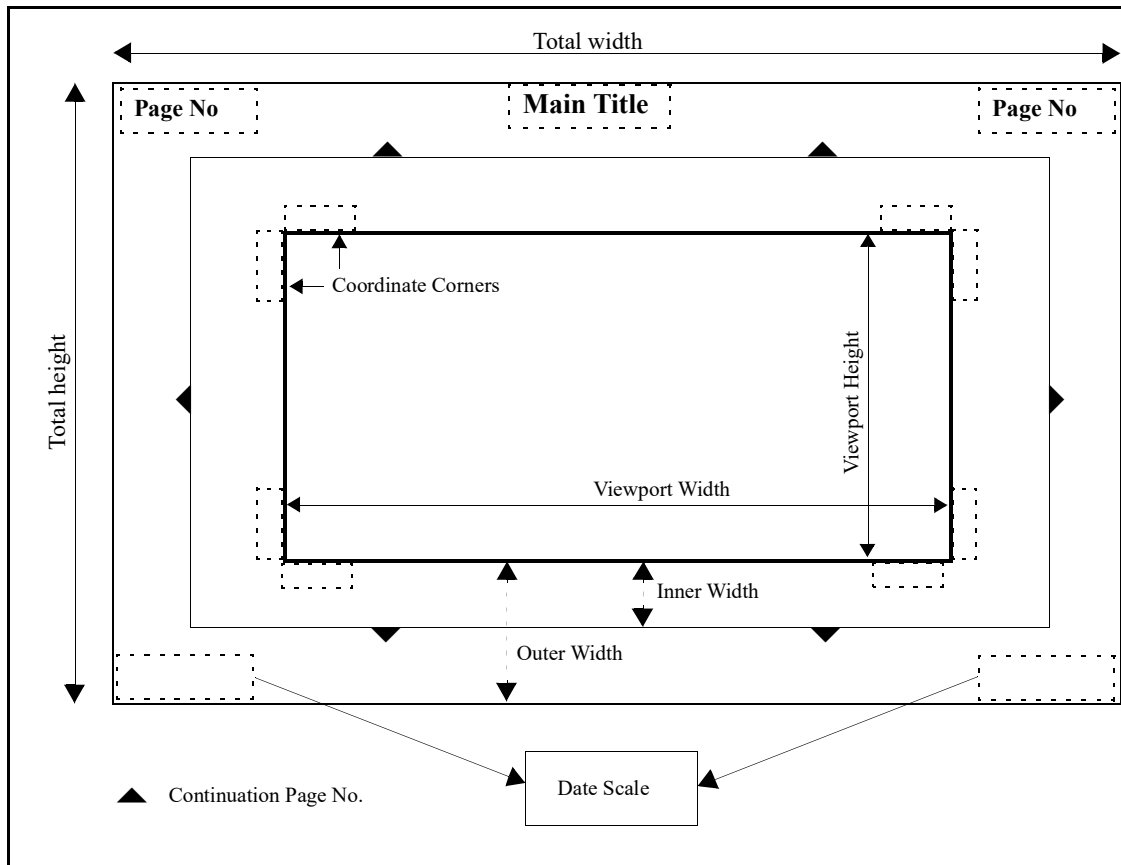


Figure 3 Map book page layout

3 In the **Page Info** group, do the following:

- Set the **Page No** (page number) check box, and/or change the default size of the page number.
The page number displays in the top left or right corner of the page, depending if it is an even or odd page.
- Set the **Continuation Page No** (continuation page number) check box, and/or change the default size of the page number.
Continuation page numbers display in the outer frame.
- Set the **Coordinate** corners, and/or change the display size of the coordinates.
The drawing coordinates are displayed in the inner frame.
- Set the **Date**, and/or change the default size of the date.
The date displays in the bottom left or right hand corner of the page, in line with the page numbers.

