

**DESCRIPTION:** This hands-on workshop is designed to provide a look at basic features and operations with the TrackIt application that allow you to deliver visibility to your operations for the management of your fleet and workforce.

**TOPICS:**

### **TrackIt Basics:**

*Understanding and building a foundation for your TrackIt application is key to the success of the system future integrations. Learn:*

- What is TrackIt?
- Understanding the basic areas of TrackIt
  - Users
  - Employees
  - Equipment
  - Plants
  - Hotspot and Regions
  - Statuses
  - Equipment Map

### **User Base System Preferences**

*TrackIt provides an easy user base preference which allows each user to have their own site experience. Preferences including:*

- General User Preferences
- Dispatcher Preferences
- Manage your message communication
- Setup the system to your specific language

### **Configuring TrackIt**

*One unique aspect to TrackIt is status-loop-based workflow, and the flexibility within the system. Learn the ins and outs with topics such as:*

- Employee Creations
- Hotspot Creations
- Adding Users
- Basics - add, remove, and link statuses together
- Model your status-loop after your operation
- Better understanding all the status related features
- Geofence setup and functionality
- Helping driver's status correctly
- How are other clients using statusing to control costs and provide visibility
- Creations of Plants and why are they important
- Creation of Equipment and importance to the integration

