

TrackIt UK A&A Instruction Manual

TrackIt | Navigation Overview | UK IT



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TrackIt

What is TrackIt?



TrackIt - Introduction

This training material has been created to provide an overview of basic navigation in TrackIt and associated elements completed during a delivery.

- The UK solution still has elements of development and configuration. Subsequent training material will be updated when these items are delivered.

This training material is designed to give an indication of what TrackIt brings as the Cadis replacement.

General Note: Material created for the pack has been taken from several test scenarios, so you may notice some discrepancies between customer names / delivery numbers.

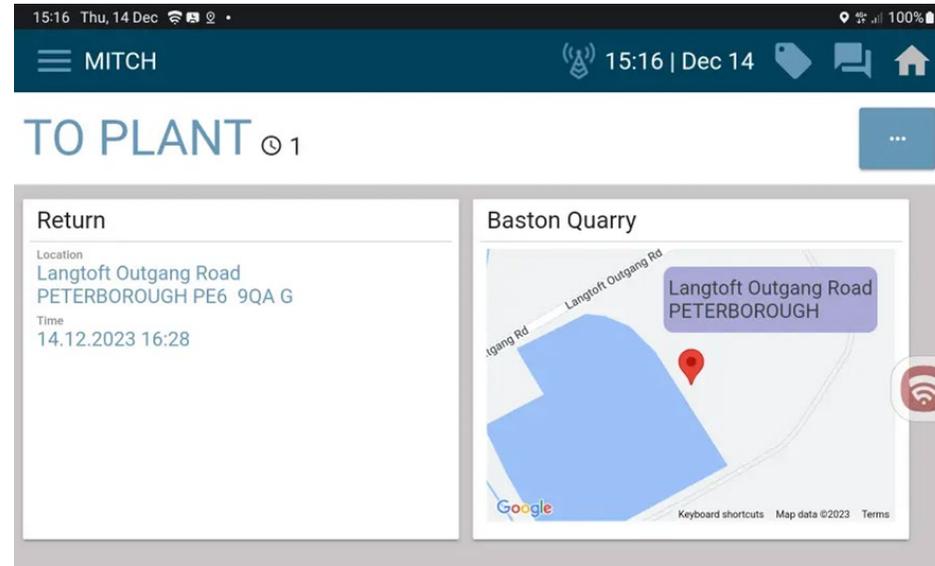
Please direct any questions that you have regarding this guide, after reading, through your local Distribution Resource Manager.



TrackIt - Product Overview

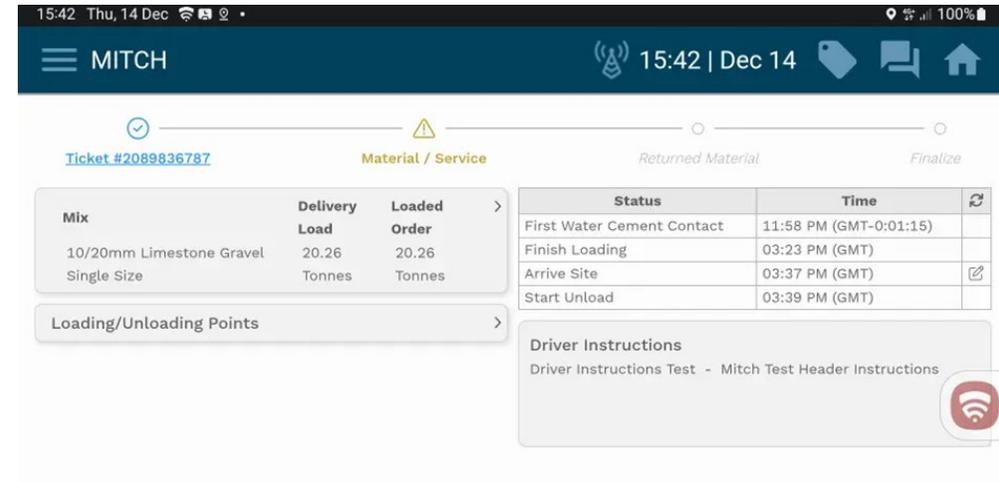
What is TrackIt?

- Replacement of Cadis
 - Status Tracking
 - GPS Tracking
- Requirement for Dispatch



What is Mobile Ticket Solution?

- Additional Services
 - Returned Material (Leftover quantity)
 - Customer Comments & Signature
- Requirement for EPOD (SOG and Paperless Process)

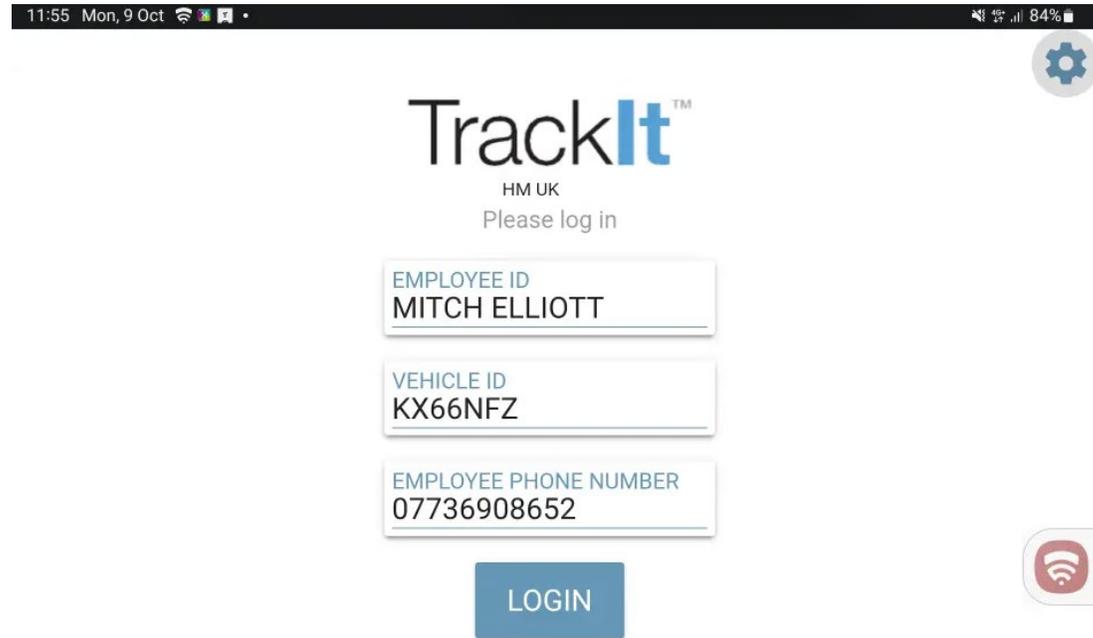


TrackIt

User Log On and
Safety Checks



User Log On and Safety Checks



11:55 Mon, 9 Oct 84%

TrackIt™
HM UK
Please log in

EMPLOYEE ID
MITCH ELLIOTT

VEHICLE ID
KX66NFZ

EMPLOYEE PHONE NUMBER
07736908652

LOGIN

Here we can see the initial Log in screen.

During the first log in, these fields will all be blank.

Each field needs to be populated with the respective information, detailed below (See screenshot for an example):

- Employee ID - This field requires the users FULL name.
- Vehicle ID - This field requires the vehicle registration without any spaces.
- Employee Phone Number - This field requires a valid contact number that the driver wishes to be contacted on.

Note* The user must login using their full name as this piece of information must be unique.

The login process will fail if a user attempts to login using the same name as another user.



User Log On and Safety Checks

The image shows two screenshots of the TrackIt mobile application interface. The first screenshot, titled "Question 1 of 2", displays the question "VEHICLE OK?" with two blue buttons labeled "YES" and "NO". The second screenshot, titled "Question 2 of 2", displays the question "I WILL CHECK BEFORE UNLOADING THE AREA IS SAFE" with two blue buttons labeled "YES" and "NO", and a blue "BACK" button with a red Wi-Fi icon above it. Both screenshots show a status bar at the top with the time, date, and battery level.

Once the user has entered their details, they will be presented with the safety questions.

The user should select either "Yes" or "No" once the vehicle has been checked.

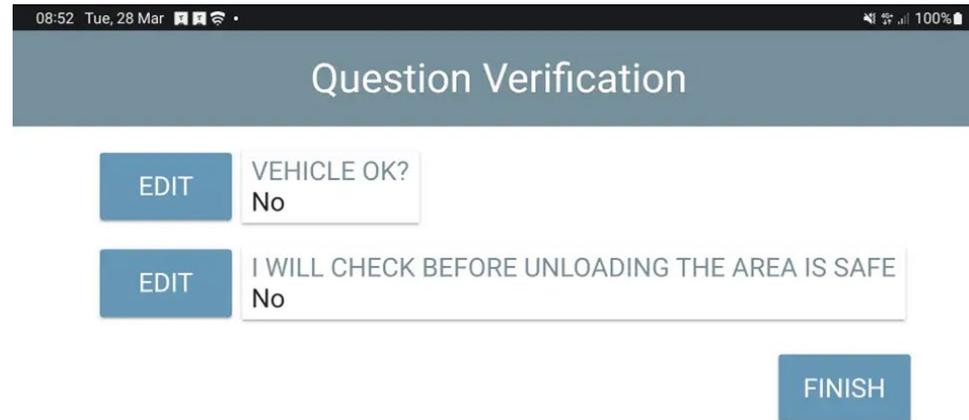
The user will then be presented with the second safety question.

The user will need to select either "Yes" or "No" to this question.

There is also an option to select the "Back" button in case the first question was answered in error.



User Log On and Safety Checks



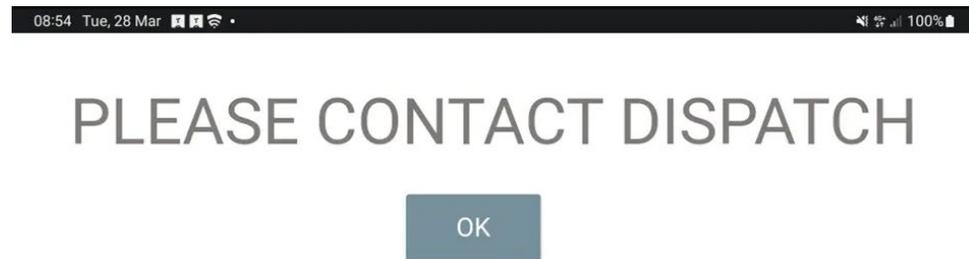
08:52 Tue, 28 Mar 100%

Question Verification

EDIT VEHICLE OK?
No

EDIT I WILL CHECK BEFORE UNLOADING THE AREA IS SAFE
No

FINISH



08:54 Tue, 28 Mar 100%

PLEASE CONTACT DISPATCH

OK



Status changed to: FAILED SAFETY CHECK

After answering both safety questions the user will be presented with a summary of their answers.

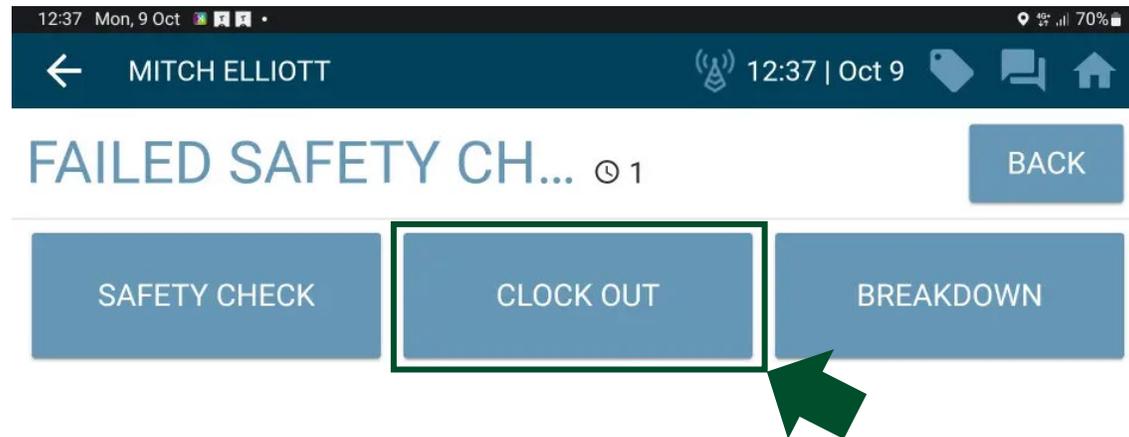
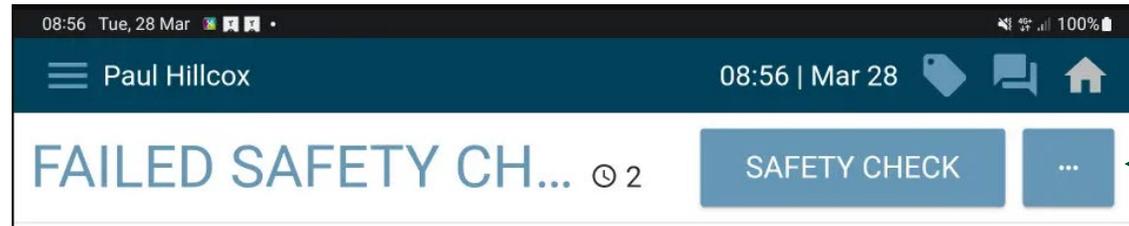
If either of the answers were indicated as a "No", the user will be prohibited from logging in once the "Finish" button has been selected.

Here is an example of the screen a user would see in this situation.

The user must select the "OK" button to proceed.



User Log On and Safety Checks



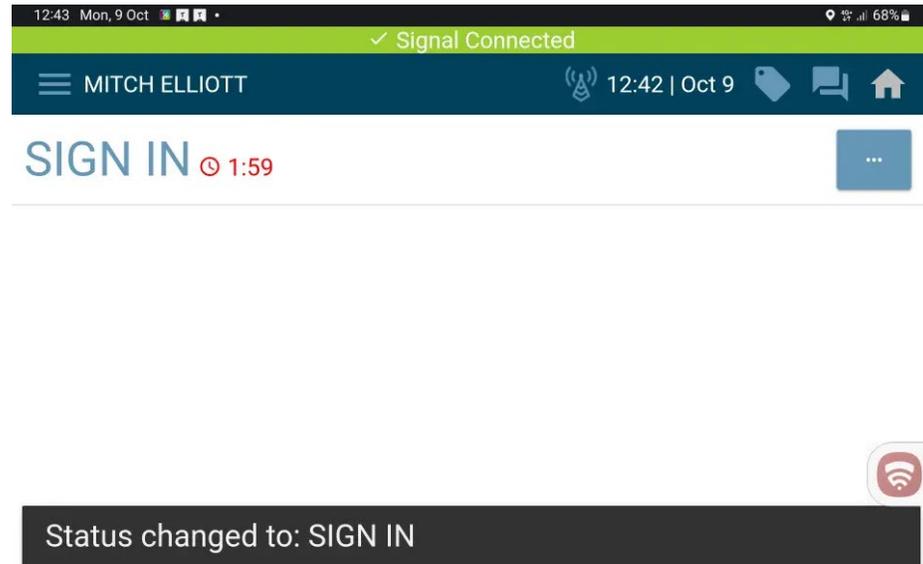
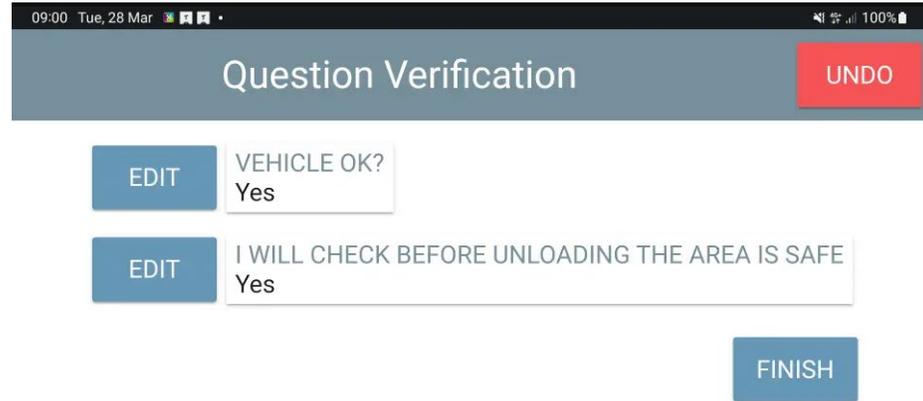
This will update the device to show a status of "Failed Safety Check" and the user will not be logged into SyncroTESS.

Here the user can select the "Safety Check" button to perform the checks again.

Alternatively, selecting the icon with the 3 dots will allow the user to "Clock Out".



User Log On and Safety Checks



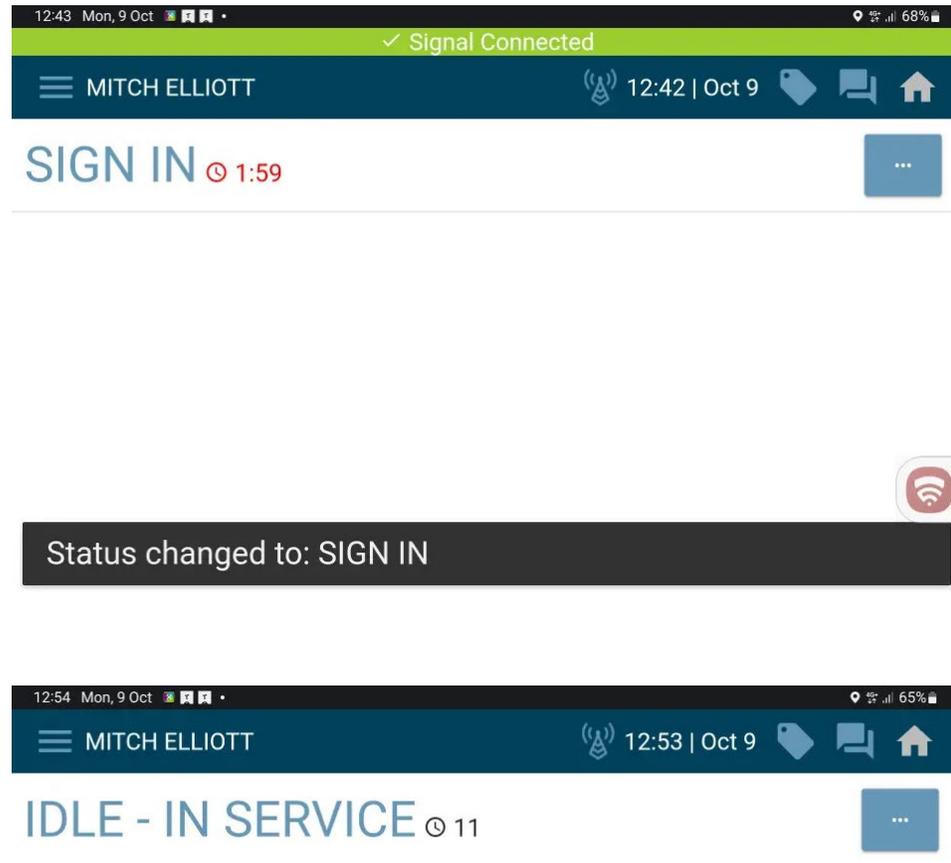
Here we see an example where both safety questions were answered with "Yes", selecting the "Finish" button to proceed.

