Introduction

ARMS Parking provides a comprehensive system to automate and manage all aspects of parking operations, increasing productivity and revenue. This guide will help you navigate through its features and functionalities.

Parking Home Screen

There are three sections on the parking home screen:

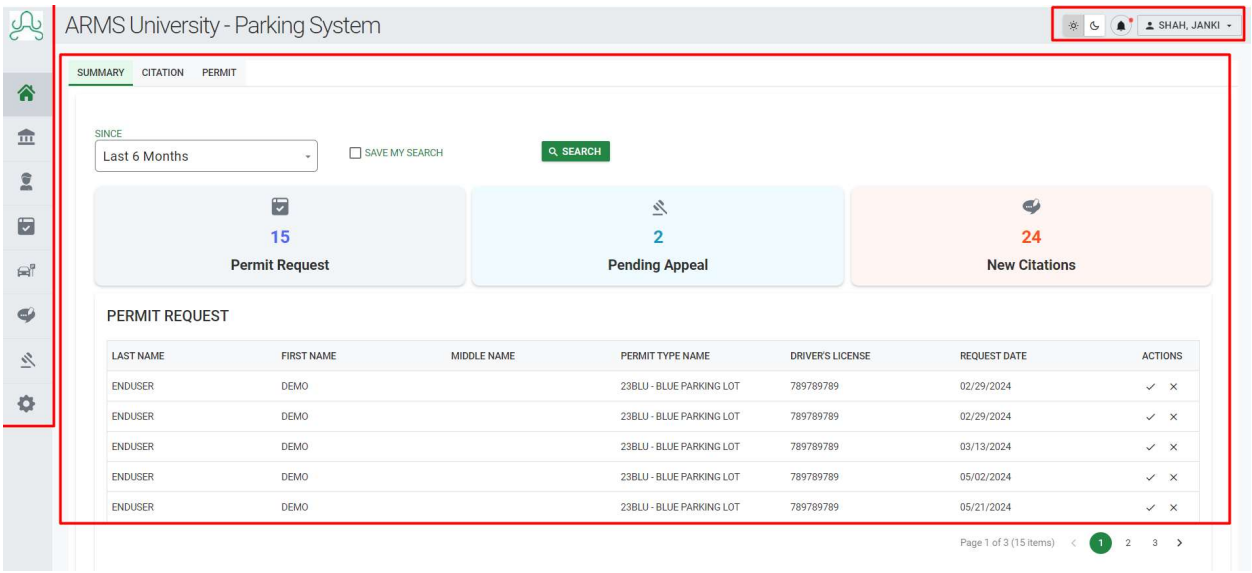

Figure 1 Parking Home Screen

1. ## Department's Logo & Side Menu

   This section includes the department's logo and a side menu with multiple options.

2. ## Theme, Notification & Profile Menu

   In the top right corner, you'll find the light/dark theme, notifications, and profile menu options.

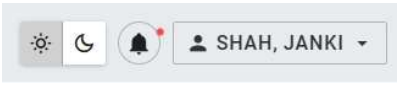

Figure 2 Theme, Notification & Profile Menu

Theme – These buttons allow user to set the theme of the Parking site to either Light or Dark based on their selection.

