



# Update of Survey123 for ArcGIS Application on PC

## Purpose

In support of user feedback, the DevOps team has developed version 2 of the Digital Repair and Inspect Report. This document is intended for users that have completed the original training and have utilized the digital report.

\*\*\*\*\***Note!!! THIS WILL DELETE YOUR DRAFTS**\*\*\*\*\*

If you have a survey in Draft Inbox, you will need to fill out the required fields designated by red asterix to push it to the cloud before completing the steps below. Once pushed to the cloud, you may retrieve report after installing new versions of app and report, just refresh your Inbox after all completed installations.

## Application Changes in Version 2

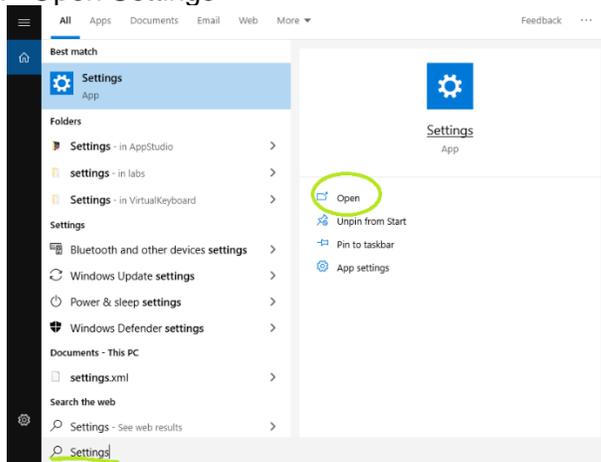
- Latitude and Longitude must be entered through GeoPoint only
- Format of In-Progress Surveys Change to show RIR # and Dig Site #
- Emailed Print outs of Form for Project Related RIR
- Removal of Project RIR attachments
- Addition of notes

## Steps for Uninstallation of Current Software

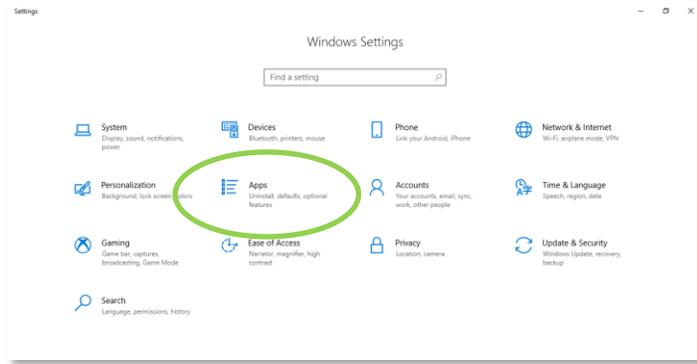
On your PC go to the search and type in 'Settings', click Open



