

Communications

The communications functionality of OneView and POV allow users to have digital conversations as well as send or receive notices between OneView and POV users.

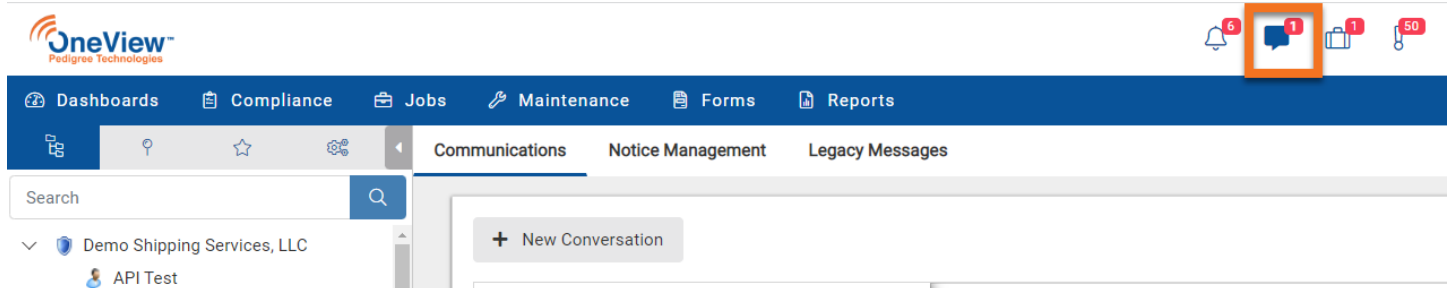
Conversations

Conversations is a digital messaging functionality similar to chat or texting on a phone. Conversations can happen between OneView users and POV users. Conversations has the ability to share files as well as chat messages.

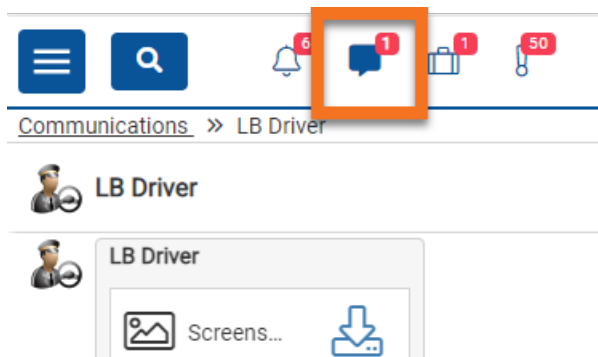
Start a Conversation

Click on the Message icon at the top right in OneView and OneView Mobile, or on the Communications tab in POV.

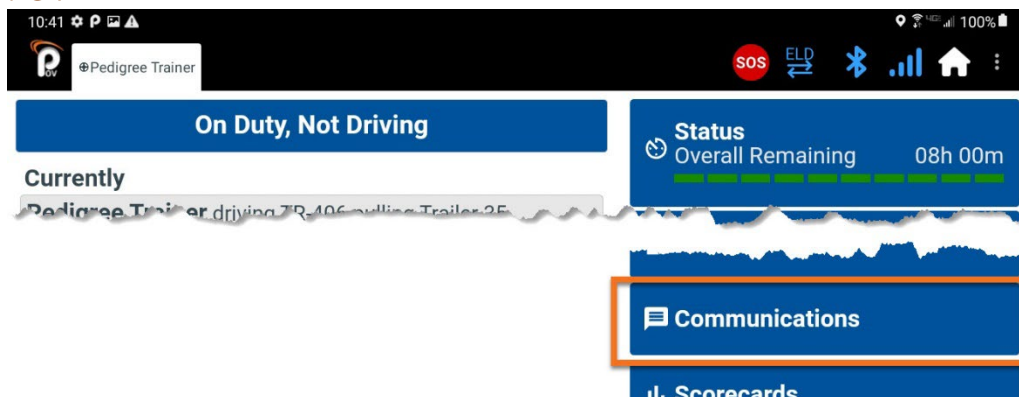
OneView



OneView Mobile

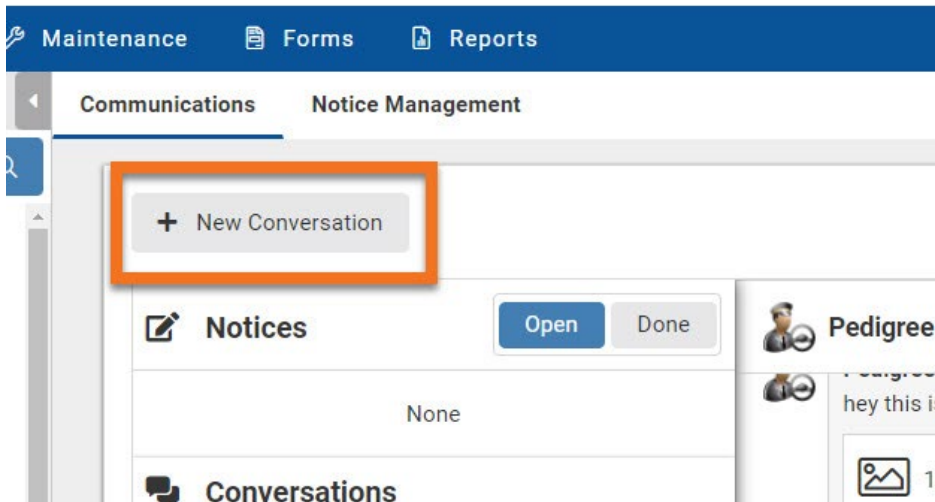


POV



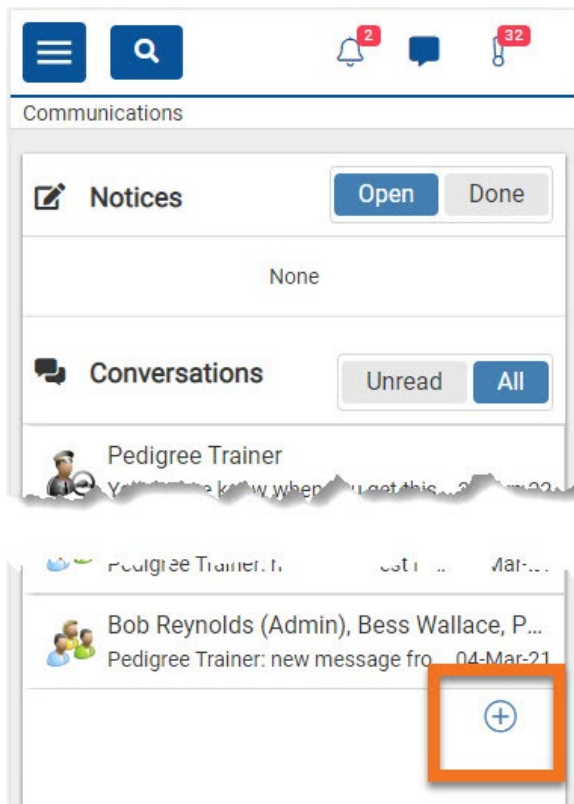
OneView

Use the + New Conversation button to start any new chat conversation.



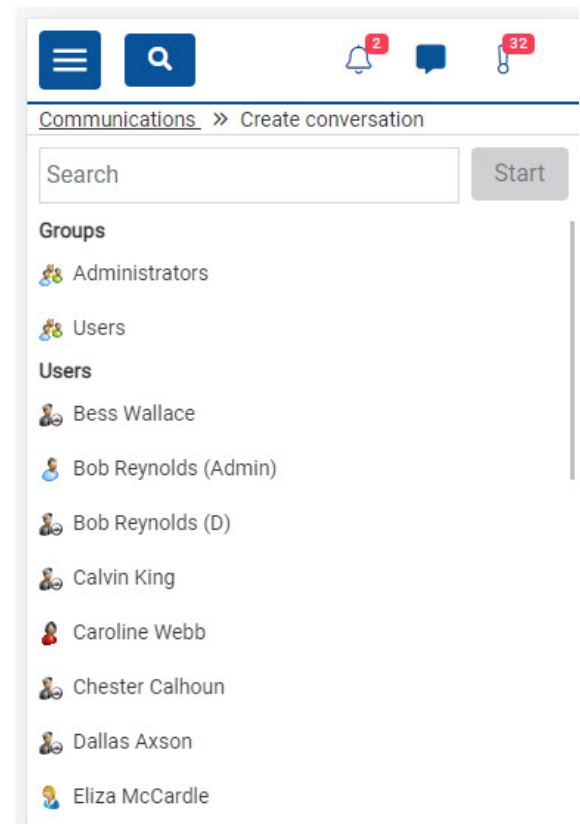
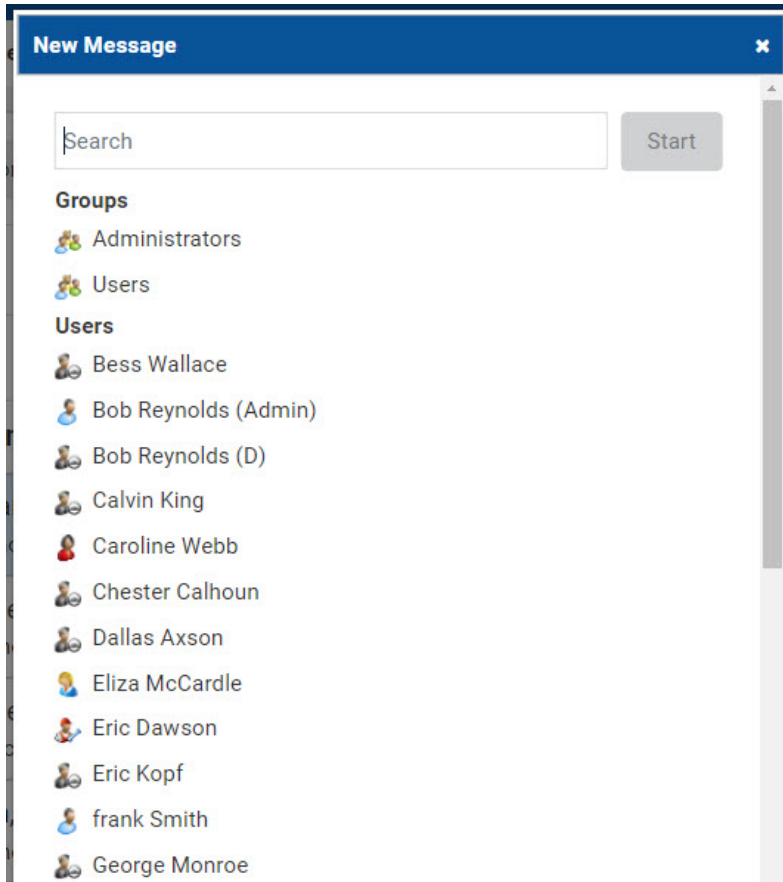
OneView Mobile

