

This template is designed to show details on how to navigate through several modules provided within this application. This is a basic application developed to support the conversion from GIS geodatabase to DGN, a Geodatabase replication, Shape file and pdf format.

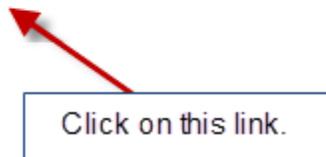
Getting Started:

To access the Clip-Zip-Ship, click on the link displayed on this page:

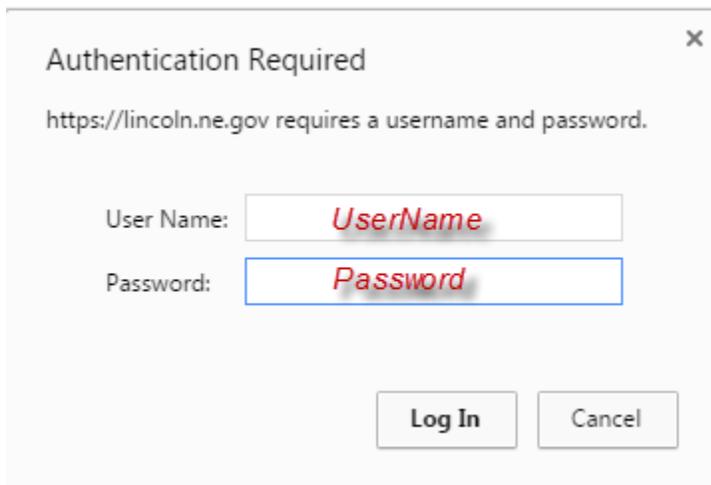
<http://lincoln.ne.gov/city/pworks/tech/czs.htm>

**Login Required:** Use of this application requires a Windows profile.

Please [Login to Windows](#) now to continue.



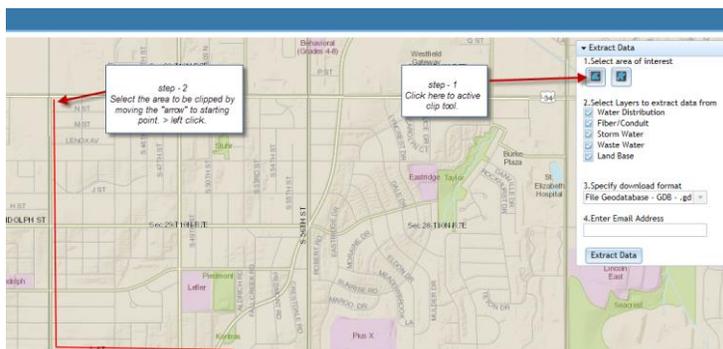
Since this is a secure website connection you will be prompted to enter a user ID and a password. All possible users will need to provide required information in order to access privileges. See Policy for requirements at this link.

The image shows a standard Windows-style dialog box titled "Authentication Required" with a close button (X) in the top right corner. The text inside the dialog reads "https://lincoln.ne.gov requires a username and password." Below this text are two input fields. The first is labeled "User Name:" and contains the red placeholder text "UserName". The second is labeled "Password:" and contains the red placeholder text "Password". At the bottom of the dialog are two buttons: "Log In" and "Cancel".

Note: You may need to include this domain: cicod1\

Figure A:

- Zoom into the Area that you wish to Clip. (Section, Township and Range have been provided for easy selection of area).



- Once you have determined the POB, then continue to draw a complete box around area desired to be clipped. Note: In order to enclose the box, you must left-click on every corner of the square until closure has been finalized. Be sure to double-click to finish

Figure B:

- Selecting the data/layers associated to the Enterprise geodatabase. Extracting and converting the data into a specific format.



- File Geodatabase – GDB – gdb: View data using ArcGIS software.
- Shapefile – SHP – shp: View data using ArcGIS software and MicroStation
- DGN\_V8, dgn: Bentley MicroStation Design software.
- PDF: Adobe Acrobat Reader software.

Figure C:

- Provide an email address. This address will be used to forward you a link to the location of the new file.

