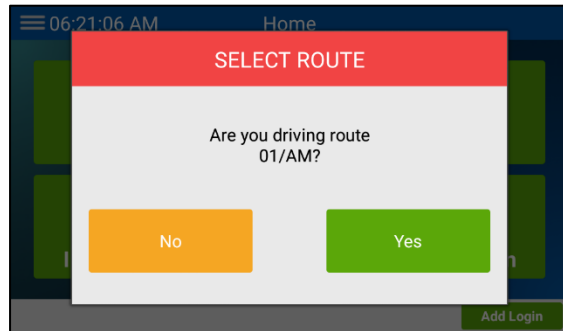


IF YOU ARE RUNNING THE ROUTE ASSOCIATED WITH YOUR VEHICLE:

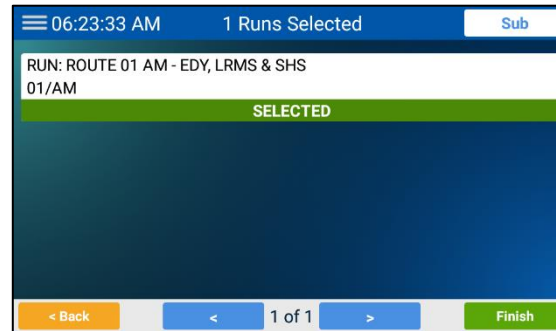
After logging in, you will be asked if you want to run the route associated with your MDT.



1.) Tap Yes.

The Runs Selected screen will appear, with the runs for your route preselected.

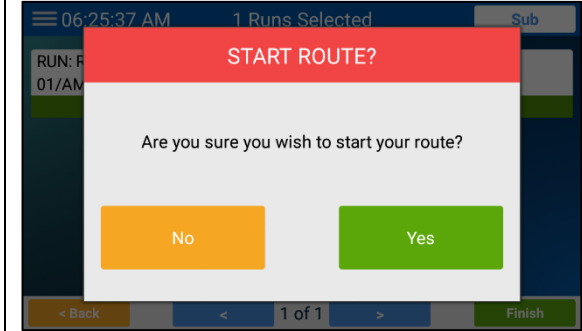
2.) If you need to remove a run from the list, tap it to deselect it.



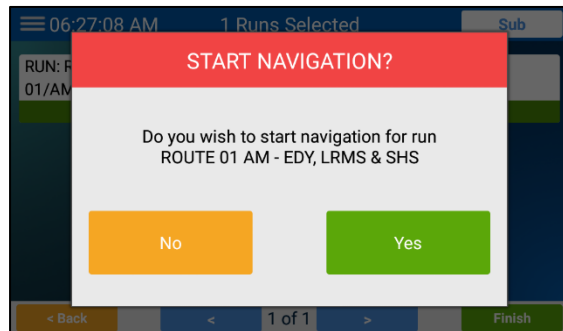
3.) If the runs are correct, tap Finish.

A confirmation dialog box will appear.

4.) Tap Yes to proceed or No to make changes.

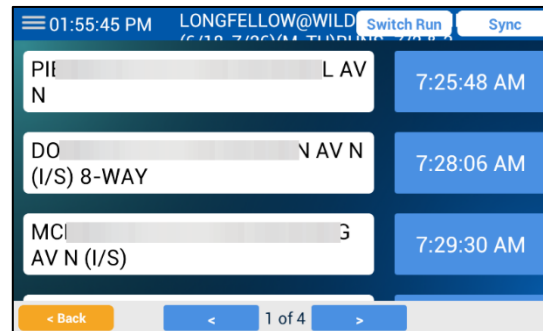


If you have Navigation, a dialog box will appear, asking if you want to start it.

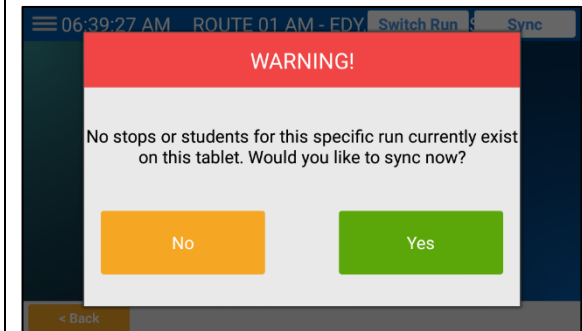


When you tap Yes, you'll go into navigating your route.

