digipostpro

Administration Guide

content overview

> assembly and mounting
> administrative functions
> interaction with digivu and digifobpro
> data management and housekeeping

ASSETGO

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Removing the Frame

Remove the outer frame to access the mounting plate. Apply pressure with your thumbs on the face and pull the frame upwards with your fingers.

Power and USB Connection

USB connection for programming

Power connection (use included 9V power supply)

Cabling

The outer frame has four break out tabs for cabling. Clip the tabs with pliers (or similar) and feed the cables through. It is also possible to run the cables behind the unit.

Inserting the module and fixing to the wall

Insert the module into the left side of the digipostpro until it clicks. The module contacts should face up (see below). The digipostpro detects which module is inserted and displays appropriate menu options.

There are four screw points in the base. Use the fixing kit supplied to attach the digipostpro to the wall.

digipostpro Controls

Screen icons	Description
	Card files pending
	Clocking logs pending

Screen icons	Description
/	Modem Status
/	LAN Status
/	Server Connection Status

Pressing right/left from the main screen will change the information displayed at the bottom of the screen. Listed as right from main screen

LAN / Modem	MAC Address / Network Name & ID
	IP Address / SIM Number
	Hostname
	Serial Number & Firmware

Accessing Administration Options

To access the Main Menu ensure the digipostpro is powered and that the screen displays the insert card icon . Insert a valid configuration card and when prompted to do so remove it.

The digipostpro will now display the Main Menu. Use the arrow buttons to navigate the options.

From within any sub-menu, simply press the return button ↵ to return to the previous menu, and ultimately, the main menu.

As a security feature the unit will exit the Administration Options if it does not detect any activity for 10 minutes.

If you wish to exit the administration options then navigate to the 'Exit' icon in the main menu and press the OK button.

Access via a configuration code

Configuration can be done via a configuration code, negating the need for a configuration card (perfect for end users). Resellers should visit the Tachosys Dealer Zone at dealerzone.tachosys.com. After signing in, select the digipostpro Menu Unlock Code option and enter the serial number of the digipostpro that requires configuration. This will generate a code which can be sent to an end user.

In order to enter the code on a digipostpro, from the main screen press ↵ ↵ OK. This will bring up a menu prompting you to enter the activation code, scroll through the numbers by using the up and down arrows.

Any code generated only lasts for one calendar day.

Configuration via USB and digiConnect

You can configure all settings on the device or you can use our digiConnect software. To do this, ensure the device is in the configuration menu and then connect it to a PC via the USB port on the side of the device (near the power socket). All options can be configured via digiConnect. The digiConnect software can be downloaded from www.tachosys.com/Downloads/Software.

Configuring Basic Preferences

Select the Preferences icon from the main menu and select one of the follow options:

Language

Scroll through the language options and press ↵ to save the language selected and return to the preferences menu.

Brightness

Use left/right arrows to alter brightness percentage. Click ↵ to save the setting selected.

Time

Use the left/right arrows to set the time difference from UTC (Coordinated Universal Time) required. Then choose whether to use daylight savings by scrolling left/right to turn on/off. Press ↵ to save the settings selected.

Please note that the digipostpro has an internal battery which will keep the clock accurate if power is removed from the device. Actual time is set from the server.

Sound
Use left/right arrows to turn device sounds on or off. To save the setting, press the ↵ button.

Highlight Colour
Adjust the RGB settings using the right/left arrows) to choose the required highlight colour. To save the setting, press the ↵ button.

How to type and set configuration options
In order to enter text into any configuration option you must first highlight the option and press the OK button. This allows you to enter or change characters by using the Up and Down arrows (holding down the arrow buttons will enable a faster scroll). To move to the next character, press the right arrow button (you can scroll through any existing entry using the left and right arrows).

When you have completed the entry press either ↵ or OK. This leads to a display which allows you to select whether to clear the entire entry, discard any changes that have been made, or to save it and exit. Pressing Save and Exit will return you to the previous menu.

Configuring for Networking

To navigate to the network configuration settings, highlight the Connectivity icon in the main menu and press OK.

To set up server options, select the Server icon. This will give you three settings: Server Type, Hostname and Port.

