

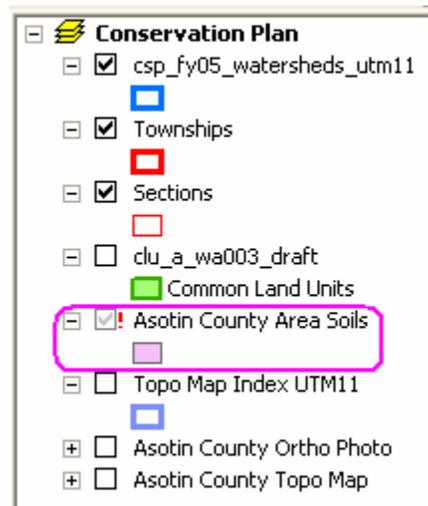
Helpful Hint—How to Change the Source for a Layer in ArcGIS

Applies to Version:	5.2, SP2.1
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Helpful Hint Date:	09-11-2006

Background:

Occasionally, the name of a layer in a template will change or the layer file will be stored in a new location. For example, soils shapefiles and databases used to be stored in O:\geodata\soils. Currently, the shapefiles are found in O:\geodata\soils\soil_wa<SSAN>\spatial\soilmu_a_wa<SSAN>.shp and the soils databases are located in O:\geodata\soils\soil_wa<SSAN>\tabular\soil_d_wa<SSAN>.mdb. The naming convention for the Common Land Unit layer has changed from clu_a_<FIPS>_draft.shp to clu_a_copy_wa<FIPS>.shp.

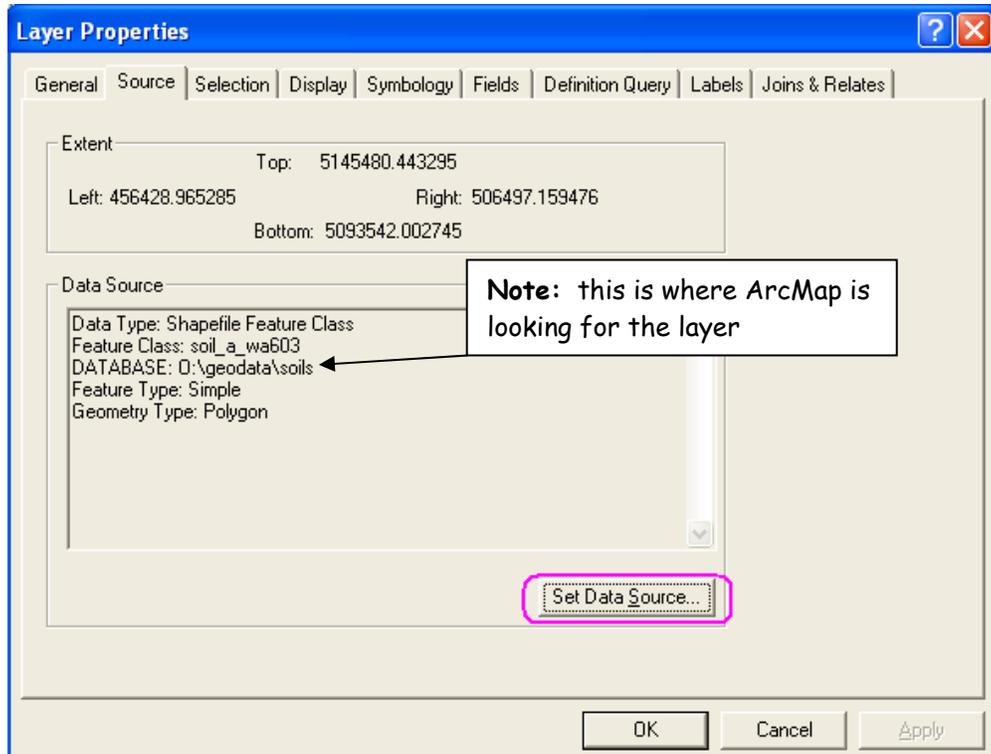
New Toolkit GIS templates were made and placed on local Servers in September. The new templates point to the correct soils and CLU layers. However, if a project was created using an older template, or one that uses data stored on the C:\ drive (like a laptop), the soils and CLU layers will not be available. The table of contents will look like this:



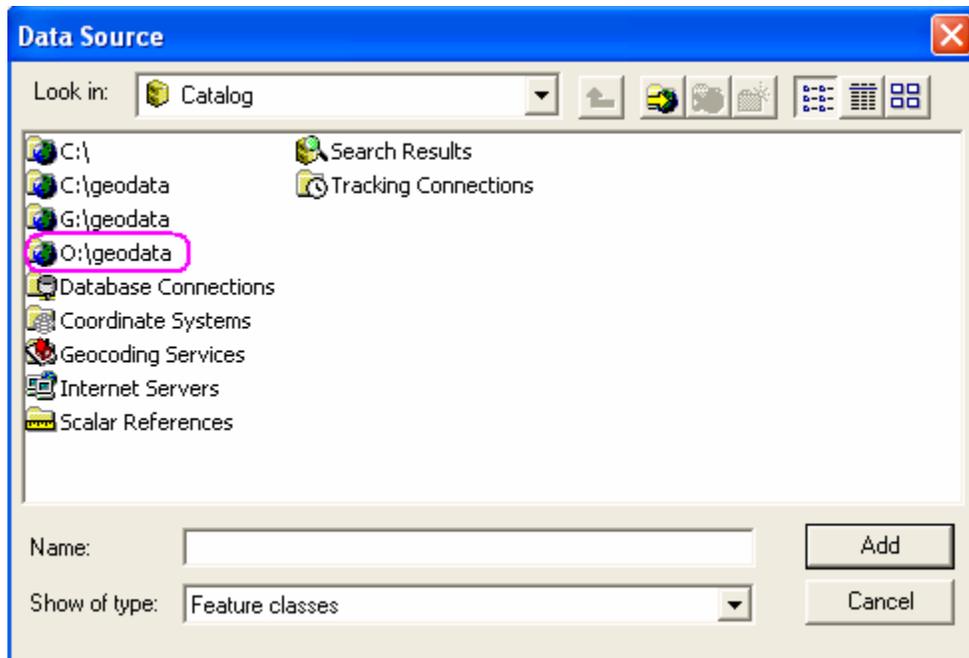
The layer that ArcMap cannot find has a red exclamation point beside the box and there is a gray check mark in the box next to the layer name.

Instructions:

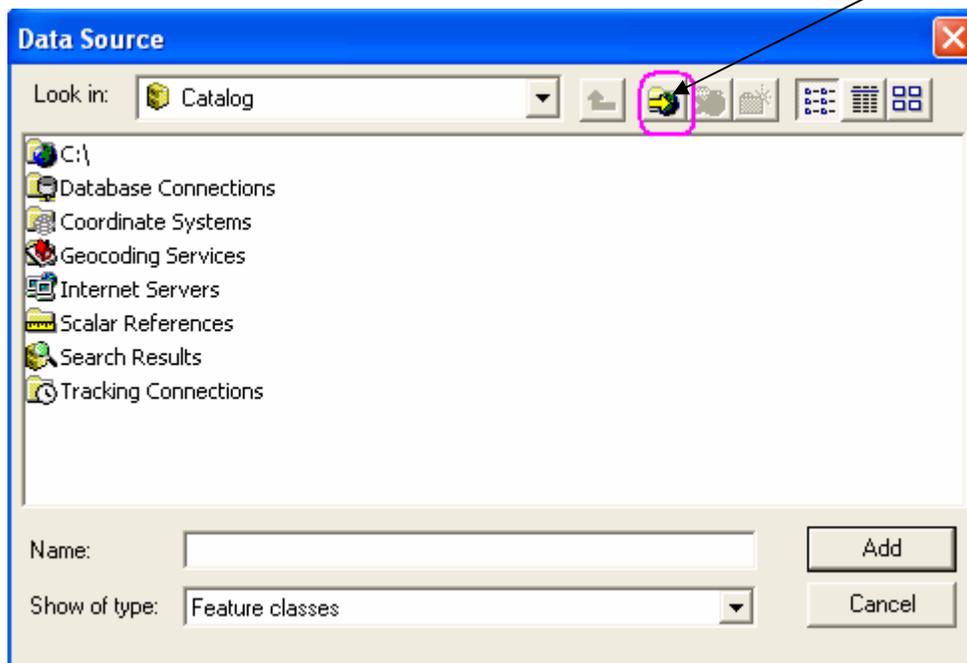
1. Highlight the layer name and right mouse click on it. Select Properties.
2. Go to the Source tab and click on Set Data Source



