

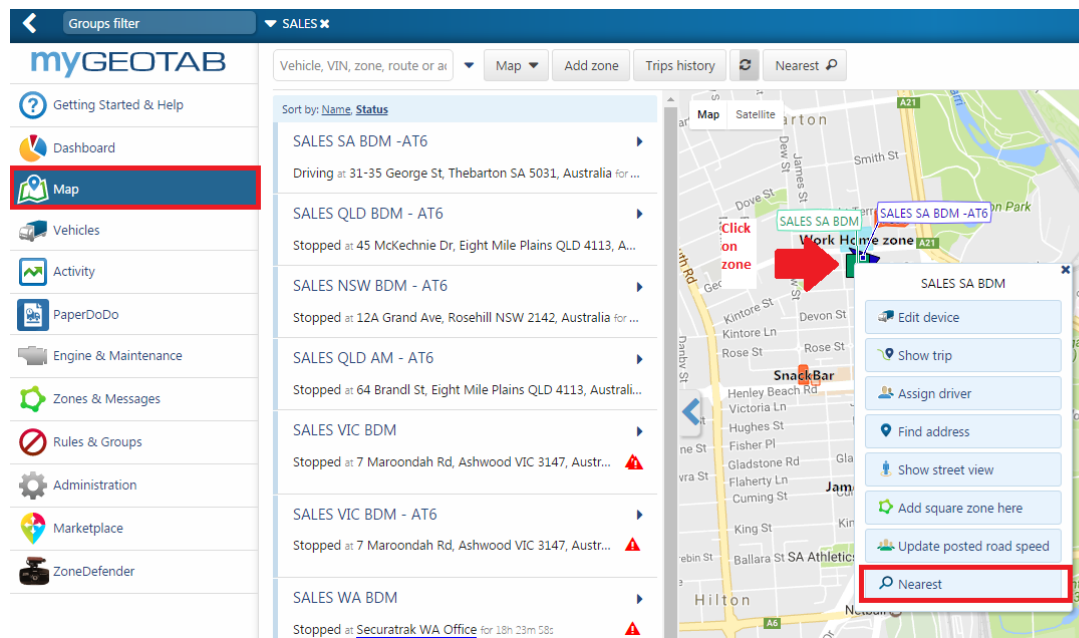
MESSAGING WITH GARMIN

Increase productivity and communicate effectively with your fleet by utilising the Garmin messaging feature.

STEPS REQUIRED

FINDING THE NEAREST DRIVER

Step 1. The **Map** search for the address or zone that you want to dispatch a driver to. Click on the address or zone on the map and select the nearest tab.

