



v2.5 User Guide

v2.4 User Guide

Thank you for choosing our GPS tracking solution for your fleet and asset tracking needs. Our goal is to help you streamline and maximize the resources you already have.

As part of our continued efforts to keep you at the forefront of GPS fleet and asset tracking technology, we are pleased to offer this User Guide. This guide lists and describes all of the features that are available in your GPS Tracking system.

We hope you take advantage of the information that is available at your fingertips to make your operations even more efficient. If you have any questions regarding any of these features, please contact your customer support team.

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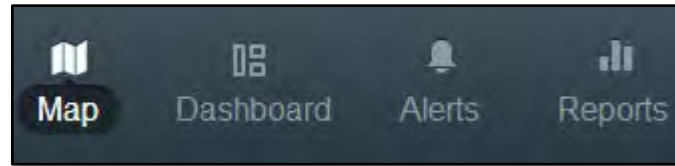
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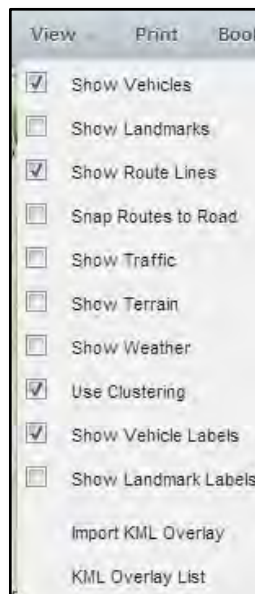
Map Tab

These actions are available under the **Map** tab



Changing the Map View

1. Select the **View** dropdown from the upper left corner of the map

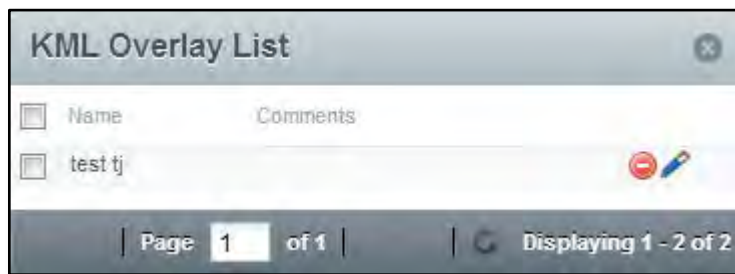


2. Use the checkboxes to select the level of detail displayed on the map
 - a. **Show Vehicles** – shows vehicles on the map
 - b. **Show Landmarks** – shows landmarks on the map
 - c. **Show Route Lines** – shows the route lines taken by a vehicle
 - d. **Snap Routes to Road** – aligns the route information to existing roads
 - e. **Show Traffic** – shows current traffic information, which may not match conditions at the time a route was taken
 - f. **Show Terrain** – shows terrain information
 - g. **Show Weather** – shows current weather information, which may not match conditions at the time a route was taken
 - h. **Use Clustering** – displays vehicles in small groups that will separate when a user zooms in
 - i. **Show Vehicle Labels** – shows vehicle label information on the map
 - j. **Show Landmark Labels** – shows landmark label information on the map

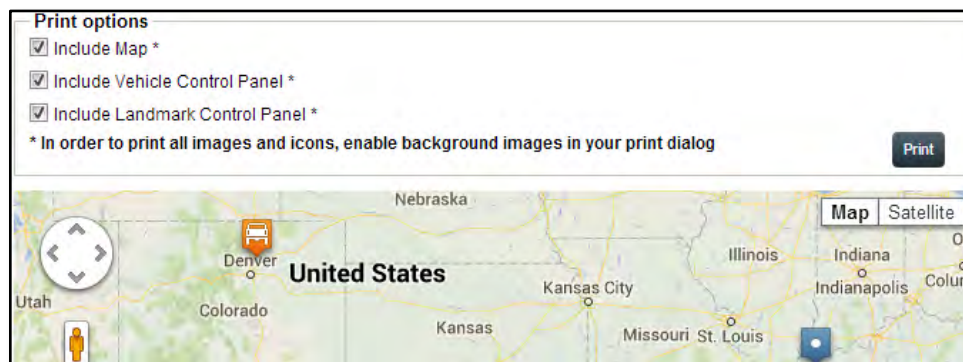
- k. **Import KML Overlay** - Opens the **Import KML Overlay** window



- i. -The required fields are marked with a *
- l. **KML Overlay List** - opens the **KML Overlay List** window



- i. This lists all KML overlays on the account. They can be deleted or edited using the buttons to the right
- ii. The checkboxes to the left of the overlay list can be used to select which overlays to display
3. The **Print** button opens the **Print Options** window



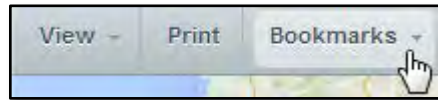
4. By default, this window contains the current map view, **Vehicle Control Panel** and **Landmarks Control Panel**
5. Use the checkboxes to choose which panels to include

Bookmarks Dropdown

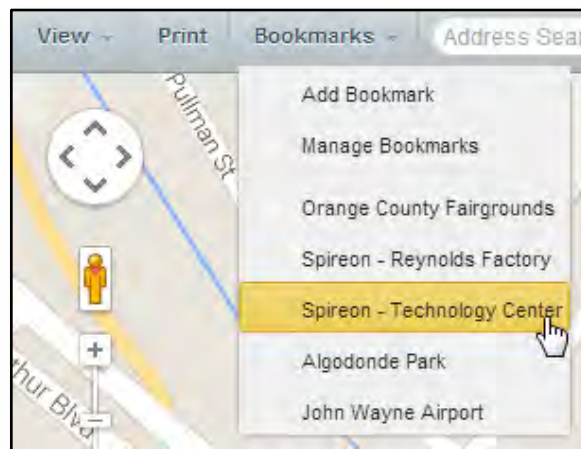
The **Bookmarks** dropdown allows you to save specific map views for future access.

Navigating to a Bookmark

1. Click the **Bookmarks** dropdown in the upper left of the map

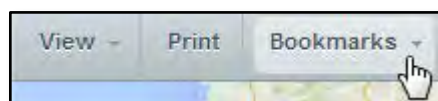


2. Select a Bookmark from the dropdown

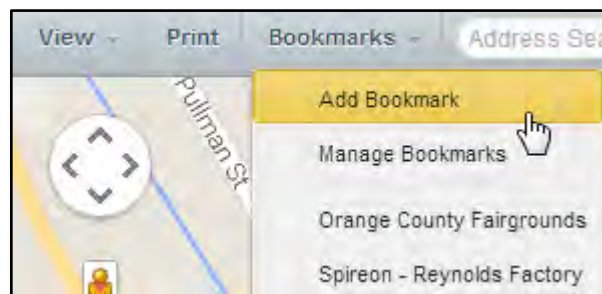


Adding a Bookmark

1. Navigate to the map view you would like to save
2. Click the **Bookmarks** dropdown in the upper left of the map



3. Select **Add Bookmark** to open the **Add Bookmark** window



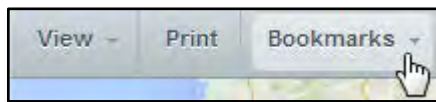
4. Choose a name for your Bookmark



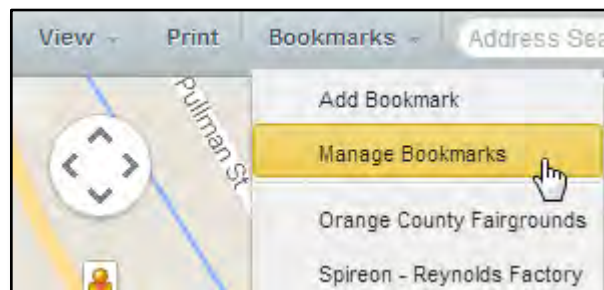
5. Click **Save**. The bookmark will be added to your account

Deleting a Bookmark

1. Click the **Bookmarks** dropdown in the upper left of the map



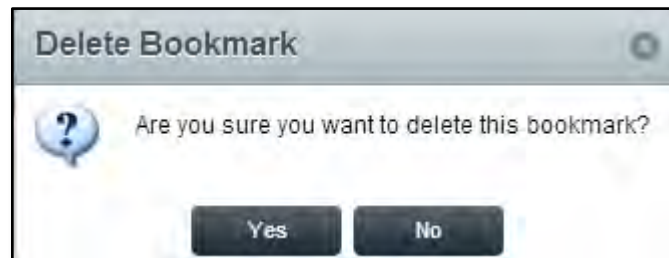
2. Select **Manage Bookmarks** to open the **Manage Bookmarks** window



3. Click the **Delete** icon (⊖) next to the Bookmark you want to remove

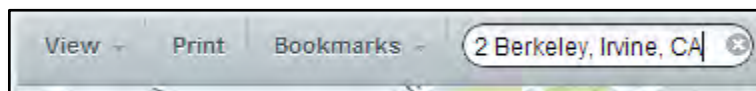


4. In the **Delete Bookmark** window, click **Yes**. The deleted bookmark will be removed from your account



Searching for an Address

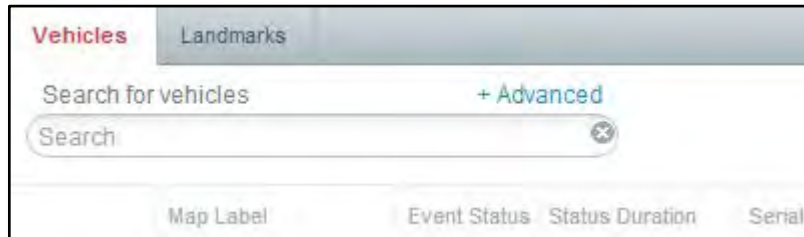
1. Enter a street address in the **Address Search** field at the top left of the map



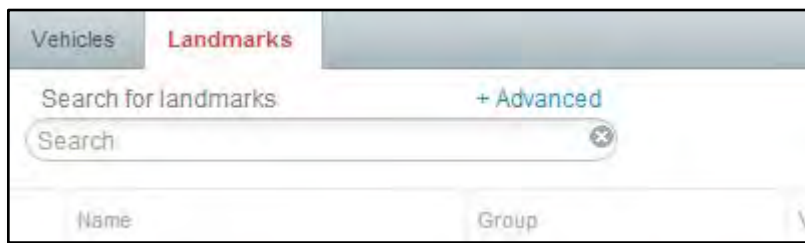
2. Press **Enter**. The map will re-center to the address provided

Control Panel Overview

1. The control panels are located to the left of the map
2. The **Vehicles** control panel displays all vehicles
 - a. This panel can be used to locate, edit, search for, or dispatch to a vehicle

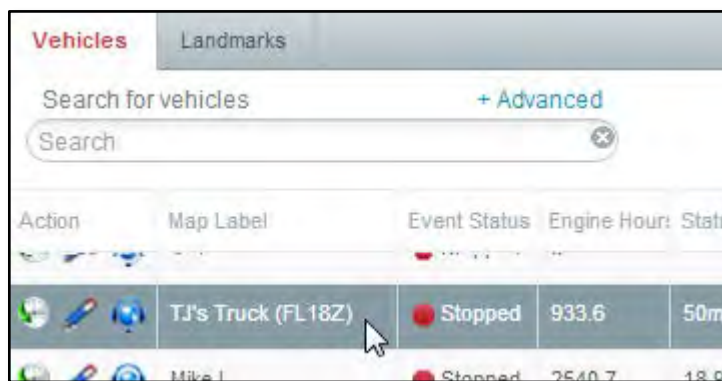


3. The **Landmarks** control panel displays all landmarks
 - a. This panel can be used to locate, edit or search for a landmark



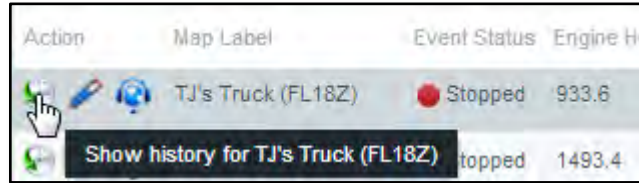
Finding a Vehicle's Current Location

1. In the **Vehicles** control panel on the left side, click the vehicle that needs to be located
2. The map will re-center to that vehicle's current location

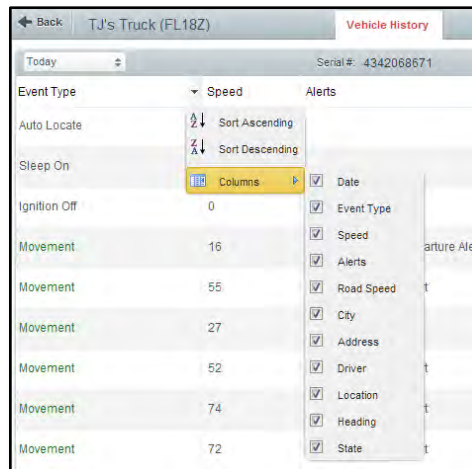


Viewing Vehicle History

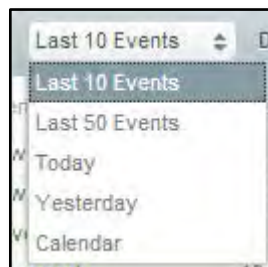
1. In the **Vehicles** control panel on the left side, double click the vehicle or click the **Show history for [Map Label]** icon (🌐) to open the **Vehicle History** tab



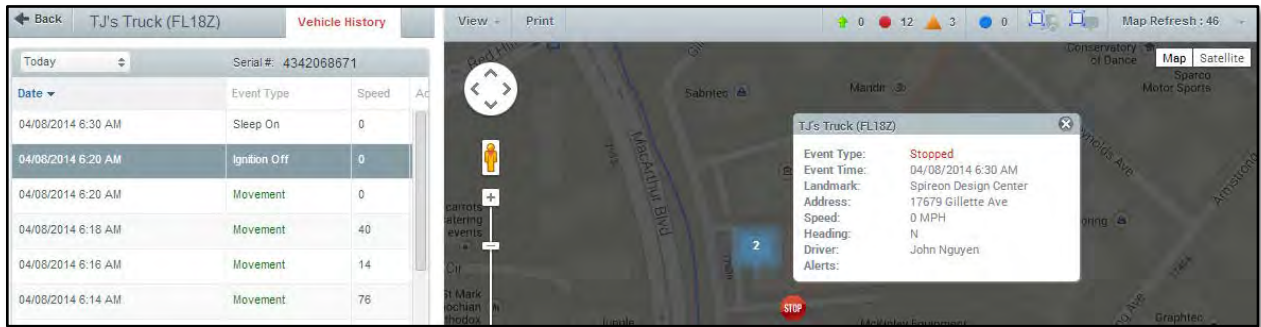
2. The **Vehicle History** tab displays the **Date, Event Type, Speed, Alerts, Road Speed, City, Address, Driver, Location, Heading,** and **State** for all events displayed, and refreshes the displayed data when the map refreshes
3. Columns can be sorted by clicking on the header or using the arrow to the right of each column header
4. Choose which columns to display using the arrow to the right of the column header



5. Use the dropdown in the upper left corner to customize the number of events displayed
 - a. **Last 10 events**
 - b. **Last 50 events**
 - c. **Today**
 - d. **Yesterday**
 - e. **Calendar** allows you to select a date



6. Selecting an event from the vehicle's history will display that event on the map



Locating an Address from the Map

1. Right-clicking anywhere on the map will now provide you with the precise latitude and longitude coordinates and the closest address.



