

ELECTRONIC TOLL COLLECTION USER GUIDES







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I. OVERVIEW

I.1. Document purpose

This document is created to support end users to operate the toll collection software that meet their all business requirements.

I.2. Document scope

The document provides usage instructions for the toll collection software installed at cabin and the back-office installed at premise data center, a component of the toll collection system, responsible for managing toll collection transactions, synthesizing reports, and configure core data categories, helping to improve the efficiency of managing toll collection activities.

The software includes features for the following operations:

No	Major	User object
1.	Software synthesizes input lanes	System users
2.	Mixed exit lane ticket control software	System users
3.	Central fee collection software	System users
4.	Post-inspection monitoring software	System users
5.	License plate recognition software	System users

Table 1List of guiding operations

The document is organized so that readers can grasp the common characteristics and features when using the software in section **II. General introduction**, and provide detailed instructions for each operation in major sections starting from III, for each specific user group mentioned in the table above.



No.	Terminologies/abbreviation	Description
1	UM	User Manuals.
		Instruction document
2	Database	Database
3	ETC	Electronic Toll Collection - toll collection solution, using RFID codes
4	RFID	Radio Frequency Identification - Technology that uses electromagnetic fields to automatically identify and track tags that support this technology attached to objects
5	CSC card	Identification cards are often used in parking operations
6	Tap&Go	Use bank cards for POS payments
7	VietQR	VietQR complies with EMV Co.'s QR payment standard and the set of Basic Standards for QR codes issued by the State Bank of Vietnam in Decision No. 1928/QD-NHNN.

Table 2 List of terms and acronyms

II. SOFTWARE OPERATION INSTRUCTIONS AT CABIN

II.1. Login function

II.1.1. Implementation conditions

Functions used when collecting fees for members who have been granted an access account include: login name and password.

II.1.2. *Implementation context*

Cabin operator logs into the toll collection system.

II.1.3. The order of execution

<u>Step 1</u>: Cabin operator starts up the toll collection system, the system displays the login

screen:



Account	
Select Username	~
Password	
Enter password	0
Log i	

<u>Step 2</u>: The cabin operator selects the account in the dropdown list under the Account section.

<u>Step 3</u>: The cabin operator enters account information or swipes their ID card, the software will log them in automatically and, based on the current time, it shows the work shift accordingly.

By default, the a icon indicates the password is masked as "****".

Click on the \mathbf{M} icon the password will be disclosed.

<u>Step 4</u>: Click the Login button.

If successful, the system redirects the cabin operator to the main screen.

If failure, the system displays the message "Password is incorrect, please try again"

Account	
Select Username	
Password	
Enter password	0
ncorrect password,	please try again
	Log in



II.2. Shortcuts on the main screen

Shortcuts	Function
F1	Select vehicle class 1
F2	Select vehicle class 2
F3	Select vehicle class 3
F4	Select vehicle class 4
F7	Input vehicle's plate number
F8	Open barrier (keep open until F9 is pressed)
F9	Close barrier
F10	Print sales report
F11	Print sales report & log out
F12	Confirm cash payment and print receipt
Ctrl + Delete	Delete a vehicle in the queue
Ctrl + Insert	Add a new vehicle to the queue (Insert a new vehicle at the beginning of the queue, change the current transaction status to pending, change the barrier status,)
Ctrl + E	Reprocess the fee calculation and perform the payment
Ctrl + P	Reprint the receipt (The most recent one)
Ctrl + Shift + H	Delete vehicle's lane-in information
Ctrl + F	Find vehicle's lane-in information using its plate number



II.3. Vehicle class selection functionalities

II.3.1. Implementation conditions

The cabin operator has successfully logged into the system.

II.3.2. Implementation context

The vehicle stops at the cabin.

The function is used when the cabin operator needs to select the correct vehicle class in order to calculate fee precisely.

II.3.3. The order of execution

Step 1: The vehicle stops at the cabin

<u>Step 2</u>: The cabin operator checks the vehicle information on the main screen and compares it with the vehicle stopping at the cabin.

<u>Step 3</u>: If vehicle class information is wrong or missing, the cabin operator presses **F1** to **F4** to re-select the correct vehicle class. The system then recalculates the fee and updates the main screen.

II.4. Manual plate number input functionalities

II.4.1. Implementation conditions

The cabin operator has successfully logged into the system.

II.4.2. *Implementation context*

The vehicle stops at the cabin.

This function is used when the cabin operator needs to re-enter the vehicle's plate number to recalculate the fee.

II.4.3. The order of execution

<u>Step 1</u>: The vehicle stops at the cabin

<u>Step 2</u>: The cabin operator checks whether or not the vehicle's plate number has been displayed on the main screen. If not, move to step 3

<u>Step 3</u>: The cabin operator presses **F7**, enter plate number manually, and hit Enter

<u>Step 4</u>: The system recalculate the fee and display information on the main screen



II.5. *Multiple priority vehicles open allowance functionalities*

II.5.1. Implementation conditions

The cabin operator has successfully logged into the system.

II.5.2. Implementation context

There are multiple priority vehicles that need to go through the cabin

Cabin operators need to open the barrier for these priority vehicles

II.5.3. The order of execution

Step 1: Barrier is in closed state

Step 2: The cabin operator presses F8 to open the barrier

Step 3: The system opens the barrier to let the priority vehicles go through

Step 4: A message will be displayed on the main screen

• Heading: Notice

Sub: Open for priority convoys

ONIC TOLL COLLECTION SOFTWARE				USER 01
: 26 June 20, 2023				POS • PRT • PLC
Lane in	Lane out		Lane in	Lane
			Lane out	Lane
			Time in	16/03/2023 08:46:09
			Time out	20/03/2023 08:46:09
			Charge time (minutes)	5760
			Block	C
			TOTAL AMOUNT	0
			Latest transaction	
ABC12X		ABC12X	M SHC1411S 🔋 SFX999X	P res
			Waiting	-
Live Camera		Number plate	M SHC 1777E 📵 SHC1888E	🗉 SHB4070R 🛛 M SHB1012R
	2	SHC1802S		
	Vehicle class	CLASS I - CARS UP TO 9 SEATS	Notifi	cation
	Vehicle type	PRIORITISED VEHICLE		ritize 01 vehicle turn
	Ticket type	FREE TICKET		
	RFID		Payment history	
				I

II.6. Sales reports and close of shift functionalities

II.6.1. Implementation conditions

The cabin operator has successfully logged into the system.



II.6.2. *Implementation context*

The cabin operator finishes their shift.

The cabin operator needs to print out the sales report and log out.

II.6.3. The order of execution

Step 1: The cabin operator presses F11

Step 2: The system displays the message "Confirm printing of revenue and shift reports"

RONIC TOLL COLLECTION SOFTWARE			USER 01
2:26 June 20, 2023			POS PRT PLC
Lane in	Lane out	Lane in	Lane
		Lane out	Lane
		Time in	16/03/2023 08:46:0
		Time out	20/03/2023 08:46:0
		Charge time (minutes)	576
		Block	
		TOTAL AMOUNT	0
		Latest transaction	
	ABC122 Confirm printing of revenue & shift reports	M SHC14115 G SFX999X	
	Are you sure you want to do it?	Waiting	er e
Live Camera	Cancel (F4) OK (F1)	M SHC 1777E 3 SHC1888E 3	SHB4070R M SHB1012R
	Vehicle class CLASS I - CARS UP TO 9 SEATS	Notifica	tion
	Vehicle type PRIORITISED VEHICLE	Open barrier to priorit	ize 01 vehicle turn
	Ticket type FREE TICKET		
	RFID	Payment history	
		ransaction Ctrl + Delete: Delete transaction Ctrl + E: Call transac	

Step 3: The cabin operator clicks [OK]

Step 4: The system exports the report file and saves it to the report folder on the desktop

Step 5: The printer control system prints the final report

Step 6: The system logs out of the account and returns to the login screen

II.7. Receipt functionalities

II.7.1. Implementation conditions

The cabin operator has successfully logged into the system.

II.7.2. *Implementation context*

The driver pays the fee by cash

The cabin operator needs to print out the receipt for the driver



II.7.3. The order of execution

<u>Step 1</u>: The cabin operator receives cash and confirms the payment by pressing **F12**

<u>Step 2</u>: The printer prints the receipt

Step 3: The cabin operator gives the receipt to the driver

III. BACK-OFFICE SOFTWARE INSTRUCTIONS

III.1. Log in

III.1.1. Scope of application

The above function is used when the staff has been granted an access account including:

staff name and password. The staff wants to log in to the system

III.1.2. Implementation conditions

The user of the control system at the station has been created and given an account/password to use the system.

