

You can edit vehicle details or transfer a device to a different vehicle.

## Edit Vehicle Details

When you register a new vehicle, basic vehicle information is required. After registration, you can edit any of the **basic vehicle information**, as well as additional settings. You cannot, however, edit the serial number. See transferring a device (below) to move a device to another vehicle.

### ► To edit a vehicle:

1. From the map, Search Results tab, or Vehicles tab, click the vehicle that you want to edit.
2. From the Vehicle Card, click **Edit**.
3. The following additional fields are available to modify:

Field Name	Description
Runtime	The number of engine hours.
Phone Number	The phone number used to contact the vehicle / driver. (Used with alerts and messaging.)
Email	The email address used to contact the vehicle / driver. (Used with alerts and messaging.)
Alert Preference	Select the preferred method(s) of communication for the vehicle.

1. Click **Save**.

## Transfer a Device

If you need to transfer a device from one vehicle to another, the existing registration (associated with the old VIN) will be deleted.

### ► To transfer a device:

1. From the menu, click **More**.
2. Click **Transfer Device**.
3. In the Serial Number drop-down, choose the device you want to transfer.
4. Enter the remaining fields for the new vehicle to which you are transferring the device.
5. Click **Save**.

You can edit vehicle details, transfer a device to a different vehicle, or request deactivation.

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5. Click **Save**.

## Request Deactivation for a Device

Technical Support can deactivate a device remotely. Deactivation requests are processed at the end of the month.

### ► To deactivate a device:

1. From the menu, click **More**.
2. Click **Request Deactivation**.
3. Select the vehicle(s) to include in the request, and click **Next**.
4. Enter a reason for the deactivation, and click **Save**.

A copy of the deactivation request will be sent to the email address on file for your account. You cannot modify the deactivation request in the web interface once the request has been made. If you need to make changes, please contact [Support](#).

The Manage Vehicles page provides a comprehensive view of the information for a specific vehicle and allows you to add and edit additional vehicle information beyond what you entered during the [vehicle registration](#) process. You can also update vehicle settings by way of spreadsheet import.

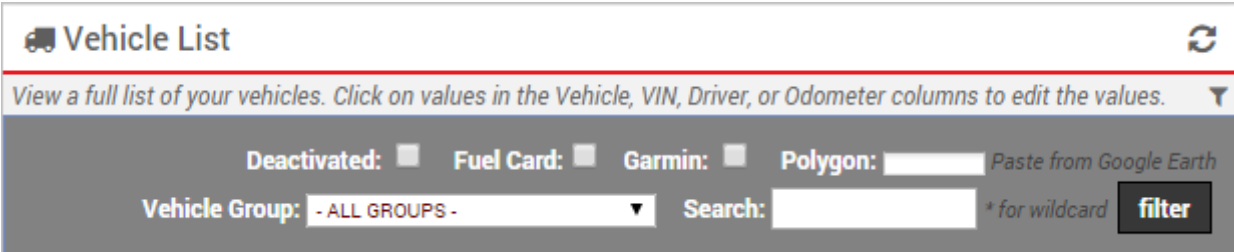
## Filter the Vehicle List

If your vehicle list is long, you can use filter options to isolate a subset of vehicles.

### ► To filter the vehicle list:

1. From the portal, hover over the **Account** menu, click **Manage Vehicles**, and click **Open**.

The Manage Vehicles and Groups page opens in a new browser tab.



The screenshot shows the 'Vehicle List' interface. At the top, there's a title 'Vehicle List' with a refresh icon. Below it, a subtitle reads: 'View a full list of your vehicles. Click on values in the Vehicle, VIN, Driver, or Odometer columns to edit the values.' The main filter area contains several options: 'Deactivated:' with a checkbox, 'Fuel Card:' with a checkbox, 'Garmin:' with a checkbox, and 'Polygon:' with a text input field and a 'Paste from Google Earth' link. Below these, there's a 'Vehicle Group:' dropdown menu currently set to '- ALL GROUPS -', a 'Search:' text input field with a note '\* for wildcard', and a black 'filter' button.

1. Choose from the following filter options:
  - **Deactivated:** Vehicles that have been marked as inactive.
  - **Fuel Card:** Vehicles that have a fuel card assigned.
  - **Garmin:** Vehicles that are equipped with a Garmin device.
  - **Polygon:** Paste the KML from [Google Earth](#) to isolate vehicles with locations inside of a particular

geographic region.

