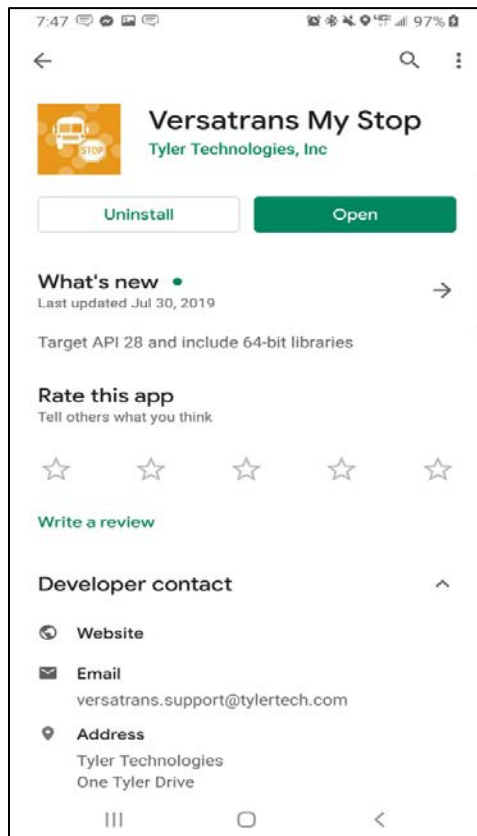


How to Use Versatrans My Stop on Android devices

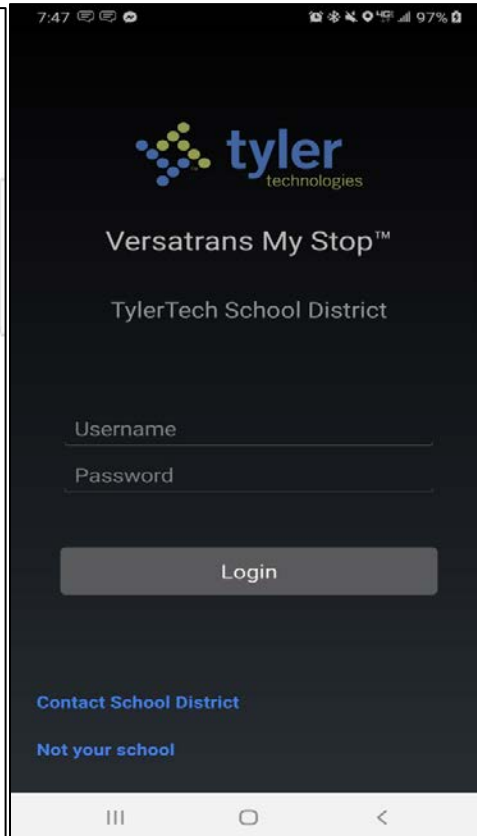
Versatrans My Stop allows parents to track their students' bus location and arrival times as well as receive notifications on delays or other pertinent information. It is an application that can be downloaded from the Apple or Android Store on your mobile device.

Step 1: Downloading the Versatrans My Stop App

- Type "Versatrans My Stop" into the search field in the Play Store. Be careful! There are several similarly named apps in the app store.
- Select Versatrans My Stop and download.
- After downloading My Stop navigate to the application and tap on it to open it.



