



# Driver Handbook

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## **1. Aerial Dispatch Rules**

### **1.1 Dispatch Rules**

All work is dispatched following the same rules, looking first in the area, then via GPS search and then the cover screen. Any job with certain conditions will only be offered to a taxi that is capable of doing the work. The lead time for job offers and the size of the GPS rings vary depending on the area the taxi is plotted into.

During peak hours the lead in times and GPS rings are modified slightly to assist in picking up the most passengers as quickly as possible.

The basic order of dispatch is as follows:

- Rank Preference (if applicable)
- Dispatch from Area
- GPS Search
  - GPS Ring 1
  - GPS Ring 2
  - GPS Ring 3
- Show on Limited Cover
- Expand Cover

#### **1.1.1 Rank Preference**

Areas which have a specified rank, require taxis to drive to the rank for priority dispatch of bookings. If there are no cars logged onto the rank then the system will look in the rest of the area.

#### **1.1.2 Dispatch from area**

A job being offered in an area will go to the car that is number one in the area. If this car does not accept it, the job will be offered to the next car in the queue and so on.

If there are no vacant cars in the area, or none with the right conditions to do the job then the job will progress to the next stage.

#### **1.1.3 GPS Search**

The system now searches for a taxi based on the taxi's proximity to the job.

If only one taxi is within range then that taxi is offered the job. If there are more than one taxi within range then the taxi that has been vacant the longest will be offered the job. This time is measured by your GPS age, which is shown on the MDT.

If no car is found within the first circle then the GPS circles are expanded.

#### 1.1.4 Cover Screen

Jobs that are not offered to cars will end up on the cover screen. Initially when jobs progress to the cover screen they will not be displayed unless a taxi is within a limited range. If no taxi bids for this job then the range is extended.

Drivers can bid for jobs on the cover screen without risking their position in their current area queue. Jobs that are on the cover screen will continue to be offered to any taxi that becomes vacant either in the area or within the GPS ring.

#### 1.1.5 Advance bookings

When the Advance Bookings option is activated, jobs that have been pre-booked will appear on the Advance Bookings screen at a pre-determined time before the booking is due to be dispatched. Drivers then bid on these jobs and if successful, the booking will be held for that driver and offered at the dispatch time.

### 1.2 Rejecting work

If a driver rejects a job by not accepting it when it is offered, the taxi will be automatically removed from the area queue. The driver's GPS time will also be reset to zero, which therefore limits the chance of being offered work. The driver will then have to manually plot back into an area.

## 2. MTData Introduction

The MTData in-vehicle computer comprises a touch screen, wireless keypad, hands-free microphone and speaker, which are all connected to a control unit. The control unit includes an internal GPS receiver and provides both PMR and GPRS communications back to the dispatch centre.

The touch screen is a high-temperature unit designed for in-vehicle use. It is used to display information to the driver and to select options and enter data as required.



Figure 1.MTData screen and keypad

The wireless keypad is designed to allow for the easy and fast selection of options and entry of data. Any function which can be performed via the touch-screen can also be done using the keypad. The keypad includes numbered keys 0-9, \*, #, [▶], [◀], [▼] and [▲] and OK buttons, plus six coloured option buttons. These coloured buttons are used to access the corresponding options, which are displayed on the touch-screen.

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**i** Each keypad is electronically matched to its control unit. It is not possible to swap keypads between vehicles without first mating the keypad with the control unit.

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The hands-free microphone is used when you are communicating by voice with the call centre. The speaker is used to produce audible alerts when bookings are received or there is a status change, which affects the vehicle/driver. It is also used when you are communicating by voice with the call centre.

### 3. General Operating Instructions

To power on the unit, press the [OK] button on the keypad or the [Power On/Off] button on the screen. The unit will power on and start loading its application program. This will take approximately 45 seconds and will display the driver terms and conditions screen once it is complete.

The keypad is battery powered and has a range of approximately 50 metres, but will vary depending on the number of obstructions in its communications path. Its internal batteries charge when it is placed in its specially designed cradle. When the keypad's internal batteries are running low it will generate a low battery alarm to warn the user to return the keypad to its cradle for charging. When a key is pressed it will beep to signify the control unit has received the message.

#### 3.1 Display Controls

The screen includes a number of buttons, which can be used to adjust the display to suit the ambient light conditions. The buttons left to right are:

The [Full Brightness] control sets the display to full brightness.

The [Increase Brightness] control increases the display brightness.

The [Decrease Brightness] control decreases the display brightness.

The [Automatic Brightness] allows the screen to automatically adjust its brightness setting based on ambient light conditions.

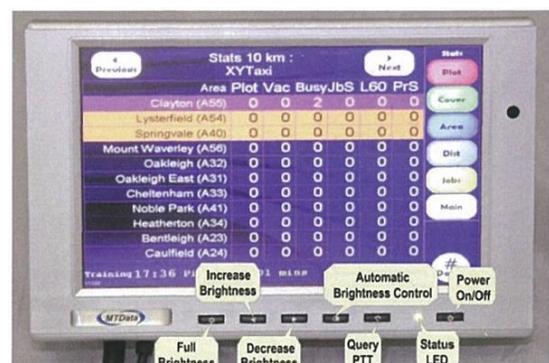


Figure 2. Screen controls

The **[Query PTT]** button can be used as a push-to-talk **[PTT]** button when on the query channel.

The **[Power On/Off]** button is used to switch the unit and screen on, but only the screen off. To depower the unit fully, the appropriate menu option must be selected.

### 3.1.1 Status LED

When the Status LED is green it indicates the display is in auto-brightness mode. Pressing the "Automatic Brightness Control" button puts it in this mode. The screen will start up in this mode automatically.

If the user manually changes the brightness using either "Full Brightness", "Increase Brightness" or "Decrease Brightness" controls, then the LED will change to orange to indicate it is in manual brightness control mode.

Once it is in manual mode, the "Automatic Brightness Control" button needs to be pressed to return it to auto-mode.

## 3.2 Cleaning & Maintenance

It is important to remove fuses before any electrical or panel-beating work is performed on the vehicle.

The touch screen surface should be kept free of dust, dirt or any other foreign material. Presence of any of these can affect the screen's optical properties, as well as possibly scratch the surface, causing permanent damage.



**It is very important that the touch screens are NOT cleaned with chemical cleaners, as these will cause permanent damage to the screens. Only special touch screen cleaning wipes should be used to clean the screens.**

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Maintenance and servicing (including de-installation and re-installation) of the MTData equipment must only be performed by authorised service agents.

## 4. Screen Layout

The MTData screen is divided into three functional areas as shown.

The *options buttons* are used to access the system features and navigate through the various menus.

The *status line* provides important status information to assist the driver.

The *display area* is used to show operational information such as bookings, maps and statistics.

#### 4.1 Status Line Information

The Status line provides a range of information designed to assist the user. An example status line is shown in Figure 4.

