
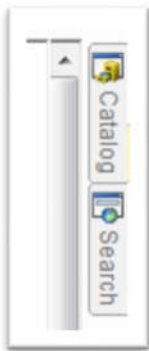



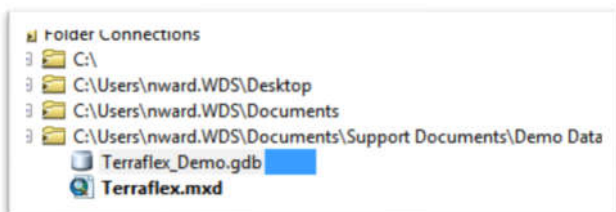
## Import Excel into ArcGIS to Export to Terraflex

This guide assumes user has an installation of ESRI ArcGIS,  
Trimble Terraflex ArcGIS Add-in, and a Trimble Terraflex subscription

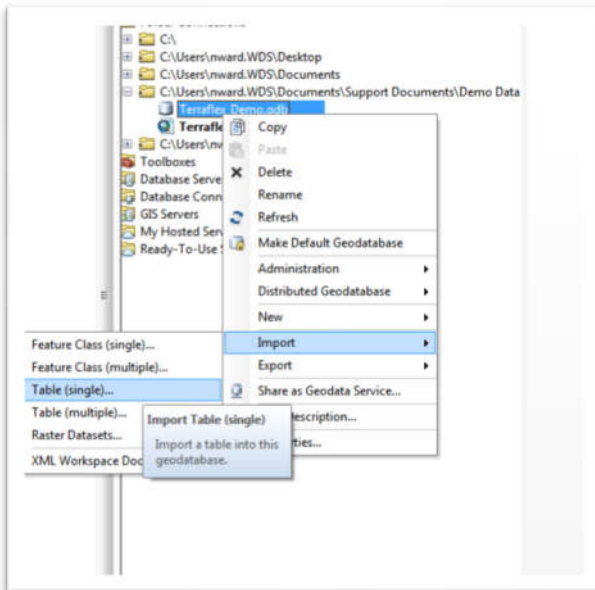
1. Open ESRI ArcMap
2. Open a “Blank Map”
3. Save the .mxd as desired. In this example, we will use “Terraflex.mxd”
4. Click to open ArcCatalog on the right side of screen or use the  button on the toolbar



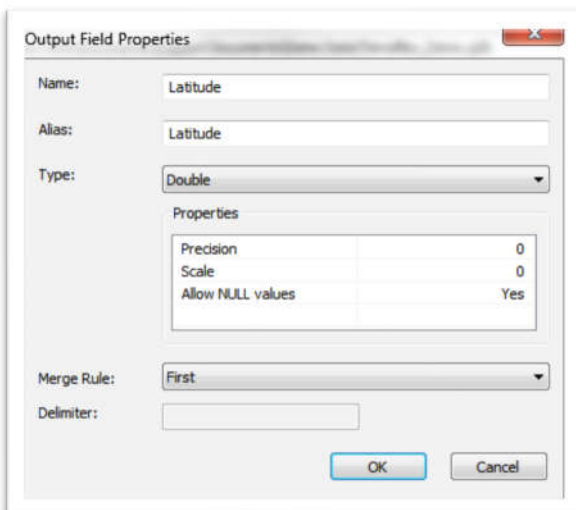
5. If a folder connection has not already been created to where your geodatabase is stored, click the  button to set the pathway to the geodatabase.
6. The geodatabase in this example is “Terraflex\_Demo.gdb”. You should see something similar matching the name of your .gdb as shown below



- Right click on the geodatabase, go down to “Import”, and then click on “Table(single)...”

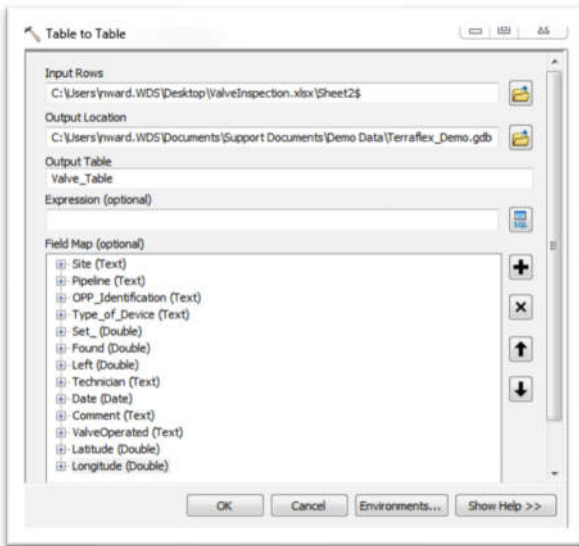


- Set the “Input Rows” to the Excel table. You will have to set it to the actual sheet within the excel. We will be using a “Valve Inspection” table that includes a Latitude/Longitude field. The “Output Location” should default to the .gdb. The “Output Table” will be the name of the table.
- The “Field Map” section will outline the field types for the data import. Double check these to ensure they are setup properly. In our example, we need to switch our Latitude/Longitude fields to “Double” instead of “Text”.
- Right click on the “Latitude” field, and click “Properties...”. Change the “Type” setting to “Double”