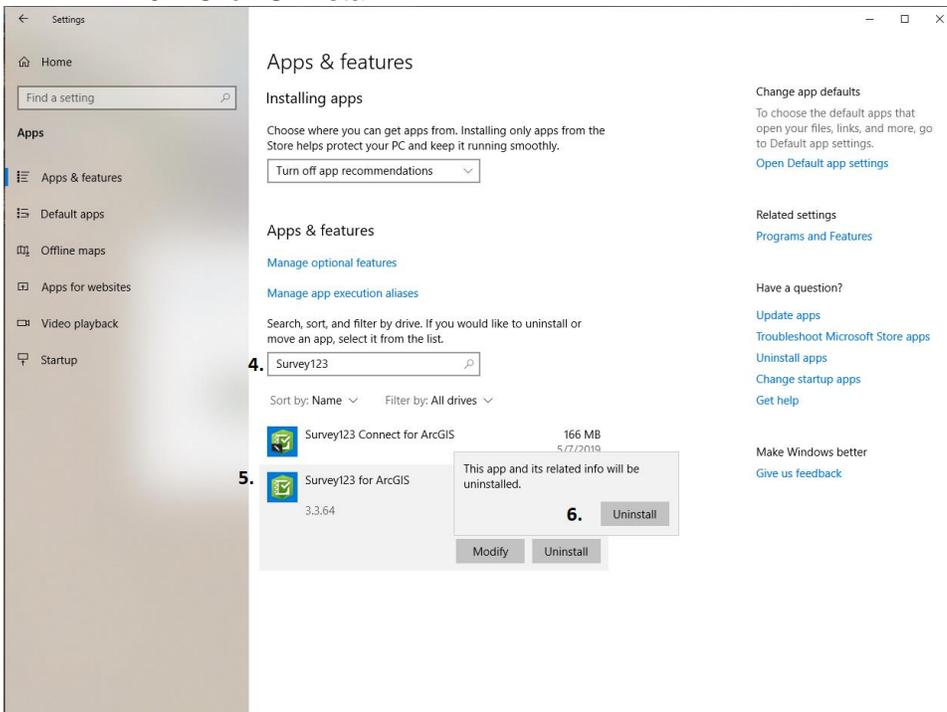
### 1. Open Settings



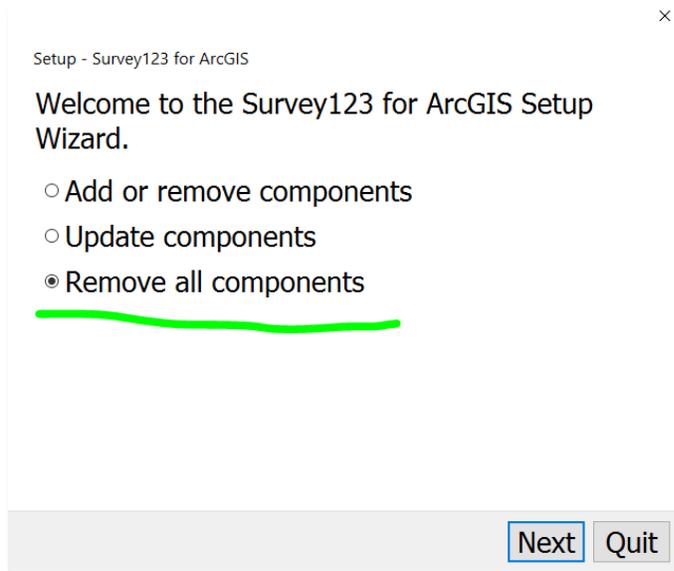
### 2. Select Apps



3. In 'Search this list' box type in 'Survey123'
4. Click Survey123 for ArcGIS
5. Click Uninstall

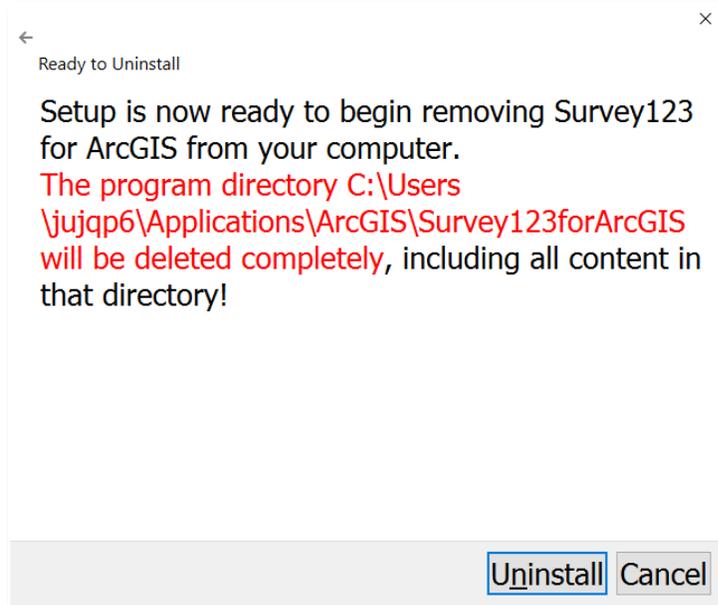


6. You will be prompted by Survey123 to follow instructions
7. Select remove all components



8. Click Uninstall

a. **IF YOU HAVE ANY DRAFTS THEY WILL BE LOST AFTER THIS POINT**



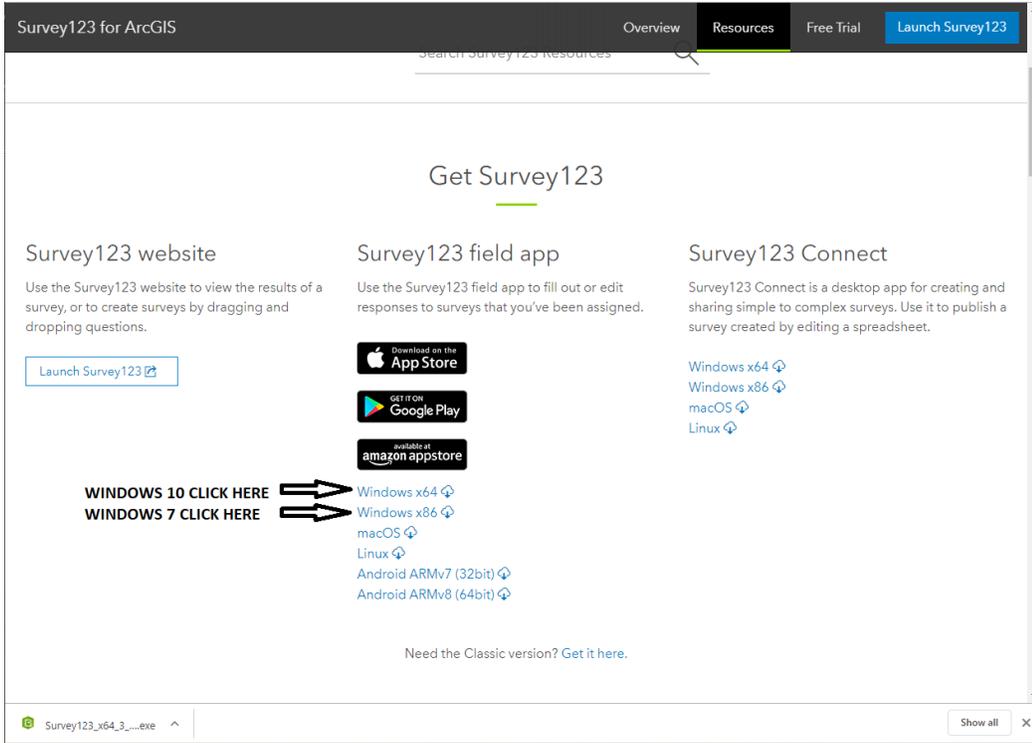
9. Click Finish to Complete Uninstall

10. Follow the link <https://www.esri.com/en-us/arcgis/products/survey123/resources> to access the new installation of Survey123 Application