- **Vehicle Group:** Vehicles that belong to a particular **vehicle group**.
- **Search:** Vehicles that match a description. Use \* as a wild card before or after a string of characters.
- **Show All** Select the check box to show all vehicle records on a single page (may take more time to load).

2. Click **Filter**.

The vehicle list shows only the vehicles that match your filter criteria.


## Edit Vehicle Details

The vehicle information reflects the values you entered during **registration**. Additional fields that were not available on the registration form include: **Fuel Type**, **Fuel Capacity**, and **Hide Location**.







### ► To edit vehicle details:

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
**Tip!** You can also export vehicle information from the bottom of this page or update vehicle details in a batch process using **spreadsheet import**.


1. Locate the vehicle you want to modify, and click **Edit** (  )

Vehicle List					
View a full list of your vehicles. Click on values in the Vehicle, VIN, Driver, or Odometer columns to edit the values.					
Vehicle	VIN	Serial #	Driver	Reported	Odometer
31 FLATBED	1HTSCABM9VH450	433109	FREG, RYAN 600	4 days ago 	230,156 mi.  
42 FLATBED	1HTSCABMXYH217	433109	VANS, BRIAN 210	4 days ago 	146,303 mi.  

OR



If you are making a change to the VIN or Vehicle Label, you can click on the vehicle label or VIN you would like to change from the Vehicle List then enter your change and click **ok** (You are not required to complete the following steps if you are changing the VIN or Vehicle Label this way).


8005-Volt2 








4642068939

not set

 2 grp 

 0 node


 Nov 14 

19 mi.   

The Edit Vehicle Details page appears.

# Editing a Vehicle

Link: <https://help.gpsinsight.com/docs/about-vehicles/editing-a-vehicle/> Last Updated: February 7th, 2019



**Device Info**  
Load the vehicle in this page to edit vehicle-specific details.  
Vehicle: 8000  
Device Type: PNP-3100VB  
Serial Number:  
Part Number: LMU30C5VBZ3-GPS01  
Registered: Apr 5, 2017  
First Reported: May 4, 2017 (4 weeks)

**Vehicle Location**  
N Scottsdale Rd, Scottsdale, AZ 85255 5/16/17 8:07  
Map Satellite Traffic  
Map data ©2017 Google Terms of Use

**Edit Vehicle Details**  
Set details about this vehicle.  
Vehicle: 8000  
VIN:  
License:  
State: Arizona  
Country: United States  
Year: 2013  
Make: Hyundai  
Model: Elantra  
Color: Black  
Engine Size (L): 1.8 = 0.254 Idle GPH  
Fuel Type: Unleaded  
Fuel Capacity:  
Fuel Location:  
ELD: Attached Electronic Logging Device.  
ADMIN OPTIONS show/hide  
Submit Changes

**Vehicle Group Membership**  
Vehicle groups to which this vehicle belongs. This affects user visibility.  
Vehicle Group: ALL VEHICLES  
Users: 71 users  
Add To: Vehicle Group  
Hierarchy Membership  
Hierarchy trees and nodes which contain this vehicle.  
NO HIERARCHY ASSIGNED  
Add To: Hierarchy

**Driver History**  
Assignments of different drivers to this vehicle. Most recent first.  
NO DRIVERS ASSIGNED  
Assign New: Driver

**Switch Inputs**  
Inputs assigned to this vehicle.  
NO SWITCH INPUTS  
Assign: Input Define New: Switch

**Diagnostic Data**  
Most recent diagnostic data for this vehicle.  
Code Value First Last  
Engine Speed 0 05/04/17 05/04/17  
External Battery Voltage 12.62 05/04/17 05/16/17  
Fuel Level 62 05/04/17 05/16/17  
Fuel Level Remaining 0 05/04/17 05/16/17  
Fuel Rate 0.01 05/04/17 05/04/17  
Inst Speed 0 03/21/17 05/04/17  
Max Accel 0 05/04/17 05/04/17  
Max Decel 0 05/04/17 05/04/17  
Max Speed 0 03/21/17 05/04/17  
Miles Driven 0 03/21/17 05/04/17  
Odometer 0 05/04/17 05/16/17  
Odometer Offset 0.02 03/21/17 05/04/17  
Trip Fuel 17 05/04/17 05/16/17  
Trip Odometer 476.46 05/04/17 05/16/17  
Update Interval 205 03/21/17 05/04/17  
VIN KMHDH4AE6DU763887 05/04/17 05/04/17  
Vehicle Speed 0 05/04/17 05/16/17

