

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

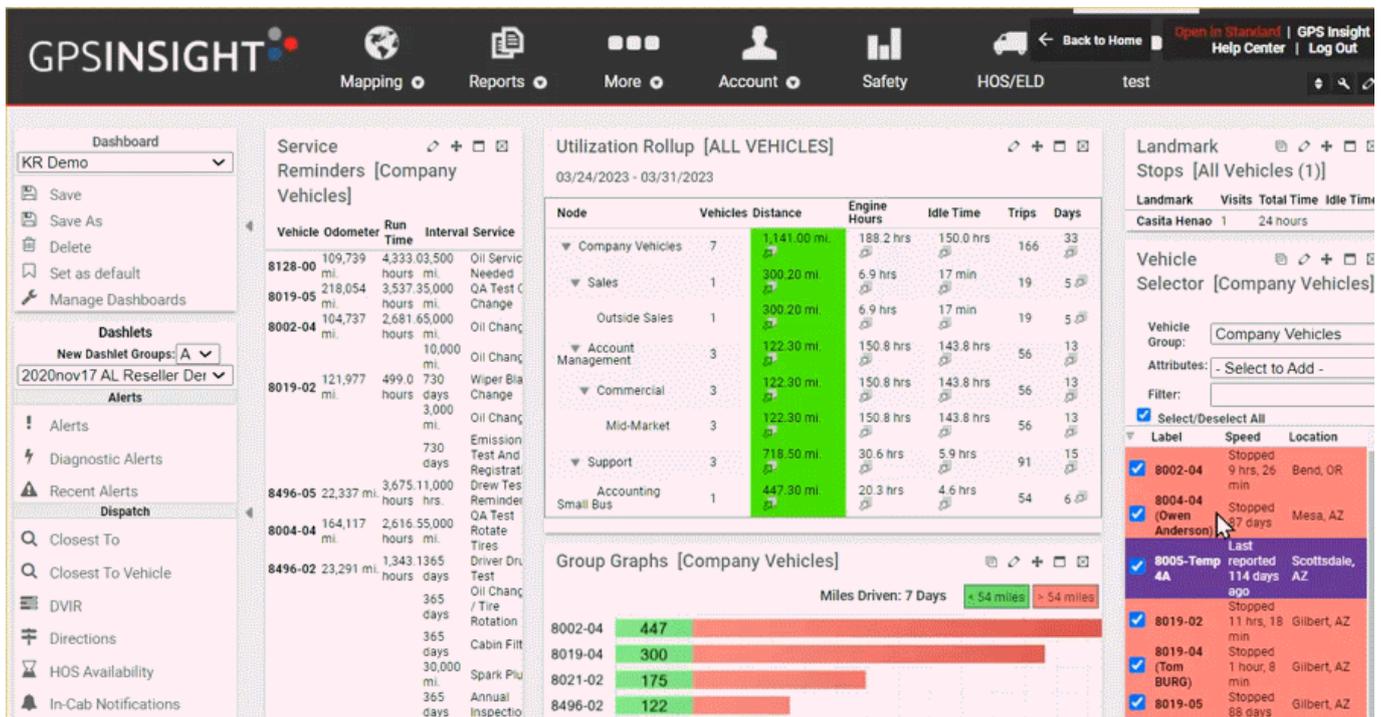


**Note.** The applicable input add-on must be installed for your supported device prior to selecting inputs in the Portal to collect and transmit the relevant input data.

## 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:



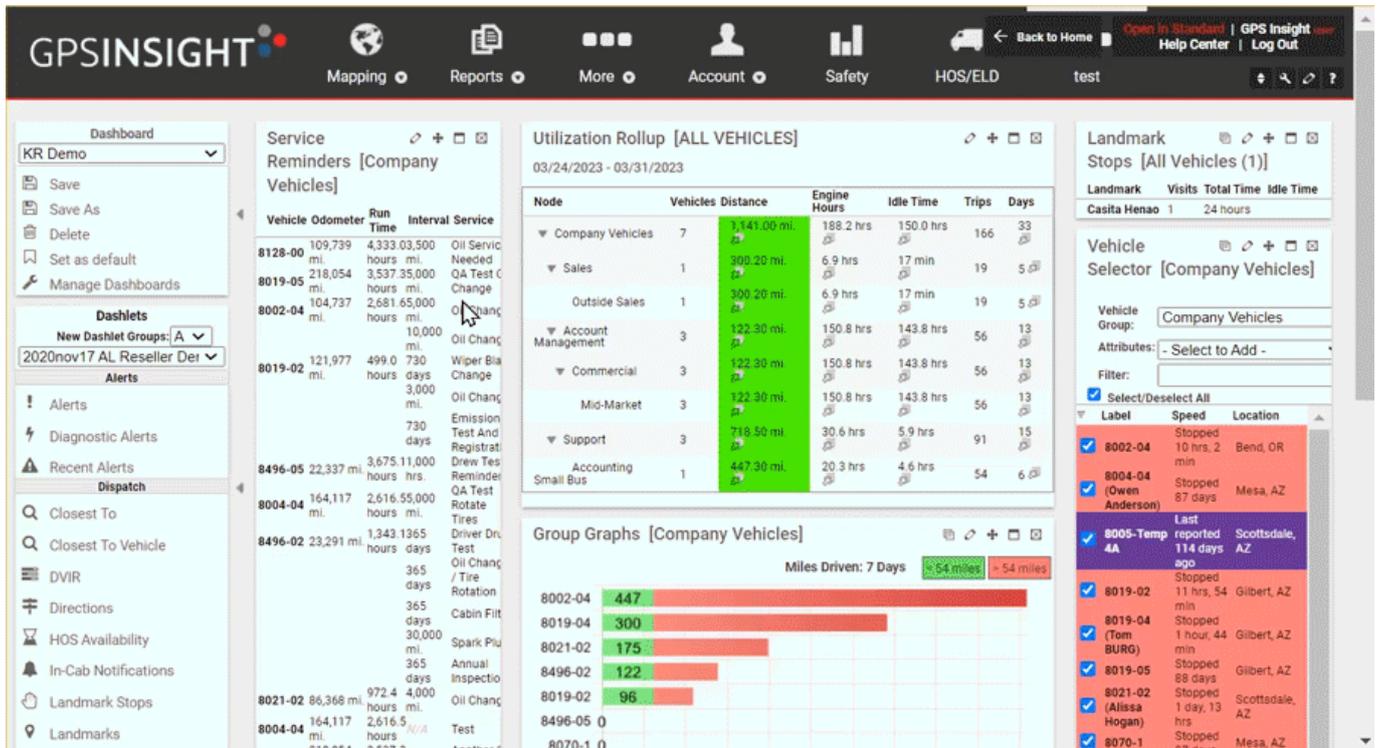
1. From the top navigation bar in the Classic Portal, click **Account**.  
The drop-down menu expands.
2. Click **Manage Vehicles**, then **Open**.  
The Manage Vehicles and Groups page appears.
3. In the Vehicle List section, locate the vehicle for which you would like to set up inputs and click the 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:



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 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 'Mapping', 'Reports', 'More', 'Account', 'Safety', 'HOS/ELD', and 'test'. The main content area is divided into several sections: 'Dashboard' (KR Demo), 'Service Reminders [Company Vehicles]', 'Utilization Rollup [ALL VEHICLES]' (03/24/2023 - 03/31/2023), 'Landmark Stops [All Vehicles (1)]', and 'Vehicle Selector [Company Vehicles]'. The 'Utilization Rollup' table shows data for various vehicle groups, with the 'Distance' column highlighted in green. The 'Vehicle Selector' table shows a list of vehicles with their status and location. The 'Group Graphs [Company Vehicles]' section shows a bar chart of miles driven for 7 days, with a range from 96 to 447 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.

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

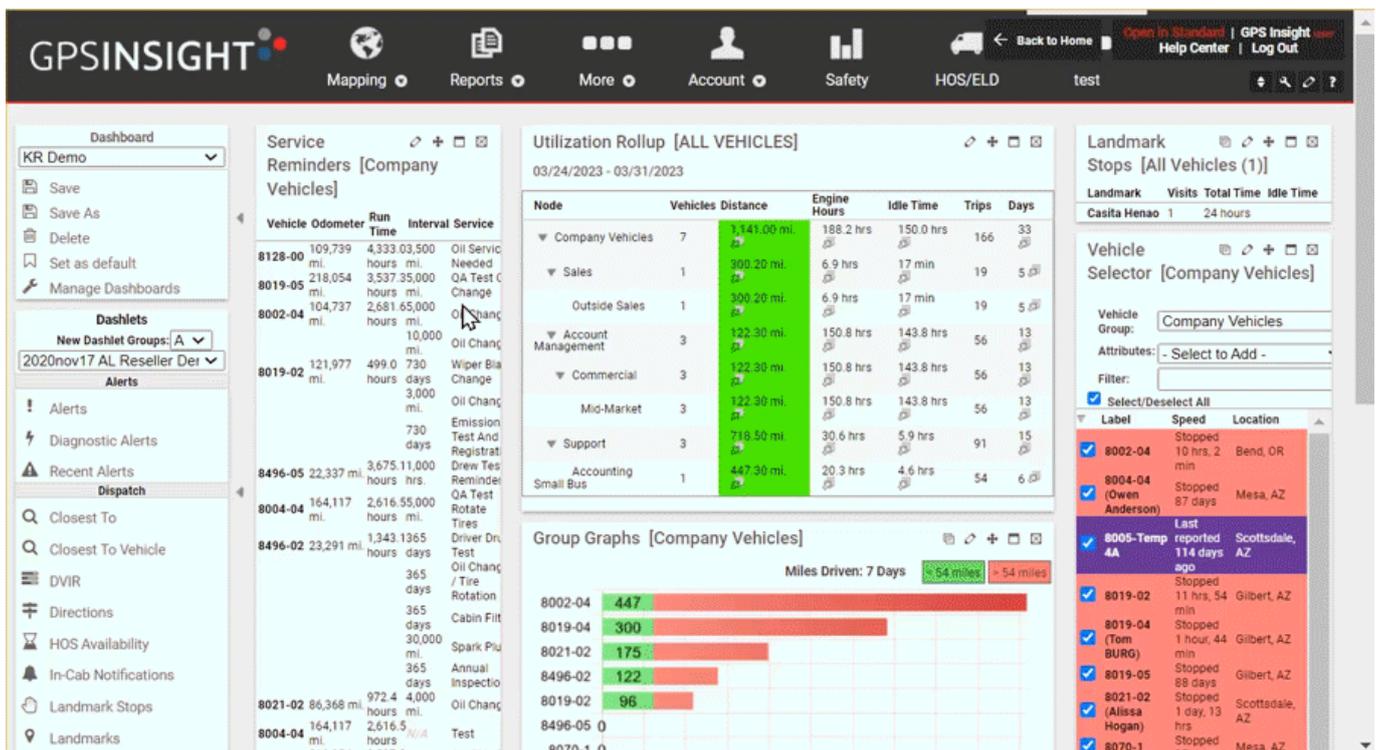
The Edit Vehicle Details page appears.

4. 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:



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, next to *Register New:*, click **Vehicle**.

The Register New Vehicle pop-up appears.

4. 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.