# TEERTHANKER MAHAVEER UNIVERSITY



# TRANSPORT MODULE USER MANUAL





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## 1. MASTERS.

- 1. Repair Master.
- 2. Destination master.
- 3. Vehicle master.
- 4. Transport route master.
- 5. Transport vendor master.
- 6. Accessories master.
- 7. Tyre details.

### 1. Repair Master.

### You can create a repair master by clicking the New.



### 2. Destination Master.

You can create a destination master by clicking the New.



1				
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ew Edit Delete Si List os ew Manage	CAN INCLUSE Chart Show Attached	Clear Find Filter Page		
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Destination Master				No filters
/enicle Master List Fransport Route Masteri	No. A Dorb A Routed	Kolmune (Ken )		
Transport Vendor Master	1 ADALADHR	104		
Accessories Masters	2 AGRA	450		
lyre Details list	3 ALIGARH	290 2		
	4 AMBOHA	70		
	5 AMROHA	50		
	6 BAGADPUR	4		
	7 BAJPUR	168		
	8 BAKENIA	16		
	9 BAREILLY	220		
	10 BASTA LA	160		
	11 BEHJOI	170		
	12 BUNOR	190		
	13 BILARI	98		
Home	14 BILASPUR	148		
	15 BISOLI	174		
] Posted Douments	16 CHANDAUSI	112		
Masters	17 CHANDPUR	.134		
	18 DELHI	350		
Transactions	19 DHAMORA	130		
	20 DHAMPUR	150		

### 3. Vehicle Master.

You can add a new vehicle by clicking the **New**. Fill in details of the vehicle, add accessories, attach documents of vehicles.

HOME N/	VIGATE			TMU - EDUCOLLEGEL	IVE-R20304 - shubham1 🕜
Vehicle Accessories New	Anage	Go to			
VECH-00001 -	UP21W0001				
General					· ^
No.:	VECH-00001		Ownership:	TMIMT	
Vehicle No.:	UP21W0001		RC Type:	Permanent 🗸	
Vehicle Filter:	0001		Tools:	Jack, Rod, Pana	
Fuel Type:	Diesel	v	Purchase Price	1,026,160.00	=
Fixed Assets:		v	Invoice No.4	A20050001083	
Description:			Agency No.:	~	
Induction Date	10/23/2006		Agency:	Uttern Toyota Ghaziabad	
Chassis No.:	4007060180		Fuel Capicity:	300	
Engine No.:	9747363		Service Limit:	10,000.00	
Model Month/Year	6/1/2016		Create USERID:	TMUNAVERPLERPDB	
Date Text:	June 16		Driver No.:		
Model Name:	Innova 2.5L V		Driver Name:		
Make:	Toyota		Destination:		~
Type:	Car	~	Vehicle Status:	Deactive	
Seat Capicity:	7		Vehicle Deactive Remarks:	Sold	
Expected Mileasger		0.000	Vehicle Running On Cer:	RC V	
			Status:	Open 👻	
Document Details					*
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HOME NAVIGATE	- Edit - Vehicle Accessories	TMU - EDUCOLLEGELIVE-R20304 - shubham
Constant of the second se	HOME	
ype: Car	Vehicle Accessories - 2	Deactive
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D-113200003 9/25/2018 3/24/2019 0123487		0.00

b). Add Documents.



			00000000000		
HOME NAVIGATE  HOME Vehicle slaue Accessories Update Value  TeCH-00001 - UP21W0001  Type: Car Seat Capicity: 7  Expected Mileage	0.000	HOME ACTIONS HOME ACTIONS View Remove Export Attachment Attachment New Document Vehicle Attachment * Type to filter (F3) No.			shubham I
Fiteness import Attachment Copen Attachment Document Valid Fr A Valid To 0123487 6/12/2007 6/11/2020	<ul> <li>▲ Insurance</li> <li>Ind Filter &gt;&gt; C Insurance</li> <li>Amount Document</li> <li>0.00</li> <li>102019/31/1</li> </ul>	voi         — Description           VECH-00001         Ins           VECH-00001         RC           VECH-00001         RC           VECH-00001         RC           VECH-00001         Insurance           VECH-00001         RC frans           VECH-00001         RC frans           VECH-00001         Sold RC	V16/2018 2 1/16/2018 1/16/2018 3/16/2019 4/13/2019 4/13/2019	vort Attachment 🔗 Open Attachment 🏦 Find Filts cument Valid Fr A Valid To Amou	* *
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4. Transport Route Master.You can add bus route and its bus fees academic year wise by clicking the New. You can also upload routes from excel.

4		Transport R	toute Master1 - Microsoft Dynan	nics NAV				0 X	
G 🕞 - 🗂 TMU 🕨 Meste	ers 🔹 Transport Route	Master1				e	Search (Ctrl+F3)		1
Thur									0
New Edit Delete Sno List Manage	Show as St Chart View Show 4	Links Refresh Clear Find Htached Page				1.00	u EDUAREESEENE SE	AUDIONITY -	
Repair Master	Transport Ro	ute Master1 *				20-21	Academic Year	- 7	¥
Destination Master Vehicle Master List Transport Route Master1	Route No. 1	ine 🔻 Route Name	2 Pick Point Name	Academi	Normal Arno	Extension A			~
Transport Vendor Master	2	55000 BAJPUR	KARANPUR MAINI	20-21	14,000.00	4,000.00	1		
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Tyre Details list	12	50000 HALDAUR	LINDERPUR	20-21	14,000.00	4,000.00			-
	27	50000 CHANDAUSI	KUNDARKI	20-21	14,000.00	4,000.00			
	24	50000 PAWANSA	DINGARPUR	20-21	14,000.00	4,000.00			
	38	50000 AGWANPUR TOWN	CIVIL LINES	20-21	12,000.00	4,000.00			
	26	50000 ISLAM NAGAR	BHAWANIPUR	20-21	14,000.00	4,000.00			
	10	50000 AHMDABAD	AHMDABAD CHOWK	20-21	55,550.00	5,550.00			
	10	40000 MORNA	UMRI KALAN	20-21	74,000.00	4,000.00			
	36	40000 BHOJPUR	TRANSPORT NAGAR	20-21	12,000.00	4,000.00			
	2	40000 BAJPUR	TANDA	20-21	14,000.00	4,000.00			
	24	40000 PAWANSA	SIRSI	20-21	14,000.00	4,000.00			
	31	40000 MIRGANJ	SHAHZAD NAGAR	20-21	74,000.00	4,000.00			
A Home	38	40000 AGWANPUR TOWN	RAM GANGA VIHAR	20-21	12,000.00	4,000.00			
III nome	28	40000 WAZIRGANJ	ORCHHI CHAURAHA	20-21	14,000.00	4,000.00			
Posted Douments	12	40000 HALDAUR	NOORPUR (HALDAUR TIRAHA)	20-21	14,000.00	4,000.00			
Masters	26	40000 ISLAM NAGAR	NARAULI	20-21	14,000.00	4,000.00			
	22	40000 RAJPURA	KHIRNI	20-21	14,000.00	4,000.00			
Iransactions	29	40000 DABTARA	HAZRAT NAGAR GARHI	20-21	14,000.00	4,000.00			
	37	40000 PRABHAT MARKET	HARPAL NAGAR	20-21	12,000.00	4,000.00			~



# 5. Transport Vendor Master.

### New $\rightarrow$ Fill details $\rightarrow$ Release.

If you want to edit the vendor then click the **reopen**.

