# Table of Contents

- **How To Activate**  
  Pages 2-5
- **Account Navigation**  
  Page 6
- **Historical Playback**  
  Pages 7-10
- **Reports Center**  
  Pages 11-15
- **Device Editor**  
  Page 16
- **Group Editor**  
  Page 17
- **Sharespot**  
  Pages 18-22
- **Silvercloud Alerts**  
  Pages 23-27
  - **Geofence Alerts**  
    Page 23-24
  - **Speed / Battery Alerts**  
    Pages 25-26
  - **Tamper Alerts**  
    Pages 27-28
- **Routes and Places**  
  Pages 29-32
  - **Favorite Places**  
    Pages 29-30
  - **Routing and Directions**  
    Pages 30-32
- **Advanced Options**  
  Pages 33-41
  - **Map Overlays**  
    Pages 33-35
  - **Program Settings**  
    Pages 35-36
  - **Account Management**  
    Pages 37-39
  - **Manage Devices**  
    Pages 39-41

[Return to Top](#)
How To Activate

To use your LandAirSea device you will need to activate the unit. To begin this process access the website at www.landairsea.com, and select the Activate New Device option.

Select the Real Time GPS Device option.

Fill out the required information to create your account, or if you have an existing account select Existing User Login to access the account with your username and password.

Once the form is complete select the Register New Account option.
Once successfully completed you will automatically be taken to the page to add your serial number. In this area enter your 10 digit serial number. This will be located on the back of your device, and begins with 888. Double check that the serial number has been entered correctly, and select the add option.

Once the unit is added Click on the Tracking Plan drop down to select the update rate plan that you would like. Each plan determines the frequency in which the unit will provide a location while in motion from one stopped location to the next stopped location.
Once you have the tracking plan selected, you will need to select whether you would like to opt for a Prepay Discount. There are three different prepay options available. By selecting one of the prepay options you receive a discount for a 6mo, 1yr, or 2 yr term upfront. These terms are not able to be paused, or canceled mid term, and will not auto renew. If you do not wish to opt for a prepay term select the None-Monthly option. This will opt you in for the monthly auto charge program. The monthly option can be canceled at any time. The unit can be re-activated at any time no matter the plan option selected.

When you have selected the Tracking Plan option, and Prepay Discount selection you would like, select Add Device.

If you would like to add multiple units at the same time select Add Another Device. Repeat the process to add the serial number, and select the tracking plan, and prepay discount options. Once you have all units you would like to activate added select Checkout.
In the checkout area you will need to add a new payment method if you are a new user, and have not saved this prior. Select the Add New Card option, and enter the required information. Once the form is complete select Save. Ensure that you read the terms and conditions, and select the check box agreeing to the Terms and Policies. Once completed select the Activate option to submit the payment. Once this is completed you will be taken to a confirmation page indicating that the payment was processed correctly. At that time you will be able to begin using your unit. Please take the device for a 10 to 15 minute walk or drive to allow the device to connect and check in on your account.

When entering the payment information make sure that all fields are filled out.

*Note: If your card is a prepaid gift card select “This is a prepaid card” option. Even when using a prepaid credit gift card you will need to enter a name in the Card Holder’s field, and a zip code.
Account Navigation

Upon logging into your account you will be taken to the map showing your device. On the left side of the map you will have an LAS logo, and the Map Control window. Hovering your mouse over the LAS logo will provide you with the navigation menu for the account. The Map Control window allows you to edit what is visible, and shown on the map.

Map Control: This option allows you to control what can be viewed on the map. These settings will not save, and will need to be selected upon every new login session.

View Type: At the top of the window you are provided with a road icon, and a plane icon. These will change the view type between map view, and the aerial view. The icon highlighted in red is the selected option.

Traffic: This will show the traffic on the map as is provided by google maps.

Geofences: Will provide a visual representation of any Geofences put into place.

Waypoints: This feature is no longer available.

Best Fit: This will ensure that your device icon remains centered on the map while viewing the units real time tracking.

