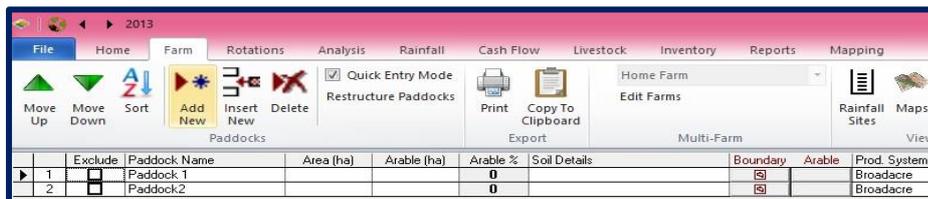# Import SHP files for Paddock Maps

1. The goal

Following this guide, we will successfully import SHP polygons and assign them to existing or new paddocks in the Adviser program.
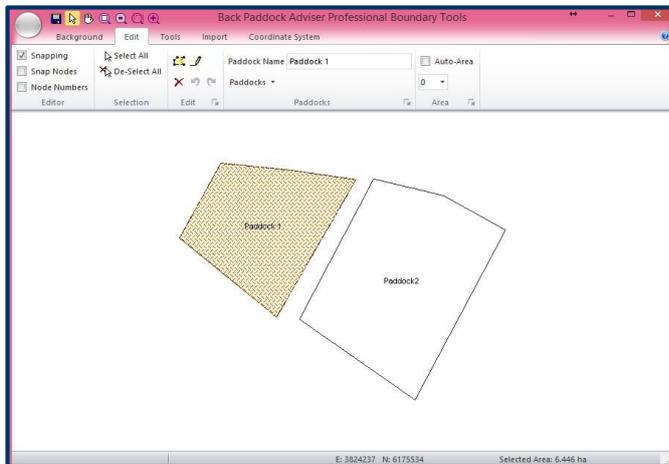
2. Import SHP files

1. Open Adviser software

2. Open required Client File

3. Click on Farm tab

4. Click on Maps (in toolbar)

5. Click on square under "Boundary" (NB: If you have no paddocks in your file Add New paddock to see this option)

6. Click on **Import**

7. Click on Open

8. Navigate to your saved SHP file (program automatically opens at Maps folder)

   a. **For WebConnect users:** In is recommended that your SHP file be copied to the server. Copy from your local computer, and on the pop up that opens following instructions above, we are going to PASTE

   b. Hold Ctrl on the keyboard, click V

   c. Your file will now be copied to WebConnect, follow instructions below to continue.

9. Left click on correct file

10. Click Open

We are now ready to tell the program which polygon belongs to which paddock. We can assign existing paddock names, or create new paddocks as we go through the Mapping function. Areas can also be calculated and inserted from the polygon information.

3. Allocate Paddock Names to each Polygon

At this point, you should be able to see your paddock shapes on the screen, and should be able to 'select' them one at a time by clicking in them.

1. Click to the **Edit** tab
2. Click "Select Tool" pointer from top toolbar
3. Left click on first paddock
4. Use drop down arrow next to Paddocks to select from existing names (double click) or
    a. Type in new name next to Paddock Name
    b. Hit Enter
    c. Click Yes to add to Paddock Master
    d. Select required Farm for paddock if multiples exist, click OK
5. Repeat for additional paddocks
6. Tick AutoArea if you would like the program to automatically enter paddock area from the polygon, select decimal places as required
7. Click Save
8. Click Windows X to close

Your SHP files are now imported, and assigned to their paddocks. Sync to view these on the App.

Good luck, and have fun!

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