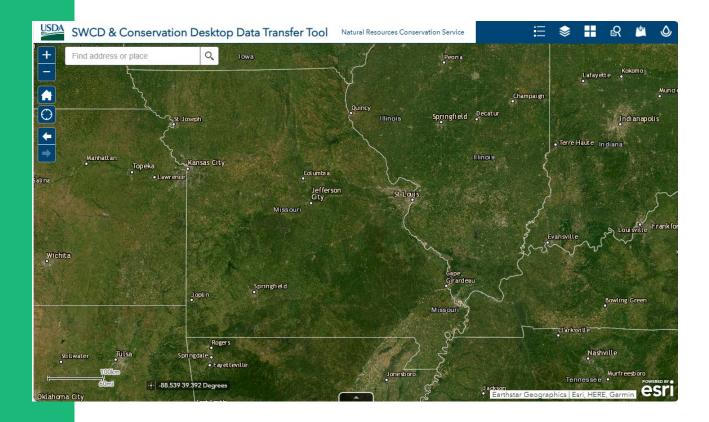


# Missouri Technical Note

# Missouri SWCD Web App & CD Data Transfer User Manual





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# Part 1: Copying Data into Transfer Layers for use in CD

The SWCD & Conservation Desktop Data Transfer Tool is intended to allow for easier transfer of data between the Soil & Water Conservation District App and Conservation Desktop. It allows users to copy data back and forth between the two systems without having to redraw features. It should allow for easier and more accurate data sharing when data needs to be tracked in both systems. The app needs to be opened on an NRCS Shared computer or through Citrix or the needed layers will not be available. Any questions regarding these instructions should be directed to the State GIS Specialist, Katie Philbrick, at <u>katie.philbrick@usda.gov</u>

#### Section 1: NRCS Geoportal

If you have never been to the NRCS GIS-States portal page, you should do this before starting anything else. This only needs to be done once. You must do this from an NRCS shared computer or through Citrix.

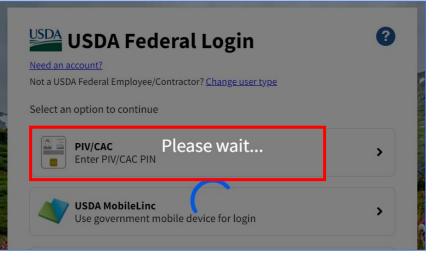
1. In Chrome, navigate to <u>https://gis-states.sc.egov.usda.gov/portal</u>. In the upper right corner, click Sign In.



2. Make sure Enterprise Geoportal is expanded (not the ArcGIS Online section), and click the blue button **eAuth for NGCE States Portal 10.8.1.** 

Sig	n in to GIS-States 10.8.1 with	() esri
	Enterprise login	
	eAuth for NGCE States Portal 10.8.1	

- Your browser should go the eAuth page and may automatically go through the single desktop sign on, or you may have to click PIV/CAC and login with your LincPass PIN.
- 4. Once you are logged into eAuth, your browser should take you back to the Geoportal home page.





### Section 2: Opening the Tool

1.	Go to https://modnr.maps.arcgis.com/	<ul><li>←</li><li>=</li></ul>	C ArcGIS	https://modnr.r	naps.arcgis.com/ho	A <sub>0</sub>		3	() () ()	£≡ Q	<b>⊗</b> Sig	 gn In	•
	and click <b>Sign In</b> .			Ser and a second second	ri ment of Na htfo <b>rm</b>	tura	I Res	our	ces				

- 2. Select the **Missouri DNR** login button. Alternatively, if you have an ArcGIS Online Account, you can use the user name and password section here also.
- 3. Enter your DNR credentials to login.

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Missouri DNR Missouri Department of Natural Resources	
ArcGIS login	^
🖞 Username	
Password	

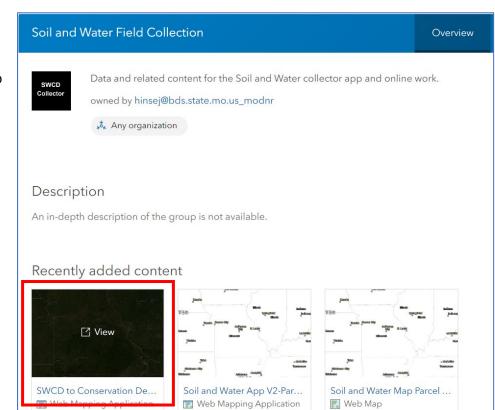
4. Once you are logged in to ArcGIS Online, select **Groups**.

