4.17 Legal Land Converter

Introduction

The Legal Land Converter utility has been designed to help customers in the United States and Canada who have Legal Land Locations in their addresses and would like to code them with a latitude and longitude. This will allow these types of locations to be more readily used for mapping and routing purposes.

To do this, we have created an interface with an external web based program that does all of the work. Within Route Manager you can export the appropriate data; allow it to be coded; and re-imported into Route Manager.

This document will provide you with all of the details you need to set up and run the program as needed.

Note: This is an optional module for Route Manager.

Preparation

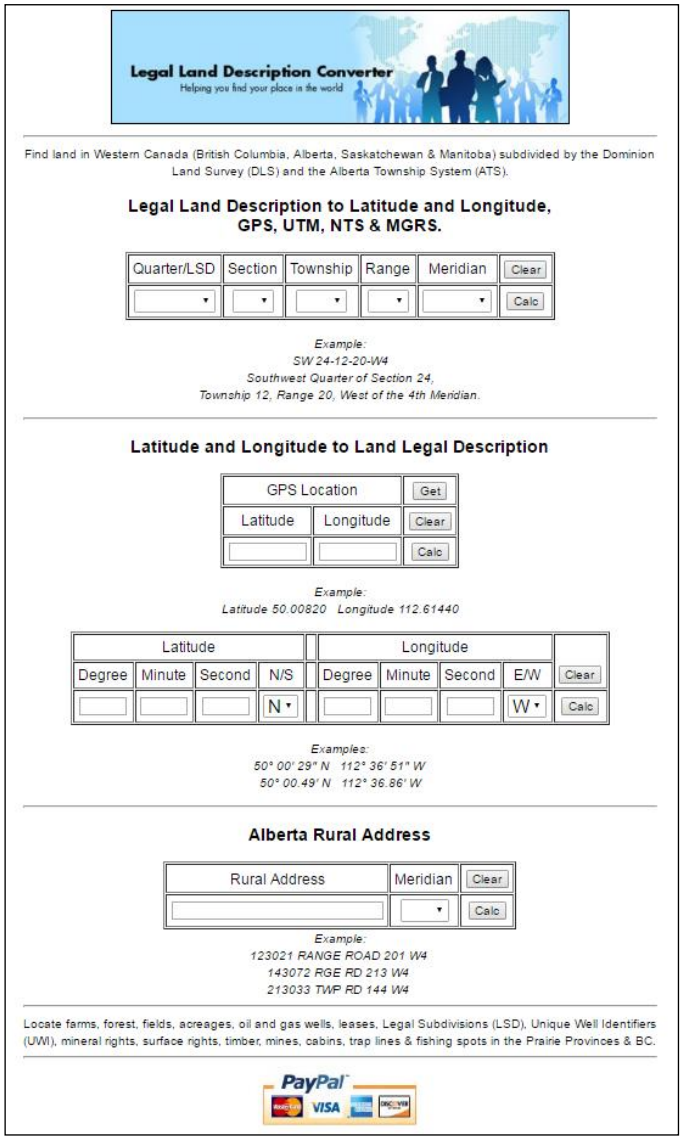
Prior to using the Legal Land Converter utility within Route Manager, you will need to complete the following steps:

1. Purchase credits from the legallandconverter.com Web site.
2. Verify that your locations are accurate.

Each item is discussed further within this section.

Signing up for Service

The Legal Land Converter utility exports data to a third party that will provide latitude/longitude coordinates based on each customer's location for a nominal fee. This information will be stored within RMA and used to provide you and your drivers with accurate mapping information. This service is provided by legallandconverter.com and you will need to purchase credits for each address that you would like to update.



Refer to the LLC Web site for the latest prices.

Locations Format

In order for your accounts to be updated successfully, you will need to ensure that the location information is properly formatted within Route Manager.

