

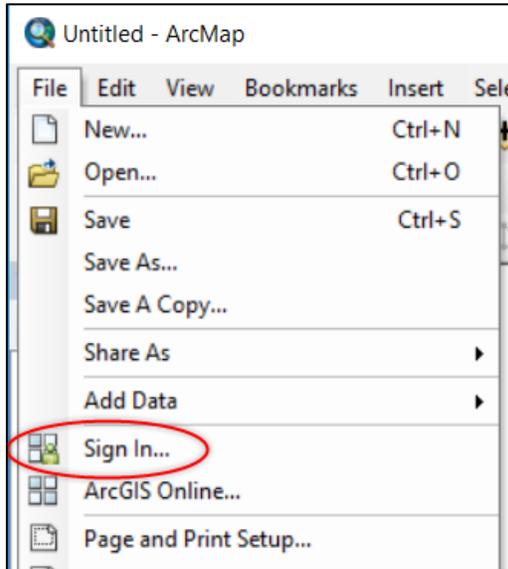
TechTip #2a

Extracting A Local Copy of FDRAs in AGOL to Edit in Desktop ArcGIS

1. Open Desktop ArcGIS 10.3.1 or higher.

Note: All graphics provided in this document reflect ArcGIS 10.5.1 in a Windows 10 environment. Slight differences may be observed between different versions of ArcGIS.

2. If the Getting Started window pops up, click **Cancel**.
3. To sign in to AGOL, **File** → **Sign In...**

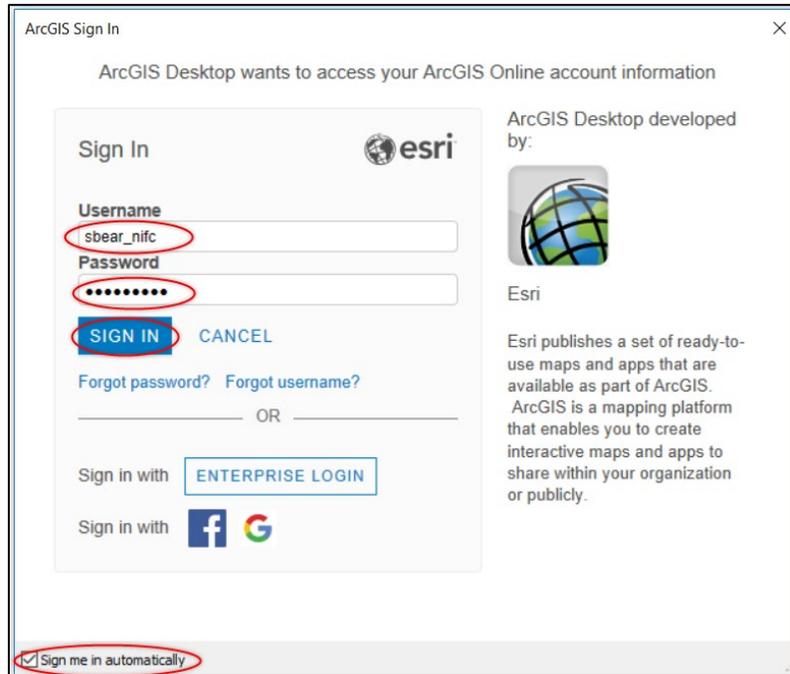


4. In the ArcGIS Sign In window, enter **Username** → enter **Password** → Check the box “**Sign me in automatically**” → click “**SIGN IN**” button.

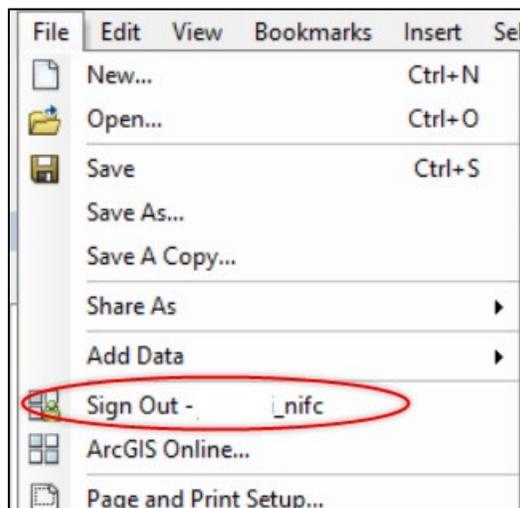
Note: usernames should be in the format <name>_nifc. Agency or local logins ending in anything other than “_nifc”, will NOT work. Users must have a NIFC AGOL account.

