Powered by Rocky Mountain Tracking, Inc.
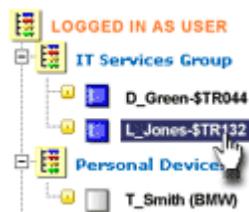
<u>Website Tutorial</u>

This Quick start Guide assumes that your pc has an active Internet connection.

Login: Upon opening NavIQ Web Portal in your browser, you will be prompted for your network user name and password. You must provide this information before using the NavIQ Web Portal.

If you do not have user credentials, or have forgotten them, please contact your system administrator.

A Note About Bandwidth: After login, the NavIQ Web Portal will synchronize with other parts of the network. The time required for this download will vary depending on the amount of reports and the bandwidth available to your computer.

Select a Target Vehicle: Within the Vehicle List, select the vehicle that you would like to view. The map to the right will focus on that particular vehicle, or device. Toward the bottom of your browsers viewing area, you will see current information, such as last known heading. Other parts of the NavIQ Web Portal share this area of the screen; find out more in the Viewport section. Read about vehicle selection and more in the Vehicle List section.

The NavIQ Web Portal Toolbar

Quick access to several powerful functions of the NavIQ Web Portal is available within this toolbar.

Clear Mapped Report Click the Clear Mapped Report button to remove the latest history trail and detailed report, returning the user to the main map view.
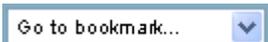
Hide Report Details Click the Hide Report Details button to get a better view of a history trail by removing the details.

Online Reports Click the Online Reports button to view online reports.

Clear Route Info Click the Clear Route Info button to remove the route trail from the map.

Bookmark Manager Click the Bookmark Manager button to display the bookmark manager, allowing you to add, edit and delete bookmarks.

Bookmark Current View Click the Bookmark Current View button to save the current map view as a bookmark.

Go To Bookmark Select a bookmark from the Go To Bookmark select box to quickly view a previously book marked location.

Toggle Geofences On/Off Click the Toggle Geofences On/Off button to show or hide current geofences.

Toggle Sounds On/Off Click the Toggle Sounds On/Off button to turn audible alerts on or off.

User Preferences Click the User Preferences button to display the User Preferences panel.

Online Help Click the Online Help button to visit this website.

Text Navigation Menu

The text menu is located just above the The Rover Toolbar, and gives you an alternative method of reaching all the functions of Rover.

Selected Vehicle Section

This section of the menu is specific to the vehicle or device you have selected in the Vehicle List.

History: Clicking this option will display the history report dialog for the selected device.
Poll: Clicking this option will poll the selected device.
Configure: Clicking this option will display the configuration options for the selected device.
Rapid Tracking: Clicking this option will place the selected vehicle or device in Rapid Tracking mode. Selecting this option again will remove the device from Rapid Tracking mode.
Move To: Clicking this option will focus the Map Viewing Panel onto the selected device, keeping the current zoom level intact.
Zoom In To: Clicking this option will focus the Map Viewing Panel onto the selected device, and will zoom to the device's current location.
Zoom Out To: Clicking this option will focus the Map Viewing Panel onto the selected device, and will set the zoom level to show a larger portion of the map.

Assign To Selected

This section of the menu is also specific to the vehicle or device you have selected in the Vehicle List.

Set Group: This drop-down selection allows you to change the group assignment for the selected vehicle or device.
Set Status: This drop-down selection allows you to change the status assignment for the selected vehicle or device.
Set Icon: This drop-down selection allows you to change the icon used to represent the selected vehicle or device.

Options

Show / **Hide Geofences:** This command will show or hide the current geofences within the Map Viewing Panel.

Mute Sounds / **Sounds On:** Clicking this option will turn audible alerts on or off.

Clear Route: This option allows you to erase the current route trail, if visible.

Note: This trail is sometimes a different object than the trail created by a history report.

Hide Details: Clicking this option will remove the history or route detail from the Map Viewing Panel, if currently visible.

Clear Report: Clicking this option will remove ALL history report information from the Map Viewing Panel, if currently visible.

Logoff: This command will allow you to log out of the Rover system, perhaps to login as a different user.

Reports

This section of the menu contains shortcuts to a few of the various online reports that are available. Learn more about each of these reports in the Creating Reports and Reports Dissection pages.

Tools

Vehicle Properties: Clicking this command will display the selected vehicle's heading, speed, location and more in the Viewport, if not already visible.

Input/Output: Clicking this command will display the selected vehicle's IO properties in the Viewport, if not already visible.

Events: Clicking this command will display the selected vehicle's event history in the Viewport, if not already visible.

Geofence Manager: Clicking this command will display the geofence manager in the Viewport, if not already visible. Learn more about geofences in the Using Geofences section.

Routing: Clicking this command will display the routing functions of Rover in the Viewport, if not already visible. You may refer to the Using Routes section for more about this feature.

Group/Status Multi-Assign: Selecting this option will display the multiple assignment dialogs in the main window, allowing you to specify groups and or status for multiple vehicles at once.

