

# WellRyde Dispatch Portal

## Planning and Comparing Routes

### Introduction

This job aid explains how to plan and compare routes in the WellRyde Dispatch portal. Click on the link below to go directly to that section of the job aid:

- [Planning and Comparing Routes](#)

The instructions below explain how to view and compare routes side by side, see how the routes are laid out, view open availability of drivers, and determine whether the driver will be on time or late.

# WellRyde Dispatch Portal

## Planning and Comparing Routes

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- a. Click on the **Routes** tab.
- b. **Click on the route name** on the right side of the screen.

A Route Workbench screen displays on the left side of the screen. You may compare up to 4 routes side by side. You may minimize some columns if more space is needed to view side-by-side comparisons.

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Each route is laid out exactly as the driver sees the job on their mobile app.

- a. **Purple P is Pick – up**
  - b. **White D is Drop - off**
- The Routes Screen displays as cards in time stamp sequence according to the scheduled pick up time
- c. **Red or Green Time Clock** on the left - is the estimated time of arrival (ETA)
- L
  - L

  - **Green- On time**
  - **Red- Running Late**
- d. **Gray Time** on the right – is the scheduled trip pick up time

Route Workbench
Save Reset
↗ ✕

05012022\_01 ⓘ

DRIVER : JILL KUSA

ROUTE : 00:00 AM to 11:59 PM

Rev: \$0.00 Cost: \$0.00 ⓘ  By Mile

CONFIRMED ▾

0 Stops completed

**▲2.67 mi** ⌚ 21 mins

Idle : 7 h 54 mins

🕒 08:00 AM 📅 08:00 AM 💰 \$ 0.00

🅑 CIRC0000000... 🏠 SPEARS, BRITT...AMB...  
1505 RIVER GREEN DR NW, ATLANTA, ...

🕒 08:21 AM 📅 08:15 AM

🅓 CIRC0000000... 🏠 SPEARS, BRITT...AMB...  
CLIFTON RD NE, ATLANTA, GA 30307

🕒 00:00 AM 📅 00:00 AM 💰 \$ 0.00

PHYSICAL THERA ⓘ

DRIVER : JILL KUSA

ROUTE : 01:00 AM to 01:00 PM

Rev: \$0.00 Cost: \$0.00 ⓘ  By Mile

DRAFT ▾

0 Stops completed

**▲35.76 mi** ⌚ 1h 4mins

Idle : 7 h 27 mins

🕒 09:16 AM 📅 09:16 AM 💰 \$ 0.00

🅑 CIRC0000000... 🏠 DOE, MONICA AMB...  
1502 OAK IVY LN, LAWRENCEVILLE, G...

