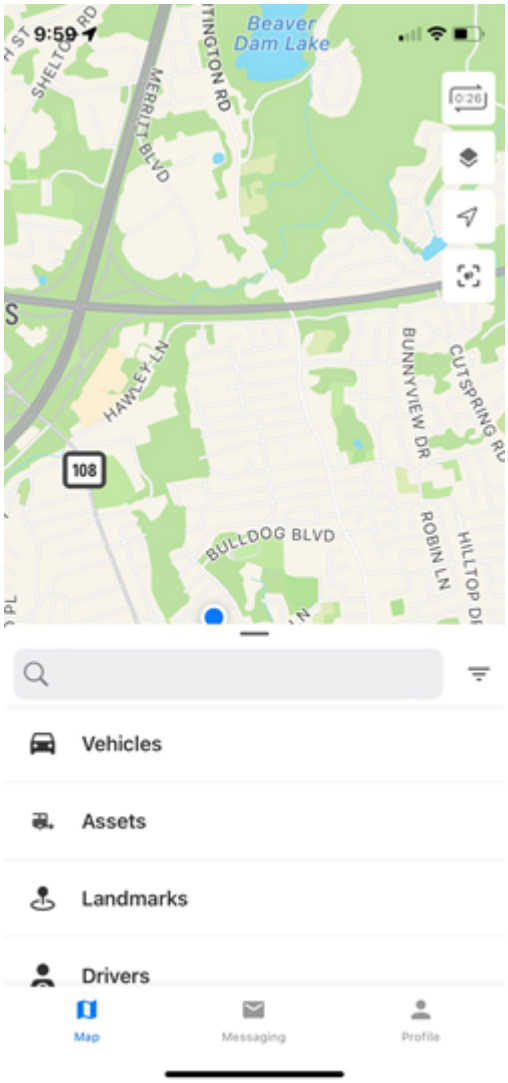
Manager App: Working with the Map

Link: https://help.gpsinsight.com/docs/about-gps-insight-manager/manager-app-working-with-the-map/ Last Updated: February 15th, 2023

From the Map page of the Manager App, you can view your vehicles, assets, landmarks, and drivers on a map. By default, the map focuses on all vehicles in your fleet when you first open the app. You are also given the option to search and/or expand your Map Lists (Vehicles, Assets, Landmarks, and Drivers).



Note. The Driver feature is available to Enterprise customers and customers with the Driver Management add-on only. Please contact your Account Manager if you would like to learn more.

Adjusting the Map

You can use the Map Overlay options (Vehicle, Assets, Landmark, and Driver) to see vehicles, landmarks, and drivers on the map or you can de-select one or all of these options to adjust what is shown on the map.

How to show vehicles, assets, landmarks, and drivers:

1. From the Map page, tap **Map Options**.

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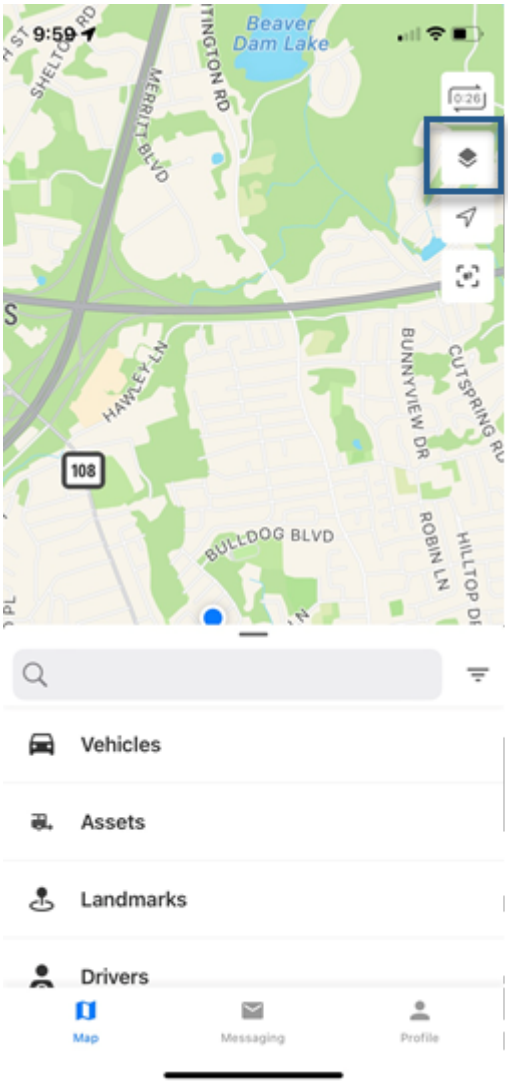
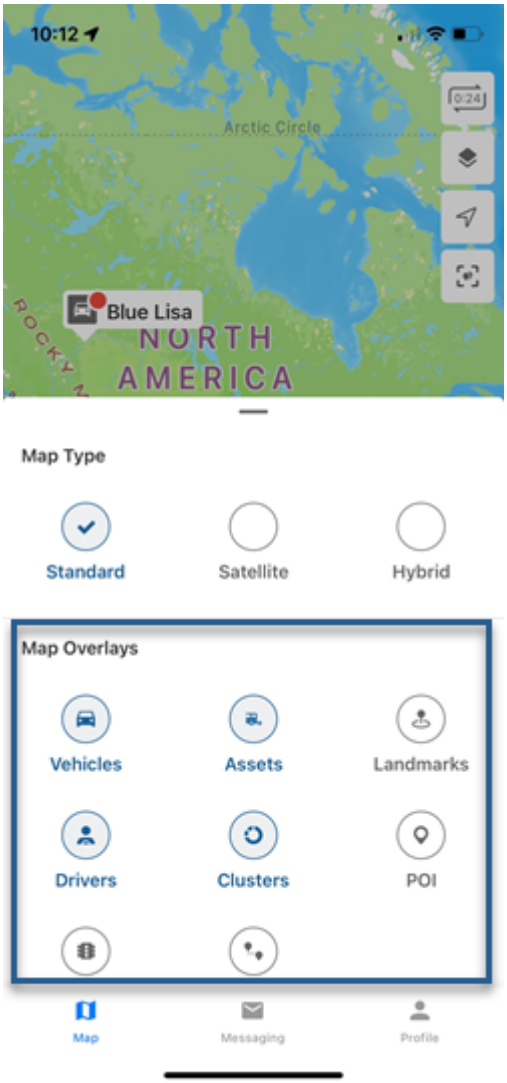


The Map options page appears.

2. Tap Vehicles, Assets, Landmarks, and/or Drivers overlays if you would like to view them on the map.



The icon turns blue to indicate the selected item will be shown on the map. The icon turns gray to indicate it will not appear on the map.

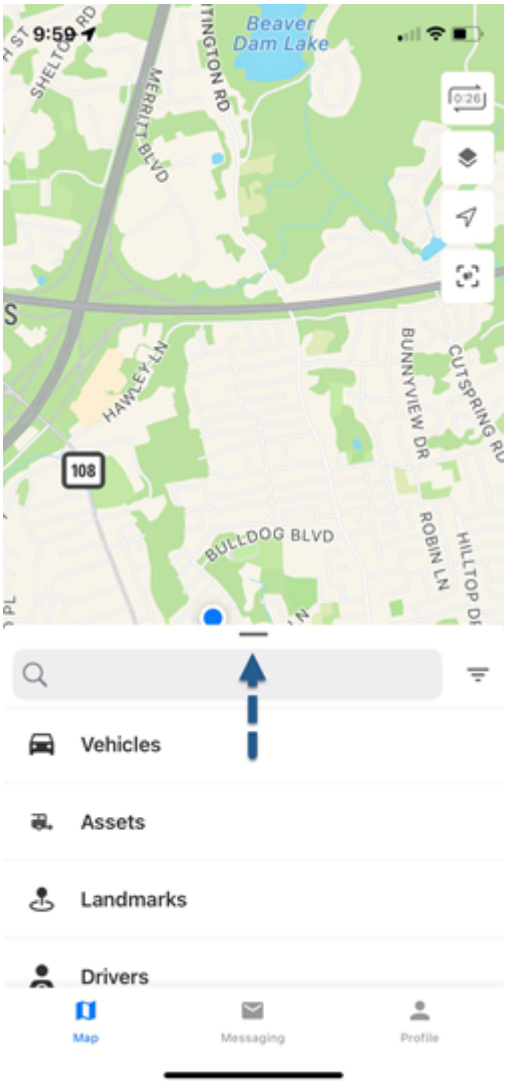
3. To toggle off a selected item, tap the icon again.

