



Innovation in Location Technology

# ***SafetyTraks™*** ***WEB APPLICATION*** ***USER GUIDE***

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## GETTING STARTED

Welcome to TeenTraks™! This user guide explains how to use the capabilities of the web-based application. The web application is a simple and easy-to-use tool that has been preconfigured from On-Board Communications to your specifications. After installing the mobile unit, please log in and begin viewing your data.

## LOGIN

To log in to the TeenTraks™ web page, go to [www.Safetytraks.com](http://www.Safetytraks.com), type in your username and password and press “enter” or click on the Login icon.

Please Login:

UserName:	<input type="text"/>	
Password:	<input type="password"/>	

Login

### ***TIP – Microsoft Internet Explorer Users***

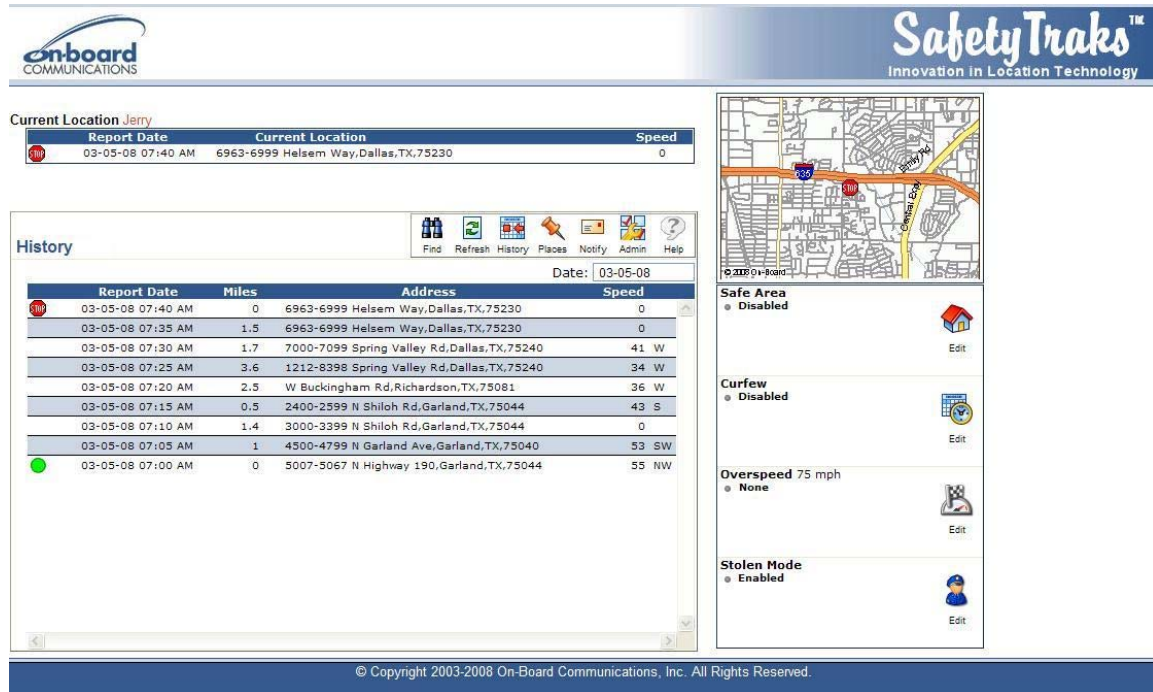
***When using Microsoft Internet Explorer, do not use the “back” button. Doing so will result in a “Warning Page Has Expired” statement. You will then need to hit the “refresh” button and then the “retry” button to return to the application. Also, depending on the configuration settings of your specific Microsoft Internet Explorer, the last command may be repeated. This could, in some instances, cause a mobile unit to be paged multiple times. Please use the appropriate icons to navigate to the information you would like to view.***

## LOG OFF

To log off of the TeenTraks™, simply close your internet browser.

