

QUICK START GUIDE

FOR



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Getting Started

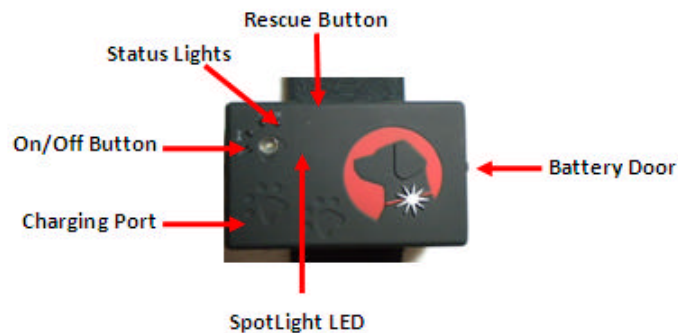
Welcome to the SpotLight GPS Pet Locator Quick Start Guide! SpotLight and SpotLite GPS Pet Locators are the only GPS real-time pet trackers that safeguard your pets in partnership with the American Kennel Club Companion Animal Recovery (AKC CAR). You will be able to safeguard and track your pet 24 hours a day, 7 days a week, and 365 days a year.

This guide contains step-by-step instructions to help you activate and setup each feature and valuable tips to maximize performance. For best results, we suggest you follow each of the steps in the order they are presented. If you happen to encounter a problem, a troubleshooting section has been included at the end of this guide for your reference.

For best results, please always power on SpotLight and SpotLite GPS Pet Locators outdoors with a clear view of the sky. This will allow the locator to acquire satellite signals quickly and provide accurate information.

SpotLight GPS Locator Overview

Below is a diagram showing the location of the buttons and lights on the SpotLight GPS Pet Locator.



Battery Door is where the battery is inserted and removed from the device by using a slide-latching door.

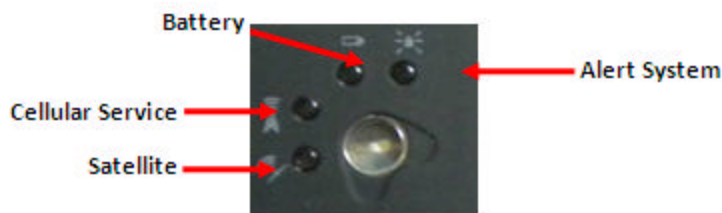
SpotLight LED is a bright, white LED that can be turned on to help you see your pet more easily from a distance of over 100 yards away.

Charging Port is where the USB interface cable plugs to charge your SpotLight GPS Pet Locator.

On/Off Button is used to power the device on and off when held for 4 seconds.

Rescue (SOS) Button when held for 2 seconds, will send an alert to the AKC CAR Call Center for them to assist you in finding your pet.

Status Lights consist of 2 unique lights with a battery and cellular symbol that display 3 different colors while SpotLight is in operation to indicate different states (see below).



Alert System flashes once every 5 seconds. If it flashes red, the alert system is turned off. If it flashes green, the alert system is turned on.

Battery during normal operation this light is off. It will blink red when the device has a low battery. When plugged in for charging, this light will be solid red until the battery is completely charged at which point the light will turn off.

Cellular Service blinks blue once every 5 seconds when the device is connected to the network. It will blink once every second if it is not connected.

Satellite during normal operation this light is off. If the device is not receiving a GPS signal from the satellite it will blink red once every 5 seconds.

Charging Your SpotLight GPS Pet Locator

Charge the battery for 4 hours prior to using the SpotLight GPS Pet Locator. Connect the charging cable to the device and plug into an electrical outlet. The battery status light will be blink red while the battery is charging; when finished charging the light will be green.

Battery Door

Opening the Battery Door

The battery door is permanently attached to the device via a hinge on the bottom. When closed, the battery door is held shut by a sliding-latch. If the battery door is not already open, slide the latch to the left. The door should easily swing open. Below you will see a picture of the device with the battery door already open. The location of the sliding-latch is highlighted by a red oval.



Inserting the Battery

It is important to make sure that the battery is inserted correctly to ensure proper charging and operation. The SpotLight logo on the battery and pet locator should be inserted facing the direction shown here:



A second way to ensure the battery is inserted correctly is to make sure that the battery contacts, marked with the +/-, line up with the Spotlight LED on the locator as shown in the picture.

