GeoteknikPro

STUDIO — DATA REPORT

USER GUIDE

Soil and Foundation Investigation Data Report Module

Header · Borehole · Layers · Samples · SPT · Core · Laboratory · Pit / Geophysics · Site plan and geological section · Report formats · Export

Complies with the content of Annex EK-11 of the Communiqué (Official Gazette 09.03.2019/30709 bis)

Version 3.0.1

© 2026 Medra Mühendislik Ltd. Şti. — This guide was prepared by Medra Mühendislik Ltd. Şti., which reserves all rights. No part of the guide may be reproduced or distributed without written permission, nor quoted without acknowledgement of the source.

Contents

1. Introduction 6
1.1 Purpose of the module 6
1.2 Using this guide 6
1.3 Who it is for 6

2. Screen Layout 7
2.1 Main window 7
2.2 Tab badges and mandatory fields 7
2.3 Working on the borehole log 7
2.4 Menus 8

3. Before You Start: Settings 9
3.1 Settings › Data Report 9
3.2 Settings › Standing Parameters 10

4. Data Entry — Step by Step 12
4.1 Header 12
4.2 Add Borehole (wizard) 13
4.3 Borehole tab 14
4.4 Layers tab 14
4.5 SPT tab 16
4.6 Samples tab 16
4.7 Core / Downhole tab 17
4.8 Laboratory tab 18
4.9 Pit / Geophysics tab 20
4.10 Surroundings / Block tab 21
4.11 Photographs tab 22

5. Site Plan and Geological Section 23
5.1 Coordinate system and geometry input 23
5.2 Section lines 24
5.3 Manual adjustment 25
5.4 Layer style (appearance) 26
5.5 Topography and ground profile 26
5.6 Export (Site Plan tab) 27
5.7 Quick Section 27

6. Data Template (Excel / CSV) 29
6.1 Creating the data template 29
6.2 Import 29

7. Regulation Check 30

8. Generating the Report 31
8.1 Generate Report window 31
8.2 Default format 31
8.3 Text templates 31
8.4 Placeholder rules 33
8.5 Per-borehole tables 33

9. Export 34
9.1 Excel 34
9.2 Borehole log 34

© 2026 Medra Mühendislik Ltd. Şti. — This guide was prepared by Medra Mühendislik Ltd. Şti., which reserves all rights. No part of the guide may be reproduced or distributed without written permission, nor quoted without acknowledgement of the source.

9.3 Site plan and section outputs 34
10. Saving and Backup 35
11. Points to Watch 36

© 2026 Medra Mühendislik Ltd. Şti. — This guide was prepared by Medra Mühendislik Ltd. Şti., which reserves all rights. No part of the guide may be reproduced or distributed without written permission, nor quoted without acknowledgement of the source.

List of Figures

Figure 1. Data Report main window — Header tab. Borehole list and Regulation Check on the left, tabs in the middle, scaled EK-5 borehole log on the right 7

Figure 2. Data menu — commands for adding boreholes, Excel export/import, the data template, Quick Section and pulling data from GeoteknikRapor (Turkish interface shown) 8

Figure 3. Settings window — Data Report tab (Turkish interface shown) 9

Figure 4. Standing Parameters window — company, authors, drilling crew and rig, SPT equipment information 10

Figure 5. New Borehole window (Borehole Wizard) (partly Turkish interface shown) 13

Figure 6. Borehole tab — borehole header (left) and groundwater level (GWL) measurement log (right) 14

Figure 7. Layers tab — log layers of the selected borehole; the selected layer is marked with a blue frame in the log on the right 15

Figure 8. SPT tab — depth, 0–15 / 15–30 / 30–45 cm blow counts, N value and consistency / density term 16

Figure 9. Samples tab — type, depth, quality class and identifier (e.g. SK-1/UD-2) 17

Figure 10. Core / Downhole tab — core runs (TCR, SCR, RQD), core boxes, pressuremeter and other tests 18

Figure 11. Laboratory tab — summary values per sample (w, γ, G_s, e, consistency limits, sieve, USCS, chemical and strength parameters) 19

Figure 12. Pit / Geophysics tab — test pit header and layers, geophysical spreads and Table-12 layer results 20

Figure 13. Surroundings / Block tab — zoning block and parcel information, adjacent parcels, surrounding structures and photograph of the selected structure 21

Figure 14. Site Plan / Section tab — coordinate system, parcel corners, building footprint corners and borehole locations; site plan on the right 23

Figure 15. Geological section A-A’ (report page 2/4) — layers with EK-6 colours and patterns, borehole columns, SPT-N values and GWL 24

Figure 16. Geological section B-B’ (report page 3/4) — two-borehole section; if the building line crosses it, it is drawn with the excavation/basement and foundation base level 25

Figure 17. Quick Section window — borehole, layer and section line tables; live section preview on the right; export buttons at the bottom 28

© 2026 Medra Mühendislik Ltd. Şti. — This guide was prepared by Medra Mühendislik Ltd. Şti., which reserves all rights. No part of the guide may be reproduced or distributed without written permission, nor quoted without acknowledgement of the source.

List of Tables

Table 1. Main window areas 7
Table 2. Borehole log interactions 8
Table 3. Menu commands 8
Table 4. Data Report settings 9
Table 5. Standing Parameters groups 11
Table 6. Window buttons 11
Table 7. Grid shortcuts 12
Table 8. Header fields 12
Table 9. New Borehole fields 13
Table 10. Borehole tab fields 14
Table 11. Layers table columns 15
Table 12. SPT columns 16
Table 13. Sample columns 17
Table 14. Core / Downhole groups 18
Table 15. Pit / Geophysics groups 20
Table 16. Surroundings / Block fields 21
Table 17. Items shown in the section drawing 25
Table 18. Layer style options (per line) 26
Table 19. Site Plan tab export options 27
Table 20. Quick Section areas 28
Table 21. Import rules 29
Table 22. Check rules (summary) 30
Table 23. Generate Report window 31
Table 24. Placeholder types 33
Table 25. Common situations 36

© 2026 Medra Mühendislik Ltd. Şti. — This guide was prepared by Medra Mühendislik Ltd. Şti., which reserves all rights. No part of the guide may be reproduced or distributed without written permission, nor quoted without acknowledgement of the source.

1. Introduction

1.1 Purpose of the module

The Data Report module prepares the **Soil and Foundation Investigation Data Report** in accordance with the content of Annex EK-11 of the Communiqué of the Ministry of Environment, Urbanisation and Climate Change (Official Gazette 09.03.2019/30709 bis). Field and laboratory data are collected in a single project; from these data the program produces:

- EK-5 scaled borehole logs and EK-2 test pit logs,
- the EK-6 legend, EK-7 and EK-4 acceptance records, EK-10 sample labels,
- separate tables per borehole (layers, SPT, samples, core, laboratory, geophysics),
- the site plan, geological sections and a 3D fence diagram,
- the Communiqué compliance table (Regulation Check) and the report in Word or PDF format.

The report format is a **Word document**. The page layout and fixed texts are edited in Word; the project data are written in place of the placeholders (|…|) in the document.

1.2 Using this guide

The guide describes the screen layout of the module, the order of data entry, and the steps for producing drawings and the report. A field table is given for each tab; common mistakes and check rules are collected in separate chapters. Menu and tab names are given as they are written in the program, in **bold** type. Menu paths start from the Data Report menu (“Data › Create Data Template…”); report commands are in the Report / Drawing menu of the main band.

1.3 Who it is for

The module is for geological, geophysical and geotechnical engineers who report field and laboratory data in the Communiqué format. The data entered are engineering data under the user’s responsibility; missing information is stated in the report or the related sentence is omitted. The final check and signature of the report belong to the engineer concerned.

© 2026 Medra Mühendislik Ltd. Şti. — This guide was prepared by Medra Mühendislik Ltd. Şti., which reserves all rights. No part of the guide may be reproduced or distributed without written permission, nor quoted without acknowledgement of the source.

2. Screen Layout

2.1 Main window

The module opens inside the main program from the **Data Report** main tab. The window consists of three areas (Figure 1).

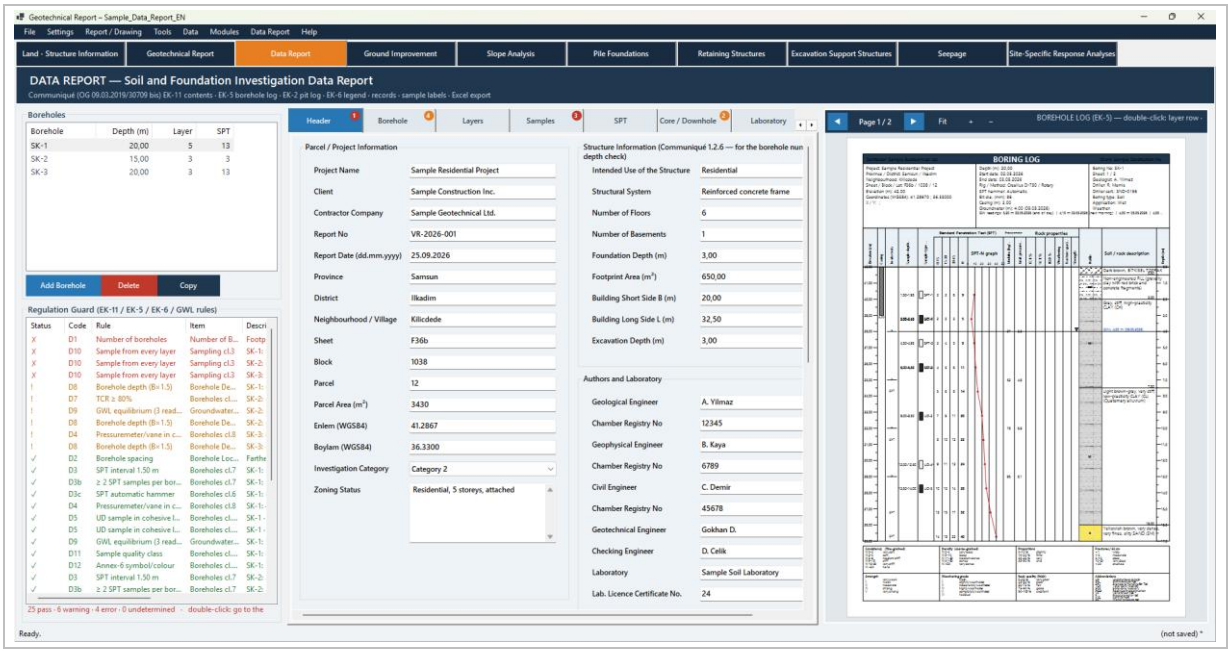


Figure 1. Data Report main window — Header tab. Borehole list and Regulation Check on the left, tabs in the middle, scaled EK-5 borehole log on the right

Table 1. Main window areas

Area	Content
Left — Boreholes	Borehole list (name, depth, number of layers, number of SPTs); **Add Borehole**, **Delete**, **Duplicate** buttons.
Bottom left — Regulation Check	Automatic check list according to the EK-11 / EK-5 / EK-6 / GWL rules (Status, Code, Rule, Article, Explanation). Double-clicking a finding opens the related tab.
Middle — Tabs	Header · Borehole · Layers · Samples · SPT · Core / Downhole · Laboratory · Pit / Geophysics · Site Plan / Section · Surroundings / Block · Photographs.
Right — Borehole Log	Scaled EK-5 log of the selected borehole; page navigation (◀ ▶), **Fit**, zoom (+ / −).
Bottom bar	Status line.

2.2 Tab badges and mandatory fields

- **Badges:** the number of Regulation Check ERRORS (red) and WARNINGS (orange) appears in the corner of the related tab.
- **Mandatory fields:** on the Header and Borehole tabs, if a field that is mandatory in the record is empty, the cell background is light yellow.
- **Unreadable number:** a cell that cannot be read as a number stays red; the value is shown as it is, without being converted to zero.

2.3 Working on the borehole log

The log on the right is updated immediately with the data entered. The following can be done on the log:

© 2026 Medra Mühendislik Ltd. Şti. — This guide was prepared by Medra Mühendislik Ltd. Şti., which reserves all rights. No part of the guide may be reproduced or distributed without written permission, nor quoted without acknowledgement of the source.

Table 2. Borehole log interactions

Action	Result
Ctrl + wheel	Zooms the log in / out; dragging scrolls it.
Moving the pointer	A tooltip shows the layer, SPT result, sample and core information at that depth.
Double-click	The layer row at that depth is selected on the Layers tab.
Right-click	Add an SPT row at this depth · Add a UD sample at this depth (0.50 m) · Split the layer in two at this depth · Go to the layer row.
Layer selection	The layer selected on the Layers tab is highlighted in the log with a blue frame.

2.4 Menus

The single shared band of the main program is at the top. While the Data Report tab is open, the **Data Report** menu appears in the band; the Edit, Data, Borehole Log and Settings commands are under this menu. Report commands are under **Report / Drawing › Data Report**. The help commands of the program are in the Help menu of the band. The project is saved and opened from the main program's **File** menu (Chapter 10). The **Data** menu is shown in Figure 2.

