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Welcome to VehicleTracker - the system for tracking your GPS Devices.

As an Operator (user) you can manage vehicles and work with different workspaces for different tasks. Each operator has a personal account and access rights are defined for each operator for a set of vehicles.

**Recommended web browsers**
We recommend that you use a major, updated, web browser for the best experience: Firefox 3 or later / Internet Explorer 7 or later. The system does, however, also support Internet Explorer 6, Opera 9, Safari 3.1 and Google Chrome.

**Terminology**

**Device**
The GPS tracker device(s) you're using with GpsGate Server.

**Vehicle**
Often we refer to a vehicle as the object you're using devices to track. You can of course track anything, but for the purpose of this manual we use the term *vehicle*, or simply *device*.

**Application**
This is usually your organization or unit. If you have access to more than one Application you get to choose which to log in to after you've entered your username and password.

**SiteAdmin**
The GpsGate Server administrator has access to the SiteAdmin web site. This is the main administration site where for example Applications, Plugins and Report templates are managed.

**Learn more:**
- [Overview](#)
- [Map view](#)
- [Reporting](#)
Overview

Main menu
At the top of the page you'll find the main menu, which contains some or all of the below (depending on your installation). Click to read more about each topic:

- **Map view** - the start page
- **Reports** - view and create reports for print / export / mail.
- **Admin** - if you're an administrator, you can manage the Application here (such as Users).
- **Settings** - change password and personal display settings
- **Workspace** - change or create a Workspace
- **Maps** - change map if you have more than one available
- **Help** - support options
- **Logout** - log out of the system

Map View and Workspace
When logging in to the system, the default Map view is displayed.

The Map view interface is made up of a map surrounded by multiple lists that can be freely moved around and re-sized. Any set of lists can be saved as a custom Workspace. The Workspace that shows includes several lists:

- **Vehicles** - a list of all your vehicles, connected or not.
- **Tracks** - when a vehicle is selected (Track check box in Vehicles) a list of tracks are shown here
- **Track points** - will give you a breakdown of any selected track.
- **Vehicle Info** - by default shown below the map, displays details about the selected vehicle

Note: multiple workspaces can be created where lists are moved and re-sized. Therefore your actual user interface might differ from the pictures in is manual.

Learn more:
• Map view
The first thing you see when logging in is the **Map view**. Let's take a look at how to work with the map.

## Map context menu

There is also a context menu in the map, that appears when you right click on any location:

- **Zoom to street/city or region** level will give you a better overview of the selected area.
- **Draw today's tracks**, only appears when you right click on a **vehicle** and will display the vehicle's path.

## Map Display Options

Between the main menu and the map you find the following options:

- **View** - change active **View**.
- **Zoom to view** - changing View will zoom the map to show all vehicles in that View.
- **Follow selected** - the map will automatically center on the position of the vehicle selected in the **Vehicle list**.
- **KML icon** - used to generate a KML feed which can be used in for example Google Earth.
- **Center on click** - like **Follow selected**, but when you click on a vehicle.
- **Show trace** - this option will show a short red line after the vehicle you have selected in the **Vehicle list**, the line represents the last 10 position updates for the vehicle.

**Learn more:**
- **Vehicles list**
- **Track lists**
- **Alarms**
- **Status tab**
- **Vehicle info**
- **Commands**
- **Tags and Views**
- **Settings**
- **Workspaces**
- **Maps**
Points of Interest

Points of Interest is a VehicleTracker Plugin (the Administrator can install it), enabling you to view and add POI's on the map. Depending on your configuration POI's may also cause alarms when vehicles enter or leave them.

Add POI on location

POI location are commonly imported to the system, rather than added manually. But you can however right click on the map and add a POI at the current location:

The Add POI window is shown and you can give it a Title, Description (optional) and Category. Choose New..., to add a category, if needed.
Points of Interest list
By default (with the POI module installed), there should be a Points of Interest list in the bottom right of the Map view. Here you are able to search, and Add POI (see above).

If this list is empty or no POI's show up on the map, click the Settings link to the left of Add poi:

Settings
• Show labels - makes the POI labels always visible, as oppose to only appearing on mouse over.
• Max map markers - limit how many POI markers are shown on the map
• Categories - choose what categories to display on the list and on the map.

