

Link: <https://help.gpsinsight.com/docs/about-gps-insight-manager/> Last Updated: February 3rd, 2023

The GPS Insight Manager app allows you to interact with your fleet from your mobile device. You can download the app from the [Apple App Store](#) or the [Google Play Store](#)

## Primary Features

Primary features include:



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- 1) **Map Preferences & Controls** – Set mapping preferences such as map type, overlays, etc.,
- 2) **Search bar** – Search for vehicles, assets, landmarks, or drivers on the map.
- 3) **Map** – View vehicle/asset/landmark/driver details on the map.
- 4) **Messaging** – Call or message a driver/vehicle.
- 5) **Profile** – Force a data refresh, provide feedback, or log out of the app from this screen.
- 6) **Filter** – Set filters for vehicles and assets (hierarchy, group, status), landmarks (group), drivers (hierarchy, group).

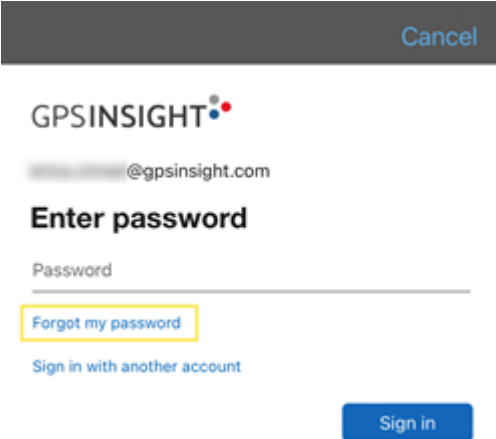
## Logging Into the App

The data in your GPS Insight Manager app is only accessible to users with a valid login (username and password combination). Your user profile determines your basic contact information, the vehicles, and groups you see. You can use the same user credentials that you use to log into the web version of the GPS Portal. Additionally, Fleet Managers or Administrators can require app users to reset their password upon login from the Portal.

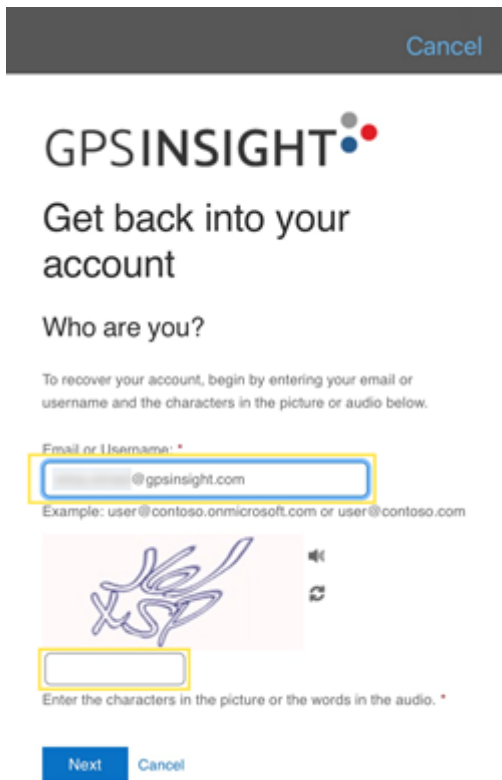
### To Reset Your Password or Obtain Your Username:

If you do not know your username and/or password, contact your GPS administrator, or request a password reset during the login process.

1. Enter your username and tap **Next**.
2. Tap **Forgot my password**.



3. Confirm and/or enter your username or email, enter the characters or words in the audio displayed on your device, then tap **Next**.



Cancel

## GPSINSIGHT

### Get back into your account

Who are you?

To recover your account, begin by entering your email or username and the characters in the picture or audio below.

Email or Username: \*

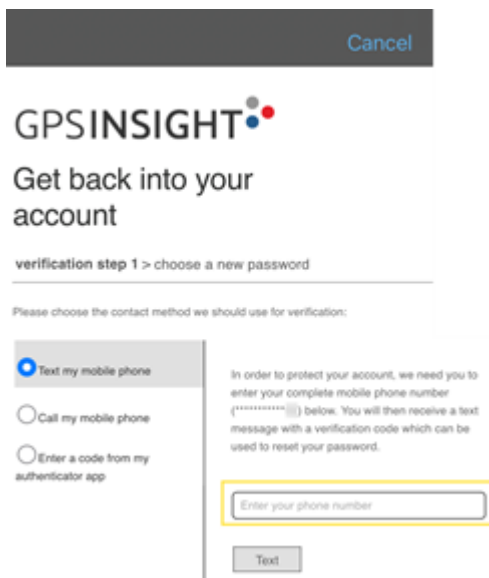
@gpsinsight.com

Example: user@contoso.onmicrosoft.com or user@contoso.com

Enter the characters in the picture or the words in the audio. \*

Next Cancel

4. Choose a method for verification (text/call mobile or a code from an authenticator app). If you have selected text/call from mobile, enter your phone number.



Cancel

## GPSINSIGHT

### Get back into your account

verification step 1 > choose a new password

Please choose the contact method we should use for verification:

Text my mobile phone

Call my mobile phone

Enter a code from my authenticator app


In order to protect your account, we need you to enter your complete mobile phone number (\*\*\*\*\* ) below. You will then receive a text message with a verification code which can be used to reset your password.

Enter your phone number

Text

If you selected text/call from mobile, a verification code is sent to your phone number. If you selected authenticator app, a verification code is supplied from your authenticator app.

5. Once you have received the code, enter the verification code and tap **Next**.
6. Enter your new password in the Enter new password field and again in the Confirm new password field, then tap **Finish**.



A page appears confirming your password was successfully reset.

7. Tap Click here to return to the login screen.

click here'." data-bbox="121 447 438 605"/>

## To Require User Password Reset from the Portal (for Managers and/or Administrators):

If you are an Administrator and/or a Manager with Admin/Manage permissions, you may use the Reset Password functionality in the Portal to require one or more GPS Insight Manager App users to reset their passwords upon login to the GPS Insight Manager App.

## Adding the Manager App Widget

You can add the Manager App widget to your Today screen of your mobile device. The widget provides you with a list of moving fleet vehicles and the closest address to each moving vehicle. Tap a vehicle from the list to open its location within the GPS Insight Manager app. This list updates each time you open your Today screen.

**Note.** Large fleet accounts may only see a partial list of moving vehicles. Tap **All Vehicles** to see all vehicles within the **Manager app**.

## To add the Today widget:

1. Tap the **Edit** button.
2. Tap the **Add** button for the Manager App.