FV0010

OPTAC Fleet Viewer v5
View Data – Card Download

Description: How to view digital driver information

Product: OPTAC Fleet Viewer v5

REQUIREMENTS:

- ✓ OPTAC Fleet Viewer v5 installed on a computer that meets the System Requirements
- ✓ OPTAC software license key connected to computer
- ✓ Card file (driver data) imported into OPTAC Fleet Viewer

PURPOSE:

This guide demonstrates how to view digital information relating to downloaded driver card data.

EXPLANATION:

1. Double click on the OPTAC Fleet Viewer icon on your desktop to open the software.

Figure 1

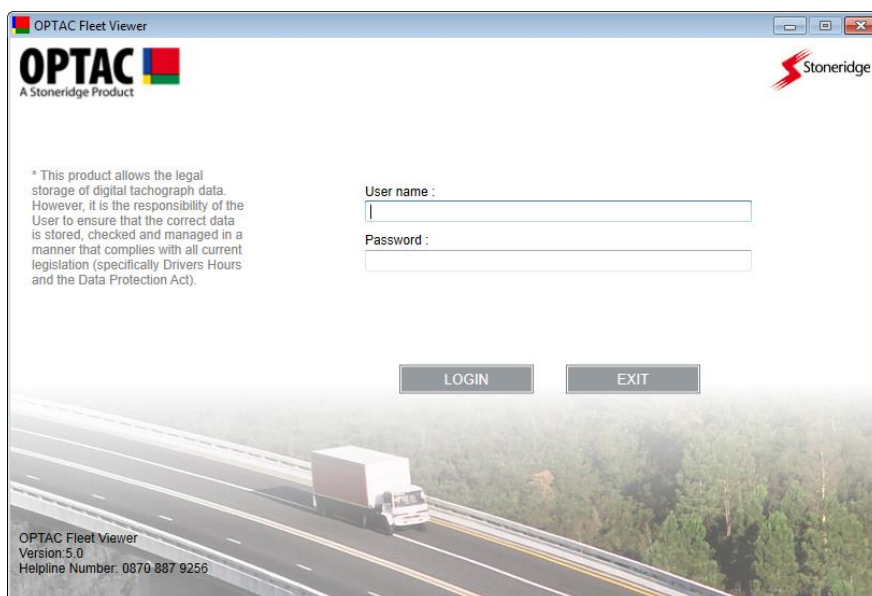**2.** Log into the software by entering your Username and Password and clicking 'Login'.

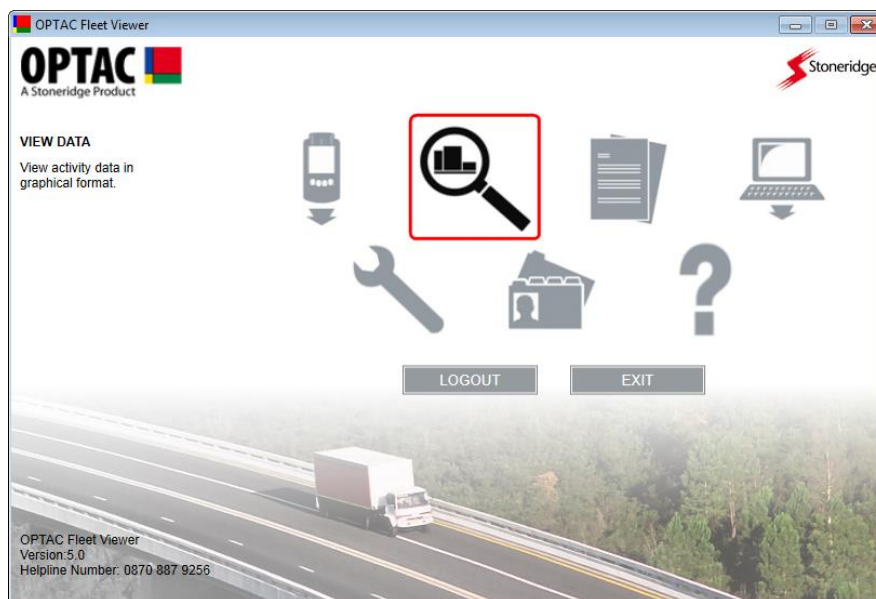*Figure 2*

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3. Click on the 'View Data' icon.

