



Scanning and Rectifying Quad Sheets

1. Scanning

1. Take desired quad sheet and place it in the scanner.
2. In the scanning program, choose Resolution of 600dpi, Type as RGB, Size as ArchD, and Orientation as Portrait.
3. Scan quad sheet.
4. When finished scanning, save as .TIFF file to the desired directory.

2. Rectifying

1. Open the ArcView GIS 3.x program.
2. Load in the Image Analysis Extension.
3. Add in the scanned Quad Sheet. Be sure to add the .TIFF image in as an "Image Analysis Data Source."
4. When asked to calculate pyramid layers, click Yes. This will speed up the redrawing process.
5. With the Image theme active, click on the align tool.
6. Left click in the upper left corner of the Quad sheet.
7. Right click and select "Enter to Coordinate."
8. Enter in the corresponding Map coordinates. Look on the quad sheet and retype values into this dialog
9. Click OK.
10. Do this for the other 3 corners.
11. When finished, from the theme menu, select the "Save Image As" option.
12. Browse to the desired directory, name the image, and save as.
13. When prompted, select No to save control points.

