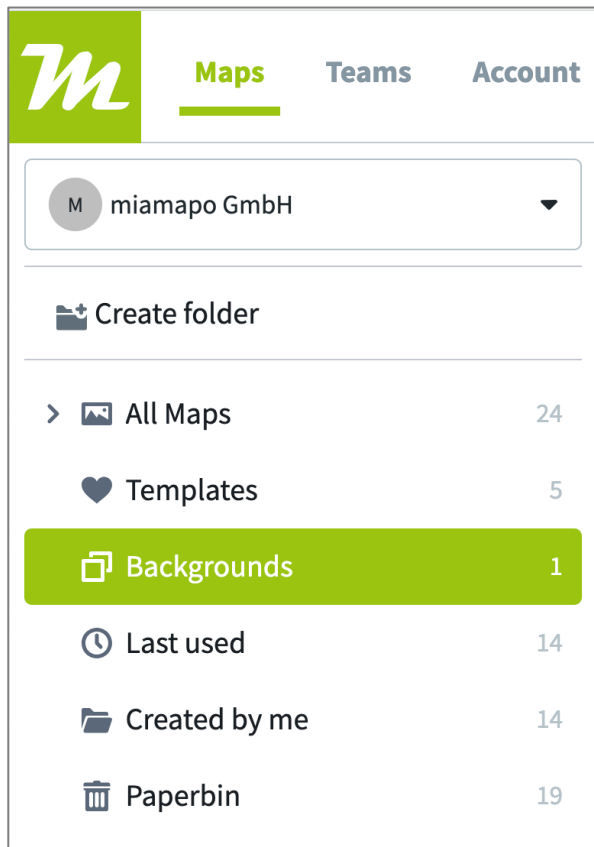


Overview of Map Management

miamapo uses folders to group your maps. You can create as many folders and subfolders as you like and move maps within folders using drag and drop.

In the folder bar, you will find some default folders: "All Maps," "Templates," "Backgrounds," "Last Used," "Created by Me" and "Paperbin"

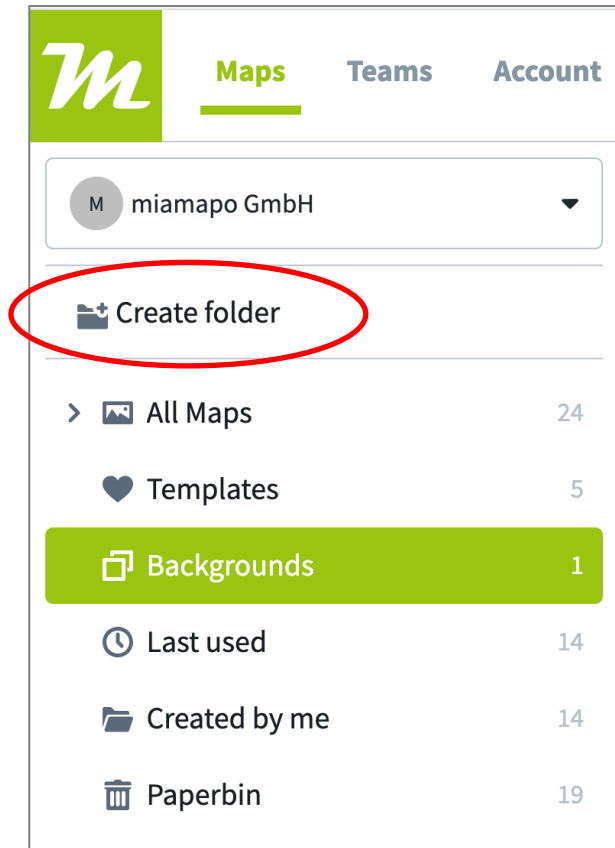


In the "All Maps" folder, you can view all the maps of your team.

You can move maps to the "Archive" folder if you no longer need them but don't want them to be deleted immediately.

Create a new folder

To create a new folder, click on the "New Folder" button. The new folder will be created as a subfolder in the currently selected folder.



Map view

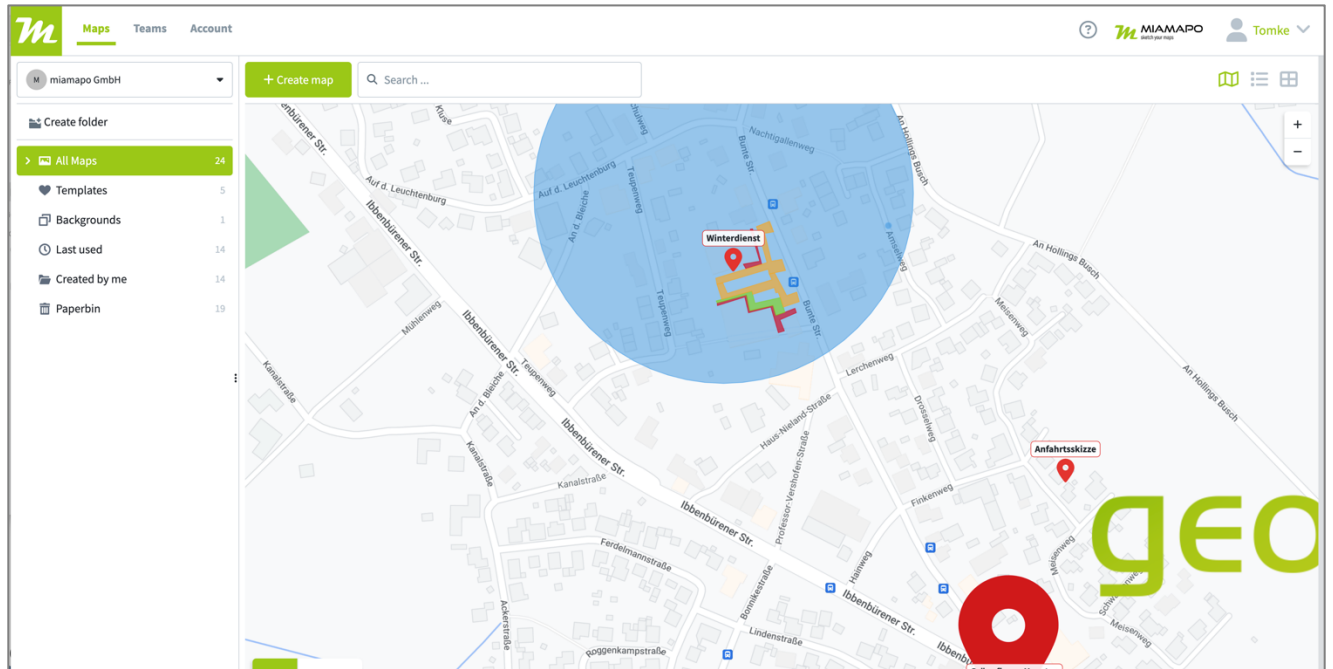
The maps in a folder can be displayed in an overview map, as a list, or as tiles.



Map management (folders, views)



The map allows for convenient zooming into your projects. When the zoom level is large enough, the objects of your map are displayed on the overview map.



Regardless of which view you choose, you will have access to the same functions through the menu in all three views.