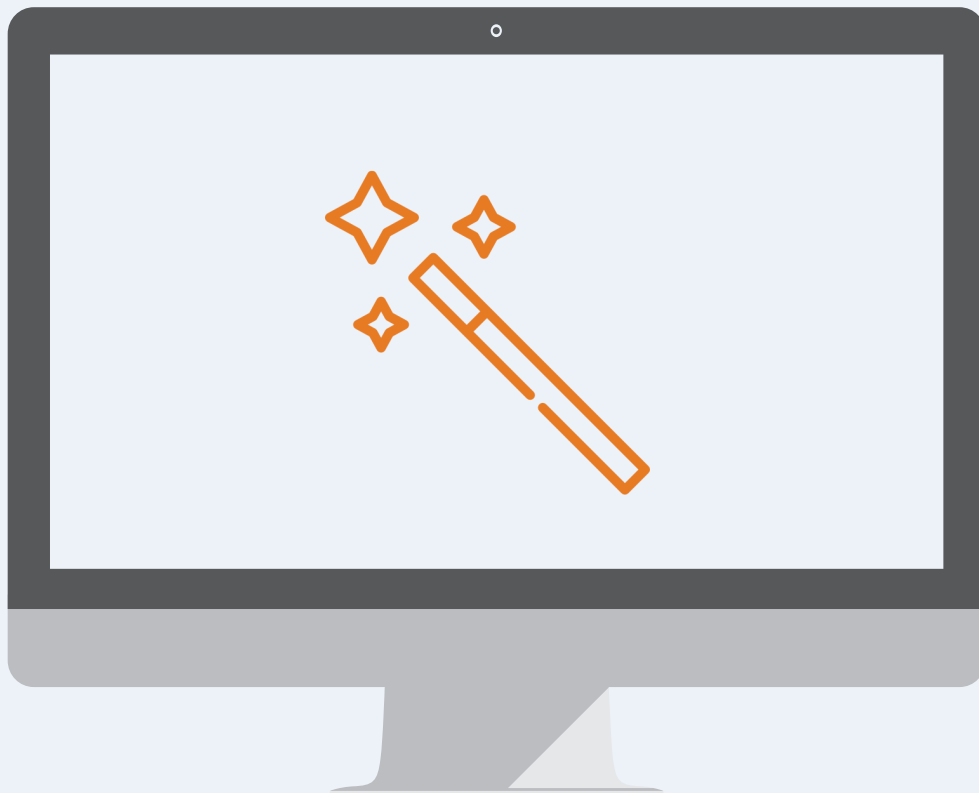


# A guide to using the DBS configuration wizard



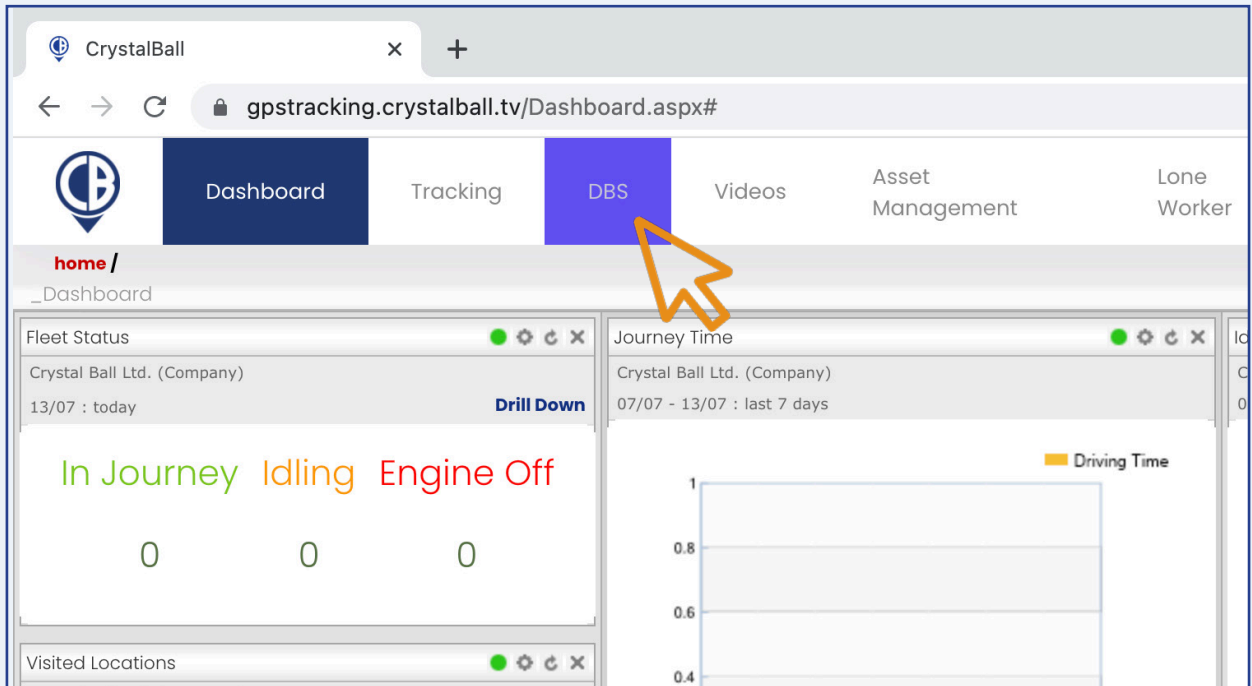
## Table of Contents:

My Drivers login .....	5 - 11
My Drivers do not login .....	12 - 20
My Drivers do both .....	21 - 30

## 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.

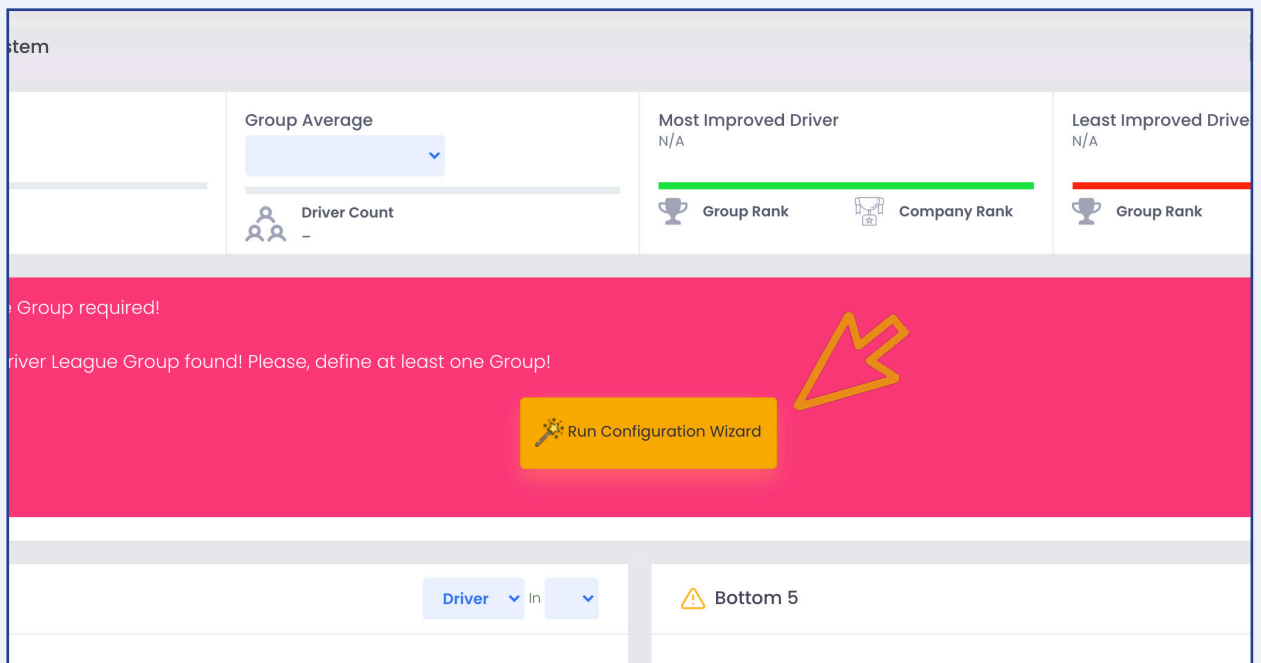
1



The screenshot shows the CrystalBall web application interface. The browser address bar displays 'gpstracking.crystalball.tv/Dashboard.aspx#'. The navigation menu includes 'Dashboard', 'Tracking', 'DBS', 'Videos', 'Asset Management', and 'Lone Worker'. The 'DBS' menu item is highlighted in blue, and a yellow mouse cursor is pointing at it. Below the navigation bar, there are several data panels: 'Fleet Status' showing 'In Journey', 'Idling', and 'Engine Off' counts (all 0); 'Journey Time' showing a bar chart for 'Driving Time' over the last 7 days; and 'Visited Locations'.

First, select 'DBS'.

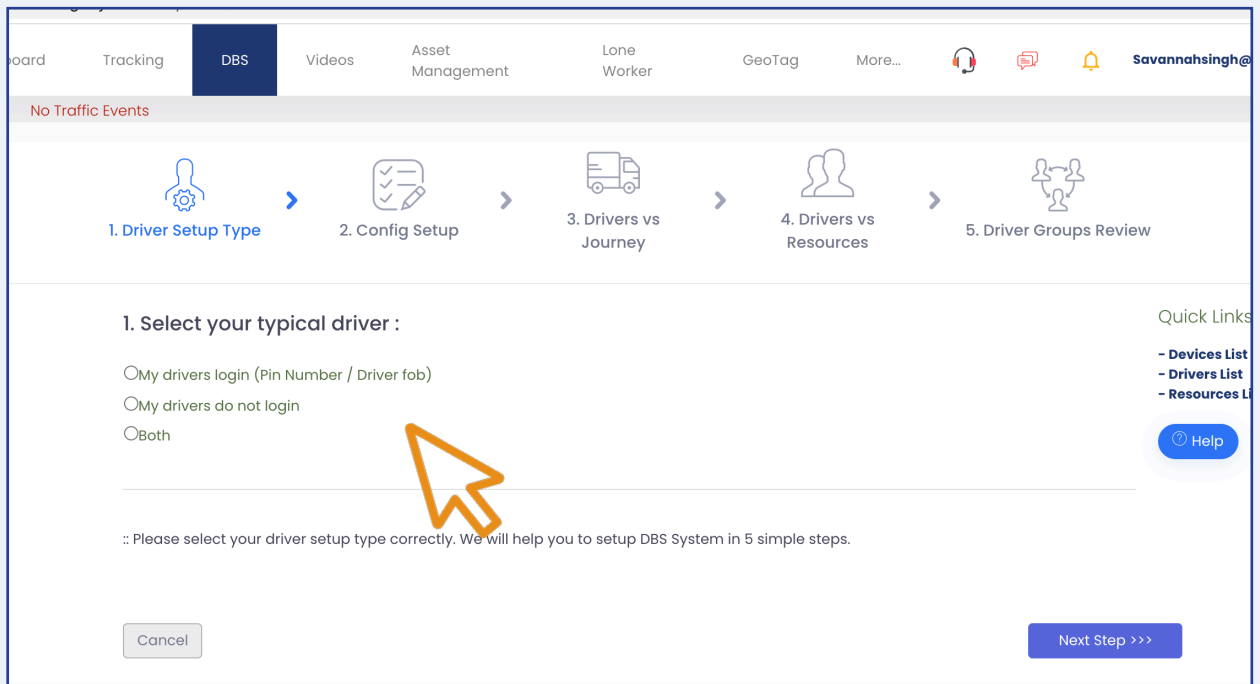
2



The screenshot shows the DBS configuration wizard. The top section displays 'Group Average' with a dropdown menu, 'Driver Count' as '-', 'Most Improved Driver' as 'N/A', and 'Least Improved Driver' as 'N/A'. Below this, there are three horizontal bars representing 'Group Rank', 'Company Rank', and 'Group Rank'. A large pink banner contains the text: 'Group required!', 'Driver League Group found! Please, define at least one Group!', and a yellow button labeled 'Run Configuration Wizard'. A yellow mouse cursor is pointing at the button. At the bottom, there are dropdown menus for 'Driver' and 'In', and a warning icon next to 'Bottom 5'.

Then, select 'Run Configuration Wizard'.

3



The first step in configuring DBS is driver setup.

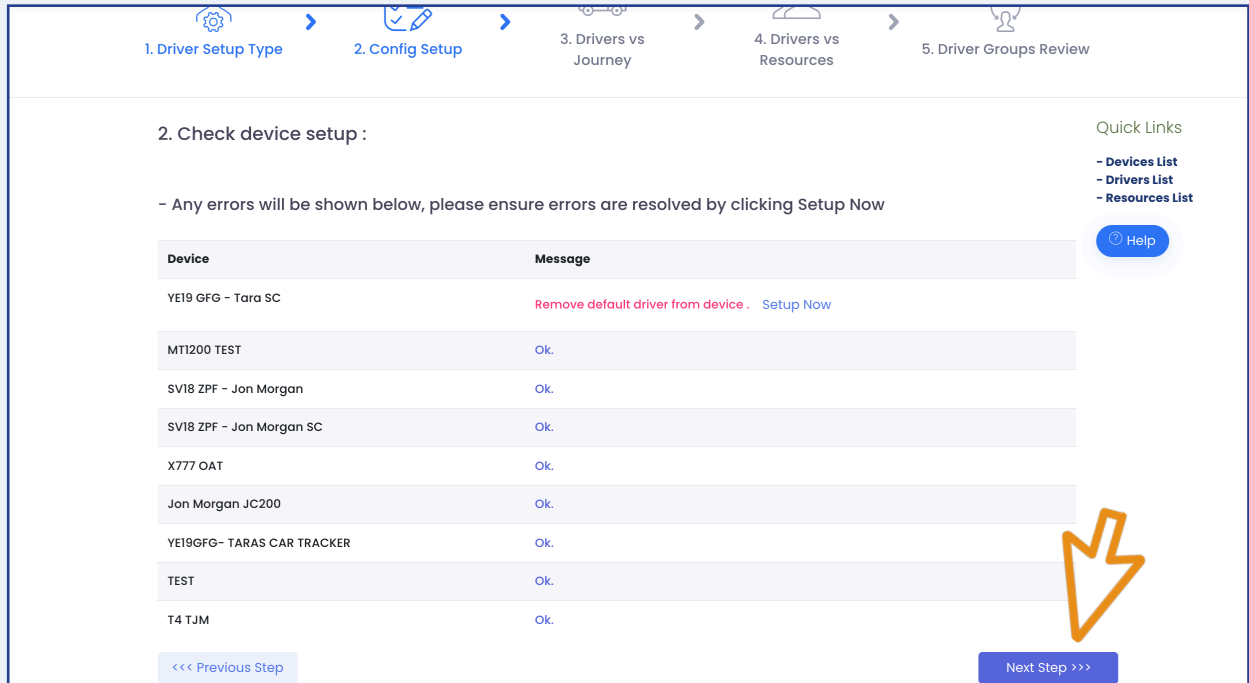
Depending on whether you have FleetTracker or SmartCam, your drivers may have the ability to log in using either a fob or PIN code. In this case, **'My drivers login'** should be selected and you should proceed to **step 4**.

