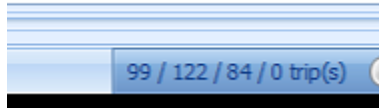


# Tech Tip Tuesday—April 14, 2026

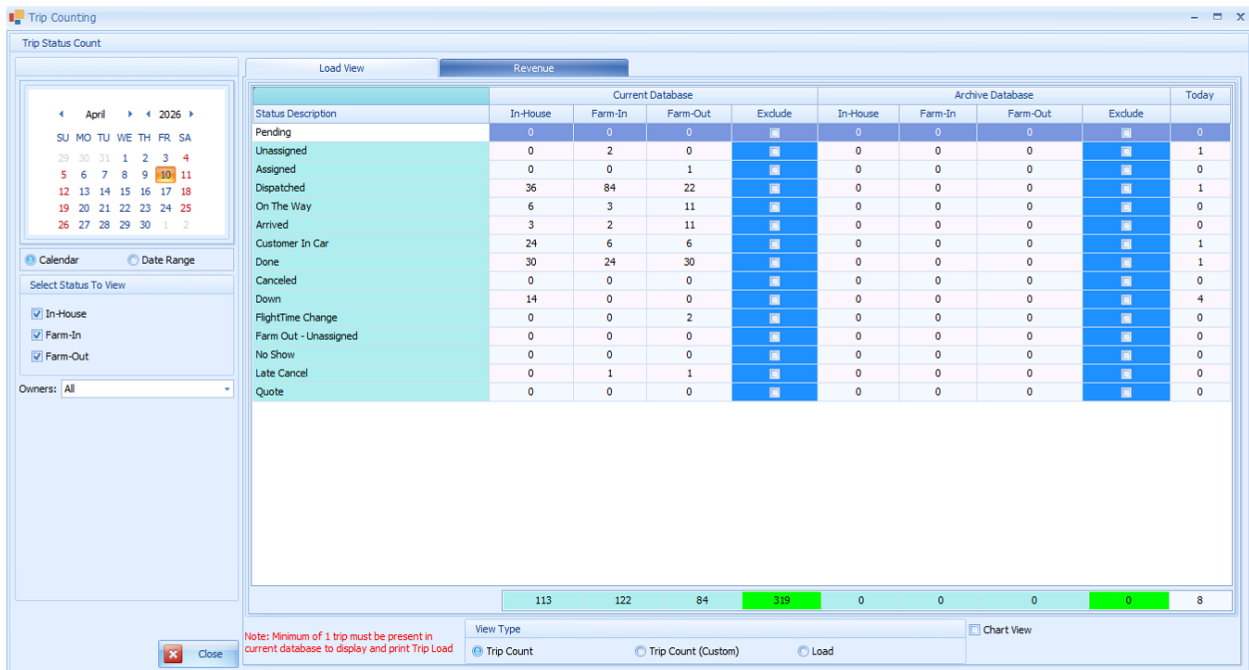
## Trip Count

At the bottom of the dispatch grid or trip schedule, there is a series of 4 numbers.

This is your Trip Count—it shows how many trips you have. The first number is your total In-House jobs; the 2<sup>nd</sup> is your Farm-In jobs. The third is your Farm-Out jobs, and the fourth is how many Quotes you have.



If you double-click on the numbers, it will open up a box that tells you more about your trip count.



The screenshot shows the 'Trip Counting' application window. On the left, there is a calendar for April 2026 with the 10th highlighted. Below the calendar are filters for 'Select Status To View' (In-House, Farm-In, Farm-Out) and 'Owners: All'. The main area is a table with columns for 'Status Description', 'Current Database' (In-House, Farm-In, Farm-Out, Exclude), 'Archive Database' (In-House, Farm-In, Farm-Out, Exclude), and 'Today'. The table lists various trip statuses and their corresponding counts. At the bottom of the table, a summary row shows totals: 113 (In-House), 122 (Farm-In), 84 (Farm-Out), 319 (Exclude), 0 (In-House), 0 (Farm-In), 0 (Farm-Out), 0 (Exclude), and 8 (Today). A note at the bottom left states: 'Note: Minimum of 1 trip must be present in current database to display and print Trip Load'. At the bottom right, there are 'View Type' options: Trip Count (selected), Trip Count (Custom), and Load. A 'Chart View' checkbox is also present.

