

## NAVIGATE mode

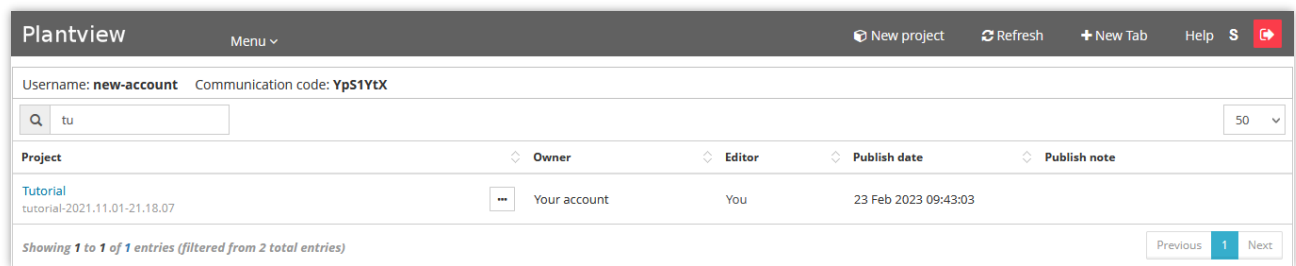
This guide provides an overview of the features needed to view and navigate a project.

### Contents

1. Visual Interface and Tree Structure .....	3
2. Layers and Elements .....	4
3. Search .....	5
4. Filters .....	6
5. Images - Panoramas - Scans .....	7

### Prerequisites

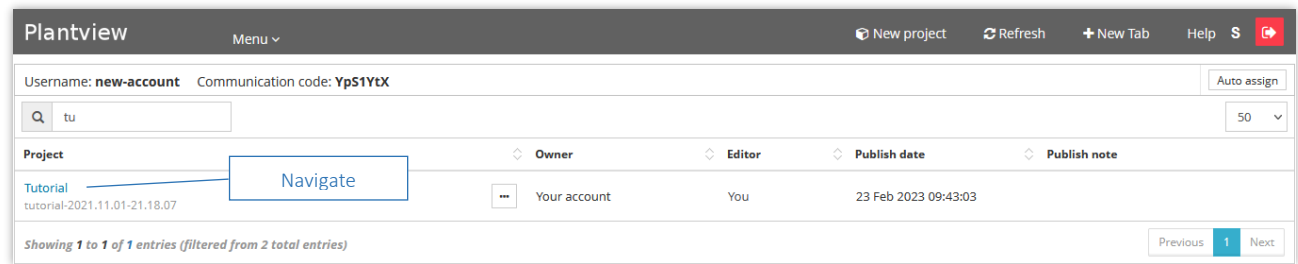
- Plantview is installed and a project has been imported or synced to your computer
- You have the project data in the project directory folder linked to the project



Menu		
	Administration	Opens the Administration section for the account and all projects
	Open a project file	Opens an exported project file.
	Use Scalypso Modeler	Opens Scalypso scans with the modeler application
	Run Scalypso Converter	Opens the Scalypso Converter to create the Scalypso format files
	Default programs	Opens the windows default programs console. Here you can adjust which default external programs are used by Windows to open files.

	New project	Opens the Administration console to create a new project
	Refresh	Refreshed the browser
	New Tab	Will create a copy of the current browser tab
	Help	Includes information to update and support Plantview, has links to the log folder and settings file.
	Storage mode	Toggles between simple and advanced storage mode. Advanced storage mode will provide the user with extended options to manage data downloads and syncs.
	Logout	Logs out the current user

## NAVIGATE mode



	Filter	Filters the project list to match the entry
	Auto-assign	Automatically assigns a predefined path. The prerequisite is that the project owner has inserted a default data path in the administration section

	Navigate	Enters the project viewing mode
--	----------	---------------------------------

