



Customer Companies: Administration: Companies

- Breaks fleets down into separate companies.
- Where you would go to create a new account underneath the current one.



Fleet Management: Administration: Vehicle Fleet

- Used for setting up fleets (groups of vehicles).



Driver Management: Administration: Drivers

- Used for setting up your drivers contact information.



Vehicles: Administration: Vehicles

- This function shows you the modem ID, name of vehicle/equipment operator, description (optional) what fleet it belongs to, what driver and the company.
- To move a vehicle from one fleet/company to another, select it and change the settings to match what you need.



Users Management: Administration: Users

- Used to set up login information (username and password)
- The first login is typically the Admin login that has access to everything.
- Additional logins may have restricted access (see groups)



Groups Management: Administration: User Groups

- This function is used to set up what access rights are available.
- Users are part of a group, which determines their access rights



Devices: Administration: Devices

- This screen shows you the device type, the vehicle attached to the device, the company and creation date.



Alerts Management: Administration: Alerts

- Used to set up alerts. Naming, type of alert, who the alerts being emailed to, active period, and the status of the alert.



Reports: Administration: Reports

- Used to set up reports. Naming reports, type of report, who the report will be emailed to, sending day, frequency and last monitored.
- FYI- 'sending day' can only be used on a weekly or monthly schedule.



Costs Management: Administration Costs Settings

- Used to set up your cost analysis reports.
 - Average vehicles miles per gallon
 - Cost of fuel per gallon
 - Equivalent idle minutes per mile. (how long you have to idle to burn the same amount of fuel as traveling one mile. Typically 15 min.
 - Vehicles Monthly Cost
 - Number of work days in a month
 - Number of hours in a work day
 - Hourly rate for crew
 - Percentage of pay for crew overhead. (accounting depts. may know the hours- otherwise don't worry about this function)



Maintenance Settings: Administration Maintenance

- Used to set up your maintenance reports.
 - Name (expl: Robs Car, Flatbed, Dodge Intrepid)
 - From Company (expl: Procon)
 - Fleet
 - Maintenance type (expl: general maintenance)
 - Conditions:
 - Miles Frequency
 - Miles Threshold
 - AND/OR
 - Date Frequency (months)
 - Date Threshold (months)
 - AND/OR
 - Engine hours frequency
 - Engine hours threshold



Vehicles: Administration Vehicles' Maintenance

- This function is used to keep record of your vehicles maintenance.
 - Maintenance Type
 - Last Maintenance (Odo)
 - Last Maintenance (Date)
 - Last Maintenance (Engine Hours)
 - Comments