# Start using MyRig in 4 Easy Steps! Click this link

# http://dispatch.myrigapps.com/

### Step 1.

Create your Company, user login, and password by clicking on "Register your new company"

	MyRig Dispatch
	Log In
Company:	
User:	
Password:	
	Log In
Register yo	ur <u>new company</u> ?
Forgot your	· password?

Fill out your company's information.

You will receive an email confirmation with your login information.

## Step 2.

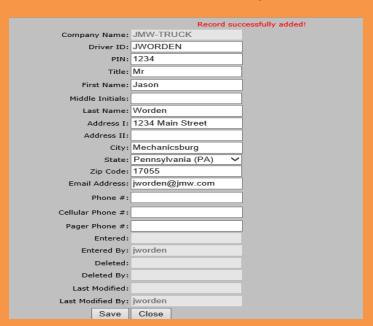
#### Add your information:

- Log in to http://dispatch.myrigapps.com/
- From the menu, select Management, and add Customers, Drivers, and Equipment.

Customers (all pick-up, delivery, and bill-to locations):

pick up, uclively, allu	bili to locations).	
	Record successfully added!	
Company Name:	JMW-TRUCK	
Customer ID:	JOHNSGARAGE	
Actual Type:		
Name:	John's Garage	
Address I:	47 West Main Street	
Address II:		
City:	Mechanicsburg	
State:	Pennsylvania (PA)	
Zip Code:	17055	
County:	Cumberland	
Country:	USA 🗸	
Latitude:	40.212517	
Longitude:	-77.009399	
Date Established:		
Entered:		
Entered By:	jworden	
Deleted:		
Deleted By:		
Last Modified:		
Last Modified By:	jworden	
Save	Close	

**Drivers** (the **PIN** will be the Drivers access code for the MyRig app):



### Equipment (Trucks & Trailers):

	Record successfully added!
Company Name:	JMW-TRUCK
Equipment ID:	TRUCK1
Equipment Type:	
Equipment Year:	2011
Make:	PETERBILT
Model:	A57
Body Type:	
Description:	
Registration:	77DADJKJ
State Registration:	Pennsylvania (PA)
Registration Expiration:	01/01/2015
Registration Plate Number:	VHN7790X
Latitude:	40.212517
Longitude:	-77.009399
Trailer ID:	TRAILER1
Entered:	
Entered By:	jworden
Deleted:	
Deleted By:	
Last Modified:	
Last Modified By:	jworden
Save	Close

## Step 3.

#### **Enter Orders**

Go to the New Order menu item to enter an order.

Company:	JASON-TRUCK
Order Number:	
Your Reference:	
Order Date:	12/18/2014
PO Number:	
	Commodity Information
Commodity ID:	FAK
Description:	
Bill of Lading:	
Quantity:	PCS
	Shipper Information
Name:	
Address:	
City:	
State:	
Phone:	
Date/Time:	12/18/2014 12:00 AM
	Consignee Information
Name:	
Address:	
City:	
State:	
Phone:	
Date/Time:	12/18/2014 12:00 AM
	Post

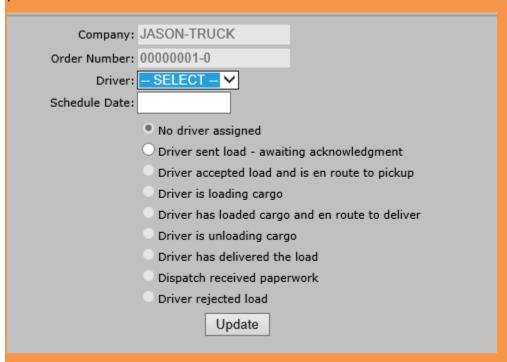
### Step 4.

#### **Dispatch**

Go to the Dispatching menu item to open up the list of available orders.



Click on the Status of an order to assign the driver and the scheduled date for the driver to perform the move.



Once an order is assigned to a driver, you will choose "Driver Sent load - awaiting acknowledgement" to send the load to the Driver's MyRig unit.

From this point, the driver takes over the activity of the order from the MyRig app, by completing their inspections, pick-ups, and deliveries.