

# Langham Village History Group

Adobe PDF Reader

Using Advanced Search  
and  
Multilayer Maps

# Contents

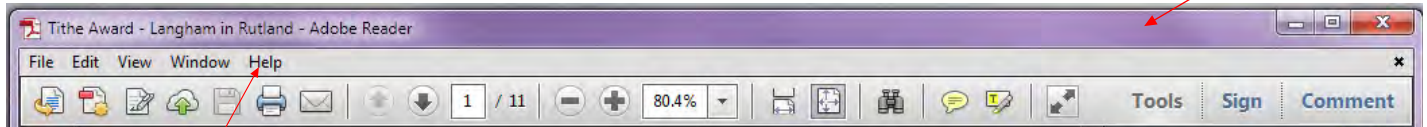
How to check that you have an up-to-date version of Adobe Reader

Configuring the Toolbar for Advanced Searching

A working example of Advanced Search

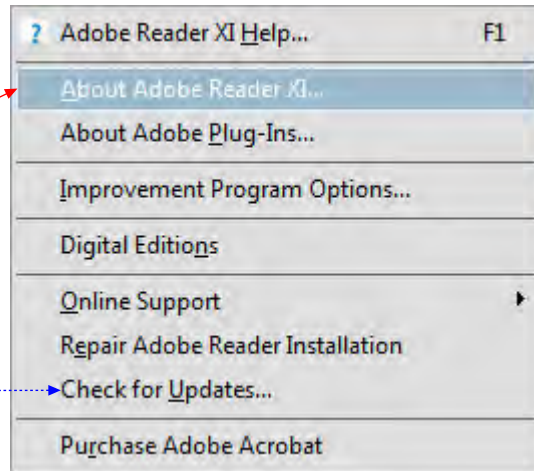
Using Multilayer pdf files

Start by checking which version of Adobe Acrobat you are using.  
To do that start Adobe Reader, look at the tool bar at the top which may look similar to below:



Select the help menu

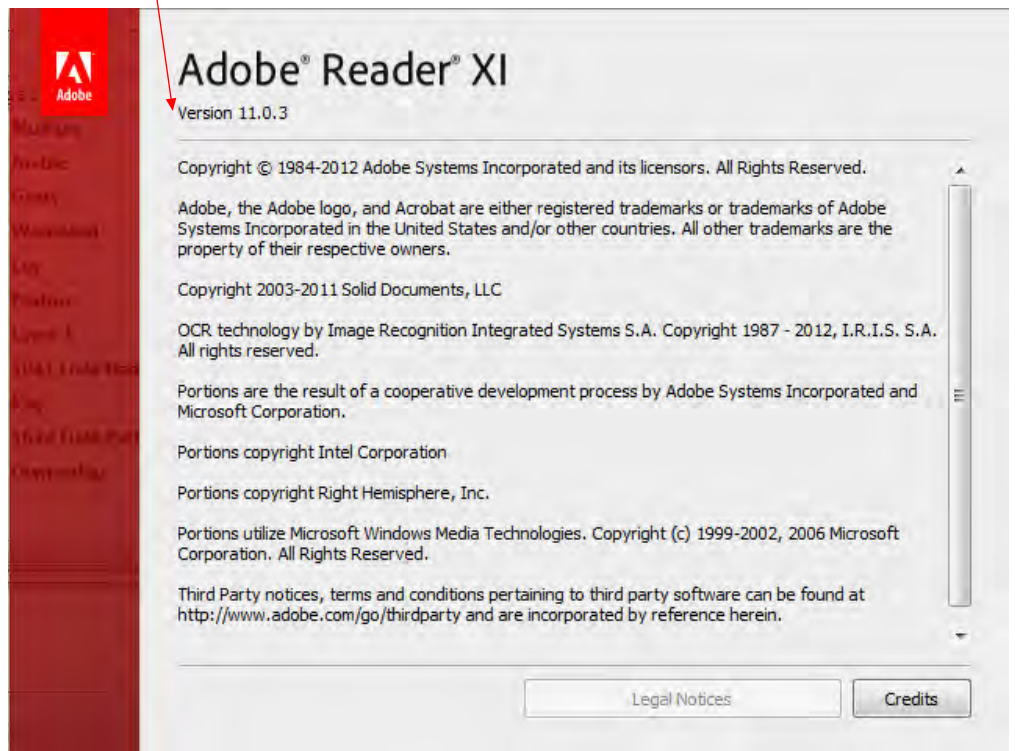
It may look similar to this snapshot  
Select About Adobe Reader XI...  
The version number may be different