Closing the Battery Door

Swing the door up to the closed position and hold firmly. Slide the door latch to the right to secure the door in place.

Charging the Battery

Connect the charging cable into the device and plug the other end into an electrical outlet. The battery status light should be solid red while the battery is charging. Once the battery has finished charging, this light will turn off.



New Customer Registration

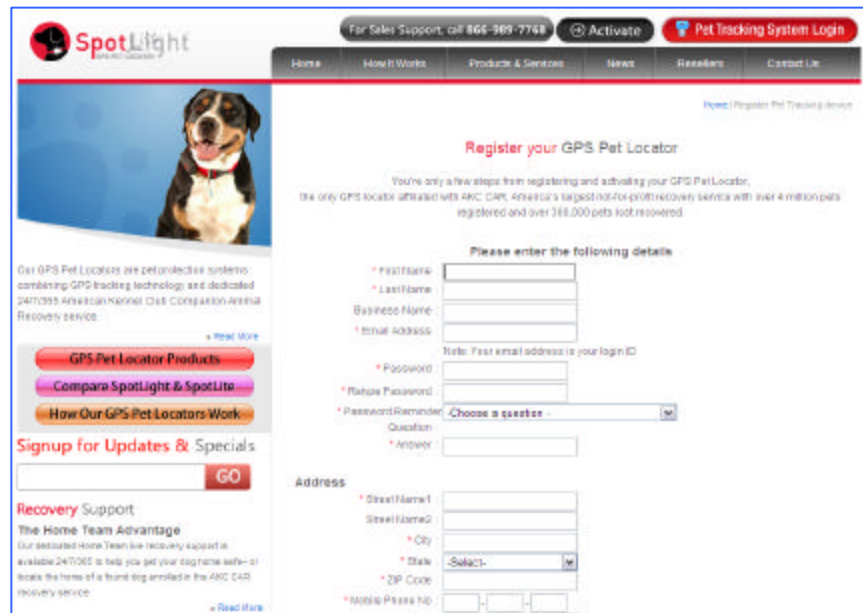
Account Activation

1. Go to www.SpotLightGPS.com and click on **Activate** on the Navigation Bar.

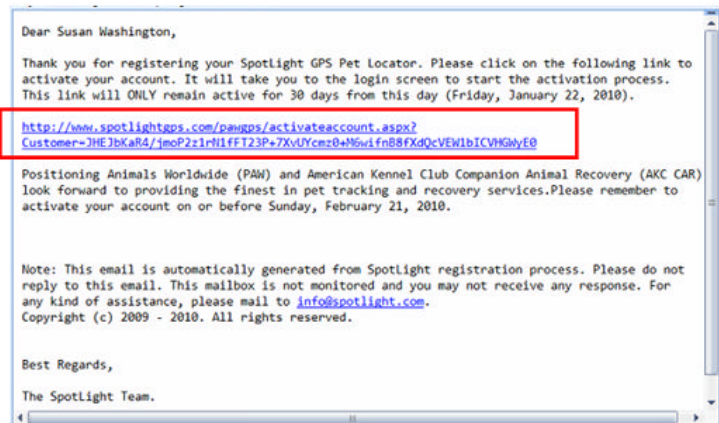


2. Enter your personal details in the registration form.

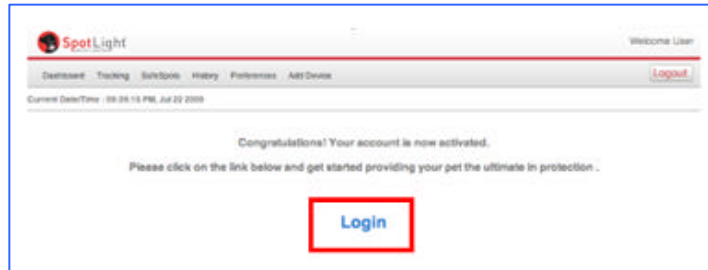
3. Press **Submit**. This will send a confirmation of your registration to the email you entered in Step 2.



4. **Open the registration confirmation message** sent via email.
5. **Click on the link** to activate your account.



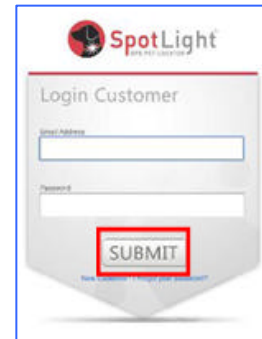
6. Click **Login** on the Congratulations! Your account is now activated screen.



