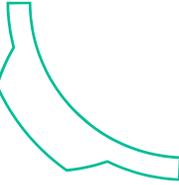


Driver Coaching Guide



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

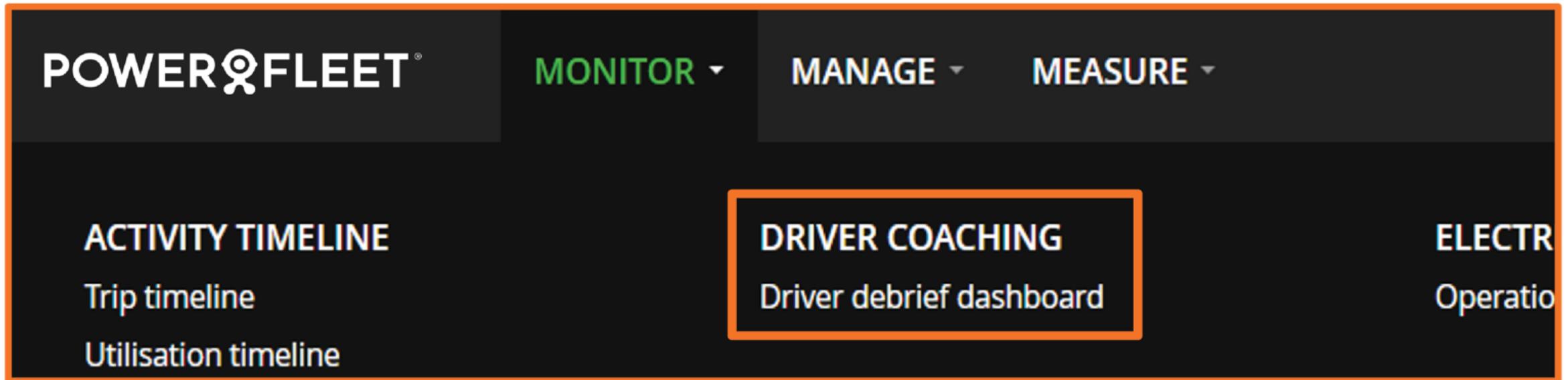


Complete driver debrief session

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'. 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