C10		transport vendor i	viaster - Microsoft D	ynamics NAV					
G . TMU > M	asters 🕨 Transport Vendor Master					C Searc	h (Ctrl+F3)		
HOME						TMU - EDU	COLLEGELIVE-R20304 -	shubhaml	0
New Manage	Show Show as oslinit Chart View Show Attached	resh Clear Find	ar Master Card - TPT	VDR-0					
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Transport Route Master	Code & Vander Name	ReOpen Release				Charling			
Transport Vendor Master	TPT//08-0 810 Barelly	Ganaral			reilly	Released			
Accessories Masters	TPT/DB-0. Laxmi Motors	TDTV/DR:0004		0	par moradabad	Released			-
Tyre Details list	TPTVDB-0. IOCL Naibebad	TPTVDR-0001		2	Naubabad Bu	Released			1
	TPTVDR-0 RIL Sinkadarabad	Group			Sinkadarabad	Released			
	TPTVDR-0 Prakash Diesel Servie	Code: TRTVDR./	1001 Email ID-	ano licant		Open			
	TPTVDR-0 Hindustan Oil Sales	Vender Name	Address	Tet Magaz Pa	with:	Open			
	TPTVDR-0, Uttam Toyota	vendor ivame:	Address:	Tpt Nagar, ba	Road Industrial	Released			
	TPTVDR-0 Reliable Motors	Land Line No: 0361	Status:	Released	iodam, Rampu	Released			
	TPTVDR-0 Regent Garage Pvt L	Mobile No.:			ase 1 110020 N.	. Released			
	TPTVDR-0 Viraat Enterprises	1			ngh Chowk,D	Open			
	TPTVDR-0 Ashoka Engineering				OK Nagar Morada.	Released			
	TPTVDR-0 Samath Motors				nt By Pass Sha	Released			
	TPTVDR-0 Shahnawaz Body Repa	ining	9927126143		Tpt Nagar Moradabad	Released			
A Home	TPTVDR-0 V K Tyres		9719052530 vkd	tyresmoradab	Near Majholi Choraha, Delhi	Released			
1 Hone	TPTVDR-0 Car Attraction		9917271777		Ginni Bar Compound Ramp	. Open			
Posted Douments	TPTVDR-0., Dharamveer Sharma		9412235810		Tpt Nagar Moradabad	Released			
Hasters	TPTVDR-0 Kashipur (UK) ARTO					Released			
×	TPTVDR-0 Bhardwaj Paryavaran		9837490034 ns.	239069@gmai	Tpt Nagar, Moradabad	Released			
Transactions	TPTVDR-0,,, RTO Ghaziabad	0121				Released			
	+ TPTVDR-0 Ashish Automobiles	05912452939	9837055258			Open			~
		the second second second second	the set of the set of the set			-			

### 6. Accessories Master. New→Add details.



TMU ► Mas	sters > Access	ories Masters		
lew Edit Delete Sh ist Manage	iow Show as List Chart View	Notes Links	Refresh Clear Filter Page	nd
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Kepair Master Destination Master Vehicle Master List Transport Route Master1	Access	sories Masters	5 * Accessories Na 🔺	
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## 7. Tyre details.

This process contains details of the vehicle tyre when it is changed on which reading. And you can also set the total running reading of the tyre.



💭 🗖 TMU 🕨 N	desters ► Tyre D	etails list								e	Search (Ctri+F3)		
HOME										Th	NU - EDUCOLLEGELIVI	R20304 shubham1	0
Vew Edit Delete	Show Show as Lot View	Notes Links	Refresh C F	lear Find liter									
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Destination Master	iyic c	County Har		2								No filters applied	
Vehicle Master List Transport Route Master1	Valor	In No. Tunn d	Carriel	t. Tree Installati	Ture Correct	Vahiela Total	Ture May Pas	Channel	Installatio	Channel	Channed Bu	Rem	
Transport Vendor Master	UP21/	AC00 Tyre	000001	16.332.00	59.00	16,391.00	200.000.00	7	4/30/2021	5/31/2021	u	instal	cd
Accessories Masters	UP217	AC0001 Tyre	000002	16.332.00	59,00	16.391.00	200:000.00		4/30/2021				
Tyre Details list	UP214	ACD001 Tyre	000003	16,332.00	59.00	16,391.00	200.000.00		4/30/2021				
	UP214	AC0001 Tyre	00008	0.00	0.00	0.00	50,000.00		9/8/2021				
	UP214	AR 00 Tyre	17	123.00	123.00	0.00	0.00						
	UP210	3H 00 Tyre	111	12,345.00	12,345.00	0.00	0.00						
	UP21E	BH 00 Tyre	11111	123.00	123.00	0.00	0.00						
	UP218	IN 23 Tyre	11111111	12,345.00	12,345.00	0.00	0.00						
	UP214	AC0001 Tyre	12	0.00	0.00	0.00	0.00						
	UP214	AW23 Tyre	C20001	50.00	200.00	300.00	50.00		5/31/2021	5/31/2021	yes		
	UP214	AW23 Tyre	Q0002	200.00	400.00	500.00	500.00						
	UP214	AW23 Tyre	Q0003	0.00	100.00	500.00	500.00	2	5/24/2021	5/31/2021	test	tesm	
	UP210	IN 6 Tyre	U	500.00	500.00	0.00	600.00						
At Home	UP218	IN 07 Tyre	800801	500.00	1,005.00	150,008.00	12,000.00		5/12/2021				
Posted Douments	UP214	AN 9 Tyre	XXX02	1,000,00	11,000.00	1.00	50.00		5/18/2021				
A Masters													
Transactions													

### **2. TRANSACTION**.

- 1. Student transport not allocation.
- 2. Transport allotted list.
- 3. Transport route paid card list.
- 4. Cancel transport list.
- 5. Fuel received a card.
- 6. Campus refuelling list.
- 7. Outstation refuelling list.
- 8. Job card.
- 9. Bill register.
- 10. periodic maintenance list.
- 11. Breakdown maintenance list.
- 12. Employee information list.
- 13. Transport store list.
- 14. Transport store received record.
- 15. Vehicle In/out list.
- 16. Vehicle requisition.