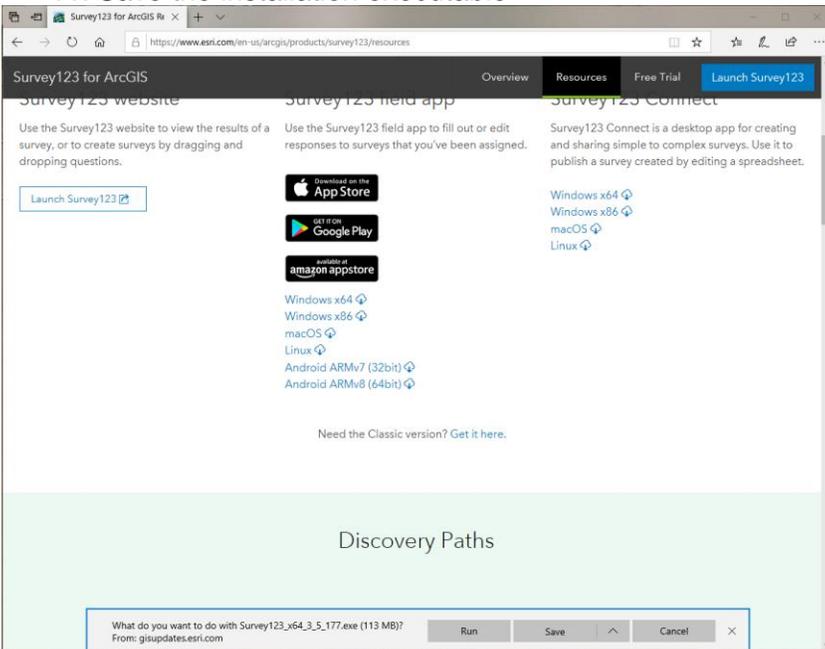
a. SEE BELOW FOR VERSION

i. **If you have received a new PC, it is Windows 10 based**

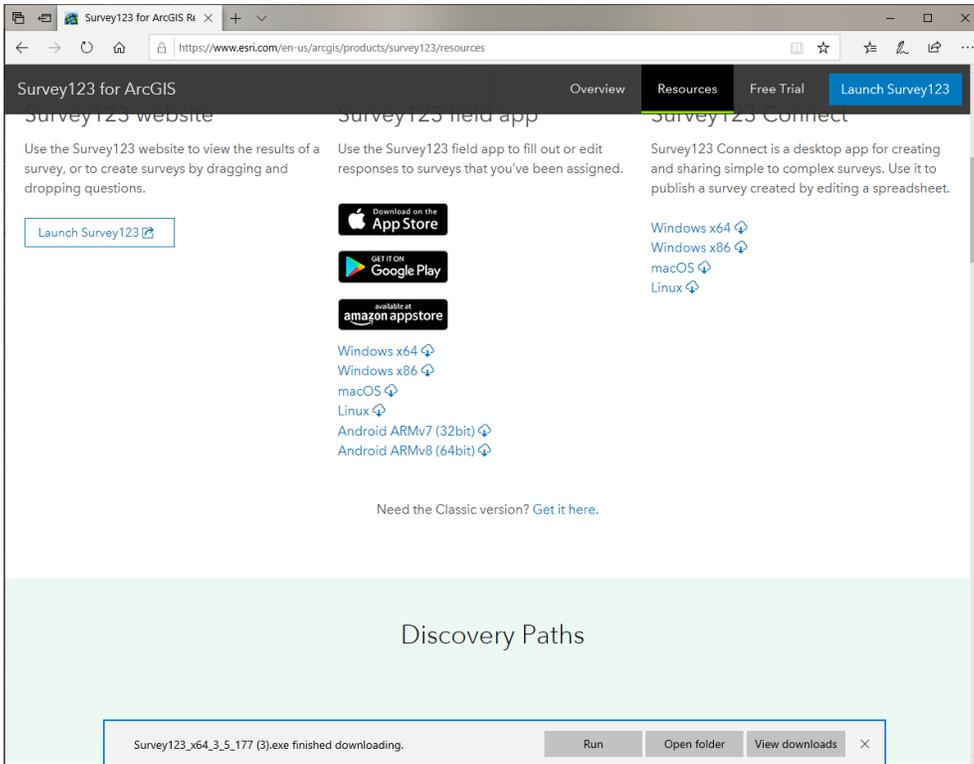
b. Apple Macs, select macOS



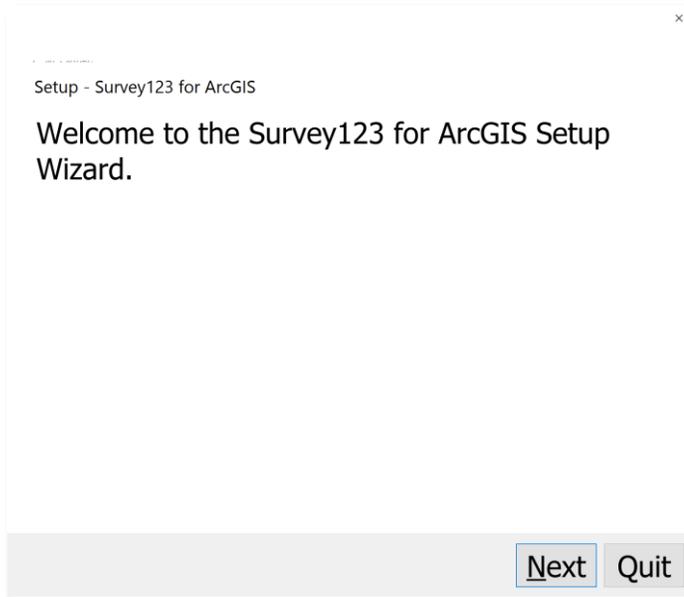
### 11. Save the installation executable



