

# **Onboarding Your Subcontractors**



### How Does It Work?



Onboarding all your carriers in project44's <u>Network Management Center</u> (NMC) will allow your customers to track all your shipments, even if subcontracted.

We will <u>never</u> disclose to your customers if a shipment is being fulfilled by a subcontractor – Our secure platform ensures that your customers will not be able to view who you use as subcontractors.

#### How to do it?

- Inform the Carriers About Your Partnership with project44
- Invite Carriers to Join project44
- Monitor & Support Their Progress

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# 1. Inform Carriers About Your Partnership with project44

Before starting any onboarding activities you need to ensure carrier responsiveness and buy-in.

#### It is crucial that you:

• Introduce project44 as your preferred visibility vendor.

• Communicate with your carriers about the anticipated deadline for completing their connection.

This ensures clarity and emphasizes the significance and urgency of the matter.

• Request carriers to assign a Point of Contact (POC) to drive the integration activities from their side (registration, connection, etc.).

#### Helpful links:

• Who are we and why is it worth working with us: Benefits of Joining the project44 Carrier Network

• Documents explaining the data sharing mechanism: <u>How Data Sharing Works & About Data Security</u>

• Materials about our app (alternative to GPS connection): DriveView Mobile App Guide & DriveView Articles



Inviting carriers is a simple process you can follow directly from your <u>NMC account</u>.

#### **Inviting carriers:**

- <u>Here</u> you can find a brief step-by-step guide how send carrier invitations in NMC.
- If your carrier is not working with us yet, you can invite them by chosing 'Click here if the company you want to invite is not on the list', filling out their contact details in the next step and letting project44 send invitation.
- More about our connections platform: <u>NMC Guide</u> & <u>NMC Demo</u>.

#### Next steps:

• After accepting the invitiation/registering, your carriers will receive an automatic outreach guding them how to connect their fleet.

#### Inviting carriers in bulk:

- If you wish to invite 35+ carriers, our team will be able to support you with that by inviting all of them in bulk on your behalf.
- It is enough to reply to our email with an excel file including the following information:
  - Carrier company name
  - Carrier VAT number
  - Carrier email address
  - Carrier contact name



Your <u>NMC account</u> also allows you to track progress of the invited subcontractors, in order to be able to support them if needed.

#### Monitoring invitation status:

• Accepting NMC invitation is the 1st out of two steps to onboard.

• Under 'CARRIERS' tab, on the right-hand side, there are 2 windows visible:

• 'PENDING CARRIER REQUESTS' - log of the carrier invitiations sent from your account that have not been accepted yet.

• 'REQUEST HISTORY' - log of all carrier invitiations (accepted, cancelled, and declined).

Once carrier accepts your invitation, the company will disappear from 'PENDING REQUESTS' and be visible under 'CARRIERS' tab.

#### Monitoring connection status:

• In order to ensure tracking possibility for your customer, your carriers need to have a working GPS connection added on their accounts.

• You can check if carrier added a GPS connection with the general Carrier Company status.

• Additionally, you are also enabled to check the connectivity status of singular license plates of your subcontractor from your account.

You can find more about how both of the features work on the next pages  $\longrightarrow$ 



### **Carrier Statuses**

Here you can find an explanation of what different statuses of your carriers mean and what can you do about them.

You can read more <u>here</u>.

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ELD/GPS	Name	Status	Carrier Denmark	=
Subscriptions	UK Trucking		Carrier.denmark@gmail.com 2021/01/26 04:12 - t3 2021/02/19 00:15	
Customers	Alias Carrier ID:	ELD/GPS not working	Carrier Poland	=
Asset Sharing	Carrier Spain	ASSETS AVAILABLE	Carrier.poiand@project44.com     2020/07/03 03:01 - t⊐ 2020/12/21 01:55	
•	Alias Carrier ID: 130044		Example Trucking  made@exampletruck.com	=
울 Carriers	CGC Trucking	NO ASSETS	2020/01/13 03:26	

Once logged in to NMC, clicking on the left menu item 'CARRIERS' allows you to check the status of your subcontractor's connection.