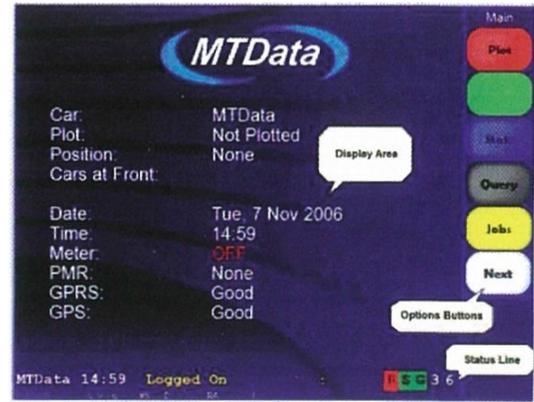


Figure 3. Screen layout

Reading left to right, the information included in the status line is as follows:



Figure 4. Status line

- Vehicle Number: The number or call-sign used to identify the vehicle.
- Time: The current time provided by the GPS receiver.
- Status: The current vehicle status (logged off, logged on, plotted, GPS, booked, or picked up).
- Radio Signal Indicator: The radio signal indicator will display in green if radio is working, red if it is not. (When on the query channel, the radio indicator will always be displayed in red because no data is being received).
- GPRS Signal Indicator: The GPRS signal indicator will display in green if GPRS is working, red if it is not.
- GPS Signal Indicator: The GPS signal indicator will display in green if GPS is working, red if it is not.
- Received Data (RX): The received data counter will count between 0 and 9 and will increment each time the unit receives a valid data message from the system.
- Transmitted Data (TX): The transmitted data counter will count between 0 and 9 and will increment each time the unit transmits a data message to the system.

## 5. System Functions



The *Main Menu* provides the following options:

Plot: Allows the user to plot into areas to receive bookings.

Cover: Displays holding work located in the vicinity of the vehicle.

Stats: Displays statistical information for each area such as the number of vehicles and jobs in each.

Query: Provides access to a voice operator for assistance.

Jobs: Displays details of all jobs received since logon.

Next: Provides access to additional options.



The *Next* menu provides the following options:

Msgs: Displays details of all messages received since logon.

Map: Provides access to mapping for vehicle and job location.

Tech: Provides access to technician functions.

Log off: Allows the user to logoff and depower the unit at the end of their shift.

Main: Returns to the Main menu.

### 5.1 Driver Logon

To access the Aerial dispatch system you must logon to the system when the driver logon screen is shown as in Figure 7. Enter your driver number using the keypad or touch screen followed by **[OK]**. If an error is made, use the **[Clear]** option to clear all entries and start again or the **[Delete]** key to erase the previous entry.

Once your driver number has been entered, your PIN must be entered as shown in Figure 8. Enter your PIN using the keypad or touch screen followed by **[OK]**. If an error is made, use the **[Clear]** option to clear all entries and start again or the **[Delete]** key to erase the previous entry.



Figure 7. Driver logon screen

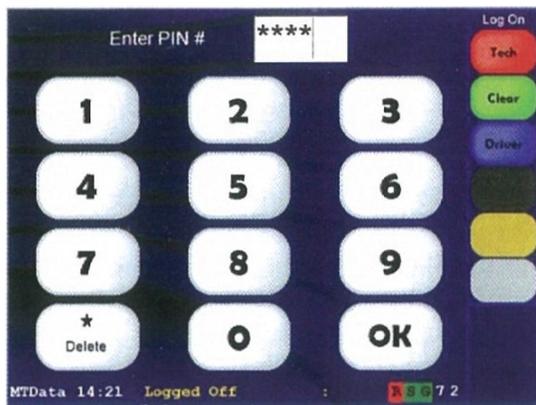


Figure 8. Driver PIN screen

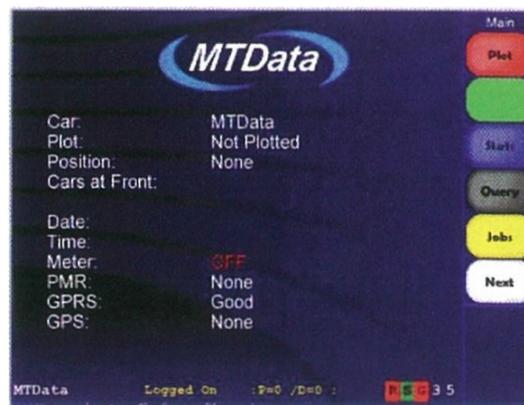


Figure 9. Main Menu display

A successful logon will result in the *Main Menu* being displayed as shown in Figure 9.

A logon will be unsuccessful if an invalid driver number or PIN is entered.

## 5.2 Plotting

To receive computer dispatched bookings, a vehicle must be plotted into an area or available for GPS work. Selecting the **[Plot]** function from the Main Menu will display the *Plot Menu*.

The plot display will show your working areas along with the location and direction of travel of your vehicle. In this example the vehicle is not currently plotted and is located in area 18 (highlighted in purple).

There are a number of ways in which to plot into an area using either the keypad or touch screen.



Figure 10. Plot display

### 5.2.1 GPS Available / Off-Duty

Once plotted into an area, a user is automatically available for bookings dispatched using GPS. A driver can elect to become available for GPS dispatched bookings only (*Available*) or can go Off Duty.

The **[Available]** option can be used to become *GPS Available* when first logging in, after rejecting a booking, or after being plotted into an area. It can be selected to deplot and become *GPS Available* only.

If a driver is *GPS Available* the option to go **[Off Duty]** is provided. This can be selected if a driver does not wish to receive any more bookings.

### 5.2.2 Restricted Plotting

The Aerial dispatch system uses restricted plotting to control which areas can be plotted into from where. The areas, which can be plotted into, are shown highlighted compared to those, which cannot, as shown in Figure 11. If you plot into an area from outside of the plotting restriction boundary, you will be *Forward Plotted*. When *Forward Plotted*, you are not considered plotted in the nominated area and will not receive a plot position. Bookings will continue to be dispatched to you via GPS based on your actual location and you will be able to access cover jobs. When *Forward Plotted* the area will be highlighted in light blue (as shown in Figure 12) and as soon as you enter the plot restriction for the area, the plot message will automatically be sent through to the system and you will receive a plot position (Figure 13).

If you leave the plot restriction boundary for an area after being plotted, your screen will beep to warn you that you are now *Wide Plotted*. The plotted area will be displayed in red (Figure 14) and the status line will be highlighted to alert you of the change. Whilst *Wide Plotted* you are still treated as if plotted and you will continue to be dispatched bookings for a maximum of 3 minutes. During this 3 minute period a driver can return to within the plot restriction boundary and retain the plot position. If a driver does not return to the plot restriction within 3 minutes, the taxi will be automatically deplotted from the area and made GPS Available only.

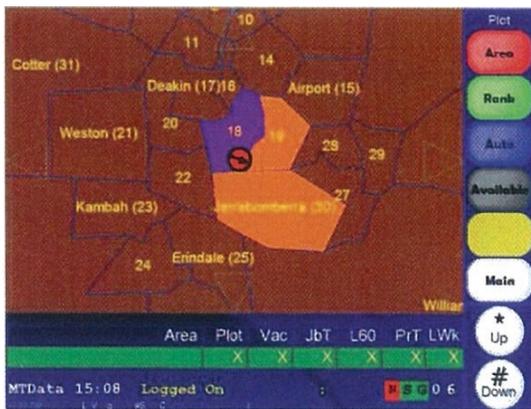


Figure 11. Restricted plotting areas



Figure 12. Forward Plotted

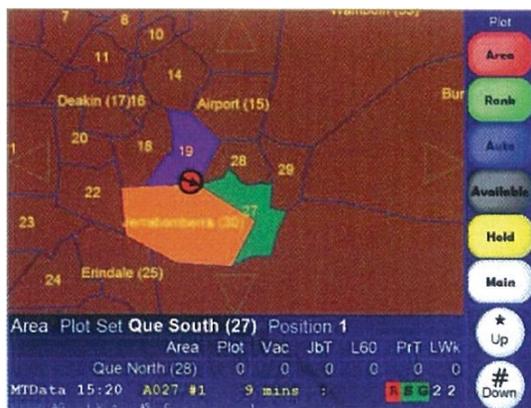


Figure 13. Automatic plot after Forward Plotted



Figure 14. Wide Plotted

### 5.2.3 Plotting Using the Keypad

The keypad can be used to plot into an area in a number of ways:

- To automatically plot into the area the vehicle is currently located in (if not already plotted) or to replot back into the plotted area, press the **[OK]** button when the *Plot Menu* is displayed.
- Select the **[Auto]** option from the *Plot Menu*. This will display a list of areas into which you are able to plot. Select one of the areas by pressing the corresponding numbered button on the keypad. The **[#Down]** and **[\*up]** option buttons are used to navigate down and up the list if the area list extends beyond one screen.

