

Powerfleet® Enterprise with Vision Pro: Online Self-Serve Training Recommendations

Introduction

Welcome to Powerfleet® Enterprise with Vision Pro – Online Self-Serve Training! This document identifies useful guides and videos found in Online Help and courses available in our eLearning portal. The last section details our available webinar training courses and the links to register.

Software (Vision Pro) Access	2
Online Self-Serve Training Tools	4
Online Help Access	4
Access:.....	4
Suggested videos/documents to review:.....	4
Microlearning Videos:	6
Powerfleet University (eLearning Portal)	7
Highlighted Courses:	8
Powerfleet Enterprise: Vision Pro Software Training Webinars	9
Essentials A*:	10
Essentials B*:	11

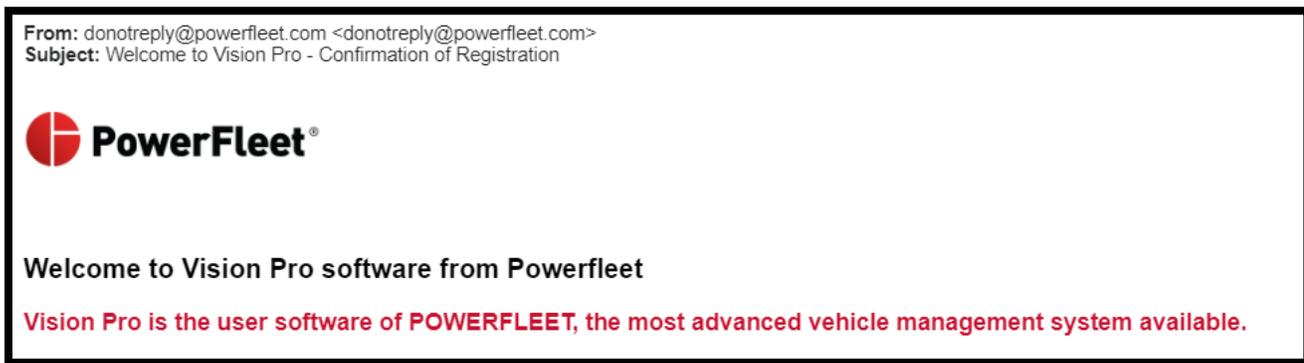
Software (Vision Pro) Access

Supply Program Manager with (2-3 people) key software usernames and email addresses. He will set up their Vision Pro access. These people will be granted access to add additional Vision Pro software users.

Vision Pro URL: <https://apps.id-systems.com>

Each user will receive an automatic email from donotreply@Powerfleet.com. It is suggested you add donotreply@Powerfleet.com to your contacts to avoid the message being directed to SPAM or Junk folders.

If you did not receive the email, please check your junk or spam folder. Let your Implementations Specialist know if you still have not received the email. A sample email is pictured below:



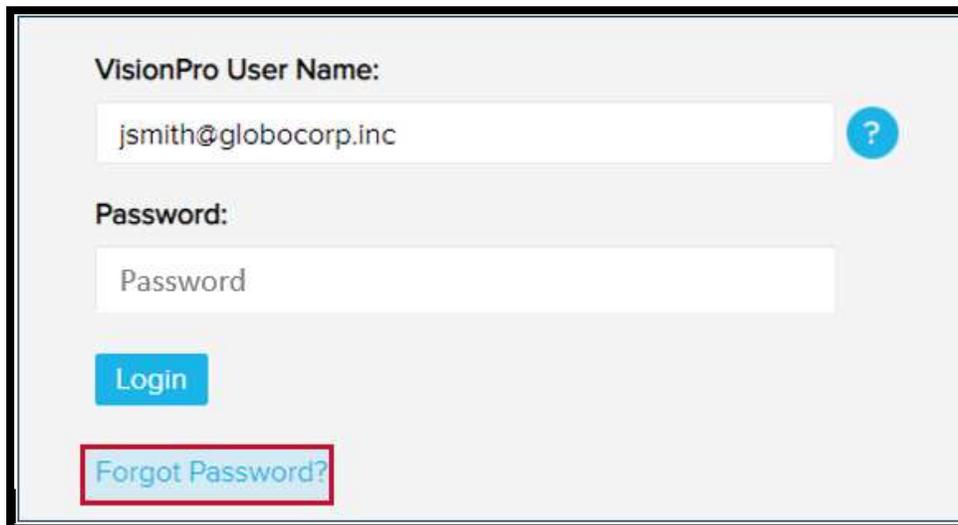
Once a Vision Pro username is created (username = email address), a user can always click the "Forgot Password" to change the password.

- In the **VisionPro User Name** field, enter your **User Name** and click the **Next** button.



