



Penmap *encore / encoreT / office*

Installation Guide

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Welcome

Foreword

Thank you for purchasing Penmap Mobile Data Collection software.

Penmap is a unique and powerful Mobile Data Collection software designed to operate on Windows XP/Vista/Windows 7 and Windows Mobile 5/6 platforms.

Using Penmap, data that was previously collected using text-only loggers and then plotted back at the office may now be viewed onscreen instantly. Viewing data "as collected" is only part of the advantages of Penmap: Users are able to take existing data "set out to site" in a digital format. This existing data can then be edited along with new data being added. This greatly reduces errors, time spent, and the need to revisit sites.

This combination of data collection and handling produces a field editing system, more powerful than any individual Surveying, CAD or GIS System, and of unparalleled multiple functionality.

*Note: All screen shots in this User Guide show the PDA version.

Resources

You can find all software downloads and updates in the support section on www.penmap.com. You will also find useful **video tutorials** about every function of Penmap there. This is the fastest way to get familiar with your Penmap software in your own speed.

In addition you can contact your Penmap Support team for customized training sessions, online or in your office.

Support

As a registered Penmap user you have access to our online Customer Portal. Sign-up is free. You can use it to create support tickets for every question you might have. Our support team will assist you as fast as possible.

Alternatively you can email your support questions to: support@penmap.com.

During the first 30 days after your purchase your Penmap support is free of charge. After that period we highly recommend to sign-up for the Penmap Support & Maintenance Plan. Please contact your Penmap reseller or purchase / renew your contract online on www.penmap.com.

Copyright Notice

Penmap is protected by U.S. and International copyright laws, treaties, and conventions, and is registered at PriorMart.com under *ID 4910809929215* and *ID 4910906018268*. All information in this User Guide are subject to change.

Installation Penmap *encore* (PDA version)

The installation process and the supporting programs required to install Penmap on your PDA device differ from your PC's operating system. Please use the correct section for detailed instructions.

Windows XP

To install Penmap on your PDA and to transfer files between your PC and PDA you will need Microsoft *ActiveSync 4.5* installed on your PC. Please visit www.microsoft.com for more details and the free download. You can also download it from Penmap website's support section. You will also need an USB cable handy to connect your PDA to the PC.

If you have previous versions of Penmap *encore* installed, please read the Penmap Release Notes for further instructions.

To Install Penmap, please follow these steps:

1. Ensure that your PDA is **not** connected to your PC.
2. If this is the first time you install Penmap *encore*, you will also need to install the Microsoft Compact Framework 3.5 (Step 3a).
3. a) Install the Compact Framework by double-click on the file: *NETCFSetupv35.msi*
b) Install Penmap by double-click on the Penmap installer file.
4. Please follow the instructions on your PC.
5. After completing the installation(s) on your PC, connect your PDA to the PC via the USB cable.
6. Instructions on your PC and PDA should guide you through the installation process. If your PDA has limited internal storage memory we recommend to increase storage memory by adding a memory card (e.g SD / microSD) to your PDA and install onto this memory card.
7. After completing the installation you can start Penmap. Please read the next section about activating your Penmap license.

**Note: If you experience any difficulties during installation we recommend to reset your PDA / Handheld GPS to factory defaults.*

Windows Vista / Windows 7

To install Penmap on your PDA and to transfer files between you PC and PDA you will need Microsoft *Mobile Device Center 6.1* installed on your PC. Please visit www.microsoft.com for more details and the free download. You can also download it from Penmap website's support section. You will also need an USB cable handy to connect your PDA to the PC.

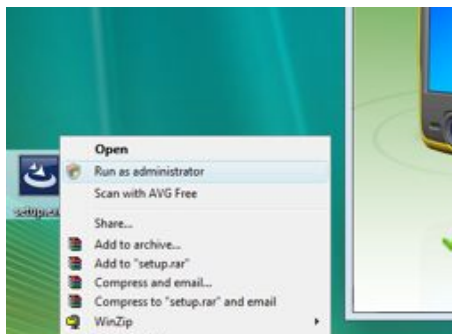
If you have previous versions of Penmap *encore* installed, please read the Penmap Release Notes for further instructions.

To Install Penmap, please follow these steps:

1. Ensure that your PDA **is** connected to your PC.



2. If this is the first time you install Penmap *encore*, you will also need to install the Microsoft Compact Framework 3.5 (Step 3a).
3. a) Install the Compact Framework by right-clicking on the file: *NETCFSetupv35.msi* and selecting "Run as Administrator".
b) Install Penmap by right-click on the Penmap installer file and selecting "Run as Administrator".



