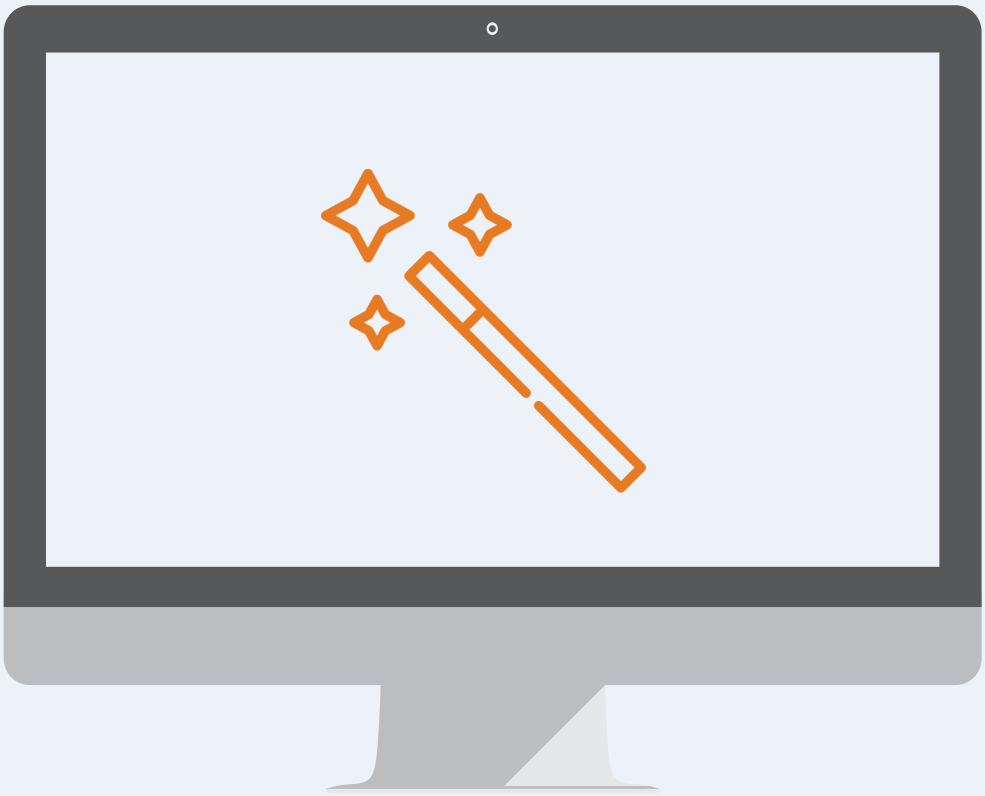
Crystal Ball

A guide to using the DBS configuration wizard



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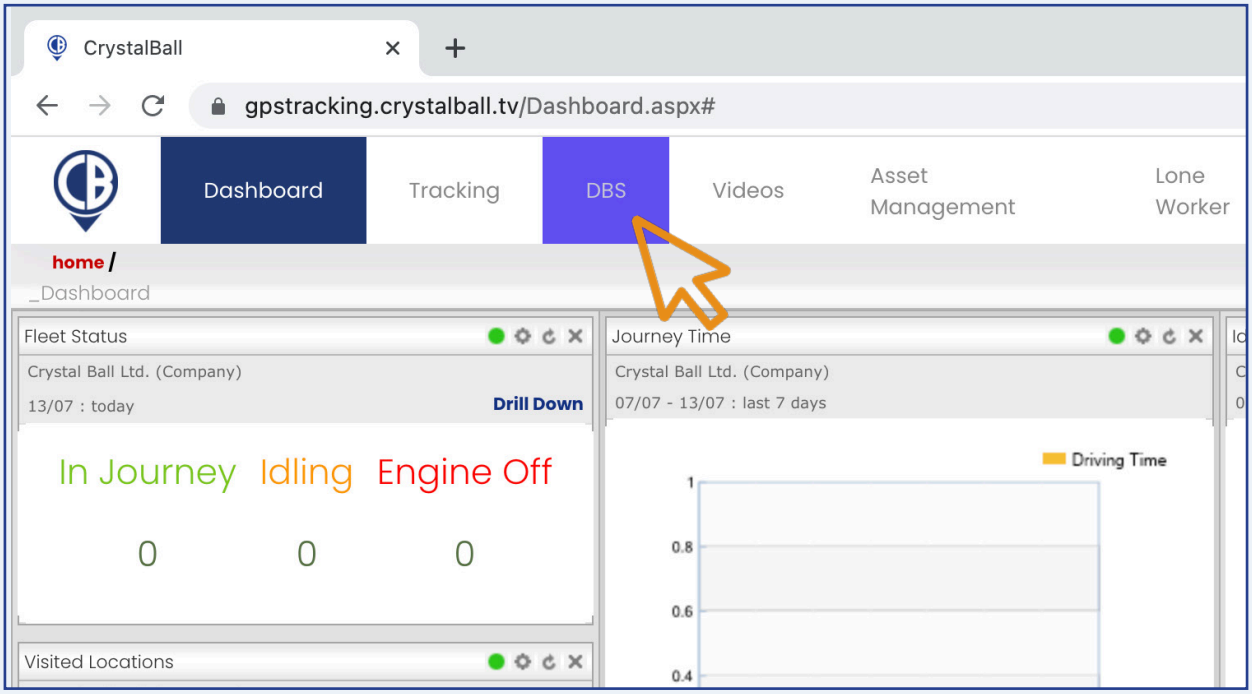
What is DBS?

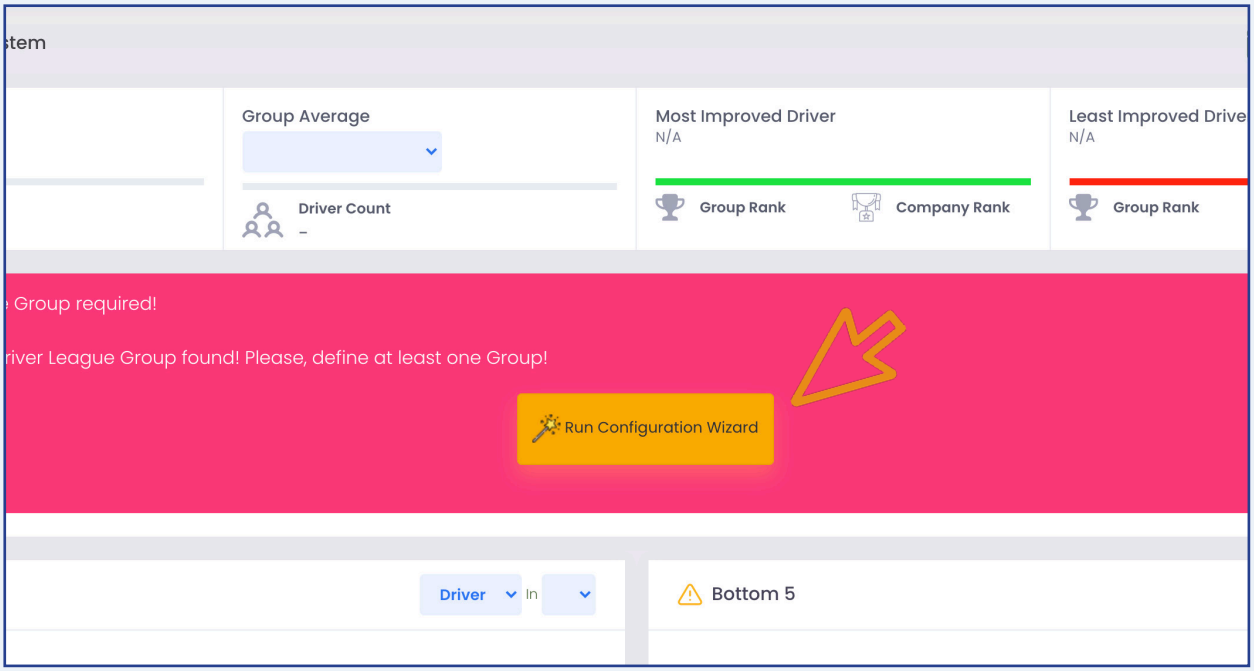
SmartCam measures 5 KPI's; Speeding, harsh acceleration, cornering, braking & Idling to calculate a driver score, this guide will take you through the steps of using the wizard to configure the system.

1



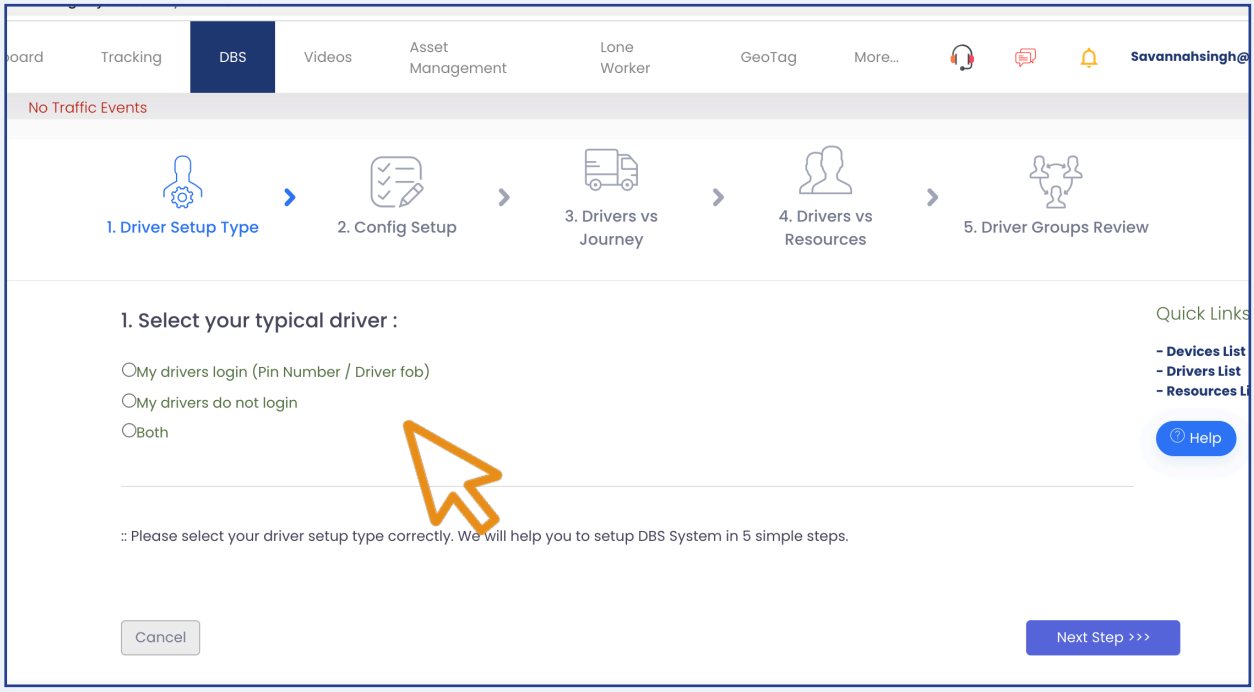
First, select 'DBS'.

2



Then, select ‘Run Configuration Wizard’.

3



The first step in configuring DBS is driver setup.

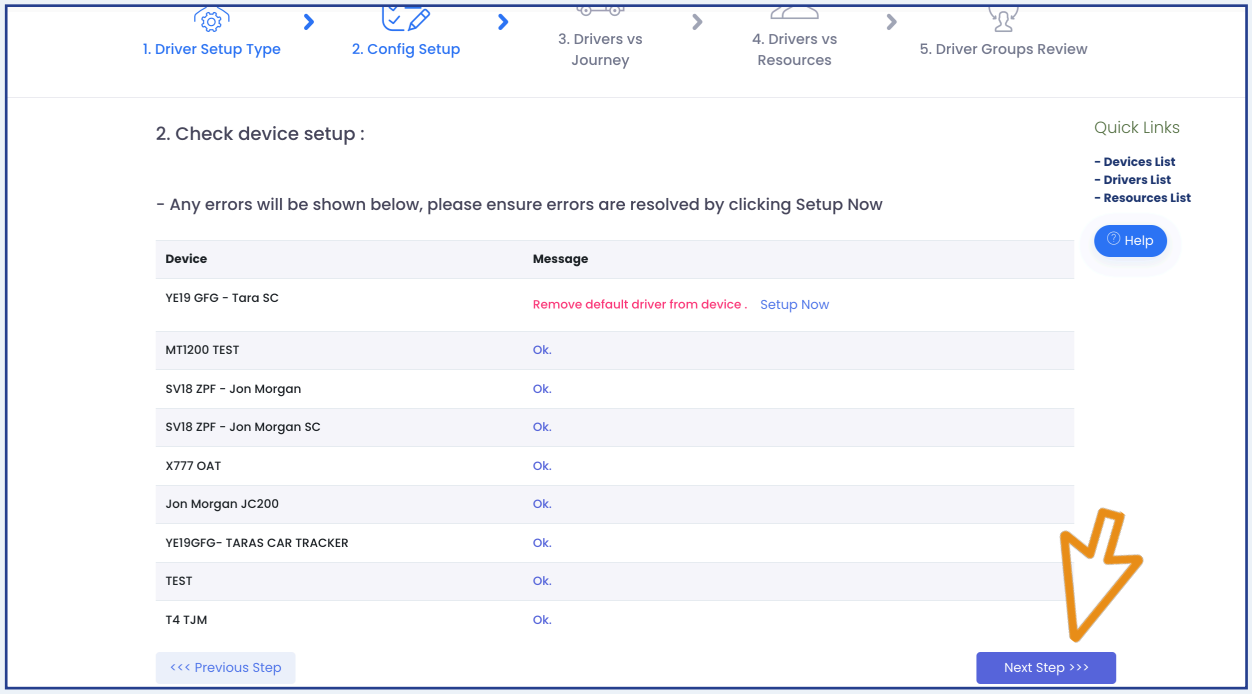
Depending on whether you have FleetTracker or SmartCam, your drivers may have the ability to log in using either a fob or PIN code. In this case, ‘My drivers login’ should be selected and you should proceed to step 4.

If your drivers do not login select ‘My drivers do not login’, and go to step 14.

Alternatively, if your drivers use a combination of the two, select ‘Both’ and go to step 28.