Viewing a Map List

You can view Map Lists from the Map page to view a list of your vehicles, assets, landmarks, or drivers and select a vehicle, asset, landmark, or driver to see the associated card and perform available actions (dependent on card type).

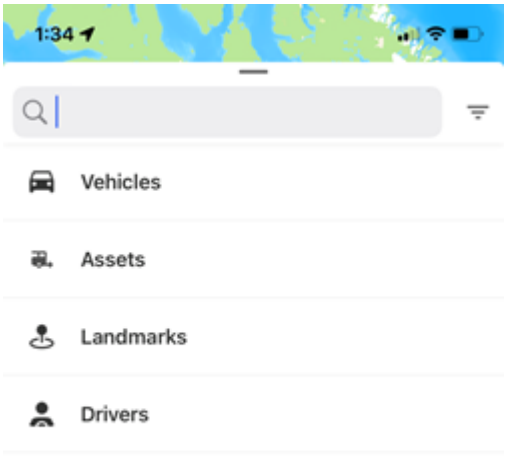
How to view a map list:

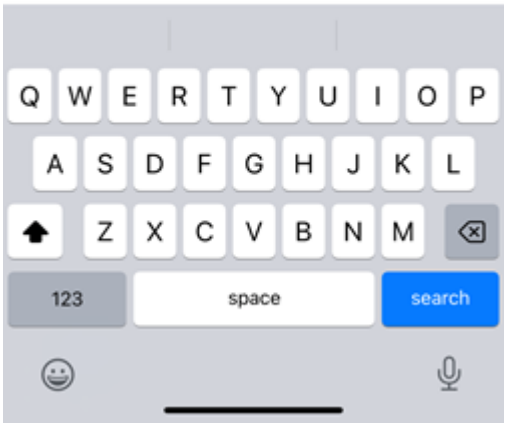
1. From the Map Page, expand the Map List section by tapping and dragging up the expand button.



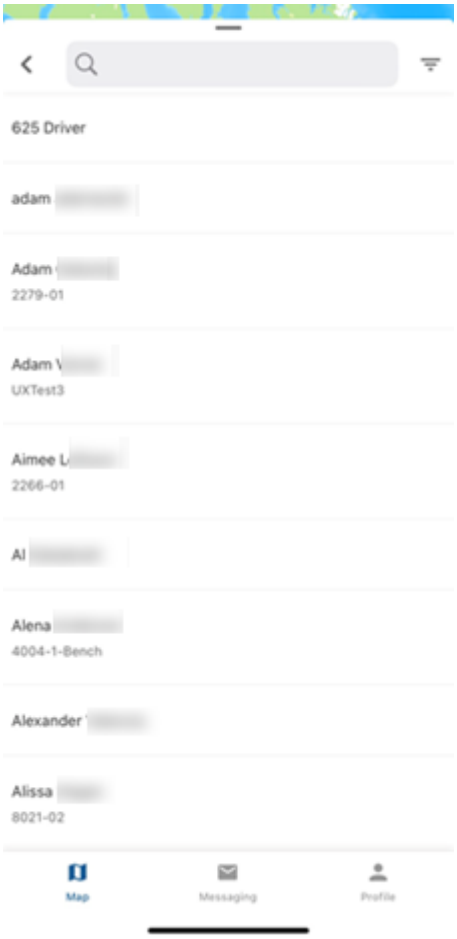
The Map List section should now appear full screen.

2. Tap the list type (Vehicle, Asset, Landmark, or Driver) you would like to view.





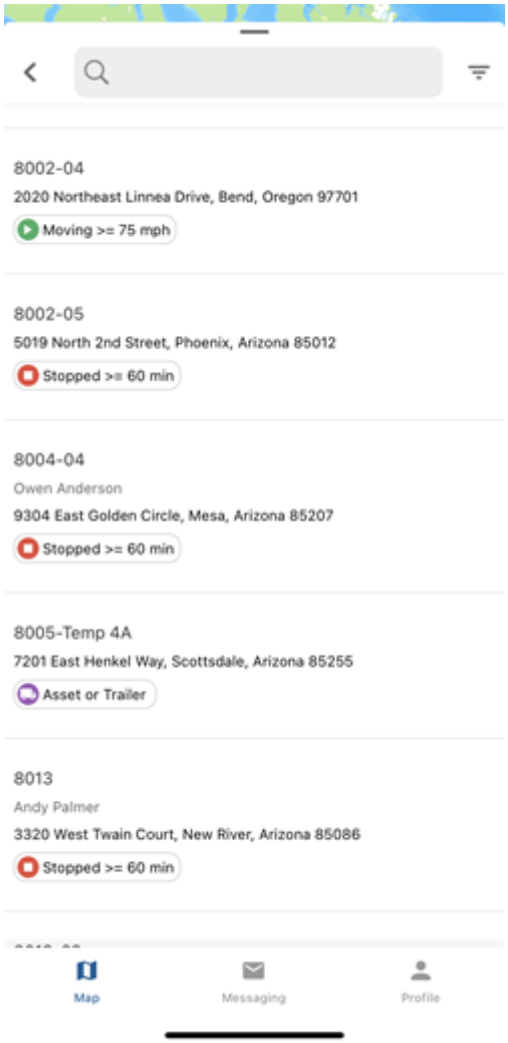
The selected list appears.



Note. To exit the selected map list, simply tap the **button.**

Viewing the Vehicle List

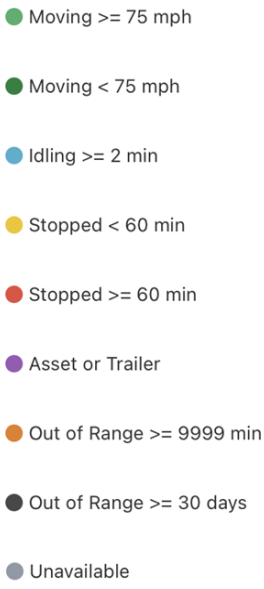
The Vehicle List displays all vehicles, or filtered vehicles if you've filtered the map by vehicle. Vehicles are displayed by Vehicle ID. The assigned driver (if applicable), current status, and vehicle location display under the Vehicle ID. Click on the Vehicle ID to see the selected vehicle's Vehicle Card.



Note. Click the vehicle location to open the device's native map. Use the pinned location to easily obtain directions.

