



**Mission Control User Guide for  
Google Map**

# Welcome to the Google Map!

## Introduction

The Maps tab in the etrace web portal gives you a summary map view of the current location of your mobile worker, and also shows the location of all Jobs and Locations for your company.

etrace Web application is now available with the Google Map. The new map allows you to navigate through the Workers, Jobs or Locations in a much faster and better way. etrace has also integrated some new features which will enhance the ability of your day to day map navigation.

This user guide will walk you through the various features and the functionality of the Google Map integrated with your etrace application.

## New Features Added

etrace application has retained all the existing features of the old map and has added few extra features as follows:

1. **Draggable Zoom In icon** – Allows you to drag on any part of the map to get the zoomed view of that particular area.
2. **Street View (Pegman icon)** – Allows you to get the street view of the locations of your mobile workers.
3. **Animate Route** – Allows you to get the animated view of the route of your mobile worker.

## Login


Login to [www.etrace.com](http://www.etrace.com) using the Username, Password and Company id.

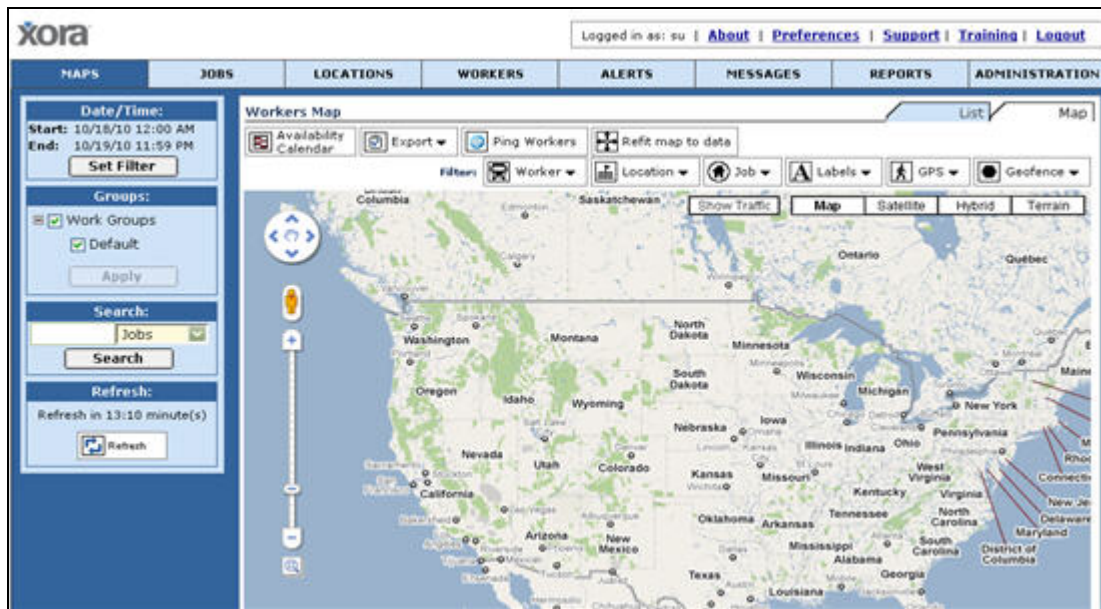
## Maps Tab

The Maps tab gives you a map view of where your mobile workers are currently located, and also shows the location of all Jobs and Locations for your company. The map will automatically zoom in to show the filtered data. Follow the items below to navigate around this map and all other maps in Web Portal. Click on the

“Maps”  tab from the etrace web portal.

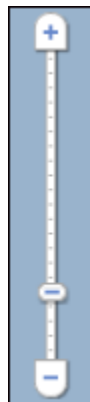
You can view the map in **Traffic, Map, Satellite, Hybrid** and **Terrain** view.

Click on the  icon at the top right corner of the map screen to get the traffic updates displayed on the map.




## Zoom Toolbar

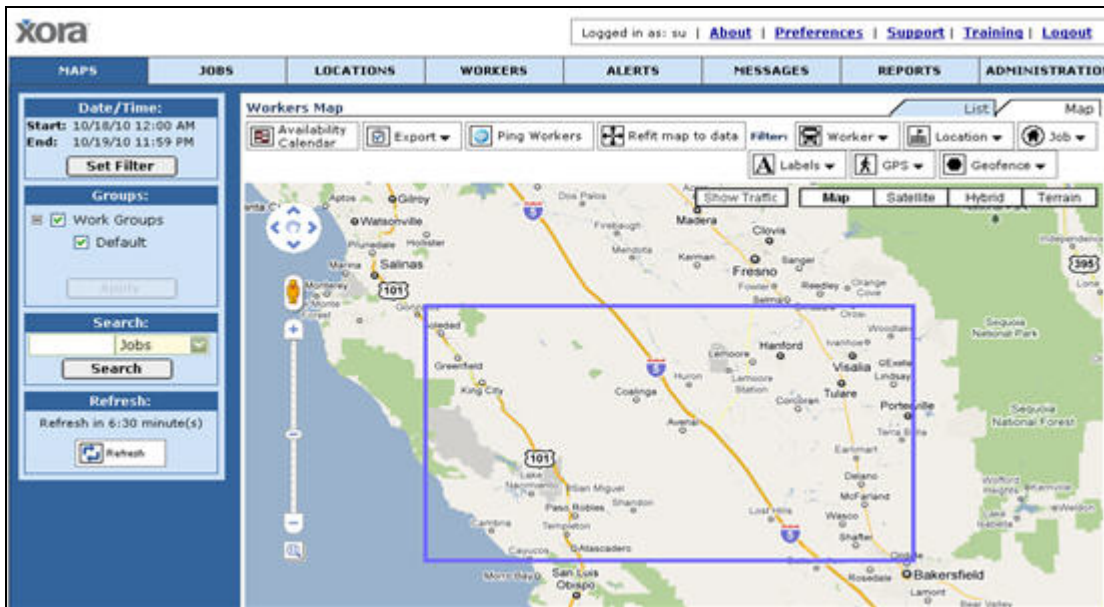
The zoom toolbar is displayed on the upper left-hand side of the map. Use the zoom toolbar to zoom in and out of the map for either a close-up or large-scale view.



