

## Working with POIs

### ABOUT POINTS OF INTEREST

Configuring Points of Interest (POIs) allows you to track and report on the interaction of assets with specific locations that are important to your organization. Examples of POIs include customer sites, warehouse locations, border crossings, and prohibited zones. Defining a POI can help ensure that your assets are in appropriate work locations.

### ACCESSING YOUR POIS

POIs can be accessed and created in two places. (1) from the **Tracking** screen or (2) from the **Configuration** screen, under the *Points of Interest* section.

### Creating POI from Tracking screen map:

1. From the main toolbar, click the **Fleet** icon.



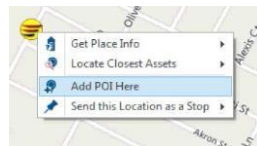
\*\*\*You can also click the drop-down arrow under "Fleet" and select **Tracking**.



2. From the **Search for locations** bar located at the top right of the map, type the address you want to locate and press **Enter**.

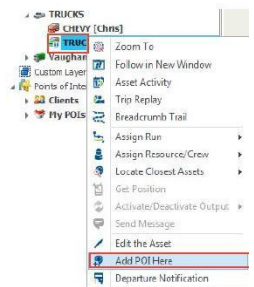


3. Once the address is shown on the map, right-click on the yellow icon and select **Add POI Here**.



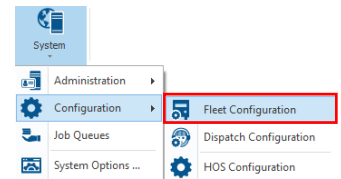
Creating a POI from the current reported position of an asset:

1. From the **Tracking** screen, in the **Map Items** panel tree to the left, right-click on the asset and select **Add POI Here**

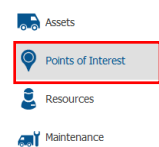


Accessing the POI page from the Fleet Configuration screen:

1. From the main toolbar, click **System** -> **Configuration** -> **Fleet Configuration**



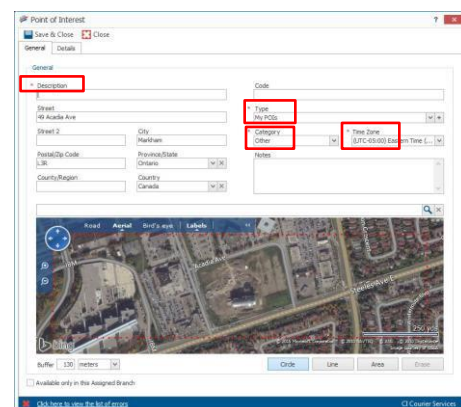
2. From the panel to the left, select **Points of Interest** from the menu at the bottom.



### CREATING A POI

1. To create a POI, click **+ Add**

2. Fill out the 4 mandatory fields marked with a red asterisk (\*).



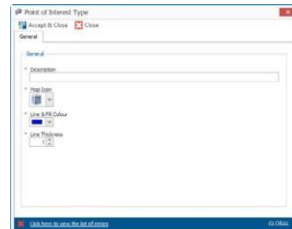
3. In the **Description** field, enter the name used to identify the POI.

\* Description

4. In the **Type** field, select a POI Type. The default type is **My POIs**.

\* Type

\*\*\*Click the **+** button to the right of the Type field to create a new POI Type. Enter a *Description*, select a new *map icon and fill colour*, and click *Save & Close*.



\*\*\*POI Types are a useful tool to create structure in the Map Items panel tree in the Tracking Screen, as well as when filtering reports.

5. Using the drop-down arrows next to each field, update the **Category** and **Time Zone** as required.

\* Category  \* Time Zone

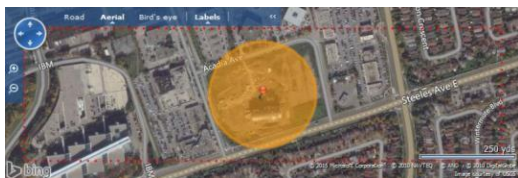
- **Category:** This option is used mostly in reporting and cannot be customized. The options are Other, Home, Office/Depot, Client and Supplier.

- **Address:** is not a mandatory field because a POI can be small or large and can encompass multiple addresses.

- **Code:** Is a field that can be used to put information such as a Client ID. It must be unique to that POI and can't be reused.

6. From within the **Map** section, define the parameters of the POI. There are three (3) ways to identify a POI.

1 – **Circle:** where the diameter is determined by the Buffer selected. This is the default format.



2 – **Area:** Manually define the borders around the POI using your mouse.

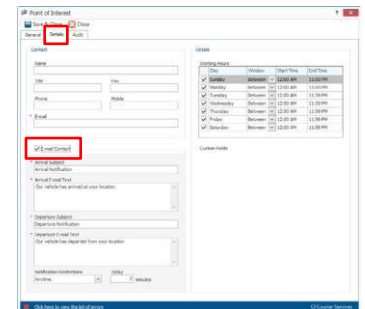


3 – **Line:** Can be used to identify a roads.



\*\*\*To ensure accuracy of the area being covered, it is recommended to put your map view in **Aerial** mode.

7. Optionally, click the **Details** tab of the POI dialogue box to enter additional information relating to the POI, such as **Contact** info and **Working hours**.



8. You can opt to have the system notify the contact when your assets arrive and depart from the POI in question.

9. Click Save & Close

## IMPORTING POIS

Consult the **Help** section in Fleet Complete using the button from the **Quick Access** toolbar located in the top left hand corner of the application for more information about how to import POIs.