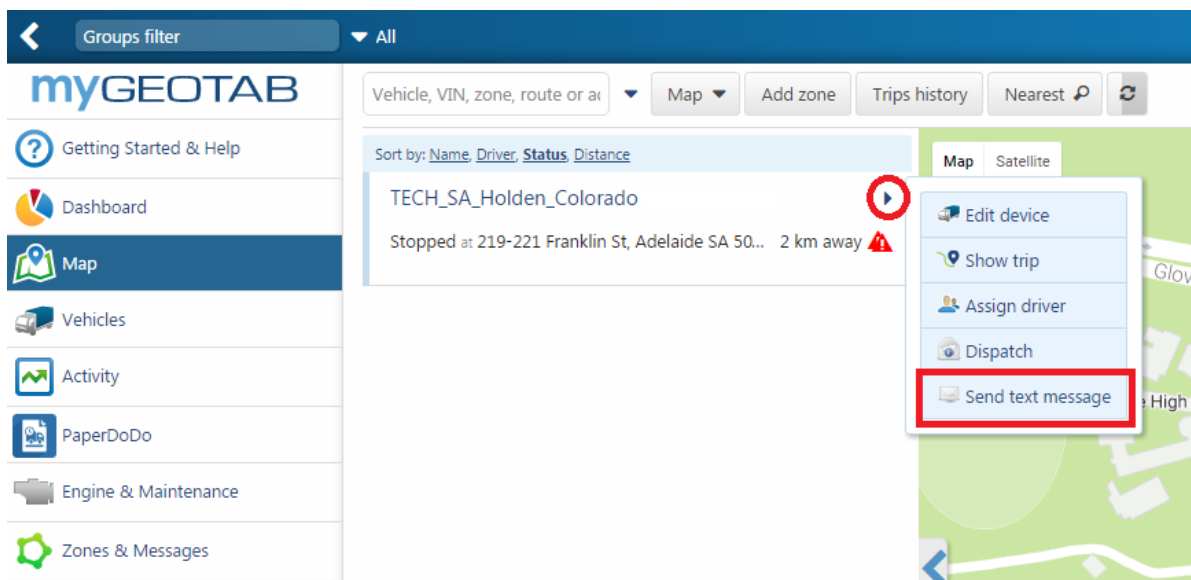


Sort by: Name , Status , Distance	
SALES SA BDM	Stopped at 35 Maria St, Thebarton SA 5031, Au... <1 km away
SALES SA BDM - AT6	Driving at 31-35 George St, Thebarton SA 5031... <1 km away
SALES VIC BDM	Stopped at 7 Maroondah Rd, Ashwood VL... 670 km away
SALES VIC BDM - AT6	Stopped at 7 Maroondah Rd, Ashwood VL... 670 km away
SALES NSW BDM	Stopped at 216 George St, Parramatta N... 1148 km away
SALES NSW BDM - AT6	Stopped at 12A Grand Ave, Rosehill NSW 21... 1150 km away
SALES QLD BDM - AT6	Stopped at 45 McKechnie Dr, Eight Mile Plai... 1601 km away



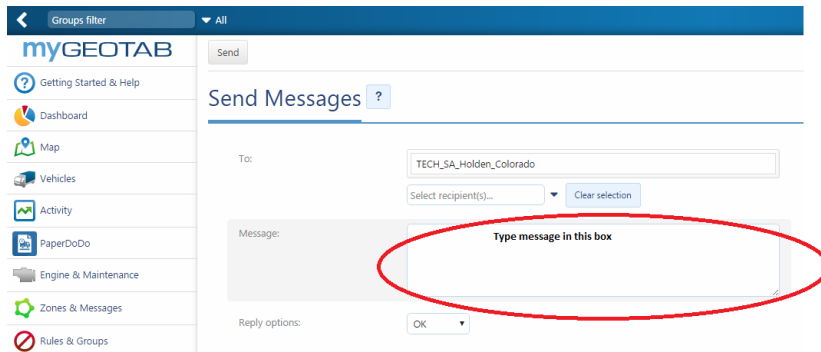
This will show the vehicles nearest to the location and the distance that they are from the location so you can efficiently allocate ad hock jobs.

Step 2: To send a message to a Garmin device select the required vehicle and click on the arrow to display the send text message option.



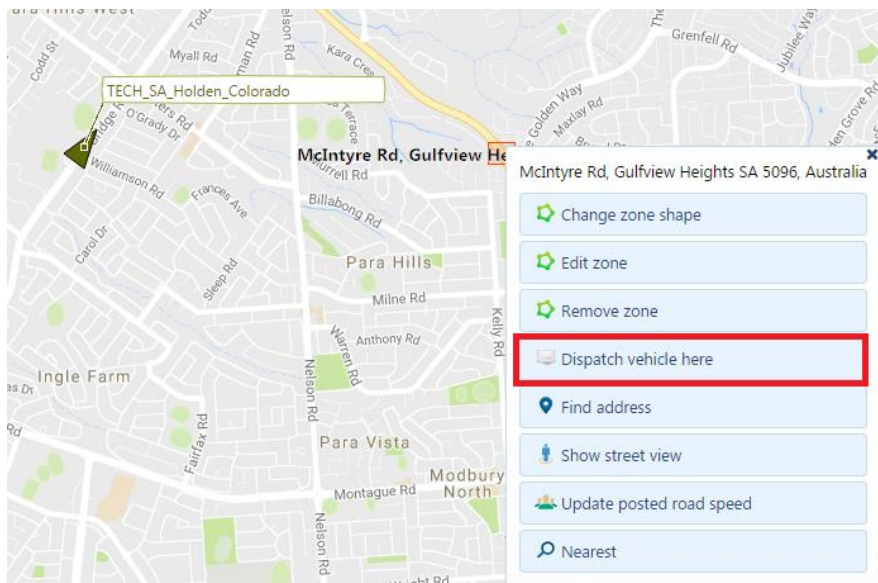
The screenshot shows the myGEOTAB interface. At the top, there is a 'Groups filter' set to 'All'. Below this is a navigation bar with 'myGEOTAB' and several buttons: 'Vehicle, VIN, zone, route or a...', 'Map', 'Add zone', 'Trips history', and 'Nearest'. A sidebar on the left contains navigation options: 'Getting Started & Help', 'Dashboard', 'Map', 'Vehicles', 'Activity', 'PaperDoDo', 'Engine & Maintenance', and 'Zones & Messages'. The main content area shows a list of vehicles sorted by 'Name, Driver, Status, Distance'. The selected vehicle is 'TECH_SA_Holden_Colorado', which is 'Stopped at 219-221 Franklin St, Adelaide SA 50... 2 km away'. A red circle highlights the play button icon next to the vehicle name. A context menu is open over the vehicle, listing options: 'Edit device', 'Show trip', 'Assign driver', 'Dispatch', and 'Send text message'. The 'Send text message' option is highlighted with a red box.

