



## How to activate the Argus Tracking & vWork integration

1. Request to have the Argus Tracking & vWork integration activated by contacting your Account Manager or by emailing [supporting@argustracking.com](mailto:supporting@argustracking.com)
2. An Argus Tracking representative will prepare and email you two set-up documents: An Authority Form and a Vehicle Assignment Excel Template Form.
  - **Authority Form** = To activate this feature, we require a signed form from your business that authorises the integration.
  - **Vehicle Assignment Form** = This template is in excel format and requires you to fill out the name of each asset/worker from your vWork account into the cell next to the corresponding vehicle in your Argus account. (See below for a guide on how to find asset/worker names in vWork).
3. When you have filled out the Authority and Vehicle Assignment Forms, email them back to us and we'll do the rest.

*Please note: Once we have received the signed forms, the average set-up time is between 24-48 hours (1-2 business days).*

## How to Find Your 'Name' in Your vWork Account:

1. In your vWork account head to **Settings > Users (User Management)** or head to: [https://go.vworkapp.com/html\\_client/admin/users](https://go.vworkapp.com/html_client/admin/users)
2. Copy and paste the names that are shown in the 'Name' column into the 'Name' column on the Vehicle Assignment Form next to the corresponding asset.
3. When the 'Name' field next to each asset on the Vehicle Assignment Form has been filled out, save the file and email it back to our team for processing