Use the + button to start any new chat conversation.



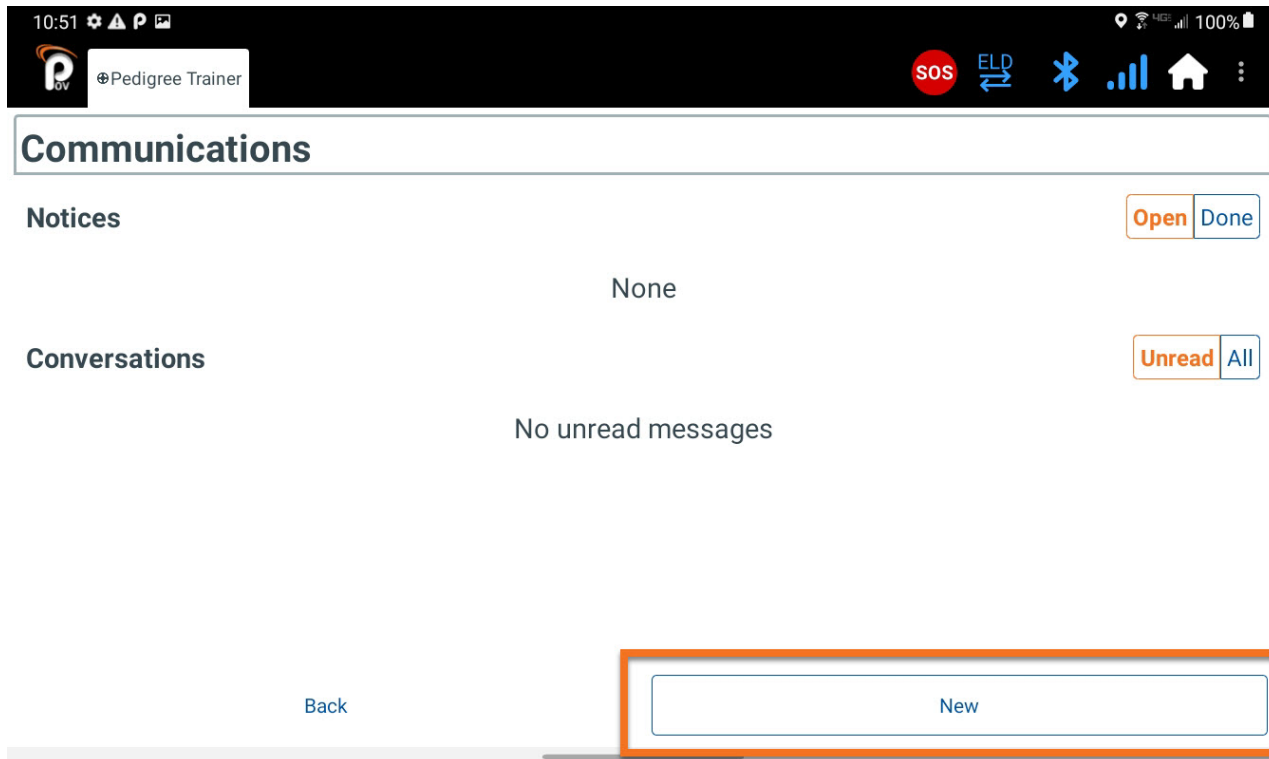
Add Recipients by Group or Individually

Choose the recipients of the chat conversation. You can choose one or more groups to receive the message or one or more users to receive the message. You cannot combine groups and users as recipients. If selecting a group, you will only have access to groups you are in. For example you cannot send a message to the Drivers group if you're not a driver. (for that use Notices- see later in this document)

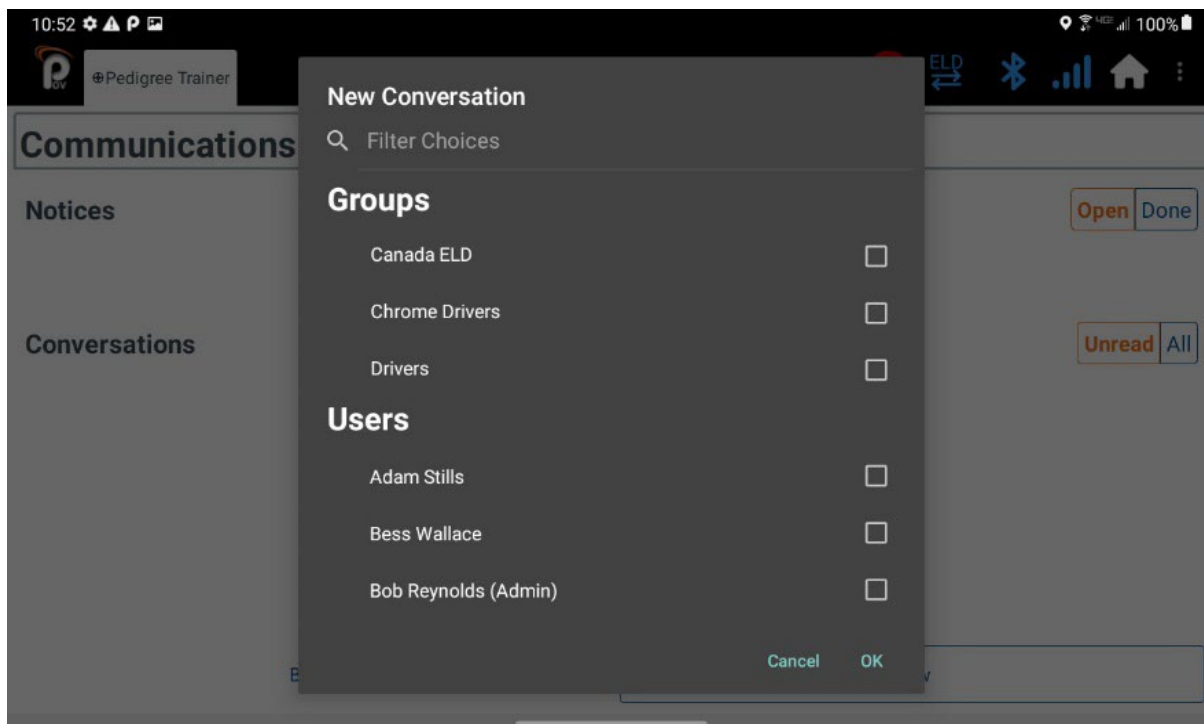


POV

Use the New button at the bottom right in POV to start a new message chat. (Conversations are a permission. You can choose whether or not to allow your drivers to have Conversations.)

