SIGN-ON

- Tap on the *iCabbi* icon

Driver
by iCabbi

```
73467
```

```
PIN
```

```
LOGIN
```
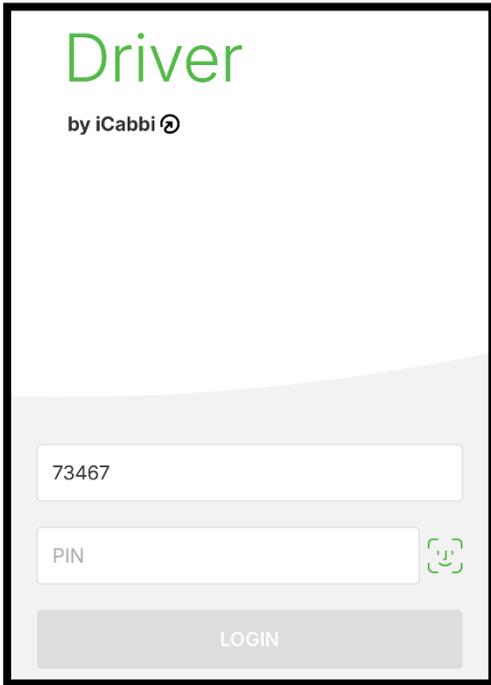
- In **DRIVER NUMBER** field enter **FACE ID**
- In **PIN NUMBER** field enter 4-digit password.
- Touch **LOGIN**
- Press "**ACCEPT**" to obey traffic laws to proceed

Warning

Please obey all local traffic laws. Before using this app drivers must ensure that they and their vehicle comply with all legal requirements, licensing/Council conditions and have checked their vehicle to ensure it is safe and mechanically fit for purpose. The use of this app while driving may be an offence. Press OK to confirm your understanding and acceptance of this notice.

DECLINE

ACCEPT

SIGN-OFF

Available	I'm busy	☰

2CB	Position **6 of 8**

- Tap Menu bar on the top right of the screen

2CB

🏠	Base
✏️	Bids
👤+	Bookings
🕐	Zones
💳	Earnings
✉️	My Messages
⚙️	Settings
▢	Devices / GPS
💬	What's new
[→	Logout

- Tap **LOG OUT** on screen (R)

Confirm

Are you sure you want to log out?

CANCEL

OK
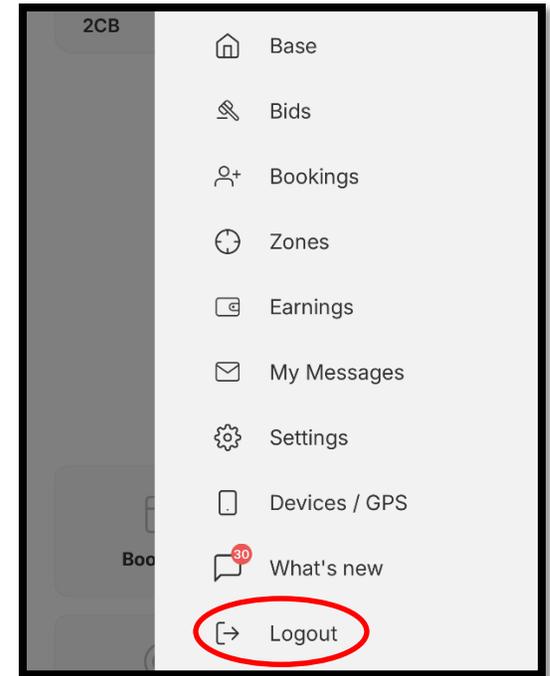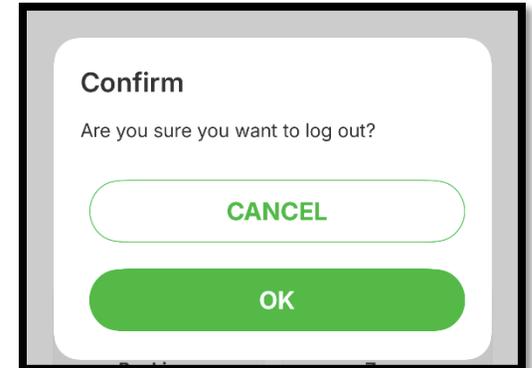
- Tap **OK** to log-off or **CANCEL** to go back