My Drivers login:

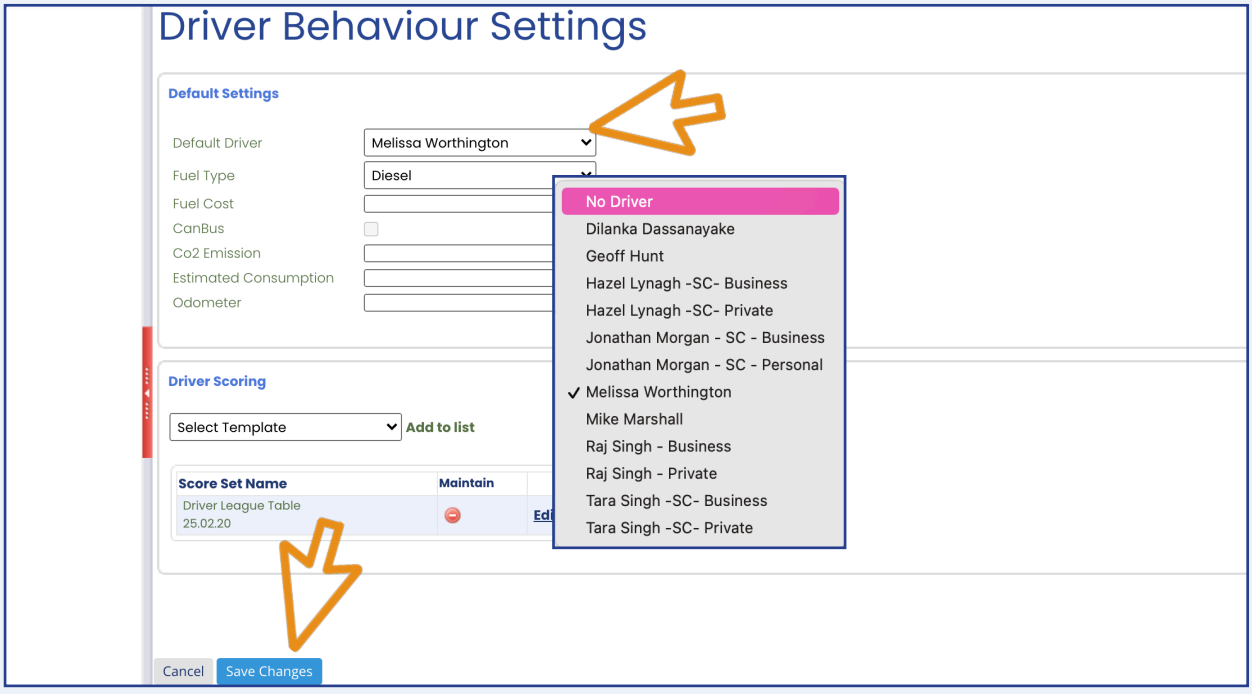
4



The next step is to 'Check Device Setup'. If the message is 'Ok' for all devices then you can select 'Next Step' and proceed to step 6.

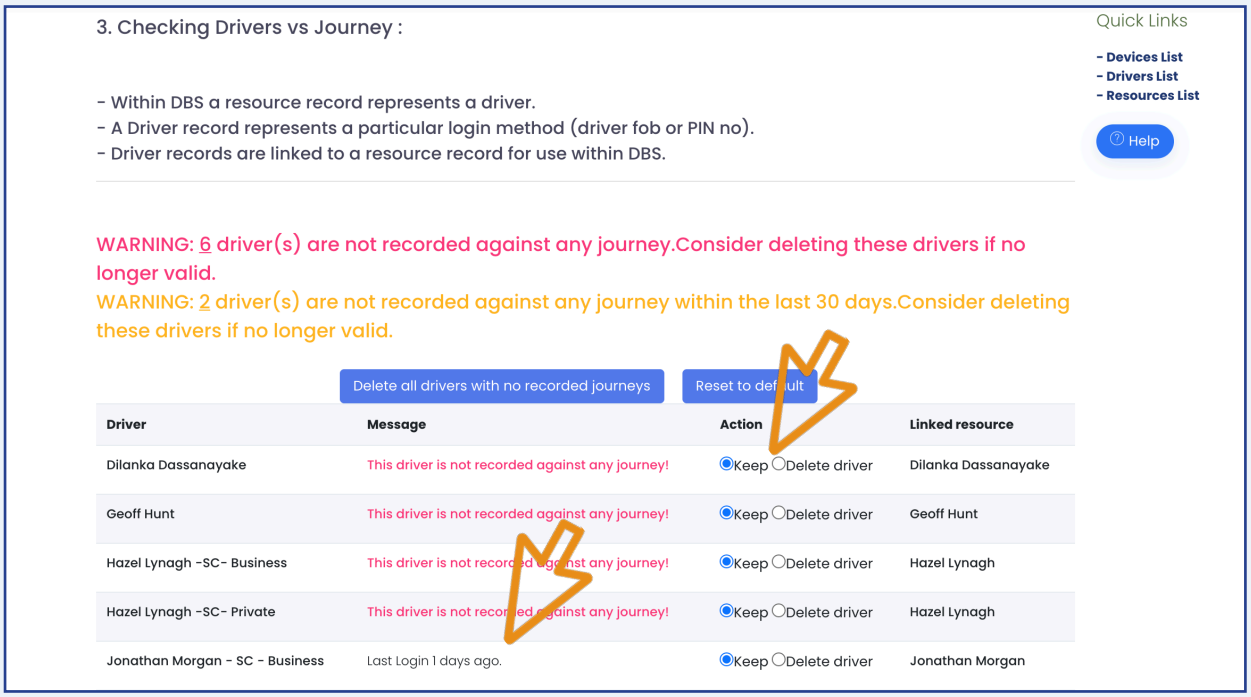
If the message displays 'Remove default driver from device', click Setup Now. This will open a new tab, as shown in step 5.

5



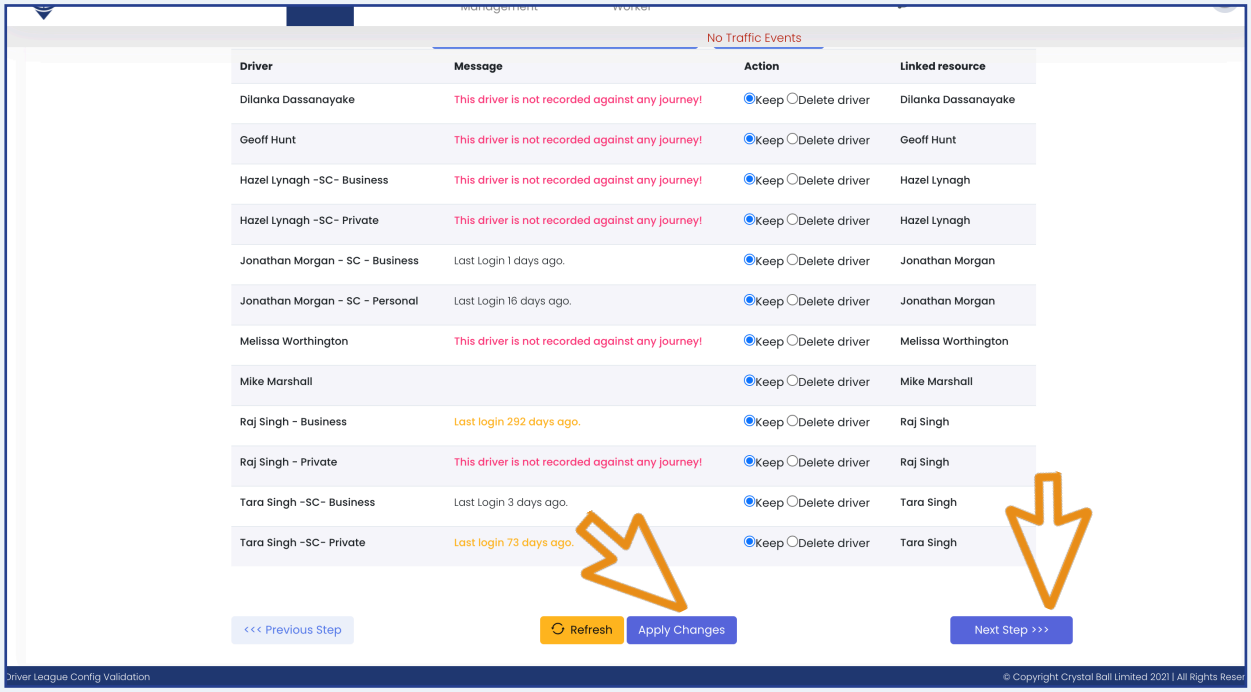
Within this page you must select ‘No Driver’ from the dropdown tab ‘Default Driver’, and click Save Changes.

6



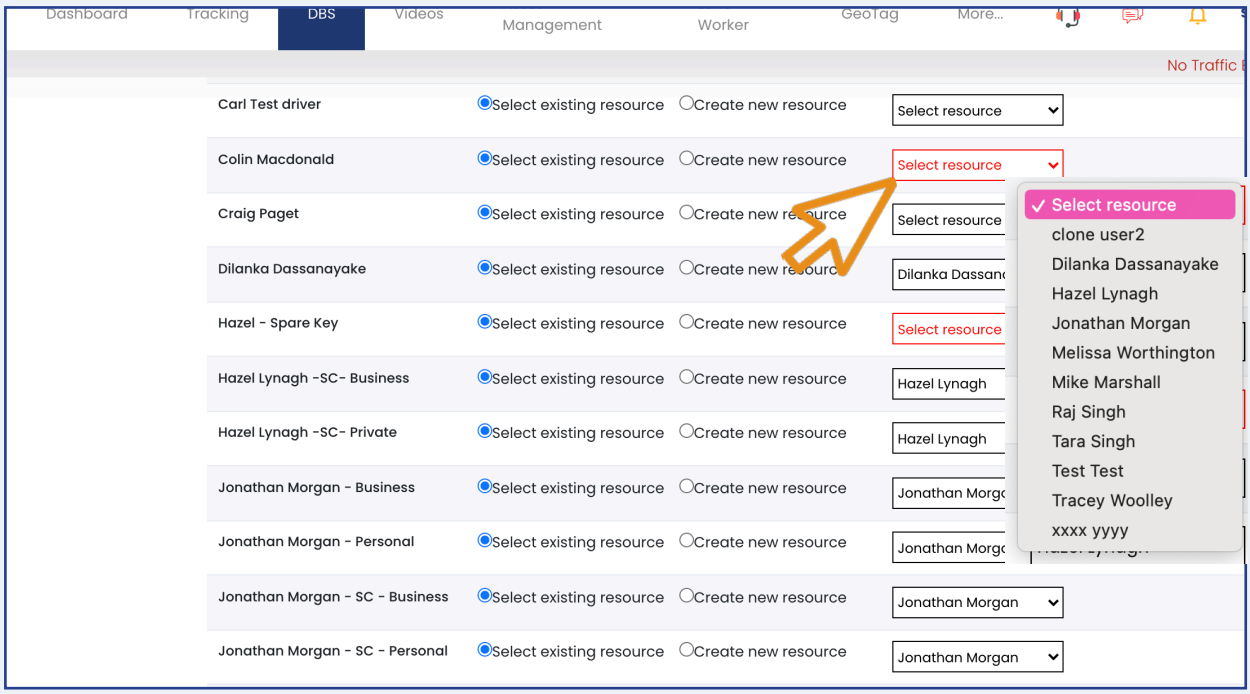
Checking ‘Drivers vs Journeys’ will present warning messages if there are drivers that have either never been recorded against a journey or that have not been recorded within the last 30 days. You can choose to either keep or delete these drivers. For example, ‘Dilanka’ is not recorded against any journey as he is an ex-employee, therefore that driver record is no longer needed and we can select ‘Delete driver’.
When the driver last logged in will also be highlighted at this point under ‘Message’.
Please note, if a warning message appears informing you that no driver records have been found, this means no drivers have been set up. You should not see this message if your drivers have the ability to log in using either a pin code or fob. If you do see this message, please download the user guide named ‘How to create new driver logins’.

7



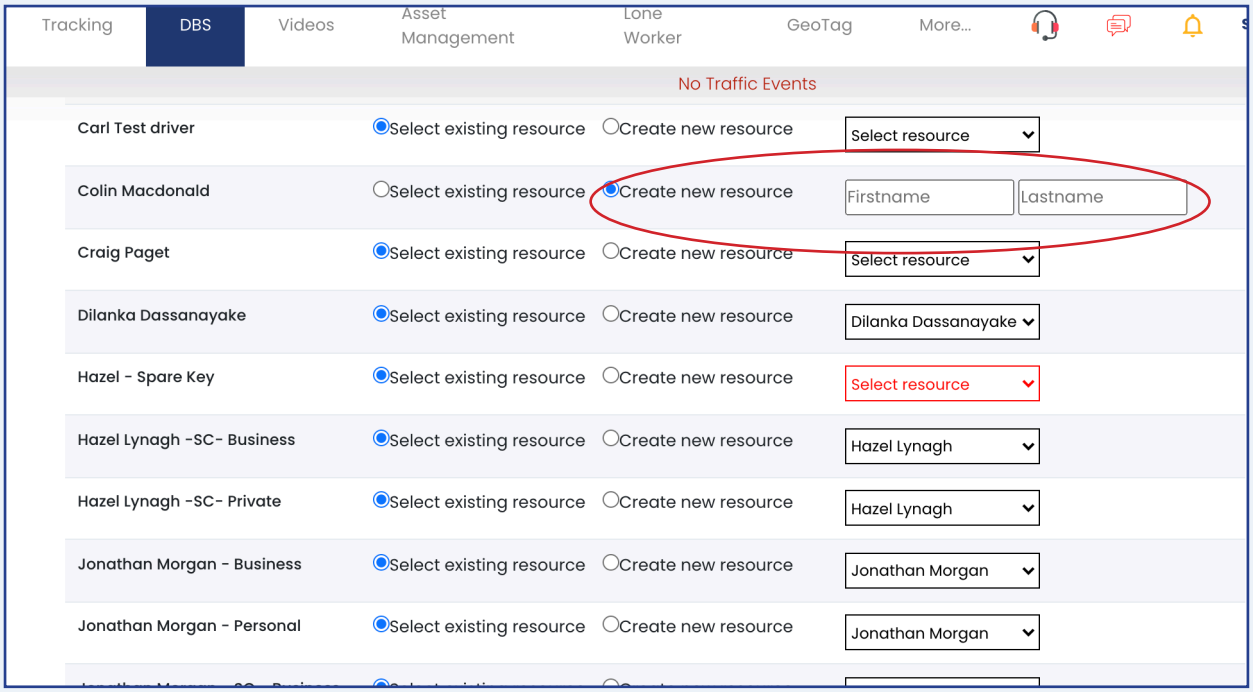
Once you have selected the drivers you would like to keep and delete, select 'Apply Changes' and then 'Next Step'.

8



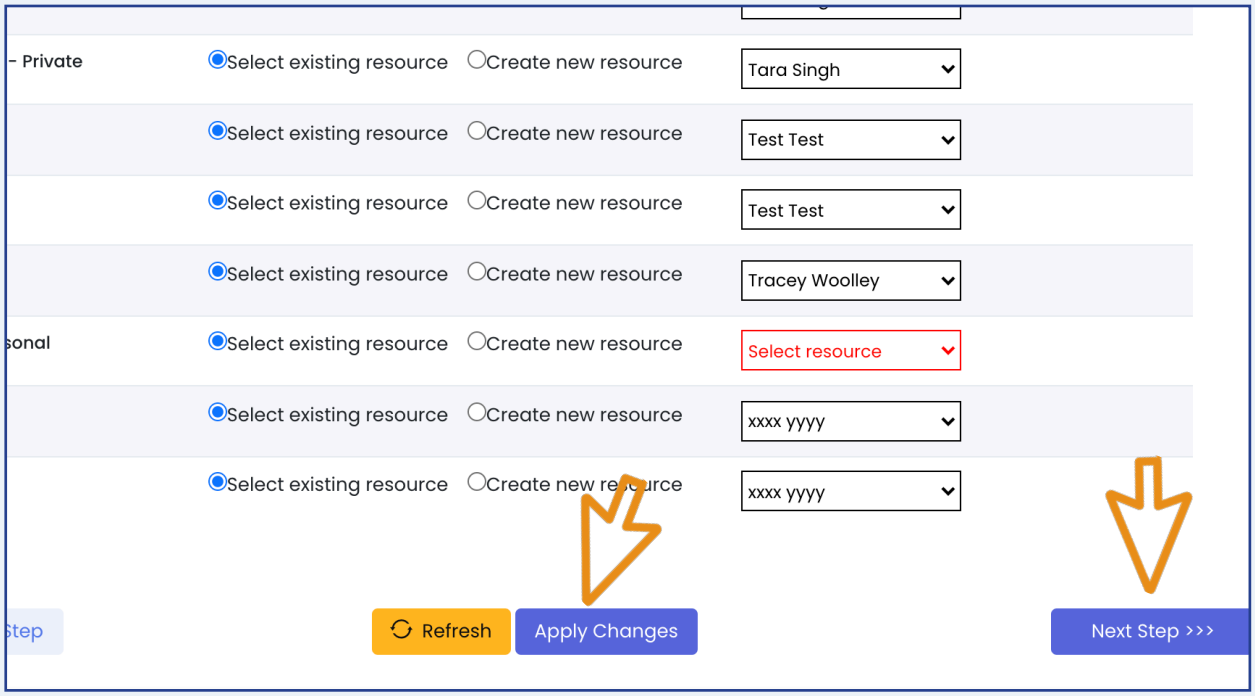
Now you need to link all drivers to a resource. A resource is a driver record in DBS, DBS will not work unless a driver is linked to a resource. Additionally, the driver and resource must always be the same person and therefore match.
You can select the resource using the drop down bar.