### Project operations



Functions		
	Add Data	Opens the project path in windows explorer to add data
	Process Recap	Will prepare Recap data for Plantview analysis
	Analyze	Loads data to the database and creates thumbnails and previews
	Structure Project	Opens the STRUCTURE PROJECT console
	Place elements	Opens the PLACE ELEMENTS console
	Project notes	Opens the PROJET NOTES window for editing
	Elements	Opens the ELEMENTS console
	Info Points	Opens the INFO POINTS console
	Categories	Opens the CATEGORIES console
	Import	Imports a project file to replace the project
	Export	Exports a project file
Publish		Will publish (replace or merge) the project to the server
Get published version		Will get (replace or merge) the project from the server
Project folder		
	Open project data folder	Opens the project path in windows explorer
	Change project data path	Modifies the project data path location
Storage		
	Upload data	Opens the transfer console to upload and sync data
	Download data	Opens the transfer console to download and sync data
Clean data		Opens the clean data console to verify data consistency
Administer/Share	Project administration	Exports a project file

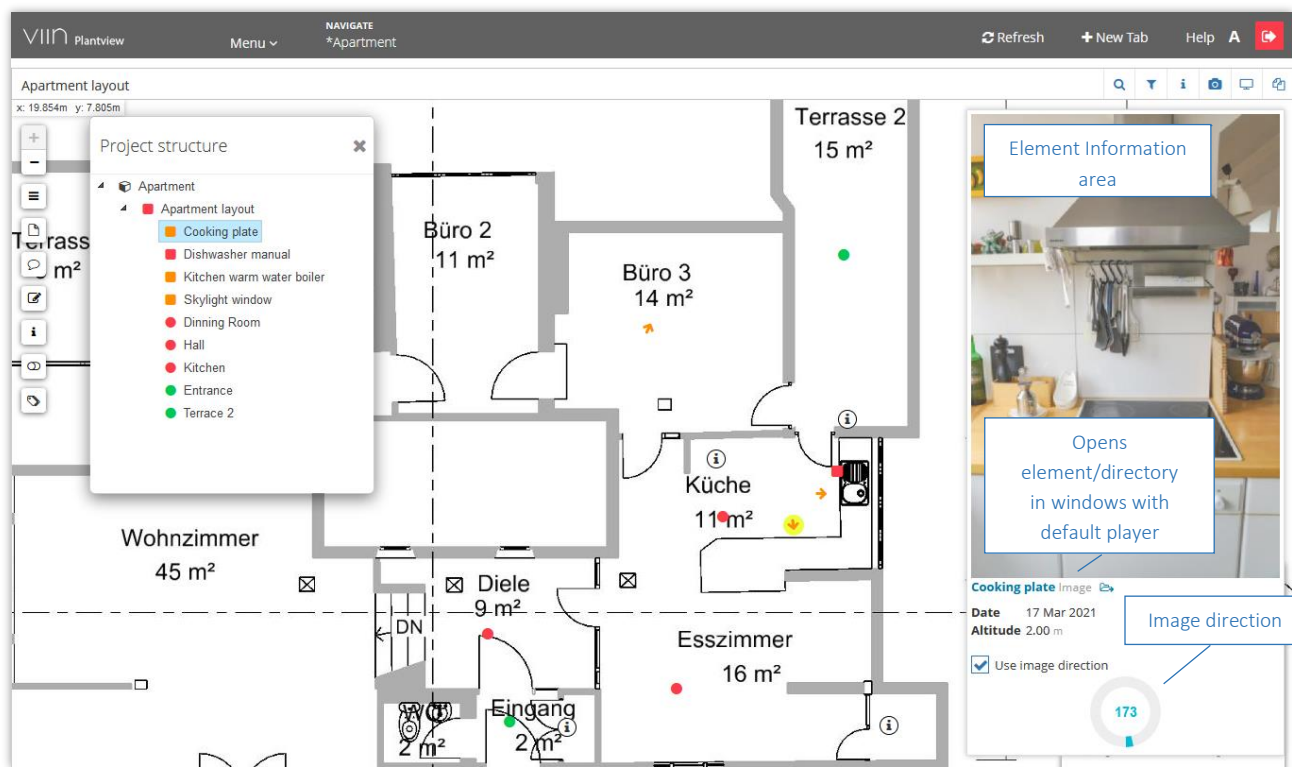
## NAVIGATE mode

### 1. Visual Interface and Tree Structure

Select an element (single click) on the tree or visual interface to focus on the element, highlight it and display a preview in the element information area.