The plot information line will show you which area you have requested to plot into and will display the result once the response has been received from the system.

Once an area has been plotted into it will be displayed in the colour green as shown with area 18 in Figure 15.

### 5.2.4 Plotting Using the Screen

The touch screen can be used to plot into an area in a number of ways:

Select the **[Area]** option from the *Plot Menu* so the option button changes to **[Area#]**. When the **[Area#]** option is displayed it is possible to select an area to plot into by touching the corresponding area on the screen. The plot information line will show which area you have requested to plot into and will display the result once the response has been received from the system.

Once an area has been plotted into it will be displayed in the colour green as shown in Figure 15.

Select the **[Auto]** option from the *Plot Menu*. This will display a list of areas into which you are able to plot. Select one of the areas by pressing the corresponding numbered button on the screen, as shown in Figure 16.

The **[#Down]** and **[\*up]** option buttons are used to navigate down and up the list if the area list extends beyond one screen.

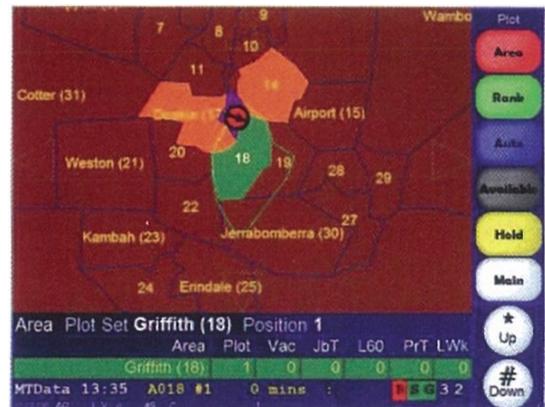


Figure 15. Plot area example

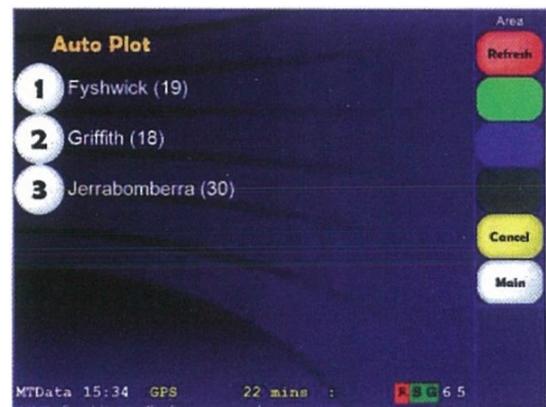


Figure 16. AutoPlot display

The plot information line will show you which area you have requested to plot into and will display the result once the response has been received from the system.

Once an area has been plotted into it will be displayed in the colour green as shown in Figure 15.

Select the **[Area]** option from the *Plot Menu* so the option button changes to **[Area#]**. Select the **[Area#]** option to display a keypad as shown in Figure 17. Enter the required area number followed by **[OK]**. If you make a mistake, press **[Delete]** to erase the last entry or **[Clear]** to erase all entries and start again.

The plot information line will show you which area you have requested to plot into and will display the result once the response has been received from the system.



Figure 17. Plot area keypad display

### 5.2.5 Accepting a Booking

When a booking has been allocated to a suitable vehicle the full details will be sent to the successful vehicle only. The computer will generate an audible alert when a booking offer is received and will display the message shown in Figure 18.

If the booking offer is not accepted by pressing **[OK]** on the screen or keypad (whilst in its cradle) within 15 seconds, then it will be considered to have been rejected and will be offered to another vehicle.

Also, bookings can be accepted using the keypad when it is out of the cradle. To do so the **[OK]** button must be pressed within the 15-second job offer period.

In this case, the booking must also be confirmed by either returning the keypad to the cradle and pressing **[OK]** or pressing **[OK]** on the screen within another 60 seconds. If this is not done, the booking will be considered to have been rejected and will be offered to another vehicle.

If a booking is rejected you will be deplotted and your GPS waiting time will be set to zero. You will not receive any further bookings until you replot or become GPS Available.

Once a booking has been accepted the full details of the job will be sent through to the car as described in section 5.7.

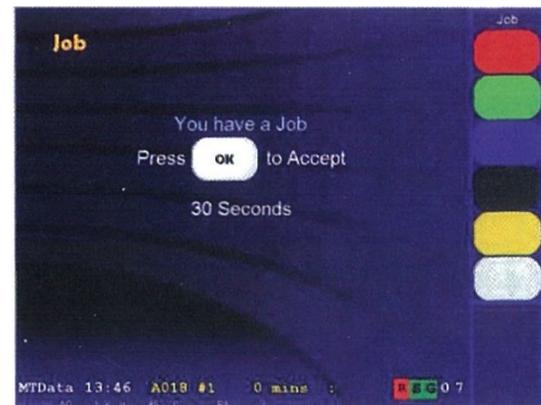


Figure 18. Booking offer display

### 5.3 Cover

Selecting the **[Cover]** option from the *Main Menu* will show the *Cover Jobs* display. This screen will list any holding bookings located in the vicinity of your vehicle.

Each available booking which matches your vehicle's attributes will be displayed with a number. To select a booking from the list, press the button corresponding to the required booking.

Available bookings will be displayed with the pickup suburb, conditions and whether the booking is a time booking (Ⓢ) or has any customer ringbacks (Ⓢ).

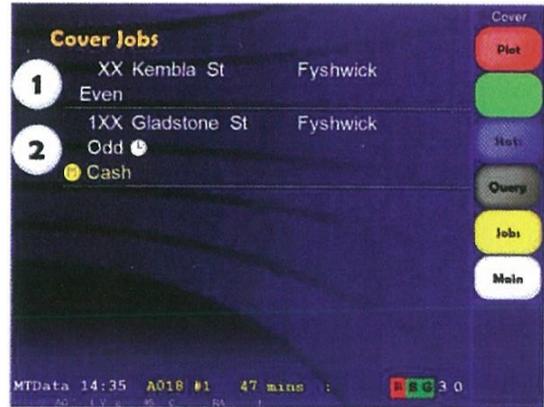


Figure 19. Cover job display

### 5.4 Advance bookings

#### 5.4.1 Introduction

The advance booking option allows nominated bookings to be displayed to drivers well in advance of the standard booking dispatch time. Drivers can view and request available advance bookings from a specialised display in a similar way to cover jobs. The important difference is that the advance booking is **NOT** dispatched to the driver at this time; it is simply reserved for preferential dispatch to the driver at the booking's dispatch time. If the driver subsequently rejects the booking offer, it will then be dispatched according to the standard dispatch rules for the area of the job.

#### 5.4.2 Driver operation

Access to advance bookings is controlled via a drivers' logon pin. Drivers who are able to view advance bookings can do so by selecting **[Next]** from the main menu and then **[Adv Book]** as shown in Figure 20 and Figure 21. The advance-booking screen can be viewed as long as a driver is logged onto the system (i.e. they do not have to be available for work or plotted).