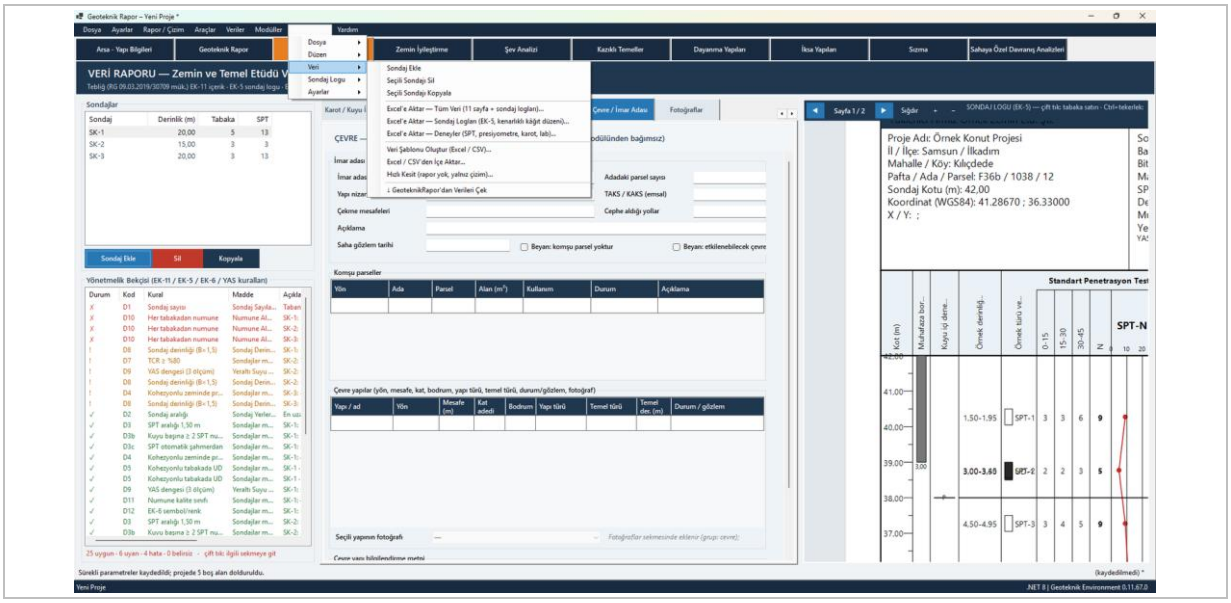


Figure 2. Data menu — commands for adding boreholes, Excel export/import, the data template, Quick Section and pulling data from GeoteknikRapor (Turkish interface shown)

Table 3. Menu commands

Menu	Commands
New Project / File	New Project (this module only) · File › Open Sample Project (3 boreholes, TP-1, GS-1).
Edit	Undo · Redo (40 steps).
Data	Add Borehole · Delete Selected Borehole · Duplicate Selected Borehole · Export to Excel (All Data / Borehole Logs / Tests) · Create Data Template (Excel / CSV)… · Import from Excel / CSV… · Quick Section (no report, drawings only)… · ↓ Pull Data from GeoteknikRapor.
Borehole Log	Save Selected Log as DXF… · Save Selected Log as PNG (300 dpi)… · EK-5 Table Mode (0.50 m rows instead of the scaled graphic).
Report / Drawing › Data Report	Generate Report (choose format → Word / PDF)… · Geophysics Report (3.1 Geophysical Studies → Word / PDF)… · Placeholder List (Word)… · Template Check (placeholder check)… · Open Report Formats Folder.
Settings	Settings (code, log scale, SPT standard, template)… · Standing Parameters (company, authors, driller, rig, SPT equipment)… · Türkçe / English.

© 2026 Medra Mühendislik Ltd. Şti. — This guide was prepared by Medra Mühendislik Ltd. Şti., which reserves all rights. No part of the guide may be reproduced or distributed without written permission, nor quoted without acknowledgement of the source.

3. Before You Start: Settings

Two settings windows should be reviewed before moving on to data entry. These settings are made once; they are used automatically in later projects.

3.1 Settings › Data Report

The **Settings** command in the top band opens the single Settings window; the **Data Report** tab is selected in the window (Figure 3). The settings of each module are on their own tab in this window.

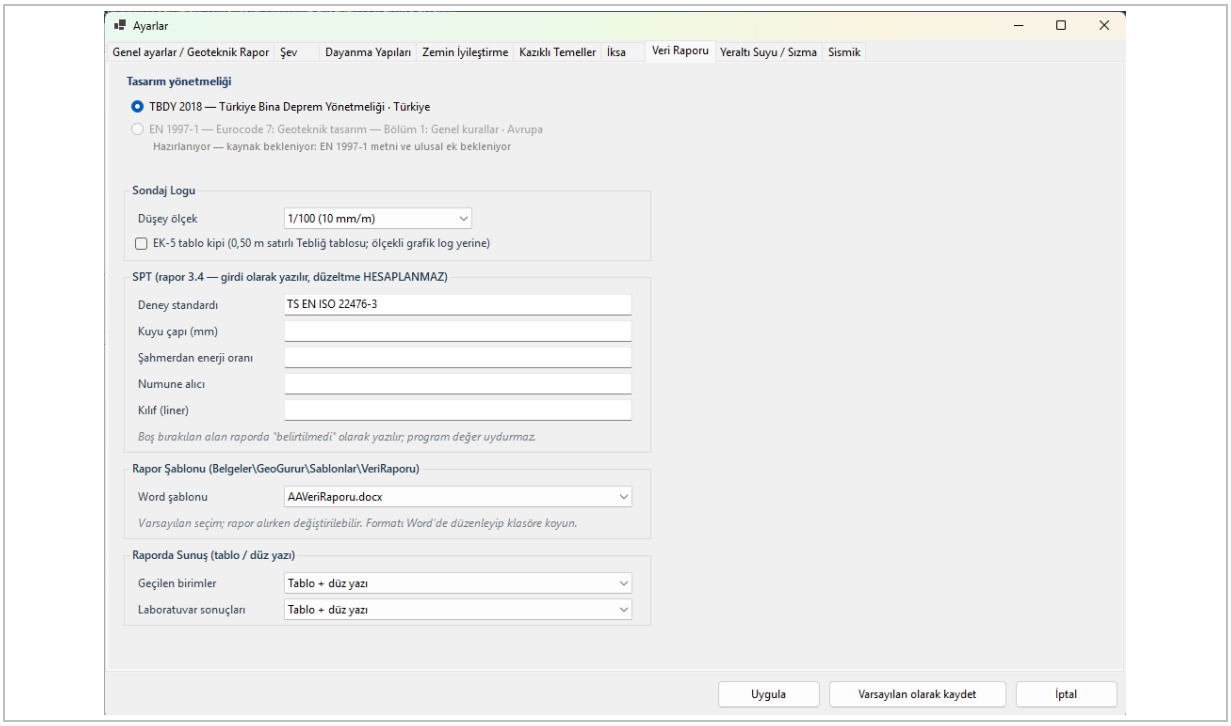


Figure 3. Settings window — Data Report tab (Turkish interface shown)

Table 4. Data Report settings

Group / Field	Description
Design code	TBDY 2018 — Turkish Building Earthquake Code is selected. The EN 1997-1 (Eurocode 7) option is not yet available in this version. The selected code is written in the report as a reference; it is a shared record, common to the other modules.
Borehole Log › Vertical scale	1/50 · 1/100 · 1/200 (mm/m). Sets the vertical scale of the log drawing.
Borehole Log › EK-5 table mode	If ticked, the log is produced as the Communiqué's table with 0.50 m rows instead of a scaled graphic.
SPT	Test standard (e.g. TS EN ISO 22476-3), borehole diameter, hammer energy ratio, sampler, liner. The values entered are written in the report as they are. A field left empty is written in the report as "not specified".
Report Template	Default Word template (e.g. AAVeriRaporu.docx). It can be changed when generating the report. Templates are in the %LocalAppData%\GeoteknikPro Studio\Sablonlar\VeriRaporu folder. The program does not write to the Documents folder by itself.
Presentation in the report	Whether the units encountered and the laboratory results are presented in the report as **table + prose**, table only or prose only.

Apply makes the setting valid for this session, **Save as default** for subsequent sessions.

© 2026 Medra Mühendislik Ltd. Şti. — This guide was prepared by Medra Mühendislik Ltd. Şti., which reserves all rights. No part of the guide may be reproduced or distributed without written permission, nor quoted without acknowledgement of the source.

3.2 Settings › Standing Parameters

Information that stays the same in every project (company, authors, driller, rig, SPT equipment) is written once and applied to all projects. The window is opened with the **Data Report › Settings › Standing Parameters…** command (Figure 4).

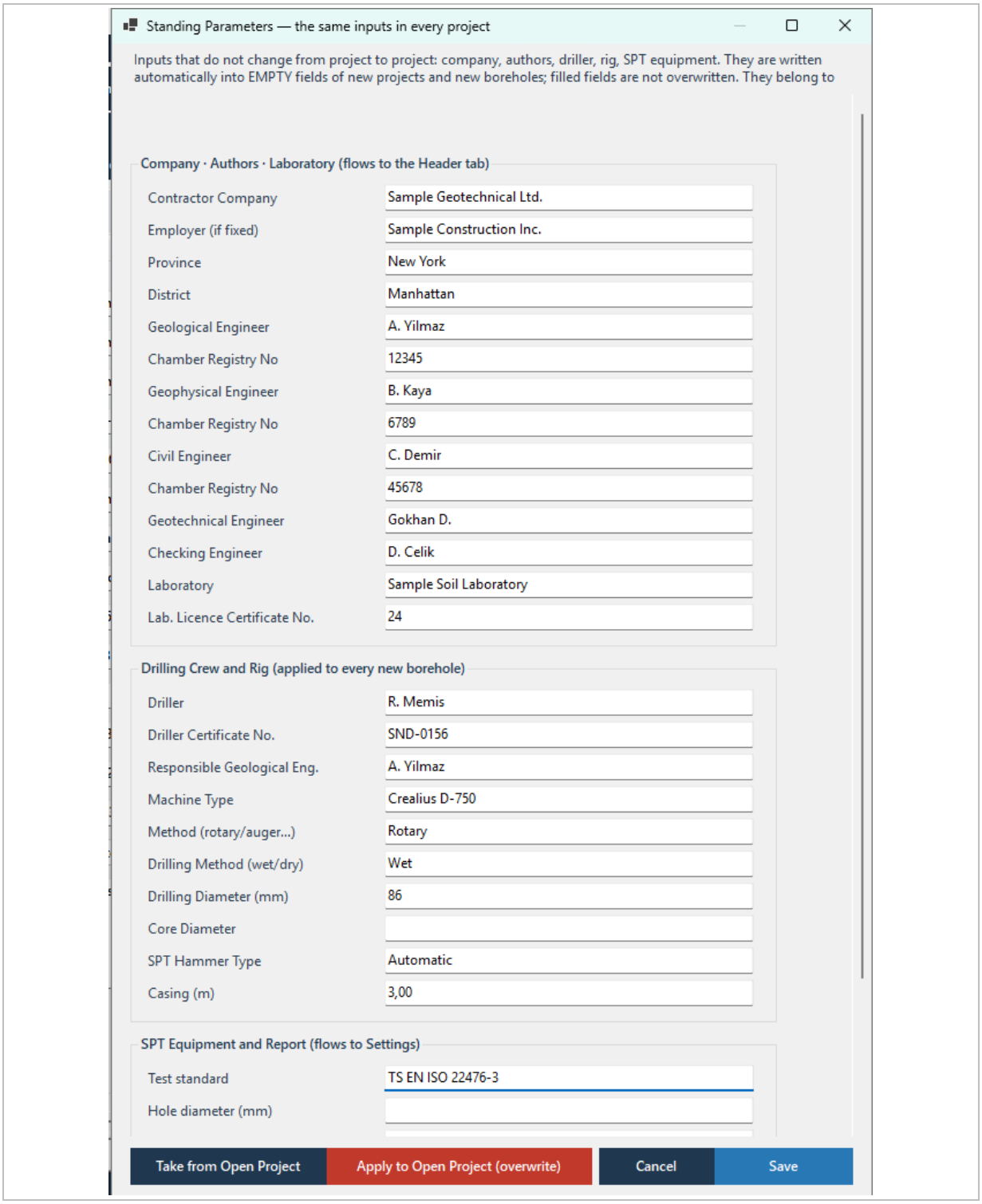


Figure 4. Standing Parameters window — company, authors, drilling crew and rig, SPT equipment information

© 2026 Medra Mühendislik Ltd. Şti. — This guide was prepared by Medra Mühendislik Ltd. Şti., which reserves all rights. No part of the guide may be reproduced or distributed without written permission, nor quoted without acknowledgement of the source.

