



User Manual „TALKE Event- und Tracking-App“

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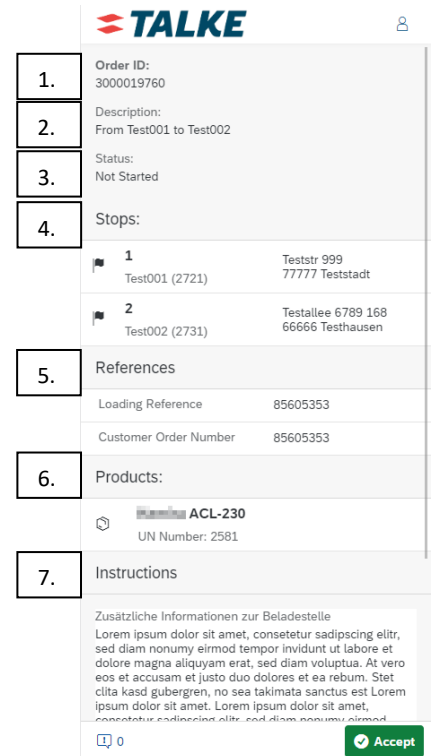
1 Order opening and continuing

1.1 Opening the order

The order overview opens automatically when using the hyperlink provided.

The overview shows:

1. The TALKE-internal order ID
2. A description of where the transport is to be carried out from and to
3. The execution status
4. The stops (usually: 1st stop: loading point, 2nd stop: unloading point)
5. Order specific references (usually the loading reference and customer order number)
6. The product to be transported, including UN number if required
7. Additional instructions if available



The screenshot shows the TALKE order overview interface. It includes the following sections:

- 1.** Order ID: 3000019760
- 2.** Description: From Test001 to Test002
- 3.** Status: Not Started
- 4.** Stops:
 - 1 Test001 (2721) Teststr 999 77777 Teststadt
 - 2 Test002 (2731) Testallee 6789 168 66666 Testhausen
- 5.** References:
 - Loading Reference: 85605353
 - Customer Order Number: 85605353
- 6.** Products:
 - ACL-230
 - UN Number: 2581
- 7.** Instructions:
 - Zusätzliche Informationen zur Beladestelle
 - Placeholder text: Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed diam nonummy eirmod tempor invidunt ut labore et dolore magna aliquyam erat, sed diam voluptua. At vero eos et accusam et justo duo dolores et ea rebum. Stet citta kasd gubergren, no sea takimata sanctus est Lorem ipsum dolor sit amet. Lorem ipsum dolor sit amet, consetetur eirmod tempor invidunt ut labore et dolore magna aliquyam erat, sed diam voluptua.

At the bottom right, there is a green "Accept" button.

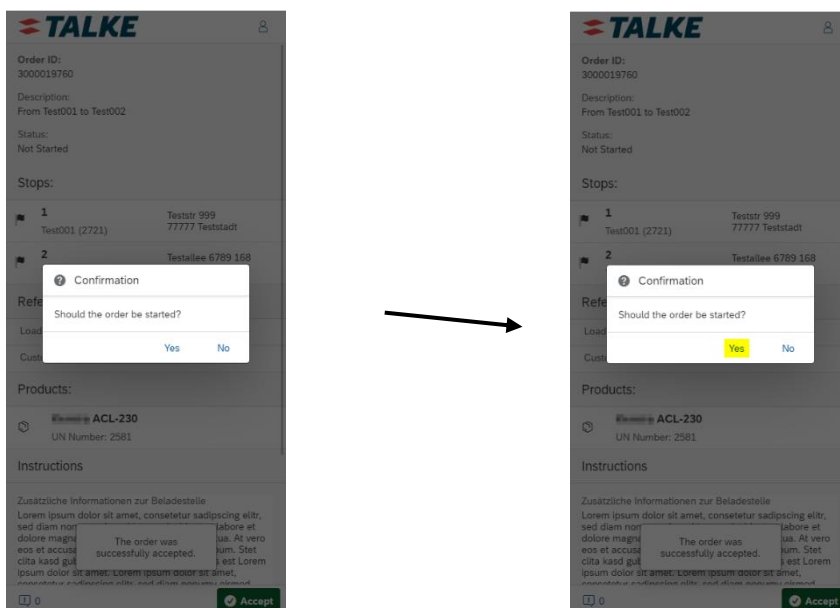
1.2 Accepting the order

The tour details can be checked at this point and the order can then be accepted. The order is accepted by clicking the "Accept" button:



1.3 Starting of the tour


As soon as the trip to the loading point begins, the order must be accepted and started. To do this, the renewed query if the order should be started is to confirm with "Yes".