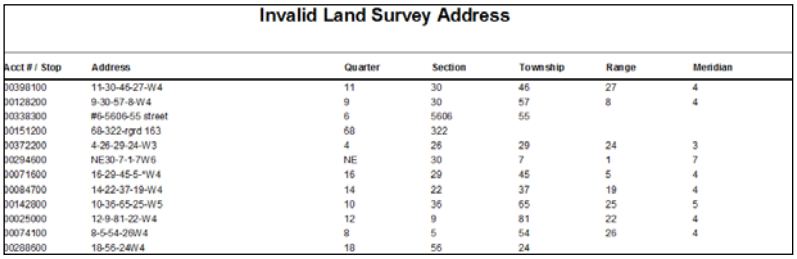
The following fields are required for each location:

1. ID
2. Quarter
3. Section (1 to 36)
4. Township (1 to 137)
5. Range (1 to 140)
6. Meridian

Here is an example of a properly formatted location: A14-NE-1-2-2-4

Checking for Invalid Locations

You can easily check your system for invalid locations by using the report utility found under *Modules > Legal Land > Invalid Address Report*. Any invalid locations will be automatically displayed on the screen and can be printed for reference.



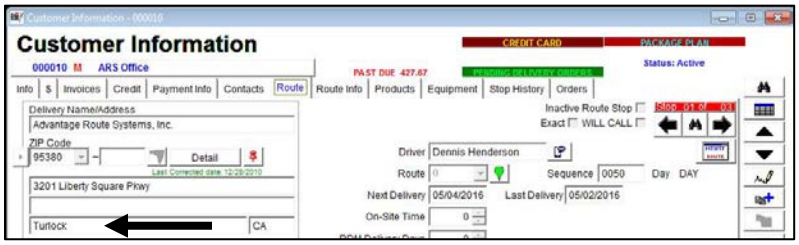
Invalid Land Survey Address

Acct # / Stop	Address	Quarter	Section	Township	Range	Meridian
00398100	11-30-46-27-W4	11	30	46	27	4
00128200	9-30-57-8-W4	9	30	57	8	4
00338300	#6-5606-55 street	6	5606	55		
00151200	68-322-rgrd 163	68	322			
00372200	4-26-29-24-W3	4	26	29	24	3
00294600	NE30-7-1-7W6	NE	30	7	1	7
00071600	16-29-45-5-*W4	16	29	45	5	4
00084700	14-22-37-19-W4	14	22	37	19	4
00142800	10-35-65-25-W5	10	35	65	25	5
00025000	12-9-81-22-W4	12	9	81	22	4
00074100	8-5-54-26W4	8	5	54	26	4
00288600	18-56-24W4	18	56	24		

NOTE: If the customer's account includes one dash or less in the address field, it will be assumed that the account includes a standard street address and will not be included during the export process.

Updating Locations

The location entry used within Route Manager can be found under *Lists* > *Customer Information* > *Route* tab (Address Line 1):



Correct the invalid entries within each *Delivery Address* field and save your changes.

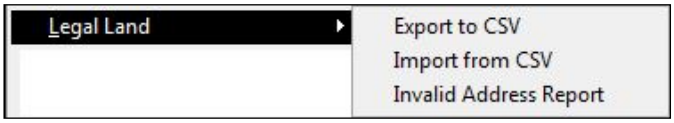
NOTE: The converter utility ignores billing address information located on the *Info* tab of *Customer Information*.

Exporting the Locations File

This section will guide you through the export process required prior to processing data on the legallandconverter.com Web site.

Creating the Export File

To create the export file, navigate to *Modules* > *Legal Land* > *Export to .CSV*:



A confirmation message will be displayed on your screen that includes the path and filename of the exported file. Make note of the location and file name, and click **OK** to exit the screen.

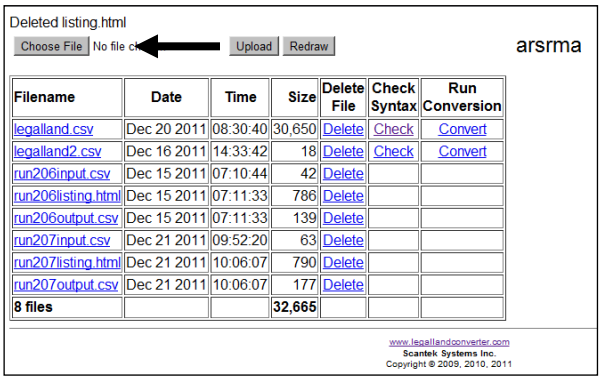
Uploading the Export File

After you have created an export file, follow the steps below to upload the exported file to the legallandconverter.com Web site — credits purchased will not be used at this time.

