

OpenFleet-CT

Community Transport Management Software



Clients – Vehicles – Volunteers



Phone

1300 889 533

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For the Executive Types

OpenFleet-CT will save your organisation time, money and stress.

- Users will like the ease and speed with which they can make bookings and receive booking confirmations.
- Dispatchers will like not having to spend all day on the phone chasing the booking requesters for information that they skipped.
- Managers will like the instant up-to-date reports allowing them to adjust budgets on a whim.

The Boring but Important Details

OpenFleet-CT is a software application for Windows computers that records and manages vehicle bookings. Bookings can be allocated to vehicles easily and drivers can be allocated to the trip.

Bookings can be entered centrally, or each pool location can be autonomous.

Optionally, OpenFleet-CT can perform cost recovery functions.

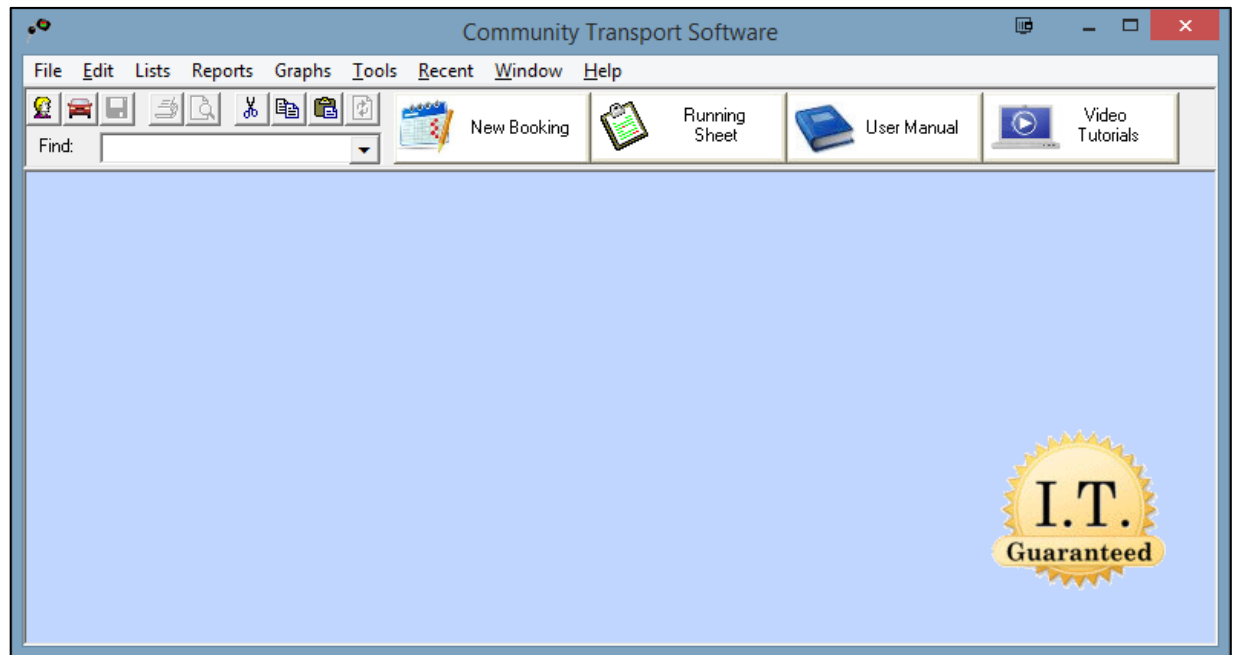
OpenFleet-CT features powerful, up to the minute organisation-wide reporting. OpenFleet-CT has an extensive range of built-in reports, including KPI monthly breakdowns. All reports can be drilled down to open the source data. Privileged users can create or customise reports.

OpenFleet-CT can be customised to meet the needs of your organisation.

OpenFleet-CT was created by I.T. Guaranteed, a Tasmanian GISC accredited supplier which has been operating for over 25 years. I.T. Guaranteed's vehicle fleet clients include Tasmania Health Service (formerly DHHS), Ambulance Tasmania, and University of Tasmania.

