



XQ360 Dashboard Guide

This Dashboard guide has been created to guide you Step by Step through the set up and functionality of the XQ360 Dashboard. The XQ360 dashboard is extensive, and most features can be individually customized to suit the preferences of both you and your fleet.

We have also produced a Visual Dashboard Guide which guides you through the settings, click by click, and additionally the 'AI customer agent – Mille' found in the CI Concierge can provide detailed responses to your questions around dashboard functionality step by step.

We also have a training team of human agents who are also ready to assist you! If you need further assistance, we are only too happy to support you directly via the contact details below.

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Add a New User

The 'Manage Users' screen displays the current list of drivers and website users.

















You can search through your users as follows:

- Select the site and department, then click the 'Go' button
- This will display the 'active' users list.

Manage Users

Demo Customer1 All Site All Department Active Go

Search + Add Import Exp

Actions	Name	Username	Department	Facility Code	Card/Pin	Weigand	Vehicle Access	Access Level	Last Session	Status
  	driver 150	driver150	VIC Dept	0	10001	2004e22	Yes	Site Level	150	
  	driver 151	driver151	VIC Dept	0	10003	2004e27	Yes	Not Applicable	151	
  	driver 158	driver158	Dept 1	0	-	-	No	Site Level	158	
  	driver 160	driver160	Dept 1	0	-	-	No	Site Level	160	



General Tab

Enter the new user’s details:

- Site location
- Department
- First name
- Last name
- Start date (not a required field)
 - Normally used if you want to keep a record of the start date of your employment.
- Ensure Active is set to “Yes”

EDIT USER

General

Licence

Vehicle Access

Website Access

Subscription

Supervisor Access

CUSTOMER DETAILS

Customer:

Select a Customer

Site:

Select a Site

Department:

Select a Department

USER DETAILS

First Name:

Last Name:

Start Date (mm/dd/yyyy):

Active:

YES

NO

Save

Collective Intelligence Group

7/31/25

5



Vehicle Access Tab

- Click the 'Access Enabled' toggle to 'Yes' to display the 'Vehicle Access' page
- Select the Type: Card ID or PIN ID
- Select the reader type fitted to your units
- Entre the Facility Code (for PIN numbers entre '0')
- Entre the Card or PIN number
- Click Save

ADD USER

General

Licence

Vehicle Access

Website Access

VEHICLE ACCESS

Access Enabled: ☐

Save

NOTE:

See the following pages for different ways to add vehicle access either by Badge/Card or PIN, manually or other types of CIG-related badges.



Add PIN Code

To add a company badge with known facility code from the dashboard follow these steps:

- Go to the user whose badge you are setting up
- On the vehicle access tab make sure that:
 - a. Type should be on PIN ID
 - b. Keypad Reader on Rosslare
 - c. Facility Code should be code on "0"
 - d. CARD ID/Pin: Enter any unique 4- or 5-digit number (greater than 1000)
 - e. Then click 'Save' at the bottom before closing out the window.

The screenshot shows the 'EDIT USER' interface with the 'VEHICLE ACCESS' tab selected. The form includes the following elements:

- Vehicle Access:** A toggle switch set to 'YES'.
- Access Level:** Radio buttons for 'Site' (selected) and 'Department'.
- Type:** Radio buttons for 'Card ID' and 'Pin ID' (selected).
- Keypad Reader:** A dropdown menu with 'Rosslare' selected.
- Facility Code:** A text input field containing '0'.
- Card ID/Pin:** An empty text input field.
- SEND DRIVER LIMITING BY TRUCK:** A blue button.
- Deny Access to Departments:** A checkbox that is currently unchecked.
- Save:** A large blue button at the bottom.

NOTE:

For the fastest access at the vehicle, go to the Vehicle menu, select Send Drivers button and send the new driver to one or multiple vehicles.



XQ360

Industrial Fleet **SAFETY** and **PRODUCTIVITY**
across **ANY BRAND** of **ANY EQUIPMENT**



Add Company Badge (Known Facility Code)

To add a company badge with known facility code from the dashboard follow these steps:

- Go to the user whose badge you are setting up
- On the vehicle access tab make sure that:
 - a. Type should be on CARD ID
 - b. Keypad Reader on Rosslare
 - c. Facility Code should be your known facility code number (example: 158)
 - d. CARD ID/Pin: Enter the corresponding badge number for this employee
 - e. Then click 'Save' at the bottom before closing out the window.

The screenshot shows the 'EDIT USER' interface with the 'Vehicle Access' tab selected. The form is titled 'VEHICLE ACCESS' and contains several fields. The 'Vehicle Access' field has a 'YES' button selected. The 'Access Level' field has 'Site' selected. The 'Type' field has 'Card ID' selected. The 'Keypad Reader' field has 'Rosslare' selected. The 'Facility Code' field has '158' entered. The 'Card ID/Pin' field is empty. At the bottom, there is a large blue 'Save' button. Below the 'Save' button, there is a checkbox labeled 'Deny Access to Departments' which is unchecked.

NOTE:



For the fastest access at the vehicle, go to the Vehicle menu, select Send Drivers button and send the new driver to one or multiple vehicles.

Add Company Badge Weigand Manually

To add a Weigand manually from the dashboard follow these steps:

- Go to the user that you want to change the Weigand
- On the vehicle access tab make sure that:
 - a. Type should be on Card ID
 - b. Keypad Reader on Capture Card
 - c. Facility should be "0"
 - d. CARD ID/Pin: Enter the badge number here or any unique 4 or 5 digit number (greater than 1000)

GeneralLicenceVehicle AccessWebsite AccessSubscriptionSupervisor Access

VEHICLE ACCESS

Vehicle Access: ☒ YES ☐ NO

Access Level: ☒ Site ☐ Department

Type: ☒ Card ID ☐ Pin ID

Keypad Reader: Capture Card

Facility Code: 0

Card ID/Pin: 68283

SEND DRIVER LIMITING BY TRUCK

NOTE:

You need to click on the outside of the vehicle access frame as highlighted below.