## Home Page

After successfully logging in, you will be directed to a “home page” preconfigured by On-Board Communications.



**Current Location Jerry**

Report Date	Current Location	Speed
03-05-08 07:40 AM	6963-6999 Helsem Way,Dallas,TX,75230	0

**History**

Date: 03-05-08

Report Date	Miles	Address	Speed
03-05-08 07:40 AM	0	6963-6999 Helsem Way,Dallas,TX,75230	0
03-05-08 07:35 AM	1.5	6963-6999 Helsem Way,Dallas,TX,75230	0
03-05-08 07:30 AM	1.7	7000-7099 Spring Valley Rd,Dallas,TX,75240	41 W
03-05-08 07:25 AM	3.6	1212-8398 Spring Valley Rd,Dallas,TX,75240	34 W
03-05-08 07:20 AM	2.5	W Buckingham Rd,Richardson,TX,75081	36 W
03-05-08 07:15 AM	0.5	2400-2599 N Shiloh Rd,Garland,TX,75044	43 S
03-05-08 07:10 AM	1.4	3000-3399 N Shiloh Rd,Garland,TX,75044	0
03-05-08 07:05 AM	1	4500-4799 N Garland Ave,Garland,TX,75040	53 SW
03-05-08 07:00 AM	0	5007-5067 N Highway 190,Garland,TX,75044	55 NW

**Map/Configuration Area**

Safe Area  
 Disabled [Edit](#)

Curfew  
 Disabled [Edit](#)

Overspeed 75 mph  
 None [Edit](#)

Stolen Mode  
 Enabled [Edit](#)


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The home page is divided into three basic sections (Current Location, History, and Map/Configuration Area)

**Please note – in instances where the user has more than one unit - a unit drop down box will appear on the right side above the Current Location Box. This drop down box allows the user to select which unit they would like to display information about.**

## Current Location Area

Current Location **Jerry**

Report Date	Current Location	Speed
 03-05-08 07:40 AM	6963-6999 Helsem Way,Dallas,TX,75230	0

The last GPS latitude/longitude report that is sent from the unit is automatically translated to a physical address and displayed in this area. In instances where the unit is in a rural or undeveloped area and street names are not available, the location will only show a City, State and Zip Code. Also, if the user has set up any custom locations (see page 7 “Custom Locations” for more info), the physical address will be replaced by the name used for the custom location (i.e. Dave’s Home, Bill’s School, etc.)

If a configuration change is sent to the unit – the specific icon will be displayed beneath the Current Location. Examples of this would be an Overspeed change, Safe Area Change, etc.

## History Area

History

 Find
  Refresh
  History
  Places
  Notify
  Admin
  Help

Date:

	Report Date	Miles	Address	Speed
	03-05-08 07:40 AM	0	6963-6999 Helsem Way,Dallas,TX,75230	0
	03-05-08 07:35 AM	1.5	6963-6999 Helsem Way,Dallas,TX,75230	0
	03-05-08 07:30 AM	1.7	7000-7099 Spring Valley Rd,Dallas,TX,75240	41 W
	03-05-08 07:25 AM	3.6	1212-8398 Spring Valley Rd,Dallas,TX,75240	34 W
	03-05-08 07:20 AM	2.5	W Buckingham Rd,Richardson,TX,75081	36 W
	03-05-08 07:15 AM	0.5	2400-2599 N Shiloh Rd,Garland,TX,75044	43 S
	03-05-08 07:10 AM	1.4	3000-3399 N Shiloh Rd,Garland,TX,75044	0
	03-05-08 07:05 AM	1	4500-4799 N Garland Ave,Garland,TX,75040	53 SW
	03-05-08 07:00 AM	0	5007-5067 N Highway 190,Garland,TX,75044	55 NW

This area of the home page shows the history of the unit for a specific date as well as a Tool Bar along the top. The unit’s report history is divided into 5 columns going from left to right, Status Icon, Report Date, Miles, Address, and Speed with Direction.

