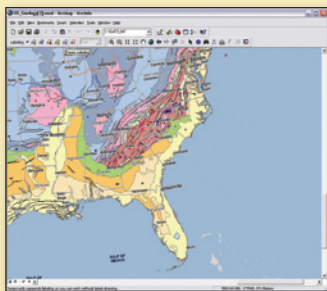


# Being More Productive on the Desktop

## Counting down new favorite features in ArcGIS 9.3

Many desktop technology enhancements in ArcGIS 9.3 have focused on specific functionality and usability features requested by users. These 10 enhancements are organized around making you more productive when working in ArcMap.

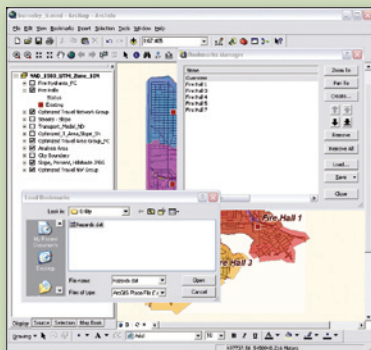
### 10 Stop Redrawing Labels



The Pause Labeling button is located on the Labeling toolbar.

Pause Redraw has been part of ArcMap for several releases. The new Pause Labeling functionality works in much the same fashion. It saves time while navigating to an area of interest or making adjustments to a map by suspending label drawing. Use the Pause Labeling button on the Labeling toolbar to toggle labeling on and off. Access the Pause Labeling button by choosing View > Toolbars > Labeling.

### 9 Access and Use Bookmarks More Easily



Save bookmarks to an ArcGIS Place (.dat) file to use them in other map documents or share them with coworkers.

Click on the Bookmarks submenu from the top-level menu in ArcMap, ArcScene, ArcGlobe, and ArcReader to quickly set, manage, or go to bookmarks.

Bookmarks let you zoom or pan to a predefined extent and location on a map in one step, eliminating time spent zooming, recentering, and redrawing the map. All bookmarks are stored in the map document, but each data frame has its own bookmarks. If the map is in Layout view, only bookmarks for the active frame are displayed.

The Bookmark Manager has been redesigned with this release. Bookmarks can be reordered and

removed with ease. All or selected bookmarks can be saved to an ArcGIS Place (.dat) file. Hold down the Shift or Ctrl key to select multiple bookmarks to save to a .dat file. Bookmarks saved to a .dat file can be loaded in other map documents you have or shared with other users. In ArcScene and ArcGlobe, bookmarks can be saved and used in perspective viewers as well as the main map canvas.

Add bookmarks from the Identify window by right-clicking on the feature name and choosing Create Bookmark from the context menu. In the Bookmark Manager, double-click on a bookmark to zoom to it.

### 8 Get a Closer Look at Data or Compare Data

With ArcGIS Desktop 9.3, the viewer and Magnifier windows are easier to access and quickly position with the Create a viewer Window tool on the Tools toolbar in the default ArcMap interface. Toggle this tool on while in Data view and use the tool's crosshairs to draw a viewer at an area of interest. This window can be toggled between Magnifier and viewer modes using the drop-down menu in the viewer frame.

In either mode, a viewer window provides an independent view of the map. The viewer window is set using a map scale while the Magnifier window uses a percentage of the map's current scale. With both windows, ArcMap's interactive tools can be used to identify, zoom, pan, select, and edit features inside the window. Right-click on the window to access common navigation and selection tools from the context menu.

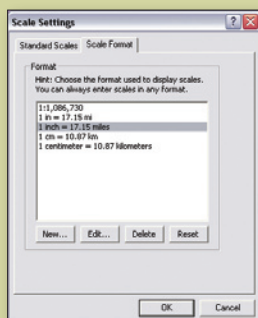
Use either window to compare two different areas by looking at one in the viewer window and the other on the map canvas. Use the viewer's context menu to synchronize the viewer window's display with the location and spatial extent shown on the map canvas.

Viewer windows can be used for comparing different datasets for the same area or to view data representing different time periods. A viewer window can be used to work with inactive data frames side by side with the active data frame shown in the ArcMap canvas. This is especially useful when using the ArcGIS Schematics extension: Geographic features and schematic diagrams representing these features can be viewed side by side. There are some limitations when using a viewer window in an inactive data frame. Editing cannot be performed on features or graphics in a Viewer in an inactive frame.



