

EKATTOR 8

Transport Addon

Website Customer Usage Guide

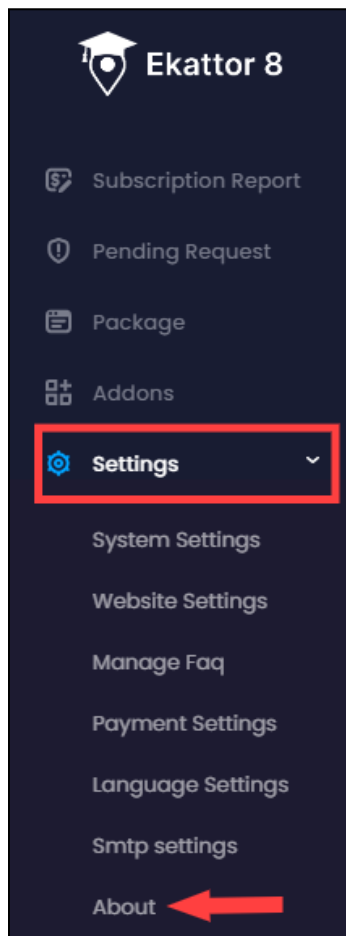
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EKATTOR 8 TRANSPORT ADDON

Unlock the feature of transportation management with Ekattor 8 Transportation Addon. With the help of this transportation addon, you can make your school's transportation system online and manage them easily. The school admin can add drivers and vehicles with detailed information, assign students to the vehicles, and parents can track the location of their student's school transportation at any time.

Checking the latest version

Before Installing this process we would recommend you to check your application version. For this, you have to navigate to the **“About”** section from the **“Settings”** button.

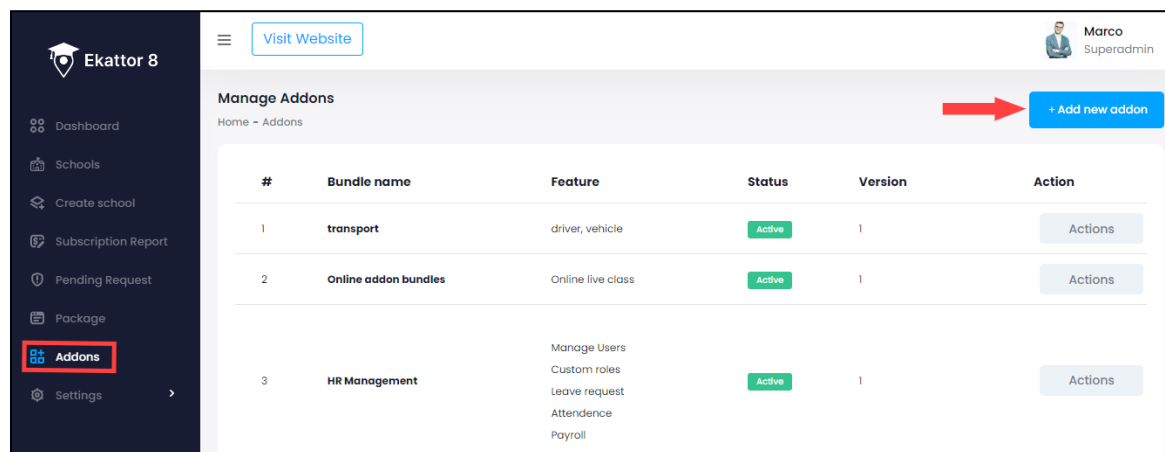


- If you're running the latest version, then you are ready to install this addon.

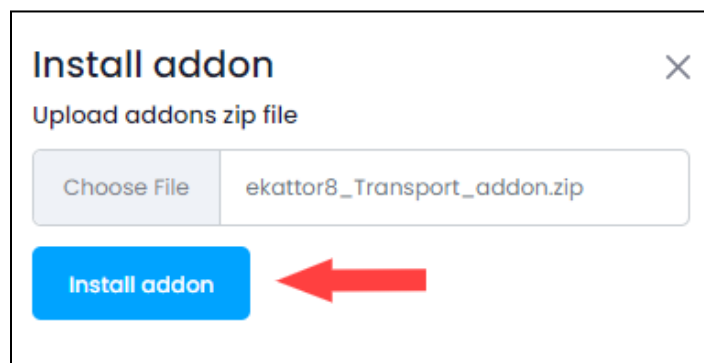
TRANSPORT ADDON INSTALLATION PROCESS

The Steps listed below can be followed for Installing Transport Addon:

- Download the addon you want to install on your application.
- Go back to the application and log in as Superadmin.
- Select the “**Addons**” option from the left menu.
- Click on the “**Add new addon**” button from the right side.



- Choose the addon file & click on the “**Install Addon**” button.



- Your Addon will be installed.

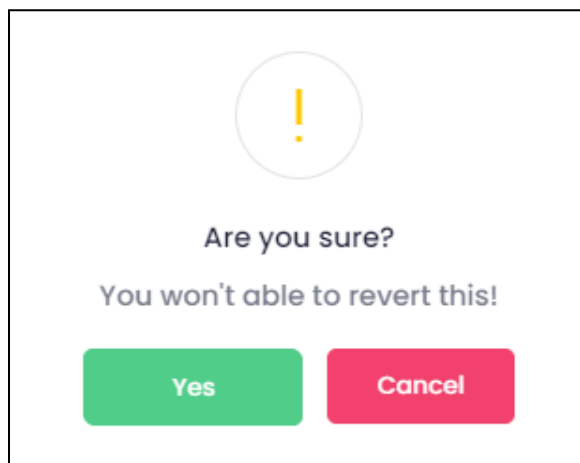
HOW TO DEACTIVATE THE TRANSPORT ADDON

As a Superadmin you can deactivate this addon anytime. For deactivating this addon you can follow the steps:

- Click on the “**Action**” button from the right side.
- Then click on the “**Deactivate**” button.