Server Type

There are three options to choose from and they determine where you want the files to be sent.

digiCentral

This forwards any files received by the digipostpro to an account on digiCentral. The digipostpro must be registered on digiCentral to enable a connection with the device. Please contact your reseller for more information in relation to setting up an account on their digiCentral server.

digiFFS

digiFFS (File Forwarding System) can be used if you want to forward the files received by the digipostpro to somewhere other than digiCentral (therefore it does not require registration). Pressing OK on the Type option (when displaying digiFFS) will then give you the option of selecting a specific forwarding type. Toggle left/right to select which option you want. By pressing OK on the option you require, you will be required to fill in further credentials. For company specific credentials that are unknown, to you please contact your reseller.

Please note that this is only for forwarding files; clocking is not compatible with this option.

digiConnect

Specific to the LAN version of the digipostpro. You can forward your files locally via digiConnect. Select digiConnect and enter the port number (hostname is not required for this option).

Standard Server Options

Hostname: To set the hostname highlight the option and press the OK button. See 'How to type and set configuration options' on page 9. Please contact your reseller if you do not know the hostname.

Port: The default port is set at 4616 unless configured differently by your service provider. digiFFS uses 4619. If you are running your own server or your service provider supports a different port allocation then this can be changed.

Connectivity Settings

In order to change the connectivity settings, select the settings icon in the Connectivity menu. The connectivity settings will differ depending on whether you are connecting via LAN or modem (3G/GPRS).

LAN Settings

The default option is dynamic (DHCP). You may turn off dynamic and switch to a static IP address by toggling left or right.

To configure the settings for the static IP address press the OK button. This will lead to you to a further menu with the option to enter the IP Address settings (IP address, Mask and Gateway) and the option to enter up to 2 DNS server addresses.

If your network does not support a dynamic IP and you need to enter a static IP, refer to your network administrator for all of the necessary entries. Refer to 'How to type and set configuration options' on Page 9 for details on how to change characters in each entry.

Modem (3G/GPRS) Settings

Refer to your mobile provider for the following information:

- APN
- User
- Password
- PIN (SIM dependent)

Refer to 'How to type and set configuration options' on Page 9 for details on how to change characters in each entry.

File System - Files

To see what files are on the device in List view, select the Files option in the Files System menu. The list view gives you limited file information (Driver Name, Driver Card Number, date and time of VU download). Further analysis of those files on the digipostpro is not available through the configuration menu, only immediately after the card has been read (please see pages 15-16 for more information).

By pressing OK on a specific file, this gives you the option to delete it or view further options.

Delete File

Use this option with caution as if you have not uploaded files to the main server they will be permanently lost. If you want to delete the file, press the OK button. You will then receive a message asking whether you are sure you want to delete the file. Choose the green tick and press OK to confirm deletion.

File Options

Choose File Options in order to change the archive status of files (check/uncheck the box by using the left/ right buttons - press ↵ to save and return to the previous menu). Unchecking an archived file will force it to be sent to the server again at the earliest opportunity. Unarchived or unmarked files represent those that have not yet been sent to the server or those which will be sent again.

Delete All

Use this option with caution as if you have not uploaded files to the main server they will be permanently lost. From the main File System menu, you are also given the option of deleting all files from the device. To do so, press the OK button. You will then receive a message asking whether you are sure you want to delete all files. Choose the green tick and press OK to confirm deletion.

Analysis

In the Analysis menu you are given options for the information which will be displayed when analysing a driver card on the digipostpro.

Enable Analysis: Use this option to enable or disable analysis of driver cards at the end of the driver card upload process.

Working Time: When this option is enabled, the digipostpro will display working time infringements.

POA as Break: Set POA (Period of Availability) as break as on or off depending on how this applies in your region.

Clocking

Clocking is supported with the standard unit for driver cards only. The addition of the Clocking Module extends this functionality. If you already have the clocking module for your digipostpro, see pages 24-27 for further information.

To use a driver card for clocking, you must enable the setting. You can then configure each arrow button for certain clocking functions and set whether that button will also download the driver card once the clocking function has been completed.

For further help on setting up clocking using a driver card, you can follow many of the steps on pages 24-27 (ignoring the references to the clocking module, RFID cards/tags and fingerprint reading).

digivu

The digivu menu option allows you to set whether to show the digivu menu after any files have been downloaded from it. Use the left/right buttons to switch this option on or off.

