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VisionTrack How-To User Guide

Autonomise Platform

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phone: 0333 043 4000

email: support@communicatebetter.co.uk

web: communicatebetter.co.uk

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Autonomise platform overview

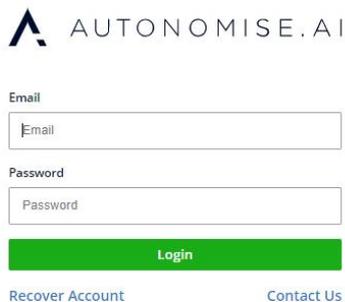
Autonomise captures, processes and stores high-definition video footage enhanced with telematics data. It is completely hardware agnostic and is compatible with any device capable of transmitting data – whether existing telematics systems or in-vehicle cameras. The data received is analysed using complex algorithms to present meaningful management information which is displayed in a series of user-friendly dashboards, alerts and reports. Audible alerts can be sent to the devices notifying drivers that their actions are being recorded, which has a positive effect on their behaviour on the road.

For the best experience we recommend using Google Chrome.

Login Page

The URL to access the Autonomise is <https://app.autonomise.ai> If you have a branded version of our site, you should use your own URL.

Please note that you will need to contact technical support at support.visiontrack.com if you do not have login details.



A AUTONOMISE.AI

Email

Password

Login

[Recover Account](#) [Contact Us](#)



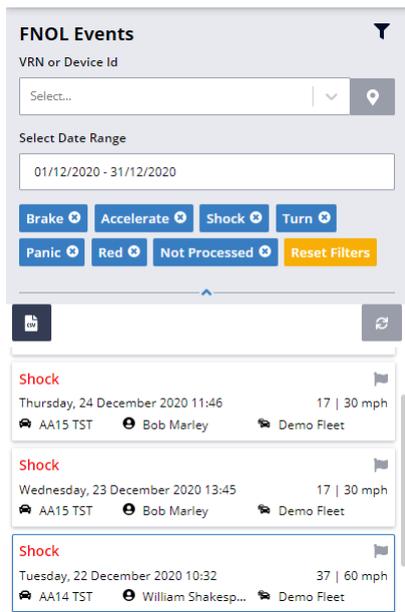
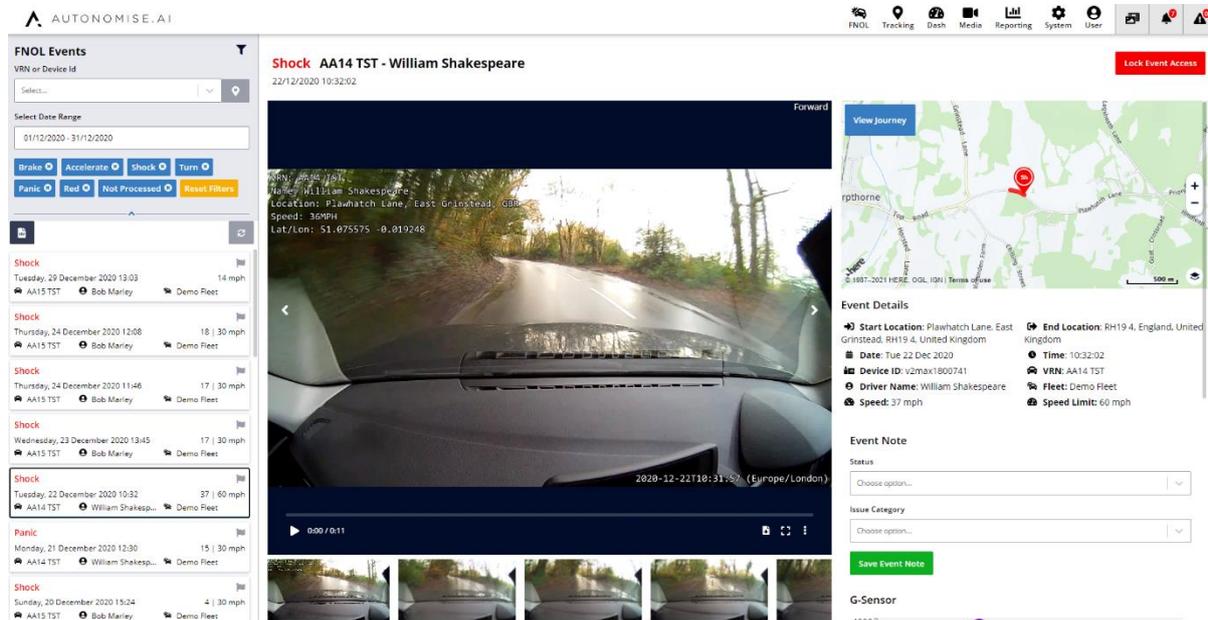
The “Recover Account” link allows you to reset your password without administrator assistance; the platform will prompt you to input your registered email address.

Once logged you can select where to go from the menu panel on the top right.



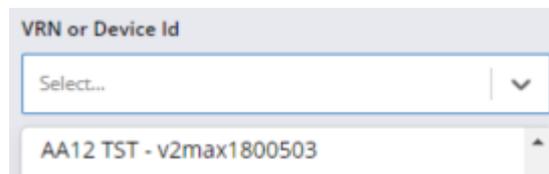
Events View (FNOL)

The FNOL Events tab allows users to monitor and check all events generated by a customer. It's also used to categorise events, status updates and footage requests. To access the FNOL Events tab simply click on the FNOL icon shown in the toolbar, a default filtered view of events for the period selected will show in the pane to the left of the map titled "FNOL Events" as shown below.

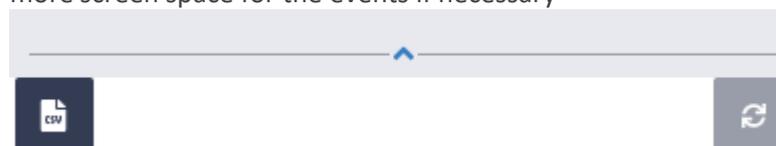


The default view shows Red Harsh Driving Events that have not been processed by an FNOL handler. You can clear these filters to see more events. Reset will return you to the default view.

The quick search allows you to change the date range or select a specific vehicle. You can search by VRN or device ID.



The filter panel has been made collapsible to allow you to have more screen space for the events if necessary



There is also a CSV download of the events that meet your current filters and an update button that will refresh the event list if there are new events to view.



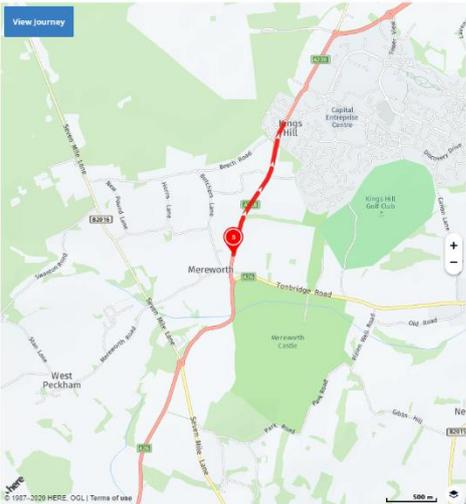
Lock Event Access can be used to prevent unauthorised users from viewing video before and after an incident.

The following details are provided when selecting the event:

- Video (If footage was requested or triggered in download)
- Snapshots
- Location
- G-Sensor
- Speed

Speed BJ19EXN VT3000 - Caroline Flack
24/12/2020 12:16:04

[View journey](#)



Event Details

➔ Start Location: Malling Road, Maidstone, ME18 5, United Kingdom	➔ End Location: Malling Road, West Malling, ME19 4, United Kingdom
📅 Date: Thu 24 Dec 2020	🕒 Time: 12:16:04 - 12:17:14
⌚ Duration: a minute	📱 Device ID: 003b00232f
🚗 VRN: BJ19EXN VT3000	👤 Fleet: MDVR Snapped
🏎️ Speed: 48 mph	🚦 Speed Limit: 40 mph

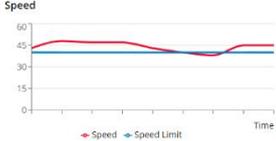
Event Note

Status
Choose option...

Issue Category
Choose option...

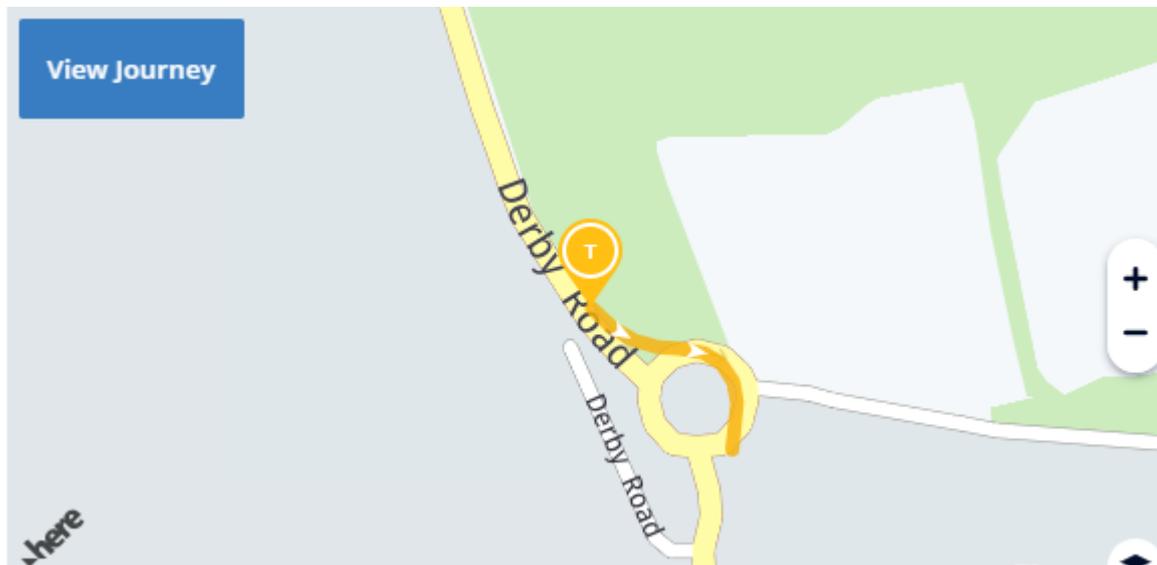
[Save Event Note](#)

Speed

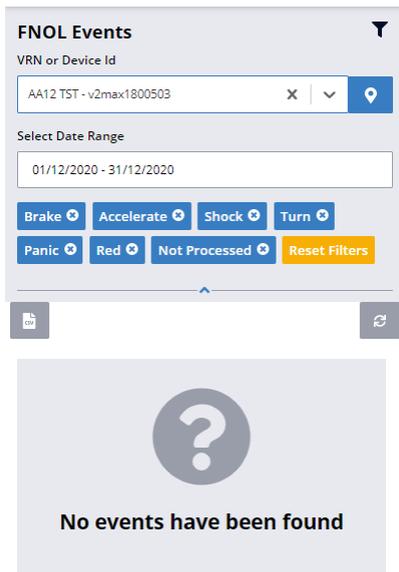


Request Video
Request Video Date and Time Video Length

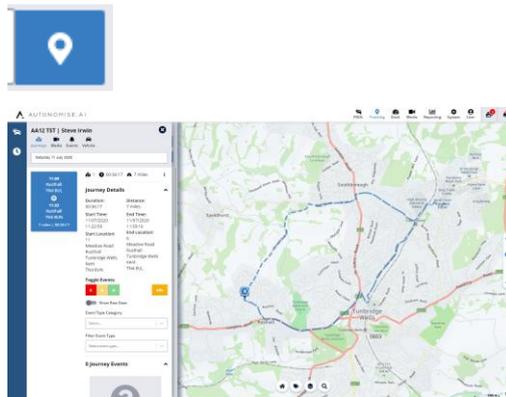
For events that occur over a period, such as the speeding event above, the track for the event is also shown. The icon is location when the maximum speed was reached (or first reached) or at the point the event was triggered. Some devices will show a track for accelerate, brake and turn events.



View Journey - This will show the current journey. You will also be able to select other journeys made by this vehicle.



You can also view journeys for vehicles that have no events. If you select the vehicle, then click on the location pin, this will show any journeys made by the vehicle even if there have been no events.



You can also request video from the event if the event did not trigger a video download. You can also edit the time to select video for any time on the day of the event.

Note: The request will need to be made within 3 days of the event to avoid the risk of data being overwritten

Finally, and most importantly, you can add notes and classification to the event. This can be done to raise attention to certain events and provides more detail when running event reports.

The Event can be given the following status values: Incident, Dismissed, Footage Requested, Requires Intervention and Not Processed.

It can also be given the following Issues Categories: Device Issue, Driver Issue, False Positive, Other. Additional information can be added for Incidents and Requires Intervention.

A note needs to be added for the even to stop being counted in the Needs Review count on the dashboard.

Event Note

Status

Issue Category

Alert Reason

Claim Number

Fleet Manager Note

Driver Note

Organisation alerts

Admin users can set up email alerting when certain types of notes are added. Select User -> Organisation and click on the Email page.

The recipient email address can be entered as free text, but the recipient will need to have a user account on the platform as they will be sent a link to the event.

Incident Emails are sent when an event is given the status "Incident".

Panic Button Alert emails are sent when a note is added to a panic button event.

Driver Related Emails are sent when an event is given the Issue Category of Driver Issue.

Organisation Emails



Recipient

Add To Group

Add

Incident Emails
No Emails

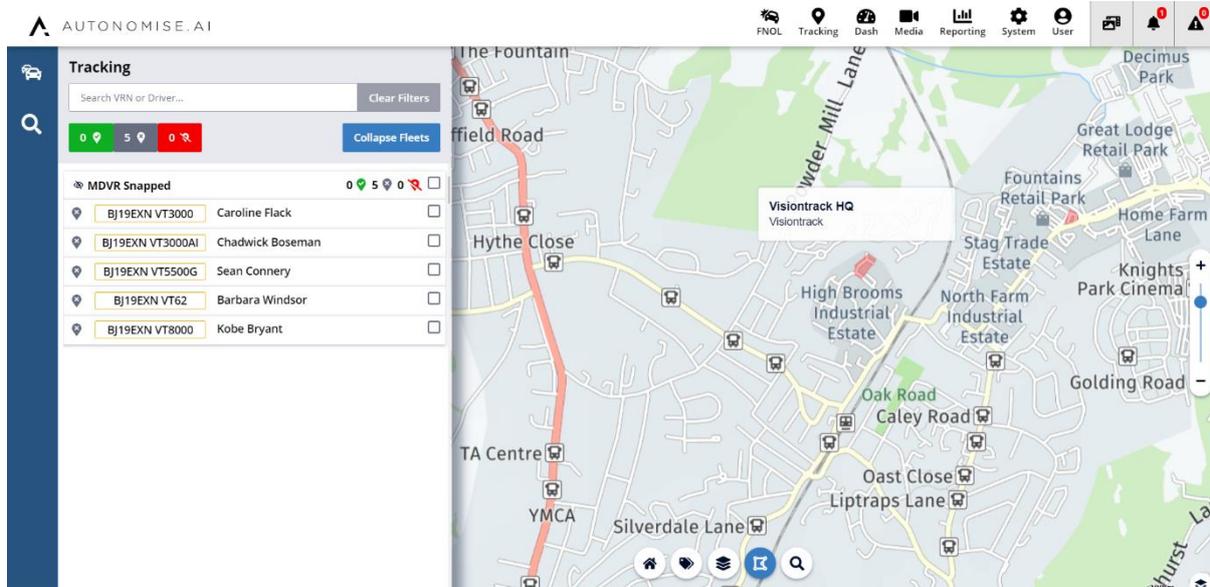
Panic Button Alert Emails
No Emails

Driver Related Emails
No Emails

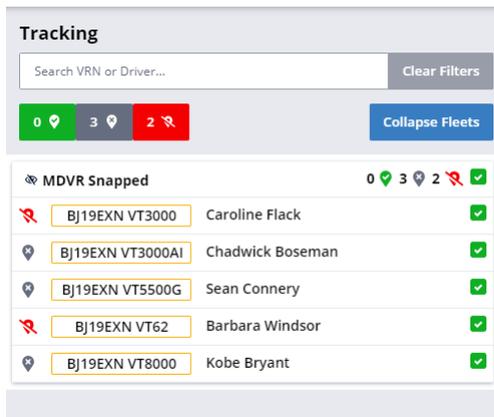
Save

Tracking

The tracking page shows all the vehicles in all fleets which you have access to. If you have the correct license you can also see Geofences for your organisation.



