

## User Guide for Garmin Dispatch, Messaging and Navigation


### Device installation


- 1) When installing the Garmin unit, two connections must be made.
  - a. Power – The Garmin comes from the factory with a cigarette lighter adapter for power. If you would prefer to hardwire the unit we do not recommend cutting off this adapter. Instead, we recommend that you purchase a female cigarette lighter adapter and hardwire it under the dash. Then plug in the unit and wrap with tape.



- b. Data – Connect the two DB9 connectors. One is found on the SmartAntenna and one is found on the Garmin cable. Secure so that the connectors cannot come apart.

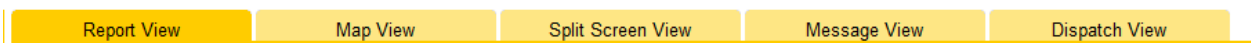


- 2) If the Garmin turns on but displays a  symbol in the upper right corner then look for the following.
  - a. The Garmin must have external power when connected to the SmartAntenna.
  - b. The data cable must be connected and the SmartAntenna must have power.

- 3) If the  does not appear and the Dispatch button appears as your first option then you should be set to go.
- 4) It is important to know that the Garmin has its own GPS antenna for navigation. This Antenna should be flipped open and must have line of sight to the sky. If the unit is mounted under the dash and has difficulty obtaining a satellite, either move the unit or you can purchase an external antenna that can be mounted on the windshield of the vehicle.

### Sending and Receiving

- 1) Your account has to be configured to allow you to see the required screens. If configured correctly you should see the following tabs across the top of your screen.



2) Before you can send a message, you must perform two tasks.

- i. Select Vehicles from the drop down and click the Manage button.

[My Profile / Logoff / Home](#)

Vehicles

- ii. Select the vehicle the Garmin was installed in and place the name of the vehicle into the field marked VIN. Hit the Update button. Not the Vehicle Name field. The Vehicle Name field will be modified automatically after the next step.

Vehicle Name:

License Plate:

VIN:

State:

- iii. Select Drivers from the dropdown list and click the Manage button.

- iv. Click the New button to add a driver.

Driver information:

Driver ID:	<input type="text" value="000005"/>	Start Date:	
Pin:	<input type="text" value="1120"/>	Address:	
First Name:	<input type="text"/>	City:	
Last Name:	<input type="text"/>	State:	
SSN:	<input type="text"/>	Zip:	
Status:	<input type="text" value="Activated"/>		

Vehicle assignment:

Fleet:  VIN:

- v. Type in the drivers first and last name. Next go to the VIN drop down and select your vehicle from the list. When you hit save this driver will be assigned to this vehicle and the vehicle name will automatically be set to (first name last name – VIN).

Now you can go to the message tab. You should see the name of the driver you just entered in the drop down box.

Send message

Fleet: Dispatch To: Andrew Petrov  Info  Read Receipt  Question Yes/No

Content:

Send

9/17/2008 Mail Update auto-update Updated: 2:07:36PM

- vi. Pick a driver and a message type. If you select Read Receipt the driver will be prompted to hit an ok button and you will see a read notification. If you select Question the driver will be given the option to select Yes or No as a response to your question.
- vii. When you hit the send button your message will be placed into the outbox. The outbox will display information about this message as different events happen. You will also see the read receipt and the answer to your question in the out box as that information is received.
- viii. Incoming messages will appear in the inbox. You can reply to incoming messages.