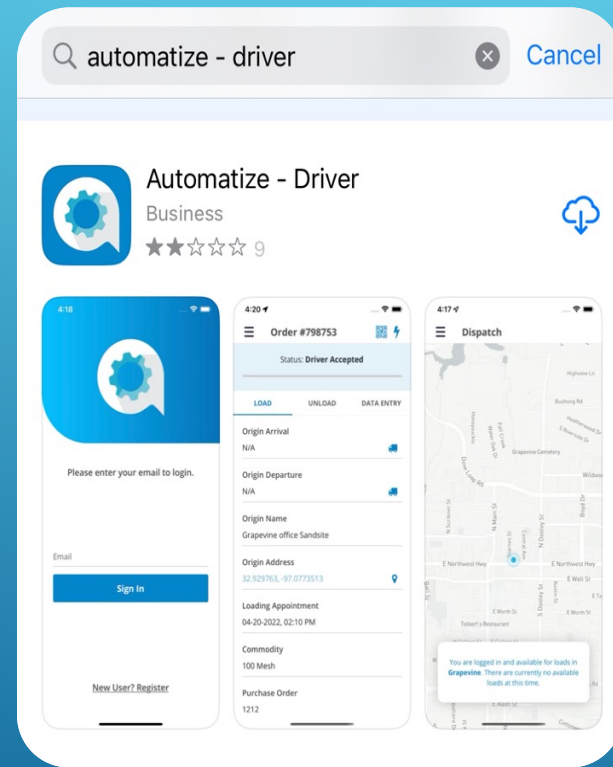# Download the Automatize App

## Step 1

Download Automatize - Driver from the App Store or Play Store on your mobile device.

When prompted, press always and allow on all the permissions.

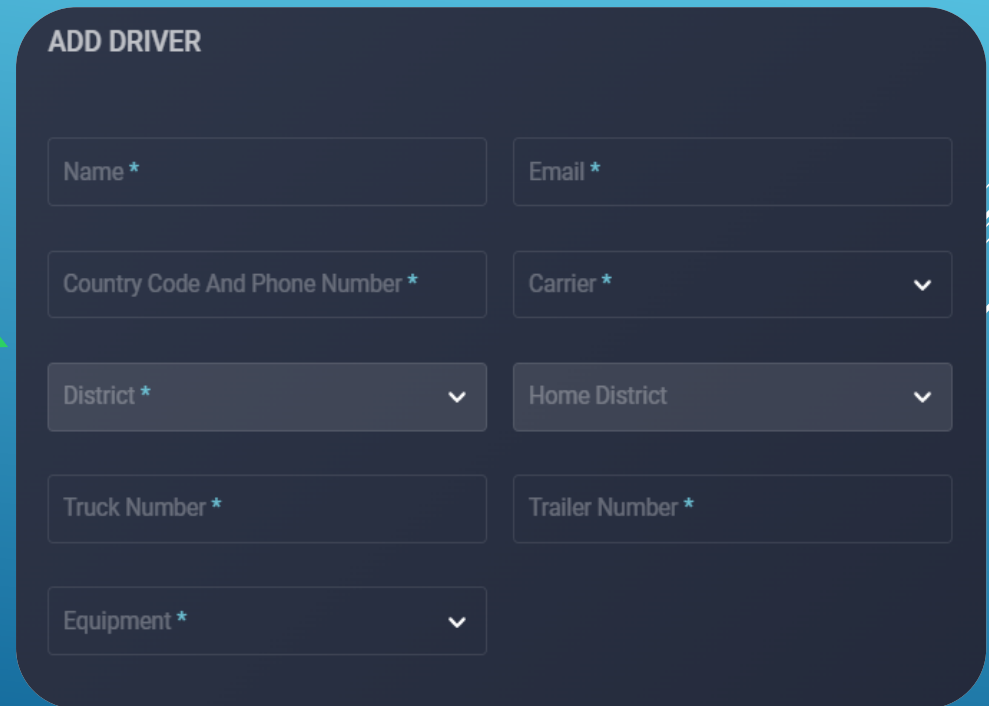You must allow location services to have permission to the app in order for Automatize to work properly.

# Create a Driver Profile

## Step 2

You will need to ask your Admin
(Dispatch,Manager,Owner) to create a driver
profile on the web portal before you are
able to sign in.

