

AGILIS SELF SERVICE MANAGEMENT SOFTWARE

Installation
use and maintenance manual for the main software



GENERAL WARNINGS

IMPORTANT WARNINGS

For operators' safety and to prevent any damage to the distribution system or to hardware devices, the instruction manual must be fully read and understood before carrying out any operation on software applications for the Self Service Management product range. The company rejects any responsibility due to malfunctions or damage coming from a missed or incomplete knowledge of this manual.

Storage of the manual

This manual must always be used as a reference for all topics. The final user and the skilled technicians authorised for installation, use and maintenance of the software must always be able to read it at any time.

Notes about validity

This manual was created with the utmost care. Nonetheless, involuntary omissions or inaccurate content or procedures might be present. PIUSI S.p.A. rejects any responsibility for the validity of the contents of this document or for changes it might undergo over time, for example with software and dedicated device updating and improvements. The illustrations provided mainly refer to the software configured in the English version and might not correspond to the displayed versions, also because of further version updates.

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Version of 09/2021

Notice

If the Self Service stations are connected to the site using a PW-LAN/PW-WIFI adapter, the Agilis SELF SERVICE MANAGEMENT requires the following ports to be open in the Windows Firewall for correct operation:

TCP ports: 12345,16789.

UDP ports: 12350.

The ports are usually open while installing the software.

In case of malfunctioning, ensure that the Firewall rules are configured in the right way.

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1. INTRODUCTION

This manual describes the operation of the Agilis SELF SERVICE MANAGEMENT software permitting the management of dispensing data collected from a maximum number of 16 Self Service stations.

This software allows the user to save each individual dispensing operation performed from the Self Service stations to PC and view detailed reports.

It allows data exports in compliance with Spanish tax agency laws for the purposes of refund certification for some types of fluids paid by companies.

The Agilis SELF SERVICE MANAGEMENT components are:

1. AGILIS SELF SERVICE MANAGEMENT SOFTWARE, the software application that permits desk-based management and data processing, which includes:
 - SERVER (installed as SSMASERVICE system service), the software that dialogues with each device without any intervention by the operator, collecting and continuously processing all system data and guaranteeing the synchronisation of information
 - CLIENT, the software to which users can connect for interfacing with the system and carrying out all operations for scheduling and monitoring work and the site.
2. PIUSI FUEL DISPENSERS, range of fuel dispensers supported by the software:



Self Service FM



Self Service MC



MC BOX



CUBE MC

2. TECHNICAL SPECIFICATIONS

2.1. SYSTEM REQUIREMENTS

Monitor resolutions:	1280·700
CPU:	Intel® Pentium® 4 or AMD Athlon® 64 processor (2 GHz or higher)
RAM:	2 GB
Free space on Hard Disk:	20 GB
Operating system:	Windows 10 TH1 1507 or later, Windows Server 2016 or later
Database:	Microsoft SQL 2019 CU16 Express (included in the installation)

The system must meet the requirements to support SQL Server 2019 CU16 Express, present at the link: <https://docs.microsoft.com/en-US/sql/sql-server/install/hardware-and-software-requirements-for-installing-sql-server-2019?view=sql-server-ver16>

ADDITIONAL REQUIREMENTS

- An internet connection is required for software operation in the WEB version, to activate the product and ensure constant updates to new versions.
- For correct use of a PW Mobile in the site, a PC is required with stable internet connection plus a two-way “Machine to Machine” SIM with active data plan to insert in the PW Mobile and with SIM PIN deactivated.

WARNING:

The system min. requirements might undergo changes over time, following the continuous development and improvement of the software.

3. CONTENT OF THE KIT

The AGILIS SELF SERVICE MANAGEMENT software can be purchased with a single licence and is distributed as follows:

KIT WITH USB KEY - The software comes in a package with a single USB key for storage. The USB key contains the installation file *setup.exe*. It is recommended to pay maximum attention to the filing of serial numbers written on the labels of the package and on the USB key. Note that the software can be used only when the USB key is connected to the PC. Do not tamper with or remove the content of the key.

KIT WITH WEB DOWNLOAD - the software is supplied through the service portal of the PIUSI client. Accessing the services for the clients in the *piusi.com* website, you can download the installation kit and manage the relevant user licences and activation codes.

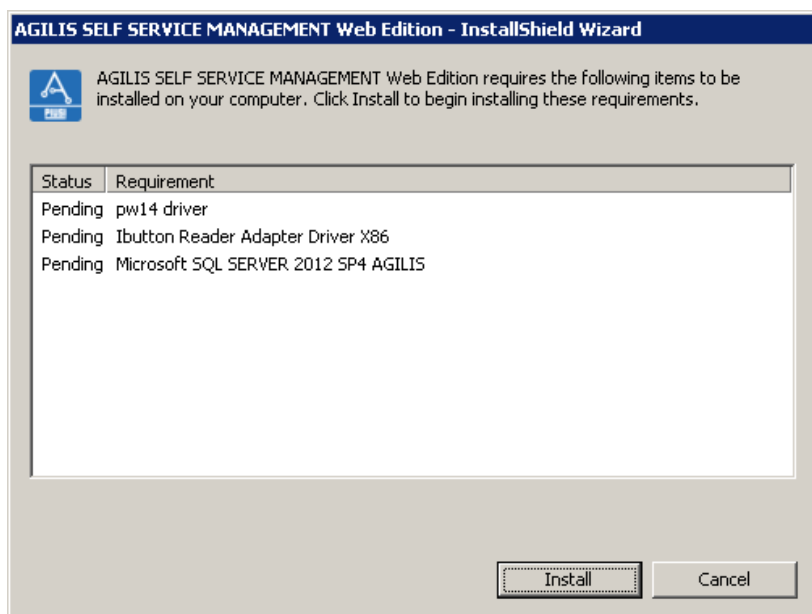
3.1 SOFTWARE INSTALLATION

Run the *setup.exe* file to proceed.

REQUIREMENT CHECK

When the procedure is started, the requisites for correct use of the software are checked. The iButton reader drivers, PW-14 adapter drivers and Microsoft SQL Server 2012 SP4 AGILIS Express database should be installed.

For correct installation, connect the PW-14 adapter and iButton reader only after installing the drivers.



MICROSOFT SQL SERVER 2019 CU16 INSTALLATION

Accept the use conditions of Microsoft SQL SERVER 2019 CU16 Express to install the PIUSI database necessary for using the software. The installation may require a few minutes.

Terms of Use

AGILIS
SELF SERVICE
MANAGEMENT

Terms of Use

To Install Microsoft SQL Server 2019 CU16, you must accept the Microsoft software license terms

MICROSOFT SOFTWARE LICENSE TERMS

MICROSOFT SQL SERVER 2019 EXPRESS

These license terms are an agreement between you and Microsoft Corporation (or one of its affiliates). They apply to the software named above and any Microsoft services or software updates (except to the extent such services or updates are accompanied by new or additional terms, in which case those different terms apply prospectively and do not alter your or Microsoft's rights relating to pre-updated software or services). **IF YOU COMPLY WITH THESE LICENSE TERMS, YOU HAVE THE RIGHTS BELOW. BY USING THE SOFTWARE, YOU ACCEPT THESE TERMS. IF YOU DO NOT ACCEPT THEM, DO NOT USE THE SOFTWARE.**

IMPORTANT NOTICE: AUTOMATIC UPDATES TO PREVIOUS VERSIONS OF SQL SERVER. If this software is installed on servers or devices running any supported editions of SQL Server prior to SQL Server 2019 (or components of any of them) this software will automatically update and replace certain files or features within those editions with files from this software. This feature cannot be switched off. Removal of these files may cause errors in the software and the original

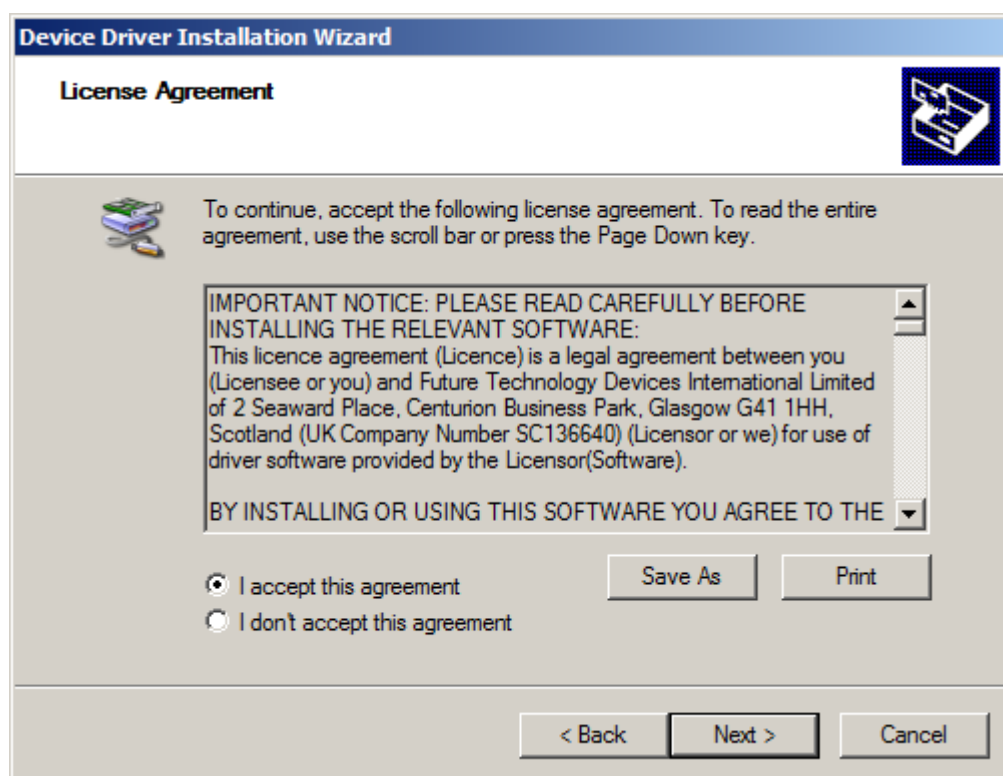
I accept the license terms

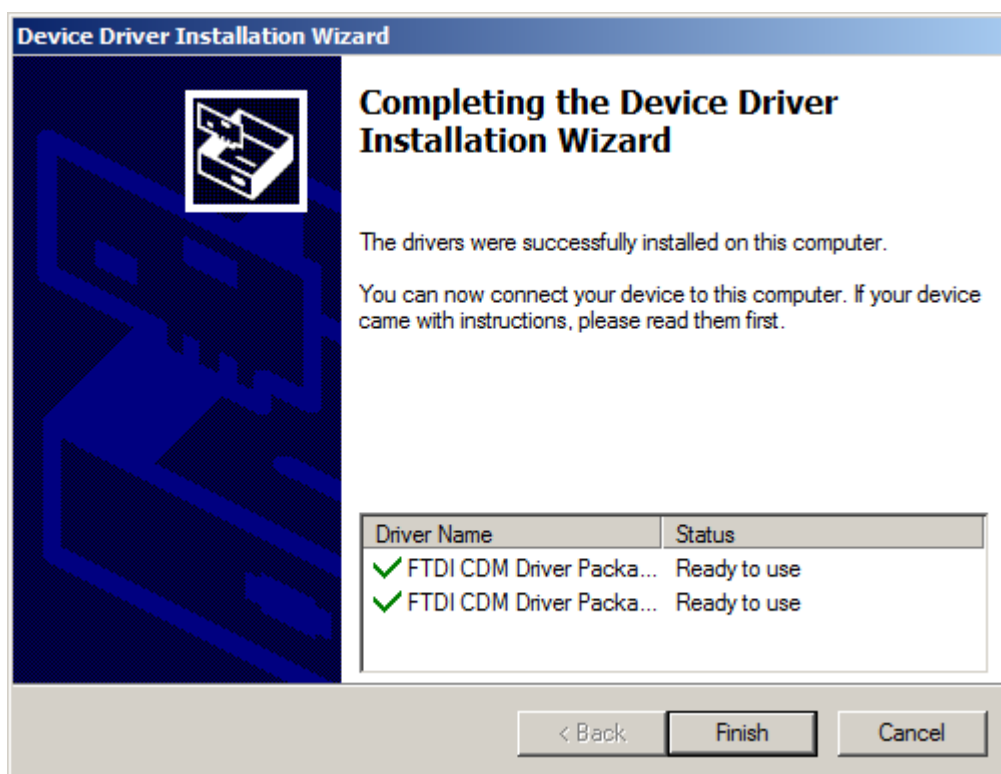
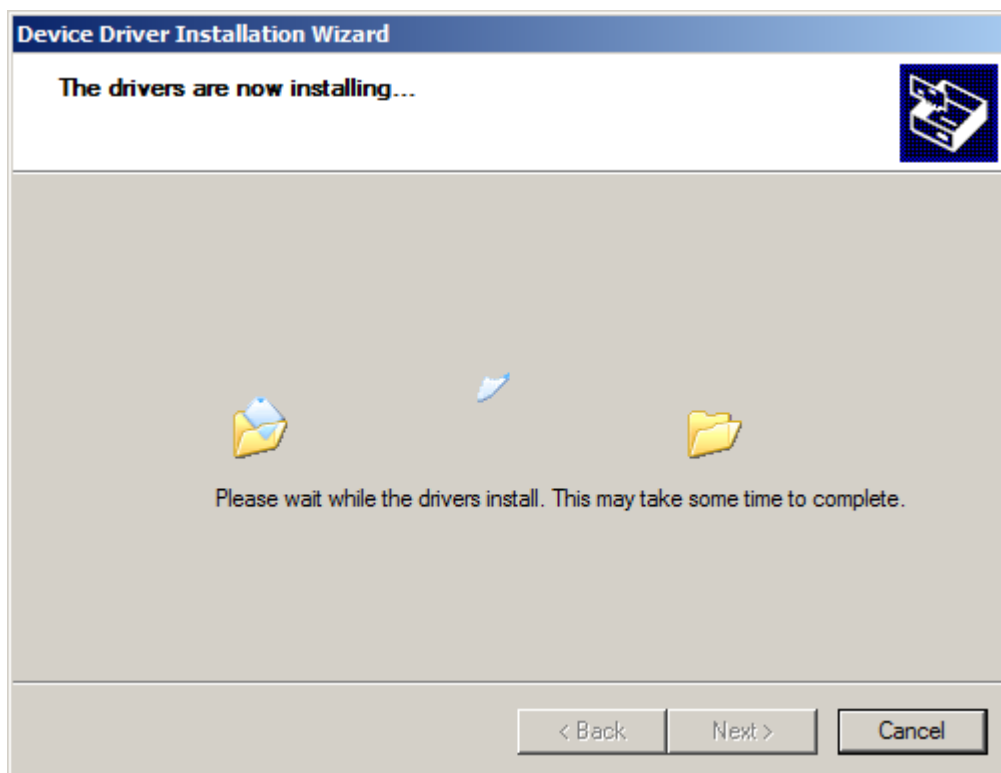
print copy

PIUSI

CLOSE INSTALL

PW-14 ADAPTER DRIVER INSTALLATION

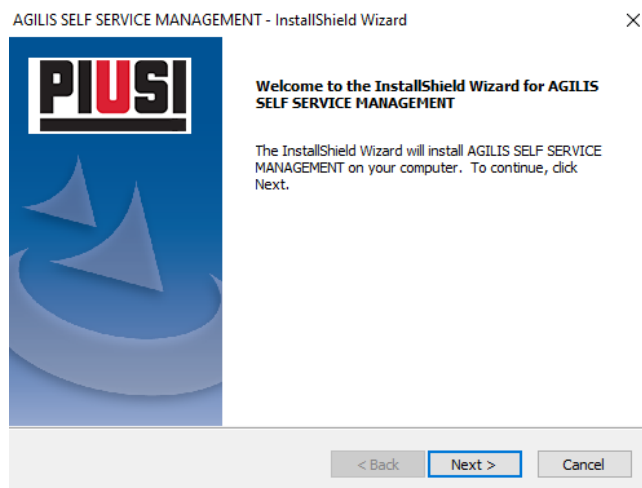




After installation, the PW-14 adapter can be connected to the PC.

START OF AGILIS SELF SERVICE MANAGEMENT INSTALLATION

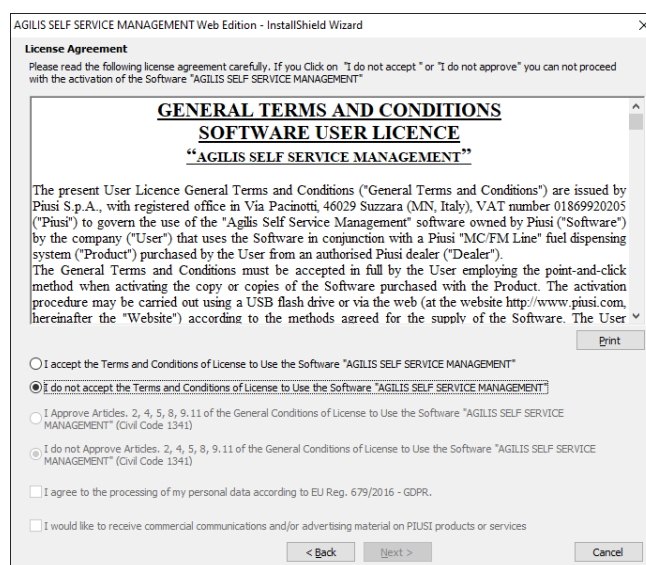
The following screen informs the user about the installation operations he/she is going to authorise. Press NEXT to continue or CANCEL.



GENERAL USER'S LICENSE CONDITIONS

Read the terms of the General User's License Conditions for the software Agilis SELF SERVICE MANAGEMENT. To continue installation, you need to accept the conditions and approve the articles as required.

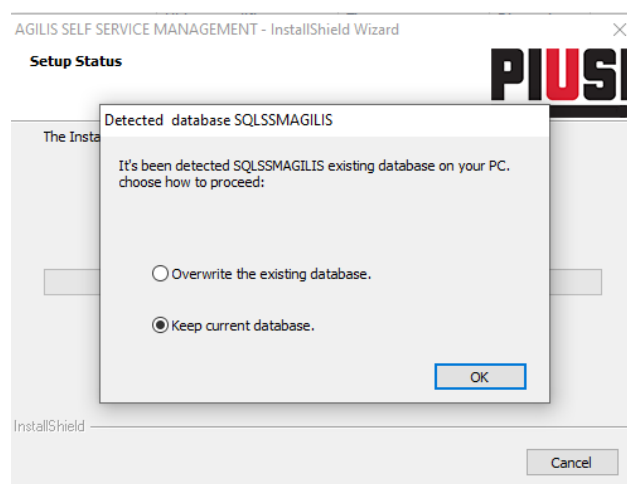
Optionally, you can decide whether to receive commercial communications while using the software (see Chapter 10.2 to activate/deactivate the function from the software).



INSTALLSHIELD WIZARD

Confirm the selections to continue with the final installation and file copy.