Vehicle Status Legend

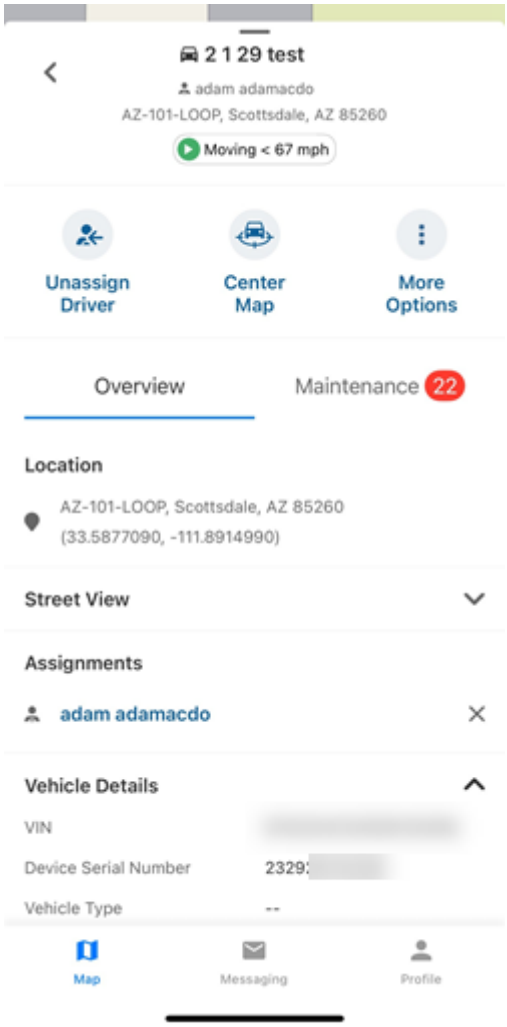
Please use the legend below to understand displayed vehicle statuses.



Note. For a vehicle to be assigned an “out-of-range” status, the vehicle must meet two technical requirements: 1) Last known ignition Event is ON, **AND** 2) Last device ping received 60 minutes ago or more.

Working with a Vehicle/Asset

You can perform actions such as assigning/unassigning a driver, centering the map over the selected vehicle, isolating the vehicle on the map temporarily, and/or viewing trip history from a selected vehicle’s Vehicle Card.



You can select a vehicle to work with by using the steps included under Viewing a Map List (from the Vehicle List), you can tap on a vehicle displayed on the map, or you can use the Search field available in the Map List section by typing in the vehicle/asset label.

> **Note.** The Driver feature is only available to Enterprise customers or customers with the Advanced Administration add-on. If you are interested in this feature, please contact your Account Manager.

Vehicle/Asset Card – Tabs

The Vehicle/Asset Card contains two tabs: Overview and Maintenance.

Overview Tab
The Overview tab provides detailed information about the vehicle/asset. The following information is available from the Overview tab:

> **Note.** To access some of these details, tap the expand icon ^) for the section. To close the

section from view, please tap the Down Arrow icon ( ).

- Location
- Street view (if available)
- Driver assignment
- Vehicle/Asset details: VIN, Device Serial Number, Vehicle/Asset Type, Status, Odometer, Runtime (if available), Ignition Status (On/Off)
- Odometer Details: Odometer, Last Mileage Adjustment (type), Prior to Waypoint (odometer value in miles or kilometers before the last change to the odometer), At Waypoint (odometer value at last change to the odometer), Last Change Made By (user who made the waypoint change), Waypoint Change Made On (Date & Time)
- Attributes (if applicable)
- Today's Trips Details (if applicable): Total Trips, Total Miles, Day Duration, Drive Time, Idle Time
- Ignition On/Off Alerts (if applicable)
- Memberships (Hierarchy or Group)

  Note. The Hierarchy feature is only available to Enterprise customers or customers with the Advanced Administration add-on. If you are interested in this feature, please contact your Account Manager.

- Nearby: Vehicles & Assets, Landmarks

Please see Vehicle Card – Odometer for Last Mileage Adjustment Type definitions and expected outcomes, along with answers to frequently asked questions about odometer details.

Maintenance Tab
The Maintenance tab provides the following information and available actions:

- Create a new service
- Next service due: service name, service type, service due interval
- Complete next service due
- List of all services due: service name and service due interval
- List of service history

Please see Manager App: Maintenance for additional information on using the Maintenance Tab of the

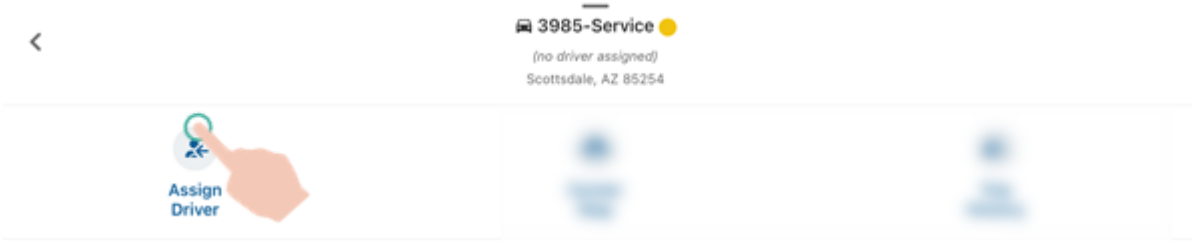
Vehicle/Asset Card.

Assigning a Driver

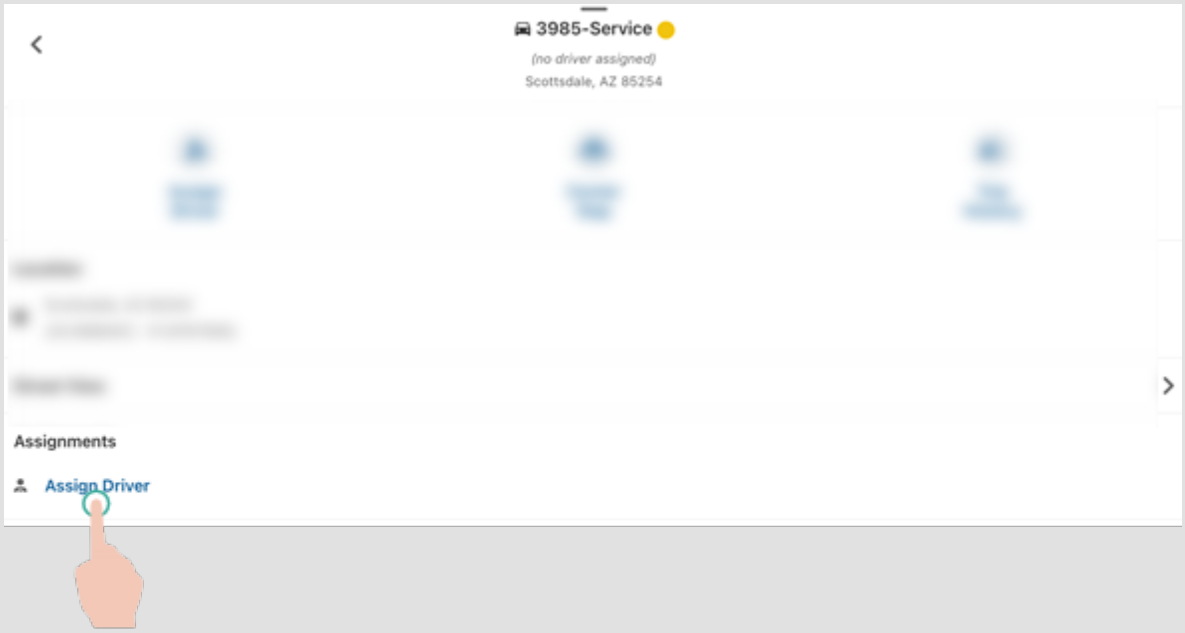
You can assign a driver or un-assign an assigned driver directly from the Vehicle Card.

