



Fuel Lock® Business and Commercial Mobile App User Guide

This guide is intended for use with the following models: FL-106304-B and FL-1063040-C.

Using the Fuel Lock® for Business/Commercial Mobile App User Guide

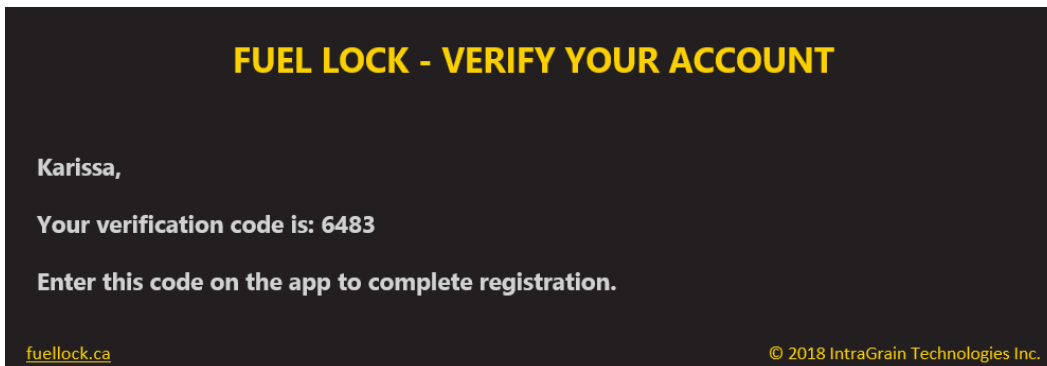
1. Download the Fuel Lock app from the Apple App Store or Google Play Store

Registering your Fuel Lock® for Business/Commercial device:



Setting up your Account

1. Using the mobile app home page, click “Register/New User”
2. Accept Terms and Conditions by clicking “Accept”
3. Follow the prompts to complete the personal information section
4. Once completed, click “Submit” to confirm your account
 - a. A 4-8 verification code will be emailed to you
 - b. Use this code to complete your account registration



5. Once you have entered your verification code you will be prompted to create your user PIN

Note: You will need a valid Fuel Lock® Device Serial number to complete the registration process.



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Adding a Fuel Lock device

1. If you have purchased a Fuel Lock® for Business/Commercial device, enter your Device Location Name and serial number.
2. If you don't have your Fuel Lock® for Business/Commercial device, click skip.

Add/Delete a Fuel Lock Device

1. Click on menu bar → Device Settings
2. Select "New Device"
3. Enter New Device information and select Auto-Lock time
4. Click Add

To Delete a Device

1. Click on menu bar → Device Settings
2. Select Device
3. Click Delete
4. When prompted, click Delete

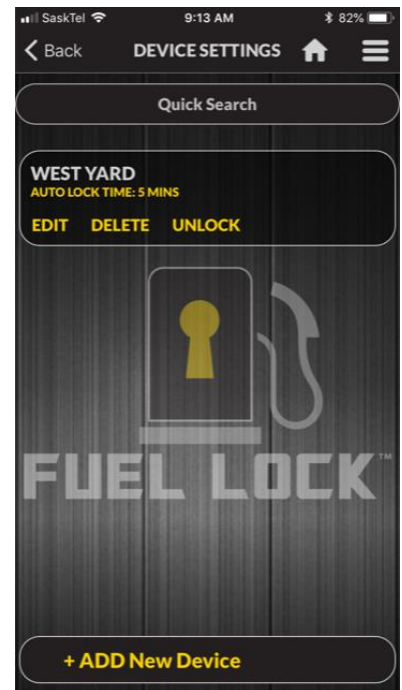
NOTE: Make sure to always click "Update" or "Save" when making change to the app.

To Update Changes to Device Immediately

Synchronize Device

On Fuel Lock unit press * to access the administration page then press ### to sync. This will associate all changes made on the App and will then take effect on the device immediately.

If you do not synchronize your Device immediately your changes will take effect at midnight every night.