### 1. Student Transport Not Allocation.

This list contains the new admitted student list who want bus facilities from the university. Allot transport  $\rightarrow$  Pickup point  $\rightarrow$  Transport allow  $\rightarrow$  Bus registration form. Student Transport Not Allocation - Microsoft Dynamics NAV

🕒 🗇 🔻 🔲 TMU 🕨 Transactions	Student Transnort Not Allo	ation				n		C Search (Ctrl+F3	)	
HOME ACTIONS	Edit - Transport Route	Card - ST/000417 · 2	1-22 · TMU · Normal · Fa	ilse 🔄	□ X	J		TMU - EDUCOLLEGEL	IVE-820304	shubbam1
Allow Show Show Transport Extension as List Che New Polycelling List	HOME ACTIONS HOME ACTIONS HOME ACTIONS HOME Form Contransport Allow Generate Buss Pass New	View X Manage	e Transport Root Show At	tached Page	/E-820 🔇			5.55 FB-52 PM		
Outstation Refuelling List	ST/000417 · 21-22 · T	MU · Normal · Fa	lse				Ty	pe to tilter (r.s) No	N 28 38	* -> *
Fuel Receive Record Cancel Transport List	General				^	Date of Bi	S Gender	Fathers Name	No filte Student S	s applied
Student Transport Alloted List Not F BreakDown Maintenance List Periodic Maintenance List	Bus Registration: Student No.:	Normal v ST/D00417	Drop Point Submitted:	TMU	~	8/12/1997 7/1/1997	Male Male	MOHAMMAD L ABDUL BARI	Student Student	BA-002 BA-002
Vehicle In Out List Vehicle In Out List Sec	Student Name	BANTY LAL	Submitted Date: Paid:			B/20/1995 B/20/1995	Male Male	RAJENDRA SINGH	Student Student	BA-002 BA-002
Curr. Yr Transport Route Paid Card Applicant Apply for Transport Student Transport Not Allocation	Route Name: Acadmic Year:	21-22	Paid On Date Bus Acadmic Year:	21-22		1/25/1998 5/9/1998	Male Male	CHUNNI LAL SHYAURAJ SINGH	Student Student	BA-002 BA-002
Employee Information List Job Card	Re-registration Academic Year Amount:	0.00	No.Of Bus Pass Print: Remarks:		0	3/12/1996 5/14/1996	Female Female	M.L.VERMA TULSI DIWAKAR	Student Student	BA-002 BA-002
Student Transport Alloted List	( <u></u>		College Code:	ТМИМ	~	2/3/1997 5/20/1996	Female Male	AKHTER HUSAIN MOHD RAZA	Student Student	BA-002 BA-002
Transport Store List					ОК	5/14/1996 1/7/1996	Male Male	SVED QUAMRE MOHAMMAD K	Student Student	BA-002 BA-002
Home	ST/000449 TN	AJM TJM1401031	MOHD ASAD	18-19	14-15	7/12/1997	Male	NAZIR HUSAIN	Student	BA-002
Posted Douments	ST/000451 TN	AUM TJM1501027	MOHD JAMSHED	18-19	15-16	4/2/1998	Male Male	MOHD RABIK	Student	BA-002
Masters	ST/000456 TK	ADM TJM(1501031 AJM TJM(1501033	NISHA	18-19	15-16	9/18/1997	Male Female	ARUN SHARMA	Student	BA-002 BA-002
9 Transactions	ST/000462 TN	AUM TJM1501065	NOSHAD ALAM	17-18	15-16	7/1/1998	Male Male	HAFEEZ AHMAD	Student	BA-002
	= ST/000473 TN	AUM TJM1501056	RAGINI SINGH	17-18	15-16	5/27/1994	Female	DARYAY SINGH	Student	BA-002 ~

### 2. Transport allotted list.

This list contains the students who opted for bus facilities from the university. You can also reallow the student from here who want to continue bus facility.



2			Studer	it Transport All	oted List - N	licrosoft Dynan	nics NAV				- 0	x
🕤 🕤 🔹 🥅 TMU 🖡 Transactic	na 🖌 Student Tra	ansnort Allote	d List						3 Search	(Ctrl+F3)		
HOME ACTIONS	Edit - Transpo	ort Route C	ard - ST/000008	• 21-22 • TMU •	21-22 · Non	nal · False 🛄			TRAIL FINIT	OBSORDE	220304 - shut	dama 1
A Store Allow Transact	HOME	ACTIONS			TM	U - EDUCOLLEGEL	VE-R20		Recorded Sectors		No. c. New Million	
Bus Pass	Bus Registrat	tion Form 📖	B / 1	🖻 Change Transpo	rt Root 🛛 📲	Notes 😂	۹					
Re-Allow Tranport X Cancel Bus	Sa Transport All	ow 🗳	View	Cancel Registrat	ion 😱	links 🏹 🕅	•					
l ew ocument	Generate us	ss Pass	×	4210-0110-00		7						
Cempos Refuelling List	Net	W	Manage	Process	Sho	v Attached Pag	c		Type to filter (F3	]  No.	•	-) v
Outstation Refuelling List	ST/000008	3 - 21 - 22 -	• TMU • 21-22	Normal · F	alse				12200		No filters apr	plied
Fuel Receive Record	General							a) - vzzvinovadenie -	120120020000	Scherose:	ree ministrapy	pinete.
Cancel Transport List Student Transport Alloted List Net F	research and		(Company)		222.0	(market)		5. Fathers Name	Mothers Name	Academi	Course C	Addr ^
BreakDown Mointenance List	Bus Registrati	on:	Normal	✓ Dro	op Point	TMU	Y	AVDHESH VISH	SWARNLATA VI	17-18	BCA-001	=
Periodic Maintenance List	Student No.:	-	ST/00008	Su	bmitted:			MANOJ AGARW	SEEMA AGARWAL	17-18	BA-002	мон
Vehicle In Out List	Student Name	e 🖌	ADITI VISHNO	Sul	omitted Date:			KHALID MIYAN	TABASSUM ARA	17-18	BA-002	COUP
Vehicle In Out List Sec	Pick Up Point	r:		✓ Pai	d:			AMAR SINGH	ARSEDA RECURA	18-19	BA-002	148 K
Curr. Yr Transport Route Paid Card	Route Name:		5	Pai	d On Date				ABEEDA BEGUMI	17-10	BA-002	LINO
Applicate Apply for Transport	Acadmic Vear	12	21-22	Bu	s Acadmic Vear	21-22		AIABEELI DADU	DRAVECLIVADAU	17-10	BA-002	MILL
Employee Information List	Re-registratio	n Academic Y	ear: 21-22	No	.Of Bus Pass Pr	nt	0		SAMEENA REGULA	17.10	RA-002	DSM
Job Card	Amount			0.00 R.er	marks:	1		BRUENDRA NAT	RUKMINI GUPTA	17-18	BARCH-001	SARA
Bill Registery	0.0000000000000000000000000000000000000			Co	ilege Code:	TMCT	×	ANJES KHAN	RURY SULTANA	18-10	BARCH-001	VILL+
Student Transport Alloted List	-							TALMOHAMMAD	WAKEELA BEGUM	18-19	BARCH-001	A740
Transport Store Receive Record						-		MOHD SHANA	SALMA KHATO	18-19	BARCH-001	MOH
transport store est							OK	ANWAR ALI	HUSAN BANU	18-19	BARCH-001	SAIFI
A		ST/000599	MOHD YUNUS	4/1/199	6 TMAR	TAR1401019		YUSUF	GULSHAN	18-19	BARCH-001	мон
Home Home		ST/000606	MOHD IMRAN KHA	N 10/10/1	995 TMAR	TAR1501040		FIRDAUSKHAN	ZAITUN BEGUM	20-21	BARCH-001	VILL &
Posted Douments		ST/000607	MOHD MASHKOOR	ALAM 3/1/199	7 TMAR	TAR1401020		MOHD MEHFOOZ	СННОТІ	20-21	BARCH-001	MOH
A Martin		ST/000618	NAMAN JAIN	1/13/19	97 TMAR	TAR1501022		DHEERAJ JAIN	MONIKA JAIN	19-20	BARCH-001	NEAR
Q maters		ST/000521	NOOR ABBAS	6/10/19	95 TMAR	TAR1401024		REHMAT ALI	SARKAR FATMA	18-19	BARCH-001	MOH
Transactions		ST/000623	PARAKHJAIN	9/24/19	96 TMAR	TAR1401025		DEVENDRA KUM	KALPANA JAIN	18-19	BARCH-001	Behin
	-	ST/000569	SWATEM NAIR	7/23/19	96 TMAR	TAR1401039		KR MADHAVAN	SWAPNA NAIR	18-19	BARCH-001	B-3.11

