

Checkmate 5.3.1

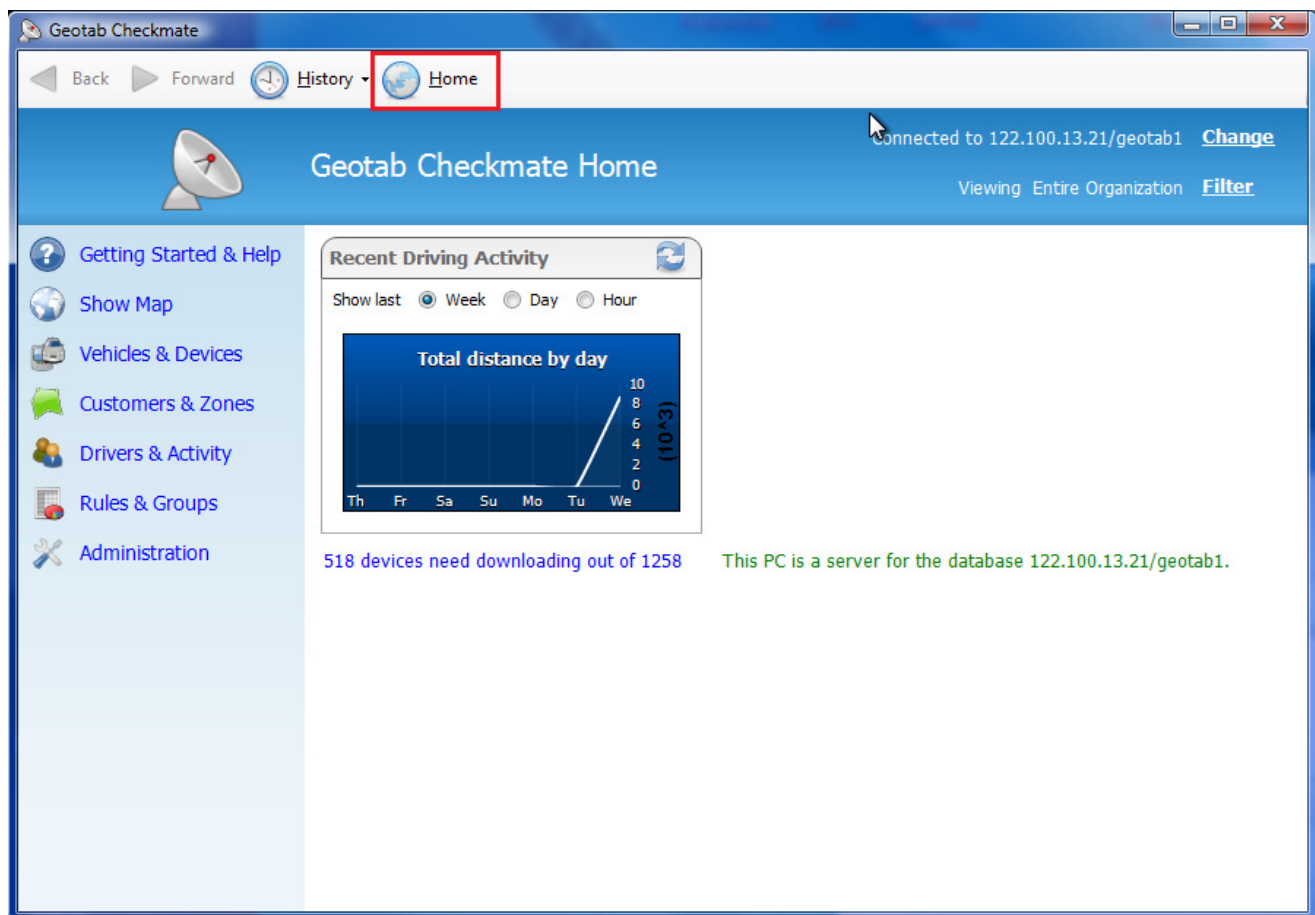
Your Checkmate application will look a little different but will have the same functionality as the previous version.

