

Quick Start Guide for Drivers

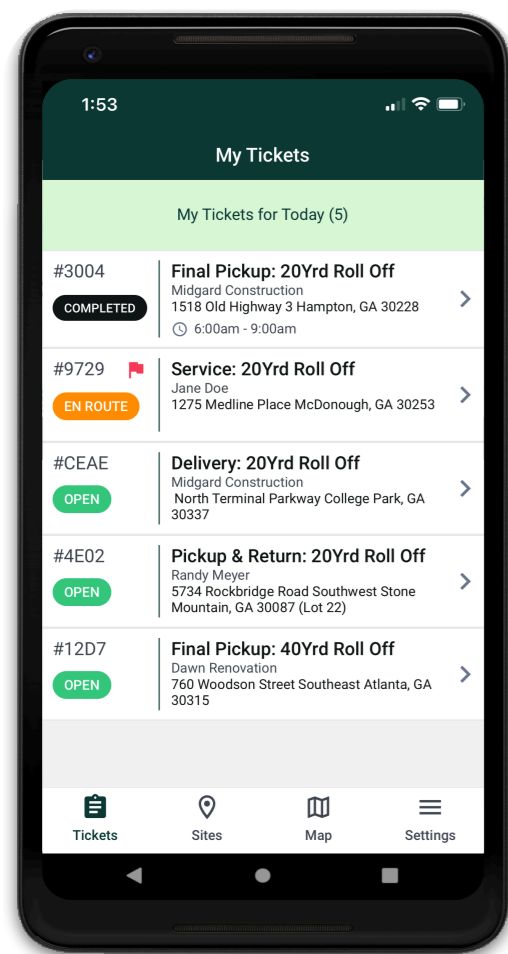
Welcome to the new mobile application. Please review the following instructions to install and begin using the new app.

1 Install the App
 Search for **Dispatcher.com** in the App Store or on Google Play and download the app. Or, go to app.dispatcher.com and click the link for your device type.

2 Log In With Your Email & Password
 Use the email and password provided to you by your admin when they set up your user account.

3 Enable Location Tracking
 Click the **Settings** tab in the bottom navigation and make sure the Location Tracking toggle is set to on (it should be green). You may be prompted to update your device settings.

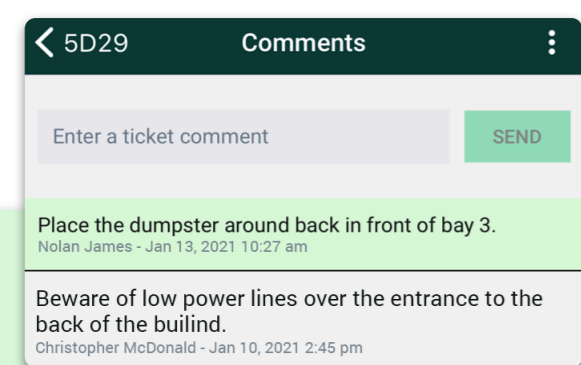
Key Features



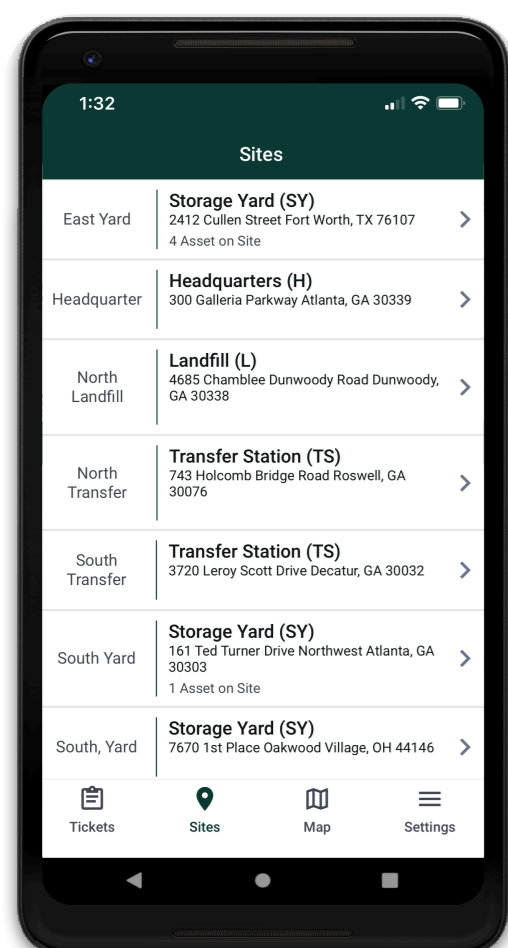
Ticket List
 View your tickets for today and complete them in the order they are listed. Click on each ticket to view the details.

Adding Images
 Tap the Images link to take and upload photos to the ticket.

