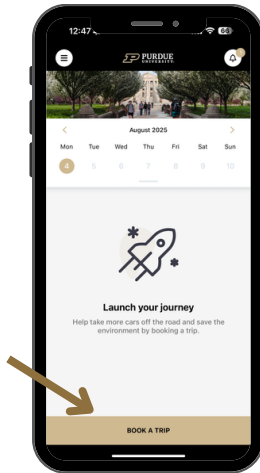
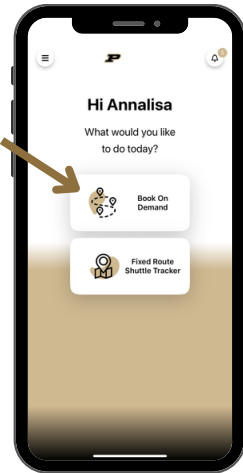


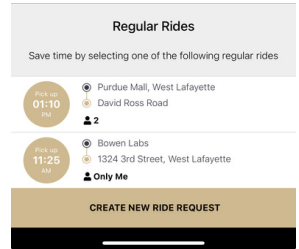
How to book a Purdue Campus Transit On Demand

1 Getting Started

Click **"Book On Demand"**, then **"Book A Trip"**.

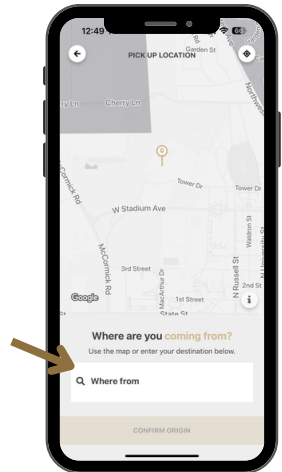
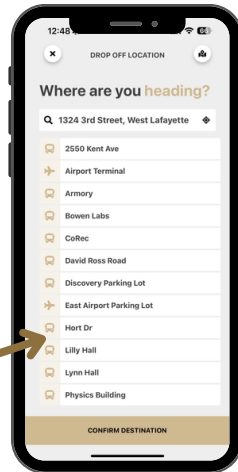
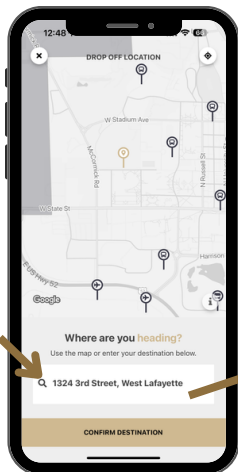


Once you have made trips, you will see them in the *Regular rides pop-up*.



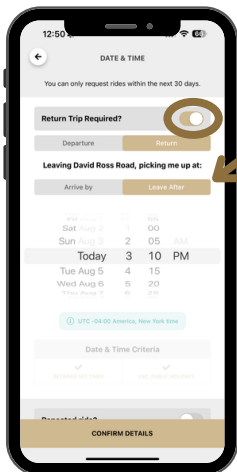
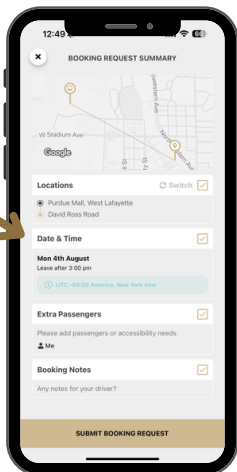
2 Trip Location

To **choose your destination**, select from the list.
Repeat this for where you are coming from.



3 Selecting Date, Time and Return Trips

On the Booking Request Summary, click **"Date & Time"** to choose when you want to book a trip.



Make sure to choose the correct time constraint; **Arrive by** or **Leave After**.

Arrive by - Trip expected to arrive on or before the set time.
Leave After - Trip expected to leave after the set time.

