

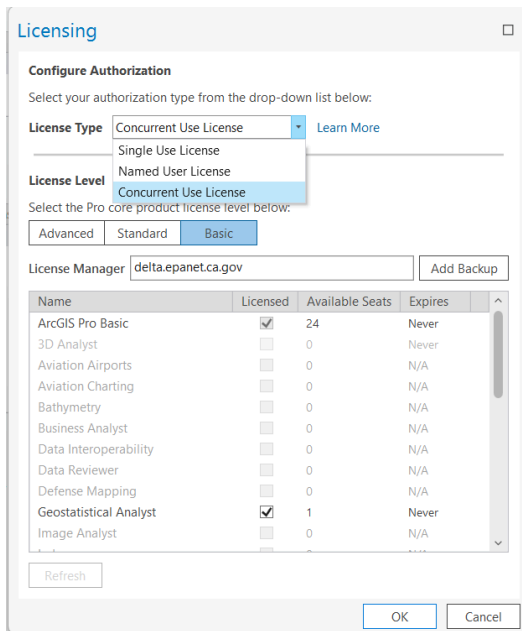
GIS OIMA Set Up

Never save any map/data to your personal drive. Please save information to a shared drive/folder

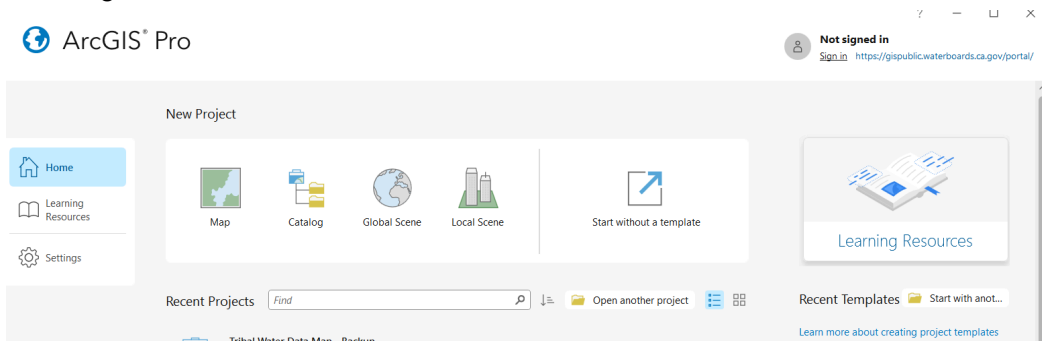
Make sure your VPN is turned on

ARCGIS Pro Set Up

1. Click Licensing Type
2. Click Concurrent Use License



3. License Manager delta.epanet.ca.gov
4. Click Sign - In

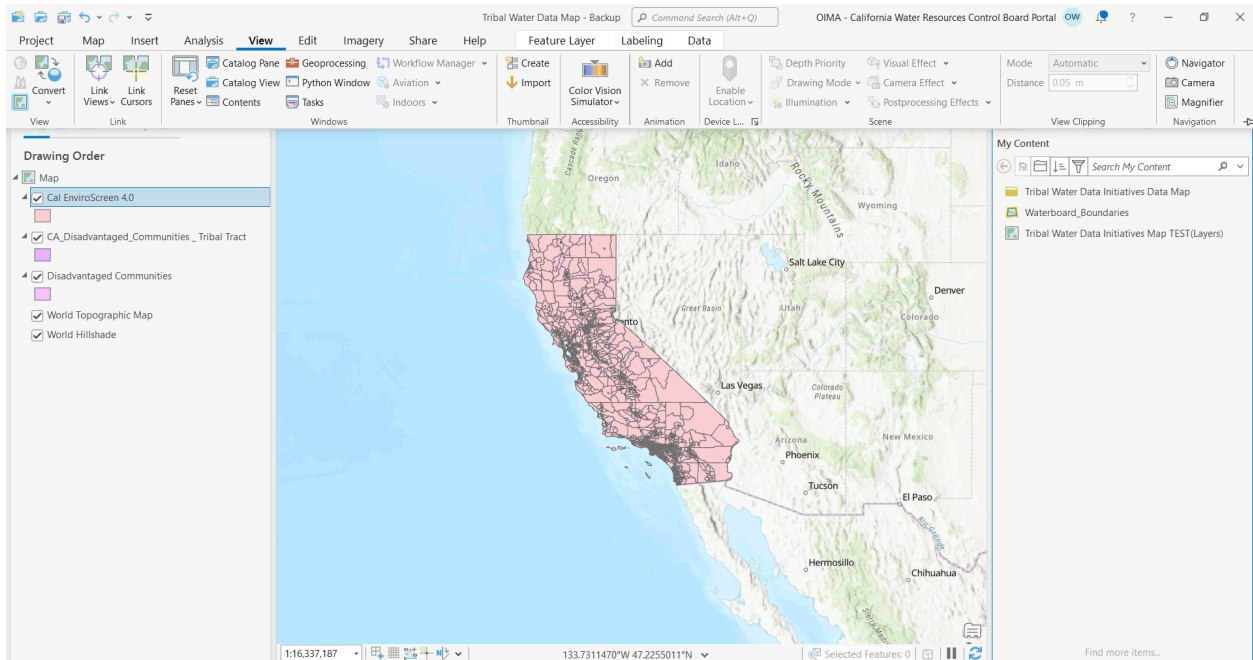


5. Username: OIMA_MAPPER
6. Get the Password from Anna Holder

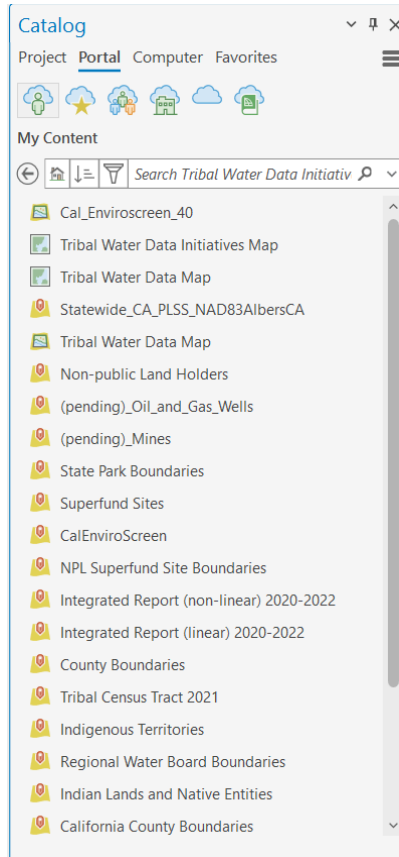
Creating a Map Image Layer

For some CalEPA files, you are not able to create an image layer, so use a feature layer.

1. Open ArcGIS Pro
2. Open Map in ArcGIS Pro
 - a. Click View
 - b. Click Catalog Pane in the banner



- c. In the Catalog Pane click Portal
 - d. Then double click (or Ctrl + right click) on Tribal Water Data Initiatives Data Map Folder
 - i. The Tribal Water Data Initiatives Map - **Public facing map**
 - ii. Tribal Water Data Map - **Private facing map**
 - e. Right click on the map of your choosing
 - f. Click add and open
 - i. You will get a transformation warning but that is okay
 3. Right Click on the Feature Layer
 4. Go to Sharing
 5. Click on Share As Web Layer
 6. Once you made the map image layer contact the GIS Team (GIS@waterboards), so make the file publicly available
- * After a map image layer is created make sure you are updating the APRX file in Sharepoint



MapView (for now use Classic)

Instructions for adding a Layer

**Note you can add a layer via MapViewer and ArcGIS PRO the process is very similar

Researching Layers

1. Confirm the appropriate layer with Tribal Partners
2. Researching
 - a. CA State Geoportal
 - b. ArcGIS Online
 - i. Login as OIMA_Mapper
 - ii. Open the map
 - iii. Click "Add"
 - iv. You can search "organization" to find other state agencies
 - c. California Open Data Portal
 - i. Download the file or use a URL
 - d. Use GeoJSON or Shapefile

