

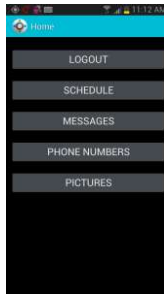
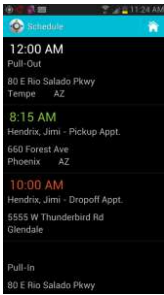
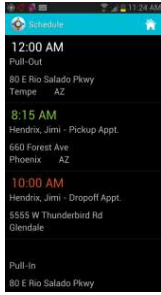
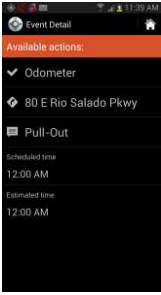
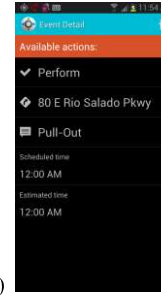
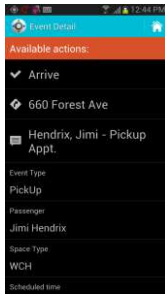
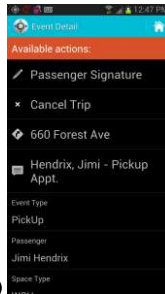
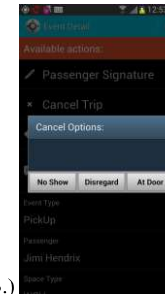
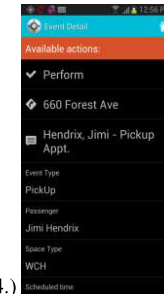
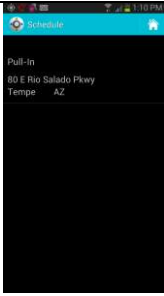
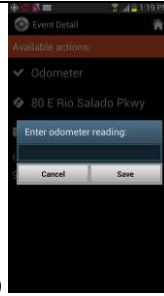
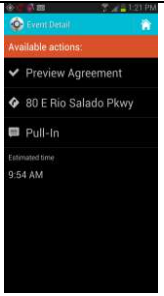
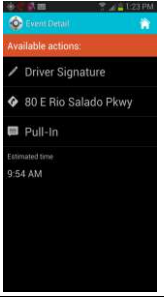
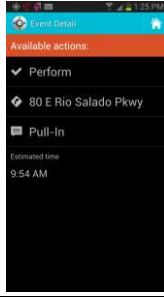
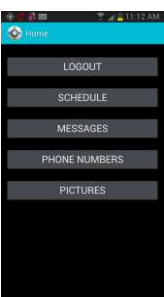
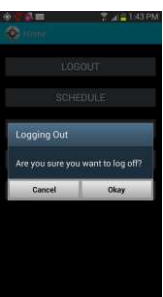


<p><b>Step 1:</b></p> <p>Log into MediRoutes Mobile app.</p> <ol style="list-style-type: none"> <li>1.) <b>Enter</b> Username and passcode. <b>Click</b> Next.</li> <li>2.) <b>Enter</b> Run and Vehicle, and then <b>click</b> Today's Schedule.</li> </ol>	<div style="display: flex; justify-content: space-around;"> <div style="text-align: center;">  <p>1.)</p> </div> <div style="text-align: center;">  <p>2.)</p> </div> </div>
<p><b>Step 2:</b></p> <p>Select Schedule screen.</p> <ol style="list-style-type: none"> <li>1.) <b>Tap</b> on the Schedule screen option.</li> <li>2.) Today's schedule is displayed.</li> </ol>	<div style="display: flex; justify-content: space-around;"> <div style="text-align: center;">  <p>1.)</p> </div> <div style="text-align: center;">  <p>2.)</p> </div> </div>
<p><b>Step 3:</b></p> <p>Perform Pullout.</p> <ol style="list-style-type: none"> <li>1.) <b>Tap</b> on the Pullout task.</li> <li>2.) <b>Tap</b> on the Odometer. <b>Enter</b> odometer reading and <b>tap</b> the Save button.</li> <li>3.) <b>Tap</b> on the Perform option.</li> </ol>	<div style="display: flex; justify-content: space-around;"> <div style="text-align: center;">  <p>1.)</p> </div> <div style="text-align: center;">  <p>2.)</p> </div> <div style="text-align: center;">  <p>3.)</p> </div> </div>
<p><b>Step 4:</b></p> <p>Arrive/Capture Passenger Signature/Perform pickup</p> <ol style="list-style-type: none"> <li>1.) Upon arriving at the first pickup or drop-off, <b>tap</b> on the topmost trip in the Schedules screen, and <b>tap</b> the Arrive option.</li> <li>2.) If a passenger signature is required, <b>tap</b> on the Passenger Signature option, <b>capture</b> the passenger's signature, and then <b>tap</b> on the save icon.</li> <li>3.) If the trip needs to be cancelled, <b>tap</b> on the Cancel Trip option, and then <b>choose</b> Cancel at Door or Cancel No Show.</li> <li>4.) If the trip is not cancelled, <b>tap</b> on the Perform option to complete the pickup.</li> </ol>	<div style="display: flex; justify-content: space-around;"> <div style="text-align: center;">  <p>1.)</p> </div> <div style="text-align: center;">  <p>2.)</p> </div> <div style="text-align: center;">  <p>3.)</p> </div> <div style="text-align: center;">  <p>4.)</p> </div> </div>

<p><b>Step 5:</b></p> <p><b>Pull-In</b></p> <ol style="list-style-type: none"> <li>1.) Once all the trips are completed, the Pull-In event needs to be performed. This is accomplished by <b>tapping</b> on the Pull-In event.</li> <li>2.) <b>Tap</b> on the Odometer option, <b>enter</b> the odometer reading and <b>tap</b> Save.</li> <li>3.) <b>Tap</b> on the Preview Agreement option. Review the agreement, then <b>tap</b> on the Confirm button.</li> <li>4.) If a driver signature option is present, <b>tap</b> on it, <b>sign</b> and <b>tap</b> on the save icon.</li> <li>5.) <b>Tap</b> on the Perform option to complete the Pull-In event.</li> </ol>	<div> <div>1.) </div> <div>2.) </div> <div>3.) </div> <div>4.) </div> <div>5.) </div> </div>
<p><b>Step 6:</b></p> <p><b>Logout</b></p> <ol style="list-style-type: none"> <li>1.) <b>Return</b> to the Home Screen and <b>tap</b> on the Logout option.</li> <li>2.) Once the Logging Out confirmation message appears, <b>tap</b> on the Okay option.</li> </ol> <p>The driver is logged out of MediRoutes Mobile.</p> <p><b>NOTE: The driver is required to perform the Pull-in and Logout of the mobile app by the end of every day.</b></p>	<div> <div>1.) </div> <div>2.) </div> </div>