Trails: Will leave a path behind the unit while viewing the real time movement of the device.

Labels: This will show as a default the serial number, or the label that you have entered for the unit.

Select Device: If you have multiple devices attached to the account you can use this to select a specific device to view.

Select Group: If you have created groups for your units you can use this to select a specific group to view. Be sure you deselect "View all devices" to be taken to only see the selected group.

Favorite Places: If you have bookmarked a specific address you can use this to move the map to this location for viewing.
Historical Playback

To view the history as a path on the map, hover your mouse over the LAS logo located in the upper left corner of your map to open your menu. Select the Historical Playback option.

This will open the Historical Playback window in the map. From here you will have the ability to select the device you would like to view, and the timeframe you would like to see. You also have the option to select the positions option to show all provided updates on the map, and the loop option that will cause the playback to repeat once it reaches the end.
To pull the history you will need to select the timeframe you would like to view the history for. To do this click on the Timeframe drop down, and select one of the following options of Today, Yesterday, This week (Sunday to current), Select Day, or Custom Timeframe (7 days at a time).

When using the Custom Timeframe option you will need to select a Start Date, and end Date to begin viewing the history. Ensure that this timeframe is within the 7 day maximum. Once your timeframe is selected click on the Generate Playback button.

When you select Generate Playback the path traveled will appear on the map represented as a purple line. Your Historical Playback window will show, allowing you to play the history, pause, speed up/slow down (turtle, and bunny icon), skip to next stop, skip to end options. If you have not selected the positions option prior to generating the playback you will receive the purple line only with the stops represented by small stop signs.
If you would like to view a representation of each update the unit provided select the positions option prior to selecting Generate Playback.

You will be provided with the playback with green arrows representing each update, and indicating the direction of travel for each check in.
When viewing the history you will be able to click on any of the green arrows, and stop signs to view some of the information provided for that location.

In every window open you will see a yellow, and red button in the upper right corner. Clicking on the yellow button will minimize the window beneath the LAS menu icon for easy access later. Clicking on the red button will close the window completely.
Reports Center

You can view, print, and download various reports of the history by using the Report Center option. To access this option hover your mouse over the LAS menu logo, and select Report Center.

By selecting this a new web tab will open showing the report center navigation. From here you will be able to select the type of report you would like to pull, and in the case of accounts with multiple units select the unit you would like to view the report for.

When you click on the report type drop down you will be presented with a list of available reports. These options are as follows.

**Current Status Report:** This provides a printable version of the most recently reported information from the unit.

**Activity Summary Report:** This provides a summary of the miles traveled, and the active operating time for the timeframe selected.

**Stops/Mileage Report:** This will provide a list of all recorded stops, start time, end time, and distance between each stop for the timeframe selected.

**Mileage by State Report:** This will provide a listing of the total miles traveled for each prospective state the unit tracked in.

**Low Battery Report:** This will provide a listing of every time the low battery alert was set off.

**Excessive Speed Report:** This will provide a listing of every time the unit reached the selected speed for the selected timeframe.

**Device Position History:** This will provide a report listing every piece of
information the unit recorded for the timeframe selected.

**Device Alarms History:** This will provide a listing of all alarms that have been set off during the selected timeframe.

Once you have selected your report select the unit you would like to view, and the timeframe you would like to pull the report for. You can pull the report as an HTML (viewable interactive web report), PDF (downloadable savable report with all information), CSV (downloadable excel type report), or a KML (this is a data file that can be used with the map overlay option. Is only available for the Device Position History report).

When pulling a report you will have the option to send a PDF/CSV copy of the report to any email address of your choosing. To do this select the Send Email Copy option, and enter the email address in the provided area. Select Add Recipient. You can repeat this for every email you would like to send the report to. Once you have all fields filled out select Generate Report.
When you generate your first report the page will be split into two halves. On the left half you will continue to see the report options so that you can pull more reports. On the right half you will see any reports generated. These reports will remain in the Archive for approximately one year. You will see a blue icon with an eye, and a green icon with a downward arrow. Selecting the blue icon will open the report in a new window. Selecting the green icon will download a version of the report directly to your computer.

