

GeoFoundry One

FIELD MAPPER COMPLETE USER GUIDE & REFERENCE MANUAL

Edition: Version 1.1 - Restructured and expanded from the supplied v1.0 manual.

Projects • Templates • Field Collection • GNSS • Maps • Data Review • Export • Settings • Accounts • Licensing

This manual is intended as an operating reference, not only a getting-started guide.

How to Use This Manual

This edition reorganizes the application around the way a field user actually works: prepare the application, create and configure a project, prepare or assign a template, collect Point/Line/Polygon features, review the resulting data, export deliverables, and manage the account and licence.

Short descriptions in the earlier edition have been expanded where the user needs to understand a workflow, a restriction, a destructive action, or the relationship between two screens. Repeated subjects have been consolidated so that the same function is not explained in several disconnected chapters.

Conventions

Term	Meaning
Tap	Select a button, tile, icon, menu item or control on the device.
Project	The Field Mapper workspace that owns collected data.
Template	An Office Builder .gct template or a Quick Template created in Field Mapper.
Feature	A Point, Line or Polygon record defined by the assigned template.
Current-day session	The collection session associated with today's collection date.
WGS 84	The collection coordinate reference system identified in the supplied manual as EPSG:4326.

Important: Where the supplied manual does not specify a behaviour, this revision does not invent one. The guide explains only functions supported by the supplied document.

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Part I - Orientation and Preparation

This part explains the application's operating model and the settings that should be understood before a production project is started.

1. Application Overview

GeoFoundry One - Field Mapper is the Android field component of GeoFoundry One. Its workflow is project-based: a project provides the working container, a template defines what can be collected, the collection screens capture spatial features and attributes, and the review/export tools prepare the resulting data for use outside the app.

1.1 Main functional areas

Area	Role in the workflow
Projects	Create, open, archive and manage project workspaces.
Collect	Assign a template where required, then start or resume field collection.
Templates	Manage Office Builder .gct templates and Quick Templates.
Export	Export GIS data or statistics for a selected project/date.
Settings	Configure collector identity, positioning/export behaviour, GNSS, camera, units and appearance.
Account & Licenses	Sign in, view licence information and manage device/licence state.
Help / About	Open guidance, support and application information.

1.2 Supported geometry

The supplied build supports Point, Line and Polygon workflows. The geometry type determines how the feature is captured, while the feature title defined by the template determines what the user sees and what the record represents.

1.3 Coordinate model

Collected data uses WGS 84 (EPSG:4326). Export settings can use WGS 84 or a locked UTM projection where the relevant export workflow provides coordinate-system selection.

1.4 Recommended end-to-end workflow

1. Open Settings and configure the Collector Name and required positioning/export preferences.
2. Import an Office Builder .gct template or prepare a Quick Template.
3. Create the project that will hold the survey data.
4. Open Collect, select the project and assign the required template.

5. Start a new current-day collection or resume today's existing session.
6. Collect Point, Line and/or Polygon features and complete their attribute forms.
7. Review Collected Data and Statistics before leaving the field or before delivery.
8. Export the required GIS data and/or statistics, then verify the resulting files.

Why this order matters: Projects, templates and collection sessions have different responsibilities. Following the sequence above reduces the chance of collecting against the wrong project or template.

2. Dashboard and Main Navigation

The Dashboard is the application's main navigation screen. It is not a project itself; it is the launch point for the major functional areas.

2.1 Projects

Use Projects when the task is to create or manage a project. The Projects area also provides access to archived projects and refreshes the active project list.

2.2 Collect

Use Collect when the project already exists and fieldwork is about to begin or continue. Collect also handles template assignment when the selected project does not yet have one.

2.3 Templates

Templates separates Office Builder Templates imported from .gct files from Quick Templates created directly in Field Mapper. Creating/importing a template makes it available to the app; it does not automatically assign it to a project.

2.4 Export

Export separates GIS Data export from Statistics export. These are different deliverables: GIS Data contains collected spatial records, while Statistics is intended for progress/production reporting.

2.5 Settings

Settings contains both convenience preferences and survey-critical configuration. Collector identity, tracking thresholds, coordinate/export behaviour and the selected GNSS source should be reviewed before production fieldwork.

2.6 Account & Licenses

Account & Licenses is the entry point for signed-in account information, licence selection and device-seat management.