In case of a future installation of Agilis SELF SERVICE MANAGEMENT you need to decide if you want to keep the current database or restart with an empty one. Caution, if you want to overwrite the previous database and load a new, empty one, all previous data is lost and can be recovered only through a backup.



CREDENTIALIAL LOGON

Provide a username and a password for the administrator to be used as credentials at the logon for the startup. Other users can be easily created after accessing the software.

InstallShield Wizard

Logon credentials are necessary to continue.
To continue you must provide the administrator user's logon credentials.

Username (6 character at least):
[Text Box]

Password (8 character at least):
[Text Box]

Repeat Password:
[Text Box]

< Back Next >

SHORTCUT PREFERENCES

Define which software shortcuts you want to create in your site.

AGILIS SELF SERVICE MANAGEMENT - InstallShield Wizard

Create desktop and programs menu shortcut

Select the shortcut to create:

Create desktop shortcut.

Create programs menu shortcut.

InstallShield

< Back Next > Cancel

CONFIRM INSTALLATION AND RESTART

After the procedure, the interface confirms the operations asking the user to restart the computer before running the program. It is always advisable to restart the PC at the end of the installation process.

NOTE: Software can be uninstalled using the OS functions. To uninstall the software, just press control panel -> Programs ->Uninstall a program.

3.2 HARDWARE INSTALLATION CONNECTION SET-UPS

Data can be downloaded from the Self Service Stations in three different ways:

1. Via RS485 serial connection (using PW-14 adapter):
The network connection is set up using a twisted pair cable (see RS485 standard). Screening is not, generally speaking, indispensable. If the cable features screening however, it is advisable to connect it to the ground wire, in the Self Service junction box. (See connection set-ups 1A and 1B.)

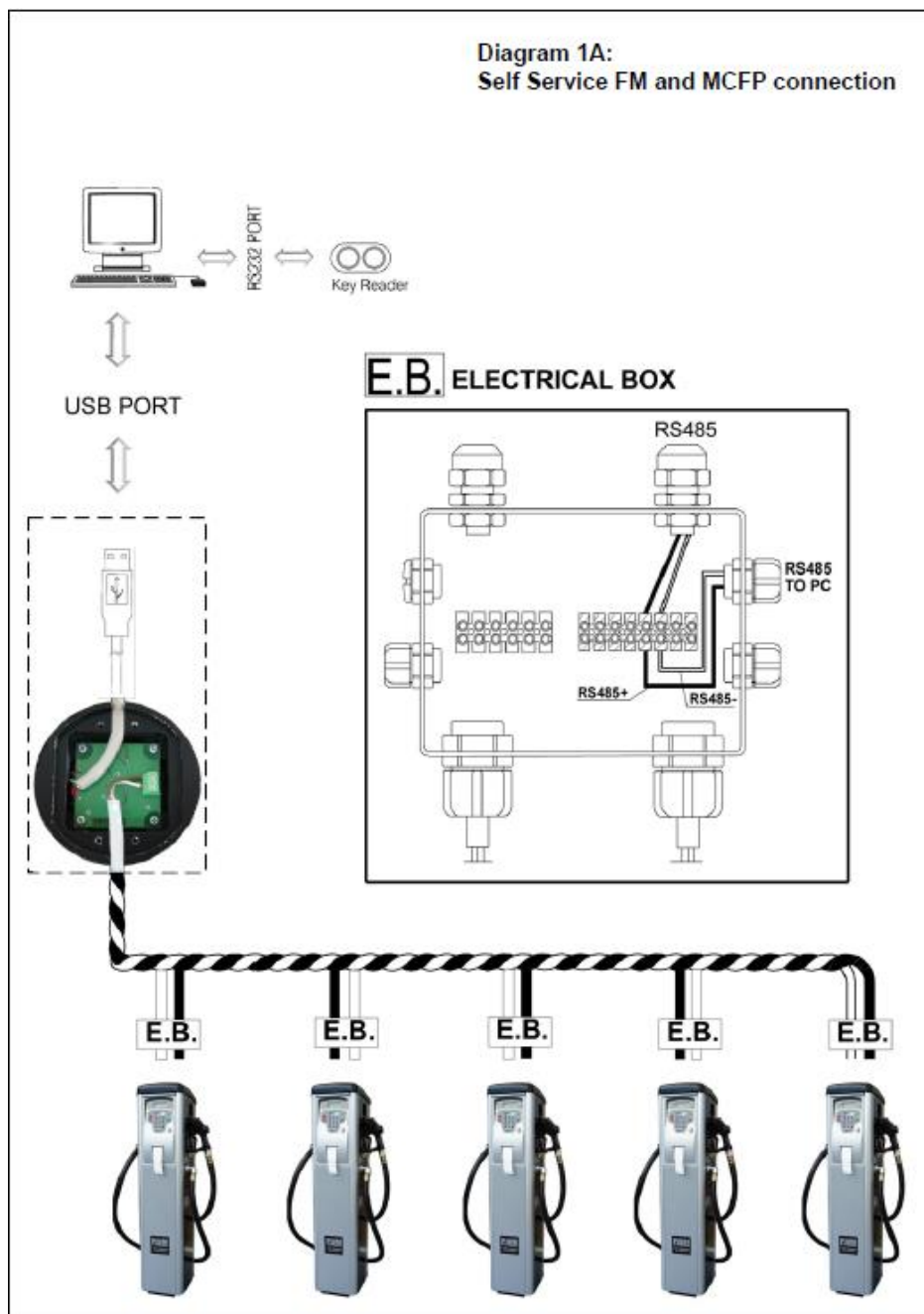
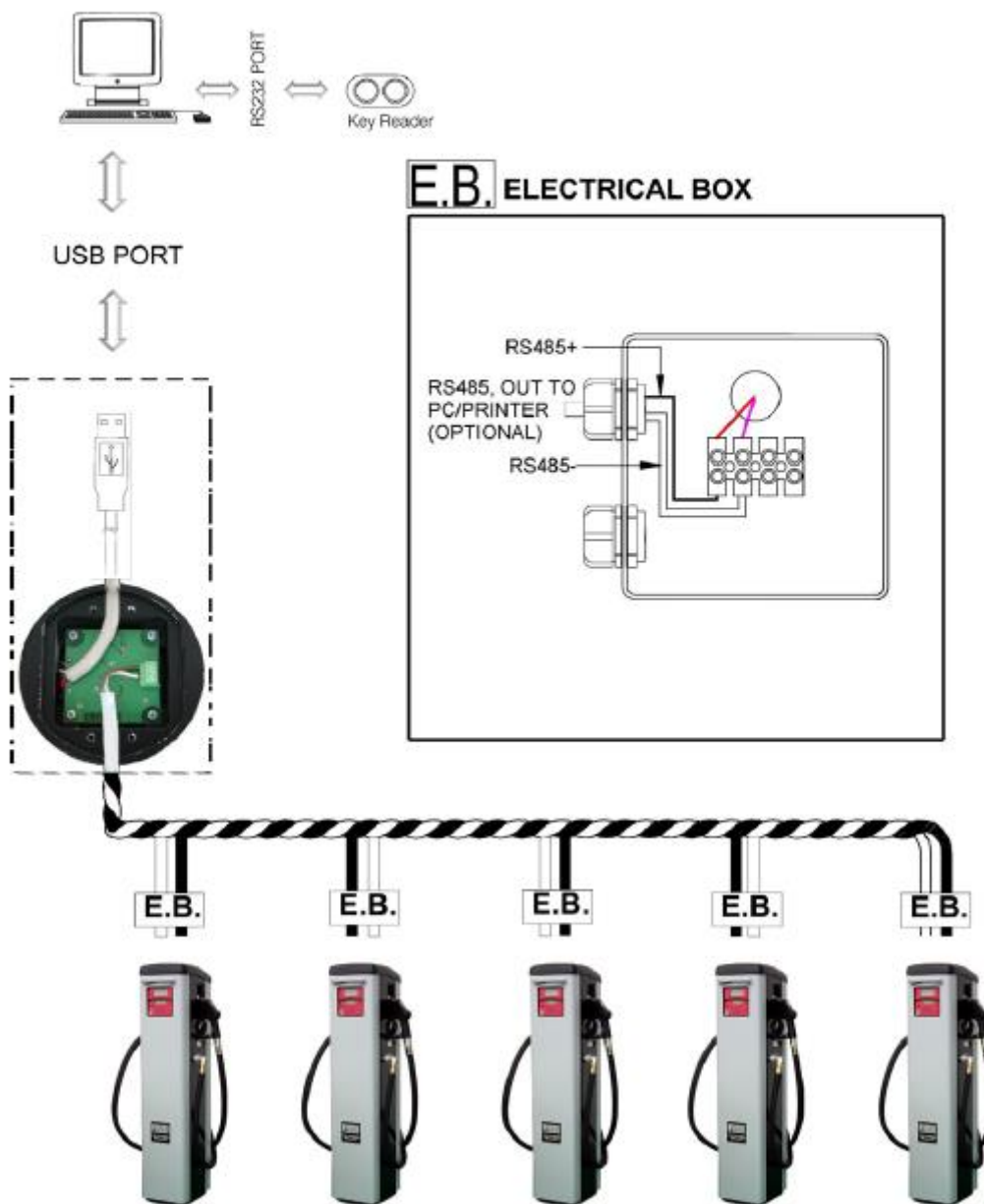
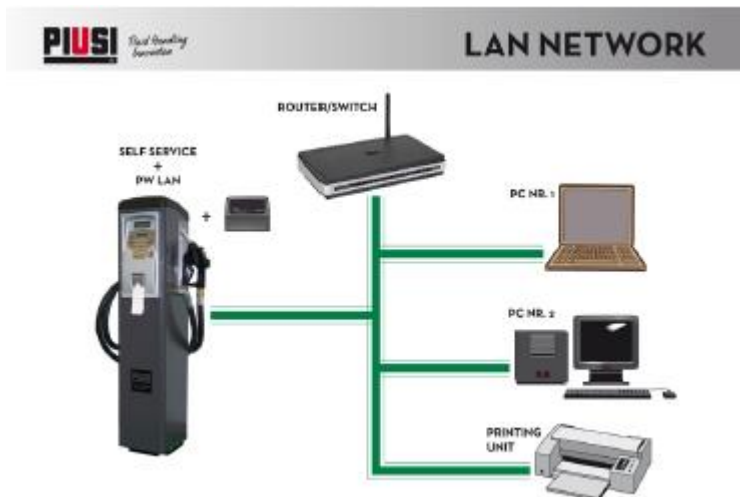
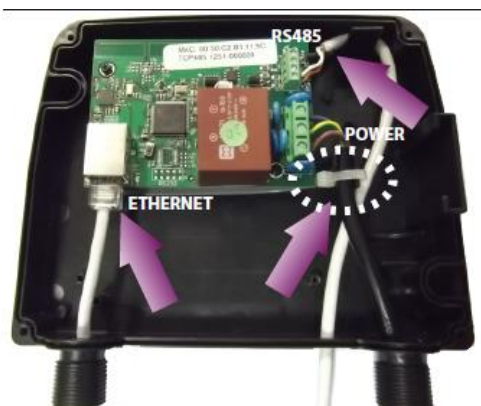


Diagram 1B:
Self Service MC connection



2. Via Ethernet connection (using PW-LAN/PW-WIFI adapter): Connect the fuel dispenser controller to the PW-LAN/PW-WIFI adapter using a RS485 cable and then, after configuring the PW-LAN/PW-WIFI correctly, wire the device within your network using an Ethernet cable (with PW-LAN) or connect it via Wi-Fi to your network's access point (with PW-WIFI).

Set-up with PW-LAN

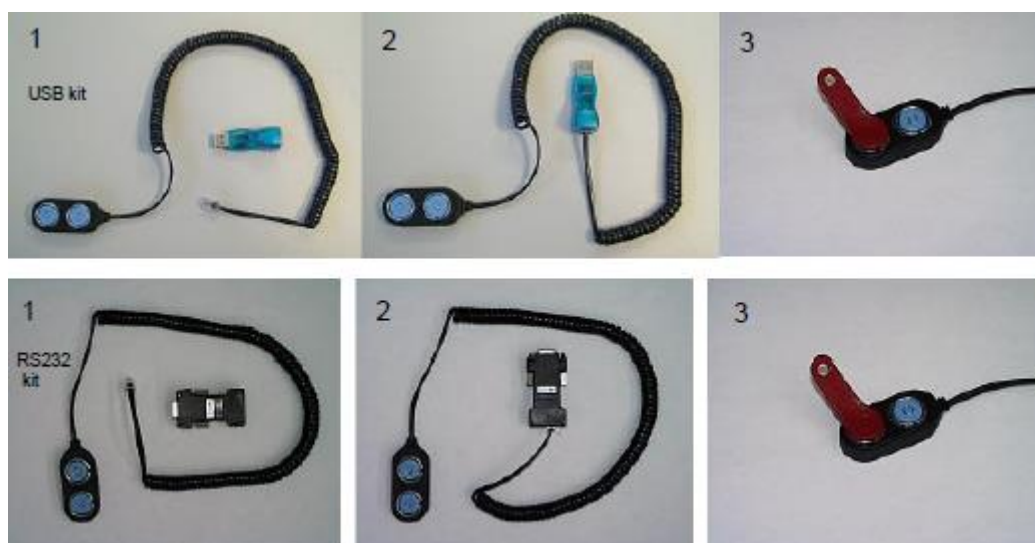


Schema con PW-WIFI



Please refer to the configuration manuals for the PW-LAN and PW-WIFI equipment.

3. Via electronic key (MANAGER KEY) supplied to the fuel dispenser site owner: Use the key reader connected to the PC via USB or RS232 adapter to read the data on the MANAGER KEY.



Manager Key USB type-C



With the first two methods, the PC cyclically queries the stations connected to the networks, which respond with the data on all the dispensing operations stored.

Where it is inconvenient to lay wiring, the dispensing operations can be “downloaded” from the station using the MANAGER KEY. The MANAGER KEY is a storage device where the dispensing operations downloaded from the fuel dispensers that must be transferred to the PC for processing are saved.

WARNING:

Only the data from one fuel dispenser at a time can be stored on the MANAGER KEY. It is not possible to download data to a MANAGER KEY containing data from another fuel dispenser.

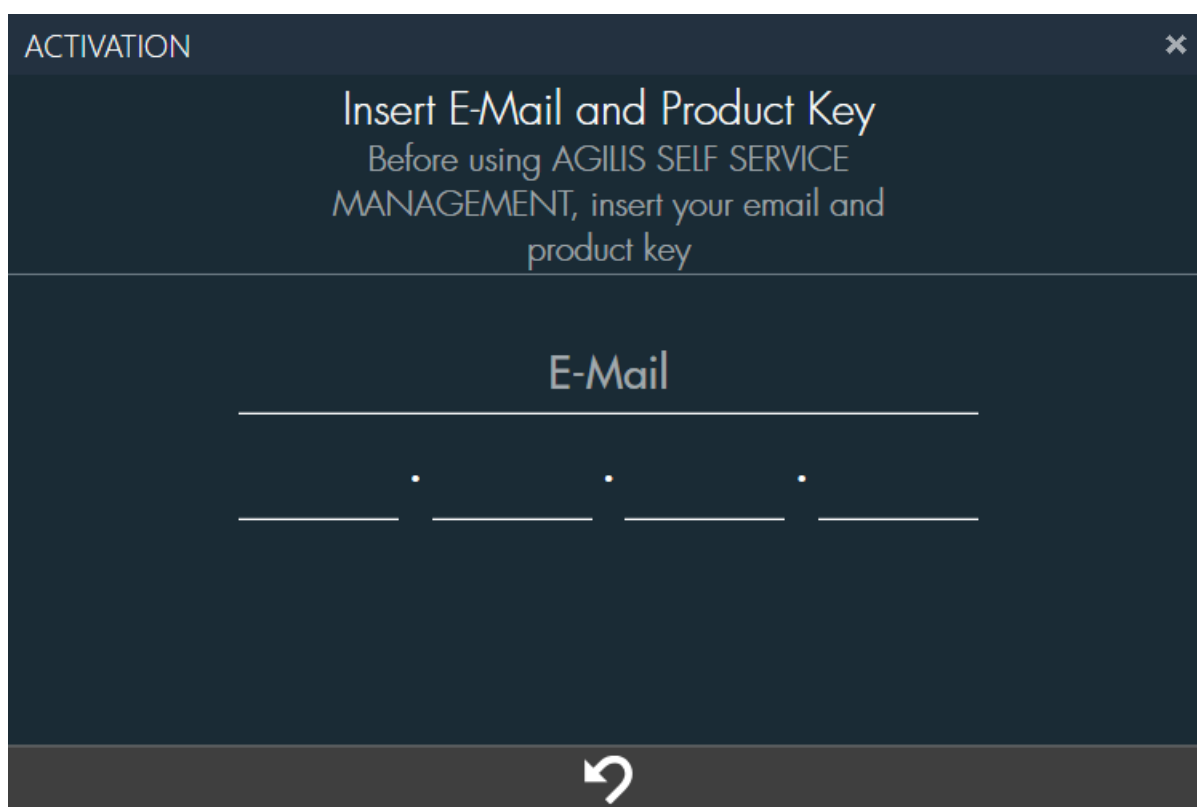
4. FIRST USE

4.1 FIRST ACTIVATION



Once installed, run the software using the  icon on the desktop. At the first activation, the product code and the e-mail address used for registering the product on the portal are requested.

See illustration below:



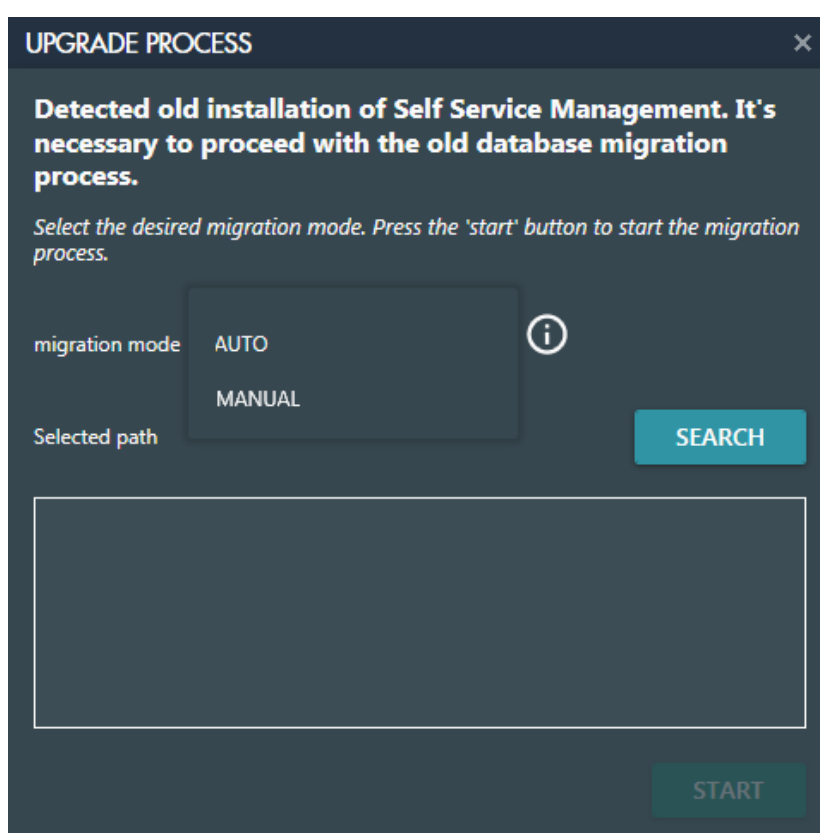
In the case of the USB version, the code to enter is printed on the package. In the case of the WEB version, it is sent by PIUSI by e-mail.