A screenshot of a web form for creating a VisionPro user. The form has a light gray background. At the top, it says "VisionPro User Name:". Below this is a text input field containing the email address "jsmith@globocorp.inc". To the right of the input field is a blue circular icon with a white question mark. Below the input field is a blue button with the text "Next".

- Click the **Forgot Password?** link.



A screenshot of a web form for logging into VisionPro. The form has a light gray background. At the top, it says "VisionPro User Name:". Below this is a text input field containing the email address "jsmith@globocorp.inc". To the right of the input field is a blue circular icon with a white question mark. Below the input field is a "Password:" label followed by a text input field containing the placeholder text "Password". Below the password field is a blue button with the text "Login". At the bottom of the form is a blue link with the text "Forgot Password?".

Online Self-Serve Training Tools

Powerfleet offers two tools for self-serve training. Both are accessible via Vision Pro.



1. Click the “?” for access to our Online Help, where you can find topical articles, user guides, and microlearning videos – short instructional videos.
2. Click the Graduation Cap for access to Powerfleet University, our eLearning portal. This portal houses course training based on the type of Enterprise user selected: Installer, Mechanic, Software user or a combination of roles.

Online Help Access

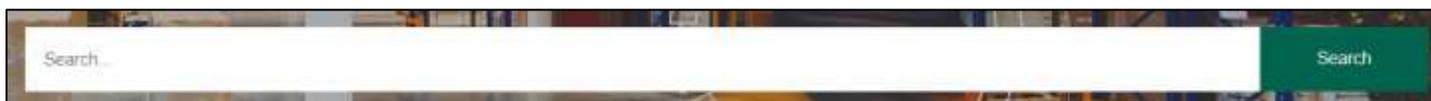
Access:

Anyone who has access to Vision Pro, can automatically enter the Training Portal via the Vision Pro Software's Help “?” feature of the software. **Click on the Question mark in the blue circle.**



Suggested videos/documents to review:

Most of the names in the bullet point lists below can be found in the “User Guide” section located at the top toolbar. Or you can copy the name straight into the Online Help's Search function.



Hardware Guides:

- Cellular WAM Installation Guide (if applicable)
- VAC4 Hardware User Guide
 - User's manual for VAC4, and other peripheral VMS devices, including hardware overview and typical installation instructions; how to configure the VAC for operation; how to configure the VAC for use on a Wi-Fi network; how to synchronize the VAC wirelessly or using the VAC Jack; user instructions for standard, master, and maintenance VAC operators; how to interpret and troubleshoot VAC error codes; and how to upgrade VAC firmware.

Vision Pro Software Guides/Videos:

Vision Pro Help Guide (printable)

- Printable version of Vision Pro Help. This document combines all the Help articles that are integrated into the Vision Pro user interface via the Help icon.

Vision Pro Login Quick Reference Guide

- Quick Reference Guide (QRG) that provides instruction and describes issues related to a Vision Pro user's login and password.

Vision Pro Login – Tip Sheet

- Basic troubleshooting tips for users having login issues.

Vision Pro - People User Guide

- This guide supplies instruction on how to manually add, update, and delete Vision Pro People.

Vision Pro - People Import/Export Tool QRG

- This quick reference guide provides instructions on how to batch add and update People (i.e., Software Users and Operators).

Vision Pro - Vehicles User Guide

- This guide supplies instruction on how to add, update, and delete vehicles found under the Vision Pro Assets section.

Vision Pro - Checklists User Guide

- This guide supplies instruction on how to add, update, and delete checklists found under the Vision Pro Assets section.

Vision Pro - Behavior Profiles User Guide

- This guide supplies instruction on how to view, add, edit, and manage vehicle behavior profiles in the Vision Pro/Assets module.

Vision Pro Reporting Video and supporting Overview Guide

- Watch a 40-minute hosted webinar training provides an overview of the VMS Vision Pro Reporting module.
 - Topics include: Navigation - Running Reports - Configuring Reports - Scheduling Reports.

Vision Pro Visibility Video and supporting Overview Guide

- Webinar training overview of the Vision Pro Visibility (map) module.
- Training overview guide of the Vision Pro Visibility module. Topics include Navigating Map Screens, Creating Zones & Zone Profiles, Adding an Indoor Map, and Using the Map to Auto-Add & Edit Access Points.

Before You Go Live | Vision Pro System Settings

- This article will teach you how to access Vision Pro System Settings and provide requirements and recommendations on the settings you must configure before your system can go live.