Job Offer/Accept

Job offer

PICKUP TIME

ASAP (ASAP)

PICKUP

2Cb

VEHICLE TYPE

R4

ACCEPT (0:14)
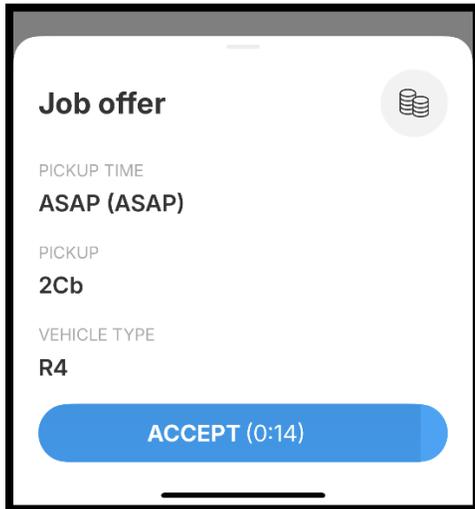
- The **NEW JOB** offer screen (L) is presented when the Dispatch system identifies a matching driver.

NAMED DRIVER

PICKUP TIME

ASAP (ASAP)

PICKUP

2Cb

VEHICLE TYPE

R4

ACCEPT (0:11)
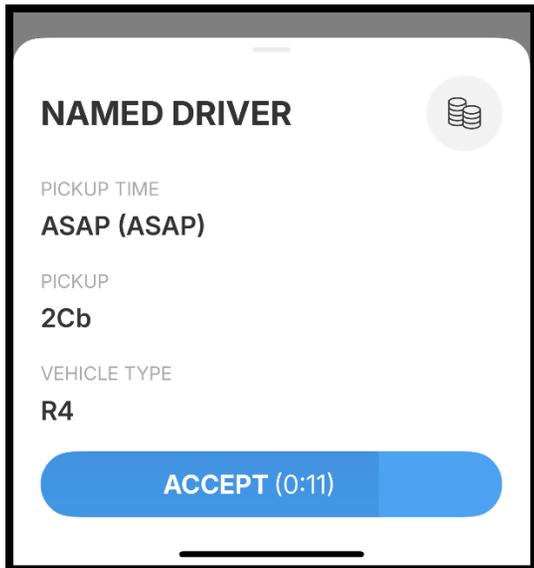
- The **DESIGNATED** trip offer screen is presented when the Dispatcher manually dispatches the trip to you
- To **ACCEPT** the trip, touch the blue area of the screen and the full trip details will be displayed
- To decline the trip, swipe down on the trip offer
- To ignore the trip, do nothing and trip should disappear. Tap **Available**
- If trip is Accepted only the Pickup Address is displayed and the ARRIVED button is seen

↑ Head west

ASAP

0mins 0.08mi 12:47 (ETA)

1636 Bladensburg Road Northeast , Washington, 20002

Arrived

ASAP

0mins 0.08mi 12:47 (ETA)

