

# ATHENA TELEMATICS VEHICLES ROUTE ASSIGNMENTS

Education Logistics, Inc.

Training Guide



# Athena Telematics Vehicles Route Assignments Training Guide

2024 by Education Logistics, Inc

All rights reserved.

Date Modified: 11/18/24

Version: 1.65.27

EDULOG is a trademark of Education Logistics, Inc.

Education Logistics, Inc.

3000 Palmer St.

Missoula, Montana 59808

(406) 728-0893

https://www.edulog.com/

## TABLE OF CONTENTS

INTRODUCTION	3
NAVIGATING THE VEHICLES ROUTE ASSIGNMENT MODULE	3
Login	3
Athena Portal Home Page	3
Telematics Application	4
Action Bar Main Menu	4
Telematics Modules	5
Route Assignment Module	5
Load Routes with Assignments	6
Load Vehicles with Assignments	7
Find Vehicles Availability	7
Assign Vehicle to Route	8
Unassign Vehicle to Route	9
Display Roue Assignment Detail	10

### **INTRODUCTION**

The Athena Telematics Vehicles Route Assignments Training Guide will provide you with explanations of the basic tools within Athena Telematics, walk you through the procedures specific to the Vehicles Route Assignment module within the software.

This module is for long-term vehicle-route assignments; therefore, there are no start dates and end dates for each assignment. The assignment indicates that the assigned vehicle will serve the route throughout the school year.

### NAVIGATING THE VEHICLES ROUTE ASSIGNMENT MODULE

#### Login

At the Login page, enter your Username (email) and Password.



#### Athena Portal Home Page

Once logged in, you will be taken to the Athena Portal Home Page. At the bottom of this page are the Athena applications.



#### **Telematics Application**

Select the satellite icon to enter the Telematics application.



#### Action Bar Main Menu

The Telematics Action Bar will open. This is your main menu.

Tracking
Vehicles on Routes
Detection
🖒 On-Time Status
Vehicles Management
😭 Route Assignment
Planned Substitutions
Drivers Management
▲ Route Assignment
음 Planned Substitutions
Data Management
$\mathcal{C}$ Live Substitution
② Clock In Monitor
Utilities
() Clocked Configuration
Reporting
Rollout Sheet Report
Edulog Standard Report
School Arrivals
Home

#### Hamburger Icon

You can open and close the action bar by selecting the hamburger icon at the top left.



#### **Telematics Modules**

In the action bar, select Routes Assignment under Vehicle Management.



#### **Route Assignment Module**

There are 3 Panels in the route assignment module. Top left is the Vehicle-Route Assignment Panel, on the top right is the Searching panel, and the bottom is the Vehicle Availability panel.

**Education Logistics, Inc.** Confidential Information. Do not communicate, disclose, or make available all or any part of this document without permission.

					Vehi	de-Rout	Assignm	ent										>					Sean	ching				
														6	Unessig	n Vehicle	III Colur	nns	Route	Informa	tion							
toute ID	Vehicle	Frequen	cy	From Tin	ne		To Time		L	oad		Du	ration		De	pot			Route If	1				Erection				
004		MTWUE		07:05:0	0		16:22:00			0		0	9:17:00						017	·				MTWUE				
005		MTWUE		07:00:0	0		16:16:00			60		0	9:16:00						Erom Tir	-				To Time				
06		MTWUE		05:51:0	0		16:19:00			0		1	0:28:00						06:46 A	M				04:18 P	M			
08		MTWUE		06:50:0	0		16:20:00			0		0	9:30:00															
09		MTWUE		06:45:0	0		16:30:00			0		C	9:45:00						Vehicle	Requi	rements	8						
10		MTWUF		06:40:0	0		17:50:00			0		1	1:10:00						Vehicle									
114		MTWUF		05:50:0	0		16:28:00			0		1	0:38:00															
017		MTWUE		06:46:0	0		16:18:00			0		0	9:32:00						Capacity	/				Depot				
221		MTWUF		06:40:0	0		16:28:00			40		0	9:48:00						0									- 14
122		MTWUE		06:33:0	0		16:21:00			0		0	9:48:00															
123		MTWUE		06:15:0	0		17:02:00			0		1	0:47:00												0	Find Veh	licle Ave	llabilit
25		MTWUE		06:34:0	0		16:20:00			0		0	9;46:00														-	
26		MTWUE		06:45:0	0		16:25:00			0		0	9:40:00															
127		MTWUF		06:45:0	0		16:14:00			0		0	9:29:00															
128		MTWUE		06:50:0	0		16:24:00			0		0	9:34:00															
30		MTWUE		06:07:0	0		16:42:00			0		1	0:35:00															
31		MTWUE		06:45:0	0		16:25:00			0		0	9:40:00															
32		MTWUF		06:36:0	0		16:33:00			0		C	9:57:00															
											Vehicle	wailabilit	y.															
																								6.4	ALL DO AND	وا المتخذ	Availal	bility
hicle Route	e ID Capacity	Frequency	Depot	00:00	01:00	02:00	03:00	04:00	05:00	06:00	07:00	08:00	09:00	10:00	11:00	12:00	13:00	14:00	15:00	16:00	17:00	18:00	19:00	20:00	21:00	22:00	23:00	23
H017	88		D1																									
EHICLE006	99		D2																									
HALMHO	300																											
2	150																											
HALMHO	99		BBBBD																									
BHOLE008	99																											
ine i	99		D1																									
HBU																												

