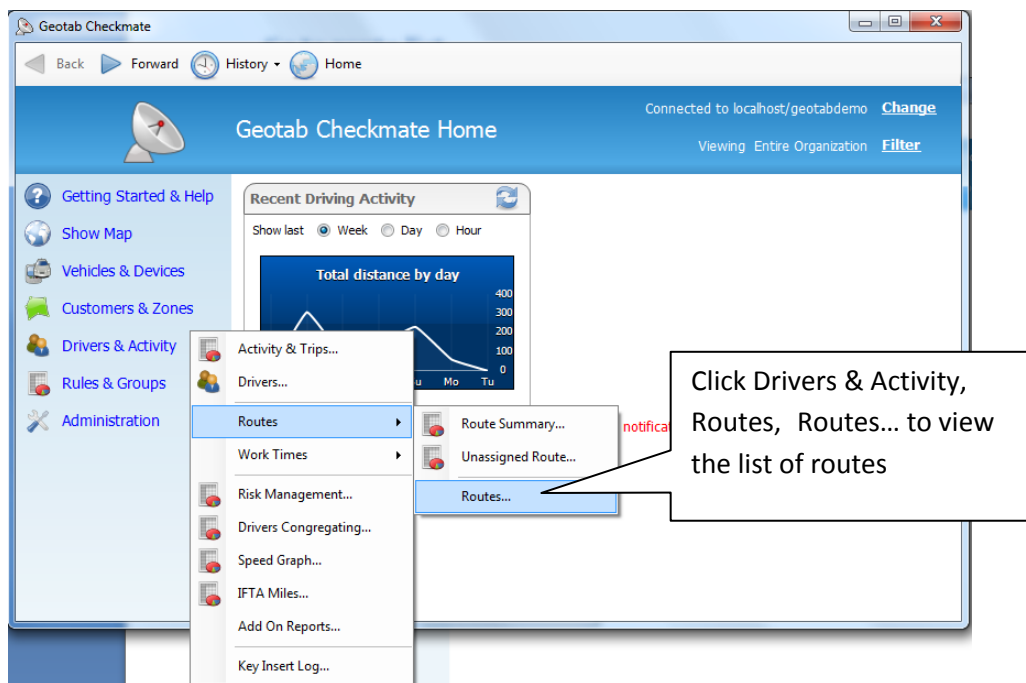
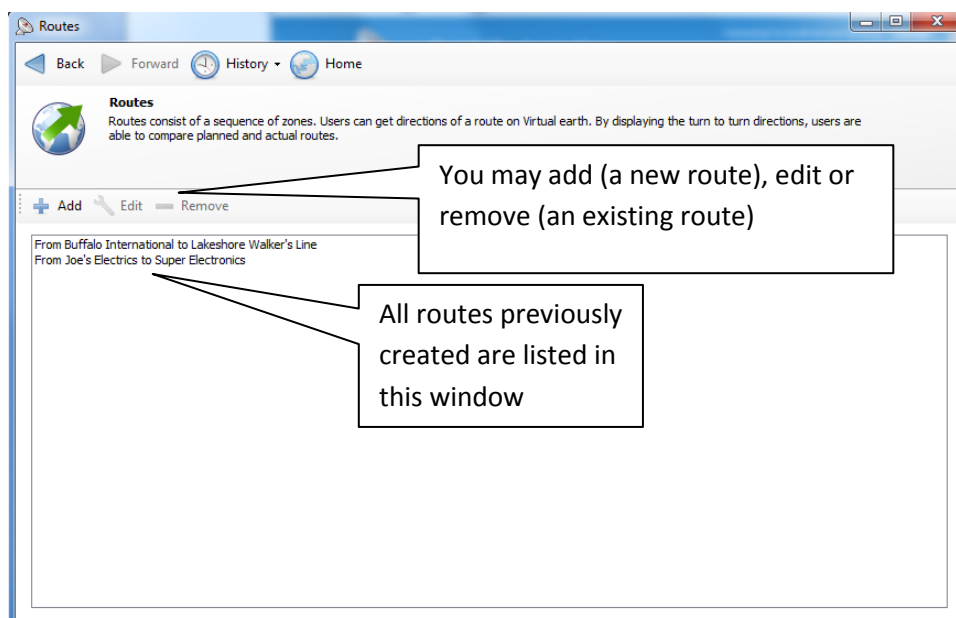


Walkthrough: Creating a Route & Route Reports

Step 1: Click on Drivers & Activity, Routes, Routes...

