



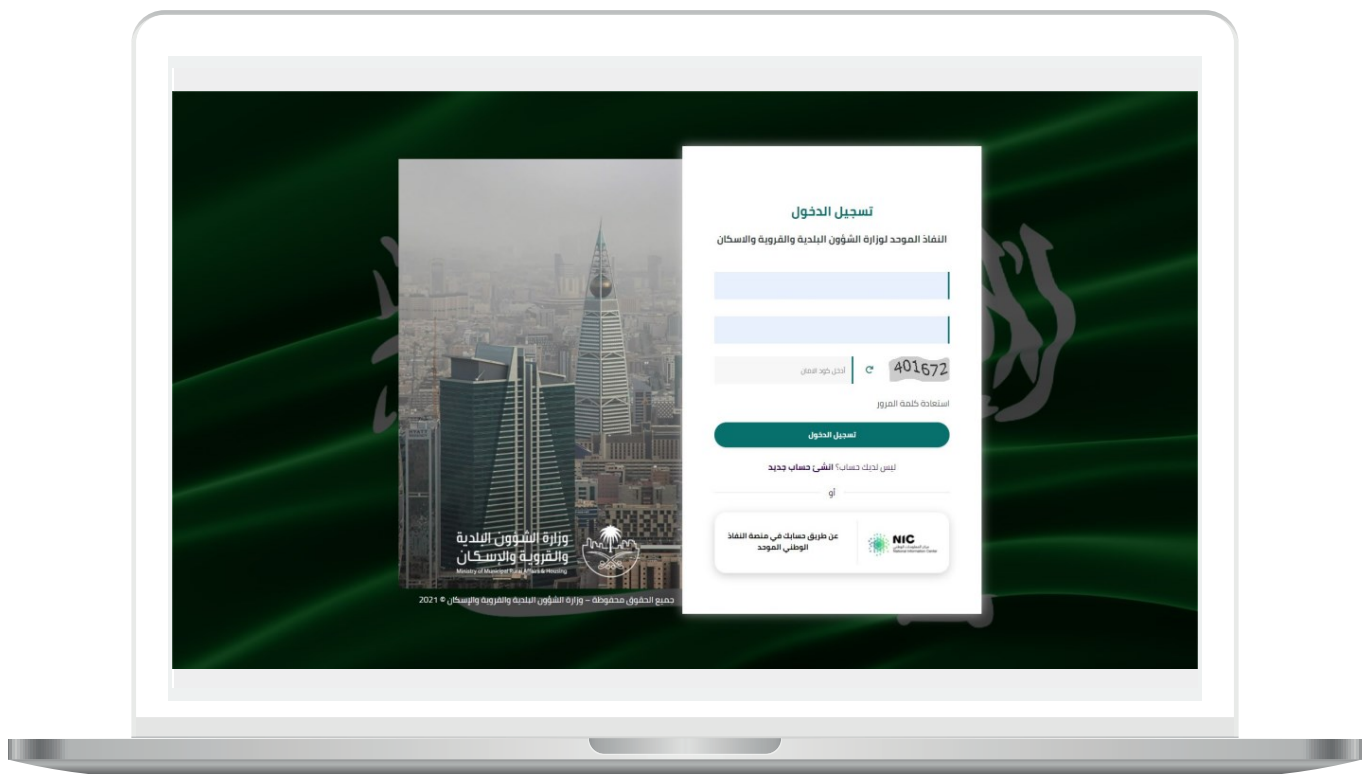
وزارة البلديات والإسكان
Ministry of Municipalities and Housing

User Guide for the Service of
the Urban Maps

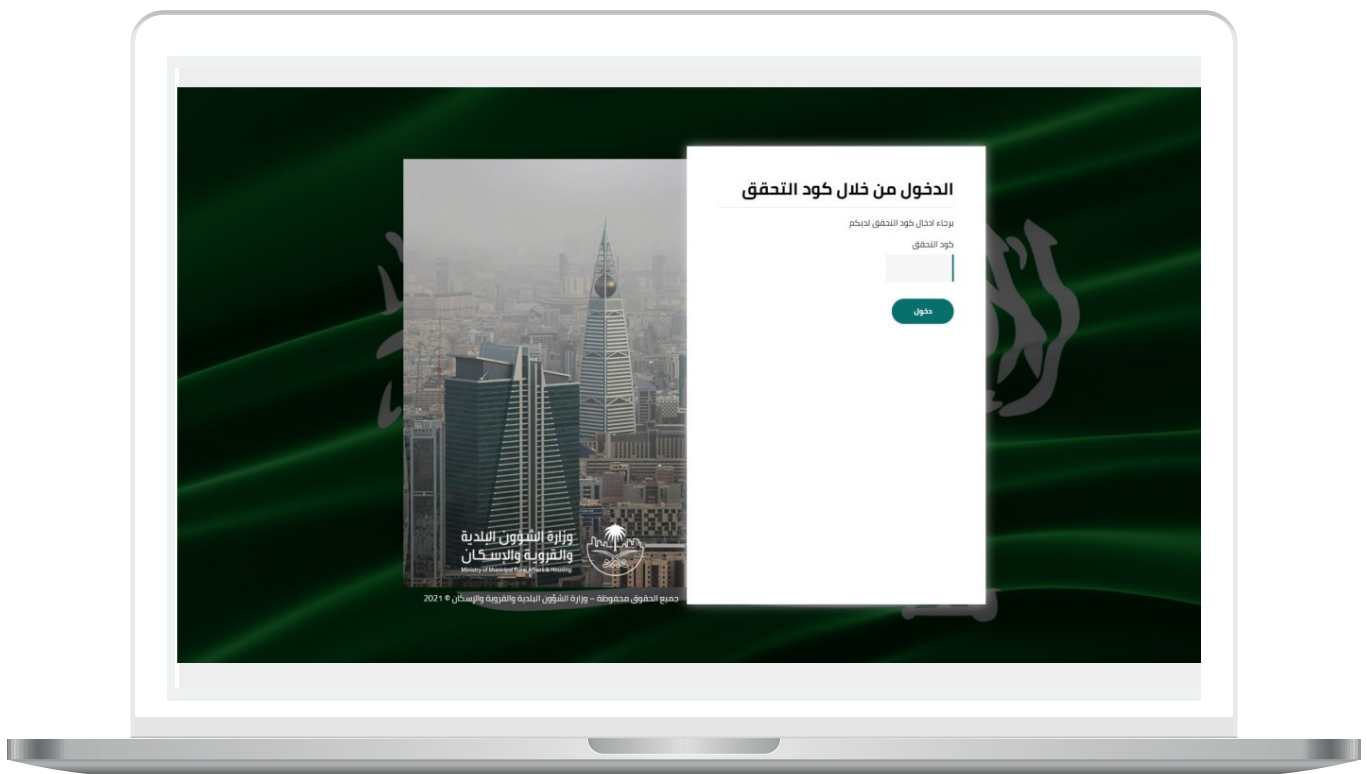
Beneficiary's
Copy

Login to the System

1) After accessing the system link, the following screen will appear, where the user enters their details (**National ID/Iqama Number, Password, Security Code**) and then clicks the (**Login**) button.

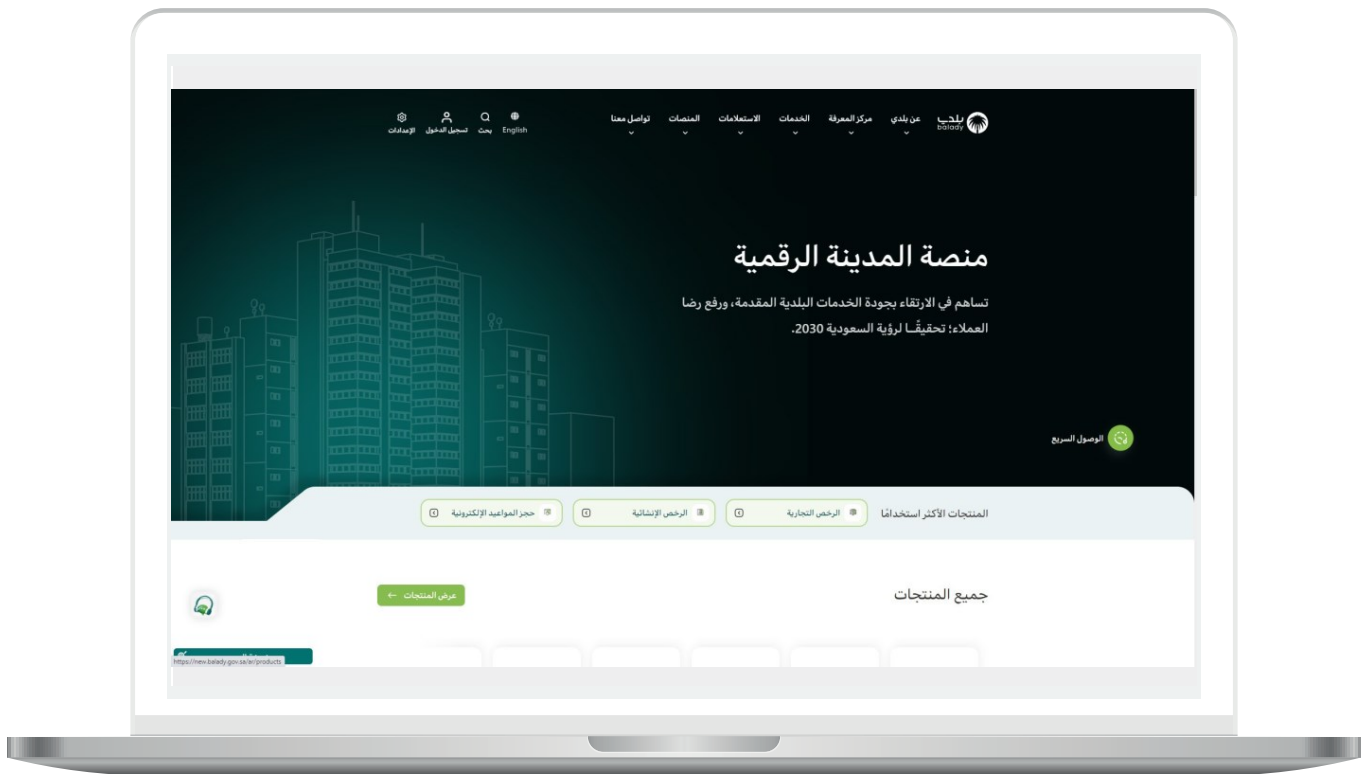


2) A verification code will then be sent to the user's mobile phone, which they need to enter in the (**Verification Code**) field and click the (**Login**) button, as shown in the following screenshot.

