

40

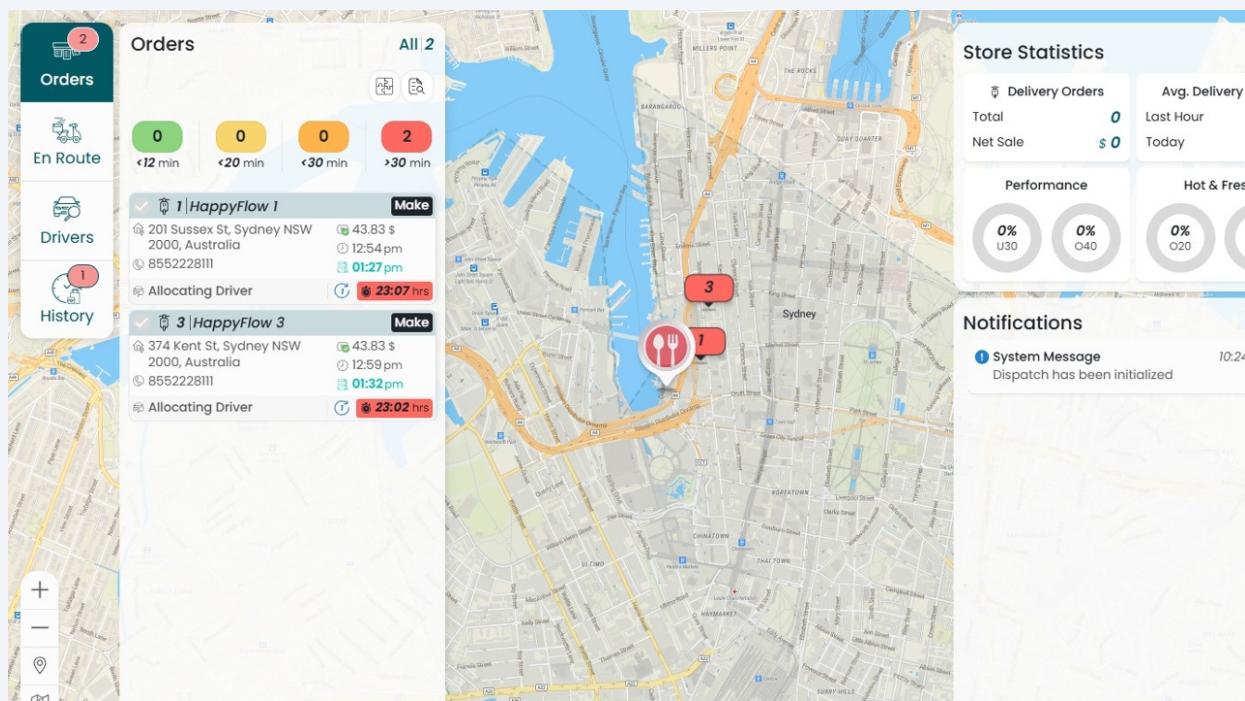


DISPATCH SCREEN

Overview

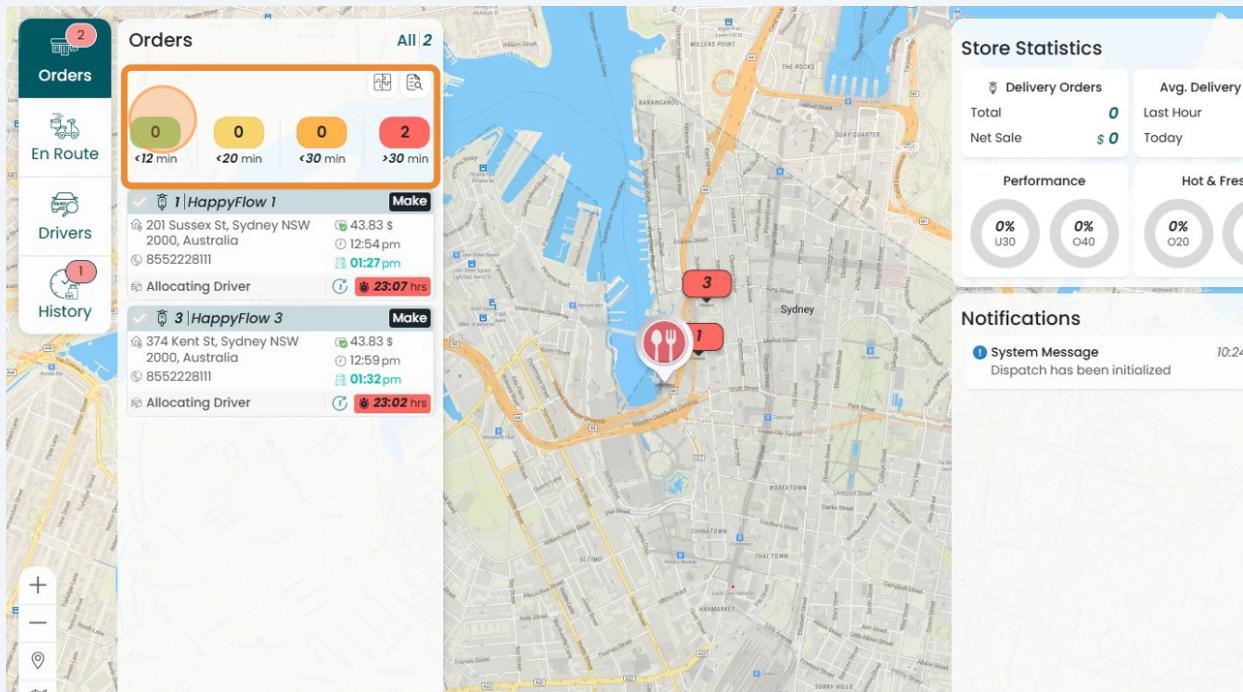
41

The Dispatch screen displays a map with all the drivers and deliveries in real time. In the 'Orders' Tab on the left appear all the orders that need to be assigned.



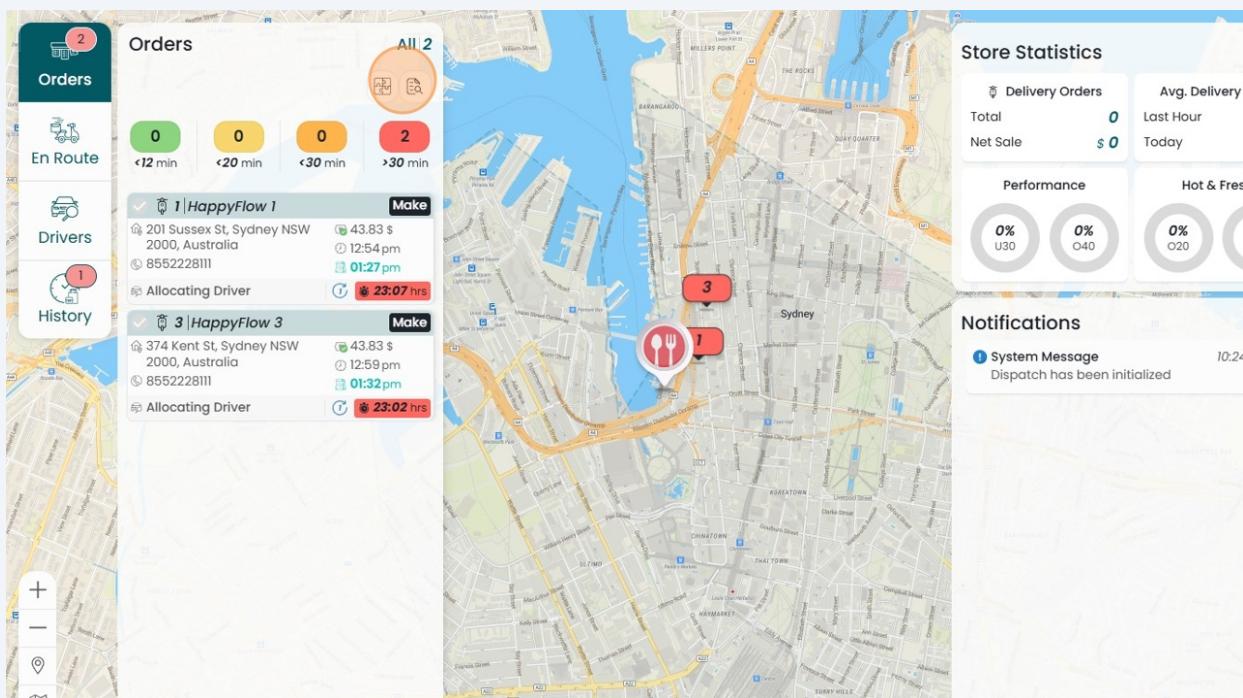
42

In this section, you can see how many orders we have, color coded and divided by the duration of the order (time passed since the order was taken).



