



INTRODUCTION TO MAPINFO PROFESSIONAL

This two-day course has been specifically developed for the novice MapInfo Professional user and those who have not had any formal training who are seeking well rounded knowledge.

This course defines the concept of a Geographic Information System (GIS) and provides trainees with an understanding of MapInfo functionality that will enable them to create maps and analyze their data in a spatial context.

After each lesson, there is a practice exercise to reinforce the various topics and features covered.

Lesson 1: View Data in MapInfo Professional

In this lesson you learn how to view the data in a map window, browser window and graph window; and cover what can be saved in a workspace.

Lesson 2: Developing Map Window Skills

Learn how to change the zoom level of a map, use the Grabber, Zoom In and Zoom Out tools; and use menu commands to change the map window view.

Lesson 3: Mapping in Layers

This lesson covers using MapInfo's layer control features, adding and removing layers from a map window; reordering layers, setting display options, using the info tool, and cloning a map window.

Lesson 4: Labeling

In this lesson, learn interactive labeling, label settings, editing and saving layers, typing your own labels, and saving the cosmetic layer.

Lesson 5: Select Using Tools

This lesson covers using the geographic select tools; marquee select, radius select, and boundary select tools.

Lesson 6: Select Using Queries

This lesson is an introduction to using the Query > Select function. Start learning how to select data from the tables via a query, saving queries & selections, and deselecting map objects.

Lesson 7: Opening Data Files in MapInfo

Learn how to open other data sources into MapInfo Professional such as an Access table, a spreadsheet, a delimited ASCII file or a database. We also discuss how to work with the browser window.



Lesson 8: Creating Points

We cover using the Create Points command in this lesson including understanding latitude and longitude coordinates.

Lesson 9: Finding

Learn how to use MapInfo's Find command. This allows you to locate objects on a map by typing in a name or address.

Lesson 10: Geocoding

Learn how to assign point locations to your data by geocoding to street address or to ZIP codes and selecting un-geocoded records

Lesson 11: Buffering

Covered subjects include creating buffers around point objects, using the boundary select tool, and saving buffer results.

Lesson 12: Thematic Mapping

This lesson teaches you how to shade points and boundaries, shade a table based on information from a different table, editing a legend, and understanding thematic layers.

Lesson 13: Using the Layout Window

Create a cartographic legend, discuss print your maps, and using the layout window to create output.

Lesson 14: Creating Electronic Output

Learn how to create electronic output from maps, and embed maps into other applications.

Appendix A: Using the Tool Manager

Learn how to incorporate the MapBasic tools that are included with MapInfo Professional.

Appendix B: Basic Data Creation

Learn some simple guidelines to draw and modify map objects and their attributes.