- Set the **Scale**, and/or change the default size of the scale.
The scale displays in the bottom left or right hand corner of the page, in line with the page numbers.
- 4 In the **Title Info** group, do the following:
 - Set the **Title** check box to generate a title for the page.
 - In the **Size** text box, type in the size for the title text.
 - In the **Title** text box, type in the title that displays on every page.
 - 5 To save the page settings, do one of the following:
 - Click **Save** to save the current page settings to the database.
 - Click **Save As** to add the current page settings to the database.

The saved page settings are listed in the Page Name list.

Setting up sheet placement

With this function, the user can specify the sheet settings before creating a sheet layout, by selecting a required page layout and scale. The user also has the option to override the existing sheet width and height.

To set up sheet placement

- 1 Choose **Create > Sheet Placement Setup...**

The Sheet Placement Setup dialog box is displayed

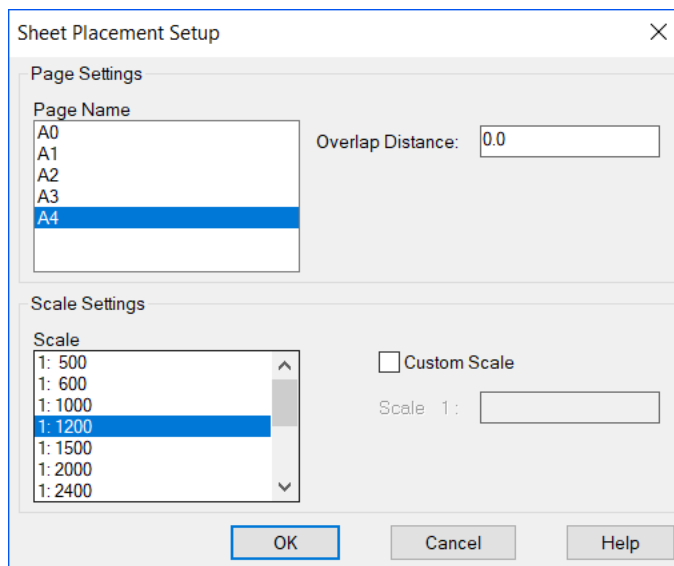


Figure 4 The Sheet Placement Setup dialog box

- 2 From the **Page Name** list, select the required page name.
- 3 In the **Overlap Distance** text box, enter the overlap printing distance in paper units.
- 4 To define a scale, do one of the following:

- From the Scale Settings group, select an appropriate scale from the Scale list.
 - Set the Custom Scale check box, and then enter the appropriate scale in the Scale text box.
- 5 Click **OK** to continue to place the sheets.

Placing, moving and re-numbering sheets

Placing sheets

With this function, you can create a new sheet layout by placing sheets. You will be prompted to indicate the first sheet placement, and then select an option for placing the next sheet. The printing area has to be covered with sheets. This function makes use of the last sheet settings that you set up.

To place sheets

- 1 Choose **Create > Place Sheets**.
- 2 Indicate the **top left** start point to place the first sheet.
- 3 To place the next sheet, choose one of the following:
 - Place — places the next available sheet
 - Skip — skips the current placement and moves to the next block
 - Next Line — starts placing sheets at the next line.
- 4 Continue to place a sheet until the printing area is covered, and then type **Exit** to complete the function.

The sheet is created on the MAPBOOK layer.

Moving sheets

This function is used to move the sheet layout from a base point to a new destination point. This is useful for moving the newly placed sheets to a specific rounded coordinate, for coordinate values that are displayed on the pages.

To move sheets

- 1 Choose **Create > Move Sheets**.
- 2 Indicate the basepoint.
- 3 To indicate a destination point, do one of the following:
 - Indicate the destination point with your mouse pointer.
 - Type coordinates on the command line for the destination point.

All the map sheets are moved to the destination point, and remain on the MAPBOOK layer.

Re-numbering sheets

This function is used to renumber existing sheets by selecting the page numbers that you want to update. This is useful for changing large sheet layouts, for example where a page might have been removed.