9



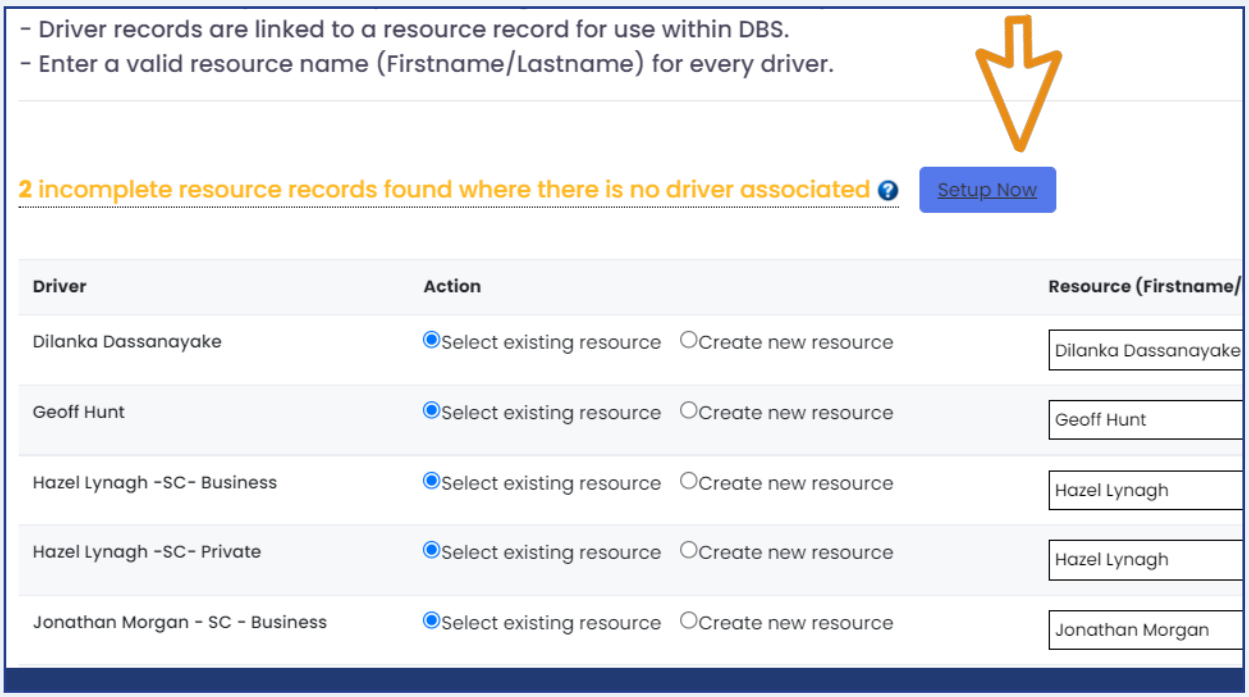
If the resource is not in the drop down bar you can ‘create new resource’ by entering the first and last name of the driver.

10



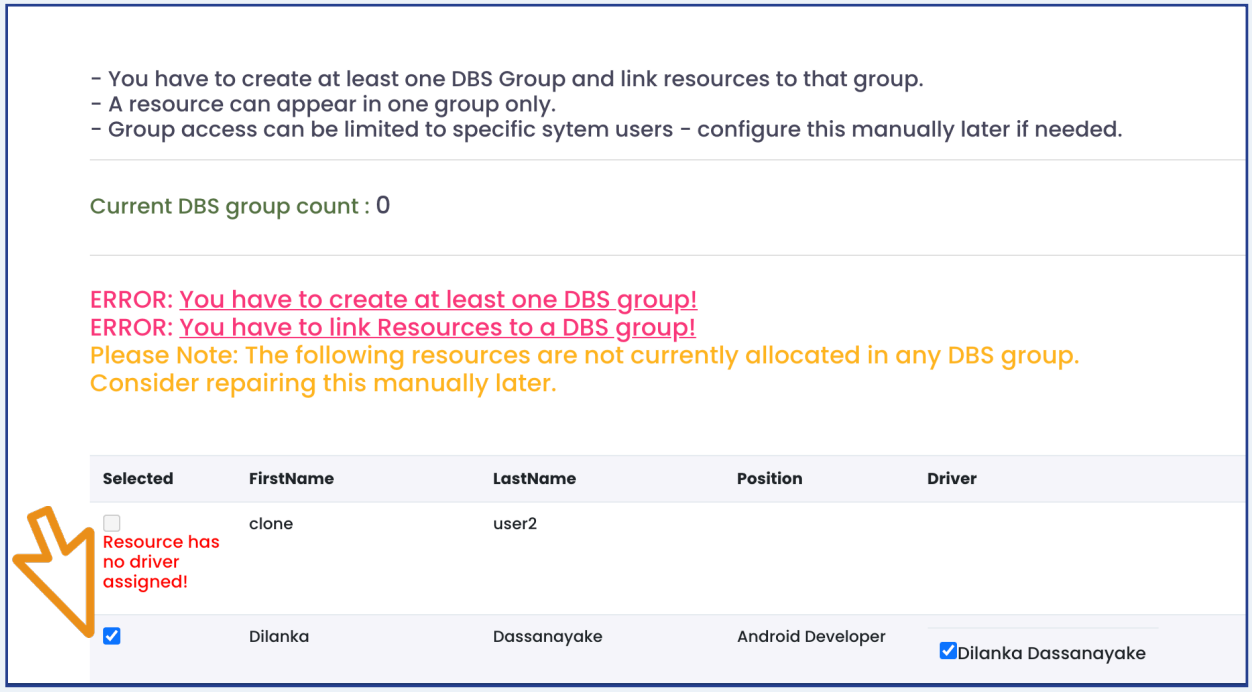
Once you have either; selected exisiting resources or created new resources for all drivers select ' Apply Changes' and then 'Next Step'.

11



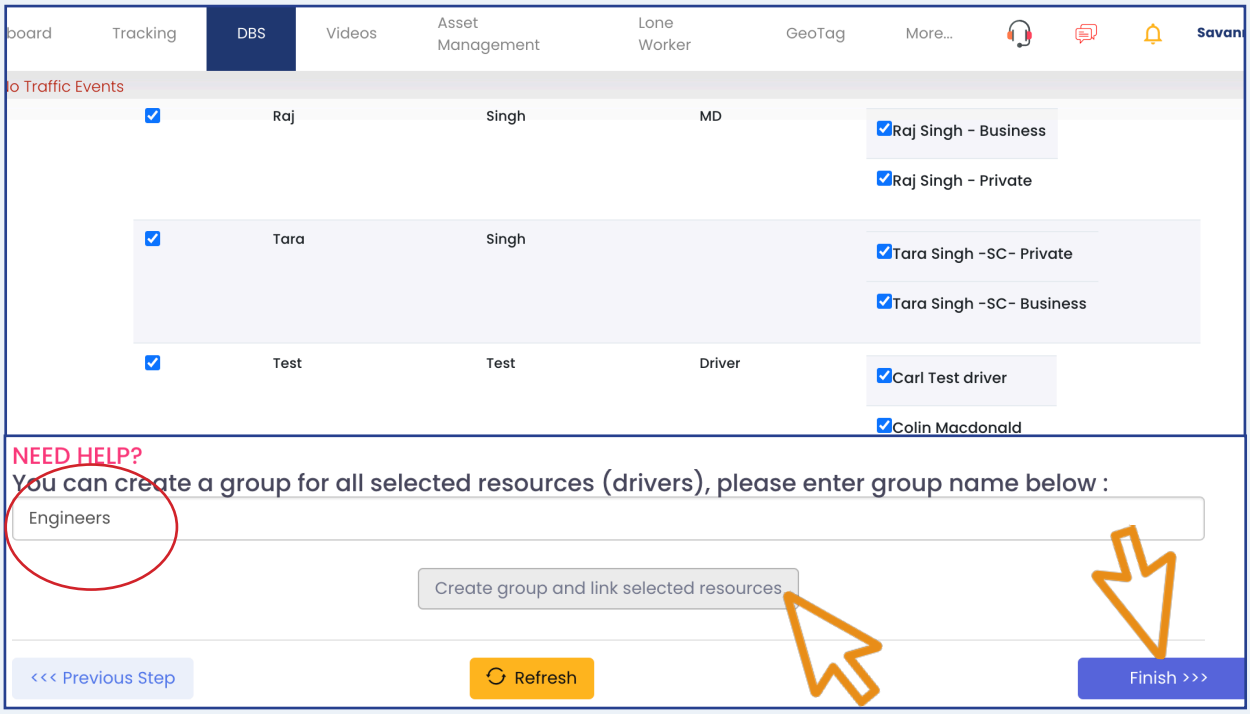
Occasionally you may see an error message informing you that ‘Incomplete resource records have been found where there is no driver associated’. This may mean you have previously had a driver setup that has now been deleted however the resource has not. You can hover over the question mark to see which resources have incomplete records. ‘Setup now’ takes you to the resource page where you can delete resources. If the driver does still exist you can create a new driver record by navigating to ‘Settings’ , ‘Drivers’ and then ‘Add Records’.

12



Finally you need to create AT LEAST 1 driver group, the current DBS group count will show here. You can use groups to categorise drivers e.g. by region or department. The driver group is created by selecting the drivers you wish to add to the group using the tick boxes on the left hand side.

13

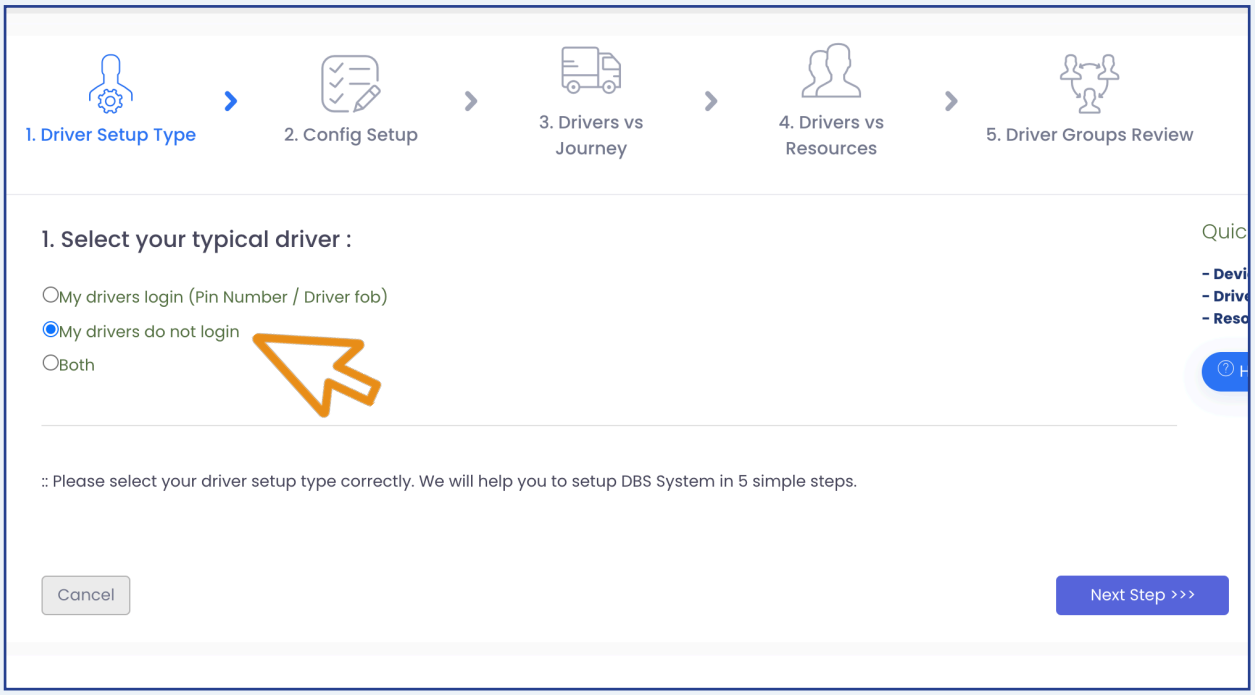


Once you have selected the drivers, enter a group name, select 'Create group and link selected resources' and then 'Finish'.

This allows you to create 1 driver group however you can add further groups at a later stage if you wish to by selecting the orange CONFIG button in the top right hand corner of the DBS page and selecting Driver League Groups.

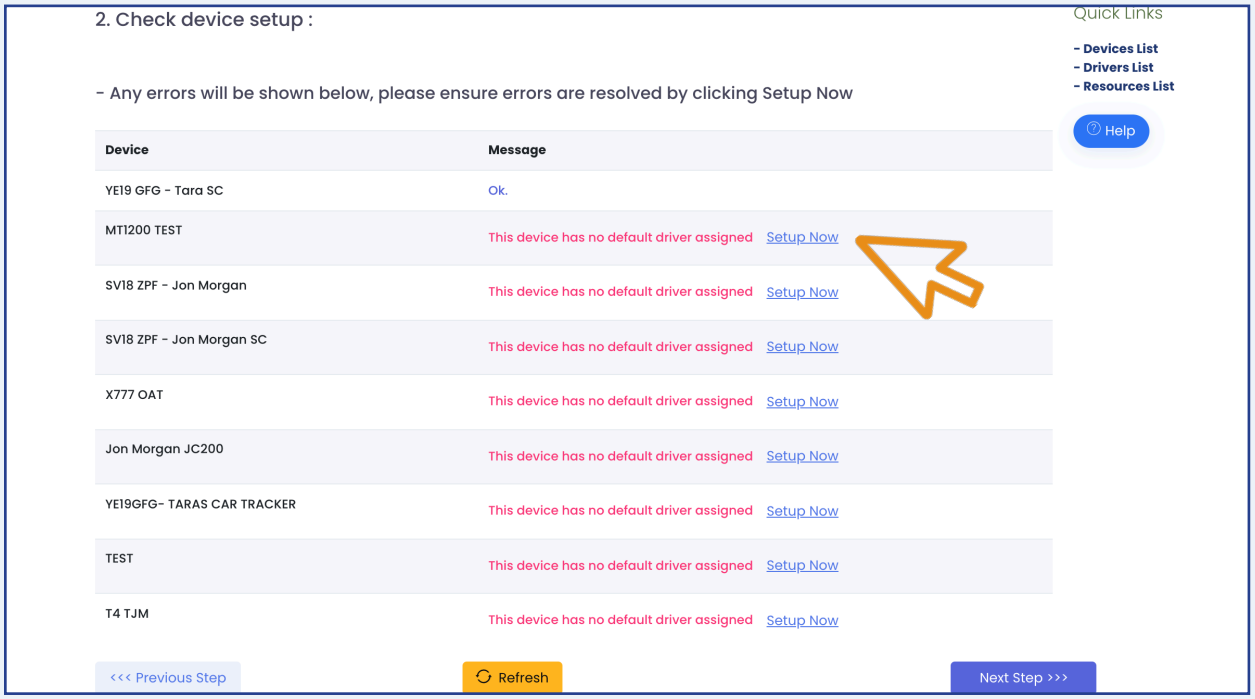
My drivers do not login

14



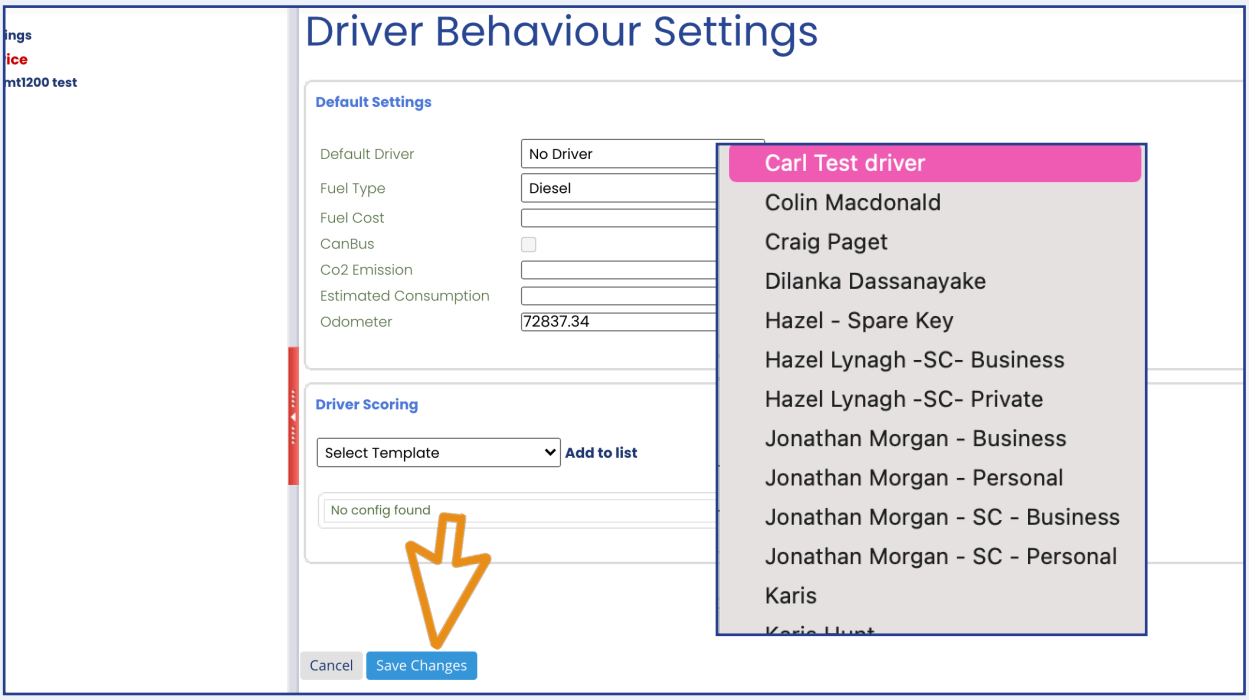
First, select 'My drivers do not login'.

15



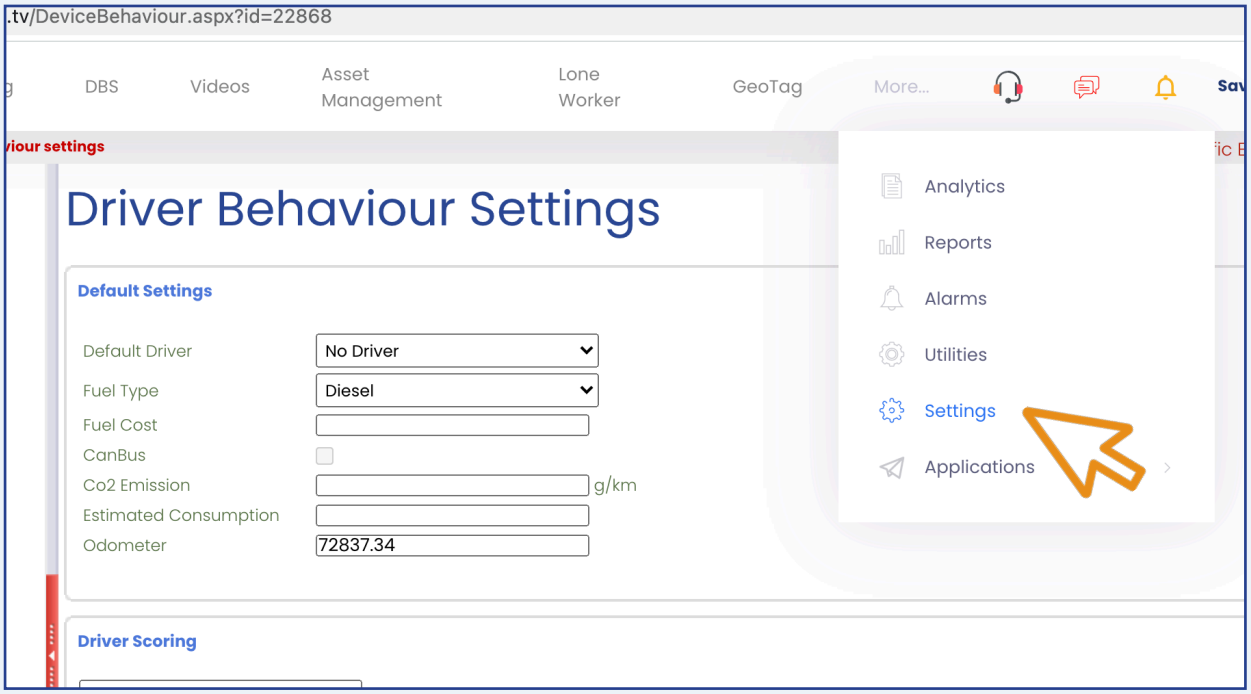
Any error messages will appear in red. In order for DBS to work each vehicle needs to have a driver assigned to it, therefore you should select ‘Setup Now’ on each vehicle that displays the error ‘This device has no default driver assigned’.
By clicking Setup Now a new tab will open.
Otherwise, if no error messages are displayed click ‘Next Step’ and proceed to Step 21.

16



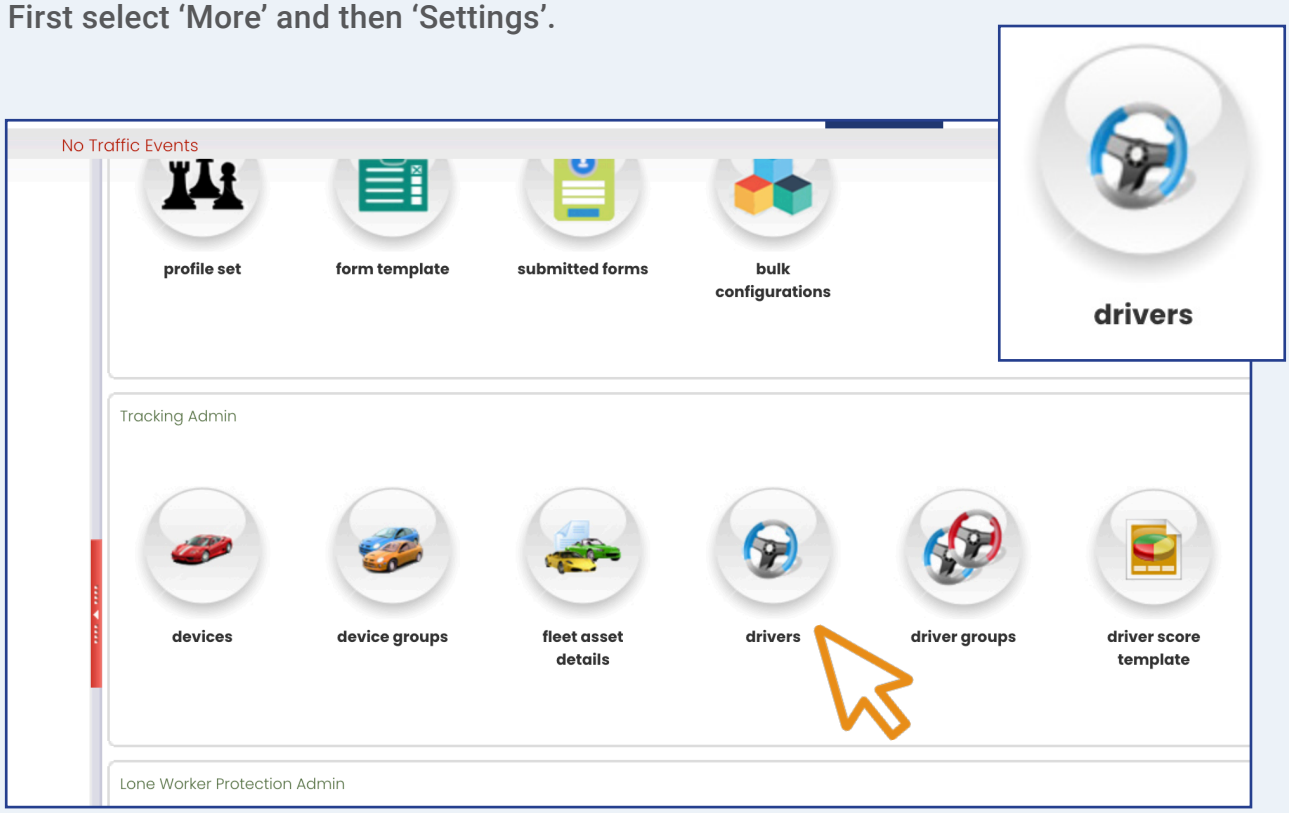
You need to select the default driver from the first drop down box and then select ‘Save Changes’. (Go to step 21)
If ‘Default Driver’ is greyed out, this means you have no drivers set up and you need to complete the following steps before proceeding (17-20).

17



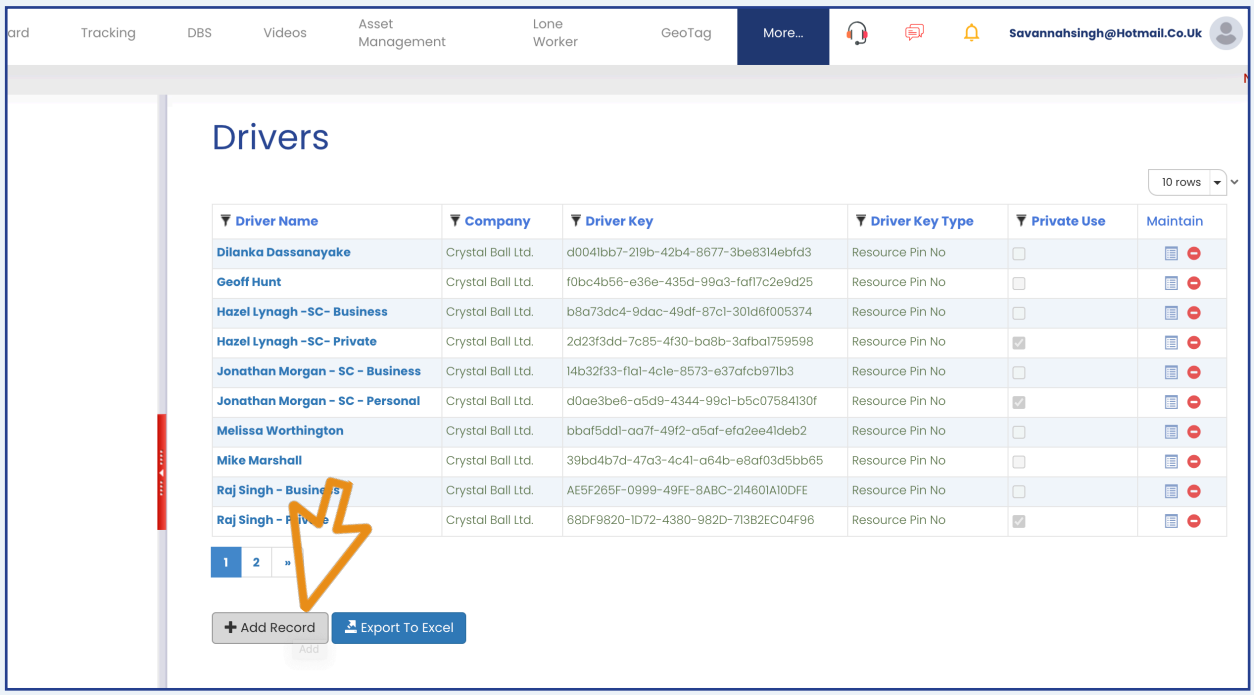
First select ‘More’ and then ‘Settings’.

18



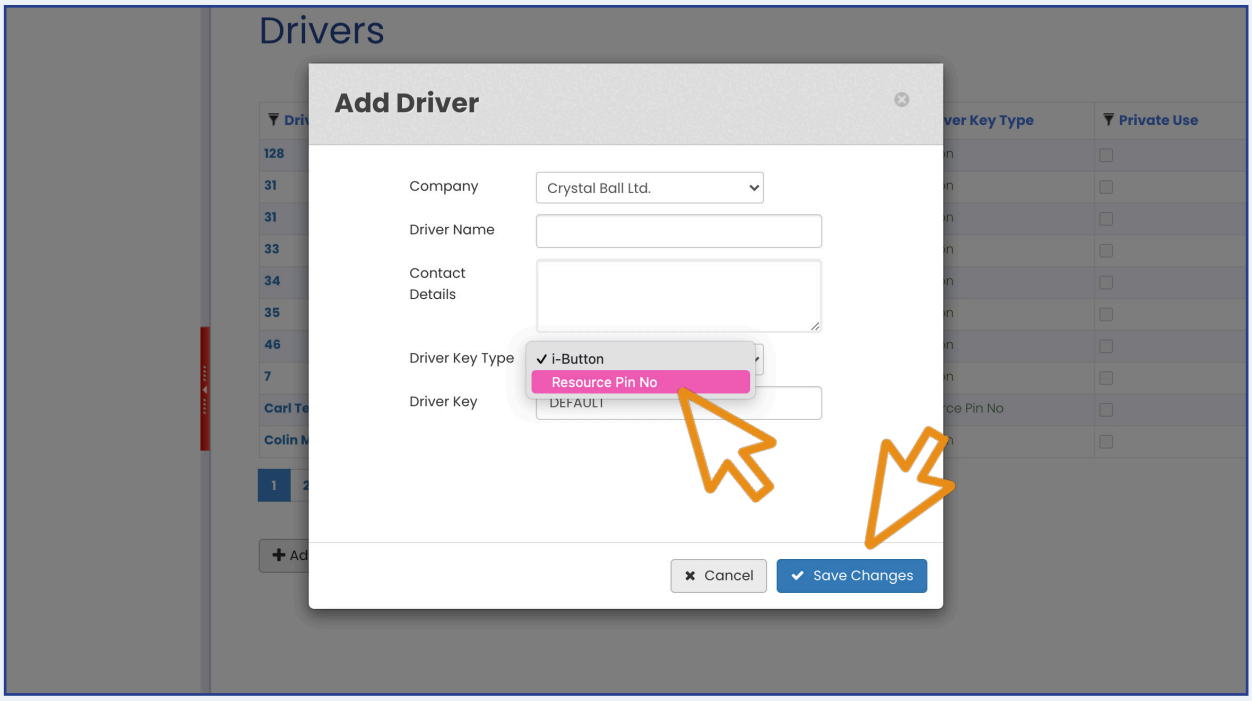
Once inside ‘Settings’, select ‘drivers’.

