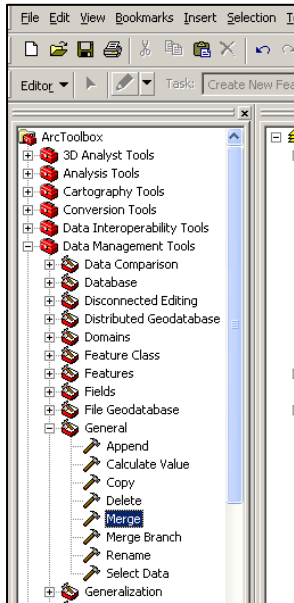
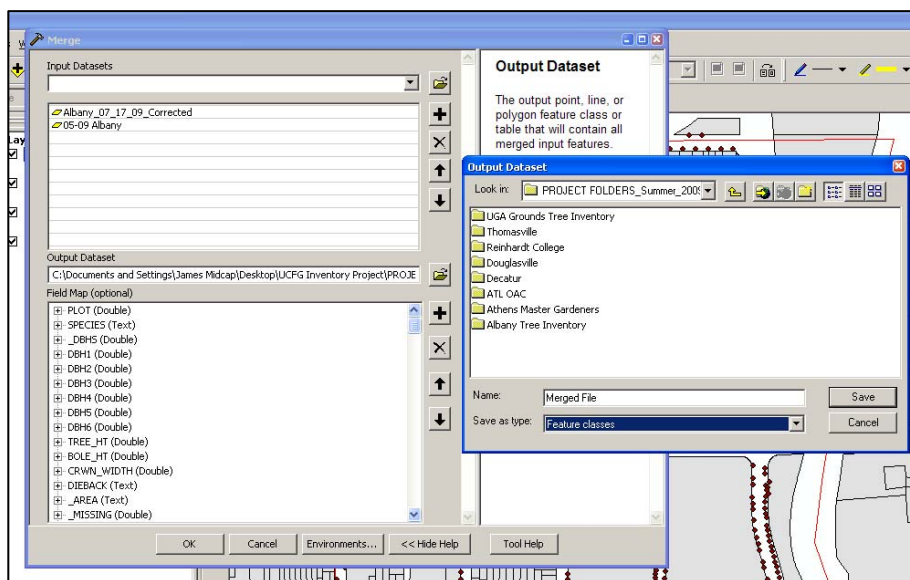


How to Merge Layers in ArcMap 9.3

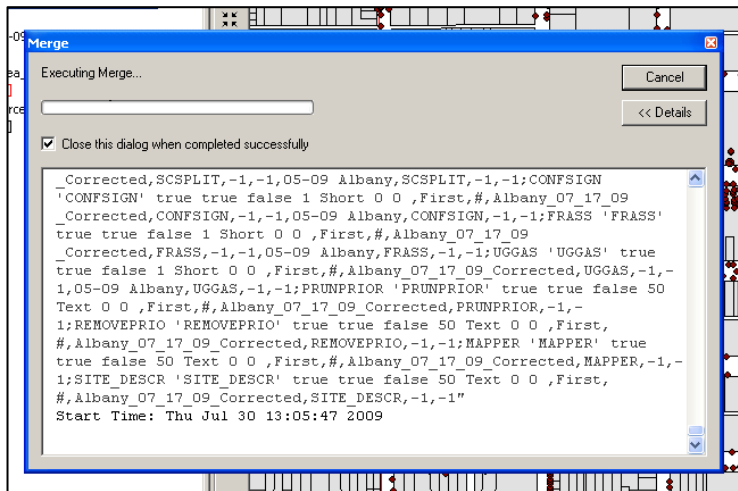
1. On the Tools menu, click red toolbox icon.
2. Select **Data Management > General > Merge**.



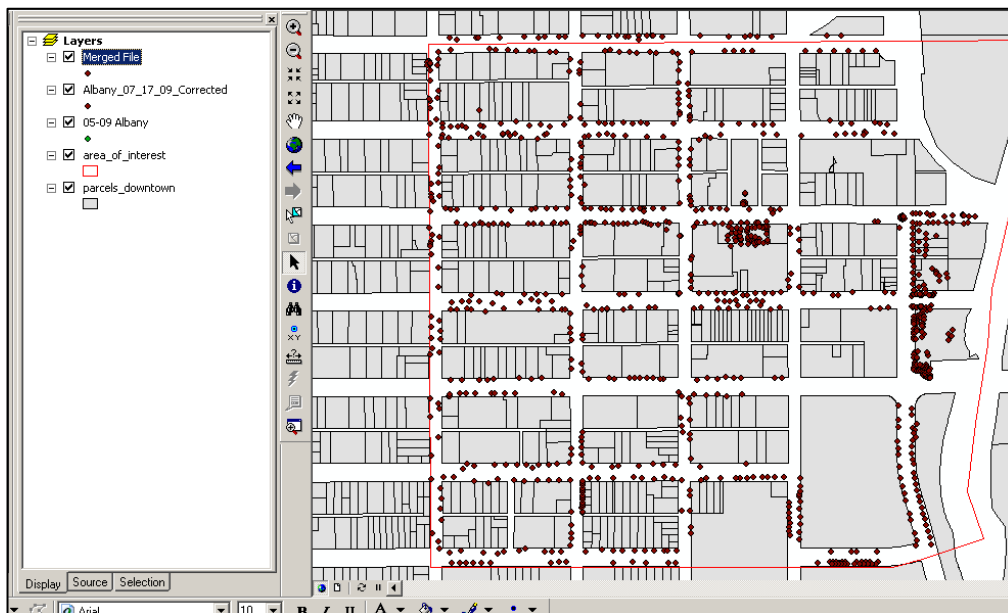
3. The **Merge** window will open. Note that you can only merge layers of like data types (point layer to point layer, polygon layer to polygon layer, etc).
4. In the **Input Datasets** box, select the layers you would like to merge one at a time from the down arrow. It will take a moment for the program to load the layer.
5. In the **Output Dataset** box, click on the open folder icon on the right and select a name for your file and a location.



6. Select **Save** and then select **OK** in the **Merge** window.
7. You will see a window like this while it is processing:



8. Your new file will appear on the map and in the Table of Contents. Note that it does not overwrite your original files. It just creates a new shapefile.



More information...for more information on merging layers, in ArcMap™:

- A. Click **Help** on the menu bar and select **ArcGIS Desktop Help**.
- B. Select the Search tab.
- C. Type “merging layers” (without the quotes) in the text field on the Search tab.
- D. Press **Enter**.
- E. Double click the *Merging layers* topic.