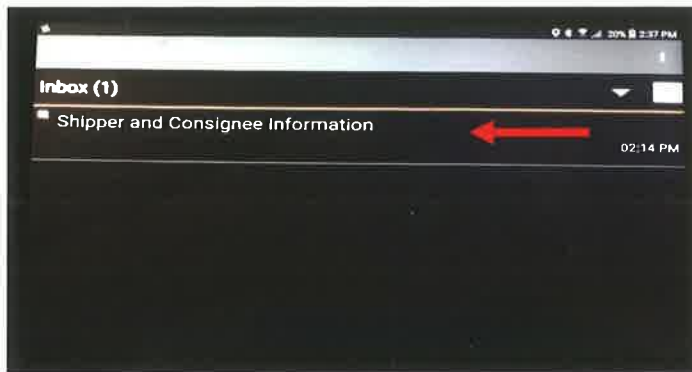
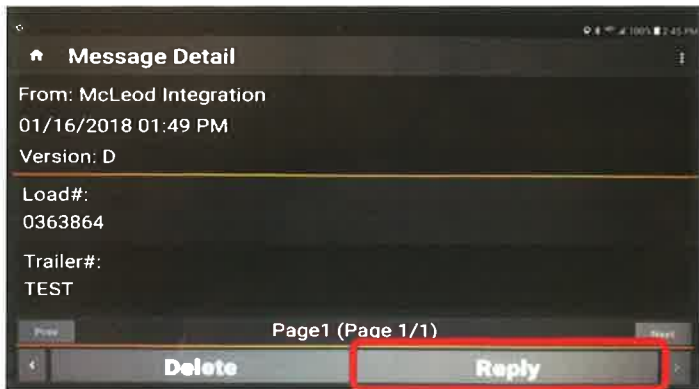


DRIVER WORKFLOW IN XRS IS AN ESSENTIAL PART OF THE DRIVER'S JOB. THIS ALLOWS EFFECTIVE COMMUNICATION BETWEEN AND YOUR FM! THE STEPS OUTLINED IN THIS ARE **REQUIRED** STEPS TO THE DRIVER DUTIES. THANK YOU FOR YOUR HARD WORK TO KEEP OUR COMPANY ON TRACK BY DOING THESE STEPS IN COMPLETION ON EVERY MOVE!

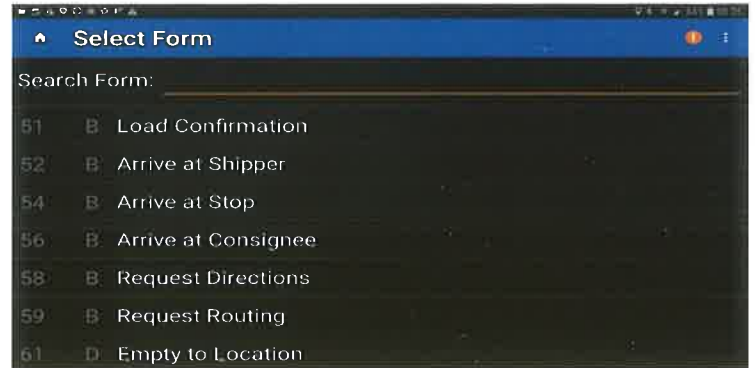
Load information is sent to the driver via the Load Information messages and directions messages.



Touch the message above to view your load information.



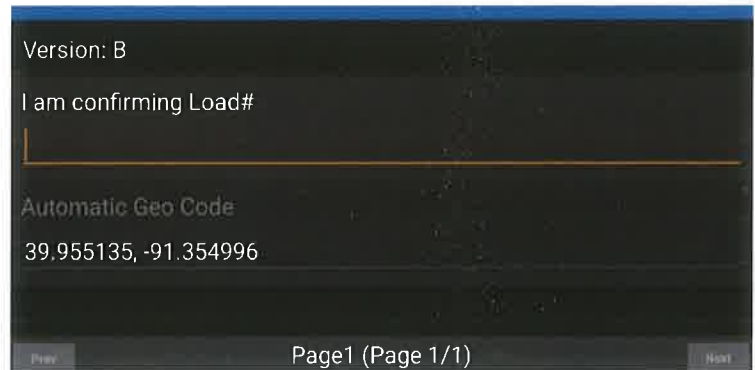
You can scroll up and down to read all the information regarding your shipper and consignee. **Once you are ready to confirm, click on the reply button as shown above.** By clicking on reply, it gives you a list of forms you can send in to confirm with Dispatch that you received the load or arrive and depart yourself from your PU and DEL locations.



****You will reply from your load information message to access ALL of your forms while you are on a specific load, so do NOT delete your load information message until you have completed that load****

FORM 51 Load Confirmation

Driver clicks on **51 Load Confirmation** screen. Order number should already be present. Driver sends in form. This lets dispatch know you have received the information. ****THIS IS REQUIRED****



FORM 52 Arrive at Shipper

Driver clicks send button on form. No information needs to be entered. (This must be done WHEN you check in at the shipper to start any clock for detention if there is a potential for delays. This will affect your pay for detention charges if we are able to charge for detention.)

FORM 121 Depart Shipper info

Driver enters information for the following fields and then sends in form:

- Inbound trailer

- /Y or N for dropping trailer
- Outbound trailer
- Weight

Form 56 Arrive Consignee

Driver clicks send button on form. No Information needs to be entered. (Must be done at the time of arrival to begin any possible detention charges if unload takes longer than expected!)

Form 141 Depart Consignee / Empty Call

Driver enters information for the following fields and then sends in form:

- Inbound trailer
- Y or N for dropping trailer
- Outbound trailer
- BOL Signed Y/N?

*****THE FOLLOWING ARE ONLY USED ON MULTI STOP LOADS*****

FOMR 54 Arrive Stop - DRIVER ONLY USES IF THERE IS STOPOFF

Driver clicks send button on form. No information needs to be entered

FORM 131 Depart Stop - DRIVER ONLY USES IF THERE IS STOPOFF

Driver enters information for the following fields and then sends in form:

- Stop # (Stop 1 is always the shipper)
- Weight

FORM 61 Empty to Location

When you drop and get your empty trailer and you have sent your DEPART SHIPPER Call, Macro 61 will self-dispatch you with your empty trailer to the next stop. This is essential to ensure our trailers move with our trucks. If you know your next destination, put that location code in and the trailer # then hit send.