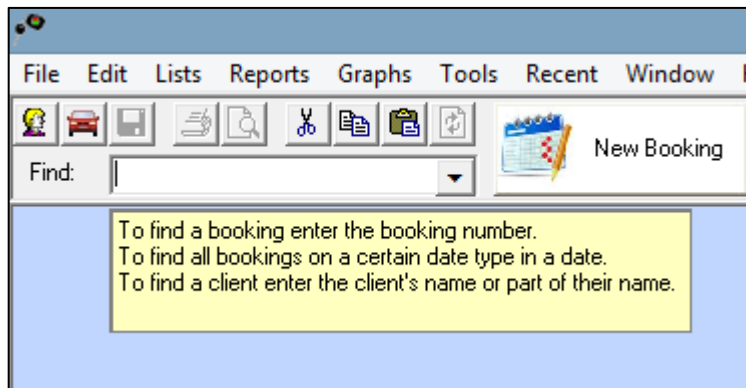
OpenFleet-CT

Quick to learn, Easy to use



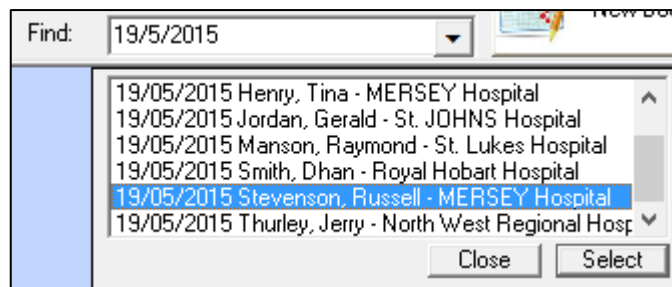
- ✓ The software is quick to learn due to a traditional menu and tool bar structure with which users are familiar.
- ✓ Quick access buttons to effortlessly open the most frequently used program functions.
- ✓ Get help from within any screen, as the help options are always available.
- ✓ The vast majority of users require no training at all.

Intuitive Searching

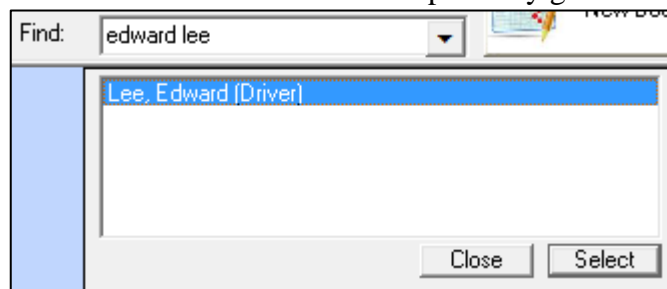


A prominent 'Find Box' which can be used to instantly search for and open almost any data.

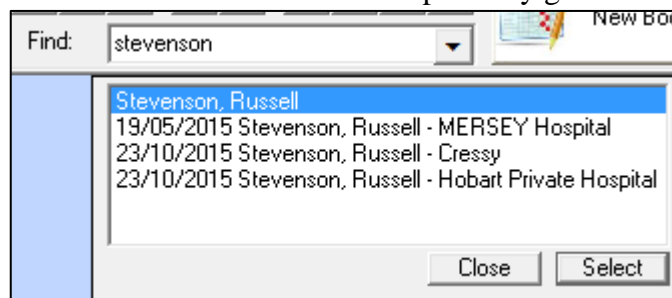
- Find bookings from dates, names, booking or reference numbers.



- Find drivers from surname and optionally given names.