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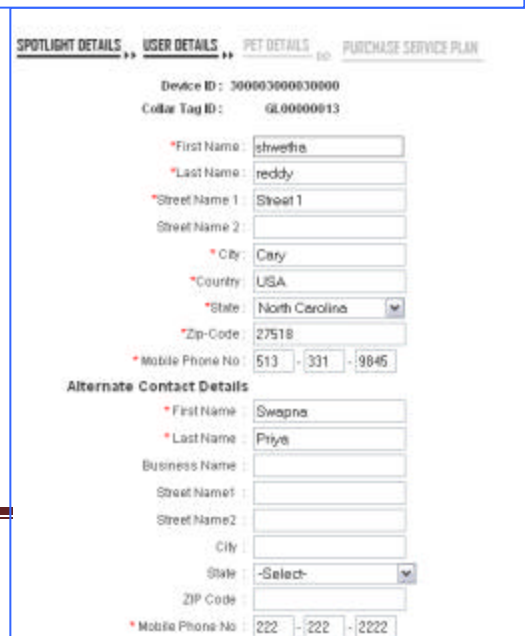
Device Activation

1. **Log in using the email address and password** you created previously.
2. Click **Submit**.



3. Enter **SpotLight GPS Pet Locator Details**:

- a) **Enter Device ID**: Enter SpotLight GPS Pet Locator serial number (S/N) from the back of the locator.
- b) **Enter Collar Tag ID**: Enter the AKC CAR Collar Tag ID that came with your device. (Note: ID numbers are case sensitive)
- c) Click **Next**.



4. Confirm **User Details** are correct.
 - a) Check Primary and Alternate contact information. Make changes if necessary.
 - b) Click **Next**.

5. Enter **Pet Details**:
 - a) Enter your pet's name
 - b) Select gender.
 - c) Enter pet's birthday.
 - d) Select pet's species.
 - e) Select pet's breed
 - f) Upload photo (optional) and enter other optional pet details.
 - g) Click Next.

6. Select **Service Plan** and **Payment Plan** and confirm agreement with terms and conditions.

Device ID : 30003000030009
Collar Tag ID : 0L0000013

Service Plans:

Select	Service Plan	Services Included	Standard Monthly Fee
<input checked="" type="radio"/>	Adventurer	100 Emergency Events Per Year	\$ 14.99
<input type="radio"/>	Home Body	25 Emergency Events Per Year	\$ 7.99
<input type="radio"/>	Escape Artist	Unlimited Emergency Events Per Year	\$ 19.99

Payment Plans:

Select	Payment Options	Upfront Service Fee per Month	Recurring Fee per Month
<input checked="" type="radio"/>	Pay the first 3 months now to save	\$ 11.99	\$ 14.99
<input type="radio"/>	Half yearly	\$ 80.00	\$ 120.00

Spotlight GPS Pet Locator Extended Warranty:

Select	Another Layer of Protection	Monthly Fee
<input type="checkbox"/>	Extended Warranty for Spotlight Device	\$ 1.99

[Click here for Extended Warranty Terms and Conditions.](#)

I agree with the terms and conditions for this purchase. **Total payment : \$ 50.97**

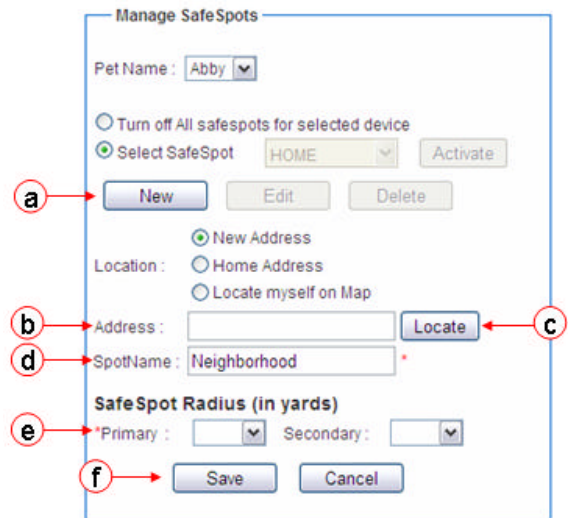
7. Enter **Credit Card** details.
 - a) Click Continue Payment process.
 - b) When the "Thank You" screen appears, click Login.
 - c) Login with your email address and password to continue to set up SafeSpots and Preferences.