Creating a Landmark from the Map

1. To create a landmark from the map, right-click on map and select **Add Landmark**



2. This opens the **Add Landmark** window

3. Fill out the required fields, marked with a *
 - a. **Latitude** and **Longitude** will be automatically filled in with the coordinates that were clicked
4. Fill out the remaining fields and assign the landmark to a **Group** (optional)

Add Landmark

Name*:

Comments:

Phone Number:

Group:

Landmark Center Point Address:

City: State: Zip:

Latitude*:

Longitude*:

Map

Shape: Radius (m): Line Color: Fill Color: Transparency: Line Width:

Map Satellite

Grizzly Island Rd

Grizzly Island Rd

Grizzly Island Rd


200 m
1000 ft

Map data ©2013 Google - [Terms of Use](#) [Report a map error](#)

* Required Field

5. Click **Save**

Editing a Vehicle

1. In the **Vehicles** control panel on the left side, click the **Edit [Map Label]** icon () to open the **Edit Vehicle** window



2. The **Edit Vehicle** window allows revision of all vehicle information
 - a. Required fields are marked with a *

Map Label*	Event Status	Status Duration
131	Moving	11d
	Stopped	45m

Map Label*	131
Group	[Select Group] Clear
Asset Type*	Trailer
Asset Icon	[Select Custom Icon]
VIN	
Year	
Make	
Model	
Driver	[Select Driver]
Initial Odometer (mi)	0

Input Name:	High State:	Low State:
Input 1	[Input Name]	[Input Name]
Input 2	[Input Name]	[Input Name]
Input 3	[Input Name]	[Input Name]
Input 4	[Input Name]	[Input Name]

GPS Tracked Distance	3338.1
Est. Total Distance	3338.1
Engine Hours	140.9

* Required Field

Save Cancel

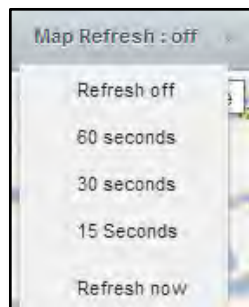
3. Once editing is complete, click **Save**

Reading the Miniature Dashboard

1. There is a miniature Dashboard in the upper right corner of the map



2. The green arrow (↑) shows the number of vehicles currently moving
3. The red octagon (■) shows the number of vehicles currently stopped
4. The orange triangle (▲) shows the number of vehicles currently idling
5. The blue circle (●) shows the number of vehicles with active inputs
6. The truck icon (🚚) will resize the map to include all vehicles and will reset any selected miniature dashboard filters
7. The boundary icon (📏) will resize the map to include all landmarks
8. Clicking any icon will resize the map to all applicable vehicles or landmarks and filter the **Vehicles** control panel
9. The **Map Refresh** dropdown allows you to change the map data refresh rate

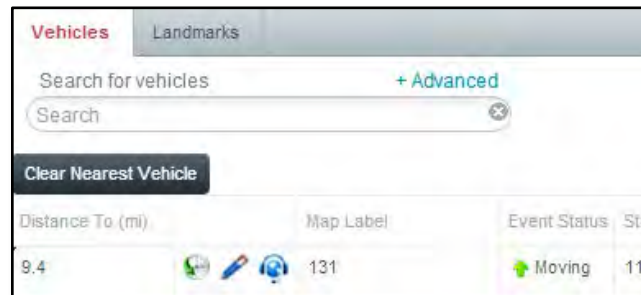


Finding the Nearest Vehicle to a Point

1. Right click on the map and select **Nearest Vehicle**



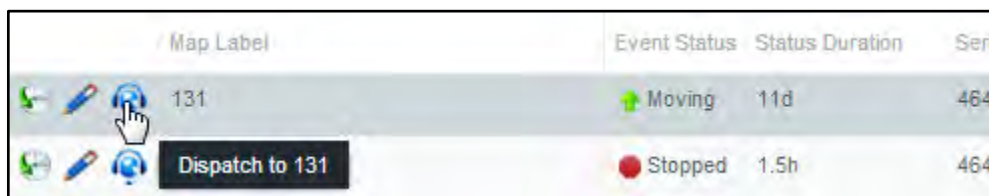
2. This will add a **Distance To** column to the **Vehicles** control panel



3. The **Clear Nearest Vehicle** button will clear the **Distance To** column

Dispatching a Vehicle

1. In the **Vehicles** control panel on the left side, click the **Dispatch to [Map Label]** icon (🌐) next to the vehicle being dispatched



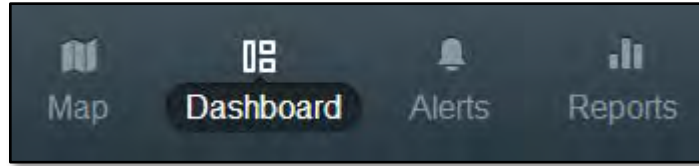
2. This opens the **Dispatch [Map Label]** window

3. Select from the dropdown to choose whether to dispatch to an **Address**, a **Landmark** or **Coordinates**
 - a. If dispatching to an address, enter the **Address**, **City**, **State**, **Zip** and **Country**
 - b. If dispatching to a landmark, choose from the **Landmark** dropdown
 - c. If dispatching to coordinates, enter the **Latitude** and **Longitude**

4. If necessary, enter any **Comments**
5. Specify the recipient's email address
6. Click **Show Directions**
 - a. Review all directions for accuracy prior to dispatching the vehicle
7. Click **Send Directions**

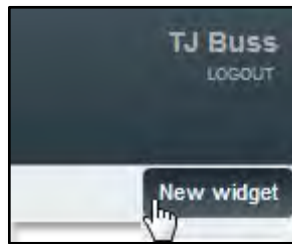
Dashboard Tab

The actions are available under the **Dashboard** tab



Adding Widgets to the Dashboard

1. To add a widget graph to the **Dashboard**, click the **New widget** button in the upper right



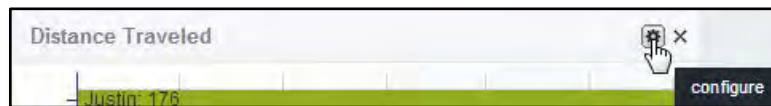
2. Select a widget to create:
 - a. **Distance Traveled** – shows how far the selected vehicles traveled during the selected timeframe
 - b. **Hard Acceleration** – shows how many Hard Acceleration events occurred for the selected vehicles during the selected timeframe (available as an account upgrade)
 - c. **Hard Braking** - shows how many Hard Braking events occurred for the selected vehicles during the selected timeframe (available as an account upgrade)
 - d. **Idle** - shows how many minutes each selected vehicle was idling during the selected timeframe
 - e. **Move Time** - shows how many minutes each selected vehicle was moving during the selected timeframe
 - f. **Speed Limit** – shows how many times each selected vehicle exceeded the posted speed limit during the selected timeframe (available as an account upgrade)
 - g. **Speed Threshold** – shows how many times each selected vehicle exceeded the user-created speed threshold during the selected timeframe
 - h. **Stops** – shows how many times each selected vehicle stopped during the selected timeframe



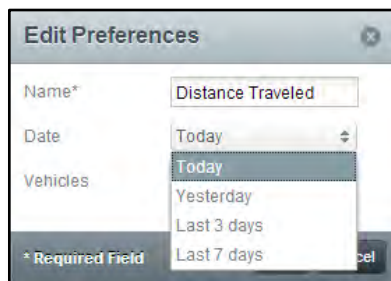
3. Click **Create** to create the widget

Editing a Widget

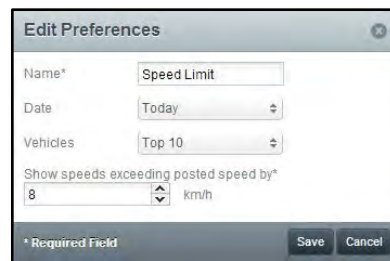
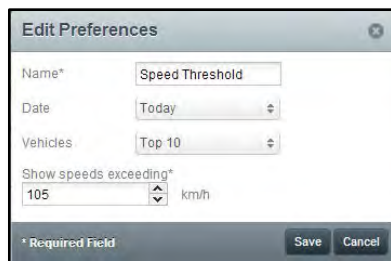
1. Click the **Configure** button at the top right of the widget you want to edit



2. This opens the **Edit Preferences** window



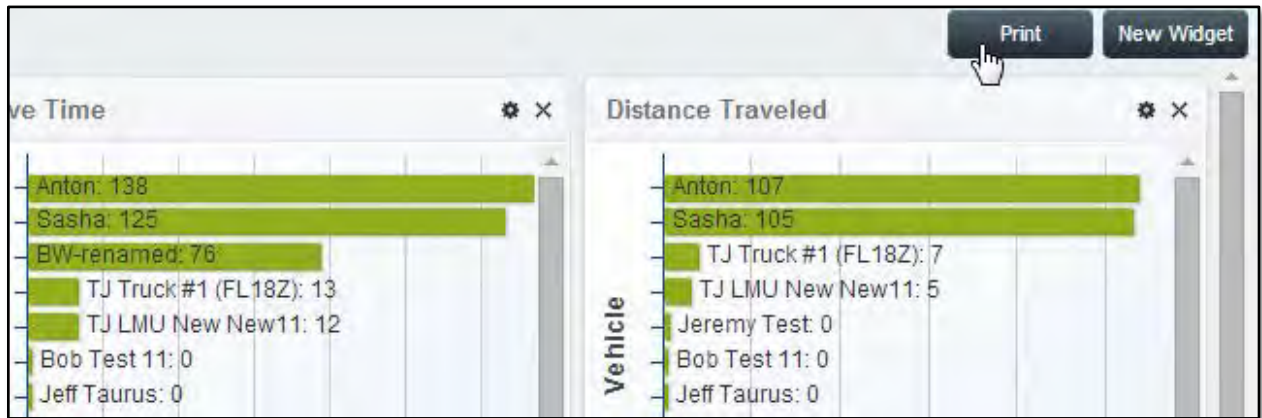
3. This allows you to change the **Name**, **Date** and **Vehicles** shown in the widget
 - a. Note: The **Speed Limit** and **Speed Threshold** widgets have an option that allows you to narrow the vehicles displayed by how far they were over the speed limit or threshold



4. Click **Save**

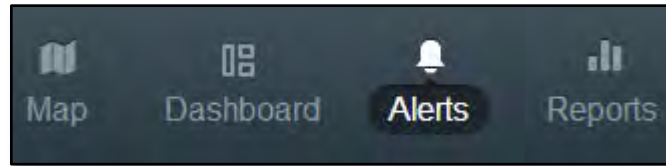
Printing the Dashboard

1. Click the **Print** button at the top right to print your current Dashboard view



Alerts Tab

These actions are available under the **Alerts** tab



Types of Alerts

Idle Alert

Sends an alert when the selected vehicle(s) have been idling more than a set number of minutes

Input Alert

Sends an alert when one of the customer-defined inputs is active or inactive

Landmark Arrival/Departure Alert

Sends an alert when the selected vehicle(s) enter or leave the selected landmark(s)

Low Battery Alert

Sends an alert when the selected vehicle(s) battery power is lower than 11.6 volts

Maintenance Alert - Distance

Sends an alert that the selected vehicle needs maintenance after a user-defined number of miles or kilometers

Maintenance Alert – Engine Hours

Sends an alert that the selected vehicle needs maintenance after a user-defined number of engine operating hours

Maintenance Alert – Time Period

Sends an alert that the selected vehicle needs maintenance after a user-defined calendar schedule

Odd Hours Alert

Sends an alert if the selected vehicle(s) record an event outside of normal operating hours. Odd hours are set by the user

Power Reconnect Alert

Sends an alert when the selected device(s) power on after having completely lost power for a period of time

Speed Threshold Alert

Sends an alert if the selected vehicle(s) exceeds a user-set maximum speed threshold

Stop Alert


Sends an alert when the selected vehicle(s) stop for more than a set number of minutes

Unauthorized Movement Alert

Sends an alert if the selected vehicle(s) record movement without the ignition being on

Viewing Alert History

1. The **Alert History** loads automatically when the **Alerts** tab is selected
2. This tab shows all alerts generated by all vehicles on the account, along with the **Date/Time**, **Alert Type**, **Vehicle**, **Name**, **Location** and **Details**



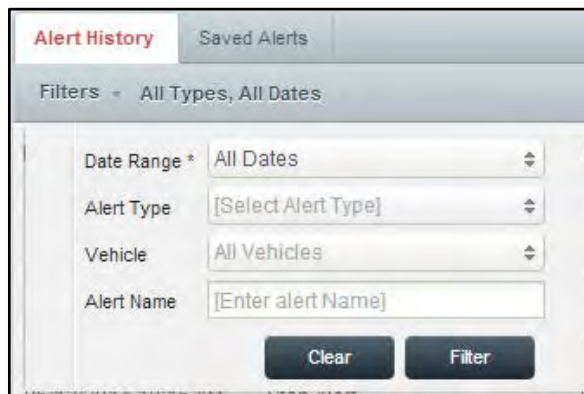
Date/Time	Alert Type	Vehicle	Name	Location	Details
01/09/2014 10:46 PM	Stop Alert	1243001287	psi 13-1.4 deployment		1243001287 has been stopped...
01/27/2014 3:34 PM	Stop Alert	1243001287	d343		1243001287 has been stopped...

