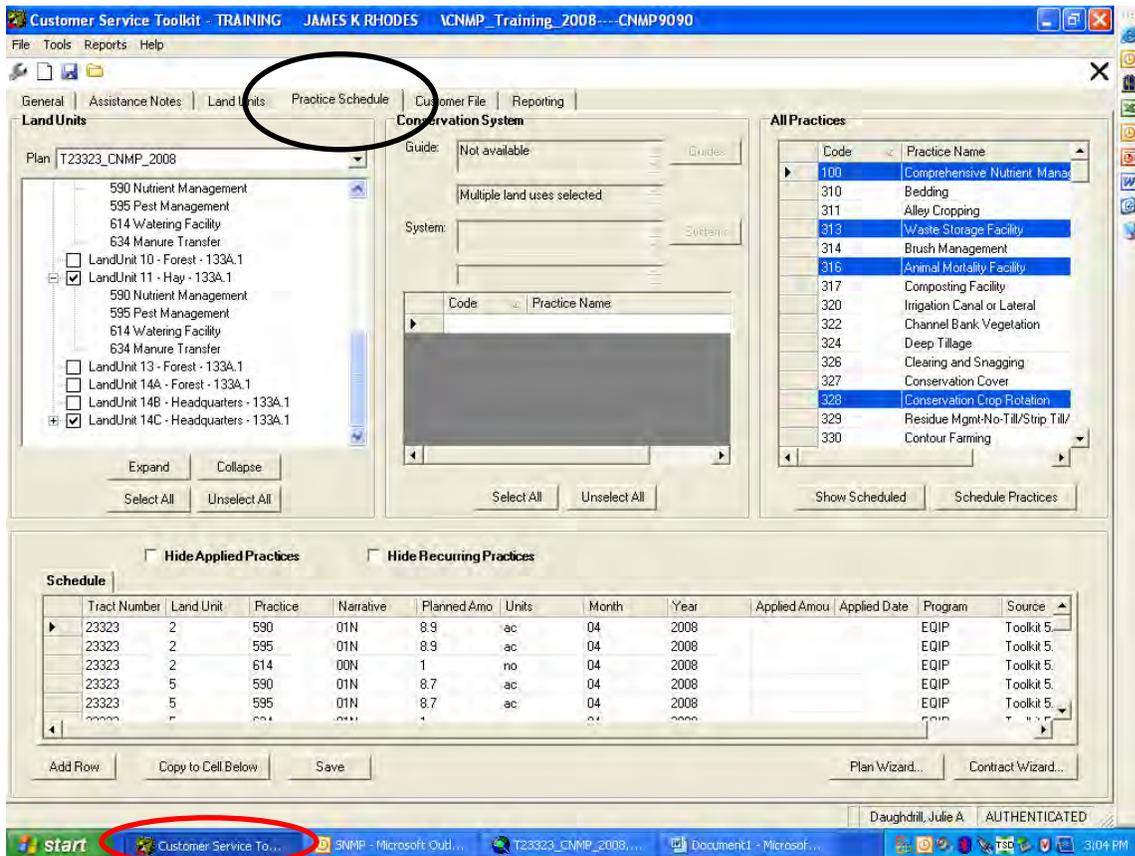


**GNT TOOLBAR IN ARCMAP  
FOR USE WITH CUSTOMER SERVICE TOOLKIT SP-4 AND ARCGIS 9.2.**

**NOTE: PLEASE MAKE SURE ALL TOOLKIT CHORES ARE COMPLETE PRIOR TO BEGINNING ANY GNT TASKS.**



Open customer in Toolkit.

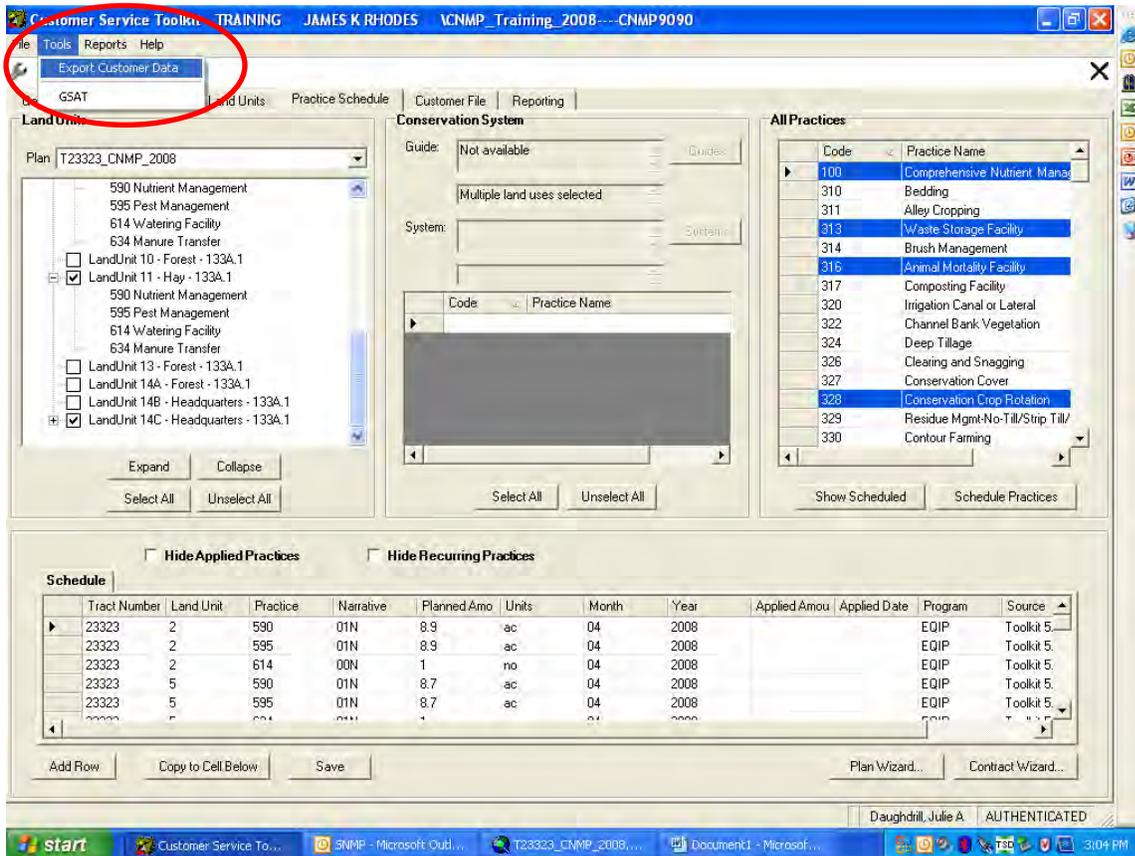
Click on the PRACTICE SCHEDULE TAB in CSToolkit.

Select and finalize all conservation practices for all the land units and tracts associated with the customer's CNMP.

Next, you will want to Export the Customer Data.

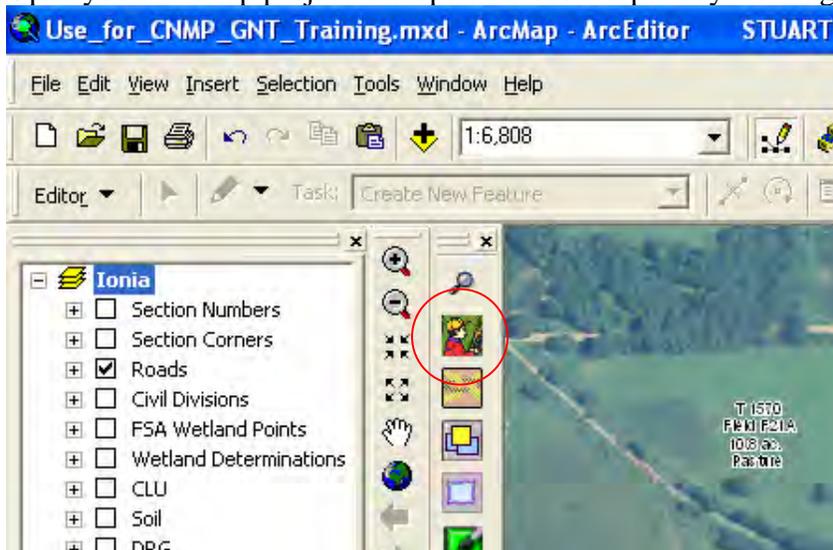
**NOTE: MAKE SURE ALL PRACTICES ARE SCHEDULED PRIOR TO EXPORTING CUSTOMER DATA!!**

Export Customer Data – Under the Practice Schedule, Click “Tools,” then “Export Customer Data.” This should be last thing you do before you open up and run GNT. (Tools, Export Customer Data).