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



1. Driver Setup Type > 2. Config Setup > 3. Drivers vs Journey > 4. Drivers vs Resources > 5. Driver Groups Review

**2. Check device setup :**

- Any errors will be shown below, please ensure errors are resolved by clicking Setup Now

Device	Message
YE19 GFG - Tara SC	Remove default driver from device. <a href="#">Setup Now</a>
MT1200 TEST	Ok.
SV18 ZPF - Jon Morgan	Ok.
SV18 ZPF - Jon Morgan SC	Ok.
X777 OAT	Ok.
Jon Morgan JC200	Ok.
YE19GFG- TARAS CAR TRACKER	Ok.
TEST	Ok.
T4 TJM	Ok.

Quick Links  
 - Devices List  
 - Drivers List  
 - Resources List

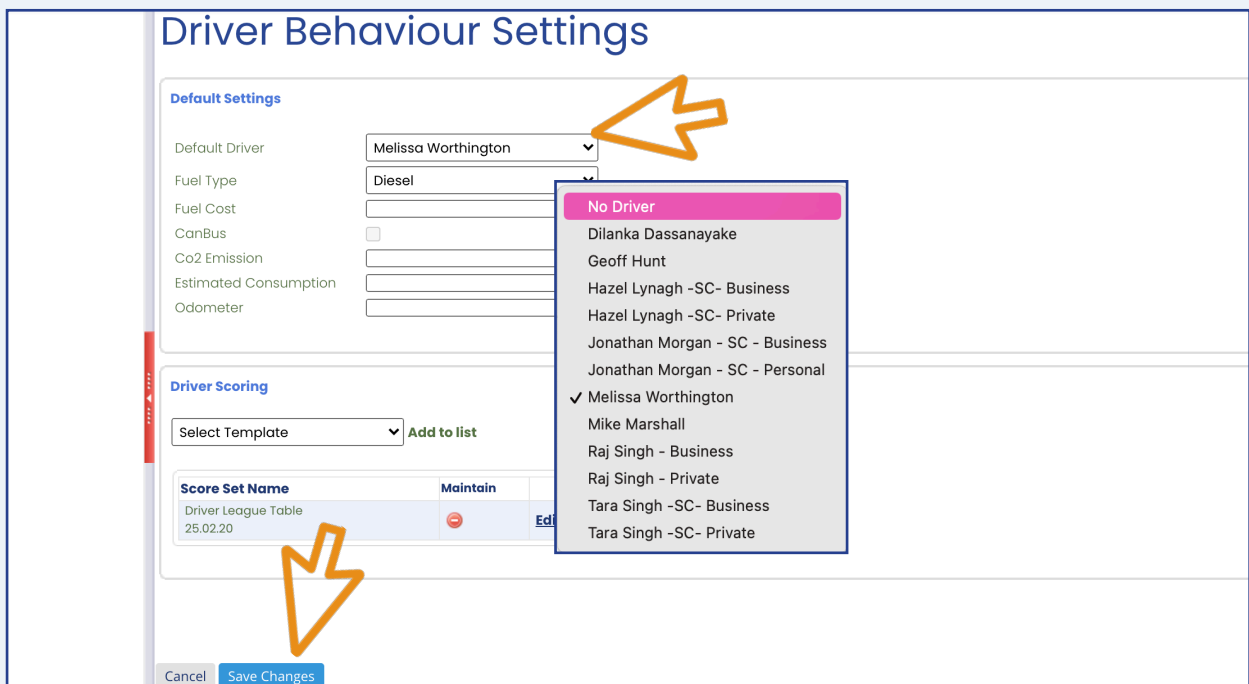
Help

<<< Previous Step      Next Step >>>

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



## Driver Behaviour Settings

**Default Settings**

Default Driver: Melissa Worthington

Fuel Type: Diesel

Fuel Cost:

CanBus:

Co2 Emission:

Estimated Consumption:

Odometer:

**Driver Scoring**

Select Template:  Add to list

Score Set Name	Maintain
Driver League Table 25.02.20	<a href="#">Ed</a>

Cancel    Save Changes

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

# 6

**3. Checking Drivers vs Journey :**

Quick Links  
 - Devices List  
 - Drivers List  
 - Resources List

- Within DBS a resource record represents a driver.  
 - A Driver record represents a particular login method (driver fob or PIN no).  
 - Driver records are linked to a resource record for use within DBS.

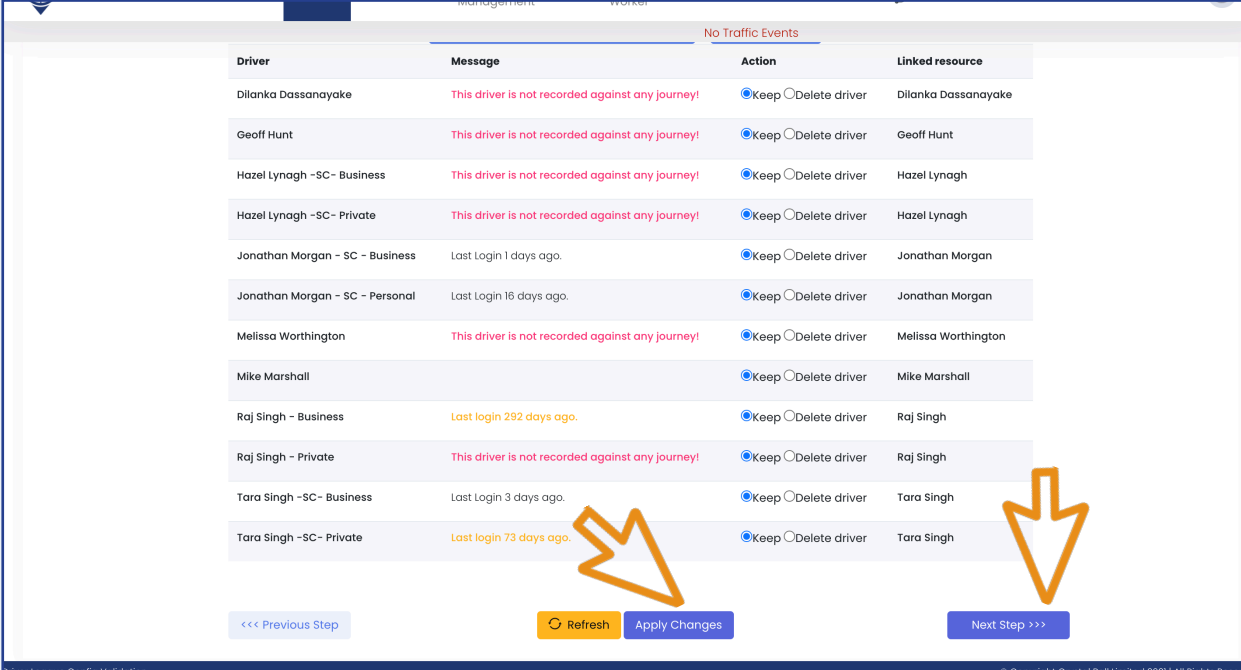
**WARNING: 6 driver(s) are not recorded against any journey. Consider deleting these drivers if no longer valid.**  
**WARNING: 2 driver(s) are not recorded against any journey within the last 30 days. Consider deleting these drivers if no longer valid.**

Driver	Message	Action	Linked resource
Dilanka Dassanayake	This driver is not recorded against any journey!	<input checked="" type="radio"/> Keep <input type="radio"/> Delete driver	Dilanka Dassanayake
Geoff Hunt	This driver is not recorded against any journey!	<input checked="" type="radio"/> Keep <input type="radio"/> Delete driver	Geoff Hunt
Hazel Lynagh -SC- Business	This driver is not recorded against any journey!	<input checked="" type="radio"/> Keep <input type="radio"/> Delete driver	Hazel Lynagh
Hazel Lynagh -SC- Private	This driver is not recorded against any journey!	<input checked="" type="radio"/> Keep <input type="radio"/> Delete driver	Hazel Lynagh
Jonathan Morgan - SC - Business	Last Login 1 days ago.	<input checked="" type="radio"/> Keep <input type="radio"/> Delete driver	Jonathan Morgan

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'.

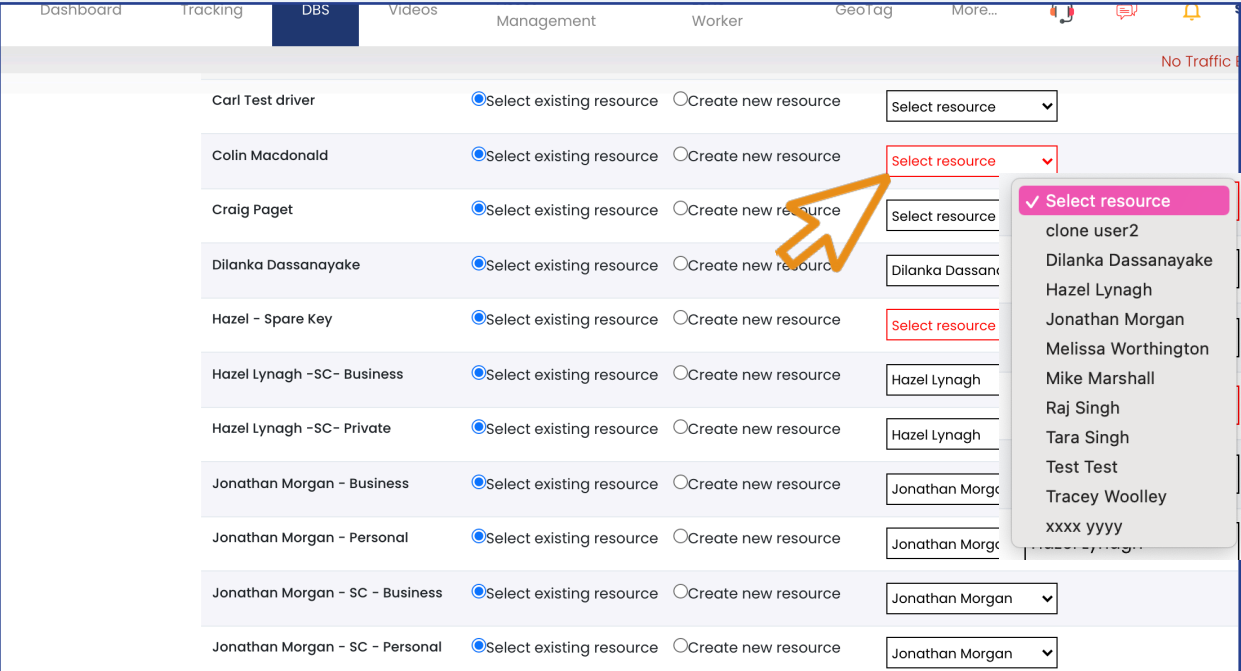
# 7



Driver	Message	Action	Linked resource
Dilanka Dassanayake	This driver is not recorded against any journey!	<input checked="" type="radio"/> Keep <input type="radio"/> Delete driver	Dilanka Dassanayake
Geoff Hunt	This driver is not recorded against any journey!	<input checked="" type="radio"/> Keep <input type="radio"/> Delete driver	Geoff Hunt
Hazel Lynagh -SC- Business	This driver is not recorded against any journey!	<input checked="" type="radio"/> Keep <input type="radio"/> Delete driver	Hazel Lynagh
Hazel Lynagh -SC- Private	This driver is not recorded against any journey!	<input checked="" type="radio"/> Keep <input type="radio"/> Delete driver	Hazel Lynagh
Jonathan Morgan - SC - Business	Last Login 1 days ago.	<input checked="" type="radio"/> Keep <input type="radio"/> Delete driver	Jonathan Morgan
Jonathan Morgan - SC - Personal	Last Login 16 days ago.	<input checked="" type="radio"/> Keep <input type="radio"/> Delete driver	Jonathan Morgan
Melissa Worthington	This driver is not recorded against any journey!	<input checked="" type="radio"/> Keep <input type="radio"/> Delete driver	Melissa Worthington
Mike Marshall		<input checked="" type="radio"/> Keep <input type="radio"/> Delete driver	Mike Marshall
Raj Singh - Business	Last login 292 days ago.	<input checked="" type="radio"/> Keep <input type="radio"/> Delete driver	Raj Singh
Raj Singh - Private	This driver is not recorded against any journey!	<input checked="" type="radio"/> Keep <input type="radio"/> Delete driver	Raj Singh
Tara Singh -SC- Business	Last Login 3 days ago.	<input checked="" type="radio"/> Keep <input type="radio"/> Delete driver	Tara Singh
Tara Singh -SC- Private	Last login 73 days ago.	<input checked="" type="radio"/> Keep <input type="radio"/> Delete driver	Tara Singh

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

# 8

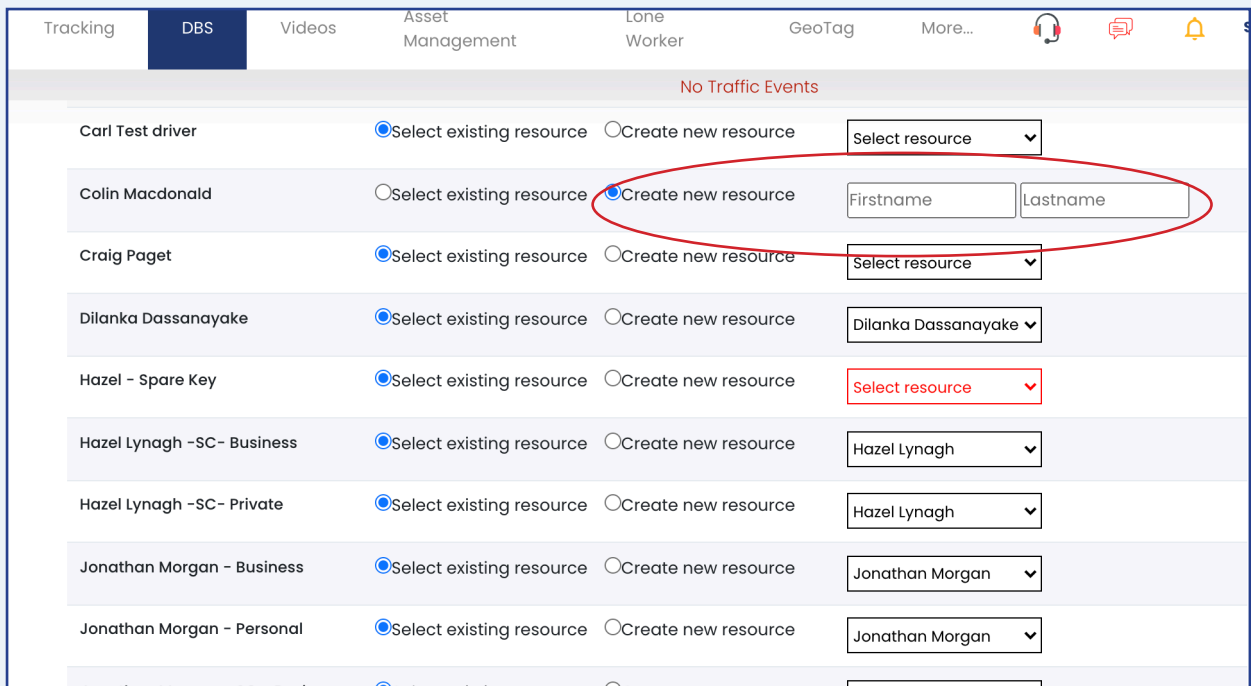


Driver	Select existing resource	Create new resource	Resource
Carl Test driver	<input checked="" type="radio"/>	<input type="radio"/>	Select resource
Colin Macdonald	<input checked="" type="radio"/>	<input type="radio"/>	Select resource
Craig Paget	<input checked="" type="radio"/>	<input type="radio"/>	Select resource
Dilanka Dassanayake	<input checked="" type="radio"/>	<input type="radio"/>	Dilanka Dassanayake
Hazel - Spare Key	<input checked="" type="radio"/>	<input type="radio"/>	Select resource
Hazel Lynagh -SC- Business	<input checked="" type="radio"/>	<input type="radio"/>	Hazel Lynagh
Hazel Lynagh -SC- Private	<input checked="" type="radio"/>	<input type="radio"/>	Hazel Lynagh
Jonathan Morgan - Business	<input checked="" type="radio"/>	<input type="radio"/>	Jonathan Morgan
Jonathan Morgan - Personal	<input checked="" type="radio"/>	<input type="radio"/>	Jonathan Morgan
Jonathan Morgan - SC - Business	<input checked="" type="radio"/>	<input type="radio"/>	Jonathan Morgan
Jonathan Morgan - SC - Personal	<input checked="" type="radio"/>	<input type="radio"/>	Jonathan Morgan

