




Data Collection

This section demonstrates a step-by-step approach to data collection and digital input. The discussions begin with how to complete header details and relate them to a data set.

Header Information

To fill header records proceed as follows:

- Load the software, Fig 2.2.
- Clear the desktop (Esc Key).
-  Click on job icon to install database into the desktop, Fig 3.1. or select New under Jobs, from menu.
- Fill the fields. Navigate with mouse or tab keys.
- Click on the Save button to save records to memory or enter to invoke the default command. Note that key input fields must be valid in order to save a record.
- Close the window by mouse click or Alt+F3 key combination. This process also saves the database to disk memory.

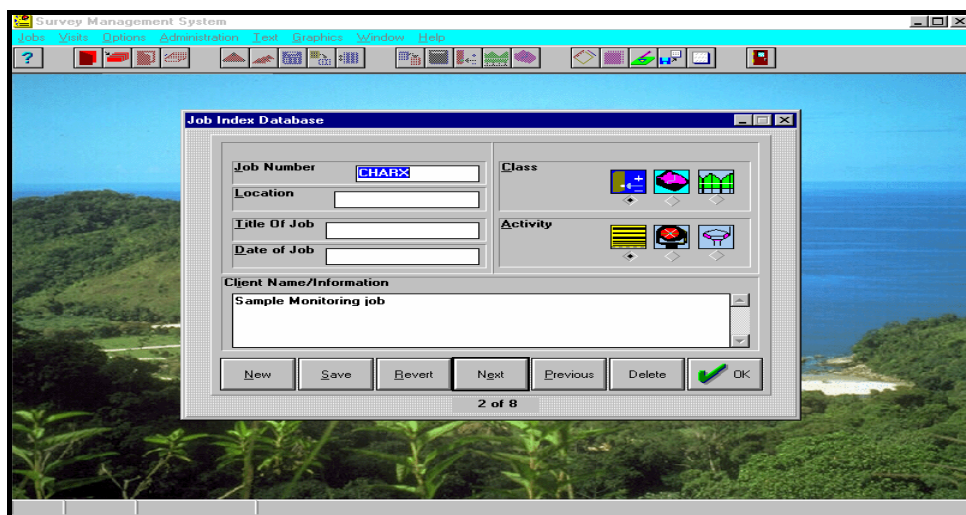



Fig 3.1

Sub- Header Information

Sub-Header details relate the main header or job reference to a particular survey and include such information as title of survey, surveyors' name, location, instrument type and weather condition. The first step is to select the current job:

-  Click on job selection icon or pick Select under Jobs menu.
- A selection window appears with a listing of jobs in the data base.
- Pick a job by mouse clicks or use arrow keys, Fig 3.2.
- Close the window - Esc key or Alt + F3.

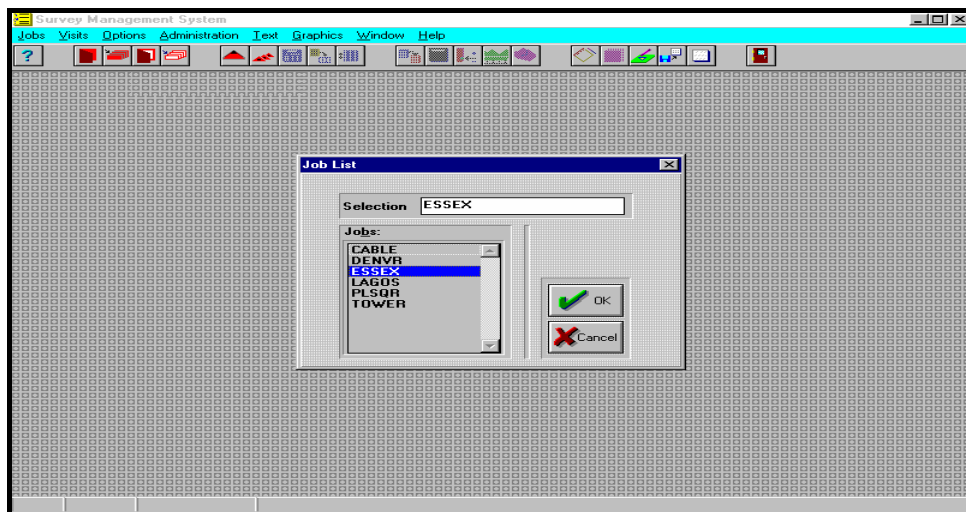



Fig 3.2

Having picked a job follow the next step:

-  Click icon to install the database, Fig 3.3 or select Next under Visit in the menu bar.
- Fill the records. Ensure the correct setting of instrument type or data format.
- Save and close the window.

