



FEMA

JTX User Guide FEMA DFIRM Production Tools

(DFIRM Release 2.1.2)

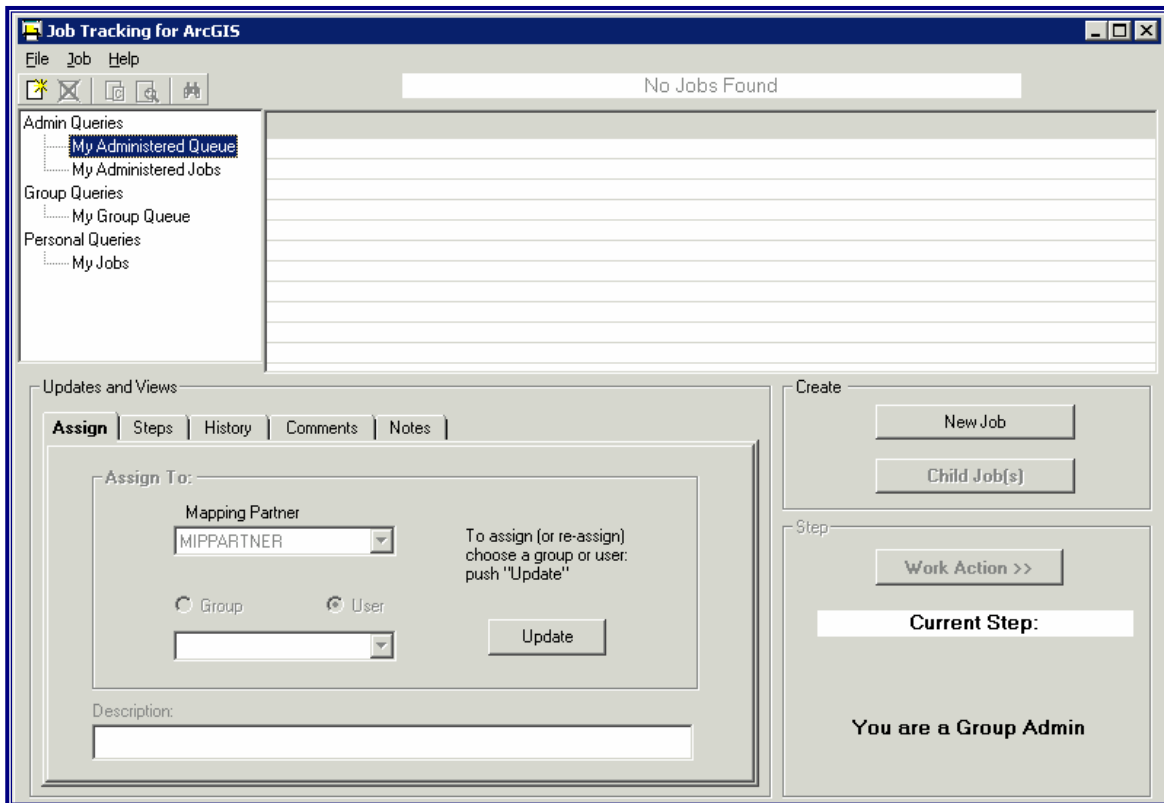















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JTX Key Concepts

What are JTX Users/Groups?

A JTX **User** is any person that has access to and will be working within the JTX environment. Each **User** must have his/her own user name set for job assignment and tracking purposes.

A JTX **Group** is a set of **Users** that share a common role and typically work in the same department (e.g. Engineering, QA/QC, Mapping, etc.). **Groups** are used for two reasons: to control privileges and to provide a queuing mechanism for jobs. There will be two **Groups** per department – one **Admin** and one **Analyst**, which will be given different permissions depending on their role in the workflow.

A **Mapping Partner** is a collection of Groups and Users that work for the same company (e.g. Baker, Watershed, etc.).

Admin Groups will be able to create jobs, assign jobs to any **User** or **Group**, and close jobs at the end of the workflow. **Admins** can also assign jobs to other **Mapping Partners**.

Analyst Groups will only be able to assign jobs within their **Group** or to their **Admin**. Analysts cannot create parent or child jobs.

JTX Jobs/Job Types

A job is a unit of work to be performed on a particular set of data by one or more people. A job type is a logical grouping of steps and layers required to perform a particular task, and it is also used to streamline the workflow.

One job type has been created for this implementation -- DFIRM Study.

DFIRM Study (STDY)

This job type includes any DFIRM Production work. Currently, the 42-step workflow extends through the submission of the preliminary DFIRM database to the MIP. As more tools are added to the environment, the workflow will be extended.

Step order and Description
<input checked="" type="checkbox"/> 1 Create A Version of the Data For the Job
<input checked="" type="checkbox"/> 2 Add Record for Job to Study Info Table
<input checked="" type="checkbox"/> 3 Populate Look-Up Tables
<input checked="" type="checkbox"/> 4 Build Corporate Limits
<input checked="" type="checkbox"/> 5 Create the FIRM Panel Index Feature Class
<input checked="" type="checkbox"/> 6 Build/Edit DFIRM Database
<input type="checkbox"/> 7 Create/Edit Work Maps
<input type="checkbox"/> 8 Conduct Engineering Review using Work Maps
<input type="checkbox"/> 9 Conduct QC Review using Work Maps
<input type="checkbox"/> 10 Submit DRAFT DFIRM Database to MIP
<input type="checkbox"/> 11 Begin Preliminary Mapping
<input type="checkbox"/> 12 Edit Panel Annotation

Step 1 is completed automatically when a job is created.

The remaining steps may launch ArcMap and the appropriate tools or they may be procedural.