How to assign a driver:

1. From the Vehicle Card, tap the Assign Driver icon.

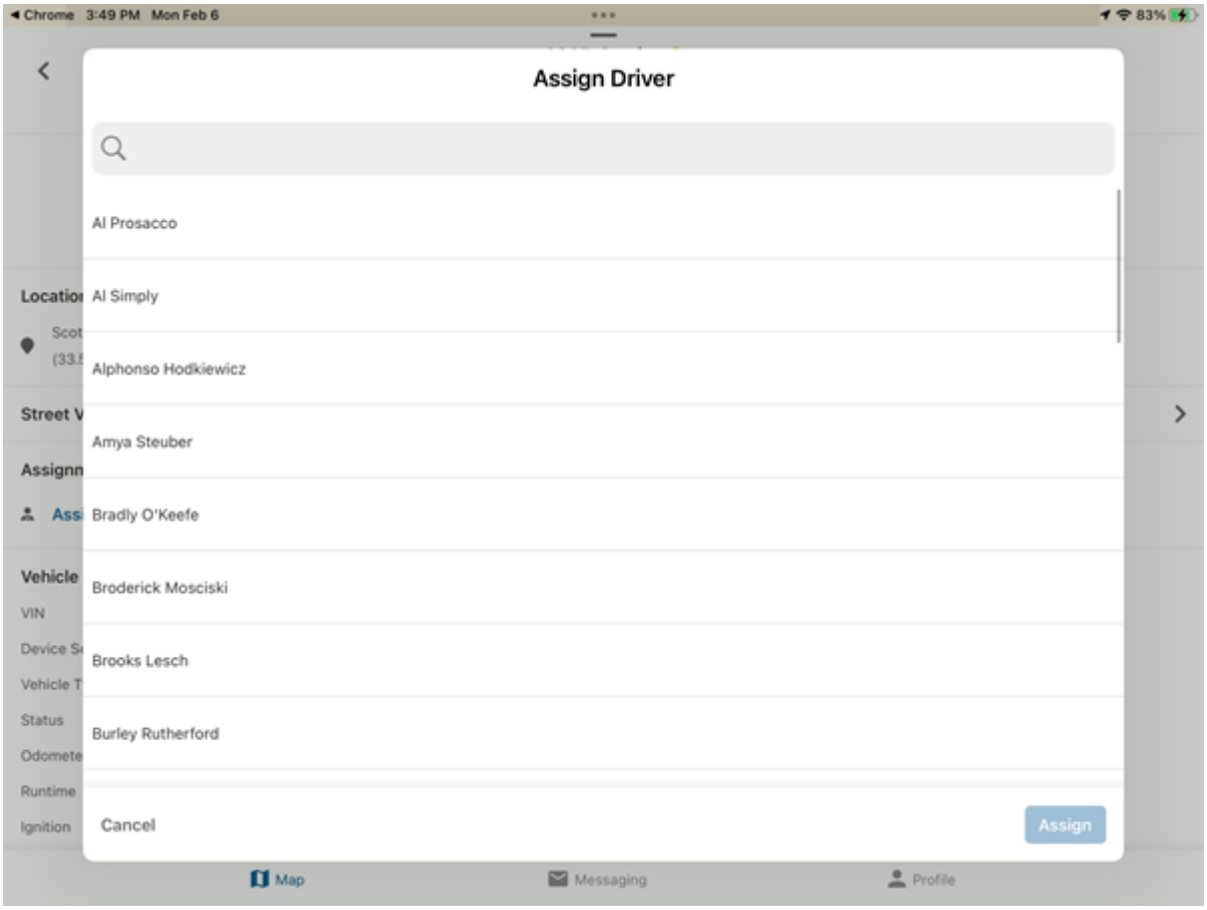


Note. You can also assign a driver by tapping **Assign Driver** under Assignments in the detailed information section of the card.



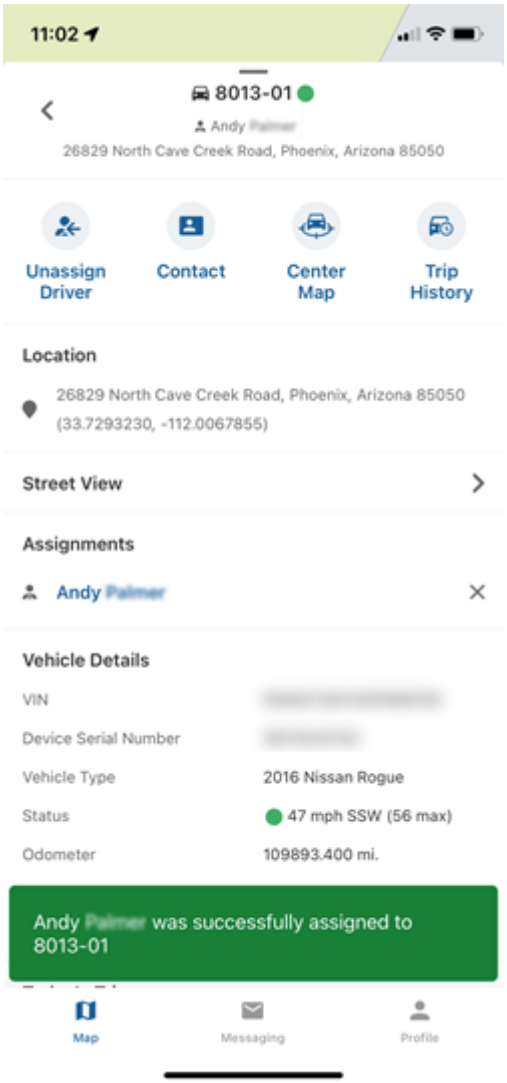
The Assign Driver page appears with a list of drivers and the search tool.

2. Use the search tool or tap the driver you would like to assign from the list.



3. Tap **Assign**.

   The screen navigates to the Vehicle Card and a green message appears confirming the driver was successfully assigned. The assigned driver is shown at the top of the Vehicle Card and under Assignments.



> **Note.** To un-assign, tap **Unassign Driver** and then tap **Unassign**. Additionally, you can tap on the **x** under Assignments and then tap **Unassign**.

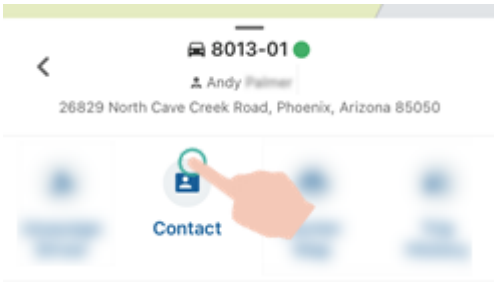
Contacting a Vehicle

If you have assigned a driver to a vehicle and the assigned driver has associated contact information (entered in the Portal previously), you may contact the vehicle from the Vehicle Card.

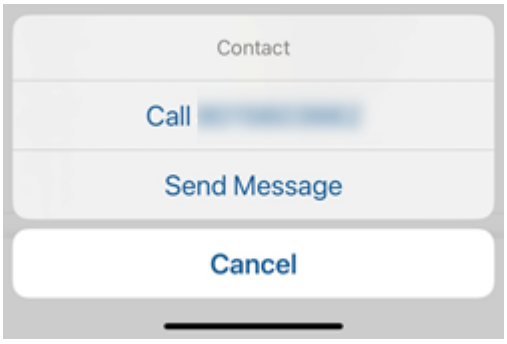
> **Note.** If contact information has not been entered in the Portal for the assigned driver, the Contact option is not shown on the Vehicle Card.

How to contact a vehicle:

1. From the Vehicle Card of a vehicle with an assigned driver, tap the Contact icon.



The Contact pop-up appears with the option to call or message the vehicle.



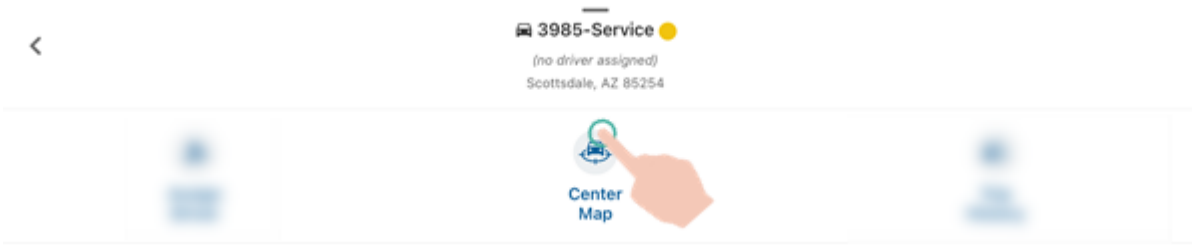
2. Tap your preferred contact method to contact the vehicle.

