



Tooo Air

User Guide

Tooo Air Wide Area Dispatcher

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TooAir Dispatcher Console Guide

1.0 Logging In



The screenshot shows a login window titled "TooAir Wide Area Dispatcher_3.7.2". It features the following elements:

- Account:** A text input field containing "tooo1".
- Password:** A text input field with masked characters (dots).
- Area:** A dropdown menu currently set to "Australia".
- Save Password:** A checked checkbox.
- Buttons:** "Login" and "Exit" buttons.
- Logo:** The TooAir logo (TA in a square) is positioned to the right of the password field.

Account: *Enter user account*

Password: *Enter user password*

Area: *Set area to Australia*

Save Password: *Saves password*

Login: *Logs into Dispatcher*

Exit: *Exits Dispatcher*

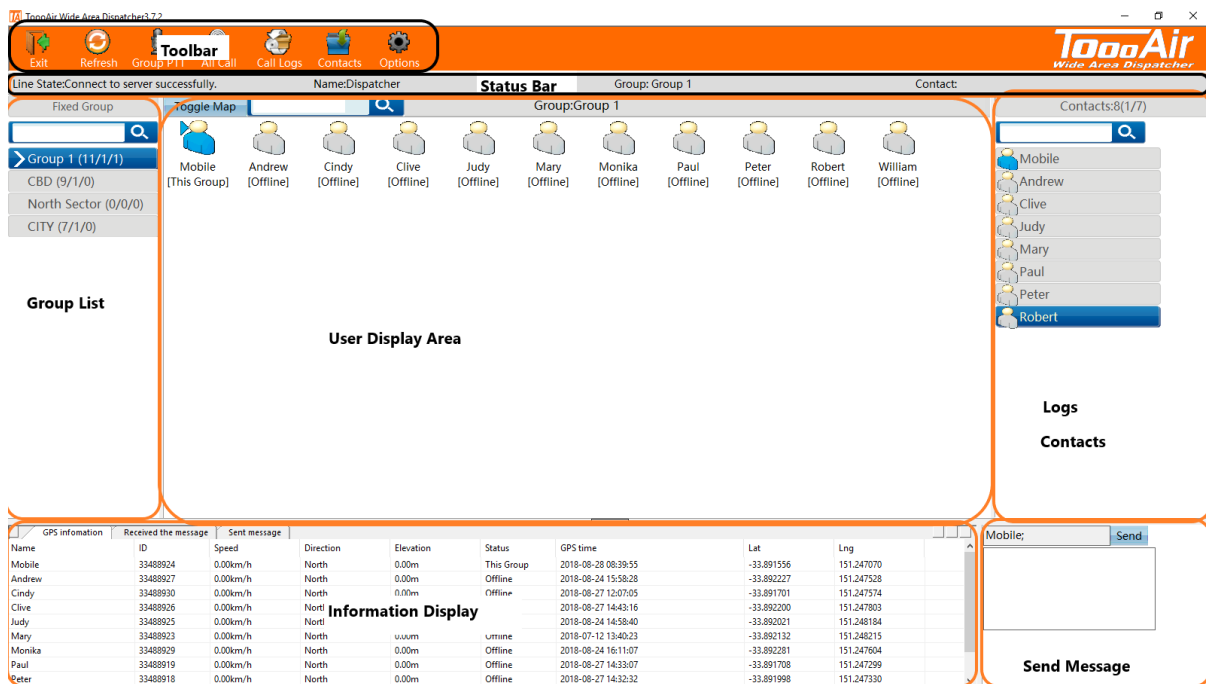
2.0 Dispatcher

TooAir Wide Area Dispatcher version 3.7.2 is a base station application to manage fleets, users and groups. Dispatcher Console offers visual dispatching with quick toggle map, user status and group management.

The dispatcher is composed of several main features:

1. Toolbar
2. Status Bar
3. Group List
4. User Display Area
5. Logs & Contacts
6. Information Display
7. Send Message

Each feature has unique abilities to enhance safety, security, efficiency and control management.