First 12 steps for a DFIRM Study Job

1. **Create a version of the data for the job:** will be performed automatically, when a job is created [JTX]
2. **Add Record to Study_Info Table:** will only have to be done once for the study. If record already exists, you won't need to add it, but will have the chance to edit it [GeoPop]
3. **Populate Look-Up Tables:** users will populate all required look-up tables to assist with database production, this task can be divided up and assigned to multiple users [GeoPop]
4. **Build Corporate Limits:** will allow user to create the corporate limits, which is required for the creation of the FIRM Panel Index Feature Class. [GeoPop]
5. **Create the FIRM Panel Index Feature Class:** will create 2000 scale panel layout for study, which the user will be able to edit as needed [GeoPop]
6. **Build/Edit DFIRM Database:** allows user to populate database with required features, this can also be divided up into multiple jobs [GeoPop]
7. **Create/Edit Work Maps:** allows user to create a workmap to check database population. [Work Map]
8. **Conduct Engineering Review using Work Maps:** allows engineering staff to review work maps [Data ReViewer]
9. **Conduct QC Review using Work Maps:** allows QC group to review work maps [Data ReViewer]
10. **Submit DRAFT DFIRM Database to MIP:** DRAFT DFIRM Database will be submitted to the MIP
11. **Begin Preliminary Mapping:** annotation will be generated for map creation [Label-EZ]
12. **Edit Panel Annotation:** user will be able to edit automatically generated annotation, and add any missing elements [Map Production Pro, Label Edit, Annotation Tool]
13. **Conduct QC Review using Checkprints:** QC will review checkprints with annotation [Data ReViewer]
14. **Conduct Engineering Review Using Checkprints:** engineering will review checkprints with annotation [Data ReViewer]
15. **QC Review Engineering Comments:** QC will review engineering comments on maps and annotation [Data ReViewer]
16. **Perform Corrections to Checkprints:** analysts will make necessary changes, as outlined by engineering and QC [GeoPop, Label-EZ, Map Production Pro, Label Edit, Annotation Tool]
17. **Create Preliminary Maps:** user will create draft preliminary maps [Map Production Pro]
18. **Create Preliminary Index:** user will create draft preliminary index [DFIT]
19. **QA Preliminary Index:** QA will review index [DFIT, Data ReViewer]
20. **Submit Preliminary DFIRM Database to MIP:** draft preliminary submission of DFIRM database to MIP

21. **Independent QA of Preliminary:** independent QA will review submission and provide comments
22. **Add Independent QA Comments (1):** review comments and make changes to DFIRM database [*GeoPop, Map Production Pro, Data ReViewer, LabelPanel, Label Edit, DFIRM Annotation*]
23. **Create Final Prelim Checkprints:** user will create final preliminary maps [*Map Production Pro*]
24. **Create Final Prelim Index:** user will create final preliminary index [*DFIT*]
25. **QA Final Prelim Index:** QA will review index [*DFIT, Data ReViewer*]
26. **Submit Final Prelim DFIRM Database to MIP:** preliminary submission of DFIRM database to MIP [*Database Exporter*]
27. **Create Metadata for Preliminary DFIRM:** create/edit metadata file for DFIRM [*Metadata Builder*]
28. **Prepare Preliminary Package:** components of preliminary package are gathered
29. **Mail Preliminary Package:** preliminary package is mailed
30. **Post-Preliminary DFIRM Processing – Receive Comments:** receive and review comments from communities
31. **QC Review of the Engineering/Community Comments:** QC review of community comments
32. **Incorporate Required Changes to DFIRM:** incorporate community comments into DFIRM [*GeoPop, Map Production Pro, Data ReViewer, LabelPanel, Label Edit, DFIRM Annotation*]
33. **QC Review of GPO Checkprints:** QC review checkprints [*Map Production Pro, Data ReViewer*]
34. **Engineering Review of GPO Checkprints:** engineering review GPO checkprints [*Map Production Pro, Data ReViewer*]
35. **Submit GPO DFIRM Database to MIP for Independent QA:** draft preliminary submission of DFIRM database to MIP [*Database Exporter, Metadata Builder*]
36. **Receive and Incorporate Comments from Independent QA:** incorporate comments into DFIRM [*GeoPop, Map Production Pro, Data ReViewer, LabelPanel, Label Edit, DFIRM Annotation*]
37. **Prepare GPO Package:** components of GPO package are gathered
38. **Perform QC Review of GPO Package:** QC reviews GPO package
39. **Prepare Submission to Map Service Center:** components of MSC deliverable are gathered
40. **QC Review of MSC Deliverables:** QC review of MSC deliverable package
41. **Mail MSC Package:** MSC deliverable package is sent
42. **Reconcile and Post Using JTX Toolbar to Capture Transactions:** once job is complete, JTX admin will reconcile and post the job to the default database

Getting Started

User Request Process

Contractors who wish to use the environment must complete a login request form that can be found at: <http://hazards.fema.gov/resources/dfirm.htm>

Once the form is complete, it should be sent to the corresponding Regional Management Center (RMC) for the request to be processed.

Data Submission Process

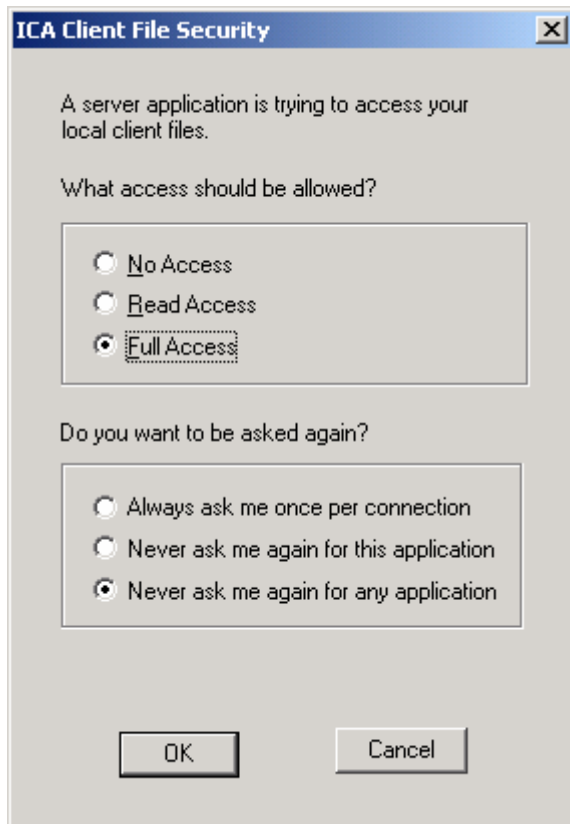
If the contractor has any data they wish to use, it should be submitted to the following address for posting:

DFIRM Data
Attn: Anil Shrestha
3601 Eisenhower Avenue
Alexandria, VA 22304-6425

Please note that whenever possible, data should comply with Appendix L of the Guidelines and Specifications and should include a readme.txt file containing contact information. However, additional reference data can be included with the submission that has no Appendix L specifications (e.g. DRGs, topo data, ortho photos, other GIS data, etc.). All data that will be used for final FIRM production must be referenced in the projection.