User Preferences: This will display the User Preferences dialog in the main window.

Bookmarks

Manage Bookmarks: Clicking here will bring the bookmark manager to the main window.

Bookmark Current View: Select this option to save the current map view to your custom bookmarks.

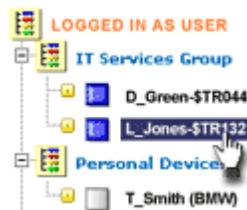**Go To Bookmark:** This drop-down selection allows you to navigate to a previously saved bookmark.

Help

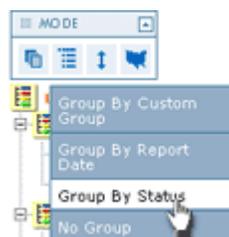**Online Help**: A shortcut to this website.

About Rover : Program credits and copyright.

The NavIQ Web Portal Vehicle List

The Vehicle List will appear on the left side of your browsers viewing area.

Mode Selection Menu: Appearing at the top of the Vehicle List, the Mode Selection Menu will let you customize the look and organization of your vehicle list.

Color By: Vehicles in the list will be color coded according to your choices here.

Group By: Vehicles in the list will be grouped according to your choices here.

Sort By: ↕ Vehicles in the list will be sorted according to your choices here.

Vehicle Selection: Clicking on a vehicle name with your left mouse button will focus the map view and properties screen on that vehicle. Your selection here also affects the events and geofences panel sometimes located in the lower right portion of your browsers viewing area.

Right-Click Menus: Clicking on a vehicle name with your right mouse button will display several options specific to each individual vehicle. Find out more in the Right-Click section.

Mapping Toolbars

Within the map, you'll see some clickable icons along with your current map data. We'll go over those features here in two sections. One for the toolbar at the top of the map -- one for the map options available on the bottom-right of the map viewing area.

History Buttons: ↶ ↷ ⌂   Often during the use of Rover, you may want to see a previous view in the map display. By pressing the left arrow, on the mapping toolbar, you may regress sequentially through previous map views. Alternately, the right arrow will take you forward through previously viewed maps. Clicking the Home button (the icon looks like a house) will simply return the maps focus to include the entire mapped area.

Zoom Buttons: + − ♜   Pressing the zoom buttons will increase (press the '+') or decrease (press the '-') to current zoom level of the map. Clicking the Orientation button (the icon looks like a rocket) will quickly zoom out and back in to allow the user to get a better perspective of the location shown on the map.

Pan Tool Button: 👆   This is a toggle button that turns the pan tool on or off. With the pan tool enabled, you may click and drag the map to move its field of view. This feature is also accessible by holding the right mouse button down while dragging the map to your desired view.

Measurement Tool Button: ▦ This is a toggle button that turns the measurement tool on or off. With the measurement tool enabled, you can measure distances between any desired points on the map.

Print Button: ▦ Pressing this button will allow you to print the current map.

Maximize Button: ▱ Pressing this button will open the current map into its own window for maximum viewing area.

Map Options: ▦ 3D-VIEW ▾ ▦ ZOOM ▾ Pressing one of these buttons, found in the bottom-right corner of the map viewing area, will change the behavior of the map itself.
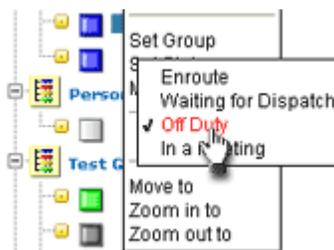
The 3D view may be desirable in some presentations. This gives an appearance of dimension to your maps.

The quick zoom tool allows you to quickly pan and zoom with a click and drag.

Right-Click Menus

Using the right mouse button may access some very powerful functions. Within the vehicle list, select an individual vehicle with your right mouse button to access the following menu.

Poll: This command will poll the selected device.

Configure: Click Configure to invoke the AVL and I/O Configuration dialog.

I/O: The I/O command will display the current input/output settings.

History: Clicking on the History command will display the History Report dialog.

Set Group: The Set Group option allows you to specify the group.

Set Status: The Set Status option allows you to change the status of the device.

Rapid Tracking: You may enable Rapid Tracking by clicking the Rapid Tracking command.

Move To: Select this function to move the focus of the map to the desired vehicle, keeping your current zoom level the same.

Zoom in to: Select this function to move the focus of the map to the desired vehicle, and zoom in close.

Zoom out to: Select this function to move the focus of the map to the desired vehicle, and pan out wide.

The NavIQ Web Portal Viewport

The Viewport appears on the bottom of your browsers viewing area. Within this panel you will have access to the current Vehicle Properties, Input/Output properties, a list of recorded Events, as well as access to Routing and Geofence features.

Vehicle Properties:

Input / Output Properties

The Input/Output panel displays the current input and output properties of any selected device. Read more about I/O configuration in the I/O Configuration section.

Events

The Events panel will display a customized list of recent system events, with the most recent event at the top, and older events in descending order. The number of these pre-defined event types depends on the capabilities of the tracking device used and may include occurrences such as 'Excessive Speed' or 'Engine Overheat' etc. The behavior of these events is configurable within the user preferences panel (see Customization) and can include an audible alert, custom colors and even e-mail notifications.