General Licence **Vehicle Access** Website Access Subscription Supervisor Access

VEHICLE ACCESS

Vehicle Access: ☒ YES ☐ NO

Access Level: ☒ Site ☐ Department

Type: ☒ Card ID ☐ Pin ID

Keypad Reader: Capture Card

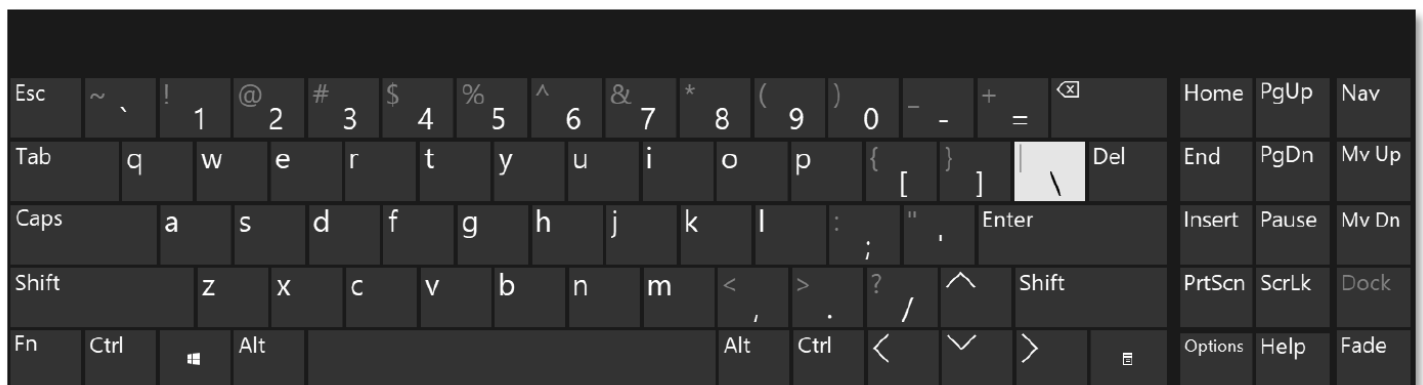
Facility Code: 0

Card ID/Pin: 68283

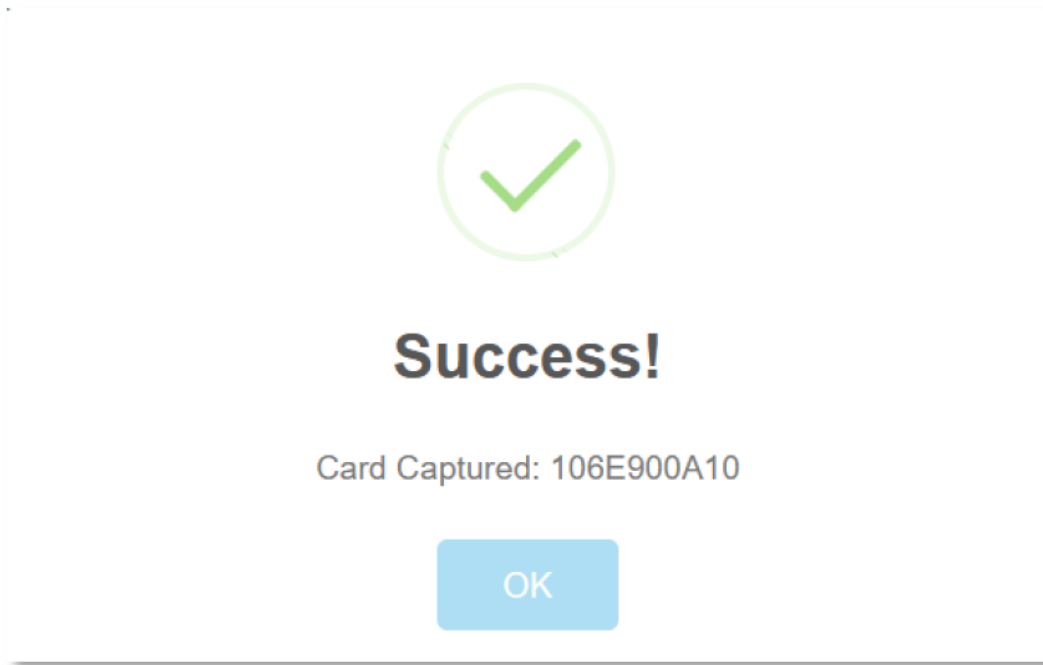
SEND DRIVER LIMITING BY TRUCK

Next:

Press the "\ " key and you will see that the mouse pointer will disappear, now type the Weigand code and once you finish press the "\ " key.



A window will appear displaying that the Weigand was successfully captured – refer image below.



NOTE:

Don't forget to save the changes, otherwise the system will not take the new Weigand.



For the fastest access at the vehicle, go to the Vehicle menu, select Send Drivers button and send the new driver to one or multiple vehicles.



Add Company Badge with Wave Card Reader

Plug the Wave Card Reader into your computer while logged in to the XQ360 Dashboard.

- Go to the 'Users Menu' then select the 'Edit' Button

FLEET IQ360

Collective Intelligence

Administration Logout



Home Users

Manage Users

CI US Pickens SC Despatch Active Go

Search + Add Import Export

Show/Show All entries

Actions	Name	Username	Department	Facility Code	Card/Pin	Weight	Vehicle Access	Access Level	Last Session	Status
	Demo Driver 1	Demo001	Despatch	230	26232	3ccccc1	Yes	Not Applicable	-	Active
	Test Card 1 EM Card	TestCard1EM	Despatch	240	24299	1ecb0d6	Yes	Not Applicable	-	Active

Showing 1 of 1 entries

- Click on the Vehicle Access Tab

EDIT USER

General Licence **Vehicle Access** Website Access Subscription Supervisor Access

CUSTOMER DETAILS

Customer: CI US

Site: Pickens SC

Department: Despatch

USER DETAILS

First Name: Demo

Last Name: Driver 1

Start Date:

Active: ☒ YES ☐ NO

Save

NOTE:



You may already have PIN information saved during the initial set up as a new customer... This process will override that PIN with the correct badge information to ensure your badges work at the XQ360 LCD screen on the vehicle.

In the case of new users, you will need to click **Yes** to provide Vehicle Access, click on **Site** or **Department** access in addition to the following steps:

- Check **Card ID**, then under Keypad Reader select **Capture Card** on the drop down menu as shown.
- Enter Facility Code as 0

EDIT USER

General

Licence

Vehicle Access

Website Access

Subscription

Supervisor Access

VEHICLE ACCESS

Vehicle Access: ☒ Yes ☐ No

Access Level: ☒ Site ☐ Department

Type: ☒ Card ID ☐ Pin ID

Keypad Reader:

Rosslare

Select

Rosslare

Keri

Smart

Smart iClass Odd Parity

Smart iClass Even Parity

Capture Card

HID iClass

Mifare 34

Mifare 34 Even Parity

37 Bit Weigand

HID Seos 33

Facility Code:

Card ID/Pin:

SEND DRIVER LIMITING BY TRUCK

☐ Deny Access to Departments

☐ Despatch

☐ Deny Access to Vehicle Model

☐ Volvo Wheel Loader



EDIT USER

General

Licence

Vehicle Access

Website Access

Subscription

Supervisor Access

VEHICLE ACCESS

Vehicle Access: ☒ YES ☐ NO

Access Level: ☒ Site ☐ Department

Type: ☒ Card ID ☐ Pin ID

Keypad Reader: Capture Card

Facility Code: 0

Card ID/Pin:

- Enter a Card ID/PIN number

This can be any number you wish to use but just cannot be repeated for any other user. This will be overridden by the card reader once this process is completed so any 4 or 5 digit (max: 65000) number will work for this purpose.

EDIT USER

General

Licence

Vehicle Access

Website Access

Subscription

Supervisor Access

VEHICLE ACCESS

Vehicle Access: ☒ YES ☐ NO

Access Level: ☒ Site ☐ Department

Type: ☒ Card ID ☐ Pin ID

Keypad Reader: Capture Card

Facility Code: 0

Card ID/Pin: 2008

SEND DRIVER LIMITING BY TRUCK

☐ Deny Access to Departments

☐ Operations Warehouse
 ☐ Materials - Shipping
 ☐ Materials - Receiving
 ☐ EBF

☐ Deny Access to Vehicle Model

☐ Doosan
 ☐ Doosan LP
 ☐ TLD

With all this information entered, **LEFT CLICK** in the gray area represented here with a yellow circle. You will not see anything happen on the screen but this sets the reader in the ready to scan mode.



EDIT USER

General

Licence

Vehicle Access

Website Access

Subscription

Supervisor Access

VEHICLE ACCESS

Vehicle Access: ☒

Access Level: ☒ Site ☐ Department

Type: ☒ Card ID ☐ Pin ID

Facility Code:

Keycard Reader:

Card ID/Pin:

SEND DRIVER LIMITING BY TRUCK

☐ Deny Access to Departments

☐ Operations ☐ Materials - Shipping ☐ Materials - Receiving ☐ EBF

☐ Warehouse

☐ Deny Access to Vehicle Model

☐ Doosan ☐ Doosan LP ☐ TLD

Save

- Wave the badge over the card reader.
- A pop up will appear on the screen that signifies the scan was successful.
- Hit the Save button at the bottom of the window and close the window.

The system will take you back to the user list and you will see the newly added user shows the facility code as 0, the badge number you entered and the weigand is present which will ensure the badge and the screen communicate properly.

You have now successfully entered the badge using a wave card reader.

Access to the vehicle at the screen should take place immediately after this process is completed.



VEHICLES

BATTERY

Show Show All entities

Search:

Actions	Name	Username	Department	Facility Code	CardPin	Weight	Vehicle Access	Access Level	Last Session	Status
	Adam Stout	AdamSto	Warehouse	-	-	-	No	Not Applicable	-	Active
	Allen Andrew	AllenA	Warehouse	-	-	-	No	Not Applicable	-	Active
	Amelia Jamison	AmeliaJ	Warehouse	-	-	-	No	Not Applicable	-	Active
	Ana Roberts	AnaR1	Warehouse	-	-	-	No	Not Applicable	-	Active
	Andres Cachuez	AndresC	Warehouse	-	-	-	No	Not Applicable	-	Active
	Andrew Antowell	AndrewA1	Warehouse	-	-	-	No	Not Applicable	-	Active
	Angela Barrell	AngelaB3	Warehouse	-	-	-	No	Not Applicable	-	Active
	Annette Padilla	AnnetteP	Warehouse	-	-	-	No	Not Applicable	-	Active
	Anthony Smith	AnthonyS4	Warehouse	-	-	-	No	Not Applicable	-	Active
	Anthony Uribe	AnthonyUri	Materials - Receiving	0	22624	148600	Yes	Site Level	-	Active

NOTE:

For the fastest access at the vehicle, go to the Vehicle menu, select Send Drivers button and send the new driver to one or multiple vehicles.