### Date Box:

At the far right-hand side of the History area is a “Date” box – selecting a specific date will bring up the history of the unit for that date


**TIP: Users can change the date by typing in a new date or by clicking the word “Date” and bringing up a calendar.**


**TIP: You can only view the last seven days of data.**

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## Status Icon Column


This column is designed to visually show the user the status of the unit at the time the report was received.


The Start () icon indicates that the vehicle has started moving at approximately 11 Mph.

The Stop () icon indicates that the vehicle has stopped or is driving below 11 MPH for five minutes. Please note that the reported “Stop” time will always be five minutes after the actual stop.

If there is a report date, miles, address, and speed information listed and no icon, this will indicate either a scheduled 15 minute interval report or a response from a “Find” request from the user.

The Dash ( - ) icon indicates that the vehicle has returned an invalid GPS reading. This is usually caused by the GPS antenna being blocked from seeing the sky (i.e. the vehicle is parked under an awning or in parking garage).

The Outside Safe Area () icon indicates that the vehicle has left its pre-set Safe Area as configured under the Safe Area tab. There are five different safe area settings available (5, 10, 25, 50, 100 miles)

The Overspeed () icon indicates the vehicle has exceeded the preset overspeed.

## Report Date Column

This column shows the date and time that the report was sent from the unit.

## Miles Column

This column shows the number of miles the unit has traveled since the previous report.

## Address Column

All reports sent from the unit are automatically translated to a physical address and displayed in this column. When the unit is in a rural or undeveloped area and street names are not available, the location will only show a City, State and Zip Code. Also, if the user has set up any custom locations, the physical address will be replaced by the name used for the custom location (i.e. Dave’s Home or Corporate Office, etc.)

## Speed Column

This column shows the current speed and direction the unit was traveling when the report was made – please note that the information displayed in this column is a snapshot of a particular moment in time when a report was sent by the vehicle. A speed of zero could mean the vehicle is parked or it could mean the vehicle is stopped at a traffic light. Unless a stop (STOP) icon is displayed in the far right column, the vehicle is still considered to be moving even if the speed listed in this column is zero.

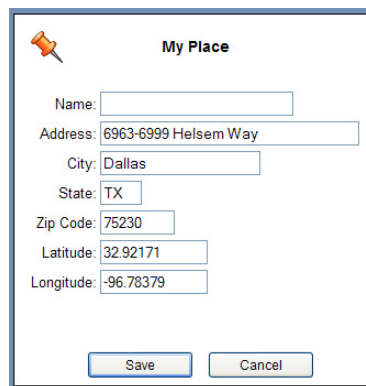
## Custom Locations

Clicking on any address shown in the History area



Report Date	Miles	Address	Speed
03-05-08 07:40 AM	0	6963-6999 Helsem Way,Dallas,TX,75230	0
03-05-08 07:35 AM	1.5	6963-6999 Helsem Way,Dallas,TX,75230	0
03-05-08 07:30 AM	1.7	7000-7099 Spring Valley Rd,Dallas,TX,75240	41 W
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03-05-08 07:10 AM	1.4	3000-3399 N Shiloh Rd,Garland,TX,75044	0
03-05-08 07:05 AM	1	4500-4799 N Garland Ave,Garland,TX,75040	53 SW
03-05-08 07:00 AM	0	5007-5067 N Highway 190,Garland,TX,75044	55 NW

will bring up the “My Place” Custom Location window.



**My Place**

Name:

Address:

City:

State:

Zip Code:

Latitude:

Longitude:

Use this window to label an address with a customized location name. After specifying a “My Place” custom location, anytime any unit is stopped within a 1/8 mile radius of this address, the address column will display the “custom location” name instead of the physical address. You may edit and delete any custom location by clicking the “Places” icon on the tool bar

**TIP: You cannot label two different addresses with the same custom location name – i.e. the word “home” can only be used once. It is recommended that you increase the customized location name to provide more detail such as “John’s Home,” etc.**

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## Tool Bar

At the top of the History area is a Tool Bar. The icons shown in this area assist the user by performing specific functions.



