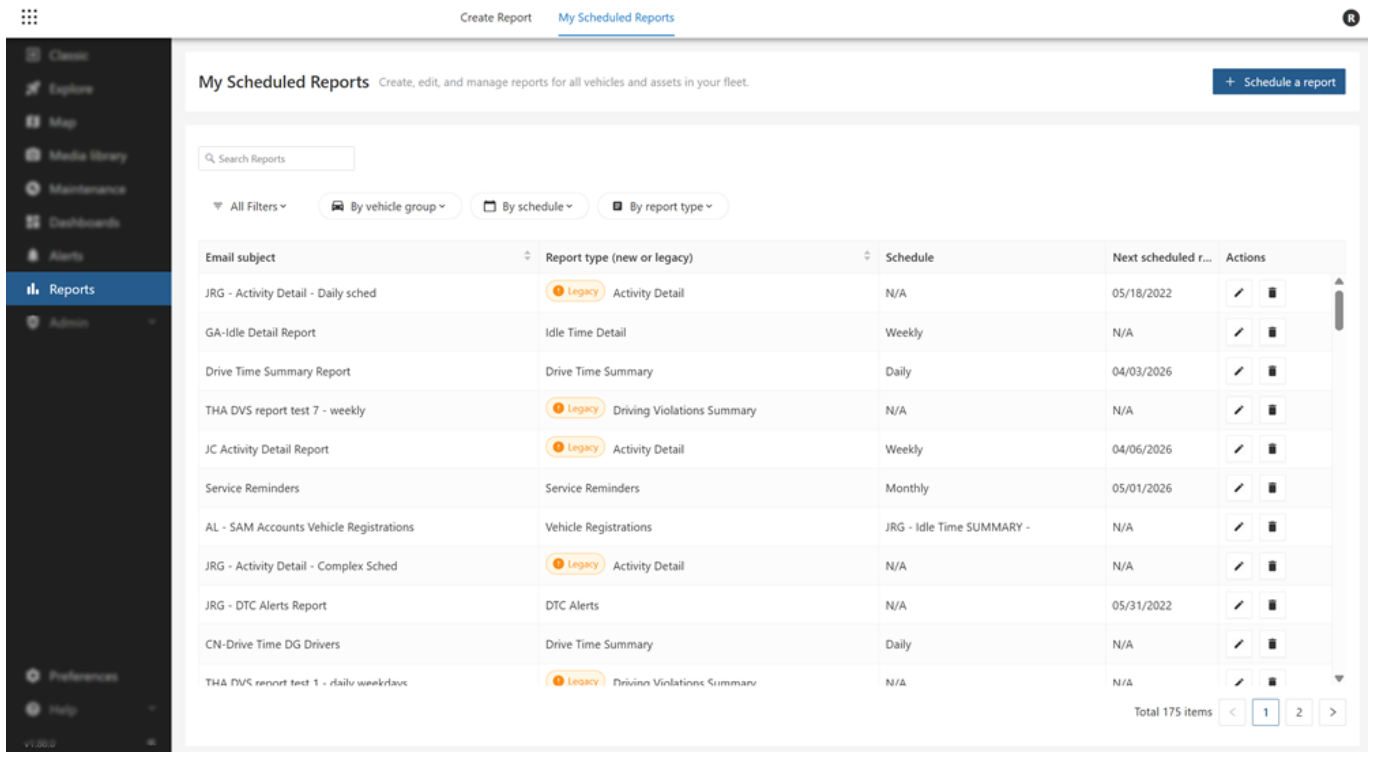


Link: <https://help.gpsinsight.com/docs/scheduling-reports/> Last Updated: November 25th, 2025

Scheduling reports to arrive directly in your inbox and the inboxes of any intended recipients eliminates the need for manual retrieval and ensures important insights never get overlooked. It provides a timely prompt to review key information and take action.