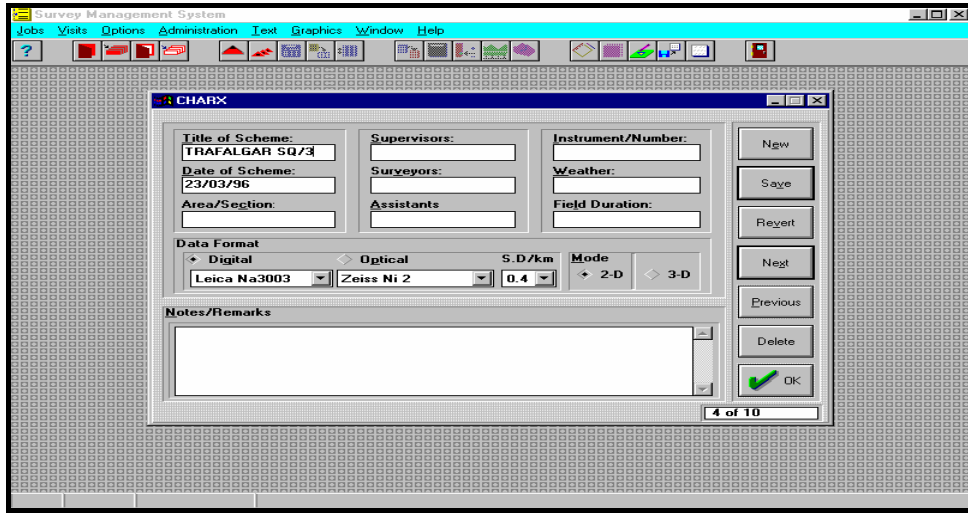



Fig 3.3

Field Book

At this stage, there are relevant details of header information on which to associate a data set of field observations. Therefore to open the field book at any time, proceed as follows:

- Select a job, Fig 3.2.
-  Click to choose a visit or scheme, Fig 3.4.