Below is a quick start guide showing you how to perform the following tasks on the new version of Checkmate:

- Checking Status of Vehicles/IVMS Units
- Tracking
- Reporting
- Exception and Risk Management
- Driver Key Administration

As you can see below the Home screen has taken on a new look, all functions can now be found in the menus on the left.

The new version operates similarly to a web browser with 'back' and 'forward' buttons. At any time you can select the Home button to return to the Home Screen (see below).



Geotab Checkmate

Back Forward History Home

Geotab Checkmate Home

Connected to 122.100.13.21/geotab1 [Change](#)

Viewing Entire Organization [Filter](#)

Getting Started & Help

Show Map

Vehicles & Devices

Customers & Zones

Drivers & Activity

Rules & Groups

Administration

Recent Driving Activity

Show last Week Day Hour

Total distance by day

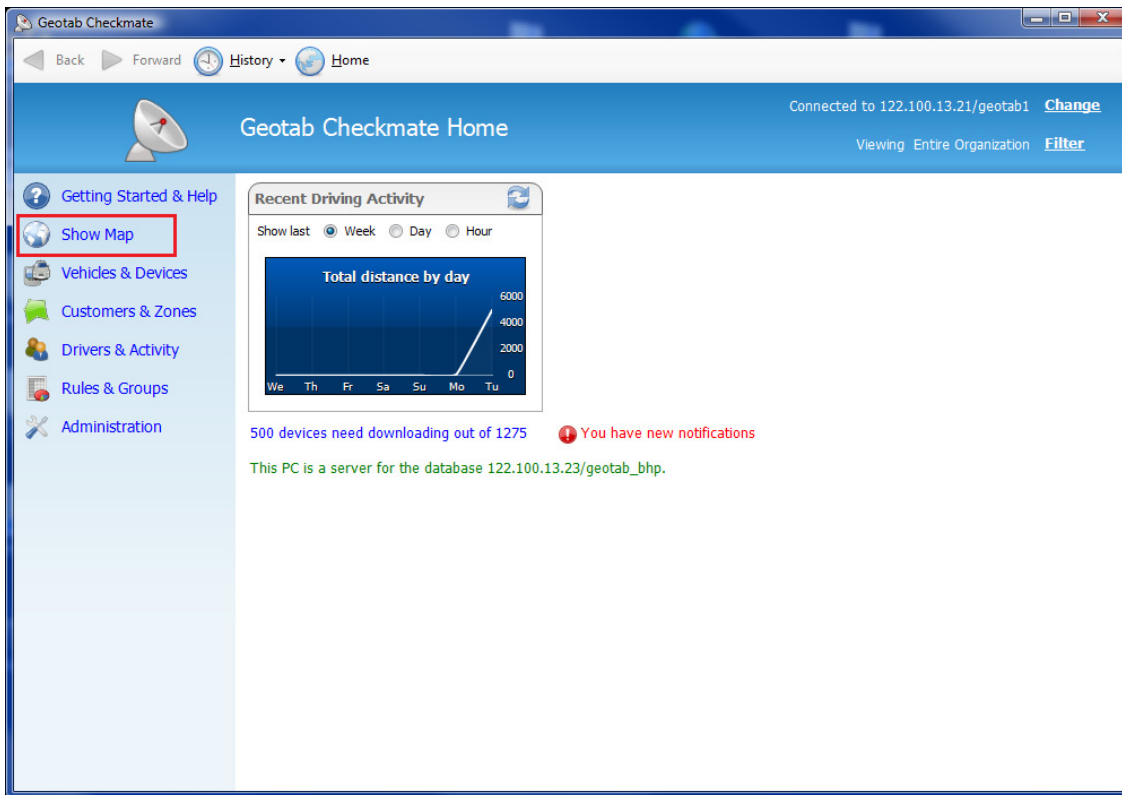
Day	Total distance (10 ³)
Th	0
Fr	0
Sa	0
Su	0
Mo	0
Tu	0
We	10

