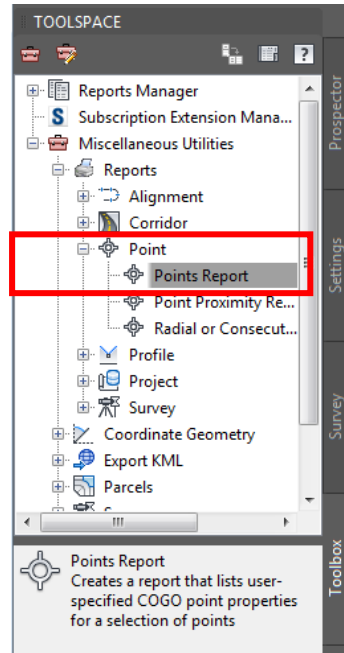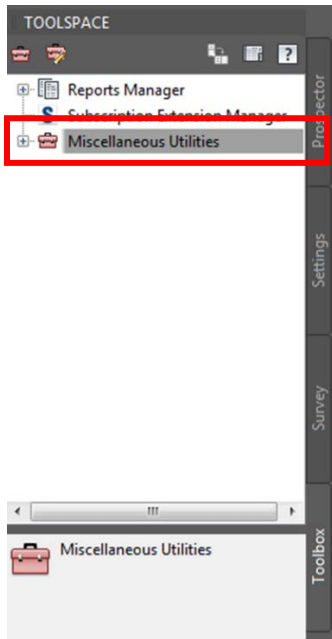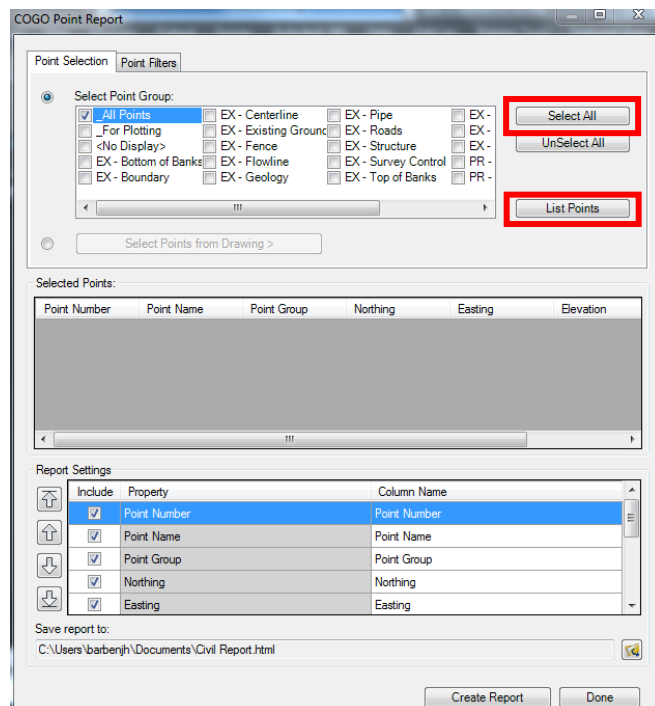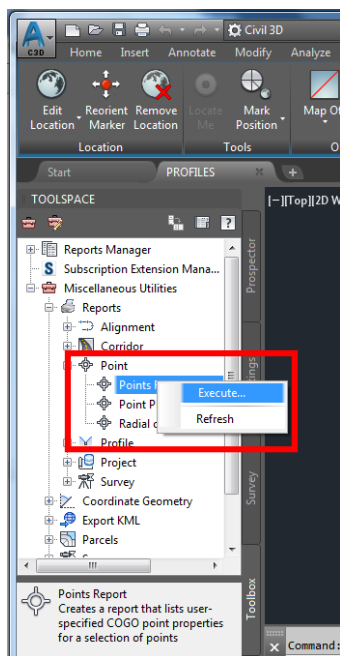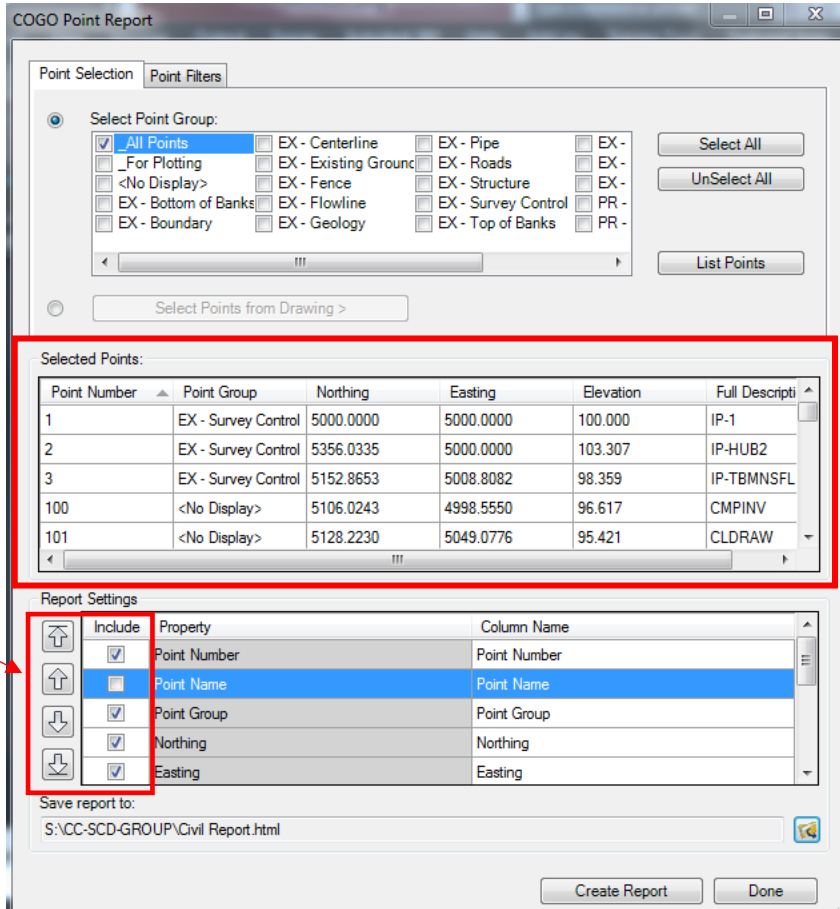# Create Point list using Toolbox

