



PRO PIPE+

WinCan Embedded and ProPIPE+ Reporting Software

for Proteus™ and SOLOPro+ Systems

USER GUIDE

Version B



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Principle

WinCan Embedded and *ProPIPE+* on the *Proteus™* and *SOLOPro+* CCUs allows you to create and maintain your surveys collected together as “Projects”.

Within a Project you can have many separate “Sections”. For example, a “Project” might be a housing estate, and each street within that housing estate could be a “Section”.

Each Project is stored in it’s own Folder in memory. The Folder contains all the information about that Project’s Sections, and their videos, photos, and report documents.

You can:

- n Have as many Projects as you want.
- n Add Sections to Projects whenever you want.
- n Create, close, save, reopen, and edit previously created Projects.
- n Reopen and edit Section Surveys, even after you’ve finished the Survey.
- n Create PDF and RTF report documents in a choice of graphical or textual styles.
- n Export your Projects Folder onto a USB memory device for later viewing on a PC.
- n Import and merge together Sections from Projects made on other CCUs.
- n Import *WinCan* Projects into *WinCan VX* on the PC.
- n Upload files from *WinCan* Projects directly from the CCU to the *WinCanWeb* cloud.

Basic Usage

The structure is:

- n You can have multiple Projects, each has it's own storage folder.
- n A Project can contain multiple Sections.
- n Each Section has Header Information and a Survey.
- n A Survey can have multiple Observations and Photos, and a Video recording.

The basic operating sequence is:









- n Select *WinCan* or *ProPIPE+* as your Project type.
- n Create a New Project or open an Existing Project.
- n Create a New Section in that Project, or open an existing Section.
- n Perform the Survey, first filling in the Header Information, then making Observations.
- n End the Survey.
- n Review and edit the Survey if you want to.
- n Create a report from a choice of different styles. You get an RTF report document and a PDF report document.
- n Export the Project to a USB memory device so you can view on the PC.
- n **For *WinCan* Projects, these can be imported into *WinCan VX* on the PC.**

Quick User Guide




Refer to this Quick User Guide when the CCU is directly available. The Quick Guide does not explain every screen, or key, or scenario, and relies on you physically seeing it operating on the CCU as you work through the guide.

In a separate section later in this document is a Detailed User Guide containing screenshots and more information.




Create a New Project

- n Press  then choose  or 
- n Press  to create a New Project.
- n Use  and  to select the survey standard.
- n Enter the Project Name and comments (use  to navigate between fields).
- n Press  to create the Project, then this New Project will be listed as available.




Choose Which Project to use

- n Use  and  to highlight the Project Name you require and then press . This then opens the Project for you to create your Sections.


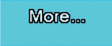
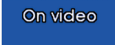

Create a Section in the Project

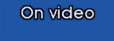

- n Press  then  to create a New Section.
- n Enter the Section Name and comments then press  to create the Section.
- n Your newly created Section will then appear in your Project.


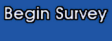


Select the Project Section to use

- n Use  and  to highlight the Section name you require and press . This will then open the Section for you to enter the Section Header details.



Enter the Section Header Information

- n Enter all relevant Section Header information. Anything marked with a  is required information which needs to be entered to be able to proceed to next page. There may be several pages of Header Information.
- n If you would like to display any of the Header Information on the live video 'project bar text', press . This then displays the  and  keys for you to select the information you would like to display by highlighting the desired Header Information






and pressing the relevant  and/or  key.

- n When all Header Information pages have been completed press .
- n Now you can enter some Text Comments which will appear in the final report document along with the observations.
- n After entering your comments press  to prepare for starting the Survey.
- n The screen will say "Ready for Survey" and informs you to press the  'Record' key when you want to begin. Press  now and this information box will disappear.
- n The screen will now display a live picture with your chosen Header Information showing on-screen.

