

# 6. How to Finish Trips (+Scanning)

## Finish a trip

Once your shift is finished, you have to end the current trip. You do not have to sell all of the loaded products to finish a trip but you will need to **Offload** them first.

All you need to do is go to the final location and offload your products. In this case, you will need to scan all the cylinders and insert the amount of accessories that are being offloaded. Both the driver and the container coordinator have to confirm the quantity and sign the action but it is only the driver who must scan the cylinders (a scanner has the capability to participate in this procedure, concurrently scanning cylinders alongside the driver).

SALES

A34JK


CONTAINER  
Warehouse A

MANAGER  
John Doe CC

 Loading request ✓

 Sell Products

SELL

 Remaining cylinders

PRO GAS 6KG 10  
Full

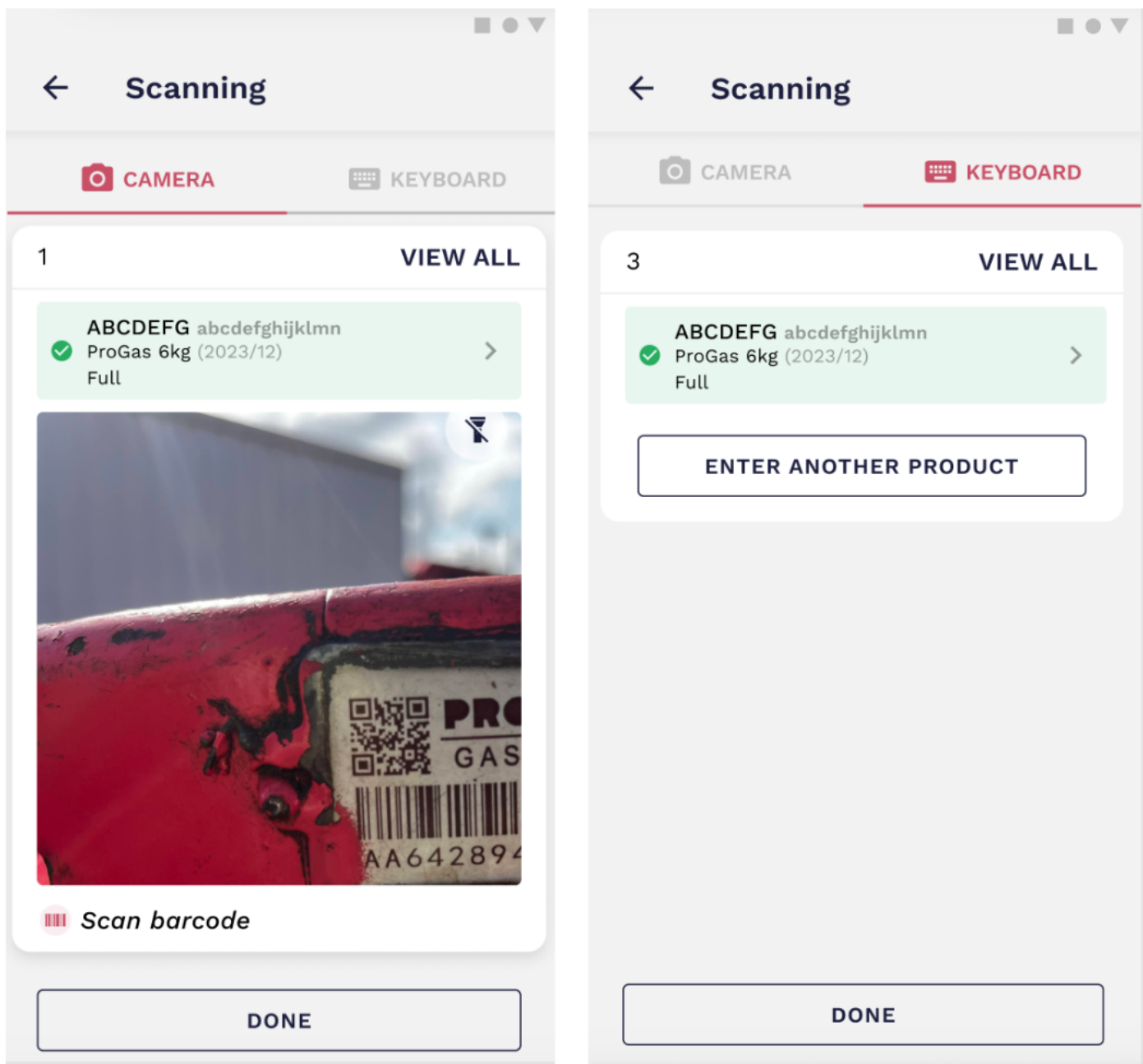
PRO GAS 10KG 2  
Full

PRO GAS 10KG 2  
Empty

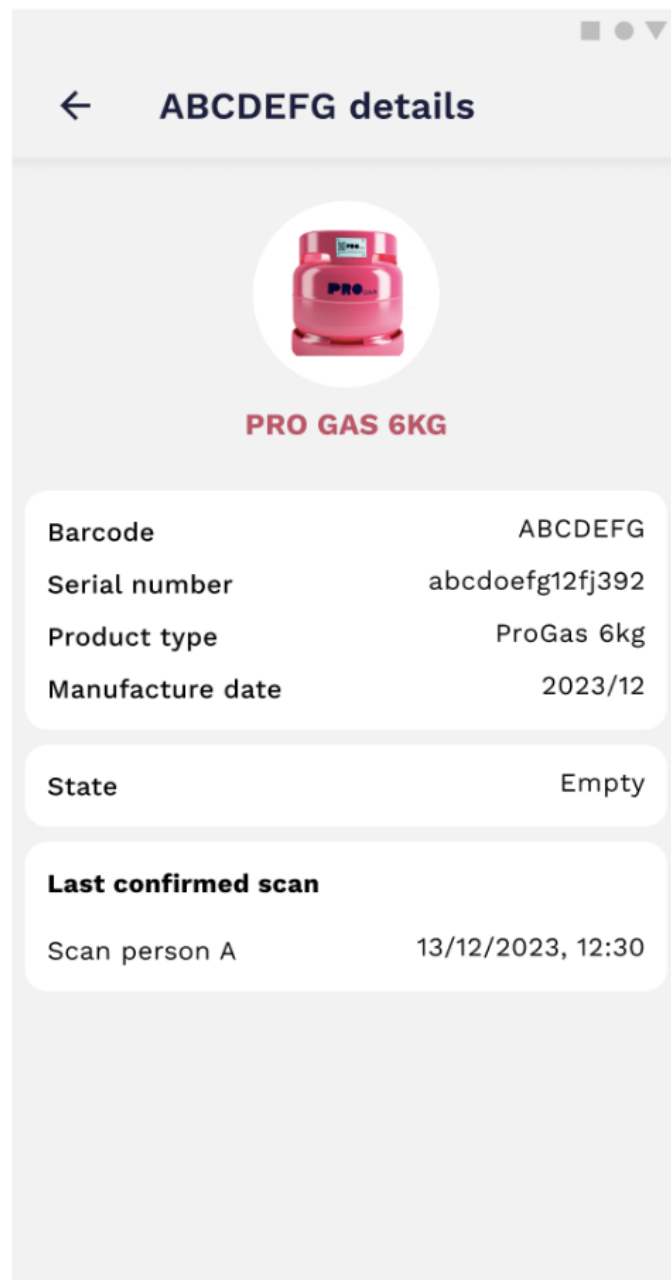
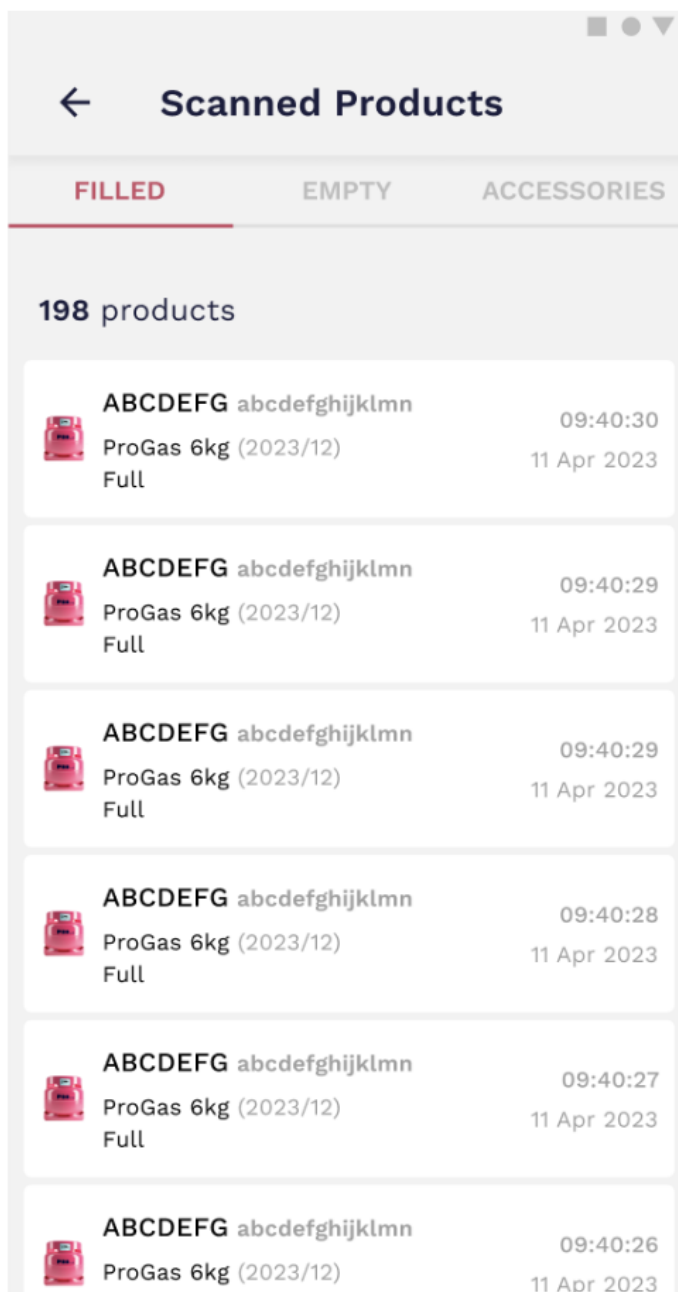
SCAN