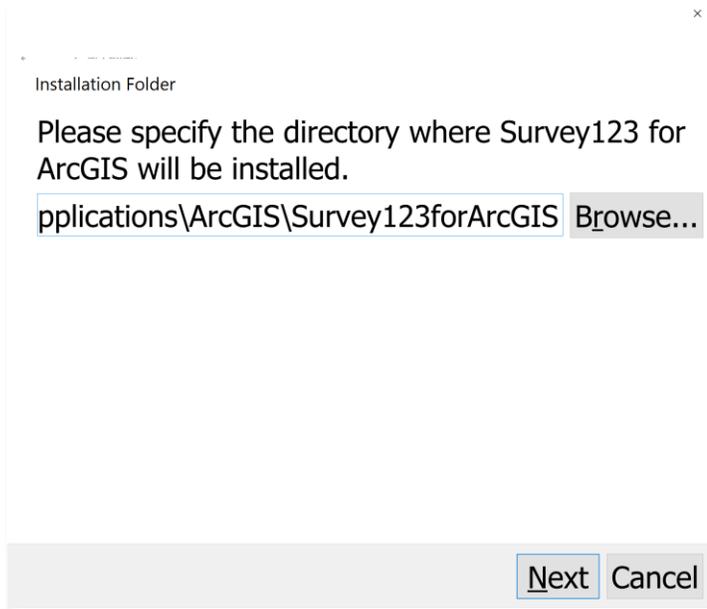
### 12. Run the Executable



13. Run through Prompts as depicted below

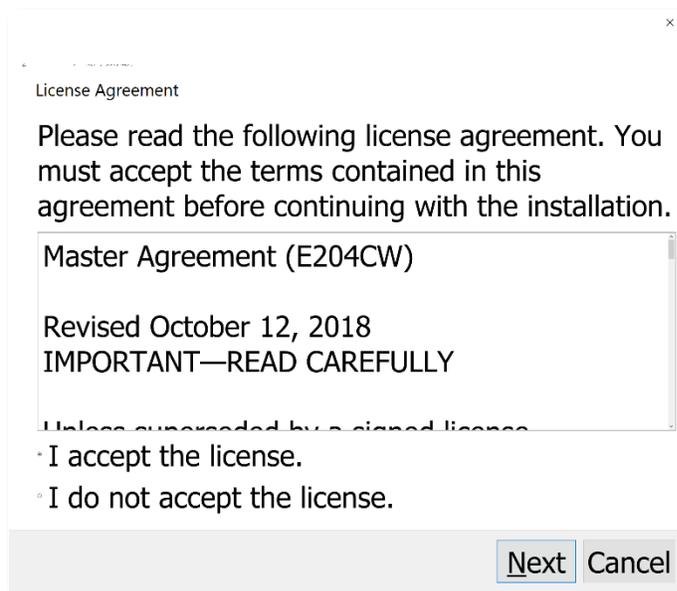


- Click Next



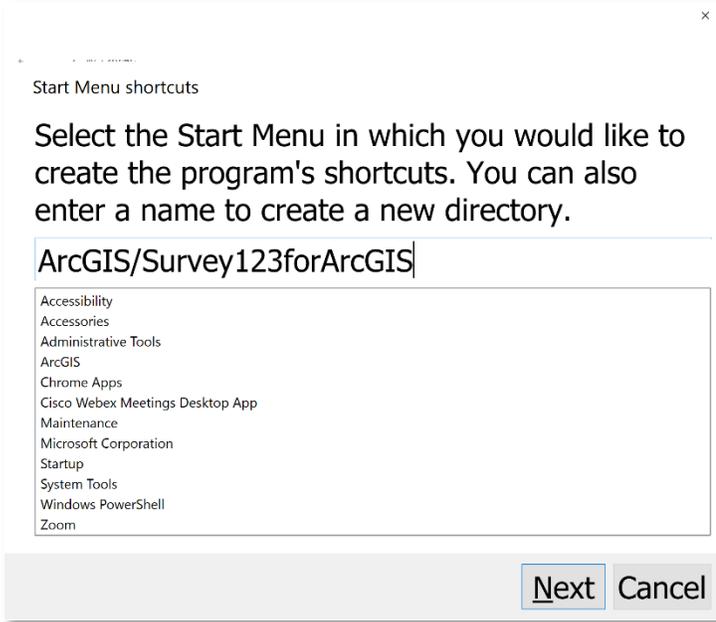
- Click Next

- Click 'I accept the license, click Next