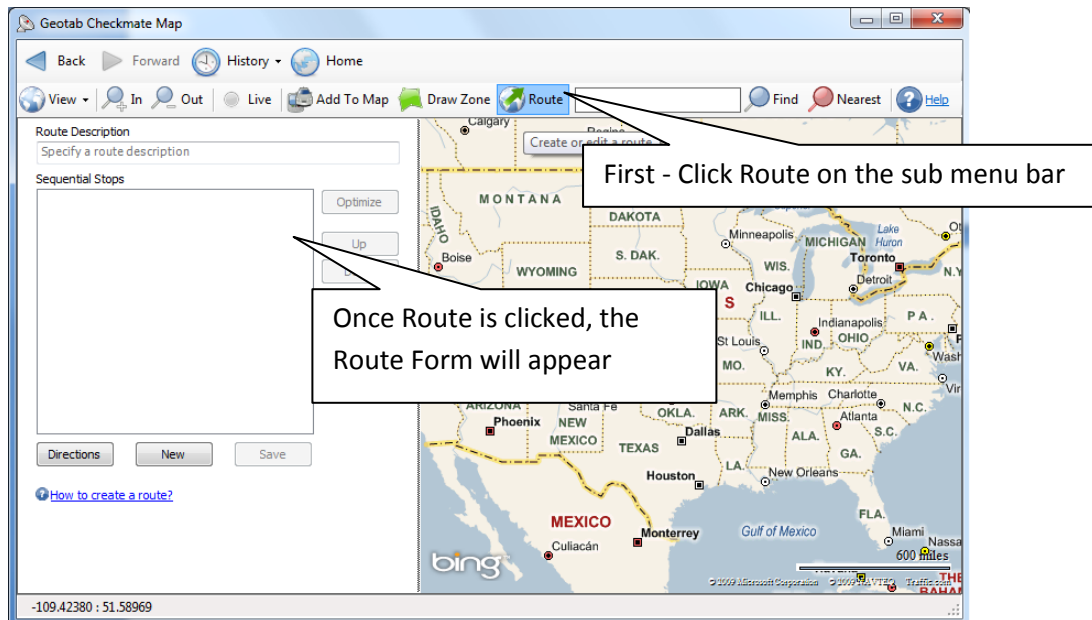


Step 2: Click Add to add a new route

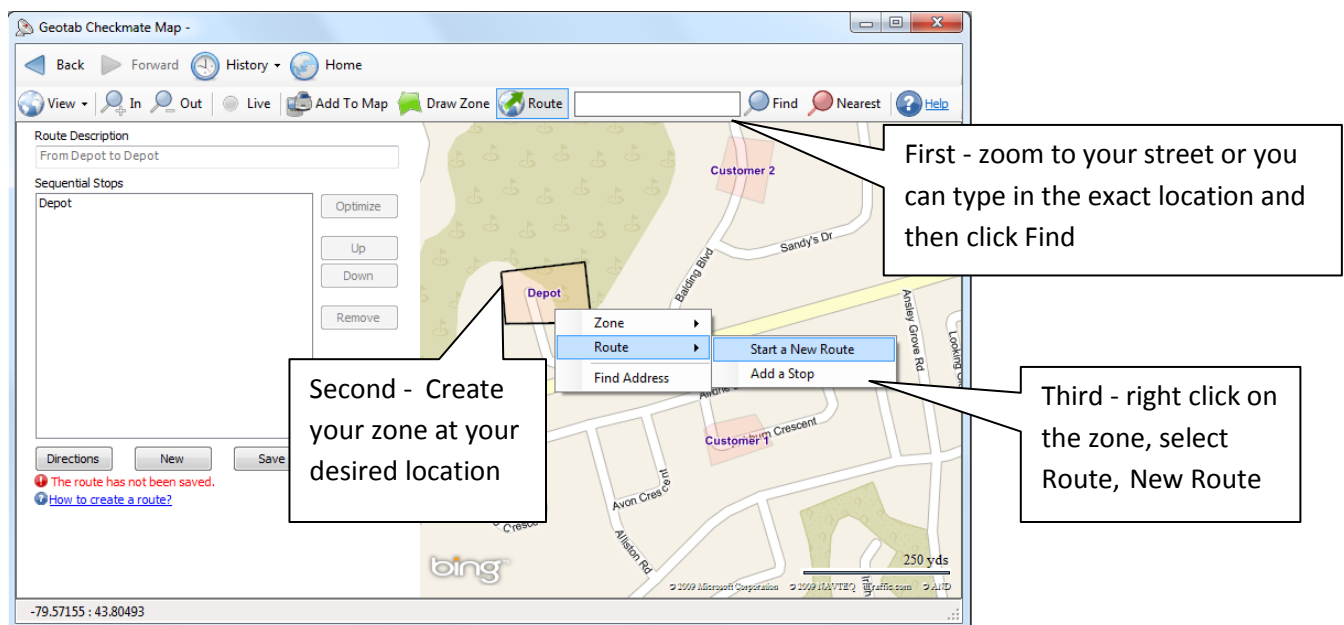


Walkthrough: Creating a Route & Route Reports

Step 2: Click Route to create your new route.



Step 3: Zoom to the area or street or type in the address of the location.



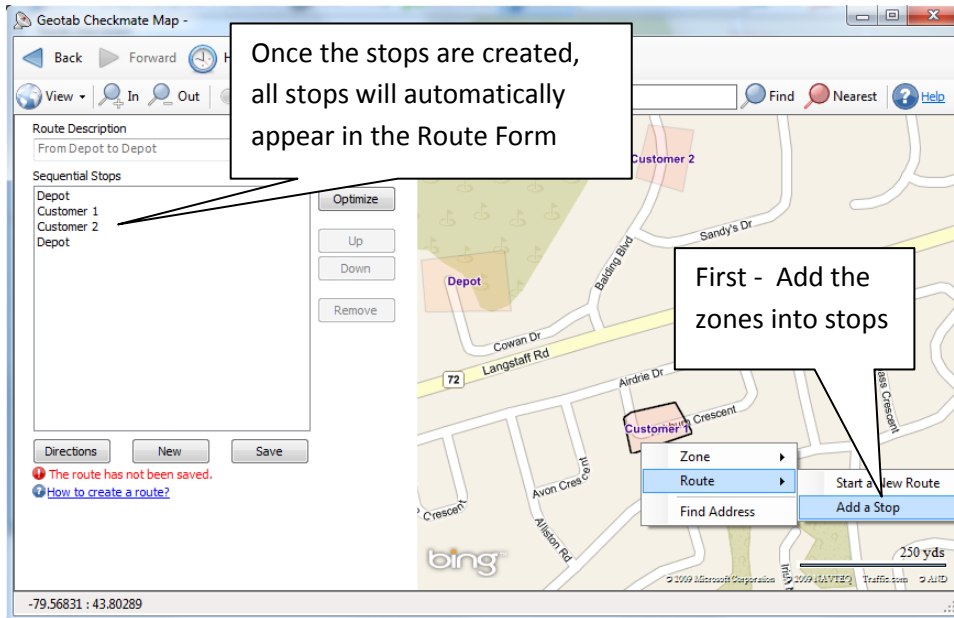