CIG Badge Setup

To set up a CIG Badge through the dashboard follow these steps:

- Go to the user that you want to assign the token to and select the edit button
- On the vehicle access tab, select "yes" to give them vehicle access and check either Site or Department access.
- Then ensure that:
 - a. Type - should be checked beside "Card ID"
 - b. Keypad Reader - select Rosslare on the drop-down menu
 - c. Facility - Entre code "246"
 - d. Card ID/PIN - will be the CIG Badge 5-digit number you are assigning to this user

EDIT USER

General Licence **Vehicle Access** Website Access Subscription Supervisor Access

VEHICLE ACCESS

Vehicle Access: ☒ YES ☐ NO

Access Level: ☒ Site ☐ Department

Type: ☒ Card ID ☐ Pin ID

Keypad Reader: Rosslare

Facility Code: 246

Card ID/Pin: 12345

NOTE:

For immediate access at the vehicle, go to the Vehicle menu, select Send Drivers button and send the new driver to one or multiple vehicles.

If loading many at once, you can select all drivers and send to all vehicles.



CIG Token Setup

To set up a token through the dashboard follow these steps:

- Go to the user that you want to assign the token to and select the edit button.
- On the vehicle access tab, select "yes" to give them vehicle access and check either Site or Department access.
- Then ensure that:
 1. Type should be checked beside Card ID
 2. Keypad Reader select Rosslare on the drop-down menu
 3. Facility type in code "220"
 4. Card ID/PIN will be the token number you are assigning to this user

A screenshot of the XQ360 'EDIT USER' dashboard. The 'VEHICLE ACCESS' tab is selected. The form contains several fields: 'Vehicle Access' with 'YES' and 'NO' buttons (YES is selected); 'Access Level' with 'Site' and 'Department' radio buttons (Site is selected); 'Type' with 'Card ID' and 'Pin ID' radio buttons (Card ID is selected); 'Keypad Reader' with a dropdown menu showing 'Rosslare'; 'Facility Code' with a text input field containing '220'; and 'Card ID/Pin' with a text input field containing '12345'. Red boxes highlight the 'Vehicle Access', 'Type', 'Facility Code', 'Keypad Reader', and 'Card ID/Pin' sections.

NOTE:

For the fastest access at the vehicle, go to the Vehicle menu, select Send Drivers button and send the new driver to one or multiple vehicles.

If loading many at once, you can select all drivers and send to all vehicles.



License Tab

The 'License Tab' allows you to enter the driver Forklift License Expiry Date in the 'Review Date' Field.

- a. Toggle the 'Disable Vehicle Access when expired' button to 'Yes' to automatically send a deny message to all units on-site when the user's licence has expired. This prevents an unlicensed driver from operating a unit until the licence renewal date is updated.
- b. Click 'Add licence' to enable you to add a licence type and expiry date for the user. The Actions column will allow you to perform action once a licence has been added.
- c. Click the Save button.

ADD USER

General

Licence

Vehicle Access

Website Access

LICENCE DETAILS

Disable vehicle access when expired:

YES NO

+ Add Licence

Licence type	Expiry Date	Actions
--------------	-------------	---------

Save



EDIT USER

- General
- Licence
- Vehicle Access
- Website Access
- Subscription
- Supervisor Access

LICENCE DETAILS

License Mode:

☐ By Model

☒ Generic

Expiry Date (mm/dd/yyyy):

Licence Type:

Select Type

Send Deny Message on Expiry:

YES

NO

Licence Number:

License File:

Upload

Save



NOTE:

Entering a license by Generic is the fastest, easiest way. All that is required is the license expiration date but you can also add other details and files and deny access if their expiration date passes.

You will receive an error message if you try to set up license details prior to setting the user up with vehicle access.



Website Access Tab

Providing website access to a new user is easy. After you have them added as a new user, you will come to this website access tab.

- Select Yes to Enable their Access
- Select their access group in the drop-down menu.
- Select their access level: Customer (multiple sites), Site (all departments), Department (only the one assigned to them in the general tab)
- Enter their email address, temporary password (12345 is fine) and confirm that same temp password.
- Click on Save.

When you hit save, their username will be populated in the User list beside their name.

It is case-sensitive so it has to be entered exactly as shown.

Log in details can be provided to the new user with this format below but enter their username in the provided blank.

EDIT USER

General
Licence
Vehicle Access
Website Access
Subscription
Supervisor Access

WEBSITE ACCESS

Access Enabled: ☒ YES ☐ NO

Access Group:

Select a Group

Access Level: ☐ Customer ☒ Site ☐ Department ☐ Not Applicable

Email Address:

Change Password:

Password Strength

Confirm Password:

Save

Dashboard link: <https://fleetiq.ciifm.com>

Username: _____ (Case sensitive)

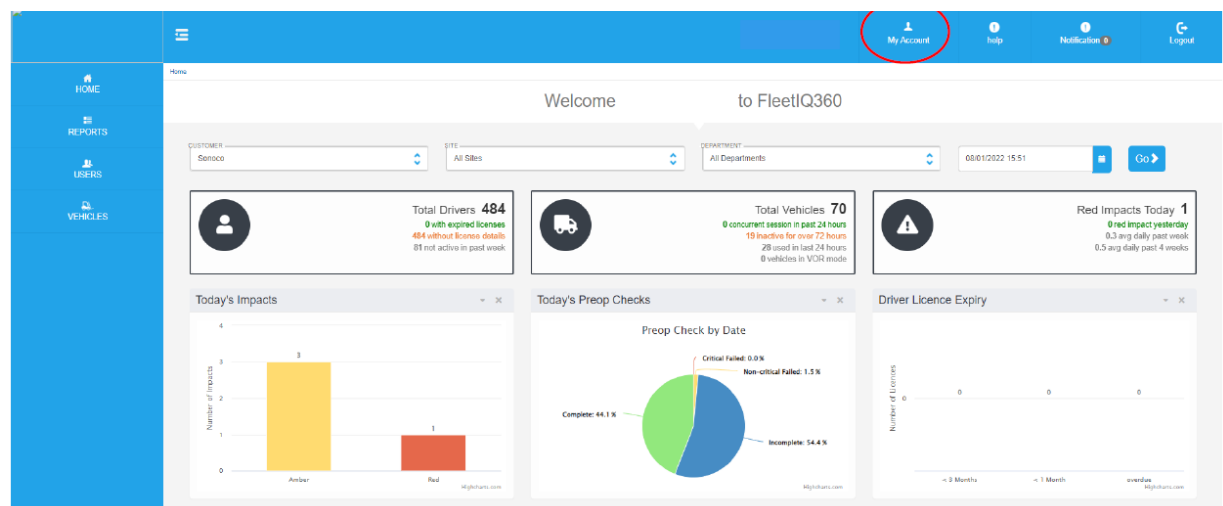


Temporary Password: 12345 and you will be prompted to reset this at initial log in

