

Yojee Dispatcher User Guide

June 2020



Table of Contents

Table of Contents	1
Introduction to Yojee Software	5
Terminology We Use	5
Figure 1. Dispatcher Interface Login Page.	6
What Cool Things Can You Do?	6
Dashboard	7
Overview	7
Figure 2. Dispatcher Interface Dashboard	7
Items	8
Overview	8
Items - Explore View	8
Figure 3. Explore View, Default	8
Figure 4. Explore View, Default (explained)	9
Item(s) Assignment - Explore View	10
Figure 5. Items - Explore View, Unassigned Tab	10
Figure 6. Items - Explore View, Unassigned Tab, Selecting Item(s) on the left & Driver(s) on the right for Assignment	10
Assign Item(s) - Explore View - Quick Assign	11
Assign Item(s) - Explore View - Optimise	11
Figure 5. Items - Explore View, Configuring Plan settings For Optimisation	12
Figure 6. Items - Explore View, Optimisation Successful	13
Figure 7. Items - Explore View, Optimisation Successful With Dropped Tasks	13
Track Driver(s)	13
Figure 8. Items - Explore View, Track Drivers and Tasks	14
Item Filters - Explore View	14
Item Filters - View Tasks	14
Item Filters - View Location	16
Item Filters - Search	16
Item Filters Widget	18
Basic Tab	18
Items - List View	19
Figure 9. Items List Page, Default View	20
Assign Item(s)	20
Figure 10. Items Page, Unassigned Tab, Selecting Item for Assignment	21

Assign Item(s) – Auto Plan	21
Figure 11. Assign Overlay, Select Driver for Assignment	22
Figure 12. Assign Overlay, Trigger Auto-Plan After Driver Selection	22
Figure 13. Assign Overlay, Dropped Tasks in Auto-Plan Mode.	23
Assign Item(s) – Manual	24
Figure 14. Assign Overlay, Manual Mode	24
Figure 15. Assign Overlay, Enter Driver Commission	25
Broadcast Item(s)	26
Figure 16. Items Page, Unassigned Tab, Item Broadcast	26
View and Edit Item Details	27
Figure 18. Items Page, View/Edit Details.	27
Figure 19. Items Page, View/Edit Details Form	27
Item Audit Log	27
Figure 20. Items Page, View Item Audit Log	28
Electronic Proof	28
Figure 21. Items Page, Completed Items Tab.	29
Figure 22. Items Page, POD Document in PDF Format.	30
Orders	31
Overview	31
Figure 23. Orders Page, Default View	31
Figure 24. Orders Page, View Details	32
Figure 25. Orders Page, Cancel Order	32
Figure 26. Orders Page, Transfer Order	33
Create an Order	33
Create an Order – Single Item	34
Figure 27. Orders Page, Create an Order	34
Batch Upload – Multiple Items	34
Figure 28. Orders Page, Batch Upload Instructions	35
Order Tracking	35
Waybill and Invoice Generation	36
Figure 29. Orders Page, System Generated Waybill	36
Figure 30. Orders Page, System Generated Invoice	37
Reports Generation	38
Overview	38
Figure 38. Reports, Orders, Orders Items, Drivers, Transfers Received, Transfers Sent- Centric Reports	38
Figure 39. Reports, Download - Centric Reports	39
Network	40

Figure 47. Network Page, View Zones	40
Figure . Network Page, Create Zone	41
Figure 49. Network Page, Create Hub	42
Manage	43
Overview	43
Figure 40. Manage Page, Default View	43
Figure 41. Settings Page	44
User Management	44
Figure 42. Manage age, User Management	44
Drivers	44
Figure 43. Drivers Page, All Drivers and Create Team	45
Add Driver	45
Batch Upload or Driver Details	46
Create Driver Teams	46
Fleet Management	49
Senders	50
Content Management	51
Notifications	52
Branding	54
Proof Of Delivery	55
Templates	55
You can find the 'Save button' at the bottom of the list as you scroll through to the bottom of the screen.	58
A	58
Figure 33. Drive Yojee V2., Login	59
Figure 34. Drive Yojee V2., Enter OTP	59
Figure 35. Drive Yojee V2, Term and Condition page	60
Task Execution	61
Figure 36. Drive Yojee V2., Incoming Task Group Notifications	62
Figure 37. Drive Yojee V2. Open task from notification	62
Figure 38. Drive Yojee V2., Task Details Expanded	63
Reporting Failed Tasks	64
Figure 39. Drive Yojee V2., Reporting Failed Pick Up	64
Task Completion with Electronic Proof	65
Chats	65
Figure 40. Drive Yojee V2., Chat with Dispatcher	66
Scanning	66
Figure 41. Drive Yojee V2., Scanning QR Code on Waybill	68

View Task History and Status	68
Figure 42. Drive Yojee V2., History of Tasks	69
Driver Profile	69
Figure 43. Drive Yojee V2., Driver Profile	70
Figure 44. Drive Yojee V2., Driver Profile Update	70

Introduction to Yojee Software

Yojee software provides you a one-stop platform to manage and optimise your daily operations as never before. Before you get started, make yourself familiar with our terminology to help you get the best out of our software!

Terminology We Use

Sender:

A Sender is a person or an entity that places Orders for delivery. Senders can be categorised as an “Individual” sender or a “Corporate” sender.



Order:

An Order can contain one or many Items for delivery. An Order can be placed via a Yojee Booking Page or API integration with a Senders Booking Page, or the Yojee Dispatch Interface.



Item:

An Item is the physical unit requiring delivery e.g. package, pallet, container etc. Yojee software allows dispatchers to view, manage and dispatch items on an individual basis or in bulk. Each item will have a pick up task and a drop off task.

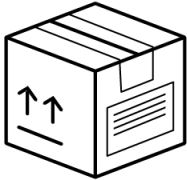
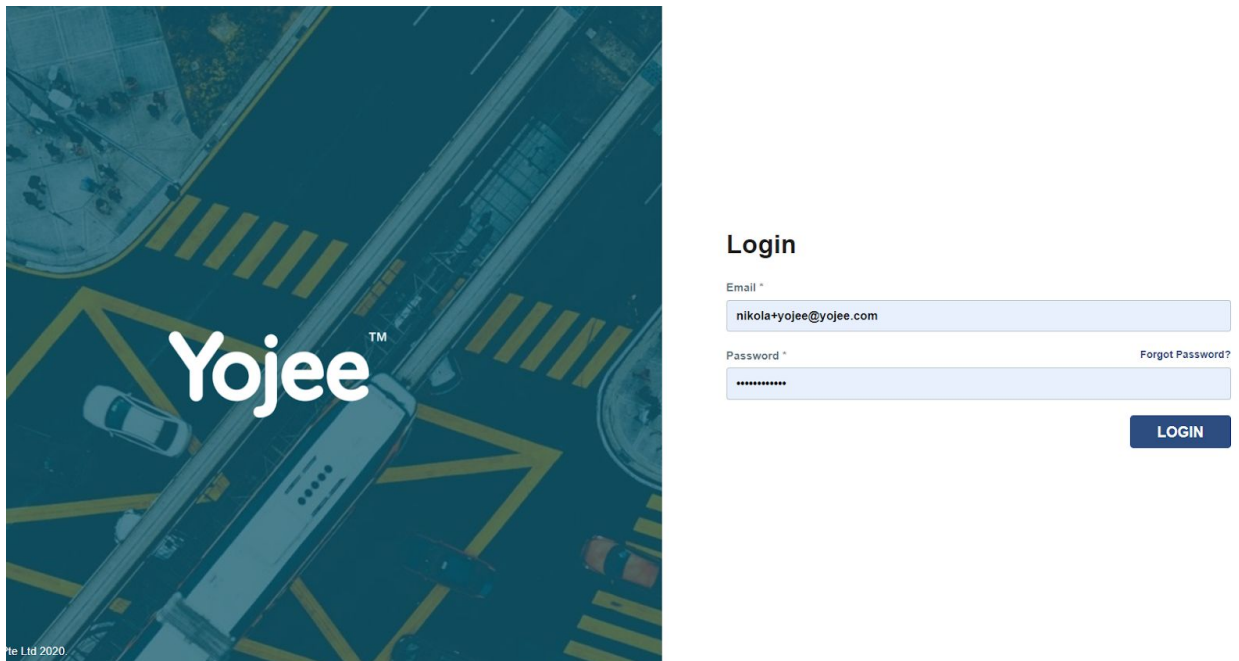


Figure 1. Dispatcher Interface Login Page.



What Cool Things Can You Do?

When successfully logged in to the Dispatcher Interface, the following menu items will be available:

- [Dashboard](#)
- [Items](#)
- [Orders](#)
- [Drivers](#)
- [Senders](#)
- [Reports](#)
- [Manage](#)

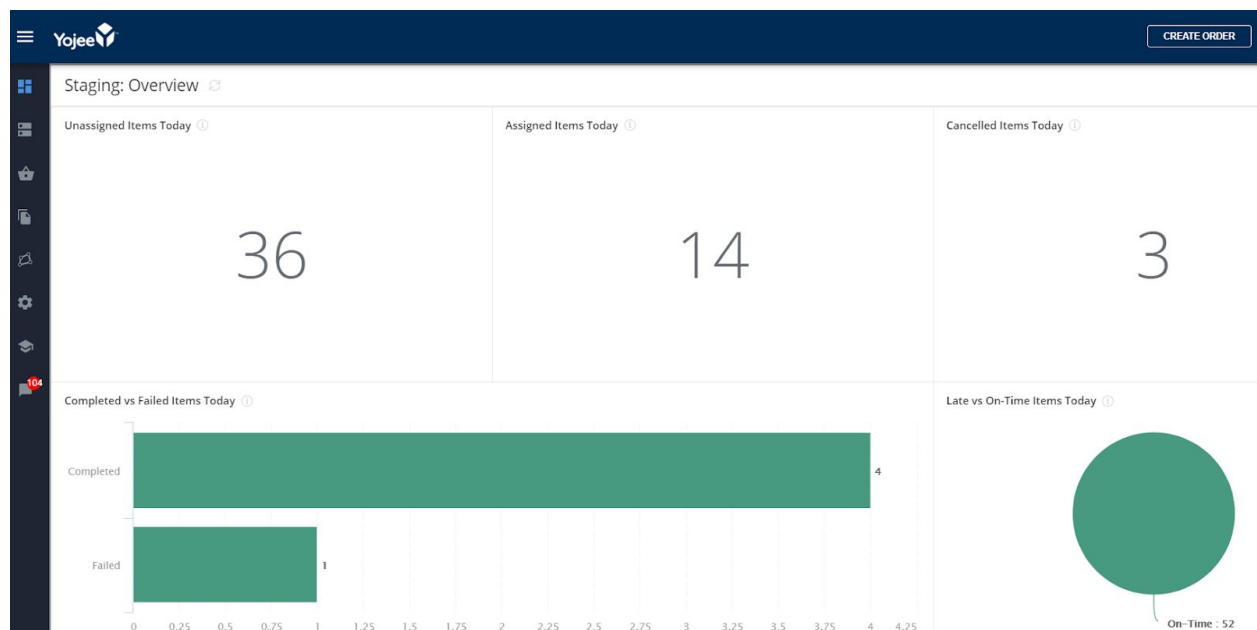
- [Network](#)

Dashboard

Overview

The dashboard is a visual tool that tracks, analyses and displays key performance indicators (KPI), metrics and key data points to monitor the progress of today's deliveries.

Figure 2. Dispatcher Interface Dashboard



Items

Overview

The Items page provides an overview of all items (tasks) that have been entered into the system.

This section is comprised of 2 different views for the dispatcher to work with:

- ❑ Explore View
- ❑ List View

Important Note: Explore View is the first screen a user sees after he logs in to the interface.

Items (Tasks) - Explore View

Take a brief moment to familiarize yourself with the main elements of the “Explore View” page.

It's a map based view for all the tasks associated with the items of a single order or a group.

It assists the dispatchers in locating their drivers and checking the performance. Using many filters available at hand, users can easily find the needed information.

Figure 3. Explore View, Default

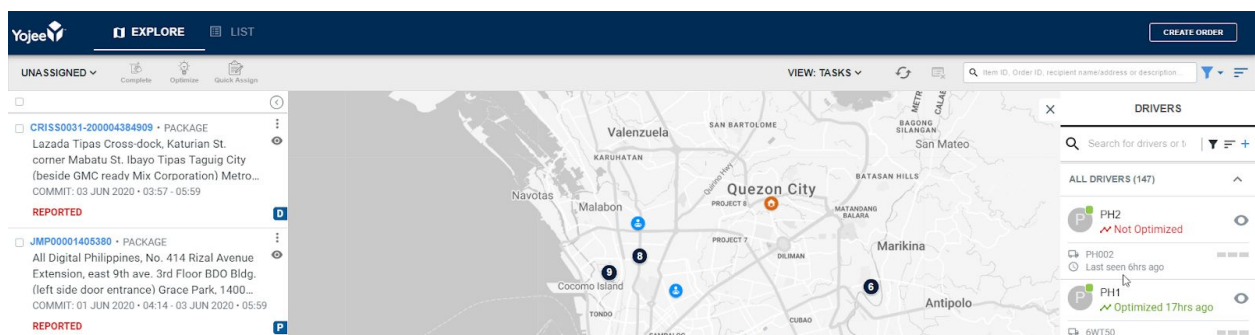
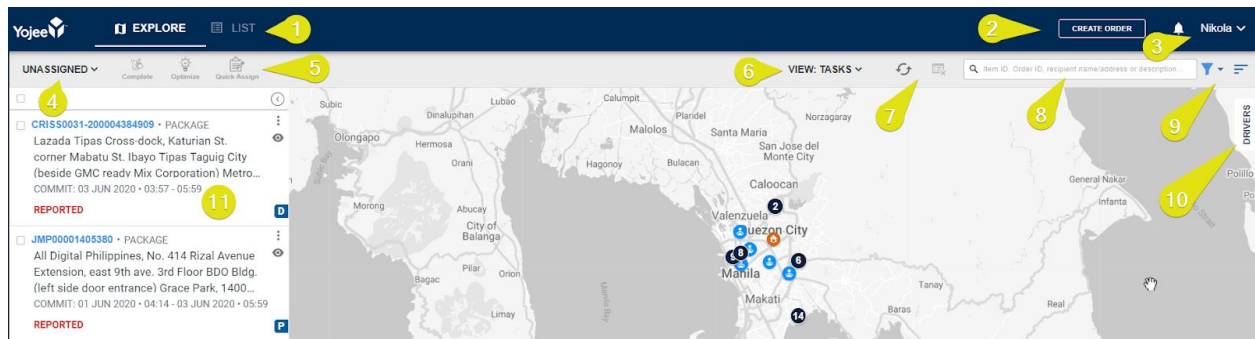


Figure 4. Explore View, Default (explained)



1. Easily switch between Explore & List Views
2. Run the “manual order” creation wizard
3. Check notifications or log out of the platform
4. General filter of tasks (items):
 - a. *Unassigned* - Lists all tasks that do not have a driver assigned to them.
 - b. *Assigned* - Lists all items that have a driver assigned for the pick up or drop off.
 - c. *All* - Lists all items created on the system to-date.
 - d. *Completed* - Lists all items that have already been delivered.
5. Actions
 - a. *Complete* - only when tasks (items) are filtered as “assigned” you can complete an order on behalf of the driver. It also supports “bulk completion”.
 - b. *Optimize* - leave the work to our algorithm to find the best route for your driver(s).
 - c. *Quick Assign* - manually assign one or multiple tasks to a driver or a group.
6. View Selection - applies to the list on the left
 - a. *View → Tasks (default)* - shows all orders as respective tasks (e.g. pickup, drop-off)
 - b. *View → Locations* - shows all tasks group by location (e.g. multiple pickups from the same address)
7. Refresh the list or cancel a “selected task”
8. Search Bar - lookup a specific task by extensive criteria e.g. Tracking Number, Address, Assigned Driver, etc.
9. Use “filter widget” or “sort widget”
10. Drivers - opens a list of all the drivers ever created in the system that can be further filtered based on the need.

Item(s) Assignment - Explore View

Allows the dispatcher to select one or more Items, and assign to the available driver(s). The drivers will be shown in both explore view (right) and map view (center), based on the nearest driver location relative to the first sequenced stop.

Figure 5. Items - Explore View, Unassigned Tab

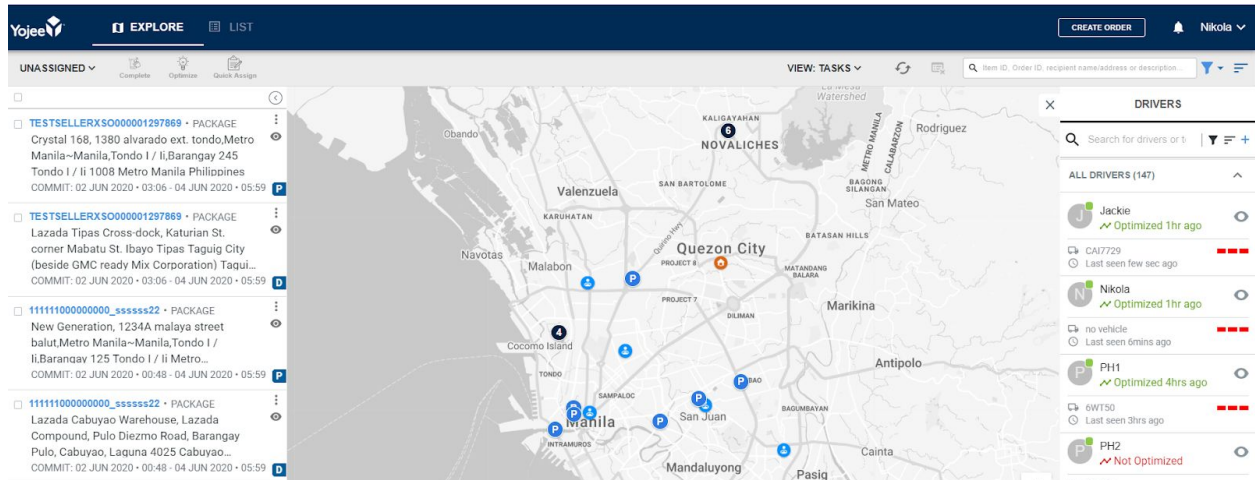
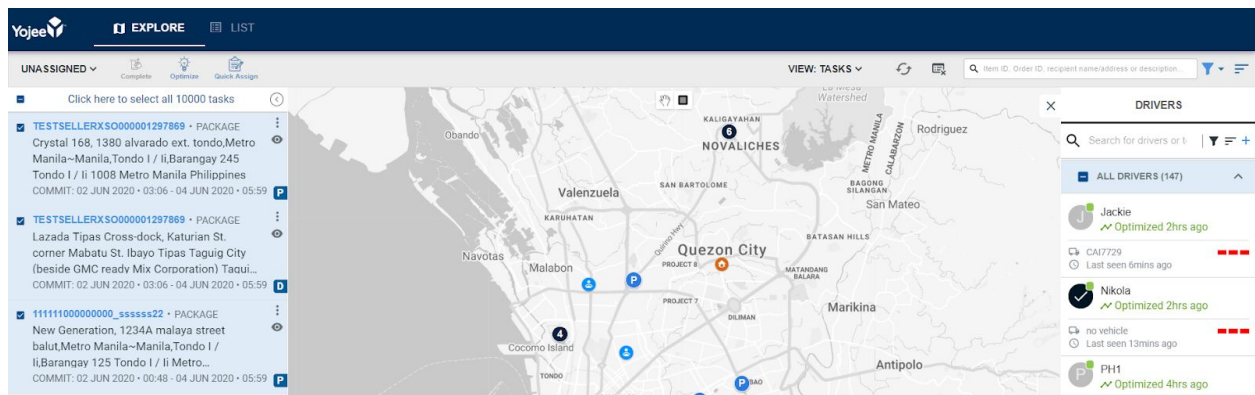


Figure 6. Items - Explore View, Unassigned Tab, Selecting Item(s) on the left & Driver(s) on the right for Assignment