#### Check the list below for more details:

STATUS	WHAT IT MEANS	SUGGESTED ACTION		
ASSETS AVAILABLE	Carrier has added a working GPS connection to their fleet and their assets are available in NMC.	Carrier is integrated, no action needed.		
NO ASSETS – NO ELD/GPS ADDED	Carrier has registered in NMC but has not yet added a GPS connection.	Contact the carrier to ensure they give access to all needed vehicles.		
NO ASSETS – ELD/GPS NOT WORKING	Carrier has unsuccessfully tried to add a GPS connection.	We will investigate and instruct carrier how to proceed, no action needed.		



### Vehicle Statuses

Here you can find an explanation of what different statuses of your and your carriers' vehicles mean and what can you do about them.

You can read more <u>here</u> about own vehicles & <u>here</u> about subcontracted vehicles check.

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Dashboard	Fleet	Overview			4	Inacti	ve Assets		
🕞 Fleet	Search	Q		LICENS	E PLATE CHECK	Search	Q		
@ ELD/GPS	Asset Type	License Plate †	Last Position Upda	Sharing Type	Activity	Asset Type	License Plate †		Activity
Subscriptions	-8	KR 3MR64	2021/06/10 09:43	STANDARD	ACTIVE				
E Customers	-8	KW228AB	2021/06/10 09:41	NOT SHARED	ACTIVE				
Asset Sharing		WAR323E	2021/06/10 09:43	STANDARD	ACTIVE				
品 Carriers									

Once logged in, clicking on the left menu item 'FLEET' allows you to check the status of your own fleet connection (main view) and of your subcontractors (under 'LICENSE PLATE CHECK' type the names of the vehicles you want to see and click 'CHECK FOR LICENSE PLATES').

Check the list below for more details:

STATUS	WHAT IT MEANS	SUGGESTED ACTION
ACTIVE	The vehicle is added to NMC and is sending signal.	Everything is working, no action needed.
INACTIVE	The vehicle is added to NMC but is not sending signal.	If the vehicle has been moving in the past 4 days, carrier needs to contact their GPS provider to verify why the data is not being sent.
UNKNOWN	A vehicle with this exact name cannot be found in your NMC network.	1. The vehicle has an incorrect name. Carrier needs to correct it on their GPS account or in NMC.
		2. The vehicle is not added to NMC. Carrier needs to ask their GPS provider to share vehicle with the rest of the fleet.

### Onboarding With p44 <u>DriveView</u> Mobile App

DriveView is a mobile app developed as a connection alternative to GPS onboarding to support carriers in providing real-time visibility to their customers even when not equipped with telematics systems.



Add load Settings

Past loads

Dashboard

Please remember to share the driver's phone number of the device with installed DriveView with your customer for each load.

#### Some facts about the app:

• The app is available for both Android and iOS devices.

and follow our guide on accepting shipment requests.

• DriveView tracks location only during an active load and won't send updates when not on a load. To provide visibility to your customers, location services must be enabled.

You and your carriers can use our mobile app for tracking - download it

- Installation is simple, requiring only your phone number, but you must install and open the app for tracking to work.
- DriveView still sends updates during roaming or service loss, but tracking will not occur if your phone is in airplane mode.

### 4. Best Practices & Other

• Every shipment requires an **equipment identifier**, regardless if the shipment is completed by your own or subcontracted fleet.

Please remember to share the identifiers minimum 90mins before scheduled shipment with your customer. These are:

• License Plate - for GPS connections - license plate number of the vehicle, being the name under which the vehicle is visible in 'FLEET' tab in NMC.

• **Phone Number** - for DriveView App connections - the driver's phone number of the mobile device with installed app.

project44 platform overview:

• NMC (Network Management Center) - project44 platform for managing your carrier and customer connections, as well as your direct fleet via the GPS connection. NMC guide articles.

• **Movement** - project44 platform for managing your shipments. <u>Movement guide articles.</u>

Here you can also find a brief guide how to add an Equipment Identifier for a scheduled shipment directly on our platform.



# project44 Team



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