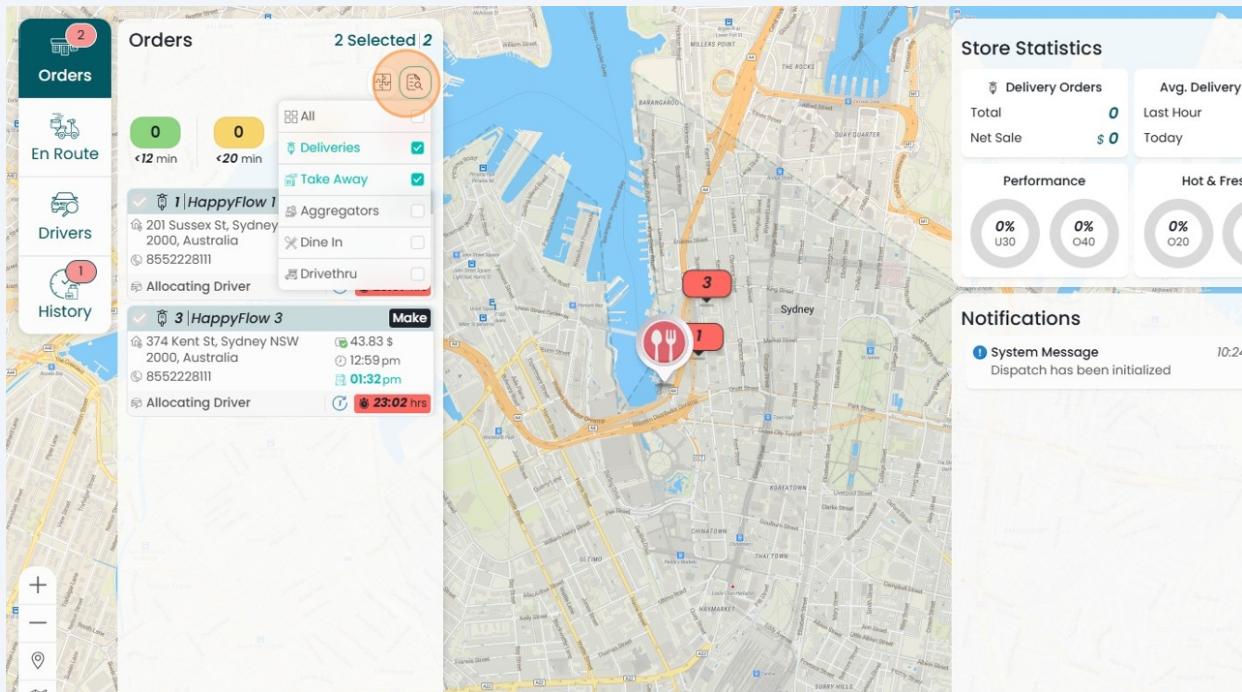
43

Clicking the puzzle icon allows to view orders broken into sections based on their 'order type' (delivery, take-away, dine-in etc).



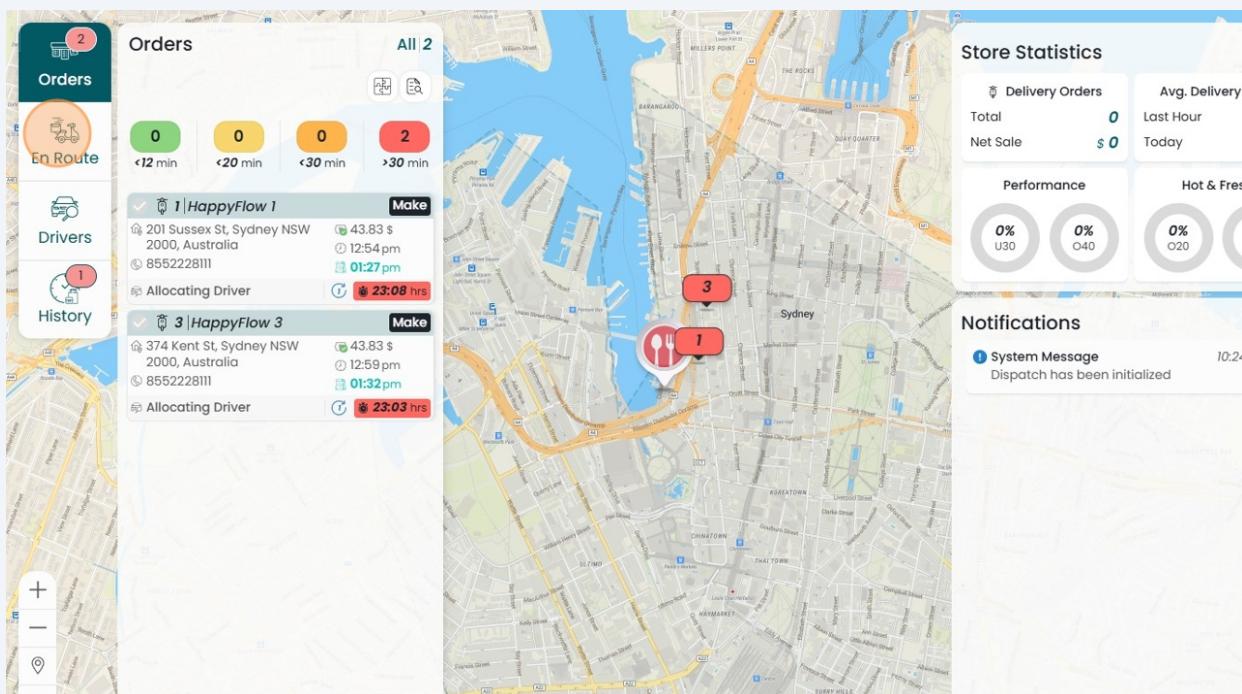
44

By clicking the search icon - there is an option to filter the order types you want to see (delivery/take-away/dine-in/Agg etc.)

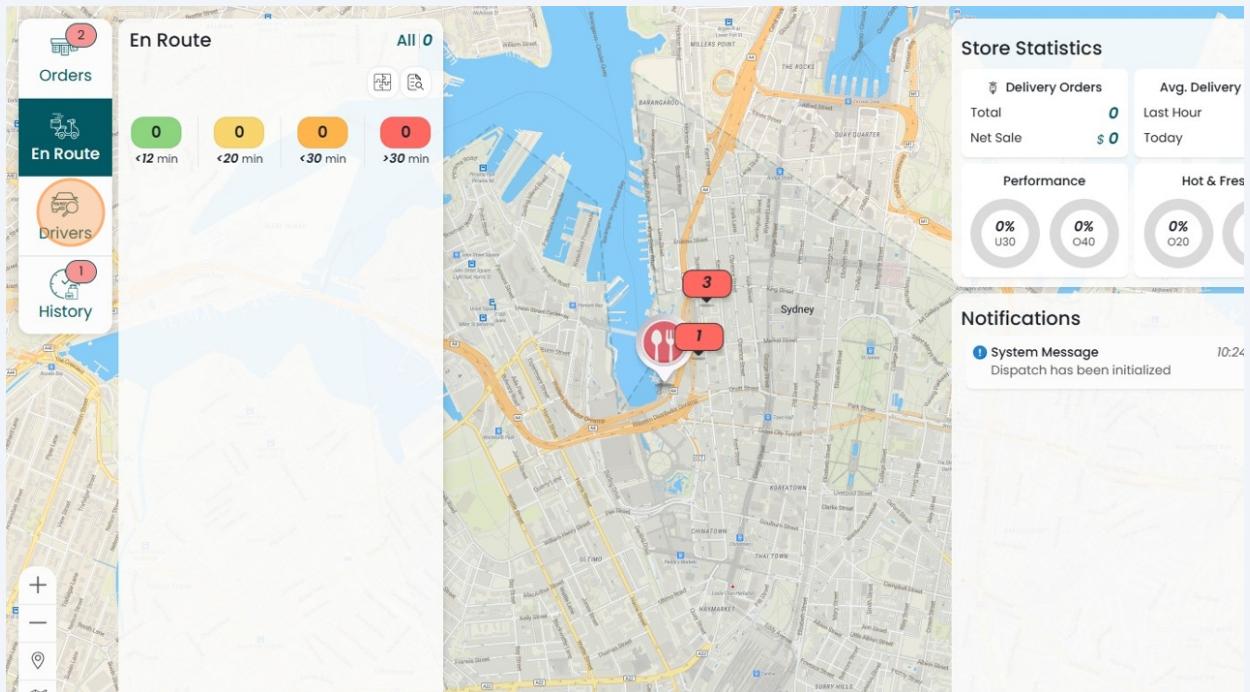


45

In the 'En Route' tab, the system shows orders that have been assigned to a driver, on their way to the customer (not yet delivered).