SafeSpots

SafeSpots are created for locations where you expect your pet to be. Create safespots to monitor when your pet leaves and/or enters certain locations such as your home. Your SpotLight Pet GPS Locator will use your SafeSpots and alert settings to let you know when the pet exits and/or enters a SafeSpot location.

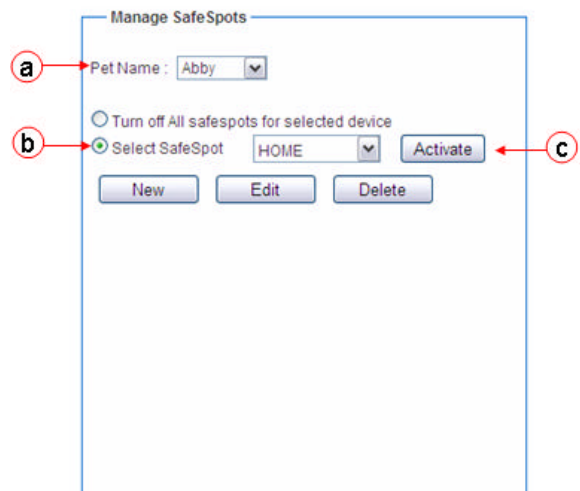
To Create a New SafeSpot

1. Have the address of the SafeSpot you are creating handy.
2. Click on **SafeSpots** in Navigation Bar.
3. In **Manage SafeSpots**:
 - d) Select the **Pet Name** from the drop down menu.
 - e) Click **New**.
 - f) **Enter address** of the SafeSpot (e.g., HOME).
 - g) Click **Locate**.
 - h) Enter a unique **SpotName** – an easy to understand name for this SafeSpot (e.g., HOME).
 - i) **Select up to two (2) radius** for SafeSpot from the drop down lists – primary and secondary.
 - j) Click **Save**.



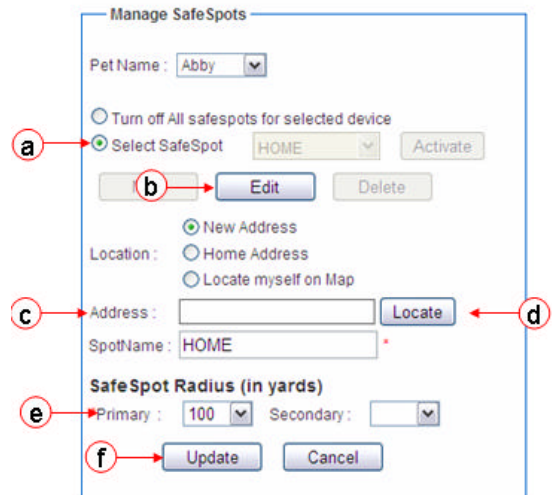
Activate an Existing SafeSpot for a Pet

1. Click on **SafeSpots** in Navigation Bar.
2. In **Manage SafeSpots**:
 - a. Select the **Pet Name** from the drop down list.
 - b. **Select SafeSpot** you want to activate for this pet from the drop down list.
 - c. Click **Activate**.



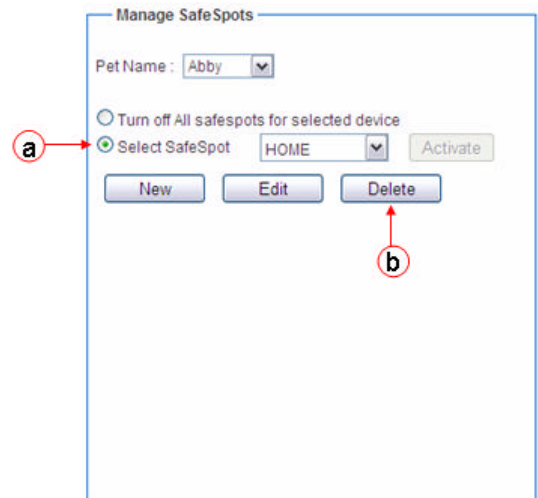
Edit an Existing SafeSpot

1. Click on **SafeSpots** in Navigation Bar.
 - a. In **Manage SafeSpot**, select the **SafeSpot** to be edited from the drop down list.
 - b. Click **Edit**.
 - c. **Edit address information** (same as Creating New SafeSpot).
 - d. Click **Update** to put the edited location on the map.
 - e. Edit the **Radius** as required.
 - f. Click **Save**.



