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ATHENA TOOLS

## Route Utilities Training Resource Guide



# Route Utilities

## Training Resource Guide

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# ROUTE UTILITIES TRAINING RESOURCE GUIDE

# PURPOSE OF THIS GUIDE

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The Route Utilities Training Resource Guide will provide you with explanations of the basic tools within Athena, as well as provide you with specific scenarios you may encounter as you begin to independently navigate the system within the User Stories section of this guide.

## ATHENA ROUTE UTILITIES INTRODUCTION

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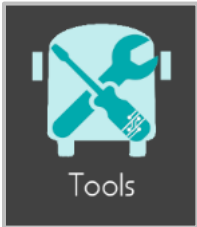
The Route Utilities Module houses workflows pertinent to route data and upkeep. The Athena Utilities Modules are most notably used when employing batch operations; the batch workflows specific to this module include:

- Direction Override Assignment
- Delete Routes
- Remove Stops
- Unassign Vehicles
- Diagnose and Fix Gaps

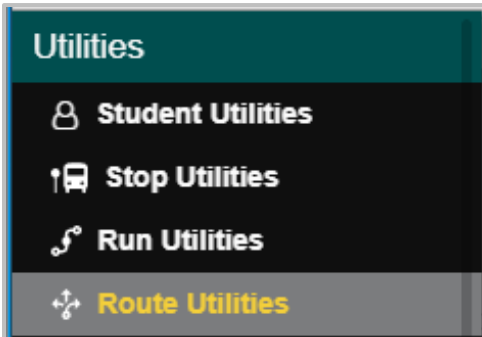
## NAVIGATING THE ROUTE UTILITIES MODULE

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1. From the Athena Homepage, select the “Tools” application.

