OnTrak[™] Enterprise

Truck Scale Data Management Software

Technical Manual





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www.ricelake.com

Revision History

This section tracks and describes manual revisions for awareness of major updates.

Revision	Date	Description
A	April 25, 2023	Initial manual release with product launch; Software version 3.0.0.0
В	July 19, 2023	Updates include: dashboard information, database maintenance tool, license plate reader; Software version 3.1.0.0
С		Updates include: Kiosk View, Indicator is 1280 Kiosk parameter, ticket logo and image capture functions, Image Annotation Font size parameter; Software version 3.2.0.0
D	November 16, 2023	Updated About page images; Software version 3.3.0.0
E	March 18, 2024	Updated for Vendor Costs and Fees functions; Software version 3.5.0.0

Table i. Revision Letter History



Technical training seminars are available through Rice Lake Weighing Systems. Course descriptions and dates can be viewed at <u>www.ricelake.com/training</u> or obtained by calling 715-234-9171 and asking for the training department.

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1.0 Introduction

This manual provides an overview of the OnTrak[™] Enterprise Software Suite installation and configuration procedures. OnTrak Enterprise supports various indicators, including:

- 1280 Enterprise Series Programmable Weight Indicator and Controller
- 920i[®] Series Programmable Weight Indicator and Controller
- 880/880 Plus Performance[™] Series Programmable Weight Indicator/Controller
- 820i[™] Series Programmable Weight Indicator and Controller
- 720i™ Programmable Weight Indicator and Controller
- IQ Plus[®] 710 Configurable Weight Indicator
- 680 Synergy Series Digital Weight Indicator
- 682 Synergy Series Weight Indicator

- 480 Legend™ Series Digital Weight Indicator
- 420 Plus Digital Weight Indicator
- IQ Plus[®] 355 Digital Weight Indicator
- VIRTUi^{2®} PC-based HMI for iQUBE²
- Cardinal[®] 738
- Avery Weigh-Tronix[®] E1105
- Avery Weigh-Tronix[®] WI127
- Mettler Toledo[®] 8530

Manuals are available from Rice Lake Weighing Systems at <u>www.ricelake.com/manuals</u>

Warranty information is available at www.ricelake.com/warranties

Safety Definitions:

₹i

DANGER: Indicates an imminently hazardous situation that, if not avoided, will result in death or serious injury. Includes hazards that are exposed when guards are removed.

WARNING: Indicates a potentially hazardous situation that, if not avoided, could result in serious injury or death. Includes hazards that are exposed when guards are removed.

CAUTION: Indicates a potentially hazardous situation that, if not avoided, could result in minor or moderate injury.



IMPORTANT: Indicates information about procedures that, if not observed, could result in damage to equipment or corruption to and loss of data.

General Safety



Do not operate or work on this equipment unless this manual has been read and all instructions are understood. Failure to follow the instructions or heed the warnings could result in injury or death. Contact any Rice Lake Weighing Systems dealer for replacement manuals.



Failure to heed could result in serious injury or death.

Do not allow minors (children) or inexperienced persons to operate this unit.

Do not operate without enclosure completely assembled.

Do not place fingers into slots or possible pinch points.

Do not use this product if any of the components are cracked.

Do not make alterations or modifications to the unit.

Do not remove or obscure warning labels.

Do not submerge.

Before opening the unit, ensure the power cord is disconnected from the power source.

Disconnect all power before servicing. Multiple power sources may be present. Failure to do so may cause property damage,



personal injury or death.

For permanently connected equipment, a readily accessible disconnect device shall be incorporated in the building installation wiring.

Pluggable units must be installed near the socket/outlet and be easily accessible.

Use copper or copper-clad aluminum conductors only.

1.1 System Requirements

- Windows 10[®] build 1607 or newer (64 bit only) or equivalent Windows[®] Server OS
- 2.0 GHz processor or faster
- 250 MB drive space needed for install
- 8 GB ram or greater
- Microsoft[®] SQL Server[®] 2019 (Express edition included)
- · Ethernet TCP/IP connection to weighing devices or weight indicators
- A supported web browser (Apple[®] Safari[®], Google[®] Chrome[®], Microsoft[®] Edge[®], Mozilla[®] Firefox[®])

2.0 Installation

2.1 Software Installation

1. Download OnTrak Enterprise software and unzip the file if necessary.

NOTE: Typically a download link is supplied with the purchase of software.

- 2. Launch OnTrakEnterprise.Installer.exe.
- 3. Read the Rice Lake Weighing Systems License Agreement. Enable the check box below the agreement if the terms are acceptable.

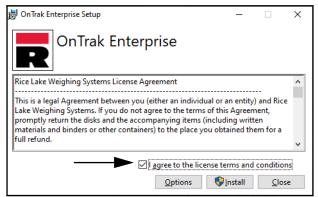


Figure 2-1. OnTrak Enterprise Installation Window

- 4. (Optional) Perform the following to change the installation location:
 - Select **Options**, then **Browse** to install OnTrak Enterprise in a user specified file location.
 - · Select OK to return to the previous window.

😸 OnTrak Enterprise Setup 🛛 🚽		Х
OnTrak Enterprise		
Setup Options		
Install location:		
C:\Program Files\Rice Lake Weighing Systems\OnTrak Enterprise	Brov	vse
QK	<u>C</u> an	cel

Figure 2-2. OnTrak Enterprise Installation Options

5. Select **Install**. If not already installed on the PC, Microsoft SQL Server installs along with the OnTrak Enterprise software.



- 6. A Database Installer displays. Select the appropriate buttons and radio buttons for the Remote SQL Server Security:
 - To authenticate the SQL Server, select the SQL authentication radio button and enter a user name and password. This is only required if connecting to a remote SQL Server. For assistance, contact the local IT department.
 - Select either the Create a new database or Use existing database radio button.
 - Select Go.

atabase Installer			
QL Server Name	Ekample-PC]	
Instance Name	SQLEXPRESS]	
	Remote SQL Server Security		
	Windows Authenti	cation	
	O SQL Authentication	ı	
	User Name	A	
	Password	*******	
			Connected
Action		[Connect
	te a new database		
	existing database		
		2	
			Go
Cancel			

Figure 2-3. Database Installer Windows

NOTE: After activation, the executable file distributes the application and all required prerequisites on the system. If an error occurs during the installation or database setup, the information is written to the installlog.txt file located in the root folder of the C:\ drive.

7. The Installation Successfully Completed window displays, select **Close**. OnTrak Enterprise is successfully installed.



Figure 2-4. OnTrak Enterprise Installation Window



Configuring OnTrak Enterprise with IIS Webhost 2.2

After OnTrak Enterprise software is installed, Microsoft Internet Information Services (IIS) can be optionally installed to act as a web host for OnTrak Enterprise. For information on installing Windows features and software, consult Windows help.



IMPORTANT: Installation of IIS and the Reverse Proxy is optional and only required if the instance of OnTrak Enterprise will be accessible from the internet.

NOTE: An SSL certificate to enable HTTPS is not provided. The customer must supply a SSL certificate if they **IDENTIFY and Solution of the end of the end**

1. To install required Windows system components, perform one of the following:

NOTE: Step A uses an optional shortcut to add the Windows system components opposed to the manual process outlined in Step B.

- A. Run the ontrak-dism-win10.cmd script (from the installation package) as an Administrator.
- B. In Windows Search enter "Turn Windows features on or off" and select the Option that displays.

	Best match	
Option ———	Turn Windows features on or off Control panel	N
	Search the web	Turn Windows features on or off Control panel
		□" Open
	turn windows features on or off windows 10	open.
	$^{ m o}$ turn windows features on or off 10 $>$	
	turn windows features on or off windows 11	
	turn windows features on or off svenska	
	, turn windows features on or off dutch >	
	turn windows features on or off in italiano	
Enter "Turn Windows	v turn windows features on or off	

Figure 2-5. Search for Turn Windows Features On or Off

B.1 Windows Features window displays (see Figure 2-6 on page 12).



- B.2 Expand Internet Information Services tree and enable check boxes as displayed in Figure 2-6.
- B.3 Select OK.

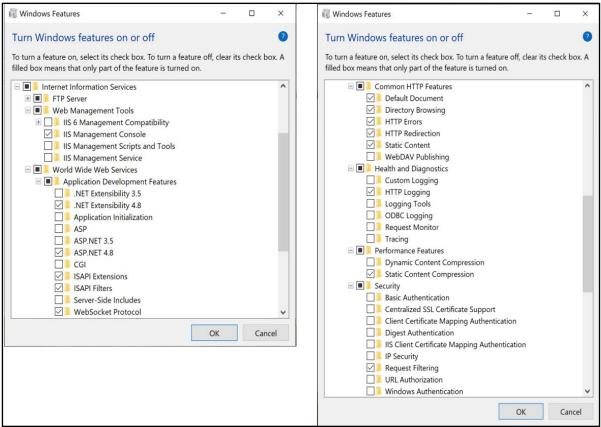


Figure 2-6. Windows Features Configured

- 3. Download and install the following software from https://www.iis.net:
 - IIS URL Rewrite Extension: https://www.iis.net/downloads/microsoft/url-rewrite
 - · IIS Request Routing Extension: https://www.iis.net/downloads/microsoft/application-request-routing
- 4. Configure IIS as a Reverse Proxy for OnTrak Enterprise:
 - 4.1 Launch the Internet Information Services (IIS) Manager from the Start menu.
 - 4.2 Select Default Web Site in the left column then double-click URL Rewrite.

Number of the services (IIS) Number of the se	Manager	o ×
C > OESKTOP-N1TM	S30 + Sites + Default Web Site +	🖬 🗟 🔞 😡 •
Eile View Help		
Connections	Default Web Site Home	Actions
DESKTOP-NITMS30 (DESKTO DESKTOP-NITMS30 (DESKTO Default of Pools Stres Stres Stres Server Farms	Filter: • 10 Ge - 10 Drow 2M Group by: Area • 10 - ASS NRT • 10 Drow 2M Group by: Area • 10 Drow 2M Group by: Area • 10 Drow 2M Group by: Area ART NRT NRT NRT NRT Profile NRT Profile NRT Profile NRT NRT Profile NRT	Edit Permissions Edit Site Bindings Basic Settings View Applications
	Machine Key Page and Centrols Sector State SMIP I-mail	View Virtual Directories Manage Website Restart Store Store
Default Web Site	IS Image: Second	Browse Website Browse *:80 (http) Advanced Settings Configure Limits HSTS
	Configurat.	Hdp

Figure 2-7. Internet Information Services Manager



4.3 Select the Add Rule(s) in the right column.

Notes (IIS)	Aanager							- 8	×
ESKTOP-N1TM	530 + Sites + Default W	leb Site 🔸						🗰 📨 🖨	
Eile Yiew Help									
Connections	URL Rewrite				Actions Add Rule(s) Revert to Parent Manage Server Variables				
> 😌 Default Web Site	Name	Input		Match	Pa	ttern	Action Typ	View Server Variables	
> - 331 Server Farms								Manage Providers View Rewrite Maps View Providers	
								Inbound Rules	۲
								Import Rules	
								Outbound Rules View Preconditions View Custom Tags	۲
	< Outbound rules that are a	pplied to the headers	or the content of	an HTTP response:	2		>	Help	
	Name	Input	Match	Pattern	Action Type	Action Value	Stop Proce Ent		

Figure 2-8. Internet Information Services Manager with Add Rule(s) Identified

- 4.4 The Add Rule(s) window displays.
- 4.5 Select the **Reverse Proxy** item in the Inbound and Outbound Rules section then select **OK**.

Add Rule(s)			
Select a rule template:			
Inbound rules Blank rule Request blocking Inbound and Outbound Rules User-friendly URL Outbound rules	Rule with rewrite map Reverse Proxy		
a Blank rule Search Engine Optimization (SEO) Enforce lowercase URLs Append or remove the trailing slash symbol	🗟 Canonical domain name ol		
Select this template to create a rule that will fo	nward incoming HTTP requests to a back-end Web server.		
	OK Button	Cancel	

Figure 2-9. Add Rules Window with Reverse Proxy Identified

- 4.6 A warning may appear requesting to Enable Proxy Functionality.
- 4.7 Select OK.

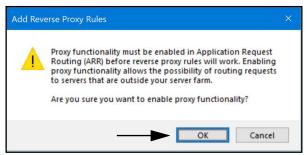


Figure 2-10. Add Reverse Proxy Rules Confirmation Window



- 4.8 The Add Reverse Proxy Rule Window displays.
- 4.9 Enter **127.0.0.1:5000** as the IP address to configure IIS to forward requests to the OnTrak Enterprise.
- 4.10 Activate *Enable SSL Offloading* to process HTTPS traffic.
- 4.11 Ensure the **Outbound Rules** is not configured.
- 4.12 Select **OK** to apply the rule.

	Add Reverse Proxy Rules ? X
Enter "127.0.0.1:5000"	Inbound Rules Enter the server name or the IP address where HTTP requests will be forwarded: [127.0.0.1:5000] Example: contentserver1
Enable SSL Offloading	Selecting this option will forward all HTTPS requests over HTTP.
Outbound Rules ———	Outbound Rules Rewrite the domain names of the links in HTTP responses Responses that are generated by applications that are behind a reverse proxy can have HTTP links that use internal domain names. These links must be updated to use external domain names. From:
	Example: contentserver1 To: Example: www.contoso.com
	OK Cancel

Figure 2-11. Add Reverse Proxy Rules Window with Elements Identified

4.13 Once complete, navigate to the configured address (on this example, **ontrak.localhost**) to open the OnTrak Enterprise. See Section 3.3 on page 21 for information about logging in the time first as an administrator.



Configuring OnTrak Enterprise with an Existing Website Hosted at Localhost 2.3

If a website is currently installed on the computer (hosted at localhost), the following steps can be followed to configure IIS to create a different URL:



IMPORTANT: Installation of IIS and the Reverse Proxy is optional and only required if the instance of OnTrak Enterprise will be accessible from the internet.

NOTE: An SSL certificate to enable HTTPS is not provided. The customer must supply a SSL certificate if they **NOTE:** An SSL certificate to enable in FFS is not provided. intend to make OnTrak Enterprise public or if their IT policy requires support for HTTPS.

- 1. Launch Internet Information Services (IIS) Manager from the Start menu.
- 2. Remove the reverse proxy rule if added to the default website.
- 3. Add the desired proxy site:
 - 3.1 Right-click the **Sites** folder in the left panel and select **Add Website**.

File View Help	530 → Sites → Default Web Site →		
Connections	Default Web Site Home		
GESKTOP-NITMS30 (DESKTO Application Pools	Filter: • 🐨 😳 - 🖓 Show All Grou		
Sites Sites Sites Sites	ASP.NET		

Figure 2-12. Internet Information Services Manager with Sites Folder Identified

- 3.2 The Add Website window displays.
- 3.3 Enter the desired the Site and Host names.

NOTE: In this example the name ontrak.localhost is used.

- 3.1 Right-click the Sites folder in the left panel and select Add Website. 3.4
- 3.5 Set the Physical path to a folder called OnTrak located in the directory: C:\inetpub\wwwroot\OnTrak
- 3.6 Select OK.

	Add Website		? ×
Enter ontrak.localhost as	<u>S</u> ite name: ontrak.localhost	Application pool:	Select
Site Name	Content Directory		<u>Selection</u>
Enter Physical Path:	Physical path: C:\inetpub\wwwroot\ontrak		
C:\inetpub\wwwroot\ontrak	Pass-through authentication Connect as Test Setting	ış	
	Binding		
	Type: IP address http ~ All Unas		
Enter ontrak.localhost as	Host name: ontrak.localhost Example: www.contoso.com or	marketing.contoso.com	
	☑ Start Website i <u>m</u> mediately O	K Button	OK Cancel

Figure 2-13. Add Website Window with Elements Identified



- 4. Configure IIS as a Reverse Proxy for ontrak.localhost:
 - 4.1 Select Default Web Site in the left column then double-click URL Rewrite.



Figure 2-14. Internet Information Services Manager with URL Rewrite Identified

4.2 Select Add Rule(s) from the right column.

Mainternet Information Services (II	5) Manager							
	Sites ontrak.localhost	,					10 = G	
Eile View Help								
Connections	VRL Rewri Provides rewriting capab Inbound rules that are ap	lities based on rules fo		RL address and the ci	ontent of an HTTP response.		Actions Add Rule(s) Revert to Parent Manage Server Variab	
	Name	Input		Match	Pattern	Actic	View Server Variables Manage Providers View Rewrite Maps View Providers Inbound Rules Import Rules Outbound Rules View Crustom Tap View Crustom Tap	•
Conformation fortal instituted and	Outbound rules that are Name	Input.	or the content of Match	an HTTP response: Pattern	Action Type Action Value 5	top Proce	Help	83

Figure 2-15. Internet Information Services Manager with Add Rule(s) Identified

- 4.3 Select **Reverse Proxy** in the Inbound and Outbound Rules section.
- 4.4 Select OK.

Add Rule(s)		? ×
Select a rule template:		
Inbound rules Blank rule Request blocking	😹 Rule with rewrite map	
Inbound and Outbound Rules User-friendly URL Outbound rules	🙍 Reverse Proxy	Reverse Proxy
Blank rule Search Engine Optimization (SEO) —		
 Enforce lowercase URLs Append or remove the trailing slash 	Canonical domain name symbol	
Select this template to create a rule that	will forward incoming HTTP requests to	o a back-end Web server.
	OK Button	
		OK Cancel

Figure 2-16. Add Rule(s) Window with Reverse Proxy Identified



- 4.5 A warning may appear requesting to Enable Proxy Functionality.
- 4.6 Select OK.



Figure 2-17. Add Reverse Proxy Rules Confirmation Window

- 4.7 The Add Reverse Proxy Rules window displays permitting configuration of the new rule.
- 4.8 Enter 127.0.0.1:5000 as the IP address to configure IIS to forward requests to the OnTrak Enterprise.
- 4.9 Activate *Enable SSL Offloading* to process HTTPS traffic.
- 4.10 Ensure the **Outbound Rules** is not configured.
- 4.11 Select **OK** to apply the rule.

	Add Reverse Proxy Rules	? ×
Enter "127.0.0.1:5000"	Inbound Rules Enter the server name or the IP address where HTTP requests will be forwarded: [127.0.0.1:5000] Example: contentserver1	
Enable SSL Offloading —	Enable SSL Offloading Selecting this option will forward all HTTPS requests over HTTP. Outbound Rules Rewrite the domain names of the links in HTTP responses Responses that are generated by applications that are behind a reverse proxy can have HTTP links that use internal domain names. These links must be updated to use extern domain names. From:	
	Example: contentserver1 To: Example: www.contoso.com OK Button OK Ca	ancel

Figure 2-18. Add Reverse Proxy Rules Window with Elements Identified

4.12 Once complete, navigate to **ontrak.localhost** (with a supported web browser) to open the OnTrak Enterprise. See Section 3.3 on page 21 for information about logging in the time first as an administrator.

2.4 System Configuration

Low level system configuration is typically done at the time of installation. These parameters are configured by editing the appsettings.json file using a text editor. Unless changed during installation, the file is located in the application installation folder:

C:\Program Files\Rice Lake Weighing Systems\OnTrak Enterprise

Open **appsettings.json** with a text editor such as Notepad with administrator privileges. Make required changes and save the file. Restart the computer for the changes to take effect.

2.4.1 Email Server Parameters

Configure the email server parameters to enable account confirmation, account recovery and other email related features. Figure 2-19 displays an example of email parameters.

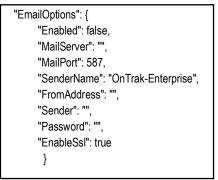


Figure 2-19. Email Server Parameters

Parameter	Description
Enabled	Set to True to enable, or False to disable
MailServer	The name or IP Address of the SMTP email server. Obtain this information from email provider or the local IT department. Leave blank to disable email functionality
MailPort	Configures the TCP port used by the mail server. Obtain this information from the mail provider or the IT department
SenderName	The display name of the sender
FromAddress	The email address of the sender
Sender	The account name used for authentication on the email server. This is typically an email address
Password	The account password
EnableSsl	Set to true or false to configure secure sockets layer encryption when authenticating and sending email messages. This information can be obtained from the email provider or IT department. The default value is true

Table 2-1. Email Parameters Descriptions



2.5 Licensing

OnTrak Enterprise installs in a demo mode and it must be licensed to unlock the program. When requesting a license from Rice Lake Weighing Systems the Device Id number (in the About page) must be provided. Once licensed, the application is unlocked.

- 1. Access OnTrak Enterprise (see Section 3.1 on page 20).
- 2. Select **About** option.

OnTrak		Login
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	Welcome to OnTrak [™] Enterprise.	
Home		
Data		
Reports		
Contact		
About	— About Option	

Figure 2-20. On Trak Enterprise Opened In Microsoft Edge

- 3. About OnTrak Enterprise displays. Record the Device Id.
- 4. Contact Rice Lake Weighing Systems' sales or technical support (US 800-472-6703 or International +1 715-234-9171) to purchase the full version of OnTrak Enterprise.
- 5. A file titled licenese.lic will be provided, place the file into the following directory: C:\ProgramData\Rice Lake Weighing Systems\OnTrakEnterprise

() IMPORTANT: Features will not be available unless license.lic file is placed in the correct folder:

6. Reopen OnTrak Enterprise. Once the license is activated, OnTrak Enterprise unlocks.

IMPORTANT: If Kiosk Support is enabled (set as true), the computer running OnTrak Enterprise must be restarted in order for the service to function properly.

OnTrak				Hello admi	in@localhost! Logout	
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	About OnT	About OnTrak Enterprise				
Home Administration	About Version	3.5.0.0	Licensin	g False		License Indicator
Configuration Data	Build Date	Wed 02/21/2024 7:57:45.66	Device Id Licensee Issue Date	5DPQ TRCF R Rice Lake We Thursday, Jur	eighing Systems	Device ID
Reports	Legal (LFT) Version	1.0.0.0	Sales Order	12345678		
Contact	Certificate of Conformance	NTEP CC 23-098	Features Feature		Licensed	
About	© 2020-2024 Rice Lake	e Weighing Systems	Base Applicati	on	True	
	Explore the OnTrak Ent	erprise API	Kiosk Support		True	Licensed Feature
	OnTrak Enterprise API ((OpenAPI 3.0)	definition file v1.0	Image Capture	2	True	Indicators
	API Documentation		External REST	API	True	
			License Plate P	Reader	True	

Figure 2-21. About Page Elements with Licensed Features

3.0 Login and Page Elements

This section discusses OnTrak Enterprise navigation, pages and page elements that may display during normal use. Topics in this section include:

- Access OnTrak Enterprise (Section 3.1)
- OnTrak Enterprise Initial Administrator Password (Section 3.2 on page 20)
- Login and Logout (Section 3.3 on page 21)
- Reset Password (Section 3.4 on page 22)
- OnTrak Enterprise Menus (Section 3.5 on page 23)
- OnTrak Enterprise Pages (Section 3.6 on page 25)

3.1 Access OnTrak Enterprise

OnTrak Enterprise may be accessed from a supported web browser (see Section 1.1 on page 8).

- 1. There are two options for accessing OnTrak Enterprise, depending on configuration:
 - Navigate to: localhost:5000 or {host ip address}:5000, if using the computer where the OnTrak Enterprise was installed.
 - Navigate to: to the configure proxy address (see Section 2.3 on page 15), if OnTrak is configured to work with an existing default website.

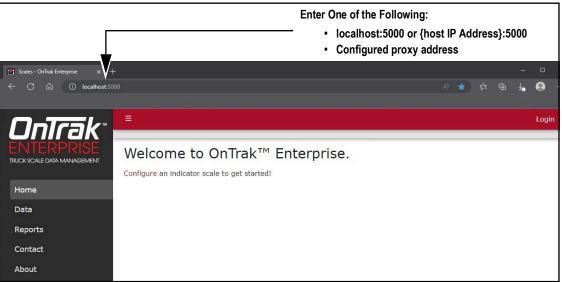


Figure 3-1. OnTrak Enterprise Opened In Microsoft Edge

3.2 OnTrak Enterprise Initial Administrator Password

To perform all site operations, the system creates an administrator account titled admin@localhost.

The default password for the account is randomly generated. The password is stored in the initialAdminPassword.txt file located in the following installation folder:

C:\Program Files\Rice Lake Weighing Systems\OnTrak Enterprise\secrets\initialAdminPassword.txt

Open this file to view the current password. After the first login, OnTrak Enterprise redirects to the Change Password page to configure the preferred administrator password.



3.3 Login and Logout

Upon launching the website a welcome page displays. Select Login and enter the required credentials to access OnTrak Enterprise.

- 1. Access OnTrak Enterprise (see Section 3.1 on page 20).
- 2. Click Login.

Ontrak		Login
	Welcome to OnTrak [™] Enterprise.	Login Button
Home		
Data		
Reports	51 00 4 1 5 4	

Figure 3-2. Login Button

- 3. Enter username and password in the text fields.
- 4. Select Log In.

OnTrak	=	Login
	Log in	
Home	Use a local account to log in.	
Data	Email	
Reports	jsmith@email.com	
Contact	Password	
About	Enter Password	
	Remember me?	
	Log in Click Log in	
	Forest your nessword?	

Figure 3-3. Login Prompt

- 5. When logged in OnTrak Enterprise, the user account email address displays adjacent to the Logout button.
- 6. Select Logout.

OnTrak *	≡ Hello jsmith@ema	il.com! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	Welcome to OnTrak [™] Enterprise. Configure an indicator scale to get started! Account Logged In Indicator	A
Home		
Data	Locout Putton	
Reports	Logout Button	
Contact		

Figure 3-4. Logout Button

7. OnTrak Enterprise logs out and returns to the Home page.



3.4 Reset Password

IMPORTANT: In order to reset, a password an email server must be configured (see Section 2.4.1 on page 18). If an email server is not configured, reset password emails are not generated and consequently forgotten passwords are not reset.

- 1. Access OnTrak Enterprise (see Section 3.1 on page 20).
- 2. Select Login then Forgot your password?.

Ontrak			Login
ONTRAK ENTERPRISE TRUCK SCALE DATA MANAGEMENT	Log in		
Home	Use a local account to log in.		Login Button
Data	Email		
Reports			
Contact	Password		
About			
	Remember me?		
	Log in		
	Forgot your password?	– Forgot your password? Option	

Figure 3-5. Login Prompt with Forgot your password Option Identified

- 3. Enter email address associated with the account.
- 4. Click Submit.

OnTrak	≡	Login	
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	Forgot your password?		
	Enter your email.		
Home			
Data	Email		
Reports	jsmith@email.com		
Contact	Submit Click Submit		

Figure 3-6. Forgot Your Password Page

5. After activating Submit, OnTrak Enterprise indicates the password reset information is sent to the specified email address.

OnTrak		Login
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	Forgot password confirmation	
	Please check your email to reset your password.	
Home		
Data		
Reports		
Contact		
About		

Figure 3-7. Forgot Password Confirmation Page

6. Open email and follow instructions to complete password reset process.

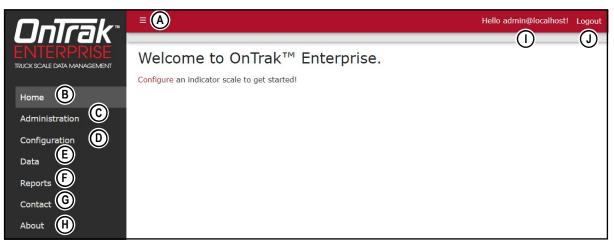
3.5 Menus

3.5.1 Menus and Options

OnTrak Enterprise has several elements available on every page that facilitate operation. Each element is identified in Figure 3-8.



NOTE: If the Main menu (left column) is not currently available, verify if it is hidden (see Section 3.5.2 on page 24).





ltem	Function	Description	
Α	Menu Button	Collapses or expands the Main menu (see Section 3.5.2 on page 24)	
В	Home Option	Opens Home page and displays welcome message (see Section 3.6.1 on page 25)	
С	Administration Option	Dpens Administration page which provides access to user configuration and viewing log files (see Section 3.6.2 on page 26) NOTE: Only available to Administrator accounts	
D	Configuration	Opens Configuration page which provides access to system configuration (see Section 3.6.3 on page 29) NOTE: Only available to Administrator accounts	
E	Data Option	Opens Data page which provides access to database information (see Section 3.6.4 on page 41)	
F	Reports Option	Opens Reports page which provides report generation (see Section 3.6.5 on page 52)	
G	Contact Option	Opens Contact Information for Rice Lake Weighing Systems (see Section 3.6.6 on page 54)	
Н	About Option	Opens About page which provides OnTrak Enterprise version, build and licensing information (see Section 3.6.7 on page 55)	
I	Account Option	Opens Account Management page which provides the functionality to change information for the active account (see Section 4.0 on page 56)	
J	Logout Option	Logs out of OnTrak Enterprise (see Section 3.3 on page 21)	

Table 3-1. OnTrak Enterprise Element Descriptions

3.5.2 Hiding and Displaying Menus

NO
rev

TE: The Menu is hidden by default with small screen devices, such as a mobile phone. In this case the procedure is ersed.

It is possible to hide and display the Main menu (left column in OnTrak Enterprise). Perform the following to hide the Main Menu.

1. While the Main menu is open, select the **Menu** button to hide it.

OnTrak		Hello admin@localhost! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	Welcome to OnTrak [™] Enterprise. Configure an indicator scale to get started!	
Home	Menu B	utton
Administration		
Configuration		
Data		
Reports		
Contact		

Figure 3-9. Home Page with Menu Button Identified

2. The Main menu hides.

	Hello admin@localhost!	Logout
Welcome to OnTrak™ Enterprise.		
Configure an indicator scale to get started!		

Figure 3-10. Home Page with Menu Collapsed

3. Select 🧮 (menu button) again to display the Main menu.

3.6 OnTrak Enterprise Pages

OnTrak Enterprise has six pages accessed from the Main menu (see Section 3.5.1 on page 23) that facilitate operation:

- Home Page (see Section 3.6.1.1)
- Administration Page (see Section 3.6.2)
- Configuration Page (see Section 3.6.3)
- Data Page (see Section 3.6.4 on page 41)
- Reports Page (see Section 3.6.5 on page 52)
- Contact Page (see Section 3.6.6 on page 54)
- About Page (see Section 3.6.7 on page 55)

3.6.1 Home Page

When connecting to OnTrak Enterprise the home page automatically opens.

3.6.1.1 Home Page Prior to Configuration

Prior to system configuration, the Home page only contains a link to configure indicators.

OnTrak	E Hello admin@localhost! Logout
ENTERPRISE IRUCK SCALE DATA MANAGEMENT	Welcome to OnTrak [™] Enterprise.
Home	
Administration	
Configuration	
Data	
Reports	
Contact	

Figure 3-11. Home Page Prior to Configuration

3.6.1.2 Home Page After Scale Configuration

After configuration, the home page displays Switch to Kiosk View shortcut, icons of configured scales, and an informational dashboard. To view dashboard information, select manual navigation tabs at the bottom of the dashboard or allow the dashboard to automatically cycle. The dashboard display metrics for the following topics:

- Weightments in the last 24 Hours
- Top Products in the last 24 Hours
- · Weightments in the last Hour
 - Top Products in the Last Hour

NOTE: The dashboard is optional and may be enabled or disabled. For more information, see Section 6.12 on page 88. For information about Kiosk View, see Section 10.0 on page 125.