Once the Admin has created
a driver profile, you will now be able
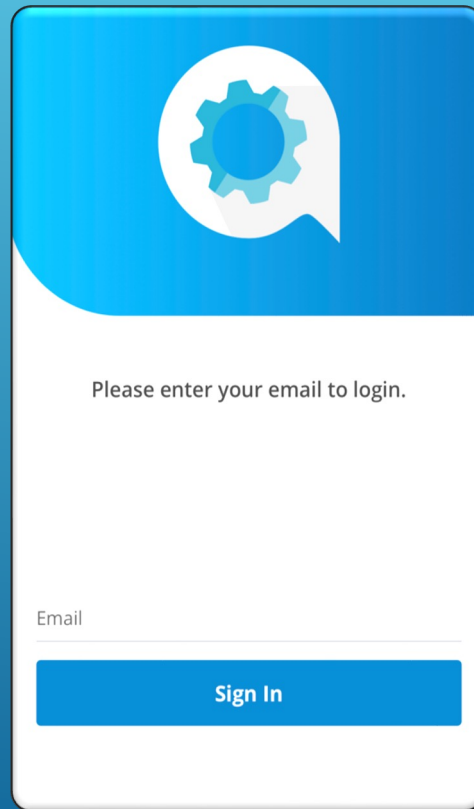to login into the driver app.



**ADD DRIVER**

Name *

Email *

Country Code And Phone Number *

Carrier *

District *

Home District

Truck Number *

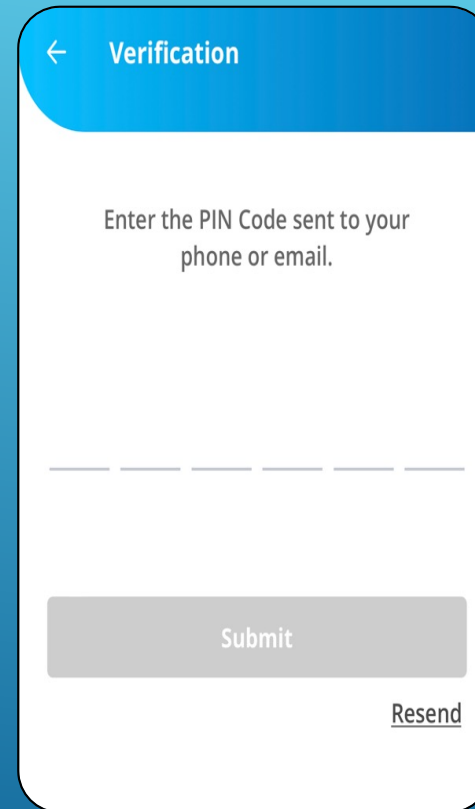Trailer Number *

Equipment *

# Step 3 - Logging in

- Enter Email
- Click "Sign In"

- You will receive a text message with a pin code before you are able to sign in. Once the pin is entered, Click Submit
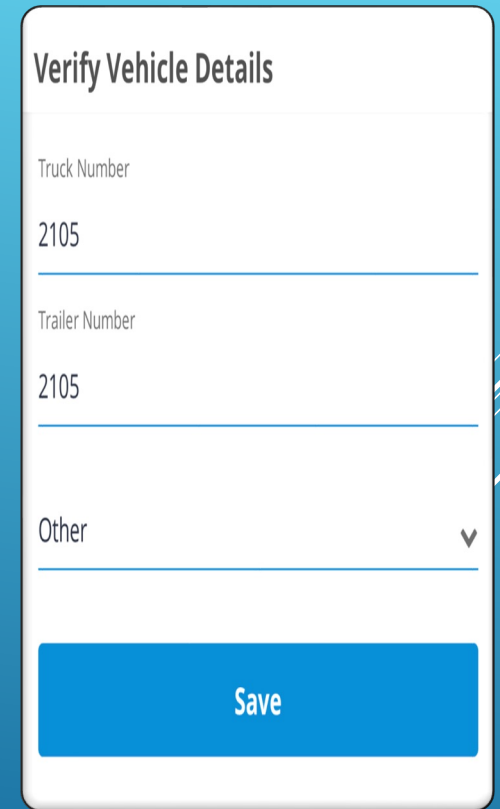
- If the pin is entered correctly, you will be asked to verify your truck and trailer #. If everything is correct, click "Save"

Please enter your email to login.

Email

**Sign In**

← **Verification**

Enter the PIN Code sent to your phone or email.

**Submit**

Resend

**Verify Vehicle Details**

Truck Number

2105

Trailer Number

2105

Other ⌄

**Save**

# Step 4 – Accepting Orders

- When an order is sent you will hear an alert go off.

- You will be given all the required details needed before accepting. Review and confirm you have the hours to deliver.

- Check the certificates required before accepting You will not be able to accept the order until you do.

- Read the order details accept the order.

