



# AMERICALOC – GPS TRACKING

User Guide v3.0

**AMERICALOC - GPS TRACKING**  
**User Guide v3.0.E**  
[www.americoloc.com](http://www.americoloc.com)

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Information about the functionality of the system and the images published in this document may differ depending on the version of the operating system, browser and/or the Americoloc platform version in use. Also, some of the contents in this manual may differ from the actual product. Options and services may vary by device model.

**TRADEMARK NOTICES**

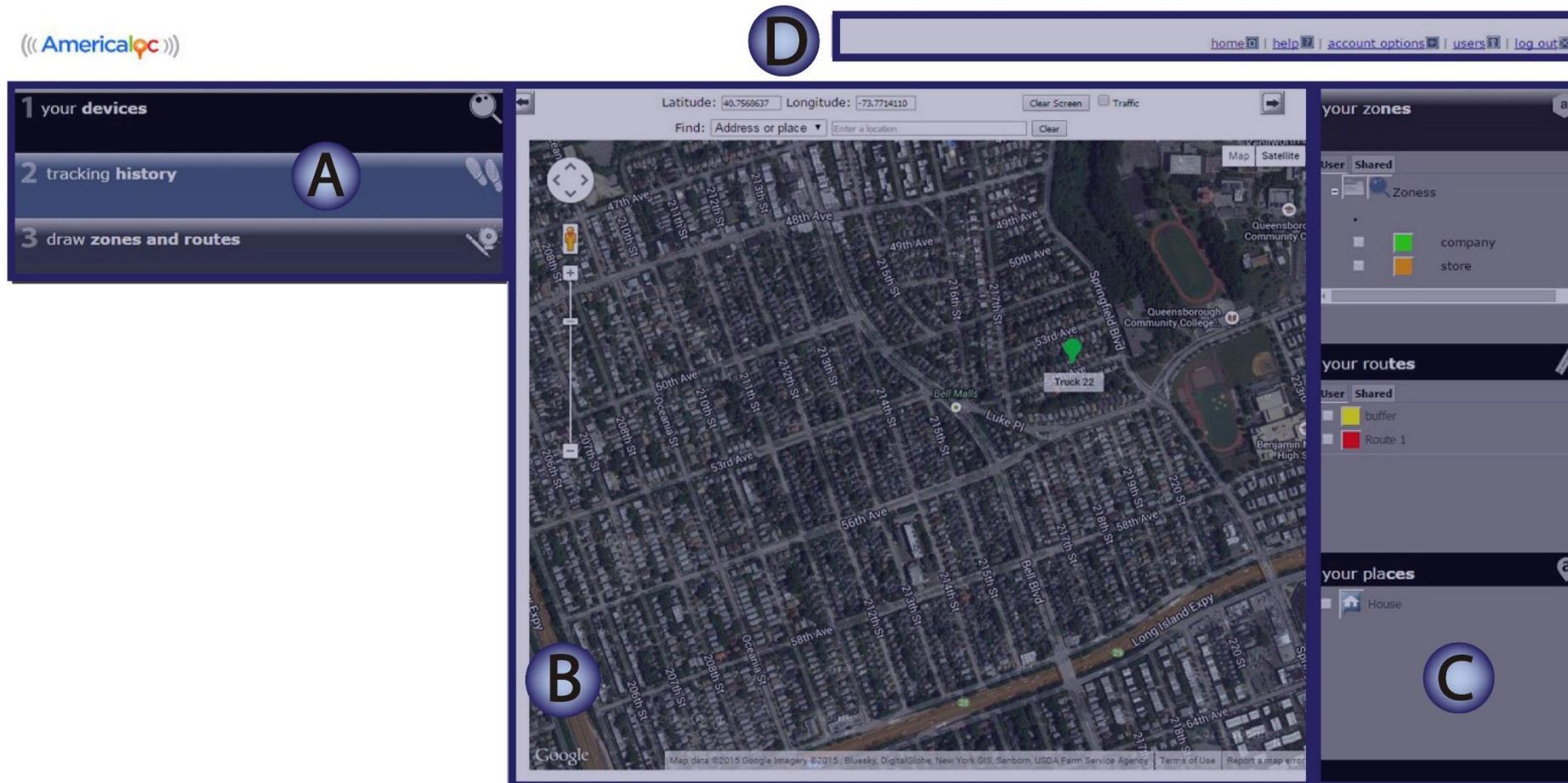
User Manual v3.0.E February 27<sup>th</sup> 2015.

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To access your account from any PC, tablet or smartphone navigate to [www.americoloc.com](http://www.americoloc.com) from a web browser; enter the **username** and **password** provided by AmericaLoc; click the Login button.

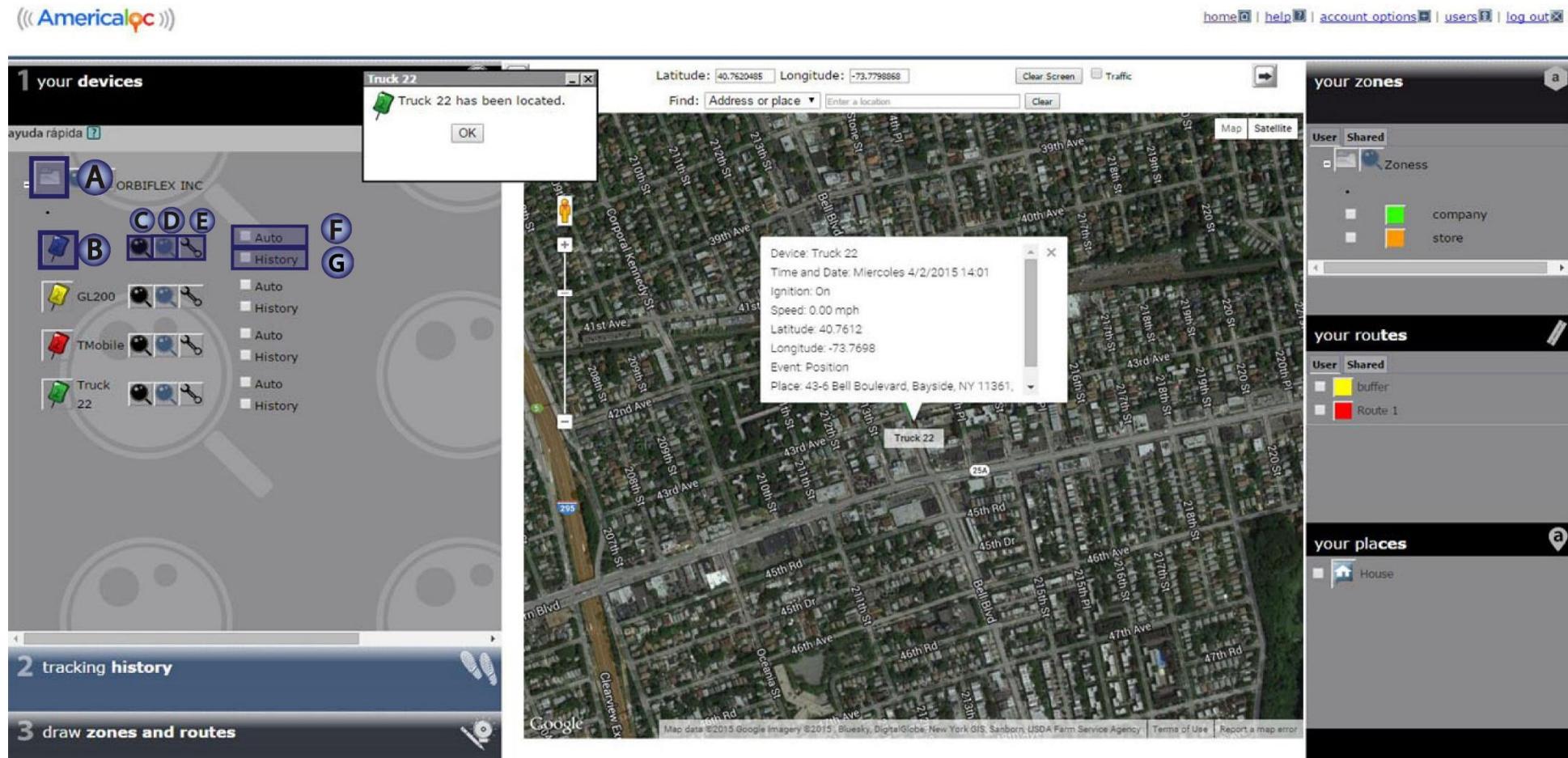
Once open, you will be brought to the main screen and you will see 4 different sections:

- A. Section to view current and historical locations, customize and configure devices, create zones, routes and places, and generate reports.
- B. Section used to display geographic data from Google Maps.
- C. Section to view established areas, routes and places.
- D. Section used to configure the main and sub-accounts, view video tutorials and access help documents.



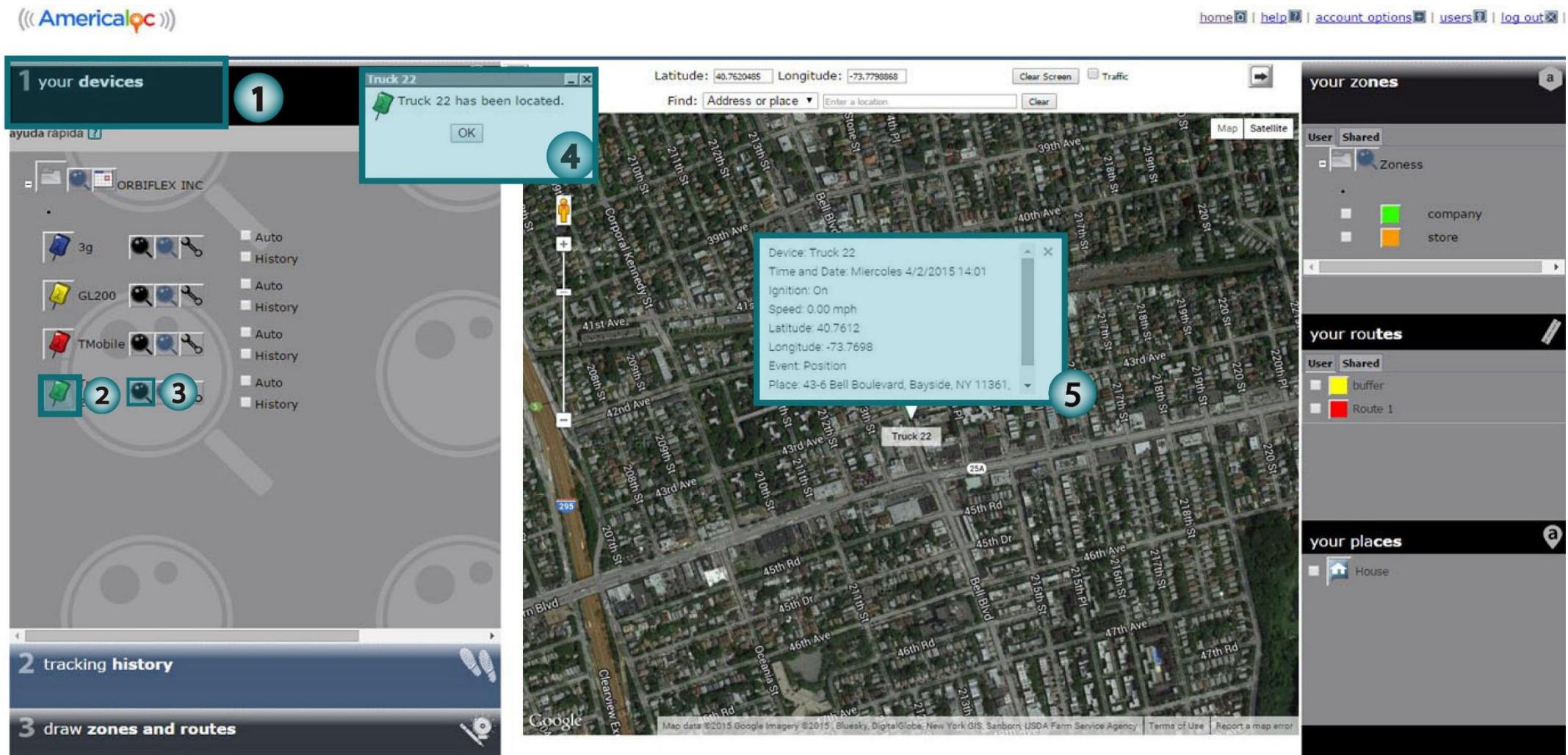
Click **1 your devices** to activate the following icons:

- A. **Device Directory:** Will contain all devices available to the user. Use the functionality within this folder to organize devices by region, type, route, etc.
- B. **Devices:** Click the device icon to personalize by name and color.
- C. **Locate Now:** Click the icon to display the current location of the device.
- D. **Last Known Position:** Click the icon to display the last known position and state of the device. This feature is used when the current location of the device is unavailable.
- E. **Settings:** Click the icon to view and modify settings, create custom notifications, generate reports and view the connection status of the particular device.
- F. **Auto:** Select this field to track minute-by-minute movements of the particular device on the map.
- G. **History:** Select this field to activate the **tracking history** panel, see section **2 track your devices** for more details.



Follow these instructions to locate your device:

1. Click on **1 your devices**; your list of devices will appear.
2. Select the device you wish to locate.
3. Click on the **Locate now** icon to activate real time searches. As the search is performed, the map will display the last known location of the device.
4. The results of the real time search appear in a new window.
5. The map will show the current location of the device as well as a legend with details on the current status of the device.



Selecting **2 tracking history** will activate the following commands:

- A. **Advanced Search:** This command allows you to perform a historical search of the units selected in section 1. Enter a date range in the calendar drop-down.
- B. **Search:** Click this icon to execute the historical search for a specific device.
- C. **Search All:** Click this icon to execute the historical search for all the devices selected in section 1.
- D. **Watch:** Click to show a map and table of all the paths and actions taken by a given device for the date range specified in step A.
- E. **KML:** Select this icon to export a Google Earth (kml) file of the routes taken by the selected device.