Filtering the Alert History

4. At the top left of the tab, click the **Filters** dropdown



5. Select your desired filters from the available options

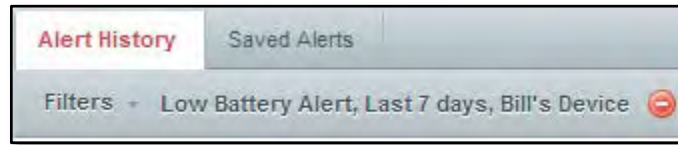


The screenshot shows the 'Alert History' tab selected. Below the tab, there is a 'Filters' dropdown menu that is currently open, displaying the text 'All Types, All Dates'. The filter options are:

- Date Range * All Dates
- Alert Type [Select Alert Type]
- Vehicle All Vehicles
- Alert Name [Enter alert Name]

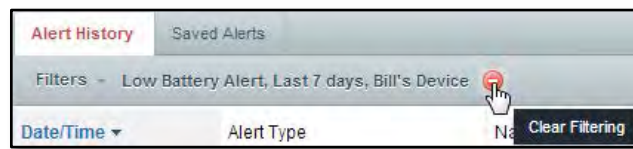
There are two buttons at the bottom: 'Clear' and 'Filter'.

6. Click **Filter**. The **History** tab will update with the filtered data



Clearing Filters from the Alert History

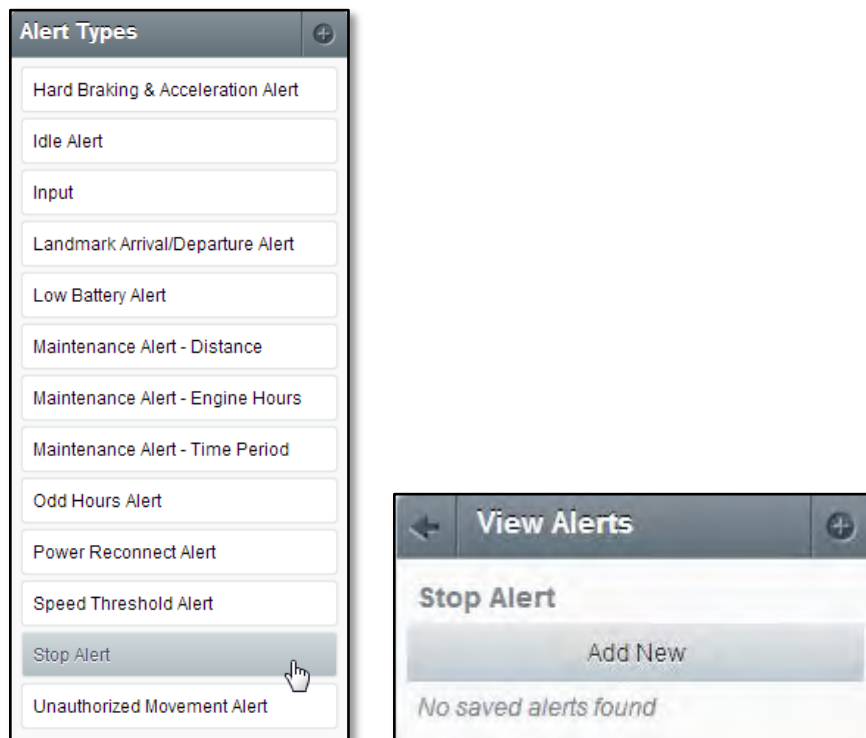
1. To clear your selected filters, click the **Clear Filtering** button (⊖) to the right of the filter selection



2. The **History** tab will refresh with no filters

Creating an Alert

1. Select an **Alert Type** from the left side



2. Click **Add New** to open the **Add Alert** window

3. Enter a **Name** for the alert
4. Select a **Vehicle Group(s)** and/or **Vehicle(s)** for the alert to be assigned to
5. Other information may be required, depending on the type of alert (e.g. Distance, Idle time, etc.)
6. Use the **Add Recipient** field to add emails or mobile numbers. Whenever this alert is triggered, these recipients will be notified
7. Add **Comments**, if necessary

8. Click **Save**

Editing an Alert

1. Click the **Saved Alerts** tab to open the list of saved alerts
2. Double click the alert to be edited

Alert History		Saved Alerts
Saved Alerts		All Types
Alert Type	Date Created	
Maintenance Alert - Time Period	12/31/2013 5:32 PM	
Idle Alert	11/18/2013 5:15 PM	
Input	11/04/2013 6:12 PM	
Landmark Arrival/Departure Alert	11/04/2013 6:13 PM	

3. This opens the **Edit Alert** window

Edit Alert

Alert Settings | Alert Schedule

Alert Type
Idle Alert

Name*
retest

Vehicle Group
All Groups

Vehicle
All Vehicles

Alert me of an Idle event after (minutes)*
10

Re-alert me of continuous idle after (minutes)
10

Add Recipient
[Enter Recipient Email or Mobile #]

Recipient List
No recipients

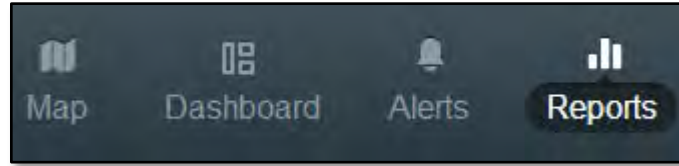
Comments
prod ...

* Required Field

4. All fields can be edited, but the fields marked with a * must contain valid information
5. Click **Save**

Reports Tab

These actions are available under the **Reports** tab



Types of Reports

Alerts

Shows the total alerts sent to the selected vehicle(s), the most frequent alert sent, the time sent and the location the alert was generated. If multiple vehicles are selected, this report will also show the vehicle with the greatest number of alerts

Daily Details

Shows the stop time, move time, run time, idle time, total distance, number of stops, landmarks and inputs for each vehicle during the selected day. If a vehicle's information is expanded, this report will show the total values for previous days as well

Idle

Shows the amount of time a vehicle has been idling (ignition on without movement). When a group is expanded, specific information for each vehicle is displayed

Inactivity

Shows total inactivity time, total inactive vehicles, most inactive vehicle, average inactive time per group and average inactive time per vehicle. User specifies inactivity duration they would like reported. Each vehicle's group, inactivity start time, last driver, current location and inactivity duration are also shown

Inputs

Shows all of the Input Alerts for each vehicle during the specified reporting period. Input parameters are user-defined

Landmark Circulation

Shows the total visits, average visits per day, total duration of visits and average duration of visits for all selected landmarks. When expanded, specific data for each landmark is shown

Location History

Shows all events for each vehicle during the specified reporting period. Includes total number of events, total landmarks visited, distance traveled, average speed, highest speed for all vehicles. Each specific vehicle also shows date/time, type of event, drive, location, latitude, longitude, heading and speed

Maintenance

Shows all scheduled maintenance alerts by maintenance type and vehicle

State Mileage

Shows the distance traveled in each state by any vehicle during the specified reporting period

Stops

Shows all of the stops that occurred for the vehicle(s) during the specified reporting period. When a group's information is expanded, specific vehicle data is shown. When a vehicle's information is expanded, specific data for each stop is shown

Trips – Consolidated

Shows a summary of all trips over a certain distance for each vehicle during the reporting period. Includes ignition on/off, move time, time ignition was on, idle time, distance, max speed and start/end address. In order for this report to work, the ignition wire must be connected

Workday Details Report

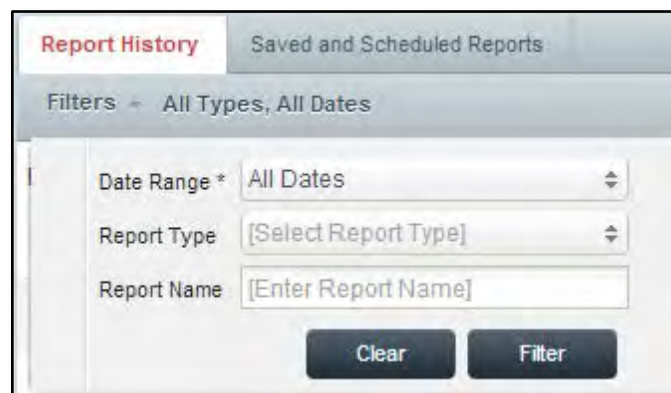
Shows start and end times, start and end addresses, elapsed time, move time, engine off time, idle time and off duty time for each vehicle on each day during the specified reporting period

Filtering the Report History

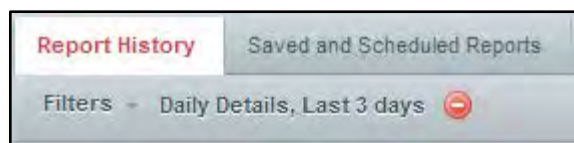
1. At the top left of the tab, click the **Filters** dropdown



2. Select your desired filters from the available options

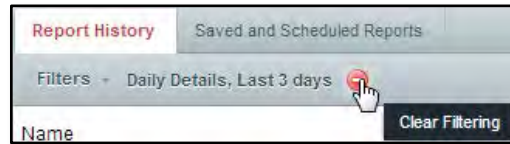


3. Click **Filter**. The **History** tab will update with the filtered data



Clearing Filters from the Report History

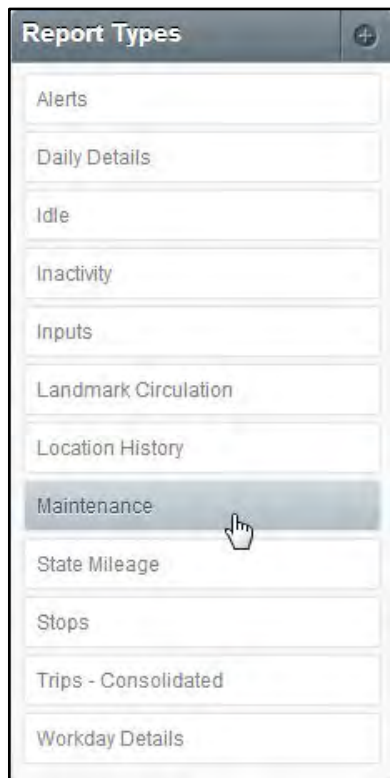
1. To clear your selected filters, click the **Clear Filtering** button (🗑️) to the right of the filter selection



2. The **History** tab will refresh with no filters

Generating a Report

1. Select a **Report Type** from the left side



2. Click **Generate Report** to open the **New Report** window

3. In the **New Report** window, specify all required information (e.g. **Vehicle Group(s)**, **Vehicle(s)**, **Start Date**, **End Date**, **Daily Start Time** and **Daily End Time**)
4. If applicable, select other options (e.g. types of alerts, length of Idle events, length of Inactivity, Landmark Group, etc)

The screenshot shows the 'New Report' window with two tabs: 'Report Settings' (active) and 'Schedule, Save & Send'. The 'Report Settings' tab contains the following fields and options:

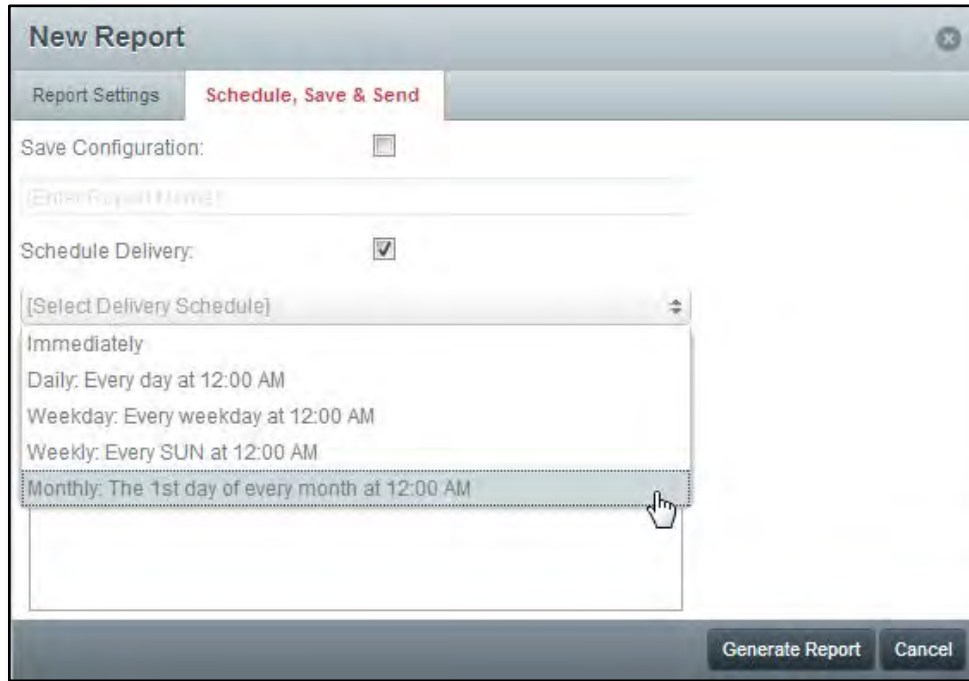
- Report Type ***: A dropdown menu set to 'Alerts'.
- Vehicle Group**: A dropdown menu set to 'All Groups' with a 'Clear' button.
- Vehicle**: A dropdown menu set to 'All Vehicles' with a 'Clear' button.
- Date Range ***: A dropdown menu set to 'Yesterday'.
- Daily Start Time ***: A dropdown menu set to '12:00 AM'.
- Daily End Time ***: A dropdown menu set to '11:59 PM'.
- Alert Selection**: Two radio buttons: 'Include all alert types' (selected) and 'Only include the following alert types'. Below these are several unchecked checkboxes:
 - Idle Alert
 - Input Alert
 - Location Arrival/Departure Alert
 - Maintenance Alert - Distance
 - Maintenance Alert - Engine Hours
 - Maintenance Alert - Time Period
 - One Hours Alert
 - Speed Threshold Alert
 - Stop Alert
 - Temperature Alert
 - Unauthorized Movement Alert

At the bottom right of the window are two buttons: 'Generate Report' and 'Cancel'.