- **To zoom in**, click above the current position of the marker on the zoom toolbar or click the + icon.
- **To zoom out**, click below the current position of the marker on the zoom toolbar or click the – icon.

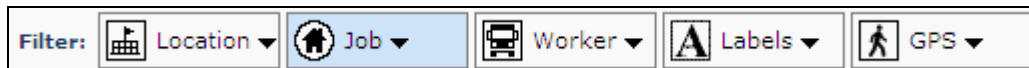
You can also zoom in or out of an area by scrolling in or out with the mouse wheel; or, double click a spot on the map to do a quick zoom.

You can also click on the **Drag Zoom In** icon  just below the Zoom toolbar. Then drag on any portion of the map to display the zoomed view of that selected area.



## Icon Filters

Icon filters are displayed in the upper right hand side of the map, allowing you to show or hide map icons for certain events and actions. To show or hide specific map icons, select the icon group you want and click or unclick the necessary groups or actions.

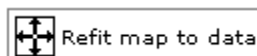


## Draggable Maps

"Draggable maps" allow you to move around any of the maps in etrace quickly and easily. To view an adjacent area of a map, "grab" the map by clicking and holding down the left mouse button. As you hold down the button, move the mouse as if your hand was on the map, "dragging" the map to the area you would like to view. A moment after "dragging" the map, updated icons will appear for your workers, locations and jobs.

## Refit Map to Data

This is a helpful tool to see all of your data after zooming in on a particular area. Click on this icon to zoom out and redraw the map so that all jobs and workers are displayed on the map.



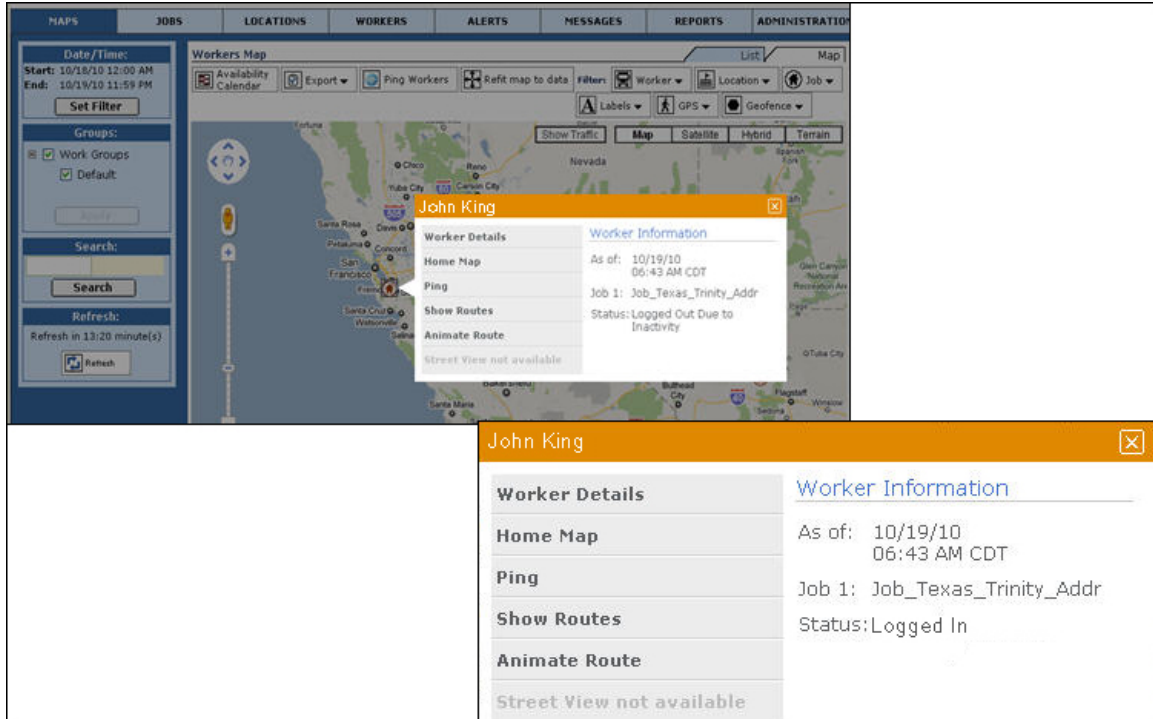
## Limited Items

To make sure the maps are fast and easy to use, the web application will display no more than 1000 items of any given type at one time. For example, if a map has 1500 Locations and 200 jobs, the map will display 1000 Locations and 200

jobs. The map will also display a warning message at the bottom of the map, notifying the user that not all of the locations are displayed. To ensure that all necessary items are viewable, either zoom into a specific geographic area or use the Group and Location filters to restrict items displayed on the map.

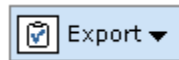
## Map Icon Menu

Whenever you see a map in etrace, you can click on any icon on that map to display the information attached to that icon (such as Location, Worker, or Job) and bring up a pop-up menu. In the pop-up menus, you will find quick links to the different options attached to the icon.



## Export Map

The **Export Map** feature allows you to view data from etrace Mission Control in Google Maps or Google Earth. This lets you view saved Locations, Job sites and Worker positions from etrace within the specialized Traffic, Satellite and Street View maps supplied by Google. To export a map from any map screen, click the **Export** button located above the Zoom toolbar in the map you are looking at.

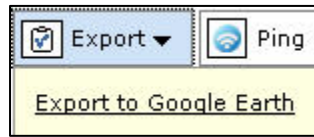


## Exporting a map to Google Maps or Google Earth

To export a map into Google Maps:

1. Open the etrace map you want to export.

2. Click the **Export** button above the Zoom toolbar. A menu will appear below the Export Button.



## Exporting a map to Google Earth

To view etrace data in Google Earth, your computer must have the Google Earth software installed on it.

