Osprey PERSONAL TRACKER — QUICK START GUIDE

What's in the Box:

- Osprey Personal Tracker
- Charger kit (including USB lead & international plug adapters)
- Quick Start Guide (this document)

Introduction

The Osprey is a compact, light-weight, personal tracker that uses Inmarsat and GPS satellites to provide regular position reporting and two-way messaging from most locations on the Earth's surface.

Figure 1: Osprey Operation

> **CAUTION:** DO NOT SWITCH ON YOUR OSPREY UNTIL YOU REACH STEP 3!!

> **PLEASE READ THE OPERATOR MANUAL** for additional information. The manual is available as a download from the Help section in ViewPoint.

STEP 1 – Charge the Battery

Before using the Osprey, charge the battery for a minimum of 6 hours using the supplied charger. The Osprey connects to the charger using the supplied USB cable.

Replace the rubber bung after charging the unit.

STEP 2 – Register the Osprey on the Web Site

This section is for system administrators who need to register the Osprey before use in the field. **The Osprey must be activated for use on an airtime account prior to registration.** S*kip to Step 3 if the Osprey has already been registered.*

Step 2a – Create Your User Account

Before registering your Osprey, you must have a user account with the EMS Global Tracking online service. If you already have one go directly to Step 2b.

To create a user account:

1. Using your Web browser, go to: http://emsviewpoint.com
2. On the Login page, click the **Register** link provided for new users.
3. Enter your personal details on the registration page then click **Register** to submit them.

An email message will be sent to you containing a link to activate your account. **DO NOT** log in until you receive the email. Click the link near the bottom of the email to complete the account setup.

Note: If you have attempted to log in before clicking the link, select **Reset Password** on the login page to receive a new email.

Step 2b – Add Your Osprey to the ViewPoint Application

1. Using your web browser, go to: http://emsviewpoint.com
2. On the Login page, enter your username (this is your email address) and password, then click **SECURE LOGIN**.

   Note: If you see a security warning, click **Proceed anyway**, or the equivalent option in your browser.

3. **If this is the first Osprey you have registered:**
   - Click **add terminal** in the Welcome page.

   If this is <u>not</u> the first Osprey you have registered:
   - Click the **TERMINALS** menu in the system menu, then click **Add Terminal**.

4. Enter the details of the Osprey when prompted:

   - **Inmarsat Serial No. (ISN)** and **Serial Number** – Printed on the label on the rear of the Osprey (**ISN** and **SERIAL** respectively).
   - **Unit Name** – A unique name of your choice.
   - **Fleet Name** – The name of the group of trackers to which this Osprey belongs (suggestion: use your company name).

5. Follow the prompts, then exit ViewPoint.

STEP 3 – Switch On the Osprey

Complete the registration process as follows:

1. **Take your Osprey outside to a location with a good sky view** to the south in the northern hemishere, or to the north in the southern hemisphere - *refer to the Operator Manual for detailed information.*

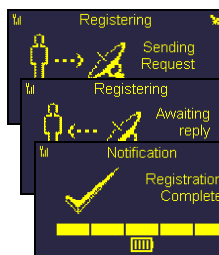2. Switch on your Osprey by pressing the **On/Off** key for 2 seconds:

On/Off Key

3. The Osprey starts the registration process:

a) The Osprey acquires the GPS satellites. The top-right icon flashes during this process and is steady when the satellites are located.

b) The Osprey connects to the Inmarsat satellite. The top-left icon flashes and shows the signal strength. **Ensure there are at least two signal strength bars.** A steady icon means the unit is connected.

c) The Osprey sends a request to ViewPoint to complete the registration process, and awaits a reply.

Select **OK** when you see "Registration Complete". The Home page is displayed (see over).

Note: In extreme cases, the whole process may take up to 20 minutes.

If you see a "Poor Sky View" or "Registration Failed" message, move to a location with a better sky view and select OK to try again. Refer to the Operator Manual for further information.