The image shows two screenshots of the TALKE order overview interface, illustrating the confirmation process. The left screenshot shows a "Confirmation" dialog box with the question "Should the order be started?" and two buttons: "Yes" and "No". The right screenshot shows the same dialog box, but with the "Yes" button highlighted in yellow, indicating it has been selected. An arrow points from the left screenshot to the right one, showing the progression of the user's action.

1.4 Continuing the tour

If the tour was interrupted for a reason (e.g. takeover by another driver), it can be continued by opening it again (see 1.1 Opening the order). The fact that a tour is not started but continued can be recognized by the status as well as the start button, which now shows "Continue". With the confirmation of "Continue", the order automatically jumps to the last saved processing status.


👤

Order ID:
3000019760

Description:
From Test001 to Test002

Status:
Loading in Process

Stops:

1	Teststr 999 Test001 (2721)	77777 Teststadt
2	Testallee 6789 168 Test002 (2731)	66666 Testhausen

References

Loading Reference	85605353
Customer Order Number	85605353

Products:

📦 **ACL-230**
UN Number: 2581

Instructions

Zusätzliche Informationen zur Beladestelle
 Lorem ipsum dolor sit amet, consetetur sadipscing elitr, sed diam nonumy eirmod tempor invidunt ut labore et dolore magna aliquyam erat, sed diam voluptus. At vero eos et accusam et justo duo dolores et ea rebum. Stet citta kasd gubergren, no sea takimata sanctus est Lorem ipsum dolor sit amet. Lorem ipsum dolor sit amet, consetetur sadipscing elitr, sed diam nonumy eirmod