2.7 Help and About

Help provides Getting Started, User Guide and Support. About provides application/version information that is useful when reporting reproducible problems.

3. Settings Before Fieldwork

Settings is placed early in this manual because several collection screens depend on values configured here. In particular, the Collect workflow requires a Collector Name, and positioning/export behaviour can depend on the coordinate, tracking and GNSS settings.

3.1 Collector Name

Enter the name used during collection and save it. The application confirms that the Collector Name was saved. If it is missing when Collect is opened, Field Mapper can display 'Collector Name Required' and direct the user to Settings.

3.2 Coordinate System and UTM export

Collection is fixed to WGS 84 (EPSG:4326). UTM configuration affects export behaviour rather than changing the collection CRS.

3.2.1 Automatic UTM

Automatic mode detects and locks a UTM zone from GPS.

3.2.2 Manual UTM

Manual mode allows selection of UTM zone 1-60 and the North or South hemisphere.

3.2.3 Export prompt

The setting 'Ask before exporting coordinate system' can be enabled. The default export coordinate system can be WGS 84 or the locked UTM projection.

3.3 Tracking Accuracy

Tracking Accuracy controls when location updates are accepted for recording. The supplied manual identifies four controls:

Control	Purpose
Minimum distance between points	Sets a distance condition between recorded points.
Minimum movement distance	Sets a movement condition before another position is treated as movement.
Minimum time between points	Sets a time condition between recorded points.
Required location accuracy	Defines the maximum acceptable accuracy value, expressed as the selected metre value 'or better'.

Operational consistency: For controlled surveys, record the chosen tracking thresholds before deployment. Changing them during a project can make recording behaviour inconsistent between sessions or devices.

3.4 Recording Settings

Setting	Effect
Keep screen awake	Keeps the display awake during collection.

Vibrate when point recorded	Provides vibration feedback when a point/vertex is recorded.
Confirmation sound	Provides sound feedback for recording events.
Accuracy circle on map	Shows or hides the map accuracy circle.

3.5 Bluetooth GNSS

Choose Device GPS or Bluetooth GNSS as the preferred location source. Bluetooth GNSS settings also include Instrument Height, Auto-connect, receiver scanning, connection and disconnection. The detailed receiver workflow is covered in Chapter 20.

3.6 Camera Settings

Camera Settings controls photo quality and the choice between Rear camera and Front camera.

3.7 Units

Measurement	Available choices
Length	Meters / Kilometers or Feet / Miles
Area	Square meters, Hectares, Square kilometers, Square miles or Acres
Elevation	Meters or Feet
Latitude/Longitude	Decimal Degrees (DD) or Degrees, Minutes, Seconds (DMS)
Speed	Meters per second, kilometers per hour or miles per hour

3.8 Theme

Appearance options are System Default, Light and Dark. Accent colors are GeoFoundry Green (Default), Teal, Red, Grey and Graphite.

Part II - Projects and Templates

Projects own collected data. Templates define the feature schema used during collection. The two concepts are linked by assignment, but they are not the same object.

4. Project Management

4.1 Project list

The Projects screen lists active projects. The toolbar provides access to Archived Projects and Refresh.

4.2 Creating a project

9. Open Dashboard -> Projects.
10. Tap the create action.
11. Enter a Project Name.
12. Optionally enter a Description.
13. Confirm creation.

The application rejects an empty Project Name.

4.3 Choosing a Project Name

Use a stable, meaningful name because the project identity becomes locked after collection begins. A good name should remain understandable in later review and exported outputs.

4.4 Project Description

The Description is optional and can record purpose, location, contract, survey package or other useful context. It is also part of the project identity that becomes locked after collection begins.

4.5 Opening a project

Tap a project card to open Project Home. Project Home is used for reviewing collected data, statistics and project-specific settings; starting field collection is handled from Dashboard -> Collect.

4.6 Archived Projects

Use the archive icon from the Projects toolbar to access projects removed from the active working list.

Operational rule: Create the project before attempting collection. The Collect screen directs users with no projects back to Dashboard -> Projects.

5. Project Home, Settings and Lifecycle

5.1 Project Home

Project Home is the management page for one selected project. Depending on available metadata, the project header can show Description, Template, Template type, Version, Geometry, Assigned date, Created date and Last opened date.