The TrackIt application then proceeds with the log in process.

Here we see the screen will change to a status of "Sign In".



User Log On and Safety Checks



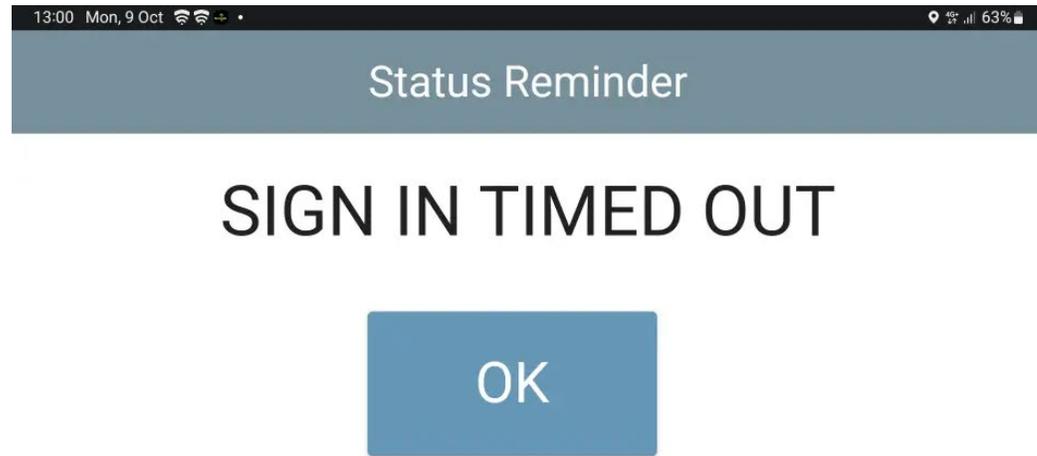
Whilst in the status of "Sign In", the system displays a countdown timer of 2 minutes.

This gives the system 2 minutes to attempt to connect.

Here the login process has been successful and the device has automatically updated to show the "Idle - In Service" status.

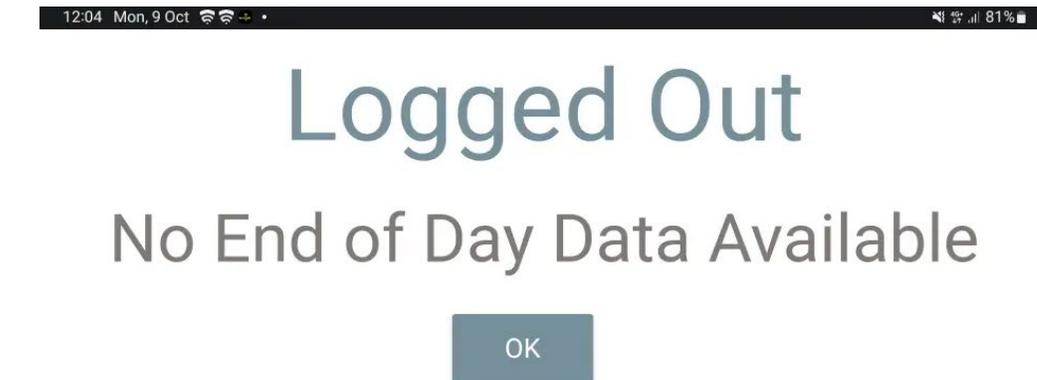


User Log On and Safety Checks



If TrackIt is unable to connect within the 2-minute timer, a "Sign In Timed Out" screen will be displayed.

The user must select "OK" to proceed.



This will then present a "Logged Out" message.

Here the user will need to select the "Ok" button again to be taken back to the initial "Log in " screen from Slide 7.

In this situation the user should re-attempt login when a better signal is received.

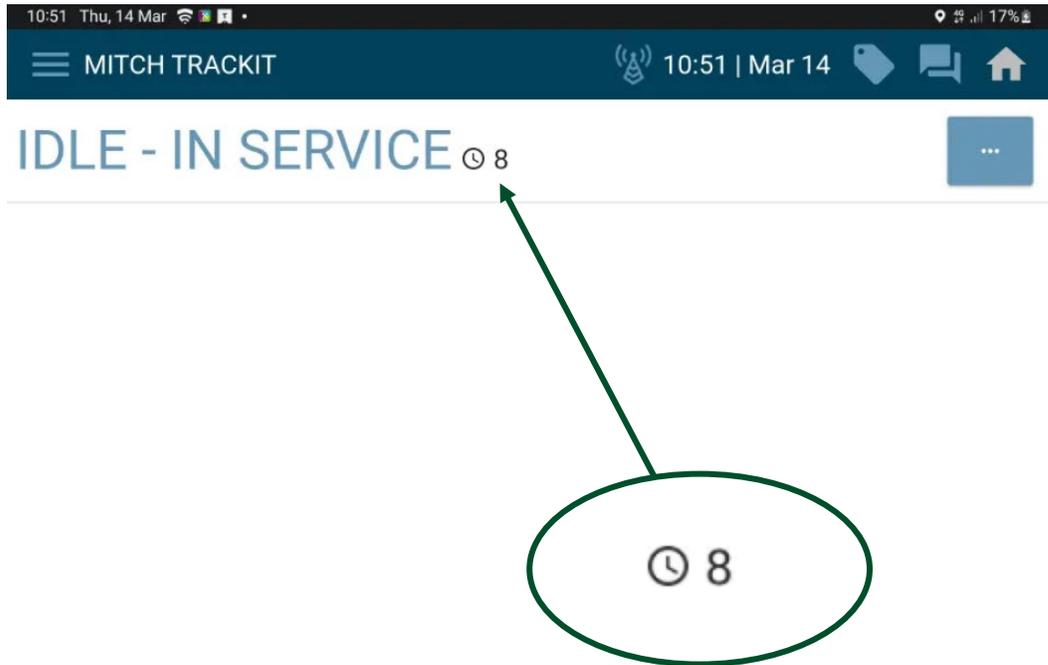


TrackIt

Delivery Process



TrackIt Screenflow A&A Delivery



When a user first logs in, they may either be in a status of "Idle - In Service" or "To Plant" depending on the data that is set up in SyncroTESS.

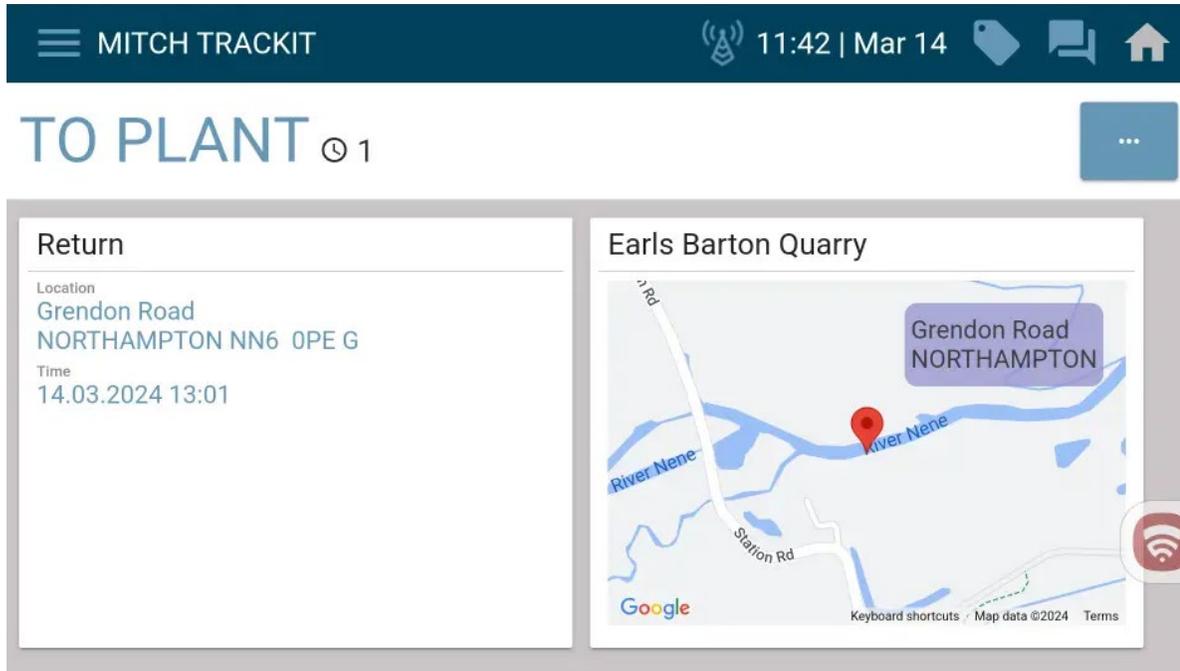
Here we can see TrackIt showing an "Idle - In Service" status.

This status indicates the driver is logged in and awaiting instructions.

Notice the small clock icon next to the status name, this indicates how long the user has been in the associated status.



TrackIt Screenflow A&A Delivery



Here we see instructions have now been given on the TrackIt device. The screen now shows the vehicle is needed to return to a plant.

The plant address details can be found in the 'Card' on the left-hand side of the screen, or the plant name and map location can be found in the 'Card' on the right-hand side of the screen.



TrackIt Screenflow A&A Delivery



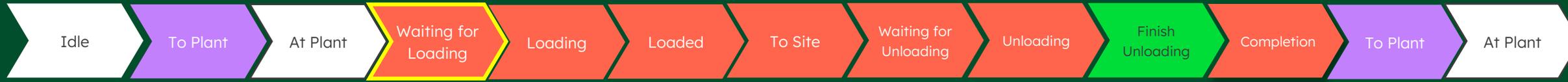
Once the driver arrives within the plants geofence the status will automatically update to "At Plant".



At this stage, if no allocation details have already been sent, the device will automatically update again to "Idle".



TrackIt Screenflow A&A Delivery

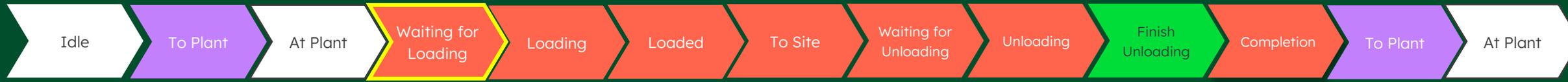


If an allocation has been sent the status will automatically update to "Waiting for Loading".

At this stage TrackIt will now display the allocation information in the 'Card' on the left-hand side and a map of the site location in the 'Card' on the right-hand side.



TrackIt Screenflow A&A Delivery



MITCH TRACKIT 11:49 | Mar 14

WAITING FOR LOA... 0

2011169104.0000200000_001

Quantity and Material
19,8 t - 0/4mm MP Limestone Sand

Customer
Dellamix Concrete Ltd
Mitch Site Test
07736908652

Customer Site
MAIN RD
EARLS BARTON NN6 0

Loading Plant
Earls Barton Quarry

Dellamix Concrete Ltd
{MAIN RD}

MAIN RD
EARLS BARTON

Main Rd

Line Wy

Google Keyboard shortcuts Map data ©2024 Terms

Once an allocation is presented, the user can select either of the ticket icons to display the mobile ticket details.

MITCH TRACKIT 11:59 | Mar 14

Ticket #2011169104.0000200000_001

Material / Service Returned Material Finalize

Mix	Delivery Load	Status	Time
0/4mm MP Limestone Sand	19.8 Tonnes		

Loading/Unloading Points

Driver Instructions



TrackIt Screenflow A&A Delivery



MITCH TRACKIT 11:59 | Mar 14

Ticket #2011169104.0000200000_001

Mix: 0/4mm MP Limestone Sand | Delivery Load: 19.8 Tonnes

Status: | Time: | Refresh

Driver Instructions

If the user does choose to view the mobile ticket, they can then select the "Home" icon to be taken back to the original view.

MITCH TRACKIT 11:49 | Mar 14

WAITING FOR LOA... 0

2011169104.0000200000_001

Quantity and Material
19,8 t - 0/4mm MP Limestone Sand

Customer
Dellamix Concrete Ltd
Mitch Site Test
07736908652

Customer Site
MAIN RD
EARLS BARTON NN6 0

Loading Plant
Earls Barton Quarry

Dellamix Concrete Ltd
{MAIN RD}

MAIN RD
EARLS BARTON



TrackIt Screenflow A&A Delivery



The next update that comes through to TrackIt should be automatic.

This update is driven by the completion of the "Start Load" process in the delivery monitor (Weighbridge operator's responsibility).

After receiving this update, TrackIt will automatically advance the status to "Loading".



TrackIt Screenflow A&A Delivery



MITCH TRACKIT 12:22 | Mar 14

LOADED 0

2011169104.0000200000_001

Quantity and Material
20,03 t - 0/4mm MP Limestone Sand

Customer
Dellamix Concrete Ltd
Mitch Site Test
07736908652

Customer Site
MAIN RD
EARLS BARTON NN6 0

Loading Plant
Earls Barton Quarry

Dellamix Concrete Ltd
{MAIN RD}

MAIN RD
EARLS BARTON

Main Rd
Line Wy

Google Keyboard shortcuts Map data ©2024 Terms

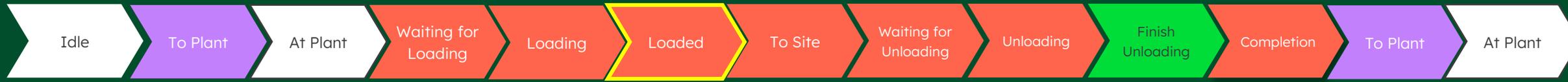
Again, this next update should be automatic based on the processes completed by the weighbridge operator.

Once the "Finish Load" process has been completed in the delivery monitor another update will be sent to TrackIt.

After receiving this update, TrackIt will advance the status to "Loaded"



TrackIt Screenflow A&A Delivery



Top Screenshot: MITCH TRACKIT 12:22 | Mar 14. Status: LOADED. Ticket: 2011169104.0000200000_001. Customer: Dellamix Concrete Ltd {MAIN RD}. Material: 20,03 t - 0/4mm MP Limestone Sand.

Bottom Screenshot: MITCH TRACKIT 12:26 | Mar 14. Ticket #2090253120. Material / Service: 0/4mm MP Limestone Sand. Delivery Load: 20.03 Tonnes. Loaded Order: 20.03 Tonnes. Status: Finish Loading. Time: 12:21 PM (GMT). Driver Instructions section is visible.

Once the “Loaded” status has been received the user will be able to view additional information in the mobile ticket.

Here the user will now be able to see the SAP assigned delivery number aswell as an additional field called “Loaded Order”.

This field describes the total amount of quantity that has been loaded so far for this order item



TrackIt Screenflow A&A Delivery



MITCH TRACKIT 12:26 | Mar 14

Ticket #2090253120

Mix	Delivery Load	Loaded Order	Status	Time
0/4mm MP Limestone Sand	20.03 Tonnes	20.03 Tonnes	Finish Loading	12:21 PM (GMT)

Loading/Unloading Points > Driver Instructions

Selecting anywhere on the “Mix” section of the mobile ticket, the user will be able to see additional information.

MITCH TRACKIT 12:31 | Mar 14

X Material and Delivery Information

Material Summary General Delivery Information Material Information QR Code

Mix : 0/4mm MP Limestone Sand
 Delivery Load : 20.03 Tonnes
 Total Order Quantity : 20 Tonnes
 Loaded Order Quantity : 20.03 Tonnes

Here we see the “Material Summary” section displayed.

The information presented here includes the amount loaded on this delivery, the quantity ordered and the quantity loaded so far.



TrackIt Screenflow A&A Delivery



MITCH TRACKIT 12:34 | Mar 14

X Material and Delivery Information

Material Summary **General Delivery Information** Material Information QR Code

Plant Name: Earls Barton Quarry
 SAP Delivery number (BCC Number): 2090253120
 Sales order number and item line: 2011169104.0000200000_001
 Customer PO Number: Roster Check
 Order placed by name: Mitch Test
 Order placed by phone number: 01509 123456
 Resource ID: M1TCH
 Loaded Qty: 20.03 Tonnes
 Total loaded qty including this load: 20.03 Tonnes
 Ordered Qty: 20 Tonnes
 Load space: 0
 Delivery flow: 0.000
 Unloading Method: Unknown
 Total on site time/ordered unloading time: 0
 Distance to Site: 2.848

Here we see the “General Delivery Information” section.

The details visible in this section include:

- SAP Delivery number
- SAP Sales document number
- Customers PO number
- Total amount of onsite time ordered
- Distance to Site



TrackIt Screenflow A&A Delivery



MITCH TRACKIT 12:41 | Mar 14

X Material and Delivery Information

Material Summary General Delivery Information **Material Information** QR Code

Material: 0/4mm MP Limestone Sand
Grade: INTERNAL USE ONLY
Admix Description: 0/4mm MP Limestone Sand
Max Water/Cement Ratio: 0
Code: 200926
Chloride: 0
Signed By Heidelberg Materials: MELLIOT

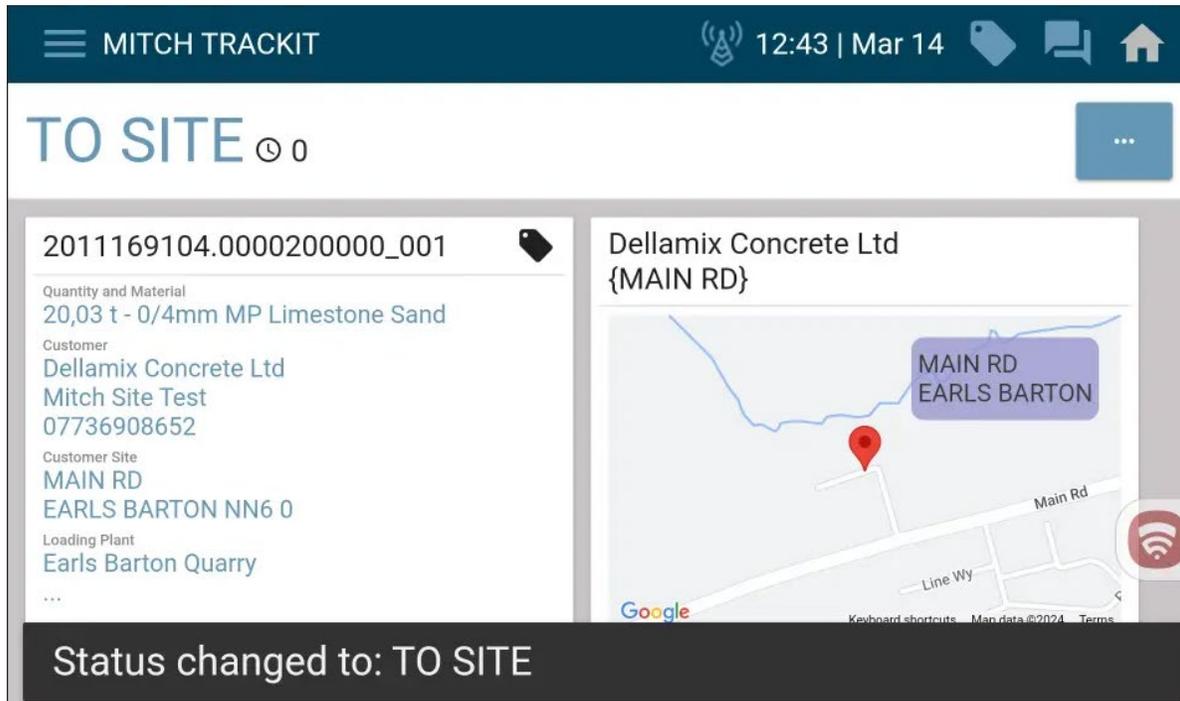
Here we see the “Material Information” section.

