![McGill Library Bibliothèque - Information • Innovation • Service]

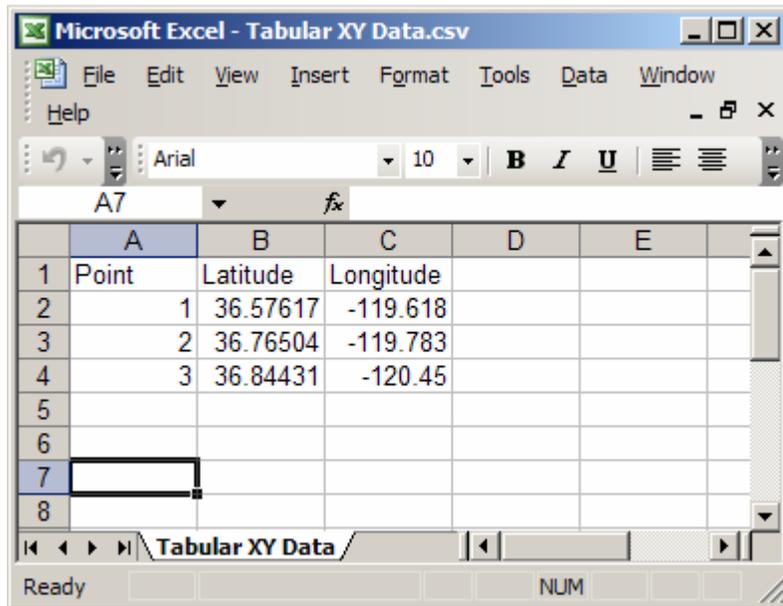# Mapping x,y tabular data in ArcView 3.x

Related Guides:

- Mapping x,y tabular data in ArcGIS 8 & 9

Requirements:

- ArcView
- x,y tabular data
- spreadsheet program such as Microsoft Excel

Procedure:

1. Open your tabular x,y data in a spreadsheet application such as Excel.

2. Adjust your data so that it meets the following criteria:

- Data (i.e. coordinate) fields or columns should have a numeric format
- Text fields or columns should have a text format
- You must have column headings in the first row or ArcView will assign the data in the first row as the new column headings. Shorten column headings to 10 characters or less, remove spaces and special characters and do not begin column headings with numbers

- Adjust the width of each column to an appropriate width so that all data in each column is visible. If the width of a column is narrower than the entire amount of information in that column Excel will trim the data before exporting it
- The import will not work if there is an empty column or row

3. Save your formatted tabular data as either a tab-delimited (.txt) file or as a dbase IV (.dbf) file
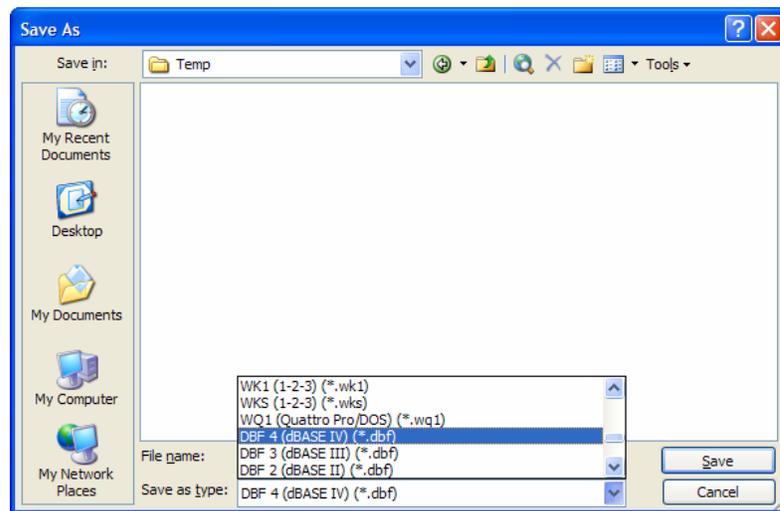
4. After making changes to your spreadsheet or database close the application you used. The import will not work if the file you are attempting to import is open
5. Open ArcView and create a new project with a new view
6. You will be asked if you would like to add data to the new view. Click "No".
7. To add your table to ArcView's list of tables, click the "Tables" icon in the Project Window and then click the "Add" button which is found just slightly up and to the right. Browse to the table's location select it and click OK.
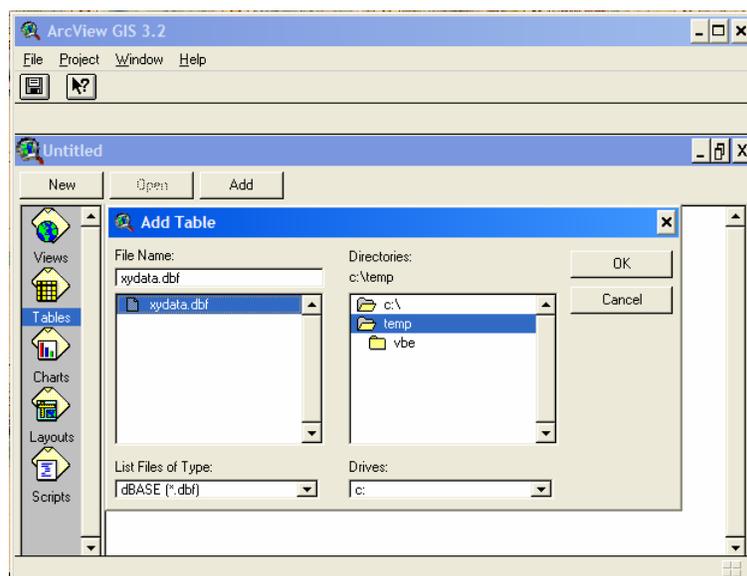
Note: If your data is in (.txt) format be sure to change the "List Files of Type:" to read "Delimited Text" or your file will not appear as an option

