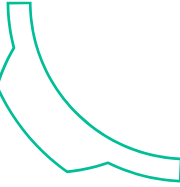


Driver Coaching Guide



Driver Debrief Process



1

Complete Setup



Capture debrief frequency & start date



Create team/supervisor group



Assign driver to team/supervisor



Debrief completion overview dashboard



Supervisor/Team dashboard



Driver dashboard

Explore Insights

2

3

Driver Debrief



View supporting insights (event location, videos etc.)



Coach behaviors

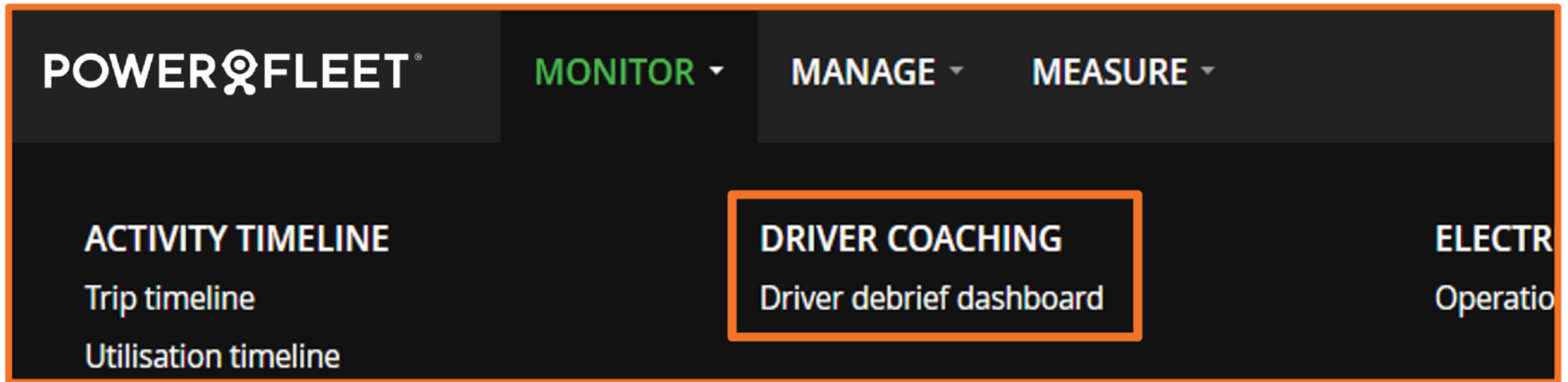


Complete driver debrief session

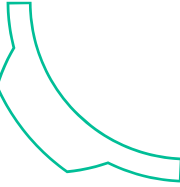
New module in **Unity**

A new module will display in MiX Fleet Manager called "Driver Coaching", and "Driver debrief dashboard" as a menu option.

- Selecting the menu will route you to the Debrief completion overview dashboard if the setup process has been completed.
- You will be routed to the Settings page if the setup process has not been completed for the organization.




Access controlled by User permissions



This avoids unauthorized access to information. The new permissions are:

- Driver debrief settings page - You need **Access** permission to view the page, **Update/Create** to edit.
- Driver debrief dashboard – You need **Access** permissions to to view the dashboards.
- Start driver debrief session – You need **Access** permission to start a driver debrief session.

Driver Coaching 				
	Access	Create	Update	Delete
Driver debrief configuration	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Driver debrief dashboard	<input type="checkbox"/>			
Start driver debrief session	<input type="checkbox"/>			

Driver Debrief Settings controls Organisation setup

The settings page allows you to configure the debrief settings that will drive how insights are displayed in the module.

Select the coaching frequency.

Select when you want to start coaching for the first time.

Add a supervisor or team.