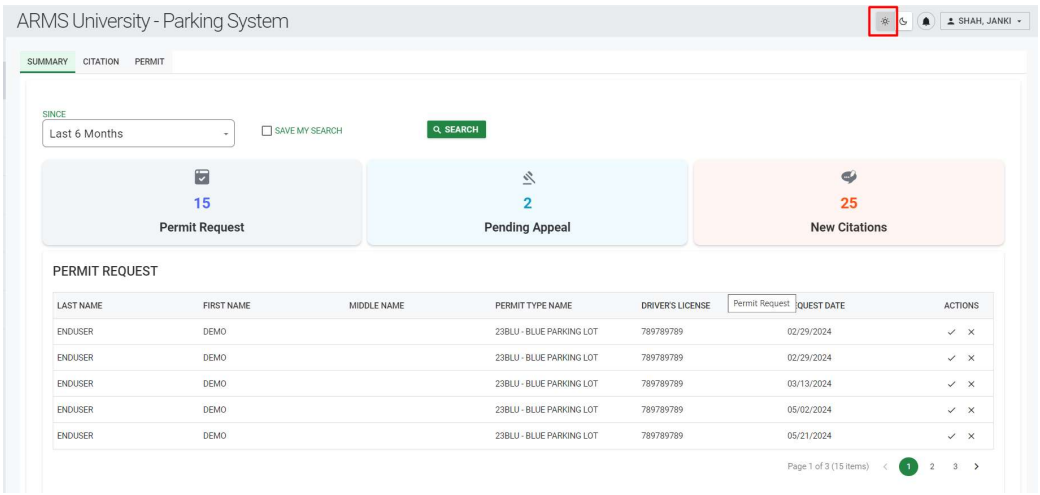

Figure 3 Light theme

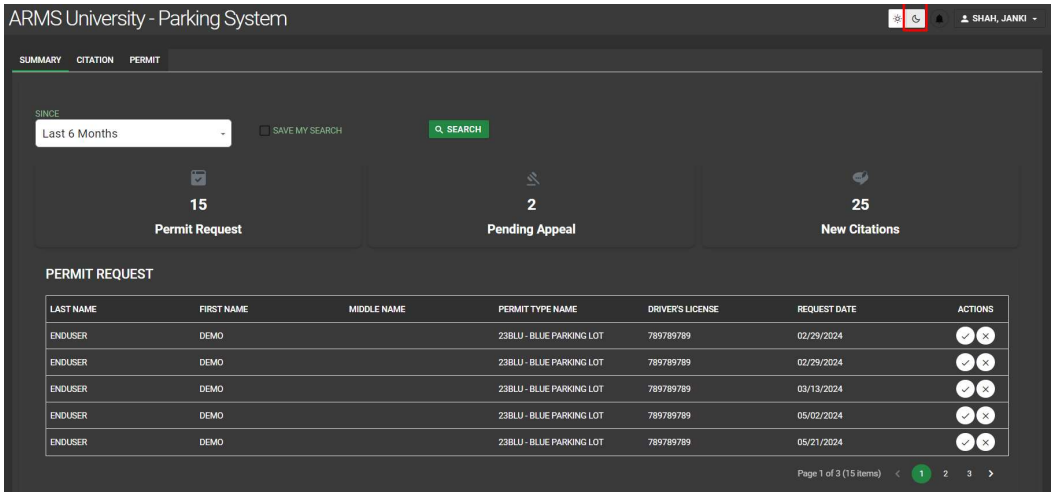

Figure 4 Dark Theme

Notification Bell – The notification bell 🔔 will display notifications for Citations, Appeals, and Import Person. When a citation is created, the notification bell will alert anyone associated with it and those assigned to it. It will also notify the designated reviewer of an appeal that requires their attention.

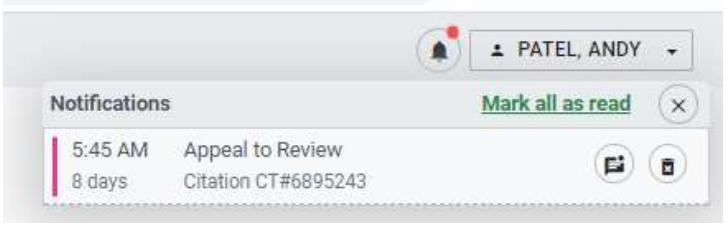

Figure 5 Notification Bell

Profile Menu - It can be accessed by selecting the ▼ icon next to the user's name in the upper right corner of the screen. Once selected, the menu displays options for:

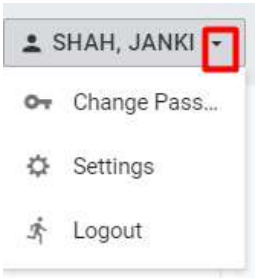

Figure 6 Profile Menu

- **Change Password** – This option allows an Admin or any user to change their password. Their old password is required.

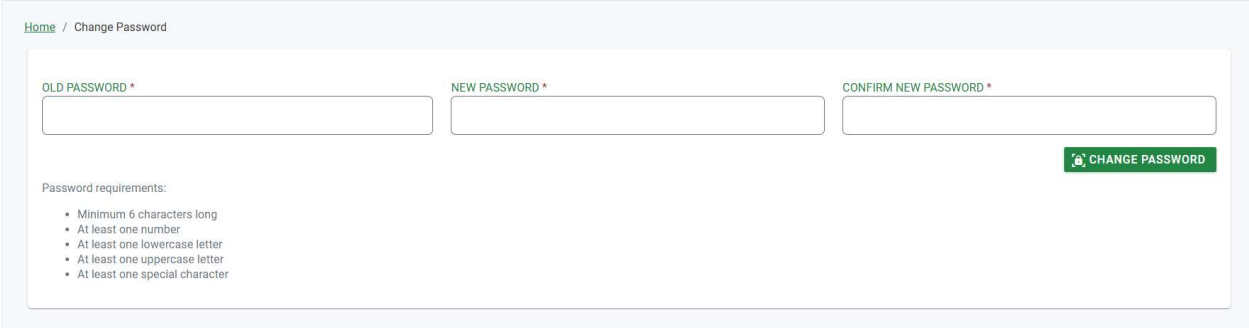

Figure 7 Change Password

- **Settings** - This option displays all setup sections available for an Admin, organized into sections for Department Setup, Permits & Code Setup, and Citation Setup.