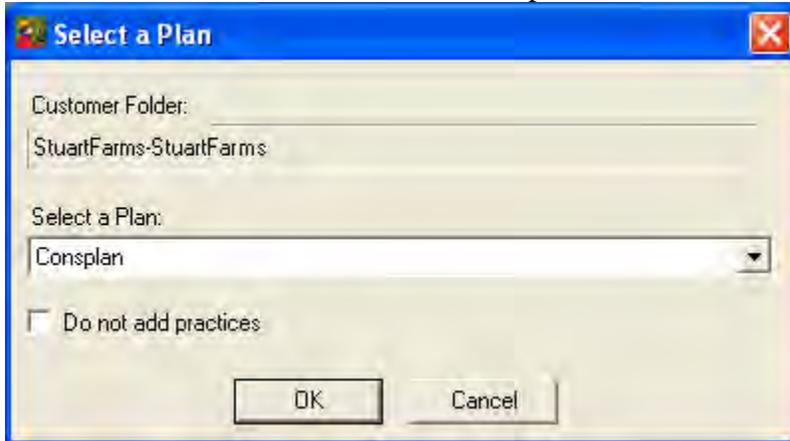


The export file can be found in *C:\Documents and Settings\<user.name>\Local Settings\Application Data\USDA\Toolkit5\SessionExportData*

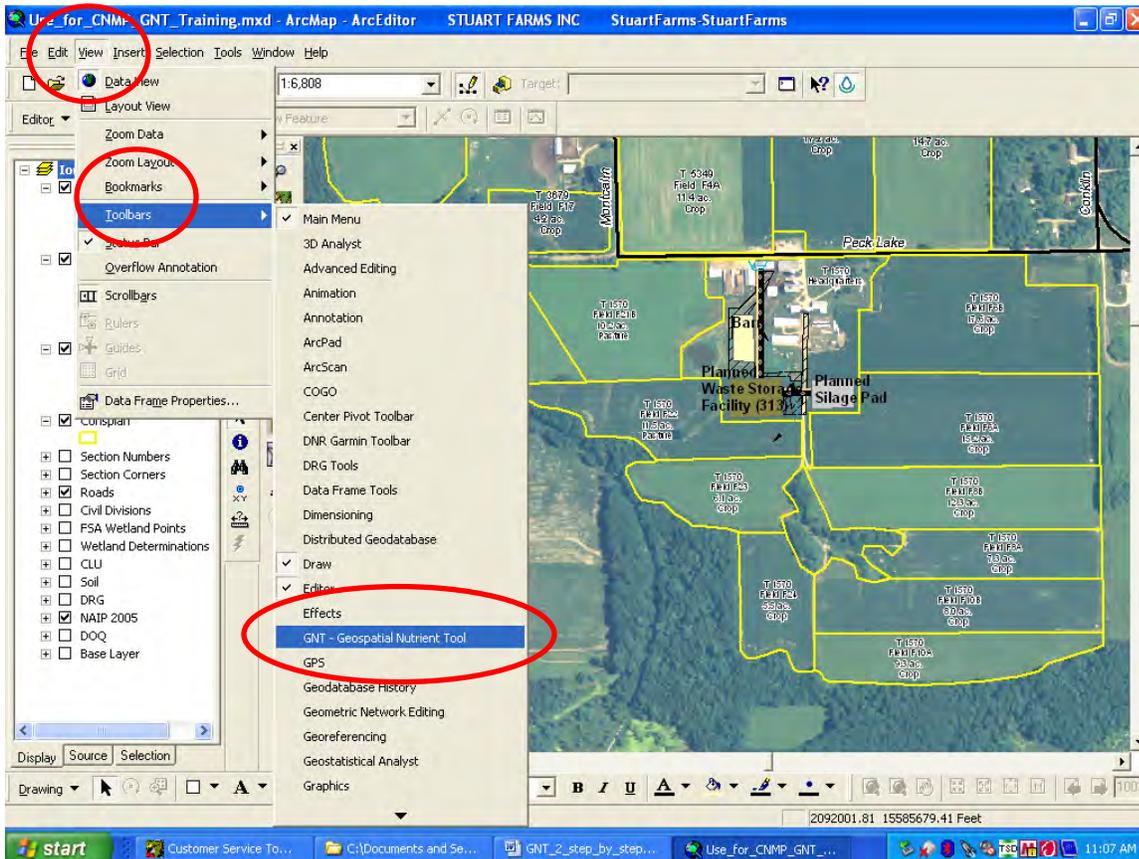
Open your ArcMap project and open the desired plan by clicking on the cyber farmer.



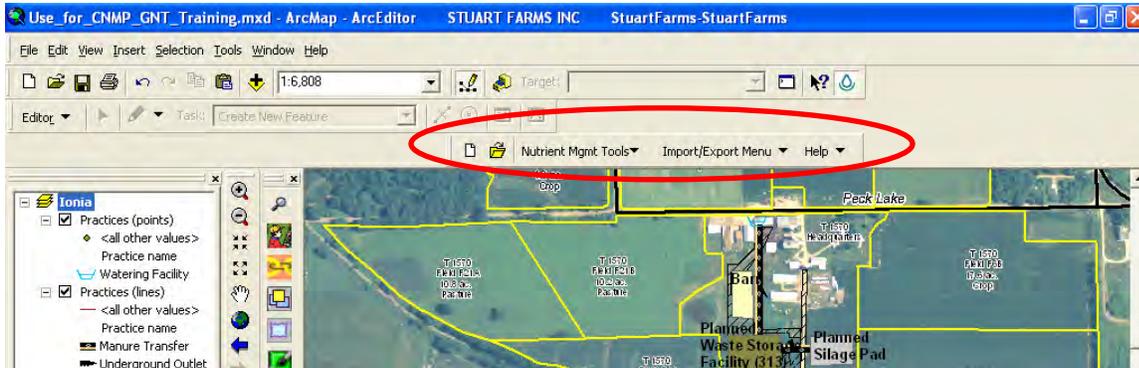
Next, select the customer's conservation plan.



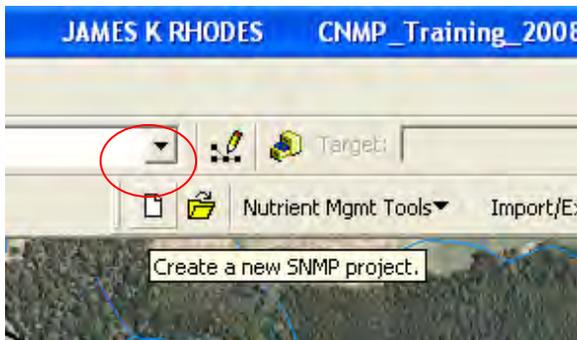
To make the GNT toolbar active in the ArcMAP project, click on VIEW >> TOOLBARS, then scroll down to GNT.



Now the GNT toolbar is active. You can drag it up into your toolbar area.



## TO CREATE A NEW GNT PROJECT:



To create a new CNMP project, click on the “blank page” icon in the GNT toolbar.

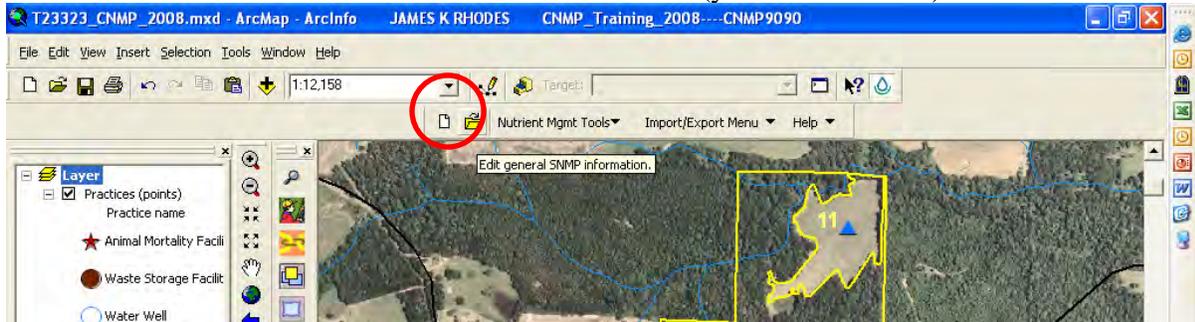
This is the opening screen for GNT and comes pre-populated with information from CST. Note that the information with an asterisk is required.