III.1.3. The order of execution

Step 1: Open the software, select staff and enter password

Step 2: Click "Log in"

CK-OFFICE		
	LOG IN	
	Account	
	Select Username 👻	
	Password	
	Enter password	
	Log in	

In case of failed login or incorrect password, the message "Incorrect account or password" will be displayed.



LOG IN
Account
Select Username 🔹
Password

Incorrect password, please try again
Log In

IV. INSTRUCTIONS FOR ADMINISTRATION LIST SECTION

IV.1. Vehicle category management function

IV.1.1. Scope of application

The function is used when staffs want to view, update, or delete the vehicle type list that has been created.

IV.1.2. Implementation conditions

The user of the control system at the station has been created and given account/password permissions to use the system.

IV.1.3. The order of execution

Step 1: Access the system and log in. On the function bar, select the **"Administration" menu, then select the "Vehicle type management"** subcategory. The Vehicle Type Management screen will display as follows:

		🕑 Post	-check 🖃 Accounting	II Reporting	🖨 Vehicle	88 Administration	Configuration	(Contact	− □ × G Log out
			Accounting	in Reporting	g=ý venicie	OD Administration	es configuration	Contact	
Category 👻	Vehicle type	management							+ Add new
Vehicle type management									
Price list management	No. 🗢 ID	Name			Note				
Detail price list management Ticket ID management	1 0100	001 Value			Value				🗊 Delete ≣i Edit
VAT tax management									
Employee - Work Shift									
Employee management Work shift management									
Work group management									
Permission									
Account management Access group									
Permission									



• Procedure to add new vehicle type:

Select the **"Add new" button** in the upper right corner of the screen to add a new vehicle type.

The system displays the Add new vehicle type window, the user needs to enter the following content:

- Vehicle type name (Required)
- Notes (Optional)

Then press the **"Add new vehicle type"** button to save the newly added content, the screen will display the vehicle type information that just entered below the list. Or press the **"X"** button to undo the actions you just performed.

• Steps to edit vehicle type information:

Select vehicle type information in the Vehicle Type List. Click the **"Edit" button** on the right of that vehicle type, the vehicle type information update screen will be displayed as follows:

Here, staffs can edit the Vehicle Type Name box and the Notes box.

Then click the button "Update vehicle type"

• Delete vehicle type information step:

Click the **"Delete" button** in the right of the vehicle type information field you want to delete. The screen will display a confirmation window as follows:

Then users will have two options:

- Click the "Agree to delete" button to confirm deletion of the selected vehicle type.
- Click the **"Skip" button** to cancel the operation.

IV.2. Price list management function

IV.2.1. Scope of application

This function is used when staffs want to view and search for a list of existing price lists. Or need to add, delete, or edit the price list list.



IV.2.2. Implementation conditions

The user of the control system at the station has been created and given an account/password to use the system.

IV.2.3. The order of execution

On the function bar, users select the Administration menu, then select the **"Category" menu** on the left, select **"Manage price list".** The price list management screen will display as follows:

		Post-check E Accounting	🕕 Reporting 📾 Vehicle	Administration 🔞 Configuration	(© Contact		G Log out
Category	Ticket ID management					a Delete	$+ \operatorname{Add} \operatorname{new}$
ehicle type management	Ticket						
rice list management		Q SEARCH					
etail price list management	List		1-20 in 99 <				
icket ID management	List		1-20 in 99				
AT tax management	Ticker code (TID)	Dated Add					
Employee - Work Shift 🚽	T2020P020040000	06/07/2022 00:00:00	î Delete 📑 Edit				
	T2020P020039999	06/07/2022 00:00:00	📅 Delete 📰 Edit				
nployee management	T2020P020039998	06/07/2022 00:00:00	📋 Delete 📰 Edit				
ork shift management	T2020P020039997	06/07/2022 00:00:00	🗊 Delete 🗮 Edit				
fork group management	T2020P020039996	06/07/2022 00:00:00	📅 Delete 📰 Edit				
Permission							
ccount management							
ccess group							
mission							

• Filtering and searching for price lists:

There is a search box including above the screen:

- Price list code box: used to enter the price list code you want to search for
- Price list name box: used to enter the name of the price list you want to search for

Then, click **"Search"** to perform the price list search operation.

• Steps to add a new price list:

Select the **"Add new" button** in the upper right corner of the screen to add a new price list.

In the appeared window, enter information into the boxes:

- Price list name (Required)
- Effective date
- Describe



Then click the **"Add new price list"** button to save the newly added content, the screen will display the price list information that just entered in the list. Or press the **"X"** button to undo the actions you just performed.

• Steps to edit price list operations:

Click the **"Edit" button** in the right of the price list field you want to edit.

Here, staffs can edit the content of the Price List Name box, Effective Date box and Description box

Then click the **"Update price list"** button to perform the editing operation successfully.

• Steps to delete vehicle type information:

Click the **"Delete" button** in the right of the price list field you want to delete.

The screen will display a confirmation window as follows:

Then users will have two options:

- Click the "Agree to delete" button to confirm deletion of the selected price list.
- Click the **"Skip" button** to cancel the operation.

IV.3. Detailed price list management function

IV.3.1. Scope of application

This function is used when staffs want to view and search for details of existing price lists. Or need to add, delete, or edit the detailed price list list.

IV.3.2. Implementation conditions

The user of the control system at the station has been created and given an account/password to use the system.

IV.3.3. The order of execution

On the function bar, users select the Administration menu, then select the **"Category"menu** on the left, select **"Manage price list details".** The price list detail management screen will display as follows:



											— (
			Post-check	Accounting	III Reporting	🖨 Vehicle	So Admir	nistration 🔞 C	onfiguration	Contact	G
Category -	Detail	price list managen	ient								+ Ad
ehicle type management rice list management	Price lis All	R	Vehicle type	3			Name •			Q Search	
Detail price list management	List										20 💌 1/2 🔨
VAT tax management	No. ¢	Name	Price II		Vehicle type		Priority		Price	Description	
🜖 Employee - Work Shift 🛛 🤝	1	Value	Value		Value		1	60	15.000	Value	🗊 Delete
Employee management Work shift management Work group management											
Permission v											
Access group Permission											

• Steps to add new price list details:

Select the **"Add new" button** in the upper right corner of the screen to add a new price list detail.

The system displays the Add new price list details window, the user needs to enter the following content:

- Price list (Required)
- Vehicle type (Required)
- Detailed name (Required)
- Order
- Length (required unit is "minutes")
- Unit price (required)
- Description (Optional)

Then click the **"Add new detailed price list" button** to save the newly added content, the screen will display the details of the price list just entered below the list. Or press the **"X"** button to undo the actions you just performed.

• Steps to edit price list details:

Click the "Edit" button in the right of the price list details you want to edit.

Here, staff can edit Price List, Vehicle Type, Detailed Name, Order, Length, Unit Price, Description.

Then click the **"Update information" button**

• Deleting price list details:



Click the **"Delete" button** in the right of the price list detail field you want to delete.

The screen will display a confirmation window as follows:

Then users will have two options:

- Click the "Agree to delete" button to confirm deletion of the selected price list details.
- Click the **"Skip" button** to cancel the operation.

• Search filtering operations:

Above the screen is a search box including:

- Price list box: select the price list list
- Vehicle type box: select the vehicle type list
- Price list name box: enter the detailed name of the price list you want to find

Then, click **"Search"** to perform the search for the vehicle type.

IV.4. Ticket code management function

IV.4.1. Scope of application

This function is used when staffs want to view and search for existing ticket codes. Or need to add, delete, or edit the active ticket code list.

IV.4.2. Implementation conditions

The user of the control system at the station has been created and given an account/password to use the system.

