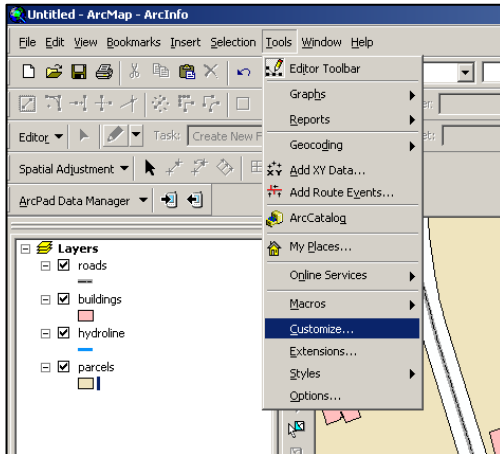
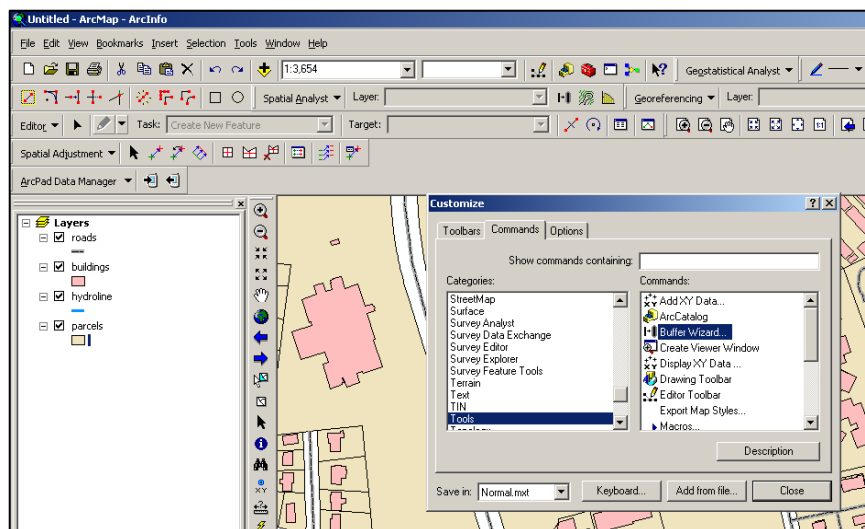


How to Use the Buffer Wizard (for polygon layers)

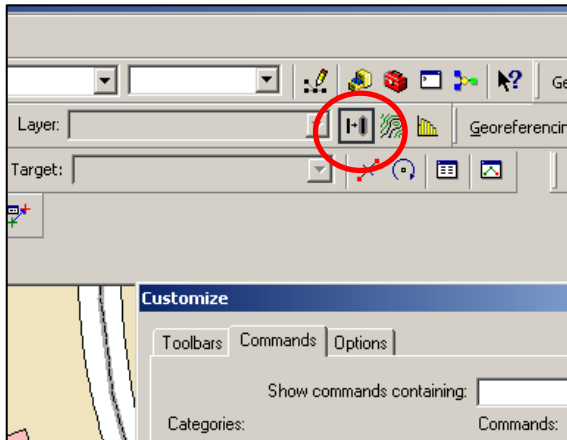
1. Open ArcMap and import your data (layers).
2. Go to the **TOOLS** menu and select **Customize**.



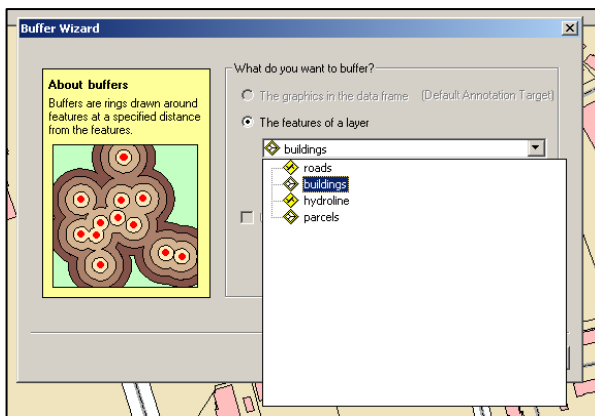
3. In the Customize window, scroll down to **TOOLS**. A list will populate on the right. Select **Buffer Wizard**. Hold down the mouse and drag it up to the toolbars.



