

For devices that support inputs, you can select inputs and define new switch inputs directly from the Portal.

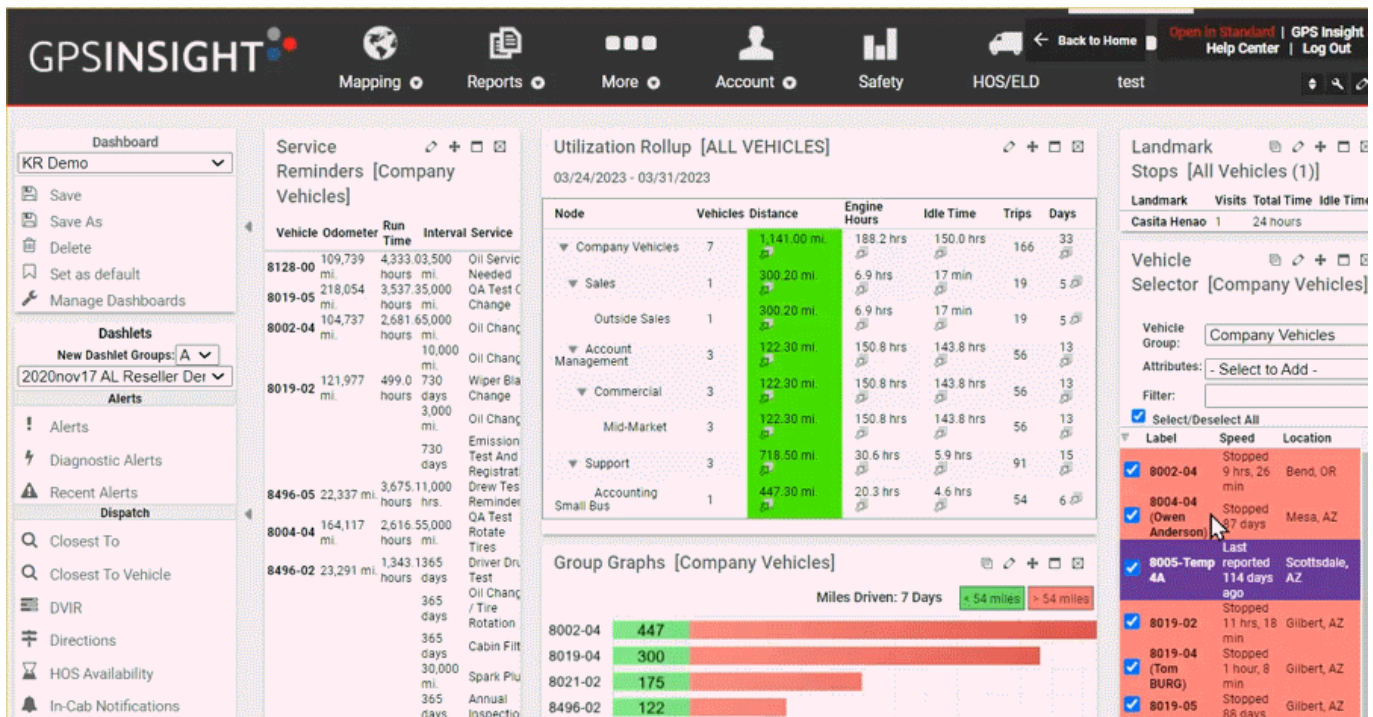


**Note.** The applicable input add-on must be installed for your supported device prior to selecting inputs in the Portal to collect and transmit the relevant input data.

## Selecting an Input

You can select switch inputs for existing vehicles equipped with supported devices directly from the Classic Portal.

### ► How to select an input:




The screenshot displays the GPSINSIGHT Classic Portal interface. The top navigation bar includes links for Mapping, Reports, More, Account, Safety, HOS/ELD, and test. The left sidebar contains a Dashboard menu with options like Save, Save As, Delete, Set as default, and Manage Dashboards. The main content area is divided into several sections: Service Reminders, Vehicle List, Utilization Rollup, and Landmark Stops. The Vehicle List section shows a table of vehicles with columns for Vehicle, Odometer, Run Time, Interval, and Service. The Utilization Rollup section shows a table of vehicles with columns for Node, Vehicles, Distance, Engine Hours, Idle Time, Trips, and Days. The Landmark Stops section shows a table of stops with columns for Landmark, Visits, Total Time, and Idle Time. The Vehicle Selector section on the right shows a list of vehicles with checkboxes for selection.