The screenshot displays the Americaloc web application interface. On the left sidebar, the '2 tracking history' section is active, showing a table of tracking events for 'Truck 22'. The table has columns for 'Place', 'Time and Date', 'Ignition', 'Speed mph', and 'Event'. A pop-up window titled 'Results found for Truck 22' is overlaid on the table, showing a detailed view of a specific event. The main map area shows a satellite view of a residential area with a green line indicating the truck's path. A pop-up window on the map provides details for the selected device: 'Truck 22', including its time and date, ignition status, speed, latitude, longitude, and event type. The right sidebar contains sections for 'your zones', 'your routes', and 'your places'.

Place	Time and Date	Ignition	Speed mph	Event
	Miercoles 4/2/2015 14:01	On	0.00	Position
	Miercoles 4/2/2015 13:28	On	0.00	Ignition On
	Miercoles 4/2/2015 13:28	Off	0.00	Automatic Tracking
	Miercoles 4/2/2015 13:01	Off	0.00	Automatic Tracking
	Miercoles 4/2/2015 13:01	Off	0.00	Ignition Off
	Miercoles 4/2/2015 12:47	On	0.00	Ignition On
	Miercoles 4/2/2015 12:17	Off	0.00	Automatic Tracking
	Miercoles 4/2/2015 11:47	Off	0.00	Automatic Tracking

Device: Truck 22  
 Time and Date: Miercoles 4/2/2015 14:01  
 Ignition: On  
 Speed: 0.00 mph  
 Latitude: 40.7612  
 Longitude: -73.7698  
 Event: Position  
 Place: 43-6 Bell Boulevard, Bayside, NY 11361

Follow these instructions to display paths:

1. Navigate to the **1 your devices** section and select the **History** flag for the desired devices. **Is very important to enable devices in this section before proceeding to the next step.**
2. Navigate to the **2 tracking history** section; only the devices flagged in **step 1** will appear in this section.
3. Select from the list of pre-determined date and time ranges or select **Advanced Search** to perform a historical search.
4. Click **Search** to view the results of the device you selected.
5. Click **Watch** to view a map and table of all the actions and paths taken by a given device for the date range selected.
6. Click on each **icon** in the path or table to display the corresponding details.

**Note: It is very important to accomplish step 1 to enable devices in step 2.**

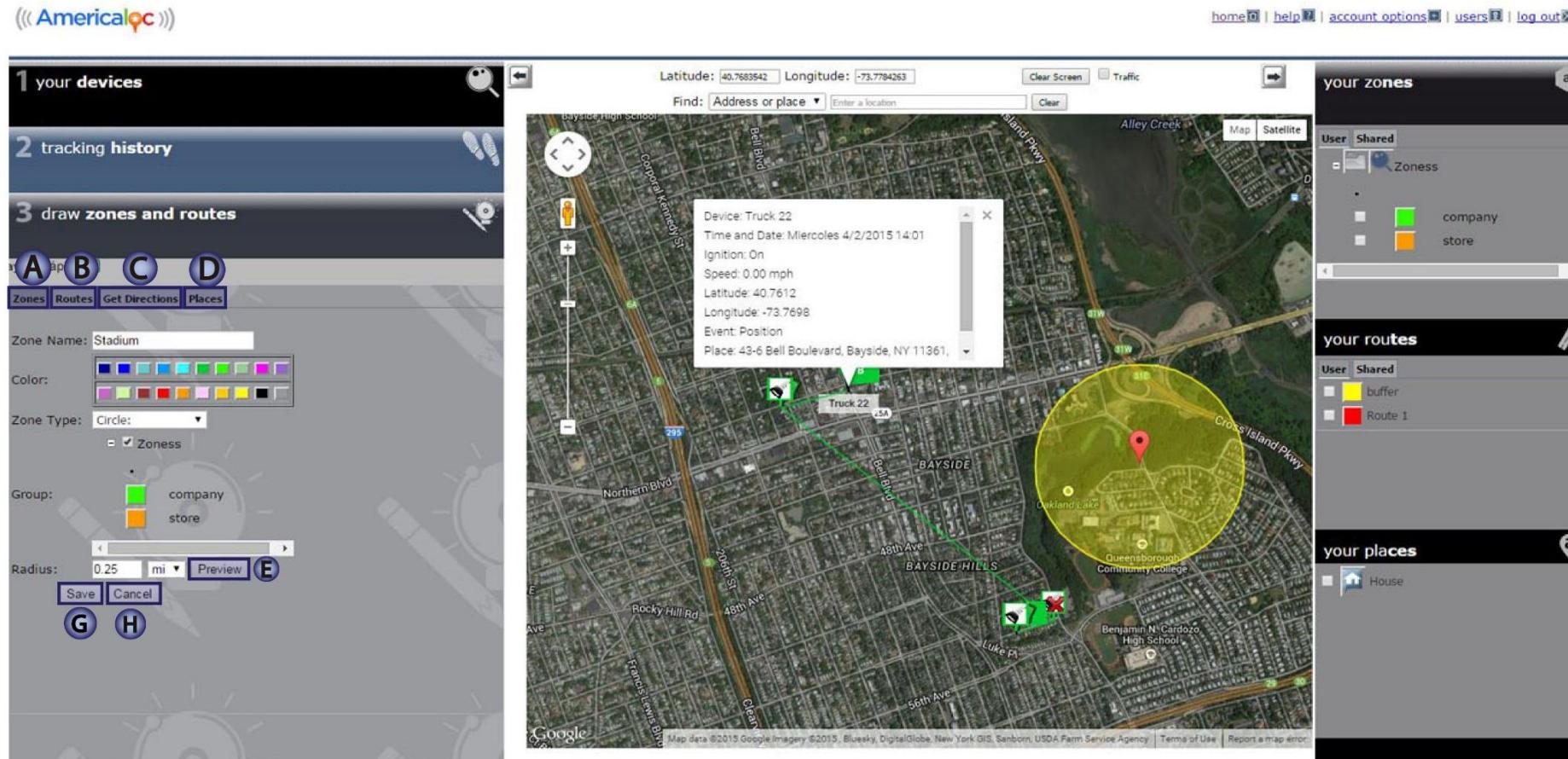
Results found for Truck 22

Place	Time and Date	Ignition	Speed mph	Event
Miercoles	4/2/2015 14:01	On	0.00	Position
Miercoles	4/2/2015 13:28	On	0.00	Ignition On
Miercoles	4/2/2015 13:28	Off	0.00	Automatic Tracking
Miercoles	4/2/2015 13:01	Off	0.00	Automatic Tracking
Miercoles	4/2/2015 13:01	Off	0.00	Ignition Off
Miercoles	4/2/2015 12:47	On	0.00	Ignition On
Miercoles	4/2/2015 12:17	Off	0.00	Automatic Tracking
Miercoles	4/2/2015 11:47	Off	0.00	Automatic Tracking

Device: Truck 22  
 Time and Date: Miercoles 4/2/2015 14:01  
 Ignition: On  
 Speed: 0.00 mph  
 Latitude: 40.7612  
 Longitude: -73.7698  
 Event: Position  
 Place: 43-6 Bell Boulevard, Bayside, NY 11361,

Selecting **3 draw zones and routes** will activate the following tabs and functions:

- A. **Zones** tab: Click to view, edit, delete or create zones. Subsequently create and receive notifications upon zone entry and exit.
- B. **Routes** tab: Click to view edit, delete or create routes. Subsequently create and receive notifications upon route entry and exit.
- C. **Get Directions** tab: Click to generate a suggested route between two locations as well as directions and distance detail.
- D. **Places** tab: Click to view, edit, delete and create landmarks such as gas stations, banks, monuments, hospitals, parks, etc.
- E. Use the **New Zone** and **New Route** icons to create zones and routes.
- F. Click the **Draw** button to activate the layout of the zone or route on the map.
- G. Use the **Circle** Zone Type to draw a circular zone. Set the radius and click **Preview**; the recommended minimum radius is 200 yards.
- H. Click the **Save** icon to save the zones or routes created.
- I. Click the **Cancel** button to remove zones or routes created.

