

Sending a Trip to the Driver

1. Sending a Trip to the Driver via a Link
2. Displaying a Trip in the "ClouDEX Drive" (Driver) App
3. Creating a "ClouDEX Drive" Password

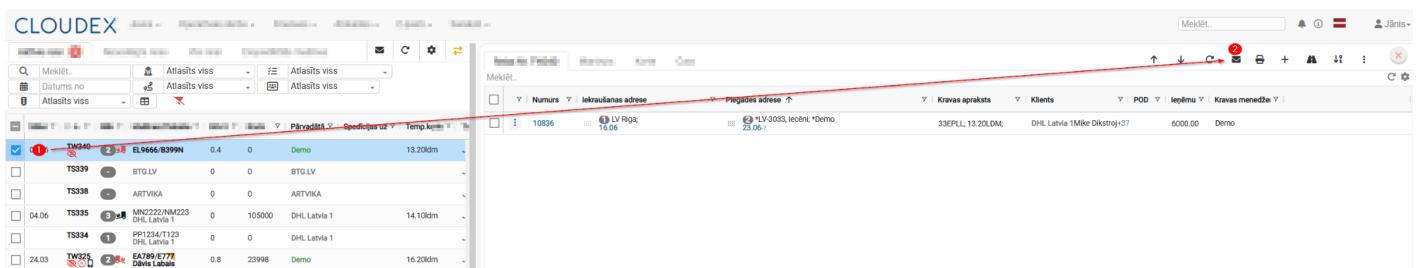
1. Sending a Trip to the Driver via a Link

1) Select the Required Trip

- Open the trip list menu.
- Select the desired trip from the list of available trips.

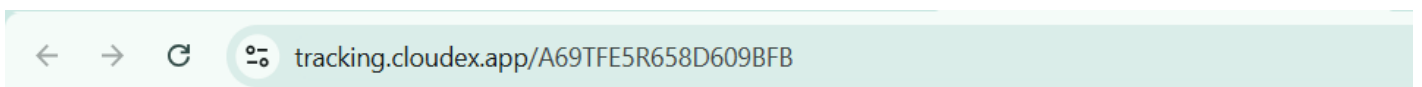
2) Open the Trip Window

- Click the **road icon** located in the toolbar.
- After clicking the road icon, the corresponding trip window will automatically open on a new page.



A window with the driver's web application for the trip will open.

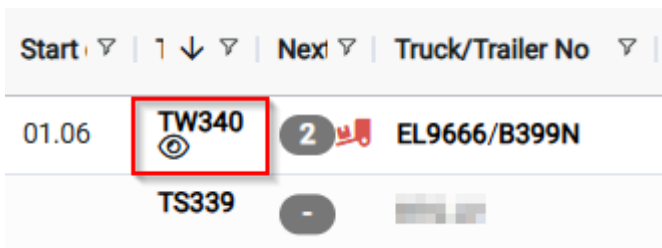
- Copy the link from the browser's address bar and send it to the driver via **WhatsApp** so that the driver can complete the required information.



2. Displaying a Trip in the "ClouDEX Drive" (Driver) App

1) Select the Required Trip

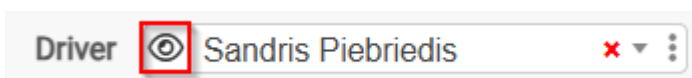
- Click on the trip number to open the trip.



Important:

For the driver to be able to see the trip information:

1. Activate the **eye icon** located next to the driver's name and surname.
 - Once activated, the trip information will be sent to and become available in the **ClouDEX Drive** mobile application.



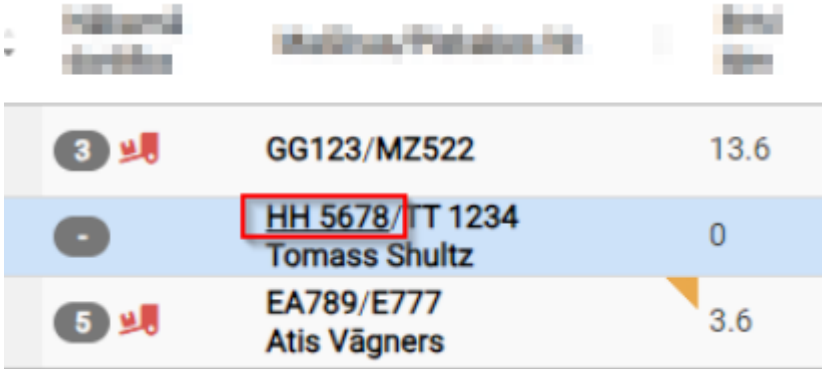
1. The trip will remain visible in the list of active trips until its status is changed to **Delivered**