### . . ... .

# 3. Transport route paid card list.

This list contains that student who paid bus fee and who's not from this you can generate the student bus pass.

Transport route paid card list  $\rightarrow$  Select student  $\rightarrow$  Generate Bus Pass.



<i>1</i> 4	Curr. Yr Transport I	loute Paid Card - Microsoft Dynamics N	IAV	- 0 X
G Or IMU → Transactions → Curr	. Yr Transport Route Paid Card		C S	earch (Ctrl+F3)
HOME ACTIONS			TML-	EDUCOLLEGELIVE-R20304 - shubham1
Generate Bues Pass New Show Show as Chart New Show Attached	Refresh Clear Find Page			
Campus Refuelling List	Curr. Yr Transport Route Paid Car	d -	Type to filter (F	3) Student No. 🔹 🔿 👻
Outstation Refuelling List Fuel Receive Record Cancel Transmit List	1	Biolellu Da de Daude Marsa	Annual Data in Edd	Fifter 21-22
Student Transport Alloted List Not Paid	ST/030491 VEER PRATAP SINGH	ADAMPUR ADAMPUR	14.000.00 TMU	8/20/2021 R/20/2021 19-
BreakDown Maintenance List	ST/032261 PRASHANT KUMAR PANDEY	ADAMPUR ADAMPUR	14,000.00 TMU	8/20/2021 3/20/2021 20-
Periodic Maintenance List	ST/034377 ANJL1	ADAMPUR ADAMPUR	14,000.00 TMU	8/20/2021 20-
Vehicle In Out List				
Curr. Yr Transport Route Paid Card				
Applicant Apply for Transport				
Student Transport Not Allocation				
Employee Information List				
Job Card				
Student Transport Alloted List				
Transport Store Receive Record				
Transport Store List				
A Home				
Trin Renderd Descent				
Posted Douments				
Masters				
Transactions				
-	<	11		2

### 4. Cancel transport list.

Those students who want to cancel the bus facility account department process the cancel and its name are displayed in this list.

<u>/1</u>				Cancel 1	Fransport List - Mi	icrosoft Dynamic	os NAV						- 0	×
GO- 0	TMU 🕨 Transacti	ons 🕨 Ca	ncel Transport List							e	Searc	h (Ctrl+F3)		
HOME											MU-EDI	COLLEGELIVE-	(20304 - shubh	am1 0
Show as as list Chart View	Notes Links Show Attached	<b>C</b> Refresh	Clear Filter Page											
Campus Refuelli	ng List		Cancel Tra	nsport List -						Type to fill	er (F3)	Student No	•	• •
Outstation Refuelling List												No filters appli	ed	
Cancel Transport	List		Stud.,	Student Name	Route No.	Pick Un Po	Drop +	College C	Acad		Amount	Course C	Refund Amo	Rer -
Student Transpo	t Alloted List Not P	aid	ST/011705	SAMRAN KHAN	34	RAMPUR GAND	TMU	TMCT	17-18		0.00	BCA-001	0.00	Wro
BreakDown Main	tenance List		ST/013513	VIKAS KUMAR	31	MIRGANJ	TMU	TMCT	18-19		0.00	BCA-001	0.00	Revi
Periodic Mainter	ance List		ST/014107	PRATEEK	17	GAJRAULA CHO	TMU	TMAG	18-19		0.00	BSC-006	0.00	Wro
Vehicle in Out Li	-C + Ser		ST/014601	ARISHA SAIFI	4	KASHIPUR	TMIMT	TMLS	19-20		0.00	INT-004	14,000.00	i App
Cum. Yr Transpol	t Route Paid Card		ST/015595	YASMEEN BI	30	SHAHBAD	TMU	TMNS	20-21	2	4,000.00	NUR-001	0.00	E.
Applicant Apply	for Transport		ST/017855	DIVYAM SAXENA	27	CHANDAUSI (FA	TMU	TMPH	18-19		0.00	PHA-002	11,000.00	Rec
Student Transpo	t Not Allocation		57/017892	RUCHI	в	SAHASPUR	TMU	TMINS	18-19		0.00	NUR-004	0.00	Stur
Employee Inform	iation List		ST/017964	SHIVANI YADAV	27	CHANDAUSI B	TMU	TMNS	18-19		0.00	NUR-001	0.00	Wro
Job Card			ST/018731	PHALGUNI KHALSA	35	DALPATPUR	TMIMT	TMLS	19-20		0.00	INT-004	10,500.00	Adjı.
Student Transno	t Alloted List		ST/019491	MOHD QADIR	26	DALPATPUR	TMU	TMSN	17-18		0.00	NUR-006	0.00	Onl
Transport Store F	teceive Record		ST/020504	RESHU DAS	2	TANDA	TMU	TMSN	20-21	2	14,000.00	NUR-006	0.00	E.
Transport Store L	ist		ST/021208	TRIPTI RASTOGI	1	SEOHARA	TMU	TMMG	18-19		0.00	MBA-001	0.00	) wro
			ST/022193	RUCHI GANGWAR	31	MILAK	TMU	TACE	17-18		0.00	BTC-001	0.00	Stut
A Home			ST/023888	KM REETA KUMARI	10	NOORPUR MAN	TMU	TMNS	18-19		0.00	NUR-001	14,000.00	1 10 K
III mane			ST/023914	PRASHANT YADAV	30	SAIFNI	TMU	тмрн	18-19		0.00	PHA-002	0.00	l Revi
Posted Dour	Posted Douments		ST/024041	FAREED ANWAR	36	SHIRSAWAN GO	TMU	TMPS	20-21	1	4,000.00	P.A.R-005	0.00	1
Masters			ST/025269	DEEPA KASHYAP	34	RAMPUR GAND	TMU	SBL	18-19		0.00	BTC-008	0.00	I Ord
H			ST/025285	KM GUNJAN	27	CHANDAUSI (FA	TMU	TMEA	18-19		0.00	BFA-001	10,500.00	TRF
Transactions			ST/025371	PODJA AGARWAL	2	BAJPUR	TMIMT	TMMG	20-21	13	14,000.00	BBA-001	12,000.00	Got
		ę	ST/025515	REKHA YADAY	22	KHIRNI	TMU	TMSN	18-19		14.000.00	NUR-003	0,00	App