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

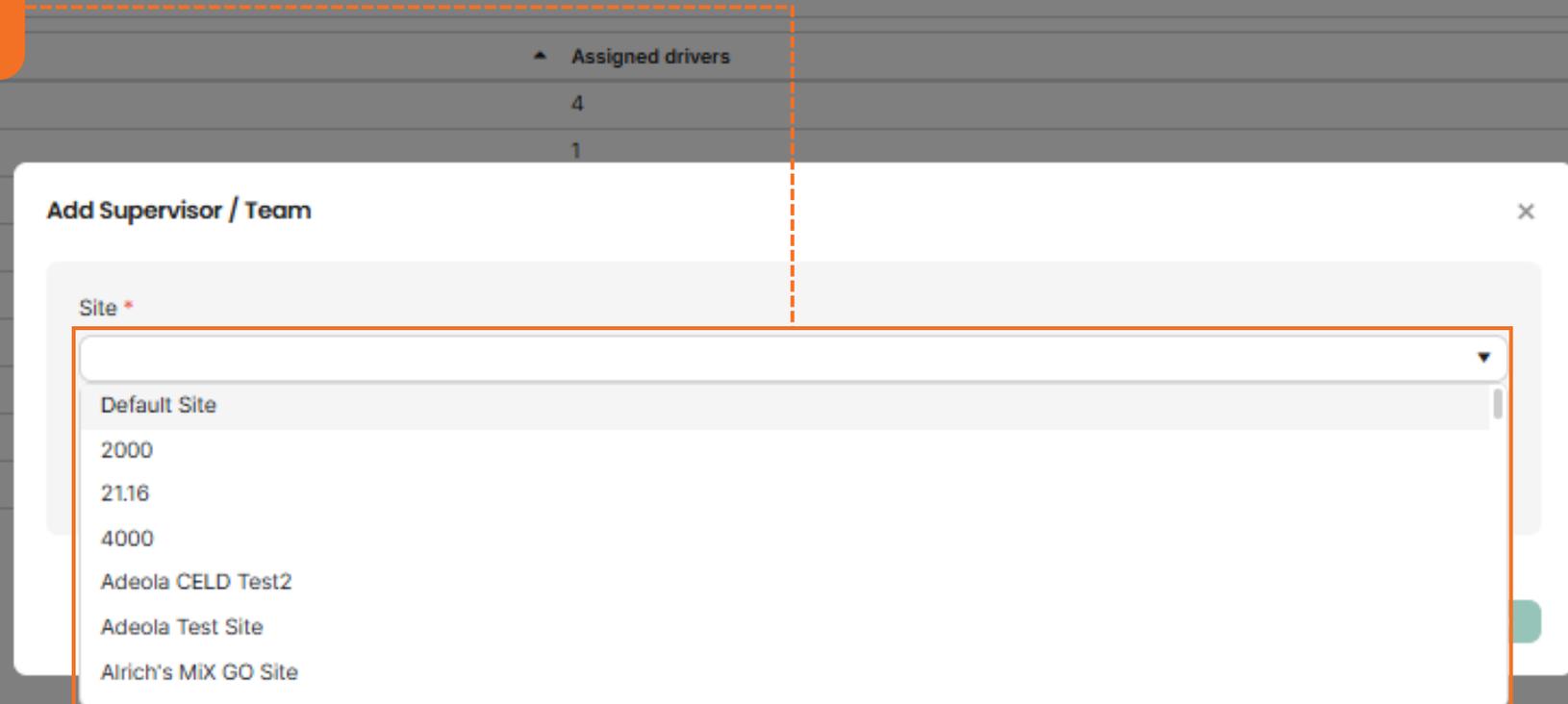
Once the user selects the plus button this window will display.

The screenshot shows the 'Driver debrief settings' interface. At the top right, there are 'Close' and 'Save' buttons. The main content area includes a 'Coaching debrief interval' section with a 'Frequency' dropdown set to 'Weekly' and a 'Start date' field set to '2023/11/15'. Below this is a 'Supervisors / Teams' section with a 'Filter' button and a list of 10 items. A modal window titled 'Add Supervisor / Team' is open in the foreground, featuring a 'Site *' dropdown menu, a 'Supervisor / Team name *' text input field, and 'Cancel' and 'Save' buttons at the bottom. A green plus button is highlighted in the background, with a dashed orange line connecting it to the modal window. The number '5' is visible at the bottom center of the page.

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 a site from the dropdown



The screenshot shows a modal dialog titled "Add Supervisor / Team" with a close button (X) in the top right corner. Inside the dialog, there is a "Site *" dropdown menu. The dropdown is open, showing a list of site options: "Default Site", "2000", "21.16", "4000", "Adeola CELD Test2", "Adeola Test Site", and "Alrich's MiX GO Site". A dashed orange line connects the text "Select a site from the dropdown" to the dropdown menu. In the background, a table is partially visible with the header "Assigned drivers" and two rows of data: "4" and "1".

Assigned drivers
4
1

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.

Add Supervisor / Team

Site *

Default Site

Supervisor / Team name *

Drivers (0 selected) *

Select the drivers you want to assign to your supervisor or team.

Filter

<input type="checkbox"/>	Name	Site	Supervisor / Team
<input type="checkbox"/>	18.6 Driver, 20.2	Default Site	Test 3
<input type="checkbox"/>	Added, via swagger	Default Site	Test 3
<input type="checkbox"/>	Auto created, driver 0004341100000011	Default Site	
<input type="checkbox"/>	Auto created, driver 28AA67410488	Default Site	
<input type="checkbox"/>	Auto created, driver 32522	Default Site	
<input type="checkbox"/>	Auto created, driver 600	Default Site	
<input type="checkbox"/>	Auto created, driver 7000	Default Site	
<input type="checkbox"/>	Automatically, created driver -29	Default Site	
<input type="checkbox"/>	Automatically, created driver -30	Default Site	
<input type="checkbox"/>	Automatically, created driver -31	Default Site	
<input type="checkbox"/>	Automatically, created driver -32527	Default Site	

Cancel Save

When a site is selected then the current window displays to capture the team/supervisor details. The rest stays the same.

