



## 'Incident Commander Pro' V7 – Beacon Tracking and Messaging

### Section 1: Creating a GeoPro Tracking/Messaging Account

- for DeLorme InReach, Messenger and Nano device use with 'Incident Commander Pro'



<http://www.geoprosolutions.com/>



### Section 2: Email Account Configuration - for Tracking Beacons in 'Incident Commander Pro'

#### Section 1: Introduction

##### GeoPro Account (Tenant) Creation and Setup Form

For New and Existing Government and Enterprise Tenants (March 22, 2012)

This GeoPro Account (Tenant) Configuration Form identifies the information required and the rationale for it. The objective is to ensure that when a tenant account is created, or later modified, it is setup to provide the most effective productivity and safety service available.

#### Basic Account Information

A GeoPro (tenant) account setup requires, at a minimum, the information below.

This information is used to create the (tenant) account, with the GeoPro Admin as the default contact for the Emergency and Escalation Response Teams.

- Account (Tenant) Name
- Account (Tenant) time zone
- GeoPro Admin's name
- GeoPro Admin's email
- GeoPro Admin's cell phone number

#### Adding Users/Devices

When a new user/tracking device is added, the following information is needed:

- User/Device Name
- User/Device email – this must be unique across users, regardless if real or not
- Organization Name (accept default)
- User/Device Role (Administrator or Device User only)
- User/Device Time Zone (this is the time zone in which the user normally operates)
- Default Emergency Response Team (accept default)
- Default Escalation Response Team (accept default)

Optionally, select a device to assign to the user.

#### 'Incident Commander Pro' (target) Message-Center Email Address

Additional information required is the target recipient's email name and email address

– i.e. the Device Name and the 'Incident Commander Pro' Message-Center Email Address.

# GeoPro Account (Tenant) Configuration Form

## Account (Tenant) Information

**Table 1 - Basic account setup information: (\* denotes specific to 'Incident Commander Pro')**

Account (Tenant) Name: (or Tenant ID if existing customer)	<b>SARTECHNOLOGY</b>
Account (Tenant) Time Zone: (e.g. PST - Pacific Standard Time)	<b>PST</b>
Account (Tenant) Admin's name	<b>Martin Colwell</b>
Account (Tenant) Admin's email	<b>sartechnology@telus.net</b>
(Optional) Tenant Admin's cell phone and Country	<b>604 816 4778</b>
*Name of email target receiver: (e.g. <b>Track Messages</b> ) (Where Track = first name Messages = last name)	<b>Track Messages</b>
 *'Incident Commander Pro' (target) <b>Message-Center</b> <b>Email Address:</b> e.g. <b>trackmessages@gmail.com</b>	<b>sarmessages@gmail.com</b>

## Safety Information (Default Response Team – RT)

**Table 2 - External Address Book Contacts (email addresses must be unique per user)**

Contact's First name:	<b>Sandro</b>
Contact's Last name:	<b>Frei</b>
Contact's Email address:	<b>primista@gmail.com</b>
Contact's SMS number and Country Code (recommended):	<b>604 725 3637</b>

Contact's First name:	<b>Brent</b>
Contact's Last name:	<b>Calkin</b>
Contact's Email address:	<b>brentcalkin@yahoo.com</b>
Contact's SMS number and Country Code (recommended):	<b>604 341 6176</b>

Contact's First name:	<b>Doug</b>
Contact's Last name:	<b>Brown</b>
Contact's Email address:	<b>dougbrownvancouver@gmail.com</b>
Contact's SMS number and Country Code (recommended):	<b>778 990 5614</b>

**Table 3 - Internal (GeoPro) Users/Devices – In addition to Super Admin**  
 (Each email addresses must be unique for each user/device)

**Enter the Super Admin User Information:**

User's First Name:	<b>Martin</b>
User's Last Name:	<b>Colwell</b>
User's Email address:	<b>sartechology@telus.net</b>
Organization Name:	<b>SAR Technology Inc.</b>
Role of the User ( e.g. Admin):	<b>Admin</b>
Time Zone of the user: (e.g. PST - Pacific Standard Time)	<b>PST</b>
SMS Number and Country Code: (recommended)	<b>604 816 4778</b>
Office or other Contact Number: (Optional)	<b>604 921 2488</b>