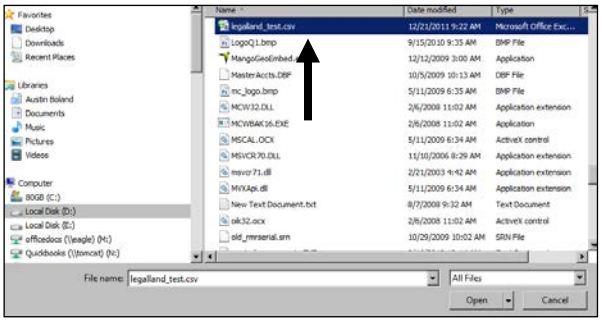
1. Login to the site using the following link: http://legallandconverter.com/cgi/shopuploader.cgi

NOTE: **You will be prompted for a username and password provided from the site after purchasing credits.**

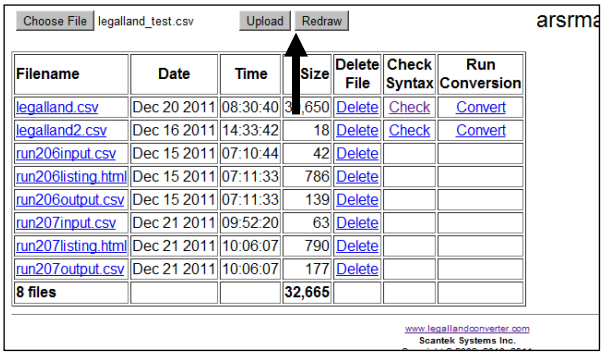
2. Select the **Choose File** option:



3. Navigate to the file exported in the previous section and double-click on it:



4. Click on the **Upload** button to upload the file to the site:

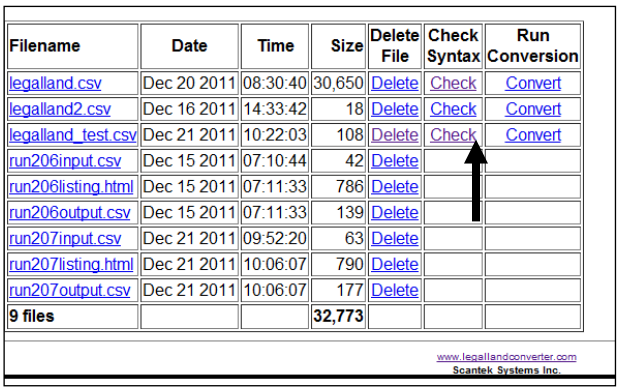


5. After the file has been uploaded, it will be displayed on the screen.

Checking for Problems

It is recommended that you run a quick check on your file prior to converting the data on the site by using their built in data check option.

1. Click on the **Check** option next to your uploaded file:



Filename	Date	Time	Size	Delete File	Check Syntax	Run Conversion
legalland.csv	Dec 20 2011	08:30:40	30,650	Delete	Check	Convert
legalland2.csv	Dec 16 2011	14:33:42	18	Delete	Check	Convert
legalland_test.csv	Dec 21 2011	10:22:03	108	Delete	Check	Convert
run206input.csv	Dec 15 2011	07:10:44	42	Delete		
run206listing.html	Dec 15 2011	07:11:33	786	Delete		
run206output.csv	Dec 15 2011	07:11:33	139	Delete		
run207input.csv	Dec 21 2011	09:52:20	63	Delete		
run207listing.html	Dec 21 2011	10:06:07	790	Delete		
run207output.csv	Dec 21 2011	10:06:07	177	Delete		
9 files			**32,773**			

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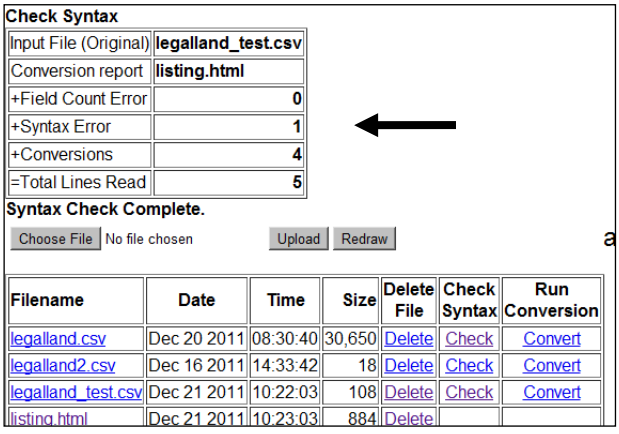
2. If any problems are found with location formatting, the number of issues will be listed within the *Syntax Error* field of the table displayed:



Check Syntax

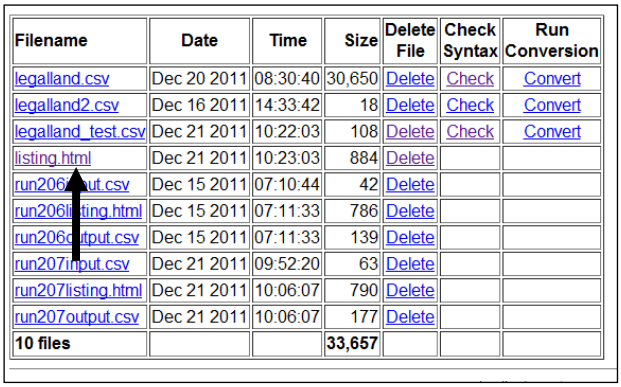
Input File (Original)	**legalland_test.csv**
Conversion report	**listing.html**
+Field Count Error	**0**
+Syntax Error	**1**
+Conversions	**4**
=Total Lines Read	**5**

Syntax Check Complete.

Choose File | No file chosen | Upload | Redraw

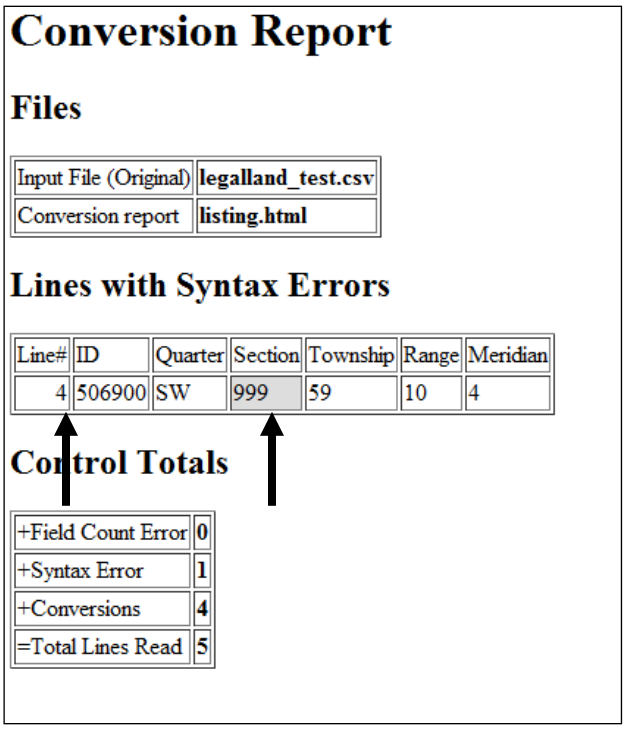
Filename	Date	Time	Size	Delete File	Check Syntax	Run Conversion
legalland.csv	Dec 20 2011	08:30:40	30,650	Delete	Check	Convert
legalland2.csv	Dec 16 2011	14:33:42	18	Delete	Check	Convert
legalland_test.csv	Dec 21 2011	10:22:03	108	Delete	Check	Convert
listing.html	Dec 21 2011	10:23:03	884	Delete		

3. To view the problem encountered, click on the filename listed within the *Conversion Report* field in *Step 2* above:



Filename	Date	Time	Size	Delete File	Check Syntax	Run Conversion
legalland.csv	Dec 20 2011	08:30:40	30,650	Delete	Check	Convert
legalland2.csv	Dec 16 2011	14:33:42	18	Delete	Check	Convert
legalland_test.csv	Dec 21 2011	10:22:03	108	Delete	Check	Convert
listing.html	Dec 21 2011	10:23:03	884	Delete		
run206input.csv	Dec 15 2011	07:10:44	42	Delete		
run206listing.html	Dec 15 2011	07:11:33	786	Delete		
run206output.csv	Dec 15 2011	07:11:33	139	Delete		
run207input.csv	Dec 21 2011	09:52:20	63	Delete		
run207listing.html	Dec 21 2011	10:06:07	790	Delete		
run207output.csv	Dec 21 2011	10:06:07	177	Delete		
10 files			**33,657**			