1. From the top navigation bar in the Classic Portal, click **Account**.

The drop-down menu expands.

2. Click **Manage Vehicles**, then **Open**.

The Manage Vehicles and Groups page appears.

3. In the Vehicle List section, locate the vehicle for which you would like to set up inputs and click the corresponding Edit icon (  ).

The Edit Vehicle Details page appears.

4. In the Switch Inputs section next to *Assign:*, click **Input**.

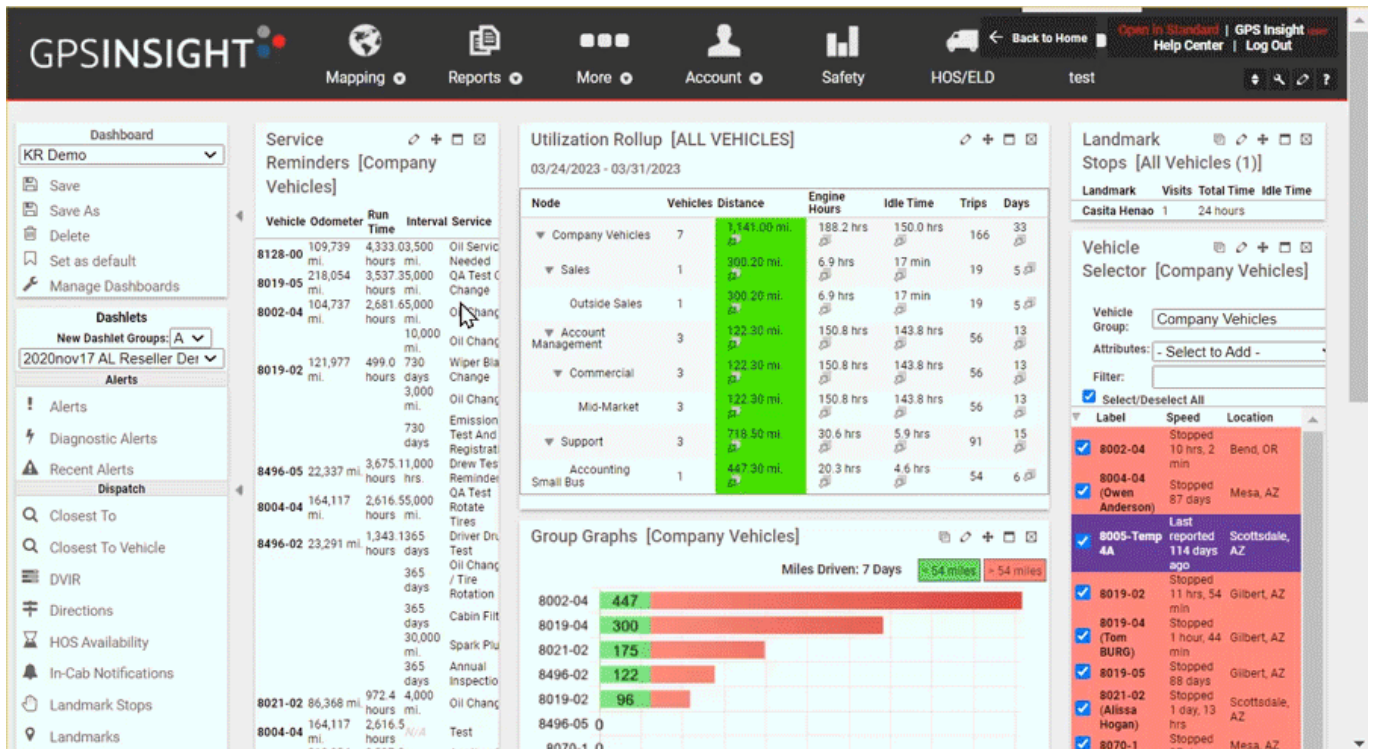
The Assign Input pop-up appears.

5. Use the drop-down next to the applicable input number (1-4) to select the switch for the input(s).
6. Click Assign.


## Defining a Switch

You can define switch inputs for existing vehicles equipped with supported devices directly from the Classic Portal.