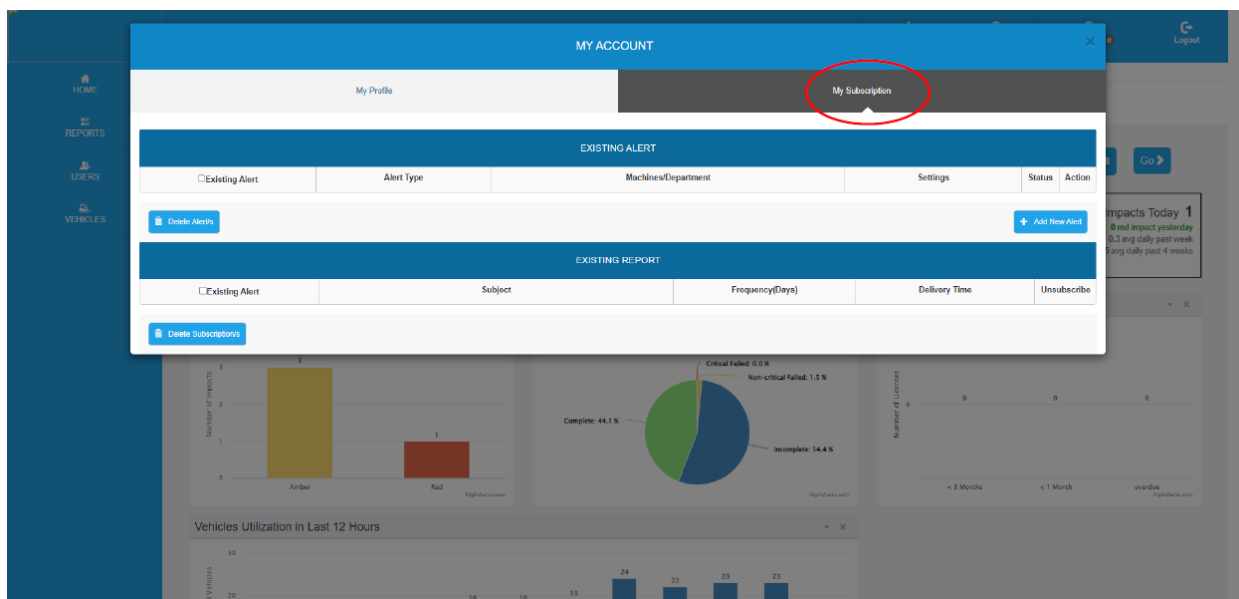


Subscription Tab – Setting up Alerts

Step 1: If setting up subscriptions for **yourself**, you can quickly access your subscriptions tab by selecting 'My Account' from the top menu.



Then select the 'My Subscriptions' Tab



NOTE:



If setting up alert subscriptions for yourself, continue to step 3 below.



Step 2:

Setting Alert Subscriptions for **others**

If setting up subscriptions for someone **other than yourself**:

- from the 'Main' screen select 'Users' on the left menu bar and
- then the 'Edit User' button.

The screenshot shows the FleetIQ360 dashboard. On the left sidebar, the 'USERS' menu item is circled in red. Below this, the 'Manage Users' page is displayed. At the top of the 'Manage Users' page, there are filters for Customer (Seneca), Site (Hartsville), Department (Maintenance), and Status (Active). Below these filters are buttons for '+ Add', 'Import', and 'Export'. A table of users is shown below, with the 'Edit' button (a pencil icon) circled in red in the first row.

Actions	Name	Username	Department	Facility Code	Card/Pin	Weighted	Vehicle Access	Access Level	Last Session	Status
										

The 'Subscription' tab displays and Alerts and Report Subscriptions that have been set up for the user.



- 'New Alerts' are scheduled on this 'Subscription' tab
- 'Report' subscriptions are set up from here

Step 3:

- Select the Blue 'Alert' button to create a new alert

- Blue 'Alert' button to create a new alert
- Click the dropdown menu and select the alert type you would like to subscribe to.



Suggested Alerts to subscribe to:

- Failed Checklist Alert
- Impact Alert – Red Impacts
- Driver Abuse Report (if you are using PINs for logging in)

Note:

If you re-assign your vehicles to other departments / sites, you will need to reset your alerts so that the correct department and site assignment will be captured in the alert settings. This doesn't automatically update.

Step 4:

Depending on which alert you select, you will have drop down options to select.

Example: To create an Impact Alerts Report – you would select the type of impact to show in the report and which machines you want alerts for:

- Hold down CTRL key down and click specific units to only get alerts for specific units or,
- Hold SHIFT key down and click the first and last unit in the list to select all units.



ADD NEW ALERT ✕

Alert Type: Impact Alert

Impact Level: Blue Level

Active: Active

Customer: Sonoco

Site: Hartsville

Department: Maintenance

MACHINE LIST

1010
120
121
1219
217
219
220
310
320
410
420
521
610
620
710

Hold down the CTRL key and left click mouse to select multiple machines

Save

- Click SAVE to complete the setup of the alert. It will display the list of existing alerts for this user.
- To DELETE an 'Alert' subscription or a 'Report' subscription, simply select it from the list and hit the corresponding 'Delete' button underneath.

EDIT USER ✕

General
Licence
Vehicle Access
Website Access
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Supervisor Access

EXISTING ALERT

☐ Select/Unselect All

Alert Type	Machines/Department	Settings	Status	Action
Delete Alert(s) + Add Alert				

EXISTING REPORT

☐ Select/Unselect All

Subject	Frequency(Days)	Delivery Time	Unsubscribe
Delete Subscription(s)			



Supervisor Access Tab

When you set up a Mastercode user in the system, they automatically get these three access options when they log in at the LCD screen.

If you want to limit what they can do, select the things they can do and leave the others unchecked.

A screenshot of the XQ360 'EDIT USER' interface. At the top is a blue header bar with the text 'EDIT USER' and a close button (X). Below the header is a horizontal menu with six tabs: 'General', 'Licence', 'Vehicle Access', 'Website Access', 'Subscription', and 'Supervisor Access'. The 'Supervisor Access' tab is currently selected and highlighted in dark grey. Below the menu is a section titled 'SUPERVISOR MENU OPTIONS' in a blue header. This section contains a list of permissions under the heading 'Permissions:'. There are three checkboxes: 'Unlock Vehicle', 'Normal Driving session', and 'VOR Activate/Deactivate'. The 'Unlock Vehicle' checkbox is checked, while the other two are unchecked. To the right of the checkboxes is a large orange circle. At the bottom of the form is a blue 'Save' button. A large, faint orange circle is overlaid on the right side of the form, partially covering the 'Permissions' section and the 'Save' button.

NOTE:

Click SAVE to complete the set up.

Refer example in images below:

Example: This user can Unlock and can Drive the Forklift but can't make the VOR (Vehicle off Road) decision



Supervisor Menu

Unlock Vehicle

Normal Driver Access

Activate VOR

QUIT

Unlocking the vehicle will continue the existing driver's session

EDIT USER

General

Licence

Vehicle Access

Website Access

Subscription

Supervisor Access

SUPERVISOR MENU OPTIONS

Permissions:

☒ Unlock Vehicle

☒ Normal Driving session

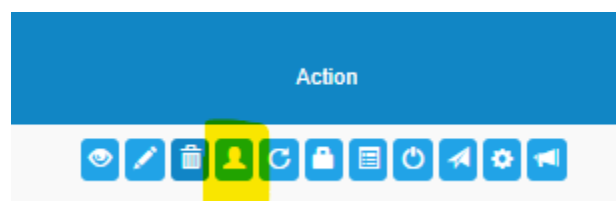
☐ VOR Activate/Deactivate

Save

NOTE:

You only need to check this tab if you want to limit a 'Master Code' user capability. Otherwise simply selecting the user as a 'Master Code' user will automatically enable all three permissions.

This option only works when the user is added in the master code spaces of each vehicle.





MASTER CODES

Please check the user(s) you want to si
NOTE: Only the checked users are the ones tha

<input type="checkbox"/>	Deon testing	<input type="checkbox"/>	-N
<input type="checkbox"/>	Santiago Loper	<input type="checkbox"/>	-N
<input type="checkbox"/>	Felipe Cendales	<input type="checkbox"/>	-N
<input type="checkbox"/>	-Void-	<input type="checkbox"/>	-N



