BG-Map

Mapping the world… one plant at a time

GGN Standalone App (GreVid and Garden Notepad Stand-Alone Version) 2025 User's Manual

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About GGN Standalone App

GGN Standalone app allows *BG-BASE* users who do not have BG-Map to collect plant size and condition data in the field for upload into *BG-BASE*. It allows the user of Garden Notepad 3 (GN3) or Classic Garden Notepad (GN Classic.)

Users who have the GreVid database app (deprecated) can also use it.

For details on how to use GN3 or GN Classic, see their respective user's manuals.
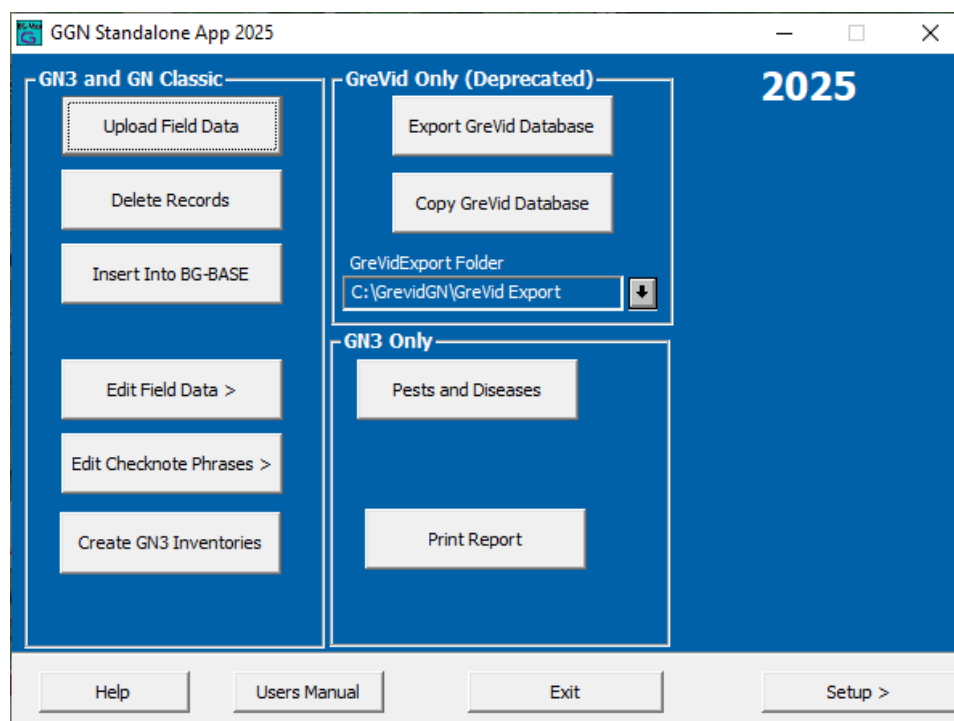
Uploading Garden Notepad Field Data

Field data files contain the data collected by Garden Notepad on the mobile device. They are identified by the extension .fmd (Field Measurement Data).

You must first use move the field data file from the mobile device to a convenient location on your desktop PC - normally the \GreVidGN\Field Data folder.

❖ **For GN Classic** – Use Windows Mobile Device Center to move the file.
❖ **For GN3** – Use a USB file transfer cable or a USB thumb drive.

Then, click the "Upload Field Data" button in GGN Standalone App.

Select the field data file and open it. Then, click "Upload". You are now ready to insert the field data.

Select the source of the field data – "GN3" or "GN Classic." Then, select the field date file.

<u>Editing and Inserting GN3 Plant Images</u>

If you selected "GN3" and images have been included with the data, you will see this:

Editing the images allows you to rotate or delete the images. Once editing is complete, you will be prompted to insert the images into *BG-BASE*.
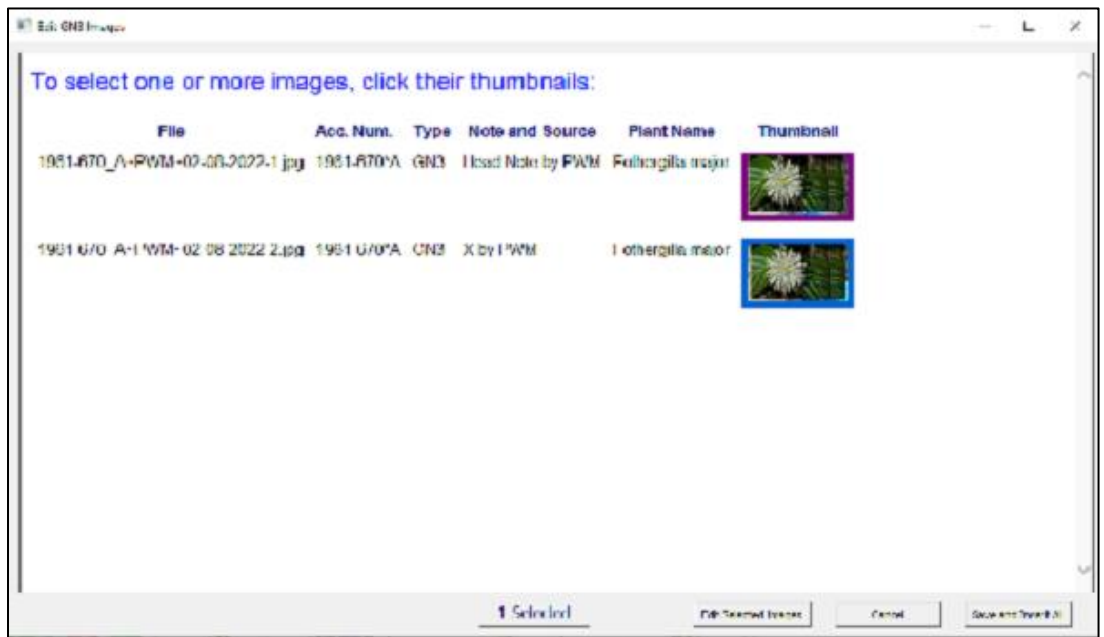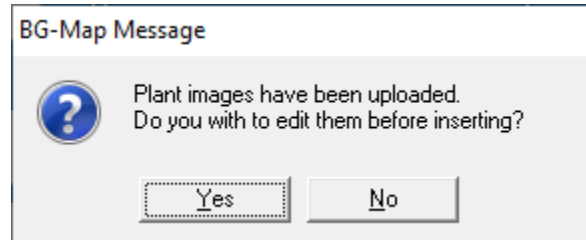
Deleting Field Data Records before Inserting Data into *BG-BASE*

Click "Delete Records" and select one or more field data records to delete.

Editing Field Data Records before Inserting Data into *BG-BASE*

Click "Edit Field Data."

This window allows you to edit and print Garden Notepad data after it has been uploaded and before it has been inserted into BG-BASE.

CHANGING THE DATA SORT ORDER:
To re-sort the data on any column, double-click on the column heading.

DELETING A ROW OF DATA:
Click on the row and then right-click and choose "Delete". The row of data will be deleted.

ADDING A ROW OF DATA:
Click on the row where you wish to insert a row of data and then right-click and choose "Insert". Fill in the data as described below.

EDITING THE EXISTING DATA:
Data in the blue-colored cells is automatically filled in and cannot be edited. Data in all other cells can be edited. See the descriptions below. The cells are designated as follows:

Type Only - data can only be typed into the cells
Browse Only - data can only be filled in by browsing - see "How to Browse" below.
Type or Browse - data can be filled in by either typing or browsing

HOW TO BROWSE:
Click on the cell so that it is outlined with a thin dotted line. Then right click, select "Browse" or "Edit" and select from the displayed pop-up list.

DATA FIELDS THAT CAN BE EDITED:

Accession Number (Type Only) - Enter an accession number with qualifier for a living plant.

Recorded By (Type or Browse) - Enter the initials of the person recording the data. Use the same initials as you would if entering data into BG-BASE. This field must consist of 2 or 3 characters.

Condition (Type or Browse) - Enter a valid Condition Code.

Sex (Type or Browse) - Enter a valid Sex Code.

Number of Trunks (Type or Browse) - Enter the number of trunks - a number from 1 to 6 or ">6".

Reproductive Status (Type or Browse) - Enter a valid Reproductive Status Code.

Vegetative Status (Type or Browse) - Enter a valid Vegetative Status Code.

Container Code (Type or Browse) - Enter a valid Container Code.

Die Why (Type or Browse) - Enter a valid Die Why Code for the cause of death.

Die Why Reason (Type Only) - Enter any additional information regarding the cause of death.

Spread, DBH and Height (Type Only) - Enter the measurements in the units indicated.

Check Notes (Type Only) - Enter check notes.

Performance Note Notes - Enter a performance note.

Special Characteristics - Select one or more Special Characteristics that pertain to this plant. Optionally, you can also enter comments.

Has Labels (Browse Only) - Select one or more label types that this plant has.

Needs Labels (Browse Only) - Select one or more label types that this plant needs. Optionally, you can also enter the quantity needed and comments.