### ► How to define a switch:



The screenshot displays the GPSINSIGHT Classic Portal interface. The top navigation bar includes links for Mapping, Reports, More, Account, Safety, HOS/ELD, and test. The left sidebar shows a dashboard with various tools like Save, Save As, Delete, Set as default, Manage Dashboards, Dashlets, Alerts, Recent Alerts, Dispatch, Closest To, Closest To Vehicle, DVIR, Directions, HOS Availability, In-Cab Notifications, Landmark Stops, and Landmarks. The main content area is divided into several sections: Service Reminders, Utilization Rollup, and Landmark Stops. The Utilization Rollup section shows a table of vehicle data, including Node, Vehicles, Distance, Engine Hours, Idle Time, Trips, and Days. The Landmark Stops section shows a table of stops with columns for Landmark, Visits, Total Time, and Idle Time. The right sidebar shows the Vehicle Selector and a list of vehicle stops.

1. From the top navigation bar in the Classic Portal, click **Account**.  
The drop-down menu opens.
2. Click **Manage Vehicles**, then **Open**.  
The Manage Vehicles and Groups page appears.
3. In the Vehicle List section, locate the vehicle for which you would like to define a switch and click the corresponding Edit icon (  ).  
The Edit Vehicle Details page appears.
4. In the Switch Inputs section next to *Define New*:, click **Switch**.  
The Enter Switch Information pop-up appears.
5. Enter the following information:

- Label
- On State
- Off State

6. Click **Create Input**.

7. You may then select the newly defined switch for the vehicle by following the steps listed under Selecting an Input.

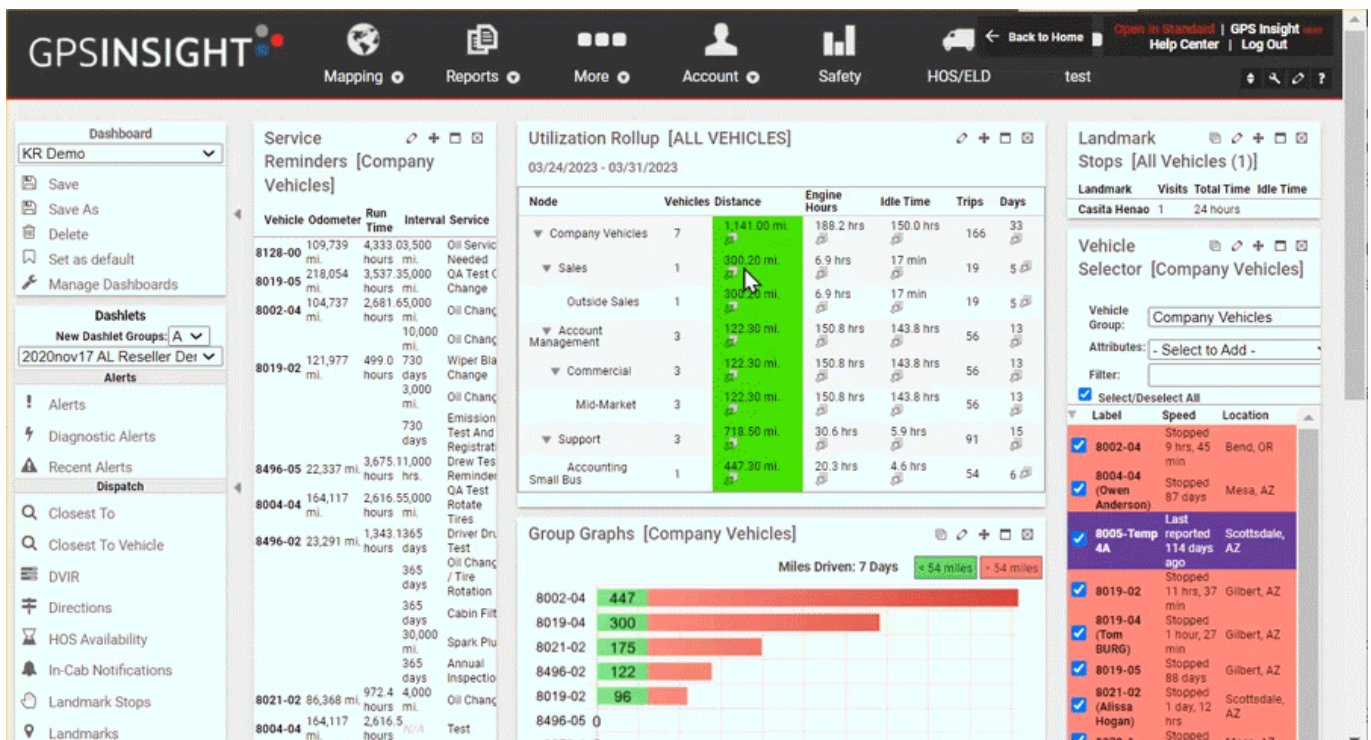
## Deleting an Input

You can delete switch inputs for existing vehicles equipped with supported devices directly from the Classic Portal.



**Note.** Inputs cannot be edited and instead must be deleted and then subsequently added. This is to avoid accidental changes that may affect input tracking across the fleet.

### ► How to delete an input:



The screenshot displays the GPSINSIGHT Classic Portal interface. The top navigation bar includes links for Mapping, Reports, More, Account, Safety, HOS/ELD, and test. The left sidebar shows a dashboard menu with options like Save, Save As, Delete, Set as default, and Manage Dashboards. The main content area is divided into several sections:

- Service Reminders [Company Vehicles]:** A table listing vehicle service reminders with columns for Vehicle, Odometer, Run Time, Interval, and Service. Vehicles listed include 8128-00, 8019-05, 8002-04, 8019-02, 8496-05, 8004-04, 8496-02, 8021-02, and 8004-04.
- Utilization Rollup [ALL VEHICLES]:** A table showing utilization data for all vehicles from 03/24/2023 to 03/31/2023. Columns include Node, Vehicles, Distance, Engine Hours, Idle Time, Trips, and Days. Vehicles are grouped by Company, Sales, Account Management, Commercial, Mid-Market, Support, and Accounting.
- Landmark Stops [All Vehicles (1)]:** A table listing landmark stops with columns for Landmark, Visits, Total Time, and Idle Time. The entry is Casita Henao with 1 visit and 24 hours.
- Vehicle Selector [Company Vehicles]:** A section for selecting vehicles, including a dropdown for Vehicle Group (Company Vehicles) and a list of attributes.
- Group Graphs [Company Vehicles]:** A bar chart showing miles driven for 7 days for various vehicles, with a legend indicating miles driven (54 miles).


1. From the top navigation bar in the Classic Portal, click **Account**.

The drop-down menu expands.

2. Click **Manage Vehicles**, then **Open**.



The Manage Vehicles and Groups page appears.

- In the Vehicle List section, locate the vehicle for which you would like to delete an input and click the corresponding Edit icon (  ).

