

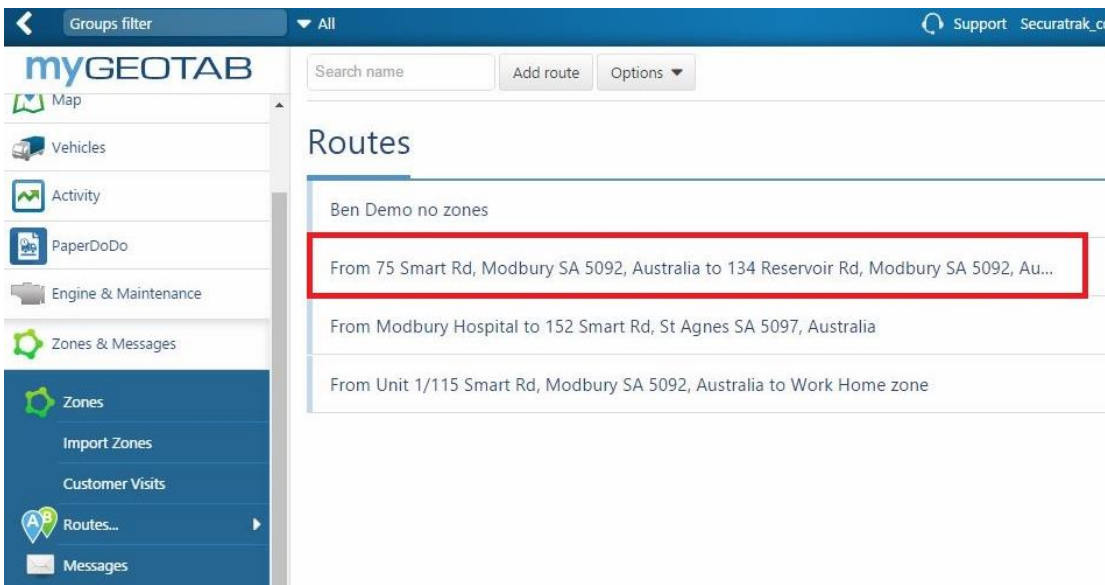
SENDING ROUTES TO VEHICLE

STEPS REQUIRED

Step 1: To dispatch a route, navigate to the Zones and Messages tab from the menu and click on Routes and Routes.

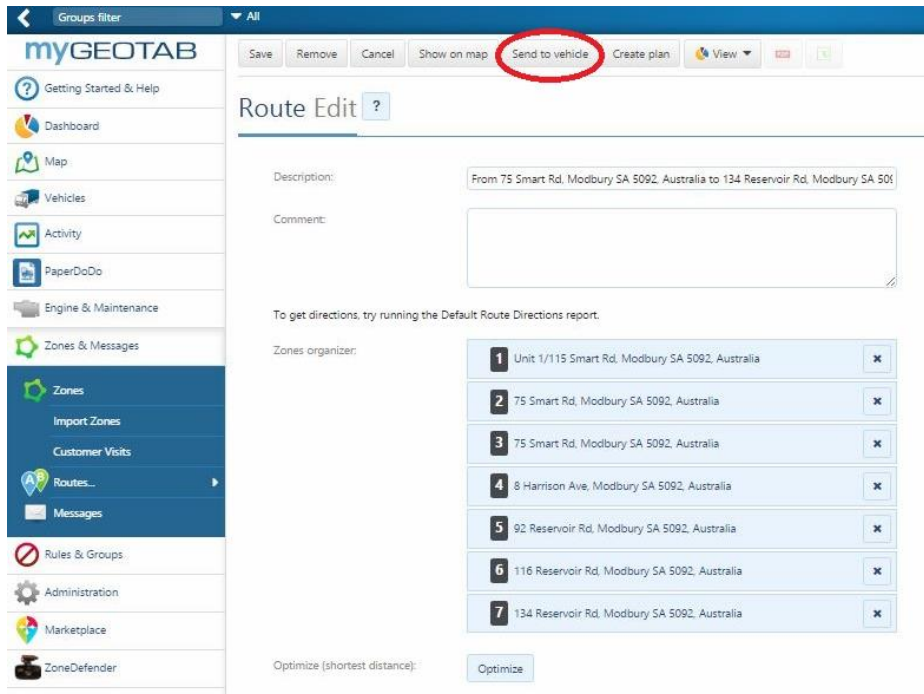


Step 2: Click on the route you wish to dispatch from the route list.