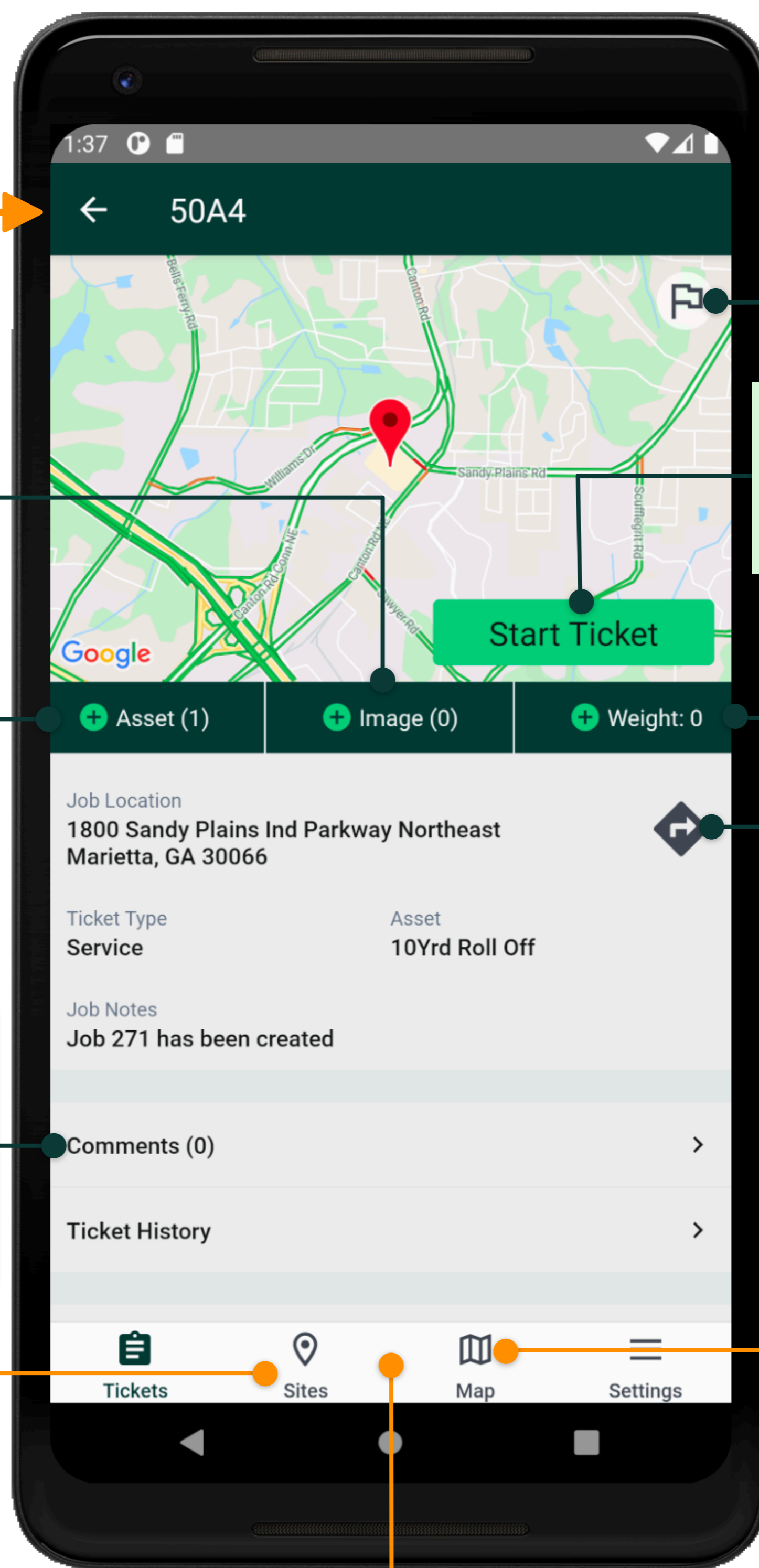
Adding and Removing Assets
 Tap the Assets link to add or remove assets from any job or site.



Comments
 As a default, you can view all comments associated with the location or job that previous drivers or dispatchers made. Filter down to the ticket-level comments by tapping the three dots at the top.



Sites
 Tap here if you need to navigate to a site or assign an asset to a site like a container yard.



Flag a Ticket
 Tap the flag icon to indicate an issue or to call attention to the ticket.

Update Status
 When you're ready to start the job, tap "Start Ticket" to indicate you are en route. Once you're finished, tap "Complete Ticket."

Enter Weight
 Tap the "Weight" link to add the weight of the dumpster to the ticket.

Get Where You Need to Go
 Tap the navigation icon to open up turn-by-turn directions in the mapping app of your choice (Google Maps or Apple Maps).

Map
 View where assets and sites are in comparison to your current location.

Navigating the App
 Access your most used pages in the bottom navigation. For all other actions, click on the the settings option.

