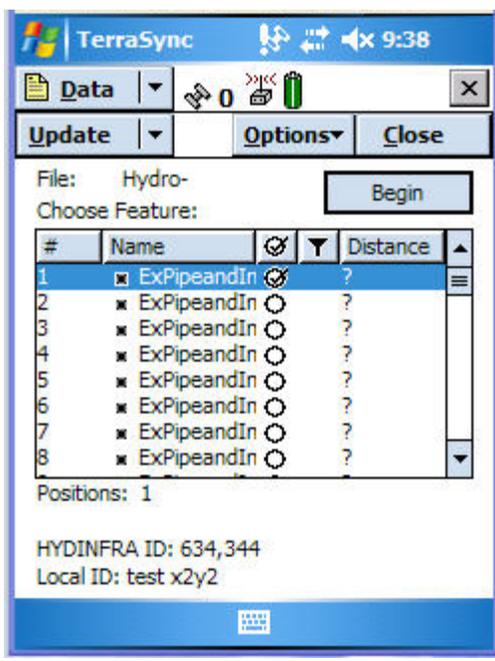


HYDINFRA INSPECTION USING IMPORT (.IMP) FILES WITH TERRASYNC AND TRIMBLE GPS

1. Transfer the .imp (import) data file onto the GPS unit. The Import file has data for existing HydInfra pipes, structures and special structures. After 7 days, Trimble data files won't allow edits, so transfer data to PC and download a copy of the import file once a week.
2. Transfer the most current HydInfra data dictionary onto the GPS unit.
3. Click Start button.
4. Choose TerraSync (wait a few seconds while it opens).
5. In TerraSync, click Status button and choose Data.
6. Click on the New button and choose Existing from the menu.
7. Choose the .imp file that you transferred and click Open. (Confirm the antenna height if asked).
8. The list of existing pipes comes up.
9. Click on Distance, to sort by the nearest pipe to the farthest. (Change Units to feet in the Setup menu if needed, find Setup under Data button).
10. **Open Map** by clicking the Data button.



11. Click Options button and choose Auto Pan to GPS Position.



12. Choose **Zoom In** from top left menu to click and drag a box to zoom to the pipes you will inspect.

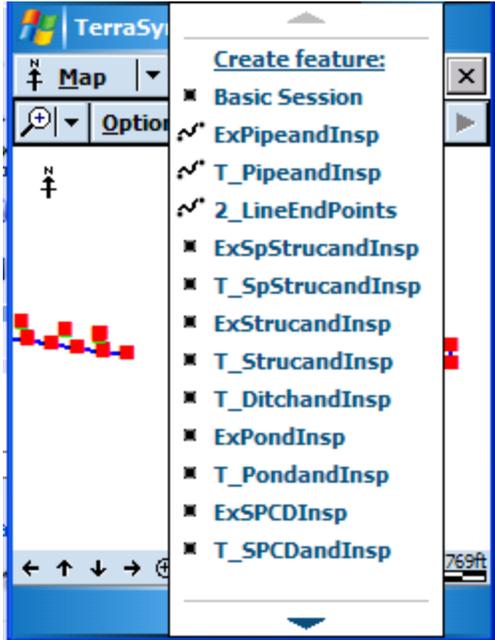
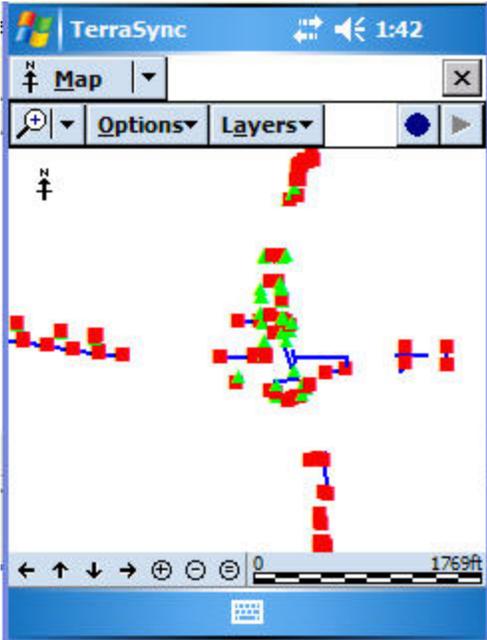
13. Zoom tools at bottom of screen are similar but different.



