

Telestream™ is an enhanced tool for billing voyager card transactions. The system batches together fuel and maintenance data into a standard format that can be processed directly by Voyager Fleet systems. Telestream™ can import data from foreign data sources using a standard import interfaces. These data interfaces DO NOT require a valid voyager card number be assigned to transaction. The Telestream™ system will assign the appropriate card number at the time of import.

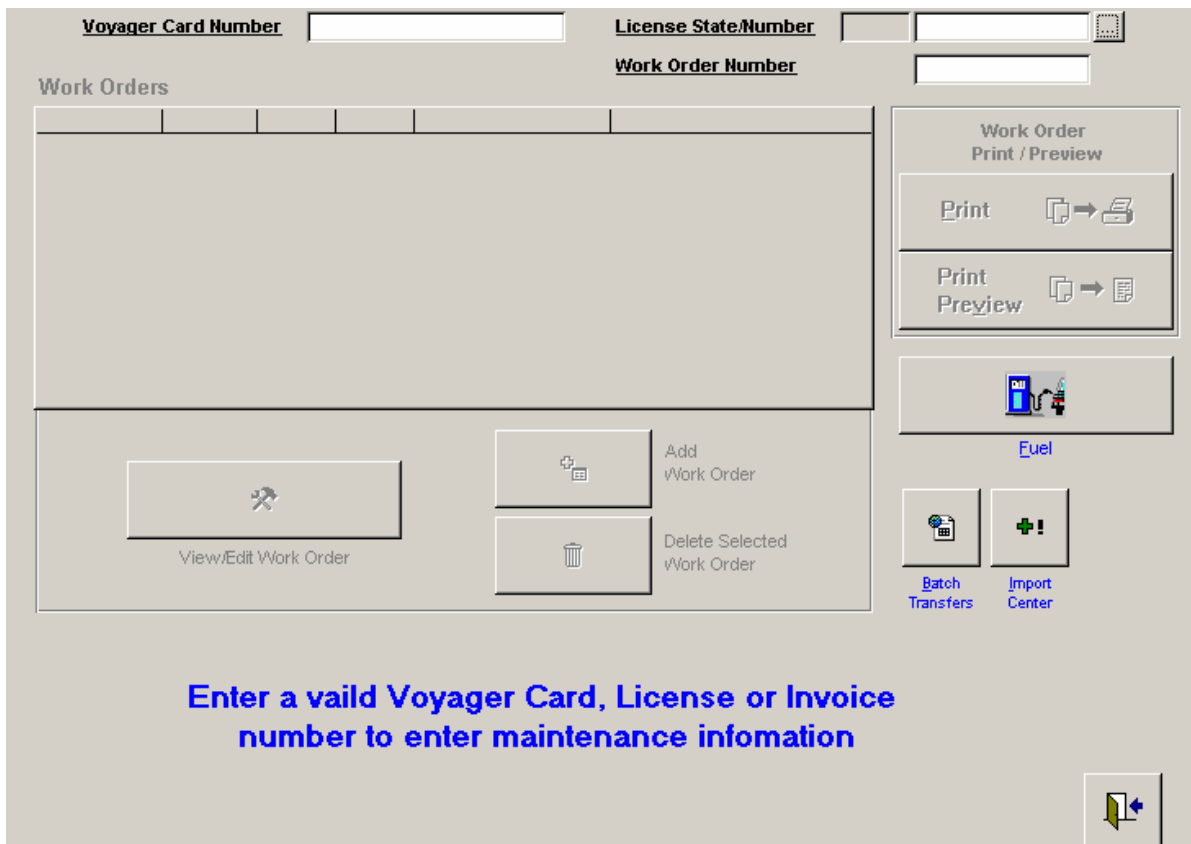
Custom Services Available

Pre-built interfaces are available for many maintenance and fueling systems. Data can flow directly form your fueling and/or maintenance directly into Telestream. Getting paid has never been easier.

Custom reporting is available for any data tracked by Telestream™. This includes task analysis and preventive maintenance reporting. Contact Voyager Fleet Systems for more information.

Maintenance & Inventory

Telestream speeds up your card payments and is a solid basic maintenance package. Telestream™ keeps track of labor, parts and commercial information. Your part number is assigned to work orders with your default price.



Telestream Main Screen

Getting started

The first step is to load your card information into Telestream™. Card information can be manually entered by typing in card information. To begin, type a voyager card number in the box at the top of the screen.

