

vMax LIVE+



User Guide

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vMax LIVE+ Overview

vMax LIVE+ is a web-based solution for full fleet management capability which allows live video streaming and immediate access to real time vehicle information, such as exact location and tracking, fleet status and alerts or video recorder health check.

Supported by event alarms, vMax LIVE+ can improve decision making based on driver behavior and bus activity data.

Login and Launch

To access vMax LIVE+ from any web browser, go to vmaxlive.net. Once there:

1. Enter your **Fleet ID** (provided by Seon).
2. Click **Continue**. If confirmed, a similar User and Password window appears.
3. Enter your **User ID** and your **Password**.
4. Click **Login**.



TIP: Password Security



The default password is "password". For security purposes, Seon requires that the user default password is changed at login. Seon is not responsible if the password is lost or forgotten.

If you login for the first time, another dialog is displayed and the system prompts you to change your password. Then:

5. Enter your **current password**.
6. Enter your **new password**.
7. Enter the password again to **Confirm**.
8. Click **Save**.

Notice that the new password must contain between 8 and 32 characters and, at least, 1 number, 1 letter and 1 special character.

A screenshot of a 'Password Change Required' dialog box. It has a title bar with a close button. The dialog contains the text 'User ID: James' and three input fields: 'Current Password' (filled with dots), 'New Password', and 'Confirm Password'. A 'Save' button is at the bottom right.

9. Once logged in to vmaxlive.net, select **AVL GPS Tracking** on the left of the top bar to launch the program.

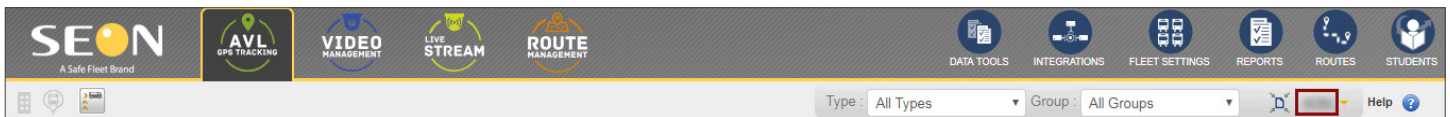
Setting User ID and Password and Logging Out

The **User Name** button, located to the right of the vMax LIVE+ (AVL GPS Tracking) toolbar, gives access to two different functionalities through a drop-down menu:

- A. **My Settings** allows users to update their own account information.
- B. **Log Out** is used to terminate the session and exit the application.

To access any of them:

1. Click on the **User Name** button located on the right as shown in the figure:



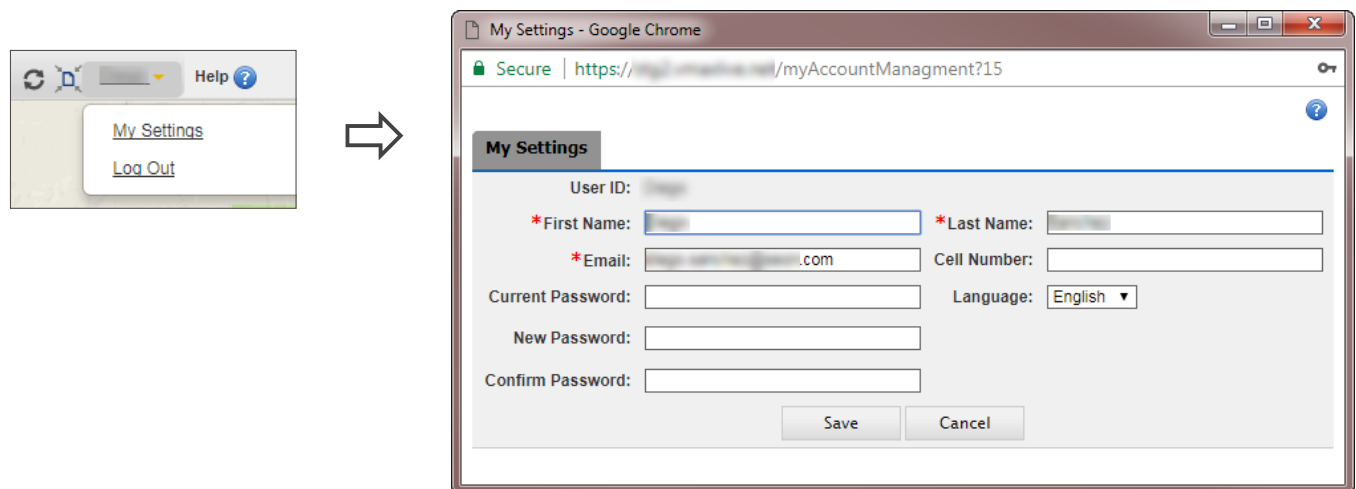
2. Once disclosed, click on **My Settings** if you want to update your account information and edit the user settings as needed.

Notice that:

- **User Name, Last Name and Email** are required fields (indicated by a red asterisk).
- The rest of the fields, i.e. **Cell Number, Password and Language**, are optional.

When entering a new Password, a colored box will show the password strength (red, orange or green).

Language can be selected from its corresponding drop-down menu.



Otherwise, click **Log Out** if you want to terminate your session.

The User Interface

Before starting to work with vMax LIVE+, it is important to get familiar with the user interface. The main screen presents several sections that display Fleet information and holds various search and managing tools.

But there are two different view modes in vMax LIVE+: **Live View** mode displays when viewing current Fleet status. In **Search** mode, a Map Search Results and a History View table located below are shown. By default, vMax LIVE+ opens in Live View when launched.

Let's start by exploring the tools and features present in this main screen:

Live View Summary: Vehicles:14 Current:6 Recent:0 Stale:8

Vehicle ID	Route ID	Driver ID	State	DVR Status	Actions
23	12		Current(2m 48s)	REC	
24			Current(3m 16s)	REC	
29	PT 1		Current(2m 27s)	REC	
41			Current(3m 14s)	REC	
42	22.31-6AM		Current(3m 16s)	REC	
73	23.32.21		Current(2m 28s)	REC	

1. Toolbar: Provides quick access to main screen display options.

- Facilities, Stale Vehicles (those which haven't moved for more than 1 hour) and Vehicle's Breadcrumb Trail (last to location spots appear as blue dots) - Displays selected options in the Map.
- Vehicle Type and Group Filters - Displays only selected Vehicle Types and Groups.
- Zoom Extent - Resets the Map view to include all the active Vehicles.
- User Name - Gives access to My Settings and Log out (review Setting User ID and Password and Logging Out in the previous section).
- Help menu button.

2. Search Pane: Allows search of Vehicle Groups, Type ID, Vehicles, Dates and Times, and can include Tracking, Alarms, Maximum Speed and Stops data.

By default, the Search pane remains hidden but users can disclose it by clicking on the left bar of the main vMax LIVE+ screen.

3. **Data Tools:** Enables users to autonomously map and upload Student files from other information systems. Visit the [Documentation Library](#) to learn about this topic in the *Seon Path User Guide*.
4. **Integrations:** Allows the registration of Zonar AVL accounts in order to receive GPS and Events from Zonar systems.
5. **Fleet Settings:** Allows fleet administrators to set the configuration and defaults of all the Fleet components.
6. **Reports:** Helps create several types of instant or scheduled Reports based on collected Vehicle data.
7. **Routes:** Allows adding and editing Routes and Vehicle/Driver dispatch.
8. **Students:** Gives access to the Students database and allows adding or editing Student files. Visit the [Documentation Library](#) to learn about this topic in the *Seon Path User Guide*.

NOTE: Integrations Visibility



Integrations might not be visible on your screen since it needs specific user permissions to be accessed.

NOTE: Some Modules Require Activation



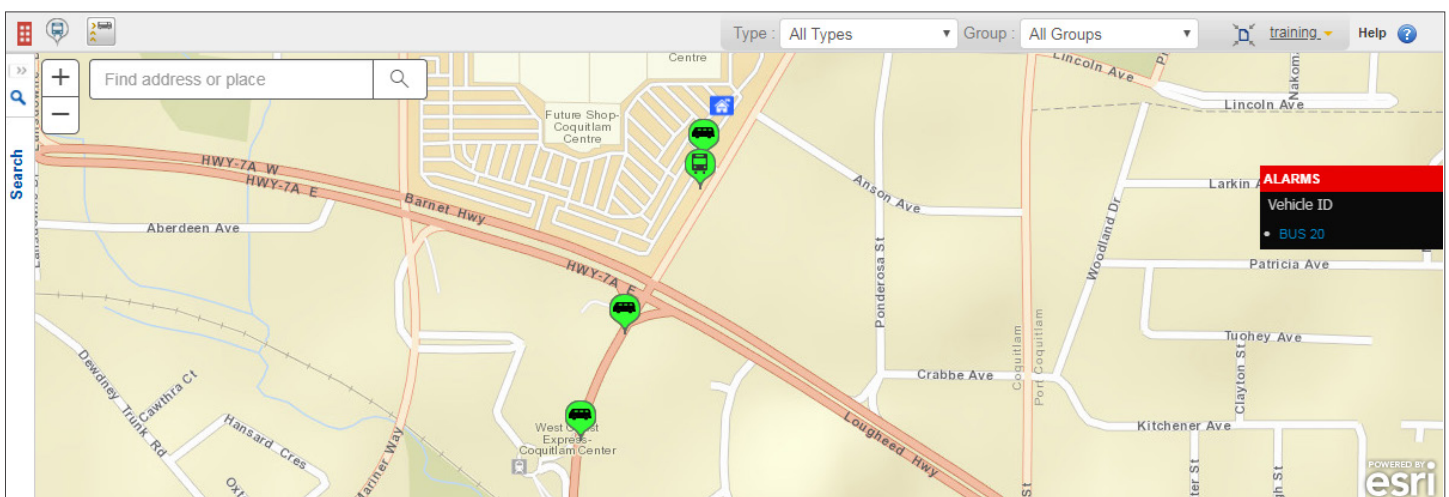
Data Tools, **Routes** and **Students** are provided as add-ons to **vMax AVL** service and require activation.

Other Features include:

9. **Find Address or Place**, which discloses searched addresses or places on the Map, and **Zoom**.
10. **Alarms:** Allows quick access to detailed information on Alarms registered by Vehicles, identified here by Vehicle ID.
11. **View:** Selects Map, List or Split view options (see below).

MAP VIEW

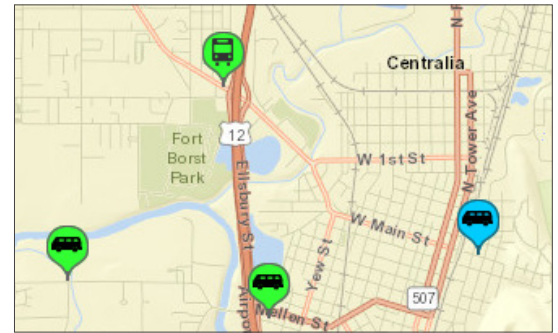
When selecting Map View, vMax LIVE+ displays only a map showing the current location of the Fleet Vehicles depicted as previously assigned Vehicle Type icons. Notice that the upper-left corner holds Map/Satellite view mode selection.



The Vehicles' icons in the Map may display different characteristics depending on their circumstances:

- Different types of vehicles display different icons.
- Green/blue/gray icons specify ignition status on the Vehicles.

See [Viewing Fleet Status](#) for more details.



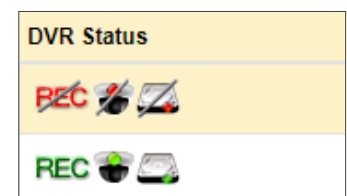
LIST VIEW

When selecting List View, vMax LIVE+ displays only a **Live View** table that lists active Vehicles and related information. This includes **Vehicle**, **Route** and **Driver IDs**, **State**, **DVR Status** and **Actions** (see more details below).

Live View						Map	List	Split
Summary: Vehicles: 15 Current: 5 Recent: 1 Stale: 9								
Vehicle ID	Route ID	Driver ID	State	DVR Status	Actions			
74	12		Current(8s)	REC				
73	21A		Current(12s)	REC				
24	21B		Current(4m 29s)	REC				
40	22		Current(4m 15s)	REC				
41	31		Current(33s)	REC				
29	PT 1		Recent(23m 33s)	REC				
Columns						Page 1 of 1 10 View 1 - 6 of 6		

DVR Status may indicate:

- DVR Recoding OK/Failure
 - Cameras OK/Failure
 - Disk OK/Failure
- OK icons display a green indicator and failure icons are crossed out and show a red indicator.



Actions buttons are, from left to right:

- Odometer, Alarms, Get Vehicle Address, Locate Vehicle on Map, Occupants and Video streaming.



Let's see what these buttons can do:

Odometer

Odometer: **0 0 0 3 6 4 2 9 9**

Last Set:

By User:

On Date: 09/13/2012 (PST)

*New Reading:

Save Cancel

Odometer:

Displays the **Odometer** menu, that includes readings, **Last Set**, **User** who set it and **Date**.

A **New Reading** text box allows the input of the odometer reading when the VML Controller is installed.

Alarms

*Current Alarms: **Panic Button - 10/20/2017 - 10:36 (PS** Action: ☐ Clear

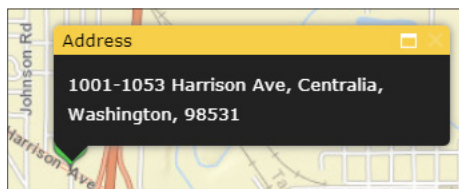
Alarm History:

Showing 1 to 7 of 7 Show Rows: 10

Alarm Date/Time (PST)	Alarm	Action Date/Time (PST)	Action	User	Cleared
09/12/2015 - 12:31	Panic Button	11/12/2015 - 08:31		helen	Yes
07/03/2015 - 06:16	Panic Button	08/17/2015 - 06:38		Steve	Yes
05/26/2015 - 08:39	Panic Button	06/02/2015 - 09:10		Steve	Yes
10/14/2014 - 04:59	Panic Button	10/14/2014 - 11:50		Maggie	Yes
10/01/2014 - 04:47	Panic Button	10/01/2014 - 14:16		Maggie	Yes
09/05/2014 - 06:13	Panic Button	09/05/2014 - 08:59		Nancy	Yes
09/04/2014 - 06:16	Panic Button	09/04/2014 - 08:05		Donna	Yes

Alarm Records:

Lists all the Alarm events detected by the Controllers installed on the Vehicles.



Get Vehicle Address:

Discloses the Vehicle's Address at the current moment.

Locate on Map:

Makes the Vehicle bounce in the Map so it can easily be located.

Occupant List

Showing 0 to 0 of 0 Show Rows: 10

Student ID	Name	Badge Number	Pick Up Stop	Pick Up Time
No Records Found				

Showing 0 to 0 of 0 Show Rows: 10

Occupants:

Displays a list of the Vehicle's Occupants.



Video streaming:

When available, it streams Video from the Vehicle.

Different Camera views can be selected and the sound can be turned on and off.

The far-right icon indicates how good the signal is with red, orange or green colored bands.

SPLIT VIEW

When selecting Split View, vMax LIVE+ displays both the Map and the List. Users can modify the views proportions by dragging the separation line up and down with the mouse cursor.

SEON
A Safe Fleet Brand

AVL
GPS TRACKING

VIDEO
MANAGEMENT

LIVE
STREAM

ROUTE
MANAGEMENT

DATA TOOLS

INTEGRATIONS

FLEET SETTINGS

REPORTS

ROUTES

STUDENTS

Find address or place

Type: All Types Group: All Groups

ALARMS
Vehicle ID
• 70 - I/ML
• 71 - I/ML

Live View

Summary: Vehicles:14 Current:6 Recent:3 Stale:5

Map List Split

Vehicle ID	Route ID	Driver ID	State	DVR Status	Actions
23	12		Current(3m 22s)	REC	
24			Recent(57m 6s)	REC	
27	PT 2		Recent(28m 34s)	REC	
29	PT 1		Current(2m 45s)	REC	

NOTE: Live and Search Views

vMax LIVE+ displays in Live View mode when viewing current Fleet status. In Search mode, a Map Search Results and a History View table located below are shown.

Viewing Fleet Status

The Live View mode allows instant location and shows operating status of all active Vehicles in the Fleet.

Understanding Vehicle Status Display

As previously mentioned, different Vehicle Types (i.e. Car, Small Bus, Full Bus or Service Vehicle) display different icons. Those icons also present different colors depending on the Vehicle's status.

In addition, other graphic elements can be added to the icons to indicate certain operating conditions. Let's take a look at it in more detail now.

In the map,

- A green Vehicle icon represents a Vehicle in operation. If it also displays a green indicator, it means that DVR is installed and also in operation.



- A blue Vehicle icon represents a Vehicle that has recently been in operation but its ignition has been off between 10 min and 1 hour.



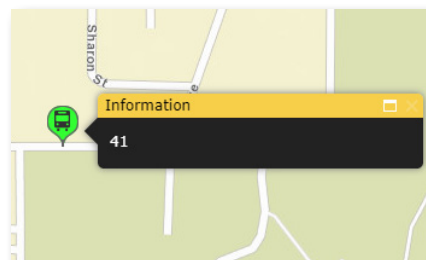
- A gray Vehicle icon represents a Vehicle that is not in operation and its ignition has been off for over an hour. These are also referred as Stale Vehicles.



Accessing Detailed Information and Quick Actions

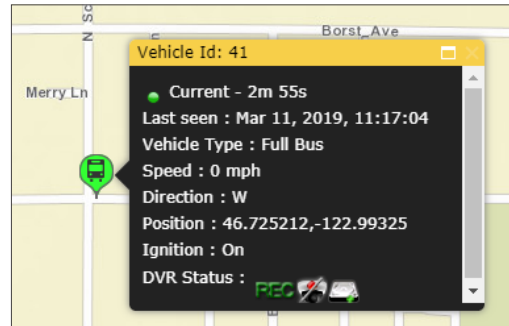
The mouse cursor can be used to obtain different kinds of information and perform several tasks directly from the Vehicle's icon:

- When mousing over a Vehicle's icon in the map, the Vehicle's ID is immediately displayed.



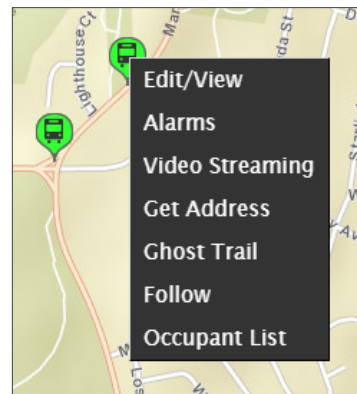
II. Detailed information on a specific **Vehicle's operating status** can also be disclosed by clicking on its icon. For example, after clicking on Vehicle 41, a new window appears and shows:

- Current - 2m 55s
- Last seen: Mar 11, 2019, 11:17:04
- Vehicle Type - Full Bus
- Current Speed - 0 mph (the Vehicle has stopped)
- Current Direction - W
- Current Position - 46.725212,-122.99325
- Ignition - On (also represented by the green color of the Vehicle's icon).
- DVR Status - Failure. A crossed out and a red light over the camera icon indicates one of the cameras had a failure event.
- Disk Status - OK



III. In addition, several **quick action** commands can be accessed by right-clicking on a Vehicle's icon:

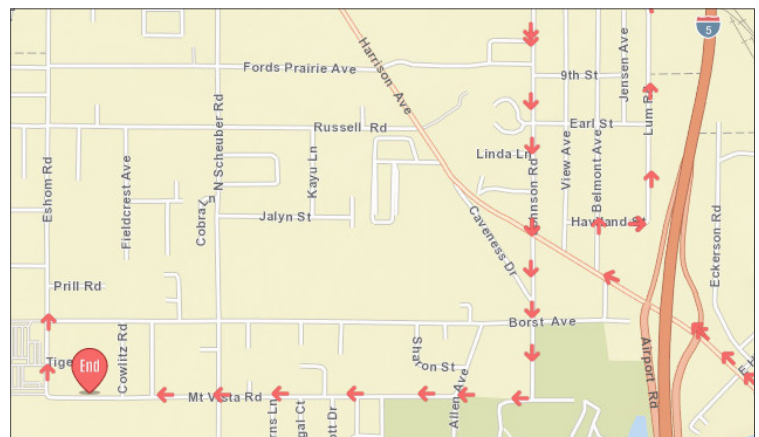
- Edit and View.
- Alarms.
- Get current Address instantly.
- Disclose Ghost Trail.
- Activate Following feature.
- Disclose Occupant list.



Notice that most of these actions are the same as those described in the [List View](#) section. You may want to go back to that section if you need to review these concepts in more detail. However, the **Ghost Trail**, **Edit/View** and **Follow** features are not included in the Actions column. Let's take a look at them:

Ghost Trail displays the route a Vehicle has followed during the previous hour.

