

Helpful hints for using CODAP

With CODAP you can quickly and easily examine large (and small) data sets. The basic process is as follows:

- 1) Place a data set in the **table**.
- 2) **Graph** the columns you are interested in from the data set.
- 3) If the data set includes latitude and longitude, **map** the data set.

Using CODAP is very intuitive and you can figure most of it out yourself, but here are some hints that might be useful from time to time. Please note that these hints do not cover all of the features of CODAP.

a) Working with data tables

I want to...	Action
Create a table	Click on the table icon.
Add data to a table	Drag a data file into the table.
Change how a table looks	Resize a column by dragging the right-hand margin of the header to the left or right. Retype the label at the top of a column to change the wording in the header.
Sort the data in a different way	Click on the header of the column (sometimes it helps to keep the mouse down for a couple of seconds). This opens a drop-down menu. One option in the menu is to sort the column in ascending order, another is to sort in descending order.

b) Working with graphs

I want to...	Action
Create a graph	Click on the graph icon. (Make sure there are data in the table first)
Add data to a graph	Select a column from the table by clicking on the header. Drag the column onto the graph. You can drag it to the x-axis, the left-hand y-axis, or the right-hand y-axis. It will plot the data using that axis.
Add a legend and color-code the points on the graph	If you drag a column header to the center of the graph, a color-coded legend will be added to the graph, and the data points will be color-coded based on the data in that column.
Change how the graph looks	Click on the graph. Several icons will appear at the top-right edge of the graph. Clicking on the paint brush icon brings up a menu that has options for changing the appearance of the graph, including changing the color scheme.
Change the scale of an axis	Click and drag at the top and/or bottom of an axis to increase or decrease the scale.
Analyze the graph in more detail	Click on the graph. Several icons will appear at the top-right edge of the graph. Clicking on the ruler icon brings up a menu that has options for further analysis of the data in the graph.
Highlight some of the data points	Click on the data point(s) either in the table or on the graph.
Hide some of the data points	Select the data points to be hidden. Click on the graph to open the menu at the top-right edge. Click on the eye icon. Chose the option to hide the data points.

c) Working with maps

I want to...	Action
Create a map	Click on the map icon. (Make sure there are data in the table first)
Add data to a map	When you open the map, the data points will automatically appear on the map (if they include latitude and longitude).
Add a legend and color-code the points on the map	If you drag a column header to the center of the map, a color-coded legend will be added to the map, and the data points will be color-coded based on the data in that column.
Change how the map looks	The map always opens in topographic mode (<i>Topo</i> button). This uses different colors and symbols to indicate surface features and elevations. Clicking on the <i>Oceans</i> button at top-right will change the view to show features on the sea floor. Clicking the <i>Streets</i> button makes roads more easily visible on the map.
Change how the data points look on the map	Click on the map. Several icons will appear at the top-right edge of the graph. Clicking on the paint brush icon brings up a menu that has options for changing the appearance of the data points on the map, including changing the color and size.
Change the area shown on the map	Use the + and – buttons at the top-left side of the map to zoom in or out. You can drag the map to reposition different areas at the center of the map.
Analyze the map in more detail	Click on the map. Several icons will appear at the top-right edge of the map. Clicking on the ruler icon brings up a menu that has options for further analysis of the data on the map.
Highlight some of the data points	Click on the data point(s) either in the table, the graph, or the map.
Hide some of the data points	Select the data points to be hidden. Click on the map to open the menu at the top-right edge. Click on the eye icon. Chose the option to hide the data points.

General information

- All windows that open on CODAP can be resized, moved, and minimized.
- The pull-down menu at the top left of the screen can be used to perform actions such as opening, closing, and saving files.
- Other actions that can be performed include animating the data, adding text boxes, using a calculator, etc. Use the icon menu on the top of the screen to select these actions.
- For more detailed and extensive help, click on the help button at the top right of the CODAP window.