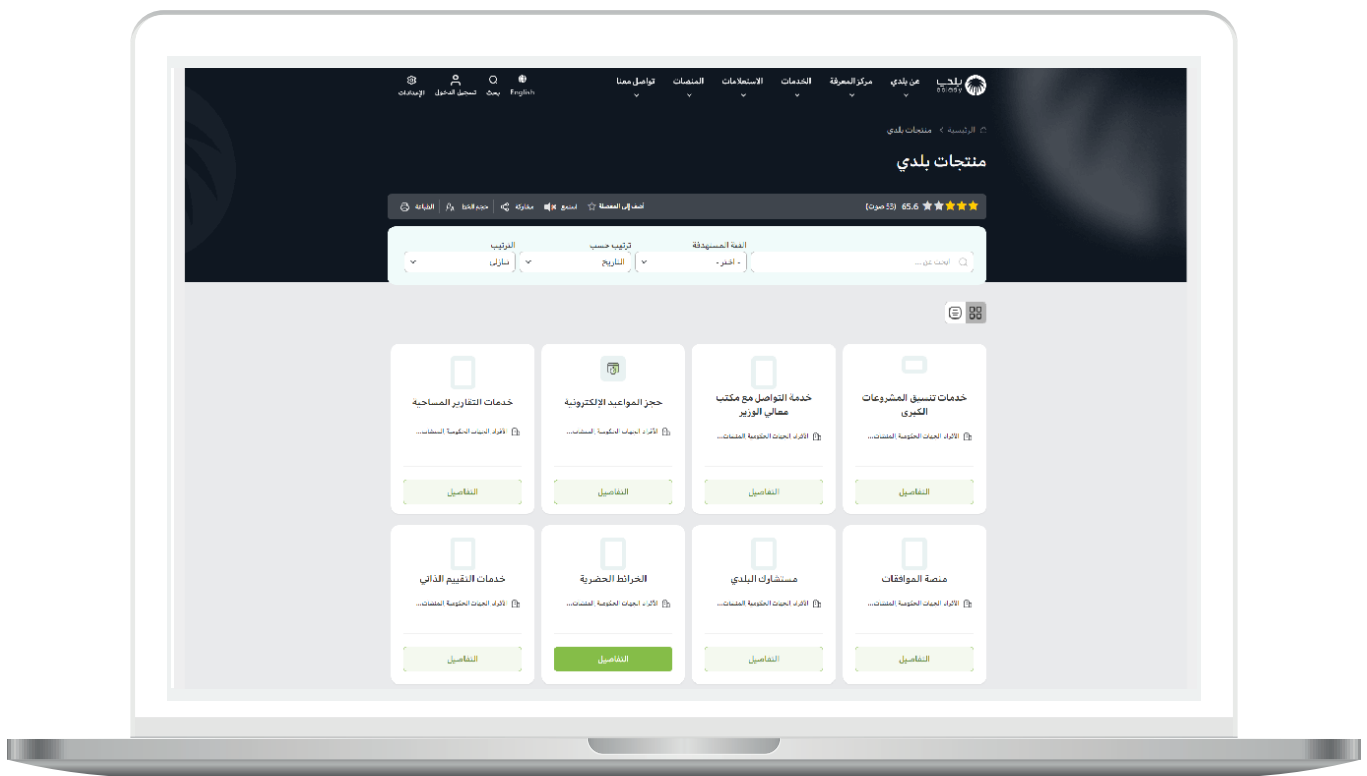


3) Once logged into the Balady platform, the platform's main screen will appear, as shown in the screenshot below.

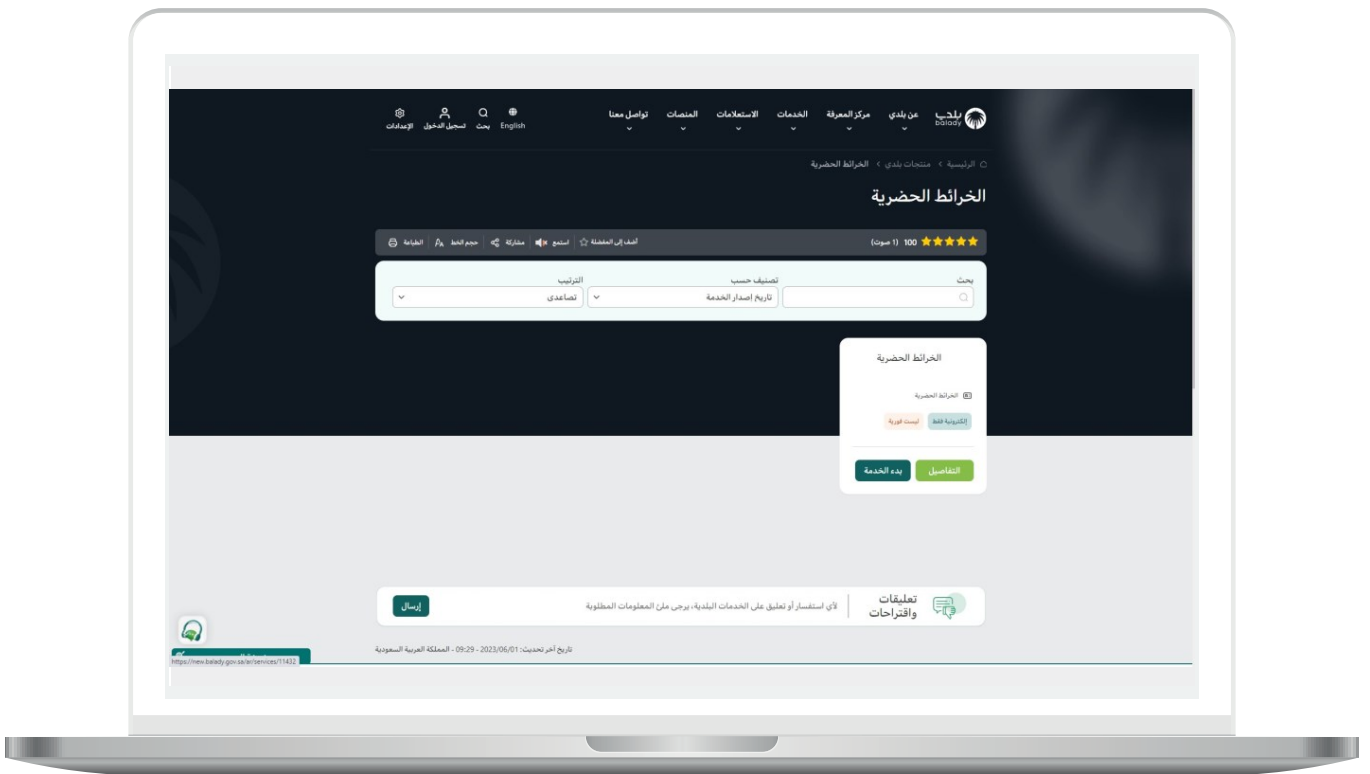
The user then clicks the **(View Products)** button.



4) Click the **(Details)** button under the **(Urban Maps)** icon, as shown in the screenshot below.