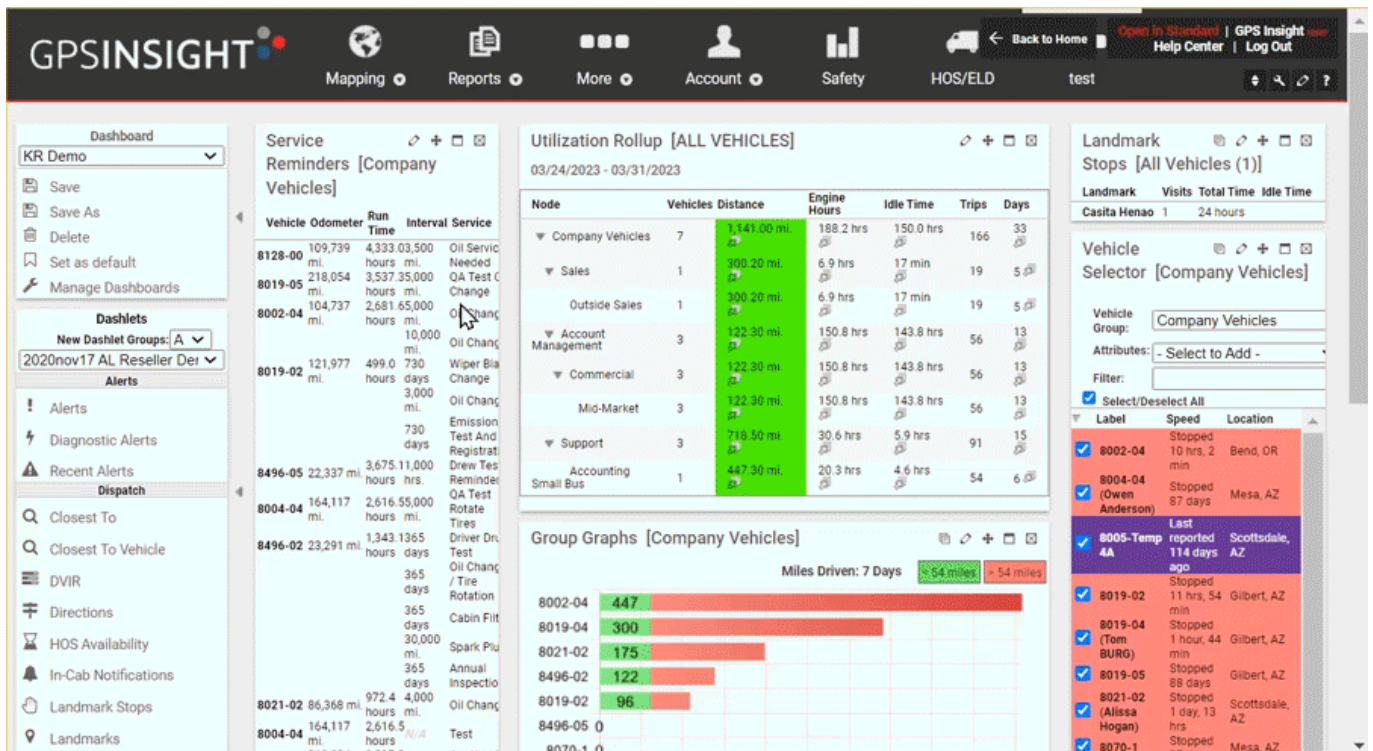
The Edit Vehicle Details page appears.

- In the Switch Inputs section, click the delete icon (  ) corresponding to the input you would like to delete.

## Selecting Inputs for New Vehicle Registration

You can select inputs while registering a new vehicle with a supported device in the Classic Portal.

### ► How to select inputs for a vehicle during registration:



The screenshot shows the GPSINSIGHT Classic Portal interface. The top navigation bar includes links for Mapping, Reports, More, Account, Safety, HOS/ELD, and test. The main content area is divided into several sections:

- Dashboard:** KR Demo, Save, Save As, Delete, Set as default, Manage Dashboards.
- Service Reminders [Company Vehicles]:** A table listing vehicle details and service reminders. The table has columns: Vehicle, Odometer, Run Time, Interval, and Service. The highlighted row is 8002-04, showing a service reminder for Oil Change.
- Utilization Rollup [ALL VEHICLES]:** A table showing utilization data for all vehicles. The table has columns: Node, Vehicles, Distance, Engine Hours, Idle Time, Trips, and Days. The highlighted row is 8002-04, showing utilization data for Company Vehicles.
- Group Graphs [Company Vehicles]:** A bar chart showing miles driven for 7 days. The chart has a title 'Miles Driven: 7 Days' and a legend for 54 miles.
- Landmark Stops [All Vehicles (1)]:** A table showing landmark stops. The table has columns: Landmark, Visits, Total Time, and Idle Time. The highlighted row is Casita Henao, showing 1 visit and 24 hours.
- Vehicle Selector [Company Vehicles]:** A section for selecting a vehicle group. The dropdown menu is set to 'Company Vehicles'.

- From the top navigation bar in the Classic Portal, click **Account**.

The drop-down menu expands.

- Click **Manage Vehicles**, then **Open**.

The Manage Vehicles and Groups page appears.

- In the Vehicle List section, next to *Register New*, click **Vehicle**.  
The Register New Vehicle pop-up appears.

- Enter the relevant information and click the checkbox next to *This vehicle uses inputs*.

The Switch Inputs menu appears providing options for Inputs 1-4.

5. Select the applicable inputs using the drop-down menus or create a new switch by clicking **New Switch**.
6. Click **Register Vehicle** when you have completed the registration form.