

# **USER GUIDE**

# **GLOBAL GEOGRAPHY LIBRARY**

Version 2.0 (March 2025)

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# **BROWSING CONTENT**

**East View's Global Geography Library (GGL)** delivers thousands of maps and related publications on a single platform. GGL databases are organized across seven families: Aeronautical, Atlases, Earth Sciences, Maritime, Terrain Analysis Reports, Thematic, Reference, Commercial, Educational (TRCE), and Topographic.

When a user opens one of the GGL family databases, all subscribed content within that family will be displayed. If a user subscribes to content from multiple GGL families, they will need to open each individual GGL family database to see the corresponding subscribed content (e.g., nautical charts are only viewable within the GGL Maritime database, geological maps are only viewable within the GGL Earth Sciences database, topographic maps are only viewable within the GGL Topographic database, etc.).





There are four different views to display your content, located in the upper right part of the main panel.

- **Thumbnail view** (default) shows a thumbnail image of the item (typically the map or chart itself, otherwise the first page for atlases or other multi-page content), and the title which, if long, can be fully displayed by hovering over the thumbnail.
- **Detail view** shows thumbnail and more complete metadata. Does not require hovering over the thumbnail to display the full title.
- List view shows content in a list and has important metadata alongside the title of the item. No thumbnail is shown.

• **Map View** (where available) displays a basemap with pins representing content. Click on the pin to open a small pop-up that will show you relevant content titles; click on a title to open the content.

**Note:** Map View is set by default to display 20 items per page, meaning only the first 20 items will appear as pins on the map. Use the page navigation on the upper right to see the next 20 items displayed on the map, and so on. To view more content on the map at one time, change the viewing option to "100 per page." Alternatively, filters in the left panel or the search function can be used to narrow down which items display on the Map View.



Displayed items may be sorted in various ways using the "sort by" option near the top of the main panel.

- Title (A-Z) and Title (Z-A): sort content by the Title (Original) and Title (English) field values.
- Year Published (Newest First) and Year Published (Oldest First): sort content based on publication year.

Next to the "sort by" options are options to view 10, 20, 40, 100 items per page (default is set to 20) and an option to arrange items by set or by item.

Faceted navigation in the left panel allows users to browse content using a variety of filters, such as:

- Collection
- Publication Type
- Map Series
- Geographic Region
- Country/Region
- Scale
- Edition
- Year Published
- Publisher
- Language

Note: Filters and sorting options may vary slightly depending on which GGL database you are using.

# **VIEWING CONTENT**

When hovering over the name of an item, a pop-up window provides three viewing options: PDF and Hi-Res for viewing the content itself, and Show Details for displaying the item metadata.

**Note:** For some content (in particular non-map publications), users only have the option to Open (in PDF mode) or Show Details. Other publication types, like GIS Vector Data, will only have the option to Download or Show Details. Clicking on "Download" will start your browser downloading the content you have selected.





#### PDF Mode

In PDF mode, maps are viewed in PDF format. The GGL interface provides a number of tools and features (highlighted above, from left to right):

- Settings Menu (language, light/dark mode option, keyboard shortcuts)
- Left panel view (toggle on/off)
  - Thumbnail view
  - Table of contents view (where available)
- Detailed metadata pop-up
- Citation generator
- Download as PDF\*

- Print\*
- Page Transition, Orientation, and Layout controls
- Marquee zoom
- Zoom and fit controls
- Pan tool
- Select tool
- Page navigation

In addition, users can search text within the publication or map (note: this applies only to born-digital publications or content that has been OCR'ed).

\* Due to copyright restrictions or the access model purchased, there may be content within your subscription that does not allow for printing or downloading.



#### **Hi-Res Mode**

In Hi-Res mode, maps are viewed in a IIIF format. This format allows large and detailed graphics files (in this case the original 400 dpi resolution map raster images) to load quickly and retain greater detail while maximally zooming in.

The following tools are available in Hi-Res mode:

- Zoom in/out (upper left corner)
- · Zoom to full image extents (upper left corner)
- Full screen option (upper right corner)
- Scroll wheel: zoom in/out
- · Left click hold + drag mouse: pan around image
- Double left click: zoom in
- Alt+Shift+drag mouse: rotate image
- Shift+drag mouse (creating a window/box): marquee zoom

**Note:** Download, print, metadata, citation, and search functions are **NOT** available in Hi-Res mode. These functions are available in the PDF version of the same map file.

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# Show Details Mode

In Show Details mode, a pop-up window displays the publication name, a small image of the publication, metadata (brief or detailed), and a link to Open the publication in PDF mode.

The default display for metadata is a brief entry, which includes the most essential information. The detailed metadata entry includes any additional metadata fields. The metadata information available may vary depending on multiple factors, including content type. For additional metadata (where available), or support for MARC records, please contact East View at **evisops@eastview.com**.

# SEARCHING CONTENT

A keyword search bar is available at the top of the home page. By default, the keyword search will search all metadata fields and all OCR'ed text for all publications in the collection. Use the dropdown to the right of the keyword search box to limit your search to Title, Map Index, or Search in Text. (Note: this dropdown feature may vary or not be available depending on which GGL database you are using.)

Add additional keyword search fields by clicking the "+" icon (a maximum of three search fields are permitted). Once additional search fields are added, use the dropdown to select the Boolean operators AND, OR, or NOT to further refine your search.

Search terms may be entered in any relevant language. A virtual keyboard for Arabic, Belarusian, English, Old Russian, Russian, and Ukrainian is available to the right of the keyword search box. Some languages are not yet supported.



Search results are displayed in whichever viewing mode was selected for browsing, but can be toggled between Thumbnail, Detail, List, and Map views. Results can be sorted by Title (ascending/descending) or Year Published (oldest/newest first). Use the filters in the left panel to further refine the search results.

Clicking on a search result displays the three viewing options: PDF, Hi-Res, and Show Details (see above for more information on each viewing mode). In PDF mode, the search term(s) and results are displayed in the right panel and the search terms are highlighted on the PDF pages. Note that this only applies to born-digital publications or OCR'ed content.

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In addition to the home page keyword search, users can also search text within the publication or map using the keyword search bar in PDF mode. Note that this search will only display results for born-digital publications or content that has been OCR'ed.

# SEARCH TIPS

#### **Exact Search**

As a rule, using quotation marks (") around the search query will result in more targeted search results. Using quotation marks limits the search result to words appearing in that exact order in the text.

#### **Boolean Search**

The Boolean operators AND, OR and NOT can be used to refine your search results. The operators AND (= include all terms) and NOT (= exclude specific terms) narrow your search. The operator OR (= results must contain at least one of the terms) broadens your search. For example, England NOT New will retrieve articles about "England" but not "New England." Clauses can be grouped using parentheses. For example (Mississippi OR Ohio) AND river will return references to either the "Mississippi River" or the "Ohio River," but not references to "Mississippi" or "Ohio" alone.

#### Wildcard Search

An asterisk (\*) can be added to a search term to add a wildcard factor of multiple letters following the letters in succession of the intended target. For example, searching for Russi\* will find terms such as "Russia," "Russian," and "Russians."

#### **Proximity Search**

A proximity limiter can also be added using the tilde (~) at the end of a phrase. This operator limits the distance between words in queries and phrases. For example, "John Smith"~3 will find results containing both the words "John" and "Smith" where they are no more than 3 words apart, meaning that in addition to finding "John Smith" it will also find "John J. Smith," "John Frederick Smith," "John Fullerton-Smith," and even "Smith, John."

# DOWNLOADING AND PRINTING

Maps and other publications can be printed directly from your web browser. PDF versions can also be downloaded for printing. Downloading and printing are only available in the PDF viewing mode. Note that some content may have these functions disabled in PDF mode due to copyright restrictions.

