~~Loading an Existing Project into your Eagle Point Project Listing~~

1. ~~Make sure that the folder & contents for the existing Eagle Point Project is in a location where you have read & write permissions. This might involve unzipping an EP project folder that you received from some one else, or just knowing where an existing project has already been saved.~~
   ~~(The .epp (Eagle Point Project) file coordinates the drawing, data files, and sub-projects within each project. You can not have more than one .epp file in a folder.)~~
2. ~~DoubleClick desktop **Eagle Point Icon** to start program.~~
3. ~~Click **Create New Project Icon** located in lower left-hand corner.~~
4. ~~Click *Eagle Point Project* and click Next.~~
5. ~~At the Project Description line click on the **Select an Existing Project icon** .~~
6. ~~Browse to the directory where the project already exists.~~
7. ~~Double click on the name of the existing .epp file. E.g. {Bear Cr 33.epp}~~
8. ~~Click Finish and you will be back at Open screen.~~
9. ~~Repeat Steps 3 through 8 if wanting to add more projects to your list.~~
10. ~~Click to highlight your project.~~
    ~~E.g. *P:\Eng Projects\common\2007\Bear Cr 33\Bear Cr 33 Dam.dwg*~~
11. ~~Click OK and AutoCad will open the drawing. You will have 2 windows on your screen- a full screen of AutoCad and the smaller Eagle Point Main Menu.~~
12. ~~**You can minimize the Eagle Point menu but you should NOT close out the EP main menu, otherwise the EP commands will not function.**~~

Setting Eagle Point to Send Output to Printer vs Text File

1. To have output sent to a printer instead of a text file: At the EP Main Menu click on *File… Print setup….*
2. Click *Printer* rather than file.
3. Click Font…
4. Select a font such as Monospac to put text printouts into aligned columns.
5. Click OK
6. Click OK

Setting Survey Text Size or Profile Scales

1. From AutoCAD Click on *NRCS/EP…Plot Scales…*
2. Input the horizontal scale to a scale that you might use to plot the survey points. This scale affects the size of the text as survey shots are put into the project. Example 1” = {50} feet, 1”= {100} feet. The vertical scale affects profile views that you create.
3. Click OK.

Reducing a Survey & Placing Nodes into the Drawing - (Required)

1. From AutoCAD Click *NRCS/EP… Survey Import… Reduce…*.
2. Click to highlight the job to be placed into the CAD drawing. E.g. *BC33 downstream*
3. Click OK. Possibly a Query warning box will appear showing shot identities that don't match with the Field Code library. The shots on in the warning list will be placed into CAD using the default field code.
4. Review the warnings. Click Close on this Query warning box. You will see your points in the AutoCAD drawing.

Note: An SDR33 formatted file that had a benchmark elevation keyed in, with elevation only, will have that point show up in the survey at a 0,0 coordinate. This point should be deleted from the drawing as it may cause errors when creating a surface model.

Printing Survey Notes - (Optional)

1. From AutoCAD Click *NRCS/EP… Survey Import… Manage…*.
2. Select the survey to manage by clicking the job name. E.g *BC33 downstream*
3. Click the **Printer Icon** in the lower left-hand side of box to bring up a Print Job box.
4. Place a checkmark by clicking on the copies you want printed out. You might want the original instrument file, and formatted file (this is the one that you can edit and use in creating your contours etc.)
5. Click on Print Review your hard copies to identify what might need to be edited.
6. Click on Close to close out Manage Jobs box.

Editing Survey Data - (Optional)

1. From AutoCAD Click *NRCS/EP… Survey Import… Edit Formatted File…*.
2. Use the pulldown to select your job to edit. E.g *BC33 downstream* .Click on Edit.
3. Edit the file in the SDMS Editor which has a spreadsheet 'look' of rows & columns.
   - Rows that have YY, XX, ZZ or YC, XC, ZC are points that get placed as nodes.
   - The cell to the right of *ZZ:* is the value of the elevation. The cell to the right of *PD:* contains the Point Description. *PN:* stands for Point Number.
   - You can edit the descriptions and elevations by highlighting a cell, then entering new information.
   - A highlighted row can be deleted by clicking on *Tools… Delete Row*.
   - The Edit… Global Edit… command is an advanced tool that lets the user find all ZZ & ZC elevation Tags and then compute adjusted elevations by *Adding* (or subtracting) a value.
4. After editing, save the updates by clicking *File… Save* .
5. Then Click *File… Exit*. This takes you back into Eagle Point/AutoCad boxes.
6. Click on Close to close out Edit Formatted File box.
7. You can go back and get an updated printout of your edited Formatted file.
8. If you have made changes, you MUST repeat the steps in Reducing a Survey & Placing Nodes into the Drawing in order for the updates to occur.

