



# Penmap – Importing files with Penmap Project Manager

How to import various files into Penmap via Penmap Project Manager





# Importing files with Penmap Project Manager

## Summary

This document aims to provide a quick guide on how to import various file types into Trimble Penmap on your mobile device via the Penmap Project Manager software.

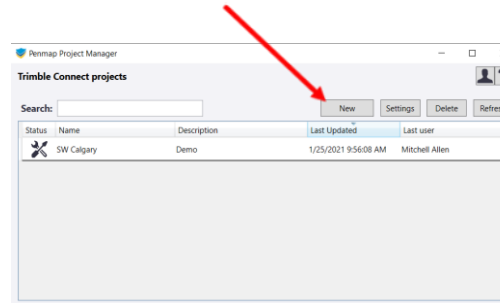




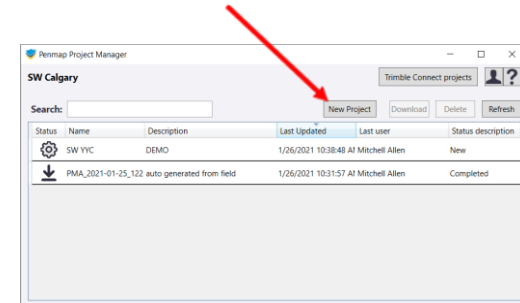
# Importing files with Penmap Project Manager

## Steps...

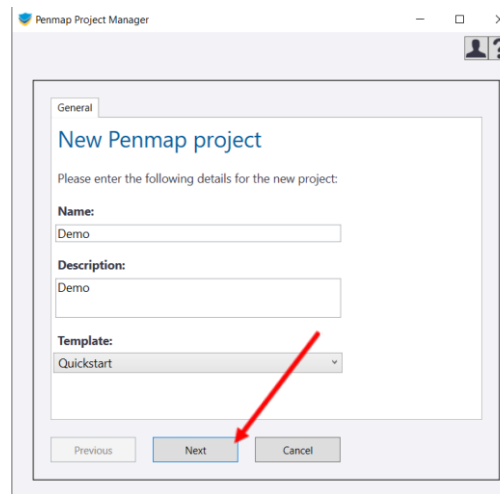
1. Once you have a *Penmap Project Manger* software opened, create a *Trimble Connect Project* by selection the **'New'** button.
2. Create a *new project* within your Trimble Connect accout by selecting the **'New Project'** button.
3. Next, give your new project a *Name/Description* then choose a *Template* as seen in *Step 3*, then select **'Next'**.
4. Give your *new project* a *Coordinate System* by selecting the *dropdown arrows* as indicating in *Step 4*, then select **'Next'**.



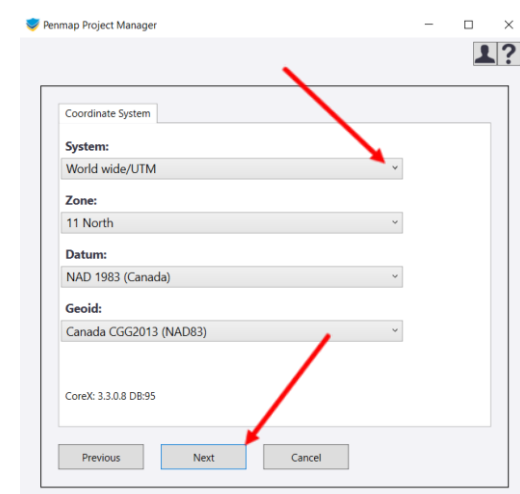
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# Importing files with Penmap Project Manager

## Steps con't...

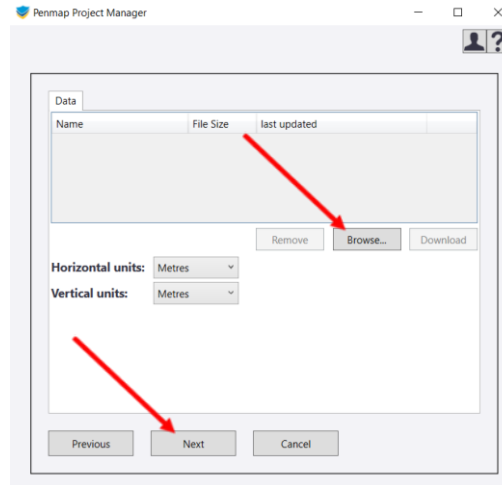
- Next, to import a file(s), select the 'Browse' button.