The card number must pass a validity check prior to being entered. If the card is considered valid the 'Equipment ADD' screen will open. The only required field is the license number. The rest of the information can be entered at a later date if it is not currently available. This is how cards are manually entered into Telestream™. Card/Vehicle can be imported through the import center. This will provide a fast way to add/update card/vehicle information. See import specifications for import format.

After the information has been entered press the Add Equipment button to add the new card/vehicle to the Telestream system. If the action is successful the screen will close and you are ready to assign fuel and maintenance transactions.

Equipment ADD

Voyager Card Number 86990-1728-48858-3

This card number is new. Please fill in the license and related information.

License State Two digit state code

License*

Year Four digit Year (2004)

Manufacturer Ford, Chrysler, Chevy, etc.

Model F150, Lebaron, NOVA, etc.

Description

VIN

Odometer

Add Equipment

* Required

Vehicle Edit Screen

86990-1728-52235-7 **License State/Number** G1012753

Work Order Number

Type	Status	Open	Closed

Work Order Print / Preview

Print

Print Preview

Fuel

Batch Transfers

Import Center

Add Work Order

Delete Selected Work Order

Equipment Information can be updated using the "Vehicle Edit" screen. To open the "Vehicle Edit Screen" press the action button at the top right next to the License Number box. Equipment can not be added in the "Vehicle Edit" screen. Equipment is added by entering a new card number at the top of the main entry screen or through a data import.

Deleting Cards

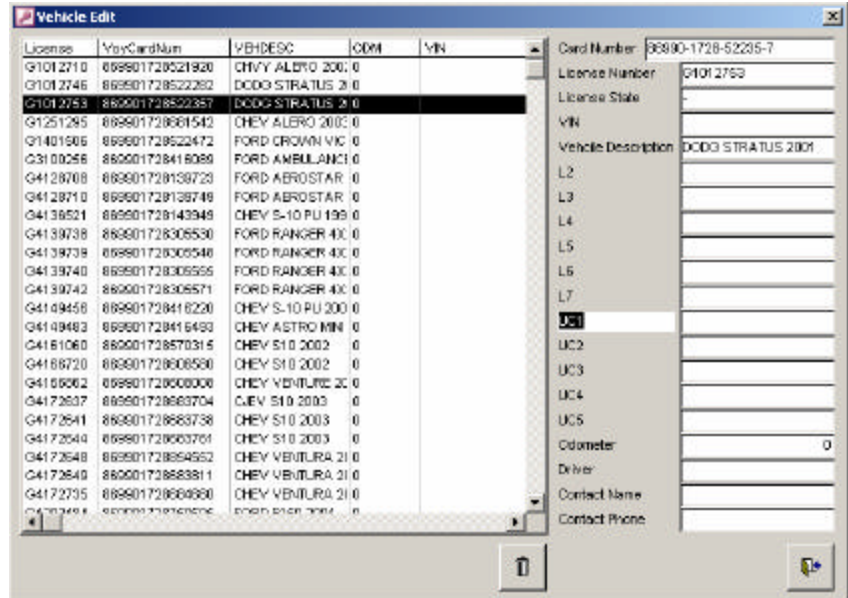
At the bottom of the Vehicle information listing is a delete button. You can delete card information. This will also delete any fuel and maintenance information associated to the vehicle. If a new card has been assigned it would be best to just change the number vs. deleting data.

Vehicle Edit Screen, Continue...

At anytime vehicle information can be updated from the "Vehicle Edit" screen. Voyager provides several fields that can be customized by you. Fields L2-L7 and UC1-UC5 are available for entry of any codes required by your site. The labels can be changes by highlighting them with the mouse and typing in the label you desire. The label will retain the name typed in.