518 devices need downloading out of 1258

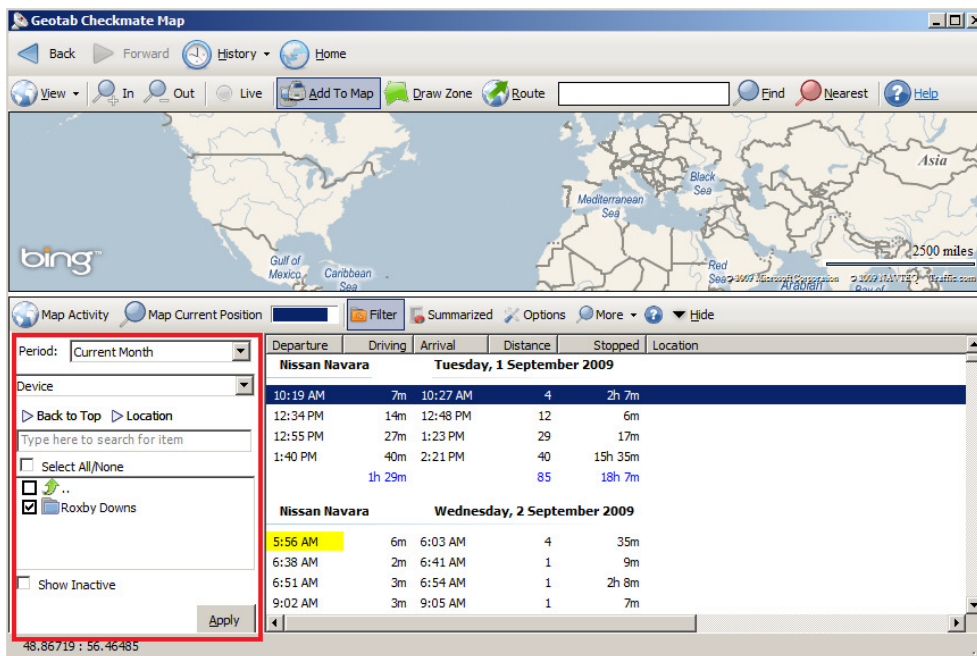
This PC is a server for the database 122.100.13.21/geotab1.

Tracking

To get the tracking screen select **Show Map**

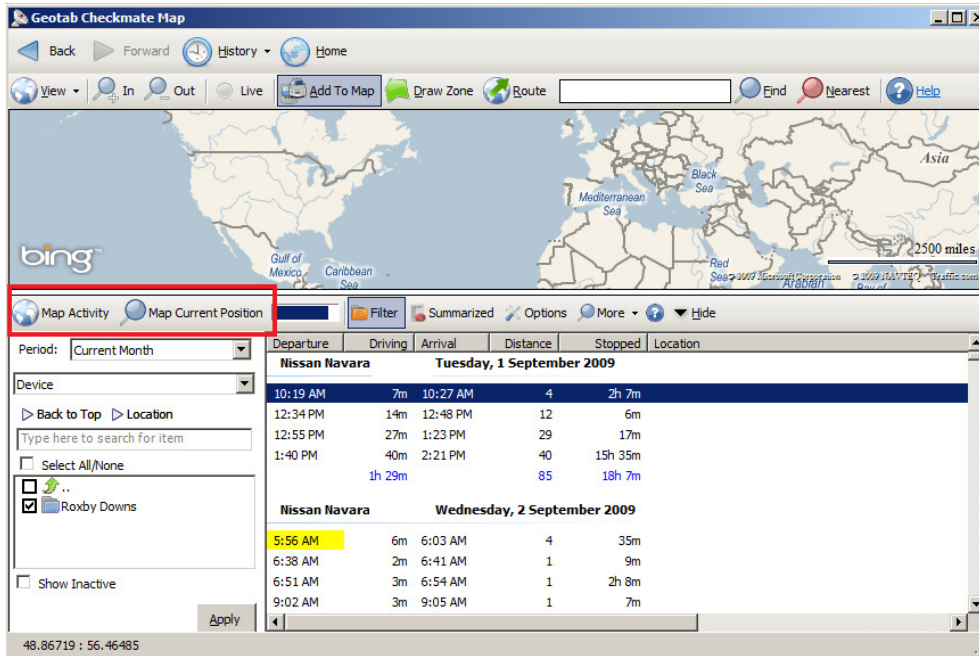


The Tracking screen now appears differently to the previous version, navigate to your vehicle/vehicles on the left side of the screen, once you have placed a checkmark next to the vehicle/vehicles you want to track click on **Apply**



Tracking Cont.

