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| Spatial Temporal Activity Recorder (STAR) |

**How to use the snapping tool in STAR**

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| **Context** | |
| Features can be drawn in STAR Map and stored against a program, project or zone.  Features are spatial point, line or polygon records, with attached aspatial data relating to the program, project or zone.  At times when drawing the feature, the user might want their drawing to exactly abut or trace an existing feature. An existing feature may a feature previously drawn in STAR, or a feature from corporate base layers such as roads or conservation reserves.  **See also: Video\_HowTo\_UseSnappingInSTAR** | |
| From your Program, Project or Zone form, press “Add Site” button in the left top corner of the map. |  |
| Zoom to the feature you want to abut or trace. In this example it is a small conservation reserve near Shelford. |  |
| Ensure the layer you want to ‘snap’ to is switched on in the map.  Click the ‘Layers’  tab at the bottom left corner of the screen to open the list of layers. Tick the layer you want to work with, in this example it is the ‘Parks & Conservation Reserves’ layer |  |
| Turn snapping functionality on.  Open the toolbox by pressing the tools icon in the top right corner of the map.  Open the ‘Tasks’ tab of the toolbox menu by clicking on ‘Tasks’. |  |
| Click on ‘Measurment Tool’ to open the measurement menu.  Click on ‘Enable Snapping’ button. A tick symbol appears when it is on, and the button name changes to ‘Disable Snapping’ |  |
| Select layers to snap to.  Click the ‘Select Snapping Layers’ button in the measurement menu.  The ‘Snappable Layers’ tab appears in the left side panel. |  |
| Either press ‘Select All’, which means you will be able to snap to any layers which are already switched on in the map.  Or place a tick next to the layer you are interested in snapping to. In this example it is the ‘Parks & Conservation Reserves’ layer. |  |
| Click on the ‘Add Project Site’ button  to navigate back to Add Project Site tab.  Click on the hexagonal polygon button  . |  |
| Begin drawing your feature, clicking the mouse to create vertices which align to the feature that you want to abut or trace.  In this example we are tracing the conservation reserve.  As long as the vertex you want to snap to is within the black circle that surrounds your curser, the vertex you are drawing will be directly on top of the one you are snapping to. |  |
| Finish your feature by double clicking your mouse (don’t overlap the boundary lines of your feature or an error message will appear).  The ‘Site Information’ form appears in the left panel, type in your site name and description and hit the ‘Save Site’ button to save the site. |  |

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