A screenshot of the 'New GNT Project' dialog box. The title bar says 'New GNT Project'. Below the title bar is a heading: 'Items indicated with an asterisk are mandatory.' The form contains the following fields:

- State\*: Michigan - 26 (dropdown)
- County\*: Ionia - 26067 (dropdown)
- Farm ID\*: StuartFarms (text box)
- Operation Name: Stuart Farms (text box)
- Address: 101 USA Lanes (text box)
- Town: Anywhere (text box)
- ZipCode: 12345 (text box)
- Contact Name: STUART FARMS INC (text box)
- Office Ph: 601-123-4567 (text box)
- Home Ph: 601-987-6543 (text box)
- Email: julie.daughdrill@mi.farms.net (text box)
- Notes: (empty text box)
- Starting Yr: 2008 (dropdown)
- Starting Month: October (dropdown)
- Plan Years: 3 (dropdown)

At the bottom are 'OK' and 'Cancel' buttons.

Edit General GNT Information. This is the 2<sup>nd</sup> button (yellow file folder) on the GNT toolbar



**Edit GNT General Info**

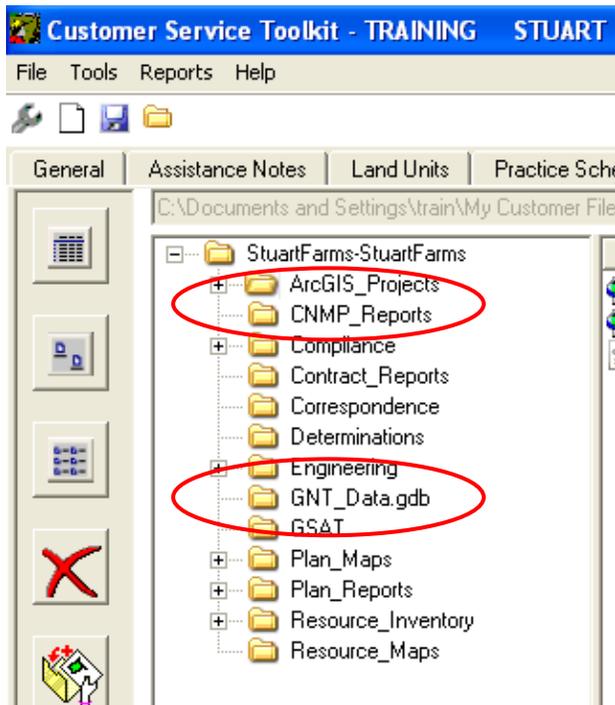
Items indicated with an asterisk are mandatory.

State*:	Michigan - 26	County*:	Ionia - 26067
Farm ID*:	StuartFarms		
Operation Name:	Stuart Farms		
Address:	101 USA Lanes		
Town:	Anywhere	ZipCode:	12345
Contact Name:	STUART FARMS INC		
Office Ph:	601-123-4567	Home Ph:	601-987-6543
Email:	julie.daughdrill@mi.farms.net		
Notes:	This is a test of the ABS - anything you say WILL be recorded.		
Starting Yr:	2008	Starting Month:	
Plan Years:			

OK Cancel

The “Edit GNT General Info” is the screen to make producer information changes. Note that the information with an asterisk is required.

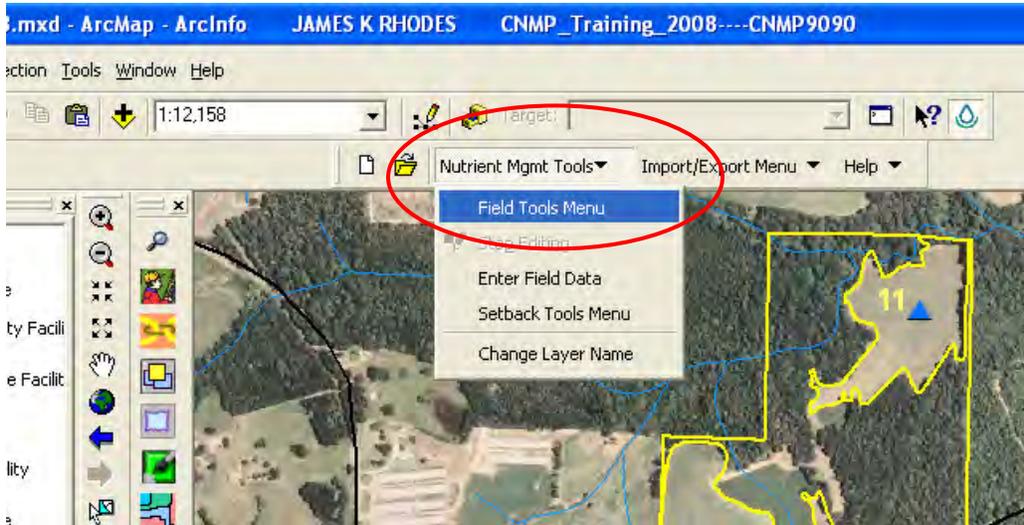
**NOTE: AT THIS TIME YOU MUST SAVE AND CLOSE THE ARCMAP PROJECT. DO NOT PROCEED IN THE GNT TOOL UNTIL YOU HAVE CLOSED AND REOPENED ARCMAP!**



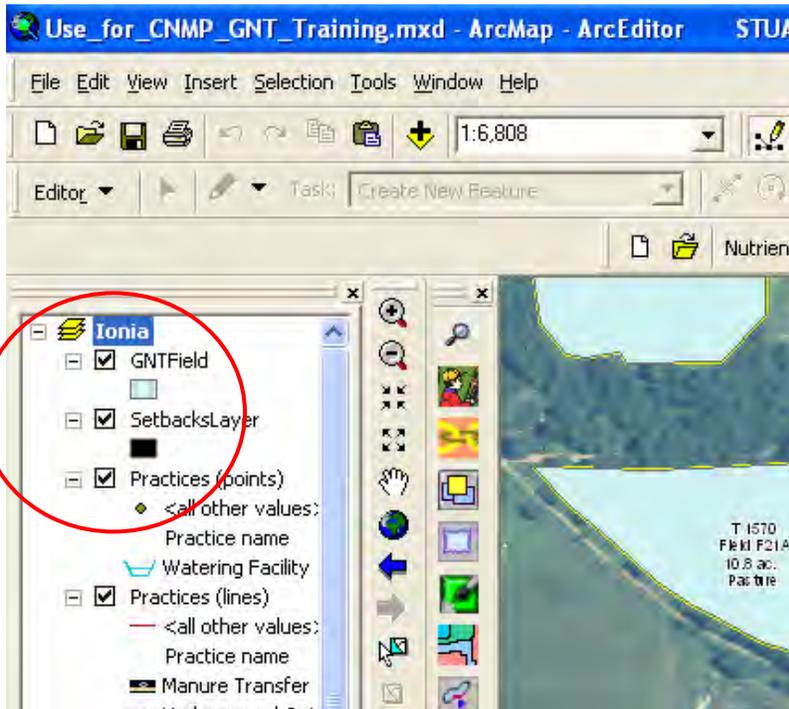
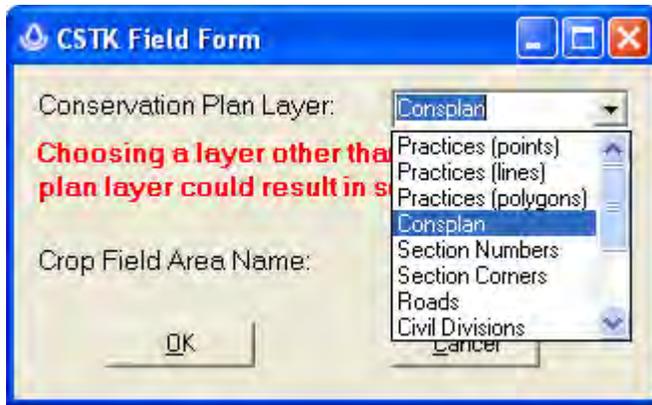
If you return to the CUSTOMER FOLDERS tab, you should see two new sub-folders that have been added to the Customer's Toolkit folder called **CNMP\_Report** and another called **GNT\_pgd.dbf**. These folders will be used by GNT to populate and place reports created in / with MMP.

Reopen the ArcMap project. Once you are back in the ArcMap project, click on the "Nutrient Mgmt Tools" on the GNT Toolbar.

