

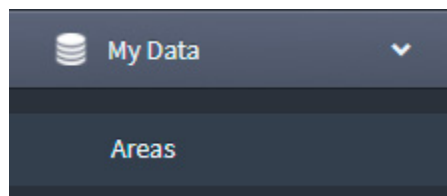
CREATE AN AREA BASED ON A STANDARD GEOGRAPHY USING A LIST

At the root of almost all analysis in ENVIION5 is an area. This can be in the form of trade area or a benchmark to compare to. The trade area can be a drive time or a ring or even a custom shape, but often it is based on a standard geography. This document will explain how to create areas based on standard geography using a list of names and codes.

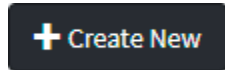
1. Create an Area from a Single Geography

Often you will need a single area to serve as a benchmark, or base, to which you can compare other geographies. This is usually the entire country or a single Province.

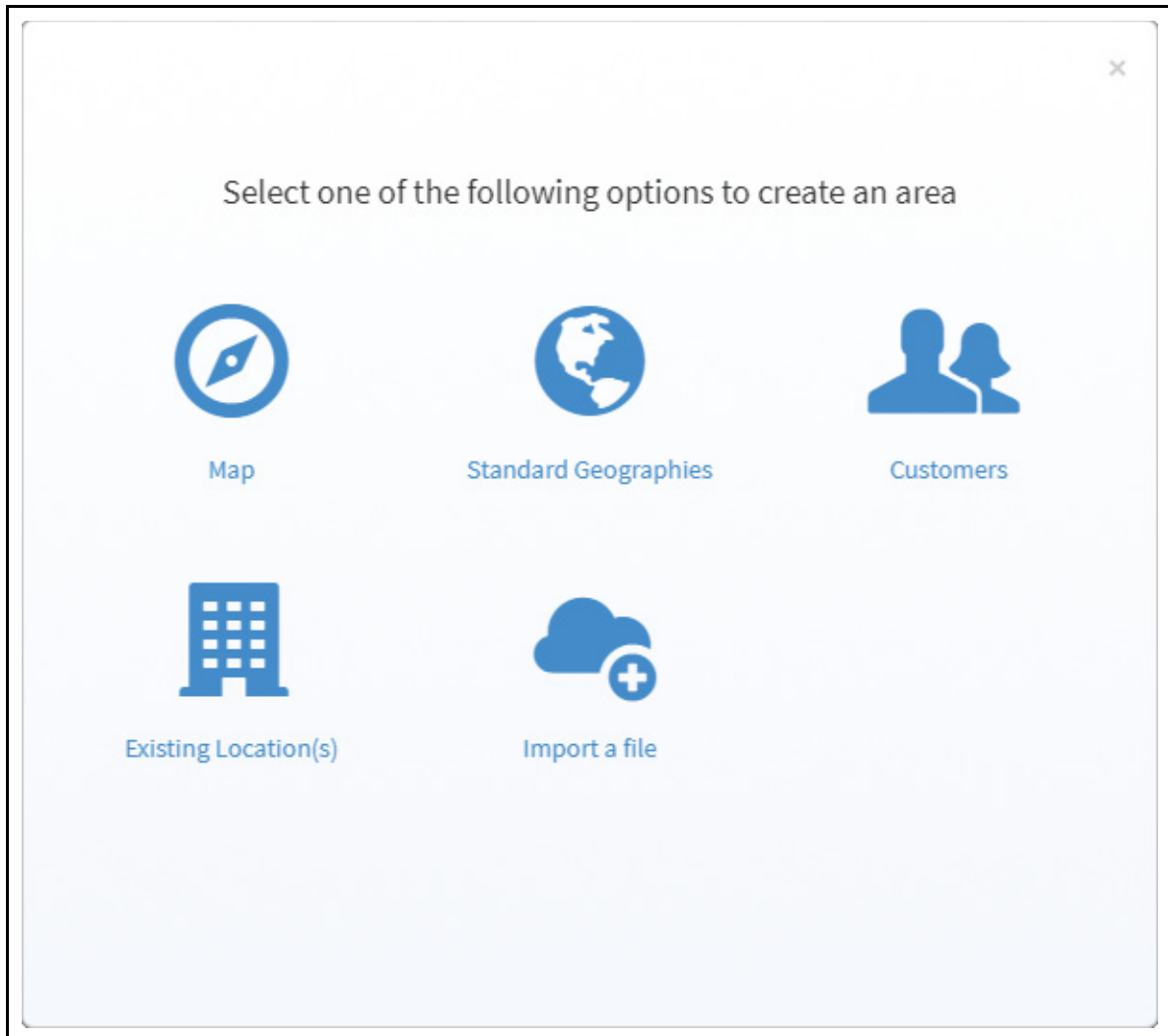
1. In the Side Panel, click **My Data** and then **Areas**.



