

How to Modify or Delete a Person

Modify

1. Select the Person you wish to modify from the People list.
2. After making any required modifications or additions to Labels, Icons, Contact Info etc, select Save.

The screenshot displays the Fleet Freedom web application interface. On the left is a sidebar with navigation options: Floaters, Ontario, People, Quebec, Trailers, Vehicles, Reports, Behaviours, Maintenance, Devices, and Admin. A red arrow points to the 'People' option in the sidebar. The main area shows a list of people. The first person, Abby, is highlighted with a yellow background. A red arrow points to her profile icon. To the right of the list is a form for editing a person's details. The form has sections for Contact Info (Name: Terror, Email: terror@fleetfreedom.com), Details (Labels: Floaters, Ontario, People, Quebec, Trailers, Vehicles; Icon: User - Female), Notes, and Advanced (SMS/Email: abby@fleetfreedom.com, Devices: 1. iPhone 5c, Unique: 250226, Kind:). At the bottom of the form are 'Save' and 'Cancel' buttons. A red arrow points to the 'Save' button.

If you need assistance with your Account, please contact one of our Customer Service Representatives.

Office Hours: Monday to Friday 9:00 AM 5:00 PM EST

Fleet Freedom Support Phone Number: 1 (866) 7872548 Option 2 English or 9 French

Email: support@fleetfreedom.com



Delete

1. Select the Person you wish to delete from the People list.
2. Select the Trash Can icon to Delete.

The screenshot shows the Fleet Freedom web application. On the left is a sidebar with navigation tabs: Fleet Freedom, Reports, Behaviours, Maintenance, Devices, and Admin. Under 'Fleet Freedom', there are color-coded buttons for Floaters, Ontario, People, Quebec, Trailers, and Vehicles. The 'People' tab is selected, showing a list of users. The first user, Abby, is highlighted. A red arrow points to the 'People' tab. On the right, the 'Contact Info' and 'Details' sections are visible. The 'Advanced' section at the bottom right has a red arrow pointing to a trash can icon, indicating the delete action.

3. Select Delete to confirm.

Confirm

Are you sure you want to permanently delete this from the system?

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