About

The 'About' menu option displays:

- Device serial number
- Device PWD - found in the brackets next to the device serial number - and is necessary to register the device on a digicentral server.
- Date and time of production
- Software version number
- COM (Communication method i.e. modem/LAN etc.)

Downloading Driver Card Files

To download a driver card make sure that the digipostpro is on the main screen (displaying the present card icon). Simply insert the driver card with the chip facing up. The file transfer will begin automatically and a progress bar will indicate the transfer status. Completion of the file transfer is indicated by a driver card with tick icon or, if analysis is enabled, an option to run analysis. If sounds are enabled, an alert will also sound after the completion of the transfer.

Driver Card Analysis

If analysis has been enabled press the OK button when prompted with the analysis icon and the 'Run Analysis' text. This will begin the generation of the analysis and progress will be indicated.

To navigate the analysis report records, use the left/right arrows to scroll through all available analysis records. Pressing the down arrow will give a more detailed description.

To aid the analysis of driver cards, please see the following tables which explain the meaning of each icon. They are split into first, second and third level icons which, when displayed together, drill down into a specific report record for analysis.

First level Driver Card Analysis icons

Latest

Summary

Infringement

Information

Second level Driver Card Analysis icons

Drive

Rest

All modes; Drive, Rest, Work, POA.

Work

Availability

Time overlap

Third Level Driver Card Analysis icons

Weekly

2 Weekly

Within 24 Hours.

Break

Putting analysis icons together (example)

The three levels of icon used in the driver card analysis are put together to give an at a glance view of summarised data. For example;

= Latest summary for all modes in last 24 hours.

= Infringement - Rest - Weekly (Weekly rest infringement)

digivu Controls

digivu USB adaptor

Your digivu may be supplied with a USB adaptor. This enables the digivu to be directly connected to a PC so is not for use with the digipostpro. You can download digiconnect from Tachosys.com should you wish to configure your digivu using this method.

Key to digivu LEDs		
	Activity	Memory
Green	Complete	< 75% full
Amber	Active	75% full
Red	Fault	100% full

Connecting digivu to the Vehicle Tachograph Unit

Insert a valid Company Card into Slot 1 or Slot 2 of the Vehicle Tachograph.

Stoneridge

Insert the digivu into the appropriate download connector as indicated.

VDO

The digivu is powered by the Tachograph.

Please note: The new Smart Tachographs vary from the above and therefore download sockets will be located in a slightly different position.

digivu internal memory

digivu has 16MB of internal memory which on average will store 120+ VU data files. The indicator shows a green LED for sufficient memory, an orange LED for 75% used memory and a red light indicates that there is insufficient space for the current VU download. The digivu will manage its own file storage by default so will automatically overwrite archived files.

digivu activity LED

When your digivu is connected to a VU the Download Activity LED will indicate the current stage of the download process. A flashing orange LED indicates that the digivu and the Vehicle Unit are communicating. A red LED indicates an error in the download process - see Troubleshooting on pages 28-29 for more information. A green LED indicates your download from the VU has been successful.

Maintaining and transferring files from your download device

The digipostpro supports the transfer of VU and Driver Card files from both the digivu and digifobpro. It does not support alternative download devices.

digivu

To connect your digivu simply remove the digivu cap and insert the digivu into the digipostpro's front socket. The file transfer will begin automatically and a progress bar indicates the transfer progress. When the transfer is completed an alert will sound (if enabled) and a digivu with tick icon will be displayed. Press OK to enter the digivu menu if it is enabled. If not, simply remove the digivu from the device.

digivu firmware upgrades

If your digivu is running an old version of firmware, when it first connects to the digipostpro you will be asked whether you want to update it. To update it, select the green tick and press OK. A bar will indicate the progress of the update. A tick icon appears upon completion.

digifobpro

To connect a digifobpro use the same cable that connects the digifobpro to the Vehicle Unit (spare part code: DFP02-TC), placing the cable in the front socket of the digipostpro.

Please note that if you are using an original digifobpro (1st generation), the cable used will have the same socket/plug at both ends - it does not matter which end goes in the digipostpro.

The file transfer will start automatically and a progress bar indicates the progress of each transfer. When the transfer is complete an alert will sound (if enabled) and a digifobpro with tick icon will be displayed. Simply disconnect your digifobpro from the device.