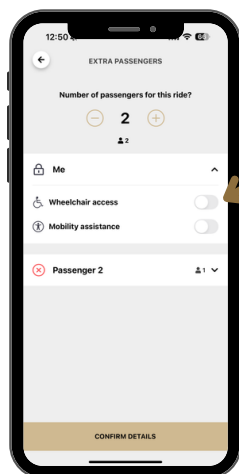
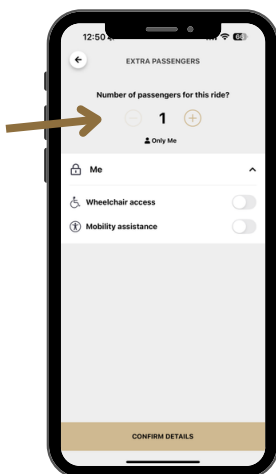
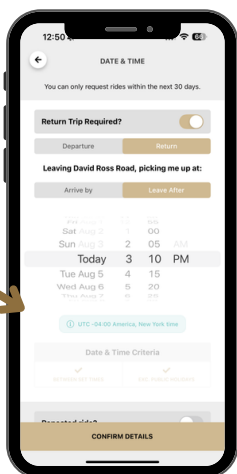
You can also book a **Return Trip** if needed. To do so, tap the toggle (circled) for "Return Trip Required?" and select the return trip time.

When finished, click **CONFIRM DETAILS**.

4 Adding Passenger Details

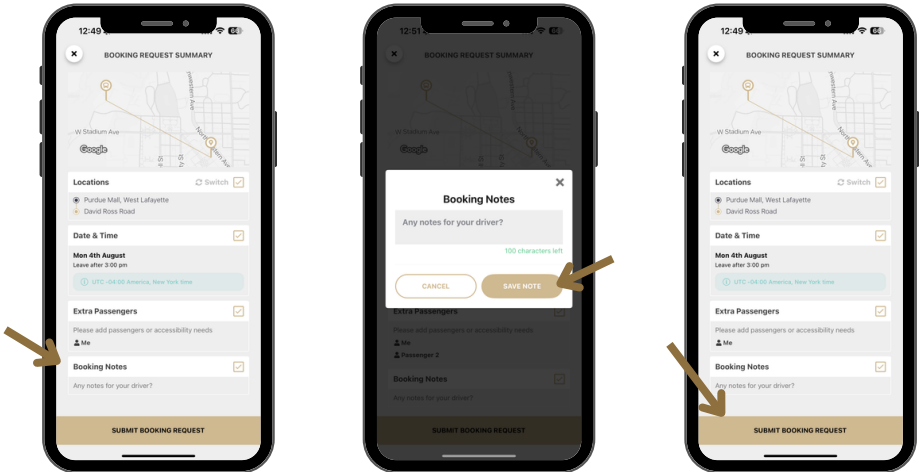
If you need to add additional passengers, click **"Extra Passengers"** and tap the + or - to add and remove passengers.

You can also indicate if any passengers require wheelchair access or mobility assistance. Once done, click **CONFIRM DETAILS**.



5 Booking Notes

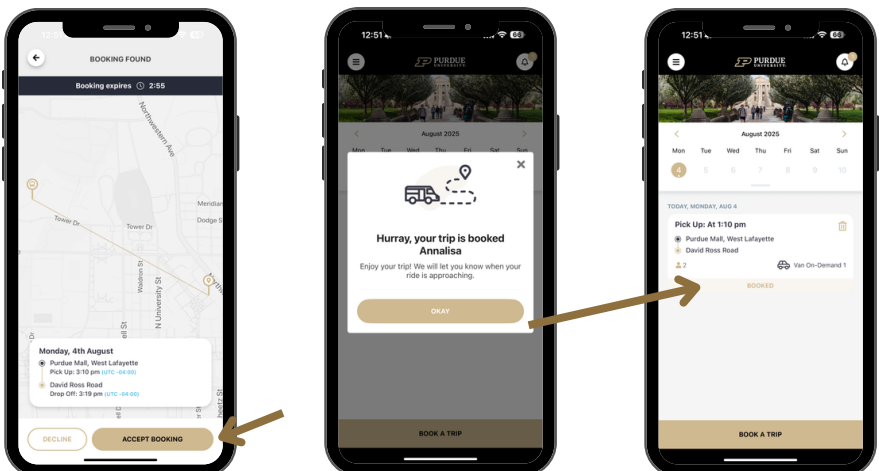
If you need to add a note on your booking for the driver you can do so by clicking **"Booking Notes"**, enter your note and click **Save Note**. Once you've added all details to your booking request, tap **SUBMIT BOOKING REQUEST**.