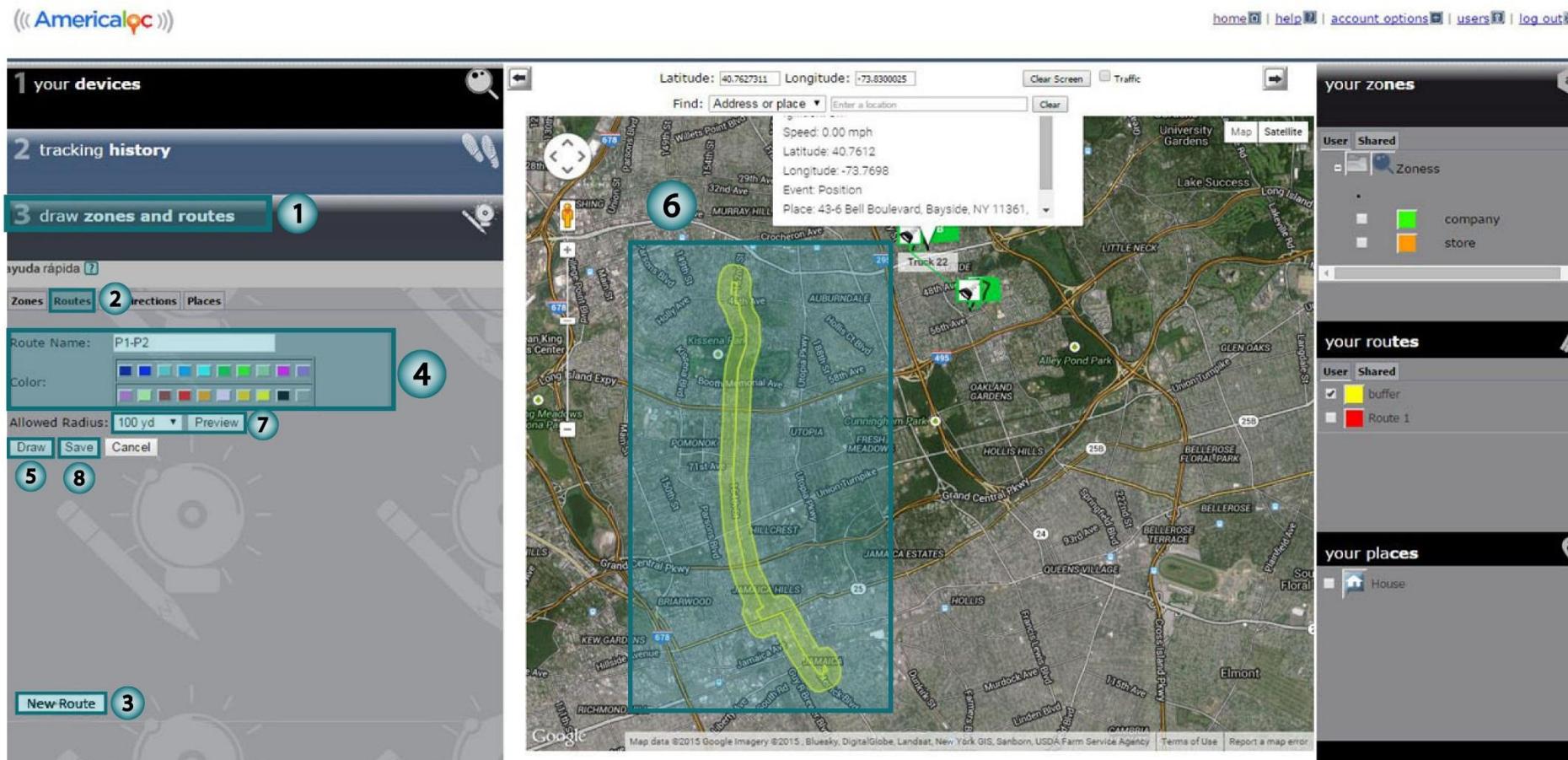


Follow these instructions to create zones:

1. Click on **3 draw zones and routes**.
2. Click the **Zones** tab to display already established zones.
3. Click the **New Zone** button to start creating a zone.
4. Enter a **name, color, type** of area, **group** or **folder** and a **radius** for the zone.
5. Click the **Draw** button to enable drawing on the map.
6. Click on the map in the center of the desired zone, the zone will auto populate on the map.
7. Adjust the radius of the zone if necessary; click the **Preview** button to apply the change.
8. Click the **Save** button to store the zone.

Follow these instructions to create routes:

1. Click on **3 draw zones and routes**.
2. Click the **Routes** tab to display already established routes.
3. Click the **New Route** button to start creating a route.
4. Enter a **name**, **color** and **radius** for the route.
5. Click the **Draw** button to enable drawing on the map.
6. Draw a route by clicking points on the map. Each click creates a point in the route, the points are automatically joined together to form a route.
7. Adjust the radius of the route if necessary; click the **Preview** button to apply the change.
8. Click the **Save** button to store the route.



Click **1 your devices** to activate the following icons:

- A. **View Settings:** Click to view the settings, notifications and reports configured for each device.
- B. **Settings:** Click to modify the parameters of the selected device.
- C. **Notifications:** Click to view, edit, delete, or create notifications.
- D. **Zones and Routes:** Click to view, edit, delete, or create notifications upon entry or exit of assigned zones and routes.
- E. **Reports:** Click to generate and download ad hoc reports for the selected device or all devices on the account.
- F. **Diagnostics:** Click to display the current connection status of the device.

The screenshot shows the Americoloc web interface. At the top left is the logo and navigation links (home, help, account options, users, log out). The main content area is titled "1 your devices" and shows a list of devices for "ORBIFLEX INC": 3g, GL200, TMobile, and Truck 22. Each device has a status icon and a "View Settings" icon (A). A settings modal for "Truck 22" is open, showing tabs for Settings (B), Notifications (C), Zones and Routes (D), Reports (E), and Diagnose (F). The modal contains several sections with settings highlighted by letters:

- TRACKING:** Status: ON (G)
- TRAVELED DISTANCE:** Total Distance (mi): 5575 (H)
- SPEED ALERT:** Status: OFF (I), Speed Limit: 65 mph
- IGNITION SENSOR:** Status: ON (J)
- MOVEMENT ALERT:** Status: OFF (K), Refresh button
- LONG STOP ALERT:** Status: OFF (L), Wait Time: 10 min

At the bottom of the interface, there are three main navigation buttons: "2 tracking history" and "3 draw zones and routes".

