

# Get Started With USER GUIDE BOOK













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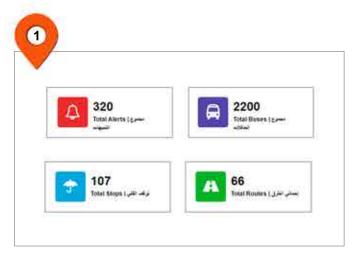
### **Log Into Dashboard**

When you log into the system, the Dashboard screen open up with several management options. A dashboard itself is "an easy to read, often single page, real-time user interface, showing a graphical presentation of the current status and work as an indicators to enable instantaneous and informed decisions to be made at a glance. You will get complete analytics/records of your company's buses etc you have added. Each report can be moved and/or resized to suit your preferences.

The dashboard screen will appear infront of you in this form.



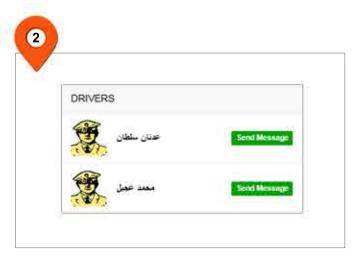
## **Dashboard Page Detail**



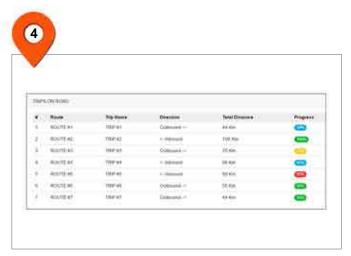
On dashboard, you will get the static sum of total alerts, number of total buses, stops and routes you have added.



The monthly based analytical reports of your bus trips, routes etc will appear on the dashboard.



At the right side bar through dashboard, you can simply & easily send a direct message to your drivers added in your list.



At the bottom of the page, you will get a complete report and progress of road trips.

### Menu Bar

At the top of the page when you log into the system, The menu bar on each page will have the following links.





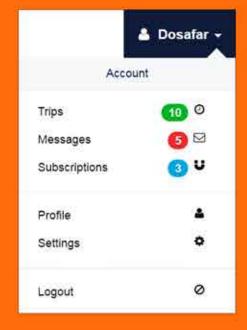








**Notifications** 



**Personal Navigation** 

### **Administration**

For making your data easily done and more meticulous dosafar categorize into two dominant options ADMINISTRATION and DATA PLANNER.

ADMINISTRATION passage has power to enter the fundamental information practically any function, the authority is giving to user by its company and drivers. ADMINISTRATION has authority to command generallythe settings and supervise the data of any service and agency which are listed in simple.

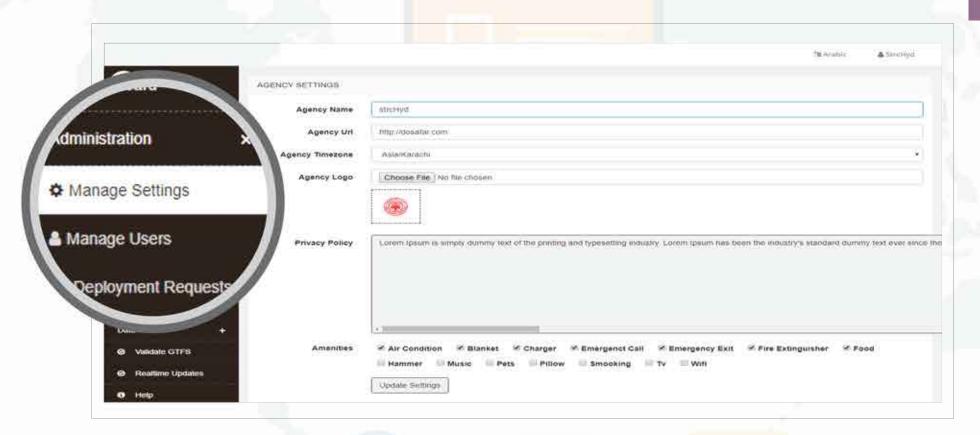


## Manage Agency Settings

Here you can enter the data of any agency that your company or oraganization going to run on roads and make a complete record of their systematic process in which they can control all the frame work.

# The Better Way Of Managing Settings

Start managing all your superintendents settings simply and effectively. When you will click on "Manage settings" option from the side bar section, the screen below will appear on your computer. In that you can add all your superintendents details. You can add multiple superintendent as your preferences.



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# **Steps For Managing Settings**



After clicking "manage settings" button the screen with required fields will appear, you have to add the agency name, add agency Url, agency timezone, agency logo and the privacy policy of your company as your preferences.



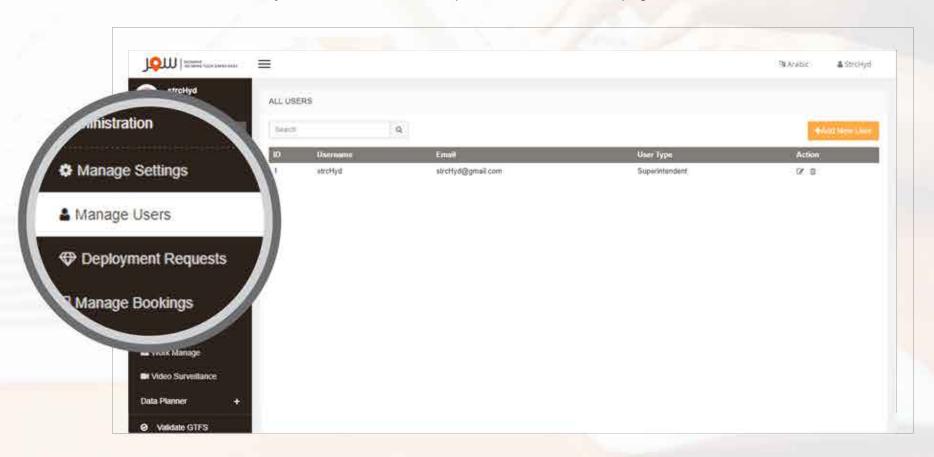


## Manage User

Manage User is a panel you can manage, add and edit your multiple users simple and easy by following some simple steps.