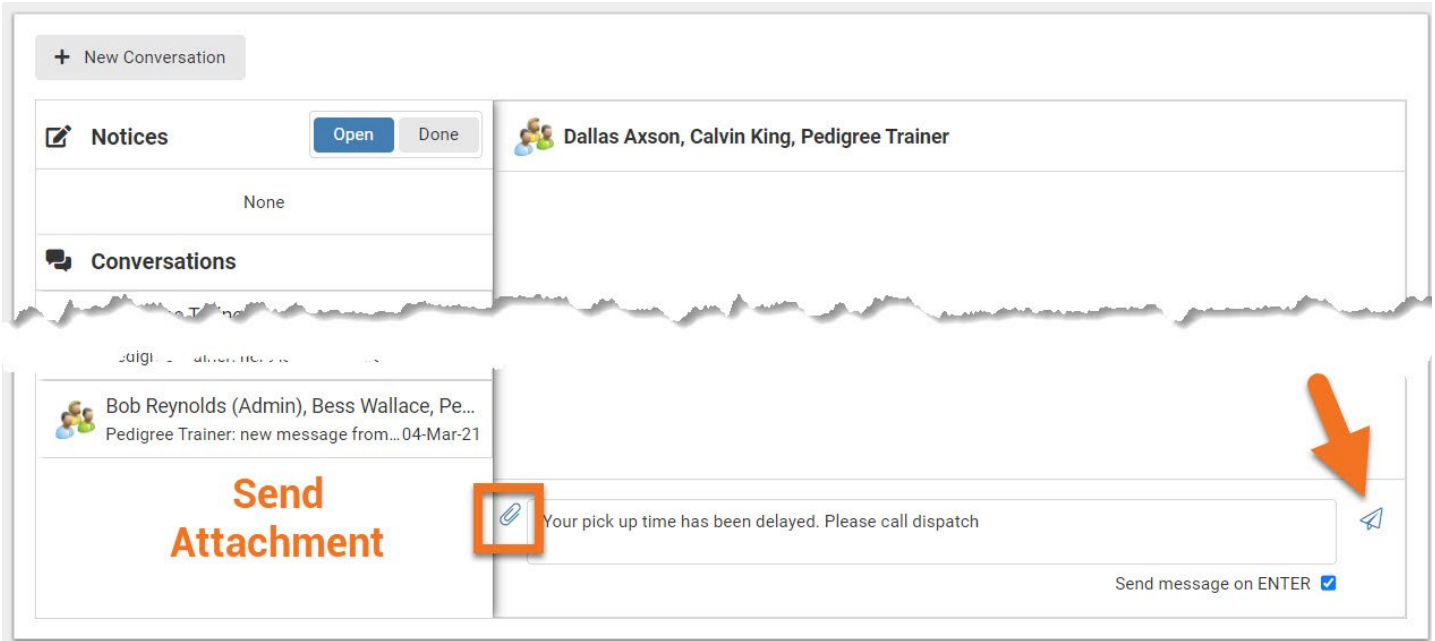


In the New Conversations pop-up, choose one or more groups to include in the message or choose one or more users to receive the message. (You must either choose groups or users, you cannot include both.)



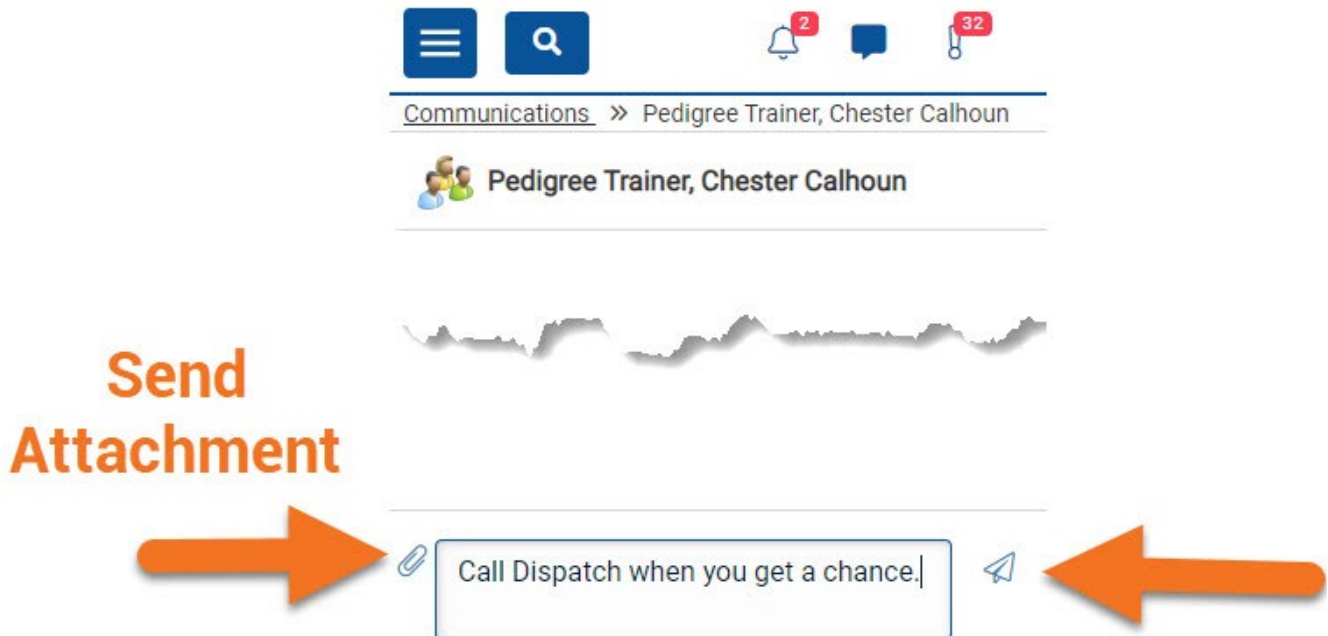
Add Message and/or Attachments

The message or chat field allows you to type any message that you would like. You can also use the attachment feature (paperclip icon) to add images or pdf files to send to your recipients. Use the arrow to send the message.



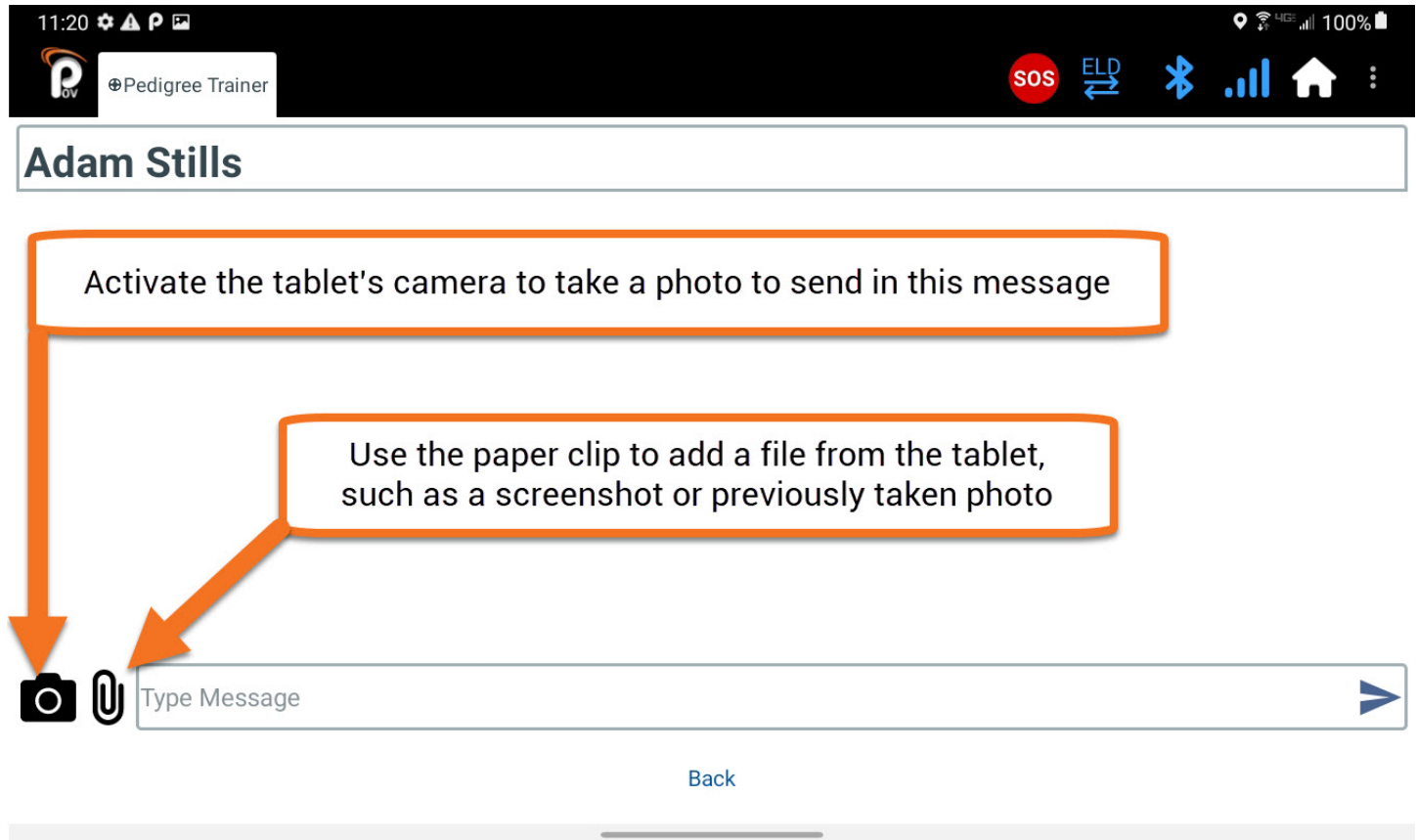
In OneView, you can use the enter key to send messages, or uncheck the Send Message on ENTER button to only use the arrow to send.