When clicking Ghost Trail, the system takes you to Search mode and discloses such route on the Map.



Edit/View gives administrative users immediate access to the Vehicle/DVR/Alarm menu available in Fleet Settings. See the Fleet Settings tutorial to gain a better understanding of how that works.

Vehicle ID - 23 - iVML

Vehicle

DVR

Alarms

Vehicle ID: 23 - iVML

* Vehicle Group: GENERAL

* Vehicle Type: Small Bus

Vehicle Info:

Operation Cost: 0

Seating Capacity:

Year Manufactured:

License Plate:

VIN:

Contractor:

Asset Collection ID: [990a3990-fc28-4acb-b495-958460dd32e7](#)

☒ Live Streaming Connection

Address: 10.192

Port: 8181

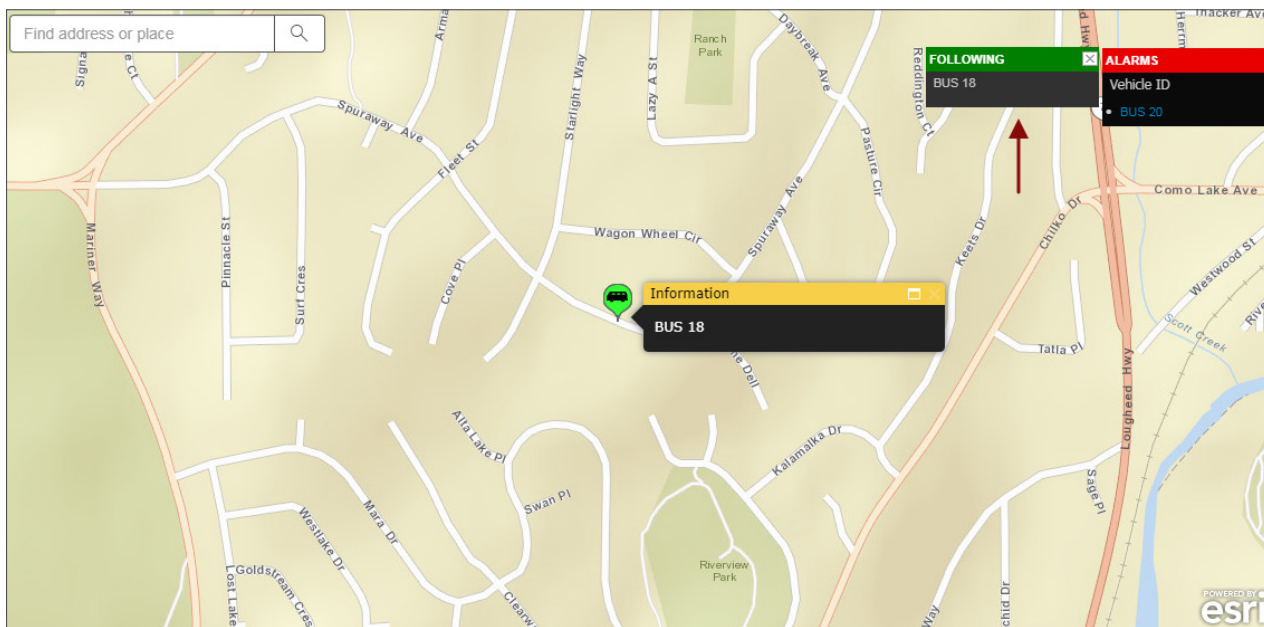
Enable Map: ☐

Save

Save and Close

Cancel

Follow centers the Vehicle in the Map View as it travels. This helps the user easily see the vehicle at all times. A **Following** window appears to the right of the map and displays the Vehicle ID.



To stop using this feature, click the **X** on the corner of the **Following** window.

Searching Vehicle Activity Data

vMax LIVE+ collects and retains GPS data from Fleet Vehicles and allows the search of past activity.

Every time a DVR connects to the network, all the Alarms, Speed, GPS tracking and Telemetry events recorded since the previous connection are uploaded to the server so that users will be able to retrieve and analyze such information.

Search can be done by **Vehicle, Driver, Route or Zone**, depending on what the user needs to know.

The following sections explain how different Search methods work.

Searching by Vehicle, Driver or Route.

This search is particularly useful to track vehicles during specific dates and time range to verify certain types of information.

If you want to gather information on one or more particular Vehicles, including Vehicle Track, Alarm, Speed, GPS, and DVR health events, follow these steps:

1. Access the Search panel by clicking on the **Search** bar located on the left side of the screen. The Search panel will open.
2. Select **Vehicle Group** from the drop-down menu. To learn how Groups are created in Fleet Settings, read the [Adding and Editing Groups](#) tutorial.
3. Select Vehicle, Driver or Route in the **Type ID** drop-down menu.
4. If Vehicle is chosen, select those to be searched (maximum 5) in the **Filter Vehicles** drop-down menu. Once the Vehicles have been selected, click on the upper bar of the dialog to have vMax LIVE+ close the selection menu.
5. Select the preferred **Date** and enter the Time Range in the **From-To** fields. Check **Next Day** below if the event occurred over midnight.
6. Select the corresponding icons to **Include** preferred event types, or click on the wheel on the right to set your search preferences. After selecting the desired events, click **Save Preferences**.
7. Click **Search** below.

The image displays two screenshots of the vMax LIVE+ search interface. The left screenshot shows the search panel with numbered callouts 1 through 6. Callout 1 points to the 'Search' button on the left sidebar. Callout 2 points to the 'Vehicle Group' dropdown. Callout 3 points to the 'Type ID' dropdown. Callout 4 points to the 'Filter Vehicles' dropdown. Callout 5 points to the 'Date' field and 'From'/'To' time range fields. Callout 6 points to the 'Include' section with event type checkboxes. The right screenshot shows the same interface with callout 7 pointing to the 'Search' button at the bottom right.

Understanding Vehicle Search Results

Once the Search is done, users can display the results on a **Map View**, a **List View** or a **Split View** (like in the figure below) by clicking on the view selection buttons on the right side of the screen.

The Split View shows the Map (1) and the List (2) at the same time, and users can modify the views proportions by dragging the separation line up and down with the mouse cursor.

Vehicle: 29
03/14/2019 09:20:40

Select View

History View

Vehicle	Direction	Driver	Speed (mph)	Lat/Long	Value	Event Type	Date/Time	Actions	Route
29	SSEast(157.5)	64	46.697506, -122.970924	64	Max Speed	03/14/2019 11:59:00		PT 1	
42	NNWest(337.5)	44	46.74711, -122.99946	44	Max Speed	03/14/2019 15:28:00		22.31-6AM	
74	South(180.0)	40	46.74663, -122.95395	40	Max Speed	03/14/2019 17:14:00		21.23.32	

Columns Page 1 of 1 10 View 1 - 3 of 3

Now, let's see each one in more detail:

1 The **MAP VIEW** shows arrows that represent movement direction of those Vehicles that were included in the search and selected afterwards.

This information is based on GPS instances that are sent from the Vehicle every second.

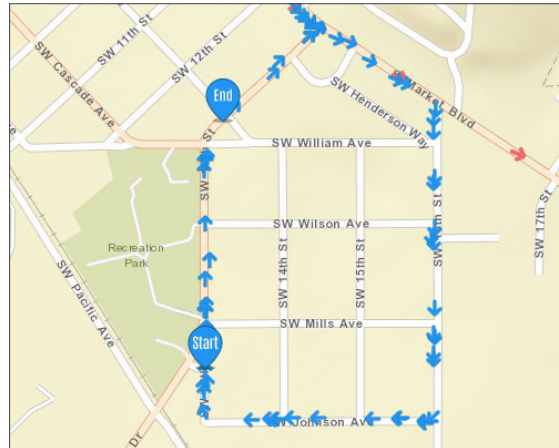
Each vehicle is assigned a different color.

Vehicles are selected or deselected as preferred by clicking on their corresponding arrows on the lower-left corner of the map. Only selected Vehicles will be shown in the map.

Click to select or deselect Vehicles

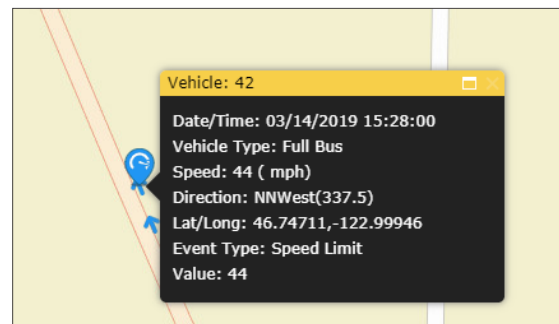
In this case, the search returns the Routes of Bus 16 and Bus 18. Bus 16 Route is automatically assigned blue color and Bus 18 Route is disclosed in red.

Start and End icons indicate the initial and final points of the selected time interval.

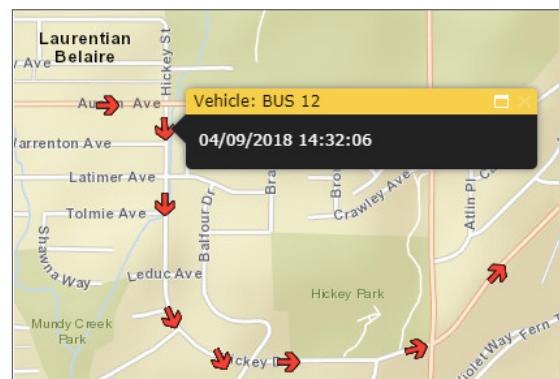


The map will display other events previously selected in the Search menu.

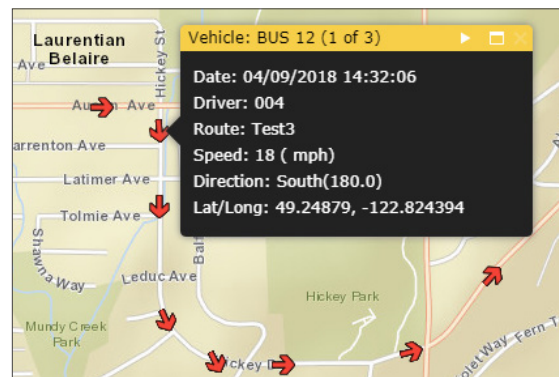
This image shows Direction arrows and where the Speed Limit was reached by Vehicle 42.



Hovering the mouse on any icon displayed in the results map (track arrows or other events) discloses **date** and **time** at that specific point.



When clicking the icon the Vehicle ID and more specific data at that location (date, time, route, speed, direction and coordinates) are shown.



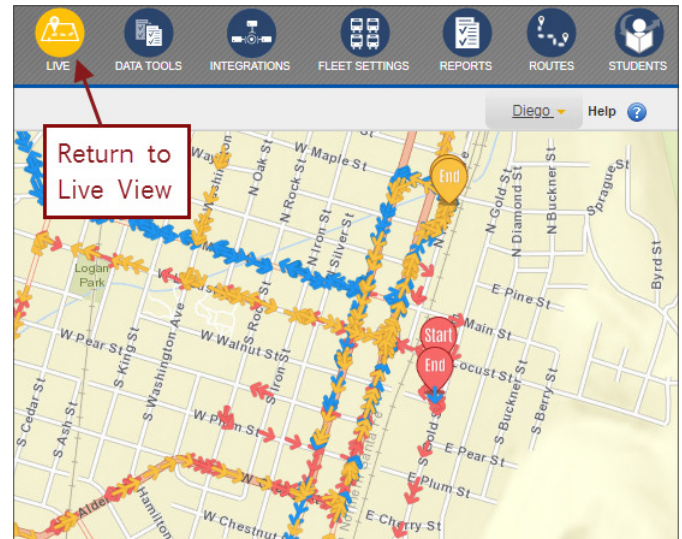
TIP: Remember Live and History Views



vMax LIVE+ displays in Live View mode when viewing current Fleet status. In Search mode, a Map Search Results and a History View table located below are shown.

When the Search results are displayed, a new **Live** button appears on the top bar.

This button allows you to leave the Search mode and immediately return to Live View mode (i.e. vMax LIVE+ main screen) when clicking on it.



2 The **LIST VIEW** displays a **History View** table showing the **Vehicle ID**, **Driver**, **Direction**, **Speed**, **Latitude/Longitude**, registered **Event Types** and their **Values**, **Date/Time** of the event, **Route** and **Action** buttons.

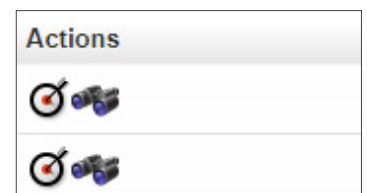
History View									
Vehicle	Driver	Direction	Speed (mph)	Lat/Long	Event Type	Value	Date/Time	Actions	Route
24 - IVML		NWest(306.0)	48	46.632797, -122.918564	Max Speed	48	12/04/2017 15:50:00		21B
40		SSEast(158.0)	45	46.749443, -123.00096	Max Speed	45	12/04/2017 09:25:00		22
41		North(0.0)	41	46.68593, -122.95545	Max Speed	41	12/04/2017 10:41:00		31

Columns: Page 1 of 1 | 10



Clicking the first **Action** button (on the left) discloses address information of the corresponding event.

Clicking the second **Action** button (on the right) makes the icon bounce in the map so it can be easily located.



Searching by Zone.

This search is particularly useful to track vehicles that enter, leave or are driven near specific areas of interest, such as schools, transit hubs or bus stops.

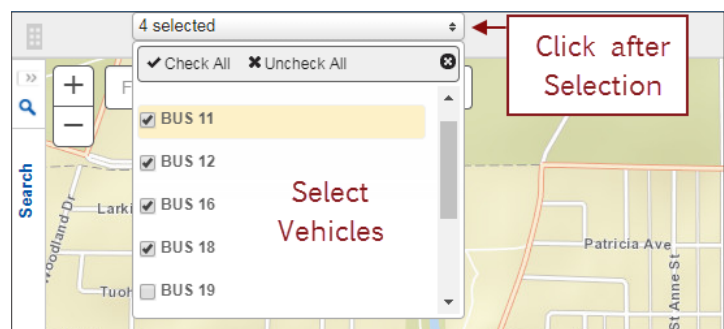
If you want to gather information on Fleet Vehicles based on specific Zones of interest, follow these steps:

1. Access the **Search** panel by clicking on the Search bar on the left side of the screen. The Search panel will open.
2. Select **Vehicle Group** from the drop-down menu.
To learn how Groups are created in Fleet Settings, see the [Adding and Editing Groups](#) tutorial.
3. Select **Zone** in the **Type ID** drop-down menu.
4. Select the appropriate **Zone** in the corresponding drop-down menu.
If necessary, you can create a custom search zone. See the next section [Setting a Custom Zone](#) to learn more.
5. Select the preferred **Date** and enter the Time Range in the **From-To** fields.
Check **Next Day** below if the event occurred over midnight.
6. Select the corresponding icons to **Include** the preferred event types.
You can also click the wheel on the right to set your search preferences. After selecting the desired events, click **Save Preferences**.
7. Click **Search**. A new selection dialog listing available Vehicles appears.

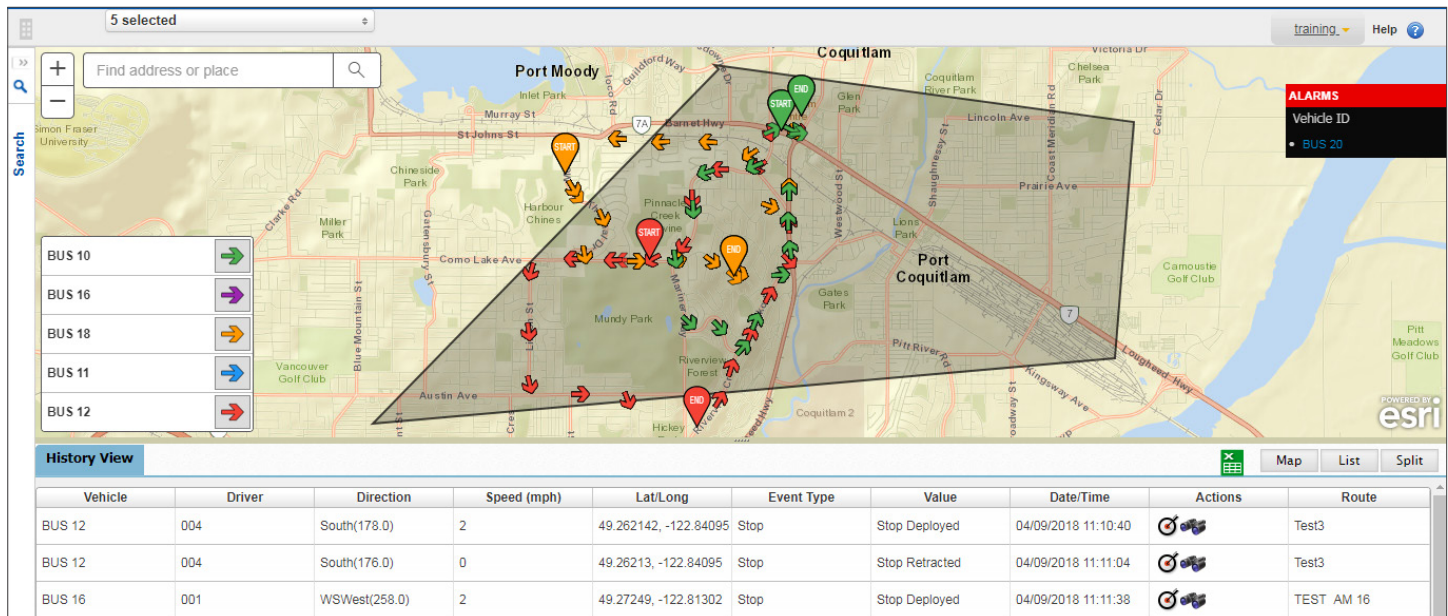
The screenshot shows the Search panel with the following elements and callouts:

- 1**: Search bar icon on the left side of the screen.
- 2**: Vehicle Group dropdown menu set to 'All Groups'.
- 3**: Search by Type ID dropdown menu set to 'Zone'.
- 4**: Zone dropdown menu set to 'airport'.
- 5**: Date field set to '03/14/2019' and Time Range fields set to 'From 08:30 To 18:30'.
- 6**: Include section with checkboxes for Geofence, Idling, Max Speed, Motion Start, Motion Stop, and Odometer.
- 7**: Search button at the bottom.

8. Select those **Vehicles** you are interested in by checking the corresponding boxes.
Notice that you can select up to a maximum of five Vehicles at the same time to perform the Search. If you check more than five, a warning message will display prompting you to select the appropriate number of Vehicles.
9. Once the Vehicles have been selected, click on the upper bar of the dialog to have vMax LIVE+ disclose the Search results.



The main screen will show the Map disclosing the Zone and the Search results. The corresponding History View table is found below.



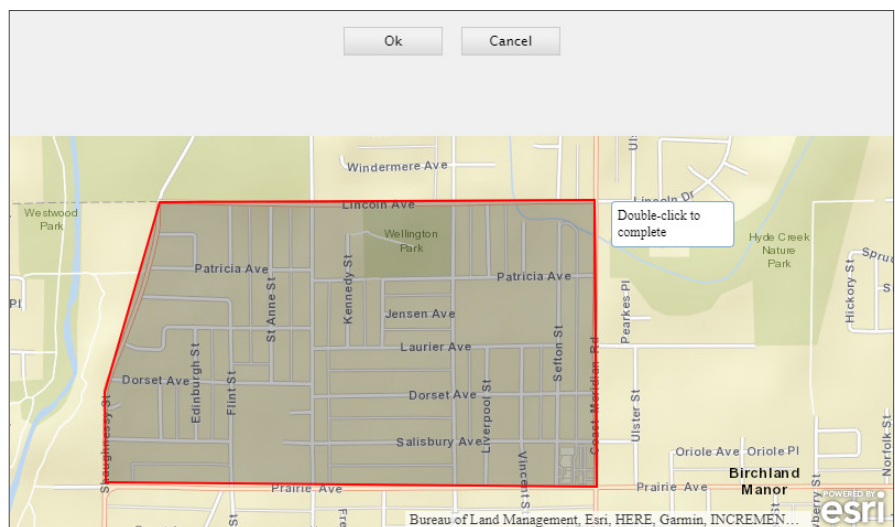
Setting a Custom Zone

While searching by Zone, users can select existing reusable zones previously created in Fleet Settings. To learn more about this topic, see the section [Adding or Editing Zones](#).

However, new **Custom Zones** can also be temporarily created to find out which vehicles were within or near certain areas at a particular time. Notice that these Zones will only be available for the duration of the user's login.

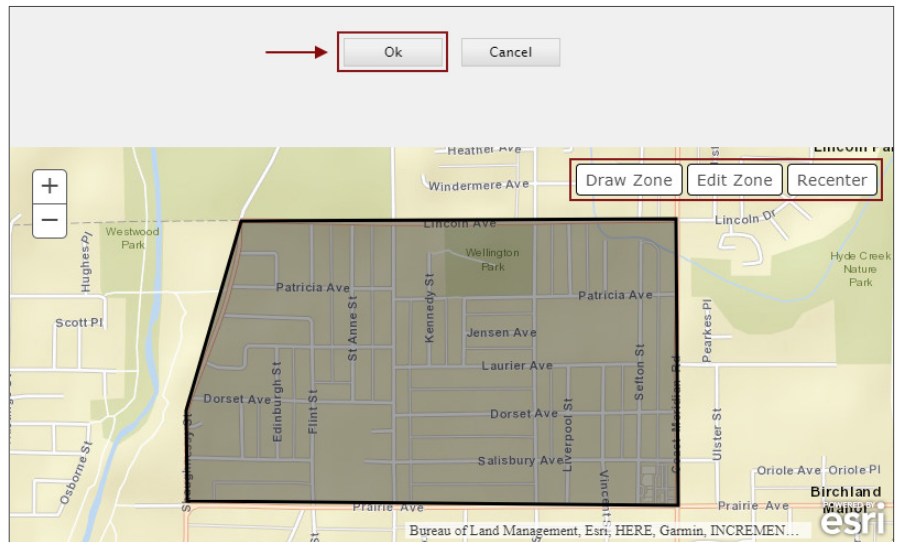
To use a Custom Zone, follow steps 1 to 3 described in the previous [Searching by Zone](#) section and click **Set Custom Zone**. This will display an empty map of the area where you can easily create the Custom Zone. Then:

1. Chose the first point on the map to start delimiting the preferred area and click on it. Click on up to 8 different boundary points. Once you have three points selected, which define a triangle, you can double-click to create the Custom Zone. However, you can still click on more points if you need a more precise delimitation.
2. Once you have outlined the zone by setting the corresponding points, double click on the last point. The Custom Zone is created.



After the Zone is created, this is automatically drawn on the map. The dialog displays new buttons on the map. If needed, you can:

- Click Draw Zone to start over.
 - Click Edit Zone to modify the Zone.
 - Click Recenter to have the Zone displayed in the center of the map if needed.
3. Finally, click **OK** above the map if you are satisfied with the Zone delimitation.



The Search panel will now select and show *Custom Zone* within the Zone drop-down menu.

Back on the Search panel, if you already selected Date and Time Frame, follow **steps 7, 8 and 9** as described for [Searching by Zone](#) in the previous section. Once finished, vMax LIVE+ will show the results based on the newly created Custom Zone.

Navigating And Editing Entry Lists

Navigating Lists

Both Live View and History View lists present **Page** navigation buttons located at the end of the table to help users move through the list pages.

You can also select the number of entries displayed (5 to 100) in the corresponding drop-down menu.

Live View

Summary: Vehicles: 15 Current: 10 Recent: 0 Stale: 5

MapListSplit

Vehicle ID	Route ID	Driver ID	State	DVR Status	Actions
BUS 29			Current(50s)	REC	
BUS 25			Current(30s)	REC	
Bus 22			Current(42s)	REC	
BUS 20			Current(22s)	REC	
BUS 19			Current(28s)	REC	

Columns

Page 1 of 25

View 1 - 5 of 10

Editing Lists

In addition, both lists can be edited for user convenience. Three tasks can be performed: Sorting entries by columns, ordering columns in the list and selecting which columns will be visible or hidden.

The workflows are identical for both Live and History Views. The next section will show you how each of these tasks can be done in the Live View list in as an example.

To sort the entries by a specific column:

- Click on the **column tab** you want the order to be based on. All the entries will be reorganized according to the selected column.

Live View

Summary: Vehicles: 15 Current: 10 Recent: 0 Stale: 5

MapListSplit

click to sort by column

Vehicle ID	Route ID	Driver ID	State	DVR Status	Actions
BUS 29			Current(50s)	REC	
BUS 25			Current(30s)	REC	
Bus 22			Current(42s)	REC	
BUS 20			Current(22s)	REC	
BUS 19			Current(28s)	REC	

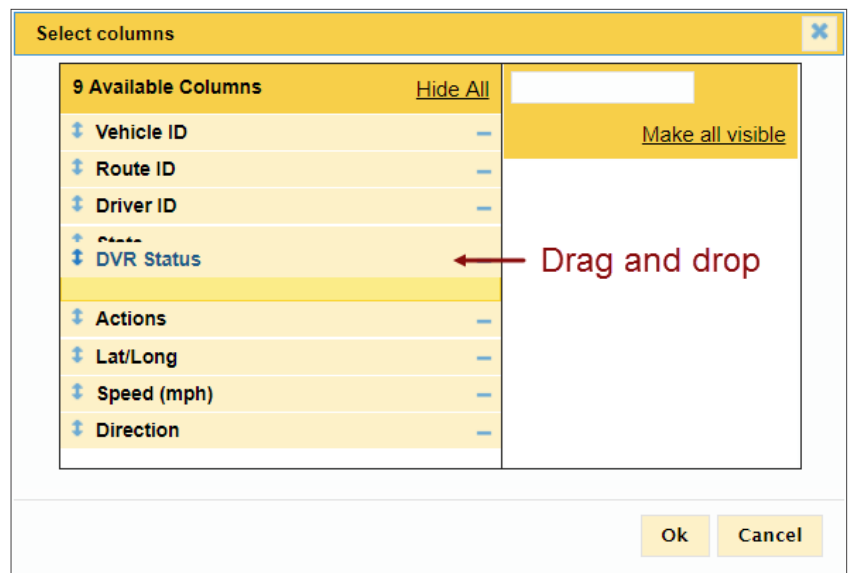
Columns

Page 1 of 25

View 1 - 5 of 10

To reorder the columns:

- Click **Columns** at the bottom of the table (see image in previous page). The **Select Columns** dialog opens.
- Drag any available column name up or down to redistribute the columns in the preferred order.
- Click **OK** to finish or **Cancel** to undo any changes.

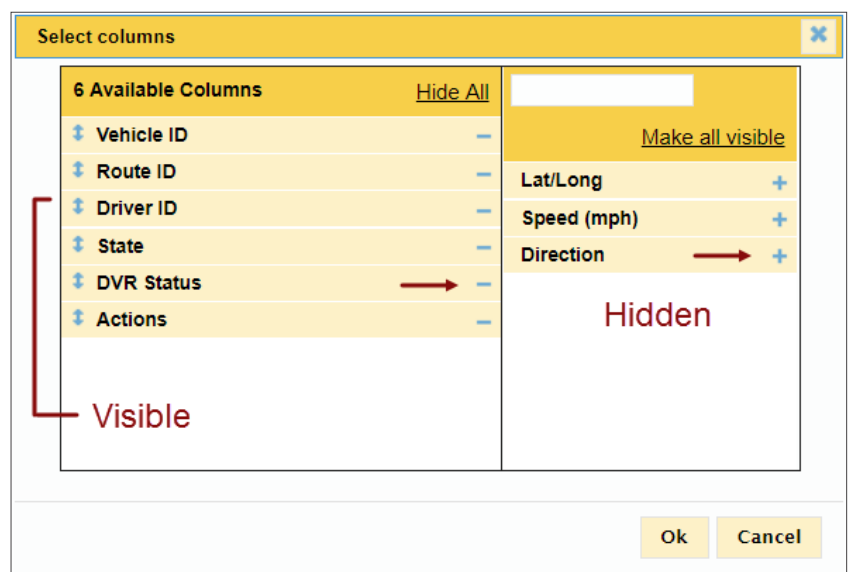


To disclose/hide available columns:

- Click **Columns** at the bottom of the table (see image in previous page). The **Select Columns** dialog opens.
- Visible columns are located on the left side of the dialog window. Select which of them, if any, you would like to hide by clicking on the - button on their right.
- Click on the + button on the right of any hidden columns, located on the right side of the table, to have them disclosed again in the History View.

Optional **Hide All** and **All Visible** buttons allow you to hide or disclose all columns at once for a faster workflow.

- Click **OK** to finish or **Cancel** to undo any changes.



TIP: Navigating and Editing Live and History Views



Remember that, even though the content is not exactly the same, navigating and editing Live and History View lists follow identical procedures. If you already know how to navigate and edit the Live View list, you'll be able to perform the same tasks in the History View list.

The Integrations Module

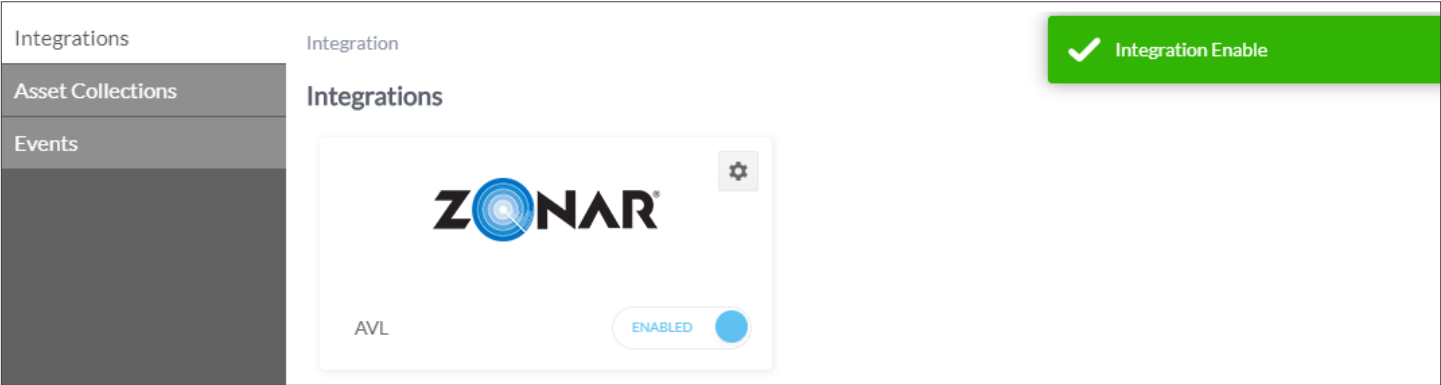
As part of the AVL system, **Integrations** is only accessible to users with specific permissions. vMax Live users can manage their integrations, devices associated to their fleet and event lists through this module. To perform these tasks, the module combines three different tools:

- **Integrations** allows the registration of **Zonar** AVL accounts in order to receive GPS and Events from Zonar systems.
- Through **Asset Collections**, users can link AVL devices to specific vehicles in their fleet.
- **Events** gives access to the default and configurable events list.

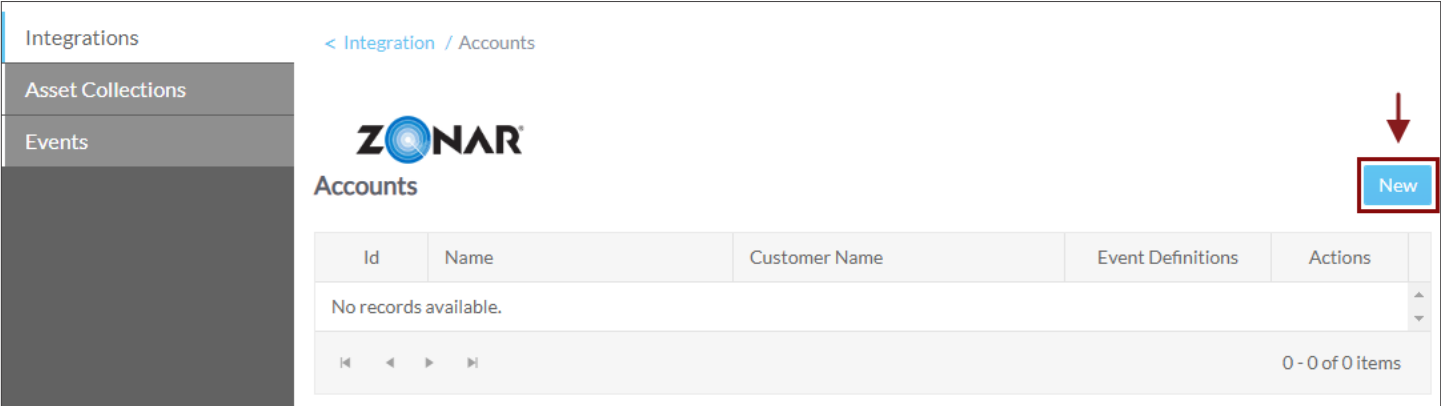
Managing Integrations

TO ACCESS

Click the **Integrations** button on the main toolbar. When the Integrations window is displayed, click the **Enable** button. A confirmation message appears on the right for a few seconds



Click the **Settings** button, represented by a wheel icon. A list of the existing accounts is disclosed and provides information on **Account ID, Name, Customer Name, Event Definitions** and **possible Actions**.



TO CREATE A NEW ACCOUNT

Click the **New** button located above the upper-right corner of the table (see previous image).

When the **New Account** window opens:

- Enter the Account **Name**.
- Enter the **URL** that provides AVL service.
- Type your **Login** and **Password**.
- Enter a **Customer Name**.
- Select the appropriate **Device ID Type** from the drop-down menu.

Notice that all the text fields are mandatory.

New Account

ZONAR

Name * ☒ Enabled ☒ Secure Connection
The name is required.

URL *

Login * Password *

Customer Name * Device ID Type *

In addition to the previous information, select:

- **Enable** if you want to keep the account active. Otherwise, deselect this option.
- **Secure Connection** if you are using Hyper Text Protocol Secure (https). If not, deselect this option.

Assigning Devices through Asset Collections

Devices can be grouped in **Asset Collections** and these associated to fleet vehicles.

TO ACCESS ASSET COLLECTIONS

After you have accessed the **Integrations** module by clicking the corresponding button on the main screen toolbar, click the **Asset Collections** tab on the left. The Asset Collections window displays a list of the existing Asset Collections and includes information on **Asset Collection ID**, **Vehicle ID** (i.e., ID of the vehicle to which the device is associated), **Notes**, **Sources** (accounts), and **Actions** (editing and deleting).

Integrations

Asset Collections

Events

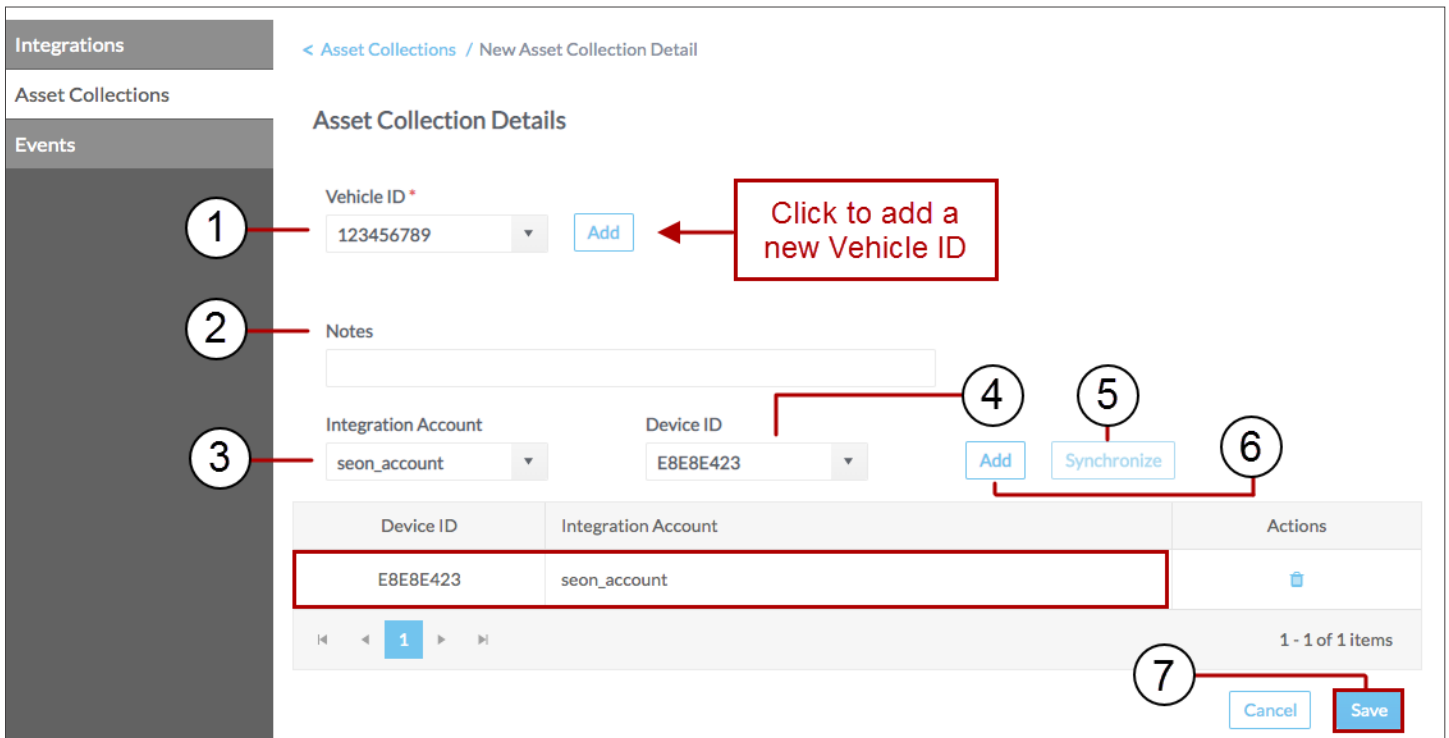
Asset Collections

New

Asset collection ID	Vehicle ID	Notes	Sources	Actions
4354-b2d8-	08	Created by Migrator.		
4a1d-83ba-	21	Created by Migrator.		
4511-95b2-	23	Created by Migrator.		

TO CREATE A NEW ASSET COLLECTION

Click the **New** button above the upper-right corner of the table (see previous image). The **Asset Collections Details** screen displays.



Asset Collection Details

Vehicle ID * Click to add a new Vehicle ID

Notes

Integration Account Device ID

Device ID	Integration Account	Actions
E8E8E423	seon_account	

1 - 1 of 1 items

Numbered callouts: 1 points to Vehicle ID input; 2 points to Notes input; 3 points to Integration Account dropdown; 4 points to Device ID dropdown; 5 points to Add button; 6 points to Synchronize button; 7 points to Save button.

In the Asset Collection Details screen:

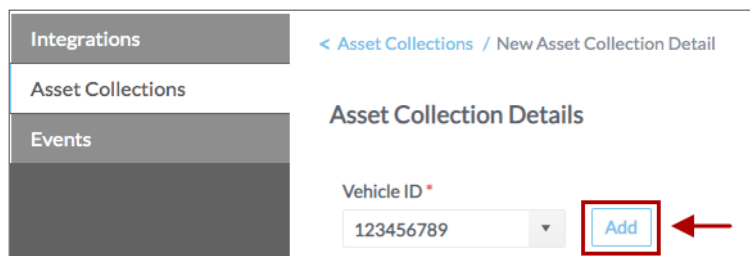
1. Select the **Vehicle ID**.
2. Enter any **Notes** if needed.
3. Select **Integration Account** (See the [Integrations](#) section for more details).
4. Select the **Device ID**.
5. If the Device ID can't be found in the drop-down menu, click **Synchronize** to update the list of devices and try again.
6. Once selected, click **Add**. The Asset Collection will be automatically listed in the table.
7. Click **Save** on the lower-right corner of the screen.

CREATE A NEW VEHICLE

Sometimes a user may need to create a new Vehicle before proceeding to the association of Asset Collections.

If that is your case,

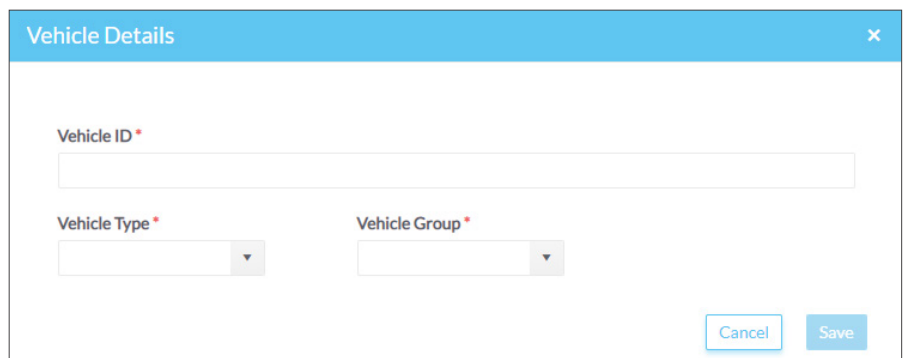
- Click the **Add** button located next to the **Vehicle ID** drop-down menu. See the previous image for a more detailed view.



The screenshot shows the 'Asset Collection Details' screen. On the left is a sidebar with 'Integrations', 'Asset Collections', and 'Events'. The main area has a breadcrumb '< Asset Collections / New Asset Collection Detail' and the title 'Asset Collection Details'. Below the title is a 'Vehicle ID *' field with a dropdown menu showing '123456789'. To the right of the dropdown is a blue 'Add' button, which is highlighted with a red rectangle and a red arrow pointing to it.

When the **Vehicle Details** window opens,

- Enter **Vehicle ID**.
 - Select **Vehicle Type**.
 - Select **Vehicle Group**.
- All these fields are mandatory.
- Click **Save**.



The screenshot shows the 'Vehicle Details' window. It has a blue header with the title 'Vehicle Details' and a close button. Below the header are three input fields: 'Vehicle ID *' (a text field), 'Vehicle Type *' (a dropdown menu), and 'Vehicle Group *' (a dropdown menu). At the bottom right are 'Cancel' and 'Save' buttons.

Now that the Vehicle has been created, you can go back to the previous section and follow the steps necessary to assign an Asset Collection.

Accessing and Configuring Events

Under Asset Collections, the **Events** tab offers vMax Live+ users a list of default icons (selectable within the Search pane) that notify the occurrence of specific Events such as **Cold Start**, **Drop Off** or **Geofence**. To review how these work, see the [Searching Vehicle Activity Data](#) section.

Integrations

Asset Collections

Events

Events

AVL Events List

Type	Name	Alarm	Icon	Actions
default	Cold Start			
default	Drop Off			
default	Geofence			
default	Idling			
default	Motion Start			
default	Motion Stop			
default	Odometer			

In addition to the available default Event Types, other Events can also be customized for user convenience. These Events are linked to a numbered icon and are classified as **custom** in the **Type** column.

The **Actions** column displays an Edit button next to each custom Event which allows its configuration.











Integrations

Asset Collections

Events

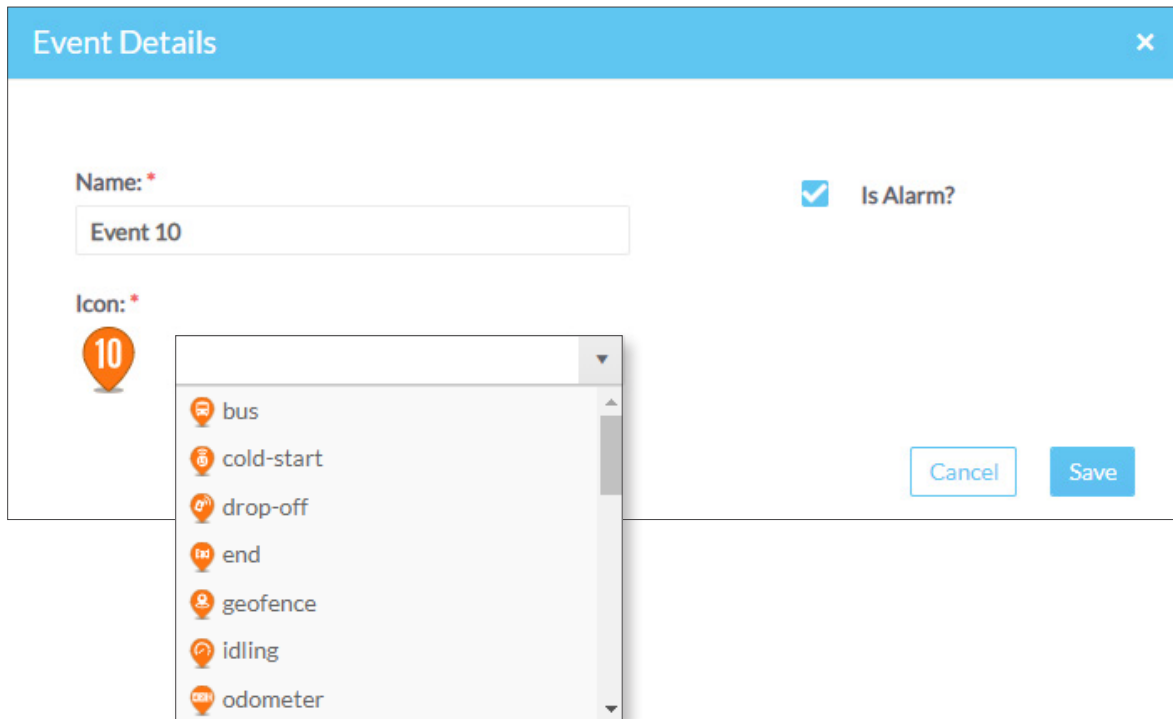
Events

AVL Events List

Type	Name	Alarm	Icon	Actions
default	Stop Arm Deployed			
default	Stop Arm Retracted			
custom	Event 1	✓		
custom	Event 10	✓		
custom	Event 2	✓		
custom	Event 3	✓		

To customize an Event, click the Edit icon to have the **Event Details** window displayed. Then,








- Enter the **Name** you want to assign to the Event.
- Check the corresponding box if you want the Event to represent an **Alarm**.
- Select the **Icon** to be linked to the Event in the provided drop-down menu.
- Click **Save** on the lower-right corner of the window.



The **Event Details** window is a modal dialog with a blue header bar containing the title and a close button. The main content area is white and contains three form elements: a text input for the event name, a checkbox for 'Is Alarm?', and a dropdown menu for the event icon. The 'Name' field is labeled 'Name: *' and contains the text 'Event 10'. The 'Is Alarm?' checkbox is checked. The 'Icon' field is labeled 'Icon: *' and shows a dropdown menu with a list of icons: bus, cold-start, drop-off, end, geofence, idling, and odometer. The 'bus' icon is currently selected. At the bottom right of the window are 'Cancel' and 'Save' buttons.

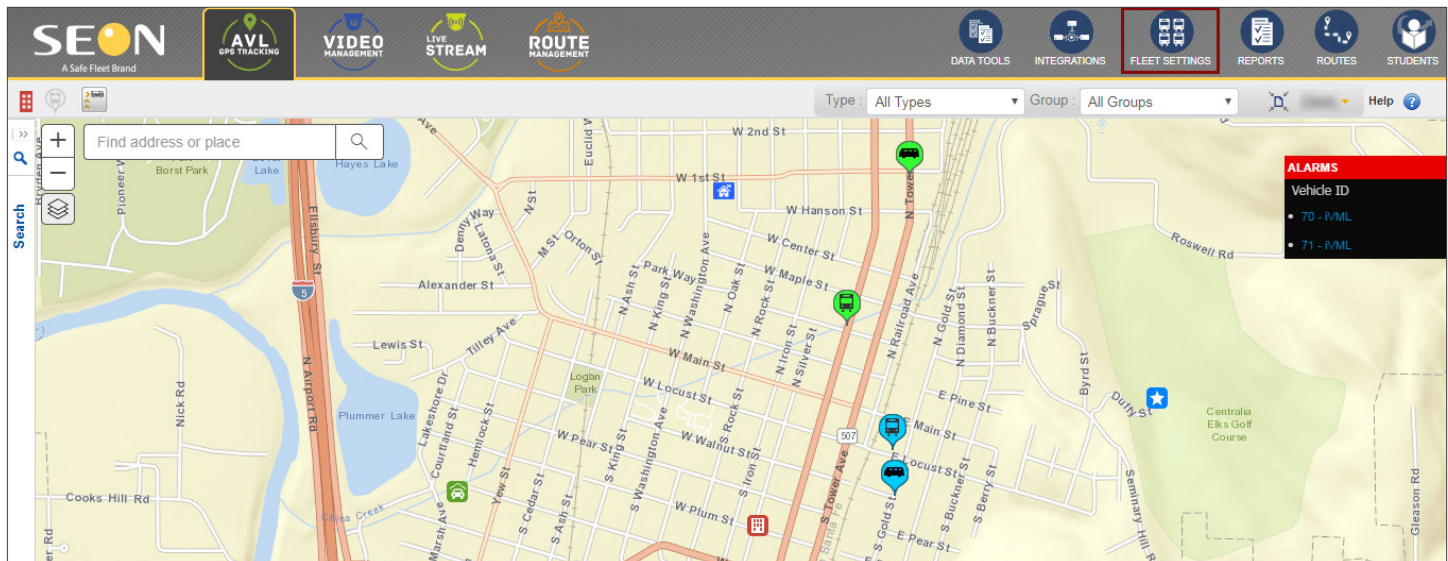
Event Details [X]

Name: * ☒ Is Alarm?

Icon: *       

Introduction To Fleet Settings

The vMax LIVE+ **Fleet Settings** tool, located in the vMax LIVE+ main toolbar, allows fleet administrators to set the configuration and defaults of all the Fleet components.



The tool displays several tabs that give access to **Users, Fleet, Permissions, Drivers, Groups, Vehicle Types, Vehicles, Facilities, Zones** and **Video Categories** (only for vMax Commander Users). See the following picture for more details.

With the exception of **Fleet** and **Permissions**, all these information categories are shown as editable entry lists that can be managed through the Fleet Settings module.

NOTE: Video Categories

Only users with the appropriate permissions will be able to see the Video Categories tab in Fleet Settings.

Based on the **Users** menu as an example, the following sections will walk you through the basic tasks you need to familiarize with in order to manage entries in Fleet Settings.

Searching Entries in Fleet Settings

For a more convenient display of the information, entry lists in Fleet Settings can be sorted by clicking on the column headers, similarly to how it has been explained for the Live View list.

When searching for one or more entries, these can also be filtered by using the corresponding **Filter** button. To filter entries in the Users list:

1. Find **Fleet Settings** in the toolbar and click on it. By default, the Users list will be displayed. Again, the Filter button can be found above the list, and **Page** navigation buttons are located above and below.
2. Click the **Filter** icon to enable the filter row. A new row holding empty text boxes appears under the column headers and a new **Filter** icon appears under the **Actions** column header (see following figure).

- Enter the appropriate search values you want to use as filters in the corresponding text boxes. Select from drop-down menus or calendars where provided.
- Click the **Filter** icon in the Actions column and the rows will be reorganized to show only the resulting filtered entries.

Remember that, once the filter is set, a new **Clear Filter** icon is also disclosed under the **Actions** column header.

If you decide not to use the selected filter, click the **Clear Filter** icon. The list will be shown again as it was before applying the filter.

Then, you can disregard filtering or apply new filter options to your search.

Fleet Settings

Export Print Add

Users Fleet Permissions Drivers Groups Vehicle Types Vehicles Facilities Zones Video Categories

Filter Showing 1 to 10 of 57 1 2 3 4 5 6 Show Rows: 10

User ID	Email	Name	Role	Last Logged In (-07:00)	Actions
			Admin		17 [Filter] [Clear Filter] [Show Deleted Records]
Aaron	aaron@vmax.com	Aaron Taylor	Admin	07/25/2018 - 08:01	[Trash]
admin	admin@vmax.com	Default Administrator	Admin	03/11/2019 - 17:05	[Trash]
adminpro	adminpro@vmax.com	Admin Pro	SeonAdmin	03/14/2019 - 11:58	[Trash]
anatoly	anatoly@vmax.com	Anatoly Ivanov	SeonAdmin	11/15/2018 - 13:57	[Trash]
bill	bill@vmax.com	Bill Smith	Admin	04/18/2017 - 14:50	[Trash]
Bob	bob@vmax.com	Bob Jones	Sales	11/03/2016 - 05:43	[Trash]
Cathy	cathy@vmax.com	Cathy White	Admin	12/23/2013 - 21:23	[Trash] [Refresh]
Chuck	chuck@vmax.com	Chuck Hall	Supervisor	03/04/2014 - 14:04	[Trash] [Refresh]
Dan	dan@vmax.com	Dan Jones	Admin	10/26/2016 - 09:35	[Trash]
datacontrol	datacontrol@vmax.com	Data Control	SeonAdmin	08/24/2017 - 10:50	[Trash]

Showing 1 to 10 of 57 1 2 3 4 5 6 Show Rows: 10

Deleting Entries

Users can easily delete one or more existing entries from these lists if necessary.

To delete an entry:

- Click on the **Delete** button (trash bin icon) on the right of the entry row you want to delete.
- After a confirmation dialog appears, click **Yes** to deactivate the record.
- Close the confirmation by clicking the **X** on the corner.



Restoring Entries

Maintaining database integrity requires that entries are not completely removed but kept inactive when deleted. As a result, deleted entries can still be restored to active status later.

To restore deleted entries:

1. Click **Filter** at the top of the list.
2. Check the **Show Deleted Records** box that appears on the upper row of the Actions column to disclose all deleted records.
3. Click the **Undelete** icons displayed next to the deleted entries.

Fleet Settings

Export Print Add

Users Fleet Permissions Drivers Groups Vehicle Types Vehicles Facilities Zones Video Categories

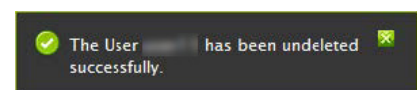
Filter Showing 31 to 40 of 59 1 2 3 4 5 6 Show Rows: 10

User ID	Email	Name	Role	Last Logged In (-07:00)	Actions
Lisa	lisa@company.com	Lisa Smith	Supervisor	03/25/2019 - 09:02	<input checked="" type="checkbox"/> Show Deleted Records
Maggie	maggie@company.com	Maggie Smith	Supervisor	03/25/2019 - 09:23	
malinda	malinda@company.com	Malinda Smith	Sales	05/25/2017 - 15:06	
marketing	marketing@company.com	Marketing	SeonAdmin	07/16/2018 - 18:44	
Matt	matt@company.com	Matt Smith	User	03/04/2015 - 14:38	
mgholson	mgholson@company.com	Matt Gholson	Admin	07/24/2018 - 19:43	
Nancy	nancy@company.com	Nancy Smith	User	05/19/2017 - 08:50	
NancyR	nancy@company.com	Nancy Smith	Admin	08/27/2015 - 10:20	
PeterK	peter@company.com	Peter Smith	Admin	05/09/2016 - 12:57	
ptremblay	ptremblay@company.com	Peter Tremblay	Admin	02/14/2019 - 15:06	

Showing 31 to 40 of 59 1 2 3 4 5 6 Show Rows: 10

4. When the confirmation dialog is displayed, close it by clicking the X on the corner of the box.

The deleted records are activated again.



Adding or Editing Entries

As previously mentioned, most tabs in Fleet Settings (Users, Groups, Vehicle Types, Vehicles, Facilities and Zones) display editable lists of entries.

vMax LIVE+ users can add new entries to the lists and edit or delete any of the existing entries:

1. To add a new entry, click the **Add** button and enter the appropriate text in the corresponding fields.
2. To edit an existing entry, click on it (editable entries are underlined) and enter the required information.

Fleet Settings

1

Export Print Add

Users Fleet Permissions Drivers Groups Vehicle Types Vehicles Facilities Zones Video Categories

Filter Showing 1 to 10 of 43 1 2 3 4 5 Show Rows: 10

User ID	Email	Name	Role	Last Logged In (-07:00)	Actions
Aaron	aaron@seonfleet.com	Aaron Nathan	Admin	07/25/2018 - 08:01	
admin	admin@seonfleet.com	Default Administrator	Admin	03/22/2019 - 10:12	
adminpro	adminpro@seonfleet.com	Seon Admin Pro	SeonAdmin	03/14/2019 - 11:58	
anatoly	anatoly@seonfleet.com	Anatoly Ivanov	SeonAdmin	11/15/2018 - 13:57	
bill	bill@seonfleet.com	Bill Davis	Admin	04/18/2017 - 14:50	
Bob	bob@seonfleet.com	Bob Davis	Sales	11/03/2016 - 05:43	
Dan	dan@seonfleet.com	Dan Davis	Admin	10/26/2016 - 09:35	
datacontrol	datacontrol@seonfleet.com	Seon Admin Pro	SeonAdmin	08/24/2017 - 10:50	
demo	demo@seonfleet.com	Demo User	Admin	01/08/2019 - 12:59	
Diego	diego@seonfleet.com	Diego Sanchez	SeonAdmin	03/25/2019 - 08:48	

Showing 1 to 10 of 43 1 2 3 4 5 Show Rows: 10

2

To see how adding a new entry or editing an existing one applies to each available list in more detail, read the following section [Configuring Fleet Settings](#).

Configuring Fleet Settings

Let's see now how each component within Fleet Settings can be managed as part of the complete configuration workflow. First of all, you need to access **Fleet Settings** on the vMax LIVE+ toolbar by clicking on its button. Then, select the preferred tab you would like to work with and proceed as explained in each of the following sections:

Adding or Editing Users

Click on the **Add** button if you want to add a new User or click on an existing one (underlined) to edit its information.

Fleet Settings

Export Print **Add**

Users Fleet Permissions Drivers Groups Vehicle Types Vehicles Facilities Zones Video Categories

Filter Showing 1 to 10 of 43 Show Rows: 10

User ID	Email	Name	Role	Last Logged In (-07:00)	Actions
<u>Aaron</u>	aaron@vmaxlive.com	Aaron Nelson	Admin	07/25/2018 - 08:01	
<u>admin</u>	admin@vmaxlive.com	Default administrator	Admin	03/22/2019 - 10:12	
<u>adminpro</u>	adminpro@vmaxlive.com	Seon administrator	SeonAdmin	03/14/2019 - 11:58	
<u>anatoly</u>	anatoly@vmaxlive.com	Seon administrator	SeonAdmin	11/15/2018 - 13:57	
<u>bill</u>	bill@vmaxlive.com	Bill Davis	Admin	04/18/2017 - 14:50	
<u>Bob</u>	bob@vmaxlive.com	Bob Davis	Sales	11/03/2016 - 05:43	
<u>Dan</u>	dan@vmaxlive.com	Dan Davis	Admin	10/26/2016 - 09:35	
<u>datacontrol</u>	datacontrol@vmaxlive.com	Seon administrator	SeonAdmin	08/24/2017 - 10:50	
<u>demo</u>	demo@vmaxlive.com	Seon administrator	Admin	01/08/2019 - 12:59	
<u>Diego</u>	diego@vmaxlive.com	Diego Davis	SeonAdmin	03/25/2019 - 08:48	

Showing 1 to 10 of 43 Show Rows: 10

When the User menu appears:

User ID - Aaron

User

User ID: Aaron

*First Name: Aaron *Last Name: Nelson

*Email: aaron@vmaxlive.com Cell Number:

Email Alerts: ☒ Role: Admin Restricted Group: GENERAL

New Password: Confirm Password: Restricted Login: ☐

Language: English

Allow Access From: To:

Save Save and Close Cancel

1. Add new **User ID**, **Name** and **Email** or edit information of existing User.
2. Enter **Cell Number** and check **Email Alerts** if required. Email Alerts will be received when system alerts are triggered.
3. Select a **Role** from the drop-down menu.
4. Add or edit **Password** and **Confirm** below. Passwords need 8 to 32 characters, and need to include at least 1 number, 1 letter and 1 special character.

Notice that passwords are required fields when new Users are being added.

5. Select a **Restricted Group** from the drop-down menu if access needs to be restricted to a Group, and check **Restricted Login** if applicable.

If administrators restricted to a specific Group create new users, these will also be restricted to the same Group.

6. Select **Language** if necessary.
7. Click **Save** or **Save and Close** as required.

TIP: Required Fields



Notice that, when adding or editing entries in Fleet Settings, required fields are always preceded by red asterisks.

Adding or Editing Drivers

The Drivers menu lists the Drivers registered in the system.

Click on the **Add** button if you want to add a new Driver or click on an existing one (underlined in the list) to edit its information.

Driver ID	First Name	Last Name	Cell Number	Actions
<u>0001-RP</u>	Ralph
<u>101235</u>	Tom
<u>101240</u>	Jose
<u>101357</u>	Alan

When the Driver menu appears:

Driver

*Driver ID:

*First Name:

*Last Name:

Cell Number:

Badge Number:

Save Cancel

1. Add a **Driver ID** (required field when adding a new Driver) or edit the **Description** of the existing one.
2. Enter a **First Name** and a **Last Name** (these are also required fields).
3. Enter a **Cell Number** if necessary.
4. Enter a **Badge Number** if desired.
5. Click **Save** (or **Cancel** if you want to exit this menu).

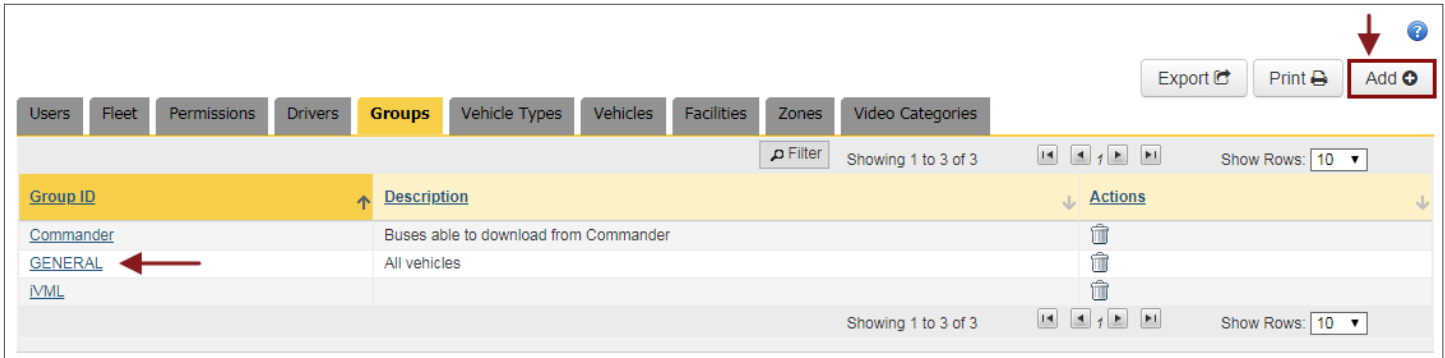
Adding or Editing Groups

Users and Vehicles can be categorized into **Groups**, and some Users may have restricted access to specific Groups of Vehicles.

When administrators with access restricted to certain Groups create new Users, these will also be restricted to the same Groups.

This feature is especially useful when creating Sub Fleets and assigning Vehicles and Users to them.

Click on the **Add** button if you want to add a new Group (or Sub Fleet), or click on an existing one (underlined in the list) to edit its information.



When the Group Menu appears:

The screenshot shows the 'Group ID - GENERAL' edit form. It has a title bar with a close button. Below the title bar is a 'Group' tab. The form contains two input fields: 'Group ID' with the value 'GENERAL' and 'Description' with the value 'All vehicles'. At the bottom of the form are 'Save' and 'Cancel' buttons.

1. Add a new **Group ID** (required field when adding a new Group) or edit the **Description** of the existing one.
2. Click **Save** (or click **Cancel** to exit menu).

Adding or Editing Vehicle Types

Vehicles can be grouped into Types for tracking and management. The **Vehicle Types** tab allows customers to create and edit default settings assigned to each Type of Vehicle in the Fleet. Newly added Vehicles will have those Vehicle and Alarm settings assigned to their corresponding Type until they are eventually edited.

Click on the **Add** button if you want to add a new Vehicle Type or click on an existing one (underlined) to edit its information.

The Vehicle Type menu appears.

Under **Vehicle Type**:

1. Add a new **Vehicle Type ID** (required field) or directly edit the **Description** of the existing one.
2. Select an appropriate **icon** from the drop-down menu to display for that vehicle.
3. Click **Save** (or click **Cancel** to exit menu).

Users with remote video recording capabilities, such as those using vMax Commander, will have an Alarms tab displayed.

Under **Alarms**:

1. Select **Download Alarm Event** to enable this feature.
2. Select **Download Video** to have vMax LIVE+ download the video segments that are associated to the Alarm events. This enables related fields.

3. If Download Video is selected, enter the video **Pre** and **Post Alarm** Times in minutes and seconds to specify the length of the video segment downloaded with the Alarm event.
4. Select **All Channels** if you want to include all available cameras in the alarm video download.
5. Choose the **Resolution** (High or Low) of the video to be downloaded from the drop-down menu. Keep in mind that high resolution video has better quality but takes longer to download.
6. Click **Set All** if you want to apply the newly specified settings to all Alarm types.
7. Otherwise, enter individual settings for each Alarm type including Alarm **Name**, **Download Alarm Event** and **Download Video**, **Pre** and **Post Alarm** video times, **All Channels** (if preferred), **FTP Upload** and **Resolution**.
8. Check **Update All Vehicles with this Vehicle Type** if preferred.
9. Click **Save** (or click **Cancel** to exit the menu).

NOTE: FTP Upload



If selected, a video is automatically converted to .avi file and uploaded to the customer's FTP site. By default, video starts 4 seconds before and ends 4 seconds after the event. Notice that only one Alarm Type can be set for FTP Upload.

IMPORTANT: Alarm Type Considerations

The number and type of Alarms available in the Vehicle Type and Vehicle menus can vary depending on the DVR installed in the Vehicle. In general terms, the Alarm types help organize alarms and other signals based on the response expected from the system after the event.

Some DVR models have a two-pin alarm input that allows the connection of an **Alarm Switch** (figure on the left showing a red button). During installation, alarms triggered by this button are configured as **Alarm 0** in vMax LIVE+. An **Event-Diagnostic** button (figure on the right with green ring light) can also be installed, unless the required harness connection is already being used by a RGY light indicator that displays DVR recording and video loss conditions. Alarms triggered by the Event-Diagnostic button are necessarily configured as **Alarm 1**.

Some recorders don't have the input for the Alarm Switch, and these only allow the installation of the Event-Diagnostic button through the provided harness.

Both buttons can be pressed at the driver's discretion after an event. By doing so, the DVR registers the exact moment of the event to facilitate later analysis.

The rest of the Alarm types in the menu are assigned to automatic vehicle event signals and configured as desired.



Adding or Editing Vehicles

The Vehicle tab shows the following information:

- **Vehicle ID**, **Vehicle Type**, **Vehicle Group** and **Device ID** (VML controller number installed in the vehicle).
- **Current Driver ID** (name of vehicle driver) and **Current Route**.
- **DVR Type** installed in the vehicle, **DVR Associated** notification (indicates if a DVR has been associated with the Vehicle in vMax Commander), **Firmware** version used in the DVR, **Firmware Status** (upload status of last DVR firmware version) and **Configuration Status** (upload status of last DVR configuration version).

Notice that different **Actions** buttons are displayed in the last column of the Vehicles table.

- **Delete** removes Vehicle entries from the table.
- **Odometer** opens the odometer menu.
- **Alarm Record** lists the Alarm events detected in Fleet Vehicles.
- **Occupants** lists the Vehicle's occupants.



NOTE: Upload Firmware and DVR Configuration



Users with remote video recorder management capabilities, such as those using vMax Commander, will find two more Action buttons to the far right of Vehicles with a synchronized DVR or NVR:

- **Upload Firmware** - Shown as a green arrow above a video recorder, schedules a Firmware Upload to the DVR.
- **Modify DVR Configuration** - Shown as a blue cog above a video recorder, edits recorder Configuration and schedules a Configuration Upload.

Remember that you learn more about this topic in the instructional materials included in the *Managing DVRs* chapter of the *vMax Commander User Guide* that you can download from the [Documentation Library](#). You can also visit the final section of our vMax Commander Training Tutorials [here](#).

Now that you are familiar with the Vehicles menu, you can click on the **Add** button if you want to add a new Vehicle or click on an existing one (underlined) to edit its information.

<div> <div>Users</div> <div>Fleet</div> <div>Permissions</div> <div>Drivers</div> <div>Groups</div> <div>Vehicle Types</div> <div>Vehicles</div> <div>Facilities</div> <div>Zones</div> <div>Video Categories</div> </div> <div>Export Print Add</div>										
<input type="checkbox"/>	Vehicle ID	Vehicle Type	Vehicle Gro	Asset Collection ID	DVR Associated	DVR Type	Firmware	Firmware Status	Configuration Status	Actions
<input type="checkbox"/>	08	Car	GENERAL	a7552278-eee1-4354-t	No	TL4			Not Available	
<input type="checkbox"/>	21	Small Bus	GENERAL	9ce6911d-4167-4a1d-8	No	TX8			Not Available	
<input type="checkbox"/>	23	Small Bus	GENERAL	29795e3b-fb0a-4511-9	No	TX8	2.0.1.0041,95.10		Pending Upload	
<input type="checkbox"/>	<u>23 - IVML</u>	Small Bus	GENERAL	990a3990-fc28-4acb-b	Yes	TX8	2.0.1.0041,95.1	Pending	Synchronized	
<input type="checkbox"/>	24	Small Bus	GENERAL	0e61734d-1ad1-44e4-z	Yes	TX8	2.0.1.0043,95.1	Pending	Synchronized	

The Vehicle menu appears.

Under **Vehicle**:

1. Add the new **Vehicle ID** (number from installer) or edit the information of an existing Vehicle.
2. Select **Vehicle Group** and **Type** (Car, Full Bus, Service Vehicle, Small Bus default types, or other custom vehicle type).
Vehicle ID, Group and Type are required fields.
3. Enter **Vehicle Information** in the corresponding text box if necessary.

4. If needed, enter **Operation Cost, Seating Capacity, Year Manufactured or License Plate Number** (optional fields).
5. If an Asset Collection has been associated with an existing **Vehicle**, this will be shown on the right of the dialog. You can access and edit the Asset Collection by clicking its link.

To know more about this topic, review Asset Collections within the [Integrations](#) section.

6. Select **Live Streaming Connection** to enable live streaming and Vehicle's cellular router configuration.
Enter **IP Address** and **Port**, and check **Enable Map** if required.
7. Once the Vehicle Configuration is finished, click **Save** or **Save and Close** as preferred (click **Cancel** if you want to exit the menu).

NOTE: DVR and Alarms Tabs



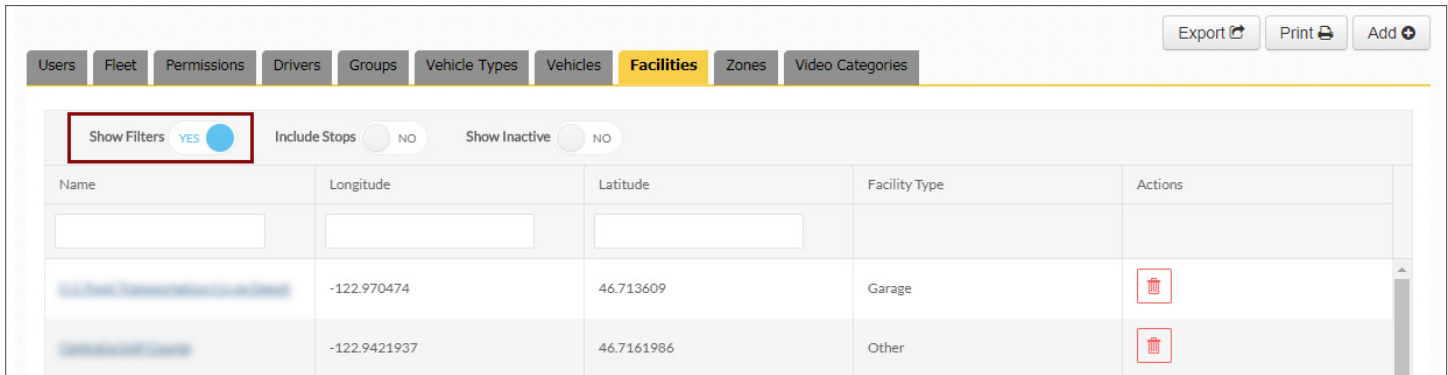
Users with remote video recorder management capabilities, such as those using vMax Commander, will find **DVR** and **Alarm** configuration options under their corresponding tabs to the right of Vehicle.

Remember that you can learn more about this topic in the instructional materials included in the *Managing DVRs* chapter of the *vMax Commander User Guide*, available from the [Documentation Library](#). You can also visit the final section of our vMax Commander Training Tutorials [here](#).

Adding or Editing Facilities

Before Editing, notice that the menu under Facilities offers several options to make the selection process easier:

1. You can click **Show Filters** if you want to enable this option. Entries can be filtered by Name, Longitude, Latitude or Facility Type.



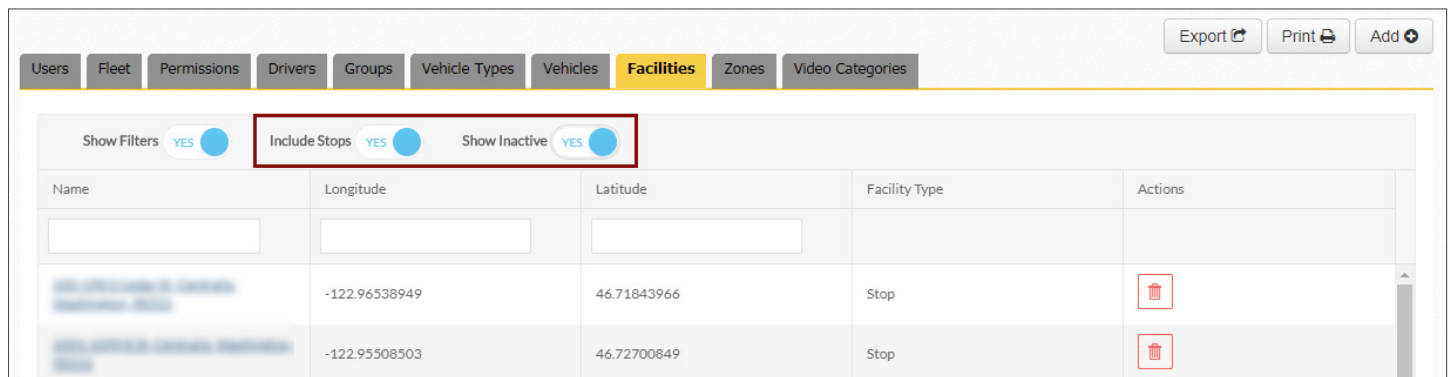
Users Fleet Permissions Drivers Groups Vehicle Types Vehicles **Facilities** Zones Video Categories

Export Print Add

Show Filters ☒ YES Include Stops ☐ NO Show Inactive ☐ NO

Name	Longitude	Latitude	Facility Type	Actions
<input type="text"/>	<input type="text"/>	<input type="text"/>		
Los Alamitos Transportation Center	-122.970474	46.713609	Garage	
Los Alamitos Center	-122.9421937	46.7161986	Other	

2. Click **Include Stops** if you prefer to have these listed together with the other Facilities.



Users Fleet Permissions Drivers Groups Vehicle Types Vehicles **Facilities** Zones Video Categories

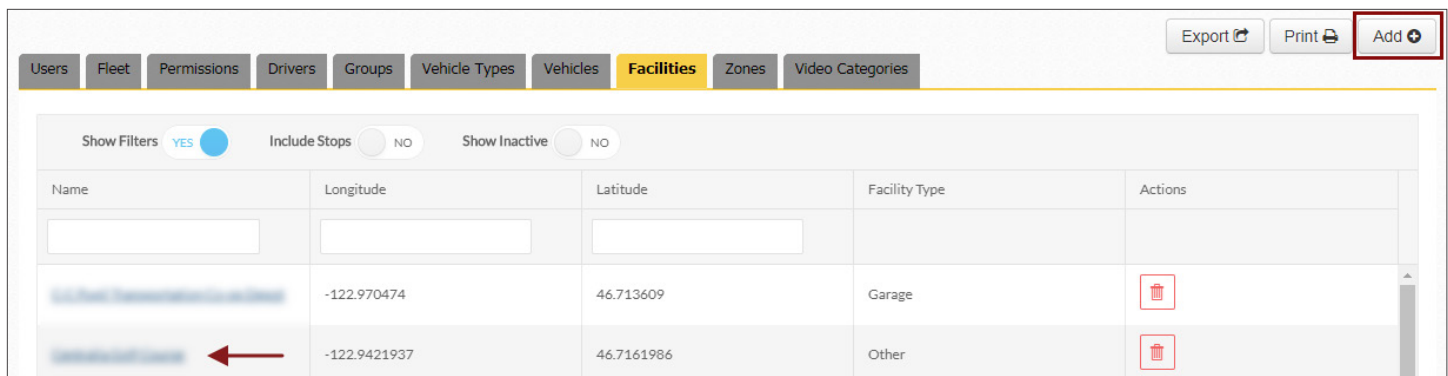
Export Print Add

Show Filters ☒ YES Include Stops ☒ YES Show Inactive ☒ YES

Name	Longitude	Latitude	Facility Type	Actions
<input type="text"/>	<input type="text"/>	<input type="text"/>		
Los Alamitos Transportation Center	-122.96538949	46.71843966	Stop	
Los Alamitos Center	-122.95508503	46.72700849	Stop	

3. Select **Show Inactive Facilities** if necessary.
4. You can also delete any Facility by clicking the **Delete** button under the Actions column.

Now, under the **Facilities** tab, click on the **Add** button if you want to add a new Facility, or click on an existing Facility to edit the corresponding information.



Users Fleet Permissions Drivers Groups Vehicle Types Vehicles **Facilities** Zones Video Categories

Export Print Add

Show Filters ☒ YES Include Stops ☐ NO Show Inactive ☐ NO

Name	Longitude	Latitude	Facility Type	Actions
<input type="text"/>	<input type="text"/>	<input type="text"/>		
Los Alamitos Transportation Center	-122.970474	46.713609	Garage	
Los Alamitos Center	-122.9421937	46.7161986	Other	

When the Facility Menu appears:

1. Enter a new **Name** or edit the existing one (required field).
2. If needed, add a new **Description** or edit the existing one.
3. Drag the Map to move the red location icon to the appropriate place. As you do this, the **Latitude** and **Longitude** values and the complete address change in their respective text boxes. Otherwise, if you know the coordinates, enter those values manually or use the up-down arrows to modify them. The address will also be shown below.

If you know the exact street address, you can enter this (including city, state and zip code) in the optional **Find Address** text box and click the magnifier icon to disclose the coordinates. The system will also disclose its position in the Map.

4. Choose the correct **Facility Type** (required field) from the provided drop-down menu.

There are basically four preset types of Facilities that can be selected: **School**, **Office**, **Garage** and **Stop**. However, the option **Other** allows users to define new types as needed. Each type has a specific icon assigned that will display in the Map.

If School is selected, a School Code becomes a required field. Its value has to be entered in the text box that appears below.

5. Click **Save** (or click **Cancel** to exit menu).

TIP: After Creating Facilities

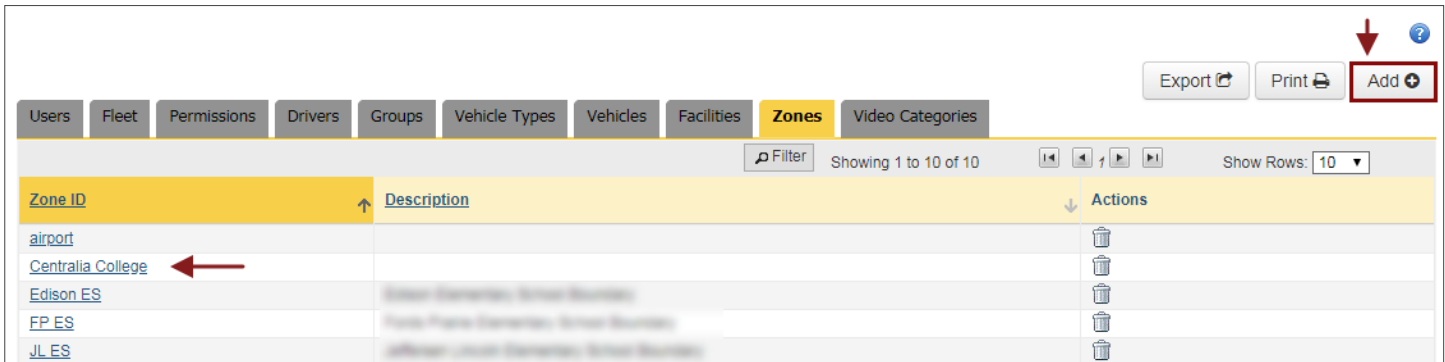


If you create a new Facility, this will be added in the Facilities list. Remember that you can always delete a Facility by clicking the bin icon in the Actions column and navigate the list pages with the aid of the corresponding buttons located below.

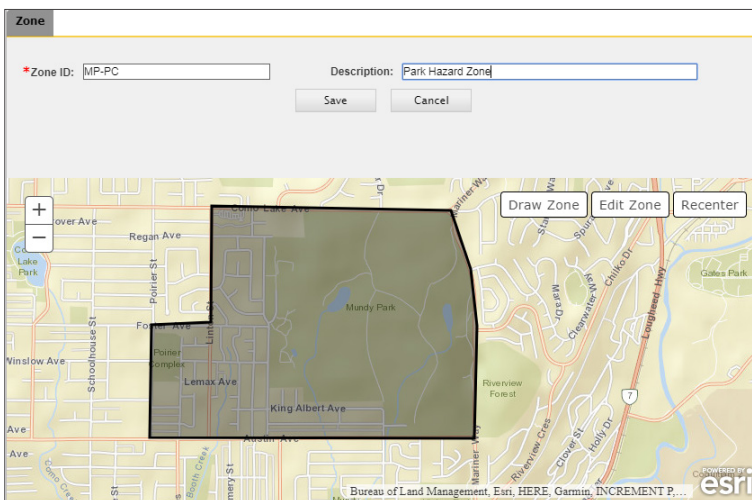
Adding or Editing Zones

Remember that Zones are shaped map areas that users can create in vMax LIVE+ to monitor Vehicle and Driver activity within certain areas of interest. See [Searching by Zone](#) and [Setting a Custom Zone](#) to review this topic.