Set Access Level

The first time you log on to Citrix and click on the DFIRM Tools icon, you will be prompted to set your file security level. In order for tools such as the PDF Exporter to function properly, you must allow the ICA application to have "Full Access" to your computer. You can select any of the reminder options.



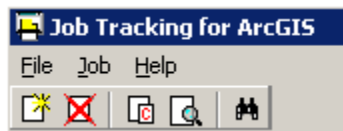
Allow Full Access to your local files.

Select one of the prompt options available.

Tool Controls

Now that you are ready to start working in **JTX**, you'll need to know how each of the menus and tools work.

JTX Toolbar



Create New Job

Opens **Create Job** dialog where user enters information for a new project. The dialog box is shown on the following page. Only users in Admin Groups can create a new job.

User selects Job Type, State, County, or Community from preset list, which appears in drop-down menu.

Create Job

1: Select a Job Type

DFIRM Study

2: Describe Location

Virginia

Countywide Community

Fairfax

Region: III

3: Push 'OK'

DFIRM ID: 51059C

FIPS - State: 51
County: 059C

OK Cancel

DFIRM ID is calculated automatically based on values entered in the "Describe Location" section of this dialog

Job Type:

DFIRM Study

State:

Texas
Utah
Vermont
Virginia
Washington
West Virginia
Wisconsin
Wyoming

County List:

Dickenson
Dinwiddie
Emporia, City of
Essex
Fairfax
Fairfax, City of
Falls Church, City of
Fauquier

Community List:

Abingdon, Town of
Accomack County
Albemarle County
Alberta, Town of
Alexandria, City of
Alleghany County
Altavista, Town of
Amelia County



Cancel Job

Cancels selected job. This may be needed if an error is detected in the initial set-up of a job (e.g. Admin accidentally selects wrong job type, State, or county/community).

You can only cancel a job that is unassigned, regardless of privileges. Only [Admins](#) will be able to cancel a job, as they are the only users capable of creating jobs.



Create Child Jobs

Opens **Create Child Jobs** dialog, as seen on next page.



Use the drop-down list to prevent typos when entering the number of child jobs to create

Users in Admin Groups create **Child jobs** when a step within the **Parent job** can be split into multiple smaller jobs that can be assigned to different users. Whenever the **Child Job(s)** option is available, at least one child job must be created. This is a good way to allocate resources. For example, if you are at the Populate Look-up Tables stage and have two analysts available, you can create two child jobs so that both analysts can work on the task simultaneously populating their different tables, which increases efficiency.

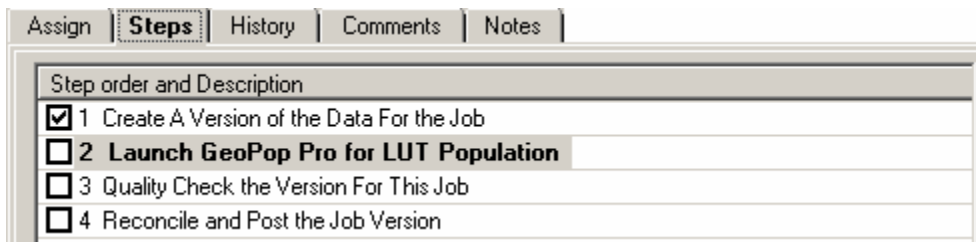
Note: Any steps that involve data editing require the creation of at least one child job as a data protection measure.

Parent and **Child** jobs can be identified in the **Job Name** field in the queries window. **Parent** jobs will have a **_P_**, as seen in the first record in the image below, while a **Child** job will have a **_C_**, as seen in the second and third records of the table below.

#.	Id	Job Name	S...	Current Step	User or Gr...	Create Date/Time	Description
1	2135	340084_P_DFCV	A 2	3: Populate LUTs	smarshall	09/27/04 ~ 3:26pm	Wyckoff, Township of in New.
2	2137	340084_C_PLUT	Q	1: Create Version	Baker_S...	09/27/04 ~ 3:41pm	Wyckoff, Township of in New.
3	2138	340084_C_PLUT	Q	1: Create Version	Baker_S...	09/27/04 ~ 3:41pm	Wyckoff, Township of in New.

Identify a Parent job (_P_) or Child job (_C_) in the Job Name field.

When a child job is created, it will have its own set of steps that reflect the steps needed to complete that child job. The first of these steps is completed automatically when a version of the data is created for the user to work on, as in the workflow steps for a child job seen below:



Reconcile and Post


Child jobs that involve editing work have a workflow step called “Reconcile and Post the Job Version” (step number 4 in the example on the previous page). If edits have been made to data in a child job, it is critical that this step be run. Child job versions are reconciled with one another to ensure that no conflicts exist. Versions are then posted back to the Parent version of the data.

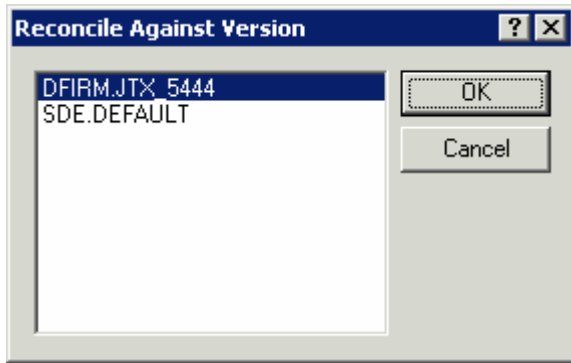
#	Id	Job Name	S_CJ	Current Step	User or G...	Create Date/Time	Description
1	5444	06063C_P_STDY:02	A	3: Populate LUTs	mptest004	11/02/04 7:21am	Plumas Co
2	6722	06063C_C_PLUT:02	A	2: Launch GeoP...	mptest004	11/04/04 ~ 1:41pm	Plumas Co

Make a note of the Job ID


1. Make a note of the of the Parent job ID number, which is visible in the job record in JTX. This number is not related to the DFIRM ID.
2. Make edits to data tables or layers using **GeoPop Pro**.
3. Save edits.
4. Run the Reconcile and Post step in the child job workflow. This step launches ArcMap.
5. Use the ArcMap tools to reconcile and post data to the parent version. If you do not see the Versioning toolbar, as seen below, add it to your project under View / Toolbars.



