How to Open & View GIS Data

How to Open & View GIS Data Using **ArcCatalog**

1. Start by inserting the Mastering ArcGIS DVD from the back of your text book. Once prompted, follow the steps to upload the data into your student folder. (See following steps for viewing your data and student folder).

2. Click the “Start” button at the bottom left corner of the computer screen.

3. You should now see an array of programs pop up in a list. Click the “All Programs” button at the bottom of the list.

4. Scroll down to about half of the list and look for the “ArcGIS” folder. (It should be beneath the “Accessories” folder.) Click the “ArcGIS” folder once you have found it and click “ArcCatalog.”

5. Once ArcCatalog has opened, notice the Catalog of Folder and Files on the left side of the program. Find the “G:\” Drive and double click it (or click the “+” sign next to it) to see a drop down list of folders it contains.

6. A few folders from the top of the G:\ Drive drop down list, you should see a folder named “Students” and open to find the folder that matches your Siena email. This folder displays four more subfolders, but the one that you are interested in opening is “mgisdata.” Double click “mgisdata.”
7. Depending on which type of file you wish to view, you will have to know which folder it is in. For the purposes of this tutorial, I have picked a few files at random to explain what you can expect to see in them. If you wish to view a map document, double click “MapDocuments” and find which chapter exercise file you wish to view. The appropriate information and map should appear in the large window.
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How to Open & View GIS Data Using **ArcMap**

1. Start by inserting the Mastering ArcGIS DVD from the back of your text book. Once prompted, follow the steps to upload the data into your student folder. (See following steps for viewing your data and student folder).
2. Click the “Start” button at the bottom left corner of the computer screen.
3. You should now see an array of programs pop up in a list. Click the “All Programs” button at the bottom of the list.
4. Scroll down to about half of the list and look for the “ArcGIS” folder. (It should be beneath the “Accessories” folder.) Click the “ArcGIS” folder once you have found it and click “ArcMap.”

5. If you wish to open and view a map, navigate to the G:\ Drive, click “arcgis,” and then click “mgisdata.” This should give you all of the possible folders and files that you need to view anything in ArcMap.
6. If you wish to simple view files on a new, blank map, then when ArcMap is opened, click the button next to “A New Empty Map.” Once ArcMap opens, navigate up to the toolbar and click the “Add Data” button (which is a yellow diamond with a black cross). From here, you can navigate through the G:\ Drive to find the layers that you want to add.

7. If you wish to open a previously made map, then when the initial ArcMap text box opens up, you can click the box next to “An existing map” and select a map shown, or browse for maps. Then click “OK.”