### Find Icon (🚰)

This icon is used to “ping” or send a request to the unit in order to obtain its current location. When you click on the icon the “Find Unit” screen appears. Click on the icon shown and the system will send a request or “ping” to the unit to obtain its current location.

### Refresh Icon (🔄)

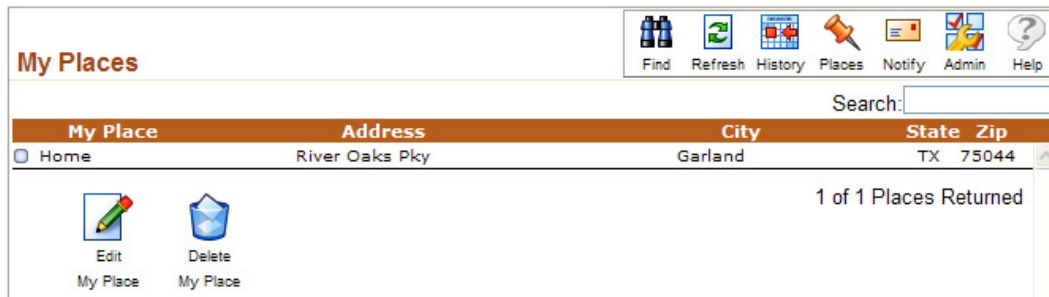
This icon causes the screen to refresh for any new data.

### History Icon (📅)

This icon returns the user to the history page.

### Places Icon (📌)

Clicking the “Places” icon will bring up the “My Places” page



This page allows the user to edit or delete any custom locations they have designated. The locations are listed in alphabetical order. The first 15 locations in alphabetical order will appear. If there are more than 15 custom locations, you may put a “\*” in the search bar at the top right and hit enter. The “\*” is a wild card and will cause the page to display all custom locations. You may now edit or delete any location by clicking the box next to the name and hitting either the Edit or the Delete tab.

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## Notification Icon (📧)

Clicking the “Notification” icon will bring up the “Notifications Settings” page



The screenshot shows the 'Notification Settings' page. At the top right, there is a navigation bar with icons for Find, Refresh, History, Places, Notify, Admin, and Help. The main content area has three sections: 'Safe Area', 'Curfew', and 'Overspeed'. Each section has a 'Notification Address:' label followed by a text input field. To the right of these fields is a 'Save Changes' button with a floppy disk icon.

This page allows the user to create e-mail notification(s) that are sent when the unit has met a defined condition such as leaving a Safe Area, Curfew Violation area or exceeding the Overspeed limit. Multiple e-mails can be generated by separating the addresses with a comma.

**Caution: While the system does have the ability to deliver an e-mail notification to a cellular phone that allows e-mail text messaging, delivering an overspeed notification to a driver via an e-mail text message is not safe. On-Board Communications strongly urges users & drivers not to use any text message features while operating a motor vehicle.**

## Administration Icon (🔑)

Clicking the “administration” icon will bring up the Administration page.



The screenshot shows the 'Administration' page. At the top right, there is a navigation bar with icons for Find, Refresh, History, Places, Notify, Admin, and Help. The main content area has a 'Unit Name:' label followed by a text input field containing '1031000363 (ct - internal)'. Below this is a 'Save Name' button with a floppy disk icon. At the bottom left, there is a 'Change Password' button with a padlock icon.

This page allows the user to change the unit name and to change the password for accessing the system. When a unit is shipped from On-Board Communications, the unit label is the serial number of the unit. The user may rename the unit to something more appropriate such as (Tim’s Van, White Honda, etc.). Once the user types the name in the “Unit Name” cell and clicks the “Save Name” icon, the new name will then be displayed throughout the web application on all appropriate pages.