You can then use the **Map Activity** button to map the activity for the trip/s highlighted or **Map Current Position** to show the current position of the vehicle or the most recent position for RF units.



Reports, Exceptions and Risk Management

The reports have now been split between the relevant Menus on the left of the Home screen, below is a list of the commonly used reports under each menu item.

Once you have run a report you can export to Excel as you have previously.

Vehicles and Devices:

- Devices and Vehicles
- Auxiliary Status



Customers and Zones:

- Customer Visits

Drivers & Activity:

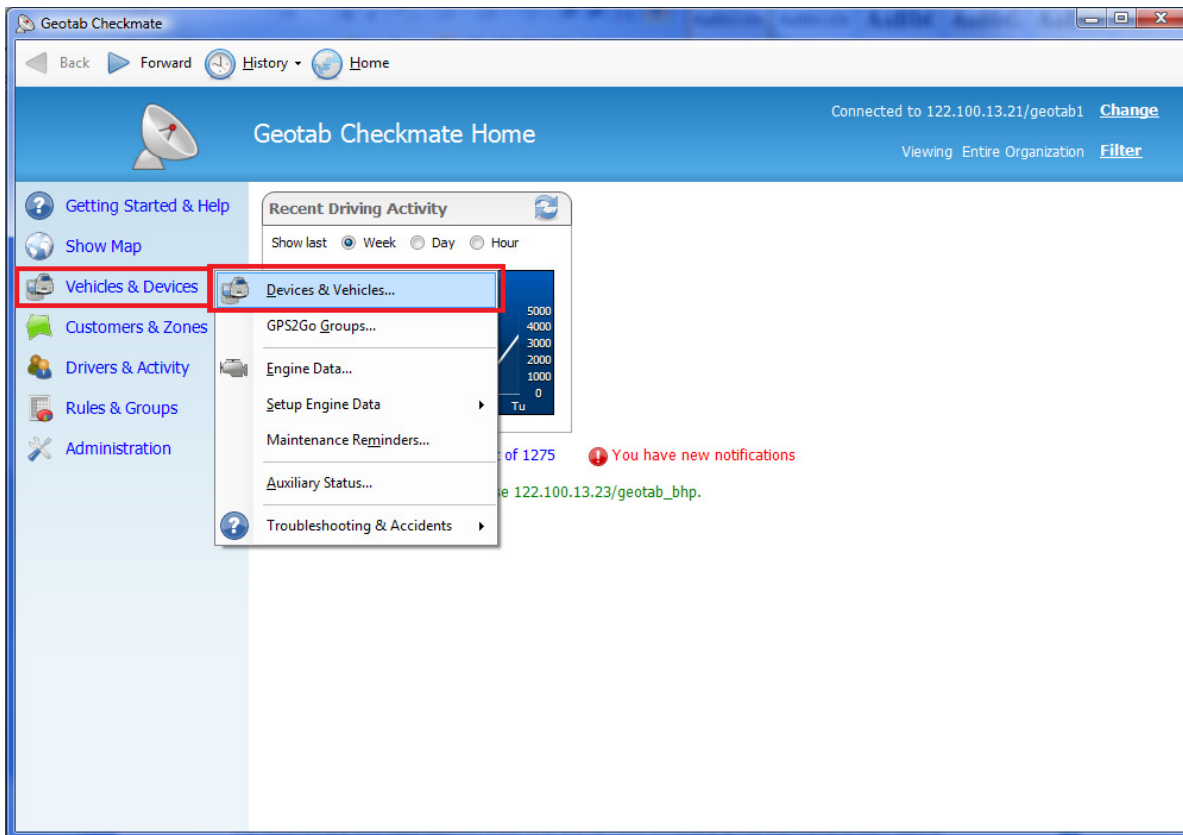
- Drivers
- Work Times
- Risk Management
- Speed Graph
- Key Insert Log