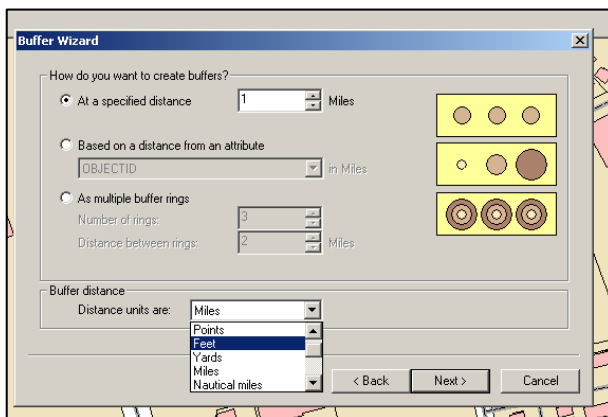
A small icon will appear.



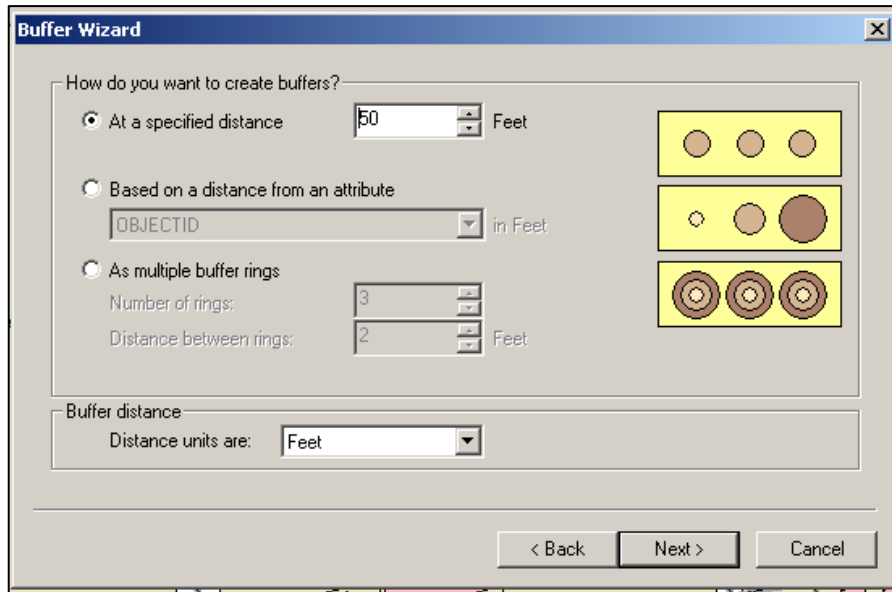
4. Close the **Customize** window. Click on the **Buffer Wizard** icon in the toolbar.
5. In the Buffer Wizard, select which layer you would like to buffer from the drop-down list. Only layers you have added to your map will populate this list. Click **Next**.



6. In this window, first select the units you want to use for your buffer distance.



You will see three options for buffers to create. The simplest buffer is the first option: **At a Specified Distance**. Try experiment with some of the others options until you get an analysis that suits your needs. Click **Next**.