If you don't have Navigation, you'll go right into the Stops list and begin your service.

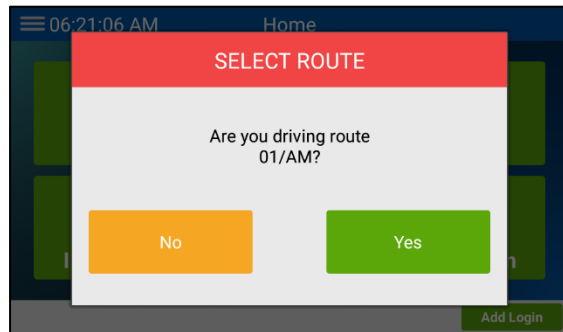


5.) If you are prompted to sync the stops and students, tap Yes.



IF YOU ARE NOT RUNNING THE ROUTE ASSOCIATED WITH YOUR VEHICLE:

After logging in, you will be asked if you want to run the route associated with your vehicle.



1.) Tap No. A dialog box asking if you want to run a route will appear.

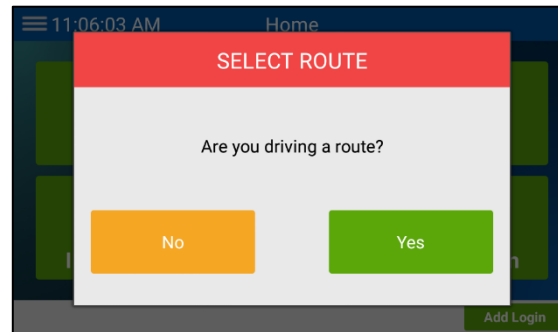
5.) Tap the run(s) you will be performing. “Unselected” will become “Selected” for each.



6.) Tap Continue.

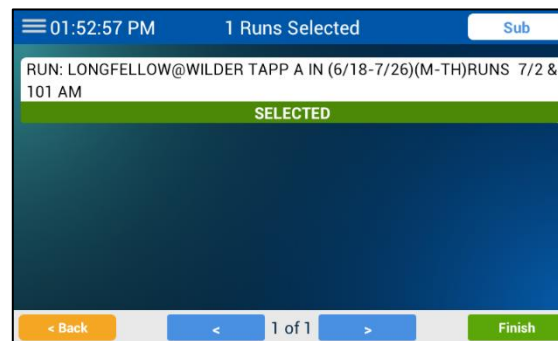
(IF NO ROUTE IS ASSOCIATED WITH YOUR VEHICLE, after logging in, the following dialog box will appear, and you can start here.)

2.) Tap Yes.



The Select Route screen will appear.

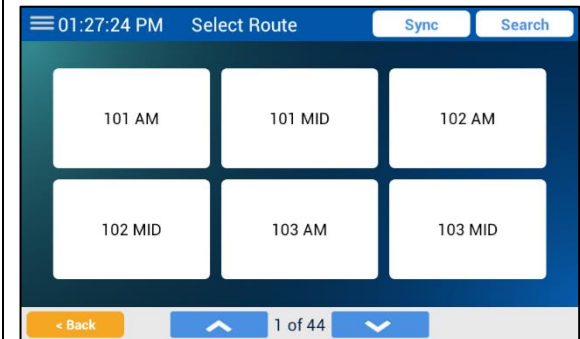
The number of runs you selected will appear in the title bar.



7.) Review your selections and tap Finish.

3.) Tap the route you are performing.

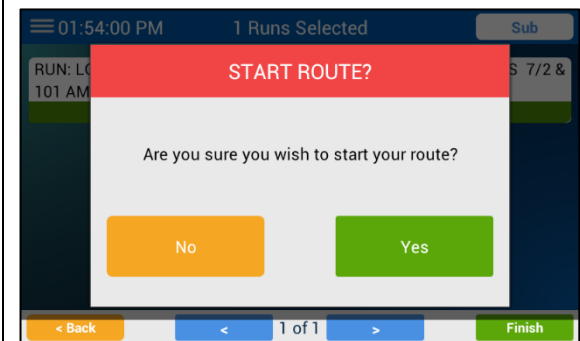
4.) If you are prompted to sync at any time during this procedure, do so as needed.