Figure 3

4. Select the 'Downloaded card data' option and click 'Next'.

Note: This option displays the driver's information based on the card download only

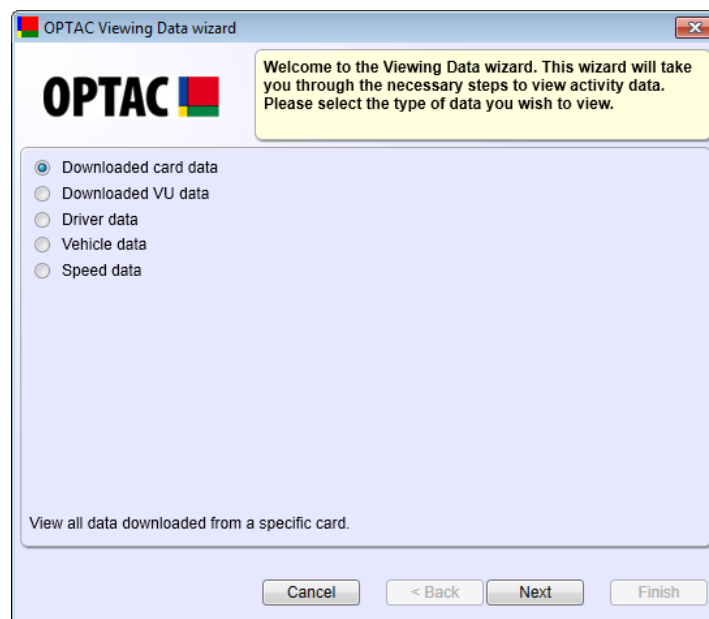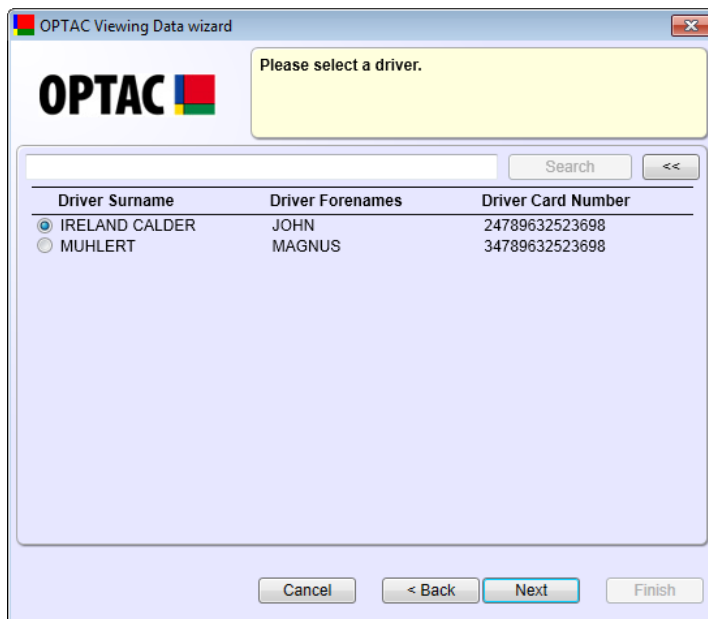*Figure 4*