Current Status Report Example

Activity Summary Report Example
Stops/Mileage Report Example

Mileage by State Report Example

Low Battery Report Example

Excessive Speed Report Example
Device Position History Report Example

Device Alarms History Example
Device Editor

To change the default icon (red dot) representing the unit on the map, and the label for the device, hover your mouse over the LAS menu icon. Scroll down to, and select the Device Editor option.

This will open the device editor window. From here you can select any device currently active on the account. You can edit the default label, the group the unit is a part of, and the icon that represents the unit on the map.

Label, and Icon Examples

Return to Top
**Group Editor**

For users with multiple devices you can use the Group Editor option to sort your units into separate groupings. This will allow you to select a specific group of devices, and view only those devices on the map. To use this feature hover your mouse over the LAS logo located in the upper left corner of the map, and select Group Editor.

When your Group Editor window opens you will see that you already have a group named Tracking. This is a permanent group, and can not be removed. This will have all active devices on your account. To create a new group enter what you would like to name the group in the prescribed area, and select save.

You will see your new group name shown in the white box on the left side of the window. To edit the group click the group name to highlight it. In the lower right area of the window you will see a drop down indicating [all vehicles]. Click this to reveal a list of your devices. Select each unit, and click “Assign Selection To” to add a specific device to the group. Once complete select save. Repeat these actions for each group you would like to create.
Sharespot

The Sharespot feature allows you to create a link that will allow a person/persons of your choosing to view the live tracking of a unit without granting access to the account.

When you select the option this will open the share spot window. From here you will have the option to create, view, edit, and delete any Sharespot links. If you have created a sharespot through the Application you will see this listed in the white box in the left area of the window as the label shown for the unit. You will need to use this feature to remove access to any sharespot links created in the application. To do this select the link, and opt to Delete Selected.

To make a sharespot link select the “Create New” option.

Return to Top
Once “Create New” is selected you will be presented with multiple options in the bottom portion of the window that will allow you to edit what is viewable with the link.

<table>
<thead>
<tr>
<th>Devices</th>
<th>Markers</th>
<th>View</th>
<th>Schedule</th>
<th>Save</th>
<th>Cancel</th>
</tr>
</thead>
<tbody>
<tr>
<td>Included Devices</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Available Devices</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

The first option is Devices. In this area you will have the ability to enable, or disable the link. By selecting Disabled the link will not work, but will be able to be re-enabled at any time. You will need to give a name to the Sharespot. There are two white boxes, the left indicating what has been added to the link, and the right one indicating what is attached to the account. To allow a unit to show in the link you will need to select the device in the right hand box, and use the corresponding arrow to add the unit to the left hand box. This will allow any unit listed in this box to be visible in the link.
The Markers option will allow you to provide a visual of any alerts/edits you may have saved to the account. This includes Geofences, and Map Overlays. To add this visual to the link select the marker you would like to add, and use the arrow to place it to the left hand box.

With the View option you will be able to change the map type (Aerial, or Road Map). Add traffic indicators, and hide the unit label.

With the Schedule option you can select a start time, and end time for the link to be active. This will make it so that the link is only accessible during these times.
Once you have chosen all the selections you would like click the Save option. When the sharespot is successfully created you will see it appear in the white box in the upper left area of the window. You will be provided with two links. One is the ShareSpot URL, and can be copied, and shared with others to allow them to view the live tracking. The other is an Embed Code. This can be used to attach the Sharespot link to a website to be viewed as part of the website.

When the link is opened this is what will be seen. They will have a menu option in the upper left corner of the map that will allow them to perform minimal edits.
They will have the ability to have limited access to Map Control options such as Best Fit, Traffic, Trails, and Labels. If there are multiple units viewable with the link they will be able to select a specific device to view.