Home Gallery Map Scene Notebook Groups Content Organization Q JL	Home	Gallery	Мар	Scene	Notebook	Groups	Content	Organization	Q	Ů		
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5. Locate the Soil and Water Field Collection Group. Select View Details.

Home	Gallery	Мар	Scene	Notebook	Groups	Content	Organization	Q	Û		Q
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	Katie.Philbrick Another orgar			HI hinsej@	@bds.state.mo	.us_modnr			View d	etails	•••

 Under Recently Added Content, you should see an app called
 SWCD to Conservation Desktop
 Data Transfer Tool. Click the map picture to go directly into the tool.



Created: Mar 22, 2022

Updated: Apr 2, 2024

iew count: 97

 Once you have gotten into the app the first time, you can bookmark the app and not have to go through the group pages. You can do this with the star at the right of the address bar.

Created: Sep 19, 2022

Updated: Apr 12, 2024

/iew count: 0

Below is a direct link to the app:

https://modnr.maps.arcgis.com/apps/ webappviewer/index.html?id=bf461cc 73c6241ef9571084ba8767265 webappviewer/index.html?id=b...

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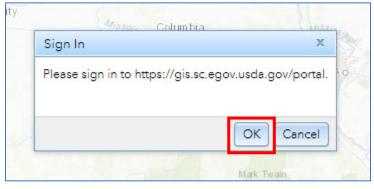
Remove

Created: Mar 22, 2022

Updated: Mar 30, 2024

count: 207

 When you first open the page, you may get a Sign In popup. You MUST click **OK** on this for the app to work properly.



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9. You may also need to enter your eAuth credentials here as well. If you get a login box, make sure you have the Enterprise login section expanded, and select the blue eAuth for NGCE States Portal box. You may be sent to the Single Desktop Sign-in or you may have to go through the full eAuth credentials.

Sign in to NRCS GIS-States Portal with	esri
Enterprise login	^
eAuth for NGCE States Portal 10.8.1	
ArcGIS login	~

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- If you've gotten in successfully, the app should load to a splash screen. This screen is to notify you that this app is meant ONLY for data transfer between CD and the full SWCD App. All other functionality that exists in the SWCD app is disabled here.
- 11. Click **OK** to continue.

U.S. Department of Agriculture Natural Resources Conservation Service
This app is intended for copying data between the Soil & Water Conservation District App and Conservation Desktop. Most functionality from the District App has been disabled here and you should continue to use that app for most tasks.
Layers have been provided in this app for direct transfer of data between the SWCD layers and CD. Data copied to these layers are immediately accessible in Conservation Desktop and may be used to copy data from these layers to your Land Unit or Practice layers.
Full instructions on the usage of this app can be found on the GIS section of the Missouri Sharepoint at the following link. SWCD & Conservation Desktop Data Transfer Manual
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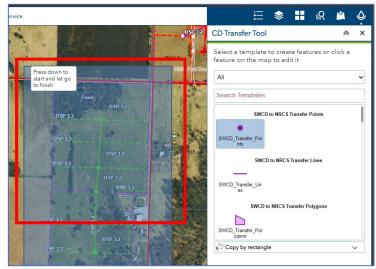
12. If you get a message that says it could not open the CD Transfer layers or the tool fails to load completely, ensure you are either on the NRCS shared computer or working through Citrix. You will not be able to use the transfer layers if you are not connected to a USDA intranet resource.

# Section 3: Copying Data to Transfer Layers

- 1. Zoom into the area you need to transfer data for.
- 2. Open the **CD Transfer Tool**. If the tool says layers not visible, you need to be zoomed farther into the map to use the tool.

