United States Department of Agriculture
Natural Resources Conservation Service

Kansas
Resource Conservation Staff

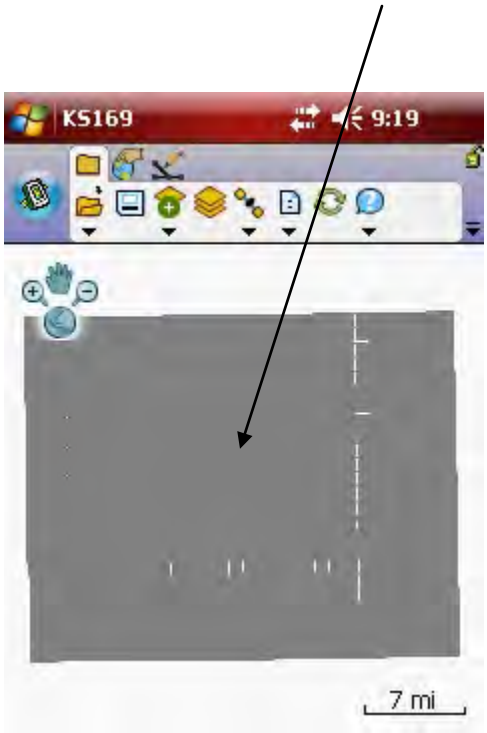
Global Positioning System

Task Guide #3

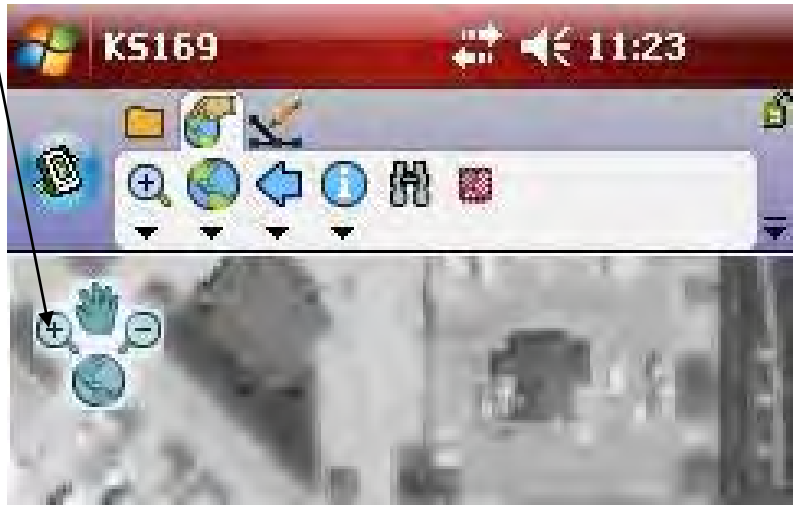
GPS a Point

June 28, 2011

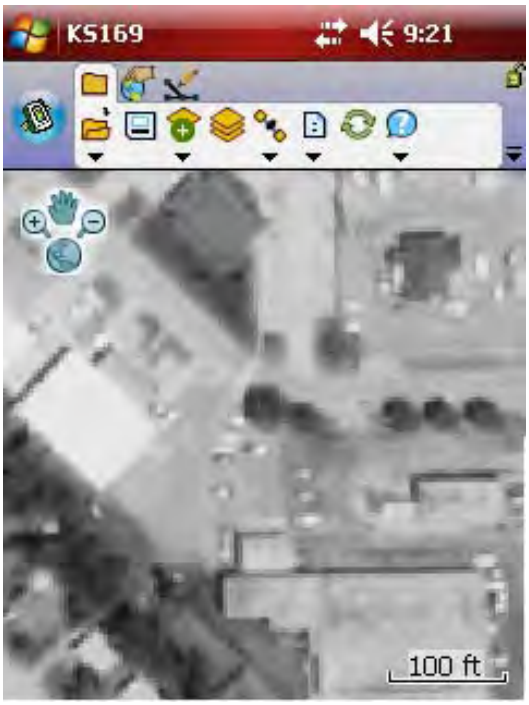
1. Start an ArcPad project such as KS169.apm. Your screen should look like the example below.