To renumber sheets

- 1 Choose **Create > Re-number Sheets**.
- 2 Select the page number that you want to update.
- 3 Type the new page number on the command line, and then press **ENTER**.
- 4 Continuously select page numbers to update until you have updated all the required page numbers, and then press **ENTER**.
- 5 Press **ENTER** to confirm that you have re-numbered all the sheets.

Working with sheet layout

With this function, you can list available sheet layouts and save the current sheet layout. You also have the option to delete existing sheet layouts and load an existing sheet layout. If an existing sheet layout is loaded, the current MAPBOOK layer is cleared and the new map book layout is displayed.

To save, delete or load sheet layouts

- 1 Choose **Create > Save/Load Sheets...**
- 2 The **Save/Load Sheets** dialog box is displayed

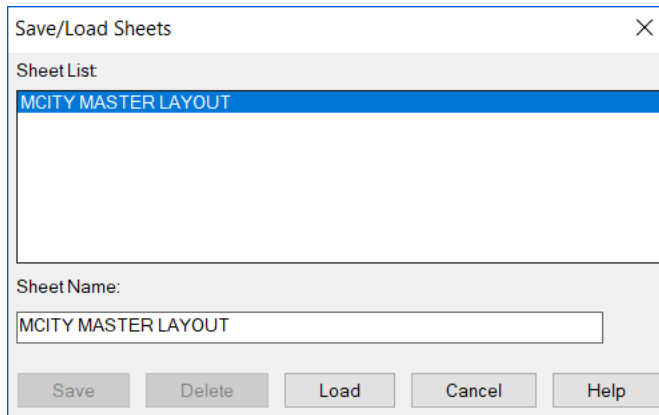


Figure 5 The Save/Load Sheets dialog box

- 3 To manipulate the sheet layout, do one of the following:
 - Click the Save button to save the current sheet layout.
 - Click the Delete button to delete a saved sheet layout.
 - Click the Load button to clear the current sheet layout and load an existing layout.

Map book setup

Working with map book setup

With this function, you can change the current map book settings, including settings for the content, processes to run, file naming conventions and drawing generation.

To work with map book setup

1 Choose **Create > Map Book Setup...**

The Map Book Setup dialog box displays, and the current sheet layout is loaded.

