



Pottle's Transportation Driver Mobile iPhone Application

To download the app

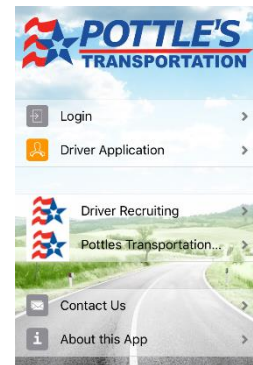
- Go into the app store and type Pottle's into the search bar
- Download the app by pressing the "Get" button

App store Logo →



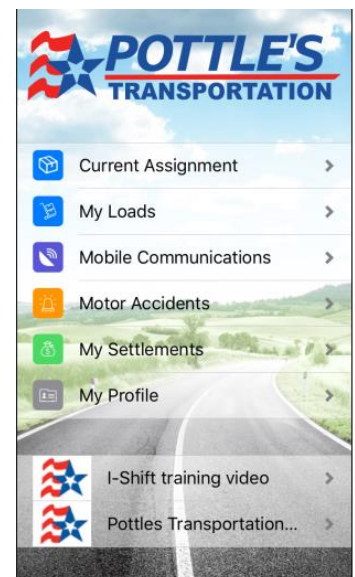
Once the app is downloaded

- Open the app, once opened the login screen will appear
- Select Login and type in the same username and password you use for Mobile-Comm
- Driver Application lets potential drivers apply to Pottle's
- Driver Recruiting and Pottle's Transportation boxes are links that take you to the Pottle's webpage
- Once logged in the app will ask you these questions
 - Allow "Pottles" to access your location while you use the app?
 - Select Allow
 - Pottles; anywhere uses push notifications to provide real-time alerts from Rapid Alert.
 - Enable Alerts to receive real-time alerts about accidents, weather, etc.
 - "Pottles" Would Like to Send You Notifications
 - Select OK to receive notifications and updates from your Fleet Manager



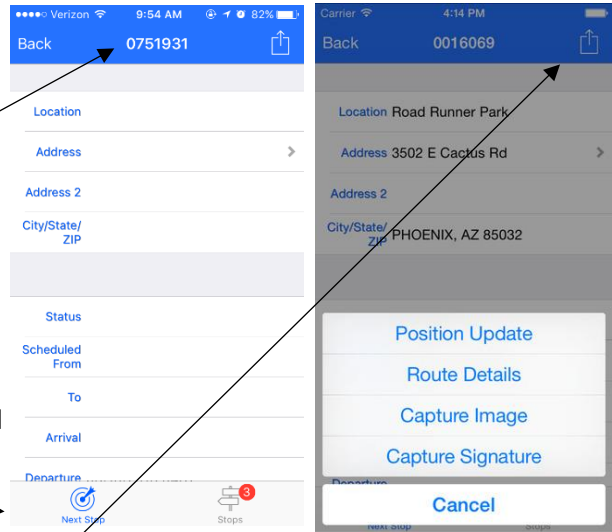
Once you are logged in

- You will see the following buttons
 - Current Assignment
 - What load you are currently on
 - My Loads
 - Previous loads you have been assigned to
 - Mobile Communications
 - Messages to and from fleet manager
 - Motor Accidents
 - Any accidents that have occurred with driver
 - My Settlements
 - Check settlements, holds previous 3 weeks
 - My Profile
 - Driver Profile
 - I-Shift training video
 - Pottle's Transportation

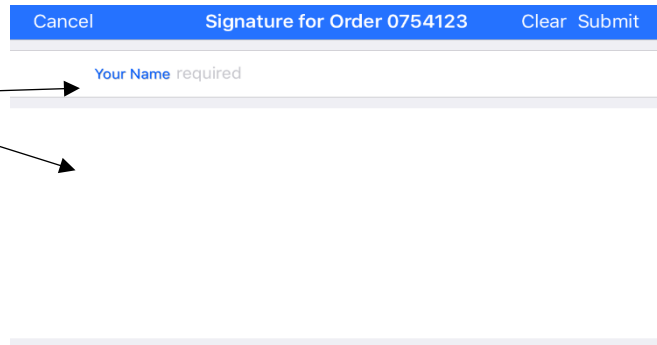


Current Assignment

- Shows the details of your current load
 - Location, address, etc.
 - Status, scheduled from/to, arrival, departure
 - Driver load, weight, cases, pallets
 - Commodity, BOL, etc.
- Show Stop Notes, Directions, Loading Instructions, and Unloading Instructions
- Shows next stop, as well as previous stops
- In the top right, the menu button allows you to access
 - Position Update
 - Give your Fleet Manager an update on your Position
 - Route Details
 - View the details of your route
 - Capture Image
 - Currently does not work, ignore