Step 4: Create a zone if it's not already created.

Step 5: Right click on the zone, click Route, Start a New Route.

Walkthrough: Creating a Route & Route Reports

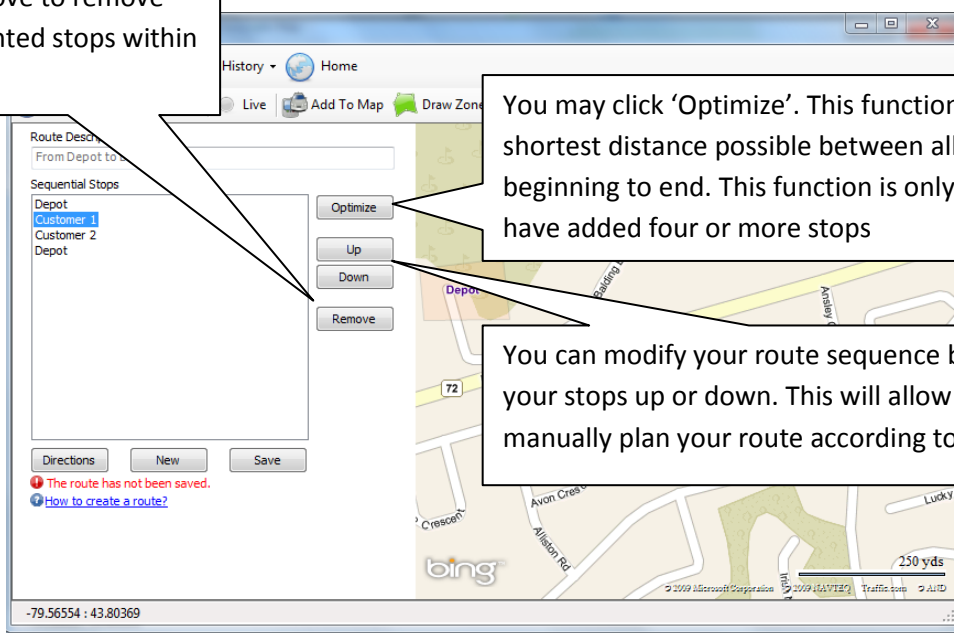
Step 6: Create and add more zones into the stops. Zoom to the area or street or type in the address of the location.