IV.4.3. The order of execution

Step 1: Access the system and log in. On the function bar, select the "Administration" menu, then select the "Ticket code management" subcategory. The Ticket Code Management screen will display as follows:



										- 🗆 🗙
		Post-check	Accounting	II Reporting	🖨 Vehicle	OO Administration	Configuration	(Contact		🕒 Log out
Category -	Ticket ID management								1 Delete	+ Add new
Vehicle type management	Ticket		_							
Price list management		Q Searc	h							
Detail price list management	List									
Ticket ID management	List									
VAT tax management	Ticket code (TID)	Da	ted Add							
🕚 Employee - Work Shift 📼	T2020P020040000	06	/07/2022 00:00:00		1 Delete					
	T2020P020039999	06	/07/2022 00:00:00		1 Delete					
Employee management	T2020P020039998	06	/07/2022 00:00:00		章 Delete					
Work shift management	T2020P020039997	06	/07/2022 00:00:00		💼 Delete					
Work group management	T2020P020039996	06	/07/2022 00:00:00		🤠 Delete					
Permission v										
Account management										
Access group										
Permission										

• Steps to add a new ticket code:

Select the **"Add new" button** in the upper right corner of the screen to add a new ticket code.

The system displays the Add new ticket code window, including the following information fields that need to be filled in:

- Ticket type code (required)
- From number (required): enter the starting number (Format: #######)
- To number (required): enter ending number (Format: ########)

Then click the **"Add new ticket code "button** to save the newly added content. Or press the **"X"button** to undo the actions you just performed.

• Deleting ticket series:

From the list screen, click "Delete ticket row" in the right corner of the screen, the system displays a window to fill in the information to be deleted as follows: The staff fills in the information: "Ticket type code" to delete, "From number", "To number" to delete and click "Delete ticket range" to perform the operation.

******Note: This action will automatically delete the system of tickets just entered

• Steps to delete a ticket code:



Select Ticket Code in the Active Ticket Code List. Click the **"Delete" button** in the right of that ticket code field, the screen will display a confirmation window as follows:

Then users will have two options:

- Click the "Agree to delete" button to confirm deletion of the selected price list details.
- Click the **"Skip" button** to cancel the operation.

IV.5. Staff management function

IV.5.1. Scope of application

The function is used when the user want to:

- View, update, and delete the created staff list.
- Add new staff

IV.5.2. Implementation conditions

The user of the control system at the station has been created and given account/password permissions to use the system.

IV.5.3. The order of execution

Step 1: Access the system and log in. On the function bar, select the "Administration" menu, in the Staffs - shifts section, select "Staff management". The Staff Management screen will display as follows:

Category 👻	Emplo					🖨 Vehicle	00 /000	tration 🔞 Configuration	(Contact			
	cmpre	oyee management									Print	+ Add new
Vehicle type management Price list management	Work g	roup	Name		Phone		Q Sea	rch				
Detail price list management Ticket ID management	List									Total 100 result Pages	20 👻	1/2 < >
VAT tax management	No. 💠	ID 0000000000	First Name User	Last Name	Phone 0000000000	Address Value	Work group Value	Access group [Value 1]; [Value 2]		Note Value		1 gelete ≣ Edit
🜖 Employee - Work Shift 🛛 👻	1	000000000	User	A	0000000000	value	value	[value 1]; [value 2]	,	value		g Delete 📑 Edit
Employee management												
Work shift management Work group management												
Permission 👻												
Account management												
Access group												

• Steps to add new staff:



Select the **"Add new" button** in the upper right corner of the screen to add a new staff.

The system displays the Add new staff window, the user needs to enter the following content:

- Last name (required)
- Name (required)
- Group (required)
- Phone number
- Address
- Note
- Password (required)
- Confirm password (required)
- Account authorization

Click the **"Choose permissions" button** to assign permissions to the account.

Then click the **"Add new staff "button** to save the newly added content, the screen will display the staff information just entered in the list. Or press the **"X "button** to undo the actions you just performed.

• Steps to update staff information:

Click the **"Edit"button** in the right of the staff field you want to edit

The staff update window includes information: Staff code, Full name, Phone number, Team, Address, Notes, New password, Confirm password, Account authorization.

After editing information, click the **"Update information" button** to save the new information or press **"X"** to cancel the operation.

• Deleting staff information:

Click the **"Delete" button** in the right of the staff field you want to delete. The screen will display a confirmation window as follows:

Then users will have two options:



- Click the "Agree to delete" button to confirm deletion of the selected staff.
- Click the **"Skip" button** to cancel the operation.

IV.6. Team management function

IV.6.1. Scope of application

The function is used when the user want to:

- View, update, and delete the created workgroup list
- Add new working group

IV.6.2. Implementation conditions

The user of the control system at the station has been created and given account/password permissions to use the system.

IV.6.3. The order of execution

Step 1: Access the system and log in. On the function bar, select the **"Administration" menu,** in the **Staffs - shifts section,** select **"Team management".** The Team Management screen displays as follows:

			Post-check	E Accounting	II Reporting	😡 Vehicle	So Administration		(Contact				G Log out
🖬 Category 🤍	Work	group management											+ Add new
Vehicle type management Price list management	Name		Q Sea	rch									
Detail price list management Ticket ID management	List									Total 100 result	Pages	20 👻	1/2 < >
VAT tax management	No. 🗢	Code	Name		Group leader		Employe	e number Note					
🔼 Employee - Work Shift 🔍	1	0000000000	Admin team 1		User 1		7	710					👔 Delete 🗐 Update
Employee management Work shift management Work group management	2	000000000	Post-check		User 2		10	//10					î Delete 🗐 Update
Permission Account management Access group													

• Steps to add a new working group:

Select the **"Add new" button** in the upper right corner of the screen to add a new group.

The system displays the Add new working group window, including the following information fields that need to be filled in:

- Team name (required)
- Number of workers
- Team leader (Select)



• Note

Then click the **"Add new working group" button** to save the newly added content. Or press the **"X" button** to undo the actions you just performed.

• Steps to update working group:

Click the **"Edit" button** in the right of the workgroup field you want to edit

The working group update window includes information: Team name, Number of staffs, select Team Leader, Notes.

After editing information, click the **"Update information" button** to save the new information or press **"X"** to cancel the operation.

• Steps to delete group information:

Click the **"Delete "button** in the right of the workgroup field you want to delete. The screen will display a confirmation window as follows:

Then users will have two options:

- Click the "Agree to delete" button to confirm deleting the selected workgroup.
- Click the **"Skip" button** to cancel the operation.
- Working group filtering operation:

At the Team Management screen, enter the information you want to search for and click the **"Search" button.**

IV.7. Shift management function

IV.7.1. Scope of application

The function is used when the user want to:

- View, update, and delete the created shift list
- Add new work shift

IV.7.2. Implementation conditions

The user of the control system at the station has been created and given account/password permissions to use the system.



IV.7.3. The order of execution

Step 1: Access the system and log in. On the function bar, select the **"Administration" menu,** in the **Staffs - shifts section,** select **"Shift management".** The Shift Management screen displays as follows:

			Post-check	Accounting	Reporting	🛱 Vehicle	Co Administration	Configuration	🚱 Contact		G Logiout
Category -	Work	shift management									+ Add new
Vehicle type management Price list management	SHIFT		Q SEA	ксн							
Detail price list management Ticket ID management	List o	f shifts								Total 100 result Pa	ge 20 × 1/2 < >
VAT tax management	No. 0	CODE	SHIFT	Time in	Time out	Dated add	Note				
Employee - Work Shift 🔍	1	00000000000	Shift 1	06:00	11:00	25/10/2019	Value				😰 Delete 🖬 Upd
nployee management	1	000000000	Shift 2	13:00	18:00	25/10/2019	Value				† Delete ≢ Upd
ork group management											
Permission -											
Account management											

• Steps to add a new shift:

Select the **"Add new" button** in the upper right corner of the screen to add a new shift.

The system displays the Add new shift window, including the following information fields that need to be filled in:

- Case name (required)
- Shift start time (required)
- Shift time (required)
- Effective date (required)
- Note

Then click the **"Add new shift" button** to save the newly added content. Or press the **"X" button** to undo the actions you just performed.

• Steps to update work shifts:

Click the **"Edit" button** in the right of the shift field you want to edit The shift update window includes information: Shift name, Shift start time, Shift exit time, Effective date, Notes.

After editing information, click the **"Update information" button** to save the new information or press **"X"** to cancel the operation.

• Steps to delete shift information:



Click the "**Delete**" **button** in the right of the shift field you want to delete. The screen will display a confirmation window as follows:

Then users will have two options:

- Click the "Agree to delete" button to confirm deleting the selected shift.
- Click the **"Skip" button** to cancel the operation.