Click **1 your devices** to activate the following icons: (continued)

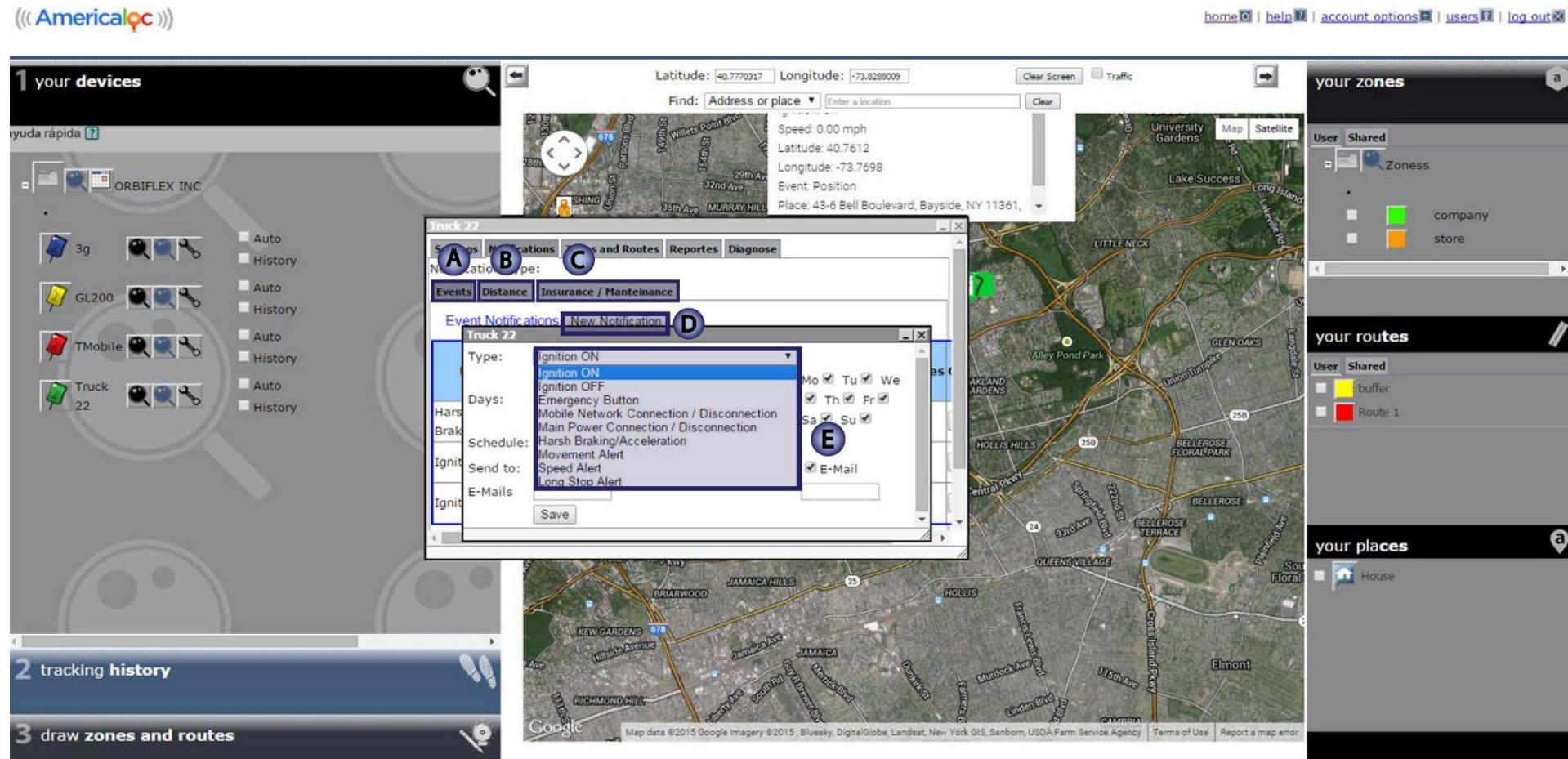
- G. **Tracking:** Enables or disables the automatic tracking of each device.
- H. **Traveled Distance:** Shows the distance that the vehicle has traveled.
- I. **Speed Alert:** Sets the maximum permissible speed limit for the vehicle.
- J. **Ignition Sensor:** Enables or disables logging ignition changes.
- K. **Movement Alert:** Enables or disables logging of vehicle movement.
- L. **Long Stop Alert:** Sets the length of time that the vehicle can be idle.

**Note: Options and services may vary by device model.**

Click the **Notifications** tab to access the following sub-tabs and functions:

- A. **Events**: Click to view, edit, delete, or create notifications on various events types (see E)
- B. **Distance**: Click to view, edit, delete, or create notifications when a given distance is travelled. This feature can be used to schedule vehicle maintenance
- C. **Insurance / Maintenance**. Click to view, edit, delete, or create insurance/maintenance reminders.
- D. Click the **New Notification** button from each sub-tab in order to create a new notification.
- E. Click the **Event Type** button to display and select the type of event you want to be notified on.

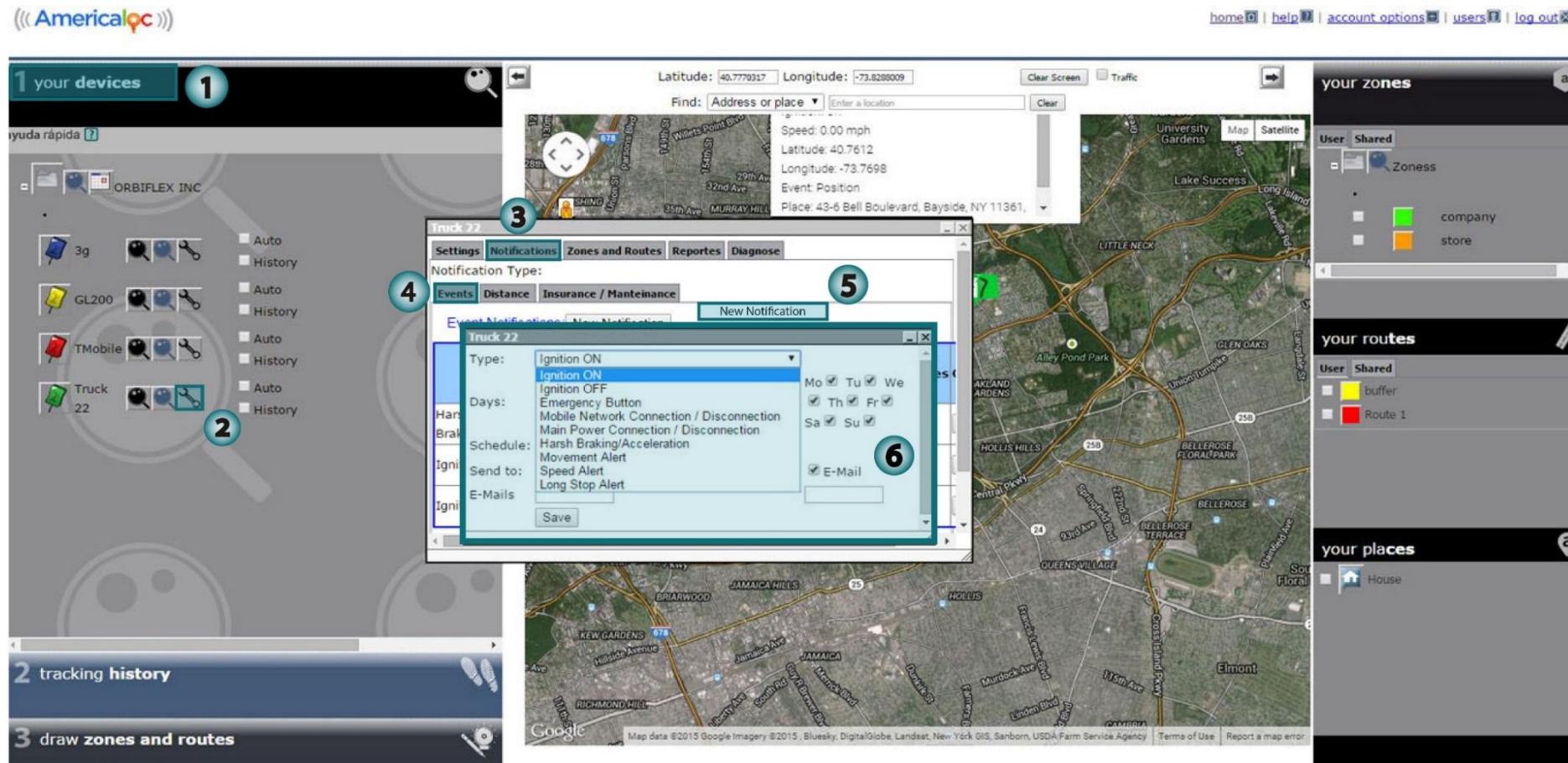
**Notes:** a) Event notifications are limited to the parameters established in the Settings tab. b) Options and services may vary by device model.