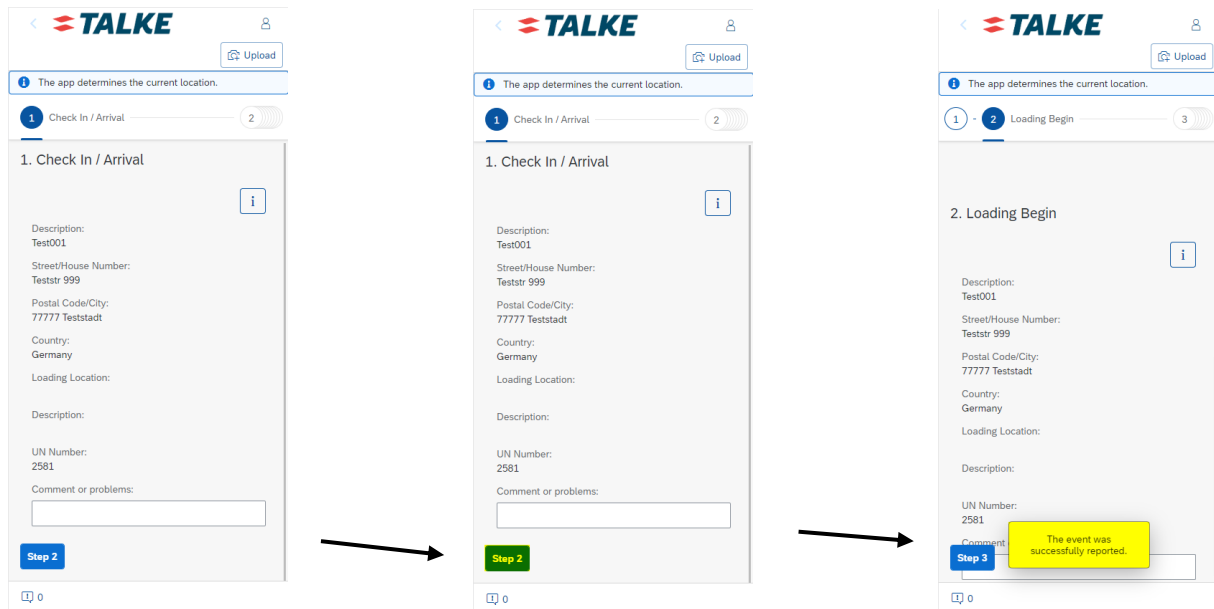
🔍 0
Continue

2 Event recording

2.1 Recording of events at the time of creation

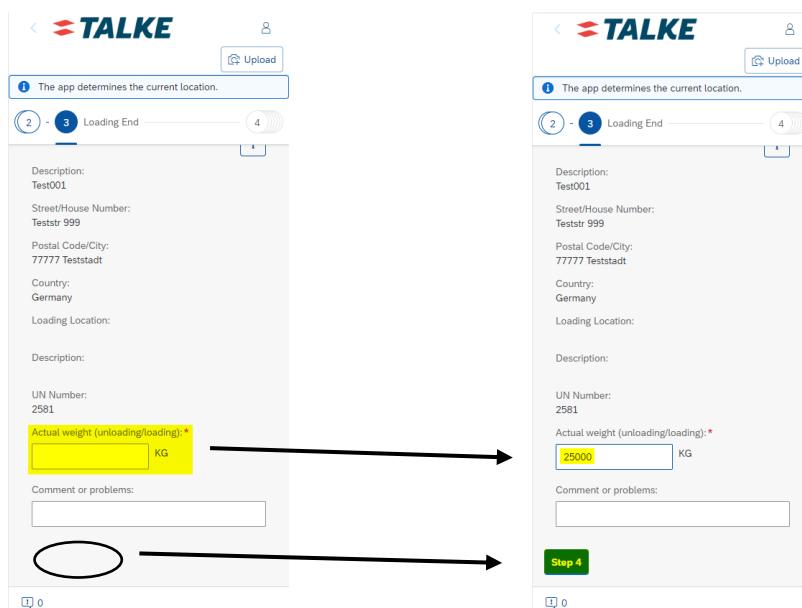
By confirming an event (pressing the button "Step X **Step**"), it is automatically reported back with this time stamp and the application displays the next event to be executed.

Once the event has been successfully reported, this is also displayed to the user.



2.2 Entering the weight at the end of loading and unloading

For the events "Loading End" and "Unloading End", it is mandatory to enter the weight in kg, otherwise it is not possible to proceed to the next step.

