

## DRIVE TIME SUMMARY REPORT BY GROUP (SHORTCODE)

This report provides daily, weekly and monthly stats by vehicle for: license number, VIN number, number of stops, distance traveled, drive time, odometer readings and vehicle location. It also gives you the current vehicle location.

1. Open Networkfleet: <https://www.networkfleet.com/portal>
2. Click on Reports
3. Click on **Run Report**
4. Choose a Report Type – Drive Time Summary

**Networkfleet** Map Vehicle Fleet Analytics Reports Admin

Reports > [Run Report](#)

Choose a Report Type: **Please select a report**

- Activity Alerts
- Activity Detail
- Alerts
- Begin/End of Day
- Device Condition
- Drive Time Summary**
- Fleet Utilization
- Fuel Economy and Usage
- Performance Metrics

verizon

5. Click on Group (shortcode)

Reports > [Run Report](#)

Choose a Report Type: Drive Time Summary

**Input Report Parameters:**

Filter by:  Vehicle  Group

Groups: X ALL VEHICLES > 950033 FS RENTAL POOL

Vehicle Attributes: Matches Any: All Attributes

Start Date: \* 7/1/18

Start Time: \* 12 AM 00

End Date: \* 7/31/18

Collapse parameters on submit:

Clear All Submit

6. Choose which group (shortcode) you want by clicking on the magnifying glass. Check the box next to the group (shortcode).

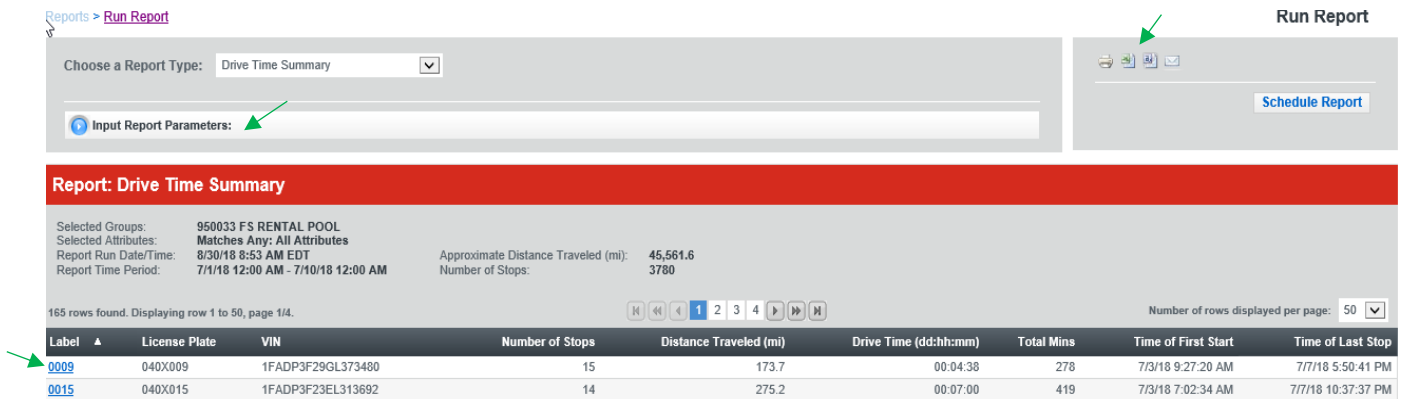
Apply GROUP (3) Cancel

Q 9500

- ALL GROUPS
- ALL VEHICLES
- 950033 FS RENTAL POOL

7. Click on Apply
8. Pick your start date and end date. Limited to looking at only 31 days at a time.
9. Click on Submit

10. Go to the Label column and click on the [vehicle number](#), for the Stop Detail information.



Reports > [Run Report](#)

Choose a Report Type:

[Input Report Parameters](#)

**Run Report**

[Schedule Report](#)