Follow these instructions to create notifications:

1. Click on **1 your devices**.
2. Click on the **Settings** icon of the vehicle you wish to be notified on.
3. Click on the **Notifications** tab.
4. Click the sub-tab for the type of notification you want to create (**Events, Distance, Insurance / Maintenance**)
5. Click the **New Notification** button.
6. Select an event from the **Event Type** drop down list. Schedule the notifications by selecting a date and time range. Enter the email addresses that will receive the notifications.

**Notes:** a) Each notification may be configured for distribution to two different email addresses. If you need more you can add another row.  
b) Options and services may vary by device model.



Click the **Areas and Routes** tab to access the following functions and settings:

- A. **New Notification**: Click to create a notification upon entry or exit of zones and routes.
- B. **Name**: Drop down the list and select that area or route that applies to the notification.
- C. **Save**: Click to save the notification created.
- D. **Remove**: Click to remove a notification.

**Note:** a) Zones and routes must be pre-established in the system in order to create entry/exit notifications. b) Automatic tracking must be on in order to receive entry/exit notifications because our system uses those positions to determine if your device is inside or outside the zone/route.

Follow these steps to create Entry/Exit notifications:

1. Click on **1 your devices**.
2. Click on the **Settings** icon of the vehicle you wish to be notified on.
3. Click on **Areas and Routes**.
4. Click on the **New Notification** button.
5. Select from the **Name** drop down list which Zone (Z) or Route (R) you want to create a new notification for. Schedule the notifications by selecting a date and time range. Enter the email addresses that will receive the notifications.

**Notes:** a) Each notification may be configured for distribution to two different email addresses. b) If you need more you can add another row.

The screenshot displays the Americaloc web application interface. On the left, the 'your devices' sidebar shows a list of devices, with 'Truck 22' selected. The main map area shows a satellite view of a residential area with a location pin for 'Truck 22'. A data popup for 'Truck 22' is visible, showing details like 'Time and Date: Miercoles 4/2/2015 14:23', 'Speed: 0.00 mph', and 'Place: 219-1-219-99 54th Avenue, Bayside, NY 11364'. The 'Truck 22' settings window is open, with the 'Zones and Routes' tab selected. The 'New Notification' button is highlighted. A 'Truck 22' notification configuration window is also open, showing fields for Name (set to '(R) buffer'), Days (all days selected), Schedule (All Day), Events (Arrive and Leave), and Send to (E-Mail). The right sidebar shows 'your zones' and 'your routes' sections.

The following Reports are available to you. However, availability may vary by device model.

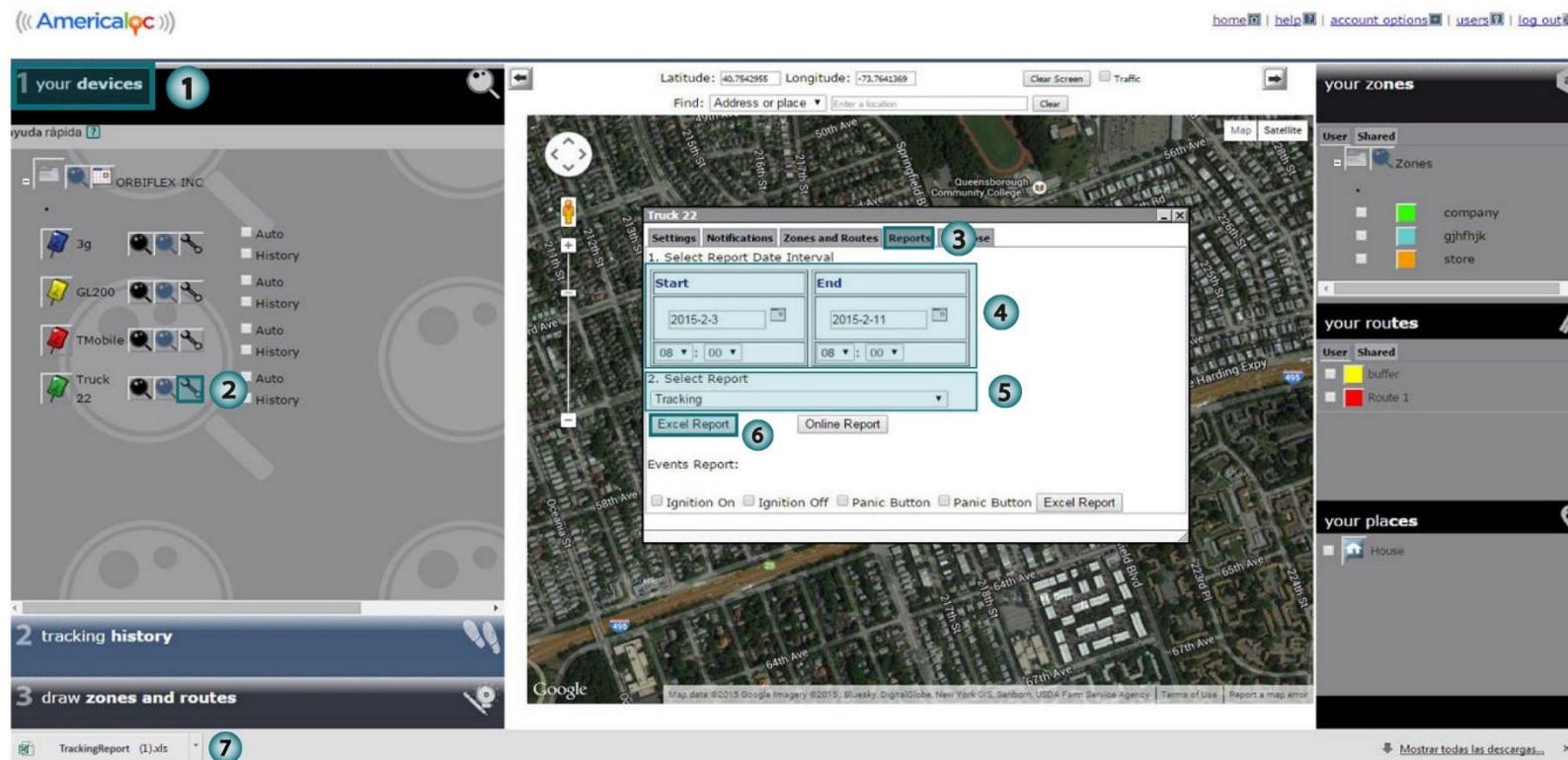
1. **Tracking Report:** Generates a report with all positions and events for the selected dates.
2. **Idle Time:** Generates a report with the location, time and date when the vehicle was idle.
3. **Distance:** Generates a report with the total distance and time traveled for the selected dates.
4. **In Out Zone Report:** Lists the location, date, time, speed and link to Google Maps for all zone entries and exits.
5. **Filtered by Speed Events:** Reports all the locations where the device breached speed limits.
6. **Complete Report:** Shows all positions, distance traveled, average speed, speed limit breaches and a link for each event in Google Maps.
7. **Ignition On Time:** Shows all ignition on notifications for the vehicle in the chosen dates.
8. **Top 10 Max Speed:** This report shows the top 10 vehicles that exceeded the chosen speed limits along with location, time and date of the breach.
9. **Over Speed:** This report shows the number of times the vehicle exceeded the set speed limits.
10. **Day Report:** This report shows total distance, speed, idle time and distance between idle points for the chosen device.
11. **Last Known Location of All Devices:** Shows the last location registered for all devices.
12. **Complete Report of All Devices:** Reports distance traveled, maximum speed, average speed, number of speed events, idle time and ignition on notifications for all devices in your account.
13. **Zone Report of All Devices:** Shows all the in/out of zone notifications for all the devices in you accounts.

