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Luke's Dashboard

Thursday, April 1, 2010
START NEW PROJECT ▶

Organization
Active Projects
Completed Projects

Projects ending this week

[Metro Assoc](#)

[RFF Test](#)

Your Active Projects (26): 0% COMPLETED

PROJECT NAME ↕	STATUS ↕	START DATE ↕	END DATE ↕
ZIP Code Mailing	IN-PROGRESS		
Salem Fields	IN-PROGRESS		
Pravenwalk April 13	IN-PROGRESS	04-13-10	
Food Drive April 2010	IN-PROGRESS		
April 2010 Mailing	IN-PROGRESS	03-25-10	
Pravenwalk April 2010	IN-PROGRESS	04-10-10	
Door Hanger March 2010	IN-PROGRESS	03-20-10	
Pravenwalk March 2010	IN-PROGRESS	03-20-10	03-27-10

Recommended Links

Mapping Center

PO Box 6801
Leawood, KS 66206-0801
www.mappingcenter.org

VIEW ORGANIZATION ▶

Primary Contact

Luke Smith
luke@mappingcenter.org

Text Captions

Go to your dashboard and click **Create New Project**.

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[◀ Back to Organization](#)

Create Project

Title: *REQUIRED FIELD*

Type: *REQUIRED FIELD*

Description:

Start Date:

End Date:

Project Key

Above is the key for this project. You may give this key to another coordinator of this project so that they can login to view and edit the project.

[SAVE PROJECT ▶](#)

[Cancel](#)

Last Saved: Never

Project Areas

[EDIT PROJECT AREAS](#)

Text Captions

Enter a Project Title and Project Type.

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Create Project

Title: REQUIRED FIELD
ENTER A TITLE

Type: REQUIRED FIELD

Description:

Start Date:

End Date:

Project Key

Above is the key for this project. You may give this key to another coordinator of this project so that they can login to view and edit the project.

[SAVE PROJECT](#)

[Cancel](#)

Last Saved: Never

Project Areas

0 Areas

0 Participants

Homes

[EDIT PROJECT AREAS](#)

Text Captions

To select your mailing area, click **Edit Project Areas**.

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The screenshot displays the 'Define Project Areas' web application interface. At the top, there is a search bar with a 'FIND' button and a 'SAVE AREAS' button. Below the search bar is a toolbar with icons for 'PAN & ZOOM', 'DIRECT SELECT', 'AREA SELECT', 'RADIUS SELECT', 'UNDO SELECT', and 'ZOOM TO PROJECT'. A status bar indicates 'Now viewing ZIP+2'. The main area is a map of Leawood, Kansas, showing streets, parks, and landmarks like the Leadwood Aquatic Center. The map is overlaid with a grid of diamond-shaped markers. On the right side, there is a sidebar with a '+ CREATE NEW AREA' button, a text input field labeled 'New Area', and 'MERGE CHECKED' and 'DELETE CHECKED' buttons. The map interface includes a 'Map' tab and other map style options like 'Satellite', 'Hybrid', and 'Terrain'.

Text Captions

Enter the address for the start point of your radius and click **Find**.

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Define Project Areas

8615 Rosehill Rd, 66215 FIND

SAVE AREAS

Now viewing ZIP-2

PAN & ZOOM DIRECT SELECT AREA SELECT RADIUS SELECT UNDO SELECT ZOOM TO PROJECT

Map Satellite Hybrid Terrain

+ CREATE NEW AREA

Select map markers to add or remove them from the highlighted area.

New Area

Edit Label Zoom to Fit

Key: FAB175

0 Homes/0 Reached

MERGE CHECKED DELETE CHECKED

Text Captions

It will locate the address with a blue marker. Then select an area on the right to put the radius into.

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Define Project Areas

SAVE AREAS

8615 Rosehill Rd, 66215 FIND

PAN & ZOOM DIRECT SELECT AREA SELECT RADIUS SELECT UNDO SELECT ZOOM TO PROJECT

Now viewing ZIP-2

Map Satellite Hybrid Terrain

+ CREATE NEW AREA

Select map markers to add or remove them from the highlighted area.