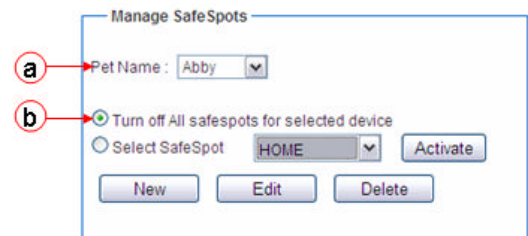
Delete a SafeSpot

1. Click on **SafeSpots** in Navigation Bar.
 - a. In **Manage SafeSpot**, select the **SafeSpot** to be deleted from the drop down list.
 - b. Click **Delete**.
2. Confirm **Yes** to delete or No to cancel.



Turn Off All SafeSpots for a Selected Pet

1. Click on **SafeSpots** in Navigation Bar.
 - a. In **Manage SafeSpot**, select **Pet Name** from the drop down list.
 - b. Select **Turn off All SafeSpots** for selected device.



Preferences

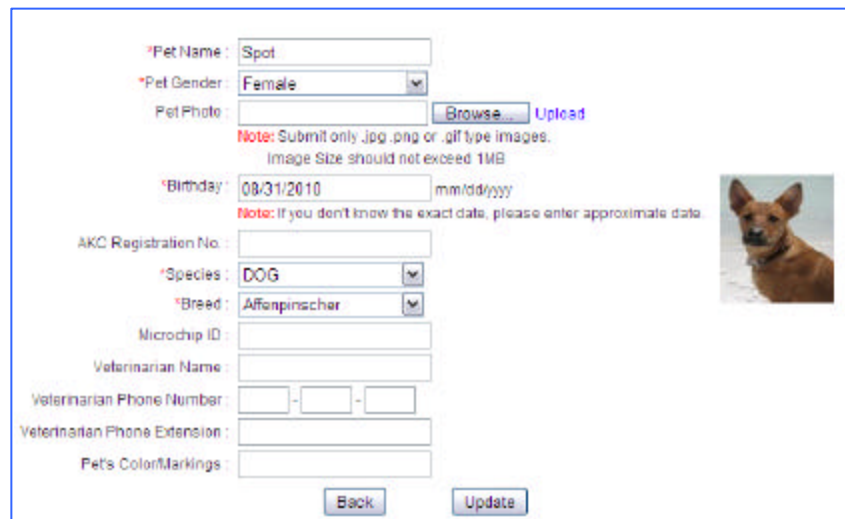
Use Preferences to set and/or edit the settings for your pet's name and your time zone.

Use Preferences to customize the features on your SpotLight GPS Pet Locator for the types of Alerts you will receive and how they are sent to you; the Tracking Mode settings and to create a Custom Tracking Schedule.

Set / Edit Your Pet's Name and other details

1. Click on **Preferences** in Navigation Bar.
 - a. **Select your Pet's Name** from the drop down menu.
 - b. Click **I want to update [pet name]'s details** hyperlink to the right of the drop down list.
2. The pet's details will display.

- a. Enter or edit the **pet name, Birthday, AKC Registration Number, Microchip number, Veterinarian details, and your Pet's Color/Markings.**



The screenshot shows a web form for editing pet details. The fields are as follows:

- *Pet Name:** Text input with "Spot" entered.
- *Pet Gender:** Dropdown menu with "Female" selected.
- Pet Photo:** Text input with "Browse..." and "Upload" buttons. A note below reads: "Note: Submit only .jpg, .png or .gif type images. Image Size should not exceed 1MB".
- *Birthday:** Text input with "08/31/2010" and a date format "mm/dd/yyyy" label. A note below reads: "Note: If you don't know the exact date, please enter approximate date." To the right is a small photo of a brown dog.
- AKC Registration No.:** Text input.
- *Species:** Dropdown menu with "DOG" selected.
- *Breed:** Dropdown menu with "Affenpinscher" selected.
- Microchip ID:** Text input.
- Veterinarian Name:** Text input.
- Veterinarian Phone Number:** Text input with hyphens for area code, number, and extension.
- Veterinarian Phone Extension:** Text input.
- Pet's Color/Markings:** Text input.