### To download and install this free program:

1. Go to the Google Earth website at <http://earth.google.com/>
2. Click the **Download Google Earth** button. A new web page will appear with the user's agreement.
3. Click **Agree and Download** after reading and the terms of service. A small pop-up will appear, asking if you want to save Google Earth to your



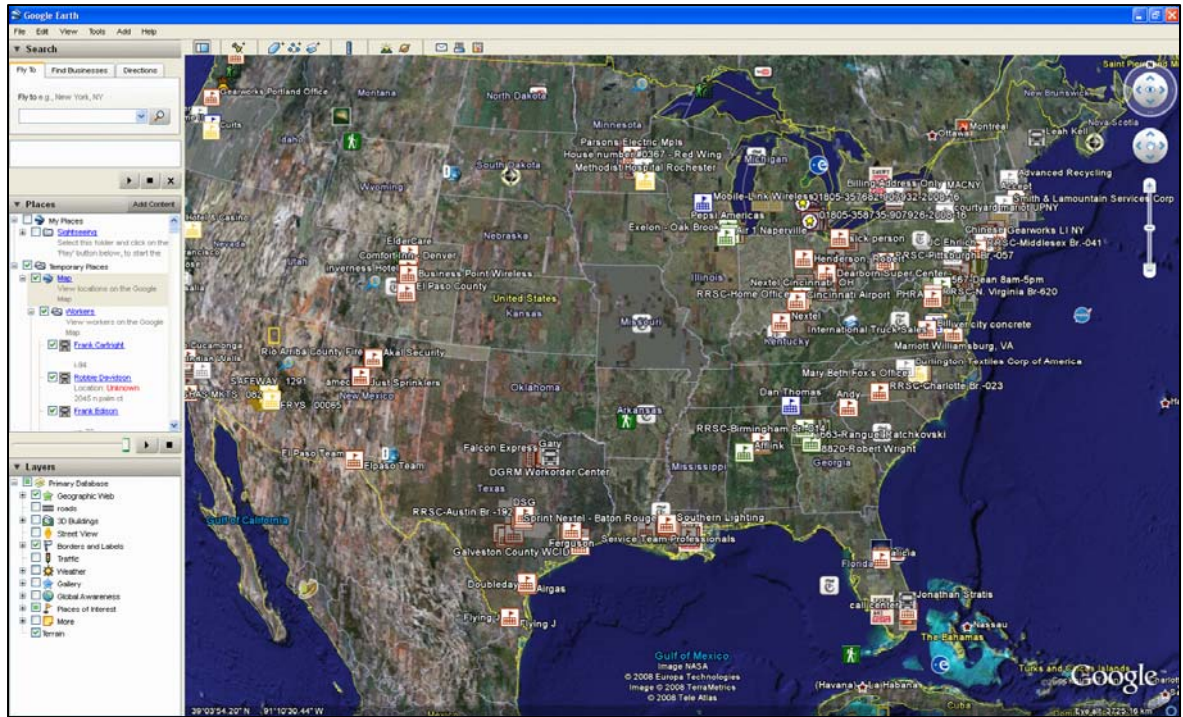
computer.

4. If using the Firefox browser, click **Save File**. When the file is done downloading, double-click the file to open and run it. If using Internet Explorer, click **Run** twice.
5. The Google Updater will download and install Google Earth on your computer.
6. When the Installation is complete, click **Run Google Earth** to open Google Earth right away or **Cancel** to wait.

### To export a map for use in Google Earth:

1. Open the map you want to export from etrace in Mission Control.
2. Click the **Export** button found above the Zooming toolbar. A menu will appear below the Export Button.
3. Click on the **Export to Google Earth** option. A small window will appear asking if you would like to save the file to your computer.
4. If using the Firefox Browser, click **Save to Disk**. In Internet Explorer, click **Save** twice.

5. The file will now download onto your computer.



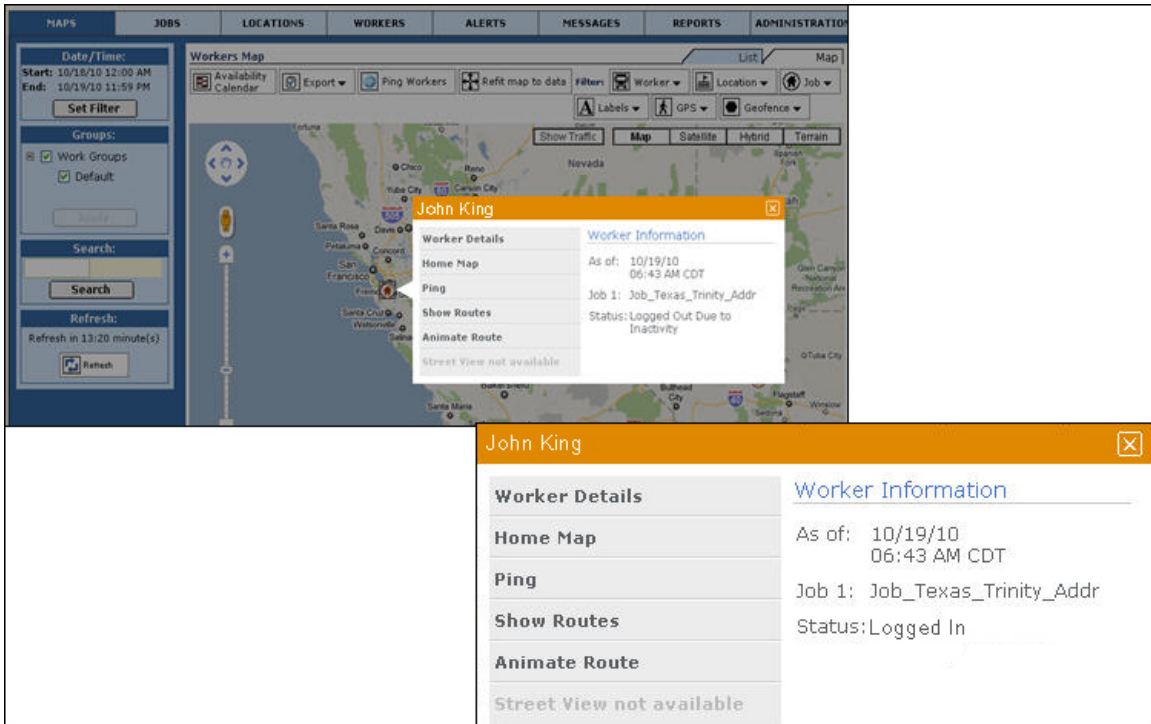
6. When finished downloading, double-click the file to open the file in Google Earth.