🕒 10:09 AM 📅 10:00 AM

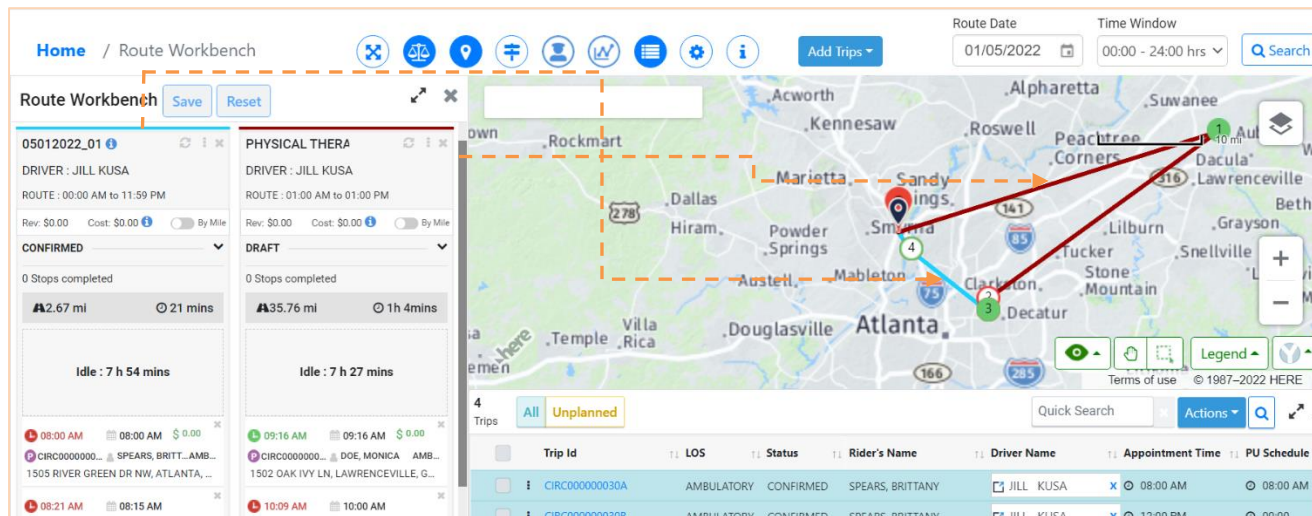
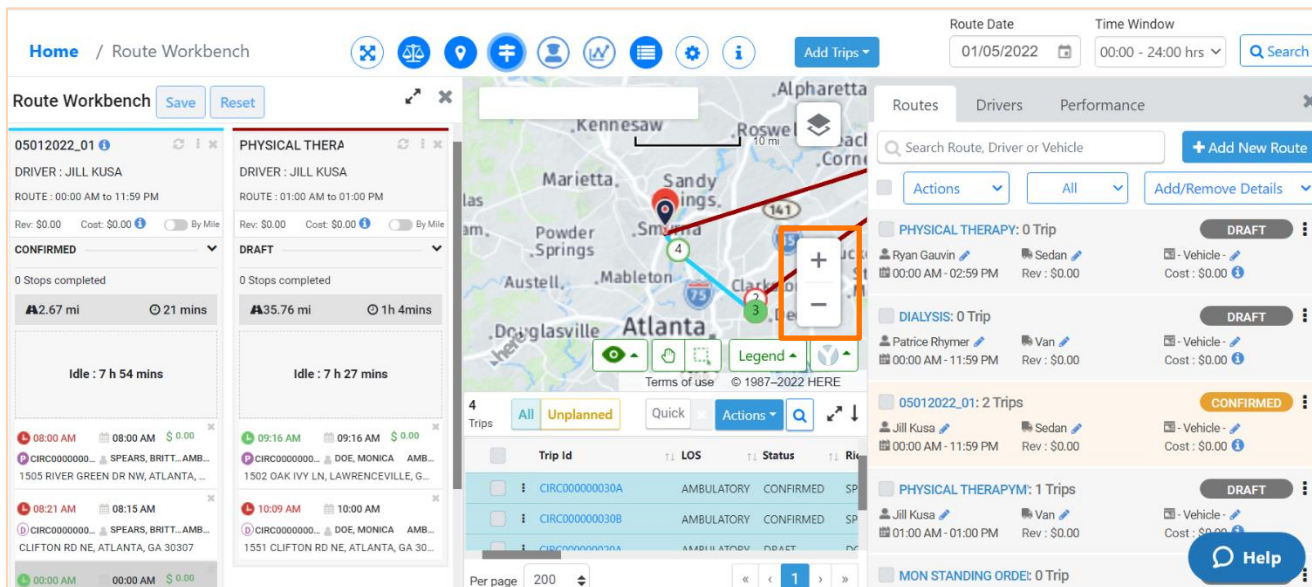
🅓 CIRC0000000... 🏠 DOE, MONICA AMB...  
1551 CLIFTON RD NE, ATLANTA, GA 30...

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Click on the Map Icon while this screen is displayed. Now, zoom in or zoom out on the map as needed to analyze the routes.



- Colored lines correspond to the colored line at the top of each route displayed on the left. Here you can view and compare the efficiency of each displayed route.
- Trips may be pulled from drivers who are running behind, and reassigned to drivers who show available open time, by dragging trip cards from one route to another. This type of edit is only temporary. Trips are not permanently added to the route using this drag and drop method.

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- a. **Click the small x** in the right hand corner of the route card. This action will remove that particular trip from a route and re-classify that trip as unplanned to be re-assigned later to someone else.
- b. When done comparing routes, **click the small x** in the right hand corner at the top of the route list card next to the route name. The empty route planning screen displays on the left.
  - This action will remove the lists of routes you were comparing side by side.
  - This action also closes out/clears the engine so that new routes can be confirmed or modified.

**Important Note:** The route planning/comparison screen needs to be empty before other functions can be performed.