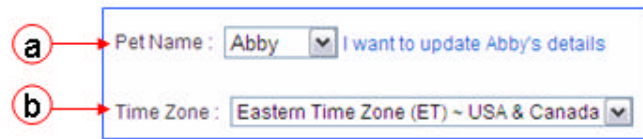
At the bottom of the form are "Back" and "Update" buttons.

- b. Use the drop down lists to select the **Gender, Species and Breed** of your pet.
- c. To **edit your pet's photo** that displays: Click **Browse** to find and select the photo, Click **Upload** to update the photo.
- d. Click **Update** if finished with edits (or Click **Back** to Cancel and return to Preferences).

Set / Edit Your Time Zone

1. Click on **Preferences** in Navigation Bar.

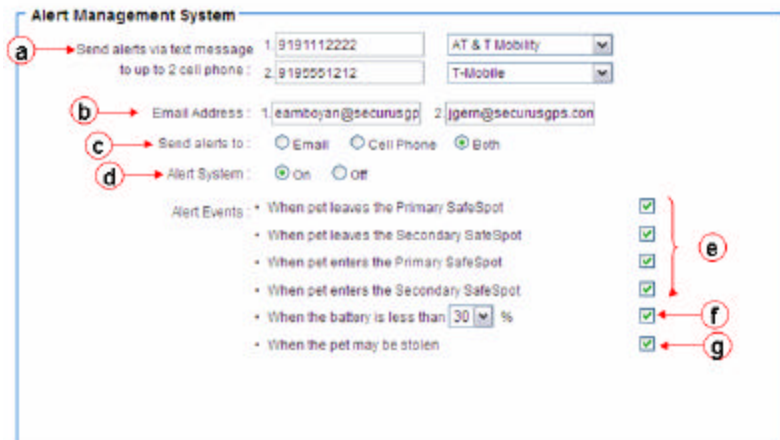
- a. Select Pet Name.
- b. Select **Time Zone** from the drop down list.
- c. Click **Save**.



Set / Edit Options in the Alert Management System

1. Click on **Preferences** in Navigation Bar.
2. Select **Name** from drop down list, in **Alert Management System** edit settings to enable your alerts:

- a. **Send Alerts via Text** – you can enter up to 2 cell phones to send alerts to. Enter the cell phone numbers and select the carrier for each phone number from the drop down list.
- b. **Send Alerts via Email** – enter up to 2 email addresses in the entry fields to send alerts to.



- c. **Send Alerts** – select **Email** to send alerts to email only. Select **Cell Phone** to send alerts to cell phone only. Select **Both** to send alerts to both the email(s) and cell phone(s) entered.
- d. **Alert System – On or Off** – select **On** to turn alerts on; select **Off** to turn alerts off.

Alerts Events:

- e. **Low Battery** – select to receive alerts when the battery level is low (default setting is 30%).
- f. **When the pet may be stolen** – select to receive alerts when the pet may be stolen.
- g. Select **Enters, Leaves or Enters and/or Leaves SafeSpot(s)** to receive alerts when SpotLight moves in and/or out of a SafeSpot.

Select Device Tracking Mode

Your SpotLight GPS Pet Locator has modes of operation that can be selected depending on your specific needs and pet's behaviors. Select the tracking mode that works best for you.

On Demand (Inactive) Mode

In On Demand Mode your SpotLight GPS Pet Locator will be active only when you start tracking. Use this setting to maximize battery life.

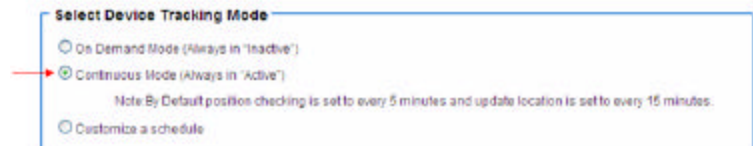
1. Click on **Preferences** in Navigation Bar.
2. Select **Pet Name** in drop down list.
3. In **Select Device Tracking Mode**, select **On Demand Mode**.
4. Click **Save** to save your setting.