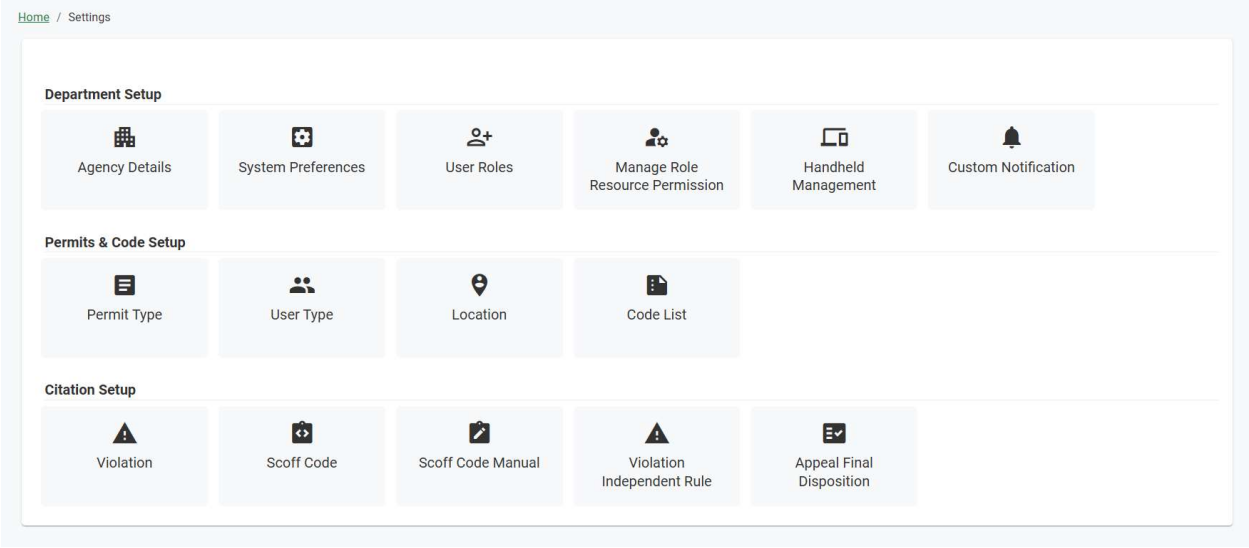

Figure 8 Settings

- **Logout** – This option logs Admin or any user out of ARMS Parking.

3. Search and Statistics

Search - The top bar of the home screen displays the Search Option. This option allows an Admin to filter what data is displayed for Permit Request, Pending Appeal, and New Citations.

They can filter data to display from the Last 1 Year, 6 months, 3 months, month, or customize it for a specific date range.

Clicking the checkbox "SAVE MY SEARCH" saves users search parameters until they are changed, even if they logout.

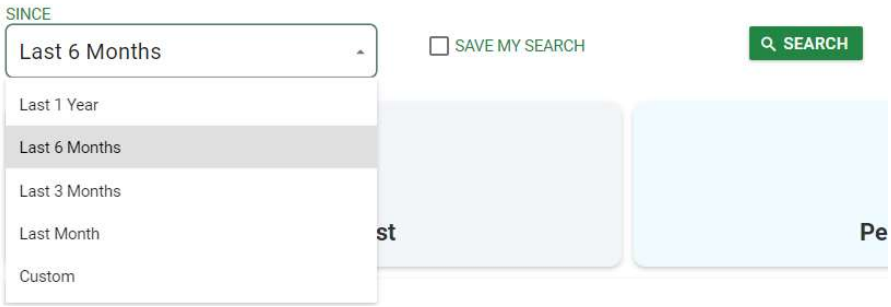

Figure 9 Search Option

Summary:

It displays statistics about current permit requests, pending appeals, and new citations as per the selected time range.