Manage Addons					
Home - Addons					
+ Add new addon					
#	Bundle name	Feature	Status	Version	Action
1	transport	driver, vehicle	Active	1	<div> <div>Actions</div> <div>Deactive</div> <div>Delete</div> </div>
2	Online addon bundles	Online live class	Active	1	
3	HR Management	Manage Users Custom roles Leave request Attendance Payroll	Active	1	<div>Actions</div>
4	Payment Gateways	paypal stripe razorpay paytm	Active	1	<div>Actions</div>

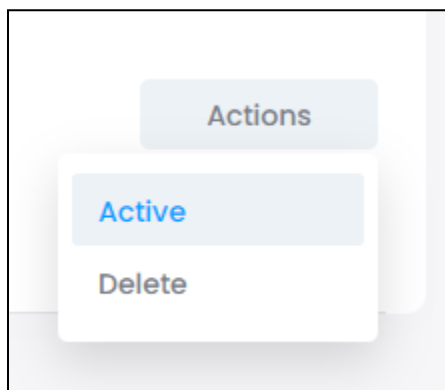
- Click on the “Yes” button for confirmation.



- Your Addon will be Deactivated.

Manage Addons					
Home - Addons					
#	Bundle name	Feature	Status	Version	Action
1	transport	driver, vehicle	Deactive	1	Actions
2	Online addon bundles	Online live class	Active	1	Actions
3	HR Management	Manage Users Custom roles Leave request Attendance Payroll	Active	1	Actions

- You can reactivate Addon by clicking on the “**Active**” button from the action bar.



HOW TO DELETE THE TRANSPORT ADDON

As a Superadmin you can delete this addon if you want to. The steps below could be useful for deleting this Transport addon:

- Click on the “**Delete**” button from the action bar.

Visit Website

Marco Superadmin

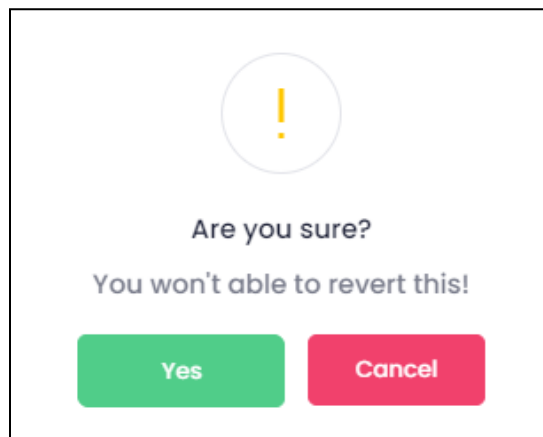
Manage Addons

Home - Addons

+ Add new addon

#	Bundle name	Feature	Status	Version	Action
1	transport	driver, vehicle	Active	1	<div>Actions</div> <div>Deactive</div> <div>Delete</div>
2	Online addon bundles	Online live class	Active	1	
3	HR Management	Manage Users Custom roles Leave request Attendance Payroll	Active	1	<div>Actions</div>
4	Payment Gateways	paypal stripe razorpay paytm	Active	1	<div>Actions</div>

- Tap on the **“Yes”** button for confirmation.

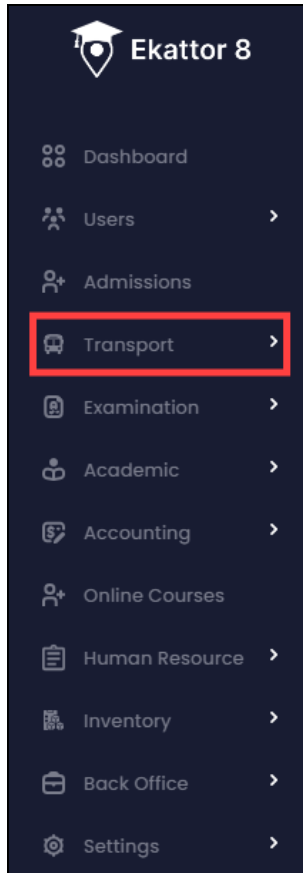


- Your addon will be deleted.

HOW TO SET TRANSPORT ADDON IN ADMIN PANEL

You can use the instruction below to set up the Transport system:

- **“Log in”** as admin.
- Tap the **“Transport”** option from the left menu.



- Here you will find three options (**Driver, Vehicle & Assign student**)

HOW TO ADD A DRIVER

Driver: You need to set this Driver option. For this, you can follow the steps below:

- Click on the “**Driver**” option from the left menu.
- Then click on the “**Create Driver**” button from the top right corner.

Ekattor 8

Paramount Secondary School

John Doe Admin

Driver

Home - Transport - Driver

[Create Driver](#)

Search user

[Export](#)

#	Name	Email	User Info	Options
1	Jhon	driver@example.com	Phone: +41 7836 0344 Address: London	Actions
2	Fredrik	driver2@example.com	Phone: +41 7836 0974 Address: London	Actions
3	Cris Moris	driver1@example.com	Phone: +1 (223) 822-2194 Address: Vitae totam perspici	Actions

Showing 1 - 3 from 3 data

You will get a Driver Creating form. Here you need to provide:

- Name
- Email
- Password
- Birth Date
- Gender
- Phone Number
- Blood Group
- Address &
- Photo of the driver.

