

12 SPECIAL TASK OVERVIEWS IN LANDONLINE

12.1 Add a Survey Reference

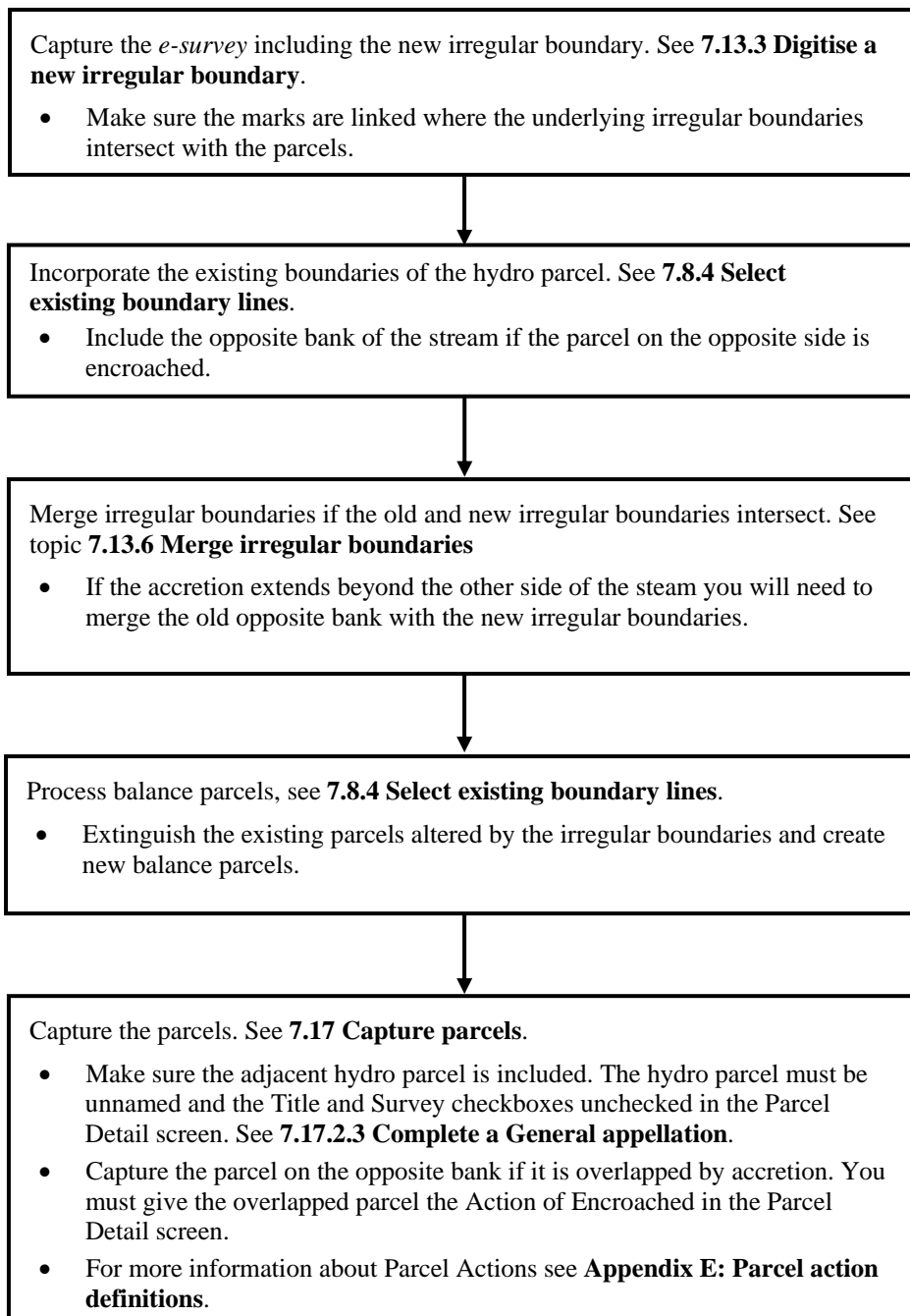
You can add a Survey Reference in Landonline as soon as you begin work on the *e-survey*.

Enter Survey information for mandatory fields only. See **5.2 Enter survey information**.

