

A Guide to creating Geofences



Washbrook House, Talbot Road, Manchester, M32 OFP I Phone: 0330 995 9550



What is a Geofence?

Geofences are virtual geographic boundaries which can be drawn to fit any specified location to record when vehicles have passed through/ended their journeys at the geofenced location



First, select 'More' and then 'Settings'.



Once in 'Settings', select 'Geofences'.



3



Select 'Create New Geofence'.

Geofence	e	3		- F.,	Map -	87 • ¥	
Geofence Name	L			1	Abe	rdeen	
Company Cryst	tal Ball Ltd.	~			SCOTEAND		
Geofence Type Journ	ney End	~			Dundee		North Sea
Search		Locate			Edinburgh		
Latitude					Classaw		
Longitude		_			Glasgow		
Area (Sq.Metres)					Unite	d	
Name Override 🗹				NORTHERN	Kingd	om	
Active 🗹				2 IRELAND			
🗙 Geofe	ence Image			- history	Isle of Man		
🔀 Link G	Geofence		1	KA DAS	Great Br	itain	
🗙 Confi	igure Alarms			lway Dublin	Manch	nester	
				Ireland	Liverpool	A A A A A A A A A A A A A A A A A A A	
Cancel Save Changes	Help			Limerick		Leicester	
					Contra Co	NGLAND	Amsterdam ©
			100 - 100 - 100 - 100 - 100 - 100 - 100 - 100 - 100 - 100 - 100 - 100 - 100 - 100 - 100 - 100 - 100 - 100 - 100	Cork	WALES		The Hague ^o Netherlan
			22	J. C.	Bristol	London	SPERAS
					Cardiff	Contraction of the second	Antwerp
						Brighton	Brussels
					Plymouth		Pulle Belgium
					0.0	weh Channel	Constant of the second s
					En	gus	Luxemi
						20	A MARKEN AND AND A

Choose a name for the Geofence e.g Crystal Ball Office.





- Select 'Geofence Type'; either 'Journey End' or 'Pass Through'.

- Enter a postcode into 'Search' and click 'Locate'.

This will pinpoint the location on the map.



The radius of the circle can be adjusted by dragging the points at the perimeter.





You can also use the polygon tool at the top of the map to create different shapes. Once you have drawn the shape around your chosen location, click 'Save Changes'.



'Geofence Image' should now have a green tick next to it, you may wish to change this by clicking on it.

Next, select 'Link Geofence'.



	Geofence		LINK Georei	ice	
			Note: disassociating geofence	from device group/device/lone worker group/lone worker will	
	Journey End	~	remove configured alarms ago	inst them.	
			Tracking:	Lone Worker:	
	54.983318		(T)		
			Crystal ball ltd.	-Ocrystal ball ltd.	
			cb demo		
			-Ocb training device	e (mobile client)	
			jonathan morgan	n (new s8+) (mobile	
			client)		
			-Usmartcam demo	(mobile client)	
			Sv18 zpf - jon mor	gan sc (mobile	
N 1	Geofence Image		client)	-	
7	K Link Geofence		Uye19 gfg - tara sa	(mobile client)	
	K Configure Alarms				
Canaal Cause C	Liele			7	
Cancer Save C	nanges Help				
			Cancel Save Changes Helr		

Select the vehicles you would like to associate the geofence with. This may be multiple vehicles, or 1 particular vehicle. Click 'Save Changes' .



If users wish to be alerted when a vehicle enters or exits a geofence, an alarm can be configured by selecting 'Configure Alarms'. Alternatively, if the geofence is solely for reporting purposes, then an alarm doesn't need to be configured.

6



ence		
	Alarms Alarm Config	
e Geofence	No Alarms Found	
Crystal Ball Ltd.		
Journey End	3	
[
-1.580056		
100	1	1.000
s) 31400		W
		3
Geofence Image		w
Link Geofence		
X Configure Alarms		
		Area a
e Changes Help		
	Cancel Add Tracking Alarms Add Lone Worker Alarm Save Changes Help	

Select 'Add Tracking Alarms'.

ence		×/XAAUUUUUUUUUUU		Manturent
	Alarms A	larm Config		
ne Geofence	Alarm Name	Vehicle has entered tara home	Link Alarm:	Deselect All
Crystal Ball Ltd.	Activate alar	m on 🔍Entry 🔍 Exit		crystal ball ltd.
				cb demo
54.983318	Message	Vehicle reg YE19 GEG has entered tara home geofence		└─ ≤ cb training device
		3		
		h		
	Recipients:		Schedule:	
		Select All Deselect All		
Geofence Image		✓Hazel		
X Configure Alarms		Accounts		Start Time (hh:mm) 04 🗸 : 00 🖌
		Gareth Evans	1	End Time (hh:mm) 07 🖌 : 00 🗸
Changes Help		🗆 Raj Singh	NG	Add
		UJonathan Morgan	\mathbf{N}	No Alarm Active Times Found
			V	
	Cancel Add Tr	acking Alarms Add Lone Worker Ala	rm Save Chang	ges Help

- Name the alarm and select whether you would like the alarm to be activated on 'Entry' or 'Exit' of a geofence.
- Add a brief message for display upon activation of the alarm.
- Select a recipient from the list (if the recipient is not listed go to step 14).
- Select a vehicle/s from the right hand side and create a schedule if you would like



8

the alarm to be triggered between certain hours and days.

