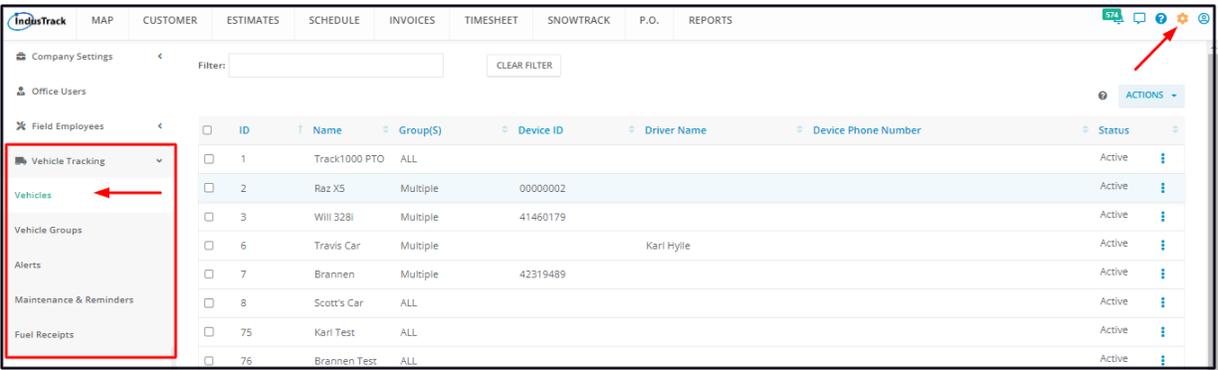
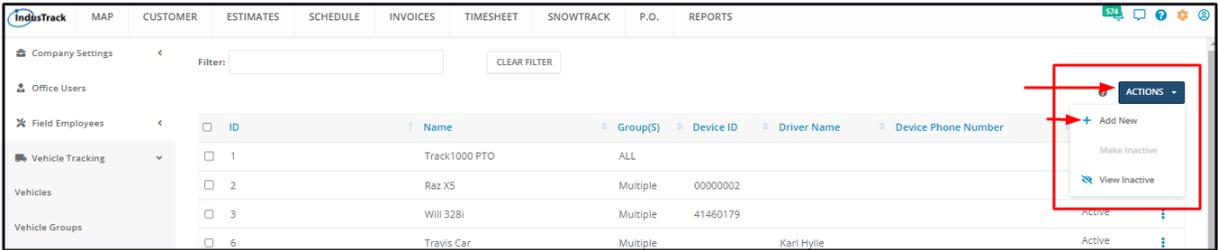


# Set-Up Vehicles

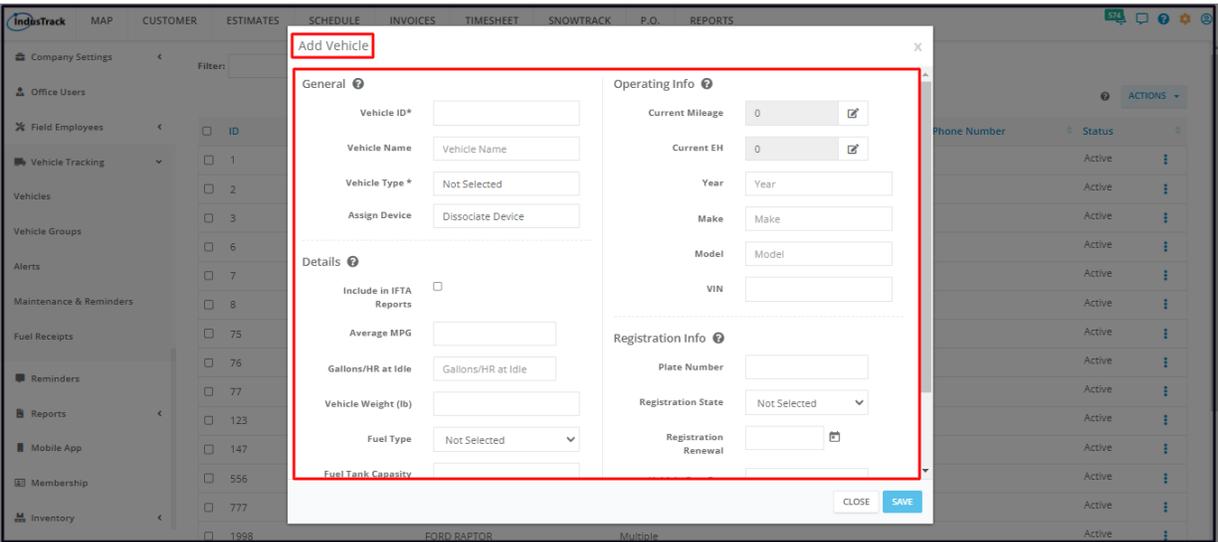
To set up a vehicle, go to **Settings > Vehicle Tracking > Vehicles**.