Continuous (Active) Mode

In Continuous Mode your SpotLight GPS Pet Locator is always working. Your SpotLight GPS Pet Locator will be working around the clock, 24 hours a day but you can still choose how frequently you want to have the location of your pet reported. The SpotLight GPS Pet Locator will report its location at regular intervals and send you alerts (if they've been set) if your pet has entered or left a SafeSpot.

1. Click on **Preferences** in Navigation Bar.
2. Select **Pet Name** in drop down list.
3. In **Select Device Tracking Mode**, select **Continuous Mode**.
4. Click **Save** to save your setting.



Customize a Schedule

You can customize a schedule to choose when your SpotLight GPS Pet Locator is working during the week. During the days and hours you select your SpotLight GPS Pet Locator will monitor its location. During the days and hours you don't select the SpotLight GPS Pet Locator is in sleep mode and will not send alerts.

1. Click on **Preferences** in Navigation Bar.
2. Select **Pet Name** from drop down list.
3. Select **Customize a Schedule** to create a monitoring schedule.
 - a. Put a check mark in the box to the right of the day to select the **Full day**.
 - b. Select **certain hours** within days to have the SpotLight GPS Pet Locator monitor only during specific times.
 - c. Select **Save** to save the schedule.

The schedule in the figure below shows a schedule that is monitoring all day on Sundays and Saturdays; between the hours of 8AM and 6PM on Monday, Tuesday, Thursday, and Friday and between the hours of 6AM and 8PM on Wednesdays.

Select Device Tracking Mode

On Demand Mode (Always in "Inactive")
 Continuous Mode (Always in "Active")
Note: By Default position checking is set to every 5 minutes and update location is set to every 15 minutes.
 Customize a schedule

Customize Schedule

Day/Time	Full day	12	1	2	3	4	5	6	7	8	9	10	11	Noon	1	2	3	4	5	6	7	8	9	10	11
Sun	<input checked="" type="checkbox"/>																								
Mon	<input type="checkbox"/>																								
Tue	<input type="checkbox"/>																								
Wed	<input type="checkbox"/>																								
Thur	<input type="checkbox"/>																								
Fri	<input type="checkbox"/>																								
Sat	<input checked="" type="checkbox"/>																								

Note: By Default position checking is set to every 5 minutes and update location is set to every 15 minutes.

Powering On SpotLight GPS Pet Locator

Once you have configured your SafeSpot(s), set and saved your Preferences and have a fully charged battery, you are ready to turn on the SpotLight GPS Pet Locator!

For best results, place the pet locator outdoors in a clear area before attempting to turn it on.

Power On SpotLight

Press and hold the Power Button for 4 full seconds to power on the locator. The light under the battery symbol will flash red informing you that your SpotLight GPS Pet Locator has successfully turned on.

Connecting to Cellular Service

Immediately upon powering on, the SpotLight GPS Pet Locator will attempt to connect to the cellular network. The Green light will flash quickly while the connection attempts are made and then when the device has successfully connected the Green light will flash slowly.

Please note, based on cellular conditions, it can take up to 5 minutes for the device to successfully connect. If the device has difficulty connecting and you are in a good cellular coverage area, go outdoors as buildings can significantly degrade the strength of the cellular signal.

Connecting to Satellite

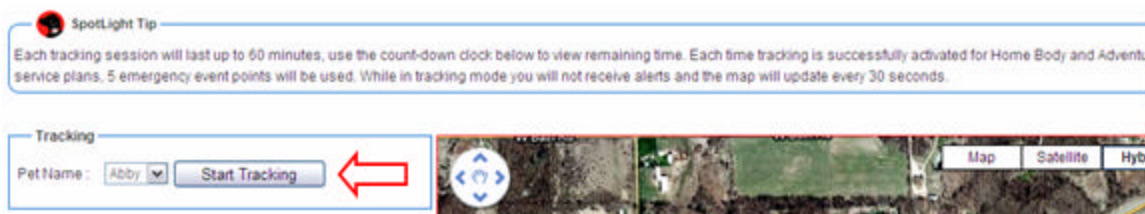
The device must be connected to a satellite to determine its current location. Sometimes the device will connect to the satellite indoors, especially if it is near a window or exterior wall. However, for best results, make sure the device is outdoors and in a clear area.

Once the device has connected to the cellular network and GPS satellite, you can send commands to the device and track your pet's location via the web interface.

