

OpenGround Web Portal User Guide

The material contained within this user guide is designed to provide an introduction and reference for the OpenGround Web Portal package.

What is OpenGround Web Portal?

Customising your template design helps you maintain your company brand whilst allowing you to present your geotechnical data to your clients in the best possible format.

The Web Portal Module has been designed so that users can pick up its simple design techniques quickly, giving you a shorter learning curve and ensuring you are not reliant on a single member of staff to change your template designs.

How to use this guide

Primarily, this document is structured to deal with concepts and functionality in a logical and theme-based manner. As such, the guide can be read progressively. At the start of each chapter you will find an introduction section that gives you an overview of the capabilities of the system related to the chapter. You may find it useful to start by reading these introductions only as this should give you an overview of what OpenGround Web Portal can do and which parts you need to learn more about. Further information can be found regarding a topic by the use of the related articles section of each page or elsewhere on Bentley Assist.

Conventions used in this Document

Numbered paragraphs are used to describe step by step instructions on a task or series of related tasks. **Italic** text denotes an item on the interface such as a menu option, command button, or listed item. Within this, the pipe (|) symbol denotes options on a cascading menu - as in Manage | Tests. Other **Italic** text is used to refer to proper names or emphasise a phrase, word or sentence. **Bold** text is used to indicate the actual contents of an editable field or box, or what the reader should type into a box

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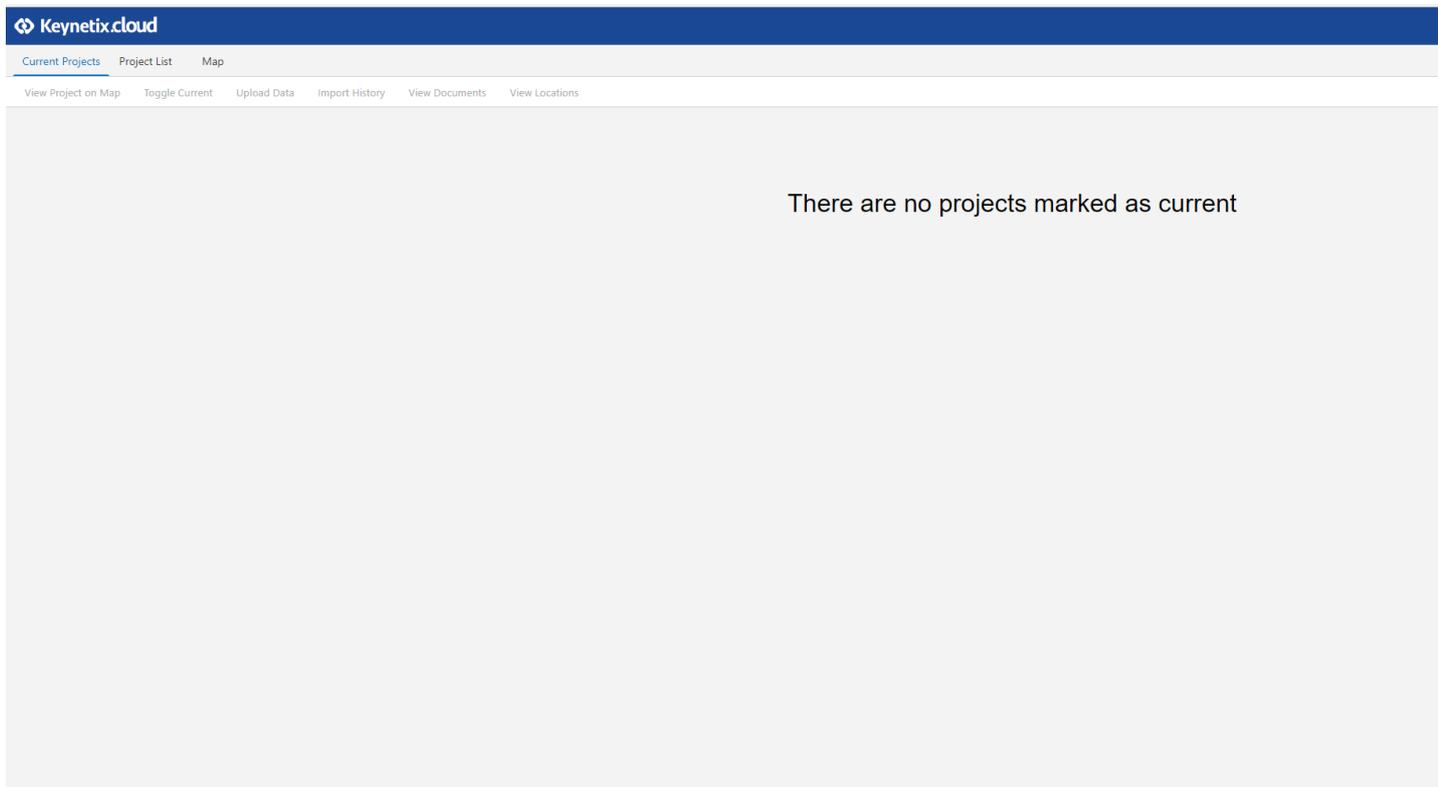