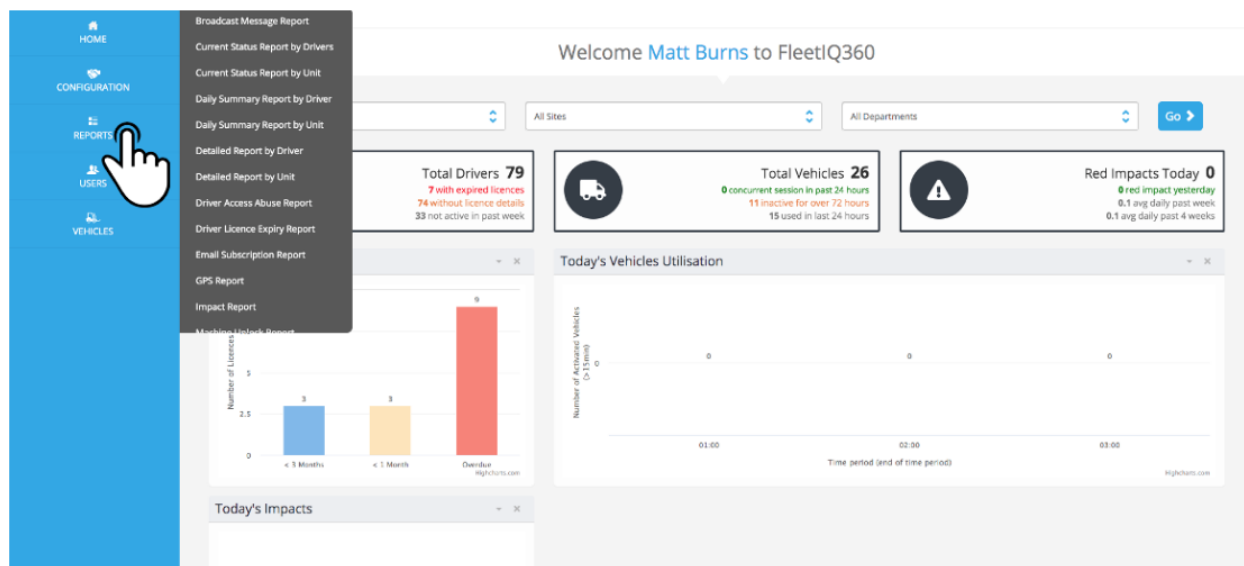
Reports – Where to find

Suggested Reports to view and subscribe to:

- Detailed Report by User or Driver
- Pre-Op Checklist Detailed Report
- Impact Report – Rev Counter
- Driver Proficiency Report

From the dashboard screen the following describes how to access and create reports:

- on the Left Hand side bar click Report
- this opens a list of standard reports available
- Select the desired report. The screen will reflect this report.





Reports – How to Subscribe to receiving automated, customized reporting

Step 1:

Before you subscribe to a report - you must set it up with the information you want to receive as follows:

- Select the Site location
- Select the Department
- Select the START Date and Time – Example: zero hours on the 1st March 2020
- Select the END Date and Time – Example: 23.55 (5 mins to midnight) on the 31st March 2020
- Select Done.
- Select Subscribe. This will open a new screen – refer images on following page.

NOTE:

It is not necessary to run the report at this time. The start and end date you specify should correspond to the frequency you choose. Refer steps below.

For a daily report the start and end times should span one day; for a weekly report, they should span one week, etc.



Department: 27/02/2020 00:00 27/02/2020 21:45

February 2020

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

Time 00:00

Hour 00 04 08 12 16 20

Minute 00 10 20 30 40 50

SEAT	No of Sessions
0:00:00	4
0:00:00	1
0:00:00	1
0:00:00	6
0:00:00	4

PLEASE ENTER MAIL CONFIGURATON INFORMATION

Start Date:

Frequency:

Generation Time:

Send To:

Subject:

EXISTING MAIL CONFIGURATION

E-mail id	Subject	Frequency (Days)	Start Date	Start Time	End Time	Generation Time	Un Subscribe
-----------	---------	------------------	------------	------------	----------	-----------------	--------------

Step 2:

- Select the Start Date of the report to generate:
- Using the Pop-up Calendar, select the date you wish the report to start for the first time. The example report has been set up for the month March 1 – 31st.



- If you want receive the March report on the 1st April 2020...select that date from the picker. This will be first date that the report will be email to you.

Step 3:

Select the Frequency of the report generation:

Using the drop-down selector choose how often you wish to receive the report.

- Daily
- Weekly
- Monthly
- Customer Duration (days)

Example: We would like the report sent 'monthly'



Step 4:

Generation Time:

Here you can select the time of day that you would like the report to be generated. Depending on the size of the report it may take several minute to generate before it is sent. If you need the report at 8am the idea is to set the report generation an hour or so earlier.

Step 5:

Who does the report Send to:

If you want the report sent just to you – Select ‘ONLY ME’ – given you are the one logged in – it is your email that is registered.

Step 6:

Select the Subject of the Report

- Entre a subject for the Schedule, this will be shown in the email subject line.
- Click Save.

NOTE:

Once the report schedule has been saved the report will automatically run every Day, Week or Month at the time you have specified in the schedule. The report automatically moves on to the next Day, Week or Month. Each report scheduled will continue to be sent until you un-subscribe.



Add new vehicle

- Go to the Manage Vehicles Screen.
- Here we can add a new vehicle as we can see in the list, once added we
- Click on 'Go'
- You will see the vehicles created in the customer.

Manage Vehicles

Land O Lakes Hillsboro WI Warehouse All Model Go

Search + Add Import Export

Action	Vehicle ID.	Serial No.	GMTP ID	Model	SIM Card No	Survey Timeout(s)	Seat Idle(s)	Last Session	Lockout Status
<div><div><div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div></div><div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div></div></div></div>	Crown	12345	cii_238045238115866	Crown High	89999202003105957358	-	-(NC)	04/18/2024 18:17:09	Unlocked
	Stand-up Crown	10599810	cii_92431667647095	Crown Reach	89999202003109986304	-	-(NC)	04/18/2024 15:49:52	Unlocked



Edit 'General Vehicle' Tab

The 'General Vehicle' Tab is where we can create a vehicle with the site, department and client to which it will belong as shown in the image.

We can assign information to each vehicle such as:

- Vehicle ID which would be the name of the vehicle.
- Serial N° that corresponds to the serial number of the vehicle.
- Model of the vehicle (Ex: Crown high).
- Confirm if it is a rented vehicle or not.
- Give the GMTP ID which is the vehicle ID (Ex: cii_238045238115866).

The vehicle will have a firmware which is a system that the vehicle will have

EDIT VEHICLE

General Vehicle | Impact Settings | Checklist | Service | Idle Timer | Network Settings | Other Settings

CUSTOMER DETAILS

Customer: Land O Lakes
Site: Hillsboro WI - US - CST (-08:00)
Department: Warehouse

VEHICLE DETAILS

Vehicle ID: Crown
Serial No.: 12345
Model: (Add New): Crown High
CAN Rules: Select a Canrule
On Hire: ☐ Yes ☒ No
Comments:

MODULE DETAILS

GMTP ID: cii_238045238115866
Firmware: 5.1.4E



Edit Impact Settings & Calibration Levels

Reset Calibration Sensor

To Reset the impact sensor calibration - each vehicle will have to do a ground survey to recalibrate the impacts.

To reset the calibration sensitivity setting - we increase or decrease the probability that a vehicle can reach one of the impact levels.

Impact Lockout functions:

Option 1:

If you activate this function, the unit will lock when the driver registers a red level impact. For this option only the Vehicle LCD display will be 'locked' and the driver will be able to continue to operate until logging off or shutting down the vehicle,

Option 2:

if you want the vehicle to lock completely you must activate the 'FULL LOCKOUT' option found in the other settings tab.

G-Force	Impact Level
2.5g	Blue
5.5g	Yellow
7.5g	Red

Impact Lockout: ☒ YES ☐ NO

Adjust calibration:

Calibration: 0% 77.51/25

Edit



Editing an existing Safety Checklist

- Under the Vehicles Tab, in the Action column Click the Edit (pencil) Button for the selected vehicle.

