



T2Parking CITIES

Assign Distributors

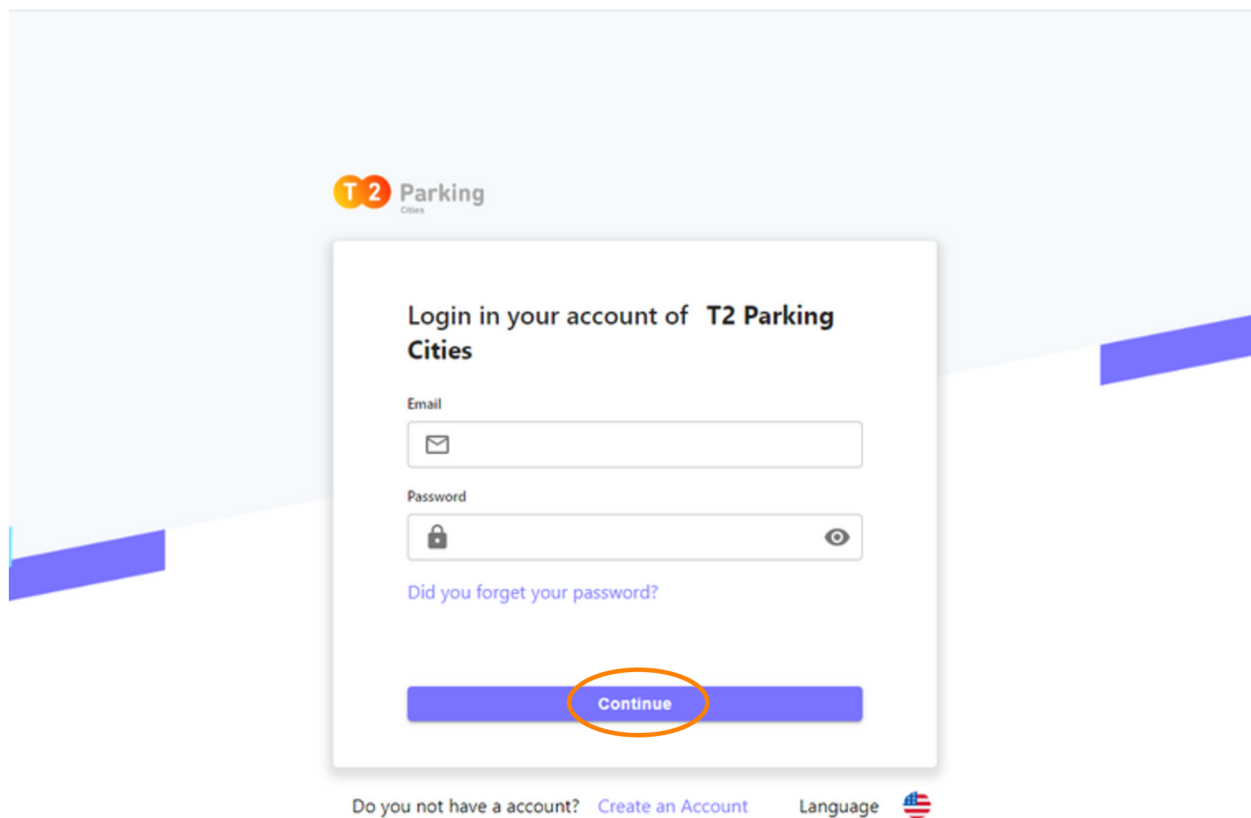


Step-by-Step Guide to Assign Distributors

In this tutorial, we will show you how to use the T2Parking Cities app to create distributors. Here you will enter the platform that defines commissions and grants access permissions to the distributor, allowing them to sell metered parking spaces in your city.

1

Go to the T2Parking Cities portal. Fill in the fields with your credentials and press "Continue".