TechTip #2a

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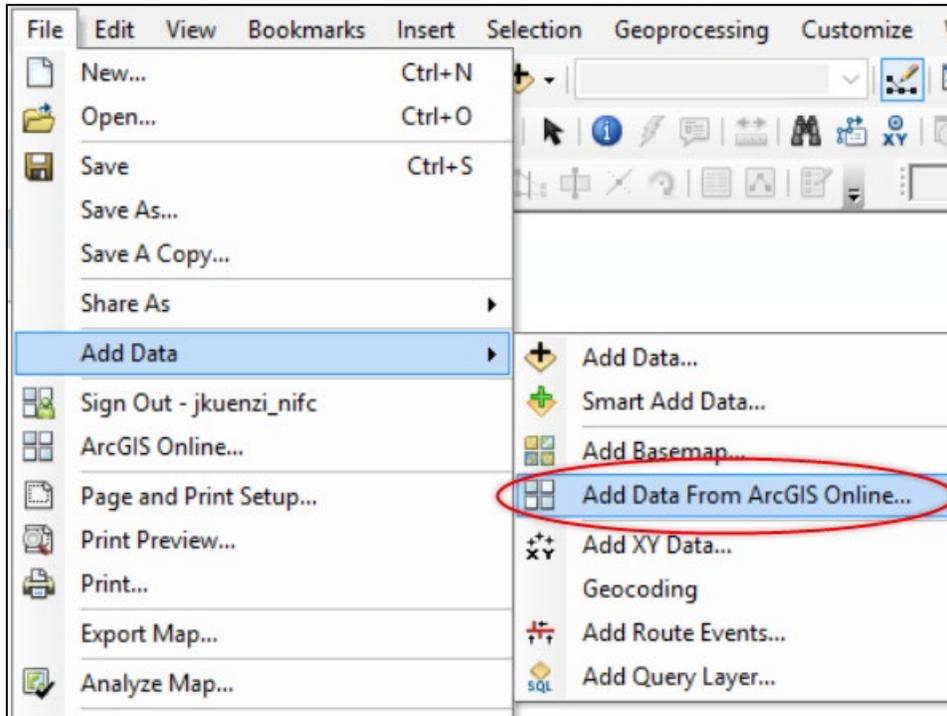
5. If your login is correct, the ArcGIS Sign In window will disappear. A window mentioning web resources being transferred may be seen briefly. If login was successful, under the File menu, the "Sign In..." option seen in step 3, will now say "Sign Out - <username>_nifc".



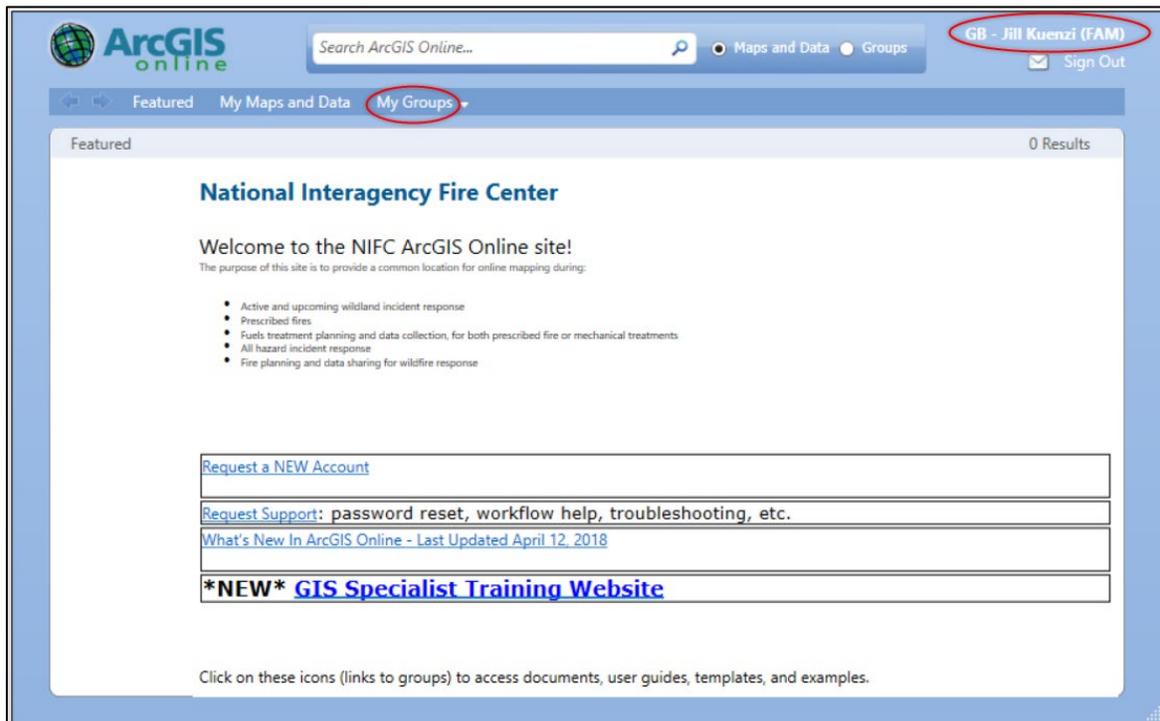
6. Add the FDRAs layer from AGOL to your ArcMap window. **File** → **Add Data** → **Add Data From ArcGIS Online**