## Simple Management Of Superintendent Details

The next simple and easy step to follow is manage user, when you will select the "Manage User" option from the left side bar, this screen shown below will appear in front of you. To add superintendent details you have to follow the steps directed on the next page.



# **Steps For Managing User**



#### + Add New User

To add new user, the first step is to click this button placed at the top of right side.



#### Add User

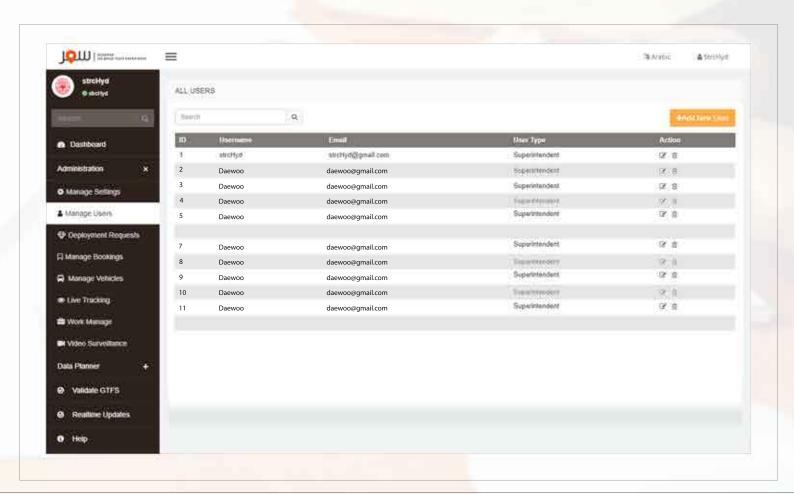
To save your user's details click on "Add User" and make your suprientendent details save.



After clicking to add new user, this page will be next step in which you have to type the name and other details.

## View, Edit & Delete Stops

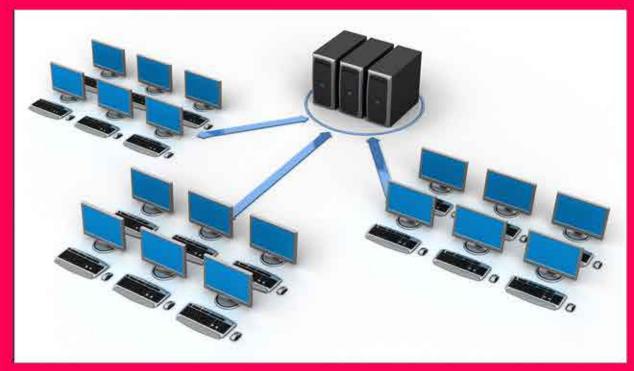
After adding user's details successfully, the main manage user page will appear as shown below.



A complete listing of your added superientendents will appear on the main manage user page where you will be able to view, edit and delete your added user's details.



This icon in action bar helps to "Edit details". This icon in action bar helps to "Delete user".



## Deployment Request Management

Administration has the authority to approve the request which data planner send to the administrator after validate GTFS in deployment request panel. Administrator has also power to see all the data and then after all requirements, administrator can send that data to the server.

# Deployment Request Management

The place where you have the charge to accept the deployment request for data forwarding to the server. The page shown below in screen will appear all the requests which data planner send for approval.

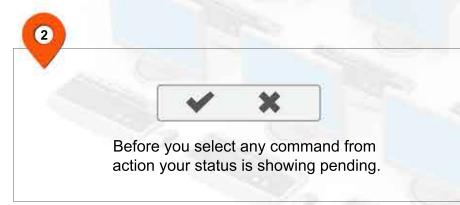


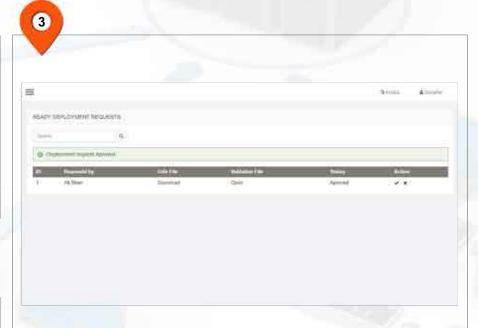
# Approve or Delete The Request



#### Action

On the very right option of the request panel there is an option which is Action and all you have to do is to approve or delete the request by the action command.





After clicking on action approval the status turn from Pending to Approved and like that all the data send to the server.

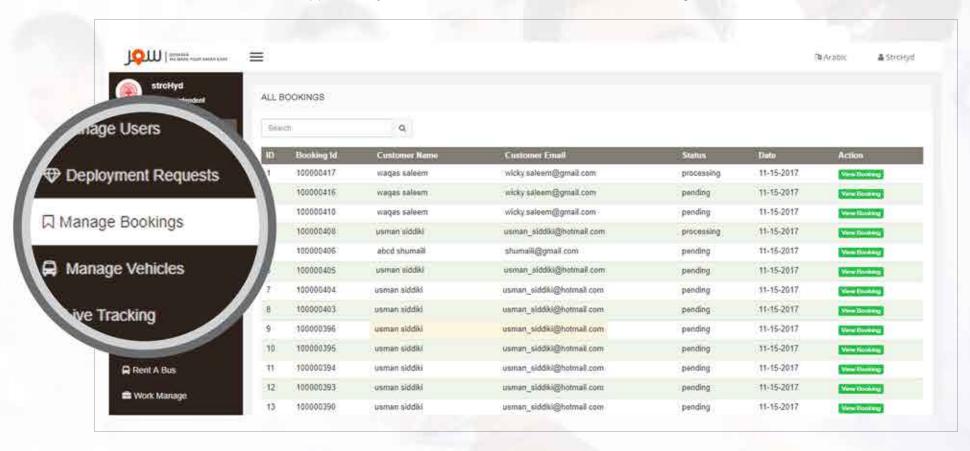


## **Bus Booking Management System**

With an incredible easy admin panel you can checkout and list out all your bus bookings simply and quickly. This management tool helps you to manage all your multiple bus bookings easily without any wastage of time and money.

### **View All Details**

Select "Manage Booking" option from the left side bar, this page will appear on your screen, can view all customers bookings.