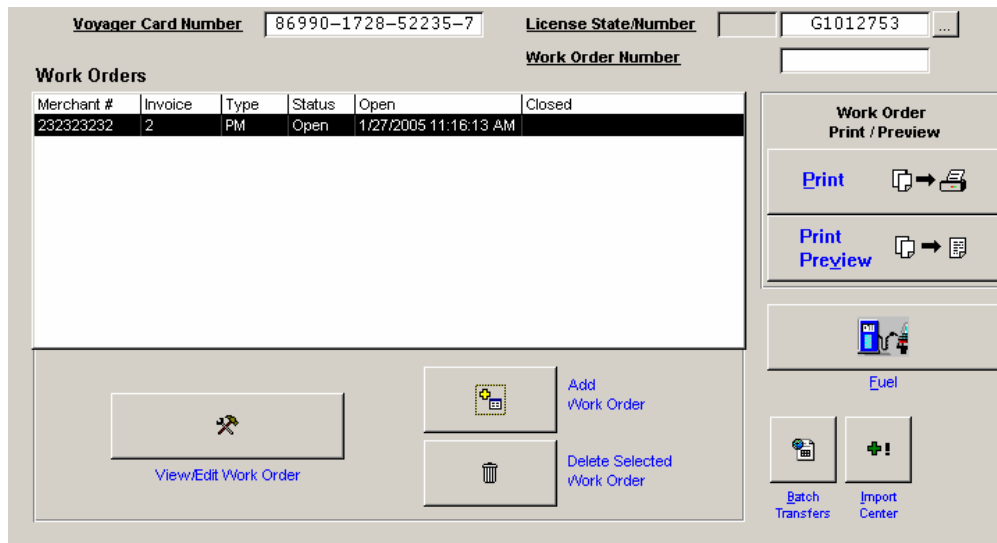
Information is updated as you type it in. Data is committed as you type. No need to press an ADD button.

The selected card/vehicle will become the current card for add/editing of fuel and maintenance transactions.



Maintenance Transactions

Once a card/vehicle has been selected you are ready to enter maintenance transactions. From the main screen any prior work orders will display in the work order selection box. Once comfortable with work order numbers you can go to a card/vehicle simply by typing in the work order number in the top right work order query box.



Work Orders can be printed by selecting a work order from the selection box and pressing the print or print preview buttons. To edit press the view/edit work order button. You can delete work order data. If you have information that is part of a paid batch transaction it is best not to delete it.

A new installation will not have any prior maintenance information. To add a work order select the Add work order button to start the process of entering maintenance data.

Work Order Entry Screen

The work order entry screen is made up of four sections. The general information tab is the header for the maintenance transaction. The Telestream™ system will create a numeric work order/invoice number. This number can not be altered, however, if your site has their own number use the Doc Num. field. This field is alphanumeric and can be any reference number or letter codes you require.

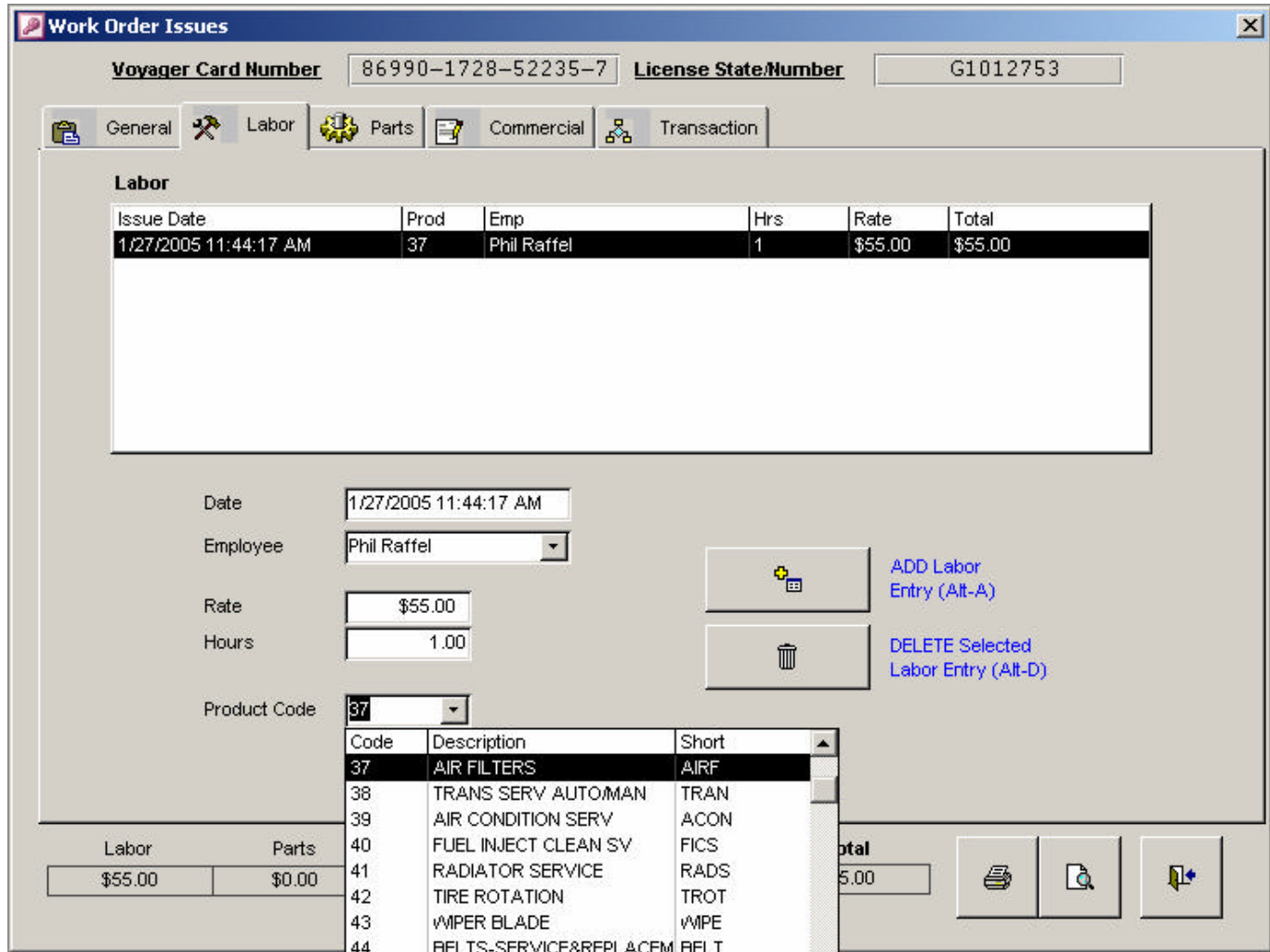
Make sure your correct merchant number displays in the merchant field. If your merchant number does not appear in the list contact Voyager Support before doing any additional entry.