3. Creating a "ClouDEX Drive"

Password

1) Open the Vehicle Window

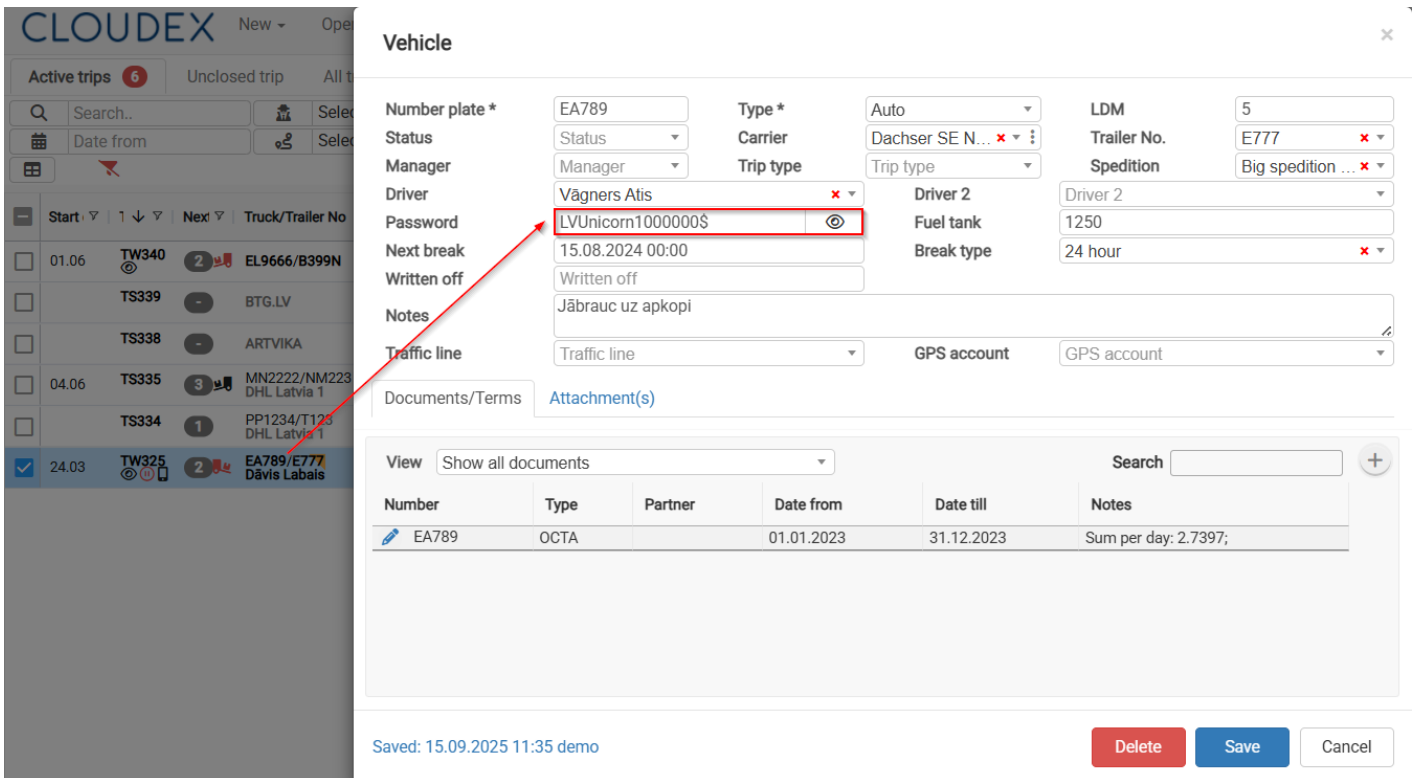
- Click on the vehicle registration number specified in the trip.
- The **Vehicle** window will open.



3	GG123/MZ522	13.6
-	HH 5678/TT 1234 Tomass Shultz	0
5	EA789/E777 Atis Vāgners	3.6

2) Create a Password

- Create a password of your choice.
- The driver will use this password to log in to the **Cloudex Drive** application.



Vehicle

Number plate *	EA789	Type *	Auto	LDM	5
Status	Status	Carrier	Dachser SE N...	Trailer No.	E777
Manager	Manager	Trip type	Trip type	Spedition	Big spedition ...
Driver	Vāgners Atis	Driver 2	Driver 2	Fuel tank	1250
Password	LVUnicorn1000000\$	Break type	24 hour	Notes	Jābrauc uz apkopi
Next break	15.08.2024 00:00	Traffic line	Traffic line	GPS account	GPS account
Written off	Written off	Documents/Terms	Attachment(s)		

View: Show all documents

Number	Type	Partner	Date from	Date till	Notes
EA789	OCTA		01.01.2023	31.12.2023	Sum per day: 2.7397;

Saved: 15.09.2025 11:35 demo

Buttons: Delete, Save, Cancel

Revision #3

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