## **View Booking Details**



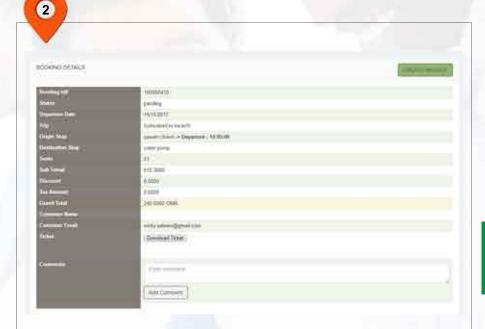
#### View Booking

By clicking on "View Booking" you can view the further complete details of booking like timings, route, status, seats, amount and ticket.



#### CREATE INVOICE

when you click on "CREATE INVOICE" button the pending request will be confirmed and status turns into processing.



After clicking to "View Booking" button, this page will appear in which you can view all the booking details a customer add while booking the seat in bus.

## **View Booking Details**



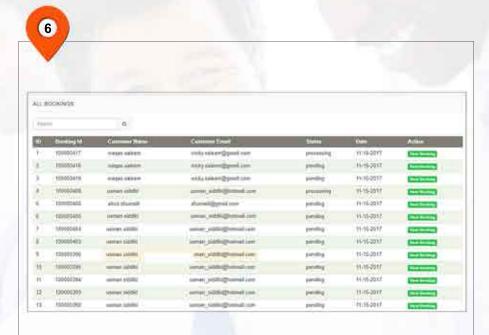
#### **Add Comment**

you can also add comment on customer's booking and those booking comment will be shown on customer's dashboard.



#### **Download Ticket**

"Download ticket" button will open you the complete ticket.



Now you can see on main "Manage Booking" screen the "Status" changes from pending to processing that's mean the booking is confirmed.

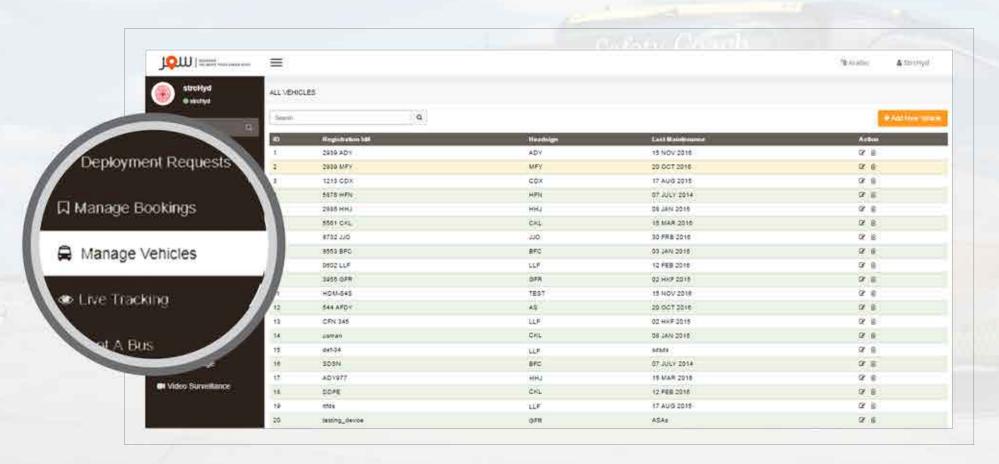


## Vehicles Management System

The best solution for your company to boost your vehicle performance by increasing their efficiency. You can add/manage number of your buses all at one platform, that will be helpful in monitoring and getting the data of last maintenance, fueling, reporting etc.

## QUICK VEHICLE Management

The next easiest system is your vehicle management system. To get started you have to select "Manage Vehicles" option from the right side bar, the page shown below will appear on your screen.



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# **Steps For Managing Bus Vehicles**

1

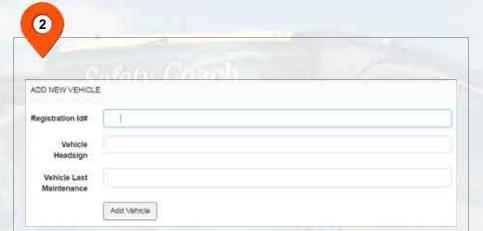
#### + Add New Vehicle

On manage vehicle page at the top left side, you will see this button that is helpful in adding your multiple vehicles at one place.



#### Add Vehicle

After filling the fields just click to "Add Vehicle" button and successfully your buses will be added to system.



In second step you have to fill the fields in which you have to add registration Id number of your vehicle, the headsign (Name/number sign) of your vehicle and the last maintenance date of your vehicle.

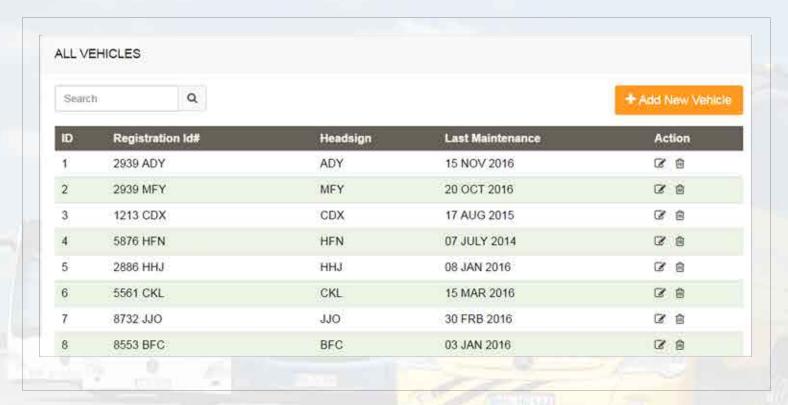
V

B

### VII

## View, Edit & Delete Vehicles

After adding your vehicles successfully, the main "Vehicle Management" page will appear in which you will have the complete list of your added vehicles along with their registration Id number, headsign etc as shown below.



+ Add New Vehicle

To add more vehicles in your list, click to this icon.

3

In action column there are two icons, to Edit any vehicle detail you added just click to this icon.



To delete any listed vehicle just click to this icon.



## Bus Live Tracking System

With this Live tracking management system you can track your vehicles in real-time, anytime from anywhere. The buses will be connected with a GPRS tracking device that will help you to monitor your multiple devices live as well it helps to provide you the previous record history.



