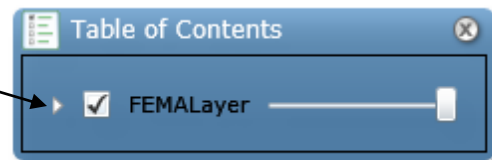# Instructions for using the FEMA Flood Rate Insurance Map
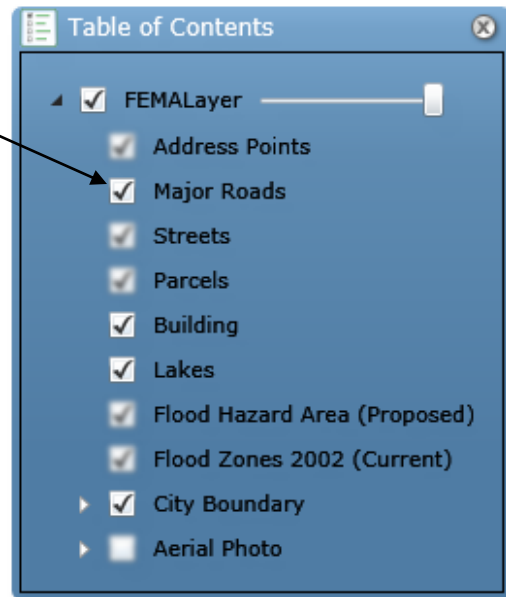
Viewing the FEMA Flood Layer

When the map application initially opens, only the roads, lakes, and city boundary are visible. Below the menu bar is the Table of Contents, which can be expanded by clicking the white arrows to the left of the map layers in the contents. After a layer expands you can turn on or off individual layers by checking or deselecting the checkbox. The FEMA Flood layer has slider bars to control the transparency of the features.

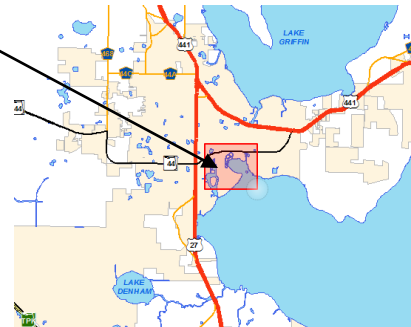1. Click the arrow to expand the FEMALayer, which will list each sub layer.

2. Turn layers on or off by checking or deselecting a checkbox. Checkboxes that are grayed out are only visible/enabled at a certain scale. Zoom in or out to see or enable those layers.
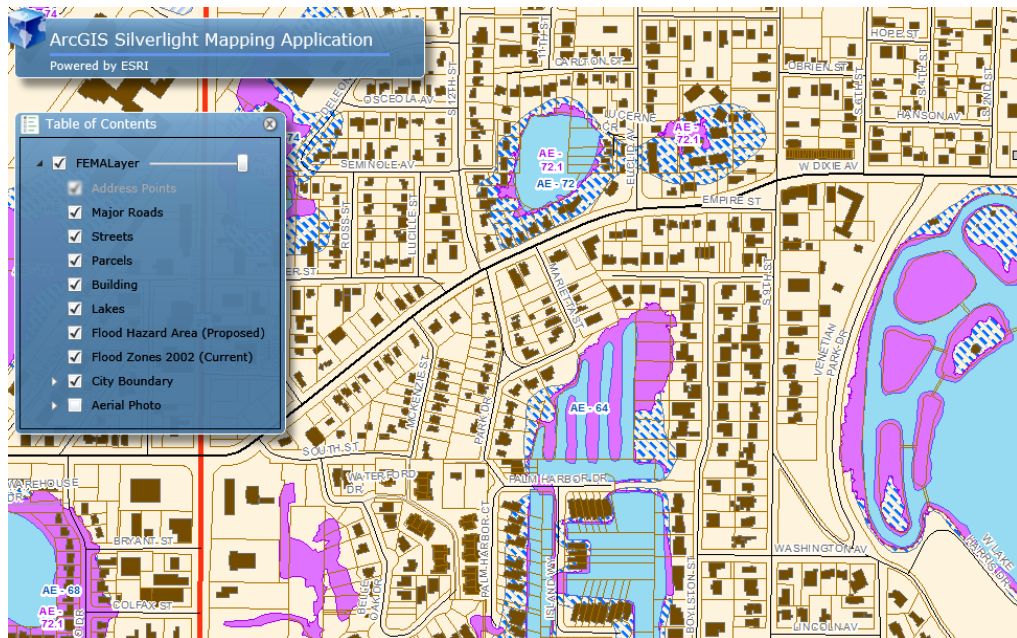
3. Zoom to a certain map location by clicking the Zoom tool in the main toolbar.