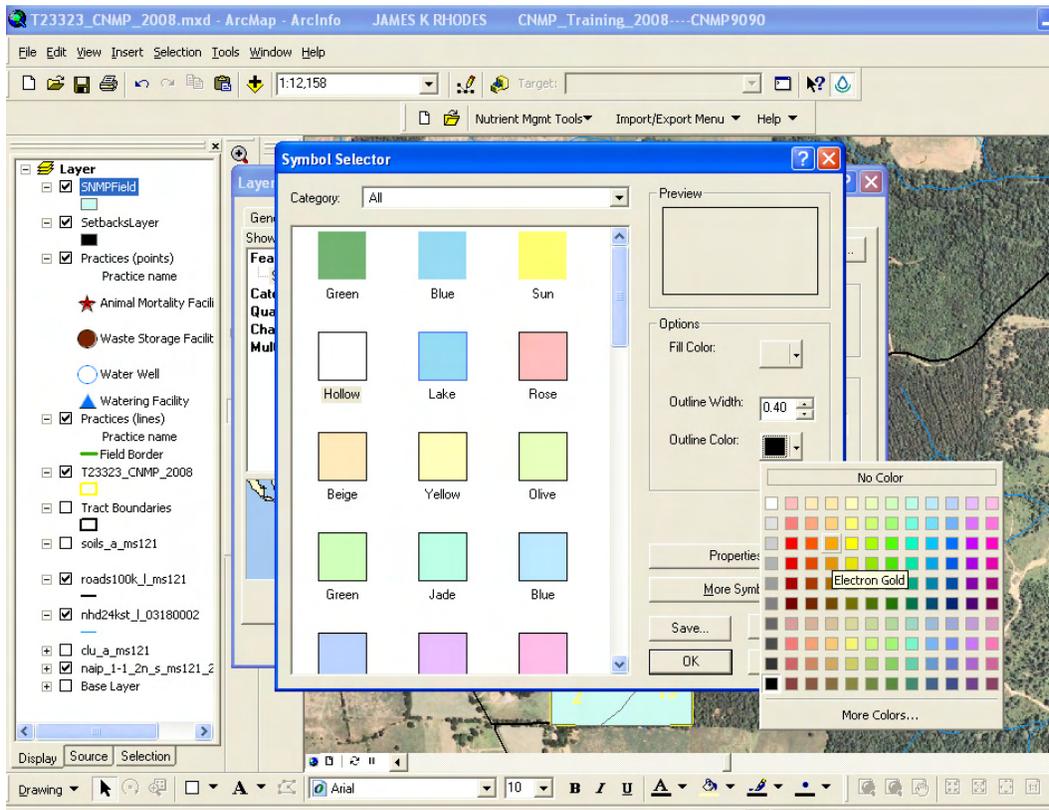
Now click on the “Field Tools Menu” to create the “GNTField” layer.



Make sure you select the Conservation Plan layer for the CNMP. Be careful not to select the default selection (which, for this dialogue, is the upper most map layer in the Table of Contents in ArcMap).

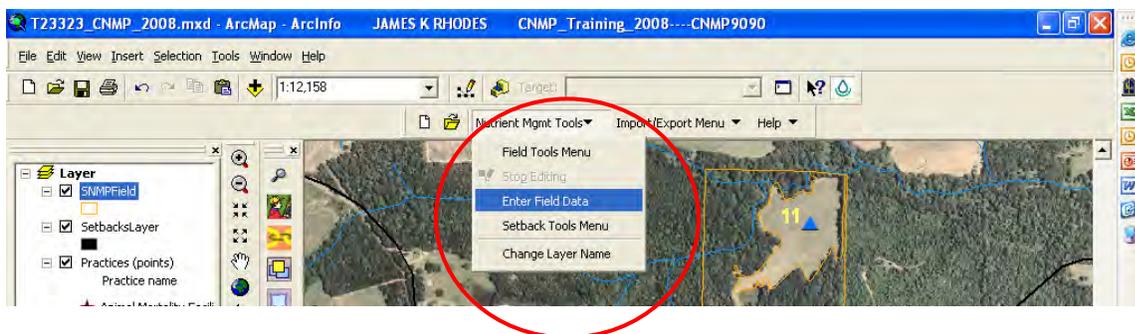


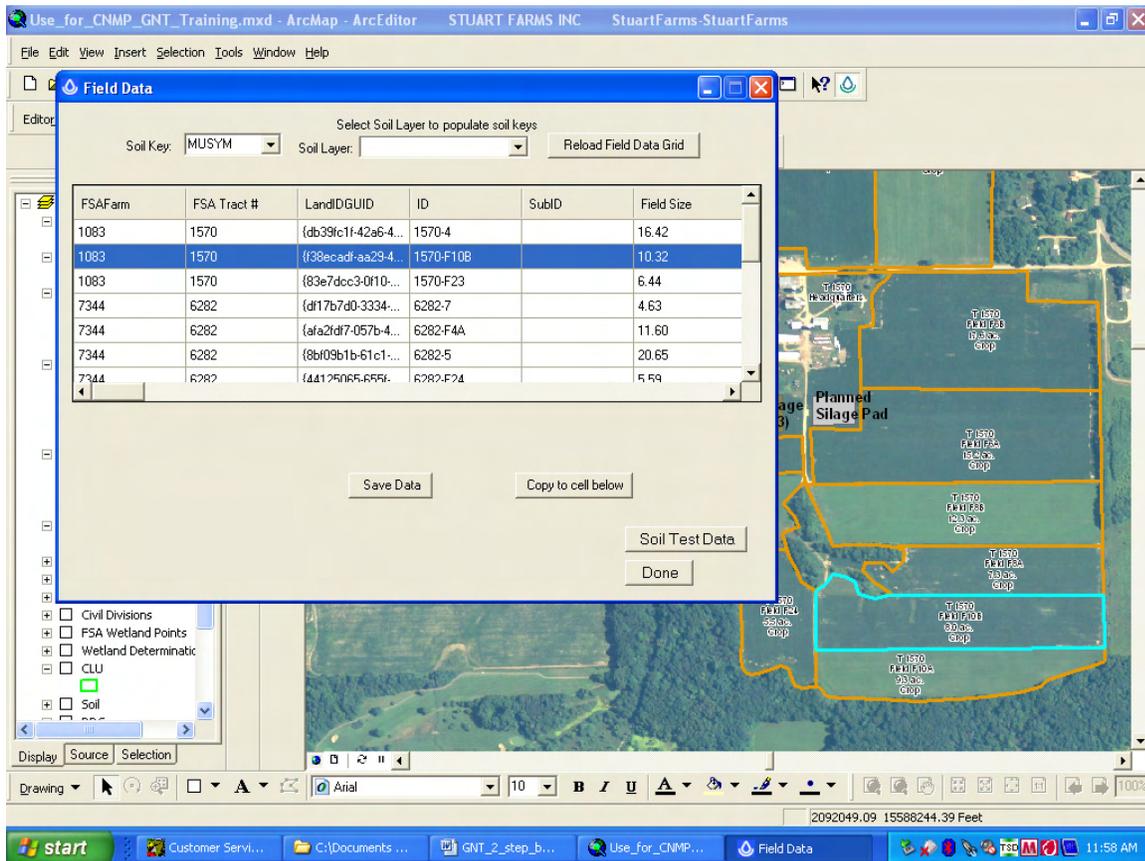
Once you click OK on the CSTK Field Form dialogues, you will notice under “Layer” in the ArcMap project, you have a layer named GNTField shaded in the light blue color.



You can change the symbology in order to see the background features for this layer. Double click on the “GNTField” layer to get the “Symbol Selector” screen to pop up. Choose the “Hollow” feature so there is no color background. Under “Options” on the same screen you can adjust the Outline width” and the “Outline Color.”

Now we can open the “Enter Field Data” under Nutrient Management Tools.”

