

## Tech Tip Tuesday—March 23, 2021

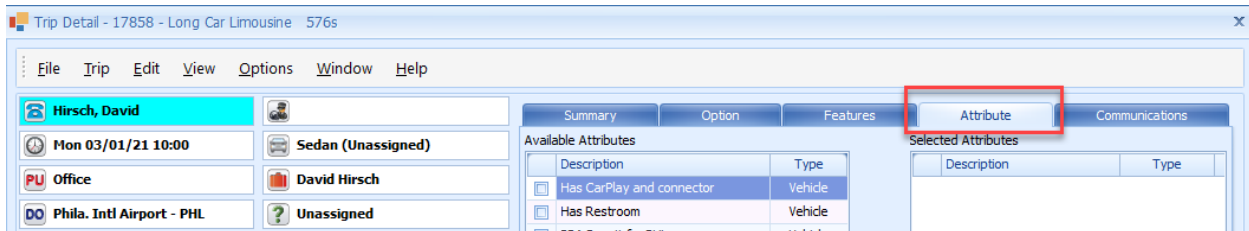
### Attributes (Part 2)

In last week's Tech Tip, we introduced [Attributes](#), which come in two flavors—Chauffeur Attributes and Vehicle Attributes.

But once you have your Attributes set up, how do you use them?

First of all, you want to set one or more attributes in a trip. There are some automated ways to do this, which will be discussed in Part 3 of the Attributes Series, but for purposes of this Tech Tip, we'll do this manually.

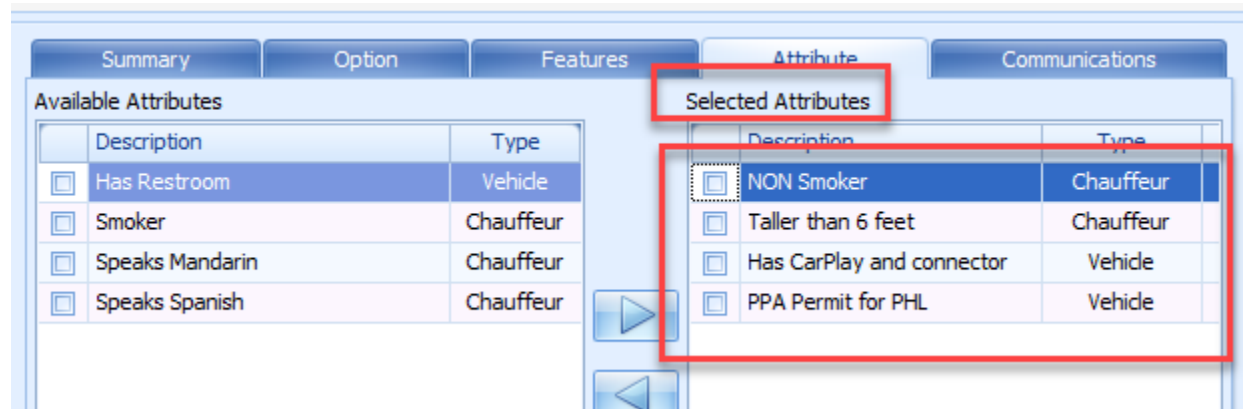
Simply open a trip and select the Attribute tab.



Now you can simply move whatever Attributes you want to apply to the trip from the left "Available" column to the right "Selected" Column.

Notice that because we had checked the "NON" box when setting up the Smoker Attribute for chauffeurs, we now have both "Smoker" and "NON Smoker" available.

