

Step 1: Install and charge the battery

1. Open the Battery Cover and Insert the Battery.



2. Plug in USB cable and charge it for 3 hrs until the green power LED goes off.

Step 2: Start Mileage logging

1. Mount or place Q1000XT in the car.
2. Switch on Q1000XT to Log mode
3. Confirm GPS position is fixed



4. Start logging your mileage data

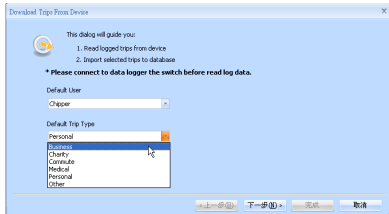
Step 3: Install QMileage™ Software

Please go to Qstarz website (<http://www.qstarz.com/download.php>), and select GPS Travel Recorder > BT-Q1000XTM and download the QMileage software.

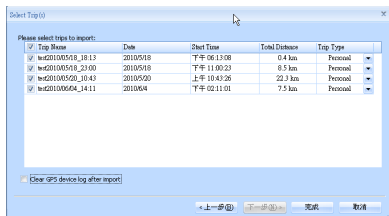
Users have to input product key at the first time of use. The product key is located on the Qstarz Warranty Card.

Step 4: Import Data from Q1000XT

1. Switch on the device and Connect to PC
2. Open QMileage and Perform "Import Wizard"
3. Select your Trip Type of imported data

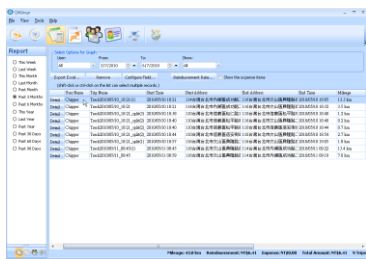


4. Select tracks to import

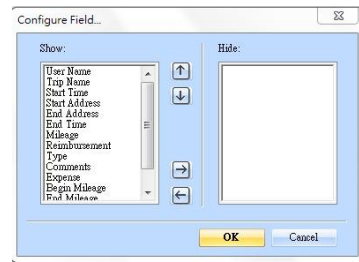


Step 5: Switch to Report View

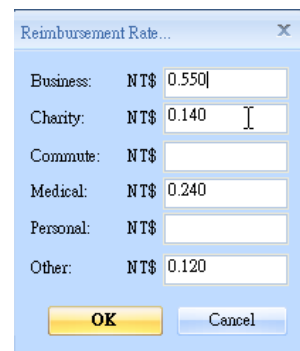
1. The Report summary can be customized & filtered by the following criteria: "User", "Start Date", "End Date" and "Trip type"



2. Click on "Configured Field" to customize report field. In the configured field, select the categories you want to display or hide in the report.

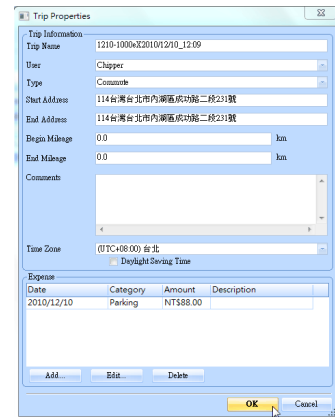


3. Click on "Reimbursement Rate" to change the reimbursement rate according to government tax law or company regulation.



Step 6: Switch to Trip Details View

1. Select any track file in the trip details section to view its details
2. The Tracks are editable to modify to the exact address if necessary.



Step 7: Export to Excel file

- In Report View: Click on "Export Excel" to export the mileage report to Excel file for advance editing.