#### **Transferring Points**

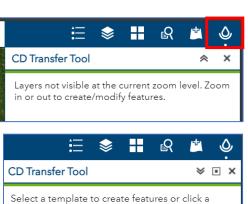
- 3. Select SWCD to NRCS Transfer Points.
- 4. In the dropdown at the bottom of the Tool, select **Copy By Rectangle**.
- 5. **Drag** your cursor around features you wish to copy. These features will outline in Blue in the Map.



- 6. A list of selected features will appear. If there are features selected that you do not wish to copy, check them off.
- 7. Click Create Features.
- 8. If you copied multiple features, the tool will save automatically. If you have only copied one feature, you will get a box where you can enter optional

additional information. Click Save to finish. These features are now accessible in Conservation Desktop.

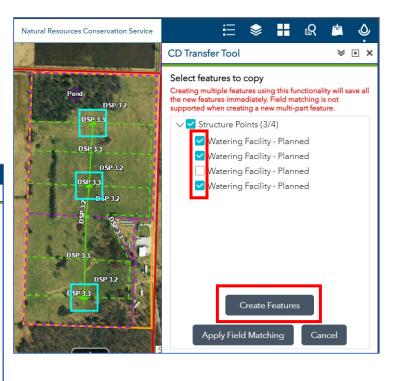
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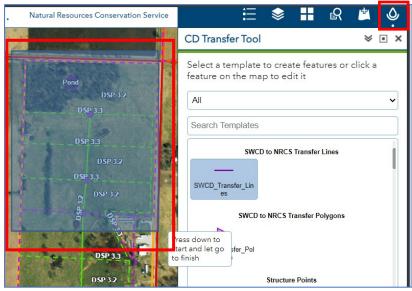
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#### **Transferring Lines**

- 1. Select SWCD to NRCS Transfer Lines.
- 2. In the dropdown at the bottom of the Tool, select **Copy By Rectangle.**
- 3. **Drag** your cursor around features you wish to copy. These features will outline in Blue in the Map.



Select a template to create features or click a feature on the map to edit it
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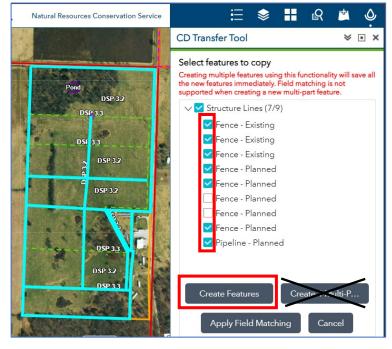
**CD** Transfer Tool

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- 4. Check off any features you do not wish to copy, then select **Create Features**.
- Important! If you are copying multiple features, there will be a second option available called Create 1 Multi-Part Feature. DO NOT CHOOSE THIS OPTION. ALWAYS pick the Create Features button.
- 6. If you copied multiple features, the tool will save automatically. If you have only copied one feature, you will get another box that you can attribute your

new feature as needed. Click **Save** to finish. These features are now accessible in Conservation Desktop.

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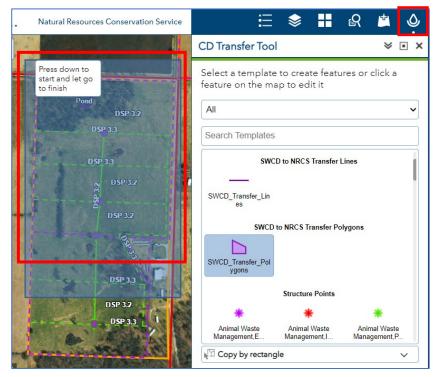
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#### **Transferring Polygons**

- 7. Select SWCD to NRCS Transfer Polygons
- 8. In the dropdown at the bottom of the Tool, select Copy By Rectangle.
- 9. Drag your cursor around features you wish to copy. These features will outline in Blue in the Map.