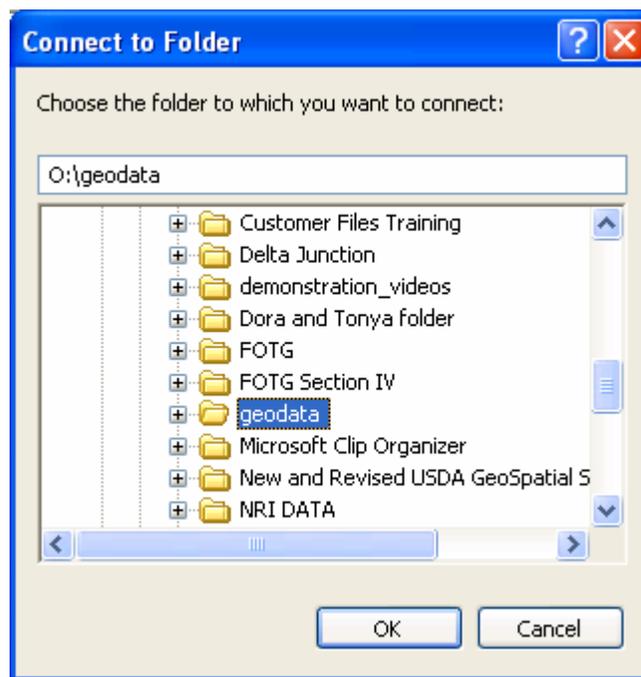
3. Double click on O:\geodata



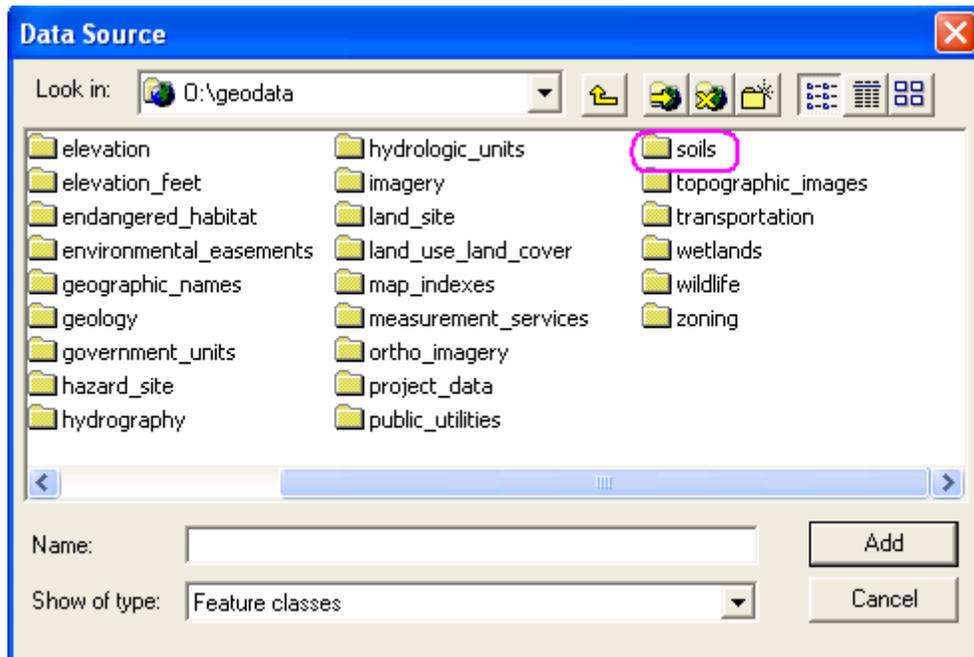
4. If O:\geodata does not show in the Arc Catalog list click on the Connect to Folder icon



