

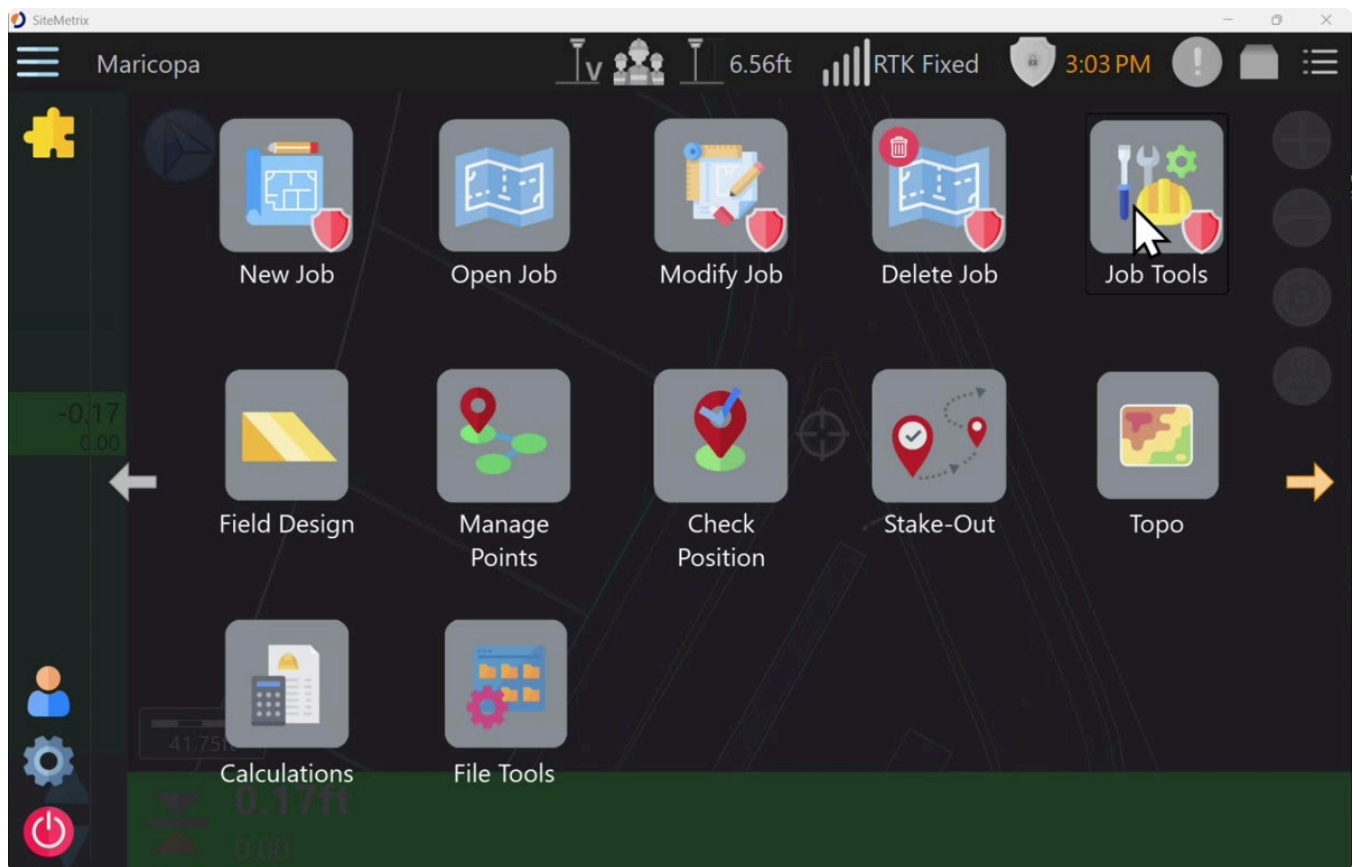
SMG + GM 3: Job Tools

Oct 20, 2026 • @Johan

Job Tools has five tools for the open job: Manage Layers, Export Job, Import LandXML, Copy Job and Rename Job. This guide follows the 5.5-minute training video "SMG + GM 3: Job Tools", using the Maricopa job. It also shows moving a job between SiteMetric Grade and GradeMetric on a USB drive.

Open Job Tools

Open the Main Menu and tap **Job Tools**. Tap **Close** when you are done.