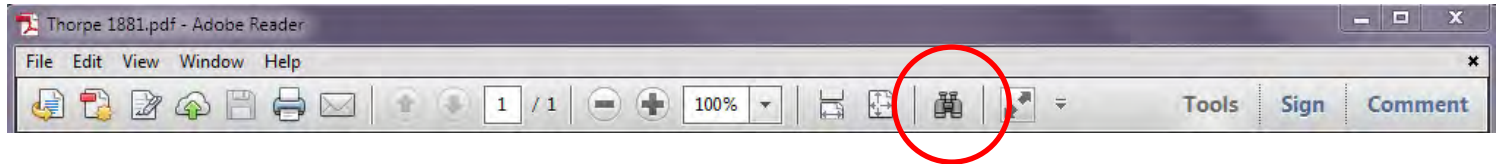
The "About" window may look similar  
to this with a Version Number,  
which in this illustration  
is 11.0.03 [Aug 2013]

To remove the  
Adobe Reader window please  
press the Esc key.

If your Reader version is  
earlier than version 11...  
please reselect the  
"Help" menu and select  
"Check for Updates"



## Configuring the Toolbar for Advanced Searching



In Adobe Reader version 11... the tool bar may look similar to the above.

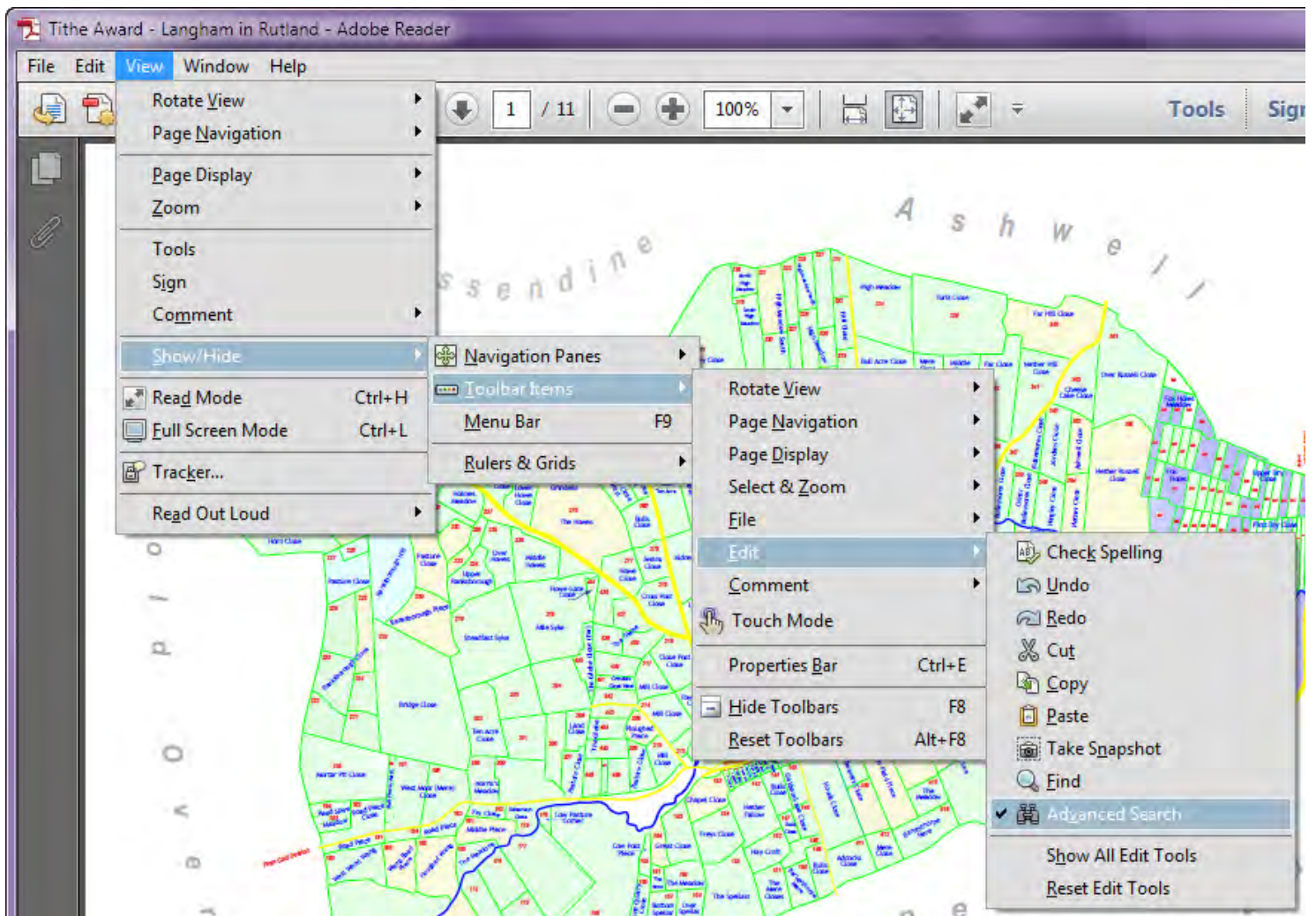
If the binoculars are already available on the tool bar, please skip this page and move on to the next.