OnTrak					Hello admin@localhost! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	Scales				Switch to Klosk View
Home	ΔĀ	ΔĀ	ΔĀ	$\vec{\Delta}$	Weighments in the Last Hour
Configuration Data	1	2	3	4	0
Reports					0
Contact About					

Figure 3-12. Home Page After Configuration



3.6.2 Administration Page

The Administration page is selected from the Main menu and displays four sub-page buttons that provide administrative functions. For more information, see Section 4.0 on page 56.



NOTE: The Administration page, sub-pages and functions are only available to OnTrak Enterprise administrators. Features may not appear if not licensed.

The functions that appear on the Administration page varies depending on licensed features and if OnTrak Enterprise is licensed ad the time of use. Figure 3-13 displays the Administration page when OnTrak enterprise is licensed with all features.

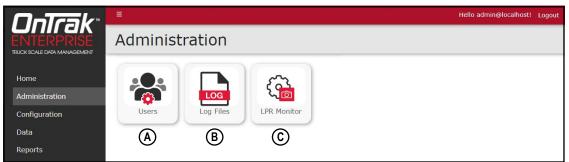


Figure 3-13. Licensed Administration Page Elements

Figure 3-14 displays the Administration page when OnTrak Enterprise is unlicensed.

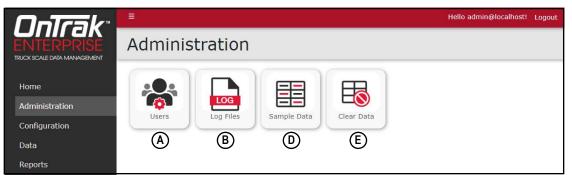


Figure 3-14. Unlicensed Administration Page Elements

ltem	Feature	Description
A	Users	Allows administrator to add, edit or delete users (see Section 3.6.2.1 on page 27)
В	Log Files	Opens the Application Logs page. Allows viewing and downloading of log files (see Section 3.6.2.2 on page 27)
С	License Plate Monitor	NOTE: This function is only available if a License plate reader is licensed.
		Opens License Plate Monitor Recognition page. Allows reviewing of the license plate images captured by the license plate reader (see Section 3.6.2.3 on page 28).
D	Sample Data	NOTE: This function is only available if OnTrak Enterprise is not licensed*
		Opens a window that provides functionality to add sample data to database
E	Clear Data	NOTE: This function is only available if OnTrak Enterprise is not licensed*
		Opens a window that provides functionality to clear all data from the database
		WARNING: Ensure all data must be cleared from the database before using this function. If unsure, do not clear the data
		llation location to change OnTrak Enterprise's license status to not licensed (see ile to its installation folder to return OnTrak Enterprise's license status.

Table 3-2. Administration Page Elements Described



3.6.2.1 Users Page

The Users page is accessed by selecting **Users** in the Administration page. It displays a list of OnTrak Enterprise Users and provides the administrator the functionality to add, edit and delete users.



NOTE: The Administration page, sub-pages and functions are only available to OnTrak Enterprise administrators.

OnTrak	A		Hello admin@localhost! Logout
	G Users		
Home	+ Create B		
Administration	Email	Role	D E
Configuration	tsmith@email.com	API User	🕑 Edit 🗊 Delete
Data	rsmith@email.com	Driver	🕑 Edit 👕 Delete
Reports Contact	admin@localhost	Administrator	🕑 Edit 🔋 Delete

Figure 3-15. Users Page Elements

ltem	Feature	Description
A	Back Button	Returns to previous page
В	+ Create Button	Opens the Create User page (see Section 5.1.3 on page 64)
С	Email and Role	Displays the email address and user role
D	Edit Button	Opens the Edit User page (see Section 5.1.4 on page 65)
E	Delete Button	Deletes the user (see Section 5.1.5 on page 66)

Table 3-3. Users Page Elements Described

3.6.2.2 Application Logs Page

The Application Logs page is accessed by selecting **Log Files** in the Administration page. The Application Logs page lists available JavaScript Object Notation (*.json) log files with dates as the file names.

NOTE: Administration page, sub-pages and functions are only available to OnTrak Enterprise administrators.

OnTrak [*]	E A Hello admin@localhost	Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G Application Logs	
Home Administration Configuration	• ontrak_log20221208.json B • ontrak_log20221209.json B • ontrak_log20221212.json B	
- Data		
Reports Contact		

Figure 3-16. Application Logs Page Elements

ltem	Feature	Description
A	Back Button	Returns to previous page
В	Download Button	Downloads log file (see Section 5.2 on page 67)
С	Log File Link	Opens log file in internet browser (see Section 5.2 on page 67)

Table 3-4. Application Logs Page Elements Described



3.6.2.3 License Plate Recognition Monitor Page

The License Plate Reader Monitor page is accessed by selecting **LPR Monitor** in the Administration page. The License Plate Recognition Monitor page lists results of reading a license plate from a vehicle.

OnTrak				Hello admin@localhost! Log
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	License Plat	e Recognitio	on Monitor	
Home	Clear Data			
Administration	Message Errors			
Configuration	No errors)		
Data	Ų			
Reports				
Contact	Camera Data Lane 102			
About	Confidence 98 Country Name USA - Wis	consin C		
	Plate 111111 Timestamp 2023-05-3	30 16:19:10		
	Anpr Image		0	
	Patch Image	CONSIN () CAL	E	
	Тор	0		
	Left Patch Rectangle	0	F	
	Bottom	174		
	Right	289		

Figure 3-17. License Plate Recognition Monitor Page Elements

Item	Function	Description
А	Clear Data	Clears currently displayed license plate data (see Section 11.6.2 on page 135)
В	Message Errors	Typically displays validation errors relating to license plate reader camera configuration parameters from its software.
С	Camera data	Lane: The Lane ID of the camera (see Section 11.1 on page 127)
		 Confidence: The percentage the license plate reader determines the license plate reading is correct (see Section 11.5 on page 133).
		Country Name: The country and state the read from the license plate (for example, USA - Wisconsin)
		Plate: The characters the camera identified as the license plate number
		Timestamp: Date (YYYY-MM-DD) and time (24 hour format) images were taken
D	ANPR Image	Displays an image from the automatic number-plate recognition (ANRP) camera
Е	Patch Image	Displays a color image from the patch camera
F	Patch Rectangle	Defines the pixel size for the license plate divided into four segments

Table 3-5. License Plate Recognition Monitor Elements Element Descriptions

3.6.3 Configuration Page

The Configuration page is selected from the Main menu and displays several large page buttons. Each page button opens a subsequent page that facilitates system configuration. For more information, see Section 6.0 on page 68.



NOTE: The Configuration page, sub-pages and functions are only available to OnTrak Enterprise administrators. Features may not appear if not licensed.

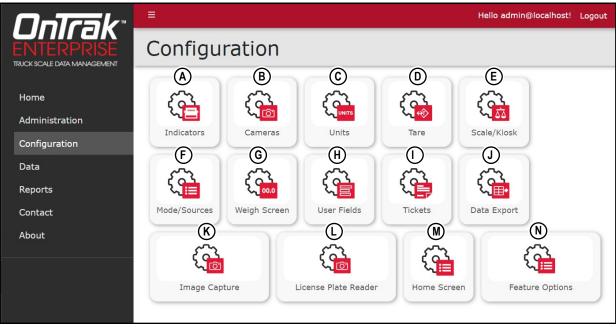


Figure 3-18. Configuration Page Elements

ltem	Feature	Description
А	Indicators	Opens Indicators page (see Section 3.6.3.1 on page 30)
В	Cameras	Opens Cameras page (see Section 3.6.3.2 on page 31)
С	Units	Opens Units page (see Section 3.6.3.3 on page 32)
D	Tare	Opens Tare page (see Section 3.6.3.4 on page 33)
E	Scale/Kiosk	Opens Scale/Kiosk page (see Section 3.6.3.5 on page 33)
F	Mode/Sources	Opens Mode/Sources page (see Section 3.6.3.6 on page 34)
G	Weigh Screen	Opens Weigh Screen page (see Section 3.6.3.7 on page 35)
Н	User Fields	Opens User Fields page (see Section 3.6.3.8 on page 36)
I	Tickets	Opens Tickets page (see Section 3.6.3.9 on page 37)
J	Data Export Templates	Opens Data Export page (see Section 3.6.3.10 on page 38)
K	Image Capture	Opens Image Capture page (see Section 3.6.3.11 on page 39)
L	License Plate Reader	Opens License Plate Reader page (see Section 3.6.3.12 on page 39)
М	Home Screen	Opens Home Screen page (see Section 3.6.3.13 on page 40)
Ν	Feature Options	Opens the Feature Options page (see Section 3.6.3.14 on page 40)

Table 3-6. Configuration Page Elements Described



3.6.3.1 Indicators Page

The Indicators page is accessed by selecting **Indicators** in the Configuration page. The Indicators page lists indicators connected to OnTrak Enterprise and provides functionality to add, delete, or configure indicators.



NOTE: Configuration page, sub-pages and functions are only available to OnTrak Enterprise administrators.

OnTrak [*]	A					Hello	o admin@localho	ost! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G Indica	ators						
Home Administration	+ Create B Search Text C						D Q Search	E × Clear
Configuration	Indicator Type	IP Address	Tcp Port	(F)	G	(H)		
Data	1280 Enterprise	1.1.1.1	1	Details	🕑 Edit	👕 Delete	Scales	J
Reports Contact	Previous Next	Records K					2 Restart	Indicators

Figure 3-19. Indicators Page Elements

ltem	Feature	Description
Α	Back Button	Returns to previous page
В	+ Create Button	Opens Create Indicator page (see Section 6.1 on page 69)
С	Search Text Field	Provides text field to enter search terms
D	Search Button	Executes search function
Е	Clear Button	Clears Search Text field
F	Details Button	Opens Indicator Details page (see Section 8.2 on page 115)
G	Edit Button	Opens Edit Indicator page (see Section 8.1 on page 114)
Н	Delete Button	Opens Delete Indicator page (see Section 8.3 on page 116)
I	Scales Button	Opens Indicator Scales page (see Section 6.1.2 on page 70)
J	Restart Indicators Button	Opens Restart Indicators page (see Section 6.14 on page 90)
K	Configured Indicator Information	Displays indicator and connection information

Table 3-7. Indicators Page Elements Described



3.6.3.2 Cameras Page

The Cameras page is accessed by selecting **Cameras** in the Configuration page. The Cameras page lists cameras connected to scale and provides the functionality to add, edit, or delete cameras.



NOTE: Configuration page, sub-pages and functions are only available to OnTrak Enterprise administrators.

OnTrak	Â					Hello	admin@loca	ilhost! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G	Came	ras					
Home Administration	+ Creat)				Q Sea	rch × Clear
Configuration	Name	Enabled	Camera Type	IP Address	Assigned to a Scale	F	G	Э
Data	Main		Vivotek 7361	1.1.1.1		i Details	🕑 Edit	盲 Delete
Reports	Draviour	Next 1	Records	D				
Contact	- Hevious	Mext	- Necords					

Figure 3-20. Cameras Page Elements

ltem	Feature	Description	
А	Back Button	Returns to previous page	
В	+ Create Button	Opens Create Camera page (see Section 6.2.1 on page 73)	-
С	Search Text Field	Provides text field to enter search terms	
D	Search Button	Executes search function	
E	Clear Button	Clears Search Text field	
F	Details Button	Opens Camera Details page	
G	Edit Button	Opens Edit Camera page (see Section 8.2 on page 115)	
Н	Delete Button	Opens Edit Camera page (see Section 8.3 on page 116)	
	Information	Displays camera and connection information	

Table 3-8. Cameras Page Elements Described

3.6.3.3 Units Page

The Units page is accessed by selecting **Units** in the Configuration page. The Units page lists the scale operating units and provides the functionality to edit the unit type.



NOTE: Configuration page, sub-pages and functions are only available to OnTrak Enterprise administrators.

OnTrak			Hello admin@localhost! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G Units		ピ Edit
Home	B) Scale operating units Alternate ticket units label	Pound	
Administration	Alternate ticket units multiplier	0.00	
Configuration	Alternate ticket units decimal point	88888.88	
Data			
Reports	🕑 Edit		₽ Restart Indicators
Contact	©		D
The second second			

Figure 3-21. Units Page Elements

ltem	Feature	Description
A	Back Button	Returns to previous page
В	Unit Configuration Information	Displays unit configuration
С	Edit Button	Opens Edit Units page (see Section 6.3 on page 78)
D	Restart Indicators Button	Restarts indicators attached to the system (see Section 6.14 on page 90)

Table 3-9. Units Page Elements Described



3.6.3.4 Tare Page

The Tare page is accessed by selecting **Tare** in the Configuration page. The Tare page lists the current tare configuration and provides editing functionality.



NOTE: Configuration page, sub-pages and functions are only available to OnTrak Enterprise administrators.

OnTrak	A		Hello admin@localhost! Logout
	G Tare		ピ Edit
Home Administration Configuration	B Default number of days in which a stored tare expires Enable tare tolerance checking Stored tare tolerance (%)	30 • 2.00	
Data Reports	<mark>€ Edit</mark> C		

Figure 3-22. Tare Page Elements

ltem	Feature	Description
A	Back Button	Returns to previous page
В	Tare Configuration Information	Lists tare configuration
С	Edit Button	Opens Edit Tare page (see Section 6.4 on page 79)

Table 3-10. Tare Page Elements Described

3.6.3.5 Scale/Kiosk Page

The Scale/Kiosk page is accessed by selecting **Scale/Kiosk** in the Configuration page. The Scale/Kiosk page lists the current configuration and provides editing functionality.



NOTE: Configuration page, sub-pages and functions are only available to OnTrak Enterprise administrators.

OnTrak	A	Hello admin@localhost! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G Scale/Kiosk	🗹 Edit
Home Administration	B Scale reset weight threshold (pounds) that allows operator to process a new transaction on a scale. This does not apply to kiosks.	300.00
Configuration Data	Allow kiosks to process closed jobs.	
Reports Contact About	🕑 Edit 🔘	

Figure 3-23. Scale/Kiosk Page Elements

ltem	Feature	Description
A	Back Button	Returns to previous page
В	Scale/Kiosk Configuration Information	Lists scale/kiosk configuration
С	Edit Button	Opens Edit Scale/Kiosk page (see Section 6.5 on page 80)

Table 3-11. Scale/Kiosk Page Elements Described



3.6.3.6 Transaction Mode/Sources Page

The Transaction Mode/Sources page is accessed by selecting **Mode/Sources** in the Configuration page. The Transaction Mode/Sources page lists the current configuration and provides editing functionality.



NOTE: Configuration page, sub-pages and functions are only available to OnTrak Enterprise administrators.

OnTrak [®]	A		Hello admin@localhost! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G Transaction Mode/Sou	ピ Edit	
Home Administration Configuration	B Select the default transaction mode Select to calculate charges based on shipping (else receiving)	Shipping	
Data Reports	Source account for receiving transactions Source account for shipping transactions	Vendors Customers	
Contact About	🗹 Edit		

Figure 3-24. Mode/Sources Page Elements

ltem	Feature	Description
A	Back Button	Returns to previous page
В	Mode/Sources Configuration Information	Lists mode/sources configuration
С	Edit Button	Opens Edit Transaction Mode/Sources page (see Section 6.6 on page 81)

Table 3-12. Mode/Sources Page Elements Described



3.6.3.7 Weigh Screen Page

The Weigh Screen page is accessed by selecting **Weigh Screen** in the Configuration page. The Weigh Screen page lists the current configuration and provides editing functionality.



NOTE: Configuration page, sub-pages and functions are only available to OnTrak Enterprise administrators.

OnTrak		Hello	admin@localhost! Logou
ENTERPRISE ITRUCK SCALE DATA MANAGEMENT	G Weigh Screen		ピ Edit
Home Administration	Show inactive trucks in weigh screen truck list Show uninsured trucks in weigh screen truck list Show closed jobs in weigh screen job list	0	
Configuration	Show inactive customers in weigh screen customer list		
Data Reports	Show inactive products in weigh screen product list Display a notification if an uninsured truck performs a weighing operation Show user-defined data fields on inbound		
Contact About	weighments Print inbound transaction tickets		
	Enable operator to allow an overweight truck to perform a transaction		
	Enable operator to allow uninsured truck to perform transaction		
	Allow reprinting of transaction tickets		
	C Edit		

Figure 3-25. Weigh Screen Page Elements

ltem	Feature	Description
A	Back Button	Returns to previous page
В	Weigh Screen Configuration Information	Lists weigh screen configuration
С	Edit Button	Opens Edit Weigh Screen page (see Section 6.7 on page 82)

Table 3-13. Weigh Screen Page Elements Described



3.6.3.8 User Fields Page

The User Fields page is accessed by selecting User Fields in the Configuration page. The User Fields page lists the current configuration and provides editing functionality.



NOTE: Configuration page, sub-pages and functions are only available to OnTrak Enterprise administrators.

OnTra k [®]		Hello admin@localhost! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G User Fields	🕑 Edit
Home Administration Configuration	B User defined field 1 label User defined field 2 label User defined field 3 label	
Data	C	
Reports	0	
Contact		



ltem	Feature	Description
A	Back Button	Returns to previous page
В	User Field Configuration Information	Lists user field configuration
С	Edit Button	Opens Edit User Fields page (see Section 6.8 on page 83)

Table 3-14. User Fields Page Elements Described



3.6.3.9 Ticket Configuration Page

The Tickets Configuration page is accessed by selecting **Tickets** in the Configuration page. The Ticket Configuration page lists the current configuration and provides editing functionality.

NOTE: Configuration page, sub-pages and functions are only available to OnTrak Enterprise administrators.

CONTRAK * ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G licket Con	figuration	Outbound Shipping Ticket Format	ID <id> GROSS <tr1> TARE <tr2> NET <tr3></tr3></tr2></tr1></id>
Home Administration	B Ticket Logo/Header	No Logo Uploaded		JOB <jb> CUST <cu> PROD <pr> PRICE<np></np></pr></cu></jb>
Configuration Data	Automatic Ticket Download Ticket Email Subject	Scale Ticket		<tdl></tdl>
Reports	Ticket Email Body	OnTrak Enterprise generated scale ticket is attached.		
Contact About	Enable Ticket Logo/Header Scaling		Outbound Receiving Ticket Format	ID <id> GROSS <tr1> TARE <tr2></tr2></tr1></id>
© 2020-2023 Rice Lake Weighing Systems	Inbound Shipping Ticket Format	ID <id> GROSS <tr1> <tdl></tdl></tr1></id>		NET <tr3> JOB <jb> CUST <cu> PROD <pr> PRICE<np> <tdl></tdl></np></pr></cu></jb></tr3>
	Inbound Receiving Ticket Format	ID <id> GROSS <tr1> <tdl></tdl></tr1></id>	Gross Only Ticket Format	GROSS <tr1> <tdl></tdl></tr1>
			C Edit	

Figure 3-27. Tickets Page Elements

ltem	Feature	Description
A	Back Button	Returns to previous page
В	Ticket Configuration Information	Lists ticket configuration
С	Edit button	Opens Edit Ticket Configuration page (see Section 6.9 on page 84)

Table 3-15. Tickets Page Elements Described



3.6.3.10 Data Export Page

The Data Export Templates page is accessed by selecting **Data Export** in the Configuration page. The Data Export Templates page lists the current configuration and provides the functionality to create, edit or delete data export templates. Data Export Template is commonly selected in the Outbound Transaction page.



NOTE: Configuration page, sub-pages and functions are only available to OnTrak Enterprise administrators.

OnTrak	A			Hello admin@localhost! Logout	
ENTERPRISE TRUCK SCALE DATA MANAGEMENT		ita Export Templates			
Home Administration	+ Create Search Text	©		DEQ. Search× Clear]
Configuration	Name	File Type			2
Data	Default	Comma Separated Value (CSV)	🕑 Edit	👕 Delete	Ĩ
Reports	Previous	ext 1 Records	G	(H)	1
Contact			\cup	0	
About					

Figure 3-28. Data Export Page Elements

ltem	Feature	Description
A	Back Button	Returns to previous page
В	+ Create Button	Opens Create Data Export Template page (see Section 6.10 on page 86)
С	Search Text Field	Provides text field to enter search terms
D	Search Button	Executes search function
E	Clear Button	Clears Search Text field
F	Template Entry	Displays information about the available export templates
G	Edit Button	Opens Edit Data Export Template pages (see Section 8.1 on page 114)
Н	Delete Button	Opens Delete Data Export Template (see Section 8.3 on page 116)

Table 3-16. Data Export Page Elements Described



3.6.3.11 Image Capture Page

The Image Capture page is accessed by selecting **Image Capture** in the Configuration page. The Image Capture page lists the current configuration and provides editing functionality.



NOTE: Configuration page, sub-pages and functions are only available to OnTrak Enterprise administrators.

OnTrak	≡́́́́A		Hello admin@localhost! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	Image Capture		ピ Edit
Home	 B Enable Image Capture on Inbound Transactions. C Image Annotation Font Size. 	0 32	
Configuration Data Reports	i ∉ Edit D		

Figure 3-29. Image Capture Page Elements

:

ltem	Feature	Description
Α	Back Button	Returns to previous page
В	Image Capture Configuration Information	Lists Image Capture Configuration
С	Image Annotation Font Size	Configures font size in image annotations
D	Edit Button	Opens Edit Image Capture page (see Section 6.11 on page 87)

Table 3-17. Image Capture Page Elements Described

3.6.3.12 License Plate Reader Page

The License Plate Reader page is accessed by selecting **License Plate Reader** in the Configuration page. The License Plate Reader page lists the current configuration and provides editing functionality.

NOTE: Configuration page, sub-pages and functions are only available to OnTrak Enterprise administrators.

OnTrak	A		Hello admin@localhost!	Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G License Plate Reader			🕑 Edit
Home	LPR Confidence Threshold	60 B		
Administration Configuration	C Edit			
Data				

Figure 3-30. Image Capture Page Elements

ltem	Feature	Description	
A	Back Button	Returns to previous page	
В	LPR Confidence Threshold	This parameter sets the minimum required confidence value received from the camera in order for OnTrak to process license plate data.	
		NOTE: The confidence value is a result OnTrak Enterprise receives from the license plate reader that indicates how accurate the recognition of each is.	
С	Edit Button	Opens Edit License Plate Reader page (see Section 11.5 on page 133)	

Table 3-18. Image Capture Page Elements Described



3.6.3.13 Home Screen

The Home Screen page is accessed by selecting **Home Screen** in the Configuration page. The Home Screen page lists the current dashboard configuration and provides editing functionality.



NOTE: Configuration page, sub-pages and functions are only available to OnTrak Enterprise administrators.

OnTrak	A	Hello admin@localhost!	Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	Home Screen	l	🕑 Edit
Home	Display the recent weighment data dashboard		
Administration Configuration	C Edit		
Data			
Reports			

Figure 3-31. Home Screen Page Elements

ltem	Feature	Description	
A	Back Button	Returns to previous page	
В	Dashboard Configuration Information Lists dashboard configuration status		
С	Edit Button	Opens Edit Home Screen page (see Section 6.12 on page 88)	

Table 3-19. Image Capture Page Elements Described

3.6.3.14 Feature Options

The Features Options page is accessed by selecting **Feature Options** in the Configuration page. The Feature Options lists additional options that may be configured.



:

NOTE: Configuration page, sub-pages and functions are only available to OnTrak Enterprise administrators.

OnTrak	A	Hello admin@localhost! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G Feature Options	🗹 Edit
Home Administration	B Show Vendor Discounts	
Configuration Data Reports	C Edit	

Figure 3-32. Feature Option Page Elements

ltem	Feature	Description
A	Back Button	Returns to previous page
В	Show Vendor Discounts	Enables or disables Vendor Discounts configuration (Section 3.6.4.4 on page 45)
С	Show Vendor Charges	Enables or disables Vendor Charges configuration (Section 3.6.4.4 on page 45)
D	Edit Button	Opens Edit Feature Options page (see Section 6.13 on page 89)

Table 3-20. Feature Options Page Elements Described



:

3.6.4 Data Page

The Data page is selected from the Main menu and displays several large page buttons. Each page button opens a subsequent page that facilitates system database management. For more information, see Section 7.0 on page 91.

OnTrak *	i≡.				Hello	admin@localhos	t! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	Data A	B	©	0	Ē	F	
Home							
Administration	Charges	Discounts	Products	Vendors	Customers	Jobs	
Configuration			\square)
Data	_== D)			
Reports	Haulers	Trucks	Inbound Trans		Outbound Transactions		
Contact				sactions			
About	G	(H)	(\mathbf{I})		(\mathbf{j})		

Figure 3-33. Data Page Elements

ltem	Feature	Description
A	Charges	Opens the Charges page. Allows configuration of charges in the database (see Section 3.6.4.1 on page 42)
В	Discounts	Opens the Discounts page. Allows configuration of discounts in the database (see Section 3.6.4.2 on page 43)
С	Products	Opens the Products page. Allows configuration of products in the database (see Section 3.6.4.3 on page 44)
D	Vendors	Opens the Vendors page. Allows configuration of vendors in the database (see Section 3.6.4.4 on page 45)
E	Customers	Opens the Customers page. Allows configuration of customers in the database (see Section 3.6.4.5 on page 46)
F	Jobs	Opens the Jobs page. Allows configuration of jobs in the database (see Section 3.6.4.6 on page 47)
G	Haulers	Opens the Haulers page. Allows configuration of haulers in the database (see Section 3.6.4.7 on page 48)
Н	Trucks	Opens the Trucks page. Allows configuration of trucks in the database (see Section 3.6.4.8 on page 49)
I	Inbound Transactions	Opens the Inbound Transactions page. Allows configuration of inbound transactions in the database (see Section 3.6.4.9 on page 50)
J	Outbound Transactions	Opens the Outbound Transactions page. Allows configuration of outbound transactions in the database (see Section 3.6.4.10 on page 51)

Table 3-21. Data Page Elements Described

3.6.4.1 Charges Page

The Charges page is accessed by selecting **Charges** in the Data page. The Charges page lists the current configuration and provides the functionality to create, edit and delete charges.

■			Hello admin@localhost! Logout
G Char	ges		
+ Create B	_		D E
Search Text			Q Search × Clear
Charge Name	Charge Type	Charge Rate	F G
Flat Rate 40	Taxable Fixed	40.00	🗹 Edit 📄 Delete
Standard Rate	Taxable Weight Based	0.25	🗹 Edit 👕 Delete
Zone 1	Taxable Fixed (H)	35.00	🕑 Edit 👕 Delete
	Char Create Create Search Text Charge Name Flat Rate 40 Standard Rate	Charges Charges Charge Search Text C Charge Name Charge Type Flat Rate 40 Taxable Fixed Standard Rate Taxable Weight Based	Charges Charge B Search Text C Charge Name Charge Type Charge Rate Flat Rate 40 Taxable Fixed 40.00 Standard Rate Taxable Weight Based 0.25

Figure 3-34. Charges Page Elements

ltem	Feature	Description
А	Back Button	Returns to previous page
В	+ Create Button	Opens the Create Charge page (see Section 7.1 on page 92)
С	Search Text Field	Provides text field to enter search terms
D	Search Button	Executes search function
E	Clear Button	Clears Search Text field
F	Edit Button	Opens the edit page for the applicable item (see Section 8.1 on page 114)
G	Delete Button	Initiates the delete function for the applicable item (see Section 8.3 on page 116)
Н	Charge Entry	Displays information about the available Charges

Table 3-22. Charges Page Elements Described



3.6.4.2 Discounts Page

The Discounts page is accessed by selecting **Discounts** in the Data page. The Discounts page lists the current configuration and provides the functionality to create, edit and delete discounts.

OnTrak [®]	≡ (A)			Hello jsmith@email.com! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G Discount	s		
Home	+ Create B Search Text C			Q Search × Clear
Data Reports	Name	Rate	(F) (G)	
Contact	Level 1	1.00	C Edit Delete	
About	Level 2	0.95 H	🗹 Edit 🧊 Delete	

Figure 3-35. Discounts Page Elements

ltem	Feature Description				
Α	Back Button	Returns to previous page			
В	+ Create Button	Opens the Create Discount page (see Section 7.2 on page 93)			
С	Search Text Field	Provides text field to enter search terms			
D	Search Button	Executes search function			
E	Clear Button	Clears Search Text field			
F	Edit Button	Opens the edit page for the applicable item (see Section 8.1 on page 114)			
G	Delete Button	Initiates the delete function for the applicable item (see Section 8.3 on page 116)			
Н	Discount Entry	Displays information about the available Discounts			

Table 3-23. Discounts Page Elements Described



3.6.4.3 Products Page

The Products page is accessed by selecting **Products** in the Data page. The Products page lists the current configuration and provides the functionality to view details, create, edit and delete products. In addition, product charges may be assigned from this page.

OnTrak *	Ē		Hello jsmith@email.com! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	Products		
Home Data	+ Create B Search Text C		D E Q Search × Clear
Reports	Name	Product Id Description	F G H I
Contact	🚖 Copper	COP1	 Details Edit Delete Charges
About	🛨 USGA Golf Sand	ssi J	• Details C Edit Delete Charges
	* White Masonary Sand	SS2	O Details
	🛧 Crushed Limestone	CL1 1 1/2" #57 Class	A O Details 🕑 Edit 👕 Delete 💿 Charges

Figure 3-36. Products Page Elements

ltem	Feature	Description
А	Back Button	Returns to previous page
В	+ Create Button	Opens the Create Products page (see Section 7.3 on page 94)
С	Search Text Field	Provides text field to enter search terms
D	Search Button	Executes search function
E	Clear Button	Clears Search Text field
F	Details Button	Opens the details page for the applicable item (see Section 8.2 on page 115)
G	Edit Button	Opens the edit page for the applicable item (see Section 8.1 on page 114)
Н	Delete Button	Initiates the delete function for the applicable item (see Section 8.3 on page 116)
	Charges Button	Opens the Product Charges page (see Section 7.11.1 on page 105)
Н	Product Entry	Displays information about the available Products

Table 3-24. Products Page Elements Described



3.6.4.4 Vendors Page

The Vendors page is accessed by selecting **Vendors** in the Data page. The Vendors page lists the current configuration and provides the functionality to view details, create, edit and delete vendors. In addition, product discounts may be assigned from this page.