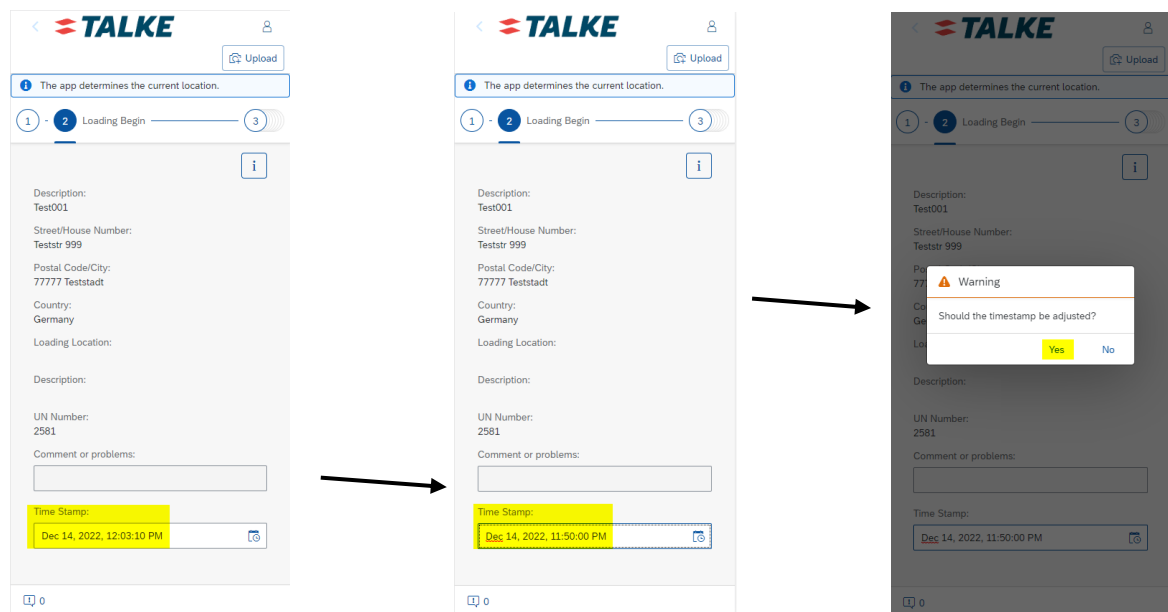


2.3 Editing the time stamp

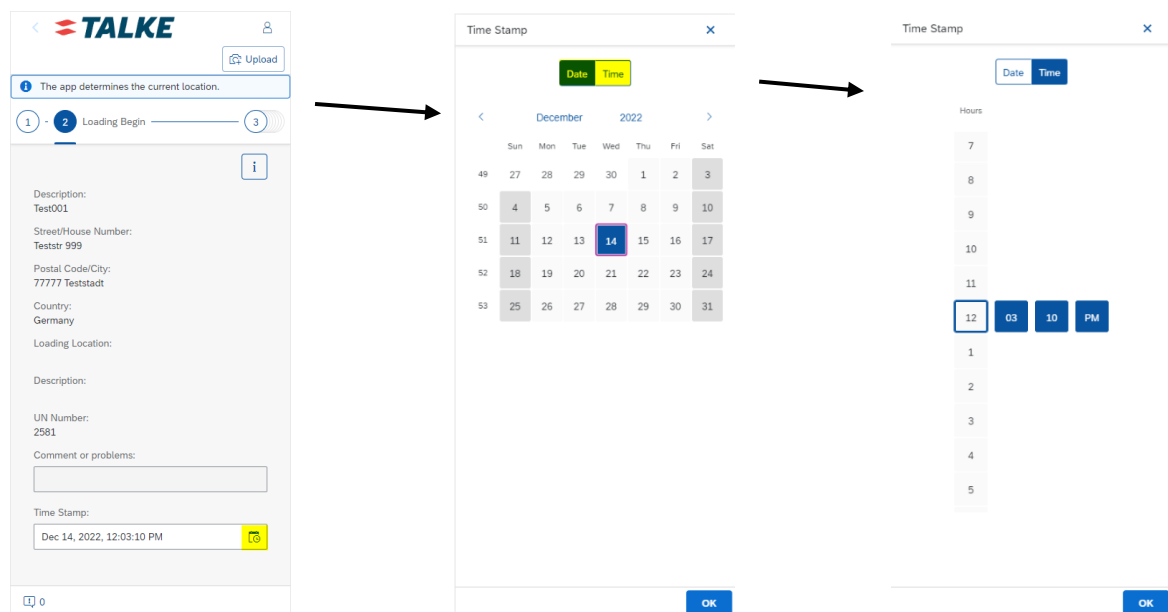
If events are reported late (e.g. due to missing connection to mobile data), the wrong time stamps can be corrected directly after the late execution (date and time).

The time stamp can be adjusted either directly by overwriting the recorded incorrect stamp or via the selection field, with the help of which an overview for adjustment opens. In this overview it is also possible to switch between date and time. The successful adjustment of the time stamp is also confirmed.

1st possibility:

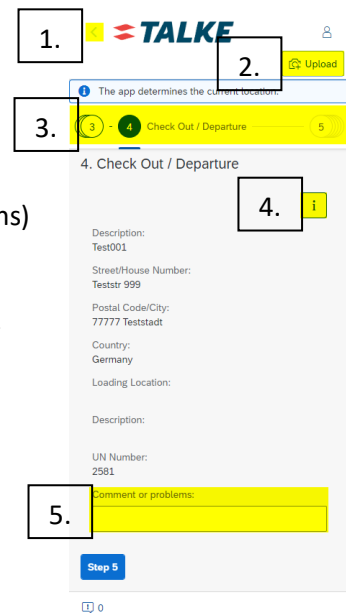


2nd possibility:



2.4 Using other applications

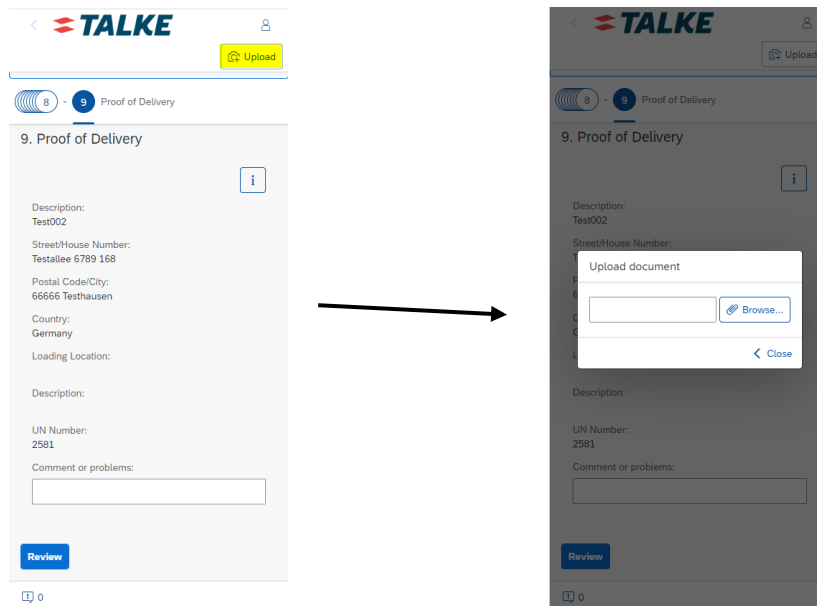
1. Return to the home page
2. Send a meaningful picture of special features, problems or similar
3. Track in the event overview at which step is located
4. Display the order-related information (references and instructions) again
5. Submit a remark or a problem (Attention: Do not report acute problems such as loading/unloading difficulties, product leaks or similar exclusively here!)