Microlearning Videos:

Below is a list of short videos providing step-by-step procedures on the People, Vehicles, Behavior Profiles, and Checklist modules of the Vision Pro application along with Reporting capabilities. These videos can be found in the "How To Videos" link at the top toolbar. **Reminder: Please make sure to Save your edits prior to moving between videos.**

[Home](#)[How To Videos](#)[User Guides](#)**Video Organization****People**

1. Adding People Overview
2. Entering a Person's General Information
3. Entering a Person's Operator Credentials
4. Entering a Person's Group Assignments
5. Entering a Person's Software Access
6. Entering a Person's Subscriptions
7. Saving a New Person
8. Duplicating an Existing Person
9. Editing a Person's Information

Import/Export Tool

1. Import/Export Tool Overview
2. Creating a Data File using the Import/Export Tool

Vehicles

1. Editing a Single Vehicle
2. Editing Multiple Vehicles

Checklists

1. Creating/Duplicating a Checklist
2. Editing a Checklist
3. Checklist Common Issues

Behavior Profiles

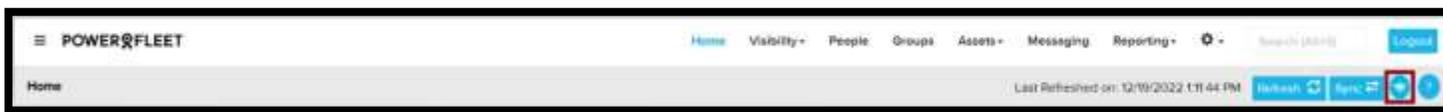
1. Behavior Profiles Overview
2. Viewing Behavior Profiles
3. Adding a New Behavior Profile
4. Adding New Behaviors to a Behavior Profile
5. Adding the Checklist Critical Response to Questions Behavior to a New Behavior Profile
6. Adding the Checklist Non-compliance Behavior to a New Behavior Profile
7. Adding the Grace Period Timers Behavior to a New Behavior Profile
8. Adding the Impact Behavior to a New Behavior Profile
9. Adding the Message Alerts Behavior to a New Behavior Profile
10. Adding the Multi-Vehicle Access Violation Behavior to a New Behavior Profile
11. Adding the Engine Shutdown Behavior to a New Behavior Profile
12. Adding the Safety Inspection Checklist Behavior to a New Behavior Profile
13. Saving and Deleting a Behavior Profile

Reporting

1. Viewing and Running Reports
2. Scheduling Report Descriptions
3. Exporting Reports
4. Customizing Reports

Powerfleet University (eLearning Portal)

Access Powerfleet University by clicking the Graduation Cap icon in Vision Pro.



The first time you access the portal, complete the one-time registration form. Sample selections below.

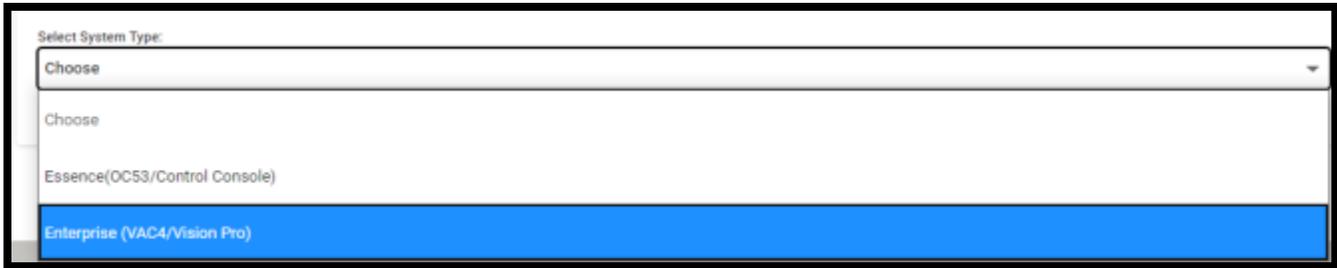
A screenshot of the registration form. The form is titled 'Basic Info' and contains two input fields for 'First Name' and 'Last Name'. Below this is a section titled 'Custom User Data' with a message: 'Please complete your profile to continue.' This section contains a list of instructions: 'User Type - Select the User Type that best describes your role', 'Program Manager - select the appropriate program manager from the list', 'Are you a dealer tech? Select Yes if you work for a forklift dealer', and 'System Type: Enterprise (VAC4/Vision Pro) or Essence (OC53/Control Console)'. Below the instructions are several dropdown menus: 'User Type' (selected 'Choose'), 'Program Manager' (selected 'Choose'), 'Are you a Dealer Tech?' (selected 'Choose'), and 'Select System Type' (selected 'Choose'). A 'Promo Code (if one was provided):' field is also present. A green 'Save' button is located at the bottom right of the form.

Select the user type that best represents your role with the Powerfleet Enterprise system.



The screenshot shows a dropdown menu titled "User Type:" with a red asterisk. The menu is open, showing a list of options. The first option is "Choose". Below it is another "Choose" option. The third option, "Maintenance/Installer and Vision Pro Software", is highlighted in blue. Below that are "Maintenance Operator", "Installer and Maintenance Operator", and "Vision Pro Software User".

