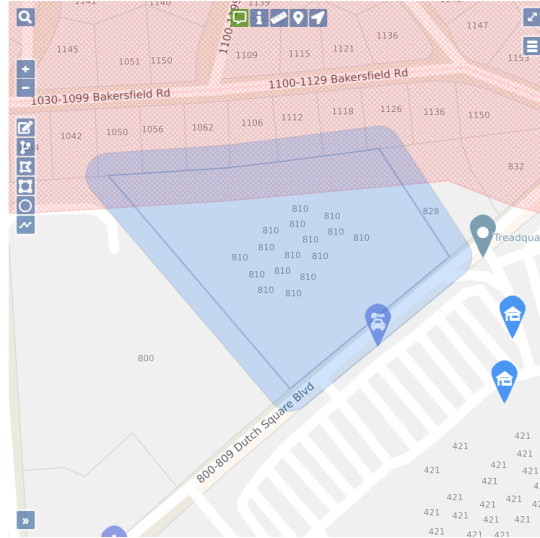







MAPPING TOOLS



Please note that when you edit or redraw a dig site using any of the mapping tools, the Save, Cancel/Discard and Undo icons    will appear. These tools allow you to either Save the changes you made to a dig site, or to Delete/Remove those changes.



The Save icon will let you save any changes you made to the dig site.



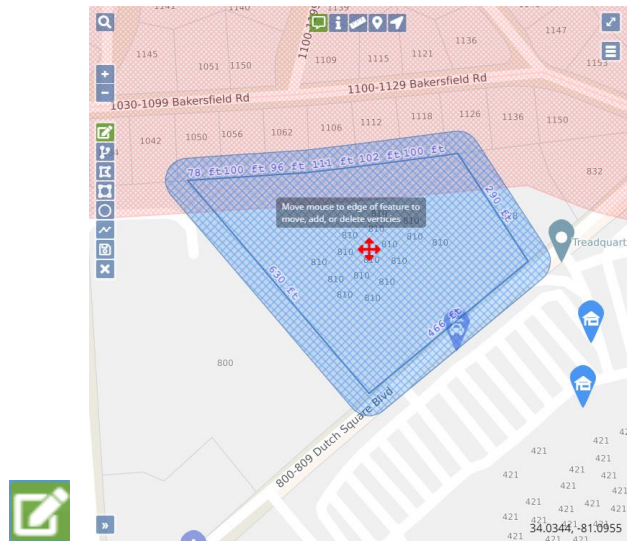
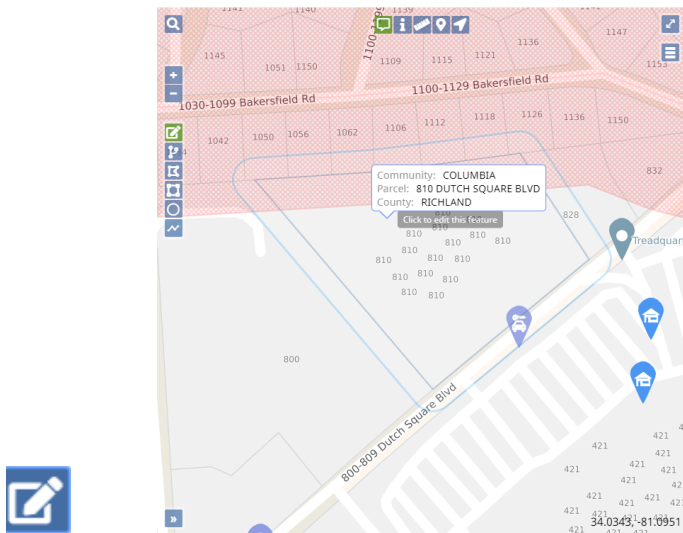
The Cancel/Discard icon will delete the changes you made, keeping the original dig site in tack.



The Undo icon will let you remove any changes you made, keeping the original dig site in tack.