Note: The Events panel is designed to display ALL of the events that have not been previously viewed and/or confirmed. Certain events will prompt an alert or notification. Upon your first login, you may have pending alerts to view or ignore as you see fit. If the event is configured to play a sound file, you may want to acknowledge the alert by clicking the flashing Alarm icon near the top of the viewing area. This will stop the sound from playing, if looped, and confirm to Rover that you have seen the event. Then the system will be ready to show the next alert, if one exists. Once a user has been 'Alerted' to an event, that specific event in time will not prompt an alert again.

To the left of the events list, you'll see two buttons to Filter and Sort the list. The Filter feature allows you to specify the scope of the list, by timeframe, vehicle or number of records. The Sort feature will change the sort order of the list.

Routes

The Routing panel allows interface with the powerful routing functions of Rover. Planning a route beforehand can save you time and money. Read more about this feature in the Using Routes section.

Geofences

The Geofences panel allows creation and management of virtual parameters, used to set up unique boundaries with which your tracked devices may interact. Learn more about this powerful feature in the Using Geofences section.

Event Status Indicator

The event status indicator, located toward the top-right corner of your browsers viewing area, will appear as seen here as long as no event alarm has been trigged.

Keep in mind that the events that will be indicated will depend both upon the vehicle selected in the Vehicle List and the event preferences specified by the user. The event may trigger an audible alert as well as a visual alert, or both upon your selections. Read more about custom event behaviors in the Customizing Events section.

Confirming a Pending Alert

The Event Status Indicator, once triggered, will continue to flash until either the Refresh Timer (or Manual Override) forces a reload, or until the user clicks the Event Status Indicator. During this time, an audible alert might also be present - and may also loop, or continue to play - according to the preferences of the user.

Upon clicking the flashing Event Status Indicator, you are confirming to the application that you are aware of the alarm. The Events Panel will then become visible within the Viewport, and the event in question will be highlighted within the events list. After an event has either been confirmed, or the timer refreshed, that

particular event will not be reported in this way again. A detailed history of events may be accessed within the Viewport if prior event details are desired. Confirmation of the pending alert also allows the application to notify you of the next pending alert if multiple events have been recorded.

Refresh Timer

05:36   Since the NavIQ Web Portal uses the abilities of your web browser to function, it must also have a way to retrieve new information from the Internet. This is the refresh timer's only function. Upon the timers expiration, the web browser is instructed to get the latest data from the internet, then update the Vehicle List, map, status and event data on your screen.

The time interval used by the refresh timer can be altered within the General Preferences dialog.

Using the Manual Override: You may force the application to refresh the data by clicking the Refresh Map Data button.

Creating Reports

Vehicle History Report

To create a detailed history report for a specific vehicle, use the Right-Click Menu in the Vehicle List and click the 'History' option. Enter the date and time range for the desired report. You may choose to show the report with a detailed list, or without. You may also choose whether to show events such as 'Ignition On' or 'Excessive Speed' or to ignore them altogether. Click the 'Create' button to complete the procedure.

Using the history details list, you may click on an individual event or position report to see its position in the Map Viewing Panel. You may hide the details list by pressing the 'Hide Report Details' button, or remove the entire report by clicking the 'Clear Mapped Report' button. Both buttons mentioned are found in the Rover Toolbar.

Online Reports

A number of useful reports are available by clicking the 'Online Reports' button in the Rover Toolbar. Open the Online Reports dialog, select a report and enter the desired date range. Other options are available depending on what type of report is being created.

Understanding Report Results

Detailed explanations for each of the available reports are available in the Reports Dissection pages.

Vehicle History Report

Parameters

Start Date and Time: Sets the specific date and time to begin the history report.
End Date and Time: Specifies the date and time to end the history report.
Report Format: By selecting 'Map With Detail' you may view a detailed list of position and event history along with the visual data displayed on the map. Alternatively, you may choose not to see this information by selecting 'Map Only'.
Show Events: By checking this option box, Rover will display visual markers on the map, representing events such as 'Ignition On' or 'Excessive Speed'.
Estimate Route: Selecting this option allows Rover to estimate the approximate route that the vehicle may have taken.

Report Explanation

Upon submission of a valid time range, a history report will be created based on the information recorded by Rover. The visual data will be displayed on the map as a translucent trail, representing where the vehicle has been; as blue dots,

representing events that may have occurred; and as green arrows, representing position reports given during the specified period of time. You may place your mouse over each of these icons on the map to see specific data about that report.

Each event and position report will also be represented in the report details (if that option was selected in the parameters). By default, all reports while moving will be expanded, while the reports recorded during a stop will be collapsed. You may expand or collapse a group of reports by clicking on the plus or minus signs, respectively. By clicking on an event or position record, you may focus the map on the location where that particular event was recorded in the time line. You may also print the history detail by clicking the 'Print History Report' button.