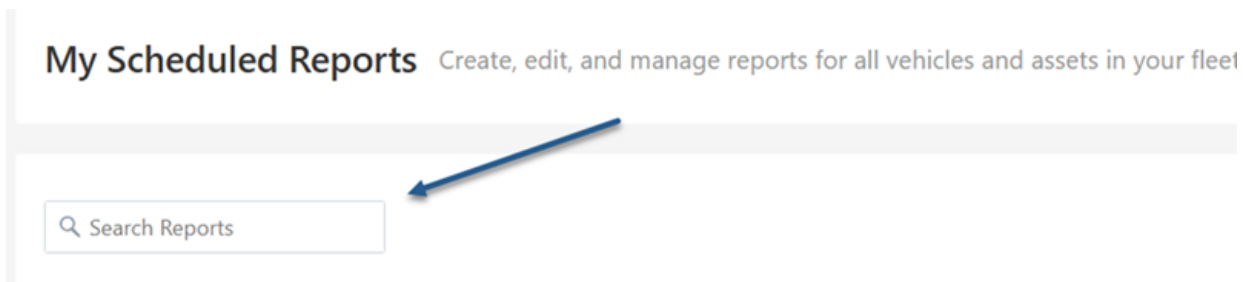
You can create and manage schedule reports from the My Scheduled Reports tab of the Reports Page.



Viewing the My Scheduled Reports Tab

The **My Scheduled Reports** tab gives you a clean, sortable, and filterable view of all your scheduled reports in one place. Each report is displayed with its email subject, report type (New or Legacy), schedule, and next scheduled run date — so you always know what’s coming and when.

Need to find a specific report quickly? Just use the **Search** field to track it down.



Filtering the Scheduled Reports Table

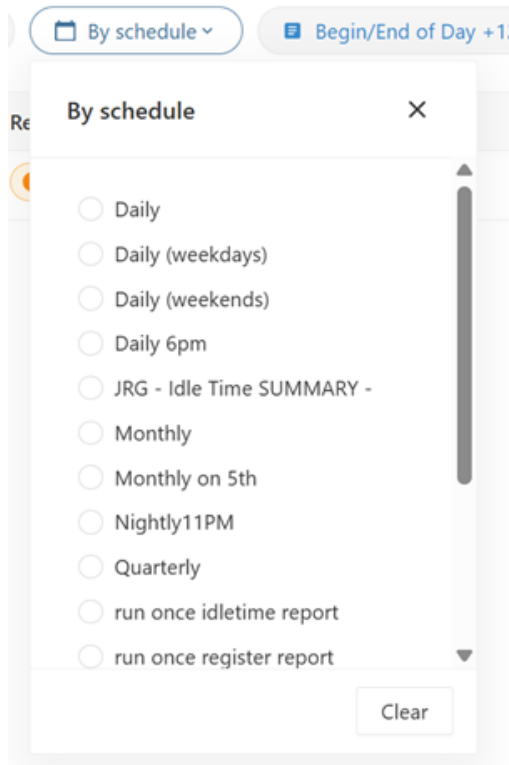
Alternatively, you can use the filter options to filter the table by vehicle group, schedule, or report type.



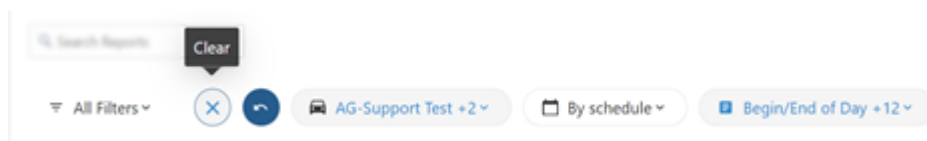
Link: <https://help.gpsinsight.com/docs/scheduling-reports/> Last Updated: November 25th, 2025

1. Click the filter type(s) by which you would like to filter the table.

The Filter type options are shown.



2. To remove selected filters, simply click Clear Filters, or you may click the Undo button to undo the most recent adjustment to selected filters.