Closing Work Orders, Ready to Transfer

The WO Status and the WO Closed fields are used to close work orders. Once a work order is closed and transferred it can not be re-opened. Make sure not to close a work order until it completely filled in correctly. When the Work Order is closed it will transfer to the batch transfer section of the system for submission to Voyager.

The total for the work order will tally as you enter information into the Work Order Edit screen. The shop fee is available for billing of overhead fees associated with the work order. The print and preview buttons at the bottom right function the same as the print and preview button on the work order selection screen.

Work Order Labor Entry



The screenshot shows the 'Work Order Issues' window with the following details:

- Voyager Card Number:** 86990-1728-52235-7
- License State Number:** G1012753
- Navigation Tabs:** General, Labor (selected), Parts, Commercial, Transaction
- Labor Table:**

Issue Date	Prod	Emp	Hrs	Rate	Total
1/27/2005 11:44:17 AM	37	Phil Raffel	1	\$55.00	\$55.00
- Form Fields:**
 - Date: 1/27/2005 11:44:17 AM
 - Employee: Phil Raffel
 - Rate: \$55.00
 - Hours: 1.00
 - Product Code: 37
- Buttons:**
 - ADD Labor Entry (Alt-A)
 - DELETE Selected Labor Entry (Alt-D)
- Product Code List:**

Code	Description	Short
37	AIR FILTERS	AIRF
38	TRANS SERV AUTOMAN	TRAN
39	AIR CONDITION SERV	ACON
40	FUEL INJECT CLEAN SV	FICS
41	RADIATOR SERVICE	RADS
42	TIRE ROTATION	TROT
43	WIPER BLADE	WPE
44	BELTS-SERVICE&REPLACEM	BELT
- Summary:**

Labor	Parts	Total
\$55.00	\$0.00	\$55.00

To add a labor entry select the Labor tab and press the ADD Labor Entry button with the mouse. To enter a labor entry with-out using the mouse press your Alt-A key. This will do the same as pressing the button. The Telestream™ will keep track of Employee's as they are entered in the system. After the first few maintenance transactions you will be able to enter employee names just by entering the first few letters. The rate will default to the last labor rate entered. If the last rate was \$55.00 per hour any new entries will come up as \$55.00 until the value is modified again. The hours will always come up with a default value of one at the time of add.

The default product code will be the last code entered in the maintenance section. The product codes listed are all the maintenance codes approved by Voyager Fleet Systems. You have the option of assigning any code from the list for your records. When the transaction is submitted to Voyager all labor entries will be submitted as code 25 or standard labor.