Rules and Groups

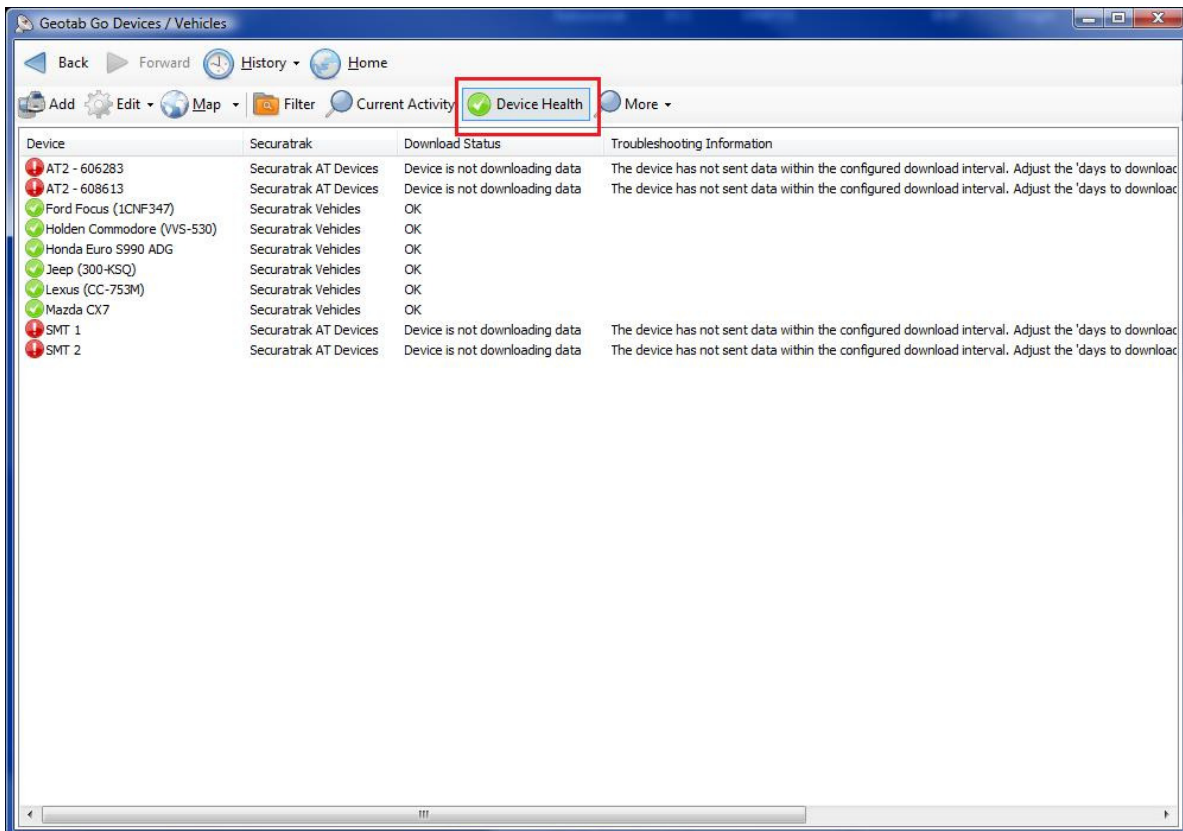
- Driving Exceptions

Checking Status of Vehicles/IVMS Units

To check the downloading status of your vehicles, select **Vehicles & Devices** then **Devices & Vehicles**



You will then see the following screen, to add the Download Status click on the **Device Health** button.