Once selected click again the element in the tree or the layer to open it.

Press “ESC” to deselect the element. The element information area is then removed



	Search	Opens the search tab. Search elements, categories in the project
	Filters	Opens the filters tab. Filter elements by attributes
	Information Points	Place info points, export placed info points
	Layer Screenshot	Takes a screenshot of the layer
	Annotations	Toggles annotations
	Copy URL	Copies the layer URL to paste it into hotspots or external links.

	Project structure	Opens the Project structure window (tree)
	Project notes	Opens the Project notes window
	Annotations	Toggles annotations on the layer
	Viewing mode	Toggles display from Edit to View
	Place an info Point	Places Information points on the layer
	Element move	Enables moving actions for elements
	Organize	Select and assign categories, date/altitude, and exclusions to elements

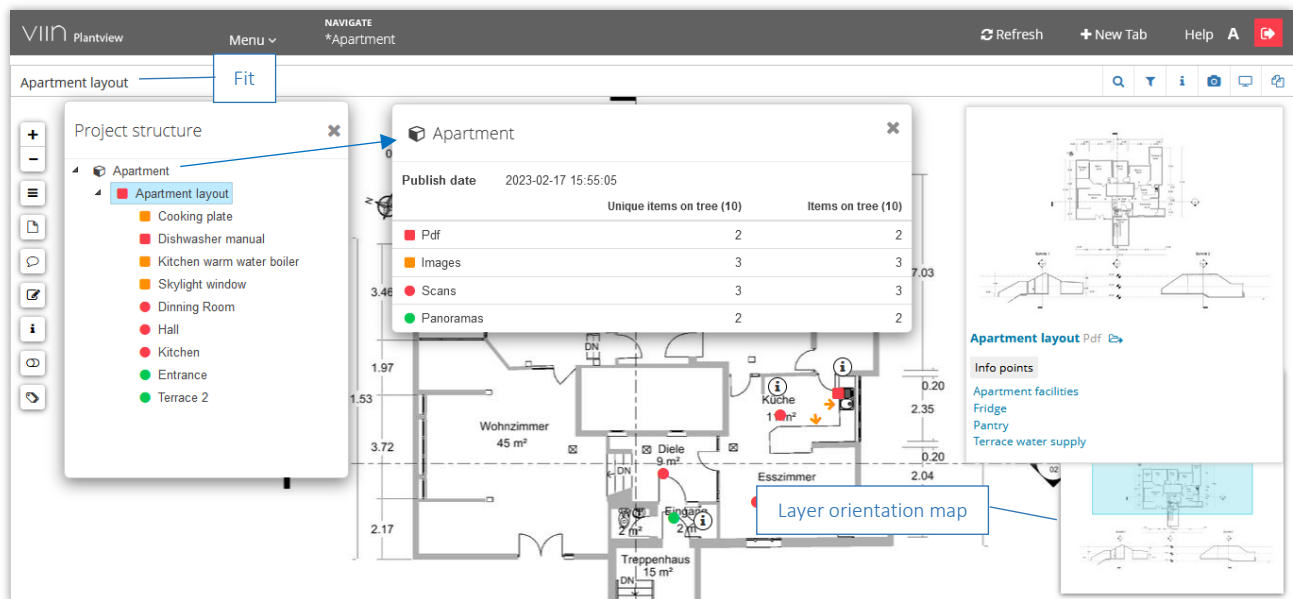
## NAVIGATE mode

### 2. Layers and Elements

Layers are images that contain other elements.

To navigate through the layers of the project you can use the project tree or the visual interface.