**Note: Each Device First-Name and Last-Name will be joined together to create the Device Name**

(e.g. Device/First name: **SAR** + Device/Last Name: **TECH1** = Device Name: **SARTECH1**)

(Tip: Use simple uppercase names with no spaces or special characters)

The combined DeviceName (e.g. SARTECH1) is the exact BeaconName read by 'Incident Commander Pro'



**Enter the Device/User Information:**

<b>Device IMEI (ID) Number:</b> (e.g. 300234011287870)	<b>300434060119070</b>
<b>Device/First name</b> (e.g. SAR):	<b>SAR</b>
<b>Device/Last name</b> (e.g. TECH1):	<b>TECH4</b>
<b>Device</b> Email address: (e.g sartech1@gmail.com)	<b>sartech004@gmail.com</b>
Organization Name:	<b>SAR Technology Inc.</b>
Role of the Device/User: (e.g. Device User):	<b>Device User</b>
Time Zone of the User (e.g. PST):	<b>PST</b>
SMS Number and Country Code: (recommended)	<b>604 816 4778</b>
Office or other Contact Number (Optional):	<b>604 921 2488</b>



**Enter the Device/User Information:**

<b>Device IMEI (ID) Number:</b> (e.g. 300234011287870)	<b>300434060219840</b>
<b>Device/First name</b> (e.g. SAR):	<b>SAR</b>
<b>Device/Last name</b> (e.g. TECH2):	<b>TECH5</b>
<b>Device Email address:</b> (e.g. sartech2@gmail.com)	<b>sartech005@gmail.com</b>
<b>Organization Name:</b>	<b>SAR Technology Inc.</b>
<b>Role of the Device/User:</b> (e.g. Device User):	<b>Device User</b>
<b>Time Zone of the User</b> (e.g. PST):	<b>PST</b>
<b>SMS Number and Country Code:</b> (recommended)	<b>604 816 4778</b>
<b>Office or other Contact Number (Optional):</b>	<b>604 921 2488</b>



**Enter the Device/User Information:**

<b>Device IMEI (ID) Number:</b> (e.g. 300234011287870)	<b>300434060201520</b>
<b>Device/First name</b> (e.g. SAR):	<b>SAR</b>
<b>Device/Last name</b> (e.g. TECH3):	<b>TECH6</b>
<b>Device Email address:</b> (e.g. sartech3@gmail.com)	<b>sartech006@gmail.com</b>
<b>Organization Name:</b>	<b>SAR Technology Inc.</b>
<b>Role of the Device/User</b> (e.g. Device User):	<b>Device User</b>
<b>Time Zone of the User</b> (e.g. PST):	<b>PST</b>
<b>SMS Number and Country Code:</b> (recommended)	<b>604 816 4778</b>
<b>Office or other Contact Number (Optional):</b>	<b>604 921 2488</b>



**Enter the Device/User Information:**

<b>Device IMEI (ID) Number:</b> (e.g. 300234011287870)	<b>300434060014570</b>
<b>Device/First name</b> (e.g. SAR):	<b>SAR</b>
<b>Device/Last name</b> (e.g. TECH3):	<b>TECH7</b>
<b>Device</b> Email address: (e.g. sartech3@gmail.com)	<b>sartech007@gmail.com</b>
Organization Name:	<b>SAR Technology Inc.</b>
Role of the Device/User (e.g. Device User):	<b>Device User</b>
Time Zone of the User (e.g. PST):	<b>PST</b>
SMS Number and Country Code: (recommended)	<b>604 816 4778</b>
Office or other Contact Number (Optional):	<b>604 921 2488</b>



**Enter the Device/User Information:**

<b>Device IMEI (ID) Number:</b> (e.g. 300234011287870)	<b>300434060116110</b>
<b>Device/First name</b> (e.g. SAR):	<b>SAR</b>
<b>Device/Last name</b> (e.g. TECH3):	<b>TECH8</b>
<b>Device</b> Email address: (e.g. sartech3@gmail.com)	<b>sartech008@gmail.com</b>
Organization Name:	<b>SAR Technology Inc.</b>
Role of the Device/User (e.g. Device User):	<b>Device User</b>
Time Zone of the User (e.g. PST):	<b>PST</b>
SMS Number and Country Code: (recommended)	<b>604 816 4778</b>
Office or other Contact Number (Optional):	<b>604 921 2488</b>