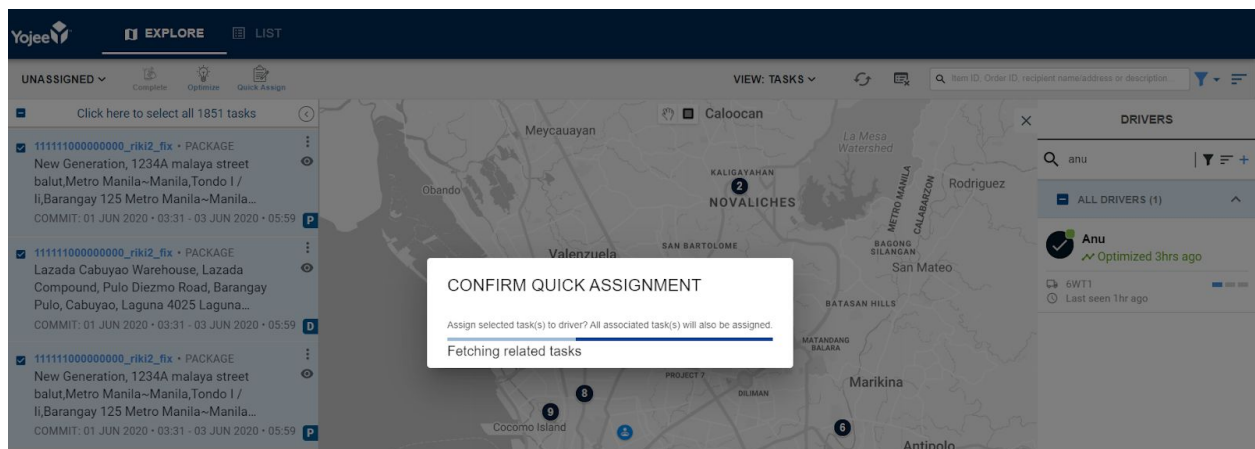
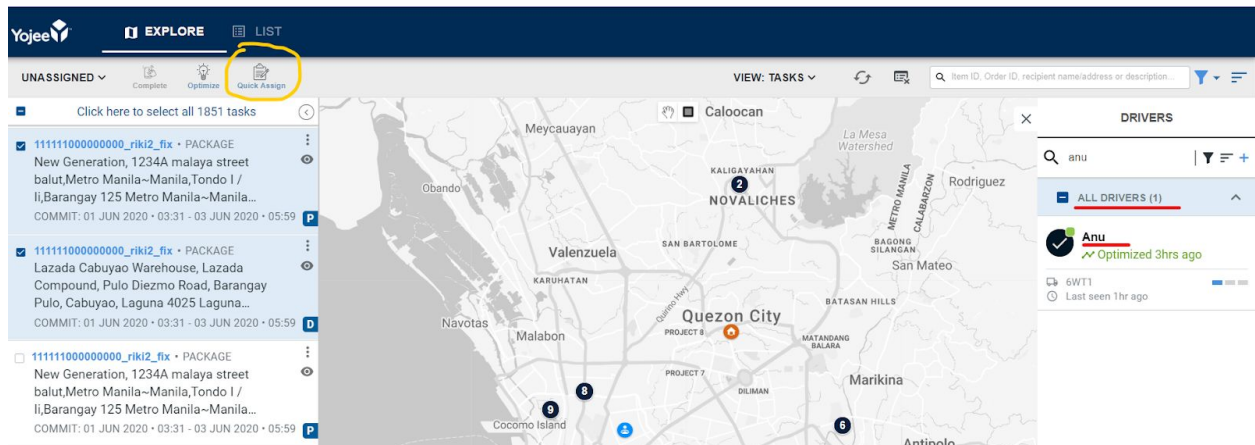
There are two ways you can assign item(s) aka tasks on the Explore View page:

- ❖ **Optimize** - system-based optimization
- ❖ **Quick Assign** - manual-based optimization

Assign Item(s) – Explore View - Quick Assign

You need to select the “unassigned” filter from the drop-down list first, to show only those tasks (items) that are ready to be assigned to the driver(s).

Then you need to choose a driver or the group from the floating list on the right hand side to which those tasks will be assigned to.

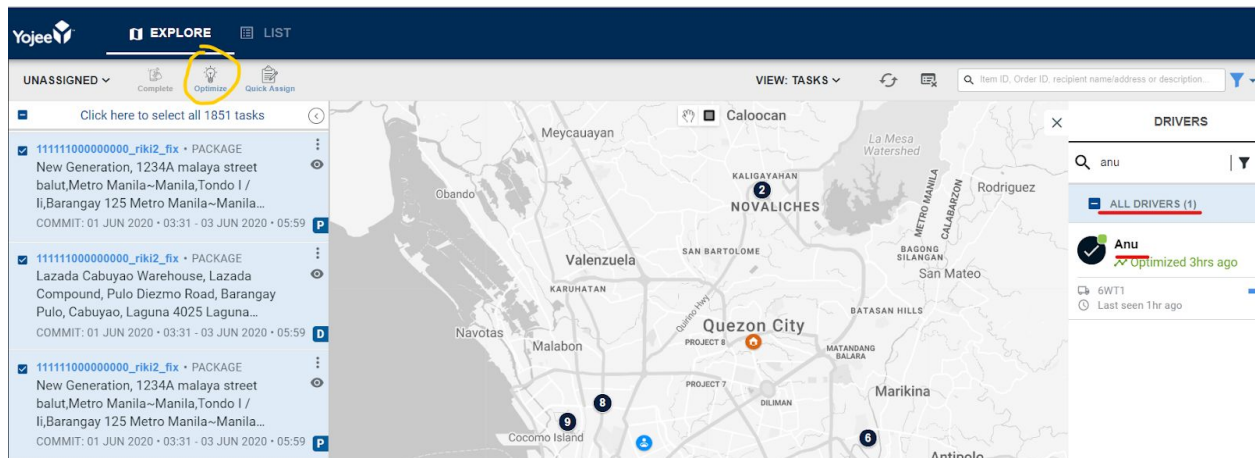


Once done, *Quick Assign* button in the upper left corner will be clickable.

Assign Item(s) - Explore View – Optimise

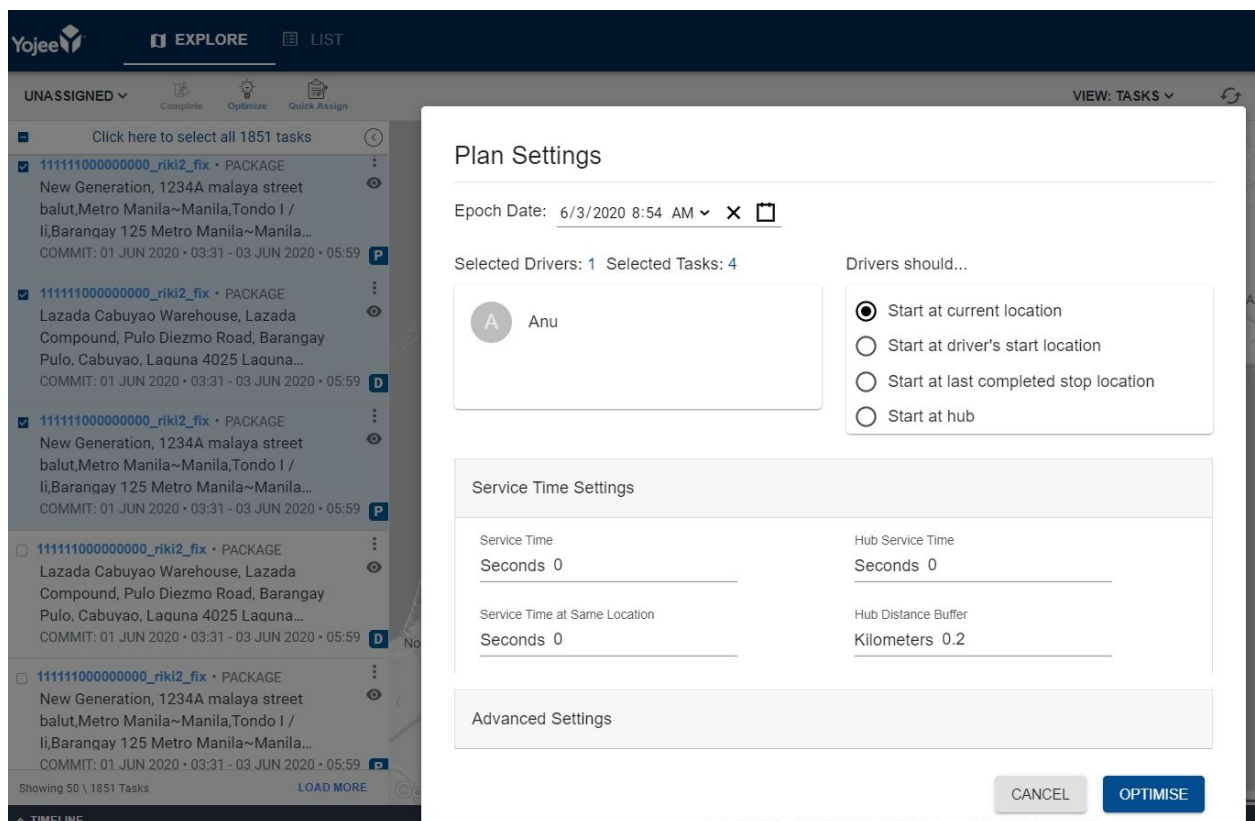
You need to select the “unassigned” filter from the drop-down list first, to show only those tasks (items) that are ready to be assigned to the driver(s).

Then you need to choose a driver or the group from the floating list on the right hand side to which those tasks will be assigned to.



Once done, *Optimize* button in the upper left corner will be clickable.

Figure 5. Items - Explore View, Configuring Plan settings For Optimisation



The selected Items will be consolidated according to stop location and automatically sequenced in the most optimal route.

For example: If 50 Items were selected from the previous Unassigned tab, and all were being picked up from the same location but scheduled for delivery to three separate locations (e.g. 20 Items, 10 Items, 20 Items), the optimised sequence may be as follows:

- Stop 1 (Pick Up x 50 Items); Commit Time HH:MM to HH:MM, ETA HH:MM
- Stop 2 (Drop Off x 20 Items); Commit Time HH:MM to HH:MM, ETA HH:MM
- Stop 3 (Drop Off x 10 Items); Commit Time HH:MM to HH:MM, ETA HH:MM
- Stop 4 (Drop Off x 20 Items); Commit Time HH:MM to HH:MM, ETA HH:MM

The stops would be sequenced based on the optimal route to meet the commit times in the least possible time.

Figure 6. Items - Explore View, Optimisation Successful

[Image Placeholder]

Based on the output of the auto-optimisation, if stops are unable to meet commit times, these stops will be dropped and not included in the optimised sequence.

Figure 7. Items - Explore View, Optimisation Successful With Dropped Tasks

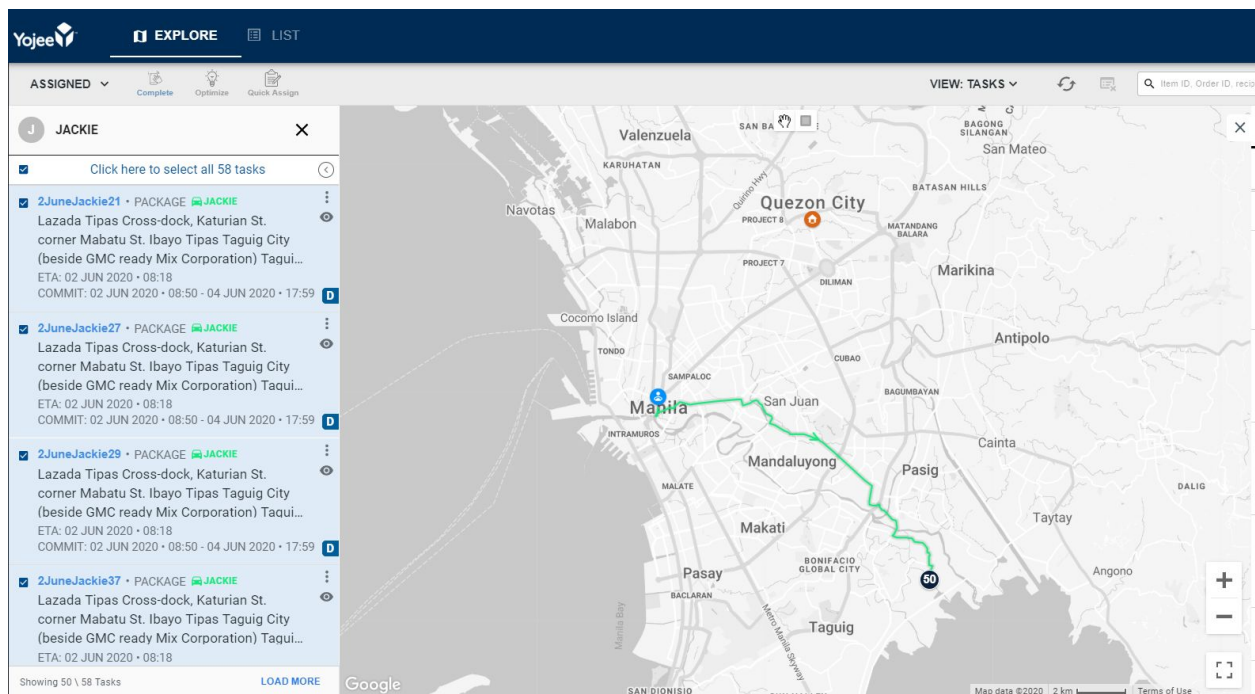
[Image Placeholder]

Clicking “Assign” will assign the pick-up and drop-off to the selected driver(s)

Track Driver(s)

Allows the dispatcher to select one or more drivers and track them as they do the deliveries

Figure 8. Items - Explore View, Track Drivers and Tasks



Item Filters - Explore View

Aside from filtering the tasks (items) by STATUS (unassigned, assigned, completed, all), there are a handful of other useful filters that you can use to further focus only on those tasks or drivers which are in your interest.

Item Filters - View Tasks

This filter if combined with any of the STATUS ones will show you the tasks by pickup & drop-off location separately, where if multiple tasks are present each pickup will correspond to respective drop-off.

-

Item Filters - View Location

This filter if combined with any of the STATUS ones will show you the tasks aggregated in groups based on the location of each pick-up & drop-off, where if the same address is tied to multiple tasks (items) those will be visually represented.

The screenshot displays the Yojee application interface. The top navigation bar includes the Yojee logo, 'EXPLORE' and 'LIST' tabs, and a 'VIEW: LOCATION' dropdown. Below the navigation bar, there are filters for 'ASSIGNED' and 'VIEW: LOCATION'. The main content area shows a list of tasks on the left and a map on the right. The tasks are grouped by location, with yellow circles highlighting specific task IDs (2P, 2D, D, SP) on the map. The map shows various districts in Manila, including Mandaluyong, Pasig, Makati, and Bagong Ilog.

Task ID	Package Type	Address	ETA	Commit
2 ITEMS	RIKI	New Generation, 1234A malaya street balut, Metro Manila~Manila, Tondo I / li, Barangay 125 0000 Metro Manila~Manila...		
2 ITEMS	RIKI	Lazada Cabuyao Warehouse, Lazada Compound, Pulo Diezmo Road, Barangay Pulo, Cabuyao, Laguna 4025 Laguna...		
Lilydale567	PACKAGE BEAN	27 Blue Ridge Dr, Mooroolbark VIC, Australia 3138 Victoria Australia	ETA: 27 MAY 2020 • 15:00	COMMIT: 27 MAY 2020 • 22:00 - 05:00
5 ITEMS	D94	Happy_KiddosPH, Warehouse Unit A-2B, #202 Governor Pascual Ave. Catmon, Malabon City, Metro...		

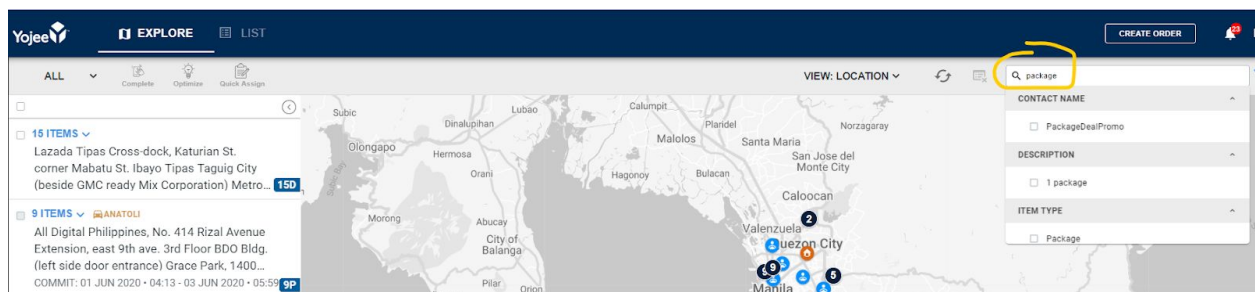
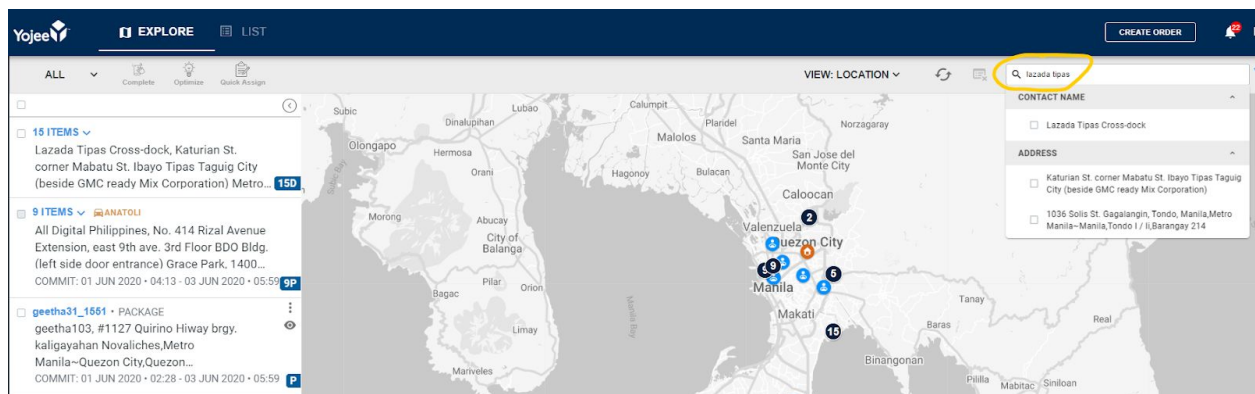
Item Filters - Search

With search you can easily look up for tasks (items) based on the specific criteria like the ItemID, Address of the Pick-up & Drop-off, Assigned Driver, Package Type etc.

The screenshot displays the Yojee application interface. The top navigation bar includes the Yojee logo, 'EXPLORE' and 'LIST' tabs, and a 'VIEW: TASKS' dropdown. Below the navigation bar, there are filters for 'ALL' and 'VIEW: TASKS'. The main content area shows a list of tasks on the left and a map on the right. The tasks are grouped by location, with yellow circles highlighting specific task IDs (D, P, D) on the map. The map shows various cities in the Philippines, including Subic, Davao, and Manila.