Create Driver

Name

Ben Thomas

Email

benthomas0099@gmail.com

Password

Birthday

01/29/1990

Gender

Male

Phone number

+41 783646854

Blood group

A+

- After filling this section tap on the **“Create”** button for confirmation.

HOW TO EDIT DRIVER’S INFORMATION

You can edit this information from the action bar. For this, you can follow the below steps:

- Click on the **“Edit”** button from the action bar.

Driver





Home - Transport - Driver

Create Driver

Q

Search user

Export

#	Name	Email	User Info	Options
1	 Jhon	driver@example.com	Phone: +41 7836 0344 Address: London	<div> <div>Actions</div> <div>Edit</div> <div>Delete</div> <div>Actions</div> </div>
2	 Fredrik	driver2@example.com	Phone: +41 7836 0974 Address: London	
3	 Cris Moris	driver1@example.com	Phone: +1 (223) 822-2194 Address: Vitae totam perspici	<div>Actions</div>
4	 Ben Thomas	benthomas0099@gmail.com	Phone: +41 783646854 Address: London	<div>Actions</div>

- Here you can update all the information you have provided for creating a new driver.

Edit Driver

×

Name

Jhon

Email

driver@example.com

Birthday

05/08/2023

Gender

Male

▼

Phone number

+41 7836 0344

Blood group

A+

▼

Address

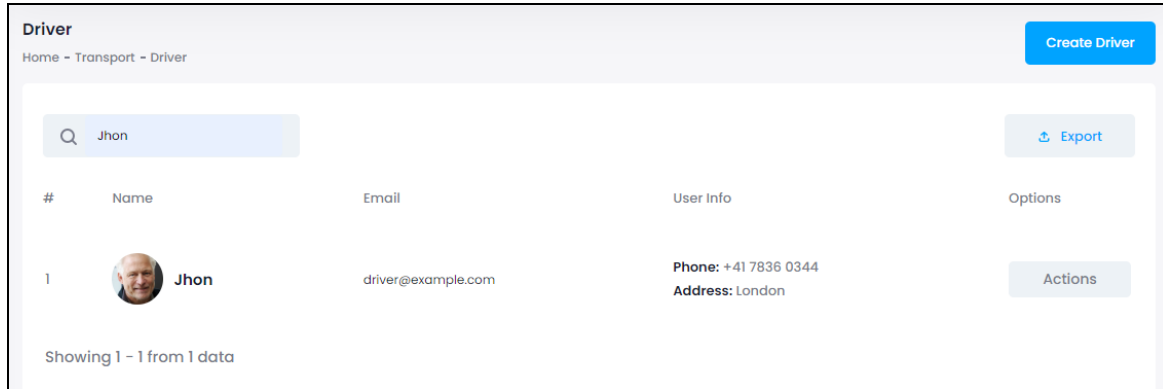
London

- Then click on the “**Update**” button.

HOW TO FILTER & EXPORT THE DRIVER LIST

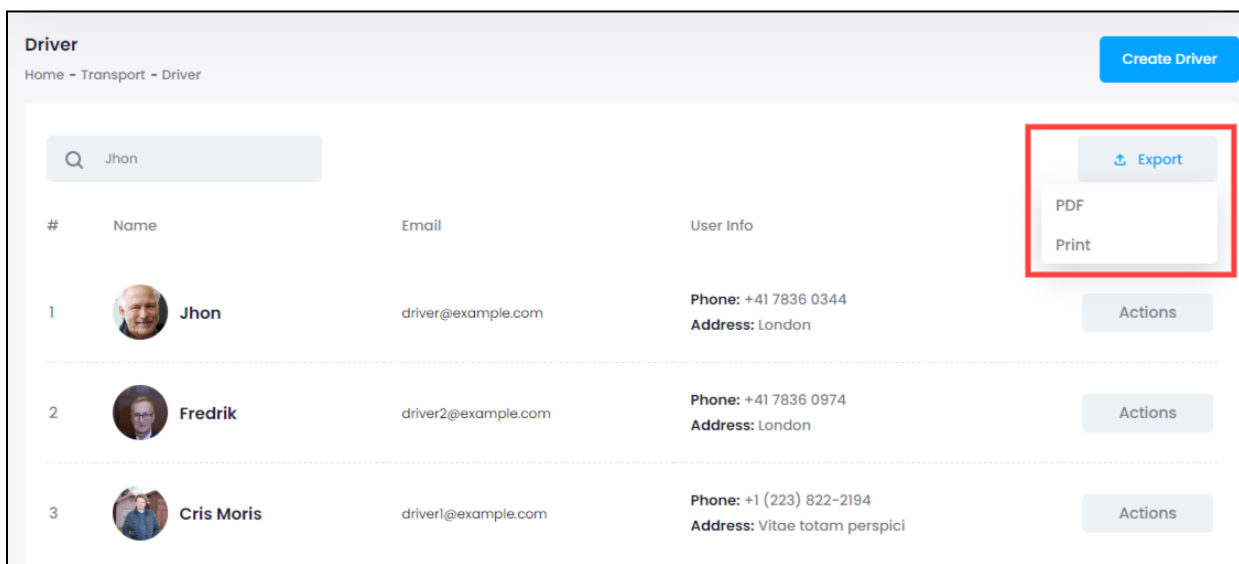
If you want to find a specific driver you can find them by filtering their Name on the search option. For this, you can follow the steps below:

- Write the name of the driver you want to find.
- Click on the search option.