OpenGround Web Portal Guide

The following is a guide to the features of using the OpenGround Web Portal.

The portal is used in conjunction with OpenGround Professional as a place to log in and view project and location data predominantly. There are other features which will be outlined in the guide. Please also note that the web portal will be updated with new features so this guide will change as and when these features are implemented.

You can access the portal through any web browser, please navigate to [https://-portal.OpenGround](https://portal.OpenGround). From here use your login credentials enter the portal. Below is an example of the portal home screen.



The Portal has three main system tabs.

- Current Project- Lists all the projects that have been marked as current via OpenGround Professional
- Project List-List of all projects that are available to the user.
- Map- Displays the world map. Can zoom into view project blobs on the map and get meta data on them from the tooltips.

Current Project Selection and Portal Grids

There are sub menus to the portal that can be accessed from the Project list screen. Select the Project List tab, this will display the project in a familiar grid format.

Project ID	Project title	Status	Category	Location of site	Client name	Contractors name	Project Engineer	Latitude
TestProject	Quinley Test Project	Open	Default	Quinley Embankment	Key County Unitaries	Solteam Limited	KSC Consulting Engineers Ltd	52.6091527628
Shrewsbury	Shrewsbury	Open	Default					52.706737426

If the Project list is large you are able to filter and paginate using the filter icon over the grid headers and switch pages via the page select buttons.

To make the Project appear in the current list select the option **make current**. The project is now in the current project Lists.

If you toggle back to the Current Project list you will see the Project showing along with a count of each Locations Status. If you select a status it will display a list of all the locations based on the status type for convenience.

Shrewsbury



Shrewsbury

Locations

26 [DRAFT](#)

Current Projects Project List Map <u>Locations</u> ×						
Quicklog		View Documents				
Location ID	Location Type	Status	Easting	Northing	Latitude	Longitude
BH1	RC	DRAFT	348745.5	312433		
BH10	RC	DRAFT	348557.44	312558.53		
BH11	RC	DRAFT	348749.43	312520.97		
BH12	RC	DRAFT	348521.43	312511.9		
BH13	RC	DRAFT	348773.03	312400.82		
BH14	RC	DRAFT	348693.63	312519.32		
BH15	RC	DRAFT	348611.8	312499.93		
BH16	BH	DRAFT	348676.37	312261.31		
BH17	RC	DRAFT	348561.5	312476.58		
BH18	RC	DRAFT	348667.2	312545.47		
BH19	RC	DRAFT	348740.94	312224.17		
BH2	RC	DRAFT	348632.2	312361.03		
BH20	RC	DRAFT	348560.33	312325.89		
BH3	RC	DRAFT	348731.53	312327.8		
BH30	RC	DRAFT	348682.03	312464.12		
BH31	RC	DRAFT	348628.22	312421.01		
BH32	RC	DRAFT	348686.55	312315.67		
BH33	RC	DRAFT	348570.26	312425.38		
BH34	RC	DRAFT	348611.63	312319.79		
BH35	RC	DRAFT	348514.82	312392.41		
BH4	RC	DRAFT	348697.94	312408.07		
BH5	RC	DRAFT	348597.3	312283.3		
BH6	RC	DRAFT	348553.89	312359.69		
BH7	RC	DRAFT	348504.75	312430.9		
BH8	RC	DRAFT	348825.15	312283.4		
BH9	RC	DRAFT	348801.13	312224.73		

As with the Project grid the Location grid can filter data also.

