



Spectra Precision Central



User Guide

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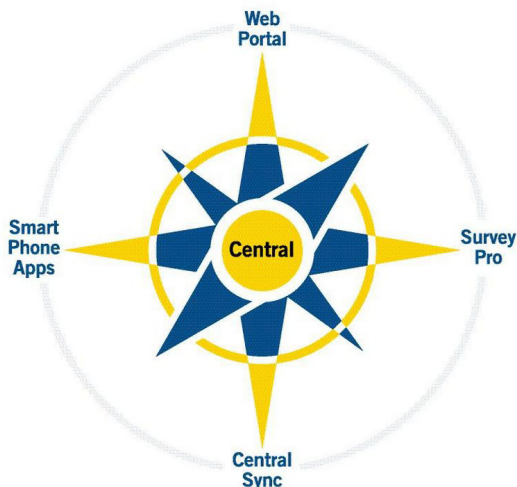
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Introduction

Spectra Precision Central is a system designed to make your survey data available everywhere you need it, whenever you want it.



At the center of the system is a *cloud file synchronization server* (“cloud”) that keeps all of your company’s files synchronized across all of your field devices (data collectors, etc.) and office computers. These files are accessible anytime from anywhere using the components described below.

Spectra Precision Central consists of four components:

- A **Web Portal**
- **Survey Pro Sync** (on your data collector with **Survey Pro**)
- **Central Sync** (on your computer)
- **Survey Pro Central** for iOS and Android (**Smart Phone Apps**)

Web Portal

As the administrator of the cloud, you will use the *Web Portal* to create an account for your organization (“organization account”). You will need the serial number of one of your devices running Survey Pro with a valid warranty to complete this step.

To start this step, simply go to:

<https://spectraprecisioncentral.com>

Having signed in as the administrator of your organization, you will then be allowed to create user accounts for the different members of your team. Users will in turn be emailed the name of the organization they belong to, as well as their personal user name. They will each choose a password to complete the user registration process.



Survey Pro



Starting with version 5.5, the **Survey Pro** field software supports Spectra Precision Central. That means file synchronization between devices running Survey Pro with a valid warranty and the cloud will be achieved by **Survey Pro Sync**, provided the following conditions are met:

- Each device is connected to the Internet via a modem, Wi-Fi or external device (e.g. cell phone).
- While running Survey Pro on the data collector, field operators have signed in to Central by entering the credentials of their personal user account.

With these two conditions met, any files that a user saves in the \Survey Pro Jobs folder will be synchronized to the corresponding device folder in the cloud, and on all connected computers (see **Central Sync** below).

Similarly, any files placed in the device folder on the cloud will automatically be downloaded to the device's *Survey Pro Jobs* folder.

The user can choose to sync any time there is a data connection (cellular), when Wi-Fi only is used, or manually by tapping **Sync**.

Central Sync

This is a software application running on a computer. **Central Sync** can be installed on a computer when installing Survey Pro on a field device using this computer. Central Sync can also be downloaded from:

<https://www.spectraprecisioncentral.com/install/sync>



After signing in as a registered user and selecting a folder to be the root folder synced to the cloud, this application will run in the background to keep the contents of the local sync folder updated to the cloud.

Simply place a file into any folder under this location, and it will automatically be uploaded to the cloud in the corresponding folder.

Similarly, if any user updates a file to the cloud, it will be downloaded and synced to the corresponding folder on the computer.

Smart Phone Apps



On your mobile device (Android, iOS), you can get the Survey Pro Central application from the iOS App Store or from Google Play.

Once you have signed in as a registered user, this application will allow you to browse and open files from the cloud file collection.

You can open any *.survey* file created in Survey Pro and see the points on a map, view the list of points, and review the raw data records from the field survey.

You can also open many other types of files on your mobile device using the built-in file preview function, or third-party applications you have installed.

Getting Started With Spectra Precision Central

Web Portal: Creating an Organization

This task is the administrator's responsibility.