6. Select the **Reconcile** button 
7. The following dialog appears to ask with which version of the data the edits should be reconciled. Select the Parent job by its job ID. Remember, the job ID is not related to the DFIRM ID.



Reconcile to the Job ID for the job on which you are working

8. Once the edits are reconciled with the parent version, post them using the **Post**  button located on the Versioning toolbar.
9. Exit ArcMap.
10. Close the child job using the option from the **Work Action >>** button.

Note: The Parent job will not be able to advance to the next step until all child jobs are closed. Refer to page 17 of this document for more information.



Show Child Jobs

Will show all child jobs for the selected parent job.

#.	Id	Job Name	S.	Current Step	User or G...	Create Date/Time	Description
1	2137	340084_C_PLUT	Q	1: Create Version	Baker_S...	09/27/04 ~ 3:41pm	Wyckoff, Township of in New Jer
2	2138	340084_C_PLUT	Q	1: Create Version	Baker_S...	09/27/04 ~ 3:41pm	Wyckoff, Township of in New Jer



Find Job

Will allow the user to search for a particular job according to certain parameters. Searches are made within a selected queue (in the example below, the search is being done on My Group Queue). Searches can be made based on job ID, job name, the number of a job's current step, creation date, person or group to whom a job is assigned ('Current User'), Region (enter a number 1 through 10), State, County, or Community.

The results of the Find operation will be returned in the dropdown list at the bottom of the dialog. Select one job or all of them. You will be returned to the JTX interface and will see the list of the job(s) that you select from the dropdown.

User selects search criteria

A complete or partial string can be added

Dropdown menu provides list of all job IDs

Search

In 'My Group Queue' find job by—

a) Select an option Button, b) Enter search Text and c) Press 'Find' Optionally, check 'Cumulative' to refine the search.

Id Name Approximate Name Approximate Case Number

Current Step Current User Creation Date

Region State County Community

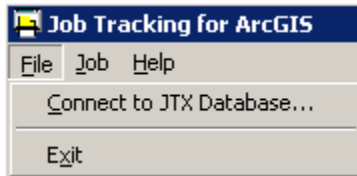
 Cumulative

2: Choose a job and push 'OK' or choose 'All'—

▼

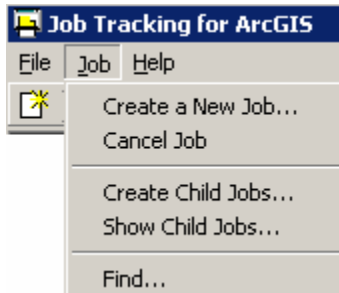
JTX Menu

File



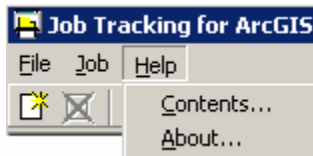
Connect to JTX Database: Allows user to set up different server configurations to allow work on a different geodatabase. This option shouldn't be used since all FEMA work will be done on one server.

Job



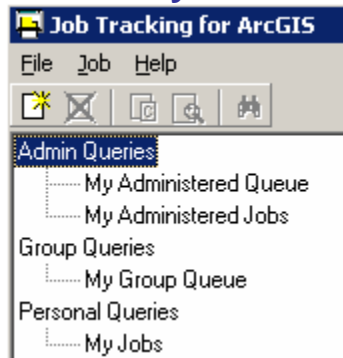
Note: All functions on this menu work the same as those previously defined on pages 6-8 of this user guide.

Help



Contents... opens the standard JTX help as created by ESRI. At this time it does not reflect any of the customizations made by the National Service Provider.

Job Query Window



Within the Job Query window there are three different sets of queries that you can run including Admin Queries, Group Queries, and Personal Queries.

Admin Queries

This set of queries allows an administrator to see what jobs are queued for the group that they are in charge of (My Administered Queue) and what jobs have been assigned to particular people within their group (My Administered Jobs).

Group Queries

This query shows all jobs that are assigned to the group to which you belong.

Personal Queries

This query shows all jobs that are assigned to you.

The screenshot shows the 'Job Tracking for ArcGIS' application window. The title bar reads 'Job 1770 : Letter of Map Revision (LOMR)'. The interface includes a menu bar (File, Job, Help) and a toolbar with icons for search, refresh, and other functions. On the left, there is a tree view under 'Admin Queries' with sub-items: 'My Administered Queue', 'My Administered Jobs', 'Group Queries', 'My Group Queue', 'Personal Queries', and 'My Jobs'. The main area displays a table with the following data:

Id	Job Name	S_CJ	Current Step	User or Gr...	Create Date/Tim
1770	28135C_P_LOMR:04041234P	Q	1: Create Version	BAKER_S...	09/16/04 ~ 4:4
1772	28003C_P_LOMR:04041234P	Q	1: Create Version	BAKER_S...	09/16/04 ~ 5:2
1774	28135C_P_LOMR:04042222P	Q	1: Create Version	BAKER_S...	09/16/04 ~ 6:1
1778	28001C_P_LOMR:04041235P	Q	1: Create Version	BAKER_S...	09/16/04 ~ 5:1
1782	285262_P_DFCV	Q	1: Create Version	BAKER_S...	09/16/04 ~ 6:5
1829	72003C_C_PLUT	Q	2: Launch GeoPo...	BAKER_S...	09/17/04 8:35
1825	72003C_C_PLUT	Q	1: Create Version	BAKER_S...	09/17/04 8:35
1827	72003C_C_PLUT	Q	1: Create Version	BAKER_S...	09/17/04 8:35
1828	72003C_C_PLUT	Q	1: Create Version	BAKER_S...	09/17/04 8:35
1830	72003C_C_PLUT	Q	1: Create Version	BAKER_S...	09/17/04 8:35

Regardless of which query section you choose to view, the same job information will be displayed as seen in the above image. Note that jobs can be sorted in ascending or descending order by clicking on a column header.

