WIRELESS MATRIX

# Reports 6.3.2 Release Notes

Last Updated: August 5, 2011

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Introduction

These Release Notes contain new features that are available in FleetOutlook's interactive reports as part of the 6.3.2 release.

Scheduled Report URLs

Users can now send scheduled reports that are accessible via a link instead of an attachment, allowing users to access scheduled reports from any computer with internet access. Users that schedule a report that is accessible by link only will still receive an email at the scheduled delivery time. However, instead of opening an attachment, users simply need to click the link at the bottom of the email to open the report.
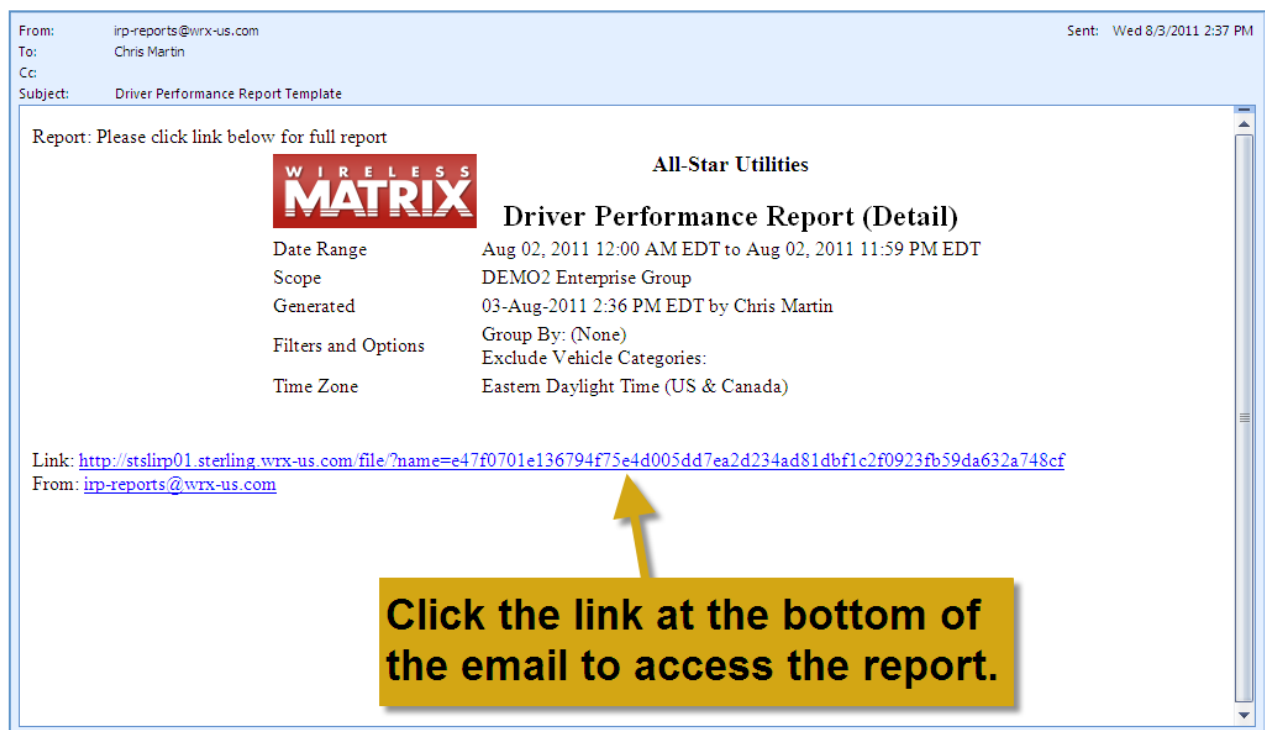
Figure 1: Example of scheduled report email

To schedule a report that is accessible by link only:

Step 1: Click the "Schedule" button at the bottom of any saved report.

Step 2: Enter the desired delivery schedule, recipients and format.

Step 3: Make sure the "Link only" check box is selected.

Step 4: Click "Save Report."

Figure 2: Report scheduler

Updated Email Subject Line

For scheduled reports, the name of the report will be included in the subject line of the email to allow users to quickly identify a scheduled report email from FleetOutlook.

Driver Utilization Report Update

Three additional columns have been added to the Driver Utilization Report. The columns and a brief description of what each contains are outlined below:

1. **Work Order Trip Segments:** Displays the number of trip segments that ended at a work order location.

2. **Landmark Trip Segments:** Displays the number of trip segments that ended at a Landmark.

3. **Total Stops:** Displays the number of total stops.

    Note: This column displays the total count of stop events regardless of their duration or significance.

Public Template

Users can now create report templates that are visible to all FleetOutlook users called Public Templates. These templates enable administrators to create specific reports and make them available to all of their users.