1. Using a computer and a web browser, open the Web Portal:
<https://SpectraPrecisionCentral.com>
2. Tap on the green **Register Now** button. This opens the **Register Organization** web page.
3. Enter the following information:
 - **Display Name:** Enter a user-friendly name for your organization. This will be the display name used for the organization.
 - **Organization:** Enter an ID for your organization (Caution, space and apostrophe characters are not allowed). This will be the identity used for login.
 - **Administrator Email:** Enter an email for the administrator. Confirm this email in the field underneath (**Confirm Email**).
 - **Description:** Enter a short description for your organization (optional).
 - **Device Serial Number:** Enter the serial number of a Spectra Precision Survey Pro licensed device. **You must have at least one field device with a valid warranty to create a Spectra Precision Central account.**
4. Click on **Register** to submit your registration. A new web page is displayed informing you that your registration is being verified. A confirmation email is sent to the email address you mentioned while registering.
5. Click on the link in the email you have received to complete the registration process for the "admin" user. This opens a new web page.
6. Check the box if you agree with the terms and conditions of use and then click on the **Register** button.
A new web page opens up to confirm that the organization registration is now complete. Another email is sent to the same address to confirm the validity of the registration.

Web Portal: Creating Users

This task is also the administrator's responsibility. A user account needs to be created for each member in your organization. To create a new user account, sign in to the Web Portal with the administrator account you just created, then:

1. Tap on the **Users** link at the top of the page. You should see a list of users, currently showing only the *admin* user that was created with the organization.

2. Tap on the green **Create New** button.
3. Enter the user's first name and last name, along with a username and the user's email address.
4. Tap **Create** to send the confirmation email to this user. When the user clicks the link in the confirmation email, a password will be requested to finish creation of the account. The user will freely choose a password and make sure it can be remembered.
5. Repeat the process to create user accounts for all of the members of your organization, including a regular user account for the *admin* user.

First Name	Last Name	Username	Email	Last Sign in	
Bob	Plumb	BobPlumb	Bob_Plumb@XYZSurvey.com	9/23/2014 9:09:18 PM	
Organization	Administrator	admin	Bob_Plumb@XYZSurvey.com	9/23/2014 9:09:40 PM	
Rock	Therod	RockTheRod	Rock_Therod@XYZ_Survey.com	Resend Verification Email	

The Users page can also be used to view, edit or delete user accounts (using the blue, green and red buttons respectively), including changing the email address of the administrator.

NOTE 1: Adding users to an organization is the administrator's sole responsibility. Adding devices is done indirectly by asking every user to run Survey Pro on their field device and then sign in, using their personal user account. As a result, the serial number of their device will be added to the list of devices managed by the organization account. This is explained further below.

NOTE 2: Registered users other than the administrator may connect to the organization account through the web portal. They are allowed to view the list of users and devices in the organization, and upload or delete files to/from the cloud (Click on the **Files** tab in the top blue banner). Remember only the administrator can make changes into the list of users.

NOTE 3: The administrator is advised to create a "regular" user account. Although the administrator can use the admin account for day-to-day purposes, it is recommended that the admin account be used only for admin role purposes.

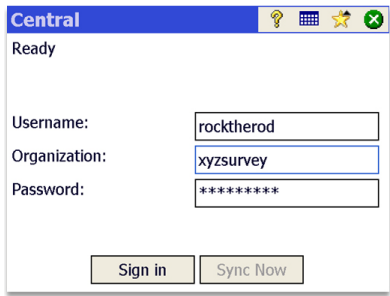
**Survey Pro:
Connecting &
Registering
Devices,
Syncing Files**

Now that the company has a Spectra Precision Central account and users were defined in the organization, field operators are ready to connect their Survey Pro devices to begin syncing files from their devices to the cloud. Each user should follow these steps:

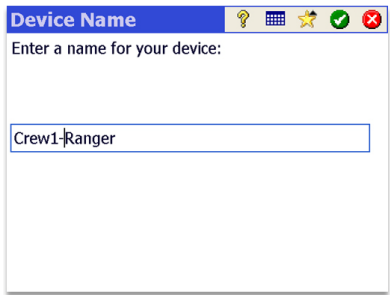
- 1. From the Survey Pro command bar, tap the on the Spectra Precision Central Icon:



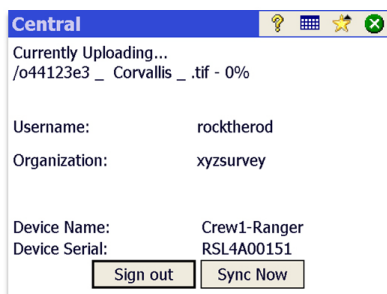
- 2. Enter your user information. The first two parameters (**Username**, **Organization**) were provided by the administrator via email, and you chose the third one (**Password**) when confirming the registration via email.