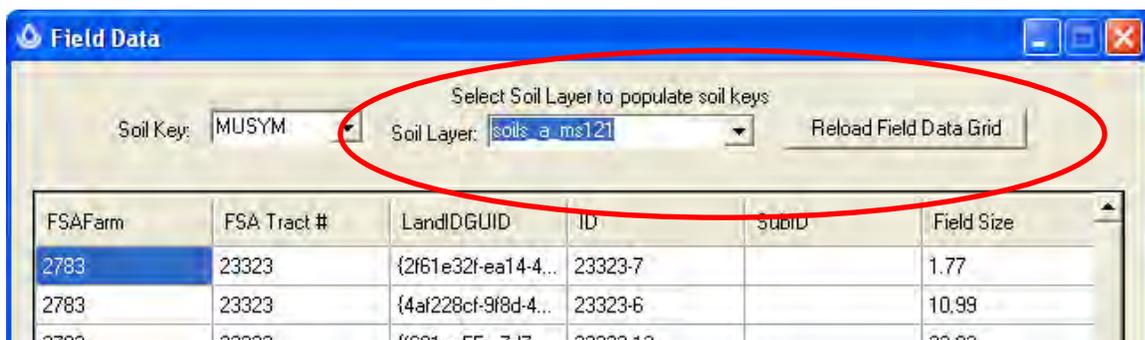




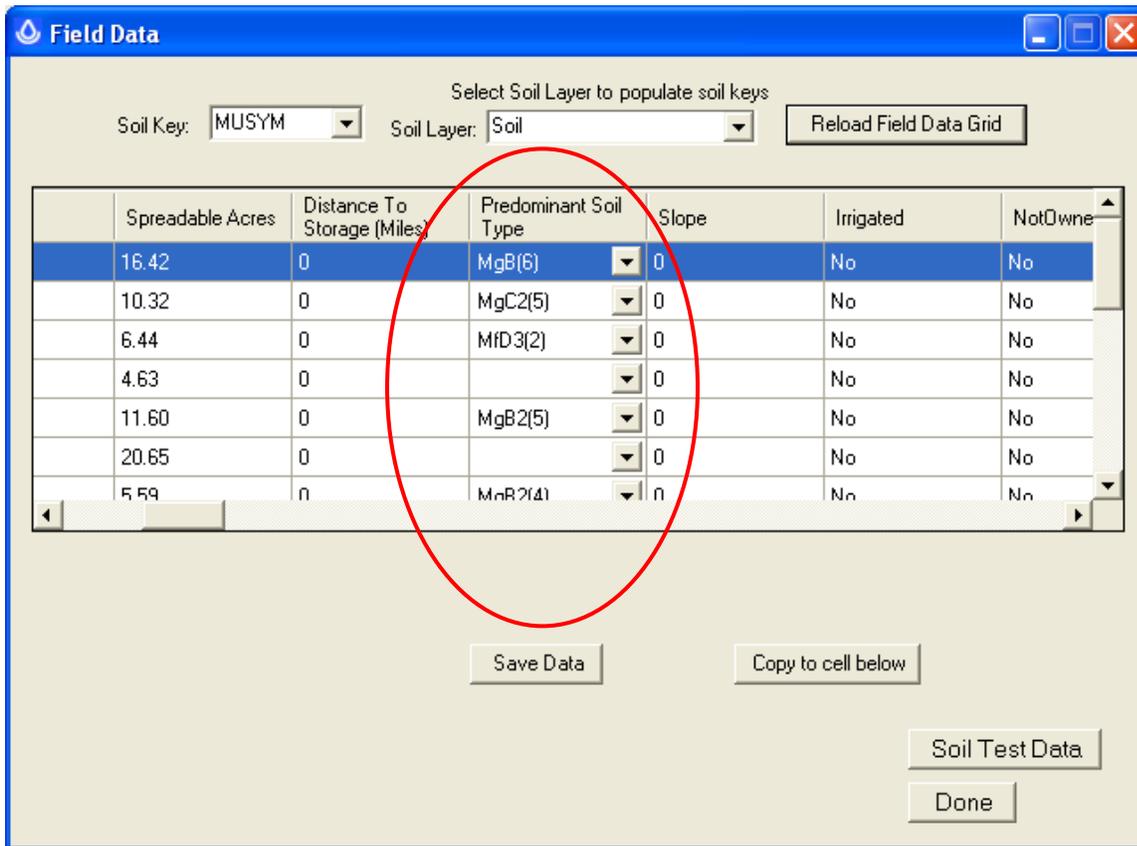
This opens the “Field Data” dialogue box. You will see that as you click in a cell in the dialogue, it will highlight the fields on the ArcMap project.

Make sure when you have the data cleaned up, you click on SAVE DATA.

In “Field Data” you can see the information has come across from the Toolkit customer folder.



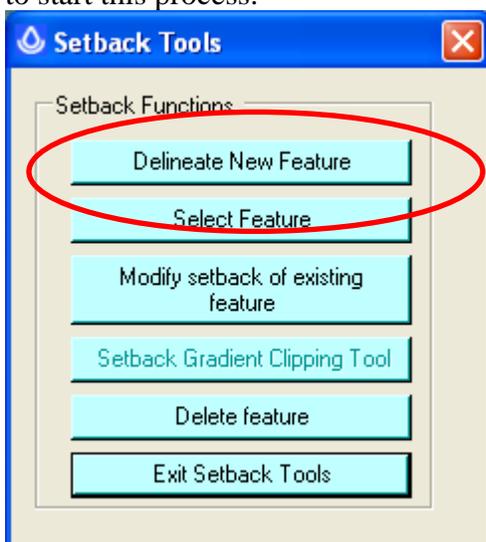
Choose the “Soil Layer” to associate with this operation. Then click on “Reload Field Data Grid.” At this point the “Predominant Soil Type” is populated.



If you closed the dialogue before added the soils data, reopen the dialogue by click on ENTER FIELD DATA. Again, make sure you click on SAVE DATA. When you want to close this dialogue, click on DONE.

## CREATING SETBACKS ON THE OPERATION:

Now we are ready to create the setbacks for this operation. Click on the “Setback Tools Menu” to start this process.

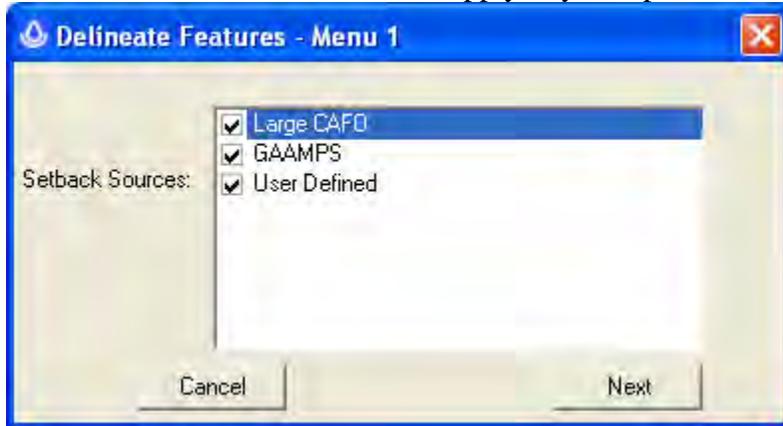


This is the “Setbacks Tools” dialogue box.

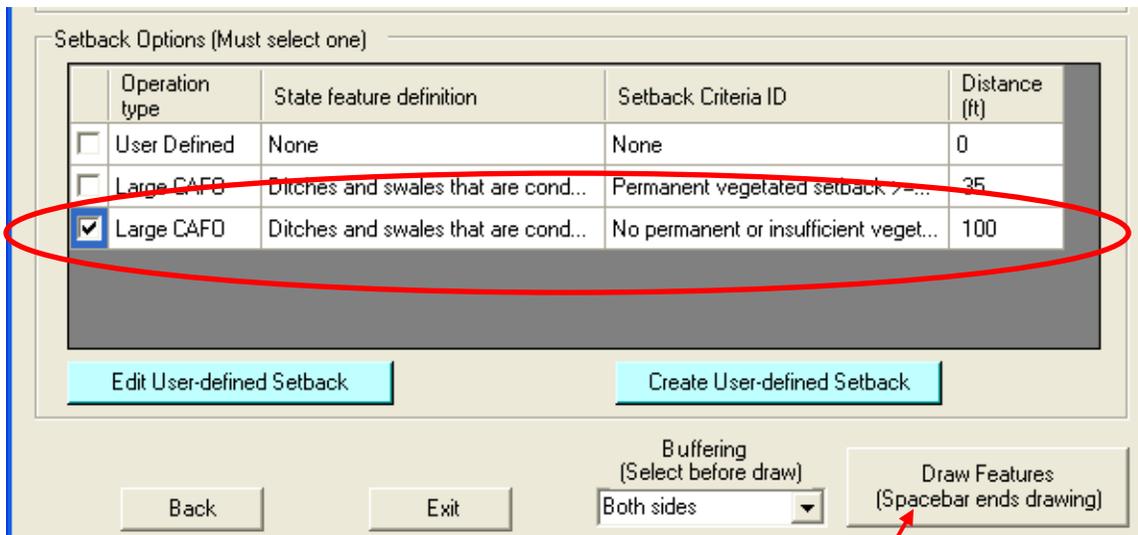
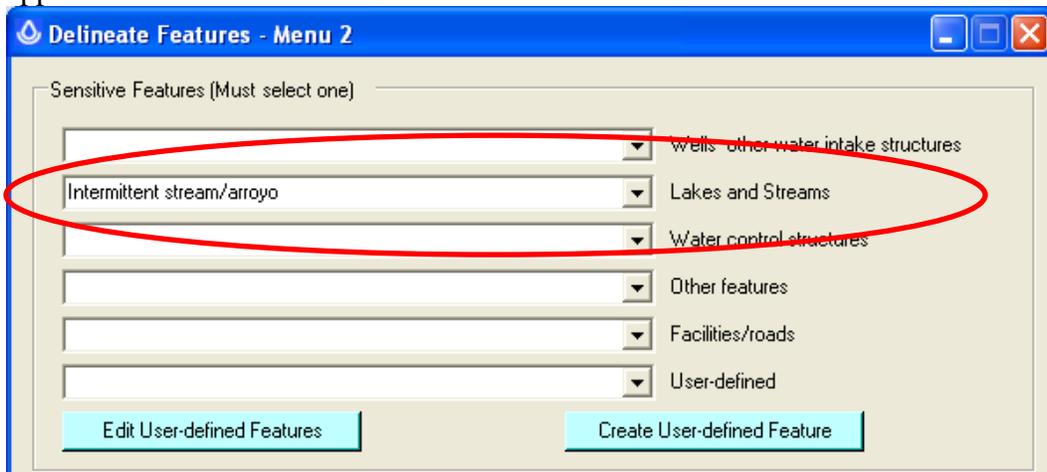
Start with DELINEATE NEW FEATURE. This allows you to draw streams, wells, roads, etc. that will need to be excluded from the “spreadable acres” in the CNMP.