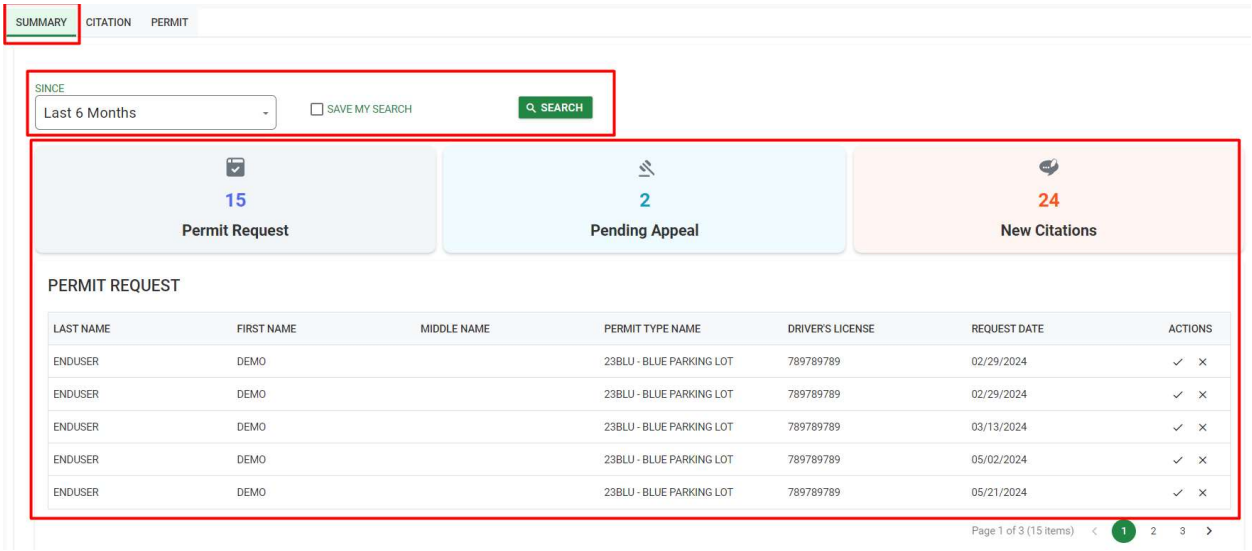

Figure 10 Home Screen >> Summary Tab

From this screen, the Admin can take actions like accepting or rejecting single or multiple permit requests.

Figure 11 Approve or Reject Permit Request

Admin can view pending appeals directly from the Home Screen and can take the actions like View, Edit, Print and Delete.

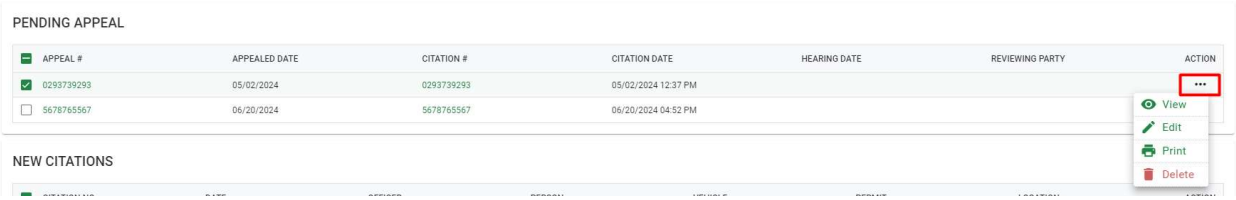

Figure 12 Pending Appeal

From the Home Screen, Admin can directly print the receipt of new citations, view, edit, print and Delete the new citations.

Figure 13 New Citations

Citation:

The Citation Tab enables users to access graphical representations of citations. It displays five distinct graphs based on the selected time frame, including Revenue by Month for the Current

Year vs the Previous Year, the Top 10 Violations, the Top 10 Locations, the Top 10 Revenue per Officer, and Revenue per Handheld device.

