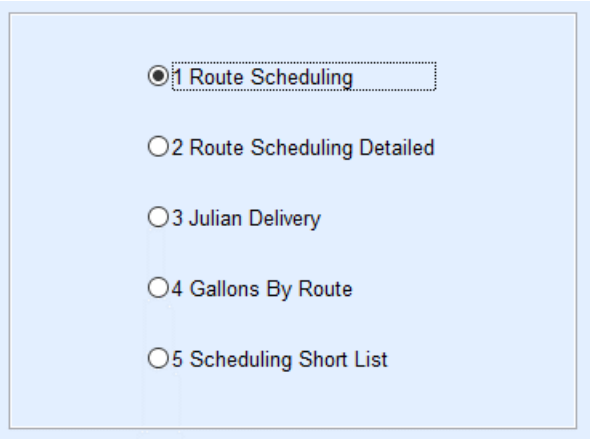
Route Scheduling Report

Last Modified on 03/06/2024 9:25 am EST

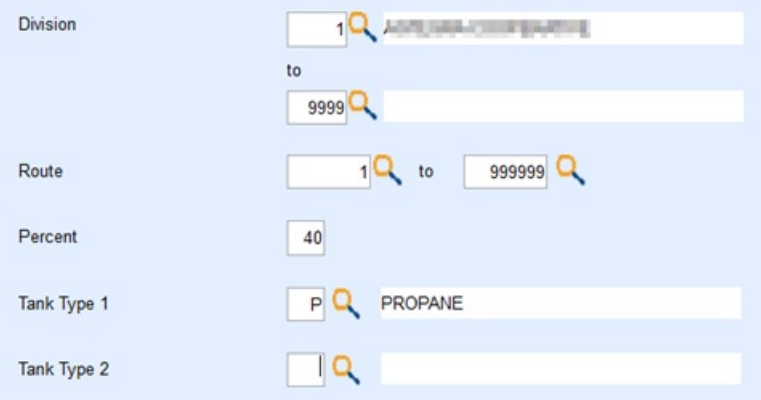
When cold weather approaches, run a report by route and customer type to show any tank under a specified percentage. This report does not print to Excel, but will show each tank under a certain percentage to help with routing during inclement weather.

1. From the main screen navigate to *Route Scheduling / Route Reports* and select *1 Route Scheduling*.

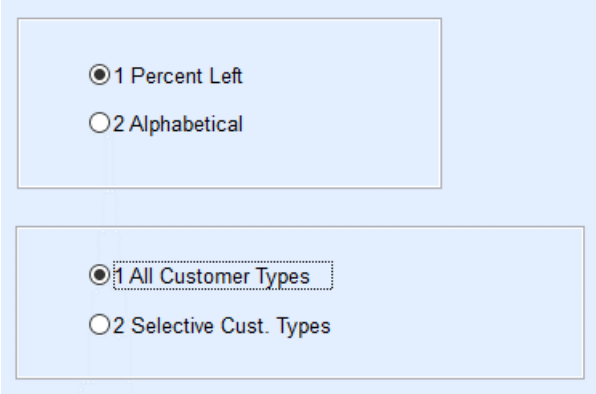


2. Enter the *Division* range (ex: 1 to 10).
3. Enter the *Percent*.

   Example: 40% would show any tank 40% and under
4. Enter P for *Tank Type 1*.



5. Leave options set to *Percent Left*.
6. Optionally select to view by *1 All Customer Types* or narrow it down to a particular customer type (Ex: Residential Home Heat) by selecting *2 Selective Cust. Types*.



7. Select **Print**.

   Note: This report prints by Route Order to the selected printer.