

SKYSOFT SYSTEMS

Vehicle Tracker™ V2.0.1 – for the BlackBerry™

Vehicle Tracker User's Guide

SKYSOFT SYSTEMS INC.

Vehicle Tracker User's Guide

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1 - Getting Started

Vehicle Tracker Overview

The Vehicle Tracker solution for the BlackBerry allows users to track mileage, fuel usage, repair schedules, expenses, and other critical information for their vehicle. Expenses, including mileage, can also be tracked for either personal use or business use against different clients and projects.

Vehicle Tracker calculates key statistics such as the average fuel economy of the vehicle, and the total amount spent on fuel and expenses. Total reimbursements for business expenses and mileage are also tracked.

Vehicle Tracker provides an intuitive interface for to search, sort , filter, edit, delete, and share collected records via email. Collected data can be transferred to a spreadsheet such as Microsoft Excel for further processing or submitting expense reports.

Vehicle tracker 2.0 comes with many new enhancements such as the ability to automatically remember critical trip information and odometer readings between record entries. This version also gives the user the ability to automatically call or email important contacts, like the service shop, directly from the application.

The purpose of this User's Guide is to help you both get started quickly with Vehicle Tracker and also to provide a reference for your ongoing use of the application. If you have any additional questions or concerns with installing and using Vehicle Tracker, please contact our support team at support@skysoftsystems.com.

If you need to track multiple vehicles from a single device, need to support a team of users, or need to integrate Vehicle Tracker to an existing database please contact sales@skysoftsystems.com.

System Requirements

BlackBerry Device Requirements:

- BlackBerry Devices: 7xxx Series, 8xxx Series, Pearl, Curve, Bold,Storm

- BES/BIS/Lotus Notes Server Not Required, but is compatible.

Network Requirements:

- Vehicle Tracker leverages secure email to send and receive data from devices

Installing Vehicle Tracker on the BlackBerry

IMPORTANT NOTE: *YOU CAN NOT RUN VEHICLE TRACKER AND INFORM ON THE SAME DEVICE. IF YOU WOULD LIKE THE VEHICLE TRACKER FUNCTIONALITY AND HAVE ALREADY PURCHASED INFORM, PLEASE CONTACT SUPPORT@SKYSOFTSYSTEMS.COM TO GET A FREE COPY OF THE VEHICLE TRACKER FORMS.*

Method 1: Installing Vehicle Tracker wirelessly from your BlackBerry Device:

1. Launch your BlackBerry Browser.
2. Select 'Go To'... to specify the URL.
3. Type: <http://skysoftsystems.com/vehicletracker.jad>
4. Select OK.
5. Select the 'Download' Button.
6. Follow the prompts on the device.

Method 2: Installing Vehicle Tracker from the BlackBerry Desktop Manager

Vehicle Tracker can also be installed from the BlackBerry Desktop Manager after you have installed the Vehicle Tracker PC application:

1. Unzip the **vehicletracker.cod** and **vehicletracker.alx** files from the .zip folder **vehicletracker.zip** and place them onto a location, such as your desktop. The .zip file is contained here:

<http://skysoftsystems.com/vehicletracker.zip>

2. Launch the BlackBerry Desktop Manager, typically found in your Windows 'Start' Menu under '**BlackBerry**' → **Desktop Manager**
3. Double Click the 'Application Loader Icon':
4. Click the 'Next' button.
5. Select the port to which your device is connected.
6. Click the 'Add Button'
7. Choose the '**vehicletracker.alx**' File that you had unzipped in the first step.
8. Ensure that 'Vehicle Tracker' is selected under 'Application Name' and click 'Next'
9. The application shall install on the device.

Registering your Device(s)

To register your copy of Vehicle Tracker please do the following:

- When you first open Vehicle Tracker on your BlackBerry device it shall display to you the End User License Agreement. Once you have read and agree to the EULA, click your track wheel and select '**I agree**'. Once you have done this you shall be brought to the registration screen.
- If you choose the register button, you shall get a screen to input your unlock code. Enter the registration key (which can be purchased from <http://www.skysoftsystems.com>, and press the OK button.