Centering the Map Over the Vehicle

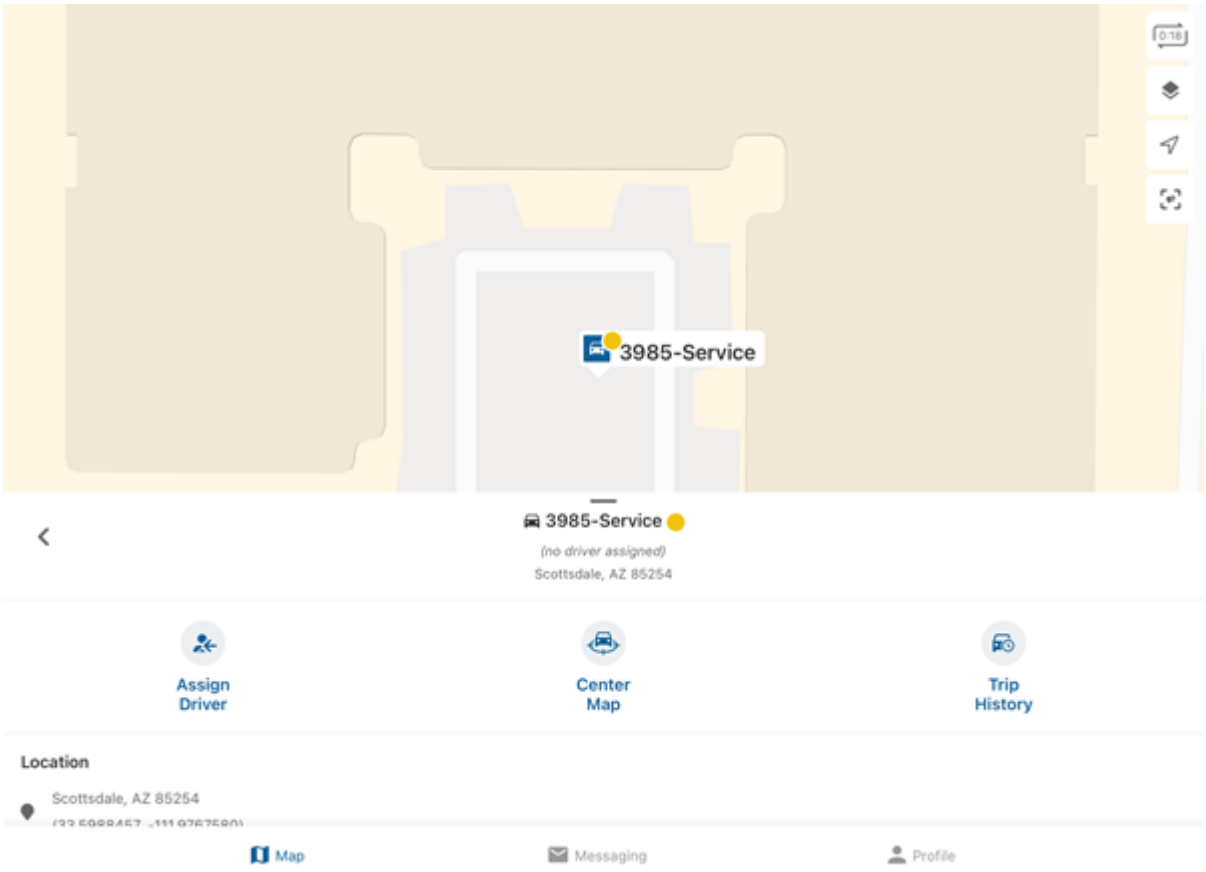
You can center the map over the vehicle to get a better understanding of your vehicle's location and inform your decisions.

How to center the map over the vehicle:

1. From the Vehicle Card, tap the **Center Map** icon.



The map centers over the vehicle selected.

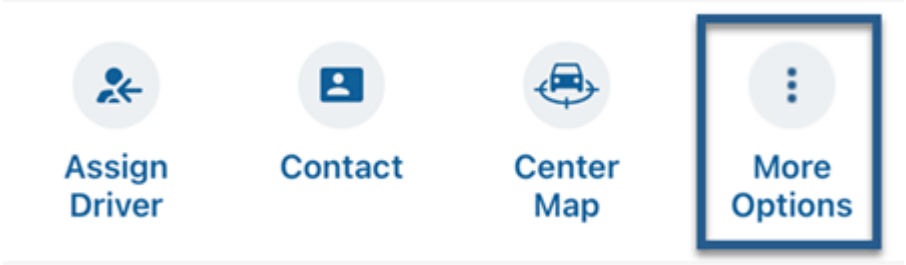


Isolating a Vehicle/Asset

You can temporarily select to view a single vehicle/asset on the map using the Isolate toggle.

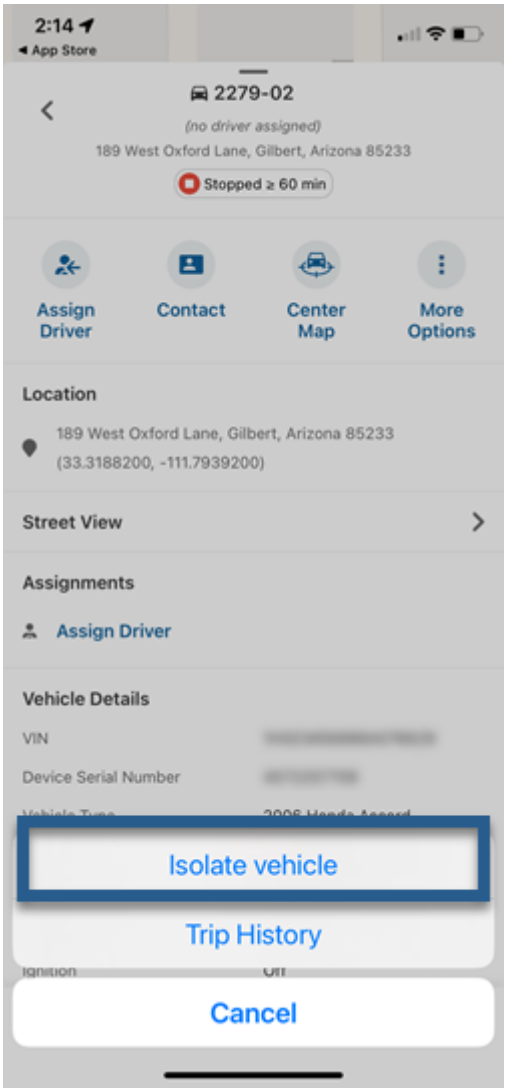
How to isolate a vehicle/asset:

1. From the Vehicle Card, tap the **More Options** icon.

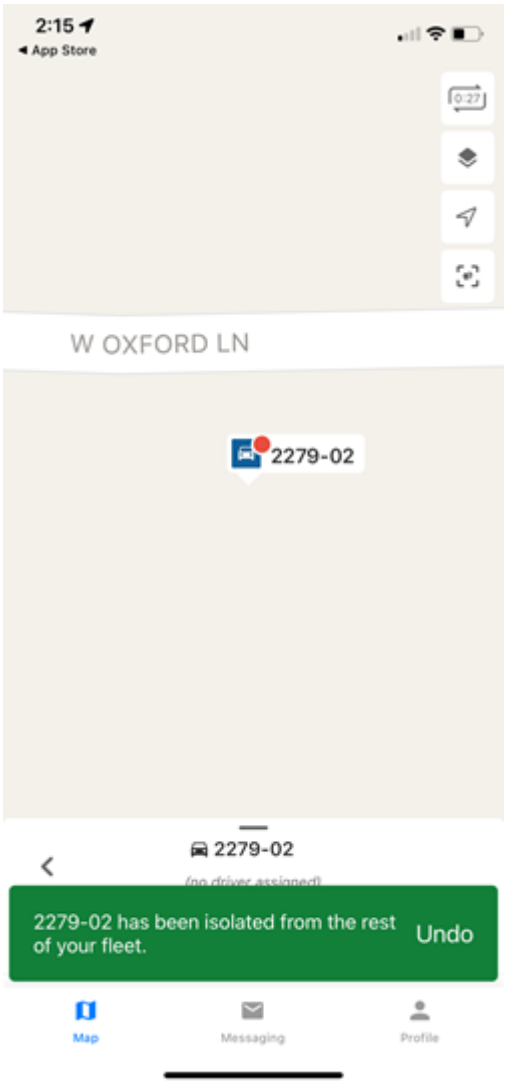


   Available options are shown.

