

How to obtain reports from the Soil Data Mart using the county-specific link in the e-FOTG

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1. Click on the link to the Soil Data Mart in the drop-down menu for each Vermont county under County-specific Soils Information.
2. **To view a report on-line or to print out**, click the Generate Reports button at the bottom of the screen. To download data for an entire county to your computer, go to step 9.
3. On-screen, you should see a table of soil map unit symbols and map unit names. The symbols, e.g. 3A, are from the soil maps for that county. Highlight the soil map units you are interested in by clicking on them while holding down the control key. You can select as many as you need, or press Select All if you want the entire county legend.
4. Choose the desired report by clicking on the down arrow to the left of the Report Descriptions button. If desired, once you select a report, you can click on the Report Descriptions button for a description of what the report contains.
5. Click the Generate Report button. In a few moments, your report will appear on a new screen. You can then save it to your computer, print it out, or after viewing it, close the window and generate another report or exit the Soil Data Mart.
6. To obtain a narrative description of the soil map unit, select “Brief Map Unit Description” under the Report Descriptions (see step 4) and click Generate Report.
7. On-screen, you will see a listing of Map Unit Description Categories. The list of categories may differ from county to county. AGR is agriculture, FOR is forestry, SOI is the basic soil description, URB is the latest Vermont-specific septic system suitability description, and oldURB is an older septic system suitability report. Select them all except oldURB- this is an out of date description.
8. Then click the Generate Report button and your narrative report will show up on a new screen.
9. **To download the entire county soil database in an MS Access format**, following Step 1, click on the Download Data button at the bottom of the screen.
10. If downloading soils data for Caledonia, Essex, or Orleans Counties in Vermont, make sure the state selected is VT, the template is Access 2002, and the Template DB Version is **32.1**. For the other 11 Vermont counties, select the Template DB Version **32.2**.
11. Make sure that the class of data button at the top has been selected for Tabular Data Only.
12. Enter your email address in the box and then click on the Submit Request button. You will be notified when and where to download the data. This could take a little while, depending on the amount of data requests being processed at the time.
13. When finished, go back and select the class of data button on the top for Template Database Only.
14. Then click on the Download button. This will immediately download the MS Access template to your computer. There will be instructions on how to upload the tabular data into this database.