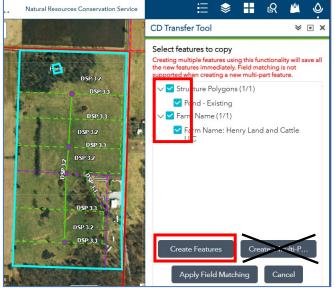
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CD Transfer Tool

- 10. Check off any features you do not wish to copy, then select **Create Features**.
- 11. Important! If you are copying multiple features, there will be a second option available called Create 1 Multi-Part Feature. DO NOT CHOOSE THIS OPTION. ALWAYS pick the Create Features button.
- 12. If you copied multiple features, the tool will save automatically. If you have only copied one feature, you will get another box that you can attribute your new feature as needed. Click **Save** to finish. These features are now accessible in Conservation Desktop.

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# Section 4: Deleting Feature from Transfer Layers

- 1. If you need to delete features you copied to the Transfer layers, you can do this from the **Transfer tool**.
- 2. Click on the feature you need to delete. In the popup window, click the **3 dot** menu in the lower right, then select **Smart Editor**.
- 3. The Transfer Tool will switch to the attributes of the selected feature. Click the **Delete** Button. If you do not see this button, it means you do not have permissions to delete the feature you have selected, likely because it was not a feature you created. You can only delete your own data.

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4. If the tool asks you if you wish to delete, Click Yes.

Delete feature		×
Are you sure you want to	delete the sel	ected feature?
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5. If you have other features you need to delete, click **Close**, then repeat the above steps again for each feature you need to delete.

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- 5. They should now be visible when you

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Tract

Land Unit 1 - Pasture (Planned) 74.25 ac

- features, select Create/Edit PLUs from the menu.
- Polygons.

Tract

Land Unit

Land Unit

Name

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#### Section 5: Copying data to practice and land unit layers

- 1. To view your features in Conservation Desktop, In the Layer Preferences panel, click the By Category tab and scroll down and expand the Project Data folder.
- 2. Turn on Missouri SWCD Transfer Lines, Missouri SWCD Transfer Points, and Missouri SWCD Transfer Polygons to make them available.
- 3. Click the By Draw Order tab.
- 4. Under the Feature Layers tab, scroll down to the Import layers and turn them on.
- zoom into your area.

O Land Use

- 6. Open the case file of your choice.
- 7. To create PLUs from the import
- 8. Within the PLU edit menu, select the import land units icon.

0

9. Select the dropdown box next to Source layer and select Missouri SWCD Transfer

Map Tool

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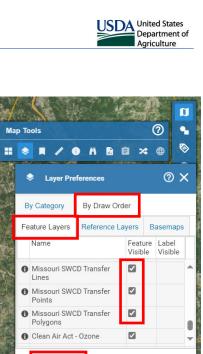
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Select All Deselect All Collapse All Expand All		®× ®×	TH23

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10. Use the selection arrow tool and drag a box around features in the Missouri SWCD Transfer Polygons you wish to import. A **Select Features** dialog should appear. Select the Feature(s) you want to use. Clicking each one will highlight the feature on the map so you know which one you're importing. Once you have the polygon you need to import highlighted, click OK.



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By Draw Order

Layer Preferences

Project Data (38)

Missouri RCPP Glade and Woodland

Missouri RCPP Sculpin Recharge Are

RCPP ELCR Catchment Applicability

Missouri SWCD Transfer Lines

Missouri SWCD Transfer Points

RCPP CCS Geographies

Please select a laye

Tract NumbeHELC/WC Requests CLUs

Client Polygons County/State Historical PLUs

Missouri SWCD Transfer Polygo

By Category

	Manage Client Associations
	Change Servicing Office
	Rename Case
	Open Practice Schedule
	Open Draft/Legacy Files
	Create New Practice Schedule
	Transfer Tool
	Conservation Products
	Soil Map and Inventory
	Create/Edit PLUs
ľ	Close Case
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Page 10 | 17

Select one or more features that will be used to

create new PLUs

Feature 1 Feature 2

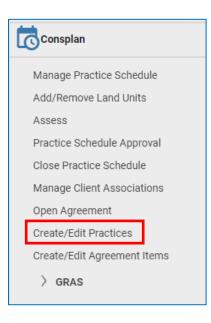
#### Missouri CD Data Transfer Tool User Guide

11. Once you've imported your shape, it will show up under Land Unit -Undefined in the box at the bottom. Enter the Tract number and give it a Land Unit number, then click Save.