Manage Vehicles

Sonoco

All Sites

All Departments

All Model

Search

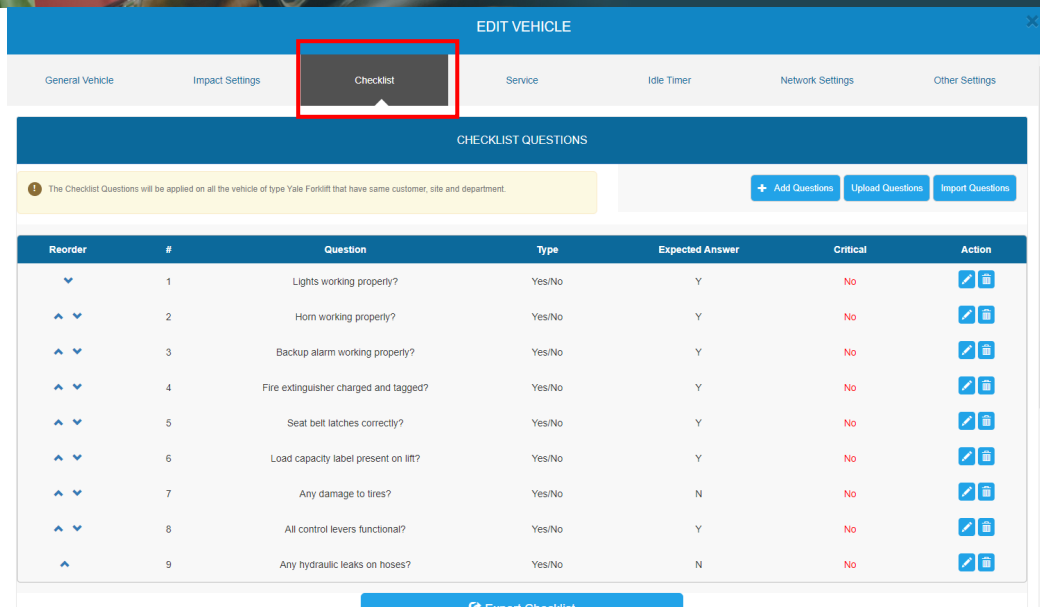
Q

+ Add

Im

Action	Vehicle ID.	Serial No.	GMTP ID	Model	SIM Ca
	1019	K813V04663S	cli_238045238118034	Yale Forklift	8944502703
	120	K813V05705T	cli_238045238117679	Yale Forklift	8944502703
	121	J813V01603L	cli_238045238120718	Yale Forklift	8944502703
	1219	J004V04993S	cli_238045238112897	Yale Forklift	8912230200
	217	12345	cli_238045238122374	CAT	8944502703
	219	D875V11166S	cli_238045238114020	Yale	8912230200

- Navigate to the 'Checklist' tab.



The Checklist Tab displays the PreOp question for this model vehicle. Edit as follows:

- Questions can be added by clicking the '+ Add Question' Button
- PreOp Questions can be rearranged by clicking the 'Reorder' arrows next to the question.
- Questions can be edited or deleted by clicking the 'Edit' Action button next to the individual Question.

Add a question to the Checklist

- When the '+ Add Question' Button is clicked the add question box appears.
- Questions must be Yes/No – in the Type column
- Questions must be of 50 characters or less
- Entre Y or N in the 'Expected answer column
- Entre Y or N in the Critical? Column

Note:



If question has a 'Critical' answer of Y – and the driver answers the question N - this will lock the vehicle and a 'Master-Code' user is required to unlock the vehicle.

EDIT VEHICLE

General Vehicle

Impact Settings

Checklist

Service

Idle Timer

CHECKLIST QUESTIONS

1

The Checklist Questions will be applied on all the vehicle of type DC that have same customer, site and department.

+ Add Questions

Upload Questions

Import Questions





Reorder	#	Question	Type	Expected Answer	Critical?	Actions
▼	1	Are all brakes operating correctly?	Yes/No	Y	No	<div><div></div><div></div></div>
▲ ▼	2	Are you authorised to operate this equipment?	Yes/No	Y	No	<div><div></div><div></div></div>
▲ ▼	3	Are there any visible leaks?	Yes/No	N	No	<div><div></div><div></div></div>


Once you are finished editing questions, complete the following steps to save:

- Click the 'Upload Questions' button to send the questions to the vehicle.
- Click the 'Save' button to save your changes.
- Click 'Synchronize to Multiple' to synchronize this checklist to other vehicles of this model.

CHECKLIST QUESTIONS							
<div> <i>!</i> The Checklist Questions will be applied on all the vehicle of type Yale Forklift that have same customer, site and department. </div>				<div> + Add Questions Upload Questions Import Questions </div>			
Reorder	#	Question	Type	Expected Answer	Critical	Action	
▼	1	Lights working properly?	Yes/No	Y	No	✎ 🗑	
▲ ▼	2	Horn working properly?	Yes/No	Y	No	✎ 🗑	
▲ ▼	3	Backup alarm working properly?	Yes/No	Y	No	✎ 🗑	



8	All control levers functional?	Yes/No	Y	No	 
9	Any hydraulic leaks on hoses?	Yes/No	N	No	 

 Export Checklist

CHECKLIST SETTINGS

Timeout Enabled ☒ YES ☐ NO

Time: second(s)

Show comment: ☐ YES ☒ NO

Schedule: ☒ Driver Based ☐ Time Based

☐

☐

☐

☐

Save

Synchronise to Multiple



Edit Checklist Timer and Schedule

Timeout Enabled:

This will be activated to start a timer where the driver will be forced to answer the checklist or if not, the unit will lock and will need a supervisor to unlock it.

Randomization Enabled:

This option will change the order of the questions each time it is asked to prevent it from being memorized by the driver.

Show Comment:

If you activate this option, a comment box will appear at the end of the checklist to allow the driver to add additional items from the checklist.

CHECKLIST SETTINGS

Timeout Enabled: ☒ Time: 200 second(s)

Randomisation Enabled: ☒

Show comment: ☒

Schedule: ☐ Driver Based ☒ Time Based

☒ 07:00:00 ☒ 14:00:00 ☐ ☐

Save **Synchronise to Multiple**



Driver-Based Questions

Selecting Driver-Based Questions requires the first driver to log on that day - to answer the questions. Then that same driver can log on / off all day without needing to answer the questions again & again. If another driver logs on to that piece of equipment, they will be prompted to answer the checklist and if the original driver returns to that same piece of equipment after someone else has logged on they will be prompted to complete the checklist.

Driver-Based Questions are best suited to a site with dedicated forklifts and drivers.

If a vehicle is left unattended and the seat switch timer expires the driver the vehicle is considered to be abandoned, and a Pre-Op check is required to operate the vehicle.

Checklist settings are set on individual vehicles and can be different on every vehicle. Some can be driver based and some can be time-based – with different time expirations. (Refer Time – based Questions)

Time-based Questions

Selecting Time-based questions allows you to select up to 4 different times during the day for the drivers to be prompted to answer the questions. The first driver to log on to the vehicle after the specified time will be prompted to answer the questions.

Once the questions are answered the drivers can log on/off without being asked to answer the questions until the next scheduled time.

To set up time-based questions:

- Click 'Time-based'
- Check the first box on the left then use the sliders to set the time.
- Click Done.
- You can repeat this up to 3 times.
- Click the 'Synchronize' Action button on the vehicle menu AND;
- The 'Synchronize' Timer and Checklist to either the single or multiple units.



XQ360

Industrial Fleet **SAFETY** and **PRODUCTIVITY**
across **ANY BRAND** of **ANY EQUIPMENT**



Edit Service – Maintenance Alerts

There are different options available with vehicle hours in 'service status'.

Refer Images below.

Starting Hours:

This information can be obtained from the forklift's hour meter, or you can use the hours recorded on your own; You must put the hours of service here to correspond with the forklift, after setting this option the system will increase the hours as the forklift is used. You only need to update this field once; You can prevent the editing of this field by clicking on the "Lock" button on the left.

Last Service At (hrs):

This field allows the system to calculate the time from the last service to the next service. This field must be updated each time the counter reaches 0, and the forklift is serviced.

Perform Service Every (hrs):

Is the time between services that you want to configure, in this case the system will remind every 250 hours. You only need to update this field once.

Date Interval-Every:

It is possible that the service hours are not reached; in this situation, if 3 months have passed without reaching 250 hours, the system will notify you.

Last service date:

Allows you to fill in the date of the last service, but nothing is calculated from this information.

Contracted Hours per Year (hrs):

Allows you to control the hours contracted per year, it is not necessary to fill out.

Email reminder settings:

Here you can set a reminder some time before the next service hour is reached, for example, if the next service hours are set to 200 hours you can set the reminder to 190 to warn about the



EDIT VEHICLE

General Vehicle

Impact Settings

Checklist

Service

Idle Timer

Network Settings

Other Settings

Note: Service hours from Canbus is only updated when the units have more than 10 minutes session.

SERVICE STATUS

Status:

No service information set

Hours Till Next Service:

0.0

Service Hours

0.0

SERVICE SETTINGS

Lock

Unlock

Starting Hours:

0.0

next

service, If you want this alert to be sent to your email, you must subscribe to the service hours alerts.