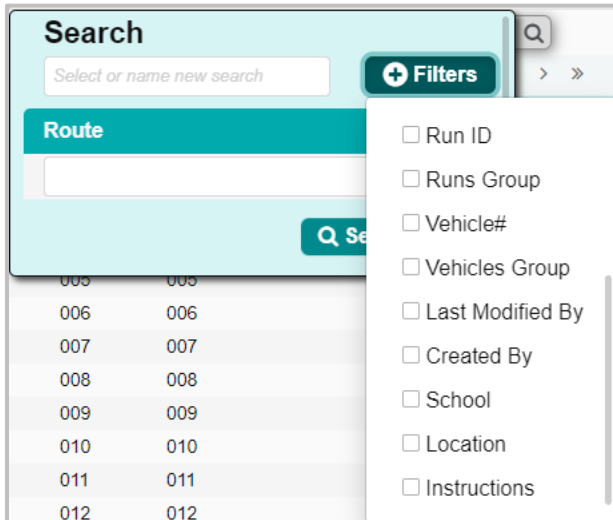


2. Navigate to the Route Utilities Module.



### 3. Search Bar:

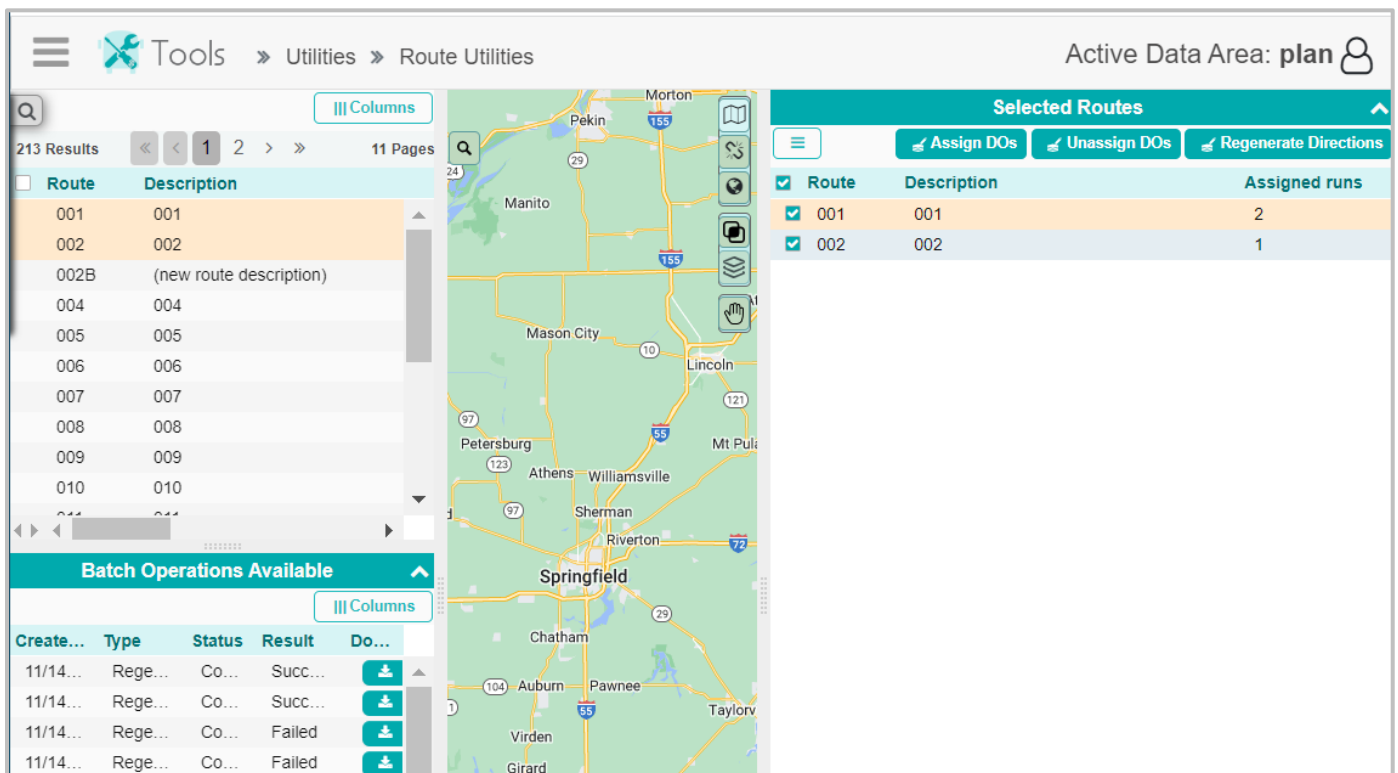
Use the search bar to query for specific runs; add filters as needed to narrow your search.



### 4. Route Utility Spaces:

The Route Utilities Module displays the familiar panels within Athena: Data Panel, Map Panel, and Workspace Panel—the only card the user will find in the Workspace Panel is the “Selected Routes” card.

- The user will see the addition of the “Batch Operations Available” card within the Data Panel, which will display all operations that were performed within the module, whether they were a ‘Fail’ or a ‘Success’.



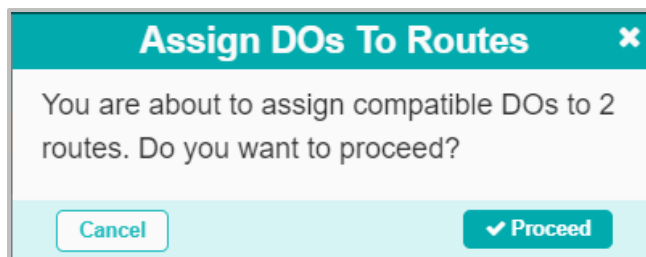
## 5. Selected Routes Card:

Within the “Selected Routes” card the user can perform individual or batch operations for a number of data pieces.

### 5.1 Unassign and Assign Direction Overrides:

#### a.) Assign DO's:

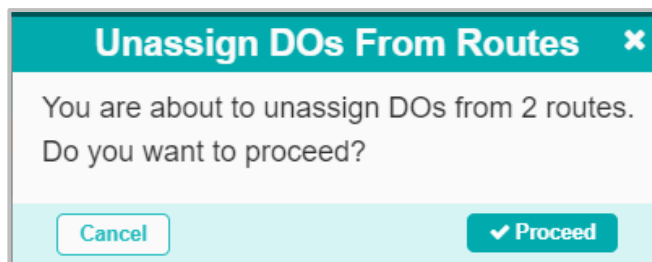
When using the “Assign DO's” tool in Run Utilities, the system will assign what it deems as the “best fit” for the selected runs based on the direction overrides currently within the system.



*Note:* If the user would like to visually see the DO's available for assignment, prior to its assignment to a Run, the user can visit the Direction Override Utilities Module.

