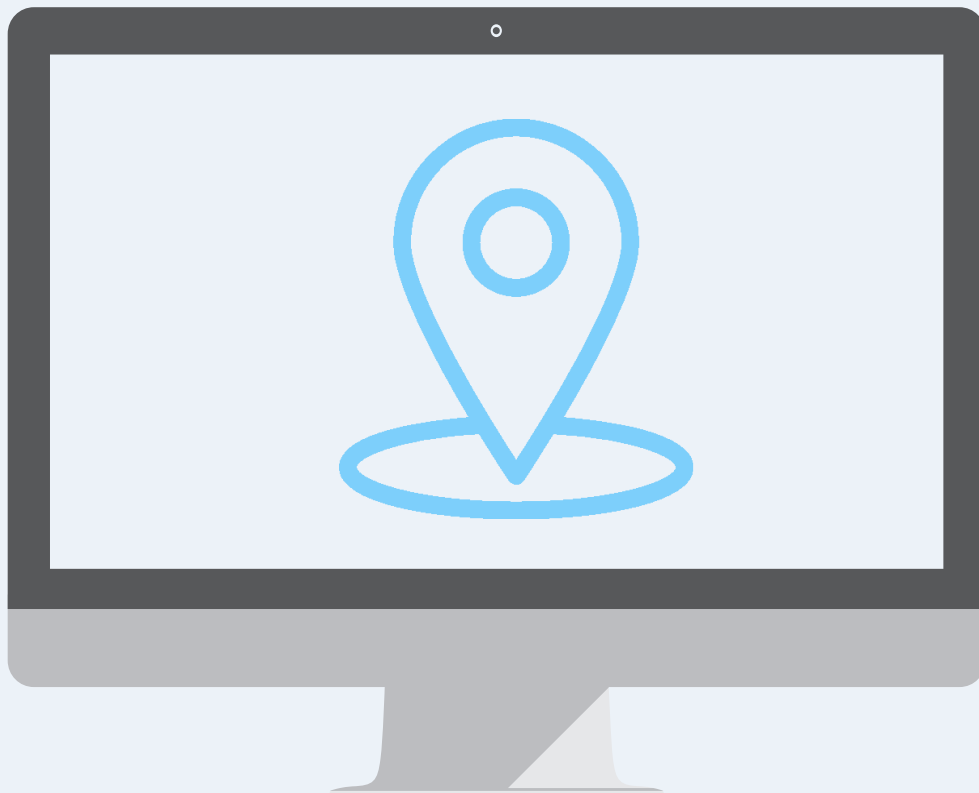
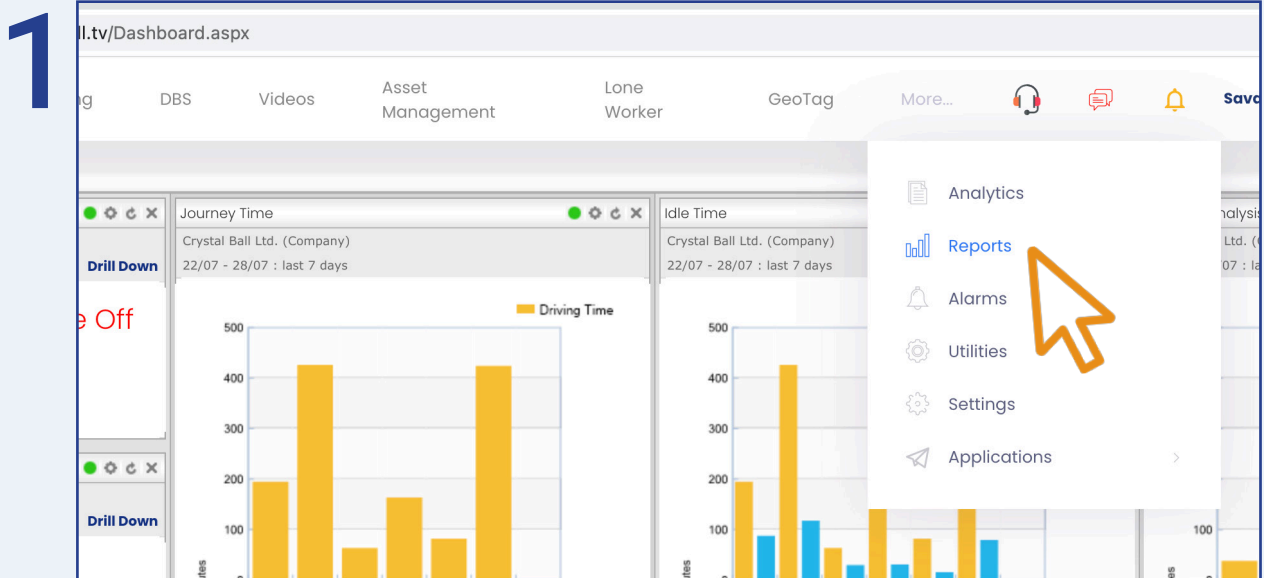


