

# 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 |  |
| <div>Add New Role</div> |             |  |

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 |  |
| 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 |  |

Add New Role

Editing Permissions: Parking Validator

Violations

|  |  |
|--|--|
| <input type="checkbox"/> Pricing & Lot Administration          | Create and edit permit lots.   |
| <input type="checkbox"/> View Permits                          | Ability to View Permits  |
| <input type="checkbox"/> Edit Permits                          | Ability to edit the Permit State on permits  |
| <input type="checkbox"/> Allocate Permits                      | Ability to allocate permit numbers to a Lot  |
| <input type="checkbox"/> Edit Permit Allocations               | Ability to edit permit allocation Sale windows   |
| <input type="checkbox"/> View Access Cards                     | Ability to view Access Cards   |
| <input type="checkbox"/> Edit Access Cards                     | Ability to edit Access Card information  |
| <input type="checkbox"/> Add Access Cards                      | Ability to Add Access Card numbers   |
| <input checked="" type="checkbox"/> Create Temp Permit Entries | Access the temp permit creation page. Used for parking validation  |
| <input type="checkbox"/> Manage Validator Group Records        | View and delete records created with the validation tool from a the same group as the admin.             |
| <input type="checkbox"/> Manage All Validator Records          | View and delete records created with the Validate Parking tool admins.                                   |
| <input type="checkbox"/> View Validator Report                 | View records created with the Validate Parking tool.   |
| <input type="checkbox"/> 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 Parking Validator