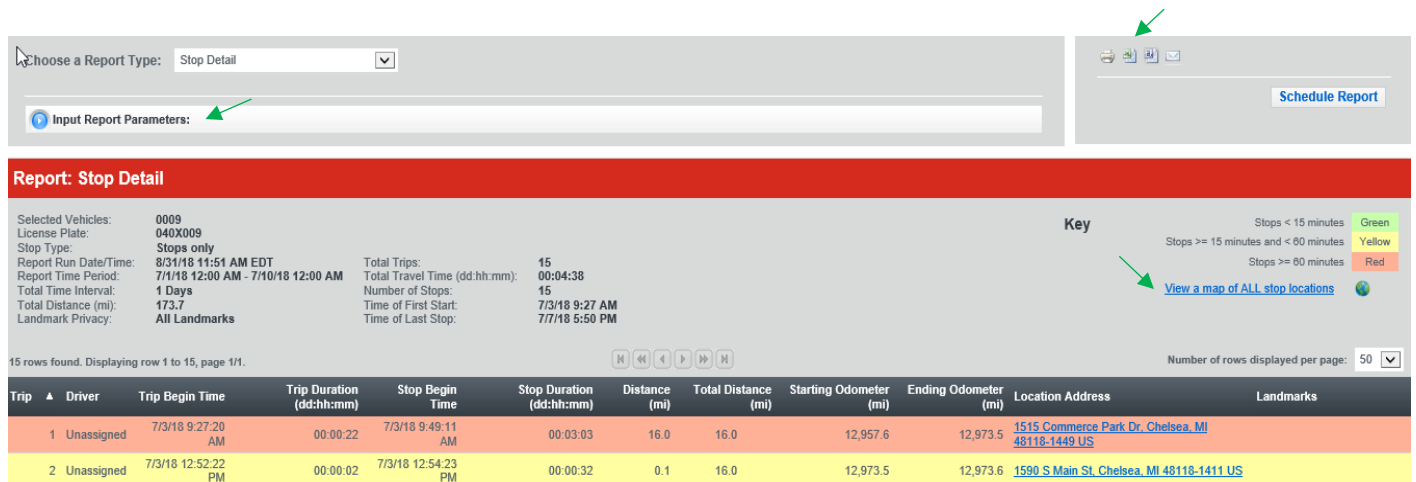
**Report: Drive Time Summary**

Selected Groups: 950033 FS RENTAL POOL  
 Selected Attributes: Matches Any: All Attributes  
 Report Run Date/Time: 8/30/18 8:53 AM EDT  
 Report Time Period: 7/1/18 12:00 AM - 7/10/18 12:00 AM  
 Approximate Distance Traveled (mi): 45,561.6  
 Number of Stops: 3780

165 rows found. Displaying row 1 to 50, page 1/4.

Label	License Plate	VIN	Number of Stops	Distance Traveled (mi)	Drive Time (dd:hh:mm)	Total Mins	Time of First Start	Time of Last Stop
<a href="#">0009</a>	040X009	1FADP3F29GL373480	15	173.7	00:04:38	278	7/3/18 9:27:20 AM	7/7/18 5:50:41 PM
<a href="#">0015</a>	040X015	1FADP3F23EL313692	14	275.2	00:07:00	419	7/3/18 7:02:34 AM	7/7/18 10:37:37 PM

11. Your report will look similar to the one listed below.



Choose a Report Type:

[Input Report Parameters](#)

**Run Report**

[Schedule Report](#)

**Report: Stop Detail**

Selected Vehicles: 0009  
 License Plate: 040X009  
 Stop Type: Stops only  
 Report Run Date/Time: 8/31/18 11:51 AM EDT  
 Report Time Period: 7/1/18 12:00 AM - 7/10/18 12:00 AM  
 Total Time Interval: 1 Days  
 Total Distance (mi): 173.7  
 Landmark Privacy: All Landmarks  
 Total Trips: 15  
 Total Travel Time (dd:hh:mm): 00:04:38  
 Number of Stops: 15  
 Time of First Start: 7/3/18 9:27 AM  
 Time of Last Stop: 7/7/18 5:50 PM

**Key**

- Stops < 15 minutes: Green
- Stops >= 15 minutes and < 60 minutes: Yellow
- Stops >= 60 minutes: Red

[View a map of ALL stop locations](#)

15 rows found. Displaying row 1 to 15, page 1/1.

Trip	Driver	Trip Begin Time	Trip Duration (dd:hh:mm)	Stop Begin Time	Stop Duration (dd:hh:mm)	Distance (mi)	Total Distance (mi)	Starting Odometer (mi)	Ending Odometer (mi)	Location Address	Landmarks
1	Unassigned	7/3/18 9:27:20 AM	00:00:22	7/3/18 9:49:11 AM	00:03:03	16.0	16.0	12,957.6	12,973.5	1515 Commerce Park Dr, Chelsea, MI 48118-1449 US	
2	Unassigned	7/3/18 12:52:22 PM	00:00:02	7/3/18 12:54:23 PM	00:00:32	0.1	16.0	12,973.5	12,973.6	1590 S Main St, Chelsea, MI 48118-1411 US	

12. Click on [View a map of ALL stop locations](#) to see all stop locations for a particular vehicle.

13. Click on the Excel or CSV or Email icons located at the top right hand corner to save, send or print the data.

14. To go back to the previous screen to change any of the parameters, click on the Input Report Parameters arrow.