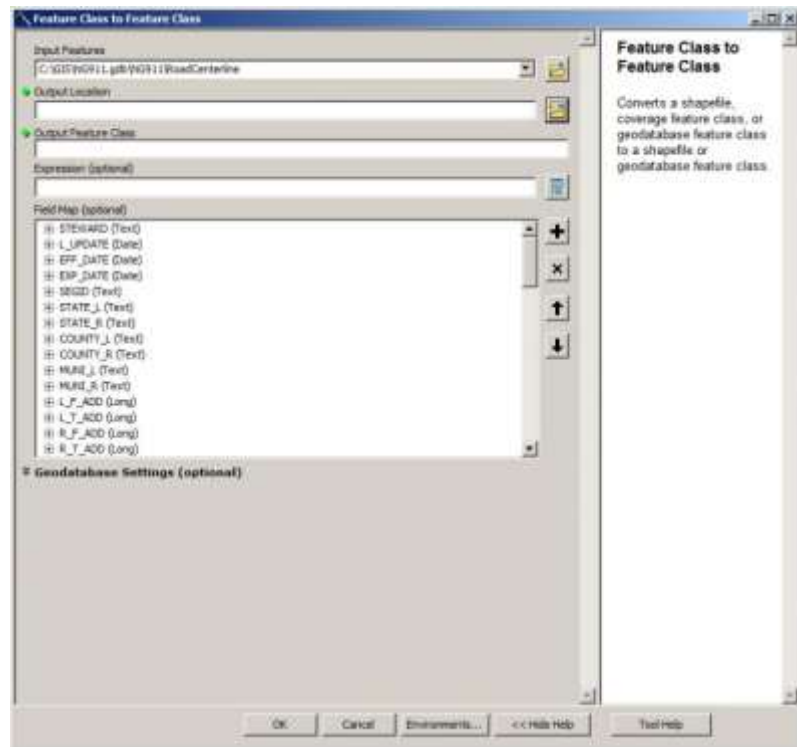


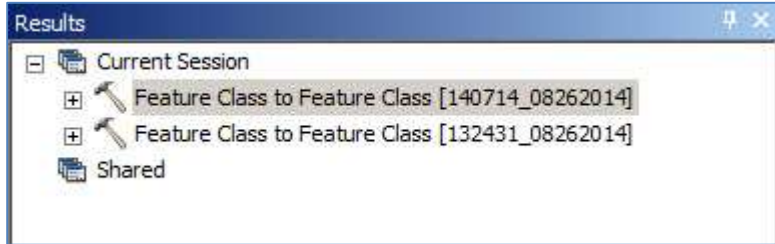
# Exporting Your Data Consistently

1. In ArcCatalog or the Catalog window in ArcMap, right click on the feature class and choose the type of export you need. That will bring up the “Feature Class to Feature Class” tool.
2. Enter the name of the shapefile or feature class you are making (Output Feature Class) and where you want it created (Output Location)

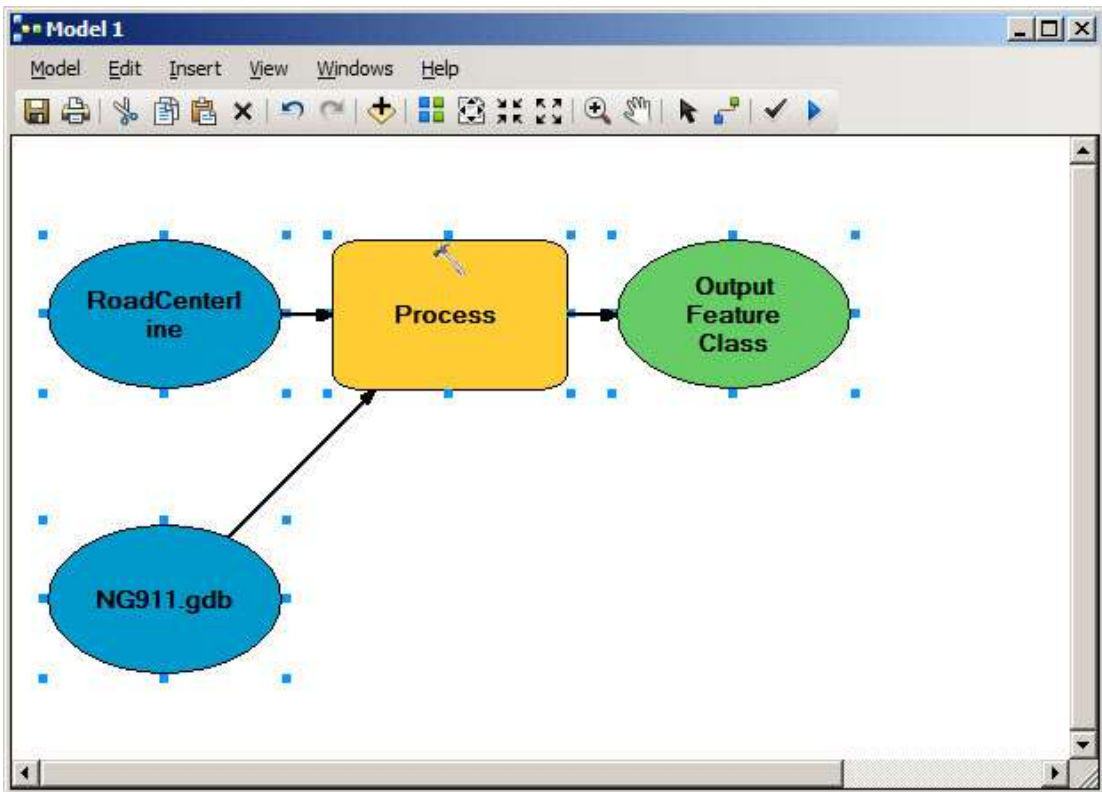


3. If you only want some of the features, you can use the Expression option to select them.
4. In the Field Map box, set up the attributes you want in your new data layer.
  - a. Delete any fields you do not want by using the X button or by right clicking on the field and selecting “Delete”.
  - b. Add Output fields by using the + button or by right clicking on the open space in the box and selecting “Add output field”.
5. Still in the Field Map box, assign Input fields to any new Output fields you have created by right clicking on the new Output field and selecting “Add input field”
6. Once you have everything mapped out, hit Okay.
7. Check your new data. Test it in the software or maps you made it for.
8. Once you are happy that it works the way you expect, it is time to save it so that you can use it again. In the Catalog window, look in the geodatabase where you keep your NG911 data. If there is no toolbox in the database, right click on the database name and choose “New” and “Toolbox”

9. Open your Geoprocessing Results window by selecting “Results” in the “Geoprocessing” menu and find the “Feature Class to Feature Class” entry that worked the way you liked. *Remember that the results are saved for two weeks by default, but they are unique to the program. If you ran it from the Catalog window in ArcMap, you need to look at the Geoprocessing Results in ArcMap. If you ran it in ArcCatalog, it will be in the Results window there.*



10. Right Click on the “Feature Class to Feature Class” entry and select “Copy”
11. Over in the Catalog window, right click on the toolbox in your geodatabase and select “New” then “Model”.
12. In the window that opens, paste the “Feature Class to Feature Class” entry. If you did everything right, it will look something like this.



13. Save your model and rename it something descriptive like “CAD Export”
14. Now anytime you need to produce data in that specific format, you can simply run the model you made.