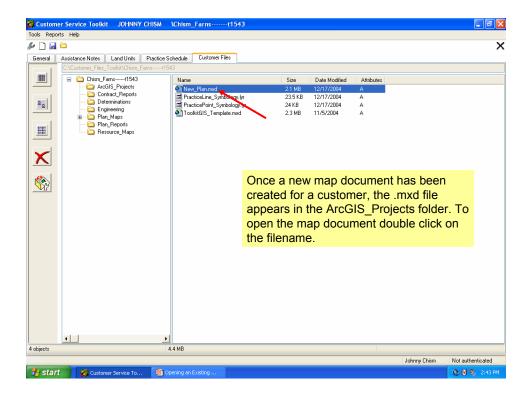# Opening an Existing Map Document
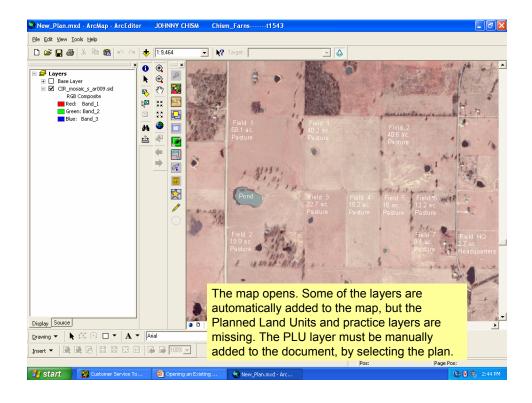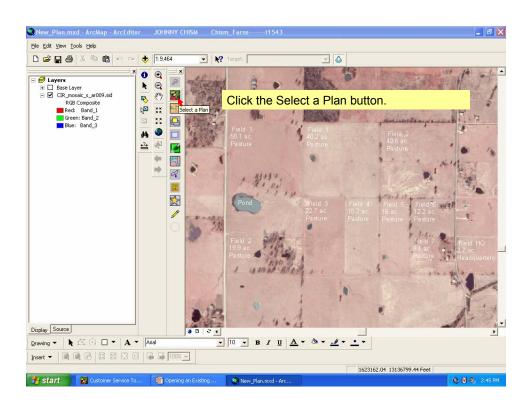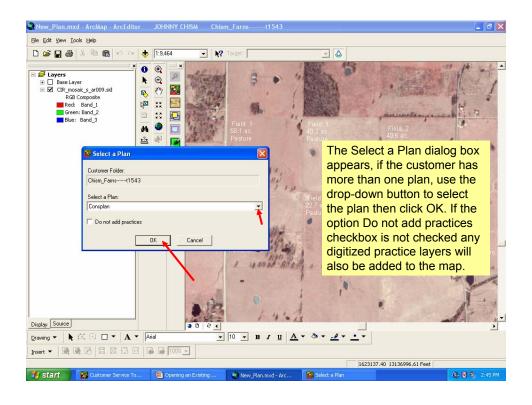
Toolkit 2004

Once a new map document has been created for a customer, the .mxd file appears in the ArcGIS_Projects folder. To open the map document double click on the filename.

The map opens. Some of the layers are automatically added to the map, but the Planned Land Units and practice layers are missing. The PLU layer must be manually added to the document, by selecting the plan.

Click the Select a Plan button.

The Select a Plan dialog box appears, if the customer has more than one plan, use the drop-down button to select the plan then click OK. If the option Do not add practices checkbox is not checked any digitized practice layers will also be added to the map.

The Planned Land Units layer and practice layers are added to the map.