5.2 View Collected Data

View Collected Data opens the record-management screen for the project. It supports searching, filtering, sorting, map viewing, attribute inspection, editing and deletion. Chapter 22 explains these controls in detail.

5.3 Statistics

Statistics opens collection statistics for the project. The Project Home label describes this as today's collection statistics.

5.4 Project Settings

Project Settings controls project identity, assigned template information, coordinate reference information and lifecycle actions.

5.4.1 Project identity lock

After collection has begun, Project Name and Project Description are locked. The screen displays 'Project identity locked' and explains that identity cannot be edited once collection has started.

5.4.2 Editing before collection

Before the lock applies, Project Name and Project Description can be edited through the Edit Project dialog.

5.4.3 Assigned Template

Project Settings shows the currently assigned template. The template assignment can be removed after confirmation.

5.4.4 Removing an assigned template

Removing the template does not delete data already collected with that template. It removes the assignment used for future collection. This distinction is important: existing project records remain in the project.

5.4.5 Coordinate System

Project Settings identifies collected project data as WGS 84 (EPSG:4326).

5.5 Archive Project

Archive removes the project from the active working list after confirmation while retaining it as an archived project. Use this for completed or temporarily inactive work that should no longer occupy the active list.

5.6 Delete Project

Delete Project is destructive and requires confirmation. Use it only when the project and its data are no longer required.

Archive versus Delete: Archive is a project-management action for retained historical work. Delete is a destructive data action.

6. Template Concepts

A template defines what the collector can record and which attributes appear in the feature form. Field Mapper supports two template sources.

Template source	Purpose
Office Builder Templates	Imported .gct survey templates created in GeoFoundry One - Template Builder.
Quick Templates	Templates created and managed directly in Field Mapper.

6.1 Storage versus assignment

Importing or creating a template makes it available to Field Mapper. Assignment links a specific template to a specific project for collection. Assignment occurs through the Collect workflow.

6.2 Feature names

Feature titles defined by the template are used in selection screens, forms and exports. This allows the user to work with meaningful names such as Road, Culvert or Building rather than generic geometry labels.

6.3 Template rules

The dynamic form system supports field validation and conditional visibility. A collector should follow the fields currently presented by the form because a template rule may intentionally hide a field based on another answer.

7. Office Builder (.gct) Templates

7.1 Importing a template

14. Open Templates -> Office Builder Templates.
15. Tap Import Template.
16. Select the required .gct file from the device.
17. Review the imported template information where required.

7.2 Existing template detected

If the same template already exists, Field Mapper displays 'Template already exists' and offers Cancel or Replace.

7.3 Template information

The information dialog can show Template ID, Version, Geometry, Author, Source file and Description. These details help distinguish similar templates and confirm which version is available.

7.4 Replacing a template

Use Replace only when intentionally updating an existing imported template. The supplied manual advises reviewing the version and survey implications before replacing a template used in active work.

7.5 Deleting a template

Deleting an imported Office Builder template requires confirmation.

Template caution: Template storage and project data are separate. Deleting or replacing a stored template is not a method for deleting collected project records.

8. Quick Templates

8.1 Quick Template list

The Quick Templates screen lists templates created in the app and provides a New Template action.

8.2 Creating a Quick Template

The creation dialog requires Project Name and accepts an optional Description.

8.3 Deleting a Quick Template

Deletion requires confirmation. The screen reports success or failure using an in-app message.

8.4 Using a Quick Template in collection

Quick Templates appear as a separate template source when a project needs a template assignment from Collect.

8.5 Missing Quick Template

If a project references a Quick Template that is no longer available, the collection workflow reports that the assigned Quick Template is not available/no longer available. The project therefore needs a valid available template before normal collection can continue.

9. Assigning a Template to a Project

9.1 Collector Name prerequisite

If Collector Name has not been configured, the Collect workflow displays 'Collector Name Required' and provides Open Settings.

9.2 Project status in Collect

A project with an assigned template displays the template name. A project without one displays 'No template assigned - Tap to select one'.

9.3 Choosing the template source

The assignment chooser separates Office Builder Templates (.gct) from Quick Templates created in the app.

9.4 Confirming assignment

Field Mapper asks for confirmation before applying the selected template to the project.