The left panel shows the fleet view and lists the vehicles in all the fleets you have permission to see.



To expand or collapse an entire fleet: click on this icon in the fleet panel: 

To track or untrack individual vehicles or all fleet vehicles shown, click on this icon next to the vehicle:

Vehicle/Driver Search: This search bar can be used to narrow down a search (see next page)

Online = 

Online vehicles will be shown as green. This will be when the vehicle is active and sending a GPS signal to the server.

Inactive = 

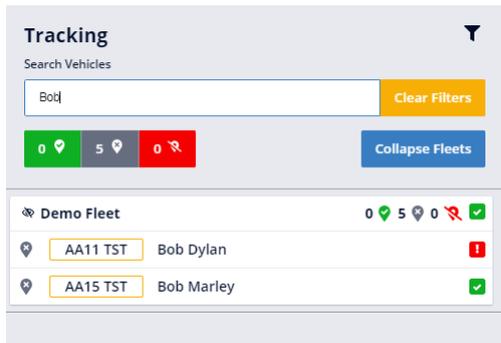
Inactive vehicles will be shown as red. This will be when vehicles have not been detected/registered for the last 3 days.

Offline = 

Offline vehicles will be shown in grey. This will be vehicles that are offline and not sending GPS signal, but that have been online in the last 3 days.

Searching for drivers/users

Start typing into the search field to filter by driver name and/or vehicle registration.

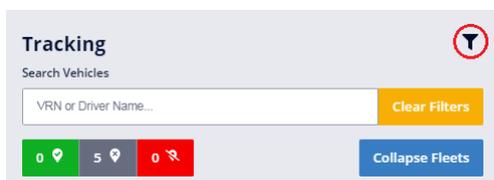


“Clear Filters” will clear all current filters and revert to default.

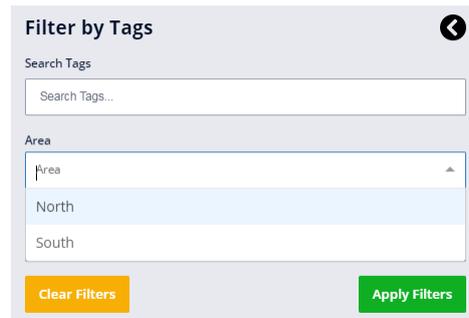
Collapse Fleets will hide all expanded fleets.
Expand Fleets will expand all collapsed fleets.

Tags Filter

Tags can be used to locate and view vehicles easily you will need to create and assign tags before you can use this function. You can search for vehicles based on tags attached to them. By default the Tags filter is not visible until you have created tags within the menu System > Vehicle maintenance (see #ref). Once created this will allow you to filter your view by tags created.



Click the filters button to access tags filter



To restore the initial view after you have finished searching, click on the “Clear Filters” button.

Tracking Page Buttons



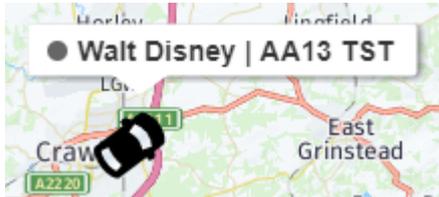
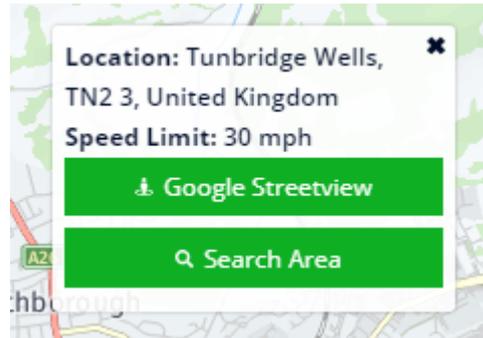
Home: This button sets the view to your fleet or organisation home location and default zoom.

Labels: This button changes the visibility of labels on vehicles.

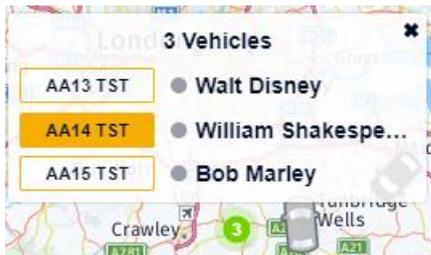
Layers: This button changes whether vehicles in the same location cluster or not, vehicles which can help when vehicles overlap.

Geofences: for Geofence enabled organisations, this displays or hides all Geofence zones.

Right-click on the map to show the address and speed limit. You can also open Google Streetview or you can Search the area.



The Labels/Tags button shows the driver and registration for every vehicle on screen, which can be useful if several vehicles are close together.



When multiple vehicles are selected the zoom level is set to include all of them in view, if possible.

When clustering is on, click on the coloured circle to see the list of vehicles in the cluster.

To open the vehicle panel: Click on a vehicle in the fleet list.

When it is high-lighted yellow, you can also click on the number plate shown on the Tracking map to open the vehicle panel.

Journeys

The journey tab shows journeys made by the selected vehicle. It will default to the most recent journey date.

AA13 TST | Walt Disney

Tuesday 22 September 2020

5 01:09:55 26 miles

Journey Details

Duration: 00:18:08 Distance: 10 miles
Start Time: 22/09/2020 13:03:08 End Time: 22/09/2020 13:21:16
Start Location: 124 South Road Haywards Heath West Sussex RH16 4LT End Location: Wilson Close Maidenbower Crawley West Sussex RH10 7
Average speed: 33.09 Mph

Toggle Events: R A G Idle

Show Raw Data

Event Type Category: Select...

Filter Event Type: Select event type...

6 Journey Events

Speed
Tuesday, 22 September 2020 51 | 40
13:10 mph

Using the toggle events buttons will filter the visible journey events shown.



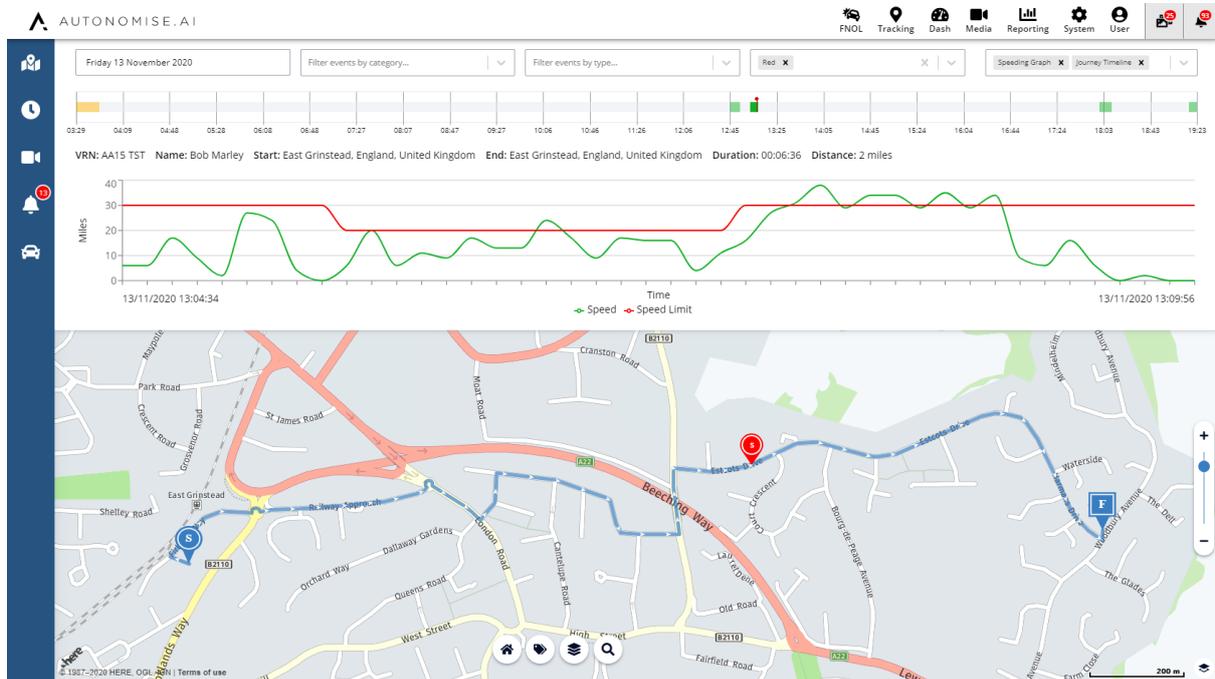
Red | Amber | Green Events

Journeys that are still underway are shown as “Currently Active”.

Active or newly completed journeys are not included in the data used for the dashboard or for reporting

Timeline

The timeline view is shown when you click on the clock icon. It shows a horizontal bar representing the vehicle activity on the day selected. The bar adjusts to the length of the driving “day” for the vehicle, so the hours before the first journey of the day and after the last journey of the day are not shown.

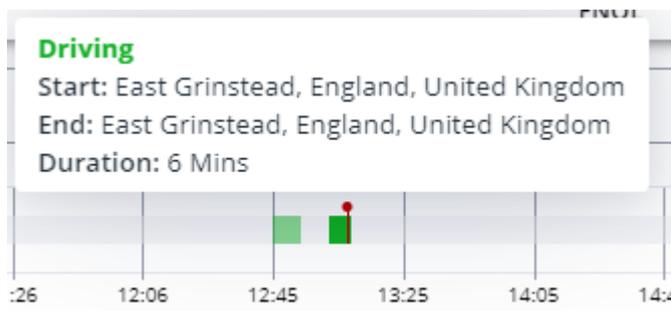


The details under the timeline show the journey summary: the start and end locations, the total journey time (including idling) and distance.

The speeding graph is shown for the currently selected journey. If you select a different journey, then the speeding graph will be updated. Therefore, the timeline for the day and for the journey do not align.

You can select or deselect either the timeline or the speeding graph if you want to see more of the map.

Hover over the timeline to get more information:



The start and end locations will be for the whole journey, but the duration will be for the journey segment.



Vehicle status during a journey can be shown differently:

Green is for driving (when the device is on and the vehicle is moving).

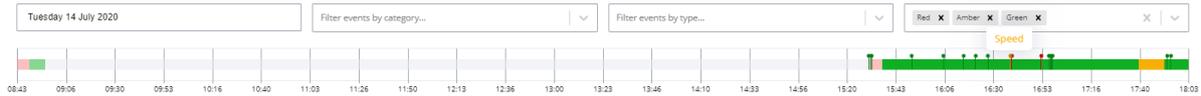
Amber is for idling (when the engine is on, but the vehicle is stationary for more than a few minutes).

Red means there was no GPS signal for more than a few minutes (often caused by a tunnel or underground car park but could also be an indication of suspicious driver behaviour).

Grey is for offline (the device is off, or the device is on but the engine is off).



You can also show the events on the timeline. Hover over the event to show what type of event it was. By default only Red events are shown, but you can change this selection.



You can also filter for specific event categories or types.



Clicking on the event will open the event window, close this window to return to the timeline view.

Hover over the speeding graph to see speed, speed limit and time for that moment:



Media

Here you can view all videos for the vehicle and request additional video. Click the arrow, enter the date and time and, if your customer settings allow, you may be able to edit the video length. You can also request overlay which will apply vehicle driving information to the requested video. Once you are ready to request the video click on 'Send Request'. If you don't select any channels, all channels will be returned by default.

If you click on the row a new window will open, and you can view the video and details of the event.

The following controls are available on the media player.



Click the down arrow to download the video to your computer or mobile device as an MP4.

Click the camera to download a full-resolution clip from a longer stand-resolution video.

Click the square to view the video full screen (ESC to close).

Click the three dots to request a video for immediately before or immediately after the current video.

You can drag the cursor along the timeline of the video to quickly scan through the video to the bit you are interested in.



At the bottom right of the screen, you can also request additional footage.

Request Video

Request Video Date and Time

24/12/2020 12:20:36

Video Length

10s

Channels

Select channel name...

With Overlay

Send Request

These videos are added to the event, so you will need to scroll through the thumbnails to find them.

Events

The events tab shows all the events that occurred for that vehicle. The event will be classified (red, amber or green) as per the fleet settings.

Event Classification	Event Type	Date and Time	Speed	Speed Limit
Green	Speed	Tuesday, 22 September 2020 13:17	65	60 mph
Yellow	Speed	Tuesday, 22 September 2020 13:17	62	50 mph
Green	Speed	Tuesday, 22 September 2020 13:10	51	50 mph
Red	Speed	Tuesday, 22 September 2020 13:10	51	40 mph
Yellow	Speed	Tuesday, 22 September 2020 13:10	47	40 mph
Yellow	Speed	Tuesday, 22 September 2020 13:10	47	40 mph
Yellow	Speed	Tuesday, 22 September 2020 13:09	48	40 mph
Green	Speed	Tuesday, 22 September 2020 13:09	32	30 mph
Yellow	Speed	Tuesday, 22 September 2020 13:09	35	30 mph

As for media, to view the details of the event click on the event in the list

The event page shows details of the event: event type, classification, location, date, time, speed, speed limit, vehicle, driver and fleet. For device generated events, it will show G-sensor and speed graphs.

To search for particular events:

Open the events panel by clicking on the arrow at the top right corner of the sidebar. Open the filter panel to select search criteria. The panel will default to show all event types, most recent first.

Filter Events

Event Classification

Red

Event Type Category

Select...

Filter Event Type

Brake

Accelerate

Shock

Turn

Vehicle

The Vehicle tab shows the vehicle and device details, these can be used to verify that the vehicle is set up correctly and so that VisionTrack Technical Support can easily find your device if you need their assistance.