TechTip #2a

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7. The ArcGIS Online (AGOL) window will appear. Note in the upper right-hand corner that the user is logged in. Then click **My Groups**.

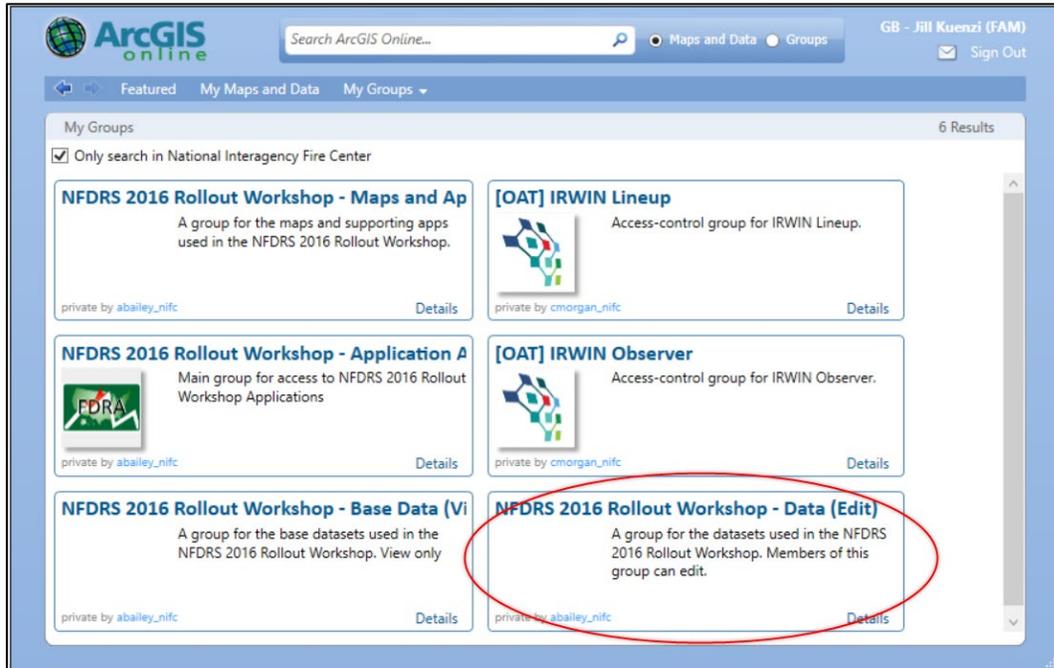


TechTip #2a

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8. Click **NFDRS Workshop – Data (Edit)** group.