Selling history >

In order to offload, you must scan the products which are in the vehicle. To do so, click on 'scan' and scan the barcodes of the cylinders. If the barcode is unscannable, you can input the serial number by going to the keyboard section.



To view all cylinders in the order, you can click 'view all' located on the top right. You can then click on each cylinder in the list to view detailed information about the particular cylinder.



You may offload more cylinders than expected. If the total number of cylinders expected to be offloaded is 14 and the driver has 18 cylinders in the vehicle, you should simply scan all of the cylinders physically available, then the total number of cylinders will be updated.

SALES


A34JK

CONTAINER  
Warehouse A

MANAGER  
John Doe CC

 Loading request ✓

 Sell Products ✓

 Offloaded Cylinders 14

PRO GAS 6KG 10  
Full

PRO GAS 10KG 2  
Full

PRO GAS 10KG 2  
Empty

SCAN

Selling history >

CONFIRM AND SIGN OFFLOADING

SALES

A34JK

CONTAINER  
Warehouse A

MANAGER  
John Doe CC

 Loading request ✓

 Sell Products ✓

 Offloaded Cylinders 18

PRO GAS 6KG 10  
Full

PRO GAS 10KG 2  
Full

PRO GAS 10KG 2  
Empty

PRO GAS 10KG 2  
Empty

PRO GAS 10KG 2  
Empty


SCAN

Selling history >

CONFIRM AND SIGN OFFLOADING

Upon scanning the cylinders and inputting the quantities of accessories, once the products are prepared for offloading, you can proceed to confirm and sign off on the loading.