4. The *Conversion Report* will be displayed, and includes the error encountered (in this case, line 4 of the .CSV file). Generally, the error will be highlighted on the screen (Section 999 below):



Conversion Report

Files

Input File (Original)	**legalland_test.csv**
Conversion report	**listing.html**

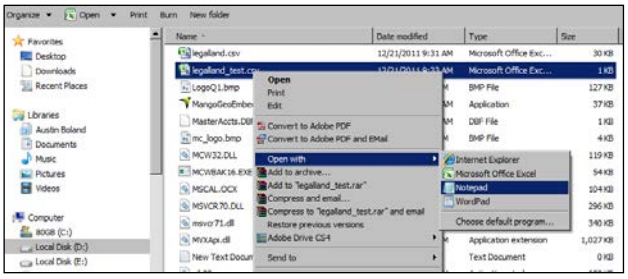
Lines with Syntax Errors

Line#	ID	Quarter	Section	Township	Range	Meridian
4	506900	SW	999	59	10	4

Control Totals

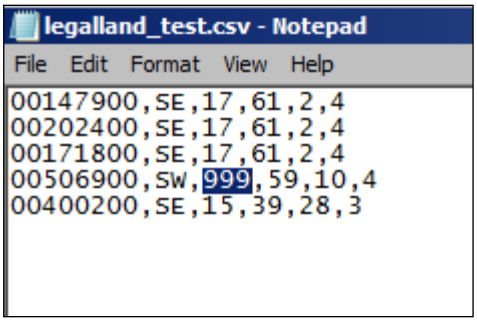
+Field Count Error	0
+Syntax Error	1
+Conversions	4
=Total Lines Read	5

5. The quickest way to resolve the problem is to edit the originally exported file within *Notepad* on your machine. Simply right-click on the file and select *Open with > Notepad*:

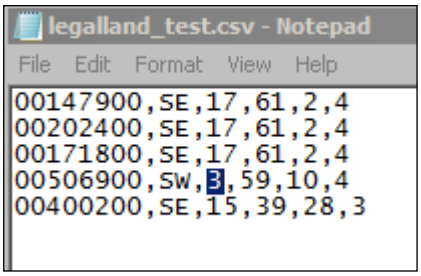


NOTE: **You should also update the customer's location address within the *Delivery Address 1* field on the *Route* tab of *Customer Information* to permanently resolve this issue; otherwise, the customer will have the proper lat/long. coordinates but wrong location address displayed.**

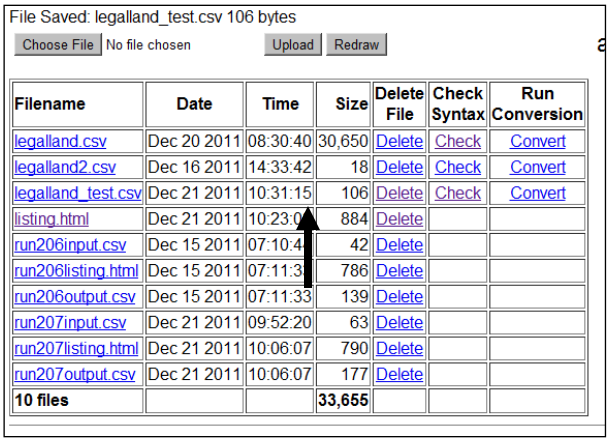
6. Now you can update the bad value(s):



7. Once you have completed updating the file, make sure to choose *File > Save*, and re-upload the file (go back to *Step 2*).