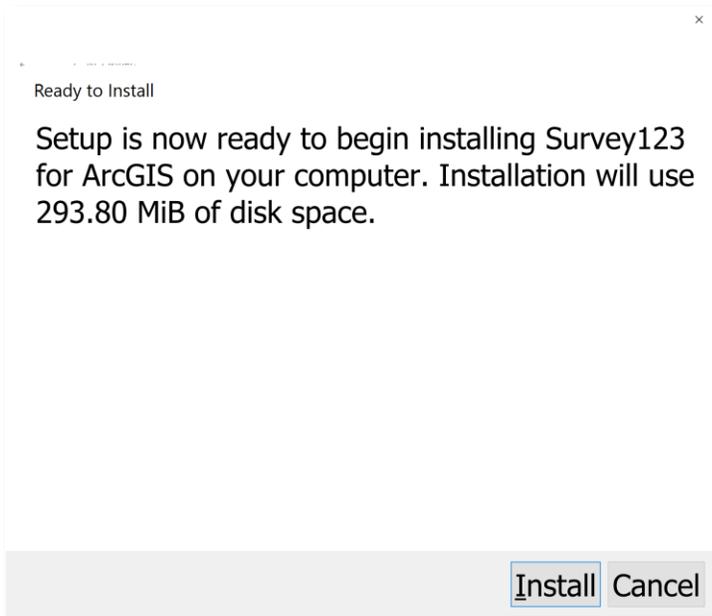




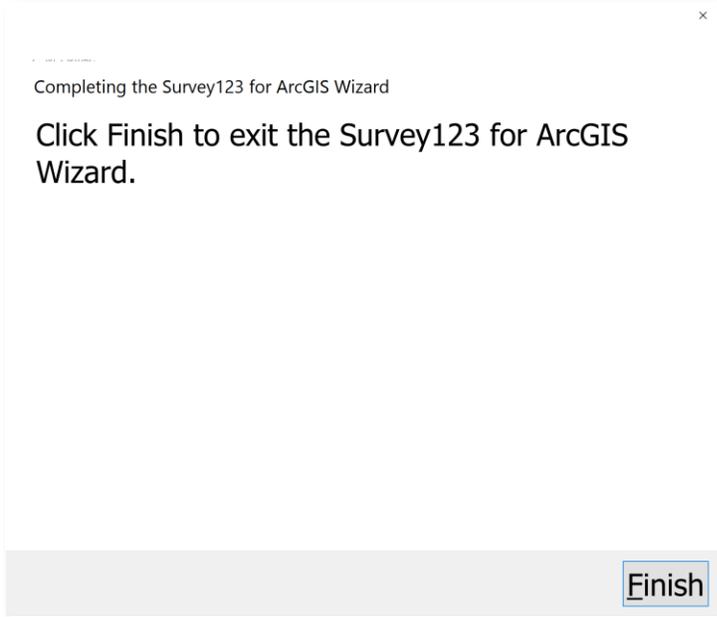
- Click Next



- Click Install



- Click Finish



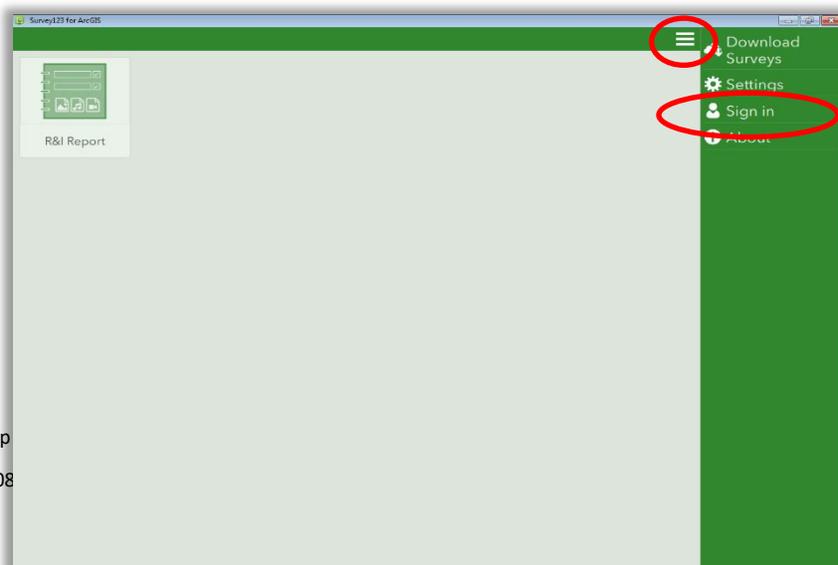
14. The ICON below should be on your Desktop after installation