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To change the user's password – click the Change Password Icon.

Old Password:

New Password:

Verify Password:



Save New Password

The user will then be asked to type in their old password, the new password and to verify the new password again in the appropriate cells. Click the “Save the new Password” icon and a password update message will be displayed at the top

**Password Updated**

URL for cell phone map:

Copying the link listed on the page into a cellular phone with internet capabilities will allow a user to access the map feature via their cell phone.

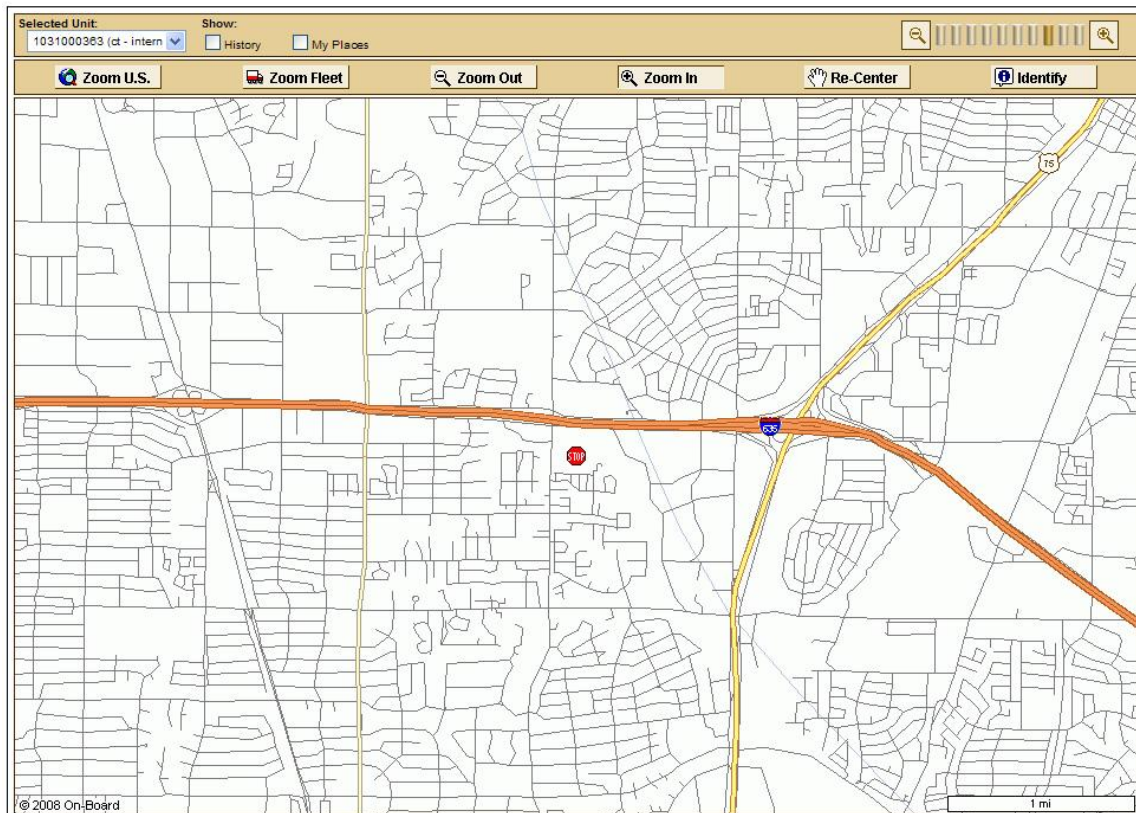
## Mapping Area

The map area will show the current location of the vehicle.



Clicking on the map box will bring enlarge the map in a pop-up box.

**TIP: Your web browser must be set to allow pop-up windows in order for the map feature to work properly.**



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## Selection Bar

At the top of the mapping screen is a selection bar that has a “Selected Unit” drop down menu, a “Show” area, and a “Zoom” bar.