SERVICE STATUS

Status: Service is due in more than 25 hours

Hours Till Next Service: 250.0

Service Hours: 7577.2

SERVICE SETTINGS

Lock

Unlock

1

Rolling Hours

7338.2

Service Type: ☐

2

By Set Hours

Last Service At (hrs): 7577.2

☒

3

By Interval

4

Perform Service Every (hrs): 250.0

5

Date Interval -every:

☒ 3 Months

☐ 6 Months

☐ 12 Months

6

Last Service Date: 04/01/2021

Contracted Hours per Year (hrs): 0

INSPECTION CONFIGURATIONS

Inspection Date

Next Inspection Date

Notes/Comments:

Upload Document

+ Add Document

EMAIL REMINDER SETTINGS

Hours

Action

Add

Save

Edit Idle
Timer

The
inactivity



timer is a timer to turn off the vehicle when someone gets up off the seat which detects that the vehicle is no longer in use until a user sits down to operate it again.

Here there are some options:

- We can choose the type of model that the vehicle must activate the idle (ex: MK3).
- Activate or not the Timeout enabled to turn off the vehicle.
- Program the time it will take to shut down the vehicle (ex:420 seconds)



EDIT VEHICLE

General Vehicle

Impact Settings

Checklist

Service

Idle Timer

Network Settings

Other Settings

IDLE SETTINGS

The Type in idle settings is not saved, it is only for sending the proper idle time configuration to the unit.

Type: MK3

CAN UNITS:

Yes

No

Timeout Enabled:

ON

OFF

Time: 420
second(s)

Save

Synchronise to Multiple

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Edit Network Settings

Configure the Wifi of a vehicle, where we can do the following:

- The country where the vehicle is (Ex: United States of America).
- The SSID name of what would become of the network (Example: LOL_public).
- Wifi password of the network.

EDIT VEHICLE

General Vehicle

Impact Settings

Checklist

Service

Idle Timer

Network Settings

Other Settings

Index	Country code	SSID	Wifi Password	Action
1	United States of America	LOL_Public	*****	
2				
3				
4				



Edit 'Other Vehicle' Settings

The 'Other Settings' tab includes 'Vehicle Off Road (VOR)' and 'Full Lockout' Settings.

If 'Full Lockout' is enabled, the vehicle will shut down in the following cases:

- Critical checklist question failed
- Checklist is not completed within checklist timer time (ex: 300 seconds)
- Red-level impact when impact lockout is enabled

It is not suggested to enable full lockout until you are comfortable with the system.

NOTE:

If Full Lockout is not enabled, but there are critical questions, a checklist timer or red impacts are turned on via their respective tabs, the XQ360 device will log out the operator and display "Machine Locked", but the vehicle will still operate.

A Master-Code user must login to clear this screen and return to the login screen.

Only when the Full Lockout is enabled will the unit stop operation under one of these conditions.

EDIT VEHICLE

General Vehicle | **Impact Settings** | Checklist | Service | Idle Timer | Network Settings | **Other Settings**

VOR SETTINGS

Status: Disabled Set VOR:

FULL LOCKOUT SETTINGS

Full Lockout Enabled: Full Lockout Timeout: second(s)



Pedestrian Detection:





















This is a system of cameras that emit sounds when it detects a person with reflective vests. This system is separate product to XQ360 and can be activated. If you want to know more about Pedestrian detection systems contact our Sales team.

Impact Alert Settings:

This function will activate an image on the display when a driver registers an Amber impact. This function is available in firmware version F.

PEDESTRIAN DETECTION	
Enable Seen Safety	<input type="checkbox"/>
IMPACT ALERT SETTINGS	
Enable Amber Alert	<input type="checkbox"/>
Save	Synchronize to Multiple



Action	Vehicle ID. ↑	Serial No. ↑	GMTP ID ↑	Model ↑	SIM Card No	Survey Timeout(s)	Seat Idle(s)	Last Session ↑	Lockout Status ↑
         	Portsmouth	H21202Y07675	cii_92431667645194	Linde H30 Clamp	89999202003109946621	120	- (NC)	04/18/2024 17:00:49	Unlocked
         	Truck 1	H21202Y07370	cii_238045238115168	Linde H30 Clamp	89999112400714385022	120	- (NC)	04/18/2024 16:27:53	Unlocked

Action in vehicles

There are different actions that can be performed on the vehicle via icons in the 'Action' column:



View Vehicle

You can view the vehicle's serial number, checklist, GMTP ID and other vehicle information.



VIEW VEHICLE

CUSTOMER DETAILS

Customer:	AMP Robotics
Site:	Portsmouth VA
Department:	Warehouse

VEHICLE DETAILS

GMTP ID	cii_92431667645194
Vehicle ID	Portsmouth
Serial Number	H21202Y07675
Model	Linde H30 Clamp
CRC	-

CHECKLIST

Timeout Enabled	Yes
Time	120
Show comment	No
Randomisation Enabled	No
Schedule	Driver Based

Question	Time	Expected Answer	Critical Answer	Exclude Random
Any visual structural damage?	Yes/No	N	No	No
Any damage to tires?	Yes/No	N	No	No



Edit vehicle.

The following screen displays where you can enter information about a vehicle name, location, model, add a checklist and more functions.

EDIT VEHICLE

General Vehicle

Impact Settings

Checklist

Service

Idle Timer

Network Settings

Other Settings

CUSTOMER DETAILS

Customer:

AMP Robotics

Site:

Portsmouth VA - US - EST (-05:00)

Department:

Warehouse

VEHICLE DETAILS

Vehicle ID:

Portsmouth

Serial No.:

H21202Y07675

Model: (Add New):

Linde H30 Clamp

CAN Rules:

Select a Canrule

On Hire:

Yes

No

Comments:

MODULE DETAILS

Deleted vehicle:

This function will permanently remove a truck or other piece of equipment from your fleet.

!

Are you sure?

This will delete the selected vehicle.

Cancel

Yes, delete vehicle!

H21202Y07675

cl_238045236115168

Linde H30

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Master Code:

In this

MASTER CODES

Please check the user(s) you want to send to the unit.
NOTE: Only the checked users are the ones that will be sent to the unit.

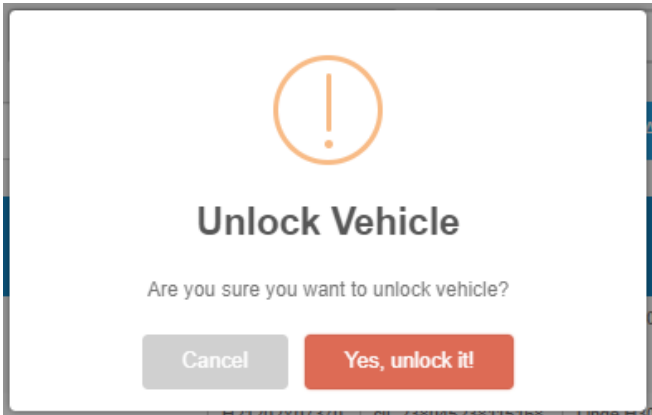
<input type="checkbox"/>	Chandler Douglas	<input type="checkbox"/>	-Void-
<input type="checkbox"/>	Derek Henry - Portsmouth	<input type="checkbox"/>	-Void-
<input type="checkbox"/>	Kevin Papich	<input type="checkbox"/>	-Void-
<input type="checkbox"/>	Earl Smith - Portsmouth	<input type="checkbox"/>	-Void-
<input type="checkbox"/>	Andie Armstrong - Portsmouth	<input type="checkbox"/>	-Void-
<input type="checkbox"/>	Lenny Powell	<input type="checkbox"/>	-Void-
<input type="checkbox"/>	Dom Luppino	<input type="checkbox"/>	-Void-
<input type="checkbox"/>	-Void-	<input type="checkbox"/>	-Void-
<input type="checkbox"/>	-Void-	<input type="checkbox"/>	-Void-
<input type="checkbox"/>	-Void-	<input type="checkbox"/>	-Void-
<input type="checkbox"/>	-Void-	<input type="checkbox"/>	-Void-
<input type="checkbox"/>	-Void-	<input type="checkbox"/>	-Void-

option it is possible to upload users to supervisors, who have permissions to put a vehicle under maintenance or to unlock it in case of a blockage due to checklist or impacts.