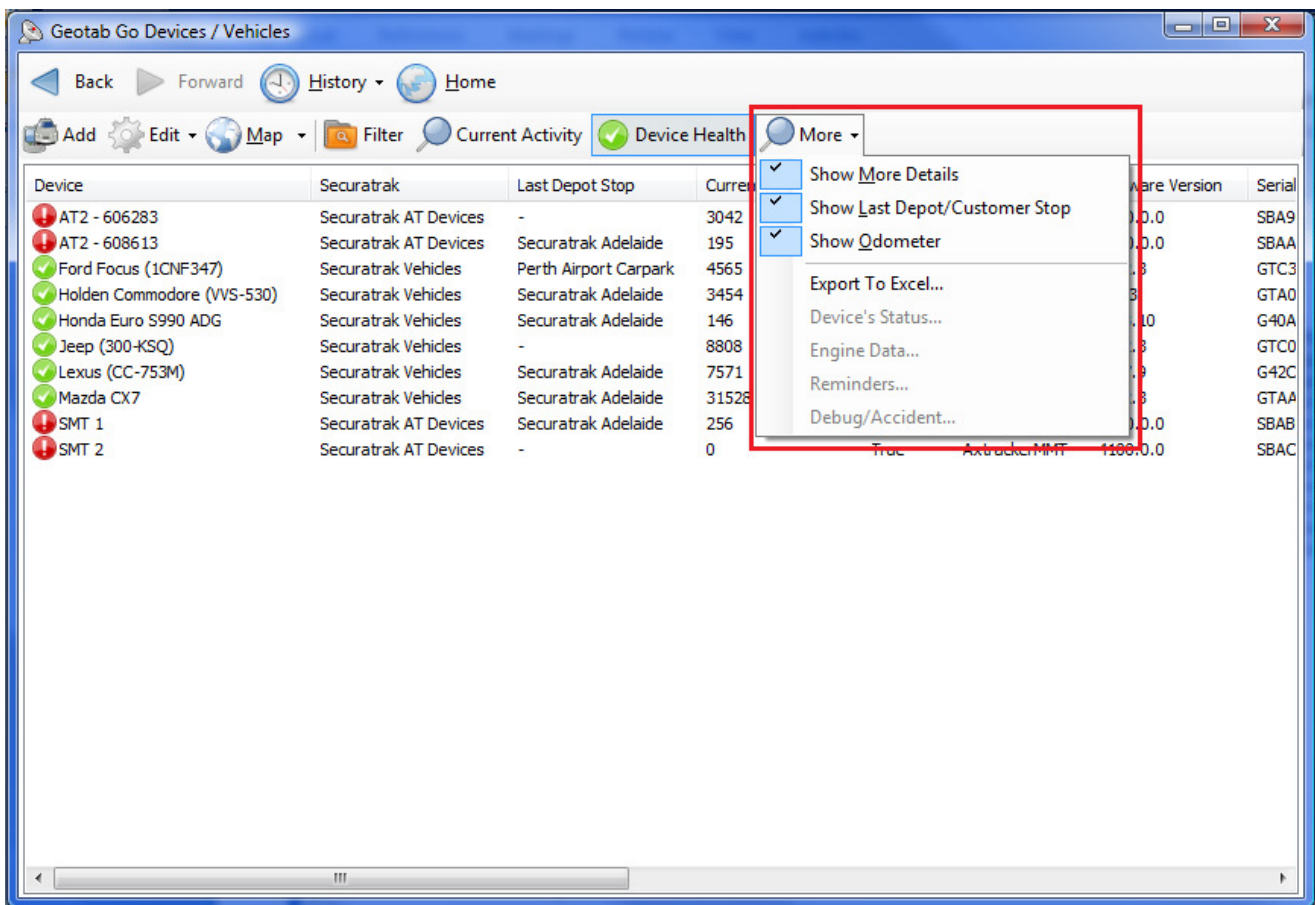
Checking Status of Vehicles/IVMS Units cont.

If you select the **More** button you can add the following details to the screen:

- Show more Details
- Show Last Depot/Customer Stop
- Show Odometer

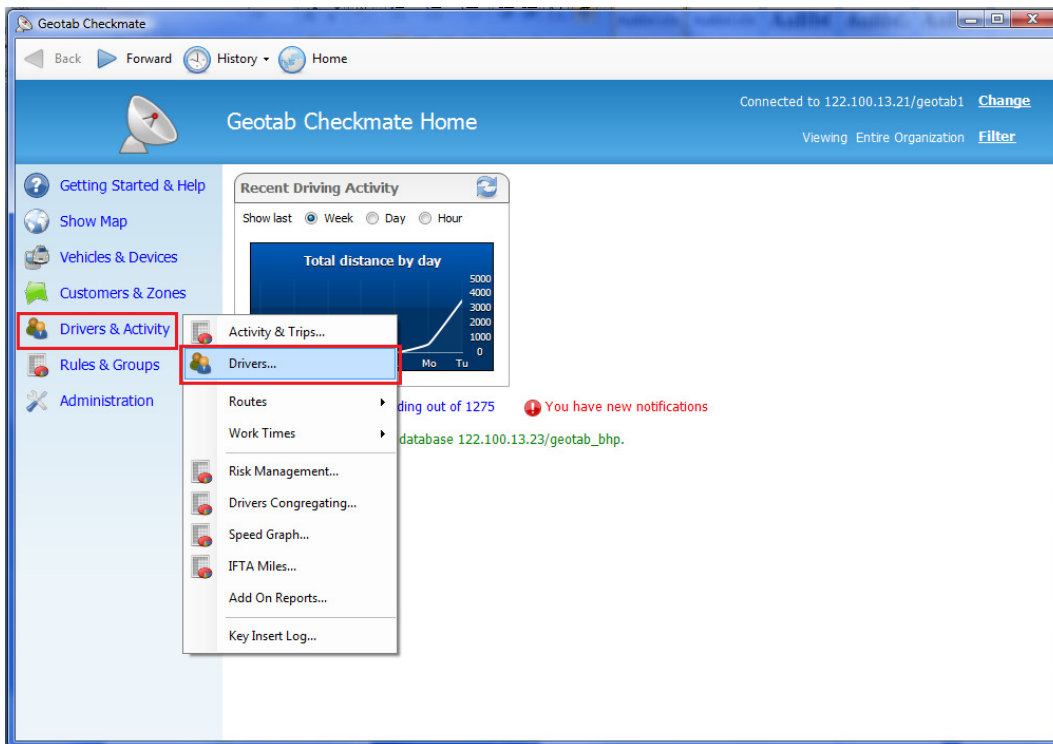
Once you have the criteria you need, you can **export** it to Excel from the **More** menu.

Also you can see where the vehicles last known position was by clicking on the vehicle, then **Map Current Position**.



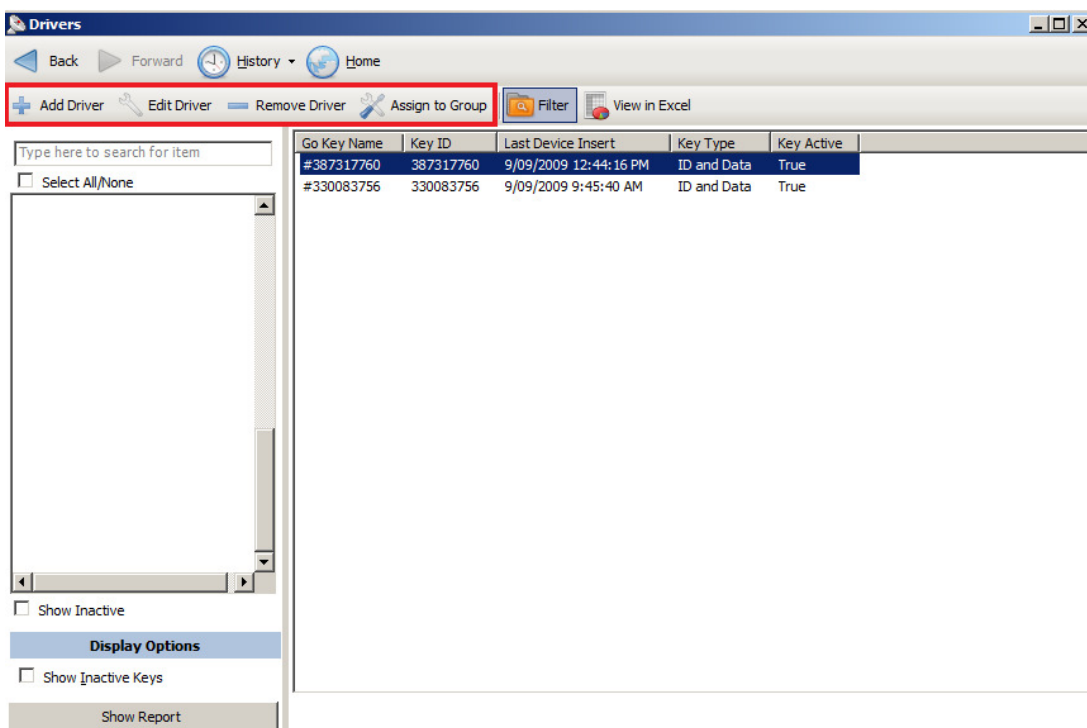
Driver Key Administration – Editing a Driver Key