## Daily Bus Tracking System

For live tracking and monitoring your buses, simply go to "Live tracking" option from the left side bar. The page shown below will appear on your screen.





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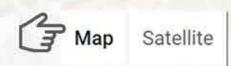
## Route Map Display

## Map Satellite

On the page you will see these two options, these will help you to select the route display form. When you click on "Satellite" the screen shown below will appear with a complete live route tracking system.



You can zoom in and out the track screen, check the bus speed, distances covered, time and more so on.



And when you click on "Map" option, the screen with a route mapping will appear as shown below. You can view your multiple buses live and checkout which bus is moving on which route.

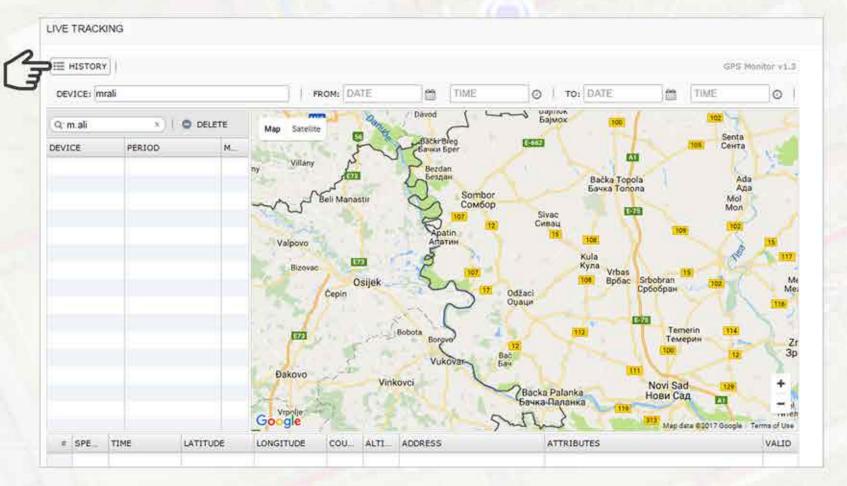


You can zoom in and out the track screen, check the bus speed, distances covered, time and more so on.



B

## **Track History**



DEVICE: mrali DATE M TIME O TO: DATE M TIME O

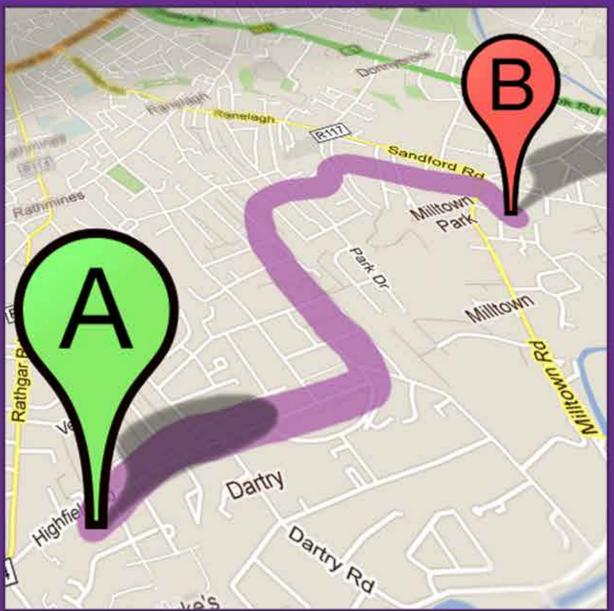
At the top bar, in device section you have to type your bus, type from which date and time to which date and time you need the complete history. Fill the fields and get a back record of your buses exactly.

VII

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### **DATA PLANNER**

DATA PLANNER is all about making and scheduling the routes, fare calculations, calendar management and about drivers of the trip, manage the routes and controlled by back end. Facilitate the customer and make all clear and understandable data about any trip that customer take in their ride.



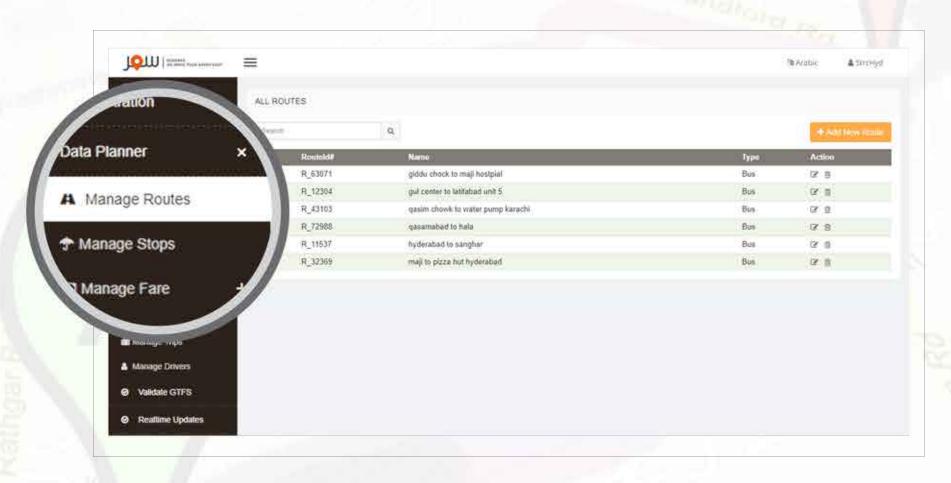
## Route Management System

Locate your buses in real-time or pull a historical report for location confirmation. This flexible Route Manager with GPS integration gives you complete visibility on your assets and provides a breadcrumb trail with a turn-by-turn view.

# The Better Way Of Managing Routes

Start managing all your routes simply and effectively.

When you will click on "Manage route" option from the side bar section, the screen below will appear on your computer. In that you can add all your routes from where your buses will move. You can add multiple routes as your preferences.



# **Steps For Managing Routes**



#### + Add New Route

This "Add New Route" button on the top will help you to add bus routes.



#### Add Route

After filling all fields, click to the "Add Route" button below. Your routes are added to the software. Congrats!