46 If you By clicking on Drivers tab:

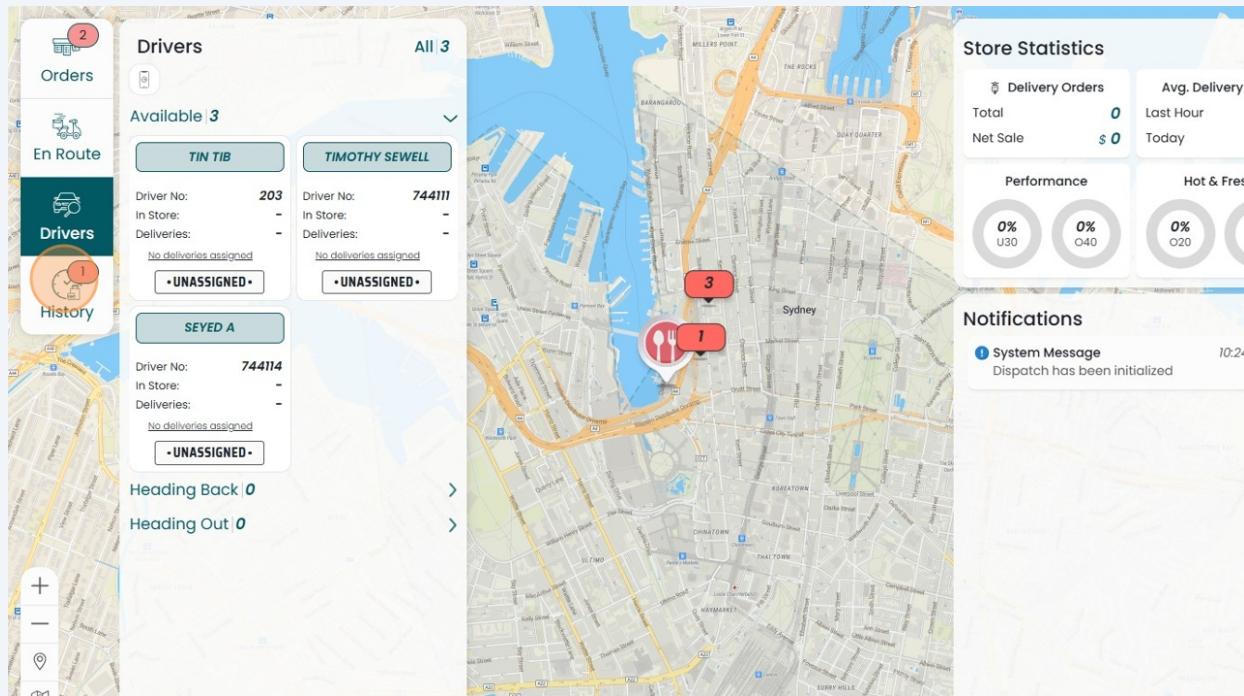


47

You will see all the drivers clocked in with their details.

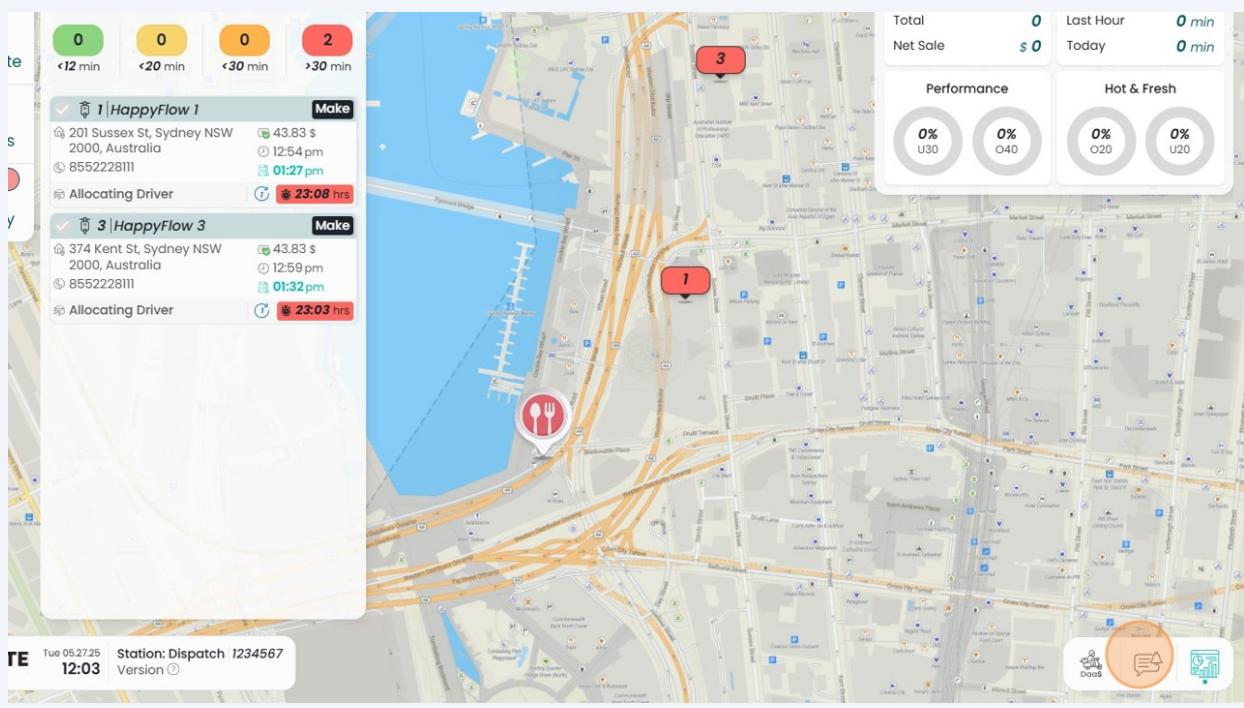
Only drivers with assigned vehicles are considered as available.

Drivers who are 'Unassigned' are not available to take deliveries.

