JourneyMate

How to – use the Garmin InReach Mini, to start, check-in, and check-out of your Activity.

Assumptions

1. Your Activity has been recorded in JourneyMate and is sitting at **Status: Planned**.

2. The unique **IMEI Number** of your Garmin InReach Mini – e.g. 300434034508820 – is recorded against the **Garmin-InReach GPS device number:** field for that Activity.

Note: The IMEI Number can be found via the unit's main menu > **Setup** > **About This Device** …

---

3. You have clear sight of the sky (to ensure a satellite signal is achievable).

4. You will follow the sequence: **Starting my activity*** then **Checking-in** (as many times as required), and finally **Checking-out**.

---

* Warning!   **IF** your Team members *share* the one Garmin InReach Mini unit, then many Planned Activities may have the one contact IMEI Number recorded against them.

If whoever's carrying the unit clicks **Start Activity**, JourneyMate will "start" whichever of those Planned Activities has *the lowest Activity ID number*. **This may *not* be 'your' Activity**.

You can **avoid** this problem, if you (or someone on your behalf) uses the **JourneyMate app** (not the Garmin unit) to call up your specific Activity, then **Start Activity**.

The Garmin carrier can *then* use the **Check-in** button (as many times as needed), and complete that Activity via the **Check-out** button.

Step	Garmin	Action
1. Start the unit.		Press the **On** button (top of unit).

Confirm it is working …		The screen confirms it is on.

Activate the menu …		Press the **OK** button (on the side of the unit).

Press the **OK** button (on the side of the unit).

Note: *press the* **Back** *button (immediately beneath the* **OK** *button) to go 'back' one menu level at any time, if required.*

Activate the options …		The Main menu appears.

The Main menu appears.

Send Preset is selected.

Press the **OK** button.

Pre-set options include

Starting my activity.
(used once).

Checking in.
(used as often as agreed)

and

Checking out.
(used once)

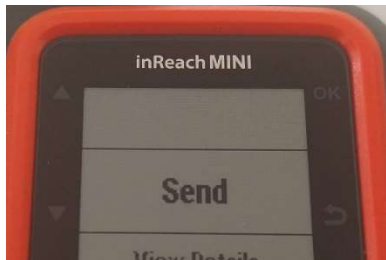|		
Cycle through the pre-set options … select the one of interest.		Press the arrow keys (side of the unit) to select the option you want …
Confirm your choice …		Your selection is the one in the **larger bold font** …
Action that choice.		Click **OK**.
Confirm that you want that message sent …		With **Send** showing, click the **OK** button again.

Note that
your selected
pre-set
message has
been sent

If your choice had been
Starting my activity
then your confirmation
message would look as
shown.