The screenshot shows the 'Driver debrief settings' page in the PowerFleet interface. The page is titled 'Driver debrief settings' and includes a 'Close' button and a 'Save' button. The main content area is titled 'Coaching debrief interval' and contains the instruction: 'Set the frequency that supervisors or teams need to facilitate debrief sessions.' Below this, there are two input fields: 'Frequency' and 'Start date'. The 'Frequency' dropdown menu is open, showing options: 'Weekly' (highlighted in green), 'Biweekly', and 'Monthly'. The 'Start date' field is set to '2024/02/27' with a calendar icon. Below the input fields, there is a table with a 'Filter' section and a 'Supervisor / Team name' column. The table is currently empty, displaying 'No records available.' A green '+' button is located in the top right corner of the table area. The left sidebar shows the navigation menu with 'Driver debrief dashboard' selected. The top navigation bar includes 'MONITOR', 'MANAGE', and 'MEASURE' tabs. The user's name 'Richard Smith' is visible in the bottom left corner of the sidebar.

Driver Debrief Settings controls Organisation setup

Proceed with adding a supervisor or team.

Capture a Supervisor/Team name. This can be any preferred name.

Select what drivers you want to assign to the supervisor/team. A list of driver names will display that the user is permitted to see.

Click Save to assign the drivers or Cancel to return to the main window.

The screenshot shows the POWERFLEET 'Driver debrief dashboard' with the 'Driver debrief settings' section active. A modal window titled 'Add Supervisor / Team' is open, allowing for the configuration of a new supervisor or team. The modal includes a text input for the name, a selection of drivers, and 'Save' and 'Cancel' buttons. The background settings show a coaching debrief interval of 'Weekly' starting on '2024/03/04'. The 'Supervisors / Teams' section is currently empty.

Name	Site	Supervisor / Team
<input checked="" type="checkbox"/> 2nd, Tristan	Mordor	
<input checked="" type="checkbox"/> BYOD, Adeola	Valyria	
<input type="checkbox"/> Dopler, Tristan	Mordor	
<input type="checkbox"/> Driver, Jono	Mordor	
<input type="checkbox"/>	Default	

Driver Debrief Settings controls Organisation setup

This pop-up will display when the driver is already assigned to a supervisor or team.

Displays the name of the driver that you are about to reassign.

The name of the supervisor/team that the driver is currently assigned to, and who they will be assigned to once confirmed.

Click Confirm to apply the changes or Cancel to return to the Edit window.

The screenshot shows the 'Driver Debrief Settings' page in the POWERFLEET system. The left sidebar contains a navigation menu with 'Driver Debrief dashboard' selected. The main content area shows 'Coaching debrief interval' settings (Frequency: Weekly, Start date: 2023/10/01) and a list of 'Supervisors / Teams' including Helderberg, Karvyderskraal, Portable devices, Western Cape General, and Z - Redundant. A 'Reassign drivers' pop-up window is overlaid, displaying a table of drivers and their current assignments. The 'Confirm' button in the pop-up is highlighted with a red box.

Driver	Reassign to
Johnson, Andrew	Helderberg Western-Cape-General
Williams, John	Helderberg Western-Cape-General

Driver Debrief Settings controls Organisation setup

Returning to the main window recaps details of the supervisor/team that was added.

The name of the supervisor/team that was added.

The total drivers that were assigned.

In the menu, click Edit to amend the supervisor/team details (slide 12).

The screenshot shows the 'Driver Debrief Settings' page in the POWERFLEET system. The left sidebar contains a navigation menu with 'Driver Debrief dashboard' highlighted. The main content area includes a 'Coaching debrief interval' section with a 'Frequency' dropdown set to 'Weekly' and a 'Start date' of '2024/04/02'. Below this is a table titled 'Supervisors / Teams' with one entry: 'Team A' with '2' assigned drivers. An 'Edit' button is visible next to the entry. Callouts from the text boxes on the left point to the 'Team A' text, the '2' in the 'Assigned drivers' column, and the 'Edit' button. A 'Save' button is highlighted in the top right corner, with a callout box stating: 'Click Close to proceed to the first dashboard, i.e., Debrief completion overview dashboard.' The 'Close' button is also highlighted.

Driver Debrief Settings controls Organisation setup

Selecting “Edit” menu option lets users edit the description and re-assign/unassign drivers.

The screen heading is now “Edit Supervisor / Team”.

You can edit the Supervisor/Team name.

You can unassign/reassign drivers by deselecting/selecting driver names.

Click Save to apply the updates or Cancel to return to the main window.