T2 Parking
Cities


Login in your account of **T2 Parking Cities**

Email

Password

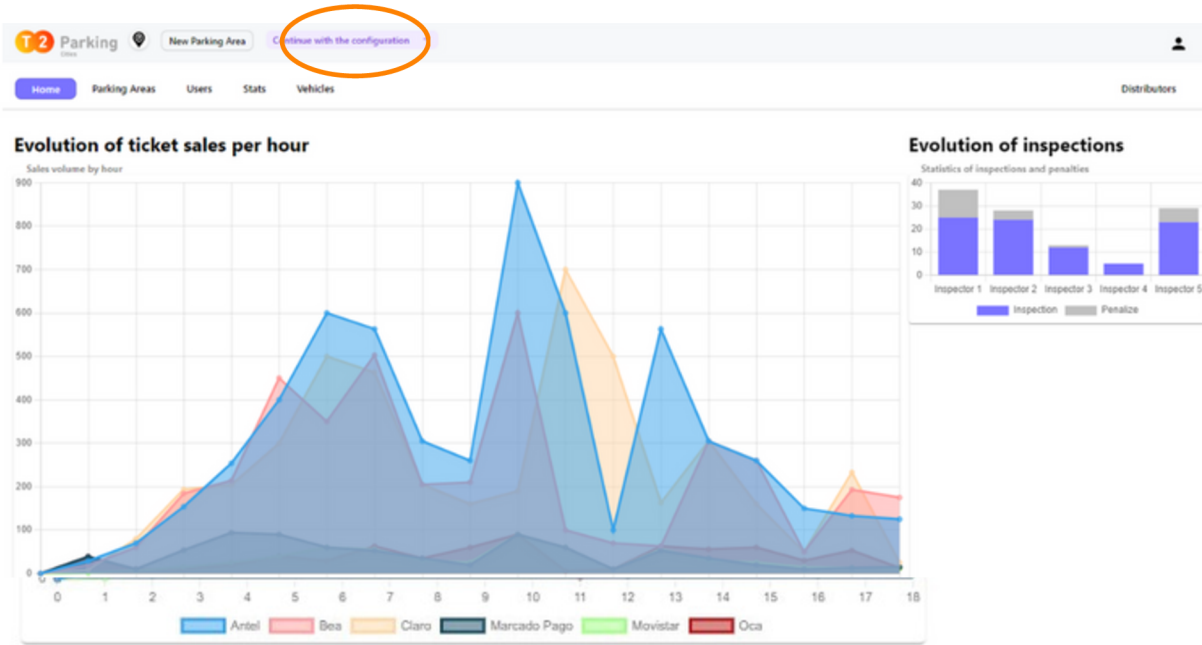
Did you forget your password?

Continue

Do you not have a account? [Create an Account](#) Language 

2

On the homepage, you will see important data for managing your Parking Areas, such as relevant statistics and charts for administering the city's metered parking. To assign distributors, the first thing you need to do is unlock this option in settings. Press "Settings".



3

Within Settings, press the "Distributors" option in the vertical submenu on the left. In the section, enable the option "Allow sales portal for distributors".



4

Then press "Confirm".

1 Fleets

2 Payment Methods

3 Messaging Channels

4 **Distributors**

5 ...