OneView Mobile



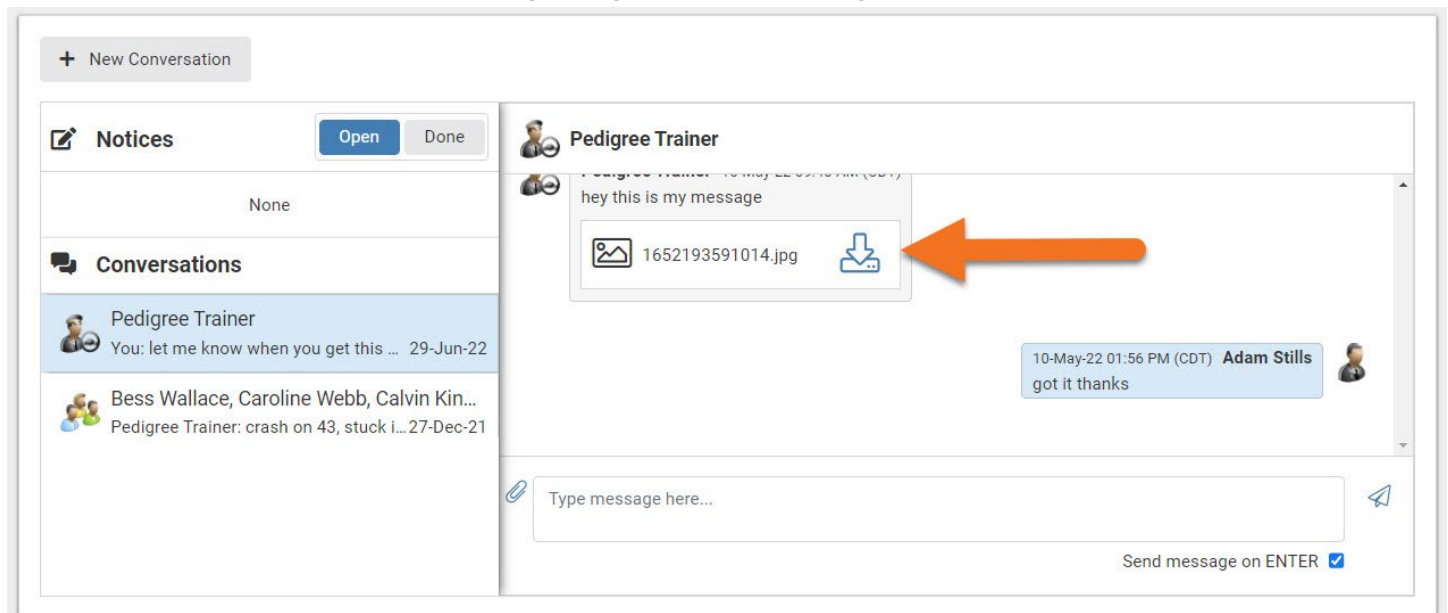
POV

POV includes two different attachment icons. The camera will activate the tablet's camera and attach the photo to the message. The paperclip will open the tablet's file storage and the driver can select a saved file to attach to the message.



Message String

You will continue to have access to the message string and add new messages and attachments as needed.



OneView Mobile

Communications

Notices Open Done

None



Conversations Unread All

- Pedigree Trainer, Chester Calhoun
You: Call Dispatch when you... 10:27 AM (CDT)
- Pedigree Trainer**
You: let me know when you get this ...29-Jun-22
- Bess Wallace, Caroline Webb, Calvin Kin...
Pedigree Trainer: crash on 43, stuck...27-Dec-21
- Bess Wallace, George Monroe, Dallas A...
Calvin King: Screenshot_20210427... 06-May-21
- Eric Dawson, Getac Driver 2, Chester Ca...
Pedigree Trainer: here is my test m... 10-Mar-21
- Bob Reynolds (Admin), Bess Wallace, P...
Pedigree Trainer: new message fro... 04-Mar-21

Communications >> Pedigree Trainer

Pedigree Trainer

Pedigree Trainer
hey this is my message

 1652193... 

10-May-22 10:40 AM (CDT)

Adam Stills
got it thanks
10-May-22 01:56 PM (CDT)

Adam Stills
Call when you finish this load
26-May-22 08:09 AM (CDT)

Pedigree Trainer
ok
27-May-22 10:38 AM (CDT)

Type message here...

POV

Communications

Notices

Conversations


- Adam Stills, Chester Calhoun, Pedigree Trainer
Call Dispatch when you get a chance.
- Adam Stills, Pedigree Trainer
let me know when you get this message
- Adam Stills, Bess Wallace, Calvin King, Caroline Webb, Pedigree Trainer
crash on 43, stuck... take a different road

Adam Stills

Adam Stills 4/21/22 3:31PM
2

5/2/22 11:55AM **Pedigree Trainer**
here is my training test convo this is my edit
(Edited)

5/10/22 10:40AM **Pedigree Trainer**
hey this is my message

 1652193591014.jpg

Type Message

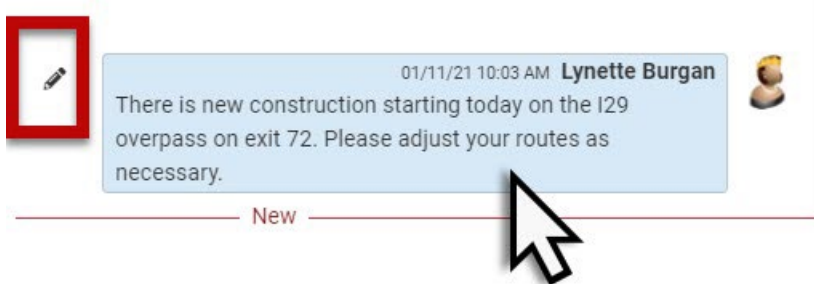
Back

Edit a Conversation Message

From time to time you may realize that you need to correct a message you previously sent, or attach a forgotten file. You can edit one of your own messages, but not the messages of others.

OneView

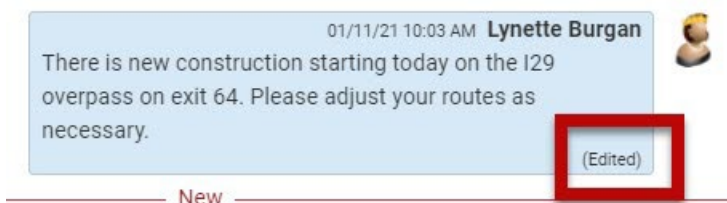
Hover with your mouse over the chat response/message you wish to edit to reveal an edit pencil.



After clicking the edit pencil, your message can now be edited, including using the attachment icon to add or change the attachment. Save your changes.

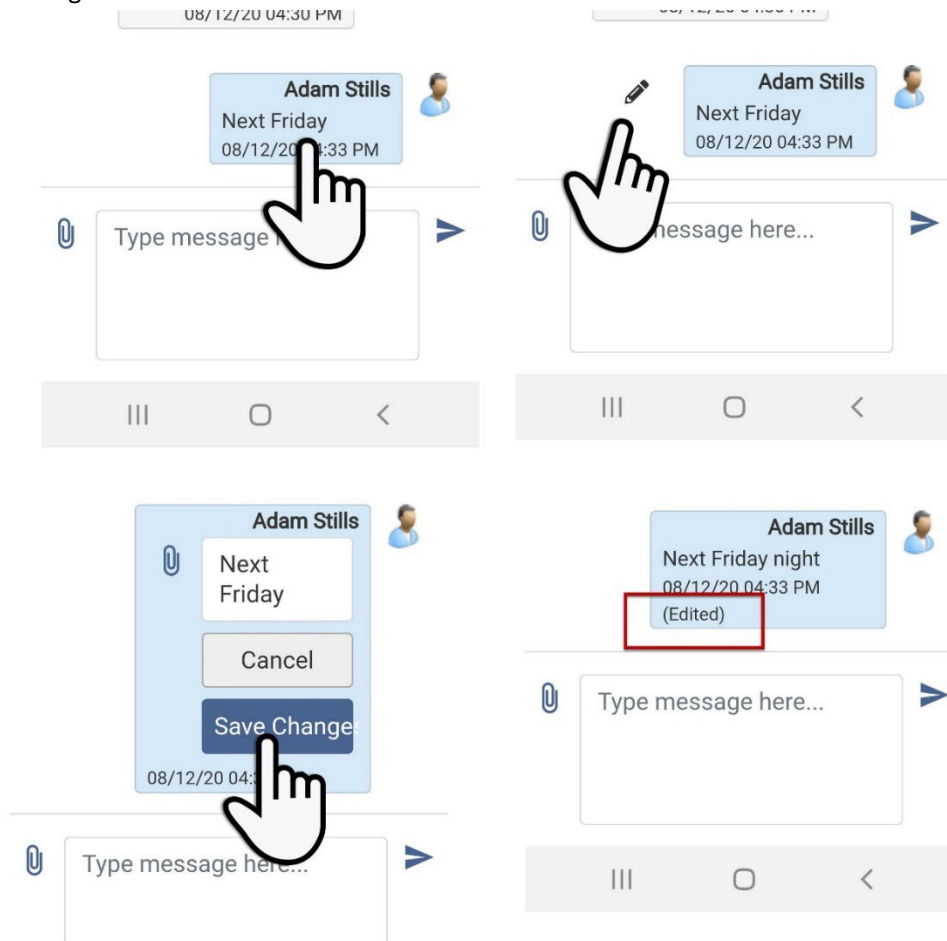


After making any changes and resaving your message, you will see the “edited” note on your message.