A screenshot of a software dialog box titled "Central". The dialog has a blue header bar with the title "Central" and four icons: a question mark, a calendar, a star, and a close button. The main area is white and contains the text "Ready" at the top. Below this are three labels: "Username:", "Organization:", and "Password:". Each label is followed by a text input field. The "Username" field contains the text "rocktherod". The "Organization" field contains the text "xyzsurvey". The "Password" field contains a series of asterisks "*****". At the bottom of the dialog are two buttons: "Sign in" and "Sync Now".

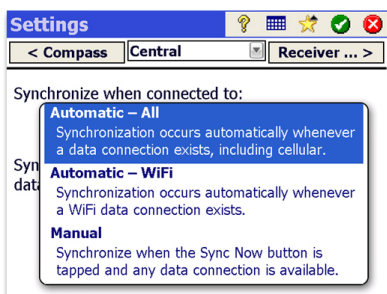
- 3. Tap **Sign in** to connect your device to the organization account.
- 4. The first time you do this, you will be prompted to provide a name for the device. The default name will be that of the device type, plus the last four digits of the device serial number, such as "Nomad1234". You can change this to any name you would like for the device.

A screenshot of a software dialog box titled "Device Name". The dialog has a blue header bar with the title "Device Name" and four icons: a question mark, a calendar, a star, and a close button. The main area is white and contains the text "Enter a name for your device:" at the top. Below this is a large text input field. The field contains the text "Crew1-Ranger".

When you are signed in, Survey Pro's Central screen shows your sign-in status, and any current file sync activities going on in the background.



5. Go to **Job > Settings > Central** to choose the sync rules, that is, the frequency at which file synchronization will take place (i.e. between the cloud and the device).



There are three settings available:

- **Automatic:** Will sync files as they are updated any time a data connection is available. Use this setting when you need to keep your files up to date in real time, and when you don't mind using mobile data bandwidth to do so.
- **Automatic - Wi-Fi:** Will sync files as they are updated, any time a Wi-Fi data connection is available. Use this setting to have all your files automatically synced when your field device is connected to Wi-Fi.

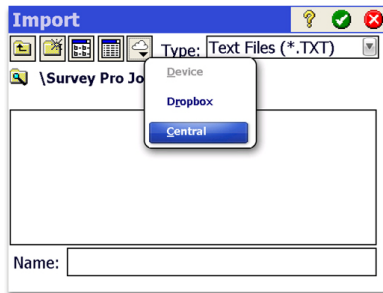
Note that when your device has Internet via a USB connection to your computer with Windows Mobile Device Center (ActiveSync), this is considered equivalent to using Wi-Fi in terms of automatic syncing rules.

If you are using a hotspot, such as a cellular data MiFi device, the Windows mobile data collector will recognize this as a Wi-Fi connection, and the Wi-Fi sync rules will apply. Therefore you will consume mobile data bandwidth if **Automatic - Wi-Fi** is selected and you are connected to your MiFi hotspot.

- **Manual:** Will sync files only when you tap the **Sync Now** button, and you have a data connection available.

You have now configured your device to connect to the organization account. The *\Survey Pro Jobs* folder from this device will be synced with the corresponding folder in the cloud, and any files placed in this folder on the cloud will be synced to the *\Survey Pro Jobs* folder on the device.

6. In addition to the automatic synchronization of all files in the device's *\Survey Pro Jobs* folder, you can also browse to and open files from any location in your cloud account from within Survey Pro.
7. From any Survey Pro “file open” or “file save” screen, tap the cloud icon to select the file system you are interested in. You can select the device file system, Dropbox, or Central.



Files that you open from any cloud location will be copied to your *\Survey Pro Jobs* folder.

IMPORTANT! Any changes to such a file will be synced up to the cloud into the *Devices\<TheDeviceName>\Survey Pro Jobs* folder, and not into the folder that was the source of the original file.

NOTE: If as the account administrator, you go back to the Web Portal, sign in and check the **Devices** page, you will see this device in the list of registered devices.

Spectra Precision Central

Files

Users

Devices

Hello admin!