# **OPTICAL CHARACTER RECOGNITION (OCR)**

Select publications with extremely heavy textual elements, such as topographic maps, have had these textual elements captured via an OCR process. Such OCR processing was limited to the marginalia of the maps; OCRing was not performed within the neatlines of the actual map graphics. Born-digital publications such as EVG-produced index maps, terrain analysis reports and select maps are fully searchable for all textual elements.

#### MOSAICS

In the case of maps belonging to a series, EVG has created Mosaics (or, more precisely, seamless geomosaics) for viewing and advanced geospatial processing via its MapVault application and web service. Mosaics offer the entire map series, all georeferenced and "pyramided," allowing rapid and easy visualization of a series without having to laboriously open each individual map.

#### Mosaic features:

- Index map overlay (upper right corner): toggle on or off; index allows you to find your maps spatially and click to view individual map sheets and metadata.
- Toggle full screen (upper right corner).
- WMTS link (bottom right corner): get the information you need to load up the mosaic in ArcPro, QGIS, or other GIS software. Users can get a link to their specific mosaic being viewed now, or link information for all mosaics subscribed to.

# ADDING YOUR MOSAIC TO A GIS

To integrate your mosaic into a GIS platform, follow these steps:

#### Copying the WMTS URL

- 1. In the bottom right corner of the mosaic viewer, locate the small red globe icon.
- 2. Click the red globe icon to open a small pop-up labeled "WMTS link to:".
- 3. Copy the appropriate WMTS URL for either "All mosaics" or "This mosaic only."

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# Adding the WMTS Layer to ArcGIS Pro

- 1. Open ArcGIS Pro.
- 2. Navigate to **Connections > Server** and select **New WMTS Server**.
- 3. In the "Add WMTS Server Connection" window, paste the copied WMTS URL into the "Server URL" field.
- 4. Click **OK** to save the connection.



# Adding the WMTS Layer to QGIS

- 1. Open QGIS.
- 2. In the **Browser** panel, locate the **WMS/ WMTS** option.
- 3. Right-click on WMS/WMTS and select New Connection.
- 4. In the "Create a New WMS/WMTS Connection" window:
  - a. Paste the copied WMTS URL into the **URL** field.
  - b. (Optional) Assign a name to your connection.
- 5. Click **OK** to save the connection.
- 6. Locate the new connection under WMS/WMTS in the Browser panel.
- 7. Drag the added WMTS layer into the **Layers** pane to visualize your mosaic on the map.

Your mosaic is now successfully integrated into your GIS platform.

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- 5. Open the Catalog window and locate the Servers dropdown.
- 6. Find the "MapVault WMTS" entry and expand it to access the mosaic URL.
- 7. Drag the desired WMTS layer into the **Contents** pane to display it on the map.



# PERMANENT URLS

Permanent/Persistent URLs keep resources accessible permanently in the future. Permanent URLs are available throughout the GGL platform for each map, chart, report, etc., and can be easily bookmarked and shared.

# TECHNICAL REQUIREMENTS

In general, a common web browser such as Chrome, Firefox, Internet Explorer, Safari, Opera or Microsoft Edge is required to search and browse the publications on the GGL platform. To download or print PDFs, you will also need a PDF viewer such as Adobe Reader.

For viewing mosaics, no special software is needed to navigate through and visualize a mosaic. However, use of the MapVault web services URLs requires specific GIS software, such as ArcGIS Pro or QGIS.

# USE OF MATERIALS, CITATIONS, AND COPYRIGHT

Access to the East View Global Geography Library platform and any GGL databases is provided solely for academic and research purposes. Please contact East View at **info@eastview.com** regarding any proposed visual reproduction of the content or use of the material in publications.

A citation tool is available in the PDF viewing mode. Citations are generated in MLA, APA, Chicago, and RIS format.

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