Start Your Survey

- n Get your inspection equipment into position.
- n Start your recording by pressing the  key. A red recording symbol  will appear in the Status Box on the right of the screen which indicates your video recording and survey has begun. After a few seconds the on-screen video text will automatically disappear so that you can proceed with survey.

Create a New Observation

- n When you come to a point in your survey where you need to create a New Observation press  which will automatically pause the recording and show a Control Menu. Now you can either enter the Defect Code if you know it, or press to  select Survey Code Lookup which will give you a selection of Defect Category Folders to explore, then highlight the relevant Defect Code and press . Once you have entered or selected your Defect Code you fill in the information it asks for. Then press  to store the New Observation with *no photo* or press  to store *with a photo*.
- n Now you can continue your Survey. The system will automatically resume recording, and after a couple of seconds the observational text will disappear from the live picture.




NOTE!






If you move the camera before auto recording resumes you may notice a slight jump in the video playback!

- n Repeat these steps each time you wish to capture a new observation.

Review Your Survey

- n At any time, you can review the Observations in your survey. Press  and select Review Survey. This will show you each observation you have created with the meterage displayed along with the captured image.

End Your Survey

- n To end the survey press  then in the control menu that appears select End Survey and press  . You will be prompted to Confirm End Survey by pressing  .
- n A summary of the Section which has just been completed is then shown.
- n If multiple surveys are being performed immediately within the same Project, press  and then press  to create a New Section, then repeat everything, starting from that New Section's creation.
- n Otherwise you can just create a report for that section if you wish to.

Create Your Report Documents

n To create an instant PDF report press . Then choose the style


of report that you want. The report is saved into the Project's folder along with the video and photos. You can copy the report onto a USB memory device using the Gallery Browser for later printing on a PC, or you can copy it to USB using the Project Export feature.

Detailed User Guide

Using Projects

Each Project is stored in it's own Folder in memory. The Folder contains all the information about that Project's Sections, and their videos, photos, and report documents.



Press the Projects  key, and the Project Type choice appears.





n Choose  or 

The Projects List appears

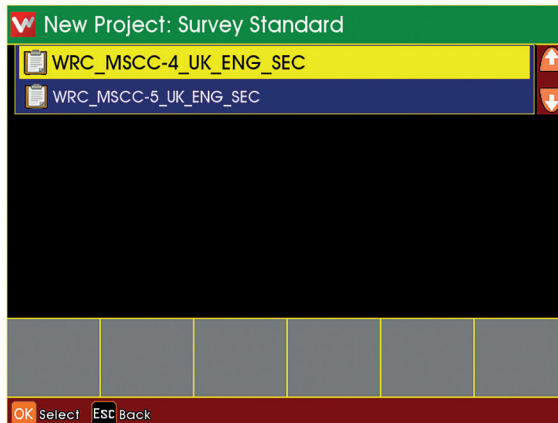






- n If you have any existing Projects, they will appear in the list.
- n If you have no existing Projects, the list will be empty

Choose New Project or an Existing Project

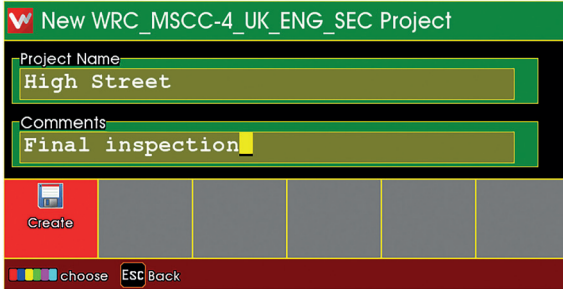
- To create a New Project, press  .
 - Or to open an existing Project, highlight it using the arrows  and  and then press  .
-


If you chose to create a New Project



- n Use the arrows  and  to select which Inspection Standard you wish to use,  then press  .
- n Enter a Name for the Project.