- Select resource
- clone user2
- Dilanka Dassanayake
- Hazel Lynagh
- Jonathan Morgan
- Melissa Worthington
- Mike Marshall
- Raj Singh
- Tara Singh
- Test Test
- Tracey Woolley
- xxxx yyyy

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



Driver Name	Select existing resource	Create new resource	Resource Selection
Carl Test driver	<input checked="" type="radio"/>	<input type="radio"/>	Select resource
Colin Macdonald	<input type="radio"/>	<input checked="" type="radio"/>	Firstname Lastname
Craig Paget	<input checked="" type="radio"/>	<input type="radio"/>	Select resource
Dilanka Dassanayake	<input checked="" type="radio"/>	<input type="radio"/>	Dilanka Dassanayake
Hazel - Spare Key	<input checked="" type="radio"/>	<input type="radio"/>	Select resource
Hazel Lynagh -SC- Business	<input checked="" type="radio"/>	<input type="radio"/>	Hazel Lynagh
Hazel Lynagh -SC- Private	<input checked="" type="radio"/>	<input type="radio"/>	Hazel Lynagh
Jonathan Morgan - Business	<input checked="" type="radio"/>	<input type="radio"/>	Jonathan Morgan
Jonathan Morgan - Personal	<input checked="" type="radio"/>	<input type="radio"/>	Jonathan Morgan

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

Private	<input checked="" type="radio"/> Select existing resource	<input type="radio"/> Create new resource	Tara Singh
	<input checked="" type="radio"/> Select existing resource	<input type="radio"/> Create new resource	Test Test
	<input checked="" type="radio"/> Select existing resource	<input type="radio"/> Create new resource	Test Test
	<input checked="" type="radio"/> Select existing resource	<input type="radio"/> Create new resource	Tracey Woolley
Personal	<input checked="" type="radio"/> Select existing resource	<input type="radio"/> Create new resource	Select resource
	<input checked="" type="radio"/> Select existing resource	<input type="radio"/> Create new resource	xxx yyyy
	<input checked="" type="radio"/> Select existing resource	<input type="radio"/> Create new resource	xxx yyyy

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

# 11

- Driver records are linked to a resource record for use within DBS.  
 - Enter a valid resource name (Firstname/Lastname) for every driver.

**2 incomplete resource records found where there is no driver associated** [Setup Now](#)

Driver	Action	Resource (Firstname/Lastname)
Dilanka Dassanayake	<input checked="" type="radio"/> Select existing resource <input type="radio"/> Create new resource	Dilanka Dassanayake
Geoff Hunt	<input checked="" type="radio"/> Select existing resource <input type="radio"/> Create new resource	Geoff Hunt
Hazel Lynagh -SC- Business	<input checked="" type="radio"/> Select existing resource <input type="radio"/> Create new resource	Hazel Lynagh
Hazel Lynagh -SC- Private	<input checked="" type="radio"/> Select existing resource <input type="radio"/> Create new resource	Hazel Lynagh
Jonathan Morgan - SC - Business	<input checked="" type="radio"/> Select existing resource <input type="radio"/> Create new resource	Jonathan Morgan

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

- You have to create at least one DBS Group and link resources to that group.
- A resource can appear in one group only.
- Group access can be limited to specific system users – configure this manually later if needed.

Current DBS group count : 0

**ERROR: You have to create at least one DBS group!**

**ERROR: You have to link Resources to a DBS group!**

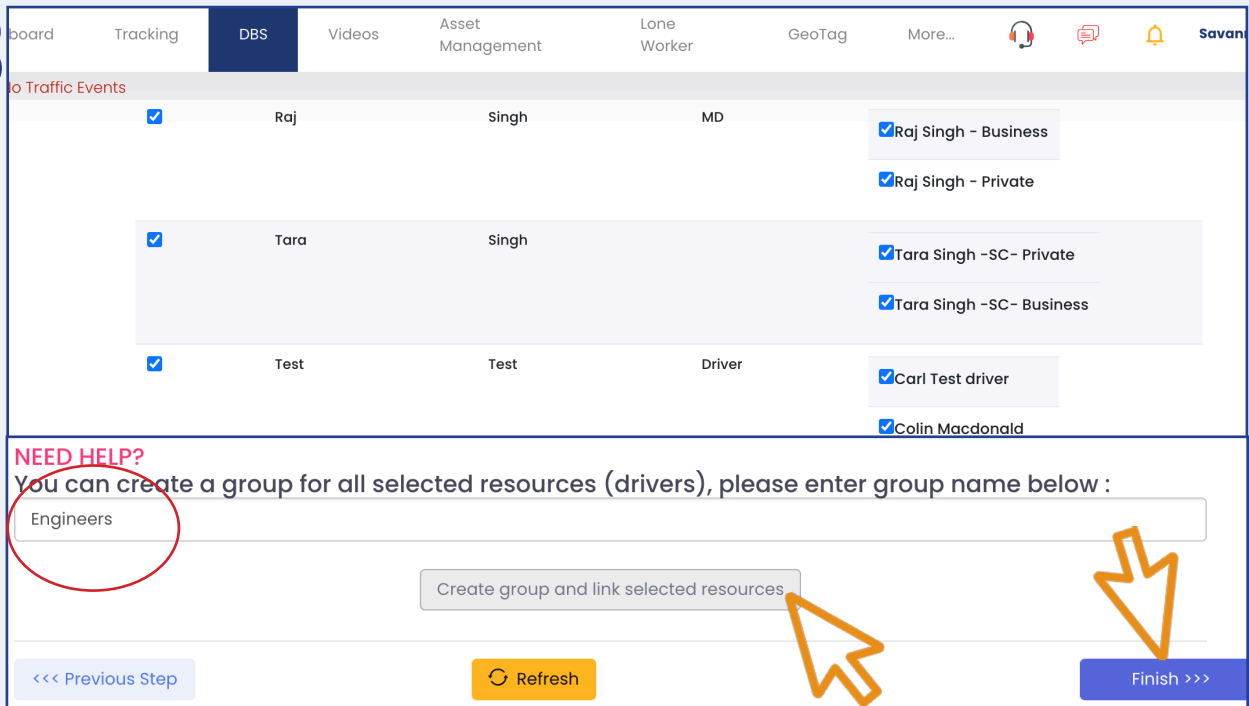
Please Note: The following resources are not currently allocated in any DBS group. Consider repairing this manually later.

Selected	FirstName	LastName	Position	Driver
<input type="checkbox"/>	clone	user2		
<input checked="" type="checkbox"/>	Dilanka	Dassanayake	Android Developer	<input checked="" type="checkbox"/> Dilanka Dassanayake

*Note: A red arrow points to the first row with the text: Resource has no driver assigned!*

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



The screenshot shows the DBS (Driver Behavioural Scoring) interface. At the top, there are navigation tabs: Dashboard, Tracking, DBS (selected), Videos, Asset Management, Lone Worker, GeoTag, and More... There are also icons for help, chat, and notifications. Below the tabs, there is a table of selected drivers with checkboxes. The drivers listed are:

Driver Name	Group Name
Raj Singh - Business	Raj Singh - Business
Raj Singh - Private	Raj Singh - Private
Tara Singh -SC- Private	Tara Singh -SC- Private
Tara Singh -SC- Business	Tara Singh -SC- Business
Carl Test driver	Carl Test driver
Colin Macdonald	Colin Macdonald

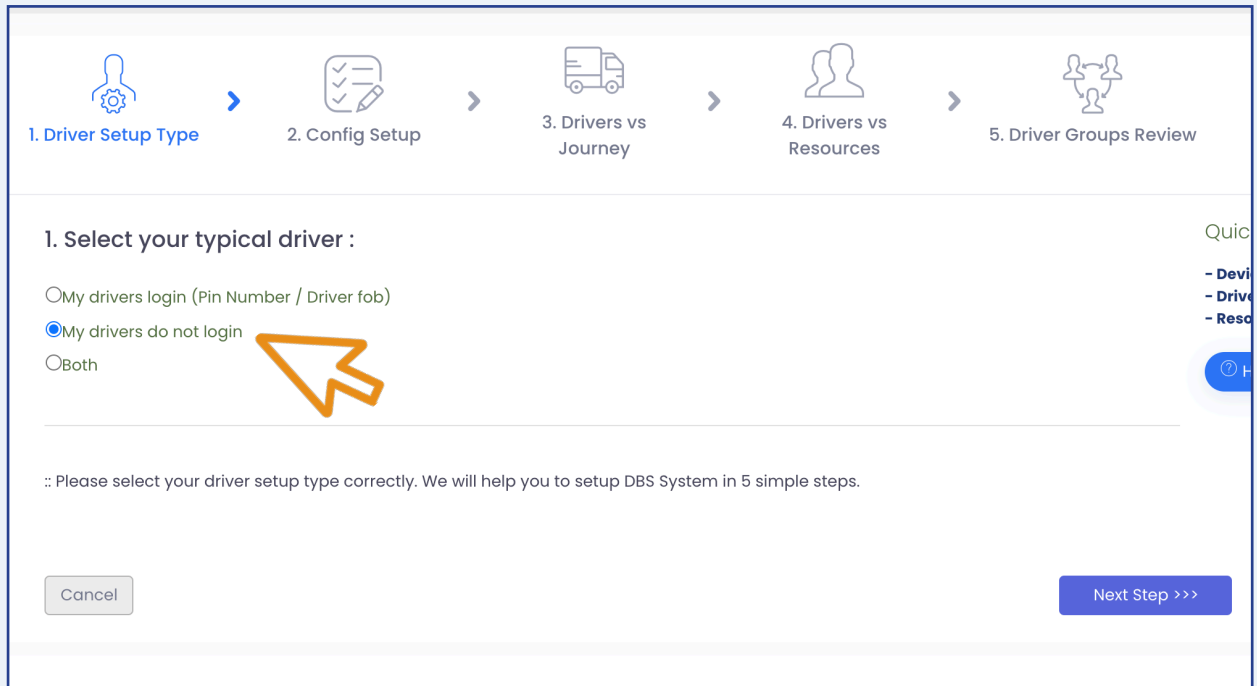
Below the table, there is a section titled "NEED HELP?" with the text: "You can create a group for all selected resources (drivers), please enter group name below :". A text input field contains the word "Engineers". Below the input field is a button labeled "Create group and link selected resources". At the bottom of the interface, there are three buttons: "<<< Previous Step", "Refresh", and "Finish >>>". An orange mouse cursor is pointing at the "Create group and link selected resources" button, and another orange mouse cursor is pointing at the "Finish >>>" button.

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



1. Driver Setup Type > 2. Config Setup > 3. Drivers vs Journey > 4. Drivers vs Resources > 5. Driver Groups Review

1. Select your typical driver :

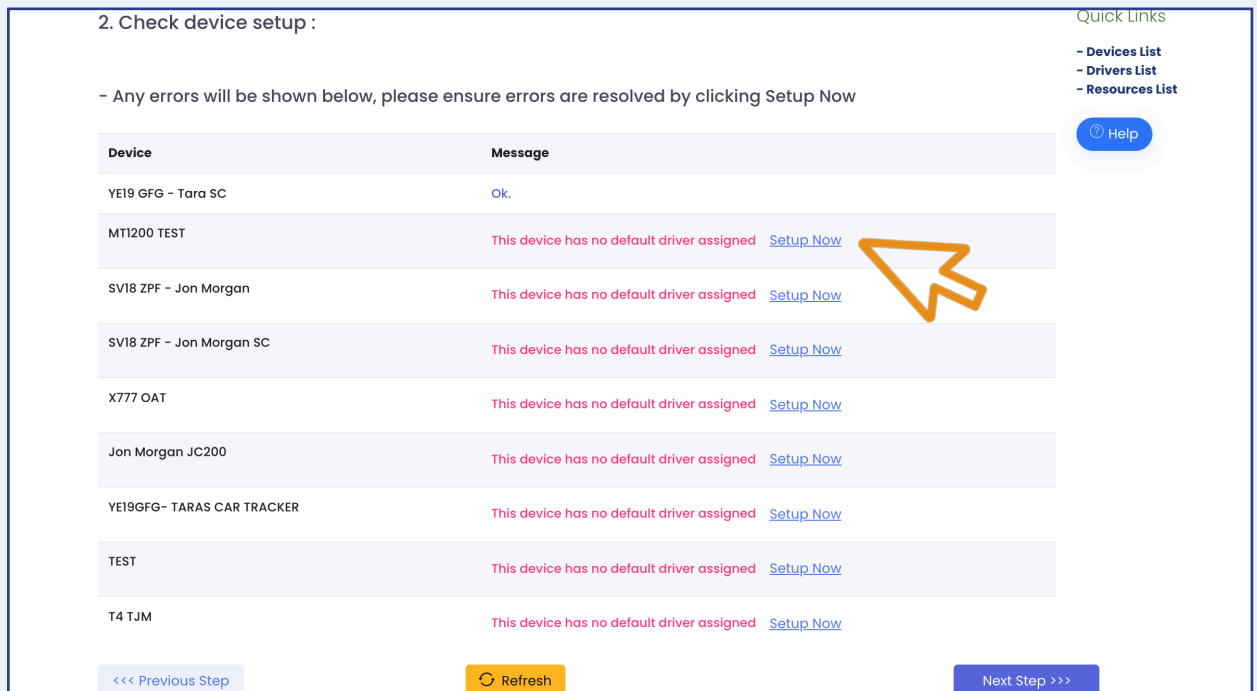
My drivers login (Pin Number / Driver fob)  
 My drivers do not login  
 Both

:: Please select your driver setup type correctly. We will help you to setup DBS System in 5 simple steps.

Cancel Next Step >>>

First, select 'My drivers do not login'.

