

Inspections are required at both
Pick-up and Delivery

Start
Work

Take
Required
Photos

Mark
Damage &
Add Notes

Add More
(scan VINS if
needed)

Obtain
Required
Signatures

Submit
eBOL

1. **Start Work**

Scan VIN or manually enter last 6 of digits of VIN

2. **Take Required Photos**

Required Photos:

- Driver Front
- Driver Rear
- Passenger Rear
- Passenger Front
- Odometer
- Key Fob (if available)

Can take up to 24 photos

Line up the vehicle with the image on the camera and take photo

Photos are time stamped and also stamped with the location where the photo was taken

3. **Mark Damage Add Notes**

If the vehicle has noticeable damage mark the damage during inspection and provide a detailed note

For each picture:

1. Click 'Mark Damage'
2. Touch damaged area on photo
3. Click 'Add Notes' to describe damage
4. If there is no damage click 'Continue'

4. **Add Add'l VINS (if needed)**

Click 'ADD MORE' to scan additional VINS, if no add'l VINS, click on the document icon to Obtain Signature

NOTE: You are not able to click 'FINISH WORK' until you have obtained signatures for all loads

5. **Obtain Signature**

Click paper icon to obtain signature and proceed with one of the three signature options

Note: You will need to obtain a signature for each load

6. **Submit eBOL**

Click 'SKIP' in upper right corner to send eBOL to Ready Logistics & Carrier 1Dispatch account

Enter email addresses and fax numbers that need to receive an electronic copy of the signed BOL at 1-Dispatch

After obtaining signature and sending eBOL for all loads, Click 'FINISH WORK'

What is the 1Dispatch Mobile App?

The 1D Mobile App enables Carriers to complete vehicle inspections with photos, scan VINs, manage assigned loads, update load status and send an electronic Bill of Lading (eBOL) for instant payment processing. The photo inspection process can protect Carriers from false damage claims.

What are the benefits of using the 1Dispatch Mobile App?

- Manage loads from anywhere and anytime
- Protects Carriers from damage claims
- Faster payment procession – if eBOL submitted by 3:00pm AZ time, payment is processed the next day
- Compliance with Client requirements of utilization of the 1Dispatch Mobile App
- Ability to group vehicles picking up or dropping off at same location

How do I get the 1Dispatch Mobile App?

- Go to your app store (Google Play store for Android users, App Store for Apple Users)
- In the search bar, type 1Dispatch and select app
- Click 'Install' >Then click 'Open'

What is my Username/Password for the 1Dispatch Mobile App?

Sign in to the 1D Mobile App using your 1Dispatch.com Username and Password

If you forget your username and/or password, contact Ready Logistics: 480-558-3200

How do you get back to the Current Loads screen (homepage) from the Continuation Screen?

Click on the “ADD MORE” icon at the bottom of the screen

I am getting an error stating *“Incomplete Orders Please complete all transport load pick-ups or drop-offs before continuing”*

Click the red paper icon for the loads to obtain signatures prior to clicking 'Finish Work'

Does the app time out?

There isn't a time out feature, but if you close the app, when it is re-opened, the app will take user to the point you left off

Do I need to give the 1Dispatch Mobile App access to my camera and GPS location?

To complete vehicle inspections, the first time you log into the Mobile App you will need to:

1. Accept terms and conditions
2. Allow access to your camera for taking inspections photos and allow access to your GPS location for eBOL submissions

How can you view the photos during the signature process?

You can view the photos on the Load Details screen by clicking on the vehicle

Can I accept a load on the mobile app?

No, loads can be accepted on 1Dispatch.com

Can I search the Open Marketplace using the app?

No, Open Marketplace can be accessed on 1Dispatch.com

Where can I get help with the 1D Mobile App?

Call our Carrier Resolution Team at 480-558-3200