To create a Public Template:

Step 1: Select the desired report and report criteria.

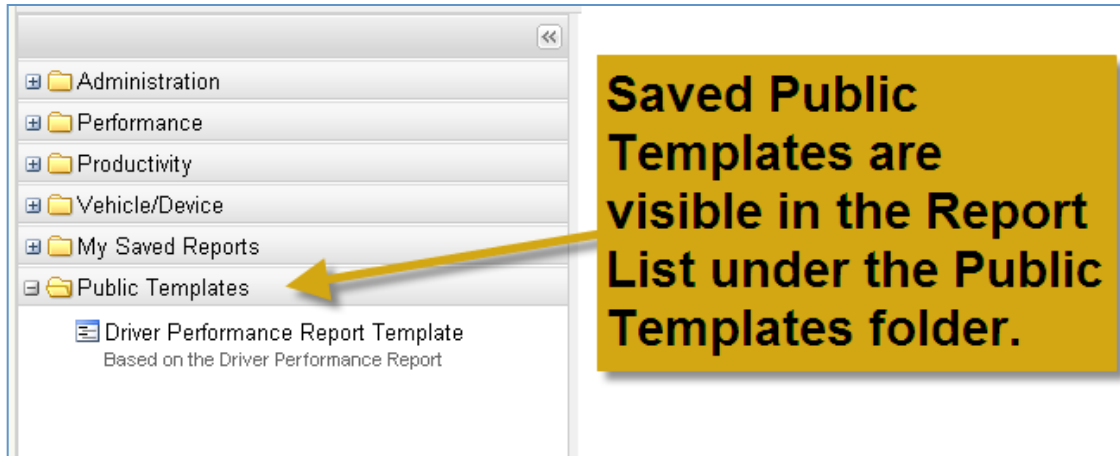**Step 2:** Click the "Save" button in the Report Actions section of the left-hand sidebar.

Step 3: Click the "Public Template" radio button, enter the desired name of the template and then click "Save."

Figure 3: Public Template example

Once a report has been saved as a public template it will be available in the Report List under the Public Template folder.

Figure 4: List of Report List folders

New Interactive Reports

We are continuing to add interactive reports to FleetOutlook. In this release there are four new interactive reports in FleetOutlook. A list of the reports, as well as a brief summary of what each one does, follows:

1. **Device Installation:** Provides users visibility into how Vehicles, Drivers and Devices are related, and is useful for managing or troubleshooting an installation rollout. Users can filter on provisioning status and driver assignments to identify installed devices that have not been provisioned.

    Note: This is an enhancement over the existing report available in the Performance Reports Tab, which has been removed from FleetOutlook. Users that scheduled the existing report to be automatically sent to them will continue receiving the scheduled report, however they should convert to the new report as soon as possible as the scheduled report will be retired in the coming weeks.

2. **Device Integrity:** Provides details of event sequences that can indicate device anomalies such as device failure or device tampering. Users can filter on Power, Ignition and GPS connectivity events.

    Note: This is an enhancement over the existing report available in the Performance Reports Tab, which has been removed from FleetOutlook. Users that scheduled the existing report to be automatically sent to them will continue receiving the scheduled report, however they should convert to the

new report as soon as possible as the scheduled report will be retired in the coming weeks.

3. **Idle:** Provides visibility into key idle statistics over a period of time. A filter allows for a minimum idle time to be set. Users can also define a fuel consumption rate and fuel price, which are then used to calculate the fuel cost of idling.

   Note: This is an enhancement over the existing report available in the Performance Reports Tab, which has been removed from FleetOutlook. Users that scheduled the existing report to be automatically sent to them will continue receiving the scheduled report, however they should convert to the new report as soon as possible as the scheduled report will be retired in the coming weeks.

4. **Fuel Purchase:** Displays all fuel purchases using a fuel card and key statistics, including: odometer reading, miles driven, MPG, gallons purchased and total fuel cost. In addition, the report displays the address of the gas station and the vehicle's location at the time the fuel was purchased, enabling users to quickly identify fraudulent fuel card usage.

   Note: This report is currently available to customers using Wright Express fuel cards only.

For more information on FleetOutlook's Reports, please visit [FleetOutlook Help](#).

Note: We have been moving reports from the Performance and Exception Reports SubTabs into the Interactive Reports SubTab.

Once all reports have been moved, we will remove the Performance and Exception Reports SubTabs from FleetOutlook. If a report on a specific SubTab is no longer available, please look in the Interactive Reports SubTab for a similar report.

Questions

Contact Wireless Matrix Customer Support at 866.456.7522 or customercare@wirelessmatrix.com.

We are continuously improving the documentation and training we supply to our customers, but we need your help. Do you have any suggestions for what you would

like to see in the future? If so, please send an email to Chris Martin and let us know the resources you need to be successful.