ID = the unique ID for that job

Job Name = name of the job, which tells the county/community, whether it is a parent job or a child job, what type of job it is, and job case number (for LOMR only)

Sample Job Name: *28135C_P_LOMR:04041234P*

28135C is the community number

P means that it is a parent job

LOMR identifies the job type (other job types are *STDY*- DFIRM Study, *DFCV* – DFIRM Conversion)

:04041234P is the case number (LOMR only)

For Child Jobs, *LOMR* will change to reflect the current step of the child job (*PLUT* for Populating Look-Up Tables and *COMP* for Compilation tasks)

S_CJ = identifies whether a job is assigned to a specific person (Q = queued, A = assigned) and if any child jobs exist (child jobs will show up as A_2 where the number indicates how many child jobs have been created)

Current Step = identifies current step to be completed

User or Group = identifies who the job is assigned to

Create Date/Time = displays the date/time that the job was initiated

Description = describes the job by area and type (E.g. Arapahoe County in Colorado: DFIRM Study)

Updates and Views Section

This section is used to assign jobs, show the job steps, show the job history, and add comments or notes to the current job selected in your queries window.

The screenshot shows a window titled "Updates and Views" with several tabs: "Assign", "Steps", "History", "Comments", and "Notes". The "Assign" tab is selected. Inside the "Assign" tab, there is a section labeled "Assign To:" containing a "Mapping Partner" dropdown menu. Below this are two radio buttons: "Group" and "User", with "User" selected. Underneath the radio buttons is another dropdown menu. To the right of these controls is a text instruction: "To assign (or re-assign) choose a group or user: push 'Update'", and an "Update" button. At the bottom of the "Assign" section are two labels: "Description:" and "Created By:", followed by a large empty text input field.

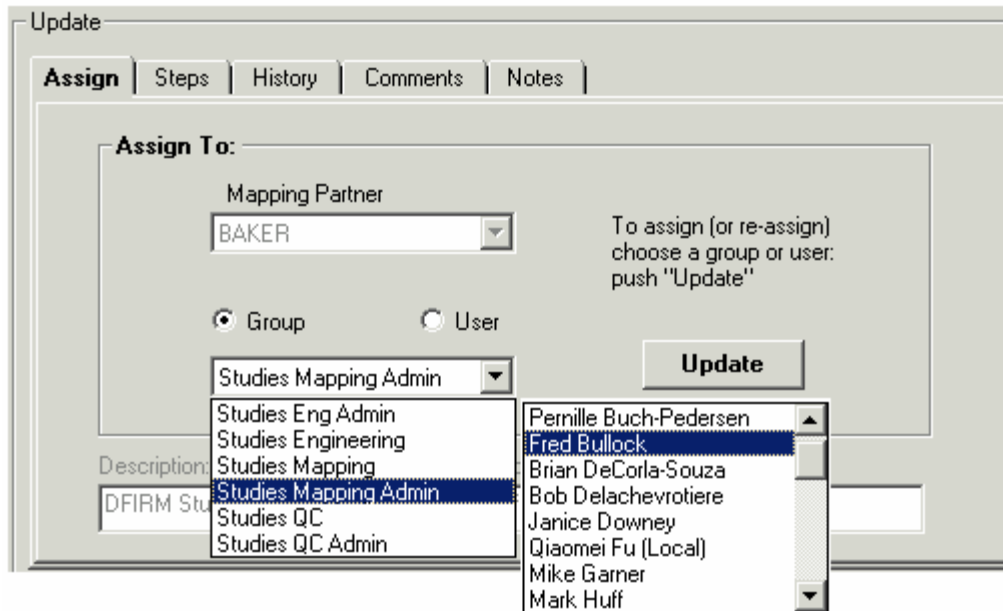
Assign Tab

This tab allows you to assign a job to another user, group or mapping partner, depending on your privileges.

When the user selects the category of who they want to assign the job to (mapping partner, group, or user), dropdown lists are provided for the user to choose from, as seen in the image below.

Once the appropriate party has been identified, the **Update** button is used to apply the selection to the job.

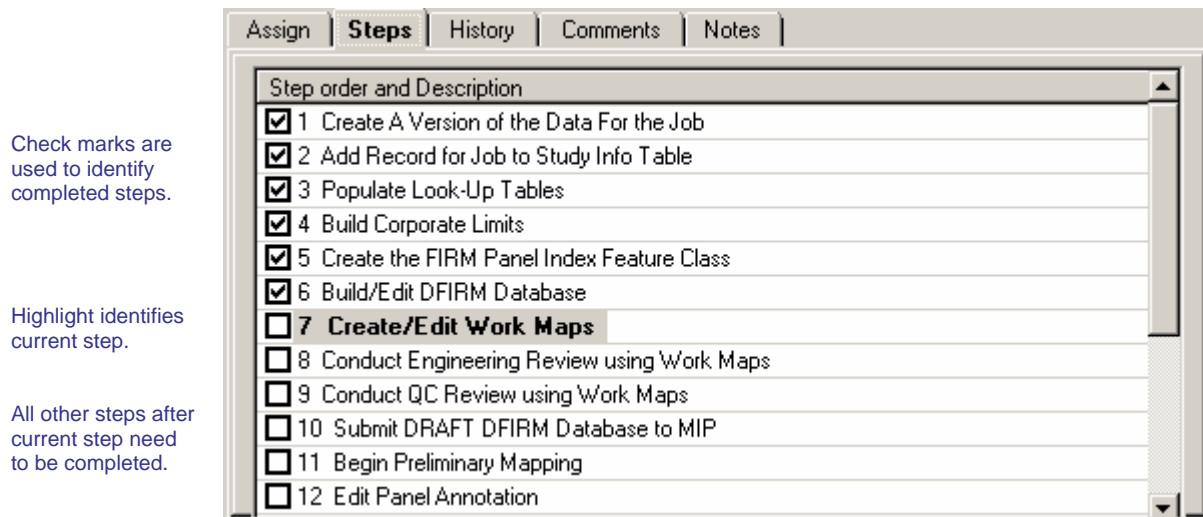
When a new parent or child job is assigned to a user, a version of the data will be created. Assigning the job from one user to another will not result in the creation of a new version.



Groups and Users are sorted by Mapping Partner

Steps Tab

This tab shows users a list of all the required steps of their job, and identifies which steps have been completed, which step is the current step, and which steps need to be completed.



Check marks are used to identify completed steps.

Highlight identifies current step.

All other steps after current step need to be completed.

History Tab

This tab displays all user interaction with a job as seen in the image below. Each time a user interacts with a job, a time stamp, user name, and action description is automatically recorded in the JTX admin database.

