

I_Site Driver Creation

Adding single drivers

- 1) Go to the **Manage Site** tab (select site if you have access to more than one site).
- 2) Click **Drivers** on the left navigation panel.
- 3) Press **Create driver** to open the 'Create driver' dialogue window.
- 4) Enter driver name or designation and unique 5 digit PIN code.
- 5) Press **Create driver** to save the driver and to open the 'Driver details' dialogue window (see following sections).

TOYOTA
MATERIAL HANDLING

I_Site

Home Utilization Shocks Pre-Op. Check Diary **Manage Site** Administration My Fleet Help

Manage Site

Create driver

Driver *

PIN *

Driving License To

Site

CLEAR

CREATE DRIVER

OUT OF SYNC

Driver name

When changing a driver name, earlier operating data will be referred to the new name.

Driver details

Driver *

PIN *

Card ID

Profile

Shift Times

Driving License To

Additional Info 1

Additional Info 2

PIN code

Driver PIN codes may be changed; however, it can affect the accuracy of reports. Alternatively, recreate the driver and remove machine access from the earlier driver account.

Card ID

The feature requires that your site is enabled for the Smart Access usage. Please consult your TMH representative for further information.

Profile

Profile settings affect machine performance as activated on the machines. Set to '1' for normal drivers. For more advanced options please consult your TMH service representative.

The 'Lockout Reset' profile allows resetting shock and POC lock-outs

The 'Supervisor Lockout' profile provides possibility to block the usage of a machine. Note: The profile does not include the lock-out reset possibility.

The image shows a screenshot of a web form titled "Driver details". The form contains several input fields and a dropdown menu. The fields are: "Driver *" with the value "Supervisor Lockout"; "PIN *" with the value "00050"; "Card ID" with the value "C74A"; "Profile" with a dropdown menu currently showing "Supervisor Lockout" and a list of options including "1", "2", "3", "4", "5", "6", "7", "8", "9", "Lockout Reset", and "Supervisor Lockout" (which is highlighted in blue); "Shift Times" with a dropdown menu; "Driving License" with a text input field; "Additional Info 1" with a text input field; and "Additional Info 2" with a text input field. A mouse cursor is pointing at the "Supervisor Lockout" option in the dropdown menu.

Shift times

The shift time specifies drivers work schedule and forms the basis for utilization calculations

Select the appropriate shift time from the drop-down menu. For best utilization calculations, select the maximum number of days the driver is likely to be working, i.e. 7 days even if working weekends only occasionally. The '0x0' alternative will not add to utilization rates – Suitable for servicing personnel.

Recorded utilization rates will not be recalculated when changing shift schedule settings.

Driving license

The driving license period controls for how long drivers will have machine access. When expired, the driver access is blocked for specified machine type. If left blank, there is no time limit.

Additional info

May be used for any driver related information, e.g. 'Additional info 1' driver group or work area, 'additional info 2' what they can drive i.e.PPT RT CB LLOP

Delete drivers

The delete driver function will erase earlier data. An alternative as a first step is to disable machine access and change to the 0x0 work schedule.

To delete a driver, press **Delete**.

When done, click **Update**. In the pop-up, select **Save** if there are more drivers to be edited. When finished with all drivers, select **Send SMS & Save** for a prompt download. Parameters that are server settings only will not generate the **Save/Send** window.

Assigning machine access

| Machine | Model |
|-----------------|--------|
| 8DEMO15-10003 | 8FGF15 |
| 8DEMO-TeraTerm1 | 8FGF15 |

Machine: Brand:

Fleet No:

Test Group:

ADD ALL SEARCH CLEAR

Machine Model Brand Fleet Nur

- 1) Click **Add machines to driver**.
- 2) Leave search fields blank or limit the search by selecting machine group from the drop down or enter criteria for:
 - Machine number – Incomplete machine number can be entered.
 - Machine brand – Enter a brand's two-letter designation.
 - Fleet number – Incomplete fleet numbers can be entered.
 - Select Machine group or family – select a predefined machine family or group
- 3) Press **Search**.

Machines, that the selected driver or any of the drivers of the selected range already can access, are displayed in the left column.
- 4) Add machine access by clicking on the **+** icon or press **Add all**. The selected drivers will get access to the added machines.
- 5) Click **Update** when done. In the pop-up, select **Save** if there are more drivers to be assigned machine access. When finished with all drivers, select **Send SMS & Save** for a prompt download.