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Adding an Employee

- 1.
2. Click on the menu bar → Employee Management
3. Click on “+ADD New Employee”
4. Enter Employee Name
5. Under Linked Devices, select device locations you would like the employee to have access too
6. If you wish to receive notifications when this employee accesses fuel, select “Get Notifications for this Employee”
7. Click Create

Changing an Employee PIN

1. Click on the menu bar → Employee Management
2. Select the employee whose PIN you wish to change, and select “CHANGE PIN”
3. Either enter a chosen PIN, or generate random PIN
4. Click “Save”

Note: It is recommended that a random PIN is generated to avoid users choosing the same PIN



Delete an Employee

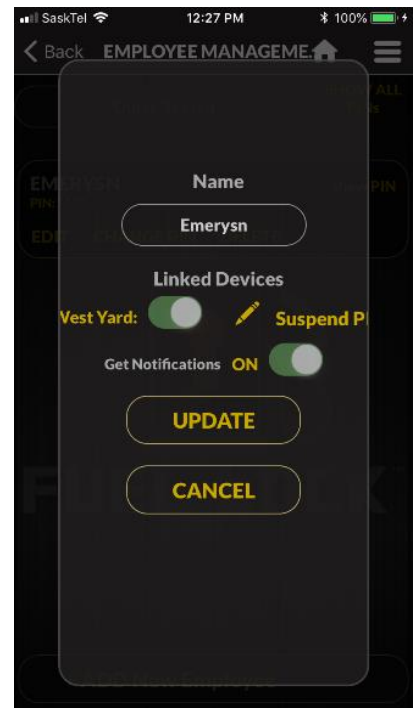
1. Click on the menu bar → Employee Management
2. Select employee → Delete
3. When prompted, click “YES”

Suspending an Employee PIN (Employee Vacation)

1. Click on the menu bar → Employee Management
2. Select employee → Edit
3. Click on Suspend PIN
4. For Vacation Time, select Vacation Booked
5. Enter start and end time vacation days

Add/Remove Employee Device Access

1. Click on the menu bar → Employee Management
2. Select employee → Edit
3. Add or Remove access via Linked Devices





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Text and Push Message Notifications

1. Click on the menu bar → Notification Settings
2. Select “Enable Notifications”
3. Choose 24-hr Notifications or deselect to choose times.
4. Enter start and end time you would like to receive notifications
Example: 8:00 am to 5:00 pm
5. Enter cell phone number (3 max) to receive notifications.
6. Click “Save”

Email Notifications

1. Click on the menu bar → Notification Settings
2. Select “Notify with Email”
3. Choose to add up to 2 additional emails to receive reports.
4. If you would like to receive reports, select “Reports”
5. Select whether you would like to receive them daily, weekly or monthly
6. Click “Save”

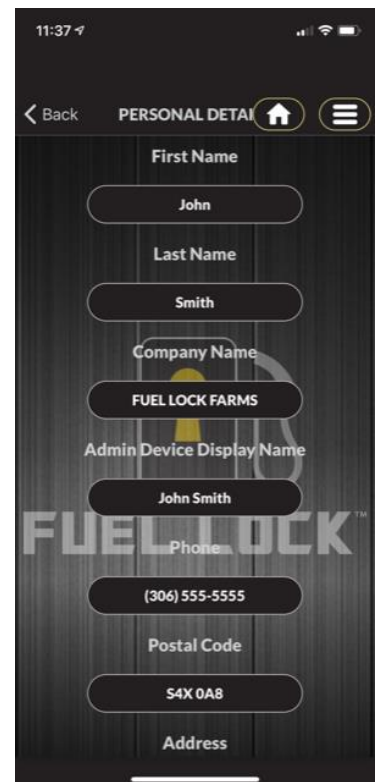
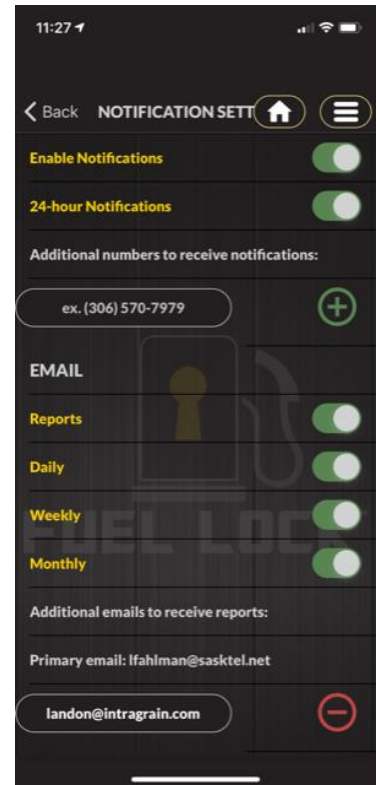
Changing my Personal Information

