



Ecolane Trainings

October 23 and/or 25, 2018 – 9:00 AM to 4:30 PM
TransNet (Suburban Transit Network, Inc.)
980 Harvest Dr Ste 100, Blue Bell, PA 19422

Ecolane: Reporting Training (October 23, 2018)

Participants in this class will walk with their Ecolane data from the Client's profile through the trip booking process, following the data through same day delivery in the vehicle and on the tablet and then to data exception clean-up and reporting. At the end of this course agencies' participants will know what fields from the client profile are used in scheduling and which data is carried into the reporting archive. Participants will know how the reservationist, scheduler, dispatchers and drivers can affect the data throughout the life cycle of a trip after attending. Lastly the participants will be able to identify and correct that data in the archive database and validate their numbers prior to submission to PennDOT or other Funding Agencies.

Presented by: James Barker & Jason Ellis, Ecolane

Ecolane: Advance Scheduler Training (October 25, 2018)

This one-day intensive immersion class is designed for full time schedulers, dispatchers, or managers who have been using Ecolane to actively schedule for 6 or more months. This is not an introductory level class and will not cover the basics of reservations intake or basic scheduling functions. If you have primary job responsibility for preparing and managing Group and subscription transportation, readying schedules for next day transportation, or managing the same day adjustments of schedules to accommodate changes in fleet and demand, then this is the class for you. Attendees will be walked through how the Ecolane DRT system schedules and uses varying levels of configuration and violations settings to achieve scheduling results. Attendees will review the steps and functions necessary to review schedules the day before service, address no-runs, and improve overall schedule performance before service begins based on this knowledge of configuration and violation settings. Further, attendees will be trained on same day proactive and reactive manual scheduling adjustment techniques for scheduling no-run trips.

Presented by: John Walters & Jason Ellis, Ecolane

Attendees must bring a laptop that has Google Earth installed and can connect to Wi-Fi.

Cost: No charge

Lodging: Normandy Farm Hotel and Conference Center (1401 Morris Road, Blue Bell, PA, 19422) Rooms are available at a discounted rate of \$139 and must be booked over the phone. Call 215-616-8500 and ask for the Ecolane User Conference rate, or mention code EUCONF. Rooms will be released on September 23, 2018.

Parking: Free, on-site parking is available at both Normandy Farm Hotel and TransNet.

Meals: Coffee, lunch and breaks will be provided. Please inform Sara Bowden at sara@ppta.net of any dietary restrictions at least one week in advance.

Attire: Casual. Because it can be a challenge to keep the meeting room at a temperature that accommodates everyone, we recommend bringing a sweater or jacket to stay comfortable.

Maximum Class Size: 18



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Attendee Registration:

Submit to Sara Bowden, PennTRAIN Program Coordinator

Email: sara@ppta.net Fax: 717-234-7176 Mail: 600 N 3rd Street, 4th Floor, Harrisburg, PA 17101

Organization Name: _____

Attendee Name: _____

Attendee Title: _____

Attendee Email Address: _____

Attendee Phone Number: _____

Select the trainings this attendee should be registered for (mark all that apply):

Ecolane: Reporting Training (October 23, 2018)

Ecolane: Advance Scheduler Training (October 25, 2018)

Laptop Acknowledgement:

Attendee will bring a laptop that has Google Earth installed and can connect to Wi-Fi

Organization Contact Name: _____

Organization Contact Email Address: _____