

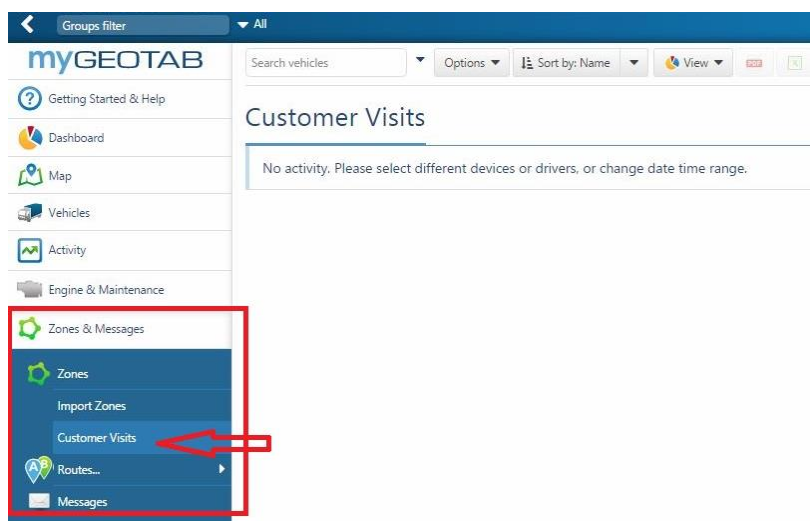
RUNNING A CUSTOMER VISITS REPORT

The Customer Visits Report provides data based on Zone/Geofence activity. This reports displays the time a vehicle entered and exited the zone and shows the duration spent in the zone.

STEPS REQUIRED

Step 1:

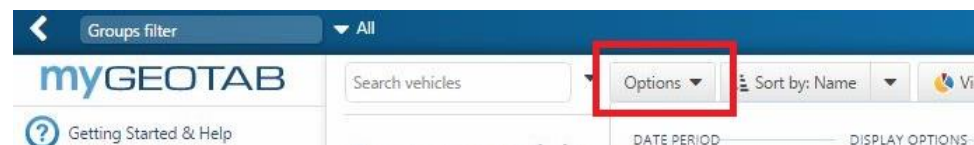
To extract a zone activity or Customer Visits report, navigate to the Zones and Messages tab in the menu.



Click on **Zones and Messages** and then select the **Customer Visits** option.

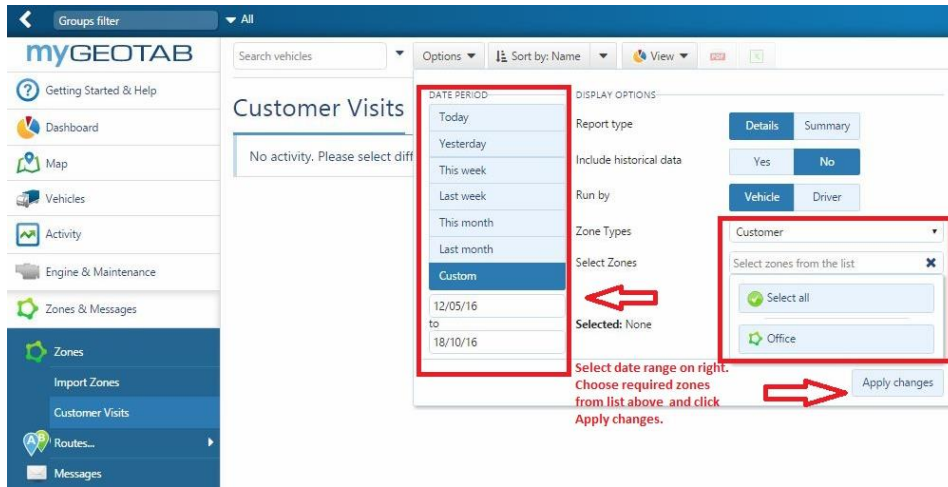
Step 2:

Navigate to the Options tab as shown below.



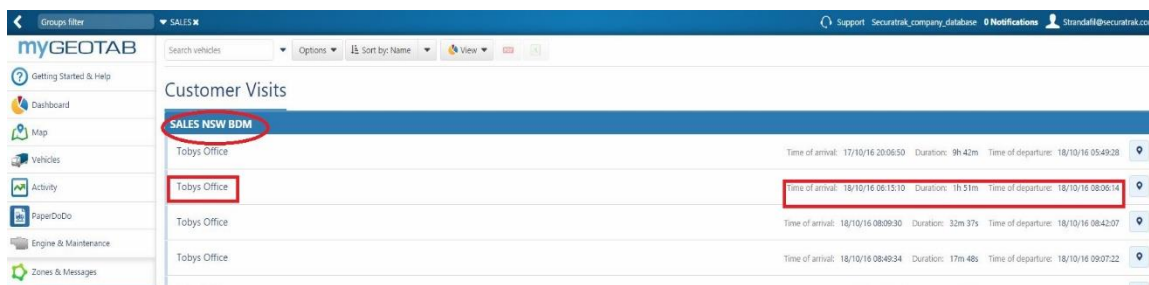
Step 3:

Select the date range and zones and click Apply Changes.



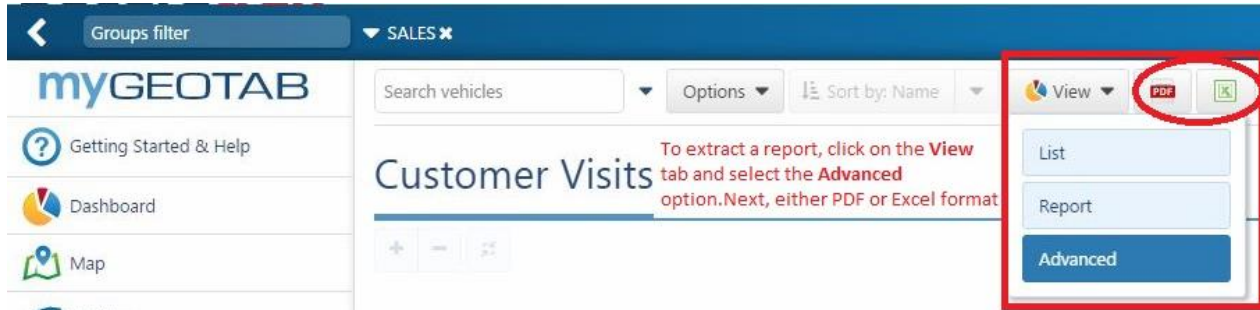
Step 4:

The Zone activity will display on screen showing by vehicle the zone visited, time of arrival, duration of time spent in zone and time of departure.



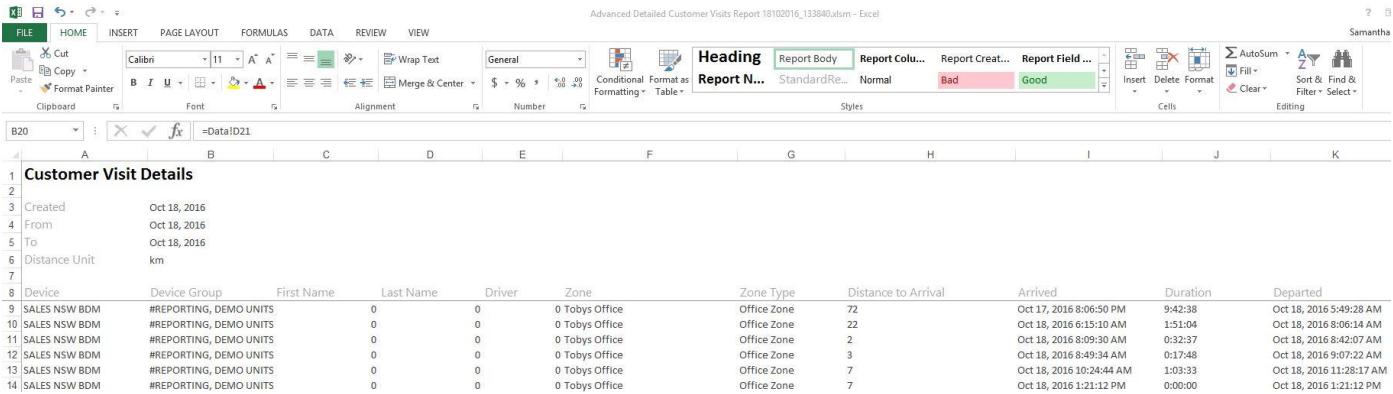
Step 5:

To export this data into a report, click on View, select the Advanced option and then choose either the PDF or Excel option.



Step 6:

Once in Excel format you can edit as desired.



The screenshot shows an Excel spreadsheet titled 'Advanced Detailed Customer Visits Report 18102016_133840.xlsx'. The spreadsheet contains a table with the following data:

Device	Device Group	First Name	Last Name	Driver	Zone	Zone Type	Distance to Arrival	Arrived	Duration	Departed
9 SALES NSW BDM	#REPORTING, DEMO UNITS	0	0	0	0 Tobys Office	Office Zone	72	Oct 17, 2016 8:06:50 PM	9:42:38	Oct 18, 2016 5:49:28 AM
10 SALES NSW BDM	#REPORTING, DEMO UNITS	0	0	0	0 Tobys Office	Office Zone	22	Oct 18, 2016 6:15:10 AM	1:51:04	Oct 18, 2016 8:06:14 AM
11 SALES NSW BDM	#REPORTING, DEMO UNITS	0	0	0	0 Tobys Office	Office Zone	2	Oct 18, 2016 8:09:30 AM	0:32:37	Oct 18, 2016 8:42:07 AM
12 SALES NSW BDM	#REPORTING, DEMO UNITS	0	0	0	0 Tobys Office	Office Zone	3	Oct 18, 2016 8:49:34 AM	0:17:48	Oct 18, 2016 9:07:22 AM
13 SALES NSW BDM	#REPORTING, DEMO UNITS	0	0	0	0 Tobys Office	Office Zone	7	Oct 18, 2016 10:24:44 AM	1:03:33	Oct 18, 2016 11:28:17 AM
14 SALES NSW BDM	#REPORTING, DEMO UNITS	0	0	0	0 Tobys Office	Office Zone	7	Oct 18, 2016 1:21:12 PM	0:00:00	Oct 18, 2016 1:21:12 PM

FURTHER ASSISTANCE

If you require any custom reporting please contact the Enterprise Services Team for more information or a quote at reporting@fleetcomplete.com.au.

For general database assistance contact the Helpdesk at helpdesk@fleetcomplete.com.au

For training contact Training@fleetcomplete.com.au