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

Days or Range within Sales Window

Start  
Time

End Time

Main

S M T W T F S

00:00

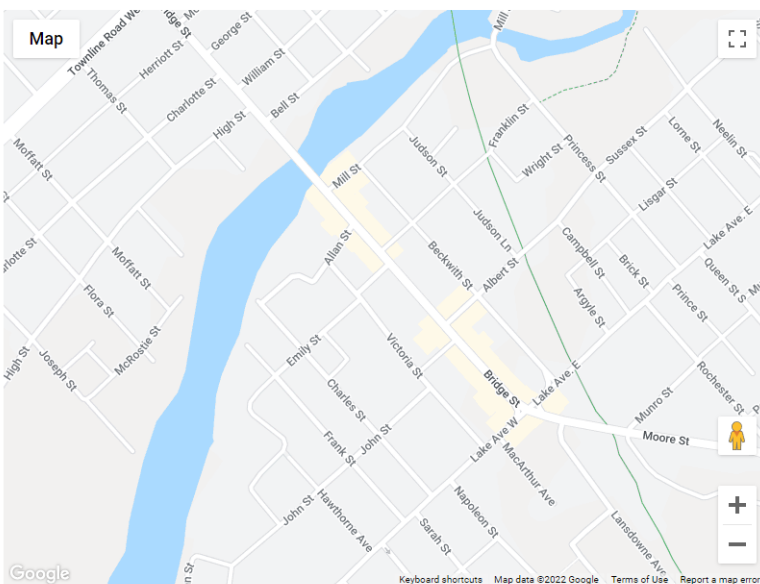
23:59

Remove Zone

Add Zone By Days

Add Zone By Date Range

Map



Create Map Marker

Color

black

Latitude

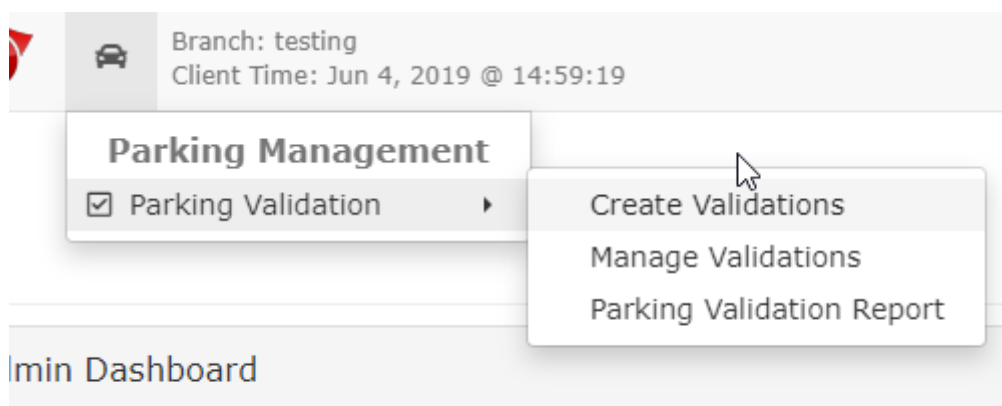
Longitude

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.



## 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

1 vehicle will receive 1 record each.  
A total of 1 validator record will be created.

**2** Comment

Campus Validation

**3** Lot Zone

Main

**4** Valid Between Dates

Mar 21, 2022 @ 10:55 am

Mar 21, 2022 @ 12:55 pm

**5** 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 |
|-------|------|------|------|------|------|------|------|------|------|-------|-------|-------|------|------|------|------|------|------|------|------|------|-------|-------|

**6** Valid Days

|        |        |         |           |          |        |          |
|--------|--------|---------|-----------|----------|--------|----------|
| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|--------|--------|---------|-----------|----------|--------|----------|

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:

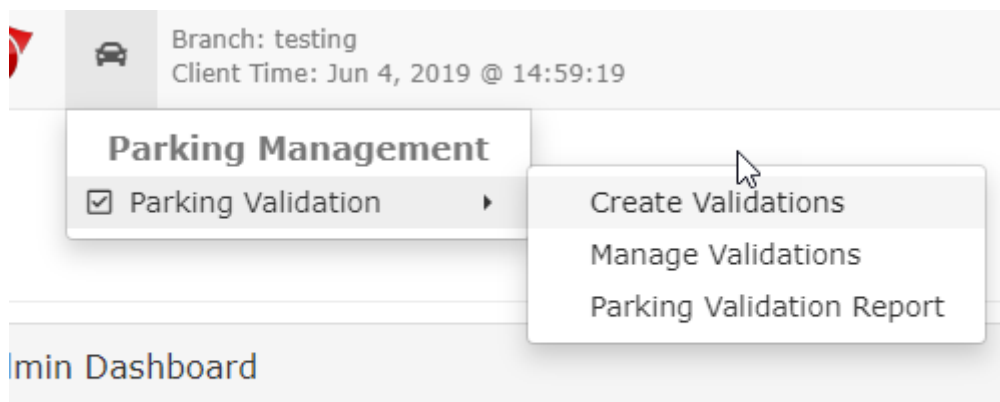
| Admin           | Zone | Plate   | Comment           | Start Time | End Time            |
|-----------------|------|---------|-------------------|------------|---------------------|
| John @ Tomahawk | BSL2 | APVK189 | Campus Validation | 10:49 am   | 2022-03-22 12:00 am |
| John @ Tomahawk | Main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