They will also have the ability to pull a QR code that when scanned will open the link for the person scanning the code.
Silvercloud Alerts: You can create various alerts to notify you of certain actions. These options are located in Silvercloud Alerts.

Geofence: This option will allow you to create a fence that will alert you when the unit enters, or leaves the colored perimeter. To locate this alert hover your mouse over the LAS menu logo, and scroll down to Silvercloud Alerts. You will receive a secondary menu to the right. Select Geofence Alerts.

Once selected the Geofence Alerts window will open. From here you will be able to opt to Draw New Geofence. This will allow you to draw a fence around an area of your choice on the map. To begin, select Draw New Geofence. This will place a colored circle on the map.
You will be able to change the shape of the fence between an Oval, or Rectangle. The color of the fence can be changed as well using the dropdown listing Red. You will need to create a name for the fence. You can select whether to be alerted upon both entry, and exit, or opt to choose one or the other. You can also select a start, and end time to be alerted should the perimeter be breached.

You will have three options in which to receive the alert. The first, and the one that is automatically selected is Notify Via Mobile App. This will send a push notification through the application on your phone. The other two options can be seen when you select Notify Via Email. This will allow you to enter an email address of your choosing, and select the add option. You will also see a “Sending to Mobile Phone?” option in blue. This will allow you to enter a phone number to receive a text message. When this is selected you will be provided with a new window. Enter the phone number, and select your cell provider. Select Ok to add this. You can enter a Custom Message to be sent in place of the default information. Once complete select Save Geofence.
**Speed/Battery Alerts:** To locate this option scroll in the menu to the Silvercloud Alerts option, and select Speed/Battery Alerts.

A window will be opened that will allow you to create a Speed or Battery alert. Select the type of alert you would like to make.

When creating a speed alert click on the box to the left of Alarm on Speed Over. You will need to select the speed in which you would like to be alerted to. You will receive the alert when the unit reaches or exceeds this speed. You can set this to a specific unit, or to all devices at once.

**NOTE:** This alert will not notify you if the unit exceeds the speed limit for a particular area. It will only alert you when the unit reaches or exceeds the selected speed.
When creating a battery alert, click on the box to the left of Alarm on Battery Under. You will need to select the battery percent you would like to be notified of. The alert will be sent when the unit’s battery reaches this percent or lower.

You will have three options in which to receive the alert. The first, and the one that is automatically selected is Notify Via Mobile App. This will send a push notification through the application on your phone. The other two options can be seen when you select Notify Via Email. This will allow you to enter an email address of your choosing, and select the add option. You will also see a “Sending to Mobile Phone?” option in blue. This will allow you to enter a phone number to receive a text message. When this is selected you will be provided with a new window. Enter the phone number, and select your cell provider. Select Ok to add this. Once you have all settings to your satisfaction select Assign Alarms to save them.
**Tamper Alerts:** This alert is only available for SYNC devices, and will provide a notification should the unit check in while unplugged from the OBD port.

Once the window is open you will be presented with the option to select an eligible device to set the alert for. Select the individual device you would like to set the alert for, or select [All Vehicles].
Ensure that you click the box to the left of Device Unplugged to receive the alert once saved.

You will have three options in which to receive the alert. The first, and the one that is automatically selected is Notify Via Mobile App. This will send a push notification through the application on your phone. The other two options can be seen when you select Notify Via Email. This will allow you to enter an email address of your choosing, and select the add option. You will also see a “Sending to Mobile Phone?” option in blue. This will allow you to enter a phone number to receive a text message. When this is selected you will be provided with a new window. Enter the phone number, and select your cell provider. Select Ok to add this. Once you have all settings to your satisfaction select Save Settings.
## Routes and Places

In the Routes and Places option you will be provided with a Favorite Places option, and a Routing and Directions option.