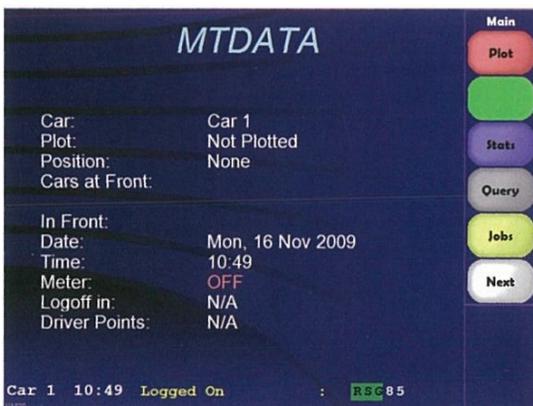


Figure 20. Driver Main Menu Display

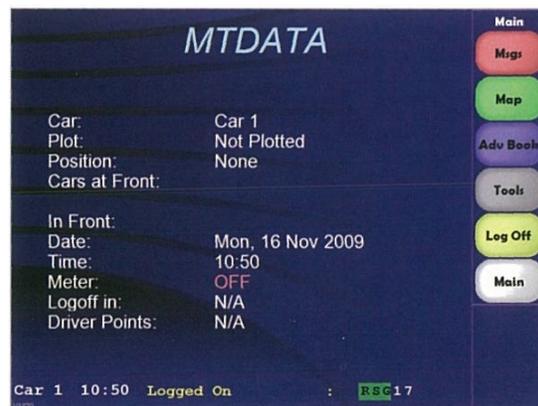


Figure 21. Driver Next Menu Display

This will display the advance bookings screen as shown in Figure 22.

The advance bookings and cover jobs display will provide toggle buttons to allow the user to easily and quickly switch between the two screens as shown in Figure 23 and Figure 24.

If there are new advance bookings available to be viewed by the driver the status line will show the AB icon as shown in Figure 25. Once the driver has viewed these jobs, the icon will no longer be displayed and will only be redisplayed when there are new advance bookings available to be viewed.

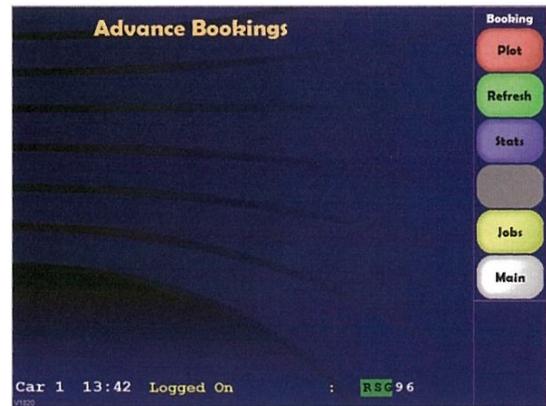


Figure 22. Advance Booking Display

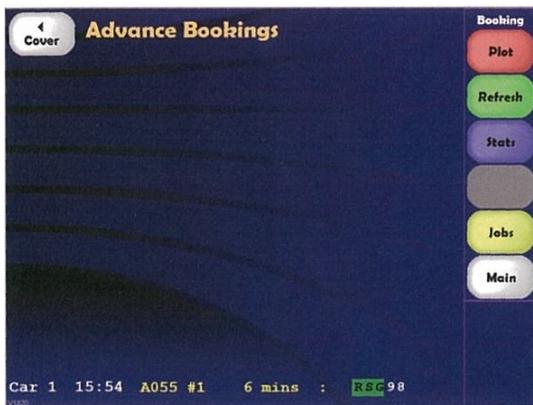


Figure 23. Advance Booking Display - Cover Toggle

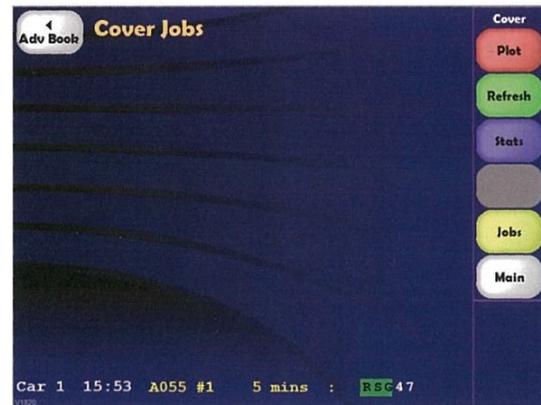


Figure 24. Cover Display - Advance Booking Toggle



Figure 25. Advance Booking Indicator

The advance bookings menu will display a list of available bookings shown in Figure 26.

When viewing in the current advance bookings, new bookings will be added to the end of the list as they become available. The **[Refresh]** option will re-sort the list in date/time order. If there is more than one page of available advance bookings, the **[\*up]** and **[#Down]** options can be used to navigate through the list.



Figure 26. Advance Bookings List Display

Note: Only the following fields will be displayed on the advance booking screen:

1. Pick up suburb
2. Pick up time and date
3. Condition aliases
4. Job fleet name

To request an advance booking you must select the number corresponding to the required booking from the displayed list of available bookings. As bookings are taken by other drivers, they'll be greyed out and cannot be requested by other drivers. The **[Refresh]** option can be used to update the list of bookings.

When an advanced booking has been successfully requested by a driver a message with the booking details will be sent as shown in Figure 27.

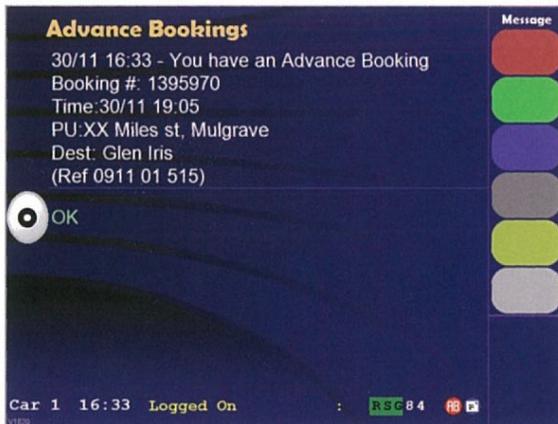


Figure 27. Advance Bookings Details Message

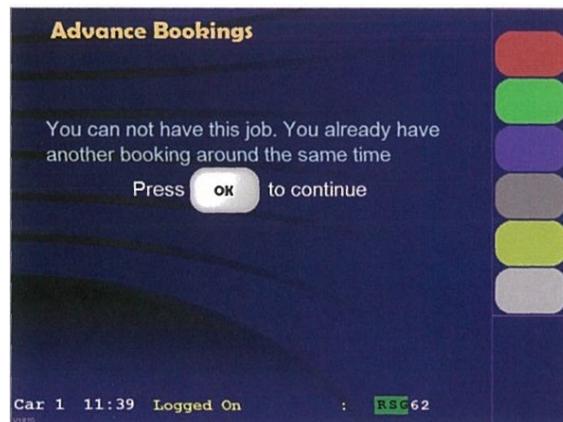


Figure 28. Advance Booking time Restriction

To prevent drivers from stacking multiple successive advance bookings they will only have access to one advance booking in any set period. If a driver requests more than 1 booking within this period, a message as shown in Figure 28 will be displayed.

**Note: The minimum time between bookings only applies to advance bookings; it does not take into account any existing "assigned" or "prescribed" jobs.**

When a driver logs on to the system, a summary of upcoming "assigned" bookings as shown in Figure 29 will be provided. These will include advance bookings requested by the driver (identified by an [A]), prescribed jobs (identified by a [P]) and other assigned jobs. These jobs will be sorted in date/time order.