4. Please follow the instructions on your PC.
5. Instructions on your PC and PDA should guide you through the installation process. If your PDA has limited internal storage memory we recommend to increase storage memory by adding a memory card (e.g SD / microSD) to your PDA and install onto this memory card.
6. After completing the installation(s) you can start Penmap. Please read the next section about activating your Penmap license.

**Note: If you experience any difficulties during installation we recommend to reset your PDA / Handheld GPS to factory defaults.*

Installing Penmap on a Trimble Handheld GPS where TerraSync is already installed

Please note that there is a separate installer for Penmap *encore* when you are installing Penmap on a Trimble Handheld GPS or controller where Trimble TerraSync is already installed. The file name of this installer is: *Penmap_encore_[version number]_PFTools.exe*

Installation Penmap *encoreT* and office(TabletPC version)



Windows XP / Windows Vista / Windows 7

Installation of Penmap *encoreT* on any Windows platform is a simple 2 step process:

1. Install the Microsoft .NET 3.5 Framework (not required if installed on Windows 7)
You will find the .NET Framework installation on your Penmap CD or as a download link from the Penmap support website. Double-click on the *dotnetfx35.exe* and follow the instructions on your PC.
2. Install Penmap *encoreT*
Double-click (Windows XP) or Right-click / Run as Administrator (Windows Vista, Windows 7) on the Penmap *encoreT* installation file and follow the instructions on your PC.

Note: Installation of Penmap *encoreT* will require the latest Windows Update installed. If unsure, please install the VC++2005 Service Pack redistributable (*vc redistrib_x86.exe*) provided on the Penmap CD or available from the Penmap support website.

After completing the installation(s) you can start Penmap. Please read the next section about activating your Penmap license.

License Activation

Penmap License System

Penmap is protected by a hardware specific software key. Each Penmap license key is unique to the hardware Penmap is installed on. When you have purchased Penmap or requested an evaluation license you have received following registration details:

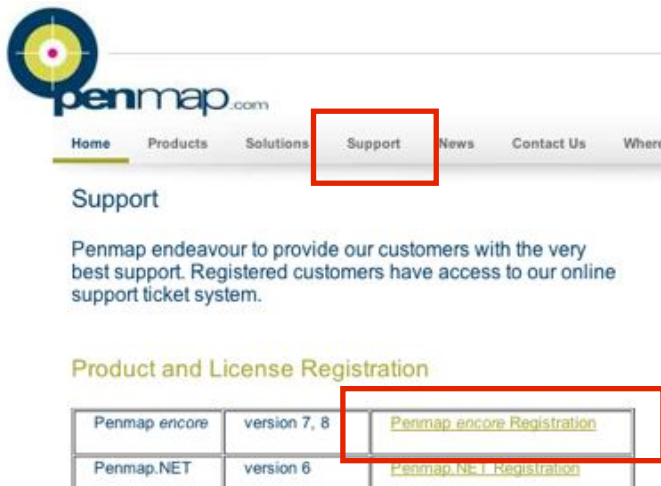
- A unique Serial number, and
- A unique Customer Access Code (CAC)

You will need both information to register your Penmap license and get your license key. You can register your Penmap license online on www.penmap.com/registration

Online Product Registration Centre

After installing Penmap on your hardware (PC or PDA) you have to register your Penmap license online. You can use any computer, connected to the Internet (it is not necessary that the PC/PDA with your Penmap installation has an Internet connection).

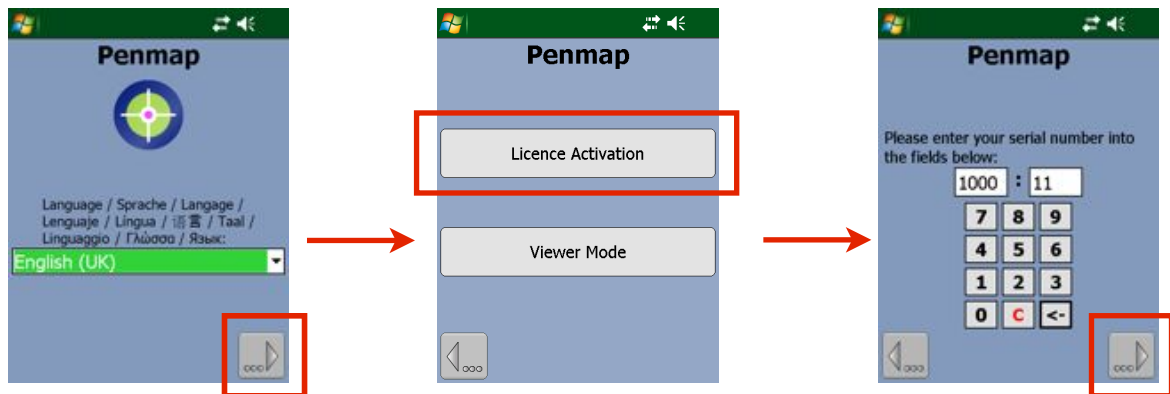
Go to the Support section on www.penmap.com and click on the appropriate registration link: *Penmap encore Registration* or use the direct Registration link: www.penmap.com/registration



Start Penmap and Activate Your Penmap License

Please follow the steps below to run Penmap and activate your Penmap license:

1. On the PDA go to *Start - Programs*, and click on the Penmap icon. On a TabletPC the Penmap installation should have created a shortcut on the desktop. Double click the Penmap icon to run Penmap.
2. When you run Penmap for the very first time, a wizard will guide you through the settings and registration process. First, please select your language, then click on License Activation and enter your License serial number.

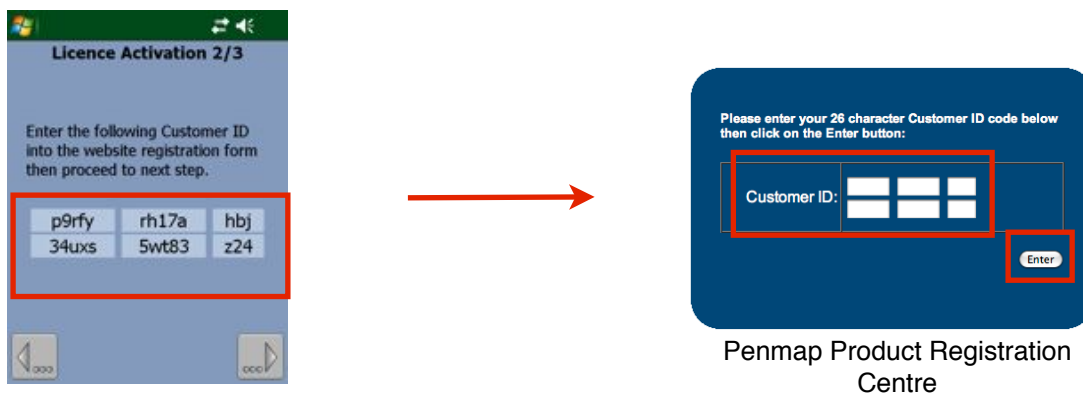


3. Access the Product Registration Centre via the *Penmap encore Registration link* (see previous chapter). Enter your registration details into the fields and click *Enter*.

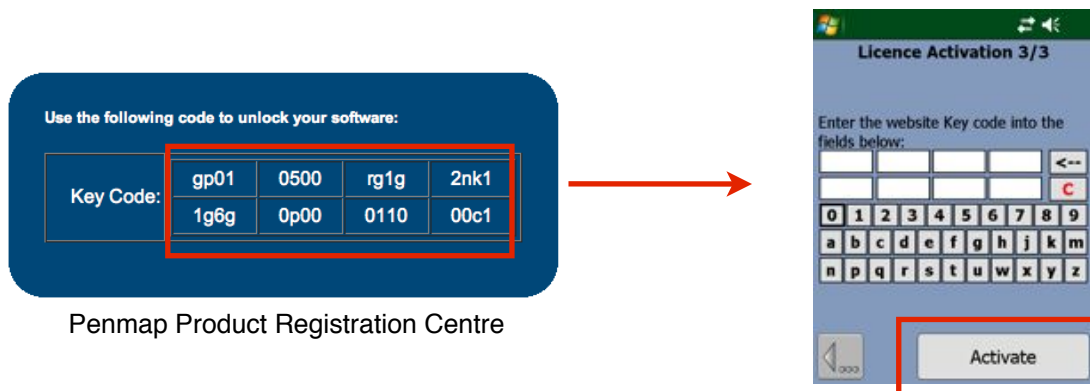


4. Update and confirm your user details. This ensures that you will receive notifications about software updates and other Penmap news.

- Go to the next step in the Penmap registration wizard. Enter the displayed Customer ID into the fields of the online registration page and click *Enter*.



- The website will now display your Key Code. Please enter it into the fields in the Penmap key entry form and click *Activate*.



- Your license is now activated and you can start using Penmap. You can check your license details and Serial number under *Settings - Properties - Key tab*

