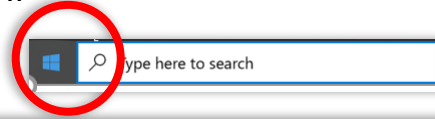


Instructions to download, install, login, & submit Permit to Work & Checklist(s)

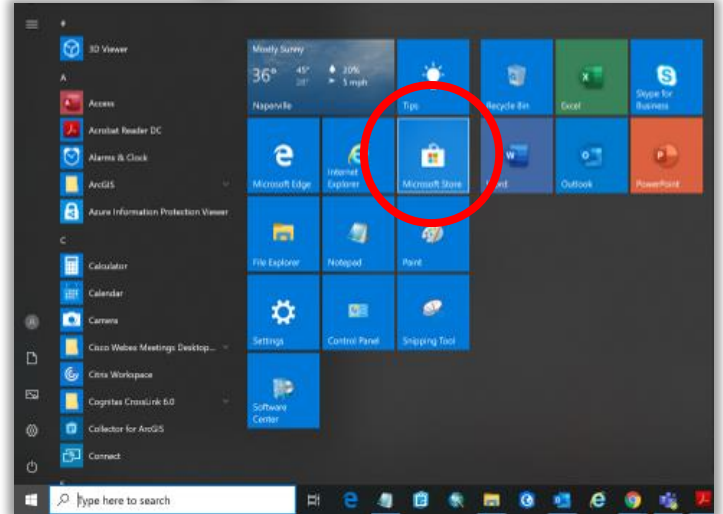
Laptop/PC Installation – Survey123 for ArcGIS

If you have a *Windows 10* machine follow instructions below

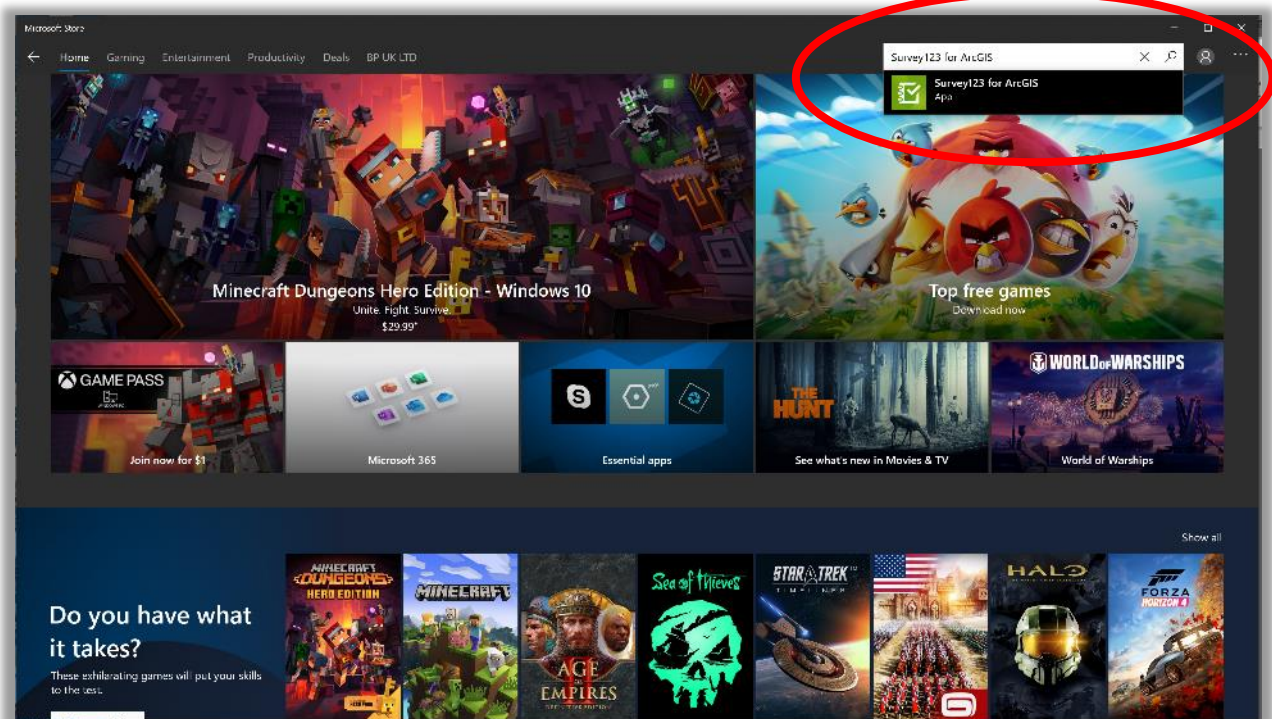
1. Click on Start icon located lower left corner of desktop