ArcMap's interactive tools can be used on the map extent shown in the Viewer window.

## 7 Use Relative Map Scale Formats Everywhere



*ArcMap can be customized to report scales in relative format instead of absolute format throughout the ArcMap interface.*

ArcGIS 9.2 introduced the ability to enter map scales in relative format (e.g., 1 inch = 100 miles) wherever scale is specified in the ArcMap interface. Relative scales entered into scale controls anywhere in the interface were automatically converted to the equivalent absolute scale.

In ArcGIS 9.3, ArcMap can be customized to report scales in relative format instead of absolute format throughout the ArcMap interface. Simply click on the Scale drop-down menu and choose the Customize This List command. In the Scale Settings dialog box, click the Scale Format tab to view formats, edit existing ones, or create new ones. Formats can be defined that capitalize or abbreviate units.

Customizations to the list of predefined scales and settings for scale display are stored as ArcMap settings on your computer, not in the map document itself. These customizations will not affect the map if it is opened on another machine.

For a complete list of the new functionality in ArcGIS 9.3, see What's New in ArcGIS 9.3 at [resources.esri.com/arcgisdesktop](http://resources.esri.com/arcgisdesktop).

## 6 Easily Turn Layers Off and On

Step through the layers in a map or change between group layers more quickly. With this new functionality in ArcGIS 9.3, just hold down the Alt key and click on a layer to turn that layer on while turning all other layers off. In previous versions of ArcGIS, it took two mouse clicks and two map redraws to accomplish the same result. This makes it particularly easy to step through a time series collection of data.

*Continued on page 42*

# Being More Productive on the Desktop

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## 5 Get Tailored Attribute Information with the HTML Pop-up Tool

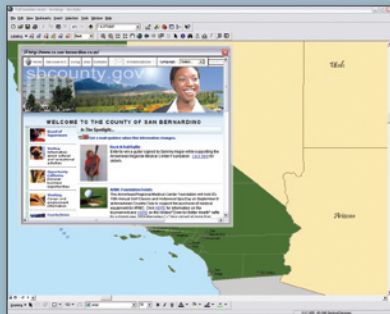
Display the attributes of geographic features and related information in HTML pop-ups. Small windows containing HTML and Web content, HTML pop-ups can use HTML formatting, links, and multimedia. An HTML pop-up is linked to its feature by a leader line.

Access HTML pop-ups using the HTML Pop-up tool in the Tools toolbar. Define HTML pop-ups by double-clicking on the layer to open its Properties dialog box. Click on the HTML Pop-up tab and check the box at the top of the tab.

By default, an HTML pop-up for a feature layer is a simple HTML table showing the layer's attributes. Any HTML formatting stored in text fields in the feature's attributes is respected, and any attributes with complete URLs are displayed as clickable links in the pop-up window.

Customized HTML pop-ups can also be defined using an XSL template specified in the Layer Properties dialog box HTML Pop-up tab. For examples of XSL templates and possible customizations, see the HTML Pop-up folder in \ArcGIS\Styles\ directory on the drive where ArcGIS is installed. This folder also contains the pop-up.xml file used for the default HTML table option. Multiple HTML pop-ups can be open at the same time.

The HTML pop-up tool also uses the selection tolerance specified in pixels in the Selection > Selection Options dialog box. HTML pop-ups remain open as long as the HTML Pop-up tool is selected.

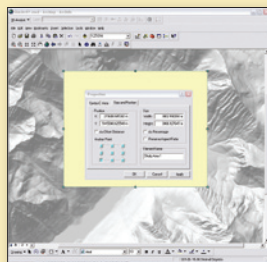


*HTML pop-ups can be used to display a Web site or a feature's attributes.*

## 3 Convert Features to Graphics

Convert selected features to graphics to adjust their location, resize them, or edit them on the map without changing the underlying data. This may be desirable for cartographic purposes such as map generalization. All features or only selected features in a layer can be converted. Right-click on the data frame and choose Convert Features to Graphics. During the conversion process, you can choose to draw only the graphics or both graphics and features. If you decide later to draw both features and graphics, open the Layer Properties dialog box, click on the Display tab, and restore all or just some of the excluded features. The newly created graphics remain selected so they can be further manipulated.