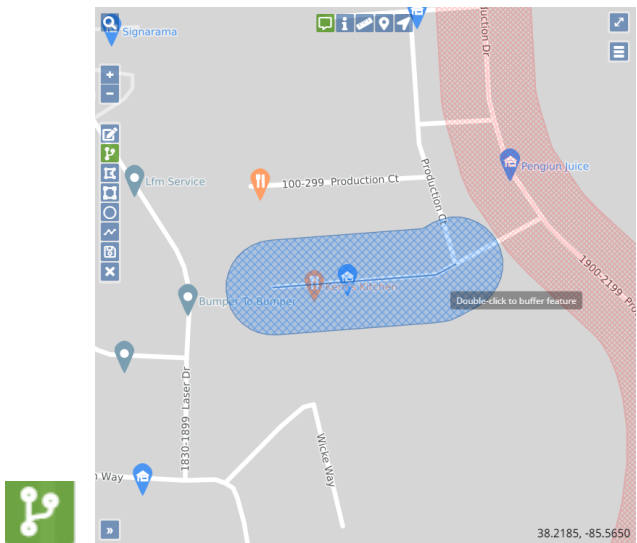
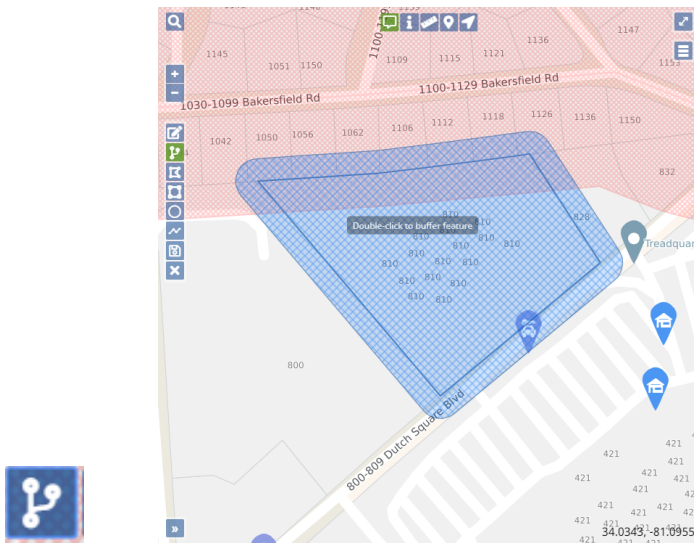
Edit Dig Site

The Edit Dig Site mapping tool allows you to edit the dig site map. Select the Edit icon and it will turn green. Then “left click” on the dig site box and it will turn blue with hash marks. You can then start reshaping the dig site. Once you have redrawn the dig site, you can save your changes by clicking on the Save icon or use the Cancel/Discard and Undo options to revert back to the original dig site.



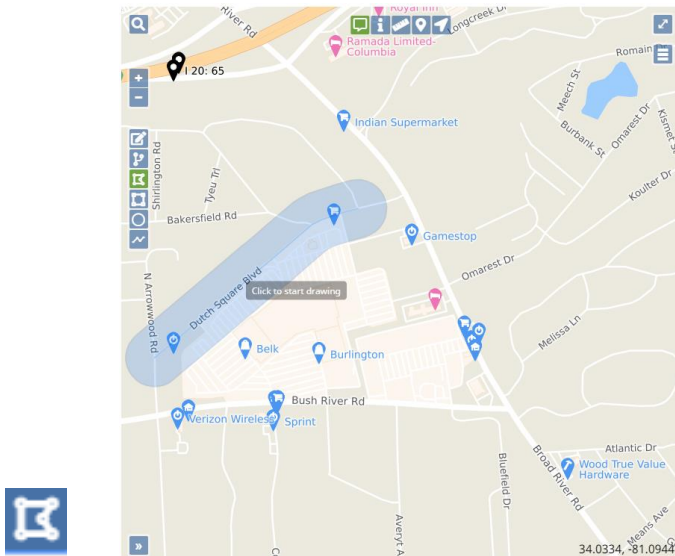
Buffer Street or Map Feature

The Buffer Street or Map Feature lets you select an address range/street segment to remap the dig site. Select the Buffer Street or Map Feature icon and it will turn green. Go to the area where you want to remap the dig site and double click on the street segment. The new dig site will appear with blue hash marks. At this point you can either Save, Cancel/Discard or Undo those changes.