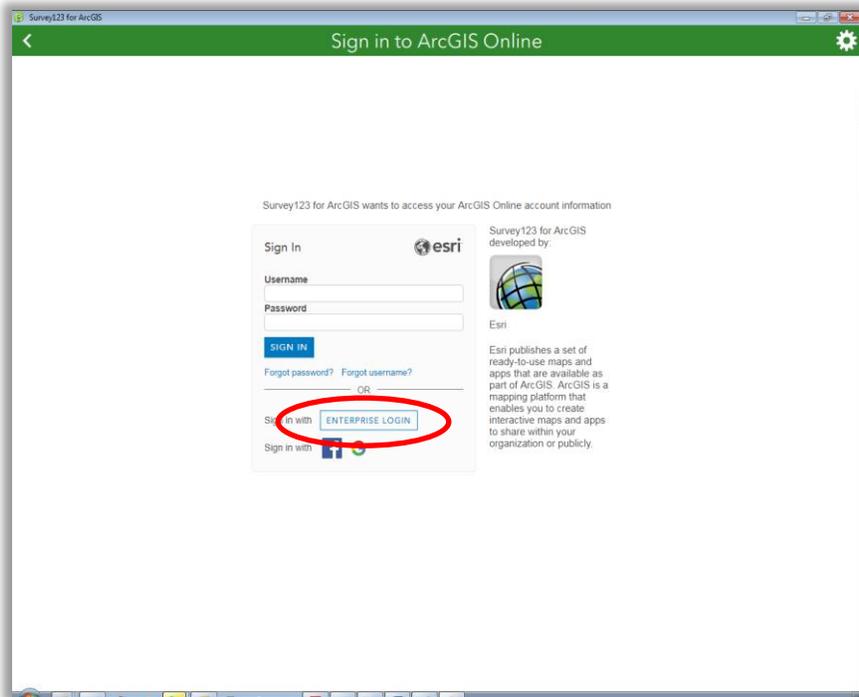
Download Repair and Inspection Report onto PC

### Steps for Updating Survey Form

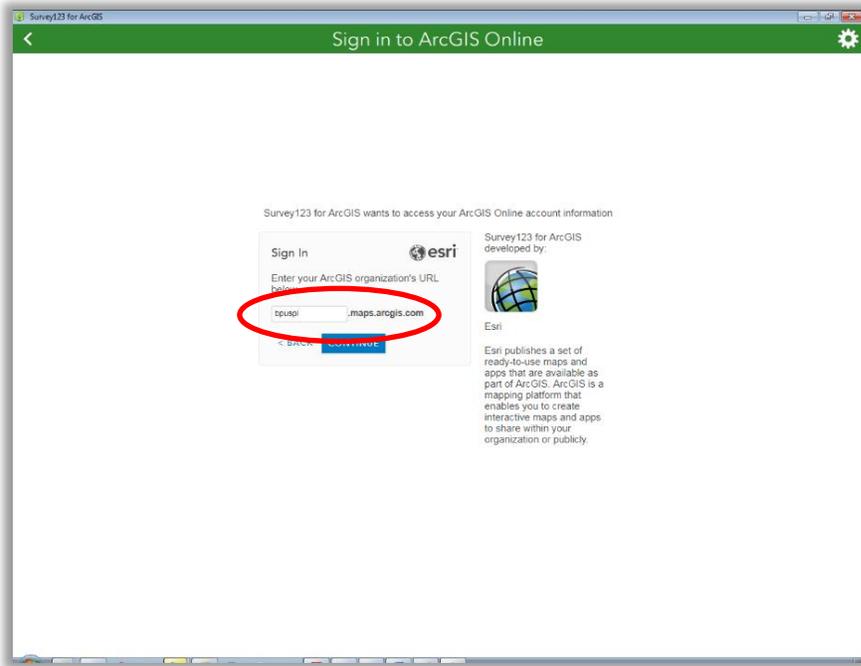
1. Open Survey123 app
2. Select **Menu** button in the upper-right corner, click **Sign In**



