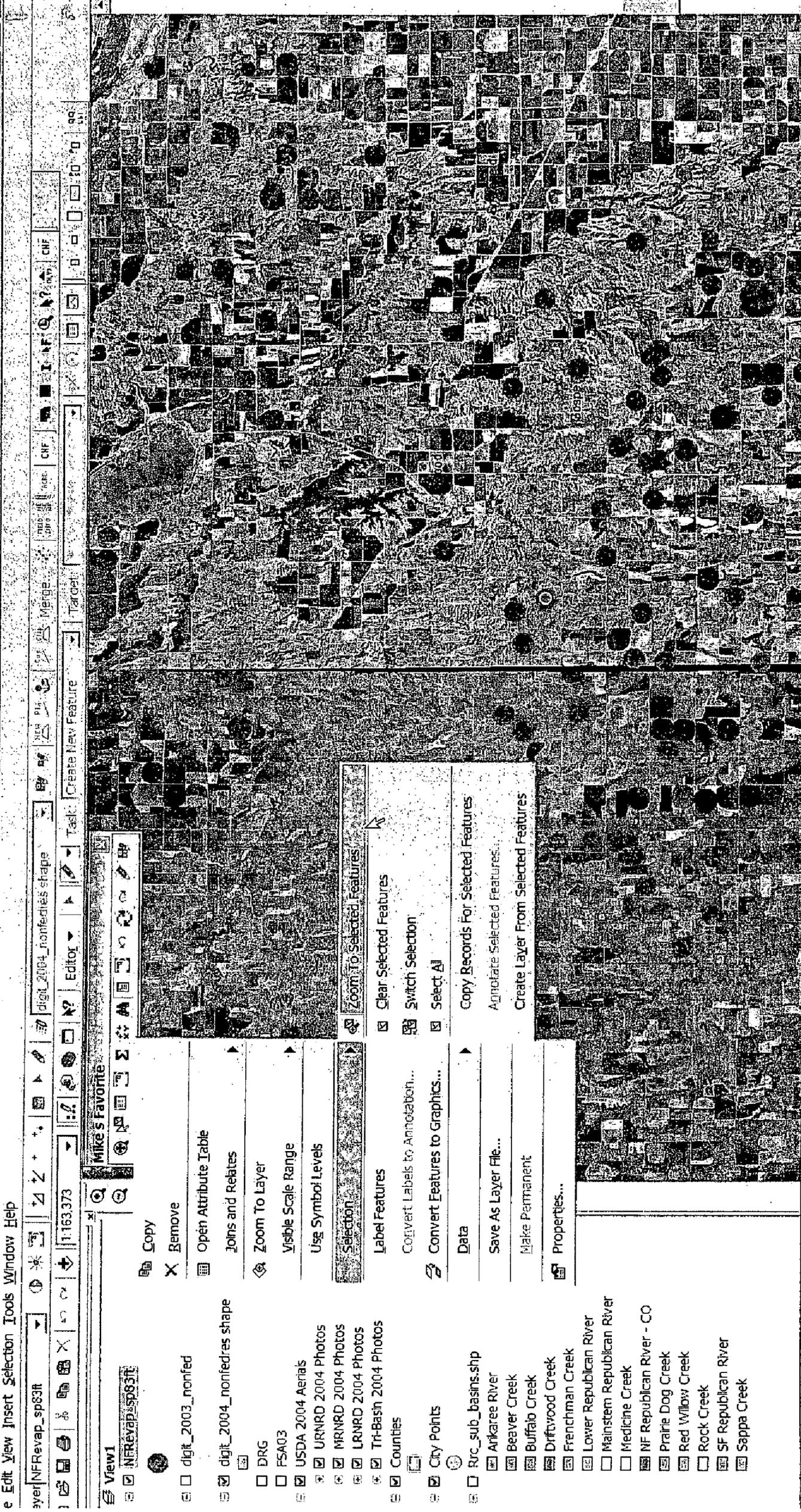


## Instructions for Digitizing Non-Federal Reservoirs

1. Open map document "Small Non-Fed ResXX.mxd" , where XX is the current version number of the map document. It is a good idea to save the file under a new version number after a few hours of digitizing.
2. Once the map document is open make sure the attribute table for shapefile "NFRevap\_sp83ft" is open and placed to the bottom left of the monitor screen. It should take up the left half of the screen.
3. The bottom right half of the screen should be occupied by the attribute table for shapefile "digit\_2004\_nonfedres".
4. Start an edit session with "digit\_2004\_nonfedres" as the target layer and "Create New Feature" as the task.
5. Find next digitizing feature on checklist and locate corresponding record by "Evap\_id" in the attribute table for shapefile "digit\_2004\_nonfedres".
6. Right click on "NFRevap\_sp83ft" in the table of contents area of the map document, then left click on "Selection" and left click on "Zoom to Selected Features".
7. Use zoom-in tool to drag a small box around the selected point feature of the "NFRevap\_sp83ft" shapefile.
8. Use the sketch tool to digitize around the reservoir. If the reservoir is dry, make a note on the checklist in the "Notes" column next to the "Evap\_ID" column. Make sure to write down the Evap\_ID too. If the reservoir is dry, then draw a very small rectangular polygon as a placeholder in the database.
9. When done drawing the wetted perimeter of the reservoir click in the "Id" column for the record for newly created polygon in the attribute table for shapefile "digit\_2004\_nonfedres". Enter the correct Evap\_id number and then click in another table cell to make sure the number is recorded.
10. Left click on the "Save Edits" button or go to the "Editor" menu and select "Save Edits"
11. Return to step five and continue until through with the edit session.
12. When through with editing go to the "Editor" menu and select "Stop Editing".