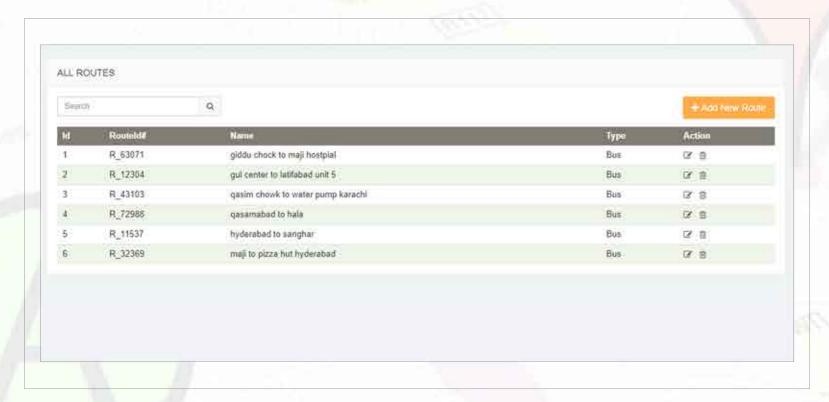
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Route Type	Name: Roder Trus	
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After clicking "Add New Route" button the screen with required fields will appear, you have to add the route name, route description, select route type and add route Url (optional) as your preferences.

## View, Edit & Delete Routes

After adding routes successfully, the main "Manage route" page will appear as shown below.

In that you will see the complete route details which you have added.



This icon in action bar helps to "Edit routes".

IIII

This icon in action bar helps to "Delete routes".



## **Bus Stop Management System**

A bus stop is a designated place where buses stop for passengers to board or alight from a bus. You can manage and add your multiple bus stops simply and easily by following some simple steps.

# Hassle Free Bus Stop Management System

The next simple and easy step to follow is manage stops, when you will select the "Manage stops" option from the left side bar, this screen shown below will appear in front of you. To add stops you have to follow the steps directed on the next page.



# **Steps For Managing Stops**

1

### + Add New Stop

To add new stop, the first step is to click this button placed at the top of right side.



After clicking to add new stop, this page will be next step in which you have to type the location/city name in bar section shown in the image.



After adding the location, drag the location icon and fill the fields your stop name and add stop description.

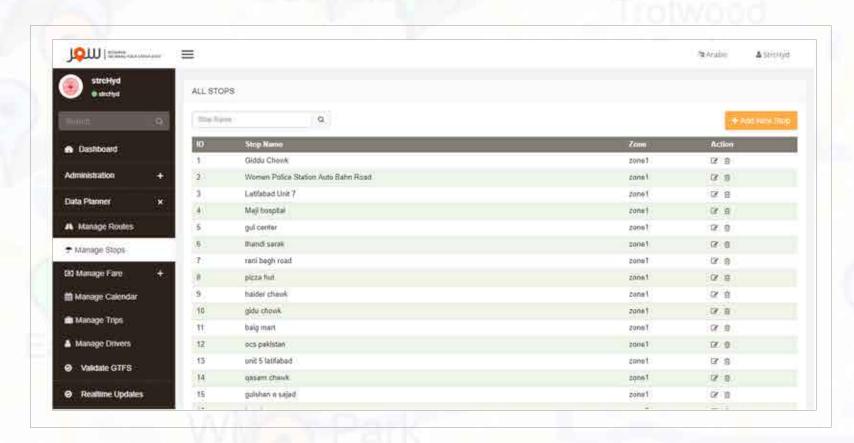


#### Add Stop

To Add your stops click to "Add Stop" button
To add multiple stops drag the location again and
follow the same steps guided as above.

# View, Edit & Delete Stops

After adding bus stops successfully, the main manage stops page will appear as shown below.



A complete listing of your added bus stops will appear on the main manage stops page where you will be able to view, edit and delete your added bus stops.



This icon in action bar helps to "Edit routes". illim This icon in action bar helps to "Delete routes".



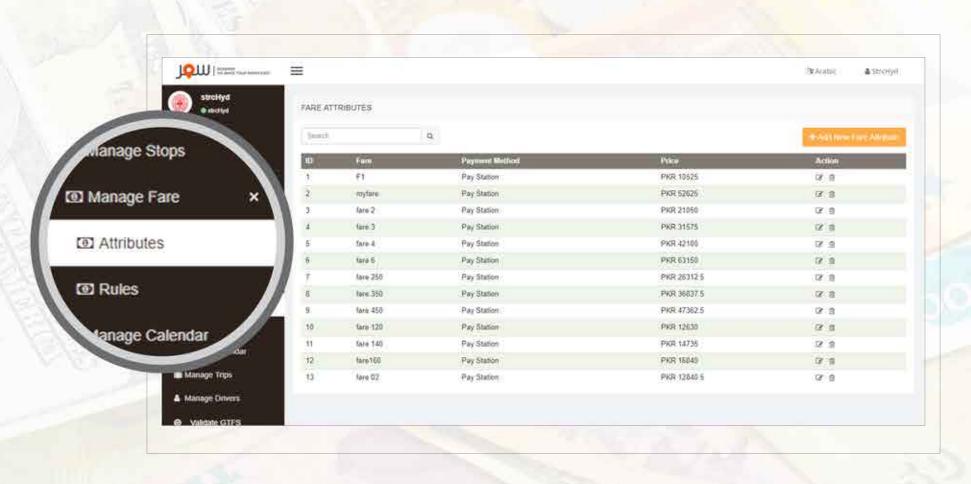
# Payment Management System

Easy and simple fare management system, where you can add/change/delete all your fare distributions as your preferences. The place where you have to add the fare charges for easy payment.

# **Manage Attributes**

The place where you have to add the fare charges to make easy and clear distribution of paymenet method.

The page shown below in screen will appear where you can add your bus payment attributes.



# **Steps For Fare Attribute**

1

#### + Add New Fare Attribute

At the top right corner there is an orange button "Add New Fare Attribute" click to it.