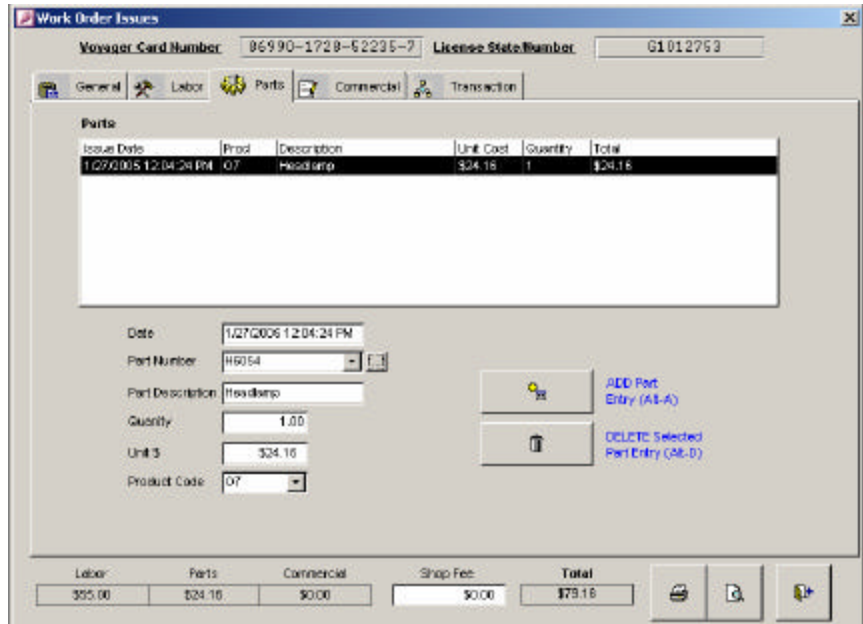
Labor entries can be deleted anytime by selecting the delete button on the right or pressing ALT-D on the keyboard.

Work Order Parts Entry

The parts entry has a similar look and feel to the labor entry; however, there are some additional features that make for a strong inventory management tool.

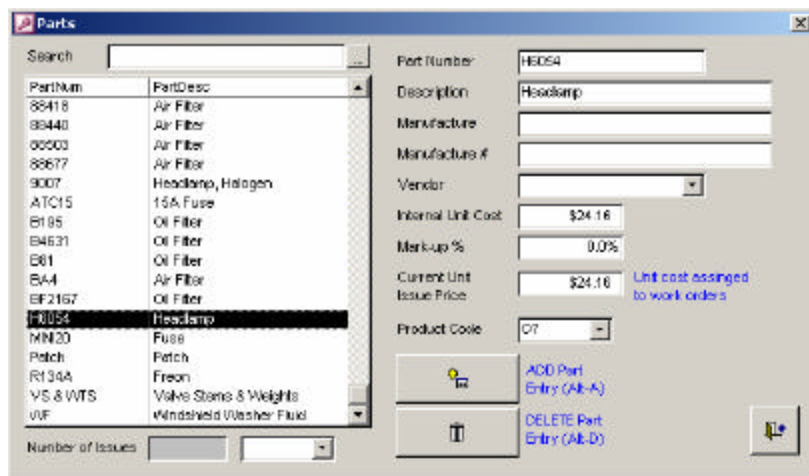
To add a part entry press the ADD Part button or press your ALT-A keys. The current date and time will display in the date field. The part number can be selected from your inventory list. Parts can be entered/maintained for the parts entry screen or imported using the import interface (see: Telestream™ Import Specifications.)

The description will fill based on the description for the selected part number. You are not required to enter a part number. You have the option of entering any description required in the part description field.



The quantity will default to one. You can type any value required. The unit price and product code will be the default associated with the selected part. If a part number has not been selected, simply type in the values. At anytime an entry can be deleted by pressing the delete button on the right or pressing ALT-D on the keyboard.

The default product code will be the last code assigned to the selected part number or the last code entered. The product codes listed are all the maintenance codes approved by Voyager Fleet Systems. You have the option of assigning any code from the list for your records.



The parts entry maintenance screen opens by pressing the button next to the part number list box. To edit an existing part entry select it from the list box. For sites that have many part type all or part of the description or part number. All parts that match the criteria will display in the list. To Add a part press the ADD Part button or press ALT-A. The vendor list will grow based on the past vendor entries for parts. The current Unit Issue price is the price that will show as the default price when the part is issued to a work order.