A Guide to running a Geofence report

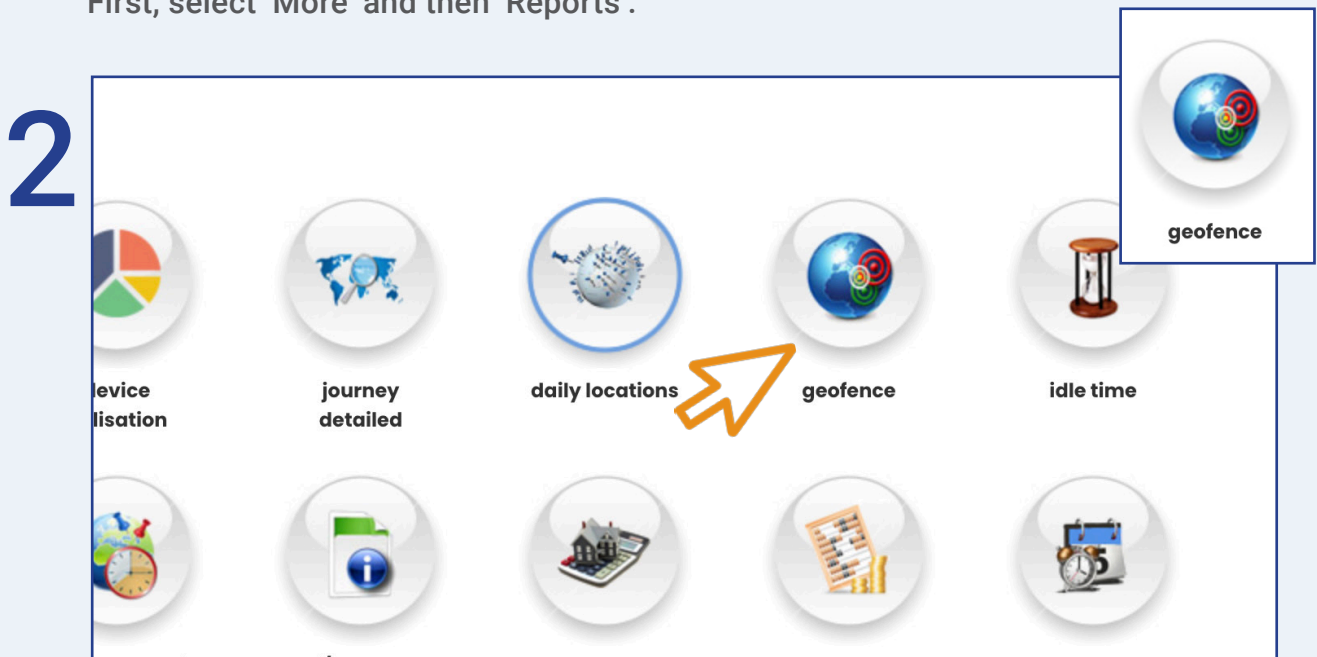


What is a Geofence report?

If your account has Geofences set up, this PDF report allows you to pull data to highlight which vehicles have entered a particular geofence, or to highlight what geofences a particular vehicle has entered and when.