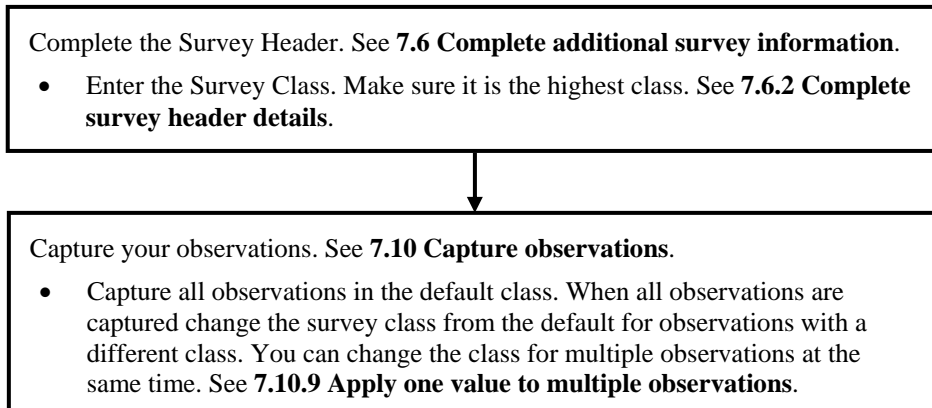


Add the Survey Reference. See **7.7 Add and delete survey references**.

12.2 Capture an e-survey involving accretion

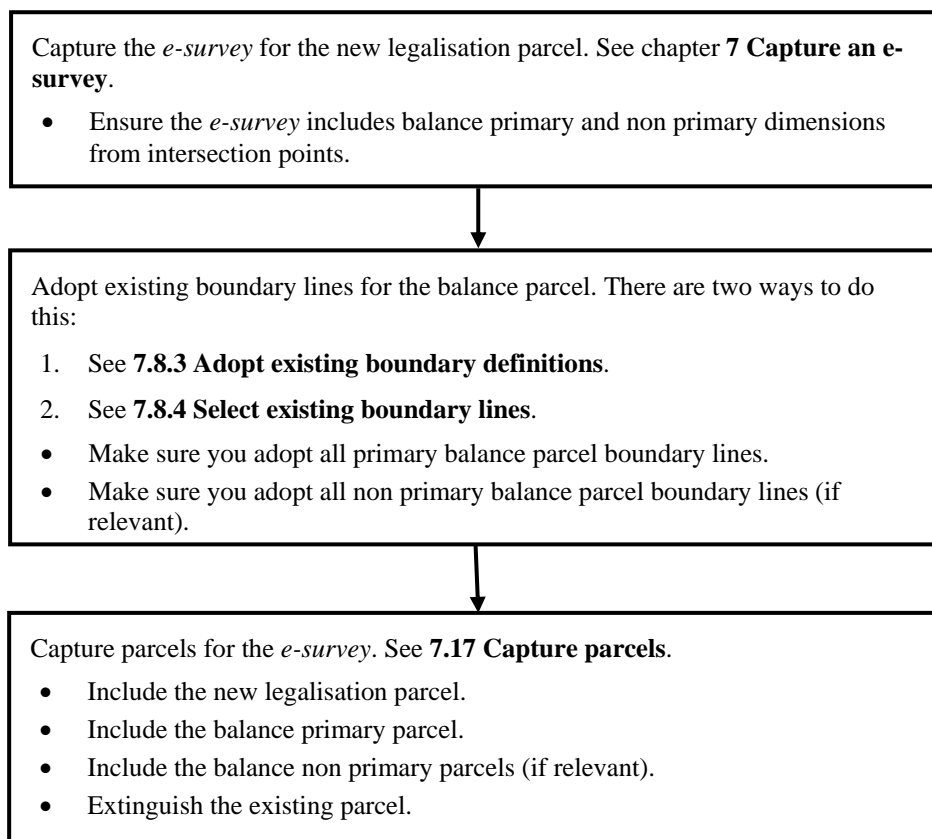


12.3 Capture a multi class e-survey



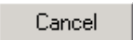
12.4 Capture a legalisation parcel including balance parcels

Note: This process also applies to an *e-survey* where part of a road is stopped. Process the balance parcel and follow the same process for the remainder of the road.