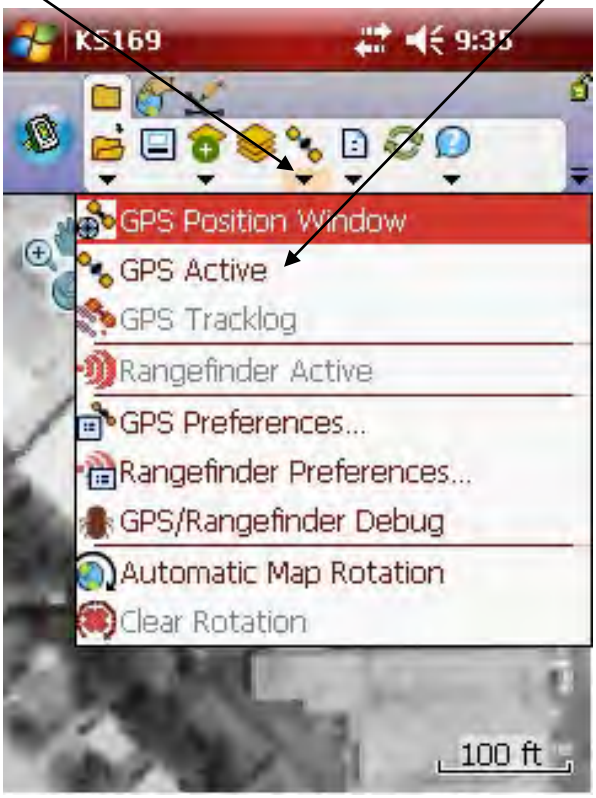
2. Use the **Zoom** tool to zoom into an area where you want to GPS a point.



Zoomed-in area example:



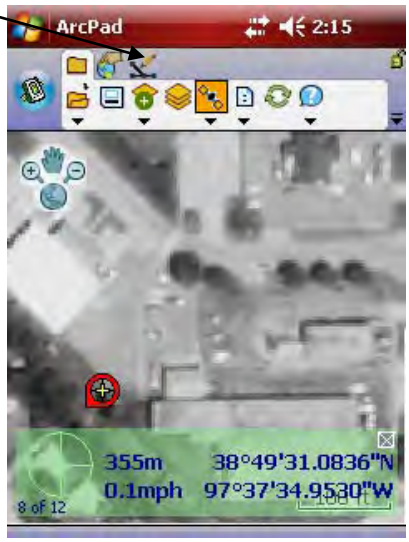
4. Click on the drop-down arrow on the **Satellite** icon and click on **GPS Active** to activate GPS receiver.



5. Your screen should now show a **red circle** with a yellow cross-hair inside it and this is the GPS locator and it represents your location. It might take a few minutes for the GPS unit to start receiving satellite signals.

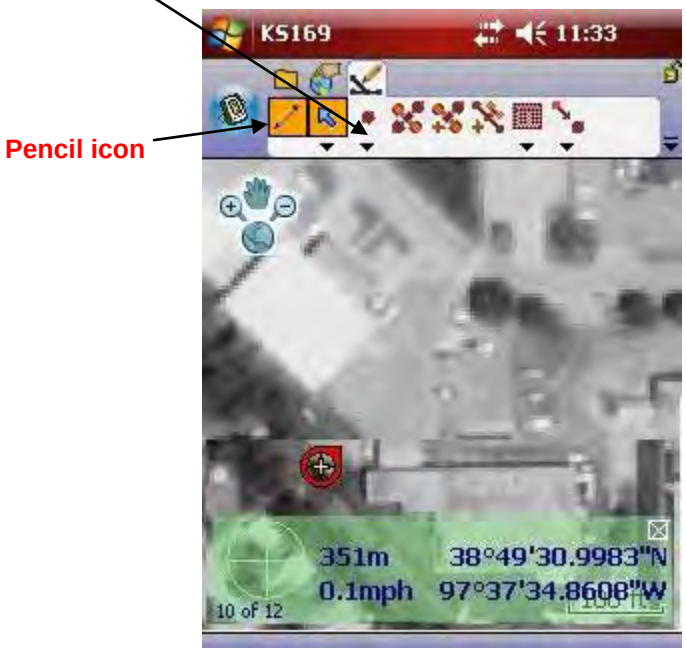
The green box at the bottom of the screen is the GPS status bar and it will display your latitude, longitude, altitude in meters (multiply the meters by 3.2808 to get feet), speed over ground (if you are moving) and it will alternate displaying the number of satellites it is using and the Positional Dilution of Precision (PDOP).