2. Click on Microsoft Store icon



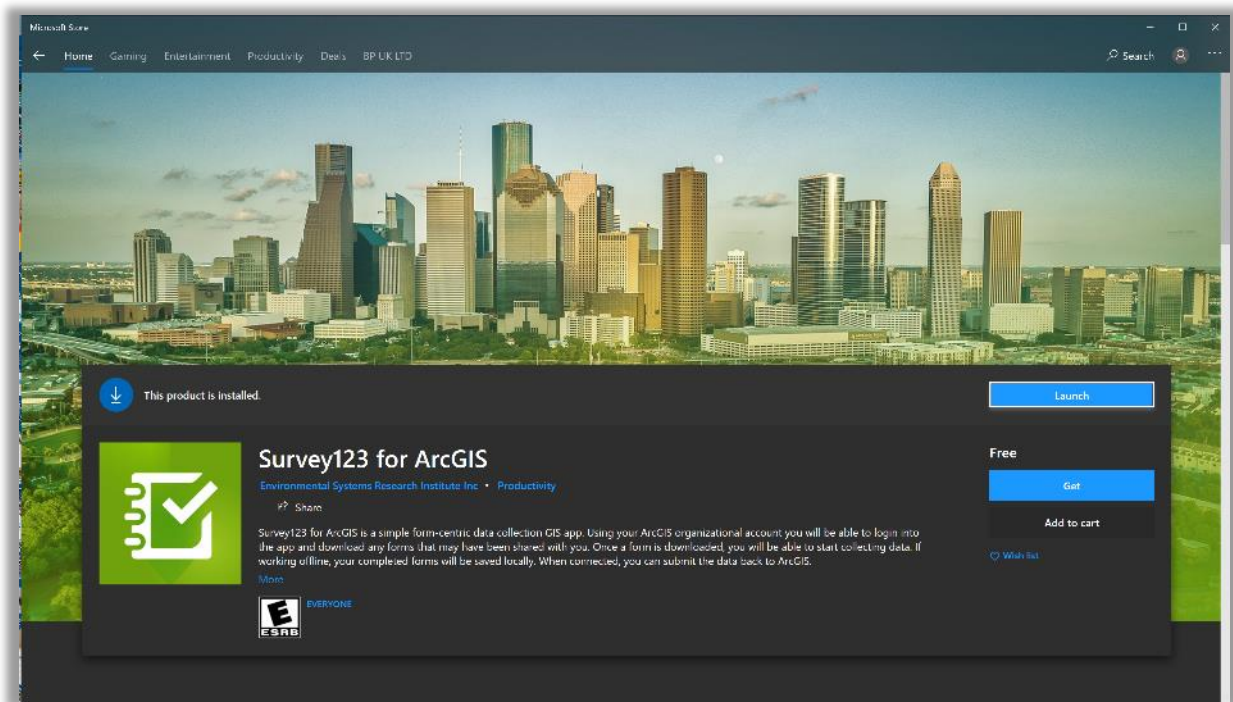
3. In search bar upper right corner, type 'Survey123 for ArcGIS', click search, Select on 'Survey 123 for ArcGIS' app