2.1 Toolbar



Exit – Prompt user to exit Dispatch Console

Refresh – Retrieves latest user, group, GPS, message and contacts information

Group PTT – Calls all users that are in current group

All Call – Call all users across all groups

Call Logs – *Enables Call Logs*

Contacts – *Enables Contacts*

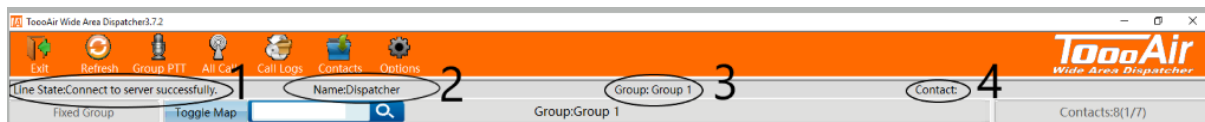
Options – Prompt user with settings,

PTT Hot Key: *Press any key to set*

Time Zone: *Choose time zone*

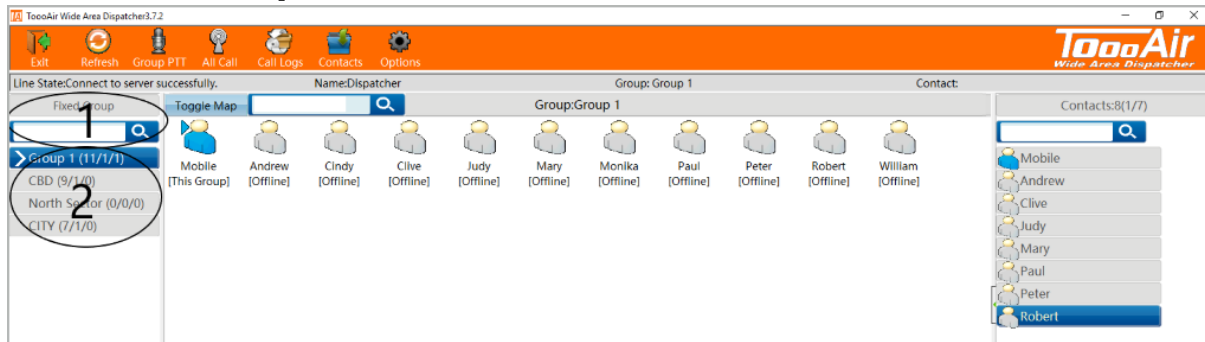
8kb voice codec

2.2 Status bar



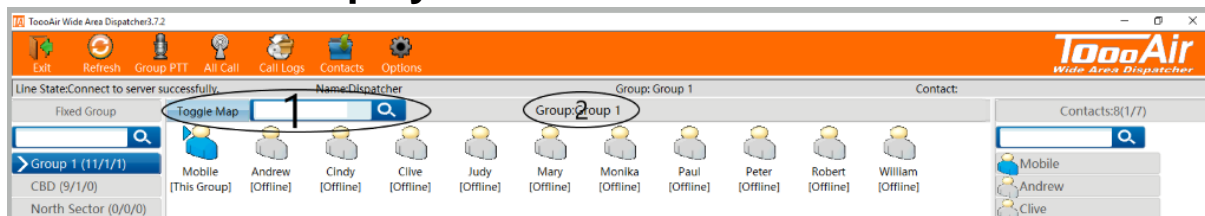
1. Line State – Status between the connection of Dispatch Console and server
2. Name – User currently logged into Dispatch Console
3. Group – Current group user is in
4. Contact – Current user who is speaking

2.3 Group List



1. Search – Find groups
2. Shown groups – Displays groups user is in

2.4 User Display Area



1. Search – Find users
2. Group – Displays current group

2.4.1 Displays Status of Users

Users can be in several states:



Offline: *Currently not logged on*

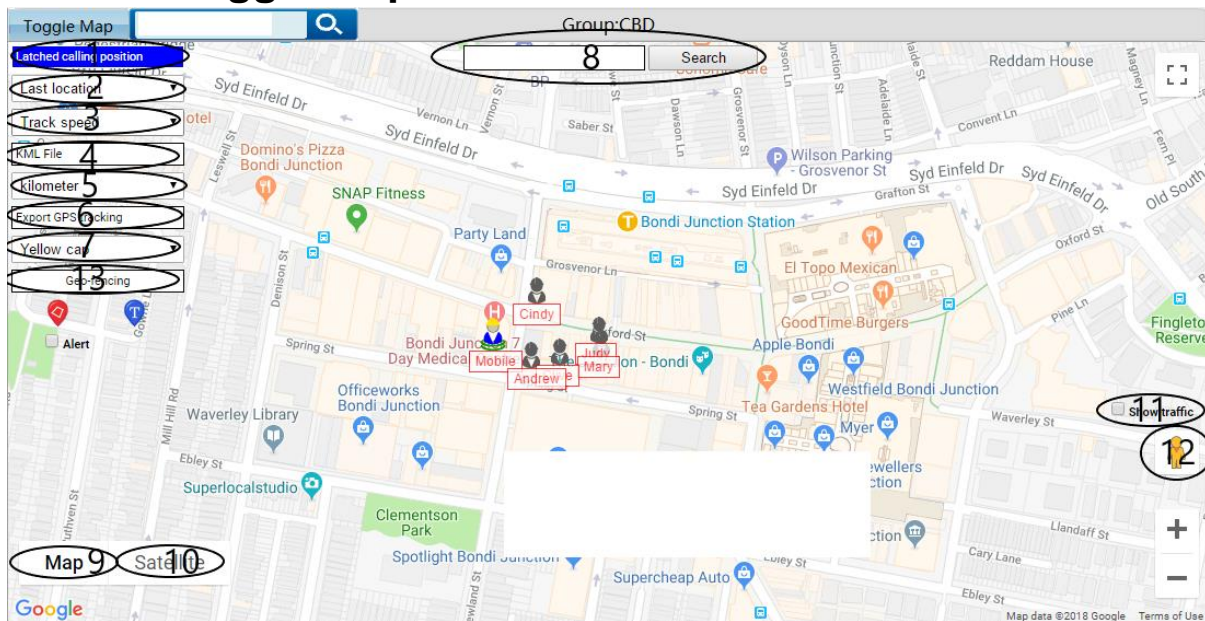


Online: *Currently logged on, not in current group*



Online in Group: *Currently logged on, currently in group*

2.5 Toggle map



1. Latched calling position – *Enables map centring on caller position*
2. Location setting: *Select one*
 - Last location – Display users from their last known location
 - Online users – Display all online users only
 - Real time location – Display users from their current location
3. Track speed – *Choose a speed*
4. KML – Upload KML file for map, *Contact your IT*
5. Measurement setting: *Select one*
 - Kilometre
 - Mile
6. Export GPS tracking – Export GPS tracking to excel sheet
7. Icon display – *Choose icon*
8. Search – Find place on map
9. Map – Terrain: *Enables Terrain mode*
10. Satellite – labels: *Enables labels*
11. Show traffic: *Enables traffic*
12. Street view: *Click and drag the man to see street view of desired location*