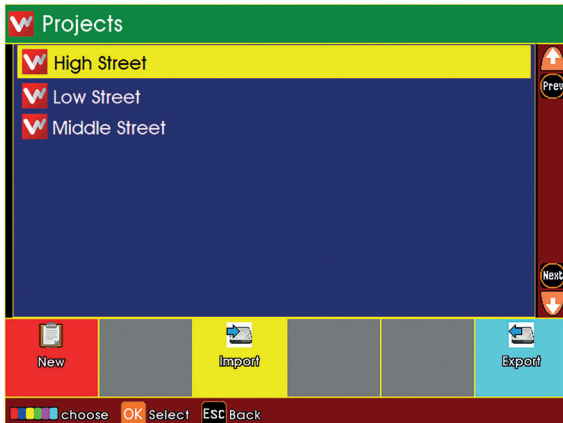
n You may also enter Comments for the Project of you wish.





n Press  to create the Project.

The Projects List appears

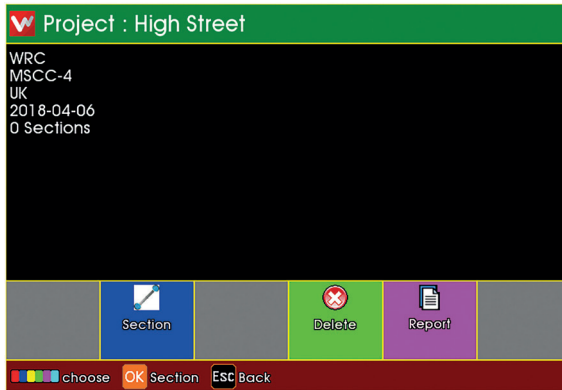
n If you just created a New Project, it will appear in this list




n Choose a Project to open

n Highlight the Project using the arrows  and press .

The project is now opened



- n A summary of the Project is shown.
 - n A New Project will not yet have any Sections.
 - n An existing Project may already have Sections.
Press  to see existing Sections or create New Sections in the Project.
-

Using Project Sections




Each Project can contain either just one, or multiple Sections.

The list of Existing Sections is shown

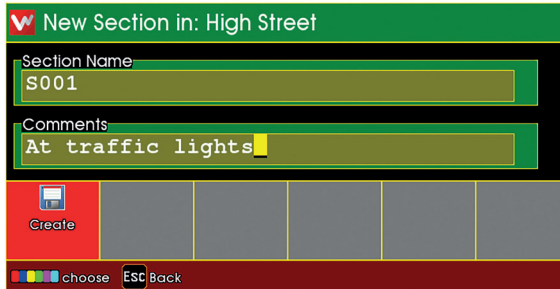


- n If the Project has any existing Sections, they will appear in the list.
- n If the Project has no existing Sections, the list will be empty.

You can choose to create a New Section in the Project, or open an Existing Section

- n To create a New Section, press  .
- n Or to open an existing Section, highlight it using the arrows  and then press  .

If you chose to create a new section




New Section in: High Street

Section Name
S001


Comments
At traffic lights

Create

choose ESC Back

- n Enter a name for the Section.
- n You may also enter comments for the Section of you wish.
- n Press  to create the Section.

The Sections List appears





Sections in Project: High Street

S001

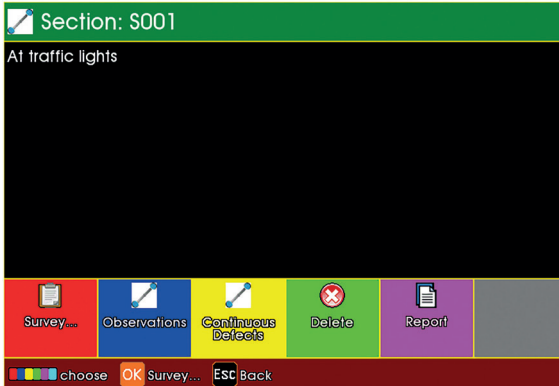
New Import

choose OK Select ESC Back


- n If you just created a New Section, it will appear in this list.
- n Choose a Section to open.
- n Highlight the Section using the arrows  and then press .

