

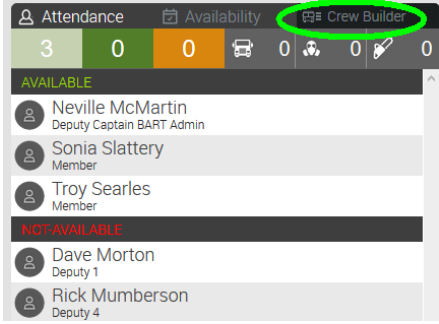
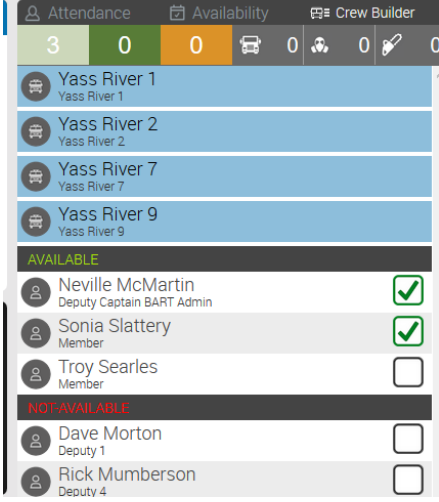
Allocating Crews to Trucks, on a PC

When you allocate a crew member to a truck they will receive a message which is their cue to drive immediately to the station for departure.

The allocation can be done via the Dashboard web page or the BART app on your smartphone and should be quicker than phoning individual responders.

Unless pre-arranged you should only allocate members from the 'Attending List' as they have responded with a thumbs up from an alert or broadcast.

Allocating members via the Dashboard web page on your PC (see allocating crew on a phone for instructions)

<p>Click on the 'Crew Builder' button on the top right of the screen.</p> <p>Look for members under the 'Attending' list, these are ones that have given the thumbs up to the alert.</p> <p>You can choose 'Available' or even 'Not Available' but you need to know that they are available perhaps through a phone call.</p>	
<ol style="list-style-type: none"> 1. Tick the names of the members, including the driver 2. Tap the truck to assign them to that truck <p>Members will receive a message and should drive immediately to the station.</p> <ol style="list-style-type: none"> 3. If you change your mind, untick the member and then the truck. 4. Surplus crew should be assigned to 'STAND DOWN' or 'STAND BY' 	
<ol style="list-style-type: none"> 5. In the image on the right, Neville McMartin has been allocated to the Cat 1. 	