

9. Annotation


The Desktop Client supports user-defined notes (annotations) that you can add directly to a 3D map view. This feature is convenient for analysts who want to add notes to a project's 3D map view regarding event-planning, training, and after-action review.

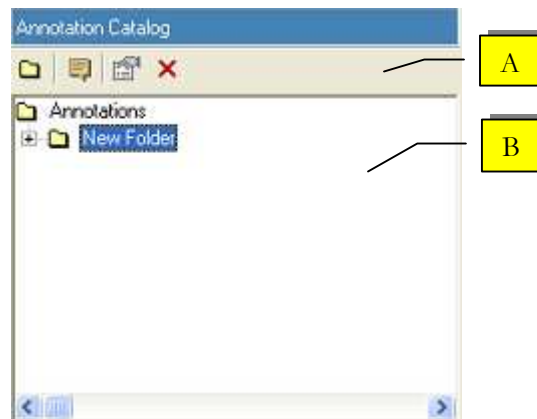
This chapter contains information for adding, editing, and removing notes from a project's 3D map view. It includes these sections:

- ◆ **9.1 Access the Annotation Catalog Pane.** Explains how to access the Annotation Catalog pane so you can perform annotation related activities.
- ◆ **9.2 Create a Folder.** Explains how to create a folder for organizing a project's annotations.
- ◆ **9.3 Create a Note.** Explains how to create a note.
- ◆ **9.4 Edit a Note.** Explains how to edit an existing note.
- ◆ **9.5 Place a Note in the 3D Map View.** Explains how to place an annotation in a 3D map view.
- ◆ **9.6 Navigate to a Note.** Explains how to locate a note in a 3D map view.

9.1. Access the Annotation Catalog Pane





A project's annotations are listed in the Annotation Catalog pane. This is the pane where you can add, edit, and remove, and relocate annotations in the active project's 3D map view. To access this pane, follow these steps.

1. From the main toolbar, click **Annotation** (.
2. The Annotation Catalog pane opens with its own toolbar. **Note:** The toolbar is disabled until you select a folder from the pane.



3. Explanations of the various areas of the Annotation Catalog pane appear below.


A. **Annotation Catalog toolbar.** Use these icons to manage all project annotations.

Icon	Purpose
	Create a new folder
	Add a new note
	Edit the selected item
	Removed the selected item.

B. **Annotation Catalog pane.** Lists the annotations associated with the current project.

9.2. Create a Folder

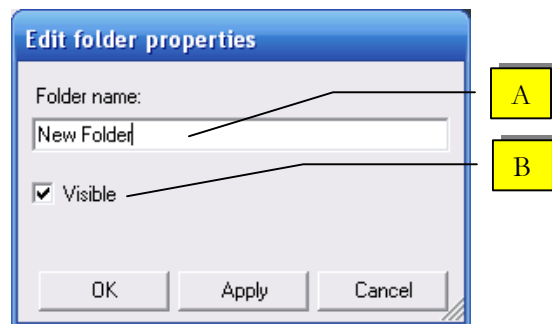
The Annotation Catalog pane displays a folder structure for organizing a project's annotations into categories. This section explains how to create and edit a folder. Follow these steps.

1. From the Annotation Catalog pane, click the Annotation folder to activate the Annotation Catalog toolbar.
2. From the Annotation Catalog toolbar, click **Create a new folder** ().

-OR -

Right-click a folder and select **Add folder** from the pop-up menu.

3. The Edit folder properties dialog box opens.




4. The Edit folder dialog box contains a field and a checkbox:
 - A. **Folder name.** This is the field where you type the name of the new folder, as it will appear in the Annotation Catalog pane.
 - B. **Visible checkbox.** Check this box to make all annotations in the folder visible on the 3D map. If you uncheck the box, the annotations stored in the folder will not appear on the map.

