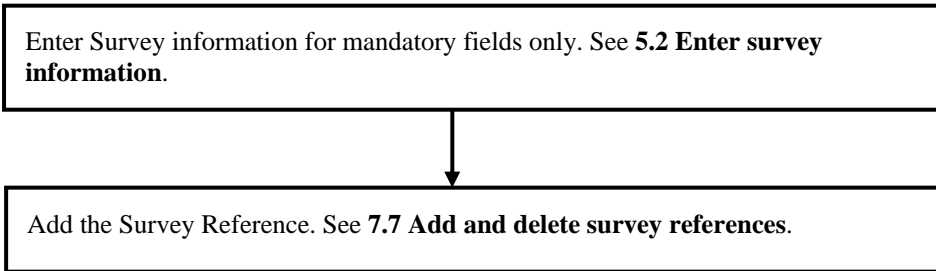


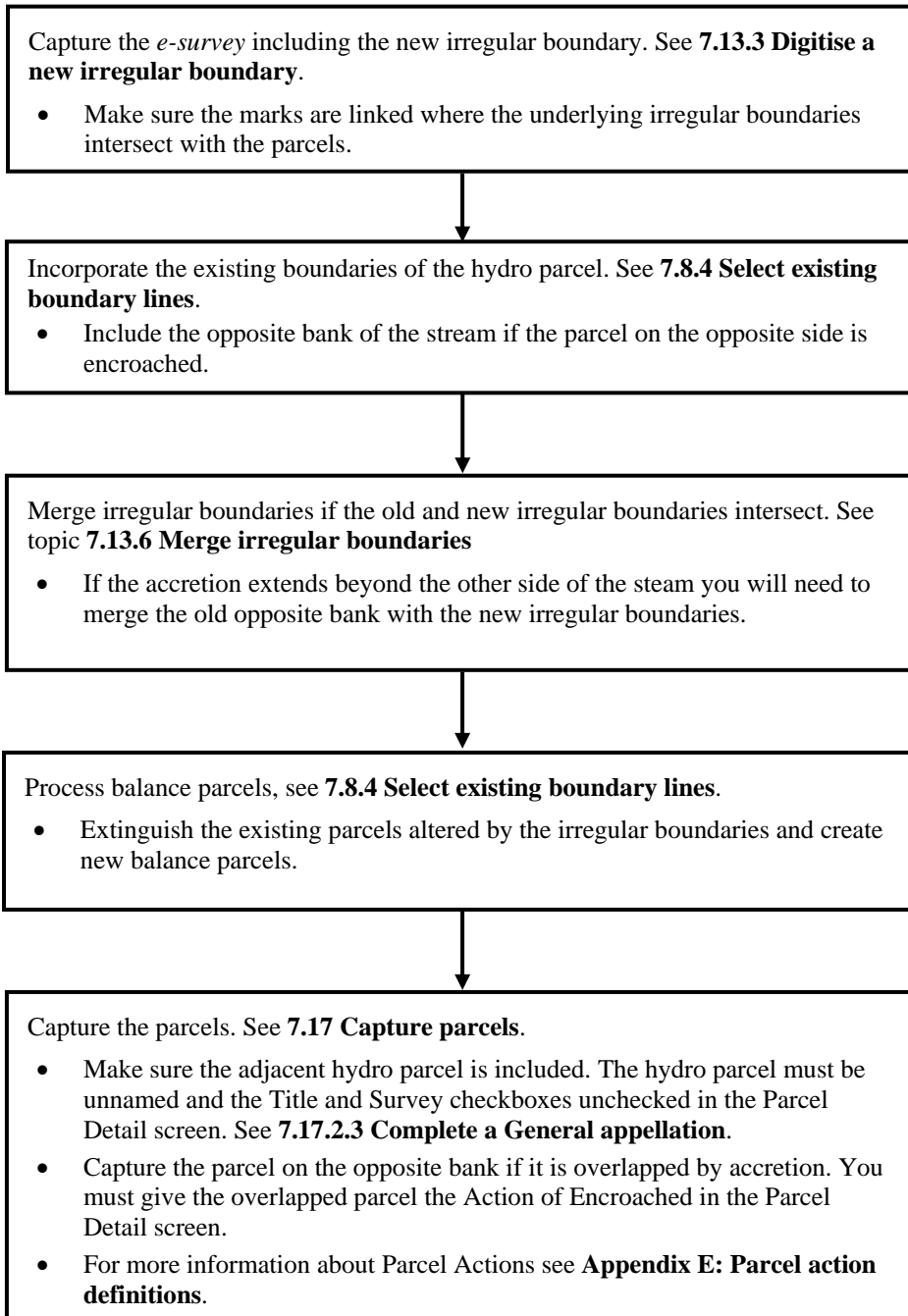
12 SPECIAL TASK OVERVIEWS IN LANDONLINE

12.1 Add a Survey Reference

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



12.2 Capture an *e-survey* involving accretion



12.3 Capture a multi class *e-survey*

Complete the Survey Header. See **7.6 Complete additional survey information**.

- Enter the Survey Class. Make sure it is the highest class. See **7.6.2 Complete survey header details**.