**AA13 TST | Walt Disney**

**Vehicle Info**

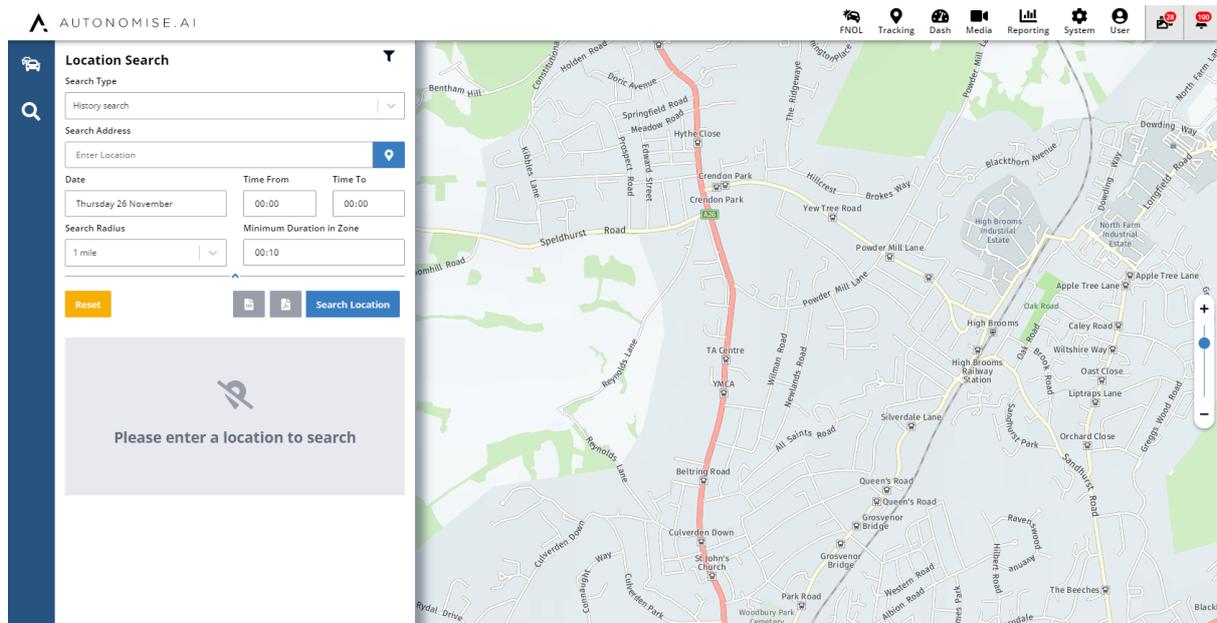
VRN: AA13 TST	Fuel: Petrol
Type: Car	Engine: 01242
Make: AUDI	Model: A3
Chassis #: ZFA16900000602773	

**Device**

Device Id: v2may1800412	Last Reported: 22/09/2020 13:35:45
-----------------------------------	----------------------------------------------

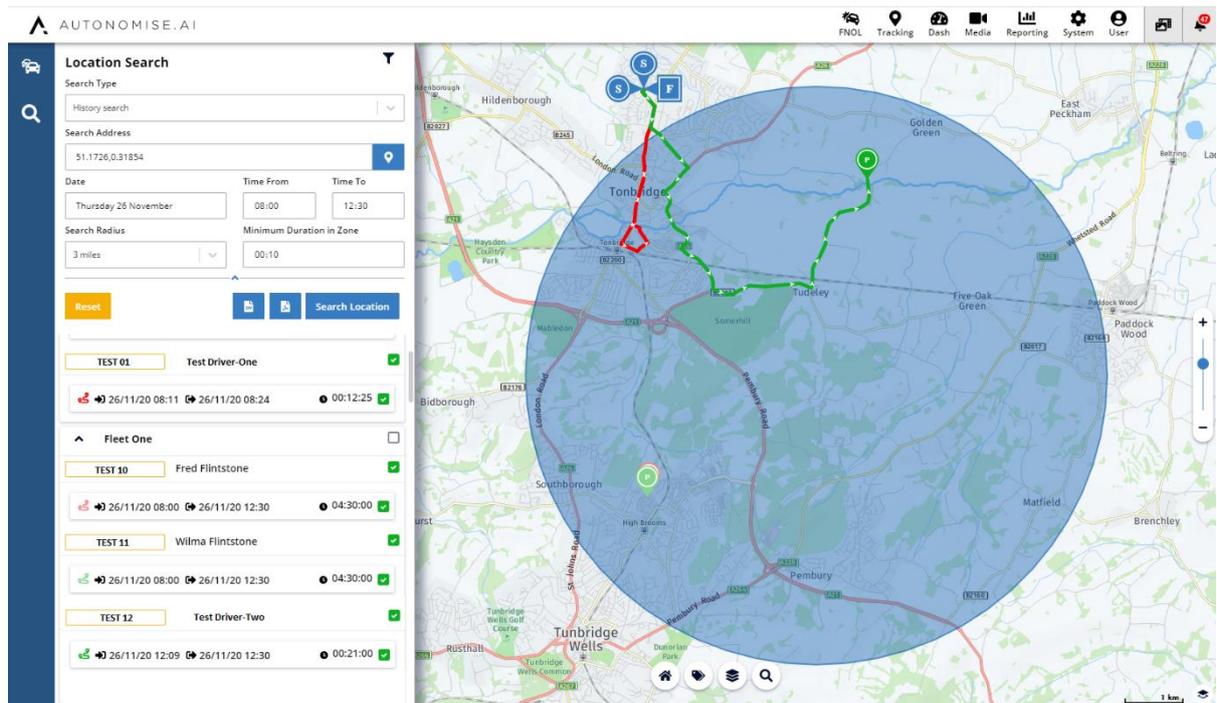
Location Search

On the Tracking Page, click the magnifying glass to access the location search:



Historical Search

The Historical Search identifies vehicles that were in a given location on a particular day. Right-click on the map or enter the address, select the date, enter the time window (from and to), select the search radius and enter the minimum duration the vehicle should have spent in the search area.

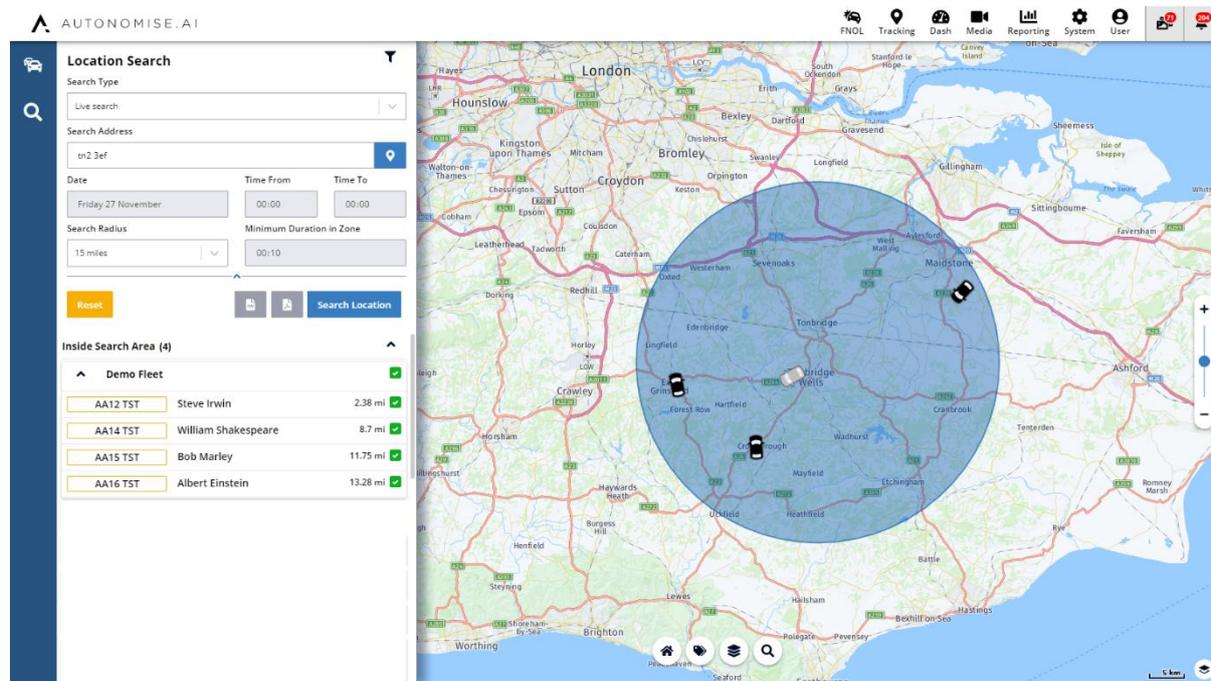


All vehicles that meet the search criteria will be returned – whether they were parked the whole time and/or they drove into or out of the search area during that time.

Search results can be exported in CSV or PDF formats.

Live Search

Live search returns results based on the vehicles' current locations. Vehicles are ordered based on the nearest first.



Advanced Search

Exported searches are saved so you can return to them. In the advanced search options you can quickly retrieve the results of these searches so you do not have to run the search again.

You can also add additional filters for fleet and vehicle to narrow down your search results.

Right click on the map for a shortcut to search in the location selected.

Counters

At the top right are three counters. These show the number of media requests, events and alerts.



The media request count is requests for today. You can filter media by date, by fleet and by specific vehicle, although you can also see media requests by going to the Media page – see below.

The event count is for today and by default all the events for the last 24 hours are shown. You can filter events by date range, fleet, driver, event category and type, classification, and status (if it has an event note).

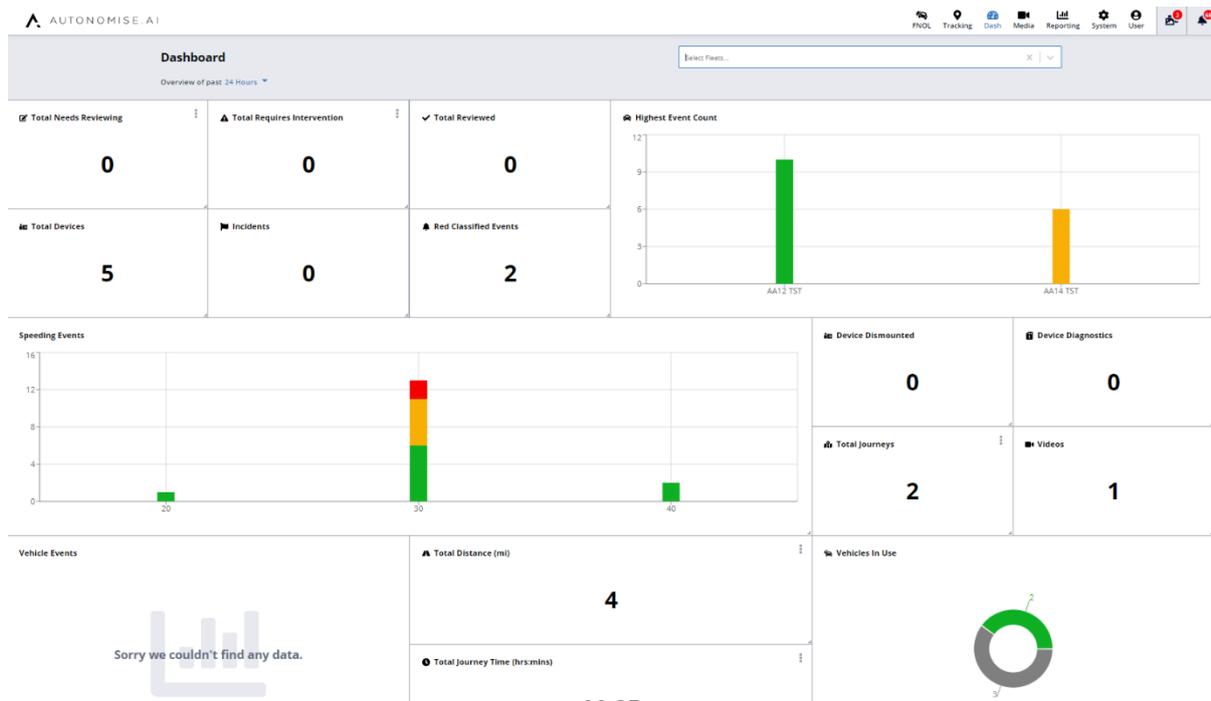
The alert count is for today and by default all the alerts for the last 24 hours are shown. You can filter alerts by date range. Alerts are intended to be used by vehicles that are currently in use and clicking on an alert will take you to the vehicles last known location or journey. For old alerts you should search for the event.

Dashboard

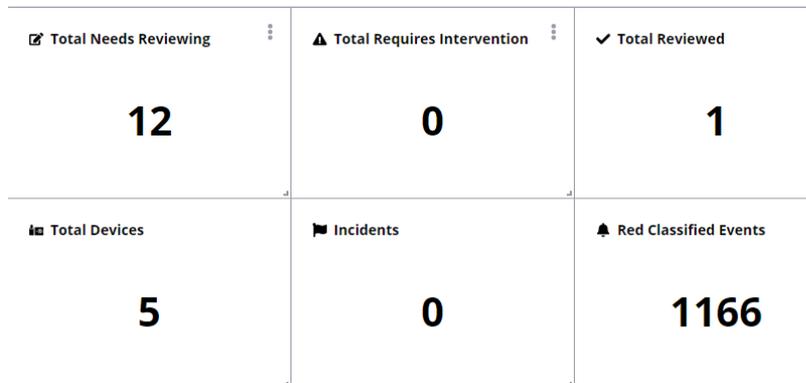
The dashboard gives an instant view of the current status of your fleets, showing journey and event data from the last 6, 12, 24, 48 hours. You can also select to see data over the past week or for any given date range in the last three months.

All the tiles are movable and re-sizeable by simply dragging them around. To see the data from a single fleet, select the fleet in the dropdown menu at the top right of the welcome banner.

The example screenshots below show a dashboard for an organisation licensed for Tracking and FNOL. For Tracking only, the reviewing and intervention tiles are dropped, as well as the Highest Event Count and Agent Response Times graphs. For FNOL only, the journey and distance tiles are dropped, as well as the Driving/Idle and Vehicles In Use graphs.



Some tiles give the option to view in more detail, click on those that are available to see more detail.

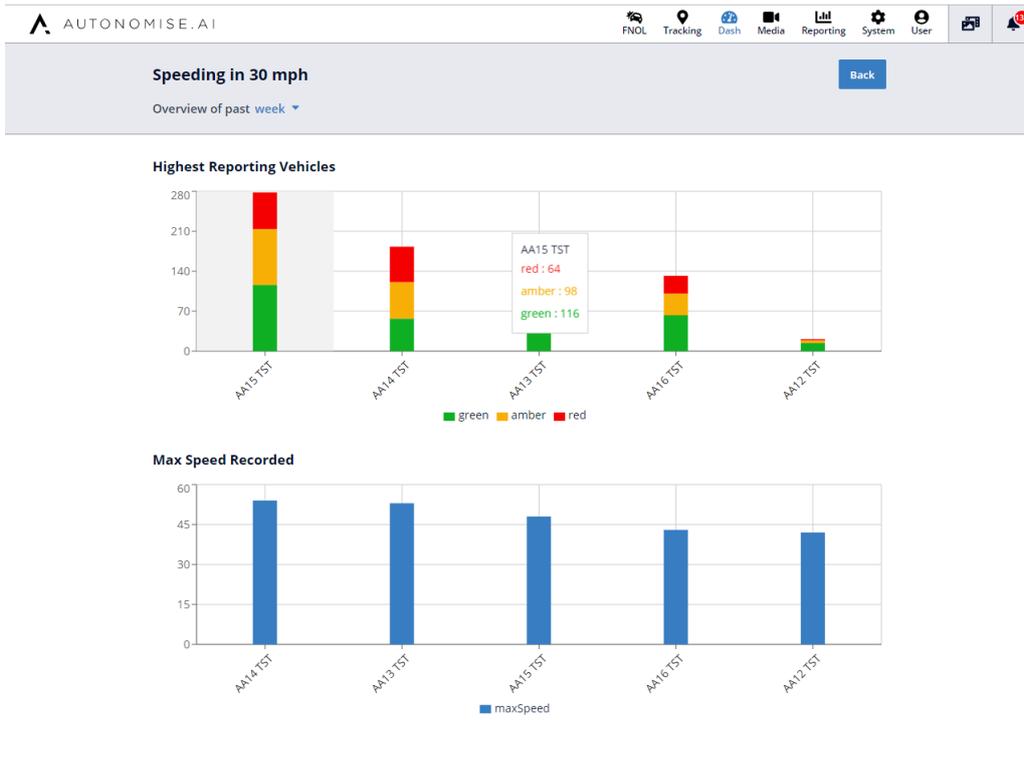


Event tiles click through to the FNOL page.