The details visible in this section include:

- Material Description
- BS EN grading (If applicable)
- SAP Material Code
- SAP User name of the person who completed the “Finish load” process.



TrackIt Screenflow A&A Delivery



Following the update of TrackIt to the “Loaded” status, the system is now able to automatically update once the driver leaves the plant geofence.

Upon exiting the geofence, TrackIt will automatically update to the “To Site” status.

Note* The TrackIt screen must display a status of “Loaded” BEFORE leaving the plant geofence for this update to be automatic.



TrackIt Screenflow A&A Delivery



MITCH TRACKIT 12:52 | Mar 14

TO SITE 8

2011169104.0000200000_001

Quantity and Material
20,03 t - 0/4mm MP Limestone Sand

Customer
Dellamix Concrete Ltd

Mitch Site Test
07736908652

Customer Site
MAIN RD
EARLS BARTON NN6 0

Loading Plant
Earls Barton Quarry

Dellamix Concrete Ltd
{MAIN RD}

MAIN RD
EARLS BARTON

MITCH TRACKIT 12:53 | Mar 14

Ticket #2090253120

Mix	Delivery Load	Loaded Order	Status	Time
0/4mm MP Limestone Sand	20.03 Tonnes	20.03 Tonnes	Finish Loading	12:21 PM (GMT)

Loading/Unloading Points >

Driver Instructions

Whilst on the way to site, the user may need to call the site contact.

TrackIt includes the site contact details in various locations, one of which is the “Loading / Unloading point” menu in the mobile ticket.



TrackIt Screenflow A&A Delivery



MITCH TRACKIT 12:53 | Mar 14

Ticket #2090253120

Mix	Delivery Load	Loaded Order
0/4mm MP Limestone Sand	20.03 Tonnes	20.03 Tonnes

Status	Time
Finish Loading	12:21 PM (GMT)

Driver Instructions

Selecting this menu will present additional details.

MITCH TRACKIT 12:57 | Mar 14

X Loading/Unloading Points

Loading Point

Plant Name: Earls Barton Quarry
Plant Address: Grendon Road
Scheduled Loading Time: Thu, 03/14/2024 11:49 AM (GMT)

Unloading Point

Site Address : MAIN RD EARLS BARTON, NN6 0
Customer : Dellamix Concrete Ltd/Dellamix Concrete Ltd
Site Contact Name : Mitch Site Test
Site Contact Phone Number: 0773892882
Planned Unloading Time (ETA): 03/14/2024 12:10 PM (GMT)
Ordered Unloading Times: 03/14/2024 07:00 AM (GMT) - 03/14/2024 09:00 AM (GMT)

These details include the site contact phone number which, in this menu, is functionally a “Hyperlink”.

This means pressing the number in this screen will automatically open the “Phone” app on the tablet allowing the user to quickly call the contact.



TrackIt Screenflow A&A Delivery



MITCH TRACKIT 13:01 | Mar 14

X Loading/Unloading Points

Ticket #2090253120

Mix
0/4mm MP Limestone S

Loading/Unloading Po

Loading Point

Plant Name: Earls Barton Quarry
Plant Address: Grendon Road
Scheduled Loading Time: Thu, 03/14/2024 11:49 AM (GMT)

Unloading Point

Site Address : MAIN RD EARLS BARTON, NN6 0
Customer : Dellamix Concrete Ltd/Dellamix Concrete Ltd
Site Contact Name : Mitch Site Test
Site Contact Phone Number : 07736908652
Planned Unloadin
Ordered Unloadin

MITCH TRACKIT 13:02 | Mar 14

X Material and Delivery Information

Material Summary General Delivery Information Material Information QR Code

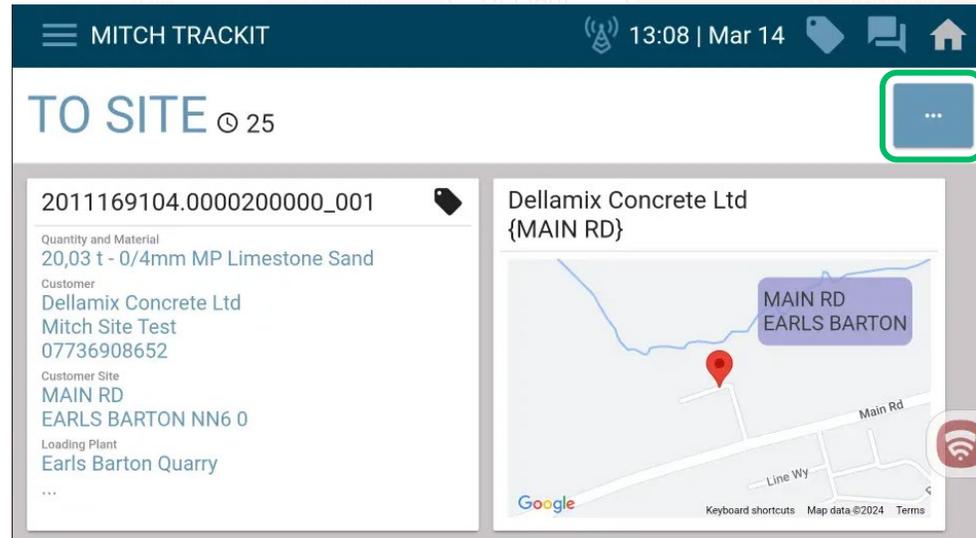
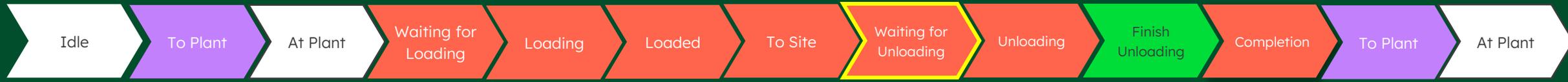
Mix : 0/4mm MP Limestone Sand
Delivery Load : 20.03 Tonnes
Total Order Quantity : 20 Tonnes
Loaded Order Quantity : 20.03 Tonnes

Navigation Tip:

Whenever a user has opened a menu within the mobile ticket, they will need to select the “X” in the top left corner to close the respective menu.



TrackIt Screenflow A&A Delivery

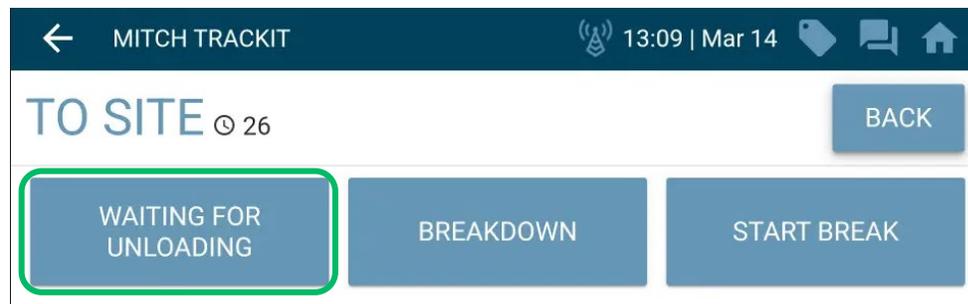


After arriving on site the TrackIt status should automatically update.

This update is based on the location of the customer geofence, so where the geofence is breached the TrackIt status will be updated to “Waiting for Unloading”.

In the event that the status does not automatically update, the user can manually update by selecting the  icon.

This will present 3 buttons the user can select to update their status. In this example the user should select the “Waiting for Unloading” button.



TrackIt Screenflow A&A Delivery



MITCH TRACKIT 13:13 | Mar 14

WAITING FOR UNL... 0 UNLOADING

2011169104.0000200000_001

Quantity and Material
20,03 t - 0/4mm MP Limestone Sand

Customer
Dellamix Concrete Ltd
Mitch Site Test
07736908652

Customer Site
MAIN RD
EARLS BARTON NN6 0

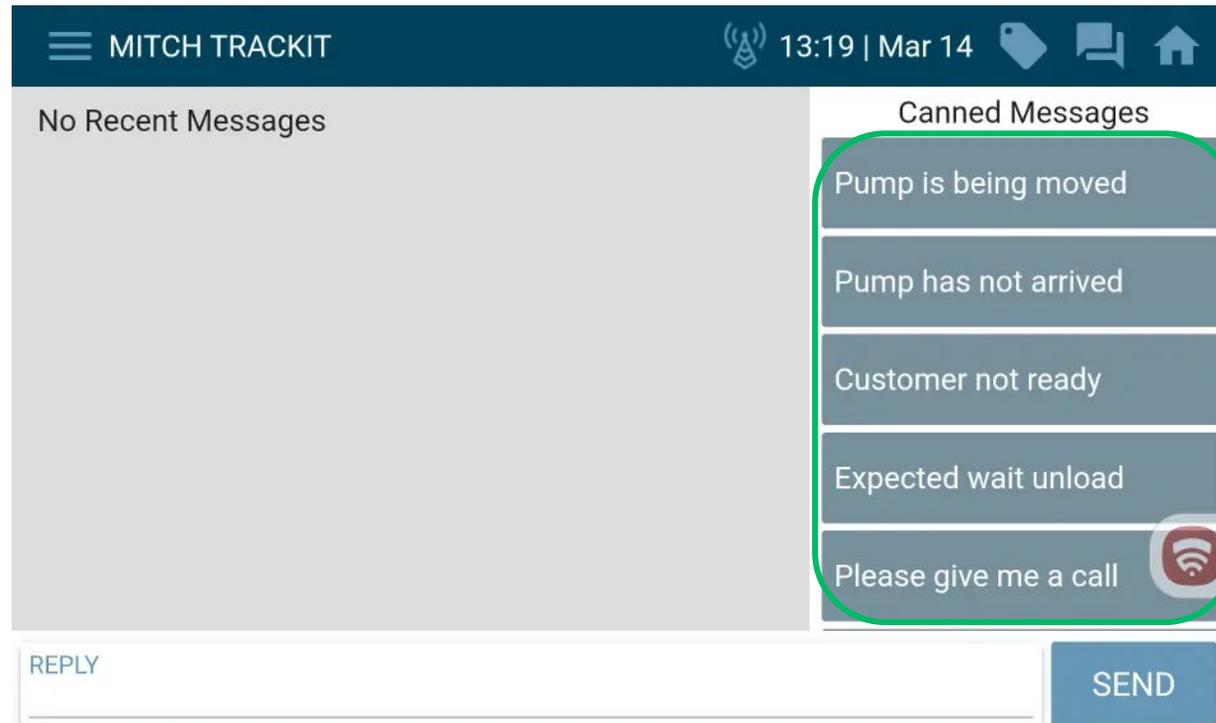
Loading Plant
Earls Barton Quarry

If the user wishes to send a message to the distribution team this can be done using the “Message” icon in the top right of the screen.

Note that these message can be sent at any point in time, not only once arrived on site.



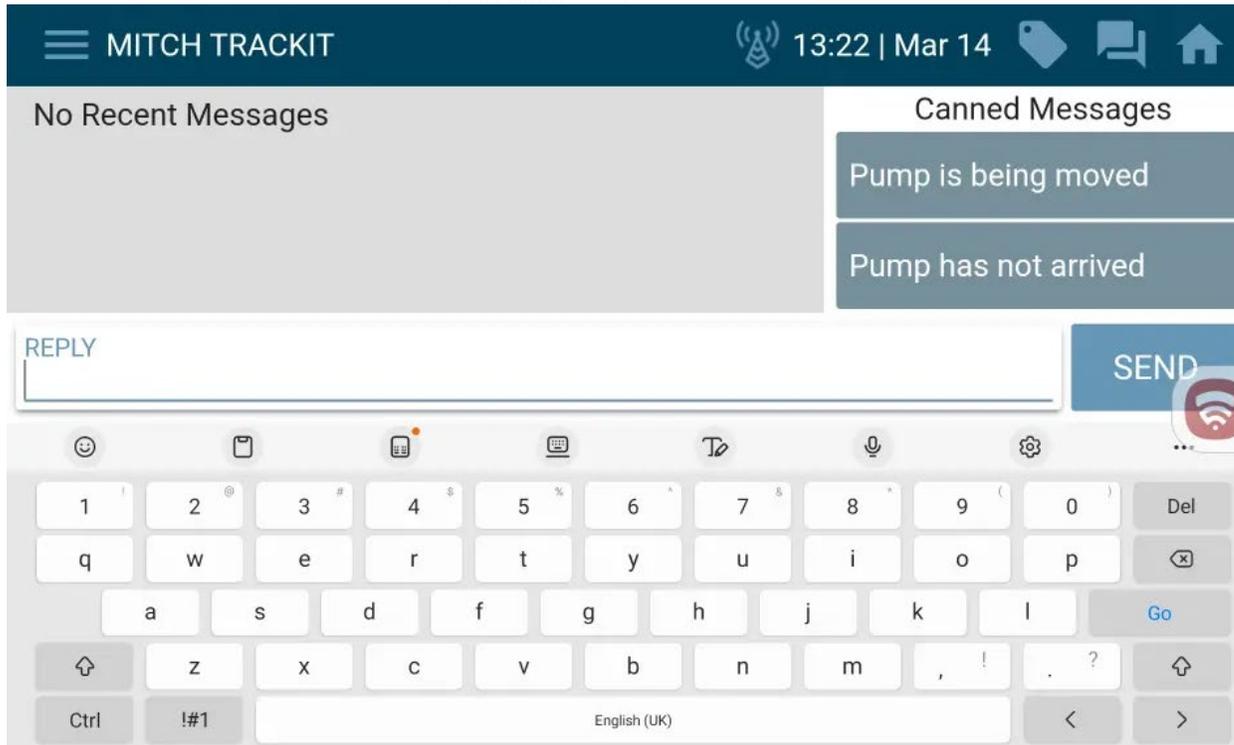
TrackIt Screenflow A&A Delivery



The user is then able to either select from a list of predefined messages on the right-hand side (for ease of use), or they can manually type a message by selecting the empty "Reply" bar at the bottom of the screen.



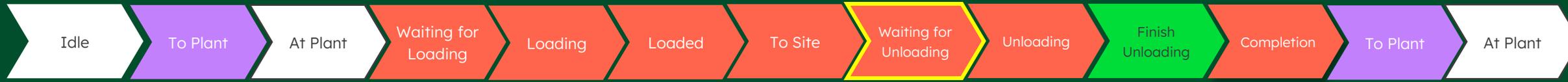
TrackIt Screenflow A&A Delivery



Here we have selected the "Reply" bar at the bottom of the screen. This presents the user with a 'keyboard' to allow them to manually type a message.



TrackIt Screenflow A&A Delivery



The screenshot shows the TrackIt mobile app interface. At the top, there is a dark blue header with the text "MITCH TRACKIT" on the left, a signal strength icon, the time "13:23 | Mar 14", and icons for a tag, messages, and home. Below the header, there is a message box on the left with the text "Delays on site" and a timestamp "(Today at 1:23 PM)". To the right of the message box is a list of "Canned Messages" with the following options: "Pump is being moved", "Pump has not arrived", "Customer not ready", "Expected wait unload", and "Please give me a call". At the bottom of the screen, there is a text input field with the placeholder "REPLY" and a blue "SEND" button.

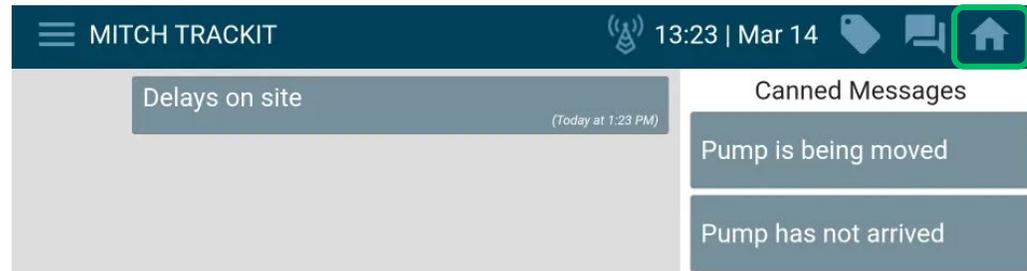
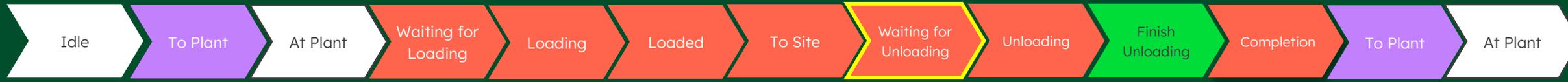
Once a message has been typed, the "Send" button should be pressed.

This will send the message through to the SyncroTESS system for the relevant team to respond to.

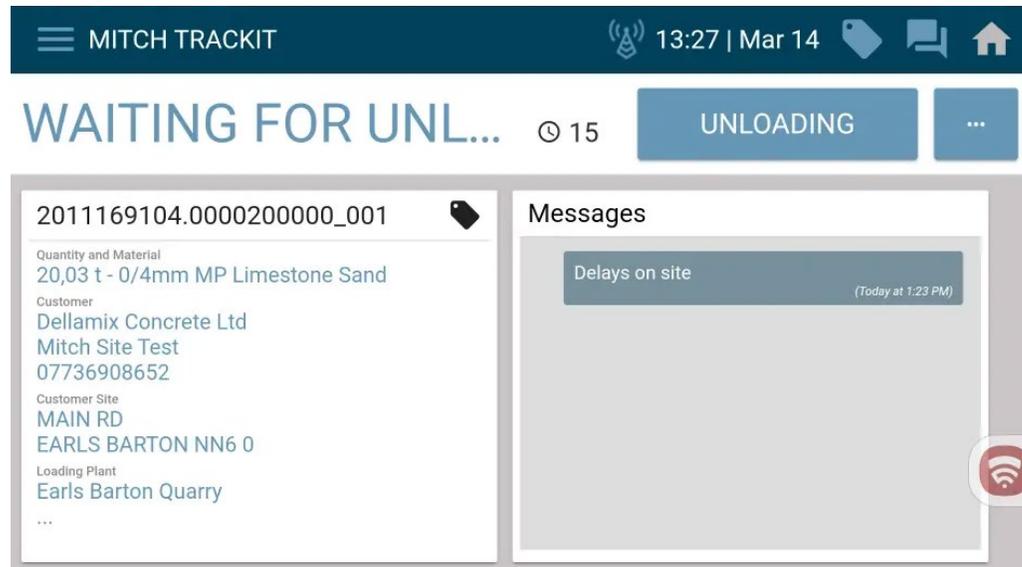
Here is an example of a message that has been sent.