View

Assign | Steps | **History** | Comments | Notes

Time	User	Action
10/26/04 11:12:53 am	T Tester 294	Created Job BAKER_S_MP_A
10/26/04 11:12:53 am	T Tester 294	Job 2714 placed in BAKER_S_MP_A queue
10/26/04 2:44:39 pm	T Tester 294	Assigned Job to T Tester 294 by T Tester 294
10/26/04 2:44:41 pm	T Tester 294	Started executing step Create Version
10/26/04 2:44:50 pm	T Tester 294	Stopped executing step Create Version
10/26/04 2:44:50 pm	T Tester 294	Completed step Create Version
10/26/04 2:47:32 pm	T Tester 294	Completed step Add Study Info Record

Comments Tab

This tab allows the user to add any additional time sensitive information that is not captured automatically and shown in the [History tab](#). This supplemental information is maintained by JTX for the duration of the job. The user must type their comment into the comment box and press the **Add** button for the comment to be recorded.

View or Add

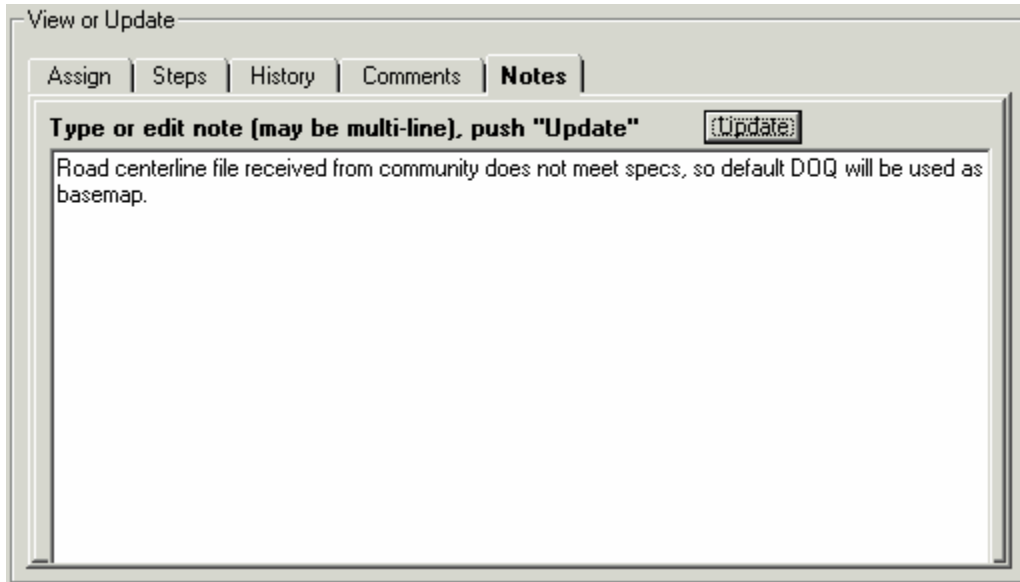
Assign | Steps | History | **Comments** | Notes

Type comment, push "Add"

Time	User	Action
10/26/04 3:43:40 pm	T Tester 294	Contacted community for updated corporate limits.

Notes Tab

This tab can be used to add general comments to the project that are not time sensitive. After the comment is entered, click on **Update** to commit the entry to the field.



Step Actions Section

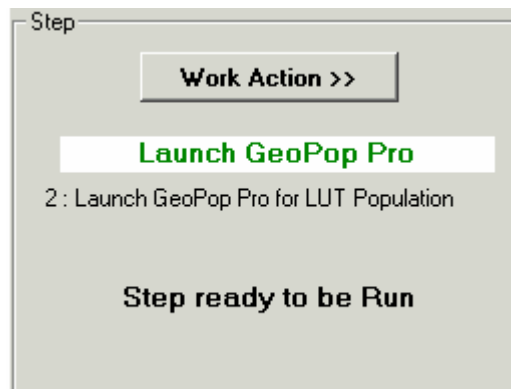
This tab is used to work on the current step of a job, or to advance a job to the next step. Within the tab, the name of the project, current step of the project, warnings, and the status of the job (step and child job information) are shown as seen below. Clicking on the **Work Action >>** button will open the menu seen below on the right.

Opens Work Action menu -----

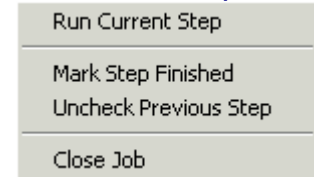
Describes what will happen when the current step is run. -----

Prompts user to run a step or perform another action. -----

Indicates when a step can be run or what needs to be done in order to run the step. -----



Work Action Menu options:



Run Current Step

Allows the user to work on the current step of the job. If the step is not procedural, an ArcMap session will be launched automatically and customized based on the requirements of the step. The ArcMap project will include the default DFIRM layers and any toolbars that will be needed to complete the step.

Mark Current Step Done

Allows the user to identify when a step is complete. Some steps will launch an ArcMap session for the user depending on the requirements of the task. When a user exits ArcMap the job is not automatically marked as complete since the user may need to continue work at a later date. For these steps, the user will need to use the **Mark Current Step Done** function to identify that the step is complete.

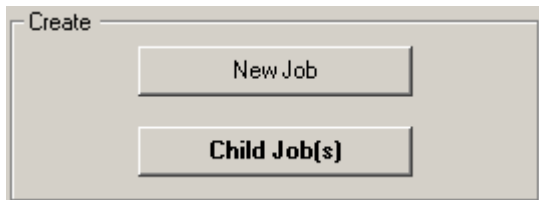
Uncheck Previous Step

This allows the user to return to the previous step in the workflow. This may be necessary if a member of the engineering department identifies a problem that a member of the mapping department must go back and correct.

Close Job

When the job is complete, this allows the user to close the job.

Create Job Section



Note:

All functions on this menu work the same as those previously defined on pages 8-9 of this user guide.

Additional JTX Toolbars

Outlined below are additional toolbars that will be added to ArcMap at given steps of a job.

Rendering/Symbology Toolbar



This toolbar is used to render feature classes with predefined symbols. This toolbar also acts as a quality control tool as it can identify errors in the attribution of feature classes.



Rendering using VVT Symbology

Renders all features using symbology based on the Valid Value Tables (VVTs). If the VVTs identify a feature as an error (doesn't pass valid value checks), it is symbolized differently than the valid features.



PLTS Dangle and Pseudo Renderer

This tool renders line feature classes to show dangle, pseudo, and regular nodes.