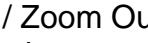
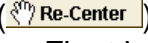
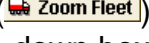

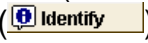


**Selected Unit** – If the user has more than one unit installed, this drop down menu will allow the user to switch History views for different units.

**Show** – There are two boxes under the “Show” area. The “History” box, when checked, shows the history of the unit selected in the “Selected Unit” drop down box. The amount of data displayed is equal to the day set in the “Date” box to the right of the two “Show” boxes. The “My Places” box, when checked, shows “PIN” icons for all custom locations that have been set up by the user.





**TIP – Custom locations will only be displayed if the zoom level is at 50 miles or less.**

## Zoom Options

There are several zoom options built into the mapping screen. The zoom bar at the far right, (  ) allows the user to zoom in or out at pre-set levels. The Zoom In (  ) / Zoom Out (  ) buttons allow the user to draw a box on the map and zoom in or out depending on the button that is selected. In the “Zoom In” mode - the smaller the box, the closer the perspective. In the “Zoom Out” mode - the smaller the box, the farther the perspective. The Re-Center button (  ) allows the user to re-center the map at a particular point. The Zoom Fleet button (  ) re-draws the map to show all units listed in the selected units drop down box. The Zoom U.S. button (  ) re-draws the map to show the entire U.S. The Identify button (  ) allows the user to get more information about a specific point on the map such as a street name when one is not listed at a particular zoom level.

## Feature Area








Below the map is the feature area - there are four features available to the user.

<b>Safe Area</b> <input type="radio"/> Disabled	 Edit
<b>Curfew</b> <input type="radio"/> Disabled	 Edit
<b>Overspeed 75 mph</b> <input type="radio"/> None	 Edit
<b>Stolen Mode</b> <input type="radio"/> Enabled	 Edit

## Safe Area

A Safe Area is an invisible square around a center point that the unit must stay within – traveling outside of this boundary will trigger a Safe Area report from the unit – this is identified by the (🚫) icon in the status column of the Current Location area and the History area. To use this feature, click on the (🏠) icon to display the Safe Area Setting page


**Safe Area Settings**

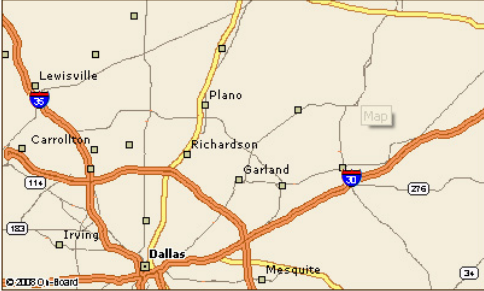








Safe Area Size:

Notification Address:

Safe Area Center:

  
 Save Changes



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To enable the Safe Area, click on the drop down menu and select the radius of the safe area you would like (5, 10, 25, 50, 100 miles)

Type in the notification e-mail address on the Notification bar (this bar will be pre-populated if the user has already defined the notifications via the notification icon)

Select a safe area center point from the drop down box.

Hit the Save Changes icon to secure your choices

**TIP: The safe area center points are pulled from the custom locations you have indicated under the “Places” icon. You cannot set a safe area until you first set up some custom locations.**

Once the unit responds that it has accepted the changes, the map displays a gray boundary box that represents the “Safe Area.”



## Curfew

Curfew is a feature that allows the user to be notified if the unit is not stopped at a particular place before a pre-determined time. Also, the unit must stay at the location for a minimum of 6 hours before being allowed to leave without registering a curfew violation. (I.e. if the curfew is set to 12:10a.m. – the unit would need to be home at 12:10a.m. and would not be allowed to leave again until 6:10a.m.)

To use the feature, click on the icon (🕒). The curfew setting page will be displayed.