Chapter

2

2 - Using Vehicle Tracker on the BlackBerry Device

Configuring Vehicle Tracker

Rename your Vehicle

The first thing you will want to do is rename the vehicle:

- a. Scroll to 'Vehicle (Rename)'.
- b. Click the Scroll Wheel or the Blackberry button (left of scroll wheel). Select 'Rename'.
- c. Rename the Vehicle.

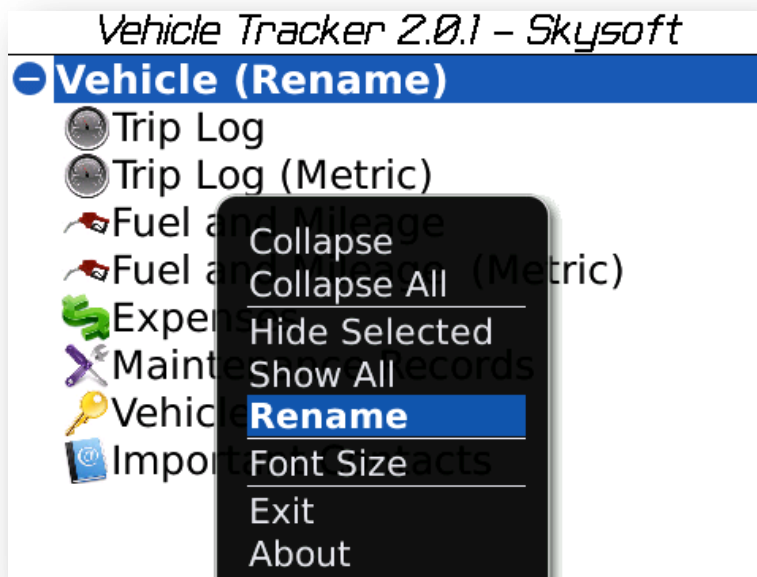


Figure 1 - Rename your Vehicle

Hide Forms that you will not use

You will probably not need to use all of the capabilities of Vehicle Tracker. Rather, you'll want to customize it to meet your needs. For example, if you are in the USA, you don't need to show the metric based forms for Vehicle Tracker so you'll want to hide them. Also, you may be using

Vehicle Tracker for business, so you can hide the forms that you don't want to use, such as 'Important Contacts'.

For example, we're going to hide the Metric version of the forms as they will not be used:

- a. Scroll to the selection 'Fuel and Mileage (Metric)'
- b. Click the scroll ball or the BlackBerry button.
- c. Select 'Hide Selected'.

The form shall now be hidden from your normal view when you use the application. To show the form later, select 'Show all'.

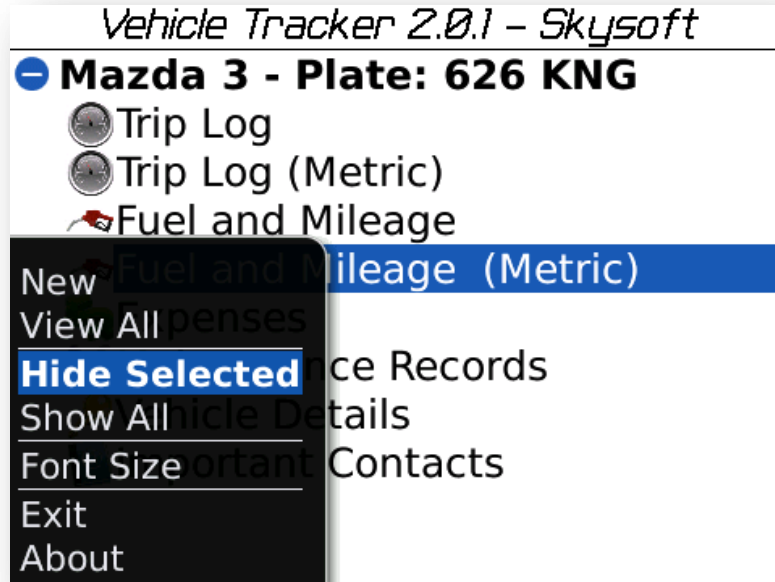


Figure 2 - Hide Unused Forms

Adjust the Font Size

The ideal font size for the application depends on individual preference and device type. It's recommended to go with a larger font with the Storm device as it will be easier for touch screen navigation.

