How to Add the ArcGIS® 9.1 Introducing Geoprocessing Panel to ArcCatalog™ and/or ArcMap™

An ESRI® Short Tutorial • January 2006

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How to Add the ArcGIS 9.1 Introducing Geoprocessing Panel to ArcCatalog and/or ArcMap

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How to Add the ArcGIS 9.1 Introducing Geoprocessing Panel to ArcCatalog and/or ArcMap

ArcGIS® Modules Used: ArcGIS 9.1—ArcCatalog™ or ArcMap™

Setup Time: +/- 10 minutes

Brief Workflow Description

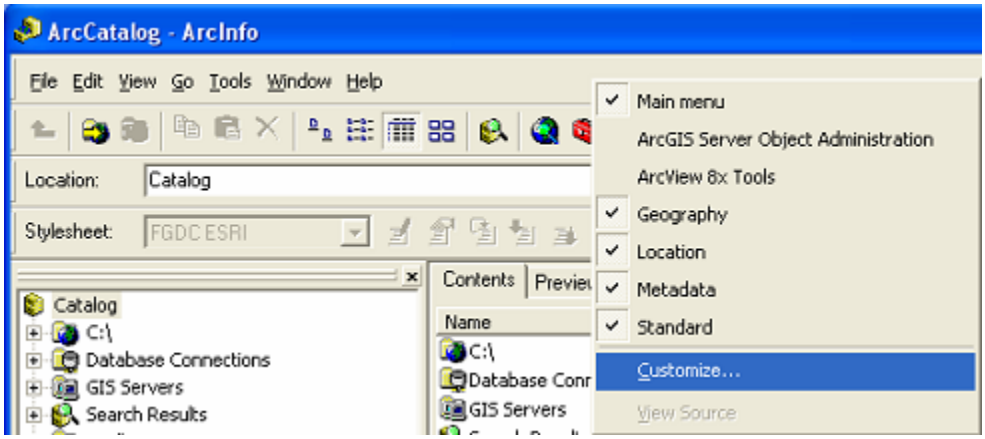
When first getting started with a new or unfamiliar GIS functionality or when using a functionality infrequently, many people find a tutorial very helpful. The Introducing Geoprocessing panel provides such a tutorial. When added to the ArcCatalog (or ArcMap) Tools menu, it gives easy and quick access to a dozen of the most frequently used geoprocessing tools. In addition to a general description of what geoprocessing is, the Introducing Geoprocessing panel contains usage instructions for the 12 tools. Among them is the Merge tool whose use, particularly its Field Map, is described in detail in a separate document. Note that the steps to add the Introducing Geoprocessing panel to ArcMap are identical.

Preparation

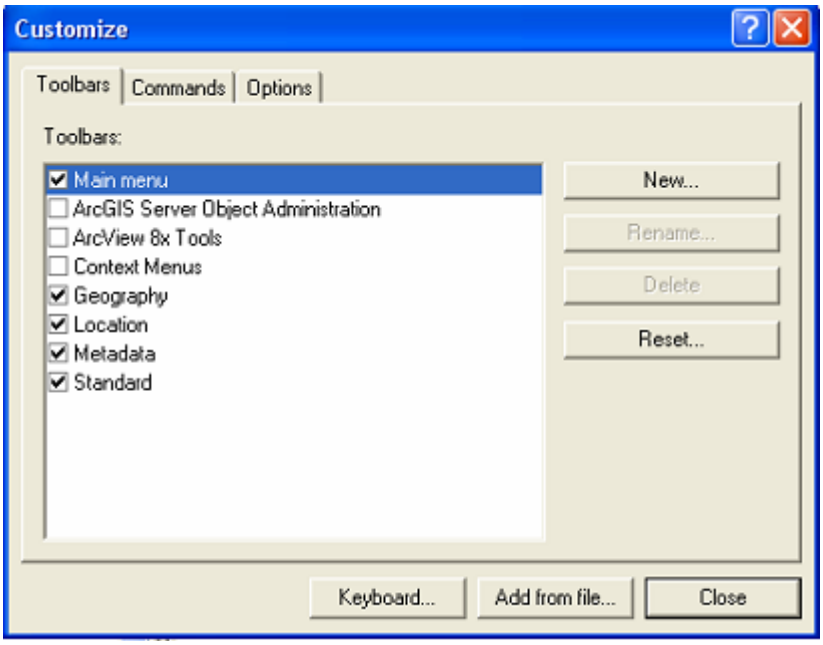
Open ArcCatalog.

Adding the Introducing Geoprocessing Panel to the Tools Menu

1. Move the mouse pointer to the menu and toolbar area, and right-click in an open space. From the context menu that opens, select Customize.