PICKUP ADDRESS

1636 Bladensburg Road Northeast , Washington, 20002

PASSENGER

Christopher Williams
2028691220

FARE TYPE

Metered

PAYMENT TYPE

Pay in car
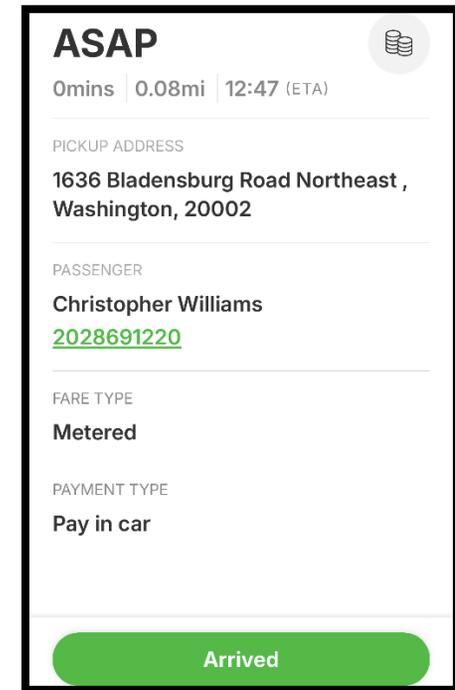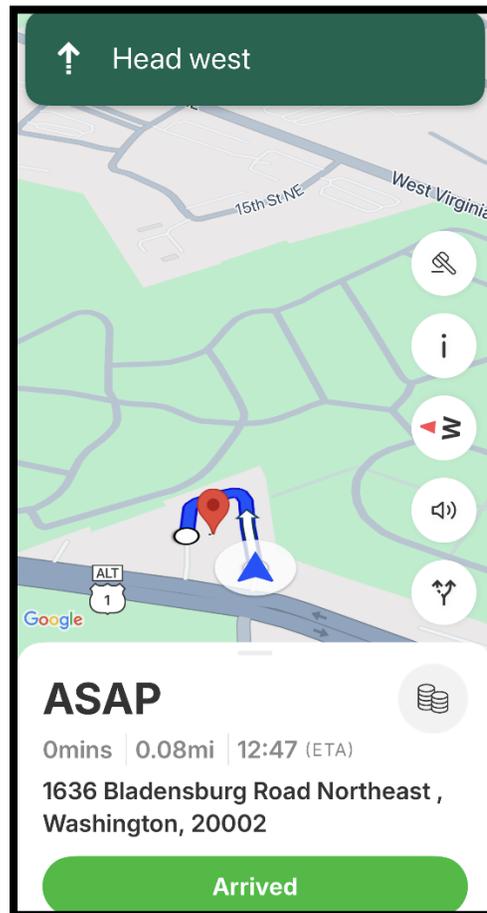
Arrived

- Scroll down to see more trip details
- At pickup address press the Arrived icon shown above. The customer will receive a text message and a phone call notifying them of your arrival
- It is still recommended to call the customer using the number on the trip to let them know you are outside

Arrived
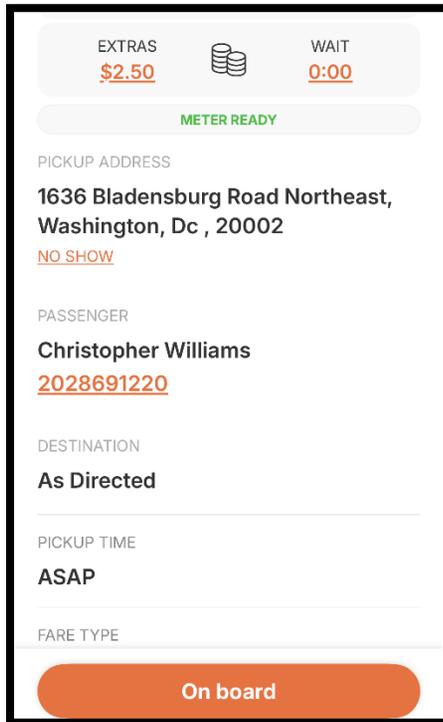
- At pickup address after you pressed the **Arrived** icon shown above. The "On Board" option will appear
- Do **NOT** press "On Board" without the customer in your vehicle.
- When the customer in confirmed and inside the vehicle, you may press "On Board" which will then activate the meter for a dispatched trip.

NO-SHOW (Arrived Mode Only)
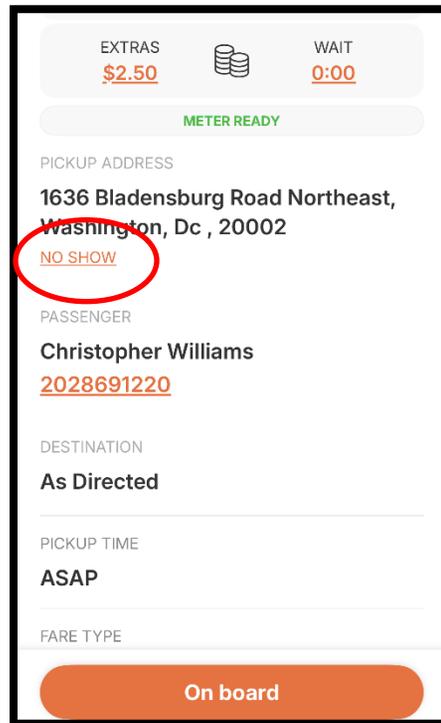
- Tap No-Show under the pickup address, then tap "OK".
- Type in the reason for No-Show, ex: No Answer and tap "SEND"

