

HGIS 8 / RECON Cheat-sheet

To begin:

- Start HGIS from Programs menu
- Start GPS
- GPS settings: COM 2, 4800 Baud, Serial NMEA

To open a project (all files for a park unit)

- File → Open Project
- Choose appropriate file from list

To open existing layers separately (trails, park boundary):

- File → Open layer
- Click on files one at a time from list (repeat as needed)

To create a new layer (i.e., weeds poly or point file):

- File → Layer → New from template
- Select “exotics_2007_ASDM”
- Name file with your initials, date, park, and either point/poly (**pt & py for short**).
- Example: **ssMMDDYYSAGU-TMDpt**
- Highlight either point or poly icons
- Repeat for second file; point or poly

To map a feature (once above file has been created):

- Map → Layer Properties
- Check “edit” next to file you wish to Edit
- From “Tools” menu, select **GPS Draw**
- Select ★ for a point feature, or the “bound” shape for a polygon feature
- For a polygon, once you are mapping, spinner will begin to spin; tap “off” once you have completed the polygon
- Once feature is mapped, choose **Select** from the “Tools” menu
- Double-tap feature, fill in attribute information from pull-down menus **OR**
- Once drawing is complete and feature is still highlighted, tap the “Attrib” icon which will open the table for the shape just completed

To switch between 2 files for editing (to switch from drawing polygons to drawing points):

- Map → Layer Properties

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- Check “edit” next to file you wish to edit; either your point (pt) file or polygon (py) file.

To change the color of how a layer is displayed:

- Map → Show → Layer drawstyle

If you get lost in the view (and can’t see your files):

- Map → View entire layer → choose boundary

To save your data. Save data every few hours to avoid losses. There are two ways to save a file

- 1. File → Layer → Save layer
- Select the file you want to save
- From the next screen select the following

Folder = Field_data or none

Type = Map: SHP + SHX + DBF

Location = Storage card (if unavailable use **Main Memory**).

You will be required to set the datum for the file the first time you save. This should be:

North America NAD83

UTM Zone 12 → Hit OK to finish.

- 2. Map → Layer Properties
- Click on the name of the file you wish to save
- From the next screen choose **Save Layer**
- From the “Save as” screen select the following

Folder = Field_data or none

Type = Map: SHP + SHX +DBF

Location = Storage card (if unavailable use **Main Memory**).

You will be required to set the datum for the file the first time you save. This should be:

North America NAD83

UTM Zone 12 → Hit OK to finish.

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