4.2 UPDATING TO AGILIS SELF SERVICE MANAGEMENT

4.2.1 UPGRADING FROM “SELF SERVICE 1.0” TO “AGILIS SELF SERVICE MANAGEMENT

If, at the first activation of Agilis SELF SERVICE MANAGEMENT, the old version of the ‘Self Service’ software is detected on the PC, an update procedure is envisaged, including:

1. DATA MIGRATION - Procedure to import the data in the database (Self.mdb) of the old version of software to the new database. In detail:



The Access files Self.mdb of the old database containing the data for migration must be indicated in order to start migration. There are two ways of selecting the files:

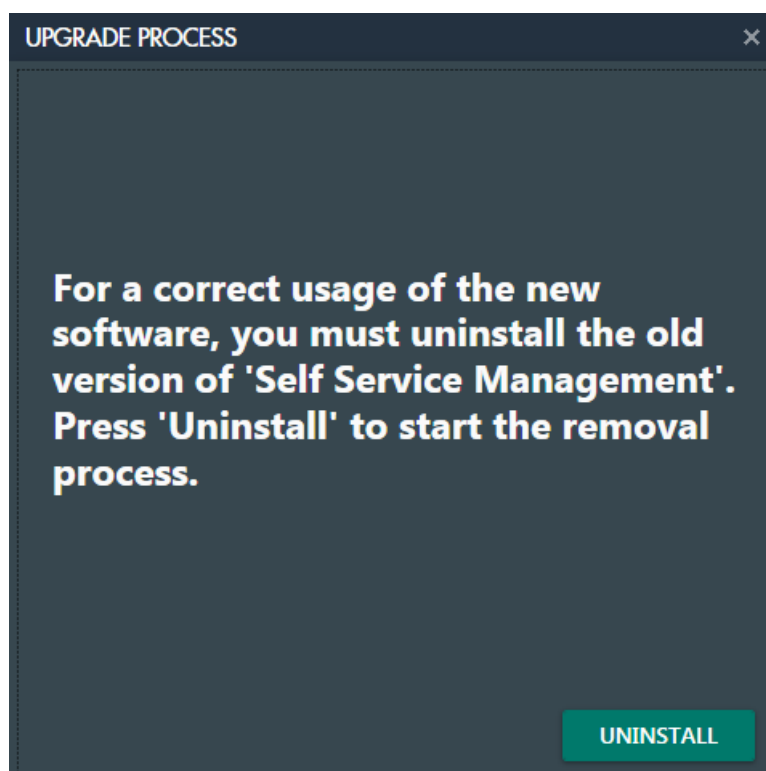
- **AUTO** - Pressing the ‘SEARCH’ button launches an automatic procedure that will search for the Self.mdb files present with a specified path.
- **MANUAL** - Press the ‘SELECT’ button to select the Self.mdb files to migrate manually.

After selecting the files for migration, press ‘START’ to proceed with migration.

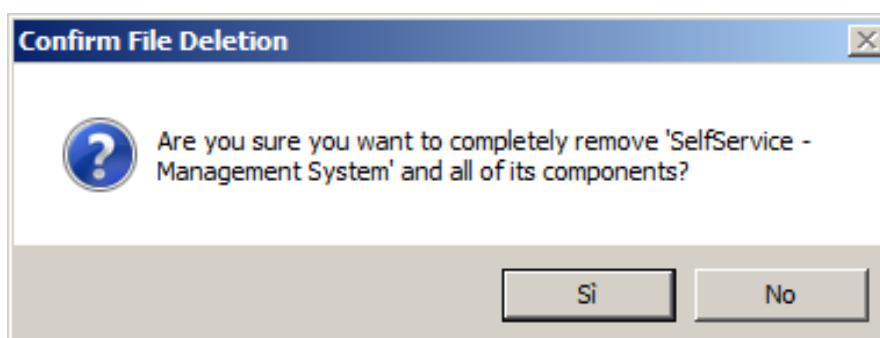
WARNING:

Depending on the quantity of data for migration, the migration process may last several minutes. Wait for the end of the process without interrupting it.

2. UNINSTALLING THE OLD SOFTWARE - After the migration procedure has ended correctly, the old version of 'Self Service' must be removed. In detail:

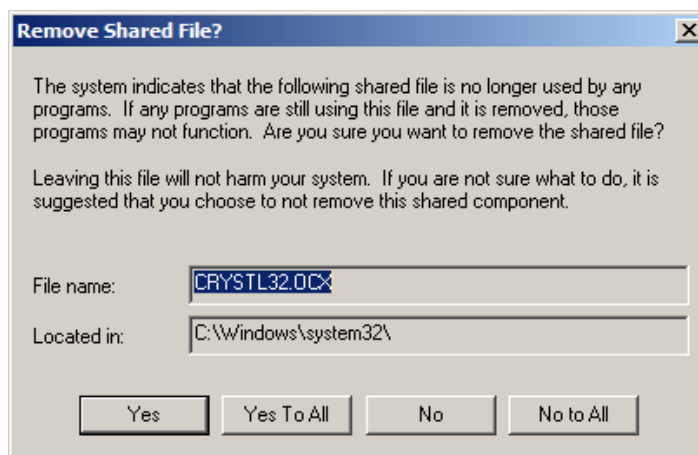


Press the UNINSTALL button to start the removal process:

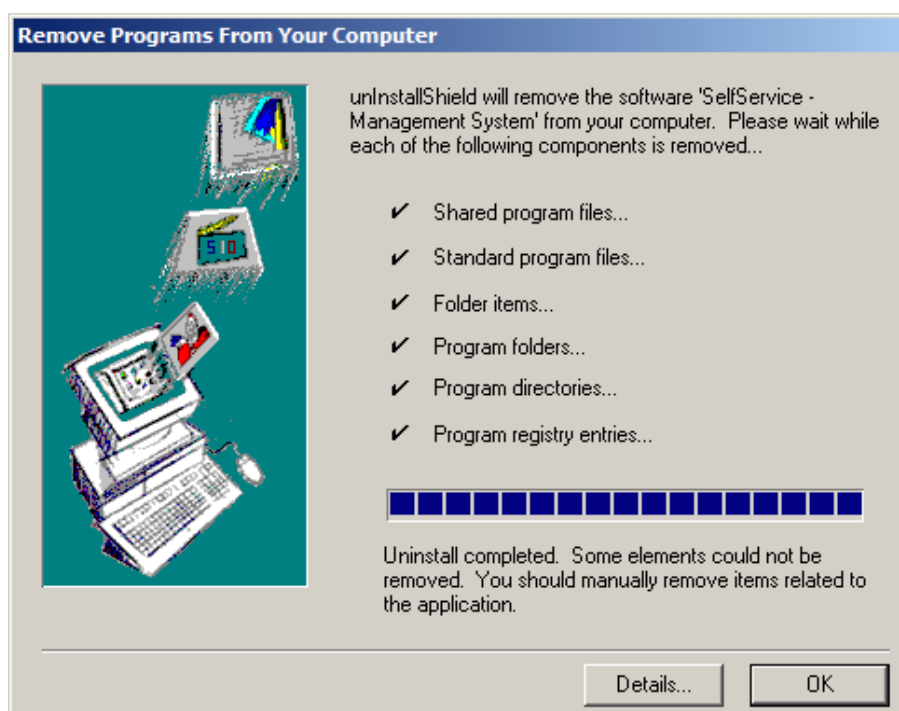


Select the 'YES' option.

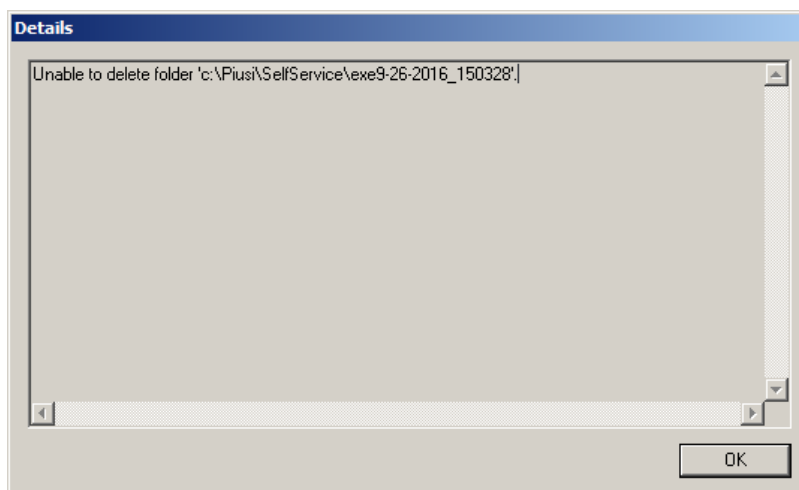
At this point, the screen asking whether you want to uninstall the files shared with other applications and no longer used appears. To avoid any kind of malfunction, select the option 'No to All'.



After confirming, the removal procedure will be launched. At the end of the process, press the 'OK' button to close.

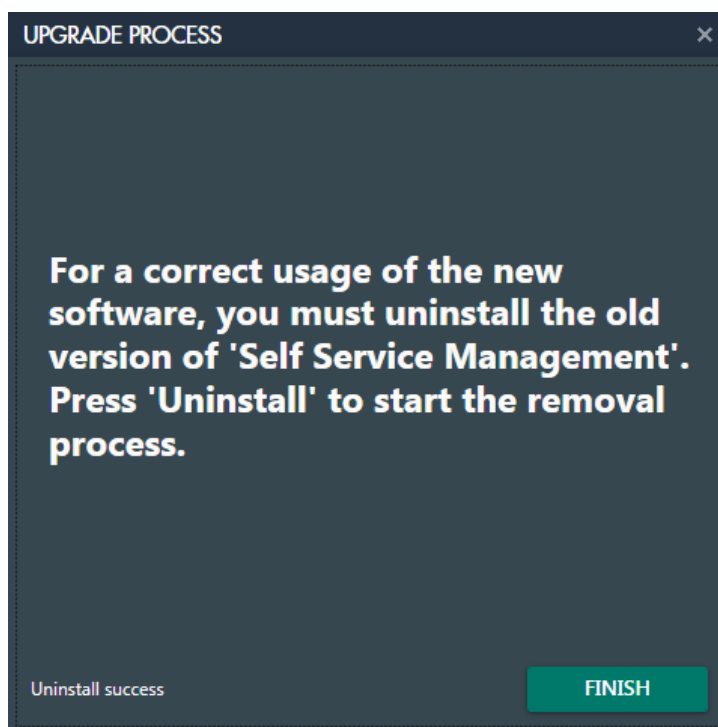


Press the 'DETAILS ...' button to see which files could not be removed automatically and that must be removed manually if you wish to uninstall the 'Self Service' completely.

**WARNING:**

The procedure for uninstalling the old software deletes the Self.mdb file, which contains all the data stored by the 'Self Service' software. Before proceeding with removal, ensure that your data has been migrated correctly to the new database.

If uninstalling ends successfully, press the FINISH button to start using the software.



4.2.2 UPGRADING FROM “SELF SERVICE MANAGEMENT 2018” TO “AGILIS SELF SERVICE MANAGEMENT

An upgrade procedure is required if AGILIS Self Service Management is installed on a computer where “Self Service Management 2018” or “Self Service Management GASOLEO 2018” is already installed. The procedure involves:

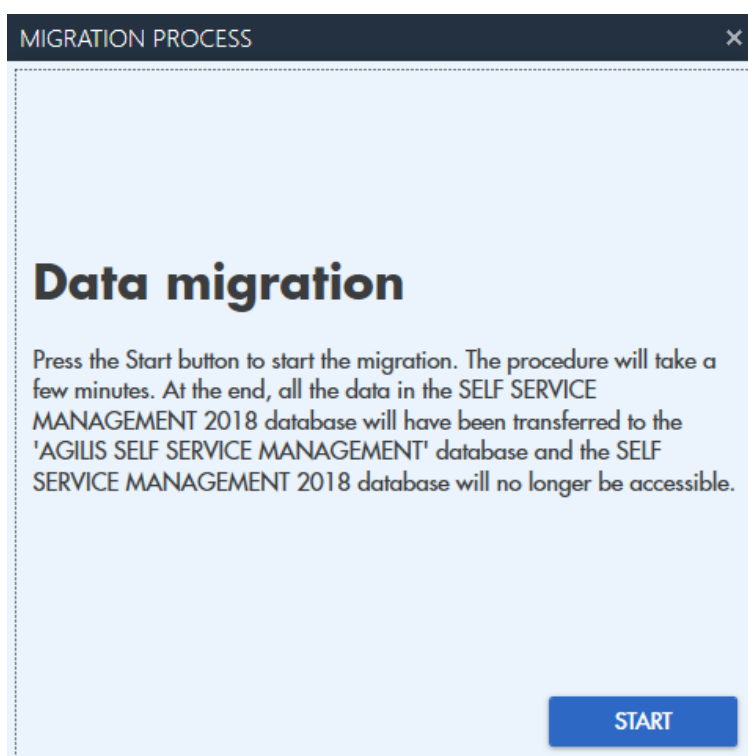


Press the (NEXT BUTTON IMAGE) button to start the procedure.

IMPORTANT NOTE

- This procedure must be carried out whenever software from the old 2018 range is detected.

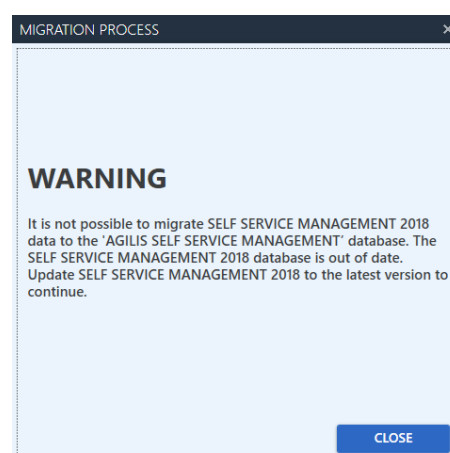
- 1) DATA MIGRATION - Automatic procedure for importing data from the “Self Service Management 2018” or “Self Service Management GASOLEO 2018” database into the new AGILIS Self Service Management Software database. In detail:



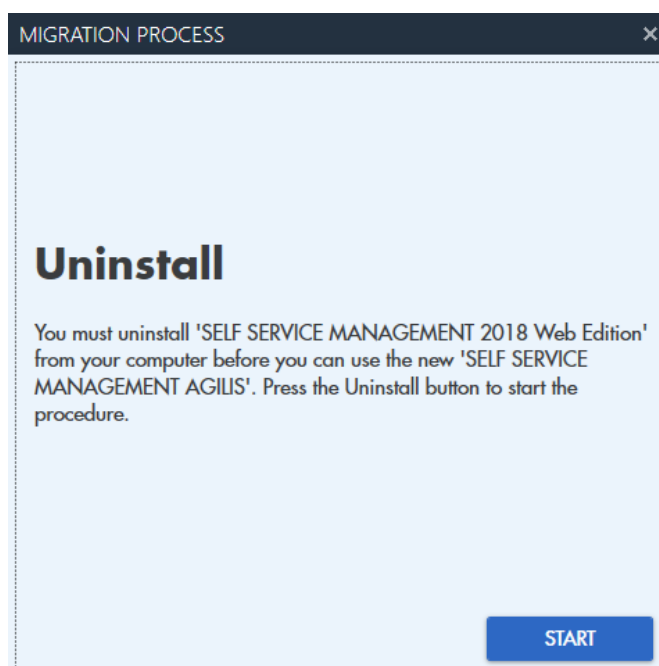
Press the button (start button image) to start the database migration procedure. You will no longer be possible to install and use “Self Service Management 2018” or “Self Service Management GASOLEO 2018” on the computer at the end of the procedure.

Important note

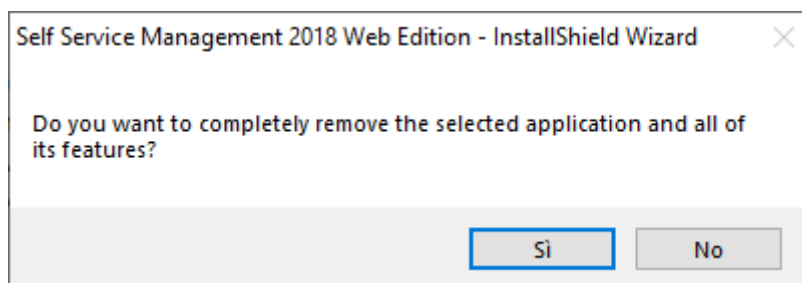
- This procedure may take a few minutes. Wait for the end of the process without interrupting it.
- The software must be updated to the latest available version to migrate the “Self Service Management 2018” or “Self Service Management GASOLEO 2018 database”, otherwise the following error message will appear:

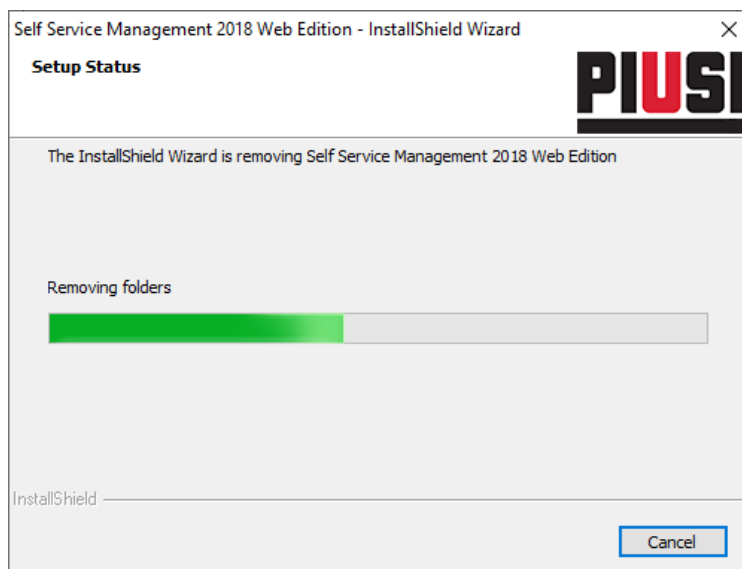


- 2) UNINSTALLING THE OLD SOFTWARE - “Self Service Management 2018” or “Self Service Management GASOLEO 2018” must be removed after the migration procedure has been successfully completed (this step of the procedure will not be performed if the old software was previously uninstalled). In detail:

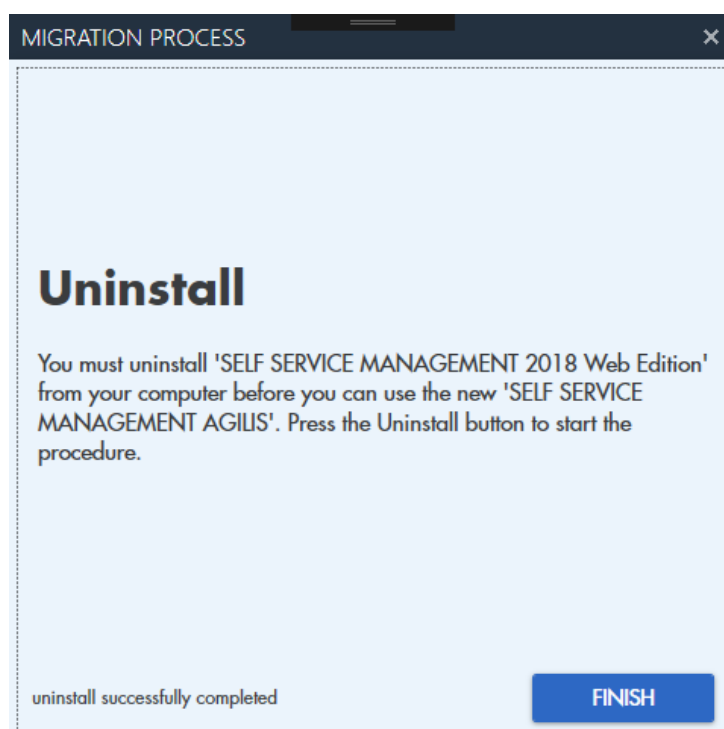


Press the START button to start the removal process:





Wait for the end of the uninstall procedure.