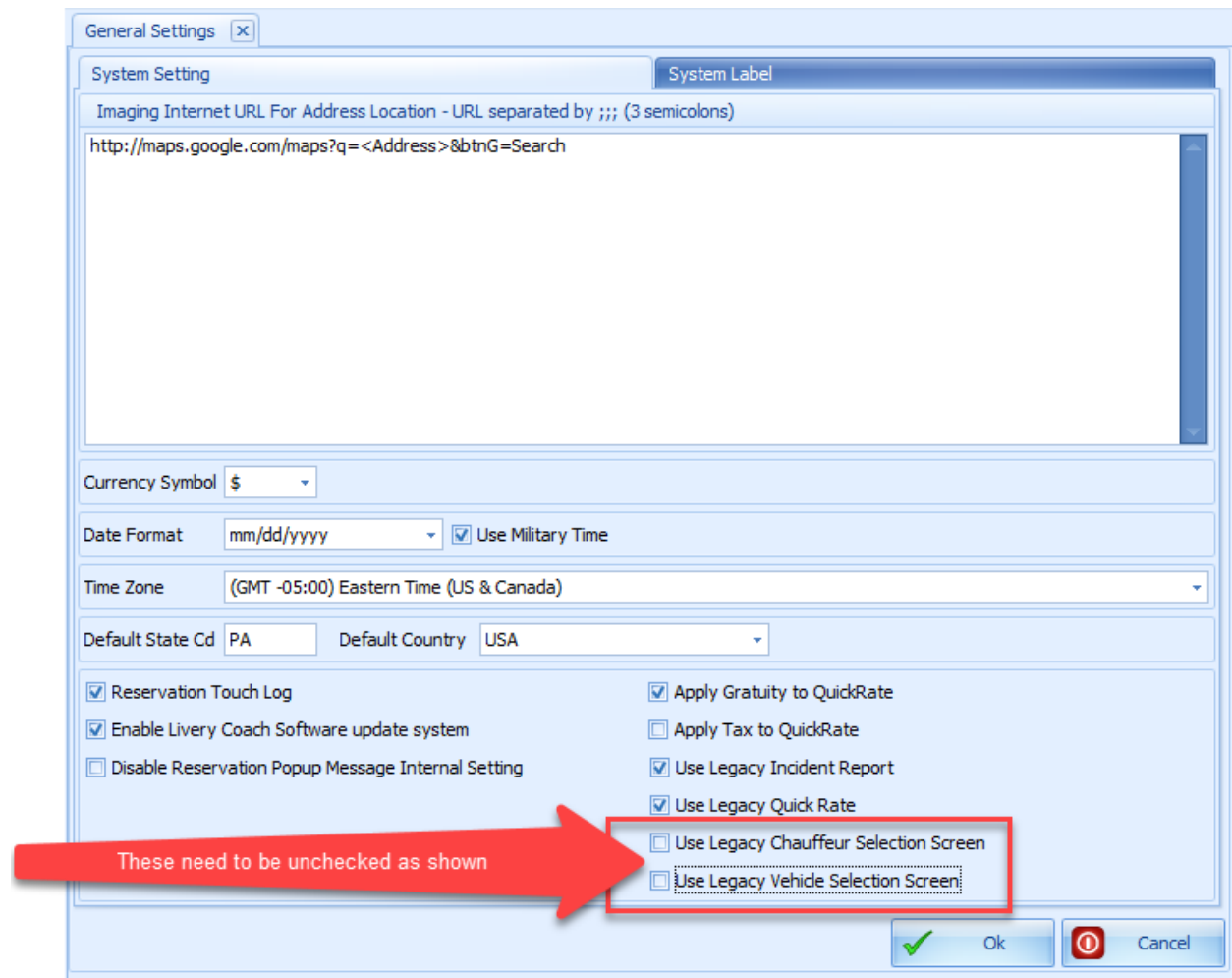
In our example, I have selected a total of 4 attributes (2 Chauffeur and 2 Vehicle) because it's helpful for this Tech Tip—in the real world, you can have as few or as many as you like.



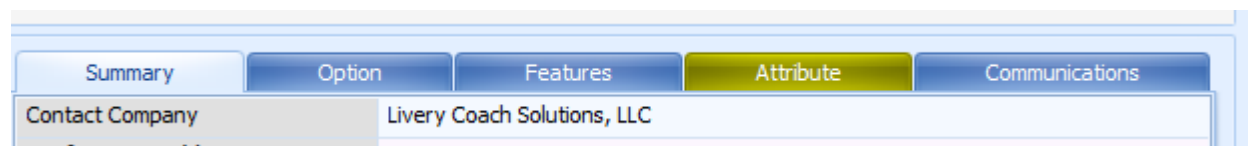
Now, in order to make these Attributes useful for assigning a Chauffeur and a Vehicle, we need to be using the new (non-legacy) Chauffeur and Vehicle Selection screens (which was covered in a [Tech Tip](#) two weeks ago).