If an advance booking is subsequently cancelled by the customer, the driver will be advised with a message as shown in Figure 30.



Figure 29. Driver Assigned Booking Summary

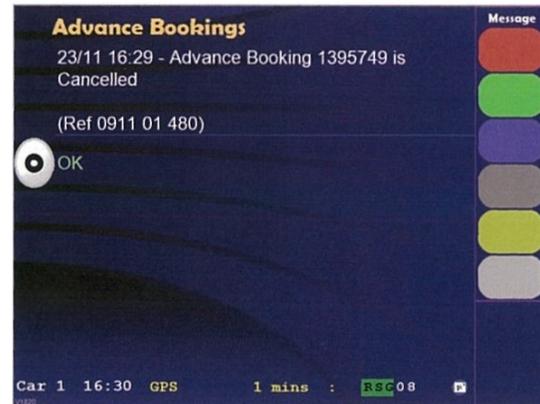
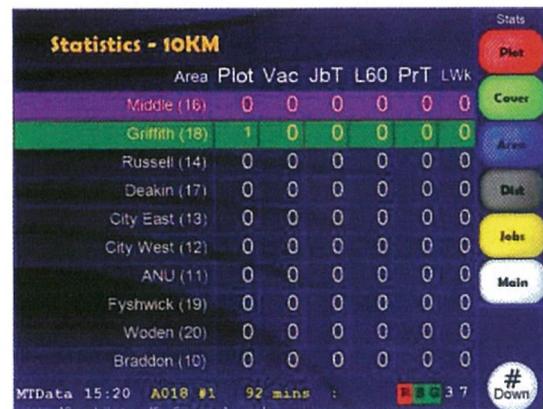


Figure 30. Advance Booking Cancellation Message

## 5.5 Statistics

To view statistics select the [Stats] option from the *Main Menu*. This will display a list of areas with the current statistics of each area shown in Figure 31. As is the case with the Plot display, the area in which the vehicle is currently located is highlighted in purple (area 16) and the plotted area in green (area 18).

The [#Down] button indicates there are more areas in the list to view. Use it and the [\*Up] button to navigate through the list of displayed areas.



Area	Plot	Vac	JbT	L60	PrT	LWk
Middle (16)	0	0	0	0	0	0
Griffith (18)	1	0	0	0	0	0
Russell (14)	0	0	0	0	0	0
Deakin (17)	0	0	0	0	0	0
City East (13)	0	0	0	0	0	0
City West (12)	0	0	0	0	0	0
ANU (11)	0	0	0	0	0	0
Fyshwick (19)	0	0	0	0	0	0
Woden (20)	0	0	0	0	0	0
Braddon (10)	0	0	0	0	0	0

Figure 31. Statistics display

The statistics shown for each area include:

Plot: The number of vehicles currently plotted in the area.

Vac: The number of vacant vehicles currently in the area, which are NOT plotted.

JbT: The total number of bookings holding in the area.

L60: The total number of bookings dispatched in the area in the last 60 minutes.

PrT: The total number of prospects (time bookings) in the system for dispatch in the next 15 minutes.

LWk: The total number of bookings dispatched in the area from last week for next 60 minutes.

- 1 1 KM
- 2 2 KM
- 3 5 KM
- 4 10 KM
- 5 20 KM

The statistics shown are for those areas, which are located within a specified distance from the vehicle. In this example, the distance is set to 10km and is shown on the top line of the *Statistics* display.

To change the statistics distance, select the **[Dist]** option from the *Stats Menu*. A list of available statistics distances will be displayed as shown. To select one of these values, select the number corresponding to the value required. The selected value will take effect immediately. To hide the statistics distance options, select the **[Dist]** option.

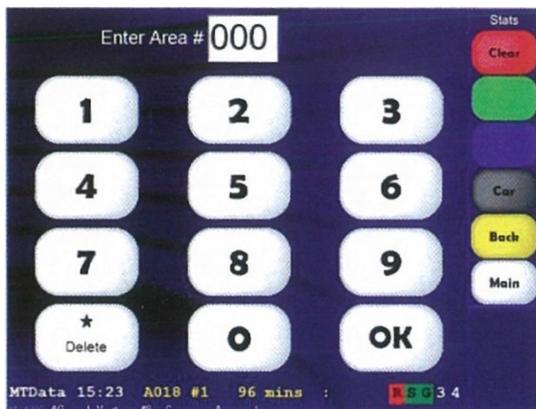


Figure 33. Statistics area number entry

Statistics for any area can be displayed using the **[Area]** option available from the *Stats Menu*. Selecting the **[Area]** option will display a keypad. Enter the required area number followed by **[OK]** using either the keypad or touch screen. If an error is made entering the area number, use the **[Delete]** button to clear the last entry or the red **[Clear]** button to clear the area number entry.

If statistics for a specified area are being displayed, and you want to revert back to displaying areas around the location of the vehicle, select the **[Area]** option from the *Stats Menu* and then the **[Car]** option as shown in Figure 33.



In many cases there will be vehicles plotted in an area and bookings holding. This will happen in cases where the vehicle is not suitable for the bookings.

## 5.6 Query

If you have a query regarding a booking, or any other question, you can contact the voice operator using the Query function. To contact the voice operator, select the **Query** option from the *Main Menu* or from the *Job Menu*. This will display a list of available query reasons. Select the one, which best describes the reason you need to speak with the operator.

### 5.6.1 Emergency Query

The taxi is equipped with an emergency button, which will activate both an emergency query and activate the security cameras in emergency mode. The emergency query will automatically open a voice channel to the operator but this will not be displayed on the screen. A small character will appear on the screen to alert the driver that the emergency query has been sent to the base.

### 5.6.2 Job Related Queries

With the required booking displayed, select the **[Query]** option. This will display the available job related queries.

Select the appropriate query reason using the number on the keypad or screen. This will send a message to the query operator and you will be automatically placed on the query channel.

Once the screen as shown in Figure 36 is displayed, wait for the operator to call you.

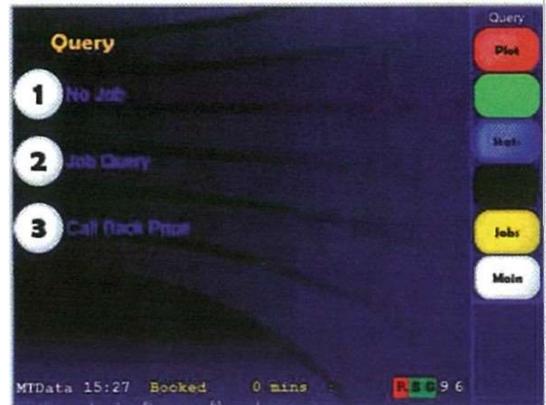


Figure 34. Job related query

### 5.6.3 Other Queries

If you have a general query (one which does not relate to a specific job), use the **[Query]** option available from the *Main Menu*, as shown in Figure 35.

Select the appropriate query reason using the number on the keypad or screen. This will send a message to the query operator and you will be automatically placed on the query channel.

Once the screen as shown in Figure 36 is displayed, wait for the operator to call you.

