

Start Screens

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These screens are used for master files, such as customer, drivers, vendors, etc.. They open with no records showing until you begin using the filter fields in the top portion to find the existing records you are looking for. Below is an example of the Driver Start Screen.

The screenshot shows a software window titled "Drivers". At the top left is a "Clear Filter Fields" button. To its right are input fields for "Driver Name" (containing "Trucking"), "Driver Address", and "Driver City / State". Further right is a "Driver Type" dropdown menu and a "Show Active" checkbox. A table of driver records is displayed below these fields. At the bottom of the window are four buttons: "New", "Print", "Search", and "Done". Red arrows with numbers 1 through 7 point to specific elements: 1 points to the "Driver Name" field, 2 points to the "Show Active" checkbox, 3 points to the table, 4 points to the "New" button, 5 points to the "Print" button, 6 points to the "Search" button, and 7 points to the "Done" button.

Driver Full Name	City	St	Home Phone	Cell Phone	Email	Hire Date	Driver Type
George Foreman Trucking	Tempe	AZ	(360) 896-6999	(555) 555-5555	psieloff@haulware.com		Subcontractor
Hurricane Trucking	Fort Myers	FL		(555) 555-5555	psieloff@haulware.com		Subcontractor
Jim Johnson Trucking	Vancouver	WA	(888) 888-8888	(555) 555-5555	psieloff@haulware.com		Subcontractor
Larry Reid Construction Trucking	Portland	OR	(444) 444-4444	(555) 555-5555	psieloff@haulware.com		Subcontractor
Markies Trucking Inc.	Rancho Cucamonga	CA	(360) 896-6699	(555) 555-5555	psieloff@haulware.com		Subcontractor
Rivera Trucking, LLC	Chino	CA	(555) 555-5555	(555) 555-5555	Jsieloff@haulware.com		Subcontractor
S&S Trucking, Inc.	Oakland	CA	(510) 555-5555	(555) 555-5555	Jsieloff@haulware.com		Subcontractor
Summertime Trucking	Buzzby Lane	TX		(555) 555-5555			Subcontractor
Todd's Trucking	Vancouver	WA		(360) 313-6994	hhalstrom@haulware.co		Subcontractor
Tri-State Trucking	Boulder City	NV	(222) 222-2222		Support@haulware.com		Subcontractor
Williams Trucking Company	Plant City	FL	(555) 555-5555				Subcontractor
WTF Trucking	Edmond	OK	(360) 896-6699	(555) 555-5555	hhalstrom@haulware.co		Subcontractor
Zang Trucking	Phoenix	AZ		(555) 555-5555			Subcontractor

1. In this example, we have entered the word **Trucking** in the Name field. Clicking the Search button at the bottom of the screen will return the results that meet all of the filters. You may combine search criteria

- and also enter CA as the state to only see the drivers/sub-haulers with the word Trucking in their name and their state is CA.
2. You may click on any of the column headers to sort all of the results in first ascending order, then, click the column header again to sort the results in descending order. Only one sort column is active at a time.
 3. The open folder icon will drill down into that record and open the details window with all specific information about that driver. Any driver line that is shaded with the darker color indicates their record is marked Inactive.
 4. Click **New** (Alt-n) to start a new record. A driver number and unique mobile control No. will be assigned automatically.
 5. Click **Print** (Alt-p) to print a report of the results currently displaying in the screen.
 6. Click **Search** (Alt-s) to re-query the drivers according to the search terms in the top portion of the screen. Click the Clear button in the far upper-left corner to clear all of the filter fields.
 7. Click **Done** (Alt-o) to close the screen and return to the main menu.