

Tech Tip Tuesday—May 17, 2016

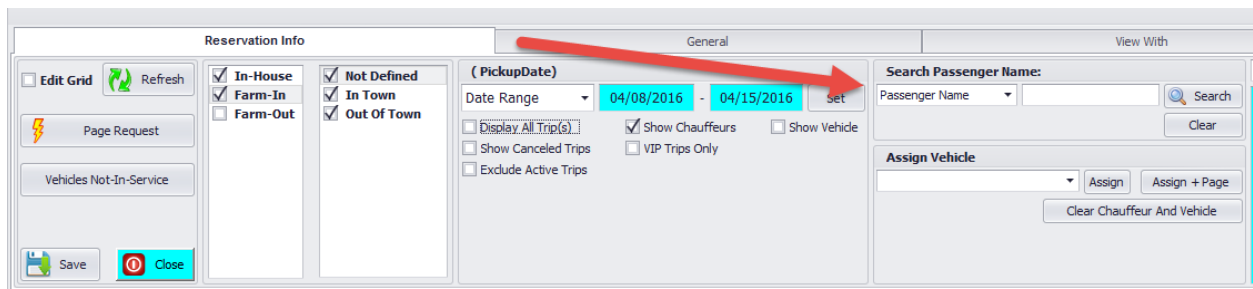
by David Hirsch

LiveryCoach.net Please note that in this and future Tech Tips, the screen shots and descriptions will all be from LiveryCoach.net, the new version of Livery Coach. Some of the tips we mention will also apply to the older “VB6” version. We will try to point out which tips only apply to LiveryCoach.net. If you aren’t already running LiveryCoach.net, please contact support@liverycoach.com to schedule your update. Note that there will be no more enhancements to Livery Coach VB6, and support will end at the end of this year.

Dispatch Grid Search

Have you ever had that busy day with a ton of trips, and someone calls from the airport...“where’s my vehicle?” And unless you’ve memorized your board, it can take some time to either scan down the dispatch grid looking for the passenger name, or quickly trying to open the Open Trips (now called Find Trips in LiveryCoach.net) so you can search?

There is an easier way. At the bottom of the dispatch grid, there is a search field, where you can enter the search directly.



Simply type in the passenger name in this field and click on the “Search” button to the right of the field. The system will instantly search through all the trips for your Dispatch Grid date range to find the trip or trips that match the search criteria. Note that the system searches first and last names, and searches through all the passenger names in the trip. So if you actually put all those bus passenger names in that big trip, you will find the trip no matter what passenger calls.

In addition to searching passenger names, this field can also be used to search Group Name, Passenger Company, Contact Company, First Pickup Address, and Last DropOff Address. Simply select the field you want to search on in the dropdown.