By default no categories are chosen. Make sure to select the appropriate categories and save these settings in your Workspace. If you are not allowed to make changes in the Workspace, contact your VehicleTracker administrator.
Vehicles

A key part of the system is the Vehicle list. There you see the Users and Vehicles in the current view. By default it shows the Name, the time it was last seen, one check box for Tracks and one for Show.

You select a vehicle either by clicking on it on the map, or in the Vehicle list in the Vehicles list. A selected vehicle will be marked in green on the map and highlighted in bold in the Vehicle list.

Search user

In the top of the Vehicle list there is a Search function where you can make free text searches for your Operators and Vehicles.

Sometimes the vehicle isn't included in the current view and the below message appears. Click Show to include all users.

List Settings

In the list's upper right corner you'll find the column selector icon. Left click on this icon to choose what columns to display.

You can also reorder the columns using the right edge handle (dots).

The available columns are:

- **Vehicle color identifier** – identifies the vehicle in the track list
- **Vehicle Name** – the name of the vehicle
- **Login ID** – the vehicle login id
- **Last seen** – time stamp for the last valid position update
- **Track** – the check-box for selecting tracks for a vehicle
- **Show vehicle on map** – the check-box for showing a vehicle
- **Status** – the vehicle connection status icons:
  - Connected and sending position
  - Connected but not sending position (it may take a while to get GPS fix)
  - Not connected (no data for at least 10 minutes caused by for example sleep mode or ignition off)
  - Never been seen
- **Last connection** – time stamp for the last server connection
Map view

- **Protocol** – the protocol used by the device (HTTP, TCP, SMS, ...)
- **Speed** – vehicle speed at last update
- **Tag** - tag(s) associated with this vehicle
- **Description** – vehicle description

Learn more:
- Tracks lists
- Alarms
- Status
- Vehicle info
- Commands
- Tags and Views
- Workspaces
- Maps
Drawing tracks

In this chapter we will look at the Track lists and how they're used to display vehicle tracks - both in the lists and on the map.

Selecting tracks - Tracks list

You can show multiple tracks for multiple Operators/Vehicles at the same time on the map. First you select the desired Operators/Vehicles by checking the Track box next to the name in the Vehicle list. This will populate the Tracks list with the tracks of the selected Operators/Vehicles.

The default sort order is with the newest track first, you can sort the lists in another order by clicking the column headers. You can limit the tracks you wish to show by narrowing the start and stop time stamps. By doing so you will only display Tracks that have Track points inside the selected time period.

To view a Track click on the check-box in the Select column in the track list. This will open the Track points list and fill the track points list with all the track points from the selected track.

You can also delete tracks in this list by clicking the delete icon ( x ) to the right of a track.

If you have selected the Auto update points option all you changes in the Tracks list will instantly take effect in the Track Points list. If you are working with many tracks and Track Points at the same time you can disable this function by clearing the check box. This will speed up load time. If you have done this then use the Update button to load the track points into the Track Points list.

List Settings

In the upper right corner of the Tracks list you'll find the column selector icon. Left click on this icon to choose what columns to display.

- **Vehicle Color identifier** - this will display a square to the left of each track matching the vehicle color (see Vehicles list).
- **Track Color identifiers** - adds a circle to the left of each track matching the track segment color on map.
- **Name** - vehicle name
- **Start** - date and time the track began
- **Stop** - date and time the track ended
- **Dist** - track travel distance
- **Select** - populates the Track points list
- **Del** - shows the delete button (see above)

Drawing tracks - Track points list

When you select a track in the Tracks list it is opened the Track points list, where you see the individual positions in the track.

Clicking on the Draw Tracks button will draw the chosen tracks on the map in different colors for each track. There is also a button here for clearing all tracks from the map.
You can select an individual track point in a track either by clicking on it on the map, or by clicking on it in the Track point list. You remove the tracks drawn on the map by clicking the clear tracks icon.

**Track Settings**

Next to the Draw tracks button you have a drop down menu. Clicking it displays options for track drawing. Check the check box next to the specific option to enable it for track drawing:

- **Show polyline**
  Select this option to connect all the track points in a track with a solid line.