19



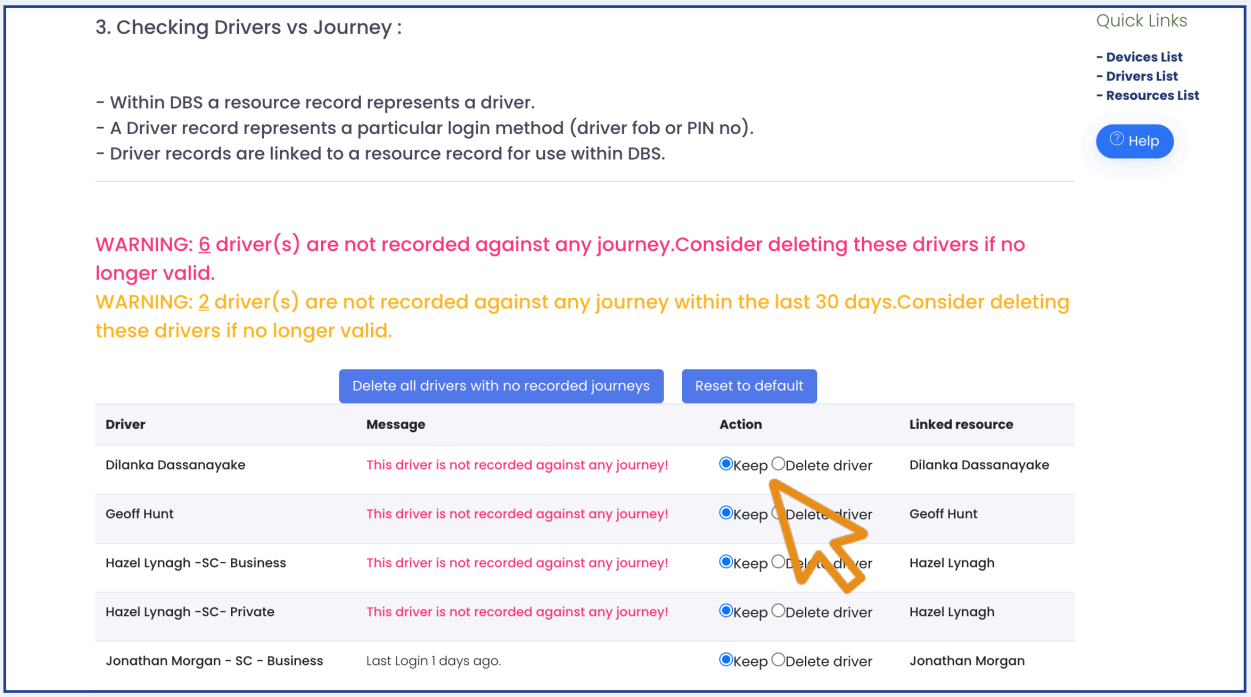
Select ‘Add record’.

20



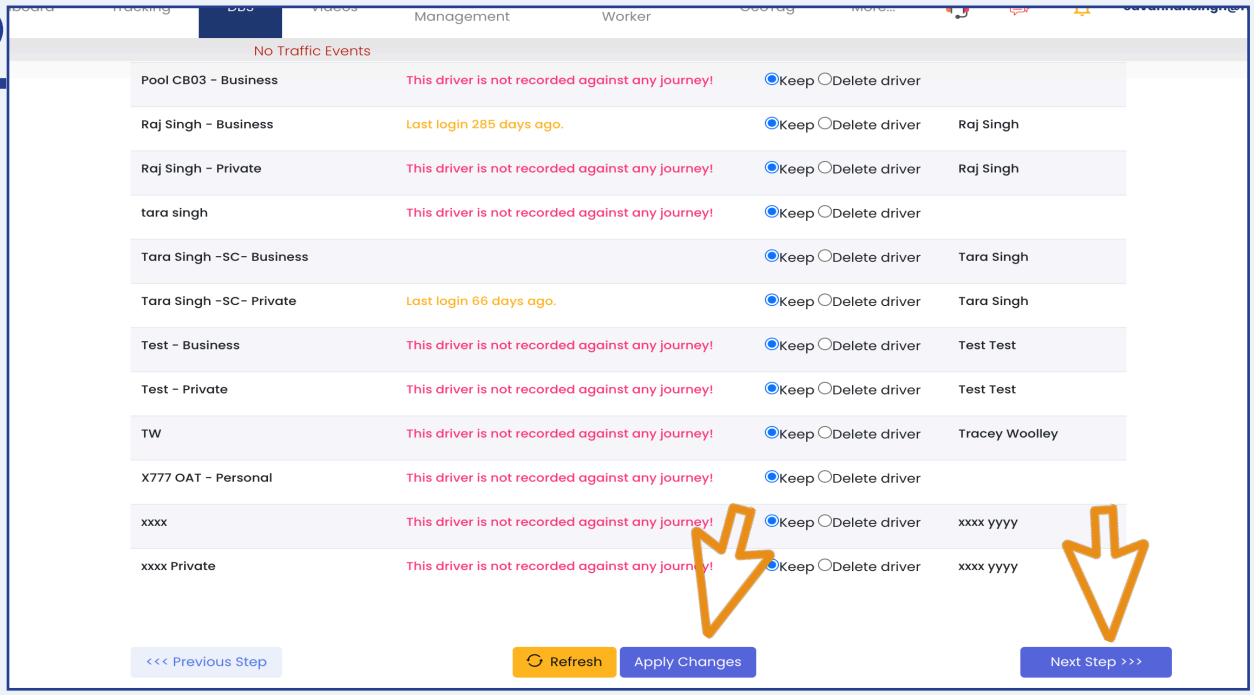
Add a ‘Driver Name’ and choose ‘Resource Pin No’ as the driver key type from the drop down bar and then select ‘ Save Changes’.
Once you have created all drivers you can now go back to step 16.

21



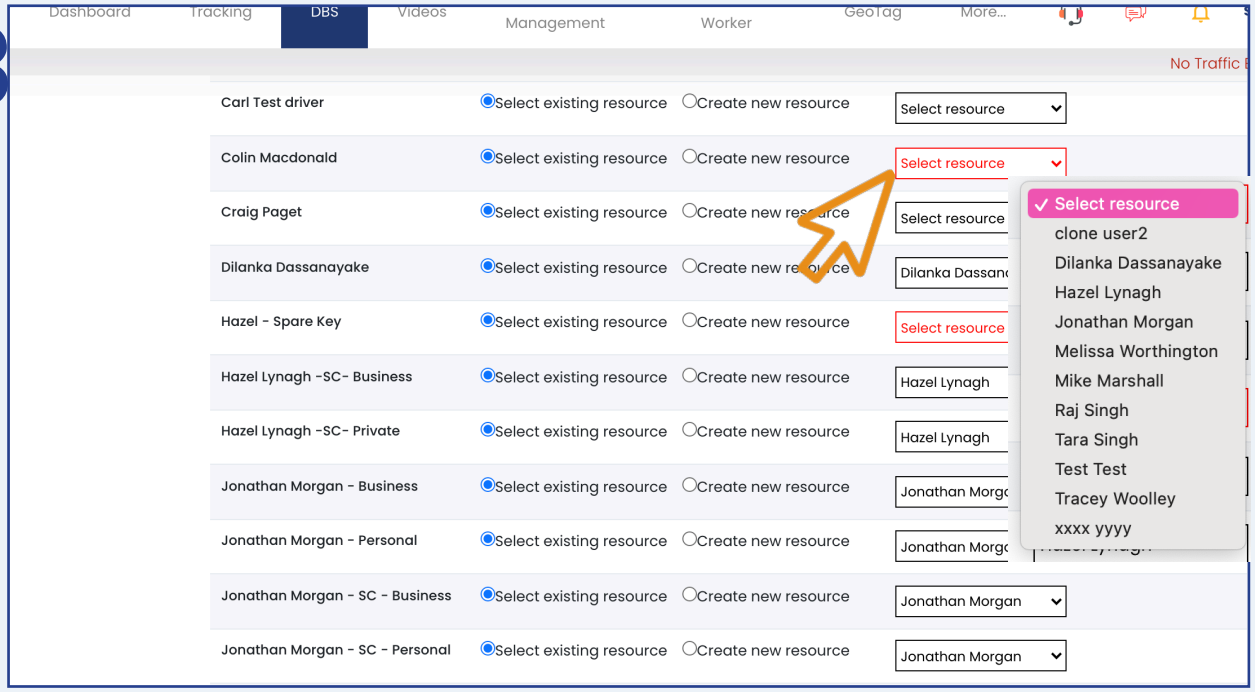
Checking ‘Drivers vs Journeys’ will present warning messages if there are drivers that have either never been recorded against a journey or that have not been recorded within the last 30 days. You can choose to either keep or delete these drivers. For example, driver 128 here is not recorded against any journey as he is an ex-employee, therefore that driver record is no longer needed so we may select ‘Delete driver’.
Please note, if a warning message appears at this point informing you that no driver records have been found, this means no drivers have been set up. You should not see this message if your drivers have the ability to log in using either a pin code or fob. If you do see this message, please download the user guide named ‘How to create new driver logins’.

22



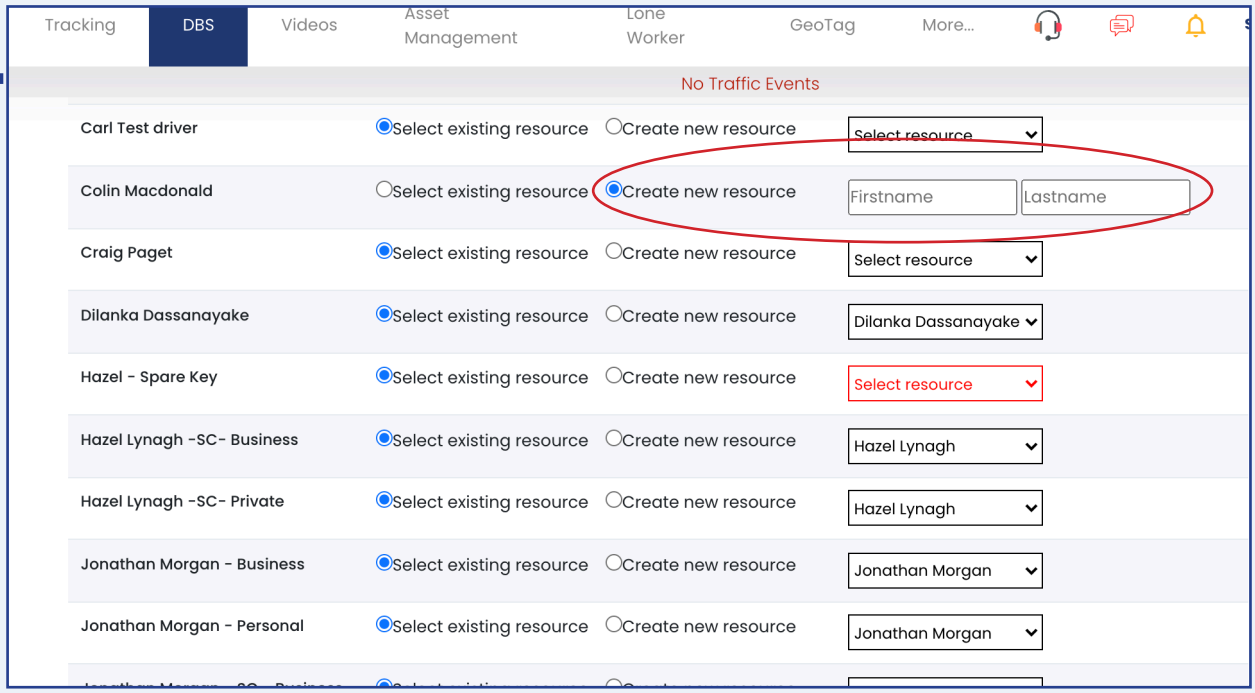
Once you have selected the drivers you would like to keep and delete, select 'Apply Changes' and then 'Next Step'.

23



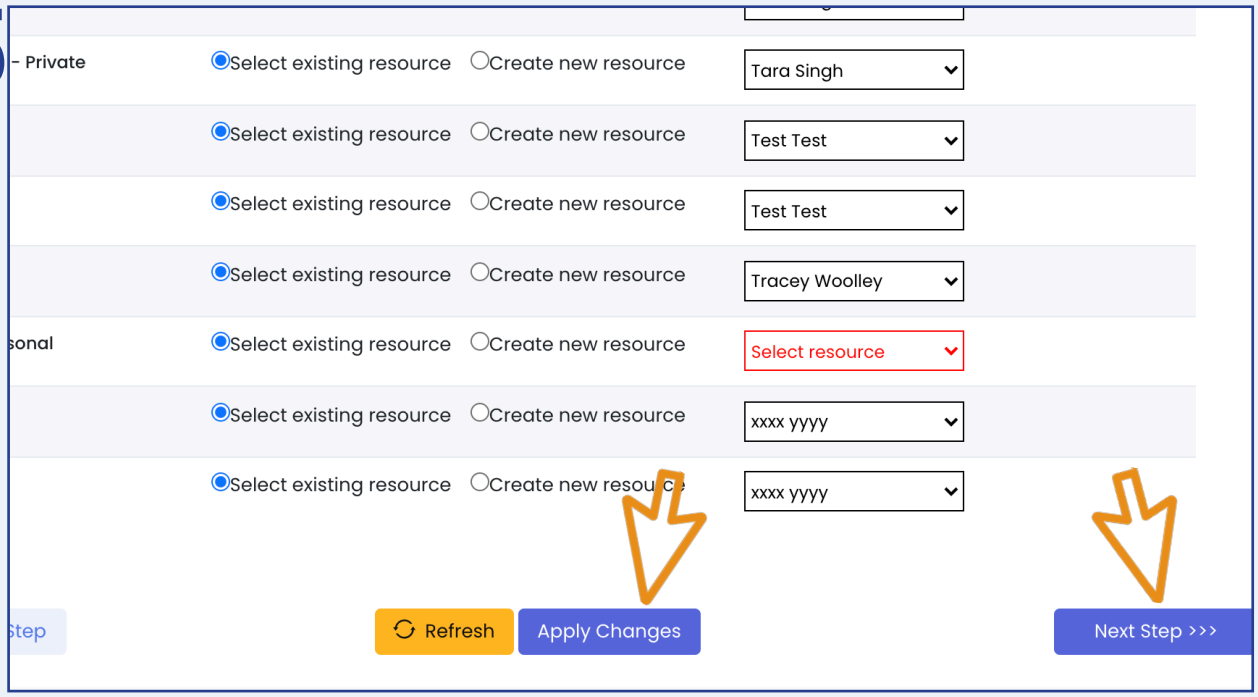
Now you need to link all drivers to a resource. A resource is a driver record in DBS, DBS will not work unless a driver is linked to a resource. Additionally, the driver and resource must always be the same person and therefore match.
You can select the correct resource using the drop down bar.

