The Validator - a Parking Validation Utility

> The Validator tool allows administrators to quickly issue temporary parking validations for specific lot zones based on vehicle license plates. Its primary purpose is to help manage guest or temporary parking permissions efficiently, ensuring compliant access for authorized visitors without requiring a full permit purchase. This article is intended for OperationsCommander (OPSCOM) administrators and designated parking validators.

Setup and Configuration

Before staff can use the validation utility, administrators must configure the appropriate roles, assign users, and ensure lots are properly zoned.

Configuring Roles and Users

1. Create a new role specifically for validation staff (e.g., "Parking Validator"). For detailed instructions, refer to the *Managing Roles and Permissions* page.
2. Add the **Create Temp Permit Entries** permission to this new role.
3. Create or edit an administrative user profile for the staff member who will manage validations.
4. Assign the newly created validation role to the user.
5. Select the specific lot zones this user is authorized to manage and save the profile.

Configuring Lot Zones

1. Hover over **Parking Management** and click **Lot Administration** then **Pricing & Lot Admin**.
2. Click the specific lot name to open its settings.
3. Click the **Zone & Location** tab and select the zone associated with the lot to link it to the validator utility.

> The zones assigned to the validator's administrative profile must match the zones configured within the specific lots for the tool to function correctly.

Using this Feature

The validation tool can be accessed via the desktop portal, and the resulting permissions are verifiable in real-time by enforcement officers using the Android handheld application.

Creating a Validation Record (Desktop)

1. Log in to the OPSCOM admin portal. Users with restricted, validation-only access will only see the **Create Validations** menu item.
2. Click **Create Validation Records** to open the utility.
3. Enter the required license plate numbers into the provided field.
4. Enter a comment for record-keeping purposes.
5. Click the lot zone drop-down menu and choose the area where the vehicle is permitted to park.
6. Select the valid date range for the permission to be in effect.
7. Set the valid time frame by selecting the appropriate hourly blocks (e.g., selecting blocks from 7 AM to 7 PM).

8. Select the specific days of the week you wish the validation to be in effect.
9. Click the **Validate** button to apply the permission.

Key Information Displayed & Advanced Features

- **Validation List:** A list of all successfully validated vehicles will appear directly below the submit form for quick reference.
- **Advanced Access:** Administrators with full system access will see additional features beyond the basic creation tool, including the ability to run validation reports and manage existing validation records.

Viewing Validations on Android Handhelds

Enforcement officers can verify these temporary permissions directly from the field.

1. View the active vehicle list. Parkers who are validated through this tool will appear as a **Temp Parker** on the Android version of OPSCOM.
2. Tap the specific plate number to open an expanded view detailing the validator-created permission and the associated lot zone.
3. Tap the green **Validator** rectangle to trigger a pop-up showing the validation reference number and the exact expiry date of the permission.

Best Practices and Considerations

- **Restricted Access: Create a dedicated, restricted role** for staff who only need to validate parking (such as receptionists or event coordinators). Limiting their access to the validation tool prevents unauthorized changes to broader system settings.

- **Time Frame Blocks:** Remember that the time frame selection blocks represent full hours. Always verify your selected blocks completely cover the intended visit duration to avoid accidental citations.

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