TrackIt Screenflow A&A Delivery



After sending the required message, the user can get back to the status screen by selecting the "Home" icon in the top right.



Here we see the user back at the status screen, this has now created a Messages 'card'. This 'card' will show a snapshot of the most recently sent / received messages.



TrackIt Screenflow A&A Delivery



13:30 Thu, 14 Mar

39%

Ok, Thank you.

OK

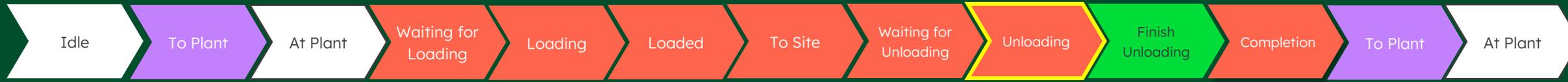
REPLY

Here we see an example of a received message, the user's screen in TrackIT will automatically change to display the message.

Selecting the "OK" button will take the user back to screen they were in previously and selecting the "Reply" button will take the user to the "Messages" screen.



TrackIt Screenflow A&A Delivery



The top screenshot shows the mobile app interface with the status 'WAITING FOR UNL...' and a red 'UNLOADING' button highlighted by a green box. The bottom screenshot shows the app interface with the status 'UNLOADING' and a red 'UNDO' button highlighted by a green box. Both screenshots show a message history with a 'Delays on site' message.

After selecting the “Unloading” button the user will be presented with an “Undo” button for 6 seconds.

UNDO is available throughout several stages of the delivery and has a 6 second rule, once expired the status update will be processed.



TrackIt Screenflow A&A Delivery



UNLOADING ⌚ 20

FINISH UNLOADI...

2011169104.0000200000_001

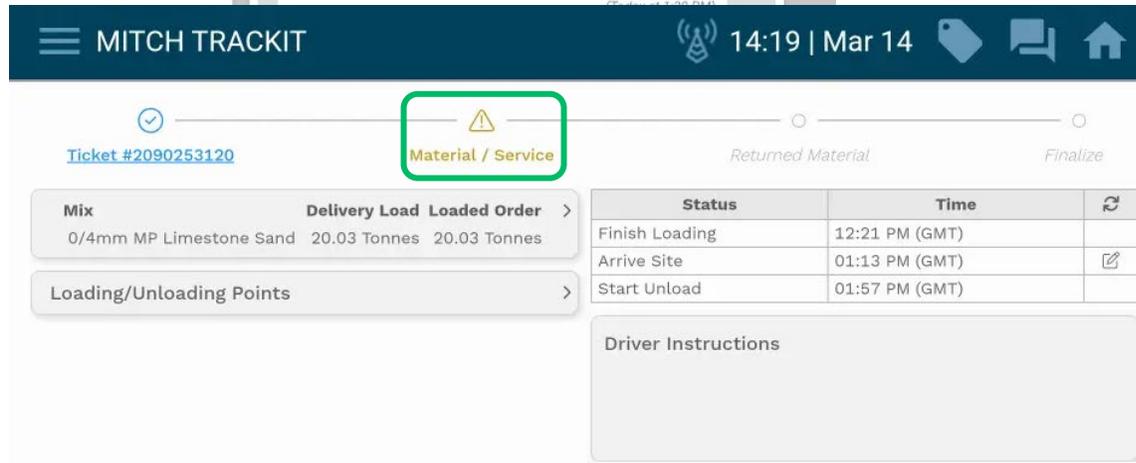
Quantity and Material
20,03 t - 0/4mm MP Limestone Sand
Customer
Dellamix Concrete Ltd
Mitch Site Test
07736908652

Messages

Delays on site

(Today at 1:23 PM)

Dispatch
Ok, Thank you.



MITCH TRACKIT

14:19 | Mar 14



Ticket #2090253120

Material / Service

Returned Material

Finalize

Mix	Delivery Load	Loaded Order
0/4mm MP Limestone Sand	20.03 Tonnes	20.03 Tonnes

Loading/Unloading Points

Status	Time
Finish Loading	12:21 PM (GMT)
Arrive Site	01:13 PM (GMT)
Start Unload	01:57 PM (GMT)

Driver Instructions

TrackIt is then updated to the status “Unloading”

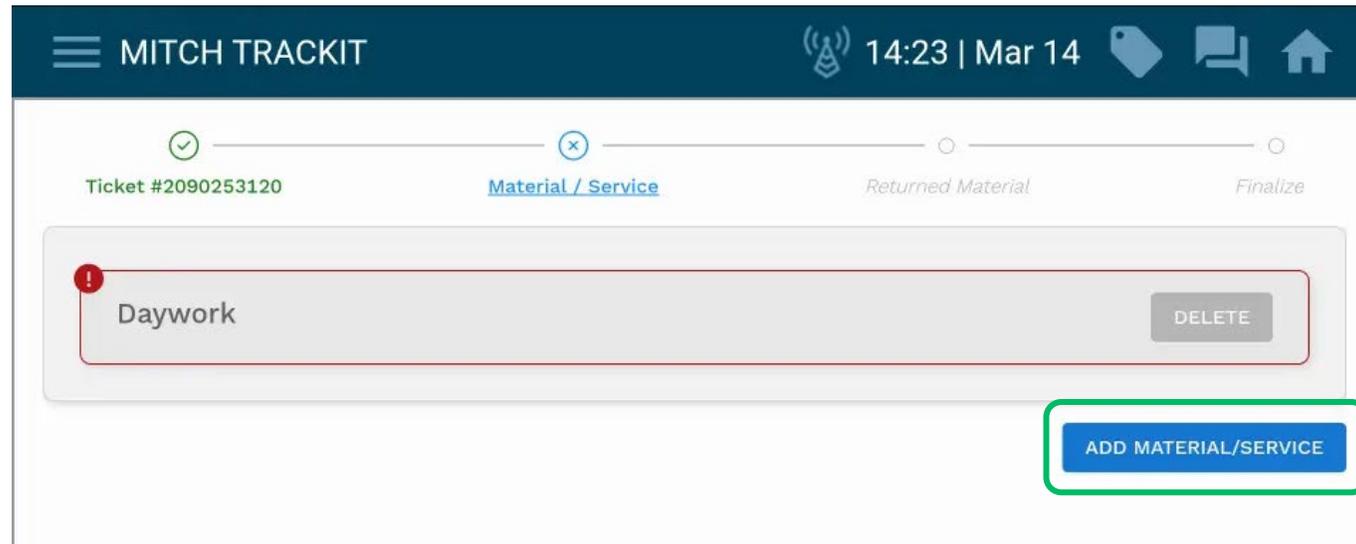
A user can manually pull up the mobile ticket details at this stage to access the “Material/Service” section.

Here the user can press the “Material/Service” icon to be taken into the respective screen.

The icon displays an “!” because this section of the mobile ticket is mandatory.



TrackIt Screenflow A&A Delivery



The “Material/Service” section is where we would need to add services like “Tipper Chute” or “Daywork”.

By default a “Daywork” entry is always present. At this stage this item can be skipped (will be revisited at “Finished Unloading” stage).

To add the chute service we would need to select the blue “Add Material/Service” button.



TrackIt Screenflow A&A Delivery



MITCH TRACKIT 14:43 | Mar 14

X Add Material/Service

Material / Service * Quantity

Tipper chute
Wheel barrow used
Unplanned Daywork
Daywork

Here the user would need to select the drop-down menu in the “Material/Service” field.

This drop-down menu will include a pre-defined list of items that can be selected.

MITCH TRACKIT 14:44 | Mar 14

X Add Material/Service

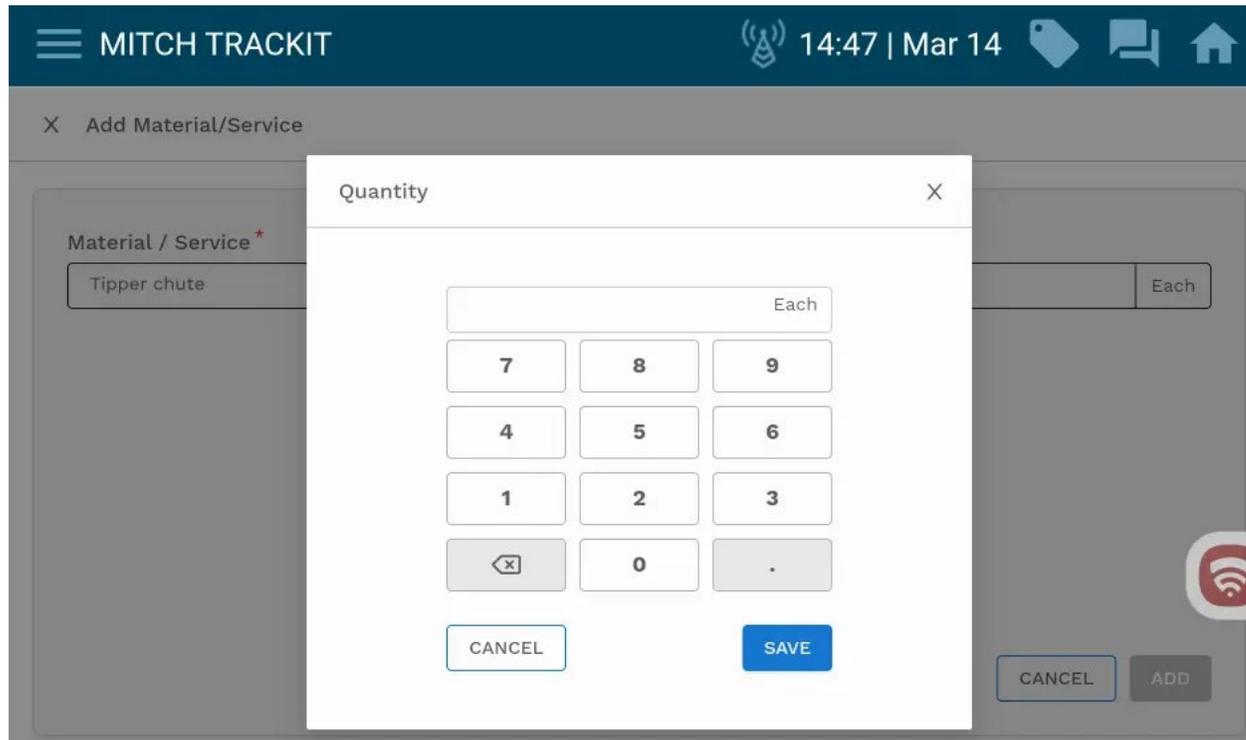
Material / Service * Quantity

Tipper chute Each

Here we select the “Tipper Chute” option.



TrackIt Screenflow A&A Delivery



Once selected, we then need to indicate a quantity for the service.

Selecting the “Quantity” field will allow the user to specify a value and the screen would look like this.

For “Tipper Chute” we would only ever need to state that it has been used, so in this case we just apply a quantity of “1”.



TrackIt Screenflow A&A Delivery



MITCH TRACKIT 14:48 | Mar 14

X Add Material/Service

Material / Service *
Tipper chute

Quantity
2 Each

Quantity cannot exceed defined maximum quantity of 1

There are validation rules in place to only allow valid amounts. Here is an example where a user has attempted to indicate more than 1 tipper chute.

Notice the red error text that indicates that maximum allowed value.

MITCH TRACKIT 14:50 | Mar 14

X Add Material/Service

Material / Service *
Tipper chute

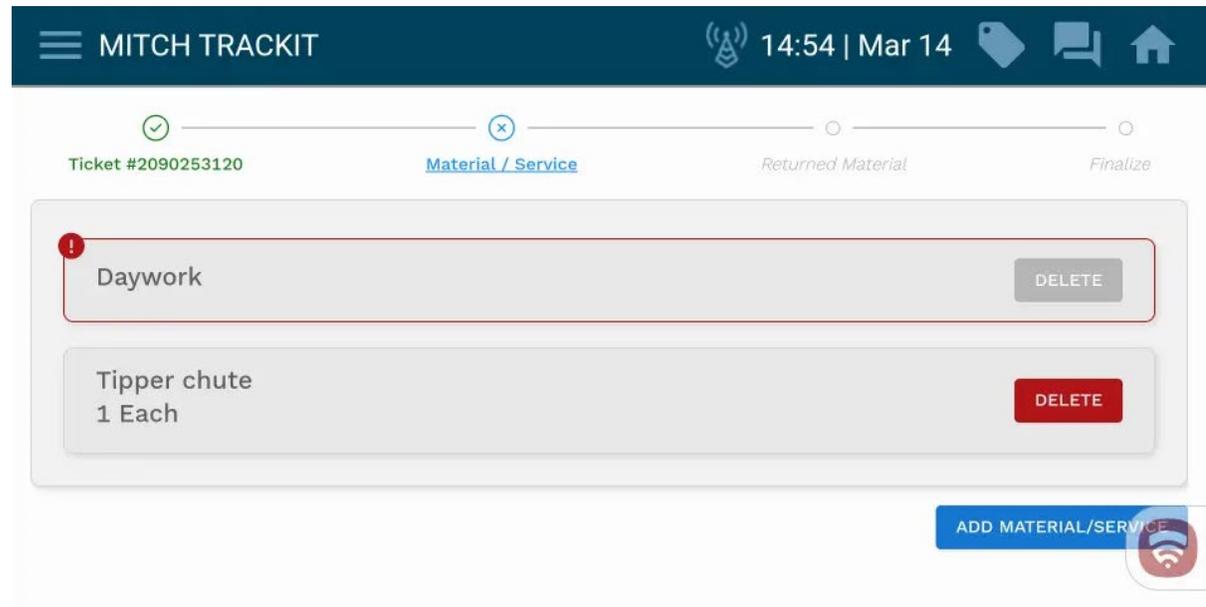
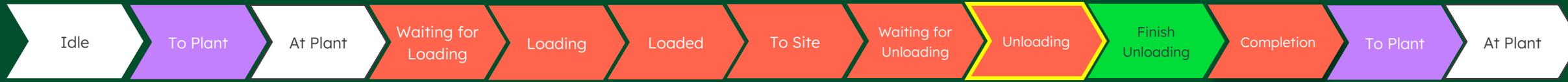
Quantity
1 Each

CANCEL ADD

After applying a valid amount, the user can select the “Add” button in the bottom right-hand side.



TrackIt Screenflow A&A Delivery



The user will then be returned back to the previous screen that now includes the tipper chute service.

Additional services can be added as required, all of which will be summarised in this screen.

Note* At this stage the “Material/Service” section is still incomplete and this is indicated by the “X” icon at the top of the ticket.



TrackIt Screenflow A&A Delivery



MITCH TRACKIT 14:57 | Mar 14

Ticket #2090253120

Material / Service

Returned Material

Finalize

Mix	Delivery Load	Loaded Order
0/4mm MP Limestone Sand	20.03 Tonnes	20.03 Tonnes

Status	Time
Finish Loading	12:21 PM (GMT)
Arrive Site	01:13 PM (GMT)
Start Unload	01:57 PM (GMT)

Loading/Unloading Points

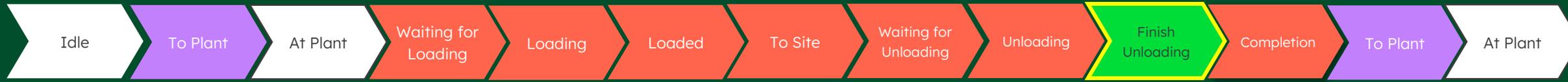
Driver Instructions

Selecting the “Ticket #” section of the mobile ticket will take the user back to the original view.

Notice here that the “Material/Service” section is now highlighted red as this section of the mobile ticket is still incomplete.



TrackIt Screenflow A&A Delivery



MITCH TRACKIT 14:17 | Mar 14

UNLOADING 20

FINISH UNLOADI...

2011169104.0000200000_001

Quantity and Material
20,03 t - 0/4mm MP Limestone Sand
Customer
Dellamix Concrete Ltd
Mitch Site Test
07736908652

Messages

Delays on site (Today at 1:23 PM)

Dispatch
Ok, Thank you

MITCH TRACKIT 15:02 | Mar 14

Ticket #2090253120

Material / Service

Mix	Delivery Load	Loaded Order	Status	Time
0/4mm MP Limestone Sand	20.03 Tonnes	20.03 Tonnes	Finish Loading	12:21 PM (GMT)
			Arrive Site	01:13 PM (GMT)
			Start Unload	01:57 PM (GMT)
			Finish Unload	03:02 PM (GMT)

Loading/Unloading Points

Driver Instructions

Using the “Home” button we can return to the status screen where we now need to indicate that unloading has finished.

Here we select the “Finished unloading” button to progress with the delivery.

Once the status has updated on TrackIt, the mobile ticket will be displayed automatically.



TrackIt Screenflow A&A Delivery



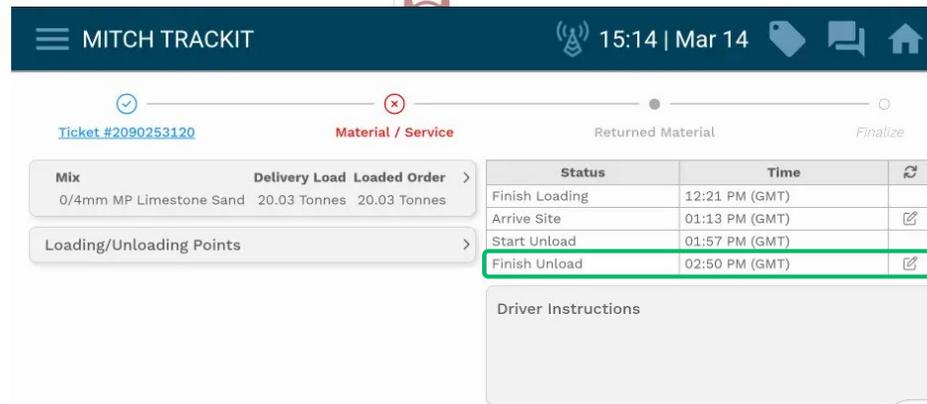
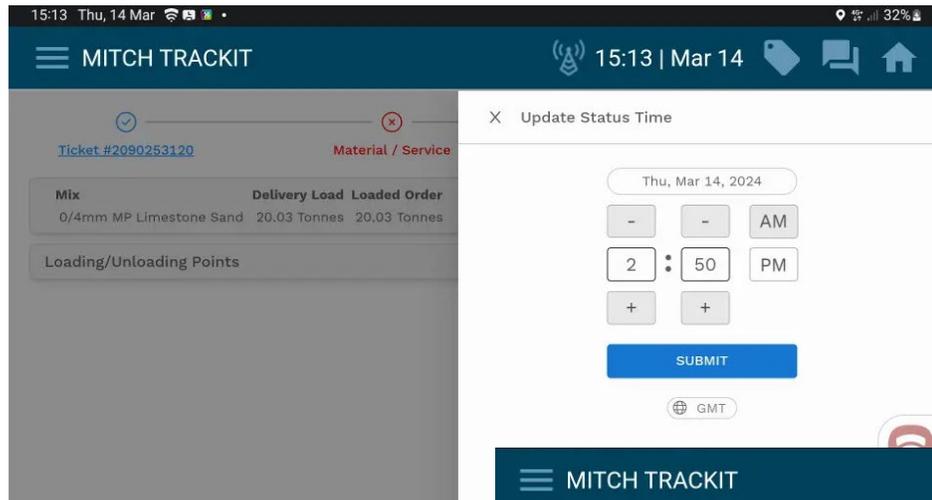
Status	Time	
Finish Loading	12:21 PM (GMT)	
Arrive Site	01:13 PM (GMT)	
Start Unload	01:57 PM (GMT)	
Finish Unload	03:02 PM (GMT)	

Now that the vehicle has been unloaded, we have the option to adjust certain timestamps if the status updates occurred at the incorrect times.