#### b.) Unassign DO's:

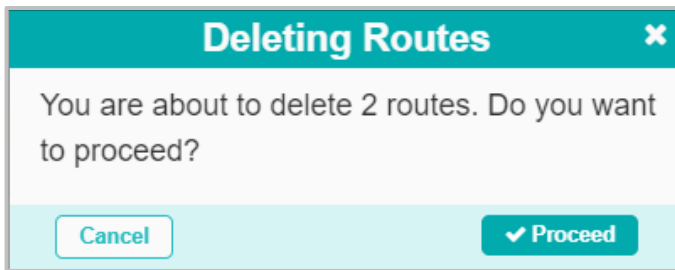
The “Unassign DO's” tool works the same as the assign tool, it will bring you to a confirmation window where you will approve the unassignment of any DO's found on the selected run(s).



### 5.2 Delete Routes:

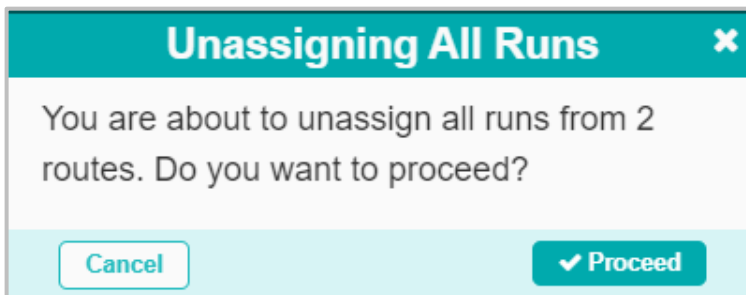
Users can delete individual or a group of runs by using the “Delete” tool. Unlike in the Runs in Data Management Module, the user does not need to first unassign stops from the run.





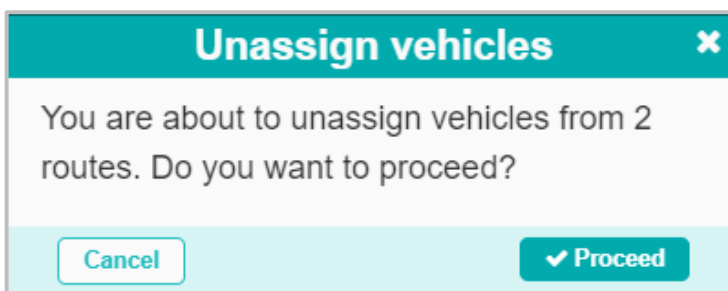
### 5.3 Unassign All Runs:

Users can unassign all runs from the selected routes.



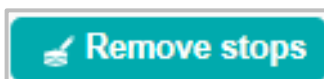
### 5.4 Unassign Vehicles:

The "Unassign Vehicles" tool allows users to unassign vehicles from the selected routes.



### 5.5 Remove Stops:

The "Remove Stops" tool allows users to choose between removing all stops from the selected route, or choose a subset, meaning the user can select specific runs on the route to remove all stops from.





**Remove stops from route**
✕

**Belltimes to load:**     All     Choose Subset

Bell Time	Frequency	Type
8:24 AM	MTWUF	ARRIVAL
2:15 PM	MTWUF	DEPART
3:30 PM	MTWUF	DEPART

Cancel
✓ Proceed

### 5.6 Diagnose and Fix Gaps:

This tool is enabled for runs that have “No Travel Gap” and “Gap” present within their driver directions—these gaps are indicators of the run traveling over a no-travel segment or stop exclusion zone.

When initiated, this tool will:

- (1) Check Waypoints
- (2) Unassign Stops impacted by a no-travel segment
- (3) Reinsert Unassigned Stops
- (4) Repair the gaps by adding direction overrides

The system will be responding to the gap using the best solution it can find—to **complete this process manually, and be able to follow the correction of these gaps step-by-step, please visit with the [Direction Overrides Training Resource Guide](#).**



**Route Diagnose**
✕

You are about to diagnose and fix gaps for 2 routes. Do you want to proceed?