The Select Run(s) screen will appear.

A confirmation dialog box will appear.

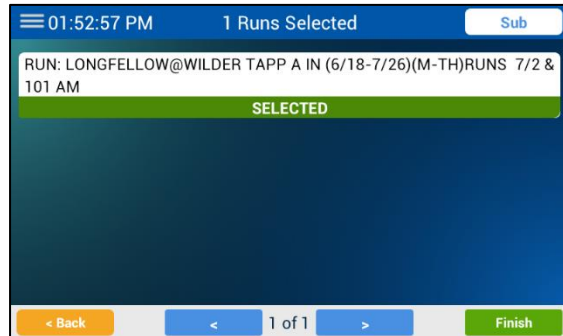
8.) Tap Yes to proceed or No to make changes.



You'll go to Navigation or the Stops list, per your setup.

ADDING A RUN: If you are substituting for another driver and need to add a route/run to your list of runs, start your route as shown earlier.

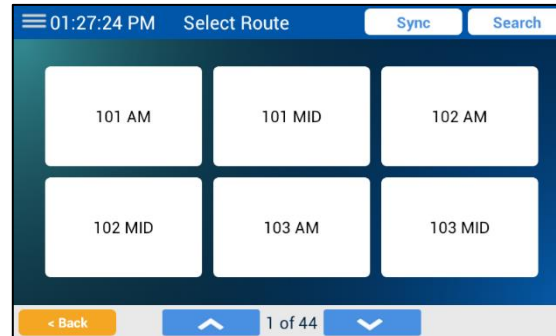
1.) On the X Runs Selected screen, tap Sub.



2.) If you are prompted to sync at any time during this procedure, do so as needed.

The Select Route screen will appear.

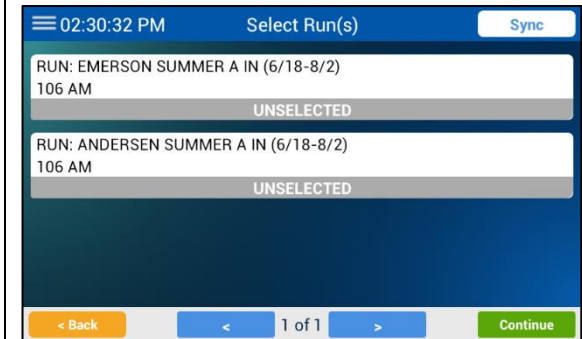
3.) Tap the route containing the run(s).



The Select Runs screen will appear.

4.) Select the runs you need to add.

5.) Tap Continue.



You'll be returned to the X Runs Selected screen.

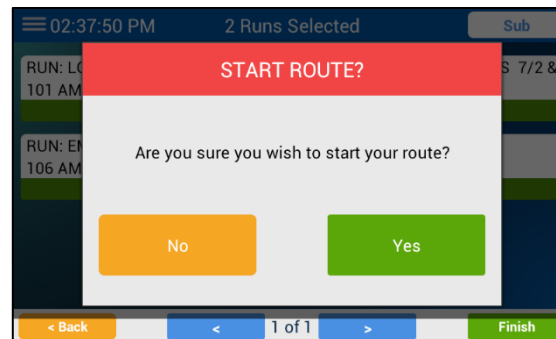
6.) You can see the substitute run(s) at the bottom of your usual runs list.



7.) If the runs are correct, tap Finish.

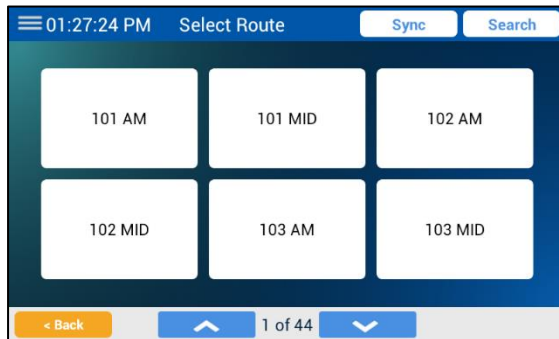
A confirmation dialog box will appear.

