

FMO SMART User Guide

British Gas Fleet Services has developed FMO Smart for your benefit. The system is designed to introduce you to Safe and Fuel Efficient Driving techniques and is a learning and development package, which is unique within the fleet industry. The system is an integral element of the Fleet ISO14001 environmental accreditation of which the definition of 'the environment' is as follows:

"The surroundings in which an organisation operates including air, water, land natural resources flora, fauna, humans and their interrelation".

By practicing the driving techniques shown within FMO Smart you will improve the fuel efficiency of the vehicles you drive, therefore reducing your own and the companies Carbon Footprint from our transport operations.

<http://smart.2fmo.com/>

Log on to the above link, which will display the welcome screen below.

Welcome to FMO SMART

First Name:

Last Name:

Password:

Log In

Important information for new users

After you have successfully logged in, you will find that the SMART driver development programme consists of the following three modules:

Module:	No. of Sections:	Running time:
Be Smart	7	21 mins
Vehicle Smart	11	28 mins
Driving Smart	11	34 mins

Each module is broken down into easily digestible sections of a few minutes each. To ensure that you watch the sections in the appropriate order, you cannot jump ahead, but you can re-view sections as many times as you wish. Whenever you complete a section, you can logout if you wish and the next time you login the system will return you to the furthest section you have reached. You do NOT have to complete everything at one sitting.

Please read the important information for new users as shown.

Please enter your first name; last name; then payroll number as your secure password (these details are not case sensitive). Click on the log in button to proceed.

If your e-mail has not been provided to FMO with your details then the system will request you provide this during your initial log on. FMO require your e-mail to send you progress advice and any updates to the system.

Once you have logged on the above screen is displayed. You will notice there are four modules shown on the top menu bar, only three are current as the fourth 'Seasonal Smart' will be made available at the appropriate time during the year.



Click on the above 'play' button to proceed through each menu shown on the left hand margin.



The 'play' button changes to a 'pause' button as soon as playing commences. You can pause the video clips at any time and resume later.



You are unable to skip forwards through the sections, but you can move back and review once a section is complete using the above button.

A section is identified as complete by white text on the green background. The current module you are progressing through is identified by 'yellow' text and those still to undertake are 'greyed' out.

The lower half of the screen shows your own details and the current bandwidth or line speed. The system automatically detects the line speed and adjusts the video quality, the higher the line speed the better quality of video and voiceover.

Please complete each section at your own pace - as you are not expected to complete in one go. If you wish you can practice your new skills out on the road then move to the next section, the system remembers your progress for the next time you log on.

To exit the system please click on Logout.