

EnergyTrack QuickStart - Propane

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Communicate

Start Shift

1. Select Truck
2. Select Driver
3. Enter Odometer
4. Verify Totalizer
5. Enter Truck Percentage – Verify
6. Press Continue
7. Verify Inspection and Print (If applicable)

Scheduled Delivery

1. Select Tank and press the Select button
2. Press Tanks – select tank
3. Press Deliver
4. Pump Gallons – press Finished Pumping
5. Assign Tanks – press Finished Assigning

Unscheduled Delivery

1. Select Customer
2. Press Tanks – select tank
3. Press Deliver
4. Pump Gallons – Press Finished Pumping

Create Invoice – Scheduled & Unscheduled

1. Review Invoice
2. Update pricing and product if applicable
3. Enter ending %
4. Press Continue
5. Verify signature and print invoices

End Shift

1. Enter ending odometer
2. Verify Totalizer
3. Enter Truck Percentage – Verify
4. Select Inspection if applicable

5. Continue – Print Trips

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