#### Load Routes with Assignments

Routes must have valid Frequency (if they have at least one working day) to be loaded Display the routes and assignments on panel with columns:

- 1. Route ID, Vehicle, Frequency, From Time (AM/PM), To Time (AM/PM), Load, Duration (hours from depot back to depot), Depot (get the start depot of Primary Cover), Assigning Time (**Hidden by default**)
- 2. The default sorting prioritizes routes that **do not** have a Vehicle Assignment, followed by sorting based on route ID

	Telematio	cs » Vehi	cles Managemen	t » Route Ass	ignmer	nt														Act	ive Da	ata Ar	ea: <b>pl</b> a	an I Ef	fectiv	/e on: {	5/31/2	38
						٧	/ehicle-Ro	ute Assig	Inment												>			Se	arching			>
																	- Ur		ehicle 🗌	Colum	ns p	Route Int	ormatio	m				
Route ID	Vehicle	Frequency	From Time	To Time		Load	Dui	ration			Depot								- Beu	to ID	-	e ID			Fre	quency		
001		MTWUF	06:09 AM	04:52 P	M	0	10	):43:00											Nob	lele		010			MT	WUF		
003		MTWUF	05:40 AM	04:29 P	M	0	10	):49:00											• ven	icie		Time			To	Time		
004		MTWUF	07:05 AM	04:22 P	М	0	09	3:17:00											Free	quency		DAM			04:	16 PM		
005		MTWUF	07:00 AM	04:16 P	M	60	09	9:16:00											From	n lime								
006 🤟		MTWUF	05:51 AM	04:19 P	M	0	10	):28:00											10 1	ime		cle F	Requirer	nents				
008 Sort	by Route ID	MTWUF	06:50 AM	04:20 P	M	0	09	9:30:00											Loa	d		>le						
009	by Route ID	MTWUF	06:45 AM	04:30 P	M	0	09	9:45:00											Dura	ation								
010		MTWUF	06:40 AM	05:50 P	M	0	11	:10:00											Dep	ot	_	icity			Dep	pot		
011		MTWUF	06:35 AM	04:24 P	M	60	OS	3:49:00						J	Hidde	n by d	efault	$\rightarrow$	Ass 🗌	igning 1	Time							-
013		MTWUF	06:55 AM	04:27 P	M	0	09	3:32:00													_							
014		MTWUF	05:50 AM	04:28 P	M	0	10	0:38:00												Close	ා Rese	•				Q Find Vel	hicle Avai	ability
016		MTWUF	06:50 AM	04:23 P	M	0	09	9:33:00										6			_							
017		MTWUF	06:46 AM	04:18 P	M	0	09	3:32:00																				
018		MTWUE	06:41 AM	04:27 P	M	0	09	9:46:00																				
021		MTWUF	06:40 AM	04:28 P	M	40	09	9:48:00																				
022		MTWUF	06:33 AM	04:21 P	M	0	05	9:48:00																				
023		MTWUF	06:15 AM	05:02 P	M	0	10	):47:00																				
024		MTWUF	06:31 AM	04:20 P	M	80	09	9:49:00																				
025		MTWUF	06:34 AM	04:20 P	М	0	09	9:46:00									•											
											Vehicle	Availabili	ty															
																								10	Assign	Vehicle	— Unassi	gn Rout
																											Availab	ility 🏟
Vehicle	Route ID	Capacity	Frequency Dep	ot 00:00	01:00	02:00	03:00	04:00	05:00	06:00	07:00	08:00	09:00	10:00	11:00	12:00	13:00	14:00	15:00	16:00	17:00	18:00	19:00	20:00	21:00	22:00	23:00	00:00
VH031		550	D2																									
VH007		550	D2																									
CHAUVHO		300																										
CHAUVHO		150																										
H2		150																										
CHAUVHO		99	D1																									
CHAUVHO		99																										
CHAUVHO		99	886	ab																								

**Education Logistics, Inc.** Confidential Information. Do not communicate, disclose, or make available all or any part of this document without permission.