As a reminder, what you need to do (if you haven't already) is navigate to Setup->Maintain->System Default Configuration->General Settings and UN-check both "Use Legacy Chauffeur Selection Screen" and "Use Legacy Vehicle Selection Screen". The "Legacy" selections are what you are used to—by

unchecking these boxes, you will see the new screen layouts that were designed to take advantage of Attributes.



When you open a trip that has one or more Attributes assigned, the Attribute tab in the trip turns yellow(ish).



### Chauffeur Selection with Attributes

Now let's take a look at the Chauffeur Selection screen.

Chauffeur Selection

Primary Chauffeur:  x

Second Chauffeur:  x

Third Chauffeur:  x

Search

Active Attributes

NON Smoker

Taller than 6 feet

Only show Chauffeurs with 100% match

Make all not visible

Client Restricted Chauffeur are  Visible

Occasion Restricted Chauffeur  Visible

Vehicle Type Restricted Chauffeur  Visible

Chauffeur with expired licenses  Visible

Chauffeur not on schedule  Visible

Chauffeur List

Preferred/Restricted	Attributes	Chauffeur Name	Chauffeur ID	Type	Weekly Hours	Pager ID	AltCell
	2/2	Joe Driver	001-JDriver		0.00		
	1/2	Chris Chauffeur	002-CChauffeur		0.00		
	1/2	Jeannis Charley	045-JCharly		0.00		(610) 732-0900
	1/2	Tim Trucker	003-TTrucker		0.00		

As you can see, the Chauffeur Selection screen shows you the list of available chauffeurs, sorted by Attributes. If you select a chauffeur with only one matching Attribute, the “Active Attributes” box shows you which one is a match, by highlighting the matching Attribute in green.

Notice also that there is a filter where you can only show chauffeurs that match 100% of the Attributes, and, for convenience, can also edit the Attributes in the trip here (by clicking on the Add Attribute button).

### Vehicle Selection with Attributes

When we click on the Vehicle Selection screen, we can also see the “Active Attributes” along with a list of vehicles, sorted by how well they meet the Attributes. In the screen shot below, you can see that one vehicle meets both Attributes, and 2 other vehicles only meet one Attribute.

Vehicle Selection

Vehicle Types

[All Vehicle]

Van (14 Pax)

Sedan (3 Pax)

SUV (6 Pax)

Limo 8 pass (8 Pax)

Bus (55 Pax)

Cancelled (55 Pax)

Limo 6 pass (6 Pax)

Active Attributes

Has CarPlay and connector

PPA Permit for PHL

Only show Vehicles with 100% match

Pax Count:

Vehicle	Year	Odometer	Max Pax	Attributes	Preferred
None					
MKT 116	2016	137786	4	2/2	
Chrys 115	2015	228926	3	1/2	
Chrys 215	2015	231100	3	1/2	
Rental Car	2021	0	4	0/2	

When you select a vehicle, the Attribute(s) the vehicle has that were requested by the trip are highlighted in the Active Attributes window.

Vehicle Selection

### Vehicle Types

- [All Vehicle]
- Van (14 Pax)
- Sedan (3 Pax)**
- SUV (6 Pax)
- Limo 8 pass (8 Pax)
- Bus (55 Pax)
- Cancelled (55 Pax)
- Limo 6 pass (6 Pax)

### Active Attributes

- Has CarPlay and connector
- PPA Permit for PHL

Only show Vehicles with 100% match Add Attribute

Pax Count:  Build List

Vehicle	Year	Odometer	Max Pax	Attributes	Preferred
None					
MKT 116	2016	137786	4	2/2	
Chrys 115	2015	228926	3	1/2	
Chrys 215	2015	231100	3	1/2	
Rental Car	2021	0	4	0/2	

Depending on the list in the trip and your list of vehicles, it's possible that you might not have any vehicles that meet all the requested Attributes. This way, you can decide which ones are required and which ones are optional, depending on the circumstances of the trip.

Next week: ways to automate the application of Attributes to trips.