To make the binoculars appear in the tool bar:

Open the View Menu > “Show/Hide” > “Toolbar Items” > “Edit” and select “Advanced Search”.

Please see the illustration below.

Now move on to the next page



For this example we are using the Langham 1841 Tithe Map and its apportionments:

<http://www.langhaminrutland.org.uk/tithes/map.pdf>

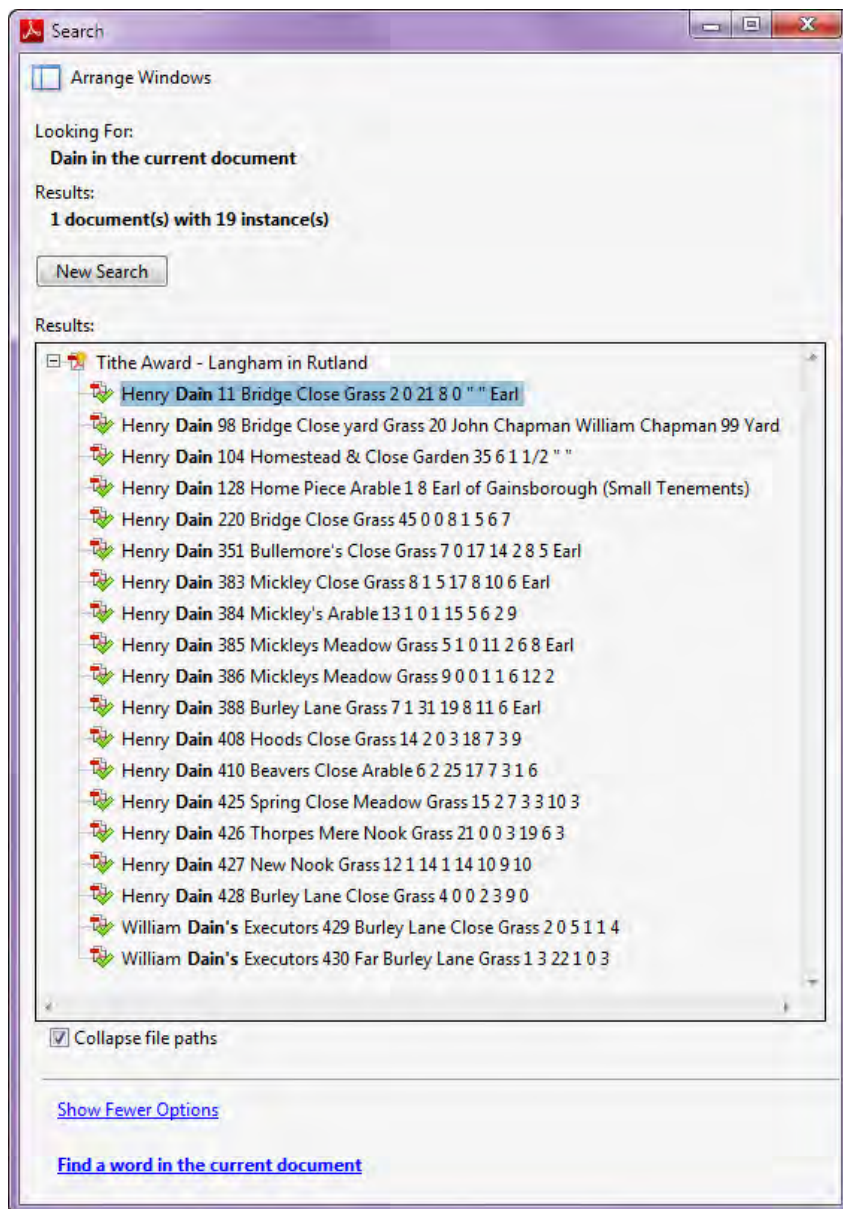
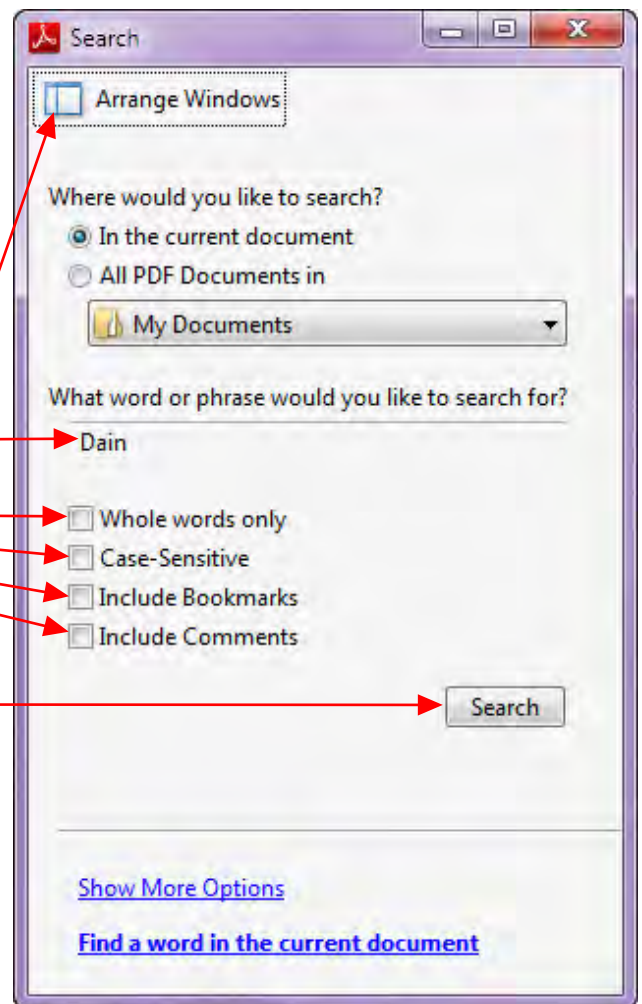
Select the Advanced Search icon (the binoculars) or use the keyboard shortcut “Shift/Ctrl/F” this will open a window similar to the one on the right.