Table 5. Standing Parameters groups

Group	Fields
Company · Authors · Laboratory (goes to the Header)	Contractor company, employer (if fixed), province, district, geological engineer and chamber registry no., geophysical engineer and chamber registry no., civil engineer, geotechnical engineer, supervising engineer, laboratory name and licence certificate no.
Drilling Crew and Rig (goes to every borehole)	Driller, driller certificate no., responsible geological engineer, rig type, method (rotary/auger…), drilling method (wet/dry), drilling diameter, core diameter, SPT hammer type, casing.
SPT Equipment (goes to Settings)	Test standard, borehole diameter, energy ratio, sampler, liner.

Table 6. Window buttons

Button	Function
Save	Writes the values to the user's %LocalAppData%\GeoteknikPro Studio\Ayarlar\VeriRaporu_SurekliParametreler.json file; they are not stored in the main project file.
Take from Open Project	Copies the values in the open project and the selected borehole into the boxes; filling them once and pressing Save is enough.
Apply to Open Project (overwrite)	Overwrites every field that has a standing value in the open project and in **all boreholes**. The operation can be reversed with Undo.
Cancel	Closes without saving the changes.

Filling rule: when a new project or a new borehole is opened, only **empty** fields are filled with the standing values; a filled field is not overwritten. The hammer type starts empty: the Communiqué requires an automatic hammer, and if no type is written the Regulation Check rule D3c gives an error.

© 2026 Medra Mühendislik Ltd. Şti. — This guide was prepared by Medra Mühendislik Ltd. Şti., which reserves all rights. No part of the guide may be reproduced or distributed without written permission, nor quoted without acknowledgement of the source.

4. Data Entry — Step by Step

Recommended order: Header → Add Borehole → Borehole → Layers → SPT → Samples → Core / Downhole → Laboratory → Pit / Geophysics → Site Plan / Section → Surroundings / Block → Photographs. The following common shortcuts work in every grid:

Table 7. Grid shortcuts

Shortcut	Function
Ctrl + V	Paste from Excel, starting from the selected cell. A comma or a point as the decimal separator makes no difference.
Ctrl + C	Copies the selected cells.
Delete	Clears the content of the selected cell.
Enter / Tab	Moves to the next cell.

4.1 Header

The Header tab carries the general information of the project (Figure 1). It is laid out in three columns.

Table 8. Header fields

Group	Fields and description
Main / Project Information	Project name, employer, contractor company, report no., report date (dd.mm.yyyy), province, district, neighbourhood / village, map sheet, block, parcel, parcel area (m^2), latitude and longitude (WGS84), investigation category, zoning status.
Structure Information (Communiqué 1.2.6)	Intended use of the structure, structural system, number of storeys, number of basements, foundation depth, footprint area, building short side B, long side L, structure depth. The short side B is used in the borehole depth check (D8).
Authors and Laboratory	Geological, geophysical, civil, geotechnical and supervising engineers; chamber registry numbers; laboratory name and laboratory licence certificate no.

There are three additional sections on the right-hand side of the Header tab:

- **Suitability for settlement according to zoning:** UA / ÖA / AJE / UOA selection (Turkish settlement-suitability classes), types of measures (liquefaction, flooding, etc.), plan note and the **±0.00 level** (relative to sea level). If ±0.00 is entered, the collar elevation in Table-1 is written with two values, “relative / absolute”.
- **Earthquake (AFAD TDTH):** S_S, S_1, PGA, PGV for DD-1 … DD-4. If the site class is left empty, it is found from the smallest V_{s30} value in the geophysics data. The S_{DS}, S_{D1}, T_A, T_B values are calculated by linear interpolation according to TBDY 2018 Tables 2.1 / 2.2 and appear in the report as Table-15. No values are given for site class ZF (a site-specific analysis is required).
- **Project-specific texts:** sections for which the program has no template (geomorphology, climate, hazards, regional geology, tectonics, geological section). If left empty, a reminder in square brackets appears in the report; the text can also be filled in in Word.

© 2026 Medra Mühendislik Ltd. Şti. — This guide was prepared by Medra Mühendislik Ltd. Şti., which reserves all rights. No part of the guide may be reproduced or distributed without written permission, nor quoted without acknowledgement of the source.

4.2 Add Borehole (wizard)

Add Borehole button or the **Data › Add Borehole** command opens the **New Borehole** window (Figure 5).

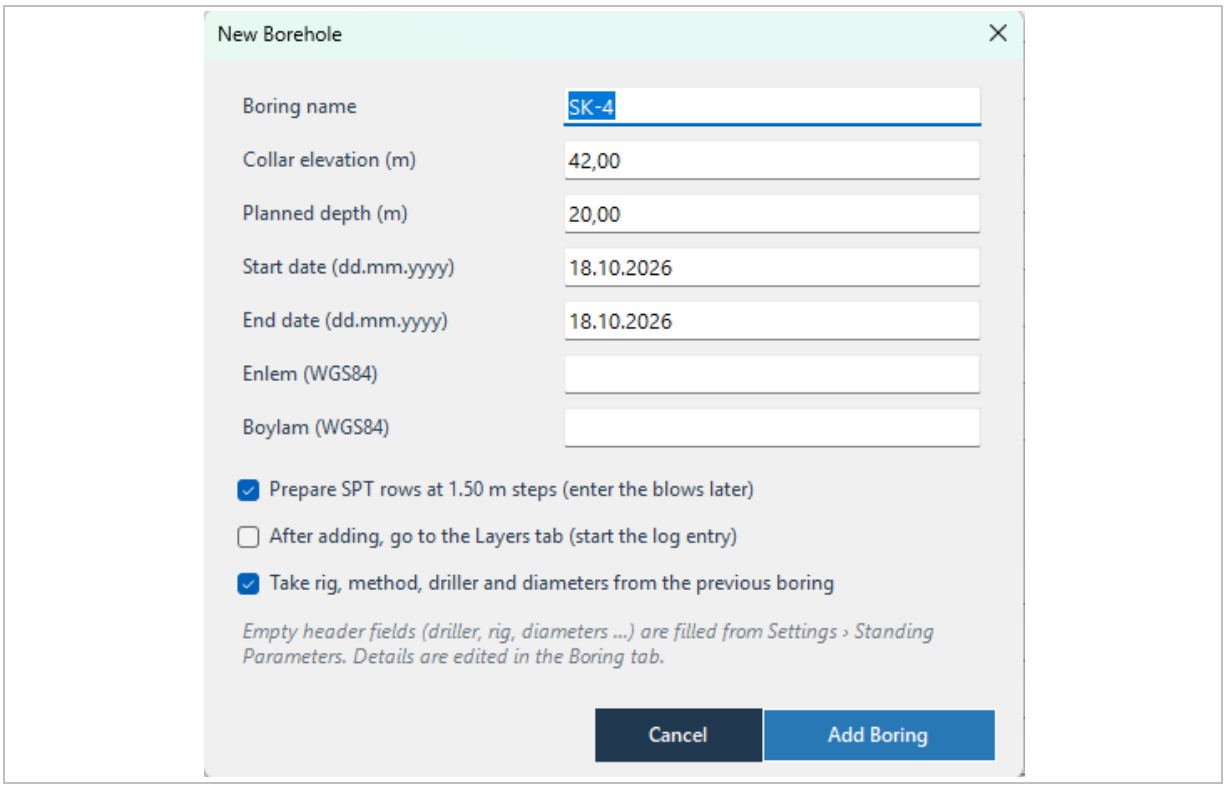


Figure 5. New Borehole window (Borehole Wizard) (partly Turkish interface shown)

Table 9. New Borehole fields

Field	Description
Boring name	The program proposes the next name in sequence (e.g. SK-4). The same name cannot be used twice.
Collar elevation (m)	Elevation of the borehole collar; the reference for the sections and the log.
Planned depth (m)	The log is initially drawn to this depth; it can be changed later on the Borehole tab.
Start / End date	In dd.mm.yyyy format. The dates are used in the GWL measurement log check.
Latitude / Longitude (WGS84)	Optional; used for the borehole location on the site plan (if no TM3 coordinate has been written).
Prepare SPT rows at 1.50 m steps	If ticked, empty rows at 1.50 m intervals are opened on the SPT tab; the blow counts are entered later.
Go to the Layers tab after adding	After the borehole is added, layer entry starts directly.
Take rig, method, driller and diameters from the previous borehole	If ticked, this information is copied from the previous borehole; fields left empty are filled from the Standing Parameters.

© 2026 Medra Mühendislik Ltd. Şti. — This guide was prepared by Medra Mühendislik Ltd. Şti., which reserves all rights. No part of the guide may be reproduced or distributed without written permission, nor quoted without acknowledgement of the source.

4.3 Borehole tab

The Borehole tab contains the header of the selected borehole (EK-3 / EK-4 record information) and the GWL measurement log (Figure 6).

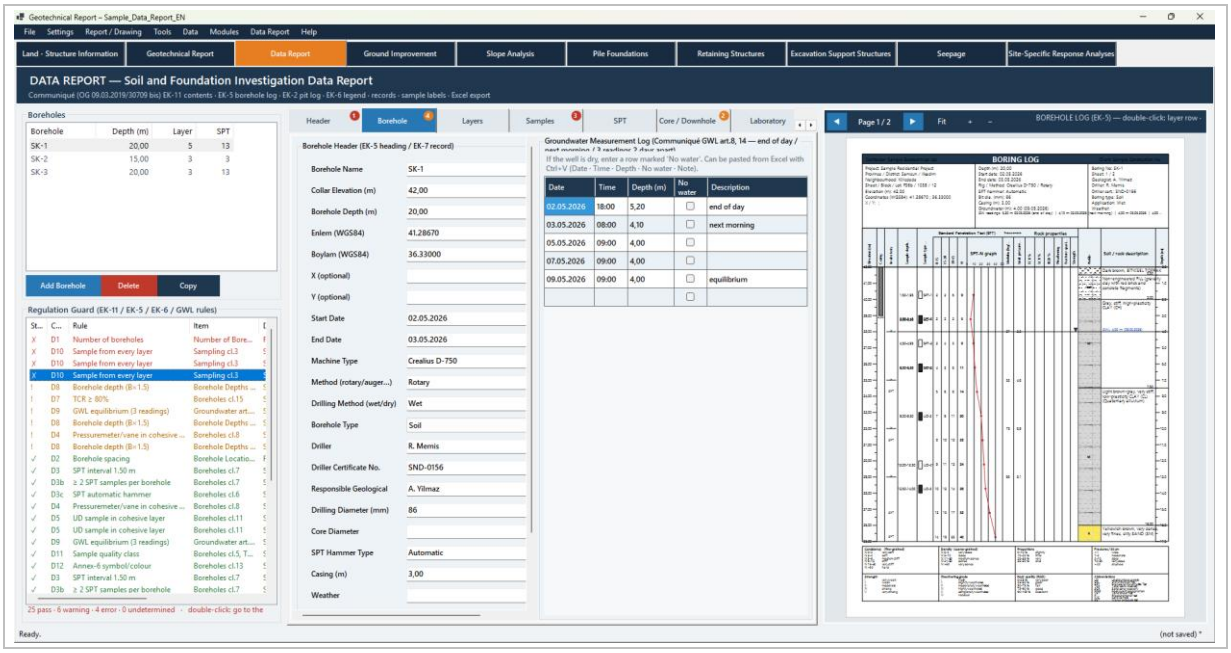


Figure 6. Borehole tab — borehole header (left) and groundwater level (GWL) measurement log (right)

Table 10. Borehole tab fields

Field	Description
Borehole name, collar elevation, borehole depth	Basic information. The depth determines the total length of the log.
Latitude / Longitude (WGS84), X / Y (horizontal)	Location. If TM3 Y/X is written it is used; if empty, the latitude/longitude is converted to TM3.
Start / End date	Dates of the drilling work.
Rig type, method, drilling method, borehole type	E.g. Rotary / Wet; description of the drilling rig and method.
Driller, driller certificate no., responsible geological engineer	Record information.
Drilling diameter, core diameter (mm)	Borehole and core diameters.
SPT hammer type, casing	If the hammer type is left empty, the Check rule D3c gives an error. The casing depth is written in m.
GWL measurement log	Date, time, depth (m), a “No water” flag and a remark. For a dry hole a “No water” row is entered. According to the Communiqué, 3 readings at least 2 days apart are recommended for GWL measurement and the equilibrium check (D9).

> Fields with a yellow background are fields that are mandatory in the record but have not yet been filled in. Fields that have a value in the Standing Parameters are filled automatically in a new borehole.

4.4 Layers tab

The layer sequence of the selected borehole is defined on the Layers tab (Figure 7). The selected layer is highlighted in the log with a blue frame.

© 2026 Medra Mühendislik Ltd. Şti. — This guide was prepared by Medra Mühendislik Ltd. Şti., which reserves all rights. No part of the guide may be reproduced or distributed without written permission, nor quoted without acknowledgement of the source.