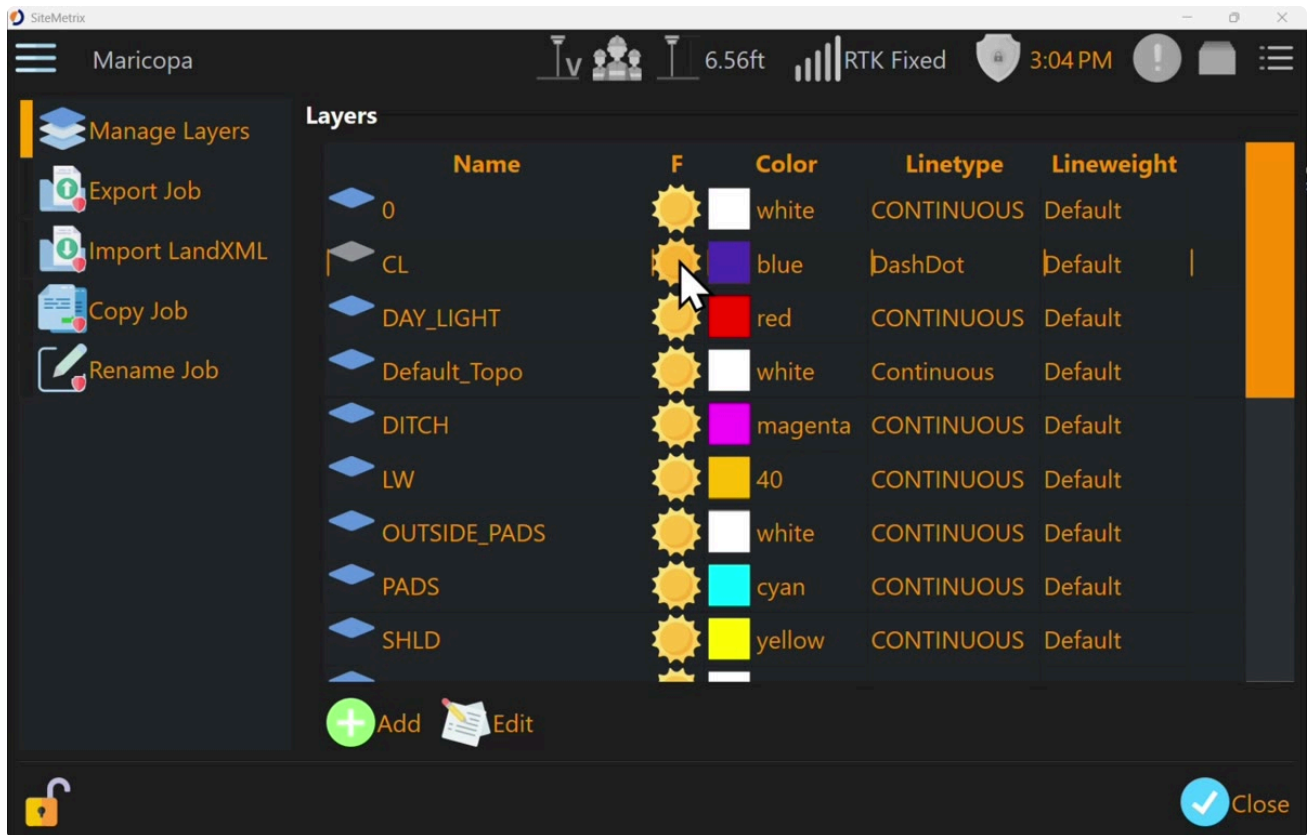


Manage Layers

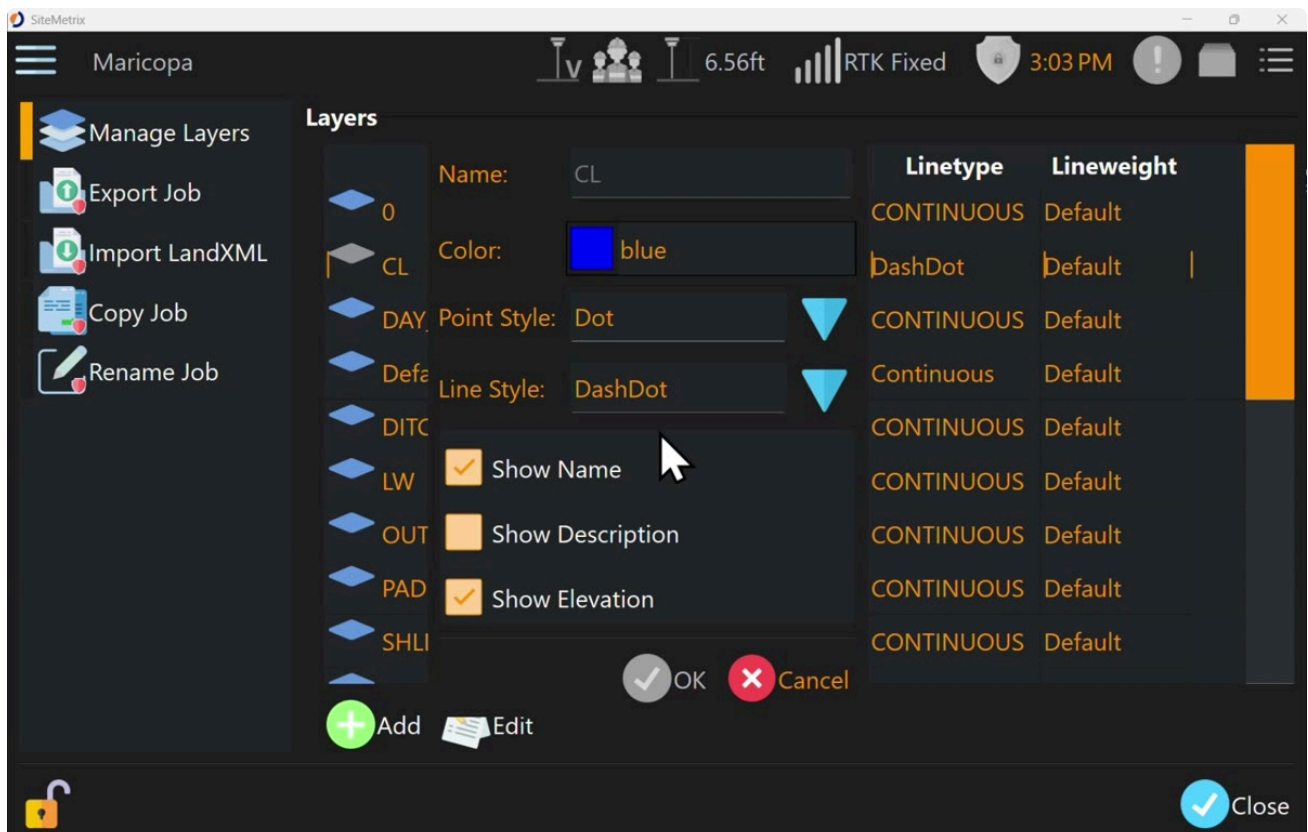
The list shows each layer of the job's linework with its visibility (F), color, linetype and lineweight.