The Select Feature is used to select an existing setback for use with the Modify or the Delete button. This is the best way to correctly modify or remove an existing setback

Choose the “Setback Sources” that apply to your operation.

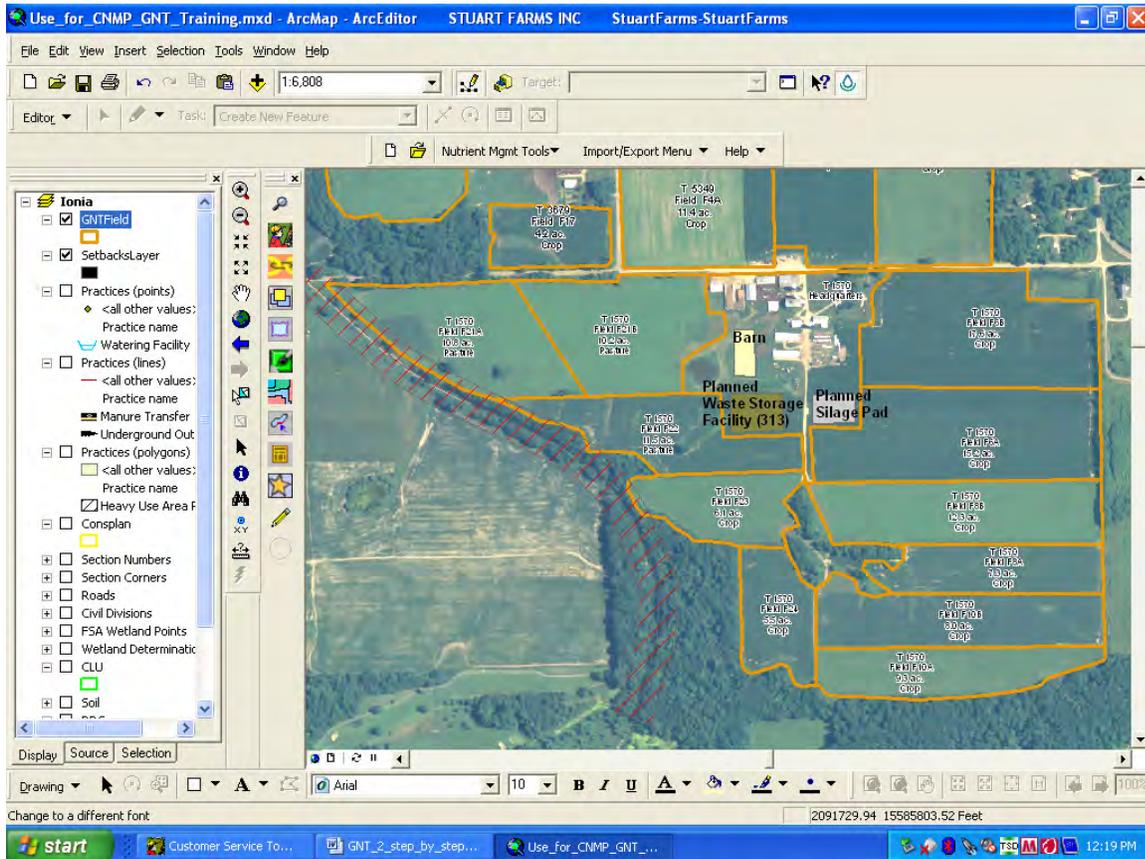


Pick the “Sensitive Feature that you want to delineate. Then click on the “Setback Option” that applies.

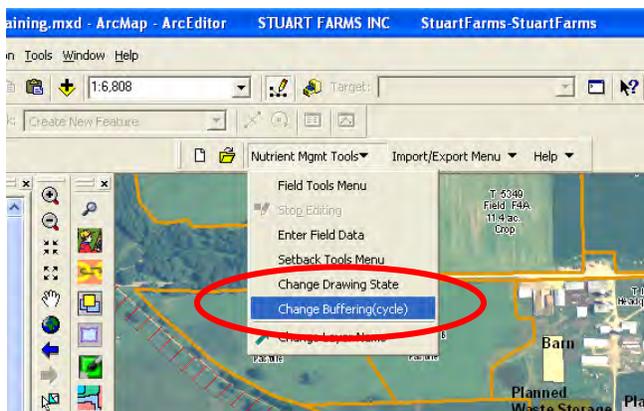


Make sure the Buffering (Setback) is set to the desired option, right, left or both sides. Click on DRAW FEATURES and digitize the “setback features”. NOTE: to stop digitizing, double-click. To stop and save edits, use the space bar, or return to the delineate features menu and exit.

If you see that the setback is not on the desired side, or is on both sides like in the example below you would need to address this issue **before** stopping and saving edits.



To do this, go back to the “Nutrient Mgmt Tools”, you can now change the status of the buffer from either buffering on both sides or buffering only on one side. If you do not address this issue at this time, you have to delete the setback and redigitize.



The “Change Buffer Cycle” Tool is a little tricky and will require some getting used to, as well as the digitizing “feel” of the Setback Tools.

If you have other setbacks (such as a point layer), then use the “Change Drawing State” button to return to the “Delineate Features menu” window, select desired setback options and continue digitizing. To stop digitizing AND editing a point feature, you MUST use the space bar or return to the delineate features menu and exit.

At this point, make sure that the setback acreage is being removed from the total acreage. To check this, click on NUTRIENT MGMT TOOLS, then click on ENTER FIELD DATA and you will be able to see the differences of acreage after you have created the setbacks.

LandIDGUID	ID	SubID	Field Size	Spreadable Acres	Distance To Storage (Miles)	F
f61e32f-ea14-4...	23323-7		1.77	1.67	0	3
af228cf-9f8d-4...	23323-6		10.99	9.63	0	3
691aa55-c7d7-...	23323-12		32.03	26.71	0	7
2f86aaa-9bdc-...	23323-11		14.01	13.75	0	7
8a474d8-5f16-...	23323-9		1.62	1.62	0	3
a942466-7d56-...	23323-5		8.80	7.67	0	3
c1ac4d6-r0f6r-	23323-2		8.88	8.88	0	3

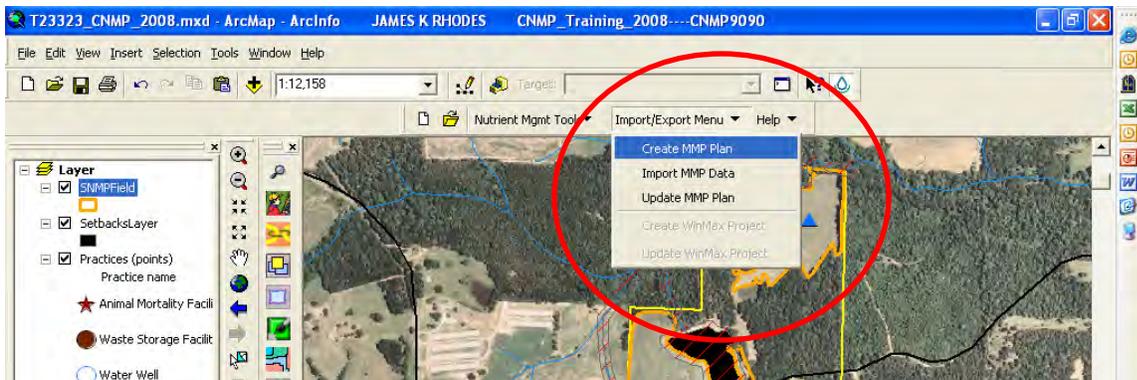
You are now ready to migrate the information you have input using the GNT Tool over to MMP.