Status Description	Current Database				Archive Database				Today
	In-House	Farm-In	Farm-Out	Exclude	In-House	Farm-In	Farm-Out	Exclude	
Pending	0	0	0		0	0	0		0
Unassigned	0	2	0		0	0	0		1
Assigned	0	0	1		0	0	0		0
Dispatched	36	84	22		0	0	0		1
On The Way	6	3	11		0	0	0		0
Arrived	3	2	11		0	0	0		0
Customer In Car	24	6	6		0	0	0		1
Done	30	24	30		0	0	0		1
Canceled	0	0	0		0	0	0		0
Down	14	0	0		0	0	0		4
FlightTime Change	0	0	2		0	0	0		0
Farm Out - Unassigned	0	0	0		0	0	0		0
No Show	0	0	0		0	0	0		0
Late Cancel	0	1	1		0	0	0		0
Quote	0	0	0		0	0	0		0
<b>Summary Row:</b>									
	113	122	84	319	0	0	0	0	8

For instance, if you look at the “Today” column on the far right, it shows that 8 trips were entered today for pickups today—which is one indication of how busy your dispatchers might be.

It also shows you current vs archive—so if you pick a date in the past, you should have no current trips, since a current trip hasn’t been costed out in TripBook (and you probably haven’t gotten paid).

If your security permits, you can also click on the Revenue tab and see the revenue by vehicle type (by default, only vehicles with trips for that day are shown). *Note: the sample data in the revenue tab was taken on a different day, so the data below does not match the trip count above.*

Load View      Revenue

Vehicle Type	Current		Archive	
Description	Count	Revenue	Count	Revenue
Luxury Sedan	18	4,431.65	0	0.00
Motor Coach	1	925.00	0	0.00
Sedan	18	1,754.18	0	0.00
SUV	11	2,012.05	0	0.00
=====	=====	=====	=====	=====
Grand Total	48	9,122.88	0	0.00

Show All Vehicle Type Revenue  
 Show Only Trip With Vehicle Revenue  
 Apply Farm-Out Payable  
 Chart View

Report

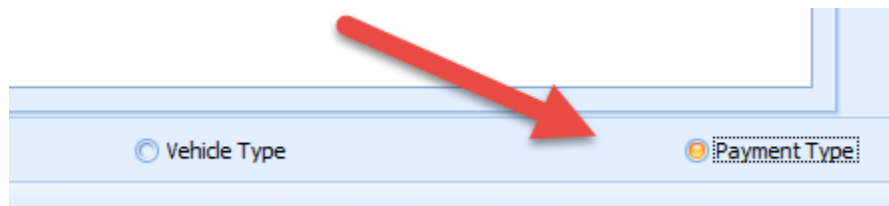
Vehicle Type       Payment Type

Exclude the following

Addl Charges       Special Gratuity       Trip Discount  
 Standard Gratuity       Service Charge (Tax)

Cancel, DownTime, and Waiting are not included.

If you are more concerned about cash-flow, at the bottom you can see revenue by payment type...simply click the radio button.



That switches the view to this:

Load View      Revenue

Payment Type	Current		Archive	
Description	Count	Revenue	Count	Revenue
American Express	22	4,161.81	0	0.00
MasterCard	3	293.54	0	0.00
Visa	10	3,126.85	0	0.00
Account	13	1,540.68	0	0.00
=====	=====	=====	=====	=====
Grand Total	48	9,122.88	0	0.00

Finally, you can do this for any day—or any date range. Simply select the day on the calendar, or click on Date Range, enter your starting and ending date, and click on the Calculate Now button. Note: this is a resource-intensive task, so depending on your selections it might take a little while to run.

Trip Status Count

◀ April ▶ ◀ 2026 ▶

SU	MO	TU	WE	TH	FR	SA
29	30	31	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	1	2

Calendar     Date Range

Trip Status Count

Start Date  
04/01/2026

End Date  
04/15/2026

Calculate Now

Calendar     Date Range

Finally, there are options to select by owner (if you are running a multi-owner system), as well as include/exclude In-House, Farm-In, and Farm-Out trips. All are selected by default.

26 27 28 29 30 1 2

Calendar     Date Range

Select Status To View

In-House

Farm-In

Farm-Out

Owners: All