1. Click on the menu bar → “Account Settings” → “Personal Details”
2. Change the selected information
3. Click “Save”

Changing my ADMIN PIN

1. Click on the menu bar → “Account Settings”
2. Select “Change my PIN”
3. Enter new PIN or select “Generate Random Pin”
4. Click “Save”

Note: It is recommended that a random PIN is generated to avoid users choosing the same PIN





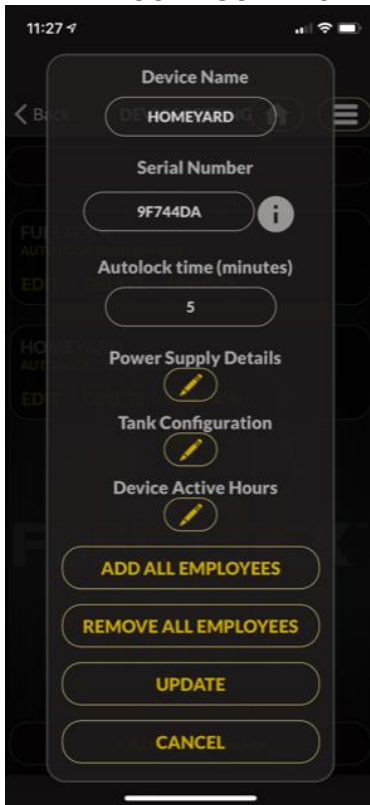
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Adding Flow Meters

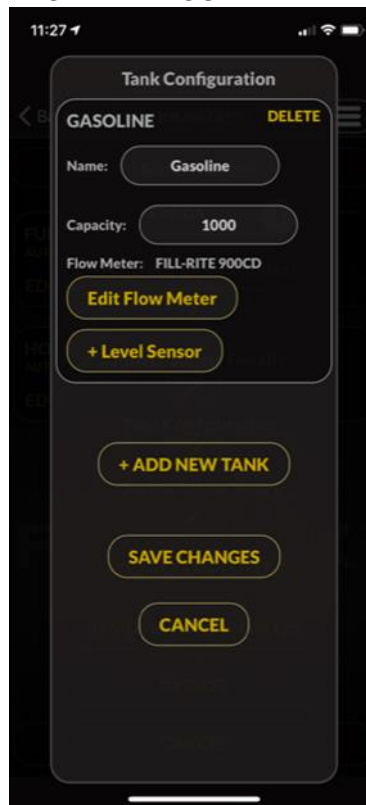
1. Click on menu bar → Device Settings
2. Click on “Edit” on the device to which you want to add flow meters → Tank Configuration
3. Click on “+ADD NEW TANK” and fill in the tank name and capacity then click save changes.
4. Click on “+Add Flow Meter” and select the compatible flow meter from the dropdown menu that you have installed to your Fuel Lock® Device.
5. Select the PORT number that corresponds with the flow meter that is installed to that PORT in the Fuel Lock Device.
EX. 900CDP Flow Meter is physically wired to PORT 1 inside the Fuel Lock Device. Port Numbers inside the Fuel Lock are marked (Pump 1, Pump 2, Pump 3, Pump 4) *Please see Electrical Guide for further information*
6. Make sure to click “Save Changes” after completion of the Tank Configuration setup.