If uninstall procedure ends successfully, press the “FINISH” button to start using “AGILIS Self Service Management”.

5. LOGIN and INTERFACE

5.1 LOGIN

To access the software, double click on the Self Service Management icon on the desktop. After a few seconds, the login interface on the right is displayed.

Enter your personal details: username and password, then press Enter in the keyboard or button.

The button can be used to help the user to remember the password while logging in. The password reminder is effective from the second login.

5.2 CREDENTIALS RECOVERY

Start the recovery procedure by pressing the button to recover the administrator user's access credentials. Enter the e-mail of the portal user (used to register the product on the PIUSI portal) and press to receive an e-mail containing the administrator user's access password (the one created during the software installation phase).

Caution

- You must have registered the product on the PIUSI portal and have an Internet connection to perform this procedure.

5.3 INTRODUCTION TO THE INTERFACE

The interface of the Agilis SELF SERVICE MANAGEMENT Software has been developed to offer a simple utilisation experience, to improve daily work without complicated manoeuvres. The basic parts to know before reading the manual in all its sections are the following:

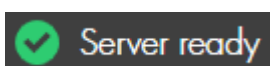


- A. **HEADING** – shows the company logo and, on the right side, the INFO button used to enter the sub-menu for displaying the software version and license information, activating the product and checking for new updates (see chapter 11). The HELP button for consulting the software user manual (the manual can be opened by pressing the F1 button on the keyboard).
- B. **MAIN MENU** - The menu is a fundamental part of the software, used to scroll through its functions. Let's analyse each item from left to right.
- **TANKS** - This item gives access to the tank management functions for: entering, editing, deleting and monitoring site tanks; managing product and supplier master data; creating product handling operations on tanks.
 - **SITE** - the menu item for accessing site management, where the fuel dispensers connected and monitored in real time are indicated

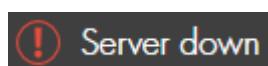
- REPORT - the menu item for accessing system reports, where dispensing reports can be displayed.
- EXPORT - The item provides access to the section for exporting information on dispensing operations to file. Pre-configured models are provided for exporting dispensing operations according to the criteria established by the Spanish tax agency.
- SETTINGS - the menu item for accessing the software configuration options, to change language, units of measurement, to enter the site owner details, manage the program user data and schedule the database backups.

C. FOOTER - the program footer showing:

- server status



server on and perfectly working



server off.

WARNING:

For the correct operation of the system the server must always be on; if the server remains off for too long incorrectly, check that the SSMASERVICE system service is present and active.

- the name of the connected user - name of the user authenticated for the current session.

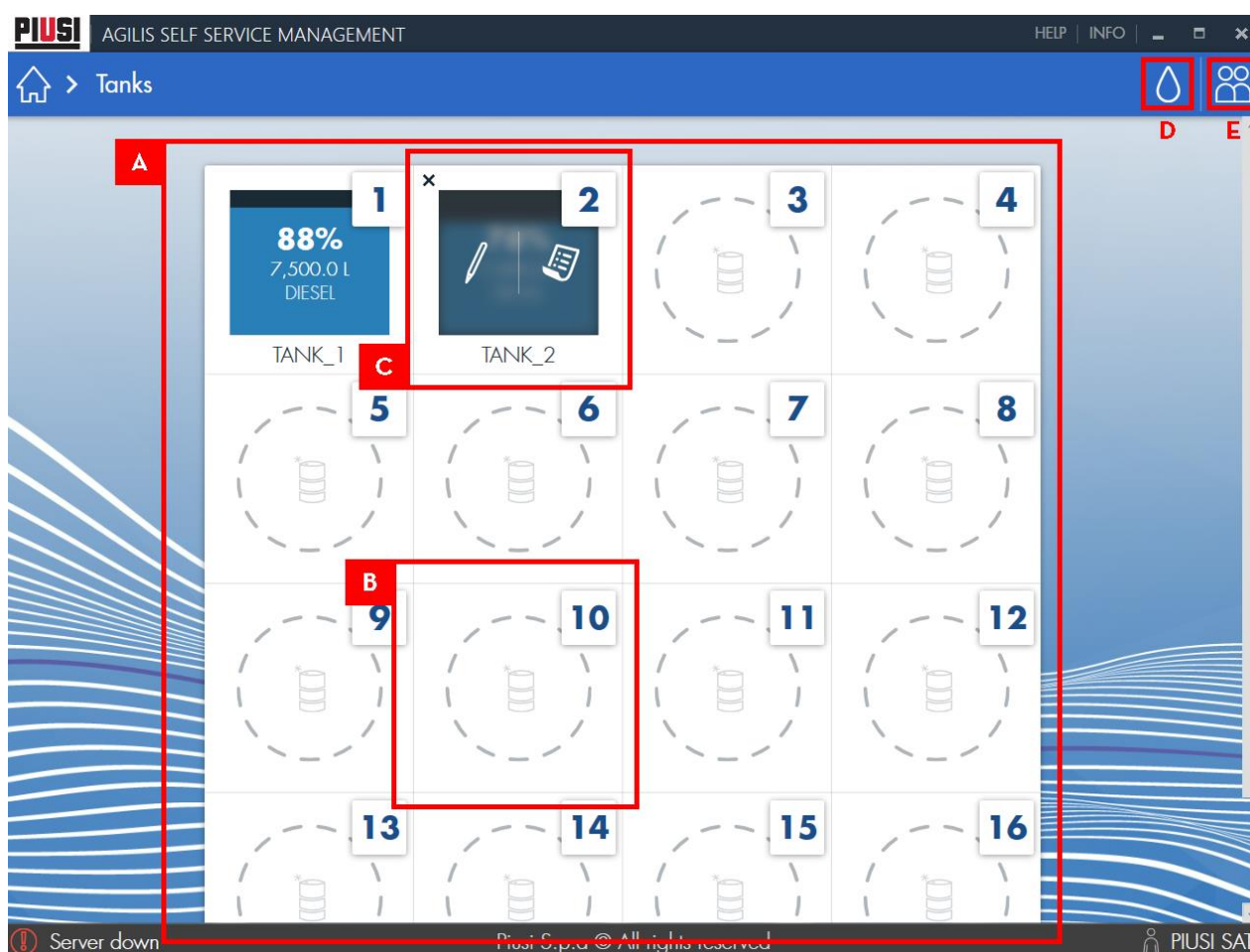
6. TANKS

6.1 OVERVIEW



The tank watchdog section, that can be accessed pressing the icon of the menu shown hereby, can be used to describe and manage any tank of the site. It has a simple interface to monitor in real time the exact quantity of fuel left and handle the product for each tank. Up to a maximum of 16 tanks can be managed. Furthermore, this section can be used to manage your supplier and product master data.



In detail:



- A. TANK MAP - List of the added and monitored tanks. Tank detail:
1. SLOT NUMBER
 2. TANK NAME
 3. PRODUCT PERCENTAGE

4. PRODUCT QUANTITY (expressed in litres or gallons according to global site settings, see Chapter 10.2)
5. NAME OF THE PRODUCT CONTAINED IN THE TANK.

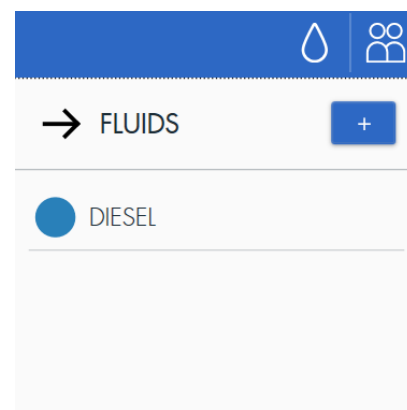
B. EMPTY SLOT - Press the empty slot to add a new tank for monitoring. Indicate:


1. NAME - Name chosen by user to identify the device.
2. TANK CAPACITY - Maximum product capacity that the tank can hold.
3. QUANTITY ALARM 1- The tank quantity that triggers alarm 1 (software alarm, not managed by the tank). Icon  appears when a quantity below the indicated alarm threshold is detected.
4. QUANTITY ALARM 2- The tank quantity that triggers alarm 2 (software alarm, not managed by the tank). Icon  appears when a quantity below the indicated alarm threshold is detected.
5. PRODUCT - Association of a product with the tank.

C. EDIT TANK PANEL - Hover the mouse over a tank already entered in the site to open the edit panel. On the panel you can choose whether

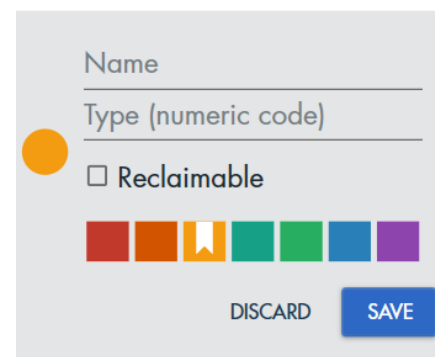
1. Remove the tank
2. Edit tank characteristics
3. Manage your product handling operations - You can access the handling operation history section from here (see Chapter 6.2)

D. PRODUCTS MASTER DATA - Press the icon to open the panel from where you can add, edit and delete products in the site.




Press the  button to add a new product. You need to enter:

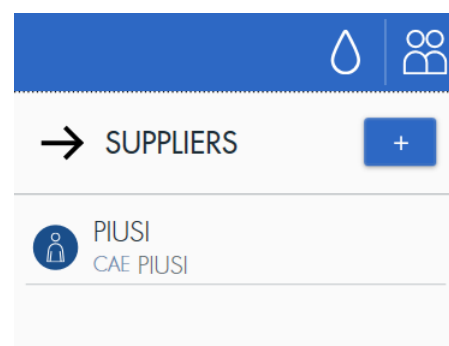
- **Name** - identification code of the product
- **Type** - Code identifying the percentage of biodiesel in the product. Products with a code other than “000” cannot be reclaimed.
- **Colour**
- **Reclaimable product** - This indicates whether the product is of the GASOLEO A (code “000”, 0% biodiesel) type, i.e. refundable by the tax agency.




A screenshot of a product edit form. It features a 'Name' field, a 'Type (numeric code)' field, and a 'Reclaimable' checkbox. Below these fields is a color selection bar with seven colored squares (red, orange, yellow, green, blue, purple). At the bottom right, there are 'DISCARD' and 'SAVE' buttons.

to delete a product, open the edit panel by selecting the product from the list and then press .

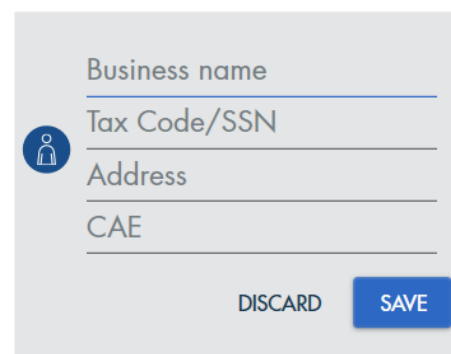
- E. SUPPLIERS MASTER DATA - Press the icon to open the panel from where you can add, edit and delete suppliers in the site.




A screenshot of the 'SUPPLIERS' master data panel. It has a blue header with a water drop icon and a group of people icon. Below the header, there is a 'SUPPLIERS' title with a right-pointing arrow and a '+ ADD' button. A list item is shown with a person icon, the text 'PIUSI CAE PIUSI', and a horizontal line below it.

Click on the  button to add a new supplier. You need to enter:


- Business name
- Address
- Tax code
- CAE code - Univocal supplier code. It is not permitted to enter two suppliers with the same code.



A screenshot of a supplier edit form. It includes fields for 'Business name', 'Tax Code/SSN', 'Address', and 'CAE'. A person icon is visible on the left side of the form. At the bottom right, there are 'DISCARD' and 'SAVE' buttons.

To delete a supplier, open the edit panel by selecting the supplier from the list and then press .

6.2 LIST OF TANK HANDLING OPERATIONS


Press the icon  on the edit tank panel to open the product handling section. You can view, add and export all product handling operations made on the tank from this section.

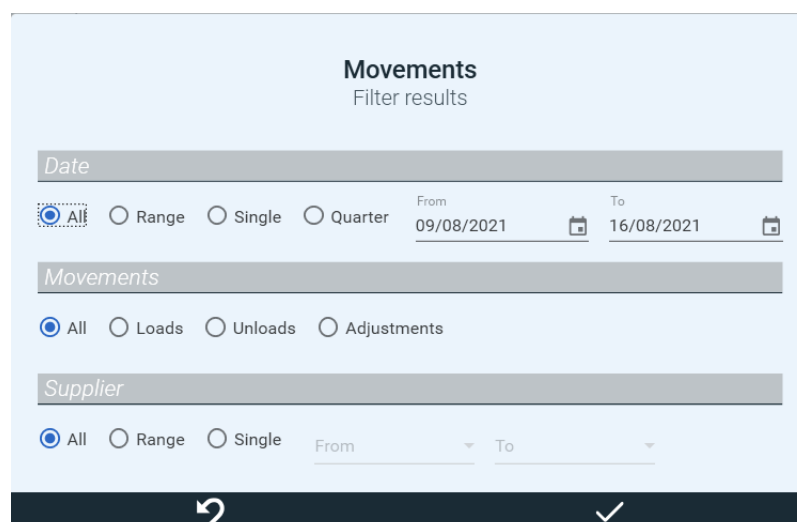
The screenshot displays the 'Movements history' page for 'TANK_2'. The interface is divided into several sections:

- Summary Card (D):** Shows a 78% fuel level for DIESEL, with 6,975.0 L remaining and a value of 8,928.00 €. A notification '2' is present in the top right corner.
- Operations List (B):**
 - TODAY:**
 - 17:05: Subtracted 1,525.00 L of DIESEL
 - 16:46: Added 8,000.00 L of DIESEL. Total value: 10,250.00 € (1.28 €/L).
 - 15 Aug 2021 (Sunday):**
 - 17:04: Adjusted tank quantity to 500.00 L
- Filter Panel (C):** Located at the bottom left, it contains three icons: an upward arrow, a list icon, and a downward arrow.
- Export Panel (E):** Located at the top right, it contains icons for PDF, XLSX, and TXT exports.
- Filtering Panel (A):** Located at the top right, it contains a funnel icon for filtering operations.

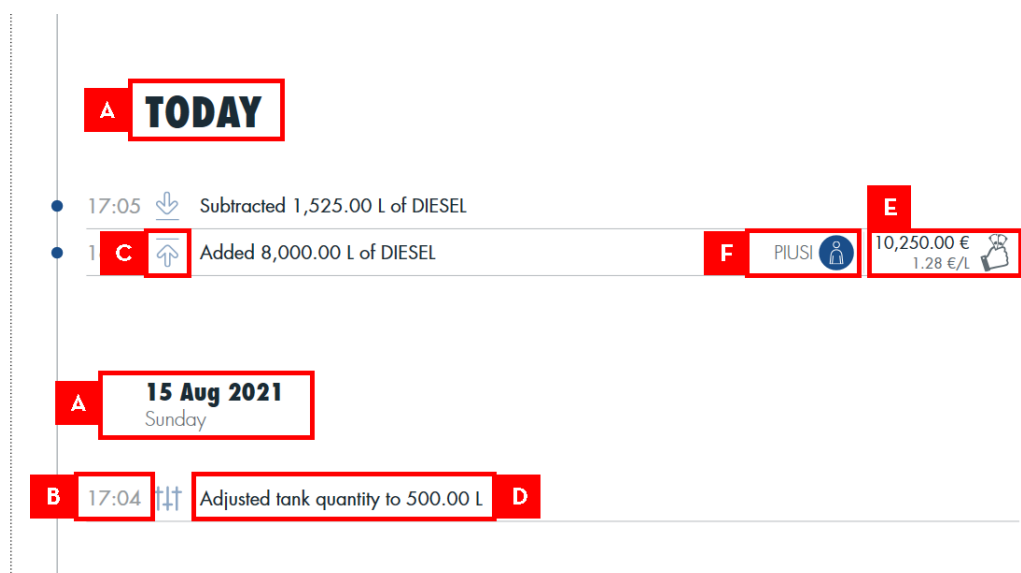
At the bottom of the interface, there is a 'Server down' warning on the left and 'Piusi S.p.a © All rights reserved' and 'PIUSI SAT' on the right.

In detail:

- A. FILTERING PANEL - Press the  button to opens the filter panel where you can filter the handling operations to be displayed by date, handling type and supplier.



B. LIST OF HANDLING OPERATIONS - List for all loading, unloading and adjustments of the fluid in the tank sorted by time. All handling operations are organised by day and ordered by date/decreasing time. Each handling is like this:



- Day
- Time - When a handling operation was performed.
- Handling type - Loading, unloading and level adjustments.
- Description of the handling operation - Brief summary of quantity and type of handled fluid.
- Total and unit price of the loaded fluid - the total price shows the purchasing price from the supplier and the total quantity of loaded fluid. The unit price is the price paid for 1 litre (or gallon) of loaded fluid; it is calculated dividing the total price for fluid purchase by the amount of loaded fluid. (data visible for product loads only). At any time you can modify the total price of the load through the following editing panel, whenever you need it:
- Initials of the supplier of the loaded fluid (data visible for product loading only).