- You will get the information there.





You can make a PDF file or Print the list of the drivers by clicking on the button called **“Export”** from the right side.



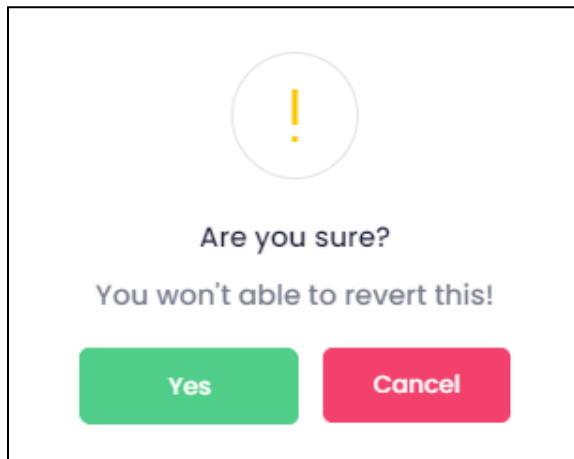
HOW TO DELETE A DRIVER'S INFORMATION

You can delete a driver's info anytime. For deleting a driver's info you can follow the steps:

- Click on the **“Delete”** button from the Action bar.

Search user		Export		
#	Name	Email	User Info	Options
1	 Jhon	driver@example.com	Phone: +41 7836 0344 Address: London	<div> <div>Actions</div> <div>Edit</div> <div>Delete</div> <div>Actions</div> </div>
2	 Fredrik	driver2@example.com	Phone: +41 7836 0974 Address: London	
3	 Cris Moris	driver1@example.com	Phone: +1 (223) 822-2194 Address: Vitae totam perspici	Actions
4	 Ben Thomas	benthomas0099@gmail.com	Phone: +41 783646854 Address: London	Actions

- Then tap on the **“Yes”** option for confirmation.



- The Driver will be deleted.

HOW TO ADD A VEHICLE

Vehicle: After setting the Driver section now you need to set the Vehicle section. For this, you can follow the steps below:

- Click on the **“Vehicle”** button from the left side.
- Then click on the **“Create Vehicle”** from the right side.

Ekattor 8

Dashboard
Users
Admissions
Transport
Driver
Vehicle
Assign student
Examination
Academic
Accounting

Life Power Academy

John Doe Admin

Vehicle

Home - Transport - Vehicle

Create Vehicle

Search vehicle

Export

#	Vehicle Model	Made Year	Vehicle Info	Driver Info	Capacity	Route	Action
1	Volvo Bus	05-08-2023	Vh No: VH0001 Ch No: CH0001	Name: Jhon Phone: +41 7836 0344	10 / 50	23 north street	Actions
2	Volvo Bus	05-08-2023	Vh No: VH0002 Ch No: CH0003	Name: Fredrik Phone: +41 7836 0974	0 / 50	723 South Street	Actions
3	Volvo Bus	05-08-2023	Vh No: VH0003 Ch No: CH0003	Name: Jhon Phone: +41 7836 0344	0 / 45	Street road	Actions

You will get a Vehicle creating form. Here you need to provide:

- Vehicle Number
- Vehicle Model
- Chassis Number
- Seat Capacity
- Assign Driver &
- Route

Create Vehicle

Vehicle Number

VH0004

Vehicle Model

Volvo Bus

Chassis Number

CH0004

Seat Capacity

30

Assign driver

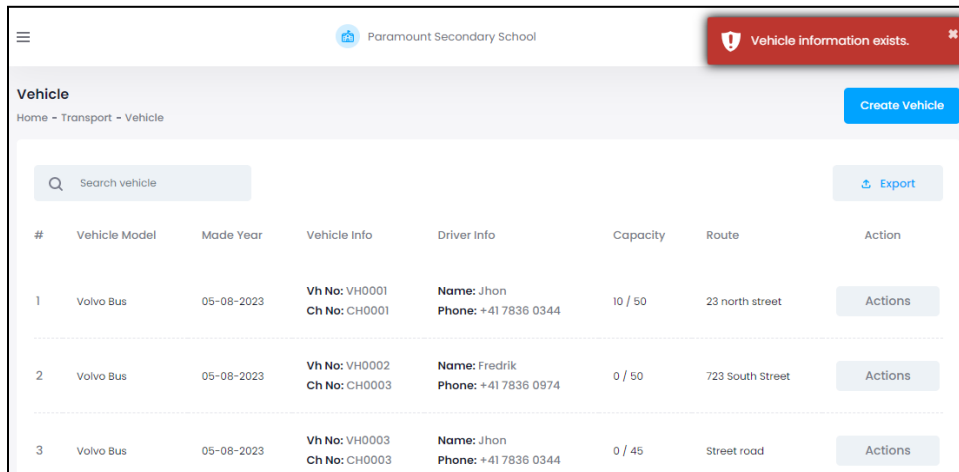
Jhon

Route

East Streets

- After filling in these sections click on the **“Create”** button for creating a vehicle.

NOTE: One driver can be assigned more than one vehicle but one vehicle can not be assigned by two drivers. If you try to add another driver in one vehicle it will show a **“Vehicle information exists”** notification.