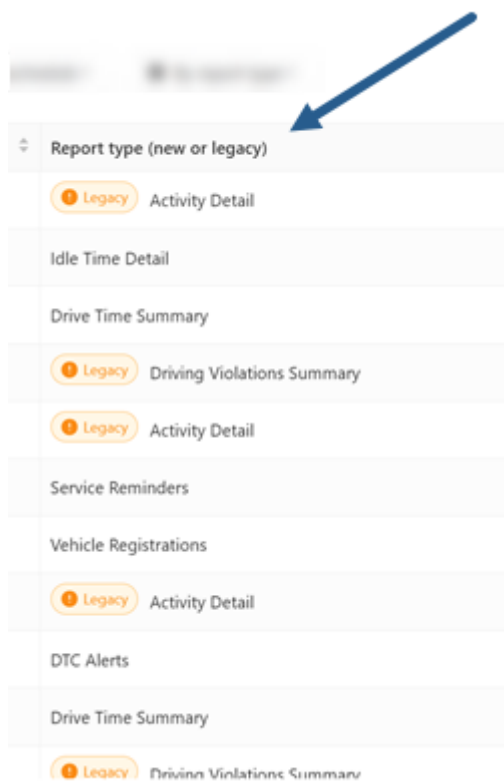


Understanding Report Type

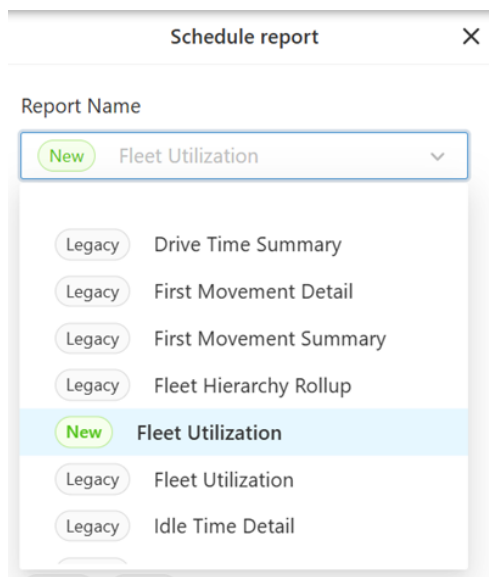
Report types indicate the specific report selected for scheduling (e.g., Fleet Utilization, Speed Summary, etc.).

There are two secondary report types: New and Legacy. The secondary report type is identified in the My Scheduled Reports tab table under the Report Type column for each scheduled report with a tag.

Legacy reports are tagged with an orange label, and New reports are tagged with a green label.



Additionally, the report type is indicated in the Report Name drop-down when creating a new report.



New Report Type

The New report type features upgraded reporting capabilities, offering superior analytics and data handling capabilities.