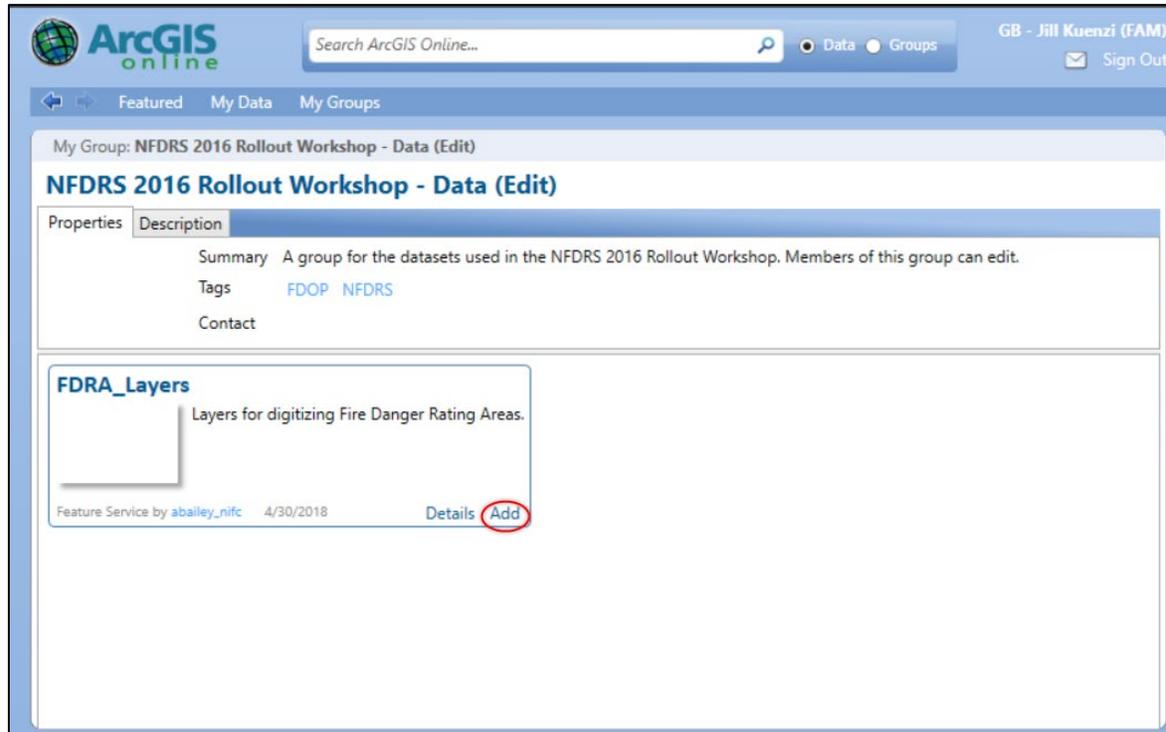
Note: If you don't see this group, then you don't have edit access and additional roles will need to be requested.



9. In the **NFDRS Workshop – Data (Edit)** window, click the **Add** button.

TechTip #2a

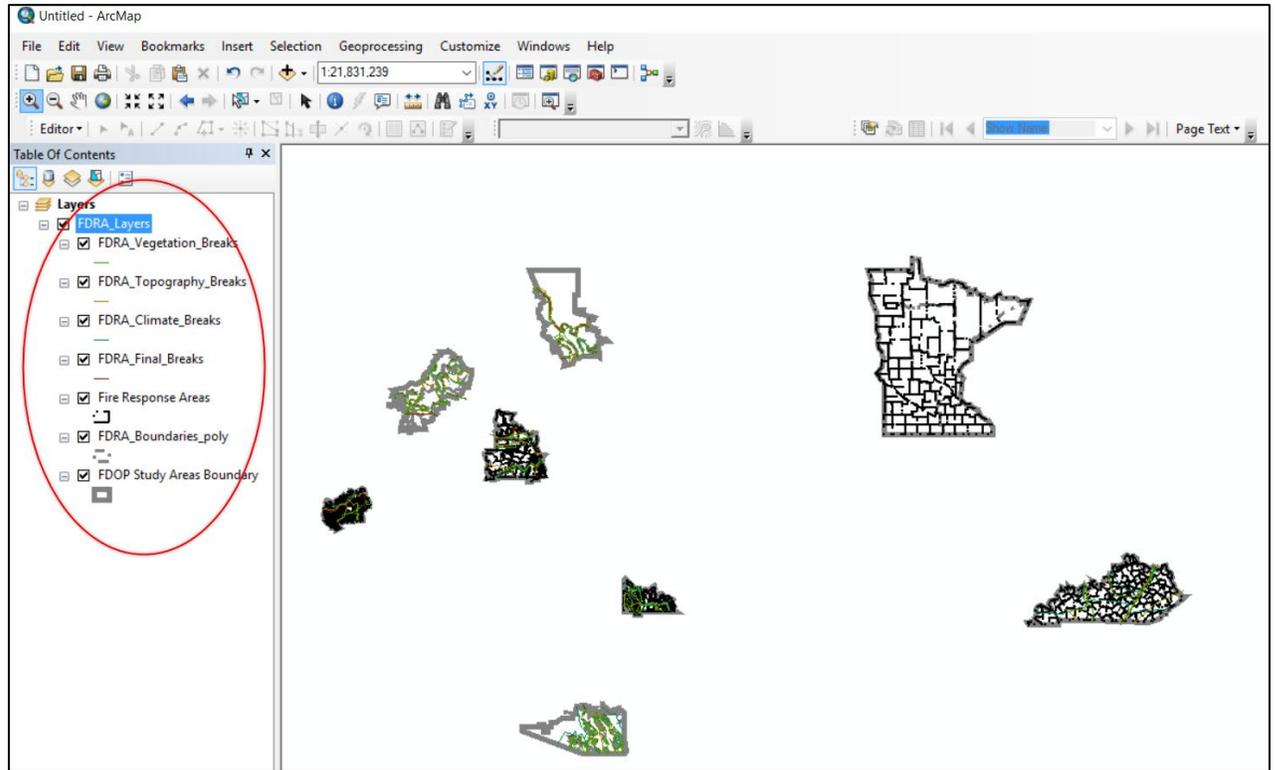
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10. In ArcGIS, the FDRA layers will appear in the table of contents window. Users may want to zoom to a desired scale in the Data View. By default, all layers will be turned on (checked). Turn layers off/on as desired.

