

TMS Trip Auditor

Trip Auditor is a TMS program that cuts down on redundant entry by pulling data that you have already entered in Dispatch and combining it with fuel purchases that you have imported into Fuel Card. After you “audit” the data, you can export it to Mileage and Fuel Tax.

Start by delivering your trip in Dispatch.

Trip Detail
 Loads Date Start En Route Complete * Not Current *
 354960 08/10/10 13:00 : 08/10/10 14:15 Haul L
 Time 13:00 : 14:15 Disp TMS
 XDock
 Driver 1 4888 Driver 2 None Round 271
 Truck 126 Trail 6078
 Paid Driver 1 Driver 2 Truck Trail
 Pay \$ 0.00
 ID City Zone Hub
 Origin 3DEM TN MURFREESBORO TN 37124 CA 0
 Destination GREB TN BRENTWOOD TN 37024-3508 TN 546555
 EMiles 0 LMiles 0
 OK Cancel

Import your fuel in FuelCard

Advance Detail
 Inv. # 012Y4575 Trans. Date 08/10/10 Time 17:17
 Card # 1778406
 Supp # 5091 T.S.# 48012 T.S. Name FLYING J
 Driver # 4881 MURFREESBORO, TN
 Driver COOLBAIR, JOETER Truck # 126 Fleet # 99
 Hub
 Total Inv. 347.63 Fee 1.10 Total \$ 147.63
 Discount Amt 0.00
 Fuel ----> Gallons 70.00 Amount 200.00 Fee \$ 0.00 Fuel Type D
 Cash ----> Amount 200.00 0.00 Product Code 1
 Reeper----> Gallons 0.00 0.00 Code Amt 0.00
 Oil-----> Quarts 0 0.00 Product Code 2
 Additives-> # Units 0.00 0.00 Code Amt 0.00
 Repairs----> Code 0.00 Product Code 3
 Misc-----> Code 0.00 Code Amt 0.00
 Tax Paid Bulk Your Initials
 OK Cancel

***** make sure your fuel supplier's city and state are spelled the same as your mileager program spells it!!!*****

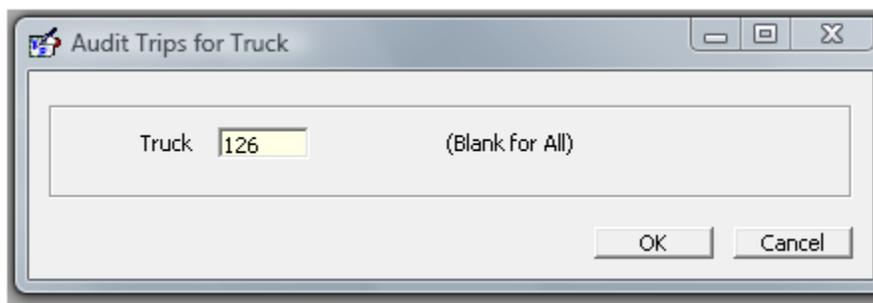
The key is to make sure all the information is **correct** in Dispatch and Fuelcard before continuing.

Once you have ascertained that your information is correct, you can go into **Trip Auditor**.

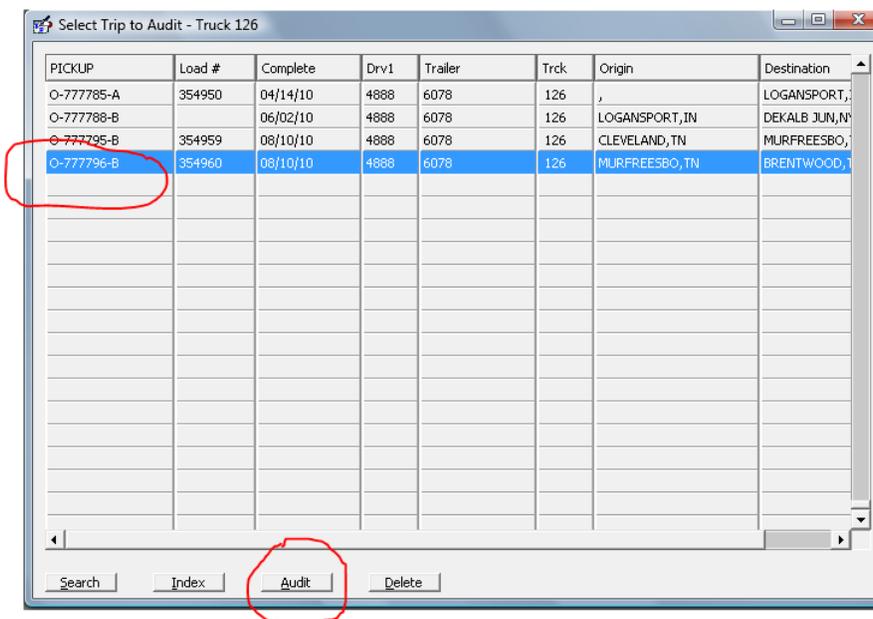
Operations

Trip Import

Enter your truck number to pull up his trips



Select the trip that you want "audit" and press the <audit> button.



The next step is the most important! This is where the "audit" actually takes place.

Note that it has brought the points from Dispatch, the fuel from Fuelcard and has joined them together based on truck number, date and time!

It is your responsibility as the auditor to make sure the points are in the correct order. Of course, equally as important, the more correct the dates, times and locations are when the dispatcher enters them, as well as your fuel import clerk making sure the fuel purchases are correct, the easier it will be for you to complete the audit process.

In our example, below, the fuel is out of order. It was purchased in Murfreesboro prior to picking up in Brentwood. This is an easy fix:

MANIFEST	ORDER	CITY	STATE	TYPE	GALLONS	MSTRIP	INVNO
O-777796-B	1	BRENTWOOD ...	TN	ORIGIN	0.00		
O-777796-B	2	BRENTWOOD ...	TN	PICK-UP	0.00		
O-777796-B	3	MURFREESBO...	TN	FUEL	70.00		012Y4575
O-777796-B	4	BRENTWOOD ...	TN	DROP	0.00		
O-777796-B	5	BRENTWOOD ...	TN	DEST	0.00		

Highlight the point that you want to move. Press the <Enter-Swap> button. Highlight the line you want to move it to. Press your <Enter> key. Repeat with any points that you need to rearrange.