11. Click “OK”, and repeat the process for “Longitude”

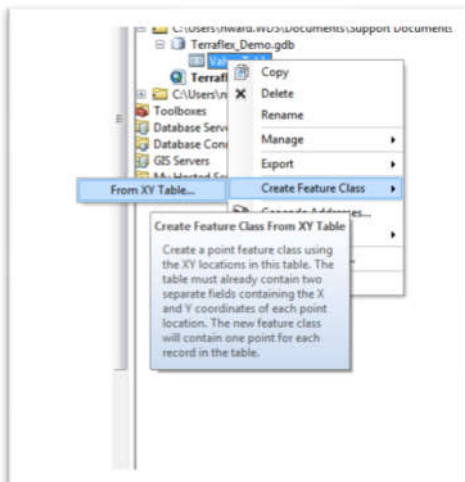
12. Your “Table to Table” menu should now look similar as shown below:



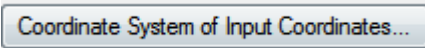
13. Click “OK”. ArcMap should complete the process, and a table should be created in your geodatabase.



14. Right click on your new table in the geodatabase, click on “Create Feature Class”, and “From XY Table...”




15. Ensure the X field is set to Longitude and Y field to Latitude.


16. Click  and select the desired coordinate system. In this example we will use WGS 1984.

17. Ensure your output is set to the geodatabase, and is set to a feature class in the “Output “ section. You should also name it at this time. We will use “Valve Inspection”. Click OK.
18. ArcMap should create a feature class in your geodatabase as shown below

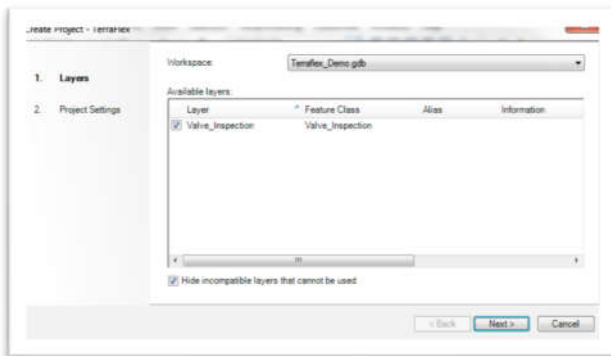


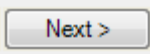
19. Delete the previously created table.
20. Click and drag your new feature class into the map. You should be able to open the attribute table to view the data was brought over.
21. Save the mxd.
22. Click the  icon on the TerraFlex add-in to open the project manager.

23. Click 

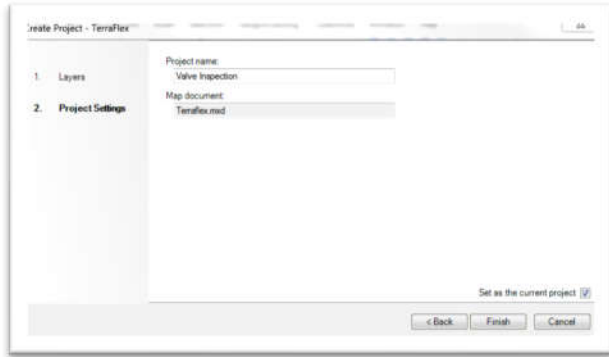
24. Set a transformation if needed. Since we used WGS 1984, it is not require. Click 

25. Ensure your available layers shows the newly created feature class. In this example it was “Valve\_Inspection”



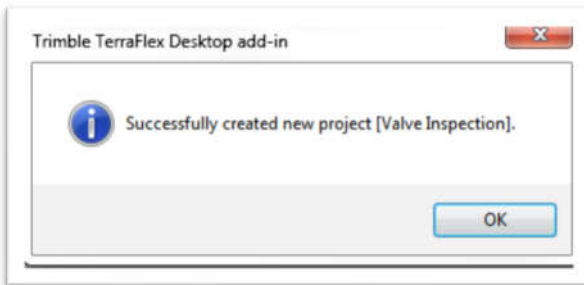
26. Click 

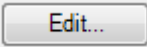
27. Name your project as desired. In this example, we will use “Valve Inspection”, and click the check mark to set as current project in the bottom right corner.




28. Click 

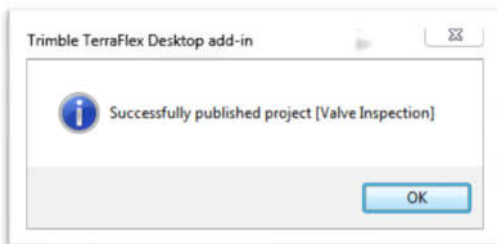
29. You should receive a success message. Click OK




30. The new project will be added to the list and highlighted in green since it is the current project. Click to highlight it, and click . Wait for the add-in to make connection with the Trimble In-sphere server.