- **Show points**
  Select this option to show markers with direction arrows on the track points. To show a bread crumb trail you should enable this option without the polyline option above.

- **Show Fatpoints**
  Select this option to show “Fatpoints” where the vehicle has been idle. A Fatpoint also includes information on the length of the stop.

- **Zoom to fit**
  Select this option to zoom in on the selected tracks when drawing and re-drawing them. You should un-check this option if you have zoomed in on a part of the selected tracks and you wish to re-draw them without changing the zoom level and position of the map.

**Advanced Filters**

You can narrow down your search further based on different search criteria. This is done by expanding the Advanced filters options found on top of the Track points list.

You have the options time, speed and altitude.
By default the search options are disabled. You enable them by checking the check box to the right of each field.

**Live Filtering**
When this option is enabled the *Track Point* list below will update directly when you change your search criteria. If you are working on large amounts of data you have the option to disable the *Live Filtering* by clearing the check-box and using the *Apply Filter* button to the right.

**List Settings and Status Signals**
In the upper right corner of the *Track points* list you'll find the column selector icon. Left click on this icon to choose what columns to display.

- **Track color identifier** – identifies the vehicle in the track list
- **Date** – date
- **Time** – time stamp
- **km/h** – speed (shown in the selected unit)
- **Alt** – altitude
- **Heading** – heading in degrees
- **Lat** – latitude
- **Lon** – longitude
- **Valid** – validity of the position update

Below the standard fields your available device signals are displayed (SOS, Battery low etc). These vary depending on device used.

Learn more:
- [Alarms](#)
- [Status tab](#)
- [Vehicle info](#)
- [Commands](#)
- [Tags and Views](#)
- [Settings](#)
- [Workspaces](#)
- [Maps](#)
Alarms

Alarms on the map
When an alarm occurs it is displayed on the map with a red radius at the location the alarm was reported.

If there are multiple alarms in the same area and you are zoomed out a bit on the map (i.e. normal zoom) a cluster icon is shown with the number of active alarms in the middle.

Zoom in to see the individual alarms.
**Alarms list**

Alarms has a normally collapsed list, by default below the map, with *(no active alarms)* in the title.

Once an alarm has activated, the Alarms list has *(X active alarms)* in its title (where X is the number of active alarms).

In the Alarms list you can manage current alarms:

In the top of the list there’s an option to Show all alarms and Zoom all alarms, to get a better overview on the map.

To the right of Zoom all alarms button you’ll find Close all. This will mark all alarms as managed, so they don’t show up on the map any more. You can also close them individually with the Close alarm button to the far right.

Clicking the small black arrow to the left expands the alarm and shows details such as signal arguments.

Learn more:
- Alarms
- Status tab
- Vehicle info
- Commands
- Tags and Views
- Settings
- Workspaces
- Maps
Status

By default shown right beneath the map in Map view, the Status tab will give you a detailed view of the selected vehicle's signal messages. With the Status tab you can easily see current signals from the device and when they occurred.

<table>
<thead>
<tr>
<th>Name</th>
<th>Value</th>
<th>Unit</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Battery low</td>
<td>False</td>
<td></td>
<td>05/25/2012 15:03:15</td>
</tr>
<tr>
<td>SOS</td>
<td>False</td>
<td></td>
<td>05/25/2012 15:03:15</td>
</tr>
<tr>
<td>Speed</td>
<td>50.00</td>
<td>km/h</td>
<td>05/25/2012 15:03:15</td>
</tr>
</tbody>
</table>

Learn more:
- Vehicle info
- Commands
- Tags and Views
- Settings
- Workspaces
- Maps
Vehicle info

The Vehicle Info tab, by default shown below the map in Map view, shows information for the vehicle currently selected in the Vehicles list. It displays information such as *Latitude / Longitude, Speed, Heading* and when it was last updated.

<table>
<thead>
<tr>
<th>Vehicle Info:</th>
<th>Description:</th>
<th>Position info:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Login ID:</td>
<td>Unit5431</td>
<td>Latitude: 59.32898 Speed: 50.0 km/h</td>
</tr>
<tr>
<td>Vehicle name:</td>
<td>Unit 5431</td>
<td>Longitude: 18.02943 Heading: NE, 30.0°</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Altitude: 10.0 m Last updated: 05/25/2012 15:03</td>
</tr>
</tbody>
</table>

Learn more:
- [Commands](#)
- [Tags and Views](#)
- [Settings](#)
- [Workspaces](#)
- [Maps](#)
Commands

The **Commands** tab, by default located beneath the map in **Map view**, contains device control and configuration commands. It will show the commands available for the currently selected vehicle (**Vehicles** list).