Diagnostics

ALL VEHICLES

Diagnostics Reported

194,050

Diagnostic Codes

57

Vehicles

35

Filters

Date Range*

📅 11/16/2025 - 11/... x

Diagnostic Code

Select values v

Vehicle

Select values v

Year Make Model 🌐

Timezone*

America/Phoenix x

Attribute 🌐

Diagnostics Summary

Vehicle v	VIN v	Diagnostic Code v	First Reported Date v	Last Reported Date v	Min Value v	Max Value v	Value Count v
2 1 29 test		Ambient Temperature	11/19/2025 04:16 PM	11/19/2025 04:16 PM	57.87	72.03	15
2 1 29 test		GPS Offset	11/19/2025 04:16 PM	11/19/2025 04:16 PM	6430.01	6517.51	15
2 1 29 test		Internal Battery Percentage	11/17/2025 05:11 PM	11/17/2025 05:11 PM	30%	33%	15
2 1 29 test		Internal Battery Voltage	11/19/2025 04:16 PM	11/19/2025 04:16 PM	3.71	3.73	15
8002-03		Calc Fuel Usage	11/18/2025 04:49 PM	11/18/2025 04:49 PM	2295.43	2308.12	281
8002-03		Derived Engine State	11/19/2025 04:46 PM	11/19/2025 04:46 PM	ENGINE OFF	ENGINE ON	281
8002-03		External Battery Voltage	11/19/2025 04:41 PM	11/19/2025 04:41 PM	12.65	14.68	284
8002-03		Fuel Economy Inst	11/19/2025 04:50 PM	11/19/2025 04:50 PM	1.411287498	95.967549864	206
8002-03		Fuel Type	11/19/2025 04:35 PM	11/19/2025 04:35 PM	GASOLINE	GASOLINE	281
8002-03		GPS Offset	11/17/2025 05:18 PM	11/17/2025 05:18 PM	45656.33	45958.38	276
8002-03		Hybrid/EV Charging State	11/18/2025 04:51 PM	11/18/2025 04:51 PM	SUSTAINING	SUSTAINING	281
8002-03		Mil Status	11/18/2025 04:49 PM	11/18/2025 04:49 PM	OFF	OFF	281
8002-03		Max RPM	11/18/2025 05:13 PM	11/18/2025 05:13 PM	1105.00	947.00	256
8002-03		Max Speed ECU	11/18/2025 05:15 PM	11/18/2025 05:15 PM	1.23	99.41	238
8002-03		Odometer	11/18/2025 04:55 PM	11/18/2025 04:55 PM	60141.896302488	60443.261330608	281
8002-03		Seatbelt	11/16/2025 09:46 AM	11/16/2025 09:46 AM	NOT BUCKLED	NOT BUCKLED	281
8002-03		TPMS Status	11/18/2025 04:51 PM	11/18/2025 04:51 PM	OFF	OFF	281
8002-03		Time Since Start	11/18/2025 04:53 PM	11/18/2025 04:53 PM	100	979	256
8002-03		Trip Odometer	11/19/2025 04:50 PM	11/19/2025 04:50 PM	45877.2307050572	46178.6038110027	279
8002-03		Turn Signal Status	11/18/2025 04:55 PM	11/18/2025 04:55 PM	OFF	OFF	281
8002-03		VIN	11/19/2025 04:56 AM	11/19/2025 04:56 AM	2C3CDXJG0JH121120	2C3CDXJG0JH121120	3
8002-03		Vehicle Speed	11/18/2025 04:55 PM	11/18/2025 04:55 PM	1.23	9.93	201

426 rows - 8 columns

Scheduling is available for the new reports listed below:

- Activity Detail
- Begin/End of Day
- Fleet Utilization
- Diagnostic
- Driving Violations
- Driver History
- Driver Scorecard
- Odometer
- Performance
- VIN Reported as Diagnostic

New Report Options

Report options vary based on the selected report when scheduling or running a report. Below is a table of report options for each available report.

Report	Options
Activity Detail	<ul style="list-style-type: none"> - Show Non-Location Points - Time Zone

Report	Options
Begin/End of Day	<ul style="list-style-type: none"> - Exclude Landmarks - Display Distance (Miles or Kilometers) - Time Zone
Fleet Utilization	<ul style="list-style-type: none"> - Include Landmarks - Exclude Landmarks - Display Distance (Defaults to user's account setting): Miles or Kilometers - Distance Driven: 0 (default) - Max - Show Unutilized vehicles (Default = No): Yes or No - Timezone
Diagnostic	<ul style="list-style-type: none"> - Timezone
Driving Violations	<ul style="list-style-type: none"> - Over Posted (Miles/km): 3, 5, 7, 10, 15, 20 - Distance Driven: 0 (default) - Max - Display Distance (Defaults to user's account setting): Miles or Kilometers - Timezone
Driver History	<ul style="list-style-type: none"> - Timezone
Driver Scorecard	<ul style="list-style-type: none"> - Timezone
Odometer History	<ul style="list-style-type: none"> - Timezone
Performance	<ul style="list-style-type: none"> - Stop Duration (1-5, 7, 14, 30 days) - Non-Reporting (1-5, 7, 14, 30 days) - Voltage Below (Volts) - Time Zone
VIN Reported as Diagnostic	<ul style="list-style-type: none"> - Show Vehicles (All or Mismatch) - Time Zone

Legacy Report Types

Our Legacy reports and reporting system remain available when creating and maintaining scheduled reports. This report type retains our legacy appearance and data-handling capabilities.