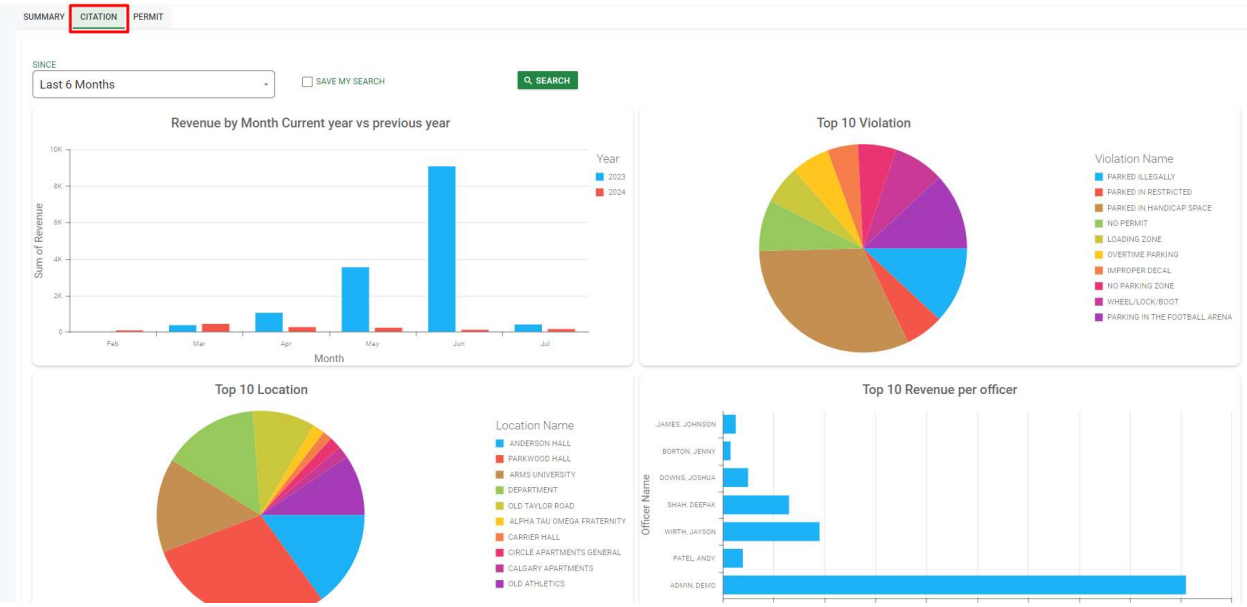

Figure 14 Graphical representation of Citations

Permit:

The Permit Tab enables users to access graphical representations of Permits. It displays four distinct graphs based on the selected time frame, including Revenue by Month for the Current

Year vs the Previous Year, Average Permit Amount, Revenue by Permit Type and Top 5 Count of Permit Type.

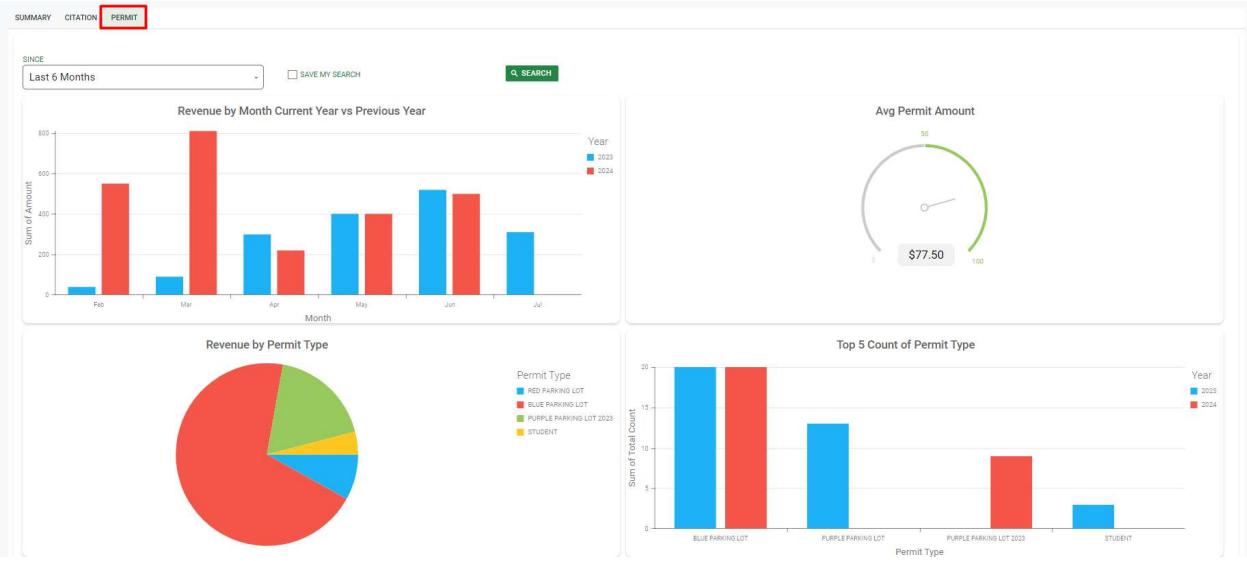

Figure 15 Graphical representation of Permit