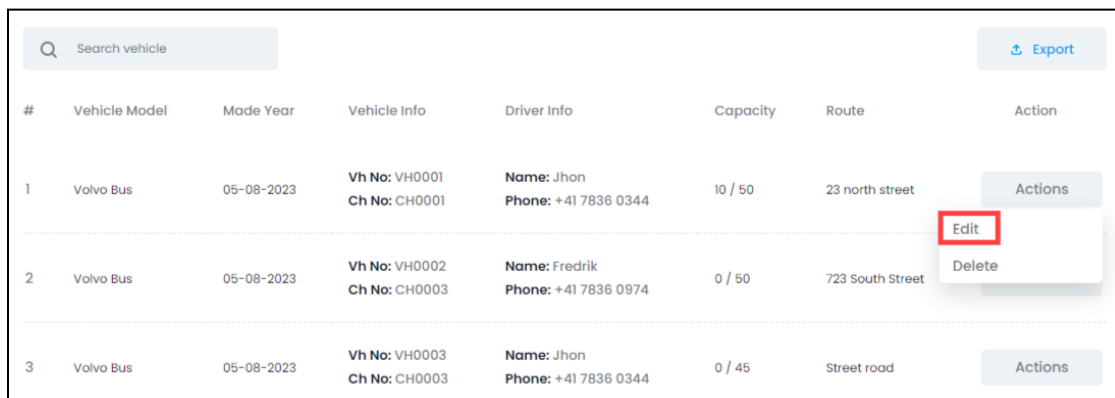
The screenshot shows a web application interface for managing vehicles. At the top, there is a header with a menu icon, the school name 'Paramount Secondary School', and a red error banner that says 'Vehicle information exists.' with a close button. Below the header, the page title is 'Vehicle' and the breadcrumb is 'Home - Transport - Vehicle'. There is a 'Create Vehicle' button in the top right. A search bar labeled 'Search vehicle' and an 'Export' button are also present. The main content is a table with the following columns: #, Vehicle Model, Made Year, Vehicle Info, Driver Info, Capacity, Route, and Action. The table contains three rows of vehicle data.

#	Vehicle Model	Made Year	Vehicle Info	Driver Info	Capacity	Route	Action
1	Volvo Bus	05-08-2023	Vh No: VH0001 Ch No: CH0001	Name: Jhon Phone: +41 7836 0344	10 / 50	23 north street	Actions
2	Volvo Bus	05-08-2023	Vh No: VH0002 Ch No: CH0003	Name: Fredrik Phone: +41 7836 0974	0 / 50	723 South Street	Actions
3	Volvo Bus	05-08-2023	Vh No: VH0003 Ch No: CH0003	Name: Jhon Phone: +41 7836 0344	0 / 45	Street road	Actions

HOW TO UPDATE VEHICLE INFORMATION

For editing and updating this information below steps can be followed:

- Click on the **“Action”** bar
- Then click on the button called **“Edit”**



This screenshot is similar to the previous one but highlights the 'Edit' button in the 'Actions' dropdown menu for the first vehicle. The dropdown menu is open, showing 'Edit' and 'Delete' options. The 'Edit' button is highlighted with a red rectangle.

#	Vehicle Model	Made Year	Vehicle Info	Driver Info	Capacity	Route	Action
1	Volvo Bus	05-08-2023	Vh No: VH0001 Ch No: CH0001	Name: Jhon Phone: +41 7836 0344	10 / 50	23 north street	Actions Edit Delete
2	Volvo Bus	05-08-2023	Vh No: VH0002 Ch No: CH0003	Name: Fredrik Phone: +41 7836 0974	0 / 50	723 South Street	
3	Volvo Bus	05-08-2023	Vh No: VH0003 Ch No: CH0003	Name: Jhon Phone: +41 7836 0344	0 / 45	Street road	Actions

- Here you can update all the information you have provided for creating a new vehicle.

Edit Vehicle

×

Vehicle Number

Vehicle Model

Chassis Number

Seat Capacity

Assign Driver

Route

HOW TO FILTER & EXPORT VEHICLE LIST

If you want to find a specific vehicle you can find it by filtering its number on the search option. For this, you can follow the steps below:

- Write the number of the vehicle you want to find.
- Click on the search option.

<input type="text" value="VH0001"/>							Export
#	Vehicle Model	Made Year	Vehicle Info	Driver Info	Capacity	Route	Action
1	Volvo Bus	05-08-2023	Vh No: VH0001 Ch No: CH0001	Name: Jhon Phone: +41 7836 0344	10 / 50	23 north street	Actions
Showing 1 - 1 from 1 data							

- You will get the information there.

You can make a PDF file or Print the list of the vehicle by clicking on the button called **“Export”** from the right side.