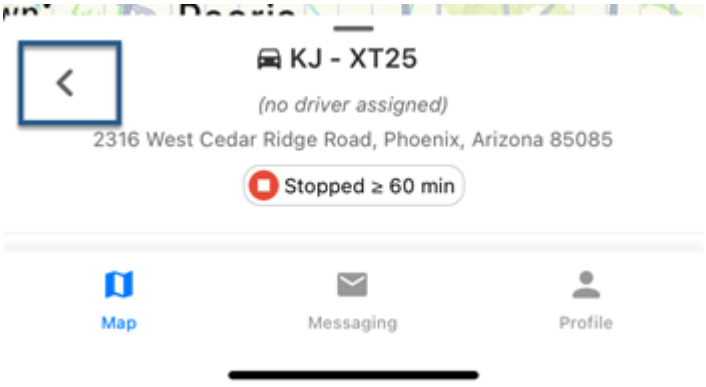
2. Tap **Isolate vehicle** or **Isolate asset** (depending on your use case).



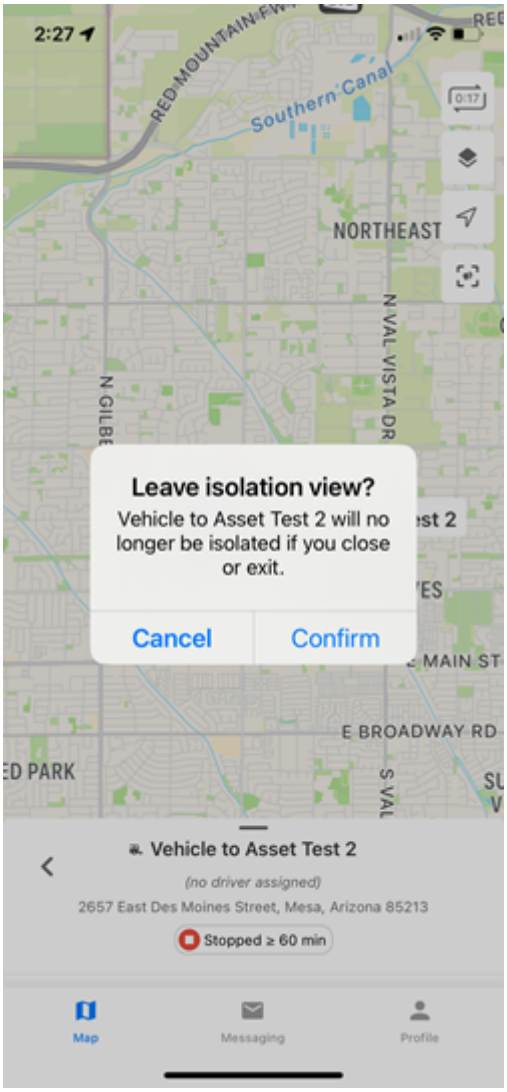
The map centers and zooms in over the isolated vehicle/asset. A green pop-up message displays temporarily confirming the isolate feature is active on the applicable vehicle/asset and if you wish to stop isolating the vehicle/asset, tap **Undo**.



The green pop-up disappears. If you would like to turn the Isolate feature toggle off, tap the left arrow on the left-hand side of the screen.



A pop-up appears asking you to confirm you would like to leave isolation view.



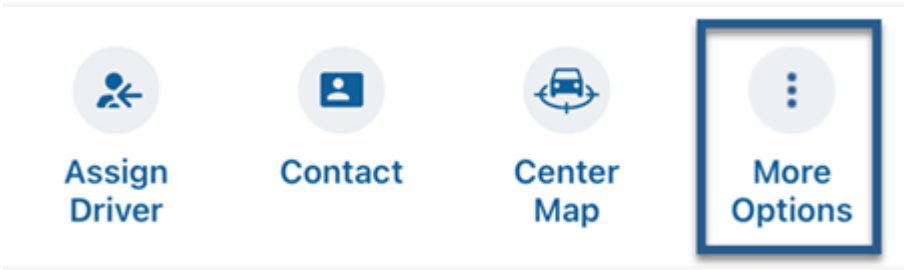
3. Tap **Confirm** to turn off the isolate toggle and view all vehicles/assets in the fleet on the map or tap **Cancel** to keep the isolate feature on.

Viewing Trip History

You can see recent trip activity for a vehicle from the Vehicle Card.

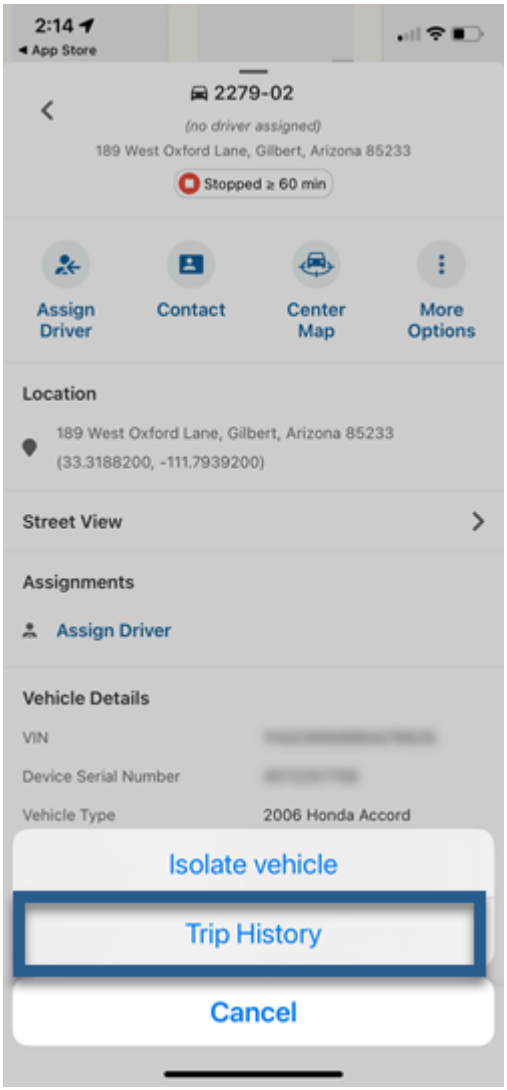
How to view trip history:

1. From the Vehicle Card, tap the **More Options** icon.

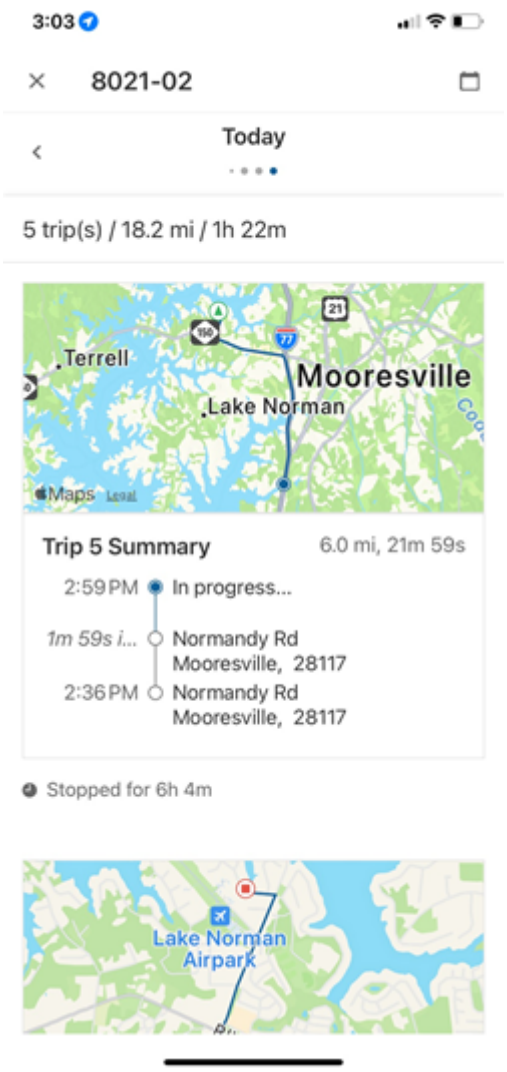


Available options are shown.

