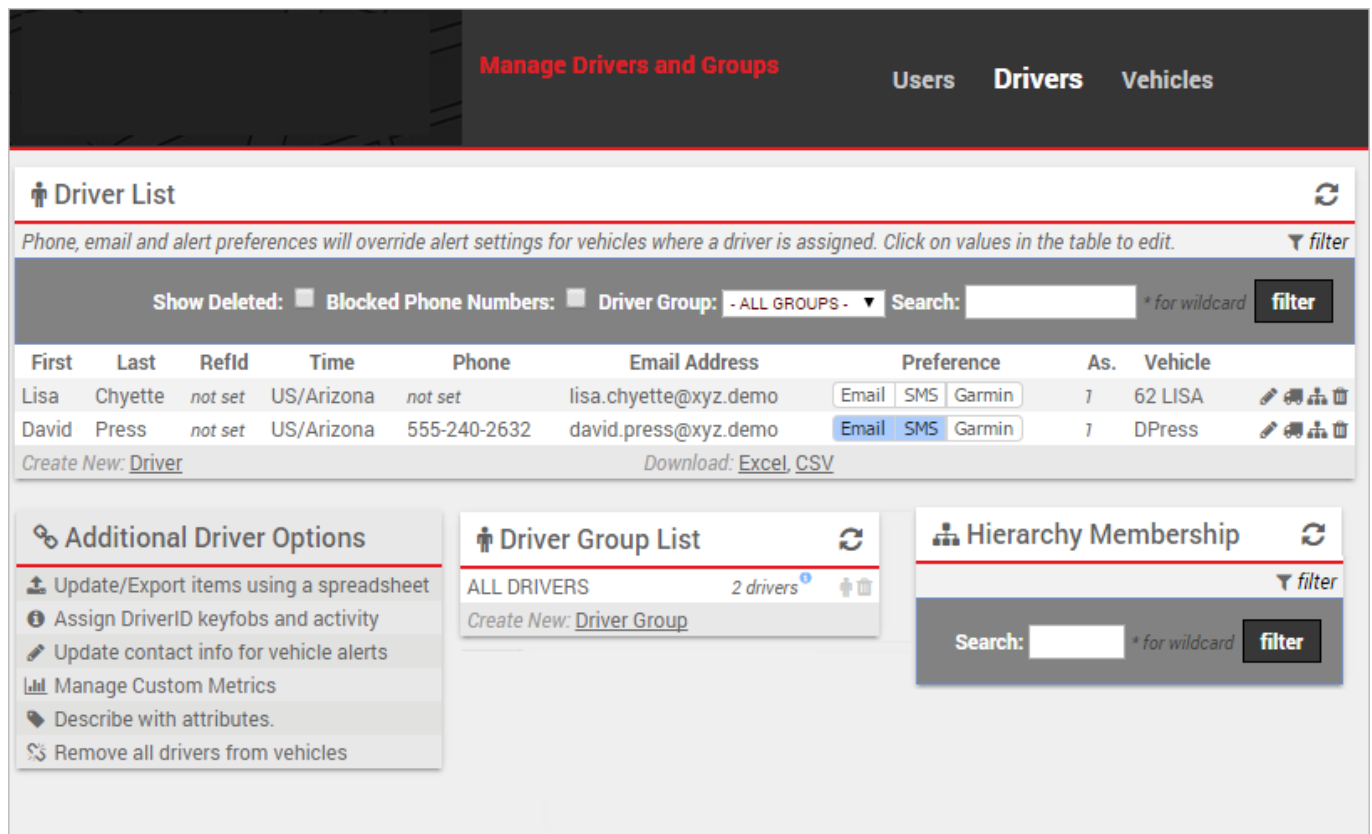


Link: <https://help.gpsinsight.com/docs/about-drivers/> Last Updated: October 18th, 2016

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'. Below this is a 'Driver List' section with a table of drivers. The table has columns for First Name, Last Name, Ref ID, Time, Phone, Email Address, Preference, As., and Vehicle. Two drivers are listed: Lisa Chyette and David Press. Below the table are options to 'Create New: Driver' and 'Download: Excel, CSV'. To the left of the table 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'. To the right of the table are two smaller sections: 'Driver Group List' showing 'ALL DRIVERS' with '2 drivers' and 'Hierarchy Membership' with a search bar and filter button.

First	Last	Refid	Time	Phone	Email Address	Preference	As.	Vehicle
Lisa	Chyette	not set	US/Arizona	not set	<a href="mailto:lisa.chyette@xyz.demo">lisa.chyette@xyz.demo</a>	Email SMS Garmin	7	62 LISA
David	Press	not set	US/Arizona	555-240-2632	<a href="mailto:david.press@xyz.demo">david.press@xyz.demo</a>	Email SMS Garmin	7	DPress