

Route Scheduling

Last Modified on 01/07/2026 5:02 pm EST

Use tank scheduling to schedule deliveries for Divisions by percentage left, route, customer type, delivery type, and tank type, daily use customers, and call in customers. You may also print scheduled deliveries and delivery tickets. There are several route reports that can be printed to assist with scheduling tanks.

Create Tank Schedule File

1. From the *Route Scheduling Menu*, select **Schedule Deliveries**.
2. On the *Create Route Scheduling* window, press **CTRL+C**.
3. The *Create Date* defaults with the computer date but can be changed if necessary.
4. The *Create Time* defaults with the computer time but can be changed if necessary.
5. The *Created By* defaults with the User Name but can be changed if necessary.
6. Enter a brief *Description* of the task being scheduled. **Ex:** Route 101 under 40%.
7. Enter a *File Name* (8 characters, alphanumeric, no spaces) corresponding to the task being scheduled. **Ex:** RTE101.
8. In the *Tank Or Meter* field, enter *T* to schedule tanks.
9. In the *Sort by Sequence Number* area, enter *Yes* to print Route Schedules and Delivery Tickets in order by sequence number assigned on the *Tank Info* window or *No* to continue without sorting by sequence number.
10. Press **CTRL+Q** or select **Save**.

The file is built by division, delivery type, customer type, tank type, percentage left, DD Next delivery, route, scheduled deliveries (Julian), location and can include daily use and call in customers and customers with tanks on hold.

Basic Range	
Blank for ALL	Division Number <input type="text" value="1"/>
Blank for ALL	Delivery Type <input type="text" value="2"/>
Blank for ALL	Customer Type <input type="text"/>
	Tank Type List <input type="text" value="p"/>
	ABC COMPANY
	KEEP FULL
	Enter List of Tank Types, separated by a space (i.e. A B C) (No Validation will be done on this list.)

Urgency	
Percent Left	<input type="text" value="40"/>
DD Next delivery is	<input type="text" value="100"/> DD or less from latest reading
Select tanks compliant with	<input type="text" value="Either"/> criteria

Scheduling	
Starting Route	<input type="text" value="1"/> ROB
Ending Route	<input type="text" value="4"/> CURT
Deliveries Scheduled between	<input type="text" value="00/00/0000"/> and <input type="text" value="05/11/2014"/> Applies only if Julian Delivery type was selected
<input checked="" type="checkbox"/> Include Past Due Deliveries	

Location	
Start Location	<input type="text" value="1"/> AVON
End Location	<input type="text" value="4"/> CARMEL

Daily Use Customers <input checked="" type="radio"/> Yes <input type="radio"/> No	Include All Call Ins <input checked="" type="radio"/> Yes <input type="radio"/> No	Include Tanks on Hold <input checked="" type="radio"/> Yes <input type="radio"/> No	<input type="button" value="Process"/>	<input type="button" value="Cancel"/>
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Populate Tank Schedule File

1. From the *Route Scheduling Menu*, select **Schedule Deliveries**.
2. On the *Create Route Scheduling* window, select the File Name to add customers.
3. Select **Populate Tank Scheduling**.
4. On the *Route Scheduling Menu* window, enter the *Division* to schedule or press F5 to select the Division from the list.
5. Enter the *Delivery Type* to schedule. Leave 0 for all Delivery Types.
6. Enter the *Customer Type* to schedule. Leave 0 for all Customer Types.
7. Enter the Tank Type to schedule in the *Tank Type 1, 2, and 3* fields.
8. Enter the *Percent Left* in the tanks for customers to add to the tank schedule file.
9. In the *DD Next Delivery* field, enter in the number of Degree Days you may want to include. This is for efficiency purposes. If you are routing you will want to catch those tanks coming up for delivery soon.
10. In the *Tanks Compliant with* area, choose from *Both Percent and DD Next*, *Either Percent or DD Next*, *Percent Only*, or *DD Only*.
11. In the *Route* field, enter the Route to schedule or press **F5** to choose from the list. Leave 0 for all routes.
12. In the *Deliveries Scheduled* area, optionally select a range for Julian deliveries.
13. Enter the *Location* to schedule. Leave 0 for all Locations.
14. Select *Yes* to add customers with only a daily use set up in the *Tank Info* window or *No* to not add customers with only a daily use set up in the *Tank Info* window to the tank schedule file.
15. Select *Yes* to add customers that were entered in the *Call-In Entry* window to the tank schedule file or select *No* to continue without adding call-in customers to the tank schedule file.
16. Select *Yes* to include customers with tanks on hold.
17. Select **Process**. Select **Cancel** when the program has finished. This will return you to the Route Scheduling menu.
18. Select **Schedule Tank Deliveries**.