C. ACTION BUTTONS - These include the registration buttons for a new loading, unloading and level adjustments. The following submenus allow the described operations to be performed:

Load
TANK_2

Fluid
DIESEL

Tank size (L)
9000

Current content (L)
6975.6

Quantity (L)

Supplier

Price (€) Unit Price

Invoice Code

17/08/2021 11:21 AM

DISCARD SAVE

LOAD

- Handling date
- Quantity to load
- Total price for fluid purchase
- Fluid supplier
- Purchase invoice code

Unload
TANK_2

Fluid
DIESEL

Tank size (L)
9000

Current content (L)
6975.6

Quantity (L)

17/08/2021 11:22 AM

DISCARD SAVE

UNLOAD

- Handling date
- Quantity to unload

Adjustment
TANK_2

Fluid
DIESEL

Tank size (L)
9000

Current content (L)
6975.6

Quantity (L)

17/08/2021 11:22 AM

DISCARD SAVE

ADJUSTMENT

- Handling date
- Quantity of fluid that the tank must reach.

- D. TANK PANEL - it shows the level and the economic value of the tank on the selected day. Scrolling through the filtered days, the level and the economic value of the tank change depending on the displayed day. The tank economic value is calculated depending on the unit price of the loaded fluid multiplied by the quantity of fluid, in the displayed day. See illustration.

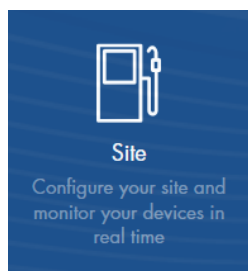


- E. EXPORT - Product handling operations can be exported (filtered according to the selected filtering) to a file:
- PDF
 - EXCEL (.xlsx)
 - TEXT (.txt) - Refer to the “EXPORT HANDLING OPERATIONS” section for details (see Chapter 9.6).

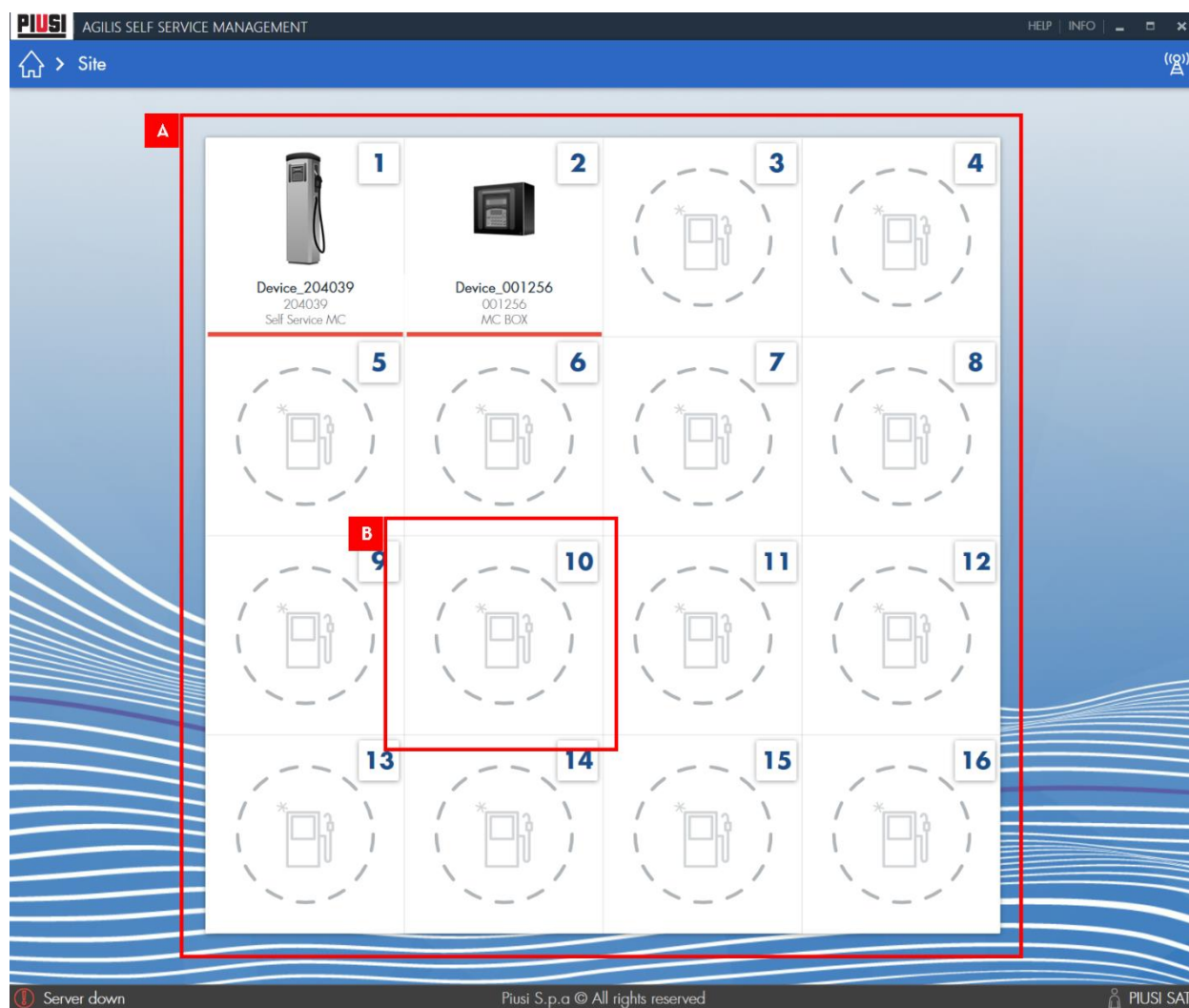
It is always possible to edit a previously entered handling operations. Starting from the handling operations list, click on the required handling operation and on the panel that appears you can change the date, time, quantity and total price (only for loading operations). Unloading operations derived from dispensing operations, on the other hand, cannot be changed.

7. SITE

7.1 PANORAMICA



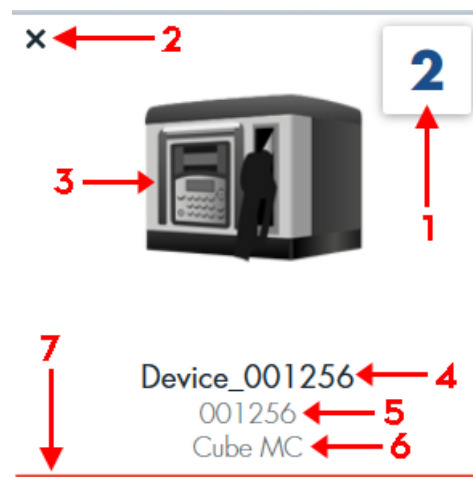
The site can be configured from the SITE section of the program, which can be accessed by pressing the menu icon shown to the side. Here you can add, modify and delete site devices and monitor the status of each Self Service station connected in real time. Up to a maximum of 16 fuel dispensers can be managed. The type of communication protocol used to dialogue with the devices is to be selected in the 'GENERAL SETTINGS' section (see chapter 10.2).



In detail:

A. FUEL DISPENSER MAP - list of the fuel dispensers added and monitored in real time. Fuel dispenser detail:

1. SLOT NUMBER
2. DELETE FUEL DISPENSER - press the button if you want to remove the device from the site.
3. IMAGE
4. NAME
5. SERIAL NUMBER
6. MODEL
7. STATUS - operating status of the device monitored.



List of statuses for type of communication:

STATUS FOR COMMUNICATION TYPE	MANAGER KEY	PW-14	PW-LAN	PW - MOBILE
ACTIVE	Management via MANAGER KEY does not envisage a direct connection between fuel dispenser and site, so its status will always be active.	Optimum communication on RS485 bus. Communication stable.	Optimum Ethernet communication. Communication stable.	Optimum mobile communication. Communication stable.
OFFLINE	-	No communication. Fuel dispenser off or PW-14 adapter removed from PC.	No communication. Fuel dispenser off, network cable disconnected or incorrect PW-LAN TCP/IP configuration.	No communication. Device is either off or PW Mobile is not reachable.
BUSY	-	Stable communication; user interacting with device.	Stable communication; user interacting with device.	Stable communication; user interacting with device.
NO COMMUNICATION 	-	-	No communication, but device accessible to the network. Device connected correctly to local network, but server cannot communicate with device controller. Check RS485 wiring.	Communication with panel absent but PW-MOBILE reachable on the network. The server cannot communicate with the device control unit, check RS485 wiring.

B. S EMPTY SLOT - press the slot to add a new fuel dispenser for monitoring. Indicate:

1. NAME - name chosen by user to identify the device.
2. SERIAL NUMBER - unique device identifier.
3. MODEL
- C. TANK - For associating a tank to the fuel dispenser. A tank can be associated to more than one fuel dispenser. Go to "TANKS" to create a new tank (see Chapter 6). Assigning of a tank to a device is not mandatory.

Add new dispenser

Device Name

S/N

Dispenser type
MC-BOX

Tank
None

DISCARD SAVE

WARNING:

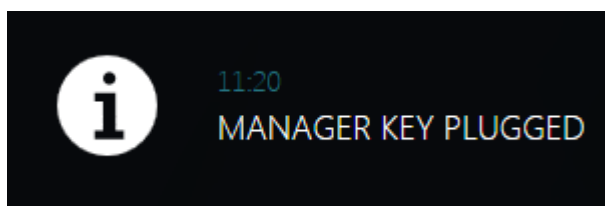
The type of communication used to download data from the fuel dispensers is a global setting and must be indicated in the 'GENERAL SETTINGS' section (see chapter 10.2).

7.2 DOWNLOADING DATA FROM MANAGER KEY

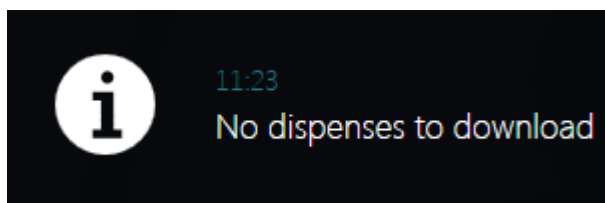
Before proceeding to download the data, ensure that you have registered the MANAGER KEY on each fuel dispenser (see 'Self Service' user manual), added each fuel dispenser in the software (see chapter 7) and configured the software to operate with 'MANAGER KEY' communication type (see chapter 10.2).

To download the data on the MANAGER KEY, place the key in the key reader and wait for it to be recognised by the software.

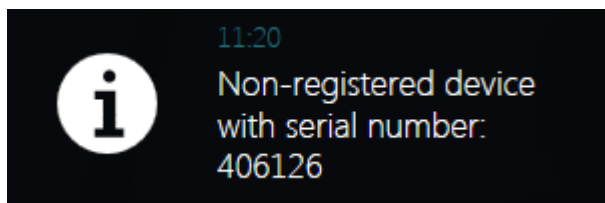
Possible statuses:



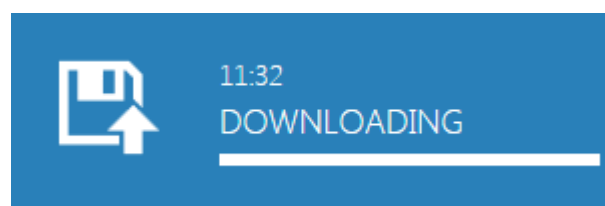
Key connected and recognised.



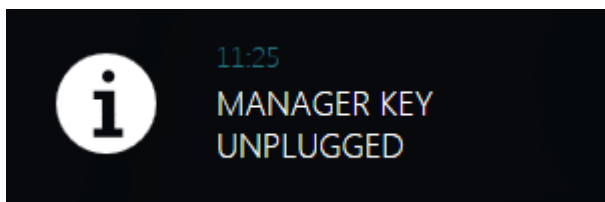
No data to download.



Key recognised but the data contained does not refer to any device registered in the site. The fuel dispenser must be added to the site (see chapter 7.1).



Key data downloading. The dispensing operations stored in the key are being downloaded. Leave the key inserted in the reader throughout the process.




Key unplugged.

WARNING:

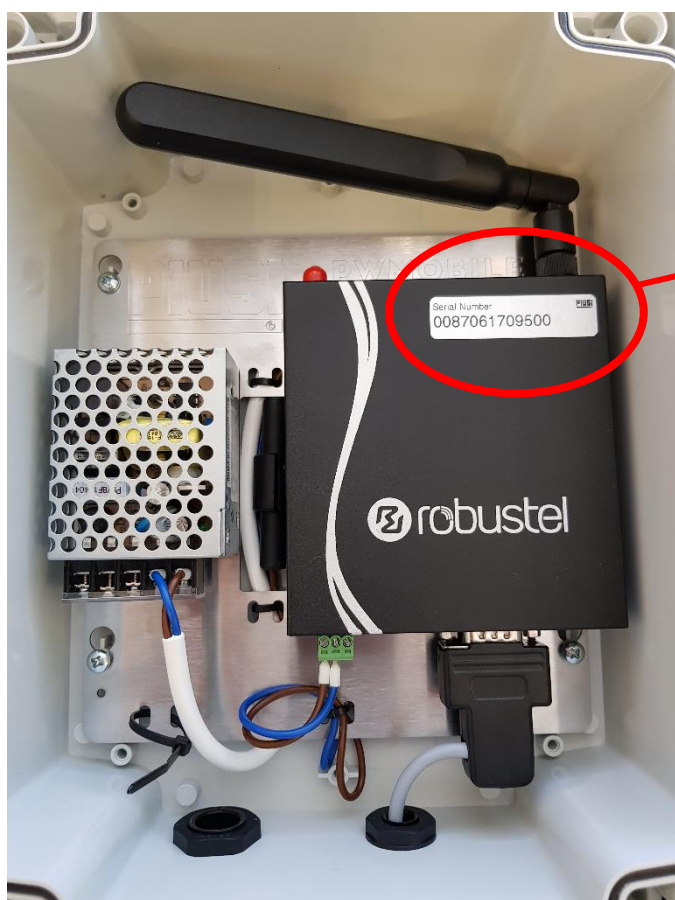
To download the data from the key, the Agilis SELF SERVICE MANAGEMENT software must be running and the key reader must be connected to the PC.


7.3 ADDING A NEW PW MOBILE

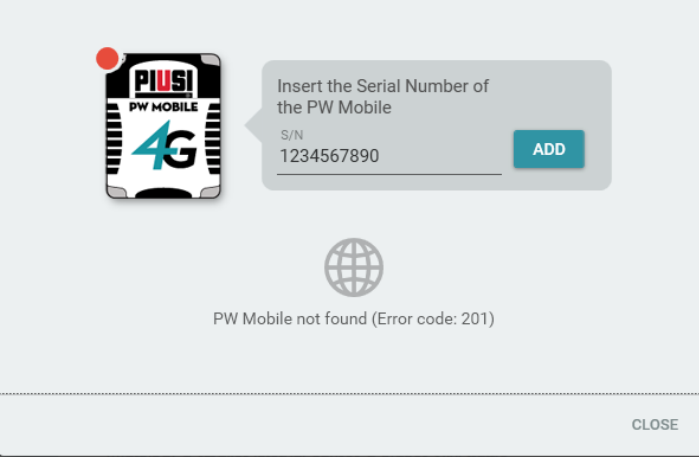
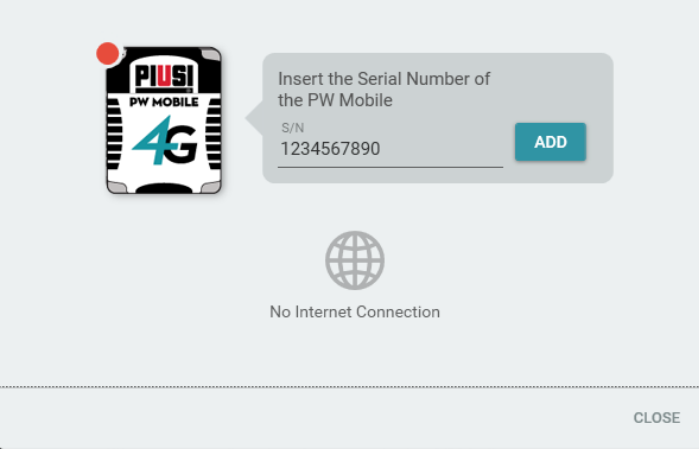

To add a new PW Mobile to the site, the device must first be configured through the dedicated “PW Mobile configurator” software (for further information, consult the configuration manual: “PW Mobile installation and use”). Once configured correctly, proceed with adding the new PW MOBILE from the 'General settings'->'Communication type' section (see chapter 10.2), select 'PW MOBILE' as the communication type and press the button  .

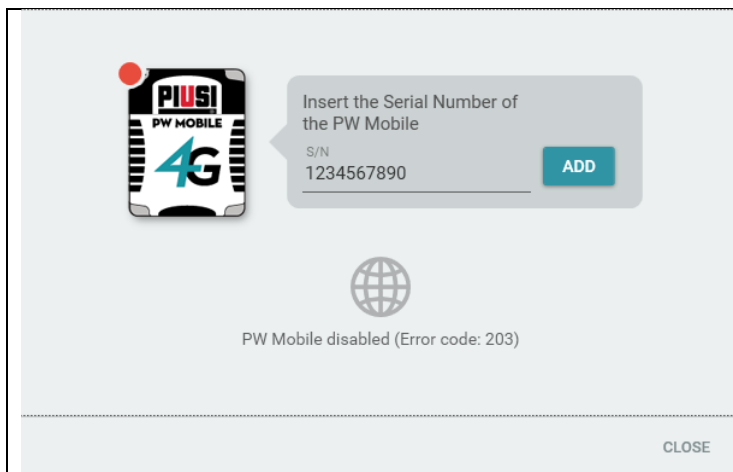
In the interface that appears, indicate:

- **Serial number** - unique numerical code of the device. Enter the code shown on the label attached to the side of the device. See image:

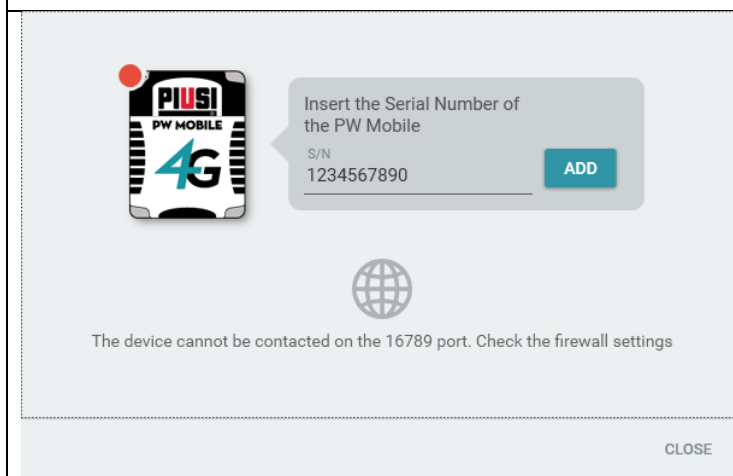


Press the  button and wait for the end of the serial code validation process, which may end in one of the following situations:

Situation	Description
	<p>PW Mobile serial number does not exist. Enter a valid serial number.</p>
	<p><i>Impossible to verify the validity of the serial number entered. Check that the PC is connected correctly to the internet.</i></p>
	<p>The PW Mobile serial number is valid but the device has not been configured. Follow the configuration procedure indicated in the “PW Mobile installation and use” manual.</p>

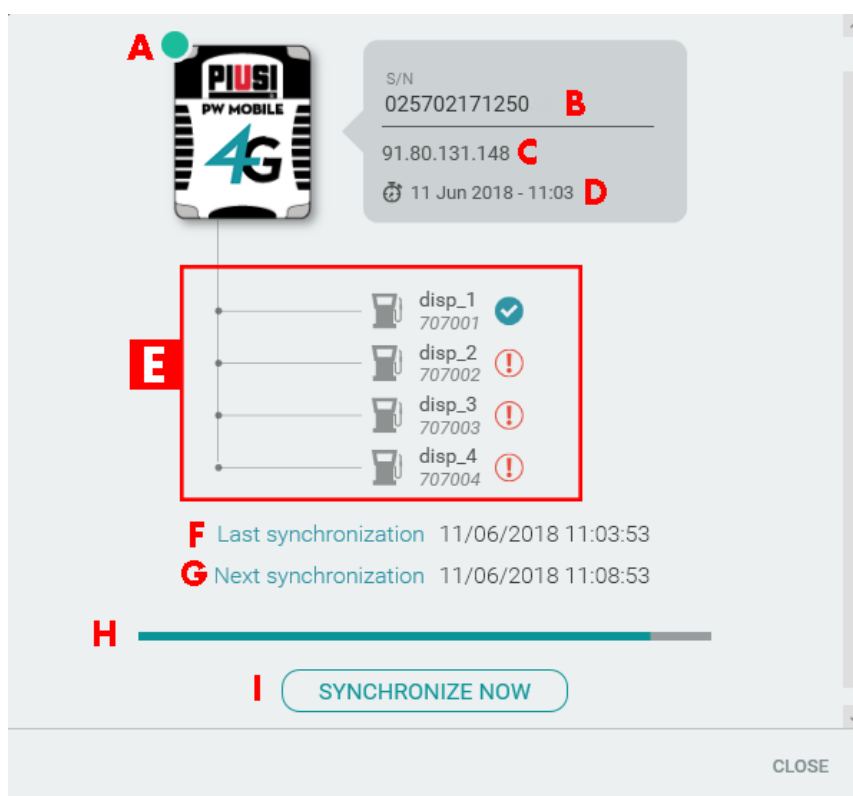


The PW Mobile serial number is valid but the device has been disabled. Contact support.