Archived Files

Once files from a digifobpro or digivu have been transferred to a digipostpro, it will mark the transferred files on the digifobpro and digivu as archived. If the download device is plugged in again, it will not transfer archived files. Only new or unarchived files will be transferred.

If required, files can be manually archived or unarchived on the download device. With the digivu this can be done via the digipostpro using the digivu configuration menu when the digivu is inserted (see page 21). With the digifobpro this can be done on the device itself or by using digiConnect on a PC.

Configuring your digivu via the digipostpro

To configure a digivu via your digipostpro, the digivu menu option must be turned on in the configuration menu.

Connect your digivu to the digipostpro ensuring that the digipostpro is powered. Once any upload has been completed, to enter the digivu configuration menu, press OK.

Only digivu's V4 and upwards can be configured via digipostpro.

File System

In this menu, you are given the option to either view all files on the digivu or delete them.

The Files option navigates you to the list of files on the digivu. Depending on the usage of the device, the files may be a combination of VU files and Driver Card files. This list gives you limited file information; analysis of those files on the digipostpro is unavailable.

By pressing OK on a specific file, this gives further options to either delete that individual file or change it's archive status.

Deleting a file

If delete is selected, the device will ask whether you are sure. To confirm deletion, highlight the green tick and press OK. This function should be used with caution.

File Options - Archive status

Selecting the File Options icon will give you the ability to change the archive status of that individual file. If that file has already been uploaded to the digipostpro, this will have been set as archived. Once a file is marked as 'Archived' it will not be uploaded again.

To change the archive status, use the left/right buttons before pressing ↵ . A file that has its archive flag changed will be uploaded the next time the digivu is inserted.

Delete All

Use this option with caution as if you have not uploaded files to the main server they will be permanently lost. Under File System in the digivu configuration menu, you are given the option of deleting all files from the device. To do so, press the OK button. You will then receive a security message asking whether you are sure you want to delete all files. Choose the green tick and press OK to confirm deletion.

Vehicle Download

The Vehicle Download menu allows you to set what information the digivu downloads from the VU. You have four settings:

Standard Download

This option shows you a list of numbers (01-05). The numbers represent which vehicle file sections are enabled on your digivu. To view a table of what each section number means, see the table in 'Troubleshooting' on page 28.

To edit which sections are enabled, highlight the Standard Download option and press OK. This will give a further 4 customisable options.

Activity (02) sets what information is downloaded while the other three options, Events and Faults (03); Speed Data (04) and Technical Data (05), are all simply on/off.

Special Data

When Special Data is turned on it creates a separate 'S' prefixed file on your download device. This file is created only for VDO Tachographs, and will contain 4hz speed data which can be analysed with appropriate software.

Driver Card

By turning on the Driver Card option, this will enable the digivu to download driver card files from the tachograph unit if present. This saves the driver having to download his information separately.

Download Speed

Scrolling left/right on this option reveals three choices; Optimised, Standard and Slow.

Optimised: This will download files at the fastest achievable rate given the Tachograph unit type and firmware release.

Standard: This will run as per the absolute requirements of the Annex 1b / 1c standards, irrespective of Tachograph type.

Slow: If you are having download issues, using Slow will set the download speed at a slower rate than the absolute requirements.

Download Log

In the Download Log menu there are a further two options: Read Log and Clear Log

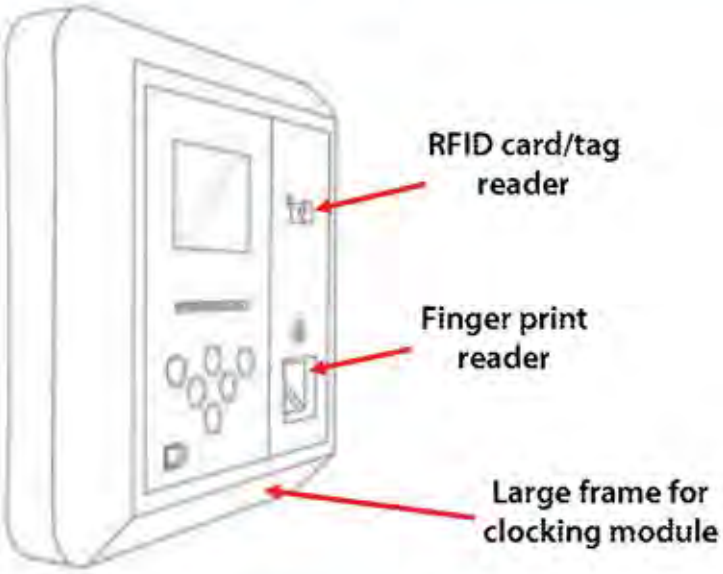
Read Log shows a list of downloads performed by the digivu. For each download it gives the date, time and either driver card number or vehicle reg. number depending on whether it has downloaded driver card or VU files. It will also display error codes to diagnose any failed downloads.