2. Tap **Trip History**.



Trip History is shown for the current day.

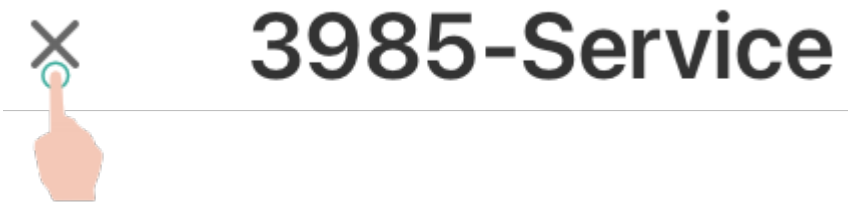


3. Use the Calendar icon to choose a different date, or use the **or > buttons to the right and left of the date to change the selected date, to see activity for the corresponding day.**

   Trip summaries are shown for each trip on the selected date providing trip totals (miles, time) and a breakdown of activity with time between vehicle status changes and location.

4. Tap a trip summary to view the trip full screen.

5. To exit the full screen visual of the trip, swipe right.
6. To exit the Trip History page, tap the **X** next to the vehicle label.



Viewing Vehicle Information

The Vehicle Card Details section provides at-a-glance information about the selected vehicle including:

- Location
- Street View

> **Note.** Tap the **>** button next to Street View to expand the section and show the street view of the vehicle's location.

- Assignments (Driver if assigned)

> **Note.** Tap on the driver name to view the corresponding Driver Card.

- Vehicle Details: VIN, Device Serial Number, Status, Odometer, Runtime (if available), Ignition status
- Today's Trips (if applicable): Total Trips, Total Miles, Day Duration, Drive Time, Idle Time
- Alerts (if applicable)
- Vehicle Memberships: Hierarchies/Vehicle Groups
- Nearby (Assets/Landmarks)

> **Note.** Tap the **>** button next to Nearby to expand the section to see a list of nearby assets

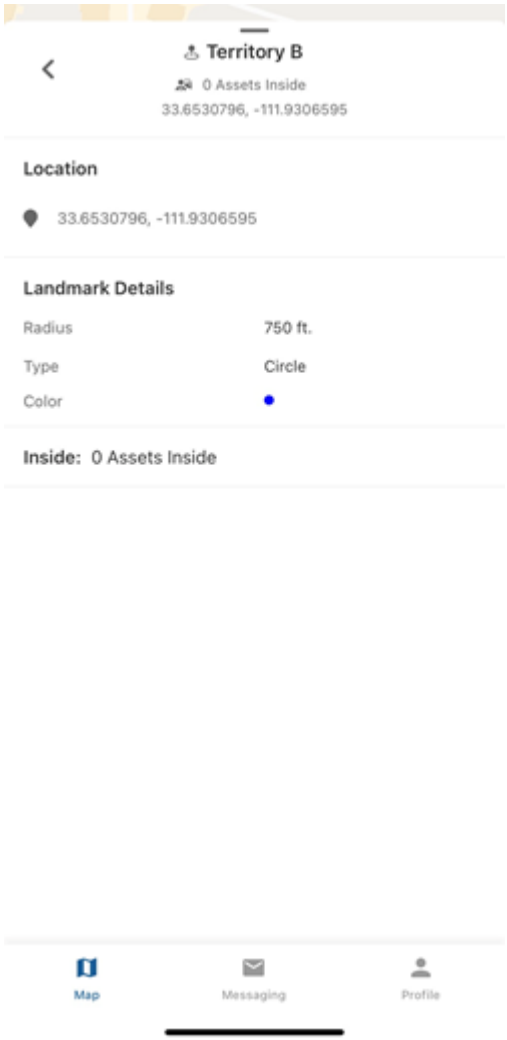
or landmarks. Use the Strawberry icon ( ) to view a full list of nearby assets/landmarks and adjust the radius applied and/or only show applicable filtered assets/landmarks. You can tap the vehicle labels or landmark names to show corresponding Vehicle Cards/Landmark Cards.

Viewing a Landmark

You can view detailed information about a landmark from a selected landmark's Landmark Card such as its location (street view may be available), landmark details, and number of assets inside.

Selecting a Landmark

You can select a landmark using the steps included under Viewing a Map List (from the Landmark List), you can tap on a landmark displayed on the map, or you can use the Search field available in the Map List section by typing in the landmark name. Once you have selected a landmark, the corresponding Landmark Card is shown.

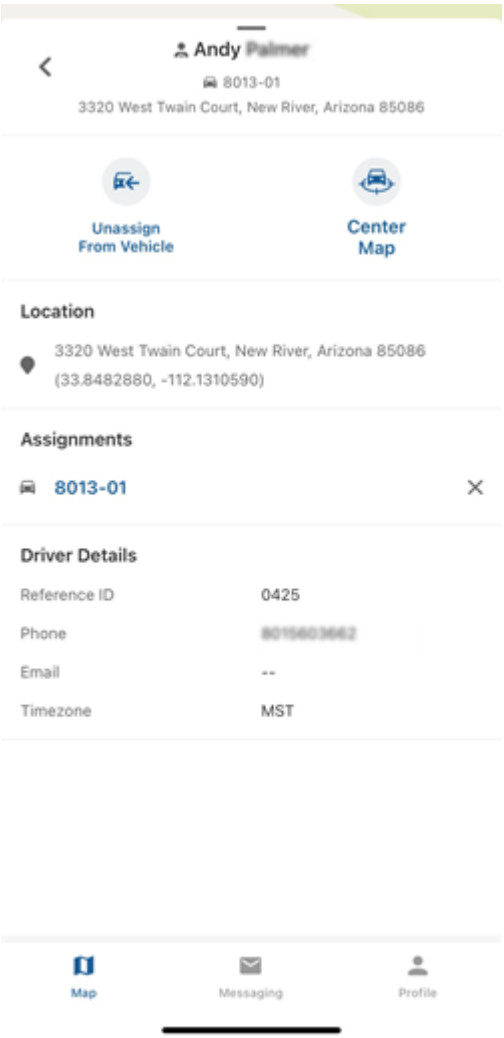


Working with a Driver

You can assign a vehicle, center the map over the driver's assigned vehicle (if applicable), and/or view driver details (reference ID, phone number, email address, and timezone).

Selecting a Driver

You can select a driver using the steps included under Viewing a Map List (from the Driver List), you can tap on a driver displayed on the map, or you can use the Search field available in the Map List section by typing in the driver name. Once you have selected a driver, the corresponding Driver Card is shown.