Here you can start and stop tracking and send a poll-position SMS to request a position from an off-line device.

Learn more:
- [Tags and Views](#)
- [Settings](#)
- [Workspaces](#)
- [Maps](#)
Tags and Views

Tags and Views are used to group vehicles and users. You can for example create a View based on vehicle type (e.g. truck or taxi) or any other criteria (e.g. “West coast group”, “Subcontractor ACME” or “Unit Managers”). This enhances the usability of VehicleTracker as the information on the map can easily be kept relevant to the task at hand.

If you have any views available in your account they can be found in the top left of the map:

Simply choose a view in the drop down list and the map will be “filtered” according to the view settings.

Learn more:
- Settings
- Workspaces
- Maps
Settings
In the main menu you can access the Settings window.

General tab
On the General tab you can change your password. Simply Save when you're done.

![Settings window]

Track visualization tab
On the Track visualization tab has settings for how vehicle tracks are shown on the map.

- **Fatpoint duration**
  The first setting determines how long a vehicle can idle on a position before it is considered a fatpoint. Fatpoints are then visible on the map.

- **Use filtered reader**
  By default this check box is selected, which ensures that tracks are always current when drawn on map.

  **Warning:** deselecting this check box might make the tracks draw faster, but has them rely on nightly updates and could cause inconsistencies.

Localization tab
On the Localization tab you can change language and measurement. Your installation determines what languages are available and the GpsGate Server administrator can manage languages.
**Style**
Settings on the **Style** tab determines overall look and feel of VehicleTracker.

<table>
<thead>
<tr>
<th>GUI Settings</th>
<th>Marker settings</th>
</tr>
</thead>
<tbody>
<tr>
<td>Marker text:</td>
<td>- Disabled</td>
</tr>
<tr>
<td>Marker type:</td>
<td>- Arrow</td>
</tr>
<tr>
<td>Save</td>
<td></td>
</tr>
</tbody>
</table>

**Workspace Settings - Marker clustering**
By default the map clustering feature will be used, but if you always want to see each individual vehicle on the map, deselect the **Enable vehicle marker clustering** check box here and click **Save**.

**Learn more:**
- Workspaces
- Maps
**Workspaces**

A *Workspace* is a specific layout of the VehicleTracker user interface. You can have multiple Workspaces with different layouts for different tasks. A Workspace keeps track of the following information:

- list positions and sizes
- Columns visible in list lists
- Sort order in lists
- Current View

VehicleTracker has a default Workspace that you can always go back to.

**Save Workspace**

You can save the state of the user interface as a Workspace at any time.

In the *Workspace* menu, select *Save* to save changes to the active Workspace. However, if you try to save the default workspace, the *Save as* dialog is displayed instead (below).

**Create a new Workspace**

1. In the *Workspace* menu, select *Save as*. The new Workspace window is displayed.

![Create new Workspace dialog](image)

2. Enter a name to describe your Workspace.

3. Click on the *OK* button to save.
Deleting a Workspace
You can delete any workspace you've created (assuming your user has the right to do this).

1. Select Manage Workspaces in the Workspace menu. The Workspace window is displayed.

![Manage Workspaces](image)

2. Click on the Delete link to remove a workspace.

3. Finalize by clicking on the Save button.

Learn more:
- Maps 22
Maps
In this chapter we'll have a deeper look at different map roles in VehicleTracker.

Map clusters
A feature that works with all maps is the map clustering: if three or more vehicles are in the visually same area (1 cm²) a cluster icon is shown, displaying how many vehicles are in that area:

Zoom in to see the individual vehicles.

Area Search
With the Area Search map tool you can see what vehicles and events occurred in a certain area during the specified period.

1. Simply click the Area Search icon and select a area on the map. The Area Search window is shown.
2. Specify period and optionally an Event Rule and click Search.
3. Matching vehicles are shown. You can now click on a vehicle to show the specific track.