31. Once it connects, and you are happy with the project, click . There may be a short delay while it pushes the data out to the server.

32. You should receive a message once publishing is successful. Click OK



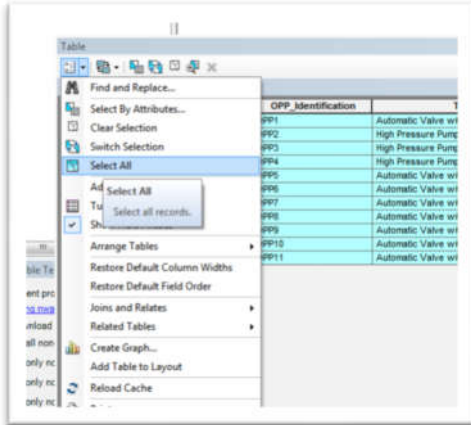
33. You may close the “Edit Project” and “Project Manager” windows.

34. Click the  button to open the Terraflex Desktop Add-In.

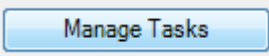
35. Since this data has no spatial location, the only way to push it out for GPS locating is through a task.

36. Right click the layer in the “Table of Contents” and click to “Open Attribute Table”

37. Use the “Select All” function or select your individual objects as desired.

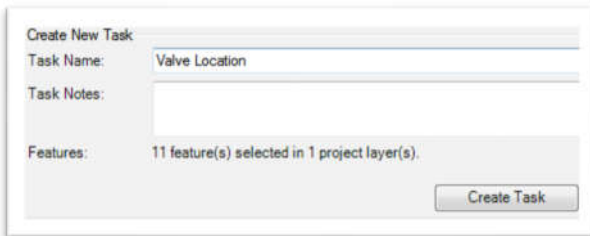


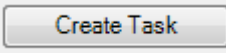
38. Exit the attribute table.

39. Click on  in the Terraflex Add-In.

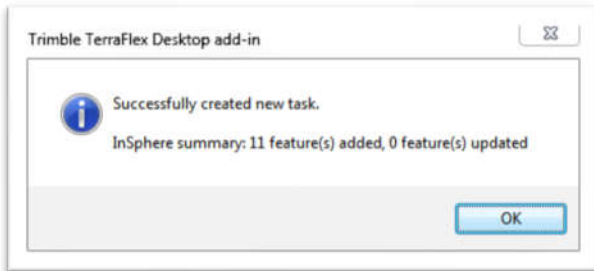
40. Name the Task. In this example we used “Valve Location”. Enter a “Task Note” if desired.

41. This window should show the number of features you selected in the attribute table. In this example, we selected 11.



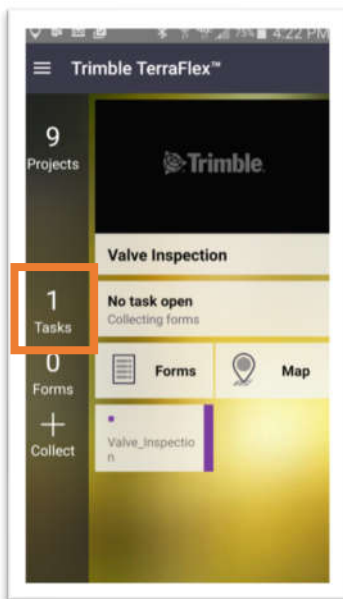
42. Click 

43. There will be a short delay while the data is pushed to the InSphere server. You should receive a success message



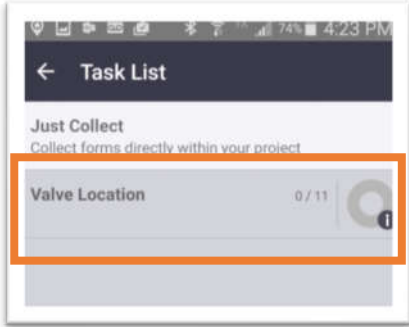
44. Open Terraflex on your handheld device and log in if necessary.

45. Switch your project over to match the project setup. In this example, it was "Valve Inspection". There should be 1 task available.

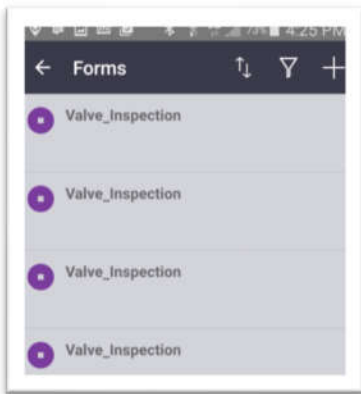



46. Tap on the "1 Tasks" to open the "Task List"

47. Tap on your created task. In this example it was “Valve Location”



48. The “Valve Location” task should open, and 11 Forms should be available. Tap on “Forms” to view the features for update



49. You should see the 11 Features on a list. Tap on the desired one, and tap the  icon to open the “Valve Inspection” form.

50. Update the form as normal, adding a GPS location to the feature. Tap the  to save the update.