Documents and Quick Logs in the Portal

Any Documents that are stored in the cloud against a Location within the project can be downloaded and viewed. Similar to OpenGround Professional, the document image will appear next to the location. Select the location and press the view documents button.

The documents grid will now open, this will display data on the document/s in question, to download press the download button. You can save this to wherever you wish.

Current Projects	Project List	Map	Locations ×	Documents ×		
Download						
Name	Description	Extension	File Size (MB)	Version	Category	Sta
BH1	BH1	pdf	0.1	1	Logs	Dra

To display a Quick Log select a location and press the quick log button. The log will be displayed inside the Portal.

Current Projects	Project List	Map	Locations ×	Quicklog ×
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Page: 1 of 2 Automatic Zoom

Rotary Core Log														
Project Name: Shrewsbury					Client:					Date:				
Location:					Contractor:					Co-ords: E348745.50 N312433.00				
Project No.: Shrewsbury					Crew Name:					Drilling Equipment				
Borehole Number BH1			Hole Type RC		Level 53.08m AoD			Logged By		Scale 1:50		Page Number Sheet 1 of 2		
Well	Water	Depth (m)	Type /FI	Coring			Depth (m)	Level (m)	Legend	Stratum Description				
				TCR	SCR	ROD								
							1.50	51.58		MG	<div style="border-left: 1px solid black; border-right: 1px solid black; height: 100px; position: relative;"> <div style="position: absolute; top: 0; right: 0; width: 10px; text-align: center;">1</div> <div style="position: absolute; top: 20px; right: 0; width: 10px; text-align: center;">2</div> <div style="position: absolute; top: 40px; right: 0; width: 10px; text-align: center;">3</div> <div style="position: absolute; top: 60px; right: 0; width: 10px; text-align: center;">4</div> <div style="position: absolute; top: 80px; right: 0; width: 10px; text-align: center;">5</div> <div style="position: absolute; top: 100px; right: 0; width: 10px; text-align: center;">6</div> <div style="position: absolute; top: 120px; right: 0; width: 10px; text-align: center;">7</div> <div style="position: absolute; top: 140px; right: 0; width: 10px; text-align: center;">8</div> </div>			
							4.20	48.88		GV				
										ST				

Data Import Queuing

The most powerful feature of the portal is the ability to queue data for importing into OpenGround Professional. This is particularly useful as the portal will validate the file for any errors which would prevent a full import, providing real time feedback to the user.

The ability to queue requires a specific user role which is added to a users security group. (system admins will do this) The role is called Queue Imports (see image below)

Assign Security Group Roles

Security Group: Data Import Group

Level: Project

Available Roles

Name	Description
Manage Configuration	Enables the editing of configuration
Manage Geotechnical Layers	Enables geotechnical layers naming
Manage Imports	Enables the management of imports
Manage Map Settings	Enables the management of map set
Manage Picklists	Enables the management of picklists
Manage Saved Searches	Enables the management of saved se
Manage Secured Documents	Enables the viewing and managemer
Manage Snapshots	Enables the management of snapshc
Manage Teams	Enables team management
Reprocess Calculations	Enables calculations to be reprocess

Allocated Roles

Name	Description
Import Map Data	Enables map data to be imported
Manage Chain Of Custody	Enables the management of Chain of
Manage Location Groups	Enables the management of location
Manage Map Connections	Enables the management of map cor
Manage Map Datasets	Enables the management of map dat
Manage Test Schedules	Enables test-schedules to be manage
Queue Imports	Enables data to be queued for an im
Upload data to BGS	Enables data to be uploaded to the E
Upload Documents	Enables documents to be uploaded
View	Enables the viewing of projects

Save Cancel

Once this role is added any user can queue imports via the portal. To initial an import queue select the project you want to import into and select Upload Data

Options

Please specify the import options for your submission.