### 5. Fuel received card.

### You can add fuel stock to this.

		Fuel Kete	eive Record - iv	icrosole crynamics	NAV			5 <u>8 -</u>	<b>~</b>
20		New - Fuel Receive	Record			×	3 Search	[Ctrl+F3]	
HOME ACTIONS	ete Post Import Attachment A	Open tachment Report	Notes Links	Refresh Clear Filter d Page	COLLEGELIVE-R20	304 - shubham 1 🕜	TMU - EDUC	011EGELIVE-R20304 -	shubham] 🤇
Fuel Receive Record	4			Type to filter (F3	) Entry No.	~   <b>-&gt;</b>   ~	Type to filter (F3)	Entry No.	•   -> V
					Ne	o filters applied		No filte	rs applied
Entry N A Type 14299 Diesel	Refuelling Receiving D	Receive Quantity 0.00	Rate 0	Amount Bill No. 0.00	Bill Date	Agency No.	1 Date Agency	N Agency Name	
	Tank 1 Tank 2 Tank 3						-		
			2				· · · · · · · · · · · · · · · · · · ·		
<	п								
						ОК			513

### 6. Campus refuelling list.

Fuel filling in the vehicle in the university campus. You can also edit the distance by clicking the **edit distance**.



2		Car	npus Ketuelling Lis	t - Microsoft Dynamics NA	AV .				- 0	^
🕤 💿 🔹 🥅 TMU 🕨 Transactions 🔸 Camp	us Refuelling List						Search (C	trl+F3)		
HOME		0	New - Campus	Refuelling Card - Campus	- • ×		TMU - EDUCO	LEGELIVE-R20	304 - shubhar	10
New New Campus Refuelling List Fuel Receive Record	Notes Un Show Attact Campus	HOME A Edit Distance Net 3 Campus	View Delete Manage	Notes Links. Refresh Clear Show Attached P.	EDUCOLLEGELIVE ?     Go to     Previous     Previous     Nest age		Type to filter (F3)	No.	▼   →	] •
Cancel Transport List Student Transport Alloted List Not Paid BreakDown Maintenance List Periodic Maintenance List Vehicle In Out List Vehicle In Out List Sec Curr. Yr Transport Route Paid Card Applicant Apply for Transport Student Transport Not Allocation Employee information List Job Card Bill Registery Student Transport Alloted List Transport Store Receive Record Transport Store List	No.	General No.: Vehicle No.: Vehicle Type: Fuel Type: Refuelling Point: Nozzle No.: Driver No.: Driver No.: Driver Names Quantity: Rate:	Tank 2			tity	Rote	Amount	Distance	Crea
Chi Home Issi Posted Douments A Masters		Issued Date	9/9/2021	rua nanya. V	0K T					
Transactions										

7. Outstation refuelling list. Fuel filling in the vehicle from the outside university campus. You can also edit the distance by clicking the **edit distance**.

4	Outstation Refuelling L	ist - Microsoft Dynamics NAV			= 0 X
G 🕤 👻 🔟 TMU + Transactions + Outstation Refuellin	ng List		Ð	Search (Ctri+F3)	
			TM	U - EDUCOLLEGELIVE-R	(20304 - shubham1 🕜
New Edit View Delete Show Show as Let Chart Note. New Manage View Show Show Show	Links Refresh Clear Find New - Outstation R	eluelling Card - Outstation			
Campus Refueling List Outstat Dutstation Refueling List Fuel Receive Record Cancel Transport List Student Transport Alloced List Not Paid	HOME ACTIONS	TMU - EDUCOLLEGELIVE - 📿	Type to	o filter (F3) No. Rote Amount	♥ → ♥ No filters applied Distance Creat
BreakDown Maintenance List Periodic Maintenance List Vehicle In Out List Statistice In Out List Sec Curr. Yr Transport Route Paid Card Applicant Apply for Transport Student Transport Net Allocation Employee Information List Job Card	Outstation         2           Seneral	Issued Date: v Lest Reading: 0 Current Reading: 0 Distance: 0			
Bill Registery Student Transport Alloted List Transport Store Receive Record Transport Store List	Driver No.:         w           Driver Name	Mileage: 0.00 Narration: 0 Next Refuelling Reading: 0 Created By:			
Home Fosted Douments Fosted D	4mount: 0.00	OK +			



	ic vernere	 lob (	ard - Microsoft Dv	namics NAV			-	6 X
G O ▼ III TMU → Transactions → Jo	b Card	<u> </u>	New -	Job Card	_ 0 X	Ø Search (C	trd+F3)	
View Manage	Notes Lines Show Attac	HOME NAVIGATE	Reopen Notes	Refresh Clear Riter Page	EDUCOLLEGELME R 🕜 Go to Previous Next	TMU - EDUCOI	LEGELIVE R20304	shubham 1 🕜
Campus Refuelting List	Job Card -	Job Card	2			filter (F3) No.		> ~
Outstation Refuelling List Fuel Receive Record		General			•		No filte	rs applied
Cancel Transport List	No. 🔶	a charat		-		PDC1 PDC2	Job Closi	Bill Date 🗠
Student Transport Alloted List Not Paid	JOBCARD/	No.:	JOBCARD/01617	PDC 1:	×	2/29/2017	12/29/2017	12/29/2017
BreakDown Maintenance List	JOBCARD/	Vehicle No::	UP21AR 0003	PDC 2:	~	2/27/2017	12/27/2017	12/27/2017
Vehicle In Out List	JOBCARD/	Driver:	TRPT-0003	<ul> <li>Job Closing Date:</li> </ul>	~	2/27/2017	12/27/2017	12/27/2017
Vehicle In Out List Sec	JOBCARD/	Driver Name:	Ashok Sharma (Cha.	. Bill No.:		2/27/2017	12/27/2017	12/29/2017
Curr. Yr Transport Route Paid Card	JOBCARD/	Work Reading:		Bill Date:	~	2/27/2017	12/27/2017	12/29/2017
Applicant Apply for Transport	JOBCARD/	Job Open Date:		Bill Amount:	0.00	/25/2018	9/13/2018	9/13/2018
Student Transport Not Allocation	JOBCARD/	Brief Job Description:		Remarks		/8/2018	1/23/2018	1/23/2018
Employee Information List	JOBCARD/	Deriodic Sensice		Mail South		/4/2018	1/5/2018	1/3/2018
Job Card Bill Basistee	JOBCARD/	Insurance Renair		Stature	Onen ul	/4/2018	1/5/2018	1/3/2018
Student Transport Alloted List	JOBCARD/	Agency No.		Parily Carrie	open v	/10/2018	1/8/2018	1/5/2018
Transport Store Receive Record	JOBCARD/	Mada Maria		Dreakdown Service		/6/2018	1/6/2018	1/6/2018
Transport Store List	JOBCARD/	mechanic/ Agency Name	10			/9/2018	1/9/2018	1/7/2018
	JOBCARD/	<u> </u>				/10/2018	1/10/2018	1/9/2018
A Home	JOBCARD/				OK -	/12/2018	1/11/2018	1/11/2018
u nome	JOBCARD/	-				/12/2018	1/12/2018	1/7/2018
Posted Douments	JOBCARD/	TRPT-0012 UP21AN 4	1 1/12/2018	Meter change	LAXMI MOTORS	1/12/2018	1/12/2018	1/9/2018
A Masters	JOBCARD/	TRPT-0027 UP21S 9200	261343 1/16/2018	Tyre replacement 2 no's	Viraat Ent	1/16/2018	1/16/2018	1/11/2018
ж мат	JOBCARD/	TRPT-0068 UP21BN 49	67220 1/16/2018	Periodic service	Ajit Auto	1/16/2018	1/16/2018	1/16/2018
Transactions	JOBCARD/	TRPT-0041 UP21AN 3	193160 1/17/2018	PUMP REPAIRING	PRAKASH DIESE	1/17/2018	1/17/2018	1/17/2018
	JOBCARD/	TRPT-0044 UP21BN 23	80150 1/17/2018	PERIODIC SERVICE, WINDOW	( MA AJIT AUTO	1/17/2018	1/17/2018	1/17/2018