- **Hide or show a layer:** tap its icon in the **F** column. A sun means shown; a snowflake means hidden. The video hides CL.



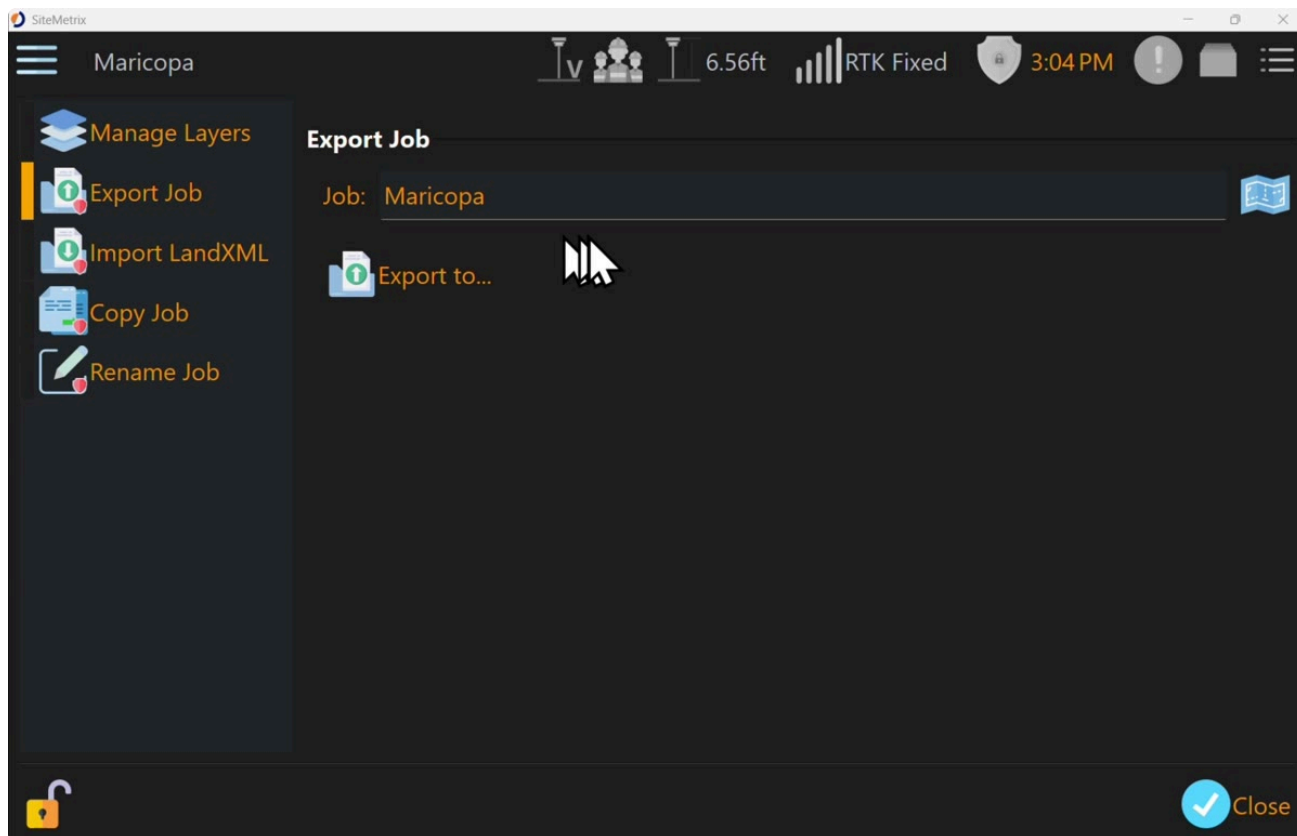
- **Edit a layer:** select it and tap **Edit**. Change the Color, Point Style and Line Style, and tick Show Name, Show Description or Show Elevation. Tap **OK**.



