

Miles2Go

Vehicle mileage tracking and reporting.
Night Oil Software
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Quick Start	4
Application Layout	4
Setting up your vehicle	4
Setting up your categories	5
Creating a trip	6
Creating a fuel record	7
Trips	8
Adding new trips	8
Odometer	9
Adding trip details and assigning categories	9
Adding Fuel Records	10
Search Tab	11
Fuel Records	14
Fuel Detail View	14
Searching	16
Searching by date	16
Searching in notes	17
Searching in vehicles	17
Searching for categories (only trip search)	17
Searching for vendors (only fuel search)	17
Edit Mode	18
Reports	19

Desktop Syncing	20
Settings	21
Table View Customizations	21
Date Format	22
Database Management	22

Quick Start

Application Layout

Miles2Go uses the familiar iPhone tab-bar based window to navigate between the various program views. Four views are displayed along with the more tab (3 dots on the right of the tab-bar) which displays additional views. The main 4 views are “Current Trip”, “Search”, “Reports” and “Fuel”. Additional view include “Vehicles”, “Vendors”, “Categories”, “Settings” and “Help”. To interact with a view on the more controller, tap the more tab and then tap the view’s name. To return to the more view tap the more button on the tab-bar.

Setting up your vehicle

The first step to using Miles2Go is to configure your vehicle. Tap the more button, then tap the “Vehicles” item. Miles2Go initializes with one default vehicle called “My Car”. You will probably want to change the name, tap the name of the vehicle and edit the name and then tap the save button.

The vehicle record is where the odometer of your car is maintained. To set the current value tap the blue disclosure triangle on the right side of the row. The odometer editor view will appear. Slide the wheels to set your vehicles current value, then tap save. The odometer will be automatically changed when you edit it from the current trip view.

If you wish to set a picture for your vehicle tap the picture icon on the left side of the row. The photo albums view will appear and you can select a picture. Miles2Go will create a thumbnail and display it.

The vehicle that is displayed on the top is the default vehicle. A new trip record will use this vehicle. To change the default vehicle, tap the Edit button and use the button on the right side of the row to drag the vehicle row to the desired position. The top position will be used when a new trip is created.

Setting up your categories

Miles2Go allows you to track mileage associated with categories. The basic categories created are: “Personal”, “Business”, “Medical”, “Charitable” and “Other”. The category view can be accessed by tapping the “Category” row found in the “More” tab. To add a new category, tap the “+” button on the navigation bar. Tap the category name to display the category detail view and tap the any row to edit the specific parameter.

The “Rate” parameter is used to calculate expenses in the “Report” view. Categories are an excellent way to track varying rates for different jobs and for tax reporting.

If the check box, to the right of the category name, is checked then the category will be displayed in the category picker view. This will allow you to eliminate categories from the picker without having to actually delete it from Miles2Go.

As with vehicles the top category is the default. To rearrange the categories tap the Edit button and drag the categories to the desired position.

Creating a trip

New Trips are created from the “Current Trip” tab. Miles2Go will create a new trip the first time it is launched.

To add a trip and set it as the current trip tap the “+” button. The new trip record is set to use the default vehicle and the start odometer will be set to the vehicle’s odometer. If you are using an iPhone the start latitude and longitude will be set to your current location.

The “Trip Detail” section of the trip records the category, miles and notes for the trip or a segment of a trip. A trip can be made of a single segment or of multiple segments. Tap a row of the Trip Detail section to edit the segments parameters. A new edit trip segment view will be displayed. In this view you will be able to change the segment’s category, miles and notes.

When the trip has been completed, tap the “End” odometer row to enter your vehicles final odometer reading. If you are at the location where the trip was completed, tap the “End” row of the “Trip Information” section. The Edit Position view will appear. To save your current position, tap the Globe button in navigation bar, then tap save.

If you do not enter the end latitude and longitude of a trip, they will be set automatically when you create a new trip. This means that the new trip will start from where the old trip ended.

Creating a fuel record

Fuel records are used to log visits to gas stations (vendors) and track fuel mileage. A fuel record will automatically be linked with a trip by its date and vehicle.

To create a fuel record tap on the fuel tab on the bottom tab bar, Then tap the plus button on the navigation bar. The Fuel edit view will be displayed. The new record will be initialized with the default vehicle and the odometer will be set to the vehicle's odometer. The mileage will be calculated based on the odometer reading stored in a previous fuel record for the same vehicle. If you wish to change the calculated miles, tap the Miles row and enter the miles for the Fuel record.

Next tap on the "Price" row of the "Fuel Data" section. The number editor view is displayed and you can enter the price you payed at the pump and tap the save button. Now tap the "Gallons" row and enter the gallons you purchased. The remaining rows of the "Fuel Data" section are calculated for you.