To change the font size for the application:

- a. From the main screen of the application OR the record listing screens, click the scrollwheel or BlackBerry button.
- b. Select 'Font Size' from the menu.
- c. Click again on scroll wheel and scroll up and down to choose the appropriate font size. Click the scroll wheel once the desired font is chosen.
- d. Click 'OK'.

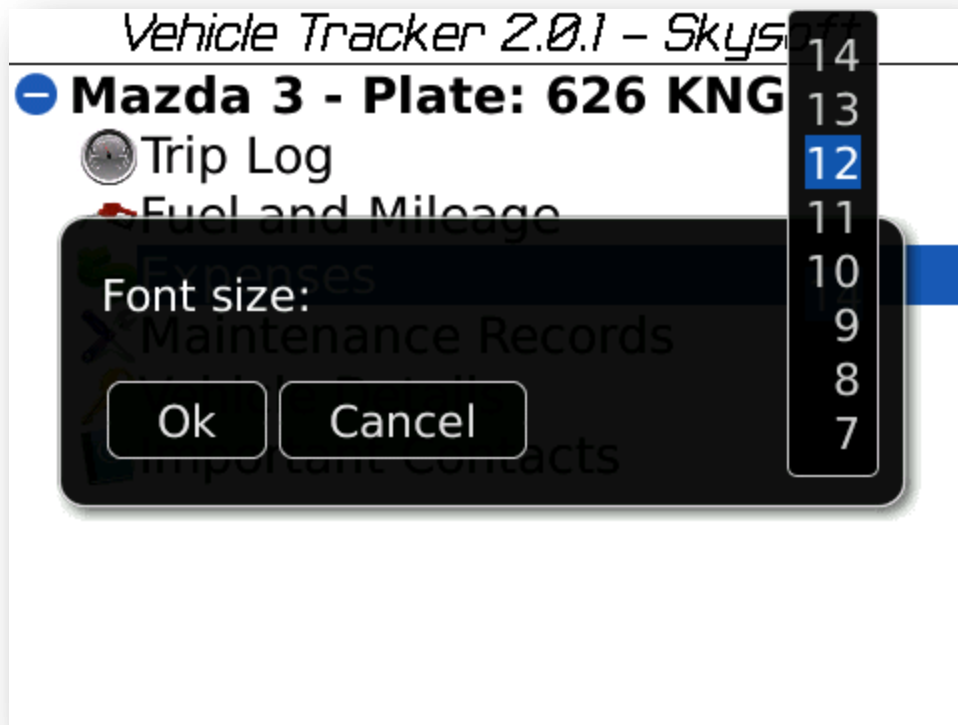


Figure 3 - Changing Font Size

Notes: Font size changes the main screen and record listing only. They do not change the font size on the actual data entry screens in this version of Vehicle Tracker. To change the size of font on the data entry screens, you can change the system font size on the device.

Overview of Screens

The application screens consist of the following:

- **Trip Log** – Allows you to log mileage spent on specific trips. This is typically used for Business mileage logging but could be used for personal use as well.
- **Fuel and Mileage** – You will use this form typically every time you fuel up your car. This can be used to track how much you are spending on fuel, as well as the fuel economy of your vehicle.
- **Expenses** – Used to record incidental expenses regarding the use of your vehicle. This can be used for business or personal use.
- **Maintenance Records** – Used to create a maintenance schedule for when your car needs specific servicing. Maintenance can be tracked and sorted by Odometer reading or date. You can search and filter out either past or future maintenance and track your total maintenance costs.
- **Vehicle Details** –Used to track key information about your vehicle, including identification numbers, Insurance policy numbers, and insurance due dates.
- **Important Contacts** – Contact information ,individual or businesses, that are related to the operation and maintenance of your vehicle. For example, repair shops and insurance companies. You can call or email your important contacts directly from the application.

How to capture records and data

This section briefly describes how to capture a record. Although we focus on the Trip Log Screen, the process is the same for the other forms in the application.

- a. Scroll to the 'Trip Log' option (form).
- b. Click the Trackball.
- c. Select 'New'.
- d. Enter the information to capture your trip information.
- e. Click 'Save and Close'. You will be taken to the Main Screen. If you were to click 'Save and New', you would be given another form to enter.