**Note:** Be sure to set the Horizontal and Verticals to match the units of the file(s) being imported.

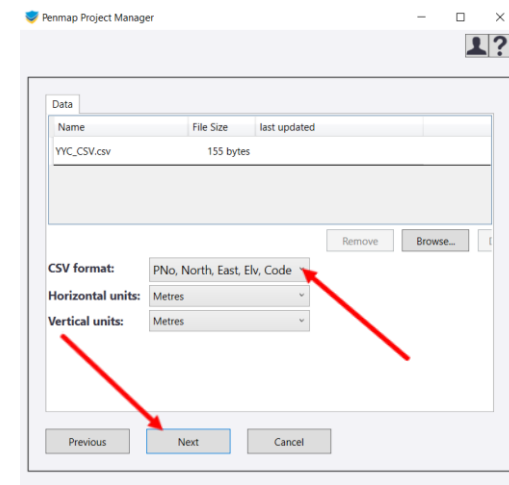
- Once you have chosen the file(s) you want to import, select the corresponding format of the files. In this case I am importing a .CSV file format of P#, N, E, ELEV, Code. Once completed, press 'Next'.

- Add any users if necessary then press 'Submit' to create/upload the new project to *Trimble Connect*.

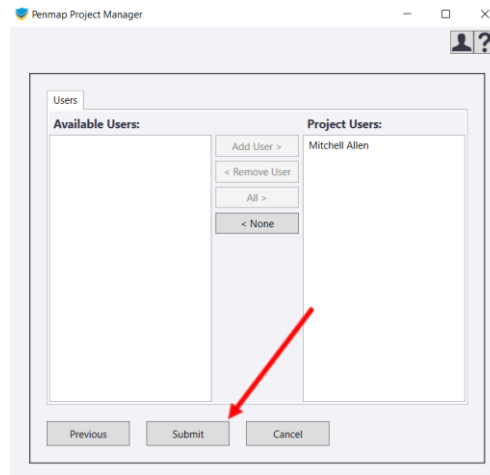
- Here you see the newly created project. Next, open Penmap on your Android device...



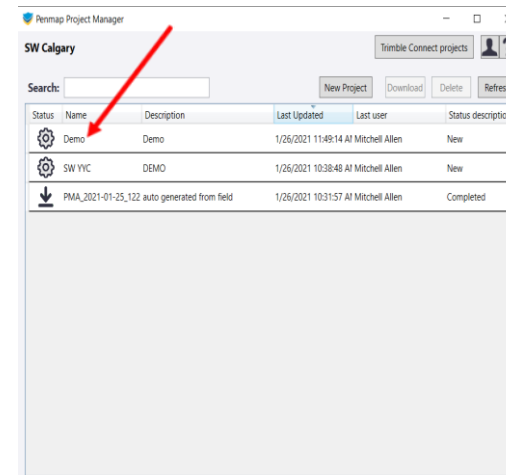
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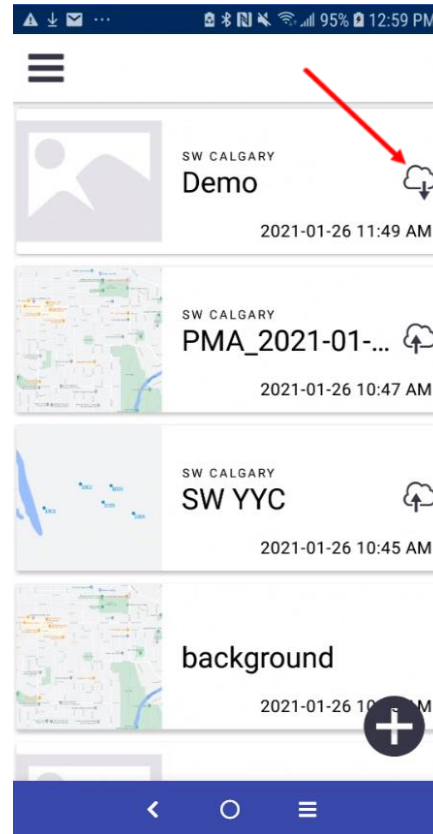


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## Steps con't...

- 9. With Penmap open on your Android device, you can now see that the new project named '**Demo**' has appeared at the top. Click the '☁️' to the right and press '**Yes**' when prompted to download. This will download the contents of your newly created project onto your Android device.
- 10. As shown in *Step 10*, you can see that the 5 points from the CSV have been imported into the project (e.g. – 1001-1005)

You have now successfully imported a file(s) into your Penmap project!



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