24



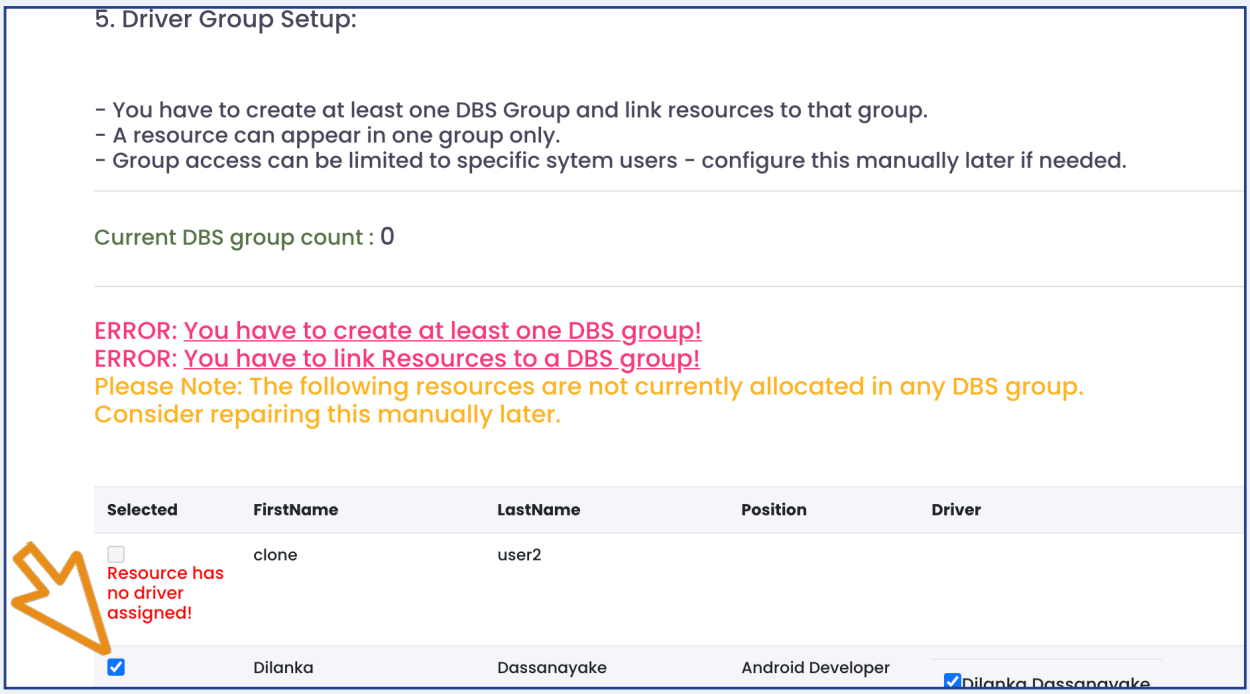
If the resource is not in the drop down bar you can ‘create new resource’ by entering the first and last name of the driver.

25



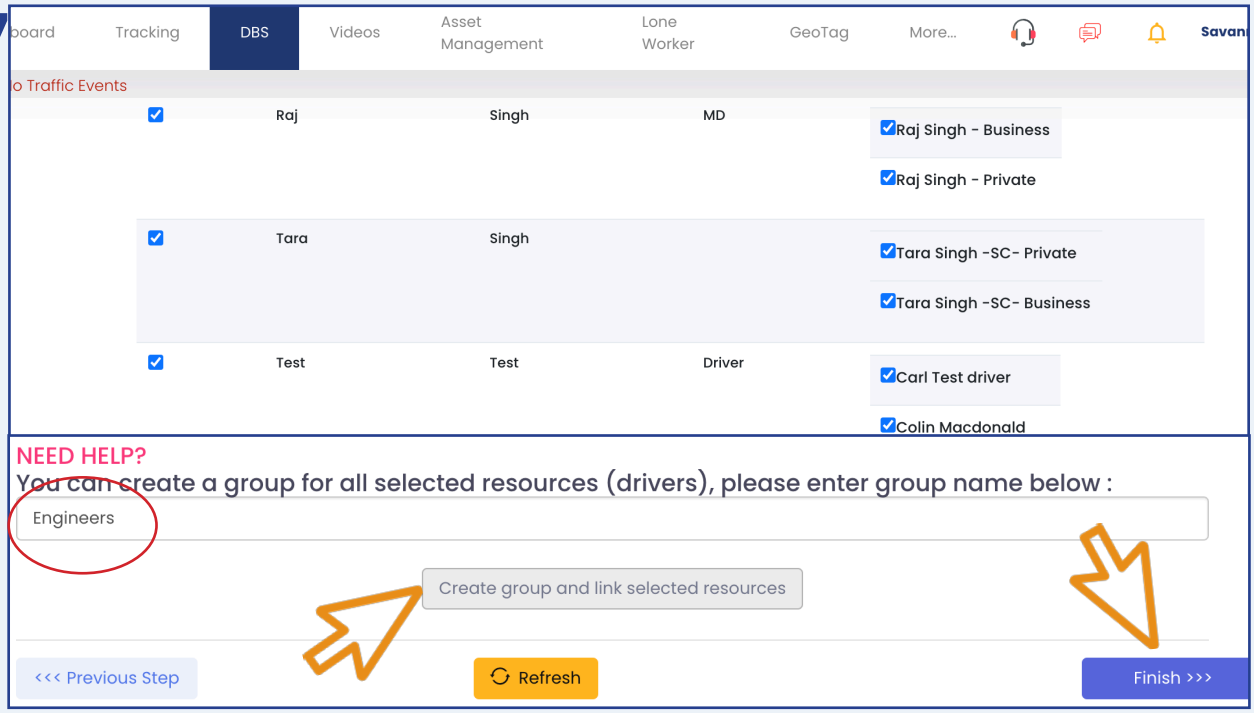
Once you have either, selected exisiting resources or created new resources for all drivers select ' Apply Changes' and then 'Next Step'.

26



Finally you need to create AT LEAST 1 driver group, the current DBS group count will show here. You can use groups to categorise drivers e.g. by region or department. The group is created by ticking the drivers at the left, you wish to put in the group.

27

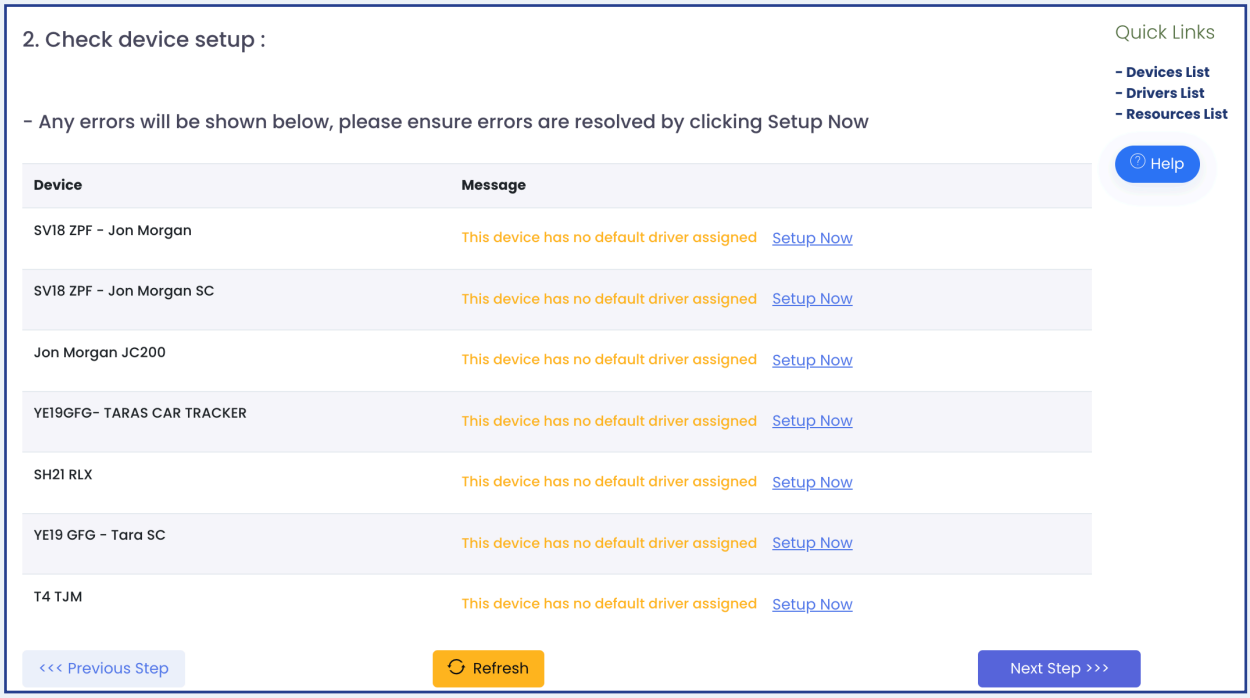


Once you have selected the drivers, enter a group name, select ‘Create group and link selected resources’ and then ‘Finish’.

This allows you to create 1 driver group however you can add further groups at a later stage if you wish to by selecting the orange CONFIG button in the top right hand corner of the DBS page and selecting Driver League Groups.

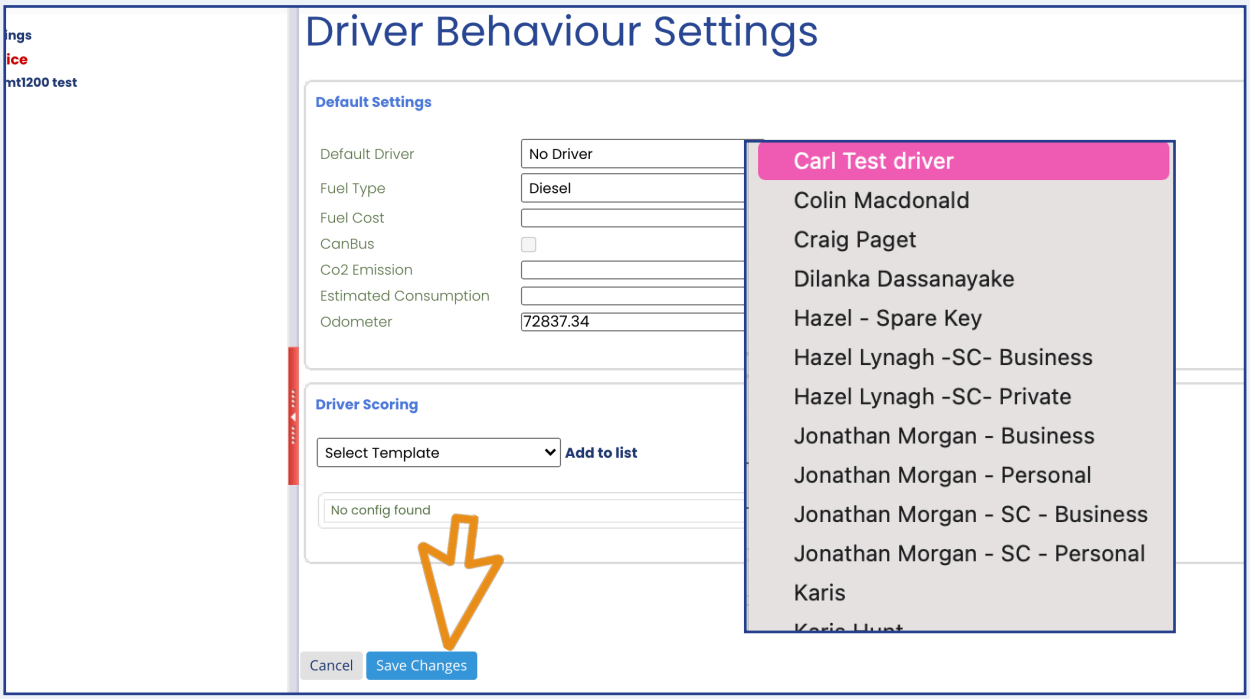
My drivers do both:

28



The error message 'The device has no default driver assigned' will display.
For any drivers that DO NOT LOGIN a default driver must be assigned to that vehicle.
In this case you must select 'Setup Now'. By clicking 'Setup Now' a new tab will open. (Please follow steps 29-33).
If your drivers DO LOGIN using either a pin code or fob you do not need to set up a default driver against that vehicle.

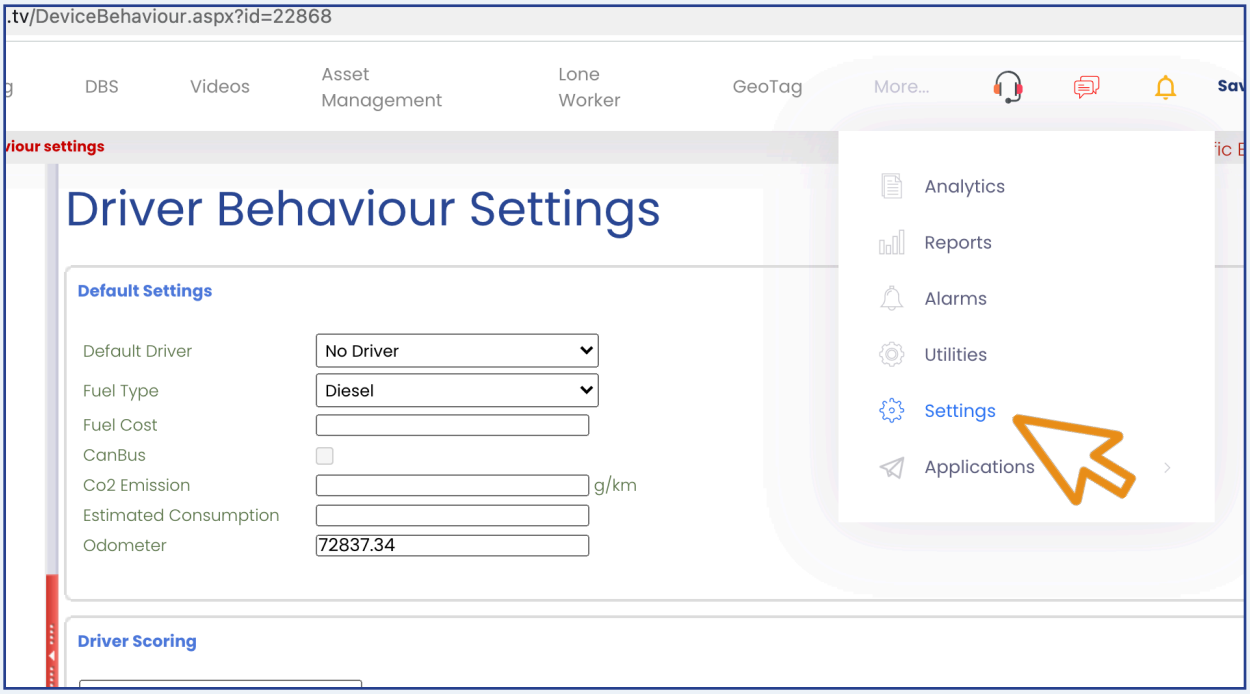
29



You need to select the default driver from the first drop down box and then select 'Save Changes'. (Go to step 34)

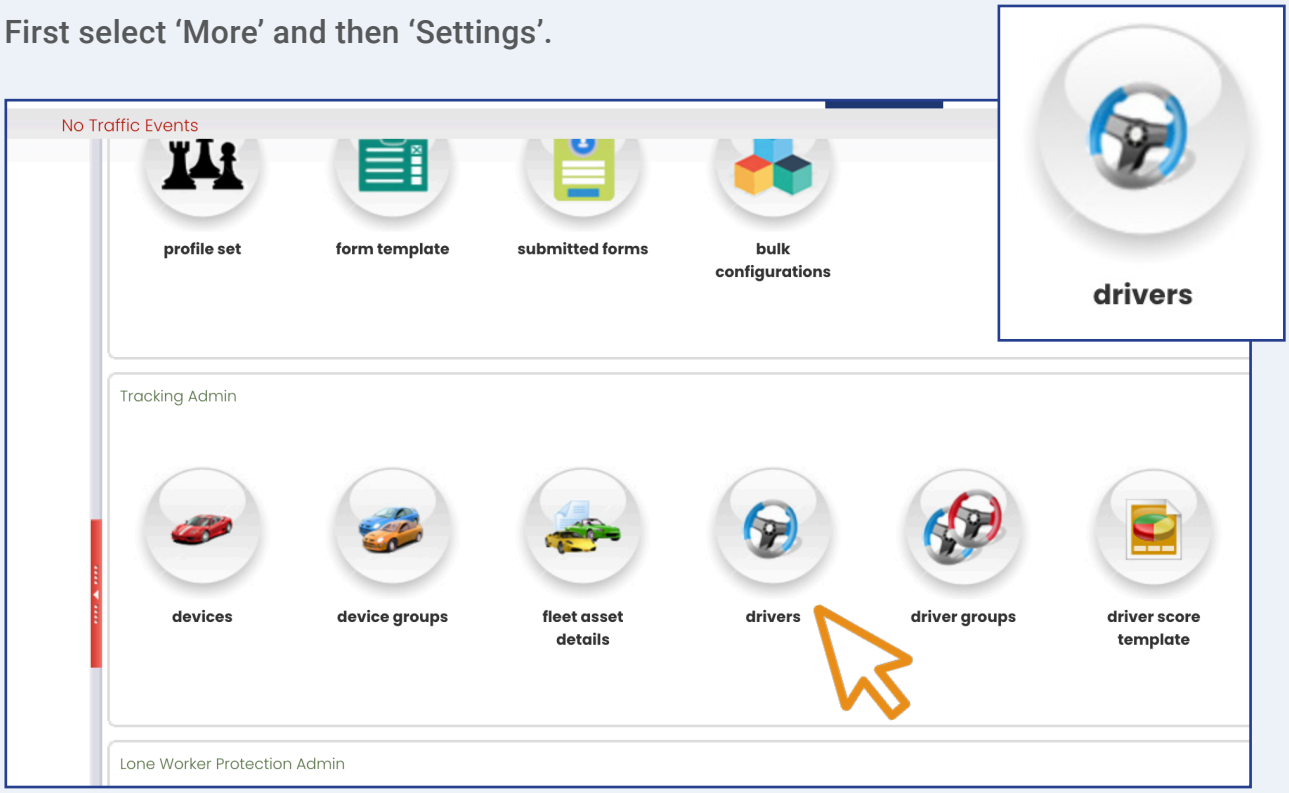
If 'Default Driver' is greyed out, this means you have no drivers set up and you need to complete the following steps before proceeding (30-33).