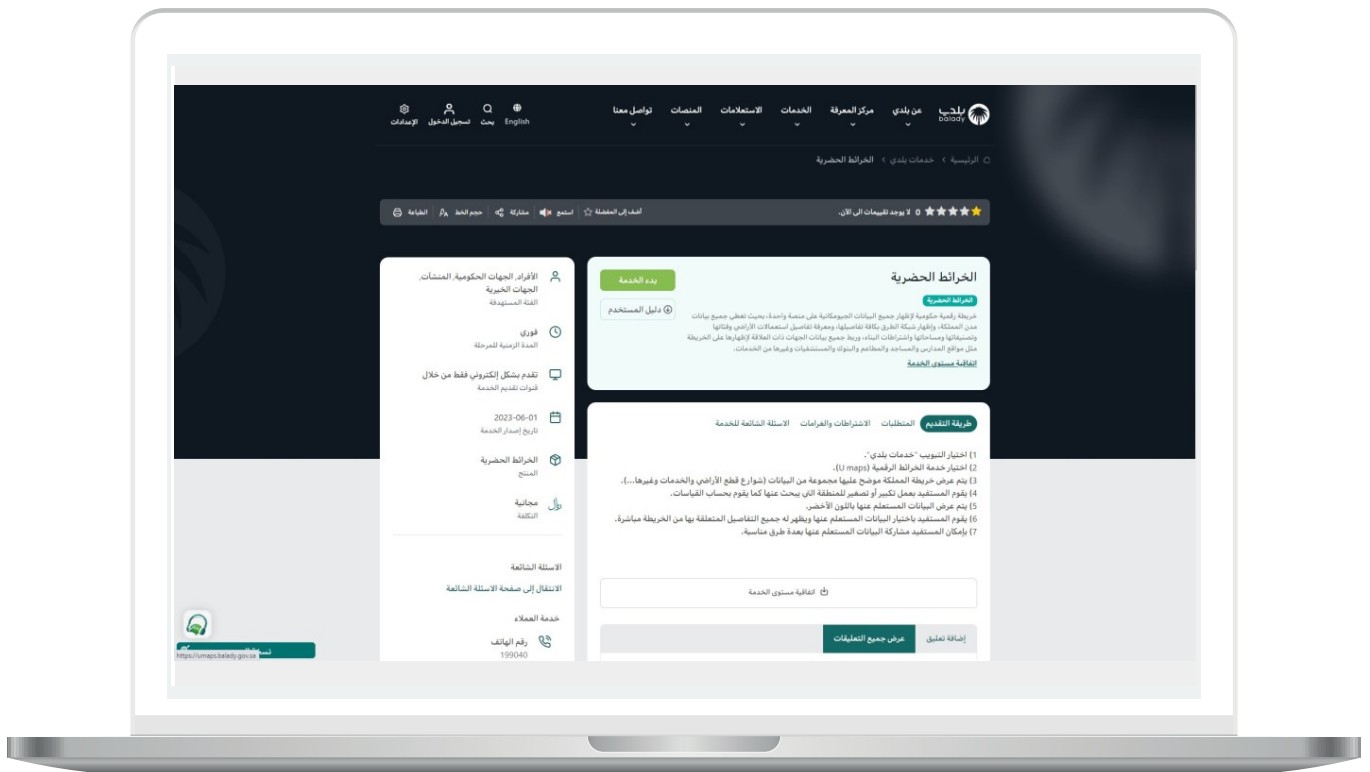


5) The following screen appears, where the user clicks the **(Details)** button from the **(Urban Maps)** service option.

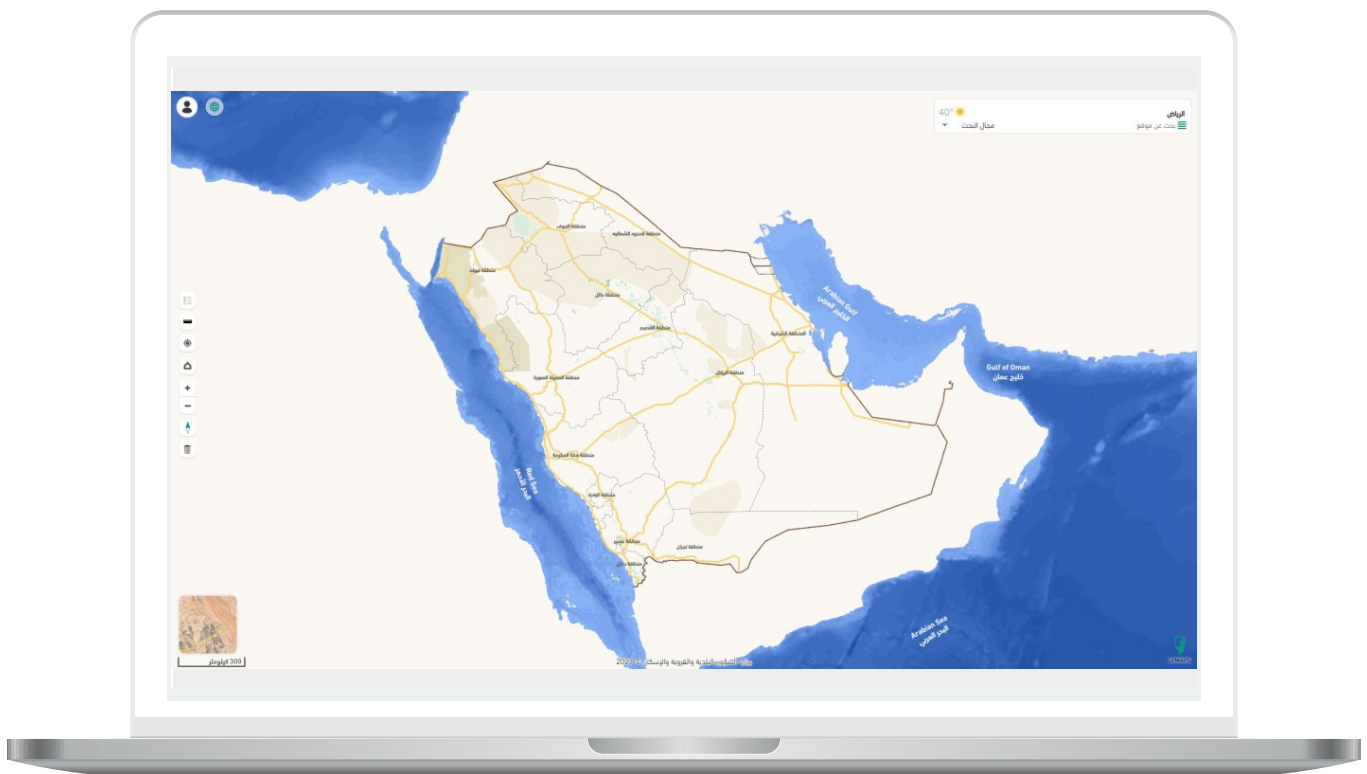


6) The service card screen appears, showing information such as (How to Apply, Requirements, Conditions, and Fines, etc.).

The user then clicks (Start Service).

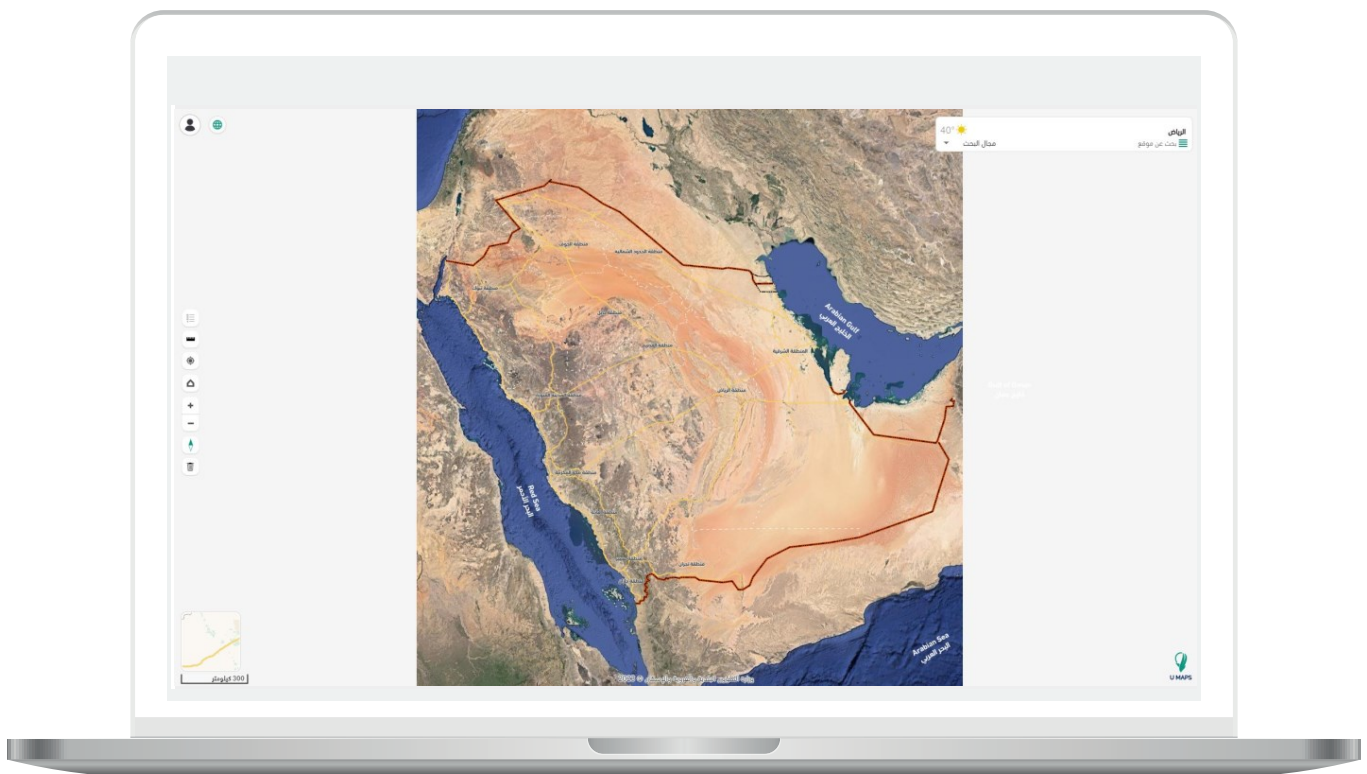


7) The map then appears as follows.