Start Meter/End Meter
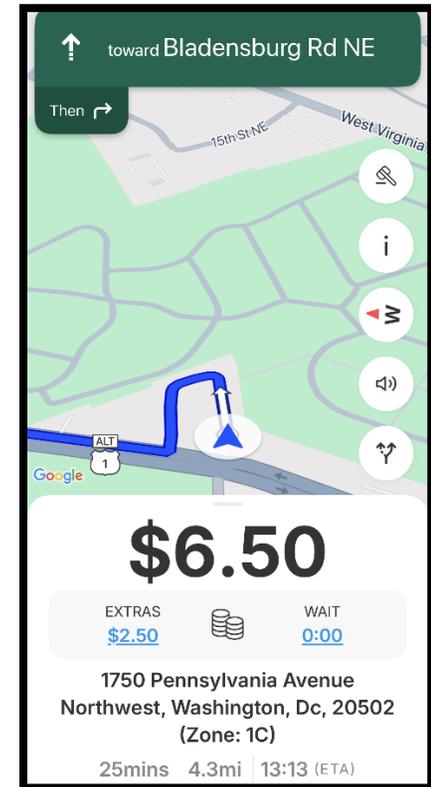
- To start meter tap On Board button
- The Destination Address will be displayed.

Extras

Dispatch 2.00	−	1 +
Passengers 1.00	−	1 +
DFHV Surcharge 0.50	−	1 +
Toll 0.00	−	0 +
Airport 0.00	−	0 +
Airport (SHARED RIDE) 0.00	−	0 +
Toll (SHARED RIDE)	−	0 +

$3.50 - Update
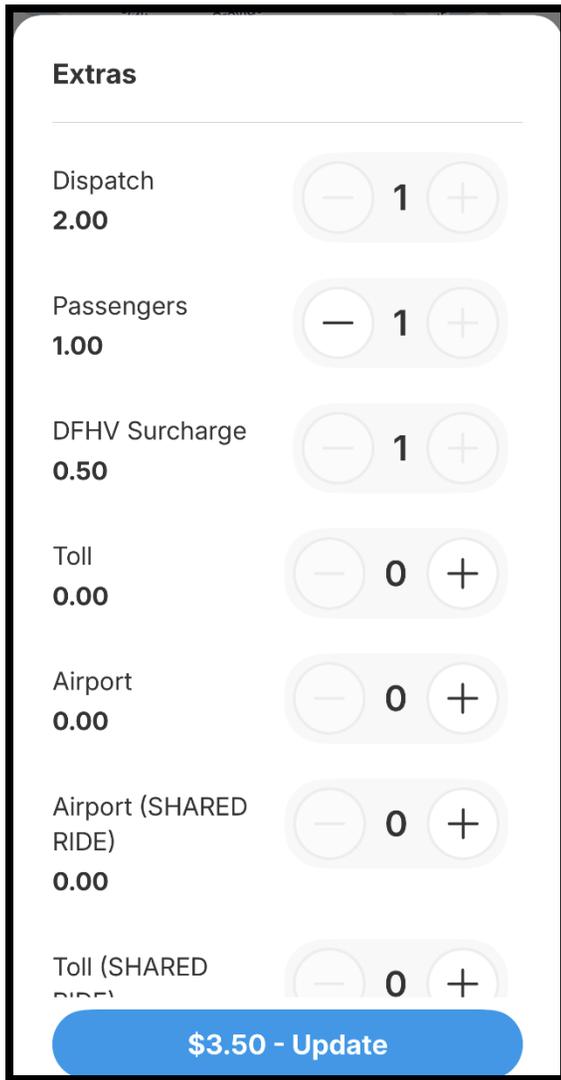
- Tap **EXTRAS** while in the **HIRED** mode
- User the **+** to add **EXTRAS.** Select extras and touch "UPDATE"
- At the end of the trip, right-swipe STOP TRIP
- Then swipe END TRIP

$7 70

EXTRAS		WAIT
$3.50		0:48

DESTINATION

1750 Pennsylvania Avenue Northwest, Washington, Dc, 20502 (Zone: 1C)

25mins | 4.3mi | 13:15 (ETA)