5. Click **Generate Report**

Scheduling a Report

1. In the **New Report** window, click the **Schedule, Save & Send** tab
2. Click the check box next to **Schedule Delivery**
3. Use the **Schedule Delivery** dropdown to select a frequency for the report to be run
4. Use the **Report Format** dropdown to choose a file format for the report



5. Click **Save Report** or **Save & Generate Report**

Saving a Report

1. In the **Schedule, Save & Send** tab, click the check box next to **Save Configuration**
2. Enter a name for the selected report parameters
3. Click **Save Report**
4. This report can now be run at any time by selecting the type of report from the left side, then choosing from the **Saved reports** list



Sending a Report


1. In the **New Report** window, click the **Schedule, Save & Send** tab
2. In the **Add Recipient** field, enter the recipient email address(es)

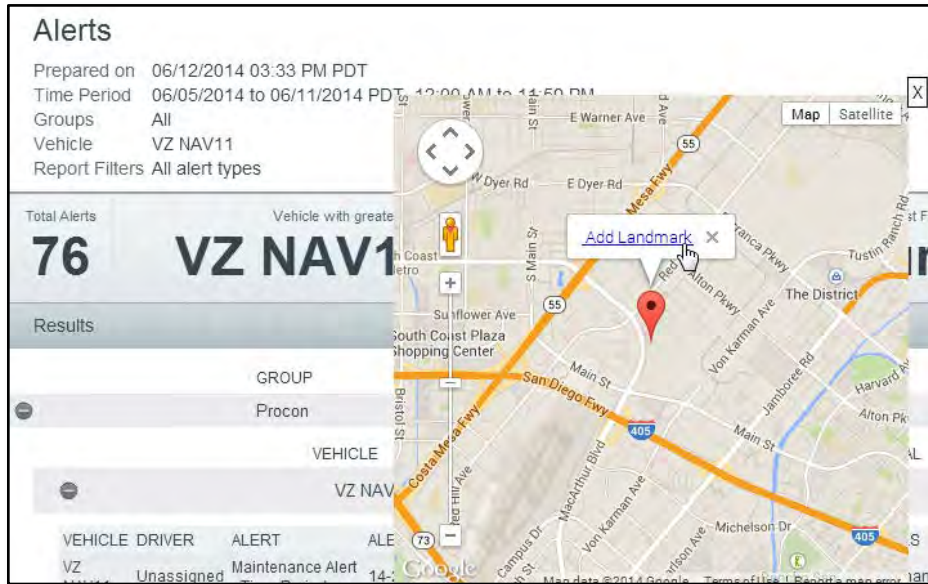
3. Click **Generate Report**

Creating a Landmark from a Report Map

1. Click a **Location** link in any applicable report

Alerts							
Prepared on	06/12/2014 03:33 PM PDT						
Time Period	06/05/2014 to 06/11/2014 PDT, 12:00 AM to 11:59 PM						
Groups	All						
Vehicle	VZ NAV11						
Report Filters	All alert types						
Total Alerts	Vehicle with greatest alerts			Most Frequent Alert			
76	VZ NAV11 (76)			Odd Hours Alert (52)			
Results							
GROUP			ALERTS				
Procon			76				
VEHICLE			ALERTS TOTAL				
VZ NAV11			76				
VEHICLE	DRIVER	ALERT	ALERT NAME	DATE	TIME	LOCATION	DETAILS
VZ NAV11	Unassigned	Maintenance Alert - Time Period	14-2.5 maint time all	06/05/2014	09:30 PM	Spireon Design Center	Maintenance Alert - Time Period occurrence
VZ NAV11	Unassigned	Odd Hours Alert	14-2.5 odd all	06/06/2014	06:50 AM	Spireon Design Center	VZ NAV has triggered an odd hour alert on: 06/06/14 @ 03:50 AM PDT. [Spireon Design Center]

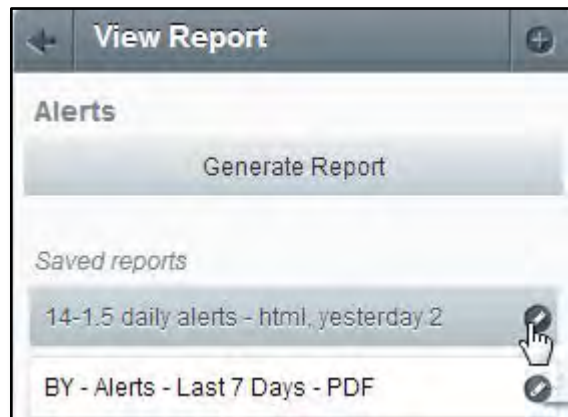
- When the event's location data is displayed, click the  icon in the center of the map, then click **Add Landmark** to open the **Add Landmark** window



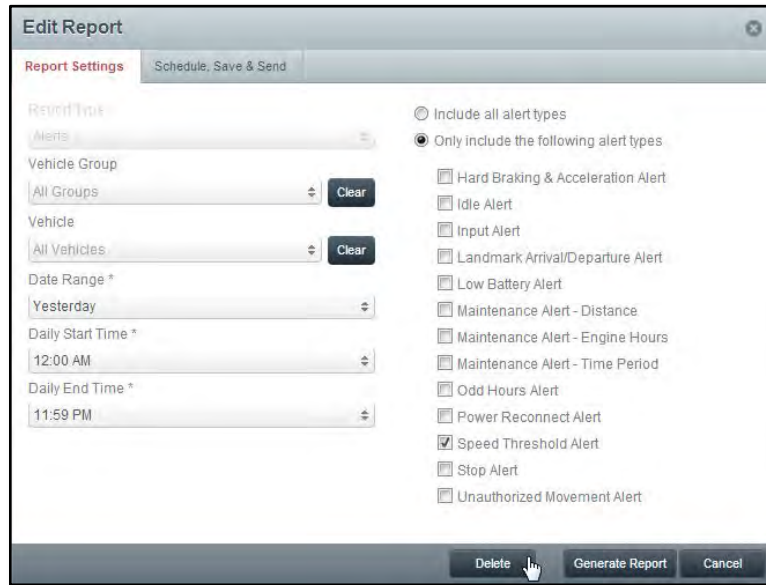
- Fill out the **Add Landmark** window and click **Save**

Deleting a Report

- Click the **Edit** icon () next to the report you would like to delete

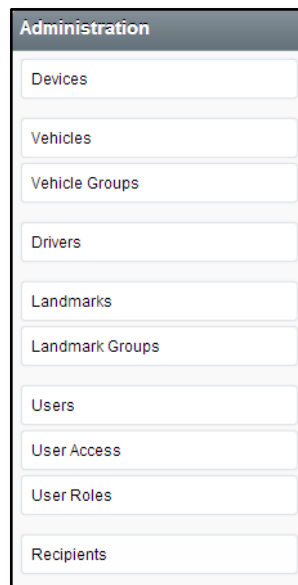
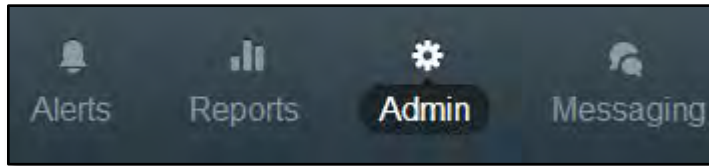


2. In the **Edit Report** window, click the **Delete** button



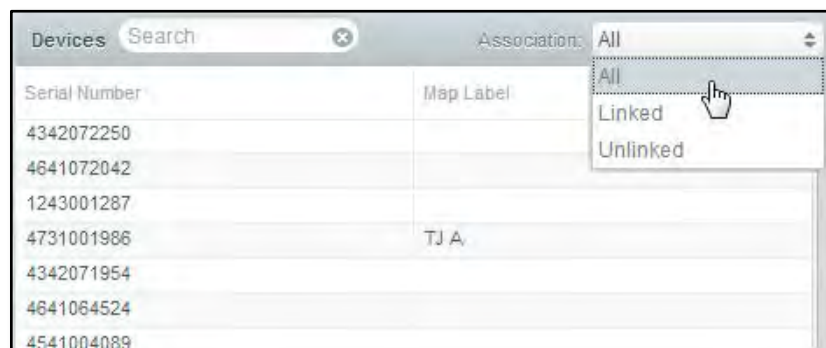
Admin Tab

These actions are available under the **Admin** tab



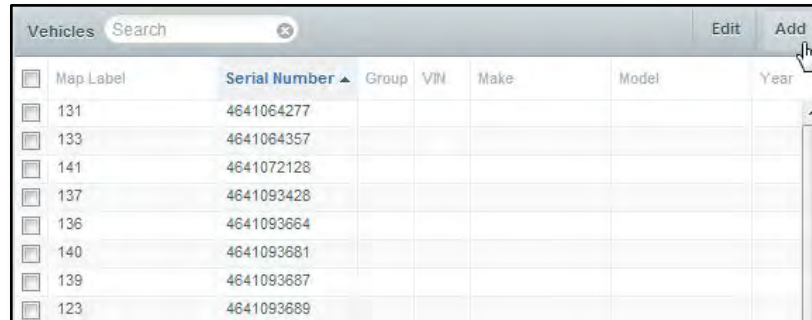
Devices

1. Select **Devices** from the left side
2. The **Devices** list shows all devices on the account
3. The **Association** dropdown in the upper right corner allows the list to be filtered by device **Linked** to a vehicle and devices that are **Unlinked**



Creating a Vehicle

1. Select **Vehicles** from the left side
2. Click **Add**



The screenshot shows a web application interface for managing vehicles. At the top, there is a header bar with the text 'Vehicles' on the left, a search input field with a magnifying glass icon, and two buttons labeled 'Edit' and 'Add' on the right. Below the header is a table with the following columns: 'Map Label', 'Serial Number', 'Group', 'VIN', 'Make', 'Model', and 'Year'. The 'Serial Number' column is highlighted in blue. The table contains eight rows of data, each with a checkbox in the 'Map Label' column. A mouse cursor is pointing at the 'Add' button.

<input type="checkbox"/>	Map Label	Serial Number	Group	VIN	Make	Model	Year
<input type="checkbox"/>	131	4641064277					
<input type="checkbox"/>	133	4641064357					
<input type="checkbox"/>	141	4641072128					
<input type="checkbox"/>	137	4641093428					
<input type="checkbox"/>	136	4641093664					
<input type="checkbox"/>	140	4641093681					
<input type="checkbox"/>	139	4641093687					
<input type="checkbox"/>	123	4641093689					

3. This opens the **Add Vehicle** window

4. Fill out the required fields, marked with a *
5. Fill out the remaining fields and assign the vehicle to a **Group** (optional)
 - a. Note: If a vehicle is not paired with a device, it will not appear on the map
6. Assign **Inputs** to the vehicle (optional)

7. Click **Save**

Editing a Vehicle

1. Select **Vehicles** from the left side
2. Double-click the vehicle to be edited, or click the checkbox next to the vehicle to be edited and click **Edit**

Map Label	Serial Number	Group	Asset Type	Odometer
11		Tr...	Trailer	0
700 #1 Removed Fr...	3143002482		Vehicle	0
700 #1 Removed N...			Trailer	0

3. This opens the **Edit Vehicle** window

4. From this window, all elements of the vehicle can be edited

The screenshot shows the 'Edit Vehicle' window with the following fields and values:

- Map Label*: TJ's Truck (FL18Z)
- Group: [Select Group] (with a Clear button)
- Asset Type*: Vehicle-Medium Duty
- Asset Icon*: Truck
- VIN: japan123456789
- Year: 2012
- Make: MINI
- Model: Countryman
- Driver: John Nguyen (with a Clear button)
- Initial Odometer (mi): 0.6
- GPS Tracked (mi): 21097.9
- Est. Total (mi): 21098.5
- Initial Engine Hrs: 0
- Device Tracked Engine Hrs: 1249.3
- Est. Total Hrs: 1249.3

The 'Device Details' section includes:

- Device Serial: 4342068671 (with Modify and Clear buttons)
- Input 1: [Input Name] (with High State: [Device On State] and Low State: [Device Low State])
- Input 2: [Input Name] (with High State: [Device On State] and Low State: [Device Low State])
- Input 3: [Input Name] (with High State: [Device On State] and Low State: [Device Low State])
- Input 4: [Input Name] (with High State: [Device On State] and Low State: [Device Low State])

At the bottom, there is a legend for '* Required Field' and three buttons: Delete, Save, and Cancel.

5. Click **Save**

6. Click **Delete** to permanently remove a vehicle from your account

Bulk Editing Vehicles

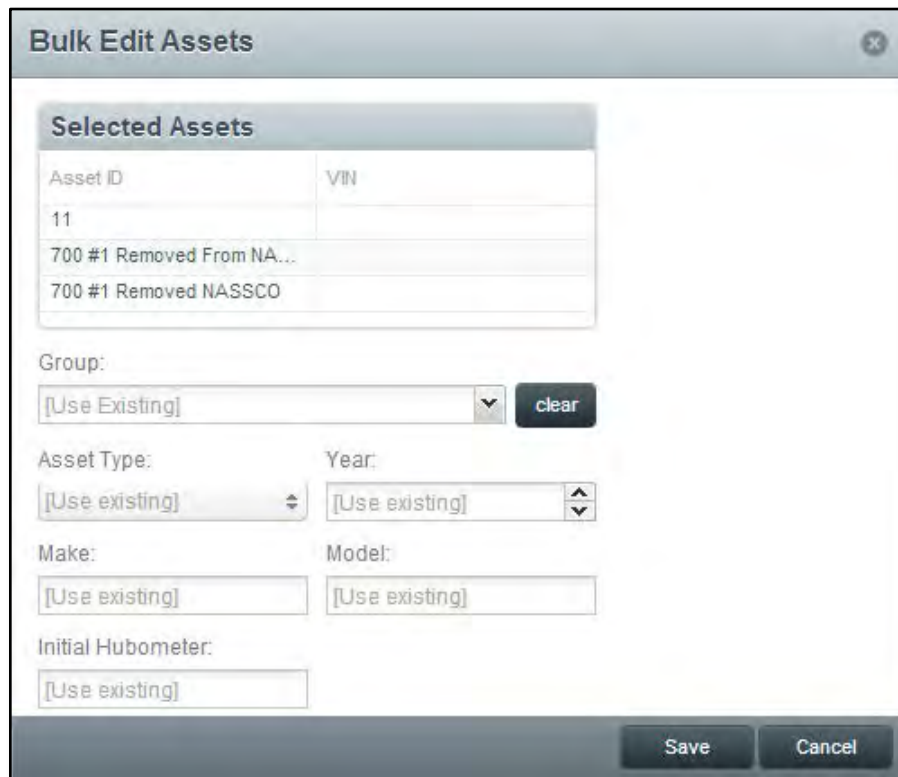
1. Select **Vehicles** from the left side
2. Click the checkboxes next to all vehicles to be edited, then click **Edit**



The screenshot shows a table with the following columns: Map Label, Serial Number, Group, Asset Type, and Odometer. Three rows are visible, each with a checked checkbox in the first column. The 'Edit' button is highlighted with a mouse cursor.