<table>
<thead>
<tr>
<th>Map Control</th>
<th>Historical Playback</th>
<th>Reports Center</th>
</tr>
</thead>
<tbody>
<tr>
<td>Device Editor</td>
<td>Group Editor</td>
<td>ShareSpot</td>
</tr>
<tr>
<td>Silvercloud Alerts</td>
<td>Routes &amp; Places</td>
<td>Advanced Options</td>
</tr>
<tr>
<td>Logout demo1</td>
<td>Favorite Places</td>
<td>Routing &amp; Directions</td>
</tr>
</tbody>
</table>

**Favorite Places:** This feature will allow you to search an address, and it will manipulate the map to that location on the map. This can be used in conjunction with the Geofence Alert feature to move the map to an area the unit is not currently located in. Once the map has been moved you can add a Geofence using the [Geofence Alerts](#) window.

When the Favorite places window is opened you will be presented with the option to Add Bookmark, Delete Bookmark, and Clear selection. In the lower portion of the window there will be a search bar.

[Click to View Bookmark](#)

[Add Bookmark](#)

[Delete Bookmark](#)

[Clear Selection](#)

[Search](#)

[Clear Results](#)
You will first want to enter the desired address into the search bar located in the lower portion of the window, and select Search. This will maneuver the map to this location, and show a red tear drop indicator for the position of the address on the map.

Once you search for an address you will have the option to bookmark the mapped position as a Favorite Place. To do this you can create your own name, and select Add Bookmark. This will place the saved location into the white box to the left of the options. This is where you will be able to select, edit, and delete saved options. You will be able to select your favorite place to automatically move the map to this position using the Map Control window, and selecting Favorite Places.

Routing and Directions: With this option you will have the ability to get directions to and from an address, Device, or Point of Interest.
In the Routing and Directions window you will see an area to enter a from address, and to address. For each field you have three different options. You can manually enter an address of your choosing, Select a specific device, or enter/Select a POI (point of interest).

In either the “From” or “To” field if you select “Device” you will be provided with a dropdown where you can select the unit you would like for reference. When you have “POI” selected you will be provided with a drop down menu that will provide you with any saved locations to select (i.e. geofences/favorite places).

You will see a “From Nearest Vehicle”, and “To Nearest Vehicle” option. Selecting either of these will automatically input the tracking unit that is the shortest distance from the selected location.
In the bottom area of the window you will have the option to see the directions represented on the map. If you do not wish to see the path click on the check mark to remove it. You can also opt to Avoid Toll Roads. Once the form is complete select Calculate Route.

You will be presented with the turn by turn directions, and if you opted to view the path you will see this indicated on the map.

In the Turn-by-turn Details window you have the option to send the directions to an email address of your choosing. Simply enter the email address, and select the send option.
Under the Advanced Options selection you will find the options for Map Overlays, Program Settings, Account Management, and Manage Devices.

<table>
<thead>
<tr>
<th>Advanced Options</th>
<th>Map Control</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Historical Playback</td>
</tr>
<tr>
<td></td>
<td>Reports Center</td>
</tr>
<tr>
<td></td>
<td>Device Editor</td>
</tr>
<tr>
<td></td>
<td>Group Editor</td>
</tr>
<tr>
<td></td>
<td>ShareSpot</td>
</tr>
<tr>
<td></td>
<td>Silvercloud Alerts</td>
</tr>
<tr>
<td></td>
<td>Routes &amp; Places</td>
</tr>
<tr>
<td></td>
<td>Advanced Options</td>
</tr>
<tr>
<td></td>
<td>Logout demo1</td>
</tr>
<tr>
<td></td>
<td>Map Overlays</td>
</tr>
<tr>
<td></td>
<td>Program Settings</td>
</tr>
<tr>
<td></td>
<td>Account Management</td>
</tr>
<tr>
<td></td>
<td>Manage Devices</td>
</tr>
</tbody>
</table>

**Map Overlays:** With the Map Overlays option you can upload a KML file downloaded from a previously recorded tracked path. This will show the path in red and will not interfere with the live tracking of the unit. This is an excellent feature if you are using the units for a race, relay, or event requiring movement on a predetermined path. Simply travel the path with your unit, and pull the history as a Device Position History report in a KML format from the Report Center.
Once you have the Map Overlays window open you will want to click on the Select File option.