Previous

Exit

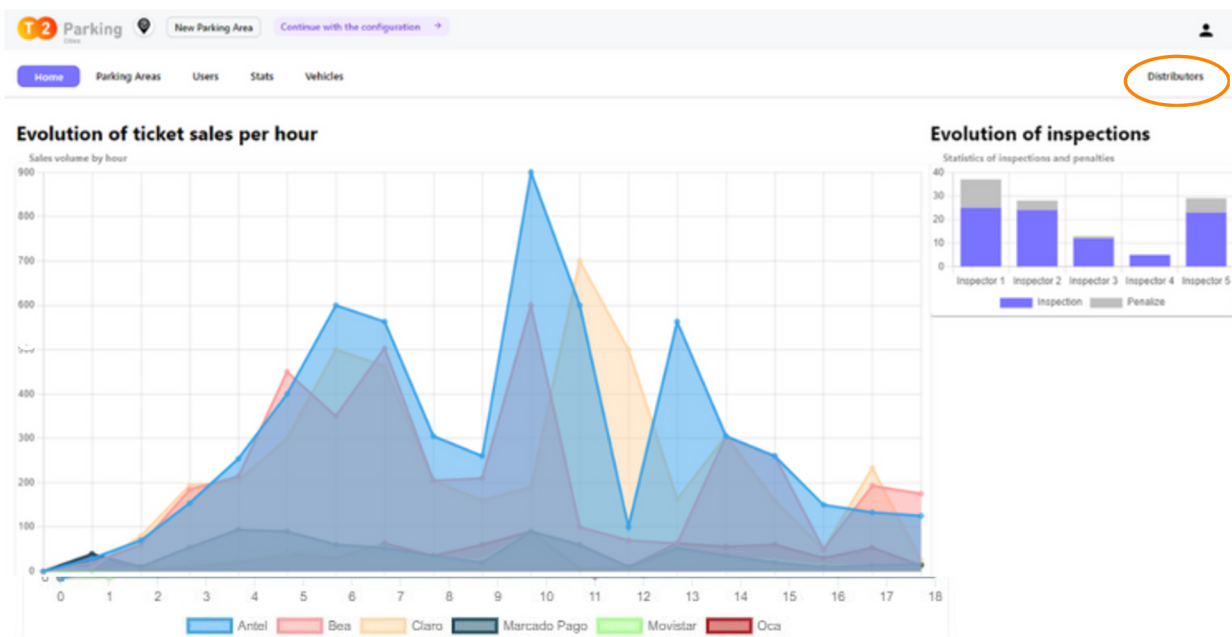
Distributors

Allow the sales portal for distributors

Continue

5

Now you will see that the "Distributors" option has been enabled in the horizontal menu on the right. Press "Distributors".



6

In the Distributors section, you will see a list of your distributors. To assign a distributor, press the "Create Distributor" button in the top right corner.

<input type="checkbox"/>	NAME ↑	TAX ID	EMAIL	ADDRESS	COMMISSION	CREATION
<input type="checkbox"/>	Rafael Miranda	21971001381	michellerodriguezhubspot@gmail.com	Av. de Palmas	13 %	May 31st 2024, 3:13:35 pm

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A window will appear where you must complete the requested data: distributor's name, business name, description, email, address, and tax ID. In the "Commission Type" section, you will configure the payment type agreed with your distributor. If a fixed amount has been agreed upon, you can choose monthly or per ticket.

Distributor Information

Distributors name

Distributors real name

Distributors description

Email of distributor

Address of distributor

Tax ID of distributor

Commission Types

FIXED PERCENTAGE

Commission by:

BY MONTH BY TICKET

Commission

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If the agreement with the distributor involves percentages, this will also be included in the system.

Distributor Information

Distributors name

Distributors real name

Distributors description

Email of distributor

Address of distributor

Tax ID of distributor

Commission Types

FIXED PERCENTAGE

Commission

Cancel

Create

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You will see a list of distributors displayed. To assign permissions to a distributor, select them, and press on the eye icon.

The screenshot shows the 'Distributors' page in the T2 Parking Cities application. The page has a navigation bar with 'Home', 'Parking Areas', 'Users', 'Stats', and 'Vehicles'. A 'Distributors' button is in the top right. The main content area is titled 'Distributors' and includes a '+ Create distributor' button. Below this, there is a section for '1 selected' with an eye icon circled in orange. A table lists the distributor details:

<input checked="" type="checkbox"/>	NAME ↑	TAX ID	EMAIL	ADDRESS	COMMISSION	CREATION
<input checked="" type="checkbox"/>	Rafael Miranda	21971001381	michellerodriguezhubspot@gmail.com	Av. de Palmas	13 %	May 31st 2024, 3:13:35 pm

At the bottom, there is a pagination control showing 'Rows per page 10', '1-1 of 1', and navigation arrows.

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Entering the distributor information page, you will see the agreement details and distributor data. You can edit any of them by pressing the "Edit" button. Now, to assign a user, press "New Distribution Officer".

