





**Note.** The Driver feature is available to Enterprise customers only. Contact your Account Manager for additional information.

When you click on a driver from the **Driver List**, the Driver card for the selected driver appears. With the Driver Card, you can view/edit the driver’s details, view camera events (only applicable to customers with the **Driveri** add-on option), assign a vehicle to the driver, and send a dispatch to the driver.

Andy 



Overview

Details 

FIRST NAME

Andy

LAST NAME

VEHICLE


Assign Vehicle


REFERENCE ID


0425


Contact


PHONE

Camera Events 

 **Follow Distance**  
Nov 30 2022 9:35AM

 **Speeding**  
Nov 30 2022 9:27AM

 **Speeding**  
Nov 30 2022 9:24AM

 **Other**

## Editing Driver Details

You can edit driver details from the Driver Card for the following items:

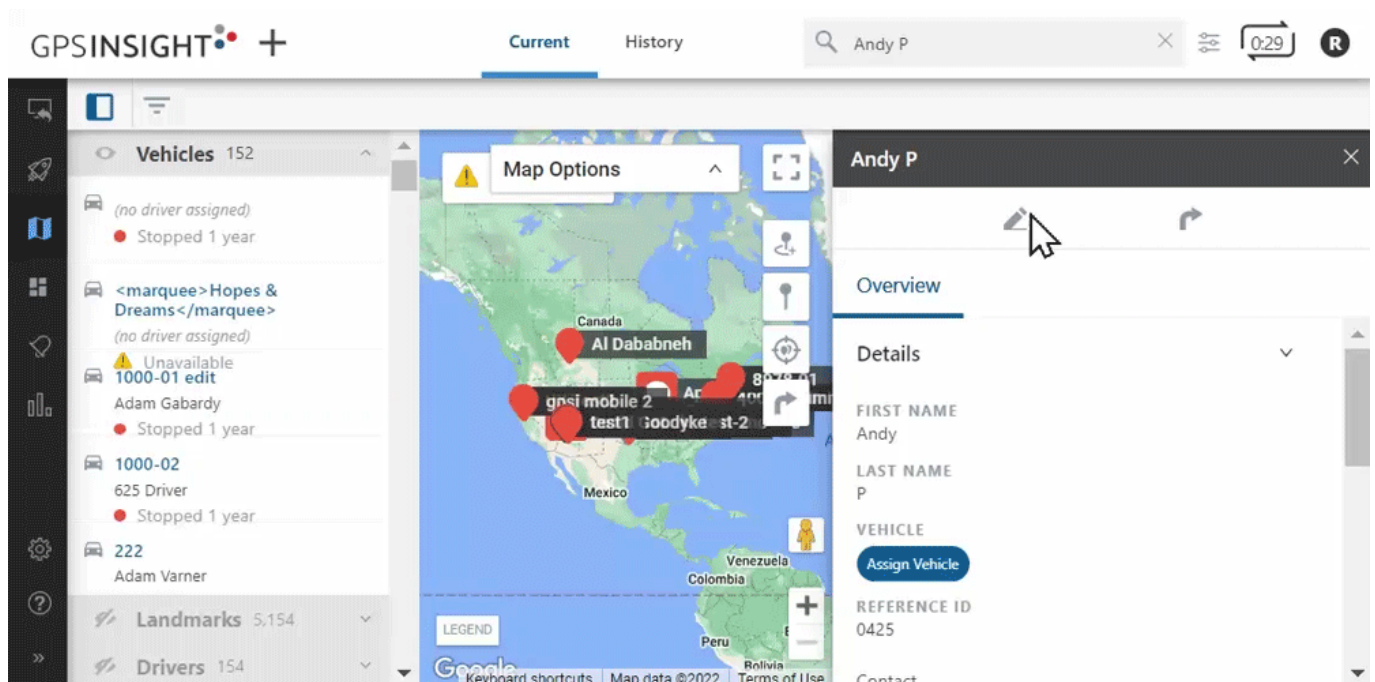
- First Name
- Last Name
- Reference ID (Optional)
- Country


- Timezone
- Email Address
- Phone Number
- Alert Preference



**Note.** You may also add the driver to a driver group, view Hierarchy membership, and view/assign a vehicle using the Edit feature of the Driver Card.

