



# **Pinpoint AVM 4.0 Management Tools and Services Tabs User Manual**

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From the *Main Web Page*, you can navigate to the “Manage” tab; here we can manage to Tools, Services, Global Settings, Department, Contacts, Users, Vehicles, Drivers, Locations and Specialties. This manual concentrates on the Tool> Fuel / Services.

## 1 MANAGE TAB > TOOLS

Under the tools tab, you can collect data about the fuel consumption of the vehicles in your fleet.

### 1.1 Fuel Consumption

This feature enables you to record the cost of fuel purchases. When data is entered, you can view the total fuel consumed and the average fuel consumption per 100 km. You can also run reports displaying historical data about fuel and service costs.

Fuel Consumption for vehicles				
Previous Fuel Purchase History				
Date/time	Total Fuel(litres)	Total cost	Odometer	
4/09/2016 2:30 PM	52.00	62.36	125797.0	
28/08/2016 7:53 PM	54.37	65.19	125059.8	
23/08/2016 7:53 AM	29.57	33.97	124456.0	
17/08/2016 7:54 PM	48.61	58.86	124162.0	
16/08/2016 5:16 PM	57.84	70.51	123676.6	

Fuel consumption since 16/09/2015		Average fuel consumption per 100 km	
Fuel total(litres)	1539.97	Average fuel(litres)	6.94
Fuel cost total	2042.63	Average cost	9.28
Distance total(km)	21378.70	Average cost(CPL)	132.60

How to enter fuel data:

1. Click 'New'
2. Complete the displayed form:

**Fuel Purchase** ✕

Total Fuel(litres)\*

Total cost\*

Date/time\*  📅 ⌚

- a. Enter quantity and cost of fuel purchase.
- b. Enter the date and time of fuel purchase.
- c. Save the record

**Important notes: The fuel record must be entered +/- 30minutes of ignition on or off. To ensure the fuel record is inserted against the appropriate odometer reading. Fuel records that cannot find an ignition on/off signal will not be recorded in the database.**

## 1.2 Import Fuel Data

Use the import function if you have a CSV file that contains the fields corresponding to the ones on the screen. Use the Browse button to find the file, errors in the data (fields do not have expected data or in the expected format) prevent you from being able to import the data until the error is corrected:

Errors	Registration	Date	Volume	Cost	Address
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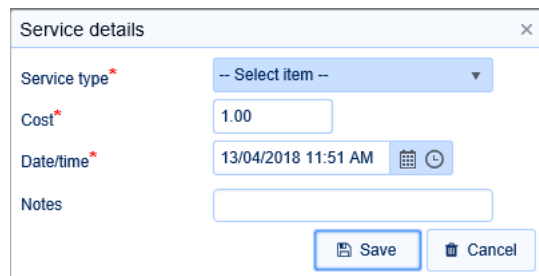
- Registration
- Date
- Volume
- Cost
- Address

## 2 MANAGE TAB > SERVICES

The services tab allows you to record services completed on the vehicles with details including type, cost and date and can be set up to send alerts about when services are due to be carried out.

### 2.1 Details

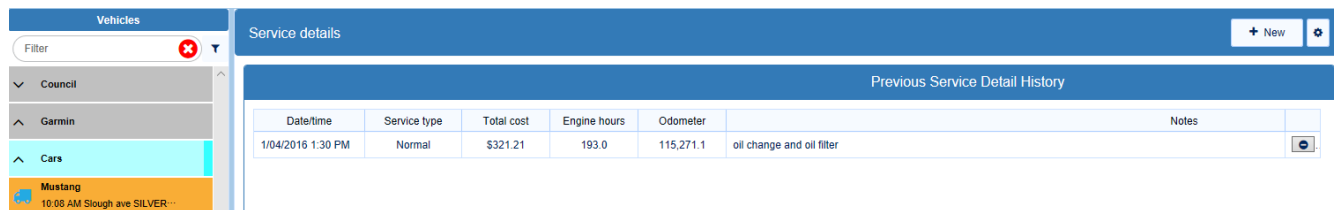
Update the vehicle service history by completing the popup window that appears once you click “New”.



A screenshot of a 'Service details' popup window. It contains the following fields: 'Service type\*' with a dropdown menu showing '-- Select item --'; 'Cost\*' with a text input field containing '1.00'; 'Date/time\*' with a date and time picker showing '13/04/2018 11:51 AM'; and 'Notes' with a text area. At the bottom right, there are 'Save' and 'Cancel' buttons.

- Select the service type, Major, Normal, Minor, Unscheduled.
- Enter the cost of the service.
- Enter the time and date the service was completed.
- Make any relevant notes in this field.
- Click “Save”

Once you have saved the service details, they appear on the service history page.



A screenshot of the 'Service details' page. The left sidebar shows a 'Vehicles' menu with 'Council', 'Garmin', 'Cars', and 'Mustang' (10.06 AM Slough ave SILVER) options. The main area shows a table titled 'Previous Service Detail History' with the following data:

Date/time	Service type	Total cost	Engine hours	Odometer	Notes
1/04/2016 1:30 PM	Normal	\$321.21	193.0	115,271.1	oil change and oil filter

## 2.2 Schedules

From here you can setup servicing schedules and organise for an alert to be sent before the next service is due.

1. Select the type of service: Major, Normal or Minor.
2. Select the Date and time of the last service.
3. Enter the start Odometer or Engine hours.
4. Enter the interval of the service in Days, kms or hours.
5. Choose when you want the alert to be sent based on Days, kms or hours.
6. Select who the alert will be sent to.
7. Add any notes about the service
8. Once you have completed the information click "Save".

**NB: An Integer (numbers or zero) must be entered into all fields.**