

Leica Geosystems

How to use Leica Exchange



Leica Exchange is a software Service from Leica Geosystems that allows you to send and receive files and objects (jobs, coordinate systems, codelists, etc.) to and from your work colleagues.

Minimum requirements:

- A valid Leica Exchange Subscription (or 180 day Trial Subscription)
- Customer has SmartWorx Viva 4.0 or higher
- Leica Exchange activation license is loaded on a CS/TS (or 180 day trial) and/or
- Leica Exchange Office is installed on a PC

How to use Leica Exchange:


- **Set-up in myWorld**
- **Operation in the field – SmartWorx Viva**
- **Operation in the office – Leica Exchange Office**
- **Operation in the office – myExchange**

Set-up in myWorld:

After ordering the Leica Exchange Subscription, you need to take the Subscription ID from the Subscription Form that was received upon purchasing Leica Exchange. Log-in to your myWorld @ Leica Geosystems account and navigate to myTrustedServices.

myWorld myWorld -> myTrustedServices [Print Content](#)

myTrustedServices My Users [Help](#)

 **Leica Geosystems - Trusted Services**
Leica Geosystems Trusted Services offer you increased productivity while at the same time providing maximum security. New software services and state-of-the-art IT infrastructure offer a vast potential to optimise your workflow and increase your efficiency and productivity, both now and in the future.

Trusted Service	ID	My Reference	Start Date
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[Details](#) [Remove](#)

[Add Service](#) [Export](#) [Trial Subscription](#)

On the “My Trusted Services” tab, select the button “Add Service” and type in the Subscription ID.

Add Service


Add Service

Subscription ID: * XXXXXXXX-XXXX-XXXX-XXXX-XXXX

I agree to the [Leica Geosystems Trusted Services General Terms & Conditions](#)

[Ok](#) [Cancel](#) [Help](#)

My Trusted Services
My Users
Help



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	Trusted Service	ID	My Reference	Start Date
<input type="checkbox"/>	<u>1 yr Leica Exchange Standard</u>	10194220		10.03.2011

Details
Remove

Add Service
Export
Trial Subscription

The Exchange Service will then be shown in the tab “My Trusted Services”. Alternatively, to get started you can apply directly for a Trial Subscription in myWorld. Once the Leica Exchange Service is registered, users can be assigned to the Service via the “My Users” tab.

myWorld → myTrustedServices Print Content

Service

User	First Name	Last Name	E-Mail	Telephone
<input checked="" type="checkbox"/> johnsmth	John	Smith	john.smith@email.com	041 754 1234
<input type="checkbox"/> fredjonca	Fred	Jonca	fred.jonca@email.com	041 754 6678
<input type="checkbox"/> janewhite	Jane	White	jane.white@email.com	041 754 7854
<input type="checkbox"/> chrisright	Chris	Right	chris.right@email.com	041 754 1482

The “Add” button is used to define new users and to assign Services to the users.

myWorld → myTrustedServices Print Content

User

User Name: *

Password:

Repeat Password:

First Name: *

Last Name: *

E-Mail: *

Confirm Email: *

Telephone:

Native Language:

Services

Available		Assigned
	<input type="button" value="Add"/> <input type="button" value="Remove"/>	<input type="checkbox"/> 1 yr Leica Exchange Standard (10194228)

Send email to user with login details

Defining users requires entry of their contact information, as well as the definition of a unique User Name for each user and assignment of a Password. Users will use this User Name and Password each time they access the Leica Exchange Service either from the SmartWorx Viva in the field, or via Leica Exchange Office PC software. If the Exchange Subscription also includes myWorld transfer, then the

email address used here must be the same as the users myWorld email address to ensure that they can use myExchange in myWorld.

Upon creating the User, you need to assign the Trusted Services that should be assigned to them, and hence have access to. This is done by selecting the Available Service from the left hand panel, and using the “Add” button to Assign the Service to the selected user.

You can inform new Users of their User Name and Password by selecting the check-box “Send email to user with login details”.

After starting to use Leica Exchange, myWorld users who have registered the Leica Exchange Subscription ID in their myWorld account have full access to the Subscription usage statistics. The total quota is shown, as well as the consumed and remaining GB’s are displayed both in total GB’s and as average values in GB’s/month.