## ► How to edit driver details:



1. From the Driver Card, click the edit icon (  ).

The Edit Driver Details page appears (displayed from Classic Portal).

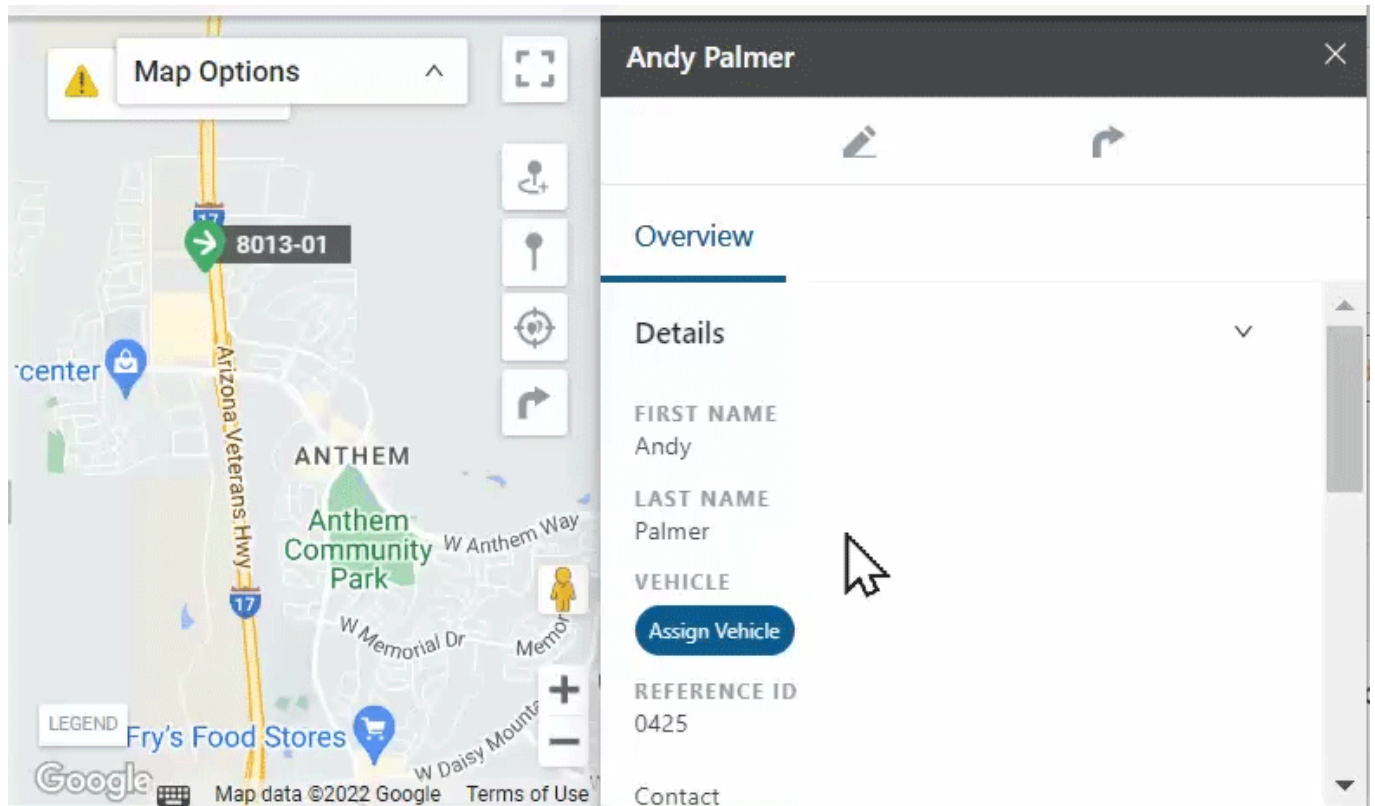
2. In the Edit Driver Details section, make your edits.
3. Click **Submit Changes**.

Driver details are updated.

## Assigning a Vehicle

You can assign a driver to a vehicle, change an existing vehicle assignment, and remove a vehicle assignment directly from the Driver Card.