5. Select the driver that you would like to review and click 'Next'.
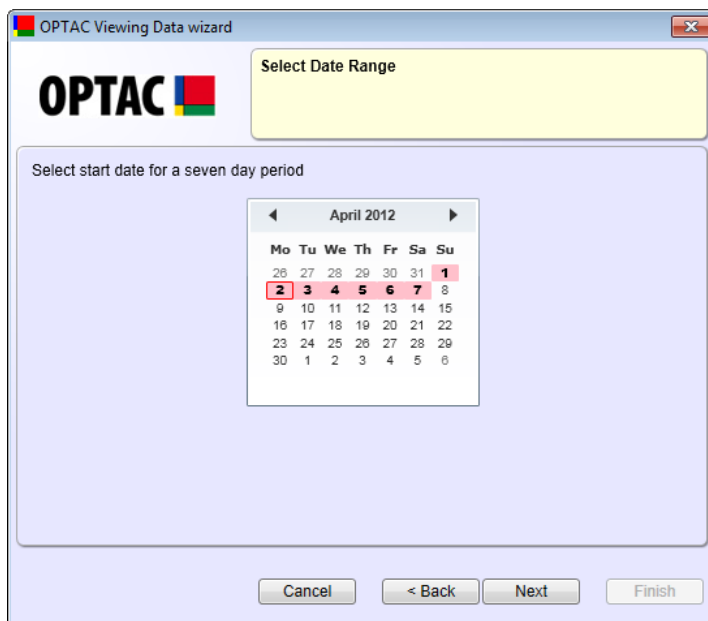
Figure 5

6. Select the start date for the seven day period you would like to review and click 'Next'

Note: Dates containing data are highlighted RED and are BOLD. To change the Month click the arrows either side of the Month/Year text.

Figure 6

Stoneridge Electronics Ltd
Customer Support: +44 (0)1382 866302
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7. The selected 7 day period will be displayed.

Figure 7

7.1. Clicking on the image for one of the shown days will zoom in to that specific record.

Figure 8

7.2. When zoomed in to an individual day, hovering the mouse over an activity will highlight it and show a box displaying details about the activity.
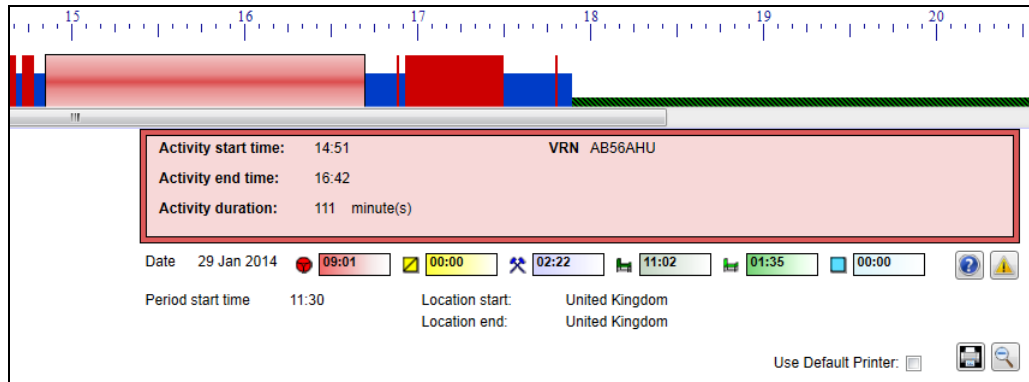

Figure 9

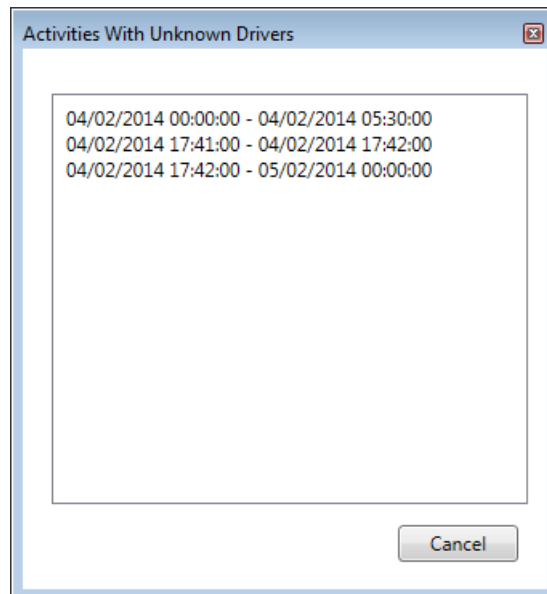**7.3.** Clicking the icon will show a list of Manual Entries recorded on the card.