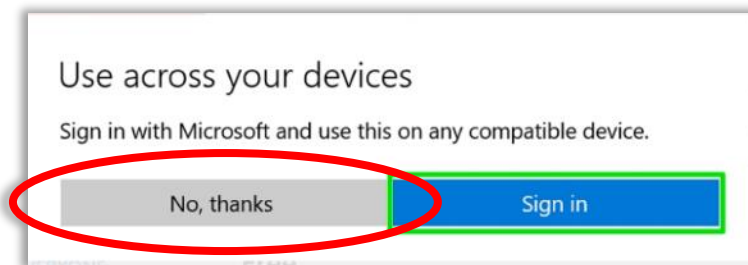
USPL Permit to Work Mobile App – Contractor/AOD



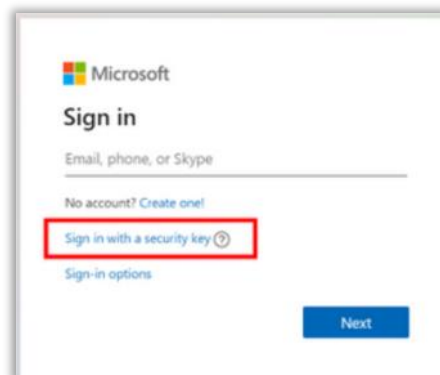
- Click 'Get' button and follow instructions to install and launch



- Small window appears asking you to 'Use across your devices, Sign in with Microsoft and use this on any compatible device' **select 'No thanks'**. Continue to step 8



- If you encounter a window that asks you to sign in using your Microsoft account credentials.....ie Email, phone, or Skype, **DO NOT CONTINUE**. Stop, cancel, close Microsoft store. Follow step 7 to correct download procedures.

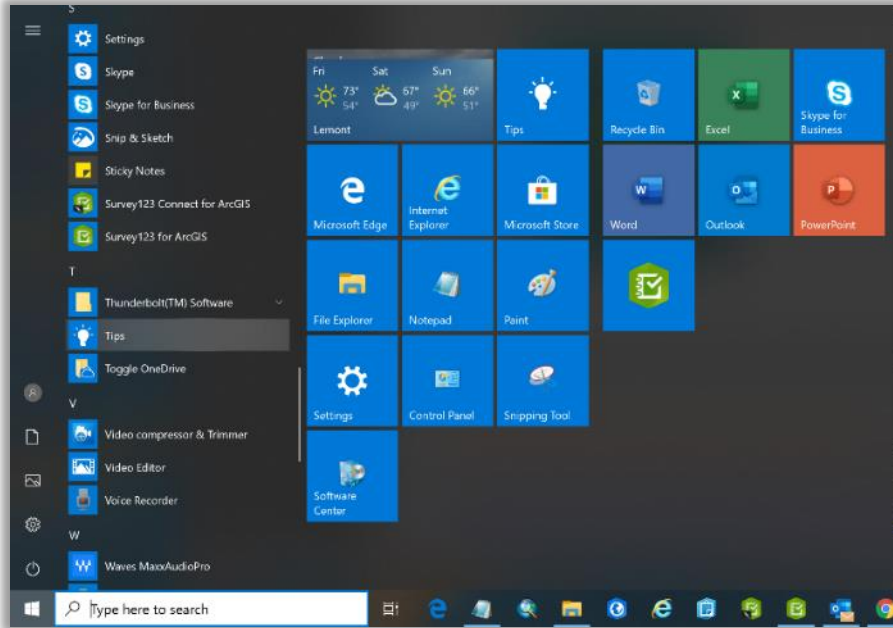


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7. User needs to go to following Microsoft site to **'Reset the Microsoft Store cache'**
<https://support.microsoft.com/en-us/help/13765/microsoft-store-cant-find-or-install-app>