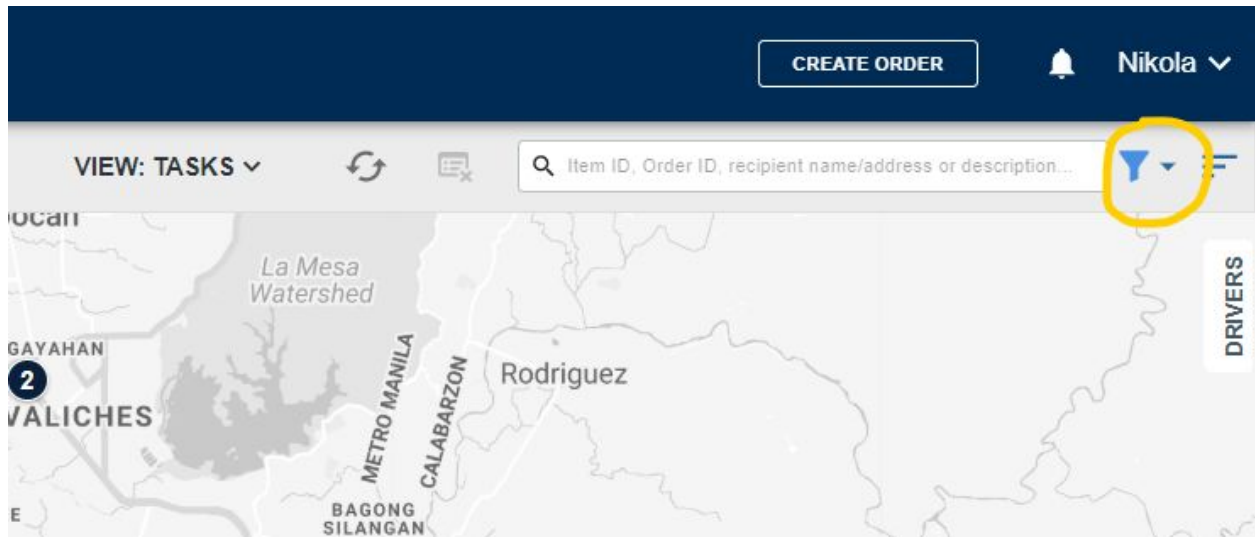
Task ID	Package Type	Address	Commit	Status
CRIS50031-200004384909	PACKAGE	Lazada Tipas Cross-dock, Katurian St. corner Mabatu St. Ibayo Tipas Taguig City (beside GMC ready Mix Corporation) Metro...	COMMIT: 03 JUN 2020 • 03:57 - 05:59	REPORTED
JMP00001404395	PACKAGE ANATOLI	All Digital Philippines, No. 414 Rizal Avenue Extension, east 9th ave. 3rd Floor BDO Bldg. (left side door entrance) Grace Park, 1400...	COMMIT: 01 JUN 2020 • 04:13 - 03 JUN 2020 • 05:59	COMPLETED 02 JUN 2020 • 03:20
JMP00001404395	PACKAGE PH2	Lazada Tipas Cross-dock, Katurian St. corner Mabatu St. Ibayo Tipas Taguig City (beside GMC ready Mix Corporation) Metro...	COMMIT: 01 JUN 2020 • 04:13 - 03 JUN 2020 • 05:59	COMPLETED 03 JUN 2020 • 06:15

When you start typing, the system will almost immediately show the “suggested results” based on the category which those keywords potentially belong to.

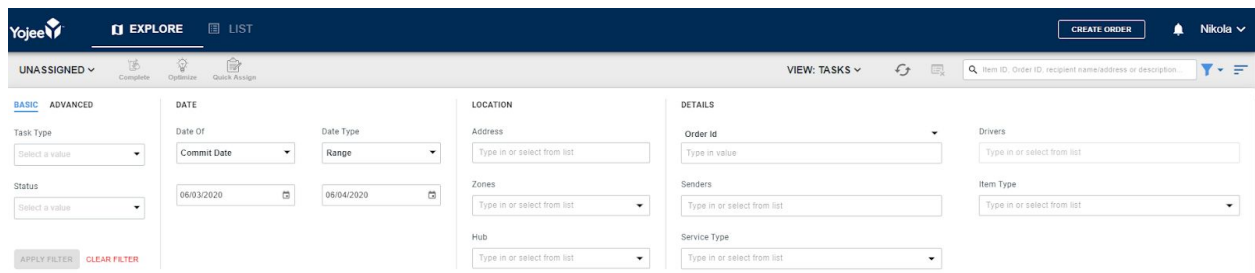


Item Filters Widget

Further down the road, you can use “Filters Widget” to enhance your search results within the Explore View in which you’ll mainly be residing during day-to-day operations.



The widget is composed of two tabs - Basic & Advanced each with the list of fields available under BASIC, DATE, LOCATION, and DETAILS that you can combine to get the needed data.



Basic Tab

Task Type

- Pickup
- Dropoff

Status

- Missing Info

- Reported
- Unassigned

Items - List View

It's a tabular view for all the tasks associated with the items. Provides easy access to all the associated information upfront. Like in *Explore View*, you have the ability to filter tasks (items) by:

- **Unassigned** - Lists all items that do not have a driver assigned for pick up or drop off.
- **Assigned** - Lists all items that have a driver assigned for pick up or drop off.
- **Completed** - Lists all items that have already been delivered.
- **Transferred** - Lists all items that have been transferred to logistics partners, for delivery fulfillment.
- **All** - Lists all items created on the system to-date.

Each tab offers its own filter criteria.

Figure 9. Items List Page, Default View

The screenshot displays the Yojee Items List Page in its default view. The interface is divided into several sections:

- Top Navigation Bar:** Includes the Yojee logo, 'EXPLORE' and 'LIST' tabs, a 'CREATE ORDER' button, and a 'Dispatcher 1' dropdown menu.
- Filters Sidebar (Left):** Contains sections for 'Date' (set to 03 Dec 2019), 'Location' (with a search bar and 'ALL LOCATIONS' button), 'Status' (set to 'Unassigned'), 'Transferred From', and 'Item Type' (with checkboxes for Document, Package, Container, and Pallet).
- Main Table:** Displays a list of 68 tasks. The table has columns: Order ID, Global Tracking Number, Yojee Item ID, Corp. Acct, Service Type, Type, Item Type, Quantity, Address, Time / Date, and Status. All tasks are currently 'UNASSIGNED'. Each task row includes a checkbox for selection and an eye icon for details.
- Bottom Right:** Features a 'Support' button and a 'MAP' button.

The dispatcher is able to perform the following primary actions, from the Unassigned tab:

Assign Item(s)

Allows the dispatcher to select one or more Items, and assign to an available driver.

Figure 10. Items Page, Unassigned Tab, Selecting Item for Assignment

The screenshot displays the Yojee Items Page, Unassigned Tab. The interface is divided into several sections:

- Top Navigation Bar:** Includes the Yojee logo, 'EXPLORE' and 'LIST' tabs, a 'CREATE ORDER' button, and a 'Dispatcher 1' dropdown.
- Filters Sidebar (Left):**
 - Date:** Set to '03 Dec 2019'.
 - Location:** Includes a search bar and a 'Zone' dropdown.
 - Status:** Includes a 'Status' dropdown.
 - Transferred From:** Includes a 'Transferred From' dropdown.
 - Item Type:** Includes a 'Document' checkbox.
- Main Content Area:**
 - Search Bar:** 'Item ID, Order ID, recipient name/address or description...'.
 - Buttons:** 'BROADCAST', 'TRANSFER', 'QUICK ASSIGN', 'SMART ASSIGN'.
 - Table:** A table with columns: Order ID, Global Tracking Number, Yojee Item ID, Corp. Acct, Service Type, Type, Item Type, Quantity, Address, Time / Date, and Status. It lists several unassigned items.

Order ID	Global Tracking Number	Yojee Item ID	Corp. Acct	Service Type	Type	Item Type	Quantity	Address	Time / Date	Status
Order ID: O-CYQYGVKB2FSP	Global Tracking Number: Y-SC0YECJQJHZE	Yojee Item ID: YOJ-ZTYWVYJQJNWI	Corp. Acct: Corp Sender	Service Type: Same Day	PICKUP	DOCUMENT	1	101 alps avenue singapore 498793 Singapore	03 DEC 19 10:00 - 14:00	UNASSIGNED
					DROPOFF	DOCUMENT	1	238 Thomson Rd, 307683 Singapore 307683 Singapore	03 DEC 19 14:00 - 22:00	UNASSIGNED
Order ID: O-CYQYGVKB2FSP	Global Tracking Number: Y-VQJJBPL8KEWK	Yojee Item ID: YOJ-MB4YMLWKWD8	Corp. Acct: Corp Sender	Service Type: Same Day	PICKUP	DOCUMENT	1	101 alps avenue singapore 498793 Singapore	03 DEC 19 10:00 - 14:00	UNASSIGNED
					DROPOFF	DOCUMENT	1	10 Sinaran Dr, #01-03 Square 2, Singapore 307506 307506 Singapore	03 DEC 19 14:00 - 22:00	UNASSIGNED
Order ID: O-CYQYGVKB2FSP	Global Tracking Number: Y-UBIAYSEPHOG9	Yojee Item ID: YOJ-O9PLKGWTF7H	Corp. Acct: Corp Sender	Service Type: Same Day	PICKUP	DOCUMENT	1	101 alps avenue singapore 498793 Singapore	03 DEC 19 10:00 - 14:00	UNASSIGNED
					DROPOFF	DOCUMENT	1	271 Balestier Rd, #01-01 Victory Point, Singapore 329722 329722 Singapore	03 DEC 19 14:00 - 22:00	UNASSIGNED
Order ID: O-CYQYGVKB2FSP	Global Tracking Number: Y-LGIER8458D2	Yojee Item ID: YOJ-ESCZY1OTKVCE	Corp. Acct: Corp Sender	Service Type: Same Day	PICKUP	DOCUMENT	1	101 alps avenue singapore 498793 Singapore	03 DEC 19 10:00 - 14:00	UNASSIGNED
					DROPOFF	DOCUMENT	1	68 Geylang Bahru, #01-3233, Singapore 330068 330068 Singapore	03 DEC 19 14:00 - 22:00	UNASSIGNED
Order ID: O-CYQYGVKB2FSP	Global Tracking Number: Y-3OTMQX1UMRJR	Yojee Item ID: YOJ-FLRGHLEQW9	Corp. Acct: Corp Sender	Service Type: Same Day	PICKUP	DOCUMENT	1	101 alps avenue singapore 498793 Singapore	03 DEC 19 10:00 - 14:00	UNASSIGNED
					DROPOFF	DOCUMENT	1	418 Balestier Rd, #01-02, Singapore 329808 329808 Singapore	03 DEC 19 14:00 - 22:00	UNASSIGNED
Order ID: O-CYQYGVKB2FSP	Global Tracking Number: Y-KOV48H5NZKWB	Yojee Item ID: YOJ-GISIR06KR6DP	Corp. Acct: Corp Sender	Service Type: Same Day	PICKUP	DOCUMENT	1	101 alps avenue singapore 498793 Singapore	03 DEC 19 10:00 - 14:00	UNASSIGNED
					DROPOFF	DOCUMENT	1	36 Circuit Rd, #01-422, Singapore 370036 370036 Singapore	03 DEC 19 14:00 - 22:00	UNASSIGNED
Order ID: O-CYQYGVKB2FSP	Global Tracking Number: Y-6PNWABBSFPMO	Yojee Item ID: YOJ-D3WHHREWJN4N	Corp. Acct: Corp Sender	Service Type: Same Day	PICKUP	DOCUMENT	1	101 alps avenue singapore 498793 Singapore	03 DEC 19 10:00 - 14:00	UNASSIGNED
					DROPOFF	DOCUMENT	1	121 Bishan Street 12, #01-03, Singapore 570121 570121 Singapore	03 DEC 19 14:00 - 22:00	UNASSIGNED

Assign Item(s) – Auto Plan

Upon clicking the Assign button, an overlay window will appear and display the suggested drivers for assignment. The drivers will be shown in both list view (left) and map view (right), based on the nearest driver location relative to the first sequenced stop.

Figure 11. Assign Overlay, Select Driver for Assignment

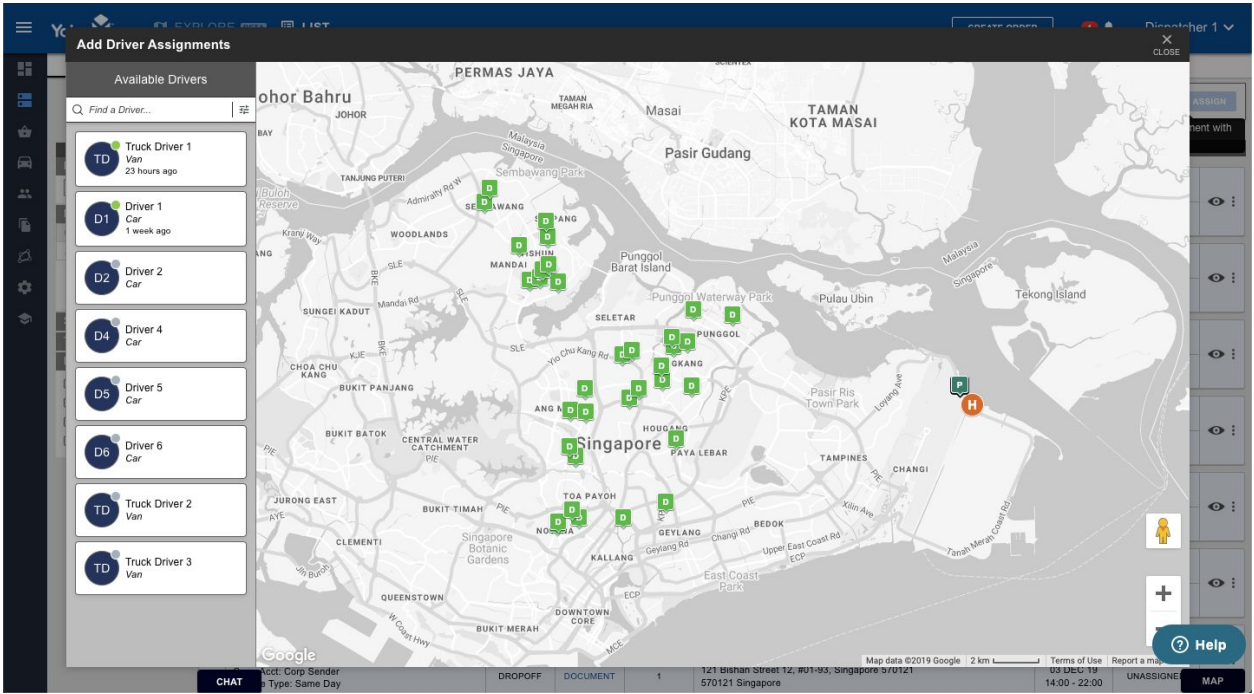
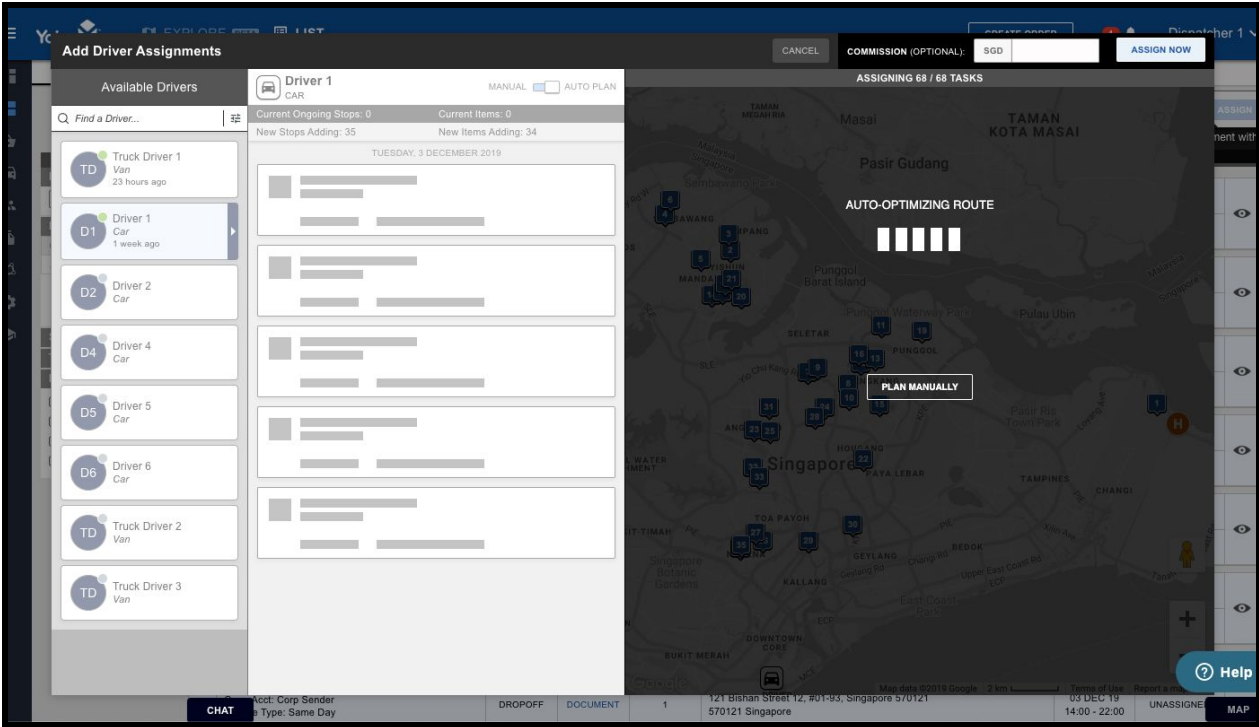


Figure 12. Assign Overlay, Trigger Auto-Plan After Driver Selection



After selecting a driver, the selected Items will be consolidated according to stop location and automatically sequenced in the most optimal route. Auto-Optimisation will only occur when the dispatcher is in “Auto-Plan” mode.

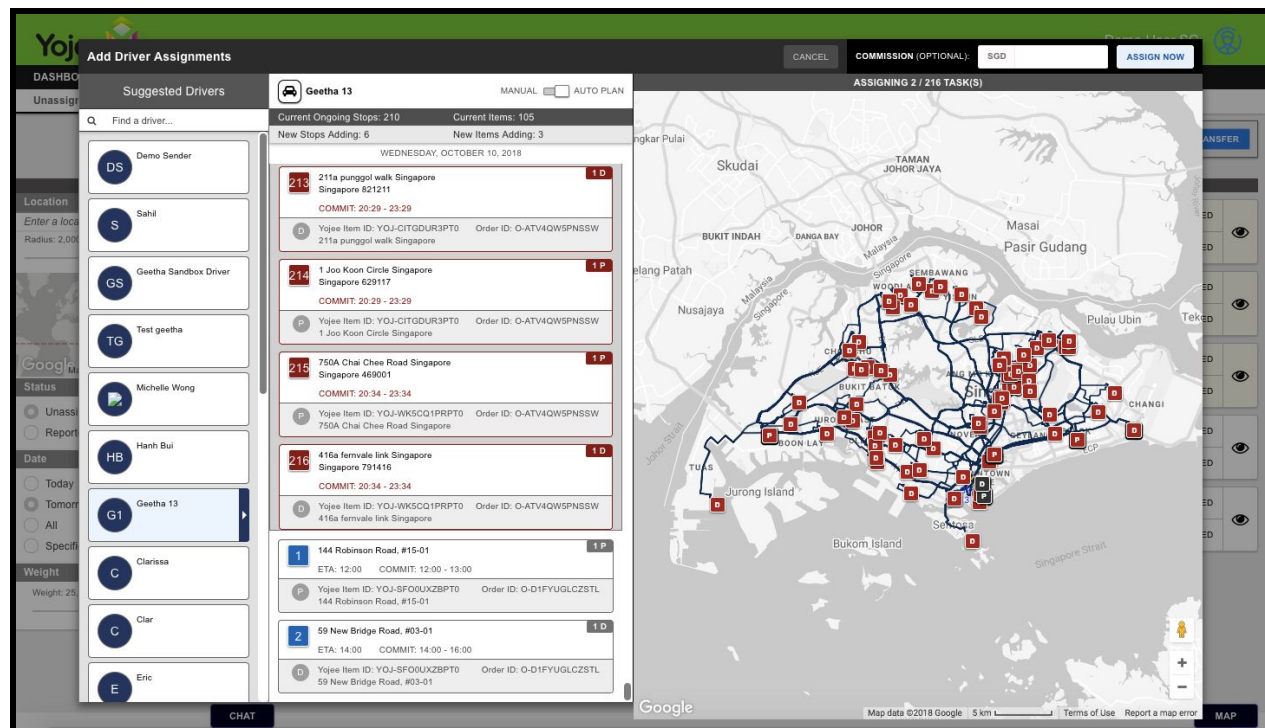
For example: If 50 Items were selected from the previous Unassigned tab, and all were being picked up from the same location but scheduled for delivery to three separate locations (e.g. 20 Items, 10 Items, 20 Items), the optimised sequence may be as follows:

- Stop 1 (Pick Up x 50 Items); Commit Time HH:MM to HH:MM, ETA HH:MM
- Stop 2 (Drop Off x 20 Items); Commit Time HH:MM to HH:MM, ETA HH:MM
- Stop 3 (Drop Off x 10 Items); Commit Time HH:MM to HH:MM, ETA HH:MM
- Stop 4 (Drop Off x 20 Items); Commit Time HH:MM to HH:MM, ETA HH:MM

The stops would be sequenced based on the optimal route to meet the commit times in the least possible time.

Based on the output of the auto-optimisation, if stops are unable to meet commit times, these stops will be highlighted in red and not included in the optimised sequence. If the Dispatcher wishes to include these stops in the sequence, the Dispatcher must switch to Manual mode before assignment.

Figure 13. Assign Overlay, Dropped Tasks in Auto-Plan Mode.