OnTrak	A						Hello ad	dmin@localh	ost! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G Vendors								
Home Administration	+ Create B Search Text C							D Q Searct	E × Clear
Configuration	Name	Vendor Id	F	G	Э	(J	K	Ŀ
Data	🛊 Argyle Vault & Precast Company	ARG15	i Details	🕑 Edit	👕 Delete	⊖ Charges	➔ Discounts	➔ Costs	
Reports Contact	★ Central Ready Mixed	CEN67	i Details	🕑 Edit	👕 Delete	→ Charges	➔ Discounts	⊖ Costs	● Fees
About	★ Lone Star Industries	LS34	i Details	🕑 Edit	👕 Delete	➔ Charges	➔ Discounts	➔ Costs	➔ Fees
	★ Cedar Lake Sand & Gravel Co Inc.	CLS99	i Details	🕑 Edit	盲 Delete	⊖ Charges	➔ Discounts	➔ Costs	⊖ Fees
	★ Footbille Rock & Lime Corp.	FOOT5	 Details 	🕑 Edit	👕 Delete	⊖ Charges	➔ Discounts	➔ Costs	● Fees
	🛨 Con Agra Oat Processing	CON8	🕯 Details	🕑 Edit	👕 Delete	● Charges	Discounts	\varTheta Costs	● Fees

Figure 3-37. Vendors Page Elements

ltem	Feature	Description			
A	Back Button	Returns to previous page			
В	+ Create Button	Opens the Create Vendor page (see Section 7.4 on page 95)			
С	Search Text Field	Provides text field to enter search terms			
D	Search Button	Executes search function			
Е	Clear Button	Clears Search Text field			
F	Details Button	Opens the details page for the applicable item (see Section 8.2 on page 115)			
G	Edit Button	Opens the edit page for the applicable item (see Section 8.1 on page 114)			
Н	Delete Button	Initiates the delete function for the applicable item (see Section 8.3 on page 116)			
Ι	Charges Button	Opens the Vendor Charges page (see Section 7.11.1 on page 105)			
		NOTE: The Costs button is hidden if the Show Vendor Costs parameter is disabled (see Section 6.13 on page 89).			
J	Discounts Button	Opens the Vendor Discounts page (see Section 7.11.2 on page 106)			
		NOTE: The Discounts button is hidden if the Show Vendor Discounts parameter is disabled (see Section 6.13 on page 89).			
		NOTE: This function is deprecated and replaced with Costs.			
K	Costs Button	Opens the Vendor Product Costs page (see Section 7.5 on page 97)			
L	Fees Button	Opens the Fees page (see Section 7.6 on page 98)			
	Vendor Entry	Displays information about the available Vendors			

Table 3-25. Vendors Page Elements Described



3.6.4.5 Customers Page

The Customers page is accessed by selecting **Customers** in the Data page. The Customers page lists the current configuration and provides the functionality to view details, create, edit and delete customers. In addition, customer discounts may be assigned from this page.

OnTrak *						He	ello jsmith@email.cor	n! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G Customers							
Home Data	+ Create B Search Text C						D Q Search	E × Clear
Reports	Name	Customer Id	(F)	G	(H)	\bigcirc	J	_
Contact	Argyle Vault & Precast Company	ARG15	 Details 	<u> </u>	<u> </u>		⊖ Product Discoun	ts
About	★ Central Ready Mixed F	CEN67	i Details	🕑 Edit	Delete	Charges	● Product Discoun	ts

Figure 3-38. Customers Page Elements

ltem	Feature	Description			
A	Back Button	Returns to previous page			
В	+ Create Button	Opens the Create Customer page (see Section 7.7 on page 99)			
С	Search Text Field	Provides text field to enter search terms			
D	Search Button	Executes search function			
E	Clear Button	Clears Search Text field			
F	Details Button	Opens the details page for the applicable item (see Section 8.2 on page 115)			
G	Edit Button	Opens the edit page for the applicable item (see Section 8.1 on page 114)			
Н	Delete Button	Initiates the delete function for the applicable item (see Section 8.3 on page 116)			
I	Charges Button	Opens the Customer Charges page (see Section 7.11.1 on page 105)			
J	Product Discounts Button	Opens the Customer Product Discounts page (see Section 7.11.2 on page 106)			
K	Customer Entry	Displays information about the available Customers			

Table 3-26. Customers Page Elements Described



3.6.4.6 Jobs Page

The Jobs page is accessed by selecting **Jobs** in the Data page. The Jobs page lists the current configuration and provides the functionality to view details, create, edit and delete jobs. In addition, job charges may be assigned from this page.

OnTrak	■́A					Hel	lo admin@localho	ost! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G Jobs							
	+ Create B						D	E
Home	Search Text						Q Search	X Clear
Administration								
Configuration	Name	Job Id	F	G	H		J	
Data	🛊 1000 Con Agra Oak - Wheat	JOB01	i Details	🕑 Edit	👕 Delete	Pricing	Charges	
Reports				_	_			
Contact	🛊 1001 Lone Star - Sand	JOB02	i Details	ピ Edit	📋 Delete	Pricing	Charges	
About	\star 1003 Argyle Vault - Limestone (K	JOB03	i Details	ピ Edit	Telete	Pricing	Charges	

Figure 3-39. Jobs Page Elements

ltem	Feature Description		
А	Back Button	Returns to previous page	
В	+ Create Button	Opens the Create Job page (see Section 7.8 on page 101)	
С	Search Text Field	Provides text field to enter search terms	
D	Search Button	Executes search function	
E	Clear Button	Clears Search Text field	
F	Details Button	Opens the details page for the applicable item (see Section 8.2 on page 115)	
G	Edit Button	Opens the edit page for the applicable item (see Section 8.1 on page 114)	
Н	Delete Button	Initiates the delete function for the applicable item (see Section 8.3 on page 116)	
I	Pricing Button	Opens the Job Pricing page (see Section 7.11.3 on page 107)	
J	Charges Button	Opens the Job Charges page (see Section 7.11.1 on page 105)	
K	Job Entry	Displays information about the available Jobs	

Table 3-27. Jobs Page Elements Described

3.6.4.7 Haulers Page

The Haulers page is accessed by selecting **Haulers** in the Data page. The Haulers page lists the current configuration and provides the functionality to view details, create, edit and delete haulers. In addition, hauler trucks may be assigned from this page.

OnTrak *	≡ (A)		Hello jsmith@email.com! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G Haulers		
Home Data	+ Create B Search Text C		Q Search × Clear
Reports Contact	Name	(F) (G) (H) (J) ● Details (Z' Edit) ● Delete ● Charges ● Trucks	
About	A & R Transport	Details Example Example Charges Trucks	
	B H Freight LLC	O Details	
	Badger State Transport Inc. Waste Truck Service Inc	O Details C Edit Tolete O Charges O Trucks O Details C Edit Tolete O Charges O Trucks	
	GB Land Transportation	Details Charges Charges O Trucks	
	Happy Haulers	 O Details ☑ Edit ☑ Delete ○ Charges ○ Trucks 	

Figure 3-40. Haulers Page Elements

ltem	Feature	Description
A	Back Button	Returns to previous page
В	+ Create Button	Opens the Create Haulers page (see Section 7.9 on page 102)
С	Search Text Field	Provides text field to enter search terms
D	Search Button	Executes search function
Е	Clear Button	Clears Search Text field
F	Details Button	Opens the details page for the applicable item (see Section 8.2 on page 115)
G	Edit Button	Opens the edit page for the applicable item (see Section 8.1 on page 114)
Н	Delete Button	Initiates the delete function for the applicable item (see Section 8.3 on page 116)
Ι	Charges Button	Opens the Hauler Charges page (see Section 7.11.1 on page 105)
J	Trucks Button	Opens the Hauler Trucks page (see Section 7.11.4 on page 108)
K	Hauler Entry	Displays information about the available Haulers

Table 3-28. Haulers Page Elements Described



3.6.4.8 Trucks Page

The Trucks page is accessed by selecting **Trucks** in the Data page. The Trucks page lists the current configuration and provides the functionality to view details, create, edit and delete trucks.

OnTrak [®]	≡ (A)		Hello	jsmith@email.com! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G Trucks			
Home	+ Create B Search Text C			Q Search × Clear
Data Reports	Name	Truck Id	(F) (G) (H)	
Contact	★ M & L Truck One	ML01	Details C Edit T Delete	
About	🖈 M & L Truck Truck Thirteen	ML13	💿 Details 🛛 🗭 Edit 👕 Delete	
	🚖 B H Freight Truck Eleven	BH11	🔹 Details 🔀 Edit 🥤 Delete	
	🛊 GB Land Truck 1	GB1	💿 Details 🗹 Edit 🧊 Delete	
	★ Badger State Truck 99	BDS99	Oetails C Edit Delete	
	★ Waste Truck 88	WST88	Details Edit Delete	
	★ Waste Truck 87	WST87	① Details ② Edit ⑦ Delete	

Figure 3-41. Trucks Page Elements

ltem	Feature	Description
A	Back Button	Returns to previous page
В	+ Create Button	Opens the Create Truck page (see Section 7.10 on page 103)
С	Search Text Field	Provides text field to enter search terms
D	Search Button	Executes search function
E	Clear Button	Text Field
F	Details Button	Opens the details page for the applicable item (see Section 8.2 on page 115)
G	Edit Button	Opens the edit page for the applicable item (see Section 8.1 on page 114)
Н	Delete Button	Initiates the delete function for the applicable item (see Section 8.3 on page 116)
I	Truck Entry	Displays information about the available Trucks

Table 3-29. Trucks Page Elements Described



3.6.4.9 Inbound Weighments Page

The Inbound Weighments page is accessed by selecting **Inbound Transactions** in the Data page. The Inbound Weightments page lists inbound transactions and their details.

OnTrak	≡ (A)				Hello jsmith@email.com! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G Inbound	d Weig	hments		© D
Home	Search Text B	Truck Id	Product	Customer/Vendor	Q Search X Clear
Reports	1/26/2023 8:34:26 AM	ML01	Pea Gravel	e	Details
Contact About	1/26/2023 8:37:30 AM Previous Next 2 Recor	GB1 ds	Oats		Details Delete F

Figure 3-42. Inbound Wegiments Page Elements

ltem	Feature	Description
A	Back Button	Returns to previous page
В	Search Text Field	Text field to enter search terms (for example, Truck ID)
С	Search Button	Executes search function
D	Clear Button	Clears Search Text field
E	Details Button	Opens the details page for the applicable data item (see Section 8.2 on page 115). The details page displays transaction information, truck information, notes and user defined fields
F	Delete Button	Initiates the delete function for the applicable weighment (see Section 8.3 on page 116)
G	Inbound Weighment Entry	Displays Date, Truck ID, Product and Customer/Vendor information about the Inbound Weighments

Table 3-30. Inbound Weighments Page Elements Described



3.6.4.10 Outbound Weighments Page

The Outbound Weighments page is accessed by selecting **Outbound Transactions** in the Data page. The Outbound Weighments page lists outbound transactions, transaction details and provides functional buttons.

OnTra k [*]						H	lello admin@localho	st! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	Outbou	ind Weig	hments					
	Start Date 01	/26/2023 (A)		Ê	End Date 01/26/2023	B		
Home	Search Text	C					Q Search	× Clear
Administration	Date	Ticket Number	Truck	Product	Contained Manufacture		D	E
Configuration	Date	Ticket Number	TFUCK	Product	Customer/Vendor		(F)	
Data	1/26/2023 8:33:0 AM	07 ₄₃	ML01 - M & L Truck One	Copper	Argyle Vault & Precast Company	🚯 Details 🛛 🗭	Edit 🛇 Void 🗄	Get Ticket
Reports	80		one		company	6	H) ()	J
Contact	1/26/2023 8:48: AM	44	ML01 - M & L Truck	Pea	Argyle Vault & Precast			Get Ticket
About	AM		one (K)	Gravel	Company		Unvoid	g Get Hicket
							L	M
	Previous Nex	2 Records					CSV 🛩	Export

Figure 3-43. Outbound Weighments Page Elements

ltem	Feature	Description
A	Start Date	Date to begin listing data for outbound weighments
В	End Date	Date to end data listing for outbound weighments
С	Search Text	Text field to enter search terms (for example, Truck ID)
D	Search Button	Executes search function
E	Clear Button	Clears search
F	Void Button	Voids associated transaction (see Section 7.14.1 on page 110) NOTE: This button only appears on unvoided transactions.
G	Details Button	Opens the details page for the applicable item (see Section 8.2 on page 115) The details page displays notes, user fields, jobs, product and customer information
Н	Edit Button	Opens the edit page for the applicable item (see Section 8.1 on page 114)
I	Unvoid Button	Restores associated voided transaction (see Section 7.14.2 on page 111) NOTE: This button only appears on voided transactions.
J	Get Ticket Button	Downloads associated ticket (see Section 7.14.3 on page 112)
K	Data	Displays data entries for each recorded outbound weighment
L	Data Export Drop-Down	Defines export settings based on configured Data Exports (see Section 3.6.3.10 on page 38)
М	Export Button	Exports Outbobund Weighment data in user selected format (see Section 7.14.4 on page 113)

Table 3-31. Outbound Weighments Page Elements Described

3.6.5 Reports Page

The Reports page is selected from the Main menu and displays several buttons that provide different report types. For more information, see Section 10.0 on page 136.

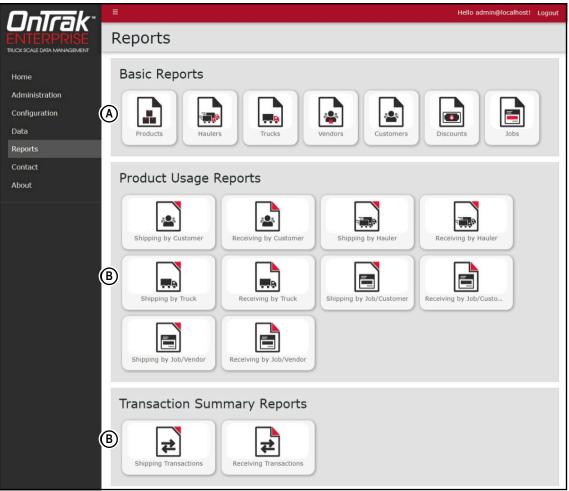


Figure 3-44. Reports Page Elements

ltem	Feature	Description
A	Basic Reports	Includes the reports: Products, Haulers, Trucks, Vendors, Customers, Discounts and Jobs
В	Product Usage Reports	Includes the reports: Shipping by Customer, Received by customer, Shipping by Hauler, Receiving by Hauler, Shipping by Truck, Receiving by Truck, Shipping by Job/ Customer, Receiving by Job/Customer, Shipping by Job/Vendor and Receiving by Job/Vendor
С	Transaction Summary Reports	Includes the reports: Shipping by Transactions and Receiving by Transactions

Table 3-32. Reports Page Elements Described



3.6.5.1 Reports

A report is accessed by selecting the type (Productivity or Transaction) in the Reports page. Each report provides similar functionality, while they differ in the type of data that is generated.

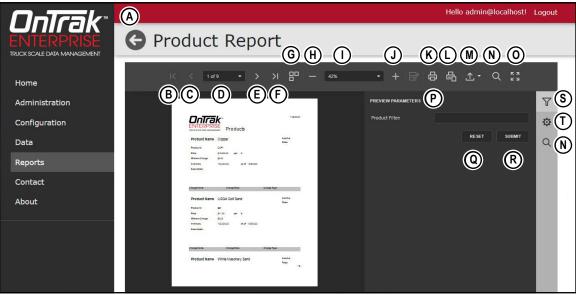


Figure 3-45. Report Elements

ltem	Feature	Description
А	Back to List Button	Returns to previous OnTrak Enterprise page
В	First page Button	Displays first report page
С	Previous page Button	Displays previous report page
D	User Selected Page Number Drop-Down	Displays active page selected by user
E	Next Page Button	Displays next report page
F	Last Page Button	Displays last report page
G	Multipage Mode Button	Toggles Multipage Mode
Н	Zoom Out Button	Zooms report out
I	User Configured Zoom Level	Displays report in zoom level configured by user
J	Zoom In Button	Zooms report in
K	Print Button	Prints the active report (see Section 10.4 on page 140)
L	Print Page Button	Prints active report page (see Section 10.4 on page 140)
М	Export To Drop-down	Exports report to a user selected file type (*.pdf, *.xls, *.xlsx, *.rtf, *.docx, *.mht, *.html, *.txt, *.csv, *.png) (see Section 10.3 on page 139)
Ν	Search Button	Searches report for keywords and identifies them
0	Full screen Button	Opens report in full screen
Р	Search Parameters	User configurable parameters that determine report criteria (see Section 10.2 on page 138)
Q	Reset Button	Clears search filter text field
R	Submit Button	Submits search parameters and initiates report generation
S	Parameters Button	Opens parameter menu
Т	Export Options Button	Configures export options

Table 3-33. Report Elements Described

3.6.6 Contact Page

The Contacts page is selected from the Main menu and provides information regarding how to contact Rice Lake Weighing Systems.



Figure 3-46. Contact Page



3.6.7 About Page

The About page is selected from the Main menu and provides various information about OnTrak Enterprise.

OnTrak	=	Hello admin@loc	alhost! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	About OnTrak Enterp	orise	
Home	About	(J) Licensing	
Administration	Version 3.5.0.0 (A)	Trial Mode False Device Id 5DPQ TRCF R9I6 SI	115
Configuration	Build Date Wed 02/21/2024 B 7:57:45.66	Licensee Rice Lake Weighing	Systems
Data Reports	Legal (LFT) Version 1.0.0.0	Issue DateThursday, June 1, 2Sales Order12345678	023
Contact	Certificate of NTEP CC 23-098	Features	
About	© 2020-2024 Rice Lake Weighing Systems (E)		ensed
	View the PDF manual (F)	Base Application True	e
	Explore the OnTrak Enterprise API	Kiosk Support True	e
	OnTrak Enterprise API definition file v1.0 $(OpenAPI 3.0)$	Image Capture True	e
	API Documentation	External REST API True	e
	Ċ	License Plate Reader True	e

Figure 3-47. About Page Elements

ltem	Feature	Description
А	Version Display	Displays OnTrak Enterprise version number
В	Build Date Display	Displays OnTrak Enterprise version build date
С	Legal (LFT) Version	Displays legal version.
D	Certificate of Conformance	Display certificate of conformance number
E	Copyright	Provides copyright information
F	View the PDF manual	Opens the manual (PDF format) in the default web browser
G	Explore OnTrak Enterprise API	Opens the API exploration page (see Section 11.2.1 on page 144)
Н	OnTrak Enterprise API definition file v1.0 (OpenAPI 3.0)	Opens the API definition file (see Section 11.2.3 on page 147)
I	API Documentation	Accesses API documentation that is generated on demand (see Section 11.2.1 on page 144)
J	Licensing Information	Displays OnTrak Enterprise licensing status

Table 3-34. About Page Elements Described



4.0 Account Management

This section discusses OnTrak Enterprise navigation, pages and page elements that may display during normal use. Account management provides the following functions:

- Access Manage Your Account Page (see Section 4.1 on page 56)
- Change Password (see Section 4.1.1 on page 57)
- Download Personal Data (see Section 4.1.2 on page 58)
- Delete Personal Data and Account (see Section 4.1.2 on page 58)

4.1 Access Manage Your Account Page

Perform the following to access the Manage your account page:

1. Select the account email address (upper right corner).

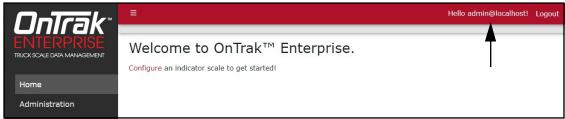


Figure 4-1. Account Settings Button

2. The Manage your account page displays.

OnTrak	=		Hello admin@localhost!	Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	Manage your Change your account			
Home	Profile	Profile		
Administration	Password	Username		
Configuration	Personal data	admin@localhost		
Data				
Reports				
Contact				
About				

Figure 4-2. Manage Your Account Page



4.1.1 **Changing Password**

If required, the password may be changed for the active account. Perform the following to change the password:

NOTE: Passwords must have at least six characters, one non alphanumeric character (!@#\$%^&*), one lowercase (a-z) character, one uppercase character (A-Z) and one number (0-9).

- 1. Access Mange your account page (see Section 4.1 on page 56).
- 2. Select Password.

OnTrak	≡		Hello admin@localhost!	Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	Manage your Change your account			
Home Administration	Profile Password	Profile Username		
Configuration	Personal data	admin@localhost		
Data Reports				

Figure 4-3. Manage Your Account Page

- 3. The Change Password page displays.
- 4. Enter current password.
- 5. Enter new password twice.
- 6. Select the **Update password** button to save the changes or the internet browser **Back** button to return to the previous page.

OnTrak *	=		Hello admin@localhost!	Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	Manage you Change your accou			
Home Administration Configuration Data Reports Contact	Profile Password Personal data	Change password Current password New password	Password Requirements Six characters minimum. Requires at least one lower-case character. Requires at least one 	
About	Password	Confirm new password Update password Update password	 upper-case character. Requires at least one digit. Requires at least one non-alpha numeric character. Requires at least one unique character. 	

Figure 4-4. Change Password Fields with Data

7. If the password was updated, the Manage your account page confirms the change.

OnTrak *	E		Hello admin@localhost!	Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	Manage your acco	our account	Password Change Confirmation	
Home Administration	Profile	Change password		
Configuration	Password	Your password has been changed.		×
Data	Personal data	Current password	Password Requirements	

Figure 4-5. Password Changed Indicator



4.1.2 Personal Data

Each account contains information provided by the user including name and email address. The Personal Data page allows the user to download personal data or to delete personal data and account.

4.1.2.1 Download Personal Data

Perform the following to download personal data:

- 1. Access Mange your account page (see Section 4.1 on page 56).
- 2. Select Personal Data.

OnTra k [®]	=		Hello admin@localhost!	Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	Manage your Change your account			
Home				
Administration	Profile	Profile		
Configuration	Password Personal data	admin@localhost		
Data				
Reports				
Contact	I			
About				

Figure 4-6. Manage Your Account Page

- 3. The Personal Data page displays.
- 4. To download data, select **Download** and follow internet browser prompts to save the data.

OnTrak	E		Hello admin@localhost!	Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	Manage your Change your account s			
Home	Profile	Personal Data		
Administration	Password	Your account contains personal data that you have		
Configuration	Personal data	given us. This page allows you to download or delete that data.		
Data		Deleting this data will permanently remove your account, and this cannot be recovered.		
Reports				
Contact		Download		
About		Delete		

Figure 4-7. Personal Data Page



4.1.2.2 Delete Personal Data and Account

Perform the following to delete personal data and account:

() IMPORTANT: Deleting personal data permanently deletes data associated with account and closes the account.

- 1. Access Account management page (see Section 4.1 on page 56).
- 2. Select Personal Data.

OnTrak	=		Hello admin@localhost! L	ogout
	Manage your Change your account s			
Home Administration	Profile	Profile Username		
Configuration	Personal data	admin@localhost		
Data				
Reports Contact	Т			

Figure 4-8. Manage Your Account Page

- 3. The Personal Data page displays.
- 4. Select Delete.

OnTrak [®]	E		Hello admin@localhost!	Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	Manage your Change your account s			
Home	Profile	Personal Data		
Administration	Password	Your account contains personal data that you have		
Configuration	Personal data	given us. This page allows you to download or delete that data.		
Data		Deleting this data will permanently remove		
Reports		your account, and this cannot be recovered.		
Contact		Download		
About		Delete		

Figure 4-9. Personal Data Page

- 5. A delete confirmation displays.
- 6. Enter the account's password then select Delete data and close my account to confirm or select the internet browser Back button to return to the previous page.



[] IMPORTANT: Account data can not be recovered after deletion.

OnTrak [*]		Hello rsmith@email.com! Logo	out
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	Manage your Change your account		
Home	Profile	Delete Personal Data	
Data	Password	Deleting this data will permanently remove your account, and this cannot be recovered.	
Reports	Personal data	Deleting this data will permanental remove your account, and this cannot be recovered.	
Contact		Password	
About	Enter Password	•	
		Delete data and close my account Delete Data and Account Button	

Figure 4-10. Delete Personal Data Page



5.0 Administration

The Administration page provides the basic functionality to manage users, download log files, purge transactions and view server settings. Select the Administration menu option to access the administrator page.



NOTE: The Administration page and its functions is only available to OnTrak Enterprise administrators.

OnTrak	E =	Hello admin@localhost!	Logout
CONTRAK" ENTERPRISE	Administration		
Home Administration Configuration Data Reports Contact About	Users		

Figure 5-1. Administration Page

This section discusses Administration function in OnTrak Enterprise, including:

- Manage Users (see Section 5.1)
- View or Download Application Log Files (see Section 5.2 on page 67)

5.1 Manage Users

The Administration page provides functions relating to user management:

- About Users (see Section 5.1.1)
- Create Users (see Section 5.1.3 on page 64)
- Edit Users (see Section 5.1.4 on page 65)
- Delete Users (see Section 5.1.5 on page 66)

5.1.1 About Users

There are four user role types: Administrator, Superuser, User and Driver. Table 5-1 lists Menu access rights granted to each user role.

Category	Administrator	Super-User	User	Driver
Home	Х	Х	Х	Х
Administration	Х			
Configuration	Х			
Data	Х	Х	Х	
Reports	Х	Х	Х	
Contact	Х	Х	Х	Х
About	Х	Х	Х	Х

Table 5-1. Role Access Rights



5.1.2 User Permissions

Section 5.1.2.1 through Section 5.1.2.5 on page 63 lists user roles access to menu functions.

5.1.2.1 Administration Access

Page	Category	Function	Administrator	Super-User	User	Driver
Administration	Users	Create	Х			
Administration	Users	Edit	Х			
Administration	Users	Delete	Х			
Administration	Users	View	Х			
Administration	Log Files	View Log File	Х			
Administration	Log Files	Download Log File	Х			

Table 5-2. Administration Access Rights

5.1.2.2 Configuration Access

Page	Category	Function	Administrator	Super-User	User	Driver
Configuration	Cameras	Create	Х	Х		
Configuration	Cameras	Edit	X	Х		
Configuration	Cameras	Delete	Х	Х		
Configuration	Cameras	View	X	Х	Х	
Configuration	Data Export Templates	Create	X	Х	Х	
Configuration	Data Export Templates	Edit	Х	Х	Х	
Configuration	Data Export Templates	Delete	X	Х		
Configuration	Data Export Templates	View	X	Х	Х	
Configuration	Indicators	Create	X			
Configuration	Indicators	Edit	Х			
Configuration	Indicators	Delete	X			
Configuration	Indicators	View	X			
Configuration	General Configuration	Create	X			
Configuration	General Configuration	Edit	Х			
Configuration	General Configuration	Delete	Х			
Configuration	General Configuration	View	X			

Table 5-3. Configuration Access Rights



5.1.2.3 Data Access

Page	Category	Function	Administrator	Super-User	User	Driver
Data	Indicators	Create	X			
Data	Indicators	Edit	Х			
Data	Indicators	Delete	Х			
Data	Indicators	View	X			
Data	Data Export Templates	Create	Х	Х	Х	
Data	Data Export Templates	Edit	Х	Х	Х	
Data	Data Export Templates	Delete	Х	Х		
Data	Data Export Templates	View	Х	Х	Х	
Data	General Configuration	Create	Х			
Data	General Configuration	Edit	X			
Data	General Configuration	Delete	Х			
Data	General Configuration	View	Х			
Data	Vendors	Create	Х	Х		
Data	Vendors	Edit	Х	Х		
Data	Vendors	Delete	Х	Х		
Data	Vendors	View	X	Х	Х	
Data	Vendors	Manipulate Charges	Х	Х		
Data	Vendors	Manipulate Costs	Х	Х		
Data	Customers	Create	Х	Х		
Data	Customers	Edit	Х	Х		
Data	Customers	Delete	Х	Х		
Data	Customers	View	Х	Х	X	
Data	Customers	Manipulate Charges	Х	Х		
Data	Customers	Manipulate Discounts	Х	Х		
Data	Discounts	Create	Х	Х		
Data	Discounts	Edit	Х	Х		
Data	Discounts	Delete	Х	Х		
Data	Discounts	View	Х	Х	X	
Data	Charges	Create	Х	Х		
Data	Charges	Edit	Х	Х		
Data	Charges	Delete	Х	Х		
Data	Charges	View	Х	Х	X	
Data	Haulers	Create	Х	Х		
Data	Haulers	Edit	Х	Х		
Data	Haulers	Delete	X	Х		
Data	Haulers	View	X	X	X	
Data	Haulers	Manipulate Charges	X	Х		
Data	Haulers	Manipulate Discounts	X	X		
Data	Haulers	Manipulate Trucks	X	X		
Data	Trucks	Create	X	X		
Data	Trucks	Edit	X	X X		
Data	Trucks	Delete	X	X		
Data	Trucks	View	X	X X	X	
Data	Trucks	Manipulate Charges	X	X X		
Data	Trucks	Manipulate Discounts	X	X X		
Data	Trucks	Manipulate Job Hauler	X	X X	+ +	
Data	Jobs	Create	X	X		

Table 5-4. Data Access Rights



Page	Category	Function	Administrator	Super-User	User	Driver
Data	Jobs	Edit	Х	Х		
Data	Jobs	Delete	Х	Х		
Data	Jobs	View	X	Х	Х	
Data	Jobs	Manipulate Charges	Х	Х		
Data	Jobs	Manipulate Discounts	Х	Х		
Data	Jobs	Manipulate Job Pricing	X	Х		
Data	Inbound Weighments	Delete	Х			
Data	Inbounds Weighments	View	Х	Х	Х	
Data	Outbounds Weighments	Create	Х	Х	Х	
Data	Outbounds Weighments	Edit	Х	Х	Х	
Data	Outbounds Weighments	Delete	Х	Х		
Data	Outbounds Weighments	View	X	Х	Х	
Data	Outbounds Weighments	Export	Х	Х		
Data	Outbounds Weighments	Download Ticket	Х	Х	Х	
Data	Outbounds Weighments	Void	Х	Х		
Data	Outbounds Weighments	Remove Void	Х	Х		

Table 5-4. Data Access Rights (Continued)

5.1.2.4 Reports Access

Page	Category	Function	Administrator	Super-User	User	Driver
Reports	Reports	View Reports	Х	Х	Х	

Table 5-5. Reports Access Rights

5.1.2.5 Scale Operation Access

Page	Category	Function	Administrator	Super-User	User	Driver
Home	Weigh Operation	Weigh a Truck	Х	Х	Х	Х
Home	Weigh Operation	Acquire Tare	Х	Х		

Table 5-6. Scale Operation Access Rights



5.1.3 User Account Creation

A user account is required to access and use OnTrak Enterprise. Perform the following to create a user account:

- 1. Open Administration page then select **Users**.
- 2. Select + Create.

OnTrak			Hello admin@localhost! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G Users		
Home	+ Create		
Administration	Email	Role	
Configuration	admin@localhost	Administrator	C Edit Delete

Figure 5-2. Users Page with Edit Function Identified

3. Add Email address, Password and Role.

NOTE: Passwords must have at least six characters, one non alphanumeric character (!@#\$%^&*), one lowercase (a-z) character, one uppercase character (A-Z) and one number (0-9).

4. Select + Create.

NOTE: After account is created, the Administrator must set a user role otherwise access to features is denied (see Section 5.1.4 on page 65).