Go to the **Actions** button and select **+Add New**.



From the **Add Vehicle** window, fill in the fields. Fields with (\*) are required.

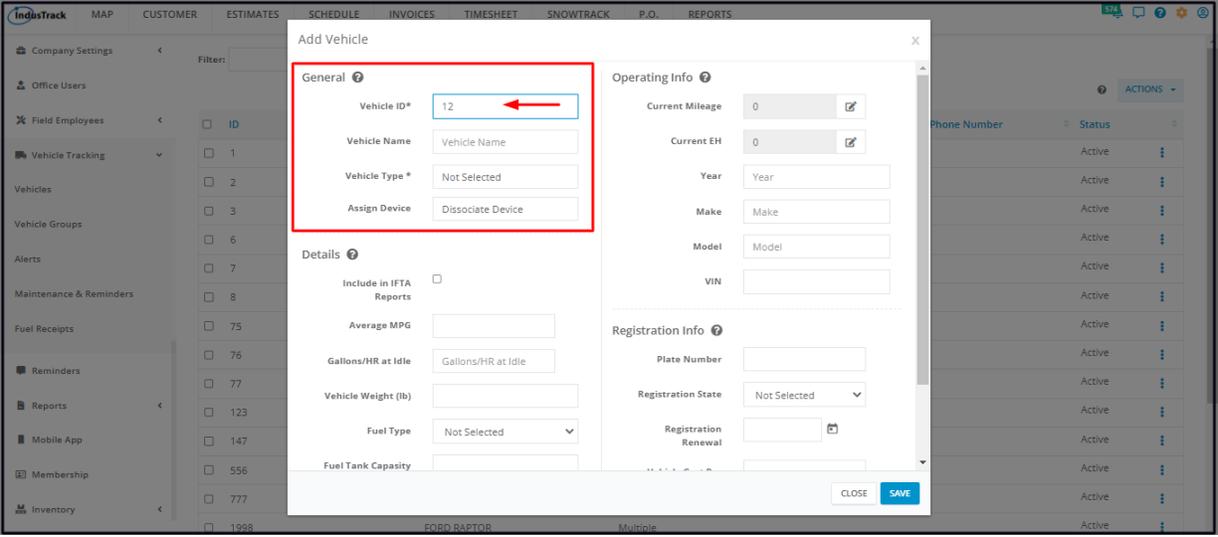


## General

Add the vehicle general information in this section.

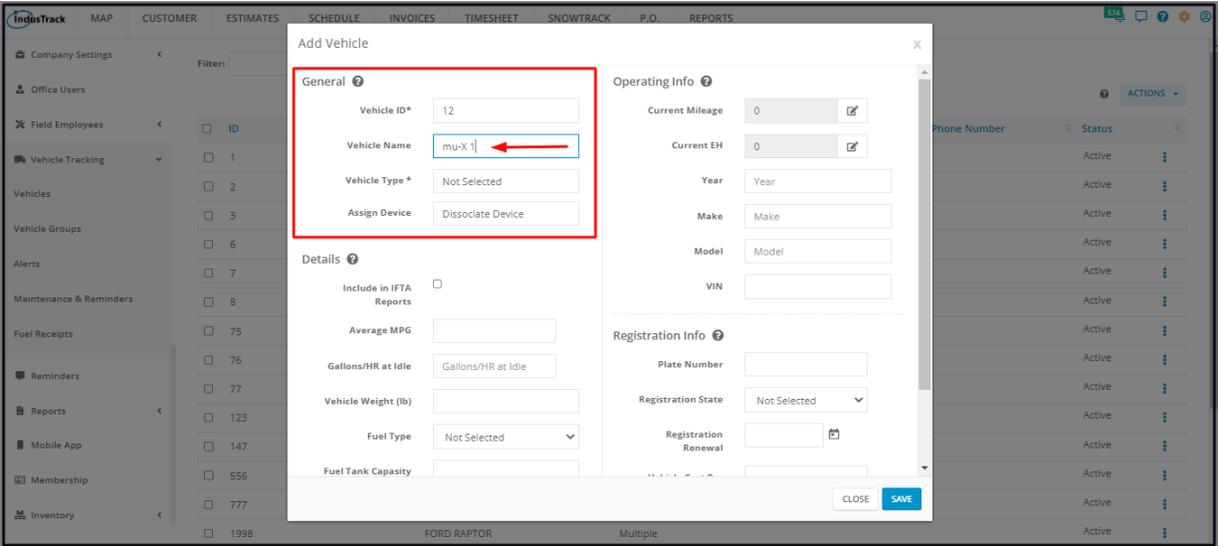
### Vehicle ID\*

- Key in an ID code to be assigned to the vehicle. Alphanumeric codes can be used.
- Vehicle IDs can only be assigned to one vehicle. This ID number can not be assigned to another vehicle once the ID number has been used even if the vehicle has been deactivated.