Select Arrange Windows which will position the main and search windows so that you can view both together

Type the word or words you are searching for here

Make sure none of these boxes are ticked

Finally select the “Search” Button



The resulting search will open a window similar to the one shown on the left. This shows a list of the items containing the search for word which in this case was “Dain”.

We did not choose to be more selective by opting for “Whole words only” so our result may contain words like Dainton or Dains. Likewise we choose not to make the search “Case-Sensitive” so we will have found Dain with any mix of upper and lower case letters. “Bookmarked” text and “Commented” text will not have been searched.

Now we can select and double click one of the search result links:

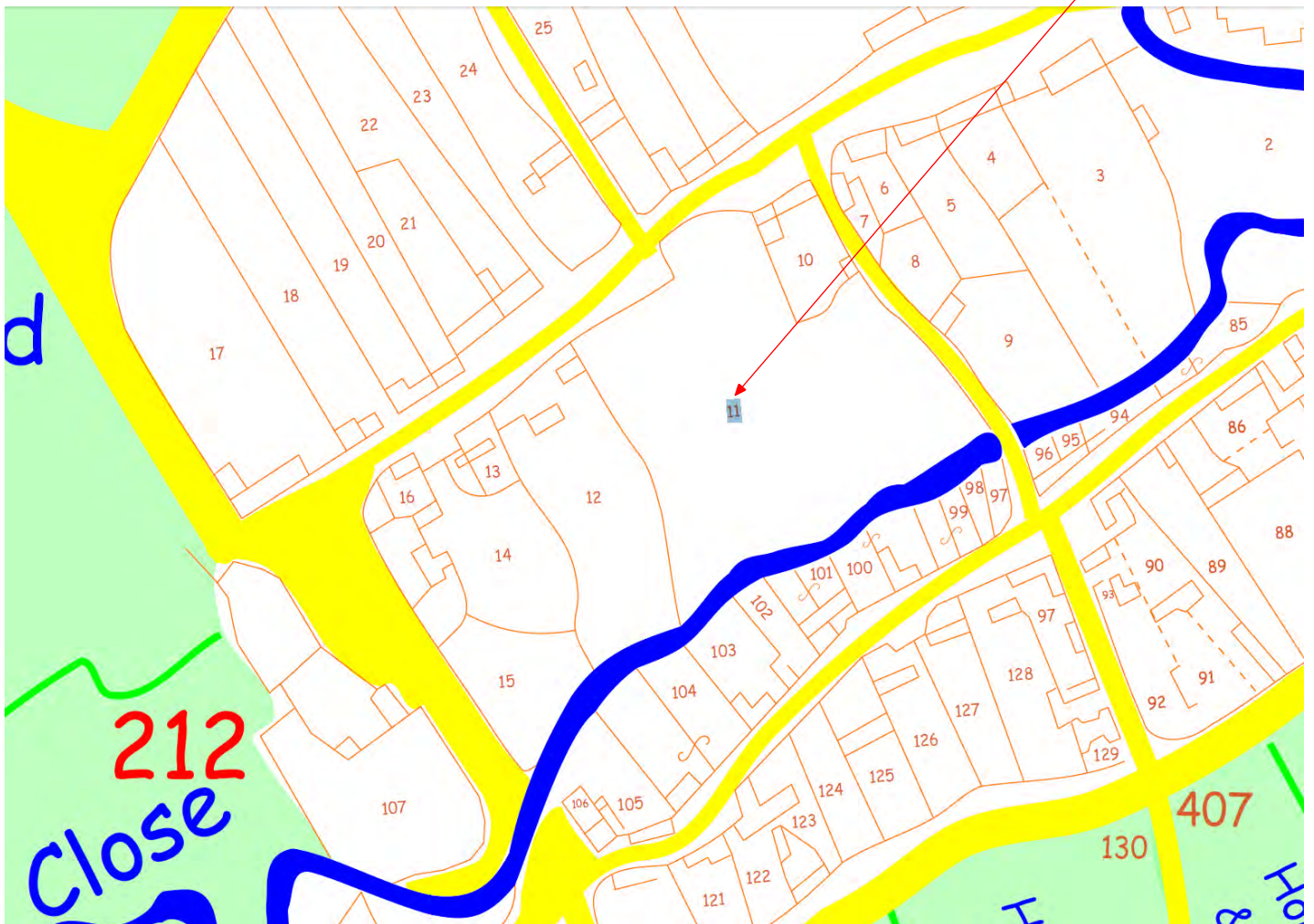
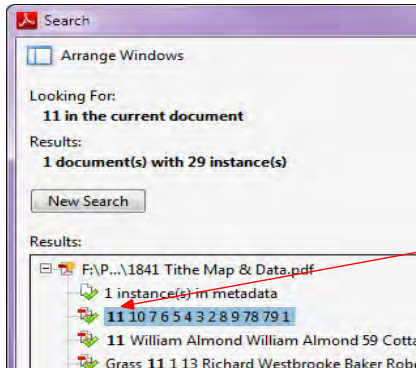
Henry Dain 11 Bridge Close... this will move you to the correct page, line and highlight the found search term

Earl of Gainsborough (Small Tenements)	James Miller	8	Gardens on Waste			7			
Earl of Gainsborough (Small Tenements)	William Bryan	9	House & Paddock	Garden & Pasture		2	0	1	6
Charles Hubbard	Himself	10	Cottage & Garden	Garden			27	2	2
Earl of Gainsborough	John Henry Dain	11	Bridge Close	Grass	2	0	21	8	0
Earl of Gainsborough	John Sewell	12	Cottage & Garden	Garden		3	19	8	6 1/2
Earl of Gainsborough (Small Tenements)	Thomas Clarke	13	Cottage				3		
Earl of Gainsborough	Francis Cox	14	House & Garden	Garden & Grass		1	19	3	5 1/2
John Hubbard	John Hubbard	15	Garden	Garden			20	3	0