TechTip #2a

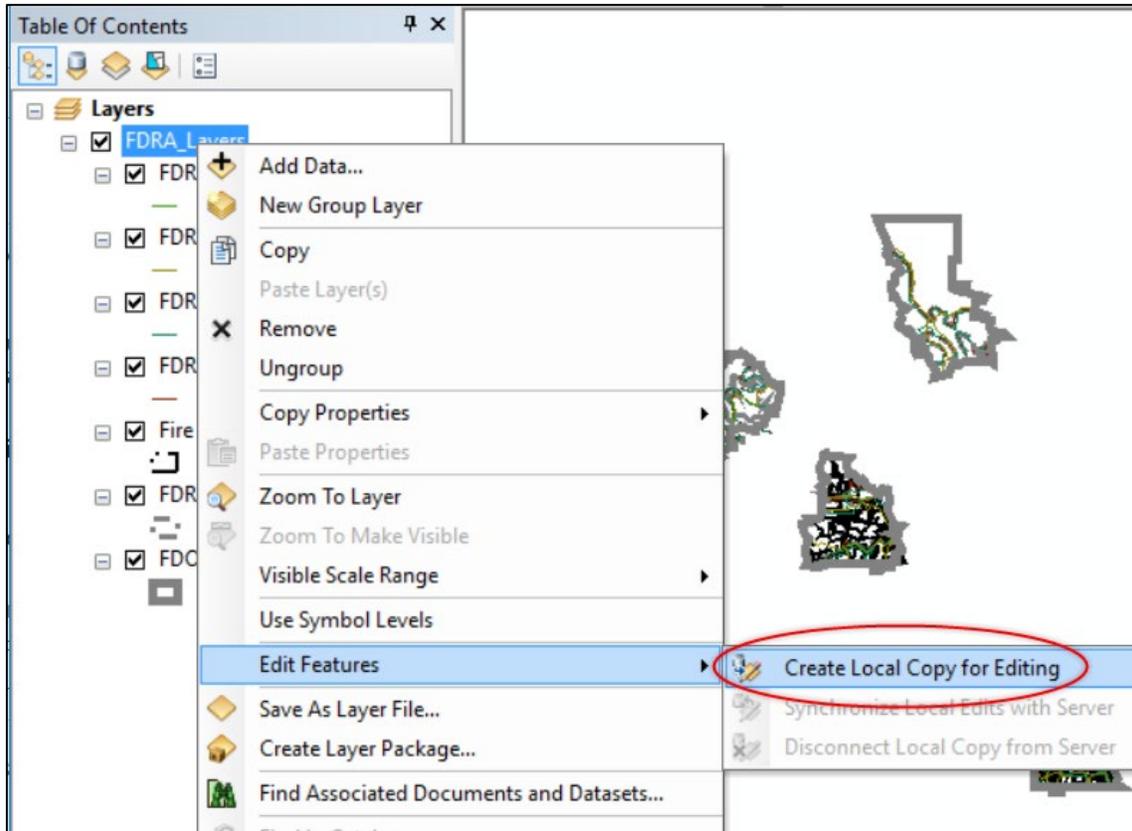
Extracting A Local Copy of FDRAs in AGOL to Edit in Desktop ArcGIS



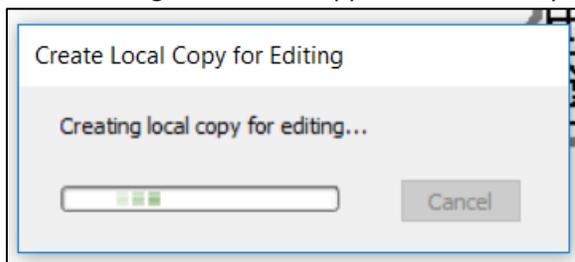
11. In order to edit FDRAs, users will need to download a copy of the data layers in AGOL to a local computer for editing. In ArcGIS Table of Contents, right-click on **FDRA_Layers** → **Edit Features** → **Created Local Copy for Editing**.