• Search operation shift:

At the Shift Management screen, enter the information you want to search for and press the **"Search" button.**

IV.8. Permission Group management function

IV.8.1. Scope of application

The function is used when the user want to:

- View, update, and delete the list of created permission groups
- Add new permission group

IV.8.2. Implementation conditions

The user of the control system at the station has been created and given account/password permissions to use the system.

IV.8.3. The order of execution

Step 1: Access the system and log in. On the function bar, select the **"Administration" menu,** in the **Permissions section,** select **"Permission group".** The Manage Permission Groups screen displays as follows:

cess grou	qu				
ost-check	Group	•			
Config	role: Post-check Gro	oup		🗊 Delete	≣ Î Edit
No.	Screen ID	Screen name	Can access		
			All		
1	TOS_SUP.01	Post-check lane in	V		
		Post-check lane out	All		
3	TOS_SUP.04	Post-check all			
4	TOS_SUP.03	Post-check Priority vehicle			
5	TOS_SUP.11	Post-check Fee vehicle			
6	TOS_SUP.[?]	Post-check Franchise vehicle			



• Steps to add a new permission group:

Select the **"Add new" button** in the upper right corner of the screen to add a new permission group.

The system displays the Add new working permission group window, including the following information fields that need to be filled in:

- Permission group name (required)
- Set permissions for permission groups

Then click the **"Add permission group" button** to save the newly added content. Or click the **"Cancel" button** to cancel the actions you just performed.

• Steps to update permission group:

Click the **"Edit" button** in the upper right corner of the permission table The permission group update window includes information: Permissions granted to the permission group.

After editing information, click the **"Update information" button** to save the new information or click the **"Cancel" button** to cancel the operation.

• Steps to delete permission group:

Click the **"Delete permission group" button** in the upper right corner of the permissions panel. The screen will display a confirmation window as follows:

Then users will have two options:

- Click the **"Agree to delete" button** to confirm deletion of the selected permission group.
- Click the **"Skip" button** to cancel the operation.

IV.9. Login History management function

IV.9.1. Scope of application

The function is used when the user want to:

• View system login history of staffs



IV.9.2. Implementation conditions

The user of the control system at the station has been created and given account/password permissions to use the system.

IV.9.3. The order of execution

• Step 1: Access the system and log in. On the function bar, select the "Administration" menu, in the Authorization section, select "Login history".

• Steps to search login history:

At the Login History Management screen, enter the information you want to search for and click the **"Search" button.**

V. INSTRUCTIONS FOR MEDIA MANAGEMENT PROFESSIONAL SECTION

V.1. Priority vehicle management function

V.1.1. Priority vehicle management

V.1.1.1. Scope of application

Description: The above function is used when staffs want to manage information about priority vehicles including:

- Manage registration information
- View priority registration history
- Add, update, delete media

V.1.1.2. Implementation conditions

The user of the control system at the station has been created and given an account/password to use the system.

V.1.1.3. The order of execution

V.1.1.3.1. Priority vehicle management

Description: Used to update and manage the list of priority vehicles allowed to circulate through toll stations or edit and delete priority vehicles that are no longer in circulation.

The user selects the **"Vehicles" menu** on the function bar, then selects the **"Priority vehicle management" icon** in the **Priority Vehicles section.** The system will display the priority vehicle list screen as follows:



		Post-check	Accounting	🕕 Repo	orting 🖨 Vel	icle	OO Administration	Configuration	Contact			G Log out
🚖 Priority vehicle 🤍	Priority vehicle ma	nagement								Registration history	Add from file	+ Add new
Priority vehicle management Manage priority cards	Card type All Company	v A	er 11	Ŧ	Priority type All Note		From date dd/mm/yyyy		Due date dd/mm/yyyy	前	E-tag code	
Franchise vehicle Franchise vehicle management	Priority vehicle								Print	Total result Pages	Q Search	⊙ Clear filter
Franchise card management Taxi franchise management	No. Plate number	E-tag code Card	ype Company		Limited time	From date	Due Date	Note		Date Added	User	
	1 SHC770B	VI 000000000	ABSJDF		~	06/07/2022	06/07/2022	Value		06/07/2022	User 1	🇊 Delete 📑 Upd
	2 SHC770B	IV	ABSJDF		~	06/07/2022	06/07/2022	Value		06/07/2022	User 1	🍿 Delete 📑 Upd
lnfringed vehicles 🔍 👻	3 SHC770B	IV	ABSJDF		~	06/07/2022	06/07/2022	Value		06/07/2022	User 1	窗 Delete 🗐 Upd
Infringed vehicles management	4 SHC770B	īV	ABSJDF		~	06/07/2022	06/07/2022	Value		06/07/2022	User 1	🗊 Delete 📑 Upda

New addition operation:

Select the **"Add new" button** to add a new priority vehicle, the add new vehicle popup displays as follows:

- Enter license plate number
- Choose your preference and card type
- Select the effective date (from day to day) if the preferred vehicle type is a limited vehicle
- Enter units
- Enter notes

• Steps to update priority vehicles:

Click the "Edit" button in the right of the priority vehicle field you want to edit

The shift update window includes: License plate, Etag, Card type, Priority type, Validity period, Unit, Notes.

After editing information, click the **"Update information" button** to save the new information or press **"X"** to cancel the operation.

• Steps to delete priority vehicle information:

Click the **"Delete" button** in the right of the priority vehicle field you want to delete. The screen will display a confirmation window as follows:

Then users will have two options:

- Click the "Agree to delete" button to confirm deletion of the selected media.
- Click the **"Skip" button** to cancel the operation.
- Priority vehicle search operations:



- Enter priority vehicle search conditions: License plate, Unit, Notes, Priority type, Tag type, Staff, E-tag code
- Select From import date To import date to limit the priority vehicle registration period
- Select the **"Search" button** to search for the priority vehicle you just entered. Select the **"Clear filter" button** to remove the old selected search criteria.

4 Add new operation from file

- Select the **"Add from file" button** to add a priority vehicle list from file
- Select the link to download files from your computer to the system
- Select the "Add new vehicle" button to upload the selected file to the system.

Print operation:

- Search for priority vehicles according to the entered search conditions.
- Select the "**Print list**" **button** to print the list of priority vehicles you just searched for.

Description: Used to search the history of add, update, and delete operations on priority vehicles

Step 1: On the priority vehicle list screen, select "Registration history".

Step 2: Perform a search or print the list according to the instructions

4 Search operation:

- Enter priority vehicle search conditions: License plate, Unit, Notes, Priority type, Card type, Staff, Operation
- Select From update date To update date to limit the priority vehicle registration period
- Select the "Search" button to search for the priority vehicle history you just entered. Select the "Clear filter" button to remove the old selected search criteria.

Print operation:

• Search for priority vehicles in the registration history according to the search conditions entered.



• Select the **"Print list" button** to print a list of priority vehicle registration history and operations just searched.

V.1.2. Manage priority cards

V.1.2.1. Scope of application

Description: The above function is used when staffs want to manage priority card information including:

- Manage registration information
- Add, update, delete tags

V.1.2.1.1. Implementation conditions

The user of the control system at the station has been created and given an account/password to use the system.

V.1.2.2. The order of execution

Description: Used to manage, update, and delete priority vehicle tags.

The user selects the **"Convenience" menu on the function bar, then selects the "Priority** card management" icon in the Vehicles section. prioritize.

- **4** Add a new priority tag
- Select the "Add new" button to add a new priority tag. Enter content in the "Card type" box
- Enter a Note if an annotation about the priority tag is needed
- Select "Add new card" to save the newly added content or "X" button to cancel the operations just performed.

4 Editing operations:

- Click "Edit" in the right of the priority card field you want to edit
- Enter editing content in the **Tag type** or Note box (if any)
- The card code is automatically generated from the system
- Select the **"Update information" button** to save the newly edited content or the **"X" button** to cancel the operations just performed.
- **4** Delete operation:



- Click **"Delete"** in the right of the priority tag field you want to delete, the request confirmation screen displays as follows
- Select the **"Agree to delete" button** to delete that priority tag in the list and click **"Skip"** to cancel the operation

V.2. Franchise vehicle management function

V.2.1. Franchise vehicle management

V.2.1.1. Scope of application

Description: Franchise vehicles include taxis, cooperatives, and franchise vehicles according to the unit's regulations. The above function is used when staffs want to manage information about franchised vehicles including:

- Manage registration information
- View franchise registration history
- Add, update, delete media

V.2.1.2. Implementation conditions

The user of the control system at the station has been created and given an account/password to use the system.