If you need to see older Intervention events, then click on the three dots to toggle between the date range selected and all time.



Clicking on a column in one of the Events graphs (speeding events or vehicle events) will take you to a breakdown for that column by vehicle. For speeding it shows the vehicles ranked by both number of events and maximum speed.



Clicking on a vehicle will take you to the vehicle events page filtered for that vehicle and that event type.

Vehicle Events

Filters | Export

VRN	Event Type	Classification	Speed	Speed Limit	Event Date	Address
AA13 TST	Shock	Red	0 mph	Unknown	02/11/2019 10:46:41	UNKNOWN

Previous | Next

<p>Device Dismounted</p> <p>1</p>	<p>Device Diagnostics</p> <p>43</p>
	<p>Videos</p> <p>249</p>

Device Dismounted tells you how many events have been marked as from dismantled devices. These devices will likely not be functioning correctly, so should be reinstalled as soon as possible.

Device diagnostics clicks through to the Health Check Page. This can also be accessed from the System menu.

Videos clicks through to the Media Page. This can also be accessed from the Media menu.



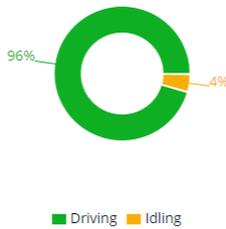
Clicking on a journey tile (number of journeys, distance or time) will take you to a breakdown by vehicle ranked by the tile selected.

Clicking on a vehicle will take you to the vehicle journeys page sorted most recent first.

Vehicle Journeys [Return to Dashboard](#)

VRN	Start Date	End Date	Distance	Duration	Idle Duration	Idle Count	Start Address	End Address
AA13 TST	06/11/20... 08:06:04	06/11/20... 08:57:30	41	00:51:26	00:00:00	0	22 Milton Road, Crawley, RH10 3AY, United Kingdom	Tunbridge Wells, England, United Kingdom

Driving/Idle Status

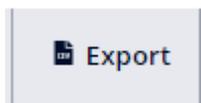


Clicking on the idling tile takes you to a breakdown by vehicle ranked by the time spent idling.

Clicking on a vehicle will show you where the vehicle has been idling, listed most recent first.

Vehicle Idling AA13 TST - AUDI A3

VRN	Fleet Name	Start Time	End Time	Duration	Lat	Lng	Address
AA13 TST	Demo Fleet	02/11/2019 20:52:09	02/11/2019 21:35:13	00:43:04	51.3816	-0.0848	Croydon, England, United Kingdom



The export button will give you a CSV download of the data. These exports are very fast but are restricted to the last 3 months.

Once you're at the detailed level, on the Vehicle Events, Journeys and Idling pages, it is also possible to change the filters to generate multiple data exports, although you do always have to have a vehicle selected.

Media page

Media

Media requests that have been created or updated today can be easily found by clicking this icon in the top right corner.



The system will automatically request video for panic button events and red harsh driving events. For other events, the media will need to be requested manually. This will need to be done within a few days, before the device overwrites the data on the SD card.

To find out how long your device can record for, please refer to [support.visiontrack.com for documentation](https://support.visiontrack.com/documentation)

For more flexibility, or to view all media, the Media page is a place to find all videos that have been requested on the platform. You will be able to see requests for all the vehicles you have access to, even if you didn't make the request.



AUTONOMISE.AI

FNOL Tracking Dash Media Reporting System User

Media

Filters Export

VRN	Video Start	Last Actioned	Org Name	Fleet Name	Driver Name	State	Viewed
AA13 TST	08/09/2020 10:53:54	08/09/2020 10:57:49	MSG Automotive Solutions Limited	Demo Fleet	Walt Disney	Done	✓
AA13 TST	31/08/2020 12:19:45	31/08/2020 12:22:45	MSG Automotive Solutions Limited	Demo Fleet	Walt Disney	Done	✓
AA13 TST	28/08/2020 14:44:36	28/08/2020 14:47:32	MSG Automotive Solutions Limited	Demo Fleet	Walt Disney	Done	
AA15 TST	12/08/2020 17:52:53	12/08/2020 18:04:13	MSG Automotive Solutions Limited	Demo Fleet	Bob Marley	Done	✓
AA14 TST	11/08/2020 14:57:21	11/08/2020 15:00:31	MSG Automotive Solutions Limited	Demo Fleet	William Shakespeare	Done	
AA13 TST	07/08/2020 14:57:36	07/08/2020 14:58:51	MSG Automotive Solutions Limited	Demo Fleet	Walt Disney	Done	✓
AA13 TST	07/08/2020 14:44:15	07/08/2020 14:46:19	MSG Automotive Solutions Limited	Demo Fleet	Walt Disney	Received	✓
AA13 TST	26/07/2020 15:21:53	26/07/2020 15:24:35	MSG Automotive Solutions Limited	Demo Fleet	Walt Disney	Done	
AA15 TST	22/07/2020 08:18:26	22/07/2020 08:21:45	MSG Automotive Solutions Limited	Demo Fleet	Bob Marley	Done	

Page: 1 of 1 (11 Total Rows)

Video data and tracking information will be available for 100 days. Only video for events flagged as incidents will be available after the retention period has expired.

The status of the request is shown. All requests that have the status Done can be viewed. Queued means the request is waiting to be sent to the device, most likely this is because the device is offline. Unavailable means the device has no video for that time, either because it was offline or the media has since been over-written. A video can Fail for various reasons, most commonly if the retry count has been exceeded.

AUTONOMISE.AI

VRN: AA12 TST
 Name: Steve Irwin
 Location: Langton Road, Rusthall, GBR
 Speed: 42MPH
 Lat/Lon: 51.131568 0.239633

0:03 / 0:11

2020-07-13T19:29:54 (Europe/London)

Video Start: Monday, 13 July 2020 19:29
 VRN: AA12 TST
 Requested By: Stuart Bowles
 Last Actioned: Thursday, 16 July 2020 09:34

Filters Export

VRN	Video Start	Last Actioned	Car Name	Fleet Name	Driver Name	State	Viewed

Click the down arrow to download the video as an MP4. 

Click the square to view the video full screen (ESC to close). 

You can drag the cursor along the timeline of the video to quickly scan through the video to the bit you are interested in.

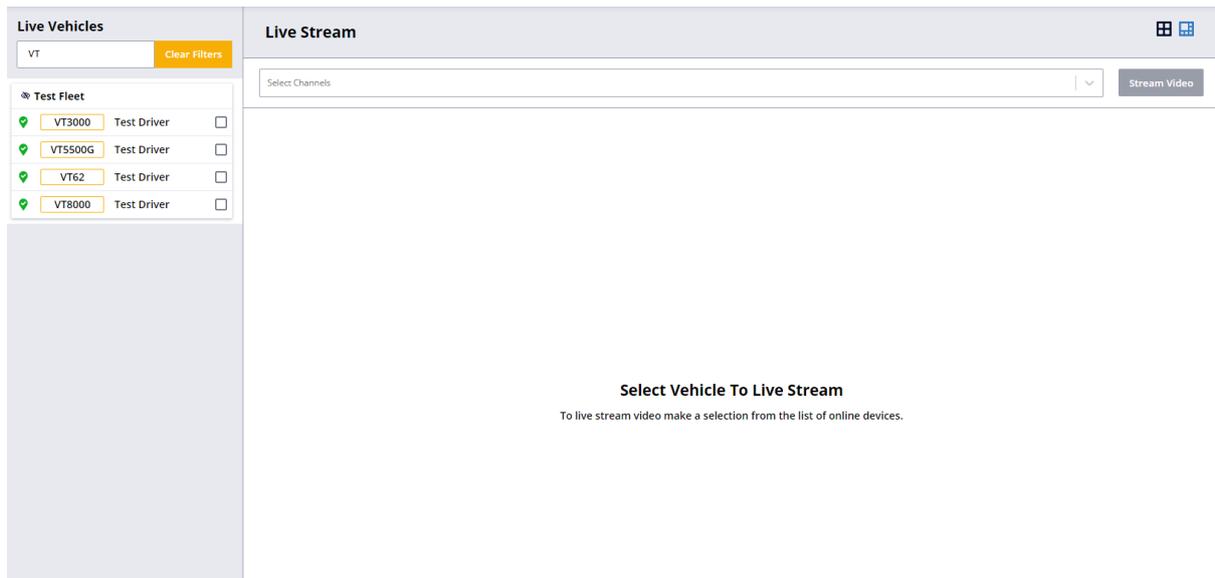


Live Stream

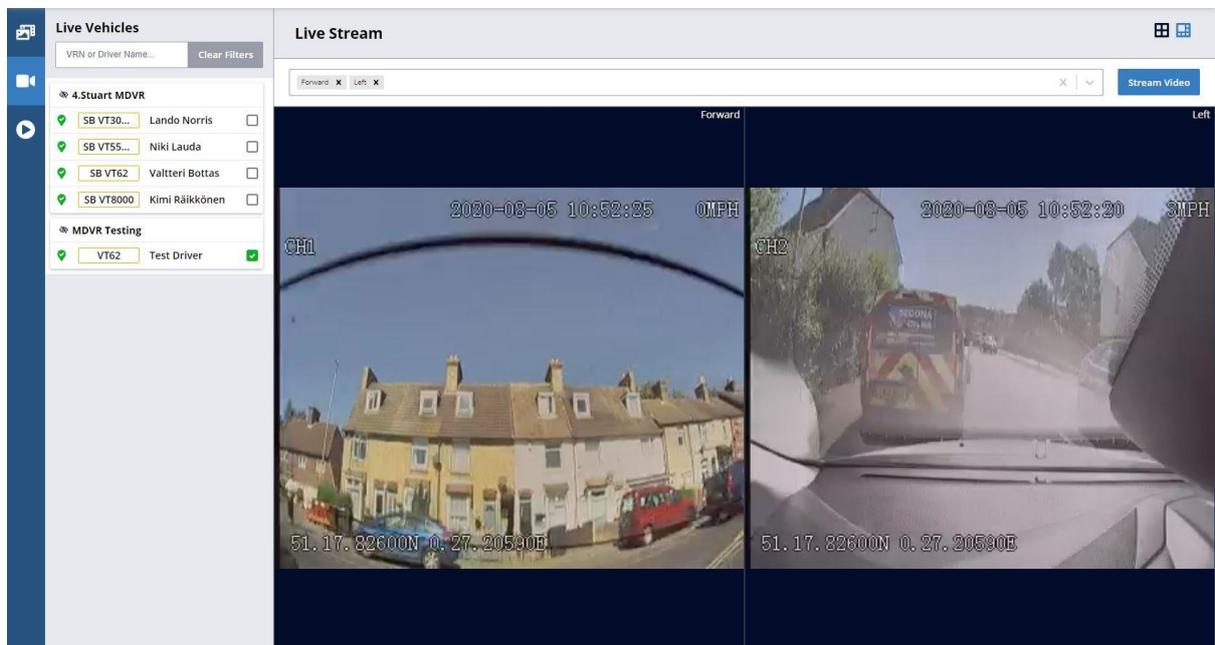
An organisation with the appropriate license can livestream and playback the video directly from devices that have this capability.



Select the livestream icon and streaming devices that are currently online will be available to view. You can filter the list by VRN or driver name.



Select the device you want to livestream. If you do not select any channels, all channels will be returned by default. You can update your selection by clicking the Stream Video button.

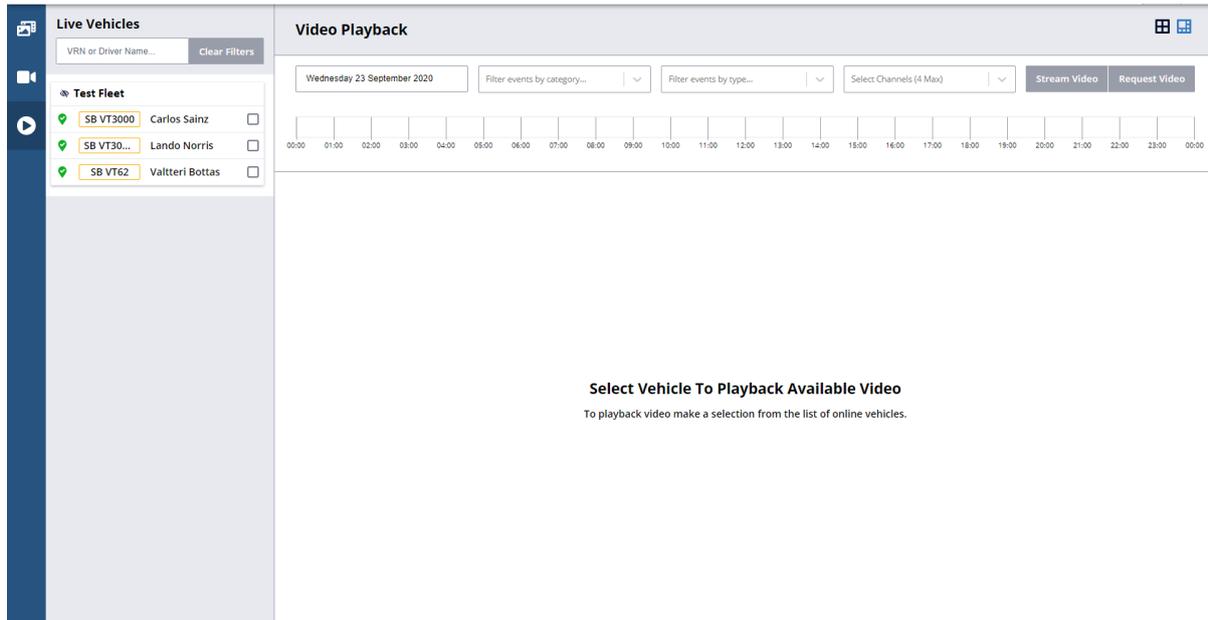


Provided the device remains online, the livestream will play for two minutes.

