



## OS MasterMap Vector Data – Order with or without Large Scale Map Preview

Customers can order OS MasterMap Vector data in Stanfords Portal for standard CAD software (dwg/dxf files) or advanced CAD software/GIS systems (ESRI Shapefile).

For both output options, customers can order data by using the pre-defined order area options or user defined options shown below the map window & in the tools panel:

- Draw a box
- Draw a polygon
- Specify height/width
- Specify Top Left / Bottom Right coordinates

Instructions (Quick Guides & full User Guide) for ordering as above can be downloaded from [www.stanfords.co.uk/business-mapping/userguides](http://www.stanfords.co.uk/business-mapping/userguides)

**However this document details the *two different preview options* when purchasing OS MasterMap Vector data:**

- With Large Scale Map preview. £0.75 for 36 hectare view & additional £0.75 for additional 36 hectare preview.
- No Large Scale Map preview. Define your order area by previewing only the OS Streetview (1:10k) mapping (ideal for ordering large areas of data).



*Whichever preview option you choose, Stanfords Portal customers can place a Utilities Plans search request for the area of mapping you purchase by ticking the 'Utility Map' box at the basket stage of your order. For more details see the beforeUdig quick guide or Stanfords Portal User Guide.*

### 1. Order with Large Scale Preview

Log in to Stanfords Portal & enter your search criteria e.g. postcode in the field provided & click search.

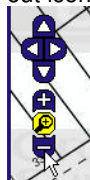
Choose your Site Centre by clicking the Site Centre button adjacent to your required address below the mapping.

Expand required product Category e.g. Map & Height Data for CAD/Vectorworks & the product OS MasterMap Vector (All CAD systems).

Click OK to accept the £0.75 view charge to view 36 hectares of MasterMap.

If your area of interest is shown within the 36 hectare view area then define your order & area & complete your order as required.

If you need to view more than the 36 hectares shown to define your order area click the Zoom out icon in the top left of the map window –



Continue to zoom out in this way until the map window shows a zoomed out view of your 36 hectare view area & a message is displayed asking if you want to pay an additional £0.75 view charge to view a 72 hectare area (additional 36 hectares).

By clicking OK you can then pan around the 72 hectare area to define your order, clicking cancel means you can only view the original 36 hectare area.

#### Manchester

National Service Centre Triangle Business Centre, Fennel Street, Manchester M4 3TR

#### London

Stanfords Digital 12-14 Long Acre, London WC2E 9LP

#### Bristol

Stanfords Digital 29 Corn Street, Bristol BS1 1HT

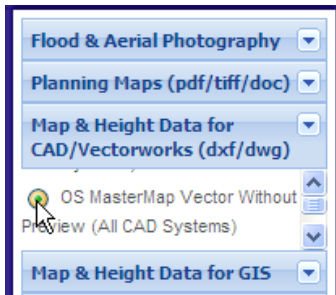
## 2. Order with No Large Scale Map Preview (and therefore no OS preview charges)

This option is ideal for those orders where the users know what area they would like the mapping to cover and therefore don't need to preview the extents in the large scale detail prior to purchase. However please note that once this option has been selected it is not possible to change one's mind and simply switch the large scale preview on. To do this one would have to select the standard OS MasterMap Vector option from the product menu and re-draw the required area again from scratch.

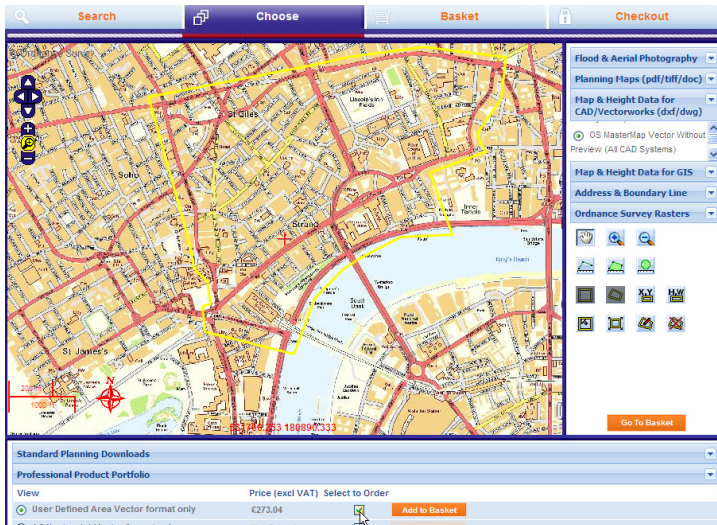
Log in to Stanfords Portal & enter your search criteria e.g. postcode in the field provided & click search.

Choose your Site Centre by clicking the Site Centre button adjacent to your required address below the mapping.

Expand required product Category e.g. Map & Height Data for CAD/Vectorworks & OS MasterMap Vector Without Preview (All CAD Systems).



OS Streetview Mapping is then displayed in the map window. Any of the order options below the mapping can then be selected; the example shown below is User Defined Area & the Draw Polygon tool –



Complete your order by obtaining a price, Add to Basket, Go to Basket, choose file type from the Order format dropdown, (tick the beforeUdig Utilities search request box if required), pay at the checkout stage & then download your order from the Order History section of your Portal account.

For more detailed instructions on ordering products download the required product quick guide or the full Stanfords Portal User Guide from [www.stanfords.co.uk/business-mapping/userguides](http://www.stanfords.co.uk/business-mapping/userguides)

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