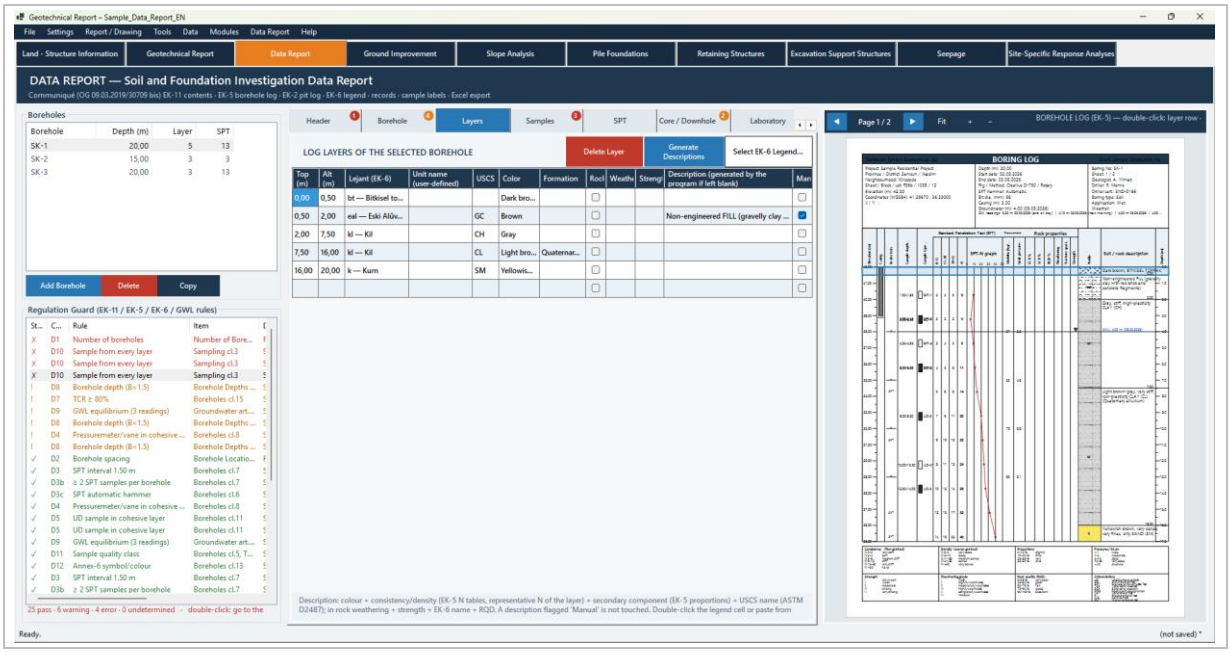


Figure 7. Layers tab — log layers of the selected borehole; the selected layer is marked with a blue frame in the log on the right

Table 11. Layers table columns

Column	Description
Top / Bottom (m)	Layer depth range. The bottom depth of one layer is the top depth of the next.
Legend (EK-6)	EK-6 symbol code (e.g. kl, k, s, kçt). Double-clicking the cell opens the legend selection window. The code sets the hatch pattern and colour in the log.
Unit name (user-defined)	If filled, it is written instead of the EK-6 name in the report, the log and the legend (e.g. “Ankara Clay”, “Fill”). It is also used to match the same units in neighbouring boreholes in the sections.
USCS	Unified soil classification symbol (CH, SM, GC…).
Colour	Layer colour (used in the description text).
Rock fields	Weathering grade and strength class for rock units; RQD comes from the core tab.
Description	Description according to the EK-5 vocabulary. The **Generate Descriptions** button writes it from colour + consistency/density + secondary component + USCS name (for rock: weathering + strength + RQD). A description written by hand is marked “Manual” and preserved.

Buttons: **Delete Layer**, **Generate Descriptions**, **Select EK-6 Legend**. Below, there is a short note on the EK-6 legend codes and the use of the table.

© 2026 Medra Mühendislik Ltd. Şti. — This guide was prepared by Medra Mühendislik Ltd. Şti., which reserves all rights. No part of the guide may be reproduced or distributed without written permission, nor quoted without acknowledgement of the source.

4.5 SPT tab

Standard Penetration Test (TS EN ISO 22476-3) results are entered on the SPT tab (Figure 8). The **Generate Rows at 1.50 m Steps** button prepares empty rows.

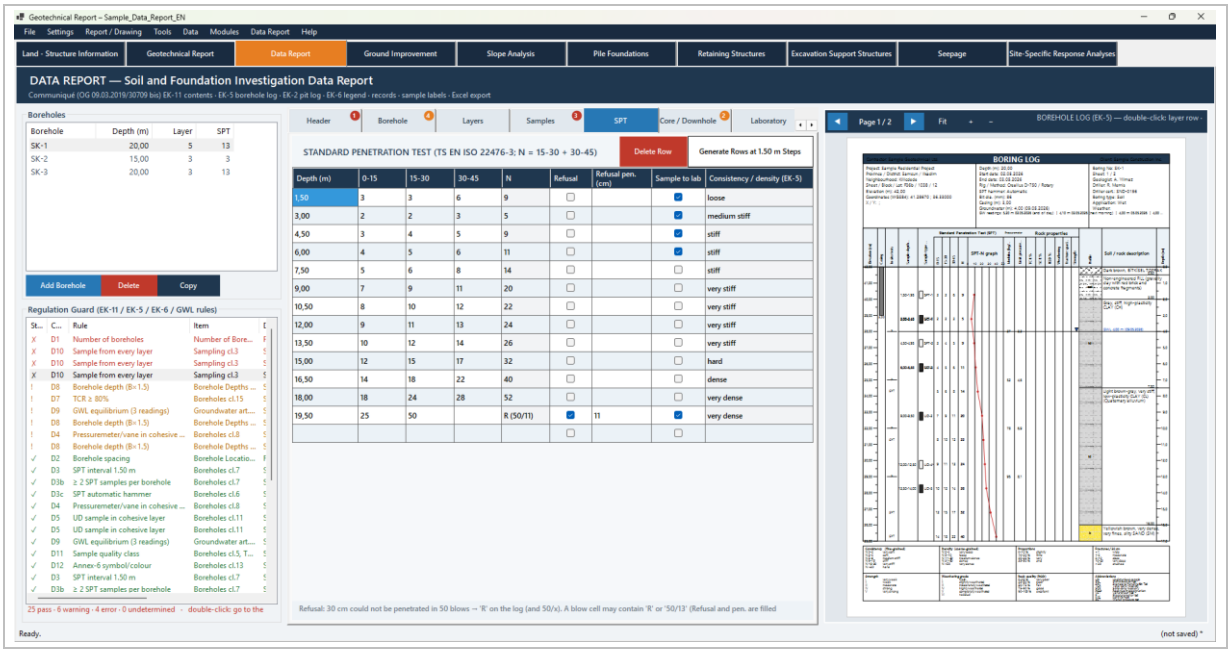


Figure 8. SPT tab — depth, 0–15 / 15–30 / 30–45 cm blow counts, N value and consistency / density term

Table 12. SPT columns

Column	Description
Depth (EK-4)	Test start depth (m).
0–15, 15–30, 30–45	Blow counts for each 15 cm of penetration (input).
N	Sum of the blows for the last 30 cm; written by the program.
Refusal	If ticked, shown in the log as R (50/x). For the consistency/density term N > 50 is assumed (“very dense” for coarse-grained, “hard” for fine-grained soils).
Sample taken	Ticked if an SPT sample was taken; on the Samples tab “Generate Rows from SPTs” opens a DS row.
Consistency / density	Written by the program according to the N value and the layer class (loose, medium dense, stiff, hard…).

A note on the hammer type and the correction appears at the bottom; inputs such as the energy ratio are written in the report as they are.

4.6 Samples tab

All samples taken (for the EK-10 labels) are listed on this tab (Figure 9).

© 2026 Medra Mühendislik Ltd. Şti. — This guide was prepared by Medra Mühendislik Ltd. Şti., which reserves all rights. No part of the guide may be reproduced or distributed without written permission, nor quoted without acknowledgement of the source.

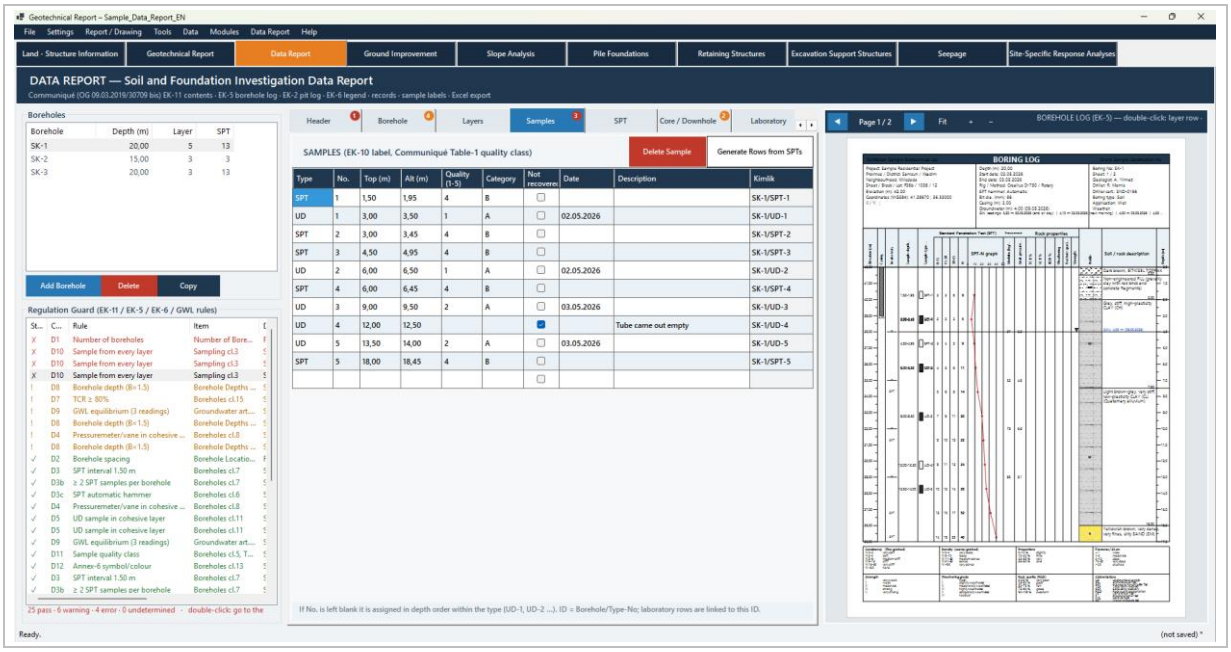


Figure 9. Samples tab — type, depth, quality class and identifier (e.g. SK-1/UD-2)

Table 13. Sample columns

Column	Description
Type	UD (undisturbed), DS (disturbed), SPT, K (core), BN, TN, SU.
No. / Top / Bottom (m)	Sample sequence number and the depth range from which it was taken.
Quality class	Sample quality class (A–E) according to Communiqué Table-1.
Date taken / Remarks	Sample date and notes.
Identifier	In the form SK-1/UD-2; laboratory rows are linked to this identifier.

Select All / Generate Rows from SPTs / Delete Sample buttons are for quick management of the list. A sample below the borehole depth gives a warning.

4.7 Core / Downhole tab

Core information from rock boreholes, pressuremeter tests and other downhole tests are collected on this tab (Figure 10).

© 2026 Medra Mühendislik Ltd. Şti. — This guide was prepared by Medra Mühendislik Ltd. Şti., which reserves all rights. No part of the guide may be reproduced or distributed without written permission, nor quoted without acknowledgement of the source.

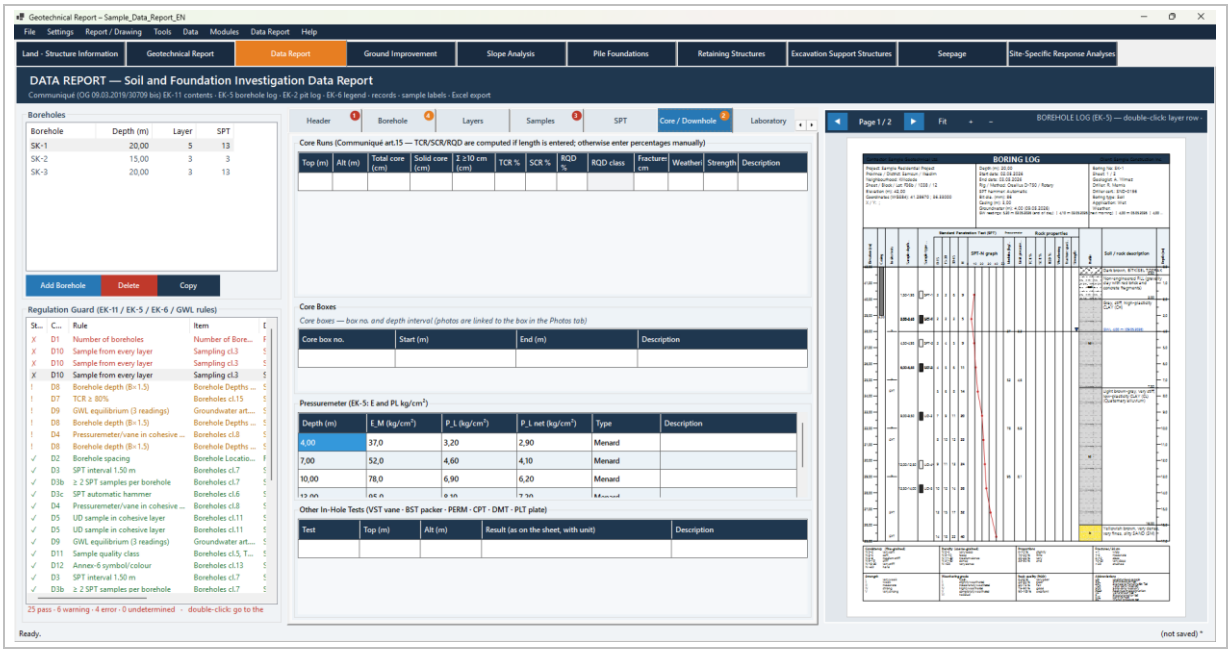


Figure 10. Core / Downhole tab — core runs (TCR, SCR, RQD), core boxes, pressuremeter and other tests

Table 14. Core / Downhole groups

Group	Description
Core runs	When the depth range and run lengths (cm) are entered, TCR, SCR and RQD are calculated and the RQD class is written. Consistency (RQD ≤ SCR ≤ TCR) is checked. If TCR is below 80%, an explanation is required (D7).
Core boxes	Box no., start/end depth and remarks. Box photographs are added on the Photographs tab.
Pressuremeter (EK-5 and P_L kg/cm²)	Depth, E_M, P_L and P_f values, type and remarks.
Other downhole tests	Test type such as vane (VST), permeability (Lugeon/Lefranc), CPT, DMT, PLT, with depth and result (together with its unit).