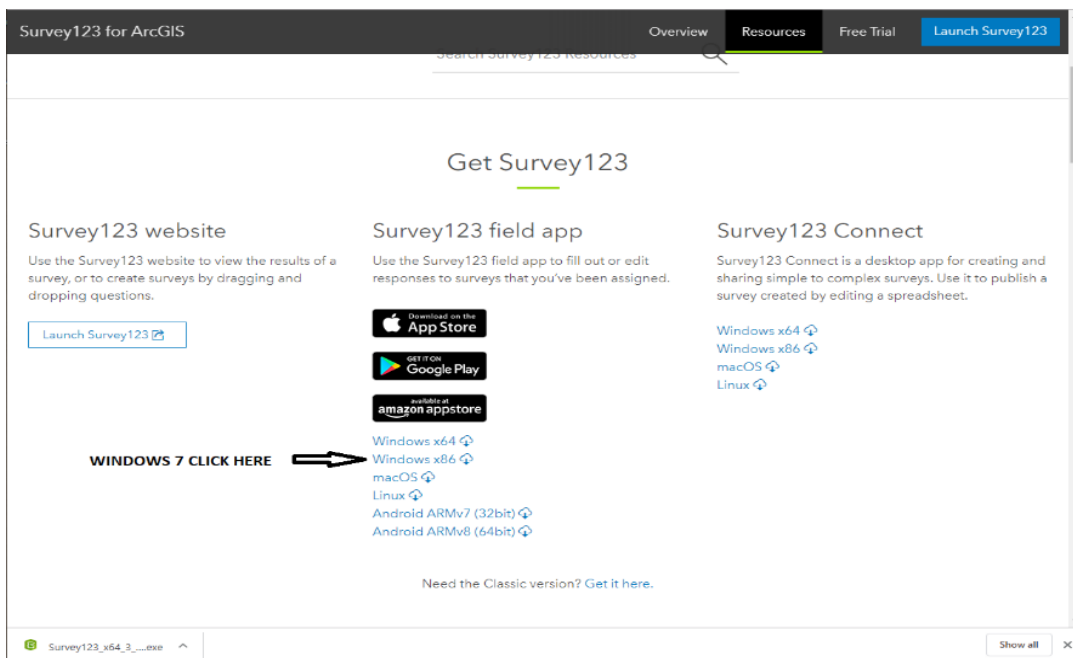
Go to section of page 'If you're still having problems finding or installing an app' and follow instructions. After following instructions go back to step 1 and try installation again. If problem still exists reach out to OneMapUSPL@bp.com for assistance.