The number of issues will display at the bottom based the range selection.

The parts entry screen provides for a solid parts tracking system. The actual inventory number is not maintained by this system; however, parts reports are available for analysis of part issues to work orders. This will give the parts professional a tool for showing the movement of inventoried parts and supplies.

Work Order Commercial (Sublet) Entry

The commercial tab is for entry of work done outside the merchant shop. To add a commercial entry press ADD Commercial entry or press ALT-A. The date will fill-in with the current date and time. The vendor list will grow based on the entry of vendors to the Telestream™ system. The invoice number can be an alpha numeric number/code. Parts and labor numbers are always hand entered. The product code default will be the last entered product code. The description is free form up to 255 characters.

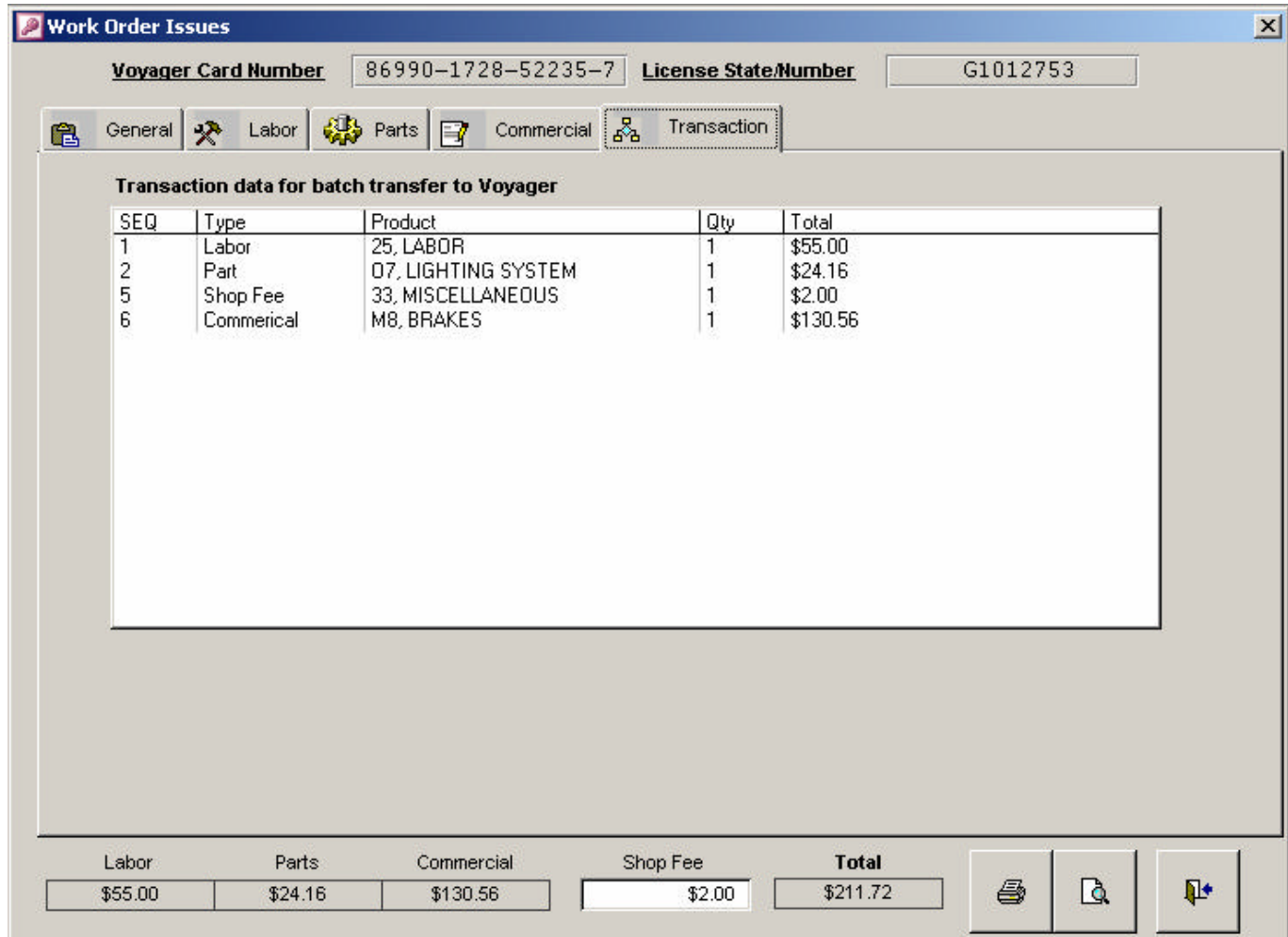
Commercial entries can be deleted anytime by selecting the delete button on the right or pressing ALT-D on the keyboard.