V.2.1.3. The order of execution

V.2.1.3.1. Franchise vehicle management

Description: Used to update and manage the list of franchise vehicles allowed to circulate through toll stations or edit or delete franchise vehicles that are no longer in circulation.

The user selects the **"Vehicles" menu** on the function bar, then selects the **"Franchise vehicle management" icon** in the **Franchise Vehicles section.** The system will display the franchise vehicle list screen as follows:



		Post-check	E Accounting	🕕 Reporting	📾 Vehicle		OO Administration	lonfiguration	(Contact			🕒 Log out
🚔 Priority vehicle 🔍	Franchise vehicle man	agement								Registration history	🙆 Add from file	+ Add new
Priority vehicle management Manage priority cards	User All Company	Card type		✓ All Note	e type	•	From date dd/mm/yyyy		To date dd/mm/yyyy Plate number	t	E-tag code	
Franchise vehicle											Q Search	③ Clear filter
Manage franchise cards	List of franchised vehicle:	S E-tag code Card type	Company		From date Due	date N	ote	Vehicle	Print	Total 40 result Pages	20 Viser	1/2 < >
Franchise taxi management		0000000000 IV	ABCV				lote1			eats 06/07/2022 00:00:00		m Delete ≣i Upda
🚔 Infringed vehicles 🛛 👻	2 SHC770B 3 SHC770B	III V	ABVC				lote2 lote3			eats 06/07/2022 00:00:00 eats 06/07/2022 00:00:00		亩 Delete ≣i Upda 亩 Delete ≣i Upda
Infringed vehicles management												

Where addition operation:

- Select the "Add new" button to add a new franchise vehicle
 - Enter license plate number
 - Select vehicle type and card type
 - Enter the E-tag Code
 - Select effective date (from date to date)
 - Enter units
 - Enter notes

• Steps to update franchised vehicles:

Click the "Edit" button in the right of the franchise vehicle field you want to edit

The shift update window includes information: License plate, Etag, Card type, Vehicle type, Validity period, Unit, Notes.

After editing information, click the **"Update information" button** to save the new information or press **"X"** to cancel the operation.

• Steps to delete franchise vehicle information:

Click the **"Delete" button** in the right of the franchise vehicle field you want to delete. The screen will display a confirmation window as follows:

Then users will have two options:

- Click the "Agree to delete" button to confirm deletion of the selected media.
- Click the **"Skip" button** to cancel the operation.
- Steps to search for franchised vehicles:



- Enter priority vehicle search conditions: License plate, Unit, Notes, Vehicle type, Tag type, Staff, E-tag code
- Select From import date To import date to limit the franchise vehicle registration period
- Select the **"Search" button** to search for the franchised vehicle you just entered. Select the **"Clear filter" button** to remove the old selected search criteria.

4 Add new operation from file

- Select the "Add from file" button to add franchise vehicle list from file, the add from file popup displays as follows:
 - Select the tag type applicable to the vehicle list to be uploaded
 - Select the link to download files from your device to the system
 - Select the "Add new vehicle" button to upload the selected file to the system.

4 Print operation:

- Search for franchised vehicles according to the search terms entered.
- Select the "**Print list**" **button** to print the list of franchised vehicles you just searched for.

Description: Used to search the history of adding, updating, and deleting operations on franchise vehicles

Step 1: In the franchise vehicle list, select **"Registration history".** The system displays the registration history of franchise vehicles on the screen as follows:

Step 2: Searching or printing the list as the instructions

Instruction for searching:

- Fill in the criterias for franchised vehicles: License plate, Unit, Notes, Vehicle type, Card type, Staff, Operation
- Select From update date To update date to limit the franchise vehicle registration period
- Select the "Search" to get results for the franchise vehicles history. Select the "Clear filter" to remove the old selected criteria.



4 Instruction for printing:

- Search for franchise vehicles in the registration history according to the criteria filled.
- Select the **"Print"** to print a list of priority vehicle registration history and operations just searched.

V.2.2. Manage franchise cards

V.2.2.1. Scope of application

Description: The function is used when Staffs want to manage franchise card information including:

- Manage registration information
- Add, update, delete cards

V.2.2.1.1. Implementation conditions

The function is performed by user of the system at the station. The user has been created and given an account/password to use the system.

V.2.2.2. The order of execution

Description: Used to manage, update, and delete franchise vehicle cards.

The user selects the **"Tool " menu** on the function bar, then selects the icon **" Franchise card management"** under section **Franchise vehicles.**

Adding a new franchise card

- Select the "Add new cards" to add a new franchise card.
- Fill in the Card name box
- Fill in the Notes if anything about the franchise card needed
- Select " Add new card" to save the newly added content or "X" to cancel.

4 Editing:

- Click "Edit" to the right of the franchise card field you want to edit
- Fill the edited content in the **Card name** or Note box (if any)
- The card code is automatically generated from the system



• Select the "Update information" to save the newly edited content or the "X" to cancel.

Deleting:

- Click "Delete" to the right of the franchise card field that you want to delete
- Select the "Accept" to delete that franchise card in the list and click "Skip" to cancel
- Updating franchise vehicles:

Click the **"Edit"** on the right of the franchise vehicle field that you want to edit

The shift update includes the following information: License plate, Etag, Card type, Vehicle type, Validity period, Unit, Notes.

After editing information, click the " **Update information** " to save the new information or " **X** " to cancel.

• Deleting franchise vehicle information:

Click the **"Delete"** on the right of the franchise vehicle field you want to delete. The screen will display a confirmation request as follows:

Then users will have two options:

- Click the "Accept" to confirm deletion of the selected media.
- Click the **"Skip"** to cancel.

• Searching for franchise vehicles:

- Fill the priority vehicle criteria: License plate, Unit, Notes, Vehicle type, Tag type, Staff, E-tag code
- Select From import date To import date to limit the franchise vehicle registration period
- Select the "Search" to search for the franchised vehicle you just entered. Select the "Clear filter" to remove the old selected criteria.

4 Adding new operation from file



Select the **"Add from file"** on add franchise vehicle list from file, the screen for adding from file displays as follows:

- Select the card type applicable to the vehicle list to be uploaded
- Select the link to upload files from your device to the system
- Select the "Add new vehicle" to upload the selected file to the system.

4 Printing:

- Search for franchised vehicles according to the filled criteria.
- Select the "**Print list**" to print the list of franchised vehicles you just searched for.

V.2.2.2.1. Look up franchise vehicle registration history

Description: Used to search the history of adding, updating, and deleting operations on franchise vehicles

Step 1: In the franchise vehicle list on the screen, select "Registration history".

Step 2: Perform searching or printing the list as the instructions

Searching:

- Fill the criteria for searching franchise vehicles: License plate, Unit, Notes, Vehicle type, Card type, Staff, Operation
- Select From update date To update date to limit the franchise vehicle registration period
- Select the "Search" to search for the franchise vehicle history. Select the "Clear filter" to remove the old selected criteria.

Printing:

- Search for franchised vehicles in the registration history according to the criteria.
- Select the "**Print list**" to print a list of priority vehicle registration history and operations just searched.



VI. INSTRUCTION FOR REPORT LIST SECTION

VI.1. Scope of application

The function is used when Staffs want to view and export various types of reports

VI.2. Implementation conditions

The function is performed by user of the system at the station. The user has been created and given an account/password to use the system.

