



Username

Password

Log in

Dashboards

Dispatch

Map

Stops

Routes

On Demand

Reservations

Assignments

Resources

Bike Systems

Wallet

GTFS

Reports

History

Import

Export

Jobs

INCIDENTS

Incidents

Incident Types

Incident Type Groups

Recurring Incidents

POINTS OF INTEREST

Ridership ?

0 Riders

0 Bikes

0 Left Behind

On the left hand side, click "Resources"

Sort By: On Time % Ascending

Stop

Pickup

 Dashboards

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INCIDENTS

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POINTS OF INTEREST

 Points of Interest

 Categories

New Vendor

Select a vendor from the left or click N

Search



Then click
"USERS" at
the top of the
page

Filter

New User

Select a user from the left or click New

Search



> 999 Results

Username: peppar.cyr@gmail.com
Phone:
Roles: Rider

Username: bwallace@residebpg.com
Phone:
Roles: Rider

Username: jphouston@gmail.com
Phone:
Roles: Rider

Username: mkeruly@aol.com
Phone:
Roles: Rider

Username: odiascsolomon@gmail.com
Phone:
Roles: Rider

Username: swapnaroop2001@gmail.com
Phone:
Roles: Rider

Username: stacey_woods08@yahoo.com
Phone:
Roles: Rider

Username: jlaw1130@gmail.com
Phone:
Roles: Rider

Then click
"New User"

- Dashboards
- Dispatch
- Map
- Stops
- Routes
- On Demand
- Reservations
- Assignments
- Resources
- Bike Systems
- Wallet
- GTFS
- Reports
- History
- Import
- Export
- Jobs
- INCIDENTS
 - Incidents
 - Incident Types
 - Incident Type Groups
 - Recurring Incidents
- POINTS OF INTEREST
 - Points of Interest
 - Categories

Filter New User

Search ?

> 999 Results

Username: peppar.cyr@gmail.com

OPTIONAL

Username: bwallace@residebpg.com

Phone:
Roles: Rider

Username:
Phone:
Roles: Rid

Then fill in all mandatory information

Username:
Phone:
Roles: Rid

Username and Email can be the same

Username: ndiascsolomon@gmail.com
Phone:
Roles: Rid

Username:
Phone:
Roles: Rid

Next, scroll down

Username:
Phone:
Roles: Rid

Username:
Phone:
Roles: Rid

MANDATORY

Username

First Name

Last Name

Email Address

MANDATORY

Employment Type

Notes

Tags
Go to Settings -> Tags to create new tags.

On Demand Ride Class
default

Program(s)
 Can Use On Demand ?

Wallet
 Override Wallet User Group ?

- Roles
- Admin
 - Readonly Admin
 - Dispatcher
 - Vendor Manager
 - Driver
 - Maintenance Worker
 - Lobby Host

Filter

New User

Search



?

> 999 Results

Username: peppar.cyr@gmail.com

Phone:

Roles: Rider

Username: bwallace@residebpg.com

Phone:

Roles: Rider

Username:

Phone:

Roles:

Username:

Phone:

Roles:

Username:

Phone:

Roles: Rider

Username:

Phone:

Roles:

Username:

Phone:

Roles: Rider

Username: jlaw1130@gmail.com

MANDATORY

Email Address

Employment Type

Notes

Tags

Go to Settings -> Tags to create new tags.

On Demand Ride Class

Program(s)

Can Use On Demand ?

Wallet

Override Wallet User Group ?

Roles

- Admin
- Readonly Admin
- Dispatcher
- Vendor Manager
- Driver
- Maintenance Worker
- Lobby Host

Experimental Features

Password

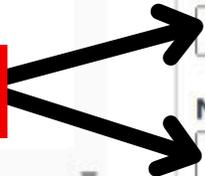
Create with Password (Users created without a password cannot login.)

New Password

New Password Confirmation

Generate and fill in a temporary password

Then, scroll up



Cancel Save

Username

First Name

Last Name

Email Address

Employment Type

Notes

Tags

Go to Settings -> Tags to create new tags.

On Demand Ride Class

Program(s)

Can Use On Demand ?

Wallet

 Override Wallet User Group ?

Roles

- Admin
- Readonly Admin
- Dispatcher
- Vendor Manager
- Driver
- Maintenance Worker
- Lobby Host

Experimental Features

Phone Number (Mobile)

Phone Number (Home)

Home Address

Home Pickup Notes

Emergency Contacts:

None

Add Contact

Finally, click save!

Filter

New User

Search



?

> 999 Results

Username: peppar.cyr@gmail.com

Phone:

Roles: Rider

Username: bwallace@residebpg.com

Phone:

Roles: Rider

Username: jphouston@gmail.com

Phone:

Roles: Rider

Username: mkeruly@aol.com

Phone:

Roles: Rider

Username: odiascsolomon@gmail.com

Phone:

Roles: Rider

Username: swapnaroop2001@gmail.com

Phone:

Roles: Rider

Username: stacey_woods08@yahoo.com

Phone:

Roles: Rider

Username: jlaw1130@gmail.com

Phone:

Roles: Rider

Email Address

Employment Type

Notes

Tags

Go to Settings -> Tags to create new tags.

On Demand Ride Class

Repeat steps 4-7 for additional users.

Maintenance Worker

Lobby Host

Experimental Features

Password

Create with Password (Users created without a password cannot login.)

New Password

New Password Confirmation