15



2. Check device setup :

- Any errors will be shown below, please ensure errors are resolved by clicking Setup Now

Device	Message
YE19 GFG - Tara SC	Ok.
MT1200 TEST	This device has no default driver assigned <a href="#">Setup Now</a>
SV18 ZPF - Jon Morgan	This device has no default driver assigned <a href="#">Setup Now</a>
SV18 ZPF - Jon Morgan SC	This device has no default driver assigned <a href="#">Setup Now</a>
X777 OAT	This device has no default driver assigned <a href="#">Setup Now</a>
Jon Morgan JC200	This device has no default driver assigned <a href="#">Setup Now</a>
YE19GFG- TARAS CAR TRACKER	This device has no default driver assigned <a href="#">Setup Now</a>
TEST	This device has no default driver assigned <a href="#">Setup Now</a>
T4 TJM	This device has no default driver assigned <a href="#">Setup Now</a>

Quick Links  
 - Devices List  
 - Drivers List  
 - Resources List  
 Help

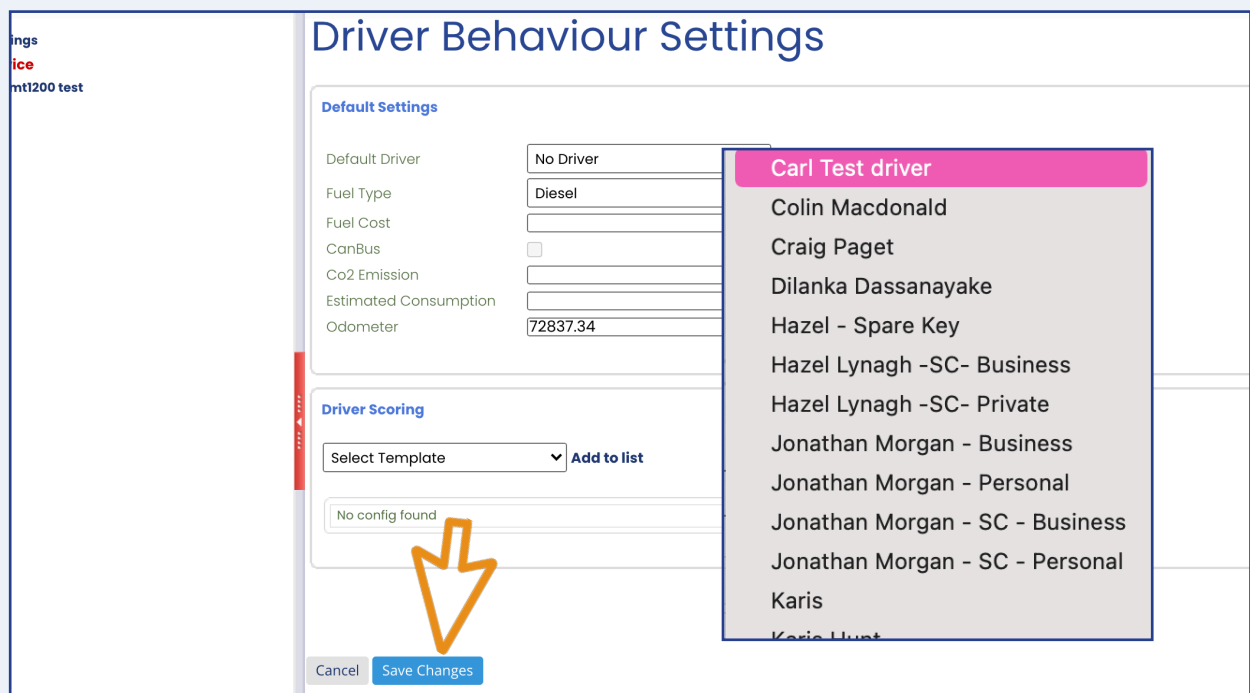
<<< Previous Step Refresh Next Step >>>

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



**Driver Behaviour Settings**

**Default Settings**

Default Driver: No Driver  
Fuel Type: Diesel  
Fuel Cost:   
CanBus:   
Co2 Emission:   
Estimated Consumption:   
Odometer: 72837.34

**Driver Scoring**

Select Template:  Add to list

No config found

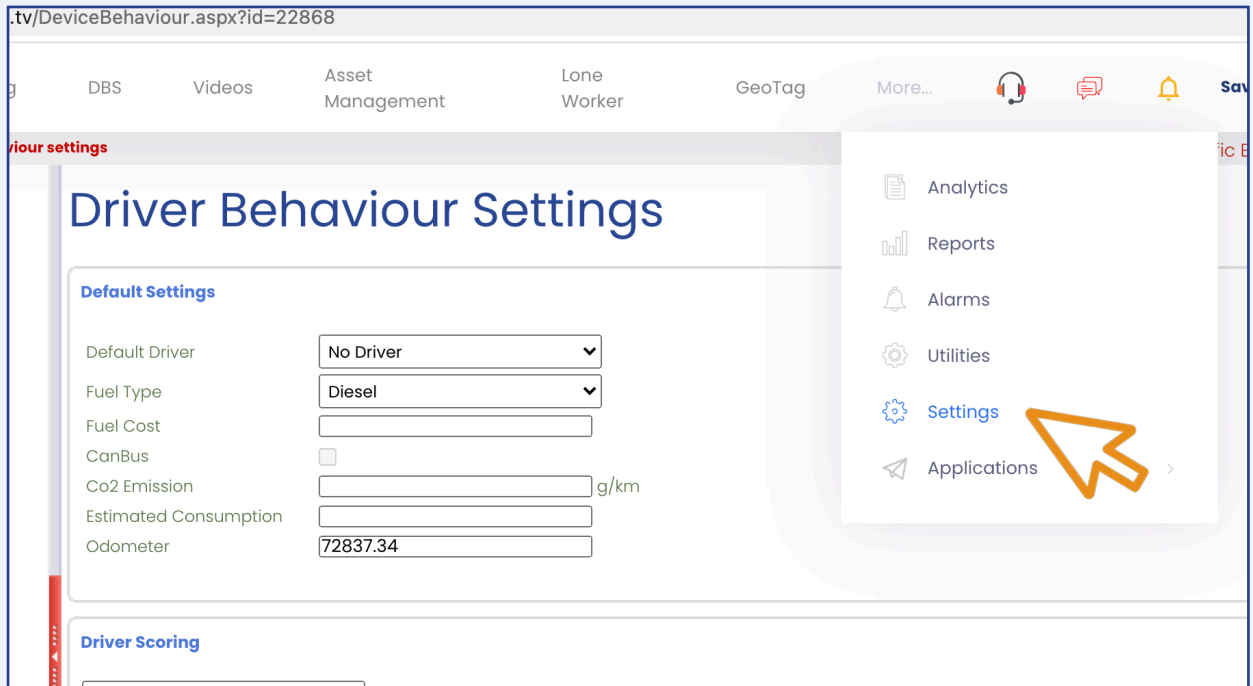
Cancel Save Changes

**Carl Test driver**  
Colin Macdonald  
Craig Paget  
Dilanka Dassanayake  
Hazel - Spare Key  
Hazel Lynagh -SC- Business  
Hazel Lynagh -SC- Private  
Jonathan Morgan - Business  
Jonathan Morgan - Personal  
Jonathan Morgan - SC - Business  
Jonathan Morgan - SC - Personal  
Karis  
Keris Hunt

You need to select the default driver from the first drop down box and then select 'Save Changes'. (Go to step 21)

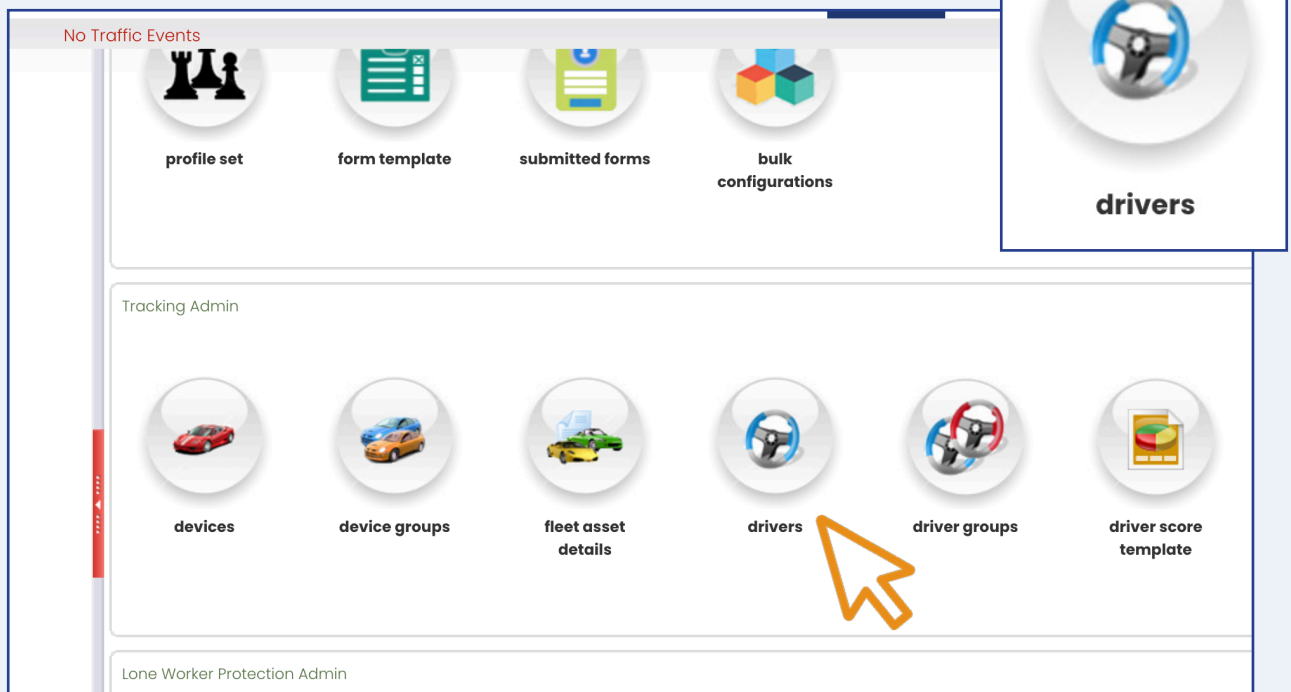
If 'Default Driver' is greyed out, this means you have no drivers set up and you need to complete the following steps before proceeding (17-20).

17



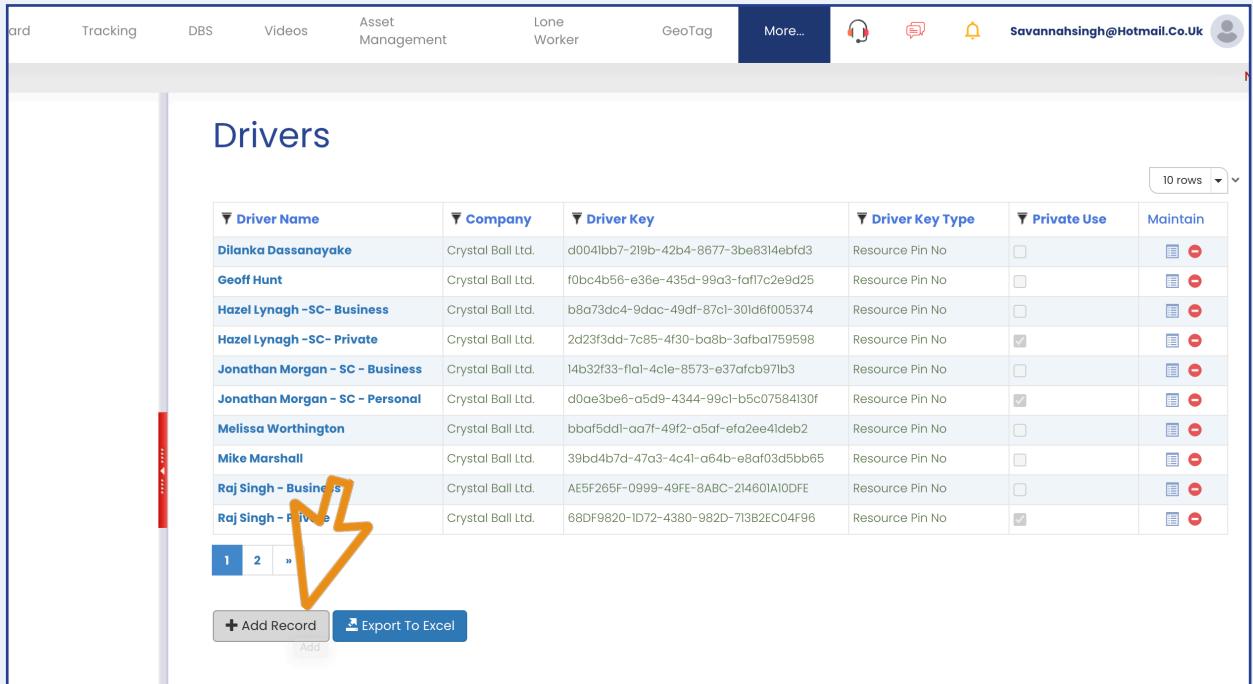
First select 'More' and then 'Settings'.

18



Once inside 'Settings', select 'drivers'.

19



Navigation: Home | Tracking | DBS | Videos | Asset Management | Lone Worker | GeoTag | More... | User: Savannasingh@Hotmail.Co.Uk

### Drivers

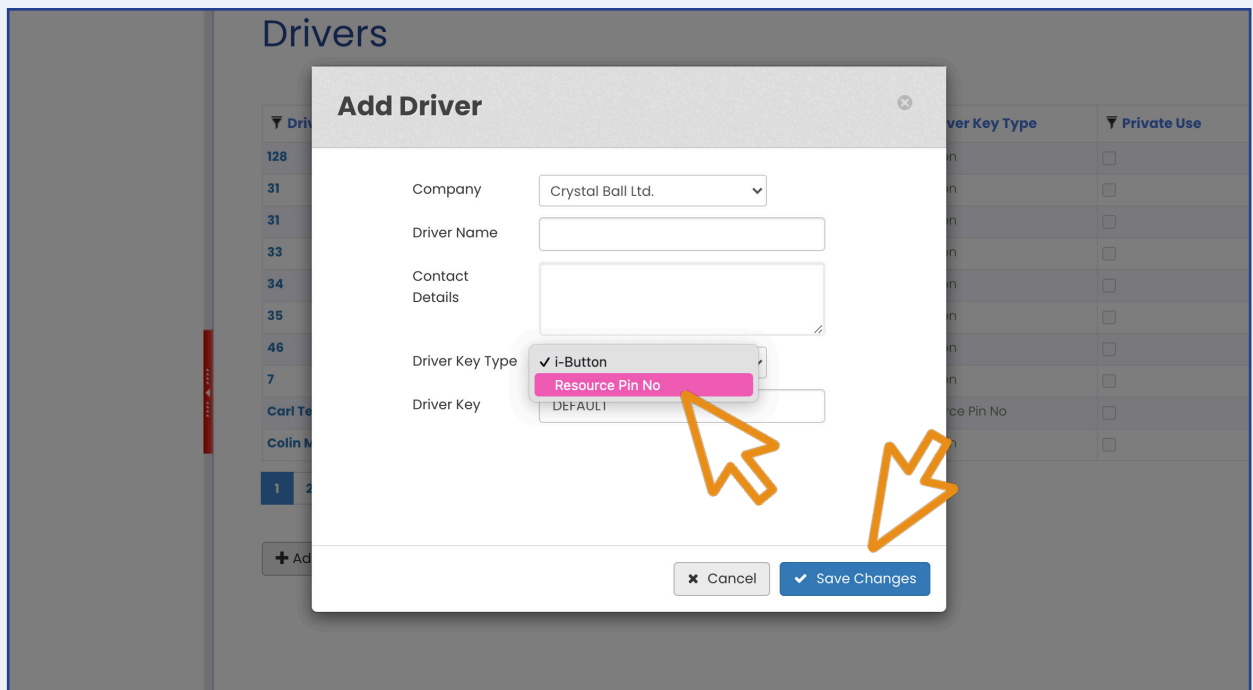
10 rows

Driver Name	Company	Driver Key	Driver Key Type	Private Use	Maintain
Dilanka Dassanayake	Crystal Ball Ltd.	d0041bb7-219b-42b4-8677-3be8314ebfd3	Resource Pin No	<input type="checkbox"/>	
Geoff Hunt	Crystal Ball Ltd.	f0bc4b56-e36e-435d-99a3-faf17c2e9d25	Resource Pin No	<input type="checkbox"/>	
Hazel Lynagh - SC - Business	Crystal Ball Ltd.	b8a73dc4-9dac-49df-87c1-30ld6f005374	Resource Pin No	<input type="checkbox"/>	
Hazel Lynagh - SC - Private	Crystal Ball Ltd.	2d23f3dd-7c85-4f30-ba8b-3afba1759598	Resource Pin No	<input checked="" type="checkbox"/>	
Jonathan Morgan - SC - Business	Crystal Ball Ltd.	14b32f33-flal-4cle-8573-e37afcb971b3	Resource Pin No	<input type="checkbox"/>	
Jonathan Morgan - SC - Personal	Crystal Ball Ltd.	d0ae3be6-a5d9-4344-99c1-b5c07584130f	Resource Pin No	<input checked="" type="checkbox"/>	
Melissa Worthington	Crystal Ball Ltd.	bbaf5dcl-aq7f-49f2-a5af-efa2ee4ldeb2	Resource Pin No	<input type="checkbox"/>	
Mike Marshall	Crystal Ball Ltd.	39bd4b7d-47a3-4c4l-a64b-e8af03d5bb65	Resource Pin No	<input type="checkbox"/>	
Raj Singh - Business	Crystal Ball Ltd.	AE5F265F-0999-49FE-8ABC-214601A10DFE	Resource Pin No	<input type="checkbox"/>	
Raj Singh - Private	Crystal Ball Ltd.	68DF9820-1D72-4380-982D-713B2EC04F96	Resource Pin No	<input checked="" type="checkbox"/>	

Buttons: + Add Record, Export To Excel

Select 'Add record'.