Step 7: To add your zone as a stop, right mouse click on your zone, click Route and Add a Stop.



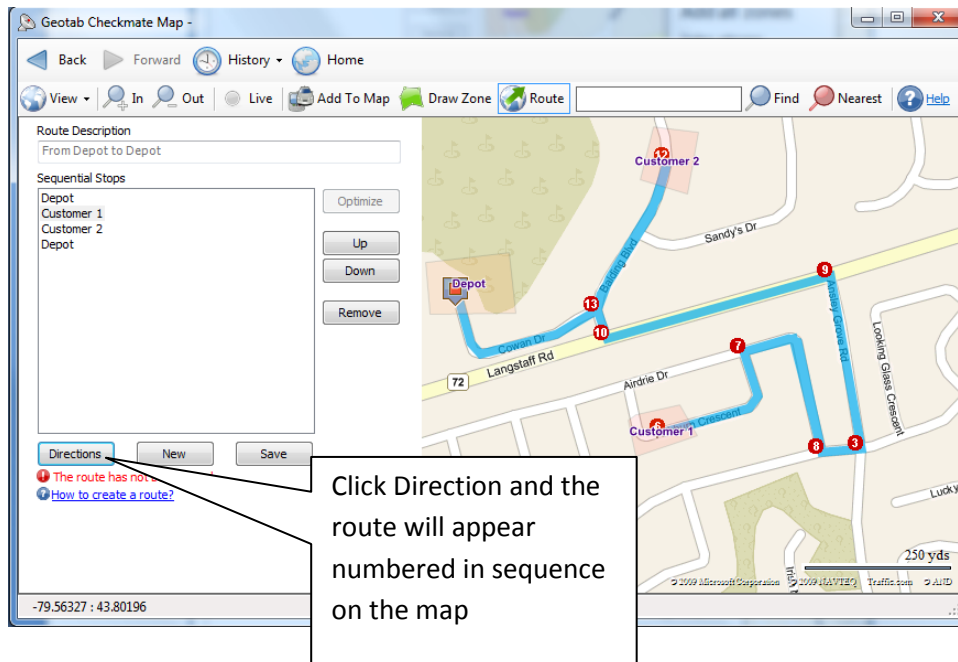
Step 8: Optimize your zone stops by clicking Optimize.

Click Remove to remove any unwanted stops within your route



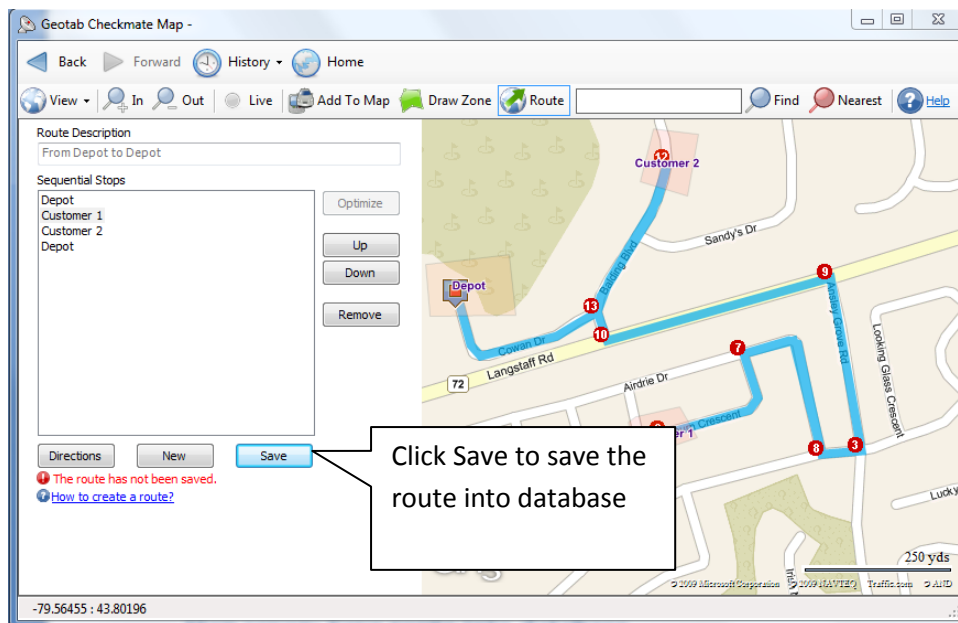
Walkthrough: Creating a Route & Route Reports

