

SOC 4650/5650: Week 11 ArcGIS Quick Reference

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Annotations

Convert from Labels

1. Set labels so that their font, spacing, weight, etc. is finalized.
2. Set the extent that you would like the conversion to cover (whole map versus one section).
3. Right click on the layer in the Table of Contents and then choose Convert Labels to Annotations
4. Choose Store Annotation: In a database
5. Select the desired option for Create Annotation For
6. Choose the Destination by using the Annotation Feature Class field.
7. Choose Convert

Edit Labels

1. Go to Customize > Toolbars > Editor if the Editor toolbar is not visible
2. From the menu under the Editor icon, select Start Editing
3. To move a label: select a label with the Edit Tool (has a small black arrow icon) and drag it
4. To remove a label: right click on a label and select Delete
5. To edit a label's text: right click on a label and select Attributes, and then edit the Annotation
6. Periodically Save Edits using the menu under the Editor icon
7. When you are done, choose Stop Editing using the menu under the Editor icon

Select By...

Select by Attributes

Selection > Select by Attributes... and then fill out the Select by Attributes window.¹

¹ If you are selecting from a string attribute, be sure to enclose your values in double quotes.

SQL Relational Operators

= - values are equal

<> - values are not equal

< - values are less than

<= - values are less than or equal to

> - values are greater than

>= - values are greater than or equal to

SQL Logical Operators

AND - both statements are true

OR - either statement is true

Other SQL Information

"varname" or varname - either method should work for referencing file geodatabase or shapefile data

'stringValue' - all strings must be enclosed in single quotes

Select by Location

Selection ▸ Select by Location... and then fill out the Select by Location window.

Clip

Geoprocessing ▸ Clip and then fill out the Clip window. Remember that the Input Features are those that you want to modify.

Dissolve

Geoprocessing ▸ Dissolve and then fill out the Dissolve window. Remember that the Dissolve Field you select should be shared by all features you wish to combine.