OnTrak	Ξ		Hello admin@localhost! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G Create User	Enter Email Address	
Home Administration	Email Ø	Password Requirements Six characters minimum. 	
Configuration Data	Password •	 Requires at least one lower-case character. Requires at least one upper-case 	
Reports	Confirm password	character. Requires at least one digit. Requires at least one non-alpha numeric character. 	
Contact About	Role	 Requires at least one unique character. 	
	+ Create ← Back to List	Enter Password Twice	
	Select	Create	

Figure 5-3. OnTrak Enterprise Account Registration Page

5. OnTrak Enterprise returns to the Users Page with new user account included in the user list.

OnTra k*				Hello admin@localhost!	Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G Users				
Home	+ Create				
Administration	Email	Role			
Configuration	admin@localhost	Administrator	ピ Edit 🕤 Delete		
Data	jsmith@email.com	User	ピ Edit 📋 Delete		
Reports Contact	jdoe@email.com	User	🕑 Edit 📋 Delete		

Figure 5-4. Users Page with New User Added



5.1.4 Edit Users

Accounts receive access to pages and their functions based on roles assigned by an administrator.

To edit a user, perform the following:

- 1. Open Administration page then select **Users**.
- 2. Identify the user with a role that requires change then select the associated Edit button.

OnTrak	Ξ			Hello admin@localhost!	Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	🕒 Users				
Home	+ Create				
Administration	Email	Role			
Configuration	admin@localhost	Administrator	ピ Edit 👕 Delete		
Data	jsmith@email.com	User	🗹 Edit 👕 Delete		
Reports Contact	jdoe@email.com	User	🕑 Edit 📋 Delete		
About			▲		

Figure 5-5. Users Page with Edit Function Identified

- 3. The Edit User page displays.
- 4. Select the **Role** drop-down menu and then the required option.
- 5. Select the Save button to save changes or Back to List button to return to the previous page.

NOTE: Most users are assigned the User role. See Section 5.1.2 on page 61 for a list of user role permissions.

OnTrak *	E		Hello admin@localhost!	Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G Edit User			
	Email 😨			
Home	jdoe@email.com			
Administration	Role			
Configuration	User	Select Required Role		
Data	■ Save ← Back to List			
Reports				
Contact				
About	Save Button			

Figure 5-6. Edit User Page

6. If saved, the user role updates to the new configuration.

InTrak *	≡		Hello admin@localhost! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G Users		
Home	+ Create		
Administration	Email	Role	
Configuration	admin@localhost	Administrator	Edit Edit
Data	jsmith@email.com	User	🗹 Edit 📑 Delete
Reports Contact	jdoe@email.com	Administrator	C Edit Delete
About		≜	

Figure 5-7. User Role Updated



5.1.5 Delete Users

Perform the following to delete a user:

- 1. Open Administration page then select **Users**.
- 2. Identify the user that requires removal then select the associated **Delete** button.

OnTra k*	E			Hello admin@localhost!	Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G Users				
Home	+ Create				
Administration	Email	Role			
Configuration	admin@localhost	Administrator	🕑 Edit 📑 Delete		
Data	jsmith@email.com	User	🕑 Edit 👕 Delete		
Reports	11		📽 Edit 👕 Delete		
Contact	jdoe@email.com	Administrator			
About			•		

Figure 5-8. Users Page with Delete Identified

- 3. The system requests confirmation prior to deleting the user.
- 4. Select the **Delete** button to remove the user.

OnTrak *	. ≡	Hello admin@localhost!	Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	🕒 Delete User		
Home	Are you sure you want to delete this user?		
Administration Configuration Data	Emailjdoe@email.comEmail ConfirmedImage: Confirmed and the second and the		
Reports Contact About	Delete ← Back to List		

Figure 5-9. Delete User Confirmation Page

5. The Users page displays with the user removed.

OnTrak	=		Hello admin@localhost! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G Users		
Home	+ Create		
Administration	Email	Role	
Configuration	admin@localhost	Administrator	C Edit Telete
Data	jsmith@email.com	User	🕑 Edit 👕 Delete
Reports			
Contact			
About		 User Removed	

Figure 5-10. User Remove from Users Page

5.2 Application Log Files

Application logs are recordings of system interactions that are typically used by technical support to troubleshoot system issues. The Application Logs page lists available logs with dates as the file names. Perform the following to view or download log files:

NOTE: The log files are in JavaScript Object Notation (*.json) file format.

- 1. Open the Administration page then select **Application Logs**.
- 2. The Application Logs page displays.
- 3. Select the log link to display it in the internet browser or the download button to save to local storage.

NOTE: The installed internet browser and its configuration determines the behavior when downloading the application log. The internet browser may automatically download the log, open the Save As window, or request if the file should be downloaded.



Figure 5-11. Application Logs Page



6.0 Application Configuration

Select the Configuration menu item to view the configuration categories that are available. Each configuration category when accessed, opens a details view for reviewing settings. An Edit button is located at the bottom of each details page to access an editable view and make any changes.

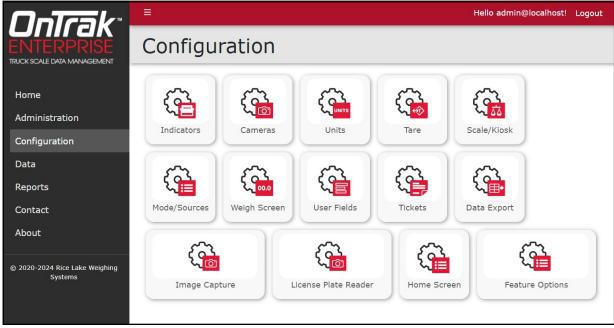


Figure 6-1. Configuration Page Elements

NOTE: The Configuration page, sub-pages and functions are only available to OnTrak Enterprise administrators. Features may not appear if not licensed.

This section discusses Configuration functions in OnTrak Enterprise, including:

- Indicators (see Section 6.1 on page 69)
- Cameras (see Section 6.2 on page 73)
- Units (see Section 6.3 on page 78)
- Tare (see Section 6.4 on page 79)
- Scale/Kiosk (see Section 6.5 on page 80)
- Mode/Sources (see Section 6.6 on page 81)
- Weigh Screen (see Section 6.7 on page 82)
- User Fields (see Section 6.8 on page 83)
- Tickets (see Section 6.9 on page 84)
- Data Export (see Section 6.10 on page 86)
- Image Capture (see Section 6.11 on page 87)
- Home Screen (Dashboard) (see Section 6.12 on page 88)
- Feature Options (see Section 6.13 on page 89)
- Restart Indicators (see Section 6.14 on page 90)

NOTE: License Plate Reader information, see Section 11.5 on page 133.

NOTE: Some functions in OnTrak Enterprise operate in common a process among Configuration and Data pages. These functions include viewing details, editing and deleting items. For information about common functions, see Section 8.0 on page 114. The Edit function is among Indicators, Scales, Cameras and Data Export pages.



6.1 Indicator and Scale Configuration

6.1.1 Indicator Configuration

- 1. Select **Indicators** from the Configuration page.
- 2. Select the **+ Create** button.

Ontrak			Hello admin@localhost! Logout
ONTRAK " ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G Indicators		
Home Administration	+ Create		Q Search X Clear
Configuration	Indicator Type	IP Address	Tcp Port
Data	Previous Next 0 Records		₿ Restart Indicators

Figure 6-2. Indicators Page + Create Button

- 3. The Create Indicator page displays.
- 4. Configure the following parameters:
 - Indicator Type: Select the indicator type from the drop-down menu.
 - Indicator is a 1280 Kiosk: Enable if the indicator is 1280 kiosk.
 - IP Address: Configure the IP Address assigned to the indicator.
 - TCP Port: Configure the TCP Port assigned to the indicator.
- 5. Select + Create button.

OnTrak	.≡	Hello admin@localhost!	Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	Create Indicator		
Home	Indicator Type		
Administration	1280 Enterprise		~
Configuration	Indicator is a 1280 Klosk		
Data			
Reports	IP Address 🔮		
Contact			
About	Tcp Port		
	10001		
© 2020-2023 Rice Lake Weighing			
	+ Create		

Figure 6-3. Create Indicator Page

- 6. The Indicators page displays with the new Indicator listed.
- 7. Select **Home** to return to the Home page.



6.1.2 Scales Configuration

After an indicator is configured, add a scale to it:

- 1. Select Indicators from the Configuration page.
- 2. Select **Scales** adjacent to indicator that will be assigned a scale.

OnTrak						Hello ad	min@localhost!	Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G Indica	tors						
Home	+ Create						Q Search	< Clear
Administration	Search lext						≺ search 7	Cical
Configuration	Indicator Type	IP Address	Tcp Port			V		
Data	1280 Enterprise	10.2.55.142	1	🚯 Details 🛛 🔒	🖁 Edit 📑 Delete	➔ Scales		
Reports							_	_
Contact	Previous Next 1	Records					₿ C Restart Ind	icators
About								

Figure 6-4. Indicators Page Scales Button

- 3. The Indicator Scales page appears.
- 4. Select + Create.

OnTrak	E State Sta	Hello admin@localhost! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G Indicator Scales	
	+ Create	
Home	Name Channel Printer Addr : Port Remote Addr : Port Camera	License Plate Camera Id
Administration		
Configuration	← Back to List	
Data		

Figure 6-5. Indicator Scales + Create Button

- 5. The Add Scale to Indicator pop-up window appears.
- 6. Configure the following parameters:
 - Scale Name: Enter the desired name for scale.
 - Channel: Enter the indicator channel number.
- 7. Select Add.

Add Scale to Indicat	or		×
Scale Name			
Channel			
0			
		Cancel	🔁 Add

Figure 6-6. Add Scale To Indicator Pop-Up Window



8. The window closes and the new scale is displayed in the Indicator Scales page.

OnTrak	=						Hello adr	nin@localhost!	Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G	[ndica	ator So	cales					
Home	+ Crea	te							
Administration	Name	Channel	Printer Addr : Port	Remote Addr : Port	Camera	License Plate Camera Id			
Configuration						🕑 Edit	🗇 Delete	🖶 Printer	
Data	1	10	0	0		0	note Display	→ Cameras	LPR
Reports				A					
Contact	← Back	to List							

Figure 6-7. Indicator Scales Page

9. Select Home to return to the Home page.

6.1.3 Add IP Printer to Scale

If an IP printer is available, add it to the desired indicator:

NOTE: Printers associated with a scale and connected to OnTrak Enterprise via TCP/IP only support ASCII formatted tickets. Fonts, logos or captured images are not supported.

- 1. Select **Indicators** from the Configuration page.
- 2. Select Scales adjacent to indicator that will be assigned to a scale.
- 3. Select **Printer** from the Scale line item.

OnTrak	=						Hello admin@localhost!	Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G 1	G Indicator Scales						
Home	+ Creat	e	Printer	Remote Addr :		License Plate	Ţ	
Administration	Name	Channel	Addr : Port	Port	Camera	Camera Id	V	
Configuration		1912				🕑 Edit	👕 Delete 🗧 Printer	
Data	1	10	0	0		0	ote Display \varTheta Cameras	🗅 LPR
Reports								
Contact	← Back	to List						

Figure 6-8. Indicator Scales Printer Button

- 4. The Edit Printer window opens.
- 5. Configure the following parameters:
 - IP Address: Enter the IP address assigned to the printer.
 - TCP Port: Enter the TCP Port assigned to the printer.
- 6. Select Save.

Edit Printer	×
IP Address	
Tcp Port	
0	4
	Cancel Save

Figure 6-9. Edit Printer Window



7. The printer's IP address and TCP port appears in the line item.

OnTrak *	≡ Hello admin@localhost! Log										
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G Indicator Scales										
Home	+ Creat	te									
Administration	Name	Channel	Printer Addr : Port	Remote Addr : Port	Camera	License Plate Camera Id					
Configuration						🕑 Edit	盲 Delete 🗧 Printer				
Data	1	10	10.2.5.9 : 7	0		0	ote Display 🕒 Cameras	🗅 LPR			
Reports	← Back	A. 11-4	-								
Contact About	- Back		I								

Figure 6-10. Indicator Scales Page with Printer Information

8. Select **Home** to return to the Home page.

6.1.4 Add Remote Display to Scale

If a remote display is available, add it to the desired indicator:

- 1. Select Indicators from the Configuration page.
- 2. Select **Scales** adjacent to indicator that will be assigned to a scale.
- 3. Select Remote Display from the Scale line item.

OnTrak	≡	Hello admin@localhost	Logout							
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	Ge Indicator Scales									
	+ Creat	e								
Home										
Administration	Name	Channel	Printer Addr : Port	Remote Addr : Port	Camera	License Plate Camera Id				
Configuration						🕑 Edit	🗊 Delete 🔒 Printer			
Data	1	10	10.2.5.9 : 7	0		0		LPR		
Reports										
Contact	← Back	to List					T			
About							I			

Figure 6-11. Indicator Scales Remote Display Button

NOTE: The Remote Display Kind parameter configures the remote display protocol. LaserLight3 supports LaserLight2 and

- 4. The Edit Remote Display window opens.
- 5. Configure the following parameters:
 - IP Address: Enter the IP address assigned to the remote display.
 - TCP Port: Enter the TCP Port assigned to the remote display.
 - · Remote Display Kind: Select the type of remote display from the drop-down menu.

- LaserLight3 protocols, while LaserLight2 supports LaserLight2 protocol.
 - 6. Select Save (see Figure 6-12 on page 73).

Edit Remote Display	×
Remote Display IP Address	
Remote Display Tcp Port	
0 Remote Display Kind	
LaserLight 2 v	
	Cancel Save

Figure 6-12. Edit Remote Display Window

7. The remote display IP address and TCP port appears in the line item.

OnTrak [*]	≡						Hello	admin@localhos	t! Logout	
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G	G Indicator Scales								
Home	+ Creat	te								
Administration	Name	Channel	Printer Addr : Port	Remote Addr : Port	Camera	License I Camera I				
Configuration Data	1	10	10.2.5.9 : 7	10.20.32.122 : 2		0	Edit Delete	 Printer Cameras 	LPR	
Reports	_	_		•						
Contact About	← Back	to List								

Figure 6-13. Indicator Scales Page with Remote Display Information

8. Select **Home** to return to the Home page.

6.2 Camera Configuration

6.2.1 Create Camera Connection

- 1. Select **Cameras** from the Configuration page.
- 2. Select the + Create button.

OnTrak	≡				Hello admin@localhost! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G Ca	ameras			
Home Administration	+ Create Search Tex	t			Q Search X Clear
Configuration	Name	Enabled	Camera Type	IP Address	Assigned to a Scale
Data	Previous	Next 0 Record	ls		
Reports		_			
Contact					
About					

Figure 6-14. Cameras Page + Create Button



- 3. The Create Camera page displays.
- 4. Configure the following parameters:
 - Name: Select the indicator type from the drop-down menu.
 - Enabled: Enable to activate camera with OnTrak Enterprise.
 - Camera Type: Select the type of camera from the drop-down menu.
 - IP Address: Enter the IP address assigned to the camera.
- 5. Select the **+ Create** button.

OnTrak	≡	Hello admin@localhost!	Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	Create Camera		
	Name 🔨		
Home			
Administration	C Enabled		
Configuration	Camera Type		
Data	Vivotek 7361		~
Reports	IP Address		
Contact			
About	+ Create ← Back to List		

Figure 6-15. Create Camera page

6. The Create Camera page displays with the new camera added.

OnTrak	≡					Hello admin@loca	alhost! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G Ca	amera	as				
Home Administration	+ Create Search Text					Q Sea	rch × Clear
Configuration	Name	Enabled	Camera Type	IP Address	Assigned to a Scale		
Data	IP Camera		Vivotek 7361	12.2.02.105		🚯 Details 🛛 🗹 Edit	👕 Delete
Reports Contact About	Previous	Next 1 Re	ecords				

Figure 6-16. Create Camera page

7. Select **Home** to return to the Home page.

6.2.2 Assign Camera to Scale

After a camera connection is created and a scale is associated with an indicator, the camera can be assigned to scale:

- 1. Select **Indicators** from the Configuration menu.
- 2. Select **Scales** button that will have a camera assigned to it.

OnTra k [*]				Hello admin@localhost! Logout						
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	Ge Indicators									
Home Administration	+ Create Search Text			Q Search X Clear						
Configuration	Indicator Type	IP Address	Tcp Port	▼						
Data	1280 Enterprise	1.1.1.1	1	Details C Edit Tolete Scales						
Reports Contact	920i	2.2.2.2	2	Details C Edit C Edit C Edit Scales						

Figure 6-17. Indicators Page Scales Button

- 3. Indicator Scales page displays.
- 4. Select the **Cameras** button for the scale an IP camera will be assigned to.

OnTrak "	Ξ						Hello admin@localhost!	Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G	Indica	ator So	cales				
Home Administration	+ Creat	Channel	Printer Addr : Port	Remote Addr :	C	License Plate		
Configuration	Name	Channel	Addr : Port	Port	Camera	Camera Id		
Data	1	10	10.2.5.9 : 7	10.20.32.122 : 2		0 Q Rem	Delete Printer ote Display Ocameras	a lpr
Reports								
Contact	← Back	to List						

Figure 6-18. Indicators Scales Page Cameras Button

- 5. Select desired camera from the Available Cameras drop-down menu and then Add.
- 6. Select Back to List.

OnTrak [®] ENTERPRISE TRICK SCALE DATA MANAGEMENT	≡			Hello admin@localhost!	Logout
	G Scale C	ameras			
Home	+ Create				
Administration	Camera Name	Camera Type	Camera IP Addr	ess	
Configuration	← Back to List	Available	IP Camera	 ✓ Add 	
Data		Cameras			
Reports				Τ	

Figure 6-19. Scales Cameras Page Available Cameras Drop-Down

7. The Indicator Scales page displays with the camera added (see Figure 6-20 on page 76).

OnTrak							Hello admin@localhos	t! Logout	
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	NTERPRISE G Indicator Scales								
Home	+ Creat	te							
Administration	Name	Channel	Printer Addr : Port	Remote Addr : Port	Camera	License Plate Camera Id			
Configuration Data	1	10	10.2.5.9 : 7	10.20.32.122 : 2	IP Camera	0 Q	it	LPR	
Reports Contact	← Back	to List	←						

Figure 6-20. Indicator Scales with Camera Information

8. Select **Home** to return to the Home page.

NOTE: Ensure to enable the image capture parameter (see Section 6.11 on page 87).

6.2.3 IP Camera Access List Filtering Settings

OnTrak Enterprise requires that the Access List Filter parameter in VIVOTEK® IP camera firmware is disabled.

NOTE: Figure 6-21 provides an example of the Access List Filter parameter disabled. Consult VIVOTEK documentation for more information.

	Home Client settings Configuration Language
	Security > Access list
System	Filter
Media	Enable access list filtering
Network	Filter type: Allow Deny IPv4 access list
Security	
User accounts HTTPS	•
Access list	Add Delete
IEEE 802.1x	
Miscellaneous	Administrator IP address
РТΖ	Always allow the IP address to access this device:
Event	Save
Applications	
Recording	
Local storage	
Version: 0113b	

Figure 6-21. Access List Filter Disabled



6.2.4 Test IP Camera

To verify the IP camera is operating correctly:

- 1. Select **Cameras** from the Configuration menu.
- 2. Select the **Details** option for IP camera.

OnTrak	=					Hello admin@localhost! Logout				
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G	Cameras								
Home Administration	+ Create Search T					Q Search X Clear				
Configuration	Name	Enabled	Camera Type	IP Address	Assigned to a Scale					
Data	Main		Vivotek 7361	1.1.1.1		🕄 Details 🛛 🖉 Edit 🗍 👕 Delete				
Reports Contact	2		Vivotek 7361	2.2.2.3		O Details 🗹 Edit 👕 Delete				

Figure 6-22. Cameras Page Details Button

3. Camera Details page opens. Select the test button.

OnTrak *	=		Hello admin@localhost!	Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	Came	a Details		
Home Administration Configuration Data	Name Enabled Camera Type IP Address Is Assigned to a Scale	1 Vivotek 7361 10.2.58.155 • •		
Reports Contact	Edit ← Back to I	ist		

Figure 6-23. Camera Details Test Button

- 4. A still image is created and opened in the internet browser.
- 5. Close the image in the internet browser and return the Camera Details page.
- 6. Select the **Back to List** button to return to the Camera page.
- 7. Select the **back arrow** to return to Configuration page.



6.3 Unit Configuration

- 1. Select **Units** to set up unit variables within the program.
- 2. Select the **Edit** button to edit the unit values.

OnTrak "	≡		Hello admin@localhost! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	🕒 Units		
Home	Scale operating units Alternate ticket units label	Pound	
Administration	Alternate ticket units multiplier	0.00	
Configuration	Alternate ticket units decimal point	88888.88	
Data			
Reports	C Edit		$oldsymbol{\mathcal{C}}$ Restart Indicators
Contact			
About			

Figure 6-24. Units Page Edit Button

- 3. Edit parameters as required:
 - Scale Operating Units: Select the unit of measure.
 - Alternate Ticket Unit Label: Configure the alternate label.
 - Alternate Tickets Units Multiplier: Configure with the appropriate conversion value from pounds to the desired unit. Converts from configured units to a different unit of measure (typically from pounds to short tons).
- 4. Select Save.

OnTrak *	=	Hello admin@localhost! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G Edit Units	
Home	Scale operating units Pound	 Changing this value will require restarting the indicators after saving.
Administration	Pound	 Changing this value will require restarting the indicators after saving.
Configuration	Alternate ticket units label	
Data		
Reports	Alternate ticket units multiplier	
Contact	0.00	
About	Alternate ticket units decimal point	
	88888.88	~
- () - ()		
	Save	

Figure 6-25. Edits Units Page

- 5. The Units page displays.
- 6. Select **Home** to return to the Home page.

6.4 Tare Configuration

- 1. Select **Tare** to set up tare variables within the program.
- 2. Select the **Edit** button to edit the unit values.

OnTrak			Hello admin@localhost!	Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G Tare			
Home Administration Configuration	Default number of days in which a stored tare expires Enable tare tolerance checking Stored tare tolerance (%)	30 2.00		
Data Reports	C Edit			

Figure 6-26. Tare Page

- 3. Edit parameters as required:
 - Default Days: Enter the default number of days until the stored tare expires.
 - Enable Tare Tolerance Checking: Enable to activate tare tolerance checking.
 - Store Tare Tolerance: Enter the stored tare tolerance percentage
- 4. Select Save.

OnTrak *	E	Hello admin@localhost!	Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	🕒 Edit Tare		
Home	Default number of days in which a stored tare expires		
Administration	30		
Configuration	Enable tare tolerance checking		
Data	Stored tare tolerance (%)		
Reports	2.00		
Contact	B Save		
About			

Figure 6-27. Edit Tare Page

- 5. The Tare page displays.
- 6. Select **Home** to return to the Home page.

6.5 Scale/Kiosk Configuration

NOTE: Additional setup is required for Kiosk configuration. For more information, see 218855 OnTrak Kiosk Software User Guide

- 1. Select Scale/Kiosk to set up threshold values within the program.
- 2. Select the Edit button to edit the scale/kiosk values.

OnTrak	Ξ.	Hello admin@localhost! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G Scale/Kiosk	C Edit.
Home Administration	Scale reset weight threshold (pounds) that allows operator to process a new transaction on a scale. This does not apply to kiosks.	300.00
Configuration Data Reports	Allow kiosks to process closed jobs.	۵
Contact About	C Edit	

Figure 6-28. Scale/Kiosk Page

- 3. Edit parameters as required:
 - Scale Reset Weight: Enter the threshold in pounds that allows the operator to process a new transaction on a scale.
 - Allow kiosks to process closed jobs: Enables or disables a kiosks functionality to process closed jobs.
- 4. Select Save.

OnTrak	≡ Hello admin@localhost! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G Edit Scale/Kiosk
Home	Scale reset weight threshold (pounds) that allows operator to process a new transaction on a scale. This does not apply to kiosks.
Administration	300.00
Configuration	
Data	Allow kiosks to process closed jobs.
Reports	
Contact	B Save
About	
8	

Figure 6-29. Edit Scale/Kiosk Page

- 5. The Scale/Kiosk page displays.
- 6. Select **Home** to return to the Home page.



6.6 Mode/Sources Configuration

- 1. Select Mode/Sources to set up threshold values within the program.
- 2. Select the Edit button to edit the Edit Transaction Mode/Sources values.

OnTrak	=	Hello admin@localhost! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G Transaction Mode/Sou	irces
Home Administration Configuration	Select the default transaction mode Select to calculate charges based on shipping (else receiving)	Shipping
Data Reports	Source account for receiving transactions Source account for shipping transactions	Vendors Customers
Contact About	C Edit	

Figure 6-30. Transaction Mode/Sources

- 3. Edit parameters as required:
 - Default Transaction Mode: Select the default transaction mode from the drop-down menu.
 - Calculate Charges: Enable enable to activate calculated charges.
 - Receiving Source Account: Select the source account for receiving transactions.
 - · Shipping Source Account: Select the source account for shipping transactions.
- 4. Make the desired changes and select the Save button to commit the changes, and return to the Mode/Sources list.
- 5. Select the **back arrow** to return to the main menu.
- 6. Select Save.

OnTrak	=	Hello admin@localhost!	Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G Edit Transaction Mode/Sources		
Home	Select the default transaction mode		
Administration	Shipping		~
Configuration	Select to calculate charges based on shipping (else receiving)		
Data			
Reports	Source account for receiving transactions		
Contact	Vendors		~
About	Source account for shipping transactions		
	Customers		~
© 2020-2022 Rice Lake Weighing Systems			
	B Save		

Figure 6-31. Edit Transaction Mode/Sources page

- 7. The Transaction Mode/Sources page displays.
- 8. Select **Home** to return to the Home page.

6.7 Weigh Screen Configuration

- 1. Select Weigh Screen to configure the operational parameters.
- 2. Select the **Edit** button to edit the Weigh Screen parameters.

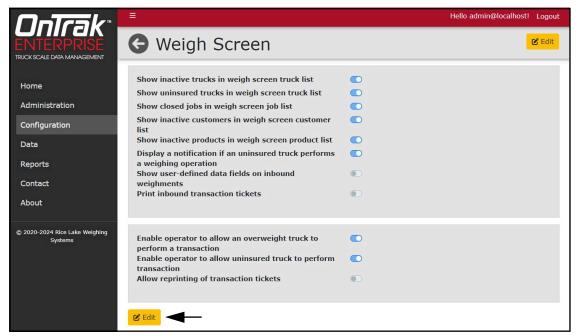


Figure 6-32. Weigh Screen Page

- 3. Configure parameters that should be displayed on the weigh screen.
- 4. Select Save.

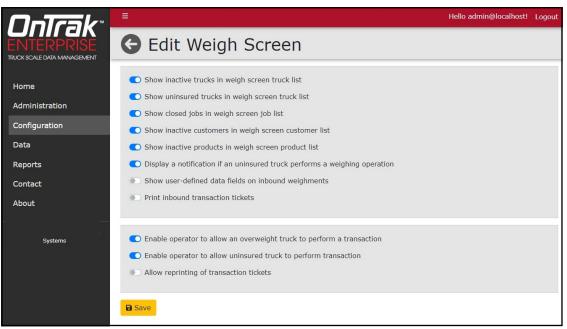


Figure 6-33. Edit Weigh Screen Page

- 5. The Weigh Screen page displays.
- 6. Select **Home** to return to the Home page.

6.8 User Fields Configuration

User fields provide a three custom text fields that may be used during processing (see Section 9.0 on page 117). Perform the following to configure user fields.

- 1. Select **User Fields** from the Configuration page.
- 1. Select Edit.

OnTrak	≡	Hello admin@localhost! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G User Fields	🗹 Edit
Home Administration	User defined field 1 label User defined field 2 label User defined field 3 label	
Configuration		
Data	C Edit	
Reports		

Figure 6-34. User Fields Page

- 2. The Edit User Fields page displays.
- 3. Edit text in each user field as desired.

OnTrak	≡ Hello admin	@localhost!	Logout
ENTERPRISE	G Edit User Fields		
TRUCK SCALE DATA MANAGEMENT			_
Home	User defined field 1 label		
Administration			
Configuration	User defined field 2 label		
Data			
Reports	User defined field 3 label		
Contact			
About	B Save		

- Figure 6-35. Edit User Fields Page
- 4. Select **Save**. The User Fields page displays with the defined user information.

OnTrak			Hello admin@localhost!	Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G User Fields			
Home Administration Configuration	User defined field 1 label User defined field 2 label User defined field 3 label	Example Example Example		
Data Reports Contact	C Edit			

Figure 6-36. User Fields Page with Information

5. Select **Home** to return to the Home page.



6.9 Ticket Configuration

Ticket print parameters are shown for Inbound shipping tickets, Inbound receiving tickets, Outbound shipping tickets and Outbound receiving tickets. For information about ticket tokens, see Section 11.1 on page 141.

- 1. Select **Tickets** from the Configuration page.
- 2. Select **Edit** to change ticket formats.

G Ticket Configuration		
Ticket Logo/Header	No Logo Uploaded	
Gross Only Ticket Format	GROSS <tr1> <tdl></tdl></tr1>	
E dit		

Figure 6-37. Ticket Configuration Page

- 3. Configure Logo/Header Image parameters if a logo is required.
 - Choose file: Select the desired *.jpg image to use as a logo/header image.
 - **Upload**: Select to upload the image to OnTrak Enterprise.

NOTE: OnTrak Enterprise stores the uploaded image in the following folder: C:\ProgramData\Rice Lake Weighing Systems\OnTrakEnterprise\ticketlogo

When an image is uploaded, the existing image is deleted from the ticketlogo folder.

ket Logo/Header Image	
Logo Uploaded	
load a new Ticket Logo/Header file (JPG)	
hoose File No file chosen	

Figure 6-38. Logo/Header Image Parameters

- 4. Configure initial parameters to determine ticket email preferences.
 - Automatic Ticket Download: Enable to automatically downloaded tickets in the browser that performed the inbound or outbound operation.
 - Ticket Email Subject: Enter the subject name in sent email.
 - Ticket Email Body: Enter the body text of the email body.
 - Enable Ticket Logo/Header Scaling: Enables logo scaling. If enabled, the logo/header image's height and width adjusts to the largest possible size in proportion to the ticket size. If disabled, the image renders in the original size.

C Automatic Ticket Download
Ticket Email Subject
Scale Ticket
Ticket Email Body
OnTrak Enterprise generated scale ticket is attached.
Enable Ticket Logo/Header Scaling

Figure 6-39. Edit Ticket Configuration Page Initial Parameters



5. Perform the following:

Select Load Default button to load initial parameters. A pop-up requests to load the default format. Select Yes to continue.



Figure 6-40. Load Default Pop-Up

- For ticket formats, select print parameters/drop-down menus as required.
- If using a logo/header image, select Logo. <LOGO> is added to the ticket format.

NOTE: The logo appears at the top of the ticket regardless of token location.

• If cameras are enabled, select Captured Images. <CAPIMAGES> is added to the ticket format.

NOTE: The Captured Images token includes images from standard and license plate reader cameras (where applicable). Camera images appear at the bottom of the ticket regardless of token location. Images are organized based on timestamps where inbound images precede outbound images.