Under Zones, click on the **Add** button if you want to add a new Zone or click on an existing one (underlined) to edit its corresponding information.

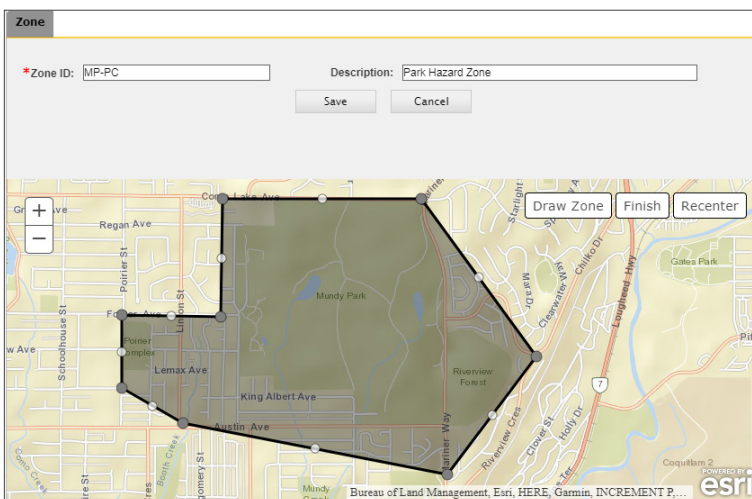


Zone ID	Description	Actions
airport		
Centralia College		
Edison ES		
FP ES		
JLES		



To add a new Zone, when the Zone window appears:

1. Click on the **Draw Zone** button and then on up to eight different boundary points on the map to select the preferred Zone. After selecting three points, which define a triangle, the new Zone can be created by double-clicking on the last point. However, you can still click on more points (up to 8) if you need a more precise delimitation.
2. Once you have outlined the Zone by setting the corresponding points, **double-click** on the last point. The Zone will be created.
3. Add a **Zone ID** (required) and a **Description** (optional).
4. Click **Save**.



To edit an existing Zone:

1. If you want to change the description, enter a new one in the corresponding text box.
2. If you need to redefine the area, click **Edit Zone** and drag the points to a new preferred location.
3. Click the **Finish** button.
4. Then, click **Save**.

Configuring Fleet

In the **Fleet** tab, Fleet administrators can view and edit Fleet display and configure email alerts.

The screenshot displays the 'Fleet' configuration page. The top navigation bar includes tabs for Users, **Fleet**, Permissions, Drivers, Groups, Vehicle Types, Vehicles, Facilities, Zones, and Video Categories. The main configuration area contains the following fields:

- Fleet ID:** releasetest (Read Only)
- Default Zone:** surrey (Read Only)
- Max Active Users:** 100 (Read Only)
- Max Active Vehicles:** 150 (Read Only)
- *Distance Unit:** Km
- *Language:** English
- Time Zone:** (GMT-8:00) America/Vancouver
- Video Archive Folder:** downloads\Archives
- *Purge deleted video archive task (days):** 3
- Fleet Speed Limit:** 60
- Fan Requiring Attention Events:** ☒

The **Email Configuration** section on the right includes:

- Enable Email Alerts:** ☒
- SMTP Server:** [Text Field]
- SMTP Port:** 25
- Username:** [Text Field]
- Password:** [Text Field]
- Secured Connection using TLS:** ☒
- Secured Connection using SSL:** ☐
- From Address:** [Text Field]
- Test Address:** [Text Field]
- Send Test Email:** [Button]

A **Save** button is located at the bottom center of the page.

Fleet ID, **Maximum Active Users** (number of Users that can be logged in), and **Maximum Active Vehicles** (number of Vehicles that can be tracked in this Fleet) are read-only fields. To edit the rest of the information:

- Select a **Default Zone** from the drop-down menu.
- Set **Distance Units** to Miles or Kilometers and Language to English, French or Spanish. These are required fields.
- Select **Time Zone** from the provided drop-down menu.
- Choose the preferred **Video Archive Folder** where scheduled video archives will be downloaded by default.
- Enter a **Purge** value, i.e., the number of days after which deleted video files will be permanently removed from the recycle bin. Deleted video files still in the recycle bin (retention status) can be recovered through the Archive Manager.
- Enter the **Fleet Speed Limit** to have speeding events displayed in map search (when Fleet Speed Limit is selected in the Search Pane).
- Check the **Fan Requiring Attention Events** box to have the system inform about such events.

Depending on the customer, event alerts can be emailed from the vMax LIVE+ Server or from another customer's server. The email can be configured within the **Email Configuration** section. To do so:

- Check **Enable Email Alerts** to receive system alerts when triggered.
- Enter **SMTP** (email server name, which should have a maximum of 20 characters) and **SMTP Port** (value from 1 to 99999).
- Enter **Username** of email user account and then the corresponding **Password**.
- Check **Secured Connection using TLS** to enable a Transport Layer Security connection or **Secured Connection using SSL** to enable a Secure Socket Layer connection.
- To test the configuration, enter the email address in the **From Address** box and the recipient address to be used in the test in the **Test Address** box. Then, click **Send Test Email** and see if the email is received.

Configuring Permissions

Fleet administrators can use the **Permissions** tool to assign permissions to other users.

Under the Permission tab, a drop-down menu located on the upper-left corner displays the user **Roles** existing in the system.

Different Roles, such as **Administrators**, **Supervisors** or **Users**, may have different access levels to the **Features** available in the Fleet Setting modules of Path, vMax LIVE+ and vMax Commander applications.

These Features are listed in an expandable table and grouped into several categories, based on which of the applications allow access to them.

Such categories are:

- Common Components - Present in all applications.
- vMax Commander - Only present in vMax Commander.
- vMax LIVE+ - Only present in vMax LIVE+.

There are basically three access levels to these features in vMax LIVE+:

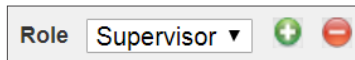
- **No Access.**
- **Read Only.**
- **Full Access.**

Feature		Access Level	
Common Components	<input type="radio"/> No Access <input checked="" type="radio"/> Read Only <input type="radio"/> Full Access		
Path	<input type="radio"/> No Access <input checked="" type="radio"/> Read Only <input type="radio"/> Full Access		
vMax Commander	<input type="radio"/> No Access <input checked="" type="radio"/> Read Only <input type="radio"/> Full Access		
vMax Live Plus	<input type="radio"/> No Access <input checked="" type="radio"/> Read Only <input type="radio"/> Full Access		
Actions	<input type="radio"/> No Access <input type="radio"/> Read Only <input checked="" type="radio"/> Full Access		
Search	<input type="radio"/> No Access <input type="radio"/> Read Only <input checked="" type="radio"/> Full Access		
Integrations	<input type="radio"/> No Access <input checked="" type="radio"/> Full Access		
Reports	<input type="radio"/> No Access <input checked="" type="radio"/> Read Only <input type="radio"/> Full Access		
Routes and Students	<input type="radio"/> No Access <input checked="" type="radio"/> Read Only <input type="radio"/> Full Access		
Routes	<input type="radio"/> No Access <input checked="" type="radio"/> Read Only <input type="radio"/> Full Access		
Students	<input type="radio"/> No Access <input checked="" type="radio"/> Read Only <input type="radio"/> Full Access		
vMax Stream	<input type="radio"/> No Access <input checked="" type="radio"/> Full Access		

The Permissions tool in Fleet Settings also allows Fleet administrators to give or remove full access (without specific options) to vMax Stream at the bottom of the table after the vMax LIVE+ feature list.

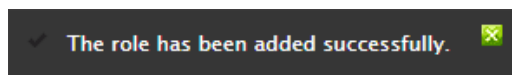
Since you already know that Permission configuration is based on Roles, Features and Access Levels, let's take a closer look at the workflows in the next section to learn how to do it.

In the Permissions module, users can add, edit or delete Roles through the **Role** drop-down menu and the two buttons located next to it.



To add a new Role:

1. Click on the green **Add New Role** button. The Add Role dialog opens.
2. Enter a **Name** for the Role.
3. In the provided drop-down menu, select another Role to **Copy Permissions From**.
4. Click **Save**. The new Role appears in the Roles drop-down menu.
5. A confirmation message pops-up. Close the window to continue with another task.



After adding a new Role, you may need to edit some of the Permissions assigned to it to differentiate it from other Roles (remember you have just copied these Permissions).

To edit a Role:

1. Click on the **Role** drop-down menu and select the appropriate Role.
2. Expand the **Features** in the table and locate those features whose Access Level you want to change.
3. Select the appropriate **Access Level** (No access, Read Only or Full Access).
4. Click **Save** at the bottom of the screen.

Feature	Access Level
Common Components	<input type="radio"/> No Access <input checked="" type="radio"/> Read Only <input type="radio"/> Full Access
Path	<input type="radio"/> No Access <input checked="" type="radio"/> Read Only <input type="radio"/> Full Access
vMax Commander	<input type="radio"/> No Access <input checked="" type="radio"/> Read Only <input type="radio"/> Full Access
vMax Live Plus	<input type="radio"/> No Access <input checked="" type="radio"/> Read Only <input type="radio"/> Full Access
Actions	<input type="radio"/> No Access <input type="radio"/> Read Only <input checked="" type="radio"/> Full Access
Search	<input type="radio"/> No Access <input type="radio"/> Read Only <input checked="" type="radio"/> Full Access
Integrations	<input type="radio"/> No Access <input checked="" type="radio"/> Full Access
Reports	<input type="radio"/> No Access <input checked="" type="radio"/> Read Only <input type="radio"/> Full Access
Routes and Students	<input type="radio"/> No Access <input checked="" type="radio"/> Read Only <input type="radio"/> Full Access
Routes	<input type="radio"/> No Access <input checked="" type="radio"/> Read Only <input type="radio"/> Full Access
Students	<input type="radio"/> No Access <input checked="" type="radio"/> Read Only <input type="radio"/> Full Access
vMax Stream	<input type="radio"/> No Access <input checked="" type="radio"/> Full Access

Generating Reports

The Reports tool allows users to create and schedule several report types containing different kinds of information on Vehicles and Facilities.

This tool can be accessed by clicking on the **Reports** button located in the main toolbar of vMax LIVE+. When opened, the Reports Module automatically displays the currently available Reports in a table that also includes **Status** and **Parameters** used to generate them.

The list showing Available Reports is updated after creating new Reports.

Each Report type can be **Instant** or **Scheduled**. Instant Reports are immediately generated with information requested for a specific date and time range. Scheduled Reports are recurring and gather the information for a specific time range daily, weekly, or monthly, for as long as required until the Report is finally generated.

The availability of the Reports varies depending on the recurrence specified during their creation: 1 day for Instant Reports, 3 days for Schedule Daily Reports, 1 week for Schedule Weekly Reports and 1 month for Schedule Monthly Reports.

Available Reports

Available Reports - Reports will remain available as follows: 24 hours for instant reports, 72 hours for scheduled daily reports, 1 week for scheduled weekly reports, 1 month for scheduled monthly reports

Showing 1 to 3 of 3 Show Rows: 10

Available Reports	Status	Parameters	Actions
Summary: 24-IVML Summary	✓ Generated	Vehicle : 24 - IVML, between 02/08/2017 09:46 (PST) and 02/09/2018 09:46 (PST) , detailed by date, including: distance travelled, idlings, stops, maximum speed	
Alarms History: 24-IVML Alarms	✓ Generated	Vehicle : 24 - IVML, between 02/08/2017 09:44 (PST) and 02/09/2018 09:44 (PST)	
Full Ridership Report			

Understanding Report Types

vMax LIVE+ offers different types of Reports that can be accessed from the Reports toolbar:

- **Summary:** Lists the recorded behaviors of Fleet Vehicles.
- **Stop Duration Detail:** Shows how often and for how long Vehicles have received signals from door or stop arm triggers.
- **Idling Duration Detail:** Shows how often and for how long Vehicles have been idling for longer than a preset time length.
- **Alarms History:** Lists all instances where alarm events were detected on Fleet Vehicles.
- **Ridership:** Lists instances where a rider was picked up or dropped off, as detected by ID card reader devices.
- **Driver Attendance:** Shows when Drivers get on and off vehicles equipped ID card reader devices.
- **Geofencing:** Monitors when Vehicles arrive at or depart from certain areas of interest such as schools, transit loops or even individual stops, based on the DVR's downloaded historical GPS data.

- **Log:** Tracks activities that users perform, such as, login, DVR configuration, firmware updates, Report requests, etc.
- **External:** Call Seon at 1-877-630-7366 for other External Reports.

NOTE



Summary, Stop Duration, Idling and Alarms Reports can be based on Vehicle, assigned Driver or Route search.

Generating Summary Reports

INSTANT REPORT

To create a **Summary Instant Report** in vMax LIVE+:

- Click the **Reports** button on the vMax LIVE+ main toolbar.
- When the Reports Module opens, click **Summary**.
You'll find that the **Summary Report** tool displays the Instant Report menu by default.


The screenshot shows the 'Summary' report generation interface. It features a top navigation bar with 'Instant Report' (highlighted) and 'Scheduled Report'. Below this, the form is divided into several sections: 'Vehicle Group' with a dropdown and 'Group By' radio buttons (Vehicle, Driver, Route); 'Date Range' with 'From' and 'To' date/time pickers and an 'Exclude Weekends' checkbox; 'Include' checkboxes for 'Idlings', 'Stops', 'Distance Travelled', and 'Maximum Speed'; 'Zones' with radio buttons for 'Do not Consider', 'Inside', and 'Outside', and a 'Zone' dropdown; and a 'Report Name' text field. A 'Generate Report' button is at the bottom right. Numbered callouts (1-6) point to: 1. Vehicle Group dropdown, 2. Date Range section, 3. Include section, 4. Zones section, 5. Report Name field, and 6. Generate Report button.

In the Instant Report menu:

- Select the **Vehicle Group** from the drop-down menu and the preferred **Group By** criteria on which the Report search will be based (i.e., Vehicle, Driver or Route).
- To input the parameter's ID, partially enter a suitable ID in the corresponding text box until the matching Vehicles, Drivers or Routes are disclosed. Then, select the appropriate one from the list.
- Enter a **Date Range** manually (Start and End dates with a month/day/year format) or select it from the provided calendar. Also enter **Start** and **End** times of the day on the right of the dates.
- Check the boxes of the events you want to **Include** in the Report (Idling, Stops, Distance traveled or Maximum Speed).
- If needed, select a **Zone** on which the Report will be based and choose Inside or Outside to delimit the area of interest. Notice that **Do Not Consider** is selected by default.
- Enter a **Report Name**.
- Click **Generate Report**. The Report is generated and presented in the Available Reports list within the Reports Module.

To see the newly generated Report, access the **Available Reports** list (just open the main Reports menu to have this displayed) and click on it.

Summarized Report List - Date 02/09/2018 - 09:46 (PST)


← Print/Export

Search Criteria	
Search By	Vehicle
ID	24 - iVML
From	02/08/2017 - 09:46 (PST)
To	02/09/2018 - 09:46 (PST)
Zone	
Zone Criteria	Do not Consider
Exclude Weekends	Unchecked
Detailed By Date	Checked
Include Idling Information	Checked
Include Distance Information	Checked
Include Stops Information	Checked
Include Maximum Speed Information	Checked

70 Records Found.

Vehicle ID	Date	Number of Idlings	Idling Duration (hh:mm:ss)	Number of Stops	Stop Duration (hh:mm:ss)	Total Distance (miles)
24 - iVML	03/07/2017 (PST)	19	02:34:00	0	00:00:00	157
24 - iVML	03/08/2017 (PST)	15	02:09:00	0	00:00:00	155
24 - iVML	03/10/2017 (PST)	16	02:32:00	0	00:00:00	157

The document shows the **Search Criteria** above:

Searched by Vehicle.

Vehicle ID.

Time Range.

Zone (considered or not).

Parameters included.

Below, the actual **Report entries** disclose the requested detailed information:

Idling events.

Stops.

Distance.

Speed events.

Two buttons on the upper row of the document allow you to **Print** and **Export** the Report to an .csv file (such as Excel spreadsheets).

SCHEDULE REPORT

To create a **Summary Schedule Report** in vMax LIVE+:

- Click the **Reports** button on the vMax LIVE+ main toolbar.
- When the Reports Module opens, click **Summary**.
- Click on the **Schedule Report** tab to display the Schedule Report menu.

Summary

Instant Report | **Scheduled Report**

Vehicle Group:

Group By

☒ Vehicle
☐ Driver
☐ Route
 ID:

Time Range

From (24hh:mm): 10:38 to: 10:39
 The report will include data from the selected time range within each day.

Zones

☒ Do not Consider
☐ Inside
☐ Outside
 Zone: Office

Include

☒ Idlings
☒ Stops
☒ Distance Travelled
☒ Maximum Speed Exceeding:

*** Recurrence**

☒ Daily
☐ Weekly
☐ Monthly
☒ Mo ☒ Tu ☒ We ☒ Th ☒ Fr ☒ Sa ☒ Su
 The report will be generated at the end of the selected days. It will include the data from that day.

Range of Recurrence

* Begin Reports On (mm/dd/yyyy): 02/10/2018
 End Reports On (mm/dd/yyyy): 02/11/2018

Report Name:

☐ Notifications:

Scheduled Reports

Showing 0 to 0 of 0

Report	Parameters	Recurrence	Begin Reports On	End Reports On	Actions
No Records Found					

Showing 0 to 0 of 0

In the Schedule Report menu:

1. Select **Vehicle Group** from the drop-down menu and the preferred **Group By** criteria on which the Report search will be based (i.e., Vehicle, Driver or Route).
2. To input the chosen parameter's ID, partially enter a suitable ID in the corresponding text box until the matching Vehicles, Drivers or Routes are disclosed. Then, select the appropriate one from the list.
3. Enter a **Time Range** in hours and minutes.
4. If needed, select a **Zone** on which the Report will be based and choose Inside or Outside to delimit the area of interest. Remember that **Do Not Consider** is selected by default.
5. Check the boxes of the devices you want to **Include** in the Report (Cameras, Alarms, Hard Drives or GPS).

5. Select the appropriate **Recurrence** and **Range of Recurrence**.

If **Daily**, select which days of the week. The Report will be generated at the end of the chosen days. It will include the data from those days.

*** Recurrence**

☒ Daily ☒ Mo ☒ Tu ☒ We ☒ Th ☒ Fr ☒ Sa ☒ Su
☐ Weekly
☐ Monthly

The report will be generated at the end of the selected days. It will include the data from that day.

If **Weekly**, select one day of the week. The Report will be generated at the end of the chosen day. It will include the data from the last seven days.

*** Recurrence**

☐ Daily ☐ Mo ☐ Tu ☐ We ☐ Th ☒ Fr ☐ Sa ☐ Su

☒ Weekly

☐ Monthly

The report will be generated at the end of the selected day. It will include the data from the last seven days.

If **Monthly**, the report will be generated at the end of every month. It will include the data from that month.

*** Recurrence**

☐ Daily

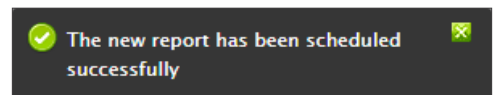
☐ Weekly

☒ Monthly

The report will be generated at the end of every month.
It will include the data from that month.

6. Enter an email address and check the corresponding box to receive **Notifications** when the schedule report is available.
7. Enter a **Report Name**.
8. Click **Schedule Report** or click **Clear Criteria** if you want to start over.

If the schedule criteria is correct, the system displays a confirmation message. Close it to move on to another task.



The Schedule Report menu will now show the Report information, including Name, Parameters, Recurrence and Date Range, in the **Schedule Reports** list located below.

Instant Report

Scheduled Report

Vehicle Group:

Time Range
From (24h:mm): 14:49 to: 14:50
The report will include data from the selected time range within each day.

Zones
☒ Do not Consider
☐ Inside Zone: airport
☐ Outside

Include
☒ Idlings
☒ Stops
☒ Distance Travelled
☒ Maximum Speed
Exceeding:

Group By
☒ Vehicle
☐ Driver
☐ Route
ID:

*** Recurrence**
☒ Daily
☐ Weekly
☐ Monthly
☒ Mo ☒ Tu ☒ We ☒ Th ☒ Fr ☒ Sa ☒ Su
The report will be generated at the end of the selected days. It will include the data from that day.