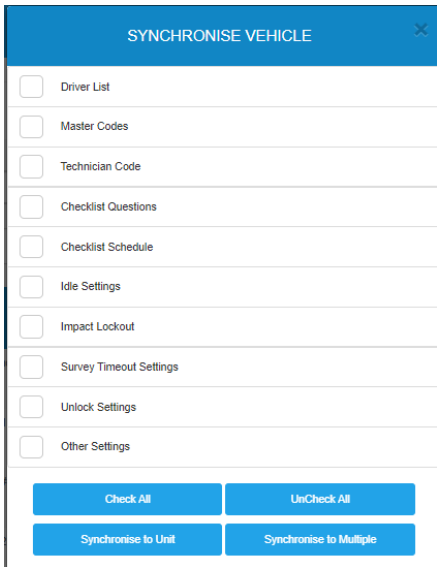
Synchronize vehicle:

When making any changes in the checklist section of a vehicle, you must synchronize to update the information.



Unlock vehicle:

It is an alternative to the supervisor when unlocking vehicles, you can unlock a vehicle from the dashboard with this button.





Copy vehicle:

You can copy the settings such as idle, checklist and other things to add them to a new vehicle.

COPY VEHICLE

General

Checklist

Service

Idle Timer

VOR

CUSTOMER DETAILS

Customer: AMP Robotics

Site: Portsmouth VA - US - EST (-05:00)

Department: Warehouse

VEHICLE DETAILS

Vehicle ID:

Serial No.:

Model: (Add New): Linde H30 Clamp

Comments:

MODULE DETAILS

GMTP ID:

Save

This allows you to a reset the

Reboot vehicle:

do to

vehicle's systems in case something has changed that needs to be updated.

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Reboot Vehicle

Send Drivers to

Drivers can be
equipment or
permission to

Are you sure you want to reboot vehicle?

Cancel

Yes, reboot it!

Unit/s:

blocked from driving specific
They can be provided
access equipment.

SYNCHRONISE DRIVERS

- Note: IDAUTH recommended for sending a few select drivers
- Note: FTP recommended for sending a large list of drivers
- Warning: FTP will clear the previous list of drivers and replace it with the newly saved list

Please select task to be done:

Store driver(s) to memory. (IDAUTH)

Please check the user(s) you want to send to the unit.
NOTE: Only the checked users are the ones that will be sent to the unit.

☐ Send Drivers in All Departments

☐ Warehouse

☐ Send All Drivers

☐ Andie Armstrong - Portsmouth

☐ Dom Luppino

☐ Kevin Papich

☐ Temp Driver

☐ Chandler Douglas

☐ Earl Smith - Portsmouth

☐ Lenny Powell

☐ Zak Flowers Portsmouth

☐ Dan Nelson

☐ John West

☐ Michael Gertsch - Portsmouth

☐ Derek Henry - Portsmouth

☐ Jordan Carlisle

☐ Remonze Hodges

Send Driver(s) to Unit

Send Driver(s) to Multiple Units

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Vehicle diagnostic information


- Display the vehicle hardware,
- the version of the expansion module,
- the last time the checklist was answered and;
- set up a formula to increase the possibility of a red level impact.

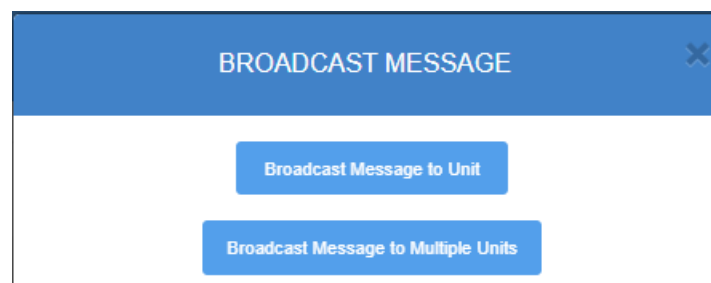
VEHICLE DIAGNOSTIC

Firmware Version	5.1.4E									
Kernel Build Date	01/09/2021 17:25:02 PDT									
Expansion Module Version	1.1.7									
Last PAR Update	18/04/2024 20:27:53 UTC									
CCID	89999112400714385022									
Timezone	-240									
Signal Strength	17									
Last Preop Check	18/04/2024 15:10:31									
Shock Threshold (FSSS)	80,000									
Red Impact Threshold (FSSX)	0 ⚠ Out of sync with database FSSX									
Database Red Impact Threshold	<input type="text" value="2,993,710"/>	<button>Sync</button>								
Modem Version	25.00.212									
CAN CRC	A89438FD									
APN	auto									
Hardware Version	MK3 (rev A hardware)									
G-Force required to cause impacts	<table><thead><tr><th>G-Force</th><th>Impact Level</th></tr></thead><tbody><tr><td>2.1g</td><td><div></div></td></tr><tr><td>4.7g</td><td><div></div></td></tr><tr><td>6.7g</td><td><div></div></td></tr></tbody></table>		G-Force	Impact Level	2.1g	<div></div>	4.7g	<div></div>	6.7g	<div></div>
G-Force	Impact Level									
2.1g	<div></div>									
4.7g	<div></div>									
6.7g	<div></div>									
Reset Unit Memory	<button>Reset Unit Memory</button>									



Sending Broadcast Messages to Vehicles

- Go to Vehicles, select this button  and then select broadcast message to unit or to multiple units.



- There are 2 options
- Depending on which option you choose, one of the other of these two windows will pop up next:

Option 1: Broadcast Message to Unit



BROADCAST MESSAGE TO UNIT ✕

Display a message of your choice to the selected machine LCD screen.

User may enter message text up to 100 characters including [space,a-z,A-Z,0-9,()!@#\$%&*?./,;][:*+] and other characters are specifically excluded.

Response Options

OK
▼

Priority

Normal
▼

Message

Send

Option 2: Broadcast Message to Multiple Units

BROADCAST MESSAGE TO MULTIPLE UNITS ✕

Display a message of your choice to the selected machine LCD screen.

User may enter message text up to 100 characters including [space,a-z,A-Z,0-9,()!@#\$%&*?./,;][:*+] and other characters are specifically excluded.

Response Options

OK
▼

Priority

Normal
▼

Message

Please select the vehicles.

☐ Select All Vehicles

<input type="checkbox"/> Truck 01 <input type="checkbox"/> Vehicle 04 <input type="checkbox"/> Vehicle 08 <input type="checkbox"/> Vehicle 12	<input type="checkbox"/> Truck 01 - Return to CIG <input type="checkbox"/> Vehicle 05 <input type="checkbox"/> Vehicle 09	<input type="checkbox"/> Vehicle 02 <input type="checkbox"/> Vehicle 06 <input type="checkbox"/> Vehicle 10	<input type="checkbox"/> Vehicle 03 <input type="checkbox"/> Vehicle 07 <input type="checkbox"/> Vehicle 11
--	---	---	---

Send

- You can change the options for the operators response in the dropdown on the left and the urgency can be set to 'normal' or 'urgent' using the dropdown on the right.
- 'Urgent' will cause the message to flash on the screen instead of just appearing.
- You can type in up to 100 characters in your message including spaces.



- In the 'Multiple Units' window, you can either click on the 'Quick Select' button to the left of "Select All Vehicles" to select all or you can Click on the specific operators you want to receive the message.
- Click send.

The message will go through to the screen if the equipment is currently turned on or will sit in the queue until it is turned on.

When the driver(s) respond, you will receive an email to your inbox with the response.

Additionally you can see all sent messages and responses captured in the 'Broadcast Message Report.' Refer image below.

Broadcast Message Report								
CUSTOMER	SITE	DEPARTMENT	START DATE	END DATE	Go			
		All Departments	09/01/2022 00:00	09/28/2022 16:11				
					Print Report	Email Report	Subscribe	Export to Excel
<div><div></div><div>This is a statistical tool designed to assist you. The accuracy of reports can vary marginally due to a number of circumstances.</div><div>All time units are in HH:MM:SS</div></div>								
Vehicle ID	Serial No	Driver Name	Type	Message Text	Response	Sent Time	Response Time	Display Time
B26	12482	-	Normal	bring this tugger to the cage ASAP	Waiting for the Response	26/09/2022 07:16:51	-	-