Curfew Settings

🔍 Find 🔄 Refresh 📅 History 📍 Places 📧 Notify 👤 Admin ❓ Help

Curfew Location: Disabled ▾

Curfew Time: 01 ▾ : 00 ▾ PM ▾

Curfew Days: M T W T F S S

  
 Save  
Changes

Notification Address:

Last Notification: None ▾

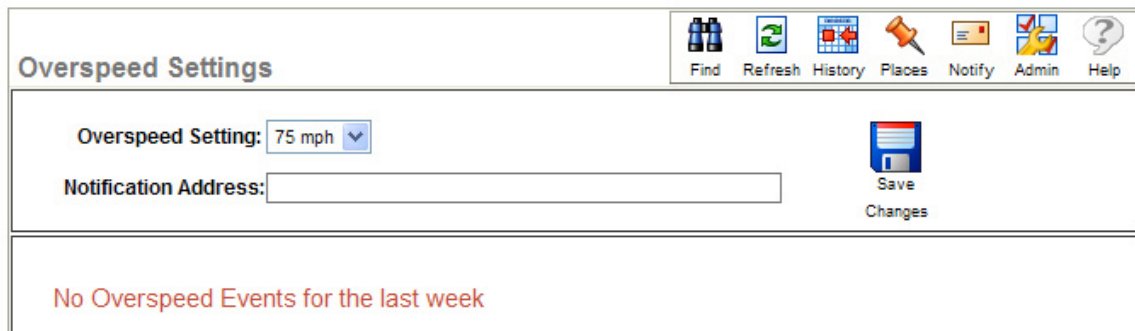
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First select a curfew location from the drop down box – these are custom locations from your “My Places” area. Next select a curfew time. The system will automatically adjust Daylight Savings time. Select the days of the week you want the curfew to be active and add in the notification e-mail address

**TIP: You cannot have different times for different days**

## Overspeed

The user can also set up an overspeed notification for when the vehicle exceeds a pre-determined speed. To use this feature, click on the (🚗)



The screenshot shows the 'Overspeed Settings' page. At the top right, there is a navigation bar with icons for Find, Refresh, History, Places, Notify, Admin, and Help. The main content area has a title 'Overspeed Settings' on the left. Below the title, there is a form with two fields: 'Overspeed Setting:' with a dropdown menu currently set to '75 mph', and 'Notification Address:' with an empty text input field. To the right of these fields is a 'Save Changes' button. Below the form, there is a message: 'No Overspeed Events for the last week'.

The Overspeed setting page will be displayed. Simply set the overspeed maximum using the drop down box (55mph, 60mph, 65mph, 70mph, 75 mph, or 80mph). Type in the notification address and click Save Changes.

**TIP: Only one overspeed notification is sent per trip. A stop must be recorded to reset the overspeed notification email.**