9.5 Locked indicator

Projects with an assigned template use a lock-style project indicator in the collection list, while unassigned projects use a folder indicator.

Part III - Field Collection

This part follows the field workflow from the daily collection session through feature selection, attribute entry and geometry capture.

10. Starting and Resuming Daily Collection

10.1 Opening collection

Open Dashboard -> Collect and select the required project. The project must have an available assigned template before normal collection can proceed.

10.2 Collector name prompt

If necessary, the Collection screen can request the Collector Name and save it before continuing. This provides a second opportunity to supply the identity if it was not entered earlier in Settings.

10.3 Start New Collection

Start New Collection is enabled only when no collection session exists for today. It begins today's collection.

10.4 Resume Collection

Resume Collection is enabled only when today's collection already exists. It continues adding data under the same date.

10.5 Daily-session rule

Situation	Available action
No collection session exists for today	Start New Collection is available; Resume Collection is unavailable.
Today's collection already exists	Resume Collection is available; Start New Collection is unavailable.

When no data has been collected today, Resume Collection displays 'No data collected for today'.

10.6 Why the daily-session rule matters

The rule prevents accidental creation of parallel sessions for the same project/day and provides one clear continuation path for today's work.

11. Selecting a Feature to Collect

11.1 Geometry groups

The feature selector is generated from the assigned template and can organize available features under Point, Line and Polygon groups.

11.2 Feature title

Tap the actual feature title defined in the template to begin its collection workflow. The feature title represents the real-world item being surveyed.

11.3 Empty geometry groups

A geometry group with no applicable template features should not be treated as a collection option.

12. Attribute Forms, Validation and Media

Attribute forms are generated from the assigned template. Two features can therefore present different fields, validation requirements and conditional behaviour.

12.1 Supported field types

Field type	Collector interaction
Text	Enter text.
Integer	Enter a whole-number value.
Decimal	Enter a numeric decimal value.
Date	Enter/select a date as provided by the form.
Yes/No	Choose Yes or No.
Options	Choose from template-defined options.
Photo	Capture, replace, view or delete a feature photo.
Video	Video field support is represented in the dynamic form interface.

12.2 Validation

The form model includes required, minimum, maximum, length and pattern validation. A field can therefore reject a value that does not satisfy the rules defined by the template.

12.3 Conditional fields

Template conditions can control whether fields are shown based on other answers. If a field disappears because of a rule, follow the currently visible form; the disappearance can be intentional.

12.4 Photo fields

Photo fields can open the camera. Existing photos can be replaced or deleted after confirmation. If the referenced photo file cannot be found, the application reports that condition.

12.5 Form action depends on workflow

The final form button changes according to what the user is doing. Examples documented in the supplied manual include Start Line Collection, Start Polygon Collection and Start Next Segment.

13. Point Feature Collection

13.1 Select the Point feature

Choose the Point geometry group and the required feature title.

13.2 Positioning check

The Point workflow evaluates the current positioning state before capture. The interface can display states such as Capture Point, Wait for Better GPS and waiting for another GPS update.

13.3 Position source

The capture interface identifies the location source in use so the collector can distinguish device GPS from an external GNSS workflow.

13.4 Capturing the point

Capture the point only when the displayed positioning state satisfies the project's collection requirement.

13.5 Completing attributes

Complete the Point Attributes form and submit it. When editing an existing point, the form operates in edit mode rather than creating a second record.

Positioning responsibility: The app can display the current positioning state, but the project's survey specification determines whether the position is acceptable.

14. Line Feature Collection

14.1 Complete attributes before recording

For a new Line, the Line Attributes screen loads the survey form. Submit with Start Line Collection to continue to the recording map.

14.2 Start Recording

Tap Start Recording on the map recording panel. The line controller begins accumulating vertices and distance.

14.3 Live recording statistics

The recording panel shows Total, Distance and Vertices. Total combines completed line distance with the active segment and also shows the nested point count.

14.4 Pause

Pause temporarily stops active recording. Use it when collection is interrupted and before operations that require the line to be paused.

14.5 Resume

Resume continues the paused line.

14.6 Finish

Finish saves the completed line when the controller has enough information to finish. While saving, the button displays Saving...

14.7 Cancel Recording

Cancel requires confirmation and warns that the current unsaved line and all recorded vertices will be discarded.