Default Renderer

This renders all the layers using the default unique value renderer with random symbols.



Set Polygon Transparency Percentage

Allows users to set transparency on polygon features.

Load Additional Data Toolbar

The tools on the Load Additional Data Toolbar allow users to add data to their ArcMap session that is not added automatically as part of the standard DFIRM layers. Data that a user may wish to add includes raster catalogs of DOQs/Quads, contour lines, effective panel layout schemes, and any of the enhanced SDE feature classes.



[DFIRM Layer Data Loader](#)

Adds additional layers and tables from the SDE geodatabase



[DFIRM Reference Data Loader](#)

Adds reference data to the map view



[Show DFIRM Adjacent Area](#)

View adjacent DFIRMs



[Show Only DFIRM Area](#)

Remove view of adjacent DFIRMs



DFIRM Layer Data Loader

Available Data Layers: list of any features that are part of the SDE geodatabase that can be added

Select features from the Available Data Layers box and hit the add arrow to add it to the list of features to be added to ArcMap

To-be-loaded data layers: list of all features that will be added to ArcMap

Will add all standard layers to ArcMap (done by default)



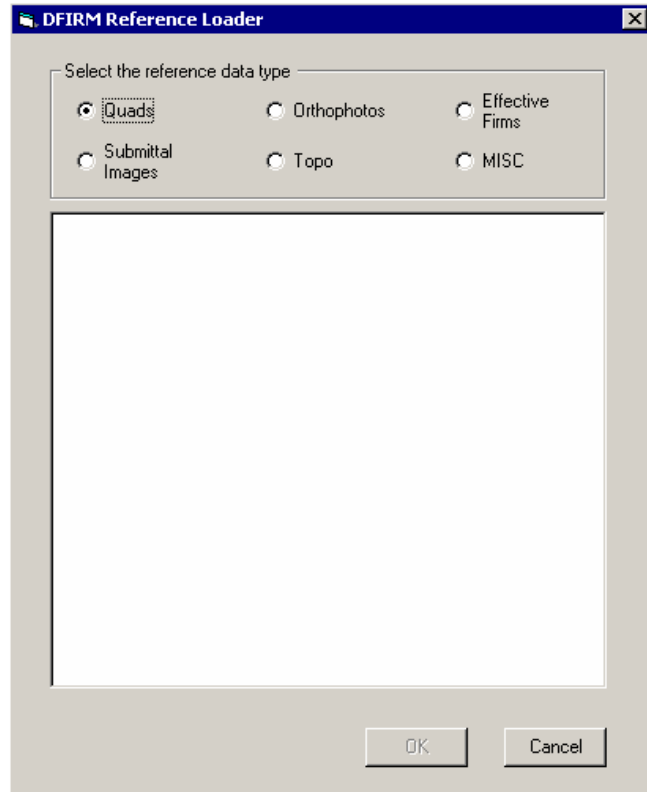
DFIRM Reference Data Loader

Used to add any additional reference data that does not reside in the SDE geodatabase. This includes: raster catalogs (DOQs or USGS Quads), topo (contour lines), and effective map layouts.

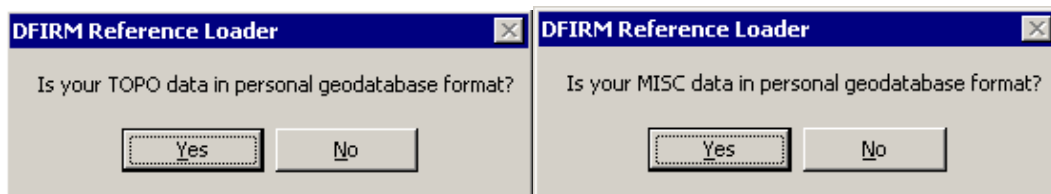
Select type of reference data to load

Any files of the selected type will be displayed in this box for the user to select from

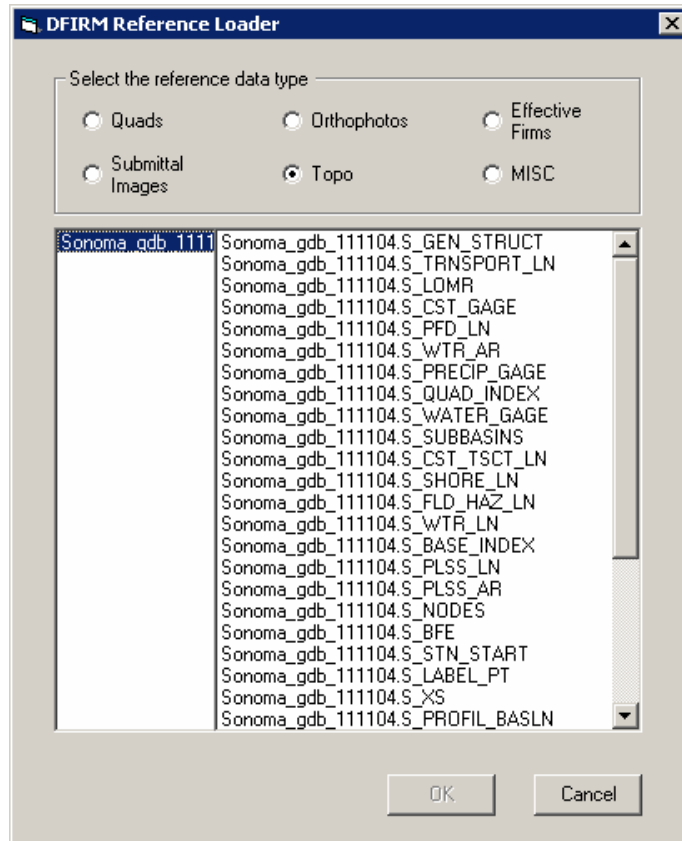
Adds selected data to ArcMap session



If the user selects the “Topo” or “MISC” radio button, then they will receive the following message:

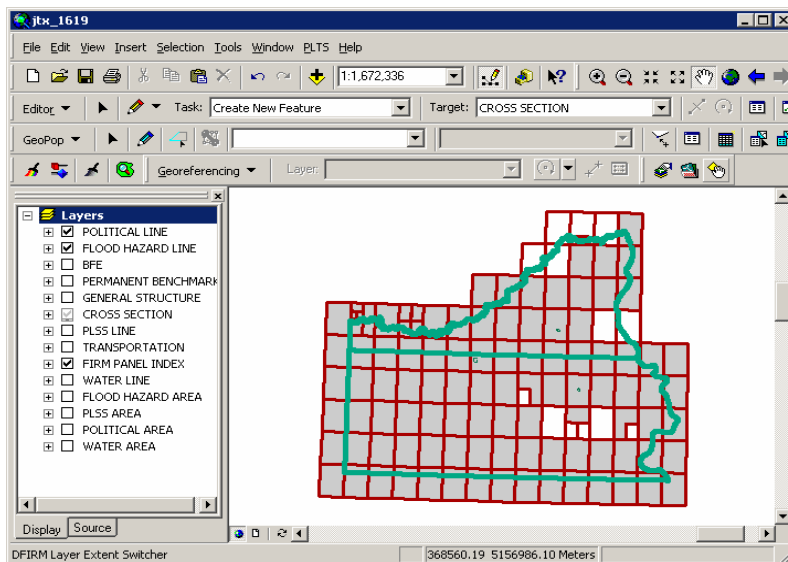


If the user selects “Yes”, then the dialog changes to the following, where the user can pick the personal geodatabase and then will be able to choose the feature classes from that geodatabase:



Show DFIRM Adjacent Area

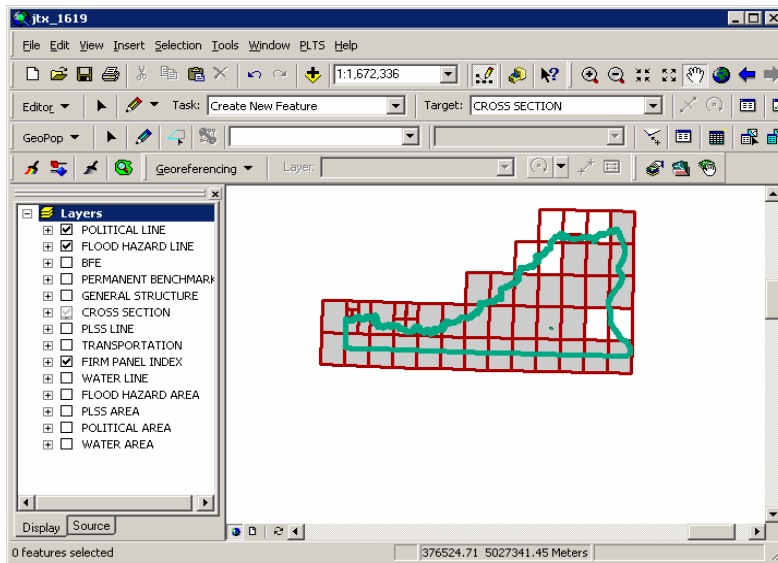
Click on this button to show data for adjacent areas. If data for adjacent areas is loaded into the database, it will be shown. You will not have permission to edit any data in an adjacent area; it is only shown for your reference. Once you select the button, its icon will change to that of the Show Only DFIRM Area tool.





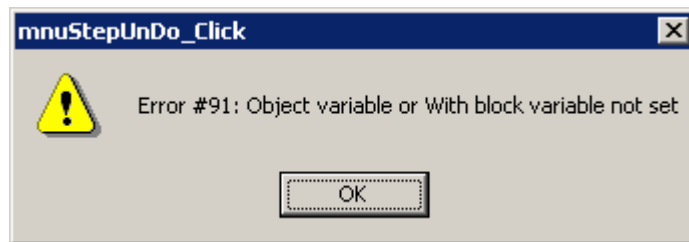
Show Only DFIRM Area

Click on this button to remove data showing for adjacent areas. Once you select the button, adjacent data will disappear and the button icon will change to that of the Show DFIRM Adjacent Area tool (see above).



Trouble - Shooting

Problem: I see the following error message when I try to uncheck the previous step.



Solution: Users cannot uncheck a step at which a version is created. If you are working in a child job and want to go back to the previous parent step, you must mark all of the steps in the child job complete and close the child job. Once you are back in a parent job, you can uncheck the previous step(s) until you are at the step you need to be.

Contacts

If you need assistance with this tool, please contact the representative at your local RMC.

REGIONAL - NSP MOD TEAM CONTACT LIST			
Name	Role	Email	Phone
REGION I			
Brent McCarthy	Lead	Brent.McCarthy@mapmodteam.com	336-240-7339
Jeffrey Burm	GIS/Mapping	jeffburm@mapmodteam.com	517-482-4930 x4752
REGION II			
Rich Cassin	Operations Manager	Rich.Cassin@mapmodteam.com	914-333-5366
Michael Crino	GIS/Mapping	mcrino@mbakercorp.com	718-482-9945
REGION III			
Mike Conaboy	Operations Manager	mconaboy@mbakercorp.com	609-734-7922
Lee Brancheau	GIS/Mapping	lbrancheau@mbakercorp.com	609-734-7912
REGION IV			
Stephen King	Operations Manager	Stephen.King@mapmodteam.com	678-459-1010
Kagan Kuyu	GIS/Mapping	Kagan.Kuyu@mapmodteam.com	678-459-1041
REGION V			
Sujata Banerjee	Business Manager	Sujata.Banerjee@mapmodteam.com	312-575-3902
Pam Coye	GIS/Mapping	Pam.Coye@mapmodteam.com	312-575-3913
REGION VI			
Dan Hoecker	Operations Manager	Dan.Hoecker@mapmodteam.com	940-783-4155
Phil Nguyen	GIS/Mapping	pxnguyen@mbakercorp.com	940-783-4121
REGION VII			
Matthew Koch	Operations Manager	mkoch@watershedconcepts.com	816-502-9420 x4952
Rod Odom	GIS/Mapping	rodom@watershedconcepts.com	816-502-9420 x4957
REGION VIII			
David Julia	Operations Manager	David.Julia@mapmodteam.com	720-514-1100
Mike Garner	GIS/Mapping	Mike.Garner@mapmodteam.com	720-514-1105
REGION IX			
Travis Clark	Business Manager	Travis.Clark@mapmodteam.com	510-879-0950
Michael Skowronek	GIS/Mapping	michael.skowronek@mapmodteam.com	510-879-0958
REGION X			
Michael Morgan	Business Manager	Mike.Morgan@mapmodteam.com	206-344-3891
Timothy Witten	GIS/Mapping	wittentd@bv.com	206-344-3891