<input type="text" value="Search vehicle"/>							Export
#	Vehicle Model	Made Year	Vehicle Info	Driver Info	Capacity	Route	Action
1	Volvo Bus	05-08-2023	Vh No: VH0001 Ch No: CH0001	Name: Jhon Phone: +41 7836 0344	10 / 50	23 north street	Actions
2	Volvo Bus	05-08-2023	Vh No: VH0002 Ch No: CH0003	Name: Fredrik Phone: +41 7836 0974	0 / 50	723 South Street	Actions
3	Volvo Bus	05-08-2023	Vh No: VH0003 Ch No: CH0003	Name: Jhon Phone: +41 7836 0344	0 / 45	Street road	Actions

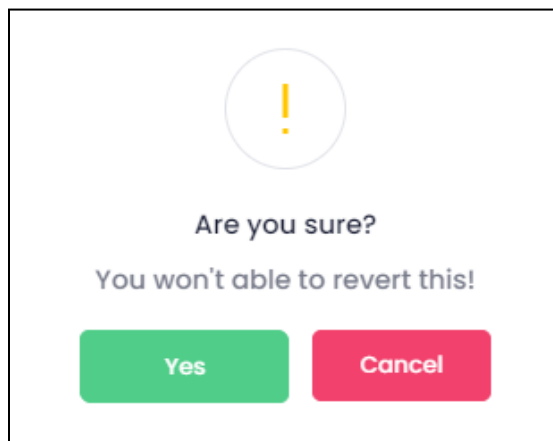
HOW TO DELETE VEHICLES INFORMATION

You can delete a vehicle by simply following some steps:

- Click on the **“Delete”** button from the action bar.

<div> <div>Q Search vehicle</div> <div>Export</div> </div>							
#	Vehicle Model	Made Year	Vehicle Info	Driver Info	Capacity	Route	Action
1	Volvo Bus	05-08-2023	Vh No: VH0001 Ch No: CH0001	Name: Jhon Phone: +41 7836 0344	10 / 50	23 north street	<div>Actions</div> <div> <div>Edit</div> <div>Delete</div> </div>
2	Volvo Bus	05-08-2023	Vh No: VH0002 Ch No: CH0003	Name: Fredrik Phone: +41 7836 0974	0 / 50	723 South Street	
3	Volvo Bus	05-08-2023	Vh No: VH0003 Ch No: CH0003	Name: Jhon Phone: +41 7836 0344	0 / 45	Street road	<div>Actions</div>

- Then tap on the **“Yes”** button for confirmation.



- Your Vehicle will be deleted.

HOW TO ASSIGN STUDENTS IN THE VEHICLES

Assign Student: After configuring the Driver and Vehicle section, now you need to fill this Assign Student Section. You can follow the steps below for setting this section:

- Click on the **“Assign Student”** from the left menu.
- You can add students in two methods (**Individual & By Class**)

Ekattor 8

Life Power Academy

John Doe Admin

Assign Student

Home - Transport - Assign Student

Individual By Class

Category First select category Filter

#	Vehicle info	Driver Name	Student Name	Class	Action
1	VH0001, Volvo Bus	Jhon	Marah Petersen	One	Remove
2	VH0001, Volvo Bus	Jhon	Colby Maxwell	One	Remove
3	VH0001, Volvo Bus	Jhon	Soledad G. Parish	One	Remove
4	VH0001, Volvo Bus	Jhon	Iris McGuire	One	Remove

HOW TO ADD A STUDENT INDIVIDUALLY

For adding students individually you need to provide the information below:

- Select a vehicle (Vehicle Number)
- Select a class
- Select a Student (Name of the Student)

Assign student

Select vehicle

VH0001

Select class

One

Select student

Marah Petersen

Assign

- Then click on the “**Assign**” button.

HOW TO ADD STUDENTS BY CLASS

For adding students by class you need to provide the information below:

- Select Vehicle (Number of the vehicle)
- Select Class

Assign by class

×

Select vehicle

VH0002

Select Class

Two

Assign

- Click on the “**Assign**” button.

HOW TO FILTER ASSIGN STUDENT LIST

You can also filter the list by providing “**Vehicle Number**”, “**Driver Name**” & “**Class Number**”:

- Filtering by Vehicle Number.

		Vehicle	VH0001	Filter	
#	Vehicle info	Driver Name	Student Name	Class	Action
1	VH0001, Volvo Bus	Jhon	Colby Maxwell	One	Remove
2	VH0001, Volvo Bus	Jhon	Soledad G. Parish	One	Remove
3	VH0001, Volvo Bus	Jhon	Iris Mcguire	One	Remove
4	VH0001, Volvo Bus	Jhon	Clayton Fernandez	One	Remove

- Filtering by Driver Name.

<div> <div>Driver</div> <div>Jhon</div> <div>Filter</div> </div>					
#	Vehicle info	Driver Name	Student Name	Class	Action
1	VH0001, Volvo Bus	Jhon	Colby Maxwell	One	Remove
2	VH0001, Volvo Bus	Jhon	Soledad G. Parish	One	Remove
3	VH0001, Volvo Bus	Jhon	Iris Mcguire	One	Remove
4	VH0001, Volvo Bus	Jhon	Clayton Fernandez	One	Remove

- Filtering by Class.

<div> <div>Class</div> <div>One</div> <div>Filter</div> </div>					
#	Vehicle info	Driver Name	Student Name	Class	Action
1	VH0001, Volvo Bus	Jhon	Colby Maxwell	One	Remove
2	VH0001, Volvo Bus	Jhon	Soledad G. Parish	One	Remove
3	VH0001, Volvo Bus	Jhon	Iris Mcguire	One	Remove
4	VH0001, Volvo Bus	Jhon	Clayton Fernandez	One	Remove

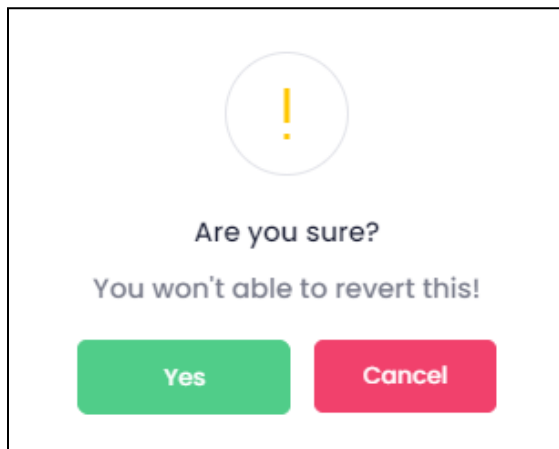
HOW TO REMOVE A STUDENT

You can remove any student by simply following the steps below:

- Click on the **“Remove”** button from the right side.