Figure 10

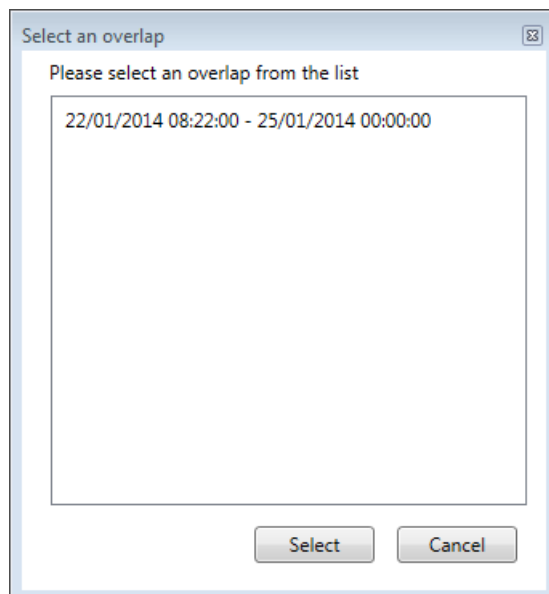**7.4.** Clicking the ⚠ icon will show a list of digital overlaps.

Figure 11

7.5. Clicking on the zoom in button at the top right of the window will zoom in on all records.

Figure 12

7.6. Clicking on the zoom out button at the top right of the window will zoom out and show all 7 days at once.

Figure 13

8. Each activity mode is shown displayed in a specific colour. Both the symbol colours and colours on the bar graphs relate to one another. (i.e. the red drive symbol implies that the red activities on the bar graph are drive activities). Below is a key for all activities.

Note: Ferry will be shown on the bar graph as a pink line

Drive

Periods of Availability (P.O.A.)

Other Work

Rest

Break

Out of Scope

9. When zoomed in to an individual day, if the driver has exceeded 4 and a half hours without taking sufficient breaks then a '>4.5!' message is displayed.

    9.1. Also, additional drive after 4 and a half hours has a black band at the top to indicate when the driver is driving out with regulations.
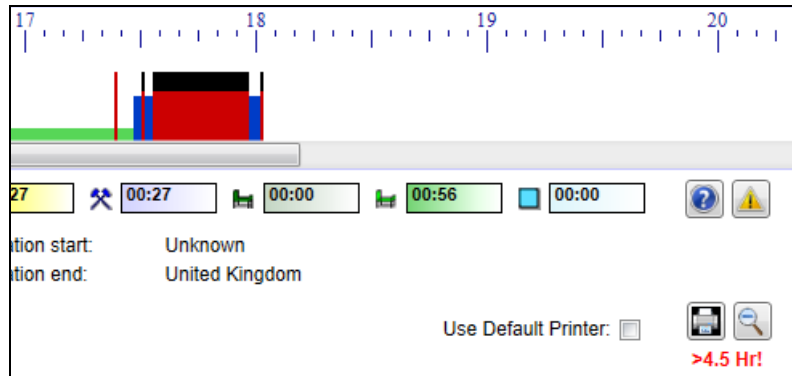

Figure 14

    9.2. Hovering the mouse over the drive with the black band shows a box displaying details about the activity and a '4.5 Hour Drive Warning' message.
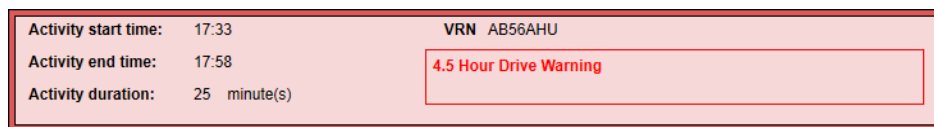

Figure 15

    9.3. Hovering the mouse over the black band shows a box displaying details about the '4.5 Hour Drive Warning' period.
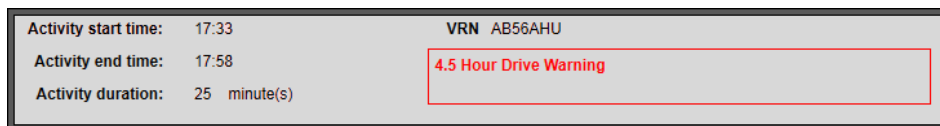

Figure 16

10. Any Manual Entry records stored on the driver card will show containing diagonal lines.
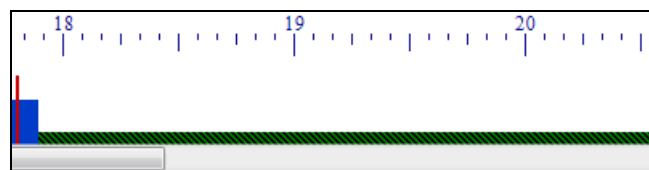

Figure 17