Install Screen



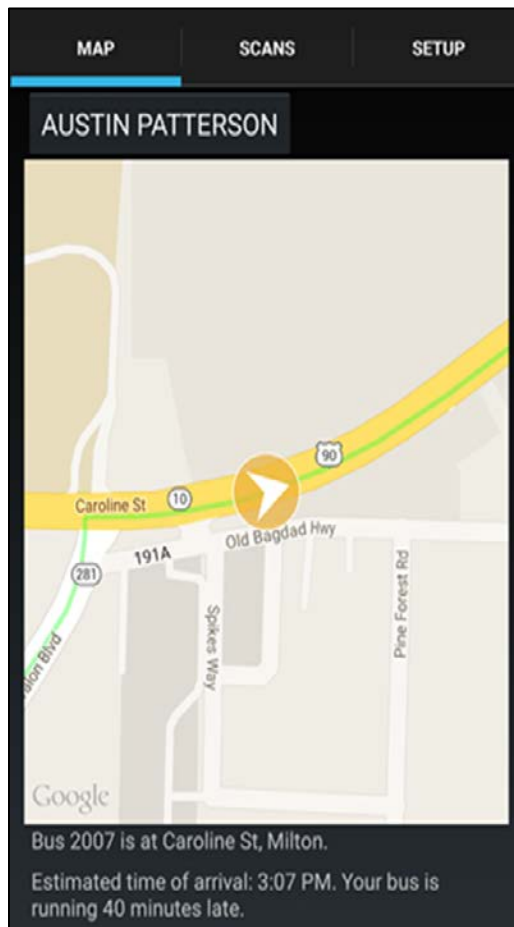
Default Screen After Opening App

Step 2: Logging In

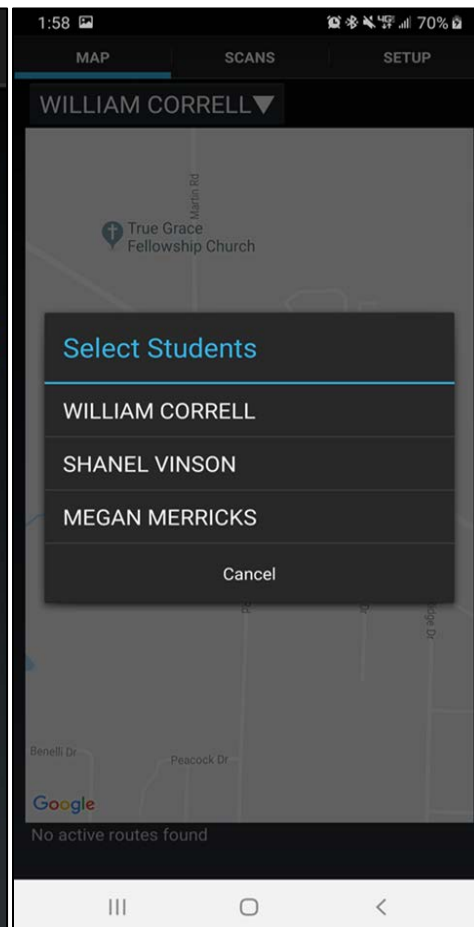
Log in with your student's student number for both username and password. Please change your password after your first login (choose Setup from the main screen).

Step 3: Navigating the Map Page

- After logging in you will arrive at the Map section. Here you will see your student's bus location and the estimated time of arrival.
- If you have multiple students riding buses on this screen there is an arrow with a dropdown menu to switch between your students.
- Remember if the bus is not on route you will not be able to see its location.