8. Check your desktop for the Survey123 Icon after installation or start menu 'Survey123 for ArcGIS

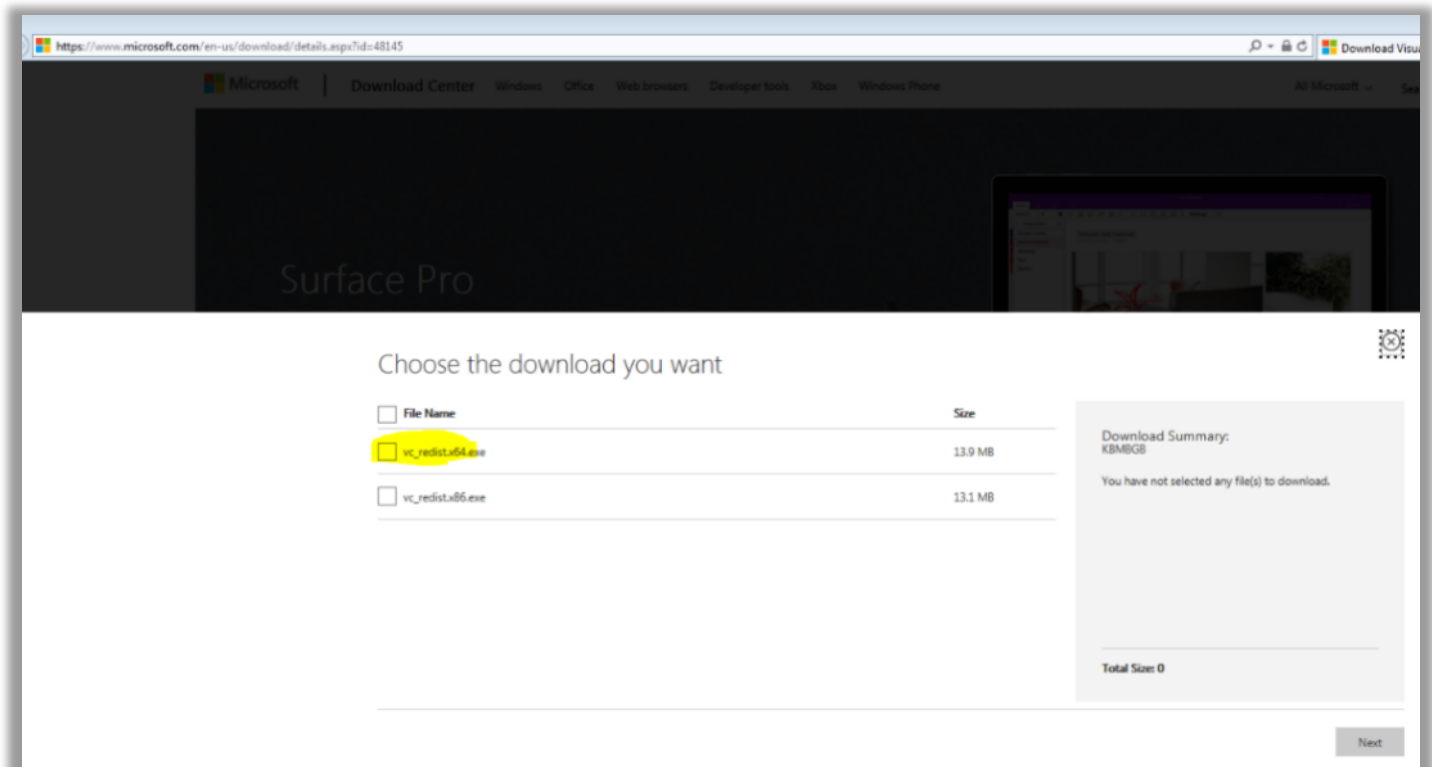


****If you don't have a Windows 10 machine follow instructions below**

9. Visit url, download, and install the Survey123 for ArcGIS app
<https://www.esri.com/en-us/arcgis/products/survey123/resources>
 - a) Note: Look under **Survey123 field app**. Do not download from Survey123 Connect or Survey123 website sections
10. Select Windows x86 if you have a Windows 7 machine and follow instructions



***KNOWN ISSUE for Microsoft Windows 7 users ONLY:** After Survey123 for ArcGIS installation, if you receive install error related to a missing 'dll' for 'Visual C++Redistributable for Visual Studio', please visit the web site below and click on download. You will then be prompted to choose a download please select the highlighted below. Download and Install `vc_redist.x64.exe`
<https://www.microsoft.com/en-us/download/details.aspx?id=48145>
Afterwards Survey123 will work on your machine.