The screenshot shows the POWERFLEET interface with the 'Edit Supervisor / Team' dialog box open. The dialog box has a title bar 'Edit Supervisor / Team' and a close button. It contains a text input field for 'Supervisor / Team name' with the value 'Team A'. Below this is a section for 'Drivers (2 selected)' with the instruction 'Select the drivers you want to assign to your supervisor or team.' This section contains a table with columns for Name, Site, and Supervisor / Team. The table has the following data:

Name	Site	Supervisor / Team
<input checked="" type="checkbox"/> 2nd, Tristan	Mordor	Team A
<input type="checkbox"/> Dopler, Tristan	Mordor	
<input type="checkbox"/> Driver, Jono	Mordor	
<input type="checkbox"/> Driver2, Adeola	Default Site	
<input type="checkbox"/> Exempt, Adeola	Mordor	
<input type="checkbox"/> Exempt, Adeola1	Mordor	
<input type="checkbox"/> Generic, Driver	Default Site	
<input type="checkbox"/> Generic2, driver	Default Site	

At the bottom of the dialog box, there are 'Cancel' and 'Save' buttons. The 'Save' button is highlighted in green. The background shows the 'Driver debrief settings' page with a sidebar menu on the left containing options like 'Home', 'Organisation admin', 'Hours of service', 'Fleet health', 'Visibility', 'Fleet operations', 'Fuel & energy', 'People performance', 'Driver debrief dashboard', 'Driver Identification dashboard', 'Driver performance dashboard', 'Driver scoring reports', 'Scoring settings', 'Video', 'Reporting', 'In-warehouse', 'Cold chain', 'Notifications', and 'Richard Smith'.

