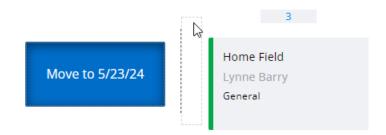
Delivery Jobs in Schedules View - SKY Dispatch

Last Modified on 08/13/2024 8:53 am CDT

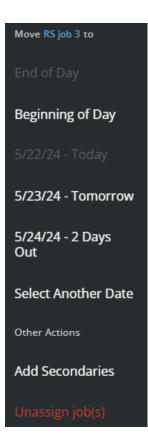
Use the *Filters* menu or *Search* field to narrow down jobs and the *Viewing* menu to switch between Blend and Delivery Tickets. Filter Applicators by using the *Filter Applicators* field. Optionally select the *Condense Job Details* toggle to view less or more job information.

Q Filter Delivery Drivers Condense Job Details				
7	Anna Select All Unassign All	Today < 8/13/24 > III Barry Anderson #46 Dep (18-46-00)	2 Behind Fred Anderson's House Barry Anderson #63 Potash (0-0-60) Aatrex 4L	3 Behind Fred Anderson's House Barry Anderson
Ţ	LW Select All Unassign All	1 Behind Fred Anderson's House Barry Anderson #52 Potash (0-0-60) Aatrex 4L	2 Behind Fred Anderson's House Barry Anderson #53 Potash (0-0-60) Aatrex 4L	3 Behind Fred Anderson's House Barry Anderson #54 Potash (0-0-60) Aatrex 4L
	RE Select All Unassign All	- Bob Cowgill #51 Astrex 4L 28-0-0	2 Bob Cowglil #49 Astrex 4L DKC58-06RIB AR SS 80M STD500 N	3 Bob Cowgill #50 DKC58-06RIB AR SS 80M STD500 N
는 IRF List View Map View				Viewing: Delivery Tickets

- Choose Select All to choose all of a Driver's jobs. Choosing Unassign All removes those jobs from that Driver and updates *List View* accordingly.
- Use the navigation under *Condense Job Details* to jump to a certain date or get back to today's date without having to go through each day individually. Additionally, select the **Calendar** icon on the right to go to a specific date.
- Drag and drop jobs to either assign to other Drivers or to change the order jobs are to be completed and select **Save Job Order**. Additionally, jobs can be dragged to the right to schedule the next day.



• Right-click jobs in the menu to move to End of Day, Beginning of Day, Tomorrow, 2 Days Out, Add Secondaries, or to Unassign job(s).



Note: Jobs In Process cannot be reassigned.