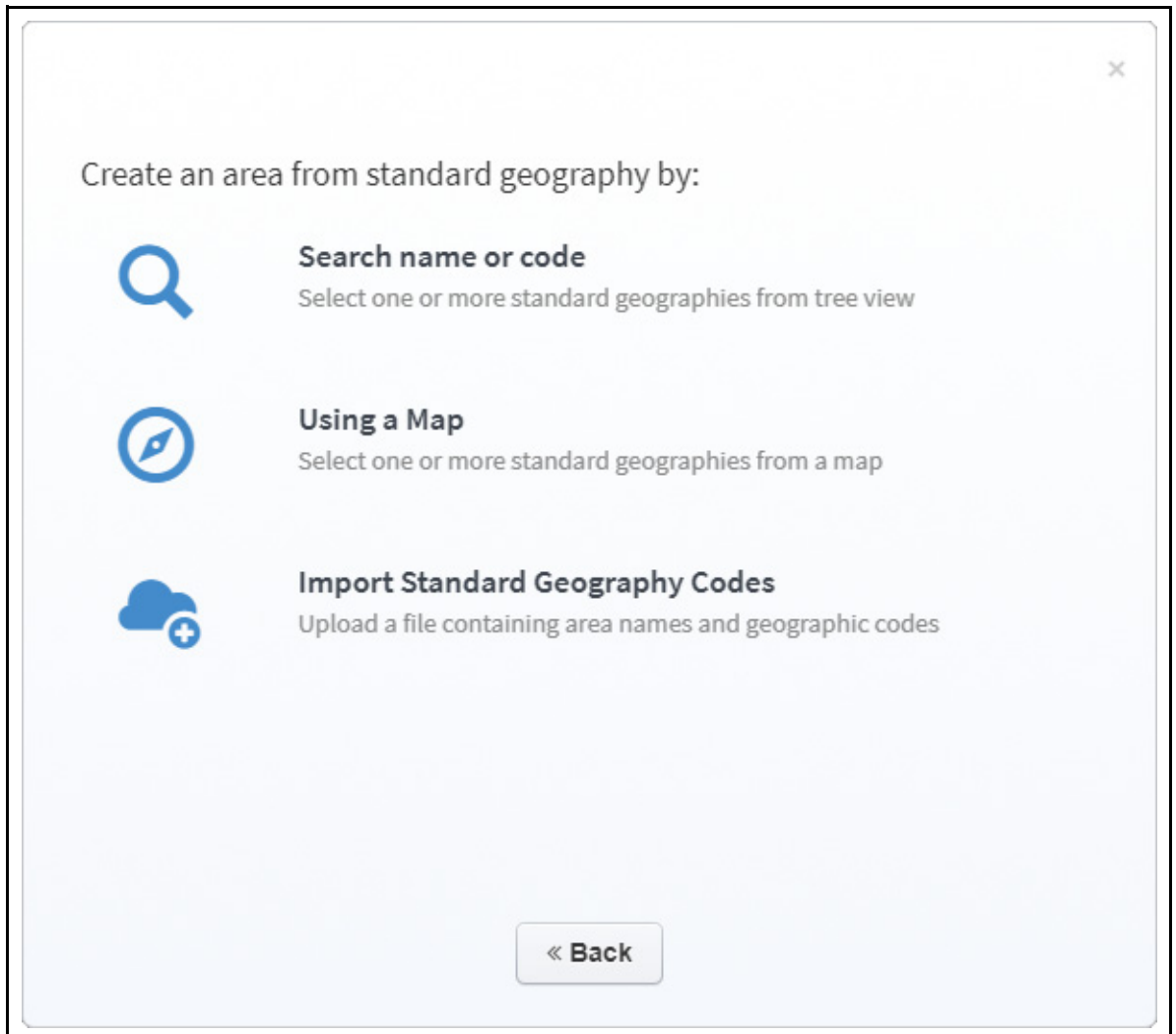
2. Click **Create New**.



