

Attributes allow you to add custom, descriptive properties to your drivers. You can then use attributes as labels on reports and filters on maps and dashlets.

## EXAMPLE

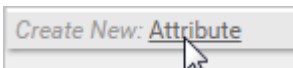
Company XYZ keeps a record of its drivers' Commercial Driver's Licenses (CDL) endorsements. Each driver is assigned a "CDL Endorsement" attribute with values for "A, F, H, N, P, S, T, V, X." The owner uses this information when exporting driver information.

### ► To create and assign driver attributes:

1. From the portal, click the **Account** menu, click **Manage Drivers**, and click **Describe with attributes**.

The Manage Attributes page opens in a new browser tab.

2. At the bottom of the Attribute Definitions grid, click **Attribute** next to Create New.



The Add New Attribute screen window appears.

3. Set the different properties for the attribute:
  - **Attribute Name:** Enter the user-friendly identifier for the attribute (e.g., CDL Endorsements).
  - **Attribute Type:** Select the check box(es) for each type this attribute supports (e.g., Users, Vehicles, Drivers, Landmarks, Hierarchy). For example, an ice cream company may add a "Flavor" attribute that applies to 1) the *vehicles* that transport certain flavors and 2) the ice cream factories (*landmarks*) that produce certain flavors.
  - **Value Type:** Choose the data type that is allowed for this attribute. In the Company XYZ example, we chose Alphanumeric so that we can use free-form text to describe the available values (A, F, H, N, P, S, T, V, X).



**Note.** The Alerts, Emails, and Timezone value types are typically used with the **Hierarchy attribute** type.

- **Treat as Category:** Select this box if you want to create a list of values from which to choose when applying this attribute to drivers. In the Company XYZ example, there are a limited number of CDL endorsements, so we set this up as a category.  
The following figures show the result of setting up an attribute compared with an attribute treated as a category (a pre-defined list of values) when assigning it to a vehicle:

Driver	CDL Endorsement
Adamthwaite, James JBA595	
Anderson, Alena	

VS

Driver	CDL Endorsement
Adamthwaite, James JBA595	<input type="checkbox"/> A <input type="checkbox"/> F <input type="checkbox"/> H <input type="checkbox"/> N <input type="checkbox"/> P <input type="checkbox"/> S <input type="checkbox"/> T <input type="checkbox"/> V <input type="checkbox"/> X
Anderson, Alena	<input type="checkbox"/> A <input type="checkbox"/> F <input type="checkbox"/> H <input type="checkbox"/> N <input type="checkbox"/> P <input type="checkbox"/> S <input type="checkbox"/> T <input type="checkbox"/> V <input type="checkbox"/> X




**Note.** Using a pre-defined list makes it less likely for typos or other errors when adding an attribute to a query.

- **Account Visibility:** Select the check box(es) if you want other portal users on your account to see and use this attribute and/or edit this attribute.

4. Click **Save Attribute**.

### Information on Attribute

<b>Attribute Name</b>	CDL Endorsement
<b>Attribute Type</b> <i>What kinds of things does this attribute describe?</i>	<input type="checkbox"/> Users <input type="checkbox"/> Vehicles <input checked="" type="checkbox"/> Drivers <input type="checkbox"/> Landmarks <input type="checkbox"/> Hierarchy
<b>Value Type</b> <i>What type of data will be used to describe things?</i>	<input type="radio"/> Alerts <i>Emails or text numbers</i> <input checked="" type="radio"/> Alphanumeric <i>Words or sentences</i> <input type="radio"/> Date <i>Date only</i> <input type="radio"/> Date+time <i>Specific date and time</i> <input type="radio"/> Decimal <i>Decimal numbers</i> <input type="radio"/> Emails <i>One or more emails</i> <input type="radio"/> Integer <i>Whole numbers</i> <input type="radio"/> Timezone <i>Timezone only</i>
<b>Treat as Category</b> <i>Enter each pre-set value separated with commas.</i>	<input checked="" type="checkbox"/> Values will all be from a pre-set list <div style="border: 1px solid gray; padding: 5px; min-height: 40px;">A, F, H, N, P, S, T, V, X</div> <input type="checkbox"/> Allow multiple selections from this list
<b>Account Visibility</b>	<input type="checkbox"/> Allow other users to see / use <input type="checkbox"/> Allow other users to edit
<b>Save Attribute</b> 	

Link: <https://help.gpsinsight.com/docs/about-attributes/using-driver-attributes/> Last Updated: June 3rd, 2016

- From the Attribute Definitions grid, click the green check mark icon(s) (e.g., Driver) to assign values.



- From the Assign Driver Attributes grid, set the attribute value for each driver that you want to assign. Values are automatically saved when you either make a selection (for pre-defined lists) or click/tab outside of the field (for text entry).

### Assign Driver Attributes: CDL Endorsement ↻

Assign values (alphanumeric) to drivers for the CDL Endorsement attribute.  Tab Vertically

Blocked Phone Numbers:  Driver Group: ALL DRIVERS Search:  \* for wildcard filter

Page: 1-20 / 21-40 / 41-60 / 61-80 / 81-96 Show All 96:

Driver	CDL Endorsement
Adamthwaite, James JBA595	<input type="checkbox"/> A <input type="checkbox"/> F <input type="checkbox"/> H <input type="checkbox"/> N <input type="checkbox"/> P <input checked="" type="checkbox"/> S <input type="checkbox"/> T <input type="checkbox"/> V <input type="checkbox"/> X
Anderson, Alena	<input type="checkbox"/> A <input type="checkbox"/> F <input type="checkbox"/> H <input type="checkbox"/> N <input type="checkbox"/> P <input type="checkbox"/> S <input type="checkbox"/> T <input type="checkbox"/> V <input type="checkbox"/> X

The attribute is now available to use on applicable **reports** and **dashlets**:

## Fleet Utilization Report »

Vehicle Group: ALL VEHICLES

Vehicle	Driver	Year Make Model	CDL Endorsement
FLYTRIP-21	Lewis, Kristin	2007 Honda Odyssey	A, P
James (PMP) 2008	not set	2002 Mitsubishi Montero	not set
Head Seat Belt Test	Anderson, Brent	2010 Lincoln Navigator	N
PMP (Ryan) Test - 20	not set	2012 Toyota Prius	not set
Ray Explorer (PMP) (10)	Russell, Ray	2012 Ford Explorer	P
Ryan (PMP) Test	Washington, George	Jag-Grand Cherokee	H, P, S

### Closest To

Select Group:  Search Proximity:

Attributes:

Select one or more as CDL Endorsement:

A  F  H  N  P  S  T  V  X

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**Closest To:**  
Address - Vehicle - Landmark - Lat, Lon

Address:   Add pin to map

Old Routing Engine