Assign Item(s) – Manual

If the Dispatcher does not wish to use Auto-Plan, the Dispatcher can choose to enter “Manual” mode to manually sequence the stops before executing assignment. Once in Manual mode, the Dispatcher can drag-and-drop stops to create a sequence they prefer.

Note: A stop that contains an incomplete drop off task cannot be moved above/ahead of a stop containing its respective pick up task.

Figure 14. Assign Overlay, Manual Mode

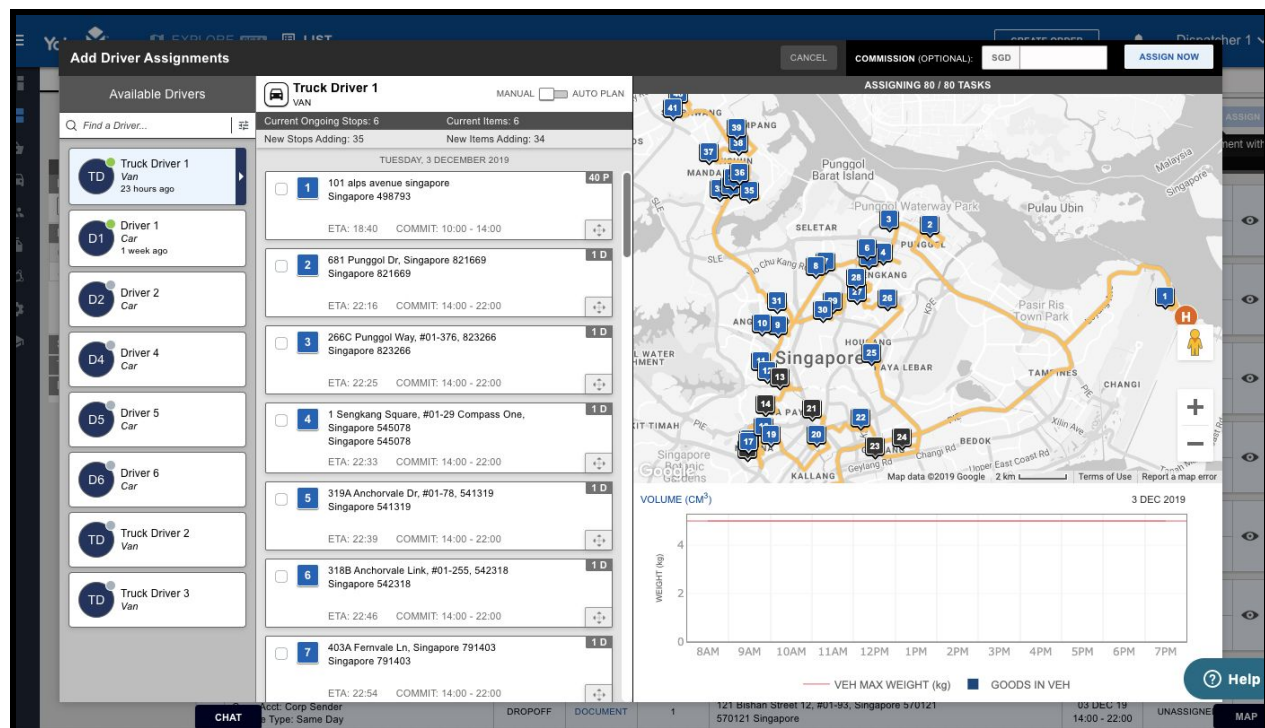
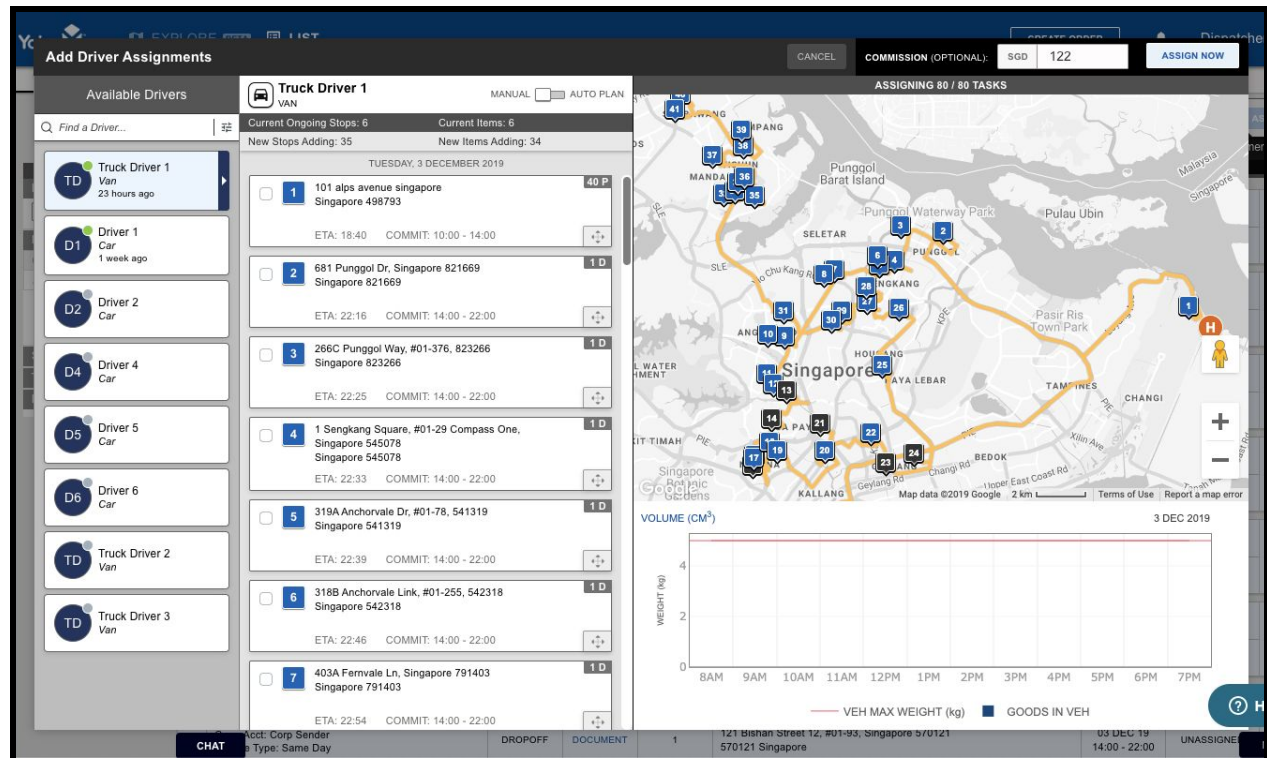


Figure 15. Assign Overlay, Enter Driver Commission



The dispatcher has the option to set a driver commission before completing assignment (top right). Display of Driver Commissions can be configured from the Settings tab.

Broadcast Item(s)

The Broadcast feature allows the dispatcher to select an item(s) and broadcast to all available drivers at once similar to other crowdsourced models. This feature is supplemented by allowing the Dispatcher to enter a price to be paid to the driver as well as a 'timed out' countdown that will expire the offer if no driver accepts the broadcast within the given time.

1. Select one or more items via check-box
2. Click on the "Broadcast" button and enter Price and Timer value in minutes.
3. Click "Apply" to confirm broadcast to all on-duty drivers.

Figure 16. Items Page, Unassigned Tab, Item Broadcast

The screenshot displays the Yojee application interface. On the left, there's a sidebar with filters for Date (03 Dec 2019), Location, Status, Transferred From, and Item Type. The main area shows a list of 68 tasks, with 1 item selected. A modal titled "Broadcast 1 task(s)" is open, allowing the user to enter a price in SGD and a timer in minutes. Below the modal, a table lists the tasks to be broadcasted, including details like Order ID, Global Tracking Number, Yojee Item ID, Corp. Acct, Corp Sender, Service Type, and pickup/dropoff locations and times.

Order ID	Global Tracking Number	Yojee Item ID	Corp. Acct	Corp Sender	Service Type	Pickup Location	Dropoff Location	Time	Status
O-CYQYGVKB2FSP	Y-SCOVCEJQJHZE	YOJ-2TYWV3QNNI	Corp. Acct: Corp Sender	Corp Sender	Same Day	498793 Singapore	10 Sinaran Dr, #01-03 Square 2, Singapore 307506	03 DEC 19 10:00 - 14:00	UNASSIGNED
O-CYQYGVKB2FSP	Y-VQJMB4YMLWKWD8	YOJ-MB4YMLWKWD8	Corp. Acct: Corp Sender	Corp Sender	Same Day	498793 Singapore	10 Sinaran Dr, #01-03 Square 2, Singapore 307506	03 DEC 19 14:00 - 22:00	UNASSIGNED
O-CYQYGVKB2FSP	Y-UBIAYSEPHOG9	YOJ-OISPLKGTWTFH	Corp. Acct: Corp Sender	Corp Sender	Same Day	101 alps avenue singapore	271 Balestier Rd, #01-01 Victory Point, Singapore 329722	03 DEC 19 10:00 - 14:00	UNASSIGNED
O-CYQYGVKB2FSP	Y-LJGIER8458D2	YOJ-ESCZY10TKVCE	Corp. Acct: Corp Sender	Corp Sender	Same Day	101 alps avenue singapore	68 Geylang Bahru, #01-3233, Singapore 330068	03 DEC 19 10:00 - 14:00	UNASSIGNED
O-CYQYGVKB2FSP	Y-FLRGRHLEQWN9	YOJ-FLRGRHLEQWN9	Corp. Acct: Corp Sender	Corp Sender	Same Day	101 alps avenue singapore	418 Balestier Rd, #01-02, Singapore 329808	03 DEC 19 14:00 - 22:00	UNASSIGNED
O-CYQYGVKB2FSP	Y-KOV4BHSNZKWB	YOJ-GISIR0K6R6DP	Corp. Acct: Corp Sender	Corp Sender	Same Day	101 alps avenue singapore	36 Circuit Rd, #01-422, Singapore 370036	03 DEC 19 10:00 - 14:00	UNASSIGNED
O-CYQYGVKB2FSP	Y-6PNWAB8SFPMD	YOJ-D3WHHREWJN4N	Corp. Acct: Corp Sender	Corp Sender	Same Day	101 alps avenue singapore	121 Rishan Street 12, #01-83, Singapore 570121	03 DEC 19 14:00 - 22:00	UNASSIGNED

View and Edit Item Details

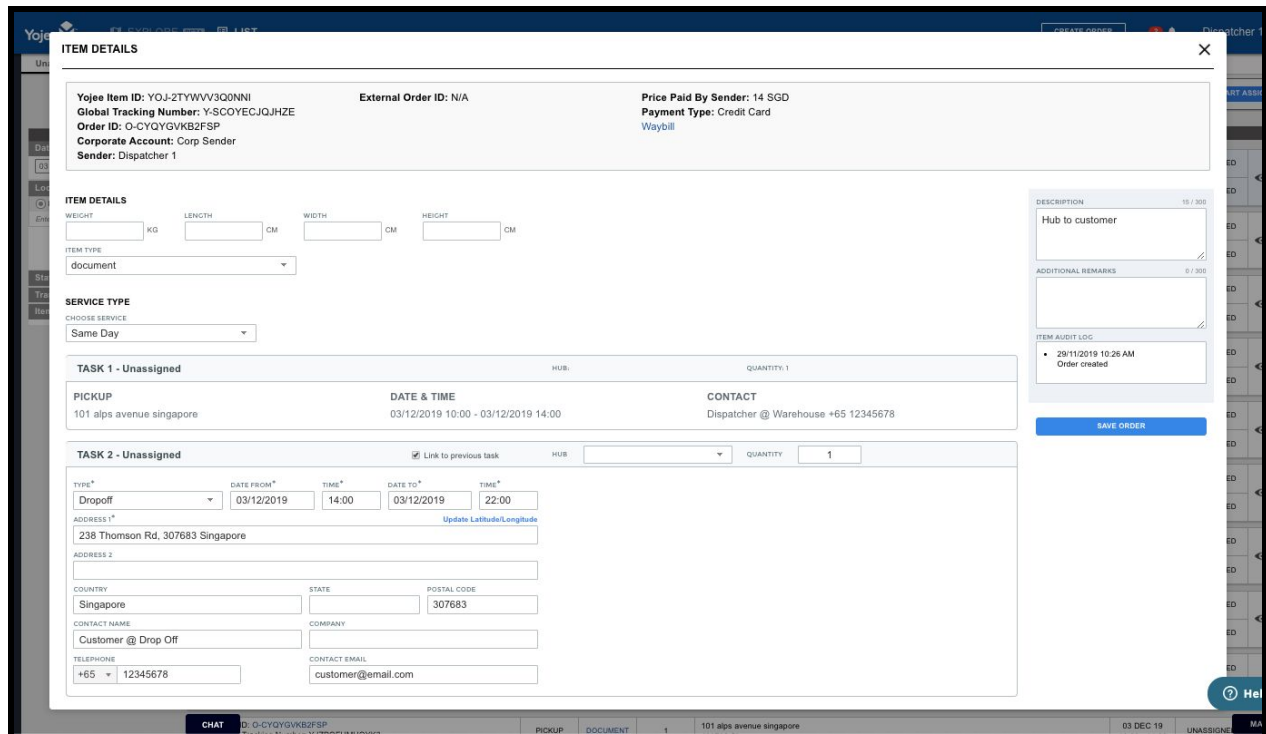
The “View” icon allows the dispatcher to view and edit item details. Editing is enabled up until assignment has taken place. Editable fields include Pick Up and Drop Off Details, Description and Additional Remarks.

Figure 18. Items Page, View/Edit Details.



DATE	LOCATION	TYPE	ITEM TYPE	QUANTITY	ADDRESS	TIME / DATE	STATUS
03 Dec 2019	101 alps avenue singapore	PICKUP	DOCUMENT	1	498793 Singapore	03 DEC 19 10:00 - 14:00	UNASSIGNED
	238 Thomson Rd, 307683 Singapore	DROPOFF	DOCUMENT	1	307683 Singapore	03 DEC 19 14:00 - 22:00	UNASSIGNED

Figure 19. Items Page, View/Edit Details Form



ITEM DETAILS

Yojee Item ID: YOJ-2TYWV3Q0NNI
Global Tracking Number: Y-SCOEJQJHZE
Order ID: O-CYQYGVKB2FSP
Corporate Account: Corp Sender
Sender: Dispatcher 1

External Order ID: N/A

Price Paid By Sender: 14 SGD
Payment Type: Credit Card
Waybill

ITEM DETAILS

WEIGHT: KG LENGTH: CM WIDTH: CM HEIGHT: CM

ITEM TYPE:

SERVICE TYPE

CHOOSE SERVICE:

TASK 1 - Unassigned

HUB: QUANTITY: 1

PICKUP: 101 alps avenue singapore DATE & TIME: 03/12/2019 10:00 - 03/12/2019 14:00 CONTACT: Dispatcher @ Warehouse +65 12345678

TASK 2 - Unassigned

☒ Link to previous task HUB: QUANTITY:

TYPE*: DATE FROM*: 03/12/2019 TIME*: 14:00 DATE TO*: 03/12/2019 TIME*: 22:00

ADDRESS 1*: 238 Thomson Rd, 307683 Singapore [Update Latitude/Longitude](#)

ADDRESS 2:

COUNTRY: STATE: POSTAL CODE:

CONTACT NAME: COMPANY:

TELEPHONE: +65 CONTACT EMAIL:

DESCRIPTION 10 / 300
Hub to customer

ADDITIONAL REMARKS 0 / 300

ITEM AUDIT LOG

- 29/11/2019 10:26 AM
Order created

[SAVE ORDER](#)

Item Audit Log

The Item Audit Log provides the history of items' delivery lifecycle. This log reflects all (Yojee platform specific) activity e.g. delivery status and is visible in the item secondary view.

Figure 20. Items Page, View Item Audit Log

QUANTITY: 1	
.CT her @ Warehouse +65 12345678	
QUANTITY	<input type="text" value="1"/>

DESCRIPTION15 / 300

Hub to customer

ADDITIONAL REMARKS0 / 300

ITEM AUDIT LOG

- 28/11/2019 12:28 PM
Dropoff completed by
Dispatcher 1
(+6509871234) at 10
Sinaran Dr, #01-03
Square 2, Singapore
307506
- 26/11/2019 09:51 PM
Pickup completed by
Driver 1
(+6581111111) at 101
alps avenue
singapore, with the
comment Worker self
assignment
- 26/11/2019 09:51 PM
Pickup at 101 alps
avenue singapore
accepted by Driver 1
(+6581111111)

Electronic Proof

Photo and/or signature proof of delivery is electronic proof that is visible for completed items and downloadable in PDF form.

Please note that electronic proof of delivery can be configured on/off per company via the Manage page; App Actions section.

Figure 21. Items Page, Completed Items Tab.

UnassignedAssignedCompletedTransferredAll

Q

Item ID, Order ID, recipient name/address or description...

72 of 72

FILTERS

Clear

Date

All

Specific

FROM

TO

Driver

Enter a Driver...

Transferred From

Item Type

☒ Document


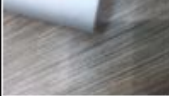

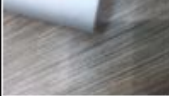

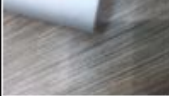

☒ Package

☒ Container

☒ Pallet

DRIVER	DETAILS	TYPE	ITEM TYPE	QUANTITY	ADDRESS	TIME / DATE	COMPLETION	STATUS	
DRIVER 1	Order ID: O-ILZP2LR86UIN Global Tracking Number: Y-B9NFXK45HE4C Yojee Item ID: YOJ-LUHXXFAGYXPY Corp. Acct: Corp Sender Service Type: Same Day	DROPOFF	DOCUMENT	1	10 SINARAN DR, #01-03 SQUARE 2, SINGAP...	28 NOV 19 14:00 - 22:00	28 NOV 19 12:28:46	COMPLETED POD	
DRIVER 1	Order ID: O-ILZP2LR86UIN Global Tracking Number: Y-PUOBLXLR18GC Yojee Item ID: YOJ-BEEDZUFFJ6BR Corp. Acct: Corp Sender Service Type: Same Day	DROPOFF	DOCUMENT	1	271 BALESTIER RD, #01-01 VICTORY POINT...	28 NOV 19 14:00 - 22:00	28 NOV 19 12:28:46	COMPLETED POD	
DRIVER 1	Order ID: O-ILZP2LR86UIN Global Tracking Number: Y-B9NFXK45HE4C Yojee Item ID: YOJ-LUHXXFAGYXPY Corp. Acct: Corp Sender Service Type: Same Day	PICKUP	DOCUMENT	1	101 ALPS AVENUE SINGAPORE 498793 SINGAPORE	28 NOV 19 10:00 - 14:00	26 NOV 19 21:51:38	COMPLETED POD	
DRIVER 1	Order ID: O-ILZP2LR86UIN Global Tracking Number: Y-PUOBLXLR18GC Yojee Item ID: YOJ-BEEDZUFFJ6BR Corp. Acct: Corp Sender Service Type: Same Day	PICKUP	DOCUMENT	1	101 ALPS AVENUE SINGAPORE 498793 SINGAPORE	28 NOV 19 10:00 - 14:00	26 NOV 19 21:51:38	COMPLETED POD	
DRIVER 1	Order ID: O-ILZP2LR86UIN Global Tracking Number: Y-DP9SFKENFYXK Yojee Item ID: YOJ-STM4DDVY1BTX Corp. Acct: Corp Sender Service Type: Same Day	DROPOFF	DOCUMENT	1	101 ALPS AVENUE SINGAPORE 498793 SINGAPORE	27 NOV 19 14:00 - 22:00	26 NOV 19 21:48:23	COMPLETED POD	
DRIVER 1	Order ID: O-ILZP2LR86UIN Global Tracking Number: Y-7LGVAMRBGTV8 Yojee Item ID: YOJ-9WCGHVZYUJGW Corp. Acct: Corp Sender Service Type: Same Day	DROPOFF	DOCUMENT	1	101 ALPS AVENUE SINGAPORE 498793 SINGAPORE	27 NOV 19 14:00 - 22:00	26 NOV 19 21:48:23	COMPLETED POD	
	Order ID: O-ILZP2LR86UIN Global Tracking Number: Y-KJXSQGYF8IK8				101 ALPS AVENUE SINGAPORE	27 NOV 19	26 NOV 19		Help

Figure 22. Items Page, POD Document in PDF Format.

 yojee.com		<table border="1"> <tr> <td>DELIVERED BY</td> <td>Clarissa</td> </tr> </table>		DELIVERED BY	Clarissa																													
DELIVERED BY	Clarissa																																	
DESCRIPTION 	<table border="1"> <tr> <th colspan="2">PICK UP DETAILS</th> </tr> <tr> <td>2018-09-13</td> <td>11:30-11:30</td> </tr> <tr> <td colspan="2">78 Holland Road, Singapore</td> </tr> <tr> <td>sg</td> <td>258873</td> </tr> <tr> <td>ARRIVAL TIME</td> <td>2018-09-12 15:09</td> </tr> <tr> <td>SCANNED/COMPLETED</td> <td>2018-09-12 15:09</td> </tr> </table>		PICK UP DETAILS		2018-09-13	11:30-11:30	78 Holland Road, Singapore		sg	258873	ARRIVAL TIME	2018-09-12 15:09	SCANNED/COMPLETED	2018-09-12 15:09	<table border="1"> <tr> <th colspan="2">DROP OFF DETAILS</th> </tr> <tr> <td>2018-09-13</td> <td>14:30-14:30</td> </tr> <tr> <td colspan="2">4 Amoy Street, Singapore</td> </tr> <tr> <td>sg</td> <td>049947</td> </tr> <tr> <td>SCANNED/COMPLETED</td> <td>2018-09-12 15:09</td> </tr> <tr> <td colspan="2"> PHOTO PROOF  </td> </tr> <tr> <td colspan="2"> E-SIGNATURE  </td> </tr> <tr> <td colspan="2"> <table border="1"> <tr> <td>SIGNED BY</td> <td></td> </tr> </table> </td> </tr> </table>		DROP OFF DETAILS		2018-09-13	14:30-14:30	4 Amoy Street, Singapore		sg	049947	SCANNED/COMPLETED	2018-09-12 15:09	PHOTO PROOF 		E-SIGNATURE 		<table border="1"> <tr> <td>SIGNED BY</td> <td></td> </tr> </table>		SIGNED BY	
	PICK UP DETAILS																																	
	2018-09-13	11:30-11:30																																
	78 Holland Road, Singapore																																	
	sg	258873																																
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sg	049947																																	
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<table border="1"> <tr> <td>YOJEE TRACKING NO.</td> <td>YOJ-VW5UDJRNPT0</td> </tr> </table>	YOJEE TRACKING NO.	YOJ-VW5UDJRNPT0																																
YOJEE TRACKING NO.	YOJ-VW5UDJRNPT0																																	
ADDITIONAL INFORMATION 																																		

Orders

Overview

An Order is an entry into the Dispatcher Interface, which contains the information required to complete a delivery. The Orders page allows the dispatcher to create and manage single and batch orders.