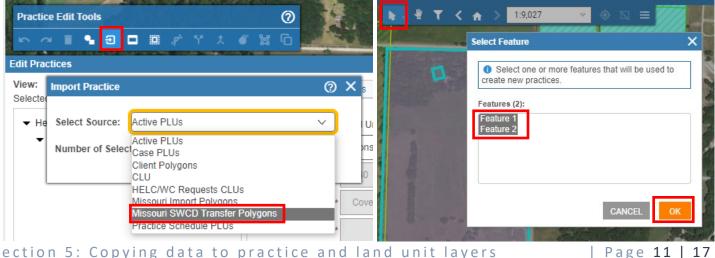
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	Aquaculture Drained Grazed Hayed Irrigated Organic Protected Urban Water Feature Wildlife	F-13-0 Fld: 3
Select All Collapse All Expand All	Acres * 78.66	
Land Unit 2 - Crop (Sketch) 78.66 ac	Calculated 78.66	
	CLOSE SAVE SAVE & CLOSE	7
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- 12. To copy features to practice layers, select Create/Edit Practices.
- 13. In the Edit Practices menu, expand the casefile name and tract. In the land unit you wish to add a practice to, right-click it and click **Create Practice**. Then select the Practice Code/Name from the dropdowns.

Edit Practices								(?)
View:  Tract Land Use Practice Selected (0) Create Full Exter		ttributes	Narra	atives	Priorities	Certi	fy	
▼ Old		Lar	d Unit: L	and Un	it 23 (Forest)			E Cop
<ul> <li>Tract</li> <li>Land Unit 1 (Crop) 36.50 ac.</li> </ul>		Practi	ce Type:	Cons	ervation Prac	tices		$\bigtriangledown$
<ul> <li>Land Unit 2 (Crop) 2.70 ac.</li> <li>Land Unit 13 (Farmstead) 1.10 ac.</li> </ul>		Practic	e Code:	340				$\bigtriangledown$
Land Unit 17 (Forest) 14.90 ac.		Practic	e Name:	Cove	r Crop			$\nabla$
Land Unit 22 (Forest) 64.80 ac. Land Unit 23 (Forest) 0.60 ac			Amount:			Month:	January	$\bigtriangledown$
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Select All Deselect All Expand All Collapse O Zoom To   Delete 🛛 Car					CLOSE	SAVE	SAVE &	CLOSE



14. Select Import Practice, then select the Missouri SWCD Transfer Points, Lines, or Polygons layer (this will change based on the type of practice that you are creating). Then use the selection arrow tool to select the features from the Missouri Import layer you wish to import into the practice, highlight them in the Select Features dialog, then click OK.



Section 5: Copying data to practice and land unit layers





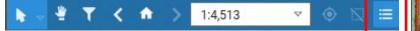
# Part 2: Copying Data from CD/EFT into the SWCD App Layers

This part goes through several methods for exporting data from either EFT or CD. Any other shapefile from any other sources can also be used as a data source for the transfer app.

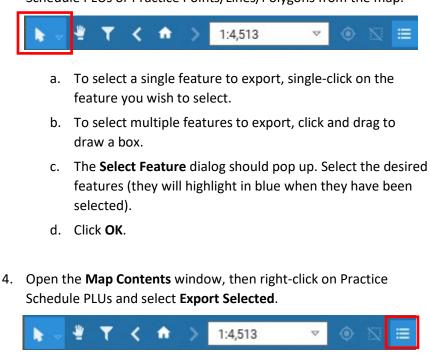
#### Section 6: Exporting Shapefiles from CD

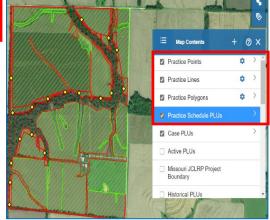
This section describes the process of downloading data from CD for use as an import sources in the Data Transfer tool.