The Section is now opened

n A summary of the Section is shown.



If this is a New Section, you will need to perform the survey for the Section, so that you can create Survey Observations.

n Press  to begin performing the survey and create Observations.

If this is an Existing Section, it may already have had a survey performed for it, and will have existing Observations.

n Press  to review the existing Observations for this Section.

You can generate a Report Document for the survey Observations in this Section

n Press  to generate a Report Document

Preparing for the Survey

Entering Survey Header Information

If you chose to perform a survey for the Section:

The Survey Header Information appears

Section: S001 1/6

Job reference
Job001234

Location Code
FWY: A footway beside a road

Client
Council

Contractor's Job reference
CN5645


Name of Surveyor
Jim Smith

Street/Location
High Street

Means: Mandatory information that must be provided

Save&Close Free Text More...

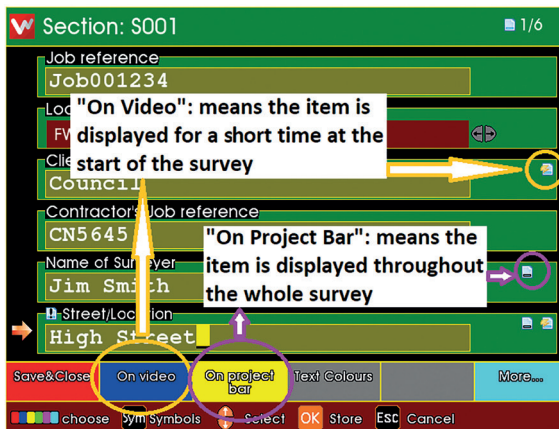
choose Symbols Select OK Store ESC Cancel

- n Type in, or select, the appropriate information for the survey.
- n Anything marked with a  is mandatory information that must be provided.
- n There may be several pages of Header Information.

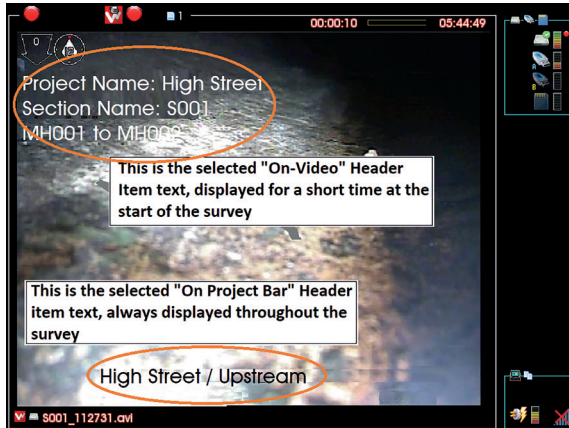
For each Header Information item, you can choose whether

- n it is displayed briefly onto the camera picture “On Video” at the start of the survey.
- n you would like it displayed constantly “On Project Bar” throughout the whole survey.

Press the **More...** key, and the choices of the coloured keys change.

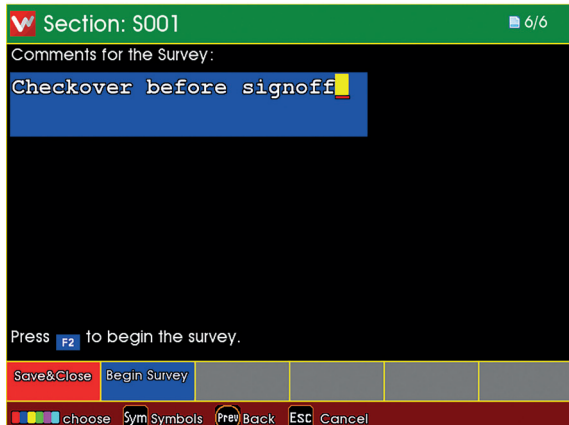


- n Press **On video** to toggle whether the Header Item is shown briefly at the start of the survey.
- n Press **On project bar** to toggle whether the Header Item is shown constantly throughout the survey.
- n Header Items can be both “On Video” and also “On Project Bar”.
- n There is a limit to the number of Header Items that can be selected simultaneously.