**Note:** Reports 1, 2, 4, 6, 7, 9, 10 y 11 can be displayed on screen and may also be exported to an Excel file. All other are Excel reports.

How to generate a report:

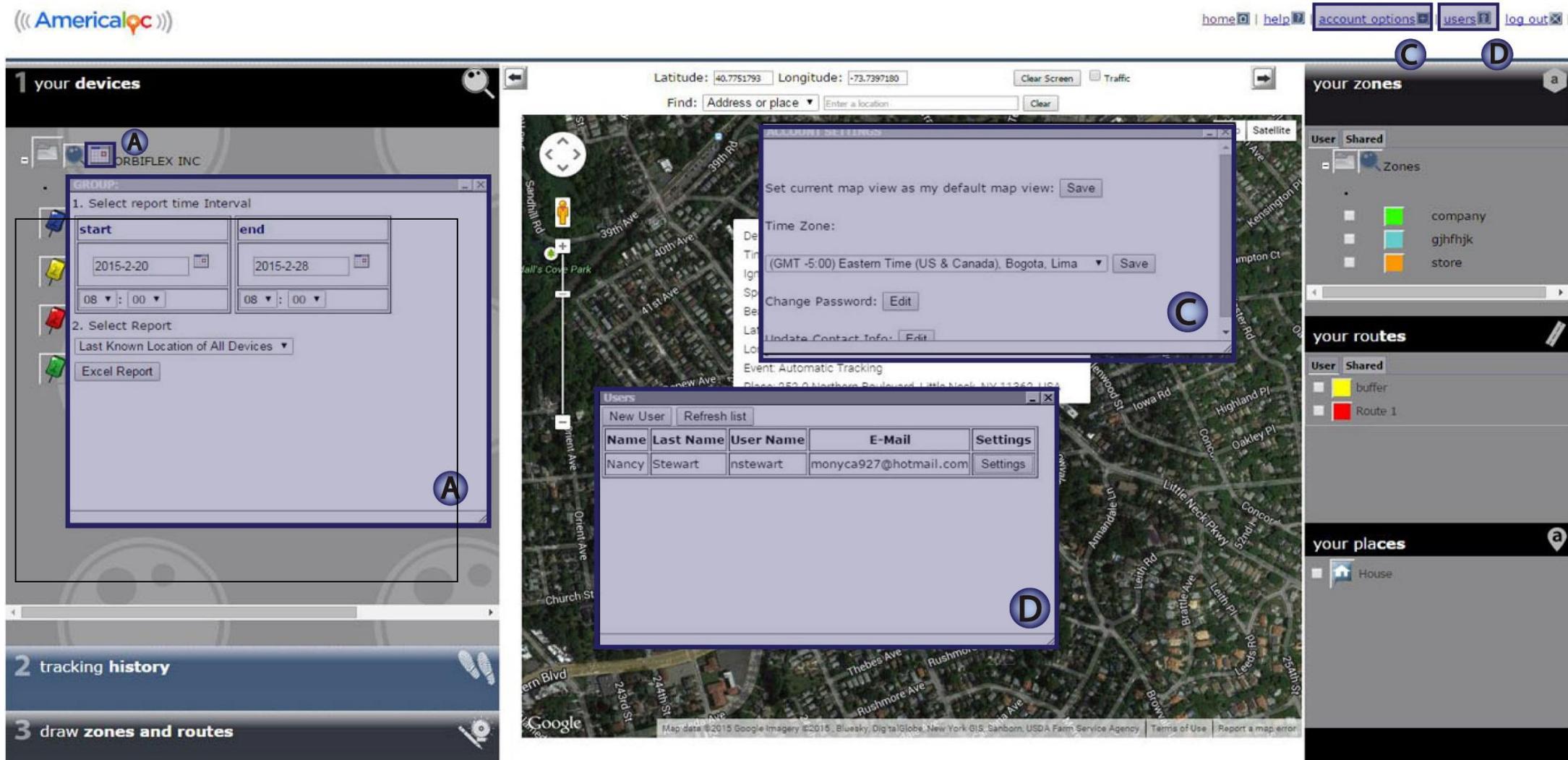
1. Click on “1 your devices”.
2. Click the “Settings” button of the desired device.
3. Click the “Reports” tab.
4. Enter the desired date and time range.
5. Select a report from the drop down menu.
6. Select an output format.
  - a. Excel: the report exports to an Excel workbook.
  - b. Online: the report displays on screen.

**Note:** Reports will only display data for the notifications, routes and events that the chosen device is configured for. See the Notifications and Zones and Routes sections of this manual for more



Click these icons to access the following functions:

- A. **General Reports:** Quickly access a given list of frequently used reports.
- B. **Help:** Access general information about the system.
- C. **Account Options:** Access this function to save the current view as the default, change passwords and update contact details.
- D. **Users:** Access this function to perform user administration tasks.



