

Tech Tip Tuesday—June 19, 2018

Automatically Mark Farm Out Trips to Done

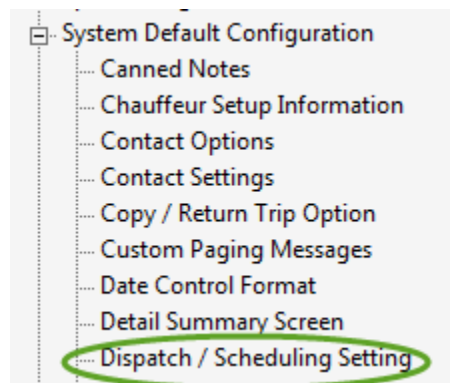
In Livery Coach, there is a setting that many of you use that prevents trips not marked Done from appearing in TripBook (so you can't inadvertently close an active trip). (See Tech Tip May 6, 2014 for that setting, or look at liverycoach.tech).

Generally this is not a problem, because trips get marked Done as you go along, either by your chauffeurs (using iChauffeur) or your Dispatcher.

Even most Farm Out trips would be marked Done if they are electronically farmed out (Livery to Livery, GNet, iAffiliate, etc.)

However, sometimes trips are farmed out the “old fashioned” way (usually email)...and then, while your dispatcher might be monitoring these trips until they get to Customer in Car, it can be a chore to remember to mark them all Done later so they appear in TripBook to close out.

In Setup...Maintain...System Default Configuration...Dispatch / Scheduling Setting, there are (believe it or not) some settings.



At the bottom of the screen, there are three settings to automatically mark a Farm Out trip done a certain number of hours after the trip was marked On The Way, Arrived, or Customer In Car. These are all set separately, and a setting of 0 hours turns the feature off (so it wouldn't be marked Done).

Automatically mark Farm-Out On The Way trips to Done	8	hours after dropoff time.
Automatically mark Farm-Out Arrived trips to Done	4	hours after dropoff time.
Automatically mark Farm-Out Customer In Car trips to Done	1	hours after dropoff time.