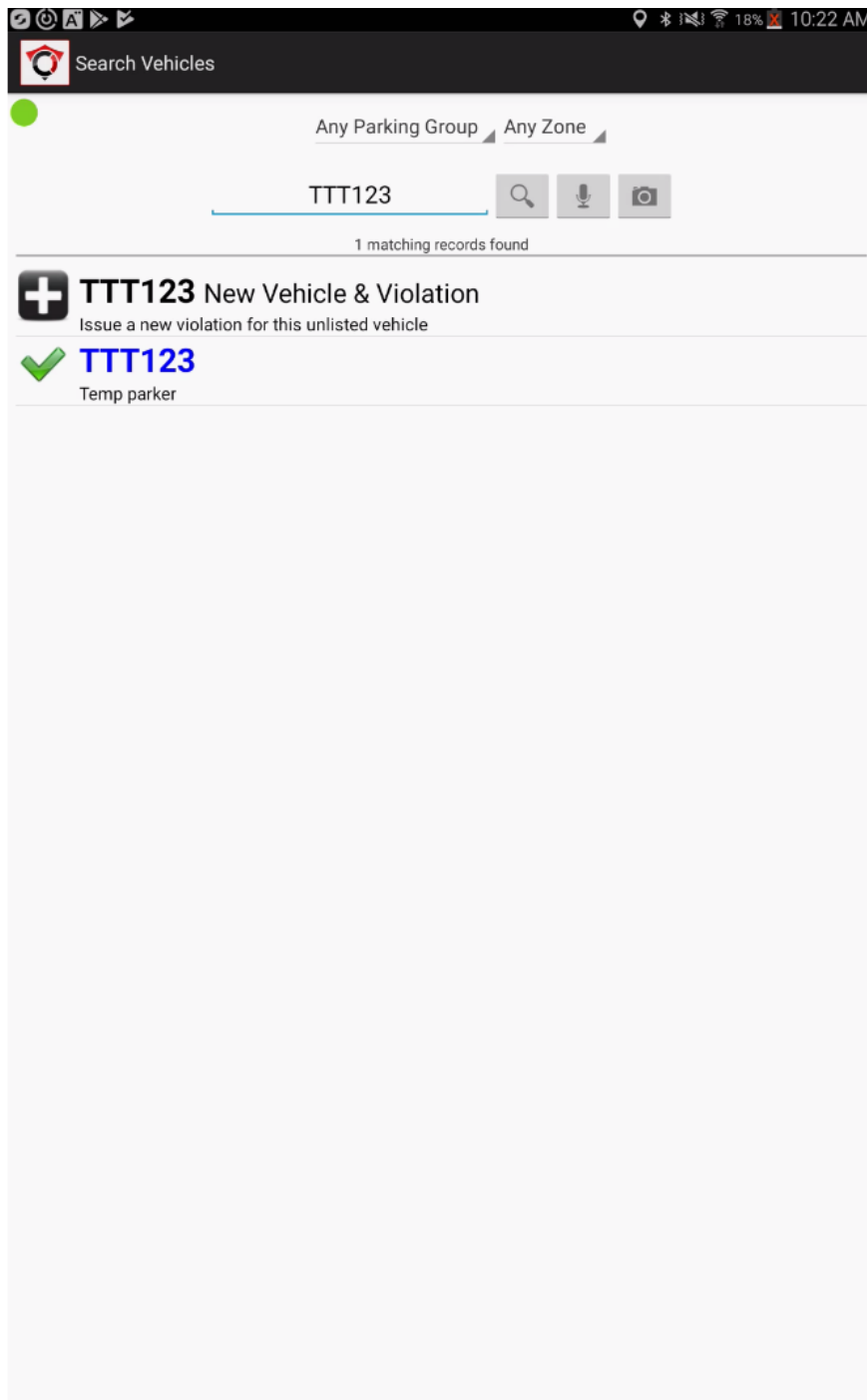


Welcome to OPS-COM

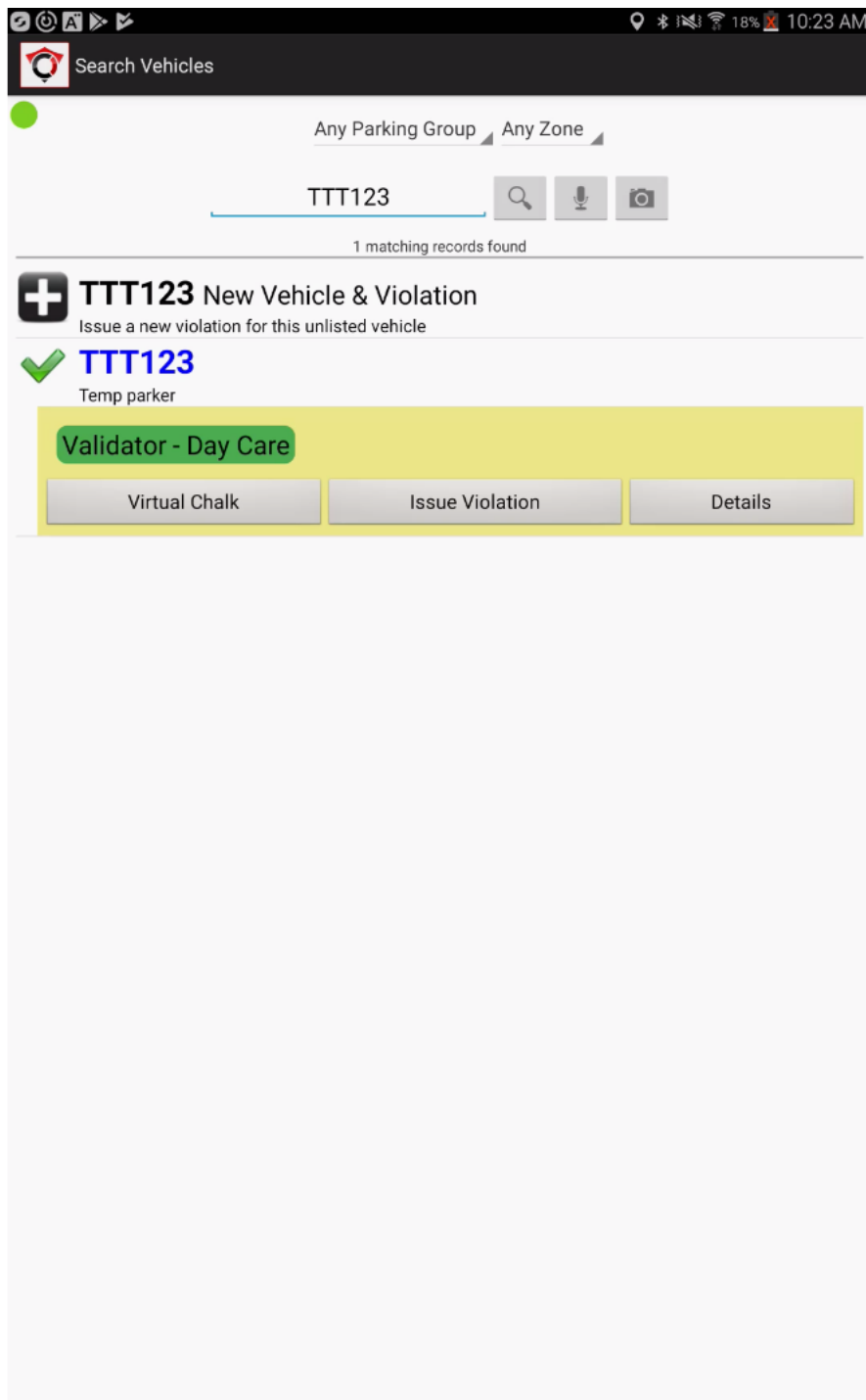


# How Do Temporary Validated Parkers Appear on the Handheld Devices

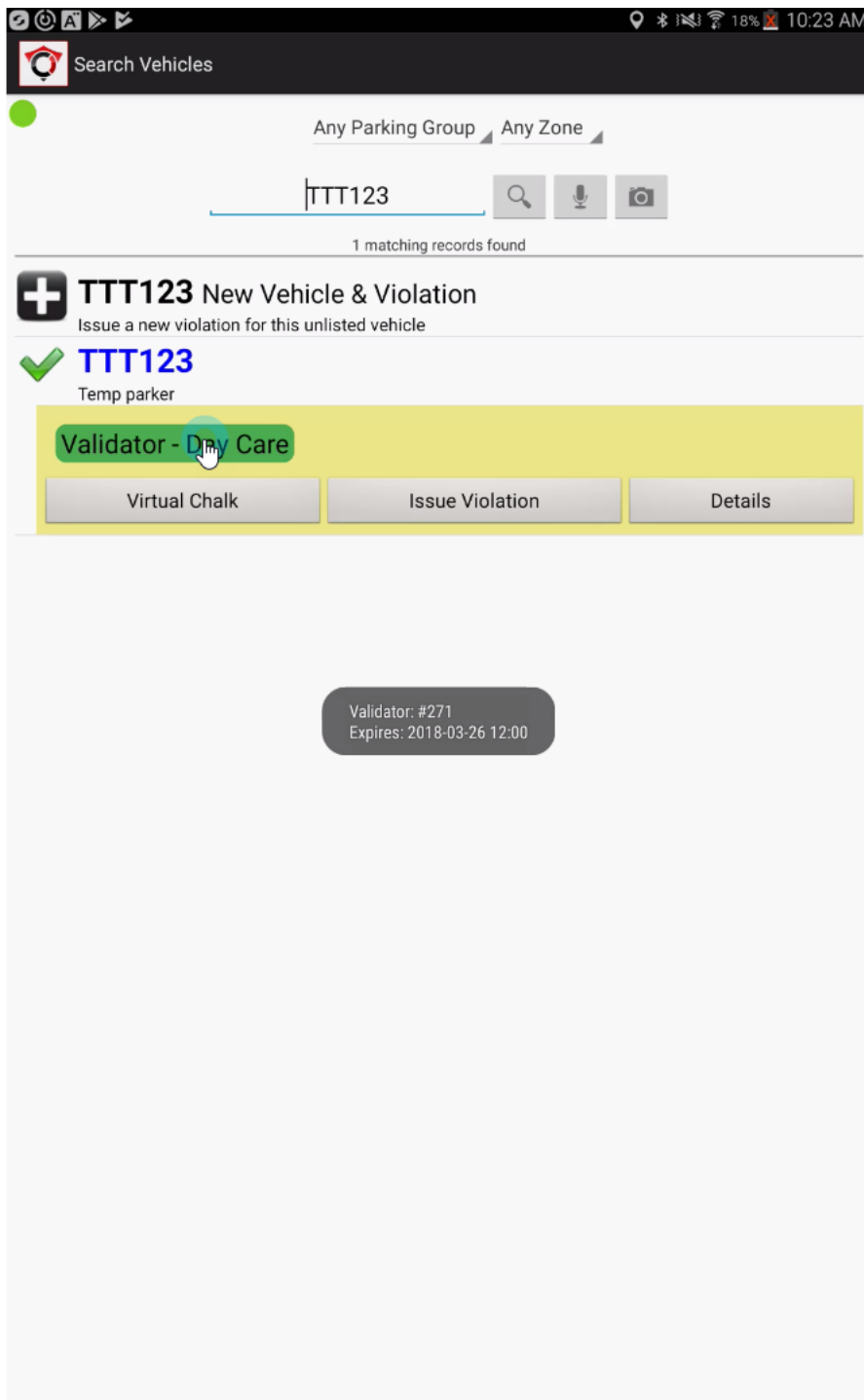
Parkers who are validated through this tool will appear as a "**Temp Parker**" on the Android version of **OPS-COM**.



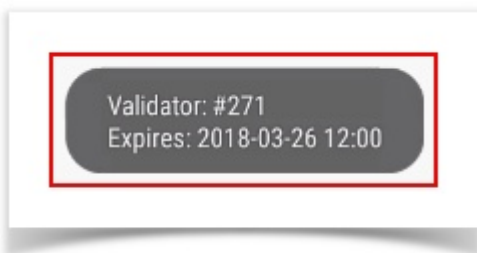
By tapping on the plate number you will get an expanded view with further detailed information. In our example, we see the parker has a **Validator** created permission to park in the **Day Care Lot Zone**.



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:



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