PICKUP TIME

ASAP

FARE TYPE	FARE
Metered	**$0.00**

PAYMENT TYPE

Pay in car
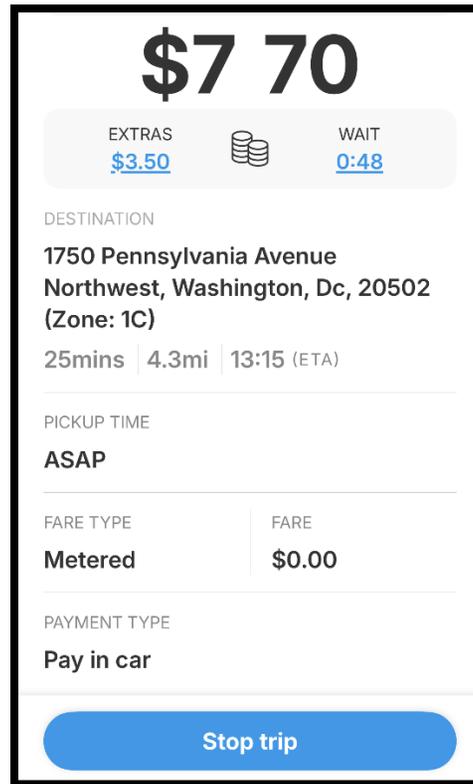
Stop trip

- At the end of the trip, press STOP TRIP
- Then Press END TRIP

Payment

Fare	$4.00
Toll	$0.00
Tip	$3.00
Extras	$3.50
Wait time: **0 min**	$0.20

CASH: On the "**Payment Summary**" screen, enter in your tip and/or tolls for Cash and Account trips. Then press, "**PROCEED**" to close and finish the Cash/ Account trip.

CREDIT: After you stop the meter, the customer will complete the trip on the card device including their tip and enter/tap their card. The approval of the transaction will close your trip and return to the home screen. If declined the customer must provide an alternative payment method
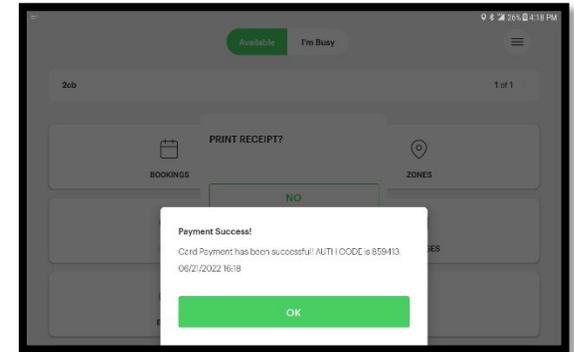
Payment Confirmation: If payment by CREDIT, the Payment Success message will show.

Receipt: Tap **PRINT** on the card device to print a paper receipt for the passenger or for your records.