New Location (Browse Only) - Select the new Location for this plant.

New Number of Plants (Type Only) - Enter the number of plants or the word MASS.

PRINTING THE DATA:
Click "Print". The list will be exported as a web page (html) file. Either select the default file name (GN_Report.htm) or enter any desired filename. After the list is completed, your web browser will display it automatically. You can also open the HTML file in Microsoft Excel or a similar spreadsheet program.

Plant list HTML files are normally stored in a folder on your C: drive: C:\GrevidGN\Plant Lists. You can choose a different folder if you wish.

Inserting Garden Notepad Data into *BG-BASE*

Click "Insert Into BG-BASE" to update *BG-BASE* with data collected using Garden Notepad. If the accession numbers check out, *BG-BASE* will be automatically updated with the field data.

Possible Errors

Any errors in the accession numbers, will be displayed and recorded in the file: **error.txt**. The following error codes may appear in the error report:

NP	Plant not found in *BG-BASE* PLANTS table
NL	Plant is not living

The NP error code indicates that this plant could not be found in the *BG-BASE* PLANTS table. This could occur because the accession number was entered incorrectly in the field or because the plant was never entered or entered incorrectly into *BG-BASE*. Verify the correct accession number with qualifier for the plant in question.

The NL error code indicates that the plant is not listed as living in *BG-BASE*. This could be because the accession number was entered incorrectly in the field, in which case you would "Edit Field Data" to correct it. Or, the plant may have been erroneously entered as dead in *BG-BASE*, in which case you would make the required correction in the *BG-BASE* Plants Entry Screen.

After making all required corrections, click "Insert into BG-BASE" again until no errors remain.

The "Record Updated By" Field in *BG-BASE*

Garden Notepad – Plants

The code "MP>" is inserted as the current value for "updated by", which also appears in the upper right corner of the *BG-BASE* Plants entry

screen. This indicates that Garden Notepad last updated the record. The name of the person recording the data in the field is inserted in the plant condition and the measurements lines in the Plants entry screen. If the initials entered into Garden Notepad cannot be found in the *BG-BASE* STAFF table, the entered initials are inserted instead.

## Automatic Saving of *BG-BASE* Lists

When you successfully insert field data (See above), a list of plants or whose information was updated is automatically saved to the *BG-BASE* LISTS table. You can use this saved list to perform further processing on those plants. The list is saved under the name QUAD_UP_DATE_TIME, where DATE is the date that the list was saved, and TIME is the time that the list was saved.

Editing Garden Notepad Checknote Phrases

Click "Edit Checknote Phrases" under Garden Notepad to edit the checknote phrases displayed by the Phrase Picker in GN Classic or GN3 applications and to copy the phrases to your mobile device.

Select "For GN3" or "For GN Classic."

Importing Phrases From a Text File
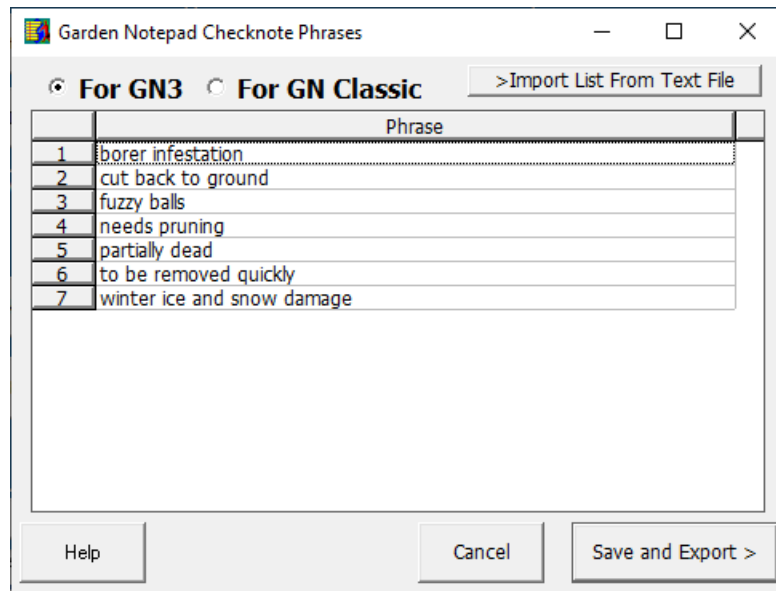
Click the button to import phrases from an existing text file (one phrase per line.) Phrases imported in this way will replace any existing phrases.