Driver Coaching Dashboards

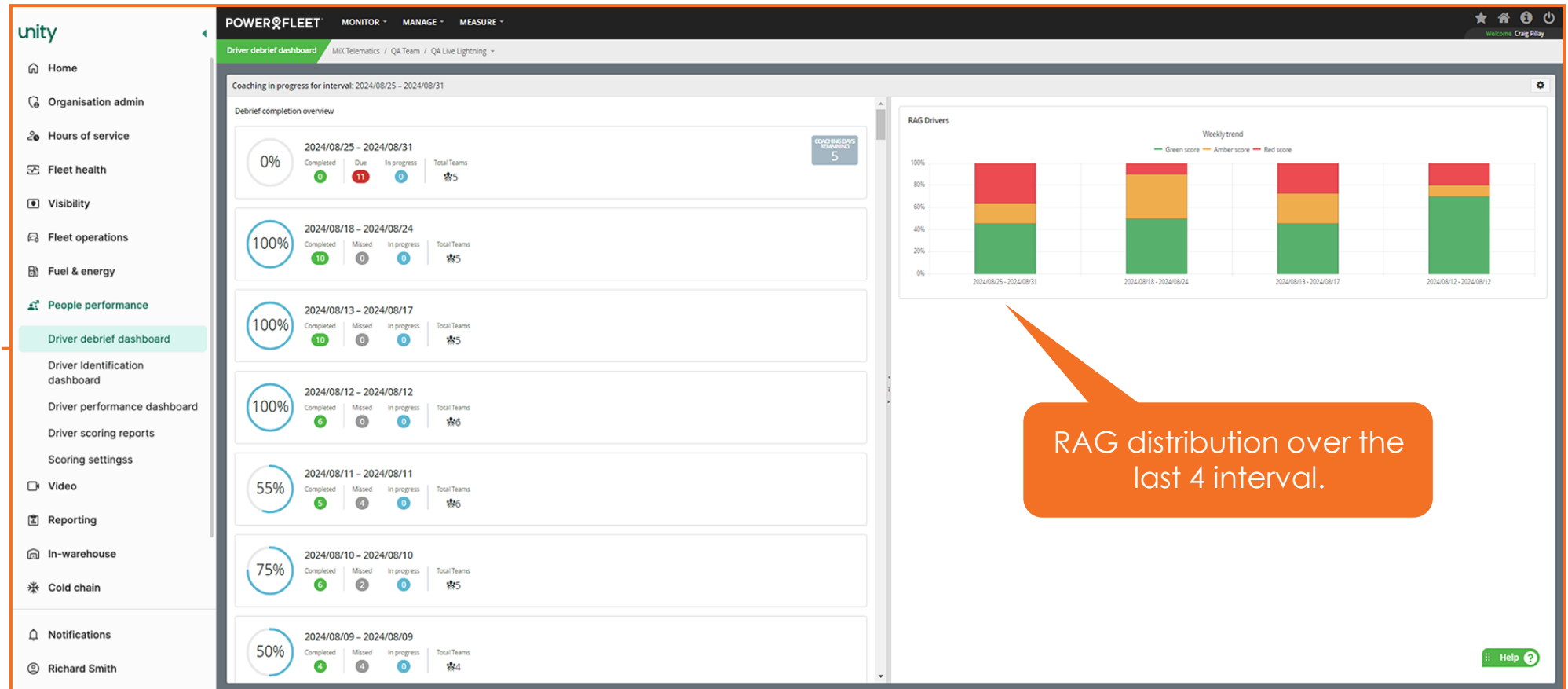


Debrief Completion Overview

This page provides a snapshot of the coaching progress at an **organizational level** to allow for quick decision making and action.

Screen Feature Overview

Key insights include completion progress, coaching due/missed, sessions that are in progress and total teams during the interval.



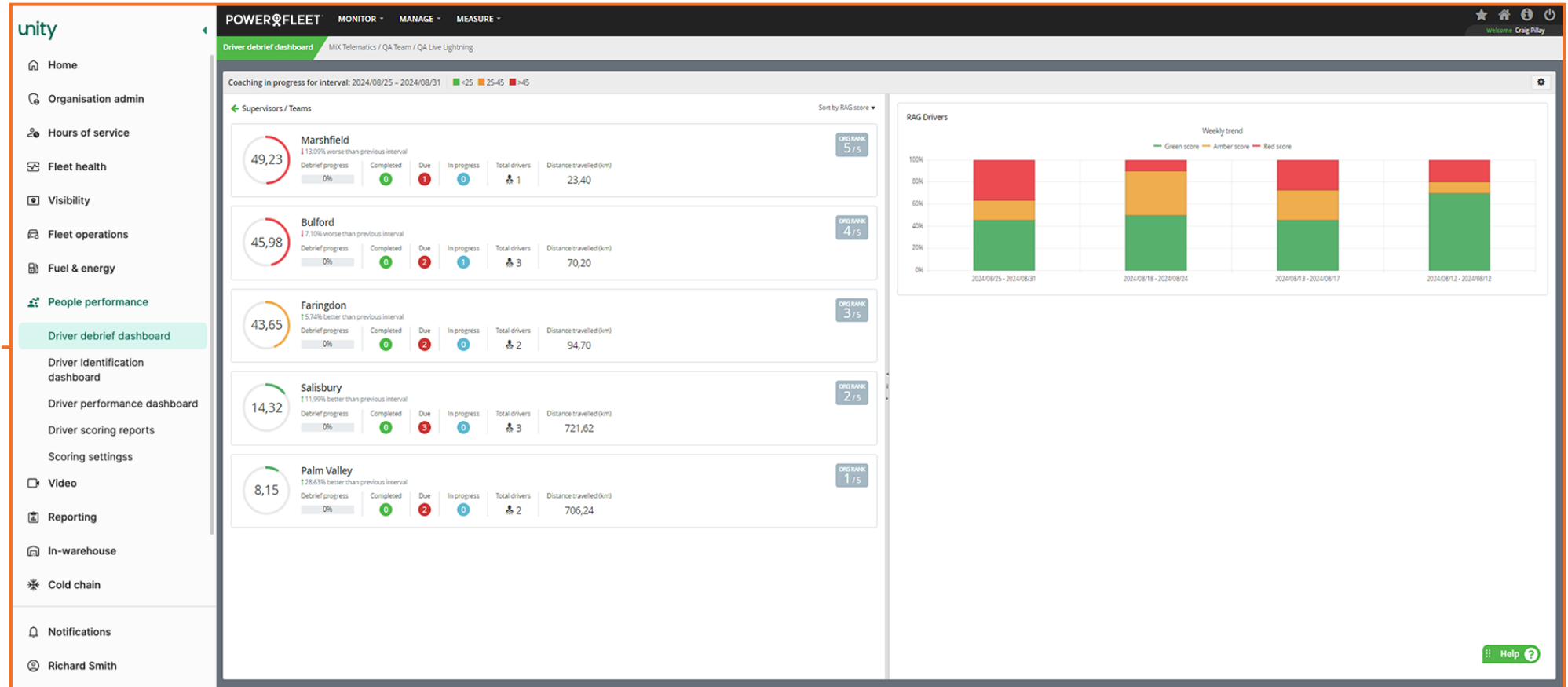
RAG distribution over the last 4 interval.