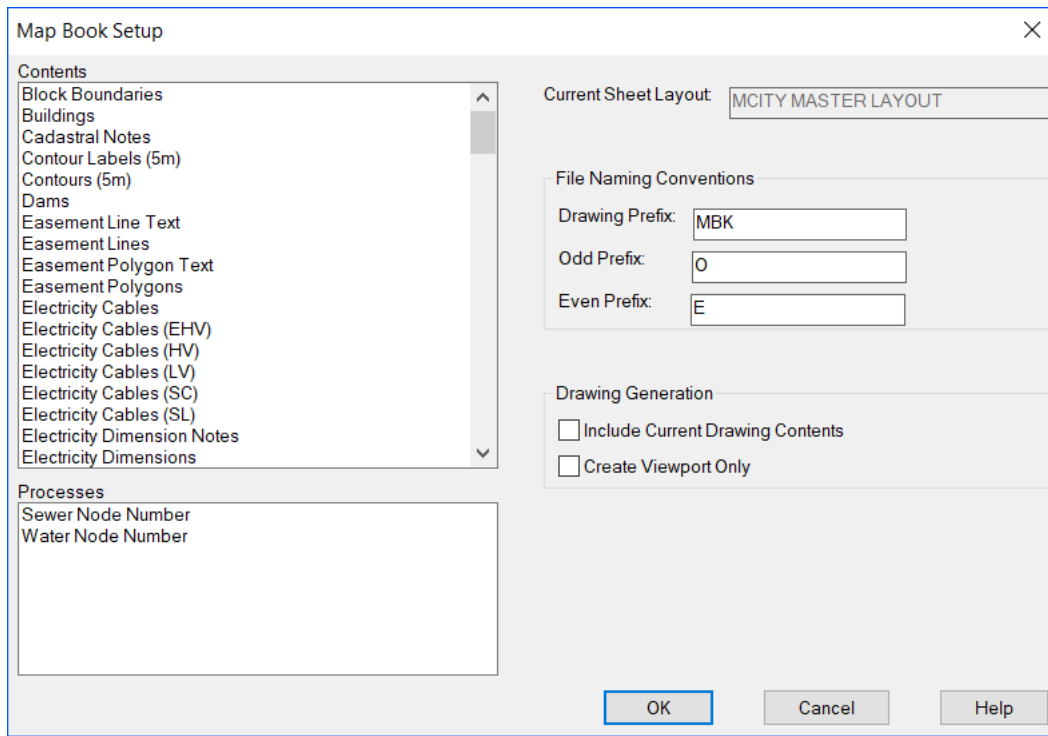


Figure 6 The Map Book Setup dialog box

- 2** From the **Contents** list, select a user or system query to retrieve spatial data from the database, which will be the contents of the map book.
- 3** From the **File Naming Conventions** group, do the following:
- Enter a prefix in the **Drawing Prefix** text box.
This text is a prefix for each single drawing name that is generated.
 - Enter a prefix in the **Odd Prefix** text box.
The prefix will indicate that the drawing refers to an odd page.
 - Enter a prefix in the **Even Prefix** text box.
The prefix will indicate that the drawing refers to an even page.
- 4** From the **Drawing Generation** group, do the following:

- Set the **Include Current Drawing Contents** check box to include current drawing data into the generated map book.
 - Set the **Create Viewport Only** check box to generate a map book without any page settings. This will enable you to use your own title sheet.
- 5 From the **Processes** group, select a user-defined process that, for example, annotates spatial objects to enhance maps. This process is an AutoCAD lisp routine, which is a user-specific request to enhance maps.
 - 6 Click **OK** to apply.

Saving, deleting or loading a map book setup

With this function, you can display a list of available map book setups and save the current map book setup. You also have the option to delete an existing map book setup, and to load an existing setup. If an existing map book setup is loaded, the current MAPBOOK layer is cleared, and the new map book layout is displayed.

To save, delete or load a map book setup

- 1 Choose **Create > Save/Load Map Book...**
- 2 The **Save/Load Map Book** dialog box is displayed

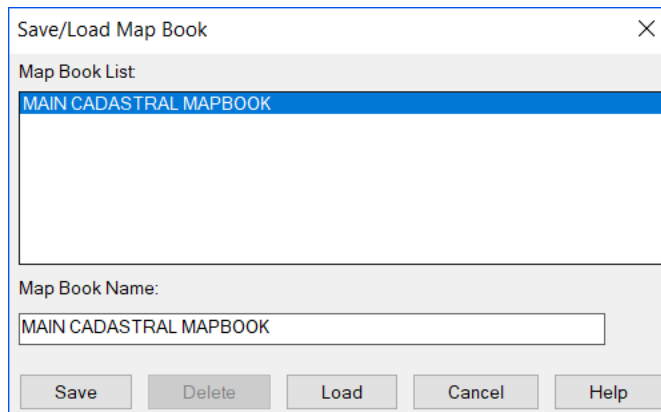


Figure 7 The Save/Load Map Book dialog box

- 3 To manipulate map books, do one of the following:
 - Click the Save button to save the current map book setup.
 - Click the Delete button to delete a saved map book setup.
 - Click the Load button to clear the current map book setup and load an existing map book setup and sheet layout.

Generating sheet drawings

This function is used to generate the drawings from an existing map book setup, after the paper space layout has been set up. The map book setup needs to be loaded before drawings are generated. The current drawing layers, linetypes, and colors need to be configured, as all new drawings will take on the attributes of the current drawing. You need to select the sheets to process, and then generate the drawings. The drawings are saved to the map book directory as configured by the GIS administrator.