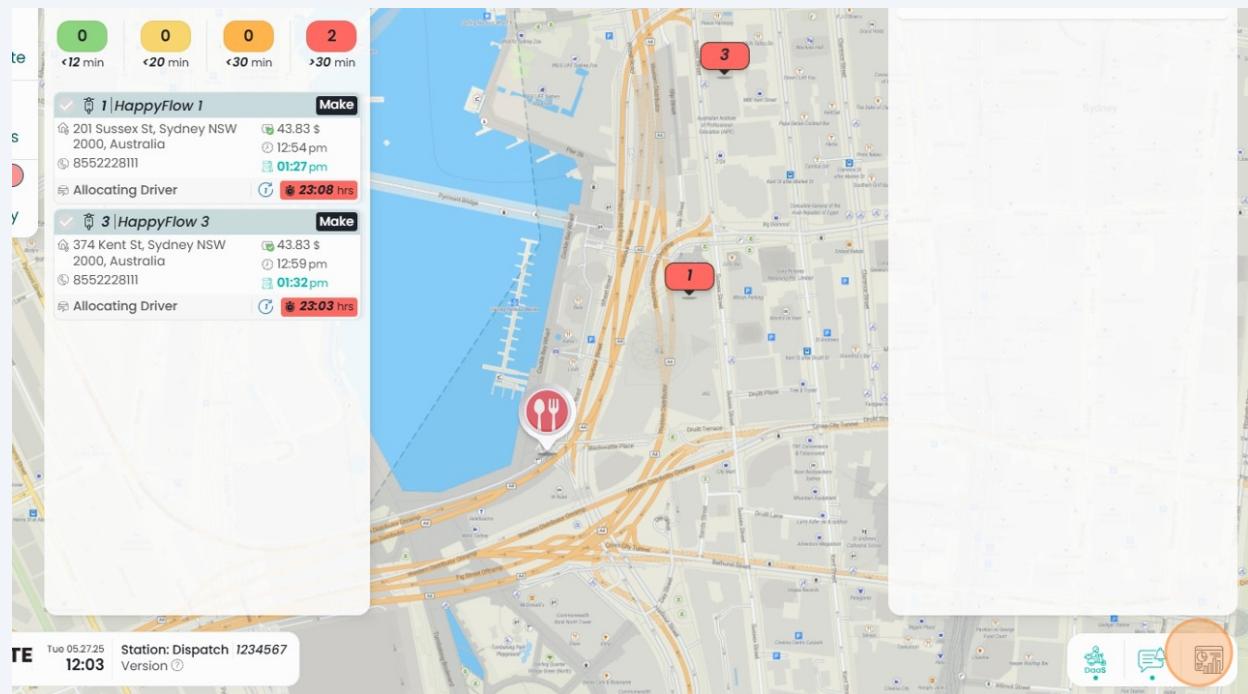


48

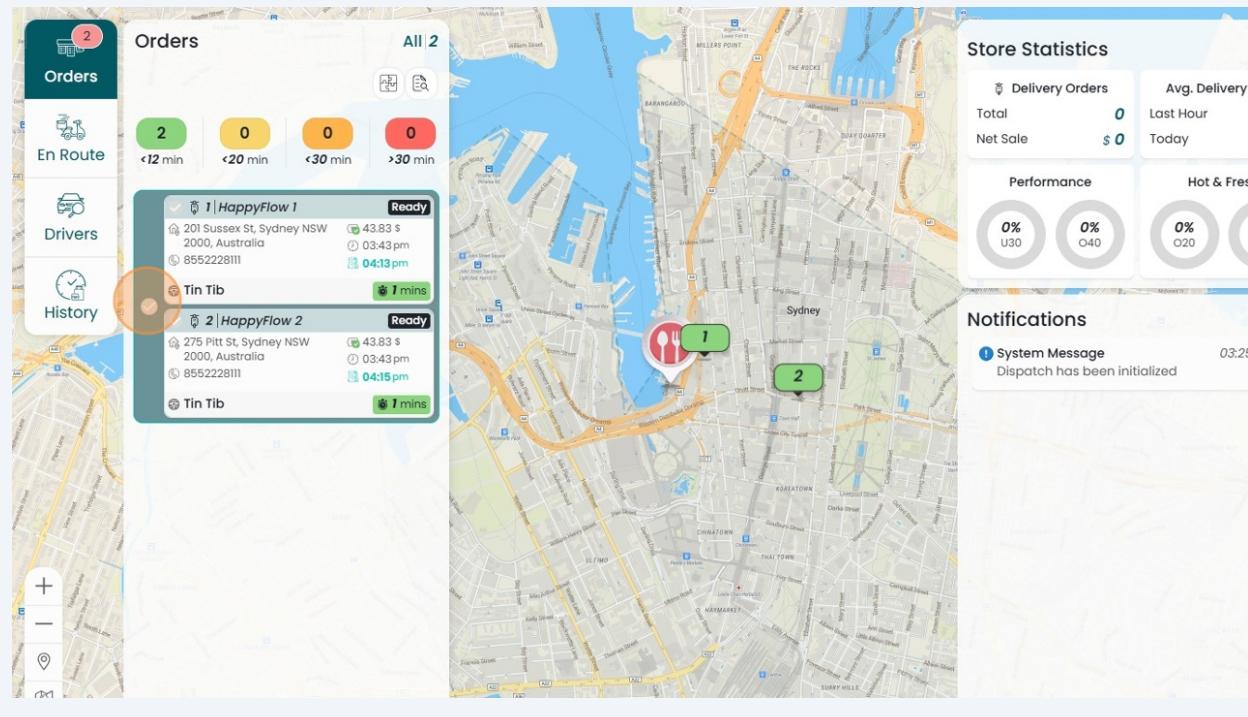
By clicking this icon at the bottom right of the screen, you can hide the notifications widget.



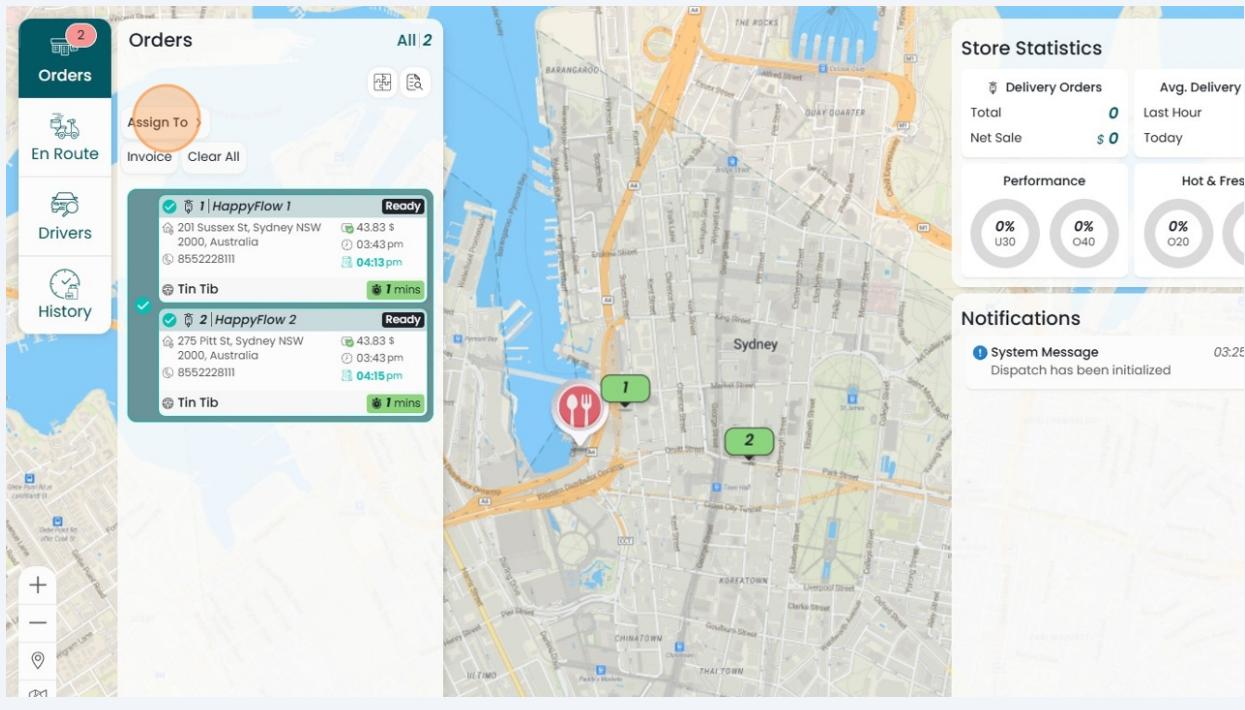
49 You can use these controls to hide or show various widgets.



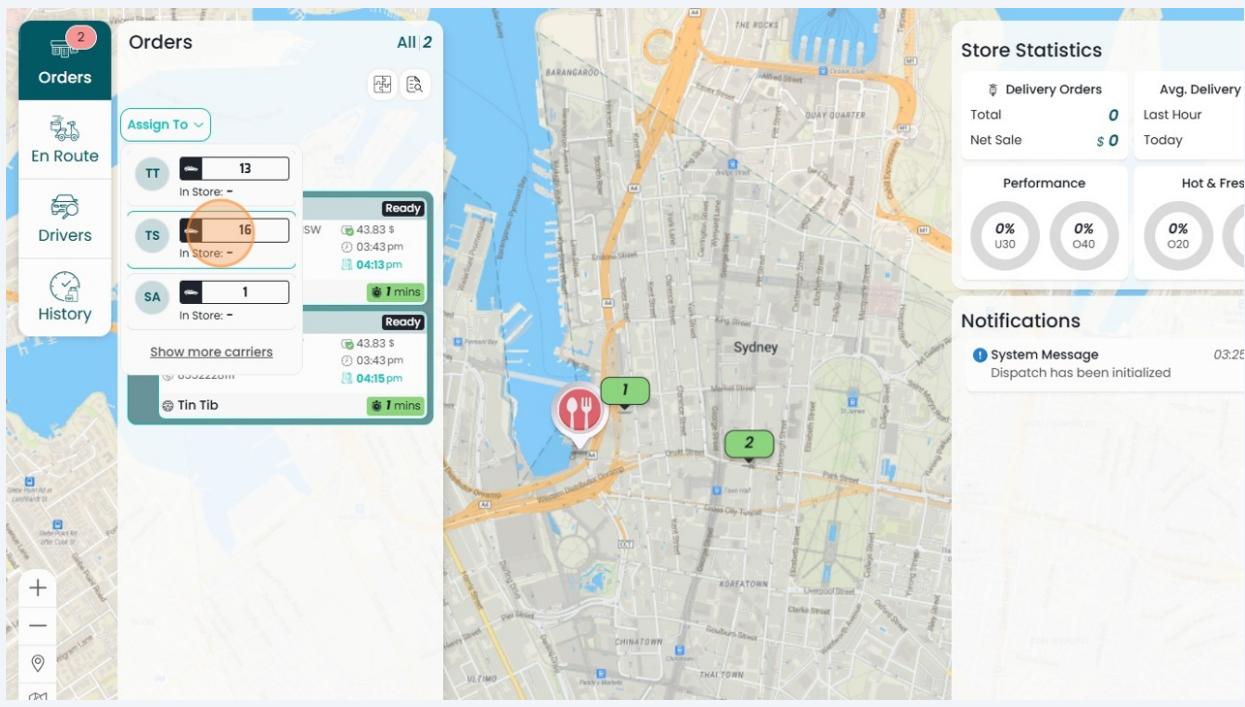
50 Recommended batches appear grouped together, with a shared checkbox. In the example below, the two deliveries are recommended to go together as a double. To assign to a driver, mark the shared checkbox