3

## Add Fare Attribute

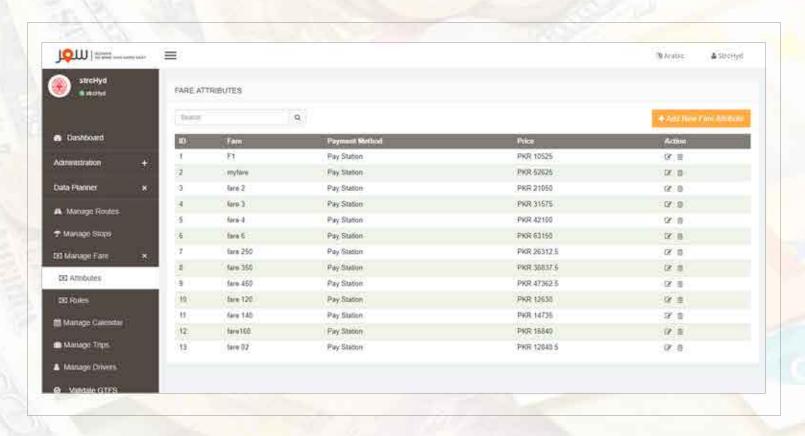
After filling all fields just click to "Add Fare Attribute" button, your attributes are added successfully!

<b>7</b> 0.		
NEW FANE ATTREBUT		
Fare 16	normalise name to be a train or triving one	
Price	Fine poor only recome passed only Life 1000 km	
Currency Type	1906	
Payment Mathod	8990 Figurer (4000)	
	Add Fare Address	

After clicking this page will appear in which you have to fill the fields, Fare Id, pricing, currency type, payment method etc as per your preferences.

## View, Edit & Delete Fare Attributes

After adding fare attributes successfully, the main "Fare Attribute" page will appear in which you will be able to view all your added Fare Id number, Payment Method and their pricing.



+ Add New Fare Attribute

To add new fare attribute just click to it and follow the same steps.



To Edit your added fare attributes from action column just click to this icon.



To Delete your added fare attributes click to this trash icon from action column.

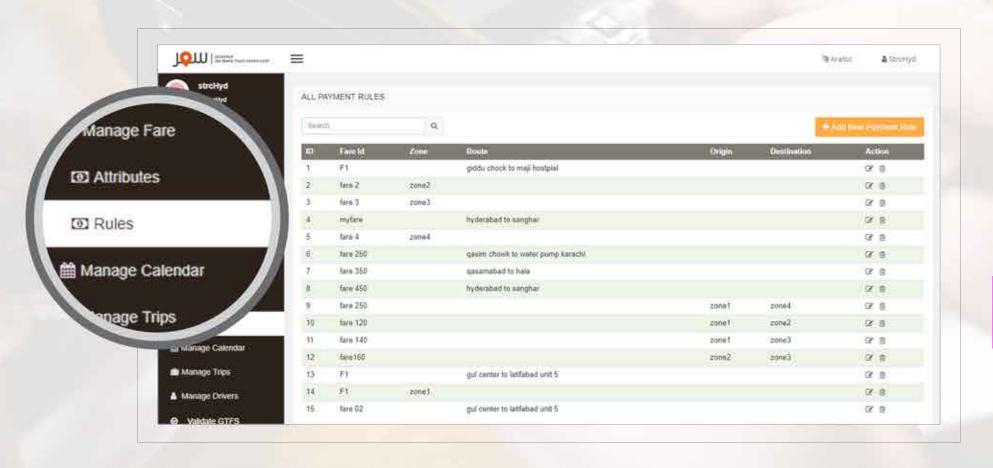


## Payment Rule Management System

Easy and simple payment rule management system, where you can add/change/delete all your fare rules as your preferences. The place where you have to add the fare charges for particular stops for easy payment.

## **Clear Payment Rules**

The place where you have to add the fare charges for particular stops for easy payment. The page shown below in screen will appear where you can add your bus payment rules.



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# **Steps For Managing Payment Rules**



### + Add New Payment Rule

At the top right corner there is an orange button "Add New Payment Rule" click to it.



#### Add Payment Rule

After filling all fields just click to "Add payment rule" button, your rules are added successfully!

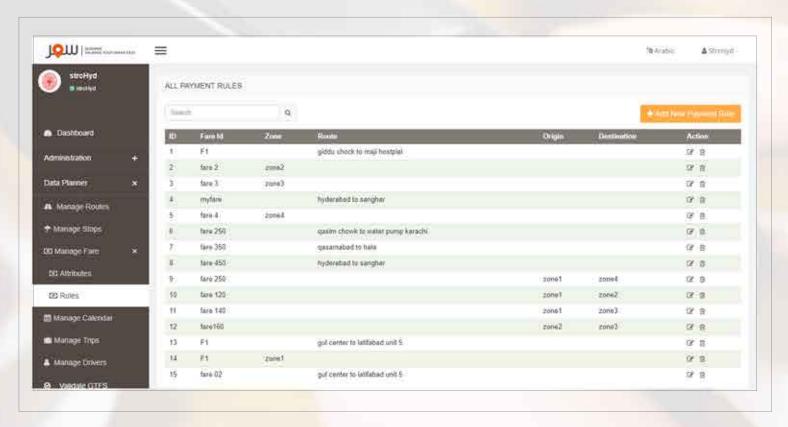


fill the fields, add fare attribute (which we make for that particlar stop or origin), destination, pricing etc as per your preferences.

After clicking this page will appear in which you have to

## View, Edit & Delete Payment Rules

After adding fare rules successfully, the main "Payment rule" page will appear in which you will be able to view all your added bus payment rules, Fare Id number, Route, Origin, and Destination.



+ Add New Payment Rule

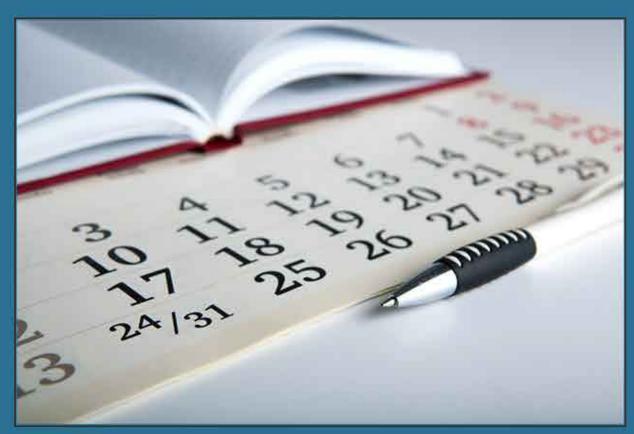
To add new payment rules just click to it and follow the same steps.