### 8. Job card. Open iob card for the vehicle

9. Bill register. Contain the bill of the particular vehicle.



		bill Registery	y - Microsoft Dynamic	S NAV				
O ▼ ■ TMU ► Transactions ► Bit	ll Registery						<ul> <li>Search (Ctrl+F3)</li> </ul>	
Home New Edit View Delete Show Sk s List V	now es Chart		idit - Bill Register Can	d - BILLREG/000001	EDUCOLLEGE	IVE R.	Alt - EDUCOLLEGELIVE-R20904	- shubharn1
Campus Refuelling List	Bill Registery *	delease Reopen Impor	t Open ent Attachment				) No.	+ +
Fuel Receive Record				2			No filt	ters ap <mark>plied</mark>
Cancel Transport List	No Bill P	SILLREG/000001		<u> </u>			- cle Main	Bill Passed
Student Transport Alloted List Not Paid	BILLREG/0 12/29	General				A	akhand Qtrly Tax	19,200
BreakDown Maintenance List	BILLREG/0 12/29	Max	PH 1 95G (200001	Transmost Store			on Set, Contact Set, Bearing	1,550
Periodic Maintenance List	BILLREG/0 12/29	110.5	DILLACO/00001	Article Main	Uttrakhand O	bb Tax	ilter Kit, Eng Oil, Gear Oil	3,560
Vehicle in Out List Sec	BILLREG/0 12/29	Bill Posting Date:	12/29/2017	Bill Dessed Assessed	Desire Grand C	0.200.06	: End	234
Curr. Yr Transport Route Paid Card	BILLREG/0 12/29	Agency No.:	~	Bin Passea Amount:	(c.)	5,00400	ch Cylinder Sleeve	2,356
Applicant Apply for Transport	BILLREG/0 12/29	Mechanic/Agency Name	Uttrakhand Tax Kas	Payment (ype	Lash	v	s SML	37(
Student Transport Not Allocation	BILLREG/0 1/5/2	Bill No.:	324083	Narration:	Advance PK te	o Asho	rometer, Thermometer, M/C	1,53-
Employee Information List	BILLREG/0 1/5/2	Bill Date:	12/26/2017	Create USERID:	TMUNAVERP	TRAN	Diesel BS IV	1,185,041
Bill Registery	BILLREG/0 1/5/2	Bill Amount:	19,200.00	Create Date:	12/30/2017		thiy Toll Pass Joya	
Student Transport Alloted List	BILLREG/0 1/5/2	Bill Related to :		Status:	Released	v	p Guide Bushing	
Transport Store Receive Record	BILLREG/0 1/5/2	Vehicle No.1:	UP21AN 4103 🗸 🗸				pur Pump	4
Transport Store List	BILLREG/0 1/5/2	Vehicle No.2:	UP21BN 4906 🗸 🗸				rs, Eng Oil	
	BILLREG/0 1/5/2						bur Charge Service	60(
🐴 Home	BILLREG/0 1/6/2				-	24	JESS	7,500
	BILLREG/0 1/8/2					ŲΚ	Cover, Seat Belt Pulley	5,031
- Posted Douments	BILLREG/0 1/8/2	14 14		10		-	Im Tyre & Tube	
A Masters	BIELKEG/0 1/8/2018	Laxmi Motors 539	1/3/2018	3,730.00 UP21AN 3	FUG P 0303	1	Clutch Plate, Wiper Blades, 1140 b	10 (1)
Transactions	BILLREG/0., 1/11/2018	Laxmi Motors 544	1///2018	2,270.00 UP21AN 3	OP21BIN 08		Clutten Plate, C Bert, K/M Wire	
	BILLREG/U. 1/12/2018	Commercial Mo 0003	23 111125018	10,012,00 OP21W 000	FUG P 0303		Pitters, Engloit, Coolant	

### 10. Periodic Maintenance List.

Periodic maintenance of the vehicles. Open job card that vehicle→Periodic Maintenance.



THU THU A TO	275	Edit	Boriodic Maintananco	Cord Deriodic DEDID	WINI 0010	- 0 X	-In (C+d , E2)	
New Edit View Delet	HOME HOME HOME	VAVIGATE Copen at Attachment 4	, Children, Fridinica) Idani, e		TMU - EDUCOLLEGELIVE-R20	304 - shubham1 🕜	DCOLLEGEL	VE-R20304 shubham
Campus Refueling List Outstation Refueling List Fuel Receive Record Cancel Transport List	General	RIDWN-0010				*	r (F3)   I	No. + -
Student Transport Alloted List I BreakDown Maintenance List	No.: Vehicle No.	UP21BN 4909		Model Year: Model Name:	JUNE 16 SKYLINE Pro3009L 3x2 ABS BS4		ar	motes by
Periodic Maintenance List	Job Card ID No.:		*	Witness By:	Mr Jasbir Singh			
Vehicle in Out List	Driver No.:	TRPT-0068	~?	Next Service Reading:		20,000.00	ar	
Vehicle In Out List Sec	Driver Name:	Teekam Singh	-	Next Refueling Reading:		0.00	lus	Mr Jashir Singh
Applicant Apply for Transport	Posting Date	1/19/2018		Туре:	Bus		lus	Mech Jashir Singh
tudent Transport Not Allocati	Makes	Eicher	12 	Create By:	TMUNAVERP\TRANSPORT			
imployee Information List	Work Reading:		60,190.00	Status	Released		lus	Mr Jasbir Singh
ob Card	Insurance	1			Long to the second s		lus	Mr Jasbir Singh
itudent Transport Alloted List	101003/0000						lus	Mr Jasbir Singh
Transport Store Receive Record	Periodic Mainte	nance SubForm		3		^	lus	Mr Jasbir Singh
Fransport Store List	Par Find Filter	Clear Filter	100 - 100 - 100 - 100 - 100 - 100 - 100 - 100 - 100 - 100 - 100 - 100 - 100 - 100 - 100 - 100 - 100 - 100 - 100	7.000			us	Mr Jasbir Singh
	Repair Code	Description	Repair Com	Part No.	Warranty U	Quantity 🛆	Imbulance	Mr Jasveer singh
Home	ENG	Engine	FILTER AIR	000		1.00	ar	Mr Jasveer singh
T. Posted Documents						=	Ar	Mr Jasveer singh
							arb ME	Jaster singh Mr Subback Chauter
" Masters						1	the	IS CONTRACTOR
Transactions							105	15

### 11. Breakdown maintenance list.

Breakdown maintenance of the vehicle.