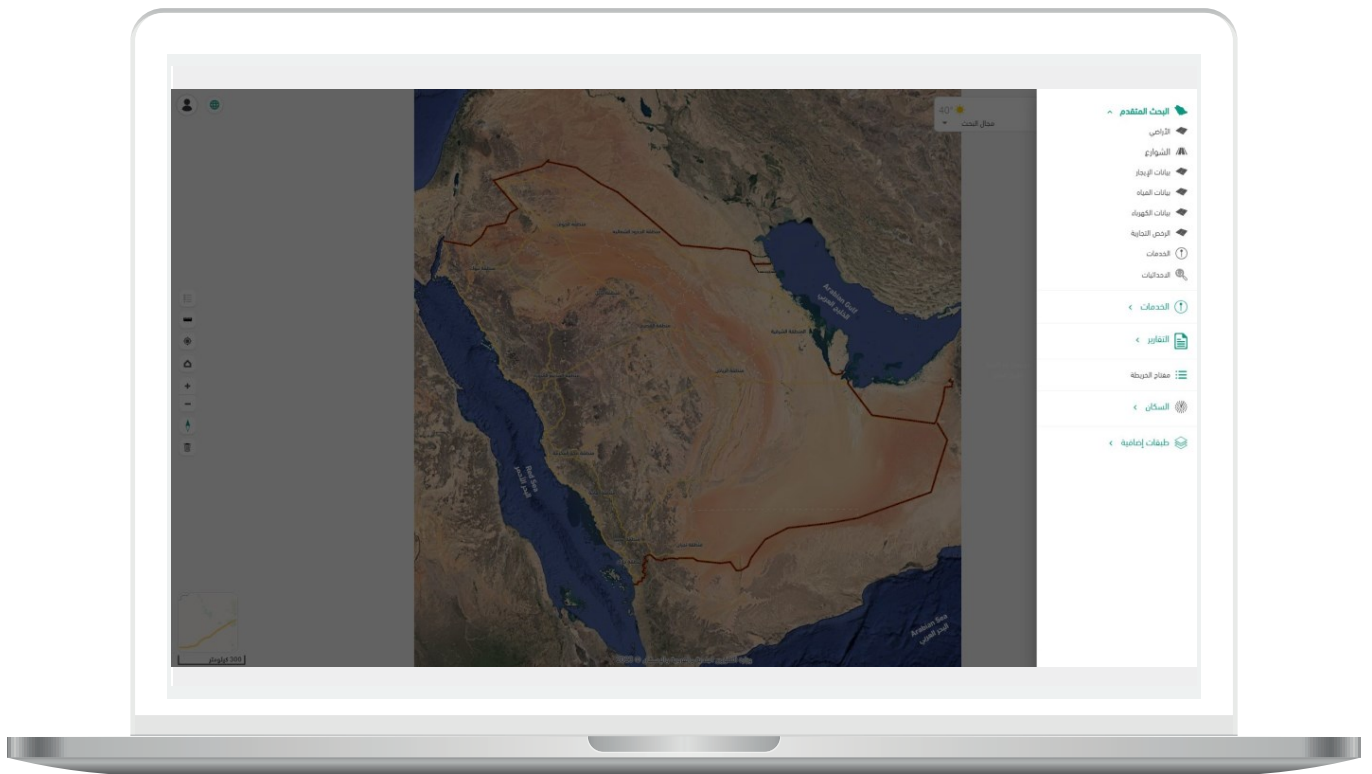


8) After clicking the small box at the bottom left of the screen, the map is displayed as shown below.

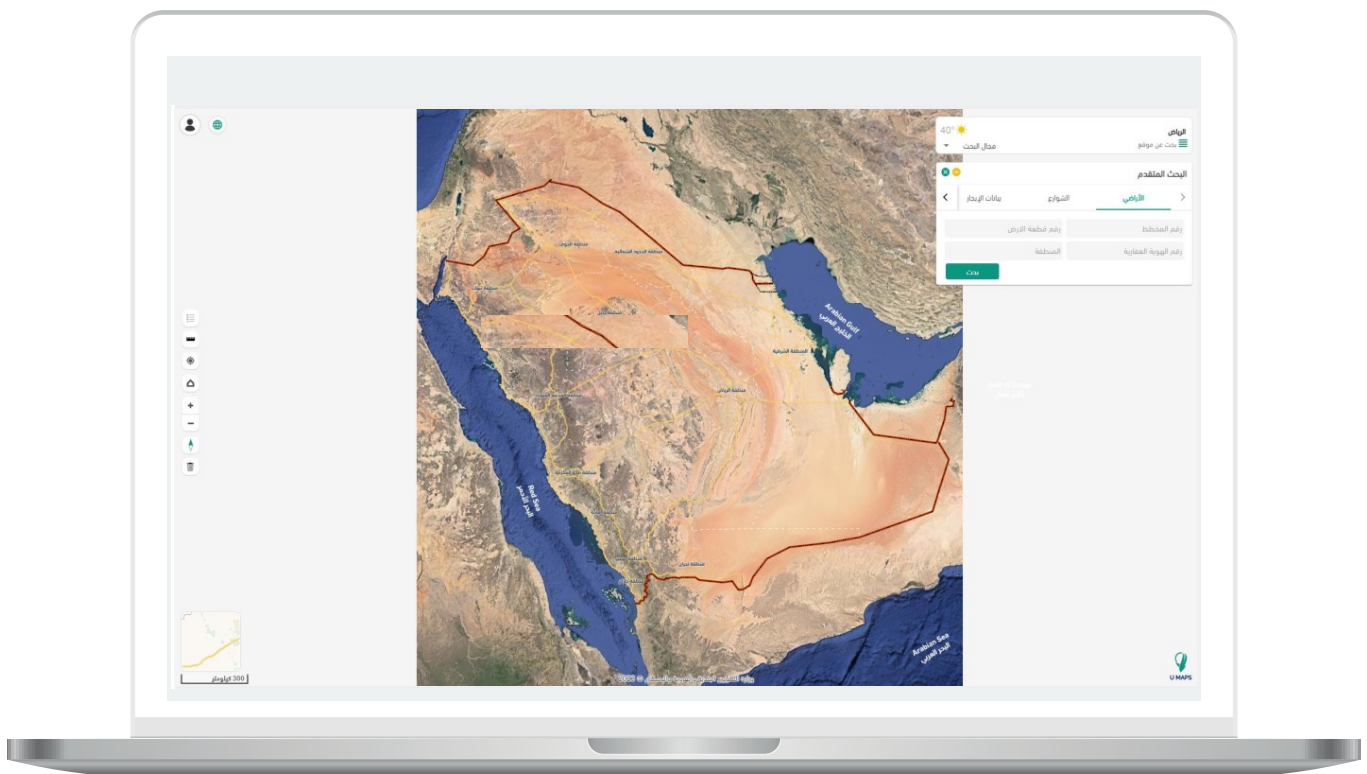
The user can search by entering a location in the **(Search for Location)** field, with the option to access Advanced Search by clicking the green square icon.



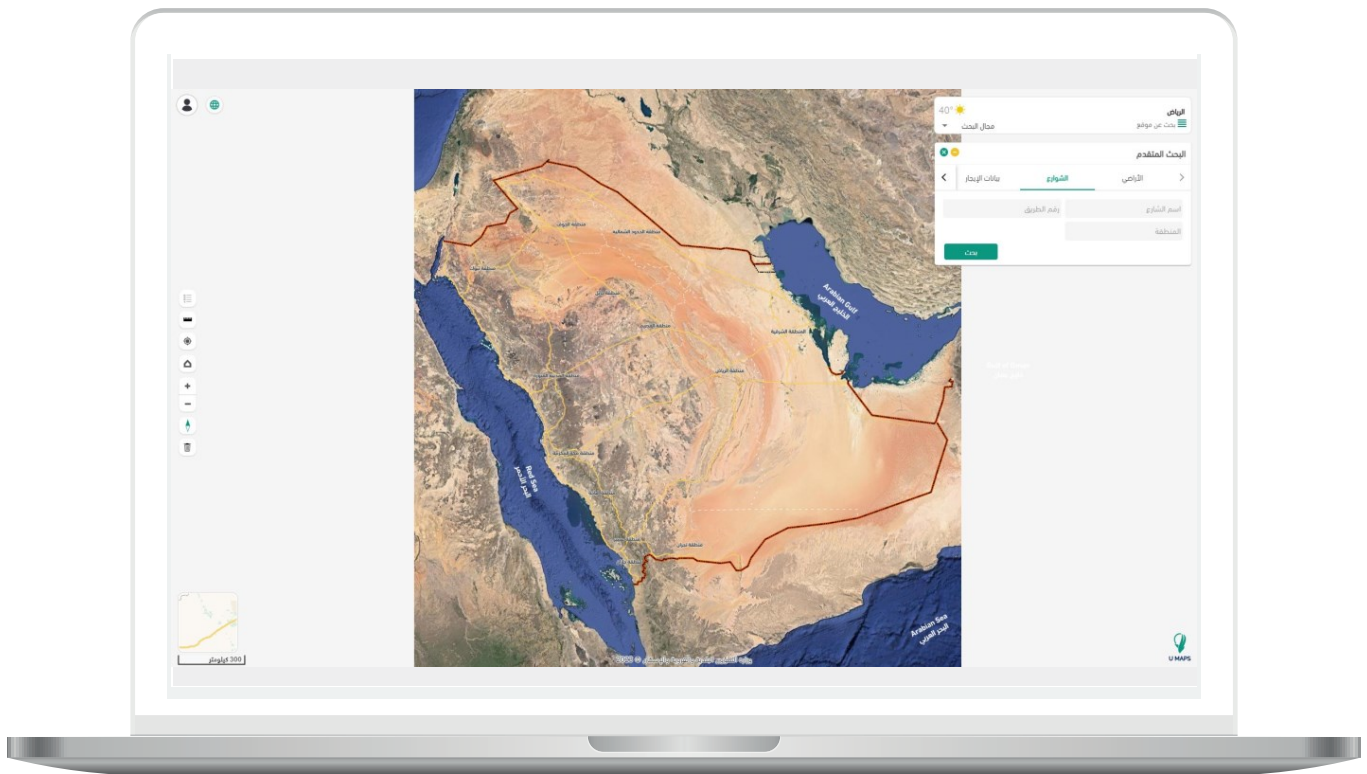
9) After clicking the green square icon, the Advanced Search elements are displayed, including: (Lands, Streets, Lease Information, etc.).



