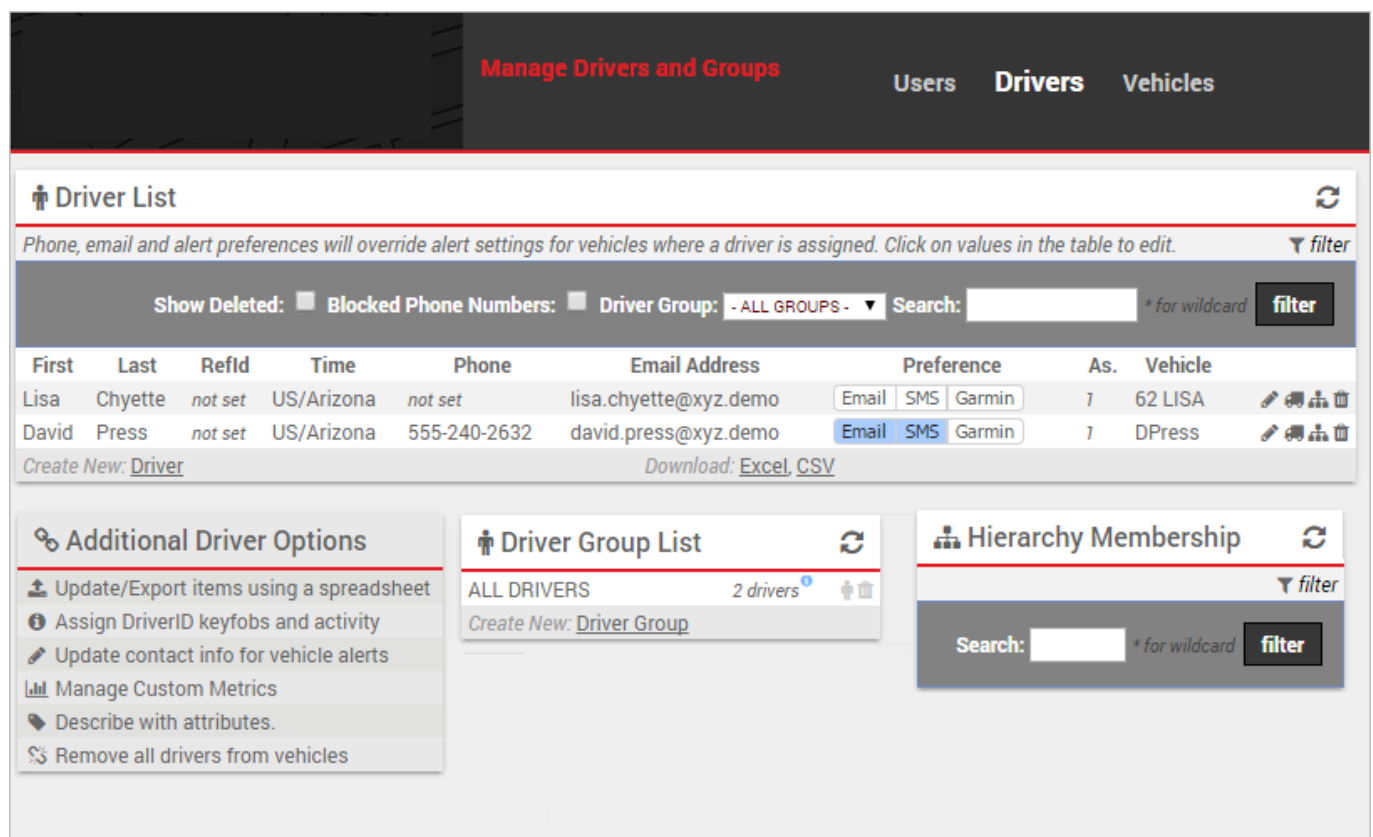


Link: <https://help.gpsinsight.com/docs/about-drivers/> Last Updated: October 18th, 2016

After you've registered vehicles within the GPS Insight portal, you can optionally set up drivers and link them to certain vehicles within your fleet to enhance your reporting and messaging options. It's also a good practice to create driver groups if you plan to limit which users can see data for certain drivers.



Note. You must have the Driver Admin permission enabled in the [User Access List](#) in order to manage users.



The screenshot shows the 'Manage Drivers and Groups' interface. At the top, there are navigation tabs for 'Users', 'Drivers', and 'Vehicles'. The main section is titled 'Driver List' and includes a refresh icon and a filter icon. Below the title, a note states: 'Phone, email and alert preferences will override alert settings for vehicles where a driver is assigned. Click on values in the table to edit.' There are checkboxes for 'Show Deleted' and 'Blocked Phone Numbers', a 'Driver Group' dropdown menu set to '- ALL GROUPS -', a search field, and a 'filter' button. The table below has columns for First, Last, Refid, Time, Phone, Email Address, Preference, As., and Vehicle. Two rows are visible: Lisa Chyette and David Press. Below the table are links for 'Create New: Driver' and 'Download: Excel, CSV'. On the left, there is a sidebar with 'Additional Driver Options' including: 'Update/Export items using a spreadsheet', 'Assign DriverID keyfobs and activity', 'Update contact info for vehicle alerts', 'Manage Custom Metrics', 'Describe with attributes', and 'Remove all drivers from vehicles'. In the center, there is a 'Driver Group List' section showing 'ALL DRIVERS' with '2 drivers' and a 'Create New: Driver Group' link. On the right, there is a 'Hierarchy Membership' section with a search field and a 'filter' button.