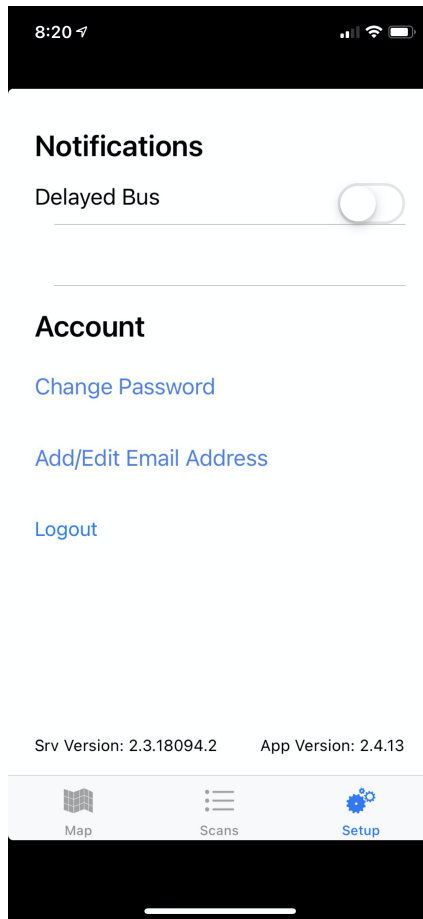
Bus Location and Arrival Time



Dropdown Menu for Students

Step 4: Navigating the Setup Page

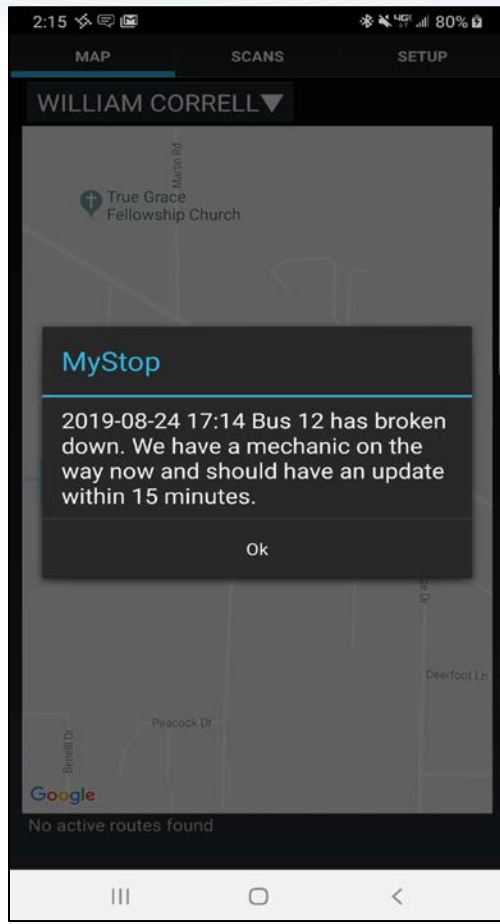
- (Note: the Scans page is not being used currently.)
- The Setup page allows for different notifications to be turned to on or off. We recommend all notifications be turned on, as this will allow you to receive the most up-to-date information from the bus and the transportation department.
- You can also log out from the Setup page. Please note, if you are not logged into the application you will not receive notifications to your mobile device.



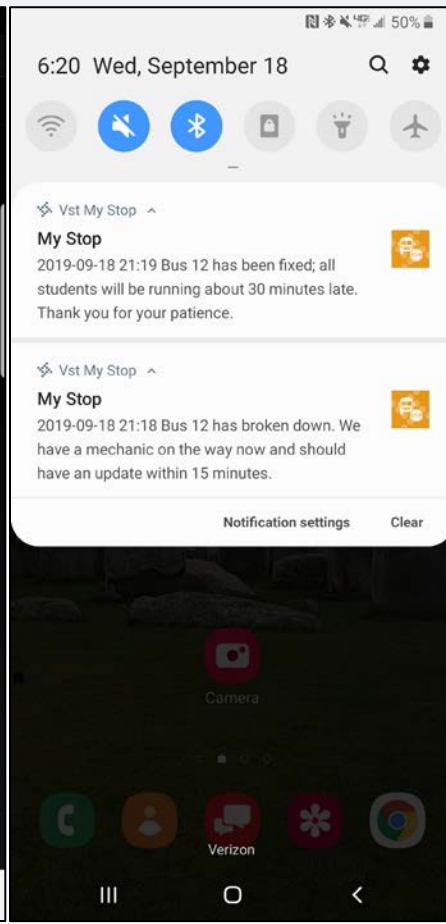
Notifications Screen

Step 5: Understanding Notifications

- The transportation department is now able to communicate bus delays and other information directly through Versatrans My Stop.
- Notifications can be sent to specific students or to all students in the district.
- These notifications will pop up immediately if you are in the application; if you do not have the application open, yet you are logged in, you will see the notification show up similar to how other notifications show up on your mobile device.
- If you select 'Delayed Bus', you'll get notifications if your student(s) bus is more than 10 minutes late leaving the school.



Notification While In-App



Notifications in Notification Center

Support

For any questions about Versatrans My Stop, please reach out to the Transportation department with an email to transrouting@nkcschools.org.