Select the Enterprise system.



The screenshot shows a dropdown menu titled "Select System Type:". The menu is open, showing a list of options. The first option is "Choose". Below it is another "Choose" option. The third option, "Enterprise (VAC4/Vision Pro)", is highlighted in blue. Above it is "Essence(OC53/Control Console)".

Once you click Save, you will be directed to a list of available courses. Please visit often to review new content.

If you have any trouble registering, please contact Powerfleet Support: support@Powerfleet.com, 201.690.7011.

Highlighted Courses:

VAC Operator Train-the-Trainer Training courses:

- VAC4 Standard Operator Training
- VAC4 Master Operator (Supervisors) Training
- VAC4 Maintenance Operator Training

Powerfleet® Installation Certification Training – required for all installers

- 3 courses – *Installation; Wi-Fi Configuration; Optional Sensors and Sensor Hub connections.*
 - The series provides a basic understanding of the Powerfleet system, help identify the basic components of the system, and the necessary guides required for a successful installation of the Powerfleet hardware.

Powerfleet® Enterprise - Implementation Kickoff Webinar (Optional if project kickoff meeting attended)

- This course supplies a video detailing the Powerfleet® Enterprise Implementation steps.

Vision Pro Software Courses (Optional if live webinars attended):

- **Powerfleet® Enterprise Vision Pro Training: Site Setup - People, Vehicles, Impacts & Checklists**
 - This course contains a previously recorded Vision Pro Training webinar regarding the components of Access Control: People, Vehicles, and Groups; Software User setup; Impact management and Checklist administration.

- **Powerfleet® Enterprise Vision Pro Training: Administrative - Reports, Subscriptions and More**
 - This course contains a previously recorded Vision Pro Training webinar, which reviews in-depth coverage of reports, email/text subscriptions, messaging, system settings, and planned maintenance.

Powerfleet Enterprise: Vision Pro Software Training Webinars

Live Vision Pro training is held weekly with two alternating courses. These sessions are group webinars lasting 1.15 hours each. Click the links below to register for the webinars. Once directed to the registration screen, you can select the desired session. There are no prerequisites to attend either session.

Essentials A: Site Setup: People, Vehicles, Impacts & Checklists	Essentials B: Administrative: Reports, Subscriptions and More
<ol style="list-style-type: none"> 1. Summarized Access Control <ol style="list-style-type: none"> a. Add/Edit/Delete and Operator b. Software Access c. Groups 2. Summarized Vehicle Management <ol style="list-style-type: none"> a. Add/Edit a Vehicle 3. Summarized Impact Management <ol style="list-style-type: none"> a. Impact Settings (Sliders) 4. Checklist Administration <ol style="list-style-type: none"> a. Behavior Profiles b. Checklists 5. Introduction to Online Help 	<ol style="list-style-type: none"> 1. Home Screen <ol style="list-style-type: none"> a. Overview 2. Assets <ol style="list-style-type: none"> a. Access Points b. Planned Maintenance 3. System Settings <ol style="list-style-type: none"> a. Checklists, Operators, Shifts, Vehicles 4. Messaging 5. Reporting <ol style="list-style-type: none"> a. Running, Customizing, Scheduling

Essentials A*:

Please register for **Powerfleet Enterprise: Vision Pro Training - Site Setup: People, Vehicles, Impacts, and Checklists** at: <https://attendee.gotowebinar.com/rt/4768674700256921357>

Powerfleet invites you to a complimentary Vision Pro Training: Site Setup - People, Vehicles, Impacts, and Checklists webinar. During this webinar, our trainer will review the components of Access Control: People, Vehicles, and Groups; Software User setup; Impact management and Checklist administration. The trainer will also respond to interactive questions from participants. There is no course prerequisite to attend this webinar.

After registering, you will receive a confirmation email containing information about joining the webinar.

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Day	Date	Start Time
Tue	1/10/2023	2:30-4pm EST
Thur	2/16/2023	2:30-4pm EST
Tue	3/14/2023	2:30-4pm EST

*Dates and time are subject to change. Please click the registration link for the most current availability.



Essentials B*:

Please register for **Powerfleet Enterprise: Vision Pro Training - Administrative: Reports, Subscriptions and More** at:

<https://attendee.gotowebinar.com/rt/2975344839079081997>

Powerfleet invites you to a complimentary Vision Pro Training: Administrative - Reports, Subscriptions and More webinar. During this webinar, our trainer will review in-depth coverage of reports, email/text subscriptions, messaging, system settings, and planned maintenance. The trainer will also respond to interactive questions from participants. There is no course prerequisite to attend this webinar.

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