Communication is not possible on TCP port 16789. Check your firewall settings.

Detail of a PW Mobile added correctly to the site:



A. **Operating status** – status of communication to PW Mobile; possible statuses:

Colour code	Description
	Optimal communication. The device is properly connected to the network and communication is stable.
	No communication. Possible causes: <ul style="list-style-type: none"> • The PW Mobile is off. • The PW Mobile is in an area with poor mobile network reception. • The SIM in the PW Mobile has used up its data traffic. • The PC is not connected to the internet. • Communication is not possible on TCP port 16789 (check the firewall).
	Device disabled. Possible cases:

		<ul style="list-style-type: none"> • The PW Mobile has been registered at another site. Remove the device from the current site and repeat the add procedure. If the problem persists, contact support.
		<ul style="list-style-type: none"> • The PW Mobile has been disabled; using the device is impossible. Contact support to proceed with reactivation.

B. **Serial number** - unique code identifying the PW Mobile. To replace the PW Mobile, write the new code in the appropriate field and press the button

S/N	1234567890	UPDATE
-----	------------	---------------

- C. **IP address** - last valid IP address assigned to the PW Mobile.
- D. **Date of last connection** - date on which the last connection was made to the PW Mobile.
- E. **Devices connected** - list of devices detected, with icon at the side representing the outcome of the last synchronisation:
 - - synchronisation failed.
 - - synchronisation successful.
- F. **Date and outcome of last synchronisation** - the date/time at which the last data synchronisation took place.
- G. **Next synchronisation date** - the date/time at which the next data synchronisation will take place (depends on the update interval chosen in the General Configurations section; see chapter 10.2). If a choice was made to manage the site 'Only on request', no date is shown.
- H. **Synchronisation status** - the synchronisation procedure has different statuses:
 - The waiting time is displayed (through a progress bar) before the next automatic synchronisation (synchronisation can always be forced by pressing the 'SYNCH NOW')

button). The waiting time (PW Mobile update interval) must be configured from the 'General Configurations' section (See chapter 10.2).

- Data synchronisation with the fuel dispenser is in progress. Wait for the end of the process so that all the modifications are applied. The final outcome of the synchronisation is represented with an icon next to the last synchronisation date.
- I. **'SYNCH NOW' button** – allows forced data synchronisation (loading or downloading) with the fuel dispenser without waiting for the next synchronisation date or, if necessary, manual synchronisation procedure management (See 'Only on request' management).

IMPORTANT:

- *You need a stable internet connection on your PC to add a new PW Mobile.*
- *It is possible to manage only one PW MOBILE at a time with a maximum of 16 connected columns.*

8. REPORT

8.1 OVERVIEW



The REPORT section, which can be accessed by pressing the menu icon shown to the side, is the area where you can display and export the dispensing reports.

PIUSI AGILIS SELF SERVICE MANAGEMENT HELP | INFO

Report

B

Total amount dispensed from 14 May 2020 to 17 Aug 2021:
105,573.78 Liters

Year	Total Liters
2020	93,200
2021	52,786.89

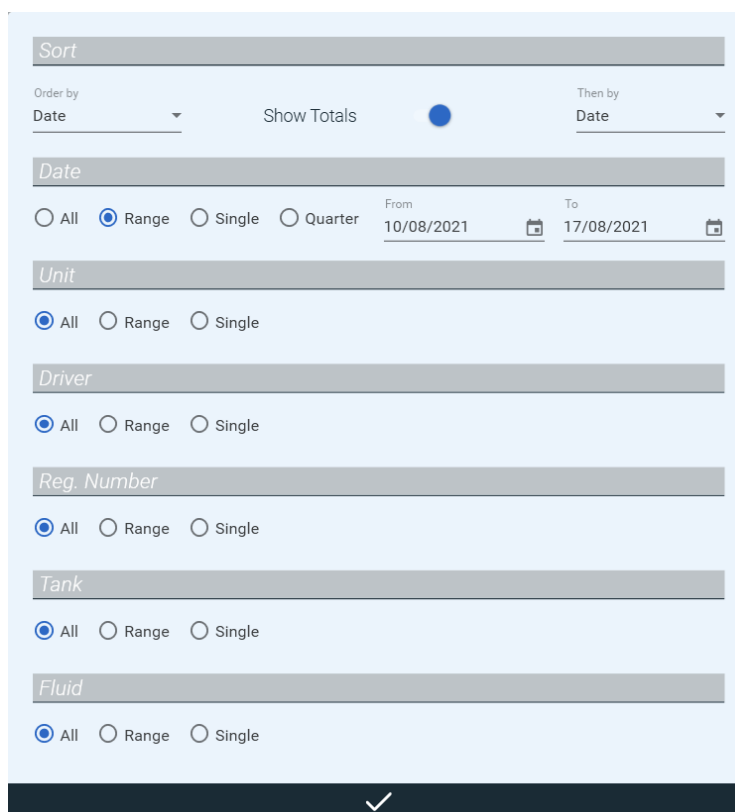
A **C** **D** PDF XLSX TXT

								Total Liters	83.75
2 FEB 2021									
Hour	Unit	2	Tank	Fluid	Driver	Reg. Number	Odometer		
10:30	Device_001...	-	-	-	HENN		0 Km	18.00 L	
Hour	Unit	2	Tank	Fluid	Driver	Reg. Number	Odometer		
10:05	Device_001...	-	-	-	DH9.878BSV		0 Km	43.32 L	
Hour	Unit	2	Tank	Fluid	Driver	Reg. Number	Odometer		
05:49	Device_001...	-	-	-	MATI		0 Km	22.43 L	
1 FEB 2021									
Hour	Unit	2	Tank	Fluid	Driver	Reg. Number	Odometer		
12:30	Device_001...	-	-	-	HEIKI		0 Km	0.01 L	
Hour	Unit	2	Tank	Fluid	Driver	Reg. Number	Odometer		
11:31	Device_001...	-	-	-	GERT		0 Km	19.96 L	
Hour	Unit	2	Tank	Fluid	Driver	Reg. Number	Odometer		
11:18	Device_001...	-	-	-	GERT		0 Km	18.86 L	
Hour	Unit	2	Tank	Fluid	Driver	Reg. Number	Odometer		
10:02	Device_001...	-	-	-	DB1.876BSV		0 Km	30.05 L	
Hour	Unit	2	Tank	Fluid	Driver	Reg. Number	Odometer		
08:49	Device_001...	-	-	-	DH10879BSV		0 Km	74.06 L	
29 JAN 2021									
Hour	Unit	2	Tank	Fluid	Driver	Reg. Number	Odometer		
17:17	Device_001...	-	-	-	O44TMT		0 Km	60.88 L	
Hour	Unit	2	Tank	Fluid	Driver	Reg. Number	Odometer		
13:38	Device_001...	-	-	-	DB3.592BST		0 Km	45.05 L	
Hour	Unit	2	Tank	Fluid	Driver	Reg. Number	Odometer		
12:59	Device_001...	-	-	-	HENN		0 Km	21.15 L	
Hour	Unit	2	Tank	Fluid	Driver	Reg. Number	Odometer		
10:12	Device_001...	-	-	-	DB2.591BST		0 Km	36.57 L	
Hour	Unit	2	Tank	Fluid	Driver	Reg. Number	Odometer		
08:26	Device_001...	-	-	-	HENN		0 Km	17.71 L	

Server down Piusi S.p.a © All rights reserved PIUSI SAT

In detail:

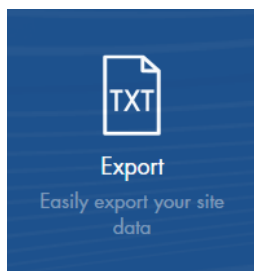
A. FILTERS - dispensing filtering panel.



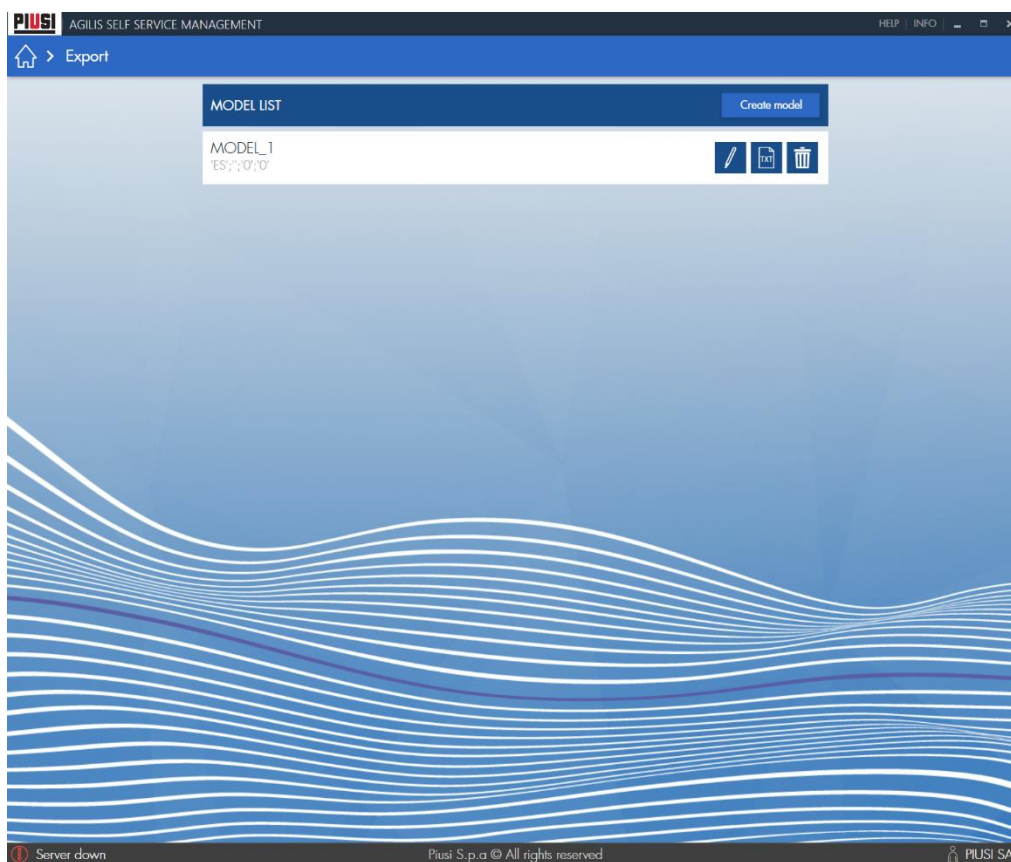
- SORTING – dispensing operations can be ordered in two different ways and grouped (according to the first sort criterion) by enabling the ‘Show Totals’ option.
 - FILTERING – dispensing operations can be filtered by DATE, UNIT (fuel dispenser), DRIVER, REGISTRATION DATE (number).
- B. CHART - bar chart representing the amount of product dispensed in the selected temporal range, divided by applied filters and sorted according to the chosen option (the sort type is shown on the x axis). The horizontal line represents the average amount of product in the selected temporal range taking into account filtering, if present.
- C. DISPENSING TABLE - list of the filtered and grouped dispensing operations. Dispensing operations to be displayed are not shown together, but are loaded upon request, as you scroll down the list.
- D. EXPORT to FILE – export of the displayed dispensing operations, to a file. Exporting to PDF, EXCEL spreadsheet and TXT text file is supported. The export includes dispensing operations grouped and filtered according to the grouping and filtering selected by the user.

9. EXPORTING

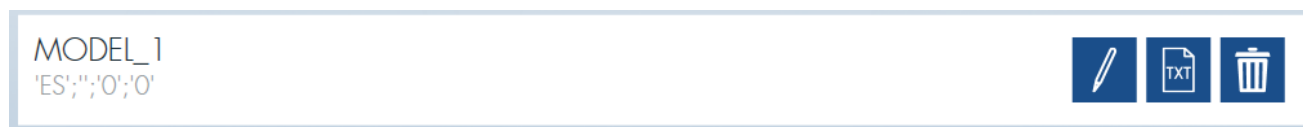
9.1 OVERVIEW



This section is used to configure customised models for exporting dispensing data. The section contains a list of the created models.



The name given to the model and a preview of a possible line in the file are shown for each line. Use the buttons on the right to edit, generate the export and delete the model from the list.



9.2. CREATING A NEW MODEL

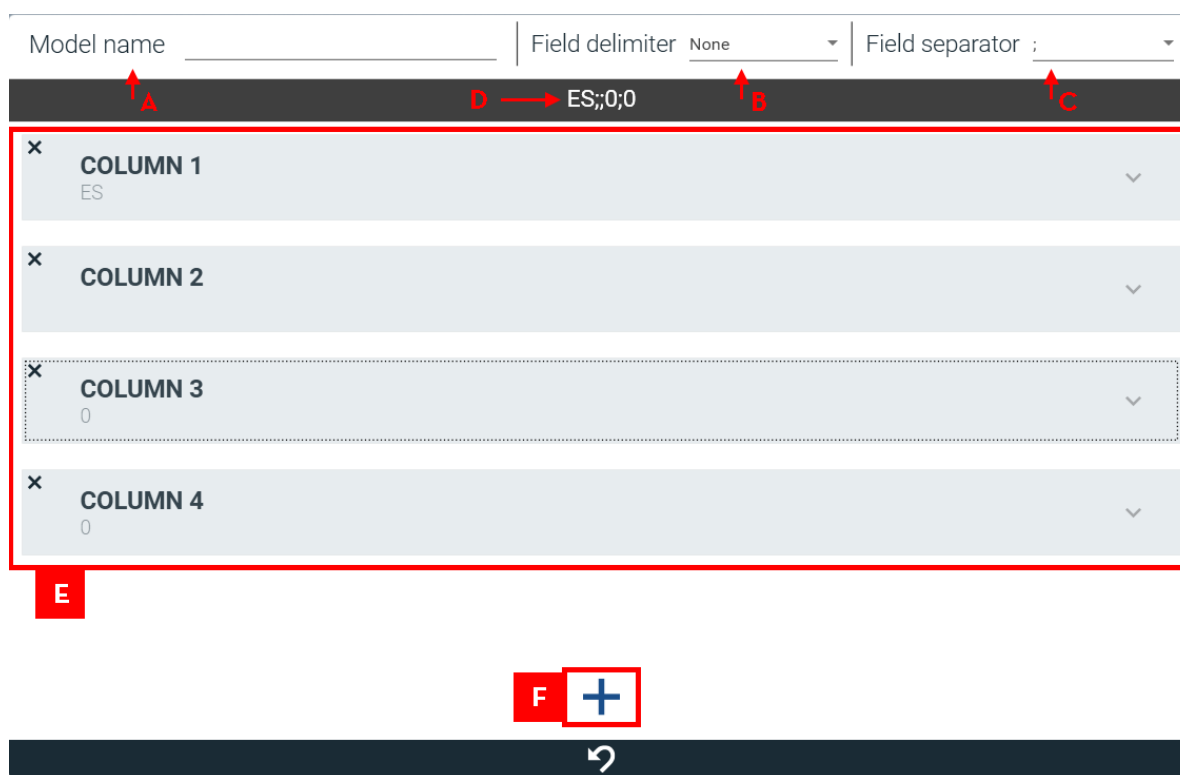
Press the "Create Model" button to create a new model.



A drop-down list opens, allowing you to choose a model to start from:

- **Empty Model** - Basic non-configured model.
- **Gasoleo_v1** - Vehicle mileage export model (see Chapter 9.5).
- **Gasoleo_v2** - Export model for quarterly unloading operations (see Chapter 9.6).
- **Gasoleo_v3** - Export model for monthly unloading operations (see Chapter 9.6).

The export model configuration screen opens after selecting the model.




- Model Name** - Name for identifying the model (when exporting, it will also be the name the file will have).
- Field Delimiter** - This is the character that identifies the beginning and end of a field.
- Field Separator** - This is the character that separates fields from each other.
- Preview** - This shows how a line of the file is formed.
- List of columns to be exported;
- Button for adding a new column to the model;

9.3 CREATING A NEW COLUMN IN THE MODEL

A column consists of a customised set of one or more fields.

The total value of the column is given by the concatenation of the values of its component fields.

After creating a column, press the  button to add a new field.

A field can be of three different types:

- **Database:** This takes the value of a column of your choice from a database table.
Available tables:
 - Dispensing operations
 - Fluids
 - Tanks
 - Fuel dispensers

The screenshot shows a dialog box with a close button (X) in the top left. It has three tabs: 'Database' (selected), 'Static', and 'Progressive'. Under 'Field source', the 'Database' tab is active. Below it, 'Object' is set to 'DISPENSES' and 'Value' is set to 'Date'. There is an 'Advanced options' section with a downward arrow.