Selecting the pencil icon beside the respective time stamp will allow us to edit.



TrackIt Screenflow A&A Delivery



Once selected, a menu will open and this allows the user to amend the selected time stamp.

In this example we are adjusting the finish load time stamp from 3:02PM to 2:50PM.

Once adjusted, the “Submit” button should be selected.

The updated time stamp will then be visible in the mobile ticket.



TrackIt Screenflow A&A Delivery



Status	Time	
Finish Loading	12:21 PM (GMT)	
Arrive Site	01:13 PM (GMT)	
Start Unload	01:57 PM (GMT)	
Finish Unload	02:50 PM (GMT)	

With unloading complete, we are now able to complete the “Material/Service” section.

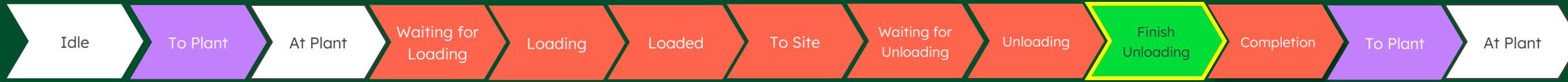
Selecting this section will now show that the “Daywork” entry has been activated.

If no daywork has taken place, the user can simply select the “Delete” button on the right-hand side.

If daywork has taken place, the user should select this entry, following the steps from slides 43 - 44



TrackIt Screenflow A&A Delivery



MITCH TRACKIT 15:26 | Mar 14

Ticket #2090253120 Material / Service Returned Material Finalize

Tipper chute
1 Each DELETE

ADD MATERIAL/SERVICE

Once the “Daywork” entry has either been adjusted or deleted, the “Material/Service” icon should change to a ‘Tick’.

This indicates the section is complete and the user can advance.



TrackIt Screenflow A&A Delivery



The Returned material section of the mobile ticket is also selectable at this stage (but is not mandatory).

This is where the user would indicate any leftover material on board. In the event that there is no leftover material on board, these next few slides can be skipped.

To indicate leftover material the “Concrete on Truck” field should be selected.

Note* Currently the field names displayed in this section are incorrect and relate to the concrete business line.



TrackIt Screenflow A&A Delivery



This will present a menu similar to those seen previously.

Here the user can enter any value lower than that which was loaded (entering a value higher will result in an error)

In this example we indicate we still have 0.5Tonnes of material on board.

Once the quantity has been indicated, the “Save” button should be pressed.

Note* Currently the field names displayed in this section are incorrect and relate to the concrete business line.



TrackIt Screenflow A&A Delivery



After applying a quantity, the drop-down menu in the “Reason” field should be selected.

Here the driver will need to indicate why there is leftover material onboard.

Note* Currently the field names displayed in this section are incorrect and relate to the concrete business line.



TrackIt Screenflow A&A Delivery



MITCH TRACKIT 15:38 | Mar 14

Ticket #2090253120
 Material / Service
 Returned Material
 Finalize

Mix ID/Description : 0/4mm MP Limestone Sand / 0/4mm MP Limestone Sand
Loaded Qty : 20.03 Tonnes

Concrete on Truck

0.5 Cubic Meters

Reason: Over Ordered Source: Driver

No Rest Quantity

After applying both a valid quantity and a reason code, the “Returned Material” icon should change to a ‘Tick’ to indicate the information is valid and the section is complete.

Note* Currently the field names displayed in this section are incorrect and relate to the concrete business line.



TrackIt Screenflow A&A Delivery



MITCH TRACKIT 15:44 | Mar 14

Ticket #2090253120

1 **Mix** **Delivery Load** **Loaded Order**

Mix	Delivery Load	Loaded Order
0/4mm MP Limestone	20.03	20.03

2 **Material / Service** **Returned Material** [Finalize](#)

Activity	Quantity	On Board	Reason
Tipper chute	1 Each		
Returned Concrete		0.5 m ³	Over Ordered

3 **Status (GMT)**

- 02:50 PM Finish Unload
- 01:57 PM Start Unload
- 01:13 PM Arrive Site
- 12:21 PM Finish Loading

FINALIZE

mt.eu.commandalkon.io v4.0.142

The next step of the mobile ticket is to select the “Finalize” section.

Here the user will see a summary of the mobile ticket, these details include:

1. Material and quantity unloaded
2. Additional services including any leftover material
3. Timestamps relevant to this delivery

Here the user will need to select the “Finalize” button.



TrackIt Screenflow A&A Delivery



MITCH TRACKIT 15:51 | Mar 14

BACK Finalize English (US)

Mix	Delivery Load	Loaded Order	Activity	Quantity	On Board	Reason
0/4mm MP Limestone	20.03	20.03	Tipper chute	1 Each		
			Returned Concrete		0.5 m ³	Over Ordered

Loading/Unloading Points

Customer Comment

ADD COMMENT

Status (GMT)

- 02:50 PM Finish Unload
- 01:57 PM Start Unload
- 01:13 PM Arrive Site
- 12:21 PM Finish Loading

SIGNATURE NO SIGNATURE

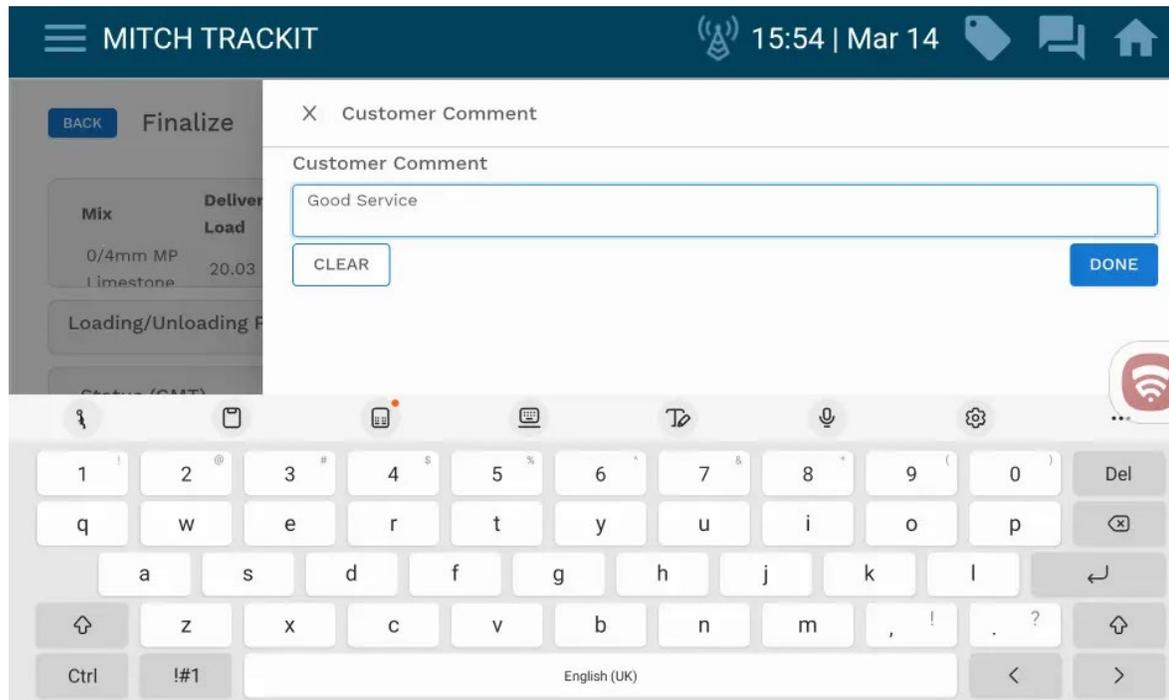
This will then present the option for the customer to add comments.

Comments entered here will be printed on the ePOD.

To do so, the “Add Comment” button should be selected.



TrackIt Screenflow A&A Delivery



This will present an additional menu where text can be entered freely.

Selecting the “Customer Comment” field will present a keyboard for the user to type with.

Here we have entered some text. After doing so, the “Done” button should be presented.



TrackIt Screenflow A&A Delivery



MITCH TRACKIT 15:55 | Mar 14 English (US)

BACK Finalize

Mix	Delivery Load	Loaded Order
0/4mm MP Limestone	20.03	20.03

Activity	Quantity	On Board	Reason
Tipper chute	1 Each		
Returned Concrete		0.5 m ³	Over Ordered

Loading/Unloading Points

Customer Comment
Good Service

Status (GMT)

- 02:50 PM Finish Unload
- 01:57 PM Start Unload
- 01:13 PM Arrive Site
- 12:21 PM Finish Loading

SIGNATURE NO SIGNATURE

mt.eu.commandalkon.io v4.0.142

Any comments will then be included in the “Finalize” summary screen.

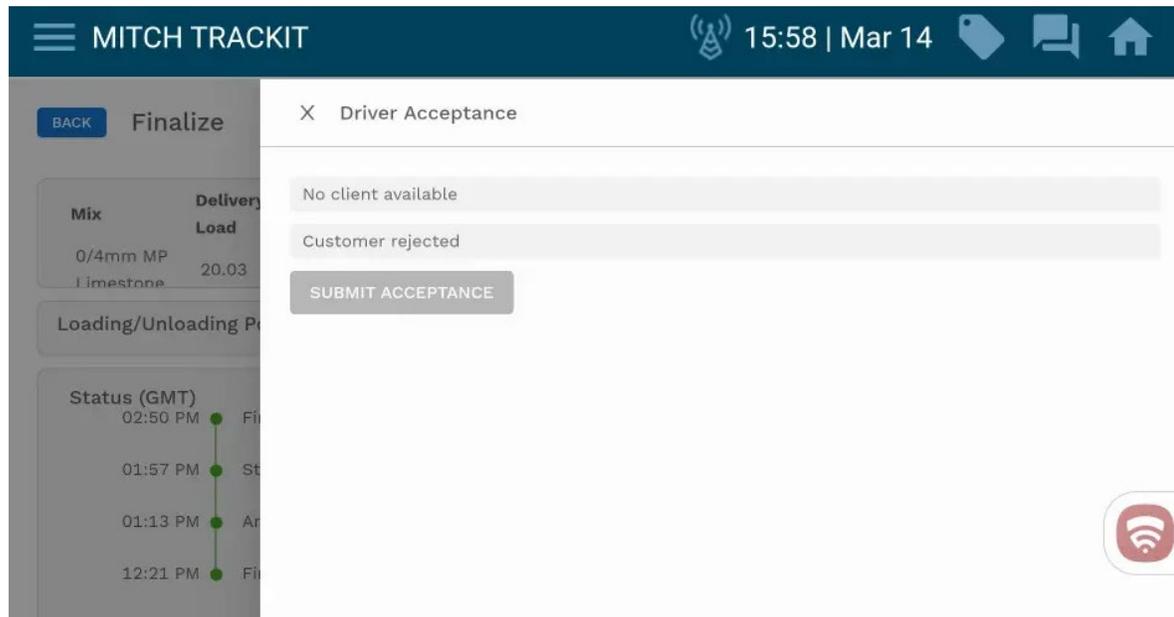
The final step is then to indicate whether a signature has been acquired or not.

If we are unable to obtain a signature, the “No Signature” button should be selected.

If we are able to obtain a signature, the “Signature” button should be selected.



TrackIt Screenflow A&A Delivery



Here the “No Signature” button has been selected.

This presents the user with an additional menu where they will need to select a reason why a signature has not been obtained.

Once of the two reason have been chosen, the “Submit Acceptance” button should be selected, completing the delivery.

If “No Signature” was selected by mistake, the user can press the “X” at the top of the screen to go back.



TrackIt Screenflow A&A Delivery



16:05 Thu, 14 Mar 42%

MITCH TRACKIT 16:05 | Mar 14

X Customer Signature

Customer Name
Test Signatory Personnel

Customer Signature
Signature

Privacy Policy

CLEAR SIGNATURE CANCEL ACCEPT

Here the “Signature” button has been selected. On this screen the “Customer Name” field is automatically populated with the site contact name. However, this should be adjusted to reflect the name of the person who is signing for the delivery.

Once the name has been amended the customer can press on the screen to draw a signature in the “Customer Signature” field.

There is also a button at the bottom of the screen to “Clear Signature” incase of any mistakes. The “Accept” button should be selected to progress.



TrackIt Screenflow A&A Delivery



MITCH TRACKIT 16:11 | Mar 14

Finalize English (US) **SUBMIT ACCEPTANCE**

Mix	Delivery Load	Loaded Order	Activity	Quantity	On Board	Reason
0/4mm MP Limestone	20.03	20.03	Tipper chute Returned Concrete	1 Each	0.5 m ³	Over Ordered

Loading/Unloading Points

Customer Comment
Good Service

Status (GMT)

- 02:50 PM Finish Unload
- 01:57 PM Start Unload
- 01:13 PM Arrive Site
- 12:21 PM Finish Loading

2090257120 Test Signatory
Personnel

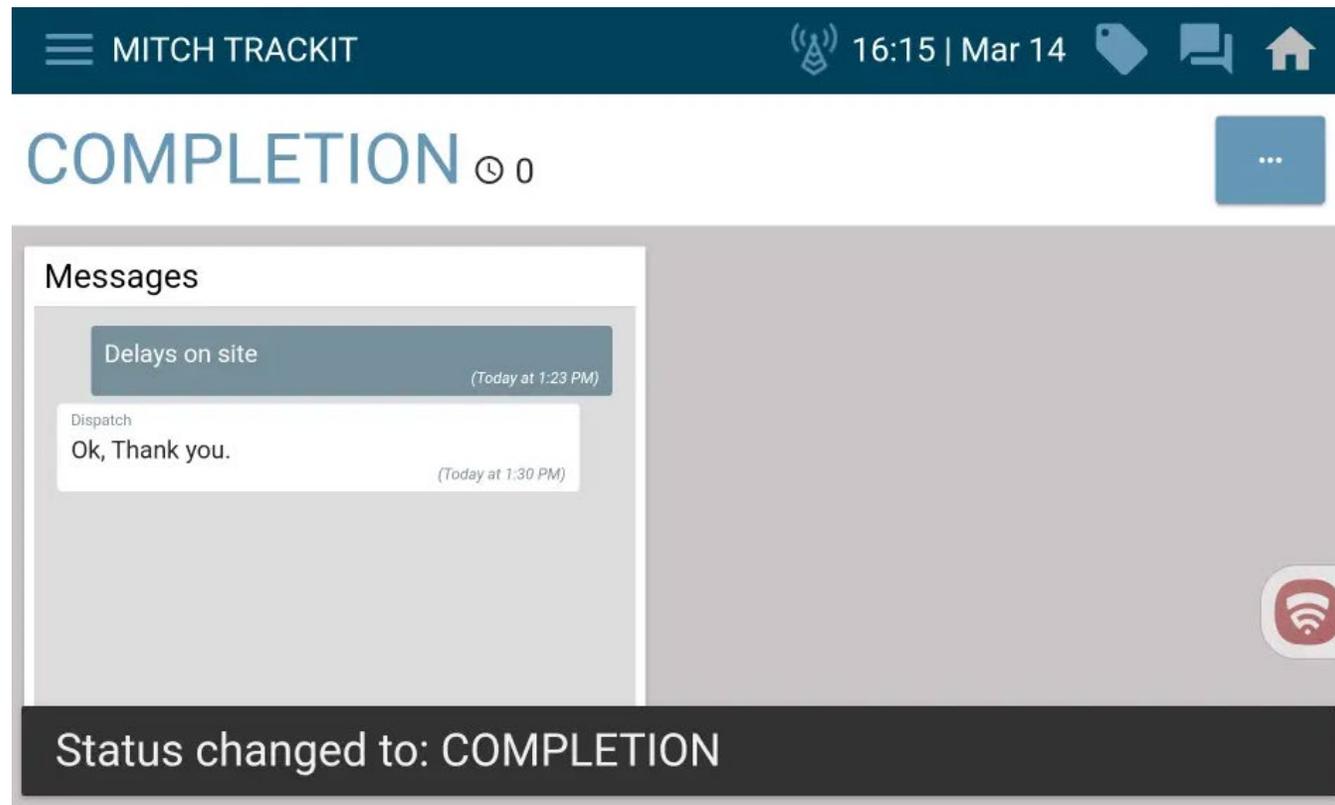
Thu, 03/14/2024 04:05 PM (GMT)

mit.eu.commandalkon.io v4.0.142

With the customer's name and signature applied, the last step for the mobile ticket is to select the "Submit Acceptance" button in the top right-hand side.



TrackIt Screenflow A&A Delivery



After selecting the “Submit Acceptance” button, TrackIt will revert back to the status screen.

Here we can see the device has updated to the “Completion” status.

Initially this screen may not show any information but after a few seconds, return run assignment details will be presented.



TrackIt Screenflow A&A Delivery



MITCH TRACKIT 16:17 | Mar 14

COMPLETION 2

Return

Location
Bluntisham
HUNTINGDON PE27 4TA G

Time
14.03.2024 17:38

Needingworth Quarry

Bluntisham
HUNTINGDON

Messages

Here we now see the respective return run assignment details have been presented on the device.

This indicates which site the driver is required to return back to.



TrackIt Screenflow A&A Delivery



Return

Location
Bluntisham
HUNTINGDON PE27 4TA G

Time
14.03.2024 17:38

Needingworth Quarry

Bluntisham
HUNTINGDON

Status changed to: TO PLANT

After exiting the customers site geofence in the “Completion” status, the TrackIt device will automatically update.

Here we can see TrackIt now displays the “To Plant” status, completing the status loop of a delivery.

