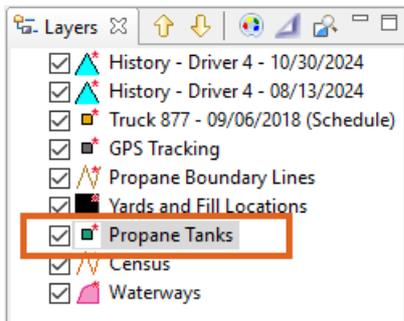


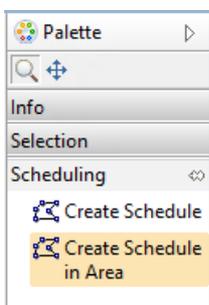
EnergyMap - Scheduling Tanks

Last Modified on 03/02/2026 5:12 pm EST

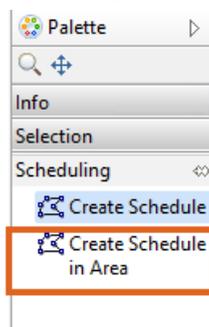
1. Select the appropriate Tank Layer located on the *Layers* tab (*Propane* or *Other Non-Propane Tanks*).



2. Select **Scheduling** on the Palette.



3. Choose **Create Schedule** then click on the map. This will activate *Scheduling* mode.
 - a. Alternatively, choose **Create Schedule in Area** to allow for drawing a boundary area around tanks for scheduling, then hold **Shift** and double click to finalize.



- b. Based on the *Fuel Types* specified for the selected truck, matching tanks that are eligible for a delivery (based on filtering options in Settings) are scheduled starting at the yard for that route and going to the nearest tank. Continuing on with the next closest tank and refilling at the yard when needed. This continues until all eligible tanks are scheduled or the max number of runs is reached. The Finalize Schedule dialog box is presented to the user for confirmation.
4. Select anywhere on the map. The *Manual Schedule* feature will display.

Manual Scheduling
Select the route, truck, and compartments to schedule.

Name: (max. 12 characters)

Date:

Route:

Truck:

Fuel Type	Capacity	Percent Fill
<input type="text" value="P"/>	<input type="text" value="1500"/>	100%

- Fill out the information for *Name*, *Date*, and *Route*.
- Select the *Truck*. If a refined fuel truck is chosen, *Fuel Types* will need to be specified for each compartment.

Manual Scheduling
Select the route, truck, and compartments to schedule.

Name: (max. 12 characters)

Date:

Route:

Truck:

Fuel Type	Capacity	Percent Fill
<input type="text" value="CD"/>	<input type="text" value="1000"/>	100%
<input type="text" value="CD"/>	<input type="text" value="1000"/>	100%
<input type="text" value="DD"/>	<input type="text" value="1000"/>	100%
<input type="text" value="G"/>	<input type="text" value="1000"/>	100%
<input type="text" value="G"/>	<input type="text" value="1000"/>	100%

- Select **OK**.
- Review the tanks on the map pertaining to the route. The tank symbol will be present with the estimated number of gallons to deliver to fill the tank to 80%.



- Begin by choosing tanks needing routed. The *Tank Details* panel will display. This allows the customer account and tank to be reviewed prior to being scheduled. Select **Schedule** to add to the schedule or **Cancel** to choose

a different tank.

10.

Customer and Tank Information (536,1)			
Cust # 100007	Division 1	Tank Type P	Last % Update:
Name ADAMS,ANSEL	Loc 1	Terms COD	
Address 345 PRODUCTION DRIVE		Customer Type COMMERCIAL	
City BROWNSBURG, IN	Total Tank 1000	Delivery Type KEEP FULL	
Phone (317) 999-4444	K-Factor 6	Est Gals Left 600.00 (60%)	
Tank # 224455	Last Del 02/16/2023	Gals Last Del 100.00	
Route 1	Daily Use 0	Est Gal to Del 300	DD Next 2133
Hold Date		Hold Release Date	
Julian Del	Company Owns Y	Contract Gals Left	End Date
Called on 09/05/2023 with 60%.			
Special Inst. mean dog			
Tank Name Grain Bin fi	Tank Address 987 RONALD REGAN PARKWAY, BROWNSBURG, IN		
Total Balance 19546.29	Credit Limit 0.00	Monitor Number WES9887	
Current 205.92	Bdgt Pymts Billed 12	Critical Threshold 15	
30 0.00	Bdgt Pymts Made 12	Target Threshold 20	
60 0.00		Last Reading Date 07/01/2019	
90 19340.37			

Monitor information also displays in the special information box dialog box if applicable.