\*\*\* Once map data is exported from Mission Control, it will not be updated as workers/jobs/etc. move or change status. To view updated map information you must re-export the map to Google Maps or Earth.

## Workers Map

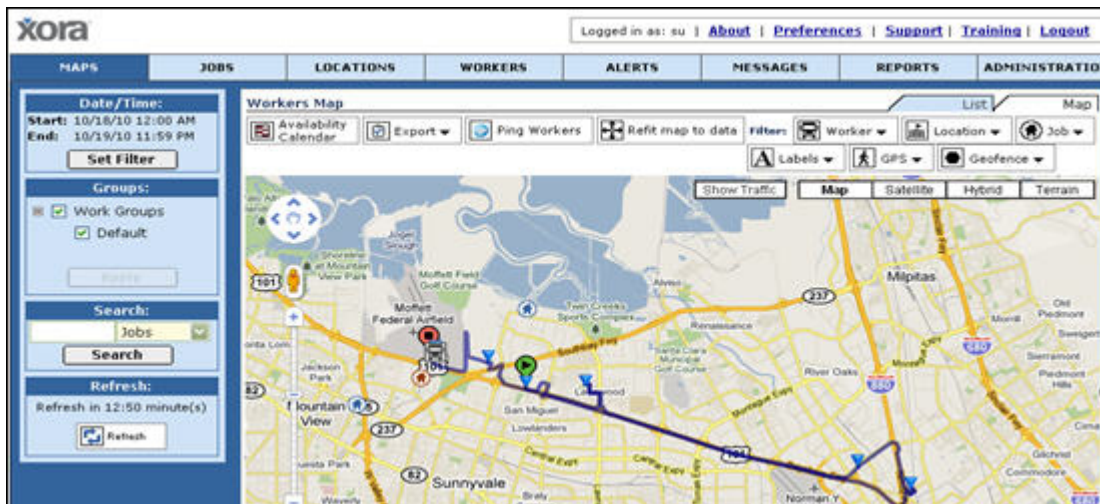
Workers Map gives you a summary view of the locations of all the logged in mobile workers in your account. Mouse-over the Maps button and select Workers Map from the etrace main menu.


Now click on any one of the mobile Workers icon  to get the Workers Detail pop-up menu displayed.



You can also view the bread-crum trail of where this worker traveled throughout the specified date and time you set in the Date/Time filter. To view the bread-crum trail, click on the **Show Routes** from the Workers Detail pop-up menu.

**Note:** In the old map we used to call "Show Routes" as "Show GPS".



In this Routes page, click on the  icon to start the interactive map and you will see the animated route of the selected users on your computer screen.

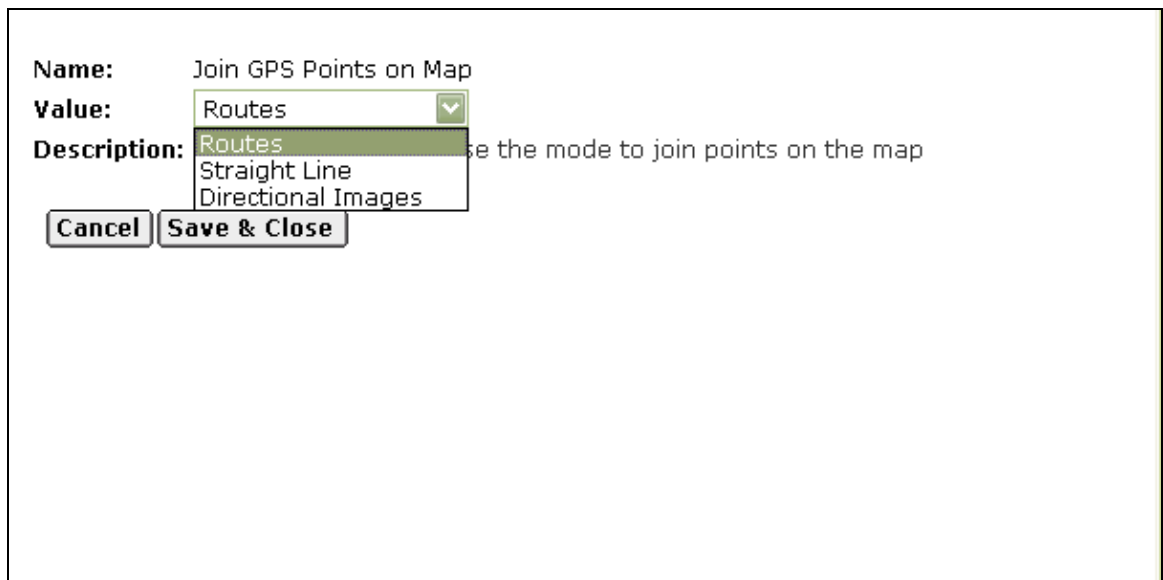
\*\*\***Note:** You have a preference setting called **Join GPS Points on Map** which allows you to select the mode to join the GPS points on the map. Go to **Administration > Settings > Company**. Click on Join GPS Points on Map and select **Edit Preferences**. Now in the Edit Preferences page select any one of the below options:

**Routes** – Select this option to display the route of your mobile worker.

**Straight Lines** – Select this option to connect two GPS points by a straight line.

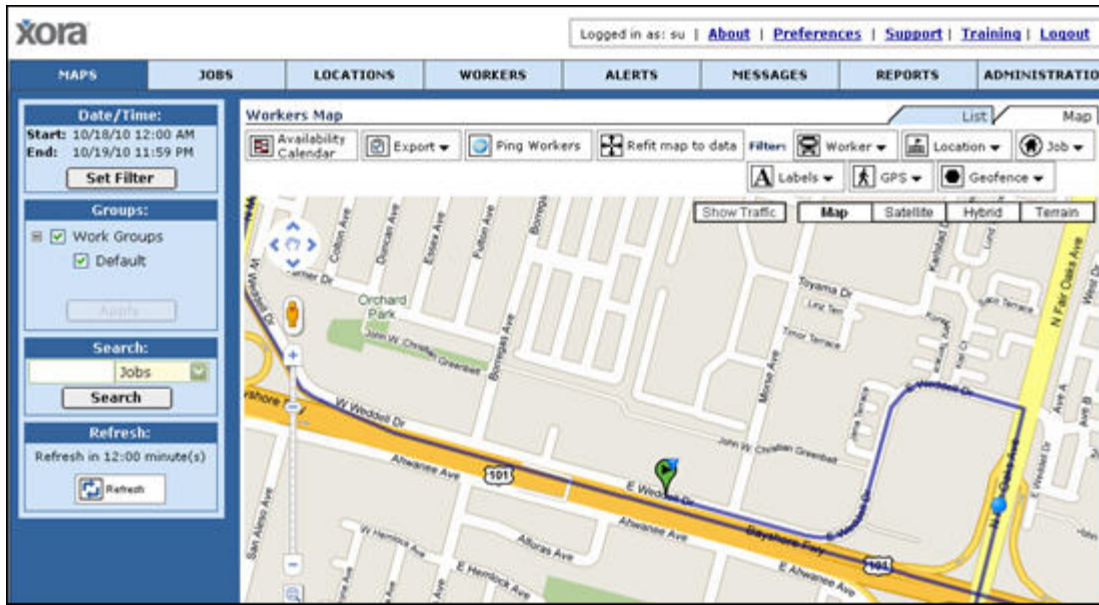
**Directional Images** – Select Directional Images to get the route along with the direction of your mobile worker. You will also be provided with the button to start the animated route from this page.


As per this preference setting you will get the routes of your mobile workers on the map.







The screenshot shows a dialog box for editing the preference 'Join GPS Points on Map'. The 'Name' field is 'Join GPS Points on Map'. The 'Value' field is a dropdown menu with 'Routes' selected. The 'Description' field is 'Routes - Select the mode to join points on the map'. There are 'Cancel' and 'Save & Close' buttons at the bottom.

In this new etrace map, we have added one new option to view the animated route of your field workers. Click on the "Workers" icon and select "Animate Route" from the list.



Then, click on the Location Playback Controls  to view the animated route of the selected user(s):

Follow the below instructions to use the Location Playback Controls:


- .. Click on the  button to start the animated route of the selected user(s).
- .. Click on the  button to pause the animated route view.
- .. Click on the  button to view the animated route in fast forward mode.
- .. Click on the  button to stop the animated route view.

### Street View

In this Google Map, etrace offers you to get the street view of your fleet's location. Click on the Workers icon from the Workers Map. Now select Street View from the Pop-up window.

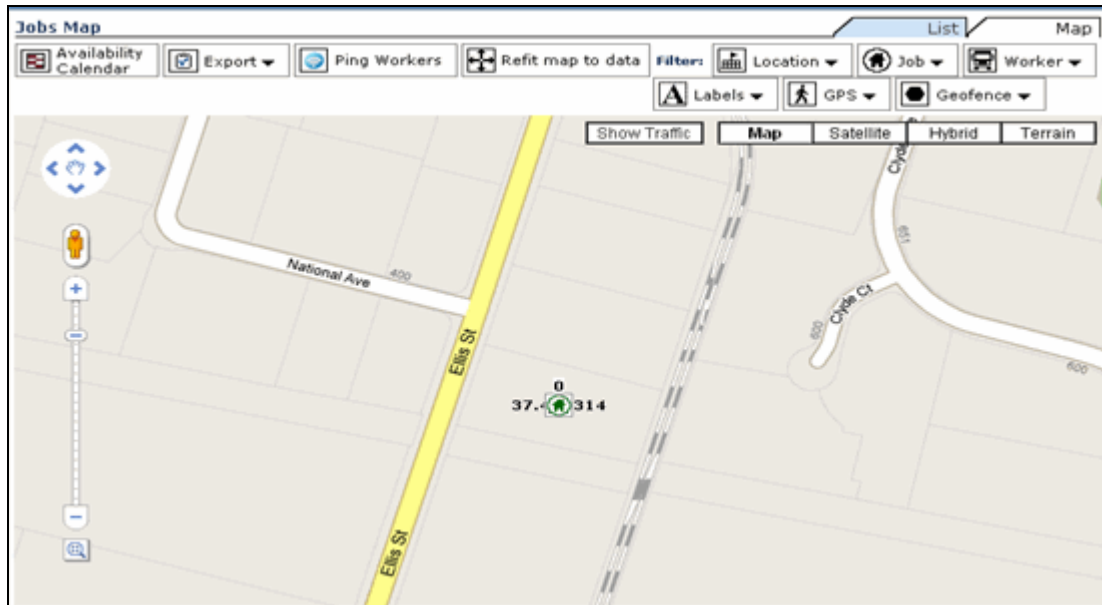


You will be presented with the street view of the current location of your mobile worker.

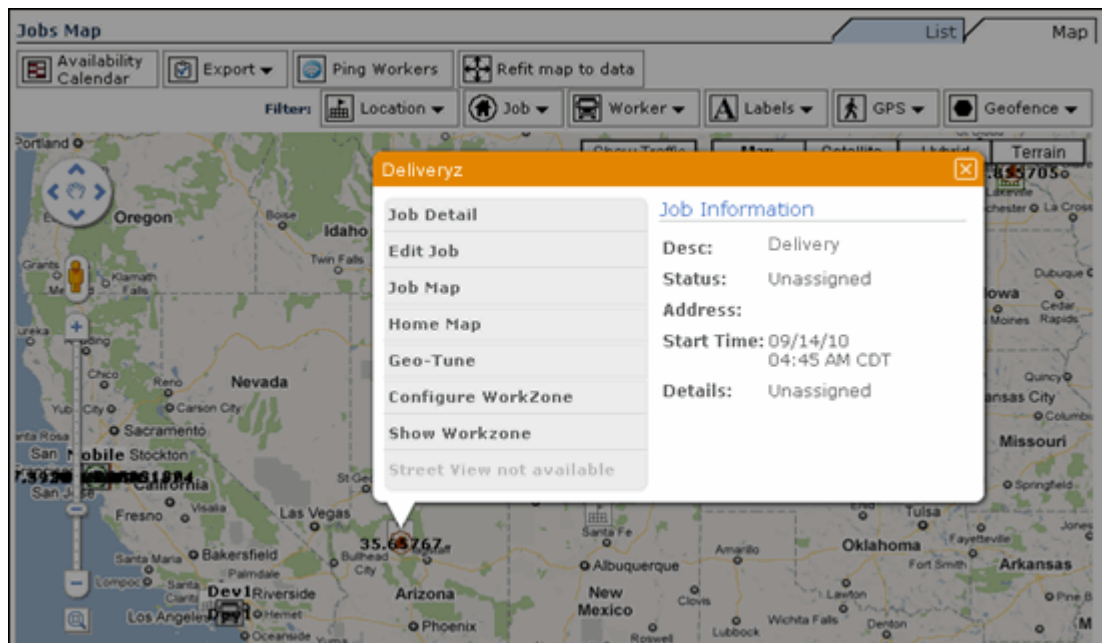
You will also find the "Street viewer (Pegman)"  icon just above the Zoom toolbar. Now drag and drop the Street viewer icon on any desired location of the map. You will get the Street view of that particular area displayed on your computer screen.