4.8 Laboratory tab

Summary values of the laboratory tests are entered per sample (Figure 11). The rows are linked to the identifier on the Samples tab.

© 2026 Medra Mühendislik Ltd. Şti. — This guide was prepared by Medra Mühendislik Ltd. Şti., which reserves all rights. No part of the guide may be reproduced or distributed without written permission, nor quoted without acknowledgement of the source.

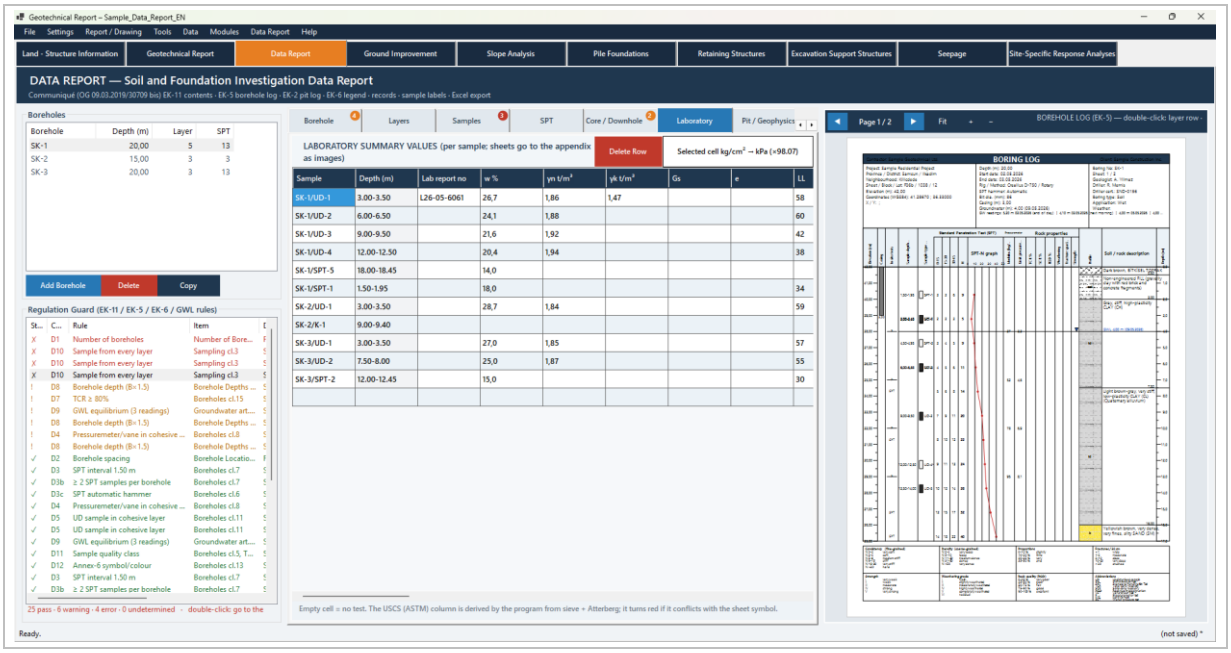


Figure 11. Laboratory tab — summary values per sample (w, γ, G_s, e, consistency limits, sieve, USCS, chemical and strength parameters)

Main behaviours:

- **Consistency indices:** when w, LL and PL are entered, the consistency index **I_c = (LL − w) / PI** and the liquidity index **I_L = (w − PL) / PI** are calculated; the consistency class is written according to TS EN ISO 14688-2.
- **Unit weight** is entered in **t/m³**. A value greater than 9 (kN/m³ may have been entered) gives a warning.
- **USCS:** derived from the sieve and Atterberg values according to ASTM D2487; if it contradicts the symbol on the sheet it is shown in red.
- **Unit conversion:** cells entered in kg/cm² can be selected and converted to kPa in one click with the **Selected cell kg/cm² → kPa (×98.07)** button.
- **Data check:** out-of-range γ_n/γ_k/w/G_s/LL values and inconsistencies such as $\gamma_k > \gamma_n$ or PL > LL are written to the report warnings.
- An empty cell means “no test”. A sample row with no values at all is not written in the report; only columns with values are reported.

Signed images of the laboratory sheets are added to the **Photographs › lab** group.

© 2026 Medra Mühendislik Ltd. Şti. — This guide was prepared by Medra Mühendislik Ltd. Şti., which reserves all rights. No part of the guide may be reproduced or distributed without written permission, nor quoted without acknowledgement of the source.

4.9 Pit / Geophysics tab

Test pit (EK-2) and geophysical spread data are entered on this tab (Figure 12).

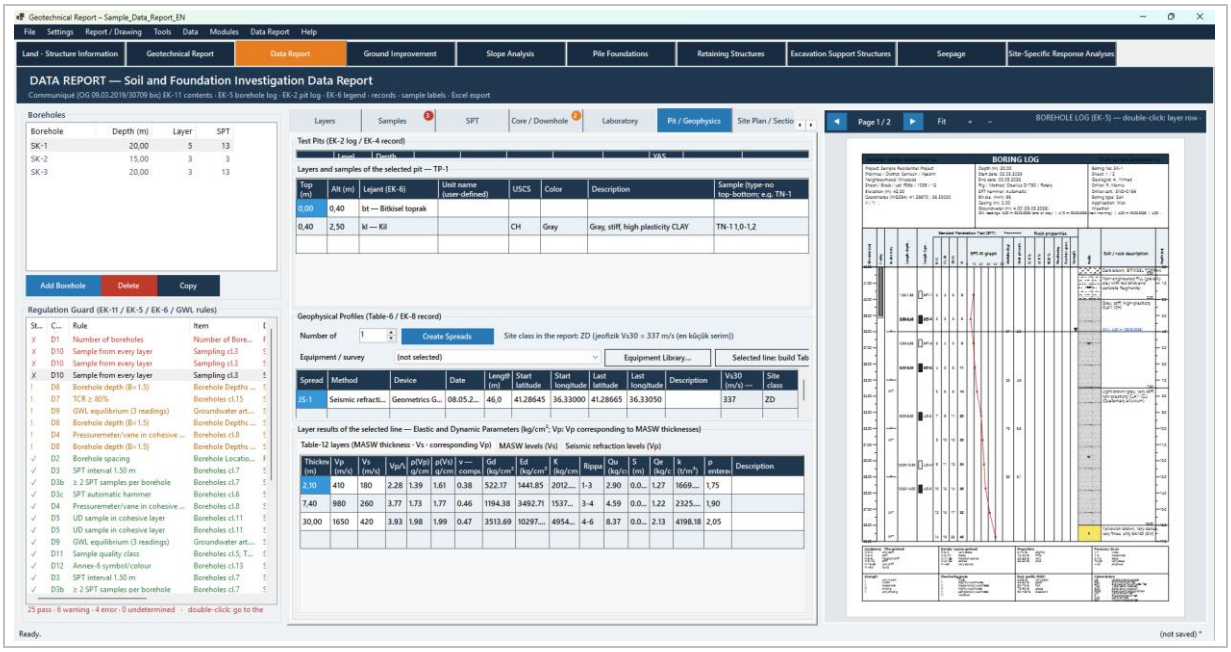


Figure 12. Pit / Geophysics tab — test pit header and layers, geophysical spreads and Table-12 layer results

Table 15. Pit / Geophysics groups

Group	Description
Test pits (EK-2 record)	Pit name, elevation (m), depth (m), latitude, longitude, date, excavator, operator, GWL (m), diggability / rippability, face observation and remarks.
Layers and samples of the selected pit	Top/bottom depth, legend (EK-6), user-defined unit name, USCS, colour, description. Samples are written in the layer row in the form `TN-1 1.0-1.2; UD-1 1.5-1.8`.
Geophysical spreads (Table-6 / EK-8 record)	The number-of-spreads box + **Create Spreads** opens the required number of spreads (the program asks before deleting any surplus). Spread name, method, instrument, date, length (m), start and end latitude / longitude, V_{s30} and site class (calculated), remarks. The **Equipment Library…** button lets you select the equipment and measurement parameters from the library (see 4.9.1).
Layer results of the selected spread (Table-12)	When thickness, V_p, V_s, ρ are entered, **ν, G_{max}, E_d** and the spread's **V_{s30}** value and site class are written automatically (the last layer is taken as a half-space). Table-12 layers can be built from MASW levels (V_s) and seismic refraction levels (V_p).

4.9.1 Geophysical Equipment Library

Equipment Library… button: the window it opens is a library that stores geophysical instrument/equipment and measurement parameters; this information is not retyped in every project. The records are in the **Records** list on the left of the window; the **New, Copy, Delete** buttons are for managing records. The name of the selected record is written in the **Record name** field; the parameters are entered in the table with the columns **Parameter / MASW / Seismic Refraction**. **Save** writes the record to the library; **Save and apply the selected record to the project** applies the record to the project, and the values are used in section 3.1.5 Field Work of the Geophysics Report. The library is stored in the %LocalAppData%\GeoteknikPro Studio\Ayarlar\VeriRaporu_JeofizikCihazlari.json file.

4.9.2 Geophysics report

Report / Drawing › Data Report › Geophysics Report (3.1 Geophysical Studies → Word / PDF)… command produces only the geophysical survey section as a separate document. The geophysical engineer can submit

© 2026 Medra Mühendislik Ltd. Şti. — This guide was prepared by Medra Mühendislik Ltd. Şti., which reserves all rights. No part of the guide may be reproduced or distributed without written permission, nor quoted without acknowledgement of the source.

this document independently of the main report. The document is saved as Word or PDF; the proposed file name consists of the project name and the suffix “_JeofizikRaporu”.

The document consists of the following sections: 3.1.1 Purpose, 3.1.2 Theoretical Principles of the Methods, 3.1.3 Relationship between Geophysical Results and Dynamic Elastic Soil Parameters (Tables 6–11), 3.1.4 Description of the Survey Methods, 3.1.5 Field Work and 3.1.6 Geophysical Evaluation. The equipment and survey information in section 3.1.5 comes from the record applied to the project from the Equipment Library (see 4.9.1). In section 3.1.6 the program writes the evaluation sentences for each spread (Poisson’s ratio, shear and elastic moduli, Vs30, local site class, etc.) and adds the Elastic and Dynamic Parameters table of each spread (Table 12, 13 …).

If there is no spread (Table-12 layers or MASW / refraction levels) on the Pit / Geophysics tab, the command does not run and says so. If no equipment record has been applied to the project, the program states that section 3.1.5 will be empty and asks whether to continue. The same evaluation sentences and parameter tables also go into section 3.1 Geophysical Studies of the main Data Report (|v_jeofizikDegerlendirme| and |#tablo_jeofizikParametre|, Table-7.nb).

4.10 Surroundings / Block tab

Information on the zoning block, adjacent parcels and surrounding structures is the data of section 1.2.3 of the Communiqué and is independent of the other modules (Figure 13). Changed data are written directly into the report.