Trips

Adding new trips

There are two ways to add trip records to Miles2Go. The first method is discussed in the Quick Start section. The second method is by tapping on the search tab on the tab bar and tapping the “+” button on the navigation bar. The data fields displayed in the row of the search tab are: date, total miles, category and starting odometer. The trip record created will be set to the current date and vehicle. But this trip will not be the “current trip”. This means that any changes to the trip’s odometer will not effect the vehicle’s odometer. This is useful is you want to add records from past trips. You can make any trip the current trip by tapping the “Set” button on the Navigation bar.

To set the latitude and longitude for your trip tap the Start or End rows of the Trip Information section. The Edit Position view will be displayed. You can tap either the Latitude or Longitude fields and a keyboard will show that will allow you to enter the values. If you tap the Globe icon on the Navigation bar your current position will be entered into the fields. At the bottom of the map display are buttons that allow you to change the type of map between the familiar Map, Satellite and Hybrid view. There is also a Vendor button. When you tap this button the vendor picker view will display. Vendors have a latitude and longitude and when you pick one its position will be entered. This is handy when you start a new trip at a gas station that you have saved as a vendor. As a shortcut you could save any position as a vendor to use as a reference from the Edit Position view.

After you have set both the start and end position for at trip the icon on the right of the start row will change to a blue disclosure button.

Tapping the button causes Miles2Go to exit and the Map application will launch and route your trip from its start to its end position.

When you create a new Current Trip and you have not entered an end position for the old Current Trip, Miles2Go will automatically enter the current latitude and longitude for the end row.

Odometer

The start and end odometer readings for your trip are set in the Odometer section of the trip table. Tapping either the start or end rows will display the Odometer Editor view. Rotate the wheels to enter your vehicle's odometer value. If this is the current trip, when you change the end odometer the vehicle's record will have its odometer changed.

The Miles row of the Odometer section will be updated to reflect the total miles traveled based on the start and end odometer values. As a shortcut you may tap on the miles row enter the trip's miles traveled. The end odometer value will be updated.

Adding trip details and assigning categories

Every trip can be assigned to a category or to several categories. You assign categories by creating a Trip Detail record which displays in the Trip Detail section of the trip table. Every trip has at least one detail record. Tapping on a table row of this section will display the Edit Trip Detail view. From the Trip Detail View you can set the Category, Miles and Notes of the detail record.

If the trip has one detail record Miles2Go will automatically update the miles when you change the end odometer or enter miles in the

Odometer section of the trip table. If you tap the blue disclosure button on the right of the trip detail row the Edit Miles view will be displayed and you can enter the miles of the trip detail.

To add more trip detail records tap the Edit button on the Navigation bar. The Trip Detail section will enter edit mode. Tapping the green “+” button will add a new record. Tapping the red “-” button will delete a record. The new record will be set to the default category. If you delete or add a record in error just shake your device! Miles2Go implements shake to undo/redo.

The footer of the trip detail section will show you how many miles of the trip have not been assigned to a trip detail. You can adjust the miles by tapping the blue disclosure button.

Adding Fuel Records

Fuel records can be added from the trip view. To add a fuel record tap the Edit button on the Navigation bar. The Fuel section of the table will enter edit mode. Tap the green “+” to add a fuel record or tap the red “-” to delete a fuel record. The new record will be initialized with the vehicle from the trip. To edit a fuel record, tap the records row and the Fuel Edit view will be displayed.

A fuel record will automatically linked to a trip record based on the common vehicle of the trip and by the dates of the trip record and the fuel record. When a fuel record is linked to a trip it will be listed in the Fuel section of the trip view. If you edit the fuel record or the trip, your changes may cause the fuel record to be unlinked from the trip.

Search Tab

The Search tab view displays a list of your trips sorted by date. From this view you can manage your trip records. To edit a trip tap on the trip's row and the trip view will be displayed. Tapping the "Map" button on the Navigation bar will display map view with each trip plotted with a red push pin. Tapping the push pin will display the trip view editor and allow you to change the trip.

Deleting trip is accomplished by tapping the "Edit" button on the Navigation bar. The table will enter into edit mode and an empty target circle will be displayed to the left of each trip's row. To designate a trip to be deleted tap the target circle and it will change to a checkmark. You may select one or more trips and then tap the "Delete" button to delete the trips and exit edit mode.

This view also has the ability to search for trips by tapping in the search bar at the top of the view. For more information please see the "Searching" section of this document.

Vendors Records

Vendor records are created to track the gas stations that you visit and are referenced by Fuel records. You do not need to create vendors to use Miles2go. But, vendors allow you to generate statistics for a gas station and it makes data entry for creating Fuel records more automatic (see Fuel Records).