Inbound Shipping Ticket Format	A REAL PROPERTY OF A CONTRACT OF	
Gröss 🔸 Tare 🔸 Net 🔸 Alt Net 🔸 Date/Time 🔸 Transaction 🔸 Customer 🔸 Vendor 🔸	Outbound Receiving Ticket Format	
Product Job Truck User Fields ASCII Fcnt Logo Captured Images	Gross • Tare • Net • Alt Net • Date/Time • Transaction • Customer • Vendor •	
	Product - Job - Truck - User Fields - ASCII Font Logo Captured Images	
TD <td></td> <td>Product • Job • Inuck • User Fields • ASCII Font Logo Captured Images</td>		Product • Job • Inuck • User Fields • ASCII Font Logo Captured Images
GR055 <tr1></tr1>	ID (ID)	
	GROSS <tr1> TARE <tr2></tr2></tr1>	
<tdl></tdl>	NET <tr3></tr3>	
Load Default	30B <3B>	
	CUST <cu></cu>	
	PROD <pr></pr>	
Inbound Receiving Ticket Format	PRICE(NP)	
Gross • Tare • Net • Alt Net • Date/Time • Transaction • Customer • Vendor •	<tdl></tdl>	
Gross I are I wet I are Date/Time I ransaction Costomer Vendor V	4	
Product • Job • Truck • User Fields • ASCII Font Logo Captured Images	Load Default	
AUX		
GR055 <tr1></tr1>		
	Gross Only Ticket Format	
<tdl></tdl>	Gross * Date/Time * ASCII Font Logo	
· · · · · · · · · · · · · · · · · · ·	Gross Date/Time ASCII Font Eugo	
Load Default	GROSS <tr1></tr1>	
	<tdl></tdl>	
Outbound Shipping Ticket Format		
Gross • Tare • Net • Alt Net • Date/Time • Transaction • Customer • Vendor •		
Product Job Truck User Fields ASCII Font Logo Captured Images		
ID (ID)		
GROSS (TR1)		
TARE <tr2></tr2>		
NET <tr3></tr3>		
	Load Default	
305 <38>		
CUST «CU» PROD «PR»		
PROD (PR) PRICE(NP)	B Save	
(TDL)		
Load Default		

Figure 6-41. Edit Ticket Configuration Page Format Parameters

- 6. Select **Save** to save all ticket configuration formats.
- 7. Select **Home** to return to the Home page.



6.10 Data Export Templates Configuration

Data Export Templates are used with the Outbound Weighment page to convert transactions into a readable file. Ticket tokens are used for template configuration, for more information see Section 11.1 on page 141. Perform the following to configure Data Export Templates.

1. Select + Create to create a data export template.

OnTrak	E		Hello admir	i@localhost! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G Da	ta Export Templates		
Home Administration	+ Create	←		Q Search X Clear
Configuration	Name	File Type		
Data	Default	Comma Separated Value (CSV)	🕑 Edit 盲 Delete	

Figure 6-42. Data Export Templates Page + Create button

- 2. Configure parameters as desired:
 - Template Name: Enter the desired name for the Data Export Template.
 - File Type: Select the required format Comma Separated Value (CSV), Tab Delimited Text (TXT) or JavaScript Object Notation (JSON).
 - Select Load Default button to load initial parameters.

OnTrak	≡ Hello admin@localhost! Logo	ut
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G Create Data Export Template	
Home	Template Name 🔍	
Administration		
Configuration	File Type 🔮	
Data	Comma Separated Value (CSV)	
Reports	Data Template	
Contact	Gross • Tare • Net • Alt Net • Date/Time • Transaction • Customer • Vendor • Product •	
About	Job - Truck - User Fields -	
	Load Default	
	+ Create + Create	

Figure 6-43. Create Data Export Template Page

• A pop-up requests to load the default format. Select Yes to continue.

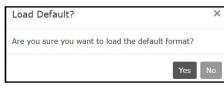


Figure 6-44. Load Default Pop-Up

- 3. Edit Data Template parameters as required.
- 4. Select Save.
- 5. Select **Home** to return to the Home page.



6.11 Image Capture Configuration

Image capture for inbound transactions is turned off by default. Perform the following to turn on image capture.

- 1. Select **Image Capture** from the Configuration page.
- 2. Select Edit.

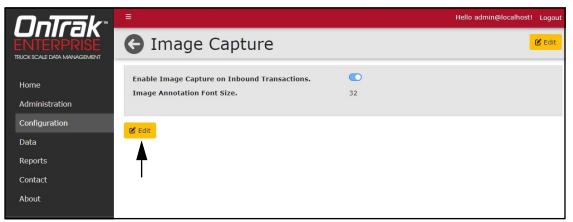


Figure 6-45. Image Capture Page Edit Button

- 3. Enable the toggle to turn on image capturing for inbound transactions.
- 4. If desired, change the Image Annotation Font Size parameter (32 is the default font size).
- 5. Select Save.

OnTra k*	Ē	Hello admin@localhost!	Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	Generation Edit Image Capture		
Home	Enable Image Capture on Inbound Transactions. Enable Toggle		
Administration	Image Annotation Font Size.		
Configuration			
Data	B Save Change Font Size		
Reports			
Contact	Т		
About	Save		

Figure 6-46. Edit Image Capture Page

- 6. The Image Capture page displays.
- 7. Select **Home** to return to the Home page.

6.12 Dashboard Configuration

The dashboard screen element may be enabled (default) or disabled (see Section 3.6.1.2 on page 25). Perform the following to configure the dashboard element on the Home page.

- 1. Select Home Screen from the Configuration page.
- 2. Select Edit.

OnTrak	=	Hello admin@localhost! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	Ge Home Screen	ピ Edit
Home	Display the recent weighment data dashboard	
Administration Configuration	🖉 Edit	
Data	A	
Reports	I	
Contact		

Figure 6-47. Edit Home Screen Edit Button

- 3. Select the toggle to enable or disable the dashboard.
- 4. Select Save.

OnTra k [*]	≡	Hello admin@localhost!	Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G Edit Home Screen		
Home	Display the recent weighment data dashboard		
Administration	Select Toggle		
Configuration			
Data	T		
Reports	Save		

Figure 6-48. Edit Home Screen Page

- 5. Select **Home** to return to the Home page.
- 6. The Home page displays with the updated dashboard configuration.

6.13 Feature Options (Vendor Discount Functions)

Feature Options contains two parameters that enables or disables the following functions:

- Show Vendor Discounts: Enables/disables Vendors Product Discounts button and page. Also enables/disables base Discounts field from when a vendor is created, edited, or has its details viewed (see Section 7.4 on page 95)
- · Show Vendor Charges: Enables/disables Vendors Product Charges button and page

Perform the following to configure the Show Vendor Discounts or Show Vendor Changes functions.

- 1. Select Feature Options from the Configuration page.
- 2. Select Edit.

OnTrak	=	Hello admin@localhost! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	Generature Options	ピ Edit
Home Administration	Show Vendor Discounts Show Vendor Charges	
Configuration Data Reports Contact	C Edit	

Figure 6-49. Feature Options Page Edit Button

- 3. Select the toggles to enable or disable the Discounts or Charges functions on the Vendor page.
- 4. Select Save.

OnTrak	≡	Hello admin@localhost!	Logout
ONTRAK " ENTERPRISE ITUCK SCALE DATA MANAGEMENT	Generature Options		
Home	C Show Vendor Discounts		
Administration			
Configuration	Show Vendor Charges		
Data	B Save	Enable/Disable Desired	ł
Reports		Function	-
Contact	A		
About			
	Save		

Figure 6-50. Edit Feature Options Page

- 5. Select **Home** to return to the Home page.
- 6. Depending on configuration, the Discounts function displays or hides on the Vendors page.



6.14 Restart All Indicator Connections

1. Select Indicators or Units in the Configuration menu.

OnTra k [*]	≡			Hello admin@localhost! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	🕒 Indica	ators		
Home Administration	+ Create Search Text			Q Search X Clear
Configuration	Indicator Type	IP Address	Tcp Port	
Data	1280 Enterprise	1.1.1.1	1	Details C Edit Edit Delete Scales
Reports Contact	9201	2.2.2.2	2	🔁 Details 🗹 Edit 👕 Delete 🗢 Scales
About	1280 Enterprise	3.3.3.3	3	Details C Edit Edit Delete Scales
	820i	4.4.4.4	4	 Details Edit Delete Scales
	Previous Next 4	1 Records		C Restart Indicators

Figure 6-51. Indicators Page Restart Indicators Button

- 2. Select Restart Indicators.
- 3. The Restart Indicators page displays.
- 4. Select Restart to continue.

NOTE: When restarting indicators, weighing operations are inhibited for a short period of time.

OnTrak	≡ Hello admin@localhost! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	Genestart Indicators
Home	Are you sure you want to restart all of the indicators in the system? This will inhibit weighing operations for a short amount of time.
Administration	
Configuration	
Data	▲
Reports	
Contact	
About	

Figure 6-52. Restart Indicators Page



7.0 Data

The Data menu provides access to various categories related to customers, vendors, trucks, pricing and transactions. Each data category when accessed, opens a details type view for setting up data. Pages provide an edit button at the bottom of each details page or with each line item.



Figure 7-1. Data Page

This section discusses the following topics:

- Create the following database items:
 - Create Charges (see Section 7.1 on page 92)
 - Create Discounts (see Section 7.2 on page 93)
 - Create Products (see Section 7.3 on page 94)
 - Create Vendors (see Section 7.4 on page 95)
 - Create Vendor Product Costs (see Section 7.5 on page 97)
 - Create Customers (see Section 7.7 on page 99)
 - Create Jobs (see Section 7.8 on page 101)
 - Create Haulers (see Section 7.9 on page 102)
 - Create Trucks (see Section 7.10 on page 103)
- Assign items to various Data pages:
 - Assign Charges to Vendors, Customers, Jobs, Products or Haulers (see Section 7.11.1 on page 105)
 - Assign Product Discounts to Customers (see Section 7.11.2 on page 106)
 - Assign Prices to Jobs (see Section 7.11.3 on page 107)
 - Assign Trucks to Haulers (see Section 7.11.4 on page 108)
- Transactions:
 - View Inbound Transactions (see Section 7.12 on page 109)
 - View Outbound Transactions (see Section 7.13 on page 109)
 - Void Outbound Transactions (see Section 7.14.1 on page 110)
 - Unvoid Outbound Transactions (see Section 7.14.2 on page 111)
 - Get Ticket for Outbound Transaction (see Section 7.14.3 on page 112)
 - Export Outbound Transaction Ticket (see Section 7.14.4 on page 113)

NOTE: Some functions in OnTrak Enterprise operate in common a process among Configuration and Data pages. These functions include viewing details, editing data items and deleting data items. For information about these common functions, see Section 8.0 on page 114.



7.1 Create Charges

Charges are costs that may be applied to products, vendors, customers, jobs and haulers.

- 1. Select **Charges** from the Data menu.
- 2. Select the + Create button to set up a new charge.

OnTrak *				Hello admin@localhost! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G Char	ges		
Home Administration	+ Create	-		Q Search × Clear
Configuration	Charge Name	Charge Type	Charge Rate	
Data	Flat Rate 40	Taxable Fixed	40.00	🗹 Edit 🥤 Delete

Figure 7-2. Charges Page with + Create Button Identified

- 3. Configure the following parameters:
 - Charge Name: Configure the name of the charge.
 - Charge Type: Select taxable/non-taxable choices from the drop-down menu.
 - Charge Rate: Configure percentage rate for the charge.
- 4. Select + Create to create the charge.

OnTrak	≡ Hello admin@localhost!	Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	Create Charge	
	Charge Name 🔮	
Home		
Administration	Charge Type	
Configuration	Taxable Weight Based	~
Data	Charge Rate 🔮	
Reports	0.00	
Contact	+ Create + Back to List	
About		

Figure 7-3. Create Charge Page

- 5. The Charges page displays with the new charge added.
- 6. Select **Home** to return to the Home page.

7.2 Create Discounts

Discounts are cost savings that may be applied to customers.

- 1. Select **Discounts** from the Data menu.
- 2. Select the + Create button to set up a new discount.

OnTrak	Ξ		Hello admin@localhost! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G Disco	ounts	
Home	+ Create	_	Q Search × Clear
Administration Configuration	Name	Rate	
Data	Level 1	1.00	C Edit Delete

Figure 7-4. Discounts Page with + Create Button Identified

- 3. Configure the following parameters:
 - Discount Name: Enter the name of the discount.
 - · Discount Rate: Enter the percentage rate for the discount.
- 4. The Discounts page displays with the new discount added.

OnTra k [*]	≡ Hello admin@loca	lhost! Logou
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	Create Discount	
	Name 🔮	
Home		
Administration	Rate 🛛	
Configuration	0.00	
Data	+ Create \leftarrow Back to List	
Reports		

Figure 7-5. Create Discount Page

- 5. The Discounts page displays with the new discount added.
- 6. Select Home to return to the Home page.



7.3 Create Products

NOTE: After a product is created, charges may be assigned to it (see Section 7.11 on page 105).

- 1. Select Products from the Data menu.
- 2. Select the + Create button to set up a new product.

OnTrak	Ē		Hello jsmith@email.com! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	Products		
Home Data	+ Create Search Text		Q Search × Clear
Reports	Name	Product Id Description	
Contact	🚖 Copper	COP1	 Details Edit Delete Charges
About	🚖 USGA Golf Sand	SS1	Details Edit Delete O Charges

Figure 7-6. Products Page with + Create Button Identified

- 3. Configure the following parameters:
 - Product Name: Enter the name of the product.
 - Product ID: Enter the user provided product ID.
 - **Description:** Enter the product description.
 - Favorite: Enable to set as a favorite.
 - Inactive: Enable to set as inactive.
 - Price: Enter the product price per unit of measure.
 - · Unit of Measure: Select the unit of measure using from the drop-down menu.
 - Minimum Charge: Enter the product minimum price.
 - **Inventory:** Enter the current product inventory.
- 4. Select + Create to create that product.

Price (per unit of measure)
0.00
Unit of Measure
Pound
Minimum Charge 🔍
0.00
Inventory •
0.00
Notes 🔍
+ Create 6 Back to List

Figure 7-7. Create Products Page

- 5. The Products page displays with the new product added.
- 6. Select **Home** to return to the Home page.

7.4 Create Vendors

NOTE: After a vendor is created, charges (see Section 7.11 on page 105) and costs (see Section 7.5 on page 97) may be assigned to it.

- 1. Select **Vendors** from the Data menu.
- 2. Select the + Create button to set up vendors.

OnTrak	≡					()	ello admin@local	host! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G Vendors							
Home Administration	+ Create Search Text						Q Sear	ch × Clear
Configuration	Name	Vendor Id						
Data	★ Argyle Vault & Precast Company	ARG15	🕚 Details 🛛 🕑	Edit 👕 Delete	Charges	Discounts	🕤 Costs 🛛 🕤 I	ees
Reports Contact	★ Central Ready Mixed	CEN67	🛈 Details 🛛 🗹	Edit 🗍 Delete	Charges	Discounts	🛛 Costs 🛛 🕤 i	ees
About	🚖 Lone Star Industries	LS34	🕚 Details 🛛 🕑	Edit 👕 Delete		Discounts	\varTheta Costs 🛛 🕤 I	ees
	🚖 Cedar Lake Sand & Gravel Co Inc.	CLS99	🕚 Details 🛛 🕑	Edit 🗍 Delete	Charges	Discounts	🕤 Costs 🛛 🔿 i	ees
	★ Footbille Rock & Lime Corp.	FOOT5	🕄 Details 🛛 🕑	Edit 👕 Delete		Discounts	\varTheta Costs 🛛 🔿 F	ees
	🗙 Con Agra Oat Processing	CON8	C Details	Edit 🗍 Delete	Charges	⊖ Discounts	🗢 Costs 🛛 🔿 I	ees
	📥 Adama County Higkway Decedment	10001	O Datalla 6	Edite 🛱 Dalata	O Charges	● Dissounts	O Costa L O I	

Figure 7-8. Vendor Page with + Create button Identified

- 3. Configure the following parameters:
 - Vendor ID: Enter the user provided vendor ID.
 - Name: Enter the vendor name.
 - Favorite: Enable to set as a favorite.
 - Inactive: Enable to set as inactive.
 - · Bill to Address: Enter the vendor's billing address.
 - Ship to Address: Enter the vendor's shipping address.
 - · Contact Name: Enter the vendor contact name.
 - · Phone/Fax/Email Address: Enter the phone, fax and email addresses.
 - Base Discount: Select the base discount that has been previously set.
- NOTE: Base Discounts is hidden if the Show Vendor Discounts parameter is disabled (see Section 6.13 on page 89).
 - · Notes: Add additional information if desired.
 - Inbound Ticket: Select Inbound ticket types using drop-down menus to set ticket format or leave blank to use global ticket formats.
 - **Outbound Ticket:** Select Outband ticket types using drop-down menus to set ticket format or leave blank to use global ticket formats.
 - 4. Select + Create to create that vendor. Recorded vendors are then shown.
 - 5. Select **Home** to return to the Home page.



Create Vendor	Notes •
Vendor Id 🖲	
Name 🔍	Inbound Ticket 🔍
Favorite Favorite Favorite Favorite	Gross Tare Net Alt Net Date/Time Transaction Customer Vendor Product Job Truck User Fields ASCII Font
Bill To Address Edit	
Ship To Address Edit	
Contact Name	Load Default Leave blank to use the global ticket formats.
Phone •	Outbound Ticket Gross Tare Net Alt Net Date/Time Transaction Customer Vendor Product Job Truck User Fields ASCII Font
Fax •	
Email Address 🔍	
Base Discount	
select discount	Load Default Leave blank to use the global ticket formats.
	+ Create 🗧 🗧 Back to List

Figure 7-9. Create Vendor Page



7.5 Create Product Vendor Costs

Vendor costs defines the cost of incoming materials from a specific vendor.

NOTE: The Costs function replaces the Discounts function for vendors.

- 1. Select Vendors from the Data menu.
- 2. Select the **Costs** associated with the required vendor.

OnTrak	=						ł	tello admin@	localhost!	Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G Vendors									
Home Administration	+ Create Search Text							٩	Search ×	Clear
Configuration	Name	Vendor Id						V		
Data	🖈 Argyle Vault & Precast Company	ARG15	I Details	🕑 Edit	👕 Delete	⊖ Charges	Discounts	→ Costs	→ Fees	
Reports Contact	🚖 Central Ready Mixed	CEN67	C Details	ピ Edit	👕 Delete	Charges	➔ Discounts	Oosts	→ Fees	

Figure 7-10. Costs Button in Vendors Page

- 3. The Vendor Product Costs Page displays.
- 4. Configure the following parameters:
 - · Products: Select the type of product associated with the cost.
 - Unit Price: Enter the unit price of the product.
 - Unit of Measure: Select the unit of measure (Pound, Kilogram, Short Ton, Metric Ton and Each).

NOTE: The Each Unit of Measure applies a fixed cost to the complete weight.

5. Select Add.

OnTrak	≡			Hello admin@localhost!	Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G Vendor P	Product Costs			
Home	Product	Unit Price			
Administration	Products	Aluminum Cans	~		
Configuration	Unit Price	0.00			
Data	Unit of Measure	Pound	~		
Reports Contact	Add				

Figure 7-11. Vendor Product Costs Page

6. The cost is added to the Vendor Product Costs page.

OnTrak *	=			Hello admin@localhost!	Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G Vendor	Product Costs			
Home	Product	Unit Price			
Administration	Stainless Steel	\$0.65 per Pound	👕 Delete		
Configuration	Products	Aluminum Cans	~		

Figure 7-12. Product Cost Added to Vendor

7. Select **Home** to return to the Home page.

7.6 Create Product Vendor Fees

Fees are surcharges applied to products for a range of reasons that include but are not limited to delivery or handling. For example, fuel or hazardous material handling.

Vendor costs defines the cost of incoming materials from a specific vendor.

- 1. Select Vendors from the Data menu.
- 2. Select the **Fees** associated with the required vendor.

OnTra k [®]	E	Hello admin@localho	st! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G Vendors		
Home Administration	+ Create Search Text	Q Search	X Clear
Configuration	Name	Vendor Id	/
Data	🛊 Argyle Vault & Precast Company	ARG15 O Details C Edit Delete O Charges O Discounts O Costs O Fee	es
Reports Contact	🚖 Central Ready Mixed	CEN67 O Details & Edit Tolete O Charges Discounts O Costs Fee	es
About	🛧 Lone Star Industries	LS34 O Details C Edit Delete O Charges Discounts O Costs Fee	es
	🚖 Cedar Lake Sand & Gravel Co Inc.	CLS99 O Details C Edit Delete O Charges Discounts O Costs Fee	es
	★ Footbille Rock & Lime Corp.	FOOTS O Details C Edit Delete Charges Discounts C Costs Fe	es

Figure 7-13. Costs Button in Vendors Page

- 3. The Vendor Product Fees Page displays.
- 4. Configure the following parameters:
 - · Products: Select the type of product associated with the cost.
 - Unit Price: Enter the unit price of the product.
 - Unit of Measure: Select the unit of measure (Pound, Kilogram, Short Ton, Metric Ton and Each).

NOTE: The Each Unit of Measure applies a fixed cost to the complete weight.

- Description: (Optional) If desired, enter a description of the fee.
- Include Fee in Total Price: (Optional) Enable/Disable toggle to include the fee in the total price.
- 5. Select Add.

OnTrak			Hello admin@lo	ocalhost! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G Vendo	or Product Fee	s (Lone Star Indust	tries)
Home	Product	Fee Description	Include In Total Price	
Administration	Products	Pea Gravel	~	
Configuration	Unit Price	0.20		
Data	Unit of Measure	Pound		
Reports		Pound		
Contact	Description			
About		Include Fee in Total Price		
	Add	-		
	\leftarrow Back to List			

Figure 7-14. Vendor Product Costs Page



6. The fee is added to the Vendor Product Fees page.

OnTra k [®]				Hello a	dmin@localhost! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G Ven	dor Produ	ıct Fees (Lone Star Ind	dustries)
Home	Product	Fee	Description	Include In Total Price	
Administration	Pea Gravel	\$0.20 per Pound	←		Telete
Configuration	Products	Aluminum	Canc	,	
Data	Floducts	Aluminum	Cans		
Reports	Unit Price	0.00			
Contact	Unit of Measure	Pound		~	
About	Description				
		Include	Fee in Total Price		
	Add				

Figure 7-15. Product Cost Added to Vendor

7. Select **Home** to return to the Home page.

7.7 Create Customers

NOTE: After a customer is created, charges and discounts may be assigned to it (see Section 7.11 on page 105).

- 1. Select Customers from the Data menu.
- 2. Select the + Create button to set up new customers.

OnTrak *			Hello jsmith@email.com! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G Customers		
Home Data	+ Create Search Text		Q Search × Clear
Reports	Name	Customer Id	
Contact	★ Argyle Vault & Precast Company	ARG15	Details Charges Product Discounts
About	★ Central Ready Mixed	CEN67	Details Edit Delete Charges Product Discounts
	★ Lone Star Industries	LS34	 ● Details ✓ Edit ✓ Delete ◆ Charges ◆ Product Discounts
	🛧 Cedar Lake Sand & Gravel Co Inc.	CLS99	 O Details ✓ Edit ✓ Delete ◆ Charges ◆ Product Discounts
	★ Footbille Rock & Lime Corp.	FOOT5	 ● Details ✓ Edit ✓ Delete ◆ Charges ◆ Product Discounts
	★ Con Agra Oat Processing	CON8	 O Details ☑ Edit ☐ Delete ○ Charges ○ Product Discounts

Figure 7-16. Customers Page with + Create Button Identified

- 3. Configure the following parameters:
 - · Customer ID: Enter the user provided customer ID.
 - Name: Enter the customer name.
 - Favorite: Enable to mark customer as a favorite.
 - Inactive: Enable to mark customer as inactive.
 - Bill to Address: By selecting Edit, the billing address can be changed.
 - Ship to Address: By selecting Edit, the shipping address can be changed.
 - Contact Name: Enter the vendor contact name.
 - Phone/Fax/Email Address: Enter the phone, fax and email addresses.
 - Base Discount: Select the base discount that has been previously set.
 - Inbound/Outbound Ticket: Select Inbound ticket types using drop-down menus within the tabs to set global ticket formats.
- 4. Select + Create to create that customer. Recorded customers are then shown.
- 5. Select **Home** to return to the Home page.



Figure 7-17. Create Customer Page



7.8 Create Jobs

NOTE: After a Job is created, pricing and charges may be assigned to it (see Section 7.11 on page 105).

- 1. Select **Jobs** from the Data menu.
- 2. Select the + Create button to set up new jobs.

OnTrak	.≡	Hello jsmith@email.com! Logo	out
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G Jobs		
Home	+ Create	Q Search × Clea	
Data	Search Text	Q Search × Clea	
Reports	Name	Job Id	
Contact	\star 1000 Con Agra Oak - Wheat	JOB01 ① Details ② Edit 📑 Delete 🛇 Pricing 🗢 Charges	
Contact	🚖 1000 Con Agra Oak - Wheat	JOB01 ① Details ② Edit Delete Pricing Charges	

Figure 7-18. Jobs with + Create Button Identified

- 3. Configure the following parameters:
 - Name: Enter the job name.
 - Job ID: Enter the user provided job ID.
 - · Customer: If desired, select an existing customer to assign this job to.
 - Favorite: Enable to indicate this job as a favorite.
 - Closed: Enable to indicate this job as closed.
 - · Delivery Address: Select the Edit button to edit the delivery address.
 - Notes: Enter job notes.
- 4. Select + Create to create that job. Recorded jobs are then shown.
- 5. Select **Home** to return to the Home page.

OnTrak	≡ Hello admin@l	ocalhost! I	Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G Create Job		
Home Administration	Name 🔮		
Configuration	Job Id 🛛		
Data			
Reports	Customer		
Contact		Set Cle	ar
About	Closed 0		
7			
	Delivery Address Edit		
	Notes 🔮		
			li
	+ Create		

Figure 7-19. Create Job Page



7.9 Create Haulers

NOTE: After a Hauler is created, charges and trucks may be assigned to it (see Section 7.11 on page 105).

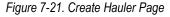
- 1. Select Haulers from the Data menu.
- 2. Select the + Create button to set up a new hauler.

OnTrak *	=	Hello jsmith@email.com! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G Haulers	
Home Data	+ Create Search Text	Q Search X Clear
Reports	Name	
Contact	M & L Trucking O Details C Edit Delete O Charges	Trucks

Figure 7-20. Haulers Page with + Create Button Identified

- 3. Configure the following parameters:
 - **Name:** Enter the hauler name.
 - · Address: Select Edit to enter all address parameters.
 - Contact Name: Enter the hauler contact name.
 - Phone/Fax Number: Enter the hauler phone number and fax number.
 - Email Address: Enter the hauler email address.
- 4. Select + Create to create that hauler. Recorded haulers are then shown.
- 5. Select **Home** to return to the Home page.

OnTrak	=	Hello admin@localhost!	Logout
CONTRAK ENTERPRISE TRUCK SCALE DATA MANAGEMENT	Create Hauler		
Home Administration Configuration	Name 🔮		
Data	Address Edit		
Reports Contact About	Contact Name 🕶		
	Phone Number 🛛		
	Fax Number 🔍		
	Email Address 🔍		
	+ Create		





7.10 Create Trucks

- 1. Select **Trucks** from the Data menu.
- 2. Select the + Create button to set up a new truck.

OnTra k*	Ξ		Hello jsmith@email.com! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G Trucks		
Home	+ Create		Q Search × Clear
Data	Search leac		Gearch A Creat
Reports	Name	Truck Id	
Contact About	★ M & L Truck One	ML01	Details Edit Delete
About	★ M & L Truck Truck Thirteen	ML13	O Details C Edit T Delete
	🖈 B H Freight Truck Eleven	BH11	💿 Details 🗾 🔁 Edit 📑 Delete

Figure 7-22. Trucks Page with + Create Button Identified

- 3. Configure the following parameters:
 - Name: Enter the truck name.
 - Truck ID: Enter the user provided truck ID.
 - Radio Tag: Enter the radio tag ID.
 - License Plate: Enter the truck's license plate number.
 - License Plate Region/State: Enter the full name of the state/region.
 - Email Address: Enter the truck's email address.
 - Favorite: Enable to set as a favorite.
 - Inactive: Enable to set as inactive.
 - Tare Weight: Enter the truck tare weight.
 - Tare Type: Enter the truck's tare type using the drop-down menu.
 - Tare Acquisition Date: Enter the truck tare acquisition date by mm/dd/yyyy.
 - Tare Expiration Date: Enter the truck tare expiration date by mm/dd/yyyy.
 - Trailer ID 1/2/3: Enter optional trailer information for 1, 2 or 3 trailers.
 - Insurance Expiration Date: Enter the truck insurance expiration date by mm/dd/yyyy.
 - Maximum Weight: Enter the maximum truck weight.
 - · Minimum Weight: Enter the minimum truck weight.
- 4. (Optional) If desired set the default for the following:
 - Hauler: Set the default hauler for the truck.
- 5. (Optional) If desired configure one of the following:
 - A. Default Job: Set the default job for the truck.
 - B. Default Customer: Sets the default Customer for truck.
 - C. Default Vendor: Set the default vendor for the truck.
- 6. (Optional) Configure the Default Product for either the Default Customer or Default Vendor.
- 7. Select + Create to create that truck information. Recorded trucks are then shown.
- 8. Select Home to return to the Home page.



Create Truck	Insurance Expiration Date 🛛
	02/21/2024
Name 🔮	Maximum Weight 🔮
	0.00
Truck Id 🛛	Minimum Weight 🔨
	0.00
Radio Tag 🚱	
License Plate ²	Hauler
	Set Clear
License Plate Region/State 🞯	
	Defaults
Email Address 😨	Select Either
	Default Job
Favorite	Set Clear
Inactive	
	Or
Tare Weight 🔮	Select Either
	Default Customer
Tare Type	Set Clear
Weighed	Or Default Vendor
Tare Acquisition Date	Set Clear
mm/dd/yyyy 📼	
Tare Expiration Date	And Optionally
mm/dd/yyyy	Default Product
	Set Clear
Trailer Id 1 🛛	
Trailer Id 2 🛛	+ Create ← Back to List
	▲
Trailer Id 3 🛿	

Figure 7-23. Create Truck Page



7.11 Assign Charges, Discounts, Prices and Trucks

7.11.1 Assign Charges to Vendors, Customers, Jobs, Products or Haulers

Assigning charges to Customers, Jobs, Haulers and Vendors follows the same general process (parameters may vary). The following procedure displays examples for the Vendors page.

- 1. Select the Customers, Jobs, Haulers or Vendors page.
- 2. Select the **Charges** button.

OnTrak		Helio jsmith@email.com! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G Vendors	
	+ Create	
Home	Search Text	Q Search × Clear
Data		
Reports	Name	Vendor Id
Contact	★ Argyle Vault & Precast Company	ARG15 🕒 Details 😰 Edit 🔋 Delete 🗢 Charges 🗢 Product Discounts
About		

Figure 7-24. Vendors page

- 3. The Charges page opens.
- 4. Select the desired charge from the Available Charges drop-down menu.
- 5. When the charge is selected, select **Add**.

OnTrak				Hello admin@localhost! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G Vendor	Charges		
Home	Charge Name	Charge Type	Charge Rate	
Administration	Flat Rate 40	Taxable Fixed	40.00	🗑 Delete
Configuration	← Back to List	Available Charges	Standard Rate	✓ Add
Data				
Reports				T
Contact				I

Figure 7-25. Vendor Charges Page

- 6. The charge is assigned to the customer, job, hauler or vendor.
- 7. Select **Home** to return to the Home page.

