



ActivityTracker.net

A Real-Time Solution for Enforcement of Parking and Towing Policies

Introduction

ActivityTracker.net is an Internet program for Associations, Property Managers and Security Patrols to facilitate the enforcement of parking and towing policies. This program was developed specifically for use by Owners Associations to address these enforcement challenges:

- The Association enforces its own parking and towing policies
- Citations and guests are tracked daily to determine a vehicle's tow eligibility
- Paperwork for tracking becomes overwhelming
- The Association bears the expense of wrongful tows
- Towing mistakes create ill will
- Breakdowns in the tracking system result in reduced enforcement
- Reduced enforcement frustrates owners who make the effort to comply
- Documentation for dispute resolution is not readily available

ActivityTracker.net is software that runs from any standard Internet browser and offers these rich features:

- A centralized web server maintains a complete database of registered vehicles and related activities.
- Residents and Managers have instant access to register guests or check on a vehicle's tow status
- Board Members and Managers can download comprehensive activity reports, vehicle tow and guest lists
- Policies are adaptable to site-specific CC&Rs
- Mobile PC screens enable on-site personnel to check tow-eligibility or input citations in real-time
- Photographs can be attached to activity reports as valuable supporting documentation

The following sections offer quick-start tutorials for using the site in each of two identities:

- Logged in as an authenticated user (e.g. Property Manager, Board Member or Enforcement Patrol)
- An anonymous user (e.g. Owner or Resident)

Administrators Tutorial

[Login](#) [Register Guests](#)

This area is reserved for administrators.

To register a guest vehicle, it is not necessary to log in. Click here to [Register Guests](#)

Log In

User Name:

Password:

Remember me next time.

[Forgot your password?](#)
[Mobile PC Login](#)

Administrators can access the demonstration site with the following login information:

User Name: **administrator**
Password: **password**

Log In

User Name:

Password:

Remember me next time.

Enter a vehicle license number and click the **Search** button. If the vehicle is not found in the database, the following screen appears:

Login Register Guests **Vehicle Activity** Reports Setup

Enter all or part of a vehicle license plate:

123def Search or choose from a list: <Select>

Begins with
 Contains
 Exact match

Vehicle license plate was not found. Click below to add this vehicle:
Add Vehicle

Click the Add Vehicle button and submit the following form:

Login Register Guests **Vehicle Activity** Reports Setup

To add a vehicle license plate to the database, fill in the form and click **Submit**:

Vehicle Information	
License Tag:	123def
State:	CA
Year:	2004
Make:	FORD
Model:	F-350
Color:	BLACK
Resident Name:	SMITH
Resident Address:	123 OAK
Resident Phone:	209 555 1212
Resident EMail:	JSMITH@domain.com
Guest:	<input type="checkbox"/>

Submit Cancel

A status screen confirms that the vehicle has been added to the database. Note that since this is a new vehicle, there are no activity reports or registered visits.

Login Register Guests **Vehicle Activity** Reports Setup

Enter all or part of a vehicle license plate:
123def Search or choose from a list: <Select>

Begins with
 Contains
 Exact match

Vehicle Information	Status of 123DEF on 6/2/2007
License: 123def	NOT Visiting as a Guest as of Today
State: CA	0 citations for parking older than 96 hours
Year: 2004	Not eligible for tow
Make: FORD	
Model: F-350	
Color: BLACK	
Name: SMITH	
Address: 123 OAK	
Phone: 209 555 1212	
Email: JSMITH@domain.com	
Guest: <input type="checkbox"/>	
Confirmed: <input type="checkbox"/>	
Edit Delete	
Enter New Activity for 123DEF	

There is no recorded activity for this vehicle

Add an Activity Report:

Login Register Guests Vehicle Activity Reports Setup	
Fill in the form and click Submit :	
Add an Activity Report	
License Plate:	<input type="text" value="123def"/>
Activity Date:	<input type="text" value="6/2/2007 3:59:56 PM"/>
Logged By:	<input type="text" value="dlieberman"/>
Location:	<input type="text" value="123 OAK"/>
Reason for report (required)	<div style="border: 1px solid gray; padding: 2px;"><ul style="list-style-type: none">Blocking AccessImproperly ParkedMinimum waiting period has elapsedOther (see comments)Parked in DISABLED PERSONS Space without ID<li style="background-color: #000080; color: white;">Parked in NO PARKING zone</div>
Cited?	<input checked="" type="checkbox"/>
Towed?	<input type="checkbox"/>
Citation #:	<input type="text" value="8001"/>
Comments:	<div style="border: 1px solid gray; height: 40px;"></div>
Attachment:	<input type="text"/> <input type="button" value="Browse..."/>
<input type="button" value="Submit"/> <input type="button" value="Cancel"/>	

The vehicle status screen displays the Activity Report that was just added.

