

How to Create a New Layer In ArcPad

The real advantage of having a GPS unit with a Windows operating system is that you can use ArcPad to edit existing shapefiles and create new shapefiles in the field. If you use the Trimble GPS unit to do this, there is a default setting that projects the new shapefile in WGS_1984. If you do not want this for your projection, you should first have at least one other shapefile of the area you are working in opened (this will allow you to avoid complications with the coordinate system). The new shapefile will automatically match the coordinate system of the open shapefile).

1. Tap on the black down arrow next to the folder icon at the top left of the screen.
2. Tap on *New*, then tap *Shapefile* (with a yellow diamond icon next to it).
3. Select the type of layer you would like to create (point, polyline, polygon, etc)
 - a. Do not change the Code Page.
4. Add fields for the database by tapping on the *plus sign* button.
 - a. Name the field, select the type of field (text, numeric, date or true/false), and select the length (the number of characters that can be stored in the field).
 - b. Usually, you do not want to make this much longer than it needs to be.
 - c. Select the precision of the field.
 - d. You may import fields from another layer by tapping the import button and navigating to an already existing database.
 - e. To delete a field, select it and tap on the red X at the bottom left of the window.
 - f. Note: You may add as many fields as desired but once a field is created and its type and length are set, you may not change it. You may not add fields in the middle of the database. You can only add new fields onto the end of the database.
 - g. When you have added all of the desired fields, tap the green ok button at the bottom left of the screen.
5. You will now be asked what you would like the name the shapefile, and where you would like to save it.
 - a. Always place files in the *Personal* folder.
 - b. On a Trimble GeoExplorer XM or XH, make sure it's the personal folder on the DISK drive.
 - c. Name the file in a way that is easy to remember.
 - d. If you are just experimenting, label the file *Test* so it's clear this is a test file and will not require saving or post-processing in the future.
 - e. Tap the gray *Save* button when you are finished.

6. You will be asked if you would like to create a QuickForm for the shapefile, Typically, you would tap *No*, but if you plan to enhance a form back on your PC in ArcPad Studio, tap *Yes*. Don't worry about making many changes to the form when you are out in the field.
7. The new shapefile will be automatically loaded into the ArcPad Table of Contents (button that looks like a stack of papers) for editing.