Link: <https://help.gpsinsight.com/docs/scheduling-reports/> Last Updated: November 25th, 2025

Diagnostic Overview »

Total Diagnostics	660 displayed out of 660	Vehicles Shown	36 of 109 (33%)
Sorted By	Vehicle	Report Time Period	Nov 15 12:00 AM to Nov 20 11:59 PM (MST)
Vehicle Group	ALL VEHICLES (109 vehicles)	Report Created	November 20, 2025 7:53:40 AM

[Export Data](#) [Schedule This](#) [Email Report](#)

Diagnostic Report »

Vehicle Group: ALL VEHICLES

Vehicle	Driver	First/Last Reported	Count	Diagnostic	Values	Delivery Zone
2 1 29 test	Adamacdo, adam	Nov 15 8:18 AM to Nov 20 6:42 AM	21	Ambient Temperature	51.66 to 76.48	not set
2 1 29 test	Adamacdo, adam	Nov 15 8:18 AM to Nov 20 6:42 AM	21	GPS Offset	6,429.79 to 6,517.62	not set
2 1 29 test	Adamacdo, adam	Nov 15 8:18 AM to Nov 20 6:42 AM	21	Internal Battery Percentage	29% to 33%	not set
2 1 29 test	Adamacdo, adam	Nov 15 8:18 AM to Nov 20 6:42 AM	21	Internal Battery Voltage	3.70 to 3.73	not set
8B5133CJ	not set	Nov 17 9:03 AM to 9:40 PM	98	External Battery Voltage	10.88 to 13.04	not set
8B5133CJ	not set	Nov 17 9:06 AM to 9:40 PM	758	GPS Offset	0.00 to 94.13	not set
8002-03	Varner, Adam 8036	Nov 16 9:31 AM to Nov 20 6:54 AM	311	Calc Fuel Usage	2,295.43 to 2,309.21	not set
8002-03	Varner, Adam 8036	Nov 16 9:31 AM to Nov 20 6:54 AM	311	Coolant Temp	32.00 to 219.20	not set
8002-03	Varner, Adam 8036	Nov 16 9:31 AM to Nov 20 6:54 AM	311	Derived Engine State	Engine Off to Engine On	not set
8002-03	Varner, Adam 8036	Nov 16 9:31 AM to Nov 20 6:54 AM	311	DTC Count	0.00	not set
8002-03	Varner, Adam 8036	Nov 16 9:31 AM to Nov 20 6:54 AM	311	Engine Hours	0.00	not set

Legacy Report Options

Report options differ depending on the specific report you choose to run or schedule. Most of the 40+ Legacy reports can be scheduled. The following Legacy reports cannot be scheduled:

- Driver List
- DTC Alerts
- Landmark Begin and End of Day
- Odometer History
- Route Efficiency Detail
- Route Efficiency Summary
- Service History
- Truck Activity
- Vehicle List

To help you compare the features available in New Reports with those in Legacy Reports, we've created a [Legacy vs New Report Comparison Guide](#).

End of Life Reports

Legacy reports in End of Life status can no longer be scheduled and won't appear in the dropdown when selecting **+ Schedule a Report**. However, if you have any End of Life reports that were previously scheduled, they'll still show up in the My Scheduled Reports table, marked with an orange tag for easy identification. A pop-up shows the targeted depreciation date along with a countdown.