Note: Orders can only be cancelled before assignment or transferred to a partner.

Figure 23. Orders Page, Default View

Yojee

CREATE ORDER

Dispatcher 3

Order ID, location or recipient name...

BATCH UPLOAD

CREATE ORDER

10 of 10 ORDERS

EXTERNAL ORDER ID	ORDER ID	CREATED	PRICE	ITEMS DELIVERED	STATUS						
	O-EXD96L9LFRZ	10 Dec 2019 16:35	SGD 52	0 / 4 Item(s)	ACCEPTED	INVOICE	WAYBILL	-	TRACK	👁	⋮
	O-CYQYGVKB2FSP	29 Nov 2019 10:26	SGD 680	0 / 50 Item(s)	ACCEPTED	INVOICE	WAYBILL	-	TRACK		⋮
	O-ILZP2LR86UIN	26 Nov 2019 21:21	SGD 680	14 / 50 Item(s)	COMPLETED	INVOICE	WAYBILL	POD	TRACK		-
	O-NNAJRN6JLVOO	26 Nov 2019 21:13	SGD 680	0 / 50 Item(s)	CANCELLED	-	-	-	TRACK		-
	O-9RJYQHXS6CBH	26 Nov 2019 17:37	SGD 680	12 / 50 Item(s)	ACCEPTED	INVOICE	WAYBILL	-	TRACK		-
	O-YZN6GTOP193M	26 Nov 2019 17:25	SGD 680	10 / 50 Item(s)	ACCEPTED	INVOICE	WAYBILL	-	TRACK		-
	O-EZIVHPUTNH0T	26 Nov 2019 17:00	SGD 680	0 / 50 Item(s)	CANCELLED	-	-	-	TRACK		-
	O-G8QXK2GUTX6S	26 Nov 2019 16:44	SGD 680	0 / 50 Item(s)	CANCELLED	-	-	-	TRACK		-
	O-KOO1FWOBSTWP	26 Nov 2019 16:26	SGD 680	0 / 50 Item(s)	CANCELLED	-	-	-	TRACK		-
	O-MQW6T14XFPNR	26 Nov 2019 14:55	SGD 680	0 / 50 Item(s)	CANCELLED	-	-	-	TRACK		-

CHAT

Support

FILTERS Clear

Date

- ☐ Today
- ☐ Tomorrow
- ☒ All
- ☐ Specific

Status

- ☒ Created
- ☒ Accepted
- ☒ Completed
- ☒ Cancelled

Figure 24. Orders Page, View Details

The screenshot shows the Yojee Orders Page. At the top, there's a header with the Yojee logo, a 'CREATE ORDER' button, and a notification bell. Below the header is a search bar and a 'BATCH UPLOAD' button. The main content area displays a table of 10 orders. The first order is highlighted with a red box around the 'TRACK' button and an eye icon.

EXTERNAL ORDER ID	ORDER ID	CREATED	PRICE	ITEMS DELIVERED	STATUS	INVOICE	WAYBILL	POD	TRACK	
	O-EXD96L9LTFRZ	10 Dec 2019 16:35	SGD 52	0 / 4 Item(s)	ACCEPTED	INVOICE	WAYBILL	-	TRACK	
	O-CYQYGVKB2FSP	29 Nov 2019 10:26	SGD 680	0 / 50 Item(s)	ACCEPTED	INVOICE	WAYBILL	-	TRACK	
	O-ILZP2LR86UIN	26 Nov 2019 21:21	SGD 680	14 / 50 Item(s)	COMPLETED	INVOICE	WAYBILL	POD	TRACK	
	O-NNAJRN6JLVOO	26 Nov 2019 21:13	SGD 680	0 / 50 Item(s)	CANCELLED	-	-	-	TRACK	
	O-9RJYQHXS6CBH	26 Nov 2019 17:37	SGD 680	12 / 50 Item(s)	ACCEPTED	INVOICE	WAYBILL	-	TRACK	
	O-YZN6GTOP193M	26 Nov 2019 17:25	SGD 680	10 / 50 Item(s)	ACCEPTED	INVOICE	WAYBILL	-	TRACK	
	O-EZIVHPUTNHOT	26 Nov 2019 17:00	SGD 680	0 / 50 Item(s)	CANCELLED	-	-	-	TRACK	
	O-G80XK2GUTX6S	26 Nov 2019 16:44	SGD 680	0 / 50 Item(s)	CANCELLED	-	-	-	TRACK	
	O-KOO1FWOBSTWP	26 Nov 2019 16:26	SGD 680	0 / 50 Item(s)	CANCELLED	-	-	-	TRACK	
	O-MQW6T14XFPNR	26 Nov 2019 14:55	SGD 680	0 / 50 Item(s)	CANCELLED	-	-	-	TRACK	

At the bottom of the page, there is a 'CHAT' button and a 'Support' button.

Figure 25. Orders Page, Cancel Order

The screenshot shows the Yojee Orders Page. At the top, there's a header with the Yojee logo, a 'CREATE ORDER' button, and a notification bell. Below the header is a search bar and a 'BATCH UPLOAD' button. The main content area displays a table of 10 orders. The first order is highlighted with a red box around the 'CANCEL ORDER' button.

EXTERNAL ORDER ID	ORDER ID	CREATED	PRICE	ITEMS DELIVERED	STATUS	INVOICE	WAYBILL	POD	TRACK	
	O-EXD96L9LTFRZ	10 Dec 2019 16:35	SGD 52	0 / 4 Item(s)	ACCEPTED	INVOICE	WAYBILL	-	TRACK	
	O-CYQYGVKB2FSP	29 Nov 2019 10:26	SGD 680	0 / 50 Item(s)	ACCEPTED	INVOICE	WAYBILL	-	TRACK	
	O-ILZP2LR86UIN	26 Nov 2019 21:21	SGD 680	14 / 50 Item(s)	COMPLETED	INVOICE	WAYBILL	POD	TRACK	
	O-NNAJRN6JLVOO	26 Nov 2019 21:13	SGD 680	0 / 50 Item(s)	CANCELLED	-	-	-	TRACK	
	O-9RJYQHXS6CBH	26 Nov 2019 17:37	SGD 680	12 / 50 Item(s)	ACCEPTED	INVOICE	WAYBILL	-	TRACK	
	O-YZN6GTOP193M	26 Nov 2019 17:25	SGD 680	10 / 50 Item(s)	ACCEPTED	INVOICE	WAYBILL	-	TRACK	
	O-EZIVHPUTNHOT	26 Nov 2019 17:00	SGD 680	0 / 50 Item(s)	CANCELLED	-	-	-	TRACK	
	O-G80XK2GUTX6S	26 Nov 2019 16:44	SGD 680	0 / 50 Item(s)	CANCELLED	-	-	-	TRACK	
	O-KOO1FWOBSTWP	26 Nov 2019 16:26	SGD 680	0 / 50 Item(s)	CANCELLED	-	-	-	TRACK	
	O-MQW6T14XFPNR	26 Nov 2019 14:55	SGD 680	0 / 50 Item(s)	CANCELLED	-	-	-	TRACK	

At the bottom of the page, there is a 'CHAT' button and a 'Support' button.

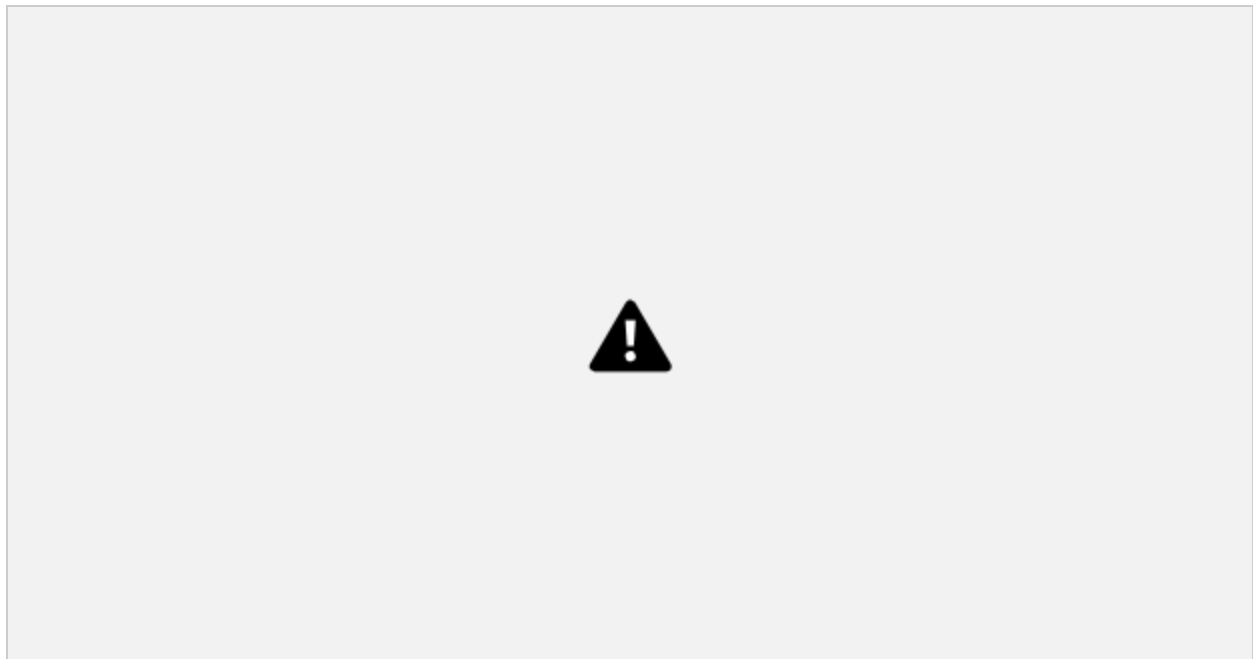
Figure 26. Orders Page, Transfer Order

The screenshot shows the Yojee Orders Page. At the top, there is a header with the Yojee logo, a 'CREATE ORDER' button, and a user profile 'Dispatcher 3'. Below the header is a search bar and a 'BATCH UPLOAD' button. The main content is a table of orders with columns: EXTERNAL ORDER ID, ORDER ID, CREATED, PRICE, ITEMS DELIVERED, STATUS, INVOICE, WAYBILL, POD, TRACK, and a menu icon. The table contains 10 orders. The first two rows are highlighted. The first row has a 'TRANSFER' button in the menu icon column, which is highlighted with a red box. The second row has a 'CANCEL ORDER' button in the menu icon column, which is also highlighted with a red box. The table is filtered by 'Date' and 'Status'. The 'Date' filter is set to 'All' and the 'Status' filter is set to 'Created', 'Accepted', 'Completed', and 'Cancelled'. A 'CHAT' button is at the bottom left and a 'Support' button is at the bottom right.

EXTERNAL ORDER ID	ORDER ID	CREATED	PRICE	ITEMS DELIVERED	STATUS	INVOICE	WAYBILL	POD	TRACK	Menu
	O-EXD96L9LFRZ	10 Dec 2019 16:35	SGD 52	0 / 4 Item(s)	ACCEPTED	INVOICE	WAYBILL	-	TRACK	Transfer
	O-CYQYGVKB2FSP	29 Nov 2019 10:26	SGD 680	0 / 50 Item(s)	ACCEPTED	INVOICE	WAYBILL	-	CANCEL ORDER	Transfer
	O-ILZP2LR86UIN	26 Nov 2019 21:21	SGD 680	14 / 50 Item(s)	COMPLETED	INVOICE	WAYBILL	POD	TRACK	-
	O-NNAJRN6JLVOO	26 Nov 2019 21:13	SGD 680	0 / 50 Item(s)	CANCELLED	-	-	-	TRACK	-
	O-9RJYQHXS6CBH	26 Nov 2019 17:37	SGD 680	12 / 50 Item(s)	ACCEPTED	INVOICE	WAYBILL	-	TRACK	-
	O-YZN6GTQPI93M	26 Nov 2019 17:25	SGD 680	10 / 50 Item(s)	ACCEPTED	INVOICE	WAYBILL	-	TRACK	-
	O-EZIVHPUTNHOT	26 Nov 2019 17:00	SGD 680	0 / 50 Item(s)	CANCELLED	-	-	-	TRACK	-
	O-G8OXK2GUTX6S	26 Nov 2019 16:44	SGD 680	0 / 50 Item(s)	CANCELLED	-	-	-	TRACK	-
	O-KOO1FWOBSTWP	26 Nov 2019 16:26	SGD 680	0 / 50 Item(s)	CANCELLED	-	-	-	TRACK	-
	O-MQW6T14XFPNR	26 Nov 2019 14:55	SGD 680	0 / 50 Item(s)	CANCELLED	-	-	-	TRACK	-

Create an Order

Click on the “Create Order” button available at the top-right of the Orders or Item Page to create a new order for the delivery of a single item. There is an option to create a Manually order or Upload CSV File.



Create an Order – Single Item

Click on the “Create Order” button available at the top-right of the Orders Page, to create a new order for the delivery of a single item.

Figure 27. Orders Page, Create an Order

The screenshot shows the 'NEW ORDER' form in the Yojee system. The form is structured as follows:

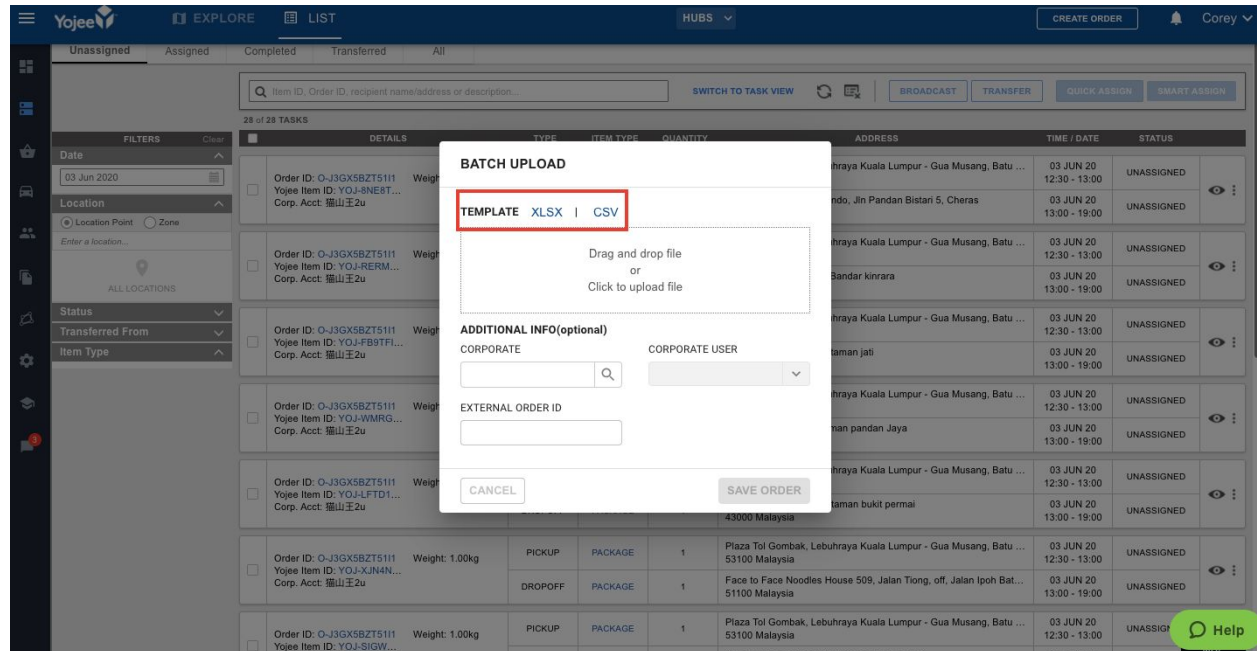
- ITEM DETAILS:** Includes input fields for WEIGHT (KG), LENGTH (CM), WIDTH (CM), and HEIGHT (CM). There is a dropdown for ITEM TYPE.
- COMPANY DETAILS:** Includes a dropdown for CORPORATE* (selected: Yojee - WGD Test) and a dropdown for CORPORATE USER* (selected: Corey).
- SERVICE TYPE:** Includes a dropdown for CHOOSE SERVICE (selected: Next Day).
- TASK 1:** Includes a dropdown for TYPE* (selected: Pickup), input fields for DATE FROM*, TIME*, DATE TO*, and TIME*, and input fields for ADDRESS 1* and ADDRESS 2. Below these are dropdowns for COUNTRY (selected: Malaysia), STATE, and POSTAL CODE. At the bottom of Task 1 are input fields for CONTACT NAME, TELEPHONE (with a +60 prefix), COMPANY, and CONTACT EMAIL.
- Right Panel:** Includes input fields for EXTERNAL ORDER ID, EXTERNAL ITEM ID, EXTERNAL ITEM ID 2, and EXTERNAL ITEM ID 3. It also has a text area for DESCRIPTION (0 / 300) and another for ADDITIONAL REMARKS (0 / 300). At the bottom of this panel are buttons for 'CALCULATE PRICE' and 'SAVE ORDER'.
- Footer:** A green 'Help' button is located in the bottom right corner.

Batch Upload – Multiple Items

Click on the “Batch Upload” button in the top-right of the Orders Page to create a new order for multiple items.

Note: The system accepts both .CSV and .XLSX formats - please follow the details in the “How to upload batch order” section, for step-by-step instructions.

Figure 28. Orders Page, Batch Upload Instructions



Order Tracking

On successful order creation, a Tracking link is generated. To check the status of your shipments, click the link to access the real time tracking with timestamp logs.