Step 9: Show the directions of your route by clicking on Directions. This option is only available using Microsoft Bing Maps.



The screenshot shows the Geotab Checkmate Map interface. On the left, the 'Route Description' is 'From Depot to Depot' and the 'Sequential Stops' list includes 'Depot', 'Customer 1', 'Customer 2', and 'Depot'. The map displays a blue route with red numbered markers (3, 7, 8, 9, 10, 13) indicating the sequence of stops. A callout box points to the 'Directions' button, stating: 'Click Direction and the route will appear numbered in sequence on the map'. Below the callout, a red error message reads: 'The route has not been saved. How to create a route?'.

Step 10: Save your route into the database

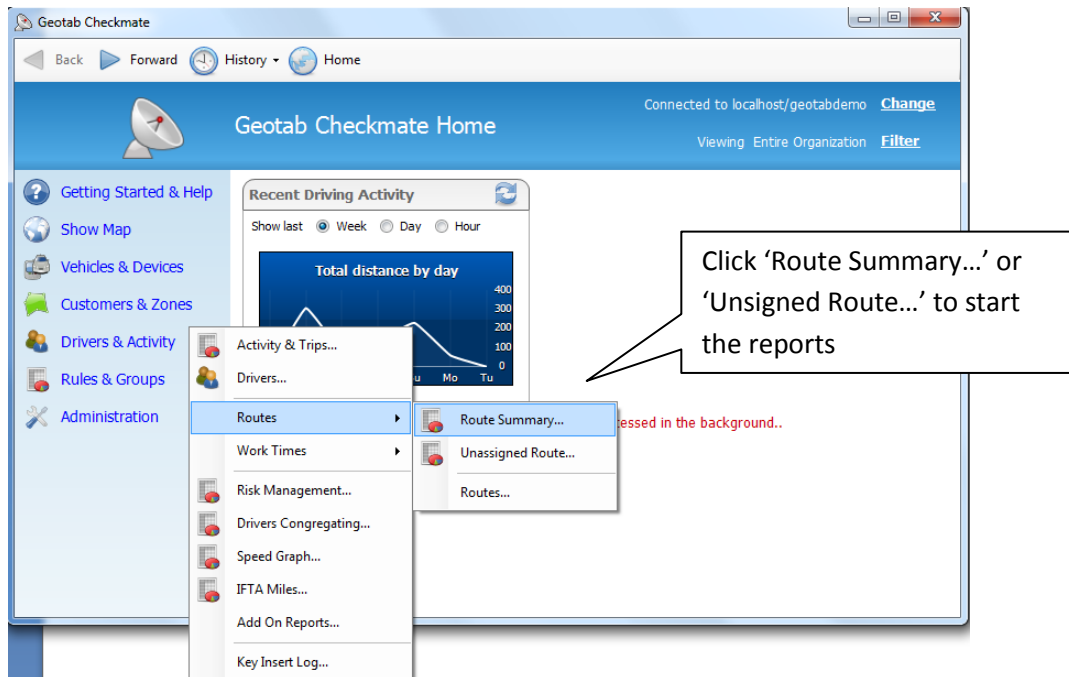


This screenshot is identical to the previous one, showing the same route and error message. A callout box now points to the 'Save' button, stating: 'Click Save to save the route into database'. The error message 'The route has not been saved. How to create a route?' remains visible below the callout.

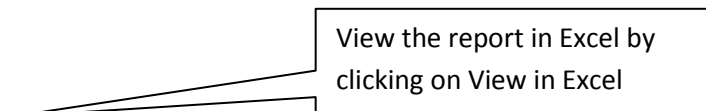
Walkthrough: Creating a Route & Route Reports

Route Summary Report

Step 1: Click Drivers & Activity, Routes and Route Summary...



