

HOW TO CREATE A PRE-START CHECKLIST

STEP 1

Log into the zootaLink platform and navigate to the Main page.

The screenshot displays the ZZOOTA platform interface. On the left, a sidebar contains a search bar and a list of objects under the 'Objects' tab. The main area shows a map of Brisbane, Queensland, Australia, with various landmarks and streets visible. The bottom of the interface features a control panel with fields for 'Address:', 'Time:', 'Stop duration:', and 'Driver:', along with buttons for '+ Add sensor' and '+ Add service'.

Object Name	Status	Speed
Ungrouped (960)	Not connected	0 kph
Pre-start Test Logistics Corp. (11)	Not connected	0 kph
Pre-start Test 101	Not connected	0 kph
Pre-start Test 102	Not connected	0 kph
Pre-start Test 103	Not connected	0 kph
Pre-start Test 104	Not connected	0 kph
Pre-start Test 105	Not connected	0 kph
Pre-start Test 106	Not connected	0 kph
Pre-start Test 107	Not connected	0 kph
Pre-start Test 108	Not connected	0 kph
Pre-start Test 109	Not connected	0 kph
Pre-start Test 110	Not connected	0 kph
Pre-start Test 111	Not connected	0 kph

STEP 2

Choose the Object you wish to add the checklist to from the Navigation panel.

Select the Overflow menu “⋮”.

The screenshot displays the ZZOOTA mobile application interface. At the top left, the ZZOOTA logo is visible. Below it, there are tabs for 'Objects', 'Events', and 'History'. A search bar is located below the tabs. The main area is a map of Brisbane, Australia, showing various landmarks and streets. A red arrow points to the overflow menu (three vertical dots) next to the 'Pre-start Test Logistics Corp. (11)' object in the navigation panel. The overflow menu is open, showing options: 'Show history (last hour)', 'Show history (today)', 'Show history (yesterday)', 'Follow', 'Send command', 'Edit', 'Sharing', and 'Checklist QR Code'. At the bottom of the screen, there are sections for 'Sensors' and 'Services', each with a '+ Add sensor' and '+ Add service' button respectively. The bottom left section contains input fields for 'Address:', 'Time:', 'Stop duration:', and 'Driver:'.

STEP 3

Select "Edit".

The screenshot displays the ZZOOTA mobile application interface. At the top left, the ZZOOTA logo is visible. Below it, there are tabs for 'Objects', 'Events', and 'History'. A search bar is located below the tabs. The main area is divided into a list of objects on the left and a map on the right. The list of objects includes:

- Ungrouped (960)
- Pre-start Test Logistics Corp. (11)
- Pre-start Test 101 (Not connected)
- Pre-start Test 102 (Not connected)
- Pre-start Test 103 (Not connected)
- Pre-start Test 104 (Not connected)
- Pre-start Test 105 (Not connected)
- Pre-start Test 106 (Not connected)
- Pre-start Test 107 (Not connected)
- Pre-start Test 108 (Not connected)
- Pre-start Test 109 (Not connected)
- Pre-start Test 110 (Not connected)
- Pre-start Test 111 (Not connected)

A red arrow points to the 'Edit' option in the context menu for the selected object. The context menu also includes options for 'Show history (last hour)', 'Show history (today)', 'Show history (yesterday)', 'Follow', 'Send command', 'Sharing', and 'Checklist QR Code'. The map shows a city street grid with various landmarks and points of interest. At the bottom of the screen, there are sections for 'Address', 'Time', 'Stop duration', and 'Driver', along with 'Sensors' and 'Services' sections, each with a '+ Add sensor' or '+ Add service' button.

STEP 4

Select "Services".

The screenshot shows the ZZOOTA mobile application interface. In the foreground, an 'Edit' dialog box is open, displaying various configuration options. The 'Services' tab is selected, and a red arrow points to it. The dialog box contains the following fields:

- Active
- User*: training@zzoota.com
- Name*: Pre-start Test 101
- Device IMEI / Tracker ID: 999999
- Expiration date:

At the bottom of the dialog box, there are 'Save' and 'Cancel' buttons. The background shows a map of Brisbane with various locations marked, and a list of test logs on the left side of the screen.

Open "<https://track.zzoota.com/#device-form-services>" in a new tab

STEP 5

Select “+ Add services”.


For Info : If a Checklist has already been created it would be listed here.

The screenshot displays the ZZOOTA mobile application interface. On the left, a sidebar lists various test items under 'Pre-start Test' (e.g., Pre-start Test 101 to 111), each with a status of 'Not connected' and a speed of '0 kph'. The main area shows a map of Brisbane, Queensland, with several location markers. A white 'Edit' dialog box is overlaid on the map, with the 'Services' tab selected. The dialog box contains a '+ Add service' button, which is highlighted by a red arrow. Below the button, there are input fields for 'Name' and 'Expiration date', and a 'No services.' message. At the bottom of the dialog box are 'Save' and 'Cancel' buttons. The background map shows various landmarks like 'Brisbane City Hall', 'State Library of Queensland', and 'Brisbane River'.

STEP 6
Name the Checklist.

Add service ✕

Service **Checklists**

Name:
Pre-start checklist  ⊕

Expiration by:
Odometer ▼

Interval:

Last service:

Trigger event when left:

Renew after expiration


Current odometer: Current engine hours:

Description:

Email:

Save Cancel

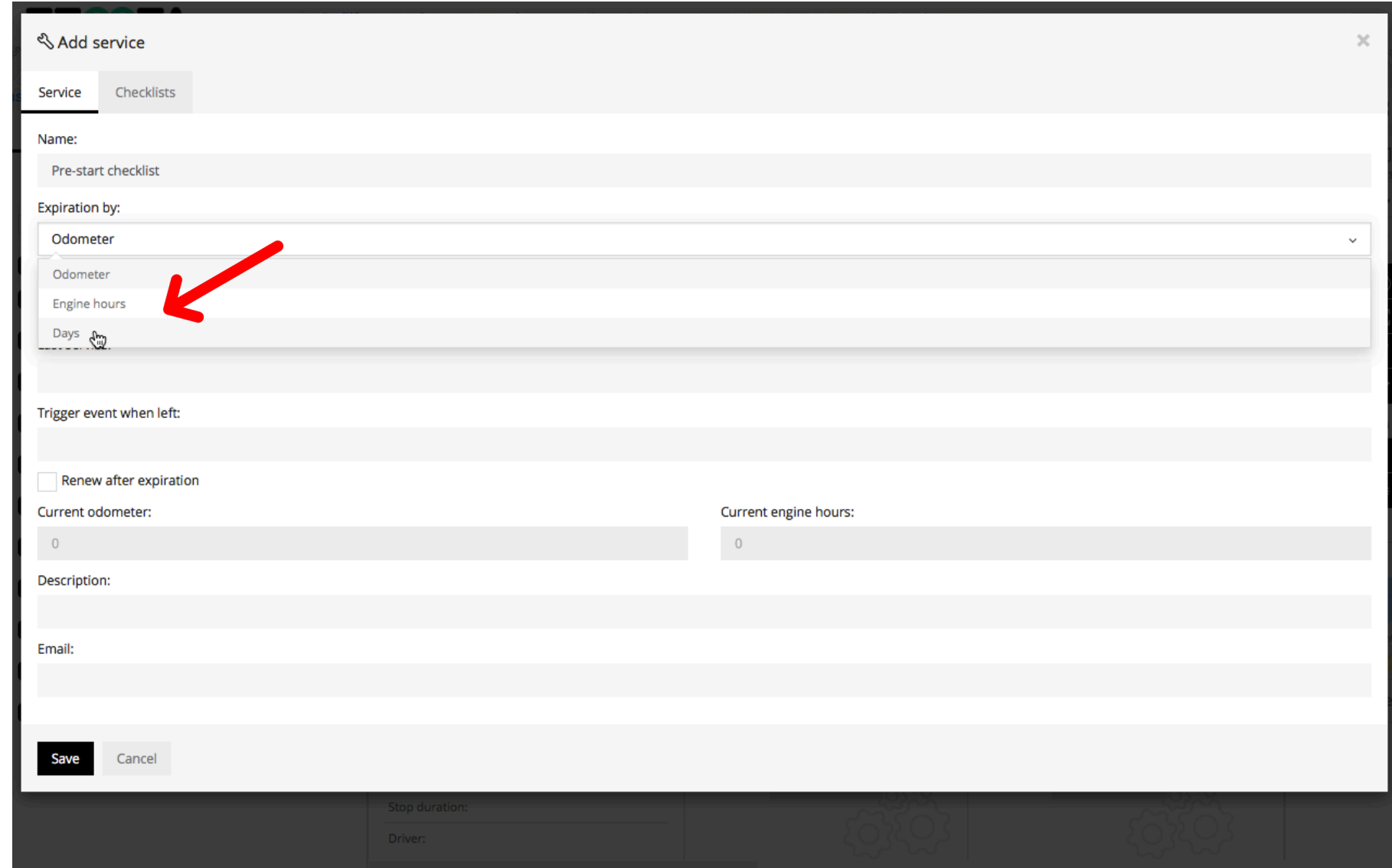
Stop duration:
Driver:



STEP 7

Change the “Expiration by” to “Days”

For Info : The Pre-start Checklist can only be actioned once per day. With Days selected and the following default values entered (next slide) the checklist will renew at midnight and be ready for the next day.



The screenshot shows a web interface for adding a service. The title is "Add service" with a close button in the top right. There are two tabs: "Service" and "Checklists". The "Name:" field contains "Pre-start checklist". The "Expiration by:" dropdown menu is open, showing three options: "Odometer", "Engine hours", and "Days". A red arrow points to the "Days" option, which is highlighted. Below the dropdown, there is a "Trigger event when left:" field. A checkbox labeled "Renew after expiration" is unchecked. There are two input fields for "Current odometer:" and "Current engine hours:", both containing the value "0". There is also a "Description:" field and an "Email:" field. At the bottom, there are "Save" and "Cancel" buttons. The bottom of the screen shows a dark navigation bar with "Stop duration:" and "Driver:" labels and some gear icons.

STEP 8

For a Pre-start Checklist make the following default entries.

Interval = 2

Trigger event when left = 1

Check the box for “Renew after expiration”

Add service

Service Checklists

Name:
Pre-start checklist

Expiration by:
Days

Interval:
2

Last service:

Trigger event when left:
1

Renew after expiration

Current odometer: 0 Current engine hours: 0

Description:

Email:

Save Cancel

Stop duration:

Driver:

STEP 9

Select "Save".

Add service ✕

Service Checklists

Name:
Pre-start Checklist

Expiration by:
Days ▾

Interval:
2

Last service:

Trigger event when left:
1

Renew after expiration



Current odometer: 0 Current engine hours: 0

Description:

Email:

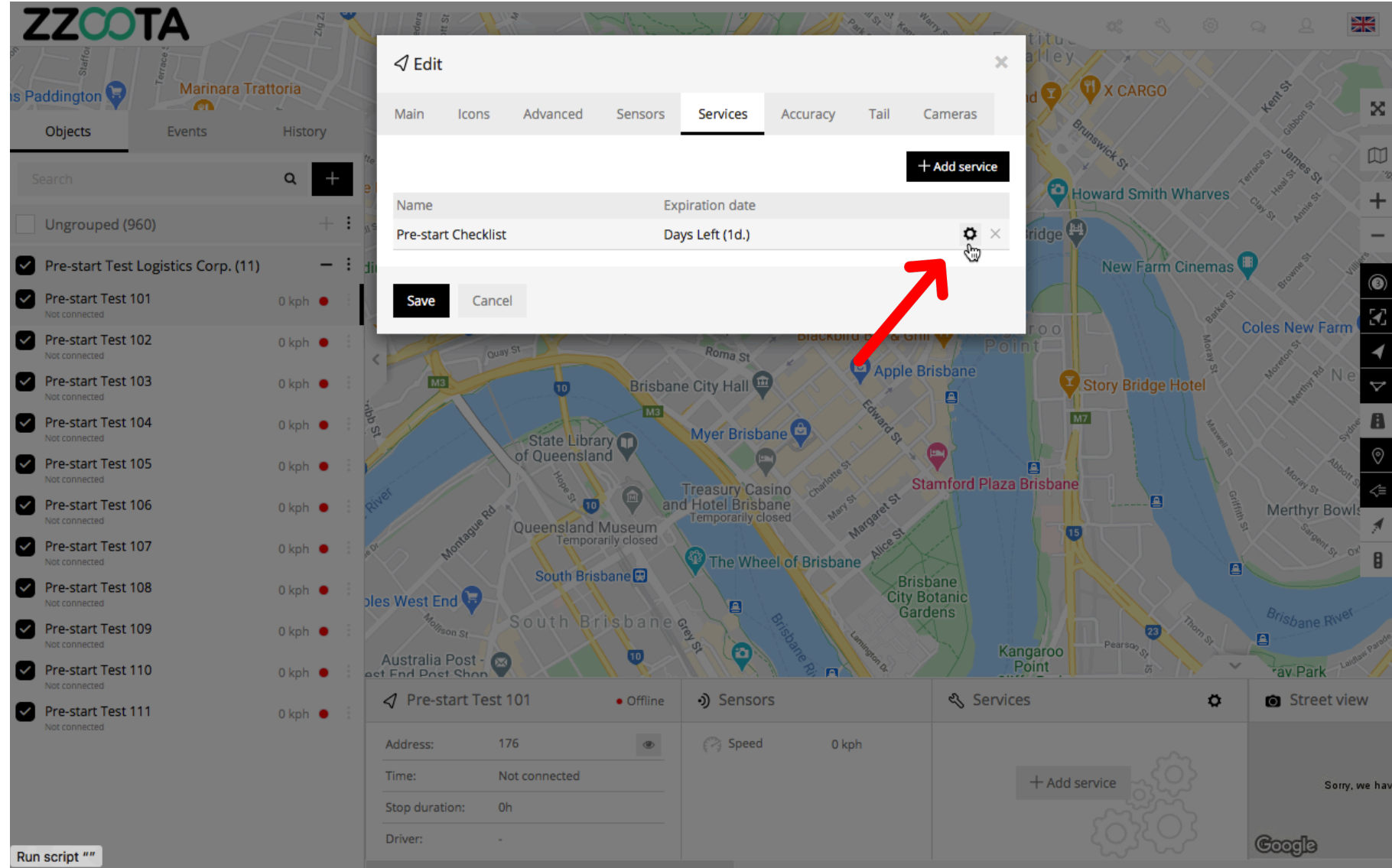
Save Cancel

Stop duration: 0h
Driver: -

STEP 10

Select the cog “” to return to the Edit page.




Edit


Main Icons Advanced Sensors **Services** Accuracy Tail Cameras

+ Add service

Name	Expiration date
Pre-start Checklist	Days Left (1d.)

Save **Cancel**

Pre-start Test 101 Offline Sensors Services  Street view

Address: 176 

Time: Not connected

Stop duration: 0h

Driver: -

Run script ""

Sorry, we have no data for this location.

STEP 11

Select "Checklists".

For Info : The checklist has been given a name and some rules, now we need to give the checklist some Activities by selecting a Checklist Template that was created earlier.

The screenshot shows the 'Edit' form for a checklist in the ZZOOTA application. The form is titled 'Edit' and has two tabs: 'Service' and 'Checklists'. The 'Checklists' tab is active. A red arrow points to the 'Name' field, which contains the text 'Pre-start Checklist'. Below the name field, there are several other fields: 'Expiration by:' with a dropdown menu set to 'Days', 'Interval:' with a value of '2', 'Last service:' (empty), 'Trigger event when left:' with a value of '1', 'Renew after expiration:' with a checked checkbox, 'Current odometer:' with a value of '0', and 'Current engine hours:' with a value of '0'. There are also 'Description:' and 'Email:' fields, both of which are empty. At the bottom of the form, there are 'Save' and 'Cancel' buttons. The bottom of the screen shows a dark navigation bar with 'Stop duration: 0h', 'Driver: -', a gear icon, and the Google logo.

STEP 12 OPTIONAL

Select "Checklists templates".

See next slide

The screenshot displays the ZZOOTA mobile application interface. At the top, there is an 'Edit' header with a close button. Below it, a tab bar shows 'Service' and 'Checklists', with 'Checklists' being the active tab. The main content area displays 'No data.' and a 'Checklist templates' button with a plus sign and an 'Add' button. A red arrow points to the 'Checklist templates' button. At the bottom, there is a 'Save' button and a 'Cancel' button. The background shows a map of Brisbane, Queensland, with various landmarks and streets visible. A list of 'Pre-start Test' items is visible on the left side of the screen, each with a status of 'Not connected' and '0 kph'. The bottom status bar shows 'Pre-start Test 101' with 'Offline' status, 'Sensors' section, 'Services' section, and 'Street view' option. The Google logo is visible in the bottom right corner.