To Edit your added fare rules, from action column just click to this icon.



To Delete your added fare rules click to this trash icon from action column.



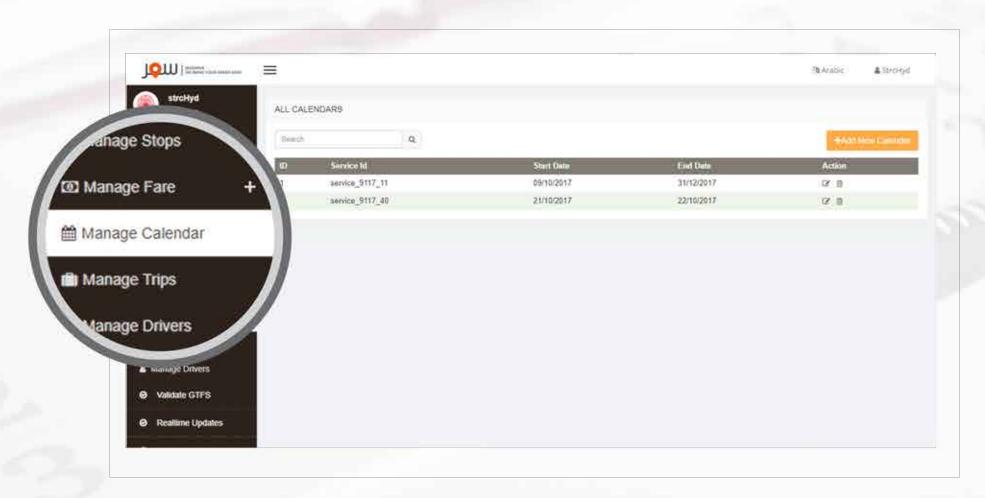
## Bus Schedule Management System

You can effectively use your calendar to save time and free yourself from stress, just manage your bus schedules and keep things organized in a perfect way. Add the days on which your buses will move. It's simple and perfect management solution to keep your buses moving on scheduled days.



## **Save Your Dates**

Select "Manage Calendar" option from the left side bar, this page will appear on your screen.





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# Steps For Scheduling & Managing Dates



#### + Add New Calendar

To start the process of adding days and making your bus schedules, just click to this button.



#### Add Calendar

After filling all the fields, just click on "Add calendar" button.
Your bus schedule will be added successfully.

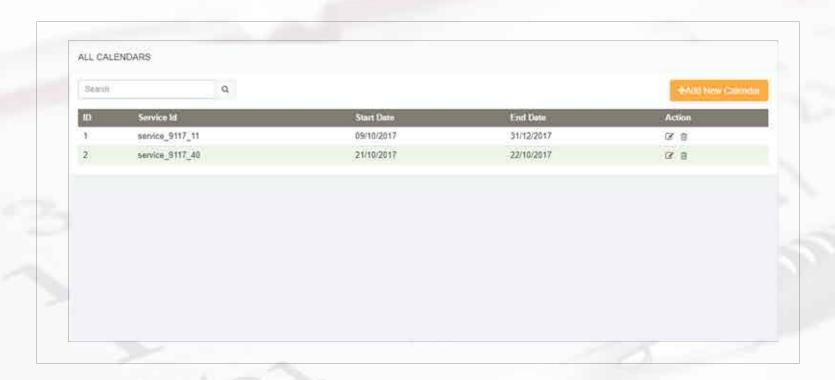


After clicking to "Add new calendar" button, this page will appear in which you have to fill the fields like add service id, days on which your bus will move, start and end dates.



## **Reschedule or Delete Dates**

Once you add your dates, you will get the complete listing on the main page of "Manage Calendar". There you will be able to view the days you have added, start and end dates.



+ Add New Calendar

To make a new schedule, click to this button and follow the same process again.



In case to Edit your added schedule, click to this icon.



If you want to remove the added schedule from listing click to the trash icon.



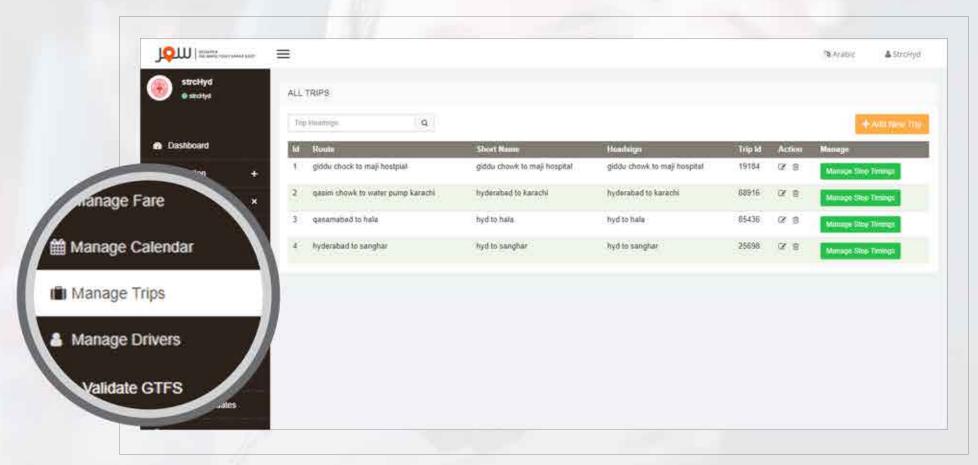


# **Bus Trips Management System**

Manage your inbound and outbound multiple trips so smoothly and easily without any huge paper work and wastage of time.

## Flexible Bus Trips Management

To manage and add all your trip details simply and on the go from one single source, anytime, anywhere. When you will click on "Manage trips" from the left side bar, the screen below will appear that will help you to add multiple bus trips.



# **Steps For Managing Trips**

1

#### + Add New Trip

To "Add New Trip" the first step is to click this button placed at the top of right side.

3

## Add Trip

After filling all the fields, just click "Add trip" button placed at the bottom of the page.

Your trips will be added successfully.