Street Hire
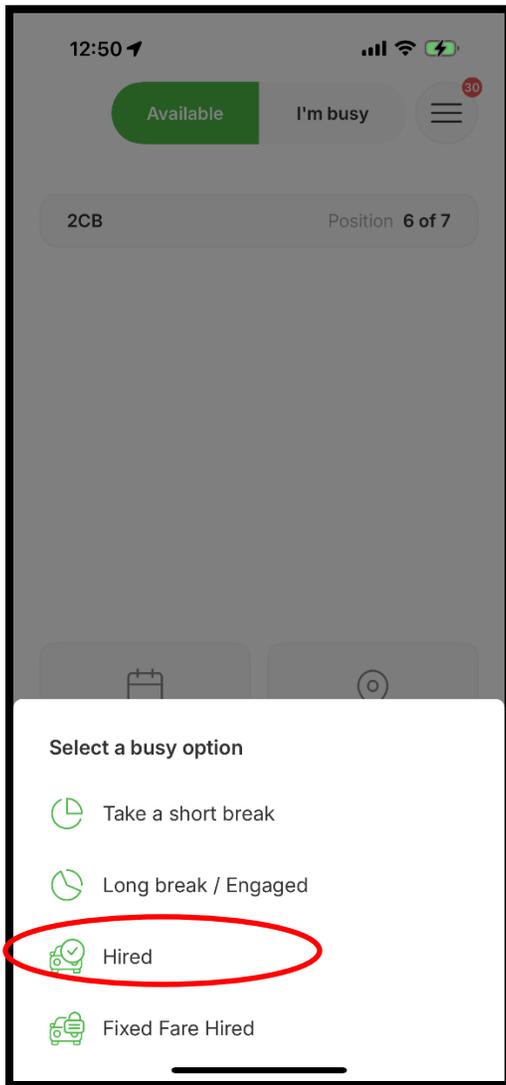
Tap **I'm Busy** and then Tap **Hired** to start a Street Hire trip
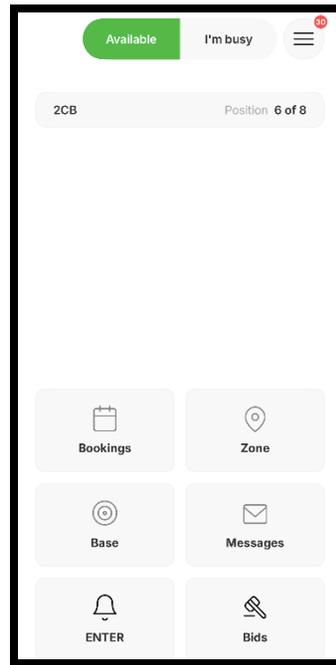
HOME: Home screen
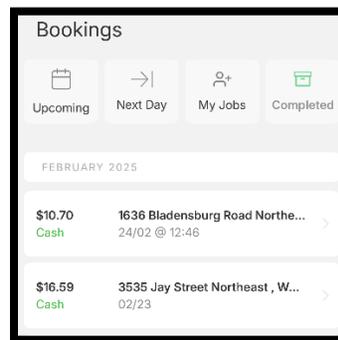
BOOKINGS: List of Upcoming, Next Day, My Jobs and Completed Trips.