4. Click, hold, and drag the mouse arrow over the desired area.

5. After a short wait, the result, depending on your zoom area, will look similar to the image below.
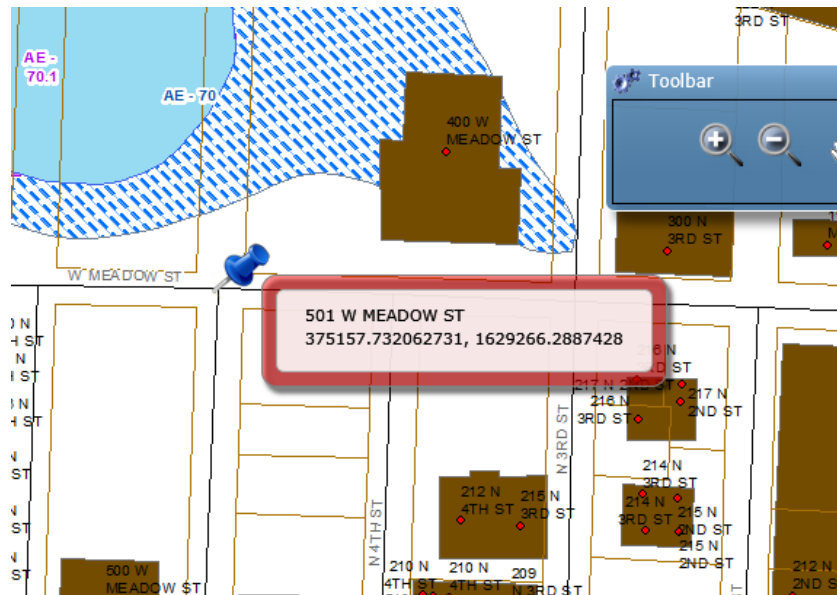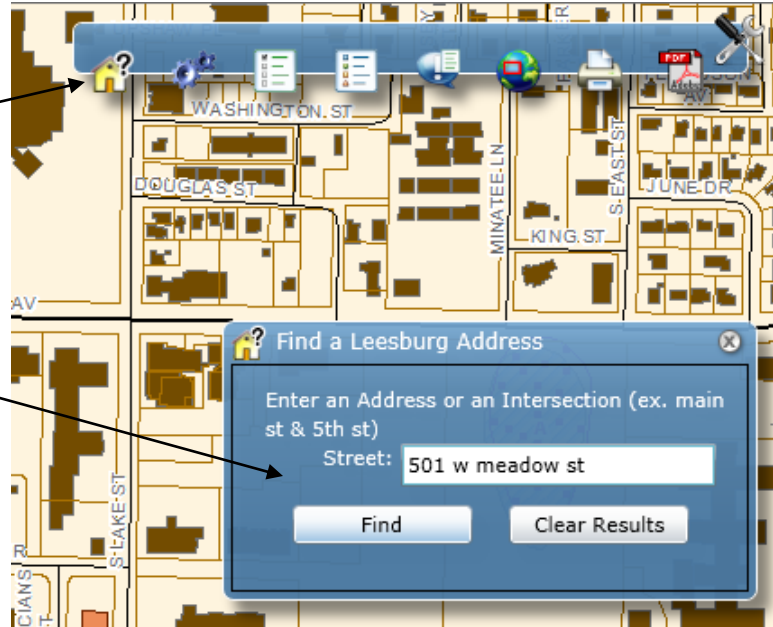
Find Address

Clicking on this tool will bring up the Find a Leesburg Address box.

Enter an address such as 501 w meadow st and click the Find button.

If that address exists then, after a short wait, the application will zoom to it and drop a pin on that location (see image below).

Toolbars

Main Toolbar

1. Zoom In
2. Zoom Out
3. Pan
4. Previous Extent
5. Next Extent
6. Full Extent
7. Identify FEMA Layer
8. Clear All Graphics
9. Full Screen Mode

Toggle Visibility Toolbar

1. Find Address
2. Main Toolbar
3. Table of Contents
4. Map Legend
5. Identify Results
6. Overview Map
7. Print
8. Print to PDF