Trip Log		
Date:	04/05/2009	
Trip Name:	Quarterly Sales Meetings	
From:	Vancouver	
Start ODO:	56232.00	Miles
To:	Seattle	
End ODO:	56456.00	Miles
Distance:	224.00	Miles
Business:	<input type="checkbox"/>	

Figure 4 - Data Entry

To view all of your completed records, for Trip Log, you would do the following:

- a. Scroll to the 'Trip Log' option.
- b. Click the Trackball.

- c. Select 'View All'
- d. This shows the record entry screen where you can see and operate on all of your collected data, as discussed in the following sections.

Trip Log (4 Records)			
Date	Trip	Miles	\$
04/05/2009	Quarterly ...	224.00	71.68
04/05/2009	Quarterly ...	176.00	56.32
04/05/2009	RFP Respo...	226.00	72.32
04/05/2009	Blendz Visit	86.00	19.78
Total:			
		712.00	220.10
Average:			
		178.00	55.03

Figure 5 - Record Listing Screen

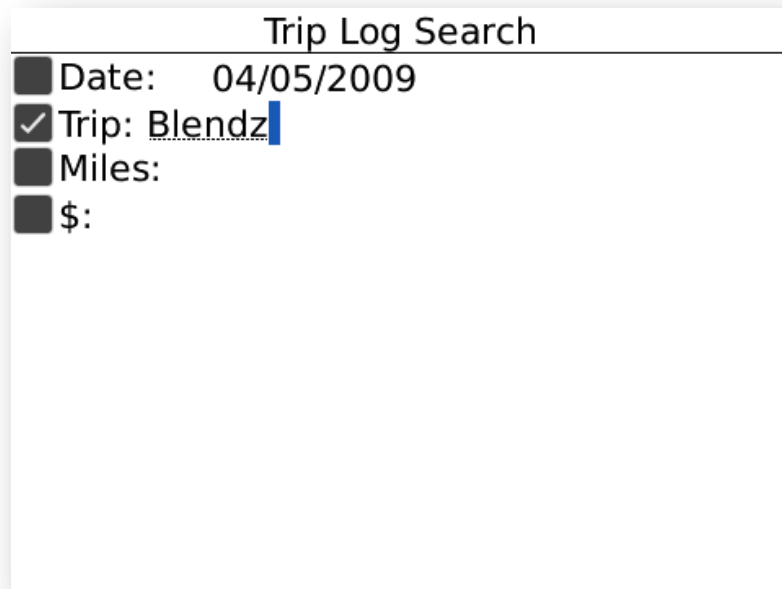
Note: You can also enter new records and edit existing ones from the Record Listing Screens.

Search, Sort, and Filter

Search

From the record listing screen you can search for a record:

- a. From the record listing screen, select 'Search' from the menu.
- b. Click on any of the checkboxes for the fields you would like to search on. In the example shown, we are searching for records only with the Trip Name of 'Blendz'.



Trip Log Search

Date: 04/05/2009

Trip: Blendz

Miles:

\$:

Figure 6 - Basic Search

- c. Click the TrackBall and select 'Search' to search the records for all Trips with 'Blendz' appearing somewhere in the search name.

Trip Log (Search Results, 1 Record)			
Date	Trip	Miles	\$
04/05/2009	Blendz Visit	86.00	19.78
Total:			
		86.00	19.78
Average:			
		86.00	19.78

Figure 7 - Basic Search Results

Notes:

- To undo the search, select the menu option (Restore All)
- You also have the ability to create advanced searches, which can search on any field within the record. You can save advanced searches as queries where they can later be restored and used.

Sort

You can sort records on the device by any of the fiends displayed:

- Click Trackball, and select 'Sort'.
- For each item, scroll to the field parameter, send select the trackball to specify the field on the first order sort, and whether you would like the sort to be ascending or descending.