After entering all the Header Information, you can enter some comments for the Survey

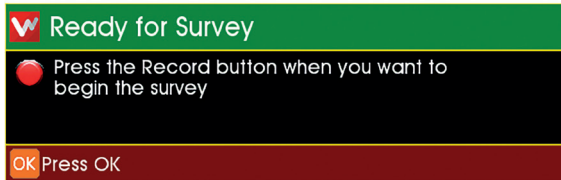
- n Type in some Survey Comments if you wish
- n Then press **Begin Survey** to prepare for performing the survey.



The system is now in Survey Standby, waiting for you to begin the survey.

n Video recording is ready, but is paused.

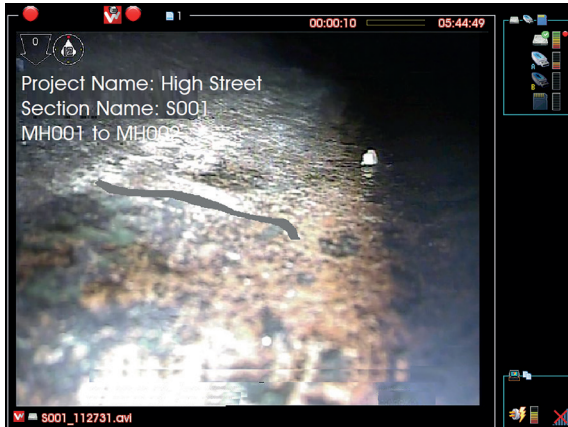
n Press the **OK** key, and position the inspection equipment ready for the survey.



Beginning the Survey

When you are ready to start video recording, press the  Record key.

- n Video recording starts.




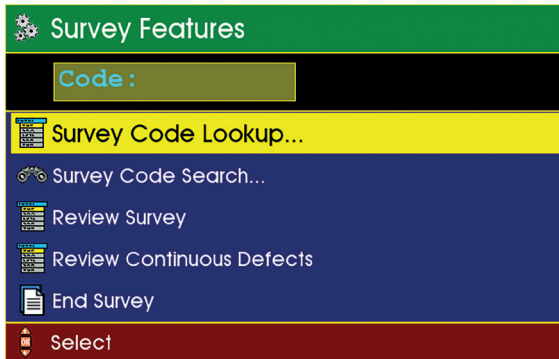
- n Your selected "On Video" Header Information text about the survey appears on the camera screen, and is recorded onto video.
- n After a short time, this information is removed.
- n You can now perform the inspection Survey.

Performing the Survey

Creating Defect Observations

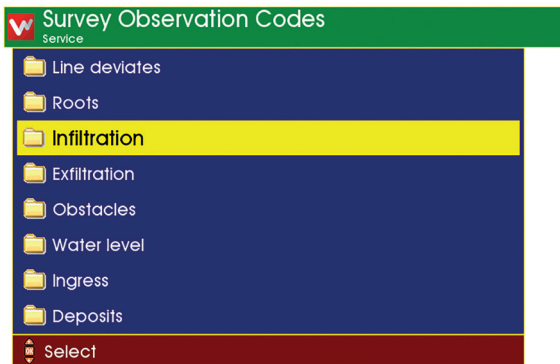
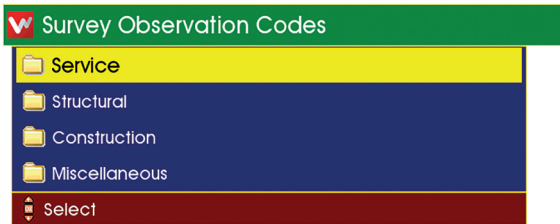
When you see a Defect, you can create an Observation for it.





Press the Projects  key, and the Survey Features menu appears.



