











The Validator - a Parking Validation Utility

You must create a new role to apply the permissions correctly. For more information refer to this [article on Roles and Permissions](#)

Manage Administrator Roles

Administrator Roles

Primary Admin	Permissions	
Tomahawk	Permissions	
Administrator	Permissions	
Dispatcher	Permissions	
Financial Admin	Permissions	
Incident Manager Admin	Permissions	
Locker Admin	Permissions	
Parking Manager Admin	Permissions	
Patrol Officer	Permissions	
patrol	Permissions	

Add New Role

Adding a new Role

Role Name













Parking Validator

Description

Parking Validator

Save Role

In our example, we created a Role entitled **Parking Validator**. The new role will appear in the list of roles.

Administrator Roles		
Primary Admin	Permissions	
Tomahawk	Permissions	
Administrator	Permissions	
Dispatcher	Permissions	
Financial Admin	Permissions	
Incident Manager Admin	Permissions	
Locker Admin	Permissions	
Parking Manager Admin	Permissions	
 Parking Validator	Permissions	
Patrol Officer	Permissions	
patrol	Permissions	
<div>Add New Role</div>		

You must add the "**Create Temp Permit Entries**" permission to the role you just created.

Manage Administrator Roles

Administrator Roles		
Primary Admin	Permissions	
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Parking Manager Admin	Permissions	
Parking Validator	Permissions	
Patrol Officer	Permissions	
patrol	Permissions	
<div>Add New Role</div>		

Editing Permissions: Parking Validator

Violations

☐ Pricing & Lot Administration

Create and edit permit lots.

☐ View Permits

Ability to View Permits

☐ Edit Permits

Ability to edit the Permit State on permits

☐ Allocate Permits

Ability to allocate permit numbers to a Lot

☐ Edit Permit Allocations

Ability to edit permit allocation Sale windows

☐ View Access Cards

Ability to view Access Cards

☐ Edit Access Cards

Ability to edit Access Card information

☐ Add Access Cards

Ability to Add Access Card numbers

☒ Create Temp Permit Entries

Access the temp permit creation page. Used for parking validat

☐ Manage Validator Group Records

View and delete records created with the validation tool from a the same group as the admin.

☐ Manage All Validator Records

View and delete records created with the Validate Parking tool admins.

☐ View Validator Report

View records created with the Validate Parking tool.

☐ Prorate Permit Purchases

When the lot allows for proration, this permission enables the : prorate the permit purchase for a user.

Save Permissions

Create or edit an Admin user who will manage the parking validation.

Manage Administrator Users

Parking Validator -

Retrieve

Editing User: (Parking Validator)

View Login History

Login as Admin

✓ Activate this account and allow system login

Username

Password

Leave this blank to keep the existing password.
Passwords are case sensitive.

Email

Display Name

Admin Groups

Cadre No.

Task Group

Redirect To

Allowed IP Addresses

IP addresses in full or in part, separated on new lines.
Good:

. A single period to match all IP's
10.32 A partial IP to match a specific network
10.32.1.144 A full IP to match a specific computer

Bad:
10.* Wildcards like this will not work
parkadmin.com Domain names will not work

Hour limit for searching dispatch records

Leave blank to allow searching dispatch logs indefinitely. Otherwise, put in the number of hours you wish this administrator to be allowed to search within.

Active Roles

- ☐ Administrator Administrators are the highest role under Owners. but may not have all the permissions
- ☐ Dispatcher Dispatcher enters dispatches and can assign to an Incident
- ☐ Financial Admin Ability to manage payments, refunds and all reporting
- ☐ Incident Manager Admin Manages all aspects of Incidents that are not available to other Incident Admins
- ☐ Locker Admin Manages all aspects of lockers
- ☐ Parking Manager Admin Ability to set up lots, allocations and pricing
- ☒ Parking Validator Parking Validator
- ☐ Patrol Officer Issues Violations and Citations
- ☐ Primary Admin Primary Admins always have access to manage other roles.
- ☐ Tomahawk Tomahawk users are hidden from clients

Parking Validation Lot Zones

- Garage L1
- Garage L2
- Day Care
- Centrum

Camera Access

Comment

Update User

Select the **lot zone(s)** this Admin will manage and save the user. These will be the lots that you intend to use with the **Parking Validator** utility.

Parking Validation Lot Zones

Garage L1

Garage L2

Day Care

Centrum

Note: These zones have to be set in the lots you wish to validate. In Lot Administration go to the Zone & Location tab to select the zone associated with the lot.