3. Select *ENTERPRISE LOGIN*



4. Enter in *bpuspl* in text box. Should read *bpuspl.maps.arcgis.com*

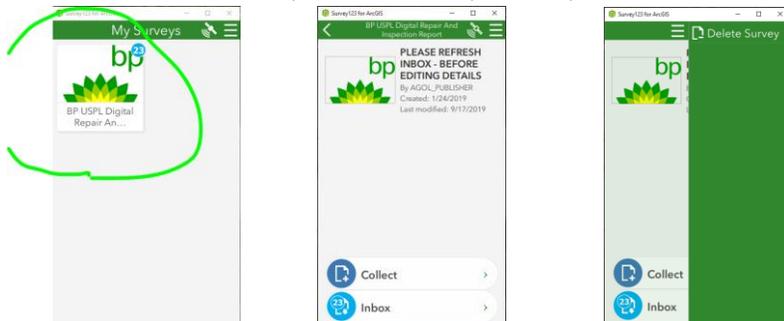


- 5. Click *BP Active Directory*
  - a. Log in with your BP Active Directory credentials.
  - b. Follow Microsoft Authentication



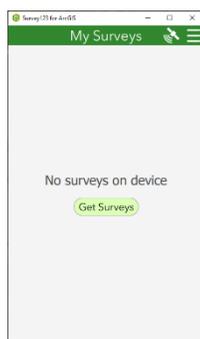


6. Click on the old Survey within the My Surveys tab



7. Click the more Options on the top right and select Delete 

8. Select Get Surveys



9. Download the Survey



10. Click the **Back** button  in the upper-left corner to return to the main screen.

11. The Survey will appear in your My Surveys dashboard.

- a. Click on the survey, then click **Collect** to begin collecting a new survey.
- b. **NOTE, if you submitted any reports that are In Progress or Completed, click on Inbox, click Refresh. All reports pushed back to you, able to access records.**



## Download Version 2 USPL Repair and Inspection Report on Mobile Device

### Purpose

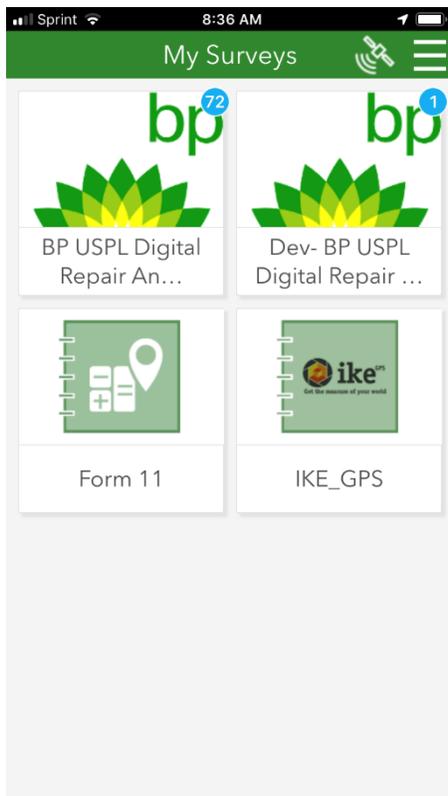
In support of user feedback, the DevOps team has developed version 2 of the Digital Repair and Inspect Report. This document is intended for users that have completed the original training and have utilized the digital report. **\*Survey123 for ArcGIS application on mobile devices automatically updates to the latest software version, no user action needed.**

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### Update

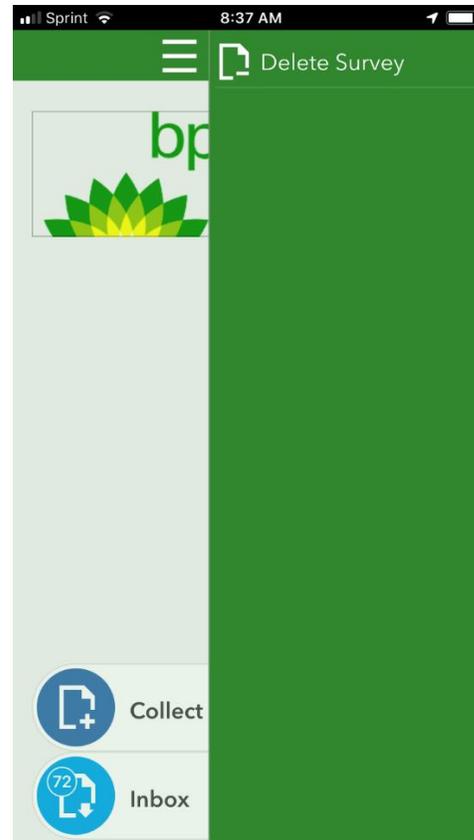
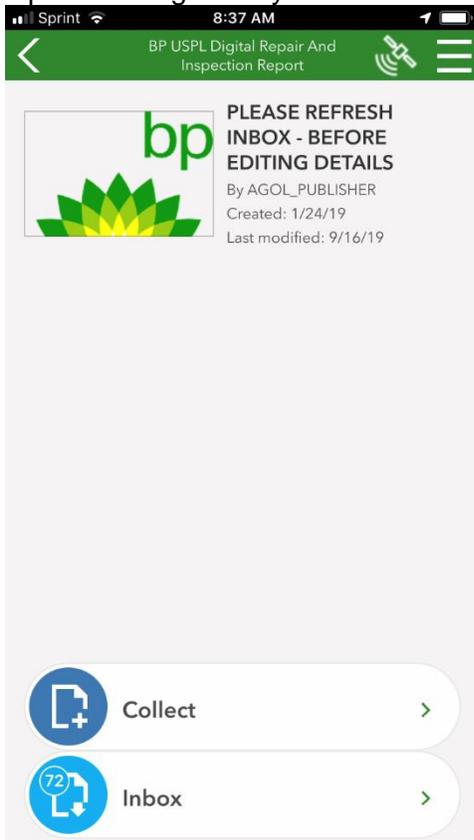
1. Open Survey123