- Press on the layer name to fit the image
- Press anywhere on the layer and hold the mouse to pan
- Zoom with the scroll wheel
- Shift + hold the Right mouse button to mark an area, focus, and zoom
- Navigate in the layer by moving the layer orientation map
- Press on the project name to view an overview of all project elements



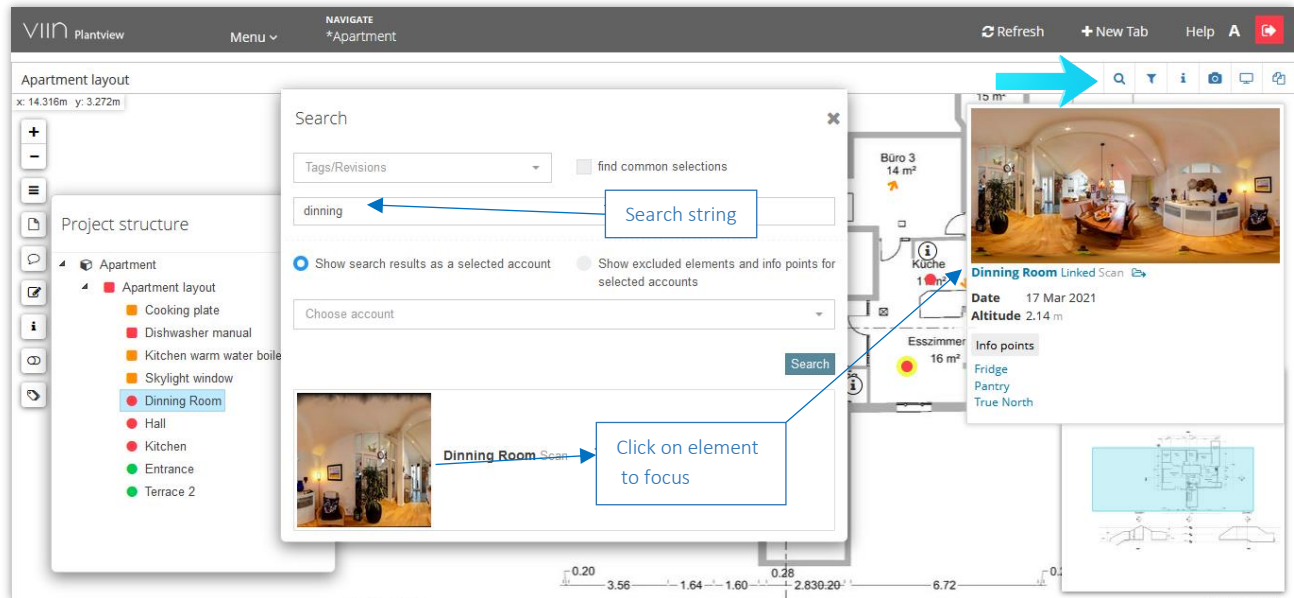
### Element symbols

	Image or layer with no orientation (jpg, png)		Navisworks (nwc, nwd)
	Image with orientation (jpg, png)		Recap (rcs, rcp)
	Scan (Plantview-Scalypso, Truview)		Archive (zip, rar, 7z)
	Panorama		Autocad (dwg)
	PDF		Microstation (dgn)
	Document (doc, doc ,xls,xls, ppt, txt,rtf)		Video (wmv, mov, mpeg, avi, 3gp)
	Info Points		Elements List
	Map		Project

## NAVIGATE mode

### 3. Search

Press on the **Search** button



Tags/Revisions	Will search and display all elements for all the selected categories (OR)
find common selections	Will search and display all elements with the common selected categories (AND)
Choose account	Will search and display all elements (included/ excluded) for the selected account