51 Click "Assign To"

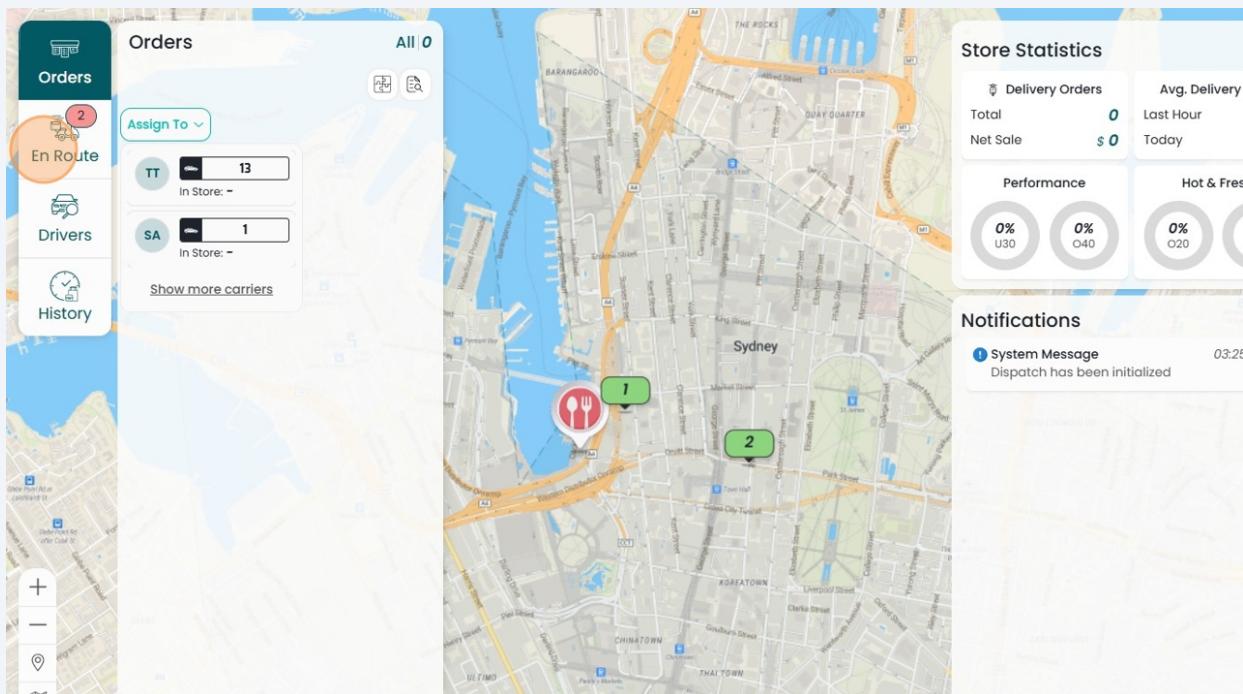


52 Choose one of the available drivers (in some cases recommended by the system)



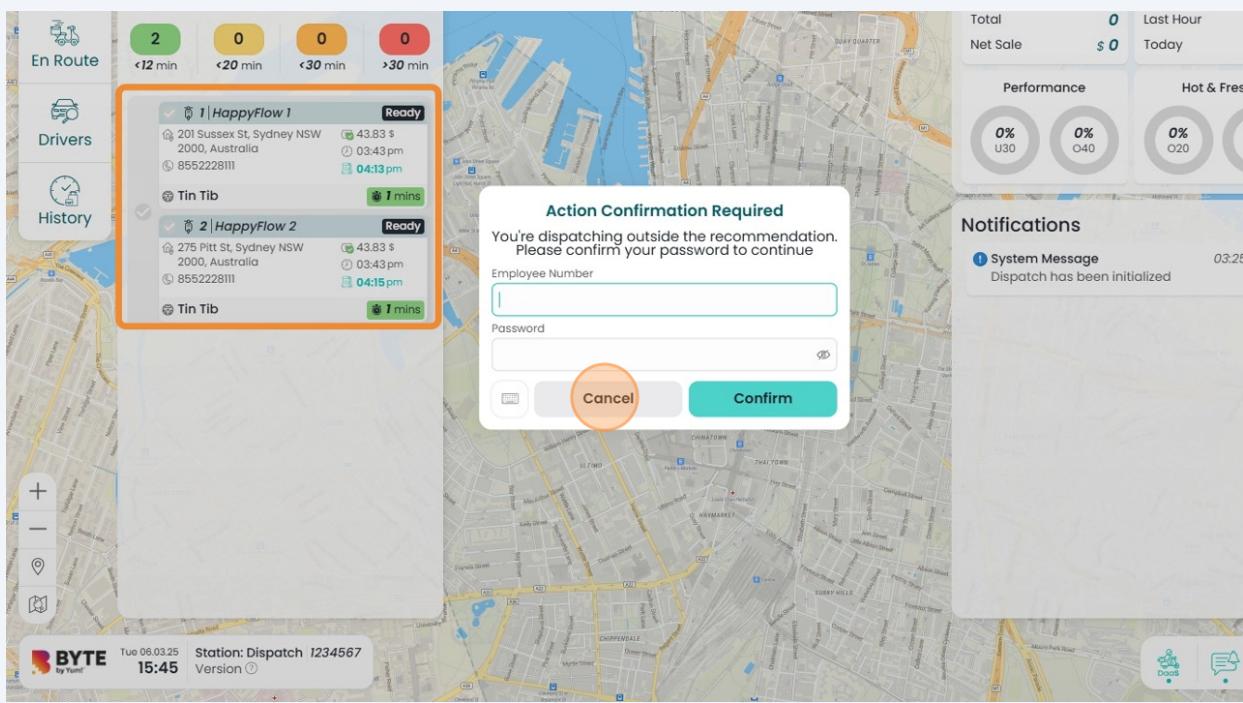
53

Click "En Route" to see driver details and estimated arrivals. From the moment the drivers leave, they appear on the map in real time!



54

If there is a need to assign differently than the system recommendation (for example to separate the double recommended below) - this action requires a manager password and reason to be selected.