Sched	Route %	Div	Loc	Customer #	Name	Seq #	Type
<input checked="" type="checkbox"/>	1002	27	1	50	18807 MAUSKEMO, KENNETH	0	P
<input checked="" type="checkbox"/>	1002	27	1	50	10684 JOHNSON, TARA	0	P
<input checked="" type="checkbox"/>	1002	27	1	50	14550 PETERS, RICK	0	P
<input checked="" type="checkbox"/>	1002	27	1	50	11290 BEHREND, ALICE	0	P
<input checked="" type="checkbox"/>	1002	27	1	50	11448 VEST, MICHAEL & CHRIS	0	P
<input checked="" type="checkbox"/>	1002	27	1	106	12040 ZYLSTRA, WESLEY A	0	P
<input checked="" type="checkbox"/>	1002	27	1	50	11253 MC MURRY, CLIFFORD R	0	P
<input checked="" type="checkbox"/>	1002	27	1	50	10442 BOWERS, SHEILAR	0	P
<input checked="" type="checkbox"/>	1002	27	1	50	10624 WHITEBREAST, JANET	0	P
<input checked="" type="checkbox"/>	1002	27	1	50	10617 DEPPE, RONALD L	0	P
<input checked="" type="checkbox"/>	1002	27	1	50	26036 MALINOWSKI, EMIL	0	P
<input checked="" type="checkbox"/>	1002	27	1	50	22171 HOWARD, GARY	0	P
<input checked="" type="checkbox"/>	1002	27	1	50	21824 MC MEEKIN FARMS INC	0	P
<input checked="" type="checkbox"/>	1002	27	1	50	26192 R & L FAST PACE FARMS INC	0	P
<input checked="" type="checkbox"/>	1002	28	1	50	19106 K&S KEENAN INC	0	P
<input checked="" type="checkbox"/>	1002	28	1	50	18689 MADDEX, DONALD & PATRICIA	0	P
<input checked="" type="checkbox"/>	1002	28	1	50	10030 PULS JR, JIM	0	P
<input checked="" type="checkbox"/>	1002	28	1	50	18753 MINEHART, NED	0	P
<input checked="" type="checkbox"/>	1002	28	1	50	16642 ZIEGENMEYER, CHARLES	0	P
<input checked="" type="checkbox"/>	1002	28	1	50	10412 MC CAIN, MURLIN L	0	P
<input checked="" type="checkbox"/>	1002	28	1	50	11076 FREMONT FARMS OF IOWA	0	P

132 BATTLEGROUND RD

TAMA, IA 52339-0000

TRACK K-FACTOR

AUTO SCHED RESIDENTIAL LP

Terms: Good Credit

Serial Number: 650668

HOME

Total Balance: \$427.75

Credit Limit: \$750.00

Last Del: 02/19/14, G. Last Del: 73.60, Size: 500

DD Next: 6641, K-Factor: 8.40, Daily-Use: 0.00

12:00 am

Scheduled Count: 3599

Print Scheduled Deliveries

Print Delivery Tickets

Schedule Mode

Clear All

Select All

Exit

The *Browse Tanks Less Than* window will display the *Tank Serial Number*, *Total Balance*, *Credit Limit*, *Tank Size*, *Last Delivery Date*, *K-Factor*, *Daily Use*, *Gallons Last Delivered*, *Delivery Address*, *Directions*, *Delivery Type*, *Hold Information*, and *Call-In* information. Optionally select specific customers for delivery and for whom to print delivery tickets or select all customers in the file.

In the lower right corner of the screen is *Schedule Count*. This is a total of the customers selected for delivery. Choose **Select All** or **Clear All** if needed.

Print Scheduled Deliveries, **Print Delivery Tickets**, return to **Schedule Mode**, **Clear All** selected, or **Select All** for routing.