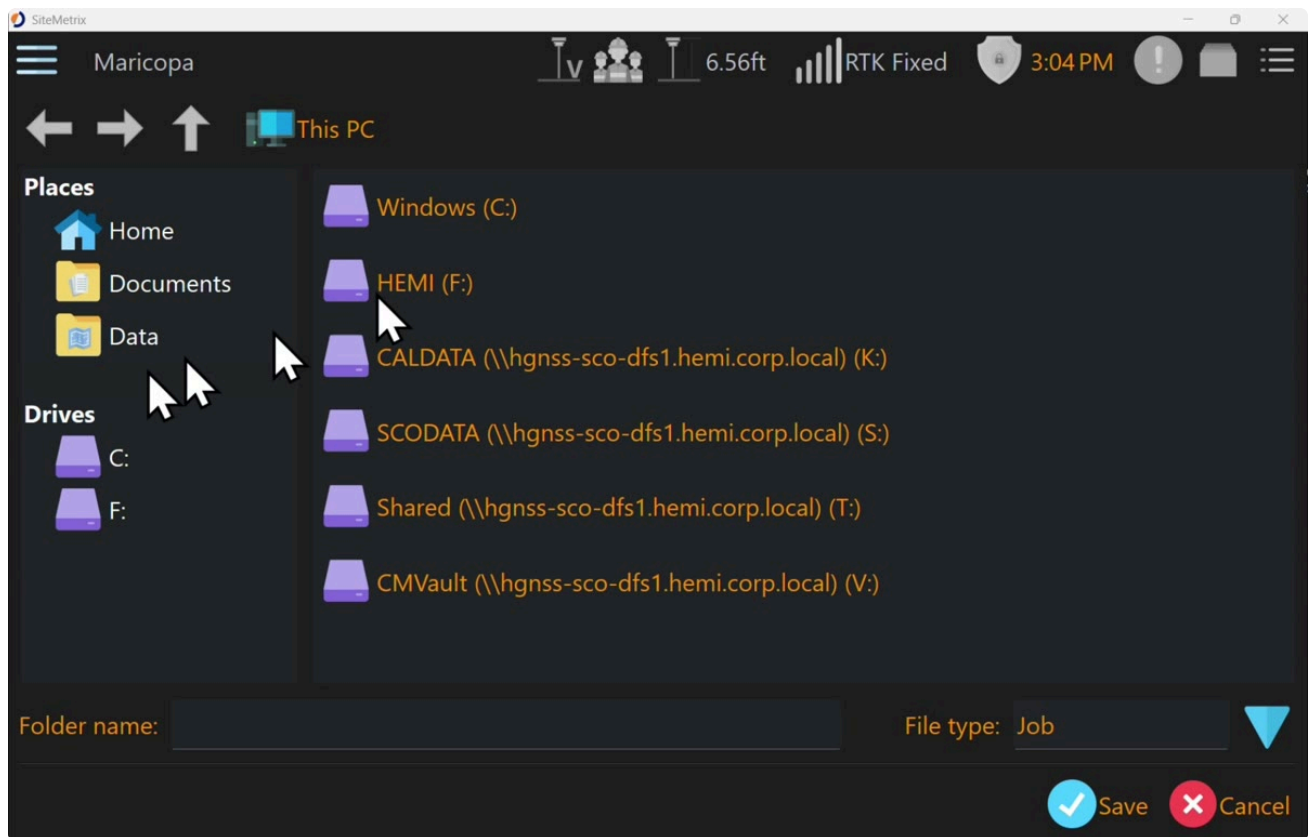
Export Job

Use this to copy a job onto a USB drive, for example to load it on another unit.

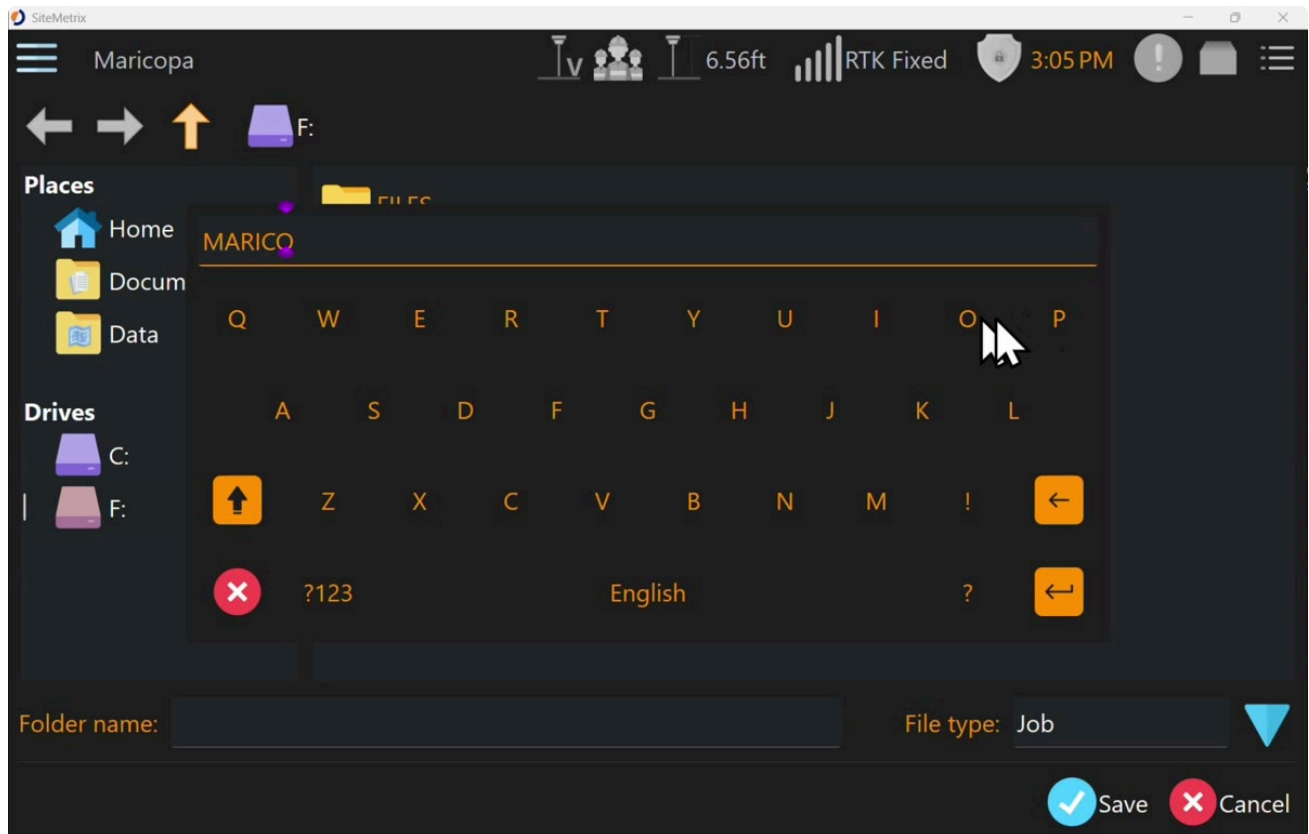
1. Tap **Export Job**. Check the **Job** field; tap the map icon to choose another.
2. Tap **Export to....**



