

USER SETTINGS

User settings is where you can update your account details, manage subscriptions and notifications and enable your mobile application access.

ACCESSING USER SETTINGS

To access user settings click on the user name in the upper right corner of the web portal. It will expand a drop down menu where you can access your account settings.



MY SETTINGS – PROFILE

In this menu you can change first name, last name, e-mail, and preferred e-mail language.

User ID is your unique identification in the system. It is used to access I_SITE via mobile application. It cannot be changed.

E-mail address entered here is used for password recovery and as a default address for subscriptions and notifications.

Preferred Email Language is used for determining what language should be used for content of any emails we send you. Note that the list contains some languages we do not currently support.

To change any of the profile settings:

- 1) Click on the field that requires change
- 2) Enter desired value
- 3) Click the **update** button to save changes

My Settings	
Profile	>
Subscriptions	>
Mobile Settings	>
Notifications	
General	>
Pre-Op Check	>
Shock	>
Superv. Lockout	>
Battery Incident	>

Profile for Fleet Manager	
User ID	fleet_adm
First name	<input type="text" value="Fleet"/>
Last Name	<input type="text" value="Manager"/>
Email	<input type="text" value="[redacted]@toyota-isite.eu"/>
Preferred Email Language	<input type="text" value="Afrikaans (Suid Afrika)"/>
UPDATE	

SUBSCRIPTIONS

Subscriptions menu contains a list of all created subscriptions.

Heading	Subscribed report
Subscription Name	Name of the subscription, also used as e-mail title
Subscription Type	Time interval at which the subscription is sent
Expiry Date	Date, on which subscription expires (after that date no more e-mails with that subscription report will be sent. All subscriptions are valid for a year from their creation date.
Trashcan	Delete subscription

To extend or renew subscription:

1. Find the subscription to be extended or renewed
2. Click on the **green dot** next to the Expiry Date
3. Subscription expiration date is now set one year from the current date

Remove subscription:

1. Find the subscription to remove or cancel
2. Click on the **trash can** icon
3. Subscription is now removed from active subscription list

Subscriptions for Fleet Manager

Machine Utilisation Report

Subscription Name	Subscription Type	Expiry Date	
Truck Performance Wareh...	Monthly	27/02/2019 ●	

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MOBILE SETTINGS

To access I_SITE mobile application from your phone or tablet you need to create a **four digit** PIN code.

To create a PIN code:

1. Enter four digit PIN code in the **PIN Code** field
2. Repeat same four digit PIN code in the **Confirm PIN** field
3. Click **Save**

To access the data in the mobile application enter your **user ID** and **PIN code**.

I_SITE mobile application is available for Android and iOS devices. It can be downloaded from Google Play (Android) or App Store (iOS) for free. Do not download the application from any other sources.

Mobile Settings

i Please enter a PIN code for logging in to the mobile app.

PIN Code

Confirm PIN

SAVE

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NOTIFICATIONS

Notifications are e-mail alerts informing of problems detected in monitored areas: problems detected during pre-operational checklist completion, shocks exceeding set thresholds, machines being lockout out by the supervisor lockout code and battery alerts.

GENERAL

Notifications can be sent to a different email address than the one associated with user account. To prevent account theft enter an alternate e-mail address in the **general** section if notifications will be sent to an e-mail address used by multiple users or accessible by someone who is not the account owner. Account password cannot be reset using this e-mail account.

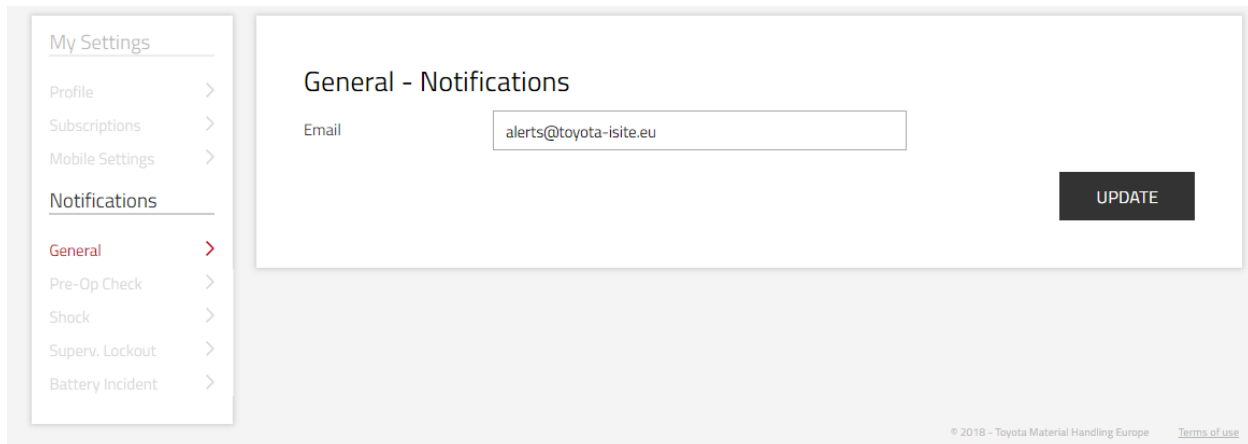
To provide alternate e-mail address for notifications:

1. Enter alternate e-mail address in **Email** field
2. Click **update** button

All notifications will be sent to the alternate e-mail address. By default all notifications are sent to the e-mail address specified in the **profile** menu.