## **Jobs Map**

Jobs Map represents the summary map view of the locations of all the job sites in your account. Mouse-over the "Maps" tab and select "Jobs Map" from the trace main menu.

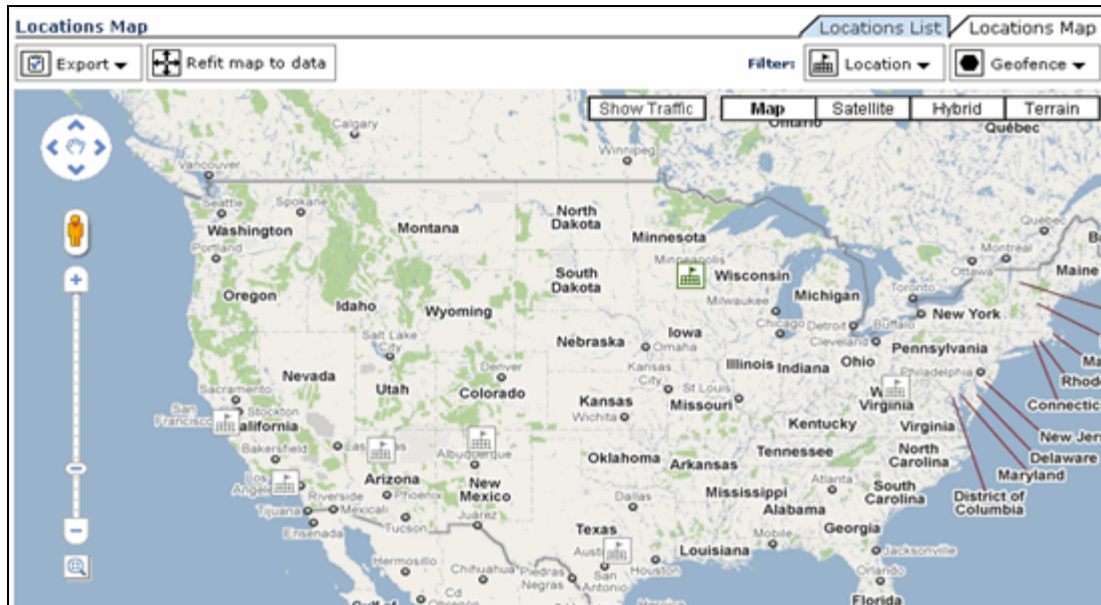



Now click on the Job  icon to view the "Job Detail" pop-up window.

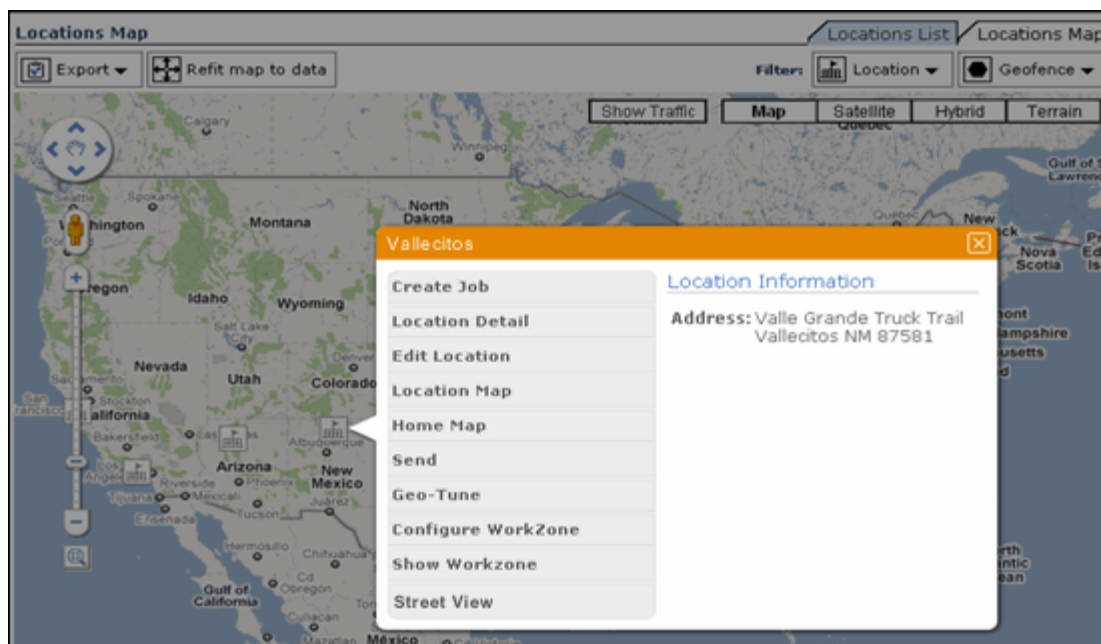


## Locations Map

Location Map represents the summary map view of all the locations created under your account. Mouse-over the “Maps” tab and select “Locations Map” from the etrace main menu.



Now click on the “Location” icon  to get the “Location Detail” pop-up window on your computer screen.

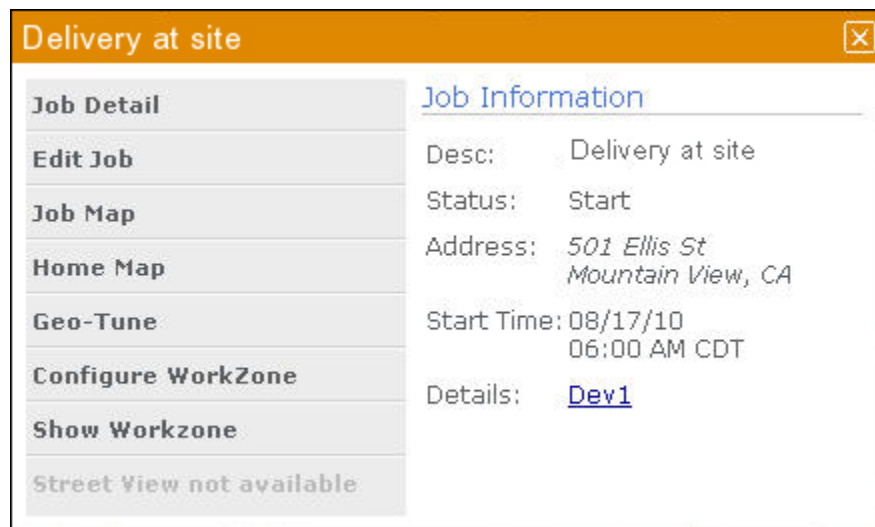


## Geo-tuning a location or job

Geo-tuning is used to tune the latitude and longitude of a location or job.

To Geo-tune a Location or Job

1. Click on a Location or Job icon.
2. Select "**Geo-Tune**" from the pop-up menu
3. The mouse cursor will turn into a target
4. Click on the map where you would like to move the Location or Job to.



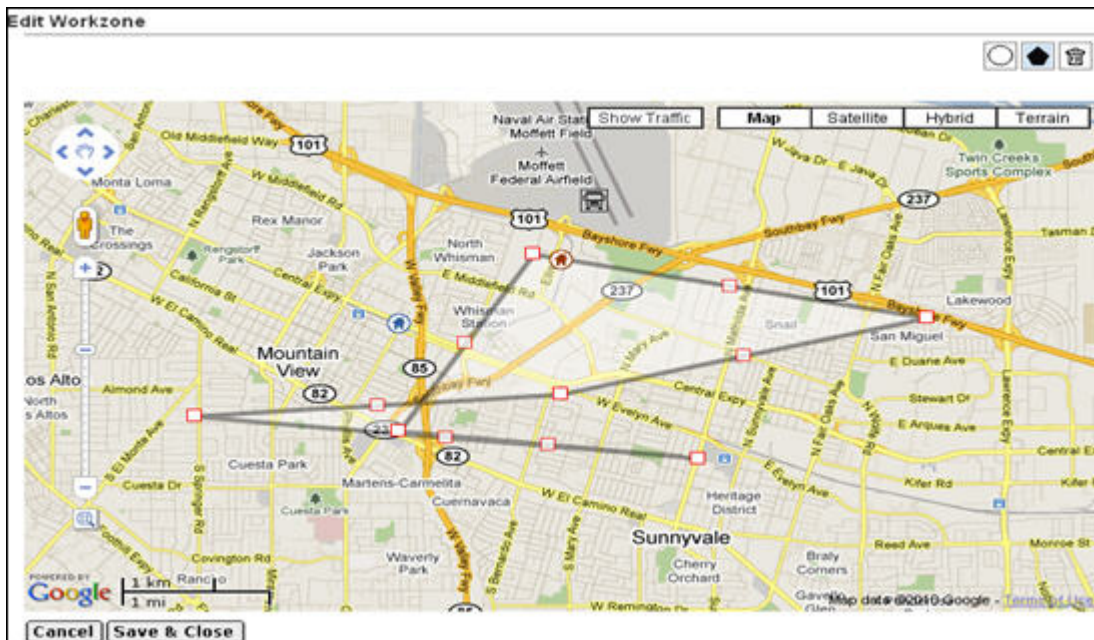
## Configuring a WorkZone for a location or a job

WorkZones are used to surround a location or job and can activate features when mobile devices cross the boundaries of those zones.

To Configure a WorkZone:

1. Click on the desired Location or Job
2. Select **Configure WorkZone** from the pop-up menu
3. A **Configure WorkZone** window will open, showing the icons from the currently viewed map
4. Create a circle or polygon WorkZone or make the necessary adjustments to an existing WorkZone.
5. Click the **Save** button.

Delivery at site	
<b>Job Detail</b>	<a href="#">Job Information</a>
<b>Edit Job</b>	Desc: Delivery at site
<b>Job Map</b>	Status: Start
<b>Home Map</b>	Address: 501 Ellis St Mountain View, CA
<b>Geo-Tune</b>	Start Time: 08/17/10 06:00 AM CDT
<b>Configure WorkZone</b>	Details: <a href="#">Dev1</a>
<b>Show Workzone</b>	
Street View not available	