[Back](#)

Edit Lot:

Company Staff lot - \$30.00

[General](#) [Zone & Location](#) [Standard Permits](#) [Temporary Permits](#) [LPR Settings](#) [Additional Settings](#)

Location

Zone

Main

Days or Range within Sales Window

S M T W T F S

Start Time

00:00

End Time


23:59

Remove Zone

Add Zone By Days

Add Zone By Date Range

Map



Create Map Marker

Color

black

Latitude


Longitude

Click and drag the map marker to an appropriate map location.

Accessing the Validator Tool

Log in as this user. Only one menu item entitled '**Create Validations**' will be available.

(Note: The following screen represents the view of the validation tool that would be used by admins who have restricted access to the OPS-COM system and would have access to the Validation Tool Only)


Branch: testing
Client Time: Jun 4, 2019 @ 14:59:19

Parking Management

☒ Parking Validation

Create Validations
Manage Validations
Parking Validation Report

Admin Dashboard

Welcome to OPS-COM

The Validate Parking screen will appear.

Validate Parking

Plates

TOMA92
PL8RDR

PLATE, USRPL8

Comment

Campus Validation

Lot Zone

- Select Lot Zone -

Valid Between Dates

Mar 21, 2022 @ 10:55 am

Mar 21, 2022 @ 12:55 pm

Valid Times

12 am

1 am

2 am

3 am

4 am

5 am

6 am

7 am

8 am

9 am

10 am

11 am

12 pm

1 pm

2 pm

3 pm

4 pm

5 pm

6 pm

7 pm

8 pm

9 pm

10 pm

11 pm

Valid Days

Sunday

Monday

Tuesday

Wednesday

Thursday

Friday

Saturday

Click and drag to toggle hours and days quickly.

Selected

Not Selected

Create Validation Records

Click '**Create Validations**'. From this page you can:

1. Enter plate number(s)
2. Enter a comment
3. Select the lot zone in which you want to validate the vehicle
4. Select the date range you wish the validation to be in effect.
5. Set the Valid Time Frame (These blocks represent a full hour. In our example below we are setting the Valid times between 7am and 7pm).
6. Select the Valid Days you wish to have the validation in effect.
7. Click Validate to apply the validation.

In this example we are validating three vehicles to park in the Garage Level 1 zone, between the hours of 8:00pm to 10:00pm, for the six week period between March 23rd to May 4th, on Monday, Wednesday, and Thursday.

Validate Parking

1

Plates

ABC123

2

Comment

Campus Validation

3

Lot Zone

Main

4

Valid Between Dates

Mar 21, 2022 @ 10:55 am

Mar 21, 2022 @ 12:55 pm

Valid Times

5

12 am	1 am	2 am	3 am	4 am	5 am	6 am	7 am	8 am	9 am	10 am	11 am	12 pm	1 pm	2 pm	3 pm	4 pm	5 pm	6 pm	7 pm	8 pm	9 pm	10 pm	11 pm
-------	------	------	------	------	------	------	------	------	------	-------	-------	-------	------	------	------	------	------	------	------	------	------	-------	-------

Valid Days

6

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
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Click and drag to toggle hours and days quickly.

Selected

Not Selected

Create Validation Records

The list of valid vehicles appears below the submit form.

Validate Parking

Plates

TOMA92
PL8RDR

PLATE, USRPL8

Comment

Campus Validation

Lot Zone

- Select Lot Zone -

Valid Between Dates

Mar 21, 2022 @ 11:05 am

Mar 21, 2022 @ 1:05 pm

Valid Times

12 am

1 am

2 am

3 am

4 am

5 am

6 am

7 am

8 am

9 am

10 am

11 am

12 pm

1 pm

2 pm

3 pm

4 pm

5 pm

6 pm

7 pm

8 pm

9 pm

10 pm

11 pm

Valid Days

Sunday

Monday

Tuesday

Wednesday

Thursday

Friday

Saturday

Click and drag to toggle hours and days quickly.

Selected

Not Selected

Create Validation Records

Active Parkers

Refresh

Copy CSV Excel PDF Print

Show 100 entries

Search:

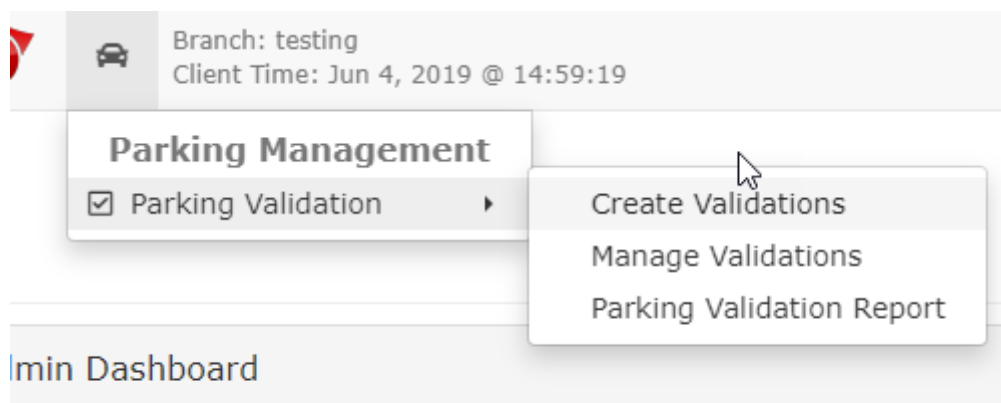
Admin	Zone	Plate	Comment	Start Time	End Time
John @ Tomahawk	BSL2	APVK189	Campus Validation	10:49 am	2022-03-22 12:00 am
John @ Tomahawk	Main	ABC123	Campus Validation	11:04 am	2022-03-22 12:00 am

Showing 1 to 2 of 2 entries

Previous 1 Next

Advanced Features

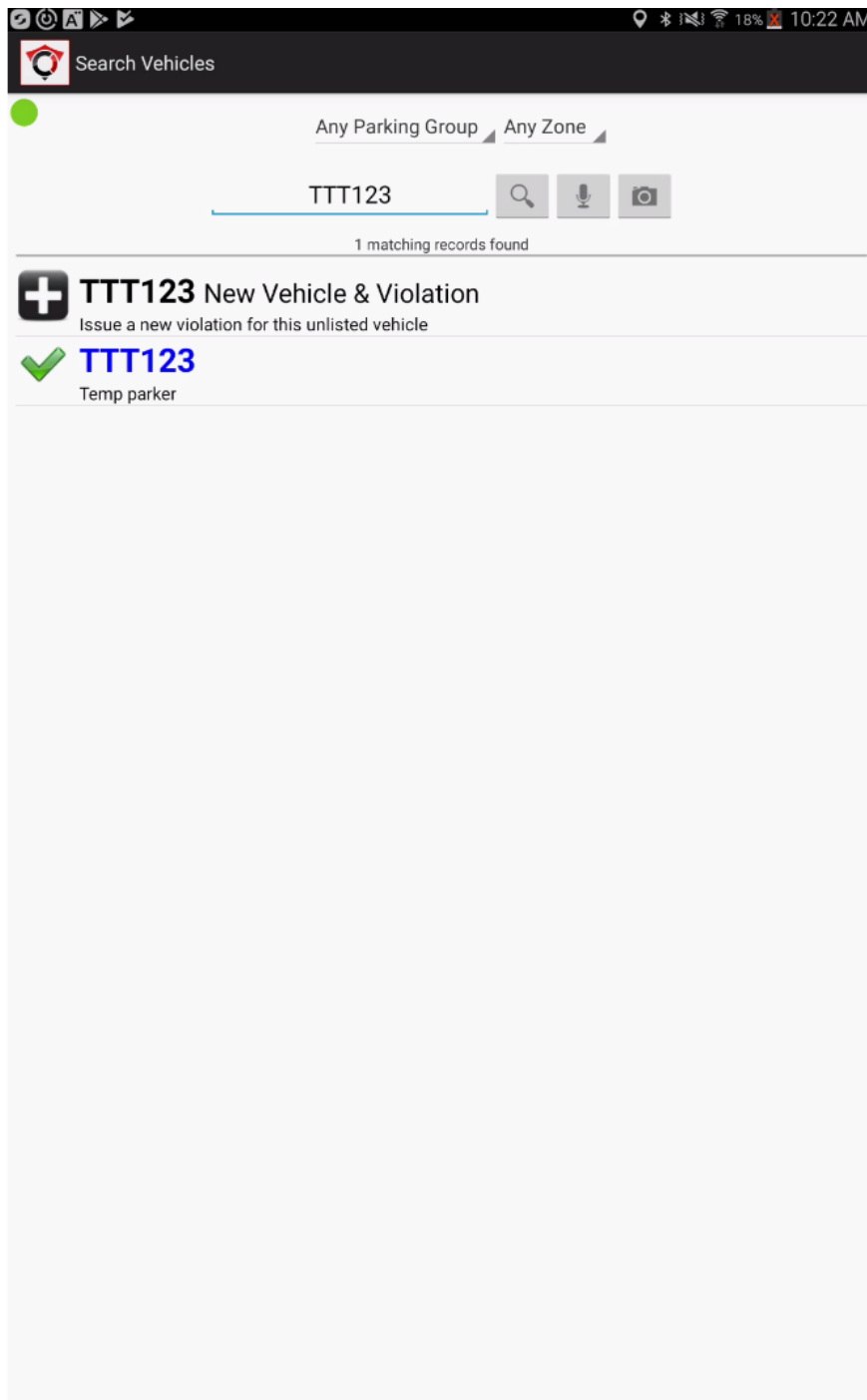
With full access to the tool within OPS-COM there are several additional features to take into account. Not only do you have the validator tool, you also have the ability to run reports and Manage validations.