#### Load Vehicles with Assignments

Load all valid Vehicles and Assigned Routes:

- 1. Vehicle, Route ID (if there is assignment), Capacity, Frequency, Depot, Availability (Vehicle Service Hours will be colored as red)
- 2. Default sort by Descending Availability (the no-servicing time)

												Vehicle A	vailabilit																
					De	fault	sort by	Desc	ending	gTim	e Avai	ability	the C	apaci	ty, the	depo	t)								+				
														~~~~~	<u></u>	~~~~~												Availabil	ity 🕻
Vehicle	Route ID	Capacity	Frequency	Depot	00:00	01:00	02:00	03:00	04:00	05:00	06:00	07:00	08:00	09:00	10:00	11:00	12:00	13:00	14:00	15:00	16:00	17:00	18:00	19:00	20:00	21:00	22:00	23:00	23 5
VHUU4		30		UZ																									
VH010		30		D1																									
VBH001		29		H-D01																									_
VH030		20		D1																									
VH002		16		D2																									_
CHAUVHO		10		D1																									-
MINHVH004		0																											_
VH014		0		D2																									
MINHVH005		0																											_
MINHVH002		0																											
CHAUVHO		0		D1																									_
MINHVH003		0																											
VH025		0		D2												_													_
CHAUVHO	013	99	MTWUF																										
VH009	017	55	MTWUF	D1																									_
VH026	016	0	MIWUF	D2																									-
VH007	029	550	MTWUF	D2																									_
HB001	018	99	MTWUF	D2																									
VH015	021	0	MTWUF	D1																									_
NHUVEH02	011	90	MTWUF	D1																									
VH022	024	0	MTWUF	D1																									
CHAUVHO	080	99	MTWUF	D1																									
CHAUVHO	001	150	MTWUF								-											_							
VH031	003	550	MTWUF	D2																				_					

#### **Find Vehicles Availability**

- 1. Users select a route and able to change Capacity and Depot to fulfill the search criteria
- 2. Click on Find Vehicle Availability button to **sort** vehicles satisfied the specified search criteria on top.

_	<u>&gt;</u> т.,																				-	Dete		alaa i	<b>-</b> #	Al	0.14.10	• •
		Vehicles Ma	anagement >	<ul> <li>Route Ass</li> </ul>	signmer	nt														A	cuve	Dala	Area:	pian	Ellec	live on	: 0/1/23	3 CO
1.00					Ve	nicle-Rou	te Assignm	ent									_	>					Se	arching				>
															- Unasak	gn Vehicle	III Co	umns	Route	e Inform	ation							
Route ID	Vehicle	Fr	requency	From 1	ime		To Time			Load		L.	Duration		D	epot			Route	ID				Frequ	ency			
004		N	VITWUF	07:05	00		16:22:00			0			09:17:00						004					MTW	JF			
005		N	NTWUF	07:00	00		16:16:00			60			09:16:00						From 1	Time				To Tim	10			
006		N	NTWUF	05:51	00		16:19:00			0			10:28:00						07:05	AM				04:22	PM			
800		N	NTWUF	06:50	00		16:20:00			0			09:30:00						Mahla	-								
009		N	NTWUF	06:45:	00		16:30:00			0			09:45:00						venic	ie Requ	iremen	its						
010		N	NTWUF	06:40	00		17:50:00			0	-	history	11:10:00			alti a sa	-		Vehick	0								
014		N	NTWUF	05:50	00		16:28:00			0 0	OIL VE	nicles	satisi	ied se	archic	ntiera	on the	top	_						_			
022		N	NTWUF	06:33	00		16:21:00			0			09:48:00						Capac	ity				Depot				
023		N	NTWUE	06:15	00		17:02:00			0			10:47:00						99					D2	_			× *
025		N	NTWUF	06:34	00		16:20:00			0			09:46:00						_									
026		N	NTWUF	06:45	00		16:25:00			0			09:40:00													Q Find W	hicle Avail	ability
027		N	NTWUF	06:45	00		16:14:00			0			09:29:00															
028		N	VITWUF	06:50	00		16:24:00			0			09:34:00								1							
030		N	NTWUF	06:07	00		16:42:00			0			10:35:00															
031		h.	NTWUF	06:45	00		16:25:00			0			09:40:00															
032		N	VITWUF	06:36	00		16:33:00			0			09:57:00															
033		N	NTWUF	06:45	00		16:19:00			0			09:34:00															
035		N	NTWUE	06:19	00		16:29:00			0			10:10:00															
											Mahlal	Augilobi						-	_		-							
											venici	Availabi	щу															^
																						+		_	+ Assigr	h Vehicle	Unassig	an Houte
																											Availabi	iiity 🖏
/ehicle	Route ID	Capacity	Frequency	Depot	10:00	01:00	02:00	03:00	04:00	05:00	06:00	07:00	08:00	09:00	10:00	11:00	12:00	13:00	14:00	15:00	16:00	17:00	18:00	19:00	20:00	21:00	22:00	23:00
VH029		99		D2																								
VEHICLE00	16	99		D2																								
CHAUVH01	14	300																										
H2		150																										
CHAUVHOO	18	99																										
CHAUVHOO	07	99		aaaab																								
VEHCLEOO	8	99																										
VH80		99		D1																								
VH011		99		D1																								
H1		98																										
0111124100	~			00		1		11	- 12	- 61.5	1				1.	- 1	1.			-						- 1	1.	1

