

Signing up

Home



Login

Kitsap Transit SCOOT

Welcome to the reservation system!

KitsapTransit

We are happy to announce that our new SCOOT reservation system is online. We hope that you will enjoy this new site and look forward to receiving your feedback. Should you have questions or need assistance registering or with reservations, please contact us at (360) 876-7433 or scoot@kitsaptransit.com



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360-876-7433 Kitsap Transit SCOOT

Mobile version

Signing up

		Login	
Welcome to the rese	rvation		
system!			
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	Scoot Use Kitsap Tra	r Guide nsit SCOOT	

SHITS OF STREET

Logging In		
		360-876-74:
 You will receive login credentials via email (with instructions) Only temporary password User should change password 	Login User Name invers Password Login Forgot password?	33 Kitsap Transit SUUUT

360-876-7433 ¥: X Ę it SCOOT

Logging In

IMPORTANT

- User should use "Forgot Password?"
- Password can NOT be seen by administrators
- But: administrators can change password (set back to temporary)

Login	
User Name	invers
Password	
	Login
	Forgot password?
L	

Start Screen



Mobile version

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My Account

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- Menu My Account to change your account details such as your password
- Short cut available



SCRIM ALTERIAN FOR T Book (Contractor Contra Anna Statement (Statement) 360-876-7433 Kitsap Transit SCOOT

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My Account



- Under "My Account" users can also change password at any point
- No limitations to allow for any password

Placing a Reservation

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Welcome to the reservation system[®]

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Placing a Reservation



Date & Time Widget







1: Pick a date

- 2: Select the hour pick AM and PM
- 3: Select the minutes

NOTE:

Default timeframe can be set to 15 or 30 minutes, or hourly

Reservation by Time

Home New Reservation Rese	rvation Board Map reservation My Reservati	ons Usages			
KitsapTra		W	\$00y	5	
To place a reservation, pleas	e select a customer account and enter th	ne required information	on. Then enter the time for	your reservation and	
pick a location. Click "Reser	city		Location		
Customer Account	City of Bremerton		Harborside	* #	
cyndi@test	Reservation Start		Reservation End		
Service	8/27/2015 9:15 AM	H - +	8/27/2015 10:15 AM	H - +	
Vehicle					
Category					
Scoot					
				Reserve	
Mobile version				Reserve v2.23.449.6601	
Mobile version				Reserve v2.23.489.6801 INVERS.GentH. Convented 2007-201	16
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Mobile version				V223.489.6801 INVERSIONAL Convenies 2007/201	

- 1. Go to New Reservation
- 2. Select Category
- 3. Select City & Location
- 4. Select Reservation Start
- 5. Select Reservation End
- 6. Click on Reserve Next screen:
- 7. Check your reservation details
- 8. Enter any necessary information
- 9. Confirm the reservation



Reservation by Time

5 Check yc	our Reservation Details	
→ 6 Enter any	requested information (Note: can be mandate	ory)
7 Confirm	reservation	
Confirm Reservation		
	9y)	
 ➡ 5/28/2015 Ø8:00 AM-5:00 PM Vehicle class Sedan ♠ Meeting Room Outdoor KM (Burnat Reservation remark 	City Hall meeting	
 ➡ 5/28/2015 Ø8:00 AM-5:00 PM Vehicle class Sedan ♠ Meeting Room Outdoor KM (Burnat Reservation remark Driver Work Order / Project Number 	City Hall meeting Annekatrin Schmidt (1234567)	
 ➡ 5/28/2015 ♥8:00 AM-5:00 PM Vehicle class Sedan ♠ Meeting Room Outdoor KM (Burnat Reservation remark Driver Work Order / Project Number I confirm that I hold a valid driver's lice 	by) City Hall meeting Annekatrin Schmidt (1234567) ↓ 123456 mse ♥ yes	
 ■5/28/2015 Ø8:00 AM-5:00 PM Vehicle class Sedan ▲ Meeting Room Outdoor KM (Burnat Reservation remark Driver Work Order / Project Number I confirm that I hold a valid driver's lice Estimate cost 	City Hall meeting Annekatrin Schmidt (1234567) 123456 mse ♥ yes	

Reservation Confirmation

Success Your Reservation was accepted, thanks!		 60-876-74
★ Home III My Reservations Change Reservation	New reservation from this 🔹 🖬 History 🖺 Enter Note 🖨 Show Print Version	I33 Kit
Your Reservation		D
Reservation Number	113455	 Reservation NUMDer
Reservation Start	8/27/2015 9:15 AM	ſr
Reservation End	8/27/2015 10:15 AM	an
Customer	cyndi@test	SI
KeyManager TAN	91779	ŭ
Driver	Cyndi Test	Ĉ
I confirm that I hold a valid drivers license	yes	
Reservation Item Information		OT
Item's category	Scoot	
Reservation info	Single item reservation	
Location Information		
Location	Harborside(City of Bremerton)	
Location Map		
Olympic Olympic National Forest Silverdale Erlands Pointo Kitsap Lake	Bainbridge Island Varrow Point Seattle Bellevue Samm	