Sign out

Devices

Adding Devices

Sign in to your account from Survey Pro on a device with a valid Survey Pro software warranty and the device will be listed here.

Device Name	Serial Number	Description	Warranty	Expiration	
R502C00147	R502C00147	R502C00147	Valid	10/4/2015	

Contact | Privacy Statement | Terms of Use

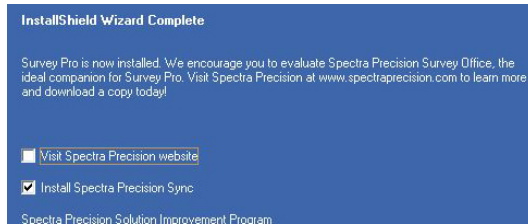
© 2014

The **Devices** page can also be used to view, edit or delete devices (using the blue, green and red buttons respectively). You can change the device name and description of a device, but not its serial number.

Central Sync: Syncing Files to a Computer

Now that files are synchronized from field devices to the cloud, one or more Windows computers can be connected to the cloud file collection. If you are a registered user, do the following:

1. On your computer, open up **Spectra Precision Central Sync**. If you have installed Survey Pro using this computer, this program will already be there, provided you checked on the **Install Spectra Precision Sync** option before completing the Survey Pro installation:

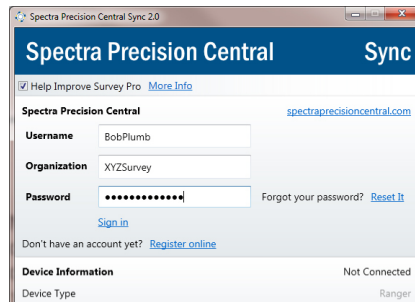


If you have not used this computer to install Survey Pro, you can always install **Spectra Precision Central Sync** from the website through the link below.

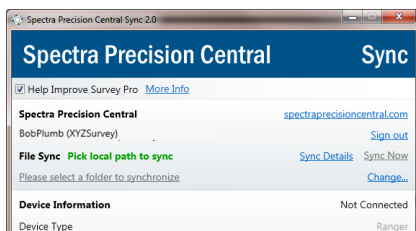
<https://www.spectraprecisioncentral.com/install/sync>

Click on the **Download Now** button and follow the instructions to complete the installation.

2. Sign in as a registered user by entering the following information:
Username, **Organization** and **Password**.



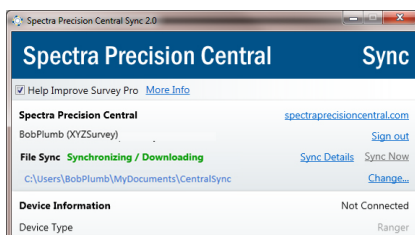
3. Tap **Sign in**. The first time you do this, the program does not know where you want to sync files.



4. Tap on the **Change** button to open up a file browser and select a root folder for the cloud.

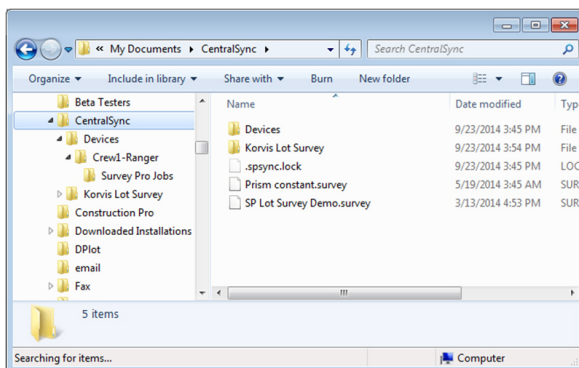
Once you have selected a root folder, the program will begin syncing all files from the cloud down to that folder.

Also, if the folder contained any files initially, they will be synced up to the cloud.



5. You can now open a file explorer window, and navigate to that folder.

You will notice that along with the files that were in that folder to begin with, Spectra Precision Central Sync has also created a *Devices* folder, where you will find one sub folder for each device registered in the system.



If you want to transfer files to or from this device, simply move them into or out of the *Devices\DeviceName \Survey Pro Jobs* folder on your computer.

