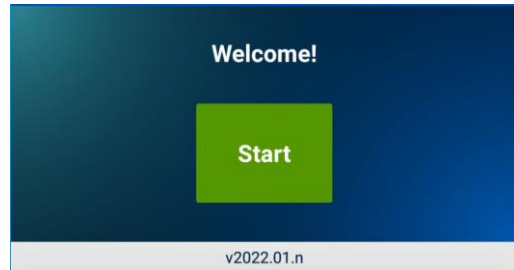


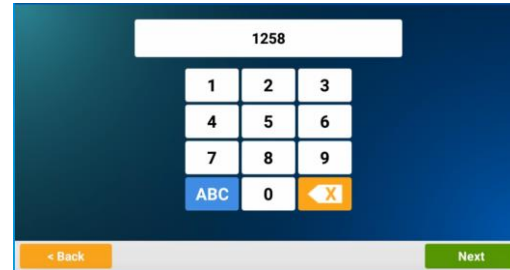


MDT 2022.01 Quick Reference Document – Logging In

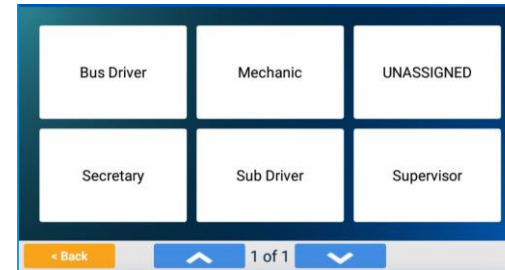
1.) On the Welcome screen, tap Start.



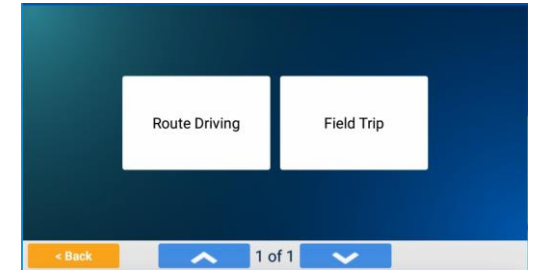
2.) Enter your ID number.
(Press ABC to enter letters.)
3.) Tap Next.



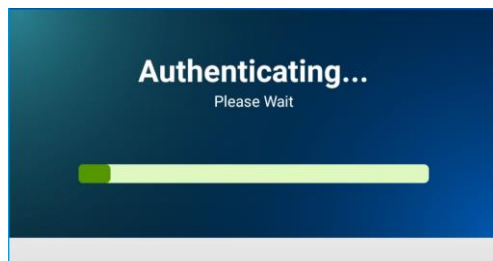
4.) Select your employee type (such as Driver or Monitor).



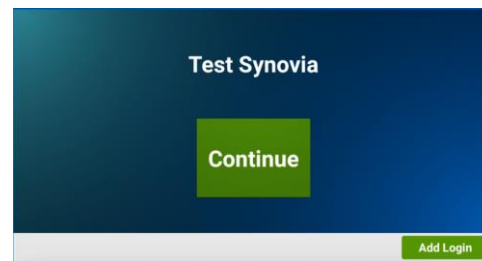
5.) Select the job type you are performing (such as Route Driving or Field Trip).



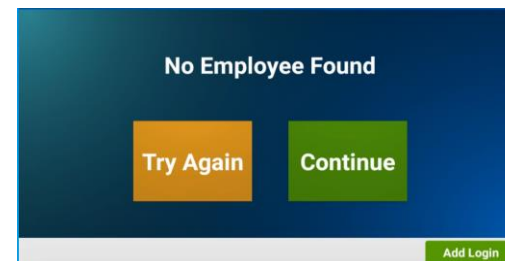
The system will attempt to authenticate your employee ID.