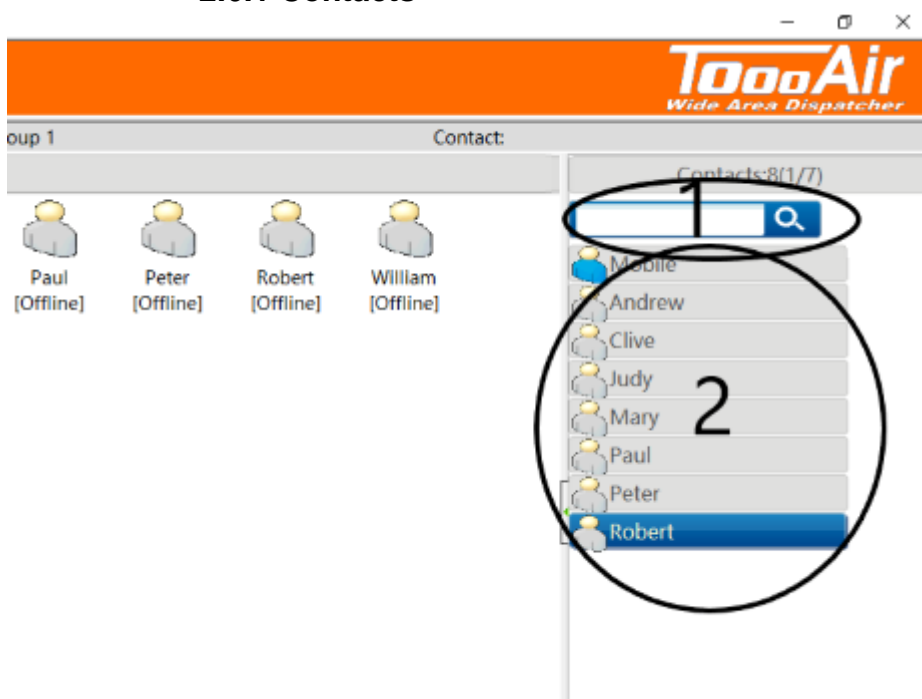
13. Geo-fencing:



- Draw: *Click to place fence, double click fences to remove*
- Alert: *Enable to be alerted by GEO-fence.*
- Set marker: *Click to place marker, double click marker to remove*

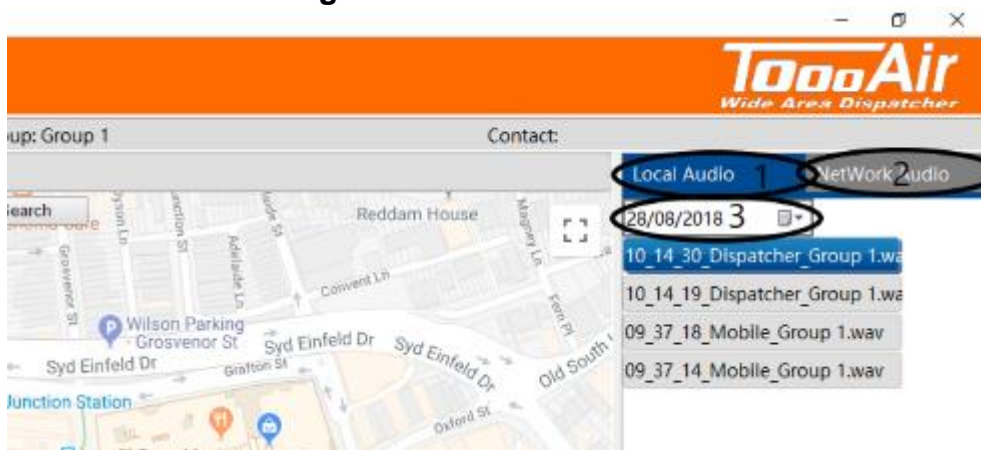
2.6 Logs & Contacts

2.6.1 Contacts



1. Search – Find contacts
2. Shown contacts – Displays current contacts

2.6.2 Logs



1. Local Audio – Audio records for current group
2. NetWork Audio – Audio records for all users and groups
3. Date – *Select date for records*
4. *Double click the recordings in the list to playback a recording*

