**How to Create, Modify, Copy, and Attribute**

**Create**

**Smart Editor button**

* **Create new features:**
	+ Click the Smart Editor button
	+ Choose the type of feature you want to create
	+ Click on the map to create the feature
	+ Attribute table opens after you double click to complete the feature
	+ Fill out attributes
* **Copy Features:**
	+ Click the Smart Editor button
	+ Choose the type of feature you want to copy
	+ In the dropdown at the bottom of the Smart Editor window choose Select Features To Copy
	+ Click and drag to select the feature you want to copy on the map
	+ Click Create Features.
		- Note: The copied feature will keep the attributes of the original feature
	+ Use the Edit button to move the copied feature to its new location (see below)

**Edit button**

* **Move a feature (copied feature) to its new location:**
	+ Make sure no features are selected (clear selected button)
	+ Click on the existing feature you want to move in the map
	+ When the popup appears hit the ‘3 dots’ (ellipses) in the lower right corner
	+ Select Edit from the list
	+ A pan hand will appear when you move the cursor over the feature you want to move
	+ Click and hold to drag the feature to its new location
	+ Update attributes as needed
	+ Clear selection