



IMPORTING SITES

IMPORTING SITES INTO A BASEMAP

The general process for importing sites into a basemap and the database is to:

1. Create a space-delimited text file with the following data in this order: "Site identifier", "x coordinate", "y coordinate", "ground surface elevation", "map symbol block name".
 - The text file must have a ".add" extension.
 - The text file must be in the c:\gistemp directory.
 - Do not include the header names.
 - To identify the appropriate "map symbol block name", from AutoCAD, select GIS\Utility – Site Map Symbols – Database – Add. Then click "Get Data". In the "Add Site Map Symbols" window, select the appropriate "Symbol Description". The corresponding block name will be displayed in the Values – Site ID box (e.g. GISK-L07 for a Monitoring Well, Shallow)
2. From the basemap (i.e., in AutoCAD), select GIS\Utility - Site Map Symbols - Database - Add.
3. Click "Get File" and select the .add file.
4. Click "Apply".

IMPORTING SITES DIRECTLY INTO SITE.DBF

To import sites directly into the site.dbf database file, use the following procedure:

1. Create a source file in an importable format (e.g. DBF, comma-delimited, Excel 4 or older). Some tips:
 - If the source file is a DBF file, the field names in the source file must be exactly the same as those in the target file.
 - If the source file is not a DBF file, the order of the fields in the source file must be exactly the same as those in the target file, even if a particular field contains no data.
 - The "Handle" field in the import file must be blank.
 - You can review the target table structure (Help - Table Information – Shared - Sites) or the contents of the existing target table (Utility - Browse Files – Shared - Sites) to check the appropriate structure of the import file.
 - If you are not sure what each field represents, review the tour.hlp (Help File). This help file is available on the GIS\Solutions website.
 - To ensure that your source file is in the correct structure, you can enter one record in the GIS\Key database and then export that record (Utility - Export Data) into a file that you can use as a template for your source file.



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2. Start the database. Select menu item Utility - Import Data;

- Select the directory containing the file to import;
- Select the source file name (press F2, type, or right click) and the type of file (press F2 or right click for valid file types);
- Select the target data file; and
- Click "OK".

3. The import routine performs data integrity and validation checks on the source file. If the import routine detected errors in the source file, you can review the reject report by printing to the default "Printer", "Screen", or "File". The reject report displays the failed record number(s) and the associated reason(s) for failure. Some Tips:

- When viewing a reject report on the screen, hit the "Page Down" button on your keyboard to scroll down. You cannot scroll back up.
- The associated legend for the reject report is at the bottom of the report.
- To close the window, hit <Esc> or double click the small box in the upper left hand corner of the report window.