

Configure Violations to a Person

Setting up Violation Entries

Before you can issue violations you must enable **Link violations to users** in System Settings, Violations before issuing violations by person or vehicle.

The screenshot displays the system settings interface. On the left, a sidebar lists various settings categories, with 'Violations' highlighted in blue and marked with a red circle '2'. A red arrow points from this category to the main content area. The main content area is titled 'Printing Tickets via Laptops' and contains several settings:

- Link violations to users:** A blue checkbox with a checkmark, highlighted with a red circle '3' and a red arrow.
- The prefix to go in front of the ticket number:** A text input field containing 'TT'.
- The next number for printing tickets from the web:** A text input field containing '10697'.
- Show Driver's License on Tickets:** An unchecked checkbox.
- Show Ticket # as barcode on Ticket:** A checked checkbox.

Below these settings is a section titled 'Printable Area for Tickets via Laptop' with the following configuration:

Maximum width in pixels	265
Top padding in pixels	95
Maximum printing height	385
Padding below printing area	35

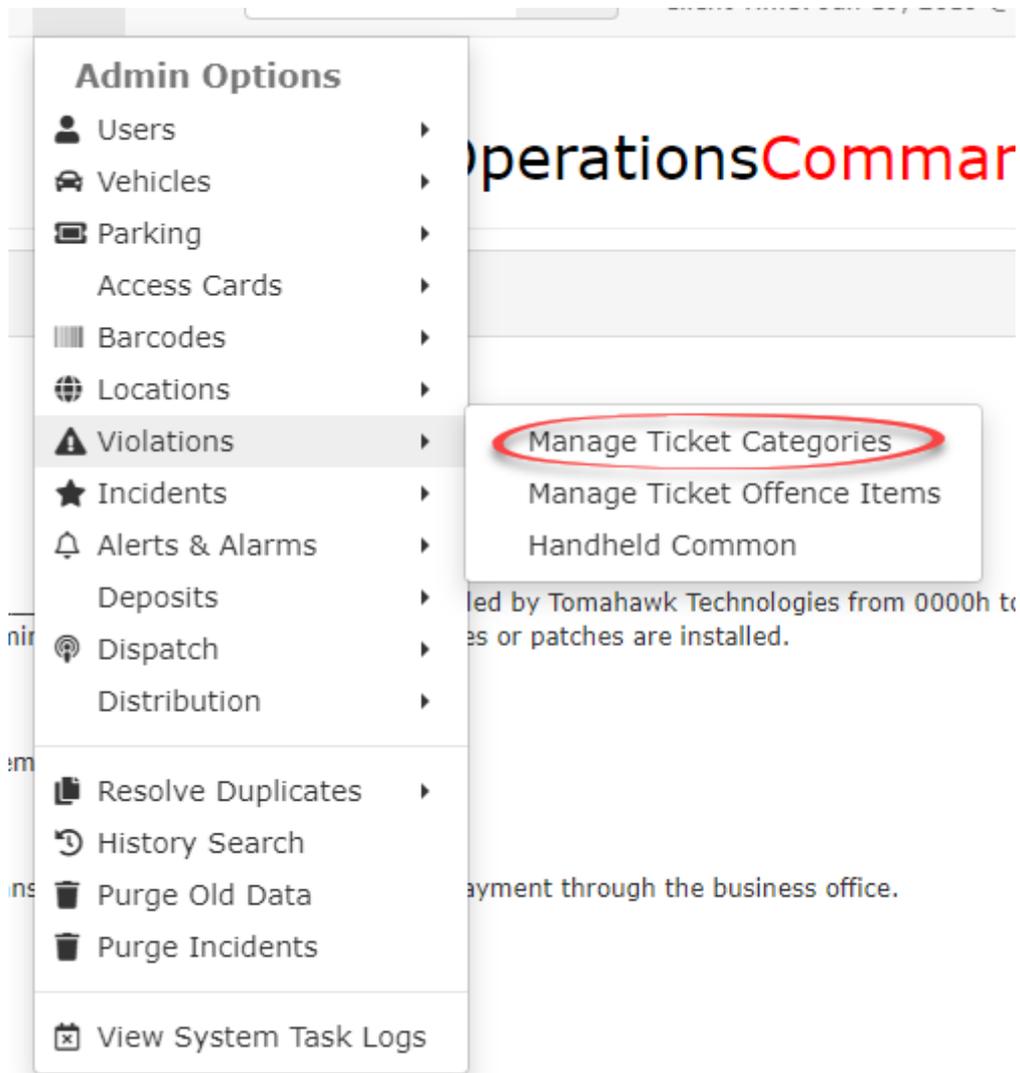
At the bottom of the settings page, there are three more checkboxes:

- Hide Zero Dollar Fines:** A checked checkbox.
- Include Random PIN on Handheld Tickets:** A checked checkbox.
- Enable anonymous payments for violations:** A checked checkbox.

A 'Save Settings' button is located at the bottom of the page.

Managing Ticket Categories

Hover over **Admin Options**, select **Violations**, then **Manage Ticket Categories**



Select the Ticket Category that is being updated to allow users to receive violations, in this example Municipal is being selected

OPS-COM provides the ability to issue violations directly against an individual person rather than a vehicle. These types of offenses could include violations for smoking, alcohol-related offenses, personal conduct, etc. When configuring such a category, simply select **Users** only for the **Violation Applies To** setting.

Manage Ticket Categories

Ticket Categories

Municipal	Edit Category
Private Property	Edit Category

Add New Ticket Category

Editing Category: Municipal

Ticket Category Name

Visible on Handhelds

Enable Fail to Identify

Violation Applies To Vehicles Users

Save Ticket Category **Archive Ticket Category**

Select Users in the **Violation Applies To** section

Manage Ticket Categories

Ticket Categories

Municipal	Edit Category
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Add New Ticket Category

Editing Category: Municipal

Ticket Category Name

Visible on Handhelds

Enable Fail to Identify

Violation Applies To Vehicles **Users**

Save Ticket Category **Archive Ticket Category**

Now when entering a violation of this offence type it will be possible to apply the violation to a person.

Enter Basic Violation Information

Ticket Writer (admin) Admin

Spoiled ? Valid - not spoiled

Ticket Number Auto Generated

Warning ?

Ticket Type ? Municipal

Include Archived Categories

Apply violation to:

A Vehicle A Person 

Licence plate Name

Province Drivers Licence

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