



How To Upload A Job Into Trimble Siteworks

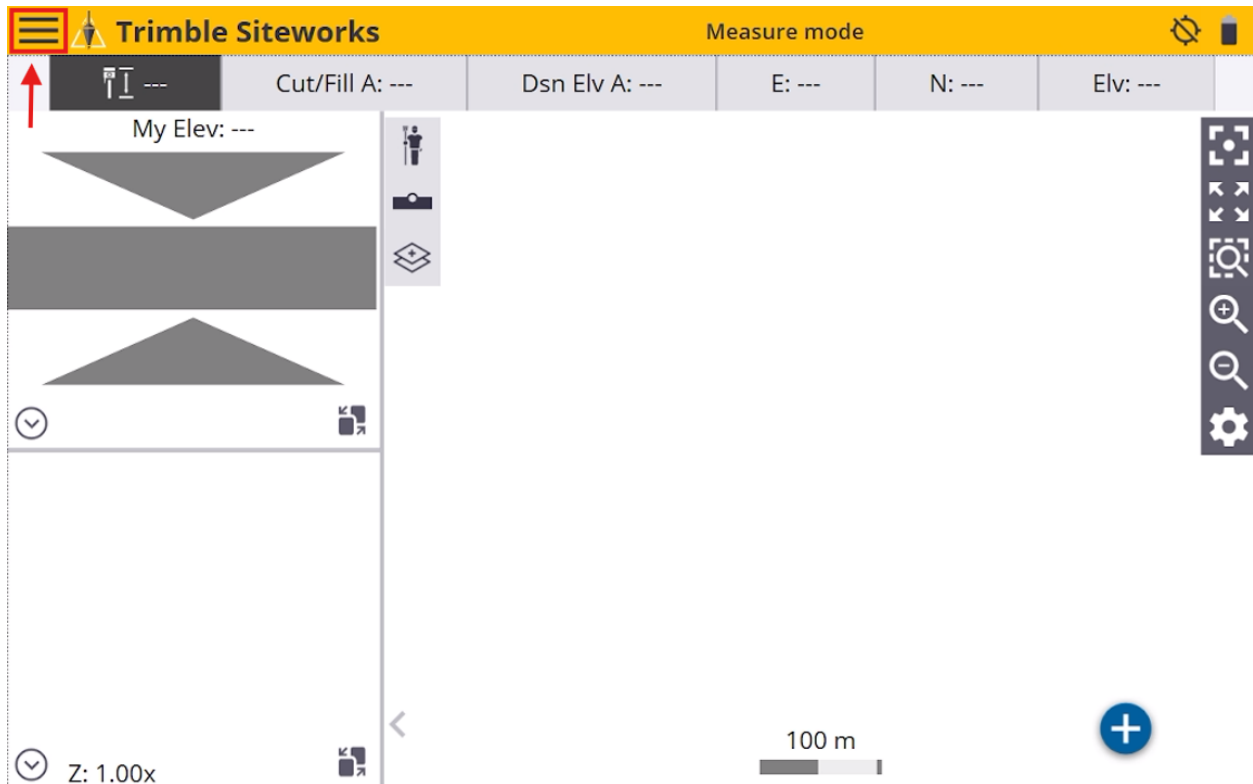
File Types Needed: Control/ Layout Points – CSV