Radius Area

Save Label Zoom to Fit

Key: FAB175

0 Homes/0 Reached

MERGE CHECKED DELETE CHECKED

Text Captions

Click Edit Label, enter a name for the radius area or mailing, and hit Enter to save.

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Define Project Areas

8615 Rosehill Rd, 66215 FIND

SAVE AREAS

PAN & ZOOM DIRECT SELECT AREA SELECT RADIUS SELECT UNDO SELECT ZOOM TO PROJECT

Now viewing ZIP+2

Map Satellite Hybrid Terrain

+ CREATE NEW AREA

Select map markers to add or remove them from the highlighted area.

Radius Area

Edit Label Zoom to Fit

Key: FAB175

0 Homes/0 Reached

MERGE CHECKED DELETE CHECKED

Text Captions

Choose **Radius Select**.

Drag and draw the radius.

Slide 19 - Slide 19

The screenshot displays the 'Define Project Areas' interface. At the top, there is a search bar containing '8615 Rosehill Rd, 66215' and a 'FIND' button. Below the search bar is a toolbar with icons for 'PAN & ZOOM', 'DIRECT SELECT', 'AREA SELECT', 'RADIUS SELECT', 'UNDO SELECT', and 'ZOOM TO PROJECT'. A text box next to the toolbar says 'Select the center point for the circle'. The main map area shows a street grid with several red circular markers representing radius areas. On the right side, there is a sidebar with a '+ CREATE NEW AREA' button, a 'Radius Area' label, an 'Edit Label' link, a 'Zoom to Fit' button, a 'Key: FAB175' field, a '12957 Homes/0 Reached' counter, and 'MERGE CHECKED' and 'DELETE CHECKED' buttons. The map includes labels for streets like W 79th St, W 87th St Pkwy, and highways like I-35 and US-169.

Text Captions

Your area will then show the number of homes selected.

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Text Captions

If you selected too many homes, you can unselect some of the areas. Click **Direct Select**.

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Text Captions

Once you choose **Direct Select**, click on the red select icons that you want to unselect. Each time you do this, your home count will update.

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Text Captions

Once completed, click **Save Areas**.

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Create Project

Title: REQUIRED FIELD

Type: REQUIRED FIELD

Description:

Start Date:

End Date:

Project Key

LXJ928

Above is the key for this project. You may give this key to another coordinator of this project so that they can login to view and edit the project.

SAVE PROJECT ▶

[Cancel](#)

Last Saved: 04-01-10 12:16 PM

Project Areas

0 Areas

0 Participants

Homes

EDIT PROJECT AREAS

Text Captions

Click **Save Project**.

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Radius Mailing

Project Key: LXJ928

Status: *IN-PROGRESS*

Start Date:

End Date:

[VIEW ASSIGNED HOMES ▶](#)

[EDIT PROJECT ▶](#)

Contact

Coordinators

No Coordinators Assigned

Participants

No Participants Assigned

Project Info

Adopted / Assigned / Reached 9850 / 0 / 0

HOME STATUS	COUNT
Total Adopted	9850
Total Assigned	0

Text Captions

Click **View Assigned Areas**.

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[◀ Back to Project Summary](#)

Project: Radius Mailing

Your Assigned Homes (9090): 0% COMPLETED

Select Project Area

Show Homes

100 per page

Show PO Boxes

PRINT OPTIONS ▼[Export Addresses as CSV File](#)1 | 2 | 3 | 4 | 5 | ... 91 | « Previous | Next »

REACHED ⇅	FOLLOW-UP ⇅	NAME ⇅	ADDRESS ▲	
<input type="checkbox"/>		HURLEY, SEAN	7724 NIEMAN RD OVERLAND PARK, KS 662141400	View Details
<input type="checkbox"/>		NELSON, MARY	11500 W 77TH ST SHAWNEE MISSION, KS 662141402	View Details
<input type="checkbox"/>		HOLLADAY, KRISTINE	11508 W 77TH ST SHAWNEE MISSION, KS 662141402	View Details
<input type="checkbox"/>		GANDHI, SUDHIR	11516 W 77TH ST OVERLAND PARK, KS 662141402	View Details
<input type="checkbox"/>		PIERCE, NOEL	11524 W 77TH ST OVERLAND PARK, KS 662141402	View Details
<input type="checkbox"/>		PATRICK, BILL	11810 W 79TH ST SHAWNEE MISSION, KS 662141404	View Details

Text Captions

If you want to included PO Boxes in your mailing, click **Show PO Boxes**.