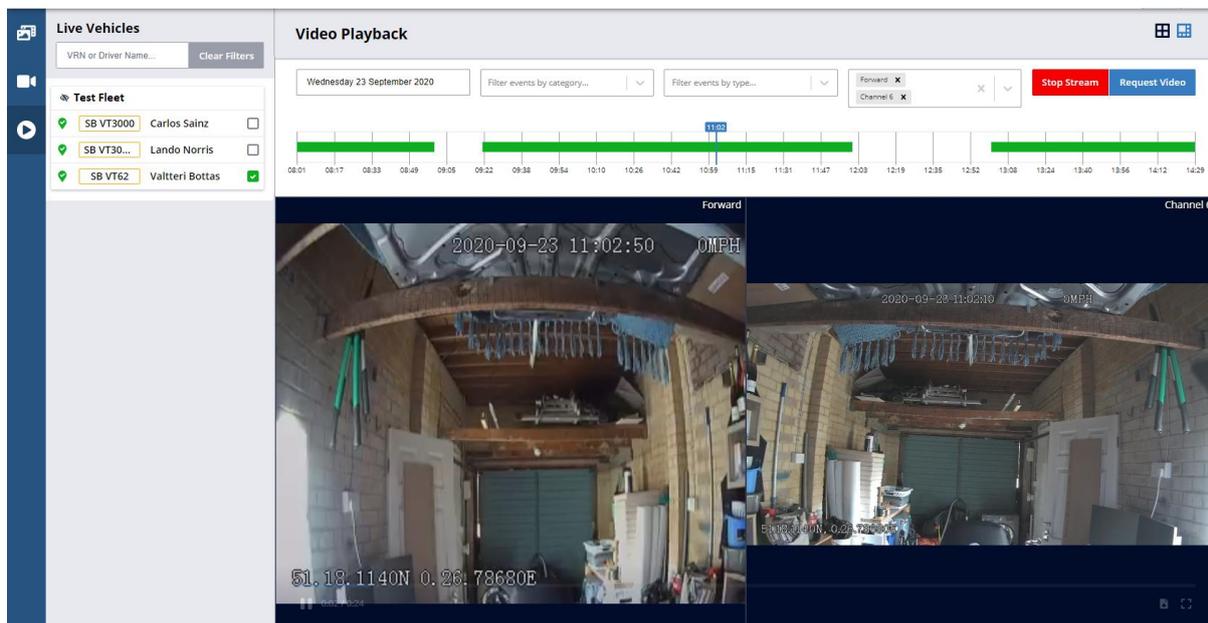
Play Back



Select the playback icon and streaming devices that are currently online will be available to view.



Select a device and a timeline will be displayed. This includes events – you can filter to find a particular event if needed. Select the channels (up to four) and time you want and click Stream Video.

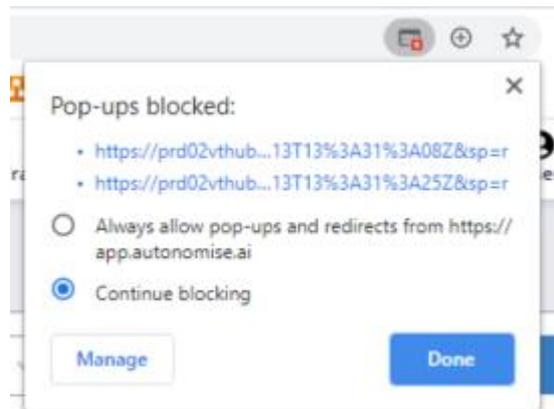


Provided the device remains online, the stream will play for ten minutes, but you can stop the stream at any time by clicking the red button.

From the Playback screen, there are two ways you can also download video footage. To quickly and immediately download all the footage since you started the playback stream, click on the download button (circled).



If you have multiple cameras selected, but only one video downloads, check if you have pop-ups blocked – this is shown in the top right of the address bar. Select to allow pop-ups and redirects, then retry the download.



To request footage for another time, select the vehicle then click Request Video. Specify the start time and duration of the video you want to download – you can request up to two minutes in High Resolution and up to thirty (30) minutes at Standard Resolution. Unfortunately some devices don't support standard resolution videos.

Request Playback Video

<p>Date</p> <input type="text" value="Wednesday 23 September 2020"/>	<p>Time (HH:MM:SS)</p> <input type="text" value="08:35:00"/>
<p>Video Length (MM:SS)</p> <input type="text" value="02:00"/>	<p>Video Resolution</p> <div style="border: 1px solid #ccc; padding: 2px;"> Standard Resolution ▼ </div> <div style="border: 1px solid #ccc; padding: 2px; margin-top: 2px;"> High Resolution </div> <div style="border: 1px solid #ccc; padding: 2px; margin-top: 2px; background-color: #007bff; color: white;"> Standard Resolution </div>
<p>Device Channels</p> <div style="border: 1px solid #ccc; padding: 2px; display: flex; gap: 10px;"> Forward <input checked="" type="checkbox"/> Right <input checked="" type="checkbox"/> Rear <input checked="" type="checkbox"/> </div>	<p>Cancel Request Video</p>

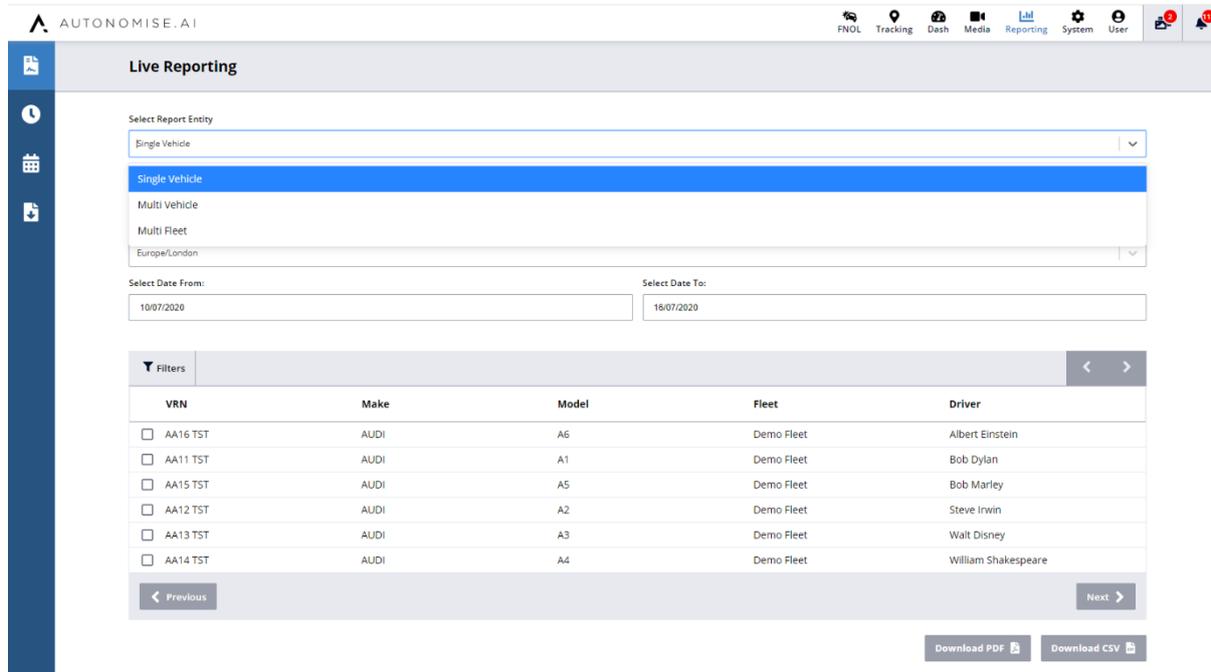
This request will be sent to the device. When it's been processed you can find it on the media page.

Reporting

There are several report types available. These are highly configurable and the reporting suite is being expanded with each release.

Live Reporting

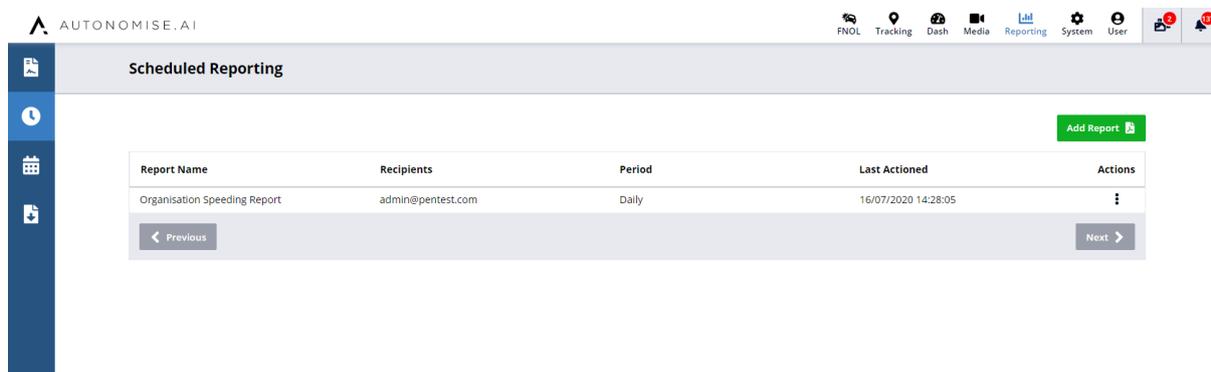
All reports can now be run on demand. First select whether you want a single vehicle, multi vehicle or multi fleet report. Then select the report you want – see section below for the list of available reports.



Select the required date range and vehicle, vehicles or fleets, then click Download CSV or Download PDF. Live reporting uses the current fleet and vehicle lists – historic data is not available.

Scheduled Reporting

This page shows you any scheduled reports you have set up and allows you to add, edit or delete the schedules.



To add a new schedule click Add Report. Give your schedule a name and enter the recipients. You can select users from the organisation – or add a new email address.

Add Scheduled Report
Back

Report

Schedule Name

Recipients

x v

Create "me@email.com"

Choose option...

Schedule

Change Time Zone

v

Select File Type:

x v

Report Period

v

Add Report

Select from the report types listed below, then select your preferred time zone and reporting period.

For daily reports, then choose which days you would like to receive the report – you can tick as many days as you want. Data will be for the day before.

Report Period

x v

Monday Tuesday Wednesday Thursday Friday Saturday

Sunday

For weekly reports, choose which day of the week you would like to receive. Whichever day you select, data will be for the previous week.

Day Of The Week

x v

For monthly reports, choose which date (1-28). Data will be for the previous month.

Report Period

x v

Day Of The Month

x v

List of available reports

DETAILED EVENTS

Multi-fleet report for FNOL Events (red non-speeding events only)

FNOL Event Report						
Event Time	Fleet	VRN	Event Details	Location	Created	Created By

DETAILED JOURNEY

Single vehicle report listing out all journeys

DETAILED JOURNEY SUMMARY REPORT						
REPORT TOTALS	Trips: 9		Drive Time: 02:38	Avg Drive Time: 00:17	Earliest Start Time: 00:52	Earliest Finish Time: 12:39
	Distance: 6.00		Stop Time: 08:33	Avg Stop Time: 00:57	Latest Start Time: 17:43	
	Max Speed: 40		Idle Time: 02:15	Avg Idle Time: 00:15	Average Start Time: 09:57	
WEEKEND TOTALS	Trips: 2		Drive Time: 00:39	Avg Drive Time: 00:19	Earliest Start Time: 13:52	Earliest Finish Time: 14:12
	Distance: .04		Stop Time: 00:00	Avg Stop Time: 00:00	Latest Start Time: 15:08	
	Max Speed: 1		Idle Time: 00:38	Avg Idle Time: 00:38	Average Start Time: 14:30	
					Average Finish Time: 14:50	

EVENT

Multi-vehicle report listing all events. This report offers the option to filter by event type and classification.

Detailed Event Report			
Event Time	VRN	Event Details	Location

EVENT NOTE

Multi-fleet report summarising event notes

Event Note Report																			
Fleet	Not Processed	Actioned Events	Actioned Under 30Mins	G-Shock	Panic	Incident	Requires Intervention	Dismissed	Footage Requested	Accidental Panic Button	Adverse Weather	Device Dismounted	Door Closing	Driver Behaviour Event	Engineer Test	Hard Acceleration	Uneven Road	Speed Bump	Unknown
Fleet One	10	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fleet Five	26	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

EXCEPTION

Single vehicle, multi vehicle or multi fleet report listing out all events. This report offers the option to filter by event type and classification.

For multi-vehicle this is similar to the Event report.

Exception Report				
REPORT TOTALS	No. of Exceptions: 36		Harsh Acceleration Count: 3	Fastest Vehicle: A1 - 76 Mph
	Speed Event Count: 32		Harsh Brake Count: 0	Most Events: A1 - 18 Events
	Event Time	Vehicle / Driver	Event Details	Location

IDLE

Multi vehicle, multi-fleet report showing vehicle idling, total time and as a percentage of total journey time. This report allows you set a minimum time period for idling to allow you to look at the worst cases only. If set to zero then the org setting with idling will be the minimum.

Idle Summary								
REPORT TOTALS	Trips: 34		Total Idle: 04:31		Highest Idle: 02:15		YR63 VYU	
	Distance: 108 Miles		Idle Cost: 4.12		Lowest Idle: 00:00		LV06 PUU	
	Vehicle	Driver	Journey Time	Distance	Idle Events	Avg Idle Duration	Idle	Idle Cost

JOURNEY

Single vehicle, multi vehicle or multi fleet report listing out every journey, including start and end time and location, drive time, distance, max and average speed.

Journey Summary Report					
Start Time	Start Location	Drive Time	Idle Time	Max Speed	
End Time	End Location	Stop Time	Distance	Avg Speed	

JOURNEY SUMMARY

Multi vehicle or multi fleet report summarising journeys on a per vehicle or per fleet basis

Journey Summary Report									
Fleet		Journey Count	Distance	Max Speed	Duration	Idling			
Journey Summary Report									
Recorder Id	Vin	Driver	Fleet	Journey Count	Distance	Max Speed	Duration	Idling	

LAST REPORTED

Multi vehicle, multi-fleet report showing the date and time the platform last received data from each device.

Device Last Reported Report			
Device Id	Last Updated	VRN	Driver name

MILEAGE DETAILED

Multi-vehicle, multi-fleet report showing the mileage done by each vehicle each day. Vehicles without journeys are not shown. This report allows a filter by day of the week and time of day so that only certain shifts are included.

Detailed Mileage Report			
REPORT TOTAL	Trips: 34 Distance: 107.7m	Business: 84.6m Private: 23.1m	Highest Business: 0.0m Highest Private: 0.0m

MILEAGE SUMMARY

Multi-vehicle, multi-fleet report showing total mileage for each vehicle over the whole period. All vehicles are included. This report allows a filter by day of the week and time of day so that only certain shifts are included.

Mileage Report					
REPORT TOTALS	Trips: 34 Distance: 107.7	Business: 84.6 Private: 23.1	Highest Business: 62.1 Highest Private: 16.9	A1 A2	
Vehicle	Driver	Trip Count	Business Mileage	Private Mileage	Total Mileage

SCOREBOARD

Multi-vehicle, multi-fleet report showing the number of events for each vehicle/fleet and then scoring the vehicle/fleet for events per mile.

Score Board								
Vehicle	Speed Events	Acceleration Events	Brake Events	Corner Events	Idle Events	Total Events	Distance	Events/100 Mil

SPEED LIMIT

Multi-vehicle, multi-fleet UK speeding report, categorised as shown and not linked to the fleet classification thresholds.