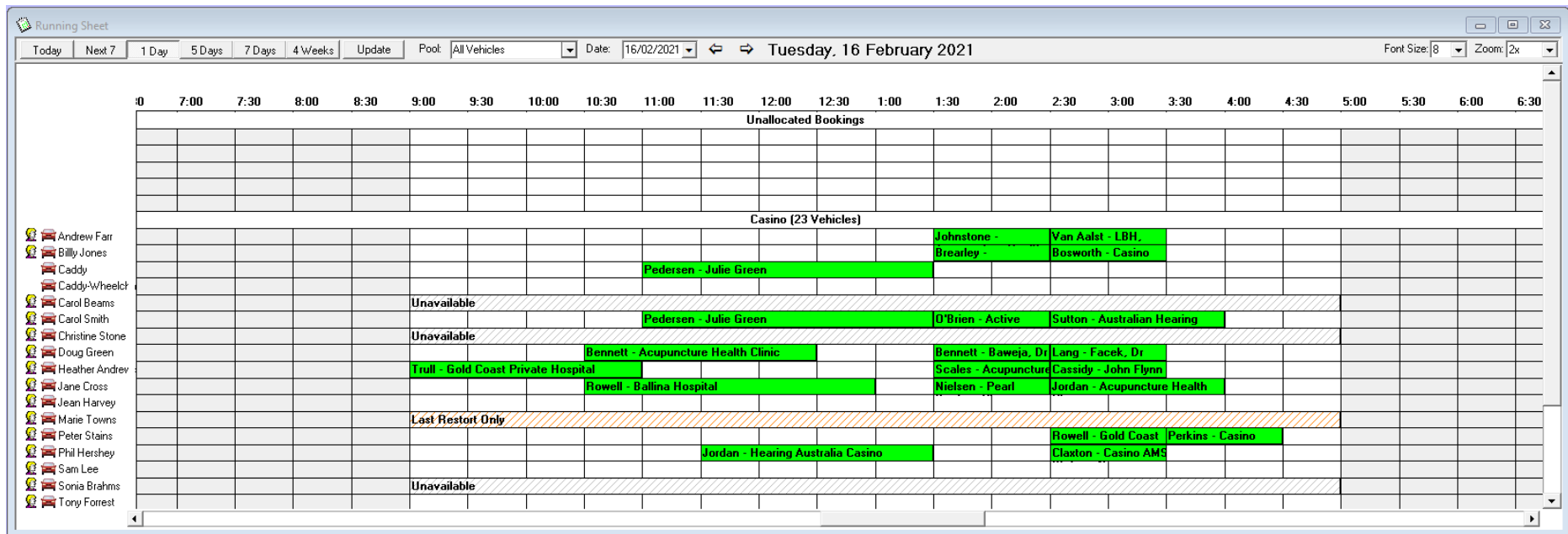


- Find clients from surname and optionally given names.



OpenFleet-CT

Take control of your fleet and your bookings



- ✓ Large mouse-over pop-up boxes display detailed information about each booking, saving the user from having to open the booking to search for information.
- ✓ Clear colour-coded bookings
 - Yellow = unallocated bookings (no vehicle or driver)
 - Green = vehicle allocated
- ✓ Displays volunteers, & vehicles on the left of screen,
- ✓ Allows volunteers to use own vehicles, or the organisations vehicles.
- ✓ To allocate a vehicle to a booking, simply drag it to the vehicle's or drivers row.
- ✓ Vehicle Pools are separated for easy allocation
- ✓ Multiple display options
 - Single day, 5 days, 7 days and 4 weeks view
 - Zoom in for those busy days
 - View all pools at once, just one pool, or a selection
- ✓ Click to open a booking or a trip

Collect all the information once

Booking 646 - Kevan Pedersen - 16/02/2021

Find Client:

Name: **Kevan Pedersen**

Date of Travel: 16/02/2021

Appointment Time: 10:00 AM

Pickup Time: 11:00 AM

Estimated Clear Time: 1:30 PM

Mode: One Way Two Way

Pickup Address: 158 Las Vegas Drive

Pickup Location: Woodburn

Destination Location: Julie Green

Destination Address: 579 Ballina Road, Goonellabah

Purpose:

Mobility Aid:

Escort:

Oxygen Tank:

Notes:

Vehicle: **Caddy**

Driver: **Carol Smith**

Distance:

Cost: \$0.00

Buttons: Save, Close, Show Change History, Cancel Booking, Create Return Trip, Duplicate Booking, Create Recurring Bookings, Email Driver

- ✓ **Save time** when making the next booking for a patient as all patient information is recalled.
- ✓ **Distance calculated automatically (Optional).**
- ✓ **Cost calculated automatically (Optional).**
- ✓ Recurring bookings can be made for almost any combination.
- ✓ Bookings may be duplicated.
- ✓ Return bookings can be created at the click of a button with the pickup and destination locations swapped and a default time gap between the two bookings.
- ✓ Completely customisable to your requirements.