Step 3: The selected vehicle will appear in the **To** box and the message can be typed in the **Message** box below. Click **Send** at top of page to send the message to the vehicle.



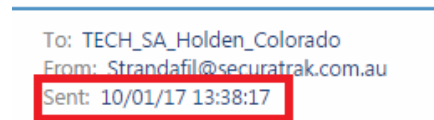
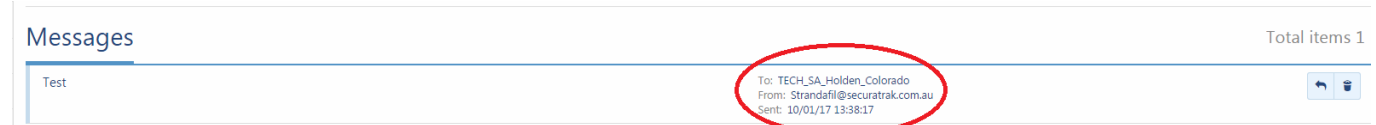
The driver can select a pre-determined reply. To create a custom reply click on the dropdown in Reply options and type a custom reply.

Step 4. Addresses can also be dispatched to the Garmin by clicking on the zone on the Map.



Select the recipient from the dropdown box and type any instructions/messages in the Message box. Click Send.

Step 5. To check if a message has been sent/received, navigate to the **Zones and Messages** tab in the Menu. Click on Messages. A list will populate with all messages sent.

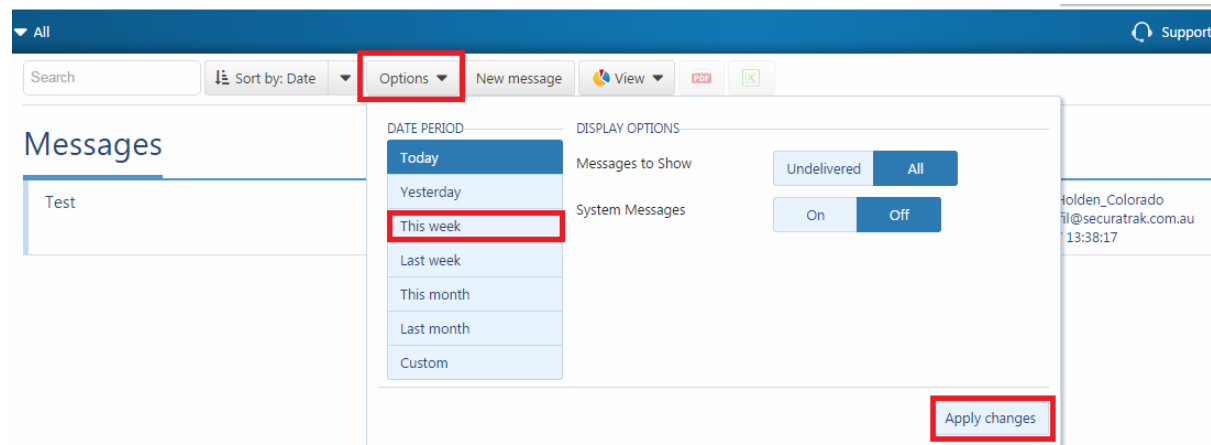


Message status will be displayed.

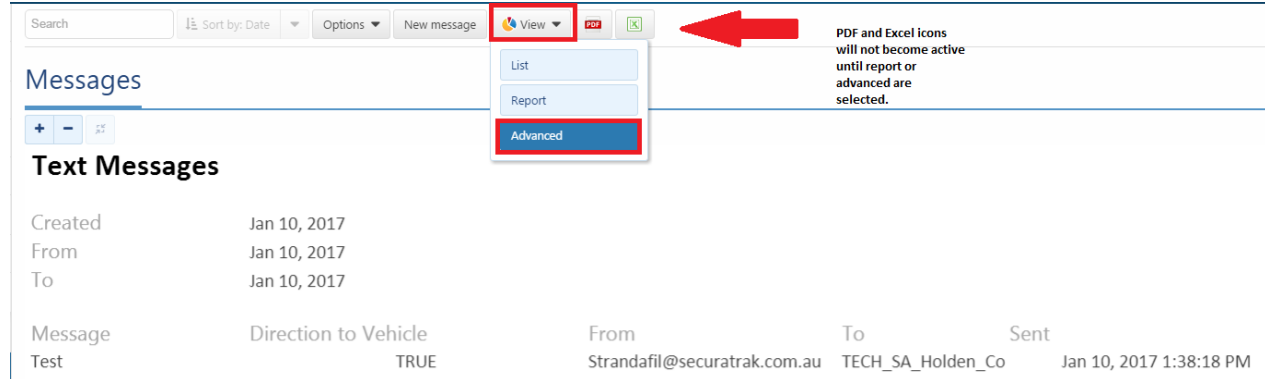
When a message is accepted by the driver it will display as “delivered”.

REPORTS

A report of messages sent can be run by clicking on the Options button as per picture below.



Once you have clicked on Apply changes this report can be exported into PDF or Excel format by clicking on **View** and then selecting the **Advanced** option. The PDF and Excel icons will become active once you have selected **Advanced**.

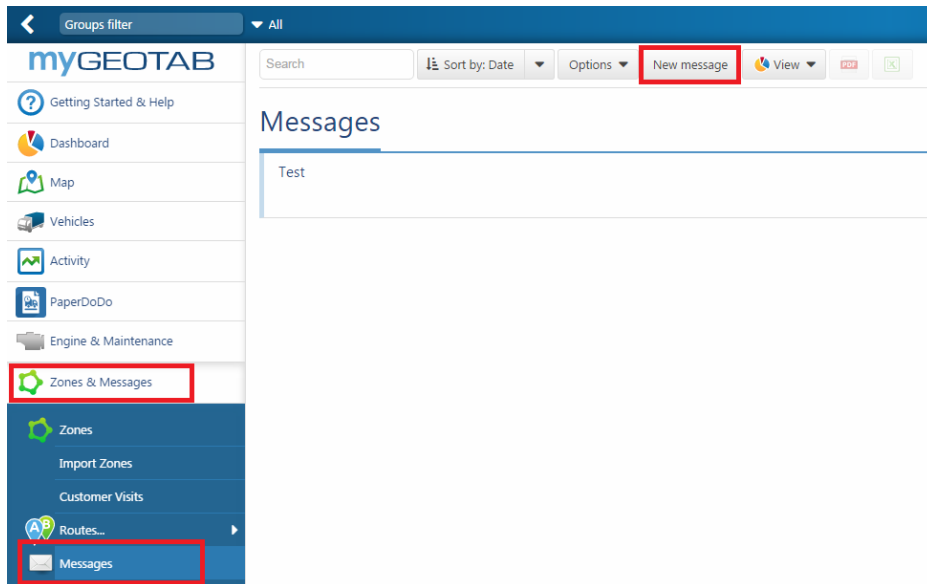


PDF and Excel icons will not become active until report or advanced are selected.

Message	Direction to Vehicle	From	To	Sent
Test	TRUE	Strandafil@securatrak.com.au	TECH_SA_Holden_Co	Jan 10, 2017 1:38:18 PM

ALTERNATIVE MESSAGING OPTIONS

Messages can also be sent directly from the Zones and Messages menu tab as shown below.



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