20



### Add Driver

Company: Crystal Ball Ltd.

Driver Name:

Contact Details:

Driver Key Type:  i-Button, **Resource Pin No**,  DEFAULT

Driver Key:

Buttons: Cancel, Save Changes

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

3. Checking Drivers vs Journey :

Quick Links

- Devices List
- Drivers List
- Resources List

[Help](#)

- Within DBS a resource record represents a driver.  
 - A Driver record represents a particular login method (driver fob or PIN no).  
 - Driver records are linked to a resource record for use within DBS.

**WARNING: 6 driver(s) are not recorded against any journey. Consider deleting these drivers if no longer valid.**  
**WARNING: 2 driver(s) are not recorded against any journey within the last 30 days. Consider deleting these drivers if no longer valid.**

Delete all drivers with no recorded journeys
Reset to default

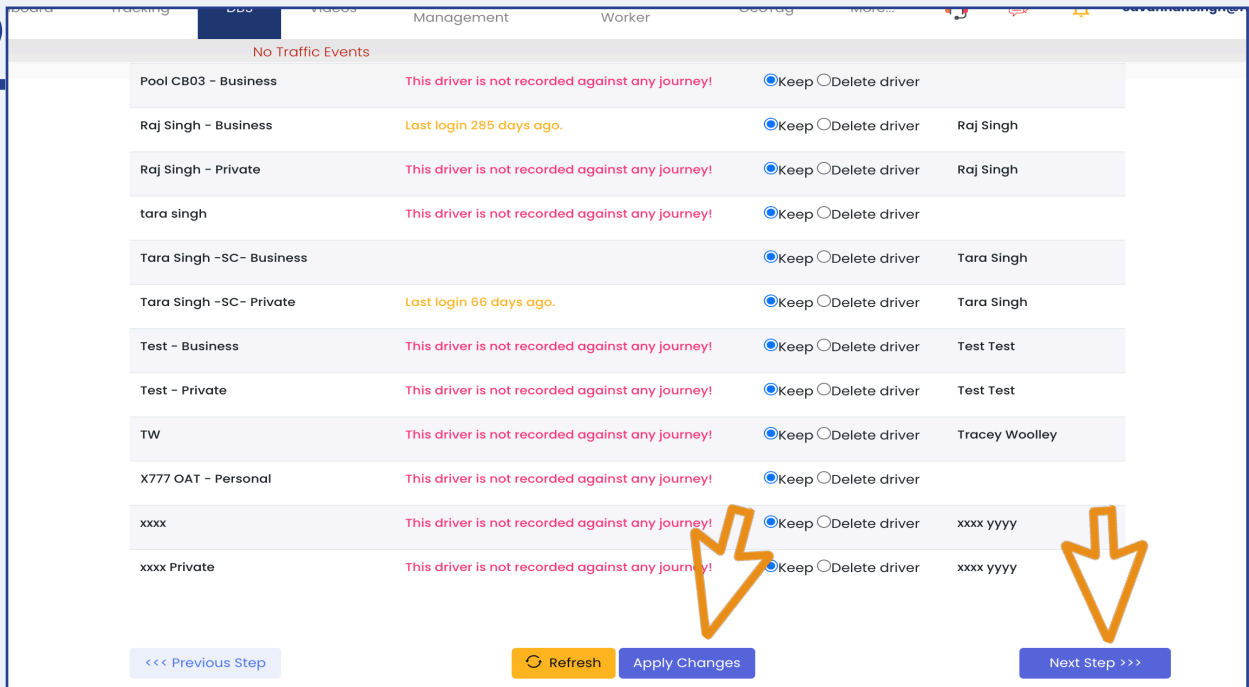
Driver	Message	Action	Linked resource
Dilanka Dassanayake	This driver is not recorded against any journey!	<input checked="" type="radio"/> Keep <input type="radio"/> Delete driver	Dilanka Dassanayake
Geoff Hunt	This driver is not recorded against any journey!	<input checked="" type="radio"/> Keep <input type="radio"/> Delete driver	Geoff Hunt
Hazel Lynagh -SC- Business	This driver is not recorded against any journey!	<input checked="" type="radio"/> Keep <input type="radio"/> Delete driver	Hazel Lynagh
Hazel Lynagh -SC- Private	This driver is not recorded against any journey!	<input checked="" type="radio"/> Keep <input type="radio"/> Delete driver	Hazel Lynagh
Jonathan Morgan - SC - Business	Last Login 1 days ago.	<input checked="" type="radio"/> Keep <input type="radio"/> Delete driver	Jonathan Morgan

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'.



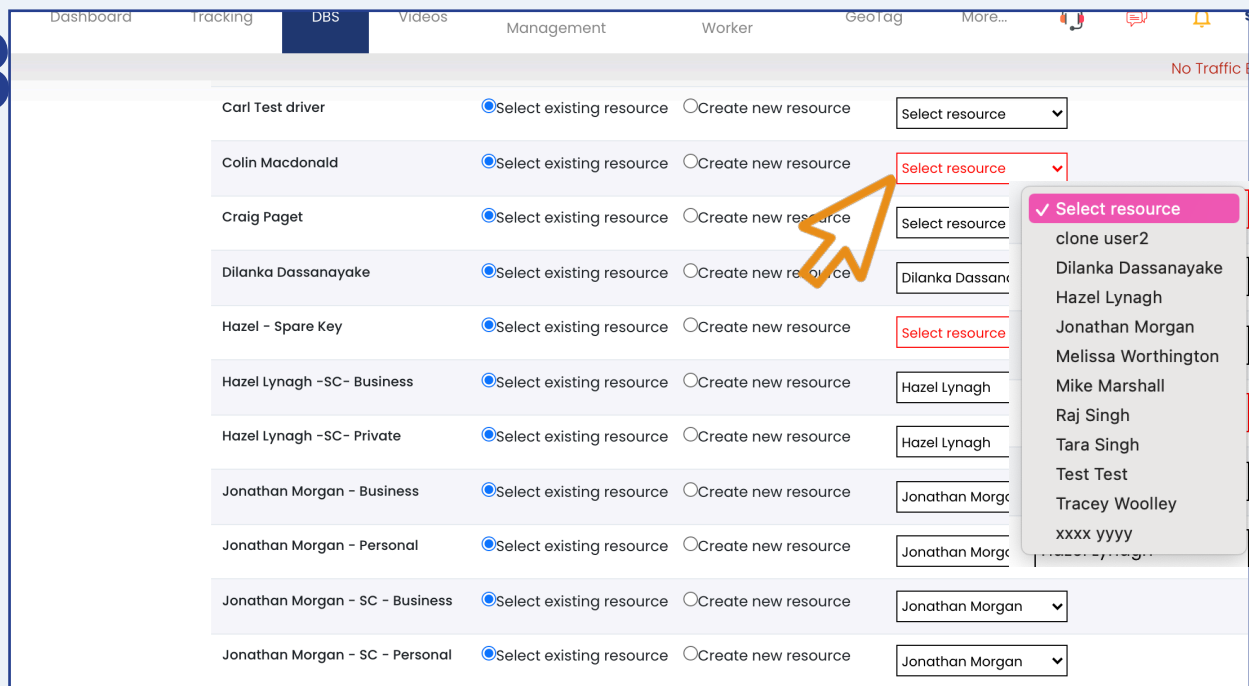
22



No Traffic Events			
Pool CB03 - Business	This driver is not recorded against any journey!	<input checked="" type="radio"/> Keep <input type="radio"/> Delete driver	
Raj Singh - Business	Last login 285 days ago.	<input checked="" type="radio"/> Keep <input type="radio"/> Delete driver	Raj Singh
Raj Singh - Private	This driver is not recorded against any journey!	<input checked="" type="radio"/> Keep <input type="radio"/> Delete driver	Raj Singh
tara singh	This driver is not recorded against any journey!	<input checked="" type="radio"/> Keep <input type="radio"/> Delete driver	
Tara Singh -SC- Business		<input checked="" type="radio"/> Keep <input type="radio"/> Delete driver	Tara Singh
Tara Singh -SC- Private	Last login 66 days ago.	<input checked="" type="radio"/> Keep <input type="radio"/> Delete driver	Tara Singh
Test - Business	This driver is not recorded against any journey!	<input checked="" type="radio"/> Keep <input type="radio"/> Delete driver	Test Test
Test - Private	This driver is not recorded against any journey!	<input checked="" type="radio"/> Keep <input type="radio"/> Delete driver	Test Test
TW	This driver is not recorded against any journey!	<input checked="" type="radio"/> Keep <input type="radio"/> Delete driver	Tracey Woolley
X777 OAT - Personal	This driver is not recorded against any journey!	<input checked="" type="radio"/> Keep <input type="radio"/> Delete driver	
xxxx	This driver is not recorded against any journey!	<input checked="" type="radio"/> Keep <input type="radio"/> Delete driver	xxxx yyyy
xxxx Private	This driver is not recorded against any journey!	<input checked="" type="radio"/> Keep <input type="radio"/> Delete driver	xxxx yyyy

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

23

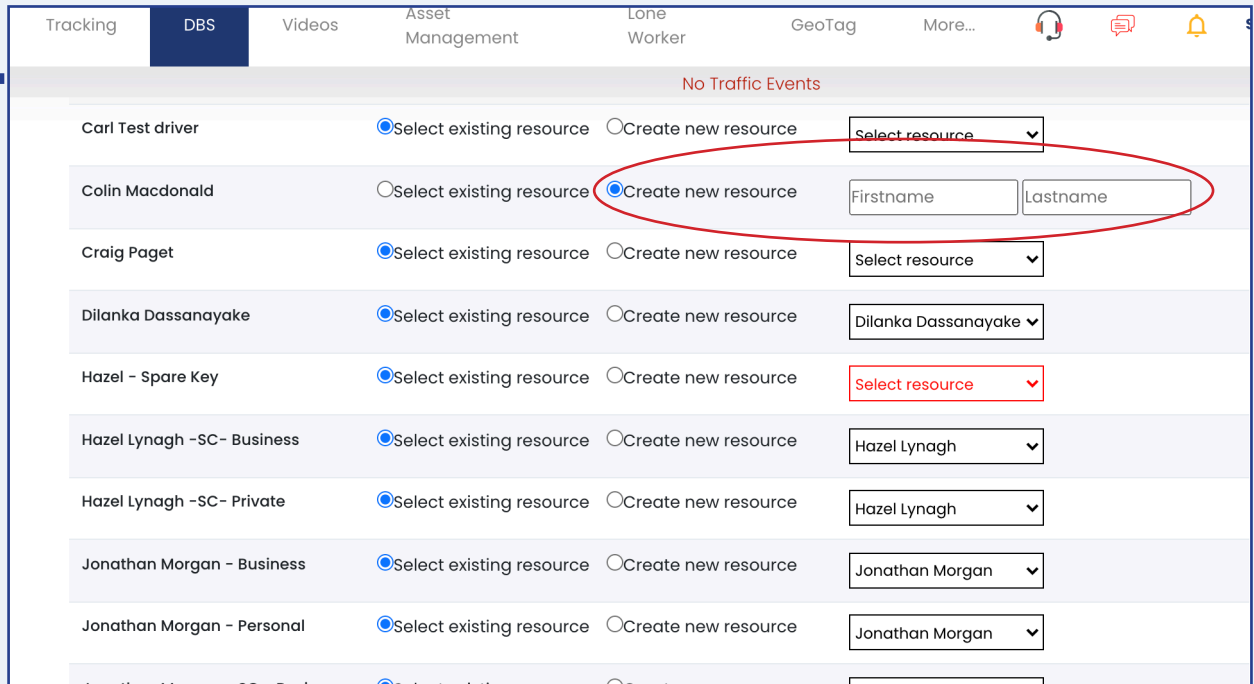


Carl Test driver	<input checked="" type="radio"/> Select existing resource <input type="radio"/> Create new resource	Select resource
Colin Macdonald	<input checked="" type="radio"/> Select existing resource <input type="radio"/> Create new resource	Select resource
Craig Paget	<input checked="" type="radio"/> Select existing resource <input type="radio"/> Create new resource	Select resource
Dilanka Dassanayake	<input checked="" type="radio"/> Select existing resource <input type="radio"/> Create new resource	Dilanka Dassanayake
Hazel - Spare Key	<input checked="" type="radio"/> Select existing resource <input type="radio"/> Create new resource	Select resource
Hazel Lynagh -SC- Business	<input checked="" type="radio"/> Select existing resource <input type="radio"/> Create new resource	Hazel Lynagh
Hazel Lynagh -SC- Private	<input checked="" type="radio"/> Select existing resource <input type="radio"/> Create new resource	Hazel Lynagh
Jonathan Morgan - Business	<input checked="" type="radio"/> Select existing resource <input type="radio"/> Create new resource	Jonathan Morgan
Jonathan Morgan - Personal	<input checked="" type="radio"/> Select existing resource <input type="radio"/> Create new resource	Jonathan Morgan
Jonathan Morgan - SC - Business	<input checked="" type="radio"/> Select existing resource <input type="radio"/> Create new resource	Jonathan Morgan
Jonathan Morgan - SC - Personal	<input checked="" type="radio"/> Select existing resource <input type="radio"/> Create new resource	Jonathan Morgan

- Select resource
- clone user2
- Dilanka Dassanayake
- Hazel Lynagh
- Jonathan Morgan
- Melissa Worthington
- Mike Marshall
- Raj Singh
- Tara Singh
- Test Test
- Tracey Woolley
- xxxx yyyy

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



Driver Name	Select existing resource	Create new resource	Resource Selection
Carl Test driver	<input checked="" type="radio"/>	<input type="radio"/>	Select resource
Colin Macdonald	<input type="radio"/>	<input checked="" type="radio"/>	Firstname Lastname
Craig Paget	<input checked="" type="radio"/>	<input type="radio"/>	Select resource
Dilanka Dassanayake	<input checked="" type="radio"/>	<input type="radio"/>	Dilanka Dassanayake
Hazel - Spare Key	<input checked="" type="radio"/>	<input type="radio"/>	Select resource
Hazel Lynagh -SC- Business	<input checked="" type="radio"/>	<input type="radio"/>	Hazel Lynagh
Hazel Lynagh -SC- Private	<input checked="" type="radio"/>	<input type="radio"/>	Hazel Lynagh
Jonathan Morgan - Business	<input checked="" type="radio"/>	<input type="radio"/>	Jonathan Morgan
Jonathan Morgan - Personal	<input checked="" type="radio"/>	<input type="radio"/>	Jonathan Morgan

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

Private	<input checked="" type="radio"/> Select existing resource	<input type="radio"/> Create new resource	Tara Singh
	<input checked="" type="radio"/> Select existing resource	<input type="radio"/> Create new resource	Test Test
	<input checked="" type="radio"/> Select existing resource	<input type="radio"/> Create new resource	Test Test
	<input checked="" type="radio"/> Select existing resource	<input type="radio"/> Create new resource	Tracey Woolley
Personal	<input checked="" type="radio"/> Select existing resource	<input type="radio"/> Create new resource	Select resource
	<input checked="" type="radio"/> Select existing resource	<input type="radio"/> Create new resource	xxxx yyyy
	<input checked="" type="radio"/> Select existing resource	<input type="radio"/> Create new resource	xxxx yyyy

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

# 26

**5. Driver Group Setup:**

- You have to create at least one DBS Group and link resources to that group.
- A resource can appear in one group only.
- Group access can be limited to specific system users - configure this manually later if needed.