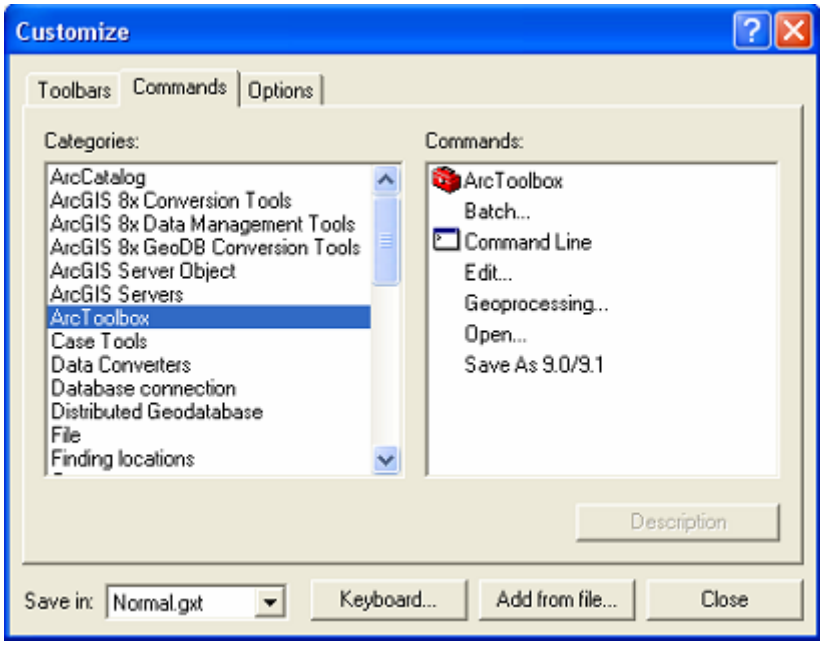


The Customize dialog box opens.



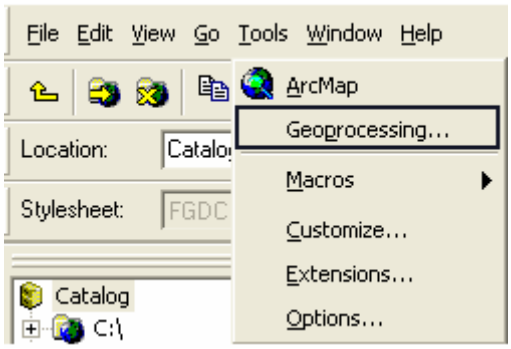
2. In the Customize dialog box, click the Commands tab. The Categories list is populated.

3. In the Categories list, select ArcToolbox and note how the Commands list changes.



4. In the ArcToolbox Commands list, click Geoprocessing and, while holding down your right mouse key, drag it onto the Tools menu of the application.

5. When the Tools menu opens, drop the Geoprocessing panel onto the menu where you would like to have it.



6. In the Customize dialog box, click Close.

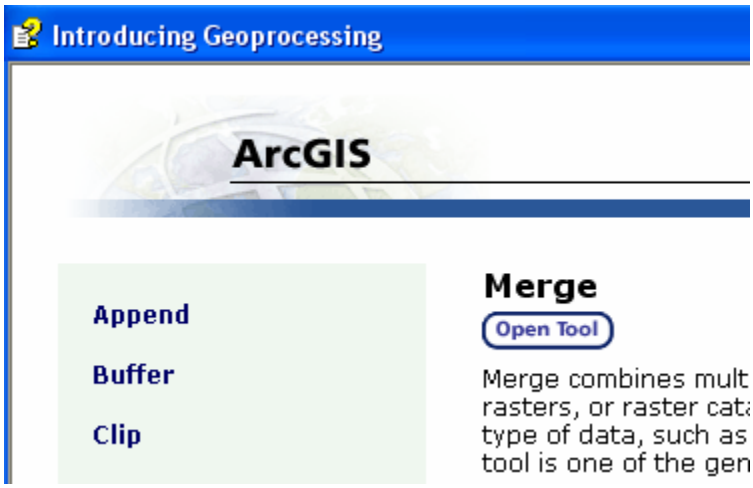
Exploring the Introducing Geoprocessing Panel

1. From the Tools menu, select Geoprocessing to open the Introducing Geoprocessing panel and explore it. Note that when the Introducing Geoprocessing panel opens, the overview panel Where to start with Geoprocessing is active.

2. To learn more about geoprocessing, click What is geoprocessing? toward the bottom of the table of contents.

3. Explore the Introducing Geoprocessing panel by clicking any or all of the 12 tools on the left in its table of contents.

Note: You can open any tool's dialog box by clicking the Open Tool button on each tool's overview panel (Merge is shown here).



To work with the Merge tool, refer to the How To Use ArcGIS 9.1 Merge Tool with Field Map document. Additional help for Merge is in the ArcGIS Desktop Help under Geoprocessing tool reference > Data Management toolbox > General toolset > Tools > Merge.

This concludes the tutorial.