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 a modal window titled 'Add Supervisor / Team'. The modal contains a text input field for 'Supervisor / Team name *' with 'Team A' entered. Below it is a section for 'Drivers (2 selected) *' with a table of driver names and checkboxes. The 'Save' button in the modal is highlighted with a red box. Dashed orange lines connect the text callouts to the corresponding fields in the interface.

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 settings for 'Coaching debrief interval' and a list of 'Supervisors / Teams'. A 'Reassign drivers' pop-up window is overlaid on the right, 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 blocks point to the 'Team A' name, the '2' in the 'Assigned drivers' column, the 'Edit' button, and the 'Save' button in the top right corner.

Supervisor / Team name	Assigned drivers
Team A	2

Click Close to proceed to the first dashboard, i.e., Debrief completion overview dashboard.

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 displays the POWERFLEET interface. The main heading is "Driver debrief dashboard" with sub-breadcrumbs "MIX Telematics / CSO-RSA / AdeolaTest Org". The "Driver debrief settings" section is active, showing "Coaching debrief interval" and "Frequency" (Weekly) with a "Start date" of 2024/03/15. A modal window titled "Edit Supervisor / Team" is open, containing a text input for "Supervisor / Team name" (Team A), a section for "Drivers (2 selected)" with a table of driver names and checkboxes, and "Cancel" and "Save" buttons at the bottom. The sidebar menu includes options like "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".