Operation in the field – SmartWorx Viva:

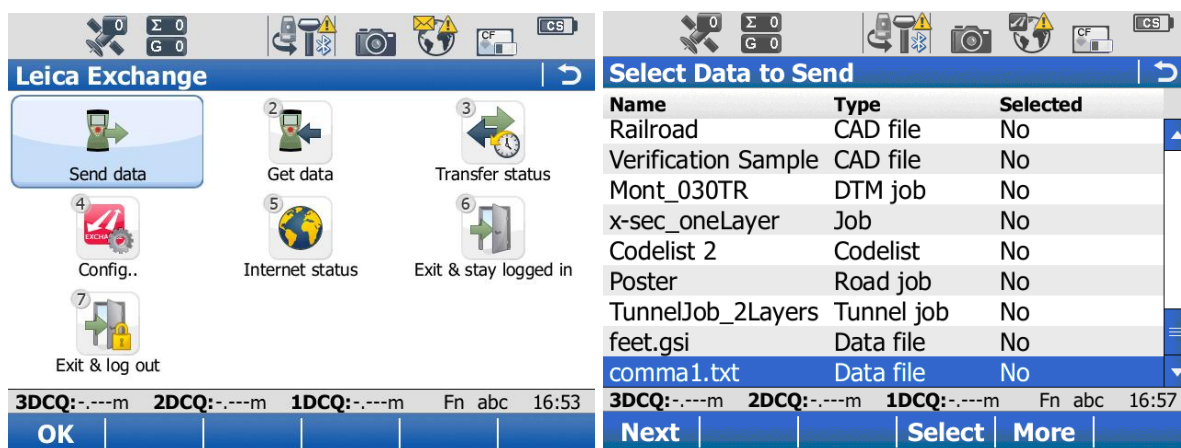
Leica Exchange can be used on a controller (CS) or total station (TS) that has SmartWorx Viva firmware version 4.0 or higher and a Leica Exchange Activation License loaded, or during the 180 day Trial period in SmartWorx Viva. If you don’t have SmartWorx Viva 4.0 or higher, then please upgrade using a valid Customer Care Product (CCP) for SmartWorx Viva.

Go to User -> Tools & utilities.. -> Leica Exchange. You are first asked to enter your User name and Password which were created in myWorld.

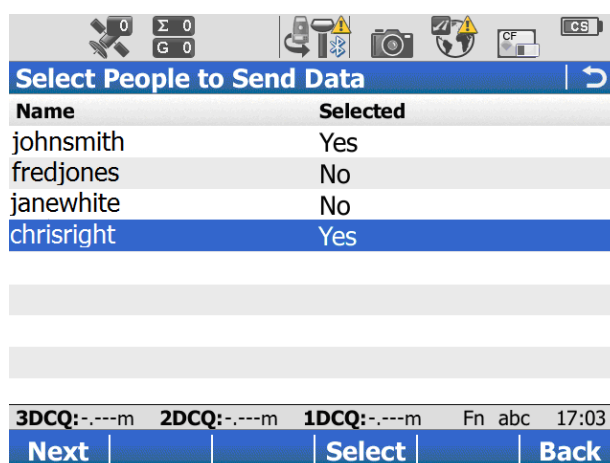
The first time you log in to Leica Exchange you need to accept the License agreement (Terms and Conditions). Only after accepting the License agreement with “Yes” can you proceed to use Leica Exchange.



In order to send data to one or more users, go to “Send data” and then select the files/objects that you want to send. For each file/object you can see the Time when it was made, Source, Size and Type.



Then select whom you want to send the data to.

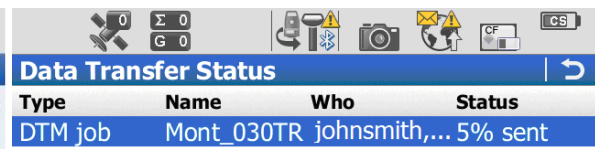


With the transfer started and you can view the status or do something else while the transfer is in progress in the background.



