

How to Create or Edit a Geozone



Article Summary: How to create or edit a Geozone

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Creating a Geozone is a function available to the users with Super Administrator and Administrator roles in your organization's Navistream web client.

A Geozone is a designated geographical area that a user creates and is saved to the organization's web portal. Once created, all users with access to fleet tracking can see the zone but only the admin users can create more or edit existing ones.

Geozones are important for tracking information in a particular area. Data is available on Driving Time, Driving Distance, Fuel Consumed*, Stopped Time, Idle Time* and Total Time.

*This data is only available for vehicles outfitted with ECM integrated systems.

To Create a Geozone:

- Log into a user account with either the Admin or Super Admin roles enabled.
- Click on Fleet Tracking on the top menu.
 - If unavailable to your role, click "Locations" under the Administration heading after clicking "Administration" on the top menu.
- Find the area on the map you'd like to create the Geozone in.
- Click on "+ New Geozone" in the top-center of your map area after loading is complete.



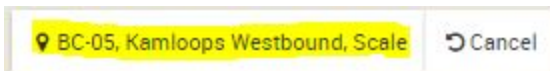
- Your mouse pointer will change to a "+" Crosshair when in this mode.
- Left-Click to place a point on the map.
- Continue placing points on the map to create a polygonal shape to outline your Geozone
 - You can move the map area by holding down the left mouse button and dragging the mouse while in this mode.
- After you've clicked back onto your original point, the Geozone will be completed and a pop-up menu will appear.

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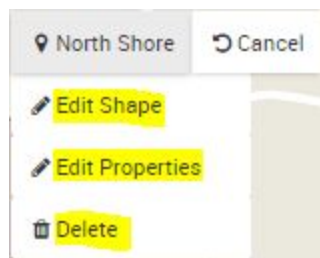
- Use this menu to give your Geozone a Name, Location Type, Display Color, Speed Limit and Grace Period.
 - Name - Name of Geozone
 - Location Type - Choose the most relevant choice from the list
 - Display Color - Cosmetic only
 - Speed Limit and Grace period - Designate a max speed limit for any vehicle in this Geozone. After going over this speed for a time greater than the Grace Period (seconds) a speed violation will be recorded.

To edit an already existing Geozone:

- Log into a user account with either the Admin or Super Admin roles enabled.
- Click on Fleet Tracking on the top menu.
 - If unavailable to your role, click “Locations” under the Administration heading after clicking “Administration” on the top menu.
- Find the Geozone on the map area and left click it.
- The name of the Geozone will appear with a map pointer in the top center of the map area.



- Hover your mouse over the name to bring up available options.
 - Click on Edit Shape to edit the shape of the Geozone
 - Click on Edit Properties to edit the Name, Type, Color, Speed Limit or Grace period properties.



Tracking of vehicle data is automatic once a Geozone is established. You can pull up data or reports on your created Geozones by clicking the Geozone Summary report on the reports menu. Reports on speed violations tracked by Geozones are available on the Speed Violations report also in the reports menu.