30



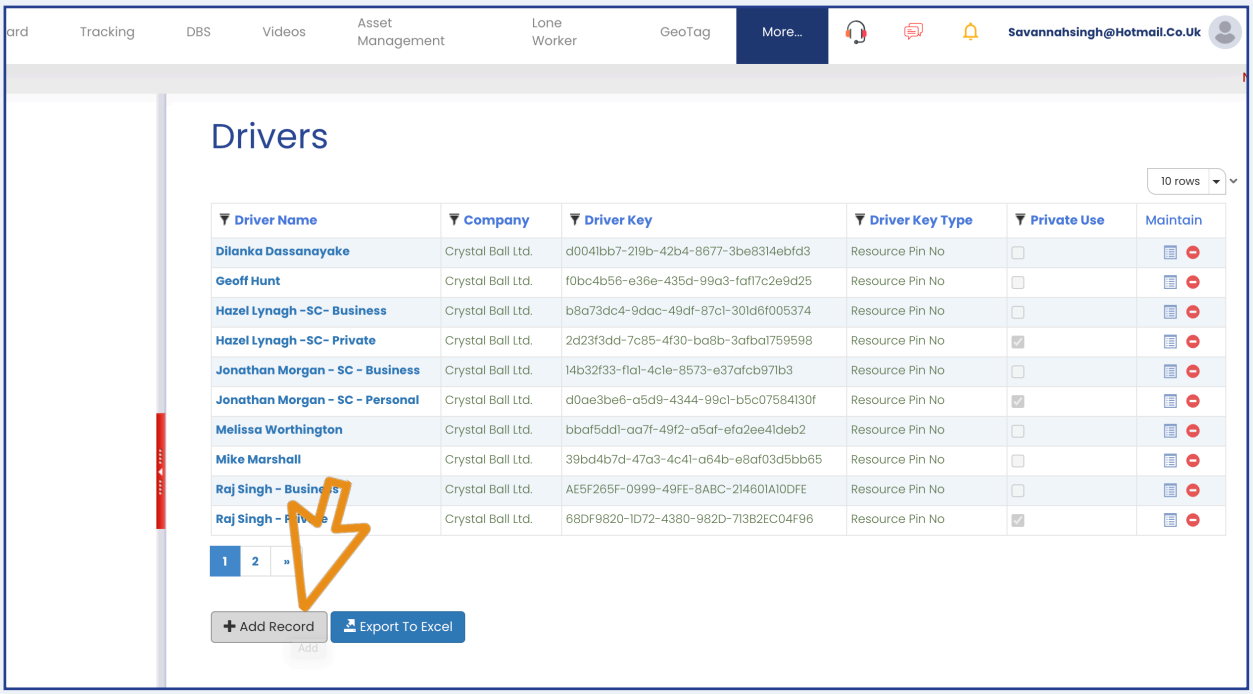
First select ‘More’ and then ‘Settings’.

31



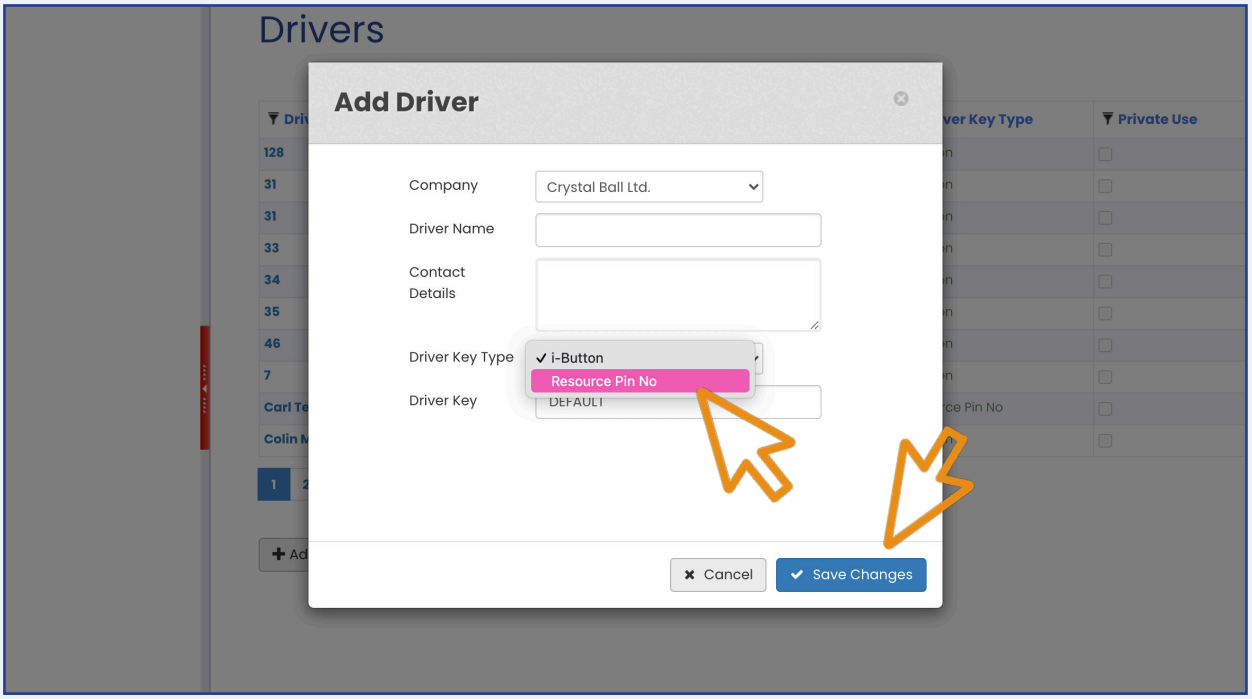
Once inside ‘Settings’, select ‘drivers’.

32



Select ‘Add record’.

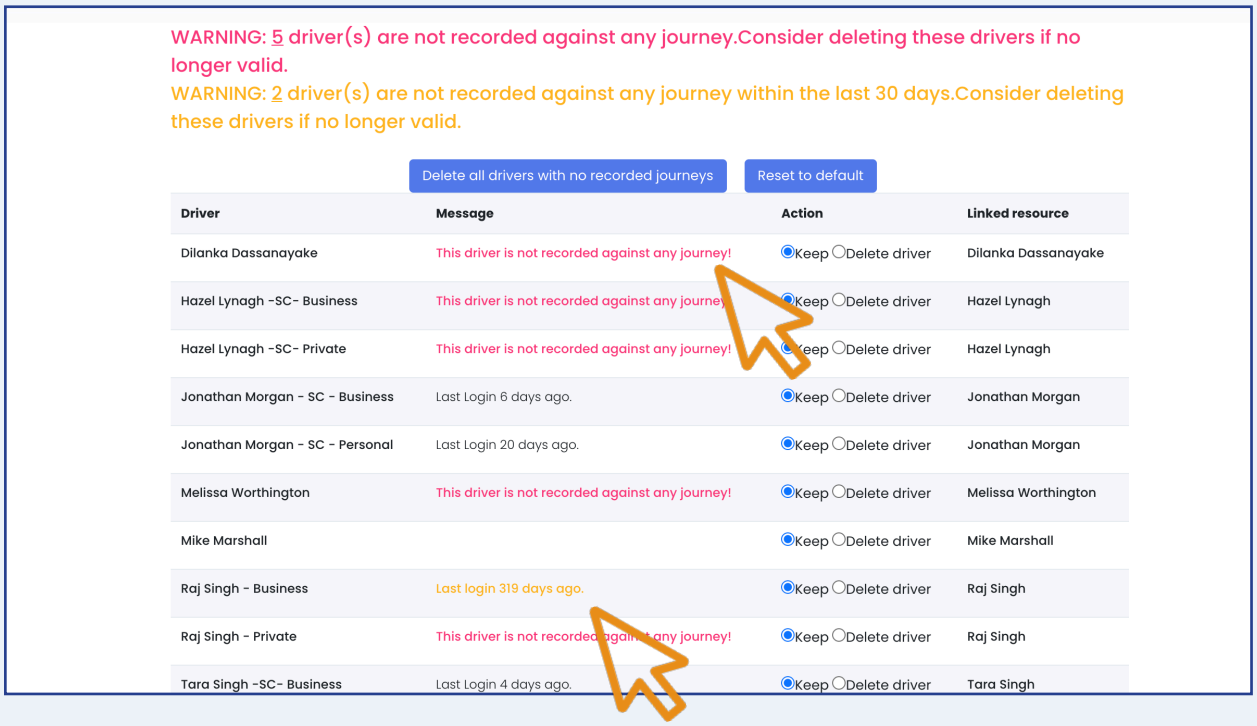
33



Add a ‘Driver Name’ and choose ‘Resource Pin No’ as the driver key type from the drop down bar and then select ‘ Save Changes’.

Once you have created all drivers you can now go back to step 28.

34



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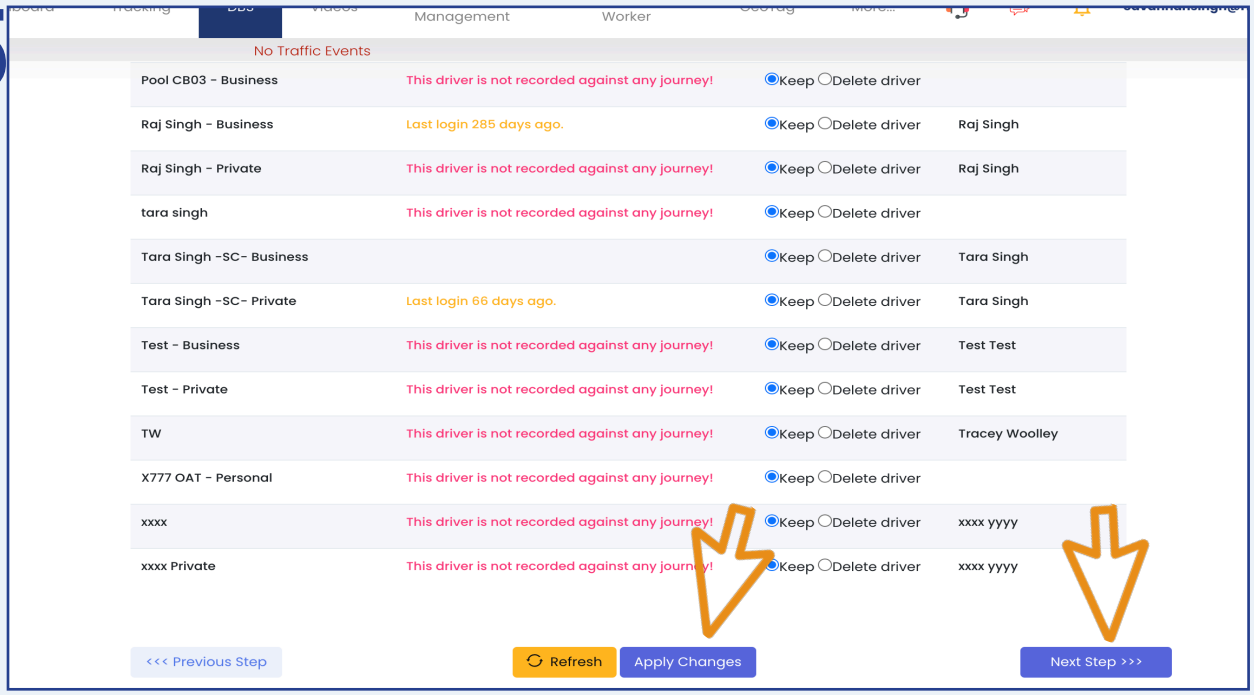
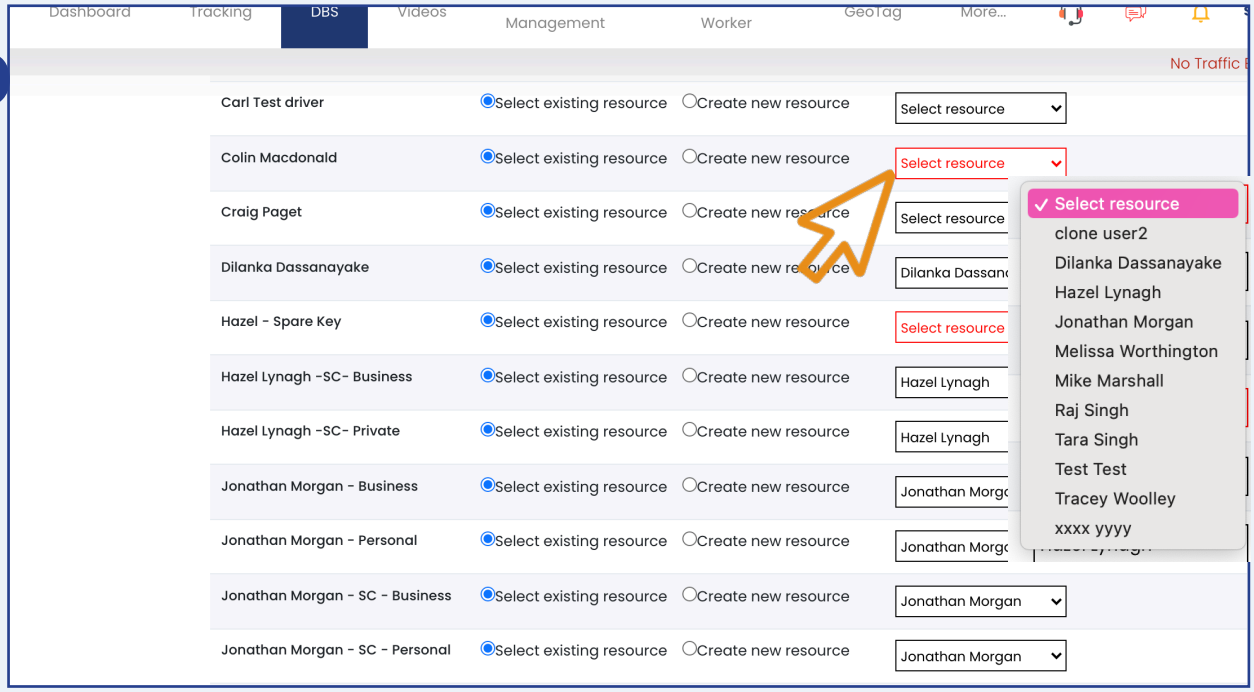
When the driver last logged in will also be highlighted at this point under ‘Message’.