Linework – DXF/DWG

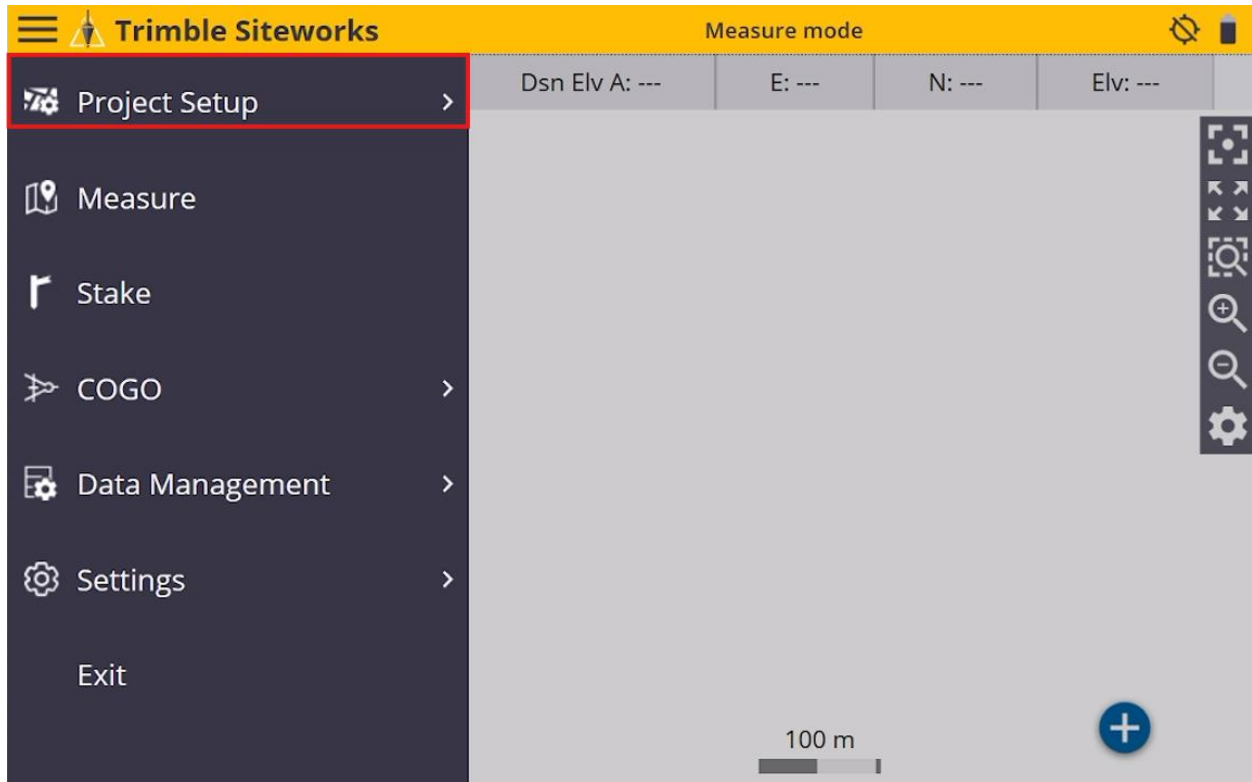
Surface File TTM

- Put your files on a USB drive
- Plug Your USB drive into your tablet

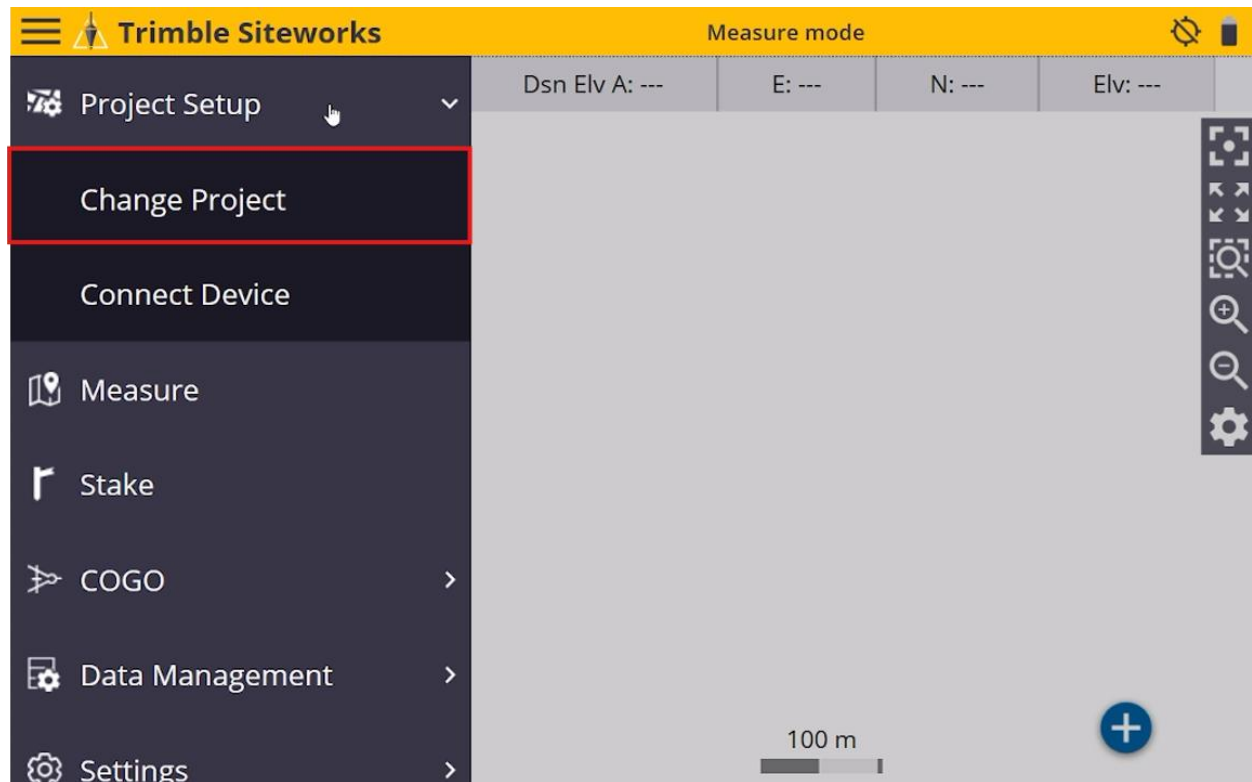
1. Tap the menu in the top left.