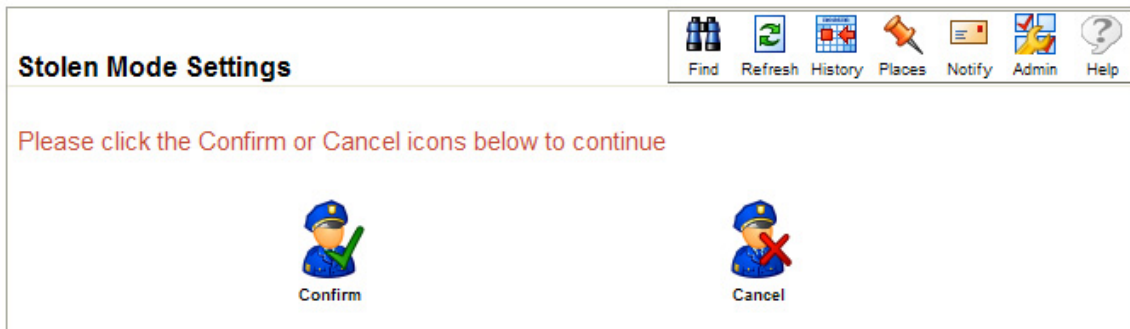
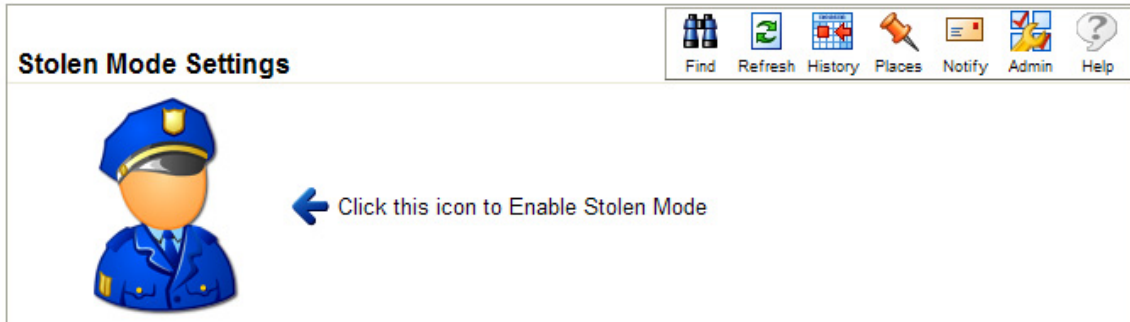
**Caution: While the system does have the ability to deliver an e-mail notification to a cellular phone that allows e-mail text messaging, delivering an overspeed notification to a driver via an e-mail text message is not safe. On-Board Communications strongly urges users & drivers not to use any text message features while operating a motor vehicle.**

## Stolen Mode

The stolen mode feature allows a user to put the unit into a 5 minute reporting mode for a two hour duration. During this time the unit will report interval positions at five minutes rather than 15. The system will automatically return the unit to a 15 minute interval after the two hours.

**TIP: This feature can only be used twice in a 30-day period**






To enable the feature, click on the stolen mode (👮) icon.










The system will then let the user know when the vehicle will return to the 15 minute reporting mode.

## ICON REFERENCE CHART








### **Status Icons**

-  Start icon indicates movement of vehicle.
-  Stop icon indicates the movement of the vehicle has stopped.
-  Dash icon indicates an invalid GPS reading.
-  Safe Area icon indicates a vehicle outside a pre-set safe area.
-  OverSpeed icon indicates the vehicle has had an overspeed violation.





### **Mapping Specific Icons**

-  Car icon indicates a specific vehicle in the fleet. Rolling the mouse over the icon will display its unit label.
-  Start icon indicates a start location for a specific vehicle in the fleet.
-  Stop icon indicates a stop location for a specific vehicle in the fleet.
-  Interval icon indicates an interval position report for a specific vehicle's route.
-  Yellow interval icon indicates an interval position report for a specific vehicle's route when the vehicle is outside of a pre-set Safe Area.
-  Custom Location icon marks the position of a custom location. Only visible if the zoom level is set to 50 miles or less.
-  Center Point icon indicates the center point of a Safe Area boundary.

### **Tool Bar Icons**

-  Find icon allows the user to “ping” or send a request to the unit in order to obtain its current location.
-  Refresh icon causes the screen to refresh for any new data.
-  History icon returns the user to the history page.
-  Places icon allows the user to edit or delete any custom locations that have been designated.
-  Notification icon allows the user to create e-mail notifications.
-  Administration icon allows the user to change the unit name and password.
-  Help icon brings up this document.

### **Feature Area Icons**

-  Safe Area icon allows the user to establish a “Safe Area” for the unit.
-  Curfew icon allows the user to establish a “Curfew” for the unit.
-  Overspeed icon allows the user to establish an overspeed limit for the unit.
-  Stolen Mode icon allows the user to place the unit into a stolen “5 minute” reporting mode.