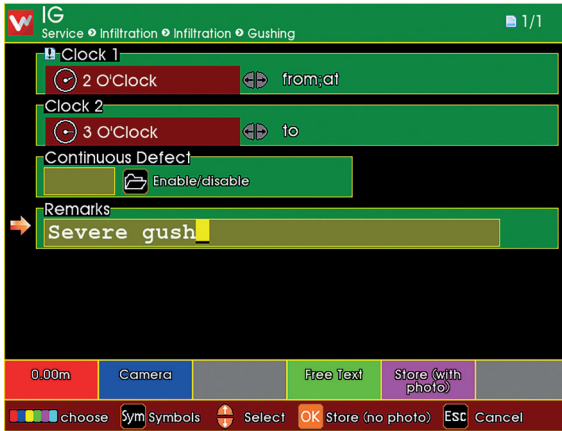
- n If you know the Defect Code, you can simply type it in.
- n If you don't know the code, you can search, or you can use the Lookup to find it.




If you chose to Lookup the Defect Code:
You see a list of the Defect Code categories



- n Use the arrows , , and  to browse the Defect Code categories to find the Defect Code that you require.
- n When you have found the Defect Code, press  .

Enter the information for the Observation



- n Type in, or select, the appropriate information for the Observation.
- n Anything marked with a  is mandatory information that must be provided.
- n There may be more than one page of Observation Information.
- n When you have entered the information, you can store the Observation.
- n Press  to store without taking a photo.
- n Press  to take a photo then store.

If you chose to take a photo:


- n Your entered Observation Text information is shown on the camera screen

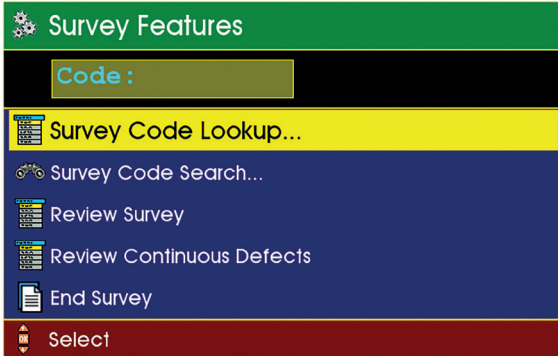


- n The system takes a photo, with this information on it.
- n After a short time, the information is removed.

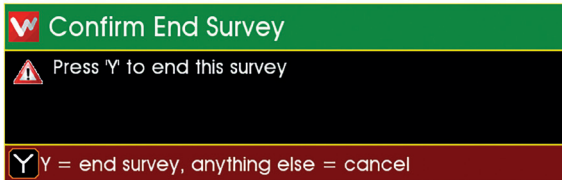
Video recording then restarts automatically and you can now move on to find the next Defect.

Ending the Survey

Press the Projects  key, and the Survey Features menu appears.



n Select End Survey and press .



You are asked to confirm you do want to end the survey.

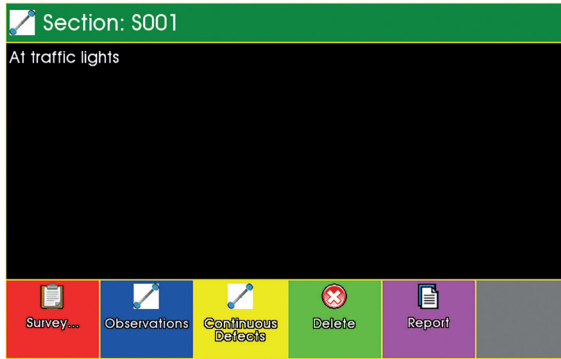
n Press  to confirm.

n Any other key cancels ending the survey.