NOTE: You will need to sync your device if you would like these changes to take immediate effect. If not, Device will associate changes at midnight. (*Menu: “###” on your Fuel Lock® Device)

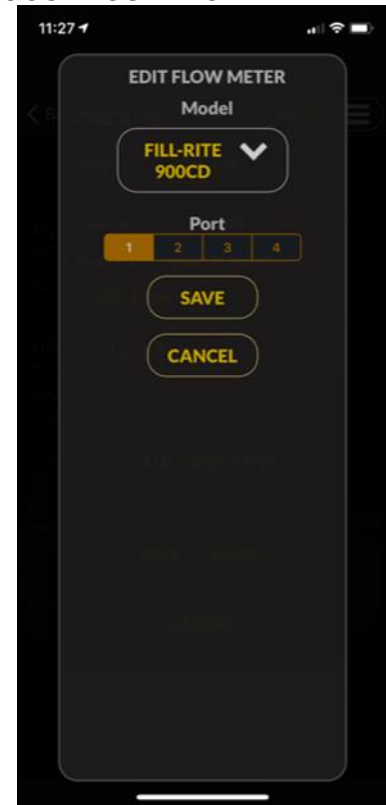
TANK CONFIGURATION



CREATE YOUR TANK



CHOOSE YOUR FLOW METER





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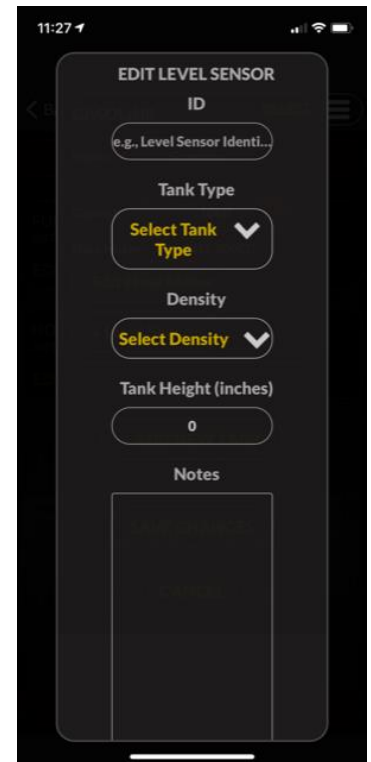
Adding Level Sensors

1. Click on menu bar → Device Settings
2. Click on “Edit” on the device to which you want to add level sensors → Tank Configuration
3. Click on “+Level Sensor” to the corresponding tank in which you are adding the level sensor.
4. Enter in the ID number on the side of the level sensor into the top bar.
5. Select the Tank type from the dropdown menu.
6. Select the type of product inside the tank from the Density dropdown.
7. Input the Height of the tank.
8. **Level of Tanks will display on the Home Dashboard**

Calibrating your Level Sensor (Fuel Lock Commercial Elite only)

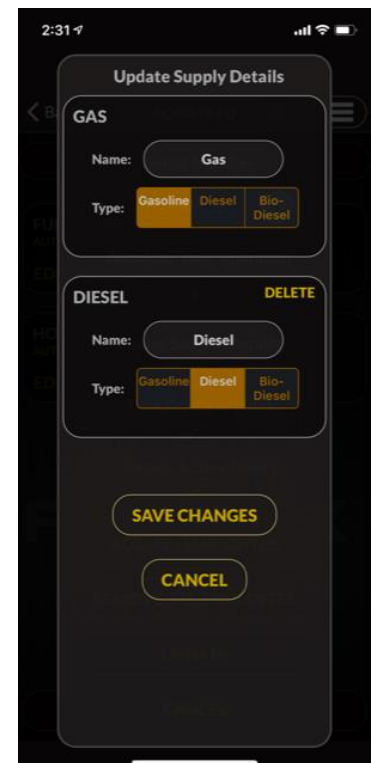
1. Once Installed you will need to calibrate your level sensor with how much of the product is existing in your Tank.
2. Click on the “Calibrate” button
3. Drag the slider to match the percentage of how much of the product is currently existing in the Tank.
4. Make sure to click “save” after all changes.