8.) Tap Yes to proceed or No to make changes.



You'll go to Navigation or the Stops list, per your setup.

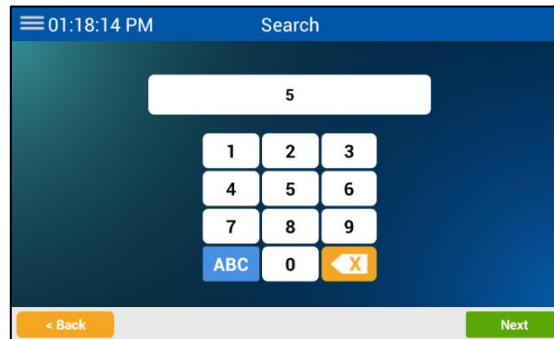
SEARCHING FOR A ROUTE: To search for a route, begin on the Select Route screen.



1.) Tap Search at the top of the screen.

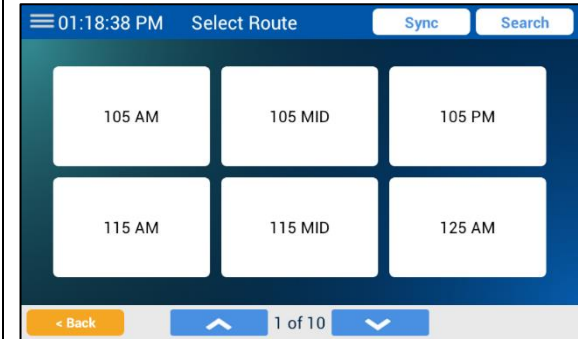
The Search keypad will appear.

2.) Tap the keys to enter the route number, or just part of it. (Press ABC to enter letters.)



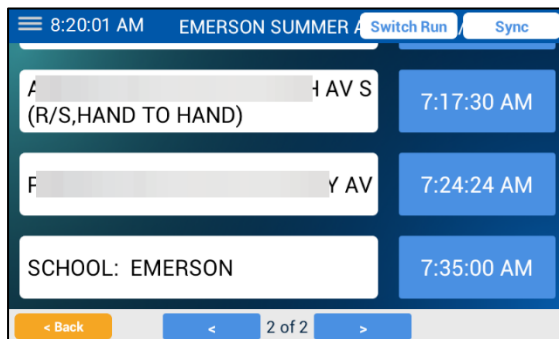
3.) Tap Next.

The Select Route screen will display only routes that match your search. (You can use the down arrow to view additional routes.)



SWITCHING RUNS: When you reach the end of a run (such as when you've arrived at the school), you'll need to switch runs. If you're in Navigation, start with step 8 in the "Using Navigation" handout to do so.

If you're in the Stops list, follow these steps.



1.) Tap Switch Run at the top of the screen.

The Switch Run screen will appear.

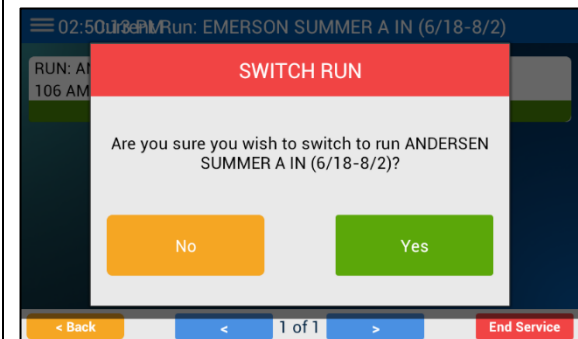
2.) Tap Switch Run for the next run you need to perform.



A confirmation dialog box will appear.

3.) Tap Yes.

4.) If you are prompted to sync, tap Yes.



ENDING SERVICE: 1.) Tap Switch Run at the top of the Stops list.

The Switch Run screen will appear.



2.) Tap End Service at the bottom right.

A confirmation dialog box will appear.

3.) Tap Yes.