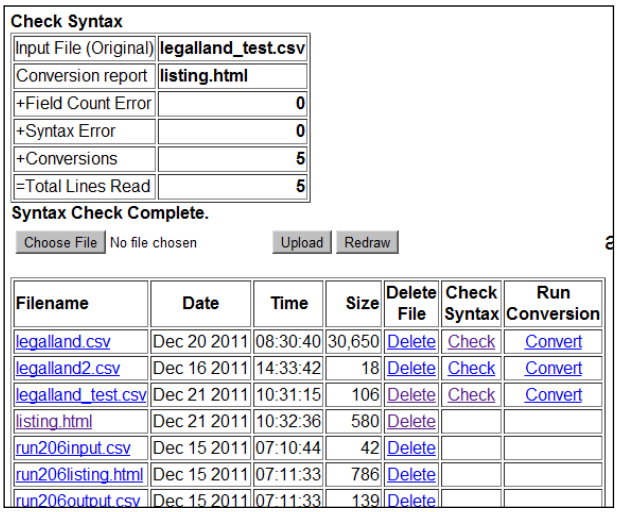


8. Once the file has been uploaded again, the timestamp should be updated to reflect your latest changes:



Filename	Date	Time	Size	Delete File	Check Syntax	Run Conversion
legalland.csv	Dec 20 2011	08:30:40	30,650	Delete	Check	Convert
legalland2.csv	Dec 16 2011	14:33:42	18	Delete	Check	Convert
legalland_test.csv	Dec 21 2011	10:31:15	106	Delete	Check	Convert
listing.html	Dec 21 2011	10:23:0	884	Delete		
run206input.csv	Dec 15 2011	07:10:4	42	Delete		
run206listing.html	Dec 15 2011	07:11:3	786	Delete		
run206output.csv	Dec 15 2011	07:11:33	139	Delete		
run207input.csv	Dec 21 2011	09:52:20	63	Delete		
run207listing.html	Dec 21 2011	10:06:07	790	Delete		
run207output.csv	Dec 21 2011	10:06:07	177	Delete		
10 files			**33,655**			

9. You should check the update file again and ensure you no longer have any reported problems:



Check Syntax

Input File (Original)	**legalland_test.csv**
Conversion report	**listing.html**
+Field Count Error	**0**
+Syntax Error	**0**
+Conversions	**5**
=Total Lines Read	**5**

Syntax Check Complete.

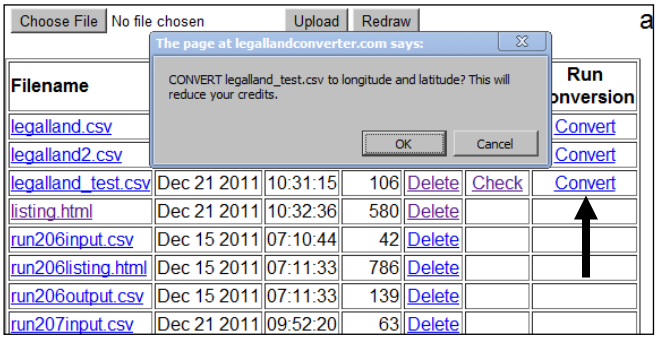
Choose File | No file chosen | Upload | Redraw

Filename	Date	Time	Size	Delete File	Check Syntax	Run Conversion
legalland.csv	Dec 20 2011	08:30:40	30,650	Delete	Check	Convert
legalland2.csv	Dec 16 2011	14:33:42	18	Delete	Check	Convert
legalland_test.csv	Dec 21 2011	10:31:15	106	Delete	Check	Convert
listing.html	Dec 21 2011	10:32:36	580	Delete		
run206input.csv	Dec 15 2011	07:10:44	42	Delete		
run206listing.html	Dec 15 2011	07:11:33	786	Delete		
run206output.csv	Dec 15 2011	07:11:33	139	Delete		

Processing the Locations File

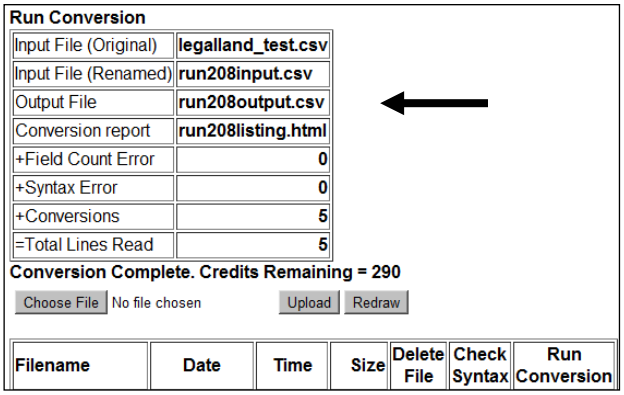
Follow the steps below to process the locations file and retrieve the updated data — **purchased credits will be used during this process**.