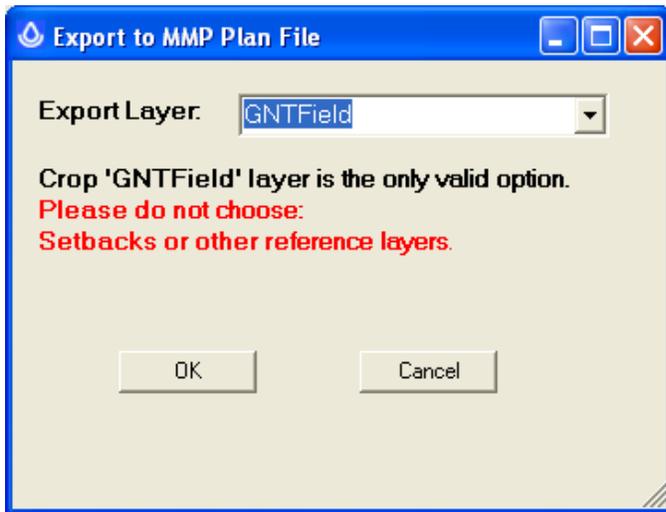
## MIGRATING CSTOOLKIT DATA TO MMP:

You are now ready to transfer GNT data into MMP



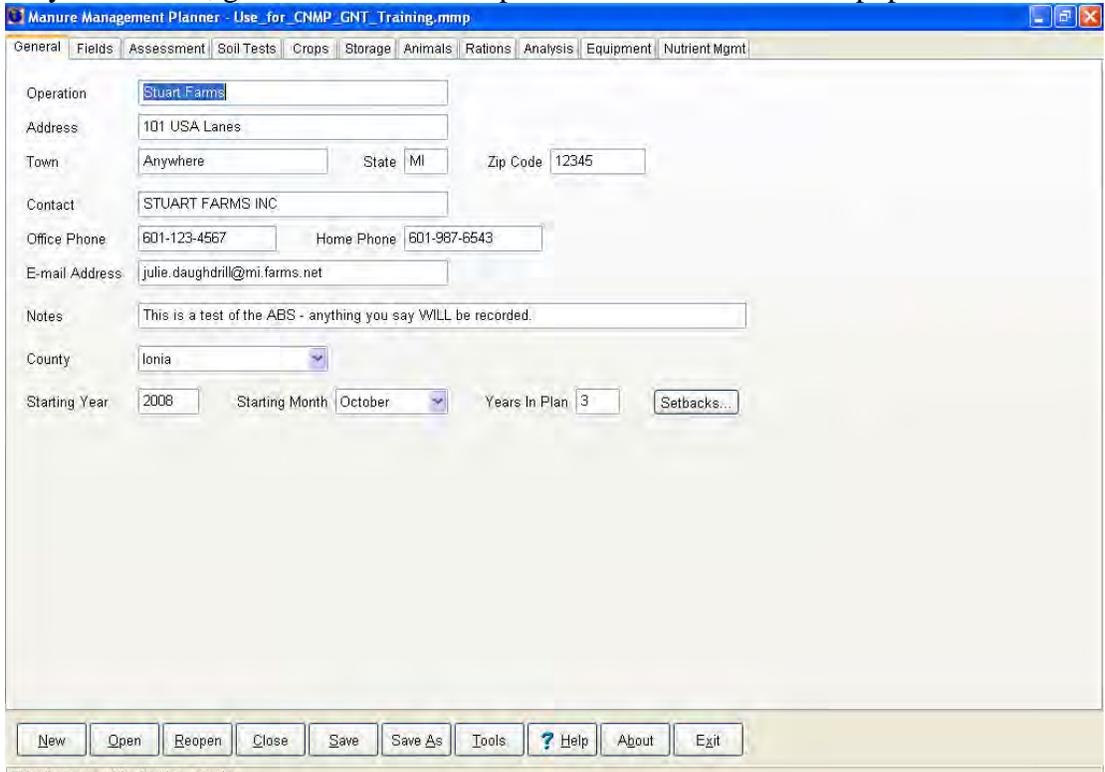
On the GNT Toolbar, click on the “Import/Export Menu”. Select “Create MMP Plan”.



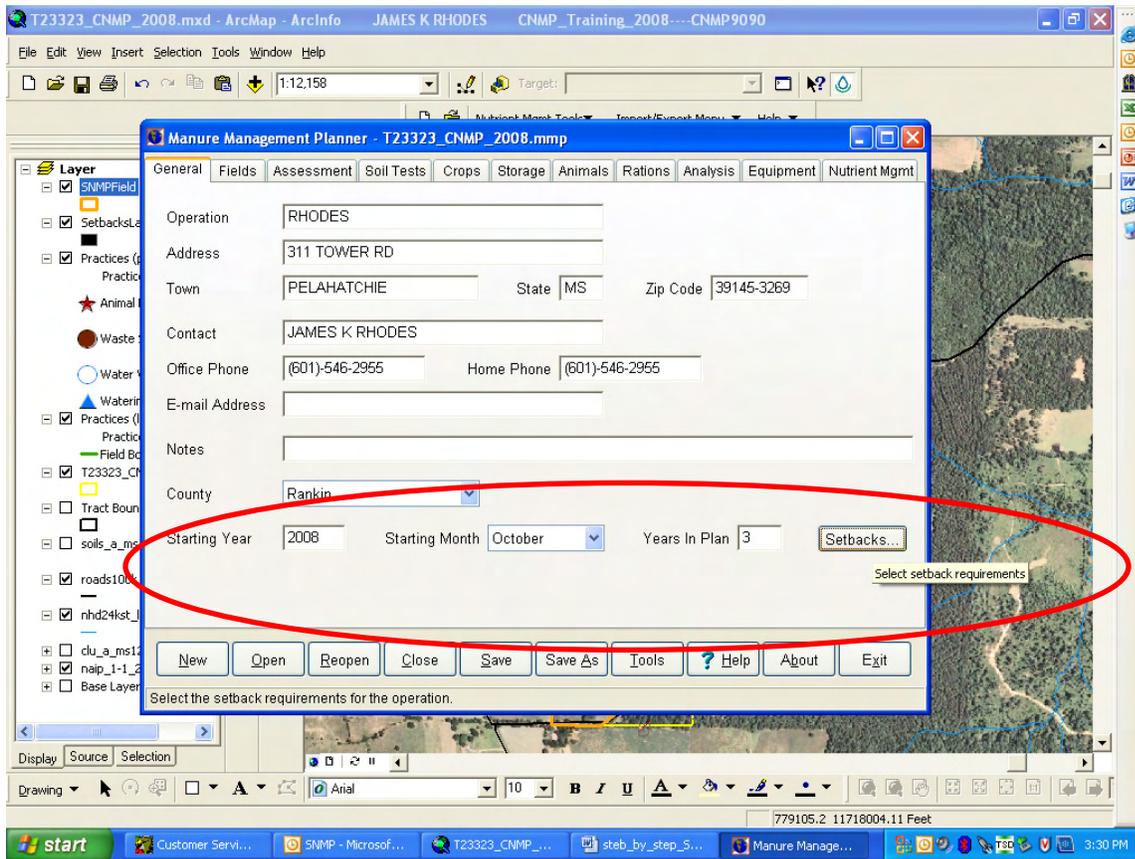


Make sure to export the GNTField.shp.