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The screenshot displays the 'Project: Radius Mailing' interface. At the top left, there is a link for 'Back to Project Summary'. The main heading is 'Project: Radius Mailing' with a 'Please Wait' overlay. Below this is a progress bar for 'Your Assigned Homes (9090)' which is currently at '0% COMPLETED' and is in a 'Loading...' state. To the right, a status box indicates 'Status: IN-PROGRESS' and contains input fields for 'Start Date:' and 'End Date:'. Below the progress bar are filters for 'Select Project Area' (set to 'All Areas'), 'Show Homes' (set to 'All Homes'), and '100 per page'. There is also a 'Show PO Boxes' checkbox. A 'PRINT OPTIONS' button and a link to 'Export Addresses as CSV File' are visible. At the bottom, a table lists the assigned homes with columns for 'REACHED', 'FOLLOW-UP', 'NAME', and 'ADDRESS'. Each row includes a checkbox, the name of the individual, their address, and a 'View Details' link.

REACHED	FOLLOW-UP	NAME	ADDRESS
<input type="checkbox"/>		HURLEY, SEAN	7724 NIEMAN RD OVERLAND PARK, KS 662141400 View Details
<input type="checkbox"/>		NELSON, MARY	11500 W 77TH ST SHAWNEE MISSION, KS 662141402 View Details
<input type="checkbox"/>		HOLLADAY, KRISTINE	11508 W 77TH ST SHAWNEE MISSION, KS 662141402 View Details
<input type="checkbox"/>		GANDHI, SUDHIR	11516 W 77TH ST OVERLAND PARK, KS 662141402 View Details
<input type="checkbox"/>		PIERCE, NOEL	11524 W 77TH ST OVERLAND PARK, KS 662141402 View Details
<input type="checkbox"/>		PATRICK, BILL	11810 W 79TH ST SHAWNEE MISSION, KS 662141404 View Details

Text Captions

Click **Export Addresses as CSV File**.

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[◀ Back to Project Summary](#)

Project: Radius Mailing

Your Assigned Homes (9090): 0% COMPLETED

Status: IN-PROGRESS

Start Date:

End Date:

Select Project Area: Show Homes:

Show PO Boxes

[PRINT OPTIONS ▼](#) [Export Addresses as CSV File](#) 1 | 2 | 3 | 4 | 5 | ... 91 | ◀ Previous | Next ▶

REACHED ↕	FOLLOW-UP ↕	NAME ↕	ADDRESS ▲	
<input type="checkbox"/>		HURLEY, SEAN	7724 NIEMAN RD OVERLAND PARK, KS 662141400	View Details
<input type="checkbox"/>		NELSON, MARY	11500 W 77TH ST SHAWNEE MISSION, KS 662141402	View Details
<input type="checkbox"/>		HOLLADAY, KRISTINE	11508 W 77TH ST SHAWNEE MISSION, KS 662141402	View Details
<input type="checkbox"/>		GANDHI, SUDHIR	11516 W 77TH ST OVERLAND PARK, KS 662141402	View Details
<input type="checkbox"/>		PIERCE, NOEL	11524 W 77TH ST OVERLAND PARK, KS 662141402	View Details
<input type="checkbox"/>		PATRICK, BILL	11810 W 79TH ST SHAWNEE MISSION, KS 662141404	View Details

Text Captions

You can then email the CSV file to the person running the mailing or create a mail merge in Microsoft Word or another word processing application.