Completed trips have a full list of the completed trips that you have run and serves as a manifest. Tap the trip for full details of the completed trip.
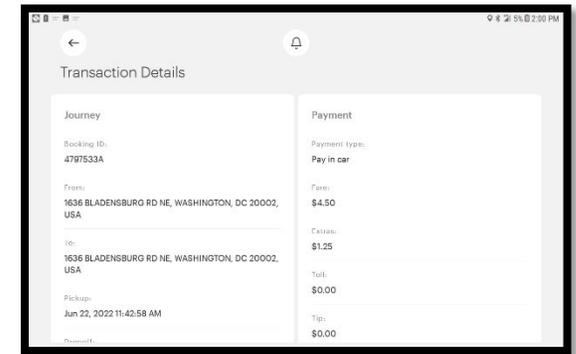
Manifest: Completed trips have a full list of the completed trips that you have run and serves as a manifest. Tap the trip for full details of the completed trip.
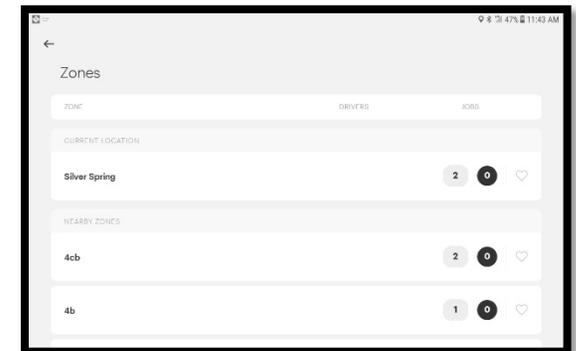
ZONES: List of Nearby and Active Zones with trips
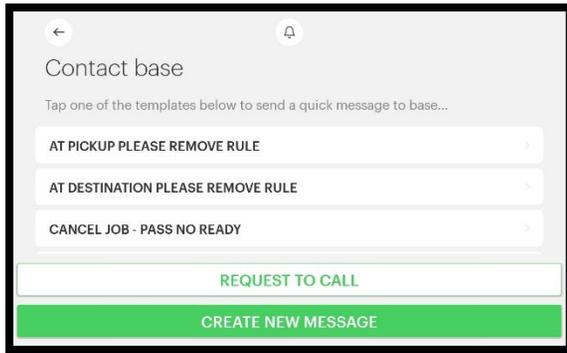
BASE: Canned messages to contact Dispatch
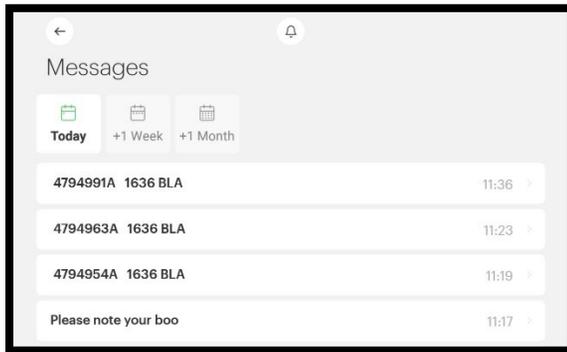
MESSAGES: Incoming and system messages. Tap on message for more details
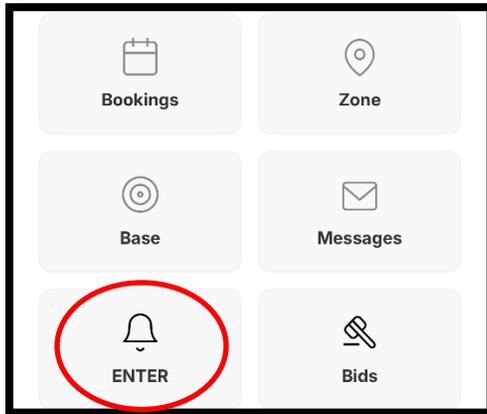
ENTER: In case of an emergency, press and hold for this button 3-seconds until an asterisk (*) is displayed. A silent alarm will be sent to base
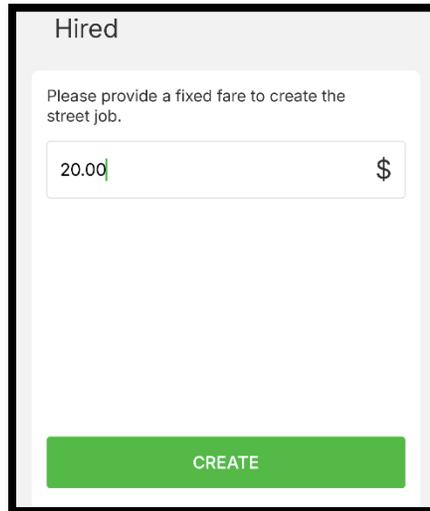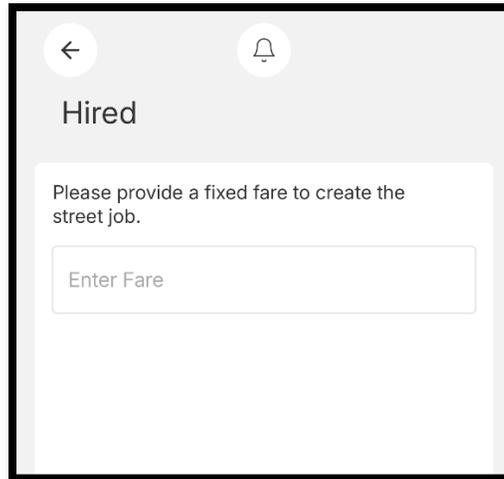
- Tap I'M BUSY and select Fixed Fare Hire
- Enter the amount of the Fixed Fare and tap **CREATE**
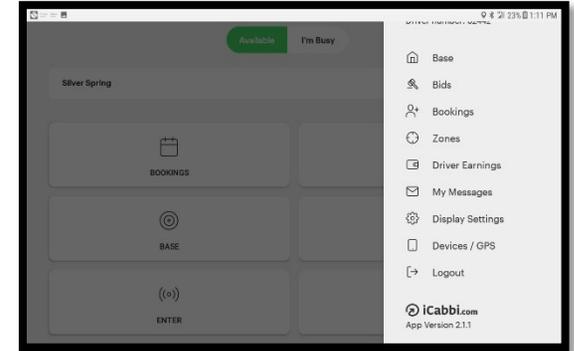
MAIN MENU SCREEN: Tap menu bars on Home screen to access
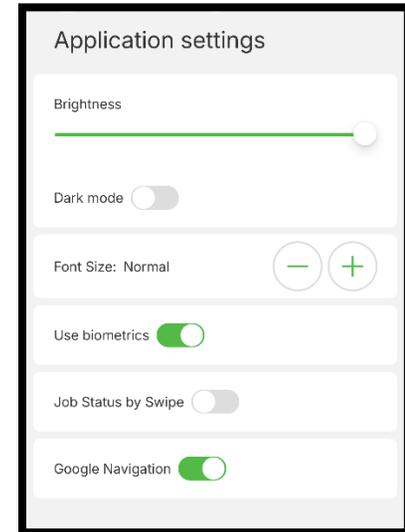
Display Settings: Ability to change Brightness, Screen Mode, Flip App or Font Size