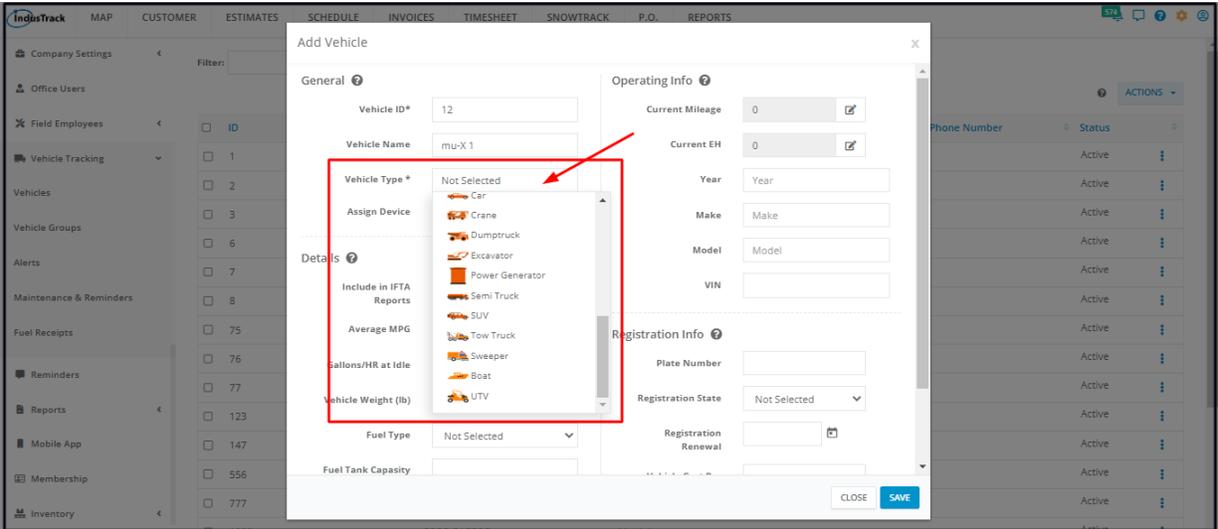
### Vehicle Name

- Give the vehicle a name.



### Vehicle Type\*

- Select the type of vehicle from the drop-down list
- The selected type will also determine the vehicle icon. Icons are used to show vehicles on the Map.



### Assign Device

- Click on the **Assign Device** field and from the drop-down list, find the matching ESN serial number of the device installed in the vehicle. The ESN number is located on a white sticker on the device. Use the last 8 digits of the 10-digit ESN number on the

device.

- o If needed, use the search bar to find the number/device type.

The screenshot shows the 'Add Vehicle' form in the IndusTrack application. The 'Details' section is highlighted with a red box and contains the following fields:

- Include in IFTA Reports:
- Average MPG: 41037816
- Gallons/HR at Idle: 00000000
- Vehicle Weight (lb): 31027628
- Fuel Type: aba50104
- Fuel Tank Capacity: 00000002

The 'Assign Device' dropdown menu is open, showing 'Dissociate Device' as the selected option. A red arrow points to this option. Other fields in the form include 'Vehicle ID\*', 'Vehicle Name', 'Vehicle Type\*', 'Operating Info' (Current Mileage, Current EH, Year, Make, Model, VIN), and 'Registration Info' (Plate Number, Registration State, Registration Renewal).

### Details

Add the vehicle's fuel usage information on the **Average MPG** and **Gallons/HR at Idle** fields to get accurate information on the fuel efficiency report and the accurate cost of idling on the Idle report.

- Key in the **Average MPG** and **Gallons/HR at Idle** on the respective fields.
- Also, provide the information for the following fields:
  - o Vehicle weight in pounds
  - o Fuel Type
  - o Gallons/HR at idle
  - o Fuel Tank Capacity in gallons
- If your company has to file for an **IFTA report**, make sure to tick the checkbox of **Include in IFTA Reports**.