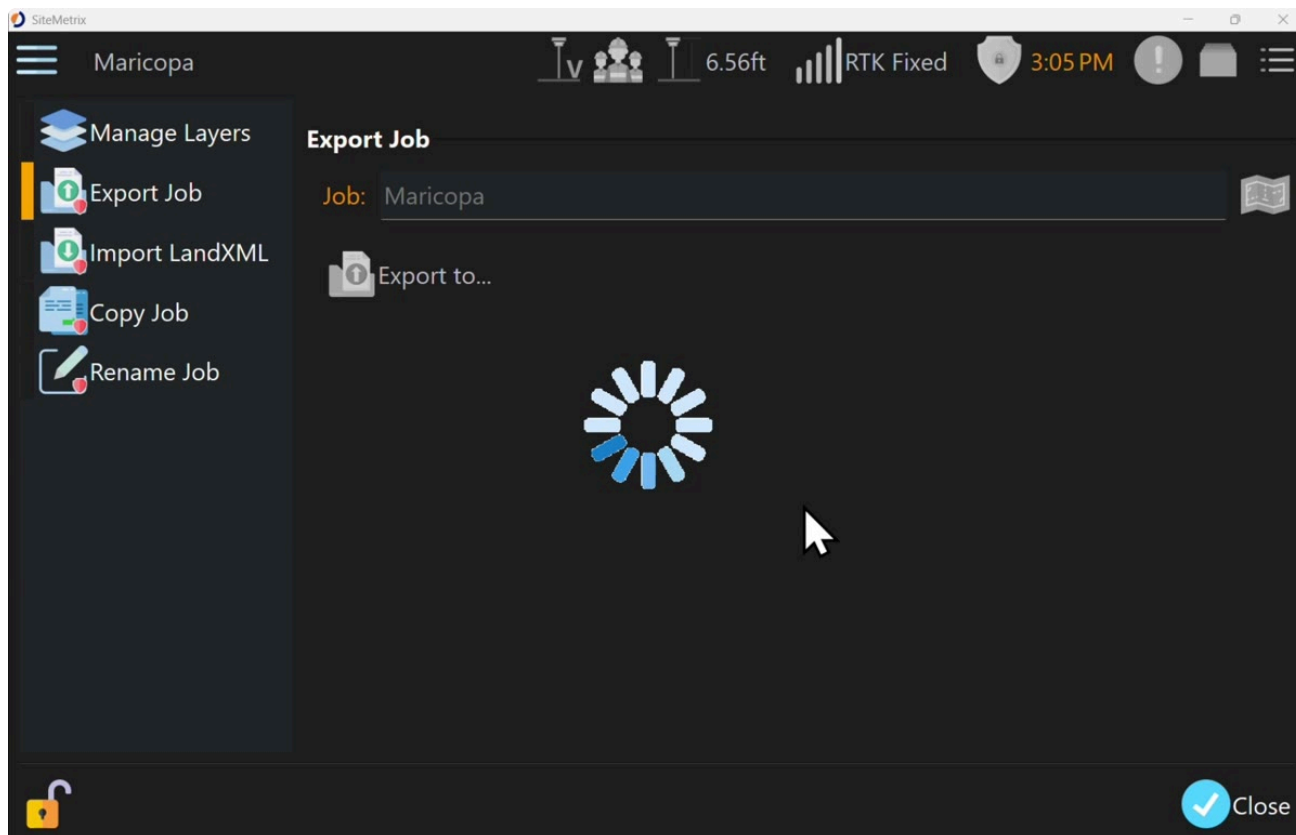
3. Pick the USB drive.