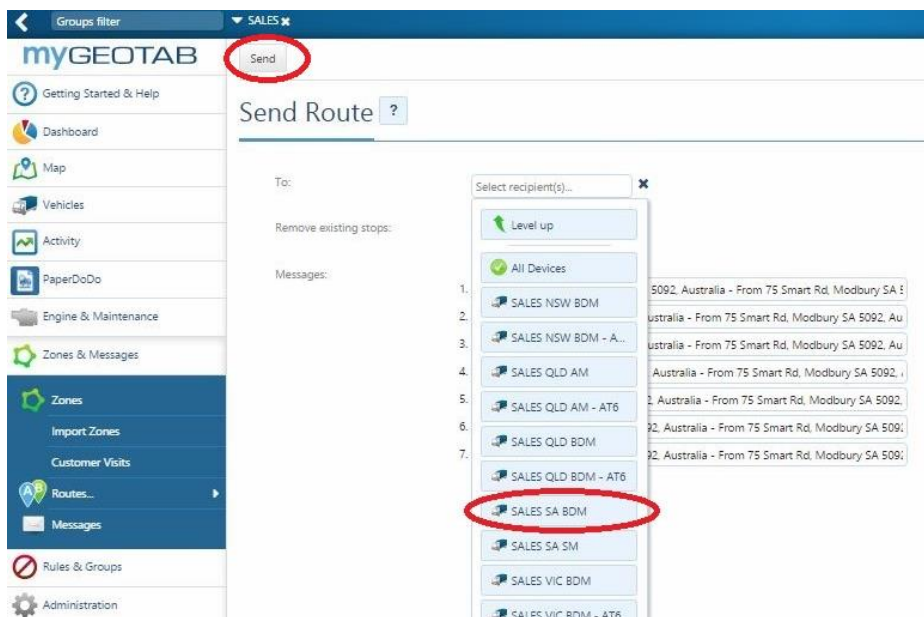


Send to vehicle from the top of the page.

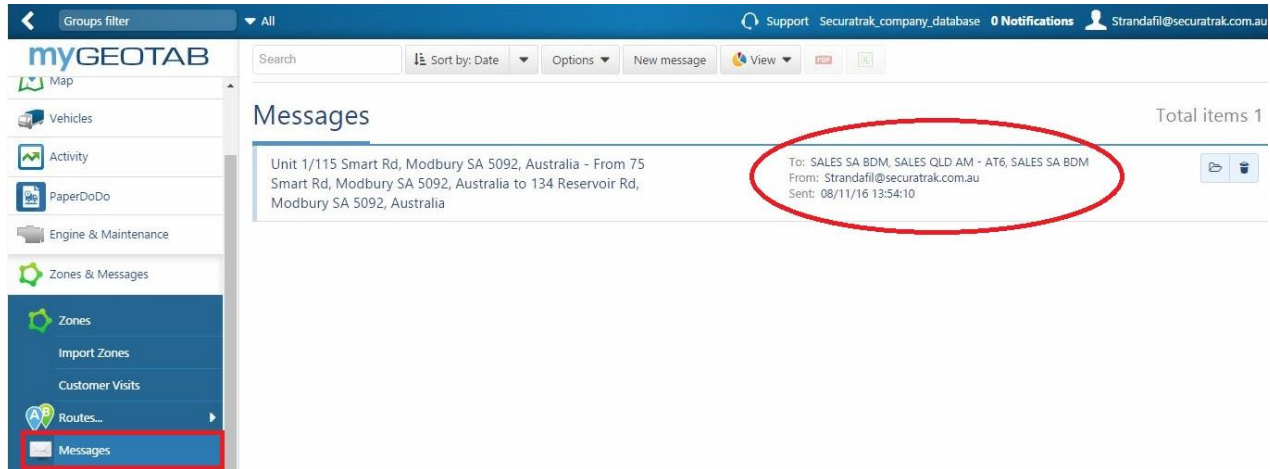
Step 3. Click



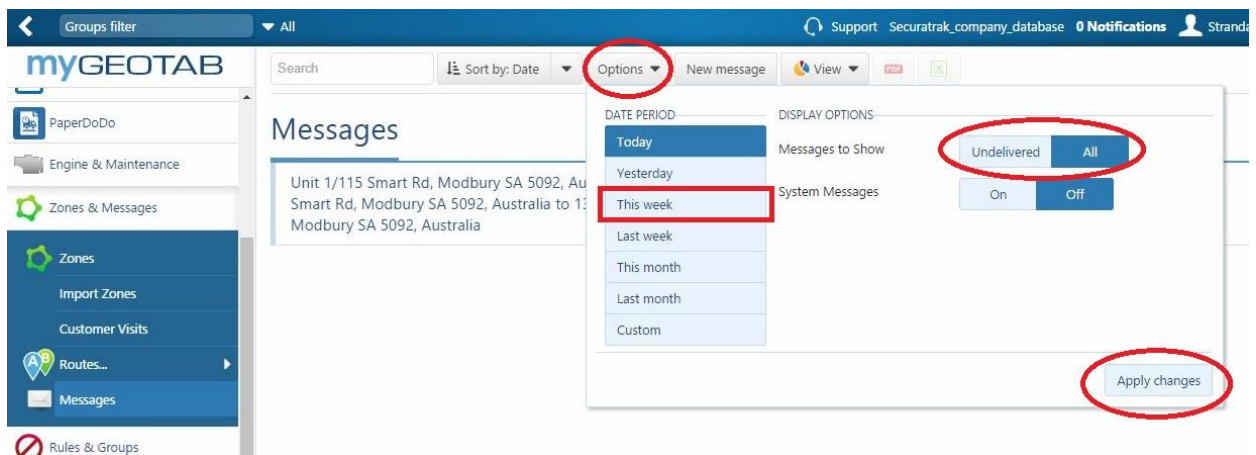
Step 4: Select the Driver, Device (vehicle) or Group from the drop down list and click Send.



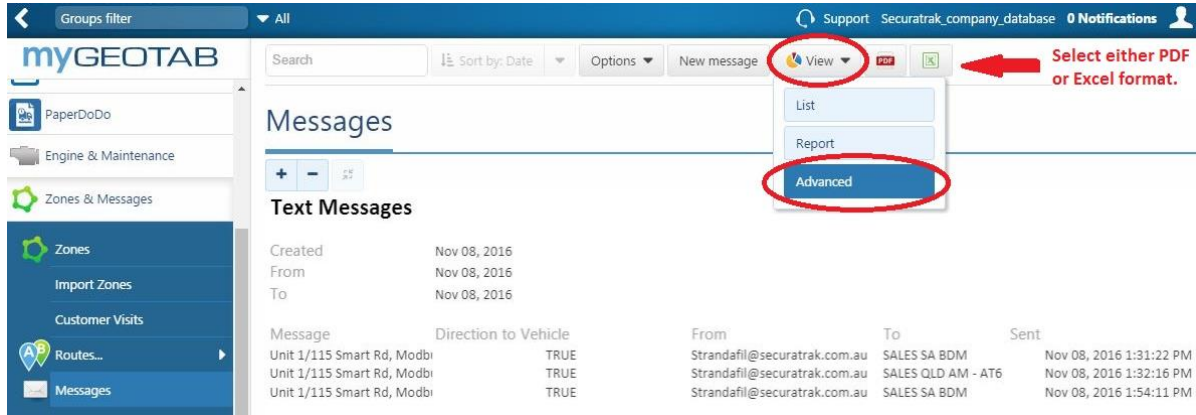
Step 5: To check that route has been successfully delivered navigate to **Messages** from the **Zones and Messages** tab.



Step 6: To view messages sent in a report, click on the **Options** button at the top of the screen and select the **Date period**, **Undelivered** or **All** and click **Apply changes**.



Step 7: To export this to an Excel or PDF format report click on the **View** button, select **Advanced** and either the PDF or Excel icon.



Groups filter: All | Support: Securatrak_company_database | 0 Notifications

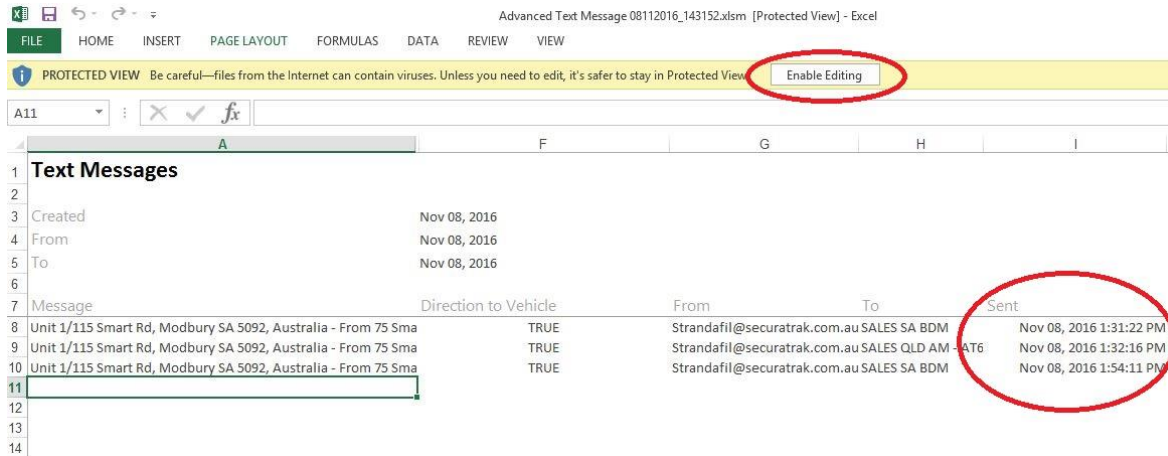
myGEOTAB | Search | Sort by: Date | Options | New message | **View** | PDF | Excel

Messages

Text Messages

Created	From	To	Message	Direction to Vehicle	From	To	Sent
Nov 08, 2016	Nov 08, 2016	Nov 08, 2016	Unit 1/115 Smart Rd, Modbi	TRUE	Strandafil@securatrak.com.au	SALES SA BDM	Nov 08, 2016 1:31:22 PM
			Unit 1/115 Smart Rd, Modbi	TRUE	Strandafil@securatrak.com.au	SALES QLD AM - AT6	Nov 08, 2016 1:32:16 PM
			Unit 1/115 Smart Rd, Modbi	TRUE	Strandafil@securatrak.com.au	SALES SA BDM	Nov 08, 2016 1:54:11 PM

Step 8: The report will load in your selected format displaying the message sent, the sender, the vehicle sent to and the date and time sent. If in Excel you can edit the report by clicking on **Enable Editing** at the top of the page.



Advanced Text Message 08112016_143152.xlsm [Protected View] - Excel

FILE HOME INSERT PAGE LAYOUT FORMULAS DATA REVIEW VIEW

PROTECTED VIEW Be careful—files from the Internet can contain viruses. Unless you need to edit, it's safer to stay in Protected View. **Enable Editing**

Text Messages	Created	From	To	Message	Direction to Vehicle	From	To	Sent
	Nov 08, 2016	Nov 08, 2016	Nov 08, 2016	Unit 1/115 Smart Rd, Modbury SA 5092, Australia - From 75 Sma	TRUE	Strandafil@securatrak.com.au	SALES SA BDM	Nov 08, 2016 1:31:22 PM
				Unit 1/115 Smart Rd, Modbury SA 5092, Australia - From 75 Sma	TRUE	Strandafil@securatrak.com.au	SALES QLD AM - AT6	Nov 08, 2016 1:32:16 PM
				Unit 1/115 Smart Rd, Modbury SA 5092, Australia - From 75 Sma	TRUE	Strandafil@securatrak.com.au	SALES SA BDM	Nov 08, 2016 1:54:11 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