Yojee									
<div> <div>Order ID, location or recipient name...</div> <div>BATCH UPLOAD CREATE ORDER</div> </div>									
100 of 9084 ORDERS									
EXTERNAL ORDER NUMBER	ORDER ID	CREATED	ITEMS DELIVERED	STATUS					
TSTALL10002	O-U00KZG13WHY2	03 Jun 2020 16:43	0 / 1 Item(s)	ACCEPTED	WAYBILL	-	TRACK		
TSTALL10001	O-421P1JEQVTJX	03 Jun 2020 16:38	0 / 1 Item(s)	ACCEPTED	WAYBILL	-	TRACK		
TSTALL0006	O-KMCOPXKRUF AE	03 Jun 2020 16:32	0 / 1 Item(s)	ACCEPTED	WAYBILL	-	TRACK		
TSTALL0005	O-H6U1FABRWSIS	03 Jun 2020 16:31	0 / 1 Item(s)	ACCEPTED	WAYBILL	-	TRACK		
TSTALL0005	O-05MI59KWRVWG	03 Jun 2020 16:31	0 / 1 Item(s)	ACCEPTED	WAYBILL	-	TRACK		
TSTALL00002	O-ZV1F0ANDQTAY	03 Jun 2020 16:29	0 / 1 Item(s)	ACCEPTED	WAYBILL	-	TRACK		
TSTALL0002	O-E0DYJPLKGD8J	03 Jun 2020 16:25	0 / 1 Item(s)	ACCEPTED	WAYBILL	-	TRACK		
TSTALL0001	O-HSYX4AO66UZZ	03 Jun 2020 16:22	0 / 1 Item(s)	ACCEPTED	WAYBILL	-	TRACK		
TSTSAS1000	O-Q8R8HXRZN70J	03 Jun 2020 15:37	0 / 1 Item(s)	ACCEPTED	WAYBILL	-	TRACK		
TSTSAS0999	O-GSUPELOCPVUX	03 Jun 2020 15:37	0 / 1 Item(s)	ACCEPTED	WAYBILL	-	TRACK		
TSTSAS0998	O-ZX95YZ2VCUL9	03 Jun 2020 15:37	0 / 1 Item(s)	ACCEPTED	WAYBILL	-	TRACK		


Waybill and Invoice Generation

On successful order creation, a waybill and an invoice is generated by the system. These documents are displayed per order on the Orders Page.

Note: Invoices will only be created if it has been configured to be generated on a per company basis.

Figure 29. Orders Page, System Generated Waybill


yojee.com


YOJ-DNRR6H6UGEX5
Order ID: O-EXD96L9LTFRZ

PICK UP DETAILS		DROP OFF DETAILS	
2019-11-27	10:00-14:00	2019-11-27	14:00-18:00
77 Robinson Road		58 New Bridge Road	
#03-01		#03-01	
Singapore	068896	Singapore	059405
Yojee Ops		Yojee Ops	
+6531591335		+6531591335	

DESCRIPTION & DIMENSIONS

1 package

Global Tracking Number	Y-VH7UCCTV/RNMB
External Item ID	YOJ-1234
Volume	0.000
Quantity	1

ADDITIONAL INFORMATION

Figure 30. Orders Page, System Generated Invoice



INVOICE

NAME: Corp Sender
ADDRESS: corpsender@yojee.com
DATE: 10 Dec 2019
DUE DATE: 31 Dec 2019
INVOICE NO.: I-3CTKWIEZ22DW

Co. Reg. No. 201631866N
28 BUKIT PASOH ROAD, YEE LAN COURT
SINGAPORE (089842)

Delivery Tracking Number: O-EXD96L9LTFRZ

Item	Price
Same Day from 77 Robinson Road to 58 New Bridge Road	SGD 13.00
Same Day from 77 Robinson Road to 58 New Bridge Road	SGD 13.00
Same Day from 77 Robinson Road to 58 New Bridge Road	SGD 13.00
Same Day from 77 Robinson Road to 58 New Bridge Road	SGD 13.00

TOTAL: SGD 52.00

BANK DETAILS:

Account Name: SENDYOJEE PTE LTD
Bank Swift: UOVBSGSG
Bank Code: 7375
Account No.: 631-304-324-7
Bank Address: 80 Raffles Place, UOB Plaza 2, Singapore 048624

THANK YOU FOR YOUR BUSINESS!

Reports Generation

Overview

The “Reports” menu provides the dispatcher the ability to generate driver-centric and sender-centric reports.

The figure below highlights the criteria for which dispatchers can generate sender-centric reports.

After selecting the required criteria, click on the “Export” button to view results.

Figure 38. Reports, Orders, Orders Items, Drivers, Transfers Received, Transfers Sent- Centric Reports

The screenshot displays the Yojee web application interface. At the top, there is a navigation bar with the Yojee logo and a 'CREATE ORDER' button. Below this is a sidebar with various icons representing different report categories: Orders, Orders Items, Drivers, Transfers Received, and Transfers Sent. The main content area is titled 'Order Report' and includes a '5m ago' timestamp and an 'Export' button. A note states: 'Please note that Date Range filter will be applied on Drop Off To Time (Commit Time)'. Below this note are four filter fields: 'Date Range' (set to '2019-11-01 - 2019-11-30'), 'Corporate Name' (set to 'All'), 'Corporate User Name' (set to 'All'), and 'Order Status' (set to 'All'). A 'Submit' button is located below these filters. The main content area displays a table with the following columns: Corporate Name, Corporate User, Yojee Order ID, External Order ID, Status, Number of Items, and Price. The table contains 9 rows of data, showing various orders with their respective statuses and prices. At the bottom of the table, there is a pagination control showing '1 - 9 of 9' and a '25' items per page selector. A 'CHAT' button is located in the bottom left corner, and a 'Help' button is in the bottom right corner.

	Corporate Name	Corporate User	Yojee Order ID	External Order ID	Status	Number of Items	Price
1	Corp Sender	Dispatcher 1	O-ILZP2LR86UIN		completed	50	SGD 680.00
2	Corp Sender	Sender 1	O-9RjYQHXS6CBH		accepted	50	SGD 680.00
3	Corp Sender	Sender 1	O-EXD96L9LTFRZ		accepted	4	SGD 52.00
4	Corp Sender	Sender 1	O-EZIVHPUTNHOT		cancelled	50	SGD 680.00
5	Corp Sender	Sender 1	O-G8OXK2GUTX6S		cancelled	50	SGD 680.00
6	Corp Sender	Sender 1	O-KOO1FWO8STWP		cancelled	50	SGD 680.00
7	Corp Sender	Sender 1	O-MQW6T14XFPNR		cancelled	50	SGD 680.00
8	Corp Sender	Sender 1	O-NNAJRN6JLVOO		cancelled	50	SGD 680.00
9	Corp Sender	Sender 1	O-YZN6GTOP193M		accepted	50	SGD 680.00

The generated results can also be downloaded in the form of a PDF, Excel and CSV file, by clicking on the ‘Export’ link as indicated on the screenshot below.

Figure 39. Reports, Download - Centric Reports

Yojee

CREATE ORDER

Dispatcher 3

OrdersOrders ItemsDriversTransfers ReceivedTransfers Sent

Order Report6m ago

Export

Please note that Date Range filter will be applied on Drop Off To Time (Commit Time).

Date Range2019-11-01 - 2019-11-30

Corporate NameAll

Corporate User NameAll

Order StatusAll

Submit

PDFBETAExcelCSV

	Corporate Name	Corporate User	Yojee Order ID	External Order ID	Status	Number of Items	Price
1	Corp Sender	Dispatcher 1	O-ILZP2LR86UIN		completed	50	SGD 680.00
2	Corp Sender	Sender 1	O-9RJYQHXS6CBH		accepted	50	SGD 680.00
3	Corp Sender	Sender 1	O-EXD96L9LTFRZ		accepted	4	SGD 52.00
4	Corp Sender	Sender 1	O-EZIVHPUTNHOT		cancelled	50	SGD 680.00
5	Corp Sender	Sender 1	O-G80XK2GUTX6S		cancelled	50	SGD 680.00
6	Corp Sender	Sender 1	O-KOO1FWOBSTWP		cancelled	50	SGD 680.00
7	Corp Sender	Sender 1	O-MQW6TI4XFPNR		cancelled	50	SGD 680.00
8	Corp Sender	Sender 1	O-NNAJRN6JLVOO		cancelled	50	SGD 680.00
9	Corp Sender	Sender 1	O-YZN6GTOP193M		accepted	50	SGD 680.00

1 - 9 of 9125

CHATHelp

Network

The Network Page allows the dispatcher to create and view hubs (such as a central warehouse of a business) and regions (geographical area of operations), on the system.

Figure 47. Network Page, View Zones

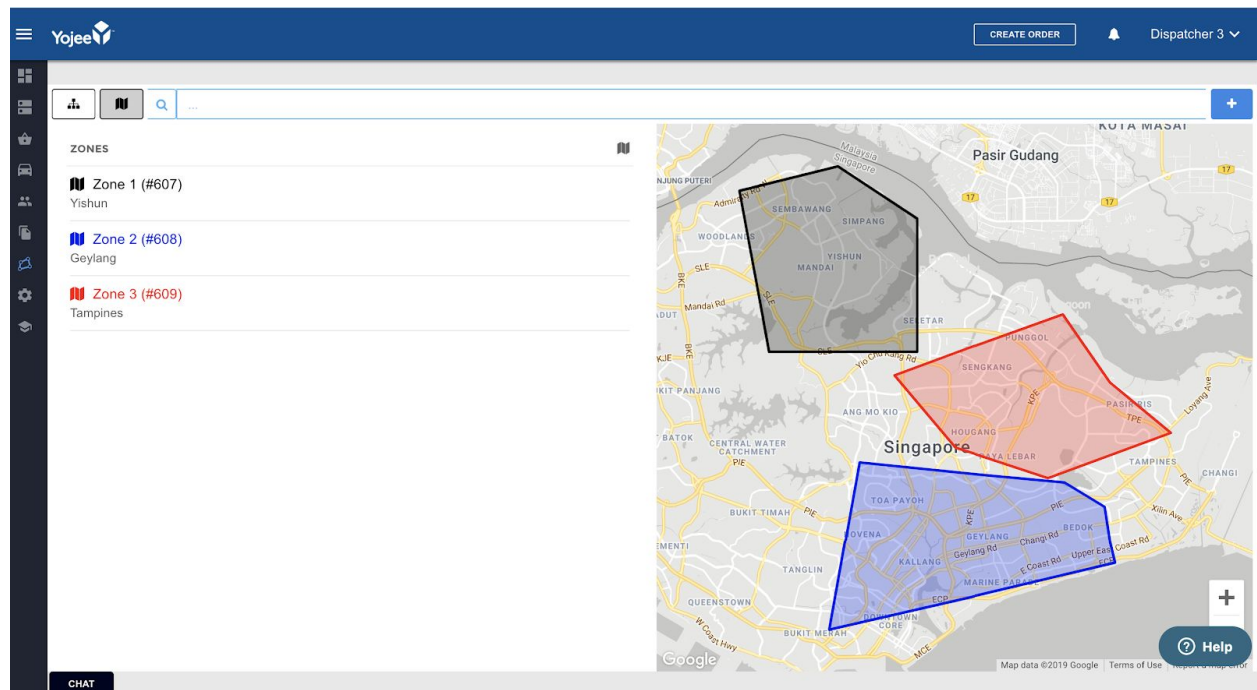


Figure . Network Page, View Hubs

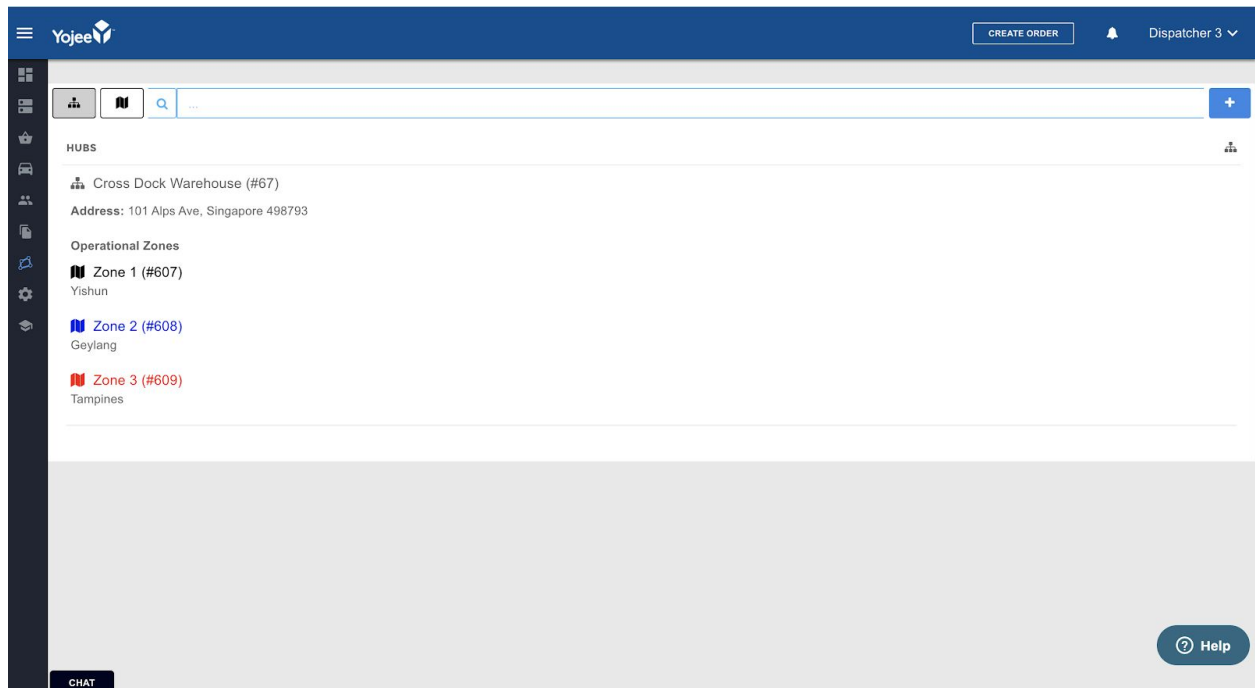
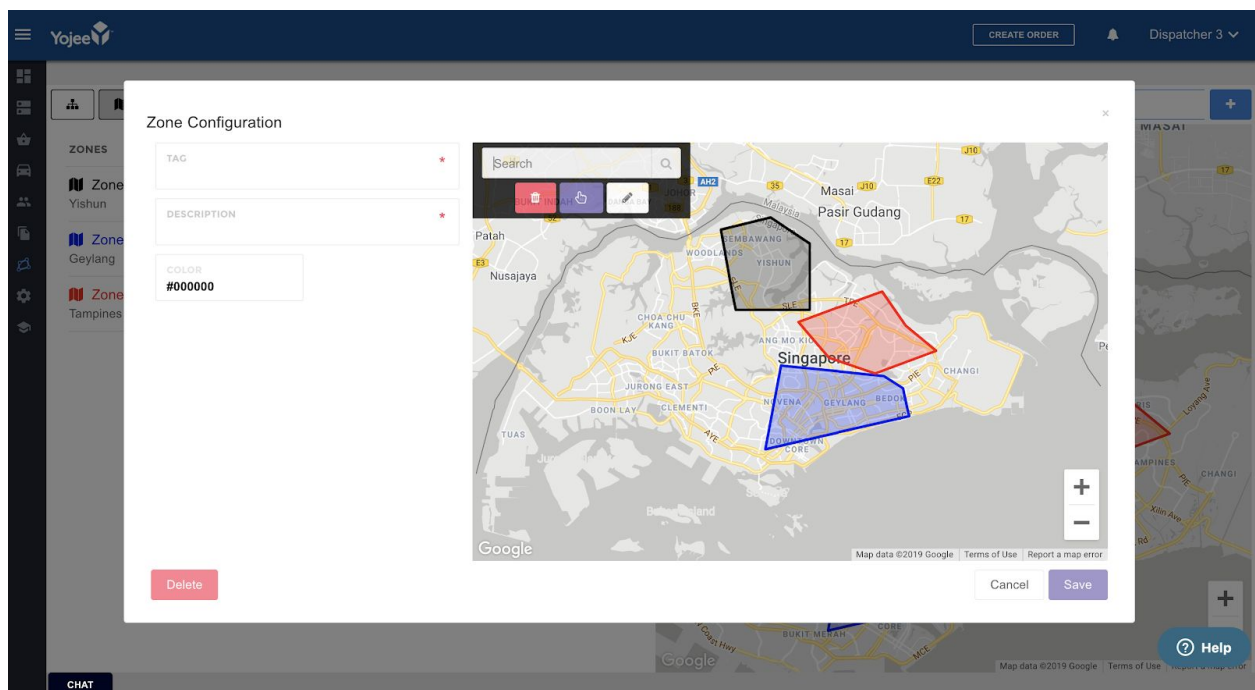


Figure . Network Page, Create Zone



Add a Region by clicking on the “+” sign in the top right of the Networks Page.
Define the Region by drawing the geographical area directly on the map using the drawing tools available

Figure 49. Network Page, Create Hub

Yojee

CREATE ORDER

Dispatcher 3

HUBS

Cross

Address

Operation

Zone Yishun

Zone Geylang

Zone Tampines

Hub Configuration

NAME

DESCRIPTION

ZONES

HUB TYPE

ADDRESS

Operational Hours


OPEN FROM

CLOSED BY

Delete

Cancel

Save



Map data ©2019 Google | Terms of Use | Report a map error

CHAT

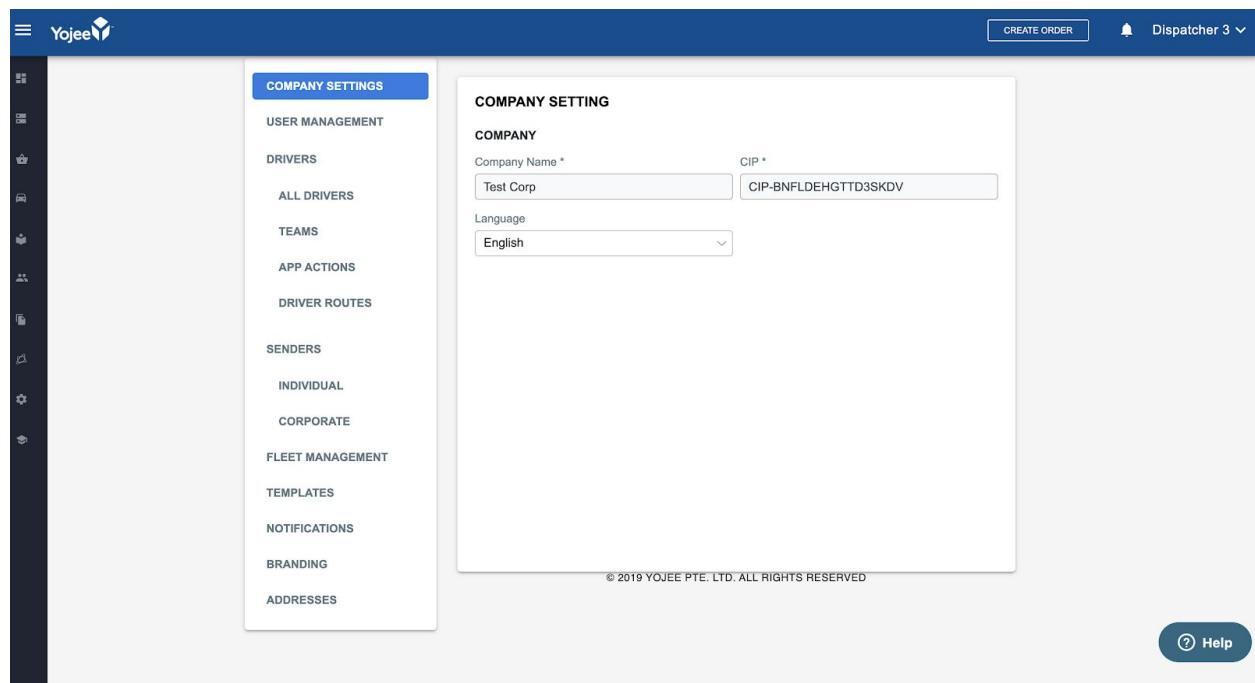
Help

Manage

Overview

The Manage Page allows dispatchers to configure their Dispatcher Interface.

Figure 40. Manage Page, Default View



The following sections are available on the Settings page:

- Company Settings
- User Management
- Drivers
- Senders
- Fleet Management
- Templates
- Notifications
- Branding
- Addresses
- Company Settings

The 'Company Settings' section provides details about your company, and your CIP number that is required to establish a connection with a Partners.