<input type="checkbox"/>	Map Label ▲	Serial Number	Group	Asset Type	Odometer
<input checked="" type="checkbox"/>	11		Tr...	Trailer	0
<input checked="" type="checkbox"/>	700 #1 Removed Fr...	3143002482		Vehicle	0
<input checked="" type="checkbox"/>	700 #1 Removed N...			Trailer	0

3. This opens the **Bulk Edit Assets** window
4. From this window, **Group, Asset Type, Year, Make, Model** and **Initial Odometer** can be changed for all selected vehicles



The screenshot shows the 'Bulk Edit Assets' window. It contains a table of 'Selected Assets' with columns for Asset ID and VIN. Below the table are several form fields for editing asset properties: Group, Asset Type, Year, Make, Model, and Initial Hubometer. Each field has a dropdown menu with '[Use existing]' as the selected option. There are 'clear', 'Save', and 'Cancel' buttons.

Selected Assets	
Asset ID	VIN
11	
700 #1 Removed From NA...	
700 #1 Removed NASSCO	

Group: [Use Existing] clear

Asset Type: [Use existing] Year: [Use existing]

Make: [Use existing] Model: [Use existing]

Initial Hubometer: [Use existing]

Save Cancel

5. Click **Save**

Unlinking a Vehicle from a Device

1. Devices can be disassociated from their assigned vehicle.
2. Once a device and vehicle are disassociated, a new device and/or vehicle can be assigned
3. Under **Vehicles** on the left side, select a vehicle from the list
4. Click **Edit** to open the **Edit Vehicle** window

Edit Vehicle

Map Label*
700 #1 Removed NASSCO

Group
[Select Group] Clear

Asset Type*
Trailer

Asset Icon
Trailer

VIN
Year

Make
Model

Driver
[Select Driver]

Initial Odometer (km) 0

GPS Tracked (km) 0

Est. Total (km) 0

Initial Engine Hrs 0

Device Tracked Engine Hrs 0

Est. Total Hrs 0

Device Details

Device Serial [] Modify Clear

Input Name: High State: Low State:

Input 1 [Input Name] [Select High State] [Select Low State]

Input 2 [Input Name] [Select High State] [Select Low State]

Input 3 [Input Name] [Select High State] [Select Low State]

Input 4 [Input Name] [Select High State] [Select Low State]

* Required Field Save Cancel

5. Click **Clear** to disassociate the **Device Serial** from the selected vehicle
6. Click **Save**

Creating a Vehicle Group

1. Select **Vehicle Groups** from the left side
2. Click **Add Group**

Vehicle Groups Expand All Collapse All Add Group Refresh

Name	Direct Vehicles	Indirect Vehicles	Total Vehicles

3. This opens the **Add Vehicle Group** window
4. Name the new **Vehicle Group**
5. Use the checkboxes to select all vehicles to be put in the new group
6. Click the right-facing arrow to move the selected vehicles into the new group

Add Vehicle Group

Name*

Search

Map Label	Serial Number	
<input type="checkbox"/>	131	4641064277
<input type="checkbox"/>	133	4641064357
<input type="checkbox"/>	141	4641072128
<input type="checkbox"/>	136	4641093664
<input type="checkbox"/>	140	4641093681
<input type="checkbox"/>	139	4641093687
<input type="checkbox"/>	137	4641093428
<input type="checkbox"/>	123	4641093689

Page 1 of 1 | 1 - 11 of 11

Map Label	Serial Number	
<input type="checkbox"/>		

Page 0 of 0 | No data

* Required Field

Save Cancel

7. Click **Save**

Adding a Driver

1. Select **Drivers** from the left side
2. Click **Add**

Drivers Search Edit Add

Driver Name	Phone	Email	Vehicles Assigned	Comments
TJ Buss			TJ Truck #1 (FL18Z)	
Micke...		micke...	Sasha	

Page 1 of 1 | Displaying 1 - 2 of 2

3. This opens the **Add Driver** window
4. Fill out the required fields, marked with a *
5. Fill out the remaining fields (optional)

6. Click **Save**
7. Click **Clear** to reset the form and start again

Editing a Driver

1. Select **Drivers** from the left side
2. Double-click the driver to be edited, or click the driver to be edited and click **Edit**

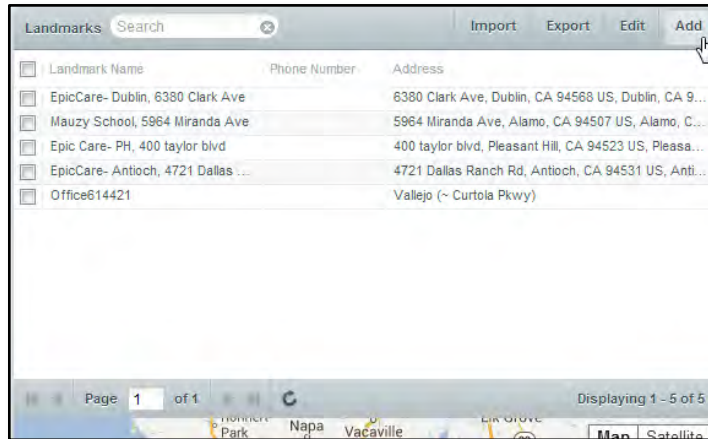
Driver Name	Phone	Email	Vehicles Assigned	Comments
TJ Buss			TJ Truck #1 (FL18Z)	
Micke...		micke...	Sasha	

3. This opens the **Edit Driver** window
4. From this window, all elements of the driver can be edited

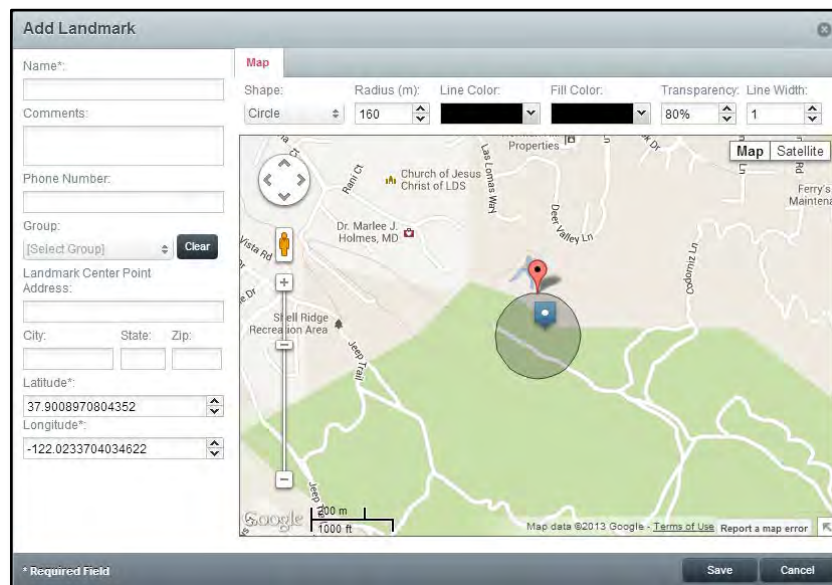
5. Click **Save**
6. Click **Delete** to permanently remove the driver from the system

Creating a Landmark from the Admin Tab

1. Select **Landmarks** from the left side
2. Click **Add**



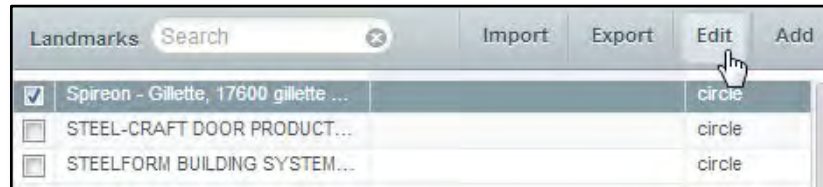
3. This opens the **Add Landmark** window
4. Fill out the required fields, marked with a *
 - a. The **Latitude** and **Longitude** fields will default to the center of the map on the **Landmarks** page
 - b. If the address fields are filled out, the **Latitude** and **Longitude** fields will automatically populate
5. Fill out the remaining fields and assign the landmark to a **Group** (optional)
 - a. The fields above the map allows you to choose the landmark's **Shape**, **Radius**, **Line Color**, **Fill Color**, **Transparency** and **Line Width**
 - i. A **Line Width** of 0 will hide the landmark's borders



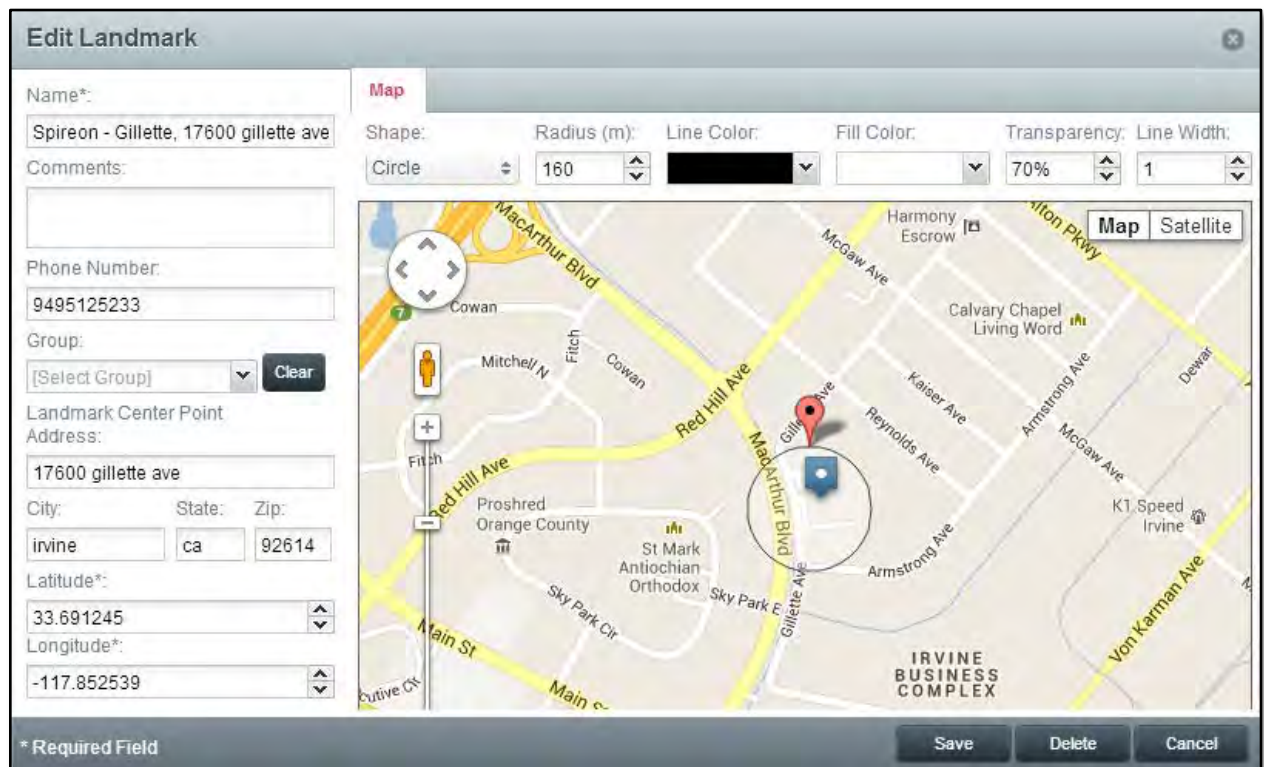
6. Click **Save**

Editing a Landmark

1. Select **Landmarks** from the left side
2. Double-click the landmark to be edited, or click the checkbox next to the landmark to be edited and click **Edit**



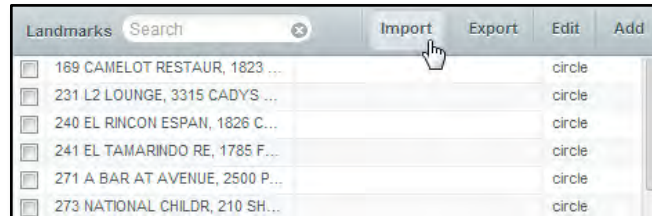
3. This opens the **Edit Landmark** window
4. From this window, all elements of the landmark can be edited

A screenshot of the 'Edit Landmark' window. The window is divided into two main sections. The left section contains form fields for: Name* (Spireon - Gillette, 17600 gillette ave), Comments, Phone Number (9495125233), Group ([Select Group]), Landmark Center Point Address (17600 gillette ave), City (irvine), State (ca), Zip (92614), Latitude* (33.691245), and Longitude* (-117.852539). The right section is titled 'Map' and contains controls for Shape (Circle), Radius (m) (160), Line Color (black), Fill Color (white), Transparency (70%), and Line Width (1). Below these controls is a map showing the landmark location at the intersection of MacArthur Blvd and Gillette Ave. The map includes street names like Red Hill Ave, Main St, and Von Karman Ave, and landmarks like St Mark Antiochian Orthodox and IRVINE BUSINESS COMPLEX. At the bottom of the window are 'Save', 'Delete', and 'Cancel' buttons, and a '* Required Field' label.