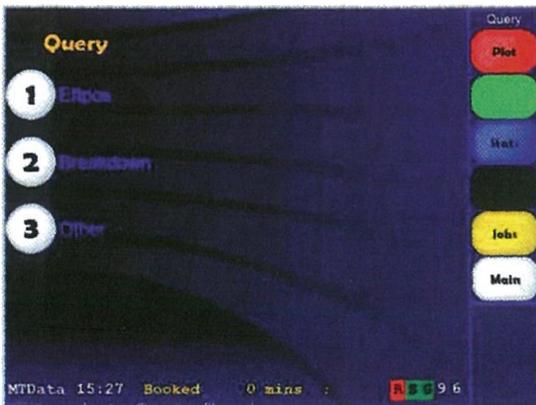


Figure 35. General Query

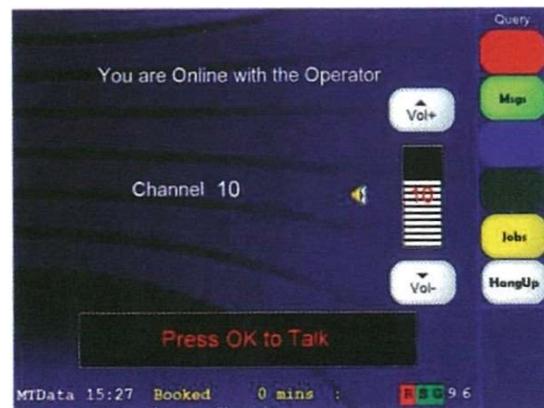


Figure 36. Query channel display

### 5.6.4 On Query

While on the query channel, the screen in Figure 36 will be displayed. The Query Operator will call you when it is your turn to speak.

You can adjust the operator audio volume using the keypad **[^]** to increase or **[V]** to decrease or by touching the buttons on the screen. The current volume setting is displayed on the screen.

To speak to the Query Operator you must press and hold the **[OK]** button on the keypad and speak into the installed hands-free microphone.

Jobs or messages can be accessed whilst on query using the **[Jobs]** or **[Msgs]** options.

When you have finished with your query, select the **[HangUp]** option to exit the query channel and return to data operation.

## 5.7 Jobs

Any booking received since logon can be accessed from the *Main Menu* using the **[Jobs]** option. If a single active booking is on-board, selecting the **[Jobs]** option will display it. If there are no active bookings or more than one, then a list of all bookings will be displayed as shown in Figure 37.

A booking can be displayed in full by selecting its numbered button. The buttons are colour coded to indicate the status of each booking. White indicates the booking has not yet been picked-up, green indicates it has been picked-up but not dropped-off and red indicates the booking has been completed.

If more than one screen of bookings are available, the **[\*up]** and **[#Down]** buttons can be used to navigate through the entire list.

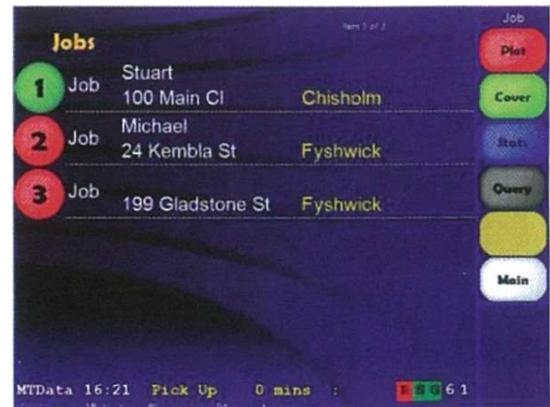


Figure 37. Jobs list display

### 5.7.1 Job Pickup

Once a booking has been accepted, it must be picked-up and dropped-off. This is normally done through the use of the meter. *Fixed Price* bookings will automatically display a **[Pickup]** option button. When a Fixed Price fare has been picked-up, select the **[Pickup]** option with the corresponding job displayed.

This will automatically send a message to the base computer and will record the pick-up time against the job for your future reference.

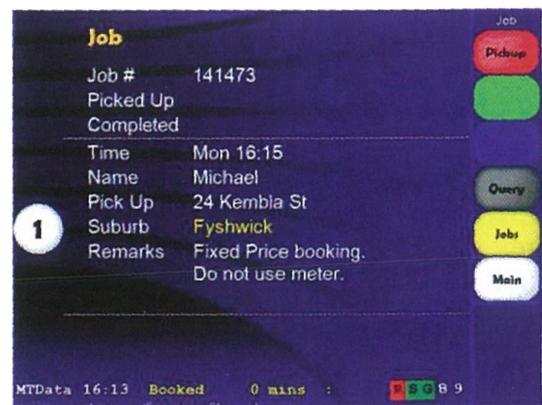


Figure 38. Job pickup

### 5.7.2 Job Drop Off

A booking which has been picked-up must be dropped off. Clearing your meter will automatically complete a job. To update the base computer that a fixed price booking has been dropped-off, display the required booking in full and select the **[Dropoff]** option.

This will automatically send a message to the base computer and will record the drop-off time against the job for your future reference.

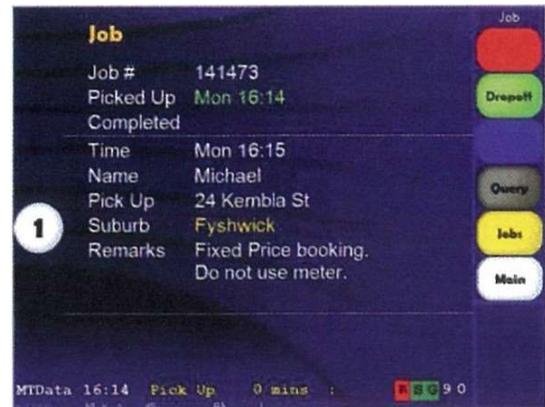


Figure 39. Job drop-off

## 5.8 Map Display

The map function is accessed from the *Main Menu* by selecting **[Next]** and then the **[Map]** option. It is used to display the vehicle's current location and the pickup and/or destination locations for any received bookings.

### 5.8.1 Vehicle Location

The Map option provides access to the map and navigation features. Selecting the **[Car]** option shows the current car location as in Figure 40.

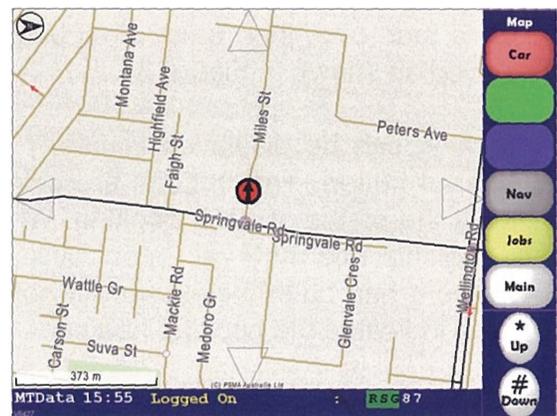


Figure 40. Map Display

If the speed of travel is greater than 5 km/h, then the direction of travel will be shown by an arrow. In cases where the vehicle is stationary or is travelling at less than 5 km/h, then the directional arrow will flash to show the last known heading.

In cases where valid GPS is not currently being received, the last known position and heading will be shown and the arrow will be displayed in grey.

The maps can be displayed in a range of different scales. The **[Up]** button zooms out (shows a greater area on the map) and the **[Down]** button zooms in (shows less area).

### 5.8.2 Pickup Location

When a booking is being displayed, selecting the number corresponding to an address will display a map showing the location of the address as shown below. The **[Nav Pickup]** option can also be used to request navigation guidance to the booking pickup address.