The screenshot shows the 'Add Vehicle' form in the IndusTrack application. The 'Details' section is highlighted with a red box and contains the following fields:

- Include in IFTA Reports:
- Average MPG: 20
- Gallons/HR at Idle: 0.5
- Vehicle Weight (lb): 4755.4
- Fuel Type: Diesel
- Fuel Tank Capacity (Gal): 14

Other fields in the form include 'Vehicle Type\*', 'Assign Device', 'Operating Info' (Year, Make, Model, VIN), and 'Registration Info' (Plate Number, Registration State, Registration Renewal, Vehicle Cost Per Hour, Vehicle Rate Per Hour).

### Operating Info

Under the Operating Info, set the **Current Mileage** and **Engine Hours** on the vehicle. IndusTrack will track the vehicle's accumulated mileage and engine hours from the set values. If this is not set, the mileage and engine hours on the reports will differ from the odometer on the vehicle. It will simply state the number of miles and engine hours since the device was installed on the vehicle.

Key in the Current Mileage and Current Engine Hours on the respective fields. To enable editing of the fields, click on the edit icon to the right (pencil icons).

The screenshot shows the 'Add Vehicle' form with the following data:

- General:** Vehicle ID\* (12), Vehicle Name (mu-X 1), Vehicle Type\* (SUV), Assign Device (41037816)
- Operating Info (highlighted):** Current Mileage (0), Current EH (0), Year (Year), Make (Make), Model (Model), VIN ( )
- Details:** Include in IFTA Reports (checked), Average MPG (20), Gallons/HR at Idle (0.5), Vehicle Weight (lb) (4755.4), Fuel Type (Diesel), Fuel Tank Capacity (14)
- Registration Info:** Plate Number ( ), Registration State (Not Selected), Registration Renewal ( )

Key in the following vehicle information on the respective fields:

- Year
- Make
- Model
- VIN (Vehicle Identification Number)

The screenshot shows the 'Add Vehicle' form with the following data:

- General:** Vehicle ID\* (12), Vehicle Name (mu-X 1), Vehicle Type\* (SUV), Assign Device (41037816)
- Operating Info (highlighted):** Current Mileage (3500), Current EH (0462), Year (2022), Make (Isuzu), Model (4J13-TCK), VIN ( )
- Details:** Include in IFTA Reports (checked), Average MPG (20), Gallons/HR at Idle (0.5), Vehicle Weight (lb) (4755.4), Fuel Type (Diesel), Fuel Tank Capacity (14)
- Registration Info:** Plate Number ( ), Registration State (Not Selected), Registration Renewal ( )

### Registration Info

Adding the vehicle’s registration information is important to be able to set the registration renewal alerts and reminders.

Add the vehicle registration information to the following fields:

- Plate Number
- Registration State – Select the state where the vehicle is registered from the drop-down list
- Registration Renewal – Indicate the expiration date of the vehicle registration. This will be the reference date of the Registration Reminders and Alerts.
  - Key in the date using this format MM/DD/YYYY. The date will be reflected on the calendar when this is clicked.
  - Alternatively use the Date Picker to select the date. The selected date will be reflected in the field.
- Rate Per Hour – This is the rate used on estimates and invoices for this vehicle in the Asset section.
- Cost Per Hour – This is the cost used on estimates and invoices for this vehicle in the Asset section.

**Add Vehicle**

Vehicle Type \* SUV

Assign Device 41037816

Year 2022

Make Isuzu

Model 4J3-TCK

VIN

**Details**

Include in IFTA Reports

Average MPG 20

Gallons/HR at Idle 0.5

Vehicle Weight (lb) 4755.4

Fuel Type Diesel

Fuel Tank Capacity (Gal) 14

**Registration Info**

Plate Number 892 SNT

Registration State Minnesota

Registration Renewal 3/28/2025

Vehicle Cost Per Hour

Vehicle Rate Per Hour 96

CLOSE SAVE

Save the new vehicle. This will automatically have an Active Status. The vehicle will be added to the **Active vehicles table**.

ID	Name	Group(s)	Device ID	Driver Name	Device Phone Number	Status
1	Track1000 PTO	ALL				Active
2	Raz X5	Multiple	00000002			Active
3	Will 328i	Multiple	41460179			Active
6	Travis Car	Multiple		Karl Hylle		Active
7	Brannen	Multiple	42319489			Active
8	Scott's Car	ALL				Active
12	mu-X 1	ALL	41037816			Active

You are now ready to assign this to a Vehicle Group or to a Field Employee.