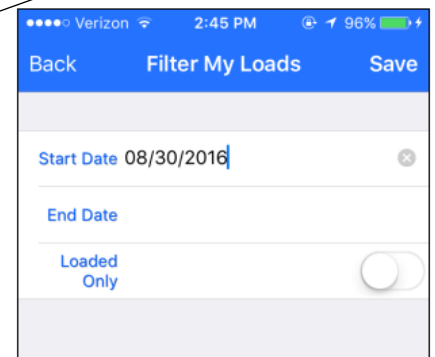


- Capture Signature to sign off on an order
 - Type in your name
 - Use your finger to sign in the box
 - Then select Submit in top right



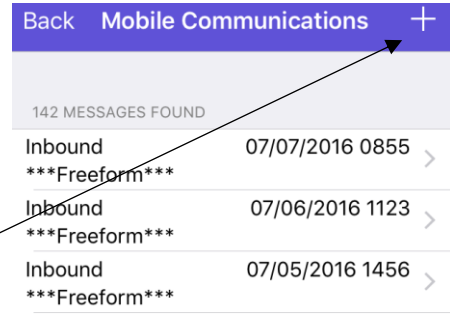
My Loads

- Any previous loads you have been assigned to
- By selecting the "Filter" button in the top right corner, you can choose the date to load your previous loads
- By not filtering, it will load all previous loads



Mobile Communications

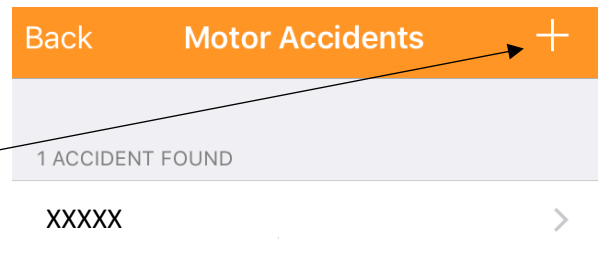
- Shows all of your Mobile-Comm messages and when they were sent/received
- Create a new message by selecting the + button in the top right corner



- Fill out the information based on the selection
 - Here is an example of a Load Confirmation
 - Select Submit in the top right corner when complete

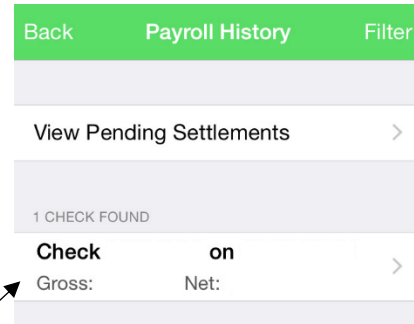
Motor Accidents

- Shows all accidents that have occurred for driver
- Can add an accident report by selecting + button in the top right corner
- Fully fill out each tab on the bottom
 - General, Details, Contacts
 - An example of each tab is below
- When complete, select Save button in the top right corner

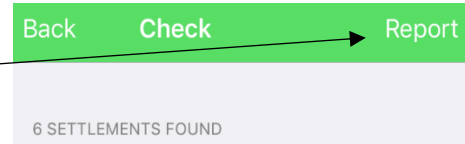


My Settlements

- Check your payroll history, keeps the previous 3 checks
- View Pending Settlements



- To view more details about a check, click the check itself
- It will then show you all settlements involved in the check
- Select Report to view your Driver Paid Settlement Summary

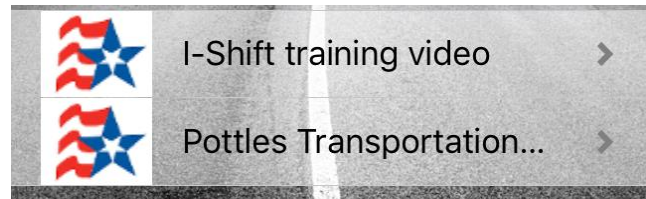


My Profile

- View your profile
 - Driver ID
 - Name
 - Company
 - Phone #
 - Email Address

Informational Links

- Informational Links will be posted here
- Currently these links are posted
 - Volvo I-Shift Training Video
 - Pottle's Transportation Website
- Links will change, but will remain in the same location



Logout, Contact Us, About this App

- At the bottom of the home page is where the logout button and other app tools are located
- If you have any issues regarding the App, please Select the Contact Us button to email us at mobileapp@pottlestrans.com
- Or call 207-947-2179 ext. 3438

