

Welcome to RASTRAC.net! Included you will find some helpful information about the RASTRAC product. To get started go to www.RASTRAC.net. Here you will log-in using the Username and Password provided to you. LIVE Tracking requires IE7 or higher or Firefox 3.6 or higher.

Getting Started

RASTRAC®

Upon successful login, the RASTRAC LIVE Tracking page will launch.



Contact your RASTRAC Support if you receive an error.

❖ User Button Descriptions:

Last Position: RASTRAC will open in this view at login. All vehicles last position will be displayed on the map and can be viewed in text by clicking on dropdown arrow in map view header. (See “To View your vehicle LIVE” below)

Track History: To view a vehicle’s track simply click on the Track History button and select the vehicle track(s) from the vehicle list on the right. For additional track instruction below, see “To Track your vehicle’s History”

Reports: Click on the Reports button to run or schedule reports. All reports listed are included in the RASTRAC service. Some reports are only available based on the tracking device. (See “To Run Reports” below).

Settings: Available to only Level 3 Password Users. To create or modify vehicle or user settings

Help: Each page in RASTRAC has a help link that will give you detailed information on the webpage you are currently viewing.

Log Off: This will remove your login information and therefore require you to re-log in to return to the site.

❖ Features of LIVE Tracking:

- Traffic –In the Display tab, clicking the Display Traffic check box will turn on the Google Traffic overlay and display current traffic conditions where available
- Street View – In the Display tab, checking the Display Street View will turn on the Street View overlay to shows streets that have Street View images available. Also, the street view icon will be displayed in the middle of the map and may be dragged to view available Street View images.
- Graphs – Right clicking on a vehicle and choosing Graph and a state element (such as Speed) will graph that state element. If graphing while in Track History tab, the state element will be graphed over the time of the currently selected time/date range in a line chart. If graphing in Last Position, the state element will be graphed for each vehicle in a bar chart.

❖ To View your vehicle(s) LIVE:

- When the LIVE Tracking webpage loads, you will be shown the last position of your vehicle. The vehicle positions will be updated as soon as updates are available from the device.
- Your vehicles will be listed in the column on the left hand side.
- Click on the arrows to the left of the vehicle ID to expand and collapse last position data.
- Click on the arrow in the map view header to expand and collapse last position data for your fleet.
- Right click on the vehicle in the list or on the map to see additional features including:
FIND – FOLLOW – TRACK – GRAPH.

Note: Vehicle you choose to “follow” will be noted at the top of status/map screen. Map will adjust to follow that vehicle as it updates live.

- Information that is displayed with the vehicle is determined by your column settings. To adjust column settings see the **To Modify Settings** section below.

Note: You can resize the map and the vehicle status window on screen.

❖ **To Track your vehicle(s) History:**

- RASTRAC will automatically launch the RASTRAC LIVE tracking view. Note that you are at the “Last Position” button at the top of your screen. Click on the “Track History” button.
- Select a vehicle track to view and right click on the vehicle.
- Choose one of the quick tracks available in the drop down that meets your track need.
- RASTRAC will display the data on the map. If there is no track data available a message will state “No Vehicle Positions to Map” at the top of the status/map window.
- To adjust the track time period, use the timeline at the bottom of the map to modify the track duration you would like to view. You can also type in specific dates and times at the bottom of the map.
- Click on the arrow in the map view header to expand and collapse detailed track data.
- Quick View reports that include SUMMARY- SPEED – MILEAGE- AND MORE are also available when tab is expanded.

❖ **To Modify Settings - *Available to Level 3 Password Users Only**

- To Modify Vehicle/Locations Settings:
 - In your Last Positions button view, right click in the Vehicle list.
 - Click on Settings...
 - In the Settings pop up box you can modify 1 or all of your vehicles
 - Put cursor in the box under Nicknames. Enter a name for each vehicle
 - Click SELECT button under Icon. Choose an Icon to represent the vehicle(s)
 - The ignore check box can be used when data does not need to be viewed for a particular vehicle, i.e. vehicle in for repair.
 - Click SELECT under track color, select your color of choice
 - There is a Grouping option. This is used for categorizing vehicles into a group (ex. water truck - fuel truck or Northwest - Southwest)
 - Click OK when complete.
 - RASTRAC will refresh to display new settings.
 - Right click in the Locations list to modify location settings and follow steps above.
- To Modify Columns:
 - In your Last Positions button view, click on drop down arrow in “Last Update for All Vehicles” header.
 - Right click on column name
 - Click on Column Settings button
 - Choose from Available Columns to ADD –OR – from Columns to Display to REMOVE or move
- To Modify Display Settings:
 - Click on Settings button
 - Click on Display tab
 - Enter Input and Output display settings
 - SAVE Settings
- To Add/Modify Notifications:
 - Click on Settings button
 - Click on Notifications tab
 - Enter requested information.
 - Click ADD
 - Notifications that are created will be listed below.

❖ **To Run Reports**

- Click on Reports button at the top of your screen.
- From here you can run or schedule reports for a single vehicle or your entire fleet.
- See a complete listing of Reports and their description that follows and online.

Description of Report Types

After Hours Report	The After Hours Report displays all vehicle updates that occur during restricted hours outside of designated hours of operation.
Compact Report	The Compact Report displays a condensed version of the Complete Report, by combining all consecutive updates sent while the vehicle was stopped.
Complete Report	The Complete Report displays every vehicle update received during the designated time period.
Congregation Report	The Congregation Report details when multiple vehicles were stopped within a user's designated distance of one another. The Congregation Report shows when multiple vehicles are "congregating" at one destination.
Consolidated Report	The Consolidated Report displays a single line count of the total miles traveled and maximum speed during the designated time period. Total number of stops, idle instances, visits to user defined locations, or select event occurrences can also be included in the Consolidated Report.
Engine Hours	The Engine Hours Report displays a summary of vehicle engine hours. The tracking unit must indicate the vehicle's ignition status using events for this report to work.
Event Report	The Event Report displays any vehicle updates containing specific event codes indicated by the user. Some events, such as ignition status, are included in standard hardware programming. Custom programming may be required for increased capability. Specific Device Event Codes can be found at www.navcomp.com
Idle Time Report	The Idle Time Report displays a summary of all the updates sent while a vehicle idles. The tracking unit must indicate the vehicle's ignition state using event codes for this report to work.
Location Report	The Location Report displays all the stops a vehicle makes at locations defined by the user. Please see attached on creating a location.
Maintenance Report	The Maintenance Report displays the current state of a vehicle's defined maintenance intervals. Setting up Maintenance Intervals on the Web below.
Messages Report	The Messages Report displays all messages received from a vehicle. A mobile data device must be in use for this report to work.
Mileage Report	The Mileage Report displays the mileage a vehicle has traveled by state or county. Some devices can be programmed to send mileage information based on the vehicle's odometer. When this feature is not available, the Mileage Report will calculate a vehicle's mileage as a "connect-the-dots" sum of the distances between vehicle position reports.
Shift Report	The Shift Report displays all the times when the vehicle was moving.
Speed Report	The Speed Report displays instances when the vehicle exceeds the designated speed threshold.
Stop Report	The Stop Report displays all stops that a vehicle makes and the travel time and distance between those stops.
Trip Report	The Trip Report displays the total time and distance per state for every trip a vehicle makes.

❖ From RASTRAC LIVE Tracking screen

- Adding a Location from an address
 - Select the Search Tab on the left side.
 - Type in an address and click the find button

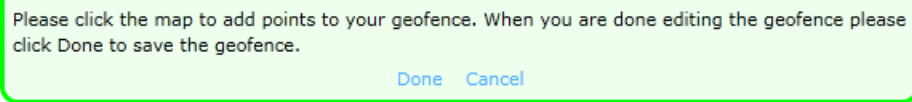


- Click on the Icon and select the “Create Location Here...”
 - Enter a name for the point.
 - Click OK
 - The web page will then be refreshed to show the newly created location.
- Adding a Location on the Map
 - Select the “Vehicles/Locations” tab on the left
 - Click on the “+” next to the Locations listing
 - You should see a warning message stating that clicking on the map will create a point.
 - Click OK.
 - Click on the map to place your new Location
 - RASTRAC will then ask you to name the Location.
 - Click OK
 - The web page will then be refreshed to show the newly created location.
 - Your location is now created. The location's settings may be edited by clicking Settings in the upper right hand of the screen. Locations will be listed in the “Vehicles & Locations” tab of your RASTRAC login as well as in the right hand column of the RASTRAC LIVE Tracking.

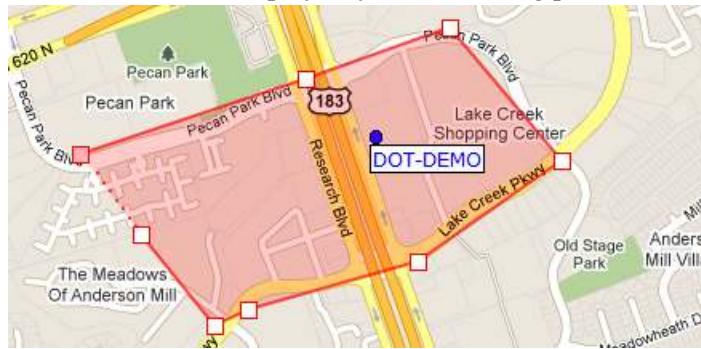
Note: The number of locations that can be created may be limited. If you have already created the maximum number of locations, you will be notified when you try to create a new location.

❖ From RASTRAC LIVETracking screen

- Choose a map Zoom that encompasses the desired Geofence area
- Select the DISPLAY Tab on the left side.
- Click on the “+” next to Display Geofences
- A dialogue box will appear with instruction:



- Use target icon to create points outlining your geofence.
- The Geofence will display as you are creating points.



- When Geofence is connected you can stretch and shrink from those points.
- Click Done in dialogue box.
- The following prompt will appear to enter a name for the Geofence. Click OK when completed.



- Click OK when completed and you will receive confirmation the Geofence was created.
- Geofences will be listed in the Display Tab under **Geofences**
- You may check the box to Display Geofences on the map if desired.
- Real-time Notifications can now be set using these Geofences.

Notes: The number of Geofences that can be created may be limited. If you have already created the maximum number of Geofences, you will be notified when you try to create a new Geofence.

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Last Position

Track History

Reports

Settings

Profile

Contact

Display

Notifications

Maintenance

Define And Schedule maintenance Intervals

Choose Vehicle 010000010018

Maintenance Intervals

Last Occurrence

Vehicle Settings

Odometer/Engine-Hours

Assign Maintenance Interval To Vehicle

Interval Name NewLength (Mileage/Engine Hours): Length (Days):

Add Delete

Interval Name	Length (Mileage/Hours)	Length (Days)	Last Mileage/Hours	Since Last (Mileage/Hours)	Last Occurrence	Since Last (Days)
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BEFORE you begin, you will need your vehicle's current Odometer reading and Engine Hours

To Create a Maintenance Interval:

1. Click the Settings button
2. Select the Maintenance tab
3. Click on NEW button to add a new maintenance interval. (e.g. Oil Change).
4. Enter the Default Interval Length (e.g. 3000 miles).
Note: In order to use engine hours, you must enter the Engine On and Engine Off events.
5. Enter the Default Length (e.g. 90 days).
6. Notification and Completed Event for the maintenance interval is set to default numbers and will auto populate when the interval is added.
7. Click the Add/Modify button. Repeat steps 3-7 to add additional maintenance intervals.
8. To delete an interval, choose from drop down and click the DELETE button. You will be asked to confirm the delete request.

To apply Maintenance Interval to Vehicles:

1. Click the Settings button
2. Select the Maintenance tab
3. Choose a vehicle from the dropdown list.
4. Select the Interval type and change the default settings if necessary.
5. Click Add button. The vehicle information and interval will appear at the bottom of the table.
6. To set the last time the maintenance was performed on the vehicle, select the Last Occurrence tab.
7. Select the maintenance type and date it was last performed and click the Set Last Occurrence button.
8. Next, click on Odometer/Engine Hours and enter your vehicle's current information. You will only have to do this at time of initial set-up.
9. To remove a vehicle set maintenance interval, select the interval and click the DELETE button. You will be asked to confirm the delete request.

Notes: If you have set the intervals to be triggered by engine hours, you must now choose vehicle settings and enter in your device specific ignition on/off event. See Knowledgebase article for device event codes. (i.e. Enfora – Ignition on 108 Ignition Off 308)

Set-up Notification Events for Maintenance Interval:

1. Click on the Settings button
2. Select the Notifications tab and follow prompts for the defined Maintenance Interval Event