Detailed Speed Limit Report																	
No. Vehicle / Driver	20mph Band		30mph Band		40mph Band		50mph Band		60mph Band		70mph Band		Total	Overall Total	Total Distance (Miles)	Idling Time	
	CAT 1	CAT 2	CAT 3	CAT 1	CAT 2	CAT 3	CAT 1	CAT 2	CAT 3	CAT 1	CAT 2	CAT 3					CAT 1
25-30	31-40	41-50	51-60	61-70	71-80	81-90	91-100	101-110	111-120	121-130	131-140	141-150	151-160	161-170	171-180	181-190	191-200

TABULAR TIMESHEET

Multi-vehicle, multi-fleet report showing a table with the values from the Timesheet report. Vehicles without journeys are not shown.

Time Sheet Report									
REPORT TOTALS		Trips: 16 Distance: 3 Miles Work Time: 01:37	Avg Trips: 16 Avg Distance: 3 Miles Avg Work Time: 01:37	Drive Time: 01:37 Stop Time: 03:13 Idle Time: 00:18	Avg Drive Time: 01:37 Avg Stop Time: 03:13 Avg Idle Time: 00:18	Earliest Start Time: 02:09 Latest Start Time: 17:43 Average Start Time: 44:36	Earliest Finish Time: 01:12 Latest Finish Time: 18:02 Average Finish Time: 47:27		
A1									
Date	Start Time	End Time	Work Time	Drive Time	Stops	Time at Stops	Idle Time	Distance	Max Speed

TIMESHEET

Multi-vehicle, multi-fleet report showing start and end time for each vehicle for each day. All vehicles are included. This report allows a filter by day of the week and time of day so that only certain shifts are included.

Time Sheet Report									
Report Totals		Trips: 16 Distance: 108 Miles Work Time: 01:34	Avg Trips: 0 Avg Distance: 3 Miles Avg Work Time: 01:34	Drive Time: 08:56 Stop Time: 25:17 Idle Time: 04:31	Avg Drive Time: 00:08 Avg Stop Time: 00:26 Avg Idle Time: 00:33	Earliest Start Time: 00:52 Latest Start Time: 17:43 Average Start Time: 01:33	Earliest Finish Time: 01:12 Latest Finish Time: 18:02 Average Finish Time: 01:40		
Vehicle / Driver	Wednesday 23 Dec	Thursday 24 Dec	Friday 25 Dec	Saturday 26 Dec	Sunday 27 Dec	Monday 28 Dec	Tuesday 29 Dec		

UNCLASSIFIED EVENTS

Multi-vehicle, multi-fleet report showing device events that were below the threshold to generate an event on the platform.

Exception Report				
REPORT TOTALS		No. of Exceptions: 9 Speed Event Count: 0	Harsh Acceleration Count: 2 Harsh Brake Count: 1	Fastest Vehicle: A1 - 77 Mph Most Events: A1 - 6 Events
Event Time	Vehicle / Driver	Event Details		Location

UTILISATION

Single vehicle, multi vehicle or multi fleet report showing a timeline for each vehicle each day.

Vehicle Graphical Time Report											
REPORT TOTALS		Trips: 13 Distance: 33 Miles	Work Time: 24:01 Stop: 10:19	Drive Time: 02:37 Avg Drive Time: 00:24	Idle Time: 00:00 Avg Idle Time: 00:24	Earliest Start Time: 07:11 - 23/12/2020 Latest Start Time: 13:57 - 28/12/2020	Earliest Finish Time: 07:16 - 23/12/2020 Latest Finish Time: 14:03 - 28/12/2020				
Date	02:00	04:00	06:00	08:00	10:00	12:00	14:00	16:00	18:00	20:00	22:00

Historical Reporting

Here you will find older data for you fleets and vehicles, plus the organisational level reports. This section is due to be archived and all reports available here can now be accessed from Live Reporting.

AUTONOMISE.AI

FNOL
Tracking
Dash
Media
Reporting
System
User

Historical Reporting

Select Report Entity:

Select Report Group:

Select Report Type:

Journey Summary
A summary of journeys by vehicle for the date range selected.

Journey Detail
Details of each journey made during the date range selected.

Select Time Zone:

Select Date From: Select Date To:

Filters

VRN	Make	Model	Fleet	Driver
-----	------	-------	-------	--------

Report History

This will show all the reports you have requested, listing the most recent first. You can view any that are completed by clicking on the download icon.

Reporting History							
Report	Entity	Date From	Date To	Format	Date Requested	Status	
Device Health Check	Fleet	06/11/2019	07/11/2019	CSV	07/11/2019 14:09:11	Completed	
Speeding Summary	Fleet	06/11/2019	07/11/2019	PDF	07/11/2019 14:08:56	Completed	
Last Reported	Fleet	31/10/2019	06/11/2019	CSV	07/11/2019 12:39:58	Completed	
Speeding Detail	Vehicle	31/10/2019	06/11/2019	CSV	07/11/2019 12:06:06	Completed	
Speeding Summary	Vehicle	31/10/2019	06/11/2019	PDF	07/11/2019 12:05:21	Completed	

[< Previous](#) [Next >](#)

Processing – The platform is generating the report. (Maximum processing time 30 minutes)

No Data – No data could be found on the selected date and time period.

Completed – Report is available for download, please click on the download icon next to the report.

Failed – If you see this please speak with VisionTrack Technical Support to investigate.

Reporting History will also contain any Dashboard exports you have requested.

System

This section has been broken down into the following parts:

- Audit History
- Health Check
- Platform Management
- Fleet Management
- User Management

Audit History

To access, go to 'System' and select 'Audit History'.

The platform holds a full audit history of changes including:

- Addresses
- Drivers
- Event Notes
- Fleets
- Map Settings
- Organisation Tags
- Organisations
- Scheduled Reports
- Users
- Vehicle
- Vehicle Tags

In this section you can access a high level view of the data available. If you have a specific query about any of this data please contact VisionTrack Technical Support.

Health Check

This allows you to see the health of the VisionTrack devices. You can select a date range of up to a month for any time period:

You are also able to filter by error type, currently including:

- Invalid GPS No GPS position received for more than a few minutes
- Media No response from the device after ten attempts
- SD Card Device unable to write to the SD card
- Recording Device unable to record video
- Firmware Device has a firmware version that has been blacklisted
- Config Device has a configuration setting that has been blacklisted
- Missing Data Journey has telemetry gaps of more than a few minutes

Generally, an occasional error is nothing to be concerned about, but repeated errors over a prolonged period will indicate a faulty device. If you have a query about any of this data please contact VisionTrack Technical Support.

Health Check

Filters: Date From: 17 Mar 2020 15:28, Date To: 13 Apr 2020 15:28, Error Type: Choose option..., Fleet: Demo Fleet

Error Recorded	Date Reported	VRN	Device Id	Organisation Name	Fleet	Driver Name
Invalid GPS	08/04/2020 18:21:08	AA14 TST	v2max1800741	MSG Automotive Solutions Limited	Demo Fleet	William Shakespeare
Recording error	08/04/2020 17:26:31	AA14 TST	v2max1800741	MSG Automotive Solutions Limited	Demo Fleet	William Shakespeare
Invalid GPS	08/04/2020 17:11:33	AA14 TST	v2max1800741	MSG Automotive Solutions Limited	Demo Fleet	William Shakespeare
Invalid GPS	04/04/2020 10:44:56	AA15 TST	v2ma51900200	MSG Automotive Solutions Limited	Demo Fleet	Bob Marley
Missing Data	21/03/2020 09:23:28	AA13 TST	v2may1800412	MSG Automotive Solutions Limited	Demo Fleet	Walt Disney
Missing Data	20/03/2020 12:18:59	AA12 TST	v2may1800503	MSG Automotive Solutions Limited	Demo Fleet	Steve Irwin
Recording error	18/03/2020 19:18:37	AA16 TST	v2may1800228	MSG Automotive Solutions Limited	Demo Fleet	Albert Einstein
Recording error	18/03/2020 18:59:46	AA16 TST	v2may1800228	MSG Automotive Solutions Limited	Demo Fleet	Albert Einstein

Vehicle management

Before you can edit this section, you will need to create at least one fleet (See Fleet Management section). If you have multiple fleets, select the one you need from the drop-down list at the top of the screen.

You can see all created vehicles and drivers; you can filter if you have a very large fleet. This section allows you to:

- Create vehicles
- Assign devices to vehicles
- Create Drivers
- Assign drivers to vehicles
- Unassign Device from vehicle
- Unassign Driver from vehicle

VRN	Make	Model	Driver Name	Action
<input type="checkbox"/> AA16 TST	AUDI	A6	Albert Einstein	⋮
<input type="checkbox"/> AA11 TST	AUDI	A1	Bob Dylan	⋮
<input type="checkbox"/> AA15 TST	AUDI	A5	Bob Marley	⋮
<input type="checkbox"/> AA12 TST	AUDI	A2	Steve Irwin	⋮
<input type="checkbox"/> AA13 TST	AUDI	A3	Walt Disney	⋮
<input type="checkbox"/> AA14 TST	AUDI	A4	William Shakespeare	⋮

The three dots in the action column allow you to change vehicle details:

Name	Action
Edit Vehicle	⋮
Add/Edit Tags	⋮
Unassign Device	⋮
Unassign Driver	⋮
Move Fleet	⋮

Edit Vehicle: Allows users to edit vehicle details including make, model, colour and more.

Add/Edit Tags: Allows users to add or edit tags that are assigned to the vehicle.

Unassign Device: Removes the device from the vehicle.

Unassign Driver: Removes the driver from the vehicle.

Move Fleet: Allows users to move a vehicle, plus any assigned device or driver, to different fleet.

Add Vehicle

Add Vehicle

VRN
VRN...

Chassis Number
Chassis Number...

Vehicle Type
Choose option...

Vehicle Icon Colour

Engine Size
Engine Size...

Fuel Type
Fuel Type...

Make
Make...

Model
Model...

Vehicle Colour
Vehicle colour...

Emissions
CO2 Emissions...

You can use the VRN search which will query the DVLA database (UK only) to populate the fields required to add a vehicle.

You will still need to manually select the vehicle type from a selection of: Car

- Van
- Tractor and Trailer
- Small Rigid Truck

Do not use Unknown for active vehicles. Events for this vehicle type will not be classified).

Devices

Once you have created a Vehicle you can drag and drop any unassigned devices in the fleet (from the left section) into the vehicle. This will be done automatically for devices installed using the Engineering App.

Devices and Drivers

Devices Drivers

Filter Results

VT2000	v2may1800228 V2MAY1800228	▼
VT2000	v2max1800741 v2msx1800726	▼
VT2000	v2ma51900200 v2ms51900423	▼
VT2000	v2max1800503 v2msx1800739	▼
VT2000	v2may1800412 V2MAY1800412	▼

Vehicle Management

Demo Fleet

Filters

<input type="checkbox"/>	VRN	Make	Model
<input type="checkbox"/>	AA16 TST	AUDI	A6

Chassis Number: ZFA16900000602773
Engine Size: 01242
Vehicle Colour: GREY
Last Reported: Never
Tracking Device: -

Drivers

Here you can create drivers, once created you can drag and drop onto the vehicle to assign the driver in the same way as devices.

Devices and Drivers

Devices **Drivers**

Filter Results

Add Driver

Add Driver

First Name

Last Name

Phone Number

Assign User

Add Driver

You can assign a user to the driver. Although a number of users will be available, this is most useful for users with the Driver role who will only have access to data for the vehicle their driver is assigned to.

If a user is not available it is because they are already assigned to another driver.

Assign User

- Test Driver - Driver10@visiontrack.com
- Test Manager - Manager10@visiontrack.com

Tags

Tags have been designed for filtering and reporting. They are set up at organisation level and can support or enhance the fleet structure. Each tag group can have multiple tags and a vehicle can be assigned one or more tags in each tag group.

Tags can be assigned to an individual vehicle by clicking on the three dots in the Action column, or to multiple vehicles by ticking the checkboxes then clicking on "Manage Tags". Note that this will overwrite any existing tags for the vehicles selected.

Manage Tags **Add New Vehicle**

Filters	VRN	Make	Model	Driver Name	Action
<input checked="" type="checkbox"/>	AA16 TST	AUDI	A6	Albert Einstein	⋮
<input checked="" type="checkbox"/>	AA11 TST	AUDI	A1	Bob Dylan	⋮

Vehicle Tags



Search Tags

Area

North

South

Clear Tags

Apply Tags

If you have a lot of tag groups, you can filter the list using “search tags”.

Once you’ve found the tag group you’re looking for select all items that apply, then click “Apply Tags”.

Fleet Management

Here you can add fleets; the address and map details are copied from the Organisation you created.

Here you can also register new devices and drag and drop them into your fleet(s).

The screenshot shows the 'Fleet Management' dashboard. On the left, there is a 'Devices' sidebar with a 'Register New Device' button. The main area is titled 'Fleet Management' and features a green 'Add Fleet' button in the top right. Below this is a 'Filters' section and a 'Search List' with a search box containing 'Demq'. A table displays fleet information:

Fleet Name	Unallocated Devices	Allocated Devices	Total Devices	
Demo Fleet	0	5	5	 

Navigation buttons for 'Previous' and 'Next' are located at the bottom of the table.

Edit Fleet

From the Edit Fleet button, you can edit the following: 

- Fleet details
- Thresholds
- Notifications

Fleet Details

This allows you to edit the populated details you entered when you created the fleet.

The 'Edit Fleet' form is divided into two main sections: 'Fleet Name' and 'Address'. The 'Fleet Name' section includes fields for 'Fleet Name' (containing 'Demo Fleet'), 'Default Map Location' (51.1, 0.2), 'Distance Unit' (Miles), 'Default Zoom Level' (15), and 'Default Vehicle Type' (Car). The 'Address' section includes fields for 'Search Address', 'Address Line 1' (Unit 2), 'Address Line 2' (Chapman Way), 'Address Line 3' (High Brooms), 'Town' (Tunbridge Wells), 'Postcode' (TN2 3EF), and 'Country' (United Kingdom). A green 'Update Fleet' button is located at the bottom right of the form.

Name, Address, Default Map Location, Distance Unit, Default Zoom Level and Default Vehicle Type
Confirm changes by clicking 'Update Fleet'.

Thresholds

Here you can adjust the thresholds for the alerts based off Green, Amber and Red events. Thresholds are highly configurable and can be set differently for different vehicle types.

Edit Thresholds Back

Speeding Thresholds %

Car Speeding Thresholds
0 11 25

Small Rigid Truck Speeding Thresholds
0 11 25

Tractor Trailer Speeding Thresholds
0 11 25

Van Speeding Thresholds
0 11 25

Harsh Driving Thresholds

Car Harsh Driving Thresholds
Low Medium High

Small Rigid Truck Harsh Driving Thresholds
Low Medium High

Tractor Trailer Harsh Driving Thresholds
Low Medium High

Van Harsh Driving Thresholds
Low Medium High

Update Thresholds

Speeding Thresholds are set at a percentage above the road speed limit. The amber threshold can start between 1 and 24 % over the speed limit and the red threshold can start anywhere between 25 and 75 % over depending on when you want to trigger red alert notifications.

Harsh Driving Thresholds are selected from a pre-defined set of values. A High threshold will generate the fewest events; to see more events generated you should set the threshold to Medium or even Low.