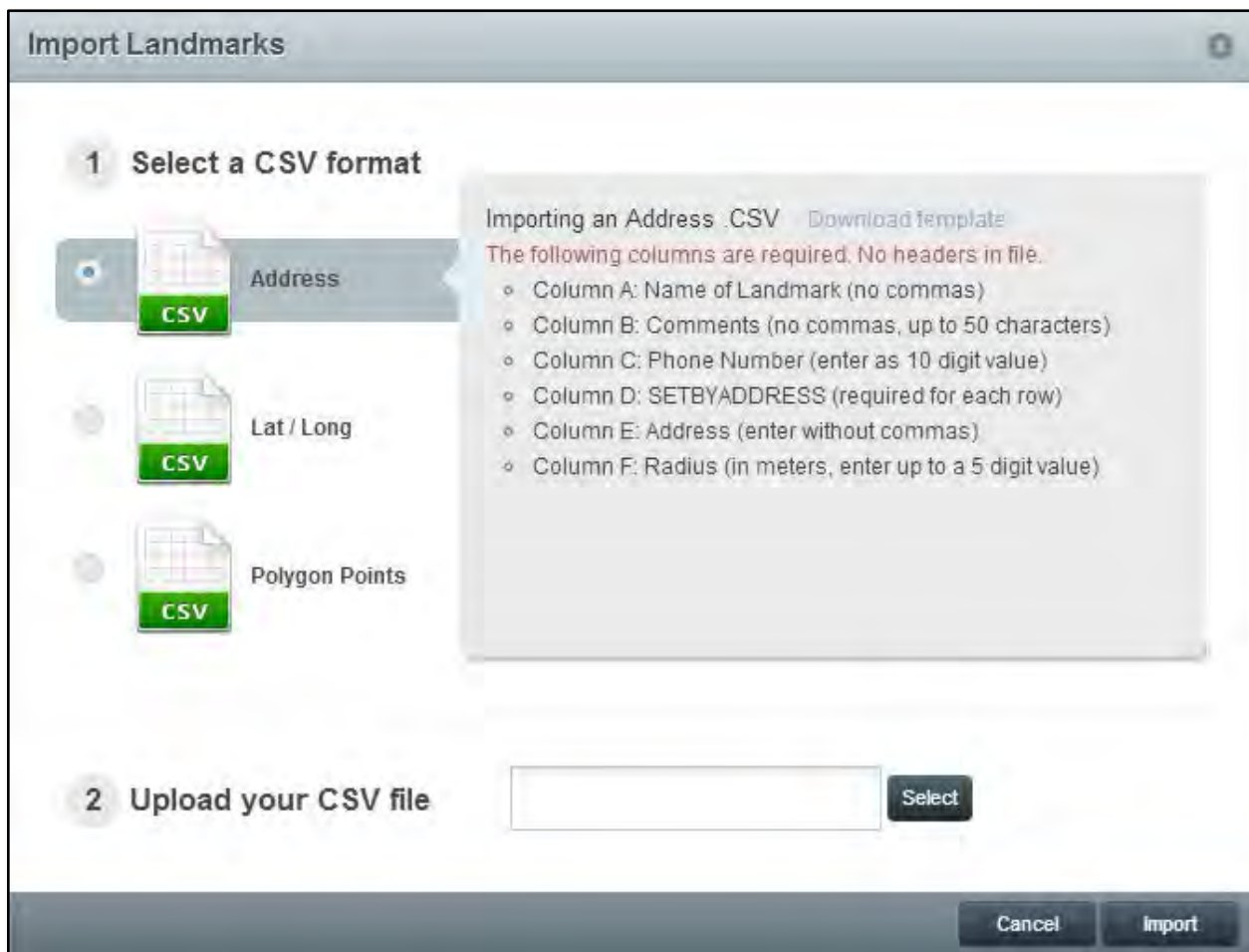
5. Click **Save**
6. Click **Delete** to permanently remove the landmark from the system

Importing Landmarks

1. Select **Landmarks** from the left side
2. Click **Import**



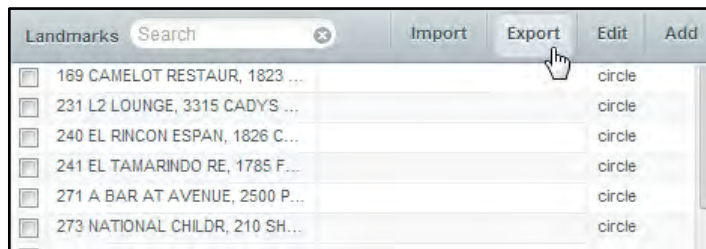
3. This opens the **Import Landmarks** window
4. Select a **CSV Format**
5. Follow the formatting guidelines displayed in the window
6. Select the CSV file using the **Select** button under step 2



7. Click **Import**

Exporting Landmarks

1. Select **Landmarks** from the left side
 - a. If no landmarks are selected, all landmarks will be exported
2. Click **Export**
3. This will automatically export a CSV of all the landmarks currently displayed
 - a. If the checkboxes have been used to select multiple landmarks, only those landmarks will be exported



Bulk Editing Landmarks

1. Select **Landmarks** from the left side
2. Click the checkboxes next to all landmarks to be edited, then click **Edit**



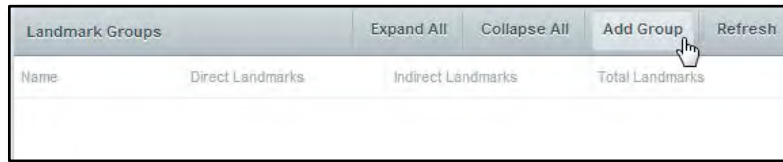
3. This opens the **Bulk Edit Landmarks** window
4. From this window, **Group**, **Shape** and **Radius** can be changed for all selected landmarks



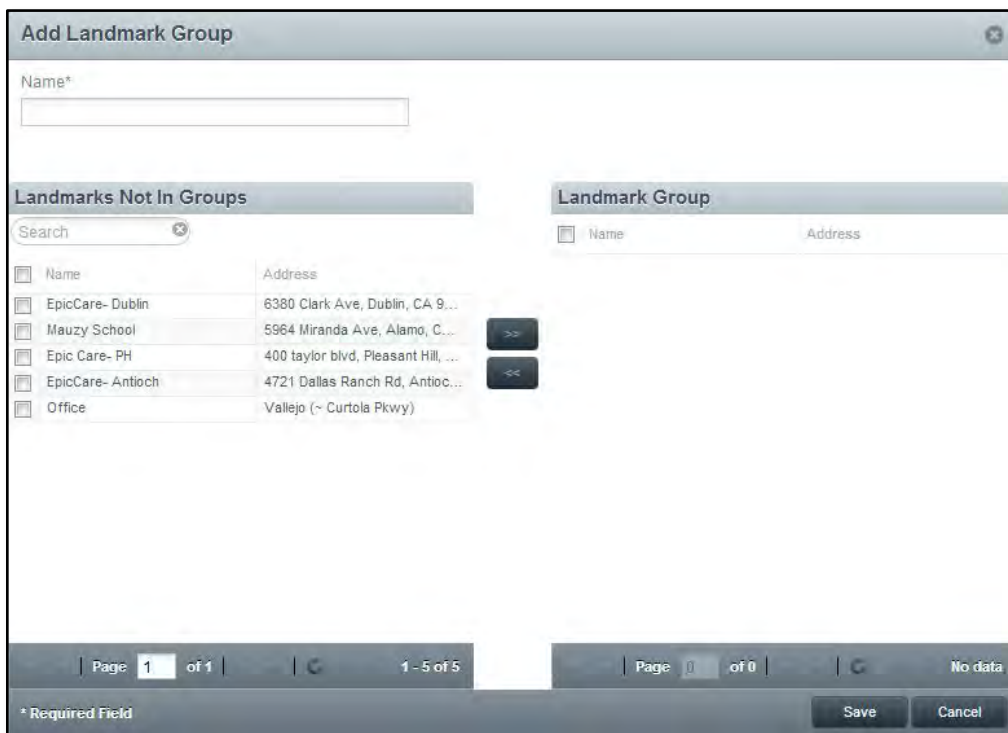
5. Click **Save**

Creating a Landmark Group

1. Select **Landmark Groups** from the left side
2. Click **Add Group**



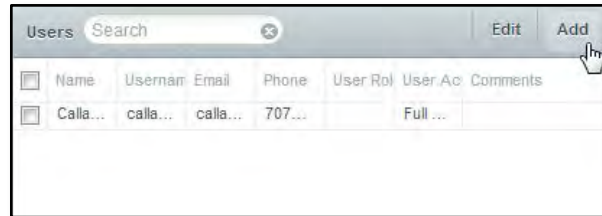
3. This opens the **Add Landmark Group** window
4. Name the new **Landmark Group**
5. Use the checkboxes to select all landmarks to be put in the new group
6. Click the right-facing arrow to move the selected landmarks into the new group



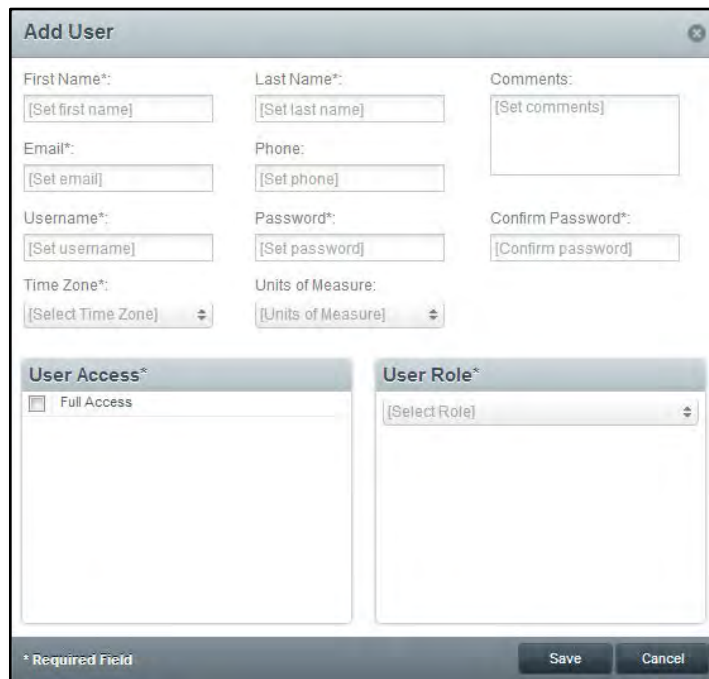
7. Click **Save**

Creating a User

1. Select **Users** from the left side
2. Click **Add**



3. This opens the **Add User** window
4. Fill out the required fields, marked with a *
5. Fill out the remaining fields and assign a **User Access** and **User Role**



Add User

First Name*: [Set first name] Last Name*: [Set last name] Comments: [Set comments]

Email*: [Set email] Phone: [Set phone]

Username*: [Set username] Password*: [Set password] Confirm Password*: [Confirm password]

Time Zone*: [Select Time Zone] Units of Measure: [Units of Measure]

User Access* **User Role***

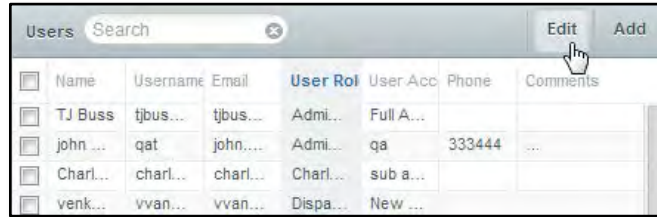
Full Access [Select Role]

* Required Field Save Cancel

6. Click **Save**

Editing a User

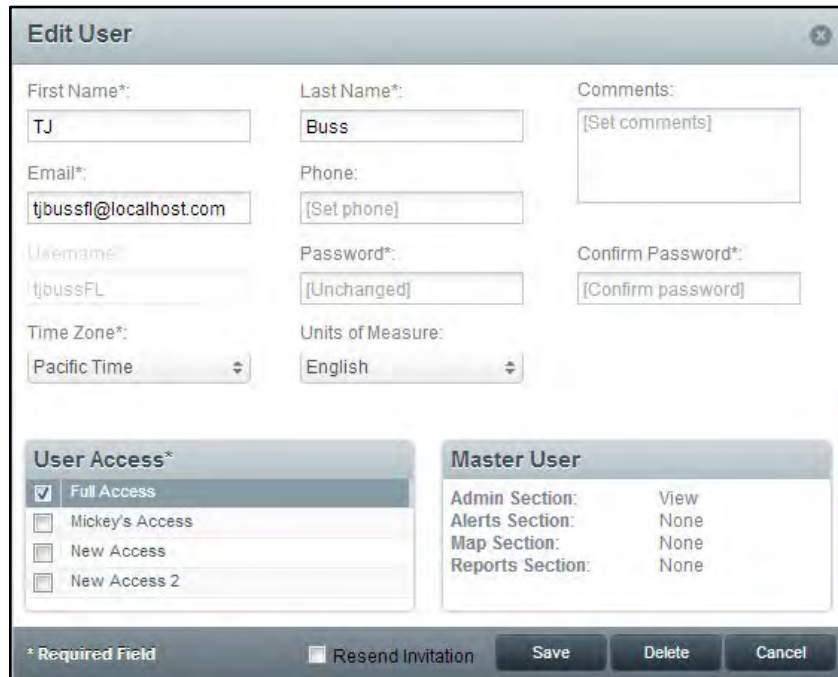
1. Select **Users** from the left side
2. Double-click the user to be edited, or click the checkbox next to the user to be edited and click **Edit**



A screenshot of a web application interface showing a table of users. The table has columns for Name, Username, Email, User Role, User Acc, Phone, and Comments. The 'Edit' button is highlighted with a mouse cursor.

<input type="checkbox"/>	Name	Username	Email	User Rol	User Acc	Phone	Comments
<input type="checkbox"/>	TJ Buss	tjbus...	tjbus...	Admi...	Full A...		
<input type="checkbox"/>	john ...	qat	john,...	Admi...	qa	333444	...
<input type="checkbox"/>	Charl...	charl...	charl...	Charl...	sub a...		
<input type="checkbox"/>	venk...	vvan...	vvan...	Dispa...	New ...		

3. This opens the **Edit User** window
4. All fields can be edited, but the fields marked with a * must contain valid information



A screenshot of the 'Edit User' window. It contains several input fields for user information, a list of user access levels, and a section for master user permissions. The 'Save' button is highlighted.