VI.3. Report categories

VI.3.1. Sales report

VI.3.1.1. Report category

Step 1: Access the system and log in. On the function bar, select "**Report**", then select "**Report category**". The screen will display as follows:

O Post-check	E Acco	ounting II Reporting	🖨 Vehicle	Contraction	Configuration	O Contact
	Revenu	Report		×		
		27/12/2022				
		All Shift	▼ All lane	•		
		A. Daily ticket sales payme	nt report			
		01. Daily ticket sales payme	ent report by Lane - Shift	🛱 Print		
	-	02. Daily ticket sales payme	ent report by Shift - Lane			
		03. Detailed daily ticket sale	es payment report			
	_	04. Report daily ticket sales	s payment according to staff			
		B. Revenue report				
		01. Report on revenue payn	nent by Lane			
		02. Detailed revenue submi	ssion report by shift			
		03. Revenue submission re	port by ticket type and vehicle	type		
		C. Invoice report				
		01. Yard invoice list				

Step 2: Double-click on the report type you want to view details

4 Printing report:

Method 1: In the Report List 22Click the Print icon

Method 2: View report in details, click "Print" on the left corner of the screen

VI.3.1.2. Comprehensive report with shift breaks

Step 1: Access the system and log in. On the function bar, select "Report", then select

"Comprehensive report with shift breaks". The screen will display as follows:



Step 2: Double-click on a report to view in details

4 Printing report:

Method 1: In the Report List IIClick the Print icon

Method 2: View report details, click "Print" on the left corner of the screen

VI.3.1.3. Report revenue by payment method

Step 1: Access the system and log in. On the function bar, select the "Report", then select

"Report revenue by payment method". The screen will display as follows:

Step 2: Select the date to view the report and click "Print report"

4 Printing report:

Click "Print" on the left corner of the screen

VI.3.2. *Report on traffic volume*

VI.3.2.1. Recognition rate

Step 1: Access the system and log in. On the function bar, select **"Report"**, then select **"Recognition rate"**. The screen will display as follows:

Post-check	Accounting	II Reporting	🖨 Vehicle	C Administration	Configuration	Contract	- 🗆 🗙 G Log out
Post-check	Accounting	iii Reporting	see venicle	OO Administration	tes Configuration	Contact	G Log out
	Revenue						
	Statisti	cs on recognition	n rate	×	(
	From			•			
	27/12/ To	2022	00:00	\$			
	27/12/	2022	00:00	*			
			Print report				
	_						

Step 2: Select the date to view the report and click "Print report"

Printing report:

Click "Print" on the left corner of the screen



VI.3.2.2. Station discharge history

VI.3.3. Statistic

VI.3.3.1. Vehicle license plate identification report

VI.3.3.2. Export XML file

Access the system and log in. On the function bar, select the "Report", then select
 "Export XML file".

4 Statistics by day:

Step 1: Select the date and click "Statistics".

Step 2: Choose location to save the file, by default it is saved on the Desktop and click "Export file"

Statistics by time:

Select the time that needs statistics (Start time and end time) and click "View Report".

4 Steps to review statistical data:

Step 1: Select the latest report export time

Step 2: Select the date and shift to view the report

4 Printing report:

Click "Print" on the left corner of the screen

VI.3.3.3. Export XML file by day-shift

VII. COMMUNICATION WITH BACKEND

The toll collection software acts as an intermediary which connects to various ETC -Electronic toll collection - service providers, in order to provide ETC solutions. This approach includes the following features:

- Direct connection to all ETC service providers, allowing payments via ETC (Payment, Reconciliation and Verification);

- Allow customers to check their account status and account balance;
- Automatically switch links between ETC service providers based upon RFID codes;



- Allow to carry out payment verification and reconciliation processes with ETC service providers to ensure transparency, integrity and payment securities.

The toll collection software also connects to various non-ETC payment service providers in order to provide customers the best experience when choosing different payment methods. This approach includes the following features:

- Allow payments via bank cards (Payments, Reconciliation, Verification)
 - Payments can be made with different bank cards: International cards, domestic cards.
 - Diverse payment methods:
 - Licensed transactions by NAPAS: In case of customers use a domestic card (NAPAS) with sufficient fund in the account, the card will be automatically debited from the customer's account with the correct fee amount. On the other hand, in case of customers use a domestic card (NAPAS) with insufficient fund, the account will be overdraft and the overdrawn will be collected in the next time when you top up.
 - Immediate authorised transactions: transactions authorized to debit fee amount immediately once customers have tapped their cards onto the POS device.

- Allow customers to make payments via QR code (Payment, Reconciliation, Verification).

- Support payments via QR codes that comply with VietQR standards.

- Support ETC vehicle registered payments via e-wallets (Payment, Reconciliation, Verification).

VIII. INSTRUCTIONS FOR THE POST-CHECK SECTION

VIII.1. Post-check for entry lane

VIII.1.1. Access the list and search screen

III.1.1.1 Scope of application



The above function is used when staff want to check information about vehicles passing through the port entrance lane, report and export an Excel list of vehicles entering the port.

III.1.1.2 Implementation conditions

The user of the control system at the station has been created and given an account/password to use the system.

		Post-check	E Accountin	g 🕕 Reporting	🖨 Vehicle	OO Admini:	stration 🔞 Configurat	ion 🔇 Contact	⊖ Logou
ane in po:	st-check 🔒	All vehicles lane of	ut post-check 🛛 🐣	Tolled vehicles lane	out post-check	R Infringed vehicle	s lane out post-check	😭 Priority vehicles lane out p	ost-check
Plate number		Lane in transa	ction list			i Report	Export Excel	Total 100 items/page: 20 +	1/2 <
Search	C		number 😄 Tir	ne in		Lane	Post-check status	Transaction Status	
From		1 SHC7	70B 10	/06/2020 11:41:56		lane 1	Post-checked	Has left parking lot	
00:00:00 🗘	27/12/2022	2 SHC7	70B 10	/06/2020 11:41:56		lane 1	Post-checked	Has left parking lot	
То		3 SHC7	70B 10	/06/2020 11:41:56		lane 1	Post-checked	Has left parking lot	
00:00:00	27/12/2022	4 SHC7	70B 10	/06/2020 11:41:56		lane 1	Post-checked	Has left parking lot	
Post-check status		5 SHC7	770B 10	/06/2020 11:41:56		lane 1	Post-checked	Has left parking lot	
Transection status All No left parking lot Left parking lot C < 6 Characters < < 6 Characters < > 10 Characters Clear filter	ot 0 0 (hours	•••							

III.1.1.3 Implementation sequence

Step 1: On the function bar, select the **"Post-check" menu,** then select the icon in the **"Post-check lane in" section.**

4 Search operation:

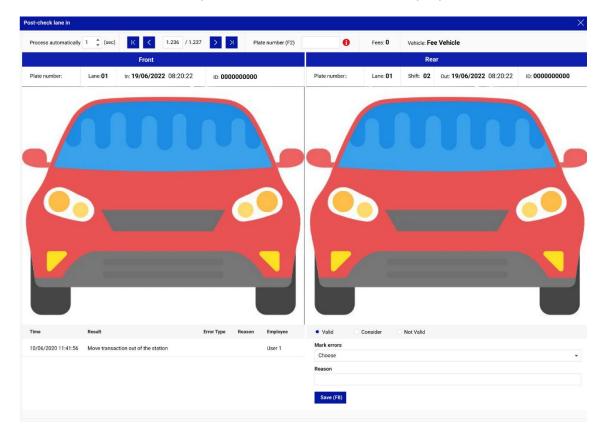
- In the Search Information section:
 - Enter Vehicle License Plate (Limited to 10 characters)
 - Enter the time period to search in the From date, To date section
 - Post-check status [All Post-check Not post-check]
 - Transaction status [Vehicle has left the parking lot Vehicle has not left the parking lot with the time the vehicle is parked in the parking lot]
 - Filter License plate



- Select the "Search" button, the transaction information you want will be displayed in the list on the right
- Select the "Clear filter" button to change all search criteria

4 Detailed check operation after checking the entry lane

Step 1: From the post-check transaction list screen, double click on a transaction that needs to be checked, the post-check details screen is displayed as follows:



Step 2: Edit information if there are errors or no license plate information, press F2 key.

Step 3: Select the "Save" button once completed.

VIII.2. Post-check lane out

VIII.2.1. Post-check lane out for all vehicles

VIII.2.1.1. Scope of application

This function is used to check information about toll charges at exit lanes of all vehicle types, report and export transaction lists of all vehicle types to Excel.



VIII.2.1.2. Implementation conditions

The user of the control system at the station has been created and given an account/password to use the system.