8. Your table should appear in a new window. Double-check to make sure that all the information appears in the correct format.
9. Click the window labeled "View1" so that it becomes the active view.
10. Under the "View" menu at the top of the screen select "Add Event Theme".
11. In the pop-up window that appears verify that the selected fields do in fact refer to the proper information for their x and y coordinates. Click "Ok".
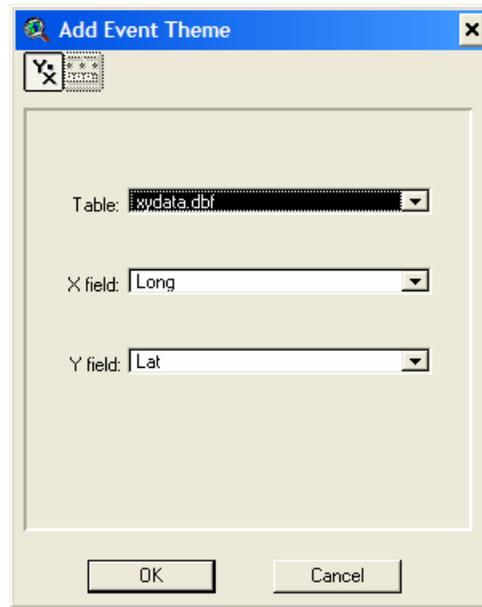

12. A new theme should appear in View1. Click the small box next to the theme's name to display it.
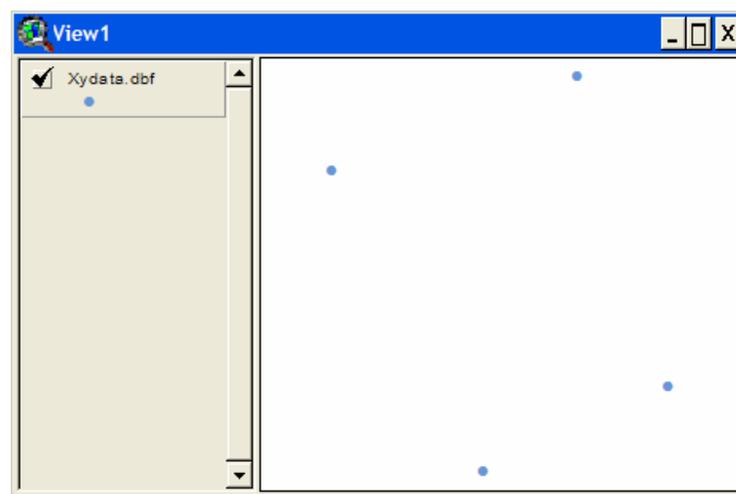
13. To save your event theme as a shapefile select the "Theme" menu from the top of the screen and then "Convert to Shapefile".
14. Give your file an appropriate name, browse to the location where you would like to save it and click "Ok".
15. You will be asked to if you would like to add the new shapefile to the current view. Click "Ok".