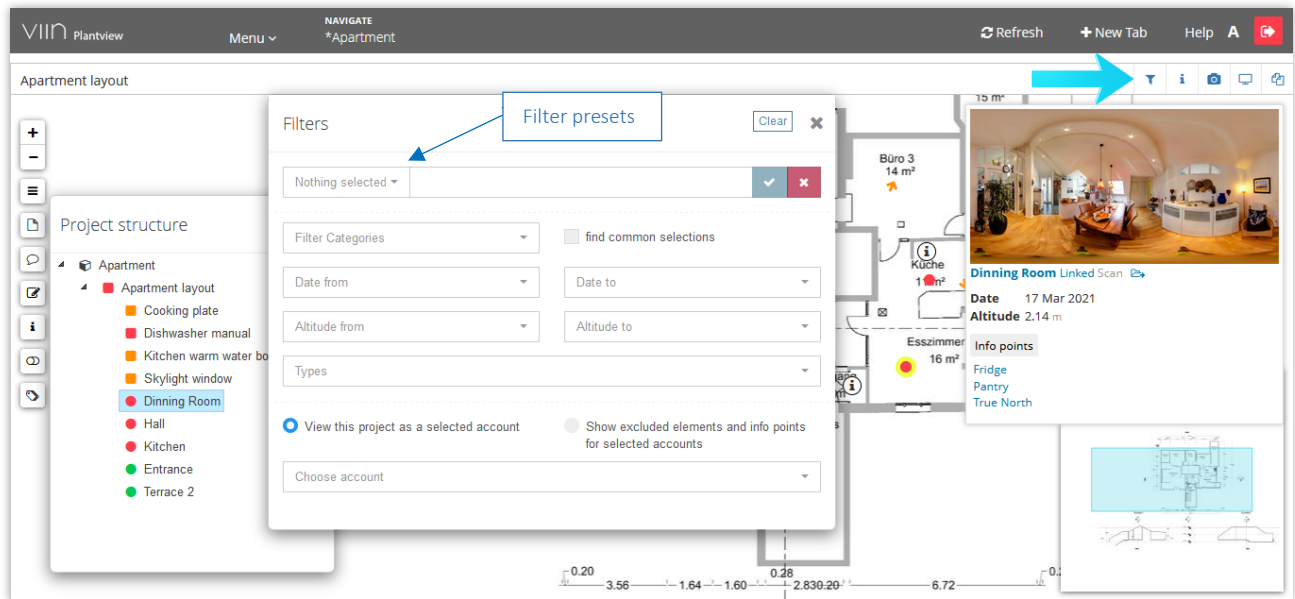
## NAVIGATE mode

### 4. Filters

To filter the content of the visual interface, press the **“Filters”** button.

When activating filters, the visual interface will be modified. The tree structure will be modified as well.

Filters are active when the blue tick ✓ is active.



**Filters** can be combined as needed to obtain the desired result.

<b>Categories</b>	All “Tags” and “Revisions”, that exist on the layer will be offered as a choice
<b>Dates</b>	Choose “From” and “To” dates to filter elements with a date stamp
<b>Altitude</b>	Choose a “From” and “To” value to filter elements with a date stamp
<b>Types</b>	All element “Types” that exist on the layer will be offered as a choice

**Filter presets** can be saved for easier element visualization and management.

<b>Clear</b>	Clears and resets all filter settings
✓	Saves the new “preset filter” under the defined name or saves the changes made.
✗	Deletes the preset filter from the list

To modify and/or rename a preset filter:

- Select the preset filter
- Make modifications to the filter and/or rename it
- Press ✓ to accept the changes

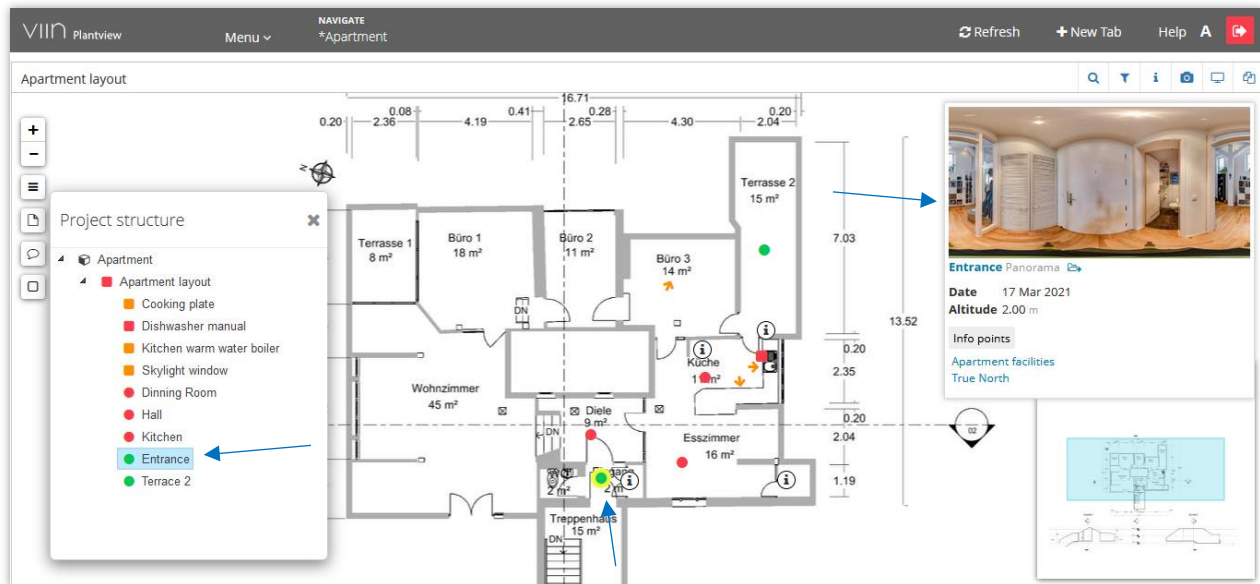
To copy a preset filter under a new name