Range of Recurrence
* Begin Reports On (mm/dd/yyyy): 02/10/2018
End Reports On (mm/dd/yyyy) 02/11/2018

Report Name:

Schedule Report

Clear Criteria

☐ Notifications:

New Scheduled Report

Scheduled Reports

Report

Parameters

Summary: Schedule Summary 24-IVML

Showing 1 to 1 of 1

Recurrence

Begin Reports On

End Reports On

Actions

Weekly on Mon

02/12/2018

02/19/2018

Showing 1 to 1 of 1

Show Rows: 10

Vehicle : 24 - IVML, between 14:46 and 14:47 , detailed by date, including: distance travelled, idlings, stops, maximum speed

Generating Stop Duration Detail Reports

INSTANT REPORT

To create a **Stop Duration Detail Instant Report** in vMax LIVE+:

- Click the **Reports** button on the vMax LIVE+ main toolbar.
- When the Reports Module opens, click **Stop Duration Detail**. The **Summary Report** tool displays the Instant Report menu by default.

Stop Duration Detail

Instant Report | Schedule Report

Vehicle ☒ Driver ☐ Route ☐

*ID:

*** Date Range**

From (mm/dd/yyyy): 02/12/2018 (24h:mm) 10:22

To (mm/dd/yyyy): 02/13/2018 (24h:mm) 10:22

Report Name:

Generate Report

Callouts: 1 points to the Date Range section, 2 points to the Date Range input fields, 3 points to the Report Name field, and 4 points to the Generate Report button.

In the Instant Report menu:

- Select the preferred criteria on which the Report search will be based, i.e., **Vehicle**, **Driver** or **Route**.
To input the chosen parameter's ID, partially enter a suitable ID in the corresponding text box until the matching Vehicles, Drivers or Routes are disclosed. Then, select the appropriate one from the list.
- Enter a **Date Range** manually (Start and End dates with a month/day/year format) or select it from the provided calendar. Also enter **Start** and **End** times of the day on the right of the dates.
- Enter a **Report Name**.
- Click **Generate Report**. The Report is generated and presented in the Available Reports list within the Reports Module.

The Report will display the Search Criteria section first, a list of the actual entries below and print and export buttons.

Stop Durations Detail List - Date 02/13/2018 - 12:43 (PST)				
Search Criteria				
Search By	Route			
ID	12			
From	02/12/2017 - 06:43 (PST)			
To	02/13/2018 - 20:43 (PST)			

1825 Records Found.

Date/Time (PST)	Vehicle ID	Driver ID	Lat / Long	Duration (hh:mm:ss)
02/23/2017 06:43	24		46.645081, -122.933746	00:00:08
02/23/2017 06:51	24		46.654266, -122.956009	00:02:48

SCHEDULE REPORT

To create a **Stop Duration Detail Schedule Report** in vMax LIVE+:

- Click the **Reports** button on the vMax LIVE+ main toolbar.
- When the Reports Module opens, click **Stop Duration Detail**.
- Click on the **Schedule Report** tab to display the Schedule Report menu.

Stop Duration Detail

Instant Report **Schedule Report**

Group By

☒ Vehicle
☐ Driver
☐ Route
 * ID:

Time Range

From (24hh:mm): 10:28 to: 10:29
 The report will include data from the selected time range within each day.

*** Recurrence**

☒ Daily ☒ Mo ☒ Tu ☒ We ☒ Th ☒ Fr ☒ Sa ☒ Su
☐ Weekly
☐ Monthly
 The report will be generated at the end of the selected days. It will include the data from that day.

Range of Recurrence

* Begin Reports On (mm/dd/yyyy): 02/14/2018
 17
 End Reports On (mm/dd/yyyy): 02/15/2018
 17

Report Name:

☐ Notifications:

Scheduled Reports

Showing 0 to 0 of 0 Show Rows: 10

Report	Parameters	Recurrence	Begin Reports On	End Reports On	Actions
No Records Found					

Showing 0 to 0 of 0 Show Rows: 10

In the Schedule Report menu:

1. Select the preferred criteria on which the Report search will be based, i.e., **Vehicle, Driver or Route**.

To input the chosen parameter's ID, partially enter a suitable ID in the corresponding text box until the matching Vehicles, Drivers or Routes are disclosed. Then, select the appropriate one from the list.

2. Enter a **Time Range** in hours and minutes.
3. Select the appropriate **Recurrence** and **Range of Recurrence**.

If **Daily**, select which days of the week. The Report will be generated at the end of the chosen days. It will include the data from those days.

*** Recurrence**

☒ Daily ☒ Mo ☒ Tu ☒ We ☒ Th ☒ Fr ☒ Sa ☒ Su
☐ Weekly
☐ Monthly
 The report will be generated at the end of the selected days. It will include the data from that day.

If **Weekly**, select one day of the week. The Report will be generated at the end of the chosen day. It will include the data from the last seven days.

*** Recurrence**

☐ Daily
 ☒ Weekly
 ☐ Monthly

☐ Mo
 ☐ Tu
 ☐ We
 ☐ Th
 ☒ Fr
 ☐ Sa
 ☐ Su

The report will be generated at the end of the selected day. It will include the data from the last seven days.

If **Monthly**, the report will be generated at the end of every month. It will include the data from that month.

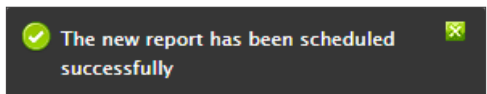
*** Recurrence**

☐ Daily
 ☐ Weekly
 ☒ Monthly

The report will be generated at the end of every month. It will include the data from that month.

- Enter an email address and check the corresponding box to receive **Notifications** when the schedule report is available.
- Enter a **Report Name**.
- Click **Schedule Report** or click **Clear Criteria** if you want to start over.

If the schedule criteria is correct, the system displays a confirmation message. Close it to move on to another task.



The Schedule Report menu will now show the Report information, including Name, Parameters, Recurrence and Date Range, in the **Schedule Reports** list located below.

Scheduled Reports					
			Showing 1 to 1 of 1		Show Rows: 10
Report	Parameters	Recurrence	Begin Reports On	End Reports On	Actions
Stop Duration Detail: 24-IVML Stop Duration Detail	Vehicle : 24 - IVML, between 06:32 and 20:33	Daily on Wed	02/14/2018	02/15/2018	
			Showing 1 to 1 of 1		Show Rows: 10

Report Workflows



Notice that the steps followed to generate different types of Reports can be very similar or even identical.

Generating Idling Duration Detail Reports

INSTANT REPORT

To create an **Idling Duration Detail Instant Report** in vMax LIVE+:

- Click the **Reports** button on the vMax LIVE+ main toolbar.
- When the Reports Module opens, click **Idling Duration Detail**.

- Follow the exact same steps explained for Stop Duration Detail Reports in the previous section.

Idling Duration Detail

Instant Report | Schedule Report

1 2 3

Vehicle
Driver
Route

*ID:

* Date Range

From (mm/dd/yyyy): 02/13/2018 (24hh:mm) 08:53

To (mm/dd/yyyy): 02/14/2018 (24hh:mm) 08:53

Report Name:

Generate Report 4

SCHEDULE REPORT

To create an **Idling Duration Detail Schedule Report** in vMax LIVE+:

- Click the **Reports** button on the vMax LIVE+ main toolbar.
- When the Reports Module opens, click **Idling Duration Detail**.
- Click on the **Schedule Report** tab to display the Schedule Report menu and follow the exact same steps explained for Stop Duration Reports in the previous section.

Idling Duration Detail

Instant Report | Schedule Report

1 2

Group By

Vehicle
Driver
Route

*ID:

Time Range

From (24hh:mm): 09:01 to: 18:02

The report will include data from the selected time range within each day.

* Recurrence

Daily
Weekly
Monthly

Mo Tu We Th Fr Sa Su

The report will be generated at the end of the selected days. It will include the data from that day.

Range of Recurrence

* Begin Reports On (mm/dd/yyyy): 02/15/2018

End Reports On (mm/dd/yyyy): 02/18/2018

Report Name:

Schedule Report

Clear Criteria

5 6

Notifications:

4 3

Scheduled Reports

Showing 0 to 0 of 0

Report	Parameters	Recurrence	Begin Reports On	End Reports On	Actions
No Records Found					

Showing 0 to 0 of 0

Show Rows: 10

Generating Alarms History Reports

INSTANT REPORT

To create a **Alarms History Instant Report** in vMax LIVE+:

- Click the **Reports** button on the vMax LIVE+ main toolbar.
- When the Reports Module opens, click **Alarms History**. The Instant Report menu is displayed by default.

The screenshot shows the 'Alarms History' interface with the 'Instant Report' tab selected. Numbered callouts indicate the following elements:

- 1**: Points to the 'Instant Report' tab.
- 2**: Points to the 'Date Range' section, which includes 'From' and 'To' date/time pickers.
- 3**: Points to the 'Zones' section, which includes radio buttons for 'Do not Consider', 'Inside', and 'Outside', and a 'Zone' dropdown menu.
- 4**: Points to the 'Report Name' text input field.
- 5**: Points to the 'Generate Report' button.

Other visible elements include radio buttons for 'Vehicle', 'Driver', and 'Route' on the left, and an '*ID:' text input field below them.

In the Instant Report menu:

- Select the preferred criteria on which the Report search will be based, i.e., **Vehicle**, **Driver** or **Route**.
To input the chosen parameter's ID, partially enter a suitable ID in the corresponding text box until the matching Vehicles, Drivers or Routes are disclosed. Then, select the appropriate one from the list.
- Enter a **Date Range** manually (Start and End dates with a month/day/year format) or select it from the provided calendar. Also enter **Start** and **End** times of the day on the right of the dates.
- If needed, select a **Zone** on which the Report will be based and choose Inside or Outside to delimit the area of interest. Notice that **Do Not Consider** is select by default.
- Enter a **Report Name**.
- Click **Generate Report**. The Report is generated and presented in the Available Reports list within the Reports Module.
The Report will display the Search Criteria section first, a list of the actual entries below and print and export buttons.

SCHEDULE REPORT

To create an **Alarms History Schedule Report** in vMax LIVE+:

- Click the **Reports** button on the vMax LIVE+ main toolbar.
- When the Reports Module opens, click **Alarms History**.
- Click on the **Schedule Report** tab to display the Schedule Report menu.

Alarms History

Instant Report **Schedule Report**

1 **Group By**
☒ Vehicle
☐ Driver
☐ Route
 * ID:

2 **Time Range**
 From (24hh:mm): 09:22 to: 09:23
 The report will include data from the selected time range within each day.

3 **Zones**
☒ Do not Consider
☐ Inside
☐ Outside
 Zone: airport

* **Recurrence**
☒ Daily
☐ Weekly
☐ Monthly
 The report will be generated at the end of the selected days. It will include the data from that day.

Range of Recurrence
 * Begin Reports On (mm/dd/yyyy): 02/15/2018
 End Reports On (mm/dd/yyyy): 02/16/2018

Report Name:

Schedule Report
Clear Criteria

Notifications:

Scheduled Reports

Showing 0 to 0 of 0 Show Rows: 10

Report	Parameters	Recurrence	Begin Reports On	End Reports On	Actions
No Records Found					

Showing 0 to 0 of 0 Show Rows: 10

In the Schedule Report menu:

1. Select the preferred criteria on which the Report search will be based, i.e., **Vehicle**, **Driver** or **Route**.
 To input the chosen parameter's ID, partially enter a suitable ID in the corresponding text box until the matching Vehicles, Drivers or Routes are disclosed. Then, select the appropriate one from the list.
2. Enter a **Time Range** in hours and minutes.
3. If needed, select a **Zone** on which the Report will be based and choose Inside or Outside to delimit the area of interest. Notice that **Do Not Consider** is selected by default.
4. Select the appropriate **Recurrence** and **Range of Recurrence**.

If **Daily**, select which days of the week. The Report will be generated at the end of the chosen days. It will include the data from those days.

* **Recurrence**

☒ Daily
☐ Weekly
☐ Monthly

☒ Mo ☒ Tu ☒ We ☒ Th ☒ Fr ☒ Sa ☒ Su

The report will be generated at the end of the selected days. It will include the data from that day.

If **Weekly**, select one day of the week. The Report will be generated at the end of the chosen day. It will include the data from the last seven days.

* **Recurrence**

☐ Daily
☒ Weekly
☐ Monthly

☐ Mo ☐ Tu ☐ We ☐ Th ☒ Fr ☐ Sa ☐ Su

The report will be generated at the end of the selected day. It will include the data from the last seven days.

If **Monthly**, the report will be generated at the end of every month. It will include the data from that month.

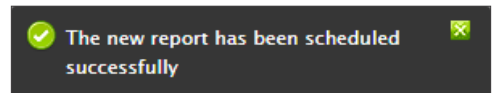
* Recurrence

☐ Daily
 ☐ Weekly
 ☒ Monthly

The report will be generated at the end of every month. It will include the data from that month.

- Enter an email address and check the corresponding box to receive **Notifications** when the schedule report is available.
- Enter a **Report Name**.
- Click **Schedule Report** or click **Clear Criteria** if you want to start over.

If the schedule criteria is correct, the system displays a confirmation message. Close it to move on to another task.



The Schedule Report menu will now show the Report information, including Name, Parameters, Recurrence and Date Range, in the **Schedule Reports** list located below.

Scheduled Reports					
			Showing 1 to 1 of 1	Show Rows: 10	
Report	Parameters	Recurrence	Begin Reports On	End Reports On	Actions
Alarms History: Alarm History R32 Feb 2018	Route : 32, between 05:00 and 20:00	Daily on Mon, Tue, Wed, Thu, Fri, Sat, Sun	02/15/2018	02/16/2018	
			Showing 1 to 1 of 1	Show Rows: 10	

Generating Ridership Reports

INSTANT REPORT

To create a **Ridership Instant Report** in vMax LIVE+:

- Click the **Reports** button on the vMax LIVE+ main toolbar.
- When the Reports Module opens, click **Full Ridership Report**. The Instant Report menu is displayed by default.

Ridership Report

Instant Report

Scheduled Report

☒ Full Ridership Report
 ☐ Ridership Exceptions Report
 ☒ Pick Up Exceptions
 ☒ Drop Off Exceptions

Route:

Stop ID:

Student:

* Date Range

From (mm/dd/yyyy): 02/13/2018 (24hh:mm) 11:49

To (mm/dd/yyyy): 02/14/2018 (24hh:mm) 11:49

Report Name:

Generate Report

In the Instant Report menu:

1. Select **Full Ridership** (includes all pick-ups and drop-offs recorded) or **Ridership Exceptions** (instances where riders were picked up or dropped off at points other than their designated stops) as preferred. If Ridership Exceptions is selected, chose **Pick Exceptions**, **Drop Off** Exceptions or both.
2. Select a **Route**, **Stop ID** (Stop ID drop-down menu gets activated only after selecting a Route) or **Student** if desired.
To input the chosen parameter's ID, partially enter a suitable ID in the corresponding text box until the matching Route, Stop ID or Student are disclosed. Then, select the appropriate one from the list.
3. Enter a **Date Range** manually (Start and End dates with a month/day/year format) or select it from the provided calendar. Also enter **Start** and **End** times of the day on the right of the dates.
4. Enter a **Report Name**.
5. Click **Generate Report**. The Report is generated and presented in the Available Reports list within the Reports Module.
As explained for the previous Report Types, the Report will display the Search Criteria section first, a list of the actual entries below and print and export buttons.

SCHEDULE REPORT

To create a **Full Ridership Schedule Report** in vMax LIVE+:

- Click the **Reports** button on the vMax LIVE+ main toolbar.
- When the Reports Module opens, click **Full Ridership**.
- Click on the **Schedule Report** tab to display the Schedule Report menu.

Ridership Report

Instant Report

Scheduled Report

☐ Full Ridership Report
☒ Ridership Exceptions Report
☒ Pick Up Exceptions
☒ Drop Off Exceptions

Route:
 Stop ID:
 Student:

Time Range
 From (24h:mm): to:
 The report will include data from the selected time range within each day.

*** Recurrence**
☒ Daily
☐ Weekly
☐ Monthly
 Mo ☒ Tu ☒ We ☒ Th ☒ Fr ☒ Sa ☒ Su
 The report will be generated at the end of the selected days. It will include the data from that day.

Range of Recurrence
 * Begin Reports On (mm/dd/yyyy):
 End Reports On (mm/dd/yyyy):

Report Name:

Schedule Report

Clear Criteria

☐ Notifications:

Scheduled Reports

Report

Parameters

Recurrence

Begin Reports On

End Reports On

Actions

No Records Found

Showing 0 to 0 of 0

Show Rows: 10

In the Schedule Report menu:

1. Select **Full Ridership** (includes all pick-ups and drop-offs recorded) or **Ridership Exceptions** (instances where riders were picked up or dropped off at points other than their designated stops) as preferred. If Ridership Exceptions is selected, choose **Pick Up Exceptions**, **Drop Off Exceptions** or both.
2. Select a **Route**, **Stop ID** (Stop ID drop-down menu gets activated only after selecting a Route) or **Student** if desired.

To input the chosen parameter's ID, partially enter a suitable ID in the corresponding text box until the matching Route, Stop ID or Student are disclosed. Then, select the appropriate one from the list.

3. Enter a **Time Range** in hours and minutes.
4. Select the appropriate **Recurrence** and **Range of Recurrence**.

If **Daily**, select which days of the week. The Report will be generated at the end of the chosen days. It will include the data from those days.

*** Recurrence**

☒ Daily ☒ Mo ☒ Tu ☒ We ☒ Th ☒ Fr ☒ Sa ☒ Su
☐ Weekly
☐ Monthly

The report will be generated at the end of the selected days. It will include the data from that day.

If **Weekly**, select one day of the week. The Report will be generated at the end of the chosen day. It will include the data from the last seven days.

*** Recurrence**

☐ Daily ☐ Mo ☐ Tu ☐ We ☐ Th ☒ Fr ☐ Sa ☐ Su
☒ Weekly
☐ Monthly

The report will be generated at the end of the selected day. It will include the data from the last seven days.

If **Monthly**, the report will be generated at the end of every month. It will include the data from that month.

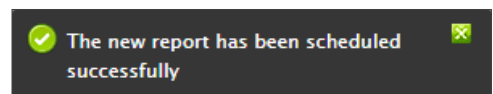
*** Recurrence**

☐ Daily
☐ Weekly
☒ Monthly

The report will be generated at the end of every month. It will include the data from that month.

5. Enter an email address and check the corresponding box to receive **Notifications** when the schedule report is available.
6. Enter a **Report Name**.
7. Click **Schedule Report** or click **Clear Criteria** if you want to start over.

If the schedule criteria is correct, the system displays a confirmation message. Close it to move on to another task.



The Schedule Report menu will now show the Report information, including Name, Parameters, Recurrence and Date Range, in the **Schedule Reports** list located below.

Scheduled Reports					
		Showing 1 to 2 of 2		Show Rows: 10	
Report	Parameters	Recurrence	Begin Reports On	End Reports On	Actions
Full Ridership Report: Full Ridership II Feb 2018	between 06:00 and 20:00	Weekly on Fri	02/16/2018	02/23/2018	
Ridership Exceptions Report: Ridership Exceptions Feb 2018	Exceptions: Pick Up, Drop Off, between 06:00 and 20:00	Weekly on Fri	02/16/2018	02/19/2018	
		Showing 1 to 2 of 2		Show Rows: 10	

Generating Driver Attendance Reports

INSTANT REPORT

To create a **Driver Attendance Instant Report** in vMax LIVE+:

- Click the **Reports** button on the vMax LIVE+ main toolbar.
- When the Reports Module opens, click **Driver Attendance**. Notice that the Instant Report menu will be displayed by default.

In the Instant Report menu:

- Select **Summary** or **Detailed**, depending on the Report Type you want to create.
- If you choose Detailed, enter the **Driver's ID** in the text box that is activated below.
To input the Driver's ID, partially enter a suitable ID in the corresponding text box until the matching Drivers are disclosed. Then, select the appropriate one from the list.
- Enter a **Date Range** manually (Start and End dates with a month/day/year format) or select it from the provided calendar. Also enter **Start** and **End** times of the day on the right of the dates.
- Enter a **Report Name**.
- Click **Generate Report**. The Report is generated and presented in the Available Reports list within the Reports Module. As explained for the previous Report Types, the Report will display the Search Criteria section first, a list of the actual entries below and print and export buttons.

SCHEDULE REPORT

To create a **Driver Attendance Schedule Report** in vMax LIVE+:

- Click the **Reports** button on the vMax LIVE+ main toolbar.
- When the Reports Module opens, click **Driver Attendance**.
- Click on the **Schedule Report** tab to display the Schedule Report menu.

Driver Attendance

Instant Report **Schedule Report**

*Report Type: ☐ Summary ☒ Detailed

*Driver:

Time Range

From (24hh:mm): 12:25 to: 12:26

The report will include data from the selected time range within each day.

