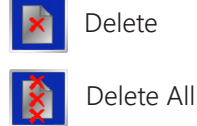
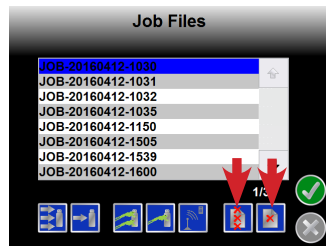
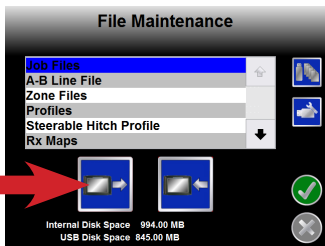


DELETING OLD JOB FILES (CLEARING MEMORY)

To remove old job files (or any other file type), select the **Tools** button then the **File Maint.** button.

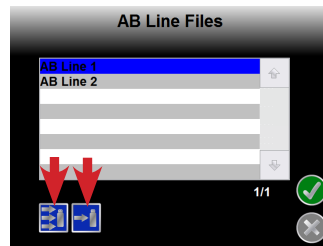
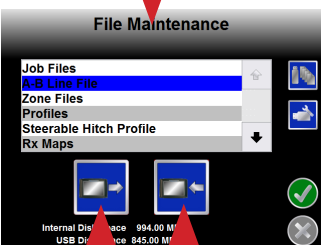
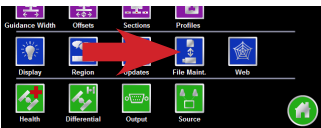


Select **Job Files** (or other file type) and then select the **Export** button. Select the job file you want to delete then select the **Delete** button to remove that file or the **Delete All** button to remove all job files. **No USB drive is needed.**



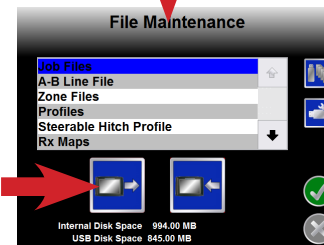
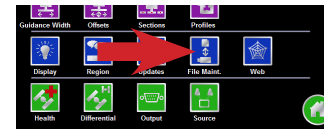
IMPORTING/EXPORTING FILES

Files can be imported to and exported from the Envizio Pro. Select the **Tools** button then the **File Maint.** button. Select the file type to import or export then select either the **Import** button or the **Export** button. Select the file to be imported/exported then select the **Single File** button or the **All Files** button.

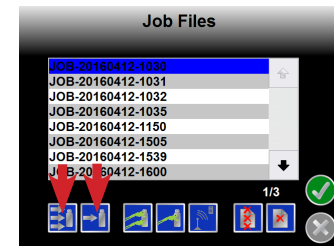


CREATING A SHAPEFILE & BITMAP REPORT

Select the **Tools** button and then the **File Maint.** button. Select **Job Files** and then the **Export** button. Insert a USB drive and select the job file to create a report for then the **Single File** button or the **All Files** button.



The **Single File** and **All Files** buttons can be programmed to create any one or all of the reports. Select the **Configure File Output** button and select any report type needed.



CREATE A JDP REPORT (SLINGSHOT)

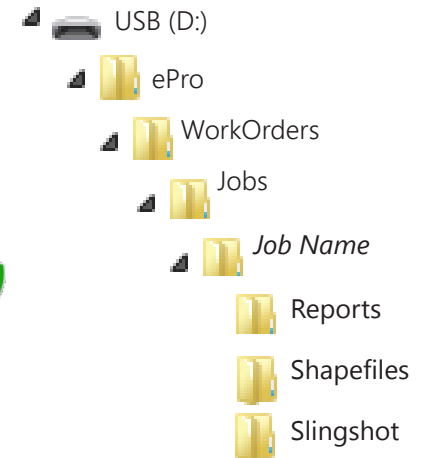
Select the **Tools** button and then the **File Maint.** button. Select **Job Files** and then the **Export** button. Insert a USB drive and select the job file a report is needed for then the **Single JDP File** button or the **All JDP Files** button.



REPORTS LOCATION (USB)

Bitmap reports will be stored in the **Reports** folder, shapefile reports will be stored in the **Shapefiles** folder, and the JDP reports will be stored in the **Slingshot** folder.

JDP report files can be sent to the slingshot portal upon job closing by selecting the **Wireless** button on the main screen.



On the **Wireless Status** page, select the **File Transfer Settings** button then either the **Automatically** or **Prompt** option.

FILE MAINTENANCE