Credit Limit 1000.00	Monitor Number 011730132
Bdgt Pymts Billed	Critical Threshold 25
Bdgt Pymts Made	Target Threshold 35
	Last Reading Date 12/07/2022

Note: Tanks on Hold with an active call in can be scheduled on the Energy Map with a message that alerts the tank is on hold.

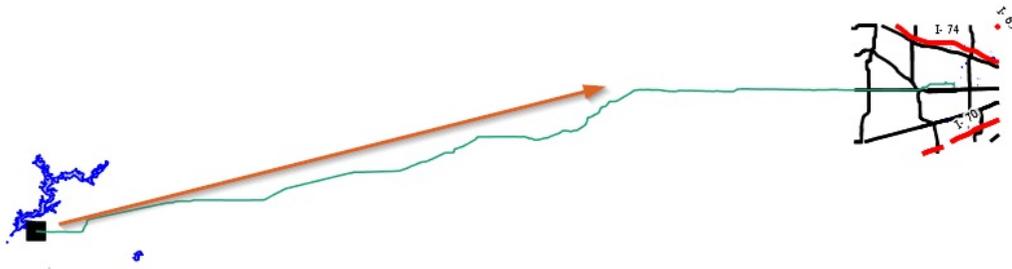
EM Tank On Hold ×

 The selected tank 9639 has an active call-in delivery but is currently on hold. Do you still want to schedule it?

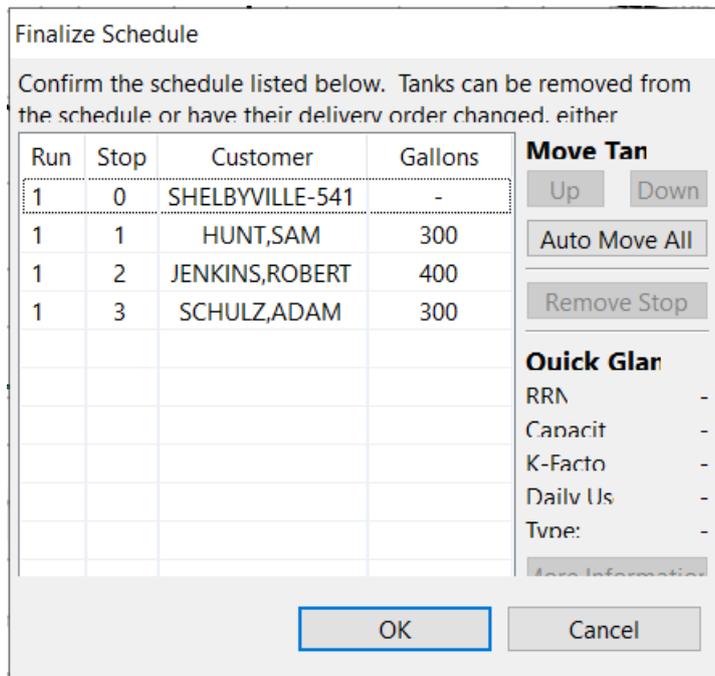
11. As tanks are scheduled, gallon values remaining on the truck will appear in the lower left corner of the screen. If gallons are exceeded, a message will appear to warn the dispatcher but will not prevent the tank from being scheduled.

 (P: 780.0g) Distance: 135.21 miles Est. Time: 4h 30m

12. Additionally, a route line will appear from the designated yard assigned to the route. This route line will continue to draw as each tank is scheduled.