35



Once you have selected the drivers you would like to keep and delete, select 'Apply Changes' and then 'Next Step'.

36



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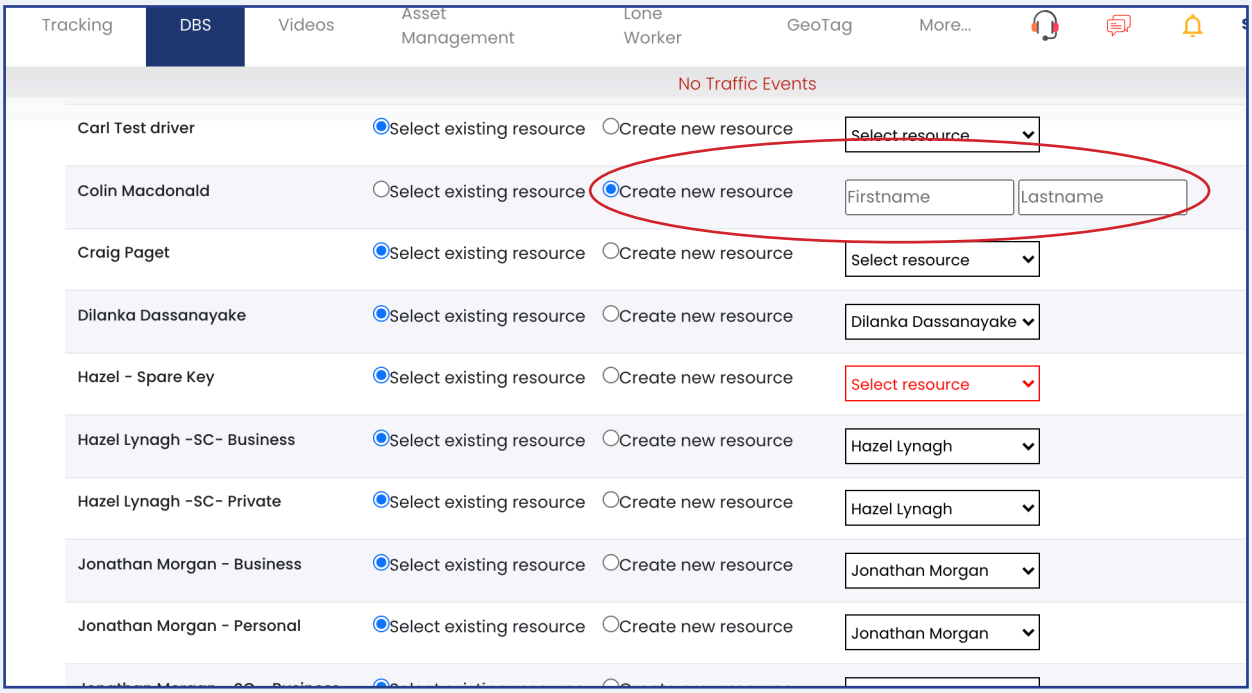
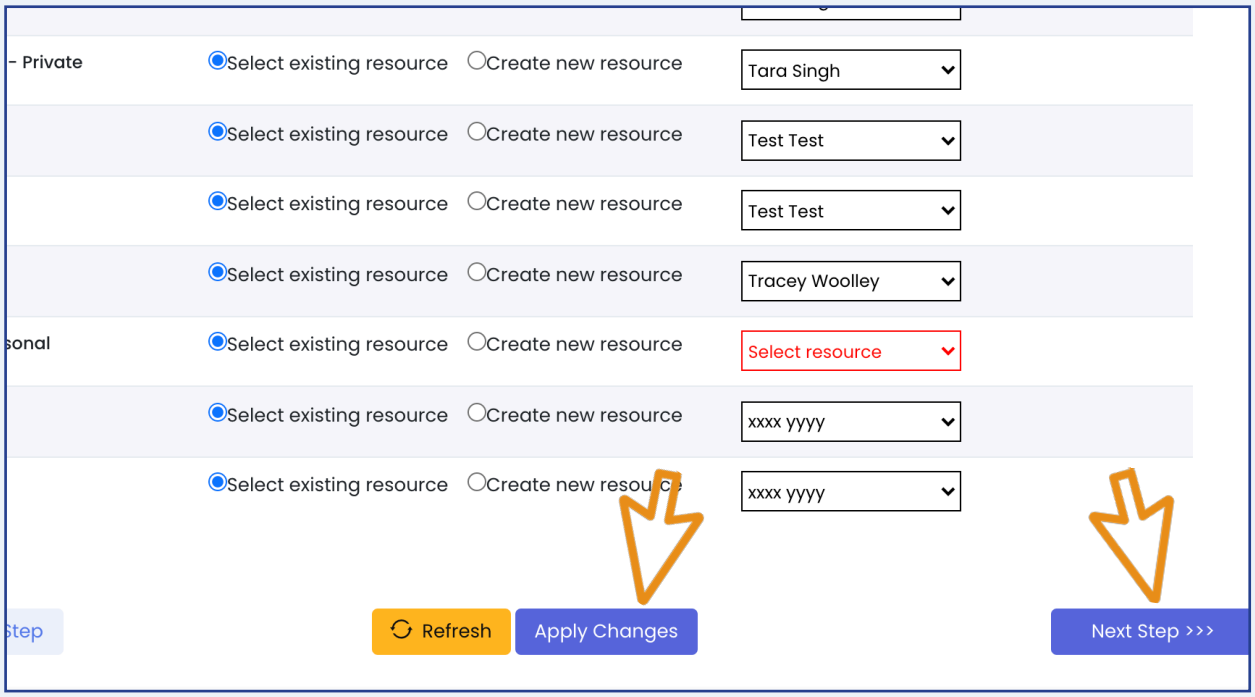
You can select the correct resource using the drop down bar.

37



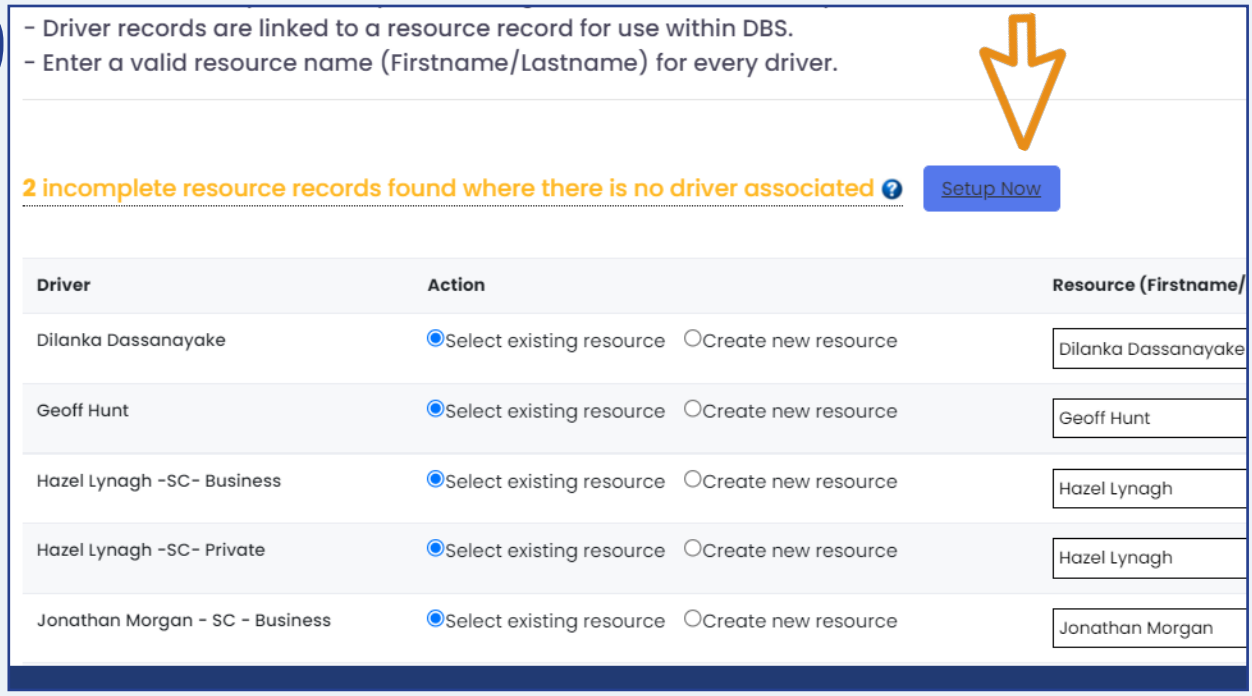
If the resource is not in the drop down bar you can 'create new resource' by entering the first and last name of the driver.

38



Once you have either, selected exisiting resources or created new resources for all drivers select ' Apply Changes' and then 'Next Step'.

39



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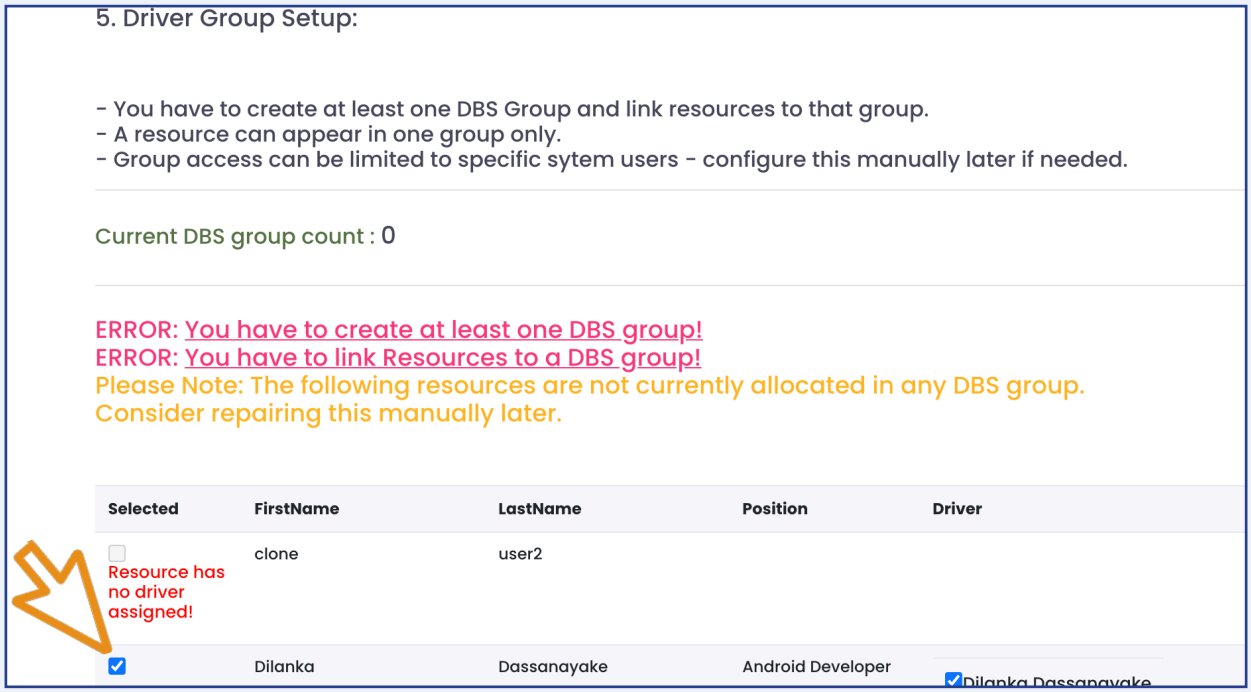
40



Finally you need to create AT LEAST 1 driver group, the current DBS group count will show here. You can use groups to categorise drivers e.g. by region or department. The group is created by ticking the drivers at the left, you wish to put in the group.

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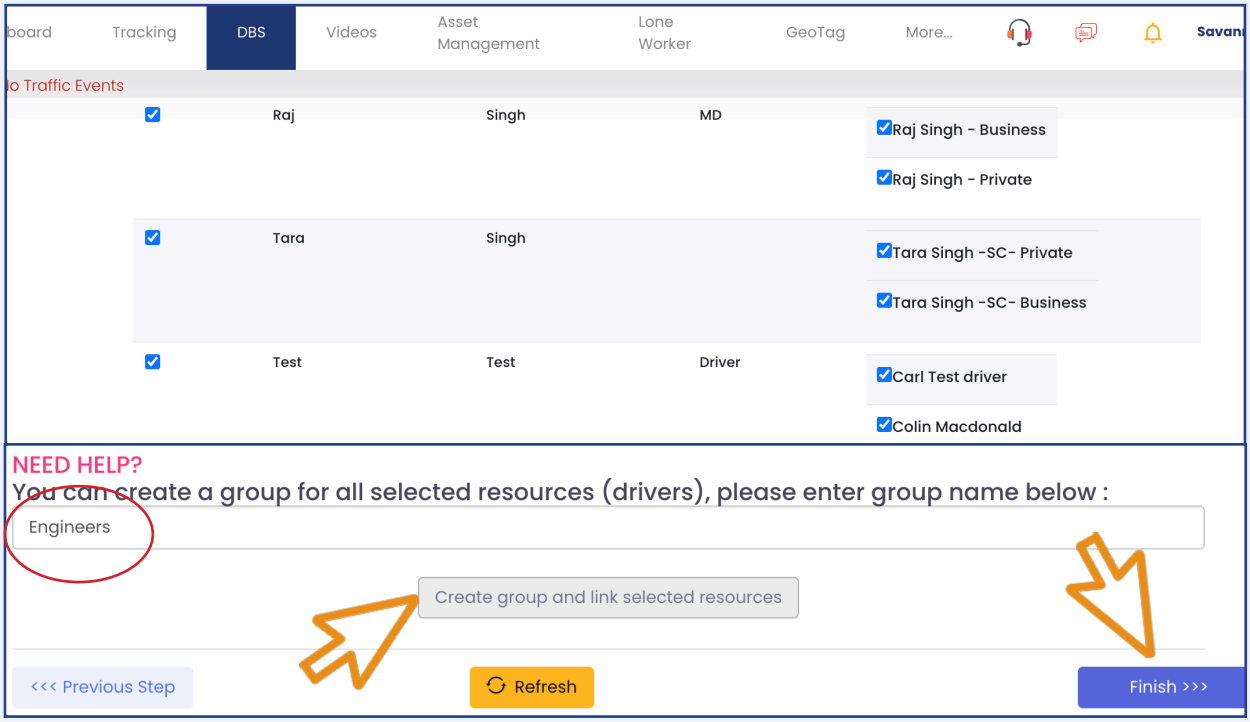

Once you have selected the drivers, enter a group name, select 'Create group and link selected resources' and then 'Finish'.

This allows you to create 1 driver group however you can add further groups at a later stage if you wish to by selecting the orange CONFIG button in the top right hand corner of the DBS page and selecting Driver League Groups.

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