Clear Log allows you to delete the download log held on the download device. For security, it will ask you for confirmation.

Information

The Information icon will display the information of the divigu attached. It will display the digivu's Serial Number, Build Date and Time and the version of firmware installed.

Digipostpro with Clocking Module



Hardware set up of digipostpro with Clocking Module

To add the clocking module to a digipostpro ensure the base unit is not powered.

First, remove the outer frame from the base unit (see page 4). Then place the base unit and the clocking module on a flat surface and carefully slide them together, ensuring that all the pins are correctly aligned with the base unit connectors. Alignment is extremely important in order to avoid bending any of the pins.

Once the clocking module is connected to the base unit, follow the instructions for mounting the base unit to the wall (pages 4-5). Once fixed to the wall, slide on the larger frame.

Clocking set up on digipostpro

See page 7 for accessing the configuration menu.

Navigate to the Clocking settings. You are then given the option to change the function of each arrow button or view further clocking options.

Changing the function of arrow buttons allows you to configure what each button does in the clocking process (once a user has got past the identification process of scanning their RFID card/tab and fingerprint). You can configure the buttons how you wish (you can set them as 'unused', clock in/out, or begin or end a break). If you are using a driver card for clocking, you can also set any button to download the driver card along with any other function.

Clocking Options

- The Use Driver Cards option allows you to use driver cards for the purposes of clocking (see page 14). Drivers can use their driver cards and non drivers can use RFID cards/tags.

- Allow Skip (on as default)- removes the option to skip after a fingerprint read failure

- Allow re-register (on as default) this removes the option to re-register a fingerprint against a clocking card after a fingerprint read failure. This function needs to be enabled in order to assign fingerprints to RFID cards/tags on setup.

Assigning a fingerprint to an RFID clocking card/tag

To assign a fingerprint to an RFID card/tag, the 'Re-register' function needs to be enabled within Clocking Options (see page 25).

First, place the appropriate RFID card/tag against the 'tap card' icon until the blue progress bar is full and you hear a beep (if sounds are enabled). A screen with a fingerprint icon will then appear. Place your finger against the fingerprint reader before it times out (the blue bar acts as a countdown indicator). Attempt to scan your finger. As your fingerprint is not assigned to the card/tag, this will fail and you will navigate to the fingerprint failed menu.

Within the menu, select 'Re-register' (if enabled). This will prompt you to scan the same finger three times. If successful, scan the card/tag once more before the screen times out to assign your fingerprint to that card/tag.

Using the device - Clock In/Out and Start/End Break

Place RFID clocking tag or card against the 'tap card' icon until the blue progress bar is full and you hear a 'beep' (if sounds are enabled). Then scan the finger with the fingerprint assigned to that RFID card/tag using the fingerprint scanner.

The buttons are configurable (p.29) so menu may appear different to above image

If successful, you will navigate to the clocking screen (see above). Using the arrow buttons, select what you want to do (Clock In/Out or Start/End Break).

Failed fingerprint authorisation

If a fingerprint fails to read successfully, you will navigate to the fingerprint failed menu. If all options are enabled, you have three options:

- Retry - allows you to retry fingerprint recognition.

- Skip (if enabled), allows you to by-pass the fingerprint confirmation. While this will still allow you to access the clocking options (to clock in/out and begin/end break), it will also log that the clocking card was used without fingerprint confirmation.

- Re-register - if enabled, this allows a user to assign a new fingerprint to that card (see page 25). As with the 'skip' function, this action will be logged.

Please Note: All actions performed by the clocking module will be sent as a log packet to digiCentral. This means that any incorrect methods of clocking or failed authorisation attempts will be recorded.