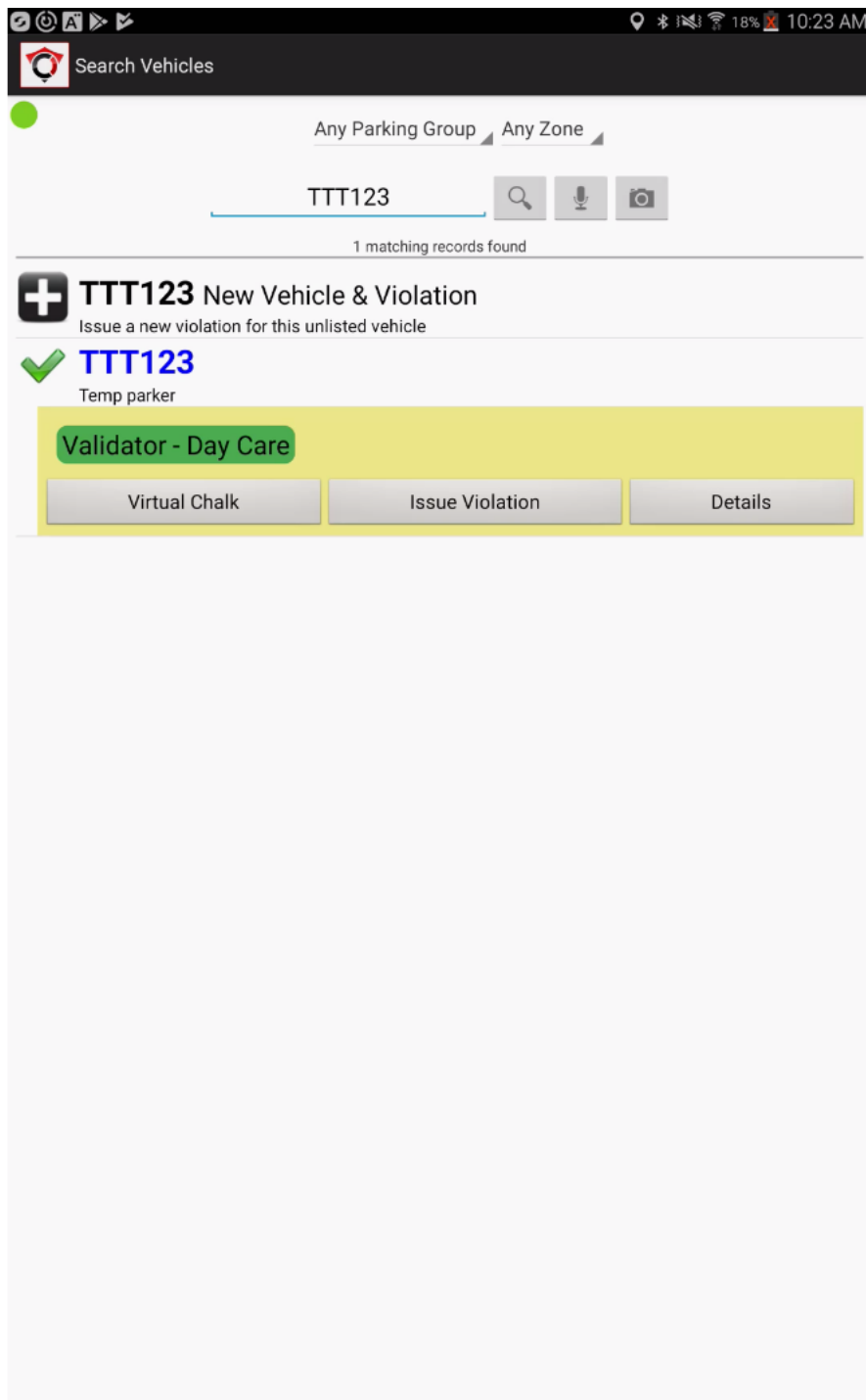
Welcome to OPS-COM

How Do Temporary Validated Parkers Appear on the Handheld Devices

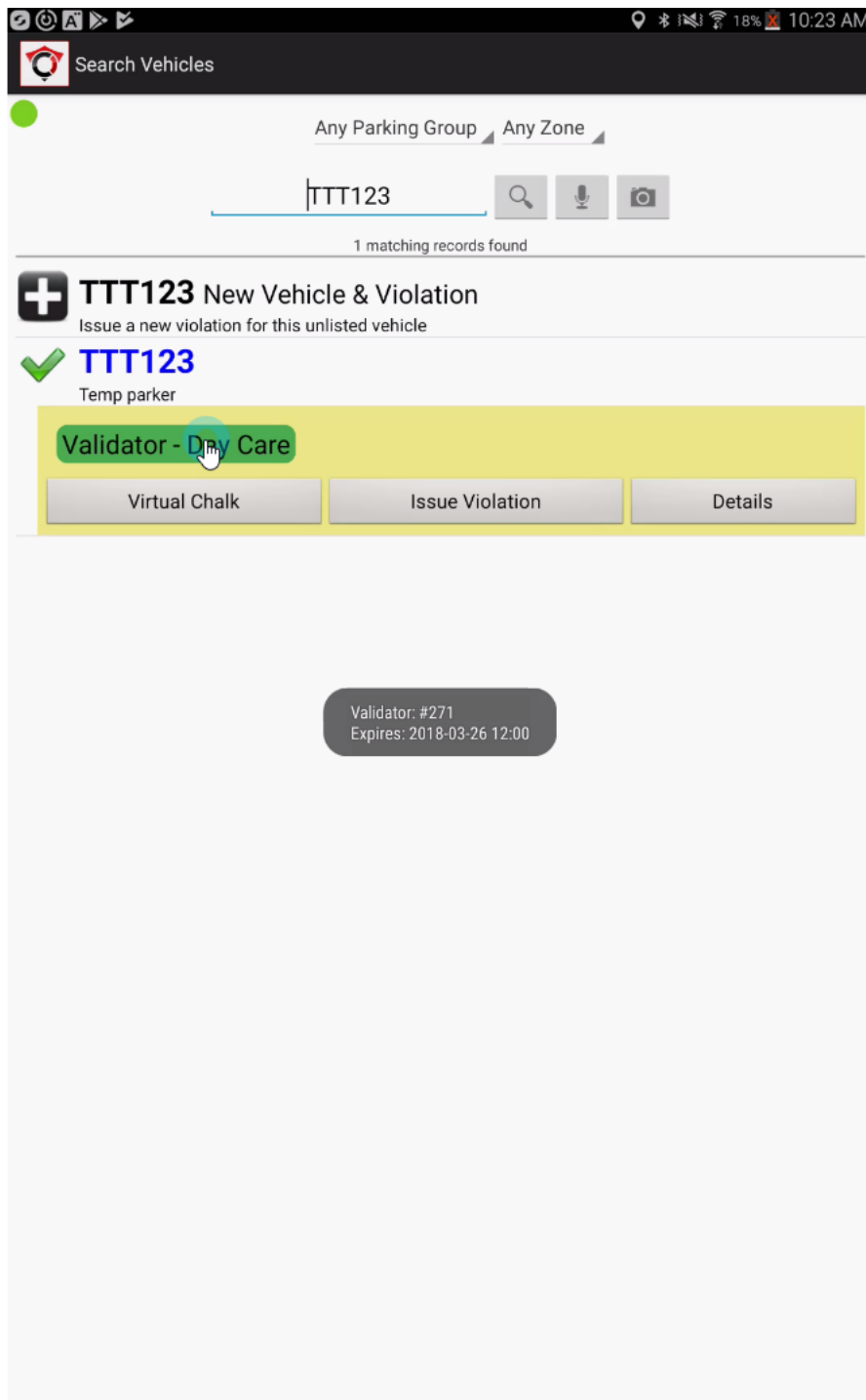
Parkers who are validated through this tool will appear as a "**Temp Parker**" on the Android version of **OPS-COM**.



By tapping on the plate number you will get an expanded view with further detailed information. In our example, we see the parker has a **Validator** created permission to park in the **Day Care Lot Zone**.



To see even finer detail on this permission, tap the green rectangle labelled **Validator - Day Care**. A pop up will appear showing a **reference number** and the **Expiry date** of the permission.



A closer look:

A white rectangular box with a subtle drop shadow. Inside, there is a dark gray rounded rectangle. A thin red border highlights the top-left corner of the dark gray area.

Validator: #271
Expires: 2018-03-26 12:00

Revision #2

Created 8 May 2024 07:18:58

Updated 11 September 2024 13:40:49