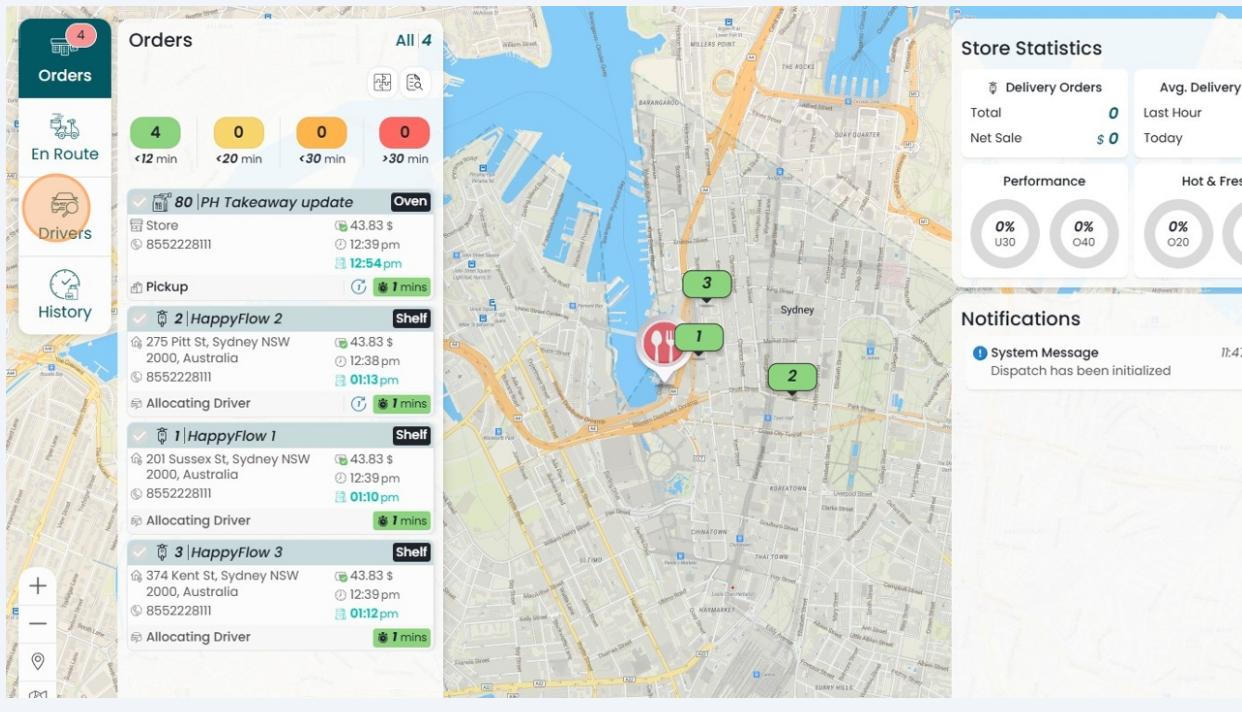
DISPATCH SCREEN Assign vehicles

55



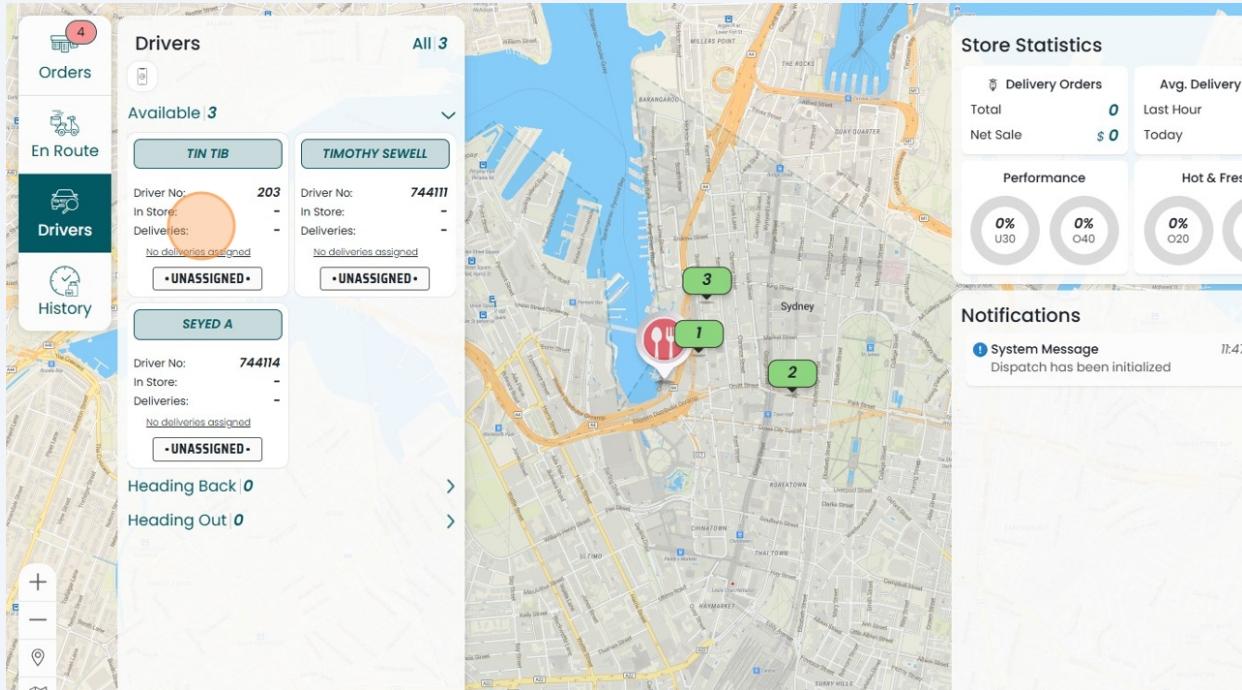
56

If you need to assign a vehicle to your driver (to be done at the beginning of drivers shift), start by clicking the Drivers tab.



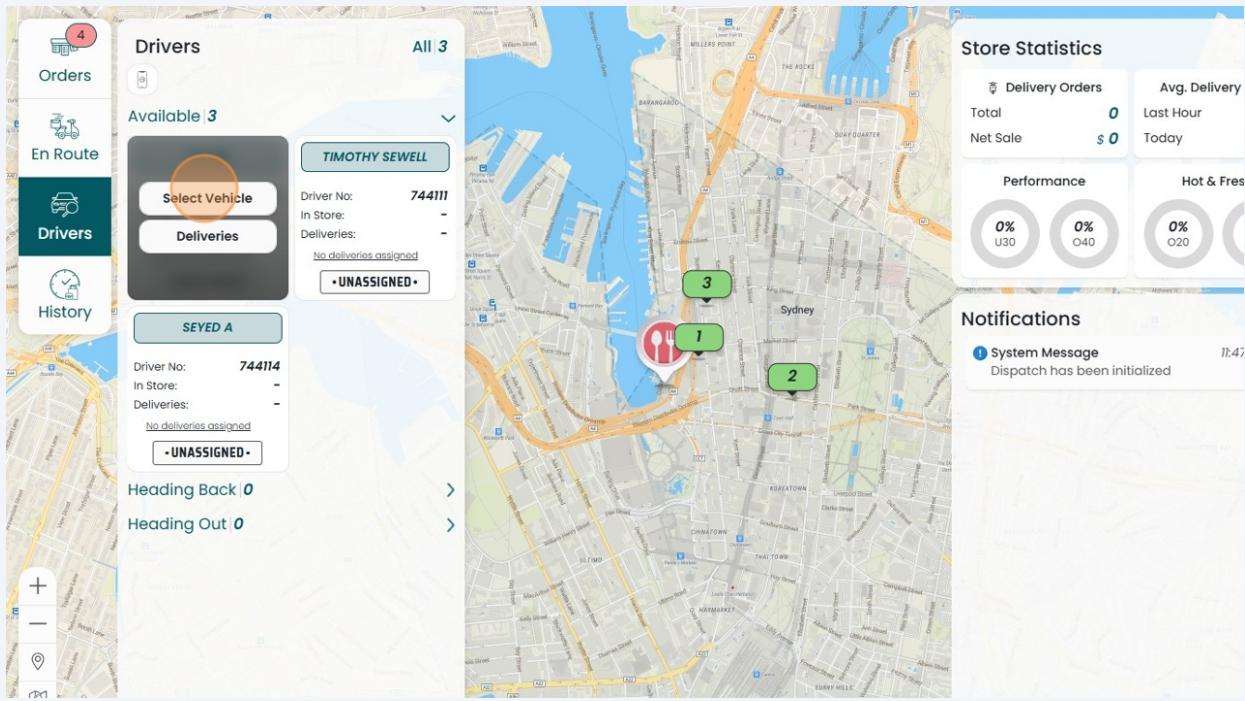
57

The system will show the available drivers we have with the UNASSIGNED label.



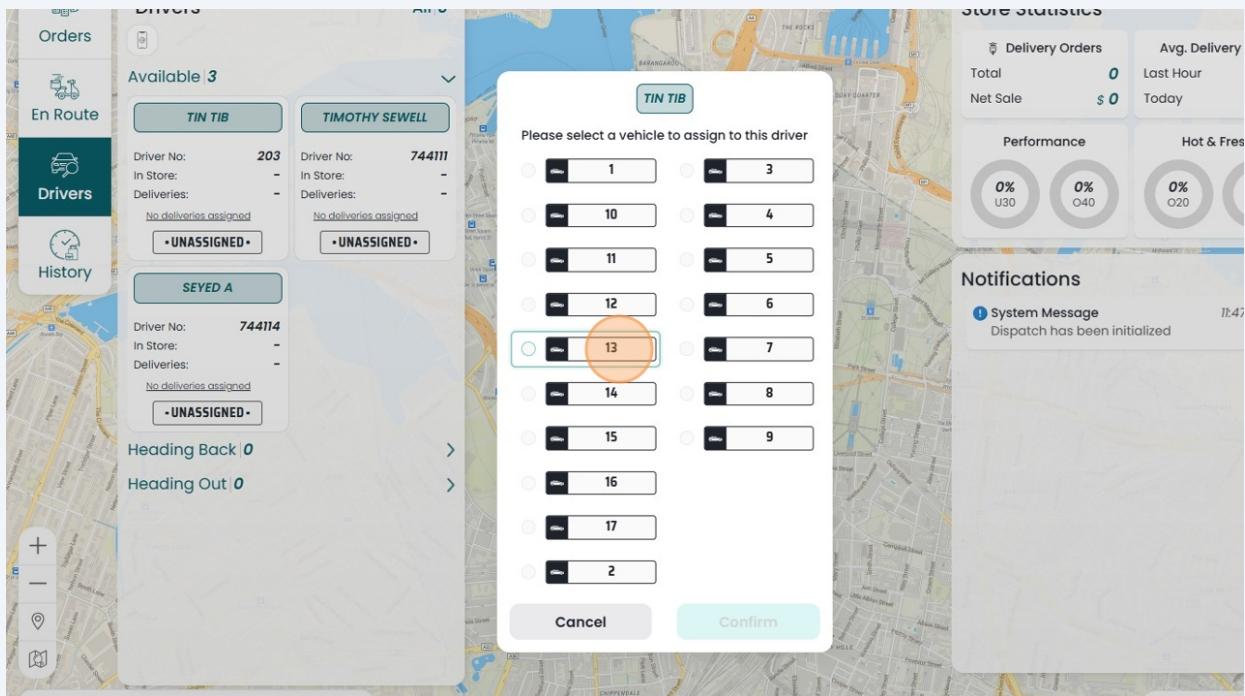
58

If you want to assign the vehicle, click one of the drivers and then click "Select Vehicle"

