



GPS Data Collector to PC – Download Field Data Files

At least once a week, Inspectors should download the field data files to a PC so that they can be saved and uploaded to the HydInfra database. The following steps allow the Inspector to connect the data collector to the PC and then transfer the files to the PC or a server to save them:

Before transferring GPS files, these 2 programs must be loaded onto PC:

- **ActiveSync**
- **Trimble Data Transfer Utility**

You will need administrative rights to your PC to load software – contact your MIS person to load it if necessary. Newer Trimble data collectors including the GeoXT, GeoXH and the TSCE require ActiveSync to make a connection to a computer. Trimble Data Transfer Utility is free software to transfer GPS data files onto PC.

ActiveSync software download:

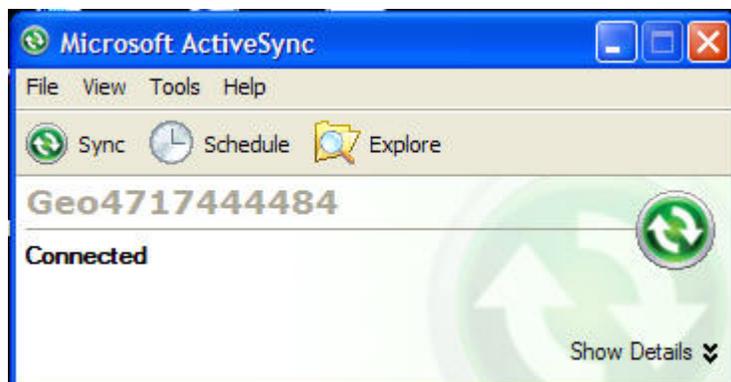
<http://www.microsoft.com/en-us/download/details.aspx?id=15>

Trimble Transfer Utility software download:

<http://www.trimble.com/datatransfer.shtml>

Connect the GPS Data Collector to PC (needs ActiveSync software)

- 1) Connect data cable from Data Collector to USB port AFTER logging into computer. An ActiveSync window may appear automatically. (If not, look for an icon, at bottom right of your PC screen that looks like a green disc with white arrows chasing each other).

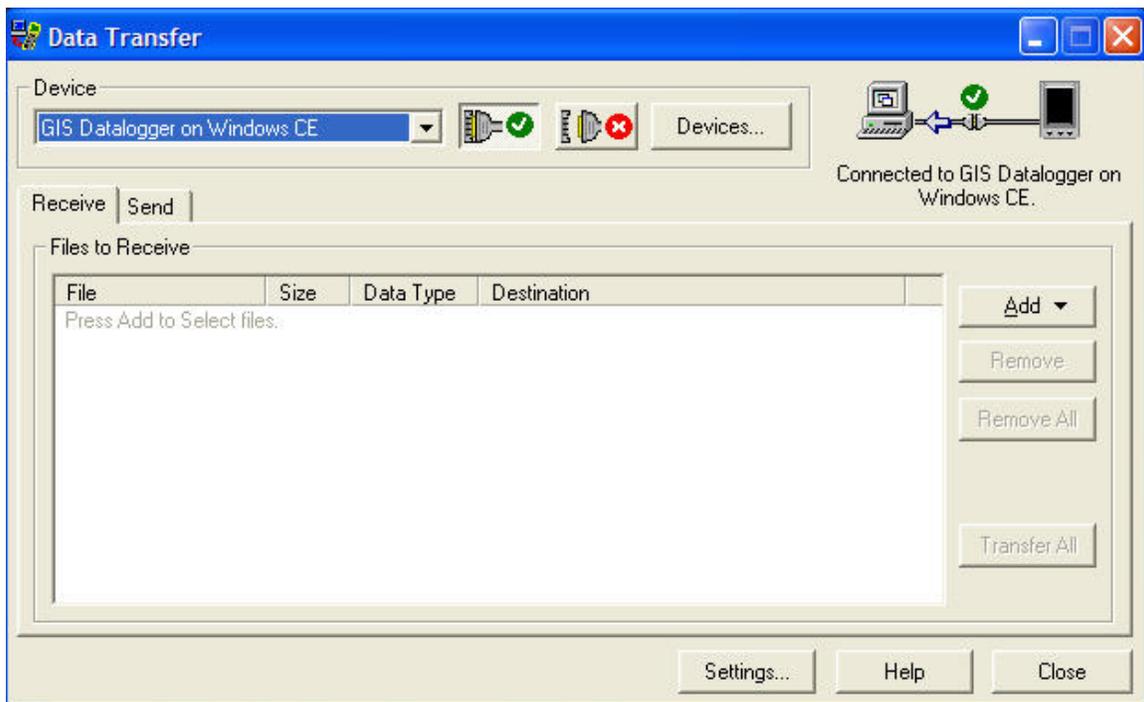


- 2) If the ActiveSync connection doesn't happen, BE PERSISTENT.
 - a. Turn on the GPS unit.
 - b. Check that your USB wire is attached properly