13. If more than one tank is present when selected, the *Select Object* screen will appear. Highlight and choose the tank.
14. When the route is complete, there are two options:
 - o **Option 1: Finalize the Route**
 - a. Press **Shift** and double-click anywhere on the screen to finalize the route.
 - b. The *Finalize Schedule* screen will appear.



- c. Modify the route as necessary by changing or removing a stop.
 - d. Select **OK** when finished. This will add the Schedule to the *Layers* tab.
 - e. Select **Commit Route Layer** on the toolbar to save.
- o **Option 2: Add Another Run to the Route**
 - a. Select the storage yard the driver will use when refilling the truck. This will be the starting point for Run 2.
 - b. The *Manual Scheduling* screen will appear once more to refill the truck and start new. There will not be an option to choose another route or truck.

Manual Scheduling

Select the route, truck, and compartments to schedule.

Name: (max. 12 characters)

Date: ▾

Route: ▾

Truck: ▾

Fuel Type	Capacity	Percent Full
<input type="text" value="C2"/> ▾	<input type="text" value="9999"/>	100%
<input type="text" value="C2"/> ▾	<input type="text" value="9999"/>	100%
<input type="text" value="C2"/> ▾	<input type="text" value="9999"/>	100%

15. Continue to schedule tanks and generate runs as necessary.

Note: Schedules will only be saved back to Energy Force if created in the current session. This prevents tanks being rewritten to Print Map Scheduling after they have been removed.

16. Press **Shift** and double-click to finalize and select **OK** when all necessary modifications have been made.

Finalize Schedule

Confirm the schedule listed below. Tanks can be removed from the schedule or have their delivery order changed, either

Run	Stop	Customer	Gallons
1	0	SHELBYVILLE-541	-
1	1	BILLINGSLY,PET...	400
1	2	ADAMS,ANSEL	300
1	3	ADAMS,ANSEL	500

Move Tank

Quick Glance

RRN: -

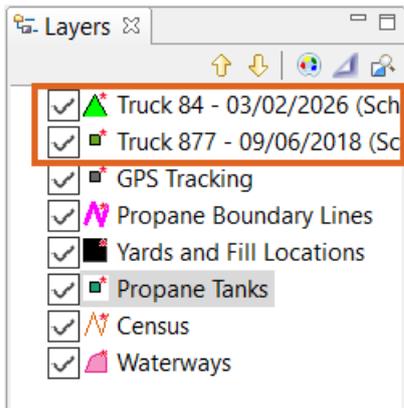
Capacity: -

K-Factor: -

Daily Use: -

Type: -

17. This will save the route schedule to the *Layers* tab.



18. Select **Commit Layer Changes** to save to the Energy Force *Print Map Scheduling* screen.

19. Select any Palette feature or layer to exit scheduling.

Truck Run	Scheduled	Schedule Name	Seq	Customer #	Serial Number	Name	Total Balance
84	1 03/02/26	Schedule	1	10084	123	HUNT,SAM 8675 CO ROAD 50	\$862.61
84	2 03/02/26	Schedule	2	10087	12	JENKINS,ROBERT 8409 SEAFIELD LANE	\$18,464.75
877	1 09/06/18	9004 test	3	12346	J2233	SCHULZ,ADAM 2484 STONEHAVEN DR	\$0.00
9999	1 01/01/04	KK CREATE					

View a Schedule on the Map

1. Select the schedule layer.
2. This will prompt the *Table View* to display the route along with detailed information.
3. The map will display the route and indicate the Run number and sequence number.

ScheduleNa...	ScheduleDa...	CustomerN...	TankRRN	Division	Route	Location	Run	Stop	TypeCode	TankType	GallonsToD...	MilesTravel...	ElapsedTim...	EstPercentL...	MaxCapacity	Sor ^
Schedule	03/02/2026	SCHULZ,A...	589	1	1	1	1	3	ju	P	300	4	2147483647	0	500.0	1.20
Schedule	03/02/2026	JENKINS,R...	515	1	1	2	1	2	kf	P	400	0	18	0	500.0	1.20