The screenshot shows the 'Detail Distributor' page in the T2 Parking Cities application. The page has a navigation bar with 'Home', 'Parking Areas', 'Users', 'Stats', and 'Vehicles'. A 'Distributors' button is in the top right. The main content area is titled 'Detail Distributor' and shows the following details:

NAME	Rafael Miranda
TAX ID	21971001381
EMAIL	michellerodriguezhubspot@gmail.com
ADDRESS	Av. de Palmas
COMMISSION	13 %
CREATION	May 31st 2024, 3:13:35 pm

Below the details, there is a section for 'Users' with a '+ Nuevo usuario' button circled in orange. A table lists the users:

<input type="checkbox"/>	NAME ↑	EMAIL	CREATION
<input type="checkbox"/>	Bruno	bruno@gmail.com	May 31st 2024, 3:17:20 pm
<input type="checkbox"/>	Miriam	michellerodriguezhubspot@gmail.com	May 31st 2024, 3:16:29 pm

At the bottom, there is a pagination control showing 'Rows per page 5', '1-2 of 2', and navigation arrows.

11

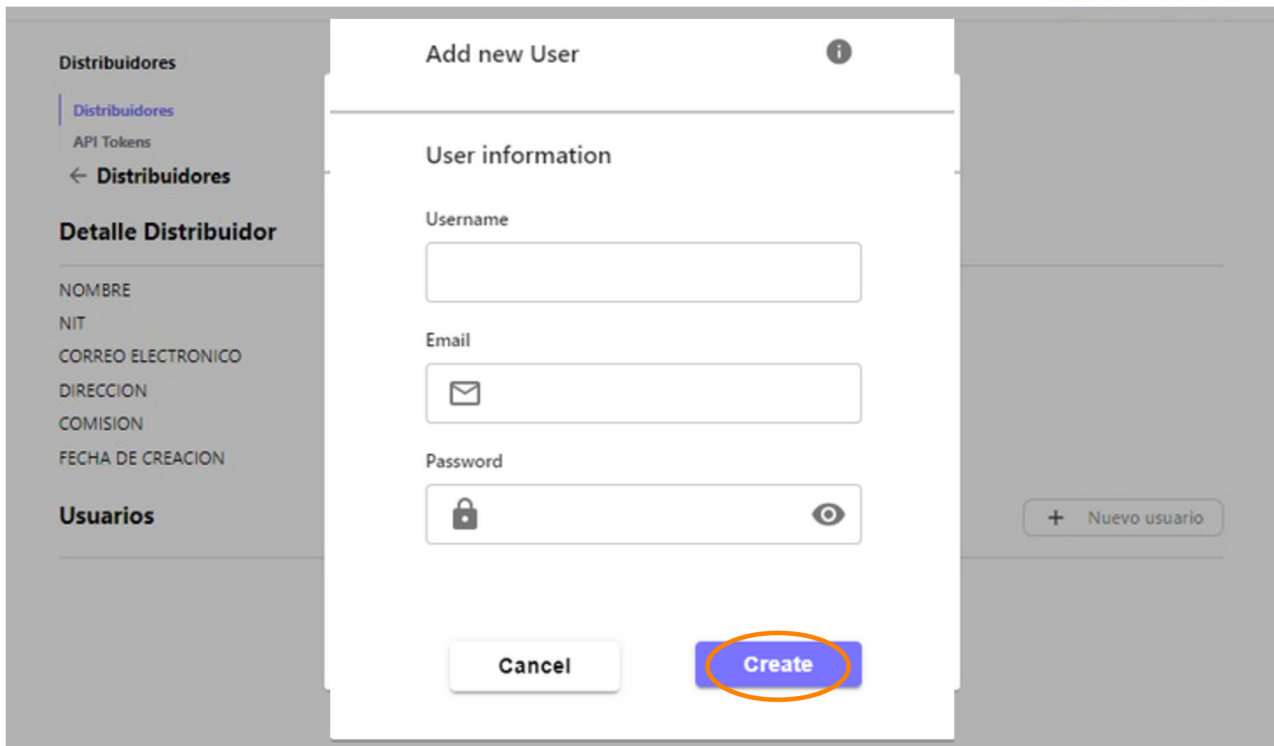
This pop-up window will appear. Complete the data of the distributor's officer who will be in charge of managing the metered parking sales procedures. Assign a password to this user. They will receive an email informing them of their login password.