Supervisors/Teams Page

This page displays the coaching progress at a **supervisor/team level** to track how supervisors are performing with their coaching sessions.

Screen Feature Overview

Similar insights displayed on the Debrief overview page, in addition to RAG score and total distance travelled for all drivers assigned to a supervisor/team during the interval.

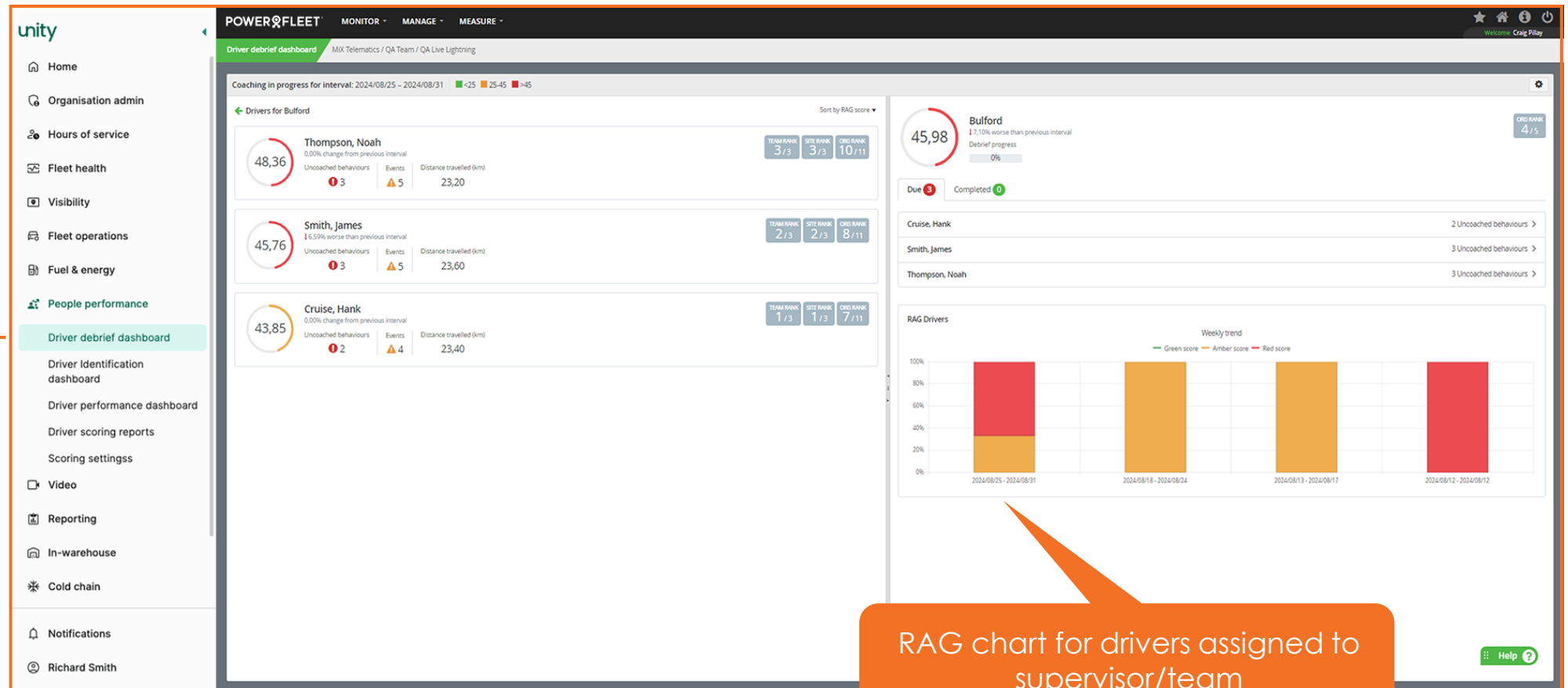


Drivers for a Supervisor/Team

This page displays the coaching progress at a **driver level** to help track the completion progress for each driver.