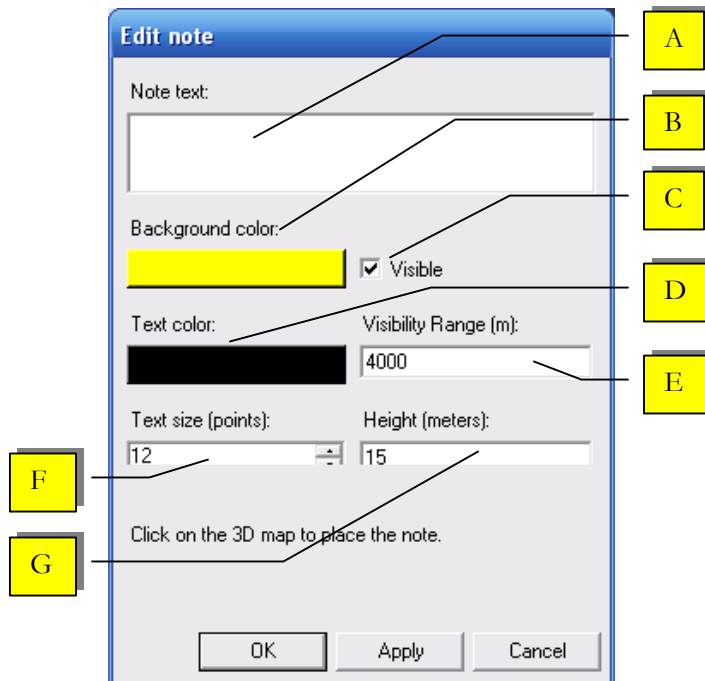
5. Enter or edit the folder name, then click **OK**.
6. The name of the new folder now appears in the Annotation Catalog pane.
7. You can later edit the folder by double-clicking it or right-clicking it and selecting **Properties** from the pop-up menu.

9.3. Create a Note

This section explains how to create a note . **Note:** These steps assume the Annotation Catalog pane is already open. See section 9.1, “Access the Annotation Catalog Pane.”

Follow these steps.

1. From the Annotation Catalog pane, click **Add a new note** ().
-OR -
Right-click a folder and select **Add note** from the pop-up menu.
2. The Edit note dialog box opens.



The Edit note dialog box includes these fields:

- A. **Note text.** Defines the text that will be displayed in the note.
- B. **Background color.** Defines the background color for the note. This background appears in a rectangular shape called the “note billboard.”
- C. **Visible.** Check this box if you want the note to be visible in the 3D map view.
- D. **Text color.** Defines the color of the note text.

- E. **Visibility Range.** Defines the maximum distance from the observer where the note is visible in the 3D map view. The note is invisible beyond this distance.
 - F. **Text size.** Defines the size of the note text (in points).
 - G. **Height.** Defines the height of the note billboard from the ground (in meters).
3. Edit the values in the dialog box where necessary, then click **OK**.
 4. You'll return to the main Desktop Client window. The new note now appears in the Annotation Catalog pane, under its associated folder, listed in alphabetical order (according to its text).

9.4. Edit a Note

The steps for editing a note are similar to those for creating one. Follow these steps.

1. From the Annotation Catalog pane, double-click a note to select it.

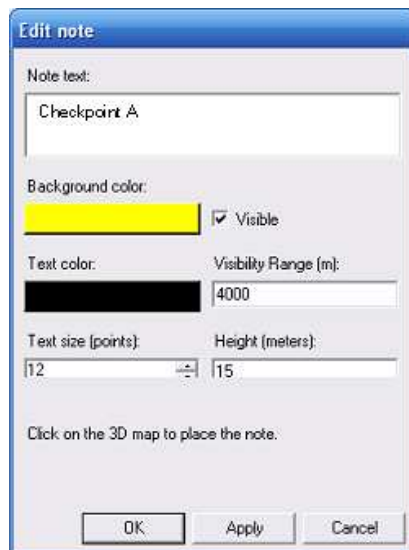
–OR–

Right-click the selected note and click **Properties** from the pop-up menu.

–OR –

Click **Edit the selected item** ().