6. Click on the **Edit** icon to switch to edit mode.



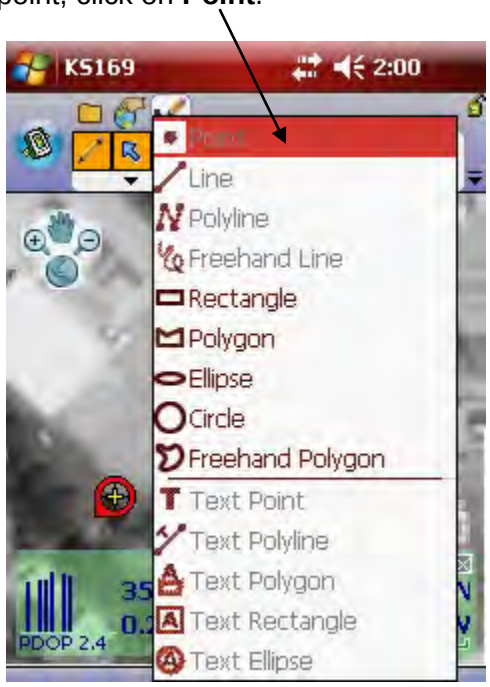
7. Click on the **Pencil** icon and then **GPS_points** to set the receiver to GPS a point.

8. Click on the drop-down arrow on the **Capture** icon.



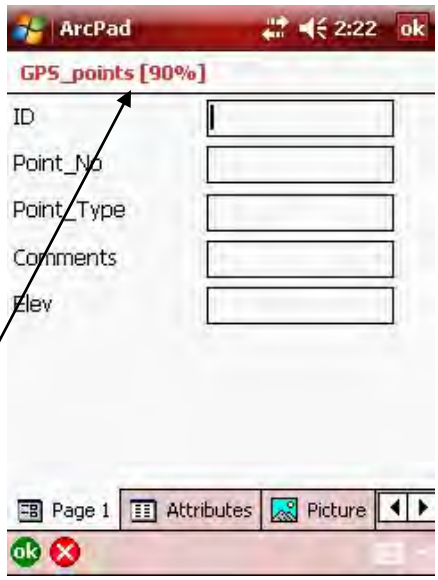
Take note that the **Pencil** icon is highlighted. This indicates the GPS is in edit mode and ready to capture GPS signals. If it is not highlighted you will not be able to GPS a point.

9. Because you want to GPS a point, click on **Point**.



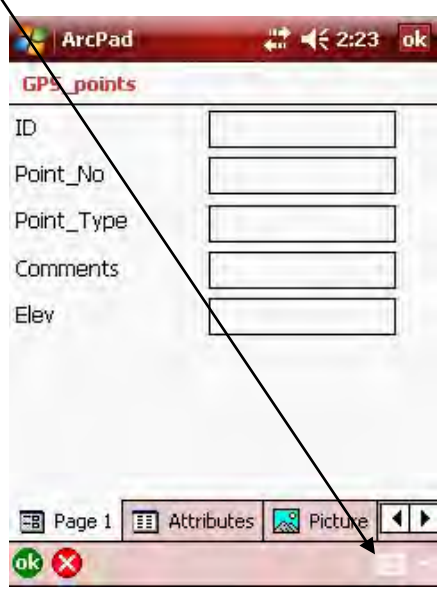
10. Next, click on the **Capture a point using GPS** icon to capture a single point.

11. This will capture a single point and it brings up the following screen.

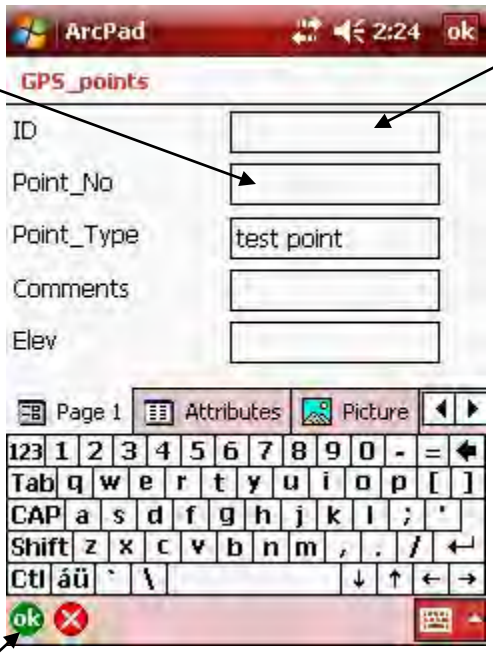


Take note of the GPS status bar. This bar is collecting GPS data (latitude, longitude, and altitude) and you must stay put in the location you are standing until the status bar reads 100%.