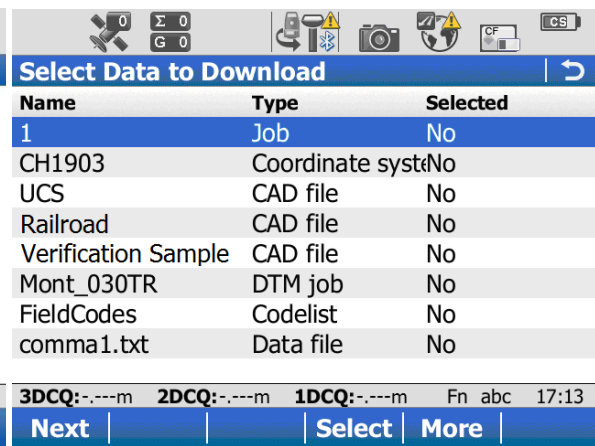
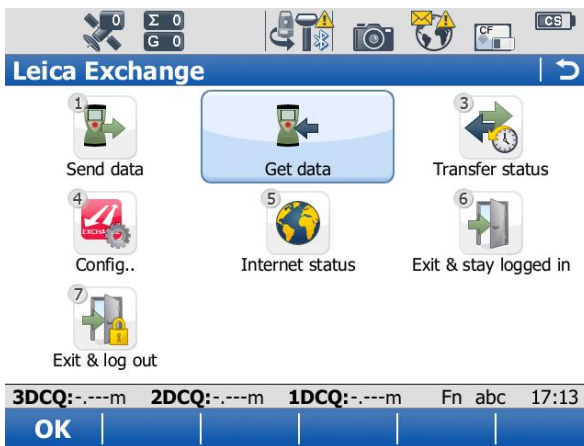
Press Status to check the transfer status.

Press Finish to return to the Exchange main menu.

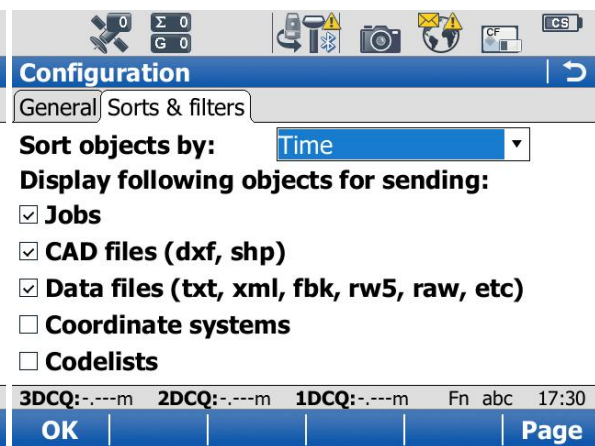
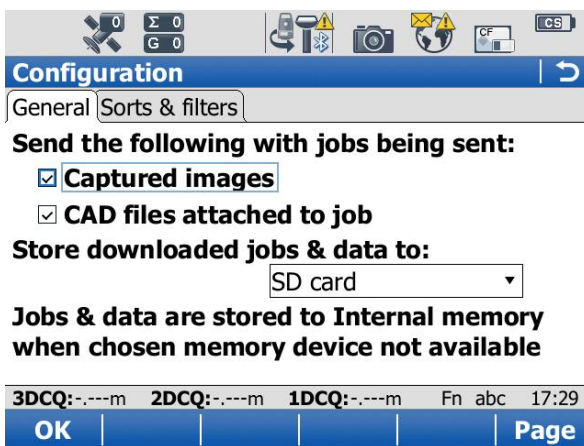


To receive data that was sent to you, you need to go to “Get data” and select the files/objects that you want to download. For each file/object you can see the Time when it was made, the Source, Size and Type.

You can always see when someone sent you new data via the status bar. Next to the internet icon (Globe) you can always see if you’re logged in to Leica Exchange and if you have new data in your inbox indicated with the envelope icon.



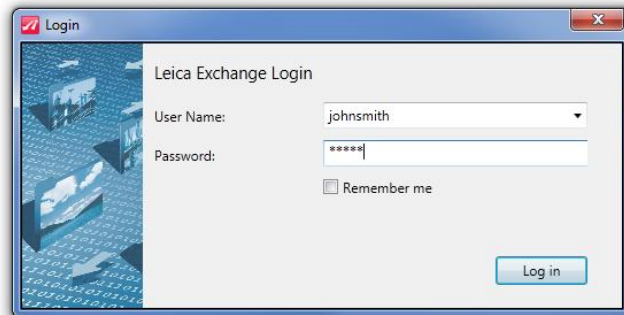
In “Config..” you can change settings regarding sending jobs, where to store the data, filters and sorting.