2.6 Uploading proof of delivery/waybill


The last event to be uploaded is a **clearly legible picture** of the proof of delivery/waybill. For this purpose, a previously taken picture must be uploaded. At least the consignment data (consignor, consignee, product, order number, etc.) as well as the standing times, signature and stamp of the consignee and weights (if no weighing note is available) must be visible from this picture.

It is mandatory to upload the waybill. Further documents and proofs (e.g. the cleaning certificate, the weighing note) can also be provided this way.

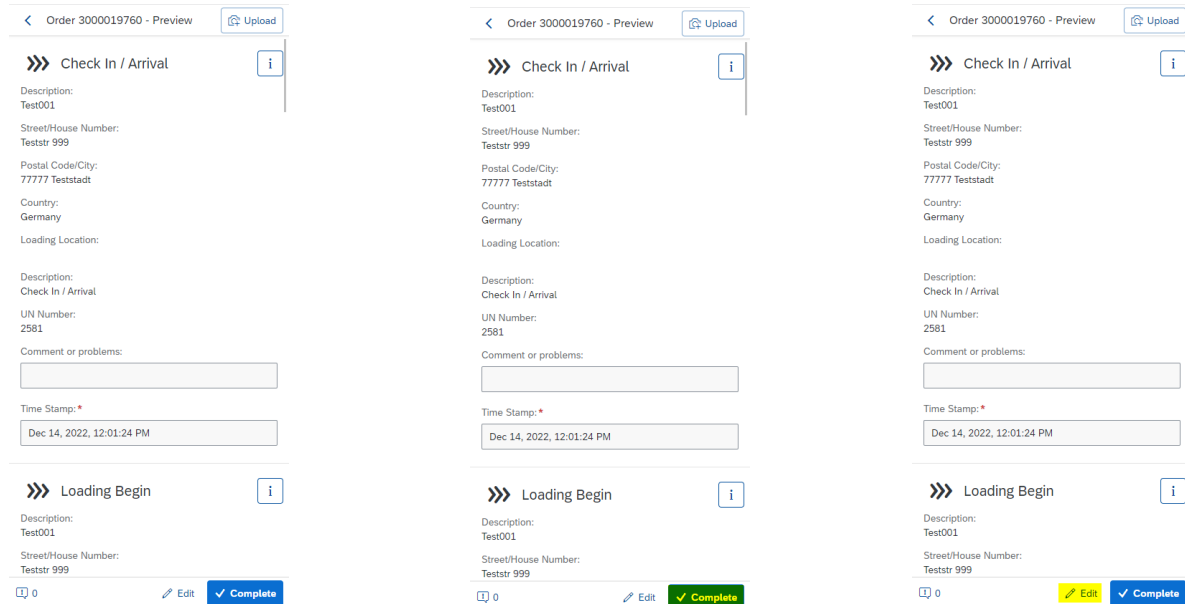



2.7 Completing of the order


As soon as all events have been recorded and the transport documents are uploaded, the entered data can be checked again and edited if necessary. In particular, the time stamps of the events and the loading and unloading weight entered can be adjusted in the event of late or incorrect reporting.