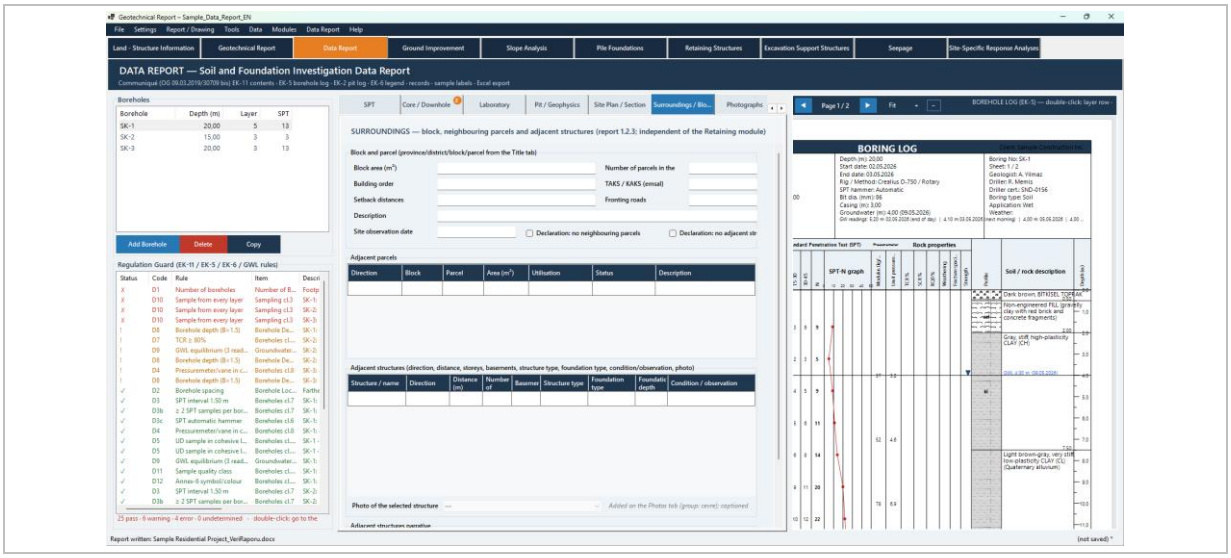


Figure 13. Surroundings / Block tab — zoning block and parcel information, adjacent parcels, surrounding structures and photograph of the selected structure

Table 16. Surroundings / Block fields

Group	Description
Zoning block and parcel	Zoning block area (m²), number of parcels in the block, building arrangement, TAKS / KAKS (floor area ratio), setback distances, roads the site fronts onto, remarks, site observation date, and the “Declaration: no neighbouring parcels” and “Declaration: no adjacent structures that could be affected” flags. Province, district, block and parcel are taken from the Header tab.
Adjacent parcels	Direction, block, parcel, area (m²), use, condition and remarks.
Surrounding structures	Structure / name, direction, distance (m), number of storeys, basement, structure type, foundation type, foundation depth (m), condition / observation (damage, etc.). With the Photo of the selected structure box below the table, a photograph added on the Photographs tab is linked to the structure selected in the table.

© 2026 Medra Mühendislik Ltd. Şti. — This guide was prepared by Medra Mühendislik Ltd. Şti., which reserves all rights. No part of the guide may be reproduced or distributed without written permission, nor quoted without acknowledgement of the source.

In the report these data appear in section 1.2.3 as Table-17 (zoning block and parcel), Table-18 (neighbouring parcels) and Table-19 (surrounding structures). If the **Adjacent structures narrative** box is filled in, the text is written to the report as it is (an empty line starts a new paragraph); if it is empty, the program builds a short sentence for each structure from the structure list. If a site observation date is entered, the report states that the surroundings of the parcel were inspected on site on that date. If the related list has no rows, the declaration flags write the sentences “There are no neighbouring parcels.” and “There are no structures around the investigation area that could be affected by the excavation and foundation works.” to the report. A photograph linked to a structure appears in the report with the caption “Surrounding Structure n: name (direction)”.

4.11 Photographs tab

The Photographs tab manages images of the site, the drilling rig, core boxes, pits and laboratory sheets (EK-2 / EK-5 / EK-7). The photograph list (caption, group, size) is on the left, and the preview and properties of the selected photograph on the right.

- **Add Photograph…** button selects files (.jpg, .jpeg, .png, .bmp); files can also be added by dragging and dropping them onto the list. Multiple selection is done with Ctrl / Shift; **bulk group assignment and bulk deletion** are supported. **Delete Photograph** removes the selected photograph.
- For each photograph a **Caption**, a **Group** and a **Linked** record are selected. Groups: borehole, core, pit, site, lab and surroundings. The linked record (borehole or pit) is added to the photograph caption in the report; the **None** option removes the link. A photograph in the core group can be linked to a **core box** of the related borehole.
- The group determines where the photograph goes in the report: site, borehole and pit photographs are placed in the |#v_gorsel_fotograflar| image sequence, core photographs in |#v_gorsel_karot|, laboratory sheets in |#v_gorsel_lab| and surroundings photographs in |#v_gorsel_cevre|. A photograph linked to a core box is captioned in the report with the borehole and the box interval. Signed images of the laboratory sheets are added to the **lab** group.
- The long side of an added photograph is reduced to 1600 pixels and it is saved as JPEG inside the main project file (*.geos); report generation is not affected if the source file is later deleted.

© 2026 Medra Mühendislik Ltd. Şti. — This guide was prepared by Medra Mühendislik Ltd. Şti., which reserves all rights. No part of the guide may be reproduced or distributed without written permission, nor quoted without acknowledgement of the source.

5. Site Plan and Geological Section

This chapter produces the site plan from the borehole locations and the geological sections between boreholes. While the tab is selected, the canvas on the right shows the plan and the sections instead of the borehole log (Figure 14).

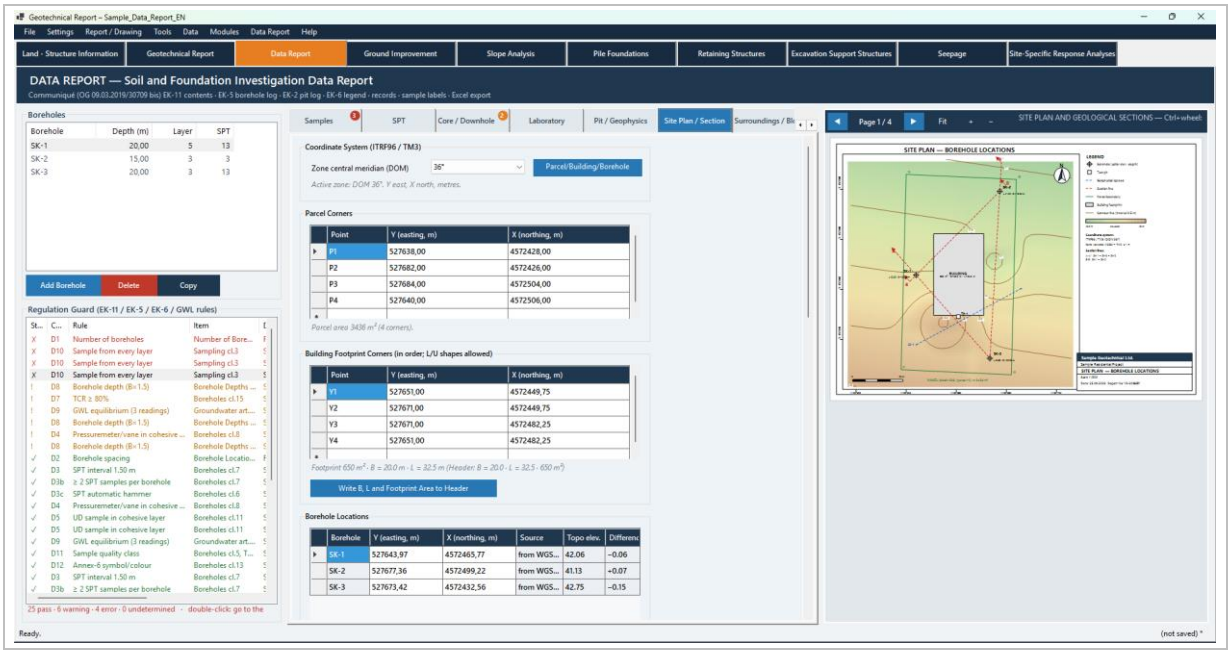


Figure 14. Site Plan / Section tab — coordinate system, parcel corners, building footprint corners and borehole locations; site plan on the right

5.1 Coordinate system and geometry input

- **Coordinate system:** ITRF96 / TM3; **Y to the right (east), X upwards (north)**, in metres. The central meridian of the zone (27° … 45°) is selected or found automatically from the longitude. If the drawing is not in TM3 and no reference corner has been entered, the coordinates are used as local (plan) coordinates (see the DXF steps).
- **Parcel corners** and **building footprint corners** are entered in order (Ctrl+V from Excel is supported). The building may be L- or U-shaped; the area, short side B and long side L are calculated from the polygon (smallest enclosing rectangle).
- **Write B, L and Footprint Area to Header** button transfers the calculated values to the Header tab.
- **Borehole locations:** if the borehole's TM3 Y/X value has been written it is used; otherwise the WGS84 latitude/longitude is converted to TM3 (at handheld GPS accuracy, about ±1 m). If Y and X have been swapped the program warns ("Y/X swapped"). Latitude/longitude outside Türkiye (negative values included) is also accepted; it is converted to the plane coordinates of the 3° zone of the first longitude. Y/X values outside the TM3 range are treated as local plan coordinates; the source column of the Borehole Locations table then shows "plan (local)".
- **Distances between boreholes** are calculated from the coordinates; they appear in the report as Table-16 (Section 3.3), and the Check rule D2 also uses these distances.

The "↓ Pull Data from GeoteknikRapor" command does not change the building corners; enter the position here by DXF import or survey. A borehole that already has a position in the Data Report keeps it. A borehole whose position could be computed from the surveyed positions on the Geotechnical Report plan shows "from GR plan (computed)" in the Source column of the site plan position table; editing its Y/X removes this label. If the position cannot be computed, the borehole arrives without a position; enter it here.

© 2026 Medra Mühendislik Ltd. Şti. — This guide was prepared by Medra Mühendislik Ltd. Şti., which reserves all rights. No part of the guide may be reproduced or distributed without written permission, nor quoted without acknowledgement of the source.

Parcel, building and borehole locations from DXF

The parcel, building and borehole locations can also be taken from a drawing. The **Parcel/Building/Borehole from DXF…** button opens the **Site plan — parcel, building and borehole location from DXF** window. The steps are as follows:

1. **Open DXF…** selects the site plan drawing; the **drawing unit** (m, cm, mm…) is proposed by the program and corrected with **Change Unit** if necessary.
2. **Closed areas**: when an area is selected in this list it appears blue on the map; it is assigned with the **Set selected as PARCEL** and **Set selected as BUILDING** buttons. The areas are calculated and shown in the summary line.
3. **Borehole points:** the **Auto-read from DXF** button matches the POINT, CIRCLE or block markers in the drawing to the boreholes by NAME, read from a block attribute or the nearest text, and reports the result as “{matched}/{total} boreholes matched by name from the DXF.” For boreholes that cannot be matched, select the borehole and click approximately on the map with **Mark (click on the map)**. **Delete selected borehole point** removes the marking.
4. **Coordinate reference (optional):** if the TM3 Y (east) / X (north) value of a known corner in the drawing is entered (two corners with **Enter second corner too** if the drawing is rotated), all corner and borehole locations are calculated from it. If the drawing is already in TM3, no reference is needed. If no reference is entered and the drawing is not in TM3, Apply to Project still works: the coordinates are written as local (plan) coordinates and a warning is given; the site plan, distances and sections are drawn. Outputs that need TM3 or WGS84, such as KML / GeoJSON, georeferenced DXF and AGS, require the TM3 Y/X value of one corner to be entered and the data applied again.
5. **Apply to Project** applies the values to the project; **Close** closes the window.

> Borehole locations marked by clicking on the map are approximate; for the exact location, write the borehole’s Y/X value.

5.2 Section lines

A section line consists of a name (A-A’) and boreholes selected in order (e.g. SK-1, SK-3, SK-2). The line is the polyline passing through these boreholes; horizontal distances are calculated from the coordinates. Two or more lines can be defined (Figure 15 and Figure 16).

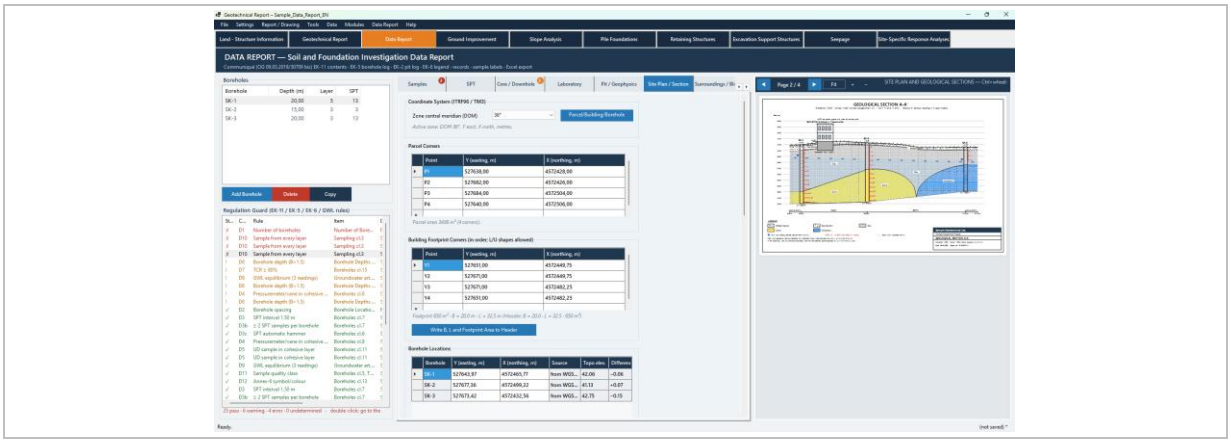


Figure 15. Geological section A-A’ (report page 2/4) — layers with EK-6 colours and patterns, borehole columns, SPT-N values and GWL

© 2026 Medra Mühendislik Ltd. Şti. — This guide was prepared by Medra Mühendislik Ltd. Şti., which reserves all rights. No part of the guide may be reproduced or distributed without written permission, nor quoted without acknowledgement of the source.