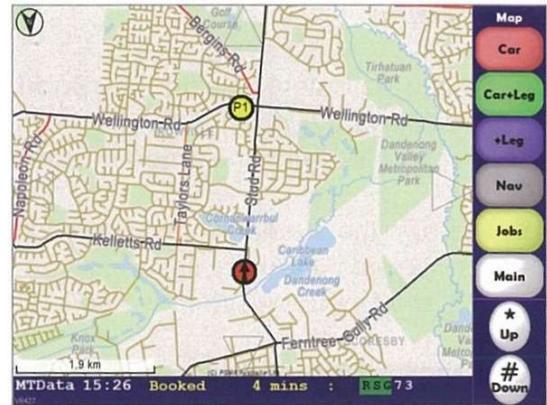
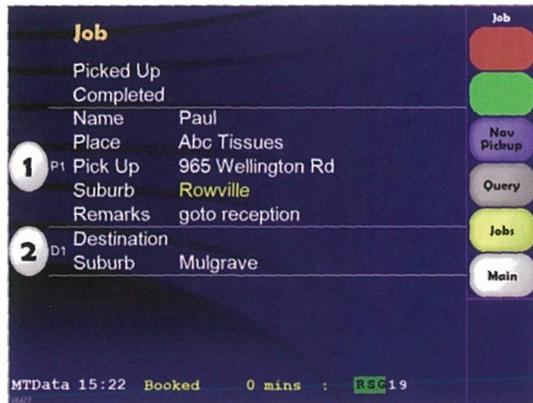


Figure 41. Sample booking and map display

The map will automatically zoom to show the car and location of the address as the car approaches the location.

Figure 43 shows a zoomed in map display including land plots and street numbers.

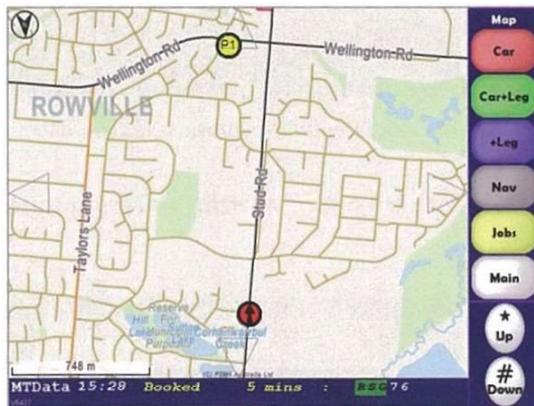


Figure 42. Map display zoomed in

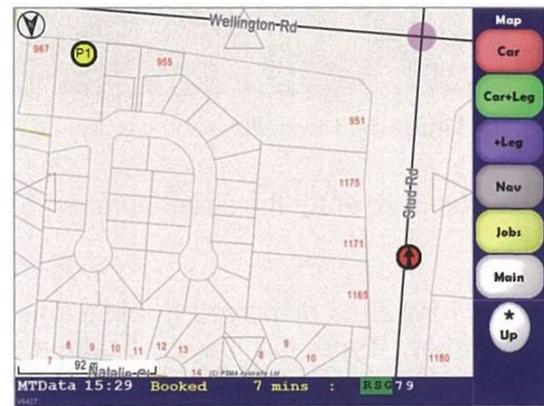


Figure 43. Map display zoomed in

The scale of the map can be adjusted using the **[\*up]** and **[#Down]** options. Selecting the **[Car]** option centers the map display on the current location of the vehicle. Selecting the **[Car + Leg]** option resizes the map to show the car and current address. Selecting the **[+Leg]** option centers the map display on the location of the next address. Selecting the **[-Leg]** option centers the map display on the location of the previous address. Selecting the **[Job]** option takes you back to the booking information display.

### 5.8.3 Destination Location

The destination address location can be shown in the same way as the pickup address. Select the number corresponding to the destination address to display the map as described for the pickup address. The same controls apply for both the pickup and destination addresses.

### 5.8.4 Navigation

Addresses can be entered using the **[Suburb]** or **[Street]** options. Selecting **[Street]** from the *Nav Menu* displays the street entry screen. Type the street name using the on-screen keyboard. A list of streets that match the entered letters will be displayed.

Figure 44 shows the street display when the letters **RUPE** are entered. When the required street is displayed, select it from the list and make sure it is highlighted in blue as shown in Figure 45. Use the **[▼]** and **[▲]** arrows to move up and down the list.

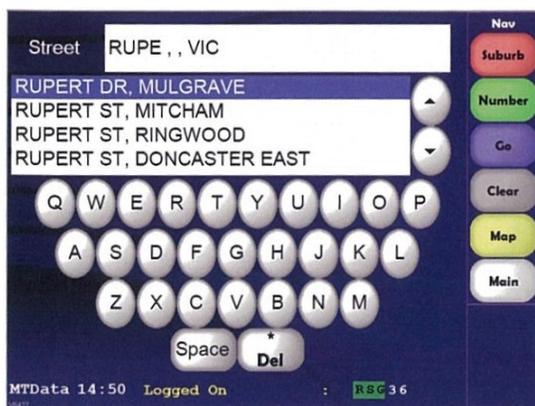


Figure 44. Navigation suburb entry

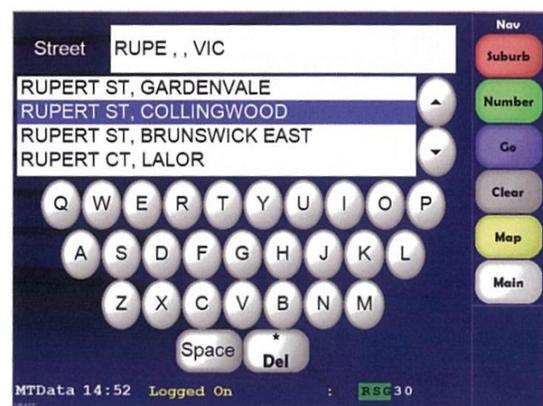


Figure 45. Navigation street

The next step is to enter the street number. Select the **[Number]** option to start entering the street number.

A numeric keypad is displayed to allow entry of the street number. Type the required street number and when the correct address information has been entered, select the **[Go]** option to navigate from your current location to the entered address.

If at any time an error is made it is possible to go back to either the street or suburb entry screen using the **[Street]** or **[Suburb]** option buttons.

The **[Clear]** option button can also be used to clear any entered information and start again.

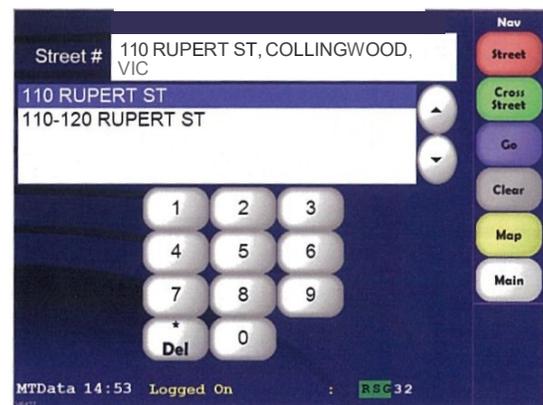


Figure 46. Navigation street number entry

When the **[Number]** option is selected, the user is able to nominate a cross street instead of a street number. To enter a cross street, select the **[Cross Street]** option and start entering the street name using the on-screen keyboard.

In this example, GI has been entered, and a list of matching streets that cross Rupert Street are displayed.

When the required street is displayed, select it from the list and make sure it is highlighted in blue. Use the [▼] and [▲] arrows to move up and down the list.

The navigation system will show a map with the suggested route. Voice instructions will be received in addition to the display of arrows indicating which way to turn when required.

The [\*Up] and [#Down] option buttons can be used to change the scale of the map display as required.

Navigation guidance to a booking can be accessed using the Nav Menu as already discussed. When a booking has been received, navigation to the received pickup address (or destination address if available) can be requested by selecting the [Nav Pickup] option from the Job Display Menu as shown in Figure 50 or [Nav Dropoff] once the customer has been picked up.

