Oregon Archaeological Records Remote Access User Guide

November, 2014
Conducting online research

• Launch a web browser to begin a session. Firefox or Chrome is recommended
• Navigate to URL included in your account confirmation email.
  https://maps.prd.state.or.us/shpo/archaeoview.html
• You will be prompted to enter user name and password at the login screen.
Login Screen

Insert user name from confirmation email

Insert password from confirmation email

Click OK
Tools and Data

- Identify Features, Zoom, and search queries
- Zoom Data Frame In/Out
- Data Frame where sites and surveys will be displayed
- Sites and Surveys Query Results
- Table of Contents
## Table of contents

- **Legend** - What is being shown in the Data Frame. This will include the sites and surveys.
- **Layer Visibility** - Check which layers you want to be visible in the Data Frame.
  - SHPO Quads 15min - 15min series maps with original annotation of sites and surveys. Used to reconcile discrepancies in the data.
  - Archaeological Info - The site and survey data. Make sure this is checked to view sites and surveys in data frame.
  - SHPO Quads 7.5min - 7.5min series maps with original annotation of sites and surveys. Used to reconcile discrepancies in the data.
  - SHPO Quads Overlaps - Miscellaneous maps with original annotation of sites and surveys. Used to reconcile discrepancies in the data.
  - TRS Layer - Layer depicting Township, Range and Section.
  - GLO Maps - Seamless georeferenced GLO maps. Includes the earliest complete GLO for the area. Other later maps may not be included.
- **Locate Address/Town-Range-Sec** - Query allowing search by address, Lat/Long, or by TRS.
- **Basemaps** - Choose from different base maps including, USGS Quads, aerial imagery, Streets, and others.
- **Print Map** - Print a copy of the Data Frame.
- **Draw/Add Text** - Draw in your project area or add reference annotation to the Data Frame.
Accessing TOC Sections

To access different sections click on preferred to expand. Once expanded, access data for that section. To change basemap click on preferred.

- **Legend**
  - **Layer Visibility**
    - Click to toggle the visibility of layers
    - Layers are not visible when zoomed out
    - [ ] SHPO Quads 15min
    - [x] Archaeological Info
    - [ ] SHPO Quads 7.5min
    - [ ] SHPO Quads Overlaps
    - [ ] TRS Layer
    - [ ] GLO Maps

- **Legend**
  - **Locate Address/Town-Range-Sec**
  - **Basemaps**
    - **National Geographic**
    - **Oceans**
    - **OpenStreetMap**
    - **USGS Topo**

- **Legend**
  - **Basemaps**
  - **Print Map**
  - **Draw/Add Text**
Searching for a location

Enter Street address or known locale

Click Locate and data frame will zoom to location

To search by TRS, scroll down

Enter Township and select North or South

Enter Range and select East or West

Enter Section

Click Find TRS and Data Frame will zoom to location
What you will see when zoomed to location
Tools used in Data Frame

- ID individual feature
- Zoom
- ID multiple features with lasso
- Go to previous/next extent

Search by Site or Report number. Formatting for site numbers is important. Include space after county and include five characters for number. 35MA 00001

Click Help to open the user manual

If you find errors in the data or are having issues with the interface, click Send Feedback to open an email that will be sent to the OR SHPO. Staff will address your issue. This is the best way to give feedback. Please do not call SHPO staff regarding errors in data.
Identifying Features

Choose the lasso ID tool and click and drag in data frame to ID features.

Identified features highlighted in blue.

Data Frame zooms to identified features.

Results of query are returned below.

Scroll down to view all results.
Query Results

- Zoom to individual feature by clicking.
- Sort any column by clicking on column header.
- Site Type will be listed if field has been populated.
- Report numbers listed. If no report number, feature has not been associated with a report.
- Site numbers listed. If no number, see comments for information.
- National Register status listed. If value is Null, assume site is unevaluated and treated as eligible, even if site form states differently.
- See comments for additional information.
- Scroll down to view additional records.
Accessing Site forms and Survey reports

Click on site number to access link

Click on report number to access link

Click to download. Download speed may depend on file size and internet connection
Annotating the Data Frame

- Click on the section to access
- Type desired text
- Choose color
- Click and place in data frame
- Draw desired shape
- Annotation will be placed

Add desired annotation, choose color and add to map

To draw in data frame, click

Click Here Then on Map to Add

Draw Freehand Polyline

Clear All Map Graphics
Printing a Map

Click on section to expand

Click to select map option then click Print

Map will be exported to pdf. Print or save.*

* Do not include maps with locations of known sites in public documents
Notes

• There is a time out limit of 2 hours. After 2 hours of no activity you will need to close out the session and log back in.

• Depending on use traffic site and internet connection performance may vary, especially downloading pdf’s of site forms and reports.

• While the database is updated daily of sites and surveys, additional information may be available at the SHPO office that will not be included online. This includes additional GIS data not provided online (e.g. offshore coastline data), context statements, historic cemetery information and reports requiring tribal approval for viewing.