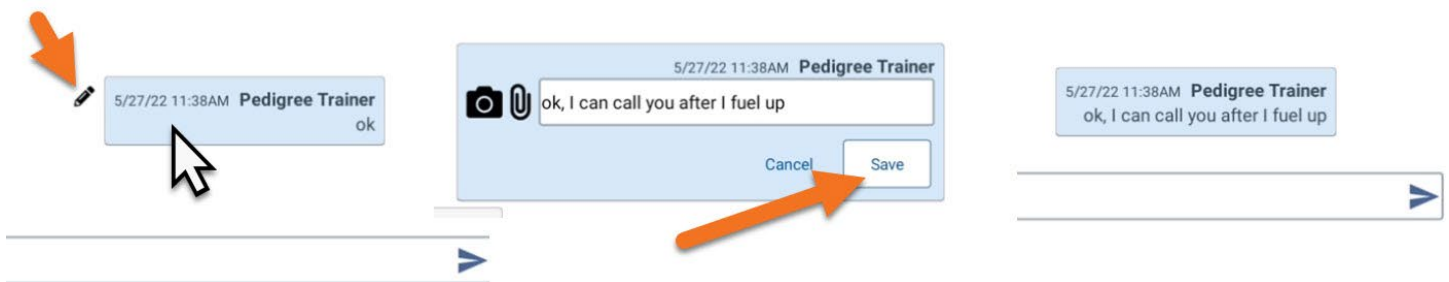
OneView Mobile

Find the message you wish to edit and tap on it. Then tap the edit pencil. Next make changes and then resave. Your edited message will include the “edited” note.

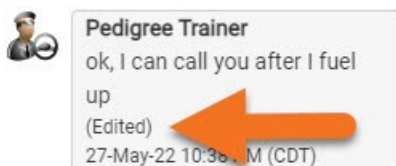


POV

Find the message you want to edit and tap on it to reveal the edit pencil. Tap the edit pencil and then edit your message and save your changed.



The recipient will see (Edited) on any message that has been edited.

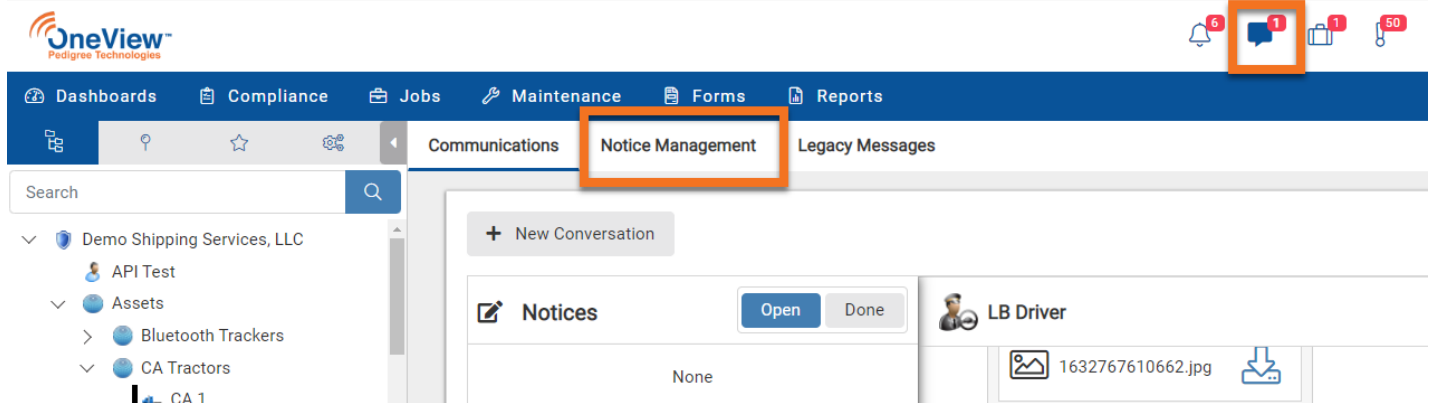


Notices

Notices can be sent to users of OneView and POV with the ability to add attachments, require signatures, and optional correspondence. Notices are tracked and notice manager will be able to view when notices were viewed, signed, and completed.

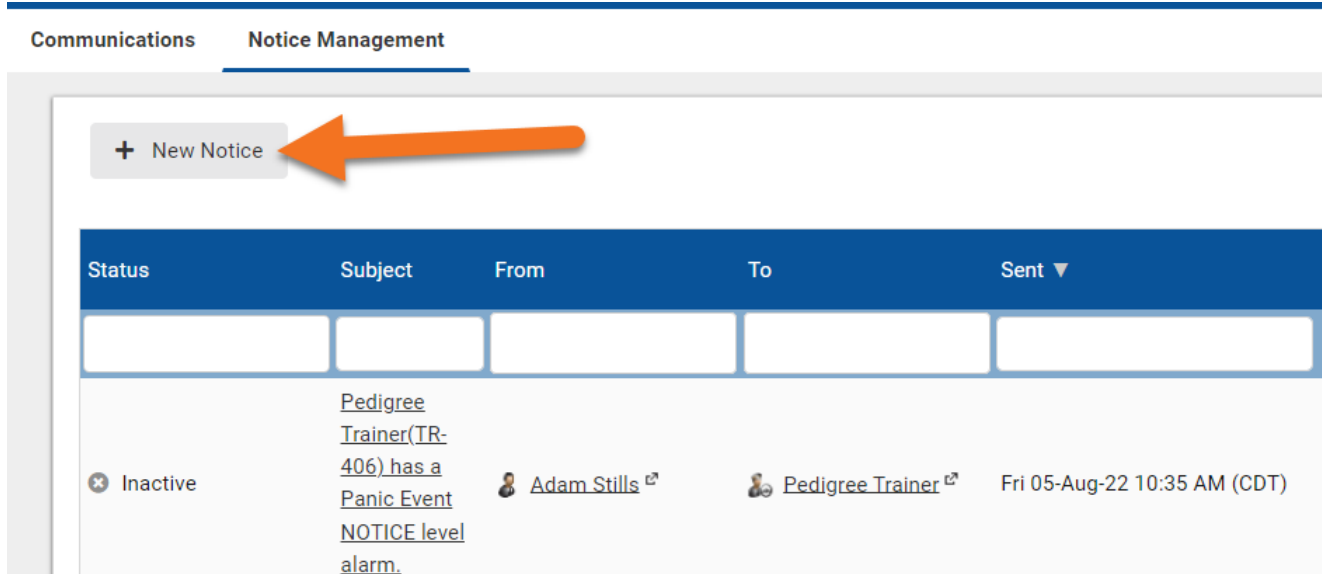
How to Create and Send a Notice

Notice administrators will see their notice management button in the message area. First click on the message icon at the top right and then Notice Management.



Add New Notice

Use the **+ New Notice** button to start a new notice.



The new notice window will appear. Fill out the fields necessary for your notice. (Explanation of fields below.)

Create Notice

To*

1

Select User / Group

▼

Active Until*

2

15-Sep-22 10:48 AM (CDT)

📅

3

Subject*

4

Body*

5

Attachments

📎

6

Response Options

☐ Allow a message in their response

☐ Message is optional
 ☐ Message is required

☐ Allow an attachment in their response

☐ Attachment is optional
 ☐ Attachment is required

☐ Allow a signature in their response

☐ Signature is optional
 ☐ Signature is required

7

Cancel

Save and Close

- To:** This field will be the recipients of this notice. Either notify a group, or individual users.

To*

Select User / Group

Groups

Administrators

Calamp

Camera Users

Canada ELD

Chrome Drivers

Division 4

Drivers

HOS Annotations

Ifta

Jobs

Library

Mechanics

To*

Kate LaRue

mike Nelson

Drivers

Harold Hart (D)

j Larry

Jack Burdick

Jacki Merrit

James Smith

Jerry Bohann

Joe Smith

John Melia

Kate LaRue

L Bur

Levi Polk

Marty Hayes

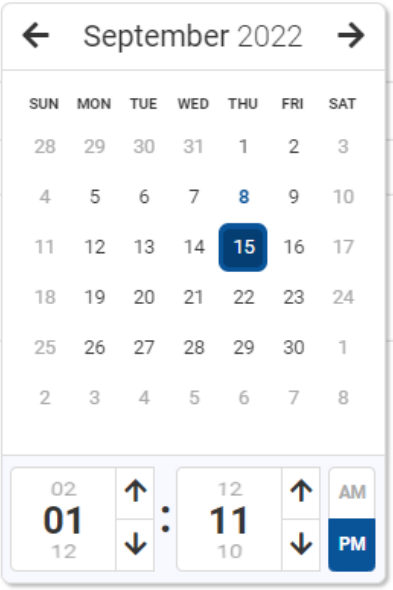
mike Nelson

Pedigree Trainer

2. **Active Until:** This field will bring up a calendar where you can set a date for this notice to expire. Use both the date and the time clock to set a specific moment in time when the notice will be removed from recipients' lists. Notice managers will be able to see expired notices after they have been removed from users message area.

Active Until*





15-Sep-22 01:11 PM (CDT)




3. **Subject:** Add the subject line of this notice here.
4. **Body:** Add the message text that you want to include with the notice here.
5. **Attachments:** Click the paperclip icon to Choose a file from your digital library or add pdf's or image attachments to this notice.

Add Attachment

Search

- ☐  user guide
- ☐  DOT Inspection Recommendations
Expires Thu 14-Sep-23
- ☐  Company Insurance Card
Expires Tue 14-Mar-23
- ☐  Weight permit
Expires Fri 30-Dec-22

File Upload

 **File Upload**
Select a file or drag to upload

File Description

Description for a new library file

Cancel Add

6. **Response Options:** you can add optional and required response options for the recipients of this notice. First check the box next to the option, like all message, allow attachment, or allow signature, and then choose if their response is optional or required, like a required signature.