- At the top left, there is a clock that shows how much time is left before the order expires.
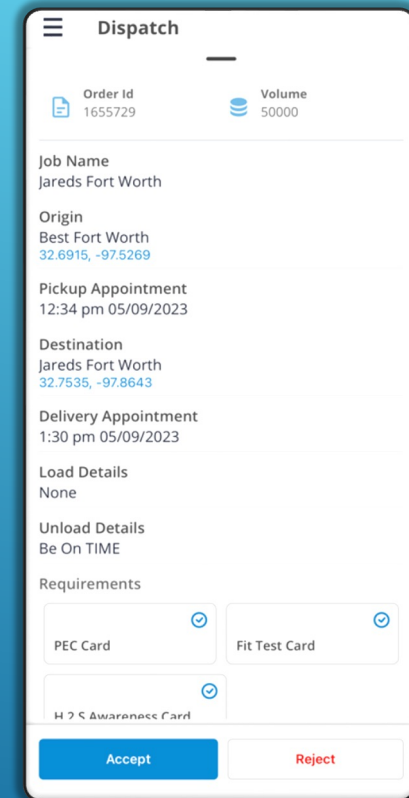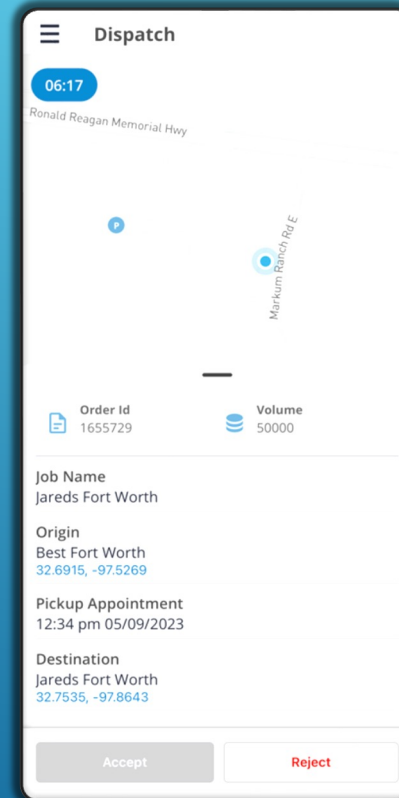
# Step 5 – Load, deliver & uploading pictures

Under the load information you will see details

- Loading facility Name (Origin Name)

- Loading appointment time

- Commodity/Sand type

- Purchase order # (PO #)

- Requested load weight

- Approved mileage for load

- Special loading instructions



Order #1655729

Status: **Driver Accepted**

| LOAD | UNLOAD | DATA ENTRY |

Origin Name
Best Fort Worth

Origin Address
32.6915, -97.5269

Loading Appointment
05-09-2023, 12:34 PM

Commodity
100 Mesh

Purchase Order
Test

Requested Weight
50000

Approved Mileage
223

Special Instructions
None

# Step 5 – Load, deliver & uploading pictures

- Once loaded, before you leave the loading facility, you will need to upload a picture of the BOL (**Origin Ticket**)into Automatize.

- Under the Data Entry Tab, Click the box labeled as Origin Ticket

- New screen will show up. Select Capture or Select Document

- Select Open Camera

# Load, deliver & uploading pictures

- Once you take a picture of the BOL (**origin ticket**) it will ask to enter the Sand Ticket Number (**BOL**) and the weight that was loaded (**net weight**)

- Enter the BOL number and the weight into the specified tabs.

- Once the BOL number and weight have been entered, click  Submit

- Once you have clicked submit and the picture has uploaded, it will show a preview in the Origin Ticket box for preview.

- Once you have reviewed the picture of the BOL click the tab at the top that says Unload

# Load, deliver & uploading pictures

On the Unload tab you will find all the delivery information.

- Job Name (Destination Name), Unload Appointment(delivery time) and turn by turn directions to the wellsite.

- Use turn by turn directions and deliver the load to the advised wellsite.

# Load, deliver & uploading pictures

- Once you have finished unloading, Please ask the Sand Coordinator or on site representative to complete your order.

- If the site you are delivering to doesn't have a Sand Coordinator, contact your dispatch or manager to close out your order.

- If your order is not closed out, you will not be marked available to get a new load.

# Uploading Photo to Completed Orders

If you need to go back and upload a picture once the load has been closed.

- Press the three lines at the top left of screen.
- A side screen will appear. Select Trips

- Locate the specific order you want to upload the photo to. Click the > on right of that order.

- Once the order opens, select Upload Doc

- Click Capture or Select Document and upload picture of specific BOL to match that order number.