

## 2. Creating Trips (+Scanning)

### Create a trip

Container Coordinators have the possibility of creating trips and associating them with the available drivers. To create a trip, all you need to do is to fill out a simple form with the relevant information.

Go to the trips tab and select the plus sign located at the top right.

Trips



ACTIVE

UPCOMING

PAST

SALES

10009L

RACHEL TEST



Rachel POS Driver

x 1 units

SALES

1000AF

RACHEL TEST



Rachel POS Driver

x 1 units



Home



Trips



Stock

←

Create a trip

Type

▼

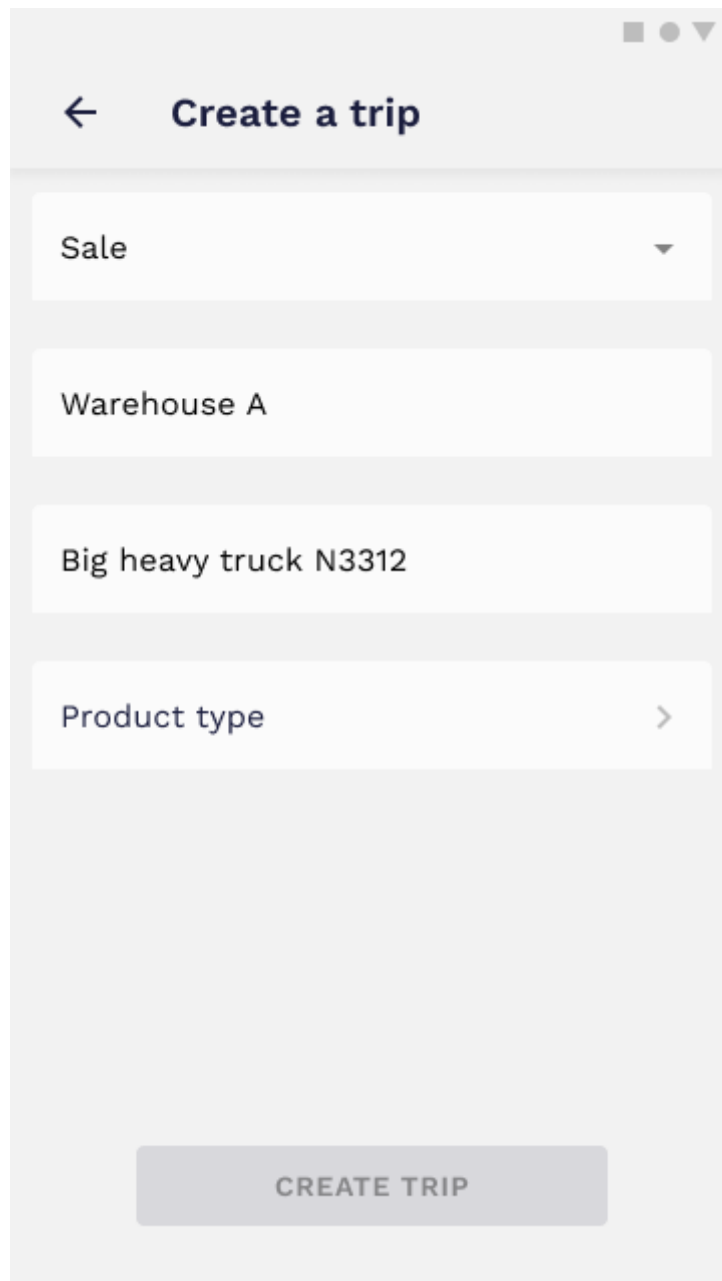
From

Vehicle

Product type

>

CREATE TRIP



A mobile application interface for creating a trip. The screen has a light gray background. At the top, there is a header bar with a back arrow icon and the text "Create a trip". Below the header, there are four input fields stacked vertically, each with a white background and a light gray border. The first field contains "Sale" and has a downward arrow icon on the right. The second field contains "Warehouse A". The third field contains "Big heavy truck N3312". The fourth field contains "Product type" and has a rightward arrow icon on the right. At the bottom of the screen, there is a gray button with the text "CREATE TRIP".