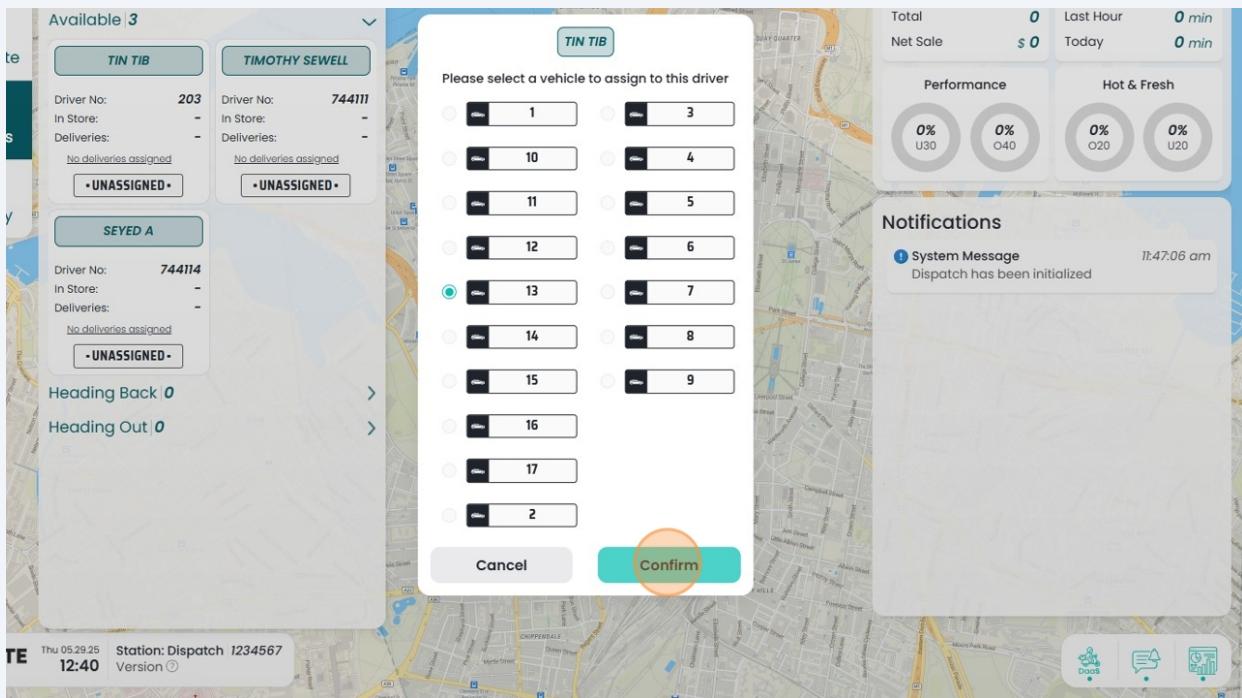


59

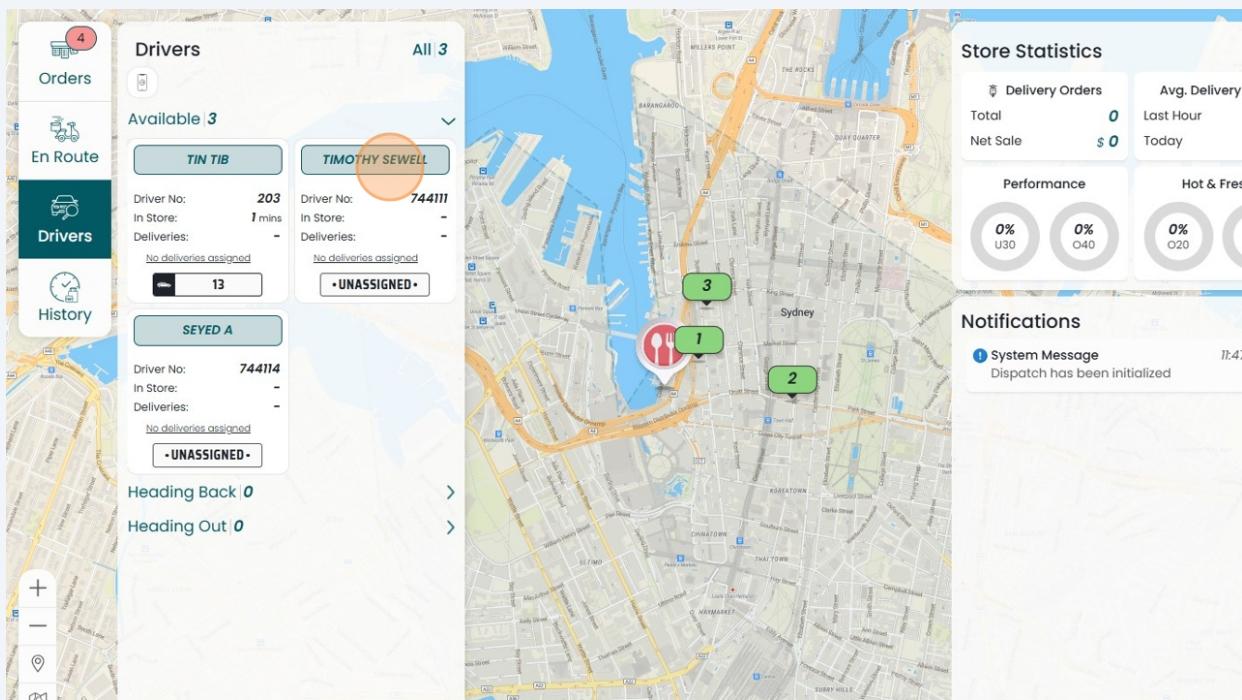
Then, select the vehicle you are going to assign with the driver.