12. After the status bar gets to 100%, you can add attributes to your GPS point. In order to input comments, click on the **Keyboard** icon.



13. This will bring up a tiny keyboard that allows you to add comments within the text boxes. The **ID** field and **Point_No** fields only accept numbers.

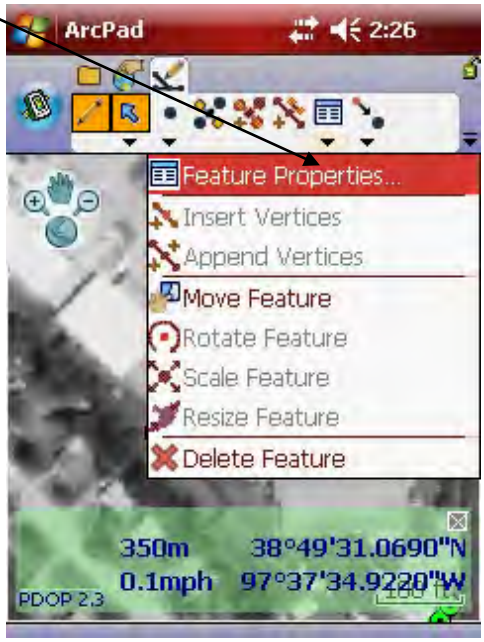


Once you are finished, click the **OK** button.

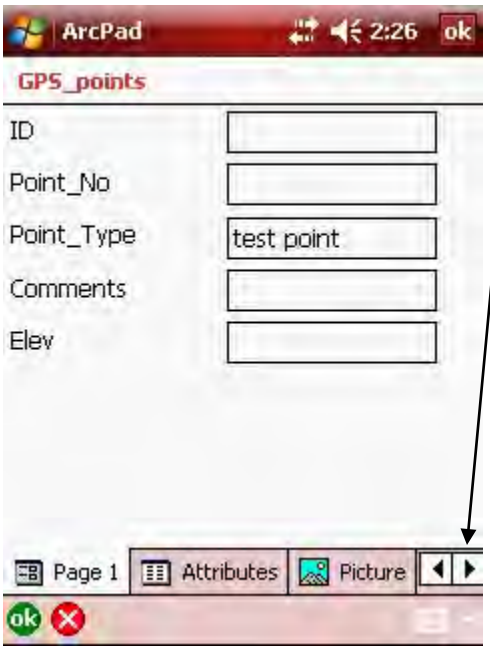
14. The point you just collected should now display on your screen. Your point will display as a green circle with a black dot in the middle and if you have not moved, the **GPS locator** will be on top of it.

15. Now that we have captured a point, we can look at the attributes of that point. The point should still be selected. Click on the drop-down arrow of the **Show Feature Properties** icon.

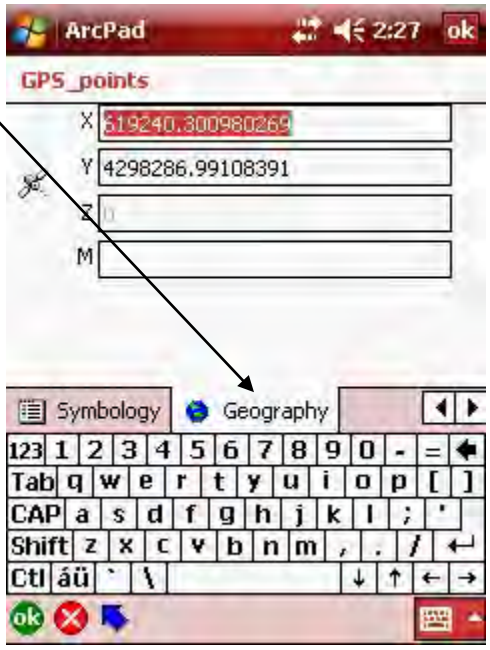
16. Next, click on **Feature Properties**.