### Open job card that vehicle $\rightarrow$ Breakdown Maintenance.

🕒 💽 👻 🛅 TMU 🕨 Transactions 🕨 BreakDo	20	Edit -	BreakDown M	aintenance Card	- BreakDown	BRKDWN-0001	_ 🗆 X	3]	
- HOME	HOME N	IAVIGATE				TMU - EDUCOLLEGE	LIVE-R20304 shubh 🔇	TIVE-R2030	4 - shubham1
New Edit View Delete Show a stift Chart	Rejease 5 S Rejease 10 Import 10 Open A	Attachment Attachment	4						
Campus Refuelling List	BreakDown -	BRKDWN-00	01					No.	* -> >
Outstation Refuelling List Fuel Receive Record	General						*	No fi	lters applied
Cancel Transport List	No.:	BRKDWIN-0001			Make:	Eicher		ne	Туре
Student Transport Alloted List Not Paid	Vehicle No.:	UP21BN 0822		*	Model Year:	AUGUST 14			Bus
BreakDown Maintenance List	Job Card ID No.:	JOBCARD/01135		*	Model Name:	11.12K CWC PS 85KW BS3	5.857 3	ngh	Ambul
Vehicle In Out List	Driver No.:	TEPT-0030	2	~	Type	Bus		nar	Bus
Vehicle In Out List Sec	Daivas Namas	f Annh ar	2		Normali	[805 [2]		Singh	Car
Curr. Yr Transport Route Paid Card	Driver ivame	ivid211ar			Incurance:			ngh	Ambul
Applicant Apply for Transport	Posting Date	12/27/2017	*		Witness Be	3		amar .	Bus
Student Transport Not Allocation	Work Resding:			491,632.00	tritonas by.			har	Bus
Employee Information List					Status:	Upen	v	nar	Bus
Job Card	BreakDown Mai	ntenance SubFor	m				^	Singh	Tempo
Student Transnort Alleted List	At East Educ	T Class Filler						ngh	Ambul
Transport Store Receive Record	and the the	Section 1 me		P	Destals			har	Bus
Transport Store List	Repair Code	Description		Repair Com	Part No.	L. L.	Jnic -	ngh	Car
	CHEDENISION	BOOY		JEAT REPAIR		IN IN	05	1 amar	Bus
A Home	SUCREMISION							ingh	Bus
I Home	TVDE	TVDE		122456701				7	Bus
Posted Douments	11ILE	III		123430701				ngh	Truck
Masters							1.1.1	th	Car
¥							ОК	r (LMV)	Car
Transactions							L	mar	Car
= []	BRKDWN UP214	N 8 1/24/2018	242.069.00	Force		JUNE 13 Trauma Amb	ulance Bhoore	e Sinah	Ambul



### 12. Employee information list.

This contains the information of an employee of the transport department. You can add a new employee by clicking **New.** 

	Empi	oyee Information List -	Microsoft Dynamics N	AV			- 0 ×
🕝 💽 👻 🔟 TMU 🕨 Transactions 🕨 Employee Info	ormation List					3 Search (Ctrl+F3)	
HOME	20	Edit - Employee Infor	mation Card - TRPT-00	01	x	TMU - EDUCOLLEGEL	IVE-R20304 - shubham1
New Edit: View Delete Show Show as as List Chart New View Show Show as a start Chart Show Show as a start Show Show as a start Show Show as a start Show Show Show Show Show Show Show Show	Notes	WIGATE Attachment ase 4	ТМИ	EDUCOLLEGELIN	/E-R		
Campus Refuelling List Emp	ploye	nt			ype to f	iter (F3) Driver No.	* - <b>)</b> *
Outstation Refuelling List Fuel Receive Record	3RPT-0001	2					No filters applied
Cancel Transport List Dr	ive	<u>fm</u>			A I I I I Ve	ar Previous Employer	Address ^
Student Transport Alloted List Not Paid TR	PT-000	(mentioned and the second seco	2010/02/07	Landon Service	20	00	Village Mi
BreskDown Maintenance List TR	PT-000	11011-0001	DL Validity:	772672025	¥ 4	00	≡ Katghar G
Periodic Maintenance List Vehicla la Out List	PT-000 Name:	Ajab Singh	Mobile No.1:	7248029533	14	00	99B,Railov
Vehicle In Out List Sec	PT-000 Father Name:	Latoor Singh	Mobile No.2:		3	00	Mohaila Z
Curr. Vr Transport Route Paid Card TR	PT-000 D.O.B:	2/15/1970 🐱	Driving Area:	Basta	36	00	H.No 6/64
Applicant Apply for Transport TR	PT-000 Designation:	Driver 👻	<b>RTO Verification Date:</b>	9/8/2017	v 9	00	Goyalisad
Student Transport Not Allocation TR	PT-000 Exp. In Year:	20.00	Police Verification Date:	3/12/2020	¥ 14	00	Vill.Mitsk
Employee Information List TR	PT-000 Previous Employer	c'	Process	Selected	v 6	00	Village Ba
Job Caro TR Bill Registery	PT-000 Address:	Village Malangoura	DL TPT, Allow Date:	5/20/1997	¥ 6	00	Village Fa
Student Transport Alloted List	PT-001 Cite	Disti-Ammha	Date Of Application	8/11/2017	6	00	Village Fa
Transport Store Receive Record TR	PT-001 Shata	Lin	Pate of Palassinas		6	00	Mangupu
Transport Store List TR	PT-001		Date of Keleaving.		3	00	23, Khilwa
TR	PT-001 DL Number:	OP21 19950001121	Status	Open	· 0	00	Vill Puthi,
TR Home	PT-001				6	00	Vill.Bukna
TR	PT-001				ок 6	00	Village Ke
Posted Douments TR	PT-001				18.	00	Sabdalpur
Masters TR	PT-0017 Hasan Raza	Ameer Raza	1/1/	1963 Driver	33	00	Chimmar
TR. TR	PT-0018 Inder Pal Singh	Karan Singh	1/1/	1965 Driver	19.	00	Guretha, I
TR TR	PT-0019 Jaypal Singh Dhanga	ir Lila Singh	6/10	1/1979 Driver	5	00	Village Mi
= TR	PT-0020 Jod Rai	Khamani Rar	n 5/7/	1962 Driver	17.	00	Village CF

### 13. Transport store list.

This list contains the store items used in a vehicle.



	Tr	ansport Store List - Mici	osoft Dynamics NAV						*
TMU + Transactions + Transport St	tore List					Ø Search (G	Ctrl+F3)		
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# 14. Transport store received record. This contains items received in the transport store.

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### 15. Vehicle In/out list.

This process captures the in/out reading of vehicles and in/out reading filled by the security department.

