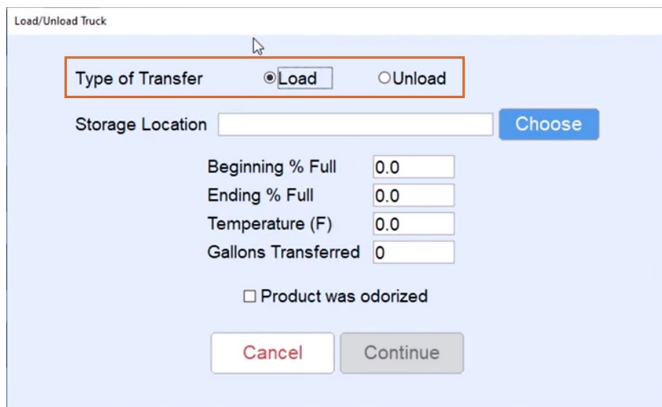


Load / Unload Truck - Propane

Last Modified on 01/07/2025 2:25 pm EST

This feature is used to load and unload the trucks. Fuel Transfers are then listed on the Trip Report printed at the end of the shift.

1. Select **Load / Unload** from the *Delivery Menu*.
2. Select the *Type of Transfer (Load or UnLoad)* radial.



The screenshot shows a dialog box titled "Load/Unload Truck". At the top, there is a "Type of Transfer" section with two radio buttons: "Load" (which is selected) and "Unload". Below this is a "Storage Location" text input field followed by a blue "Choose" button. Underneath are four input fields: "Beginning % Full" (0.0), "Ending % Full" (0.0), "Temperature (F)" (0.0), and "Gallons Transferred" (0). A checkbox labeled "Product was odorized" is located below these fields. At the bottom of the dialog are two buttons: "Cancel" and "Continue".

3. Select **Choose** to choose the *Storage Location* where the truck is filled from when loading
4. Enter or verify the *Beginning % Full* (percentage in the truck prior to loading) and proceed to load the truck.
5. Enter the *Ending % Full* (percentage in the truck after loading).
6. Enter the *Temperature (F)* (temperature of the product at the time of loading).
7. Energy Track will calculate the *Gallons Transferred* based on the compartment size, beginning and ending percentages, and volume corrections for the temperature entered (temperature compensation).
8. Checkmark the *Product was Odorized?* option.
9. Select **Continue**.
10. Select **OK** on the *Fuel Transferred Successfully* message to finish.

