


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.

Manage Drivers and Groups

UsersDriversVehicles

Driver List

Phone, email and alert preferences will override alert settings for vehicles where a driver is assigned. Click on values in the table to edit.

Show Deleted: ☐ Blocked Phone Numbers: ☐ Driver Group: - ALL GROUPS - Search: * for wildcard filter

First	Last	Refid	Time	Phone	Email Address	Preference	As.	Vehicle
Lisa	Chyette	not set	US/Arizona	not set	lisa.chyette@xyz.demo	Email SMS Garmin	1	62 LISA
David	Press	not set	US/Arizona	555-240-2632	david.press@xyz.demo	Email SMS Garmin	1	DPress

Create New: [Driver](#) Download: [Excel](#), [CSV](#)

Additional Driver Options

Update/Export items using a spreadsheet

Assign DriverID keyfobs and activity

Update contact info for vehicle alerts

Manage Custom Metrics

Describe with attributes.

Remove all drivers from vehicles

Driver Group List

ALL DRIVERS 2 drivers

Create New: [Driver Group](#)

Hierarchy Membership

Search: * for wildcard filter