- **Static:** Constant value

The screenshot shows a dialog box with a close button (X) in the top left. It has three tabs: 'Database', 'Static' (selected), and 'Progressive'. The 'Static' tab is active, and the 'Value' field is empty. There is an 'Advanced options' section with a downward arrow.

- **Progressive:** Numeric value that increases at each line the exported file.

The screenshot shows a dialog box with a close button (X) in the top left. It has three tabs: 'Database', 'Static', and 'Progressive' (selected). The 'Progressive' tab is active. There is an 'Advanced options' section with a downward arrow.

An advanced option is provided to define the starting value of the count for progressive fields.

A number of advanced configurations can also be applied to each field type:

- **Date and Time Formatting** - This can only be applied to date type database fields. For this type of field, it is possible to decide on the format.

✕

	Database	Static	Progressive
Field source			
Object	DISPENSES ▼		
Value	Date ▼		
Advanced options ^			
View	Date and Time ▼		
Time Format	DD-MM-YYYY ▼		
Date Format	HH:mm (24) ▼		
Aggregation	None ▼		

- **Numeric Field Formatting** - This can only be applied to number type database fields. You can decide whether the formatting of the field is done automatically or manually. If you decide to set it manually, you will be prompted to enter the number of digits of the integer and decimal part. In addition, it is possible to decide the type of separator to be used (dot or comma).

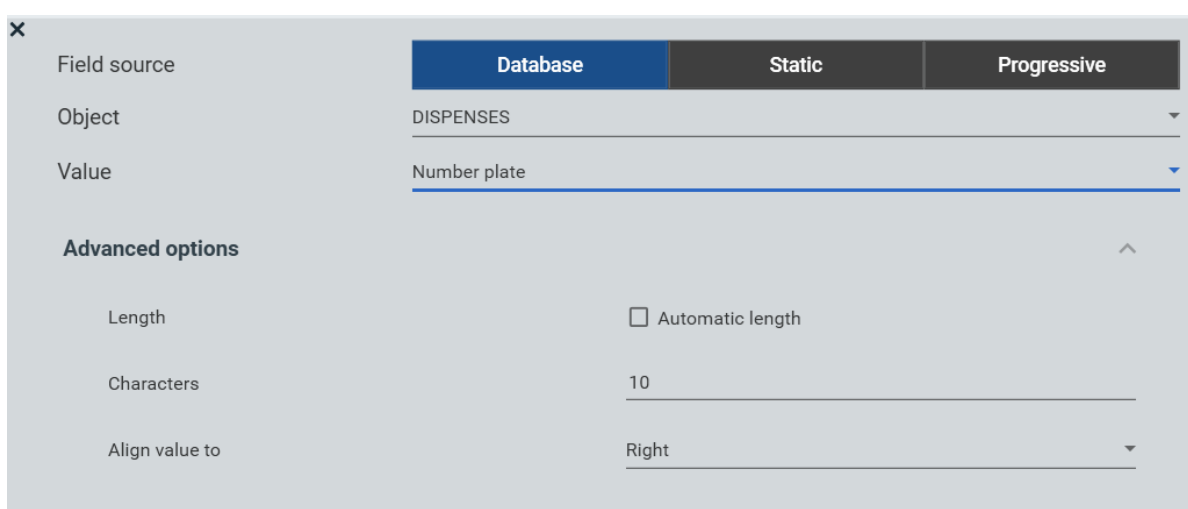
✕

	Database	Static	Progressive
Field source			
Object	DISPENSES ▼		
Value	Quantity ▼		
Advanced options ^			
Format	<input checked="" type="checkbox"/> Automatic formatting		
Decimal Separator	Dot ▼		
Aggregation	None ▼		

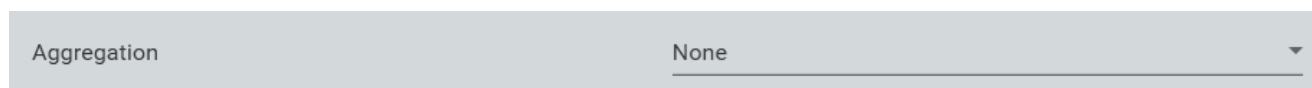
- **Text Field Formatting** - This can only be applied to text type or static and progressive database fields.

It is possible to decide whether the formatting of the field is to be done automatically or manually. If you decide to set up manual formatting, you will be asked to define:

- **Maximum Length of Characters** - The number of characters with which to represent the selected field.
- **Alignment (left or right)** - If the number of characters in the selected field is lower than the maximum number of characters defined to represent it, the excess space will be filled with the space character (in the case of a string type field) or the zero character (in the case of a numeric type field)



Grouping



You can select to export the value of a column of a univocal type (driver's name, vehicle registration number, dispenser name, etc.) to create a grouping for that value.

Caution:

- Only one univocal field can be grouped for each model.
- A badly file may be generated if the grouping is enabled for one field and an aggregation type is not selected or the wrong grouping type is chosen for the other fields.


If grouping is enabled for non-univocal fields (of database type), a new option appears allowing you to set the type of aggregation to be applied to that field.

The possible options for aggregation are:

- No aggregation
- Minimum value of the given field (MIN)
- Maximum value (MAX)
- Counting of items in the database
- Sum of all elements
- Average value of the elements.

9.4 EXPORTING THE FILE



From the model in the list, press the  button to open the export window, which allows you to decide where to export the file and how to filter the selected data from the model. (The name of the exported file will be the same as the model name).

The screenshot shows an export configuration window with the following sections:

- Export path:** C:\
- Date:**
 - Radio buttons: All, Range, Single, Quarter
 - From: 10/08/2021
 - To: 17/08/2021
- Tank:**
 - Radio buttons: All, Range, Single
- Fluid:**
 - Radio buttons: All, Range, Single
- Unit:**
 - Radio buttons: All, Range, Single
- Driver:**
 - Radio buttons: All, Range, Single
- Reg. Number:**
 - Radio buttons: All, Range, Single

At the bottom, there are two buttons: a circular arrow (refresh) and a checkmark (confirm).

Press the  button to generate the file.

Caution

- The generated file will be text only (.txt) and not comply with any formatting standards (see .csv file).

9.5 EXPORTING THE VEHICLE MILEAGE DECLARATION (GASOLEO).

9.5.1 CREATING AND CONFIGURING THE MODEL

Press  and select 'Gasoleo_v1' as the model.

A pre-configured model is opened according to the following standard:

'ES';'VEHICULO';'10000';'20500'


- **COLUMN 1:** 'ES' - Country code.
- **COLUMN 2:** 'VEHICULO' - registration plate
- **COLUMN 3:** '10000' - The lowest value of the odometer recorded for the vehicle in the selected export period.
- **COLUMN 4:** '20500' - the highest value of the odometer recorded for the vehicle in the selected export period.

After entering a name to recognise the model, press the  button to save it.

9.5.2 EXPORTING THE MODEL

Click on the  button on the row corresponding to the newly created model.

Proceed as follows to generate the file correctly:

1. Select the save path.
2. Filter by time "Interval" and select 1 January as the start date and 31 December of the same year as the end date (user's choice).
3. (optional) Filter by Reg. Number or by Driver if you want to export the declaration of a single vehicle or a vehicle driven by a specific driver.
4. Press the  button to confirm and generate the file.

9.6 EXPORTING THE UNLOADING OPERATION DECLARATION (GASOLEO).

9.6.1 CREATING AND CONFIGURING THE MODEL

Press  and select as initial model:


- "Gasoleo_v2" if you want to export tracking by quarter.
- "Gasoleo_v3" if you want to export tracking by month.

A pre-configured model is opened according to the following standard:

'15T10028GPOO1Z000150';'ES00028GPOO1Z';'20070101';'0934';'1234DPP';'000';'125.34'

- **COLUMN 1:** *'15T10028GPOO1Z000150'* - Univocal code linked to the dispensing operation. This is generated according to the following convention:
 - **FIELD 1:** *15* - Last two digits of the year of the handling operation
 - **FIELD 2:**
 - T1* - Quarter of the handling operation (if quarterly tracking is chosen)
 - or
 - 01* - Month of the handling operation (if monthly tracking is chosen)
 - **FIELD 3:** *0028GPOO1Z* - Last 10 characters of the CAE of the site owner..
 - **FIELD 4:** *000150* - Unique progressive number linked to handling operation
- **COLUMN 2:** *ES00028GPOO1Z* - CAE code of the site owner. The field is formatted 13 characters.
- **COLUMN 3:** *20070101* - Identifier of the day on which the handling operation was performed. The field is formatted as follows: yyyyMMdd
- **COLUMN 4:** *0934* - Identifier of the hour and minute when the handling operation was performed. The field is formatted as follows: HHmm
- **COLUMN 5:** *1234DPP* - Number plate of the vehicle to which the dispensing operation is linked. The field is formatted to 21 characters.
- **COLUMN 6:** *000* - Reference to the type of fluid supplied.. The value indicates the percentage of biodiesel in the fluid. The field is formatted with 3 digits.
- **COLUMN 7:** *125.34* - Dispensed amount.

Edit the model as follows:


1. Assign a name to the model.
2. In **FIELD 3** of **COLUMN 1** (the only static field) enter the last 10 digits of the CAE of the site owner.
3. In the static field of **COLUMN 2** enter the CAE code of the site owner;
4. Press the  button to save and close.

9.6.2 CREATING AND CONFIGURING THE MODEL



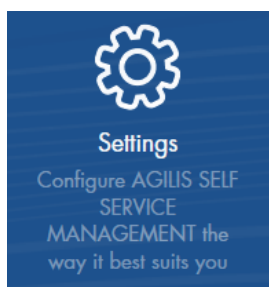
Click on the  button on the row corresponding to the newly created model.

Proceed as follows to generate the file correctly:


1. Select the save path.
2. Filter by the “quarter” of the desired year if you are exporting with the quarterly layout, otherwise the month if you are exporting with the monthly layout;
3. (optional) Filter by Reg. Number or by Driver if you want to export the declaration of a single vehicle or a vehicle driven by a specific driver.
4. Press the  button to confirm and generate the file.


10. SETTINGS


10.1 OVERVIEW





The SETTINGS section can be accessed by pressing the menu icon shown to the side. This is the area where site settings are managed. From here you can configure the operation of the software, perform software user administration activity, schedule database backup, manage site owner details and migrate the data from the old versions of the database.


- 

General
Choose the language, unit of measurements, user preferences
- 

Site Owner
Who is the owner of the site
- 

Users
Add and manage the users who can login to AGILIS SELF SERVICE MANAGEMENT
- 

Backup
Where and when your data will be saved
- 

Data migration
Import data from older versions of SELF SERVICE MANAGEMENT
- 

Dispensing operation automatic export
Automatically export dispensing operations to a customised folder

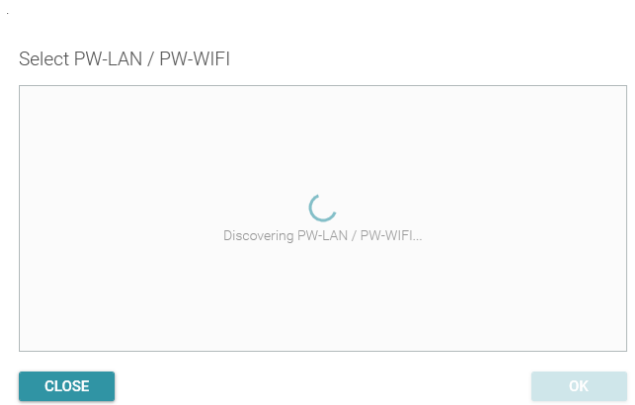
10.2 CONFIGURAZIONI GENERALI

A	Language	Choose a language	English
B	Measurement Unit	Dispense	Liters
		Odometer	Km
Data format			
C	Time Format		24 Hours
D	Decimal Separator		Dot
E	Currency		EUR - Euro
Communication			
F	Communication type		PW Mobile
	PW Mobile update interval Warning: a smaller interval causes a higher SIM traffic		15 minutes
ADD			
Preferences			
G	Optimize performances The optimization reduces the client's animations		<input type="checkbox"/>
	Receive notifications Notifications help you understand when files are exported or dispenses are saved		<input checked="" type="checkbox"/>
H	PIUSI news Keep updated on the world of PIUSI products		<input checked="" type="checkbox"/>

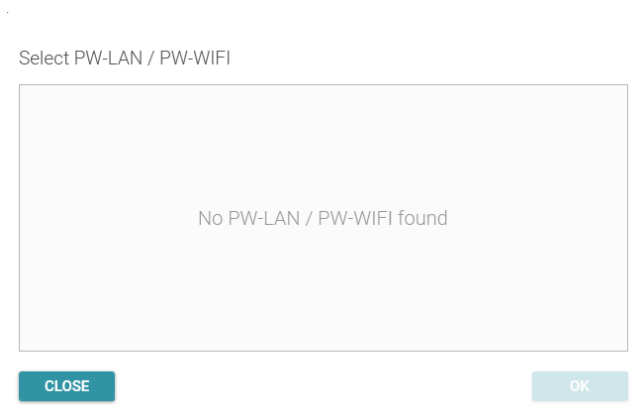
In details:

- A. LANGUAGE - software language selection.
- B. UNITS OF MEASUREMENT - units of measurement selection:
 1. Unit of measurement for dispensing - defines the unit of measurement for displaying the quantity of fluid dispensed by the fuel dispensers (litres or gallons).
 2. Unit of measurement for odometer - defines the unit of measurement for displaying the odometer of the vehicles registered for dispensing.
- C. HOUR FORMAT - format in which you wish to display the dispensing operation time (24/12-hour format).
- D. DECIMAL SEPARATOR - preference for displaying the fractional part (dot or comma).
- E. CURRENCY - Defines the currency for the prices of the handling operations. Caution: No currency conversion is made on the prices if this setting is changed.
- F. COMMUNICATION TYPE - choice of communication type to use for dialogue with the site's fuel dispensers. This setting determines the desired method for downloading the data from the fuel dispensers. Three different methods of communication can be chosen:

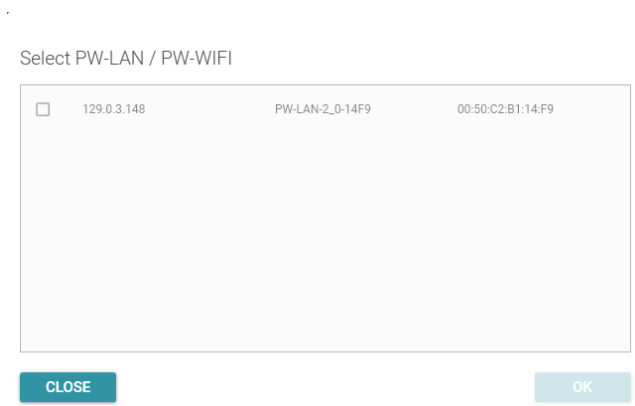
- Via PW-14 adapter - the fuel dispensers are connected to the PC via PW-14 adapter.
- Via network with a PW-LAN / PW-WIFI - the fuel dispensers are connected to the PC via TCP/IP network. To guarantee correct communication, search for and select the PW-LAN / PW-WIFI connected to the network through the dedicated 'discovery' procedure. Press the 'SCAN' button to start the procedure. Subsequently:



The process is scanning the network for connected PW-LANs or PW-WIFIs.



No PW-LAN or PW-WIFI has been found in the network.



PW-LANs or PW-WIFIs have been found. Select the correct PW-LAN or PW-WIFI and press 'OK' to confirm.

- Using a MANAGER KEY - the fuel dispensers are not connected to the PC; dispensing data is downloaded via key. (See chapter 7.2)
- Via mobile network with a PW-MOBILE - the dispensers are connected to the Internet network via PW-MOBILE. They are interrogated cyclically at selectable time intervals (5,10,15 minutes) minutes, with the possibility of managing synchronization manually, setting the configuration to 'On demand only'. If you choose to manage the columns in 'On-demand only' mode, you must synchronize each device manually (See chapter 7.3).

PW Mobile update interval

Warning: a smaller interval causes a higher SIM traffic

5 minutes

● PW Mobile 025702171250

MANAGE

- G. PREFERENCES - includes general preferences that do not influence site management, such as: performance optimisation that eliminates any software animation and the option to receive software notifications.
- H. RECEIVE NEWS FROM PIUSI - This activates/deactivates the reception of advertising content from PIUSI while using the software.

All settings except unit of measurement for dispensing, unit of measurement for odometer, decimal separator and communication type are personal for the connected user. Therefore each user can set configurations as preferred.

IMPORTANT:

- *Pay great attention in choosing the PW Mobile update time interval: choosing a short synchronisation interval (5 minutes) means a considerable increase in the data traffic generated in the time frame. Check the quantity of data traffic available for your SIM before choosing the most appropriate timing. If constant automatic synchronisation over time is not required, it is advisable to manage synchronisation with the devices in 'Only on request mode', in order to have management with greater control over the traffic generated.*

10.3 SITE OWNER DATA

Site Owner

Business Name

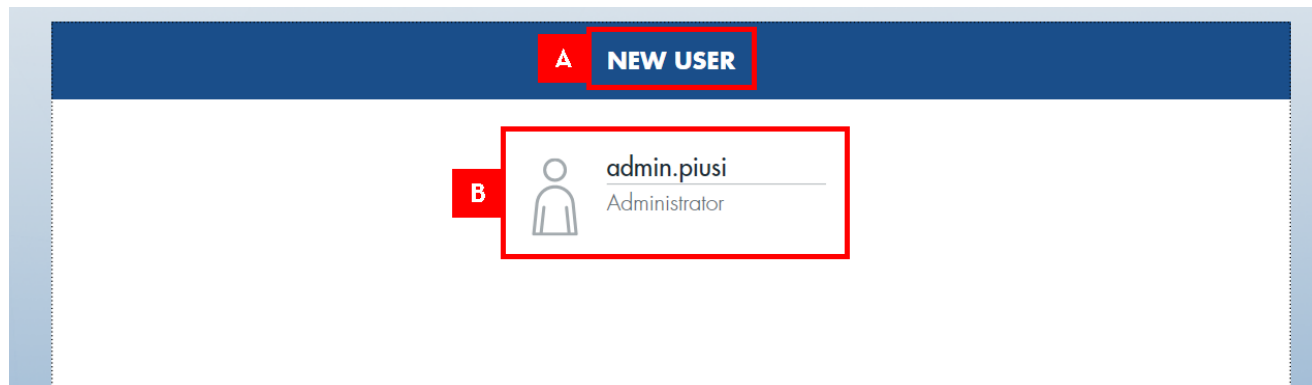
Address

Tax Code/SSN

CAE

Data can be stored on the site owner.

10.4 USER DATA MANAGEMENT



In details:

- A. NEW USER - press this button to access the panel for adding a new user in the system. The panel is below:

The form is on a dark blue background. It features a user icon in the top left corner. The form fields are: 'Username' (text input), 'Password' (password input), 'Confirm Password' (password input), and 'ACL' (dropdown menu). At the bottom, there is a back arrow icon on the left and a checkmark icon on the right.

