

Introduction to TERMPoint Mobile APP

July 2020

Overview

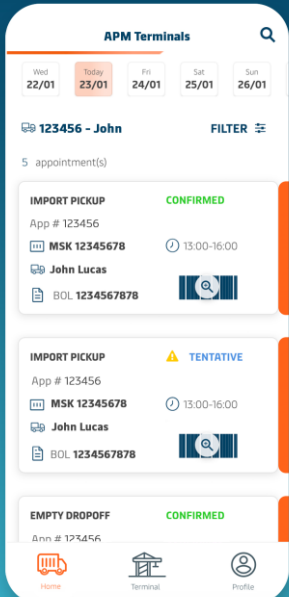
- TERMPoint Mobile APP
 - The new TERMPoint Mobile APP allows truckers and dispatchers to view, manage and cancel appointments
 - It is a primary appointment platform for truckers but also a supplementary platform for dispatchers who mostly work on PCs
 - Available in APP Store since June 30, 2020
 - *To download, search TERMPoint in your Android or IOS store*

Features

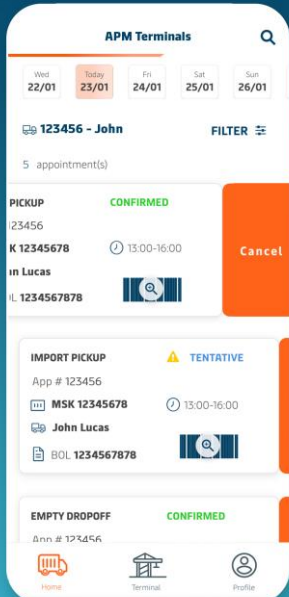
- Drivers:
 - See and manage appointments for my truck license (edit, cancel if granted permission)
 - Get appointment tickets
 - See Primary Truck License # and change Truck License # (if set up in TERMPoint desktop)
 - Obtain terminal information
- Dispatchers:
 - See and manage appointments for my company (edit, cancel)
 - Search and filter appointments
 - See and send appointment tickets
 - Obtain terminal information
- Available in **English, Spanish, Italian**

TERMPoint Mobile APP Screen Samples

Daily list of appointments



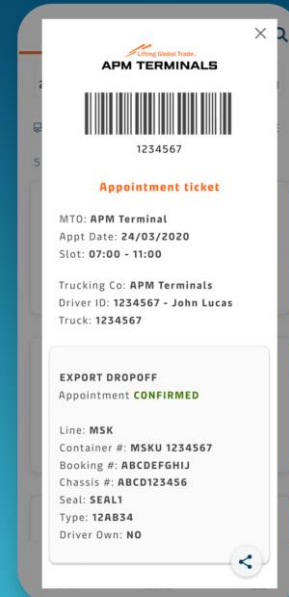
Easily view and cancel appointments



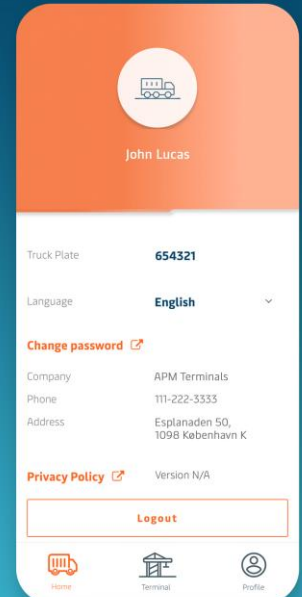
Quickly update appointments



Get Appointment Tickets



Custom profile



User Access and Set up Instructions

User Access

- Existing TERMPoint user?
Log into the mobile app with your current TERMPoint username/password
- New TERMPoint user?
Add new user in TERMPoint desktop. New user will receive email to set up password. Once set up, user can log in to mobile app with this login/ password.
- **Optional user set up** in TERMPoint desktop:
 - Want to limit users to view appointments only?
Assign user to a user group with view only permissions
 - Want to limit user to see appointments for a specific truck license?
Designate "Is Driver" and enter "Primary Truck #".

All mobile app users must be registered on TERMPoint Desktop

- To add a new user, click on Manage User & Add New User
 - New user will receive an email with directions to set up a password
 - After new user sets up password, they can download and log into the mobile app

Manage Users

List of users

[+ Add a new user](#)

LOGIN ID	FIRST NAME	LAST NAME	EMAIL ADDRESS	PHONE NUMBER	ACTIVE?	EDIT
SatishLSA	Satish	Kumar	satish.kumar@maers...	1112222222	Yes	
HuddSKW	Spencer	Kwolyk	spencer.kwolyk@ap...	7045712483	Yes	
KellyHUDLA	Kelly	McKainDispatcher	kelly.mckain@apmter...	7045712116	Yes	
KellyHUD2	Kelly	McKainDriver	kelly.mckain@apmter...	7045712116	Yes	
HUDD123	FRANCISCO	RUIZ	karen.obrien@apmte...	7045712652	Yes	

Optional: Use Groups in TERMPoint desktop if you do not want drivers to be able to update or cancel appointments

- To create a new Group, click Manage User Groups
 - Set up user group with the permissions you want
 - Assign drivers to this user group

*Example:
Drivers assigned to this group can view but cannot manage nor cancel appointments*

Manage User Groups

List of user groups

User groups are security groups. When a user is assigned to a user group, it will be assigned the permissions of that group.