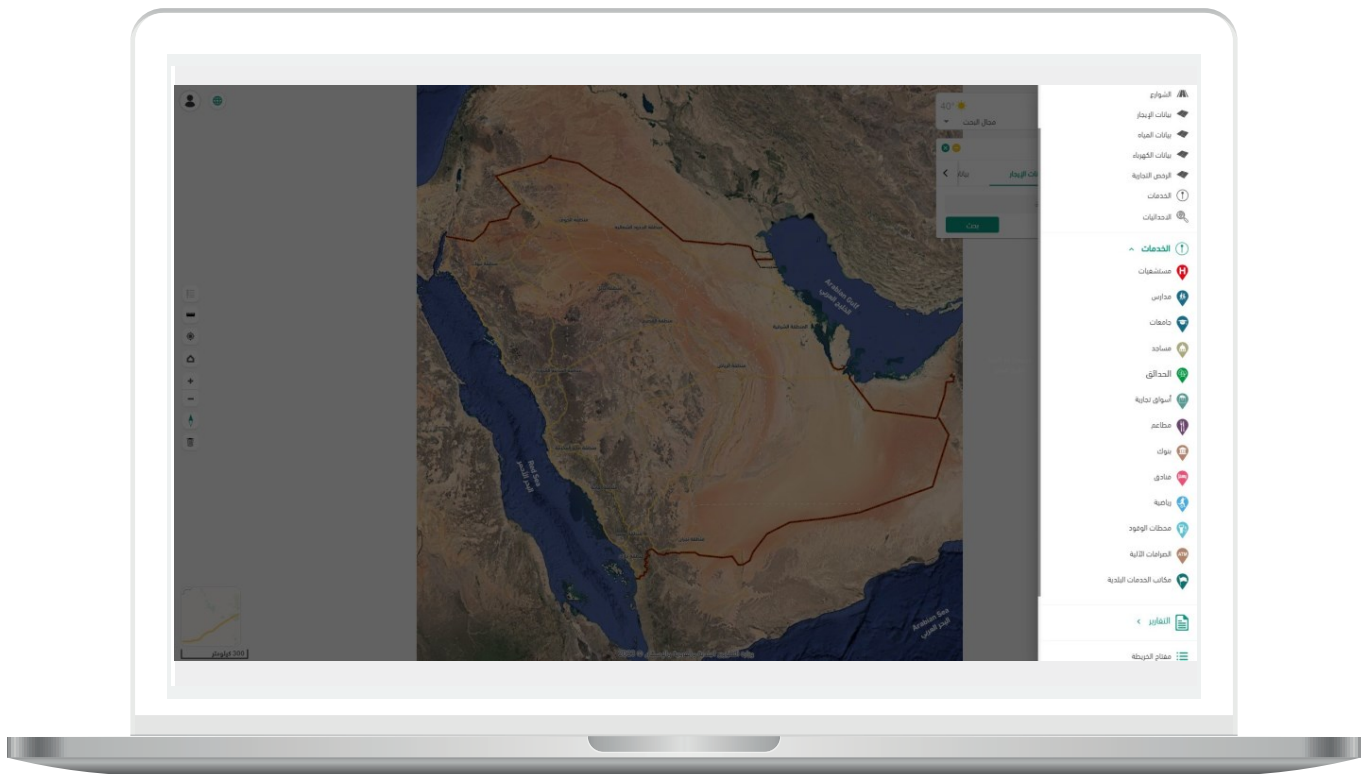
10) After clicking (Lands), the following search fields appear: (Plan Number, Plot Number, Property ID Number, Region). The user fills them in and then clicks the (Search) button.



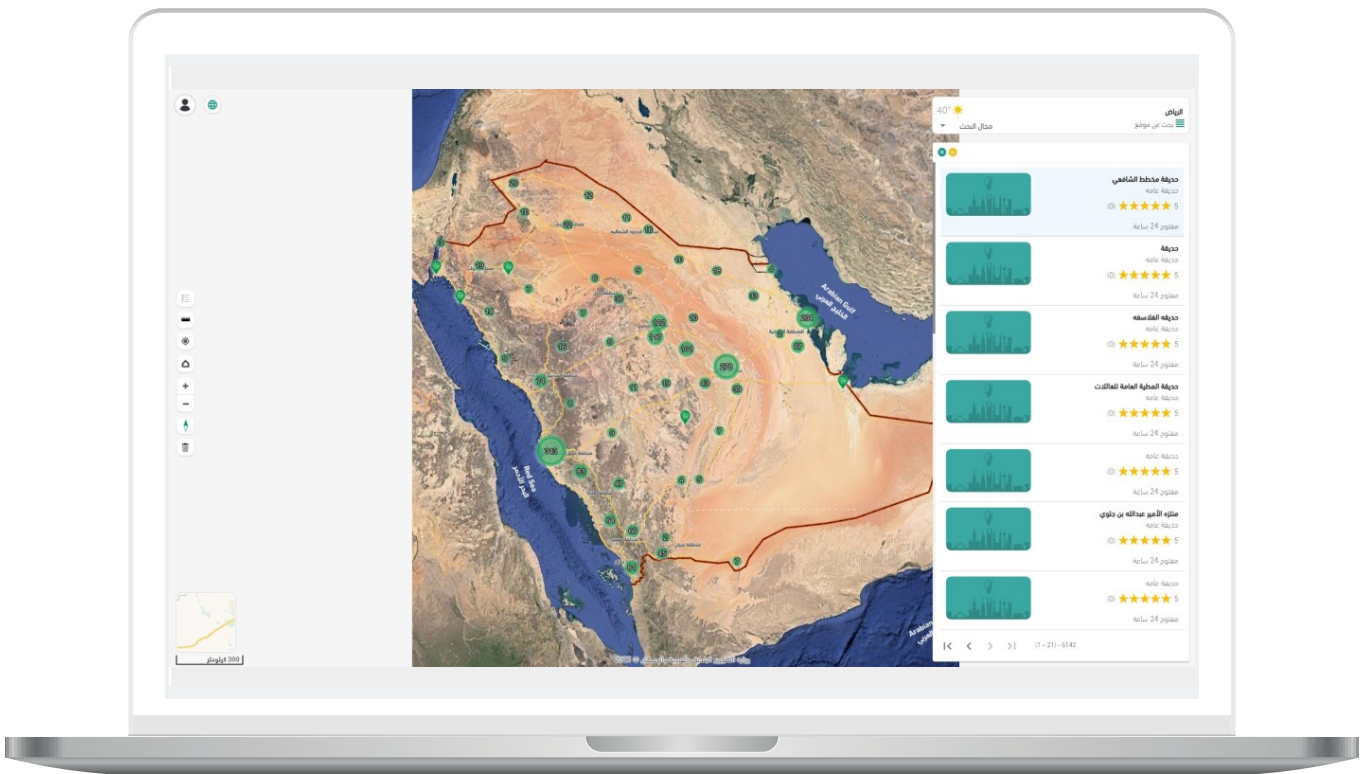
11) After clicking (Streets), different search fields appear, including: (Street Name, Road Number, Region). The user fills them in and then clicks the (Search) button.