You now have a shapefile that represents your x,y coordinate data. The only problem is that your shapefile is not currently assigned any projection or coordinate system information. To solve this problem you will need to use ArcView's Projection Utility. As well, in order to do this, you must know the coordinate system in which your data was collected.

16. Click the start menu in the lower left-hand corner of the screen. Click on ESRI, then
17. ArcView GIS 3.2, then Projection Utility. The utility will open in a new window.
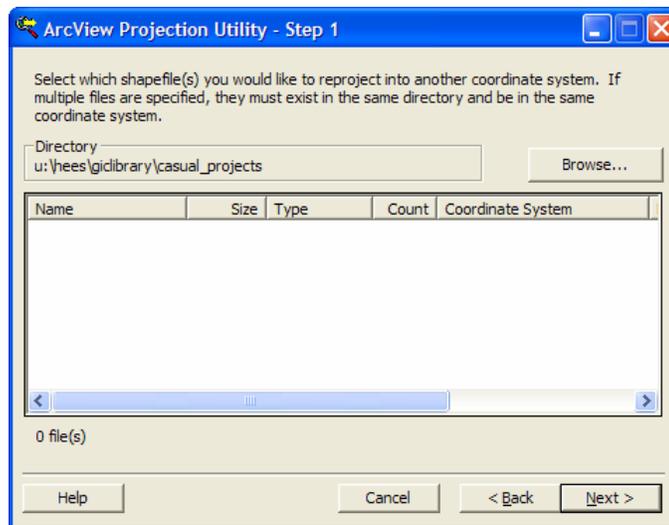
18. Click the Browse button and locate the shapefile you would like to project. Click Open.
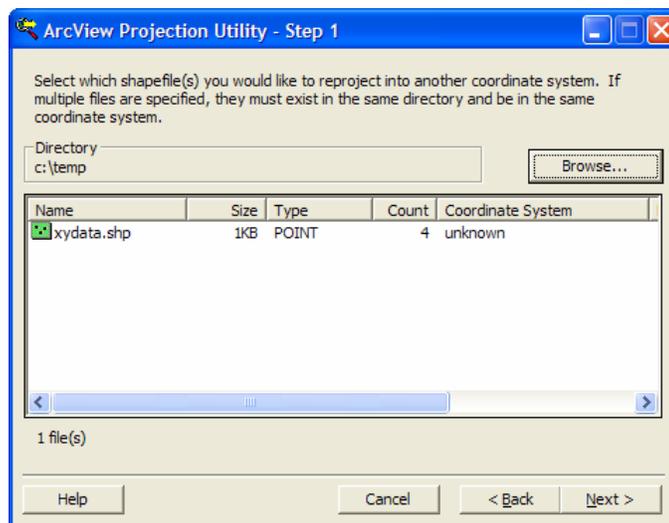
19. Click Next.
20. Select the projection information for which your data was collected. Click Next.
21. Select the exact same information. This will save your shapefile in the desired coordinate system. Click Next.
22. Click the Browse button and specify the location where you would like to save your shapefile. Give the new file an appropriate name. Click Save.
23. Click Next.
24. Verify that all the information is correct. Click Finish.
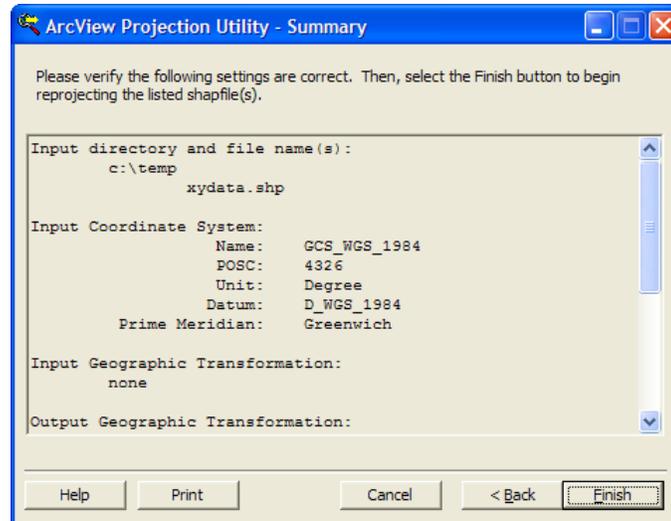
25. Congratulations, you now have a projected shapefile that accurately represents your x,y point data!

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