Trip Log (4 Records)			
Date	Trip	Miles	\$
04/05/2009	Quarterly Sal...	224.00	71.68
04/05/2009
04/05/2009	BFP Respons...	228.00	72.32
04/05/2009
Total:		712.00	220.10
Average:		178.00	55.03

Please set sort parameters
 1. Miles = Ascending
 2. \$ = Ascending
 3. Date = Ascending

OK Cancel

Figure 8 - Record Sort

Filter

The filter capability on the device allows you to dynamically filter through your completed records

- From the main record listing screen, select 'show filter' from the menu.
- When you start typing the values into the filter, the records will be filtered down based on your settings.
- Note that when you are in the date field, you can scroll up and then click your track ball to bring up the field comparators (<, >, =):

Trip Log (2 Records)			
Date	Trip	Miles	\$
4/05/2009	Q		
05/2009	Quarterly Sales	176.00	56.32
05/2009	Quarterly Sal...	224.00	71.68
Total:			
		400.00	128.00
Average:			
		200.00	64.00

Figure 9 - Setting the Record Filter

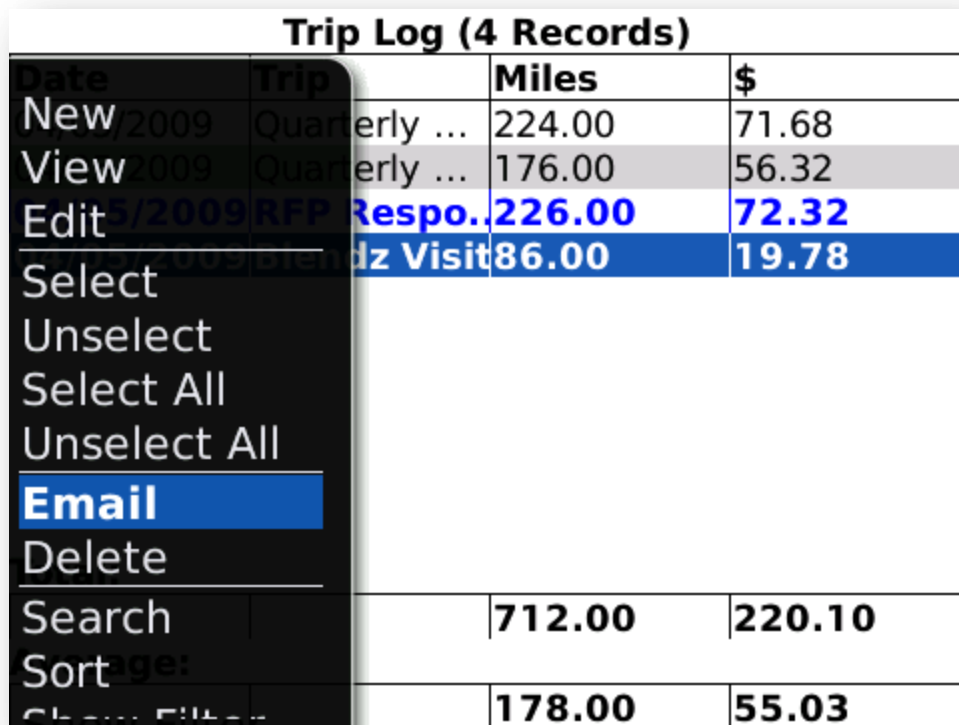
To reset and turn off the filter, select the 'Reset Filter' and 'Hide Filter' menu options from the menu screens.

How to Send Records to your PC

When you want to generate reports or export records from the application you simply select the

records you would like, and then email them to an address. Those records shall be exported as a .CSV file that can be read in Microsoft Excel or other spreadsheet tools:

- a. Go to the record Listing Screen (View All).
- b. Select either individual or all records in the listing by choosing 'Select' from the menu screen. Selected records shall be highlighted in Blue.
- c. Select the 'email' option.
- d. Specify a use once address or an address from your address book.



Trip Log (4 Records)			
Date	Trip	Miles	\$
New	2009 Quarterly ...	224.00	71.68
View	2009 Quarterly ...	176.00	56.32
Edit	5/2009 RFP Respo.	226.00	72.32
Select	dz Visit	86.00	19.78
Unselect			
Select All			
Unselect All			
Email			
Delete			
Search		712.00	220.10
Sort	Page:		
Change Filter		178.00	55.03

Figure 10 - Emailing Records