Figure 41. Settings Page

COMPANY SETTING

COMPANY

Company Name *

Test Corp

CIP *

CIP-BNFLDEHGTTD3SKDV

Language

English

User Management

Dispatchers can create new dispatcher access accounts or change the details and password of your existing dispatcher accounts.

Figure 42. Manage age, User Management

COMPANY SETTINGS

USER MANAGEMENT

DRIVERS

VEHICLE MANAGEMENT

SENDERS

CONTENT MANAGEMENT

TEMPLATES

ADDRESSES

USER MANAGEMENT

NAME	EMAIL	PHONE
Bean	nhi@yojee.com	+84832270405
Huong	huong+knstaging@yojee.com	+6512232443
Jedi Tester		+6511111111
Oliver		+6581279559
Jackie		+61419132217
Geetha kn testing		+6522330099
Sahil		+6581877441
Anatoli Enriquez		+639152595957
KNLSI		+6356789
Corey		+60193927811
Harry		+61413134635
Vighnesh		+6590255170
Nikola		+38765956425
Aditya	aditya@yojee.com	+6582646978
Anu KN dispatcher	anukom+kn2dis@yojee.com	+6525678898
Geetha 2 dispatcher	geetha+kn2dis@yojee.com	+6534215567
Anu	anukom+dispatcherkn@yojee.com	+6512345678

CREATE USER

Full Name *

Email Address *

Phone Number *

+65

☐ Admin ☒ User

SAVE

Drivers

Figure 43. Drivers Page, All Drivers and Create Team

Add Driver

A driver can be added to the platform by adding their details in. Once the driver details are saved, the driver can then go ahead and download the driver app from their App Store using their SmartPhone device.

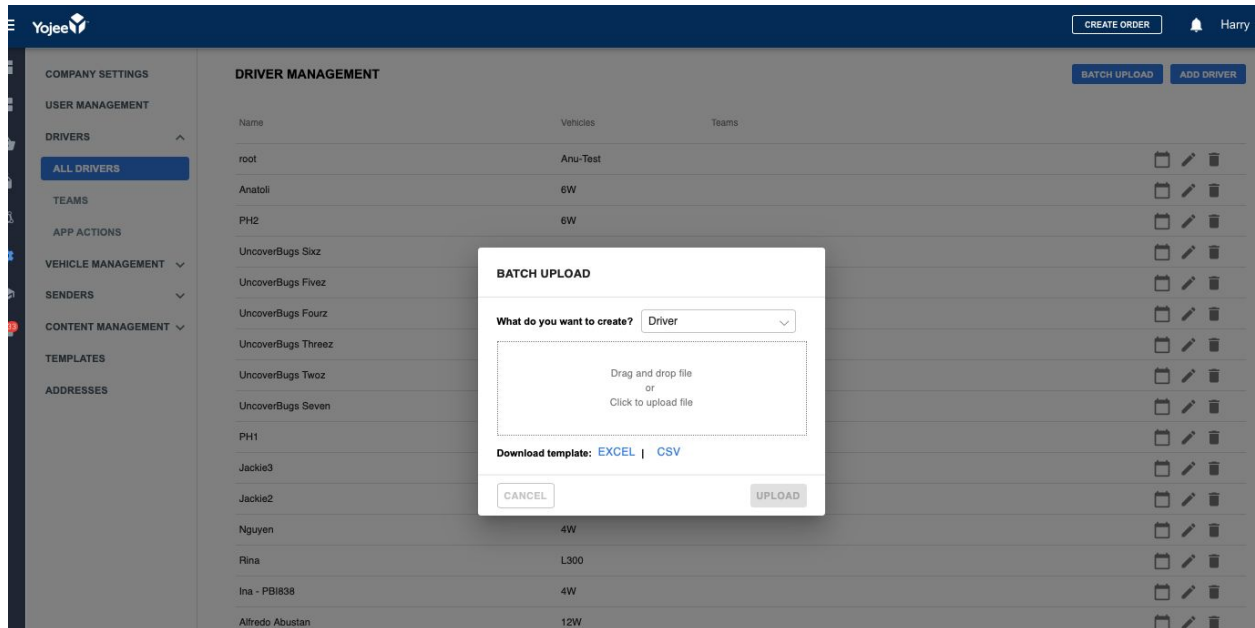
The screenshot displays the Yojee Drivers Management interface. On the left is a sidebar menu with categories: COMPANY SETTINGS, USER MANAGEMENT, DRIVERS (selected), TEAMS, APP ACTIONS, VEHICLE MANAGEMENT, SENDERS, CONTENT MANAGEMENT, TEMPLATES, and ADDRESSES. The 'ALL DRIVERS' option is highlighted. The main area is titled 'DRIVER MANAGEMENT' and contains a table of drivers. A modal window titled 'ADD DRIVER' is open, featuring the following sections:

- PERSONAL INFO**
 - Name * (text input)
 - Phone Number * (text input)
 - Email Address (text input)
 - Type of Transportation * (dropdown menu)
- IDENTIFICATION**
 - Identification Number (text input)
 - Identification Front (Choose Image button)
 - Identification Back (Choose Image button)
 - Driver License (text input)
 - License Front (Choose Image button)
 - License Back (Choose Image button)
- ☐ Use custom OTP Token to login to Driver App
- OTP Token (text input)
- SAVE button

The background table lists drivers with columns for Name, Vehicles, and Teams. Visible names include root, Anatoli, PH2, UncoverBugs Sixz, UncoverBugs Fivez, UncoverBugs Fourz, UncoverBugs Threez, UncoverBugs Twoz, UncoverBugs Seven, PH1, Jackie3, Jackie2, Nguyen, Rina, Ina - PBI838, Alfredo Abustan, and Corrina Ramos. Each row has edit and delete icons. The bottom of the page shows a '4W' status.

Batch Upload or Driver Details

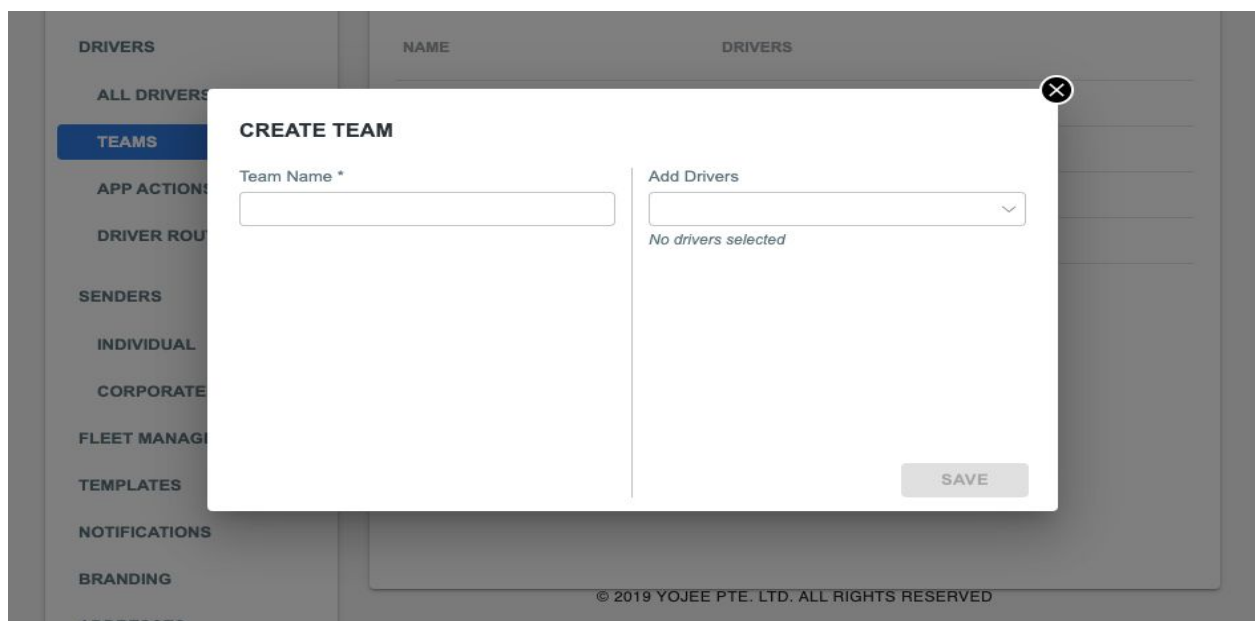
You can also Batch Upload the drivers details in order to set up multiple drivers at the same time using a EXCEL or CSV template.



Create Driver Teams

Create a group or a team of drivers that can be filtered by when in ITEMS- Explore screen.

This helps expedite the process of finding and assigning to a group within your fleet.



App Actions- Task Exceptions and Confirmations

Configure Proof of Pick Up and Proof of Delivery per item. Click on the “Add Action” button to add signature or photo proof of delivery. Upon saving, these configurations will be reflected on the Yojee driver mobile application (Driver App).

Add delivery exceptions to the Driver App to enable drivers to choose from a predefined set of reasons as to why a pick up or delivery failed.

Trigger the ability to capture the Start, the arrival and departure times for each task. Crucial in capturing wait times and each leg of a delivery.

You can also trigger the ability to add additional comments against each delivery when completed

Figure 44. Settings Page, Process and Functions Settings

DRIVER / APP ACTIONS	
STATUS ACTION Add Action	
STATUS TYPE Dropoff Completed	ACTION Upload Signature
STATUS TYPE Pickup Completed	ACTION Upload Photo
STATUS TYPE Pickup Completed	ACTION Upload Signature
STATUS TYPE Dropoff Completed	ACTION Upload Photo
TASK EXCEPTION Add Exception	
No task exceptions created.	
COMPLETING TASKS - NOTES	
<input checked="" type="checkbox"/> Allow Driver Notes Entry at Task Completion	
CONFIRMATIONS	
<input checked="" type="checkbox"/> Enable Driver To Confirm Arrival Time (Required to Submit)	
<input checked="" type="checkbox"/> Enable Driver to Confirm Departure Time (Optional to Submit)	
<input checked="" type="checkbox"/> Enable Driver To Confirm Start of Task (Required to Submit)	

Vehicle Management

Add all your asset profiles in order to be able to register the types of vehicles used in your fleet pool. These functions assist in determining which assets are used for certain deliveries and allocated to certain drivers.

The screenshot displays the Yojee Vehicle Management interface. On the left is a sidebar with navigation options: COMPANY SETTINGS, USER MANAGEMENT, DRIVERS, VEHICLE MANAGEMENT (expanded), FLEET MANAGEMENT, SENDERS, CONTENT MANAGEMENT, TEMPLATES, and ADDRESSES. The 'VEHICLES' section is active, showing a table of vehicle assets.

ID	PLATE NUMBER
578	PH003
577	PH002
576	PH001
575	UNCOVERBUGS 1237
574	UNCOVERBUGS 1236
573	UNCOVERBUGS 1235
572	UNCOVERBUGS 1231
571	UNC 1657
570	UNC 1543
569	UNC 1323

An 'UPDATE VEHICLE' modal form is open, allowing editing of vehicle details. The form is divided into 'VEHICLE INFO' and 'ADDITIONAL INFO' sections.

VEHICLE INFO

- Plate Number *: PH001
- Vehicle Make *: TRUCK
- Model *: IZUZU
- Type *: 6W (dropdown)
- Status: Inactive (toggle switch) / Active

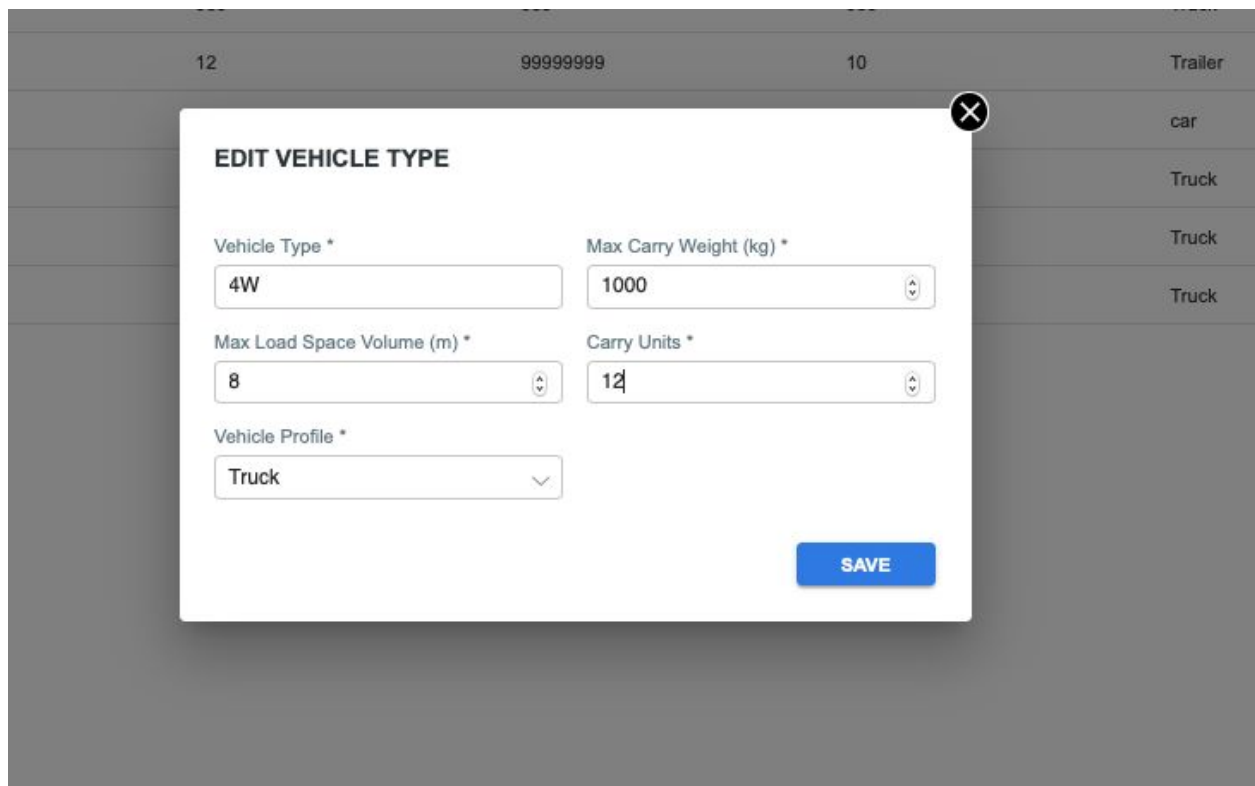
ADDITIONAL INFO

- Max Volume *: 12
- Max Weight *: (empty field)
- Max Units *: (empty field)
- Additional Tags: (empty text area)

Buttons for 'Default' and 'Custom' are present. A 'SAVE' button is at the bottom right of the modal.

Fleet Management

In this function you can add all your fleet assets inclusive of capacity measures. This will assist with planning the use of available capacity when assigning tasks to drivers. Its is also the type of vehicle that can be allocated to a Driver's profile whilst being set up.



The image shows a screenshot of a web application interface. In the background, there is a table with columns containing numerical values (12, 99999999, 10) and text labels (Trailer, car, Truck, Truck, Truck). Overlaid on this is a white modal window titled "EDIT VEHICLE TYPE" with a close button (X) in the top right corner. The modal contains five input fields: "Vehicle Type *" with the value "4W", "Max Carry Weight (kg) *" with the value "1000", "Max Load Space Volume (m) *" with the value "8", "Carry Units *" with the value "12", and "Vehicle Profile *" with a dropdown menu showing "Truck". A blue "SAVE" button is located at the bottom right of the modal.

Vehicle Type *	Max Carry Weight (kg) *	Max Load Space Volume (m) *	Carry Units *	Vehicle Profile *
4W	1000	8	12	Truck

SAVE

Senders

The Senders Page allows the dispatcher to add new senders, and view/edit details of existing senders.

Click on the “Add Sender” button from the Senders Page to create a new sender in the system. The default sender types for Yojee are Corporate, Corporate User and Individuals.

- Corporate – Company typically sending large volume
- Corporate User – Person working within the company typically sending large volume
- Individual – A person typically sending orders on an ad hoc basis

Figure 45. Senders Page, Add Corporate

CORPORATEADD CORPORATE

Search

NAME	PHONE NUMBER	CORPORATE USERS
Corp Sender	+6591111111	Sender 1

Rows per page: 10▼1-1 of 1<>

SENDERS

ADD SENDER

Search

Q

NAME	PHONE NUMBER	EMAIL
Sender 1	+6583111111	sender+1@yjee.com

Rows per page: 10

1-1 of 1

<

>

Content Management








Within the Content Management functionality, you can set up the following key requirements for;

- Notifications (SMS and Email)
- Dispatch Branding
- Structure your Proof of Deliveries

Notifications

Within notifications, you will find a group of options that you can trigger SMS or Email messages being sent out to a group of stakeholders. These messages can be sent to;

- Sender
- The Pick Up Stakeholder
- The Drop Off Stakeholder

NOTIFICATIONS				
SMS	SENDER	PICKUP PERSON	DROPOFF PERSON	
Dropoff Completed	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
Order Cancelled	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
Order Creation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Order Item Cancelled	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
Pickup Completed	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
Worker Accepted Task Group	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Worker Reassigned	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Within the SMS and or Email messages, you are also able to add your own messages in order to personalise the client experience with your own company script. This can be done using the pencil on the right hand side of each message type. (Subscription access may apply)

Dropoff Completed - EDIT

Available Variables

- `%{address_display}`
- `%{completion_time}`
- `%{name}`
- `%{tracking_number}`

From

Messages

Hello from Yojee

Your order has been successfully delivered.

Preview

Hello from Yojee Your order has been successfully delivered. We hope that you have a great time enjoying you order. Hope to hear form you again soon.

SAVE

Branding

Branding requirements can be conducted within the platform. This provide the client the ability to add their choice of;

- Colour Header
- Logo
- Favicon
- Image
- Button Colours

For a more personalized experience, you can update all the key requirements using this function and follow the prompts within the listed parameters to successfully configure the look of your Dispatch Platform.

BRANDING

COMPANY

Header Color *

#002B55

LOGO * Recommended size: 100x45px

750_original_yojee-new-logo.png?v=63758294115

Remove

Choose image

Recommended size: 100x45px

FAVICON * Recommended size: 100x45px

BANNER IMAGE * Recommended size: 1400x900px

order_banner.jpg

Remove

BUTTON COLOR *

Light

Proof Of Delivery

The Proof Of Delivery generated in the platform has a structure template and configuration already set which is aligned with industry standard data and layout. In the event that you wish to alter the layout, you can request for support and or make changes to the layout of your POD.

PODS

Version *

Jun 1, 2020 5:08 PM...

SAVE AS NEW

PREVIEW

SET ACTIVE

DELETE

```
1- <style type="text/css">
2- body {
3-   font-family: Arial;
4-   font-size: 11px;
5-   color: #2a3236;
6- }
7-
8- @media print {
9-   .pagebreak {
10-    page-break-before: always;
11-   }
12- }
13-
14- .POD {
15-   width: 565px;
16-   height: 812px;
17-   margin: auto;
18-   padding: 15px;
19- }
20-
21- .POD>.main-content>div {
22-   margin-bottom: 15px;
23- }
24-
25- .POD>.main-content>.company-logo-section {
26-   height: 40px;
27-   background-color: #d8d8d8;
28- }
29-
30- .POD>.main-content>.company-logo-section>.logo-img {
31-   height: inherit;
```

Once these changes can be made, you can then preview the POD template in order to visually see the selected layout. All Pods can include multiple signatures and photos for all events (Pickup and Dropoff).



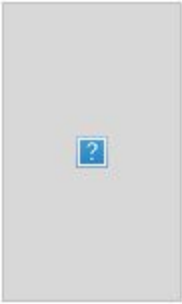
ORDER TRACKING Ext. Order ID: _____ Tracking Number: external_customer_id_1 Ext. Item ID 2: external_customer_id_2 Ext. Item ID 2: external_customer_id_3	ITEM DETAILS: Weight: 2kg Length: 2cm Width: 2cm Height: 152cm Volume: 234234
--	---

DESCRIPTION 234234	ADDITIONAL INFO 23423424
----------------------------------	--

TASK	DATE/TIME	COMMIT	ADDRESS	DRIVER	QTY	SIGNATURE & PHOTO
pickup		-	Vũng Tàu, Ba Ria - Vung Tau, Vietnam Vietnam Ba Ria - Vung Tau		10	Below 0

REFERENCE

SIGNATURE & PHOTO 0



Templates

Within this functionality, you are given the ability to choose between the set of data that you wish to use when processing the order CSV/EXCEL order forms .