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



Once in 'Reports', select 'geofence'.

3

Geofence

Type

Report

Range

Category

Selection

Geofence Type

Geofence Category

Geofence Selection

Report Context

Date & Time From

Date & Time To

Filters

Working Day

Filter Duration (Minutes)

Filter Distance

Within 'Geofence', select the Category first;

- 'Company' includes all vehicles across the fleet
- 'Group' allows you to select a particular group of vehicles
- 'Device' allows you to select one particular vehicle

Once you have selected the appropriate category you must then make a selection based on the category you have chosen. For example, select either your company name, a device group or a vehicle.

4

Geofence

Type

Report

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Geofence Type

Geofence Category

Geofence Selection

Report Context

Date & Time From

Date & Time To

Filters

Working Day

Filter Duration (Minutes)

Filter Distance

Next, you need to choose a geofence type based on how the geofences were first set up, i.e 'Pass Through' or 'Journey End'.

Then, there are 3 options within 'Geofence category':

- 'Geofence' allows you to pull the report for a particular geofence
- 'Group' allows you to pull the report for a particular device group
- 'Company' pulls the report for the whole company

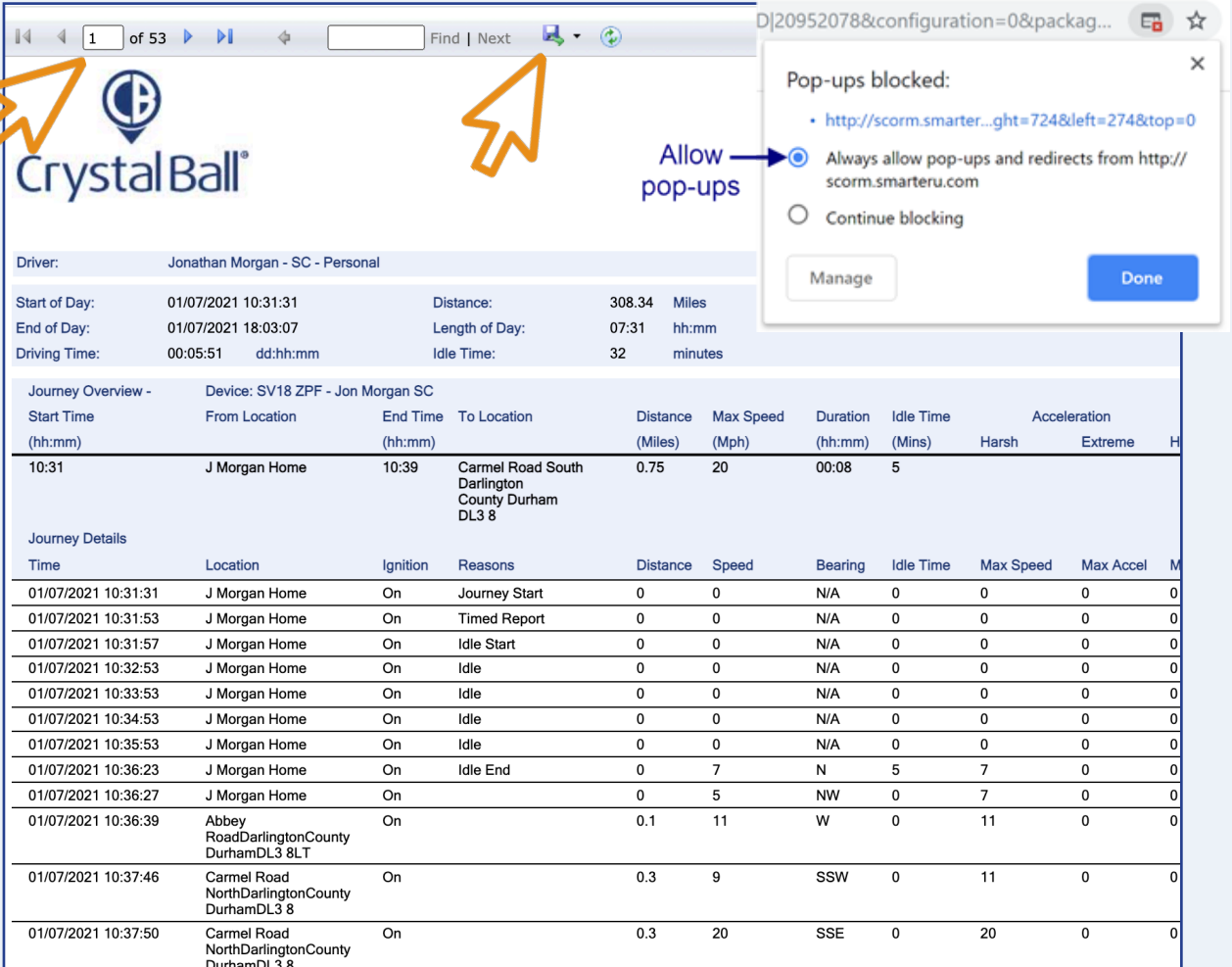
You can then choose the report context based on whether you want to view the report by device or geofence