Filter	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	

Driver Coaching Dashboards

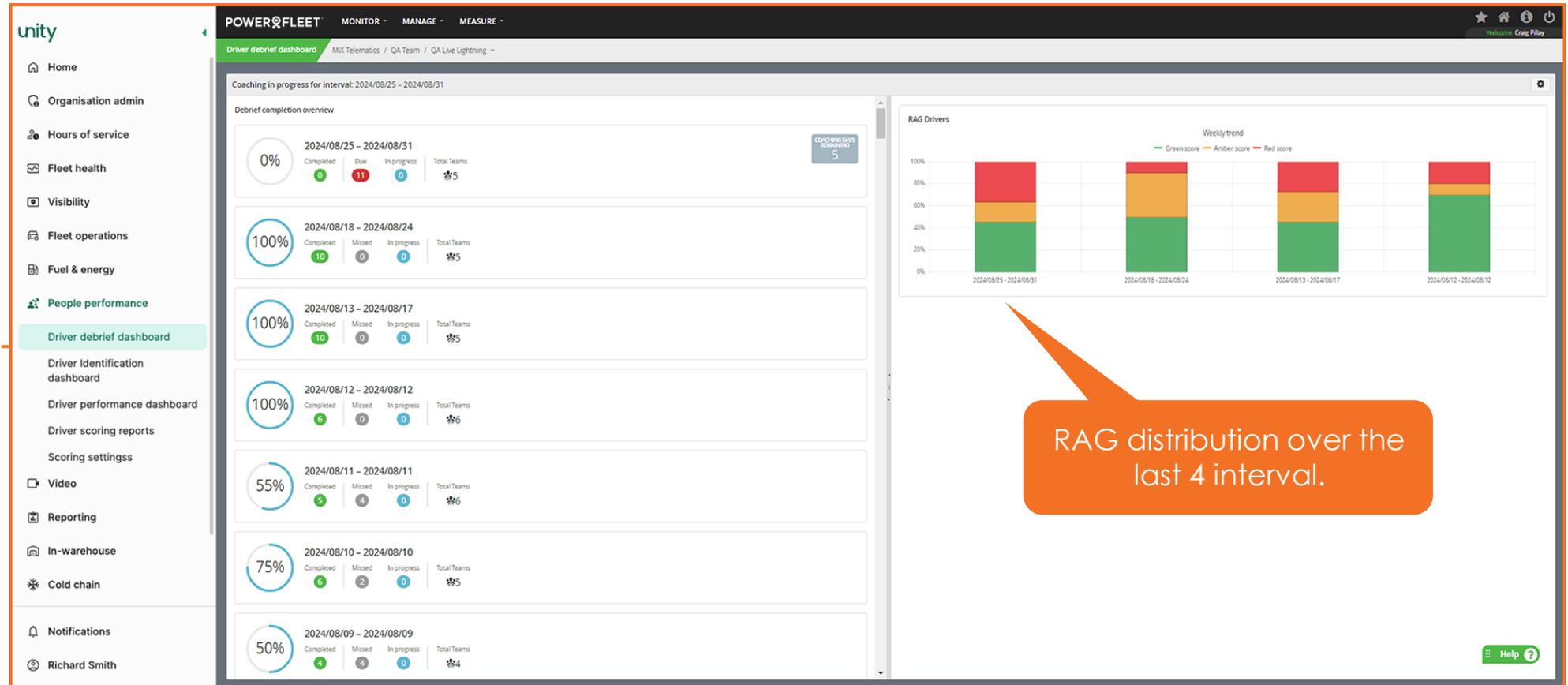


Debrief Completion Overview

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.

