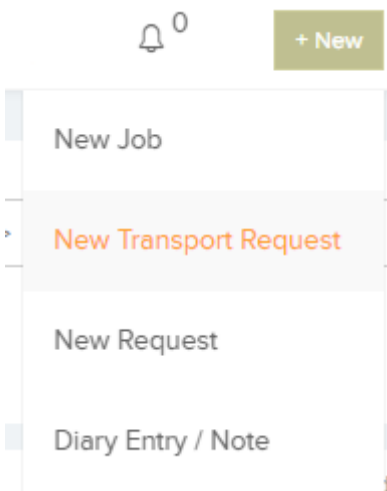


Transport Jobs

For any Client looking more information on this feature contact us at support@trackplanfm.com

The Transport Module in Trackplan is only relevant to clients who Transport people or items from A to B.

1. It starts by clicking on New Transport Request.



2. From here you can create a new Transport request.

Create a New Transport Request

New Transport Request:	▶ Next Step
Job Type	<input type="text" value="(please select)"/>
Reported By Name	<input type="text"/>
Reported By Email	<input type="text"/>
Main Contact Details:	
	Lookup Existing Contact
Contact Name	<input type="text"/>
Address 1	<input type="text"/>
Address 2	<input type="text"/>
Town	<input type="text"/>
Postcode	<input type="text"/>
Region	<input type="text" value="(please select)"/>
Telephone	<input type="text"/>
Email	<input type="text"/>
Priority	<input type="text" value="(please select)"/>
Assign to Team	<input type="text" value="(please select)"/>
	▶ Next Step

3. You can then choose your Pick-up point and Destination as

well as other information like, time and vehicle type.

Journey 1 - Task Number 30-001 Back Save

Pick Up	Lookup Existing Address	Destination	Use Main Contact	Lookup Existing Address
Address 1	Knockanean	Address 1		
Address 2		Address 2		
Town		Town		
Postcode		Postcode		
Pickup Time	07/12/2021 12:23	Arrive Time		07/12/2021 13:23
Pickup Window (hours)	1.00			
Vehicle Type	(please select) ▼	Other Information		

The above section will then appear on the Job Details page where you can choose the Crew/Transport Company and assign them the Job.