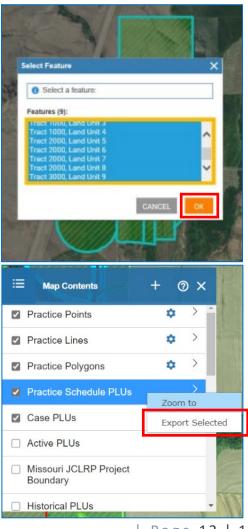
1. From the Center Toolbar, select Map Contents.



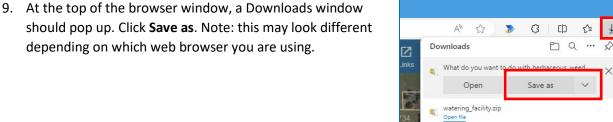
- In Map Contents, highlight the layer that features you wish to export features from. This could be either Practice Schedule PLUs, or any of the Practice Points, Lines, or Polygons layers.
- Select one or more features to export by clicking the Select button on the Center Toolbar and select the desired Practice Schedule PLUs or Practice Points/Lines/Polygons from the map.







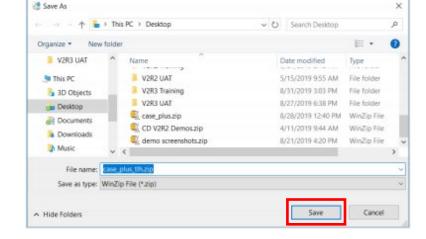
- 5. The Export Features dialog will open and display the number of features that will be exported. Shapefile Name will default to a generic name. Give it a descriptive name to be able to find it on your computer easier, e.g. client name, practice schedule name or practice name.
- 6. Click the **EXPORT** button.
- 7. CD prepares the shapefile for download. When the file is ready, a message is displayed along with a link to download the file.
- 8. Click the **Download Shapefile** hyperlink.



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See more

10. Navigate to a location to save the zipped shapefile and click Save. Remember where you saved the file.







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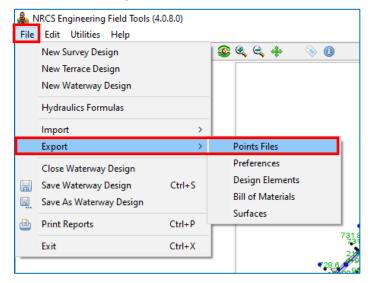




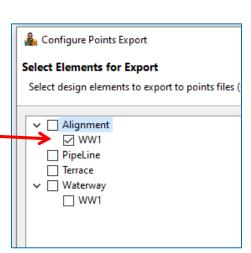
#### Section 7: Exporting Shapefiles from EFT

Section Description

1. Click File hover over Export > and then click Points File.



2. Select each alignment to export by placing a checkmark in boxes for each alignment. Then click **Next**.



- 3. Make sure the Interval between sample points is set to 50. Choose Use the alignment's own PI stations, no elevation. Click Finish.
- Make note of where point files are saved C:\Users\myName\MyEFTFiles\.eft\(customer folder)\(EFT project name)\(EFT terrace design name).
- 5. You do not need to unzip this file to use it in the Transfer Tool, just remember where you saved it and follow instructions in Section 4 to copy data into any of the SWCD layers.

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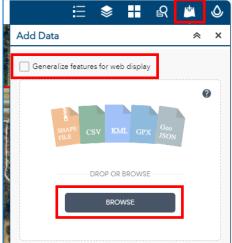
# Section 8: Copying Data from a Zipped Shapefile to SWCD Layers

This section describes the method of importing a zipped shapefile or other geospatial data and copying the data into any of the SWCD App data layers.

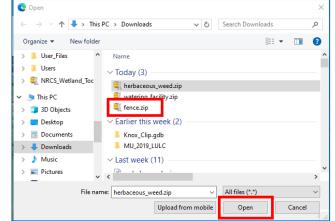
- 1. Exported shapefiles from CD and EFT are already in the zip format that the app requires, so skip on to Step 4 if your files are already zipped.
- 2. If you obtained or created a shapefile from any other data sources besides CD or EFT, you will need to zip them before you will be able to add the files to the Transfer Tool. You must at minimum zip the DBF, PRJ, SHP, and SHX files into one zip file, though any other files with the same name in the same folder should be zipped into this file as well.
- To zip a file, open the file folder on your computer where the shapefile is located. Select all the files with the same filename, then click the Share tab and select Zip. Give the file a name and press Enter.

