# MY TRACKER

**HELP GUIDE**

**TRACKER**™

# Contents

# My TRACKER

My TRACKER enables owners of TRACKER Locate and TRACKER S5 Plus fitted vehicles access to bespoke website offering a host of information such as driving and journey reports as well as mapping and traffic information. This short guide contain help and advice on how to use My TRACKER.

# It's easy…

Once you receive your email from TRACKER, simply log on to **www.tracker.co.uk/mytracker**

When prompted you will be required to enter the following security information (provided on the email)

• TRACKER member number

• Product serial number

Once you have registered, you will be emailed with your username and temporary password. Just log on to **www.tracker.co.uk** and click 'Login' to get started.
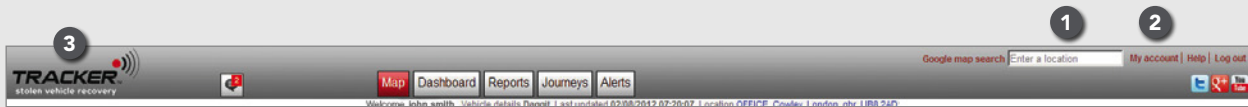
# Getting started

You will soon be able to access My TRACKER, our exclusive website for TRACKER Locate and TRACKER S5 Plus customers.
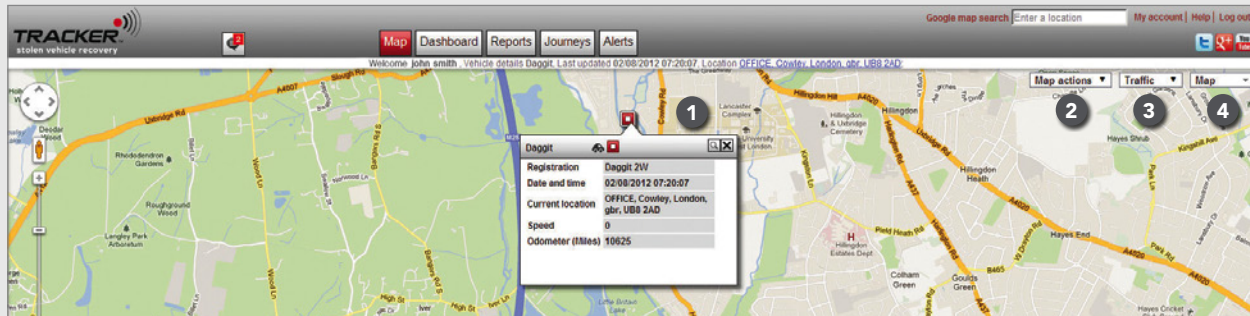
# Main **toolbar**

**After logging in you will see a short welcome message, your vehicle details and your last known location just above the map.**

The main toolbar along the top contains links to individual functions in My TRACKER including Messages, Map, Dashboard, Reports, Journeys and Alerts functions.



**1** Use the Google map search to find postcodes, locations or places, which will be displayed on the map.

**2** The My Account area is where you can change your contact details, password to your account and preferences.

**3** The TRACKER logo on the top left when selected will take you to the TRACKER website **www.tracker.co.uk**

# Map



**1** The vehicle is represented by two different icons; a green icon if the vehicle is moving, a red icon if it is stopped with the ignition off. Click the icon to reveal further information about the vehicle.

**2 Map actions**
This feature allows you to select and display shops, restaurants, garages, car parks, petrol stations and hotel locations on the map with the ability to display information about the location. The 'Get Directions' feature allows journeys to be planned and shown as text or on the map.

**3 Traffic**
This feature allows you to view congestion zones, incidents, road works, traffic cameras and traffic flow information on the map.

**4 Map**
Choose 'Satellite' or Street View' here. You can also show or hide the terrain and road names by ticking the box.

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# Dashboard



**1**    Use the arrows to choose a month. The Dashboard will then display the data for that month.

**2**    **Vehicle summary information**
This is where you can view a one month summary of the total distance and time travelled by your vehicle. See the CO2 emissions used and your fuel costs for that month. Data is automatically saved for easy review.

**3**    **Monthly distance travelled**
See the distance travelled by your vehicle, split by days of the month. The chart can be enlarged for easy viewing.

**4**    **Yearly distance travelled**
See the distance travelled by your vehicle over a rolling 12 month calendar, broken down by months. The chart can be enlarged for easy viewing.

**5**    **Roads used**
View the types of roads your vehicle has been driven on for the month. The chart can be enlarged for easy viewing.

**6**    **Over speeding**
This chart shows over speeds made during a month broken down by speed limit. The chart can be enlarged for easy viewing.

# Reports

Choose the report required from the drop down menu of the Reports tab. There are three options; Journey report, Event report and Fuel mileage report.



## Journey report
Specify the date and time range to see each individual journey your vehicle has taken between the selected dates and times. For each journey you can see:

- Start and stop location
- Date and time
- Average speed and distance travelled
- Total distance travelled split by business and private journeys
- Fuel costs for the journey
- CO2 emissions
- Amount of time the vehicle was stopped for before it started its next journey

Additionally, data can be exported into PDF and CSV formats.



## Event report
Specify the date range for your report by clicking on the calendar and the time by dragging the slider.

This report shows every start, stop and timed event for the vehicle between the dates chosen. For each event generated, the report will display the time and date of the event with the full address, vehicle speed, direction of travel and the type of event.



## Fuel mileage report
This report shows details for expense claims and HMRC compliance.

The report shows journey date, journey details and business distance travelled.