To remove alternate e-mail address for notifications:

1. Remove e-mail address from the **Email** field
2. Click **update** button



ENABLING NOTIFICATIONS

There are four types of notifications that can be enabled:

- Pre-Op. Check** Alerts for all pre-operational checklists, which include at least one critical question, but were not completed on time, were completed too fast or the driver indicated a problem in one of the critical areas
- Shock** Alerts for all shocks that exceed set thresholds regardless if they result in shock lockout or not
- Superv. Lockout** Alert if the machine was locked out using a supervisor lockout code
- Battery Incident** Alerts if the battery level drops below set threshold

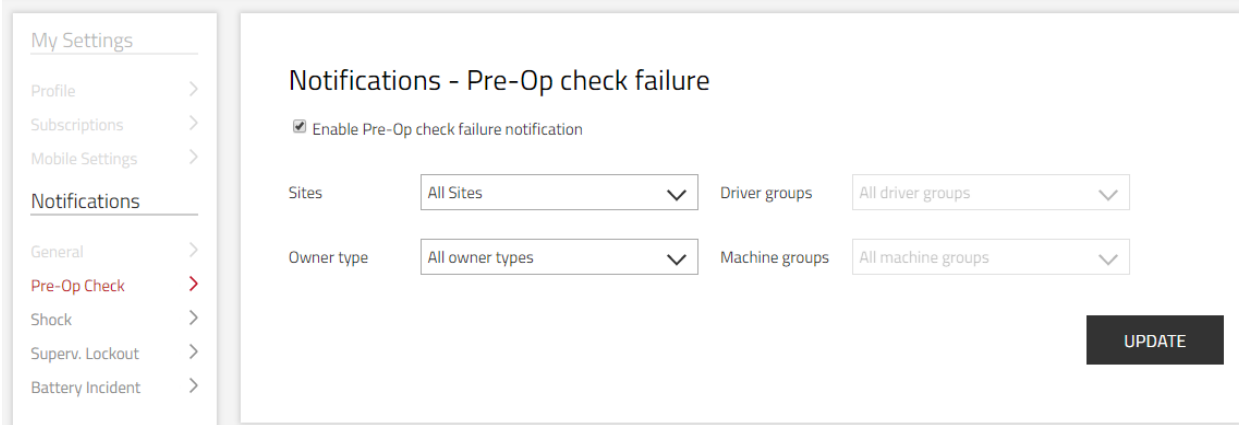
To enable notification:

1. Select menu for the type of notification to be enabled
2. Check box next to **Enable [alert type] notification**
3. Click **update** button

Notification filters:

I_SITE GUIDE // GENERAL // USER SETTINGS

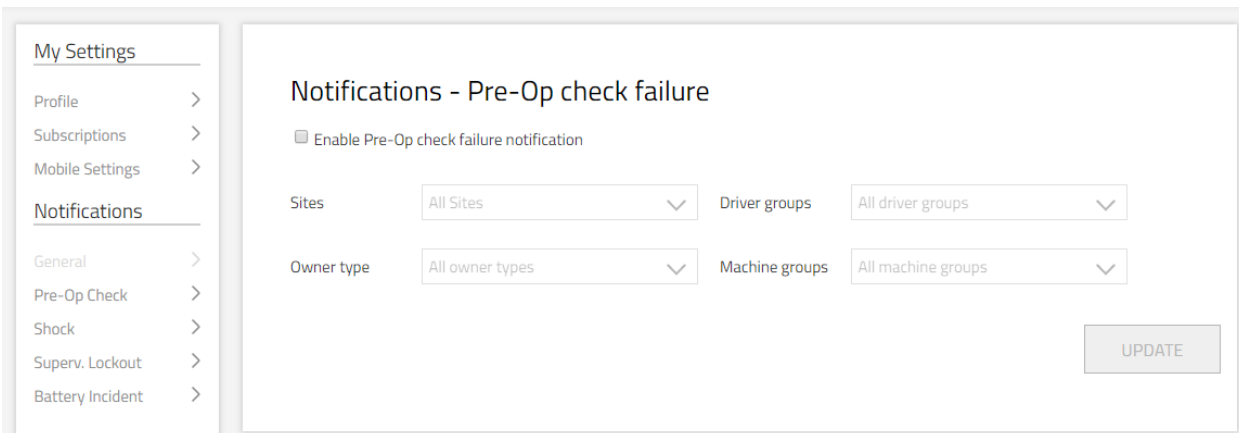
- Sites** Notifications can be sent for specific site(s) If user has access to more than one site a specific site can be selected. By default all sites are included when notification is enabled
- Owner type** Notifications can be limited to machines by type of ownership. Types include: demo, long-term rental (LTR), other (unspecified), owned and short-term rental (STR). By default all machines are included
- Driver groups** Alerts can be sent if the registered driver on the machine belongs to a specific group. To select one or more group first at least one site needs to be selected. The group must belong to a selected site. By default all groups are included.
- Machine groups** Alerts can be sent for a machine that belongs to a specific group. To select one or more group first at least one site needs to be selected. The group must belong to a selected site. By default all groups are included.



DISABLING NOTIFICATIONS

To disable notifications:

1. Select menu for the type of notification to be disabled
2. Un-check box next to **Enable [alert type] notification**
3. Click **update** button



WEB PORTAL LANGUAGE

Language of the I_SITE web portal is determined by the preferred language settings in the web browser. To change web portal language open web browser options and change the preferred language of the web browser. Not all languages are supported.