File Home Share	View			
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Desktop	✓ Last week (10)			
Documents	Livestock_Water_Tank.gpx	3/18/2024 2:28 PM	GPX File	
Downloads	Livestock_Pipeline.gpx	3/18/2024 2:28 PM	GPX File	
GPSMAP 67	Waypoints_2024-03-11.cpg	3/18/2024 1:15 PM	CPG File	
Music	Waypoints_2024-03-11.dbf	3/18/2024 1:15 PM	DBF File	
	Waypoints_2024-03-11.prj	3/18/2024 1:15 PM	PRJ File	
Pictures	Waypoints_2024-03-11.sbn	3/18/2024 1:15 PM	SBN File	
Videos	Waypoints_2024-03-11.sbx	3/18/2024 1:15 PM	SBX File	

- 4. Open the SWCD & Conservation Desktop Data Transfer Tool. See Section 2 if you need to know where to find the app.
- 5. Select the Add Data button.
- 6. Uncheck the Generalize Features checkbox. Important! If you do not uncheck this, your features will be generalized and may not have the same geometry and length/acreage totals as what was in CD. Make sure you check this OFF prior to adding your data.
- 7. Click Browse.

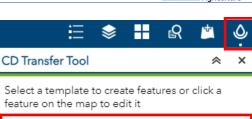


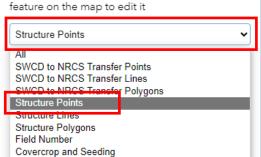
- 8. In the **Open** dialog, navigate to where your zipped shapefile is saved, select the file, and click **Open**. The app will add the layer and zoom into it in the map screen.
- 9. You also have the option here to add a GPX file that was created with a Garmin unit also if needed.



- 10. Open the **CD Transfer Tool** in the upper right.
- 11. You can use the dropdown list at the top to filter the feature you want to paste into, or you can just scroll down in the picker to find the feature you need.

- 12. Select the feature you wish to add data to.
- 13. In the dropdown at the bottom, select Copy by Rectangle.
- 14. Drag a box around the features you want to select. You can select one or many feature here.



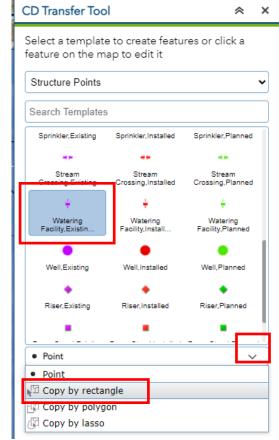


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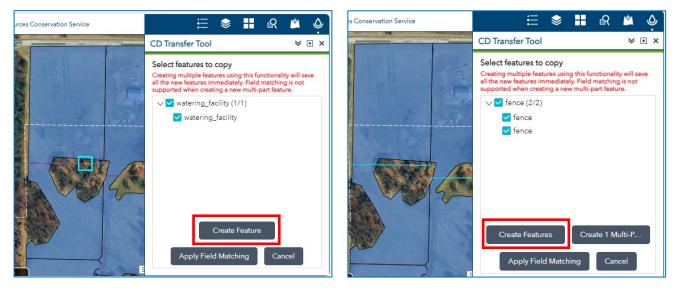
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- 15. For points or if you have only selected one line or polygon, you will only have the option for **Create Features**. Click this.
- 16. For lines or polygons, if you have selected multiple features, you will be given the option to Create Features or Create 1 Multi. ONLY CHOOSE **Create Features** here.



- 17. If you are copying multiple features, your features will be saved automatically after clicking Create Features.
- If you have only copied one feature, you will be given the option of attributing your feature prior to saving. Add whatever attributes you need into the feature, then select Save.
- 19. These features should now be available in the main Soil & Water Conservation District App for use in the rest of your planning work.

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CD Transfer Tool	× ∎ ×
Structure Lines	
FiscalYear	-
Program	-
Status	
Existing	-
StructureType	
Fence	•
Description	
Contract #	
Close	Save