← Create a trip

Sale ▼

Warehouse A

Big heavy truck N3312

Product type >

CREATE TRIP

To select the products you want to be loaded on this trip, you will access a product catalog and be able to select the amount of each available product. All inputs should be filled even if the amount is 0.

← Product type

FILLED

EMPTY

ACCESSORIES



PRO GAS 6KG

—



PRO GAS 10KG

Defective



PRO GAS 50KG

—

CONFIRM


←

Product type

FILLED

EMPTY


ACCESSORIES



PRO GAS 6KG

—


100



PRO GAS 10KG

Defective

50



PRO GAS 50KG

—

50

CONFIRM

Like any other important action, this one must be confirmed before proceeding. You will be asked to confirm the quantities before moving to the next step.

A trip summary is then displayed to help you visualize all the information before creating the trip. If everything is correct, just click on the **Create Trip** button and you're done.



## Product type



FILLED

EMPTY

ACCESSORIES

### PRODUCT OVERVIEW



**PRO GAS 6KG**

Full

x 100 unit(s)



**PRO GAS 10KG**

Full • Defective

x 50 unit(s)



**PRO GAS 10KG**

Empty

x 50 unit(s)

BACK

CONFIRM

←

Create a trip

Sale

▼

Warehouse A

▼

Big heavy truck N3312


▼

Product type

ProGas 6kg Full, ProGas 10kg...

