

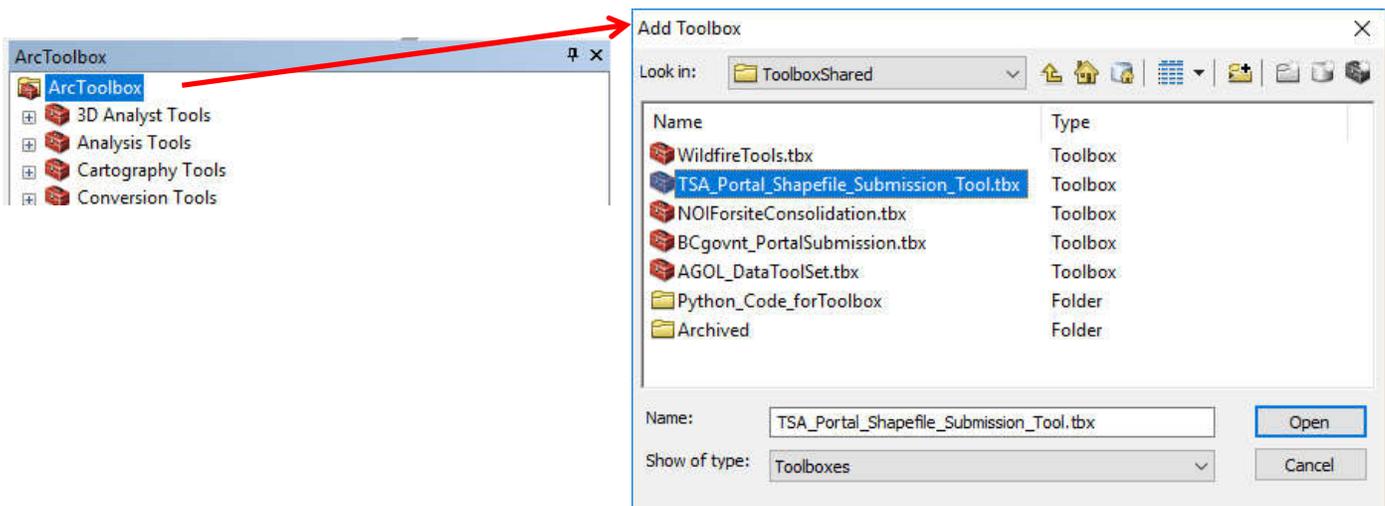
<i>Training Sheet Title:</i>	Using the ArcGIS TSA Engagement Shapefile Conversion Tool
<i>Date Effective:</i>	November 6, 2018
<i>Useful for:</i>	BC Government Portal Users

TNG Portal Administration has recently compiled a python script for use in ArcGIS ArcMap 10.x to translate your shapefiles for uploading to the TNG Stewardship Planning Portal as part of your TSA Engagement. This tool requires that you have a shapefile containing the spatial data you wish to submit. For example if it is cutblocks you wish to submit, you must first have a shapefile that contains at least the accurate boundary data of those cutblocks. This tool helps you add and calculate the TSA Engagement compatible field records.

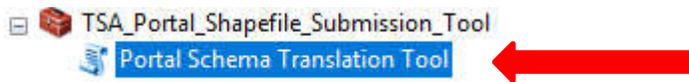
Please download the toolbox containing the python script here:

http://www.tngportal.ca/themes/tng/documents/UserHelpDocuments/TSA_Portal_Shapefile_Submission_Tool.tbx

Save the toolbox somewhere where you can locate it. Load the toolbox in ESRI ArcGIS ArcMap version 10.x by right clicking on ArcToolbox, Add Toolbox and select TSA_Portal_Shapefile_Submission_Tool.tbx.