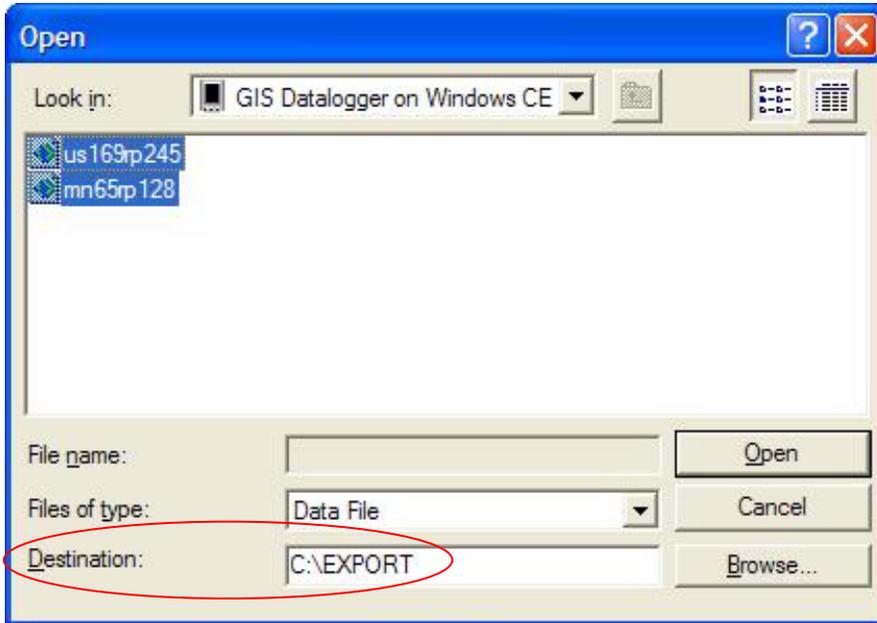
- c. Check that the GPS unit is seated in the cradle.
- d. Unplug the USB wire and plug it in again -- wait only 5 seconds for the chime that indicates a connection has occurred.
- e. After 5 seconds unplug and plug in USB again. Repeat several times and the connection will occur within 5 repetitions.
- f. If not, re-boot your PC and if necessary, unplug and plug in the USB again.
- g. If that doesn't work ask your MIS person to reload ActiveSync.

Transfer Data Files from Data Collector to PC with Trimble Data Transfer Utility

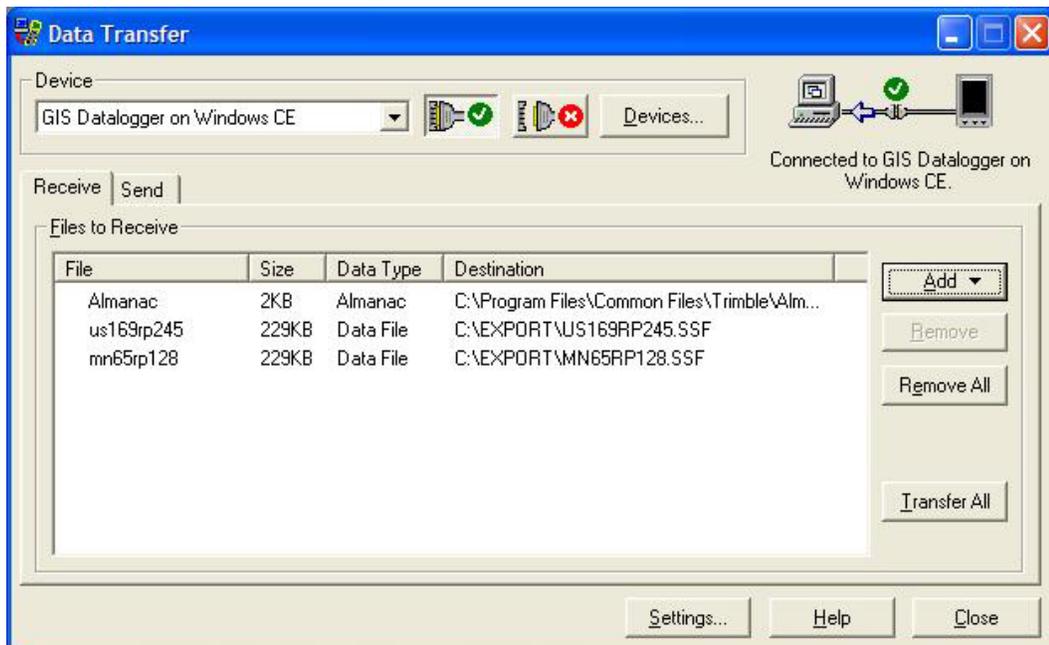
- 1) Open Data Transfer Utility (double-click on the icon)
- 2) A message: "Connecting to device" will show as the Transfer software tries to connect
- 3) A message: "Press Add to Select Files" appears in the white area under "Files" heading when the connection has been made.



- 1) Click on the Receive tab (at left above the white area) to designate that the PC will receive the files rather than send
- 2) Click the Add button and a list of file types will appear. Choose "Data File" from the list, and the Open window appears.



- 3) Set Destination as your own District's server location (N:, J:, S: and the HydInfra Directory that your District has chosen)
- 4) Click Open to accept all the files for transfer. Or you can click on a file name to select a single file name, or use CTRL click to choose a number of individual files that you wish to transfer, then click open.
- 5) The Data Transfer window will now have those files listed.



6) Note the **Destination** column heading which tells where the file will be saved to.

7) Click the **Transfer All** button and the files will be saved to the Destination listed (a message that files were transferred appears).

Open an Explore window  to see the files that your files went to the directory that you think you designated.