Server Options with Clocking

It is only possible to upload Clocking logs when using the full digiCentral server option. Other server options (digiFFS; digiConnect; and digiCentral XML) will simply discard any clocking logs if an upload is attempted.

If connected to a network, the clocking logs will be sent immediately to digiCentral. If these logs need to be forwarded onto another clocking provider, this will need to be setup on digiCentral.

If the digipostpro is not connected to a network, the clocking logs will be sent the next time a connection is established.

Information on digivu vehicle file sections (TREPS)

Section 01	Overview: includes data such as vehicle ID, Last VU download and by which type of card.
Section 02	Activities: all tachograph recordable actions performed in the use of the truck by a driver or other card holder. Does not include faults.
Section 03	Events and faults: all faults recorded on the tachograph including; overspeeds, power interruptions and time adjustments.
Section 04	Detailed speed: truck speed is recorded every second the truck is moving. There is a limit of 24 hours of physical movement.
Section 05	Technical data: details relating to the vehicle unit identity, software version and calibration.

digivu Vehicle Unit Connectivity Issues

If a Red LED displays in the Activity Window during a Vehicle download; check the presence of a Company Card, ensure the vehicle is stationary and the vehicle's ignition is on and try again by removing your digivu, waiting 10 seconds and reinserting your digivu.

Server Errors

If you suspect an error concerning connection with a server, there is a helpful diagnostic tool to help identify whether this is the case. From the main screen press down, down, OK. This will return the last error message from the server for the current connection. Please be aware that this will only return the last error message from the server, so check the date on the error message to determine whether it has a bearing on your issue.

MENU MAP

File System

Files [Select File]

Delete File [Confirm Yes/No]

File Options
- Archived [On/Off]

Delete All [Confirm Yes/No]

Analysis
- Enable Analysis [On/Off]
- Working Time [On/Off]
- Unknown Activity [On/Off]
- POA as Break [On/Off]

Clocking

Up Button State
- Clocking State [Unused; Clock Out; Clock In; Start Break; End Break]
- Download Card [On/Off]

Down Button State
- Clocking State [Unused; Clock Out; Clock In; Start Break; End Break]
- Download Card [On/Off]

Left Button State
- Clocking State [Unused; Clock Out; Clock In; Start Break; End Break]
- Download Card [On/Off]

Right Button State
- Clocking State [Unused; Clock Out; Clock In; Start Break; End Break]
- Download Card [On/Off]

Clocking Options
- Use Driver Cards [On/Off]
- Allow Skip [On/Off]
- Allow Re-register [On/Off]

digivu
- Show Menu [On/Off]

Settings

Language
- Display Language [Čeština; Dansk; Deutsch; English; Español; Français; Italiano; Magyar; Nederlands; Português; Solvenčina; Suomi; Svenska]

Display
- Brightness [10-100%]

Time
- UTC Offset [Set Offset time length (30 min increments)]
- Daylight Saving [On/Off]

Sound
- Sound [On/Off]

Highlight Colour
[RGB Options]

Connectivity

Server
- Type [digiCentral; digiFFS; digiConnect]
- Hostname
- Port Number

Settings

- APN
- User
- Password
- PIN

} GPRS devices

>Connectivity > Settings cont.

- IP Address
  - Dynamic
  - Static [Select]
    - IP Address
      - IP Address
      - Mask
      - Gateway
    - DNS Servers
      - Preferred DNS
      - Alternate DNS

LAN devices

WIFI MODULE

- SSID [Scan for networks prompt Yes/No]
  [Select SSID]
- Passphrase
- IP Address
  - Dynamic
  - Static [Select]
    - IP Address
      - IP Address
      - Mask
      - Gateway
    - DNS Servers
      - Preferred DNS
      - Alternate DNS

About

Exit

Digivu Menu
File System
Files
[Select File]
Delete File [Confirm Yes/No]

File Options
Archived [On/Off]
Delete All [Confirm Yes/No]
Vehicle Download
Standard Download
Activity [Since Last; All; Off; 1-250 days; Date Range [Set date range]; Since Last (VU)]
Events & Faults [On/Off]
Speed Data [On/Off]
Technical Data [On/Off]
Special Data [On/Off]
Driver Card [On/Off]
Download Speed [Slow; Standard; Optimised]

Download Log
Read Log
Clear Log [Confirm Yes/No]
Digivu information

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