Screen Feature Overview

Key insights include the total uncoached behaviours for each driver, events triggered, sessions due and completed for the interval.



Drivers for a Supervisor/Team

The Debrief history tab displays a list of past coaching sessions to track what sessions the supervisor completed or missed.

Screen Feature Overview

Key insights include debrief completion date, behaviours that were coached/missed, and the last driver commitment captured.

The screenshot displays the POWERFLEET interface for a supervisor. The left sidebar shows navigation options like Home, Organisation admin, Hours of service, Fleet health, Visibility, Fleet operations, Fuel & energy, and People performance. The main content area is titled 'Driver debrief dashboard' and shows 'Coaching in progress for interval: 2024/08/25 - 2024/08/31'. It lists three drivers for Bulford: Thompson, Noah (48,36), Smith, James (45,76), and Cruise, Hank (43,85). Each driver's card shows their score, change from the previous interval, uncoached behaviours, events, and distance travelled. The right panel provides a detailed view for Smith, James, including his score (45,76), last driver commitment (2024/08/27 3:31:39 PM), uncoached behaviours (2), and a list of coaching events such as Road Speed Overspeeding, Harsh braking, and Over speeding. At the bottom, there is a 'Driver commitment' section and a 'Coaching done' log with dates and times.

Starting a **coaching** session



Starting Driver Debrief

This page allows you to coach each behaviour and to view supporting insights related to events that will assist with the feedback process.

Screen Feature Overview

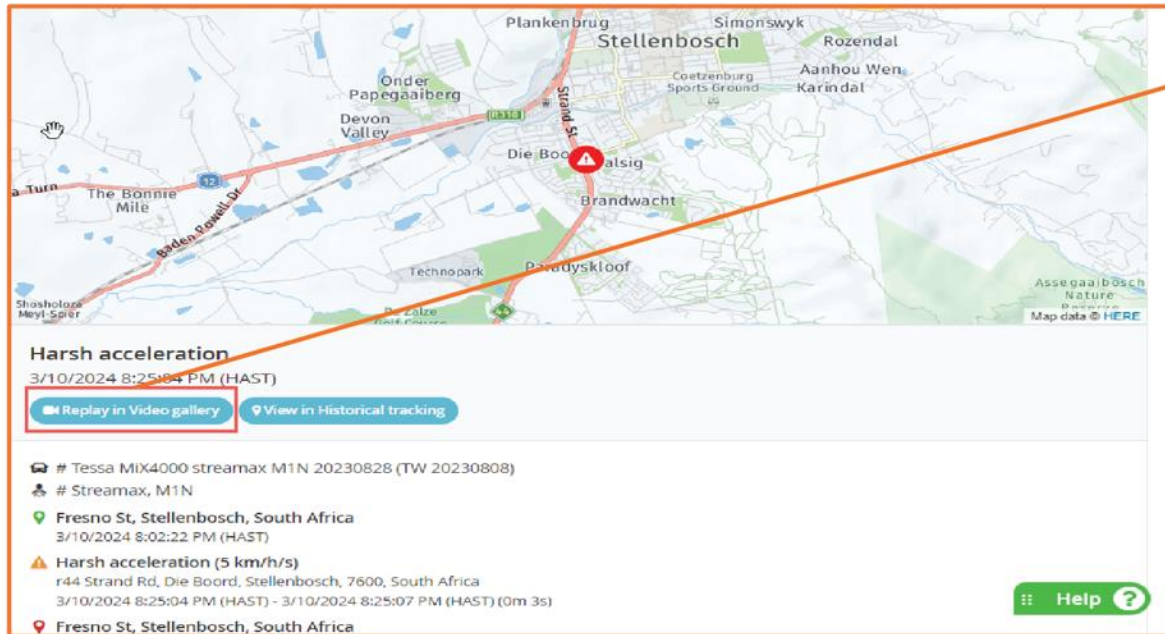
Key features include viewing event insights e.g location, replay videos, viewing trips in historical tracking and marking behaviours as coached.