[Login](#)
[Register Guests](#)
[Vehicle Activity](#)
[Reports](#)
[Setup](#)

Enter all or part of a vehicle license plate:

or choose from a list:

Begins with
 Contains
 Exact match

Vehicle Information	Status of 123DEF on 6/2/2007
License: 123def	NOT Visiting as a Guest as of Today
State: CA	0 citations for parking older than 96 hours
Year: 2004	Not eligible for tow
Make: FORD	<input type="button" value="No Registered Visits"/>
Model: F-350	
Color: BLACK	
Name: SMITH	
Address: 123 OAK	
Phone: 209 555 1212	
E-Mail: JSMITH@domain.com	
Guest: <input type="checkbox"/>	
Confirmed: <input type="checkbox"/>	
Edit Delete	
<input type="button" value="Enter New Activity for 123DEF"/>	

	Activity Date	Location	Reason	Cited	Towed	Comments	Attach	
Edit	6/2/2007 11:22 PM	123 OAK	Parked in NO PARKING zone	<input checked="" type="checkbox"/>	<input type="checkbox"/>		None	Details

If the citation is more than 96 hours old, the vehicle becomes eligible for tow and the vehicle status screen changes to the following:

[Login](#) [Register Guests](#) [Vehicle Activity](#) [Reports](#) [Setup](#)

Enter all or part of a vehicle license plate:

or choose from a list:

Begins with
 Contains
 Exact match

Vehicle Information	Status of 123DEF on 6/2/2007
License: 123def	NOT Visiting as a Guest as of Today
State: CA	1 citation for parking older than 96 hours
Year: 2004	ELIGIBLE FOR TOW
Make: FORD	<input type="text" value="No Registered Visits"/>
Model: F-350	
Color: BLACK	
Name: SMITH	
Address: 123 OAK	
Phone: 209 555 1212	
E-Mail: JSMITH@domain.com	
Guest: <input type="checkbox"/>	
Confirmed: <input type="checkbox"/>	
Edit Delete	
<input type="button" value="Enter New Activity for 123DEF"/>	

	Activity Date	Location	Reason	Cited	Towed	Comments	Attach	
Edit	5/28/2007 11:22 PM	123 OAK	Parked in NO PARKING zone	<input checked="" type="checkbox"/>	<input type="checkbox"/>		None	Details

Other Things to Try as Administrator

- View a list of vehicles eligible for tow (Report link on menu bar)
- View the guest list (Report link on menu bar)
- Add a reason to the list of reason codes (Setup link on menu bar)
- Add a user account (Setup link on menu bar)
- Log in and browse the Mobile PC pages (link is available on the Login page)

Residents (Anonymous) Tutorial

[Login](#) [Register Guests](#)

This area is reserved for administrators.

To register a guest vehicle, it is not necessary to log in. Click here to [Register Guests](#)

Log In

User Name:

Password:

Remember me next time.

[Forgot your password?](#)
[Mobile PC Login](#)

Residents and owners can register vehicles and guests on the **ActivityTracker** site without the need to log in. Users that access a site without logging in are sometimes referred to as *anonymous* users. Click the **Register Guests** link as follows:

Guest Vehicle Registration

Welcome to the resident's area. This form will allow you to register a guest's vehicle or check on the status of a vehicle already in the system. Please enter a license plate and click **Submit**:

Vehicle Identification

License Plate:

Since the license plate used in the snapshot above was found in the database (see Administrators Tutorial), the current status of the vehicle is retrieved. To register a guest visit for this license plate, confirm the email address on file and click the **Register a New Visit** button:

Guest Vehicle Registration

Welcome to the resident's area. This form will allow you to register a guest's vehicle or check on the status of a vehicle already in the system. Please enter a license plate and click **Submit**:

Vehicle Identification

License Plate:

Status of 123DEF on 6/3/2007

NOT Visiting as a Guest as of Today

0 citations for parking older than 96 hours

Not eligible for tow

No registered visits

Your Email address is required to register or delete visits:

Choose the starting date of the anticipated visit and the length of the visit in days.
Then click the **Submit** button:

Guest Vehicle Registration

Please provide the information in the form below and click **Submit**:

Register a Guest's Visit	
License Plate:	123DEF
State:	CA
Year:	2004
Make:	FORD
Model:	F-350
Color:	BLACK
Resident's Name:	SMITH
Resident's Address:	123 OAK
Resident's Phone:	209 555 1212
Resident's Email (required for future changes):	JSMITH@domain.com
Select a Starting Date for Visit:	< June 2007 >
	Su Mo Tu We Th Fr Sa
	27 28 29 30 31 1 2
	3 4 5 6 7 8 9
	10 11 12 13 14 15 16
	17 18 19 20 21 22 23
	24 25 26 27 28 29 30
	1 2 3 4 5 6 7
Duration of Visit:	2 day(s)
<input type="button" value="Submit"/> <input type="button" value="Cancel"/>	

The status of the vehicle is updated to reflect the upcoming visit. While the visit is in progress, the vehicle license plate number will appear on the administrator's Guest list and will not be eligible for tow:

Guest Vehicle Registration

Welcome to the resident's area. This form will allow you to register a guest's vehicle or check on the status of a vehicle already in the system. Please enter a license plate and click **Submit**:

Vehicle Identification
License Plate: <input type="text" value="123def"/>
<input type="button" value="Submit"/>

Status of 123DEF on 6/3/2007
NOT Visiting as a Guest as of Today
0 citations for parking older than 96 hours
Not eligible for tow

Visit Begins	# Days
Delete 06/11/2007	2

Your Email address is required to register or delete visits:

