







Order OS Mid/Small Scale (10k to 250k data)

Steps to follow	
<ol style="list-style-type: none"> 1. Complete the registration form & payment via Stanfords Portal homepage or if already registered - 2. Enter username & password at homepage 3. Enter postcode in Choose an Area field & click search 4. Choose your site centre from address list below the map window 5. Select either OS Open Data or OS Mid/Small Scale Product Category's & select your required product from the lists shown e.g. OS Streetview (10k). 6. Click "View" in one of the Pre-defined order area sizes displayed below the map window – your choice is displayed by the yellow square on the map window (User-Defined order options are shown in the column to the right) 7. If required click the Move the order area icon & drag & drop your order area as required 8. Tick "Select to Order" next to your chosen product 9. When price is shown, click "add to basket" – return to search screen if ordering multiple sites 10. When finished ordering click "Go to Basket" 11. Choose required file format (JPEG or GeoTIFF) in Data Format field & add order reference in field below if required then click "Submit" 12. Accept terms & conditions (for each map) & click "Pay Using WorldPay" or "Pay by Invoice" if you have a credit account 13. Following payment, return to Stanfords Portal 14. Click "My Account" (top right) 15. Select "Order History" from the menu displayed 16. Select "Click for Order Details" next to your order number 17. Click the orange download button & save your map file to your PC, double click the zip file & open the data file 	<p>OS Mid / Small Scale Available in 'OS Open Data' Product Category:</p> <ul style="list-style-type: none"> • OS Streetview 1:10k • OS 1:250k <p>OS Mid / Small Scale Available in 'OS Mid/Small Scales (using Open Data preview)' Product Category:</p> <ul style="list-style-type: none"> • OS 1:10k colour • OS 1:10k b/w • OS 1:25k • OS 1:50k <p>User Defined Order Options: Draw Order Area Box –</p>  <p>After clicking this tool icon, click on the mapping & hold down the left mouse button. Move the mouse up/down to increase/decrease the order area size & move the mouse left or right to rotate the order area.</p> <p>Draw Order Area Polygon</p>  <p>After clicking this tool icon you can draw an irregular polygon using single left mouse button clicks on the mapping to define your order area, double click the mouse to close the Polygon.</p> <p>Define Box Coordinates</p>  <p>After clicking this tool icon you can define your order area by entering Top Left & Bottom Right coordinates Tab through the coordinate fields & tab out of the 4th coordinate field, the area you define is then displayed as a yellow box.</p> <p>Define Box Dimensions</p>  <p>After clicking this tool icon you can define your order area by entering Height & Width dimensions in the fields provided.</p>

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