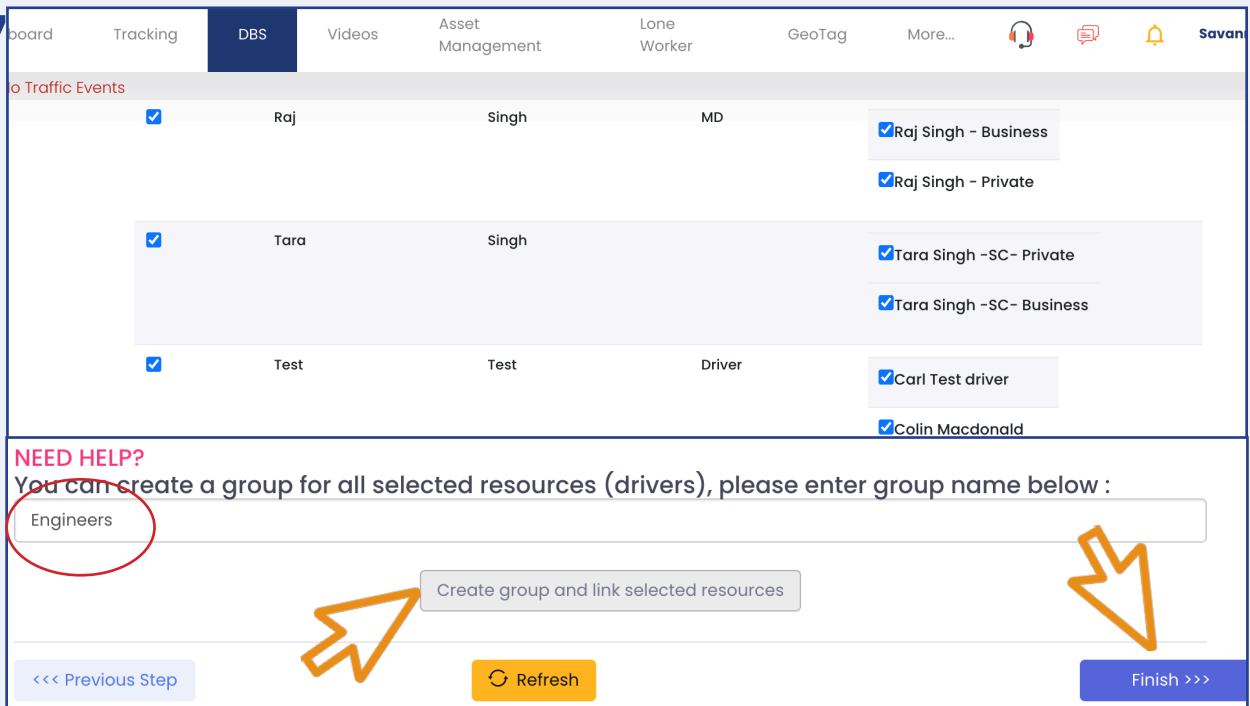
Current DBS group count : 0

**ERROR: You have to create at least one DBS group!**  
**ERROR: You have to link Resources to a DBS group!**  
 Please Note: The following resources are not currently allocated in any DBS group. Consider repairing this manually later.

Selected	FirstName	LastName	Position	Driver
<input type="checkbox"/>	clone	user2		
<input checked="" type="checkbox"/>	Dilanka	Dassanayake	Android Developer	<input checked="" type="checkbox"/> Dilanka Dassanayake

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



The screenshot shows the DBS interface with the following elements:

- Navigation Bar:** Dashboard, Tracking, **DBS**, Videos, Asset Management, Lone Worker, GeoTag, More..., and user profile (Savan).
- Driver List:**
  - Driver 1: [checked] Raj Singh MD. Associated groups: [checked] Raj Singh - Business, [checked] Raj Singh - Private.
  - Driver 2: [checked] Tara Singh. Associated groups: [checked] Tara Singh -SC- Private, [checked] Tara Singh -SC- Business.
  - Driver 3: [checked] Test Test Driver. Associated groups: [checked] Carl Test driver, [checked] Colin Macdonald.
- NEED HELP? Section:**
  - Text: "You can create a group for all selected resources (drivers), please enter group name below :"
  - Input field: "Engineers" (circled in red).
  - Button: "Create group and link selected resources" (pointed to by an orange arrow).
  - Buttons: "<<< Previous Step", "Refresh", "Finish >>>" (pointed to by an orange arrow).

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

### 2. Check device setup :

Quick Links

- [Devices List](#)
- [Drivers List](#)
- [Resources List](#)

- Any errors will be shown below, please ensure errors are resolved by clicking Setup Now

[Help](#)

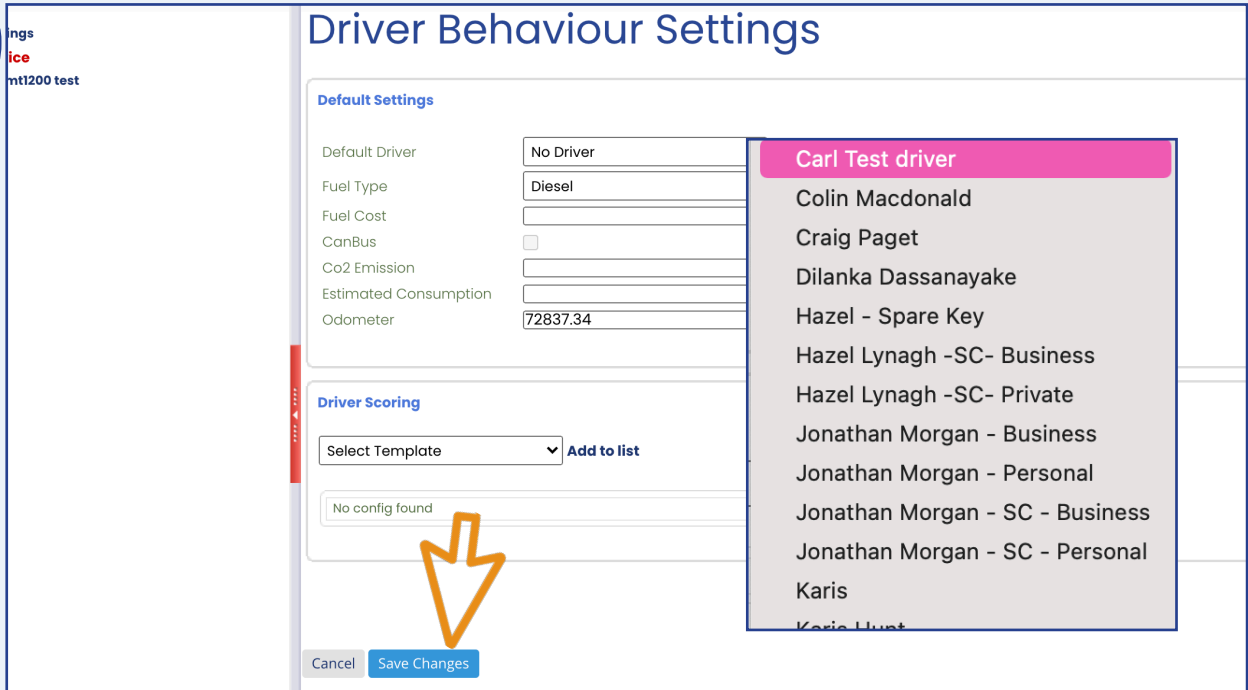
Device	Message
SV18 ZPF - Jon Morgan	This device has no default driver assigned <a href="#">Setup Now</a>
SV18 ZPF - Jon Morgan SC	This device has no default driver assigned <a href="#">Setup Now</a>
Jon Morgan JC200	This device has no default driver assigned <a href="#">Setup Now</a>
YE19GFG- TARAS CAR TRACKER	This device has no default driver assigned <a href="#">Setup Now</a>
SH21 RLX	This device has no default driver assigned <a href="#">Setup Now</a>
YE19 GFG - Tara SC	This device has no default driver assigned <a href="#">Setup Now</a>
T4 TJM	This device has no default driver assigned <a href="#">Setup Now</a>

[<<< Previous Step](#)

[Refresh](#)

[Next Step >>>](#)

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**


**Driver Behaviour Settings**

**Default Settings**

Default Driver: No Driver  
 Fuel Type: Diesel  
 Fuel Cost:   
 CanBus:   
 Co2 Emission:   
 Estimated Consumption:   
 Odometer: 72837.34

**Driver Scoring**

Select Template:  Add to list

No config found

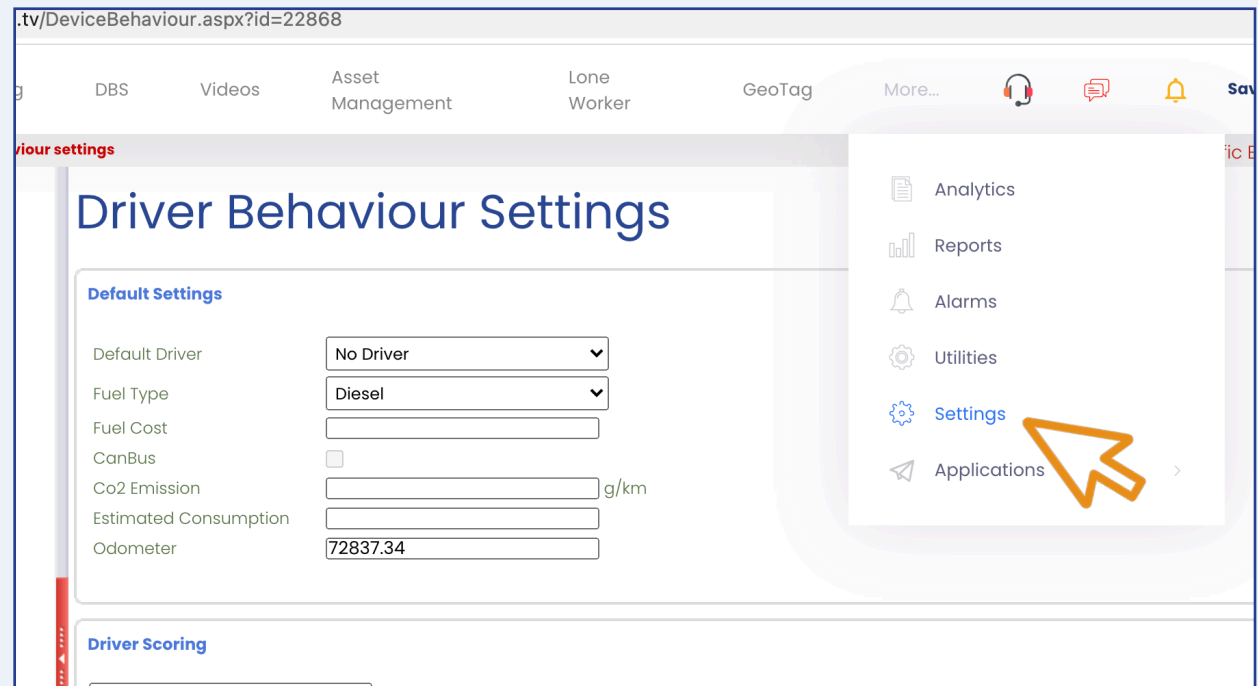
Cancel Save Changes

**Carl Test driver**

- Colin Macdonald
- Craig Paget
- Dilanka Dassanayake
- Hazel - Spare Key
- Hazel Lynagh -SC- Business
- Hazel Lynagh -SC- Private
- Jonathan Morgan - Business
- Jonathan Morgan - Personal
- Jonathan Morgan - SC - Business
- Jonathan Morgan - SC - Personal
- Karis
- Keris Hunt

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**


**Driver Behaviour Settings**

**Default Settings**

Default Driver: No Driver  
 Fuel Type: Diesel  
 Fuel Cost:   
 CanBus:   
 Co2 Emission:  g/km  
 Estimated Consumption:   
 Odometer: 72837.34

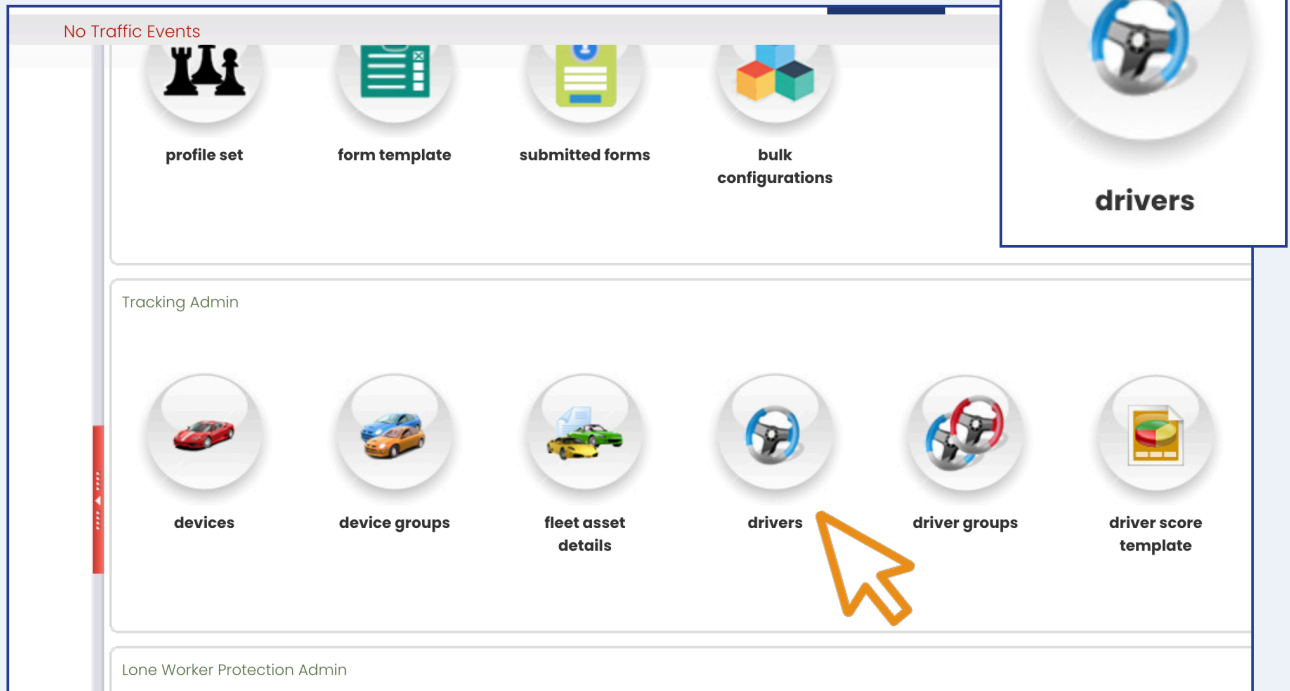
**Driver Scoring**

Navigation Menu:

- Analytics
- Reports
- Alarms
- Utilities
- Settings
- Applications

First select 'More' and then 'Settings'.