Archiving 7/3/2026
📅 2 months and 22 days until deprecation

Begin/End of Day

View first start and last stop for any or all vehicles in your fleet

Legacy

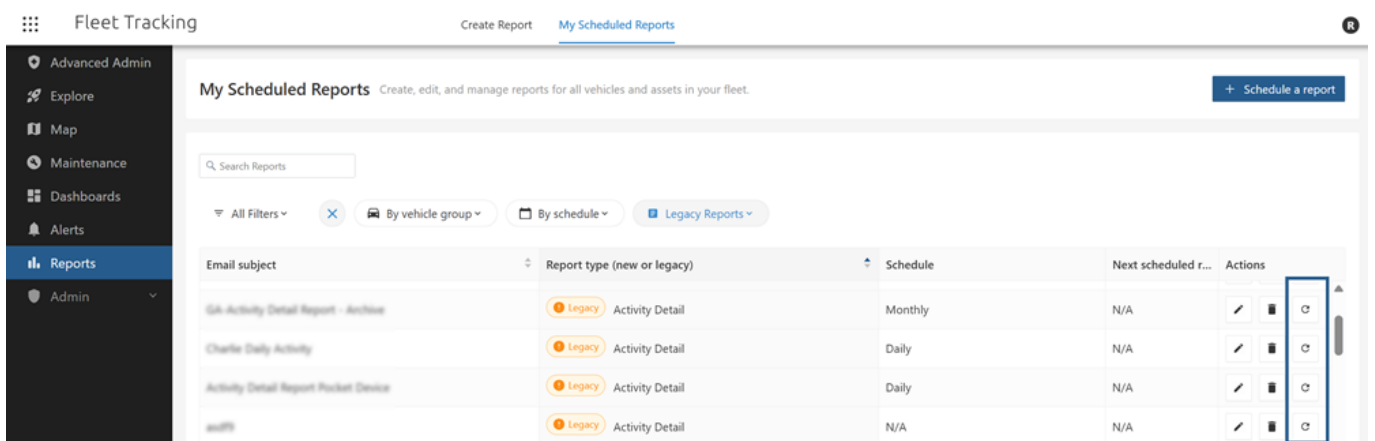
Fleet U

Report v

The End-of-life Legacy reports listed below are scheduled to be deprecated on 7/3/2026:

- Activity Detail Report
- Begin/End of Day Report
- Diagnostic Report
- Driving Violations Detail
- Driving Violation Summary
- Fleet Utilization Report
- Performance Report

Ready to make the switch to the new version? You can upgrade any eligible Legacy reports to the latest version using the **Convert to New Report** button.



The screenshot shows the 'My Scheduled Reports' page in the Fleet Tracking system. The page title is 'My Scheduled Reports' with a subtitle 'Create, edit, and manage reports for all vehicles and assets in your fleet.' There is a search bar and several filter buttons: 'All Filters', 'By vehicle group', 'By schedule', and 'Legacy Reports'. A table lists four reports, all marked as 'Legacy'. The 'Actions' column for each report contains three icons: a pencil (edit), a trash can (delete), and a circular arrow (convert to new report). The circular arrow icon is highlighted with a blue box in the original image.

Email subject	Report type (new or legacy)	Schedule	Next scheduled r...	Actions
GA Activity Detail Report - Archive	Legacy Activity Detail	Monthly	N/A	[edit] [delete] [convert]
Charlie Daily Activity	Legacy Activity Detail	Daily	N/A	[edit] [delete] [convert]
Activity Detail Report Pocket Device	Legacy Activity Detail	Daily	N/A	[edit] [delete] [convert]
andri	Legacy Activity Detail	N/A	N/A	[edit] [delete] [convert]

How to Convert a New Report

1. From the My Scheduled Reports tab of the Reports page, locate the report you would like to update using the Search and/or Filter options, or by scrolling through your scheduled reports.
2. Click the **Convert to a New Report** button in the Actions column corresponding to the applicable row of the report you'd like to update.

3. Click **Convert to a New Report**.

The Convert Report panel appears.

4. Adjust any parameters, then click **Convert**.

Note: *The Report Name cannot be adjusted.*

Once converted, a confirmation message will appear in the top right corner of the screen letting you know the report has been successfully updated to the new version.