Tally up the Work Order

At the bottom of the work order entry Telestream™ will tally labor, parts and commercial entries. The shop fee is hand entered by the shop. Shop Fee is the any overhead fees to be charged to the work order.

Telestream™ Transaction

Telestream™ does not transmit all the data entered in the Telestream™ system to Voyager for payment. The data transferred to Voyager is called a level 3 transaction. Some but not all of the data entered into Telestream™ is sent and stored with Voyager/US Bank. To see the data format that is transmitted to Voyager for payment select the Transaction tab.



The screenshot shows a software window titled "Work Order Issues" with a tabbed interface. The "Transaction" tab is selected. At the top, there are input fields for "Voyager Card Number" (86990-1728-52235-7) and "License State/Number" (G1012753). Below the tabs, a table displays transaction data for batch transfer to Voyager. The table has columns for SEQ, Type, Product, Qty, and Total. Below the table, a summary row shows totals for Labor, Parts, Commercial, Shop Fee, and Total. At the bottom right, there are icons for printing, searching, and adding.

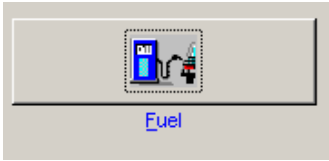
SEQ	Type	Product	Qty	Total
1	Labor	25, LABOR	1	\$55.00
2	Part	07, LIGHTING SYSTEM	1	\$24.16
5	Shop Fee	33, MISCELLANEOUS	1	\$2.00
6	Commerical	M8, BRAKES	1	\$130.56

Labor	Parts	Commercial	Shop Fee	Total
\$55.00	\$24.16	\$130.56	\$2.00	\$211.72

The level 3 transaction format allows for a transaction total and 6 detail sections. Telestream™ splits up maintenance transactions as follows; Section 1 will always be the total labor with code 25 (Labor). Sections 2-4 will be part issues. If there are over 3 parts issues all parts issues after the 2nd issue will be rolled into bucket 4 with miscellaneous code 33. Section 5 is reserved for the shop fee. Section 6 is for commercial entry total.

This is technical stuff; if you have additional questions feel free to call Voyager for clarification.

Fuel Transactions



To open the Fuel Transaction screen press the Fuel button or press ALT-F from the keyboard. If the fuel button is not enabled type in a valid card or license number at the top of the main screen. Once in the Fuel screen you can switch between cards/vehicles by typing in them in at the top of the screen.