Continuity protection: Pause when you are not physically following the intended line feature. This reduces the risk of recording geometry across an interruption.

15. Line Segmentation

Segment divides the active line workflow into distinct line records while collection continues.

15.1 When Segment is available

The Segment button is available only when the line controller reports that segmentation is allowed.

15.2 Segment workflow

When a segment is completed, Field Mapper can return to the Line Attributes screen for the next segment.

15.3 Inherit previous values

The Line Attributes workflow supports inheriting previous segment values. In that mode, the submit action is labelled Start Next Segment. The supplied manual also states that this feature can be turned off in Settings.

15.4 When to segment

Use segmentation when a new line portion needs a distinct record or changed attributes while preserving the logical continuation of the survey.

16. Nested Feature Collection

Nested collection allows another feature to be captured from within the Line workflow without abandoning the parent line context.

16.1 Nest Feature button

The Line recording panel exposes Nest Feature when nesting is allowed by the controller and collection state.

16.2 Pause requirement

Pause the line before leaving it to capture the nested feature.

16.3 Nested workflow

18. Record the parent Line.
19. Pause the Line.
20. Tap Nest Feature.
21. Select and capture the nested feature.
22. Complete the nested feature.
23. Return to the parent Line.
24. Resume Line recording.

16.4 Nested screens

The supplied build includes nested template, category, feature, attribute, point-capture and nested map screens, together with completion/result dialogs.

16.5 Nested count

The Line Total statistic includes the nested point count, providing a quick view of associated point activity.

17. Polygon Feature Collection

17.1 Complete attributes first

For a new Polygon, complete the Polygon Attributes form and tap Start Polygon Collection.

17.2 Collection methods

The build includes a Polygon collection method sheet. The selected method controls how vertices are added during the boundary workflow.

17.3 Recording panel

The Polygon panel reports Vertices, Area, Perimeter and Time.

17.4 Add Vertex

Adds a vertex when the selected collection method requires manual vertex capture.

17.5 Undo Last

Removes the most recently added vertex where allowed.

17.6 Pause / Resume

Pause temporarily suspends polygon recording; Resume continues it.

17.7 Finish

Finish completes the polygon when the controller reports that finishing is valid.

17.8 Cancel

Cancel stops the active polygon workflow. Confirm the intended action before discarding field work.

18. Map Screen and Map Controls

18.1 Navigation

Pan and zoom to orient the field view. Map navigation changes the view, not the stored feature geometry.

18.2 Scale

The map includes a scale display that adapts to the current zoom and can display metres or kilometres.

18.3 Collection panels

Line and Polygon collection panels overlay the map with recording controls and live metrics.

18.4 Collected features

Collected feature markers/layers can be rendered on the map. Feature popups and collected-feature panels support inspection.

18.5 Zoom to extent

Use the extent control to return to the relevant data/base-layer extent when the map has been navigated away.

18.6 Accuracy circle

The map accuracy circle can be enabled or disabled from Recording Settings.

Part IV - Positioning and Base Layers

19. Satellite Status and Device GNSS

Satellite Status is the diagnostic view for the device GNSS solution and satellite-level information.

19.1 Current GNSS solution

The panel includes a Current GNSS solution section and can report GNSS unavailable when the service cannot provide a solution.

19.2 Skyplot

The Skyplot displays satellite geometry when satellite-level data is available.

19.3 Signal strength

Signal strength is displayed as C/N0 in dB-Hz. While detailed satellite information is not yet available, the app can display 'Waiting for satellite-level GNSS data...'.

19.4 Coordinates and accuracy

Use the current solution information to confirm the active location before capturing survey geometry.

19.5 Receiver tab

The GNSS panel can switch between Skyplot and Receiver views.

Interpretation: Satellite information is diagnostic. The project survey requirement determines whether the displayed position/accuracy is acceptable for capture.

20. Bluetooth GNSS Receiver

Field Mapper can use a compatible external Bluetooth GNSS receiver instead of the phone/tablet location sensor.

20.1 Preferred Location Source

Option	Meaning
Device GPS	Use the phone or tablet location sensor.
Bluetooth GNSS	Use a compatible external receiver connection.