2. Ensure you are signed in

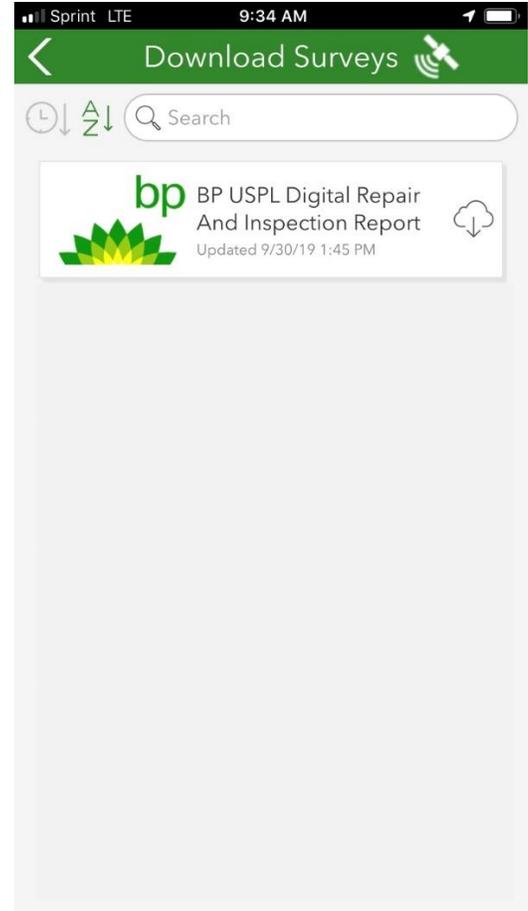
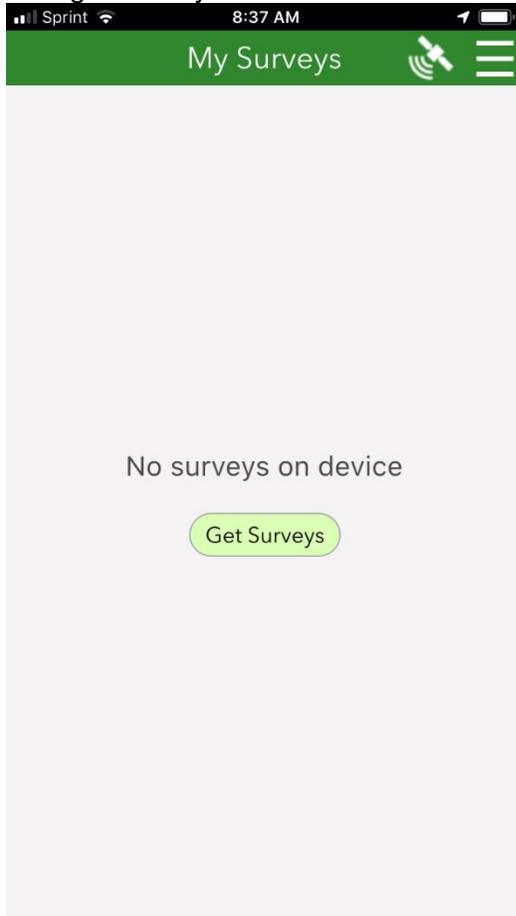


3. Open Existing Survey



- 4. Click more Options 
- 5. Delete Survey

6. Click get Surveys



7. Click Cloud Icon to Download New Survey

8. Click the Back button  in the upper-left corner to return to the main screen.
9. The Survey will appear in your My Surveys dashboard.
10. Click on the survey, then click Collect to begin collecting a new survey.
11. NOTE, if you submitted any reports that are In Progress or Completed, click on Inbox, click Refresh. All reports pushed back to you, able to access records.