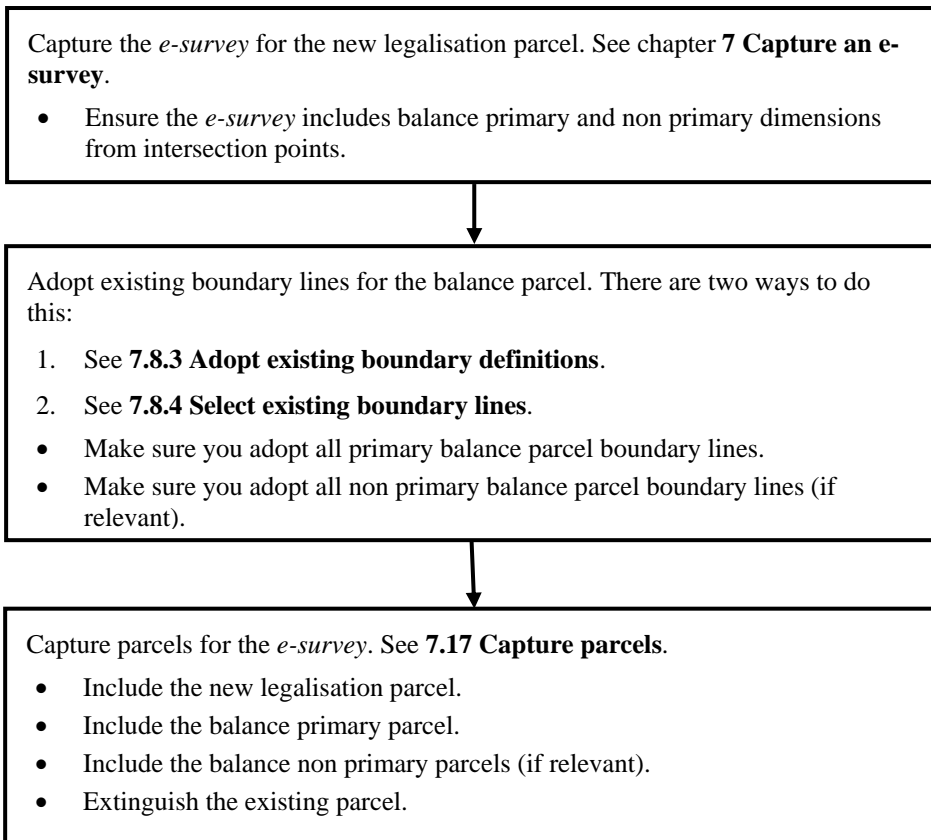


Capture your vectors. See **7.10 Capture vectors**.

- Capture all vectors in the default class. When all vectors are captured change the survey class from the default for vectors with a different class. You can change the class for multiple vectors at the same time. See **7.10.9 Apply one value to multiple vectors**.

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.