Vendor records are created by tapping on the “More” tab and then tapping on the “Vendors” row. The Vendor list view is displayed. To add a new vendor tap the “+” button on the navigation bar. Vendors are deleted by tapping the “Edit” button. Miles2Go will enter into edit mode where you can follow the standard iPhone method of deleting table records. Tap the “Edit” button again to exit edit mode.

If you wish to set a picture for your vendor tap the picture icon on the left side of the row. The photo albums view will appear and you can select a picture. Miles2Go will create a thumbnail and display it.

Miles2Go will display a map with a pin at the location of each vendor if you tap the “Map” button on the navigation bar. Tapping on the pin will display the vendor’s name and the last price you paid at the pump. Tapping on the blue disclosure triangle will display the “Edit Vendor” view. While you have a vendor selected, tapping the globe button in the navigation bar will exit Miles2Go and start the Map application which will then create a route to the vendor.

To edit one of the Vendor’s fields, tap the row and the appropriate editor view will be displayed. The “Vendor Position” editor has the same functionality as the editor for a Trip’s start and end positions.

After you have created a Fuel record that references a vendor the vendor detail view will have an additional table section with statistics generated from every visit to the vendor.

Fuel Records

Fuel records are managed by tapping on the “Fuel” tab on the bottom tab bar. The Fuel display presents a list, sorted by date, of your fuel records. To add a new record tap the “+” button on the top Navigation bar, a new record will be created and the Fuel Detail view will be displayed. To delete fuel records, tap the “Edit” button and the table will enter edit mode. An empty target circle will show to the left of each record. If you tap the circle it will change to a red checkmark. This designates the record to be deleted. You may tap one or more records and then tap the “Delete” button to finally remove the records. You can undo your changes by shaking your device

Fuel Detail View

A new fuel record will be initialized with the current date, the default vehicle, the vehicle’s current odometer reading and the miles calculated from the previous fuel record’s odometer. If you have a device with GPS capabilities and have entered Vendors with Latitude and Longitude into Miles2Go, the vendor will be automatically selected based on your GPS position. If more than one vendor is close to your position you will be given a chance to choose the correct vendor. If you wish to change the vehicle or vendor, tap the row and a vendor or vehicle picker will be displayed. In this view tap the desired row and then tap the “Save” button in the navigation bar and the you will return to the fuel detail view.

If you wish to change to the Odometer reading or the Miles, tap the row and an editor view will be displayed. The price that you pay at the pump will be initialized to the last price you payed when you visited this vendor. To change the price tap the row and an editor view will be

displayed. Tap the Gallons row to enter the amount that you purchased. The remaining fields will be calculated based on your data.

Searching

The two tab views that provide searching are the Trip Search view and the Fuel View. At the top of each view is a search bar. To begin searching, tap in the search text entry field. If the search bar is not visible, tap on the device's top status bar. Miles2Go will enter into search mode. Under the search bar are the following search category buttons: "Date", "Notes", "Vehicle", "Category" (Trip view only) and "Vendor" (Fuel view only). The default search category is "Date." These buttons designate which field to search.

After you have typed in your desired search, you can dismiss the keyboard by tapping the keyboard's "Search" button. A toolbar at the bottom of the view displays two buttons. The first, "Map", will display the map view with a pin at the location of each record. The second button "Edit" will enter the view into edit mode. Pressing "Edit" again will exit edit mode. To leave the search mode of the view tap the "Cancel" button on the top navigation bar.

Searching by date

The format for entering dates is determined by the language and region settings of your device. For example in the US English locale settings, an entry for a specific day could be entered as "3/19/2010." As a shortcut, you can search for all records in a year by enter just the year, such as "2010." A range of days is searched for by enter the two dates separated by three periods. For example you could enter "1/1/2010...1/31/2010" to search for all records in January of 2010.

Searching in notes

To search for text in a note field tap the “Notes” category button. Any text string that you enter will be used to lookup records where the note field contains the string.

Searching in vehicles

Tap on the “Vehicle” category button to search in the vehicle field of records. Text that you type in the search field will be used to find records where the vehicle field contains the search string. In the search text field, on the right side, you will see a bookmark icon. Tapping this icon will display a vehicle picker view. You can select a vehicle to search for by tapping on its row and then tapping the “Save” button on the navigation bar.

Searching for categories (only trip search)

Tap the “Category” button to search in the category field of records. Miles2Go will find any record where the category field contains the search string. As with vehicles there is a bookmark icon in the search field that, when tapped, will display a picker for categories.

Searching for vendors (only fuel search)

In the fuel search view, tapping on the “Vendors” category button will allow you to search for records where the search string is contained in the vendor field. There is also a bookmark icon in the search field that will display a vendor picker view.