If all data has already been entered correctly, the order can be closed by clicking the "Complete" button. Otherwise, changes can be made under "Edit".  Edit

 Complete






Order 3000019760 - Preview 

Check In / Arrival 

Description: Test001
Street/House Number: Teststr 999
Postal Code/City: 77777 Teststadt
Country: Germany
Loading Location:

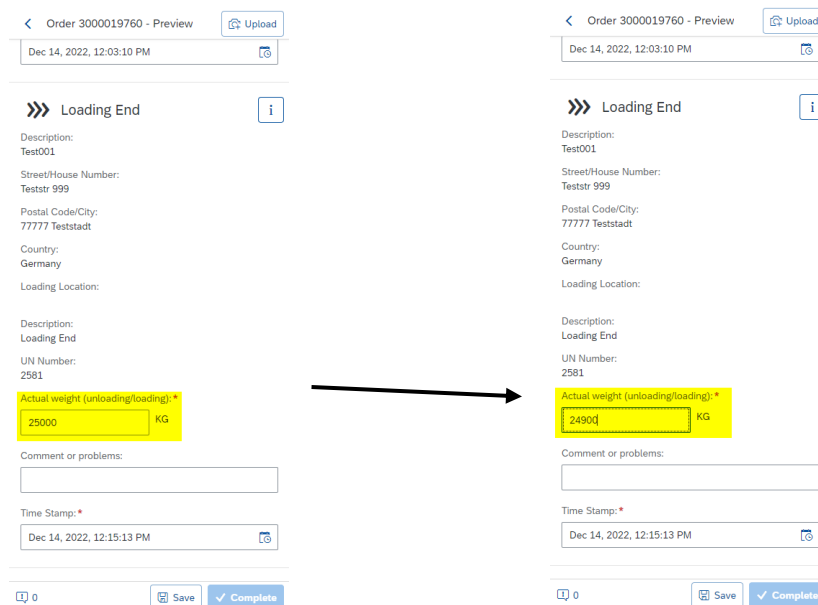
Description: Check In / Arrival
UN Number: 2581
Comment or problems:
Time Stamp: *
Dec 14, 2022, 12:01:24 PM


Loading Begin 


Description: Test001
Street/House Number: Teststr 999
UN 0  Edit 


The time stamps can again be adjusted either directly by overwriting the entered data or via the selection field, with the help of which an overview for adjustment opens. In this overview, it is also possible to switch between date and time (see 2.3 Editing the time stamp).

The weight can simply be deleted and re-entered or just overwritten.




Order 3000019760 - Preview 



Dec 14, 2022, 12:03:10 PM 

Loading End 

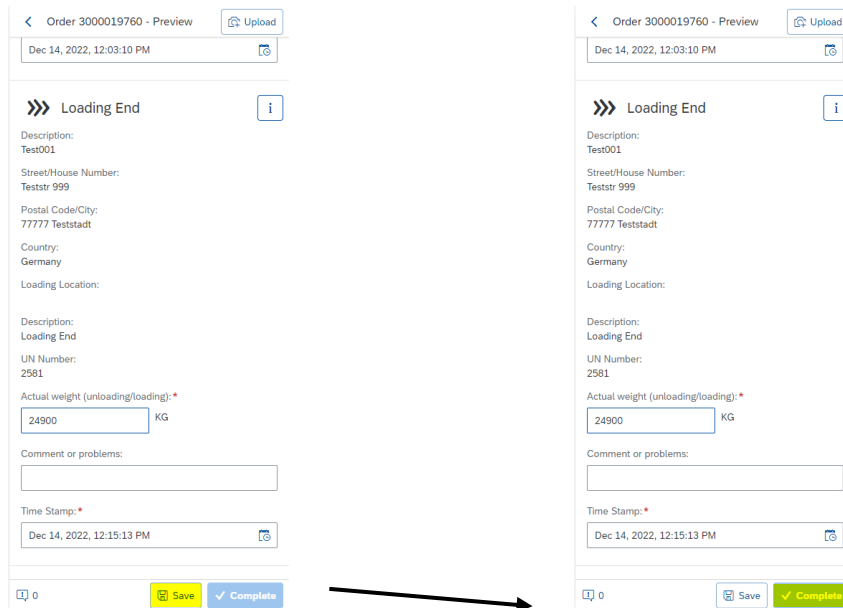
Description: Test001
Street/House Number: Teststr 999
Postal Code/City: 77777 Teststadt
Country: Germany
Loading Location:

Description: Loading End
UN Number: 2581
Actual weight (unloading/loading): *
25000 KG

Comment or problems:
Time Stamp: *
Dec 14, 2022, 12:15:13 PM 

UN 0  Save 

Once all adjustments have been made, they can be saved and the order to be processed can now be completed.



Since uploading the consignment note is essential for further processing, it will be asked again whether it has been uploaded after clicking the "Complete" button.

If it has not yet been uploaded, this can now be done (see 2.6 Uploading proof of delivery/waybill), otherwise it has to be confirmed that the proof of delivery (and all other documents) have already been uploaded.

After confirmation, there is a redirection to the initial overview page.