2



The new page will appear after clicking to "Add new trip" button, this page will ask you to add your route, select service/calendar, trip headsign (your trip name), bus direction (inbound/outbound), any stuff accessible or not, and bikes are allowed to carry or not. Fill the fields and view it again for your satisfaction.

Manage Vehicle has all the transport information of vehicle number, Columns, Rows, Total seats and Seating type either they are format seating or free seating.

## View, Edit & Delete Trips

After adding all your trips successfully, this page shown below will appear on your screen in which a set of your added trips listing will be displayed.



To add new trip, just click to it and follow the same steps.

To Delete your added bus trips, click to this icon.

If you want to edit your added trips, click to this icon.

Manage Stop Timings

This button has it's own features explained on the next page.

# **Manage Trip Stop Timings**



#### Manage Stop Timings

Clicking to this button will bring a new page in front of you as shown below will help you to add stop timings.





After adding all the stop timing details to save just click to this button.





This page will ask you to add your stop timings, you have to mention the arrival time of bus, bus departure time that within how many minutes it will depart, add timepoint either the bus will move on the exact time mentioned or will wait, the stops to add and a sequence of your trips by numbering them manually for your convenience.



### + Update

If you want to edit stop timings or any other details, click to this "Update" button.



#### - Remove

In case of removing any stop you have added, click to this "Remove" button and the stop will be deleted.



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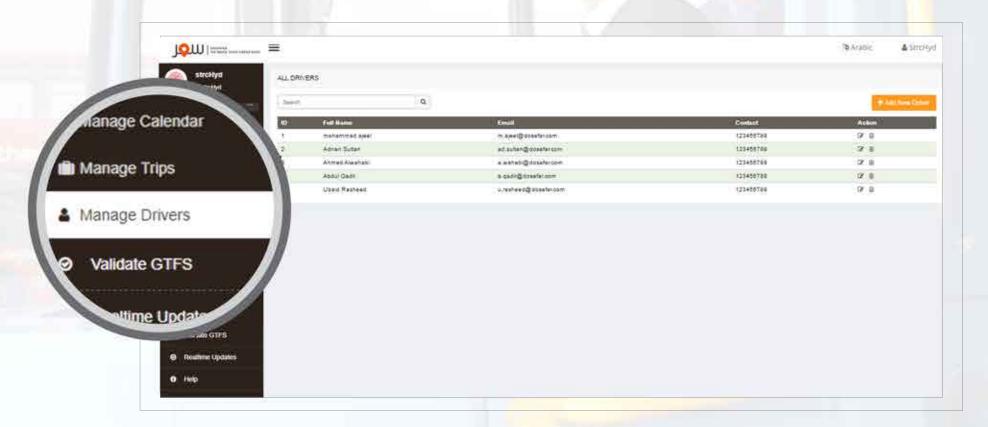


# **Drivers Management System**

You'll never have to worry about which vehicle your driver is using because of our key fob driver management system. Where you will be able to monitor multiple drivers working under you, their progress and their behaviours.

# **Easy Drivers Management**

Managing drivers now is as simple as blinking an eye, Yes... It's easy just select "Manage Drivers" option from the left side bar... the page shown below will appear on your screen.



# **Steps For Managing Bus Drivers**

1

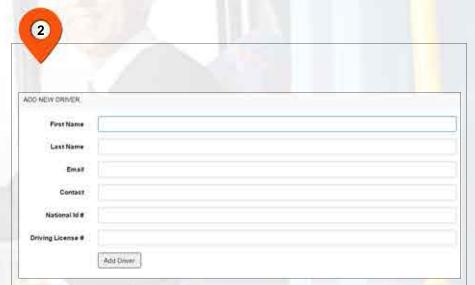
#### + Add New Driver

To add your bus drivers just, click to this button placed at the top of right side on "Manage drivers" page.

3

#### Add Driver

After filling the fields just click to "Add driver" button and your driver's data will be added successfully to the system.



The next step to follow is to fill the driver's detail form, in which you will be asked to add driver's first and last name, his email Id, his contact number, national Id number and the driving license.

## **Driver's Listing**

After adding driver's data successfully, the listing will appear on the main "Driver's Management" page as shown below.

You will be able to see the driver's name, email Id and their contact number.



+ Add New Driver If you want to add more drivers in your list, click to this button.

To Edit driver's added details, click to this icon.

To Delete any driver's detail from the list, click to this icon.



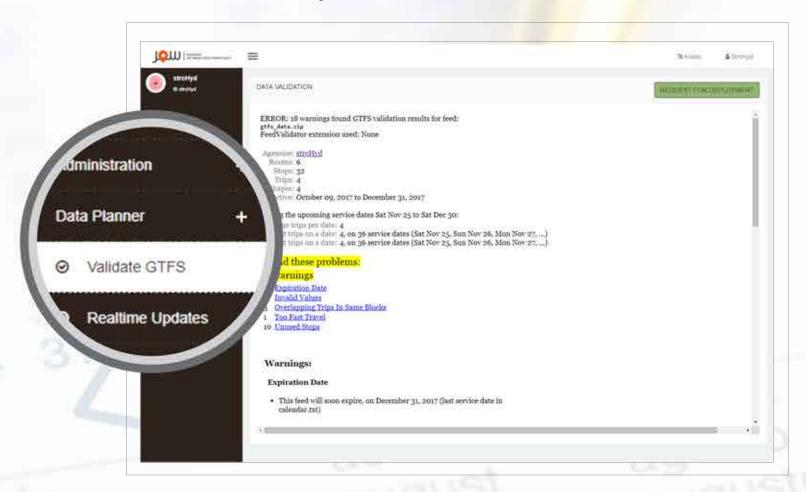
## Validate of GTFS

with this easy and simplest option data validation we can see the errors or warnings we made while adding the data of shedualing and managing in back office and can solve them, then send the deploymenet request for uploading.

## Validate GTFS Management

Before sending the request for uploading the data on server, here we can see warrings or errors we made while adding the data on administration and data planner in back office, it is simple and easy for understand the location and place of errors by complete explanation.

The validate gtfs screen is shown below as we see all the details.





## **Realtime Updates**

Here you can add the time delay of any trip if it will happen to your vehicle so that your customer or user will be alert about the delay. Administrator panel has the authority to add the time obstruct and then uploaded it.