## **TBR GroundPad Manual**





Start the app by locating the GroundPad icon which should be in the dock at the bottom of the screen. If you can't find it, swipe to the left, it might be on another screen.

Once started, the app will ask you to login with your details

- Car Registration e.g. L44TBR
- Mileage e.g. 56210
- Driver ID: \_\_\_\_\_\_
- Driver Pin: \_\_\_\_\_\_



After successful login, you will see CURRENT jobs.

These are LIVE jobs for which you have received the text message. The tabs at the top allow to go to Future Jobs (upcoming jobs) and Archived Jobs (driven). CURRENT jobs are the only jobs you can progress.



Tap a job to see its details. The job you can see here can be progressed to POB.

	Instruction
	Institucti
- ON-SITE	
Jan 8, 2015 at 11:00 - RES	
Job Start: 10:32   Job End: blank   Dropoff: 13:05	
MRS GUPTA - Special Instructions	
Saloon	
Version 2 - Status ON-SITE - ONSITE 10:32 A controller will phone you 1 hour before scheduled pick up time t	o verify the job.
РОВ	
Pickup	Мар
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Dropoff	
Guit- Changes Support	
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Extra Services, Notes, Instructions, Other Account Notes:	
Extra Services, Notes, Instructions, Other Account Notes: Version 2 - Status ON-SITE - ONSITE 10:32 A controller will phone you 1 hour before scheduled pick up time to	verify the job.