Calibration is not required for Fuel Lock Commercial Standard



Creating Power Supplies

1. Fuel Lock can control two separate power sources. These power sources can be named on the Fuel Lock app.
2. If you aren't using Flow Meters, this can be another way to identify your two main types of Fuel.
EX. Two Gas Tanks hooked up to Power Supply 1 and named “Gas”
Two Diesel Tanks hooked up to Power Supply 2 and named “Diesel”
3. When using this feature only the pumps hooked up to each Power Supply will energize leaving the other Power Supply de-energized.
4. Please See the Fuel Lock Electrical Guide for further explanation.

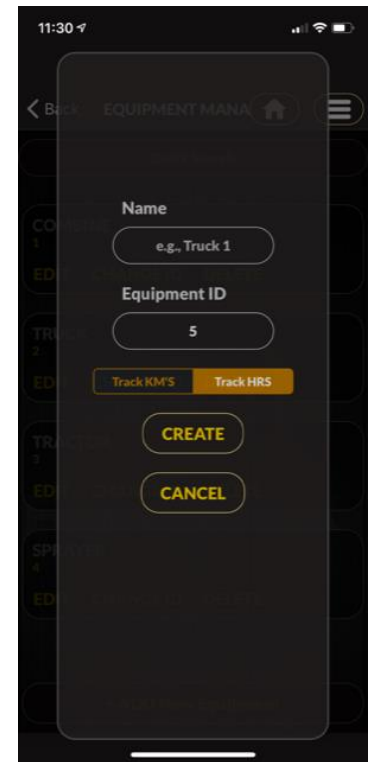




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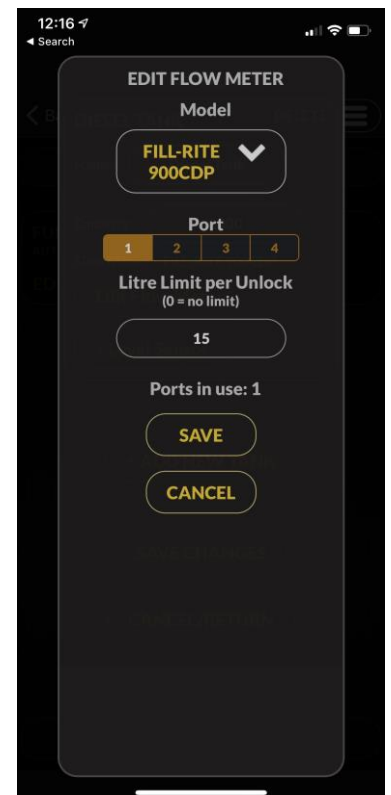
Equipment Management

1. From the menu click on “Equipment Management”. You can add equipment to your Fuel Lock® App that will allow you to track fuel usage per equipment.
2. Enter the name of the piece of equipment, ID number of your choice, and choose KM's and HRS. Upon the selection on KM's or HRS, you will be able to enter in the current readings of the equipment from your Fuel Lock® device. Equipment ID's can be of your choice.
3. Once all pieces of equipment are entered and the Fuel Lock® is synced, you will be able to enter in the ID number into the device and begin tracking liters per equipment.



Fuel Fill Limits

1. You can set fill limits per tank which will automatically lock up the device when it reaches the desired limit.
2. Under Edit Device Settings > Tank Configuration > Edit Flow Meter > you can set the desired fill limit amount.
3. Different limit values can be set per each individual tank.
4. Once the Fuel Lock® device is synced the limit amount will take effect and will then be enforced on each individual fill when the device is accessed by employees.





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App Functionality

1. From the Home Dashboard click on “Employees” to see more in-depth readings of individual employees including percentages, most recent fills, and selective dates.
2. Click on individual employees to view trending graphs daily, weekly or monthly.
3. From the Home Dashboard click on a device to show a device usage graph across all employees. These graphs can be viewed daily, weekly or monthly.
4. If not using flow meters Fuel Lock® keeps track of frequency (number of fills per employee) based solely on each employee unlocking the device.
5. From the Home Dashboard click on “Litres Per Equipment” to see more in-depth readings of individual pieces of equipment, liter usage, and KM/HR tracking.