7.11.2 Assign Product Discounts to Customers

Perform the following procedure to add discounts to a customer.

NOTE: Discount levels are configured in the Discounts page (see Section 7.2 on page 93).

Discounts function for Vendors has been deprecated and replaced by Costs (Section 7.5 on page 97).

- 1. Select the **Customers** page.
- 2. Select the **Discounts** button for the relevant customer.

OnTrak	≡	Hello jsmith@email.com! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G Customers	
band on River	+ Create	
Home	Search Text	Q Search X Clear
Data		
Reports	Name	Customer Id
Contact	★ Argyle Vault & Precast Company	ARG15 O Details C Edit Delete Charges Product Discounts

Figure 7-26. Customers Page

- 3. The Discounts page opens.
- 4. Configure the following parameters:
 - · Products: Select the drop-down menu to pick desired product discount will be applied to.
 - · Discounts: Select the drop-down menu to pick desired discount.
 - Expiration Date: Enter date of expiration with keypad.
- 5. Select Add.

OnTrak ⁻	E					Hello admin@localhost!	Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G Customer Product Discounts						
Home	Product	Dis	count	Expiration Date			
Administration	Copper	Leve	el 1	6/4/2024 11:59:59 PM		👕 Delete	
Configuration	Products		Aluminum C	Cans	~		
Data	Discounts		Level 1		~	◀	
Reports	Expiration Date		05/18/2024	ł			
ADOUL	Add	-					
© 2020-2024 Rice Lake Weighing Systems	← Back to List						

Figure 7-27. Customer Product Discounts Page

- 6. The discount is added to the customer.
- 7. Select **Home** to return to the Home page.

7.11.3 Assign Prices to Jobs

- 1. Select the **Jobs** page.
- 2. Select the **Pricing** button.

OnTrak			Hello admin@localhost! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G Jobs		
Home Administration	+ Create Search Text		Q Search X Clear
Configuration	Name	Job Id	
Data	🛊 1000 Con Agra Oak - Wheat	JOB01 Details 🕑 Edit 👕 Delete 🔍 Pricin	g 🕒 Charges

Figure 7-28. Jobs Page

- 3. The Job Pricing page opens.
- 4. Configure the following parameters:
 - Products: Select the drop-down menus to pick desired product discount will be applied to.
 - Discounts: Select the drop-down menus to pick desired discount.
 - Ordered Amount: Configure the order quantity.
- 5. Select Add.

OnTrak	=				Hello admin@
ENTERPRISE TRUCK SCALE DATA MANAGEMEN	G Job Pricing				
Home	Product		Discount	Ordered Amount	
Administration	COP1 - Copper		Level 1	1.00	🖥 Delete
Configuration	WHT01 - Pearled Durum Wheat		Level 3	25000.00	Telete
Data	WHT02 - Whole Wheat		Level 3	100000.00	The Delete
Reports Contact	Products	Copper		~	
About	Discounts	Level 1		~	
	Ordered Amount	0.00			
	O Add				
	← Back to List				

Figure 7-29. Job Pricing Page

- 6. Pricing is added to the Job Pricing list.
- 7. Select **Home** to return to the Home page.

7.11.4 Assign Trucks to Haulers

- 1. Select the **Haulers** page.
- 2. Select the Trucks button for the hauler that requires Truck assignment.

OnTrak [®]		Hello admin@localhost! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G Haulers	
Home Administration	+ Create Search Text	Q Search X Clear
Configuration	Name	V
Data	M & L Trucking	Details Charges O Trucks
Reports Contact	A & R Transport	Details Celt Trucks Charges Trucks
About	B H Freight LLC	 Details C Edit Delete Charges Trucks

Figure 7-30. Hauler Page Trucks Button

- 3. The Hauler Trucks page opens.
- 4. Select the desired truck from the Available Trucks drop-down menu.
- 5. Select Add.

OnTrak				Hello admin@localhost!	Logout
CONTRAK ENTERPRISE TRICK SCALE DATA MANAGEMENT	G Hauler Trucks				
Home	Name		Truck Id		
Administration	\leftarrow Back to List	Available	ML01 - M & L Truck One	~ Add	
Configuration		Trucks			
Data					

Figure 7-31. Hauler Trucks Page

6. The Truck is added to the Hauler Trucks page.

OnTrak				Hello admin@localhos	t! Logout	
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G Hauler Trucks					
Home	Name		Truck Id			
Administration	M & L Truck One		ML01	Telete		
Configuration Data	\leftarrow Back to List	Available Trucks	BH11 - B H Freight	Truck Eleven		

Figure 7-32. Truck Added

7. Select **Home** to return to the Home page.

7.12 Inbound Transactions

- 1. Select Inbound Transactions from the Data menu.
- 2. Inbound weightments display.
- 3. If desired, input text into the Search Text field and weighments with matching search criteria display.
- 4. Select **Clear** to remove the search criteria.

			Search	parameters	
OnTrak	=				Hello jsmith@email.com! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G Inboun				
Home	Search Text				Q Search X Clear
Data	Date	Truck Id	Product	Customer/Vendor	
Reports	1/26/2023 8:34:26 AM	ML01	Pea Gravel		Oetails
Contact About	1/26/2023 8:37:30 AM	GB1	Oats		Details
	Previous Next 2 Reco	ras			

Figure 7-33. Inbound Weighments Page with Search Parameter Identified

5. Select **Home** to return to the Home page.

7.13 Outbound Transactions

- 1. Select Outbound Transactions from the Data menu.
- 2. Outbound weightments display.
- 3. If desired, configure the **Starting** and **End** date parameters.
- 4. If desired, input text into the Search Text field and weighments with matching search criteria display.
- 5. Select Clear to remove the search criteria and change to current date.

				Search pa	rameters			
OnTrak	≡					Hel	o admin@localhc	ost! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	Outbou	ind Weig	hments					
	Start Date 01	/26/2023			End Date 01/26/2023			Ċ.
Home	Search Text						Q Search	K Clear
Administration	D +	T 1 N 1	-	D. J. J.	0			
Configuration	Date	Ticket Number	Truck	Product	Customer/Vendor			
Data Reports	1/26/2023 8:33:0 AM	43	ML01 - M & L Truck One	Copper	Argyle Vault & Precast Company	🚯 Details 🛛 🕑 Ed	it 🛛 🖉 🛛	🖥 Get Ticket
Contact	1/26/2023 8:48::	10 44	MLO1 - M & L Truck	Реа	Argyle Vault & Precast	i Details 🕑 Eo	it 🛇 Vold	🖥 Get Ticket
About	АМ	-11	One	Gravel	Company			
	Previous Nex	d 2Records					csv 🗸	Export

Figure 7-34. Outbound Weighments Page with Search Parameter Identified

6. Select **Home** to return to the Home page.

7.14 Outbound Transactions Functions

7.14.1 Void Outbound Transactions

- 1. Search Outbound Transactions (see Section 7.13 on page 109).
- 2. Locate the desired transaction and select Void.

OnTrak	E								Hello a	dmin@local	host! L	Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	Outbou	nd Weig	hments									
	Start Date 01,	26/2023				End Date	01/26/2023					
Home	Search Text									Q Sear	ch × (Clear
Administration												
Configuration	Date	Ticket Number	Truck	Product		Customer	/Vendor					
Data	1/26/2023 8:33:0	7 43	ML01 - M & L Truck	Copper		Argyle Vault 8	Precast	Details	ピ Edit	⊗ Vaid	🖥 Get '	Ticket
Reports	AM		One	copper	(Company						
Contact	1/26/2023 8:48:1	0 44	ML01 - M & L Truck	Pea	,	Argyle Vault 8	Precast	i Detalis	🕑 Edit	⊗ Vold	🖥 Get	Ticket
About	AM	44	One	Gravel	0	Company						
	Previous Nex	2 Records								CSV	· •	Export

Figure 7-35. Outbound Weighments Page with Void Button Identified

- 3. The Void Outbound Weighment window displays and provides a summary of the transaction.
- 4. Select **Void** to cancel the transaction and return to the previous menu.

G Void Outbour	nd Weighment	User Defined Fields	5		
Are you sure you want	to void this outbound weighment?	1 2			
Ticket Number	44	3			
Outbound Date & Time Inbound Date & Time	1/9/2023 1:40:30 PM 1/9/2023 1:40:30 PM	Pricing			
Transaction Mode Gross Weight	Shipping 60,880 lb	Net Price	0.00		
Tare Weight	20,000 lb Keyed	Weighment Charge	s		
Net Weight Manual Weigh Operation	40,880 lb	Charge Name	Charge Type	Charge Rate	Charge Amount
Void Scale Name	Rice Lake	Total Price	0.00		
Scale Maille	RICE LOKE	Solution Void ← Back to Lis			
Notes					

Figure 7-36. Void Outbound Weighments Page



7.14.2 Unvoid Outbound Transactions

- 1. Search for Outbound Transactions (see Section 7.13 on page 109).
- 2. Locate a voided transaction and select Unvoid.

OnTrak						Hello admin@localhost! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	Outbou	nd Weig	hments			
	Start Date 01/2	26/2023		ť	End Date 01/26/2023	ä
Home	Search Text					Q Search X Clear
Administration						
Configuration	Date	Ficket Number	Truck	Product	Customer/Vendor	
Data	1/26/2023 8:33:07	43	ML01 - M & L Truck	Copper	Argyle Vault & Precast	🚯 Details 🔀 Edit 🚫 Void 🗟 Get Ticket
Reports	AM		One		Company	
Contact	1/26/2023 8:48:10	44	ML01 - M & L Truck	Pea	Argyle Vault & Precast	
About	AM	44	One	Gravel	Company	Details Edit Unvoid Get Ticket
						A
	Previous Next	2 Records				CSV V Export

Figure 7-37. Outbound Weighments Page with Unvoid Button Identified

- 3. Unvoid Outbound Weighment window displays and provides a summary of the transaction.
- 4. Select **Unvoid** to restore transaction and return to previous menu.

G Unvoid Outbo	😌 Unvoid Outbound Weighment				
Are you sure you want t from this outbound weig		1 2 3			
Ticket Number Outbound Date & Time Inbound Date & Time Transaction Mode Gross Weight Tare Weight Net Weight Manual Weigh Operation	44 1/9/2023 1:40:30 PM 1/9/2023 1:40:30 PM Shipping 60,880 lb 20,000 lb Keyed 40,880 lb	Pricing Net Price Weighment Charges Charge Name	0.00 Charge Type	Charge Rate	Charge Amount
Void Scale Name	Rice Lake	Total Price	0.00		
Notes	NICE LERE	◆ Unvoid ← Back to Li	st		

Figure 7-38. Unvoid Outbound Weighments Page

7.14.3 Get Ticket (Download Ticket)

The Get Ticket function allows the user to download a *.PDF of the associated outbound weighment.

- 1. Search for Outbound Transactions (see Section 7.13 on page 109).
- 2. Locate the desired weighment and select **Get Ticket**.

OnTrak	≡							Hello a	dmin@local	host! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	Outbou	nd Weig	hments							
	Start Date 01/2	26/2023		ť	End Date	01/26/2023				Ċ.
Home	Search Text								Q Sear	ch × Clear
Administration										
Configuration	Date	Ficket Number	Truck	Product	Custom	er/Vendor				
Data	1/26/2023 8:33:07	43	ML01 - M & L Truck	Copper	Argyle Vaul	t & Precast	Details	ピ Edit	⊗ Vaid	🖥 Get Ticket
Reports	AM		One		Company					
Contact	1/26/2023 8:48:10	44	ML01 - M & L Truck	Pea	Argyle Vaul	t & Precast	Oetalis	🕑 Edit	⊗ Vold	🗟 Get Ticket
About	AM		One	Gravel	Company					
										T
		D Paraula								
	Previous Next	2 Records							CSV ·	Export

Figure 7-39. Outbound Weighments Page with Get Ticket Button Identified

3. Download the ticket.

-/

NOTE: The installed internet browser and its configuration determines the behavior when downloading the ticket. The internet browser may automatically download the ticket, open the Save As window, or request if the file should be downloaded.

4. Review the ticket *.PDF in a suitable application (for example, Adobe[®] Acrobat[®]).



7.14.4 Export Outbound Transaction Data

- 1. Select **Outbound Transactions** from the Data menu.
- 2. Configure the export type from the drop-down menu adjacent to the Export button.

NOTE: The available export type depends on the configured Data Export Templates (see Section 6.10 on page 86).

3. Select Export.

OnTrak [*]	Ξ						Hello	o admin@localhost!	Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	Outbo	ound Weig	hments						
Home	Start Date Search Text	01/26/2023		Ė	End Date	01/26/2023		Q Search	Clear
Administration	Search lext							Q Search	A Clear
Configuration	Date	Ticket Number	Truck	Product	Customer	/Vendor			
Data	1/26/2023 8	33:07 43	ML01 - M & L Truck	Copper	Argyle Vault 8	k Precast	3 Details 🖉 Edi	t 🛇 Void 🗟 🤇	Get Ticket
Reports	AM		One	copper	Company				
Contact	1/26/2023 8 AM	48:10 44	ML01 - M & L Truck One	Pea Gravel	Argyle Vault 8 Company	& Precast	3 Details 🛛 🕑 Edi	t 🛇 Vold 🗟 🤇	Get Ticket
About	Art		One	Graver	Company				
	Previous	Next 2 Records						csv 🗸	Export
						Selec	t Export Type		
								Select	Export

Figure 7-40. Outbound Weighments Page with Export Identified

4. Download the data export.

NOTE: The installed internet browser and its configuration determines the behavior when downloading the export. The internet browser may automatically download the export, open the Save As window, or request if the file should be downloaded.

5. Review the Export in an application suitable for the export file type (for example, Microsoft[®] Excel[®]).



8.0 Edit, Details, Delete Functions

This section discusses Edit, Details and Delete functions that appear in several Configuration and Data pages. The process for using the functions is consistent across several Configuration and Data pages. An example is provided for each function in this section.



8.1 Edit Line Items

The edit function supports changing parameters for an existing item. This function applies to Indicators, Scales, Cameras, Data Export, Charges, Discounts, Products, Vendors, Customers, Jobs, Haulers, Truck page and Outbound Weighments. The Editing process is similar across pages listed above. The parameters available for editing varies depending on which page is accessed. In most cases the same parameters are available as when the item was initially created. For parameter information see section for applicable item (see Section 6.0 on page 68 or Section 7.0 on page 91). In this example the Charges page is displayed.

- 1. Access the desired page from the menu.
- 2. Select the Edit button for a line item that requires a change.

OnTrak	<u> </u>			Hello admin@localhost! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G Char	ges		
Home	+ Create			
Administration	Search Text			Q Search × Clear
Configuration	Charge Name	Charge Type	Charge Rate	V
Data	Flat Rate 40	Taxable Fixed	40.00	C Edit 🖬 Delete
Reports Contact	Standard Rate	Taxable Weight Based	0.25	🗹 Edit 👕 Delete
About	Zone 1	Taxable Fixed	35.00	🕑 Edit 👕 Delete

Figure 8-1. Edit Button

- 3. The Edit page appears.
- 4. Edit parameters as required.

OnTrak	≡	Hello admin@localhost!	Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	🕒 Edit Charge		
	Charge Name 🔮		
Home	Flat Rate 40		
Administration	Charge Type		
Configuration	Taxable Fixed		~
Data	Charge Rate		
Reports	40.00		
Contact	Save		
About			

Figure 8-2. Edit Page

- 5. Select Save to apply changes. The previous page displays.
- 6. Select **Home** to return to the Home page.



8.2 View Details

The Details function opens a new window that typically lists additional details or a parameter configuration. This function applies to Indicators, Cameras, Products, Vendors, Customers, Jobs, Haulers, Trucks page, Inbound Weighments and Outbound Weighments. In this example the Products page is displayed.

- 1. Access the desired page from the menu.
- 2. Select the **Details** button for line item that will be viewed.

OnTrak *	₩				Hello admin@localhost! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	Products				
Home Administration	+ Create Search Text				Q Search X Clear
Configuration	Name	Product Id	Description	•	
Data	🗙 Copper	COP1		🚯 Details 🛛 🖉 Edit	👕 Delete 💿 Charges
Reports Contact	🚖 USGA Golf Sand	SS1		🕚 Details 🛛 🗹 Edit	👕 Delete 🕒 🗢 Charges
About	🛊 White Masonary Sand	SS2		3 Details 🛛 🗹 Edit	👕 Delete 🛛 🗢 Charges
	★ Crushed Limestone	CL1	1 1/2" #57 Class A	Details C Edit	👕 Delete 💿 Charges

Figure 8-3. Details Button

3. (Optional) Select Edit to open a edit page and edit parameters as required (see Section 8.1 on page 114).

OnTrak *	Ē		Hello admin@localhost! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	Product Details		
Home Administration Configuration Data	Name Product Id Description Favorite Inactive	Copper COP1	
Reports Contact About	Price (per unit of measure) Unit of Measure Minimum Charge Inventory	10000.00 tn 0.00 100000.00	
	Notes		
	Charge Name	Charge Type	Charge Rate
	Flat Rate 40	Taxable Fixed	40.00
	🕑 Edit 🗧 ← Back to List		

Figure 8-4. Details Page

4. Select Home to return to the Home page.



8.3 Delete Items

The delete function supports removing a user specified item from a page or an associated page. This function applies to Indicators, Scales, Cameras, Data Export, Charges, Costs, Discounts, Products, Vendors, Customers, Jobs, Haulers Trucks and Inbound Weighments pages. In this example the Charges page is displayed.

- 1. Access the desired page from the Data menu.
- 2. Select the **Delete** button for line item that requires removal.

OnTrak				Hello admin@localhost! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G Char	ges		
Home Administration	+ Create Search Text			Q Search X Clear
Configuration	Charge Name	Charge Type	Charge Rate	V
Data	Flat Rate 40	Taxable Fixed	40.00	🕑 Edit 👕 Delete
Reports Contact	Standard Rate	Taxable Weight Based	0.25	C Edit Delete
About	Zone 1	Taxable Fixed	35.00	🕑 Edit 👕 Delete

Figure 8-5. Delete Button

- 3. The Delete page appears.
- 4. Select **Delete** to confirm.

OnTrak [*]	E		Hello admin@localhost!	Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G Delet	e Charge		
Home	Are you sure	you want to delete this charge?		
Administration	Charge Name	Flat Rate 40		
Configuration	Charge Type Charge Rate	Taxable Fixed		
Data				
Reports	👕 Delete 🗧 🗧 Back	to List		
Contact				
About	<u> </u>			

Figure 8-6. Delete Page

- 5. The previous page displays with the item removed.
- 6. Select **Home** to return to the Home page.

9.0 Operation

The Home page provides access to configured scales and operational scale functions.

NOTE: Scale quantity and names vary depending on configuration. Scales are displayed in the order they were added to OnTrak Enterprise.

OnTra k [®]			Hello admin@localhost! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	Scales		Switch to Klosk View
Home Administration			Weighments in the Last Hour
Configuration Data			0
Reports			U
Contact			
About			

Figure 9-1. Home Page with Scales

NOTE: An indicator and scale must be configured (see Section 6.1 on page 69), otherwise the Home page displays a message about configuration.

OnTrak *	≡ Login
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	Welcome to OnTrak [™] Enterprise.
Home	
Data	

Figure 9-2. Home Page without Scales

This section discusses the following topics:

- Access Scale Page (see Section 9.1 on page 117)
- Weigh-In and Weigh-Out (see Section 9.2 on page 119)
- Manual Weigh-In and Manual Weight-Out (see Section 9.3 on page 122)

9.1 Access Scale Page

NOTE: Scales must be configured in order for them to appear on the Home page (see Section 6.1 on page 69). Scale quantity and names vary.

1. Select Home.

2. Select the desired Scale from the Home page.

OnTrak	Ξ				Hello admin@localhost! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	Scales				Switch to Kiosk View
Home Administration	ΔĀ	$\overline{\Delta}\overline{\Delta}$	$\overline{\Delta}\overline{\Delta}$	$\dot{\Delta}\dot{\Delta}$	Weighments in the Last Hour
Configuration Data	1	2	3	4	0

Figure 9-3. Home Page with Scales Displayed



3. The selected Scale page appears.

OnTrak *	=			Hello admin@localhost! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	Scale: Exam	ple	G	Sview Inbound Trucks
Home Administration Configuration Data Reports Contact About	(A) Zero	C C C C C C C C C C C C C C	Weighment Data H Weighment Type: * Shipping © Receiving Truck J ·Select One Job K None Customer L None	 Q Search × Clear Q Search × Clear Q Search × Clear Q Search × Clear Search × Clear
		N	Additional Data Phone Email Text	

Figure 9-4. Scale Page

Elements identified in Figure 9-4 on page 118 are described in the Table 9-1:

ltem	Function	Description
A	Virtual Scale Display	Displays weight received from the scale
		NOTE: The background color indicates the state of the scale: White shading indicates the scale is ready to weigh
		 Yellow indicates the weight is below the required threshold for weighing (see Section 6.5 on page 80)
		 Red indicates there is an error with the scale
В	Zero	Zeros the scale
С	Go	OnTrak Enterprise sends a command to turn on the Go symbol to a LaserLight2/3 remote display. NOTE: This button only appears if a LaserLight 2/3 is configured with a scale (see Section 6.1.4 on page 72).
D	Stop	OnTrak Enterprise sends a command to turn on the Stop symbol to a LaserLight2/3 remote display. NOTE: This button only appears if a LaserLight 2/3 is configured with a scale (see Section 6.1.4 on page 72).
E	Acquire Tare	Tares scale
F	Note	Opens Weightment Note pop-up window to include user added supplemental information about a specific weighment
G	Inbound/Outbound trucks	Opens a pop-up window that lists inbound or outbound trucks
Н	Weighment Type	Configures between shipping and receiving weightment types.
		NOTE: Use Shipping mode when product leaves the facility. Use Receiving mode when product arrives at the facility.
Ι	Weigh	Performs Weigh-In and Weigh-Out
J	Truck	Selects which Truck is being processed from the database (see Section 7.10 on page 103)
K	Job	Selects which Job is being processed from the database (see Section 7.8 on page 101)
L	Customer	Selects which Customer is being processed (see Section 7.7 on page 99)
М	Product	Selects which Product is being processed from the database (see Section 7.3 on page 94)
Ν	Additional Data	Displays configured User Defined Fields (see Section 6.8 on page 83)

Table 9-1. Scale Page Element Descriptions



9.2 Weigh-In and Weigh-Out



NOTE: (Optional) During the following procedure select Go and Stop buttons to display Go or Stop signs on the LaserLight2 or LaserLight3.

9.2.1 Weigh-in

The weigh-in procedure follows the same steps for inbound or outbound vehicles. The only difference is the truck management page is called View Inbound Trucks or View Outbound Trucks. The following procedure displays information about inbound trucks in this example.

1. Navigate to the Home page and select the required scale.

NOTE: If threshold weights are used, yellow indicates the measured weight is under the required threshold.

Scale: 682		Weight Under Threshold	Sview Inbound Trucks
	18 ¹⁶	Weighment Data Weighment Type:	
Zero	🖁 Go 🕄 Stop	Truck Select One Job	✓ Q Search X Clear

Figure 9-5. Weight Under Threshold

- 2. The vehicle drives onto scale and the weight populates in OnTrak Enterprise.
- 3. Select Shipping or Receiving radio button.
- 4. Select the Truck from the **Truck** drop-down menu.
- 5. Select the Job from the **Job** drop-down menu.
- 6. Select the Customer from the **Customer** drop-down menu.
- 7. Select Product being weighed from the **Product** drop-down menu.
- 8. (Optional) Depending on configuration, the Additional Data group may appear and display user defined fields (see Section 6.8 on page 83). Complete fields as required.

OnTrak			Hello admin@localhost! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	Scale: Example		Sview Inbound Trucks
Home Administration	9968 ^{1b}	Weighment Data Weighment Type:	کَهٔ Weigh
Configuration Data	Zero 🛛 🕄 Go 🖉 Stop	ML01 - M & L Truck One	✓ Q Search X Clear
Reports Contact	Re Acquire Tare Notes	JOB01 - 1000 Con Agra Oak - Wheat	✓ Q Search × Clear
About		CON8 - Con Agra Oat Processing	✓ Q Search × Clear
	Configure parameters	Product WHT01 - Pearled Durum Wheat	✓ Q Search X Clear
		Additional Data Phone Email	

Figure 9-6. Scale Page with Parameters Populated



9. (Optional) Select Notes to open a pop-up window, enter desired text and then select Close to save.



Figure 9-7. Weighment Notes Pop-Up Window

10. Select **Weigh**. The weigh-in information about the truck is stored in the Inbound Trucks window.

OnTrak				Hello admin@localhost! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	Scale: Example			Sview Inbound Trucks
Home Administration	9968	lb	Weighment Data Weighment Type:	一 🔂 Weigh
	E : 0.0.0 /			

Figure 9-8. Scale page with Weigh Identified

11. The truck has completed weigh-in and the ticket downloads automatically.

9.2.2 Weigh-out

The weigh-out procedure follows the same steps for inbound or outbound vehicles. The only difference is the truck management page is called View Inbound Trucks or View Outbound Trucks. The following procedure displays information inbound trucks in this example.

- 1. Navigate to the Home page and select the required scale.
- 2. The vehicle drives onto scale and the weight populates in OnTrak Enterprise.
- 3. Select View Inbound Trucks.

OnTrak *			Hello admin@localhost! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	Scale: Example	-	📚 View Inbound Trucks
Home Administration Configuration Data Reports Contact	Zero @ Go @ Stop @ Acquire Tare Notes	Weighment Data Weighment Type: Shipping Receiving Truck Job Customer	Image: Search × Clear ✓ Q Search × Clear ✓ Q Search × Clear
About © 2020-2022 Rice Lake Weighing Systems		Product	 Q Search X Clear Q Search X Clear

Figure 9-9. Scale page with View Inbound trucks Identified

4. The Inbound Trucks window displays (see Figure 9-10 on page 121).

- 5. Select the desired truck. A green check mark appears adjacent to the selected Truck.
- 6. Activate Select.

	Sele	ect Truck			
elect	Date	Truck	Product	Customer/Vendor	Weight
/	02/08/2023 4:34 PM	GB1 - GB Land Truck 1	WHT01 - Pearled Durum Wheat	CON8 - Con Agra Oat Processing	10000
	02/10/2023 11:16 AM	666	None	None	89960
st Pr	revious Next Last 1 pag	e		Select Button	

Figure 9-10. Inbound Trucks Window

7. The Inbound Trucks window closes and the Scale page displays with truck data populated.

OnTrak			Hello admin@localhost! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	Scale: Example		SView Inbound Trucks
Home Administration	9968 ^{1b}	Weighment Data Weighment Type:	ភិ Weigh
Configuration Data	Zero 🔋 Go 🔋 Stop	ML01 - M & L Truck One	✓ Q Search X Clear
Reports Contact About	Require Tare	JOB01 - 1000 Con Agra Oak - Wheat Customer	✓ Q Search X Clear
ADOUT		CON8 - Con Agra Oat Processing Product	✓ Q Search X Clear
		WHT01 - Pearled Durum Wheat	✓ Q Search X Clear

Figure 9-11. Scale Page with Parameters Populated

8. (Optional) Select Notes to open a pop-up window, enter desired text and then select Close to save.



Figure 9-12. Weighment Notes Pop-Up Window

9. Select Weigh.

OnTrak [*]		Hello admin@localhost! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	Scale: Example	SView Inbound Trucks
Home Administration	9968 ¹⁶	Weighment Data Weighment Type:
Configuration Data	Zero 🖁 Go 🔋 Stop	Truck ML01 - M & L Truck One

Figure 9-13. Scale page with Weigh Identified

10. The truck has completed weigh-out and the ticket downloads automatically.



9.3 Manual Weigh-In and Manual Weight-Out

If a scale error occurs, weight may be manual entered in OnTrak Enterprise.



NOTE: (Optional) During the following procedure select Go and Stop buttons to display Go or Stop signs on the LaserLight2/3.

9.3.1 Manual Weigh-In

The weighing out procedure follows the same steps for inbound or outbound vehicles. The only difference is the truck management page is called View Inbound Trucks or View Outbound Trucks. The following procedure displays information about inbound trucks in this example.

- 1. Navigate to the Home page and select the required scale.
- 2. Select Shipping or Receiving radio button.
- 3. Select the customer's truck that is being used from the **Truck** drop-down menu.
- 4. Select the applicable job from the **Job** drop-down menu.
- 5. Select the applicable customer from the **Customer** drop-down menu.
- 6. Select product being weighed from the **Product** drop-down menu.
- 7. Add weight to the Manual Weight field.
- 8. (Optional) Depending on configuration, the Additional Data group may appear and display user defined fields (see Section 6.8 on page 83). Complete fields as required.

OnTrak *			Hello admin@localhost! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	Scale: Example		Sview Inbound Trucks
Home Administration Configuration Data Reports Contact About	Error: Invalid Zero & Go & Stop Manual Weight 10000 Acquire Tare Notes Add Weight	Weighment Data Weighment Type: * Shipping O Receiving Truck BH11 - B H Freight Truck Eleven Job JOB03 - 1003 Argyle Vault - Limestone Customer ARG15 - Argyle Vault & Precast Company Product CL1 - Crushed Limestone	 Q Search × Clear
	Configure parameters	Additional Data Phone Email Text	

Figure 9-14. Scale page with Manual Weight Field

9. (Optional) Select Notes to open a pop-up window, enter desired text and then select Close to save.



Figure 9-15. Weighment Notes Pop-Up Window



10. Select Weigh. The transaction is added to the View Inbound Trucks section of the screen.

OnTrak			Hello admin@localhost! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	Scale: Example		Sview Inbound Trucks
Home		Weighment Data Weighment Type:	—————————————————————————————————————
Administration Configuration Data	Error: Invalid	Truck BH11 - B H Freight Truck Eleven Job	 ✓ Q Search × Clear

Figure 9-16. Scale page with Weigh Identified

11. The truck has completed weigh-in and the ticket downloads automatically.

9.3.2 Manual Weigh-Outs

The weighing out procedure follows the same steps for inbound or outbound vehicles. The only difference is the truck management page is called View Inbound Trucks or View Outbound Trucks. The following procedure displays information about inbound trucks in this example.

- 1. Navigate to the Home page and select the required scale.
- 2. Select View Inbound Trucks.

OnTrak	=		Hello admin@localhost! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	Scale: Example	-	📚 View Inbound Trucks
Home Administration		Weighment Data Weighment Type:	芯 Weigh
Configuration Data	Zero B Go B Stop	dof	✓ Q Search X Clear
Reports Contact	Manual Weight	Customer	✓ Q Search X Clear
About			✓ Q Search × Clear
	Require Tare Votes	Product	✓ Q Search X Clear

Figure 9-17. Scale page with View Inbound Trucks Identified

- 3. The Inbound Trucks window displays.
- 4. Select the desired truck. A green check mark appears adjacent to the active Truck.
- 5. Activate Select.