Subject*


New Company Insurance card


Body*

this new insurance card has been added to your digital library.

Attachments

 **Company Insurance Card**
Expires Tue 14-Mar-23

 Download



Response Options

☒ Allow a message in their response

☒ Message is optional

☐ Message is required

☐ Allow an attachment in their response

☐ Attachment is optional

☐ Attachment is required

☒ Allow a signature in their response

☐ Signature is optional

☒ Signature is required

Cancel Save and Close

7. **Save and Close:** after completing the add notice form, save and close the form, or cancel to exit without completing the form.

List of Notices – Notice Management

After creating a notice, you will see it in a filterable list on your Notice Management Page (Notice Managers Only).

Communications **Notice Management**

+ New Notice

Status	Subject	From	To	Sent	Total Recipients	Unread	Open	Done	
Active	New Company Insurance card Pedigree	Adam Stills	Drivers, mike Nelson, Kate LaRue	Thu 08-Sep-22 01:18 PM (CDT)	26	22	0	4	

Notice Recipient Data

If you click on a notice from the list, you will see the recipient data that shows who the notice was sent to, who read the notice, who completed all of the required elements in the notice, and who responded to the notice.

Notice: New Company Insurance card

To*
mike Nelson, Kate LaRue, Drivers

Active Until*
15-Sep-22 01:11 PM (CDT)

Subject*
New Company Insurance card

Body*
this new insurance card has been added to your digital library.

Attachments
Company Insurance Card Expires Tue 14-Mar-23 Download

Response Options
☒ Allow a message in their response
☒ Message is optional
☐ Message is required
☒ Allow an attachment in their response
☒ Attachment is optional

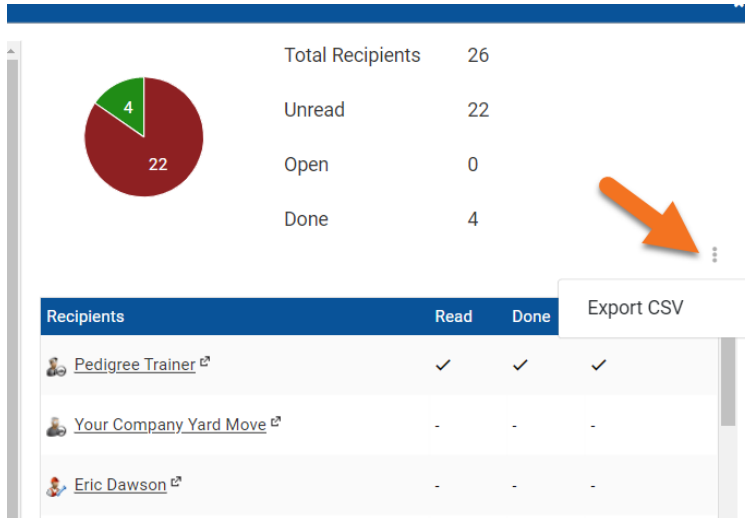
Recipients

Recipients	Read	Done	Response
Pedigree Trainer	✓	✓	✓
Your Company Yard Move	-	-	-
Eric Dawson	-	-	-
James Smith	-	-	-
Samuel Jones	-	-	-
Bess Wallace	✓	✓	✓
Chester Calhoun	✓	✓	✓

Close Save and Close

Export Notice Results

Use the ellipsis menu to export the recipient response results.

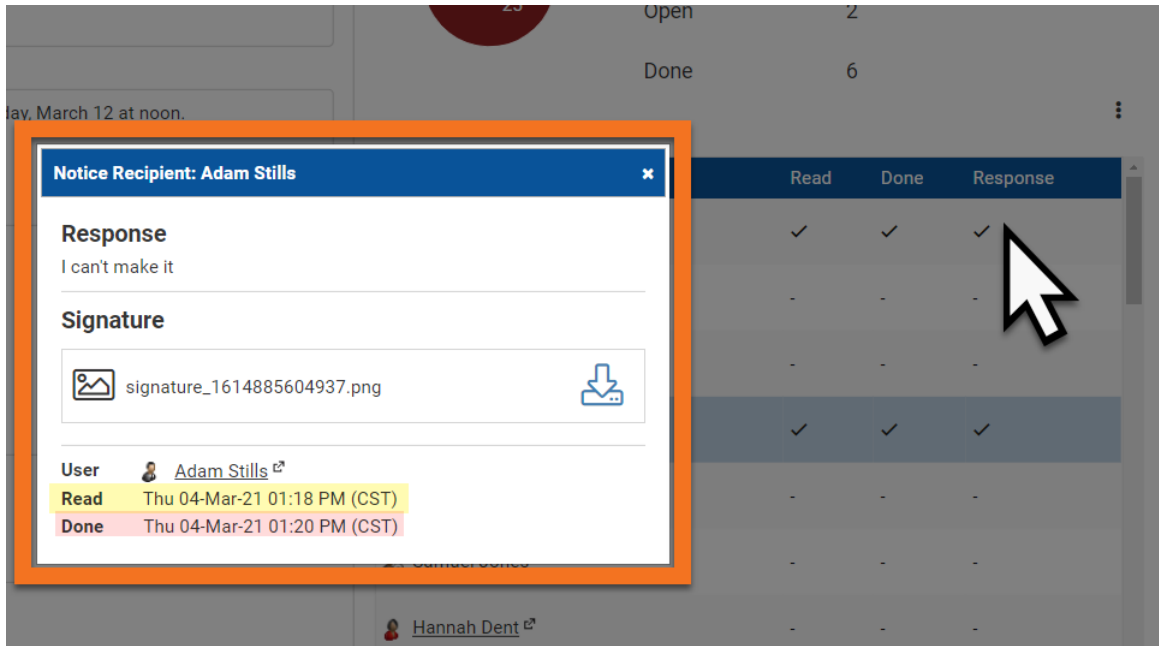


The csv that downloads will include links to view any of the signatures or files sent by the responder.

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R
1	Recipients	Read Time	Done Time	Response	Signature	Attachment												
2	John Mella																	
3	Michael Lunde																	
4	Luke Doeling																	
5	LB Driver	Thu 01-Jul-21 01:37 PM (CDT)	Thu 01-Jul-21 01:37 PM (CDT)			https://oneview2.pedigreetechnologies.com/lineage/payload/7819065/5a06cc0a4582ca16f5db9b518fb51ee995799f53:signature1625164476897.png												
6	Clark Rickey																	
7	AmeriCall Driver																	
8	deidra d																	
9	Russ Robe	Wed 07-Jul-21 01:14 PM (CDT)																
10	Morgan Se	Wed 14-Jul-21 09:25 AM (CDT)	Wed 14-Jul-21 09:30 AM (CDT)			https://oneview2.pedigreetechnologies.com/lineage/payload/10468433/573c596da522a520045e0194c3ac64dc3db0be5e:signature1626272726717.png												
11	Cathy Dux (D)																	
12	Nick Dugai	Thu 01-Jul-21 02:24 PM (CDT)	Thu 01-Jul-21 02:24 PM (CDT)			https://oneview2.pedigreetechnologies.com/lineage/payload/9935717/870da00c8edcfdb1bbe1ae70f31eac3aa35e7d71:signature1625167339795.png												
13	Nick Dugan Test																	
14	Megan Fra	Thu 01-Jul-21 06:21 PM (CDT)	Tue 06-Jul-21 09:22 AM (CDT)															

View a Response

By clicking on the check marks in the notice window, the pop up will include the response message, signature and any attachment the responder uploaded. You can click the download button on any file or signature to view or download the file as well as see the read (open) time and done time of the responder.






The screenshot shows a dashboard with a table of recipient status. A pop-up window titled 'Notice Recipient: Adam Stills' is open, showing the response message, signature, and user information. A mouse cursor is pointing at the 'Response' column in the table.