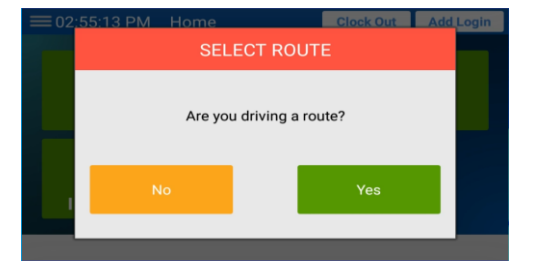
6.) If you are identified by name, tap Continue.



7.) If the authentication fails, tap Try Again. (Tap Continue after several failed attempts.)



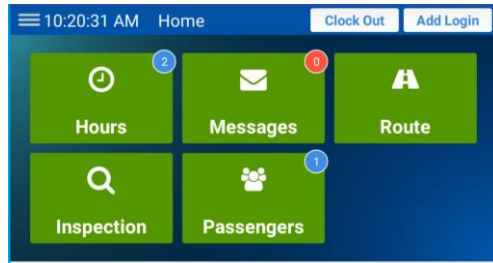
The Home screen will be displayed. You are now logged onto the MDT.



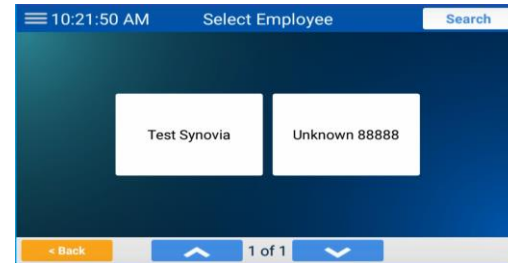


MDT 2022.01 Quick Reference Document – Logging Out

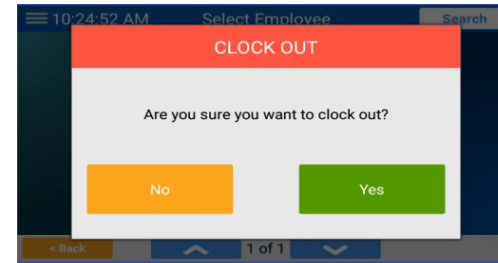
1.) On the Home screen, tap the Clock Out button.



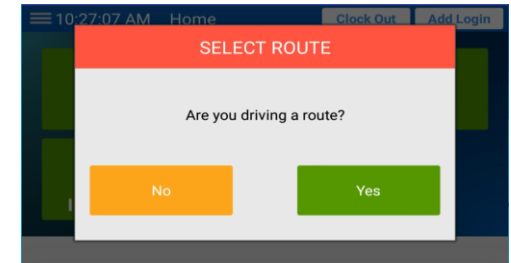
2.) If two or more employees are logged onto the tablet, select your name.



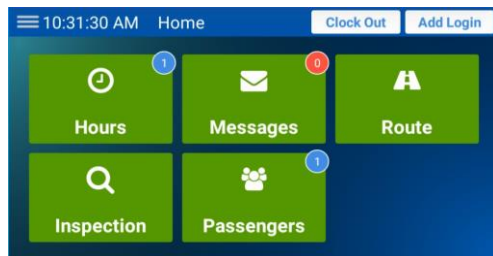
3.) Tap Yes to log out. (You can tap No to remain logged on.)



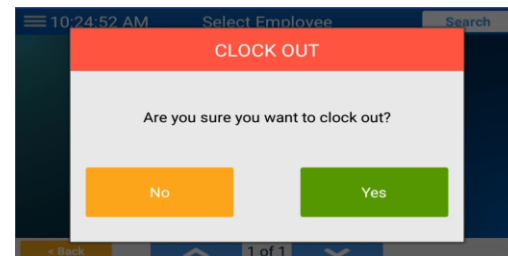
You will be returned to the Select Route screen if other employees are still logged on.



4.) Tap No to dismiss the Select Route screen and return Home.



5.) To log off another employee, repeat steps 1 through 3.



You will be returned to the Welcome screen. You are now logged out.