OPTIONAL

Here we can review, edit or add a template.

Close the box by either selecting Cancel or the X in the top right corner.

The screenshot shows the ZZOOTA application interface. A modal dialog titled "Checklist templates" is open, displaying a table of checklist templates. The table has three columns: "Name", "Type", and "Actions". The "Actions" column contains a gear icon for editing and an "X" icon for deleting. A red arrow points to the gear icon for the "Pre-start checklist Demo v1.0" row. The background shows a map of Brisbane and a list of pre-start tests.

Name	Type	Actions
Pre-start demo 1	Pre-start checklist	⚙️ ✕
Demo Pre-start Hino v1.3	Pre-start checklist	⚙️ ✕
Pre-start checklist Demo v1.0	Pre-start checklist	⚙️ ✕

STEP 13

Select "+ Add".

The screenshot displays the 'Edit' screen in the ZZOOTA application. At the top, there is an 'Edit' header with a close button. Below it, two tabs are visible: 'Service' and 'Checklists', with 'Checklists' being the active tab. The main content area is currently empty, displaying 'No data.'. In the top right corner, there are two buttons: 'Checklist templates' and '+ Add'. A red arrow points to the '+ Add' button. At the bottom of the screen, there are 'Save' and 'Cancel' buttons. The background shows a map of Brisbane, Queensland, with various landmarks and a list of 'Pre-start Test' items on the left side. The bottom status bar shows 'Pre-start Test 101' with 'Offline' status, 'Sensors' (Speed: 0 kph), 'Services', and 'Street view' options.

STEP 14

Select the template of your choice from the drop-down menu.

The screenshot displays the ZZOOTA application interface. At the top left, there is an 'Edit' button. Below it, the 'Service' tab is active, and the 'Checklists' sub-tab is selected. The main content area shows 'No data.' and a 'Save' button. A 'Checklist' dialog box is open in the center, featuring a 'Template:' label and a drop-down menu. A red arrow points to the drop-down menu, which is currently set to 'Pre-start checklist Demo v1.0'. The menu is open, showing a list of templates: 'Pre-start checklist Demo v1.0', 'Pre-start demo 1', 'Demo Pre-start Hino v1.3', and 'Pre-start checklist Demo v1.0'. A mouse cursor is hovering over the bottom 'Pre-start checklist Demo v1.0' option. In the background, a map of Brisbane is visible, showing various landmarks like Brisbane City Hall, State Library of Queensland, and Queensland Museum. A table of test results is partially visible on the left side of the screen.

Test ID	Status	Speed
Pre-start Test 101	Not connected	0 kph
Pre-start Test 102	Not connected	0 kph
Pre-start Test 103	Not connected	0 kph
Pre-start Test 104	Not connected	0 kph
Pre-start Test 105	Not connected	0 kph
Pre-start Test 106	Not connected	0 kph
Pre-start Test 107	Not connected	0 kph
Pre-start Test 108	Not connected	0 kph
Pre-start Test 109	Not connected	0 kph
Pre-start Test 110	Not connected	0 kph
Pre-start Test 111	Not connected	0 kph

Address: 176
Time: Not connected
Stop duration: 0h
Driver: .

Speed: 0 kph

Services: + Add service

Street view

Google

STEP 15

Select "Save".

The screenshot displays the ZZOOTA mobile application interface. A modal dialog titled "Checklist" is open, showing a dropdown menu for "Template:" with the selected option "Pre-start checklist Demo v1.0". Below the dropdown are two buttons: "Save" and "Cancel". A red arrow points to the "Save" button. In the background, the application shows a list of "Pre-start Test" items (101-111) with "0 kph" and "Not connected" status. A map of Brisbane is visible, and a service card for "Pre-start Test 101" is shown at the bottom with details like "Address: 176", "Time: Not connected", "Stop duration: 0h", and "Driver: ". The top navigation bar includes "Edit" and "Checklists" tabs. A "Checklist templates + Add" button is located in the top right corner of the main screen.

The template has now been loaded.

Service Checklists

Checklist templates + Add

Pre-start checklist Demo v1.0 Last completed: -

Pass	Fail	Activity	Photo
<input type="checkbox"/>	<input type="checkbox"/>	Tyre Wear and Inflation (including spare)	Upload
<input type="checkbox"/>	<input type="checkbox"/>	Wheel rims, Wheel studs, Wheel nuts	Upload
<input type="checkbox"/>	<input type="checkbox"/>	Jack, Wheel Brace & Tools	Upload
<input type="checkbox"/>	<input type="checkbox"/>	External Lights	Upload
<input type="checkbox"/>	<input type="checkbox"/>	External condition	Upload
<input type="checkbox"/>	<input type="checkbox"/>	Wipers and Fluid	Upload
<input type="checkbox"/>	<input type="checkbox"/>	Horn	Upload
<input type="checkbox"/>	<input type="checkbox"/>	Vehicle registration is current and attached to the windscreen	Upload
<input type="checkbox"/>	<input type="checkbox"/>	E-tag attached to the windscreen	Upload
<input type="checkbox"/>	<input type="checkbox"/>	Internal cleanliness	Upload
<input type="checkbox"/>	<input type="checkbox"/>	Seatbelt operation and condition	Upload
<input type="checkbox"/>	<input type="checkbox"/>	Windscreen condition	Upload
<input type="checkbox"/>	<input type="checkbox"/>	Continue to add items as desired	Upload
<input type="checkbox"/>	<input type="checkbox"/>	Have included Action items in the Notes below	Upload

Notes:

STEP 16

Scroll to the bottom of the page.

Select “Save”

<input type="checkbox"/>	<input type="checkbox"/>	Tyre Wear and Inflation (including spare)	<input type="button" value="Upload"/>
<input type="checkbox"/>	<input type="checkbox"/>	Wheel rims, Wheel studs, Wheel nuts	<input type="button" value="Upload"/>
<input type="checkbox"/>	<input type="checkbox"/>	Jack, Wheel Brace & Tools	<input type="button" value="Upload"/>
<input type="checkbox"/>	<input type="checkbox"/>	External Lights	<input type="button" value="Upload"/>
<input type="checkbox"/>	<input type="checkbox"/>	External condition	<input type="button" value="Upload"/>
<input type="checkbox"/>	<input type="checkbox"/>	Wipers and Fluid	<input type="button" value="Upload"/>
<input type="checkbox"/>	<input type="checkbox"/>	Horn	<input type="button" value="Upload"/>
<input type="checkbox"/>	<input type="checkbox"/>	Vehicle registration is current and attached to the windscreen	<input type="button" value="Upload"/>
<input type="checkbox"/>	<input type="checkbox"/>	E-tag attached to the windscreen	<input type="button" value="Upload"/>
<input type="checkbox"/>	<input type="checkbox"/>	Internal cleanliness	<input type="button" value="Upload"/>
<input type="checkbox"/>	<input type="checkbox"/>	Seatbelt operation and condition	<input type="button" value="Upload"/>
<input type="checkbox"/>	<input type="checkbox"/>	Windscreen condition	<input type="button" value="Upload"/>
<input type="checkbox"/>	<input type="checkbox"/>	Continue to add items as desired	<input type="button" value="Upload"/>
<input type="checkbox"/>	<input type="checkbox"/>	Have included Action items in the Notes below	<input type="button" value="Upload"/>

Notes:



STEP 17

Select "Save"

The screenshot displays the ZZOOTA mobile application interface. On the left, a sidebar lists various test units, including 'Pre-start Test 101' through 'Pre-start Test 111', all marked as 'Not connected'. The main area shows a map of Brisbane with several location markers. A dialog box titled 'Edit' is open, showing the 'Services' tab. The dialog contains a table with the following data:

Name	Expiration date
Pre-start Checklist	Days Left (1d.)

Below the table, there are 'Save' and 'Cancel' buttons. A red arrow points to the 'Save' button. The background map shows the Brisbane River and various city landmarks like 'Brisbane City Hall' and 'State Library of Queensland'. The bottom of the screen shows a status bar for 'Pre-start Test 101' with 'Offline' status and '0 kph' speed.

END OF PRESENTATION