1. Click on the **Convert** option and a confirmation message will be displayed.



2. Click **OK** to continue.

3. The conversion screen will be displayed with the results. The file that contains the updated data will be listed within the *Output File* field:



Run Conversion

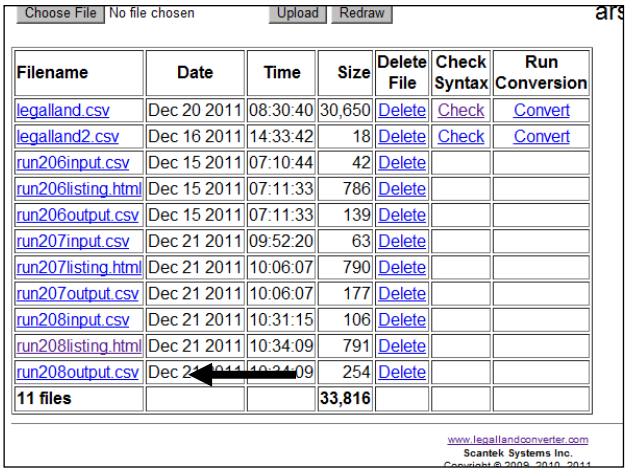
Input File (Original)	**legalland_test.csv**
Input File (Renamed)	**run208input.csv**
Output File	**run208output.csv**
Conversion report	**run208listing.html**
+Field Count Error	**0**
+Syntax Error	**0**
+Conversions	**5**
=Total Lines Read	**5**

Conversion Complete. Credits Remaining = 290

Choose File | No file chosen | Upload | Redraw

Filename	Date	Time	Size	Delete File	Check Syntax	Run Conversion

4. Locate the *Output File* listed in *Step 3* on the screen:



Choose File | No file chosen | Upload | Redraw

Filename	Date	Time	Size	Delete File	Check Syntax	Run Conversion
legalland.csv	Dec 20 2011	08:30:40	30,650	Delete	Check	Convert
legalland2.csv	Dec 16 2011	14:33:42	18	Delete	Check	Convert
run206input.csv	Dec 15 2011	07:10:44	42	Delete		
run206listing.html	Dec 15 2011	07:11:33	786	Delete		
run206output.csv	Dec 15 2011	07:11:33	139	Delete		
run207input.csv	Dec 21 2011	09:52:20	63	Delete		
run207listing.html	Dec 21 2011	10:06:07	790	Delete		
run207output.csv	Dec 21 2011	10:06:07	177	Delete		
run208input.csv	Dec 21 2011	10:31:15	106	Delete		
run208listing.html	Dec 21 2011	10:34:09	791	Delete		
run208output.csv	Dec 21 2011	10:34:09	254	Delete		
11 files			**33,816**			

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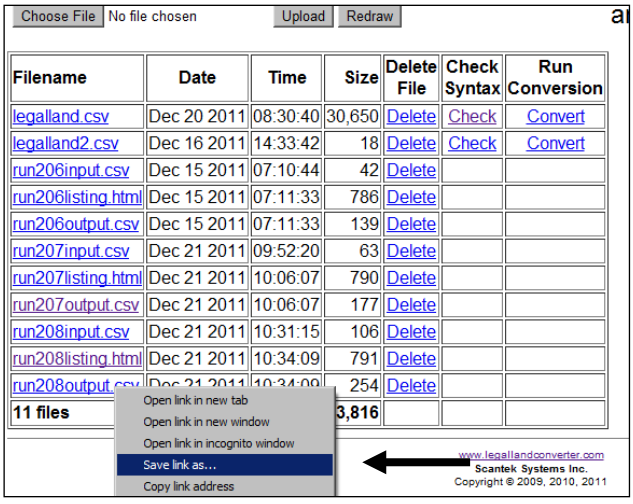
5. Right-click on top of the *Output File* and choose 'Save link as' (or similar).



