

Start Shift - Propane

Last Modified on 10/22/2024 4:24 pm EDT

If using an electronic register interface such as LC, EMH, Neptune, or Mid Com, the truck computer should be in the docking station and the register powered up prior to starting the shift.

1. Select **Start Shift**.
2. Tap the **Choose** button to select a truck.
 - If there are multiple Divisions, make sure to select the correct Division and Truck.
3. Tap the **Choose** button to select the Driver.
 - If there are multiple Divisions, make sure to select the correct Division and Driver.
4. Enter the current *Odometer* reading and tap the *Verification* checkbox.
5. Verify the *Totalizer* reading and tap the *Verification* checkbox.
6. In the % field, enter the percentage of propane in the truck at the start of the shift. Tap the *Verification* checkbox then tap in the *Prod Odorized* field (if applicable).
7. Tap **Continue** to finish the Start Shift process. The *Delivery Menu* will appear once the Start Shift process has been fully completed.

Note: The truck Division selected at the start of a shift is the sales posting Division in Energy Force.

Truck Inspection

This is an optional feature that appears after selecting **Continue** on the *Start Shift* screen.

1. Review items listed for the inspection. If an item listed is an issue, checkmark the box next to the item.

Start Shift Inspection

Header

- Brake Lights
- Headlights
- Horn
- Mirrors
- Parking Brake
- Running Lights
- Tires
- Turn Signals

Comment: Left rear needs replaced

Detail

Ant Jones

Back Continue

2. A *Comment* area will appear for each item that checked for an issue. Comments entered will appear on the printed Shift Inspection report in the *Remarks* section.
3. Sign on the *Driver Signature* line and tap **Continue**.

Vehicle Inspection

Company: ABC PROPANE COMPANY

Odometer: 122334

Date: 04/11/18 Time: 15:18 (Pre-trip)

Truck No.: Driver:

877 (Kenworth 88) BOB

<input type="checkbox"/>	Headlights	<input type="checkbox"/>	Turn Signals
<input type="checkbox"/>	Brake Lights	<input type="checkbox"/>	Running Lights
<input checked="" type="checkbox"/>	Tires	<input type="checkbox"/>	Mirrors
<input type="checkbox"/>	Horn	<input type="checkbox"/>	Windshield Wipers
<input type="checkbox"/>	Parking Brake		

Remarks:

Tires: Left rear needs replaced

CONDITION OF ABOVE VEHICLE IS SATISFACTORY



Driver Signature

4. Tap in the box next to *Condition of Vehicle is Satisfactory* and select **Continue**.
5. Select the number of inspections to print. The *Delivery Menu* will display.

Note: Truck Inspections are customizable within Energy Force to accommodate company requirements. Contact office personnel for customization needs.