To access the Go Keys administration page select **Driving Activity** then **Drivers**



You will then see the following screen. If you are modifying a Driver Key select the relevant Driver Key from the menu on the left and click **Show Report**.

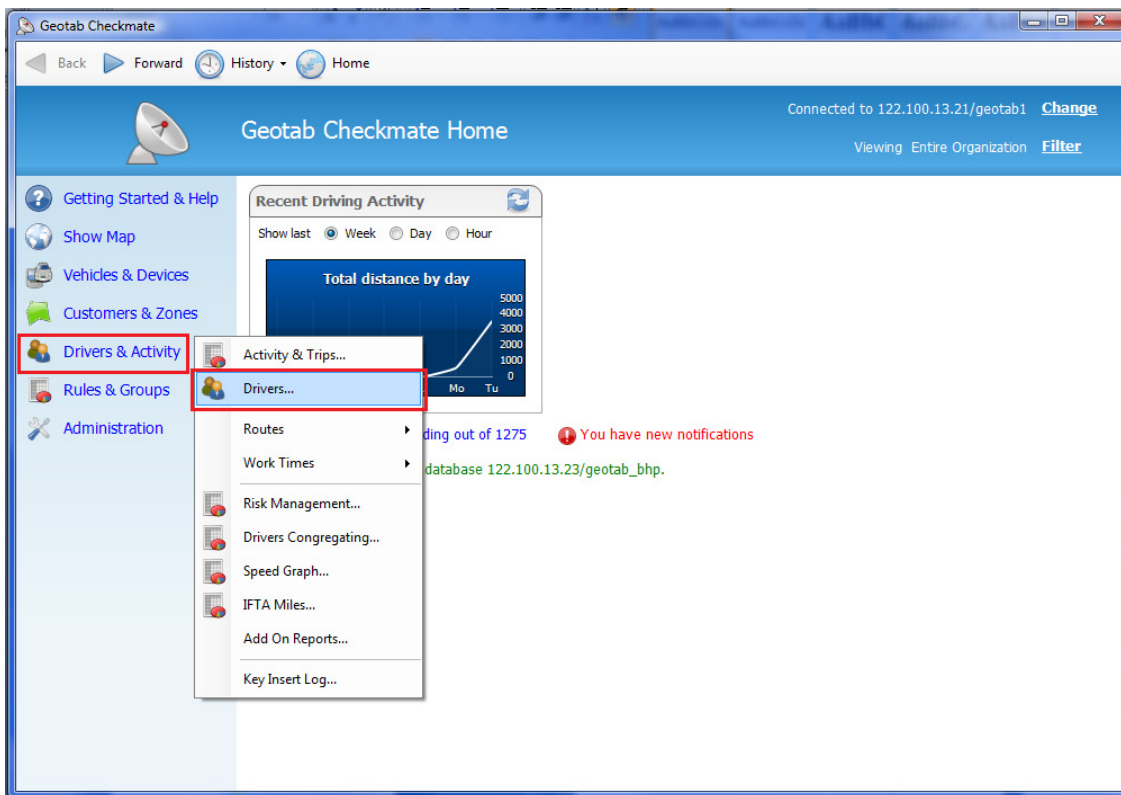
Then highlight the Driver Key once it has appeared on the Report then select **Tasks** (bottom right corner) and select **Edit**.



You can then make any changes to the Driver key as you normally would.

Driver Key Administration – Creating a Driver Key

To access the Go Keys administration page select **Driving Activity** then **Drivers**



Select **Tasks**, then **Add**.

You can now **add** Driver Keys as you previously have.

