

# Reports

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# How to export a report to pdf or csv?

The screenshot shows the TRAK'N GO web interface. On the left is a sidebar menu with options: Dashboard, Assets, Vehicles, Geofences, Alerts, Groups, User Management, Reports (highlighted), and Account. The main header is blue with the TRAK'N GO logo, a 'How-to Videos' link, and 'REPORT' and 'LOGOUT' buttons. Below the header is a 'Reports' section with tabs for VEHICLE SUMMARY, MOVEMENT, STATIONARY, ALERT, GEOFENCE, NOTIFICATIONS, TEMPERATURE, VEHICLE HISTORY, BEACON MOVEMENT, and KEY HISTORY. The 'VEHICLE SUMMARY' tab is active, displaying a 'Vehicle Summary Report' table. The table has columns: Type, Name, Registration No., Vehicle Details, Distance, Ignition Time, Tow Time, Idle Time, and Stopped Time. It contains two rows of data for 'Demo 1' and 'Demo 2'. Above the table, there are icons for search, filter, and export. The export icons are a document (PDF) and a download (CSV), both highlighted with yellow boxes and numbered '1' and '2' respectively. A yellow circle with the number '2' is also placed below the table.

Type	Name	Registration No.	Vehicle Details	Distance	Ignition Time	Tow Time	Idle Time	Stopped Time
Car	Demo 1	DEMO-EX1	2020 Hilux Toyota White	2327,369 KMs	05:19:58:20	00:00:00	00:05:42:14	00:15:07:00
Car	Demo 2	DEMO-EX2	2020 Hilux Toyota White	2333,591 KMs	05:20:20:32	00:00:00	00:06:44:10	00:15:06:54

Generate a report first. Then

1. Click this icon to export to PDF.
2. Or Click this if you want to export to a csv.

For Temperature and Beacon Movement reports look for these buttons instead.



# What is Vehicle Summary report?

Vehicle Summary report gives you the following information on vehicles between two dates:

- total distance
- total ignition time
- total tow time
- total idle time
- total stopped time

It is useful if you are looking for figures on:

- How much distance did a vehicle travel?
- How long was it driving/towed/idling/stopped for?

# What is a Movement Report?

Movement report gives you all the driving and towed events for a vehicle. The movement report gives you the following information on these movement events:

- Movement type
- Movement time
- Start location
- Stop location
- Total distance covered by the movement
- Total duration of the movement
- Logbook notes

It is useful if you are looking for:

- All movement events for a vehicle

# What is a Stationary Report?

Stationary report gives you all the idle and stopped events for a vehicle. The stationary report gives you the following information on these stationary events:

- Stationary type
- Stationary time
- Location
- Total duration of the event
- Logbook notes

It is useful if you are looking for:

- All stationary events for a vehicle

# What is a Alert Report?

Alert report gives you all notifications generated by an alert being triggered. The report will give:

- Time alert was triggered
- Vehicle details that triggered the alert
- Location of the vehicle when the alert was triggered

It is useful if you are looking for:

- All the vehicles that have triggered one alert.

# What is a Geofence Report?

Geofence report gives you all notifications generated by a geofence being triggered. The report will give:

- Time geofence was triggered
- Vehicle details that triggered the geofence
- Whether geofence was entered or exited
- Location of the vehicle when the geofence was triggered

It is useful if you are looking for:

- All the vehicles that have triggered one geofence.

# What is a Notifications Report?

Notifications report gives you all notifications generated by a vehicle(geofences or alerts). The report will give:

- Time notification was created
- Details of alert or geofence
- Timeslot of geofence (if notification was of a geofence)
- Location of the notification

It is useful if you are looking for:

- All the alerts or geofences that have been triggered by vehicle



# What is a Temperature Report?

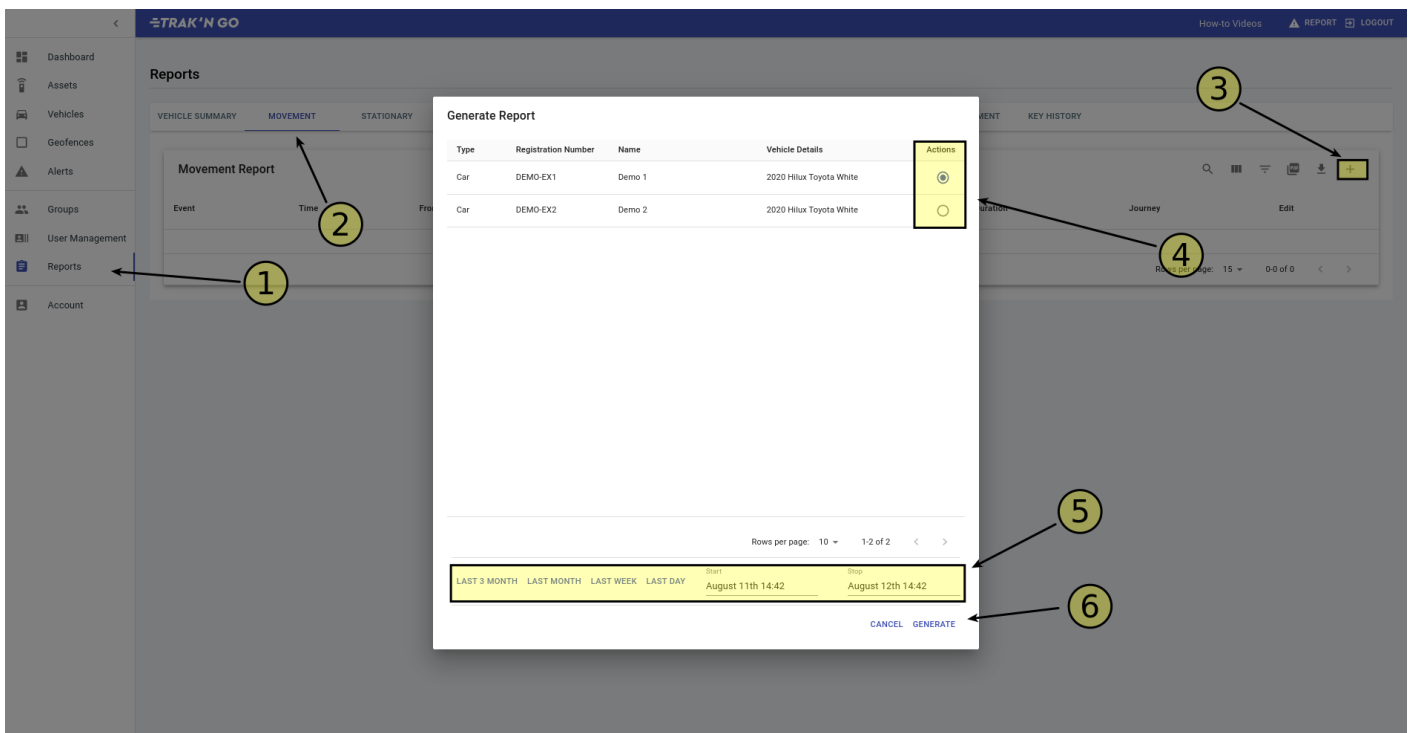
Note: This report requires temperature probe to be installed.

Temperature report gives you a temperature graph for a vehicle.

# What is a Vehicle History Report?

Vehicle history report is primarily for knowing when the vehicles were added to your account.

# How to generate a report?



1. Make sure you are on the Reports page.
  2. Make sure you are on the appropriate tab for the report that you are after.
  3. Click the indicated + button.
- NOTE - For Temperature and Beacon Movement report, click the following button instead.

**GENERATE REPORT**

4. Select one vehicle for the report.
- NOTE - For Vehicle Summary report, you can select multiple vehicles.
- NOTE - For Vehicle History report, this step is skipped.
5. Select a start and stop time. You can also use the quick fill buttons for this.
  6. Click GENERATE to create the report.

# How to filter results of a report?

The screenshot displays the TRAK'N GO Reports interface. The left sidebar contains navigation links: Dashboard, Assets, Vehicles, Geofences, Alerts, Groups, User Management, Reports, Account, and Help/Wiki. The main content area is titled 'Reports' and features a tabbed interface with options: VEHICLE SUMMARY, MOVEMENT, STATIONARY, ALERT, GEOFENCE, NOTIFICATIONS, TEMPERATURE, VEHICLE HISTORY, BEACON MOVEMENT, and VEHICLE HISTORY. The 'STATIONARY' tab is selected, showing a 'Stationary Report: Demo 1 - DEMO-EX1'. A table lists events with columns: Event, Time, Location, Duration, and Journey. A filter dropdown is open, showing 'Event' set to 'Stopped' and 'Location' set to 'All'. Numbered callouts indicate the steps: 1. Click the filter button, 2. Select the filter, and 3. See the applied filters.

Event	Time	Location	Duration	Journey
Stopped	14:12:27 24 Aug 2022	Derrilin Road, Ingle Farm SA	00d:00h:01m:00s	
Stopped	14:12:27 24 Aug 2022	Jonal Drive, Cavan SA	00d:00h:01m:30s	
Stopped	14:12:27 24 Aug 2022	Cormack Road, Wingfield SA	00d:00h:02m:00s	
Stopped	14:12:27 24 Aug 2022	Davis Street, Wingfield SA	00d:00h:02m:30s	
Stopped	14:12:27 24 Aug 2022	Prospect Road, Kilburn SA	00d:00h:00m:31s	
Stopped	14:12:27 24 Aug 2022	Prospect Road, Kilburn SA	00d:00h:01m:30s	
Stopped	14:12:27 24 Aug 2022	Derrilin Road, Ingle Farm SA	00d:00h:01m:00s	
Stopped	14:12:27 24 Aug 2022	Jonal Drive, Cavan SA	00d:00h:01m:30s	
Stopped	14:12:27 24 Aug 2022	Cormack Road, Wingfield SA	00d:00h:02m:00s	
Stopped	14:12:27 24 Aug 2022	Davis Street, Wingfield SA	00d:00h:02m:30s	
Stopped	14:12:27 24 Aug 2022	Prospect Road, Kilburn SA	00d:00h:00m:30s	
Stopped	14:12:27 24 Aug 2022	Prospect Road, Kilburn SA	00d:00h:01m:31s	
Stopped	14:12:27 24 Aug 2022	Derrilin Road, Ingle Farm SA	00d:00h:01m:00s	
Stopped	14:12:27 24 Aug 2022	Jonal Drive, Cavan SA	00d:00h:01m:30s	
Stopped	14:12:27 24 Aug 2022	Cormack Road, Wingfield SA	00d:00h:02m:00s	

After you have generated a report.

1. To apply a filter, click the indicated button.
2. Select from the provided filter. The results will be instantly filtered.
3. You will see the applied filters here.