IMPORTANT! In order to protect the field data on the devices, the only way to delete a file from the device is to physically delete it from the device. If you delete a file from *\Devices\DeviceName\Survey Pro Jobs* on the computer file system, it will be deleted from both the computer and the cloud. However, the next time that the device syncs to the cloud, the file will be pushed back up. So it's only by deleting a file from the device that you will also delete it from the cloud.

Smart Phone Apps: Using Mobile Applications

Now that you have your files syncing from device to cloud, and from cloud to computer, you can get additional value out of your data by using the *Survey Pro Central* application for Android and iOS.

Survey Pro Central allows you to view your cloud file collection using your mobile device. After you have signed in as a registered user in the organization, you can:

- Open any survey file, see the survey points plotted on a map, see lists of points and survey raw data records.
- Open other file types in a preview viewer, or with a different application you have installed to view files of that type.

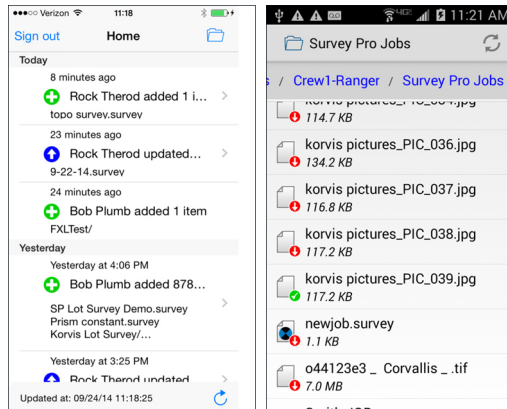
The mobile applications allow you to share these files via email, Google Drive, Dropbox, etc.

You can install Survey Pro Central for your iOS or Android device by visiting the App Store or Google Play:

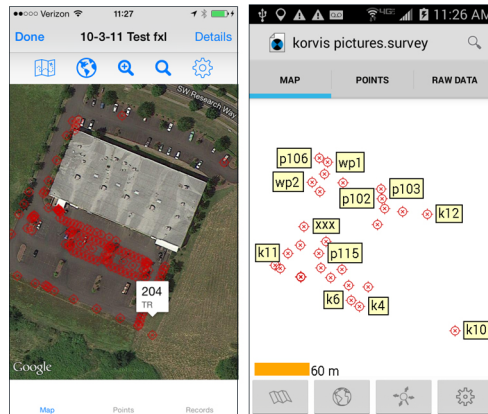


After logging into your account, Survey Pro Central for iOS and Android allows you to:

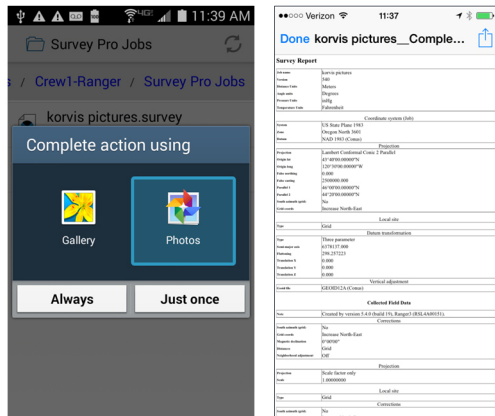
- View recent activity in the cloud and browse all of the files in the cloud.



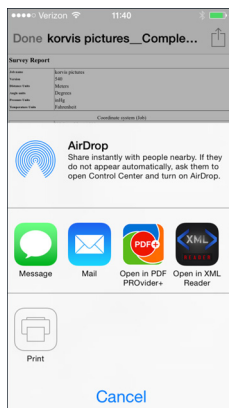
- Open *.survey files and view the map, a list of points and the raw data records from the survey.



- Open other file types. You can for example open pictures, html report files, PDF, and DOC using the mobile device's built in viewers. You can also open files with other apps that you have installed, such as a DXF file viewer.



- Share files.



User Guide

Contact Information:

AMERICAS

Spectra Precision Division
10368 Westmoor Drive
Westminster, CO 80021, USA
www.spectraprecision.com

EUROPE, MIDDLE EAST AND AFRICA

Spectra Precision Division
Rue Thomas Edison
ZAC de la Fleuriaye - CS 60433
44474 Carquefou (Nantes), France

ASIA-PACIFIC

Spectra Precision Division
80 Marine Parade Road
#22-06, Parkway Parade
Singapore 449269, Singapore