20.2 Scanning

Use Scan for receivers to search. The scan can be stopped while active. Devices can be identified as Bluetooth Low Energy or Bluetooth Classic and may display RSSI, paired state and address.

20.3 Connecting

Tap Connect for the intended receiver. Connection errors are reported in the app.

20.4 Disconnecting

Use Disconnect when the external receiver should no longer supply positioning.

20.5 Auto-connect

Auto-connect is available for reconnecting to the preferred receiver.

20.6 Instrument Height

Enter instrument height in metres. The setting is available from Bluetooth GNSS configuration and receiver status.

20.7 Receiver status

The Receiver panel displays status information supplied by the connected device, including solution-related information where available.

Field preparation: Pair/test the receiver and confirm the selected location source before starting production collection.

21. Base Layers and Layer Management

Base layers provide offline map context. The supplied manual states that .gcp base-layer files are created in GeoFoundry One - Template Builder.

21.1 Importing a base layer

25. Choose the Base Layer import action.
26. Select the required .gcp file from the phone.
27. Wait while the app displays 'Importing and compiling base layer...'.- 28. Confirm that the import completes successfully.

21.2 Import success and failure

After successful import, Field Mapper confirms that the base layer was imported. If import/compilation fails, the app displays a Base-layer import failed dialog with the error.

21.3 Visibility

Layer Manager provides controls for layer visibility.

21.4 Labels

Where a label field exists, labels can be controlled for the base layer.

21.5 Zoom to layer

Use Zoom to layer to navigate to the imported layer extent.

21.6 Delete base layer

Delete requires confirmation and removes the base layer from the app. A success message identifies the deleted layer.

Part V - Review and Export

22. Collected Data Manager

Collected Data is the detailed record-management screen for a project. It should be used for quality review before destructive cleanup or final export.

22.1 Search

Use the search field to filter collected features. Clear search returns to the unfiltered view.

22.2 Geometry filter

Use All, Points, Lines or Polygons to limit the displayed records by geometry type.

22.3 Sort

Sort options are Newest first, Oldest first and Geometry type.

22.4 Date grouping

Features are grouped by collection date. Each date group displays the number of features recorded for that date.

22.5 View a date on the map

Use View this date on map to display the selected date's data spatially.

22.6 Delete all data from a date

The date-level delete action requires confirmation and deletes all collected data for that date.

22.7 Feature actions

Each feature provides View on map, Edit and Delete actions.

22.8 Feature details

The detail view includes General information and Attributes. If no attributes were recorded, the app states 'No attributes recorded'.

22.9 Summary counts

The manager can show Total, Points, Lines and Polygons counts.

Deletion warning: Feature deletion and date-level deletion are destructive. Review/export required data before deleting records.

23. Statistics and Session Information

23.1 Geometry statistics

Statistics separates Line Features, Point Features and Polygon Features.

23.2 Line information

Line statistics include length-oriented collection information and feature breakdowns where available.

23.3 Point information

Point statistics provide collected point totals and feature breakdowns.

23.4 Polygon information

Polygon statistics provide polygon collection totals where present.

23.5 Session timing

Timing information includes Started, Finished, Task duration and Active recording.

23.6 Date

Statistics is associated with a specific collection date, shown using a full date label.

Use of statistics: Statistics is a progress/production view. It does not replace inspection of the actual GIS features and attributes.

24. Exporting GIS Data

GIS Data export creates deliverables for a selected project and collection date. The supplied manual notes that a date is normally shown in red when its data has not been exported and greys out after it has already been exported.

24.1 Export path

Dashboard -> Export -> select project -> Data -> select date -> choose format.

24.2 Available formats

Format	Purpose shown in the UI
Shapefile	Export as SHP
GeoPackage	Export as GPKG
GeoJSON	Export as GeoJSON
KML	Export for Google Earth
CSV	Export attributes and coordinates
Photos	Export selected date photos

24.3 Coordinate-system prompt

For applicable Shapefile exports, Field Mapper can ask for WGS 84 or UTM. WGS 84 is EPSG:4326; UTM uses the locked projection configured in Settings.

24.4 Shapefile choices

The Shapefile workflow offers Shapefile only or Shapefile with photos.

24.5 Export Ready

Before sharing, the Export Ready dialog shows Project, Date, Format and a summary of the export. This is the final review point before the app prepares the deliverable.