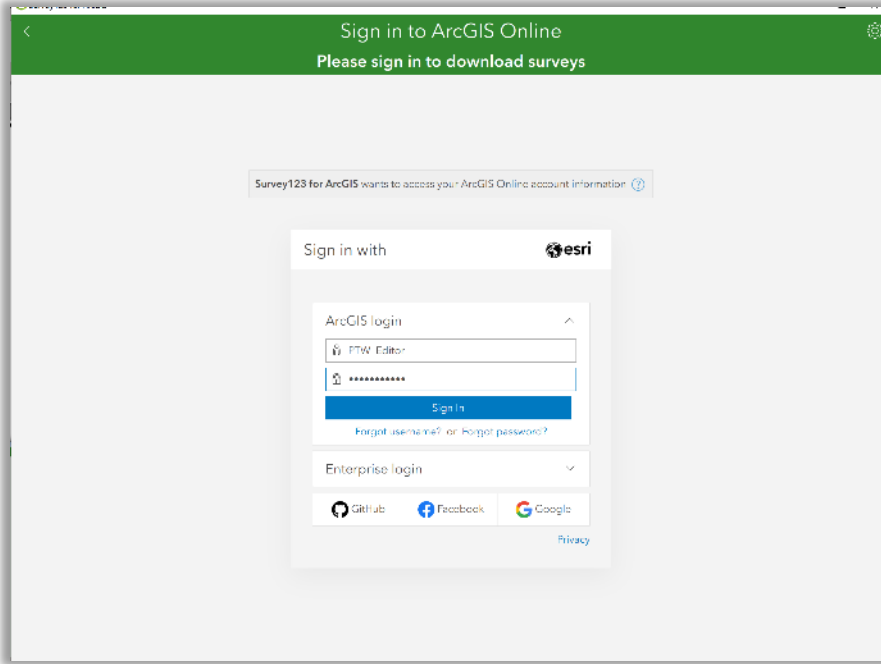



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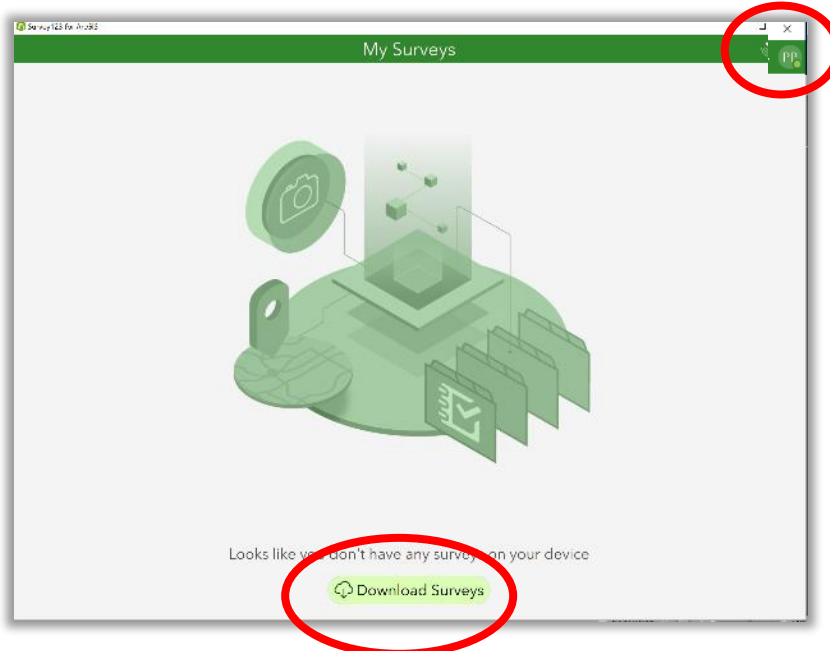


Download USPL Permit to Work – Laptop/PC

1. Open Survey123 app either from your start menu or desktop, Sign In window, choose 'ArcGIS login'
 - a. Under Username enter: *Please ask your BP representative for information*
 - b. Under Password enter: *Please ask your BP representative for information*
 - c. Click 'Sign in'



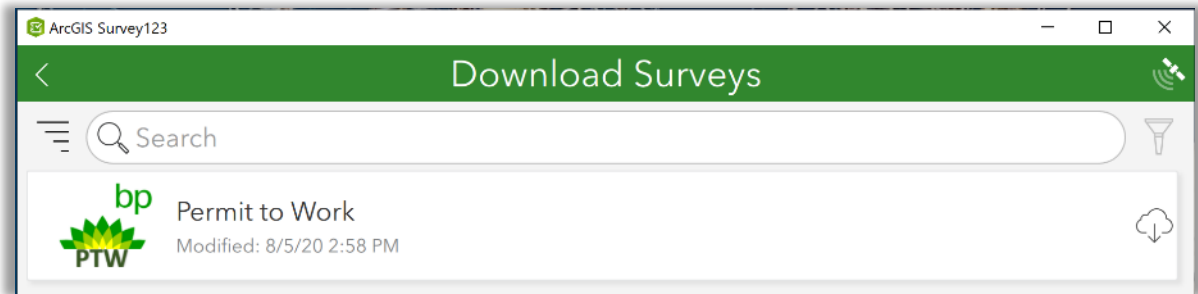
2. Two locations to download Permit to Work survey, click 'Download Surveys' or upper right corner click on 'PP'  profile then 'Download Surveys'




