

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 is a sidebar menu with various categories, each with a count in a circle. A red arrow labeled '1' points to the 'Violations' category, which is highlighted in blue and has a red circle with the number '2' next to it. A second red arrow labeled '3' points from the 'Violations' category to the 'Link violations to users' toggle switch in the 'Printing Tickets via Laptops' section. This toggle is currently turned on, indicated by a checkmark and a blue background. Other settings visible include 'The prefix to go in front of the ticket number' set to 'TT', 'The next number for printing tickets from the web' set to '10697', and a 'Printable Area for Tickets via Laptop' section with fields for 'Maximum width in pixels' (265), 'Top padding in pixels' (95), 'Maximum printing height' (385), and 'Padding below printing area' (35). At the bottom, there are three more toggles: 'Hide Zero Dollar Fines', 'Include Random PIN on Handheld Tickets', and 'Enable anonymous payments for violations.', all of which are turned on. A 'Save Settings' button is located at the bottom right.

Forms (1)

Global (7)

Incidents (2)

Lightweight Directory Access Protocol (9)

Licensing (6)

Lockers (8)

License Plate Recognition (1)

Parking (1)

Payments (5)

Permits (18)

Security (17)

Temp Permits (1)

Third Party (9)

User Profile (25)

Vehicles (1)

Violations (2) (16)

Printing Tickets via Laptops

☒ Link violations to users (3)

The prefix to go in front of the ticket number: TT

The next number for printing tickets from the web: 10697

☐ Show Driver's License on Tickets

☒ Show Ticket # as barcode on Ticket

Printable Area for Tickets via Laptop

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

☒ Hide Zero Dollar Fines

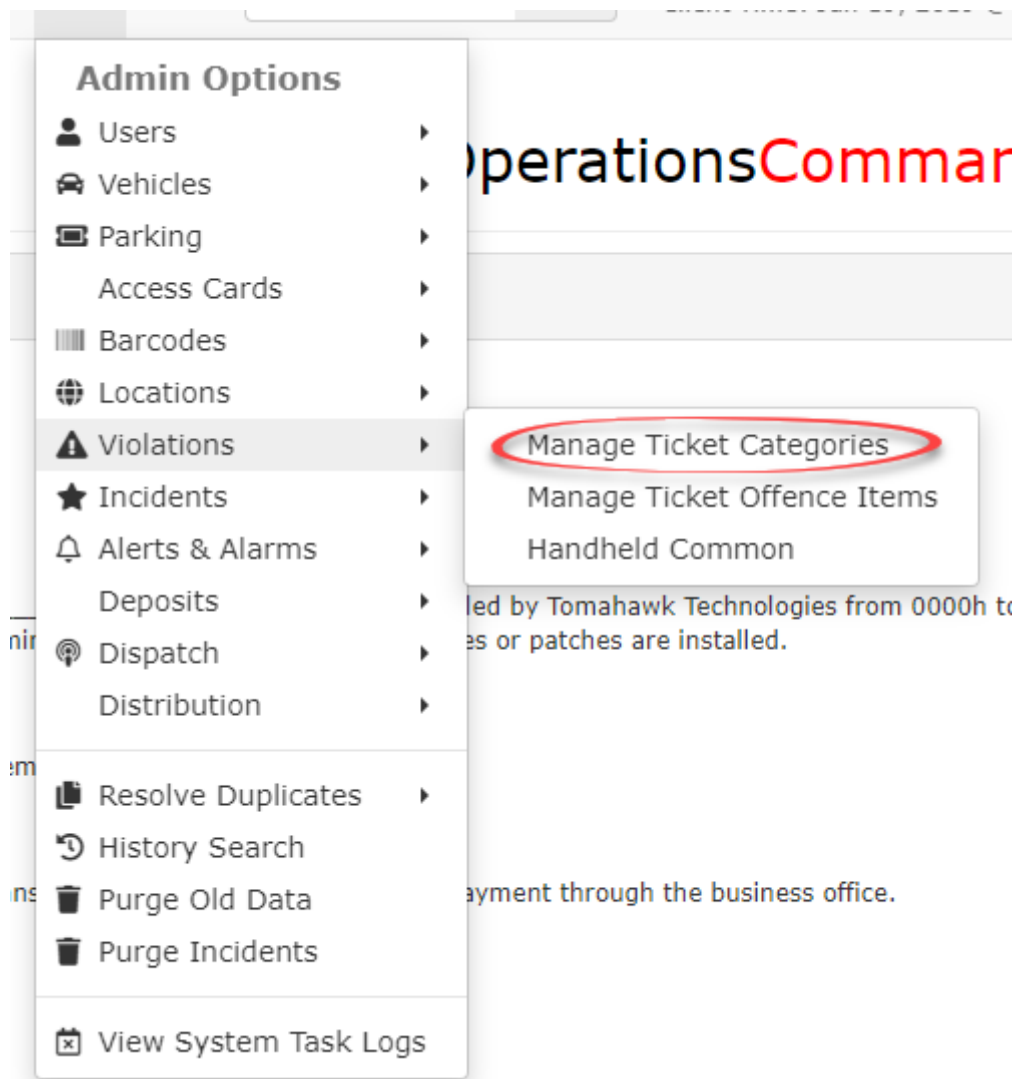
☒ Include Random PIN on Handheld Tickets

☒ Enable anonymous payments for violations.

Save Settings

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

Manage Ticket Categories

Ticket Categories

| | |
|-------------------------|---------------|
| Municipal | Edit Category |
| Private Property | Edit Category |
| Add New Ticket Category | |

Editing Category: Municipal

Ticket Category Name

Municipal

☐ 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 |
| Private Property | Edit Category |
| Add New Ticket Category | |

Editing Category: Municipal

Ticket Category Name

Municipal

☐ 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

Search Vehicles

Search Users

Licence plate

Name

Province

Drivers Licence