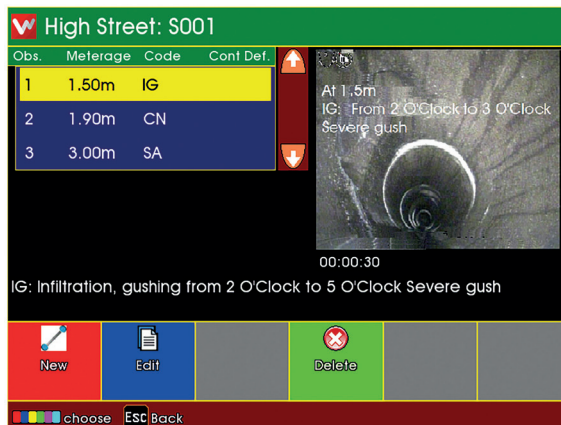
Reviewing the Survey

Viewing the Observations





When you have selected a Section, the Section Information is shown.



n Press  to Review the existing Observations for this Section.

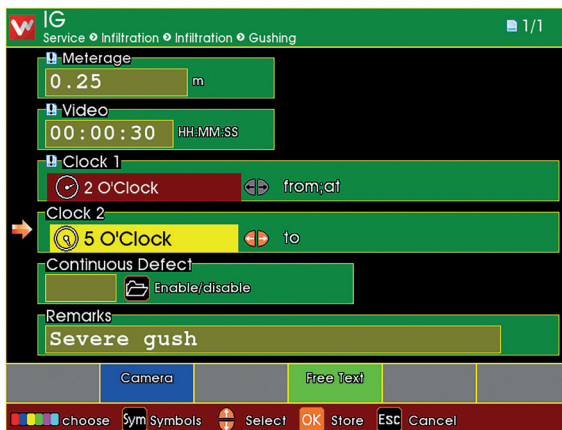



The Section Observations are shown.

- n Use the arrow keys  to select the Observation you are interested in. The screen shows the Observation information and the photo (if there is one).
- n Press  if you want to Edit and change the selected Observation.
- n Press  if you want to Delete the Observation (you will be asked to confirm the delete). You can also create a New Observation, if one was missed when the Survey was being performed.
- n Press  to create a New Observation.

Editing an Existing Observation

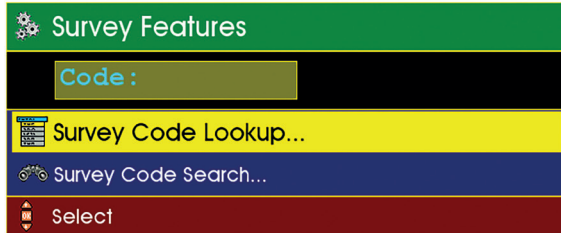
When you have selected the Observation to be edited, the Observation Information is shown.



- n Make any changes as you desire.
- n Press  to store your changes to that Observation.

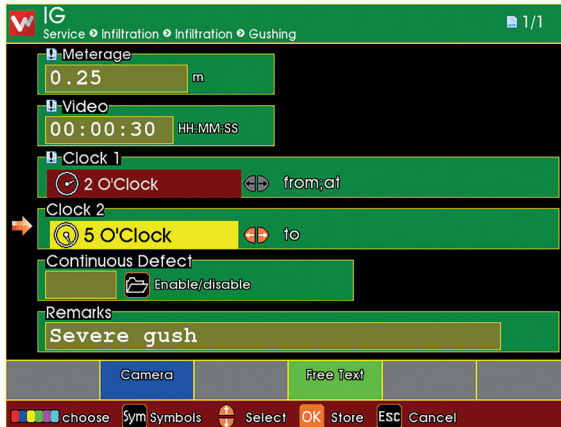
Creating a New Observation

When you have chosen to create a New Observation



- n First select the Defect Code for that New Observation.
- n This is done in the same way as when the Survey was originally performed.
- n Either enter the Defect Code directly, or use Search, or use the Lookup.

When you have selected the Defect Code for the new Observation, the Observation Information is shown.



- n Enter the information as desired.
- n Press **OK** to store this as a New Observation.

Your New Observation now appears added into in the Review List of Observations.