*** Recurrence**

☒ Daily ☐ Weekly ☐ Monthly

☒ Mo ☒ Tu ☒ We ☒ Th ☒ Fr ☒ Sa ☒ Su

The report will be generated at the end of the selected days. It will include the data from that day.

Range of Recurrence

* Begin Reports On (mm/dd/yyyy): 02/15/2018

End Reports On (mm/dd/yyyy): 02/16/2018

Report Name:

☐ Notifications:

Scheduled Reports

Showing 0 to 0 of 0

Report	Parameters	Recurrence	Begin Reports On	End Reports On	Actions
No Records Found					

Showing 0 to 0 of 0

In the Schedule Report menu:

1. Select **Summary** or **Detailed**, depending on the Report Type you want to create.
2. If you choose Detailed, enter the **Driver's ID** in the text box that is activated below.

To input the Driver's ID, partially enter a suitable ID in the corresponding text box until the matching Drivers are disclosed. Then, select the appropriate one from the list.

3. Enter a **Time Range** in hours and minutes.
4. Select the appropriate **Recurrence** and **Range of Recurrence**.

If **Daily**, select which days of the week. The Report will be generated at the end of the chosen days. It will include the data from those days.

* Recurrence

☒ Daily ☐ Weekly ☐ Monthly

☒ Mo ☒ Tu ☒ We ☒ Th ☒ Fr ☒ Sa ☒ Su

The report will be generated at the end of the selected days. It will include the data from that day.

If **Weekly**, select one day of the week. The Report will be generated at the end of the chosen day. It will include the data from the last seven days.

* Recurrence

☐ Daily ☒ Weekly ☐ Monthly

☐ Mo ☐ Tu ☐ We ☐ Th ☒ Fr ☐ Sa ☐ Su

The report will be generated at the end of the selected day. It will include the data from the last seven days.

If **Monthly**, the report will be generated at the end of every month. It will include the data from that month.

* Recurrence

☐ Daily ☐ Weekly ☒ Monthly

The report will be generated at the end of every month. It will include the data from that month.

5. Enter an email address and check the corresponding box to receive **Notifications** when the schedule report is available.
6. Enter a **Report Name**.
7. Click **Schedule Report** or click **Clear Criteria** if you want to start over.

The Schedule Report menu will now show the Report information, including Name, Parameters, Recurrence and Date Range, in the **Schedule Reports** list located below.

Generating Geofencing Reports

INSTANT REPORT

To create a **Geofencing Instant Report** in vMax LIVE+:

- Click the **Reports** button on the vMax LIVE+ main toolbar.
- When the Reports Module opens, click **Geofencing Report**. Notice that the Instant Report menu will be displayed by default.

Geofencing Report

Instant Report | Schedule Report

Geofencing

Vehicle ID: 24 - IVML x

* Zones: South x

*** Date Range**

From (mm/dd/yyyy): 02/13/2018 (24hh:mm) 12:33

To (mm/dd/yyyy): 02/14/2018 (24hh:mm) 12:33

Report Name:

Generate Report

In the Instant Report menu:

1. Enter one or more **Vehicle IDs** (optional) and select the **Zones** of interest (required) in the Geofencing section of the menu.

To input the Vehicle's ID or the Zone's ID/description, partially enter a suitable ID/description in the corresponding text boxes until the matching Vehicles or Zones are disclosed. Then, select the appropriate ones from the list.

2. Enter a **Date Range** manually (Start and End dates with a month/day/year format) or select it from the provided calendar. Also enter **Start** and **End** times of the day on the right of the dates.
3. Enter a **Report Name**.
4. Click **Generate Report**. The Report is generated and presented in the Available Reports list within the Reports Module. As explained for the previous Report Types, the Report will display the Search Criteria section first, a list of the actual entries below and print and export buttons.

SCHEDULE REPORT

To create a **Geofencing Schedule Report** in vMax LIVE+:

- Click the **Reports** button on the vMax LIVE+ main toolbar.
- When the Reports Module opens, click **Geofencing Report**.
- Click on the **Schedule Report** tab to display the Schedule Report menu.

The screenshot shows the 'Geofencing Report' interface. At the top, there are two tabs: 'Instant Report' and 'Schedule Report'. The 'Schedule Report' tab is selected. Below the tabs, there are several sections:

- Geofencing**: Contains a 'Vehicle ID' field with a dropdown menu showing '24 - iVML' and a 'Zones' field with a dropdown menu showing 'South'.
- Time Range**: Contains a 'From (24hh:mm)' field set to '06:00' and a 'to' field set to '12:00'. Below these fields, it says 'The report will include data from the selected time range within each day.'
- * Recurrence**: Contains radio buttons for 'Daily', 'Weekly', and 'Monthly'. The 'Weekly' option is selected. Below these, it says 'The report will be generated at the end of the selected day. It will include the data from the last seven days.'
- Range of Recurrence**: Contains two date fields: 'Begin Reports On (mm/dd/yyyy)' set to '02/15/2018' and 'End Reports On (mm/dd/yyyy)' set to '02/16/2018'.
- Report Name**: A text field with the value 'Schedule Report'.
- Buttons**: Two buttons, 'Schedule Report' and 'Clear Criteria', are located below the 'Report Name' field.
- Notifications**: A checkbox labeled 'Notifications' is checked, and a dropdown menu shows 'Email notifications (Email)'. Below this is a text field with a placeholder 'Enter email address (Email)'. A red line connects this section to the 'Recurrence' section.

At the bottom, there is a 'Scheduled Reports' table. The table has columns: 'Report', 'Parameters', 'Recurrence', 'Begin Reports On', and 'End Reports On'. The table is empty, and it says 'No Records Found' at the bottom. There are also pagination controls showing 'Showing 0 to 0 of 0'.

Numbered callouts in the image point to the following elements:

1. 'Instant Report' and 'Schedule Report' tabs.
2. 'Time Range' section.
3. 'Range of Recurrence' section.
4. 'Notifications' section.
5. 'Report Name' field.
6. 'Schedule Report' and 'Clear Criteria' buttons.

In the Schedule Report menu:

1. Enter one or more **Vehicle IDs** (optional) and select the **Zones** of interest (required) in the Geofencing section of the menu.

To input the Vehicle's ID or the Zone's ID/description, partially enter a suitable ID/description in the corresponding text boxes until the matching Vehicles or Zones are disclosed. Then, select the appropriate ones from the list.

2. Enter a **Time Range** in hours and minutes.
3. Select the appropriate **Recurrence** and **Range of Recurrence**.

If **Daily**, select which days of the week. The Report will be generated at the end of the chosen days. It will include the data from those days.

The screenshot shows the 'Recurrence' section. The 'Daily' radio button is selected. Below it, there are checkboxes for each day of the week: Mo, Tu, We, Th, Fr, Sa, Su. All checkboxes are checked. Below these, it says 'The report will be generated at the end of the selected days. It will include the data from that day.'

If **Weekly**, select one day of the week. The Report will be generated at the end of the chosen day. It will include the data from the last seven days.

*** Recurrence**

☐ Daily
 ☐ Mo
 ☐ Tu
 ☐ We
 ☐ Th
 ☒ Fr
 ☐ Sa
 ☐ Su

☒ Weekly The report will be generated at the end of the selected day. It will include the data from the last seven days.

☐ Monthly

If **Monthly**, the report will be generated at the end of every month. It will include the data from that month.

*** Recurrence**

☐ Daily
 ☐ Weekly
 ☒ Monthly

The report will be generated at the end of every month. It will include the data from that month.

4. Enter an email address and check the corresponding box to receive **Notifications** when the schedule report is available.
5. Enter a **Report Name**.
6. Click **Schedule Report** or click **Clear Criteria** if you want to start over.

The Schedule Report menu will now show the Report information, including Name, Parameters, Recurrence and Date Range, in the **Schedule Reports** list located below.

Generating Log Reports

INSTANT REPORT

To create a **Log Instant Report** in vMax LIVE+:

- Click the **Reports** button on the vMax LIVE+ main toolbar.
- When the Reports Module opens, click on the **Log Report** button. Notice that the Instant Report menu will be displayed by default.

Log Report

Instant Report Schedule Report

User:

*** Transaction Type:** **Select the Options**

Filter:

☒ Check All ☒ Uncheck All

☒ Access Application

☐ Address Lookup

☐ DVR Configuration

☐ Firmware Events

☐ Group Events

☐ Login

☐ Logout

Date Range

* From (mm/dd/yyyy): 02/13/2018 12:44 (24hh:mm)

* To (mm/dd/yyyy): 02/14/2018 12:44 (24hh:mm)

Report Name:

Generate Report

In the Instant Report menu:

1. Enter a **User** (optional). Users can be searched by First name, Last Name or User ID. To do so, partially enter a suitable Name or ID in the corresponding text box until the matching Users are disclosed. Then, select the appropriate one from the list.
2. Select the **Transaction Type** (required) in the drop-down menu.
3. Enter a **Date Range** manually (Start and End dates with a month/day/year format) or select it from the provided calendar. Also enter **Start** and **End** times of the day on the right of the dates.
4. Enter a **Report Name**.
5. Click **Generate Report**. The Report is generated and presented in the Available Reports list within the Reports Module. As explained for the previous Report Types, the Report will display the Search Criteria section first and a list of the actual entries below.

Print and export buttons will also become available.

SCHEDULE REPORT

To create a **Log Schedule Report** in vMax LIVE+:

- Click the **Reports** button on the vMax LIVE+ main toolbar.
- When the Reports Module opens, click **Log Report**.
- Click on the **Schedule Report** tab to display the Schedule Report menu.

Log Report

Instant Report **Schedule Report**

Log Report for

User:

* Transaction Type:

Time Range

From (24h:mm): to:

The report will include data from the selected time range within each day.

*** Recurrence**

☐ Daily ☒ Mo ☒ Tu ☒ We ☒ Th ☒ Fr ☒ Sa ☒ Su

☐ Weekly ☐ Monthly

The report will be generated at the end of the selected days. It will include the data from that day.

Range of Recurrence

* Begin Reports On (mm/dd/yyyy):

End Reports On (mm/dd/yyyy):

Report Name:

☐ Notifications:

Scheduled Reports

Showing 0 to 0 of 0

Report	Parameters	Recurrence	Begin Reports On	End Reports On
No Records Found				

Showing 0 to 0 of 0

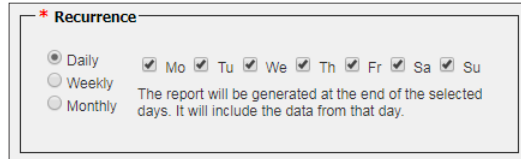
In the Schedule Report menu:

1. Enter a **User** (optional) and select the **Transaction Type** (required) in the drop-down menu.

Users can be searched by First name, Last Name or User ID. To do so, partially enter a suitable Name or ID in the corresponding text box until the matching Users are disclosed. Then, select the appropriate one from the list.

2. Enter a **Time Range** in hours and minutes.
3. Select the appropriate **Recurrence** and **Range of Recurrence**.

If **Daily**, select which days of the week. The Report will be generated at the end of the chosen days. It will include the data from those days.

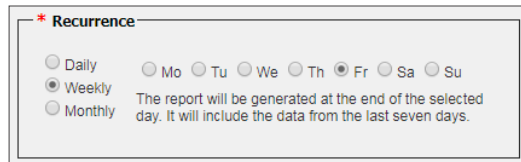


* Recurrence

☒ Daily ☒ Mo ☒ Tu ☒ We ☒ Th ☒ Fr ☒ Sa ☒ Su
☐ Weekly
☐ Monthly

The report will be generated at the end of the selected days. It will include the data from that day.

If **Weekly**, select one day of the week. The Report will be generated at the end of the chosen day. It will include the data from the last seven days.

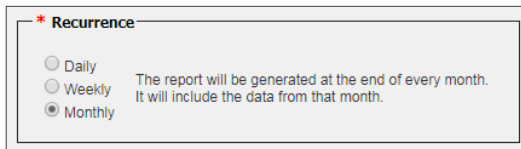


* Recurrence

☐ Daily ☐ Mo ☐ Tu ☐ We ☐ Th ☒ Fr ☐ Sa ☐ Su
☒ Weekly
☐ Monthly

The report will be generated at the end of the selected day. It will include the data from the last seven days.

If **Monthly**, the report will be generated at the end of every month. It will include the data from that month.



* Recurrence

☐ Daily
☐ Weekly
☒ Monthly

The report will be generated at the end of every month. It will include the data from that month.

4. Enter an email address and check the corresponding box to receive **Notifications** when the schedule report is available.
5. Enter a **Report Name**.
6. Click **Schedule Report** or click **Clear Criteria** if you want to start over.

The Schedule Report menu will now show the Report information, including Name, Parameters, Recurrence and Date Range, in the **Schedule Reports** list located below.

NOTE: External Reports



If you are interested in External Reports, contact Seon at 1-844-899-7366

Routes

The vMax LIVE+ **Routes** tool allows fleet administrators to disclose a list of all existing Routes.

The tool can be accessed by clicking the **Routes** button located in the top bar of the vMax LIVE+ main screen.

Remember that Routes, as mentioned in the User Interface section, is an add-on to vMax AVL service that requires activation.

Once the Route menu is available, users can add or edit Routes, and print or export the list to an .csv file, such as Excel spreadsheets, by clicking the respective buttons.

Routes

Export

Print

Add

Routes

Filter

Showing 1 to 10 of 23

1

2

3

Show Rows: 10

Route ID	Start Time	End Time	Day Of Week	Vehicle	Driver	Actions
123			Mo We Fr	BUS 11	005	
CQT_IN_B10	08:00	08:06	Mo We Th			
CQT_IN_B18	09:00	12:00	Mo Tu We Fr	BUS 18	003	
Kevins	06:00	10:00	Mo Tu We Th Fr Sa	BUS 12	001	
raultest			Mo			
raultest2	10:00	10:00	Tu			
Route James AM	07:30	10:30	Mo Tu We	BUS 10	005	
Route Test Path AM	07:35	07:53	Mo We Fr	BUS 25	002	
Route-March12	10:00	10:20	Mo Tu We Th Fr	BUS 62		
Route-March12Out	14:00	14:20	Mo Tu We Th Fr			

Showing 1 to 10 of 23

1

2

3

Show Rows: 10

Buttons to navigate through the list are located at the bottom of the window.

Adding a New Route

To add a New Route, first click the **Add** button on the upper-right area of the Routes tab menu.

Once the Route menu displays follow these steps:

1. Enter a **Route ID** and select a **Route Type** from the drop-down menu.
These two fields are required.
2. Check the appropriate **Days of Week**.
3. Enter the **Start and End times**.
These are also required fields.
4. If needed, enter **Maximum Load**, **Route Duration Loaded** and **Total**, **Route Distance Loaded** and **Total**.

Among the parameters included in the Route menu, two specific fields allow Vehicle and Driver Dispatch.

3. Select the **Vehicle** and the **Driver** to be assigned to the Route in their respective drop-down menus.
4. Click **Save**, or **Cancel** to exit the Route window and return to the Route list.

The screenshot shows a 'Route' dialog box with a title bar and a close button. Inside, there's a 'Route' tab. The form contains several fields: 'Route ID' (text input, marked with a red asterisk), 'Route Type' (dropdown menu, marked with a red asterisk), 'Maximum Load' (text input), 'Day Of Week' (checkboxes for Mo, Tu, We, Th, Fr, Sa, Su), 'Start Time (hh:mm)' (time picker, marked with a red asterisk), 'End Time (hh:mm)' (time picker, marked with a red asterisk), 'Route Duration Loaded Min (hh:mm)' (time picker), 'Route Duration Total Min (hh:mm)' (time picker), 'Route Distance Loaded' (text input), 'Route Distance Total' (text input), 'Vehicle' (dropdown menu), and 'Driver' (dropdown menu). At the bottom are 'Save' and 'Cancel' buttons.

TIP: Dispatch



Notice that Dispatch of Vehicles and Drivers is done with the aid of their respective drop-down menus located in the lower area of the Route menu.

Editing an Existing Route

To edit a Route already in the system, select the **Route** from the list by clicking on it. When the Route menu, which is identical to the one in the previous figure, displays:

1. With the exception of Route ID, which is not editable, modify any parameters in the dialog as needed. These include:
 - **Maximum Load.**
 - **Route Duration Loaded** and **Total.**
 - **Route Distance Loaded** and **Total.**
 - **Vehicle** and **Driver** to be assigned to the Route.
2. Click **Save** when you finish editing the required information (or click **Cancel** to exit the dialog and return to the Route list).

The Students Database

The Students Database essentially allows users to view and manage Student data. When clicking on its button, located on the main toolbar, a menu listing all Students existing in the system displays.

Remember that Students, as mentioned in the User Interface section, is an add-on to vMax AVL service that requires activation.

The list only shows **Student ID, Name, Card ID**, if the Student has **Special Needs** and if the Student is **Active** or not, but a complete file with detailed information can be accessed and edited by clicking on the **Edit** button located next to each Student entry under the Actions column. Since edit (update student) and add (create student) menus are identical, see the following section *Adding Students Manually* to see a detailed description of the student information that can be edited.

Users can filter the Students entry list by partially entering the appropriate text in the corresponding text boxes located under the column headers and selecting the preferred matching entries when these are disclosed.

Students

Add

Enter text to filter Students

Edit

Student ID	Name	Card ID	Special Needs	Active	Actions
<input type="text"/>	<input type="text"/>	<input type="text"/>	(All) ▼	(All) ▼	
100001	James William Henry I		<input type="checkbox"/>	<input checked="" type="checkbox"/>	✎ 🗑
100000000	Wade Jay		<input type="checkbox"/>	<input checked="" type="checkbox"/>	✎ 🗑
10000000	Clark William Tom		<input type="checkbox"/>	<input checked="" type="checkbox"/>	✎ 🗑
1000000	William John Gabriel	234967	<input type="checkbox"/>	<input checked="" type="checkbox"/>	✎ 🗑
1000000000	Shawna Freckles		<input type="checkbox"/>	<input checked="" type="checkbox"/>	✎ 🗑
1000	Tom		<input type="checkbox"/>	<input checked="" type="checkbox"/>	✎ 🗑

◀ 1 ▶▶

1 - 6 of 6 items

Notice that **Special Needs** and **Active** status can be selected or deselected by means of their respective drop-down menus (Yes or No). [A]

When a filter is set, a **Clear** button appears next to it. This allows users to undo the selection so that the list will return to its default state. [B]

Students

[Add](#)

Student ID	Name	Card ID	Special Needs	Active	Actions
<input type="text"/>	Clark	<input type="text"/>	Yes <input type="text"/>	(All) <input type="text"/>	
No records available.					
<div>◀ ▶ ⏪ ⏩</div>					<div>0 - 0 of 0 items</div>

Adding Students Manually

From the Students menu, users can also add Students manually.

To do so, click the **Add** button located on the upper-right corner of the Students menu. A new **Create Student** menu showing fields to input Student's relevant information and grouped into 5 different sections is displayed.

Once available, fill in the information as follows:

- Student Info** - Enter Student ID, Last, First and Middle Name. Enter or select Date of Birth in the provided calendar. Select Gender. Select School in the available drop-down menu. Enter Grade, Ethnicity and Card ID.
- Geocode** - Enter Latitude and Longitude of the Students residence and the Student's actual address.
- Special Needs** - Select Special Needs, Aide or Wheelchair if appropriate. Then, type any additional comments if needed.
- Parent/Guardian Contact Info** - Enter Last, First and Middle Name of a parent or guardian. Also enter and Address and Phone Number and add any Comments if necessary.
- Activate/Deactivate** - Keep Active selected (by default) if that is the Student's status. Otherwise, deselect it.
- Finally, click **Save** at the bottom of the screen (or Cancel to disregard the file created and return to the Students list).

The screenshot shows the 'Create Student' form with the following sections and fields:

- 1 STUDENT INFO**: Student ID *, Last Name *, First Name *, Middle Name, Date of Birth * (calendar icon), Gender (Female, Male), School (dropdown), Grade, Ethnicity, Card ID.
- 2 GEOCODE**: Latitude, Longitude, Address.
- 3 SPECIAL NEEDS**: Special Needs (checkbox), Aide (checkbox), Wheelchair (checkbox), Comments (text area).
- 4 PARENT / GUARDIAN CONTACT INFO**: Last Name, First Name, Address, Phone, Contact Comments (text area).
- 5 ACTIVATE / DEACTIVATE**: Active (checkbox, checked by default).
- 6**: Save, Cancel buttons at the bottom left.

Appendix

Customer Service

Technical Support: 1-844-899-7366
General Enquiries: 1-877-630-7366
Email: service@seon.com

Product Information

For product information and documentation, please visit <https://community.seon.com>.
Please contact Technical Support if you do not have access credentials.

Warranty And End-User License Agreement

Complete warranty details are available at <https://community.seon.com>.