2. Select "Project Setup."






3. Tap on "Change Project."



4. Tap the “+” in the top right.

Open Project

Project  


Work Order   


OK


5. In the empty box on the right of “project” type in a name.


New Project


Project


Distances 

Angles 

Coordinate order 

Grid coordinate 

Azimuth 

Stationing 

NEXT

6. Tap on “Next” in the bottom right.

New Project

Project 4k

Distances US Survey Feet

Angles Degrees

Coordinate order P, N, E, Z, D

Grid coordinate North and East

Azimuth North

Stationing 0.000

NEXT

7. Select the empty box on the left of “Select control point file.”

Project Creation Options

Select project map Tap to select file

Select calibration file Tap to select file

Select control point file

Style guide Siteworks Default

File name (.CSV) Tap to select file

Select coordinate system COORDINATE SYSTEM

FINISH

8. Once check marked, Tap on the “Tap to select file.”

Project Creation Options

Select project map Tap to select file

Select calibration file Tap to select file

Select control point file

Style guide Siteworks Default

File name (.CSV) Tap to select file

Select coordinate system COORDINATE SYSTEM

FINISH

9. Tap on your control point file which should be a CSV. Tap “Accept”

Select File

Drive D:\

Type (CSV) Files

File name Add Control 10-21-21.csv

↑ D:\

Name	Size	Type	Modified
Add Control 10-21-21 - Sc	96	file	12/23/2024 11:02 AM
Add Control 10-21-21.csv	510	file	10/21/2021 4:19 PM
Layout Points 10-23-18.cs	2292	file	1/23/2019 3:10 PM

ACCEPT

10. Verify your control point file is selected, Tap “Finish”

Project Creation Options

Select project map Tap to select file

Select calibration file Tap to select file

Select control point file

Style guide Siteworks Default

File name (.CSV) Add Control 10-21-21.csv

Select coordinate system COORDINATE SYSTEM

FINISH

11. Tap the “+” on the right



Open Project


Project 4k

Work Order (Create New Work Order)

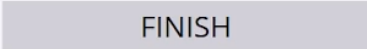
OK

12. Type a name into “Work Order”

New Work Order  

Work Order 

Instructions (optional)



13. Tap “Finish”

New Work Order  

Work Order

Instructions (optional)



14. Tap the “+” on the right of the design box.

Open Project 🗑️ ✕

Project	4k	⌵	⊕
Work Order	4k	⌵	⊕
Design	(No design needed)	⌵	⊕

ACCEPT

15. Type a name in the empty box.

Create Design 🗑️ ✕

Design name	<input type="text"/>
<input type="checkbox"/> Select design file	Tap to select file
<input type="checkbox"/> Select design linework	Tap to select file
<input type="checkbox"/> Select stakeout points	
Style guide	Siteworks Default ⌵
File name (.CSV)	Tap to select file

FINISH

16. Check mark the box the select “Tap on to select file”

Create Design

Design name

Select design file → Tap to select file

Select design linework Tap to select file

Select stakeout points

Style guide

File name (.CSV)

FINISH

17. Select “D:\” for drive then “design file” for “type” select your Surface file.

Select File

Drive →

Type →


File name

↑ D:\

Name	Size	Type	Modified
4K DEMO MODEL Surf.ttr	8429	file	1/21/2019 8:34 AM


↑


18. After selecting your surface file tap on “Accept”

Select File 

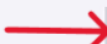
Drive

Type


File name 

 D:\

Name	Size	Type	Modified
4K DEMO MODEL Surf.ttr	8429	file	1/21/2019 8:34 AM





19. Check mark the “Select design linework” box, then tap on the “Tap to select file” box.

Create Design 

Design name

Select design file

 Select design linework 

Select stakeout points

Style guide

File name (.CSV)

