

BASIC INSTRUCTIONS TO USE GREENWOOD CEMETERY GIS:

TO FIND A SPECIFIC GRAVE:

- ~CLICK THE 2ND BUTTON ON THE TOP RIGHT SIDE OF THE SCREEN “FIND A GRAVE”
- ~ENTER LAST NAME – TAB
- ~ENTER FIRST NAME
- ~CLICK THE “APPLY” BUTTON AT THE BOTTOM OF DROPDOWN

THIS SHOULD GIVE YOU A LIST SHOWING YOUR RESULTS

IF YOU ONLY HAVE A LAST NAME, IT WILL GIVE YOU A LARGER LIST

EACH NAME WILL APPEAR IN A BOX WITH AN **ARROW TO THE LEFT OF THE NAME**

CLICK THE ARROW AND THE BOX WILL OPEN WITH ADDITIONAL INFORMATION SUCH AS

GRAVE (PLOT) DESCRIPTION (MADE UP OF DIVISION-BLOCK-LOT-PLOT (GRAVE))

DATE OF DEATH

DATE OF BURIAL

TYPE OF BURIAL

Find a Grave

Results

Features displayed: 1 - 1 / 1

CLARENCE METCALF
Grave 3-9-2-2-A

Grave ID	3-9-2-2-A
Plot ID	3-9-2-2
Last Name	METCALF
First Name	CLARENCE
Mid. Initial	W.
AKA	BUCK
Misc. Ident.	
Date of Birth	
Age	82
Date of Death	1/29/2002, 12:00 AM
Year of Death	2002

Actions

- Loaded (1)
- Related data
- View in table
- Zoom to
- Pan to
- Show on map
- All data (1)
- Set filter
- Add to table

TO ZOOM INTO THE GRAVE (PLOT) ON THE MAP CLICK THE BUTTON WITH **4 CIRCLES** ON THE OPEN

WINDOW AND AN “ACTIONS” LIST WILL DROPDOWN

CLICK THE “**ZOOM TO**” BUTTON AND THE SCREEN WILL ZOOM TO THE GRAVE

Grave (Plot) 2

basemap ... Find a Grave

Results

Features displayed: 1 - 1 / 1

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Description:
Division 3
Block 9
Lot 2
Plot (Grave) 2

GRAVE SPACES ARE DIVIDED INTO 4 QUADIENTS (A-B-C-D) AS UP TO 4 CREMAINS CAN BE BURIED IN ONE GRAVE SPACE (PLOT)