For entering username, password and selecting the privilege level of the user, between ADMINISTRATOR and VIEWER (see chapter 10.4.1). The username (minimum length 6 characters) and password (minimum length 8 characters) must be no longer than 15 characters.

- B. USER LIST - list of users with access to the site. Each user is described by a summary panel showing the username and privilege level.

When the user has been added, their characteristics can be modified by accessing their panel. See image below:

The screenshot shows a user management interface for 'admin.piusi' with the role of 'Administrator'. The interface includes a header with a user icon, a lock icon, and a trash icon. The main form has four fields: 'Username' with the value 'admin.piusi', 'Password' and 'Confirm Password' both masked with dots, and 'ACL' with a dropdown menu set to 'Administrator'. At the bottom of the form are a refresh icon and a checkmark icon.

The following actions can be performed in the panel:

- Editing user data, username, password and privileges.
- Removing the selected user, who won't be able to access the software any longer.
- Disabling authentication for the user, who won't be able to access the software until and administrator re-enables him/her.
- Forcing a connected user logout, immediately closing the session.

WARNING:

It is not possible to delete all users of the site. At least one administrator must always be present in the site. Only users with an ADMINISTRATOR privilege level can delete other users.

10.4.1 USER PRIVILEGE LEVELS

Software functions can be limited according to the privilege level of the users. The type of users are as follows:

- Administrator
- Viewer

ACTION	ADMINISTRATOR	VIEWER
Add new fuel dispensers	YES	NO
Modify/delete fuel dispensers	YES	NO
Add / Edit / Remove tanks	YES	NO
Add / Edit / Remove suppliers	YES	NO
Make level adjustments on the tank	YES	NO
Load the tank	YES	NO
Unload the tank	YES	NO
Export handling operations to txt file (for the tax agency)	YES	YES
Add / Edit / Remove products	YES	NO
Scaricare dati da MANGER KEY	YES	NO
Vedere/Esportare report erogazioni	YES	YES
Modificare configurazioni	YES	YES
Modificare configurazione backup	YES	NO
Aggiornare il software	YES	NO

10.5 DATABASE BACKUP CONFIGURATION

A	Status	
	Enable backup <input checked="" type="checkbox"/>	
	Last Backup	2 Feb 2021 - 12:33
B	Routine	
	Backup frequency	Daily ▾
	Hour	12:00 ▾
C	Backup position	
	Backup position	E:\PIUSI_SSMAGILIS\PIUSI_SSMAGILIS_DB\BACKUP

In details:

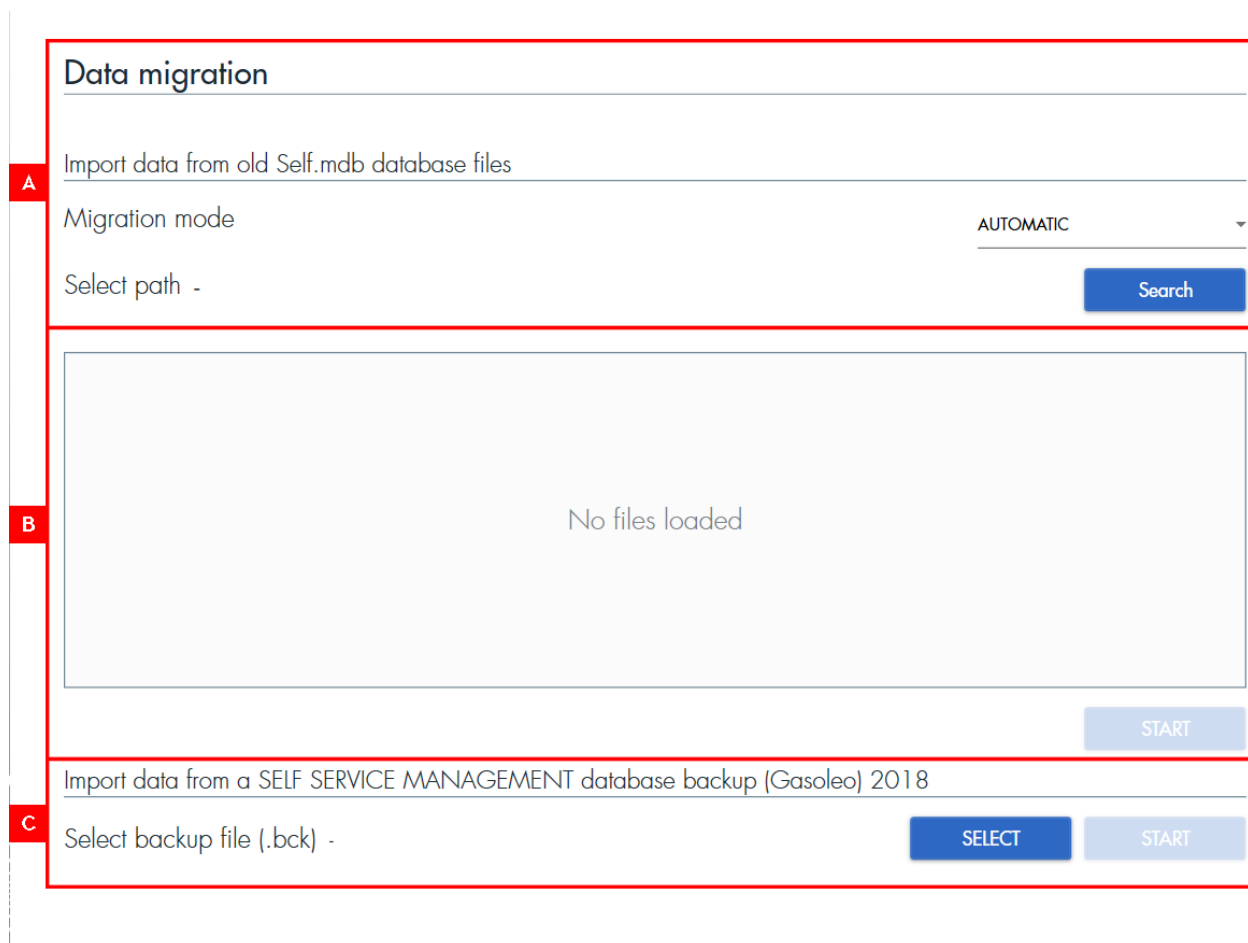
- A. ENABLE/DISABLE BACKUP - you can enable and disable the backup automatic procedure for the database. The procedure is always enabled by default. The date of the last backup made is always displayed. It is recommended to keep this function always active.
- B. BACKUP ROUTINE - indicate the frequency for the database backup:
either Daily - one backup a day at the indicated time
or Weekly - one backup a week on the indicated day
- C. BACKUP POSITION - shows the path where the performed backups are saved. The path cannot be edited. The backup folder is created during the installation. The preset path is:
C:\PIUSI_SSMAGILIS\PIUSI_SSMAGILIS_DB\BACKUP

The latest backup performed is always available, including the latest 5. The format of the “.bck” files is as follows: ssm_bck_yyyymmdd_hhmmss.bck where ‘yyyy’ indicates the year, ‘mm’ the month, ‘dd’ the day, ‘hh’ the hour, ‘mm’ the minutes and ‘ss’ the seconds when the backup was saved.

WARNING:

If the SSMASERVICE is off or disconnected, the automatic backup service is not guaranteed.

10.6 DATA MIGRATION



A Data migration

Import data from old Self.mdb database files

Migration mode AUTOMATIC

Select path -

B No files loaded

C Import data from a SELF SERVICE MANAGEMENT database backup (Gasoleo) 2018

Select backup file (.bck) -

Procedure for migrating data from backup files (.mdb) of “Self Service 1.0”:

- A. DATA MIGRATION MODE - method for selecting and loading the Self.mdb database files for migration. Modes available:
 - AUTOMATIC - the Self.mdb files are searched for automatically with a specified path.
 - MANUAL - the Self.mdb files must be selected manually.
- B. DATABASE FILES SELECTED for MIGRATION - list of the files selected for processing by the migration procedure. Press the START button to migrate the data contained in the selected databases.



WARNING:

It is only possible to select and migrate databases (named Self.mdb) generated by the old version of the ‘Self Service’ software.

Procedure for importing data from a backup of “SELF SERVICE MANAGEMENT GASOLEO 2018” or “SELF SERVICE MANAGEMENT 2018”:

- A. IMPORT DATA FROM BACKUP - Press the button (image button select) to select the file (.bck) to be imported. Press the (start button image) will migrate the data into the new “AGILIS SELF SERVICE MANAGEMENT” software.

10.7 EXPORTING DISPENSING OPERATIONS

A	Enabled A new file will be produced every time that new dispenses will be stored	
B	Export path	
C	Field separator	<input data-bbox="1332 470 1420 515" type="text" value=","/>
D	Field delimiter	<input data-bbox="1332 526 1420 571" type="text" value=""/>
E	Date / Time Format	<input data-bbox="1332 582 1420 627" type="text" value="dd/MM/yyyy HH:mm"/>

```
01,Owen Dickens,DE471TE,17/08/2021 15:22,1,204039,21560,5.62
02,Jacob Stewart,DE471TE,17/08/2021 14:22,1,204039,21420,7.45
03,Abigail Cameron,BR328FD,17/08/2021 13:22,2,204039,21395,3.44
```

In detail:

- A. ENABLING/DISABLING the EXPORTING of DISPENSING OPERATIONS - It is possible to enable or disable the procedure of automatically exporting dispensing operations to .csv files. The procedure is disabled by default. The procedure saves all dispensing operations downloaded from the fuel dispensers (using any method of communication) to a .csv file. The format for saving the files is as follows: 'yyyyMMddhhmm.csv', where 'yyyy' indicates the year, 'MM' the month, 'dd' the day, 'hh' the hour and 'mm' the minutes, corresponding to the date and time when the file was exported. The dispensing fields exported are (in order):

Progressive ID,Operator,Registration number,Date and time,Fuel dispenser number,Fuel dispenser serial number,Odometer,Litres dispensed.


If multiple dispensing operations are downloaded together, a single .csv file is generated.

- B. EXPORT PATH - The path for saving the exported files must be indicated. Ensure that the path is always accessible and that read/write permissions are present.
- C. SEPARATOR - A custom separator can be indicated for the exported dispensing fields.
- D. DELIMITER - A custom delimiter can be indicated for delimiting the exported fields.
- E. DATE/TIME FORMAT - It is possible to indicate a customized format in which to represent the date and time in the exported file.

WARNING:

- *Exported dispensing operations cannot be re-exported.*
- *Modifications to field separator and delimiter are not retroactive (the modification will be applied only to new files exported from that point on).*
- *Until a valid save path is provided (accessible and with the correct permission), dispensing operations will not be exported.*
- *It is not possible to modify the order of the fields exported, add others or delete those present.*

11. SOFTWARE INFORMATION, PRODUCT REGISTRATION AND UPDATES

The INFO button  in the software's upper bar can be used to access the section for displaying the information about the product used and activate the product to receive the software updates.

This section is divided into three submenus, software INFORMATION, product ACTIVATION and software UPDATE.

11.1 SOFTWARE INFORMATION



In this section, the information about the purchased licence is shown along with the software version currently used.

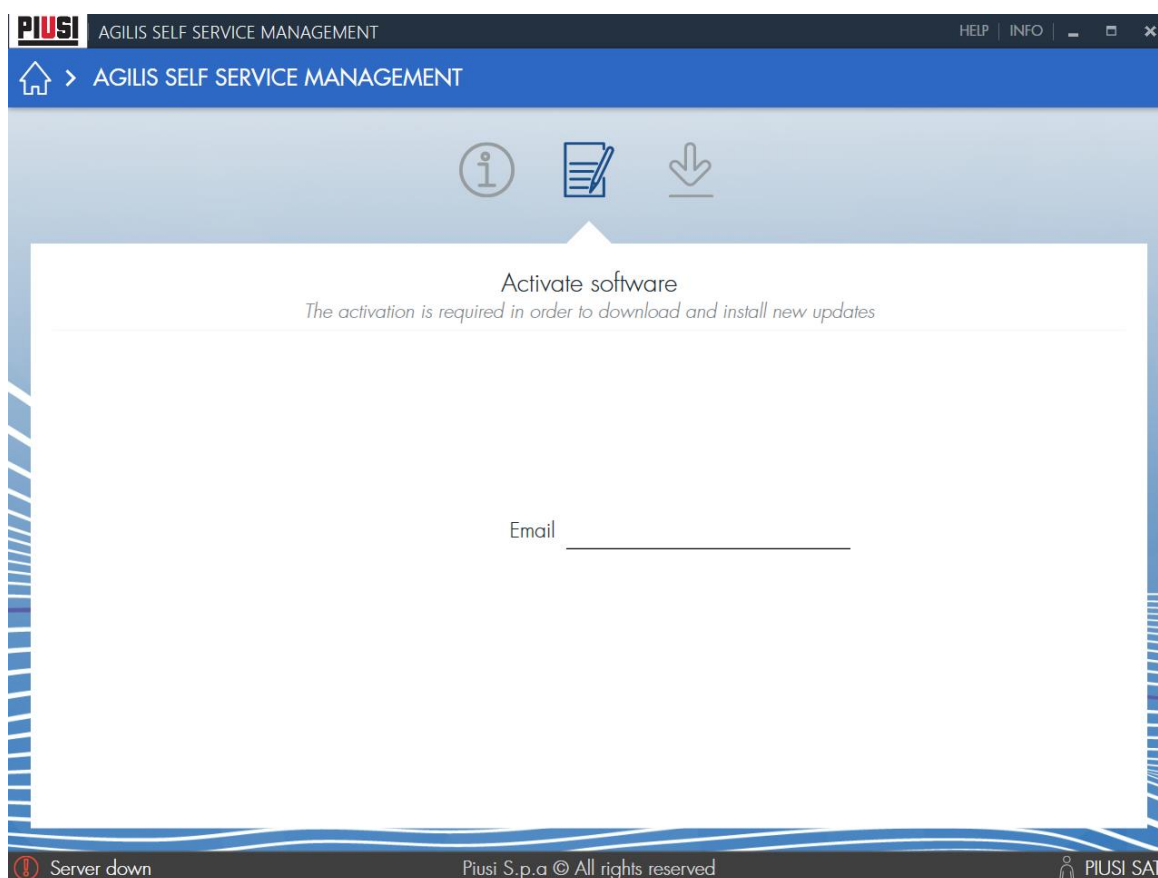
If required, press “Get Support” to download the “TeamViewer” application that allows Piusi to connect to the computer remotely to provide assistance.

11.2 PRODUCT ACTIVATION

Activation of the product purchased is managed in this section in order to guarantee support for the software updates. Insert the E-mail address used to register on the Piusi portal(www.piusi.com -> PIUSI PORTAL) . If you are not registered on the portal yet we recommend to do it as soon as possible.

Every time there is a new update a comprehensive notice

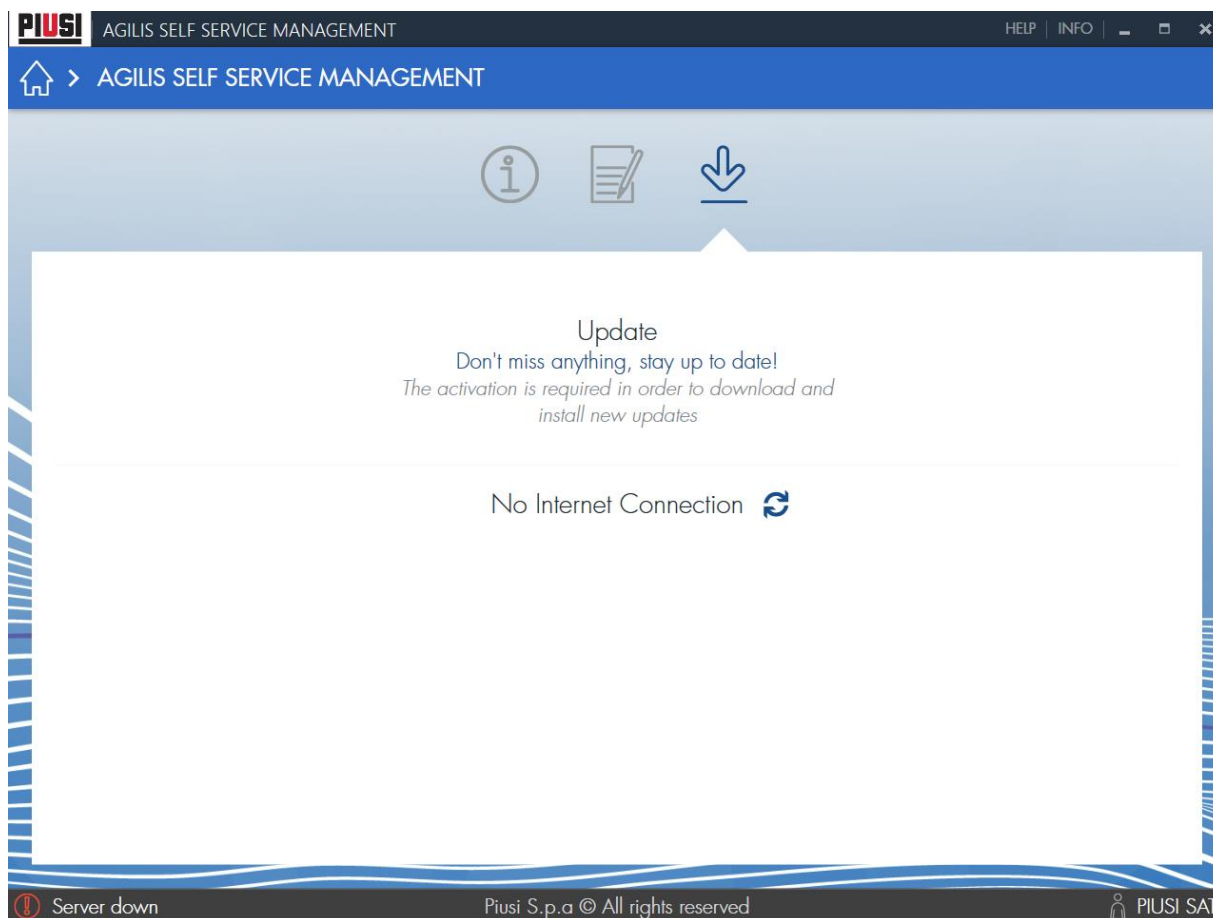
UPDATE AVAILABLE will be displayed, by pressing on it the user will be redirected to the UPDATES section (see chapter 11.3) to download the new software release.





WARNING:

- An internet connection is necessary to activate the product.
- The product must be activated only once.
- We recommend to update the software at regular intervals if there are new updates.

11.3 SOFTWARE UPDATES



This section shows the latest available update. To download it press the “download” button . You will be automatically redirected to the link for online download.

The search for updates is an automatic process that looks for a new software release in the Piusi servers at regular intervals. If the version currently used is the most recent you can try and look for a new update by pressing the  button.

To download new updates make sure the product has been previously activated (see chapter 11.2).

WARNING:

An internet connection is necessary to download the update.