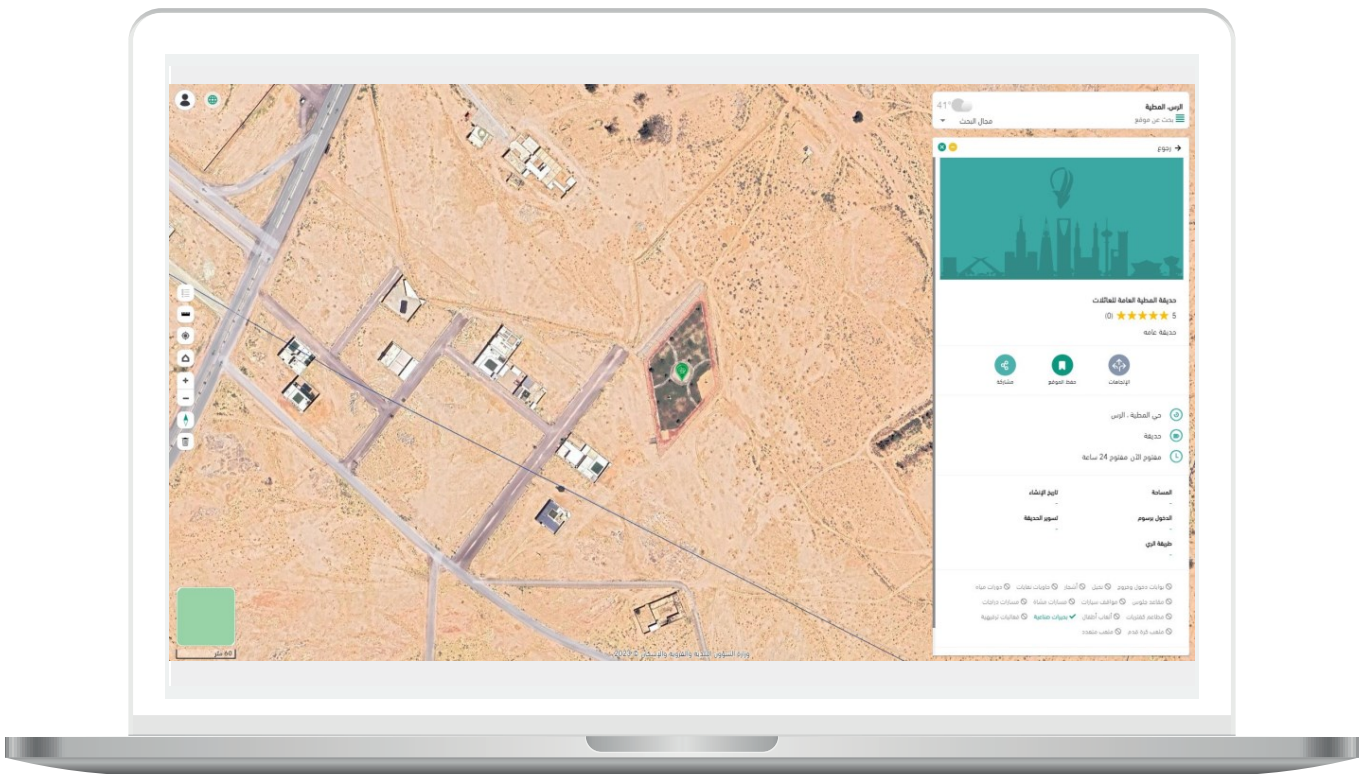
12) After clicking (Services), different search elements appear, including: (Hospitals, Schools, Universities, Mosques, Parks, etc.).



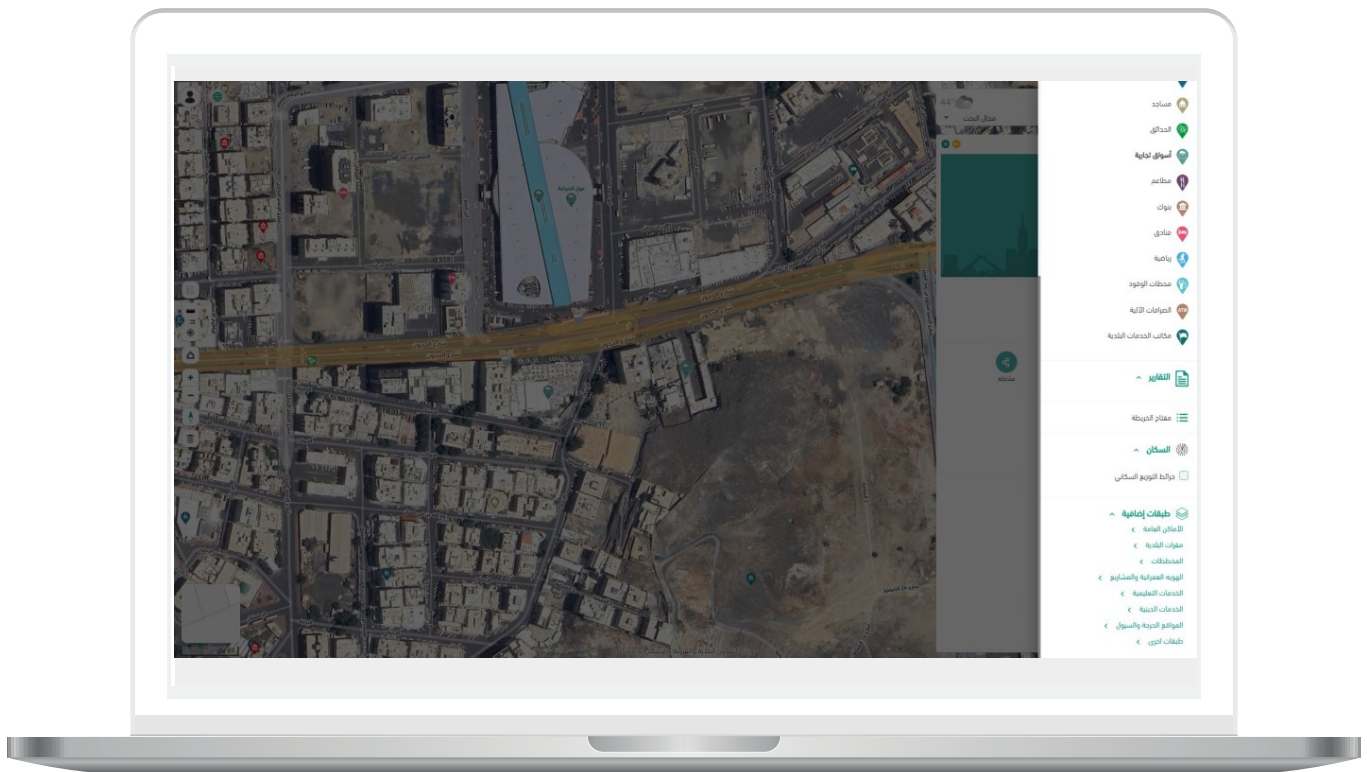
13) After clicking (Parks), all parks across the Kingdom are displayed.



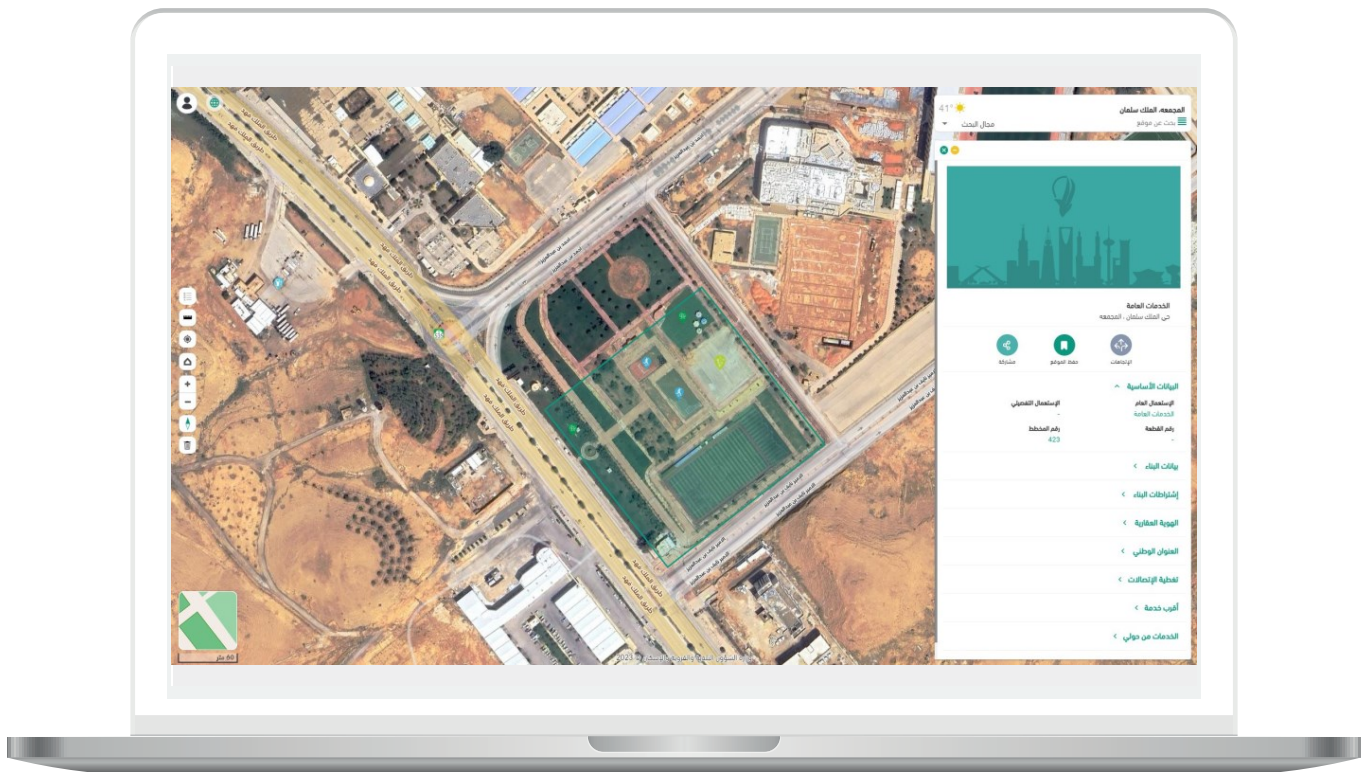
15) The screenshots below shows an example of another park.