BREAKS
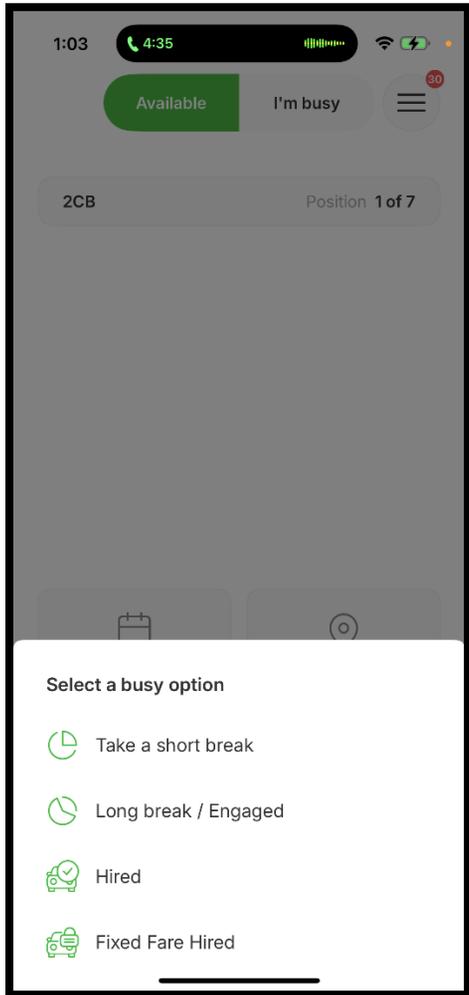
Tap I'M BUSY and select Break Type.

"Take a short break" will stop dispatch work for 5 minutes then return to Available.
"Long Break/ Engaged" will stop dispatch work until you make yourself available again by tapping "Available" on the home screen.
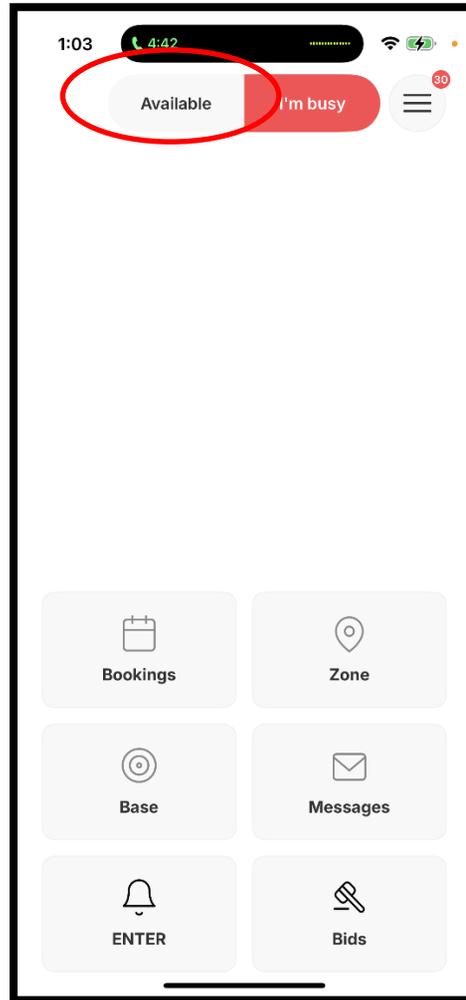
To make yourself "Available" again, you must tap where you see the word Available. It will turn green to indicate that you are ready for dispatch work