20. Make sure the drive is on “D:\” type is on “AutoCAD DXF/DWG” then select your file and tap on “ACCEPT”

Select File

Drive: D:\

Type: AutoCAD DXF/DWG

File name: 4K DEMO MODEL LW.dxf

Name	Size	Type	Modified
4K DEMO MODEL LW.dxf	126577	file	1/21/2019 8:33 AM

ACCEPT

21. If you have stakeout points checkmark the box and select the “Tap to select file” box.

Create Design

Design name: 4k

Select design file: 4K DEMO MODEL Surf.ttm

Select design linework: 4K DEMO MODEL LW.dxf

Select stakeout points

Style guide: Siteworks Default

File name (.CSV): Tap to select file

FINISH

22. Verify “D:\” and “(CSV) Files” are selected. Tap on your stakeout points then tap on “ACCEPT”

Select File

Drive D:\

Type (CSV) Files

File name Layout Points 10-23-18.csv

↑ D:\

Name	Size	Type	Modified
Add Control 10-21-21 - Sc	96	file	12/23/2024 11:02 AM
Add Control 10-21-21.csv	510	file	10/21/2021 4:19 PM
Layout Points 10-23-18.csv	2292	file	1/23/2019 3:10 PM

ACCEPT

23. Tap “FINISH”

Create Design

Design name 4k

Select design file 4K DEMO MODEL Surf.ttm

Select design linework 4K DEMO MODEL LW.dxf

Select stakeout points

Style guide Siteworks Default

File name (.CSV) Layout Points 10-23-18.csv

FINISH

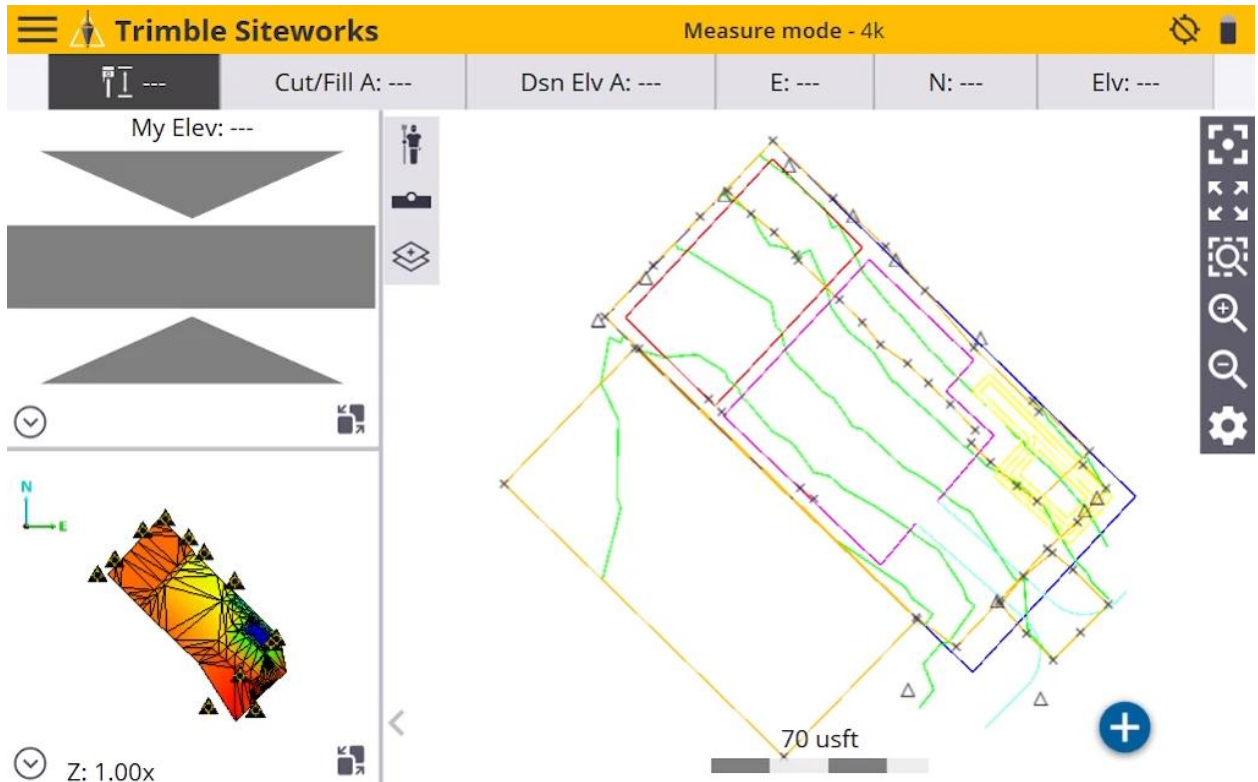
24. Tap "ACCEPT"

Open Project ⊞

Project	4k	⊞
Work Order	4k	⊞
Design	4k	⊞

ACCEPT

25. Now verify all your control, linework, & surface lines up.



Troubleshooting Tips:

Job importing issues -

If your control points are not lining up with your linework, your northern, easting, and elevation will need to be switched around. You can change it when you are setting up a new project.

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