GROUP NAME

Drivers

Edit Group

Group name
Drivers

Description about the group
Cannot update appointments.

Functions of the group

- Company Profile
- My Appointments
 - Cancel Appointments
 - Manage Appointments
- Schedule an appointment
 - EMPTY DROPOFF
 - EMPTY PICKUP
 - EXPORT DROPOFF
 - IMPORT PICKUP
- Useful info
- Users and Groups
 - Manage Groups
 - Manage Users
- Watchlist

Submit Cancel

Optional: Assign a primary truck license # to limit what appointments a driver will see in the mobile app

- In Manager User,
 - Click Is Driver
 - Add Driver's Primary Truck License #

*Example:
Driver will see only appointments for truck license # 1132401 in the mobile app.*

Driver can change this truck license # in the app if he/she is driving a different truck

Manage Users

List of users

LOGIN ID
SatishLSA
HuddSKW
KellyHUDLA
KellyHUD2
HUDD123

Edit User

Login ID: KellyHUD2 Phone: 7045712116

First Name: Kelly Last Name: McKainDriver

Email Address: kelly.mckain@apmterminals.com Confirm Email Address: kelly.mckain@apmterminals.com

Active Reset Password

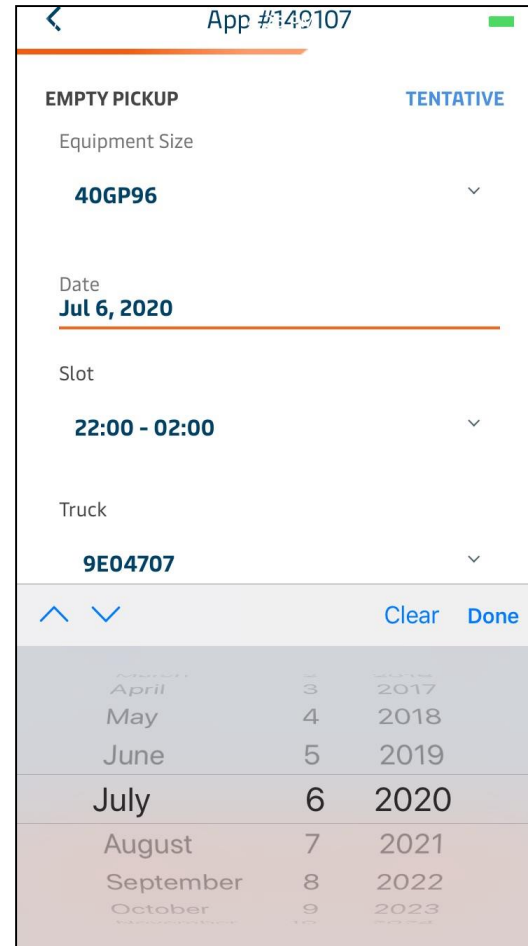
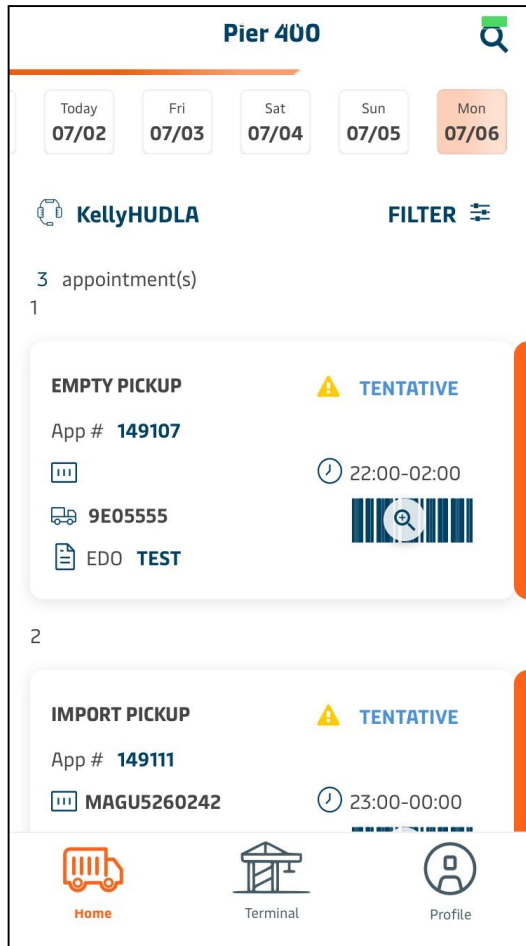
Is Driver Primary Truck License #: 1132401

COMPANY GROUPS: Drivers x

Submit Cancel

Mobile App Examples- Logged in as **Dispatcher** who has **permission to update and cancel**

- Can see all appointments and can update appointments



Mobile App Examples- Logged in as **Driver** who is set up with a **primary truck license # 1132401**

- Can only see appointment for assigned truck license # 1132401