4. Type a **Folder name** (MARICOPA in the video) and tap **Save**.

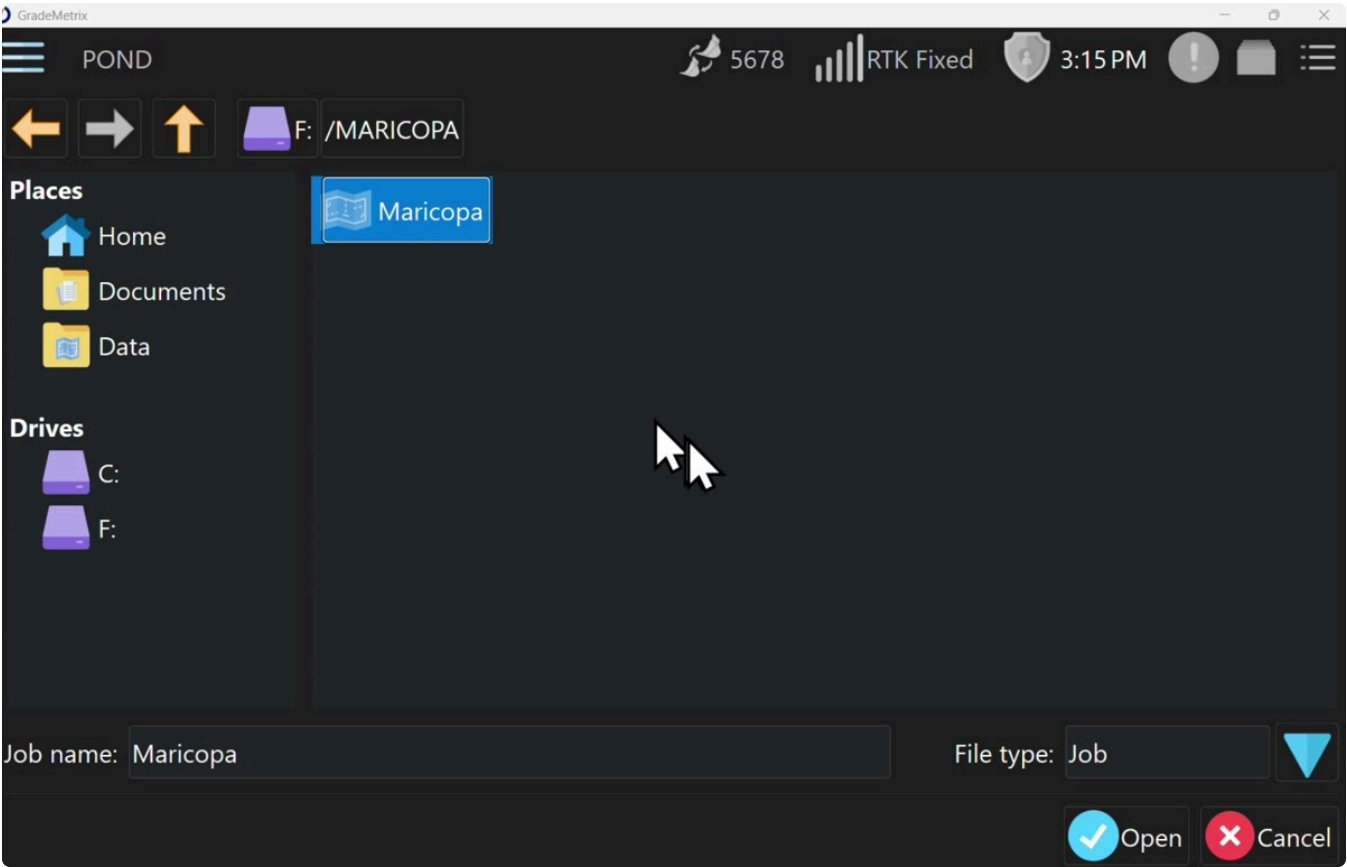
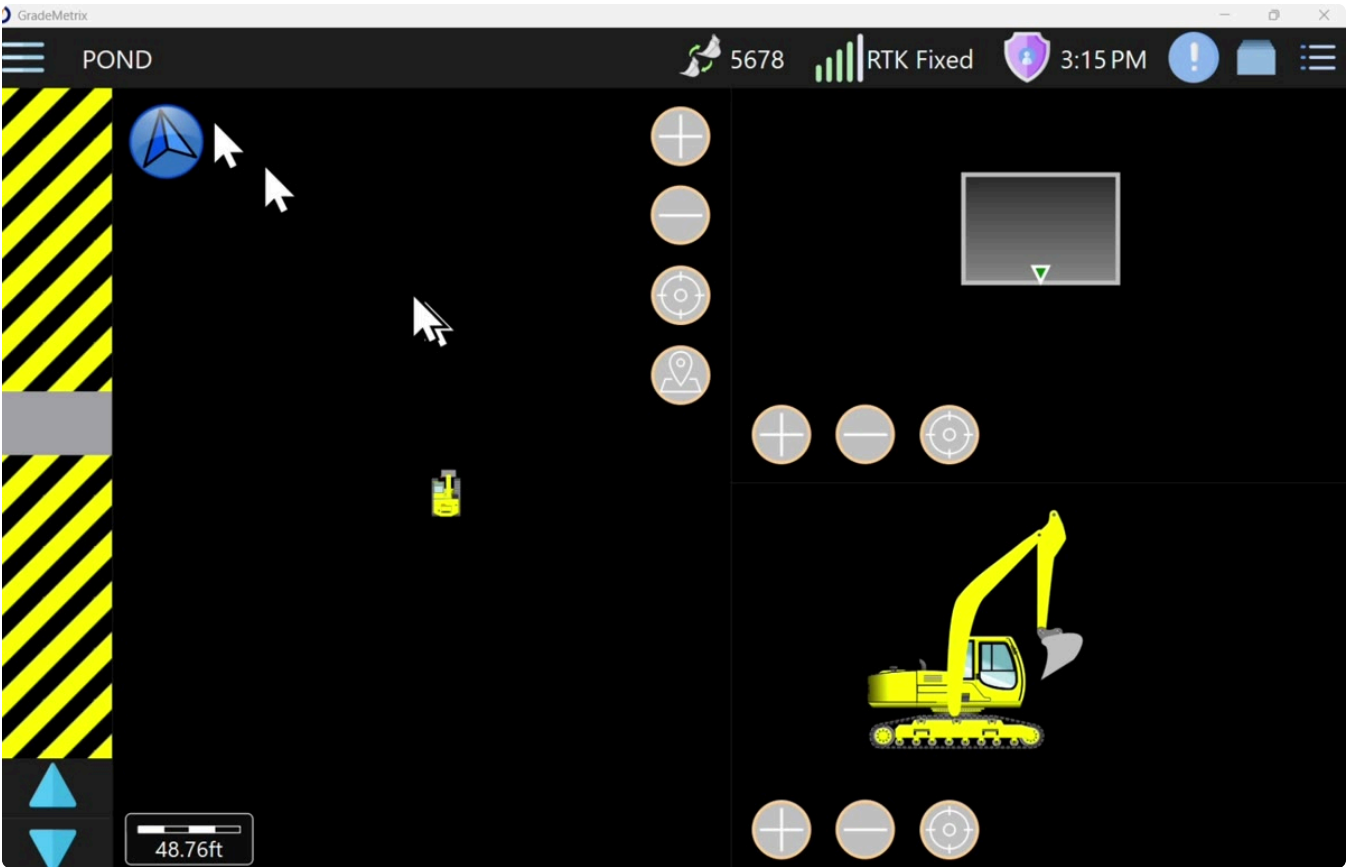