The screenshot displays the Americaloc web application interface. At the top right, navigation links include 'home', 'help', 'account options', 'users', and 'log out'. The main interface is divided into several sections:

- your devices:** Shows a group named 'ORBIFLEX INC' with a pop-up window for report settings. The pop-up has two sections: '1. Select report time Interval' with 'start' (2015-2-20) and 'end' (2015-2-28) date pickers, and '2. Select Report' with a dropdown for 'Last Known Location of All Devices' and an 'Excel Report' button.
- your zones:** Lists zones with columns for 'User' and 'Shared'. Visible zones include 'company' (green), 'gjfhjkc' (cyan), and 'store' (orange).
- your routes:** Lists routes with columns for 'User' and 'Shared'. Visible routes include 'buffer' (yellow) and 'Route 1' (red).
- your places:** Lists places with a column for 'User'. A 'House' icon is visible.

Two pop-up windows are overlaid on the map:

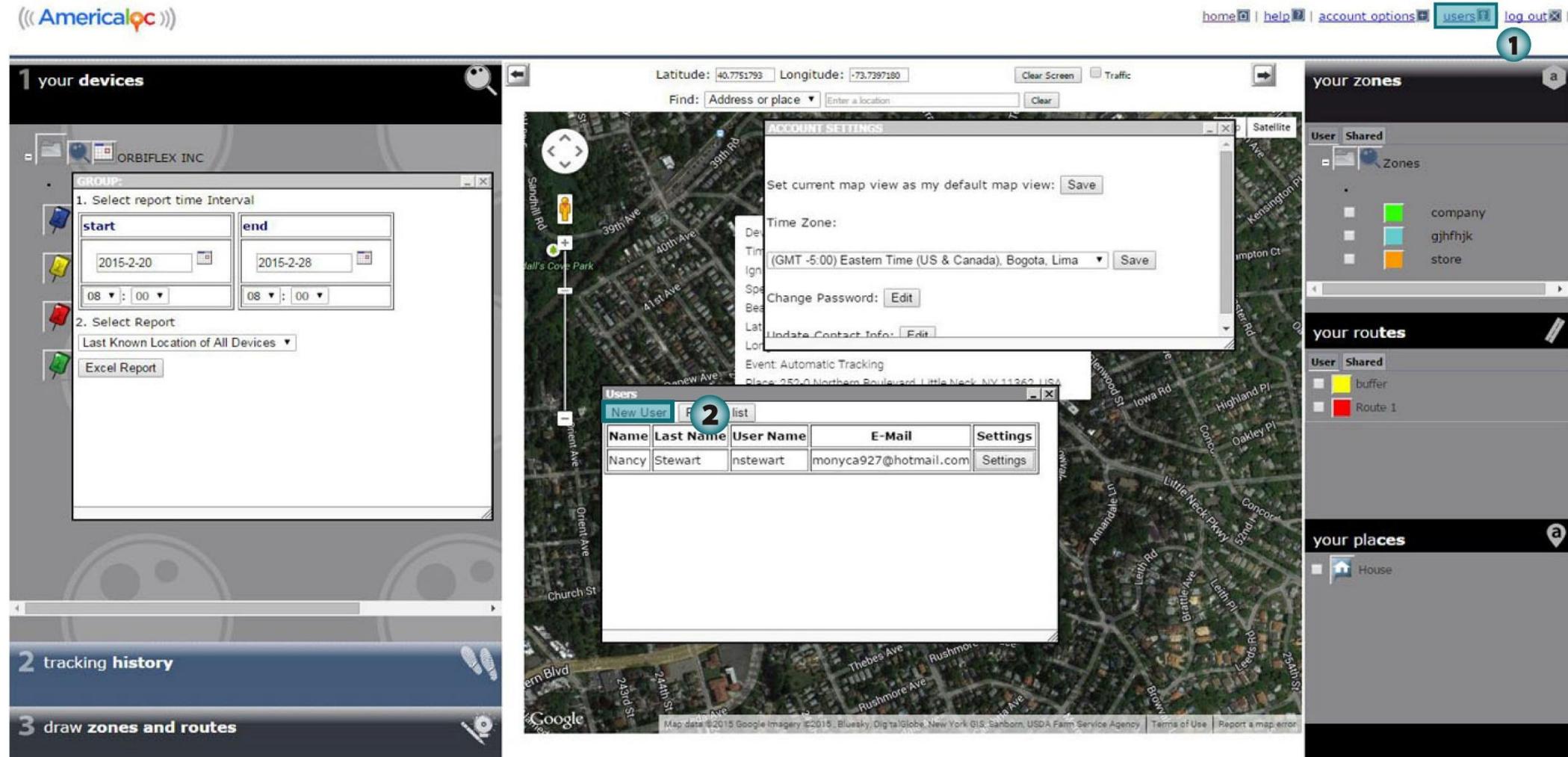
- Account Settings:** Contains options to 'Set current map view as my default map view', 'Change Password', and 'Update Contact Info'. A 'Time Zone' dropdown is set to '(GMT -5:00) Eastern Time (US & Canada), Bogota, Lima'.
- Users:** A table listing users with columns for Name, Last Name, User Name, E-Mail, and Settings. The table contains one entry: Nancy Stewart (nstewart, monyca927@hotmail.com).

Navigation icons A, B, C, and D are placed on the interface to correspond with the text instructions.

Follow these steps to create a sub-account:

1. Click the **Users** icon to view the existing list of users.
2. Click on **New User** to launch a User tab in your browser. Enter the user details and select the appropriate privilege levels.
3. Click **Save** to create the user.

Note: The user code and password must be at least eight alphanumeric characters. Accents and special characters are not permitted in the user name or password.



The screenshot shows the Americaloc web application interface. At the top, there is a navigation bar with links for home, help, account options, users, and log out. The main content area is divided into several sections:

- your devices:** Contains a 'GROUP' section for 'ORBIFLEX INC' with options to select report time intervals (start/end dates and times) and report types (Last Known Location of All Devices, Excel Report).
- your zones:** Lists zones such as 'company', 'gjhfhjk', and 'store' with corresponding color-coded markers.
- your routes:** Lists routes such as 'buffer' and 'Route 1' with corresponding color-coded markers.
- your places:** Lists places such as 'House'.

The central part of the interface features a map with a search bar and a 'Users' management window. The 'Users' window has a 'New User' button and a table of existing users:

Name	Last Name	User Name	E-Mail	Settings
Nancy	Stewart	nstewart	monyca927@hotmail.com	Settings

Below the table, there is a 'New User' dialog box with fields for Name, Last Name, User Name, E-Mail, and Settings, along with a 'Save' button. A red circle with the number '2' highlights the 'New User' button.

Follow these instructions to create a Zone Folder:

1. Click on the main **Zone Folder**, or **Zone Sub-folder**, where you would like to create the zone group.
2. In the window that opens, click on **Create New Group**.
3. Enter a **name** for the Zone Folder.
4. Click the **Save New Group** button.

Note: Zone Folders can be used to classify zones by region, state, type, etc.