The screenshot shows a mobile application interface. On the left is a sidebar menu with the following items: 'Detalle Distribuidor' (selected), 'NOMBRE', 'NIT', 'CORREO ELECTRONICO', 'DIRECCION', 'COMISION', 'FECHA DE CREACION', and 'Usuarios'. The main content area is titled 'Informacion del usuario' and contains three input fields: 'Nombre del usuario', 'Correo electrónico' (with an envelope icon), and 'Contraseña' (with a lock icon and a visibility toggle). At the bottom of this form are two buttons: 'Cancelar' and 'Crear'. To the right of the main form is a separate grey panel with a button labeled '+ Nuevo usuario'.

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Press "Create". From now on, the assigned officer will be able to access the T2Parking sales platform for distributors with sales permissions for the parking area under their administration.

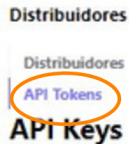


This screenshot shows the same application interface as above, but with a white pop-up window titled 'Add new User' overlaid in the center. The pop-up contains the same 'User information' form with fields for 'Username', 'Email', and 'Password'. At the bottom of the pop-up are 'Cancel' and 'Create' buttons. The 'Create' button is highlighted with a red circle. In the background, the sidebar menu and the '+ Nuevo usuario' button are visible but dimmed.

Assign API Permissions to Distributors

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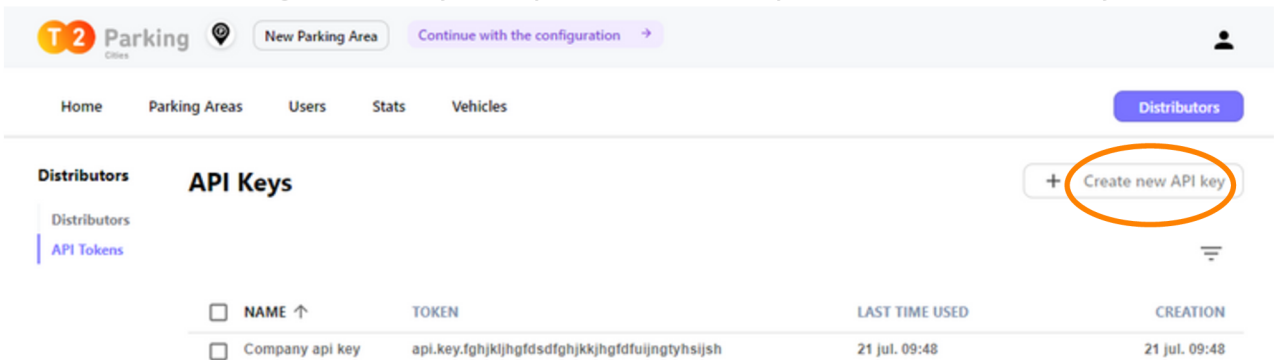
For more technologically advanced distributors, we offer an API to integrate the T2Parking system and use sales services using their own customized graphical interface.



+ Create new API key

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Here you will see the list of API keys that have already been created for your parking area. To assign an API key to a specific distributor, press "Create new API key".



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Assign a name to the API key, the company's name, and the variety of permissions agreed with your distributor. Press "Create key".



Create API key

API key name

Assign company

TYPES OF RESOURCES

PERMISSIONS

All resources	None	Reading	Writing
Test resource	None	Reading	Writing
Test resource 1	None	Reading	Writing
Test resource 2	None	Reading	Writing
Test resource 3	None	Reading	Writing

Cancel

Create Key