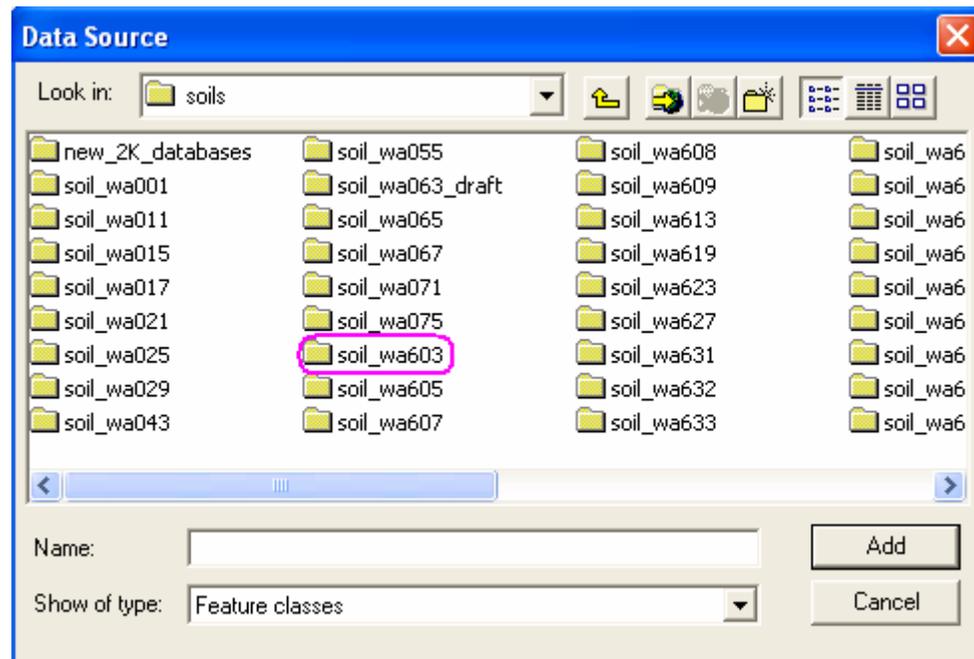
5. Browse to O:\Geodata and click OK



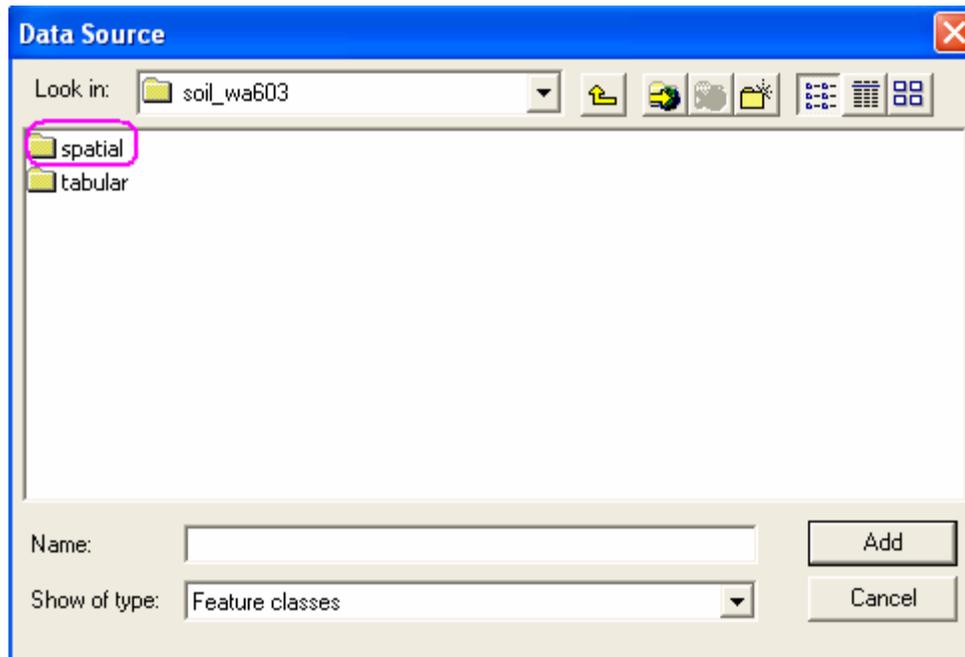
6. Double click on the Soils Folder



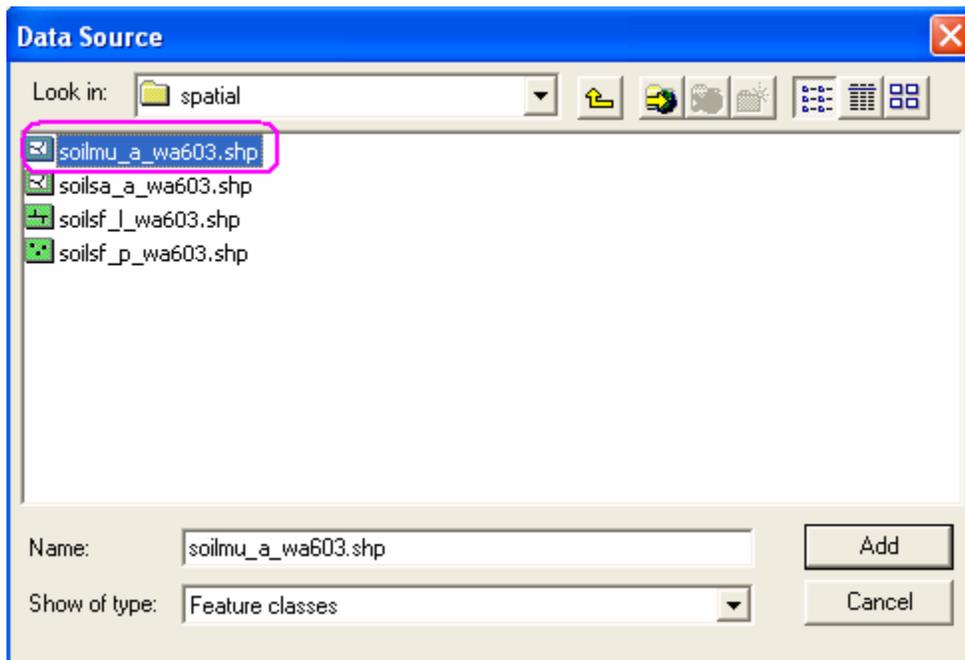
7. Double click on the folder named for your Soil Survey Area (SSAN)



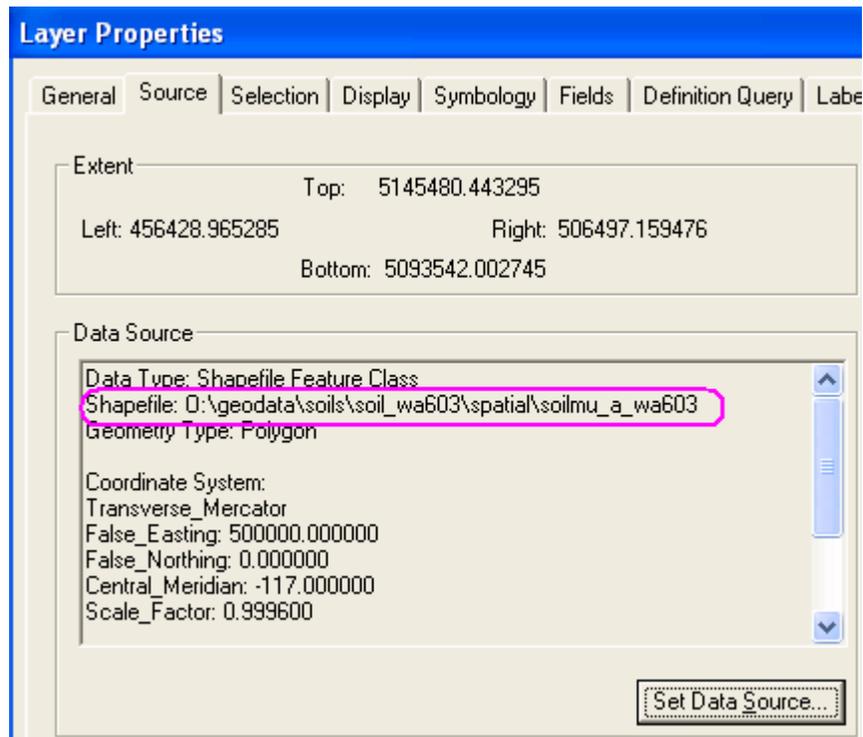
8. Double click on the Spatial folder



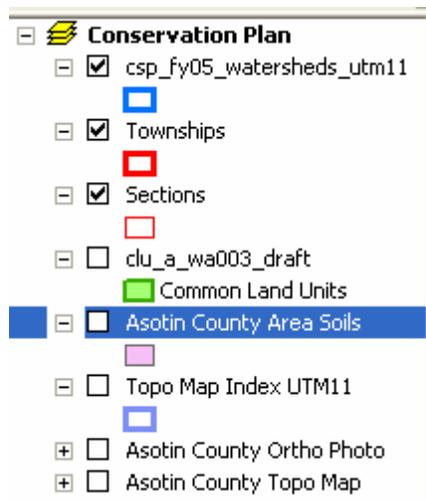
9. Single click on the shapefile for your Soil Survey Area and click on the Add button.



10. Note the path name that is now listed on the layer properties source tab and click OK.



The table of contents will now look like this and the layer is available for your use.



Follow the same procedure to locate the CLU layer in O:\geodata\common_land_unit with the name clu_a_copy_wa<FIPS>.shp or to redirect the ArcMap project to look for geodata stored on the C:\drive instead of a Server.