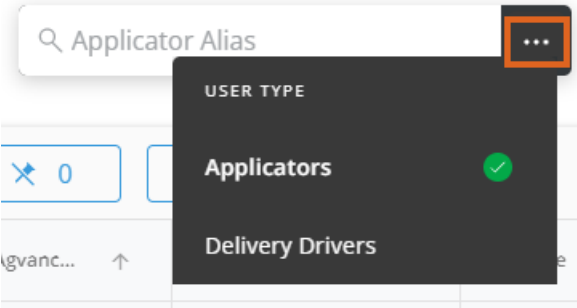


Drivers - SKY Dispatch

Last Modified on 10/31/2024 1:17 pm CDT

Drivers can be viewed/edited on the *Apply* tab under *Company Settings*.

Switch between Applicators and Drivers by choosing the **Ellipsis** on the search bar and selecting the appropriate *User Type*.



Add, edit, and deactivate Drivers and/or update Apply app permissions.

The Applicator grid operates much like an Excel spreadsheet. For more on how this grid functions, see [Using Grids in Agvance SKY](#).

Agvance Applicat...	Delivery Driver Alias	S...	S...	Map Icon	Update Inventory	Edit Ticket	Capture Signature	Driver Location	Integrat...	Machin...
Filter	Filter	Filter	Filter		Filter	Filter	Filter	Filter	Filter	Filter
ssi admin	Anna	An...	ro...		✓	✗	✗	00MAIN		
Controller	LW	Jan...	ag...		✗	✓	✗	00MAIN		
Robert Ellis	RE	Joe...	da...		✓	✓	✗	00MAIN		

Columns with a *Checkmark* indicate that permission is enabled and an *X* signifies it is not.

Update Inventory	Edit Ticket	Capture Signature
Filter	Filter	Filter
✓	✓	✗

Add Drivers

New drivers can be added by selecting the **+** icon found in the lower right-hand corner of the window.

1. Select the user from the drop-down.

Agvance Sky Account

Select an Agvance Sky Account to link this Delivery Driver to.

Search Users *

2. Choose the Agvance Applicator from the drop-down. This selection cannot be changed after finishing the setup process.

Agvance Applicator

Select the Agvance Applicator to link to the account chosen above.

Agvance Applicator *
RaeAnn Schmidt



This cannot be modified after the setup process

3. Indicate *Permissions* for this Driver.

Permissions

Select the permissions that this Delivery Driver should have. These will be available to change at any time after the setup process.

Update Inventory

Edit Ticket

Capture Signature

4. Select the *Delivery Driver Location* from the drop-down.

Driver Location

Select the Delivery Driver location

Delivery Driver Location
00MAIN



5. Enter a *Delivery Driver Alias* and choose the *Map Icon*. A preview is available to see what the applicator will look like on the map.

Map Icons

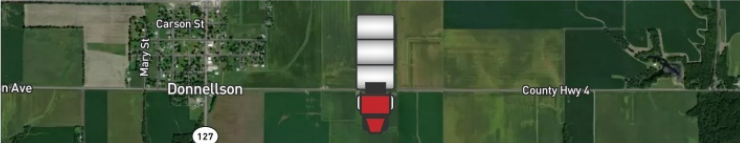
Select how this Delivery Driver displays on your jobs map.

Delivery Driver Alias *

Map Icon
Semi - Red ✕

Choose the icon and color


PREVIEW



6. Select **Save Delivery Driver** when finished.

Editing Drivers

Some items in the grid can be edited. In order to do this, double-click a cell in the line item to be edited.

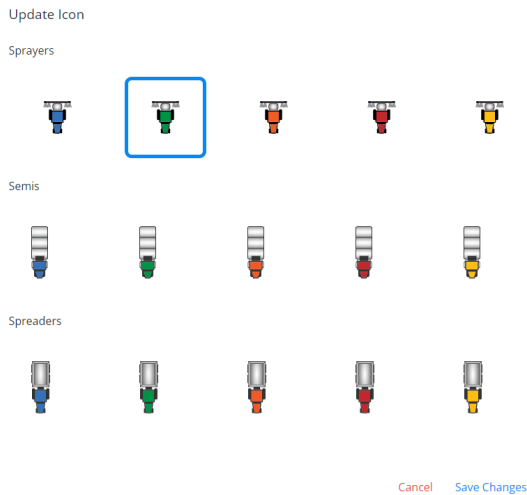
Advance Applicat... ↑	Delivery Driver Alias ↑	S... ↑	S... ↑	Map Icon	Update Inventory ↑	Edit Ticket ↑	Capture Signature ↑	Driver Location ↑	Integrat... ↑	Machin... ↑
<input type="text" value="ssi admin"/>	<input type="text" value="Anna"/>	<input type="text" value="An..."/>	<input type="text" value="ro..."/>		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="text" value="X"/>	<input type="text" value="00MAIN"/>		

You have 1 changes in this row and 0 hidden columns Cancel Done

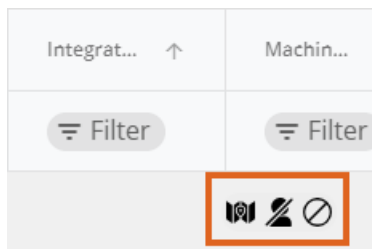
After making a change, select another cell in the grid to update the number of changes displaying in the *You have # changes in this row and 0 hidden columns* information. After all changes have been made select the **Enter key** or **Done** button on the right to save the changes. To discard changes and close out of *Edit* mode select **Cancel**.

The following columns can be edited in the grid:

- **Delivery Driver Alias** – Double-click in the text field to enter or edit the alias.
- **Map Icon** – Select the current icon to open the *Update Icon* window. Choose a new icon and select **Save Changes**.



- **Update Inventory** – Checking this box will mark unloaded tickets as *Loaded* and will update inventory amounts when a driver completes a job.
- **Edit Ticket** – With this checked, drivers can change the number of acres and recalculate the total product.
- **Capture Signature** – A signature will be required when completing a job when this permission is checked.
- **Driver Options** – Hover over the Driver line to *View Location History*, *Deactivate Driver*, or *Unassign All Jobs*.



Note: Drivers cannot be deactivated if active jobs with active Fields are assigned to them.

Sampler6 cannot be deactivated

Drivers cannot be deactivated when they have jobs assigned to them. Unassign these jobs to deactivate Sampler6.
#12000051

[Dismiss](#)

Selecting **View Location History** opens a map view with the option to filter by *Location History Date*, *Start Time*, and *End Time*. Once filters are entered and applied, breadcrumbs display to show the driver's history.