Edit User

First Name*: TJ
Last Name*: Buss
Comments: [Set comments]

Email*: tjbusffl@localhost.com
Phone: [Set phone]

Username*: tjbusFL
Password*: [Unchanged]
Confirm Password*: [Confirm password]

Time Zone*: Pacific Time
Units of Measure: English

User Access*

- Full Access
- Mickey's Access
- New Access
- New Access 2

Master User

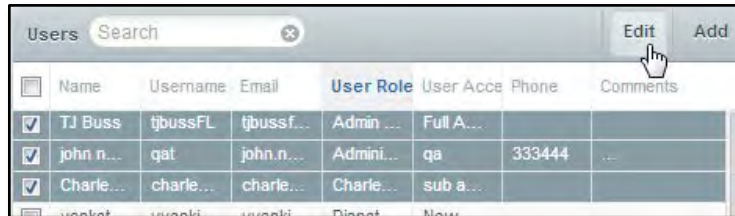
Admin Section: View
Alerts Section: None
Map Section: None
Reports Section: None

* Required Field Resend Invitation Save Delete Cancel

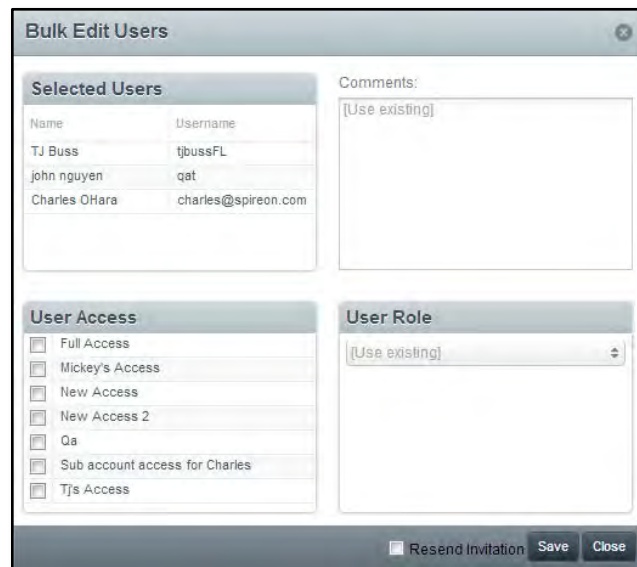
5. Click **Save**

Bulk Editing Users

1. Select **Users** from the left side
2. Click the checkboxes next to all users to be edited, then click **Edit**



3. This opens the **Bulk Edit Users** window
4. From this window, **User Access** and **User Role** can be changed for all selected users

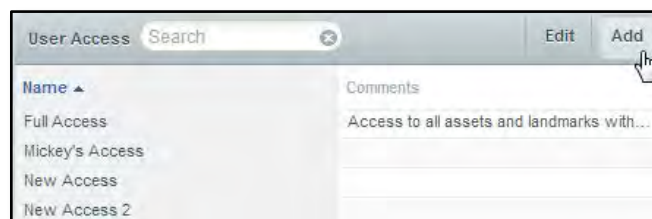


5. Click **Save**

Adding a User Access

A User Access determines which vehicles and/or landmarks a user has access to

1. Select **User Access** from the left side
2. Click **Add**



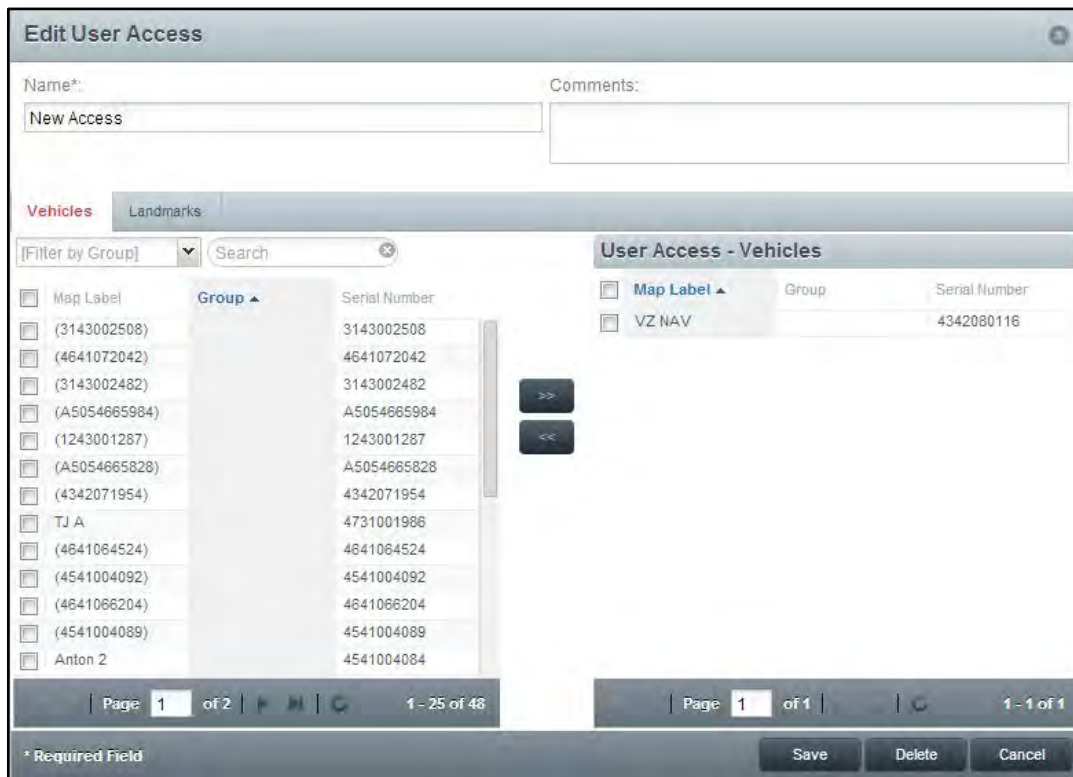
3. This opens the **Add User Access** window
4. Choose a name for the new User Access
5. The **Vehicles** tab lists all vehicles available and can be searched or filtered by group
6. Use the checkboxes to select any vehicles to be included
7. Click the right-facing arrow to add those vehicles
8. The **Landmarks** tab lists all landmarks available and can be searched or filtered by group
9. Use the checkboxes to select any landmarks to be included
10. Click the right-facing arrow to add those landmarks

11. Click **Save**
12. The new User Access will now display in the list and can be assigned to users

Editing a User Access

1. Select **User Access** from the left side
2. Double-click the access to be edited, or click the checkbox next to one of the accesses listed, then click **Edit**

3. This opens the **Edit User Access** window
4. From this window, all elements of the selected User Access can be edited

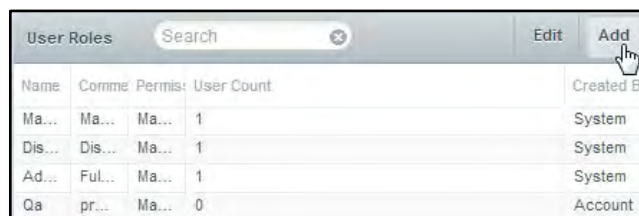


5. Click **Save**

Adding a User Role

A User Role determines what a user can view and/or modify with the vehicles and landmarks they have access to

1. Select **User Roles** from the left side
2. Click **Add**



3. This opens the **Add User Role** window
4. Enter a **Name** for the User Role

5. Select a role in the **Start From** dropdown, or leave the dropdown at **[Custom]** to create a role from scratch
 - a. Manager – can **Modify** the Map, Alerts and Reports sections
 - b. Dispatcher – can **Modify** the Map and Alerts sections
 - c. Administrator – can **Modify** all sections
6. Default roles cannot be edited
7. If you create a role from scratch, there are the following options for the **Map, Alerts, Reports** and **Admin** sections:
 - a. **None** – the user will not see the section when they log in, they cannot view or modify any information within that section
 - b. **View** – allows the user to view the selected section, but they cannot modify any data
 - c. **Modify** – allows the user to view and modify data within the selected section

8. Click **Save**

Editing a User Role

1. Select **User Roles** from the left side
2. Double-click the User Role to be edited, or Click the User Role to be edited, then click **Edit**

User Roles				
Name	Comments	Permissions	User Count	Created By
Manager	Manager	Map Section:Modify, Dash...	1	System
Dispatcher	Dispatcher	Map Section:Modify, Dash...	1	System
Administrator	Fully-permitted ...	Map Section:Modify, Dash...	1	System
Qa	production ...	Map Section:Modify, Alert...	0	Account

3. This opens the **Edit User Role** window
4. From this window, all elements of the selected User Role can be edited

5. Click **Save**

Removing a Recipient

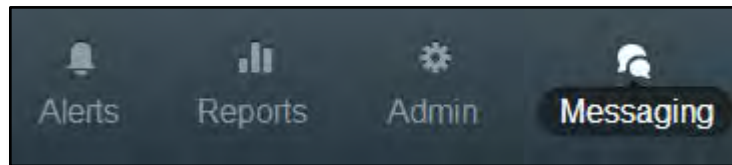
1. Select **Recipients** from the left, then enter the email address or mobile number of the recipient you wish to remove

2. Use the **Delete** icon (⊖) to remove the email address or mobile number from the recipient list of any listed alerts or reports

Report / Alert	Report / Alert Type	Report / Alert Name
Alert	Unauthorized Movement Alert	14-1.5 unauthorized
Alert	Low Battery Alert	PSI_reg 14-3.5
Alert	Landmark Arrival/Departure Alert	PSI-14-3.5-2-2
Alert	Unauthorized Movement Alert	PSI 14 2 5 2 10

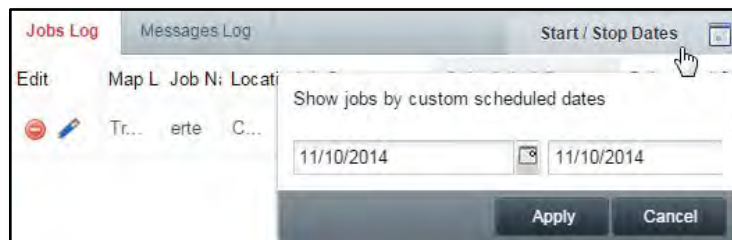
Messaging Tab

A **Messaging** tab has been added to user accounts that have Messaging-enabled vehicles. This new tab allows you to send jobs to a user's Garmin device.

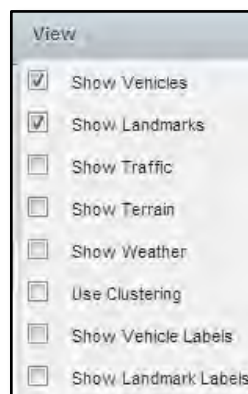


Changing the Map View

1. Use the **Start/Stop Dates** option at the top of the **Jobs Log** and **Messages Log** to specify a date range. Only messaging data from the selected date range will display on the map and in the **Jobs** and **Messages Log**

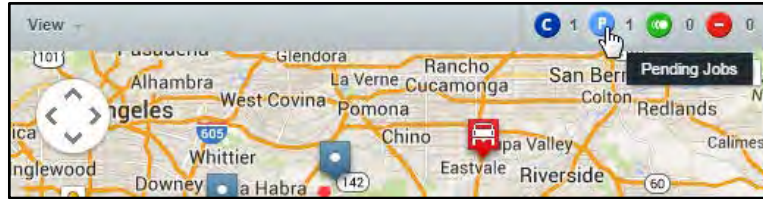


2. Click **Apply**
3. Select the **View** dropdown from the upper left corner of the map



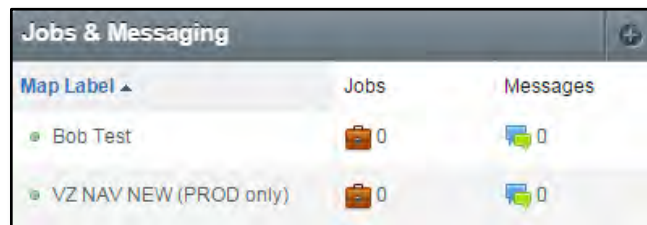
2. Use the checkboxes to select the level of detail displayed on the map
 - a. **Show Vehicles** – shows vehicles on the map
 - b. **Show Landmarks** – shows landmarks on the map
 - c. **Show Traffic** – shows current traffic information, which may not match conditions at the time a route was taken
 - d. **Show Terrain** – shows terrain information
 - e. **Show Weather** – shows current weather information, which may not match conditions at the time a route was taken

- f. **Use Clustering** – displays vehicles in small groups that will separate when a user zooms in
 - g. **Show Vehicle Labels** – shows vehicle label information on the map
 - h. **Show Landmark Labels** – shows landmark label information on the map
4. The job icon legend is at the top right of the map. Hovering over an icon will show text specifying which job status that icon represents

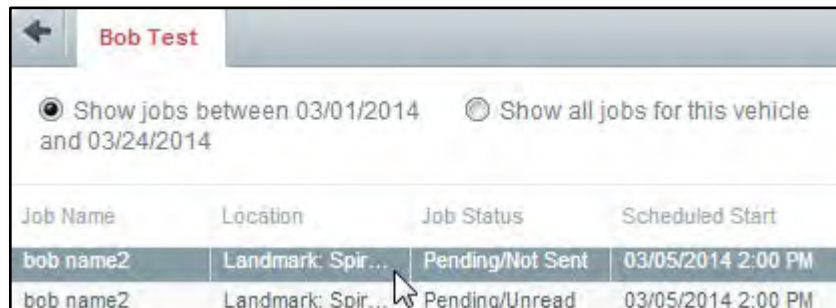


Jobs & Messaging Control Panel


1. The **Jobs & Messaging** control panel is located to the left of the map and displays all jobs scheduled during the selected date range
2. Under the **Map Label** column, the circle icon indicates whether the Garmin device is powered on (green) or off (red)