- Select ' Save Changes'.



'Configure Alarms' should now have a green tick next to it. Select 'Save Changes'.



To add a new recipient, select 'More' and then 'Settings'.





Once in 'Settings', select 'Recipients'.

Accounts Crystal Ball ttd. Image: Crystal Ball ttd. <t< th=""><th></th><th>Company</th><th>Email</th><th>Email Address</th></t<>		Company	Email	Email Address
Gareth Evans Crystal Ball ttd. Image: Crystal Ball ttd.	Accounts	Crystal Ball Ltd.		accounts.payable@crystalball.tv
Hazel Crystal Ball Ltd. Image: Crystal Ball Ltd. Image: Crystal Ball Ltd. Jonathan Morgan Crystal Ball Ltd. Image: Crystal Ball Ltd. Image: Crystal Ball Ltd. Image: Crystal Ball Ltd. Meliasa Worthington Crystal Ball Ltd. Image: Crystal Ball Ltd.	Gareth Evans	Crystal Ball Ltd.		gareth.evans@crystalball.tv
Jonathan Morgan Crystal Ball Itd. Image: State	Hazel	Crystal Ball Ltd.		hazel@crystalball.tv
Melissa Worthington Crystal Ball Ltd. Immelissa.worthington@crystal Raj Singh Crystal Ball Ltd. Immelissa.worthington@crystal Rhiannon Griffiths Crystal Ball Ltd. Immelissa.worthington@crystal Tara Singh Crystal Ball Ltd. Immelissa.worthington@crystal Tara Singh Crystal Ball Ltd. Immelissa.worthington@crystal Tara Singh Crystal Ball Ltd. Immelissa.worthington@crystal Taracey Woolley Crystal Ball Ltd. Immelissa.worthington@crystalball.tv Add Record Export To Excel Immelissa.worthington@crystalball.tv	Jonathan Morgan	Crystal Ball Ltd.		jonathan.morgan@crystalball.tv
Raj Singh Crystal Ball Itd. Image: crystal Ball td. Image: crystal Ball td. Rhiannon Griffiths Crystal Ball Itd. Image: crystal Ball td. Image: crystal Ball td. Tara Singh Crystal Ball Itd. Image: crystal Ball td. Image: crystal Ball td. Image: crystal Ball td. Tara Singh Crystal Ball Itd. Image: crystal Ball td. Image: crystal Ball td. Image: crystal Ball td. Add Record Export To Excel Image: crystal Ball td. Image: crystal Ball td. Image: crystal Ball td.	Melissa Worthington	Crystal Ball Ltd.		melissa.worthington@crystalbal
Rhiannon Griffiths Crystal Ball Ltd. Rhiannon.Griffiths@crystalb Tara Singh Crystal Ball Ltd. Image: Crystal Ball Ltd. Image: Crystal Ball Ltd. Tracey Woolley Crystal Ball Ltd. Image: Crystal Ball Ltd. Image: Crystal Ball Ltd. Image: Crystal Ball Ltd. Add Record Export To Excel Image: Crystal Ball Ltd. Image: Crystal Ball Ltd. Image: Crystal Ball Ltd.	Raj Singh	Crystal Ball Ltd.		raj.singh@crystalball.tv
Tara Singh Crystal Ball Ltd. Tara Singh@crystalball.tv Tracey Woolley Crystal Ball Ltd. Taraey.woolley@crystalball.tv Add Record Export To Excel	Rhiannon Griffiths	Crystal Ball Ltd.		Rhiannon.Griffiths@crystalball.t
Tracey Woolley Crystal Ball Ltd. Image: Tracey.woolley@crystalball Image: Tracey Woolley Image: Tracey.woolley@crystalball Image: Tracey.woolley@crystalball Tracey.woolley@crystalball	Tara Singh	Crystal Ball Ltd.		Tara.Singh@crystalball.tv
Add Record Export To Excel	Tracey Woolley	Crystal Ball Ltd.		tracey.woolley@crystalball.tv
	Add Record Export To Excel			

Select ' Add Record'.



17	Recipient					
	Name Email Email Address Company Crystal Ball Ltd.					
	Cancel Save Changes					

Fill in your information, ensuring you tick the 'Email' box and then select 'Save Changes'.





Washbrook House, Talbot Road, Manchester, M32 OFP I Phone: 0330 995 9550