This screen is also where the fleet can be set up for partner integrations.

Click 'Update Thresholds' to confirm changes.

Notifications

This section allows you to assign a user to receive alerts via email.

Edit Notifications Back

Alert Notification Emails

Driver behaviour

Brake Accelerate Shock Turn

Recipient
Email... + Add

Manager10@visiontrack.com

Advanced Driver Assistance Systems
 Lane Departure Forward Collision Warning

Recipient
Email... + Add

Safety and Security

Panic

Recipient
Email... + Add

Update Notifications

The recipient does not need to have a user account, but the notification will only send them a link to the event in the platform, so it will be meaningless if they can't log in.

An alert will be sent for any red event generated in the fleet of the event type(s) selected. This has been designed to be highly configurable so that you can send alerts in different categories to different people if required.

Click 'Update Notifications' to confirm changes.

User Management

This is where you can create users and assign them to fleets with a role title.

Depending on your user role, the available roles may include Administrator, Manager, Engineer, FNOL, and Driver.

The screenshot displays the 'User Management' interface. On the left, there is a table with columns for First Name, Last Name, Email, Roles, and Fleets. The table contains three rows of user data. On the right, there is a 'New User' form with fields for Email, First Name, Last Name, and Phone Number. Below these fields is a dropdown menu for 'Base Fleets and Roles On' and a list of roles (FNOL, Driver) and fleets (Demo Fleet). A green 'Add New User' button is at the bottom right.

First Name	Last Name	Email	Roles	Fleets
Test	Driver	Driver10@visiontrac...	driver	Demo Fleet
Test	Manager	Manager10@visiontrac...	manager	Demo Fleet
TestTwo	Manager	Driver20@visiontrac...	driver	Demo Fleet

New User

Email

First Name

Last Name

Phone Number

Base Fleets and Roles On

Roles
FNOL
Driver

Fleets
Demo Fleet

Add New User

A driver user can only see their current vehicle and the journeys and events they have made in that vehicle.

The FNOL role is designed for users who are monitoring incoming events. The FNOL Events page is designed around their needs to see all information about an event in one place.

The engineer role is for someone who is using the engineering app to fit and calibrate devices in vehicles for your organisation.

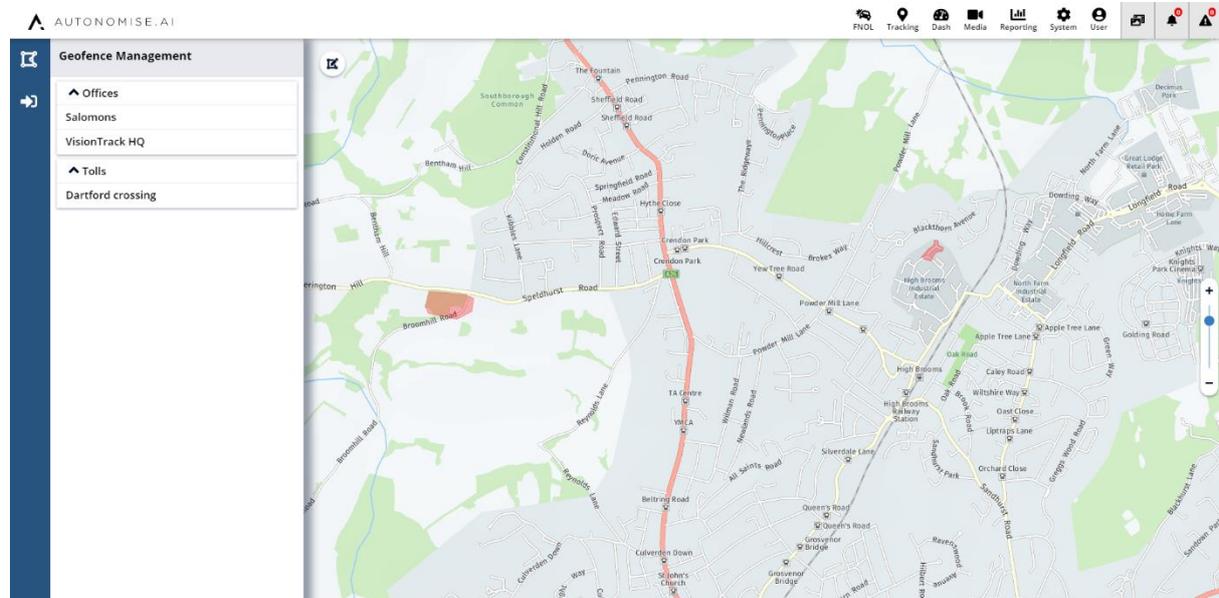
The fleet manager role is designed for someone who needs to see journeys and events for all the vehicles in their fleet or fleets. They can see the dashboard for a summary what's happening in their fleet as well as each vehicles journeys and events. They can see the health check page, add, edit and delete vehicles in their fleet(s), edit details of their fleet including thresholds and add, edit and delete driver and FNOL users.

Administrator is at organisation level. This user role can update the organisation details, add, edit and delete users of all user types, create fleets and see the audit history as well as do everything a fleet manager can do. You do not need both roles.

Geofence Management

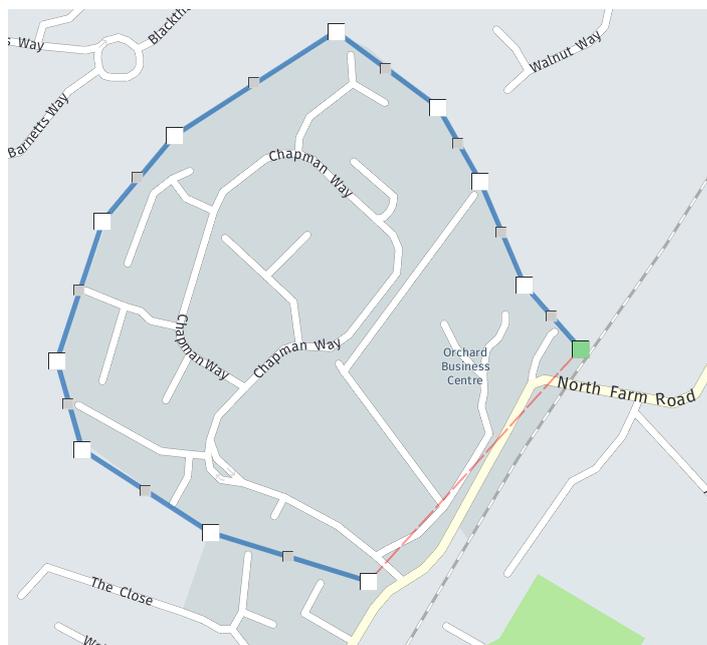
Geofences

If you have the Geofence license, you additionally have access to the Geofence management page. Here you can create, edit and delete geofences to get notifications as to where (and when) your vehicles are operating.

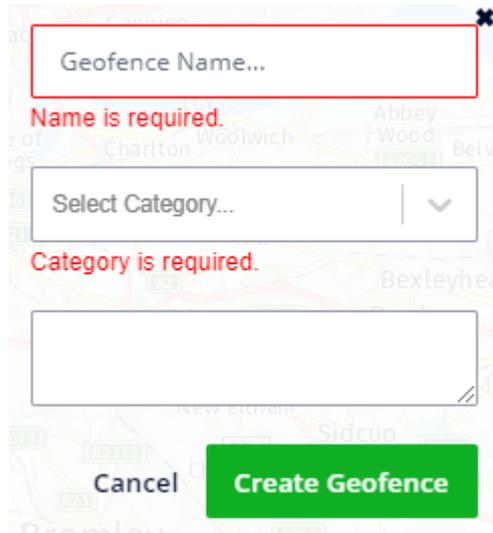
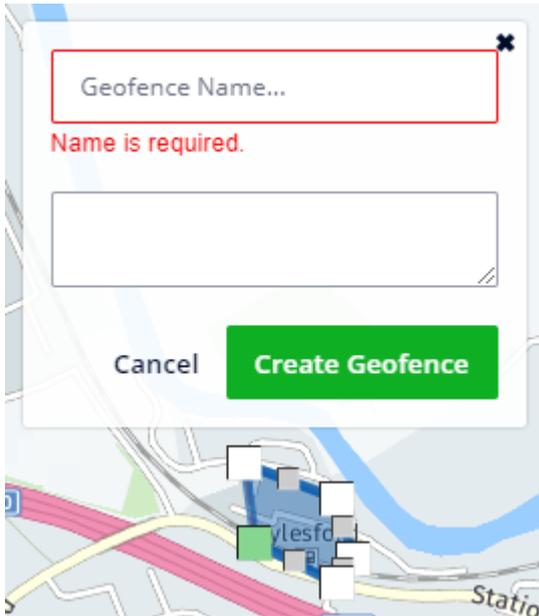


To create a new polygon-shaped Geofence, click on the draw icon (top left)

Click on the locations for the points you want to define the exterior of your polygon – you can add as many points as you need.

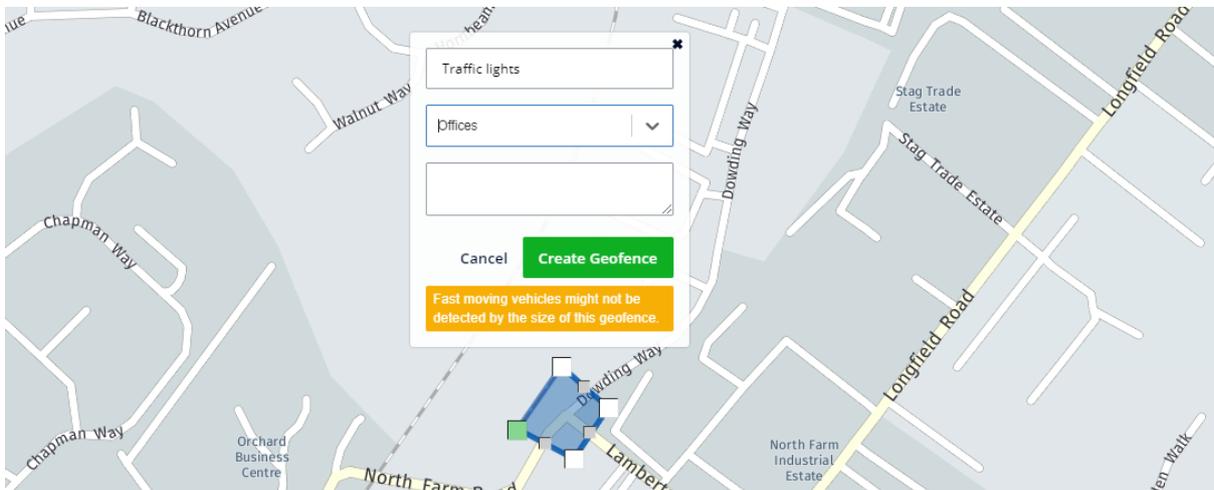


Double-click on the first point to complete the polygon. You will then be asked to enter a Geofence Name before you can create the Geofence. If you have created Categories, you will also need to select a Category.



There is an optional field to add more descriptive notes if you need to.

If you try to create a very small geofence, you will get a warning message that fast-moving vehicles may pass through without being detected. You will not be prevented from creating this geofence.



Categories

This page allows you to add, edit and delete Geofence Categories. This functionality will help you manage your Geofences.

🏠
➔

Geofence Management

Create Category

Categories

Category	Geofences	Updated	Updated By	Actions
Offices	2	15/02/2021		⋮
Tolls	1	15/02/2021		⋮

User Menu

Here you have access to the user guide (this document) which opens in a new tab. You can also see:

- Organisation
- Profile

Finally, you can logout.

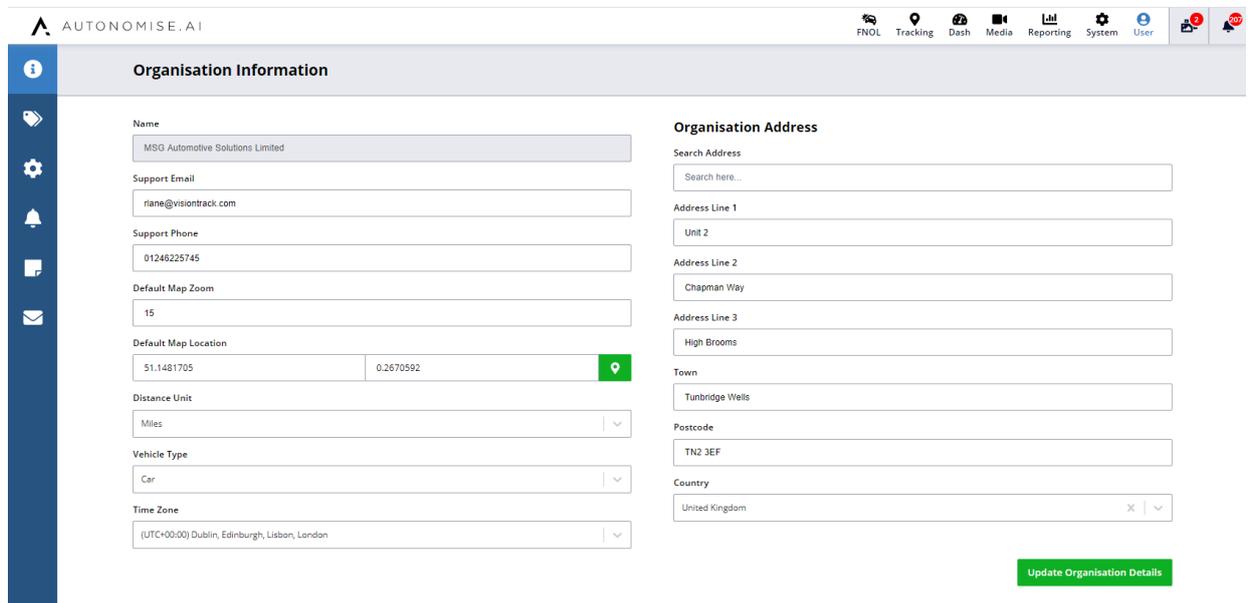
Organisation

Only Administrator users can access this menu. The section is split into six sections:

 Organisation Information	 Organisation Tags	 Organisation Settings
 Device Alarms	 Channel Labels	 Organisation Emails

Organisation Information

Here you can update the Organisation information. Click 'Update Organisation Details' to confirm changes.



Organisation Tags

Here is where you add and edit Tags. Enter a new Tag Group name and Click Add



Expand a Tag Group to add or delete items.

Area	✕
North	Delete Tag
South	Delete Tag
Test	Add

To delete a tag group, simply click the ✕ and confirm you want to delete the tag group.

Tag Group	
Area	✕
London	<p>Delete Tag Group Are you sure you want to delete this group and all associated tags?</p> <p>Cancel Delete Tag Group</p>

Organisation Settings

Here is where you can adjust settings for the Organisation:

- Idle (Administration)
- Duration
- Speed
- Distance
- Video length
- Default video length
- Others
- Journey Interval (Administration)

If event locking is enabled, here is where you can adjust the time before and after a locked event for which video is blocked for non-administrator users.

Admin Lock Pre-Event Video Block (seconds)

Admin Lock Post-Event Video Block (seconds)

This is also where you set the credentials for partner integrations.