The screenshot displays the 'Driver debrief dashboard' for James Smith. The main content area shows coaching progress for the interval 2024/08/25 - 2024/08/31, with a score of 45,76 (16.59% worse than previous interval). It lists uncoached behaviours: Road Speed Overspeeding (3 events, 17.35% worse), Harsh Braking (1 event, 11.93% better), and Over Speeding (1 event). A 'Mark as coached' button is highlighted for the Harsh Braking event. A map shows the location of the event near Jamesstown. The sidebar includes navigation options like Home, Organisation admin, Hours of service, Fleet health, Visibility, Fleet operations, Fuel & energy, People performance, Driver debrief dashboard, Driver identification dashboard, Driver performance dashboard, Driver scoring reports, Scoring settings, Video, Reporting, In-warehouse, Cold chain, Notifications, and Richard Smith.

Click to mark as coached

Coaching: Replay Videos

You can view videos linked to events by clicking the “Replay in video gallery” button.



Screen Feature Overview

1. The “Replay in Video gallery” button displays when videos are available for an event ,and for users who have permission to view videos.
2. A video player modal will open where you can see all the videos linked to the event. The same Video gallery features will be available.
3. Click the “Close” button or “x” feature to close the window. This will return you to the coaching window.

Coaching: View Historical Tracking

The image shows a split-screen view of the PowerFleet coaching interface. On the left, a map displays a route with a red circle highlighting a 'Harsh acceleration' event. Below the map, a list of events is shown, with one event selected and a 'View in Historical tracking' button highlighted. On the right, the 'Historical tracking' page is open, showing a table of events with columns for Start time, End time, and Event. The table lists several harsh acceleration events with their respective start and end times and durations.

Start time	End time	Event
2024/02/26 3:56:52 AM (HAST)	2024/02/26 3:56:55 AM (HAST)	Harsh acceleration
2024/02/26 3:56:40 AM (HAST)	2024/02/26 3:56:43 AM (HAST)	Harsh acceleration
2024/02/26 3:56:56 AM (HAST)	2024/02/26 3:56:57 AM (HAST)	Harsh acceleration
2024/02/26 3:56:59 AM (HAST)	2024/02/26 3:57:00 AM (HAST)	Harsh acceleration
2024/02/26 3:57:14 AM (HAST)	2024/02/26 3:57:15 AM (HAST)	Harsh acceleration
2024/02/26 3:57:23 AM (HAST)	2024/02/26 3:57:26 AM (HAST)	Harsh acceleration

Screen Feature Overview

1. The "View in Historical tracking" button displays for users who have permission to this feature currently. This will display the route the driver travelled.
2. This will open the Historical tracking page in a new tab. The current screen functionality will be re-used as-is.
3. Note, the coaching module will still be open in another window. You will have to click on this tab to return to the coaching window.

Coaching: Complete session

Once the necessary discussions took place, feedback must be captured to complete the coaching session for the interval.

Screen Feature Overview

Key features include capturing feedback on the driver's demeanor during the session, their commitment to improve and supervisor notes.

The screenshot displays the PowerFleet interface for a driver debrief session. The main dashboard shows coaching progress for James Smith, with a score of 45,76. A list of uncoached behaviors includes Road Speed Overspeeding (3 events), Harsh Braking (1 event), and Over Speeding (1 event). A 'Driver debrief feedback' modal is open, prompting the user to rate the driver's performance, provide driver commitment notes, and add supervisor comments. The 'Submit' button is highlighted in the modal.

Click Submit to save the feedback and to complete the session.

Coaching Insights Updated

When a session is completed the driver's name displays in the **Completed tab** and a detailed view of the coaching session displays in **Debrief history**.