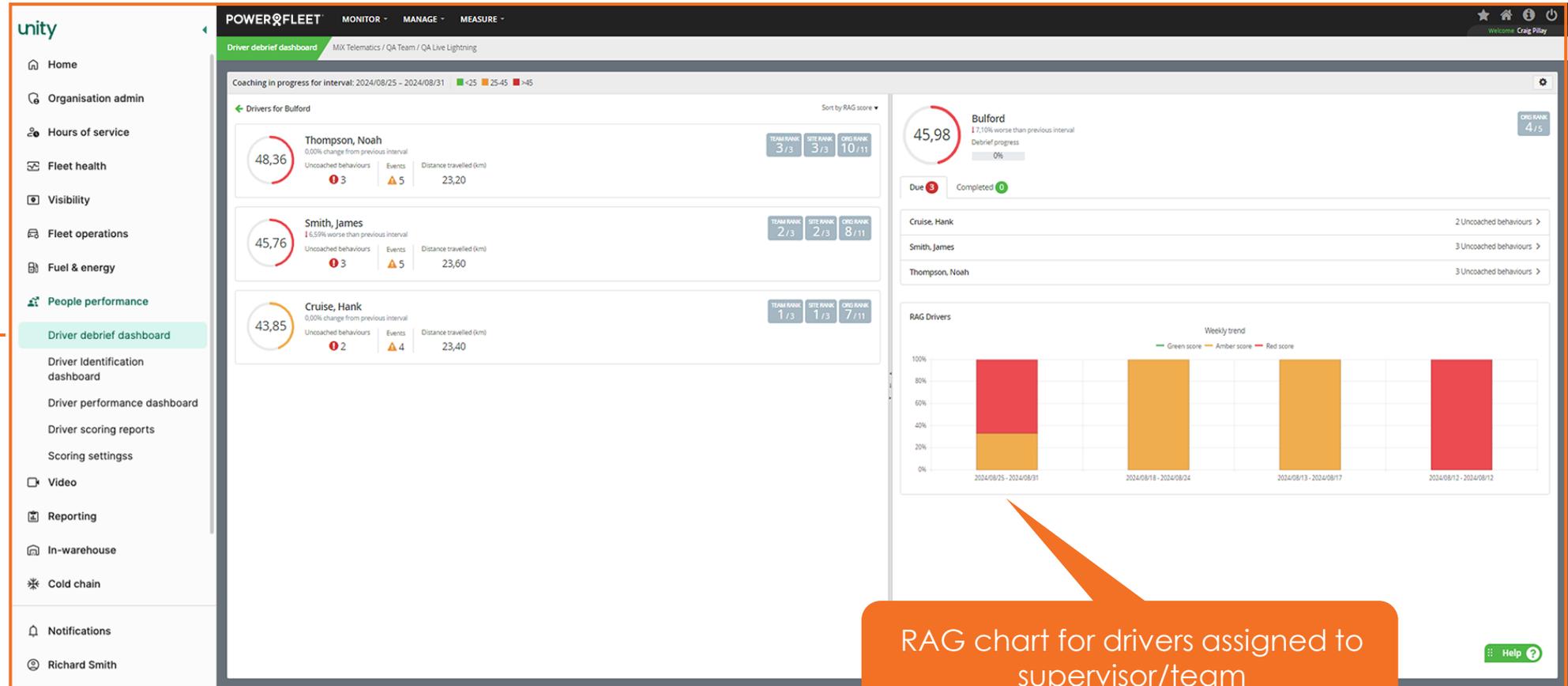


Drivers for a Supervisor/Team

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 named Craig Pilay. The main dashboard shows coaching in progress for the 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 includes their score, percentage change from the previous interval, uncoached behaviours, events, and distance travelled. A detailed view for Smith, James is shown on the right, featuring a 'Debrief history' tab with a list of coaching sessions, including 'Road Speed Overspeeding', 'Harsh braking', and 'Over speeding'. The interface also shows a 'Driver commitment' section and a 'Coaching done' log.

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.

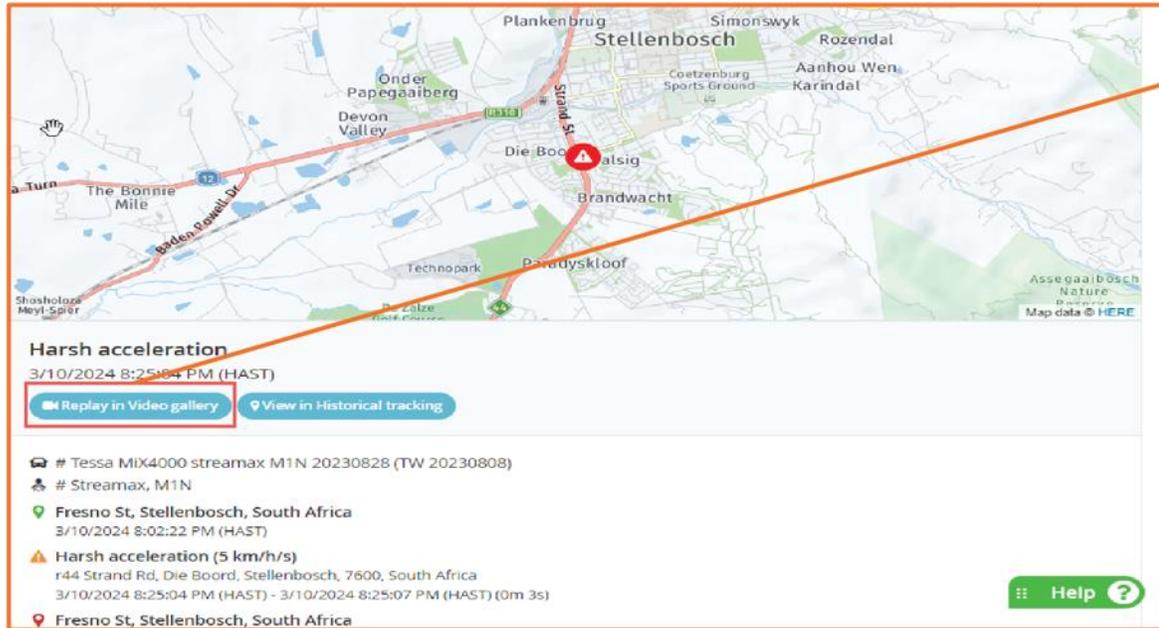
The screenshot displays the 'Driver debrief dashboard' for James Smith. The main section shows coaching progress for the interval 2024/08/25 - 2024/08/31, with a score of 45,76 (16.59% worse than previous interval). The dashboard lists uncoached behaviours:

- Road Speed Overspeeding: 3 Events, 17.35% worse than previous interval (4.2)
- Harsh Braking: 1 Event, 11.93% better than previous interval (2.54)
- Over Speeding: 1 Event (1.82)

A 'Mark as coached' button is highlighted for the Harsh Braking event. A map shows the location of the event near Jamesstown. A callout box points to the 'Mark as coached' button with the text '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 screenshot displays the Unity PowerFleet interface. On the left, a map shows the route of a vehicle in the Stellenbosch area. Below the map, a 'Harsh acceleration' section lists events, with a 'View in Historical tracking' button highlighted. The main interface shows a sidebar with navigation options like 'Home', 'Organisation Admin', 'Hours of service', 'Fleet health', 'Visibility', 'Fleet operations', 'Fuel & energy', and 'People performance'. The central panel displays 'Historical tracking' data for a specific asset, including a table of events and a detailed table of trips. The right panel shows a map of the route with a red line indicating the path.

Event	Registration	Asset description	Fleet number	Asset icon	Total distance (km)
TP	20230808	# Tessa M14000 streamax M1N 10230828	79Q1220808		23.84

Trip start	Trip end	Duration	Distance (km)	Max speed (km/h)	Trip type	Comment
2024/02/26 3:55:08 AM (HAST)	2024/02/26 4:44:10 AM (HAST)	0:49:02	23.84	119.00		

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 3:56:47 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

Start time	End time	Duration	Distance (km)	Max speed (km/h)
2024/02/26 3:58:16 AM (HAST)	2024/02/26 4:08:28 AM (HAST)	0:10:12	13.68	119
2024/02/26 4:09:08 AM (HAST)	2024/02/26 4:15:23 AM (HAST)	0:07:16	3.66	93
2024/02/26 4:16:44 AM (HAST)	2024/02/26 4:21:23 AM (HAST)	0:27:46	4.08	76

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 modal window titled 'Driver debrief feedback' is open, containing the following fields:

- How was the driver? (with three smiley face icons)
- Driver commitment for the period: Focus on reducing my speed.
- Supervisor comments: Track progress during next session.

The 'Submit' button is highlighted in green, indicating the final step to complete the session.

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**.

Bulford
45,98
↓ 7.10% worse than previous interval
Debrief progress: 33%

Due 2 | Completed 1

Completed

Smith, James | 2024/09/03 8:27:16 PM (CAT/SAST)

RAG Drivers

Weekly trend

- Green score
- Amber score
- Red score

Weekly Interval	Green score	Amber score	Red score
2024/08/25 - 2024/08/31	0%	30%	70%
2024/08/18 - 2024/08/24	0%	100%	0%
2024/08/13 - 2024/08/17	0%	100%	0%
2024/08/12 - 2024/08/12	0%	0%	100%

Help ?

Smith, James
45,76
↓ 6.59% worse than previous interval

TEAM RANK 2/3 | SITE RANK 2/3 | ORIG RANK 8/11

Last driver commitment (2024/09/03 8:27:16 PM (CAT/SAST))

😊 Focus on reducing my speed.

Uncoached behaviours 2 | Debrief history

History

2024/09/03 8:27:16 PM (CAT/SAST)

- Road Speed Overspeeding**
3 Events | ↓ 7.35% worse than previous interval | 42.2
- Harsh braking**
1 Event | ↑ 1.93% better than previous interval | 2.54
- Over speeding**
1 Event | ↑ 0.97% better than previous interval | 1.02

Driver commitment

😊 Focus on reducing my speed.

Supervisor comments

Track progress during next session.