Recipients	Read	Done	Response
Adam Stills	✓	✓	✓
Hannah Dent	-	-	-

Notice Recipient: Adam Stills

Response
I can't make it

Signature
 signature_1614885604937.png 

User  Adam Stills

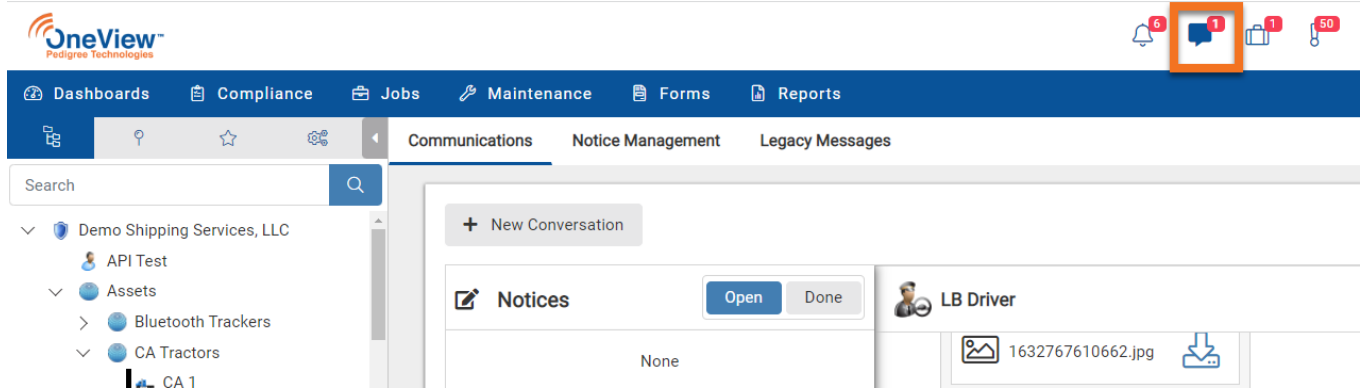
Read Thu 04-Mar-21 01:18 PM (CST)

Done Thu 04-Mar-21 01:20 PM (CST)

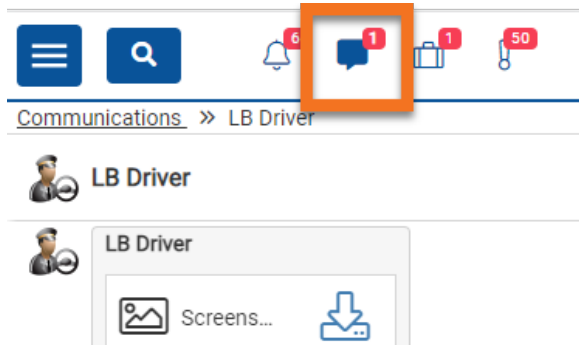
Read a Notice

To send a notice (or read a notice) tap on the Message icon in OneView or OneView Mobile, or tap the Communications button in POV.

OneView

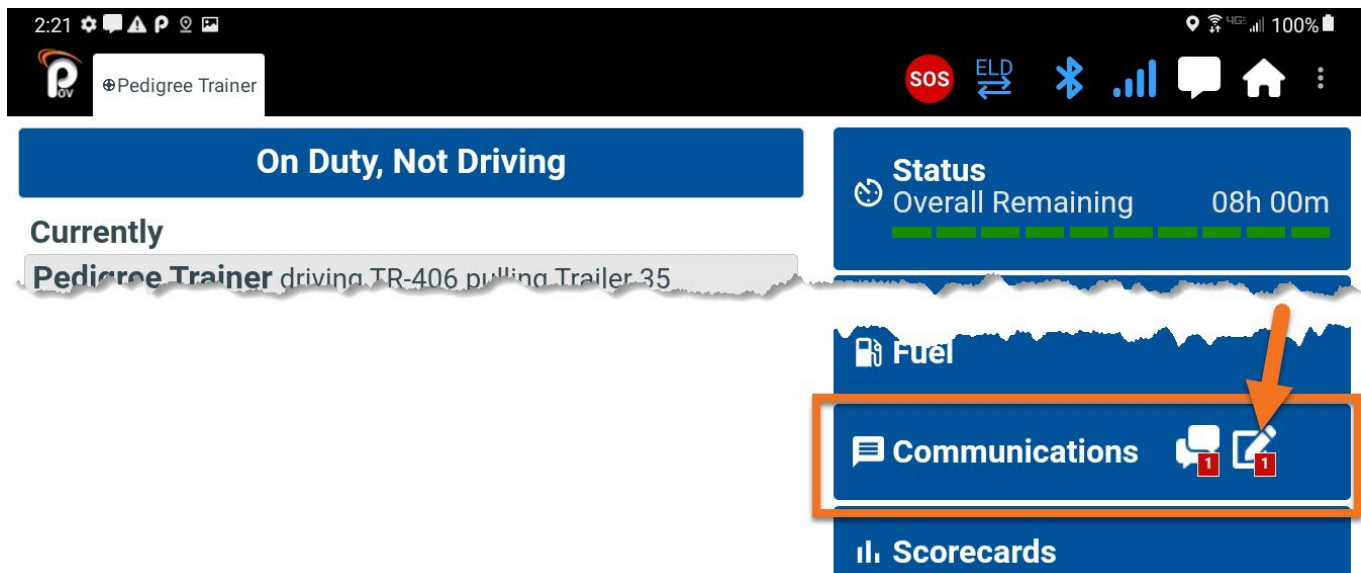


OneView Mobile



POV

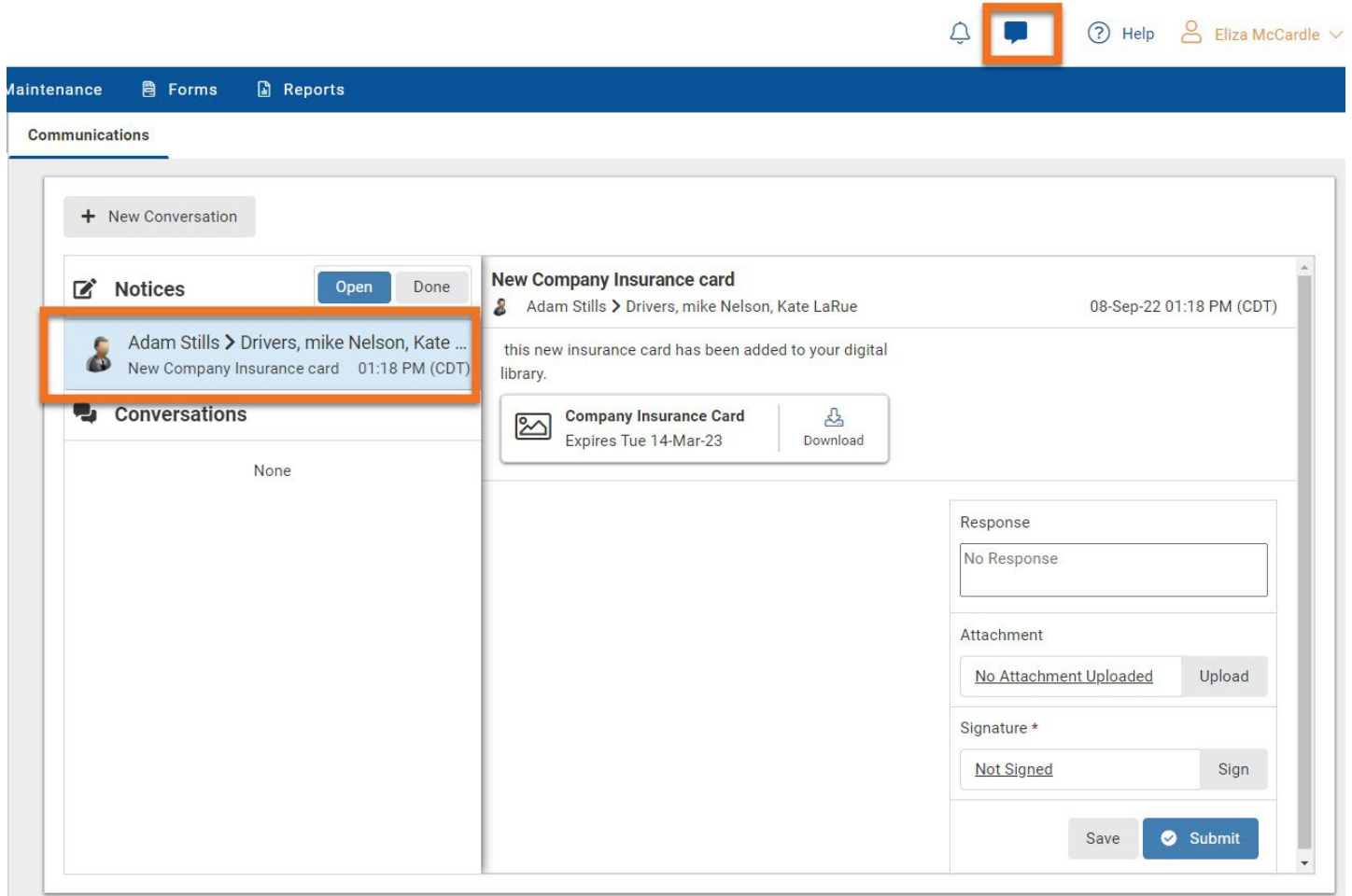
To read a notice, tap the Communications tab.



Open Notice

Notices are listed under the section titled **Notices**. Click or tap on any notice to open.

OneView



The screenshot shows the OneView Communications interface. At the top, there is a navigation bar with a bell icon, a chat icon (highlighted with an orange box), a help icon, and a user profile for Eliza McCardle. Below the navigation bar is a blue header with tabs for Maintenance, Forms, and Reports. The main content area is titled 'Communications' and contains a 'New Conversation' button. On the left, there is a 'Notices' section with a list of notices. One notice is highlighted with an orange box: 'Adam Stills > Drivers, mike Nelson, Kate ... New Company Insurance card 01:18 PM (CDT)'. Below the notices is a 'Conversations' section, which is currently empty. On the right, the details of the selected notice are shown. The title is 'New Company Insurance card' and the sender is 'Adam Stills > Drivers, mike Nelson, Kate LaRue'. The message states: 'this new insurance card has been added to your digital library.' Below the message is a card for the 'Company Insurance Card' which expires on 'Tue 14-Mar-23' and has a 'Download' button. On the right side of the notice details, there are input fields for 'Response' (with 'No Response' selected), 'Attachment' (with 'No Attachment Uploaded' and an 'Upload' button), and 'Signature *' (with 'Not Signed' and a 'Sign' button). At the bottom right, there are 'Save' and 'Submit' buttons.