To generate sheet drawings

- 1 Choose **Create > Generate Sheet Drawings**.

The following warning message displays:

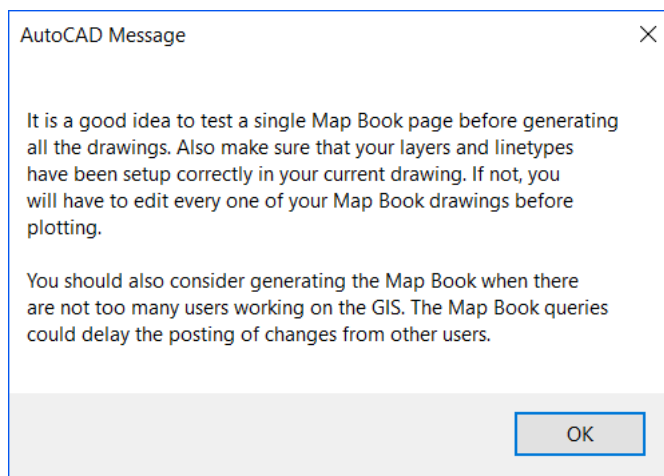


Figure 8 AutoCAD message

- 2 Select the Map Book pages (Text) to generate the drawings.

Generating index drawings

This function is used to generate index pages based on the currently loaded map book setup. A dialog box with available index options to choose from is activated, and you are prompted for the page number to start with. The index drawings are generated to the map book directory as configured by the administrator.

To generate index drawings

- 1 Choose **Create > Generate Index Drawings**.

The Select Map Book Index dialog box is displayed

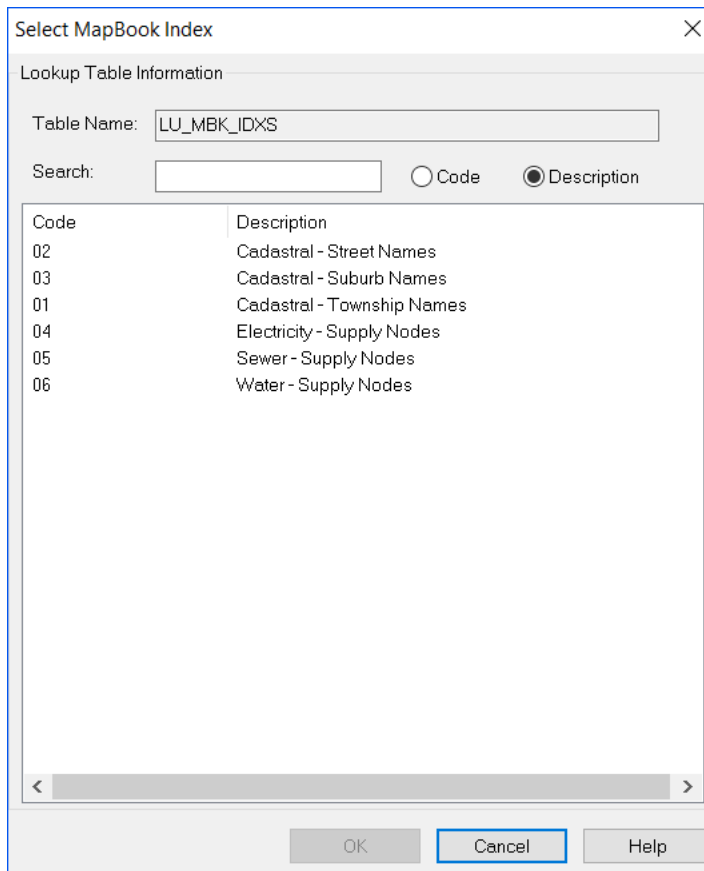



Figure 9 The Select Map Book Index dialog box

- 2 From the list, select the appropriate index option, and then click **OK**.
- 3 Enter the page number to start indexing.



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