File Format

Mapping

Comment

File

Browse

Start Upload

Select the file format, any appropriate mapping and put a comment (mandatory). After entering a comment press start upload.

The file should process and upload. When completed you will be greeted with one of three Results.

- Not Successful- File contains errors so cannot import
- Successful but with warnings- The file has uploaded however there are some warnings that will be displayed on the page for review
- File uploaded with no warning- The file has been uploaded with no warnings

Examples below.

Thank you. Your file has been successfully validated and uploaded.

Finish Next Upload

Your file has been successfully validated and uploaded with warnings. Please check each of the warnings and re-upload the file if the warnings need correcting.

Warnings (13)

- Non ASCII character found. Character will be ignored (Line 242)
- Non ASCII character found. Character will be ignored (Line 610)
- ISPT - ISPT_NVAL will be ignored because the destination is a calculated field
- ISPT - ISPT_REP will be ignored because the destination is a calculated field
- Target field for PROJ_DATE (Project - The date when this was modified) is not associated with a Unit.
- Target field for SPEC_DEPTH (Allophane Content - Depth of test specimen) is not associated with a Unit.
- Target field for SPEC_DEPTH (Organic Content Tests - Depth of test specimen) is not associated with a Unit.
- Target field for SPEC_DEPTH (Pinhole Dispersion Classification Test - Depth of test specimen) is not associated with a Unit.
- Target field for SPEC_DEPTH (Ring Shear Testing - General - Depth of test specimen) is not associated with a Unit.
- Target field for SPEC_DEPTH (Shrink Swell Tests - Depth of test specimen) is not associated with a Unit.
- Target field for MONR_WDEP (Monitoring Readings - Reading) is not associated with a Unit.
- Target field for MONR_WDEP (Monitoring Readings - Reading Text) is not associated with a Unit.
- Office in the import file: 'Test Office' does not currently exist. If Project data is imported a new Office will be created and the current Project's Office will be updated.

Finish Next Upload

After the data has been queued you can press finish or start another upload.

The File is ready to be imported into OpenGround Professional. To import the file navigate to Manage Imports in OpenGround Professional. The files will be displayed in the dialog window, Press import to start the import process or download source data to download the file.

