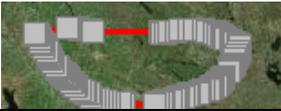
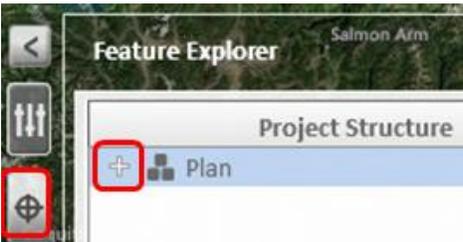
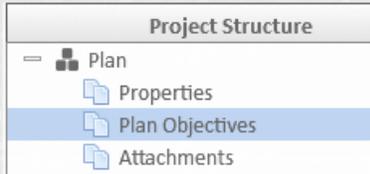
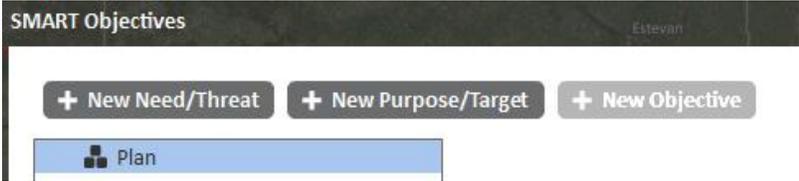
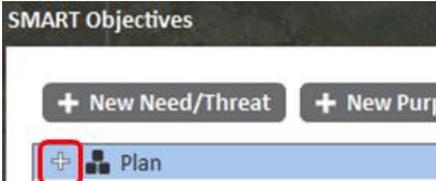
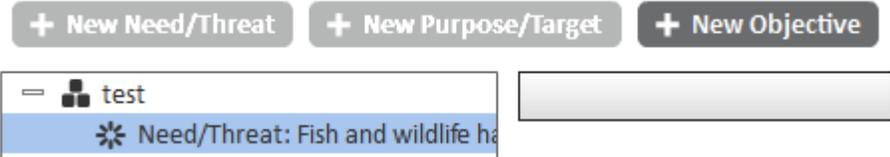


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Create a Plan	
Step	Action
1	Zoom in to the desired location on the mapper where you will draw your plan.
2	Click the Feature Editor icon to open the in the left tool bar. 
3	Click the plan's Freehand Polygon icon. 
4	Go to the location on the mapper and draw your plan boundary by pressing down the left mouse button and drag the mouse to create a polygon. Let go of the left mouse button when done drawing the polygon.
5	The plan boundary will be in the edit mode with vertices (little grey squares). 
6	Click the Feature Editor Save button. 
7	The plan Properties tab opens. 
8	Fill out the plan Properties form. The Save button will become active when all the required fields are filled in. 
9	Click the Save button. 
10	Close the Project Successfully Saved OK button.
11	Click the Close button. 
12	Go to the Feature Explorer and expand the plan by clicking on the + icon. 

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13	<p>Click and highlight the Plan Objectives option.</p> 
14	<p>The SMART Objectives form will open. Create needs, threats, purposes, and targets as needed.</p> 
15	<p>When you create a need, threat, purpose, or target, a + icon will appear to indicate something has been added to the plan's structure. Click the + icon to open the plan's structure.</p> 
16	<p>Click and highlight the newly created need/threat, this will activate the New Objective button.</p> 
17	<p>Click on the New Objective button, which will open to the Project Objective tab.</p> 

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18	<p>Next, go to either the Quantitative or Qualitative tab and create either a New Standard Indicator or New Custom Indicator.</p> 
19	<p>Click the Save and OK buttons when done.</p>