


I/O Tips

1. ArcMap

Importing data:



-Hit the **Add Data** button on the menu: . Navigate to the folder you want. Select the file. ArcMap will display the names of the files that it can read. These include ArcMap's native Shape File format (*.shp). But also *.CSV and *.dbf files.


-For *.dbf and *.csv files with XY coordinates for points (e.g. quadrat centroids) and variable values associated with each point: **Add Data** (as above). Once the dataset is displayed in the **Layers** window (on the left), select the layer, <right click>, **Display XY Data**. Choose the fields in the *.dbf file that contains the X and Y coordinates for the points.

-To check out the data you just imported: select the layer, <right click>, **Open Attribute Table**.

Exporting data:

-If the XY coordinates are not already in the table, you will have to add them. Open



Arc Toolbox: . Choose **Data Management Tools | Features | Add XY Coordinates**. Select the input features (this will have a name of the form "TableName **Events**"). Hit OK.



-To export the table: Arc Toolbox: . Choose **Data Interoperability Tools | Quick Export**. Click on the **Output Dataset** button. Then choose a **Format** (e.g. CSV) and a **dataset name** and destination folder.

2. SAS

Importing data

-**File | Import Data**. Follow the directions. This creates a temporary SAS dataset that is stored in the **WORK** Library. To check out the contents of the **WORK** library, find the **SAS Explorer** window (left side of screen). Double click on **Libraries** then **Work**, then on the **Dataset** you want to look at. Remember to close the dataset before proceeding – SAS will not read open datasets.

-To make the dataset permanent requires two lines of SAS code:

Libname bin1 'h:\courses\589b\mysasdata' ; *tell SAS where to store the dataset;
Data bin1.house; set house; *read the temp dataset into the permanent one.

Exporting Data

- **File | Export Data.** Follow the directions.

3. Geoda

Importing Data

- **File | Open project.** This will read a Shape File (*.shp).

- Geoda will also create shapefiles from *.dbf's that contain quadrat centroids:

Tools | Shape | Point from DBF. Once the Shape file has been created, open it with **File | Open project.**

Exporting Data

- **File | Open Project.** Left click on map. Choose **Add centroids to table.** This will add two new variables with the X and Y coordinates to the *.dbf file. Many programs can read the dbf directly.

- To export to ASCII: **Tools | Data Export | ASCII.** This will create a comma-delimited ASCII file with a .txt extension. It has a header row that will need to be deleted (using a text editor) before SAS or Excel will read it correctly.