3/22/2019

1. Open Toolspace>Toolbox. Click on Miscellaneous Utilities. Expand Point | Points Report.

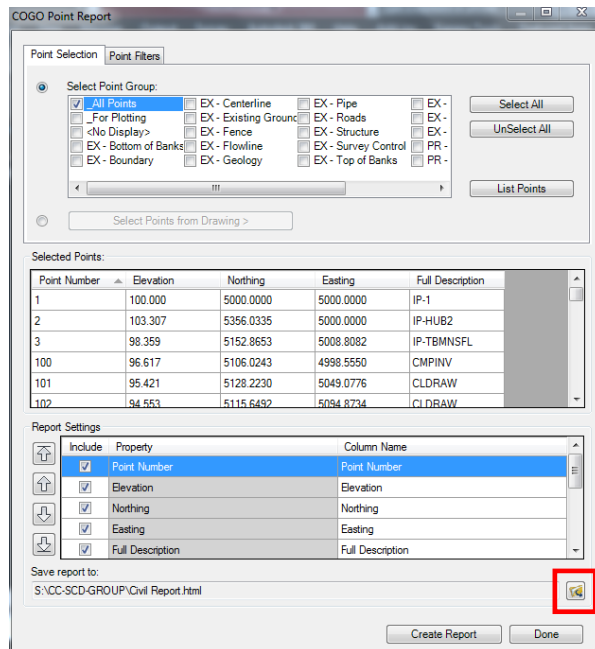2. Right click on Points Report and select Execute. Click Select All then List Points.

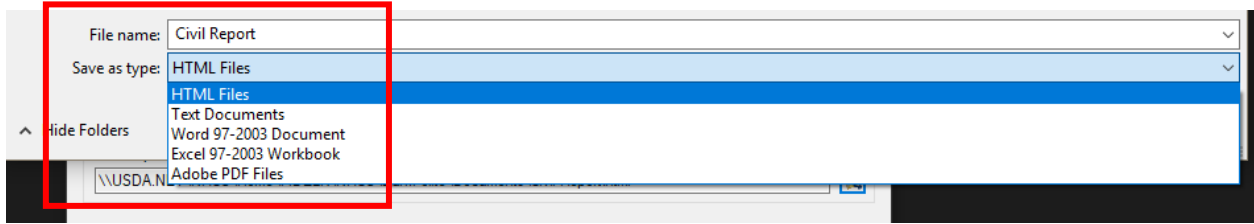3. Now your selected points will display. You can add and rearrange columns as needed.

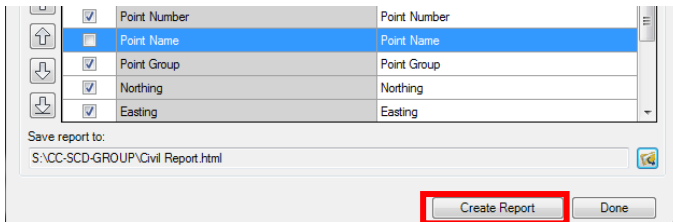Arrange Columns and What columns you want displayed

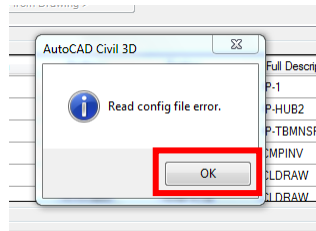4. Go ahead and select where you want to save the file.

5. Select the file type you want to save the report as and name it.

6. Click Create Report

7. If the error below appears, click OK.

8. Below is what should show as your point list. You can change any of the information as needed.