Save time by making Recurring Bookings

For clients that require regularly scheduled trips, recurring bookings can quickly be created.

The screenshot shows the 'Create Recurring Booking' dialog box with the 'Daily' option selected. The frequency is set to 'Every 1 Day(s)'. The 'End After' field is set to 5 occurrences, and the 'End By' date is 15/09/2016. The 'Create Recurring Bookings' and 'Close' buttons are visible at the bottom.

DAILY

The screenshot shows the 'Create Recurring Booking' dialog box with the 'Weekly' option selected. The frequency is set to 'Every 1 Week(s) on'. The days of the week are listed with checkboxes: Monday, Tuesday, Wednesday, Thursday, Friday, Saturday, and Sunday. The 'End After' field is set to 5 occurrences, and the 'End By' date is 15/09/2016. The 'Create Recurring Bookings' and 'Close' buttons are visible at the bottom.

WEEKLY

The screenshot shows the 'Create Recurring Booking' dialog box with the 'Monthly' option selected. The frequency is set to 'Day 1 of every 1 Month(s)'. The 'End After' field is set to 5 occurrences, and the 'End By' date is 15/09/2016. The 'Create Recurring Bookings' and 'Close' buttons are visible at the bottom.

MONTHLY

Client Information

Nola Cunningham

Given: Tariff:

Surname: Concession Card Number:

Home Address: Concession Card Expiry:

Suburb: Biller:

PrimaryPhone: Billing Address:

SecondaryPhone: Billing Reference Number:

Email: Billing Expiry:

Mobility Aid:

Notes:

Escort: Oxygen Tank: CAF Signed:

Emergency Contact:

Name: Relationship To Driver:

Primary Phone: Secondary Phone:

Inactive

- ✓ Client information is stored, saving time for their next booking.
- ✓ **Each client can have a different tariff.**
- ✓ **Reminders about a client's card expiry occurs at booking time.**
- ✓ Completely customisable to your requirements.

Driver Information

The screenshot shows a software window titled "Driver: Jane Cross" with a standard Windows-style title bar (minimize, maximize, close buttons). The form is organized into several sections:

- Personal Information:** Fields for "Given:" (Jane), "Surname:" (Cross), "Address:" (empty), "Suburb:" (dropdown), "Primary Phone:" (0404456246), "Secondary Phone:" (empty), and "Email:" (Jcross@).
- Licence Information:** Fields for "Licence Classes:" (empty), "Licence Expiry Date:" (10/07/2022), and "Commencement Date:" (dropdown).
- Working With Vulnerable:** Fields for "Working With Vulnerable Number:" (empty) and "Working With Vulnerable Expiry Date:" (dropdown).
- Certifications:** Fields for "First Aid Certification Expiry Date:" (dropdown) and "Police Check Date:" (30/12/1899).
- Emergency Contact:** A sub-section with fields for "Name:" (empty), "Relationship To Driver:" (dropdown), "Primary Phone:" (empty), and "Secondary Phone:" (empty).
- Pool and Status:** "Pool:" dropdown (Casino) and "Inactive:" checkbox (unchecked).
- Notes:** A large empty text area on the right side of the window.
- Buttons:** "OK" and "Cancel" buttons at the bottom right.

- ✓ Compliance checks to ensure
 - drivers hold a current licence, and
 - a current Working With Vulnerable certificate.
- ✓ Completely customisable to your requirements.

Efficiently Organise Trips

Driver Slips

Dates: Last Month From: 01/02/2021 To: 28/02/2021

Select Pools: Casino

| Driver | Num Bookings | Email |
|-----------------|--------------|------------------|
| Andrew Farr | 3 | max.farr@ |
| Billy Jones | 2 | pjones@ |
| Carol Smith | 4 | Carols@ |
| Christine Stone | 1 | Christine.Stone@ |
| Doug Green | 4 | douggreen@ |
| Heather Andrews | 6 | |
| Jane Cross | 8 | Jcross@ |
| Jean Harvey | 1 | Jearh@ |
| Peter Stains | 5 | peterstains@ |
| Phil Hershey | 3 | Philhersh@ |
| Sam Lee | 1 | |
| Sonia Brahm | 4 | Soniab@ |