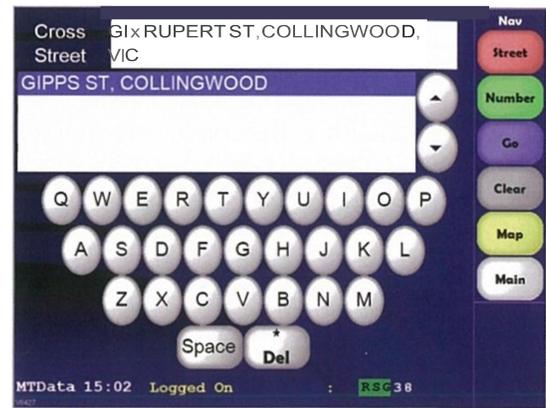


Figure 47. Navigation route display



Figure 48. Navigation route display

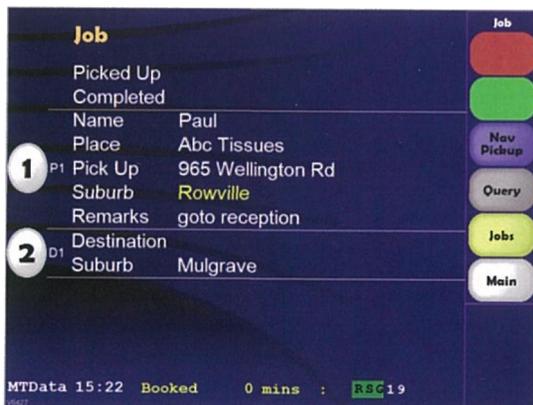


Figure 49. Navigation pick-up address

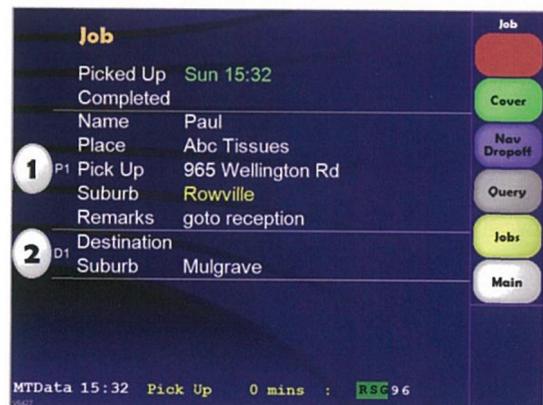


Figure 50. Navigation drop-off address

The navigation system should only be used as a guide. The routes provided may not always be the best possible in all circumstances. Aerial Capital Group accepts no responsibility or liability resulting from a driver's decision to follow the suggested route.

## 5.9 Driver Settings

A number of Driver Settings are available which can be accessed from the *Main Menu* by selecting the **[Next]** option followed by **[Tools]** and then **[Settings]**. A list of available options will be displayed which can be selected and changed using the corresponding number.

Press **(Tools)** to return to the *Tools Menu* or **[Main]** to go back to the *Main Menu*.

**Set Volume:**

The Set Volume control adjusts the job offer and text-to-speech audio levels. The volume of query operator audio is controlled separately and can only be accessed whilst on the voice channel.

**Set Text to Speech:**

The Set Text to Speech turns this option on/off.

**Show Points of Interest:**

Not applicable.

**Rotate Map with Car:**

The Rotate Map With Car option allows the navigation mapping display to follow the direction of the vehicle or constantly point north.

**Keyboard Layout:**

The Keyboard Layout option allows either a QWERTY or ABC keyboard layout to be selected for navigation address entry.

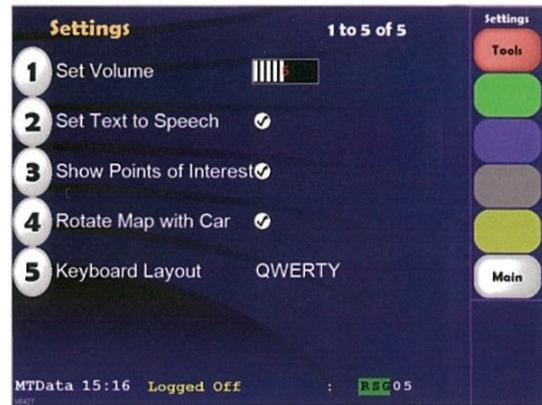


Figure 51. Driver settings

## 5.10 Messages

Messages are automatically displayed on the screen once they are received. To return to the *Main Menu* select the **[Back]** option. All messages received since logon are stored by the unit. To view a past message, select the **[Next]** option from the *Main Menu* and then the **[Msgs]** option to display a list of stored messages as shown in Figure 53. To display a stored message in full, select the corresponding number using the keypad or the touch-screen. If more than one screen of messages available, the **[\*Up]** and **[#Down]** buttons can be used to navigate through the entire list.

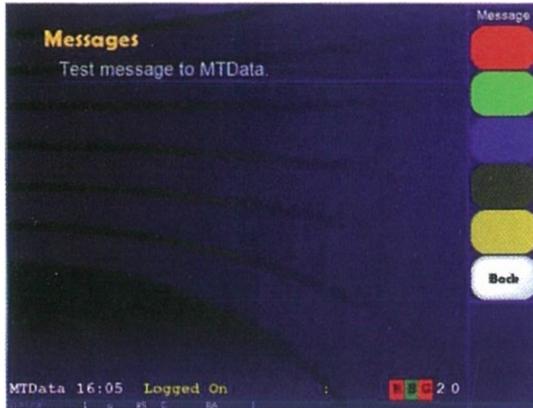


Figure 52. Received message display

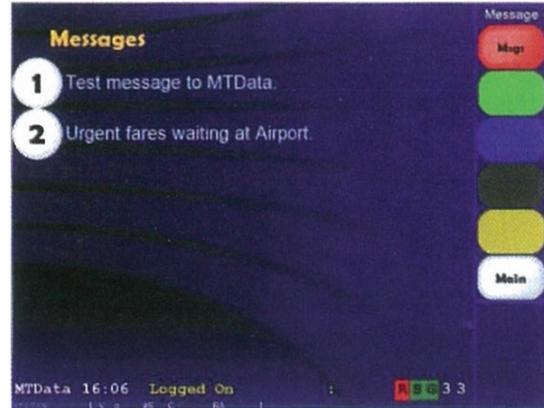


Figure 53. Past messages display

## 5.11 Logoff

To turn the screen off at the end of your shift, you must logoff from the system. From the *Main Menu* select the **[Next]** option. If you have no incomplete bookings on board the **Logoff** option will be displayed. Select **[LogOff]** to display the Log Off screen as shown.

To log off, press **[OK]** on the keypad or screen. If you do not wish to log off, select the **[Main]** option to return to the *Main Menu* and continue working.

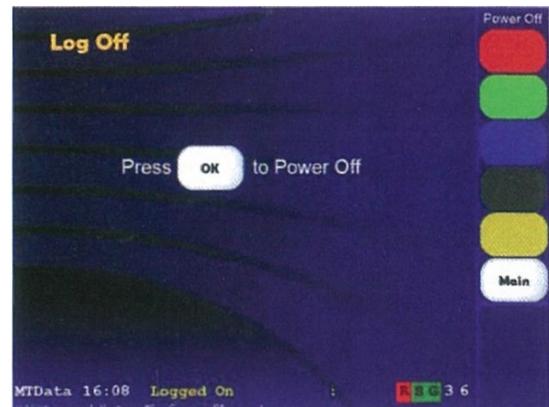


Figure 54. Logoff screen



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Driver Handbook

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