**Known Odometer Waypoints**  
Increase the accuracy of your odometer readings by entering the known odometer at a specific point in time. This should be done at least quarterly.  
New Date: 5/16/2017 9:57 AM  
Odometer: 77417.3  
Save Waypoint  
Waypoint Date Odometer  
Initial Odometer 77,014.0 mi.  
5/5/2017 2:00 PM 77,014.0 mi.  
Current Odometer 77,417.3 mi.  
Start: May 2, 2017 End: May 16, 2017  
Discover Accumulator Resets  
NOTE: If using multiple resets, do the oldest ones first

**Run Time Adjustment**  
This unit tracks active-time to measure vehicle run time. Enter a new Run Time (lifetime) to establish an adjustment baseline for this value.  
Device Run Time 13.8 hours  
Run Time (lifetime) 13.8 hours  
Submit Change

**Vehicle Recall Data**  
Issued recalls for this vehicle.  
filter  
Dismissed: Repaired: filter  
Component Date Con/Rem/Sum Actions  
ENGINE AND EN... 2007-11-13 Con/Rem/Sum ...  
EXTERIOR LIGH... 2007-10-24 Con/Rem/Sum ...  
ENGINE AND EN... 2006-06-20 Con/Rem/Sum ...  
SUSPENSION R... 2006-02-12 Con/Rem/Sum ...

**Odometer History**  
Interactive chart showing odometer changes in the last four months.  
All History Show Base Old Odometer Waypoint Notes  
Zoom: 1d 3d 1m 3m 6m 1y Max  
Odometer 77,417.3 | May 16, 2017  
Waypoint 77,014.0 mi. by SYSTEM on 5/5 14:00 2017-5-5  
Waypoint 77,014.0 mi. by gpsinsight on 5/4 15:33 2017-5-4  
Waypoint 77,014.0 mi. by gpsinsight on 5/4 15:33 2017-5-4



**Tip!** If you want to quickly switch to another vehicle from this page, use the **Vehicle** drop-down.

1. From the Edit Vehicle Details grid, add or edit **information**.
2. When finished modifying vehicle details, click **Submit Changes**.

## Editing Vehicle Recall Data

The Vehicle Recall Data section shows issued recalls for the selected vehicle. You may filter this list by Dismissed or Repaired status by using the corresponding checkboxes. You may also collapse the filter function by clicking on **filter**.

### ► How to edit the Vehicle Recall Data list:

1. Under the Actions column, click on the ellipses button corresponding to the recall component you would like to edit.

A pop-up appears with the available edits (Dismiss and Mark as Repaired).

### Vehicle Recall Data

Issued recalls for this vehicle. filter

Dismissed: ☐ Repaired: ☐ filter

Component	Date	Con/Rem/Sum	Actions
ENGINE AND EN...	2007-11-13	Con/Rem/Sum	...
EXTERIOR LIGH...	2007-10-24	Con/Rem/Sum	Dismiss Mark as Repaired
ENGINE AND EN...	2006-06-20	Con/Rem/Sum	...
SUSPENSION:R...	2006-02-12	Con/Rem/Sum	...

2. Click on the applicable edit option.

The edit is made and the component is automatically removed from the visible list of issued recalls.

### Vehicle Recall Data

Issued recalls for this vehicle. filter

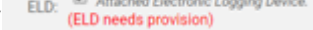
Dismissed: ☐ Repaired: ☐ filter


Component	Date	Con/Rem/Sum	Actions
EXTERIOR LIGH...	2007-10-24	Con/Rem/Sum	...
ENGINE AND EN...	2006-06-20	Con/Rem/Sum	...
SUSPENSION:R...	2006-02-12	Con/Rem/Sum	...

3. To see edited issued recalls, click the checkboxes next to **filter** and click **filter**.

Edited recalls for the vehicle appear.



- From the Edit Vehicle Details page, a warning message (  ) appears in the Edit Vehicle Details window (next to ELD) once you have clicked **Submit Changes** and saved the edited vehicle label.

 Edit Vehicle Details

Set details about this vehicle.

Vehicle: 8005-Veo2

VIN: 

decode

License Number:

License State: Arizona

Country: United States

Year:

Make:

Model:

Color:

Engine Size (L):  =  Idle GPH

Fuel Type: Unleaded

Fuel Capacity:  gallons

Hide Location: ☐ Never show location.

ELD: ☒ Attached Electronic Logging Device.  
(ELD needs provision)

SAVED

Submit Changes

## More reference materials:

- Need to correct vehicle info? Check out [Transferring or Deactivating a Device](#).