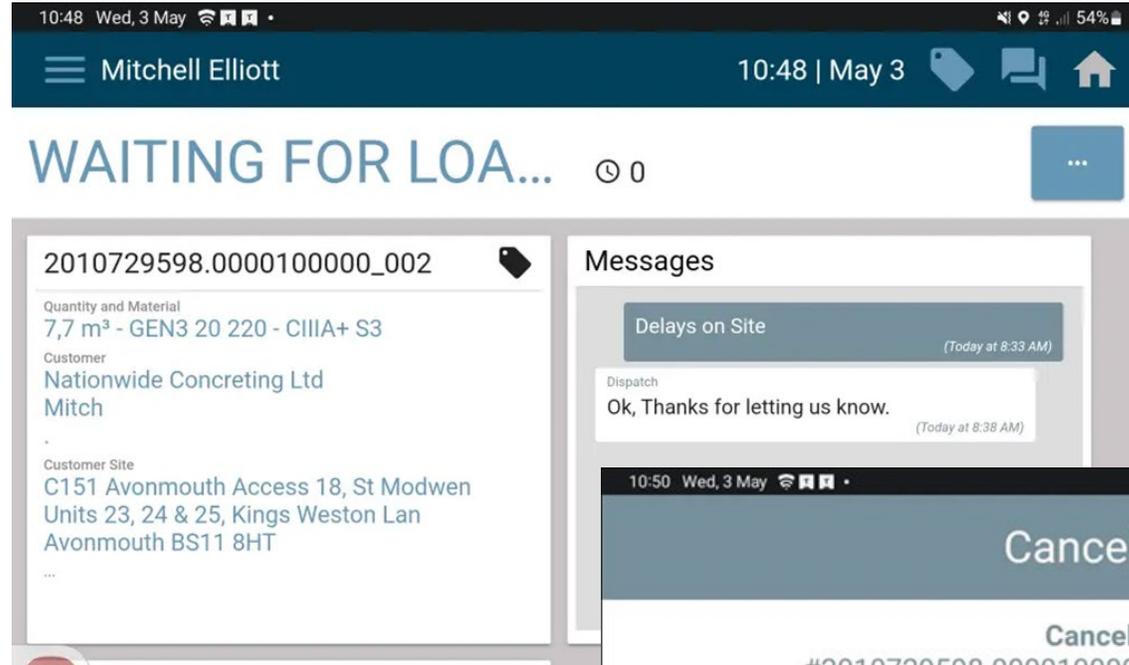


TrackIt

Cancellation Alerts

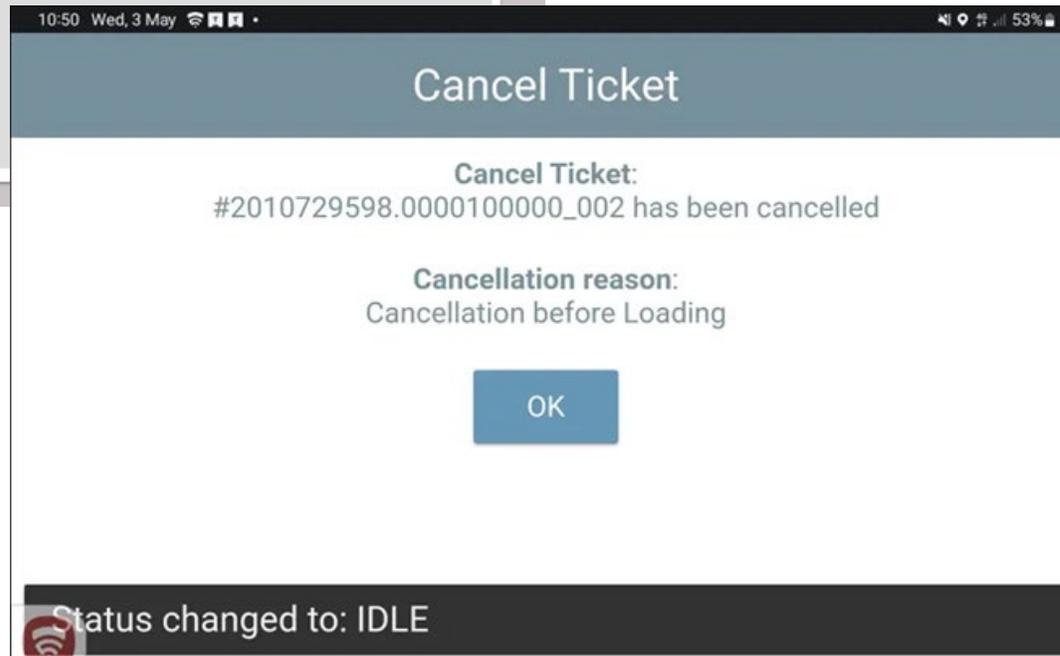


Cancellations



Here we see the status in TrackIt is "Waiting for Loading".

This means the user has arrived at the supplying unit and a load has been assigned.



Here we see the cancellation alert to inform the user that a cancellation has occurred. The load has been taken off the user.

Notice the " Cancellation Reason".

This reason will change depending on the situation.



Cancellations

10:53 Wed, 3 May Mitchell Elliott 10:53 | May 3

TO PLANT

Return
 Location
 Hanson Cement Terminal
 BRISTOL BS11 9BT G
 Time
 03.05.2023 17:33

MCP UK B Parker Uni Sitemix 80
 Hanson Cement Terminal BRISTOL

Cancel Ticket
 Cancel Ticket:
 #1617487234 has been cancelled
 Cancellation reason:
 Cancel after Loading/Waste
 OK

Status changed to: TO PLANT

10:56 Wed, 3 May

Here is another example of a cancellation.

In this situation we see the status in TrackIt is "To Plant".

This means the user is assigned to return to a site and the site details have been presented.

Here we see the cancellation alert. The return run has been changed to a different site or a Home Run.

Notice the "Cancellation Reason" is different in this situation.

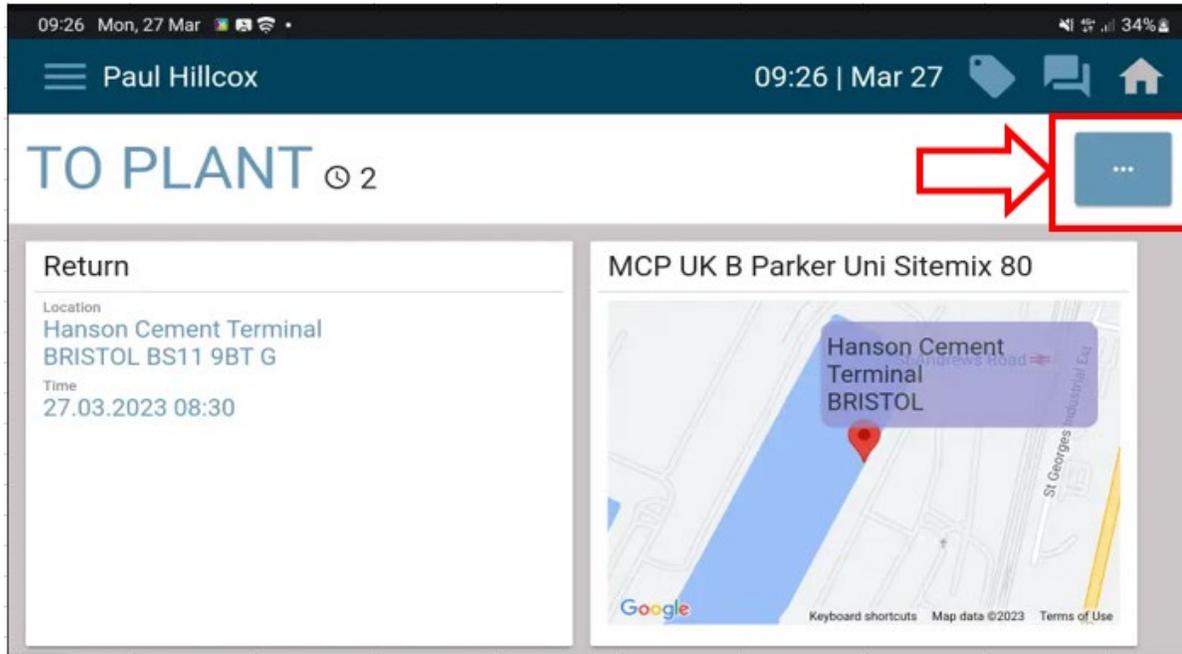


TrackIt

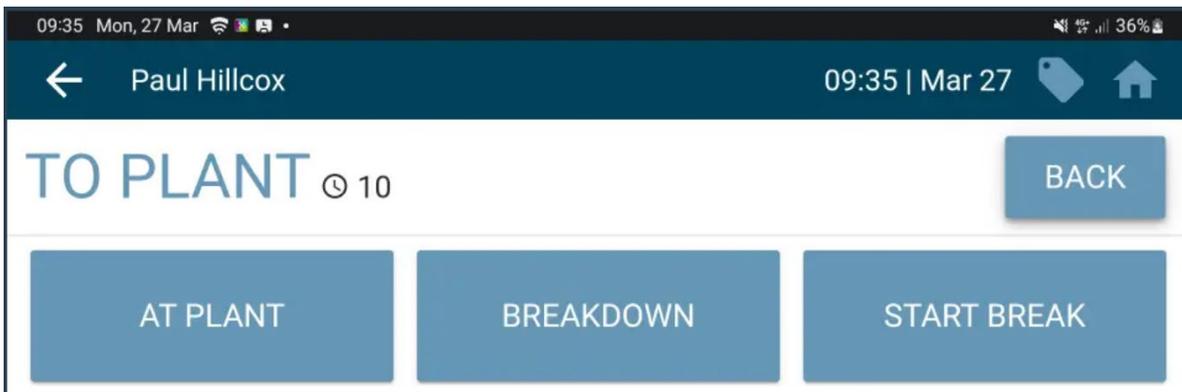
How to apply a Break



How to apply and remove a Break



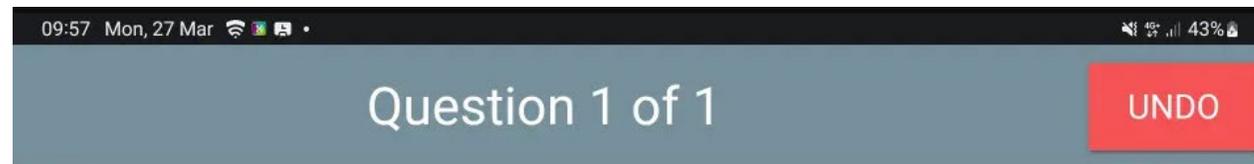
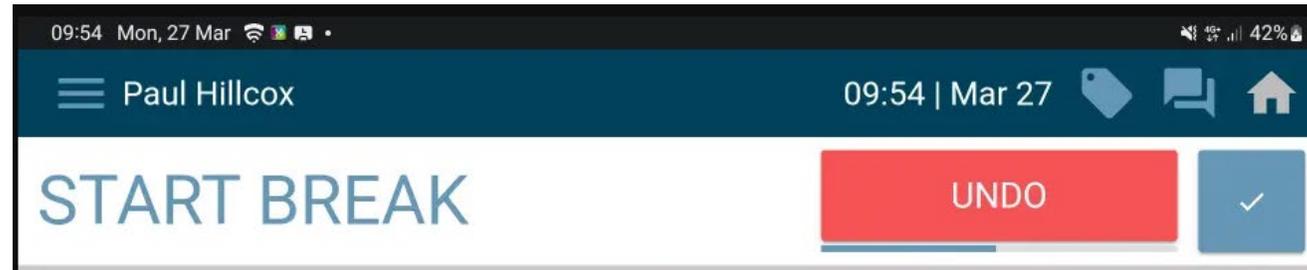
In any status the user can select the button with the 3 dots, in the top right-hand side of the screen.



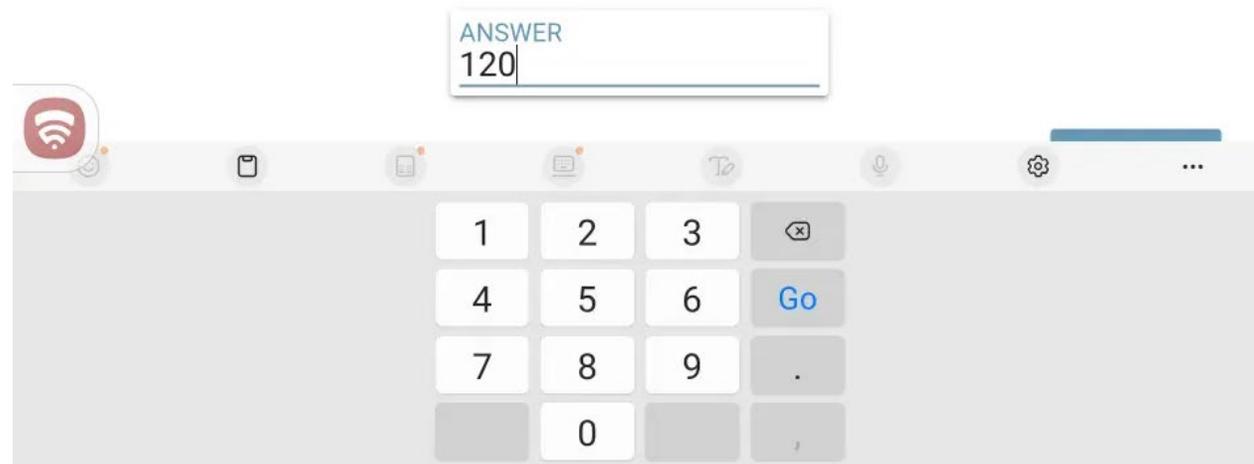
Here the user should select the “START BREAK” button.



How to apply and remove a Break



Break in minutes



Incase the wrong button is pressed; the user has 6 seconds to undo the request by pressing “Undo”. If the action is correct, they can press the tick, or wait for the 6 seconds to expire.

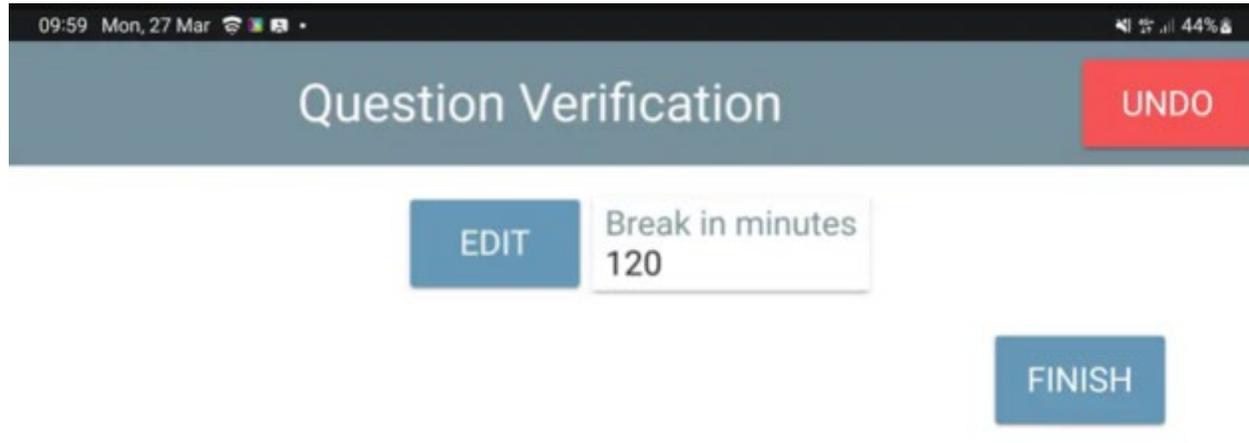
The user is then required to enter the length of the requested break (in minutes).

Here we have entered 120 mins as an example.

When the time is entered, select the “Finish” button to progress.



How to apply and remove a Break



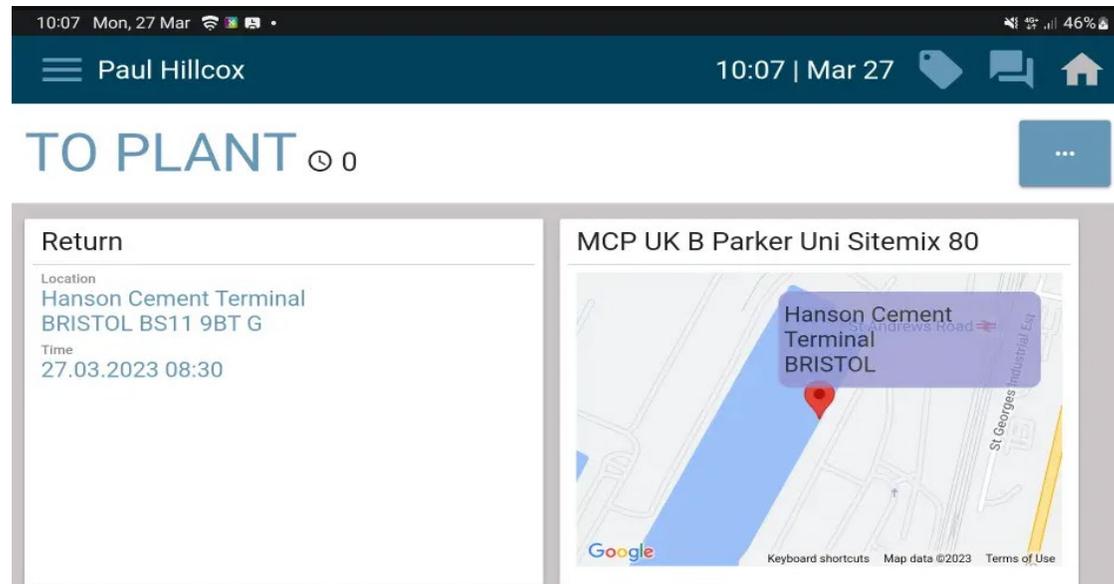
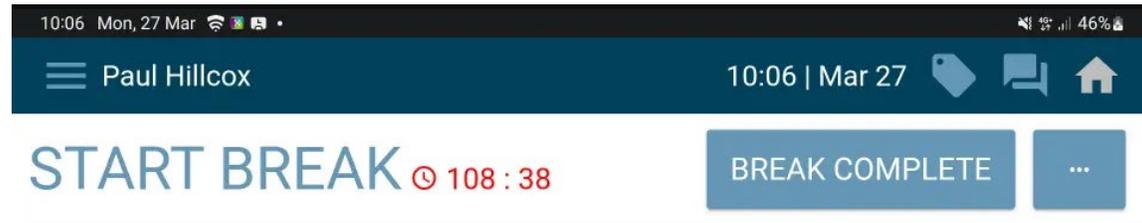
The user must then verify the amount of break required.

Here the "Finish" button is selected to update TrackIt.

Note: The break period starts immediately once this question verification screen is presented, NOT when the user presses "FINISH".



How to apply and remove a Break



TrackIt will then update to show a status of “Start Break” including a countdown timer based on the amount entered.

Once the break is finished, the user **MUST** press “Break Complete”.

After selecting “Break Complete” the undo button will be presented for 6 seconds.

