

This REGIS QuickSheet presents a step-by-step process for exporting GIS data from the system into the various CAD formats for use in CAD systems. It also illustrates how to access and display CAD data within the GIS.

PLEASE NOTE: The CAD Export function is only available in the **ArcInfo** level of ArcGIS. By default, most users are assigned to the **ArcView** level of ArcGIS, which does not allow access to the CAD Export function. To export GIS data to CAD, you must first have ArcInfo assigned to your user profile. Simply contact the REGIS Help Desk at (616) 776-7744 or regis@gvmc.org and request ArcInfo access for CAD Exporting.

Export to CAD: Step-by-Step Process

1. Log into REGIS **ArcInfo 9x3** as you normally would, either opening a saved map document (.mxd) file from a previous session or using a brand new map document adding the needed layers. At a minimum for this operation, you should load Government Units (from Political Boundaries) and any of the layers you wish to export to CAD. However, feel free to add any other layers you may find helpful or useful.

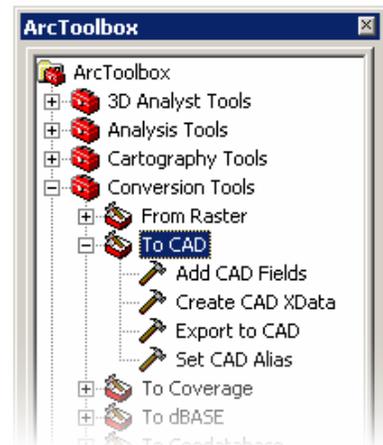
It is advisable to only export the portion of the data layer you need to import into CAD, as opposed to exporting the *entire* GIS layer, which may take a great deal of time and result in a massively huge and unwieldy CAD file.

2. Zoom into your area of interest and select the features from the layer(s) you wish to export to CAD. You can select the features using any of the standard selection tools, including the Select Features, Select by Polygon, or using the Select by Attributes or Select by Location functions under the Selection pull-down menu.

3. Open the ArcToolbox by clicking on the red toolbox icon in your toolbar (see illustration at right).



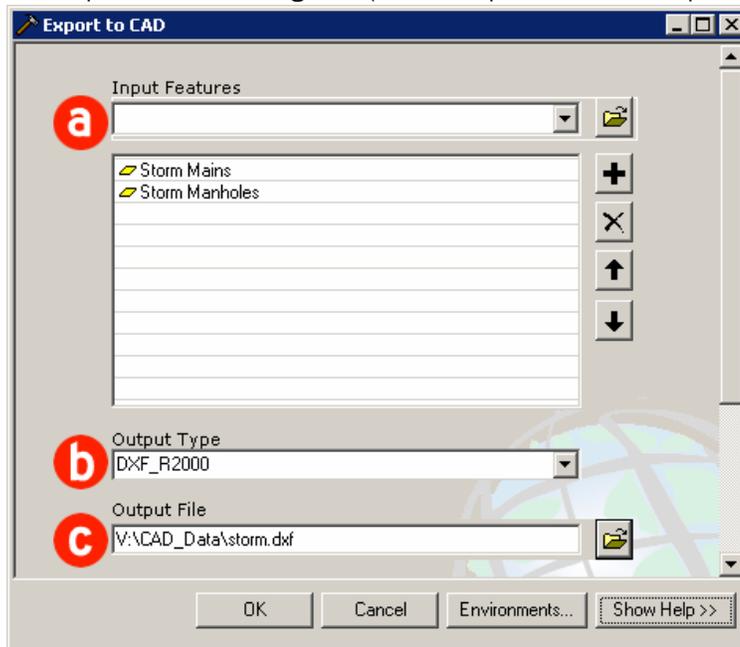
4. With the ArcToolbox open, click the  next to "Conversion Tools", then click the  next to "To CAD" to convert GIS data to the CAD format. If you do not see these options as shown in the illustration at right, you are likely not logged into REGIS ArcInfo. Review the note at the beginning of this document to see if you need to request access to the ArcInfo application.



5. Double-click the "Export to CAD" option in ArcToolbox and a dialog box will appear (see illustration at the top of the next page). At a minimum, you will need to specify three items:

- a. **Input Features:** Use the pull-down menu at the top of the box to choose the layer(s) you wish to export to CAD. You can export just one layer or any number of layers. Remember to first highlight those features you wish to export before exporting them!
- b. **Output Type:** From the pull-down menu under Output Type, select the CAD platform and file version you need. Types include DWG_R14, DWG_R2000, DXF_R14, DXF_R2000, DWG_R2004, DXF_R2004, DWG_R2005, DXF_R2005, DWG_R2007, DXF_R2007 and DGN_V8. If you need to export to a different format, please contact the REGIS Help Desk for assistance.
- c. **Output File:** Click the folder icon on the right edge and navigate to the drive and folder where you would like to export the data. It is advisable that you save the CAD data on a local drive unless you wish to use it within the REGIS (GIS) environment. Also, be sure to give the exported data a file name and append the appropriate file extension (e.g. .dxf, .dwg, .dgn, etc.) or your CAD system may not recognize the file.

- d. Click **OK** to export the data to CAD.
- e. The Export to CAD dialog box (from the previous four steps on the first page) is shown below:



6. Your GIS data has been exported to CAD format.

Viewing CAD Data in ArcGIS

1. Viewing CAD data in the GIS is a simpler process than exporting GIS data to CAD.
2. Simply click on the standard “Add Data” button and navigate to the directory in which the CAD data is stored. Choose the necessary CAD data elements and click “Add.”
3. CAD data will appear in the Table of Contents just like any other GIS layer. You also have the same options for symbolization with CAD data that you do with GIS data, including altering colors, line thicknesses, fill patterns, etc. You may also rename, move and toggle on-and-off the CAD layers just as you would GIS layers.



Additional Information

For assistance or additional information, please call the REGIS Help Desk at (616) 776-7744, send an e-mail to regis@gvmc.org, or consult the REGIS Support Center at http://www.gvmc-regis.org/regis_users.html. For information on GIS training offered at REGIS contact Michele Wittkowski at (616) 776-7751 or visit the REGIS training website at <http://www.gvmc-regis.org/training.html>