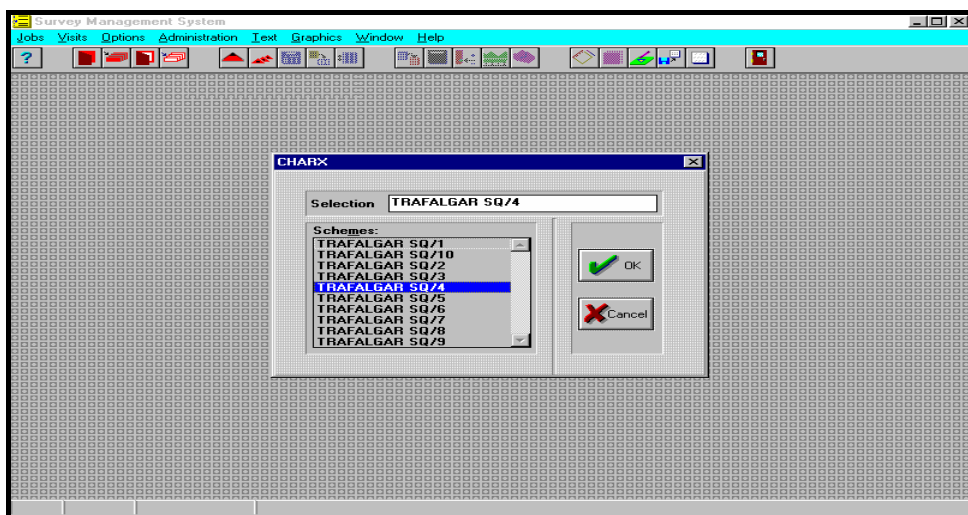


Fig 3.4

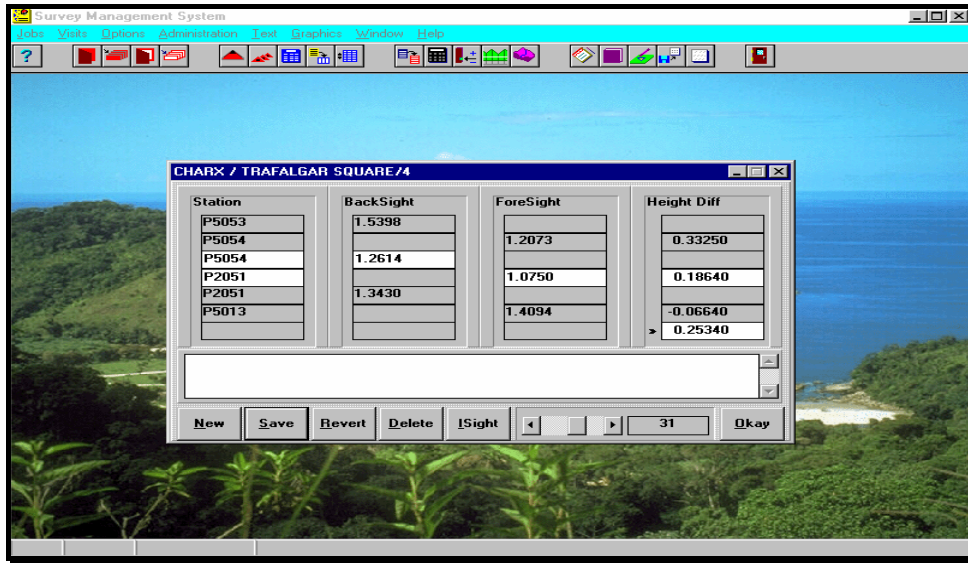



Fig 3.5

-  Click icon to install field book, Fig 3.5, or go to Options menu and pick Data Collection.
- Fill the records for each observation.
- To enter intermediate observations, select I/Sight button and install another field book (Fig 3.6). Close window after entries.

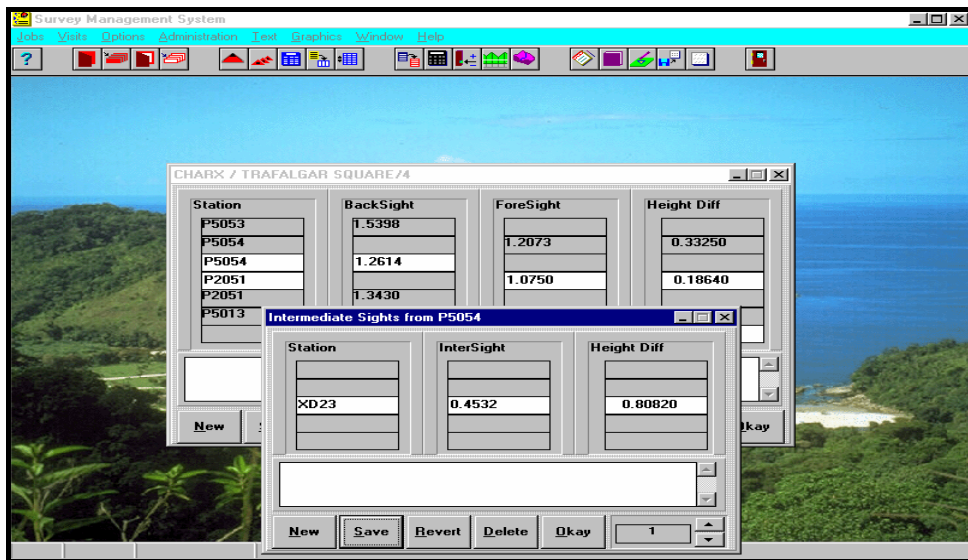


Fig 3.6

- Close window to save data base and exit data collection.

Digital Input

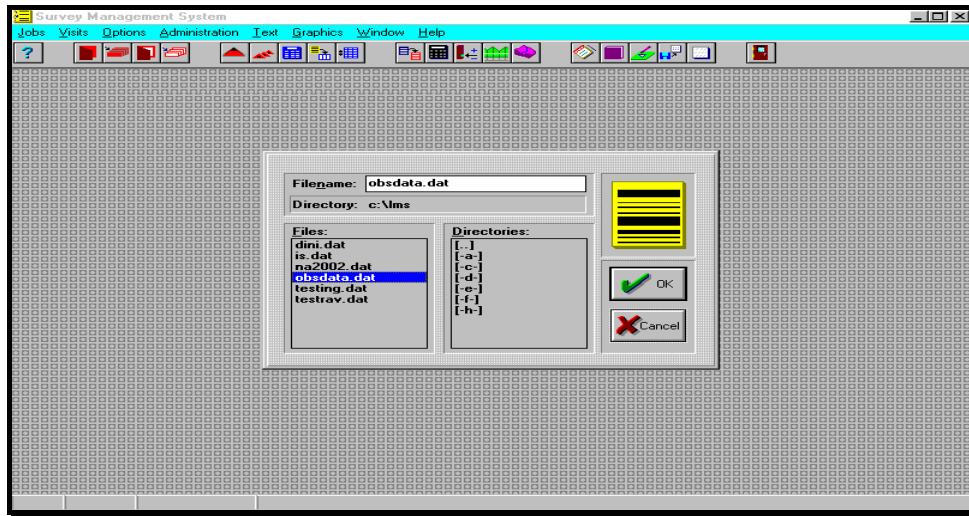



Fig 3.7

Data Collection would often involve the use of the digital level. The procedure is to generate ASCII file of observations from the memory module. If this data involves more than one network, use text editor to separate them into sub-titles. Then follow the steps as in the field book:

- Select a job and then a scheme.
-  Click icon or pick Digital Input from options menu.
- Provide the file name including drive or directory location (Fig3.7). If this file is not found, the process will abort after an alert.
- Press Enter, click Ok button, to start the transfer of data.