24.6 Share

Tap Share to prepare and invoke the device sharing workflow. While preparing, the button displays Preparing...

24.7 Export Completed

After the share/export flow completes, Field Mapper displays Export Completed with a Done action.

24.8 Photo export

Photos can be exported for the selected date. The photo export service organizes media by feature and uses visible feature names in filenames/folders where supported by the current implementation.

24.9 Attribute schema

The export layer is designed to use the intended template attribute schema and suppress internal/helper fields from user deliverables.

24.10 Export verification

29. Confirm the correct project and collection date.
30. Confirm the required format.
31. For Shapefile, confirm the intended WGS 84 or UTM CRS.
32. Compare feature counts with Collected Data/Statistics.
33. Check representative field names and attribute values.
34. Check photos/media where required.
35. Open the final output in the receiving GIS software before delivery.

25. Exporting Statistics

25.1 Export path

Dashboard -> Export -> select project -> Statistics -> select date.

25.2 View Statistics

View Statistics opens the selected date's statistics without creating a file.

25.3 Export & Share

Export & Share creates and shares an Excel statistics report.

25.4 Completion dialog

After creation, the Statistics Exported dialog shows Project, Date, Format (Excel) and the generated file path, with Done and Share actions.

25.5 When to use statistics export

Use the statistics report for progress reporting, production monitoring or administrative reporting. Use GIS Data export for the spatial feature deliverable itself.

Part VI - Accounts and Licensing

26. Account Sign-in and Device Activation

GeoFoundry One combines account sign-in with device-aware licensing. A valid account alone does not guarantee that a particular device can activate; the licence state and device-seat rules also matter.

26.1 Sign-in

Enter Email and Password, then tap Sign In & Activate.

26.2 Choosing a licence

If the account has more than one eligible licence, Field Mapper displays Choose licence. Choices can be Individual or Organization and can show the plan name. Organization choices can also show used/available device seats.

26.3 Activation failures

Reason	Meaning
trial_expired	The 7-day GeoFoundry One trial has ended.
subscription_expired	The GeoFoundry One subscription has expired.
seat_limit_reached	The Android device limit for the licence has been reached.
no_active_subscription	No active GeoFoundry One licence is available for the account.
device_registered_to_another_subscription	This device is already registered to another GeoFoundry licence.

26.4 Account & Licenses screen

The screen shows the signed-in GeoFoundry Account email and provides Organization Licence -> View seats and manage activated devices.

26.5 Device identity

Licensing is device-aware. A licence can therefore be valid for the account but fail activation because the device-seat rules are not satisfied.

Account security: Do not share account passwords across field teams. Manage device assignment through the licence/device workflow.

27. Individual Subscription

27.1 Trial state

The subscription screen distinguishes 'Subscription required' from 'Your 7-day free trial has ended'.

27.2 Billing options

The supplied manual identifies Monthly subscription and Yearly subscription options. It does not provide current production pricing in this edition, so no price is stated here.

27.3 Refresh Licence

Use Refresh Licence to check licence status after the account/subscription state changes.

27.4 Use another account

Use another account signs out of the current licensing flow so another GeoFoundry account can be used.

28. Organization Licence and Device Management

The Licence & Devices screen provides organization seat usage and activated-device management.

28.1 Organization status

The screen can display Organization Licence together with the subscription status.

28.2 Field Mapper seats

The Field Mapper product card represents Android device seats and displays used/limit information.

28.3 Template Builder

Template Builder is shown separately. The current screen can report active Windows devices and represents Template Builder as Included / Unlimited in the licence summary.

28.4 Activated Devices

Each active device can show device name, platform, a shortened device ID and 'This device' when applicable.

28.5 Deactivate device

Devices other than the current organization-licensed device can expose a Deactivate device action. Deactivation requires confirmation.

28.6 Current Device Licence

The screen can show whether the current device uses an Individual or Organization licence, plan name, status, activation date, expiry date and seat information where applicable.

28.7 Sign out

The Account card provides Sign out. The supplied manual states that the login password is required in order to log out.

Seat management: Deactivate devices that are no longer in service when organization seat usage needs to be freed for replacement devices.

Part VII - Help and Troubleshooting

29. Help, Support and About

29.1 Getting Started

Getting Started provides a shorter introduction to the main Field Mapper workflow.