3. Click **Standard Geographies**.



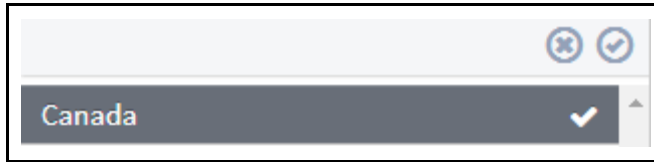
4. Click **Search Name or Code**.



Tiles for each level of geography appear.

5. Click Canada.

6. Select Canada in the list. You will know it is selected when there is a check mark next to it.



7. Click **Save (1 Selection)**.

You are now prompted to verify your selection.

8. Verify that you have the right geography selected and click Next Step.

You can change the name and add a description, but for the entire country, it is not necessary.

9. Turn the **Available in all Workspaces** switch on if you wish to use this area in all your workspaces. This is handy if you have a fairly common area such as the country that would potentially be used quite a bit in ENVISION.

✕

Please fill in the following information.

Area Name

Area Description

Tags

Available in all Workspaces

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[Create](#)

10. Click **Create**. You will see a status message indicating that the area has been saved.

11. To see the list of areas you have created, in the Side Panel, click **My Data** and then **Areas**.

2. Create an Area from Multiple Geographies

You can also combine multiple geographies into one area. The areas you choose do not have to be contiguous, but ENVISION will still treat them as one single area. This is useful when the area you wish to analyze is bigger than one single standard geography, but still smaller than your benchmark, or base, area. This example will combine a number of Census Divisions together to create a non-standard geography of the Greater Toronto Area.

1. If not there already, go back to the list of areas. In the Side Panel, click **My Data** and then **Areas**.
2. Click **Create New**.
3. Click **Standard Geographies**.
4. Click **Search Name or Code**.
5. Click the level of geography you wish to use. This example will combine Census Divisions.
6. Select the Province in which the Census Divisions are found. For this example, it is Ontario.
7. Select the five Census Divisions in the list that make up the Greater Toronto Area. They are: Durham, Halton, Peel, Toronto, and York.

Tip: You can also search for the name or code of the geography by typing it into the Search box.

Create an Area from Multiple Geographies

Search by name or code

All Geographies > Census Division > Save (5 Selections)

Province	Census Division
Alberta	Middlesex (ON), CTY
British Columbia	Muskoka (ON), DM
Manitoba	Niagara (ON), RM
New Brunswick	Nipissing (ON), DIS
Newfoundland and Labrador	Northumberland (ON), CTY
Northwest Territories	Ottawa (ON), CDR
Nova Scotia	Oxford (ON), CTY
Nunavut	Parry Sound (ON), DIS
Ontario >	Peel (ON), RM ✓
Prince Edward Island	Perth (ON), CTY
Quebec	Peterborough (ON), CTY
Saskatchewan	Prescott and Russell (ON), UC
Yukon	Prince Edward (ON), CDR
	Rainy River (ON), DIS
	Renfrew (ON), CTY
	Simcoe (ON), CTY
	Stormont, Dundas and Glengarry (ON), UC
	Sudbury (ON), DIS
	Thunder Bay (ON), DIS
	Timiskaming (ON), DIS
	Toronto (ON), CDR ✓
	Waterloo (ON), RM
	Wellington (ON), CTY
	York (ON), RM ✓

8. Click Save (5 Selections).

9. Verify that you have the right geographies selected.

You can remove an extra by clicking the x next to its name, but in order to add another you have to go back to the previous list.

Verify your geographic selections.

	Name ^	Code ⇅
⊗	Durham (ON), RM	3518
⊗	Halton (ON), RM	3524
⊗	Peel (ON), RM	3521
⊗	Toronto (ON), CDR	3520
⊗	York (ON), RM	3519

Cancel Next Step »

10. Click **Next Step**.

11. In the Area Name box, type a name for your new area.
12. In the Area Description box, type a description for your new area.
13. Add any tags if you wish.
14. Turn the **Available in all Workspaces** switch on if you wish to use this area in all your workspaces.

Please fill in the following information.

Area Name

Area Description

Tags

Available in all Workspaces

ON

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Create

15. Click **Create**. You will see a status message indicating that the area has been saved.

16. To see the list of areas you have created, in the Side Panel, click **My Data** and then **Areas**.

All of your areas are now available to be used in analysis in ENVISION.