6 Confirming your Trip

Double check that **all details are correct** and click **ACCEPT BOOKING**.

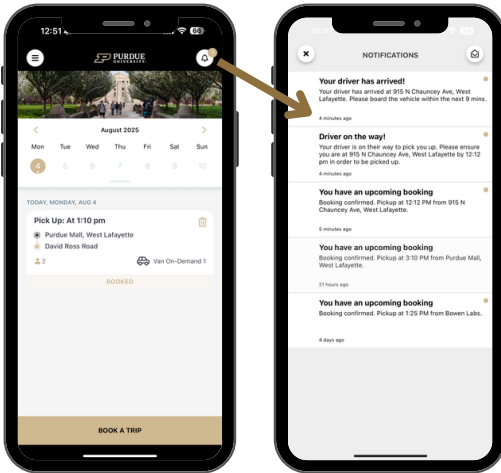
Once your booking is accepted, you will get a notification and the booking will show as **BOOKED** on your home screen.



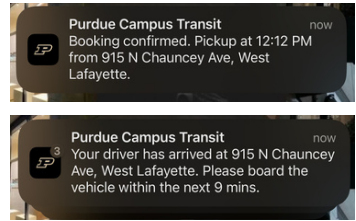
7

Notifications

You will also receive notifications in the app when the **driver is on the way** and when the **driver has arrived**. To view your alerts, tap the bell icon in the upper right hand corner.



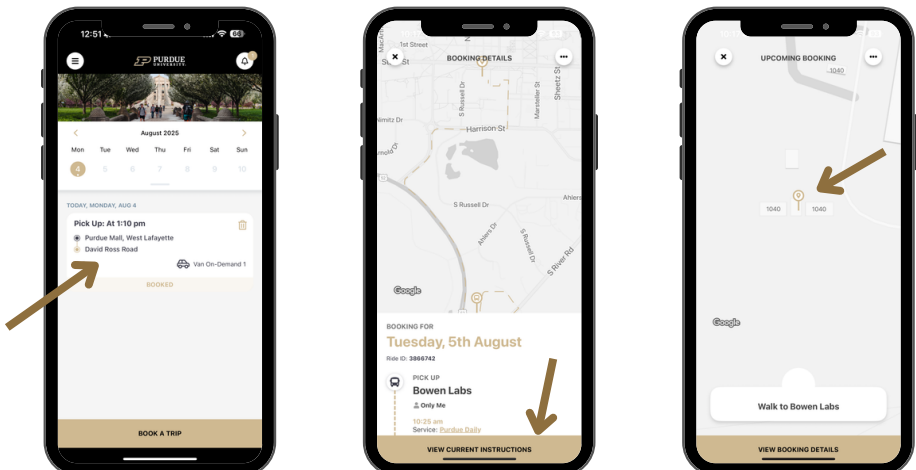
You will also receive push notifications to your device for these alerts.



8

Tracking your driver

From the homepage, **tap on your booking card**. Select **“View Current Instructions”**. You will see your driver’s **live location** indicated by a **black pin** on the map, allowing you to track their approach.



9

How rides are determined

When you request an on-demand ride, our system checks to see if a nearby fixed-route shuttle can get you where you need to go.

If there's a good match, we'll direct you to hop on that shuttle instead, it's quick, convenient, and already on the move!