60 Click confirm.

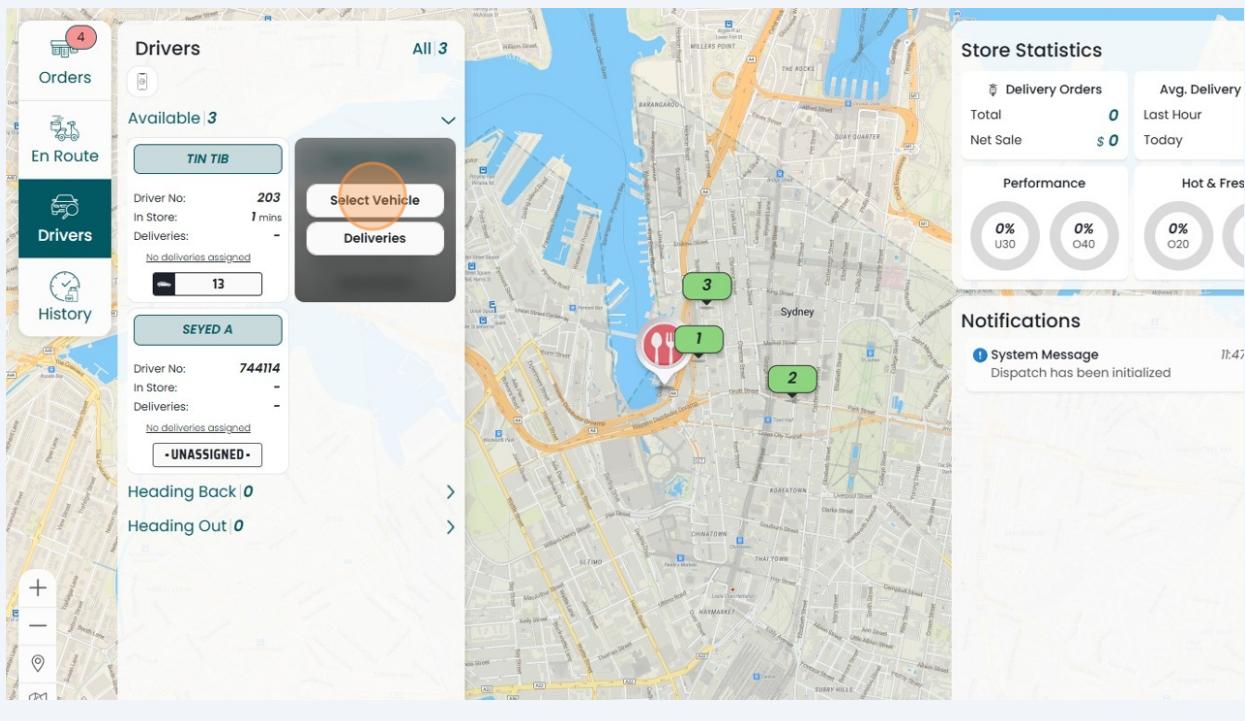


61 Now, the driver is with an assigned vehicle and considered as 'available'.

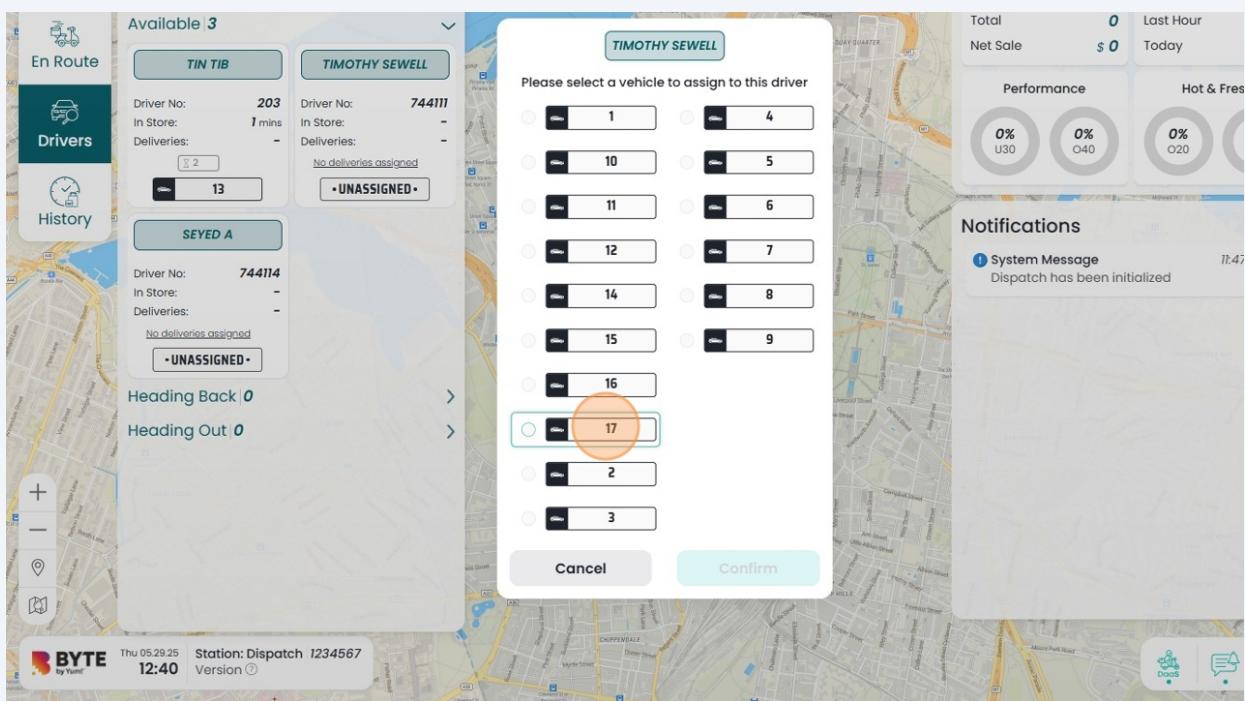


62

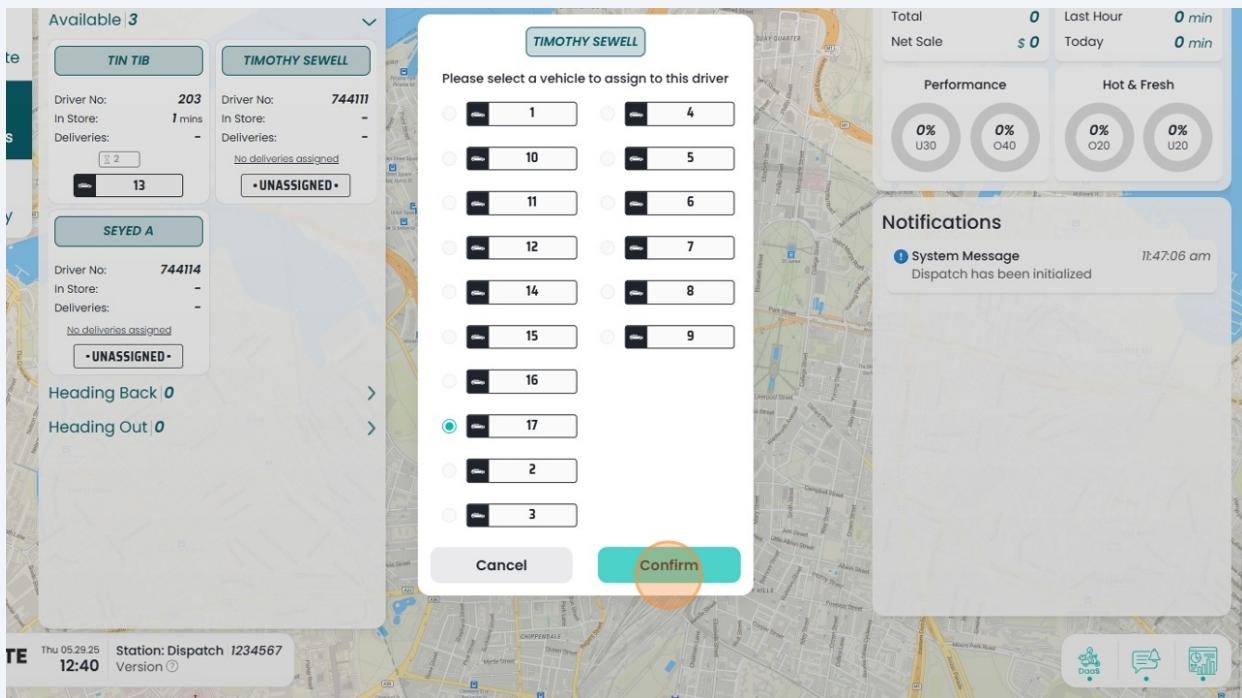
You can follow the same steps for each driver that arrives to their shift.



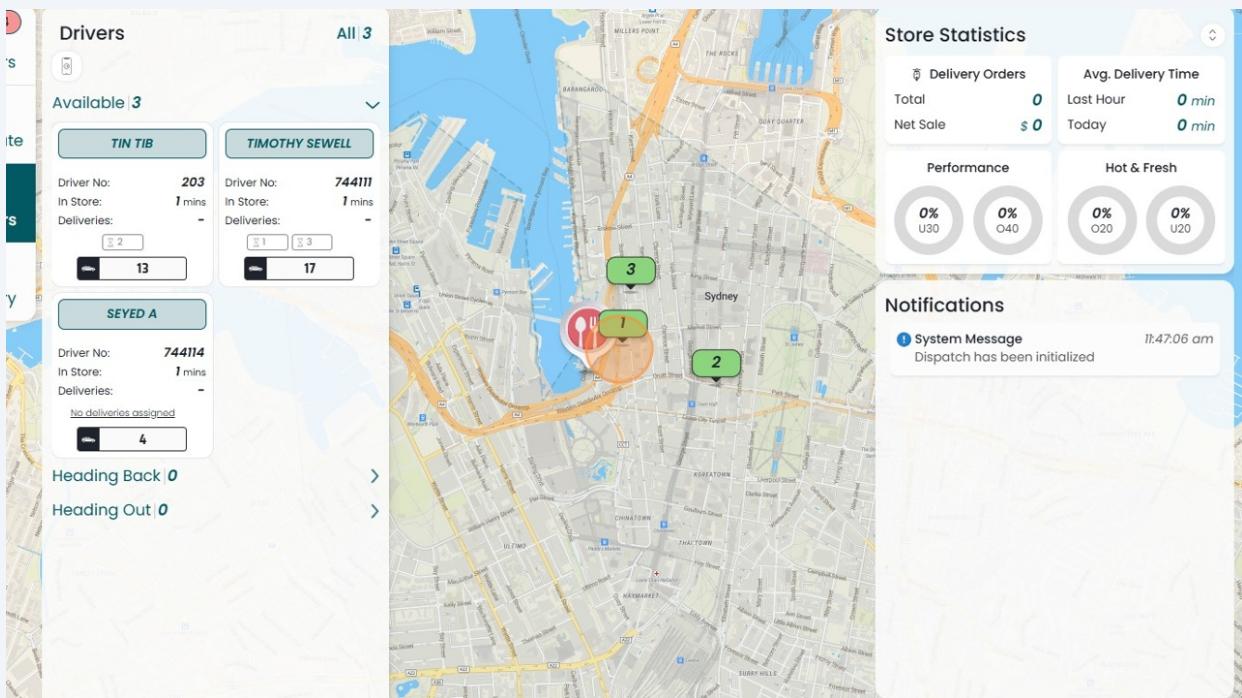
63



64



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FLLOWS Dine-in / Take away