

## Help Document / Training Tutorial

## How to Query or Delete a Field Attribute

- 1. To activate the options, in the Tools drop-down window, select the Field Attributes (below left).
  - A. A new drop-down menu tab will appear along the top of the map window (below right).
  - **B.** Click on the drop-down arrow to display the options.



- 2. Query Field Attribute: This option allows you to identify attributes in a field.
  - A. In the Field Attributes (Functions) drop-down menu, select the Query Field Attribute option (below left).
  - B. Users can also right click on an attribute and the following menu will display (below right).



**C.** In the query mode, click on one of the visible attributes on the field map. An information bubble will appear with details of the attribute. If notes were created, these will display as well.



D. Once in Query mode, it will stay active so any attribute you click on will create the information bubble. Click on the red X to close.





## Help Document / Training Tutorial

Field Attribute Polygon continued...

- 3. Delete Field Attribute: This option allows you to delete attributes from a field.
  - A. In the Field Attributes (Functions) drop-down menu, select the Delete Field Attribute option (below left).
  - B. Users can also right click on the attribute and the following menu appears (below).





**C.** In the field, click once on the attribute to be deleted. A prompt will appear confirming the deletion of the attribute. Click **Yes** if you want the attribute removed. A deletion status bar will appear briefly.



D. The attribute will be removed. Continue deleting attributes as needed.