Editing

Click an existing phrase and type to overwrite and replace it.
Click an existing phrase and press the [F2] key to edit the phrase.
Click an existing phrase and press the [Delete] key to delete the phrase.

Saving and Copying the Phrases to Your Mobile Device

Connect the device to your PC Mobile Device.

Click the button to save and copy the file to your device.

- ❖ **For GN Classic** – Connect the mobile device to your PC with Windows Mobile Device Center. Then click "Save and Copy to Mobile Device."
- ❖ **For GN3** – Click "Save and Export." Then copy the C:\GN3\Lists folder from your PC to the C:\GN3 folder on your mobile device using a USB file transfer cable or a USB thumb drive.

Create GN3 Inventories

About GN3 Inventories

To use GN3, you need to create at least one inventory list. This can be a list of living plants in a *BG-BASE* Location or a Location Group or a *BG-BASE* saved LIST. To create an inventory list, in click "Create GN3 Inventories", and follow the directions in the help screen. Whenever you create or modify inventories, you need to copy the Inventories folder from the C:\GN3 folder on your PC to the C:\GN3 folder on your mobile device.

Pests and Diseases

This window allows you to create or modify codes for Pests and Diseases.

Creating a Pest or Disease Code

Click the "Start Here" button, and select "Define a new Pest or Disease Code". Enter a code of 8 characters or less. Then, fill in the information as indicated for each prompt.

"Name" (required)
Enter the name of the Pest or Disease.

"Description and Treatment"
Fill in any description or treatment recommendations for this pest or disease.

Modifying an Existing Pest or Disease

Click the "Start Here" button, and select an existing Pest or Disease to be modified.

Print Report

This function allows you to display a report for Pests and Diseases or Arborist Data. These reports are only available if you use GN3.

First, select an Inventory to use and the type of report you wish to display.

When you click OK, GGN will search through the plants in the inventory. If any of the plants have data recorded for Pests and Diseases or Arborist, they will be displayed in the report.
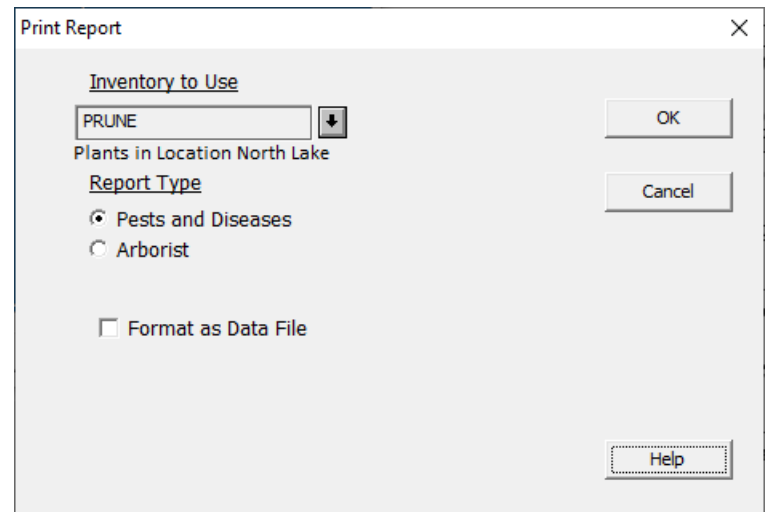
Setup Functions

Click "Setup >" to access the GGN setup functions. Click "< Back to Main Window" to return to the main screen.

Setting the *BG-BASE* User Field to use for Number of Trunks

Garden Notepad allows you to record the number of trunks for a tree - from 1 to 6 or >6. This data is normally used by BG-Map for map display, but non-BG-Map users may also wish to record it for other purposes. If you wish to use this data field, you must select an unused USER field in *BG-BASE* to hold the data. Select the desired user field.