<div> <div>Category ▾</div> <div>First select category ▾</div> <div>Filter</div> </div>					
#	Vehicle info	Driver Name	Student Name	Class	Action
1	VH0001, Volvo Bus	Jhon	Marah Petersen	One	<div>Remove</div>
2	VH0001, Volvo Bus	Jhon	Colby Maxwell	One	<div>Remove</div>
3	VH0001, Volvo Bus	Jhon	Soledad G. Parish	One	<div>Remove</div>
4	VH0001, Volvo Bus	Jhon	Iris McGuire	One	<div>Remove</div>

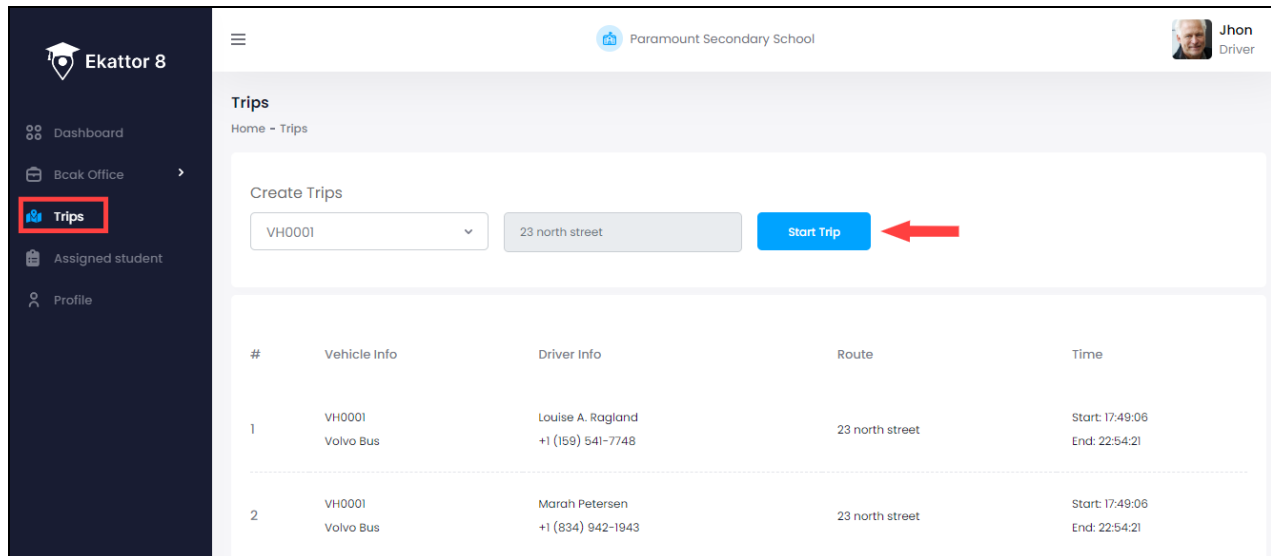
- Then tap on the **“Yes”** button for confirmation.



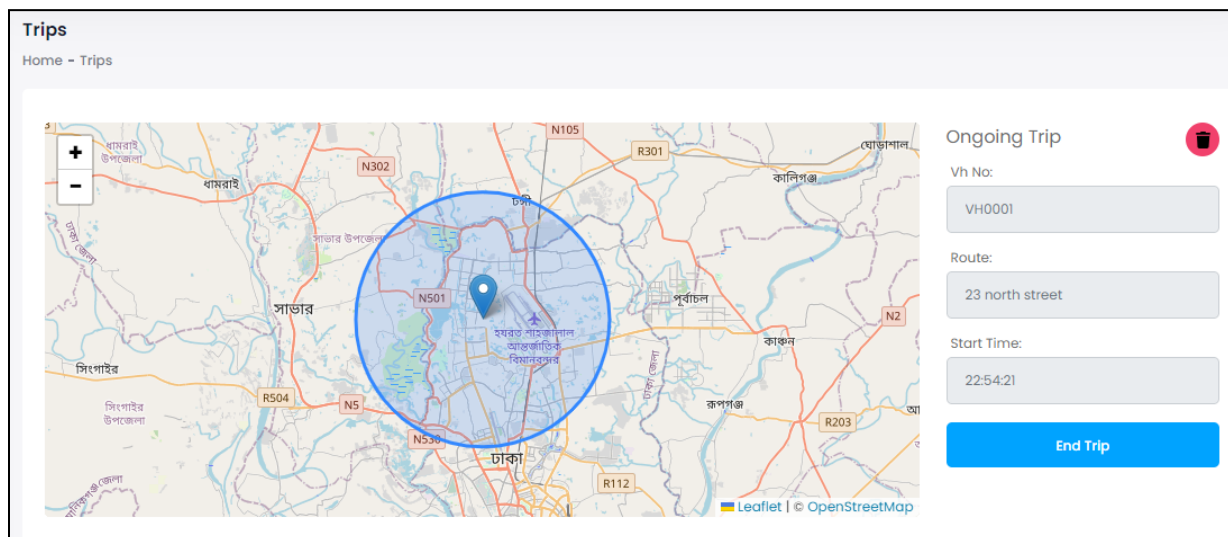
DRIVER PANEL

Drivers need to follow some rules before starting their trip. You can follow the steps below to know what are those:

- First **“login”** to the driver panel.
- Click on the **“Trips”** option from the left side.
- Select a vehicle number.
- Click on the button called **“Start Trip”**.



