# **Manage NWS Markers**

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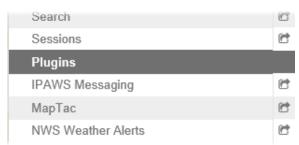
MapTac gives you the freedom to place, move, resize, and delete markers as incidents evolve and maps change.

 $\textbf{Note} \hbox{:} \ \ \text{If you have read-only permission to a map/image, you cannot add markers to an image.}$ 

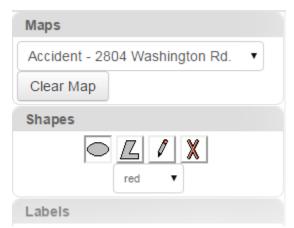
# Place a Marker

#### To place a marker on a map or image

1. In the *Plugins* section of the control panel menu, click **MapTac**.

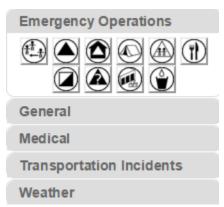


- 2. From MapTac, on the left side panel, click the Maps tab.
- 3. Click the **Maps** drop-down list and select the appropriate map or image.





4. Click the desired marker tab. The tab opens to show all available icons.



- 5. Click the marker icon you want to place on the image.
  - **Tip**: To see what the marker represents, hover over the icon. A pop-up tooltip reveals the marker title.
- 6. Move your cursor to the desired location on the image and click once. The marker appears on the map/image.

Note: You cannot drag and drop markers to place them on the image.

### **Move Markers**

When you want to move a marker, click the marker and hold down the left mouse button. Drag the marker to the new destination and then release the mouse button.



## Resize a Marker

To resize a marker, hover over the marker until handles appear. Click and drag a handle until the marker is the desired size.



### Delete a Marker

To delete a marker, right-click the marker. When the confirmation window opens, click  $\mathbf{OK}$ .

Alternatively, to clear all shapes, markers, and labels from a map/image, click the Clear Map button.