# Journeys

The Journey playback feature gives you a historic view of the route taken by your vehicle.

**1** Select a journey by ticking the box.

**2** Tick the box to view in Google Street View mode for an actual representation of the journey taken.

**3** Replay the selected journey using the tools at the bottom of the map on the left hand side.

**4** Click 'Compare to Google' to compare the actual distance travelled and time taken for the journey with Google Maps data.

**5** Click 'Set as Business' to change a journey from private to business. This will allow you to run a fuel mileage report showing all business journeys for expense claims.
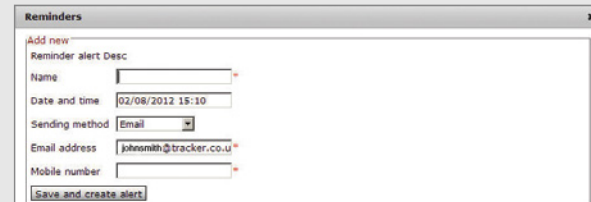
# Alerts

**Choose the alert required from the drop down menu of the Alerts tab.**
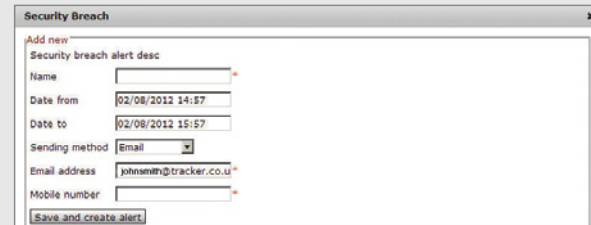
### Reminders
This is where you can set reminders for MOT due date, car servicing appointments, insurance renewal and other important dates or events of your choice. These can be sent to you free of charge via text, email or both.
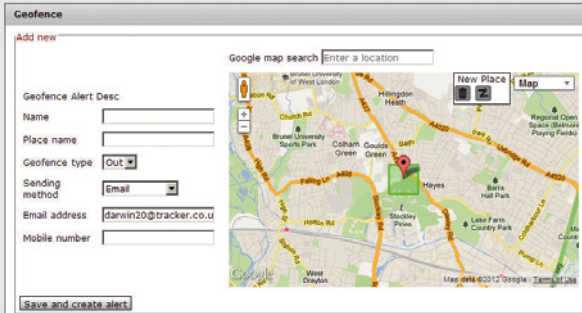


### Security breach
This feature allows you to set a date period for when your vehicle will not be used, for example when you are on holiday. If the vehicle engine is started during this time, an alert will be sent free of charge to you via text, email or both.

# Alerts (Continued)



## Geofence

A Geofence allows you to create an area on a map around a defined location. The Geofence can be in any shape and can be set to keep your vehicle outside the fenced area or inside it. If your vehicle breaches the Geofence, an alert will be sent to you free of charge via text, email or both.

### How to activate your Geofence:

Click on the Alerts tab and select Geofence from the dropdown. In the Google map search box enter the name of the town or the postcode for where you want to set up the Geofence.

The location will show up on the map.

If you wish to amend the size of the Geofence click on the ⬛ icon and the Geofence area will show the points that can be moved.

Click and drag the ⬤ icon to alter the shape. If you wish to add another point to the Geofence then

Click and drag the ⊕ icon.

When you have finished setting the Geofence area complete the following details:

**Name:** What you want to call the alert e.g. Holiday Alert

**Place name:**

**Geofence type:** "In" or "Out"

"In" means you want the vehicle to stay inside the Geofence and you will get an alert if the vehicle goes out of the Geofence area.

"Out" means you want the vehicle to stay outside the Geofence and you will get an alert if the vehicle goes into the Geofence area.

**Sending method:** Select how you wish to receive the alerts.

Once the information is entered, click the 'save and create alert' button.

# My Account

**In the My Account area you can amend your personal details, preferences and change your password.**

### Personal details
This is where you can change your postal address or the registered email address you use to log in to the My TRACKER website. Remember to click the Save Changes button to ensure your changes are saved.
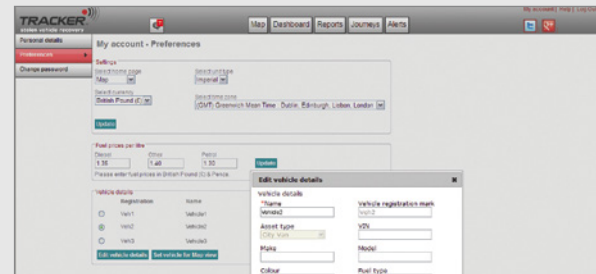


### Preferences
This is where you can change the settings for the My TRACKER website, fuel prices and vehicle details as well as selecting which vehicle you would like to display should you have more than one vehicle registered to your My TRACKER account.
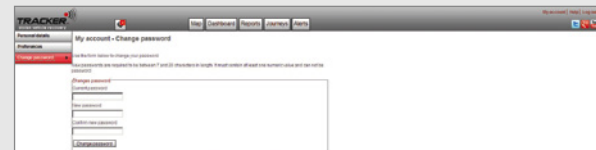
If any of the fields are changed the Update button must be selected or changes will not be made.

### Change password
If you want to change your login password for the My TRACKER website you can do so from here.

# Compatible **browsers and devices**

**My TRACKER is compatible with most modern web browsers, tablets and smartphone devices including selected Android operating systems and iPhones.**

Google Chrome

Internet Explorer

Safari

Android

Mozilla Firefox

Apple mobile operating system

For your any vehicle please contact our team on:

📞 0808 509 0909
✉ retail@tracker.co.uk

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