Organisation Settings

Idle Settings

Duration (mins)

Speed (kph)

Distance (meters)

Video

Default Video Length (seconds)

Maximum Video Length (seconds)

Overlay Speed Unit

Others

Journey Interval

[Update Settings](#)

Idle Settings – this defines when the vehicle will enter idle mode. These are not user editable and are shown for information purposes only.

Duration - The amount of time the vehicle needs to stay at the below settings for until it enters Idle mode.

Speed (kph) - The speed the vehicle has to be at to enter idle mode.

Distance (meters) - If the vehicle matches the settings and travels less than this distance it will enter idle mode.

Default Video Length (seconds) – If you have the option for editable video lengths, this allows you to select the standard video clip length.

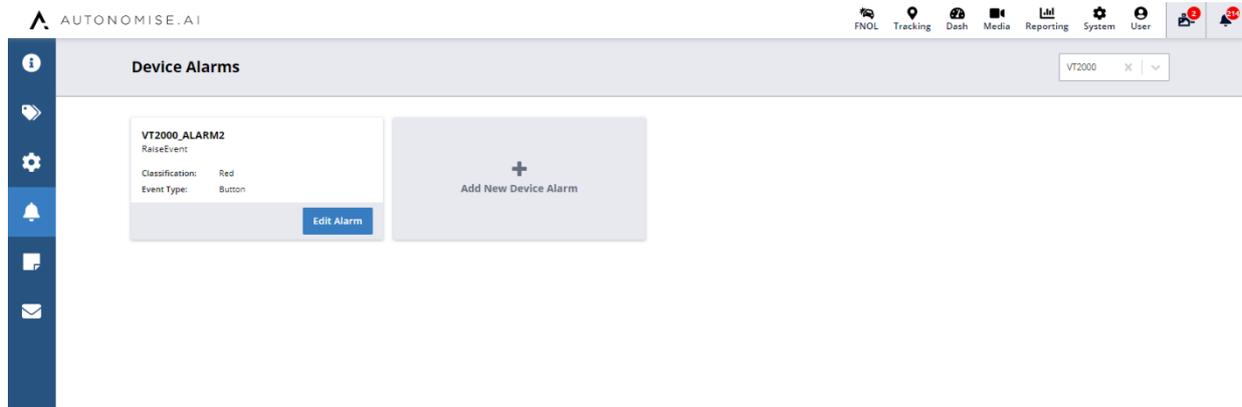
Maximum Video Length (seconds) – If you have the option for editable video lengths, this is the maximum you can set.

Journey Interval – This is the time the ignition has to be off to trigger a new journey. Again, this is not user editable and shown for information only.

If you have a specific query about any of this data please contact VisionTrack Technical Support.

Device Alarms

This is a visual representation of the device alarm section. Some alarms are enabled by default, but additional alarms can be enabled if you have specific requirements.



Edit Alarm: VT2000_ALARM1 ▾

At the moment the only available options are to discard the alarm or raise an event.

Alarm Type

Discard

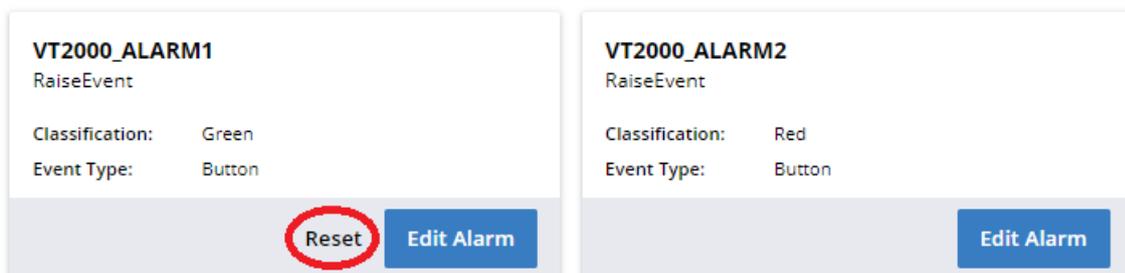
Discard

Raise Event

If you select Raise Event, you can then select the Event Type and the Classification of the event that will be generated by input from that alarm.

The screenshot shows the 'Edit Alarm: VT2000_ALARM1' form. At the top right is a 'Back' button. The form contains three dropdown menus: 'Alarm Type' (set to 'Raise Event'), 'Event Type' (set to 'Button'), and 'Event Classification' (set to 'Green'). At the bottom right, there are 'Cancel' and 'Save Alarm' buttons.

Alarms that you have customised can be restored to the default behaviour using the Reset option circled below.



Channel Labels

Here you can define labels for the cameras attached to each device. There are default names, but you can also add your own and swap them if necessary. The default channels are: Forward, Left, Right, Rear, Driver.

Channel Labels

Add and edit Channel Labels

Loading Bay Edit Delete

+ Add new channel label

VT2000 Edit Device	VT2.2 Edit Device	VT4000 Edit Device	VT5500 Edit Device
VT5500G Edit Device	VT8000 Edit Device	VT16000 Edit Device	VT3000 Edit Device
VT6.2 Edit Device			

Custom channel labels are shown at the top; click on Add new channel label to add another.

Add and edit Channel Labels

Loading Bay Edit Delete

Label name Add Delete

Label cannot be empty!

+ Add new channel label

Click Edit Device to change the names for a specific model. The custom channel labels will be at the bottom of the list. Click Save to keep your changes or Back to cancel.

Edit VT5500 Channel Labels

Channel 0	Forward
Channel 1	Left
Channel 2	Right
Channel 3	Rear
Channel 4	Loading Bay

Channel 4 dropdown menu options:

- Channel 15 (TBC)
- Driver
- Driver (TBC)
- Forward
- Left
- Rear
- Right
- Loading Bay

Organisational Emails

These emails are FNOL alert emails and are described in the FNOL section.

Incident Emails are sent when an event is given the status “Incident”.

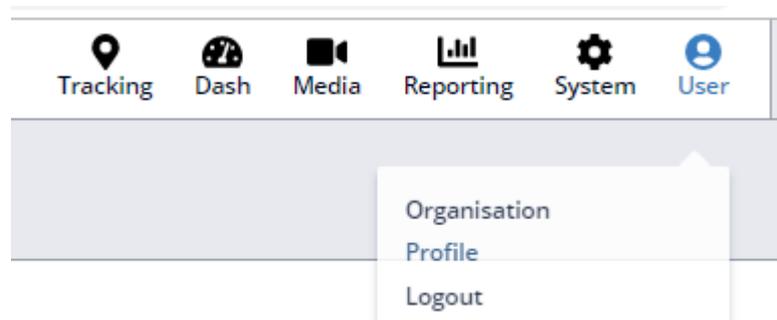
Panic Button Alert emails are sent when a note is added to a panic button event.

Driver Related Emails are sent when an event is given the Issue Category of Driver Issue.

The screenshot shows the 'Organisation Emails' configuration page. At the top, there is a navigation bar with icons for FNOL, Tracking, Dash, Media, Reporting, System, User, and a notification bell. The main content area has a sidebar on the left with icons for information, home, settings, notifications, and email. The 'Organisation Emails' section includes a 'Recipient' field with an 'Email...' placeholder, an 'Add To Group' dropdown menu with 'Choose option...' text, and an 'Add' button. Below this, there are three sections: 'Incident Emails' (No Emails), 'Panic Button Alert Emails' (No Emails), and 'Driver Related Emails' (No Emails). A green 'Save' button is located at the bottom left of the main content area.

Profile

Here you can adjust user settings:



The screenshot shows the 'User Profile' settings page. The left sidebar has icons for information and notifications. The main content area is divided into three sections: 'Settings', 'Details', and 'Ways to get in touch'. The 'Settings' section includes 'Speed unit display' with a toggle between 'Kilometers' and 'Miles', and 'Language' set to 'English (United Kingdom)'. The 'Details' section includes fields for 'Email', 'First Name', 'Last Name', and 'Telephone Number'. A green 'Update Profile' button is at the bottom. The 'Ways to get in touch' section provides contact information: 'For commissions and support: 01246 225745', 'For non urgent requests: itsupport@visiontrack.com', and 'Application Version: 20201224.09'. A 'Manage Account' section with a 'Change Password' link is also present.

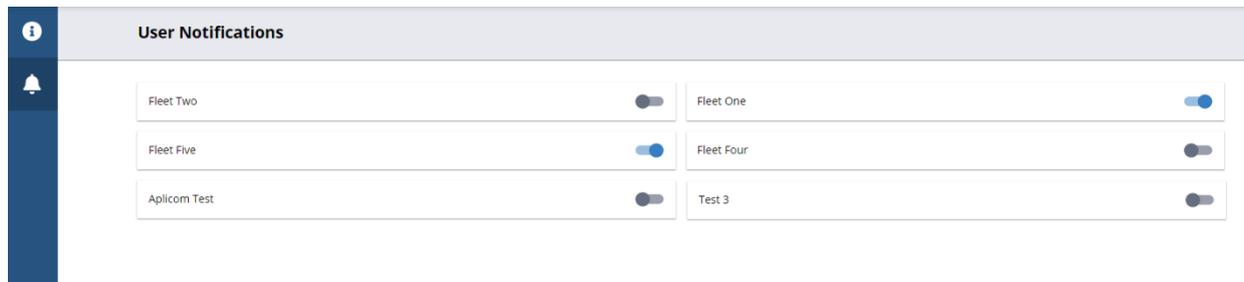
On the Details tab you can choose your display units – this will be used on all maps throughout the platform: tracking, events, FNOL and the dashboard.

You can also select your language settings – most of the site is still in English only, but some pages have translations options for some languages. Where a language translation is incomplete, English will still be shown.

It is also possible to update your name and telephone number and change your password.

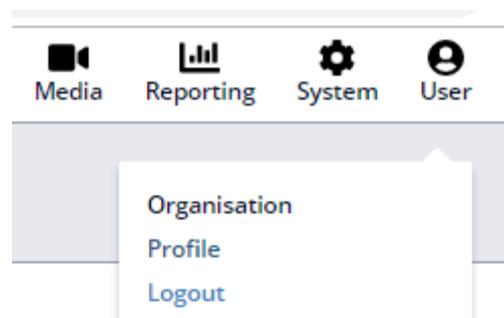
Your organisation’s contact details are displayed.

On the Notifications tab you can subscribe to alerts for your fleets.



Logout

This will log you out of your current session.



FAQs

How do I request a video?

You can do this in three places.

On the Tracking page, open the vehicle panel and from the Media tab you can request video. Or on the FNOL page, scroll to the bottom of the event. For these requests you can select the time, the channels (all channels will be requested if none are selected), whether you want overlay and – if permitted – the video length.

Request Video

Video Length

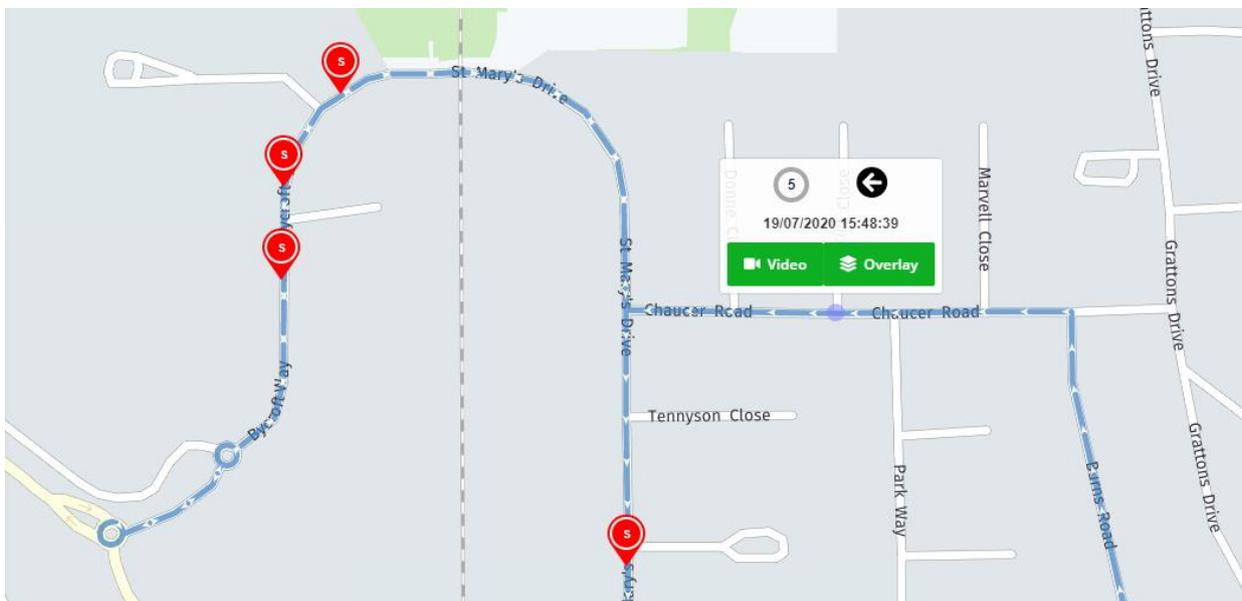
Request Video Date and Time:

Channels

With Overlay

Send Request

The third way is from the journey; hover over the part of the journey you are interested and click on video (for no overlay) or overlay (if required).



How do I remove an unallocated device from a fleet?

System > Fleet Management

Click on the edit symbol in the unallocated device column, select the device(s) and click Un-assign. The removed devices will appear in the list on the left. This only moves the device (not the vehicle) and should only be used for a device that is being moved from a vehicle in one fleet to a vehicle in another.

How do I set notification emails?

System > Fleet Management

Select the fleet and click the edit icon. Click the notification tab, select the user and click "Update Notifications". This will send notification emails for red panic and shock alerts.

How do I assign tags to vehicles?

System > Vehicle Management > 3 dots

Select the vehicle or vehicles to assign tags to then click on "Manage Tags" which open the vehicle tags panel on the right side. Select the tags and click "Apply Tags". Note that this will over-write any existing tags assigned.

How do I create a new user?

System > User Management

Select "Add user". Enter their email address, first name, last name and phone number. Either choose another user to base their roles on or select their role (Administrator, Manager, Driver or FNOL) and the fleet or fleets they may access. Remember that an Administrator can access all fleets and that a Driver needs access to the fleet in which their vehicle/driver is in. Click "Save New User". For a driver user you will then need to associate the user with the driver in the vehicle management screen.

An email will be sent to the user to ask them to complete the registration process.

How do I assign a user with the driver role to a driver?

System > Vehicle Management

Select the drivers tab and click the edit icon for the driver you need. Select the user in the "Assign user" drop down menu and click "Save Changes". The user will then see the vehicle currently assigned to that driver and the journeys that driver has made in that vehicle.

How do I change my current Password?

System > Profile

Change your current password using text boxes on the right and click "Change Password".

How do I change speed units MPH/KPH?

System > Profile

Can I change the greyed out boxes in my organisation settings?

Grey boxes are shown for information only; you should contact VisionTrack Technical Support.

What happens when I remove filters from the FNOL list?

The FNOL list shows the current filters you have on your event list. These can be multiple filters on a single field (e.g. multiple event types) or filters across multiple fields (e.g. classification = red and status = not processed). When you remove multiple filters you will narrow the search criteria, so you will see fewer events. However, when you remove the final filter for a field this removes any filter from the field, so you will see more again.

To see more clearly the filters you have applied, open the filter panel by clicking here:

