



Fleet Complete

FC MOBILE

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How to use this eBook

This online format enables you to locate topics of interest by using a dynamic table of contents.

1. To access a topic, click a blue underlined hyperlink.
2. To return to the Table of Contents page, click the Grey Book icon that is located in the upper right corner of every page.

Tip!

You can also press the CTRL and F keys at the same time to perform key word searches.

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FC Mobile

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Business and Private Trips

A Business Trip is when a resource utilizes an asset during working hours. A Private Trip is when a resource uses an asset for personal use such as during a break, lunch time, and travel time to and from work.

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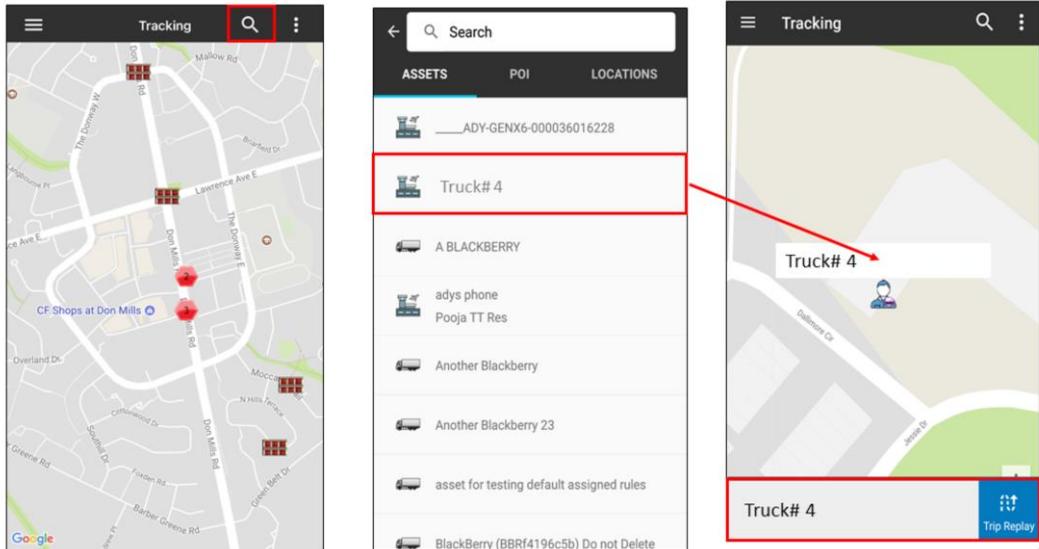
Overview:

- Read the slide.
- Let's take a look at how to change a Trip from Business to Private from the mobile application.

Selecting your Asset



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Overview:

- Business and Private Trip **settings** are visible from the Trip Replay screen.

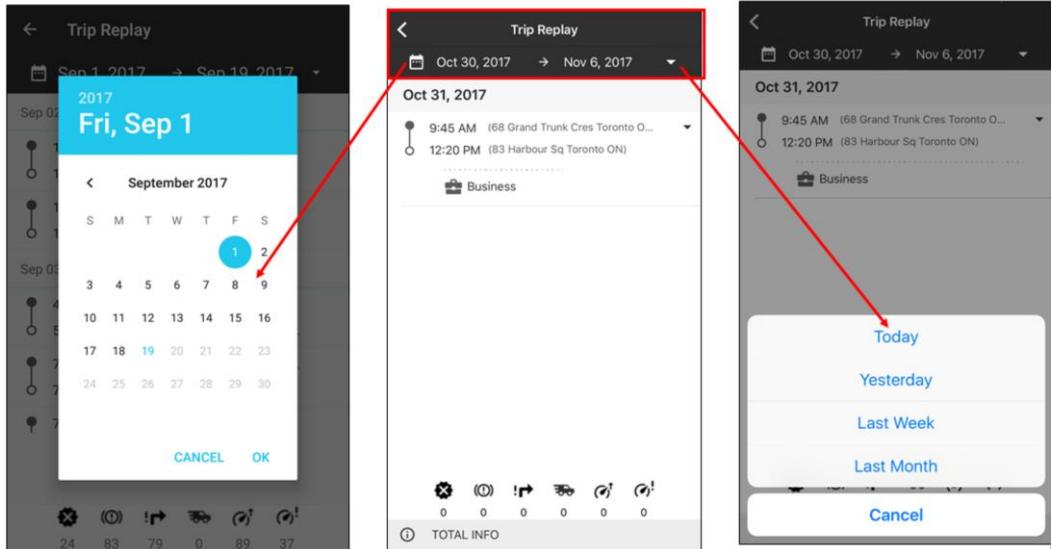
Steps:

1. Tap the **Magnify Glass** icon from the tracking screen
2. Tap the **Assets** tab below the search bar on the left
3. Select your asset by tapping **the corresponding description** from the list below
4. You will then be returned to the tracking screen
5. Tap the **asset** at the center of the map
6. Tap the **blue Trip Replay** button at the bottom right of the screen

Selecting the Dates



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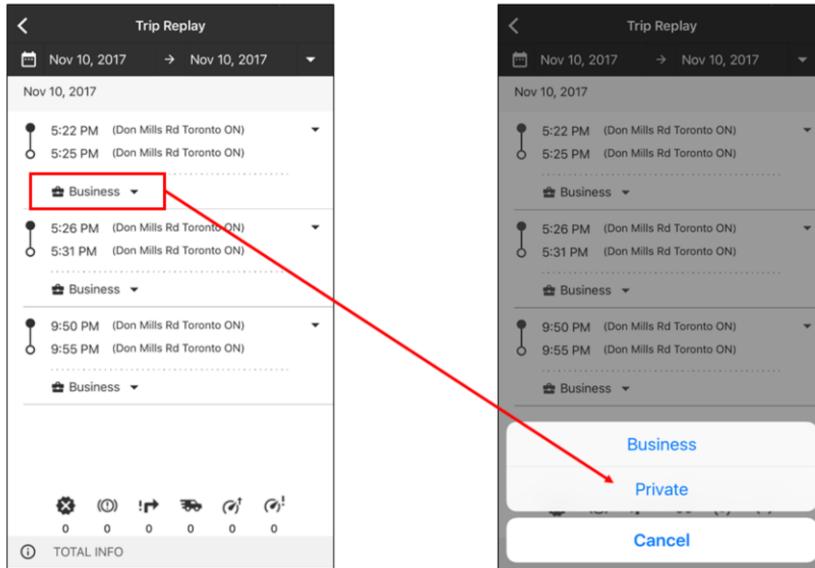
Overview:

- Once you have selected Trip Replay, the Trip Replay screen displays the trips for the current day. Just as a reminder, a **Trip** is defined as Ignition On to Ignition Off.
- You may select a start and end date from the calendar dropdown at the top of the screen, or tap the downward arrow next to the end date to pick from the following selections: today, yesterday, last week, or last month.
- The app will then populate a list of trips for the selected date range sorted chronologically by date beginning with the oldest at the top.

Steps:

1. Tap the **Start Date** and/or **End Date**
2. Select the date and tap **Ok**

Changing a Trip from Business to Private



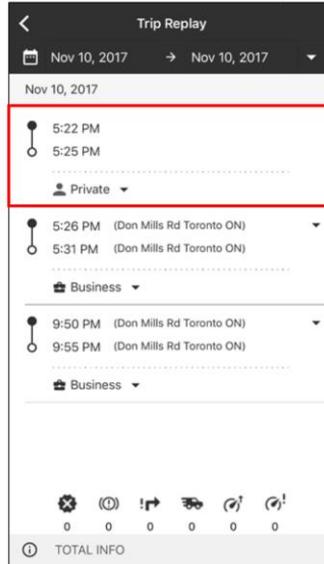
Overview:

- If a Resource forgets to change their trip to Private when they are using an Asset for personal use, an Administrator can make the changes on their behalf from the desktop or web application.
- A trip can be changed from Business to Private from the Trip Replay screen.

Steps: Changing a Trip from Business to Private

1. Tap the downward arrow next to **Business** within the trip you would like to change
2. From the list, select **Private**

Viewing a Private Trip



Overview:

- When a trip is set to Private, the location information is hidden.
- The location information **will not** be uploaded to the FC Web or Desktop applications.
- The Start and End times of the trip will be visible.
- The **Administrator** can change the trip from Business to Private or vice-versa at anytime.



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Asset Sensors

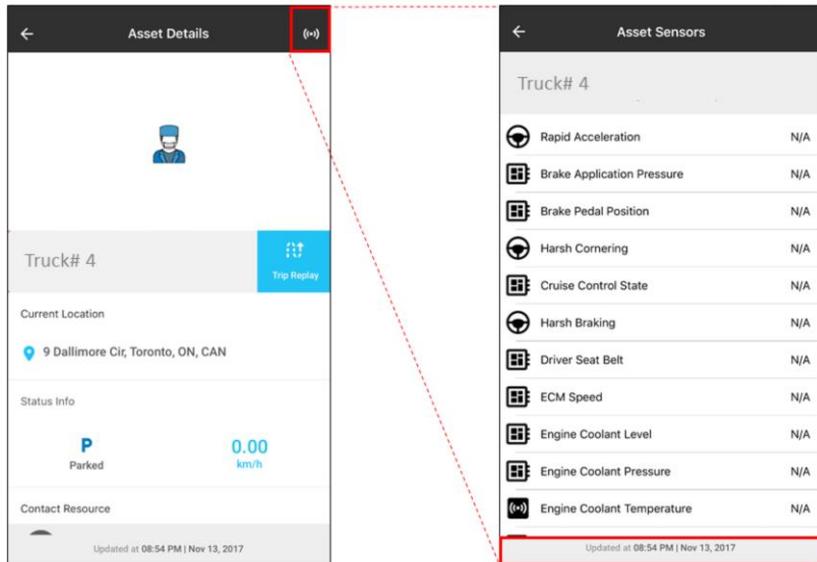
FC captures all relevant sensor readings for Assets which allows you to monitor your fleet. This information is available via Rules as well as Reports. Some examples of Asset Sensors include: Rapid Acceleration and Harsh Cornering.

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Overview:

- Read the slide.
- Let's take a look at how to view the Asset Sensors from the mobile application.

Selecting your Asset



Overview:

- The Asset Sensors screen lists all of the sensors available for the asset.
- This screen is VIEW ONLY, and changes to sensors can only be made from the FC Web or Desktop application.
- The **Updated at** section will display the date and time of when the sensors were last updated.

Steps: Viewing Asset Sensor Information

1. From the Asset Details screen, tap the **Sensor** Icon in the upper right corner



Thank You!