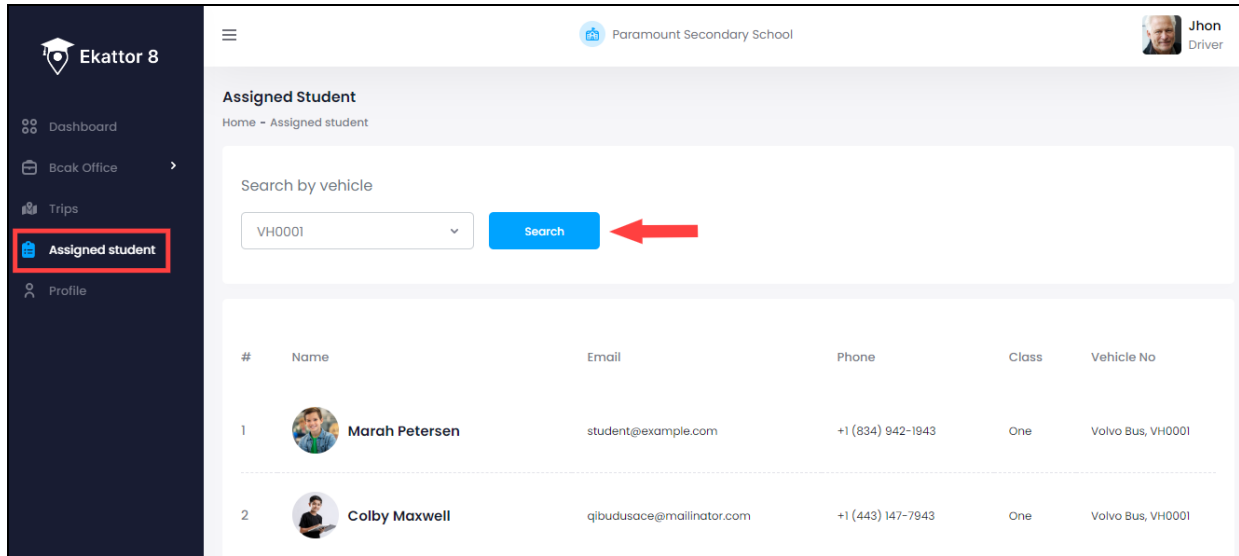
- After clicking on the button you will get a live location of your vehicle.
- Parents and school management can stay updated on the bus location.



- You can end your trip by clicking on the button called “**End Trip**”

Drivers can also see the list of the students they were assigned. For this, the drivers can follow the steps below:

- Click on the “**Assign Student**” option from the left side.
- Select the vehicle number you are assigned & tap on the “**Search**” button.

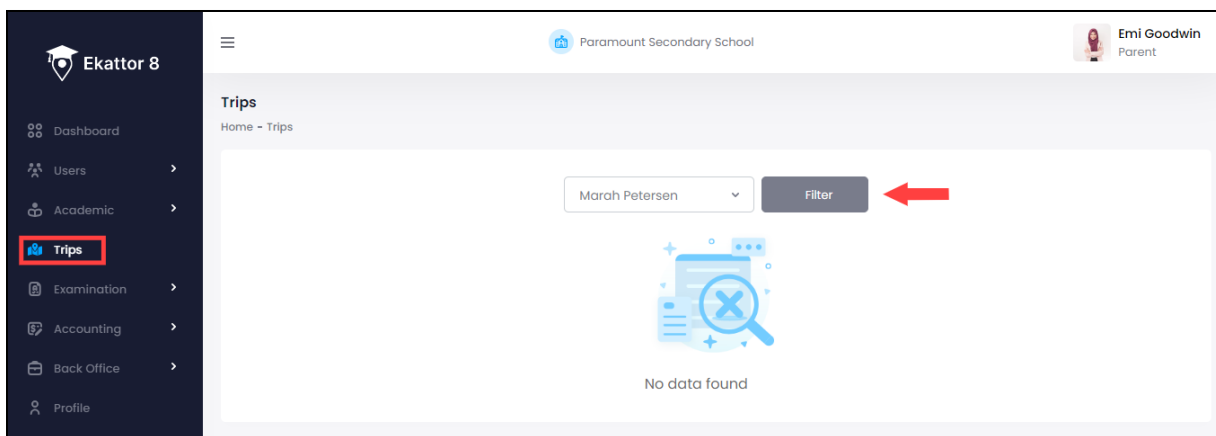


- Drivers can see the assigned students list.

PARENT PANEL

Parents can see their child's live location through this school transportation addon. To see the student's live location in the school transport, the parents can follow the steps below:

- **“Login”** in the parent panel.
- Tap on the **“Trips”** option from the left side.
- Choose a student's name to track that student's location.
- Click on the **“Filter”** button.



- Parents can see the live location of their children.

Marah Petersen

Filter