The screen then goes back to where the user was previously.

Note* The break will not automatically finish, like it did in cadis, the user must remember to complete their break manually.

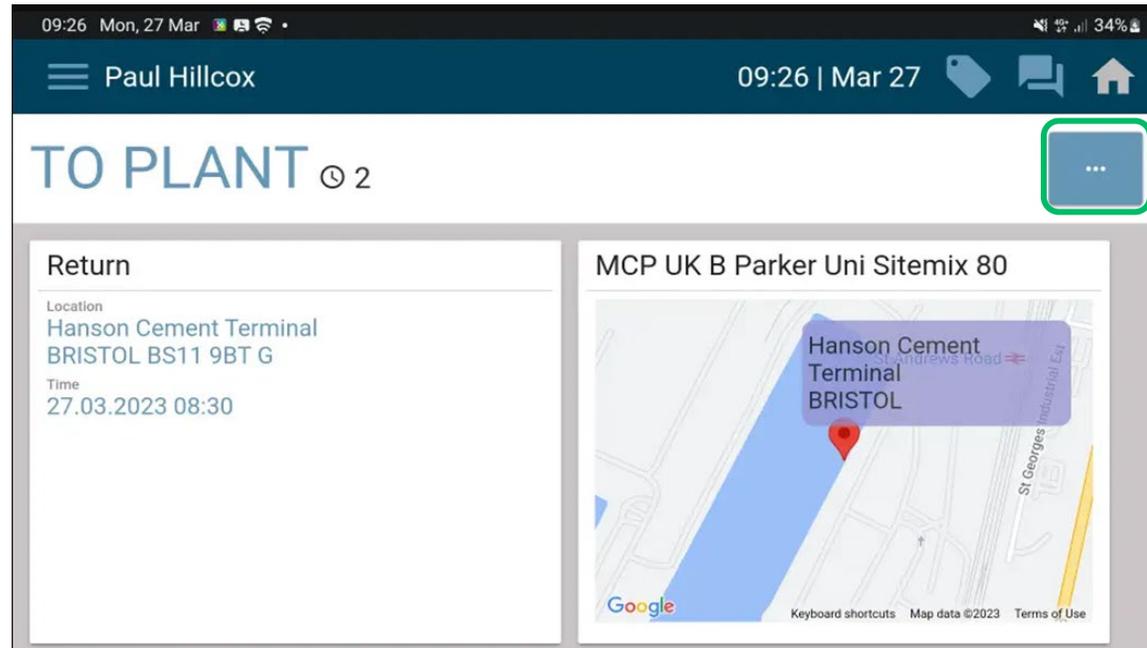


TrackIt

How to apply a
Breakdown

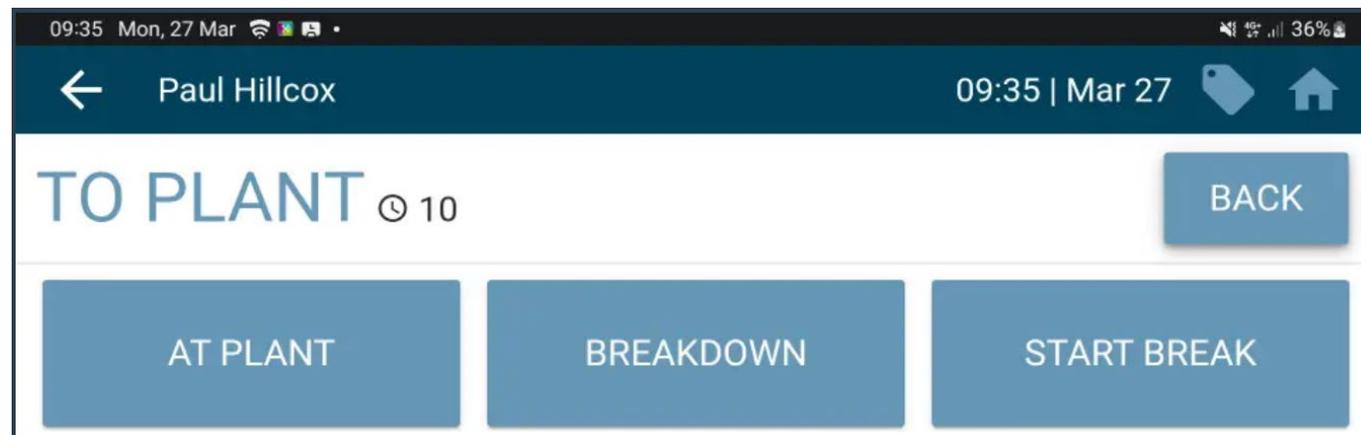


How to apply and remove a Breakdown



If the user has a problem with their vehicle, they can update the TrackIt device to indicate they have broken-down.

To do this the 3-dot button should be selected.

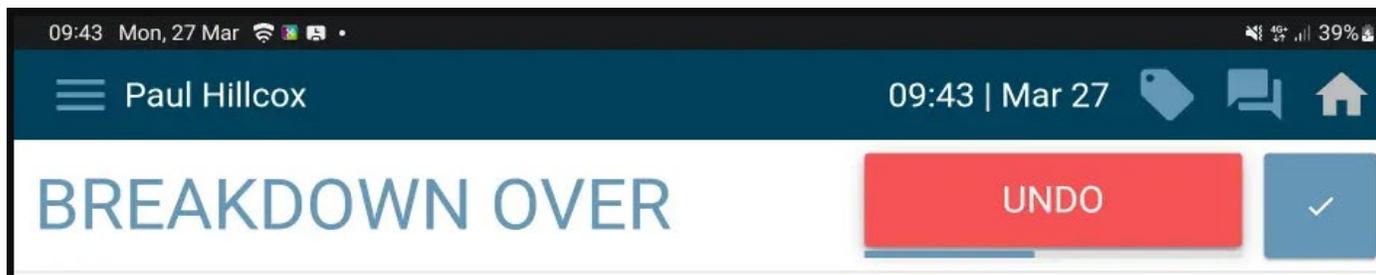
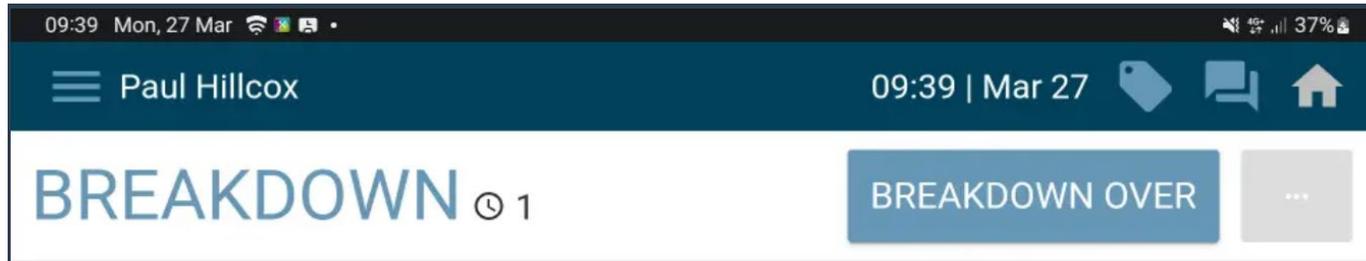
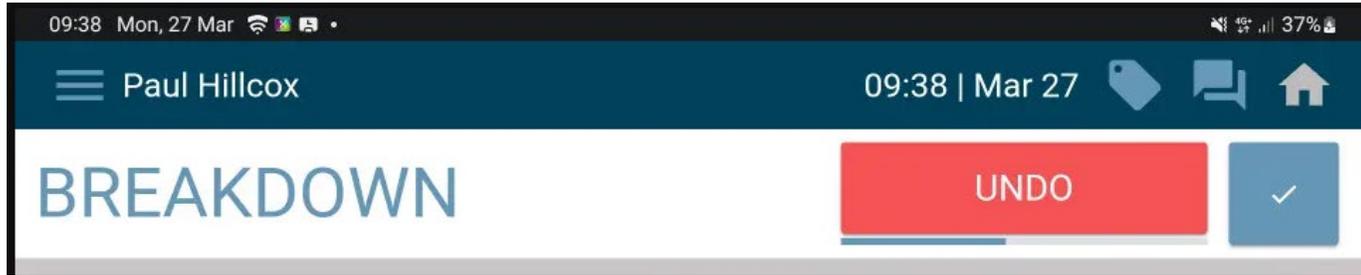


The user is then presented with the following options.

Here we select the "Breakdown" button.



How to apply and remove a Breakdown



The user is then given 6 seconds to select the "undo" button if they wish and no update will be applied. After waiting 6 seconds, the "Breakdown" status is applied.

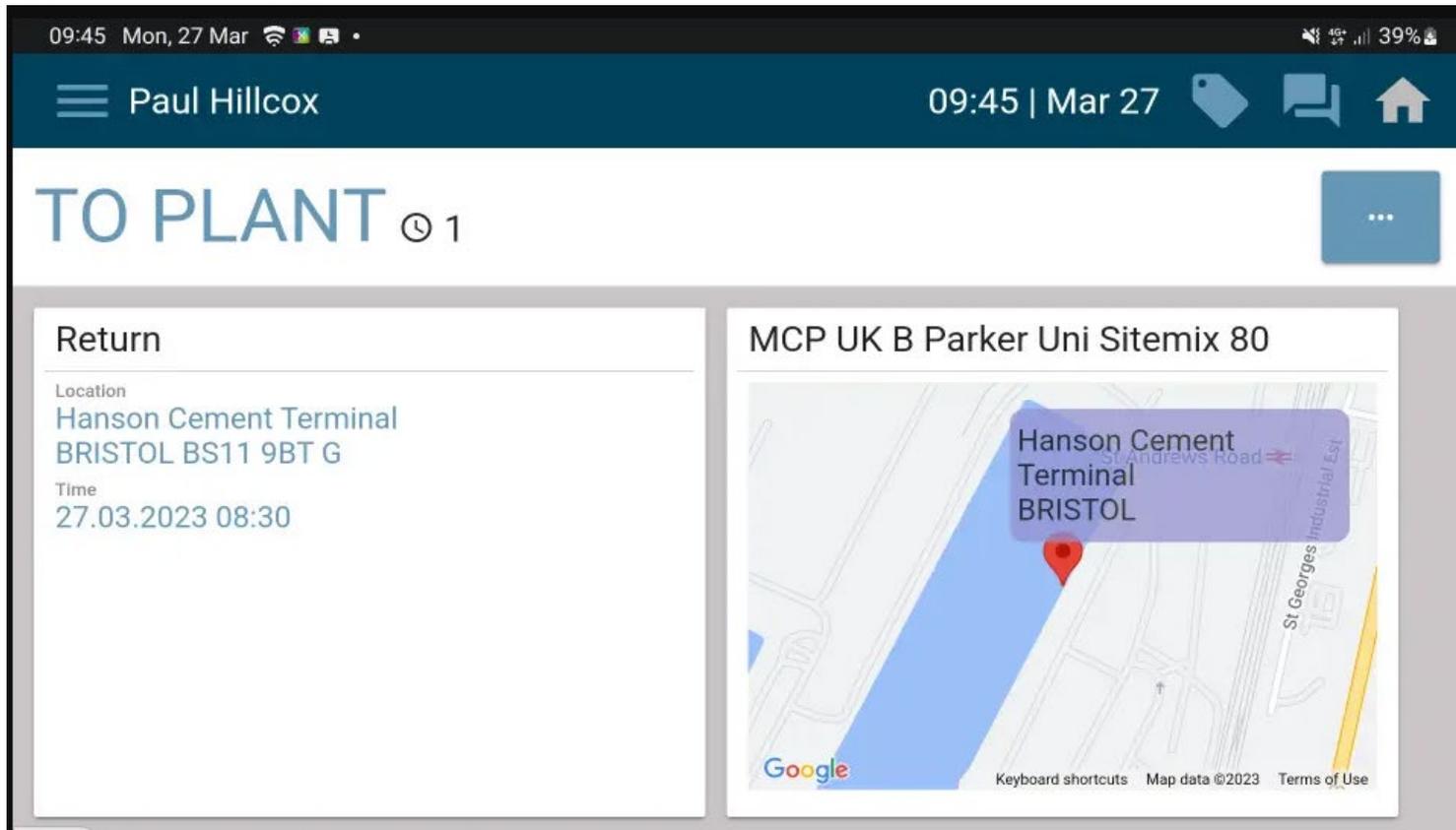
Once the vehicle is available again, the user should select the "Breakdown Over" button.

This gives the user an "undo" button for 6 seconds.

After waiting 6 seconds, the "Breakdown" status is removed.



How to apply and remove a Breakdown



The screen then goes back to the status the user was in prior to the breakdown.

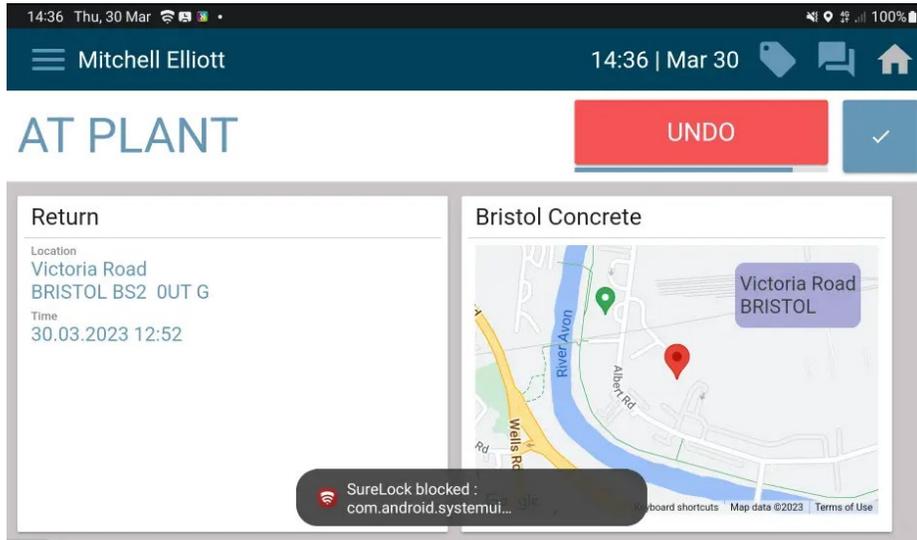


TrackIt

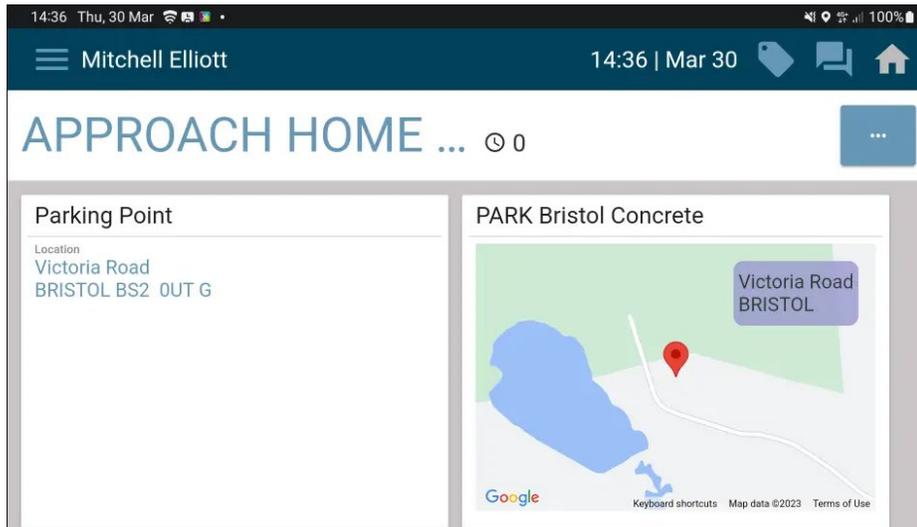
User sign out



User Sign Out



Once the user arrives back at the assigned plant the TrackIt device should update to “At Plant” / “Idle”.

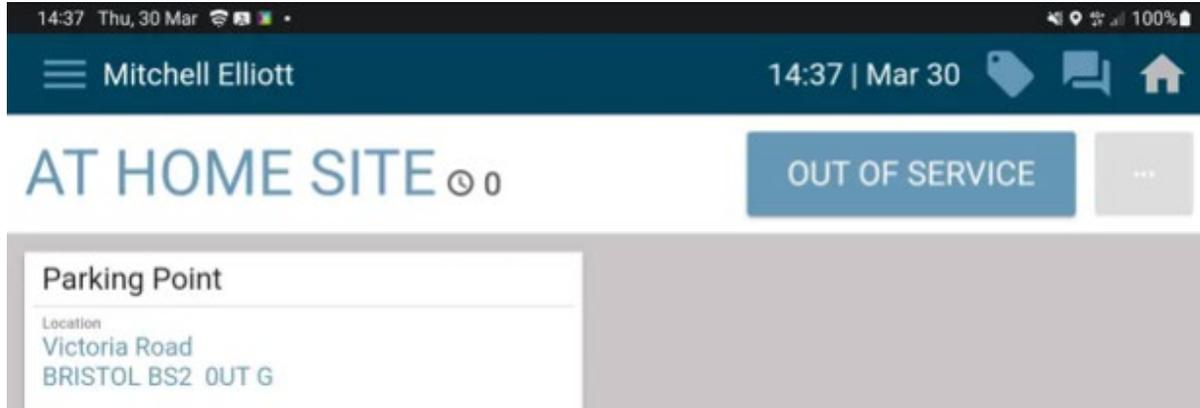


Once all work for the day is complete a home run will be assigned.

This assignment will automatically update the status on TrackIt to “Approach Home Site”.

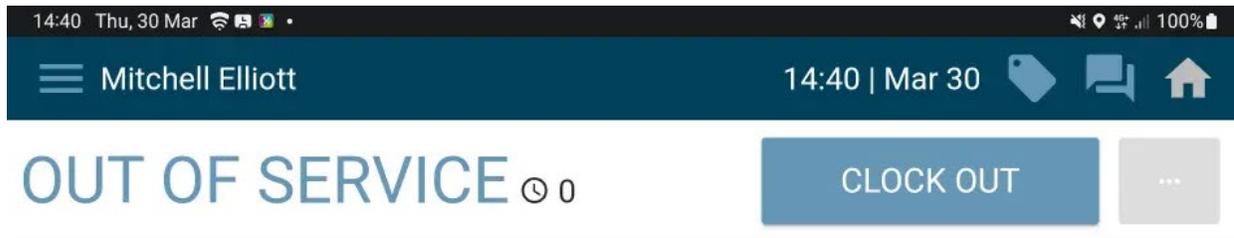


User Sign Out



Once the geo fence for the home site has been broken, TrackIT will update to “At Home Site”.

Here the user will need to press the “Out of Service” button to log off



This updates the TrackIT status to “Out of Service”.

An additional button is presented (Clock Out) but the user does not need to select this button.