Finally, enter the start and end date in which you would like the report to pull information for (please note data can not be pulled for 12 weeks prior to today's date). There are various filters you can apply at the bottom. If you would like the report to only pull data for your set working hours then you should tick the 'Working Day' filter (this will only work if the Crystal Ball support team have set up working hours for your account, please contact them if you would like this setting up).

You can also filter by duration and distance, and this will exclude any journeys that do not meet these filters.

Click 'Execute Report'.

5



Driver: Jonathan Morgan - SC - Personal

Start of Day: 01/07/2021 10:31:31 Distance: 308.34 Miles
 End of Day: 01/07/2021 18:03:07 Length of Day: 07:31 hh:mm
 Driving Time: 00:05:51 dd:hh:mm Idle Time: 32 minutes

Journey Overview -		Device: SV18 ZPF - Jon Morgan SC		Distance	Max Speed	Duration	Idle Time	Acceleration	
Start Time (hh:mm)	From Location	End Time (hh:mm)	To Location	(Miles)	(Mph)	(hh:mm)	(Mins)	Harsh	Extreme
10:31	J Morgan Home	10:39	Carmel Road South Darlington County Durham DL3 8	0.75	20	00:08	5		

Journey Details										
Time	Location	Ignition	Reasons	Distance	Speed	Bearing	Idle Time	Max Speed	Max Accel	M
01/07/2021 10:31:31	J Morgan Home	On	Journey Start	0	0	N/A	0	0	0	0
01/07/2021 10:31:53	J Morgan Home	On	Timed Report	0	0	N/A	0	0	0	0
01/07/2021 10:31:57	J Morgan Home	On	Idle Start	0	0	N/A	0	0	0	0
01/07/2021 10:32:53	J Morgan Home	On	Idle	0	0	N/A	0	0	0	0
01/07/2021 10:33:53	J Morgan Home	On	Idle	0	0	N/A	0	0	0	0
01/07/2021 10:34:53	J Morgan Home	On	Idle	0	0	N/A	0	0	0	0
01/07/2021 10:35:53	J Morgan Home	On	Idle	0	0	N/A	0	0	0	0
01/07/2021 10:36:23	J Morgan Home	On	Idle End	0	7	N	5	7	0	0
01/07/2021 10:36:27	J Morgan Home	On		0	5	NW	0	7	0	0
01/07/2021 10:36:39	Abbey Road Darlington County Durham DL3 8LT	On		0.1	11	W	0	11	0	0
01/07/2021 10:37:46	Carmel Road North Darlington County Durham DL3 8	On		0.3	9	SSW	0	11	0	0
01/07/2021 10:37:50	Carmel Road North Darlington County Durham DL3 8	On		0.3	20	SSE	0	20	0	0

Your report will open as a PDF file. Please note if the report does not open, please ensure pop ups are not blocked. If pop ups are blocked an icon will display to the right of the URL search bar, as shown above.

The report may have multiple pages so always check the page count in the top left hand corner.

You can save the PDF by selecting the save button.



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