17. This will bring up the **Feature Properties** window. Click on the **right arrow** unit you get to the **Geography** tab.



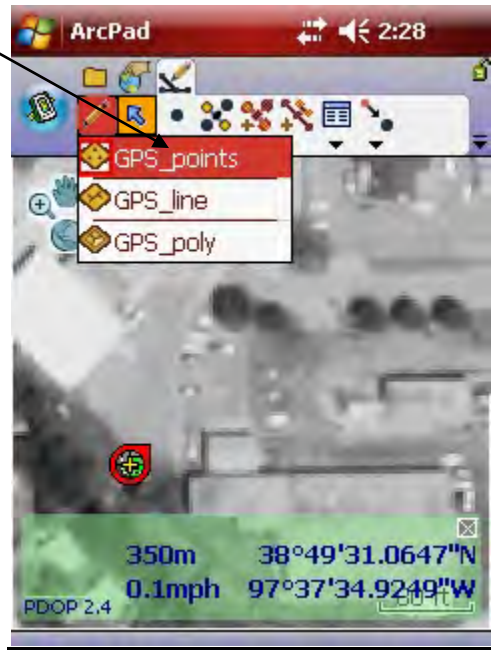
18. Click on the **Geography** tab.



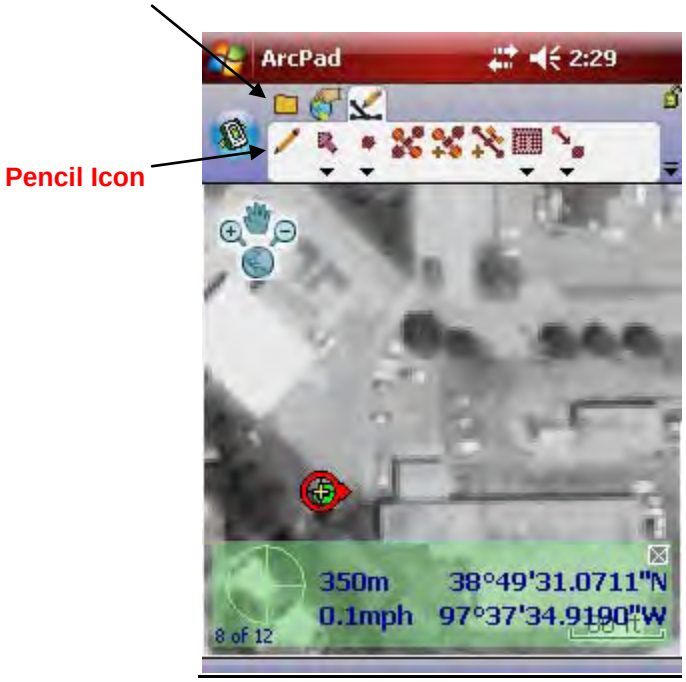
19. This will bring up a window that will display the feature properties of the point. This window shows the northing and easting of the GPS point that you captured. Once you are finished looking at the properties, click the **OK** button

22. Now you can GPS another point or exit out of **Edit** mode. To exit out of **Edit** mode, click on the **Pencil** icon.

23. Then click on **GPS_points** to exit out of point edit mode.

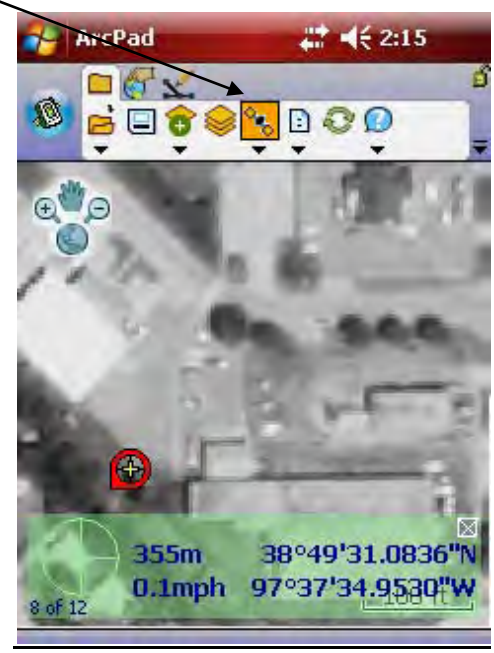


24. You should now be out of edit mode, but the GPS receiver is still active as shown in the screen below. If you are finished, inactivate the receiver and exit out of ArcPad. To inactivate the receiver, click on the **Folders** icon.