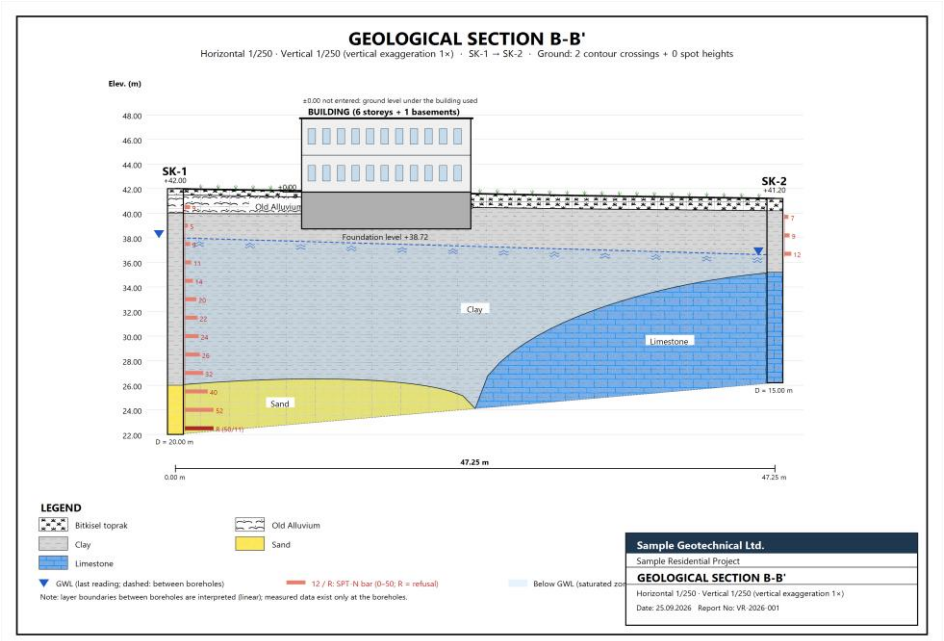


Figure 16. Geological section B-B' (report page 3/4) — two-borehole section; if the building line crosses it, it is drawn with the excavation/basement and foundation base level

Table 17. Items shown in the section drawing

Item	Description
Layers	With EK-6 colour and pattern; the same unit in neighbouring boreholes is matched in order from top to bottom. A unit with no counterpart ends between two boreholes as a wedge or a lens.
Borehole columns and SPT-N	An SPT-N bar next to each borehole (scaled 0–50; refusal dark red with "R"); N values are written in red.
GWL	▼ symbol and a dashed line between boreholes; light blue semi-transparent saturated zone below the GWL.
Axes	Elevation axis (with a second axis on the right relative to sea level if ±0.00 has been entered) and distance axis.
Structure	If the line crosses the building, it is drawn with the excavation/basement and foundation base level. If ±0.00 has not been entered, the ground level below the building is taken and written on the sheet.
Legend and title block	Legend of the units used, the note "boundaries between boreholes are interpretation", title block (company, project, scale, date, report no.).

Scales are automatic (horizontal and vertical separately; vertical exaggeration 1–10×) or chosen by the user. At the borehole points all boundaries are at the measured levels; boundaries between boreholes are interpretation.

5.3 Manual adjustment

- **Borehole pair** is selected; in the table, the counterpart on the right of each unit on the left can be changed ("—" = ends in between). Connections cannot cross each other; the program rejects a crossing connection.
- **Wedge tip (%)** changes the position of the wedges between the boreholes.
- **Back to Automatic** deletes the manual adjustment. If the borehole's layers change later, the adjustment is ignored and the user is warned.

© 2026 Medra Mühendislik Ltd. Şti. — This guide was prepared by Medra Mühendislik Ltd. Şti., which reserves all rights. No part of the guide may be reproduced or distributed without written permission, nor quoted without acknowledgement of the source.

5.4 Layer style (appearance)

Table 18. Layer style options (per line)

Option	Description
Classic	Straight lines, linear wedge.
Smooth + lens (default)	Boundaries are smooth curves; a unit with no counterpart closes with a rounded end, and a unit seen in a single borehole becomes a lens on both sides.
Organic	Smooth style + a slight wave between boreholes. **Wave** (0–100) is active only in this style; boundaries do not cross and the drawing is the same every time.

The style is only a drawing rule; it adds no interpretation. If there are two or more section lines, a **3D fence diagram** is also produced after the sections: the sections are drawn as panels in an oblique view from the south-west, with the parcel, building and line traces on the base and the boreholes shown as vertical bars. The area between the panels is not interpreted.

5.5 Topography and ground profile

Topographic data bring the ground line of the section closer to reality. They are entered in two ways:

- **Import from Map DXF…** button opens the **Topography — Map DXF** window. The DXF file of the existing survey map is selected (ASCII; DWG is not read and must be saved as DXF). Only lines and points that have an elevation (Z) are listed, layer by layer; lines without elevation (buildings, roads, etc.) are not listed. The contour and spot-height layers are ticked and the **Import Selected** button is pressed (**Select All / None** are helper buttons). The data are clipped to the surroundings of the site (parcel, building, boreholes, pits + 150 m) and simplified. The coordinates must be ITRF96 / TM3 (DXF x = Y, y = X). Elevations written as text or block attributes are not read; the point must have a Z value.
- **Remove Map** deletes the loaded topographic data; without a map, the ground surface in the section joins the borehole collars.
- **Spot heights (manual):** entered in the Y, X, Z table (Ctrl+V from Excel). Z is relative to sea level.

Building and using the ground profile:

- The profile is joined linearly from the points where the section line crosses the contour lines and from spot heights closer than 5 m to the line. The elevation of the line ends is also read from the topography. The source is written in the section subtitle (e.g. “9 contour intersections + 0 spot heights”).
- **The collar elevation governs:** the profile is pinned to the collar elevation at the borehole point; the difference is distributed with decreasing effect around the borehole (at most 15 m, 45% of the distance to the neighbouring borehole). If the difference exceeds the warning threshold (default 0.50 m), a warning is written on the section and in the report; the “Topo elev.” and “Difference” columns turn red in the Borehole Locations table.
- **Layers follow the ground:** the uppermost units bend together with the ground surface; the effect decreases with depth (zero at 5 m). The part above the ground is clipped. The measured levels at the borehole points do not change.
- If ±0.00 has been entered, the topographic elevation is converted to the project level system (Z − ±0.00).

© 2026 Medra Mühendislik Ltd. Şti. — This guide was prepared by Medra Mühendislik Ltd. Şti., which reserves all rights. No part of the guide may be reproduced or distributed without written permission, nor quoted without acknowledgement of the source.

- **Extension start / end (m):** the section line is extended before the first borehole and after the last one. In the extension the units are continued horizontally from the end borehole and the boundaries are drawn dashed (not measured); the ground comes from the topography.
- Contour lines (every 5th interval bold, with elevation labels) and spot heights appear on the plan. If there is topography, the plan background is coloured by elevation and a colour scale appears in the legend (this coloured layer is not carried to the DXF).

5.6 Export (Site Plan tab)

Table 19. Site Plan tab export options

Button	Output
PNG…	Plan, all sections and the fence diagram to separate files (300 dpi).
SVG…	Vector output; the layers open separately in Inkscape / Illustrator, and hatch patterns come in as SVG patterns.
DXF (sheet)…	Sheets to separate DXF files; layered.
Coordinated DXF…	Not a sheet but a model in **real TM3 metres**: parcel, building, boreholes (circle + name + collar elevation; the Z of the POINT is the collar elevation), pit, geophysical spread, section lines, contour lines and spot heights. It sits directly on top of the map (XREF).
KML / GeoJSON…	Boreholes, pits, spreads, parcel, building and section lines are converted to WGS84 and written for Google Earth / QGIS. If only Y/X has been entered and there is no longitude, the TM3 zone must be selected first.
AGS4…	AGS 4.1 data transfer file; read by programs such as gINT, HoleBASE and Leapfrog. Because AGS accepts only ASCII, Turkish letters are converted to their equivalents (ş→s, ı→i …).
Copy visible sheet to clipboard	The sheet on the canvas is copied to the clipboard as an image (and as SVG); it can be pasted directly into Word or an e-mail.

5.7 Quick Section

Data › Quick Section (no report, drawings only)… command opens a separate window in which only drawings are made, without the header, laboratory data or report (Figure 17).

© 2026 Medra Mühendislik Ltd. Şti. — This guide was prepared by Medra Mühendislik Ltd. Şti., which reserves all rights. No part of the guide may be reproduced or distributed without written permission, nor quoted without acknowledgement of the source.

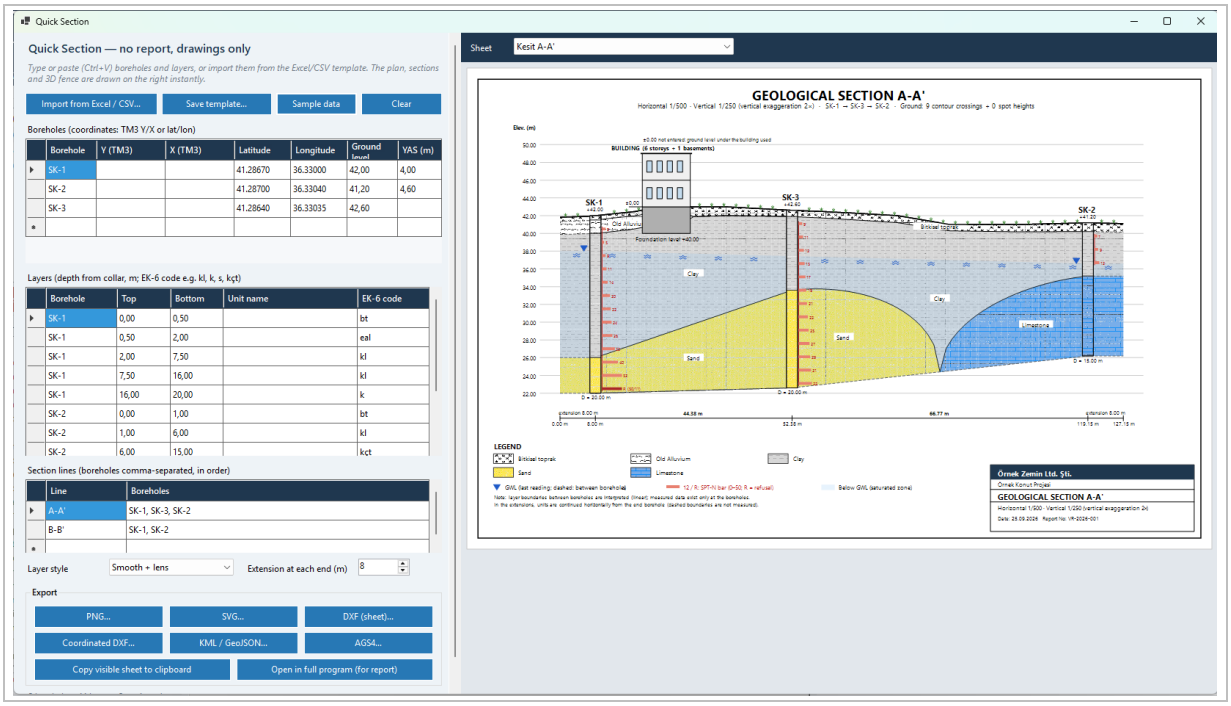


Figure 17. Quick Section window — borehole, layer and section line tables; live section preview on the right; export buttons at the bottom

Table 20. Quick Section areas

Area	Description
Data buttons	**Import from Excel / CSV…**, **Save template…**, **Sample data**, **Clear**. Data can be typed into the tables or pasted with Ctrl+V.
Boreholes	Borehole name, Y (TM3), X (TM3), latitude, longitude, collar elevation, GWL (m).
Layers	Borehole, top, bottom, unit name, EK-6 code (kl, k, s, kçt …). An unrecognised code is warned about and drawn grey.
Section lines	Line name and borehole list (SK-1, SK-3, SK-2). When two boreholes are entered, the A-A' line is proposed automatically.
Layer style / Extension	Classic, Smooth + lens, Organic; extension at the line ends (m).
Export	PNG, SVG, DXF (sheet), Coordinated DXF, KML / GeoJSON, AGS4, Copy visible sheet to clipboard.
Open in full program (for report)	Takes the data into the module as a Data Report project; the confirmation "The current data in the Data Report will be REPLACED. Continue?" is asked first.