Trips for Heather Andrews

| Travel Date | Pickup Time | Appointment Time | Client | Pickup Address | Location | Mobility Aid | Client Notes | Trip Notes | Primary Phone | Location | Destination Address | Cost | Vehicle |
|-------------|-------------|------------------|------------|----------------|----------|--------------|--------------|------------|---------------|-----------------------------|---------------------|---------|---------|
| 2/02/2021 | 9:00:00 AM | 10:00:00 AM | Gaye Trull | 134 Bogan Road | | | | | | Gold Coast Private Hospital | sdf | \$50.00 | CAV503 |
| 4/02/2021 | 9:00:00 AM | 10:00:00 AM | Gaye Trull | 134 Bogan Road | | | | | | Gold Coast Private Hospital | sdf | \$50.00 | CAV503 |
| 11/02/2021 | 9:00:00 AM | 10:00:00 AM | Gaye Trull | 134 Bogan Road | | | | | | Gold Coast Private Hospital | sdf | \$50.00 | CAV503 |
| 16/02/2021 | 9:00:00 AM | 10:00:00 AM | Gaye Trull | 134 Bogan Road | | | | | | Gold Coast Private Hospital | sdf | \$50.00 | CAV503 |

- ✓ Email or Print out drivers slips for upcoming bookings with detailed information.
- ✓ Completely customisable to your requirements.

Standardised drillable reporting

OpenFleet-CT includes a plethora of reports, allowing users to report on drivers, bookings, financials, KPIs, and utilisation. All reports are drillable. Reports have themes which allow customisation of colours, fonts, sizes and much more. All reports can be drilled down to their source data by simply double clicking on the figure to be drilled.

Report Samples

| KPI | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Total |
|--------------------|------|------|------|------|------|------|------|------|------|------|------|------|-------|
| Bookings | 138 | 120 | 141 | 108 | 133 | 137 | 140 | 123 | 134 | 135 | 112 | 161 | 1582 |
| Cancelled Bookings | 13 | 6 | 7 | 7 | 11 | 5 | 10 | 9 | 6 | 8 | 10 | 7 | 99 |
| Trips | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 5 | 27 | 0 | 0 | 32 |
| Income | 5075 | 4310 | 5187 | 3464 | 5095 | 4598 | 4184 | 4201 | 4680 | 4518 | 4075 | 5635 | 55022 |

KPI REPORT

The KPI report displays at a glance how your organisation is faring against your Key Performance Indicators.

Clients by Number of Bookings

This Month

| Rank | Name | Bookings |
|------|-------------------|----------|
| 1 | Herbert Bennett | 4 |
| 2 | Nancy Vandervalk | 3 |
| 3 | Eva Thompson | 3 |
| 4 | Jerry Thurley | 3 |
| 5 | Marie Lewis | 3 |
| 6 | Maureen Jarvis | 3 |
| 7 | Robert Bugg | 3 |
| 8 | Reginald Cullen | 2 |
| 9 | Barry Meredith | 2 |
| 10 | Clive Banfield | 2 |
| 11 | Veronica Bookings | 2 |

Last Month

| Rank | Name | Bookings |
|------|------------------|----------|
| 1 | Grace Matthews | 4 |
| 2 | John HUTTON | 4 |
| 3 | Nola Perkins | 3 |
| 4 | Peter Jones | 3 |
| 5 | Gerald Jordan | 3 |
| 6 | Shirley Cowell | 3 |
| 7 | Chand Jackson | 3 |
| 8 | Clarence Berger | 2 |
| 9 | Maxwell Reid | 2 |
| 10 | Patricia Crooks | 2 |
| 11 | Colin Pedersen | 2 |
| 12 | Valda Mulholland | 2 |

All Time

| Rank | Name | Bookings |
|------|-------------------|----------|
| 1 | Ida Ross | 16 |
| 2 | Helena Brearley | 13 |
| 3 | Peter Jones | 13 |
| 4 | Julie Phillips | 13 |
| 5 | Maureen Jarvis | 12 |
| 6 | Betty Lanham | 12 |
| 7 | Gerald Jordan | 12 |
| 8 | Wayne Bygraves | 11 |
| 9 | Beth Flaherty | 11 |
| 10 | Douglas Arnold | 11 |
| 11 | Patricia Flintoft | 11 |
| 12 | Frank Sealoe | 11 |