31



No Traffic Events

- profile set
- form template
- submitted forms
- bulk configurations

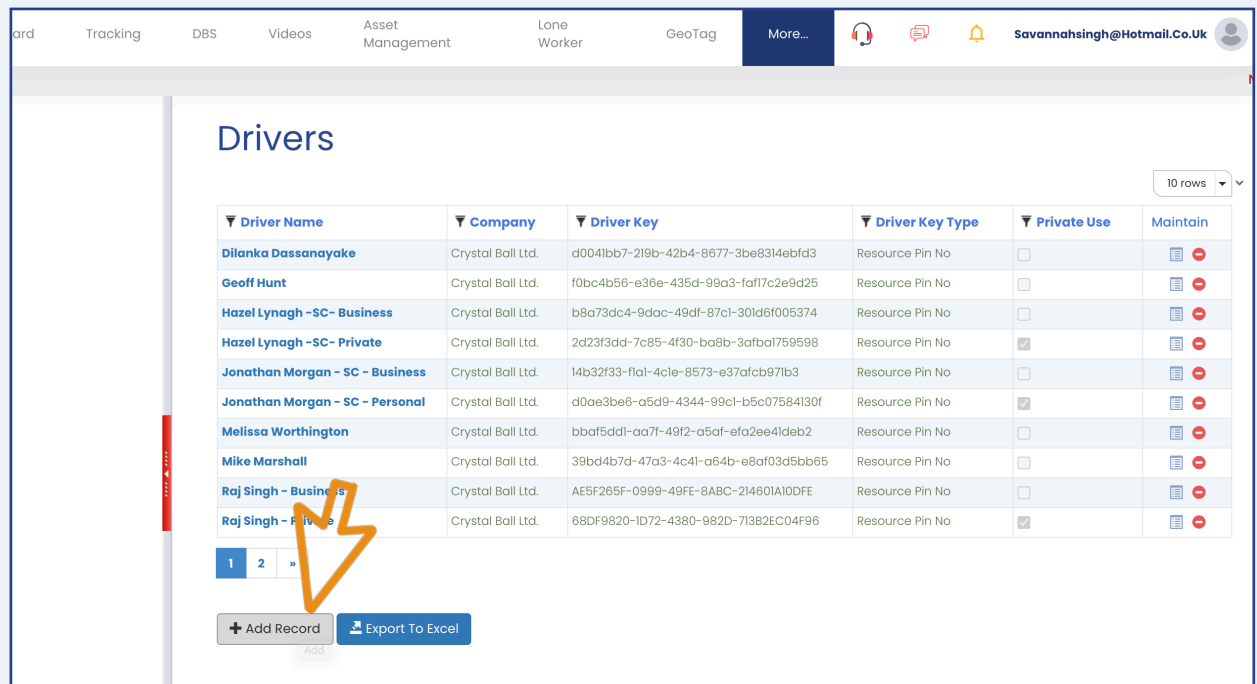
Tracking Admin

- devices
- device groups
- fleet asset details
- drivers
- driver groups
- driver score template

Lone Worker Protection Admin

Once inside 'Settings', select 'drivers'.

32



Drivers

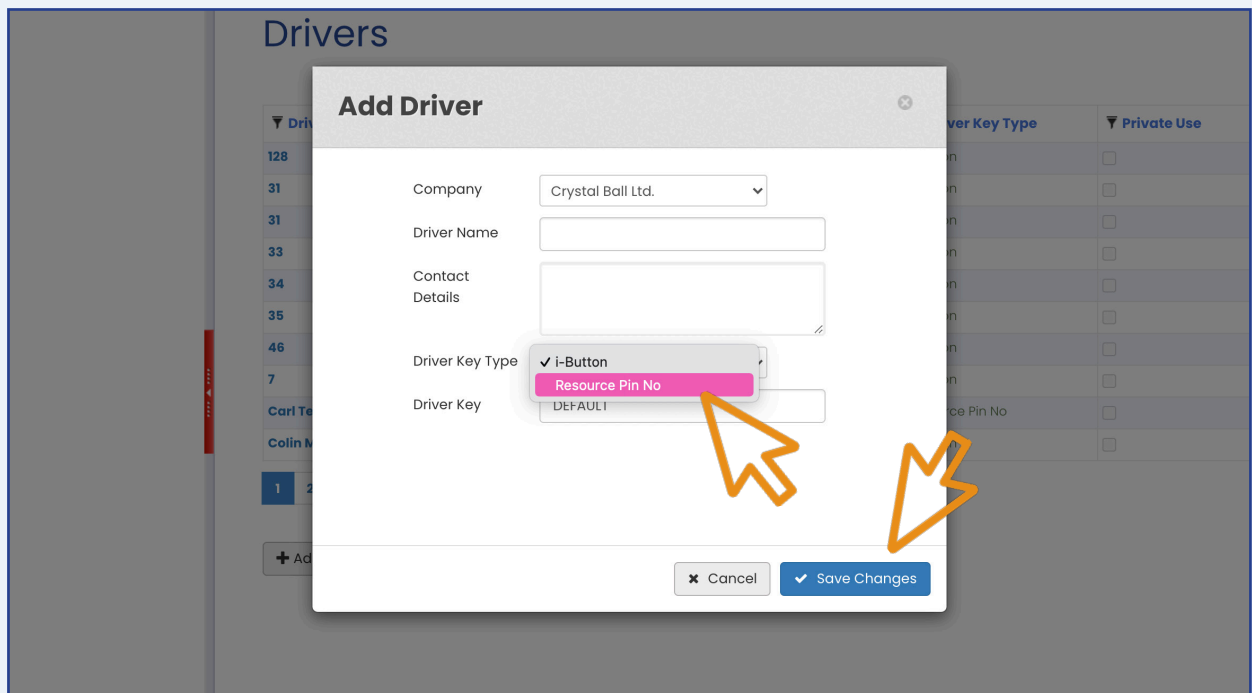
Driver Name	Company	Driver Key	Driver Key Type	Private Use	Maintain
Dilanka Dassanayake	Crystal Ball Ltd.	d0041bb7-219b-42b4-8677-3be8314ebfd3	Resource Pin No	<input type="checkbox"/>	
Geoff Hunt	Crystal Ball Ltd.	f0bc4b56-e36e-435d-99a3-faf17c2e9d25	Resource Pin No	<input type="checkbox"/>	
Hazel Lynagh - SC - Business	Crystal Ball Ltd.	b8a73dc4-9dac-49df-87c1-301d6f005374	Resource Pin No	<input type="checkbox"/>	
Hazel Lynagh - SC - Private	Crystal Ball Ltd.	2d23f3dd-7c85-4f30-ba8b-3afba1759598	Resource Pin No	<input checked="" type="checkbox"/>	
Jonathan Morgan - SC - Business	Crystal Ball Ltd.	14b32f33-f1a1-4c1e-8573-e37afcb971b3	Resource Pin No	<input type="checkbox"/>	
Jonathan Morgan - SC - Personal	Crystal Ball Ltd.	d0ae3be6-a5d9-4344-99cl-b5c07584130f	Resource Pin No	<input checked="" type="checkbox"/>	
Melissa Worthington	Crystal Ball Ltd.	bbaf5cdd-aa7f-49f2-a5af-efa2ee41deb2	Resource Pin No	<input type="checkbox"/>	
Mike Marshall	Crystal Ball Ltd.	39bd4b7d-47a3-4c41-a64b-e8af03d5bb65	Resource Pin No	<input type="checkbox"/>	
Raj Singh - Business	Crystal Ball Ltd.	AE5F265F-0999-49FE-8ABC-214601A10DFE	Resource Pin No	<input type="checkbox"/>	
Raj Singh - Private	Crystal Ball Ltd.	68DF9820-ID72-4380-982D-713B2EC04F96	Resource Pin No	<input checked="" type="checkbox"/>	

1 2 »

+ Add Record Export To Excel

Select 'Add record'.

33



**Add Driver**

Company: Crystal Ball Ltd.

Driver Name:

Contact Details:

Driver Key Type:  i-Button  
 Resource Pin No  
 DEFAULT

Driver Key:

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

**WARNING: 5 driver(s) are not recorded against any journey. Consider deleting these drivers if no longer valid.**

**WARNING: 2 driver(s) are not recorded against any journey within the last 30 days. Consider deleting these drivers if no longer valid.**

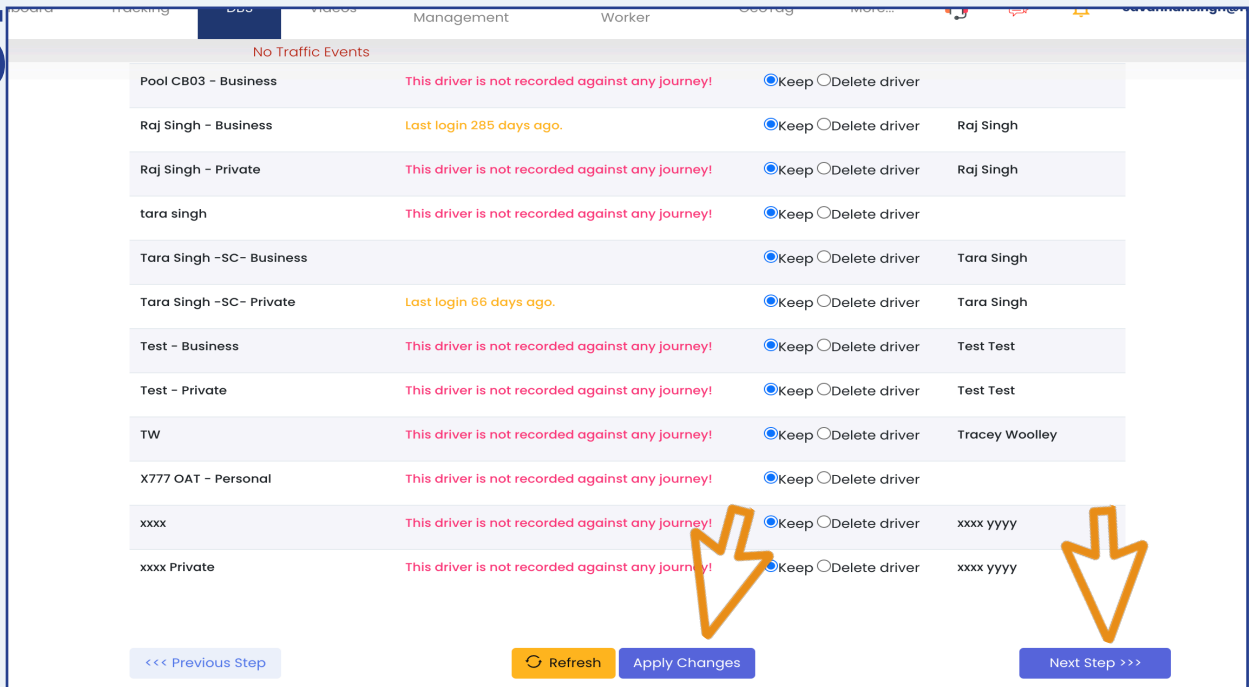
Delete all drivers with no recorded journeys   Reset to default

Driver	Message	Action	Linked resource
Dilanka Dassanayake	This driver is not recorded against any journey!	<input checked="" type="radio"/> Keep <input type="radio"/> Delete driver	Dilanka Dassanayake
Hazel Lynagh -SC- Business	This driver is not recorded against any journey!	<input checked="" type="radio"/> Keep <input type="radio"/> Delete driver	Hazel Lynagh
Hazel Lynagh -SC- Private	This driver is not recorded against any journey!	<input checked="" type="radio"/> Keep <input type="radio"/> Delete driver	Hazel Lynagh
Jonathan Morgan - SC - Business	Last Login 6 days ago.	<input checked="" type="radio"/> Keep <input type="radio"/> Delete driver	Jonathan Morgan
Jonathan Morgan - SC - Personal	Last Login 20 days ago.	<input checked="" type="radio"/> Keep <input type="radio"/> Delete driver	Jonathan Morgan
Melissa Worthington	This driver is not recorded against any journey!	<input checked="" type="radio"/> Keep <input type="radio"/> Delete driver	Melissa Worthington
Mike Marshall		<input checked="" type="radio"/> Keep <input type="radio"/> Delete driver	Mike Marshall
Raj Singh - Business	Last login 319 days ago.	<input checked="" type="radio"/> Keep <input type="radio"/> Delete driver	Raj Singh
Raj Singh - Private	This driver is not recorded against any journey!	<input checked="" type="radio"/> Keep <input type="radio"/> Delete driver	Raj Singh
Tara Singh -SC- Business	Last Login 4 days ago.	<input checked="" type="radio"/> Keep <input type="radio"/> Delete driver	Tara Singh

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 so we may select 'Delete driver'.