Fuel Transactions
✕

Voyager Card Number

License State/Number

TranDate	Prod	Qty	Total	ODM
1/27/2005 1:55:46 PM	01	10.00	\$17.90	250

Merchant #

Transaction Date

Issue Date

Product Code

Unit Price

Unit Quantity

Sub Total

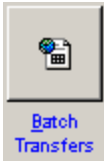
Tax / Rate

Total

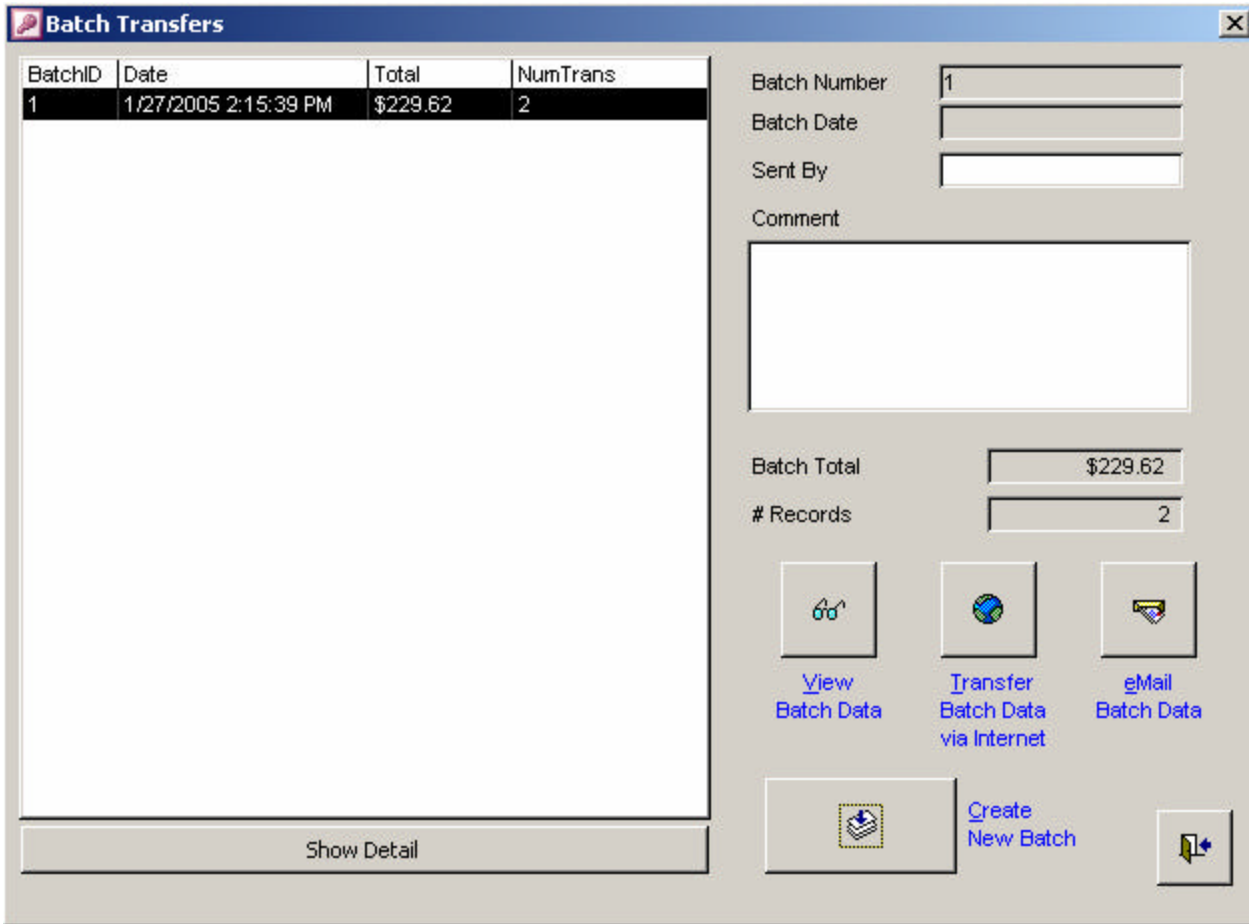
Odometer

All prior fuel transactions will display in the box at left of the screen. To add a fuel transaction press the Add Fuel transaction button or press the ALT-A keys on your key board. On add the last fuel product code and price will default based on the last fuel entries. Fuel transactions that have not be set in for payment can be deleted. A transaction that has been batched for payment submission can not be deleted.

Batch Transfers



The batch transfers screen prepares transactions for submittal to Voyager for payment. All entered fuel transactions that have not yet been submitted and all un-submitted CLOSED work orders will be available for batch submittal.



The screenshot shows a software window titled "Batch Transfers". On the left is a table with the following data:

BatchID	Date	Total	NumTrans
1	1/27/2005 2:15:39 PM	\$229.62	2

Below the table is a "Show Detail" button. To the right of the table are several input fields: "Batch Number" (containing 1), "Batch Date", "Sent By", and "Comment". Below these are summary fields: "Batch Total" (\$229.62) and "# Records" (2). At the bottom right are three buttons: "View Batch Data", "Transfer Batch Data via Internet", and "eMail Batch Data". At the bottom center is a "Create New Batch" button, and at the bottom right is a "Print" button.

To create a new batch press the Create New Batch button or press your ALT-C keys on your keyboard. All un-submitted fuel and closed maintenance transaction will be available for batch submission. After the batch is created it can be submitted FTP transfer or email. The batch files are text (*.txt) files that are written to the root C:\ directory when the view, transfer or email buttons are pressed. If you have problems sending the file FTP or email the batch files can manually be submitted to teletream@fuelforce.com at any time. For more clarification please contact Voyager Support.

Batch Detail Report

At anytime a Batch Detail report can be viewed/printed by pressing the Show Detail button at the bottom of the batch transfer screen. This provides a hard copy record of the submitted transaction and simple means to reconcile when payment is received.