Customer Account Where Ciny of Bitmention Location Location select- SetZr2015 • • • • • • • • • • • • • • • • • • •	end time for your reservation on the reserv	vation board. Note: You can modify the reservation time once more in the next menu before reserving. O Read more.
Chy C	Customer Account	Where
I day Scroons S	cyndi@test	City City of Bremetton
-select		Location
Map of Location(s) 02/2/2015 • Show Map 1 day • Show Map Aviabability • City of Bremeton Government Center • 27/2015 • 1 day • Honda #161 • City of Bremeton Haborisite • 1 day • Phonda #161 • Drodg #162 • Honda #163 • Honda #164 • Drodg #165 • Honda #165 • Honda #165 • Legend •		select 🔹 🕈
Ba272015 Image: Ima	When	Map of Location(s)
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Availability C City of Bremetion Government Center Z/ Aug 1uud pau fau fau fau fau fau fau fau fau fau f	1.0%	
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City of Bremento Government Center	Availability	
City of Brementin Covernment Center Z/ Aug Z/ Aug honda #161		(*)
Honda #161 City of Bremetrich Harborside 22/Aug 12/aug //aug 12/aug //aug Honda #161	City of Bremerton Government Center	
Honda #161 City of Bremarton Harborside 27.40g 12.40μau βau βau βau βau βau βau βau βau βau β	12AM TAM DAM DA	ам фам вам вам вам вам вам Гоам Гоам Гоам Ген Ген вем вем вем вем вем вем вем Ген Вем Гоем Гоем Гоем Гоем
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Legend	Honda #162 Honda #163 Honda #165	
	Honda #166	
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	Honda #166	
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1. Go to Reservation Board

- 2. Select city & location
- 3. Select a day (up to 14-days view)
- 4. Click twice into green area for start and end time
- 5. Adjust time in pop-up window if needed
- 6. Click Submit Reservation Next screen:
- 7. Check your reservation details
- 8. Enter any necessary information
- 9. Confirm the reservation
- 10. Reservation will show BLUE in Reservation Board

Reservation Board



Reservation Board

Check availability of the vehicles. To make a reservation please click the start and then the end time of the available time slot. [] Read more... Which Customer Account Where City Anna Soo (Community D \$ location Meeting Room Outdoor KM ÷ 🕇 **Electric Vehicle** category When remark Nissan Leaf or similar. 5/28/2015 8:00 AM 5/28/2015 start of reservation 5/28/2015 2:00 PM 莆 1 day reservation end Submit Reservation Request C Availability cancel **Burnaby Meeting Room Outdoor KM** 28 May 12AM 1AM 2AM 3AM 4AM 5AM 6AM 7AM 8AM 9AM 10AM 11AM 12PM 1PM 2PM 3PM 4PM 5PM 6PM 7PM 8PM 9PM 10PM 11PM Dumpy #4375 **Electric Vehicle** Mini-Van Sedan Sedan Legend







4

Click Submit Reservation

Check your Reservation Details Enter any requested information (mandatory)

Confirm reservation

Confirm Reservation

6

8

≣5/28/2015 ©8:00 AM-2:00 PM Vehicle class Electric Vehicle A Meeting Room Outdoor KM (Burnaby)

Reservation	remark
-------------	--------

	river	
\sim	11401	

Reservation remark	GFX conference in Denver Convention Center
Driver	Anna Soo
Work Order / Project Number	PO123456
I confirm that I hold a valid driver's license	✓ yes



H Back **Confirm Reservation**

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Reservation Confirmation

Success Your Reservation was accepted, thanks!				× 36
Reservation Board Check availability of the vehicles. To make a reservation	n please click the start and then the end time of the	available time slot. 🔇 Read more		0-876-7433
Which Customer Account	Where			
Anna Soo (Community E	City			K
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	Meeting Room Outdoor KM	÷ 🔒		qp
				Tr
When				ans
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Availability		C		T
Burnaby Meeting Room Outdoor KM 28 May 12AM 1AM 2AM 3AM 4AM 5AM Dumpy #4375 IIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIII	бам 7ам вам рам 10ам 11ам 12рм 1рм 2рм 8рм 4	Рм БРм БРм 7Рм ВРм ЭРМ 10РМ 11РМ	Successfu (your own	Il Reservation
Legend	er		Reservation	on from another
				20

Reservation Confirmation

NOTE:

- Hover over reservation to reveal more information
- Click on reservation to
 5/28/@hange,=cancel
 1 day ‡

here	
City	
Burnaby	\$
Location	
Meeting Room Outdoor KM	\$ ŧ

C

Availability

available Now reservation own reservation other

Confirmation Emails



My Reservations

List of F	Reservations	6				-0;0-2
Here are your	current reservations:					376
Reservation O	wner chmidt (Information		Show Reservations Starting From 5/28/2015 12:00 AM			-7433 Kitsa
Current	Reservation	ns				p T
#	City	Location	Vehicle	Start	End	rar
101167	Burnaby	Meeting Room Outdoor k	KM Honda Civic #5824 (70A385 / 5824, Sedan)	5/28/2015 8:00 AM	5/28/2015 5:00 PM	lsit
All Rese	ervations					SCOOT
All Rese	ervations _{City}	Location	Vehicle	Start	End	SCOOT
All Rese # 101167	City Burnaby	Location Meeting Room Outdoor KM	Vehicle Honda Civic #5824 (70A385 / 5824, Sedan)	Start 5/28/2015 8:00 AM	End 5/28/2015 5:00 PM	SCOOT

- Lists current & upcoming reservations
- Select one to cancel, change or send note
- Can also show old or cancelled reservations

 $\tilde{\omega}$

Cancel & change reservation



(call center team) for assistance with cancelling when started

Users have to call fleet service (call center team) for assistance with cancelling when started

itsap Transit SCOOT

Sending Notes to Admin

Please enter a message ×	
Subject Vehicle extremely dirty	
Type ✓ General message Lost & Found Message	Reasons for Notes
Could you please have somebody clean the interior of this vehicle. It was extremely dirty when I got there.	Dirty vehicleDamage on vehicle
Send message	Something forgotten in vehicleProblems with
	 technology General comments about service

Reservation as template



- By selecting, the reservation will be copied with the same times/ information for the next day, week or month
- Reservation will be scheduled right
 away, no confirmation screen
- Successful reservation confirmation (and email)

Your Reservatio	n was accepted, thanks!	1						ransit	×
A Home	III My Reservations	Change Reservation	New reservation from this	•	Cancel Reservation	History	Enter Note	Show Print Version	
Your Rese	rvation								
Reservation N	lumber		101170						
Reservation s	tart		6/4/2015 8:00 A	M					
Reservation e	nd		6/4/2015 5:00 F	M					
Customer			Annekatrin Sch	midt	(Information Technology)				
Reservation A	Access Code		C78833						
Smartcard			1004 (17222, 0)						
Driver			Annekatrin Schr	midt	(1234567)				
Reservation remark		City Hall meetin	City Hall meeting						
Additional	Information								
Work Order /	Project Number		123456						
I confirm that	I hold a valid driver's lice	ense	yes						
Reservatio	on Item Information	n							
Class			Sedan						
Reservation in	nfo		Class Reservati	on					
Location I	nformation								
Location			Meeting Room	Outo	door KM(Burnaby)				
Remarks			Demo equipme	nt in	the meeting room				

My usages

Usages						
Usage overview. Vehicle usage c	consists of a reservation and all trips done	e on this reservation.	Read more			
More search options						
Start	End	mi F	Reservation No	Car	Customer	Amount
•						
1/1/2015 12:00 AN	3/31/2015 12:00 A					
2/26/2015 9:30 AM	2/26/2015 10:00 AM	0	101057	Nissan Leaf #1629	Annekatrin Schmidt (Informatior	1
2/26/2015 9:30 AM	2/26/2015 10:00 AM	8	101056	Nissan Leaf #9734	Annekatrin Schmidt (Informatior	0
2/20/2015 1:30 PM	2/20/2015 2:30 PM	18	101049	Klaus Beetle iBoxx	Annekatrin Schmidt (Information	1
2/20/2015 11:30 AM	2/20/2015 1:30 PM	4	101046	Klaus Beetle iBoxx	Annekatrin Schmidt (Informatior	1
2/3/2015 1:00 PM	2/3/2015 3:30 PM	0	101007	MiniVan #9871	Annekatrin Schmidt (Informatior	1
1/30/2015 4:00 PM	1/30/2015 5:30 PM	0	100993	Bikes	Annekatrin Schmidt (Informatior	1
1/30/2015 2:30 PM	1/30/2015 3:30 PM	0	100995	MiniVan #9871	Annekatrin Schmidt (Informatior	/
1/30/2015 2:00 PM	1/30/2015 3:30 PM	0	100985	Bikes	Annekatrin Schmidt (Informatior	/
						◄ 1 2 ►
						L Export

- Usages (trips) can be exported by each user
- Sort by time (e.g. monthly export for own files, reports to manager)
- Mileage: only available with INVERS onboard computers

Do you want to use your Smartphone to SCOOT?





Mobile View



Reservation website can be accessed from any device (any smartphone & tablet)

! INFO

Don't forget to bookmark

 Bookmark your website link in your smartphone's browser for quicker access 36(

Mobile View

Reservation by Date & Time





We hope you will like the new system as much as we do!

If you have any questions please contact us at 360-876-7433 or <u>scoot@kitsaptransit.com</u>