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

35



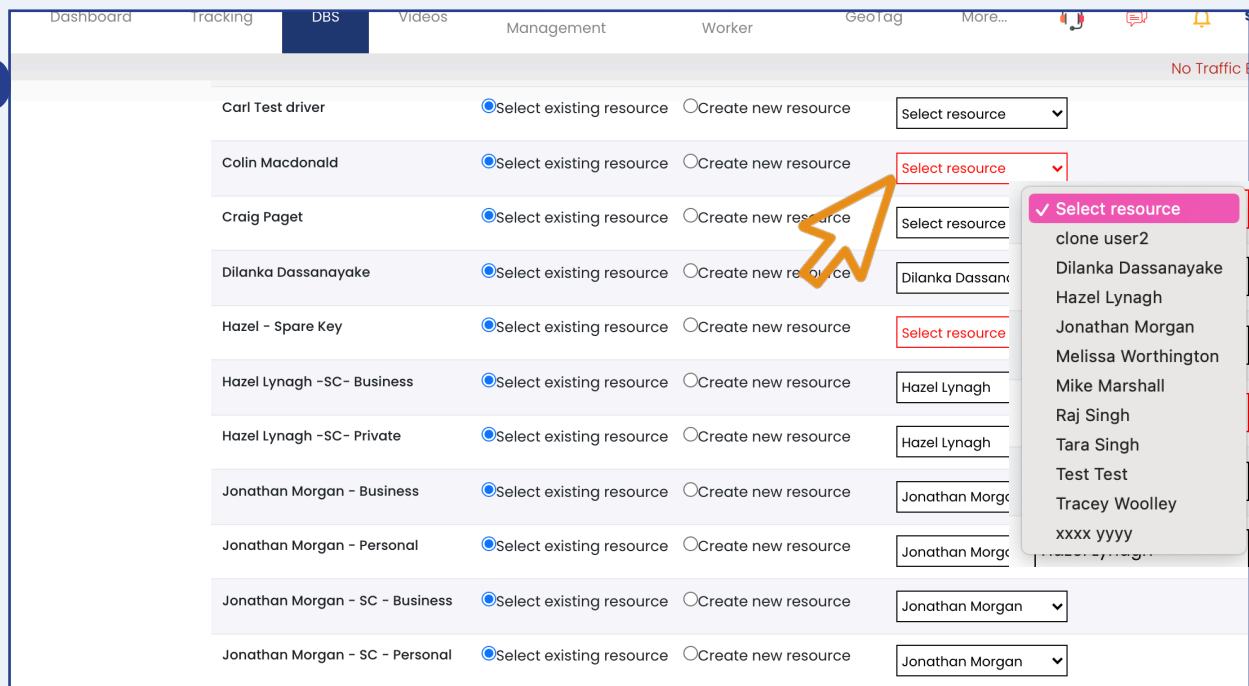
No Traffic Events

Pool CB03 - Business	This driver is not recorded against any journey!	<input checked="" type="radio"/> Keep <input type="radio"/> Delete driver	
Raj Singh - Business	Last login 285 days ago.	<input checked="" type="radio"/> Keep <input type="radio"/> Delete driver	Raj Singh
Raj Singh - Private	This driver is not recorded against any journey!	<input checked="" type="radio"/> Keep <input type="radio"/> Delete driver	Raj Singh
tara singh	This driver is not recorded against any journey!	<input checked="" type="radio"/> Keep <input type="radio"/> Delete driver	
Tara Singh -SC- Business		<input checked="" type="radio"/> Keep <input type="radio"/> Delete driver	Tara Singh
Tara Singh -SC- Private	Last login 66 days ago.	<input checked="" type="radio"/> Keep <input type="radio"/> Delete driver	Tara Singh
Test - Business	This driver is not recorded against any journey!	<input checked="" type="radio"/> Keep <input type="radio"/> Delete driver	Test Test
Test - Private	This driver is not recorded against any journey!	<input checked="" type="radio"/> Keep <input type="radio"/> Delete driver	Test Test
TW	This driver is not recorded against any journey!	<input checked="" type="radio"/> Keep <input type="radio"/> Delete driver	Tracey Woolley
X777 OAT - Personal	This driver is not recorded against any journey!	<input checked="" type="radio"/> Keep <input type="radio"/> Delete driver	
xxxx	This driver is not recorded against any journey!	<input checked="" type="radio"/> Keep <input type="radio"/> Delete driver	xxxx yyyy
xxxx Private	This driver is not recorded against any journey!	<input checked="" type="radio"/> Keep <input type="radio"/> Delete driver	xxxx yyyy

<<< Previous Step   Refresh   Apply Changes   Next Step >>>

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

36



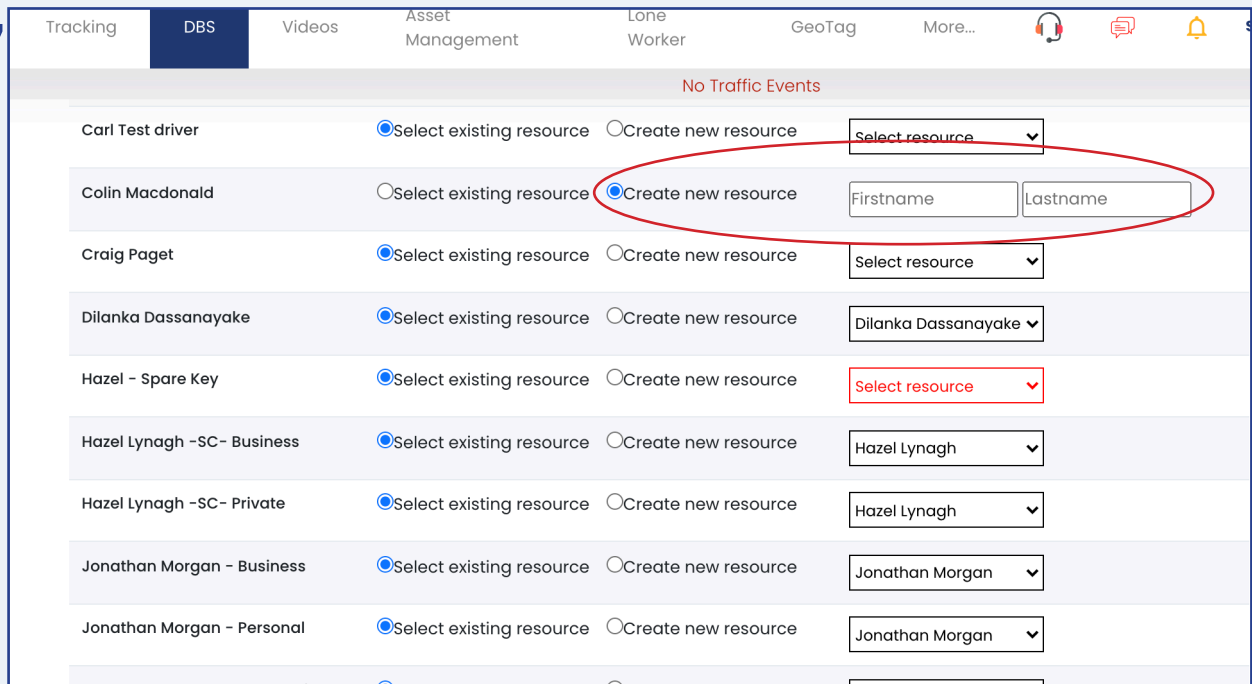
Carl Test driver	<input checked="" type="radio"/> Select existing resource <input type="radio"/> Create new resource	Select resource
Colin Macdonald	<input checked="" type="radio"/> Select existing resource <input type="radio"/> Create new resource	Select resource
Craig Paget	<input checked="" type="radio"/> Select existing resource <input type="radio"/> Create new resource	Select resource
Dilanka Dassanayake	<input checked="" type="radio"/> Select existing resource <input type="radio"/> Create new resource	Dilanka Dassanayake
Hazel - Spare Key	<input checked="" type="radio"/> Select existing resource <input type="radio"/> Create new resource	Select resource
Hazel Lynagh -SC- Business	<input checked="" type="radio"/> Select existing resource <input type="radio"/> Create new resource	Hazel Lynagh
Hazel Lynagh -SC- Private	<input checked="" type="radio"/> Select existing resource <input type="radio"/> Create new resource	Hazel Lynagh
Jonathan Morgan - Business	<input checked="" type="radio"/> Select existing resource <input type="radio"/> Create new resource	Jonathan Morgan
Jonathan Morgan - Personal	<input checked="" type="radio"/> Select existing resource <input type="radio"/> Create new resource	Jonathan Morgan
Jonathan Morgan - SC - Business	<input checked="" type="radio"/> Select existing resource <input type="radio"/> Create new resource	Jonathan Morgan
Jonathan Morgan - SC - Personal	<input checked="" type="radio"/> Select existing resource <input type="radio"/> Create new resource	Jonathan Morgan

- Select resource
- clone user2
- Dilanka Dassanayake
- Hazel Lynagh
- Jonathan Morgan
- Melissa Worthington
- Mike Marshall
- Raj Singh
- Tara Singh
- Test Test
- Tracey Woolley
- xxxx yyyy

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.

37



Driver Name	Select existing resource	Create new resource	Resource Selection
Carl Test driver	<input checked="" type="radio"/>	<input type="radio"/>	Select resource
Colin Macdonald	<input type="radio"/>	<input checked="" type="radio"/>	Firstname Lastname
Craig Paget	<input checked="" type="radio"/>	<input type="radio"/>	Select resource
Dilanka Dassanayake	<input checked="" type="radio"/>	<input type="radio"/>	Dilanka Dassanayake
Hazel - Spare Key	<input checked="" type="radio"/>	<input type="radio"/>	Select resource
Hazel Lynagh -SC- Business	<input checked="" type="radio"/>	<input type="radio"/>	Hazel Lynagh
Hazel Lynagh -SC- Private	<input checked="" type="radio"/>	<input type="radio"/>	Hazel Lynagh
Jonathan Morgan - Business	<input checked="" type="radio"/>	<input type="radio"/>	Jonathan Morgan
Jonathan Morgan - Personal	<input checked="" type="radio"/>	<input type="radio"/>	Jonathan Morgan

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

Private	<input checked="" type="radio"/> Select existing resource	<input type="radio"/> Create new resource	Tara Singh
	<input checked="" type="radio"/> Select existing resource	<input type="radio"/> Create new resource	Test Test
	<input checked="" type="radio"/> Select existing resource	<input type="radio"/> Create new resource	Test Test
	<input checked="" type="radio"/> Select existing resource	<input type="radio"/> Create new resource	Tracey Woolley
Personal	<input checked="" type="radio"/> Select existing resource	<input type="radio"/> Create new resource	Select resource
	<input checked="" type="radio"/> Select existing resource	<input type="radio"/> Create new resource	xxxx yyyy
	<input checked="" type="radio"/> Select existing resource	<input type="radio"/> Create new resource	xxxx yyyy

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

# 39

- Driver records are linked to a resource record for use within DBS.
- Enter a valid resource name (Firstname/Lastname) for every driver.

**2 incomplete resource records found where there is no driver associated** ?

[Setup Now](#)

Driver	Action	Resource (Firstname/Lastname)
Dilanka Dassanayake	<input checked="" type="radio"/> Select existing resource <input type="radio"/> Create new resource	Dilanka Dassanayake
Geoff Hunt	<input checked="" type="radio"/> Select existing resource <input type="radio"/> Create new resource	Geoff Hunt
Hazel Lynagh -SC- Business	<input checked="" type="radio"/> Select existing resource <input type="radio"/> Create new resource	Hazel Lynagh
Hazel Lynagh -SC- Private	<input checked="" type="radio"/> Select existing resource <input type="radio"/> Create new resource	Hazel Lynagh
Jonathan Morgan - SC - Business	<input checked="" type="radio"/> Select existing resource <input type="radio"/> Create new resource	Jonathan Morgan

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'.

# 40

### 5. Driver Group Setup:

- You have to create at least one DBS Group and link resources to that group.
- A resource can appear in one group only.
- Group access can be limited to specific system users - configure this manually later if needed.

Current DBS group count : 0

**ERROR: You have to create at least one DBS group!**

**ERROR: You have to link Resources to a DBS group!**

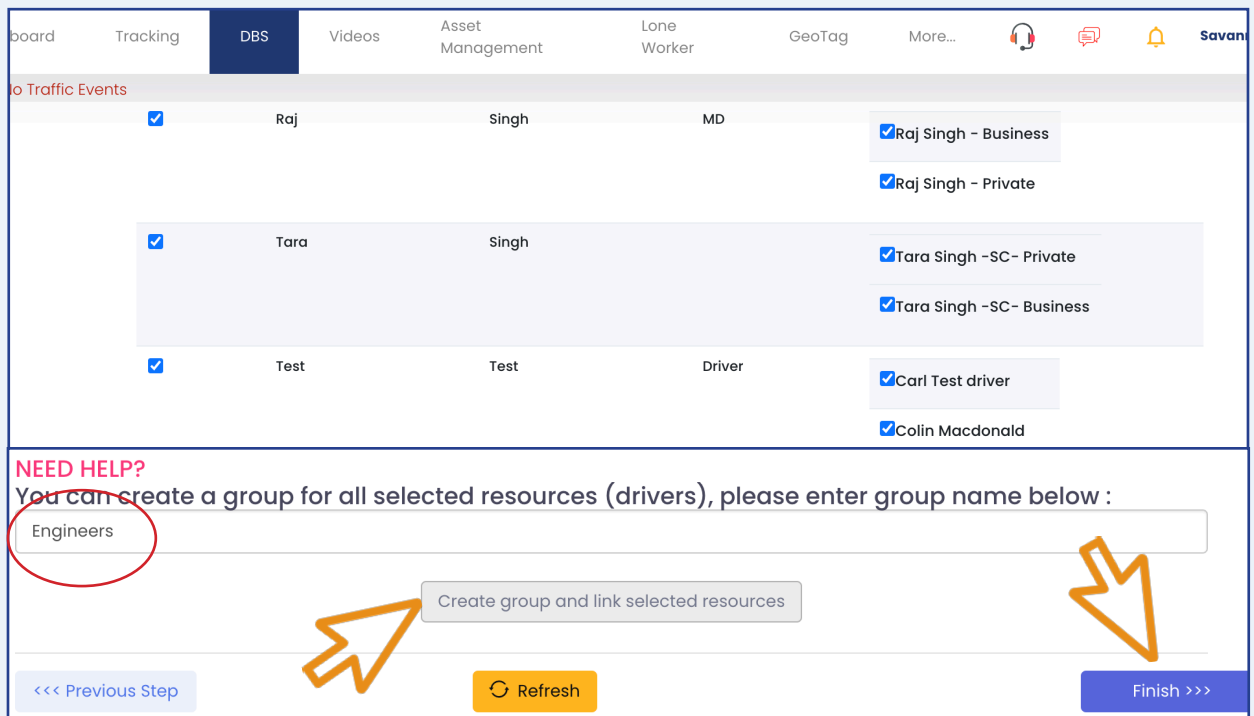
Please Note: The following resources are not currently allocated in any DBS group. Consider repairing this manually later.




Selected	FirstName	LastName	Position	Driver
<input type="checkbox"/>	clone	user2		
<input checked="" type="checkbox"/>	Dilanka	Dassanayake	Android Developer	<input checked="" type="checkbox"/> Dilanka Dassanayake

**Resource has no driver assigned!**

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.

# 41



board Tracking **DBS** Videos Asset Management Lone Worker GeoTag More...    Savan

o Traffic Events

<input checked="" type="checkbox"/>	Raj	Singh	MD	<input checked="" type="checkbox"/> Raj Singh - Business <input checked="" type="checkbox"/> Raj Singh - Private
<input checked="" type="checkbox"/>	Tara	Singh		<input checked="" type="checkbox"/> Tara Singh -SC- Private <input checked="" type="checkbox"/> Tara Singh -SC- Business
<input checked="" type="checkbox"/>	Test	Test	Driver	<input checked="" type="checkbox"/> Carl Test driver <input checked="" type="checkbox"/> Colin Macdonald

**NEED HELP?**  
 You can create a group for all selected resources (drivers), please enter group name below :

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.



# Crystal Ball®

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[www.crystalball.tv](http://www.crystalball.tv)