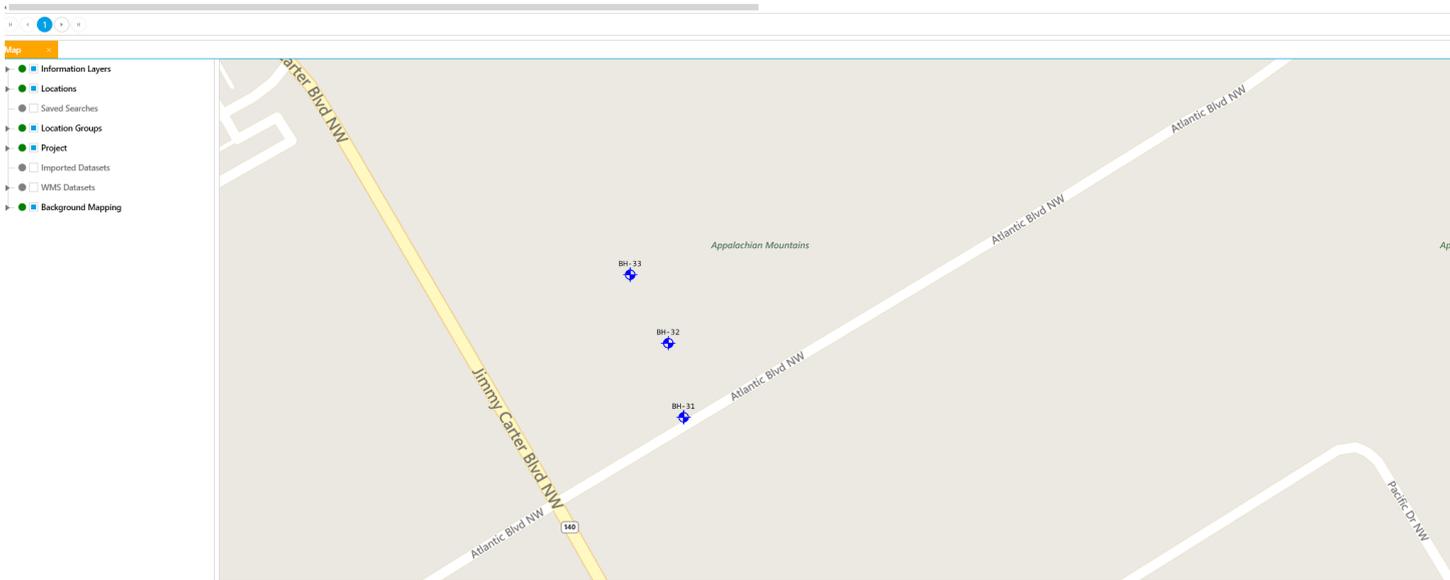
Import History

Time Uploaded ▼	Uploaded By ▼	Comment ▼	Time Imported ▼	Imported By ▼	Source ▼	Status ▼	Action	Download
20/06/2018 14:11:53	Administrator User	tes t 2			HBSI Portal	Queued	Import	Source Data
20/06/2018 14:09:01	Administrator User	test import			HBSI Portal	Queued	Import	Source Data

Portal Map

The Map can be used to visualise the locations of boreholes for your projects, to view the project locations simply select View Project on Map from either the current project page or the project list.

Location ID	Location Type	Status	Northing (ft)	Easting (ft)	Elevation (ft)	Latitude Decimal	Longitude Decimal	Remarks	Final Depth (ft)	Date Start (mm/dd/yyyy hh:mm)	Location Purpose	Termination Reason
BH-31	BH	DRAFT	1433222.00	2275706.00	305.00	33.9399617800	-84.2355047200	Notes go here	40.00	06/04/2015 13:32:59		Target depth
BH-32	BH	FINAL	1433392.00	2275671.00	310.00	33.9404289000	-84.2356205000	Notes go here	40.00	06/04/2015 13:32:59		Target depth
BH-33	BH	DRAFT	1433549.00	2275584.00	315.00	33.9408602000	-84.2359077200	Notes go here	40.00	06/04/2015 13:32:59		Target depth



The Map will be displayed with blobs corresponding to the project centroid and the borehole locations. The blue blob is the project the red are the locations. clicking on them will display tool tip meta data on the locations and the project.

Further help

For further assistance, please consult our help site at the following link;

<https://communities.bentley.com/products/geotechnical1/w/wiki/48099/openground-cloud>

This includes a variety of helpful resources, including instruction videos, downloadable test definitions and support articles.

Queries can be raised directly with us via one of the following methods:

Email: support.gim@bentley.com

Raise a Service Request: <https://apps.bentley.com/srmanager/ProductSupport>

Telephone: +44 (0)1527 68888

Useful Web Links

Bentley homepage - <https://www.bentley.com/en/products/brands/openground>

This site acts as our shop window to the world, keeping users informed of changes and events relating to Bentley products. New users are advised to provide their password details to allow them access to the site. Other pages of the site also provide access to details of our training courses, support articles and account management.

Association of Geotechnical and Geo-environmental Specialists (AGS) - www.ags.org.uk/aboutus/welcome.cfm

This can be particularly useful for those who are working with the AGS format. The site allows the download of the AGS Notes for Guidance that outlines the correct use of the format. We recommend that all users obtain this document (and are unable to distribute ourselves for copyright reasons). Additionally, the site includes discussion areas to debate AGS related issues.

Geotechnical Data Hub- www.geotechnicaldatahub.com

An open forum for geotechnical professionals, engineering geologists, data producers, data managers and GIS professionals to talk about data management subjects.

www.twitter.com/Bentley

www.linkedin.com/company/Bentley