16) After clicking (Additional Layers), different search elements appear, including: (Public Places, Municipality Offices, Planning Areas, Urban Identity and Projects, Educational Services, etc.).



17) After selecting a location, the following information is displayed: (Basic Data, Building Information, Building Regulations, Property Identity, National Address, etc.).



18) After clicking the **(Map Key)** tool, explanatory symbols are displayed.



19) After clicking the (Measurements) tool, measurement tools appear, including (Distance Calculation, Area Calculation).



20) Upon After clicking the (**Distance Calculation**) tool, the message "Start measuring by clicking on the map to place the first point." appears.



21) Once the drawing is completed, the line length is displayed.



22) The distance measurement unit can be changed from the (Unit) dropdown menu.



23) The screenshot below shows an example of changing the distance measurement unit.



24) After clicking the (Area Calculation) tool, the system allows the user to draw a shape while displaying its perimeter.



25) The area measurement unit can be changed from the (Unit) dropdown menu.



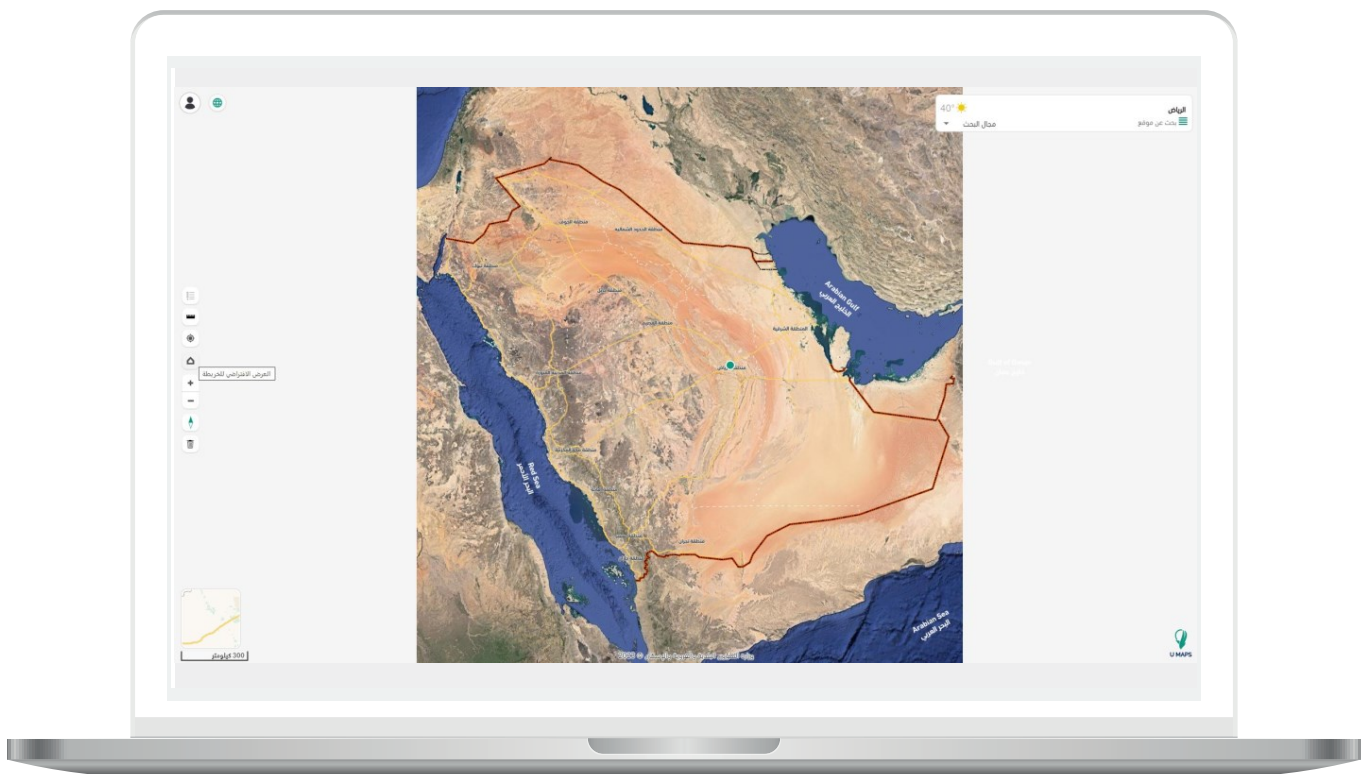
26) The screenshot below shows an example of changing the area measurement unit.



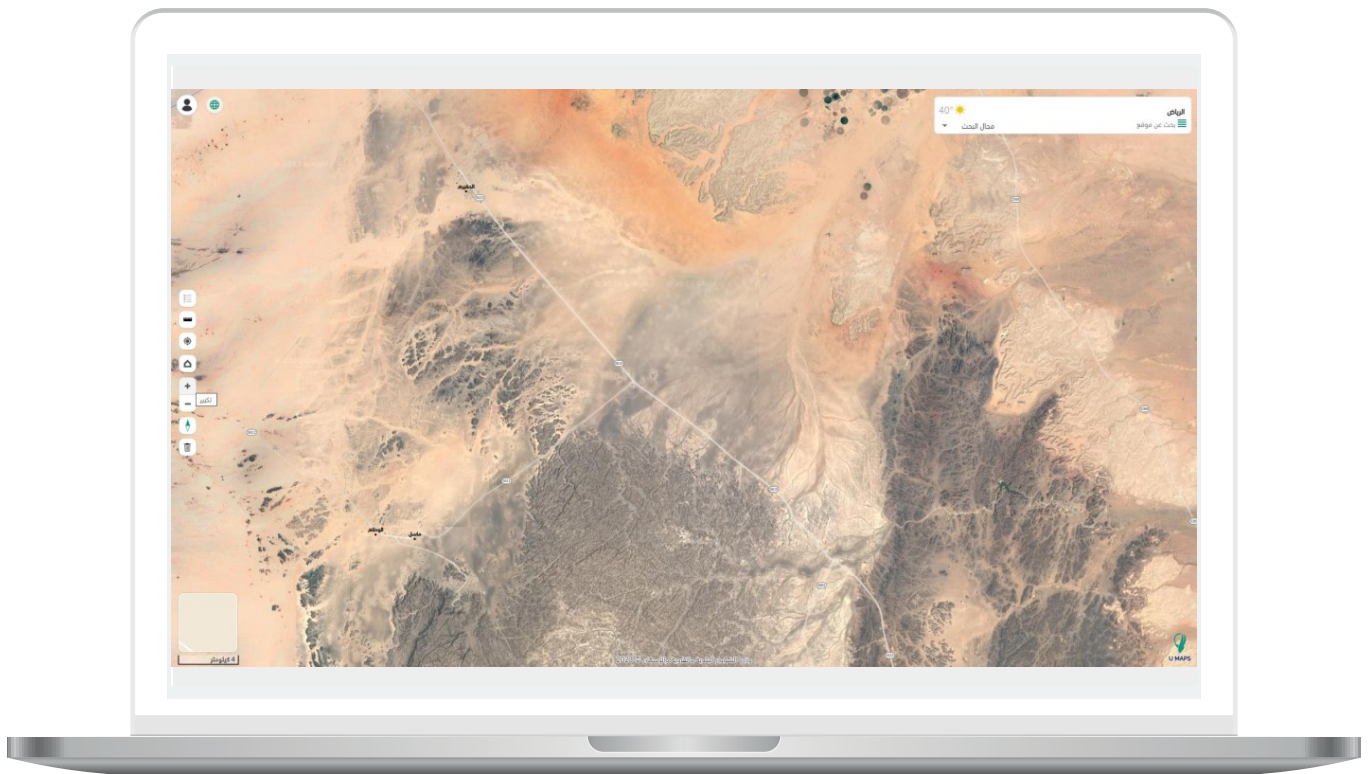
27) After clicking the **(Search for Location)** tool, the user's current location is displayed on the map.