Once you see it in the list of Toolboxes in ArcMap, expand the Toolbox to show the script tool stored within:



Preparation for Running the TSA Conversion Shapefile Tool:

Prior to running the tool, you must have completed a few preparatory steps:

1. You must have an existing shapefile that contains the shapes (and only the shapes) you wish to submit to the Portal as part of your TSA Engagement Submission. Please speak to your GIS coordinator to have them make a shapefile to use as your source.
2. You must have already initiated a TSA Engagement Form through the Portal using the TSA Engagement Request 2011-Sept-15 form (or General Communication Form for an amendment). Make Note of the Portal Submission ID of this DRAFT submission. You will find it at the top of the form after clicking on "Filling A Form"



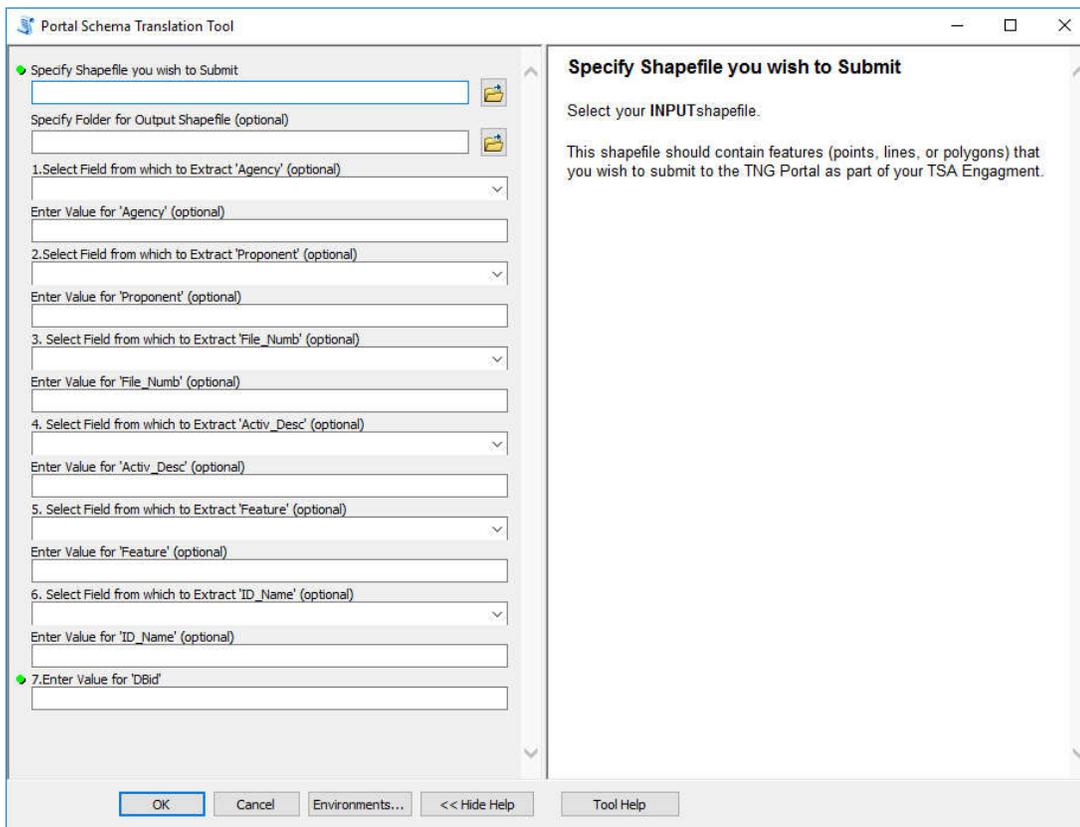
Portal ID Number or DBID

Please see this document to review how to create a TSA Engagement through the Portal:

http://www.tngportal.ca/themes/tng/documents/UserHelpDocuments/TSAPortal_Instructions.pdf

When you are ready to convert your shapefile to a TSA Engagement Compatible Shapefile, double click the script tool to open the Tool for user data entry. Follow the instructions on the right side of the tool window as you click through the fields. There are two points of entry for each associated field depending on your choice of source, user data entry (calculates all records for that field the same), or a preexisting field in the source shapefile (allows for unique values for each record in the shapefile).

Please see below for a screenshot of the script tool window.



View of script tool window.

Calculating Field Values:

All fields are optional **except** the last one (7) which is where you **MUST** enter a value for the DBID field. This is the Submission ID value of your TSA Engagement Request 2011-Sept-15 form that you would have already drafted.

The other fields are all either calculated by user data entry, or from an existing field in your input shapefile. This is important, primarily where your shapefile contains more than one shape. For example if you have a group of cutblocks (in a cutting permit application) that have multiple blocks with different cutblock IDs. The tool allows you to source the field values from existing fields in your shapefile.