



Trimble TerraSync Software Quick Start Guide

1. Start the TerraSync Software

- a. Tap the Windows icon and select TerraSync (or select TerraSync from your main screen)
 - i. By default TerraSync displays the Skyplot screen which shows the status of the GNSS Receiver.
- b. Selecting Options Drop down menu
 - i. Map, Data, Navigation, Status, Setup
 1. One of these options is always shown and active. The option list tab is on the top left corner of the TerraSync screen showing the active option.
 2. To switch to another option; click the drop down menu to choose.
 3. Subsection options will appear below the option chosen if applicable.

2. Connect to the GNSS receiver

- a. If the field device running TerraSync has an internal integrated GNSS Receiver the software will automatically connect to the receiver.
- b. If using an external GNSS receiver with BlueTooth wireless technology or a cable connection follow specific instructions for that device.
 - i. In the TerraSync software select “setup” from the drop down menu and tap “GNSS Settings”.
 - ii. Select the COM port that the receiver is connected to. Make sure GNSS button is compressed in “Setup” tab.
 - iii. The skyplot will show the status of the GNSS receiver.
- c. Note: Buildings and tree canopy can interfere with GNSS positions.

3. Configure Accuracy settings

- a. Select “setup” - Logging settings – Setup (wrench icon) beside “Accuracy Settings”
 - i. Select parameters that will be used to determine accuracy in the field.
 1. Select either Horizontal or Vertical accuracy of the current GNSS position.
 2. Select in the field to use the current estimated accuracy or select postprocessed to use the predicted accuracy once the field data has been postprocessed.
 - a. If you selected postprocessed select the approximate distance to the base station from the postprocessing base station field.
 3. Select “yes” from the “use accuracy based logging”
 4. Select the feature types that your accuracy requirements will apply to from the “Apply Accuracy Based logging” list.
 5. Select estimated accuracy that is required before GNSS positions are logged from the “Required Accuracy” drop down list. Tap done.



4. **Configure GNSS and Data logging settings** – Real Time Networks (if required)
 - a. To configure a real time correction source go to settings –Real time settings
 - i. To connect to an RTN, VRS or single base station
 1. Select Real time settings – External Source Settings – Choose Datum, Type, Connection method and enter IP address and port, source and type in User name and Password (setup on RTN required before this step)
 2. Choice 1 and Choice 2 refer to what data is logged first and second and should be prioritized by higher accuracy first.
5. **Create a New Data File**
 - a. Select “Data” from the drop down menu
 - i. Select “New”
 1. Use the default location or select a different location from the location drop down list
 2. Use the default name or type in custom file name
 3. Select data dictionary or use generic (if you have uploaded a custom data dictionary it will show in this drop down menu)
 4. Select “Create” – This will open a page to confirm antenna information. Confirm antenna height and type. Select “OK”
 5. It will bring you back to the log screen to log a point, line or area
 6. Select “Done” once done logging feature location. To change intervals select “Options” on the top right of screen
 7. Enter any important comments if needed and select “Done”
 8. To update features select “Collect” from the drop down menu on the top left – select “update features”
 9. Once completed CLOSE file completely to avoid file corruption
6. Updating an Existing Date File
 - a. Select “Data” – “Existing File”
 - i. Tap the file you want to update and select “Open”
 - ii. Confirm antenna information and select “OK”
 - iii. Select “Begin” to begin updating the file
 - iv. Make required changes and select “Done”
 - v. When completed select “Close” to close properly
7. Working from the Map Screen
 - a. Select “Map” from top left drop down menu to view a map of features you are collecting
 - i. Zoom in/out or scroll with controls on the bottom of the screen
 - ii. Digitize points or features by from “Select” drop down menu below “Map” menu
 - iii. Use “Options” drop down menu to set navigate to coordinates
 - iv. Use “Layers” drop down menu to load background files or layers