Adding Layers to GIS Map

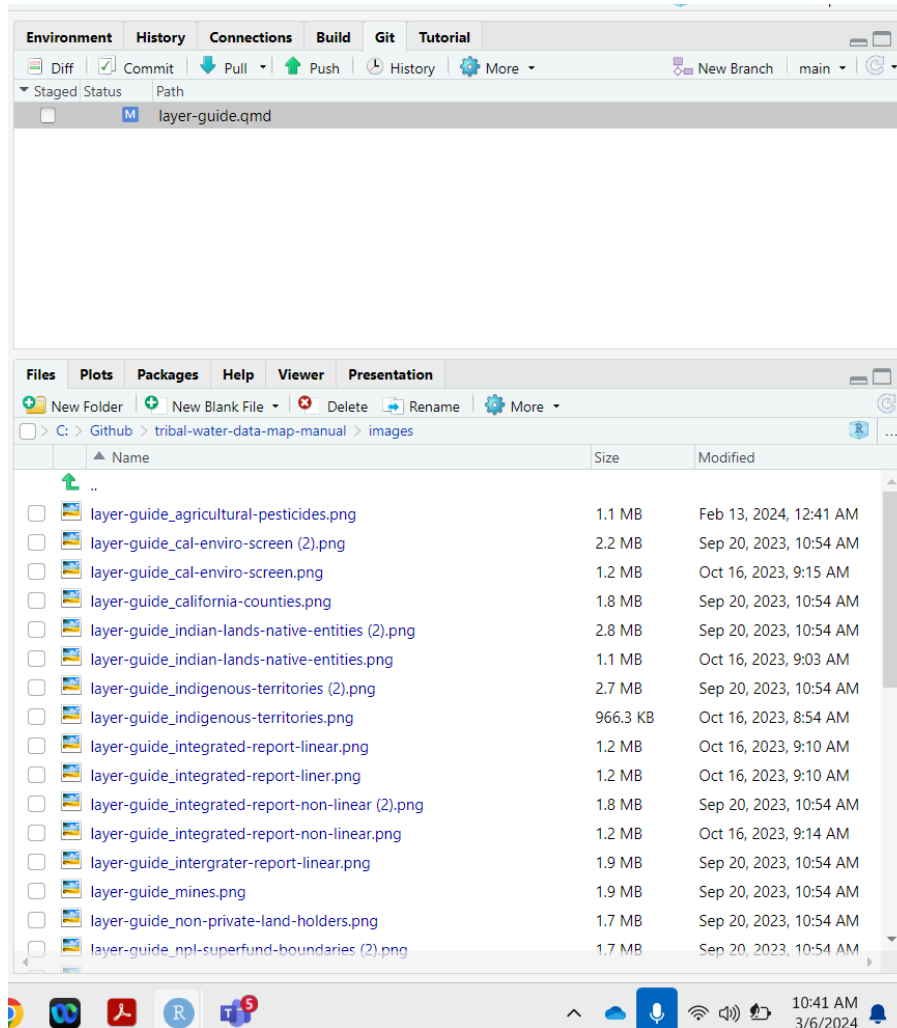
1. To create layer, go to “home” on top left of the ArcGIS Online portal.
 - a. Click “content”.
 - b. Click “add item”
 - i. If you are adding a layer through a URL, click “URL”.
 - ii. If you are adding a layer from a file, click “feature layer”.
 1. Or you can drag and drop on the screen.
 2. After the file is added, now you can edit the page.

Editing Layer Page

1. *Change the title.*
2. *Change the description.*
3. *Change the header.*
4. *Go back to the map and add the layer using*
 - a. *“Add”*
 - b. *“Search”*
 - c. *“my content”*
 - d. *Check that it functions properly.*
5. *Click the three colored symbols below the layer to adjust how you want the data displayed.*
6. *Click the three dots at the bottom of the layer name and rename it following it's position in the layer guide (ex. 3.5.1. – Non-private_Land_Holders).*
7. *Take a screen shot with just the new layer displayed.*
 - a. *Create a thumbnail following the procedures in the powerpoint file titled "TribalWaterDataThumbnails"*
8. *Go back to the more details page for that layer and add the thumbnail.*
9. *Before saving,*
 - a. *Zoom back out to the whole state.*
 - b. *Check the top 2 layers (Waterboard Boundaries, Indigenous Territories)*
 - c. *Save*

User Manual's Layer Guide

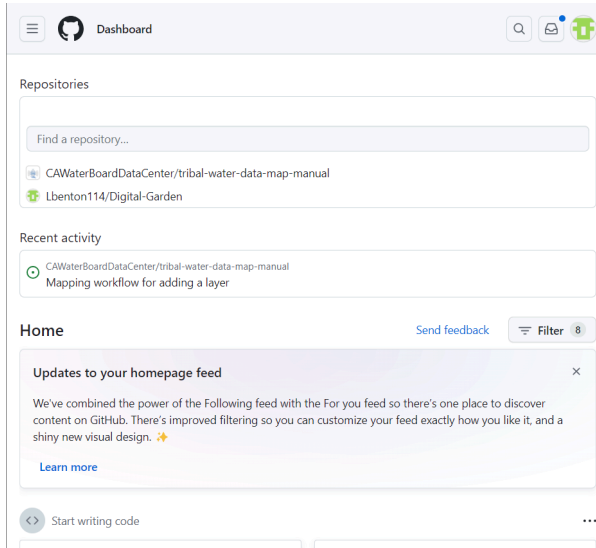
1. Open the Map Project in R Studio
2. Pull
3. Open the Layer Guide .qmd
4. Go to the section the layer most appropriately fits.
5. Add the layer info to the section with the following format:
 - a. Name of layer
 - b. TLDR description
 - c. Screenshot
 - d. Source
 - e. Update frequency
6. Save
7. Click the changes you made in the environment