14. **Click the big dot button**  **and choose Basic Session to start your data file** (Basic Session is only needed once, at the beginning of the file. It adds information to each of the following features).

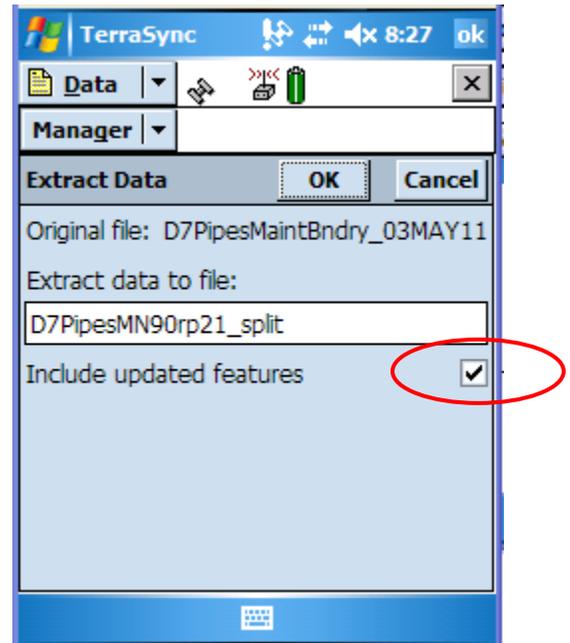
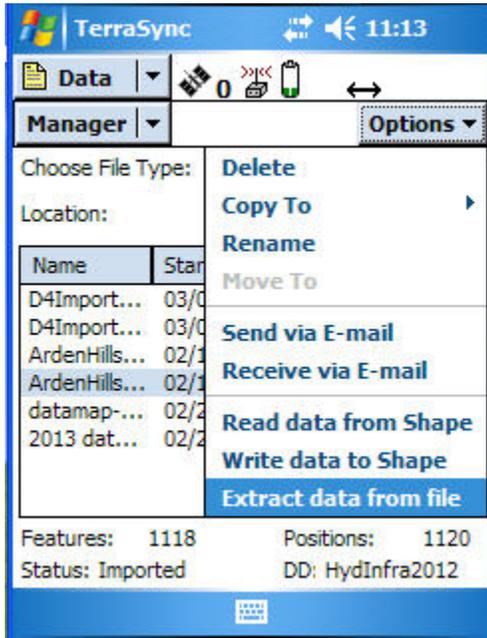
15. Click Data button again and watch the distance as you go to the nearest pipe. When you are on it, click on the listed pipe and click Begin button.
16. MAKE SURE YOU HAVE THE RIGHT PIPE.
17. The ExPipeandInsp record opens, with the Pipe ID and previous inspection data loaded. Change the data to reflect current pipe conditions. Enter data in the blank fields. Use the Inspection Comment to describe oddities.
18. Scroll to the top and check that "Mark as Updated" has a check mark next to it. Only the checked pipes will get updated in HydInfra.
19. Click OK to save and close the updated feature.
20. Add a New Feature from

Map view – click dot  to open features types menu (new features begin with "T_")



21. Instructions to Extract the edited and new features from the import file –

- a. Close the Import file.
- b. Go to Data and File Manager and highlight the Import file
 - o Click on Options button and choose “Extract data from file”.
 - o Name the _split file by Hwy number and reference point. Keep the “_split” in the name.
 - o Check **“Include updated features”**
 - o Click OK (this will take a few minutes if original file includes all District pipes).
- c. The **extracted pipes will be removed** from the original import file and saved in the “_split” file.
- d. Always RENAME the _Split file if you extract a second time from the Import file, or **you will overwrite your data!**



22. **Transfer the file to your PC and process it like a normal field file.** Sometimes the extracted file won't transfer or won't open. If this happens, go back to File Manager on the GPS unit and extract from the **previously extracted** _split file to get a split_split file. Don't use the original Import file. Be careful – see 21 d. above. (Thanks to Patti Wallin-Johnson D3 for coming up with this solution).

23. Pathfinder Office **hif ASCII export setup** must have this setting on the Data tab: “Export New and Updated Features” (otherwise every uninspected feature will be exported).