Normal Operation

During normal operation, the Osprey reports its GPS position, heading and speed to ViewPoint at intervals scheduled in ViewPoint (default 8 minutes). It will receive any incoming messages and transmit any messages that you have composed. Between communication periods, the Osprey remains dormant, using very little battery power.
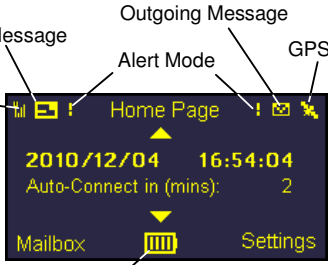
Keypad

[On/Off button]	*On /Off* − Press for 2 seconds to switch the Osprey on or off.
[soft key button]	*Left and Right soft keys* − Used to select menu options and acknowledge notification messages.
[Up/Down button]	*Up/Down* − Used to scroll through menu options or message lines.
[Back/Home button]	*Back/Home* − Goes back through menus, one page at a time, until the Home page is reached. Also steps directly to the Home page when pressed for more than 2 seconds.
[POI button]	*Point of Interest* − Sends a message recording a particular location without waiting for the next scheduled communication period.
[Alert button]	*Alert* − Sets the Osprey into Alert mode. Protected by a rubber cover.

Keypad Lock

If you do not press any key for 45 seconds, the keypad locks and the screen goes dim. After a further 30 seconds, the Osprey enters standby mode. These features prevent accidental key operation and conserve power. To unlock the keypad, press any key, select **Unlock**, then **OK**.

Screen Icons and Home Page

New Message
Outgoing Message
Alert Mode
GPS Fix
Inmarsat Satellite Service and Signal Strength

The Home page displays the current date and time and the time to the next scheduled connection to ViewPoint.

Home Page
2010/12/04   16:54:04
Auto-Connect in (mins):   2
Mailbox   Settings

Battery Charge Status (changes to [icon] when charging)

Note: The Home page can be toggled to display current GPS co-ordinates by using the up or down scroll keys.
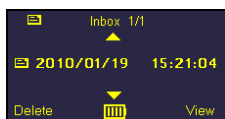
Using the Mailbox

Incoming and outgoing messages are stored in the Osprey Mailbox. You can view them at any time. **Note:** All message strings and addresses are configured using ViewPoint. ALL messages are temporarily stored in the Outbox and move to the Sent Items folder only after acknowledgement from ViewPoint,
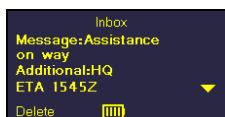
Viewing Received Messages

If a new message is received, the New Message icon ([icon]) appears at the top left of the screen. To view the message:

1. Choose the **Mailbox** option on the Home page.

2. Press [up] / [down] to display the **Inbox** option, then choose **Select**. The Inbox page is displayed, showing you the date and time of the latest message:

   Inbox 1/1
   2010/01/19   15:21:04
   Delete   View

   Press [up] / [down] to see any further messages in the Inbox.

3. Select **View** to view the message content, For example:

   Inbox
   Message:Assistance on way
   Additional:HQ
   ETA 1545Z
   Delete

   Press [up] / [down] to scroll through the message.

Sending Your Own Messages

You can create messages using a library of pre-defined message strings. **Note:** The message strings shown in this document may be different to those on your Osprey.

To send a message:

1. Choose the **Mailbox** option on the Home page.

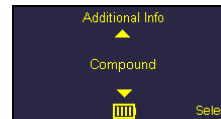2. Select **Compose**. The Category page is displayed:

   Category
   Emergency
   Select

   Press [up] / [down] to select the category of message you want to send. This reduces the number of messages available for selection in the next screen.

3. Choose **Select**. The Message page is displayed:

   Message
   Chemical spill
   Select

   Press [up] / [down] to select the message. Only messages applicable to the selected category are available.

4. Choose **Select**. The Additional Information page is displayed:

   Additional Info
   Compound
   Select

   Press [up] / [down] to select additional information for the message.

5. Choose **Select**. The Address page is displayed:

   Address
   Team Leader
   Select

   Press [up] / [down] to select the required recipient of the message.

6. Choose **Select**.

   The Preview page is displayed. Press [up] / [down] to scroll through the message. Press [back] to edit a previous step, or select **Send** to send it.

   Select **OK** when "Message Queued" is displayed. The message is transferred to the Outbox and is transmitted once a GPS fix is acquired.

Sending a Point-of-Interest Message

Pressing the Point-of-Interest (POI) key sends your current position and a selected message to ViewPoint.

You can compose your own POI message by pressing [POI] momentarily. You can send a pre-defined message by pressing [POI] for 2 seconds.

The POI message is saved in the Outbox and is transmitted when there is a valid GPS fix.

Using Alert Mode

Pressing and holding the Alert key ([icon]) for 2 seconds puts the Osprey into Alert Mode. An alert message is sent to ViewPoint, and the [icon] icons flash until the application acknowledges this message. The frequency of position reporting is changed (default every 2 minutes, as set in ViewPoint) and communication to the Inmarsat satellite remains open for faster message delivery.

Note: Alert mode uses considerably more battery power.