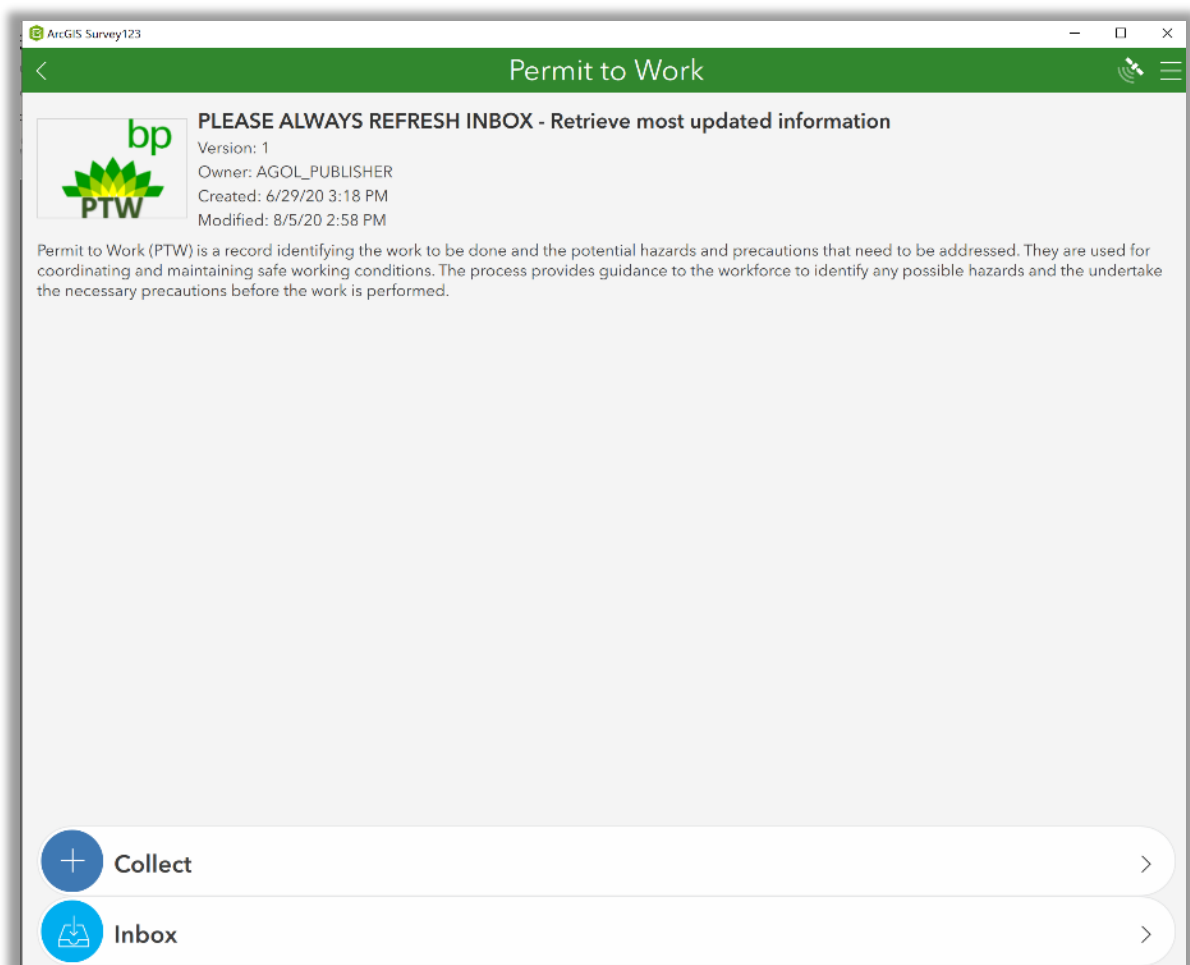
USPL Permit to Work Mobile App – Contractor/AOD



3. Click the cloud icon on the right to download the survey 'Permit to Work' (shown in figure below) to your device.





4. Click the **Back** button  in the upper-left corner to return to the My Surveys screen.
5. The Permit to Work Survey will appear under My Surveys.
 - a. Click on the survey, then click **Collect** to begin a new Permit to Work.