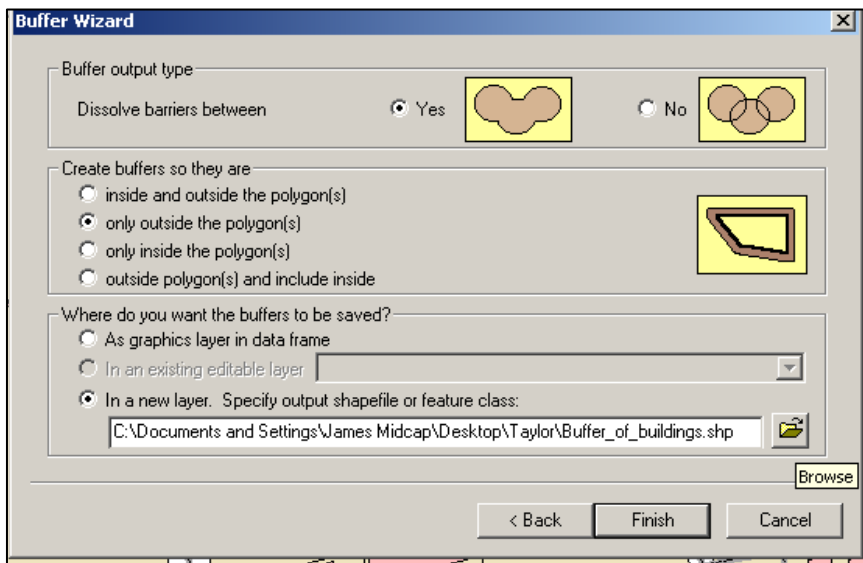


7. In this window, the default selections are:

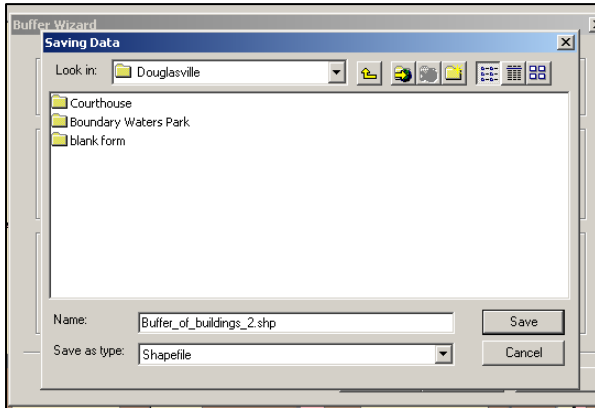
Dissolve barriers between: **Yes**

Create buffers so they are: **only outside the polygon(s)**

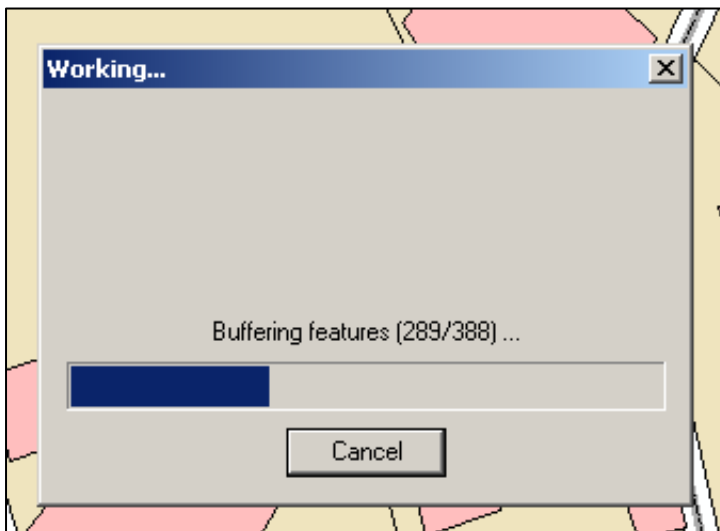
Where do you want the buffers to be saved: **In a new layer.**



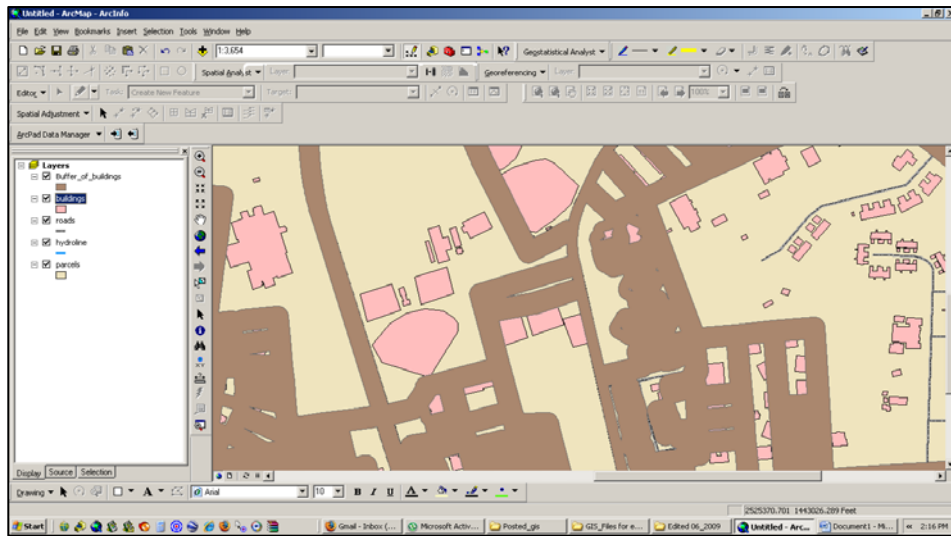
Once you have made your selection for the first two items, click on the Browse button to create a new name for your buffer shapefile (if you do not want to default name) and a location to save it. Click on **Save**. Click on **Finish** in the **Buffer Wizard** Window.



8. The program will run for a few minutes (depending upon how many features your layer being buffered has on it) and a **Working...** window will show its progress.



9. Don't be worried if the final output looks scary...



Look on the **Table of Contents** menu (list of layers on the left). You will see that the program added the buffer shapefile. Its color can be changed just like any other shapefile. In this example, a 50 foot buffer with dissolved barriers has been drawn around the buildings (pink polygons). Try changing the color of the layer. If the program does not create a useful analysis for you, then start over.