Close the Area Search window when you're done.

Google Map Roles
By default, Google Maps is used in VehicleTracker and you won't have any other options in the Maps menu.

Your administrator may however have installed additional maps. You can then change map as you wish. Different maps have different roles - try to find the one that works best for you.
If your system uses Google Maps (which is default), it has the following functionality:

- **Map modes** - there are currently four different Google Map views: Map, Satellite, Hybrid and Terrain. Note that if you are using custom maps then you will not have these options.

<table>
<thead>
<tr>
<th>Map</th>
</tr>
</thead>
<tbody>
<tr>
<td>Map</td>
</tr>
<tr>
<td>Satellite</td>
</tr>
<tr>
<td>Hybrid</td>
</tr>
<tr>
<td>Terrain</td>
</tr>
</tbody>
</table>

- **Zoom control** – on the left side of the map you have the zoom control bar. Drag it up or down to zoom in and out. You can also zoom in with a double left click on the map and zoom out with a double right click.

- **Zoom area** - click on the button and then hold down left mouse button and drag a square over the area you would like to zoom into.

- **Zoom all vehicles** - click on the button to zoom in on all vehicles on the map.

- **Request Address** – Click on the button and then drag the marker to the place you want address information for.

- **Clear map** – click on the button to clear all tracks from the map.

- **Undo zoom** - the button undoes the previous zoom operation.

Learn more:
- [Points of Interest](#)
The Geofence tab, by default located below the map in Map view, is divided in two modes: Administrator and Operator.

As an Operator you can only view existing Geofences created by an Administrator.

**Operator mode**

Click on the Geofence tab and select the Geofence Tag you would like to view in the drop-down menu. You will get a list of all included Geofences. Click on a Geofence to pan the map to the location of the selected Geofence.

Learn more:
- [Maps](#)
- [Points of Interest](#)
Driver Journal is used to create detailed reports to justify vehicle usage. You can combine multiple trips to one journal entry and for each journal entry you can choose a category and add a description. You can select the categories you want to show in Driver Journal reports.

Select Driver Journal in the Workspace menu to open your Driver Journal.

The Driver Journal Workspace has three main windows, Journal, Trip information and Map. When you work in the Journal, the currently selected trip is shown in the Trip information and Map windows.

In the list you can see the trips and vehicles assigned to you. If you drive multiple vehicles you can select the vehicle you want to work with in the Vehicle drop-down.

When you open the Journal the week with the latest journal entry is shown. You can move forward and backward in time with the arrows and change time period with the buttons Day / Week / Month. The Today button takes you back to today.

Add trip to Journal
When you give a trip a category it turns green and is automatically added to the Journal.

1. Select the trip category in the Category drop-down. The trip turns green and is added to the Journal
2. Add a description of the trip in the note field

The trip is automatically saved when you make changes to it.

Note: The odometer values are automatically calculated based on the Accumulator settings for the vehicle.

Merge multiple trips
You can merge multiple trips when you add them to the Journal (for example if one customer visit is listed as several trips).
1. Select the trip category in the **Category** drop-down. The trip turns green and is added to the Journal.
2. Add a description of the trip purpose in the note field.
3. Click on the "Plus" sign to include the next trip in this Journal entry (the start and stop times and addresses are updated).
4. Keep clicking on the "Plus" sign to add more trips.
5. Click on the "Save" icon to save the trips as one Journal entry.

The **Trip information** and **Map** windows are updated as you add more trips to show the current selection.

**Note:** You can click on the "minus" sign to remove the last trip from the Journal entry.

**Edit Journal entry**

At any time you can make changes to the Category and Note fields directly in the list.

You can merge in additional trips to the selected journal entry with the "Plus" sign. If you want to remove trips from a Journal entry you must first remove the Journal entry and then add it again.

**Remove Journal entry**

A Journal entry is removed when you change the **Category** to " - none - ". When you do this the trip turns gray.

**Note:** When you remove a Journal entry made of multiple trips they will again show up as separate trips in the list.

**Odometer handling**

The Odometer is managed from the **Accumulator** tab in the administration page for the vehicle.

**Show Journal reports**

At the bottom of the Journal you can select a report for your Journal (the reports available depend on your installation).