VIII.2.1.3. The order of execution

Step 1: The user selects the **"Post-check" menu** on the function bar, then on the media bar selects **"Post-check lane out for all vehicle".** The system will display the post-check list screen as follows:

					⊘ Po	st-chec	k	🖻 Ac	counting	.11	Reporting	e	Vehicle		8	o Adn	ninistration	ලි Confi	guration	(Contac				G Logoul
😂 Lar	ne in po	st-che	k (8	All vehicle	es lane	out post	t-chec	k 🐣	Tolled v	ehicles lan	ne out	post-chec	k 🙀	Infringe	ed veh	icles lane out	post-chec	:k (Priority v	rehicles	ane out po	ost-che	eck
Plate numbe	er			Q	Lane	out tra	nsactior	n list							Ii Repor	rt	Export E	cel		Total 100 iter	ns/page:	20 *	1/2	< 1
Lane	Employ	ee		-	No 🖨	P	late numb lane in		ate numbe lane out	r Tim	e in		Time out		Shift	Lane	Vehicle class	Minute	Fee	Transaction t	rpe	Employee	Trans	action statu
All +	All			-	1		SHC770B		SHC770B	10/	6/2020 11:4	1:56	10/06/2020	11:41:56	Shift 1	Lane 1	1 4-10 seater vehi	cle 5	10.000	Monthly paid	vehicle	User 1		Post-check
Vehicle type	e				2		SHC770B		SHC770B	10/	6/2020 11:4	1:56	10/06/2020	11:41:56	Shift 1	Lane	1 4-10 seater vehi	cle 5	10.000	Monthly paid	vehicle	User 1		Post-check
All				*	3		SHC770B	-	SHC770B	10/	6/2020 11:4	1:56	10/06/2020	11:41:56	Shift 1	Lane	1 4-10 seater vehi	cle 5	10.000	Monthly paid	vehicle	User 1		Post-check
Filter					4		SHC770B		SHC770B	10/	6/2020 11:4	1:56	10/06/2020	11:41:56	Shift 1	Lane	1 4-10 seater vehi	cle 5	10.000	Monthly paid	vehicle	User 1		Post-check
Time				*																				
From date																								
00:00:00	÷	27/1	2/2023																					
To date																								
00:00:00	÷	27/1	2/2023																					
Post-check	status																							
All				*																				
Post-check	result																							
All				*																				
Error type																								
All				*																				
Lane in Info	rmation																							
 Yes 		No																						
Transaciton																								
 Prioritise Infringed 																								
Contract																								
 Monthly 	paid vel	nicle																						
Clear filt	ter	0	Searc	h																				

List of all vehicle transactions

Step 2: To be able to find suitable results, users can perform a data search using the filters provided:

4 Search information:

4 General Information section:

- Search by License plate
- Search by Lanes or All Lanes
- Search by Cabin operators or All Cabin operators



- Search by Vehicle Type or All Vehicle Types
- If you select **By Shift**, you will find information by Day and by shifts, or all shifts. The search screen by day/shift with results appears as follows:

				Post-cl	heck 🖃	Accounting	II Reporting	🖨 Vehicle		Administration 8	Configura	ation	(Contact			
🔁 La	ne in pos	t-check	R 4	II vehicles la	ane out post-c	heck 🚕 .	Tolled vehicles lane o	ut post-check 😽	Infringed	I vehicles lane out p	st-check	Ē	Priority vehicles	lane out po	st-check	
Plate numb	ier		Q	Lane out	transaction li	st		[ili Report	Export Exc	el	1	Total 100 items/page:	20 *	1/2	
Lane	Employe	e	~	No 😄	Plate number lane in	Plate number lane out	Time in	Time out	Shift	Lane Vehicle class	Minute F	ee	Transaction type	Employee	Transactio	on statu
All 👻	All		*	1	SHC770B	SHC770B	10/06/2020 11:41:56	10/06/2020 11:41:56	Shift 1	Lane 1 4-10 seater vehicl	s 5 1	0.000	Monthly paid vehicle	User 1	Pos	st-check
Vehicle type	e			2	SHC770B	SHC770B	10/06/2020 11:41:56	10/06/2020 11:41:56	Shift 1	Lane 1 4-10 seater vehicl	5 1	0.000	Monthly paid vehicle	User 1	Pos	st-check
All			٣	3	SHC770B	SHC770B	10/06/2020 11:41:55	10/06/2020 11:41:56	Shift 1	Lane 1 4-10 seater vehicl	5 1	0.000	Monthly paid vehicle	User 1	Pos	st-check
Filter				4	SHC770B	SHC770B	10/06/2020 11:41:55	10/06/2020 11:41:56	Shift 1	Lane 1 4-10 seater vehicle	5 1	0.000	Monthly paid vehicle	User 1	Pos	st-check
Time			*													
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00:00:00	÷	27/12/2023	2 📅													
To date																
00:00:00	÷	27/12/2023	2 関													
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 Infringer 																
 Contract 																
Monthly	y paid vehi	cle														
Clear fil	Itor	Q Searc	th .													

Post-test results screen searched by day/shift

• If you select **By time**, you will enter the time period to search in the **From date**, **To**

date section. The time-based search screen with results appears as follows:

🚖 La	ne in post	-check	🔒 A	II vehicles la	ane out post-c	neck 🚕	Tolled vehicles lane ou	it post-check 🙀	Infringe	ed vehi	cles lane out pos	t-check	é	Priority vehicles	lane out pos	st-ch	eck
Plate numb		_	Q		transaction li	-		_	II Repo		Export Excel	_		otal 100 items/page:		1/2	< >
Lane	Employe	e		No 🖨	Plate number lane in	Plate number lane out	Time in	Time out	Shift	Lane	Vehicle class	Minute Fee		Fransaction type	Employee	Trans	action statu
All +	All		-	1	SHC770B	SHC770B	10/06/2020 11:41:56	10/06/2020 11:41:56	Shift 1	Lane 1	4-10 seater vehicle	5 10.0	000	Monthly paid vehicle	User 1		Post-check
Vehicle type				2	SHC770B	SHC770B	10/06/2020 11:41:56	10/06/2020 11:41:56	Shift 1	Lane 1	4-10 seater vehicle	5 10.0	000	Monthly paid vehicle	User 1		Post-check
All			*	3	SHC770B	SHC770B	10/06/2020 11:41:56	10/06/2020 11:41:56	Shift 1	Lane 1	4-10 seater vehicle	5 10.0	000	Monthly paid vehicle	User 1		Post-check
Filter				4	SHC770B	SHC770B	10/06/2020 11:41:56	10/06/2020 11:41:56	Shift 1	Lane 1	4-10 seater vehicle	5 10.0	000	Monthly paid vehicle	User 1		Post-check
Time			٣														
From date																	
00:00:00	÷	27/12/202	2 💼														
To date																	
00:00:00	÷	27/12/202	2 🚞														
Post-check	status																
All			*														
Post-check	result																
All			*														
Error type																	
All			*														
Lane in Info	rmation																
Yes		No															
Transacitor	type																
 Prioritis 	e vehicle																
Infringer																	
 Contract 																	
 Monthly Clear fil 		Q Searc	th.														



Screen of post-test search results over time

- 4 Post-check Status section:
 - Search by All Results
 - **post-inspected** vehicles
 - Only search for vehicles that have not been inspected yet

4 Post-test results section

- Search by All Results
- valid posttest results
- invalid posttest results
 - * Invalid post-test results will be reviewed and weighed on the Error Type

Error Type section:

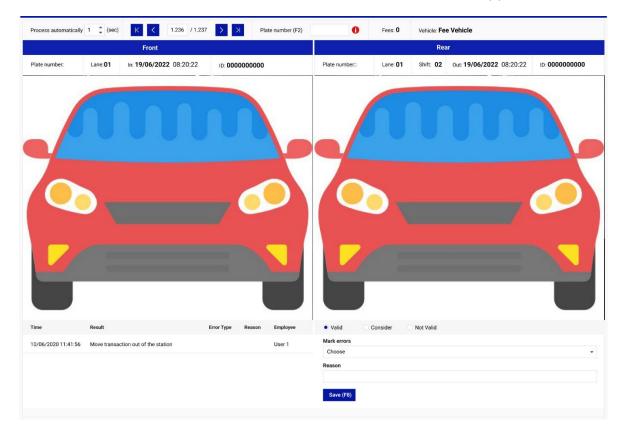
- Find transaction information by error types:
 - Selling at incorrect face value
 - Sold wrong number plate
 - Opening priority to the wrong subject
 - Cash collected no tickets issued
 - Entering the vehicle's license plate incorrectly
 - Error due to toll collection system
 - Number of CSCs lost by customers during the week
 - Other error

4 Entry lane information section:

- Find vehicle information with entry lane information
- Find vehicle information There is no entry lane information
- **4** Transaction Type section:
 - Find parking information according to the following conditions:
 - Prioritise vehicle



- Infringed vehicle
- Contract vehicle
- Monthly paid vehicle
- Priority vehicle 1 turn/group
- After entering enough search information into the above items, select the "Search" button, then the search results will be displayed in the transaction list table. Select the "Clear filter" button to delete the old selected search criteria.
- Action to view transaction details: To see more details about a transaction, we double click on a line in the list, the Post-check details screen appears as follows:





IX. INSTRUCTION FOR ACCOUNTING SECTION

IX.1. List display function

IX.1.1. Scope of application

This function is used when Staffs want to see a list of Staff accounting statements and perform operations to view details and delete statements.