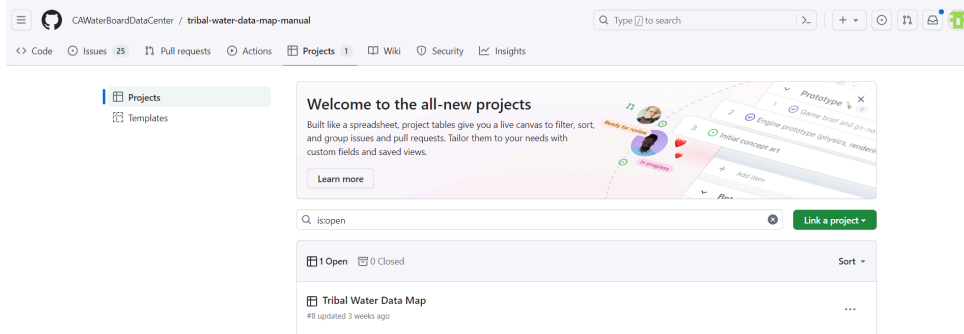
8. Commit (add a commit message describing your changes!)
9. Push
10. Verify that changes are public

GITHUB Guide

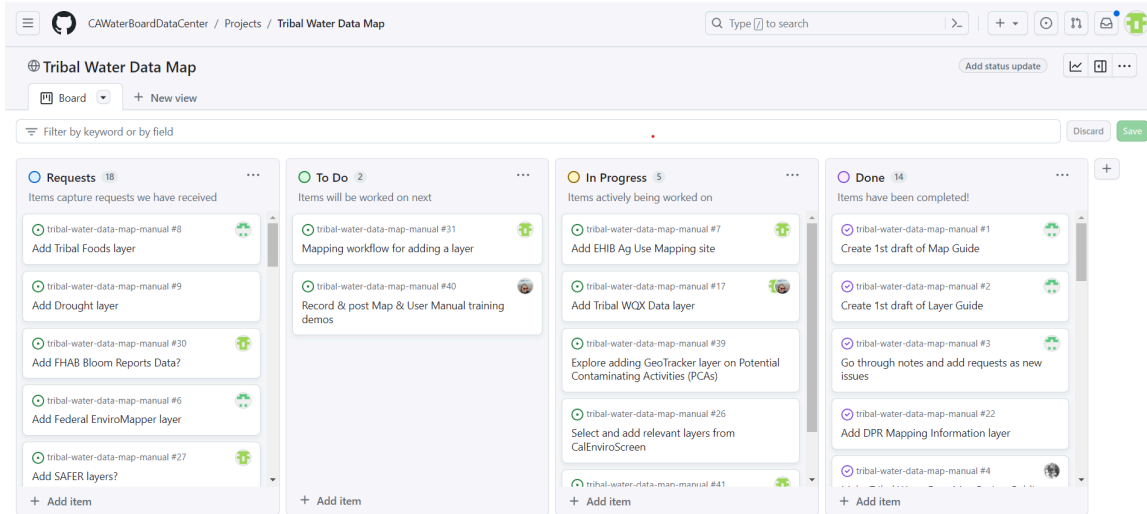
Navigate to the project site



1. Click CAWaterBoardDataCenter/tribal-water-data-map-manual Repository
2. Click on Projects in the top banner, then click Tribal Water Data Map

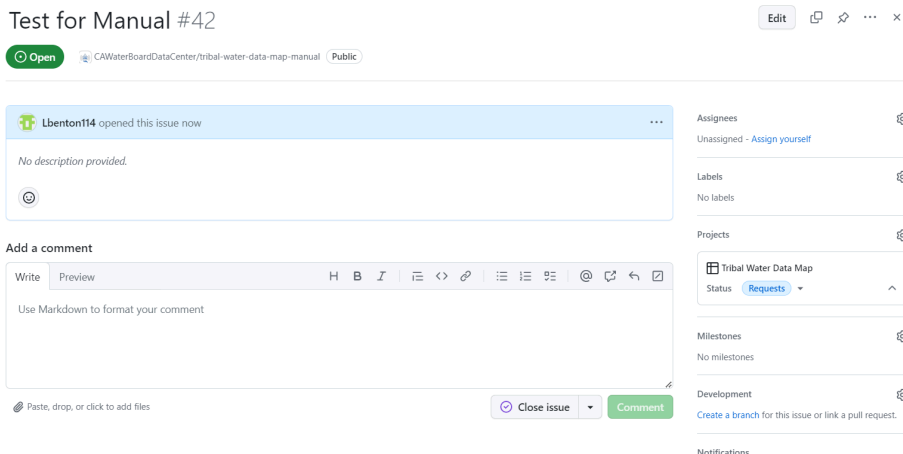


3. This is the Tribal Water Data Map Kanban Board
 - a. Here you can click on an issue and assign it to yourself, or drag and drop an issue to the appropriate category



Creating GitHub Issues

1. Click + Add Item in the specific category (Requests, To Do, In Progress, Done)
2. Create a Title for the issue and click **Convert to Issue**



3. Map sure to create a description, with links and extra information, so people can come back to the issue

Updating GitHub Issues

1. Once you are done with the project move the issue to done
2. Check the complete button, but do not remove yourself from the issue