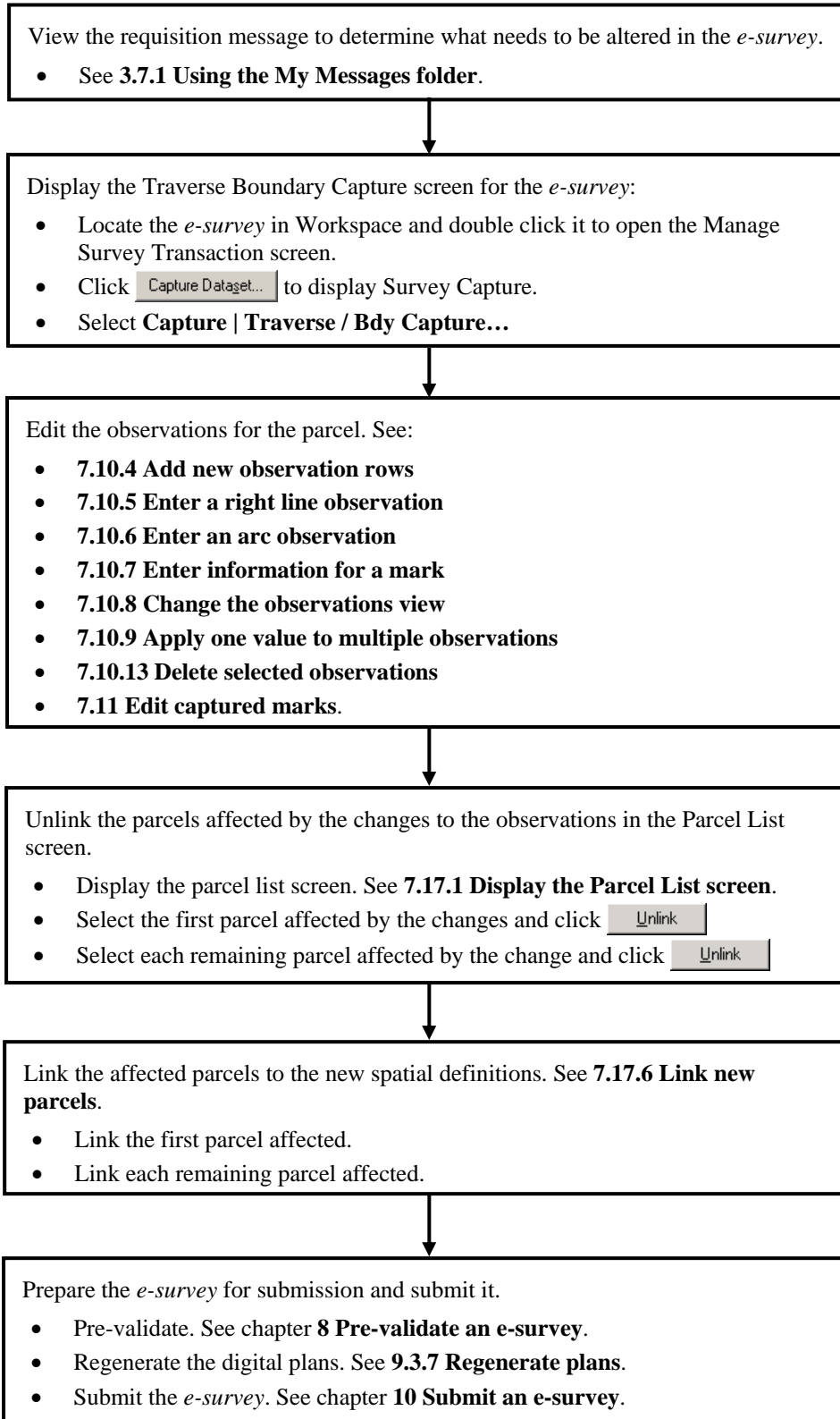
12.5 View an estimate of submission fees

Begin the process for certifying and submitting the *e-survey*. Cancel the process from the Confirm Fee Charges screen after viewing estimated submission fees. See topics:

- **10.4.1 Display the Submit tab**
- **10.4.2 Prepare an *e-survey* for submission**
- **10.4.3 Certify and submit an *e-survey***
- **10.4.4 Confirm fees** – Click  at step 4 of this process to cancel out of the Certify and Submit process.

12.6 Change a parcel boundary for an *e-survey* on requisition

Follow this process to change a boundary in an *e-survey* that is returned to you on requisition.



12.7 Best practice in the Traverse Bdy Capture screen

This process provides an example of an order you could use to capture observations in the Traverse Bdy Capture screen.

Before capturing observations in the Traverse Bdy Capture screen, adopt existing Landonline information from the Spatial Display.

Capture observations in the following order into the Observation Traverse list:

- Measured Traverse
- Measured Traverse Pegging Ties
- Adopted Traverse
- Primary Boundaries
- Non primary Boundaries.



Edit multiple observations using the common fields in the Observation Details and Mark Information areas. See **7.10.9 Apply one value to multiple observations**