**Submit this Account (Tenant) Creation Form to:** [lparente@Roadpost.com](mailto:lparente@Roadpost.com) 1.888.290.1616 (Support)

**GeoPro/RoadPost website for 'Incident Commander Pro' tracking device configuration:**



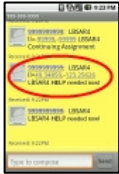


### Example Beacon Messages to add to GeoPro Online Device Message Book:

- SARTECH at Drop-Off Location
- SARTECH Continuing Assignment
- SARTECH at Pick-Up Location
- SARTECH Wants Pick-Up from Current Location
- SARTECH Waiting at Current Location
- SARTECH Returning to Base
- SARTECH Has Lost Radio Comms but is OK
- SARTECH **SOS** Send Urgent Assistance
- SARTECH Has Found the Subject
- SARTECH Subject Condition is OK
- SARTECH Subject Condition is Poor
- SARTECH Subject is Deceased
- SARTECH Custom Message Max 41 characters
- SARTECH EMERGENCY Send **HELP**



### 'Incident Commander Pro' Urgent Message Alerts:



**Important Note:** 'Incident Commander Pro' – GIS can send all messages or **Urgent Message Alerts** - of beacon messages containing the keywords **HELP** or **SOS** in the body of the message - to a priority list of recipients.



## Section 2: Email Account Configuration for Tracking Beacons in 'Incident Commander Pro'



**SAR Technology Inc.**



## 'Incident Commander Pro' V7 – Beacon Tracking and Messaging Setup

*Example Email Account Configuration for emailing beacon tracking and messages to the 'Incident Commander Pro' V7 Message Center*

### Beacon Tracking/Messaging Devices – Beacon Setup:



DeLorme inReach SE



DeLorme inReach



GeoPro Nano



GeoPro Messenger

Beacon Name: **TEAM1** or **JOHN BROWN** (with no special characters)

'Receive-From' Email Address: [noreply@geoprosolutions.com](mailto:noreply@geoprosolutions.com)

### Host Computer Email Account Setup:

Create the Message Center (target) email account (e.g. myteammessages@gmail.com) on the host computer using an email program, such as Microsoft Outlook, or create the account directly through Control Panel.. Mail... E-Mail Accounts.

Select Control Panel... Mail... E-Mail Accounts... New... then enter the details of the Message Center email account. Once the account details have been entered test the account using Test Account Settings, to confirm that the account can both receive and send emails.



### 'Incident Commander Pro' Message Center Setup:

Example Email Settings:

Incoming Mail Server:   imap.gmail.com   Port 993   Use SSL   IMAP option checked  
Outgoing (SMTP) Server: smtp.gmail.com   Port 587   Encryption: TLS   Use authentication

*Note: 'Incident Commander Pro' - GIS will make ten attempts to connect to the email sever to retrieve the beacon emails.*

*If it is still unsuccessful in retrieving the email it will display an error message indicating that it has failed to connect to the email server.*

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### Gmail: Gmail / Email Setup - for 'Incident Commander Pro' V7 - Message Center:

Website: <https://mail.google.com/mail/>

Gmail (target) email address is: [myteammessages@gmail.com](mailto:myteammessages@gmail.com) (example)

Primary Username is:           [myteammessages@gmail.com](mailto:myteammessages@gmail.com) (example)

Password:                       myteampassword (example)

Gmail Settings:

Forwarding and POP/IMAP...

IMAP Access: Enable IMAP

**Tip: Be sure to configure your Gmail or email account to NOT SPAM for:**

**inReach Tracking:**            **[noreply@geoprosolutions.com](mailto:noreply@geoprosolutions.com)**

**GeoPro Tracking:**             **[noreply@geoprosolutions.com](mailto:noreply@geoprosolutions.com)**

**SAR Technology Tracking:**   **[sarbeacons@gmail.com](mailto:sarbeacons@gmail.com)**

*- or most of your tracking/message emails may be diverted to your Gmail/email SPAM folder, instead of being sent to the 'Incident Commander Pro' Message Center.*

*If tracking messages are sent to the Gmail SPAM folder, select the messages and then click the Not Spam button to return the messages to the Gmail Inbox.*