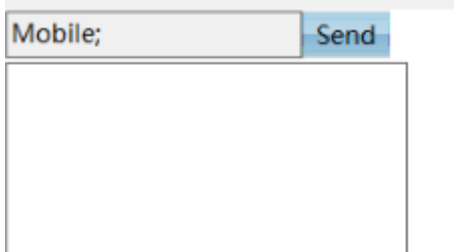
2.7 Information display

| Name | ID | Speed | Direction | Elevation | Status | GPS time | Lat | Lng |
|--------|----------|----------|-----------|-----------|------------|---------------------|-----|-----|
| Mobile | 33488924 | 0.00km/h | North | 0.00m | This Group | 2018-08-28 14:02:52 | | |
| Andrew | 33488927 | 0.00km/h | North | 0.00m | Offline | 2018-08-24 15:58:28 | | |
| Cindy | 33488930 | 0.00km/h | North | 0.00m | Offline | 2018-08-27 12:07:05 | | |
| Clive | 33488926 | 0.00km/h | North | 0.00m | Offline | 2018-08-24 14:43:16 | | |
| Judy | 33488925 | 0.00km/h | North | 0.00m | Offline | 2018-08-24 14:58:40 | | |
| Mary | 33488923 | 0.00km/h | North | 0.00m | Offline | 2018-07-12 13:40:23 | | |
| Monika | 33488929 | 0.00km/h | North | 0.00m | Offline | 2018-08-28 10:19:02 | | |
| Peter | 33488918 | 0.00km/h | North | 0.00m | Offline | 2018-08-28 10:52:33 | | |
| Robert | 33488921 | 0.00km/h | North | 0.00m | Offline | 2018-08-28 10:57:35 | | |

1. GPS information – Displays Name, ID, Speed, Direction, Elevation, Status, GPS time, Latitude and Longitude
2. Received the message – Displays Status, Time, Sender, Received MSG, MSGID and USERID
3. Sent message – Displays Status, Time, Receiver, Sent MSG, MSGID, USERID

2.8 Send message

Double click a contact in the contacts feature to have their information added to the send message box. Right clicking on a user or group and select send message also places their information in the send message box



Message box: *Enter message to send*

2.9 Expand/Minimize

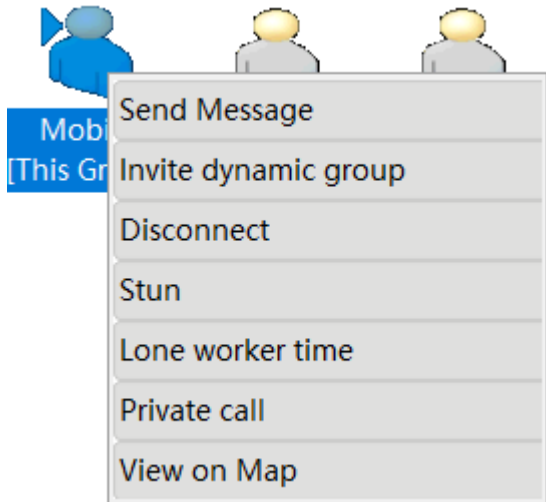
| Name | ID | Speed | Direction | Elevation | Status | GPS time | Lat | Lng |
|--------|----------|----------|-----------|-----------|------------|---------------------|------------|------------|
| Mobile | 33488924 | 0.00km/h | North | 0.00m | This Group | 2018-08-28 14:02:52 | -33.892071 | 151.247162 |
| Andrew | 33488927 | 0.00km/h | North | 0.00m | Offline | 2018-08-24 15:58:28 | -33.892227 | 151.247538 |
| Cindy | 33488930 | 0.00km/h | North | 0.00m | Offline | 2018-08-27 12:07:05 | -33.891701 | 151.247574 |
| Clive | 33488926 | 0.00km/h | North | 0.00m | Offline | 2018-08-27 14:43:16 | -33.892200 | 151.247803 |
| Judy | 33488925 | 0.00km/h | North | 0.00m | Offline | 2018-08-24 14:58:40 | -33.892021 | 151.248184 |
| Mary | 33488923 | 0.00km/h | North | 0.00m | Offline | 2018-07-12 13:40:23 | -33.892132 | 151.248215 |
| Monika | 33488929 | 0.00km/h | North | 0.00m | Offline | 2018-08-28 10:19:02 | -37.806992 | 144.947266 |
| Peter | 33488918 | 0.00km/h | North | 0.00m | Offline | 2018-08-28 10:52:33 | -37.806992 | 144.947495 |
| Robert | 33488921 | 0.00km/h | North | 0.00m | Offline | 2018-08-28 10:57:35 | -37.807220 | 144.947113 |

Click green arrows to expand or minimize panels

3.0 User Operation

3.0.1 User Current Group

For users in current group in the **User Display Area** right click on the user icons to find additional settings



Send Message – Send user a message

Invite dynamic group – Creates a temporary group and adds user, useful for multiple users across multiple groups

Disconnect – Forces user out of current group

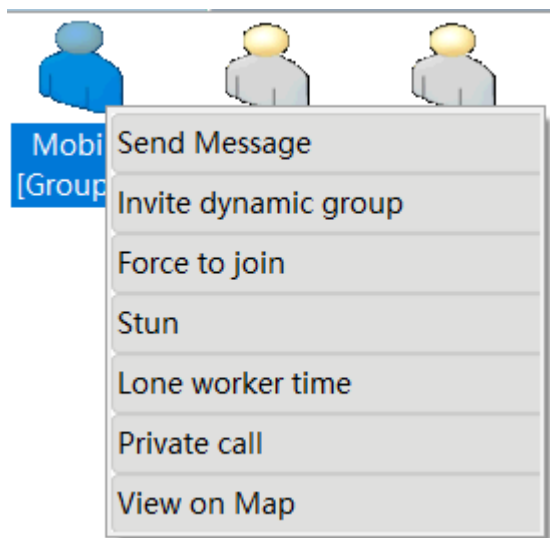
Stun – Stops user account from operating

Lone worker time – Response request from user at time intervals, prompt user for set time: *enter a number*

View on Map – Shows the last known location of user

3.0.2 User Not Current Group

For users not in current group in the **User Display Area** right click on the user icons to find additional settings



Send Message – Send user a message

Invite dynamic group – Creates a temporary group and adds user, useful for multiple users across multiple groups

Force to Join – Force user to join current group Dispatcher is in

Stun – Stops user account from operating

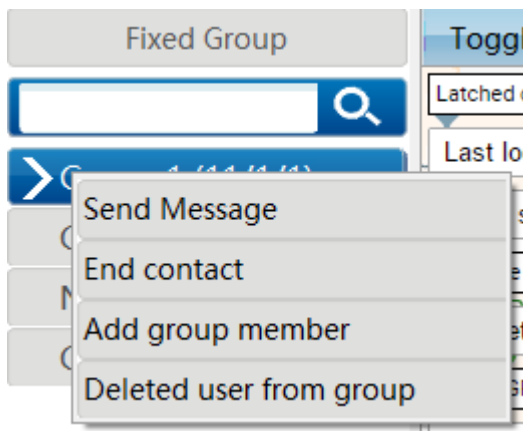
Lone worker time – Response request from user at time intervals, prompt user for set time: *enter a number*

View on Map – Shows the last known location of user

4.0 Group Operation

4.0.1 Current Group

In the **Group List** right click on current group to find additional settings



Send Message – Sends a message to current group

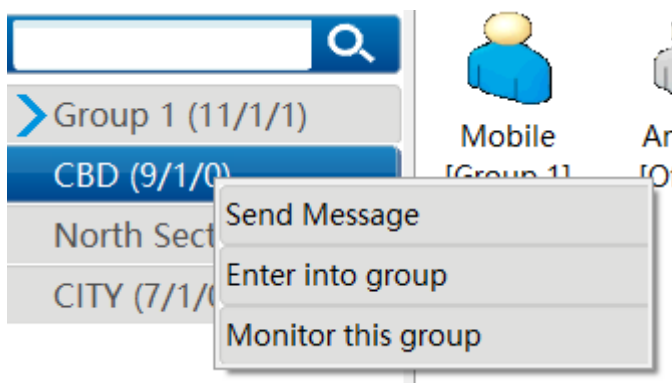
End contact – Ends contact in current group

Add group member – Adds a user to current group

Deleted user from group – Deletes user from current group

4.0.2 Not Current Group

In the **Group List** right click on a group to find additional settings



Send Message – Sends a message to group selected

Enter into group – Change group from current to selected group

Monitor this group – *Enables monitoring of selected group*