TechTip #2a

Extracting A Local Copy of FDRAs in AGOL to Edit in Desktop ArcGIS



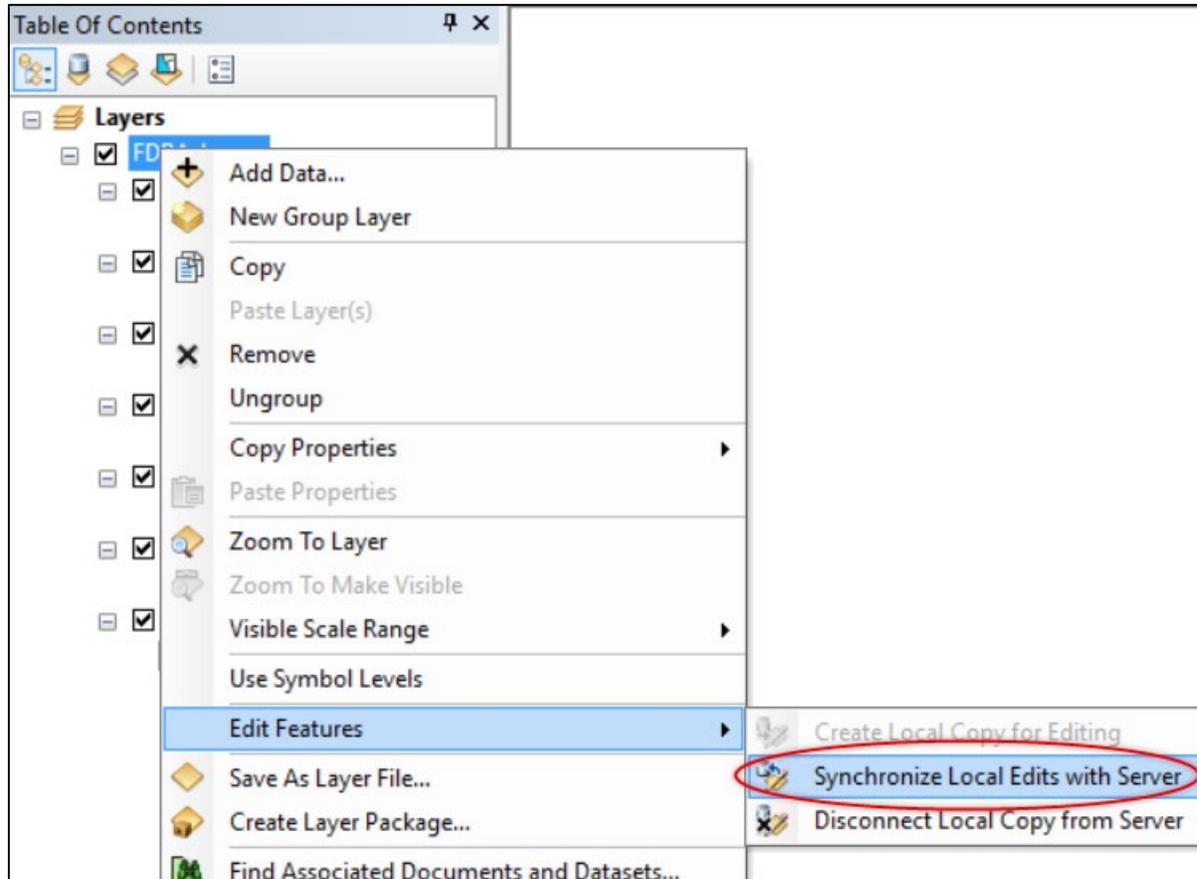
The following window will appear momentarily and disappear when the local copy has been created.



12. Complete needed edits in ArcGIS.
13. When edits are complete, load them back up to AGOL. In ArcGIS Table of Contents, right-click on **FDR_Layers** → **Edit Features** → **Synchronize Local Edits with Server**.

TechTip #2a

Extracting A Local Copy of FDRAs in AGOL to Edit in Desktop ArcGIS



14. Once uploaded, check the AGOL copy of the data to ensure that changes were uploaded successfully.