IX.1.2. Implementation conditions

The user of the control system at the station has been created and given an account/password to use the system.

IX.1.3. The order of execution

Users access the **"Accounting" menu.** The system will display the accounting function interface

Search operation

			Post-checking	Accounting	di Reporting	🖨 Vehicle	OO Administration	Configuration	Contect		G Lago
eard	rch List										+ Make a list
ate 13/0	94/2823	Shift Shift 1	Emple • Use		÷ Q	Show list					
ater	ment List									Total 2 Items/page:	28 * 1/2 <
¢	Number List	Created Date	shift			Amount					
	BK20200200034	13/04/2023	Shift 1	(0000	22.240.000				🕄 Delete	🖨 Print List 🐵 Detail
	BK20200200035	13/04/2023	Shift 2	(0000	22.240.000					🖨 Print List 🗇 Detail
	BK20200200036	13/04/2023	Shift 1		0000	22.240.000					

- Enter the list search criteria: Date, Shift, Staff
- Select the "Show list" button to search the list of lists you just entered.

Action to view detailed list:

Click the **"Details" button** to the right of the list field you want to see details. The screen will display the following window:



te Suft Employee 13/04/2023 ■ Shift Employee 2 Number List Created Date Shift 0 Suft 0				0	Post-checking 🚍	Accounting	II Reporting	🖨 Vehicle	OO Administration	Configuration	Contact		G Log
1304/222 Image: Control Line 1304/223 Image: Control Line 1304/224 Image: Control Line 1304/	Searc	h List											+ Make a l
Solver de la contraction Anore table Solver de la contraction Solver de la contraction </td <td>Date</td> <td></td>	Date												
Attent Lit	13/0	//2023	Shift 1	Make a list	- Heart			Chau liat				×	
• Number Litz Created 1204/2023 Subt 1 User 1 Created IIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIII	stater	nent List											age: 20 × 1/2 <
MACK202020034 13/04/2021 BKX2202020035 13/04/2021 BKX2202020035 13/04/2021 FKX2202020035 13/04/2021 FKX2202020036 13/04/2021 FKX2202020037 13/04/2021 FKX2202020038 13/04/2021 FKX2202020039 13/04/2021 FKX2202020039 13/04/2021 FKX22020039 14/04/04/04/04/04/04/04/04/04/04/04/04/04	÷	Number List	Created Date							Q Create			
BK22202020035 13/04/2021 BK32202020036 13/04/2021 Tamastion Vehicle type Lave 1 1 Tamastion Vehicle with over 16 seats Lave 1 1 Tamastion Vehicle with over 16 seats Lave 1 1 Tamastion Vehicle with over 16 seats Lave 1 1 Tamastion Vehicle with over 16 seats Lave 1 1 Tamastion Vehicle with over 16 seats Lave 1 1 Tamastion Vehicle with over 16 seats Lave 1 1 Tamastion Vehicle with over 16 seats Lave 1 1 Tamastion Vehicle with over 16 seats Lave 1 1 Tamastion Vehicle with over 16 seats Lave 1 1 Lave 1 1 Tamastion Vehicle with over 16 seats Lave 1 1 Lave 1<				Additional Ticke	t Sales							宜口	elete 🖨 Print List @ De
BK22220200036 13/04/0231 Transaction Validle Type Lave Table from Number from Number of validles Asctor Transaction Validle with over 16 seats Lave 1 1 15,000 Transaction Validle with over 16 seats Lave 1 Transaction Number for Number of validles Asctor Transaction Validle with over 16 seats Lave 1 1 15,000							om	Ticket number to		Lasteria			Print List @ De
Transaction Vehicle with over 16 seats Lave 1 1 10.000		BK20200200036	13/04/2023	Lane 1	•					+ Add Ticket			
Total: 1 10.000				Transaction	Vehicle Type	Lane	Ticket form	Symbol Number from	Number to Numb	er of vehicles Amount	Action		
Soveratt									То	tal: 1	10.000		
								Save list					

The user will then have the choice:

• Click the "Print List" button to download the statement to your computer.

Operation of printing the list:

Click the "Print List" button to the right of the list field you want to print

4 Action to delete the list:

Click the **"Delete List" button** to the right of the list field you want to delete. The screen will display a confirmation window as follows:

- Click the **"Delete" button** to confirm deletion of the selected media.
- Click the **"Skip" button** to cancel the operation.

IX.2. Listing function

IX.2.1. Scope of application

This function is used when Staffs want to view their accounting statements

IX.2.2. Implementation conditions

The user of the control system at the station has been created and given an account/password to use the system.



IX.2.3. The order of execution

Step 1: Users access the **"Accounting" menu.** The system will display the accounting function interface

			Post-checking	Accounting	ii Reporting	Wehicle	Administration	Configuration	Contact		G Logou
Sean	rch List										+ Make a list
late 13/0	04/2023	Shift Shift 1	Emplo V User		- C	Show list					
tate	ment List									Total 2 Items/page:	20 • 1/2 <
٠	Number List	Created Date	Shift			A	nount				
	BK20200200034	13/04/2023	Shift 1		0000	22.24	0.000			1 Delete	🖨 Print List 🛞 Detail
	BK20200200035	13/04/2023	Shift 2		0000	22.24	0.000				🖨 Print List 🛞 Detail
	BK20200200036	13/04/2023	Shift 1		0000	22.24	0.000				

Step 2: User selects "Make a list". The system will display the list selection screen

Step 3: The user selects the day, shift and Staff who needs to make a statement, then press **"Make list".** The system will display a detailed list

			Ø	Post-checking	Accounting	Reporting	🖨 Vehicle	OO Administration	tes Configuration	Contact	Gu
Searc	th List										+ Make a
Date		Shift		Employee							
13/04	1/2023	Shift 1		- User 1		0	Cham lint				×
		-	Make a list								
tatem	nent List		Created Date		Shift		Employee				fotal 2 Items/page: 20 × 1/2 <
÷	Number List	Created Date	13/04/2023	1	Shift 1		✓ User 1	•	Q Create		
	BK20200200034	13/04/2023	Additional Ticke	t Sales							🛱 Delete 🛛 🖨 Print List 💿 De
	BK20200200035	13/04/2023	Lane 1		Ticket number	r from	Ticket number to		+ Add Ticket		🖨 Print List @ De
	BK20200200036	13/04/2023	Carle 1								
			Transaction	Vehicle Type	Lan	e Ticket form	Symbol Number fro	m Number to Numb	er of vehicles Amount	Action	
								Тс	otal: 1	10.000	
							Save list				

Step 3: In case the user sells additional tickets, select a lane and enter the ticket range from number... to number... sold to record in the list.

• Select the additional ticketed lane



- Enter the ticket range from number ... to number ... for which additional tickets have been sold
- Click the "Add ticket" button to add to the list

Step 4: After completing the check, the user presses "**Save list**", the statement information will be saved in the list by the system.

				O P	ost-checking	Accounting	ii Report	ling 📾 Vehicle		60 Administration	Configuration	Contact		G Logo
earc	h List													+ Make a lis
Date 13/04	/2023	1	Shift Shift 1		Emp • Us		•	Q Show list						
tatem	ient List												Total 2 Items/page:	0 * 1/2 <
•	Number List		Created Date		Shift				Amount					
	BK20200200034		13/04/2023		Shift 1		0000		22.240.000				🗑 Delete	🖨 Print List 🛞 Deta
	BK20200200035		13/04/2023		Shift 2		0000		22.240.000					🖨 Print List 🛞 Detai
	BK20200200036		13/04/2023		Shift 1		0000		22.240.000					