This Year

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| 3 | Peter Jones | 13 |
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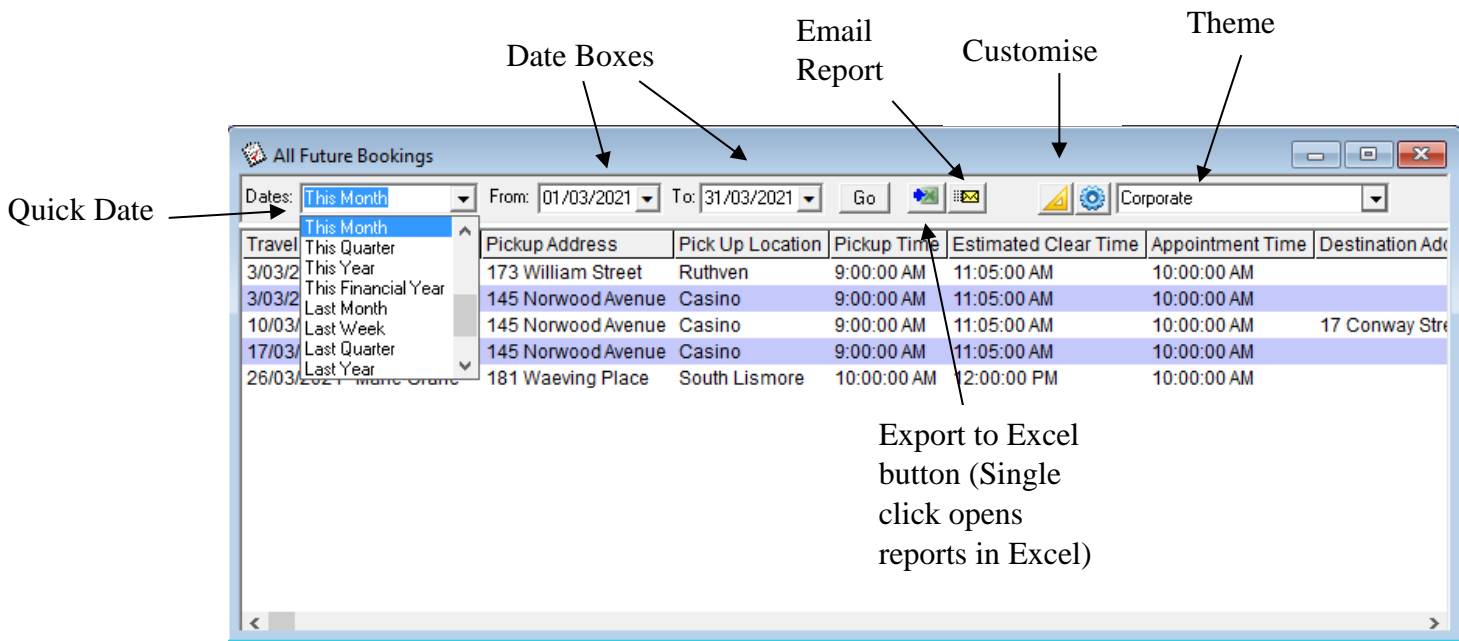
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| 6 | Betty Lanham | 12 |
| 7 | Gerald Jordan | 12 |
| 8 | Wayne Bygraves | 11 |
| 9 | Beth Flaherty | 11 |
| 10 | Douglas Arnold | 11 |
| 11 | Patricia Flintoft | 11 |
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TOP 10 REPORTS

Top ten reports quickly show who are your most valuable drivers, clients and popular destinations. These reports enable your organisation to allocate resources where they are most needed.

Quick Pre-set Reports



Reports that are date sensitive feature the above tool bar. Each report will be programmed with its own default Quick Date such as “This Week”.

In addition, all date boxes in the software allow a number of entry options such as from a right click menu, calendar drop downs or simply pressing T for today’s date and + (plus) to advance one day and – (minus) to go to the previous day. There are also many other shortcuts available which make for fast data entry.

- ✓ Customise or create your own reports.
 - Add filters.
 - Add or remove fields to the report.
 - Save customised report
- ✓ Single click to export report to Excel.
- ✓ Single click to email report.
- ✓ Allow us to create customised reports for your organisation.

