

Setting up your GPS Tracking

Now that you have completed a training session, the next step is to set up your account.

Set-up You Can Do Prior to Installation

1. Add Users
 - Set user Time zones
 - Set user Permission Levels
 - Set up user Alerts and Preferences, or allow users to set their own
2. Set up your Alerts
3. Create Categories (groups to organize your Fleet)
 - Assign which Users can see which Categories
 - Assign devices to the appropriate Category(s)
4. Enter Account Settings Preferences and Alert Thresholds
 - Idle
 - Stop
 - Speed
5. Create Geofences
6. Enter Drivers
 - Set up Driver Alerts
 - Assign Driver Keys (Driver ID Reader system only)
7. Set Up Scheduled Reports
8. Customize Advanced Dashboard
9. Create an Operating Schedule (to be used for After Hours and Stop Alerts)

After Installation

1. Name Devices
 - Enter Vehicle Info and device Time zone
 - Enter Device Odometer
2. Enter Maintenance tasks (ensure Odometer has been set first)
3. Assign Drivers to Devices