



# Ground Traffic Control for Intermediate Users

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## Purpose of this training

Take a deeper dive into Ground Traffic Controls reports. We already know the basics on how to view location, path and inspections of our vehicles, but let's see how we can schedule these reports to make time-management easier. Let's also dive into how we can manage/update our assets and drivers.

## A quick refresher

Ground Traffic Control provides a real-time picture of all fleet operations. Regardless of your position, GTC can be customized to show the reports only you care about. Information is collected through our V3™/V4™ telematics box and transferred to Ground Traffic Control via 3G/4G network. The telematics box captures assets location, odometer, fuel use and engine diagnostics.

## Admin Reporting

*How do I view and manage the assets in my fleet?*

Steps:

1. Select Manage > Assets
2. Filter by location and/or asset # to view or edit:

- Asset name/number
- Last inspection status
- Active/Inactive asset
- License Plate
- Vin #
- GPSID
- Inspection Tag
- Type of asset (Standard/Trailer/Dolly)
- Location
- In service date
- ECU Vin

*How do I manage the drivers in my fleet?*

Steps:

1. Select Manage > Drivers
2. Filter by dispatcher and/or driver name to view or edit:
  - Driver first/last name
  - Email/ Phone Number
  - Location
  - Ruleset
  - Tag ID (Login ID)
  - PIN
  - Employee No.
  - EXSID
  - CDL number/state/exp. date
  - Active/Inactive/Revoked

*How do I manage what dispatcher is assigned to certain drivers?*

Steps:

1. Select Manage > Dispatcher Admin
2. Select the dispatcher name
3. Add/Remove divers
4. Notification settings
  - a. Email/SMS
  - b. Drivers are at risk or in violation

## Schedule

*How do I see information on an asset's activity as it relates to zones?*

*Steps:*

1. Select Reports > Schedule
2. Filter by location
3. View schedule by asset, zone, on time
4. Select date range to view:

- Zone entered/exited
- Date
- Time
- Time in Zone
- Distance

## GPS Unit Health

*How do I find in-depth information on GPS units and their functionality?*

*Steps:*

1. Select Reports > GPS Unit Health
2. Filter by Active/Inactive units
3. Filter by Assigned/Unassigned
4. Set Thresholds to view:

- GPS Serial Number
- Asset assigned to
- Last phone home
- Last position date with power on
- Last inspection date
- Battery
- Cold starts
- Firmware version

## Odometer

*How can I remotely obtain an asset's dashboard odometer reading?*

*Steps:*

1. Select Reports > Odometer
2. Filter by asset and date to view:

- Odometer reading of vehicle
- Odometer with offset
- Odometer source
- Last reading date/time

## Idle Time

*How do I evaluate the amount of time assets have idled during a specified time period?*

Steps:

1. Select Reports > Idle Time
2. Filter by Zone, address and/or asset
3. Select date range to view:
  - Vehicle information
  - Idle count
  - Time spent idling
  - Date/time
  - Map view
  - Zone
  - Total cost
  - Overage cost

## Posted Speed

*How do I make sure my vehicles and drivers are not exceeding posted speed limits?*

Steps:

1. Select Reports > Posted Speed
2. Filter by asset, driver, location, to view:
  - Speed classification
  - Asset number
  - Driver
  - Date
  - Total time driven
  - Total time speeding
  - Speeding percentage

## Diagnostics

*How do I view my vehicle's ECM fault code information?*

Steps:

1. Reports > Diagnostics
2. Filter by assets and date to view:
  - Asset
  - Date/Time
  - Fault Code/Description
  - Install type