## ► How to assign a driver to a vehicle:



1. From the Driver Card, under the Overview section, click **Assign Vehicle**.

The Assign Vehicle pop-up appears.

2. Use the Search for Vehicle field to locate and select the vehicle you would like to assign.
3. Click **Assign**.

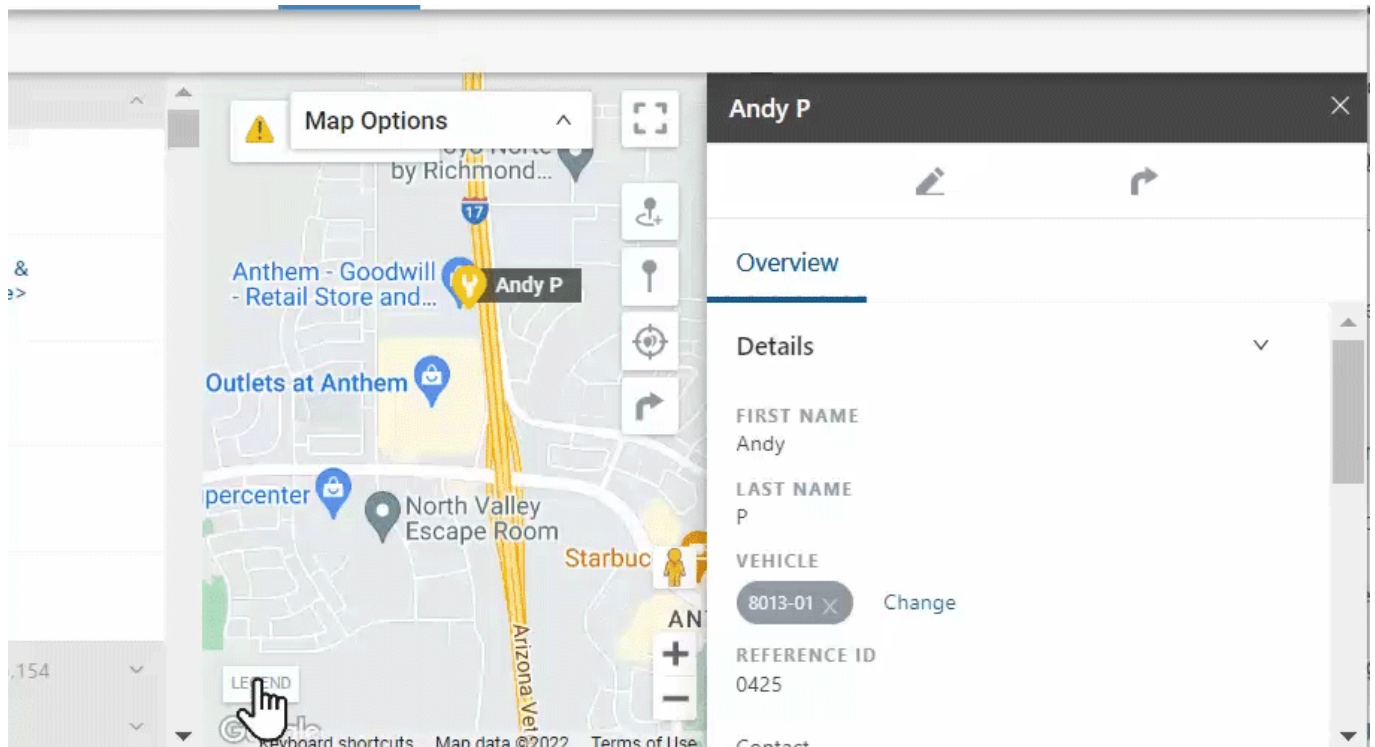
The vehicle is assigned.




**Note.** To change a vehicle assignment, click **Change** and follow the Steps #2-3 listed above. To remove the vehicle assignment, click **X** next to the existing vehicle assignment.

## Sending a Dispatch

### ► How to send a dispatch:



1. From the Driver Card, click the Send Dispatch icon (  ).

The Dispatch pop-up appears.

2. In the To: field, enter the driver's name or assigned vehicle label.
3. In the search field, enter landmark name, vehicle, address, or POI.
4. Click **Send**.

The dispatch is sent to the driver via the preferred contact method.