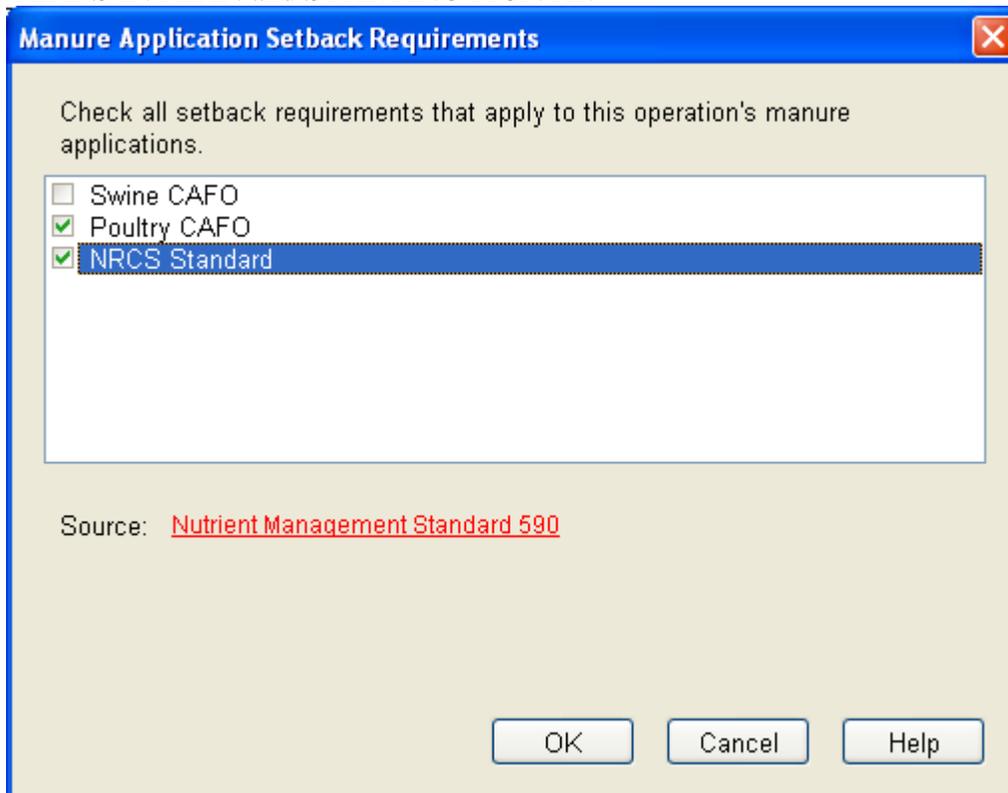
As you see here, general data that was parsed from SCIMS is now populated in the MMP tabs.



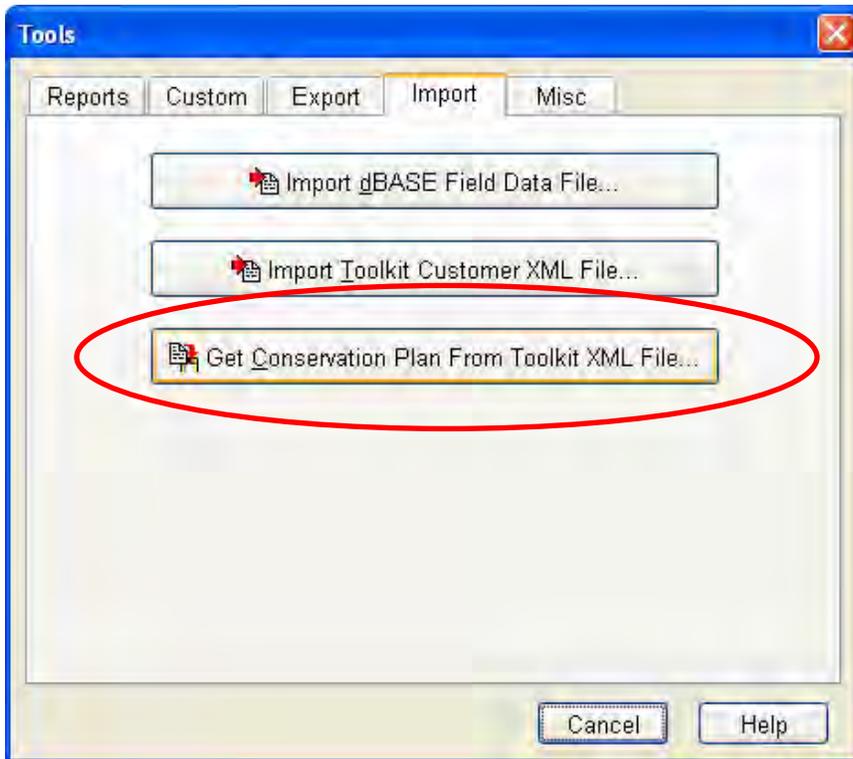
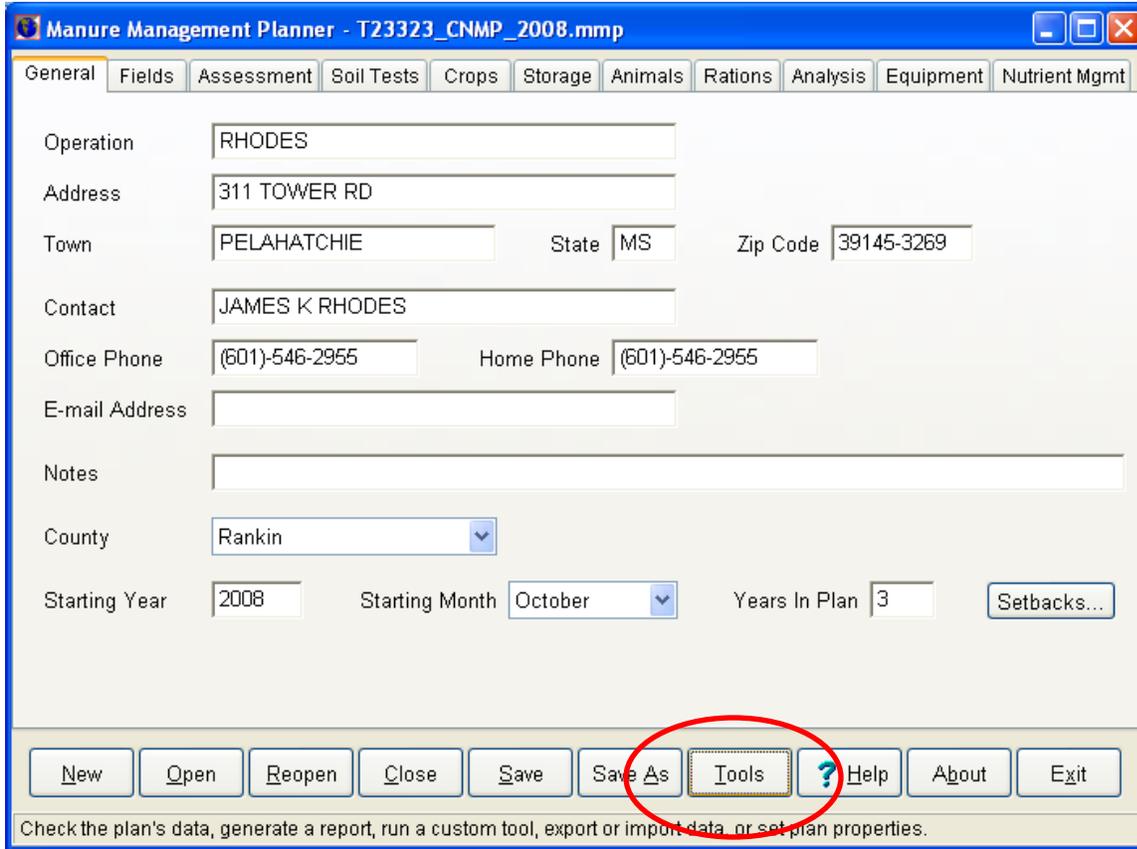
Enter the name of the farm's operator.



Make sure you select the SETBACK REQUIREMENTS. Also, input the proper information for YEARS IN PLAN and STARTING MONTH.



Once MMP opens you will now import the NCPDB. To do this, click on TOOLS button.



Click on the IMPORT Tab and then click on “Get Conservation Plan from Toolkit XML File”.

NOTE: DO NOT use the “Import Toolkit Customer XML File” as this will duplicate your fields in MMP. Use this option if you do not use the GNT tool.

Browse to the location of the exported customer data which is located at:

C:\Documents and Settings\user.name\Local Settings\Application  
Data\USDA\Toolkit5\ExportSessionData\<<exportfile>>.xml.

Select the file, and click “open”.

Select the desired consplan.

The plan and GNT data are now in MMP and you are now ready to continue with the MMP process.