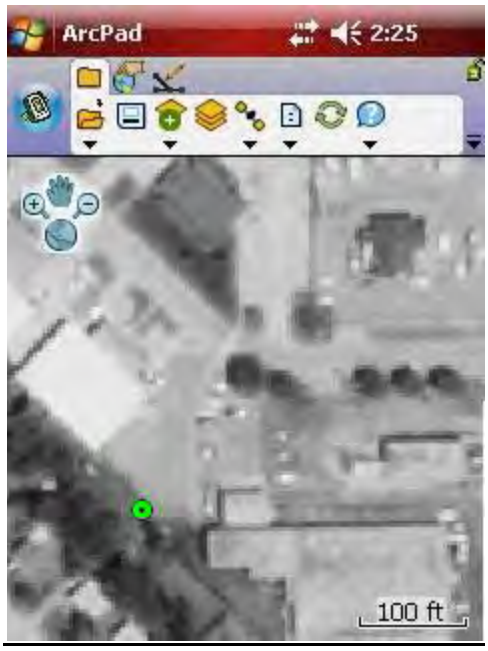


Take note of the **Pencil** icon. It is no longer highlighted so that means you are out of edit mode.

25. Then click on the **Satellite** icon.



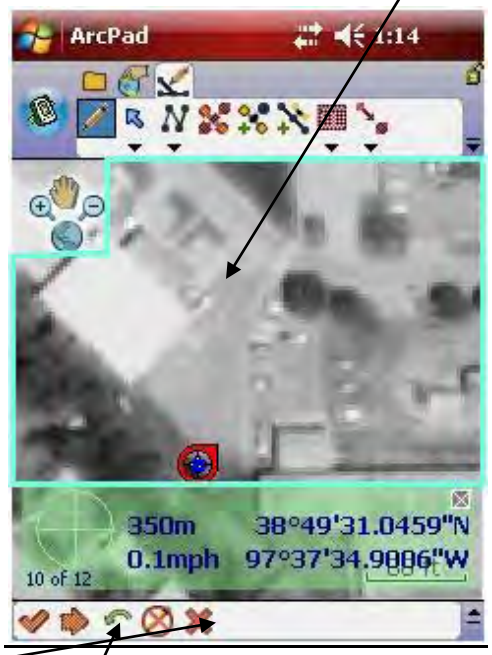
26. The receiver is now inactive and the GPS locater and GPS status bar are no longer on the screen as shown in the example below.



27. You can now exit out of ArcPad.

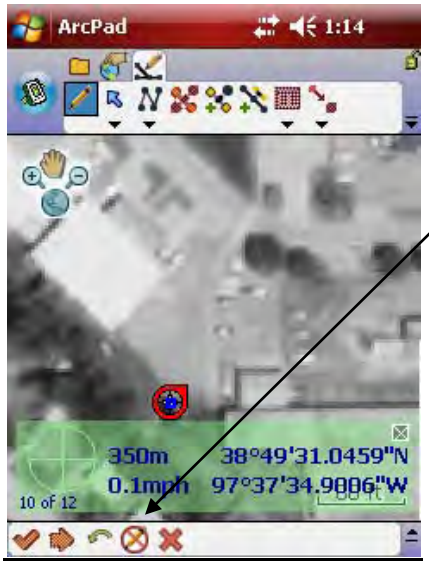
Comments Section

One thing to be aware of while GPSing a point is do not touch the screen with the stylus in the highlighted area below because it will add a point where you touched the screen. (Your area of interest will be different.)



If you do touch the screen, click on the **Undo** button and it will remove the point or click on the **Cancel Feature Edits** button to completely get rid of the point.

One way to avoid adding points with the stylus is to inactivate it. To do this, click on the **Toggle Pen for Capture** button**.**



This will highlight the **Toggle Pen for Capture** button and the stylus will be inactive in the highlighted area described above.