

This job aid shows how to use vin views in the RunBuggy platform.

NAVIGATE TO VIN VIEWS

 From the left side menu, click the hamburger icon located at the top of screen to expand menu

Expanded menu appears.

- 2. Scroll down to the VINS area
- 3. Click the Placed tab

Placed Vins screen will display.

TO VIEW GROUPS BY PICK-UP ADDRESS/DROP OFF ADDRESS AND EXPAND FOR DETAILED INFOMATION

1. **Click** and drag pick-up address column to gray bar

A pick-up address group is displayed.

2. Click arrow icon to expand and see detail information

Vin view appears with groupings of same pick-up and drop off address

| Driver Escalations | 64 | Plac | ed 5 | 42 | Q | | | |
|---------------------|------------|------|--------|--------------|-------------------|---|-----------|--|
| Communications | 5 | No f | ilters | applied | | | | |
| Approvals | | | | ere to set r | ow groups | | | |
| Post-Delivery Resol | 4 | | | # = | VIN | ≡ | STATUS | |
| · · | | | 0 | 1 | 1GTGK29U5XE550656 | | AVAILABLE | |
| Comple ks | 2 | | 0 | 2 | 1FTWX3A56AE984130 | | AVAILABLE | |
| 2 | | | 0 | 3 | 3MZBM1W73EM104636 | | AVAILABLE | |
| /INS | ^ | | Θ | 4 | WP0CB298X4U661674 | | AVAILABLE | |
| | | | o | 5 | 1JCMR7841JT185472 | | AVAILABLE | |
| All Active | 619 | | 0 | 6 | WA1DGBFE1DD799310 | | AVAILABLE | |
| Planning | 3 | | o | 7 | JM1NC2EF1A0917570 | | AVAILABLE | |
| | | | 0 | 8 | 3VW4S7AT3EM279491 | | AVAILABLE | |
| ■ Placed | | | o | 9 | WBAEH13587C386376 | | AVAILABLE | |
| L | a 7 | | 0 | 10 | 1N4AL3AP8DC232123 | | ASSIGNED | |
| In Transit | 28 | | 0 | 11 | 2G1FF1E31E9209142 | | ASSIGNED | |
| | | | Θ | 12 | WBAEH13587C386376 | | AVAILABLE | |
| Complete | 7 | | 0 | 13 | 1G6AB5RX3E0388685 | | AVAILABLE | |

| | C Refresh | Reset Table Setting |
|-----------------|---|---------------------------------|
| | | |
| | PICKUP ADDRESS | DROPOFF ADDRESS = |
| /2022 09:04 AM | 7411 Goen Pl, San Dieg o, CA 921 | 9898 Genesee Ave, San Diego, C |
| /2022 06:47 AM | 951 N Etiwanda Ave, Ontario, CA | 7411 Goen PI, San Diego, CA 921 |
| /2022 01:55 PM | 951 N Etiwanda Ave, Ontario, CA | 5750 W Thunderbird Rd, Glendal |
| /2022 08:48 AM | 7411 Goen PI, San Diego, CA 921 | 9898 Genesee Ave, San Diego, C |
| /2022 04:56 PM | 35740 Jack Rabbit Ln, Murrieta, | 1594 MarBrisa Cir, Carlsbad, CA |
| :/2022 05:15 AM | 1 Apple Park Way, Cupertino, CA | Google Building 45, 1585 Charle |
| /2022 12:46 AM | 1 Apple Park Way, Cupertino, CA | Google Building 45, 1585 Charle |
| /2022 08:58 AM | 951 N Etiwanda Ave, Ontario, CA | 9898 Genesee Ave, San Diego, C |

| - | | | | | | | | | | |
|------|---------|---------------------------------------|------------|-----|-------------------|-----|---------------------|----|---------------------|------------------|
| 2 it | ems sel | ected 🦳 — Clear S | election | c | reate New Order | 🖪 м | ove to Existing Ord | er | 民 Detach from Order | |
| | | GROUP | \equiv | # ≡ | VIN | = | STATUS | = | SHIPPER REF. | TRANSPORTER REF. |
| | | > 951 N Etiwanda Ave | e, (146) | 1 | | | | | | |
| | | > 7411 Goen Pl, San I | Die (78) | 2 | | | | | | |
| | | > 9898 Genesee Ave, | Sa (69) | 3 | | | | | | |
| | | Google Building 45, | 15 (47) | 4 | | | | | | |
| | | 6591 Irvine Center I | Dr, I (27) | 5 | | | | | | |
| | | 440 Richmond Ave, | Buf (14) | 6 | | | | | | |
| | Ο | | | 7 | 5UXZW0C58BL655178 | | AVAILABLE | | SH-000245692 | TH-000265398 |
| | v | | | 0 | ING0072001A000202 | | AVAILADEL | | 3H-000243092 | TH-000203390 |
| | 0 | | | 9 | 2HGFA16569H305321 | | AVAILABLE | | SH-000245692 | TH-000264319 |
| | 0 | | | 10 | 3ECME53G9VJA14524 | | AVAILABLE | | SH-000245692 | TH-000266626 |





This job aid shows how to use vin views in the RunBuggy platform.

TO CREATE AN ORDER WITH SAME TRANSPORTER REFERENCE NUMBER AND TO BE PICKED UP AND DROPPED OFF AT SAME LOCATION

- 1. **Navigate** to pick up address group view (refer to steps above)
- Click arrow > icon to expand and see detail information

Vin view appears with groupings of same pick-up and drop off address

- 3. Select vins picked up and dropped off at same location
- 4. Click Create New Order

A pop-up box to create an order appears

5. Click Yes to create a new order

A green box will appear when new order created successfully.

| 3 items te | lected Clear Selection | on Create New Order | e to Existing Order | 民 Detach from Order | |
|-------------------|---|---|------------------------|---|--|
| | GROUP Google Building 45, 15 (4) 6591 Irvine Center Dr, I (4) | = # = VIN 47) 4 27) 5 | STATUS | SHIPPER REF. | TRANSPORTER RI |
| ✓ 0 ✓ 0 ○ 0 | | 7 5UXZW0C58BL655178 8 1H6CD7235TA006202 9 2H0FA16559H305321 | AVAILABLE AVAILABLE | SH4000245692 SH4000245692 Sh000245692 | TH-000265398 TH-000265398 TH-000264319 TH-000266626 TH-000250732 |
| A Ar | re you sure re you sure yo | e? ou want to create | a new order w | vith 2 vehicles | ? |
| 5 | UXZW0C58BL6 | 655178 | | | |
| 1 | HGCD7235TAC | 006202 | | | |
| | No | | | 5 Y | es |