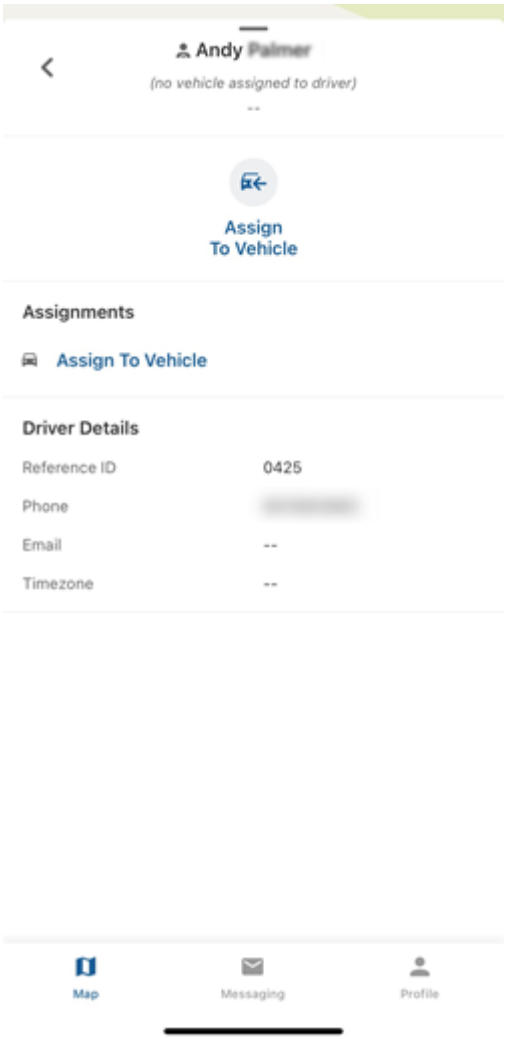


Assigning to a Vehicle

You can assign a driver to a vehicle from the Driver Card.

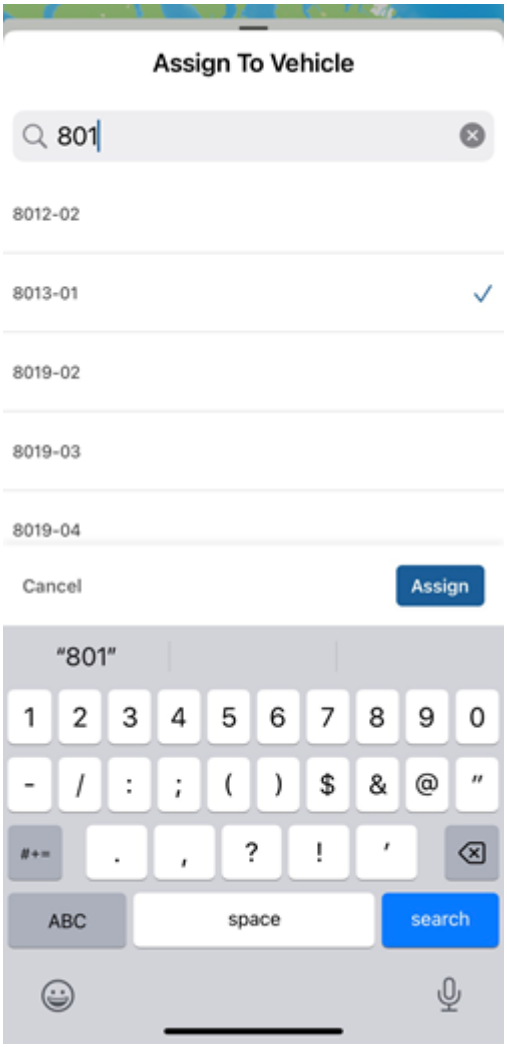
How to assign a driver:

1. From the Driver Card, tap the Assign Driver icon or tap **Assign to Vehicle** under Assignments.



The Assign to Vehicle page appears.

2. Use the search tool or locate the vehicle to which you would like to assign the driver in the list of vehicles.


Assign To Vehicle
801
8012-02
8013-01
8019-02
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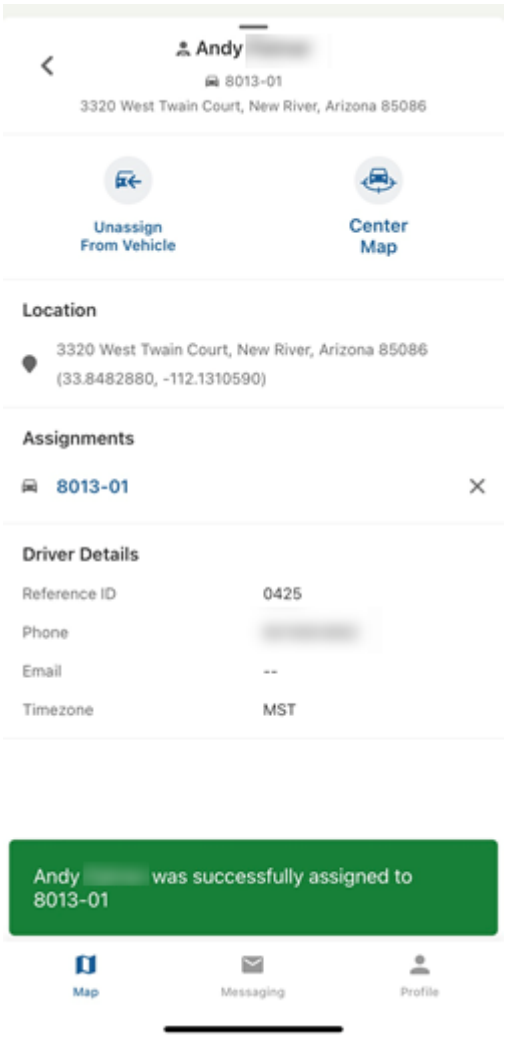
3. Tap Assign.



The screen navigates to the Driver Card and a green message appears confirming the driver was successfully assigned.

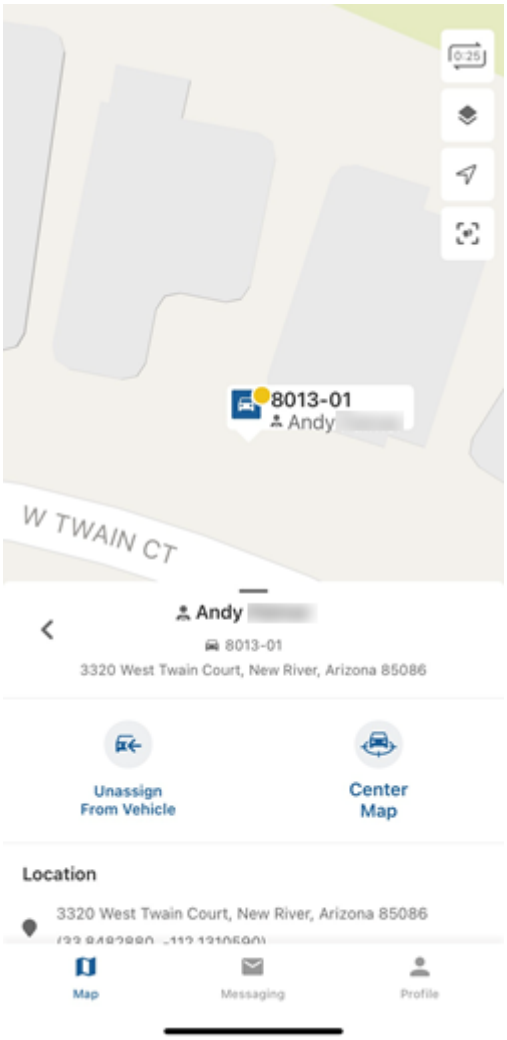
Centering the Map

If the driver is assigned to a vehicle, the Center Map option is shown on the Driver Card.

How to center the map over the vehicle:

1. From the Driver Card, tap the **Center Map** icon.

The map centers over the vehicle assigned to the selected driver.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Unassign From Vehicle
Center Map
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