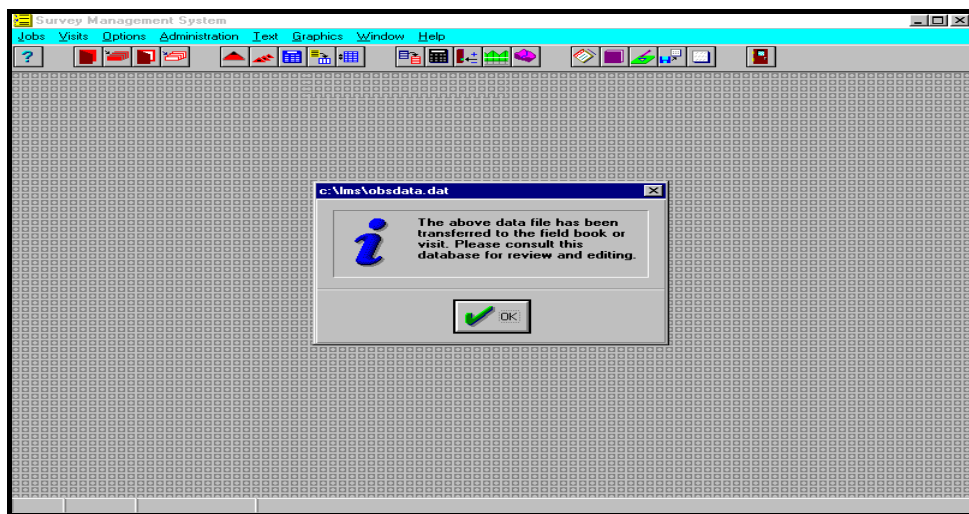



Fig 3.8

- At the end of the process a window appears to inform that transfer is complete (Fig 3.8). Press Enter to exit.
-  To review, click icon or select Observations from options menu to install list box, Fig 3.9. Print or file observations using the command buttons.

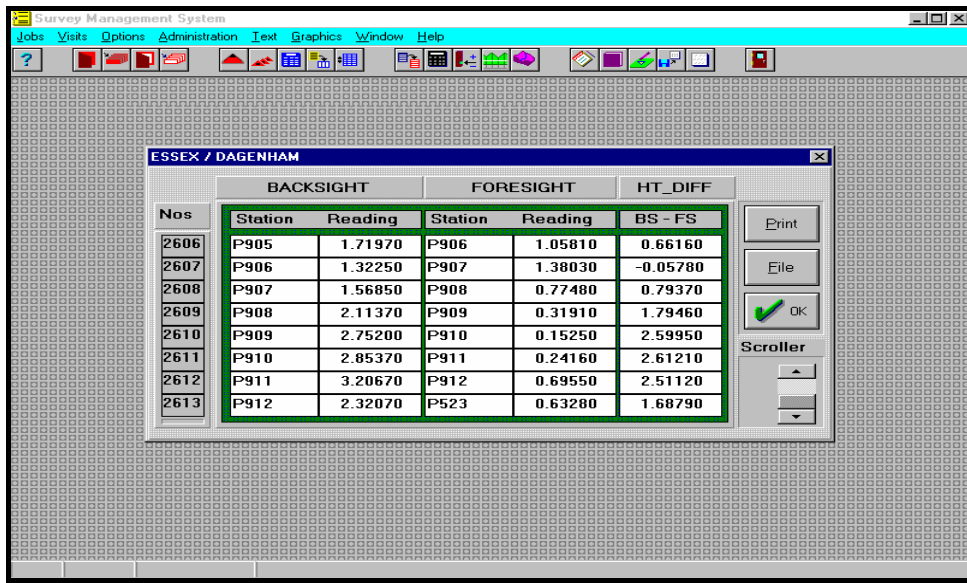


Fig 3.9

Conclusion

The field observations are now in the data base. By the same process as above, it is easy to update or modify existing records. After each session, it is important to secure the data set through back-up copies of the data base. It is also vital to preserve the raw data file of digital observations.