© 2026 Medra Mühendislik Ltd. Şti. — This guide was prepared by Medra Mühendislik Ltd. Şti., which reserves all rights. No part of the guide may be reproduced or distributed without written permission, nor quoted without acknowledgement of the source.

6. Data Template (Excel / CSV)

Large data sets are transferred through Excel or CSV instead of being typed one by one.

6.1 Creating the data template

Data › Create Data Template (Excel / CSV)… command writes the project's borehole, layer, SPT, section line, parcel and building data to a single Excel file (or to one CSV file per sheet). In an empty project only the headings come; the "Okuyun" (Read me) sheet explains the rules.

6.2 Import

Data › Import from Excel / CSV… command applies the filled-in template to the project. Several CSV files can be selected together.

Table 21. Import rules

Rule	Description
Column recognition	Columns are recognised from their heading (Turkish or English); the order is free and extra columns are ignored. Either a comma or a point can be used in numbers.
Borehole with the same name	Updated; an empty cell does not delete the existing value. A borehole without a name is added.
Layer / SPT sheet	The list of a named borehole is **replaced completely**; boreholes not named are kept.
Section lines	A line with the same name is updated.
Faulty rows	Reported with the sheet name and row number; the other rows are imported.
EK-6 code	The code (kl, k, s, kçt …) determines the legend; an unrecognised code is warned about and drawn grey.
Undo	The import can be undone with **Edit › Undo**.

© 2026 Medra Mühendislik Ltd. Şti. — This guide was prepared by Medra Mühendislik Ltd. Şti., which reserves all rights. No part of the guide may be reproduced or distributed without written permission, nor quoted without acknowledgement of the source.

7. Regulation Check

The Regulation Check continuously checks the data entered against the Communiqué EK-11 / EK-5 / EK-6 and GWL rules and shows the results in the list at the bottom left. The Check lists its findings; they are written as a table at the end of the report and do not stop report generation (if there are errors, the program asks for confirmation).

Table 22. Check rules (summary)

Code	Rule
D1	Number of boreholes (at least 3; base area 300 m^2 rule).
D2	Borehole spacing (nearest neighbour at most 40–50 m).
D3 / D3b / D3c / D3d	SPT interval (at most 1.50 m in the soil section) · at least 2 SPT samples per hole · automatic hammer (error if the type is empty) · more than one SPT at the same depth (warning).
D4	Pressuremeter / vane in cohesive soil (at most 3.00 m apart).
D5	UD in cohesive layers (every 5 m, foundation base level).
D6	Continued coring in rock (consecutive rock at the bottom: sound ≥ 3 m, weathered / residual ≥ 5 m).
D7	Core TCR ≥ 80% (explanation if lower).
D8	Borehole depth (D_f + 1.5·B; excavation rule).
D9	GWL measurement and equilibrium (3 readings, at least 2 days apart).
D10	A sample in every soil layer.
D11	UD quality class.
D12	EK-6 legend / symbol selection.

In addition, the **data check** writes inconsistencies to the report warnings, such as out-of-range γ_n / γ_k / w / G_s / LL values, $\gamma_k > \gamma_n$, PL > LL, a sample or SPT below the borehole depth, $V_p \leq \sqrt{2} \cdot V_s$.

© 2026 Medra Mühendislik Ltd. Şti. — This guide was prepared by Medra Mühendislik Ltd. Şti., which reserves all rights. No part of the guide may be reproduced or distributed without written permission, nor quoted without acknowledgement of the source.

8. Generating the Report

8.1 Generate Report window

Report / Drawing › Data Report › Generate Report (choose format → Word / PDF)… command (shortcut F9) opens the **Generate Report — Data Report** window. The window is for choosing the report format and making the necessary adjustments:

Table 23. Generate Report window

Item	Function
Choose a report format	All .docx formats in the Report Formats folder are listed; the program's own format is at the top of the list. The selection is remembered with the project.
Add Report Format…	Copies your own .docx format to the Report Formats folder.
Open in Word (edit)	Opens the selected format in Word; you can edit its formatting and fixed texts. Do not edit the program's default format (AAVeriRaporu) in place: at the first use in each session the program compares this file with the current default and, if it differs, sets it aside under the name "_eski_…" and writes the current default in its place. For your own edits, use Add Report Format… or select a format saved under a different name.
Restore Default	Rewrites the program's default format; the existing file is kept under the name _yedek_.
Open Folder / Refresh List	Opens the formats folder; updates the list.
Placeholder List (Word)	Writes all placeholders with their descriptions to Word.
Format check (placeholders)	Immediately lists unknown or wrongly placed placeholders for the selected format.
Generate Report…	The logs are drawn at 300 dpi and the format is filled; the result is saved as Word or PDF.
Cancel	Closes the window.

8.2 Default format

The program's default format is ready in the Communiqué EK-11 order: cover, CONTENTS / LIST OF TABLES / LIST OF FIGURES (updated by Word on opening), ABBREVIATIONS, chapters and subheadings, section paragraphs, tables placed after the related subsection, laboratory tables on landscape pages, the PREPARED BY signature table and APPENDICES each starting on a new page. The header carries the project name, the footer the report no. and "Page x / y". At the first use in each session the program compares the AAVeriRaporu.docx file in content with the current default. If the file differs (even if it was edited in place under the same name), it is set aside, without being deleted, under the name `AAVeriRaporu_eski_…` and the current default is written in its place. Therefore do not edit the default format in place; formats with other names are not touched. The Report / Drawing › Report templates… window of the main band also has a "Data report (AAVeriRaporu)" slot (save a copy, back up / restore, open the folder); the report format itself is still selected in the Generate Report window.

8.3 Text templates

Each section text is a **template**; the project values sit inside it as parameters. Example:

"In the investigation area |v_sondajAdedi| boreholes were drilled, with a total advance of |v_toplamSondajM| m (|v_sondajListesi|)."

- **Conditional sentence** [[…]]: if one of the parameters inside is empty, "—" or 0, the sentence is skipped in the report. If there are no data, the sentence is not written.
- **An empty line** starts a new paragraph.

© 2026 Medra Mühendislik Ltd. Şti. — This guide was prepared by Medra Mühendislik Ltd. Şti., which reserves all rights. No part of the guide may be reproduced or distributed without written permission, nor quoted without acknowledgement of the source.

- **Three layers:** project text (written in this project) > company template (all your projects) > program template (draft according to the Communiqué; fixed texts belong to the user). The company template is stored in the %LocalAppData%\GeoteknikPro Studio\Ayarlar\VeriRaporu_MetinKaliplari.json file.
- Sections for which the program has no template (geomorphology, climate, hazards, regional geology, tectonics, geological section) start empty; they are written in Header › Project-specific texts. If empty, a reminder appears in the report.

© 2026 Medra Mühendislik Ltd. Şti. — This guide was prepared by Medra Mühendislik Ltd. Şti., which reserves all rights. No part of the guide may be reproduced or distributed without written permission, nor quoted without acknowledgement of the source.

8.4 Placeholder rules

Table 24. Placeholder types

Form	Meaning
|v_…|	Single value.
|m_…|	Section text.
|*tN_alan|	Placed in a table row; the row is repeated as many times as there are data (t1 … t14).
|@sondaj| / |@serim| / |@sira|	If written in a table caption, the table is produced separately for each borehole (or spread); the caption carries the borehole name and sequence number ("Table-3.1: SK-1 …").
|?tN|	This paragraph appears only if the related table is empty ("… was not performed").
|#v_gorsel_loglar|, _cukurloglari, _karot, _fotograflar, _lab, _lejant, _plan, _kesit, _cevre	Image sequences: borehole logs, pit logs, core box photographs, site photographs, laboratory sheets, legend, site plan, geological sections, surrounding structure photographs.
|#tablo_…|	Native Word tables: distances (Table-16), log, ek5, legend, records, label, guard, earthquake (Table-15), labIndeks, labDayanim, labOzet (Table-21), karotSandik (Table-20.n), imarAdasi, komsuParsel, cevreYapi (Tables 17, 18, 19), jeofizikParametre (Table-7.nb). **They must stand on a line of their own**.

Format the template in Word as you wish; as long as the placeholders stay in place, the report is filled. |v_…| placeholders in the header and footer are filled too. **Report / Drawing › Data Report › Template Check** lists unknown / wrongly placed placeholders.

8.5 Per-borehole tables

In the default format, Tables 2, 3, 4, 5, 7, 8, 9, 10, 14 (Units Encountered) and the laboratory tables are produced **separately for each borehole**; the rows are sorted by depth. A table without data keeps only the sentence "… was not performed". The laboratory tables come in two parts: **Table-11A.n Index Properties** (w, γ, G_s, e, consistency limits, I_c, I_L, consistency, sieve, USCS, chemical) and **Table-11B.n Stiffness and Strength Parameters** (shear box, triaxial, q_u, point load, rock σ_c). Both are written only with the columns that have values.

© 2026 Medra Mühendislik Ltd. Şti. — This guide was prepared by Medra Mühendislik Ltd. Şti., which reserves all rights. No part of the guide may be reproduced or distributed without written permission, nor quoted without acknowledgement of the source.

9. Export

9.1 Excel

Data › Export to Excel command has three options: **All Data** (11 formatted data sheets + a log sheet for each borehole), **Borehole Logs** (EK-5 bordered paper layout) and **Tests** (SPT, pressuremeter, core, laboratory). The sheets are formatted: heading row, borders, zebra striping, filter, frozen heading, A4 page setup.

The Excel borehole log contains the header block, two-row column headings, 0.50 m rows, SPT blows + N + an in-cell N bar, pressuremeter, core runs, weathering / strength per layer, an EK-6 coloured profile column, USCS and description, ▼ GWL and a signature row. When printing, the heading rows are repeated on every page.

9.2 Borehole log

Borehole Log › DXF / PNG commands save the log of the selected borehole as a layered DXF or as 300 dpi PNG (one file per page). **EK-5 Table Mode** produces the Communiqué's table with 0.50 m rows instead of the scaled graphic.

9.3 Site plan and section outputs

PNG, SVG, DXF (sheet), coordinated DXF, KML / GeoJSON and AGS4 outputs are taken from the Site Plan / Section tab and the Quick Section window (see Section 5.6).

© 2026 Medra Mühendislik Ltd. Şti. — This guide was prepared by Medra Mühendislik Ltd. Şti., which reserves all rights. No part of the guide may be reproduced or distributed without written permission, nor quoted without acknowledgement of the source.

10. Saving and Backup

- The Data Report project is stored in the module's own part of the main project file (*.geos). Saving and opening are done from the main program's **File** menu; the module has no separate Save / Open command.
- **The main save is safe:** the file is first written to a temporary .tmp file, read back and verified; the previous save remains as .geos.bak. If saving fails, the previous file is not touched.
- The **module data are written to the project file in compressed for**m.
- The **standing parameters, company template and geophysical equipment library** files are not stored in the project file but in the %LocalAppData%\GeoteknikPro Studio\Ayarlar folder.
- The module's **New Project (this module only)** command resets only the Data Report data; the other modules of the main project remain as they are.
- **Undo / Redo** (Ctrl+Z / Ctrl+Y) has 40 steps.
- If a standing parameters file or a company template file is corrupt, it is set aside under the name `name.bozuk-<date-time>.json` and the user is informed on start-up.

© 2026 Medra Mühendislik Ltd. Şti. — This guide was prepared by Medra Mühendislik Ltd. Şti., which reserves all rights. No part of the guide may be reproduced or distributed without written permission, nor quoted without acknowledgement of the source.

11. Points to Watch

Table 25. Common situations

Situation	Explanation / Solution
Borehole depth gives a warning in Check rule D8	The building short side B and the foundation depth must have been entered on the Header tab. The required depth is compared with the $D_f + 1.5 \cdot B$ rule.
Hammer type error (D3c)	Write the hammer type on the Borehole tab or in the Standing Parameters.
Unit does not match in the section	Use the same **Unit name** (otherwise the same EK-6 code) in neighbouring boreholes; or apply the manual adjustment in Section 5.3.
Section line is not visible	The borehole locations (TM3 Y/X or latitude/longitude) must have been entered; Y/X must not have been swapped.
Topographic elevation differs from collar elevation	If the difference exceeds the warning threshold, a warning is written in the report; the collar elevation governs. Check the values.
Report contains a reminder in square brackets	The Header › Project-specific texts field is empty; write the text or fill it in in Word.
Laboratory γ value gives a warning	The unit weight must be entered in t/m^3; kN/m^3 may have been entered.
Report contains empty tables	Check the format check in the Generate Report window and Report / Drawing › Data Report › Template Check; a placeholder row may have been changed.

The information in this guide is valid for the current edition of the Communiqué; the relevant sections should be reviewed again when the Communiqué or the program is updated.

© 2026 Medra Mühendislik Ltd. Şti. — This guide was prepared by Medra Mühendislik Ltd. Şti., which reserves all rights. No part of the guide may be reproduced or distributed without written permission, nor quoted without acknowledgement of the source.