>


Product overview



PRO GAS 6KG

Full


x 100 units



PRO GAS 10KG

Full

x 50 units



PRO GAS 10KG

Empty

x 50 units

CREATE TRIP

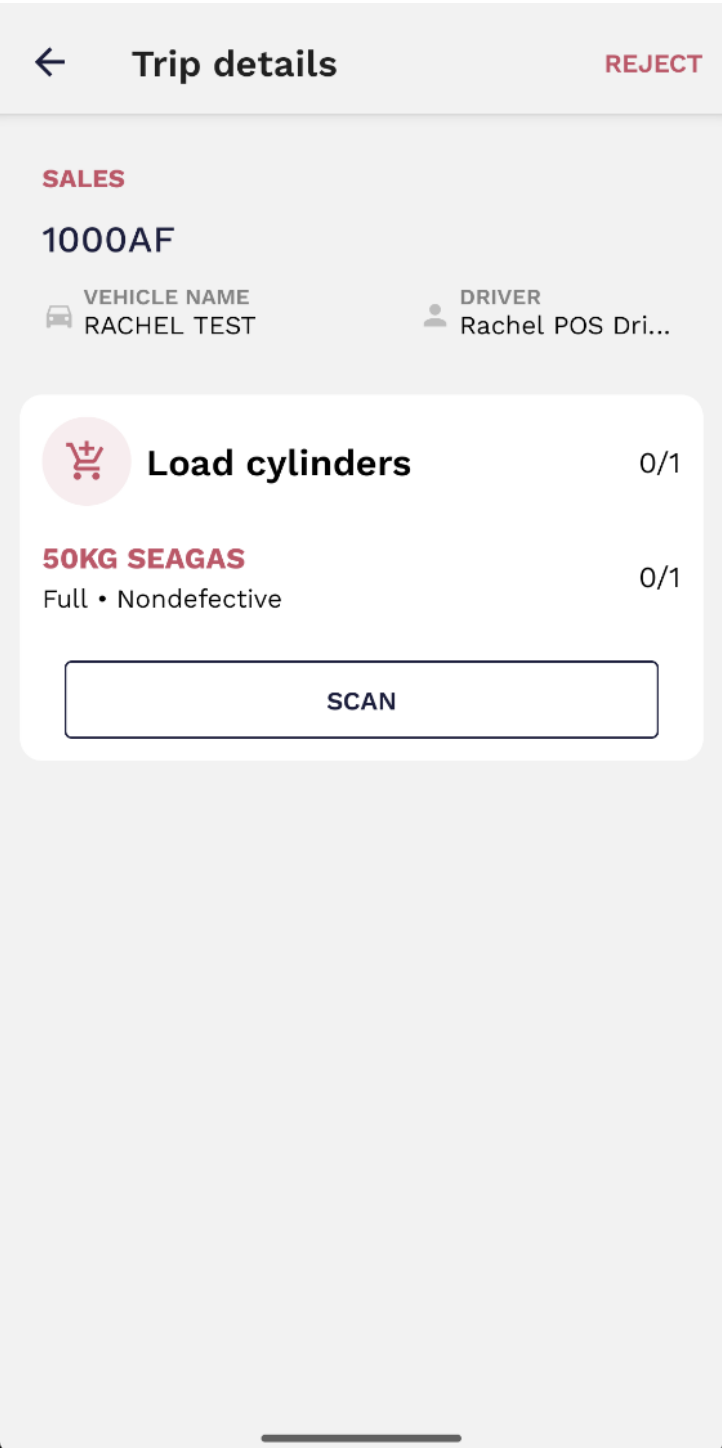
Video tutorial

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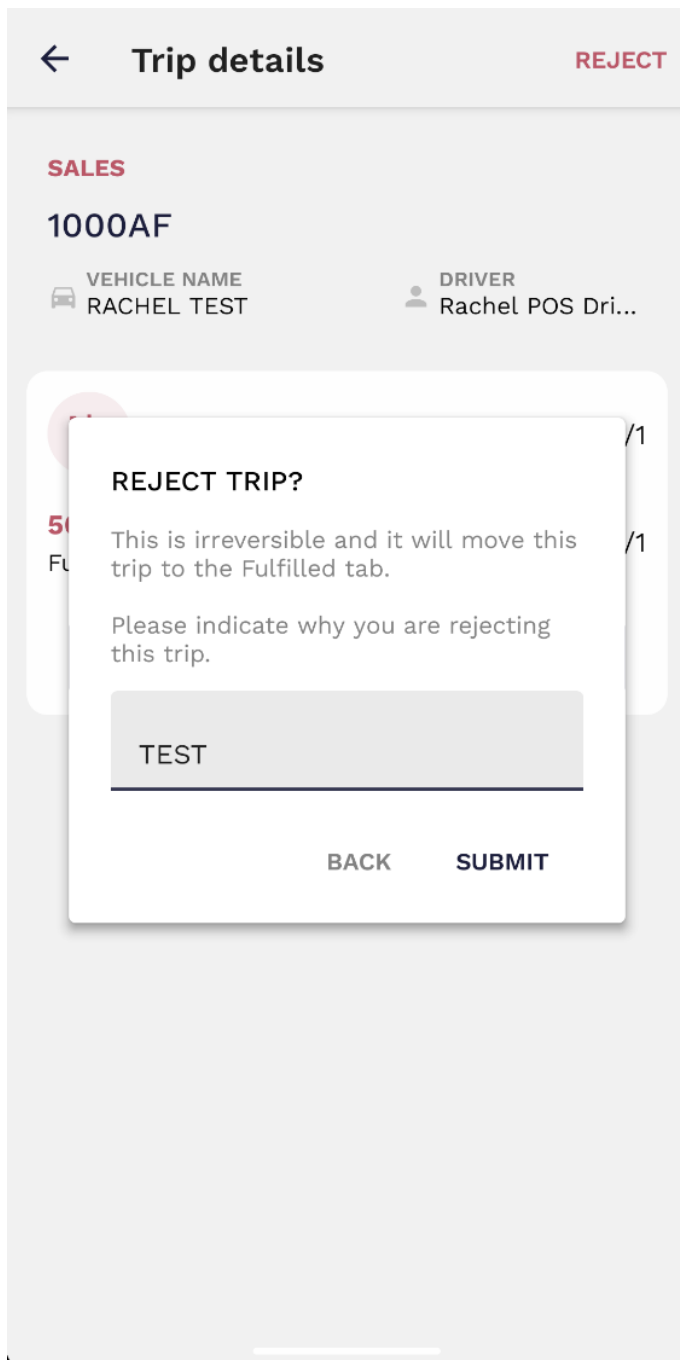


# Reject a trip

POS Managers have the ability to reject a trip if there’s a valid reason for that. In order to do that, all you need to do is select a trip and open the details page. A button to reject the trip will be displayed in the upper right corner.



To reject a trip you need to indicate the reason you’re rejecting it. A brief explanation will do.



## Video tutorial