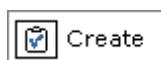


## Geofences

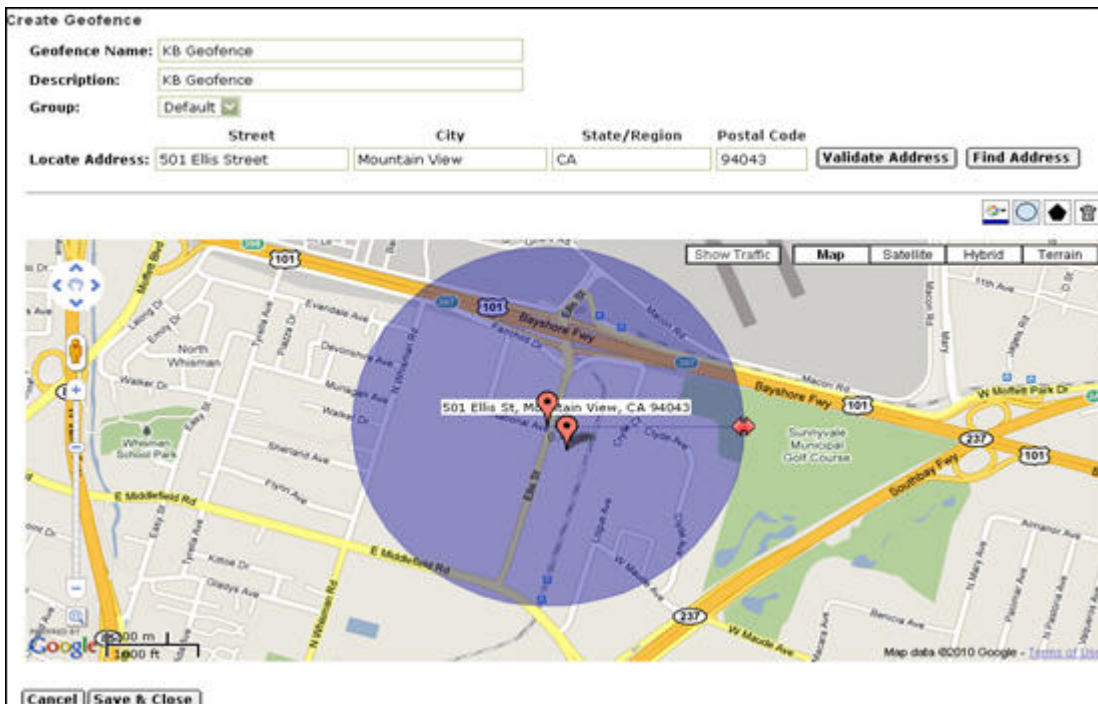
The Web Portal provides a user with the ability to configure custom geographic regions. These geofences are used to alert a worker or a manager that a mobile worker is going in or out of an area. For example, a Web Portal user could create a geofence around an entire state or around a highway. To setup a geofence, first create a geofence and then create an alert to alert upon the geofence.

### Creating a Geofence

1. Click on the **Geofence** tab under Administration in the Web Portal.



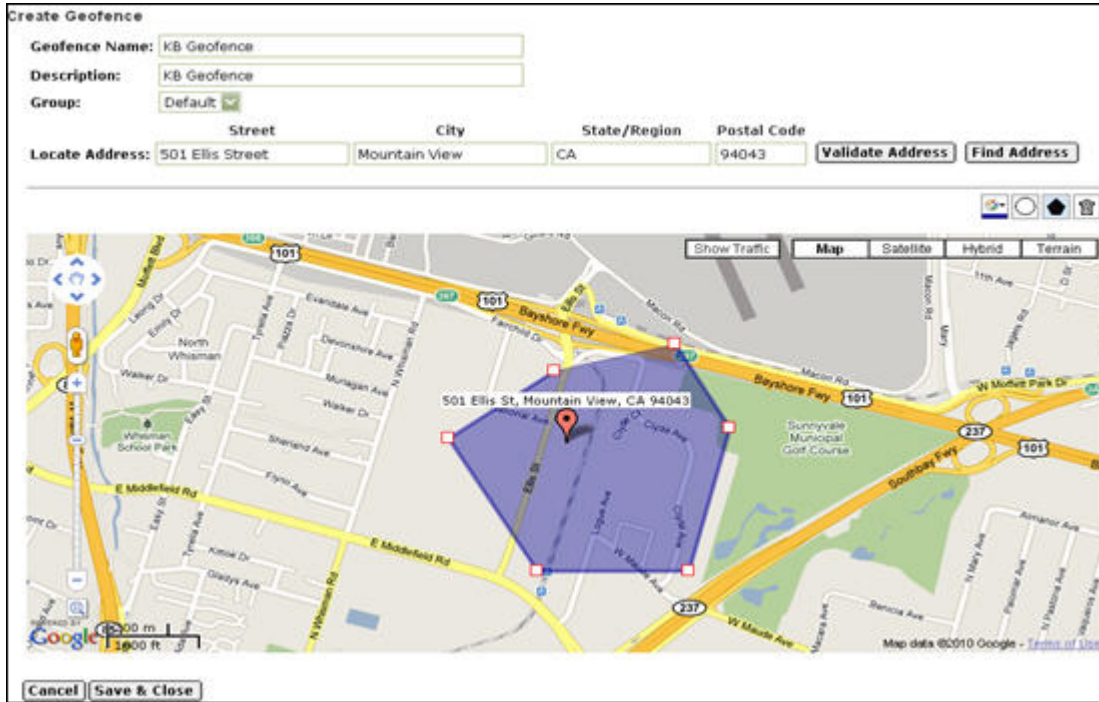
2. Select the **Create Geofence** button.
3. The geofence configuration page will be displayed. Enter a Geofence Name, Description, and Group.
4. Enter an address, city, state or zip. Click the **Find Address** button. The system then presents the user with a map of that area, allowing the user to create circle or polygon geofence.
5. To create a circular geofence, click the **Circle** button. Then, click the map once in the center of the desired geofence location. Finally, click the mouse at the outside edge of where you want the geofence. Click the **Save** button.



6. To create a defined polygon, click on the **Polygon** button. Then, simply click on the map where you want the points to appear. Once there are three or more points on the map, etrace will automatically connect them. If you make a mistake or would like to alter the polygon, you can move a point by clicking on the one you want to move, and then clicking the map in area you want to move it.



7. Select the geofence color if you would like a color other than the default blue. This color will be used to display Geofences on the maps.
8. When done, click the **Save** button.



### Editing a Geofence

1. Click on the **Geofence** tab under Administration in the Web Portal.
2. Select the Geofence you would like to edit. The Options Menu will appear.
3. Click the **Edit Geofence** button.
4. Modify the Geofence as desired.
5. Click **Save**.



### Deleting a Geo-fence

1. Click on the Geofence tab under Administration in the Web Portal.
2. Select the Geofence you would like to delete. The Options Menu will appear.

3. Click the **Delete Geofence** button.
4. Click **OK** to confirm the deletion.

Web users can choose to display their Geofences on maps by choosing geofences from the display filter. The name of the geofence can be turned on or off using the Label filter that is found within the display filter.

## **Still Need Assistance**

Contact etrace support at (877)449-7877 or send e-mail to [customercare@xora.com](mailto:customercare@xora.com)