29.2 User Guide

The Help screen contains User Guide with the description 'Help with projects, templates, collection and export'. This manual is the detailed reference intended for that function.

29.3 Support

Support contains Report a Problem and the GeoFoundry One website.

29.4 Report a Problem

Report a Problem opens a support request containing basic app/device information so the user can describe the issue and what they were doing when it occurred.

29.5 Website

The Support page exposes www.geofoundryone.com as the product website destination.

29.6 About

About provides version and application information. Include the app version when reporting reproducible problems.

30. Troubleshooting Reference

Problem	What to check / do
Collector Name Required	Open Settings -> Collector Name, enter the collector identity and save it.
No projects are available	Create a project from Dashboard -> Projects.
Project has no template	Open Collect, tap the project and select an Office Builder or Quick Template.
Assigned Quick Template unavailable	Restore/recreate the required template or reassign an available template as appropriate.
Start New Collection disabled	Today's collection session already exists; use Resume Collection.
Resume Collection disabled	No current-day session exists; use Start New Collection.
Point says Wait for Better GPS	Allow positioning to improve and confirm the correct location source.
Bluetooth scan/connect fails	Confirm Bluetooth is enabled, receiver power is on, pairing/permissions are correct and the

	receiver is within range; retry.
Base layer does not appear	Confirm .gcp import completed, enable the layer and use Zoom to layer.
Cannot finish line/polygon	Ensure sufficient geometry has been collected; Finish is enabled only when the controller reports a valid finish state.
Export sharing fails	Retry Share, confirm the target app/storage destination is available and inspect the in-app error.
Licence cannot activate	Resolve the specific condition: expired trial/subscription, no active subscription, seat limit or device registered to another subscription.
Template fails to load	Use Retry when offered; resolve a missing/incompatible template before continuing collection.

Appendix A - Export Format Reference

Deliverable	Primary use	Notes
Shapefile (SHP)	Traditional desktop GIS interoperability	Can be exported alone or with photos; coordinate-system selection can apply.
GeoPackage (GPKG)	Single-file GIS dataset	Useful for modern GIS workflows.
GeoJSON	Web/GIS interchange	Exports GIS geometry and attributes.
KML	Google Earth / KML workflows	UI describes this as Export for Google Earth.
CSV	Tabular exchange	Exports attributes and coordinates.
Photos	Media delivery	Exports photos for the selected collection date.
Statistics Excel	Progress/production reporting	Separate Statistics export path.

Appendix B - Settings Reference

Settings area	Available controls
Collector Name	Name used during collection.
Coordinate System	WGS 84 collection; Automatic/Manual UTM; ask-

	before-export; default WGS 84/UTM export.
Tracking Accuracy	Minimum distance between points; minimum movement distance; minimum time between points; required location accuracy.
Recording Settings	Keep screen awake; vibration; confirmation sound; map accuracy circle.
Bluetooth GNSS	Device GPS/Bluetooth GNSS; instrument height; auto-connect; scan/connect/disconnect.
Camera Settings	Photo quality; rear/front camera.
Units	Length, area, elevation, coordinate display and speed units.
Theme	System/Light/Dark; Green/Teal/Red/Grey/Graphite accent.

Recommended pre-field configuration record

For controlled surveys, record the selected tracking thresholds, required accuracy, location source, instrument height, unit settings and export CRS policy in the project's field procedure. This makes collection behaviour easier to reproduce across devices and surveyors.

Appendix C - Data Protection and Operational Practice

C.1 Protect collected data

Do not delete projects, dates or individual features merely to clean the screen. Review and export required information before destructive actions.

C.2 Protect account access

Use individual credentials where appropriate, protect passwords and sign out from devices transferred to another user or organization.

C.3 Control device licences

Organization administrators should review activated devices and deactivate devices no longer in service so seat usage reflects the real deployment.

C.4 Verify positioning source

Before every production session, confirm whether Field Mapper is using Device GPS or Bluetooth GNSS and verify the receiver/solution state.

C.5 Verify deliverables

A successful export message means the app completed its export/share workflow; it does not replace GIS quality control. Inspect the final deliverable in the receiving environment.

C.6 Manual maintenance

Update this manual whenever application navigation, settings, licensing rules, collection controls, supported template schema or export behaviour changes.