- Select the preset filter
- Switch to **“Nothing selected”** under the filter names
- Make modifications to the filters and give them a new name
- Press ✓ to accept the changes

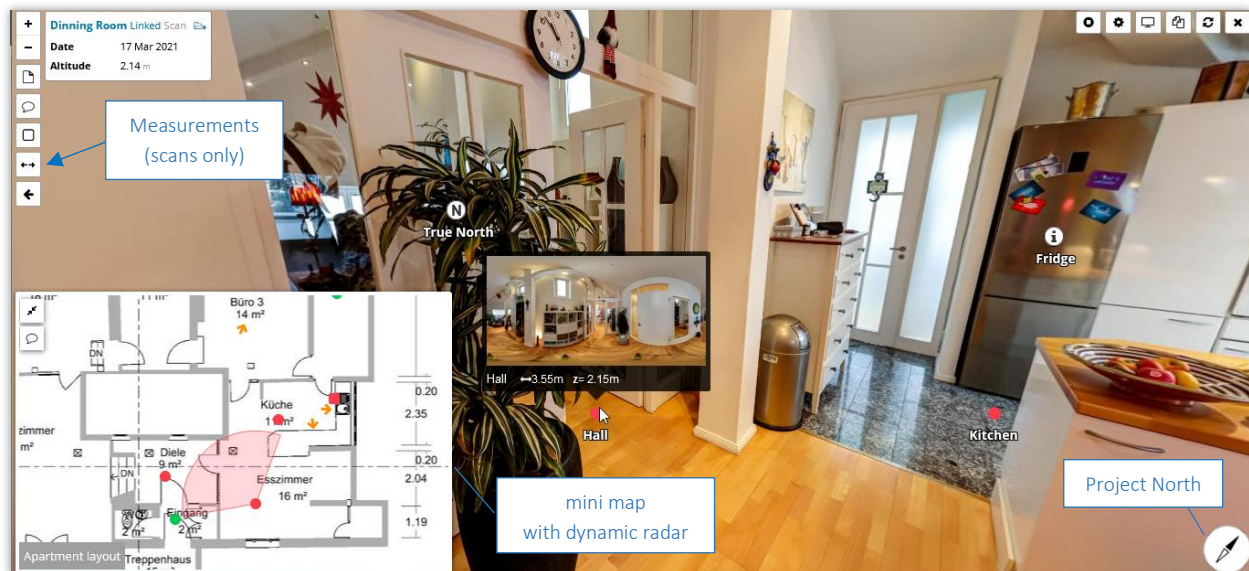
## NAVIGATE mode

### 5. Images – Panoramas - Scans

To open an element double click the element on the tree or the layer or its preview image.



The image, panorama, or scan will open in the VIRTUAL TOUR mode.



- The mini-map shows the layer with the location and orientation of the element and its neighbours.
- Navigate to the minimap and click on a neighbour to visit.
- On the element view, hover over a neighbour to view the preview, distance to your position, and the absolute height. Click on the neighbour or its preview to visit.
- Click on the north indication arrow to turn the panorasse back to the project north direction
- Go back to the layer by pressing "Navigate".
- When viewing scans "Measurements" will activate to enter the measurement module