OneView Mobile

Communications

Notices Open Done

Adam Stills > Drivers, mike Nelson, Kate...
New Company Insurance card 01:18 PM (CDT)

Conversations Unread All

None

+

Communications >> New Company Insurance card

New Company Insurance card

Adam Stills > Drivers, 08-Sep-22 01:18 PM (CDT)
mike Nelson, Kate LaRue

this new insurance card has been added to your digital library.

Company Insurance Card
Expires Tue 14-Mar-23 Download

Response

No Response

Attachment

No Attachment Uploaded Upload

Signature *

Not Signed Sign

Save Submit

POV

Communications

Notices

Adam Stills > Drivers, Kate LaRue, mike Nelson
New Company Insurance card

Conversations

Adam Stills, Chester Calhoun, Pedigree Trainer
Call Dispatch when you get a chance.

Adam Stills, Pedigree Trainer
let me know when you get this message

Adam Stills, Bess Wallace, Calvin King, Caroline Webb, Pedigree Trainer
crash on 43, stuck in the middle, take a different road

Back

Adam Stills > Drivers, Kate LaRue, mike Nelson
New Company Insurance card 9/8/22 2:18PM

this new insurance card has been added to your digital library.

Insurance-card.png

Response

Attachment

No Attachment Selected 📷 📎

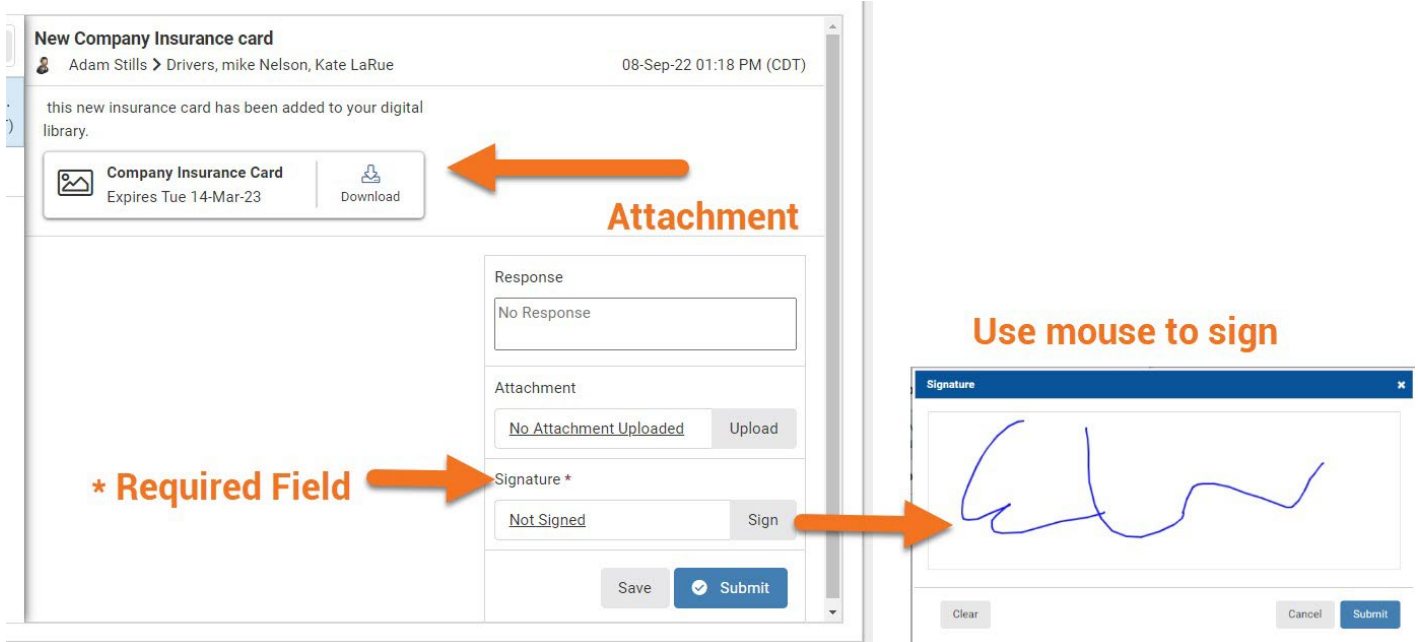
Signature *

Back

Notice

The notice will include text to read and may include an attachment, require a signature or allow a response or even an upload from the recipient.

OneView



New Company Insurance card
Adam Stills > Drivers, mike Nelson, Kate LaRue 08-Sep-22 01:18 PM (CDT)

this new insurance card has been added to your digital library.

Attachment

Company Insurance Card Expires Tue 14-Mar-23 Download

*** Required Field**

Response
No Response

Attachment
No Attachment Uploaded Upload

Signature *
Not Signed Sign

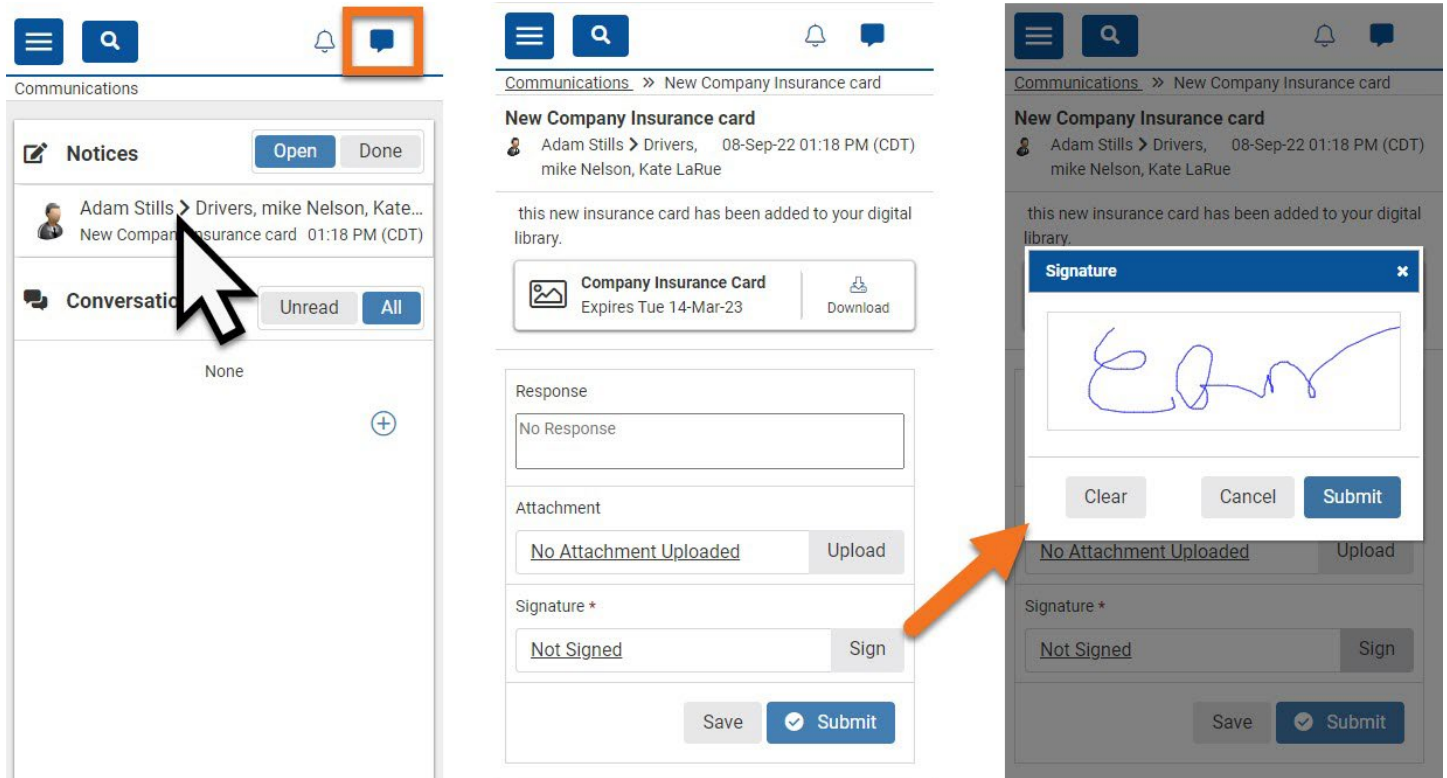
Save Submit

Use mouse to sign

Signature

Clear Cancel Submit

OneView Mobile



Communications

Notices Open Done

Adam Stills > Drivers, mike Nelson, Kate...
New Company Insurance card 01:18 PM (CDT)

Conversations Unread All

None

New Company Insurance card
Adam Stills > Drivers, mike Nelson, Kate LaRue 08-Sep-22 01:18 PM (CDT)

this new insurance card has been added to your digital library.

Attachment

Company Insurance Card Expires Tue 14-Mar-23 Download

Response
No Response

Attachment
No Attachment Uploaded Upload

Signature *
Not Signed Sign

Save Submit

Signature

Clear Cancel Submit

No Attachment Uploaded Upload

Signature *
Not Signed Sign

Save Submit

POV

2:22 SOS ELD Bluetooth Signal Home Pedigree Trainer Insurance-card.png

Response

Attachment

No Attachment Selected

Signature *

Not Signed

Sign

Save Submit

Back