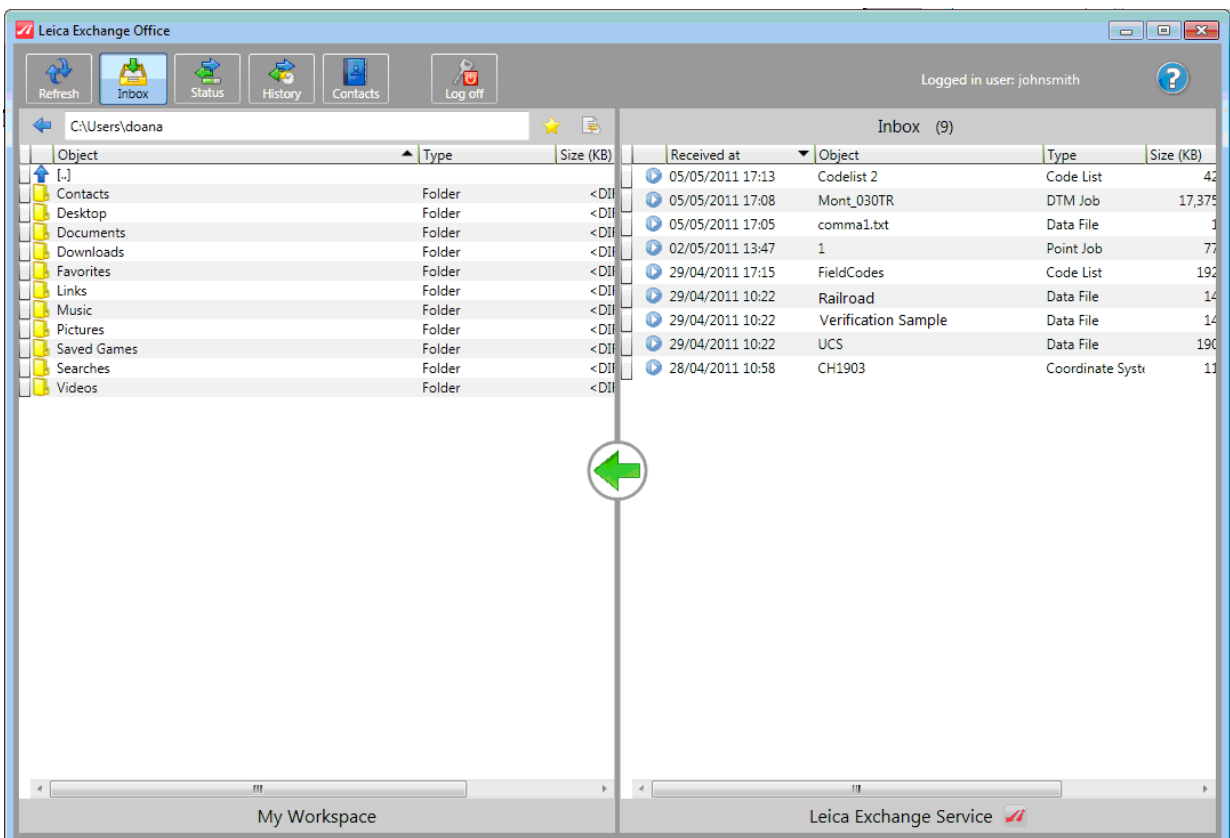
Additionally, you can directly check the internet connection status and there are 2 options to leave the Leica Exchange application. You can log out or stay logged in and be notified from anywhere inside SmartWorx Viva when you receive new files/objects, or even continue working while a transfer is in progress.

Operation in the office – Leica Exchange Office:

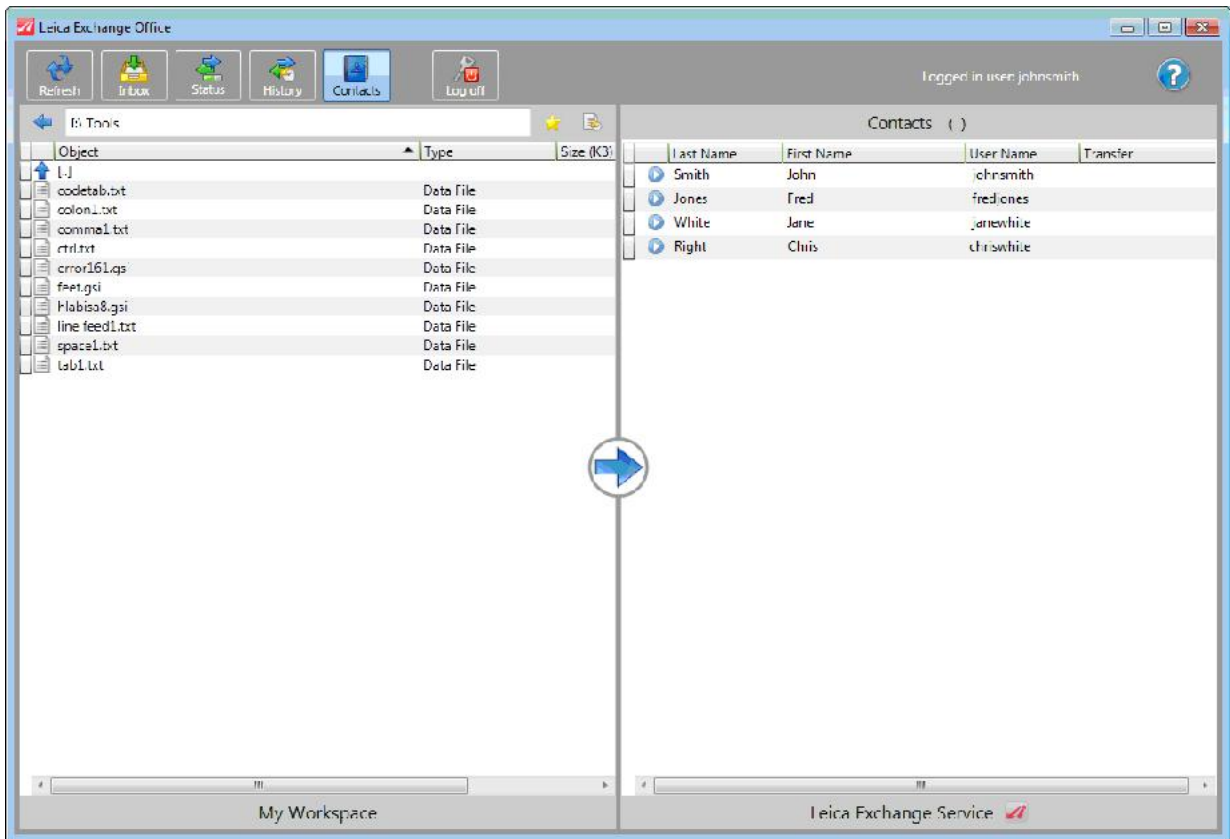
Leica Exchange Office is a free-of-charge utility for supporting office use of Leica Exchange. Starting Leica Exchange Office requires the entry of a User name and Password. Each user created in myWorld uses the same User name and Password to login using Leica Exchange Office in the office, or SmartWorx Viva in the field.



In Leica Exchange Office the graphical menu bar shows the icons: Inbox, Status, History and Contacts that change what you see in the right hand panel. On the left side you can always see and browse the data on your computer.



To retrieve files/objects from your Inbox, select the “Inbox” graphical menu item, and select the files/objects from the right hand panel (using Control to select multiple files/objects) and drag them to the desired location on your computer on the left panel. Similar, in order to send data, choose “Contacts” from the graphical menu and from the left panel drag and drop the desired files/objects to the users (again using Control to select multiple files/objects and users).




With the Status panel, you can see the status of current transfers, while on the History panel you can see all the transfers you have done from both the field and office and also the time when the files/objects were sent and received. In addition, files/objects can be moved back to your Inbox from the History panel, providing the time is no longer than 2 weeks after the file/object originally arrived in your Inbox.

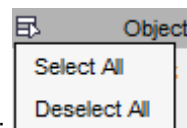
Operation in the office – myExchange:

If your Leica Exchange Subscription also includes myWorld Exchange then you have the additional functionality of being able to exchange files/objects from any PC with an internet connection after logging-in to myWorld.

All registered Leica Exchange users who are registered to a Subscription that includes myWorld transfers, and that the email address of their Leica Exchange user matches their myWorld email address will see “myExchange” in myWorld, and can hence perform exchanges from within myWorld.

Sending files/objects in myWorld is performed by navigating to the “My Exchange” tab and selecting files with the “Browse...” button and then preparing them for exchange with the “Add” button. Once all files are added, the files to be exchanged are selected, either:

individually with the check box: , or



collectively with the multiple selection tool at the top of the list:

myWorld > myTrustedServices > myExchange

My Inbox | My Recent Downloads | My Exchange

Object	Date	Size
<input type="checkbox"/> Design_20111110b.dxt	05.09.2011 16:38:51	247 KB

Contacts	User Name
<input type="checkbox"/> john	John Smith
<input type="checkbox"/> fred	Fred Jones
<input type="checkbox"/> jane	Jane White
<input type="checkbox"/> chris	Chris Right

Exchange ▾
 Job File

Browse... Add Remove

The same approach can be used for selecting single or multiple users to receive the file(s).