2. The Edit not dialog box opens.



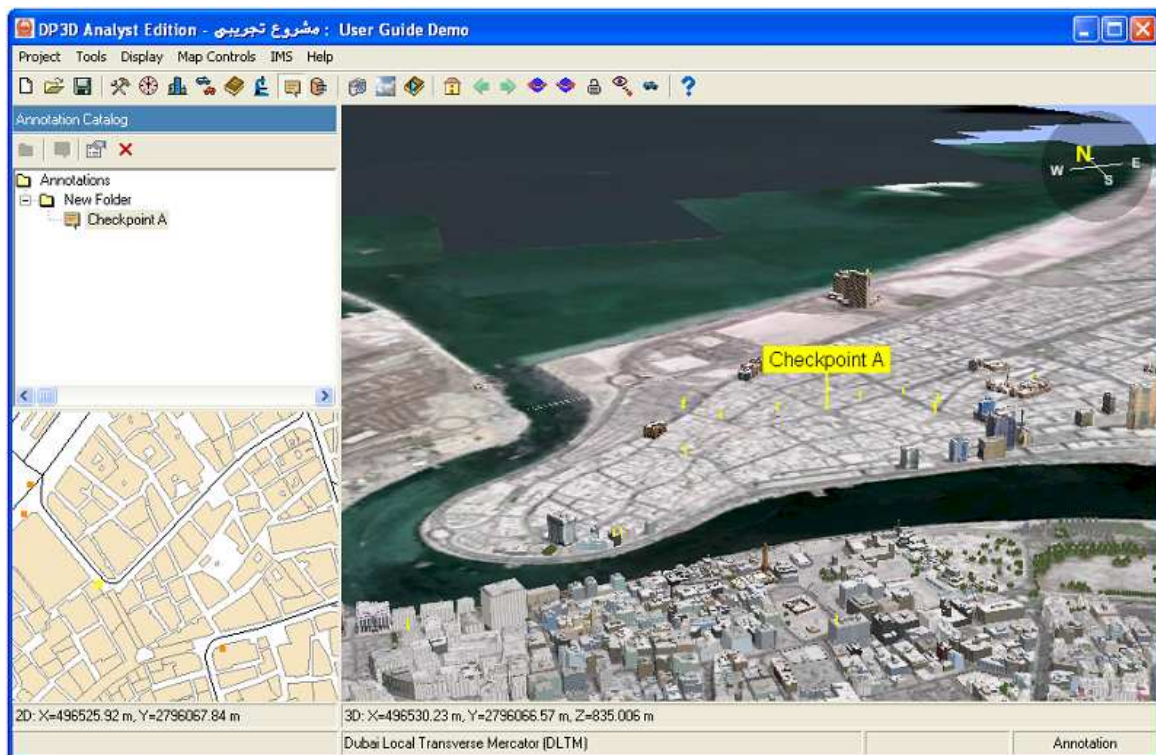
3. For details about the fields, see section 9.3, “Create a Note.”
4. Edit the values in the dialog box where necessary.
5. When you finish making changes, click **Apply**, then click **OK**.

9.5. Place a Note in the 3D Map View

This section explains how to place a note in a project's 3D map view. Follow these steps.

Before you begin: Make sure the Edit note dialog box is already open with its note text entered. See section 9.4, “Edit a Not.”

1. Use your cursor to navigate to the location in the 3D map view where you want to place the note.
2. Click the location in the 3D map view.
3. The note is inserted on top of the 3D map view at the location you clicked. It looks similar to the Checkpoint_A note in the illustration below. The note appears on a yellow “billboard” with black text on the 3D map view.



4. Click **Apply** to attach the note to the 3D map view.
5. Click **OK** to permanently affix the note to the 3D map at the location you specified and close the dialog box.



9.6. Navigate to a Note

This section explains how to navigate to a specific note in the 3D map view.

Note. These steps assume the Annotation Catalog pane is already open.

Follow these steps.

1. From the Annotation Catalog pane, right-click a note.
2. Select **Locate on map** from the pop-up menu.
3. The 3D map view resets its center coordinates to the selected note. The note you selected should now appear in the center of your map view.