Tracking Your Pet

Track Using the Tracking Page

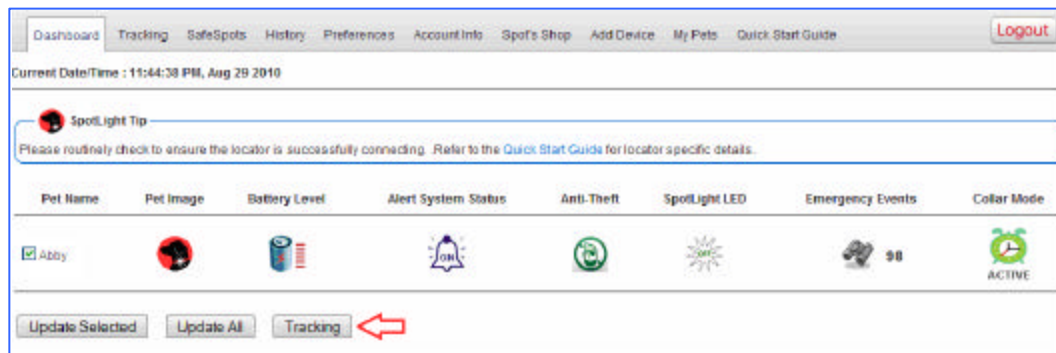
1. Click on **Tracking** in Navigation Bar.
2. Select **Pet Name** from the drop down list and click **Start Tracking**.



3. The location of your SpotLight GPS Pet Locator will be centered on the map.
4. Use Turn by Turn driving directions to find your pet.

Track Using the Dashboard

1. **Select Pet** on the Dashboard and click the **Tracking** button located above the map.



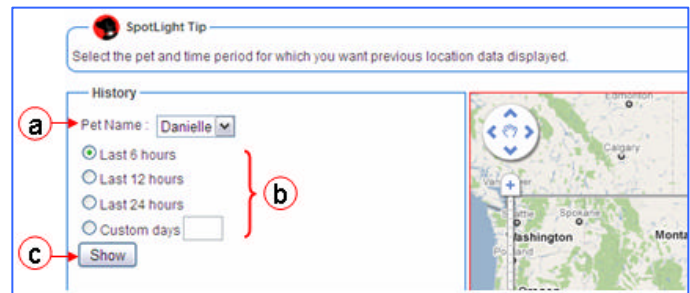
2. The location of your SpotLight GPS Pet Locator will be centered on the map.
3. Use Turn by Turn driving directions to find your pet.

Track Using American Kennel Club Companion Animal Recovery Services

1. **Call 1.888.DOG.LOC8** to contact AKC CAR. They will ask you for your name and / or your PAW tag ID and then assist you with tracking your pet.

History

1. Click on **History** in Navigation Bar.
 - a. Select **Pet Name** in drop down list.
 - b. Select **time frame** (e.g. Last 6 hours, Last 12 hours, Last 24 hours, or enter Custom days (up to 7 days) for which to show history).
 - c. Click **Show**.



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Troubleshooting

SpotLight not powering on	Battery has no charge.	Charge the battery.
	On/Off Button not held long enough.	Press and hold the On/Off button for a full 4 seconds to turn on locator.
SpotLight not getting cellular connection	May be caused by interference from nearby objects and/or buildings.	If SpotLight device is indoors, move outdoors to a clear area and power on your SpotLight GPS Pet Locator again.
	No coverage.	Try again later after pet moves into coverage area or check the service coverage map at: http://www.spotlightgps.com/gps-pet-tracking/coverage-map.aspx
SpotLight not getting satellite connection	May be caused by interference from nearby objects/building.	If SpotLight device is indoors, move outdoors to a clear area and power on your SpotLight GPS Pet Locator again.
No Alerts received	Alert System is off.	Turn Alert System On and confirm Alert System Status light flashes green once every 5 seconds.
	Preferences are not set.	Make sure alerts are selected in Preferences and that settings are saved.
	No SafeSpot or Wrong SafeSpot is Activated.	Check SafeSpot settings.
	No Cellular Connection.	See above.
	No Satellite Connection.	See above.
False Alerts Received	SafeSpot boundaries are set too close or device is used indoors with insufficient satellite signals.	Move the SafeSpot or extend the radius if your pet spends a lot of time on the edge of your SafeSpot to account for GPS signal error.