SCAN



Offloaded Accessories200

REGULATOR 13KG

Nondefective

100

PRO GAS HOES

Nondefective

100

ACCESSORIES OFFLOADED

Selling history>


CONFIRM AND SIGN OFFLOADING


Then, a confirmation window will


that you will be

**SALES**

**A34JK**

 **VEHICLE NAME**  
Big heavy truck N3312

 **DRIVER**  
John Doe

**Confirm offload** 

Do you want to confirm and sign these products?

**CONFIRM**

**CANCEL**

**SEA GAS 10KG**  
Empty • Defective  
10/100

**PRO GAS 50KG**  
Full • Defective  
50/50

**SCAN**

**CONFIRM AND SIGN LOADING**

offloading the vehicle's contents.

When this is confirmed, you must wait for the container coordinator at the end location to confirm and sign the offloading.


After that, a pop-up will be displayed and you can end the trip.

## Trip details

### SALES

10009K

 VEHICLE NAME  
RACHEL TEST

 DRIVER  
Rachel POS Driver



Load Products



Sell Products



Offload Products



History

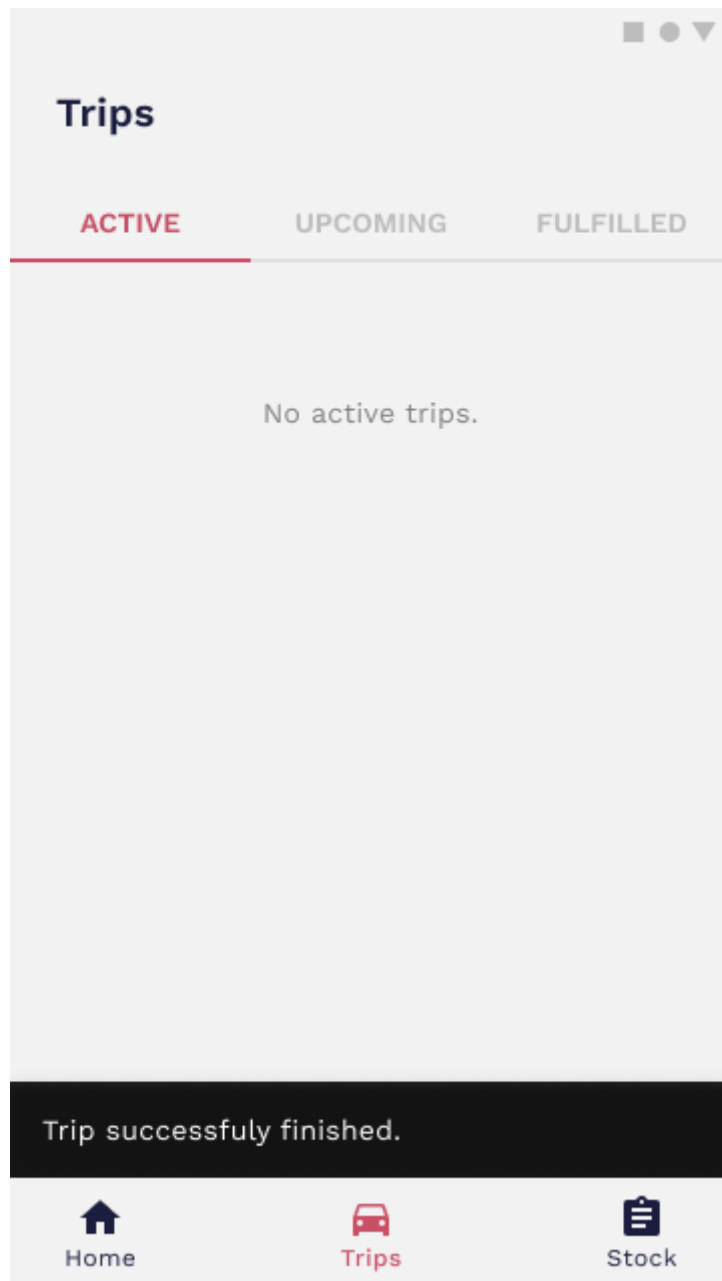


### Fulfilled trip

Your trip was successfully fulfilled. You can now end the trip.

END TRIP





## Video tutorials

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