Billing (Optional)

| Surname | Given | From | To | Tariff | Distance | Cost |
|----------------|-----------|-----------------------------|-----------------------------|------------------|----------|---------|
| Campbell-Smith | Graeme | Ellendale | St. Lukes Hospital | Health Care Card | 219 | \$30.00 |
| Bezette | Kevan | Crabtree | Launceston General Hospital | Health Care Card | 233 | \$30.00 |
| Hilder | Clavell | Don | St. Lukes Hospital | Health Care Card | 123 | \$30.00 |
| Berger | Clarence | Lindisfarne | Royal Hobart Hospital | Health Care Card | 7 | \$9.00 |
| Felmingham | Margot | Sisters Creek | Launceston General Hospital | DVA | 183 | \$40.00 |
| O'Brien | Philomena | Paradise | NEMS Hospital Scotsdale | Health Care Card | 152 | \$30.00 |
| Piubello | Percival | Rokeby | Launceston General Hospital | Standard | 205 | \$60.00 |
| Jordan | Gerald | Swan Bay | Launceston General Hospital | Health Care Card | 39 | \$9.00 |
| Jordan | Gerald | Launceston General Hospital | Swan Bay | Health Care Card | 39 | \$9.00 |
| Clayton | Leonard | Nunamara | St. JOHNS Hospital | Health Care Card | 217 | \$30.00 |
| HUTTON | John | Hawley Beach | St. Vincents Hospital | MAIB | 86 | \$28.00 |
| Cowell | Shirley | White Beach | Royal Hobart Hospital | MAIB | 108 | \$28.00 |
| Brown | Dorothy | Hobart Private Hospital | West Hobart | MAIB | 1 | \$12.00 |
| Campbell | Neil | Ravenswood | Royal Hobart Hospital | Health Care Card | 204 | \$30.00 |
| Brown | Dorothy | West Hobart | Hobart Private Hospital | MAIB | 1 | \$12.00 |
| Plaza | Shirley | Lawitta | MERSEY Hospital | Health Care Card | 271 | \$50.00 |
| Smith | Dorothy | Fern Tree | St. Lukes Hospital | Health Care Card | 211 | \$30.00 |
| Barnard | Marie | Meander | Hobart Private Hospital | Health Care Card | 245 | \$50.00 |
| Cowell | Shirley | White Beach | St. Vincents Hospital | MAIB | 266 | \$90.00 |

- ✓ Automatic cost calculation.
- ✓ Journaling export function for your accounting system, ready for billing.
- ✓ Complete Invoicing, Accounts Receivable option can be added.
- ✓ Completely customisable to your requirements.

Tariffs

| Tariff | Rate1 | Rate2 | Rate3 | Rate4 | Rate5 | inactive |
|------------------|---------|---------|---------|---------|---------|--------------------------|
| DVA | \$9.00 | \$15.00 | \$23.00 | \$40.00 | \$75.00 | <input type="checkbox"/> |
| Health Care Card | \$6.00 | \$9.00 | \$14.00 | \$30.00 | \$50.00 | <input type="checkbox"/> |
| MAIB | \$12.00 | \$18.00 | \$28.00 | \$60.00 | \$90.00 | <input type="checkbox"/> |
| Standard | \$12.00 | \$18.00 | \$28.00 | \$60.00 | \$90.00 | <input type="checkbox"/> |

- ✓ Multiple tariffs can be configured.
- ✓ Don't bill by distance? We can code your current billing methodology into PTS.

Configuration

Your organisation's database can be configured to your unique requirements.

Single database backend

- ✓ Bookings may be taken centrally, increasing efficiency.
- ✓ Vehicles and drivers can also be allocated centrally,
or
Each local site is able to independently take and manage their own bookings.
- ✓ Up to the minute, organisation-wide reports may be generated instantly.
- ✓ The database may be **self-hosted on your organisation's computers** or hosted by us.

Or multiple databases at each local site

- ✓ Each local site is autonomous, taking their own bookings, generating their own reports. This option suits organisations that do not have an organisation-wide network, nor wish to utilise I.T. Guaranteed's cloud storage options.