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- HOME ACTIONS		TMU – EDUCOLLEGELIVE-#20304 – shubham1
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		No filters applied
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REQ/2122/00 UP21BN 0740 12/7/2021	0.00 0.00 TRPT-0119	Sunil Kumar 9917375745
<u>د</u> الله		OK



### 16. Vehicle requisition.

### Vehicle Requirement On Portal

With effect from ...... The requirement of transport for official work (Out Campus) will be initiated from Portal.

### **Process Flow.**

Level 1. Employees can put up the Request for a vehicle from their portal.

Level 2. HOD/PRINCIPAL/DIRECTOR-Can approve or reject the request.

Level 3. Transport Incharge-Can approve the vehicle request or forward the request to Management for their approval.

Note: Approved/Rejected requests status can be seen on the portal.







Screenshots.

1. log in to the Portal for transport requirements. OTHER $\rightarrow$ TRANSPORT REQUISITION $\rightarrow$ TRANSPORT VEHICLE.



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3. Click on Send for Approval.

Approval authority on the portal.

OTHER  $\rightarrow$  TRANSPORT REQUISITION  $\rightarrow$  TRANSPORT VEHICLE  $\rightarrow$  TRANSPORT APPROVAL. 1. HOD/PRINCIPAL/DIRECTOR Approval.

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Srino	Select All	Line No_	Regulation No	Destination	Route Distance	Type of Vehicle	journey Date	To Date	From Time	Required at Place	Purpose	Name	Mobile No	Departmen	t Remarks	Portal status		
1		107	REQ/1819/000078	AMROHA	70	Саг	25 Jan 2019	25 Jan 2019	10:00 AM	cosit	meeting	JOSHI	9897147852	TMCT		Pending		

Select the entry and click on Approve or Reject.

Entries status can be viewed using various types of filters to know the status of the requests like Pending, Approved, App By transport, Rejected by transport, Sent for App Mgmt, App by Mgmt., Rejected by Mgmt.

### Transport Incharge.

Log in to the portal. OTHER $\rightarrow$ TRANSPORT REQUISITION $\rightarrow$ TRANSPORT VEHICLE $\rightarrow$ TRANSPORT APPROVAL.



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Name	TALAT PERWAIZ	Search Name	TALAT PERWAIZ	Gender	Male			
Branch Code	TMUS	College Code	TMUS	Department Code				
Emp. Type	NON-TEACH	Emp. Status	Not Confirm					
Personal Info	ormation							
Contact Info	rmation							
Administrati	on							
							PDATE	

### 2. Vehicle Approval.



Approve or Reject or Send the request to the Management for their approval.



Entries status can be viewed using various types of filters to know the status of the requests like Pending, Approved, Rejected, Sent for App Mgmt, App by Mgmt., Rejected by Mgmt Note: All approved entries will go to the NAV for the deployment of the vehicle and driver. **3. Management Approval**.

### Log in to the portal.

OTHER  $\rightarrow$  TRANSPORT REQUISITION  $\rightarrow$  TRANSPORT VEHICLE  $\rightarrow$  TRANSPORT APPROVAL.

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Select the entry and click on Approve or Reject.

Entries status can be viewed using various types of filters to know the status of the requests like Pending, Approved, Approved by Management, Rejected by Management.



## 3. Reports.

The transport module contains various reports of transaction parts. You can view reports as you required and you can also use a filter.



	Edit - Job Card Report	
Clear Filter Page	1	TMU - EDUCOLLEGEL 🤇
From Date:	5/11/2020 🗸	
To Date:	12/7/2021 🗸	
Vehicle Status:	Active	~
Type Of Vehicle:	Bus	~
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# Report View.

Job Card Report

*		T 07/10/0001			Moradabad,2 Job Card Re	44001 eport		Running	Date: 07-12-1
Jate Br No.	Job Id	Vehicle No.	Work Reading	Job Open Date	Job Description	Job Closing Date	Machanic/Agency Name	Driver Name	Status
1	JOBCARD/01378	UP21BN 4906	143588	21-05-20	body repair	21-05-20	JAIPAL DENTER	Dilbagh Singh	Released
2	JOBCARD/01379	UP21AN 8955	190978	21-05-20	BODY REPAIR	21-05-20	JAIPAL DENTER	Sukhvinder Singh	Released
3	JOBCARD/01381	UP21AN 6714	211654	22-05-20	body repair	22-05-20	JAIPAL DENTER	Sant Pal	Released
4	JOBCARD/01387	UP21AN 6701	245153	26-05-20	BODY REPAIR	26-05-20	JAIPAL DENTER	Rajoo	Released
5	JOBCARD/01391	UP21AN 4101	1471	03-06-20	BODY REPAIR	03-06-20	JAIPAL DENTER	Ram Kishor	Released
6	JOBCARD/01394	UP21AN 9465	176302	05-06-20	BODY REPAIR	05-06-20	JAIPAL DENTER	Rinku Raghav	Released
7	JOBCARD/01400	UP21AN 3984	226950	09-06-20	BOTH SIDE DENTS, BOTH SIDE NALI, ROOF REPAIR, REAR BUMPER DRIVER DOOR	25-06-20	JAIPAL DENTER	Natthu Lal	Released
8	JOBCARD/01406	UP21AN 4105	76874	28-06-20	BODY WORK	03-07-20	JAIPAL DENTER	Ranjeet Singh	Released
9	JOBCARD/01408	UF21CN1436	14354	02-07-20	2 MRF TYRE + TUBES	04-07-20	V K Tyres	Ramesh Kumar	Released
10	JOBCARD/01411	UP21N 5477	36924	04-07-20	BODY WORK	04-07-20	other	Mo Amil	Released
11	JOBCARD/01414	UP21AN 4007	26011	15-07-20	body work	15-07-20	JAIPAL DENTER	Vipin (Singhpur)	Released
12	JOBCARD/01415	UP21CN1153	19032	15-07-20	SERVICE	20-07-20	NGM Motors	Vishan Singh Vyas	Released
13	JOBCARD/01417	UP21AN 4104	79047	15-07-20	BODY WORK	22-07-20	JAIPAL DENTER	Hariom	Released
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You can also export the report into PDF and EXCEL, WORD format.





### Reports Name.

- 1. Fuel tank and receipt and issue.
- 2. Periodic fuel consumption.
- 3. Pickup pointwise student count.
- 4. Routewise students count.
- 5. Transport route.
- 6. Transport route details.
- 7. Transport staff verification.
- 8. List of transport staff.
- 9. Refuelling management.
- 10. Bus pass generated.
- 11. Bus pass not generated.
- 12. Vehicle validity record.
- 13. Vehicle renewal duelist.
- 14. Parts/fitted installed report.
- 15. Vehicle maintenance costing.
- 16. Breakdown maintenance report.
- 17. Periodic maintenance report.
- 18. Lubricant issue report.
- 19. Vehicle in/out.
- 20. Vehicle trip report.
- 21. Job card report.
- 22. Vehicle due for periodic maintenance.
- 23. comparison of pickup pointwise.
- 24. Vehicle due for refuelling.
- 25. tyre details report.