5. Wait for the spinner to finish.



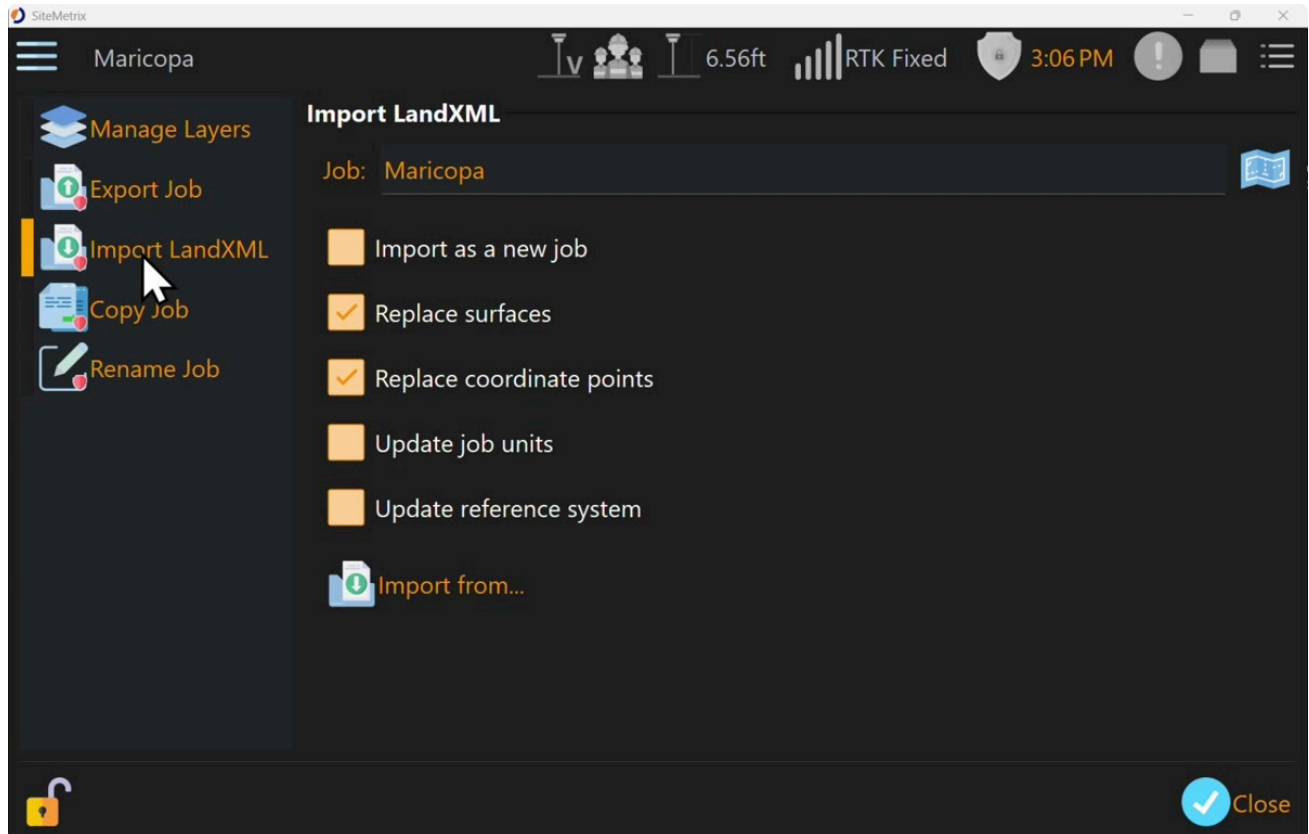
Load the exported job on another unit

The video then opens the exported job in the other application. Tap **Open Job**, pick the USB drive, open the exported folder, select the job and tap **Open**.