On the left, you can click which data you wish to include and on the right you can trigger which data becomes Mandatory to include.

Please note that when a field is triggered as 'Required', it is compulsory to fill in this data prior to uploading into the Batch Up load functions when processing orders into Yojee. Without this data included, the CSV/EXCEL file will read an error message. All Template changes must be saved prior to downloading a new template to use.

You can avoid this from happening by adding all the key 'Required' data in all forms and then uploading into Yojee.

CUSTOMIZE UPLOAD TEMPLATE

DOWNLOAD CSV

ITEM DETAILS

☒ Description

Eg. 1 package

REQUIRED

☒ Payload Type

REQUIRED

☒ Weight

Eg. 5

REQUIRED

☐ Length

Eg. 50

REQUIRED

☐ Width

Eg. 40

REQUIRED

☐ Height

Eg. 40

REQUIRED

☒ Quantity

Eg. 1

REQUIRED

☒ Volume

REQUIRED

☒ Additional Info

REQUIRED

☒ Service Type

Eg. sameday

REQUIRED

☐ metadata

REQUIRED

PICKUP DETAILS

☒ Address Line 1

Eg. 77 Robinson Road

REQUIRED

☒ Address Line 2

Eg. #03-01

REQUIRED

<input checked="" type="checkbox"/>	Zipcode	Eg. 059405	REQUIRED	≡
<input checked="" type="checkbox"/>	State		REQUIRED	≡
<input checked="" type="checkbox"/>	From	Eg. 5/5/2020 14:00	REQUIRED	≡
<input checked="" type="checkbox"/>	To	Eg. 5/5/2020 18:00	REQUIRED	≡
<input checked="" type="checkbox"/>	Contact Name	Eg. Yojee Ops	REQUIRED	≡
<input checked="" type="checkbox"/>	Contact Phone	Eg. 6531591335	REQUIRED	≡
<input type="checkbox"/>	Contact Email		REQUIRED	≡
<input type="checkbox"/>	Contact Company		REQUIRED	≡
EXTRA INFO ≡				
<input checked="" type="checkbox"/>	External Item ID 1	Eg. YOJ-1234	REQUIRED	≡
<input checked="" type="checkbox"/>	External Item ID 2		REQUIRED	≡
<input type="checkbox"/>	External Item ID 3		REQUIRED	≡
ORDER DETAILS ≡				
<input checked="" type="checkbox"/>	Sender ID		REQUIRED	≡

CANCEL
PREVIEW
SAVE
Support

You can find the 'Save button' at the bottom of the list as you scroll through to the bottom of the screen.

Addresses

In Addresses you can upload the longitude and latitude of any addresses you wish to set up as a drop down option when creating an order and adding in your address to collect or drop off to.

This process will also help with making sure the address is geo coded and captured correctly by the mapping system which works in the background and sometimes presents you with an issue reading the address.

EDIT ADDRESS

META INFORMATION

ID (used for searching)

10000061

Pickup

Dropoff

Latitude

14.5963084

Longitude

120.976662

ADDRESS DETAILS

Address line 1 *

Suite 303 3rd Floor Singson Building, Plaza Moraga, Binondo, Manila Manila City, 10

The coordinates entered above will determine the actual location.

Address line 2

City

State

Postal code

Country

Philippines

CONTACT DETAILS

Name

NYL STORE

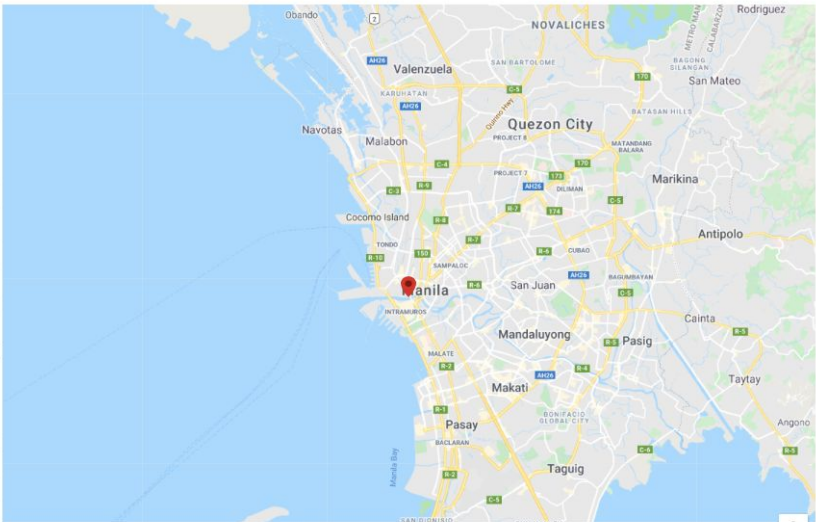
Company

NYL STORE

Phone

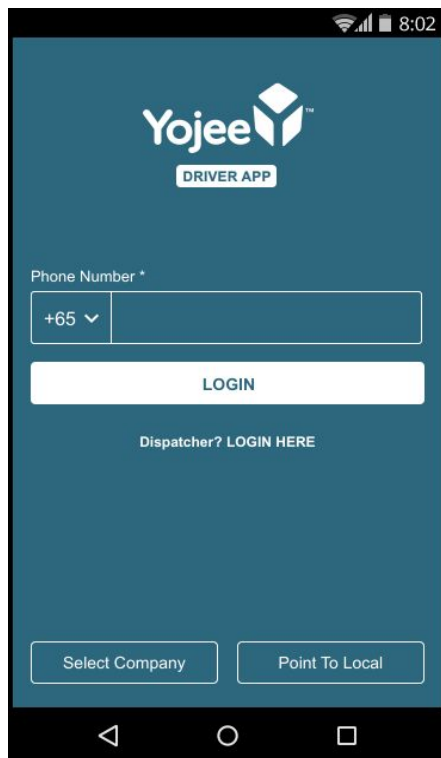
9328833086

Email



SAVE

Figure 33. Drive Yojee V2., Login



The screenshot shows the login interface of the Yojee Driver App. At the top, the status bar displays signal strength, battery level, and the time 8:02. The app's logo, 'Yojee' with a cube icon, and 'DRIVER APP' are centered. Below this is a 'Phone Number *' label. A dropdown menu shows '+65' with a downward arrow, followed by an empty input field. A white 'LOGIN' button is positioned below the input field. Underneath the button, the text 'Dispatcher? LOGIN HERE' is displayed. At the bottom, there are two buttons: 'Select Company' and 'Point To Local'. The Android navigation bar is visible at the very bottom.

Figure 34. Drive Yojee V2., Enter OTP

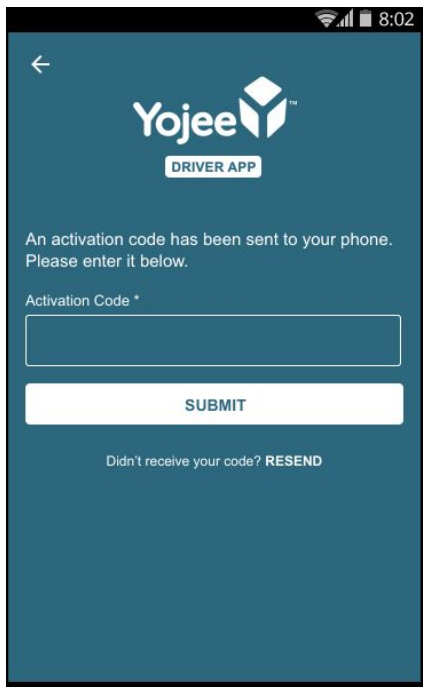
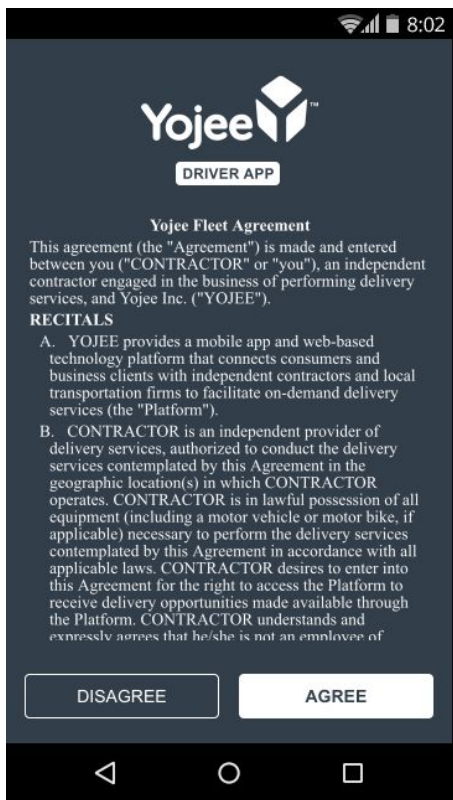


Figure 35. Drive Yojee V2, Term and Condition page



After logging into the application, select your vehicle type. Vehicle types will be determined by the Dispatcher in the Dispatch Application.

Task Execution

To start delivery, click “Accept” on the incoming task notifications, as shown below.

Note: Tasks that are not accepted within 20 minutes of assignment will no longer be able to be accepted by the driver. These tasks will automatically be returned to the Unassigned tab in the Dispatcher Interface.

Figure 36. Drive Yojee V2., Incoming Task Group Notifications

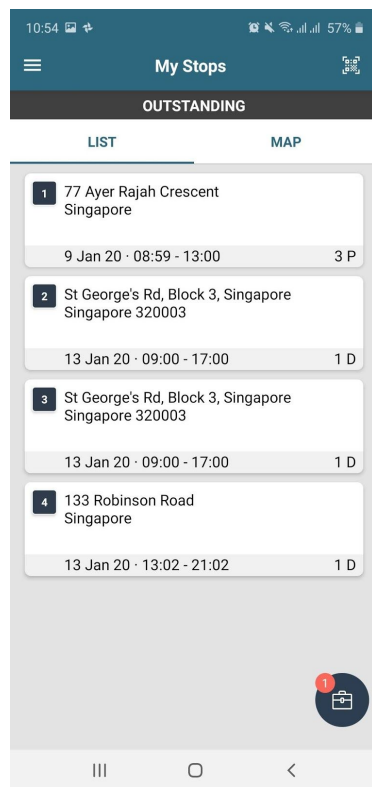
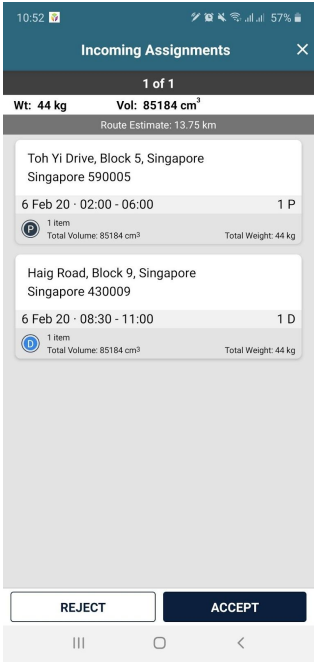


Figure 37. Drive Yojee V2. Open task from notification



On acceptance of tasks, they will be listed in the Task List. The tasks will be sequenced in the optimum sequence to meet time windows in the least possible time. Each task can be Completed or Reported (delivery exceptions).

Figure 38. Drive Yojee V2., Task List

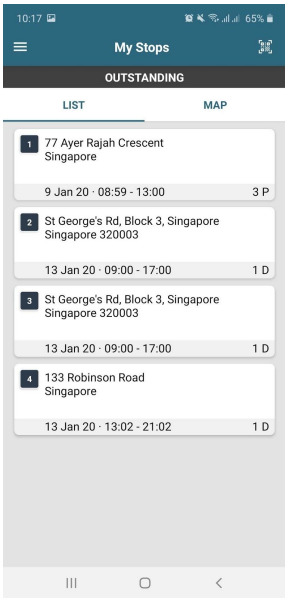


Figure 27. Drive Yojee V2., Task Details

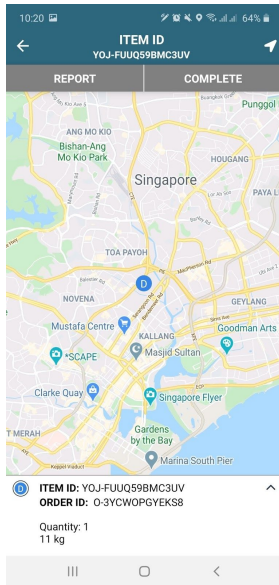
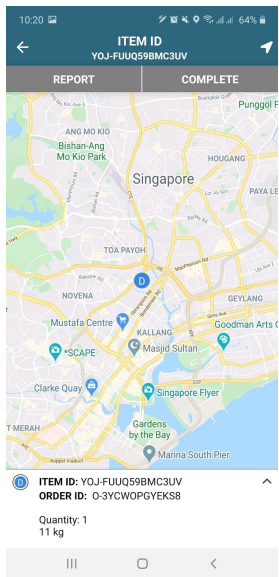


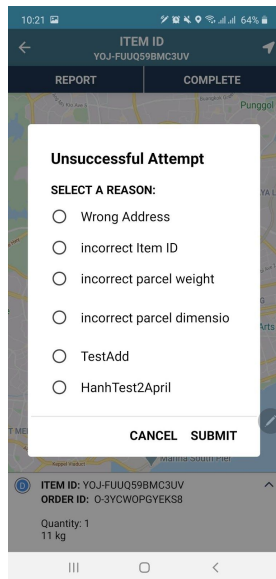
Figure 38. Drive Yojee V2., Task Details Expanded



Reporting Failed Tasks

If the Pick Up or Drop Off of the item has failed, the driver has the ability to report the task. The reasons displayed for reporting can be configured by the dispatcher in the [Task Exceptions](#) section of the Dispatcher Interface [Settings](#) page, however, the driver can also choose the “Other reasons” option to enter a different reason to those already configured.

Figure 39. Drive Yojee V2., Reporting Failed Pick Up



Task Completion with Electronic Proof

If a driver chooses to complete the task by clicking on the “Finish” button, they will be prompted to either upload a photo or signature or both. This configuration is set by the dispatcher in the [Process and Functions Settings](#) section of the [Settings](#) page.

Figure 40. Drive Yojee V2., Uploading Photo Proof



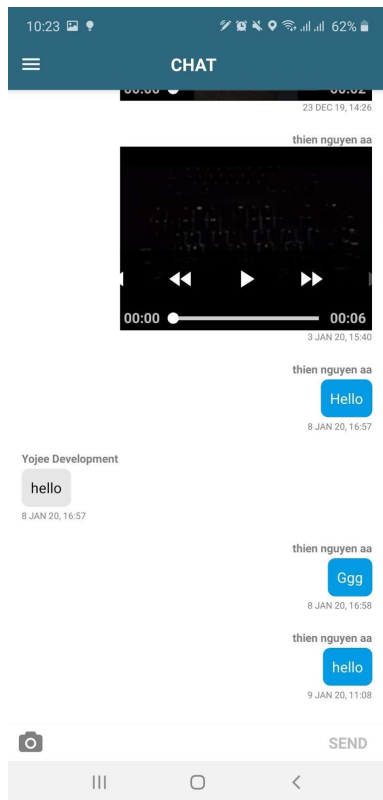
Figure 31. Drive Yojee V2., Uploading Signature Proof

The image displays two side-by-side screenshots of the Drive Yojee V2 mobile application interface, specifically the 'NAME & SIGNATURE' screen. Both screens show a status bar at the top with the time 10:21 and 63% battery. The left screen shows the 'NAME & SIGNATURE' header with a back arrow and a 'CANCEL' button. Below the header is a text input field labeled 'Type Recipient's Name...' with 'OPTIONAL' text to its right. The right screen shows the same interface but with a signature drawn on the screen. Below the signature is a 'CLEAR SIGNATURE' button. At the bottom of both screens is a 'CONTINUE' button. The bottom of the left screen shows a navigation bar with three icons: a list icon, a square icon, and a back arrow. The bottom of the right screen shows a navigation bar with three icons: a list icon, a square icon, and a back arrow.

Chats

The driver is able to communicate with the dispatcher of the same company via the chat page. The Driver App. and the Dispatcher Interface will maintain a log of all conversations between the driver and the dispatcher(s) of this company.

Figure 40. Drive Yojee V2., Chat with Dispatcher

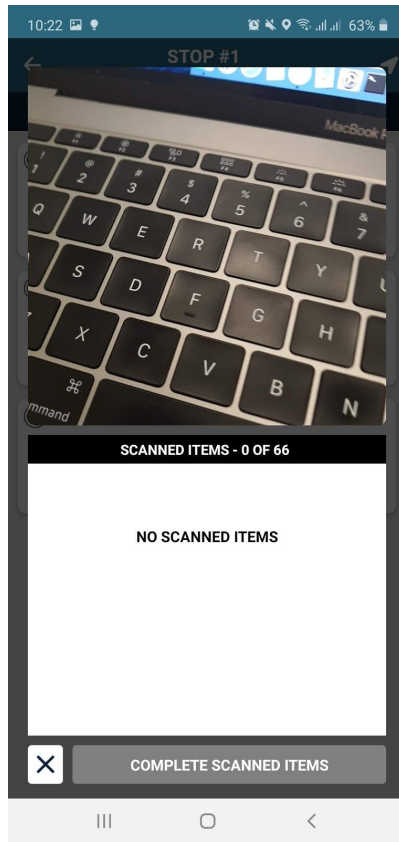


Scanning

The scanning feature can be used by drivers to automatically scan the QR code on the item waybill, and submit the completion of the pick up or delivery task. Once scanned, the respective pick up or drop off task will disappear from the driver's task list.

If there are any submissions of electronic proof required at this point (photo and/or signature), the driver will be prompted to submit them after scanning the QR code on the waybill, and before completion of the pick up or drop off task.

Figure 41. Drive Yojee V2., Scanning QR Code on Waybill

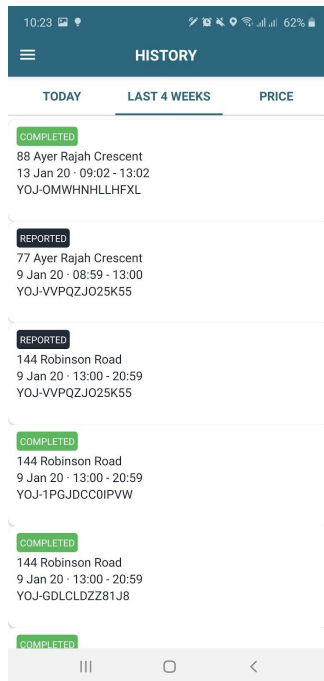


View Task History and Status

Completed and reported tasks (highlighted in red) are displayed on the History page of the driver app.

Tasks are listed under the following tabs - 'Today', 'Last 7 days', 'Last 4 weeks'.

Figure 42. Drive Yojee V2., History of Tasks



For a quick overview on the driver's tasks for the day, they can navigate to the 'Status' tab of the Tasks page. The number of completed tasks, reported tasks, and pending tasks for the day are displayed here.

Driver Profile

The driver app. Profile page provides the ability for the driver to perform the following actions:

- Go 'on-duty' or 'off-duty' - please note that a driver can go 'off-duty' only if he/she has no more incomplete tasks on his/her task list.
- Change vehicle type (drivers will first have go 'off-duty' and 'on-duty' again, before they can change their vehicle selection.
- Upload profile picture
- Upload identification
- View performance statistics over the following time periods - 'Today', 'Last 7 days', and 'Last 4 weeks'.

Figure 43. Drive Yojee V2., Driver Profile

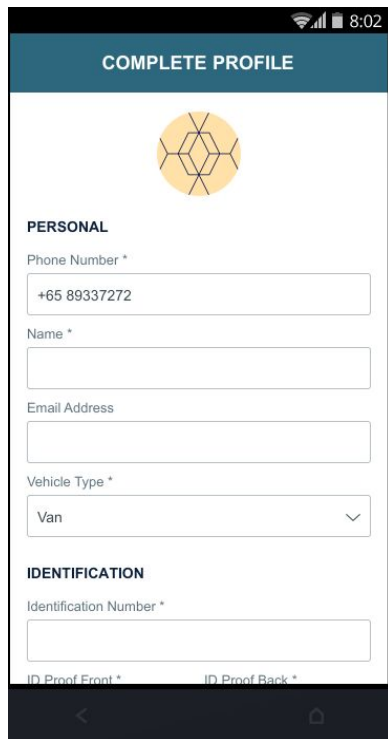


Figure 44. Drive Yojee V2., Driver Profile Update