## 4 Convert Graphics to Features



*Assign a name to the output feature using the graphic's Element Name.*

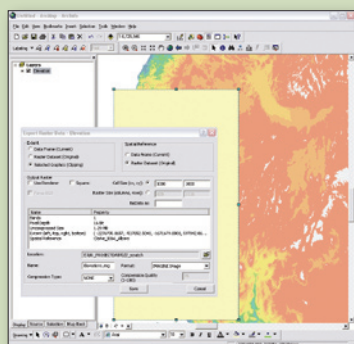
This new command, available from the Drawing toolbar, converts graphics drawn on a map into features. This is an easy and quick method for creating simple datasets, study areas, and clipping extents. It eliminates the need to create a new shapefile or feature class in ArcCatalog and then start an edit session to add new features to it. To assign names to the output files, right-click on the graphic before conversion and choose Properties. Click on the Size and Position tab and assign an Element Name. The shapefile or feature class generated by the conversion process will have that name.

Access this command by right-clicking the data frame in the table of contents or clicking in the Drawing pull-down menu on the Draw toolbar. Point, line, and polygon graphics—including curved lines and freehand lines and polygons—are supported and can be outputted as either a shapefile or a feature class. The coordinate system assigned to the new features can come from the data frame or a layer on the map. You have the option of automatically deleting the graphics after features are created.

Text graphics can also be converted to annotation. When converting text to annotation, currently selected point, line, and polygon graphics can also be added to the annotation feature class so one annotation feature class can hold both the text and its associated graphics.

This tool also supports three-dimensional graphics such as contour lines drawn on the map using the Contour tool in the ArcGIS 3D Analyst extension toolbar. When three-dimensional graphics are converted, the output shapefile or feature class will automatically have Z values enabled.

## 2 Clip a Raster to a Graphic Shape



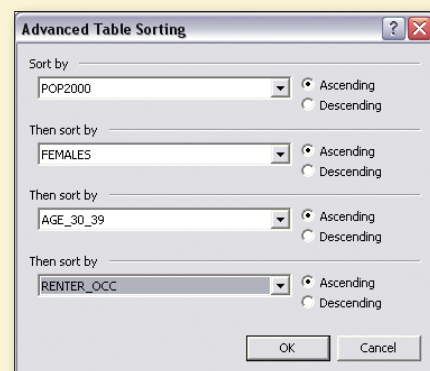
Set export data parameters to clip a raster using a graphic shape.

Make raster datasets more manageable by clipping rasters using any graphic shape and exporting them from a map as a BMP, GIF, GRID, IMAGINE, JPEG, JPEG 2000, PNG, or TIFF file. This functionality is very useful for defining a study area.

After drawing the graphic to use for clipping, right-click on the raster layer to clip in the table of contents in ArcMap and choose Data, then Export Data. In the Export Raster Data dialog box, click the appropriate radio button next to Selected Graphics (Clipping) to clip and export the raster dataset based on the selected graphics in the display. Click Data Frame (Current) or Raster Dataset (Original) in the Spatial Reference box to set the spatial reference for the export file. If desired, check Force RGB to export the output raster as a three-band RGB raster dataset with the current renderer. Specify a NoData value for the output. The default is to export by using the raster dataset's original cell size.

Finally, browse to the location to save the exported raster dataset, name it, and use a raster format. If the output location is a geodatabase, the output type will automatically be the correct geodatabase type.

## 1 Use Advanced Table Sorting



Get spreadsheet-like sorting functionality using as many as four fields in an attribute table.

The Advanced Table Sorting option provides spreadsheet-like sorting on as many as four fields. Right-click any field name and choose Advanced Sorting from the context menu. In the dialog box, use the drop-downs to select up to four fields to sort on and select the sort order, either Ascending or Descending for each field you want to sort on. Click OK. Remove sorting by right-clicking a field name, choosing Advanced Sorting, and setting all the fields to sort to (none).

### For More Information

Two courses, *What's New in ArcGIS Desktop 9.3*, a free Web training seminar, and *ArcGIS Desktop II: Tools and Functionality*, an instructor-led course, are available. Visit [www.esri.com/training](http://www.esri.com/training) for more information.



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