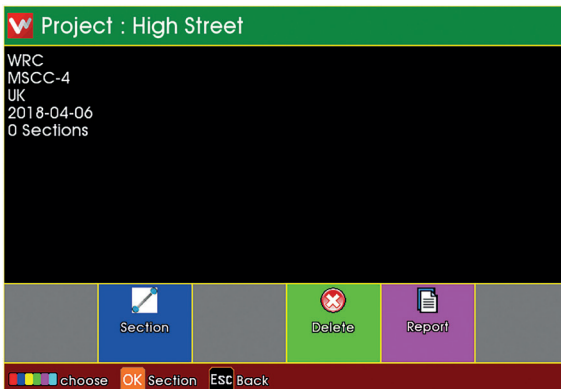
n New created Observations don't have photos.


n The Observations are sorted into ascending distance order.

Creating Reports

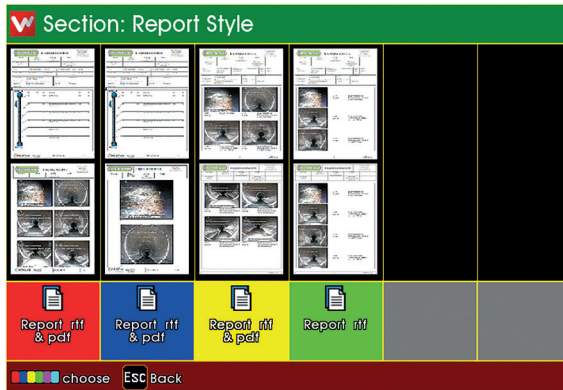
Creating Reports for the Whole Project


When you have selected and opened a Project, the Project Information is shown.



- n Press  to generate Report Documents for the whole Project.
- n Depending upon Project and Section complexity, this could take some minutes.

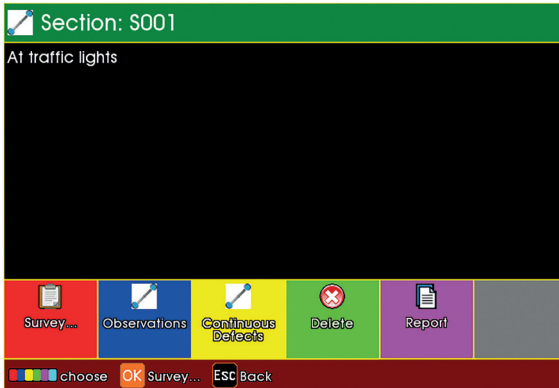
Previews of the various Report Styles are displayed.



- n Press the relevant coloured key to generate a report document of your chosen style.
- n Most reports are generated as both RTF and PDF documents.
- n The  style generates only RTF.
- n The report documents are stored into the Project's memory Folder, along with the Project's video and photo files.

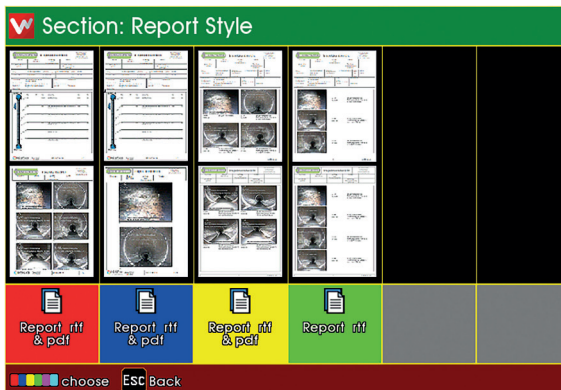
Creating Reports for a Selected Section

When you have selected a Section, the Section Information is shown.




- n Press  to generate Report Documents of this Section.

Previews of the various Report Styles are displayed.



- n Press the relevant coloured key to generate a report document of your chosen style
- n Most reports are generated as both RTF and PDF documents.

n The  style generates only RTF.

n The report documents are stored into the Project's memory Folder, along with the Project's video and photo files.



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