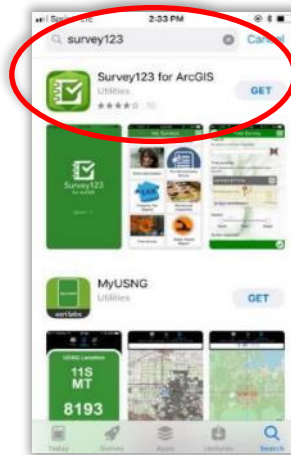
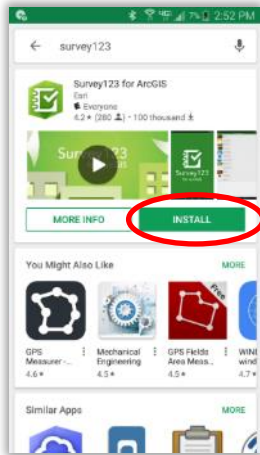
USPL Permit to Work Mobile App – Contractor/AOD

Attention ...If you will be using a mobile device, at this time a tablet is preferred. Current user interface compatible with larger screens only...ie tablets. Do not use a mobile phone.

Mobile Devices Installation – Survey123 for ArcGIS

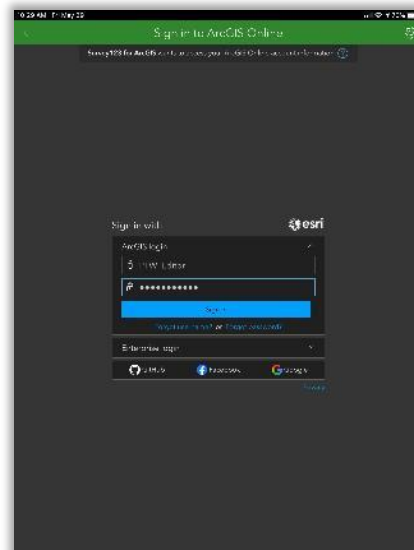
1. On mobile device (phone or tablet)
 - a. On iOS (iPhone or iPad), go to App Store,  search on 'Survey123 for ArcGIS', locate and download using your Apple account.
 - b. On Android, go to Google Play,  search on 'Survey123 for ArcGIS', locate and download using your Android account.

*****DO NOT DOWNLOAD APP NAMED: Collector Classic (old version)**




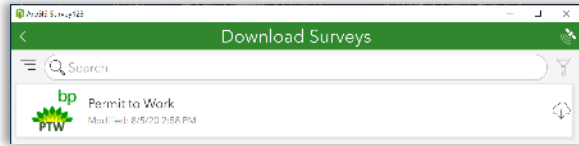
Download USPL Permit to Work – Mobile Device

1. Once installed, open Survey123 for ArcGIS either on iOS or Android
2. Window appears asking Survey123 to use your location, select 'Allow While Using App'
3. Click 'Download Surveys'
4. On the Sign In screen select 'ArcGIS Login'
 - a. Under Username enter: *Please ask your BP representative for information*
 - b. Under Password enter: *Please ask your BP representative for information*



USPL Permit to Work Mobile App – Contractor/AOD

5. On the Download Surveys page
6. Click the cloud icon on the right to download the survey 'Permit to Work' (shown in figure below) to your device. After survey downloaded, click 'OK'.
Click the **Back** button  in the upper-left corner to return to the My Survey screen.



7. The Survey will appear in your My Surveys, click on the survey, then click 'Collect' to begin a new PTW survey.