13. Save map document under an incremented version number and exit ArcMap.



Copy  
 Remove  
 Open Attribute Table  
 Joins and Relates  
 Zoom To Layer  
 Visible Scale Range  
 Use Symbol Levels  
 Selection  
 Label Features  
 Convert Labels to Annotation...  
 Convert Features to Graphics...  
 Data  
 Save As Layer File...  
 Make Permanent  
 Properties...

- View1
- NREvapsp83ft
  - digit\_2003\_nonfed
  - digit\_2004\_nonfedres shape
  - DRG
  - FSA03
  - USDA 2004 Aerials
  - URNRD 2004 Photos
  - MRNRD 2004 Photos
  - LRNRD 2004 Photos
  - Tr-Basin 2004 Photos
  - Counties
  - City Points
  - Rrc\_sub\_basins.shp
  - Arkaree River
  - Beaver Creek
  - Buffalo Creek
  - Driftwood Creek
  - Frenchman Creek
  - Lower Republican River
  - Mainstem Republican River
  - Medicine Creek
  - NF Republican River - CO
  - Prairie Dog Creek
  - Red Willow Creek
  - Rock Creek
  - SF Republican River
  - Sappa Creek

Clear Selected Features  
 Switch Selection  
 Select All  
 Copy Records For Selected Features  
 Annotate Selected Features...  
 Create Layer From Selected Features

DAMNAT  
 EVAP\_ID  
 59  
 20 Point  
 21 Point  
 22 Point  
 51  
 23 Point  
 24 Point  
 64 ISCHURR DAM NO 2  
 25 Point  
 65 ISCHURR DAM NO 1  
 57 BROCKMEIER DAM  
 69  
 26 Point  
 70 WHALEY-REYNOLDS DAM NO 2  
 74  
 28 Point

Record: 13  
 Show: All  
 Selected: 1 (out of 643 Selected)  
 Options

Record: 14  
 Show: All  
 Selected: 0 (out of 20 Selected)  
 Options

Attributes of NREvapsp83ft

FID	Shape*	EVAP_ID
59	20 Point	
60	21 Point	
51	22 Point	
64	23 Point	ISCHURR DAM NO 2
65	24 Point	ISCHURR DAM NO 1
57	25 Point	BROCKMEIER DAM
69	26 Point	
70	27 Point	WHALEY-REYNOLDS DAM NO 2
74	28 Point	

Attributes of digit\_2004\_nonfedres shape

FID	Shape*	OBJECTID	Id	Shana_Land	Shape Area
10	Polygon	0	34	0	0
11	Polygon	0	38	0	0
12	Polygon	0	40	0	0
13	Polygon	0	46	0	0
14	Polygon	0	49	0	0
15	Polygon	0	50	0	0
16	Polygon	0	51	0	0
17	Polygon	0	52	0	0
18	Polygon	0	54	0	0
19	Polygon	0	55	0	0