Inbound		tTruck			>
Select	Date	Truck	Product	Customer/Vendor	Weight
~	02/08/2023 4:34 PM	GB1 - GB Land Truck 1	WHT01 - Pearled Durum Wheat	CON8 - Con Agra Oat Processing	10000
	02/10/2023 11:16 AM	666	None	None	89960
First Pr	revious Next Last 1 page			Select Button	V
					Cancel Select

Figure 9-18. Inbound Trucks Window

6. The Inbound Trucks window closes and the Scale page displays with truck data populated.

OnTrak			Hello admin@localhost! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	Scale: Example		SView Inbound Trucks
Home		Weighment Data Weighment Type:	动 Weigh
Administration Configuration	Error: Invalid	Truck BH11 - B H Freight Truck Eleven	✓ Q Search × Clear
Data Reports		Job JOB03 - 1003 Argyle Vault - Limestone	✓ Q Search × Clear
Contact About	Manual Weight	Customer ARG15 - Argyle Vault & Precast Company	✓ Q Search × Clear
	Acquire Tare Notes	Product CL1 - Crushed Limestone	✓ Q Search × Clear

Figure 9-19. Scale page with Parameters Populated

7. (Optional) Select Notes to open a pop-up window, enter desired text and then select Close to save.



Figure 9-20. Weighment Notes Pop-Up Window

- 8. Enter the weight into the Manual Weight field.
- 9. Select Weigh.

OnTrak			Hello admin@localhost! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	Scale: Example		Sview Inbound Trucks
Home Administration	[*]	Weighment Data Weighment Type:	لافت Weigh
Configuration	Error: Invalid	Truck	
Data	Zero I Go I Stop	BH11 - B H Freight Truck Eleven	✓ Q Search × Clear
Reports		Job	
Contact	Manual Weight	JOB03 - 1003 Argyle Vault - Limestone	✓ Q Search × Clear
About	10000	Customer	
		ARG15 - Argyle Vault & Precast Company	✓ Q Search × Clear
	🛤 Acquire Tare	Product	
		CL1 - Crushed Limestone	✓ Q Search × Clear
	Add Weight		

Figure 9-21. Scale page with Manual Weigh Field

10. The truck has completed weigh-out and the ticket downloads automatically.



10.0 Kiosk View

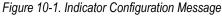
The Home page provides the Kiosk View function which displays all configured 1280 kiosks. When a configured kiosk is selected, the associated 1280 kiosk is accessed remotely through its web servers instead of directly interacting with it.

For example: A driver could access the 1280 web server from a tablet in a truck cab and potential avoid poor weather or other external concerns.



NOTE: A 1280 indicator kiosk and scale must be configured (see Section 6.1 on page 69), otherwise the Home page may MOTE: A 1280 Indicator high and some official display the following messages about configuration.

OnTrak *	≡ Login
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	Welcome to OnTrak [™] Enterprise.
Home	
Data	
Reports	



OnTrak	=	Hello admin@localhost!	Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	Welcome to OnTrak™ Enterprise.		
20.	Configure a kiosk to get started!		
Home			
Administration			
Configuration			
Data			

Figure 10-2. Kiosk Configuration Message

10.1 **Accessing Kiosk View**

NOTE: The Kiosk view is automatically presented to Driver user accounts when they access the Home Page. Driver accounts can not access the Scale View.

- 1. Navigate to the Home page.
- 2. Select Switch to Kiosk View.

OnTrak		Hello admin@localhost! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	Scales	Switch to Klosk View
Home Administration Configuration Data Reports		Weighments in the Last Hour
Contact About		

Figure 10-3. Kiosk Mode Shortcut



3. Select the kiosk icon from the Kiosk View.

OnTra k*	=	Hello admin@localhost! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	Kiosks	Switch to Scales View
Home Administration Configuration		
Data		
Reports		
Contact		
About		
-		

Figure 10-4. Kiosk Icon Selection

NOTE: 1280 Kiosk icons only appear if a 1280 indicator is configured as a kiosk (see Section 6.1.1 on page 69).

4. The 1280 web server displays the current 1280 kiosk page.

NOTE: The appearance of web server depends on the current 1280 state. In this example a truck is on the scale and over the threshold weight.

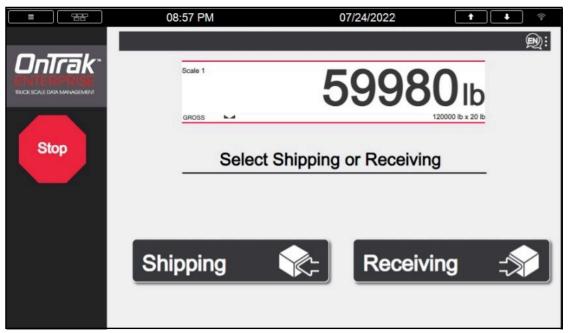


Figure 10-5. 1280 Kiosk Web Server Example

5. Operate the 1280 kiosk as needed.

NOTE: Password protect configuration parameters to ensure operators are not granted access to restricted areas. For more information about the 1280 indicator, see 1280 Enterprise Technical Manual.



7

11.0 License Plate Reader (LPR)

An license plate reader camera and software license may be purchased as an option for OnTrak Enterprise. The license plate reader reads license plates of trucks as they are processed.



NOTE: The license plate reader camera comes with additional documentation produced by the camera manufacturer. This documentation is used during camera installation and software setup.



Figure 11-1. License Plate Reader Camera

This section discusses the following topics:

- Camera Hardware Installation and Software Configuration (see Section 11.1 on page 127)
- Communication Configuration (see Section 11.2 on page 128)
- Setup Truck License Plate Information (see Section 11.3 on page 131)

11.1 Camera Hardware Installation and Software Configuration

NOTE: This procedure provides an overview hardware and software setup and is intended to be used in conjunction with setup procedures detailed in camera manufacturer's Quick Guide and Installation and User Guide.

- 1. Install camera hardware as described in camera manufacturer's documentation.
- 2. Connect camera to internet (typically wired to POE+, switch, or access point).
- 3. Connect computer to same network as camera.
- 4. Access camera software by entering camera's IP address into computer's internet browser.
- 5. Enter username and password in login prompt (default password is provided in the manufacturer's documentation).
- 6. Configure software parameters as described in Manufacturer's documentation.



11.2 Communication Configuration

In addition to basic setup, several parameters must be configured to establish communication between the camera and OnTrak Enterprise.

- 1. Login to camera software.
- 2. Select the Settings tab.

TagMaster	HOME	LIVE	SETTINGS	VEHICLE DATABASE	MAINTENANCE	HELP	administrator Sign Out
Figure 11-2. Settings Tab							

- 3. Configure Camera ID:
 - 3.1 Select Lane from the menu.
 - 3.2 Set Lane ID as the desired value.
- NOTE: The Lane ID must be unique for each installed scale and LPR camera combination.
 - 3.3 Select **Deploy**.

uick Setup	Lane ID:	1	— Lane ID
ane	◀		
egions	Lane Description: (Na	ame/Location etc.)	
etection	Lane For F		
nage Settings	Direction (UTMC):	Any Direction ~	
nage Overlay	1		
etwork Interface	Camera ID:	101	
liegand			
iagnostic Events	Dual Plate Reading:	Disabled ~	
pot Speed	IP Address:	192 . 168 . 127 . 10	
/iFi	Port:	9003	
	ANPR mode: Free	e running ANPR	
		1500	
	Delay (ms):	0	
	BI	ank event during trigger period	

Figure 11-3. Lane Parameters

- 4. Configure the following **Network Interface** parameters:
 - 4.1 Select **Network Interface** from the Menu.
 - 4.2 Select **HTTP Post 2**.

Settings Networ	k Interface
Quick Setup	TCP/IP Host
Lane	
Regions	
Detection	HTTP Post 1
Image Settings	HITPPost2
Image Overlay	FTP User
Network Interface	FTP Diagnostics

Figure 11-4. Network Interface HTTP Post 2 Option

- 4.3 Configure the Protocol drop-down menu as **Generic**.
- 4.4 Configure the Output Format drop-down menu as **JSON**, **Unicode**.
- 4.5 Configure the **Host url** field as the OnTrak Enterprise address in the format: http://Host IP address:5000/API/LicensePlateReader/
- 4.6 Enable the **Do not backlog events on this channel** check box.
- 4.7 Select **Protocol Options** from HTTP Post 2 options.

Settings Network In	nterface
Quick Setup	TCP/IP Host
Lane	
Regions	TCP/IP Client
	HTTP Post 1
Detection	HTTP Post 2
Image Settings	
Image Overlay	Protocol: Output Format:
Network Interface	Generic
Wiegand	Force Content-Type header for XML as 'text/xml' Host urt: Protocol Options
Diagnostic Events	http://11.7.36.129:5000/api/LicensePlate
	Do not backlog events on this channel
Spot Speed	Heartbeat Host: Heartbeat interval:
WiFi	0 HeartBeat Options
	Send Text and Images in separate packets and prioritize text
	Max Events/Packet: Max Delay (secs):
	50 60

Figure 11-5. HTTP Post 2 Parameters

- 4.8 The Protocol Options pop-up window opens.
- 4.9 Use the left and right arrows to configure the add the following options to the Included Tags column:
 - ANPR Image
 - Camera ID
 - Confidence
 - Country ISO

- Plate Text
 - Station ID
 - Timestamp
 - XML Header Name
- 4.10 Select **X** to close the Protocol Options pop-up window.

Country Name

Lane Name

Patch Image

Lane ID

ngs Network Interface					×
AccessControl Bearer ID Bearer Token Country Abbreviation Database info Direction Encoded Plate Full Plate IR Rectangle Lane Type MAC Address Motion Towards Camera Overview Image Plate Colour Plate Location Plate Prefix	ANPR Image Camera ID Confidence Country ISO Country Name Lane ID Lane Name Patch Image Plate Text Station ID Timestamp Xml Header Name	Select Defaults	Select ALL	Select None	
Plate Pietix Plate Region Speed (Mph) Speed (Kph) State (USA) Technical Info	÷				

Figure 11-6. Protocol Options Pop-Up Window

4.11 Select Deploy.

Quick Setup	TCP/IP Host
Lane	TCP/IP Client
Regions	
Detection	HTTP Post 1
Image Settings	✓ HTTP Post 2
Image Overlay	FTP User
Network Interface	FTP Diagnostics
Wiegand	File
Diagnostic Events	Popleoring
Spot Speed	Backlogging
WiFi	Backlog send order: Max backlog:
	First in first out v 1000

Figure 11-7. Network Interface Deploy Button



11.3 Setup Truck License Plate Information

License plate information needs to be added for each truck in the database. Typically, this information is included when a truck is added to the database (Section 7.10 on page 103). Also, license plate information can be edited for a variety of reasons including: parameters were not configured when the truck was created, license plate numbers have changed or license plate numbers were entered incorrectly.

- 1. Select **Trucks** from the Data menu.
- 2. Navigate to Data then select Trucks.
- 3. Select Edit adjacent to the truck that requires license plate parameter changes.

Configuration	Name	Truck Id	
Data	🚖 M & L Truck One	ML01	Details 🕑 Edit 📋 Delete
Danasta			

Figure 11-8. Truck Edit Button

- 4. Configure License Plate as the truck's license plate number.
- 5. Configure License Plate Region/State as one of the following:
 - The full name for the state/region.
 - · A string of consecutive characters matching part of the state/region name.

NOTE: The License plate parameter does not use the standard state/region abbreviations, it utilizes full or partial name matching. For example, MN will not match Minnesota since MN are not consecutive characters in the name. Search terms that would work include: minnesota, Minnesota, minn or esota.

Partial matches can lead to matching undesirable results. For example, "New" could match New Hampshire, New Jersey, New Mexico and New York. Using a unique string or the full name yields the best results, especially in cases where other states/regions could match entered characters.

	=	Hello admin@localhost!	Logout
Ontrak ENTERPRISE TRUCK SCALE DATA MANAGEMENT	Generation Edit Truck		
Home	Name 🛿 M & L Truck One		
Administration Configuration	Truck Id ¹		
Data Reports	Radio Tag 🕶		
Contact About	License Plate		
© 2020-2024 Rice Lake Weighing Systems	License Plate Region/State 🞯	-	
	Email Address @		

Figure 11-9. License Plate Parameters

- 6. Select Save. OnTrak Enterprise Returns to the Trucks page.
- 7. Repeat for additional trucks.



11.4 License Plate Reader Scale Configuration

NOTE: An indicator and scale must be configured prior to configuring the license plate reader (see Section 6.1 on page 69).

- 1. Select Indicators from the Configuration page.
- 2. Select Scales adjacent to indicator that will be assigned a scale.

OnTrak	≡				Hello admin@local	host! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G Indicat	tors				
	+ Create					
Home	Search Text				Q Sear	ch X Clear
Administration	Search lext				Q Sear	Cieai
Configuration	Indicator Type	IP Address	Tcp Port		V	
Data	1280 Enterprise	10.2.55.142	1	🚯 Details 🛛 🕑 Edit 🧻	Delete Scales	
Reports						_
Contact	Previous Next 1	Records			2 Resta	rt Indicators
About						

Figure 11-10. Indicators Page Scales Button

- 3. The Indicator Scales page appears.
- 4. Select the LPR button for the scale a License Plate Reader camera will be assigned to.

OnTrak	=						Hello a	admin@localhost!	Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G	[ndica	ator Sc	ales					
Home	+ Creat	te							
Administration	Name	Channel	Printer Addr : Port	Remote Addr : Port	Camera	License Plate Camera Id	e		
Configuration Data	1	10	10.2.5.9 : 7	10.20.32.122 : 2	IP Camera	0	☑ Edit ☐ Delete □ Remote Display	➡ Printer ➡ Cameras	
Reports	-	_							
Contact About	_ ← Back	to List							

Figure 11-11. Indicator Scales Page with LPR Button

- 5. The Edit License Plate Lane ID pop-up window displays.
- 6. Enter the license plate reader camera lane ID.
- 7. Select Save.

NOTE: Locate the Lane ID parameter in the Lane Menu of the TagMaster® CT45 online software (Section Figure 11-3. on page 128).

Edit License Plate Lane Id					
License Plate Lane Id					
	Cancel	Save			

Figure 11-12. Edit License Plate Camera Id Pop-up window



8. The window closes and the License Plate Camera ID is displayed in the Indicator Scales page.

OnTrak	Ξ						Hello admin@localhost! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	G	[ndica	ator Sc	ales			
Home Administration	+ Creat		Printer Addr : Port	Remote Addr : Port	Camera	LPR Lane Id	
Configuration							
Data	1	10	10.2.5.9 : 7	10.20.32.122 : 2	IP Camera	1	☑ Edit Image: Delete Image: Printer Image: Delete Image: Delete Image: Delete Image: Delete
Reports							
Contact	← Back	to List	◀—			Т	

Figure 11-13. Indicator Scales with License Plate Camera ID

9. Select **Home** to return to the Home page.

11.5 License Plate Reader Confidence Threshold

- 1. Select License Plate Reader from the Configuration menu. The License Plate reader page displays.
- 2. Select Edit.

CONTRAK ENTERPRISE ITUCK SCALE DATA MANAGEMENT	E		Hello admin@localhost!	Logout
	C License Plate Reader			🕑 Edit
Home	LPR Confidence Threshold	60		
Administration Configuration	🕑 Edit			
Data	A			
Reports	I			

Figure 11-14. Image Capture Page Elements

- 3. The Edit License Plate Reader page displays.
- 4. Enter the minimum required license plate reader Confidence Threshold value for OnTrak to process license plate data.
- 5. Select Save.

OnTrak	≡	Hello admin@localhost!	Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	Ge Edit License Plate Reader		
Home Administration	LPR Confidence Threshold		
Configuration			
Data	Save		
Reports	A		
Contact			

Figure 11-15. Image Capture Page Elements

- 6. The page returns to the License Plater Reader page with the new value.
- 7. Select **Home** to return to the Home page.



11.6 License Plate Recognition Monitor

11.6.1 Access License Plate Reader Monitor

1. Select LPR Monitor from the Administration menu.

OnTrak	Ξ			Hello admin@localhost! Lc	ogout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	Administ	ration			
Home Administration		LOG	€ <mark>6</mark>		
Configuration	Users	Log Files	LPR Monitor		
Data			▲		
Reports			T		

Figure 11-16. Administration Page LPR Monitor Button

- 2. The License Plate Recognition Monitor page displays an image of the captured license plate and data.
- 3. Refresh the web browser to view the latest results.

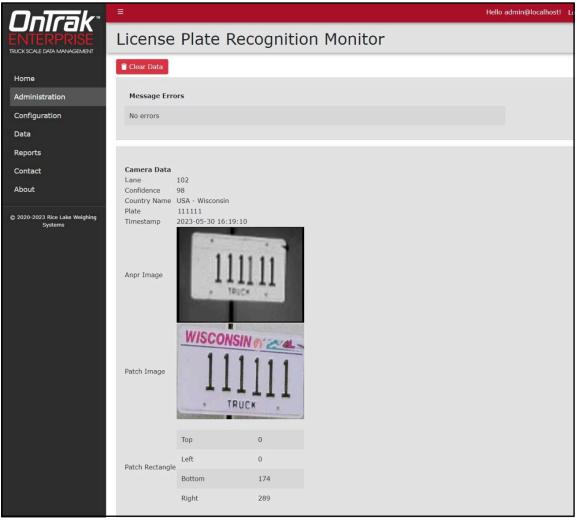


Figure 11-17. License Plate Recognition Monitor Page



11.6.2 Clearing License Plate Reader Data

- 1. Navigate to the License Plate Recognition Monitor page.
- 2. Select Clear Data.
- 3. The currently viewed results are removed.

OnTrak		Hello admin@localhost! Lo
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	License Plate Recognition Monitor	
Home	Clear Data	
Administration	Message Errors	
Configuration	No errors	
Data		

Figure 11-18. License Plate Recognition Monitor Page with Clear Data Identified



10.0 Reports

OnTrak Enterprise can generate several reports based on various data contained within the system. Select the Reports menu to access available reports.

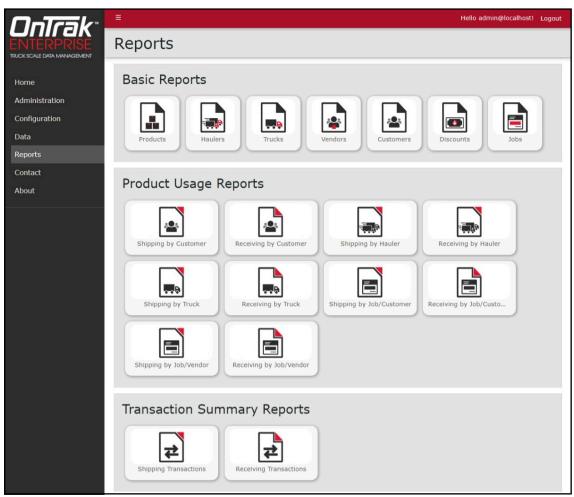


Figure 10-1. Report Page

This section discusses reporting function in OnTrak, including:

- Report Types (see Section 10.1 on page 137)
- Report Generation (see Section 10.2 on page 138)
- Export Reports (see Section 10.3 on page 139)
- Print Reports (see Section 10.4 on page 140)



10.1 Report Types

This section describes the types of reports.

10.1.1 Basic Reports

Report	Description			
Products				
Haulers				
Trucks				
Vendors	Criteria is entered and reports are generated for the selected category			
Customers				
Discounts				
Job				
	Table 10-1. Basic Report Descriptions			

10.1.2 Product Usage Reports

Report	Description
Shipping by Customer	Displays quantity of loads/total/units of product a selected customer has been shipped in time frame selected
Receiving by Customer	Displays quantity of loads/total/units of product received from a selected customer in time frame selected
Shipping by Hauler	Displays quantity of loads/total/units of product a selected hauler has used in time frame selected
Receiving by Hauler	Displays quantity of loads/total/units of product received from a selected hauler in time frame selected
Shipping by Truck	Displays quantity of loads/total/units of product a selected truck has used in time frame selected
Receiving by Truck	Displays quantity of loads/total/units of product received from a selected truck in time frame selected
Shipping by Job/Customer	Displays quantity of products, loads and total units used by job and customer
Receiving by Job/Customer	Displays quantity of products, loads and total units received by job and customer
Shipping by Job/Vendor	Displays quantity of products, loads and total units used by job and vendor
Receiving by Job/Vendor	Displays quantity of products, loads and total units received by job and vendor

Table 10-2. Product Usage Report Description

10.1.3 Transaction Summary Reports

Report	Description
Shipping Transactions	Criteria is entered and reports are generated for Access Shipping Transactions
Receiving Transactions	Criteria is can entered and reports are generated for Access Receiving Transactions

Table 10-3. Transaction Summary Reports



10.2 Report Generation

Perform the following to generate a report:

- 1. Select the desired report from the Report page. The report preview appears blank.
- 2. If available, set the **Date Range** parameter.
- 3. If desired, enter a search value into the **Filter** text field.
- 4. Select Submit.

NOTE: The available parameters vary depending on report type.

EW PARAMETERS		PREVIEW PARAMETERS	
duct Filter:		Date Range:	12/6/2022 - 12/13/2022
	RESET SUBMIT	Customer Filter:	
			RESET

Figure 10-2. Preview Parameter Variations

5. The report generates.

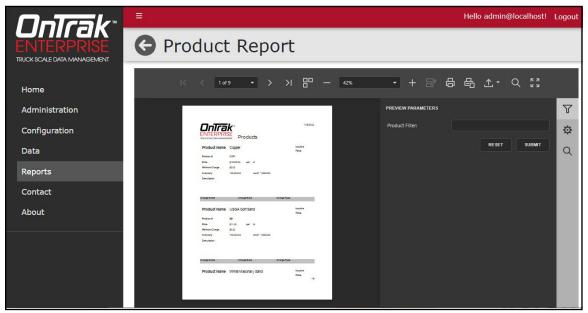


Figure 10-3. Report Generated



10.3 Exporting Reports

Reports may be exported in the following formats: *.pdf, *.xls (Microsoft Excel), *.xlsx (Microsoft Excel), *.rtf, *.docx (Microsoft Word), *.mht, *.html, *.txt (text), *.csv and *.png (image). Perform the following to export a report.

- 1. Generate the desired report (see Section 10.2 on page 138).
- 2. Select the Export to drop-down menu. The drop-down menu expands.
- 3. Select the desired file type.

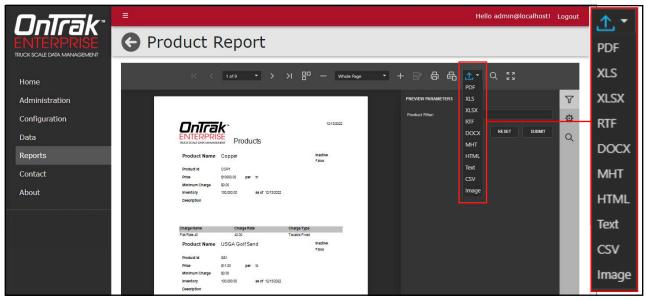


Figure 10-4. Report Export To Menu Expanded

4. Follow prompts in internet browser to save report.

NOTE: The installed internet browser and its configuration determines the behavior when downloading the report. The internet browser may automatically download the report, open the Save As window, or request if the file should be downloaded.



10.4 Print Report

- 1. Generate the desired report (see Section 10.2 on page 138).
- 2. Perform one of the following print options:
 - Select Print to print the entire report.
 - Select Print Active Page to print the current page.

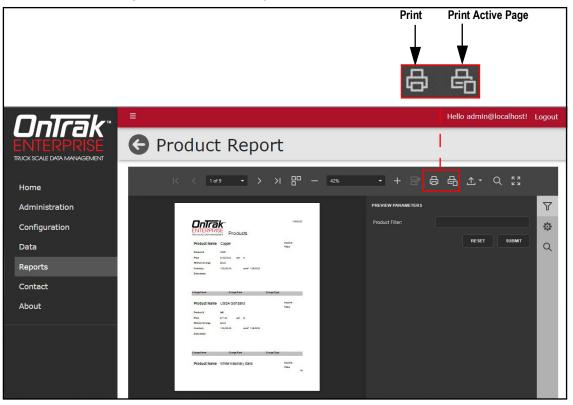


Figure 10-5. Report Print Options

- 3. After a print button is activated, the internet browser's print window displays.
- 4. Complete print window prompts to print the report. Typically a printer must be configured when a Print button selected.

NOTE: The Print window varies depending on internet browser.



11.0 Appendix

11.1 Ticket Formatting Tokens

Qmmp ASCII character value in the ticket. Valid values for "nm" are between 0 and 255. ALTNETUNITS> Atternate Units ALTNETUNITS> Net Weight Alternate Units (No Units) CAPIMAGES> The amount due for this transaction CAPIMAGES> Prints captured images at the bottom of the PDF/TICKET. Images include those captured by the image capture system and ticense plate reader. The images are organized by time stamp. CU> Customer Bill To Address City CUSTBILLADDRCOUNTRY> Customer Bill To Address City CUSTBILLADDRCOUNTRY> Customer Bill To Address Line 3 CUSTBILLADDRCONTRY> Customer Bill To Address Line 3 CUSTBILLADDRCONTRY> Customer Bill To Address Line 3 CUSTBILLADDROSTAL> Customer Bill To Address State Code CUSTDISCNATE> Customer Discount Name CUSTDISCNATE> Customer Discount Rate CUSTDISCNATE> Customer Name CUSTONCEXPL Customer Name CUSTONCEXPL Customer Shill To Address Cuty CUSTSTHADDRONCITY>	Token	Inserted Data
eALTNEYGT> Net Weight Alternate Units (No Units) CAMUAUTDUE> The amount due for this transaction cCAPIMAGES> Thits captured images at the bottom of the PDF/TICKET. Images include those captured by the image capture system and license plate reader. The images are organized by time stamp. cU> Customer 10, if anges at the bottom of the PDF/TICKET. Images include those captured by the image capture system and license plate reader. The images are organized by time stamp. cUSTBILLADDRCOUNTRY> Customer Bill To Address City cUSTBILLADDRLINE1> Customer Bill To Address Line 1 cCUSTBILLADDRLINE1> Customer Bill To Address State Province cUSTBILLADDRRINE1> Customer Bill To Address State/Province cUSTDISCNATE> Customer Discount Name cUSTDISCNATE> Customer Discount Rate cUSTNOTES> Customer Index cUSTNOTES> Customer Notes cUSTNOTES> Customer Notes cUSTNAME> Customer Notes cUSTNAME> Customer Notes cUSTSHIPADDRCITY> Customer Ship To Address Line 1 cUSTSHIPADDRCITY> Customer Ship To Address Line 2 cUSTSHIPADDRCITY> Customer Ship To Address Line 2 cUSTSHIPADDRNENTE>	<@nnn>	ASCII character value in the ticket. Valid values for 'nnn' are between 0 and 255.
cAMOUNTDUE> The amount due for this transaction <capimages> Phints captured images at the bottom of the PDF/TCKET. Images include those captured by the image capture <cus< td=""> Customer ID , if applicable <custbilladdrcity> Customer ID To Address Country <custbilladdrline2> Customer IBI To Address Country <custbilladdrcity> Customer IBI To Address Country <custbilladdrcity> Customer IBI To Address Country <custbilladdrcity> Customer IBI To Address Country <custbilladdrcine2> Customer IBI To Address Country <custbilladdrnine2> Customer IBI To Address Country <custbickadme> Customer IBI To Address Country <custbickadme> Customer IBI To Address Country <custbickadre> Customer Fix <custdiscnate> Customer Fix <custinckame> Customer Ship To Address Country</custinckame></custinckame></custinckame></custinckame></custinckame></custinckame></custinckame></custdiscnate></custbickadre></custbickadme></custbickadme></custbilladdrnine2></custbilladdrcine2></custbilladdrcity></custbilladdrcity></custbilladdrcity></custbilladdrline2></custbilladdrcity></cus<></capimages>	<altnetunits></altnetunits>	Alternate Units
CAPIMAGES> Prints captured images at the bottom of the PDF/TICKET. Images include those captured by the image capture system and license plate reader. The images are organized by time stamp. CQUS Customer Di, if applicable CQUSTBILLADDRCITY> Customer Bill To Address Country CQUSTBILLADDRCOUNTRY> Customer Bill To Address Country CQUSTBILLADDRCOUNTRY> Customer Bill To Address Line 1 CQUSTBILLADDRINE3> Customer Bill To Address Line 3 CQUSTBILLADDRINE3> Customer Bill To Address State/Province CQUSTBILLADDRYSTAL> Customer Bill To Address State/Province CQUSTOLICATC> Customer Discount Name CQUSTOLICATC> Customer Discount Rate CQUSTOLICATC> Customer Name CQUSTOLICATC> Customer Name CQUSTOLICATE> Customer Name CQUSTOLICATE> Customer Ship To Address City CUSTOLICATES> Customer	<altnetwgt></altnetwgt>	Net Weight Alternate Units (No Units)
CVDF MONOCOV system and license plate reader. The images are organized by time stamp. CUD Customer ID, if applicable CUSTBILLADDRCITY> Customer Bill To Address Country CUSTBILLADDRCINTY> Customer Bill To Address Line 1 CUSTBILLADDRONTNY> Customer Bill To Address Line 1 CUSTBILLADDRINE2> Customer Bill To Address Line 2 CUSTBILLADDRONTAL> Customer Bill To Address Stale Code CUSTBILLADDRONTAL> Customer Bill To Address Stale Code CUSTBILLADDRONTAL> Customer Bill To Address Stale Code CUSTDISCHATE> Customer Diaddress Stale Code CUSTDISCHAME> Customer Contact Name CUSTONCANTE> Customer Fax CUSTNONCANE> Customer Fax CUSTNONCANE> Customer Name CUSTNONCANE> Customer Ship To Address Country CUSTNONCONTRY> Customer Ship To Address Line 1 CUSTNONCONTRY> Customer Ship To Address Line 1 CUSTSHIPADDRCONTY> Customer Ship To Address Line 1 CUSTSHIPADDRUNE1> Customer Ship To Address Line 1 CUSTSHIPADDRUNE1> Customer Ship To Address Line 1 CUSTSHIPADDRUNE1>	<amountdue></amountdue>	The amount due for this transaction
CUSTBILLADDRCITY> Customer Bill To Address Country CUSTBILLADDRLINE1> Customer Bill To Address Line 1 CUSTBILLADDRLINE2> Customer Bill To Address Line 1 CUSTBILLADDRNOSTAL> Customer Bill To Address Line 3 CUSTBILLADDROSTAL> Customer Bill To Address Line 3 CUSTBILLADDROSTAL> Customer Bill To Address Stale/Province CUSTONTACT> Customer Bill To Address Stale/Province CUSTONTACT> Customer Bill To Address Stale/Province CUSTONTACT> Customer Contact Name CUSTONTACT> Customer Discount Name CUSTONTACT> Customer Discount Name CUSTONTACT> Customer Pose CUSTONTES> Customer Pose CUSTONTES> Customer Pose CUSTONTES> Customer Phone CUSTPHONDE Customer Ship To Address Country CUSTSHIPADDRCOUNTRY> Customer Ship To Address Line 3 CUSTSHIPADDRCOUNTRY> Customer Ship To Address Stele 2 CUSTSHIPADDRCOUNTRY> Customer Ship To Address Stele 3 CUSTSHIPADDRCOUNTRY> Customer Ship To Address Stele 3 CUSTSHIPADDRCOUNTRY> Customer Ship To Address Stele 3 CUSTSHIPADDRCOUNTRY> Customer Shi	<capimages></capimages>	
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<custshipaddrline1> Customer Ship To Address Line 1 <custshipaddrline2> Customer Ship To Address Line 2 <custshipaddrline3> Customer Ship To Address Postal Code <custshipaddrstate> Customer Ship To Address Postal Code <custshipaddrstate> Customer Ship To Address State/Province <da> Transaction Date in the format of 'MM/dd/yy' <da+< td=""> Transaction Date in the format of 'MM/dd/yy' <da+> Transaction Date in the format of 'MM/dd/yyy' <deliveryaddrcity> Delivery Address City <deliveryaddrcountry> Delivery Address Line 1 <deliveryaddrline2> Delivery Address Line 2 <deliveryaddrline2> Delivery Address Line 3 <deliveryaddrline2> Delivery Address Line 3 <deliveryaddrline2> Delivery Address Line 3 <deliveryaddrline2> Delivery Address State/Province <deliveryaddrstate> Delivery Address State/Province Delivery Address State/Province Delivery Address State/Province Font type = Courier, Helvetica, or Times (Times Roman) ****** Hitalic font = N or 1 For example, Helvetica with font size 25 in italics is defined as: <helvetica, 25,n,i=""></helvetica,></deliveryaddrstate></deliveryaddrline2></deliveryaddrline2></deliveryaddrline2></deliveryaddrline2></deliveryaddrline2></deliveryaddrcountry></deliveryaddrcity></da+></da+<></da></custshipaddrstate></custshipaddrstate></custshipaddrline3></custshipaddrline2></custshipaddrline1>		
<custshipaddrline2> Customer Ship To Address Line 2 <custshipaddrline3> Customer Ship To Address Line 3 <custshipaddrpostal> Customer Ship To Address Postal Code <custshipaddrstate> Customer Ship To Address State/Province <da> Transaction Date in the format of 'MM/dd/yy' <da> Transaction Date in the format of 'MM/dd/yyy' <deliveryaddrcity> Delivery Address City <deliveryaddrcountry> Delivery Address Country <deliveryaddrline2> Delivery Address Line 1 <oeliveryaddrline2> Delivery Address Line 3 <oeliveryaddrune2> Delivery Address Line 3 <deliveryaddrostal> Delivery Address State/Province <deliveryaddrostal> Delivery Address State/Province <deliveryaddrstate> Delivery Address State/Province <deliveryaddrstate> Delivery Address State/Province Defines font and style, where: "Font type = Courier, Helvetica, or Times (Times Roman) *** Fort size = 8 - 48 *** Bold font = N or B ****** The or armple, Helvetica with font size 25 in italics is defined as: <helvetica, 25,n,i=""> <hauleraddrcountry> Hauler Address City <hauleraddrcountry> Hauler Address Country<td></td><td></td></hauleraddrcountry></hauleraddrcountry></helvetica,></deliveryaddrstate></deliveryaddrstate></deliveryaddrostal></deliveryaddrostal></oeliveryaddrune2></oeliveryaddrline2></deliveryaddrline2></deliveryaddrcountry></deliveryaddrcity></da></da></custshipaddrstate></custshipaddrpostal></custshipaddrline3></custshipaddrline2>		
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<deliveryaddrline1> Delivery Address Line 1 <deliveryaddrline2> Delivery Address Line 2 <deliveryaddrline3> Delivery Address Line 3 <deliveryaddrpostal> Delivery Address Postal Code <deliveryaddrstate> Delivery Address State/Province <deliveryaddrstate> Delivery Address State/Province <defines and="" font="" style,="" where:<br=""></defines>*Font type = Courier, Helvetica, or Times (Times Roman) *** Font size = 8 - 48 **** Bold font = N or B ****** Italic font = N or I For example, Helvetica with font size 25 in italics is defined as: <helvetica, 25,n,i=""> <hauleraddrcity> Hauler Address Country <hauleraddrline1> Hauler Address Line 1</hauleraddrline1></hauleraddrcity></helvetica,></deliveryaddrstate></deliveryaddrstate></deliveryaddrpostal></deliveryaddrline3></deliveryaddrline2></deliveryaddrline1>		• •
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<times*,25**,b***,i****> ** Font size = 8 - 48 **** Bold font = N or B ***** Italic font = N or I For example, Helvetica with font size 25 in italics is defined as: <helvetica, 25,n,i=""> <hauleraddrcity> Hauler Address City <hauleraddrcountry> Hauler Address Country <hauleraddrline1> Hauler Address Line 1</hauleraddrline1></hauleraddrcountry></hauleraddrcity></helvetica,></times*,25**,b***,i****>		
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<hauleraddrline1> Hauler Address Line 1</hauleraddrline1>		
	<hauleraddrline2></hauleraddrline2>	Hauler Address Line 2

