



Dispatcher – Manual Vehicle Request

1. Login using your dispatcher credentials
2. Choose default destination of request (Click name under Dashboard title)
3. Press **Search** tab button – (Image 3)
4. Specify search criteria (Example: license plate numbers)
5. Choose vehicle from the list and press **Dispatch** button
6. Check Destination and Vehicle Information
7. Press **Dispatch** button (Image 3)

Dispatcher – Automatic Vehicle Requests

1. Login using your dispatcher credentials
2. Choose default destination of request (Click name under Dashboard title) – Image 1
3. Press Play button icon in the top right corner – Image 1
 - System will start automatically send requests to the first vehicle in the queue
 - Dispatcher can request manually when automatic queue is enabled
 - Automatic queue is enabled/disabled per destination area
4. Check **In transit** tab for details of automatically requested vehicles (Image 2)
 - Dispatcher can remove manually vehicle from the queue

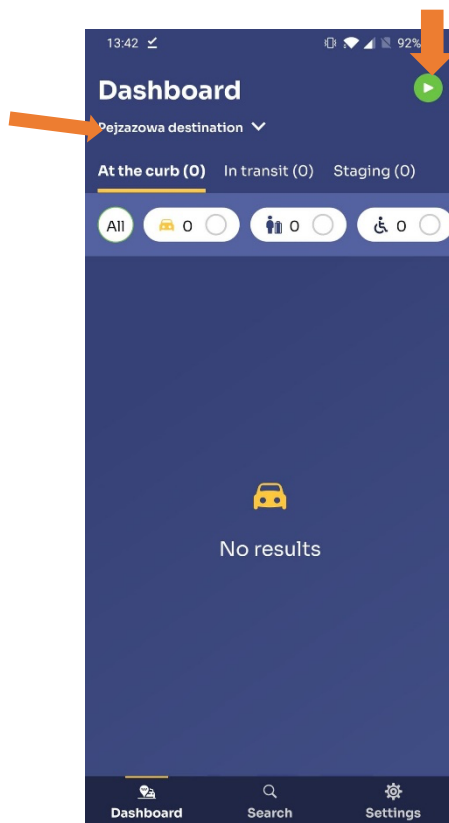


Image 1 Automatic Request

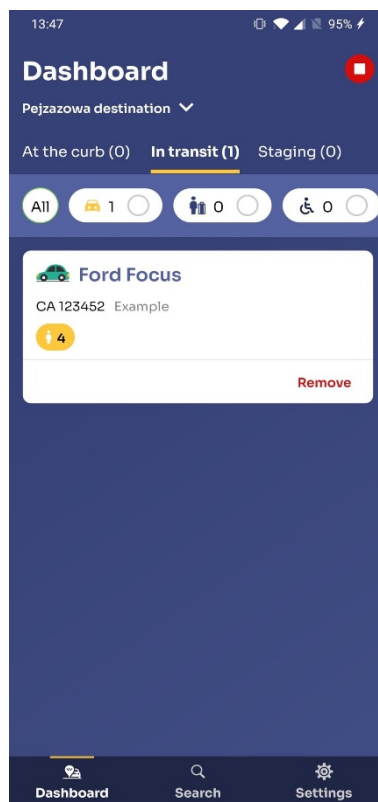


Image 3 Automatically requested vehicles

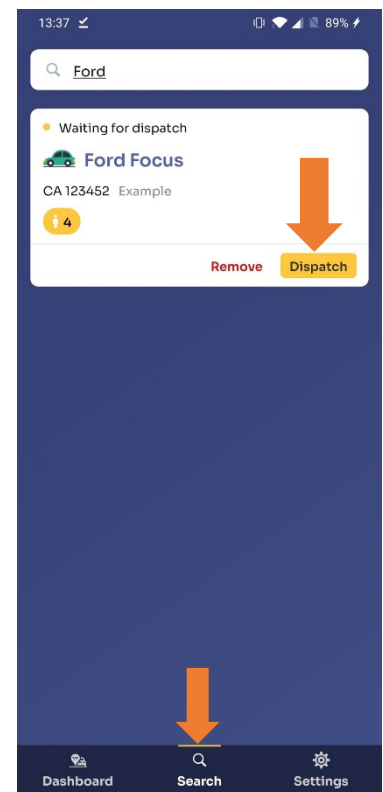


Image 2 Search and dispatch vehicles