This will open the file browser for your PC or Mac Computer. From here select the appropriate KML file downloaded from the Report Center.

Once you select the desired file you will be presented with a pending upload option. Select the upload option to add the file to your Map Overlay list.
Once the file is successfully added it will be listed as a Map Overlay option. You can keep the overlay in the list but remove the visual path from the map by unchecking the box to the left of the file. You can also delete the file from the account by selecting the red dot to the right of the file.

**Program Settings:** The program settings option is for quick easy access to the timezone, Units, and Language.
Once you have the Program Settings window open you will see the Timezone, Units, and Language dropdown menus. Timezone will automatically be set to US Central Time (Observes DST). Select this drop down to select the correct time zone for your area.

The Units drop down will provide you with a Standard (US) option (MPH speed measurement), Metric (KPH speed measurement), or Nautical (Knots speed measurement). Language will allow you to select between English, or Spanish.

Once you have your preferred options selected click Save and Restart. This will change the account setting, and any real time tracking, history, or reports generated will reflect this change moving forward.
Account Management: This will allow you to edit your contact information, password, and 4 digit pin. You will also be able to create user, and admin access to the account that you control.

When Account Management is selected a new web tab will be opened containing all of your account information. You will have the upper area with your direct Account Details. The middle area will show all Existing Users with access to your account, and the bottom area is where you can “Create New User”.

Return to Top
When changing the main account contact information all items in the upper boxes are permanent, and will not be able to be changed. All items in the remaining light gray boxes can be changed at will. Once the information has been edited select the Update Account Detail option to save the information.

Your user information will automatically be visible, and editable in the Existing Users area. If you would like to allow a person/s of your choosing access to your account you can use the Create New User area to do so. Fill in the required information, and determine if you would like to allow the user to be an Account Admin (grants the same account access as the account creator), or an Account User (only allows access to tracking, alarms, and history. No Account management access). Once selected click on Create New User.

Once you have created a new “Account User” you will need to edit this user to give them permission to view the devices you would like them to have access to. You can use this area to edit any of the information for any user listed as well. Select the Edit option next to the user you would like to change information for, or delete to completely remove this user’s access to your account.
Once you open the edit window for the user you will be able to edit the contact information, password, and pin. If this is a new user account you will want to go to the bottom of the page, and grant permission to the user to view the devices. You can select individual units, and hit Grant Selection to add them, or Select the “Grant all” option to add all units. You will see the unit/s listed that the user can see. Select the red x button to the right of each unit to remove its access from the user. Once all settings are to your liking select Save User Info to save all settings.

**Manage Devices:** From this area you can see any of your active devices billing, and will allow you to add new payment methods to your account.

Once Manage Devices is selected you will be taken to a new page where you will see a list of all active devices. If you are on the monthly auto charge option you will have the options to select Deactivate, or Plan Change. If you have one of the prepaid options you will have the option to renew your plan. You will be able to do this no more than 30 days prior to your cancellation date.
If you select Deactivate while on the monthly auto charge your service will be canceled. Your unit will remain on the account, and active until the end of the month purchased. To enact a change in your service plan select Plan Change.

Your window will change to one that will allow you to select a new tracking plan interval. Once the new plan is selected you will be provided with the amount to be charged/refunded, and asked to confirm. Once confirmed we ask that you allow at least 24 hours for this edit to complete.

To change/edit your payment method look to the upper right area of the Manage Devices page. Here you will see a Payment Methods option. Select this to be taken to the area to change your credit card.

You will be brought to a window that will show any payment methods that are currently attached to the account. If you would like to change the payment attached select the Add Card option.
Enter the credit card information, and select Save. This card will be added to your list as the Primary Payment Method. At this time you can opt to remove the previous payment method from the list.

* This card will be set as primary payment method for any recurring payments. The primary card can be changed at anytime before any scheduled charges.