Cancel
✓ Proceed

# ATHENA USER STORIES

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The User Stories section of this guide will offer you scenarios that are applicable to some of the workflows you might encounter in your day-to-day tasks within Athena. Some scenarios that will be discussed include:

- [Search for Routes Impacted by No Travel and Google Gaps and Batch Fix Found Gaps](#)

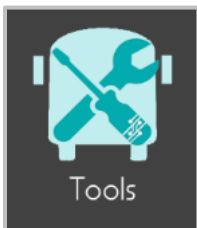
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## 1. Search for Routes Impacted by No Travel and Google Gaps and Batch Fix Found Gaps

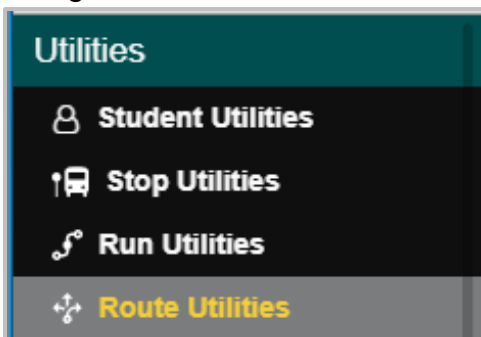
You have been tasked to perform a validation check on your routes currently in the system, and identify any routes that may be impacted by No Travel and Google Gaps. To identify these routes, you will use the “Instructions” filter within the search tray, before using the batch “Diagnose and Fix Gaps” tool to correct any routes found within your search.

### Here’s How:

1. From the Athena Homepage, select the “Tools” application.

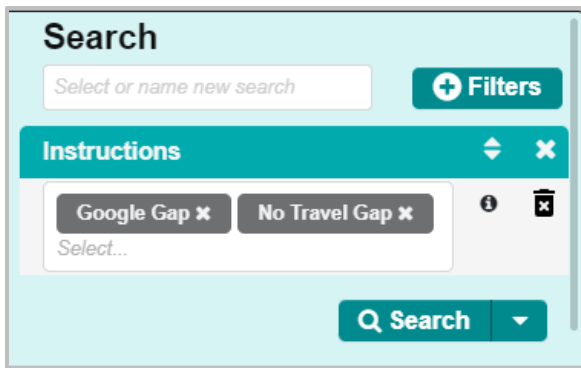


2. Navigate to the Route Utilities Module.



3. **Search Bar:**

Within the search tray, add the “Instructions” filter, and include ‘Google Gap’ and ‘No Travel Gap’ to your field.



4. Within the Data Panel, select all routes that were found to have 'Google Gaps' or 'No Travel Gaps' within their driver directions.

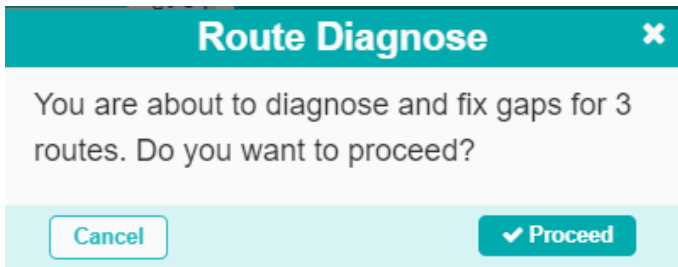
Route	Description	Assigned runs
001	001	2
009	009	6
015	015	3
016	016	5
020	020	6
034Test	034Desc	7

Next, select all routes in the "Selected Routes" card of the Workspace Panel.

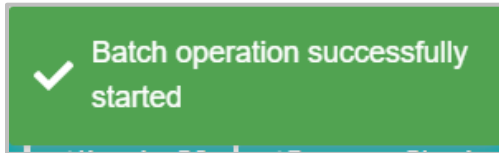
Route	Description	Assigned runs	Contractor
<input checked="" type="checkbox"/>	001	2	
<input checked="" type="checkbox"/>	009	6	
<input checked="" type="checkbox"/>	015	3	

5. Once all routes are selected within the "Selected Routes" card, the user will enable the "Diagnose and Fix Gaps" tool.

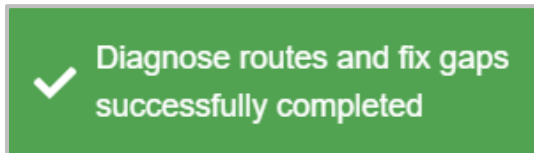
Assigned runs	Contractor
2	
6	
3	



The system will notify the user when it has started working on the imitated operation.



6. Once completed the user will see the following message populate on their screen:



The user will additionally see the completed operation populate in the "Batch Operations Available" card:

A table titled "Batch Operations Available" with a "Columns" button in the top right. The table has five columns: "Created time", "Type", "Status", "Result", and "Download". The first row is highlighted with a red border and contains the following data: "11/15/23, 12:52...", "Diagnose and fi...", "Completed", "Success", and a download icon.

Created time ↓	Type	Status	Result	Download
11/15/23, 12:52...	Diagnose and fi...	Completed	Success	