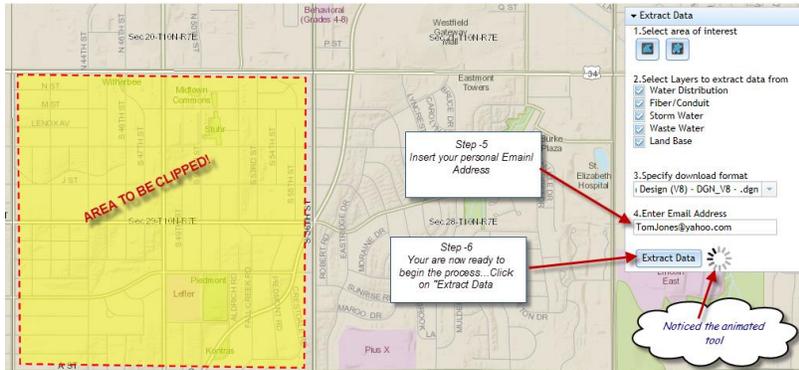
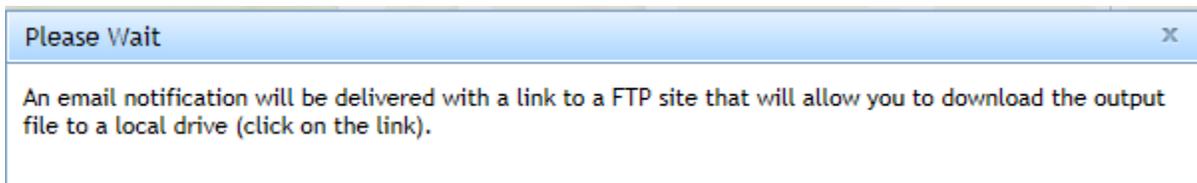


Figure D:



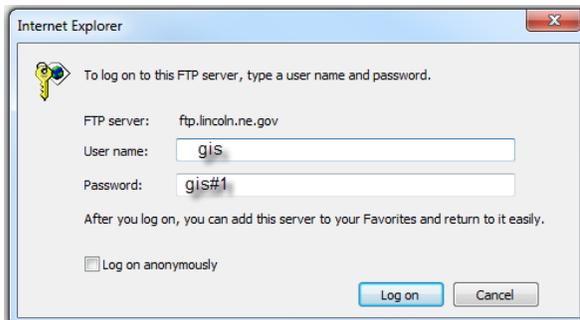
- The application can be shut down at this time.

### Retrieving Files:

- An email notification will be delivered with a link to a Server FTP site that will allow the user to download the output file to a local drive (click on the link).
- Message "Hello, you can find your exported data at the link below"

Figure E:

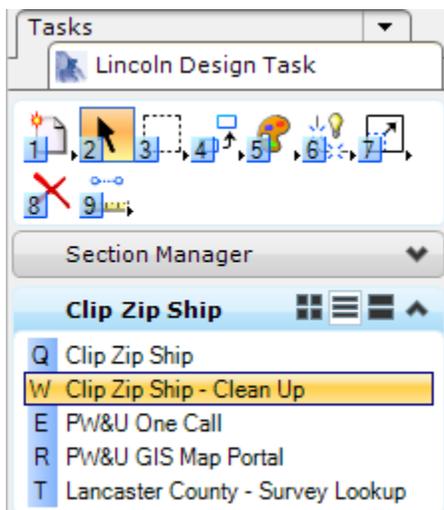
- To connect to the server with the FTP site you should use the following information
- User Name: **gis**
- Password: **gis#1**



## MicroStation Environment:

Once you receive your link via an email, download the file to the appropriate location. Using the City of Lincoln, MicroStation Workspace, open the DGN file provided.

Go to the **Lincoln Task Navigator>Clip Zip Ship>Clip Zip Ship – Clean Up**. The macro will provide a final scrub to complete the GIS data consumed into the CAD environment.



General cleanup will need to happen. Things to look for; text location and size, non-standard pipes, culverts and elliptical pipes.