Step 2: The Route Summary Report summarizes the activities of vehicles or drivers for routes created.



Walkthrough: Creating a Route & Route Reports

Route Summary Report

Back Forward History Home

Options View in Excel View in Map

Basic

Device

Type here to search for item

Select All/None

Canada

Driver Category

USA

Period: Current Month

Show Report

Device	Day	Route	Drive Time	Distance (miles)
Buffalo Shuttle				
Buffalo Shuttle	16/08/2009	From Buffalo International to Lakeshore Walker's Line	03:46:01	170
Buffalo Shuttle	17/08/2009	From Buffalo International to Lakeshore Walker's Line	03:46:00	170
Buffalo Shuttle	20/08/2009	From Buffalo International to Lakeshore Walker's Line	03:46:00	170
Buffalo Shuttle	23/08/2009	From Buffalo International to Lakeshore Walker's Line	03:46:00	170
Delivery Truck				
Delivery Truck	15/08/2009	From Joe's Electrics to Super Electronics	02:12:40	77
Delivery Truck	16/08/2009	From Joe's Electrics to Super Electronics	02:10:08	77
Delivery Truck	20/08/2009	From Joe's Electrics to Super Electronics	02:10:08	77
Delivery Truck	21/08/2009	From Joe's Electrics to Super Electronics	02:10:08	77
Delivery Truck	22/08/2009	From Joe's Electrics to Super Electronics	02:10:08	77

Refine the report by selecting specific groups and devices

Refine the report period by clicking Period and changing the date

Unassigned Route Report

Step 1: Click Drivers & Activity / Routes / Unassigned Route Report. This report summarizes the activities of vehicles or drivers that have not follow specified routes.

Unassigned Route Report

Back Forward History Home

Options Panel View in Excel View in Map

Basic Advanced

Type here to search for item

Select All/None

Canada

Driver Category

USA

Show Inactive

Period: Current Month

Show Report

Device	Group	Day	Distance (miles)	Away From Depot
Airport Taxi				
Airport Taxi	Oakville	15/08/2009	59	1d
Airport Taxi	Oakville	17/08/2009	59	1d
Airport Taxi	Oakville	18/08/2009	59	1d
Airport Taxi	Oakville	20/08/2009	59	1d
Airport Taxi	Oakville	22/08/2009	59	1d
Airport Taxi	Oakville	23/08/2009	59	1d
Airport Taxi	Oakville	24/08/2009	59	1d
Spares Truck				
Spares Truck	Burlington	14/08/2009	59	1d

Walkthrough: Creating a Route & Route Reports

Trips and Activity report run by route

Step 1: Click Driver & Activity, Activity & Trips and Route. This allows you to run the Trips and Activity report by route.

The screenshot displays the Geotab Activity And Trips interface. The 'Route' filter is selected, and the report shows detailed trip activities for two dates: August 16-09 and August 17-09. A callout box points to the 'Route' filter dropdown with the text: "You may run Trips and Activity report by routes. The detailed trip activities will be shown."

Route	Departure	Driving	Arrival	Distance	Stopped
Buffalo Shuttle: August-16-09					
From Buffalo International to Lakeshore Walker's Line	8:00 AM	1h 43m	9:43 AM	81	3m
From Buffalo International to Lakeshore Walker's Line	9:46 AM	32m	10:19 AM	11	4m
From Buffalo International to Lakeshore Walker's Line	10:23 AM	1h 30m	11:54 AM	78	20h 5m
		3h 46m		170	20h 14m
Buffalo Shuttle: August-17-09					
Buffalo International to Lakeshore Walker's Line	8:00 AM	1h 43m	9:43 AM	81	3m
Buffalo International to Lakeshore Walker's Line	9:46 AM	32m	10:19 AM	11	4m
Buffalo International to Lakeshore Walker's Line	10:23 AM	1h 30m	11:54 AM	78	2d 20h 5m
		3h 46m		170	2d 20h 14m
	9:00 AM	1h 43m	9:43 AM	81	3m
	9:46 AM	32m	10:19 AM	11	4m
	10:23 AM	1h 30m	11:54 AM	78	2d 20h 5m
		3h 46m		170	2d 20h 14m
	9:00 AM	1h 43m	9:43 AM	81	3m
	9:46 AM	32m	10:19 AM	11	4m
	10:23 AM	1h 30m	11:54 AM	78	8m
		3h 46m		170	
Delivery Truck: August-15-09					