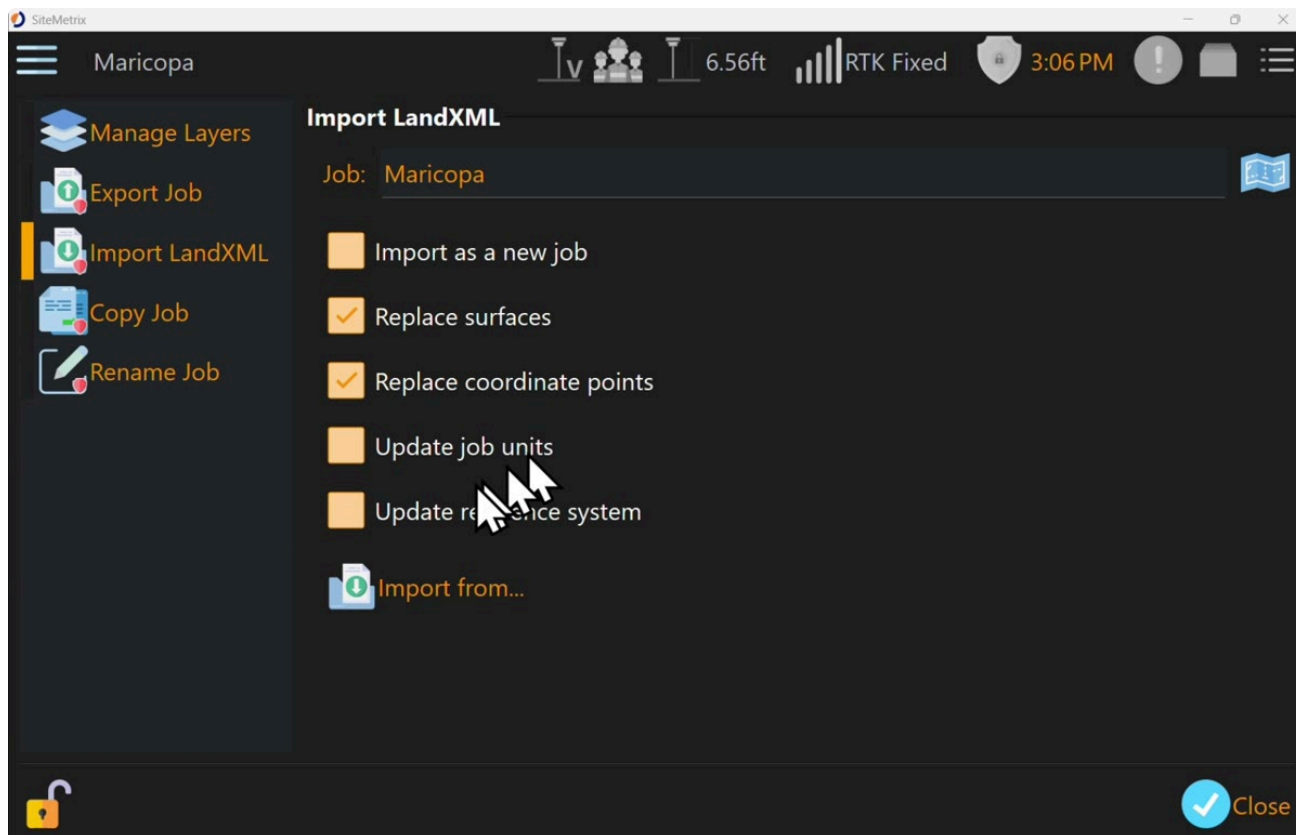


Import LandXML

1. Tap **Import LandXML** and check the **Job** field.
2. Tick the options you need. Replace surfaces and Replace coordinate points are ticked by default.

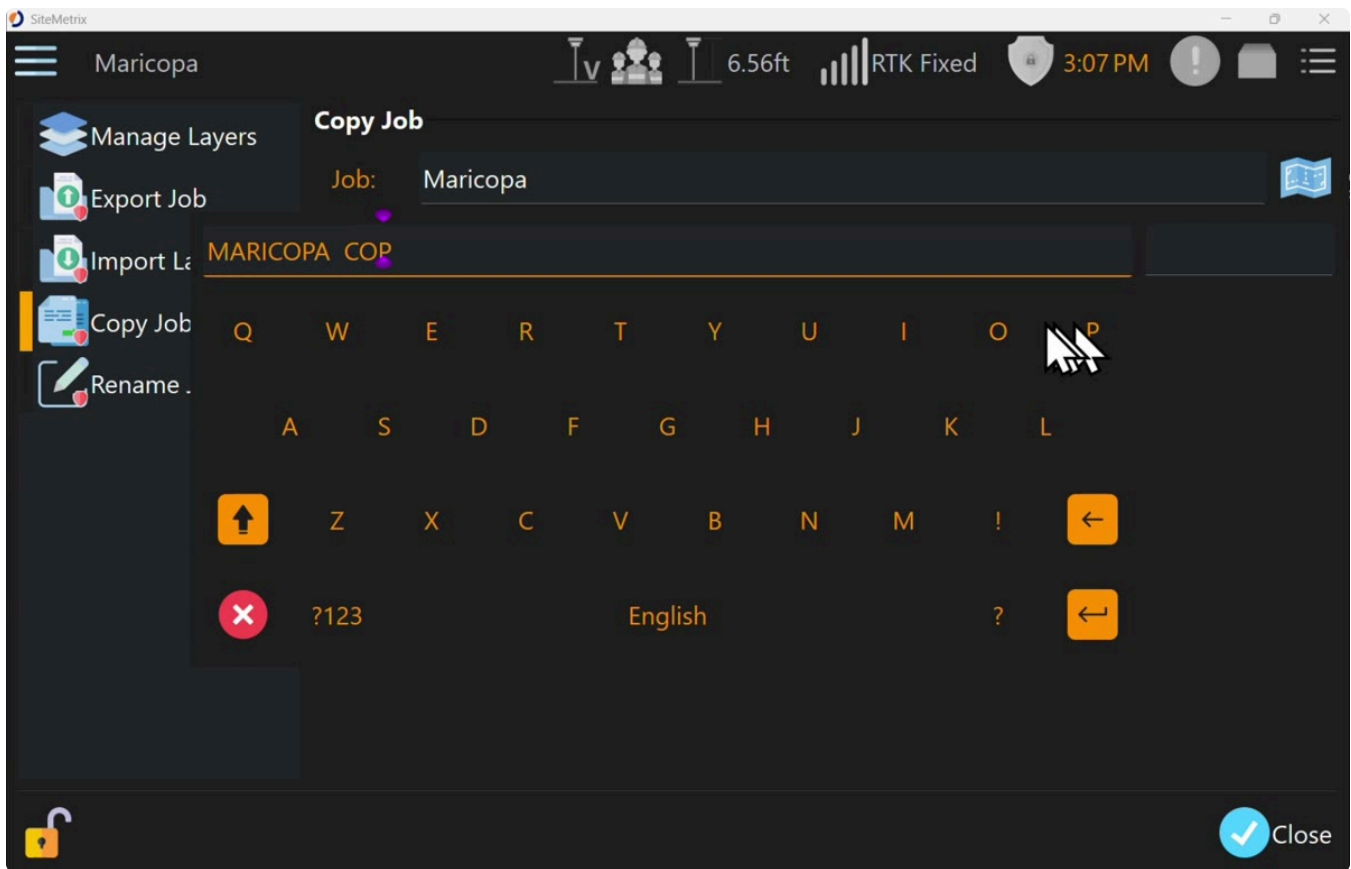


3. Tap **Import from...**, browse to the LandXML file and tap **Open**.



Copy Job

Tap **Copy Job**, choose the **Job**, enter a **Name** for the copy (MARICOPA COPY in the video), and tap **Copy**.



Rename Job

Tap **Rename Job**, choose the **Job**, enter the new **Name**, and tap **Rename**.