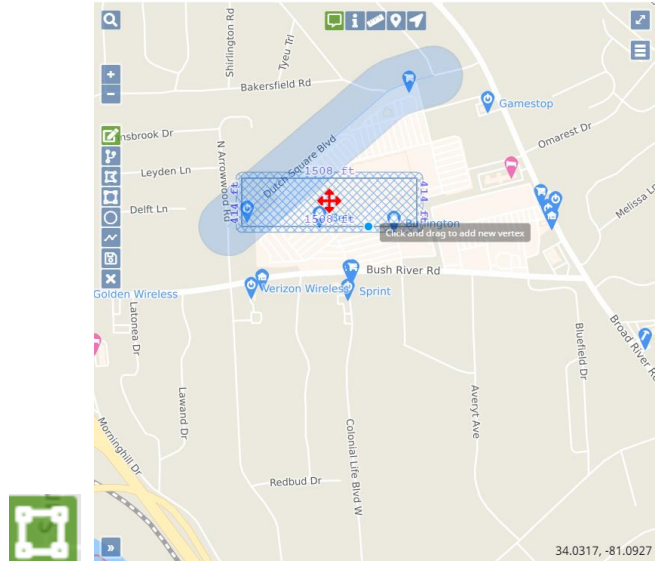
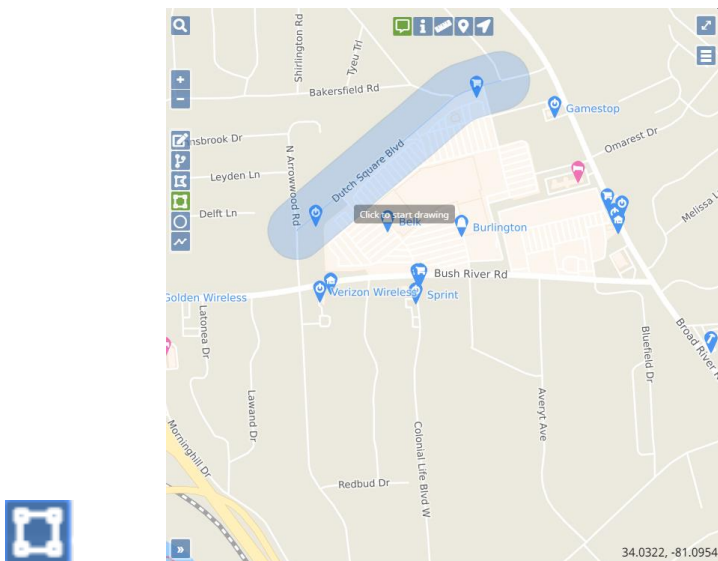
Draw Polygon

The Draw Polygon tool can be used when the area you are trying to map is an irregular shape. Select the Draw Polygon tool and “left click” on the area where you want to start drawing your dig site. Outline the area you want to map by left clicking on points where the direction changes. When you have finished outlining the area, then left click twice to stop drawing. The new dig site will appear with blue hash marks. At this point you can either Save, Cancel/Discard or Undo those changes.



Draw Rectangle

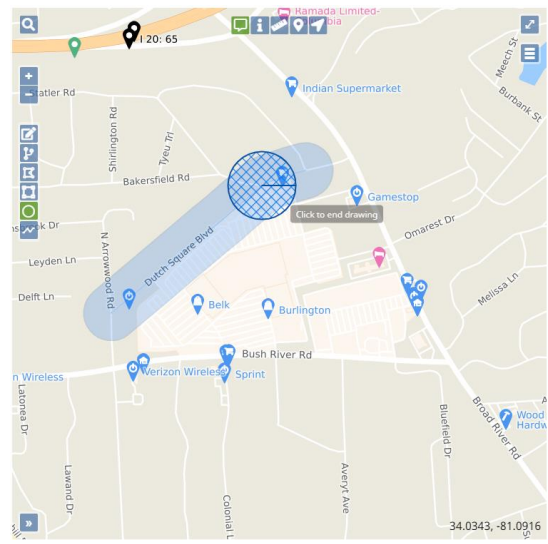
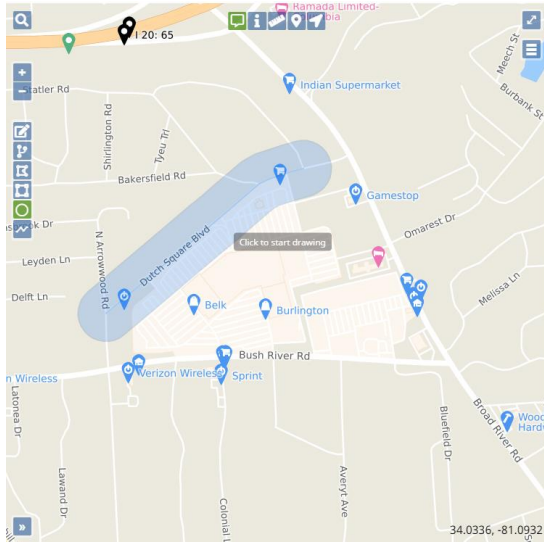
The Rectangle Tool can be used to draw either a rectangular or square dig site. This tool is useful when the area you need to map extends more than 200 feet off the road (e.g. into a field). The new dig site will appear with blue hash marks. At this point you can either Save, Cancel/Discard or Undo those changes.



Draw Circle

The Circle can be used to draw a circle and/or a point that automatically has a 200 ft radius. In addition, the circle can be expanded to a larger size. If you want to use the automatic 200 ft radius, just double click at the point where you want the circle to be placed. If you want to expand the circle, then continue to drag

the circle to the required radius and double click to end. The new dig site will appear with blue hash marks. At this point you can either Save, Cancel/Discard or Undo your changes.



Draw Line

The Draw Line is used to draw a linear shaped dig site or to map out streets that have facilities located directly along or underneath them. This is the best tool to use for underground lines located on streets/roads, especially ones that wind and turn frequently. Once you have finished drawing the segment, then double click and the new dig site will appear with blue hash marks. At this point you can either Save, Cancel/Discard or Undo your changes.