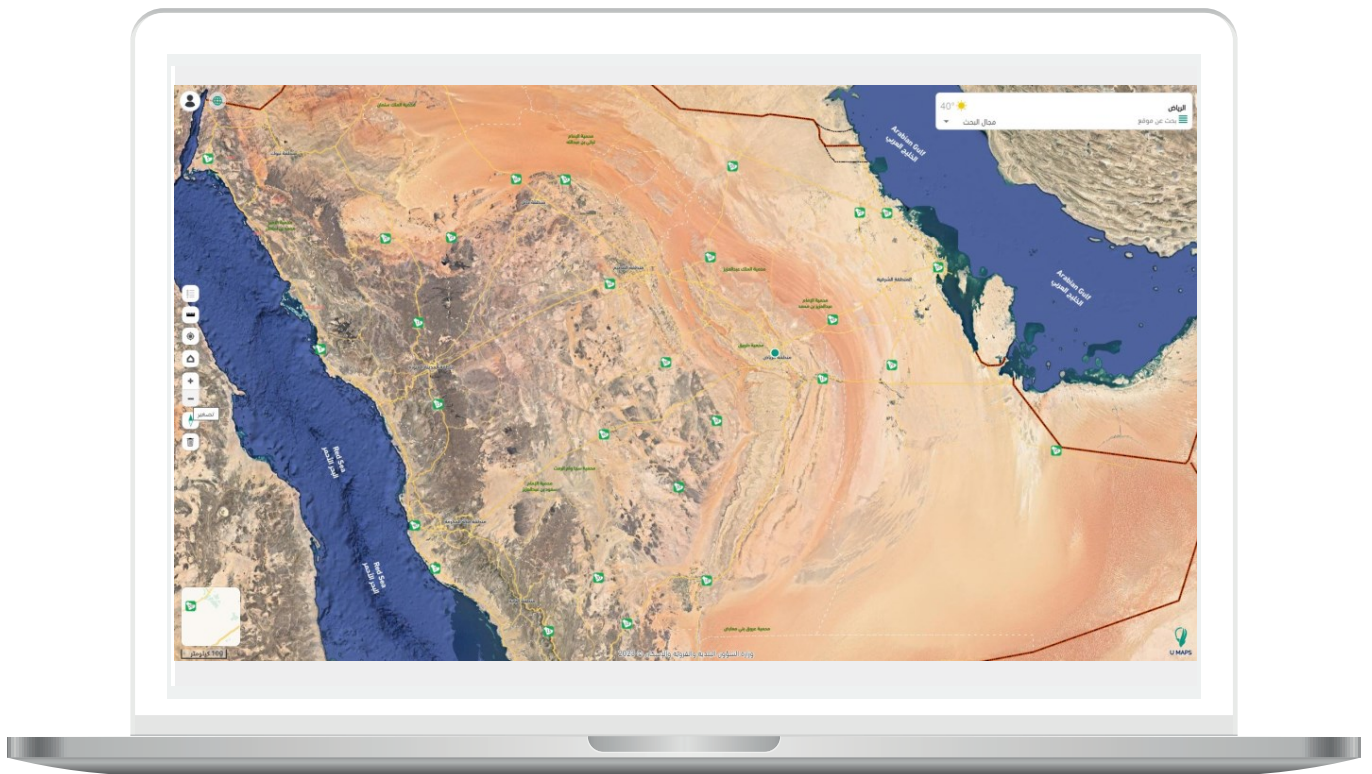
28) After clicking the (Default Map View) tool, the map resets to its default view.



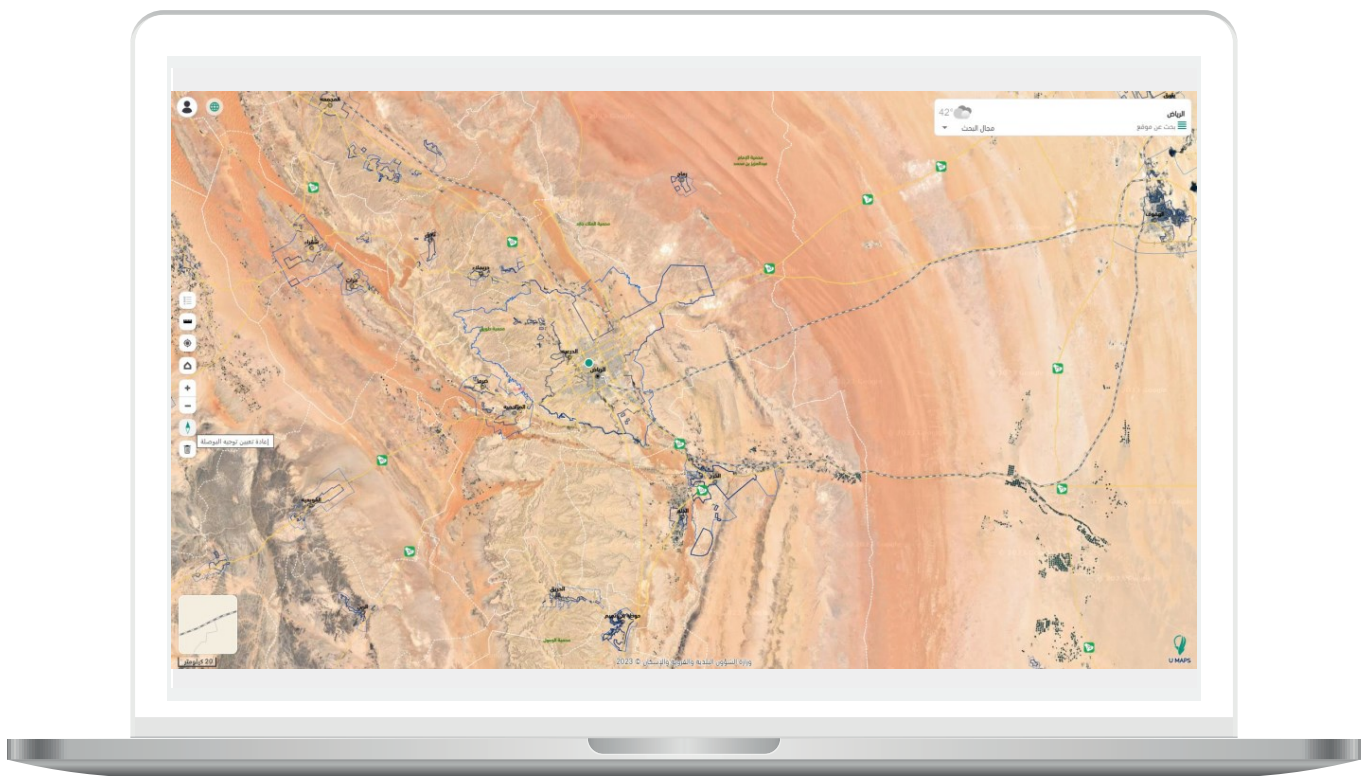
29) After clicking the **(Zoom In +)** tool, the map zooms in.



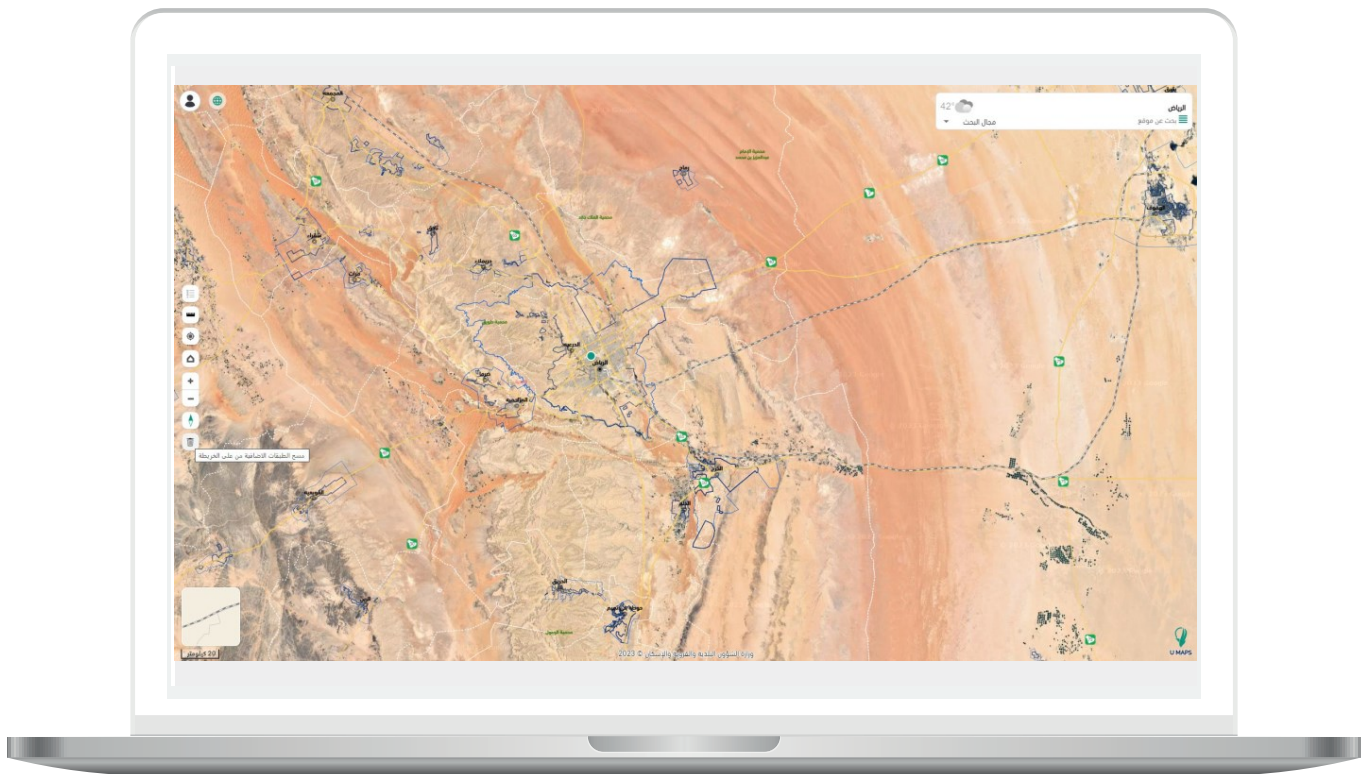
30) After clicking the (Zoom Out -) tool, the map zooms out.



31) After clicking the (**Compass**) tool, the compass orientation is reset.



32) After clicking the **(Trash Bin)** tool, additional layers are removed from the map.



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