Logged Out

You have been logged out

Emp: Mitchell Elliott

Shift Hrs: 4,07

Today Hrs: 4,21

Wk Hrs: 11,64



After a few seconds, the "Logged Out" screen will be presented.

This will present a summary of worked hours for the day and an accumulation of worked hours for the week. To progress with log out, the user should select the green circle at the bottom of the screen.

This then allows the user to see the "Ok" button at the bottom of the page.

Selecting this button closes the TrackIT app.





TrackIt

New ways of working



Roster:

Currently:

The user receives a message generated by the roster in SyncroTess to tell them where they need to be and what time.

Issue:

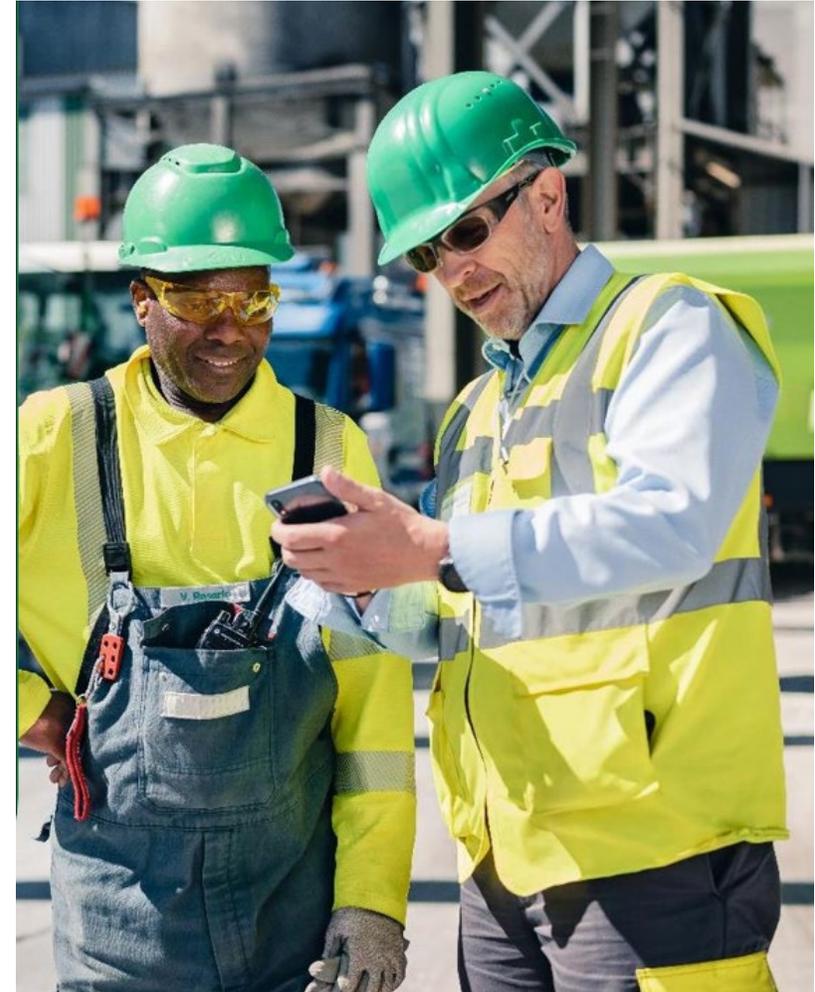
The ability to do this is not available in TrackIt.

Solution:

OnTime is the website used to see what is planned for a user for the next day.

This will be available on the TrackIt device.

The web page link can be copied onto a personal phone.



User Breakdown:

Currently:

In Cadis, the user currently has the ability to log off when breakdown is applied, if a home run has been sent.

Issue:

The ability to do this is not available in TrackIt.

Solution:

The user has first to Finish Breakdown and then, if Home Run is applied via SyncroTESS, accept the home run to log out.



User Break:

Currently:

A user puts themselves on break for a certain time period in Cadis and when that time period is over, the break is completed automatically and work can be allocated to the vehicle.

Issue:

The ability to do this is not available in TrackIt.

Solution:

The user has to confirm that the break is completed in TrackIt.



Call Back Feature:

Currently:

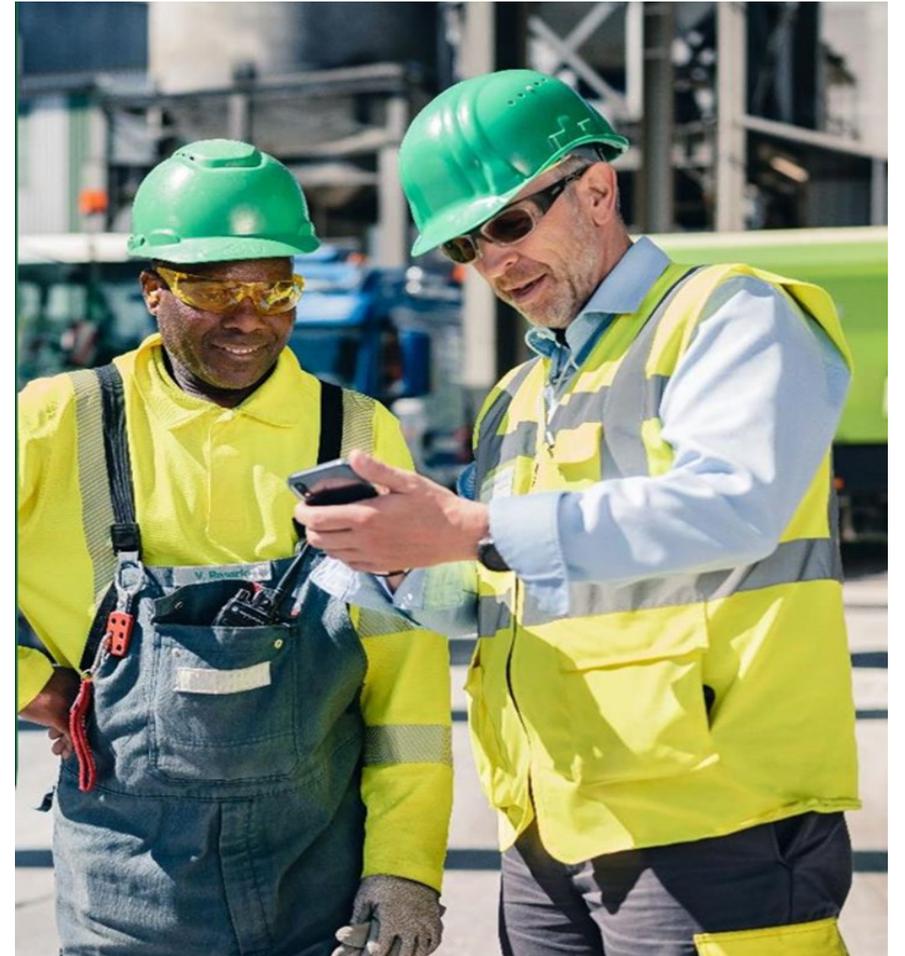
The user has the ability to request the CSC gives them a call in Cadis.

Issue:

The ability to do this is not available in TrackIt.

Solution:

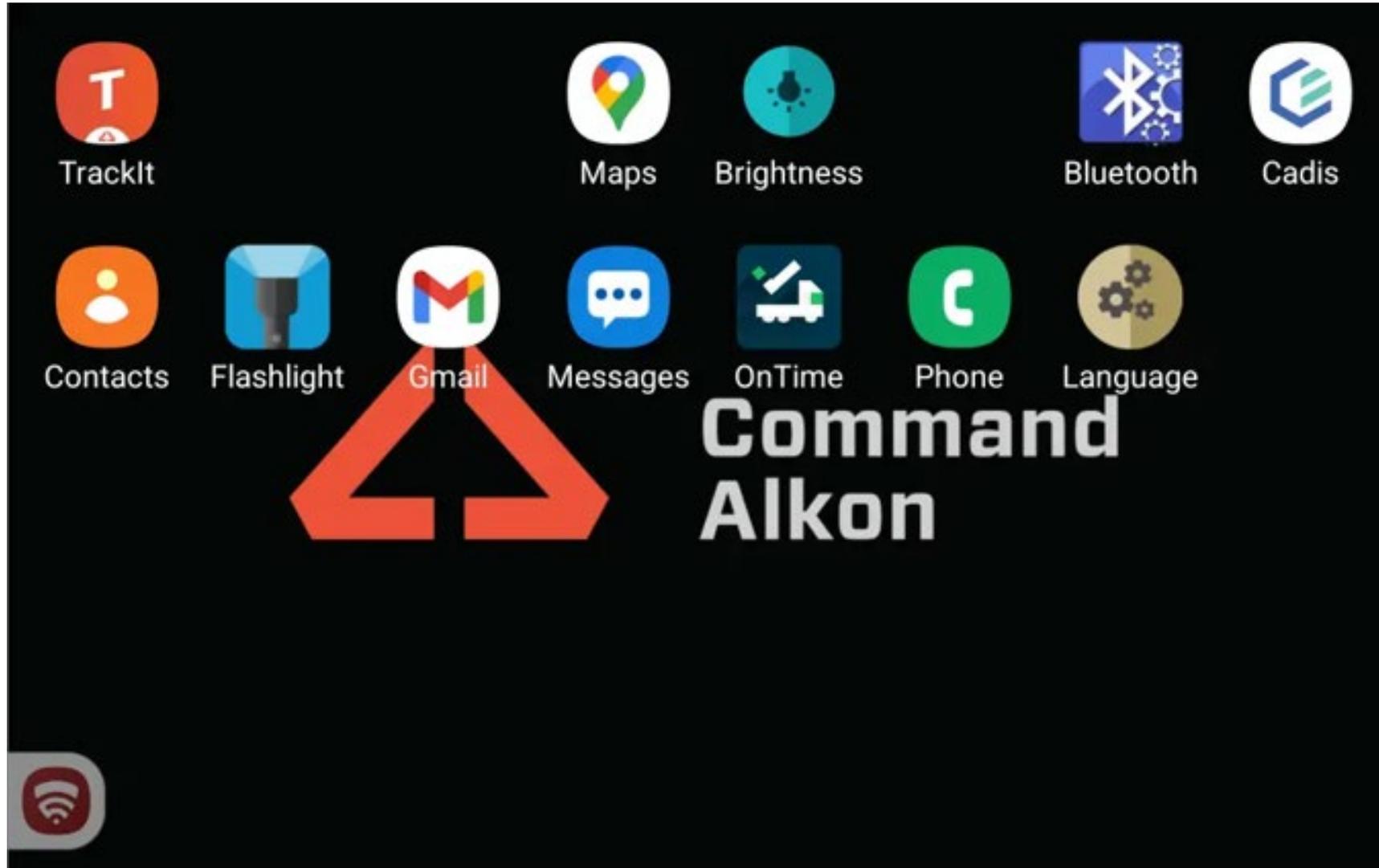
In TrackIt, the user can send a message template that says, “Please give me a call” instead in the messaging service similar to what is in Cadis



TrackIt

OnTime – How to find out your start time for the next day.





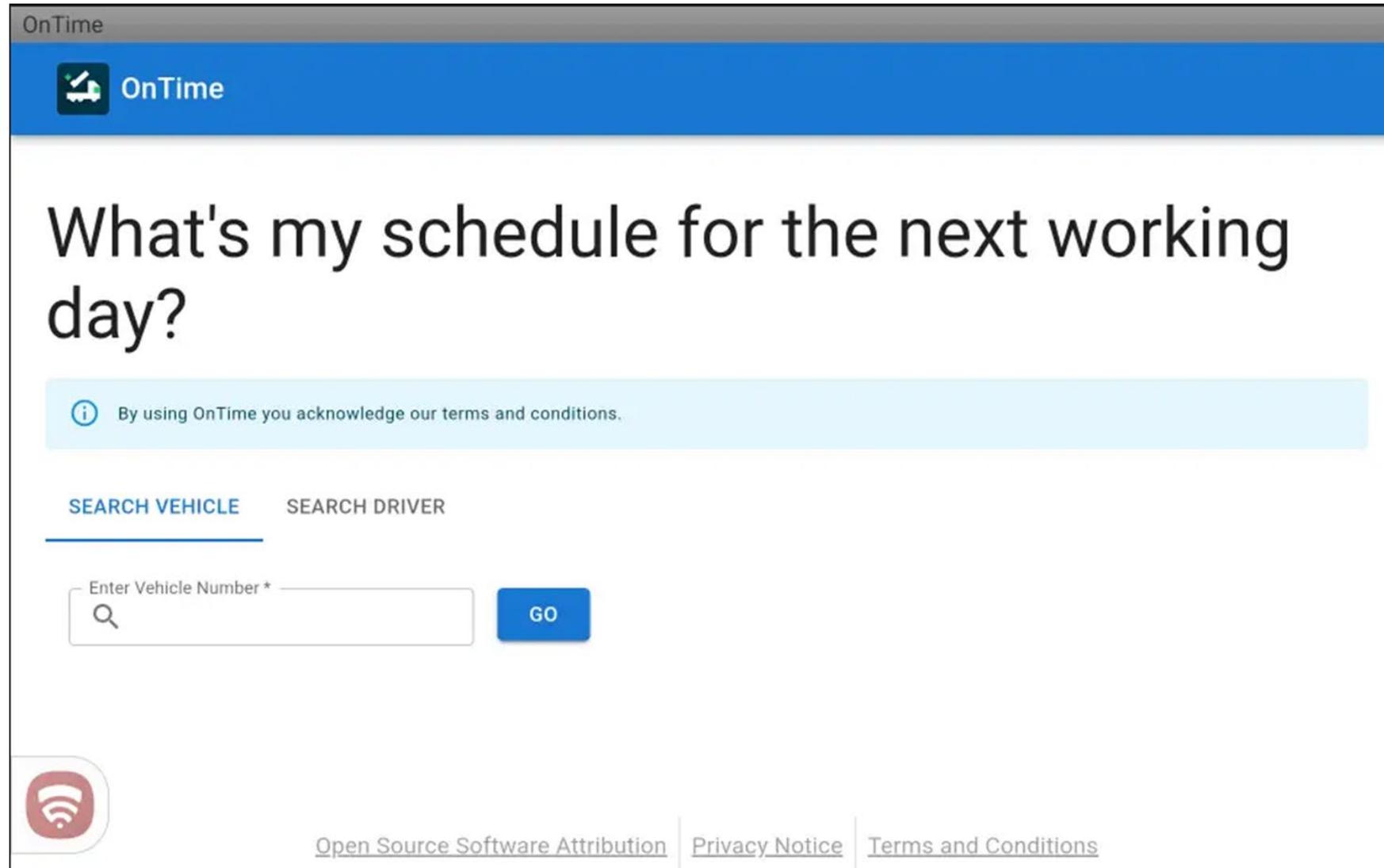
Opening OnTime

To open up OnTime, press the middle button on the physical device.

Here the user should be presented with a list of installed apps. One of which should be “OnTime”.

Select the “OnTime” app icon.





The screenshot shows the OnTime web application interface. At the top, there is a blue header with the OnTime logo and name. Below the header, the main content area displays the question "What's my schedule for the next working day?". A light blue banner below the question contains an information icon and the text "By using OnTime you acknowledge our terms and conditions.". Underneath, there are two tabs: "SEARCH VEHICLE" (which is selected and underlined) and "SEARCH DRIVER". Below the "SEARCH VEHICLE" tab, there is a search input field with the placeholder text "Enter Vehicle Number *" and a magnifying glass icon. To the right of the input field is a blue "GO" button. At the bottom left, there is a red Wi-Fi icon. At the bottom right, there are three links: "Open Source Software Attribution", "Privacy Notice", and "Terms and Conditions".

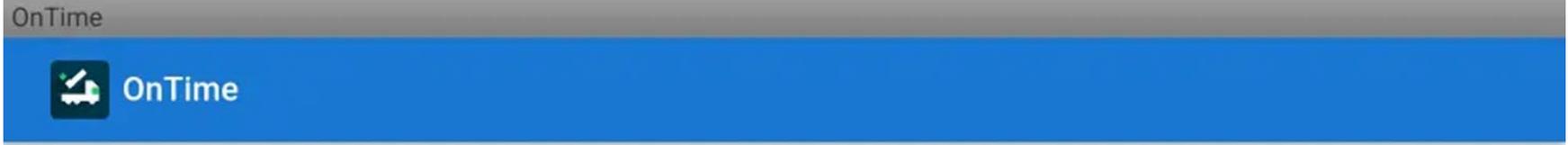
Once in “OnTime” the screen will look like this. Here we need to enter the vehicle that we want to see the roster for.

(Alternatively, we can search by driver name)

After entering the vehicle reg, click the “Go” button.

Note* Ensure vehicle reg is entered in all CAPITALS and no spaces.





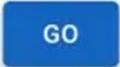
What's my schedule for the next working day?

 By using OnTime you acknowledge our terms and conditions.

SEARCH VEHICLE

SEARCH DRIVER

Enter Vehicle Number *



The entered Id n11xup was not found in the system
Either there is no roster yet or you mistyped the id

Try again after 5pm



If the roster has not yet been exported by the distribution team, an error message will be presented, and you will be advised to check again later in the day.



OnTime

The screenshot shows the OnTime web application interface. At the top, there is a blue header with the OnTime logo and a navigation icon. Below the header, a light blue banner contains the text: "By using OnTime you acknowledge our terms and conditions." Below this, there are two tabs: "SEARCH VEHICLE" (which is active) and "SEARCH DRIVER". Under the "SEARCH VEHICLE" tab, there is a search input field with the placeholder text "Enter Vehicle Number*" and a magnifying glass icon. The input field contains the text "N11XUP". To the right of the input field is a blue "GO" button. Below the search field, the text "Result for Driver: C." is displayed. There are two yellow boxes containing search results. The first box is titled "Pick up the truck N11XUP at" and contains the address: "PARK Cheltenham Concrete", "Tewkesbury Road", "GL51 9PJ G", "CHELTENHAM", "GBR". The second box is titled "Loading time is 12/05/2023, 06:39:00" and contains the address: "Get it loaded at", "Cheltenham Concrete", "Tewkesbury Road", "GL51 9PJ G", "CHELTENHAM", "GBR". At the bottom of the page, there are three links: "Open Source Software Attribution", "Privacy Notice", and "Terms and Conditions".

When the roster has been ran, this is an example of the message that you will receive, giving you details of where to load from and what time.



Appendix



Home Screen

This button takes you back to the status screen of TrackIt. Here you will see assignment and delivery address details (as well as any sent / received messages).



Mobile Ticket

This button takes the user to the "Mobile Ticket", if one is available.



Messages Icon

This button takes the user to the "Messages" feature of TrackIt. Here the user will be able to see any sent / received messages. This area is also where the user would send messages.



Menu Icon

This button can be used to pull up a menu on the left hand side of the screen. This menu is an alternate option a user can use to select the different features of TrackIt (E.G "Home", "Messages", "Mobile Ticket" etc)



Ellipsis Button

This button can be used to provide status updates incase of any missed geofences. This button will also allow the user to apply a break / breakdown.