**Education Logistics, Inc.** Confidential Information. Do not communicate, disclose, or make available all or any part of this document without permission.

#### **Assign Vehicle to Route**

1. Select a route in the Vehicle-Route Assignment panel.

	Vehicle-R	oute Assignment		>
			— Unassign Vehicle	Columns
Route ID ↑	Vehicle	Frequency	From Time	To Tin
105		MTWUF	07:33 AM	03:: 1
106		MTWUF	08:26 AM	03:
110	61	MTWUF	12:00 AM	12:
111	111 red transit	MTWUF	06:32 AM	03:
112	112 silver transit short	MTWUF	06:54 AM	05:
130	230	MTWUF	07:29 AM	03:-
131	231	MTWUF	07:36 AM	11:3
132	232	MTWUF	06:56 AM	04:
133	233	MTWUF	06:46 AM	05:
135	235	MTWUF	07:33 AM	03:1
€				+

2. Select an available vehicle in the Vehicle Availability panel.

					Vehicle Avai	lability									^
												+ Assi	gn Vehicle	— Unas	
														Avail	ability 🏟
Vehicle ↑	Route ID	Capacity	Frequency	Depot	00:00	02:00	04:00	06:00	08:00	10:00	12:00	14:00	16:00	18:00	20:00
203	003	199	MTWUF												
204	004	99	MTWUF							_	_	_			
205	005	99	MTWUF							_		_			
206	006	199	MTWUF						-				_		
207		199													
208	008	99	MTWUF					1							
209	009	99	MTWUF						_	_	_	_	_		
210	007	99	MTWUF						-	-	_	-	-		

3. Then select the Assign Vehicle button.

+ Assign Vehicle

4. Select the Assign button in the confirmation window.



5. A successful message will appear at the top right of the module.



Note: If you try to assign a vehicle that is already assigned, you will receive a confirmation message that asks if you want to replace the current vehicle.



#### **Unassign Vehicle to Route**

1. Select a route in the Vehicle-Route Assignment panel.

	Vehicle-R	oute Assignment		>
			— Unassign Vehicle	Columns
Route ID ↑	Vehicle	Frequency	From Time	To Tin
105		MTWUF	07:33 AM	03::
106		MTWUF	08:26 AM	03:
110	61	MTWUF	12:00 AM	12:
111	111 red transit	MTWUF	06:32 AM	03:
112	112 silver transit short	MTWUF	06:54 AM	05:
130	230	MTWUF	07:29 AM	03:-
131	231	MTWUF	07:36 AM	11::
132	232	MTWUF	06:56 AM	04:
133	233	MTWUF	06:46 AM	05:
135	235	MTWUF	07:33 AM	03:1 🚽
<				۱.

2. Then select the Unssign Vehicle button.

— Unassign Vehicle

3. Select the Unassign button in the confirmation window.



Note: the warning message that the seating assignments may be affected.

4. A successful message will appear at the top right of the module.



#### **Display Roue Assignment Detail**

The system will fill the data when user clicks on Route.

- Route Information:
- Route ID, Frequency, From Time, End Time, Load

User can also enter data for searching:

- Vehicle Requirements
- Capacity, Depot

	Searching	>
Route Information		
Route ID 013	Frequency MTWUF	
From Time 06:55 AM	To Time 04:27 PM	
Vehicle Requirements		
Vehicle CHAUVH015		
Capacity	Depot	
100	D1	× *
Capacity less than equal to 100	<b>k</b>	Q Find Vehicle Availability

Note: Multiple users can view real-time updates made by each other.