Choose File | No file chosen | Upload | Redraw

Filename	Date	Time	Size	Delete File	Check Syntax	Run Conversion
legalland.csv	Dec 20 2011	08:30:40	30,650	Delete	Check	Convert
legalland2.csv	Dec 16 2011	14:33:42	18	Delete	Check	Convert
run206input.csv	Dec 15 2011	07:10:44	42	Delete		
run206listing.html	Dec 15 2011	07:11:33	786	Delete		
run206output.csv	Dec 15 2011	07:11:33	139	Delete		
run207input.csv	Dec 21 2011	09:52:20	63	Delete		
run207listing.html	Dec 21 2011	10:06:07	790	Delete		
run207output.csv	Dec 21 2011	10:06:07	177	Delete		
run208input.csv	Dec 21 2011	10:31:15	106	Delete		
run208listing.html	Dec 21 2011	10:34:09	791	Delete		
run208output.csv	Dec 21 2011	10:34:09	254	Delete		
11 files			**3,816**			

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Open link in new window
Open link in incognito window
Save link as...
Copy link address

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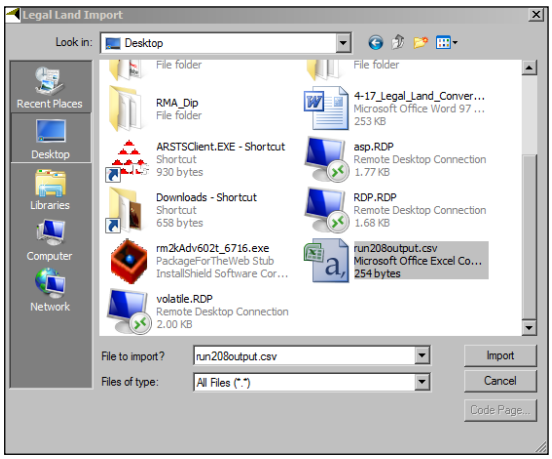
6. Save the file in the desired directory and continue to the next section.

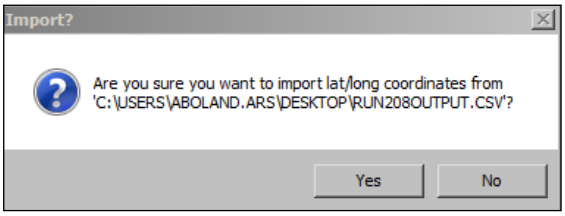
Importing the Processed Locations File

Follow the steps below to import the updated location data into RMA.

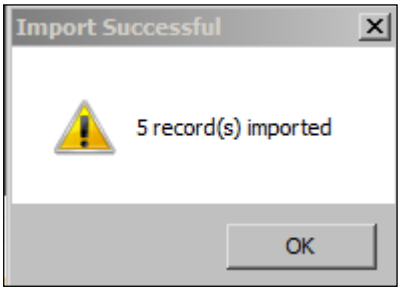
1. Navigate to *Modules > Legal Land > Import from CSV:*



2. Browse to the file downloaded in the previous section and double-click on it. Click 'Yes' to import the updated data or 'No' to cancel:



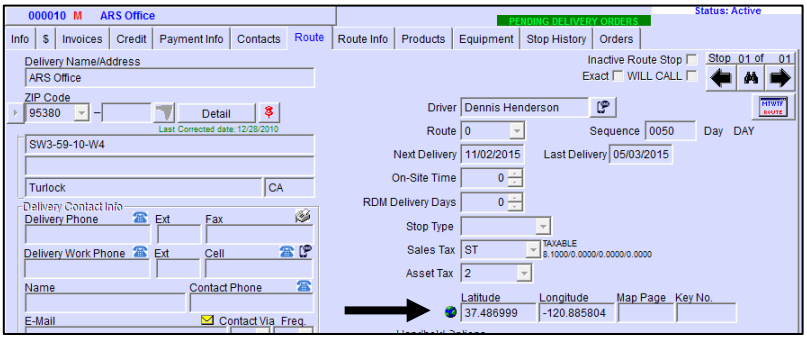
3. A confirmation message will be displayed with the number of records imported successfully:



4. Click **OK** to complete the process. Continue to the next section to verify the results.

Viewing Results

When location records are updated using the *Legal Land Converter*, the customer's account will include the latitude/longitude coordinates on the *Route* tab within *Customer Information*:



If the information is not displayed on an updated account, ensure that the customer's location is accurate and they do not show up on the *Invalid Address Report*.

Summary

The *Legal Land Converter* utility gives you further flexibility with managing your mapping and route requirements in RMA. If you have any further questions regarding this feature, please contact tech support toll free at 866-549-8837.

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