Edit Mode

After you have found records from a search you may enter edit mode to delete any of the records by tapping the “Edit” button on the bottom toolbar. A target circle is displayed to the left of each record. The empty target will change to a checkmark icon when you tap on it. This designates the record for deletion. If you wish to select every record, tap the “Check All” button. To finalize your delete, tap the “Delete” button. Your records are now deleted. If you change your mind, shake your device to undo the delete.

Searching is a useful way to clean up your data and keep the memory use of Miles2Go to a minimum. For example, you may wish to only keep records for the current year. To do this, search for records from the previous year, tap “Check All” and then tap “Delete.” The desktop version of Miles2Go is an excellent tool to archive and save older records and freeing space on your device. Please see the “Syncing” section for information about transferring you data the desktop application.

Reports

Miles2Go will display a report view based on a vehicle's Trip and Fuel records. Tap the "Report" icon on the tab bar to display the vehicle picker view and then tap on the vehicle to view its report.

The "Vehicle Statistics" table section displays calculated statistics including Total Miles, Total Gallons, Average Price for a gallon of gas, Total Purchase amount of gasoline, Average MPG and the Average Cost/Mile. The "Trip Detail Total Miles" table section displays statistics for each category referenced by your vehicle's trips. The row for a category displays the miles traveled, the cost for each mile and the total cost for the category.

To view a detailed report for the category, tap the category's row. A table view, ordered by date, is displayed. Each row of the table displays the miles traveled for that category on that day. If you tap the row the trip's edit view is displayed.

In the Navigation bar is the "Map" button. Tapping the button will display a map view with a pin at each of the vehicle's trip start locations. When you tap the pin, Miles2Go displays the date of the trip. If you tap the blue disclosure button the trip's edit view is displayed. The Map icon button on the navigation bar will cause Miles2Go to exit and launch the Map App, which will then create a route from your current location to the start location of the selected trip.

Desktop Syncing

When you purchase the full version of Miles2Go you will be given a key to unlock the desktop version of Miles2Go. You can download the application at www.miles2goapp.com. It is available for both PC and Macintosh platforms.

Before Miles2Go can communicate with a computer you must enter syncing mode. You can navigate to the Sync view by tapping on the “More” tab and then tapping on the “Syncing” row. If you do not see the “Syncing” row then Miles2Go has not been purchased. Tap the On/Off switch to turn the communication server on.

Syncing is only available when your computer and iPhone OS device are connected on a local WiFi network. When the syncing server starts the syncing URL is displayed at the bottom of the view. This URL is used by the desktop application to find the device on the network. Syncing is now controlled by the desktop application.

To start syncing from the desktop application, click the “Sync Device” button. A dialog, asking for your devices address will be displayed. Enter the URL for your device and click “OK.” Data can be transferred from the device to the computer or from the computer to the device. Click the “Download” button to sync records from the device to the computer or click the “Upload” button to sync records from the computer to the device. A progress bar will be displayed on the device once the connection is made. When syncing is complete you must stop the syncing server on the device by sliding the On/Off switch to the Off position.

Settings

Miles2Go can be configured using the “Settings” view, which is accessed from the “More” tab. Tap on the “Settings” row and the view is displayed.

Table View Customizations

Table View Customizations allows you to modify how the various tables in Miles2Go are displayed. The following customizations are available:

Hide Lat/Lon: Turning this switch on will cause Miles2Go to hide all Latitude and Longitude fields. Use this option if you have an iPhone OS device that does not have a GPS.

Sort Ascending: Turning this switch on will cause Miles2Go to order the “Search” tab and “Fuel” tab with the oldest record at the top. If the switch is off the most current record is at the top of the list.

Hide Pictures: Miles2Go will display pictures (if you set them) for vehicles and vendors. If this switch is on then Miles2Go will hide all pictures.

Hide Trip Fuel: The Trip Edit View allows you to add fuel records (displayed at the bottom of the table). If this switch is on then fuel records are hidden in the trip view and you will not be able to add fuel records from this view. You will only be able to add fuel records from the Fuel tab.

Date Format

This setting allows you to choose the format of the date strings that Miles2Go will display. There are four date formats to choose from. Each row of the Date Format table section is an example of a date display, tap it to select that format.

Database Management

This section of the table allow you to manage the data stored in Miles2Go. Tapping the row will display the “Delete Records” view. There are 3 switches, “Delete Trip Records”, “Delete Fuel Records” and “Delete Vendor Records.” Sliding a switch to the on position designates that these records are to be deleted. To complete the deletion tap the “Delete” button. Once you tap the delete button and confirm, your records are deleted and can not be recovered! Before you delete records consider syncing your data with the desktop application.