Exporting *BG-BASE* Label Types, Container Codes and Die Why Codes

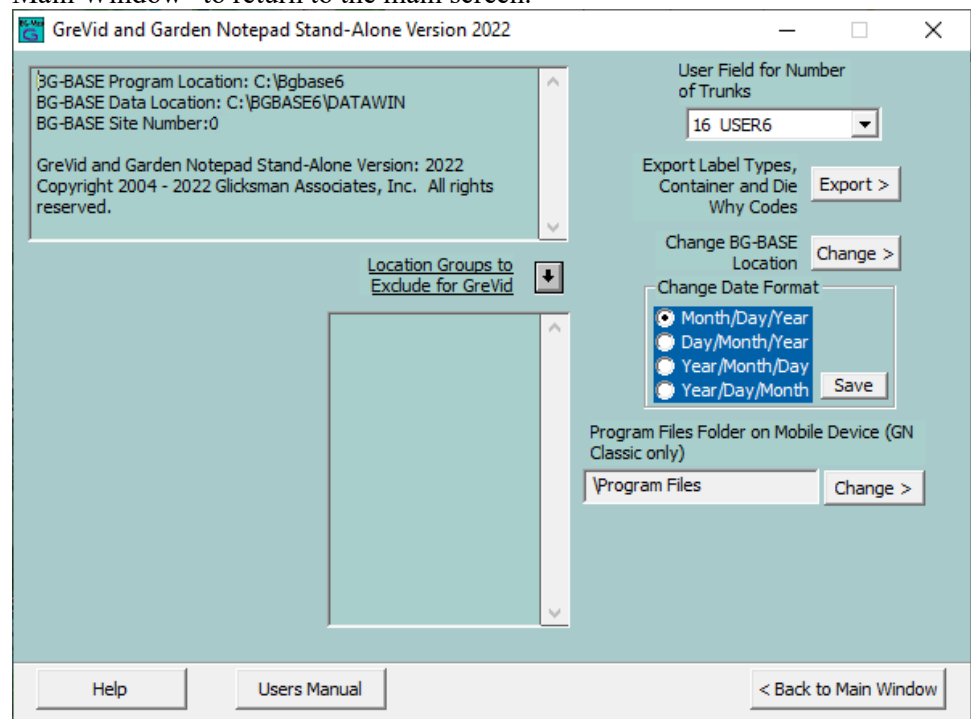In order for Garden Notepad to display the current *BG-BASE* codes for label types, containers and cause of death, you must export them, and then copy the exported data to your mobile device.

- ❖ **For GN Classic** - Connect the mobile device using Windows Mobile Device Center. Then, click "Export Label Types, Container and Die Why Codes, and choose "GN Classic."
- ❖ **For GN3** – Click "Export Label Types, Container and Die Why Codes" and choose "GN3, and choose GN3." Then, copy the C:\GN3\Lists folder on your computer to the C:\GN3 folder on the mobile device using a USB file transfer cable or a USB thumb drive.

For GN Classic - Changing the Mobile Device Program Files Folder

The Program Files folder on most Windows Mobile Devices is normally \Program Files. However on some devices, particularly those using languages other than English, the folder location may be different. This function allows you to set the location correctly. If this is not done, data will not be exported to the correct location on the device.

How to Determine the Correct Program Files Folder Location
Connect the mobile device using ActiveSync or Windows. In "My Computer", select "Mobile Device" and the "My Mobile Device." The Program Files folder name will be displayed. Enter it exactly as shown. Make sure to precede it with a backslash (\): Example: \Program Files

How to Change the Setting
Click "Program Files Folder on Mobile Device", and revise the location as needed.

Changing the *BG-BASE* Location

Click "Change BG-BASE Location" to change the location where GreVid and Garden Notepad Stand-Alone Version search for *BG-BASE* data. After you make a change, you must restart GreVid and Garden Notepad Stand-Alone Version.

Selecting the Date Format

This setting must match the date format of the mobile device that you use to gather data for Garden Notepad.

If it is not set correctly, dates will not be stored properly in BG-BASE.

Select one of the following:

- ❖ Month/Day/Year - example: 07/24/2006 or 07-24-2006
- ❖ Day/Month/Year - example: 24/7/2006 or 24-07-2006
- ❖ Year/Month/Day - example: 2006/7/24 or 2006-7-24
- ❖ Year/Day/Month - example: 2006/24/7 or 2006-24-07

Updating GreVid Data on the Mobile Device

Location Groups to Exclude for GreVid

You can exclude plants in certain *BG-BASE* Location Groups from the GreVid export in order to reduce the size of the export file. To exclude Locations Groups, click the browse button, and select the Location Groups to be Exclude for GreVid.

Exporting the Data

Click "Export Database" under either GreVid. This exports current data for all living plants from *BG-BASE* and BG-Map into a form that is usable by GreVid. This process may require several minutes. Once you have exported the data, you may copy it to one or more mobile devices.

Copying the Data to the Mobile Device

Connect the mobile device using Windows Mobile Device Center and click "Copy Database" under GreVid. data that was exported in the previous step will be copied to the mobile device. You may repeat this step to copy the same data to additional mobile devices without the need to export again.

Updating the GreVid Database on the Mobile Device
After you copy the data as described above, start GreVid on the mobile device. Click the "SOS" button", and then click "Update Database". The database will be updated with the exported data. This process may take several minutes.