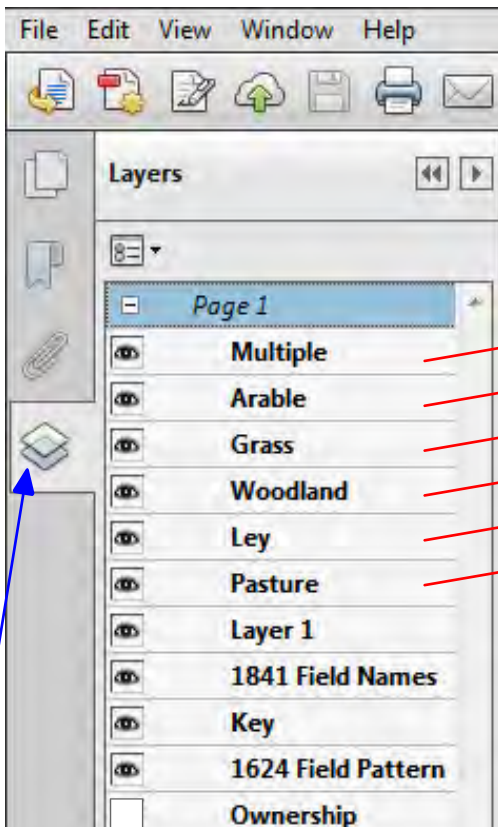
Earl of Gainsborough (Small Tenements)	James Miller	8	Gardens on Waste				7		
Earl of Gainsborough (Small Tenements)	William Bryan	9	House & Paddock	Garden & Pasture		2	0	1	6
Charles Hubbard	Himself	10	Cottage & Garden	Garden			27	2	2
Earl of Gainsborough	John Henry Dain	11	Bridge Close	Grass	2	0	21	8	0
Earl of Gainsborough	John Sewell	12	Cottage & Garden	Garden		3	19	8	6 1/2
Earl of Gainsborough (Small Tenements)	Thomas Clarke	13	Cottage				3		
Earl of Gainsborough	Francis Cox	14	House & Garden	Garden & Grass	1	19		3	5 1/2
John Hubbard	John Hubbard	15	Garden	Garden			20	3	0

We can see in the above that the owner is the Earl of Gainsborough and that John Henry Dain is the occupier. The plan number is 11 and we can use this to conduct a search to find where this plot is on the parish map. Select the advanced search option again and delete Dain from the search box and type in 11. Then select "Whole words only", this will narrow the search to find only 11 rather than say 211.

Plot 11 is within the village core and to view this you will need to increase the map magnification to say 1200%. Now double click on the link that shows the number 11 and the map will move to show the location of plot 11.

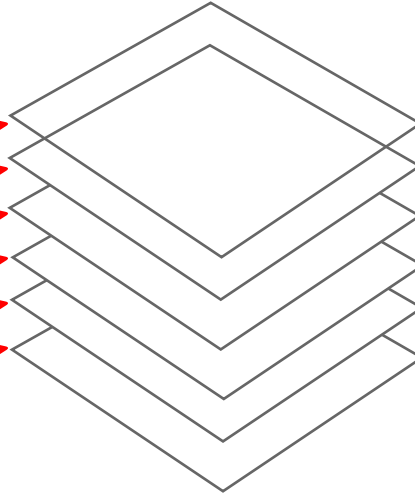


## Using “Multilayer” pdf files



If you use an alternative pdf reader to the free version supplied by Adobe, please ensure that it can open multilayer pdf files.

The map page in our example is made up of multiple layers, similar to stacking several sheets of tracing paper on top of



each other, each sheet containing different elements of the map each layer and contributing to the complete image when you look through all the sheets.

You can hide or include different named layers to build up the image you would like to view or print. Look at the image above which shows number of menu options. The Blue arrow is pointing to the layers menu icon and depicts a number of sheets stacked vertically. Move the mouse pointer over this icon and select it, the layers list will open to show all the named layers.

In this example there are eleven layers starting with Multiple... and finishing with Ownership. To the left of the names you will see a small box which will either be empty as in Ownership or contain an icon which depicts an eye.

A blank box means that the layer is switched off (not visible), an eye means that the layer is switched on and visible. By moving your mouse pointer over each of the boxes and clicking you can hide or make visible each layer, the result of layers being hidden or visible will be displayed within the main Acrobat page.

The Following page shows the map with the 1624 field patterns hidden. Anther simple use for this technique is to hide every layer and the turn on the layer you are looking for, this can be used to advantage on this map if you are looking for woodland, there is so little that making it the only area visible means that you can find it very quickly.

Note: Only the visible layers will be printed, this will allow you to construct a map with only the items you wish to see when printed.

**Layers**

Page 1

- Multiple
- Arable
- Grass
- Woodland
- Lea
- Pasture
- Layer 1
- 1841 Field Names
- Key
- 1624 Field Pattern
- Ownership