Overview: The Eagle Point data collection tools provide a way to bring the coordinates of survey points (also called nodes) into a project by either:

A) Downloading a Survey from a Data Collector, or
B) Importing a Survey from a File.

Once the data is imported, the user must use the "Reducing" process to have the points placed into CAD.
The remaining instructions are for editing data, and for adjusting the survey data for viewing and plotting.

Software: Eagle Point 2006 Q4 6.4.0, Autodesk Map 2006 (NRCS/EP v2.00 menu), NRCS national CAD std v1.0

Notation Method
Button to Press *Displayed Text* **Icon** Action {Text to Enter} *Menu Item…*

Eagle Point Steps Using the NRCS/EP Customized Menu

Downloading a Survey from a Data Collector

(You can use this option if you have a data collector that can download via a COM port. E.g. Sokkia SDR33 or 24.)

1. From AutoCAD Click *NRCS/EP… Survey Import… Download from Collector…*.
2. Input a job name that describes this survey. E.g. {BC33 downstream}
3. Select the correct Format for your collector. E.g. *Sokkia SDR 33*
4. Select serial port-E.g. *Com1*
5. Select baud rate - E.g. *9600*
6. Select data bits- E.g. *8,none*
7. Place checkmark in the box for create a legal backup file.
8. Click OK
9. Make sure the Data Collector is ready then Press any Key on your computer keyboard
10. Send job from data collector. Data will scroll across Eagle Point window.
11. When Data collector is finished, turn collector off.
12. Press any key on keyboard. Survey has been transferred into an EP data file.

Importing a Survey from a File

(Use this option if you have downloaded a data collector file using Total Station Utilities or Trimble Data Transfer, or if you have exported survey coordinates from Ohio SSRP.)

1. From AutoCAD Click *NRCS/EP… Survey Import… Import ASCII File…*.
2. Input a job name that describes this survey. E.g. {BC33 downstream}
3. Find the data File Name by Clicking the **Folder Icon** and browsing to the filename. E.g. {A:\BC33survey.asc}
4. Select the correct format for your data file. E.g. *Coordinate*

What Format is my file?

Filename	Format
.sdr (From Leitz Data Collector)	SDR33
.asc (From Total Station Utilities)	Coordinate (Pt#, N, E, Elev, Desc)
.dc (From Trimble Data Transfer)	SDR33 (This was set during Trimble download.)

5. Place checkmark in the box for create a legal backup file.
6. Click OK . The survey has been transferred into an EP data file.

Change Size of all node labels - (Optional)

1. From AutoCAD *NRCS/EP… Survey Import… Node Resize….*
2. Click Next
3. Selection Method *All*. Click Apply
4. Number of nodes appears. Click Next.
5. Click *Scale Attributes*. Input Relative scale factor. E.g. {2}. Click Next
6. Click Apply
7. Click Close.

Swivel Labels for Selected nodes - (Optional)

1. From AutoCAD, click *NRCS/EP… Survey Import… Node Swivel…*
2. Click Next
3. Selection Method *AutoCAD*.
4. The dialog box disappears and *Select Object* appears on the command line. In CAD Click on the point labels that you would like to have swiveled.
5. When finished selecting points press Enter.
6. Number of nodes appears. Click Next.
7. Specify Rotation angle. E.g {–45} degrees, *Absolute*. Click Next.
8. Click Apply.
9. Click Close.

Note: If *AutoCAD* was the most recent Selection Method used, the next time any Node editing tool is used it will go directly into the *AutoCAD* method. To switch the Selection Method you would need to press Enter to quit out of the *AutoCAD* method and return to the dialog box.