If the files selected are a Job (e.g. test_job_0168_0405_053816.X01, test_job_0168_0405_053816.X02, ..., etc.) then select the check box "Job Files" to ensure files are exchanged to the correct location in SmartWorx Viva.

Exchange ▾
 Job Files

The "Exchange" button then exchanges the selected files to the selected users.

Receiving files/objects in myWorld:

myworld
@Leica Geosystems

- when it has to be right **Leica**
Geosystems

Logout | myProfile | Account Administration | Terms & Conditions | Imprint | Print Content | Good Afternoon Mr. Jason

myWorld | News | eService

myWorld >> myTrustedServices >> myExchange

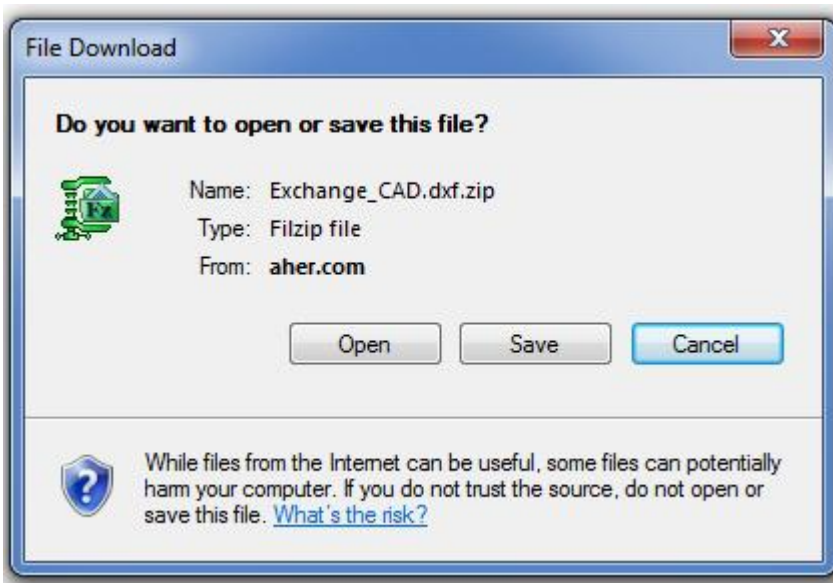
My Inbox | My Recent Downloads | My Exchange

Search:

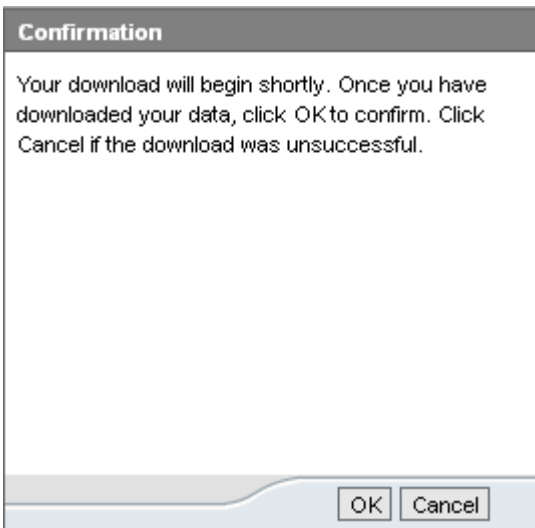
Object	Type	Date	Size	Gender
<input type="checkbox"/> job_raw_data	Point Job	05.09.2011 16:47:38	199 KB	John Smith

Download

From “My Inbox” files/objects are selected either directly through the hyper-link, or by selecting the file/object check-box and pressing the “Download” button, and then selecting the “Save” button on the File Download dialog and navigating to the required location on your local computer.



You are then asked to confirm with the “OK” button to the myWorld exchange application that you have successfully downloaded the file. If for some reason the download was unsuccessful, then by pressing “Cancel”, the file will stay in your Inbox.



In myWorld, the “My Recent Downloads” tab shows you all of your recent Downloads and allows you to move them back to your Inbox, to be downloaded again if desired.

For all Leica Exchange activities, files/objects stay in the Inbox for a period 2 weeks before being removed. Hence, files/objects stay in the “My Recent Downloads” up to 2 weeks after they originally arrived in your Inbox.