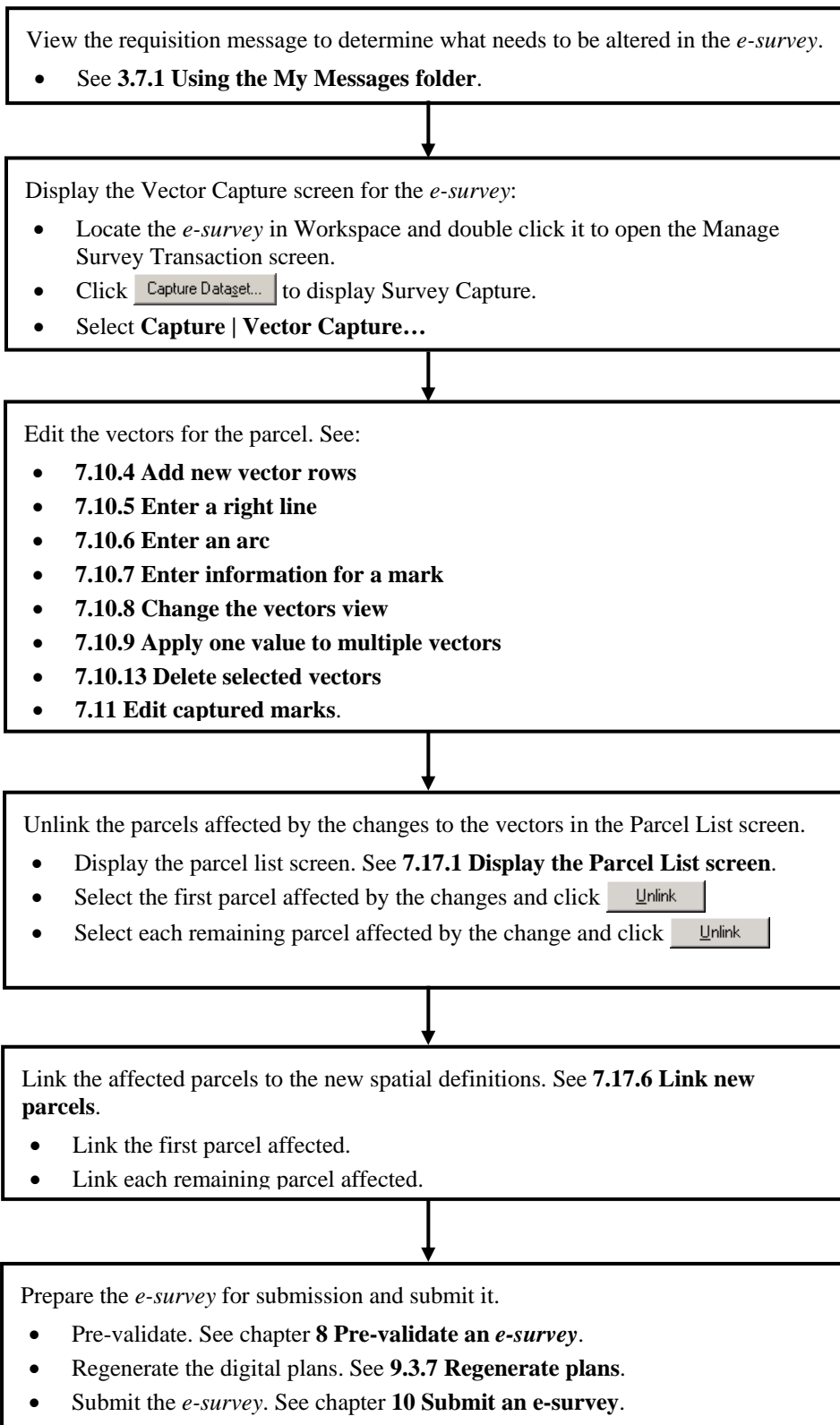
12.5 View an estimate of submission fees

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 Vector Capture screen

This process provides an example of an order you could use to capture vectors in the Vector Capture screen.

Before capturing vectors in the Vector Capture screen, adopt existing Landonline information from the Spatial Display.