Table 11-1. Ticket Formatting Tokens



CHALLERADDRINES Hauler Address Tosal Code CHAULERADDRSTATE> Hauler Address State/Province CHAULERCONTACT> Hauler Address State/Province CHAULERCONTACT> Hauler Address State/Province CHAULERCONTACT> Hauler Address State/Province CHAULERRANE> Hauler Address State/Province CHAULERRANE> Hauler Address State/Province CHAULERRANE> Hauler Phone CHAULERRANE> Hauler Phone CHD> Truck ID CIDA Inbound date CIDA Inbound Transaction Time and Date in the format of "mm AMPPM MM/ddyy' CITDA Inbound Transaction Time and Date in the format of "mm AMPPM MM/ddyy' CITDA Inbound Transaction Time and Date in the format of "mm AMPPM MM/ddyy' CITDA Inbound Transaction Time and Date in the format of "mm AMPPM MM/ddyy' CITDA Inbound Transaction Time and Date in the format. CIOBOLIVERDD Indicates CLOSED of the job is Closed, blank if not. CIOBOLIVETATLA The amount of product delivered on the job for the product specified in the transaction. CIOBOLIVERDD The amount of product memaing on the job for the product specified in the transaction.	Token	Inserted Data		
EHAULERADDRPOSTAL> Hauler Address Rosal Code HAULERADDRSTATE> Hauler Contact Name HAULERCADTACT> Hauler Contact Name HAULERCADTACT> Hauler Contact Name HAULERCADNACT> Hauler Name HAULERCANA Hauler Name GDA Inbound Transaction Time and Date in the format of 'num AMPM MM/ddyy' ITD Inbound Transaction Time and Date in the format of 'num AMPM MM/ddyy' ITD Inbound Transaction Time and Date in the format of 'num AMPM'd' ITD Inbound for the product device of the product specified in the transaction. COBCLERCED> The amount of product remaining on the job for the product specified in the transaction. CO	<hauleraddrline3></hauleraddrline3>	Hauler Address Line 3		
EHALLERADDRETATE> Hauler Address State/Province HAULERCONTACT> Hauler Fax HAULERNAME> Hauler Fax HAULERNAME> Hauler Name HAULERNAME> Hauler Name HAULERPHONE> Hauler Name HAULERPHONE> Hauler Name HAULERPHONE> Hauler Name GDA> Inbound date GDA+ Inbound Transaction Time and Date in the format of h:mm AMPM MM/ddyy' CITD> Inbound Transaction Time and Date in the format of h:mm AMPM MM/ddyy' CITD> Inbound Transaction Time in the format of h:mm AMPM MM/ddyy' CIDA Inbound Transaction Time in the format of h:mm AMPM MM/ddyy' CIDA Inbound Transaction Time in the format of h:mm AMPM CIDBALTOTAL> In hearonut of product remaining on the job for the product specified in the transaction. CIOBRONTES> Job discount rate CIOBRONTES> Job discount rate CIOBRONTES> Job discount rate CIOBRONTES> Job discount rate CIOBRONDISCNAME> Job discount rate CIOBRONDISCNAME> Job discount rate CIOBRONDISCNAME> Job		Hauler Address Postal Code		
EHAULERCONTACT> Hauler Contact Name EHAULERCAX- Hauler Name EHAULERPAX- Hauler Name EHAULERPHONE> Hauler Name EHAULERPHONE> Hauler Name CID> Truck ID GIDA> Inbound date CIDA> Inbound Transaction Time and Date in the format of 1h:mm AMPM MM/ddyy' CITDA> Inbound Transaction Time and Date in the format of 1h:mm AMPM MM/ddyy' CITDA> Inbound Transaction Time in the format of 1h:mm AMPM MM/ddyy' CITDA> Inbound Transaction Time and Date in the format of 1h:mm AMPM MM/ddyy' CITDA> Inbound Transaction Time and Date in the format of 1h:mm AMPM MM/ddyy' CITDA> Inbound Transaction Time and Date in the format of 1h:mm AMPM MM/ddyy' CITDA> Inbound Transaction Time and Date in the format of 1h:mm AMPM MM/ddyy' CITDA> Inbound Transaction Time and Date in the format of 1h:mm AMPM MM/ddyy' CIDD Indicates CLOSED if the job is closed, blank if not. CJOBELVERED> The amount of product remaining on the job for the product specified in the transaction. CJOBERODDISCNATE> Job discount name CJOBERODDISCNATE> Job discount name C				
CHAULERFAX> Hauler Pax CHAULERFAX> Hauler Name CHAULERFAX> Hauler Name CHAULERFAX> Inbound date CID> Truck ID CIDA> Inbound date CIDA> Inbound Transaction Time and Date in the format of h:mm AMPM MM/ddyy' CITD4 Inbound Transaction Time and Date in the format of h:mm AMPM MM/ddyy' CITD4 Inbound Transaction Time in the format of h:mm AMPM MM/ddyy' CITD4 Inbound Transaction Time in the format of h:mm AMPM MM/ddyy' CITD4 Inbound Transaction Time in the format of h:mm AMPM MM/ddyy' CITD4 Inbound Transaction Time in the format of h:mm AMPM MM/ddyy' CIDBALVERED5 Indicates CLOSED if the job is closed, blank if not. CIOBDALVERED5 The amount of product remaining on the job for the product specified in the transaction. CIOBRODDISCNME5 Job Motes CIOBRODDISCNME5 Job discount rate CIOBRODDISCNME5 Job discount rate CIOBRODDISCNME5 Job discount rate CIOBRODDISCNME5 Job discount rate CIOBRODISCNME5 Job discount rate CIOBRODISCNME5 Job discount rate<				
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eHAULERPHONE> Hauler Phone dD> Truck ID dDA> Inbound date eIDA> Inbound date eIDA> Inbound date eIDA> Inbound date eIDA> Inbound Transaction Time and Date in the format of h:mm AM/PM MM/ddyy' eITD> Inbound Transaction Time in the format of h:mm AM/PM MM/ddyy' eITD> Inbound Transaction Time in the format of h:mm AM/PM' eITD> Inbound Transaction Time in the format of h:mm AM/PM' eITD> Inbound filme eIDA Inbound filme eIDA Indicates CLOSED If the job is closed, blank if not. c/OBDREXED> The amount of product remaining on the job for the product specified in the transaction. c/OBNNE> Job b Notes c/OBRODISCNATE> Job discount rate c/OBRODISCNATE>				
4D> Truck ID 4IDA> Inbound date 4IDA+ Inbound date 4IDA+ Inbound Transaction Time and Date in the format of "h:mm AM/PM MM/ddyy' 4ITD+ Inbound Transaction Time in the format of "h:mm AM/PM MM/ddyy' 4ITD- Inbound Transaction Time in the format of "h:mm AM/PM MM/ddyy' 4ITD- Inbound Transaction Time in the format of "h:mm AM/PM MM/ddyy' 4ITD- Inbound Transaction Time in the format of h:mm AM/PM MM/ddyy' 4ITD- Inbound Transaction Time in the format of h:mm AM/PM MM/ddyy' 4IDE- Inbound Transaction Time in the format of h:mm AM/PM MM/ddyy' 4IDE- Inbound Transaction Time in the format of h:mm AM/PM MM/ddyy' 4IDE- Inbound Transaction Time in the format of h:mm AM/PM MM/ddyy' 4IDE- Job ID: f applicable 4D8 4IOBCURCED> The amount of product remaining on the job for the product specified in the transaction. 4IOBCDISCNAME> Job discount rane 4IOBCDISCNATE>				
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<pre></pre>				

Table 11-1. Ticket Formatting Tokens (Continued)



Token	Inserted Data
<tr3></tr3>	Truck Net Weight
<tr3wgt></tr3wgt>	Truck Net Weight (No Units)
<trailer1id></trailer1id>	Trailer 1 ID
<trailer2id></trailer2id>	Trailer 2 ID
<trailer3id></trailer3id>	Trailer 3 ID
<tranid></tranid>	Transaction ID
<transnotes></transnotes>	Transaction Notes
<truckname></truckname>	Truck Name
<trucktareacq></trucktareacq>	Truck Tare Acquired Date
<trucktareexp></trucktareexp>	Truck Tare Expiration Date
<units></units>	Only units
<user></user>	The name of the user/operator that performed the transaction.
<ufl1></ufl1>	User field label 1
<ufd1></ufd1>	User field 1
<ufl2></ufl2>	User field label 2
<ufd2></ufd2>	User field 2
<ufl3></ufl3>	User field label 3
<ufd3></ufd3>	User field 3
<vedor></vedor>	Vendor name
<vendname></vendname>	Vendor name
<vendphone></vendphone>	Vendor phone number
<vendfax></vendfax>	Vendor fax number
<vendcontact></vendcontact>	Vendor contact name
<vendnotes></vendnotes>	Vendor notes
<venddiscname></venddiscname>	Vendor discount name
<venddiscrate></venddiscrate>	Vendor discount rate
<vendproddiscrate></vendproddiscrate>	Vendor
<vendbilladdrline1></vendbilladdrline1>	Vendor Billing address 1
<vendbilladdrline2></vendbilladdrline2>	Vendor Billing address 2
<vendbilladdrline3></vendbilladdrline3>	Vendor Billing address 3
<vendbilladdrcity></vendbilladdrcity>	Vendor address City
<vendbilladdrstate></vendbilladdrstate>	Vendor address state/province
<vendbilladdrpostal></vendbilladdrpostal>	Vendor address Postal Code
<vendbilladdrcountry></vendbilladdrcountry>	Vendor address Country
<vendshipaddrline1></vendshipaddrline1>	Vendor shipping address 1
<vendshipaddrline2></vendshipaddrline2>	Vendor shipping address 2
<vendshipaddrline3></vendshipaddrline3>	Vendor shipping address 3
<vendshipaddrcity></vendshipaddrcity>	Vendor shipping address city
<vendshipaddrstate></vendshipaddrstate>	Vendor shipping address state/province
<vendshipaddrpostal></vendshipaddrpostal>	Vendor shipping address postal code
<vendshipaddrcountry></vendshipaddrcountry>	Vendor shipping address country

Table 11-1. Ticket Formatting Tokens (Continued)

11.2 API Information

11.2.1 Generate API Documentation

- 1. Access the About page.
- 2. Select the API Documentation link.

OnTrak		Hello	admin@localhost! Logout	
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	About OnTrak Enterprise			
Home Administration Configuration Data Reports Contact	AboutVersion3.0.0.0Buid DateWed 11/02/2022 14:19:52.57© 2020-2023 Rice Lake Weighing SystemsView the PDF manualExplore the Virger API	Licensee admin Issue Date Friday, Dec Sales Order 12345678 Features	U UCQX 1111 ember 9, 2022	
About	OnTrak Enterprise API definition file v1.0 (OpenAPI 3.0) API Documentation	Feature Base Application Klosk Support	Licensed True True	
	API Documentation Link	Image Capture External REST API	True	

Figure 11-1. About Page with API Documentation Link

- 3. OnTrak Enterprise API Documentation Page appears.
- 4. Select Generate PDF.

gout

Figure 11-2. On Trak Enterprise API Documentation Page with Generate PDF Identified

5. Review the API documentation (see Figure 11-3 on page 145).

NOTE: The installed internet browser and its configuration determines the behavior when selecting Generate PDF. The internet browser may automatically open the PDF in a tab, download the PDF, open the Save As window, or request if the file should be downloaded. In this example, the PDF automatically opened in a tab.

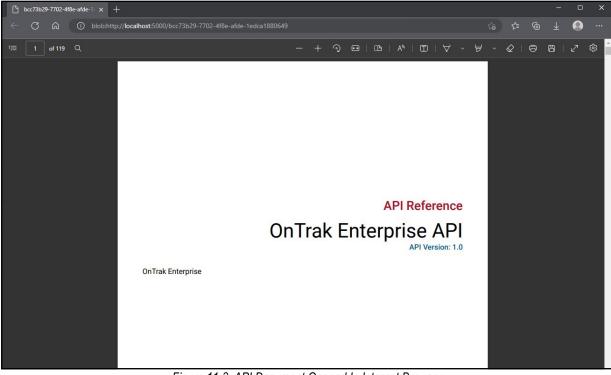


Figure 11-3. API Document Opened In Internet Browser

11.2.2 Explore API with Swagger™

NOTE: For more information about parameters, review API documentation (see Section 11.2.1 on page 144).

- 1. Access the **About** page.
- 2. Select the Explore the OnTrak Enterprise API link.

OnTrak	E			Hello admin	@localhost!	Logoul
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	About On1	rak Enterprise	2			
Home	About		Licensin	g		
Administration	Version	3.5.0.0	Trial Mode Device Id	I6 SIJS		
Configuration Data	Build Date	Wed 02/21/2024 7:57:45.66	Licensee Rice Lake Wei Issue Date Thursday, Jun			15
Reports	Legal (LFT) Version	1.0.0.0	Sales Order	12345678		
Contact	Certificate of Conformance	NTEP CC 23-098	Features			
About			Feature		Licensed	
	© 2020-2024 Rice Lak	e Weighing Systems	Base Applicati	on	True	
	Explore the OnTrak En		Kiosk Support		True	
		OnTrak Enterprise API definition file v1.0		e	True	
	(OpenAPI 3.0)		External REST	API	True	
	API Documentation	xplore the OnTrak Link	License Plate Reader		True	

Figure 11-4. Explore the OnTrak Enterprise API Link

- 3. The Swagger UI load screen displays.
- 4. Select the desired **API Version**.
- 5. Select Load.

Swagger UI × +				-	0	×
← C බ 0 localhost:5000/swagger/index.html			A ^N Q t₀ t≞		0	
← Back to OnTrak Enterprise	API Version	v1.0		~	Load	^
		•				
		Version		Load	Buttor	
	AFI	VEI 51011		LOad	Duttor	

Figure 11-5. Load API Option

- 6. The API load in Swagger UI.
- 7. Review the API in Swagger UI as needed.

Swagger UI × +					0	×
← C û localhost:5000/swagger/index.html			ć @		0	
← Back to OnTrak Enterprise	API Version	v1.0		~	Load	Î
Swagger/v1.0/swagger.json				Ex	plore	
OnTrak Enterprise API ⁽¹⁰⁾ (ASS) /swagger/v1.0/swagger/son OnTrak Enterprise				Authorize)
Authenticate					\sim	
POST /api/Authenticate/login Login to obtain a token for use with the APIs.						
Charge					\sim	
DELETE /api/Charge Delete a charge entity. (Auth roles: Administrator, API Super-User, Administrator, API	Super-User, API User)				-	
GET /api/Charge Returns a list of all Charges. (Auth roles: Administrator, API Super-User, API User)					â	
POST /api/Charge Add a new charge using the data in the charge model. (Auth roles: Administrator.API	Super-User, API User)					

Figure 11-6. On Trak Enterprise API in Swagger



11.2.3 OnTrak Enterprise API Definition

NOTE: For more information about parameters, review API documentation (see Section 11.2.1 on page 144).

- 1. Access the About page.
- 2. Select the OnTrak Enterprise API definition file v1.0 (OpenAPI 3.0) link.

OnTrak	≡			Hello admi	n@localhost! Logout
ENTERPRISE TRUCK SCALE DATA MANAGEMENT	About OnT	rak Enterprise	e		
Home	About		Licensin	g	
Administration	Version	3.5.0.0	Trial Mode Device Id	False	
Configuration Data	Build Date	Wed 02/21/2024 7:57:45.66	Licensee Issue Date	5DPQ TRCF R Rice Lake We Thursday, Jur	ighing Systems
Reports	Legal (LFT) Version	1.0.0.0	Sales Order	12345678	
Contact	Certificate of Conformance	NTEP CC 23-098	Features		
About	© 2020-2024 Rice Lak	- Weishing Custome	Feature		Licensed
	View the PDF manual	e weigning systems	Base Applicati	on	True
© 2020-2024 Rice Lake Weighing Systems	Explore the OnTrak Ent	terprise API	Kiosk Support	Kiosk Support	
	OnTrak Enterprise API	definition file v1.0	Image Captur	Image Capture	
	(OpenAPI 3.0) API Documentation		External REST API		True
	OnTrak Enterprise AP	T I Definition Link	License Plate	Reader	True

Figure 11-7. OnTrak Enterprise API Definition ... Link

- 3. The API definition appears in the internet browser.
- 4. Review the API definition as needed.

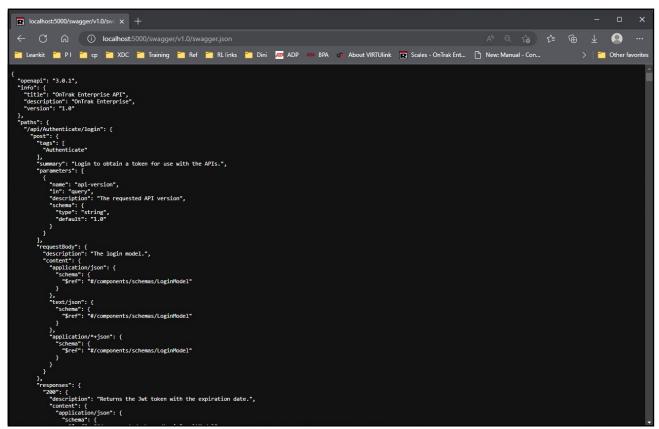


Figure 11-8. OnTrak Enterprise API Definition

11.3 OnTrak Enterprise Database Maintenance Application

OnTrak Enterprise Versions 3.1.0.0 and higher include the Database Maintenance application. The Database Maintenance application provides two functions:

- Backing up the database
- Restoring the database

NOTE: Backup and restore functions, must be executed on the computer that contains the database.

Backup and restore functions may require elevated permissions or modification for Windows Account, SQL server and Windows services.

It is recommended to make regular backups.

This section discusses the following topics:

- Launch Database Maintenance Application (see Section 11.3.1 on page 148)
- Backup Database (see Section 11.3.2 on page 149)
- Restore Database (see Section 11.3.3 on page 152)

11.3.1 Launch Database Maintenance Application

- 1. Perform one of the following to launch the Database Maintenance application:
 - A. Launch Database Maintenance from the Start menu.



Figure 11-9. Database Maintenance Application Icon

- B. Launch **MSSqlMaintenance.exe** from the file path: C:\Program Files\Rice Lake Weighing Systems\OnTrak Enterprise\DBMaint\
- 2. The application appears.

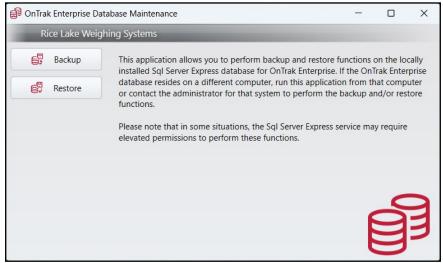


Figure 11-10. On Trak Enterprise Database Maintenance Application



11.3.2 Backup Database

- 1. Launch the Database Maintenance application (see Section 11.3.1 on page 148).
- 2. Select Backup.

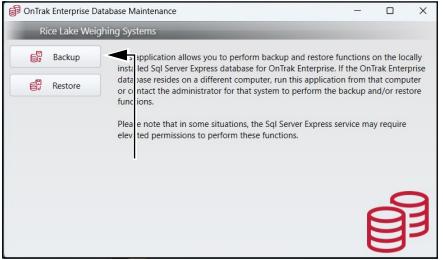


Figure 11-11. Backup Option Identified in OnTrak Enterprise Database Maintenance

- 3. The application displays the Destination field and Backup button.
- 4. Depending on the Destination field, perform one of the following:

NOTE: The application automatically adds the file path and name of the last backup in the Destination field. If a backup has not been created previously, the Destination field displays blank.

A. If the Destination field displays the correct file path and name, select Backup. Proceed to step Step 5 on page 151.

🗿 OnTral	k Enterprise Da	atabase Maintenance					×
Ri	ice Lake Weig	ghing Systems					
	Backup	Enter the destination	folder and filename for th	ne database backu	n lfth	e file evic	te it
e.	Restore	will be overwritten wi			p. n. ui	e nie exis	is, ii
		Destination:	C:\backup\DB-5892.bak				
			A				
						I.	
						V	
						Backup	

Figure 11-12. Backup Button Identified in OnTrak Enterprise Database Maintenance



- B. If the Destination field is blank or a new file name is required, configure the backup as follows:
 - B.1 Select ...

💕 OnTral	k Enterprise Da	tabase Maintenance		_		×
Ri	ice Lake Weig	hing Systems				
	Backup	Enter the destination	folder and filename for the datab	aca backup lf ti	ho filo ovic	to it
E.	Restore	will be overwritten wi	folder and filename for the databa ith the new backup.	ise backup. II u	ne me exis	ts, n
		Destination:				
				Ť		
					Backup	

Figure 11-13. ... Button Identified in OnTrak Enterprise Database Maintenance

- B.2 The File Explorer displays.
- B.3 Navigate to the desired file path.
- B.4 Enter the desired file name for backup file in the File Name field.
- B.5 Select Save.

NOTE: The file type may not be changed, only the Database Backup (*.bak) file type is available.

Backup Destination				×
\leftarrow \rightarrow \checkmark \uparrow \blacktriangleright This PC \rightarrow OS (C:) \rightarrow backup		~ C		م
Organize 👻 New folder				I • ?
✓ [™] OS (C:)	Name		Date modified	Туре
> 🖿 \$GetCurrent		No items match yo	ur search.	
> 🖿 \$WinREAgent				
> 🛅 517e60aca21169f0356e				
> 🖿 adobeTemp				
> 🦰 AITEMP				
> 🖿 Apps				
🖿 backup				
> D-DRIVE				
File <u>n</u> ame: DB-5982				~
Save as type: Database Backup (*.bak)				
∧ Hide Folders	=		<u>S</u> ave	Cancel .:

Figure 11-14. File Explorer with Backup Information Configured

- B.6 The File Explorer closes and the application displays the file name and path in the destination field.
- B.7 Select Backup.

🖨 OnTrak Enterprise D	OnTrak Enterprise Database Maintenance				×
Rice Lake Wei	ghing Systems				
Backup		6-1-1		16 alto - 61	
Restore	will be overwritten w	folder and filename for the datab ith the new backup.	base backup.	If the file e	XISTS, IT
	Destination:	C:\backup\DB-5892.bak			
				Backu	ıp

Figure 11-15. Backup Button in OnTrak Enterprise Database Maintenance

5. The application initiates the backup process. While the application creates the database backup, it displays: Performing Backup...

🗐 OnTral	k Enterprise Da	tabase Maintenance					×
Ri	ce Lake Weig	hing Systems					
	Backup	Enter the destination	folder and filenam	e for the database bac	kup lf th	o filo ovis	to it
E.	Restore	will be overwritten wi			kup. ir tri	e me exis	us, it
		Destination:	C:\Users\paushe\D	esktop\New OnTrak\te	est		
			Performi	ng Backup	•		
				▲			
						Backup	

Figure 11-16. Performing Backup Notification

- 6. When the backup is complete, a prompt notifies the operation was successful.
- 7. Select OK to close the prompt.

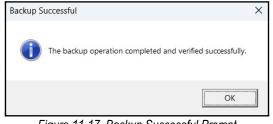


Figure 11-17. Backup Successful Prompt

11.3.3 Restore a Database

- 1. Launch the Database Maintenance application (see Section 11.3.1 on page 148).
- 2. Select Restore.



Figure 11-18. Restore Option Identified in OnTrak Enterprise Database Maintenance

3. Depending on the Source field, perform one of the following:

NOTE: The application automatically adds the file path and name of the last backup in the Source field. If a backup has not been previously created, the Source field displays blank.

A. If the Source field displays the correct file path and name, select **Restore**. Proceed to step Step 4 on page 154.

💕 OnTral	k Enterprise Da	tabase Maintenance		-		×
Ri	ce Lake Weig	hing Systems				
	Backup					
e.	Restore	Enter the source path and filename for the data	base restore.			
		Source: C:\backup\DB-5982.bak				
					Restore	

Figure 11-19. Restore Button Identified in OnTrak Enterprise Database Maintenance



- B. If the Source field is blank, configure the field as follows:
 - B.1 Select ...

🗊 OnTral	c Enterprise Data	abase Maintenance	-		×
Ri	ce Lake Weigh	ning Systems			
	Backup				
E.	Restore	Enter the source path and filename for the database restore.			
		Source:			
		▲			
				Restore	

Figure 11-20. ... Button Identified in OnTrak Enterprise Database Maintenance

- B.2 The File Explorer appears.
- B.3 Navigate to and select the desired backup file.
- B.4 Select Open.

Backup Source File					×
$\leftarrow \rightarrow ~ \checkmark ~ \uparrow$	This PC > OS (C:) > backup	~	С		م
Organize 👻 New					?
🗸 🚔 OS (C:)	Name	Date modified	Туре	Size	
> 🖿 \$GetCurrent	DB-5982.bak	4/26/2023 11:49 AM	BAK File	е 7,577 КВ	
> 🖿 \$WinREAgent	٨				
> 🛅 517e60aca211	$\square \square \square$				
> 🖿 adobeTemp					
> 🛅 AITEMP					
> 🛅 Apps					
🚞 backup					
> 🛅 D-DRIVE					
File	e <u>n</u> ame: DB-5982.bak			Database Backup (*.bak)	
				. <u>O</u> pen Cance	el

Figure 11-21. File Explorer with Backup Selected



- B.5 The application displays Source field with the file path and name configured.
- B.6 Select Restore.

OnTrak Enterprise Database Maintenance					
Rice Lake Weighing Systems					
	Backup				
E,	Restore	Enter the source path	h and filename for the database restore.		
		Source:	C:\backup\DB-5982.bak		
					V
					Restore

Figure 11-22. Restore Button in OnTrak Enterprise Maintenance

4. The application starts the restore process. While the application restores the database, it displays: Performing Restore...

🗃 OnTrak Enterprise Database Maintenance						×
Rice Lake Weighing Systems						
	Backup					
.	Restore	Enter the source path	and filename for the database restore.			
		Source:	C:\backup\DB-5982.bak			
			Performing Restore	•		
					Restore	

Figure 11-23. Performing Restore Notification

- 5. When restoration is complete, a prompt notifies the operation was successful.
- 6. Select **OK** to close prompt.

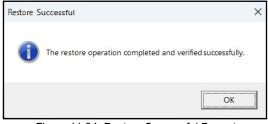


Figure 11-24. Restore Successful Prompt





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