Select a report and click on **Show Report**

Your report is opened in a separate window.
Assuming your account has access to this feature, you will find Reports in the main menu.

Depending on your VehicleTracker configuration, there might be preconfigured reports available, like Event Rule, Trip & Idle (Daily) etc, ready to use.

Usually it's only the VehicleTracker administrator who has Manage Reports available in this menu.
Running a report
If you have reports available below the Reports / Manage Reports menu option, click one of these to run it. The report preview is shown in a new window:

The parameters may have default values, but change these as you see fit (Period etc).

By default the report will be show as HTML (web layout). But if you for example wish to use the result in Excel, then choose CSV instead to export as a comma separated list.

Click on the Generate button. The report is shown below the gray list. When using HTML layout you can print the report. If you chose CSV you'll be able to save the report.

Also, you can select the Send to youraddress@yourdomain.com check box to mail the report to yourself.

Learn more:
- Adding a report
Adding a report

Adding a report in VehicleTracker

We will now “create” the report in our Application. This let us choose the report's default settings.

1. Click Manage reports in the Reports menu. The Report manager window is shown.


3. Choose suitable Report settings as desired:

   - **Name** and **Description** - this is what the users primarily see.
   - **Show Parameters** - leave this ticked to let the users choose period and other parameters by themselves. You can, however, unselect this check box and make the default parameters (below) static.
   - **Default format** is set to HTML as default, which works well for general purposes. You can also choose PDF if the report is normally printed (requires the users to have a PDF reader installed).
   - If the report is primarily to be used for export, and then import to Excel or other compatible applications, choose CSV instead.

4. **Select parameters** to set their default values. This can make the report more effective even if **Show parameters** is selected, since the user don’t have to do more than necessary to run the report.

**Hide parameters**

Other then hiding all parameters (above), there’s an option to hide individual parameters by selecting the **Hide** check box to the right. This enables you to choose what event rules to include, for example, and prevent the **Operator** (user) from changing these values.
5. **Email schedule** (optional)
Other than running the report from VehicleTracker you might want to add an email schedule. This often increases usage of the report significantly. When you select the **Activated** check box email options are shown:

![Email schedule form](image)

Choose interval, users with which tag and format (works in the same way as **Default format**, above).

6. **Preview** and/or **Save**
Preview the result if you like to and then save the report.

Your report should now be available in the **Reports** menu of VehicleTracker.
All done!
You can access roles directly from your mobile device with the GpsGate Mobile interface.

**Logging in**
Login to GpsGate Mobile from the same url as you login to VehicleTracker. Your mobile device is detected at login.

If you want to login from a desktop web browser you add “/m” to the standard login url (for example “http://myserver.com/m” or “http://myserver.com/GpsGateServer/m” depending on your installation). If not available, ask your system administrator.

You can expect GpsGate Mobile to work well on all modern mobile devices.

### Fleet status
The vehicle list is continuously updated showing the address, time since the last update and all active alarms for each vehicle.

The list can be sorted in date, name and alarm order using the menu at the top of the list and with the search function you can quickly find specific vehicles.

Tap on any vehicle for more details or tap a map icon to go directly to the real time map for the vehicle.

### Vehicle list

#### Vehicle information and Alarms
The vehicle information page shows more details for the selected vehicle including current speed and vehicle status. The map icon takes you to a map page for real time tracking of the vehicle.

Active alarms are listed with detailed information and timestamp. You can show alarms on a map or close them directly in the list.

The alarm icon in the top right corner is available on every page. As long as there are active alarms the alarm icon is red. Tap the alarm icon to show the vehicle list with the vehicles with active alarms first.

### Live maps
Tap the map icon to track a vehicle in real time. The map window shows the vehicle and active alarms. You
can show and hide vehicles and alarms with the menu above the map.

You can show your own position on the map by tapping the Me button below the map. This is great if you want a visual reference between you and the vehicle.

The All button zooms and pans the map to include all objects.

The Info button brings up the information box showing details and status information for the tracked vehicle.

As shown in the images multiple maps are supported. At the time of the first version of GpsGate Mobile this included Google Maps, OpenLayers and OpenStreetMaps.

![Open layers](image1.png)  ![Map with alarm](image2.png)
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