I.T. Guaranteed

Some of our enterprise clients have been relying on our software daily for the last 26 years. In I.T. years that's like ... forever.

Such longevity cannot simply be attributed to any one trait alone. Reliability, support, responsiveness, knowledge and experience. Our clients rate us highly in all these qualities. In our annual client satisfaction surveys we continually achieve overall highly satisfied scores and we continually strive for improvement. We listen to our clients and work with them, at all levels, to deliver outstanding solutions.

Oh, and there is our guarantee

It is what we named our business, after all: I.T. Guaranteed. If our client isn't satisfied, then they can have their money back. You see, we prefer our clients to choose to remain with us rather than be forced to remain due to a contract that locks them in. Our licenses are renewable annually. On top of that, we offer 90 day trials on many products. Combine all that with highly competitive pricing plans and you can see why our clients stay with us.

GITC accredited supplier

We have been providing I.T. solutions to the government for 24 years. We have scalable solutions in health statistics, fleet management, client & document management, equipment hire and cost recovery systems. We are able to work with your I.T. department to store your data on your own servers, or you may choose to use ours.

Clients

- ✓ Tasmanian Health Service - Vehicle Fleet (formerly Department of Health and Human Services) has used our vehicle management solution for 23 years.
- ✓ University of Tasmania has used our vehicle management solution for 21 years.
- ✓ Ambulance Tasmania has used our non-emergency patient booking system for 7 years. It is installed in hospitals and departments across Tasmania.
- ✓ Hospital Aged Liaison Team (THS) contracted us to create a health care, referral and statistical software database. It has now been in use for 12 years.

Testimonial

“I have been using I.T. Guaranteed’s software for 18 years and have found the software is user-friendly and intuitive.

This has enabled our fleet management to be targeted to achieving our goals and efficiencies. The odd issue has been resolved rapidly with no fuss as the system has been robust with very minimal down time. Reporting is easy with the click of a button, and the online help is also easy to use.

I would recommend this company and the software it produces to other users.”

Stephen Simmons

Transport Manager(retired) – Fleet Management North – Tasmanian Health Service

I used I.T. Guaranteed's Fleet software for 16 years. It was easy to use, and reliable with little to no downtime. On the odd occasion when we needed help, it was prompt and friendly. I would recommend I.T. Guaranteed wholeheartedly.

Bruce Baudinette

Utas Fleet Manager (Retired)

Other Software

Open Fleet

I.T. Guaranteed's premier fleet software, Open Fleet has been in use for over 20 years and in that time has managed in excess of 10,000 vehicles.

It is used by government departments and universities to manage

- ✓ Pool vehicle bookings.
- ✓ Vehicle Service scheduling compliance.
- ✓ Vehicle replacement.
- ✓ Repairs and Maintenance.
- ✓ Expense and pool booking internal cost recovery.
- ✓ Asset tracking.
- ✓ Driver licencing compliance and infringement tracking.

NEPT (Non-Emergency Patient Transport)

Our NEPT software is installed in all Tasmanian Hospitals to facilitate the booking of transport for patients.

- ✓ Easily to use running sheet for dispatches to allocate bookings.
- ✓ Multiple pools.
- ✓ Collect all of the required information the first time
- ✓ Allows a booking to be requested, presented to dispatcher, allocated to a crew & vehicle and confirmation sent back to requester in under 1 minute.
- ✓ Complex reports including KPI reporting.
- ✓

Pricing

We would love to be able to present you with a quotation for our service. In order to do so we need to know

- the number of vehicles in your fleet,
- the number of volunteers,
- the number of users who will be using the software,
- the number of databases you require,
- if you will be self-hosting the databases and doing your own backups,
- the details of any custom reports that you would like built-in,
- The details of your tariffs and charge backs,
- the details of any alterations that you require.

Now it's your turn

You can try it right now. Just plug this USB stick into your Windows computer and double click the **OpenFleet-CT.exe** program

- Try the demo then,
- If you are happy, start using our software immediately with our 90 day trial.
- If you have any questions or would like more information, please call our support number 1300 889 533 or email support@itguaranteed.com.au

No USB Stick?

Please email support@itguaranteed.com.au and we will send you a link to download our software.