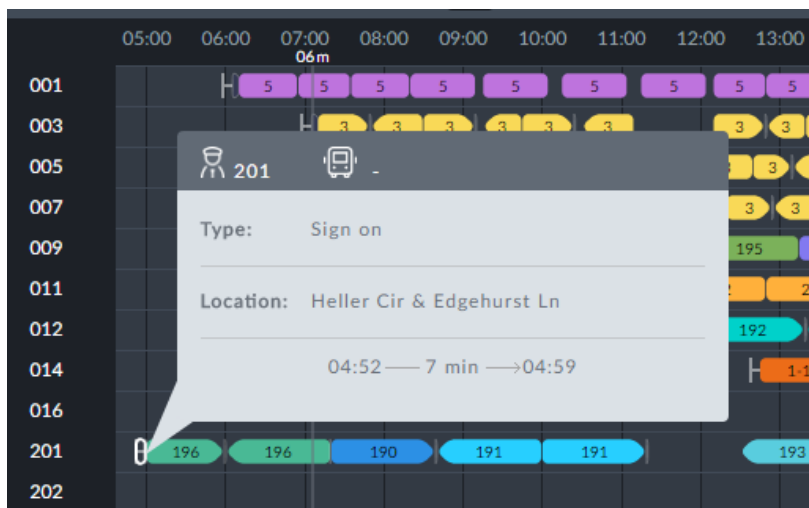# Driver Signing

Work-flow to Use Driver Signing
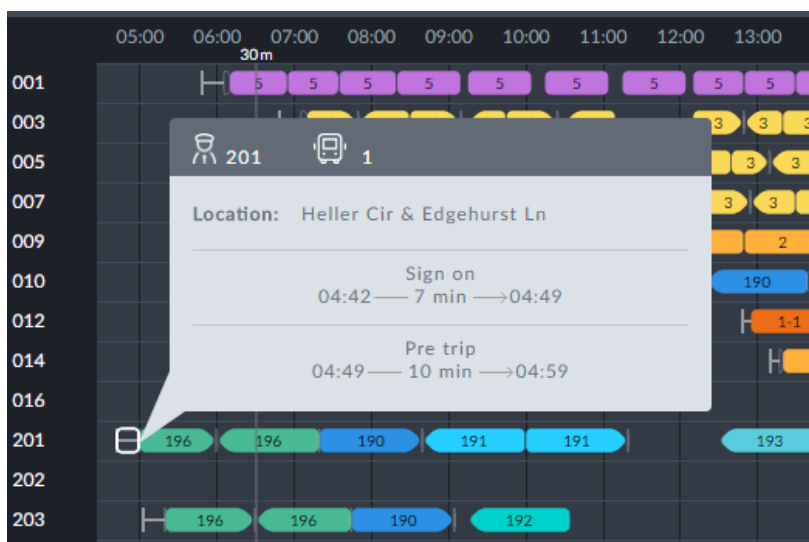
» Use **Load Template** to set up the preference for several conditions

» Repeat **Load Template** for additional instances of any template

Preference Overview

This preference sets driver sign on and sign off times. If for example you set a sign on time of 7 min. then duties in the Driver Gantt will be pre-pended with a ⊢ element. Clicking it, shows the Sign on information box:

If you also have Vehicle Pre Trip set, you will see both of them:

Templates Available from Optibus

Table 1-1: Templates Summary

Template Name	Purpose	Reference
Driver sign off - default	Sets the driver sign off time.	**Driver sign off - default**
Driver sign on - default	Sets the driver sigh on time.	**Driver sign on - default**
Sign on - Only from depot	Sets the driver sign off time where sign on must take place in a depot.	**Sign on - Only from depot**

Driver sign off - default

Purpose:

Sets the driver sign off time.

Prerequisites: None.

Opening Dialog:

Points to note:

» **During Split**: Set this to determine whether sign off time is allowed during a split break or not

» You may create additional instances of this using Load Template

Driver sign on - default

Purpose:

Sets the driver sign on time.

Prerequisites: None.

Opening Dialog:

Points to note:

» **During Split**: Set this to determine whether sign on time is allowed during a split break or not
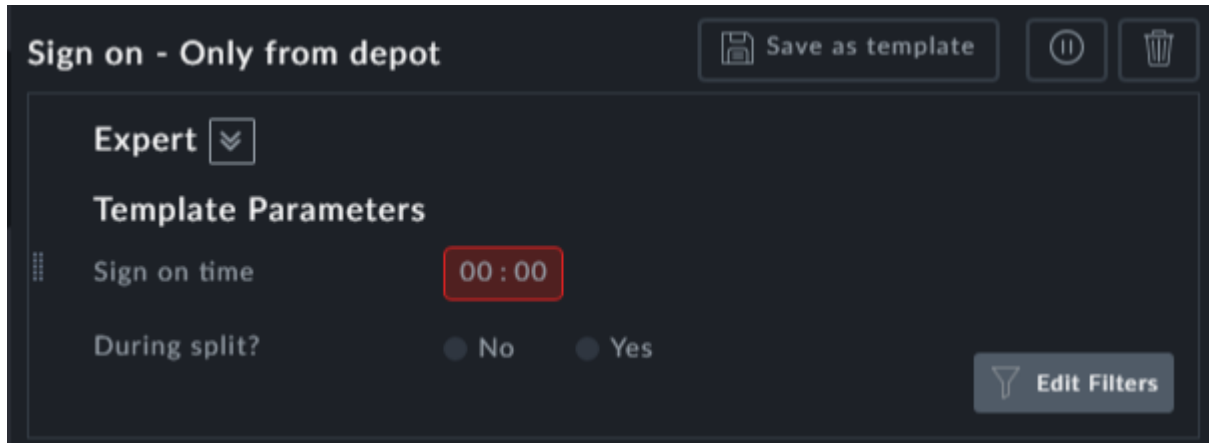» You may create additional instances of this using Load Template

Sign on - Only from depot

Purpose:

Sets the driver sign off time where sign on must take place in a depot.

Prerequisites: Vehicle depot circularity should be enabled in the **Depot Vehicle Allocation** preference.

Opening Dialog:

Points to note:

» **Sign on time** is a mandatory field

» **During Split**: Set this to determine whether sign on time is allowed during a split break or not

» You may create additional instances of this using Load Template