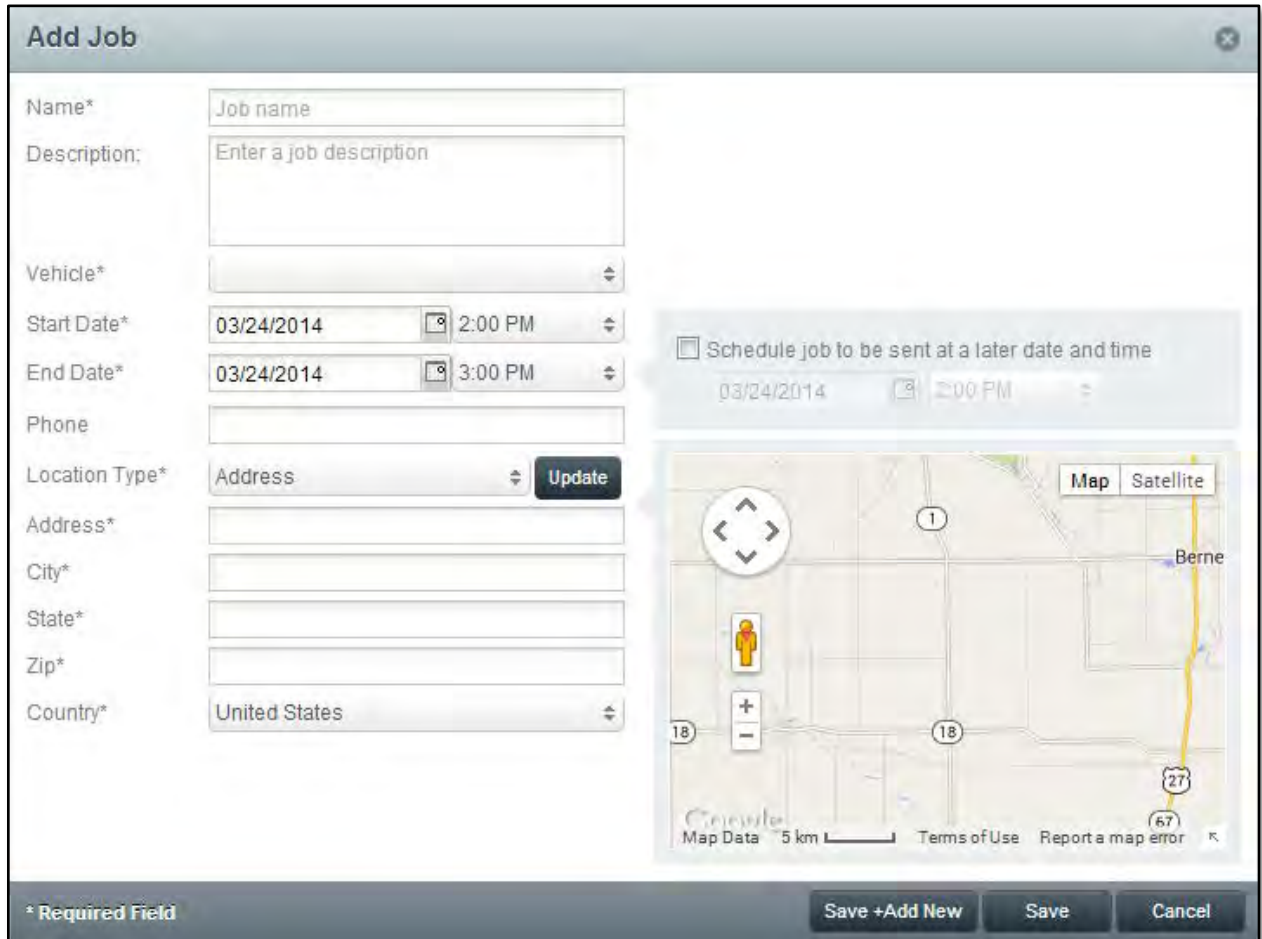


3. Double-clicking a vehicle will open that vehicle's job history. By default, only jobs within the **Start/Stop Dates** will display, but you can choose to display all jobs for the selected vehicle
4. Selecting a job from the history will re-center the map to that job's location



Adding a Job

1. In the **Jobs & Messaging** control panel on the left side, click the  in the upper right to open the **Add Job** window



Add Job

Name*

Description:

Vehicle*

Start Date*

End Date*

Phone

Location Type*

Address*

City*

State*

Zip*

Country*

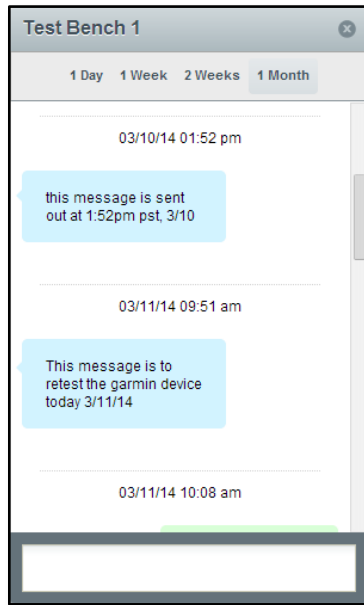
Schedule job to be sent at a later date and time
03/24/2014

* Required Field

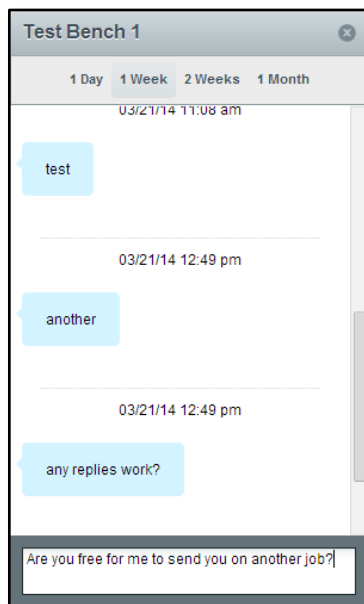
2. Fill out the required fields, marked with a *
 - a. Use the checkbox above the map to schedule the job to be sent at a later date and time
 - i. Note: The selected delivery date must be before the selected start date
3. Click **Save + Add New** to save this job and add another, or click **Save** to save the current job

Sending a Message

1. In the **Jobs & Messaging** control panel on the left side, click the **Create a new message** icon (📧) next to the vehicle you need to send a message to
2. This will open a window containing all messages sent to or received from the selected vehicle







- a. This window can be modified to display messages from the past **1 Day**, **1 Week**, **2 Weeks**, or **1 Month**
3. Use the text field at the bottom of the window to send new text messages to the selected vehicle

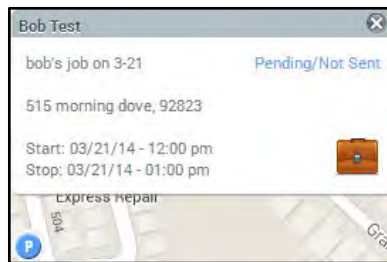


Jobs Log

1. The **Jobs Log** is located below the map and displays all jobs scheduled during the selected date range (as defined by the **Start/Stop Dates** option at the top right of the map)

Jobs Log		Messages Log	Import Export				
Edit	Map Label	Job Name	Job Status	Location	Scheduled Start	Scheduled Stop	Date Created
 	Bob Test	test job	Pending/Not Sent	Landmark...	03/12/2014 2:00 PM	03/12/2014 3:00 PM	03/12/2014 1:23 PM
 	Bob Test	bob name2	Pending/Not Sent	Landmark...	03/05/2014 2:00 PM	03/05/2014 3:00 PM	03/05/2014 3:13 PM

2. Selecting a job from the **Jobs Log** will re-center the map on that job's location and display job details



Editing or Deleting Jobs

1. Jobs can be edited or deleted using the **Delete job** () and **Edit job** () buttons to the left of each job
2. Click the **Edit job** button will open the **Edit Job** window

Edit Job

Name*

Description:

Vehicle*

Start Date*

End Date*

Phone

Location Type*

Address*

City*

State*

Zip*

Country*

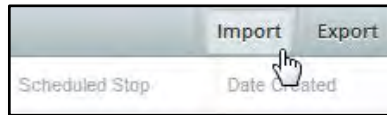
Schedule job to be sent at a later date and time
03/24/2014

* Required Field

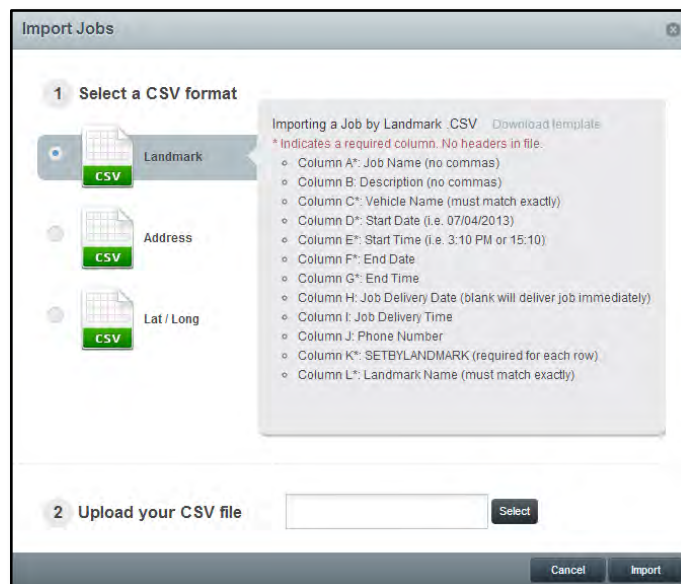
- a. From this window, all fields of the job can be edited
 - i. Note: The **Start Date** cannot occur before the current date
- b. Click **Save**

Importing Jobs

1. Click **Import** in the upper right of the **Jobs Log** to open the **Import Jobs** window



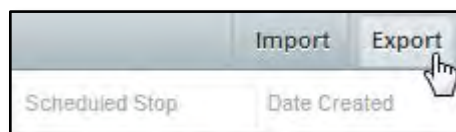
2. Select a **CSV Format**
3. Follow the formatting guidelines displayed in the window
4. Select a CSV file using the **Select** button under step 2



5. Click **Import**

Exporting Jobs

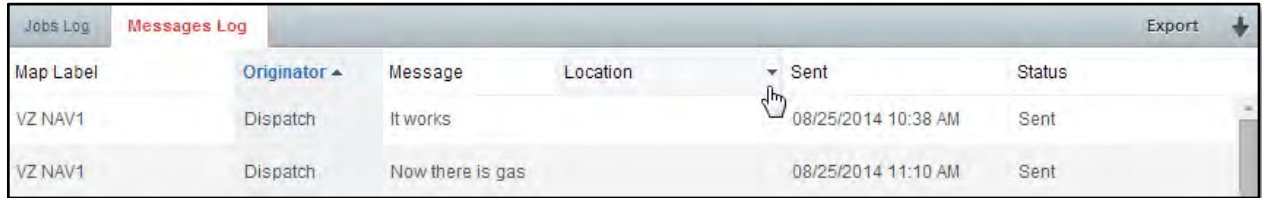
1. Click **Export** in the upper right of the **Jobs Log**



2. This will automatically export all jobs currently displayed in the **Jobs Log** as a CSV file

Messages Log

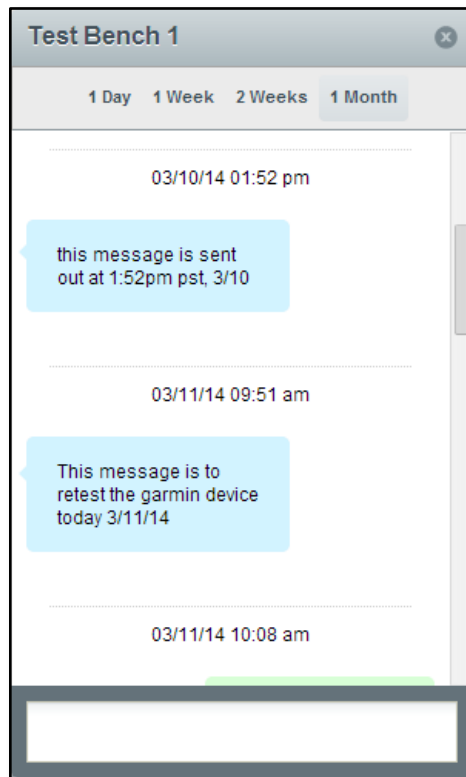
1. The **Messages Log** is located below the map and displays all messages sent to vehicles during the selected date range (as defined by the **Start/Stop Dates** option at the top right of the map)



Map Label	Originator	Message	Location	Sent	Status
VZ NAV1	Dispatch	It works		08/25/2014 10:38 AM	Sent
VZ NAV1	Dispatch	Now there is gas		08/25/2014 11:10 AM	Sent

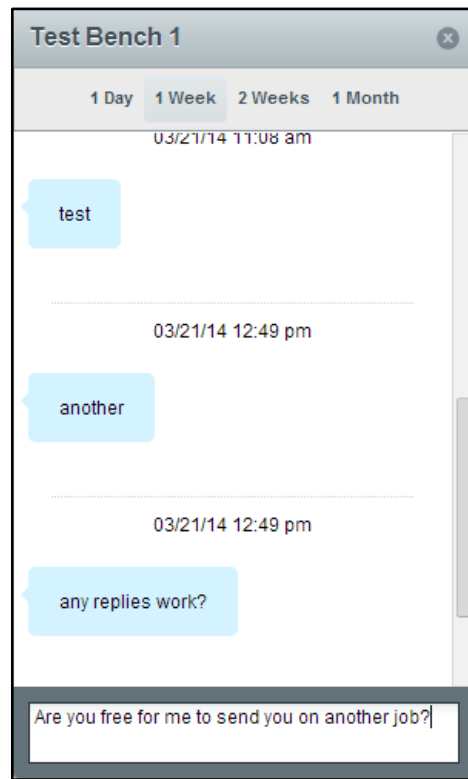
Viewing Message History and Sending Messages

1. Double-clicking a message from the **Messages Log** will open a window containing all messages sent to or received from the selected vehicle



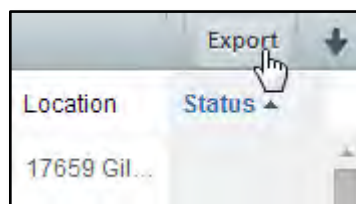
2. This window can be modified to display messages from the past **1 Day**, **1 Week**, **2 Weeks**, or **1 Month**

3. Use the text field at the bottom of the window to send new text messages to the selected vehicle



Exporting Messages

1. Click **Export** in the upper right of the **Messages Log**



2. This will automatically export all messages currently displayed in the **Messages Log** as a CSV file



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