



# Unloading Trucks Guide

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## Overview

On the Delivering Shift View, users with the foreman user role can interactively unload trucks in the field.

## Unloading Trucks

On the Delivering list, users will see a list of trucks currently in route to the job. Foremen can use the Unload button to interactively unload the first truck in the list. The first truck in the delivering list is the Active truck and is the only truck that can be unloaded without reordering another truck.

Unloading a truck will track the unload date and time, GPS, and user than unloaded it to the load's E-Ticket.

*Note: Users may need to allow GPS when prompted to allow SOP to collect the device's GPS location.*

## Last Unloaded

After unloading a truck, SOP will display the Last Unloaded truck below the delivering list. The Last Unloaded panel allows foremen to cancel the unload if needed or sign the truck out at the end of the day.

## Delivering

Load	Truck	Tons	Start	Deliver Progress	ETA	
4	AJA58	21.02	11:58am	<div style="width: 60%;"><div style="width: 60%;"></div></div>	02:51pm	<a href="#">UNLOAD</a> <a href="#">DETAILS</a>
5		2.00	01:34pm	<div style="width: 100%;"><div style="width: 100%;"></div></div>	04:07pm	<a href="#">SET ACTIVE</a> <a href="#">DETAILS</a>
6	5881	22.18	01:35pm	<div style="width: 100%;"><div style="width: 100%;"></div></div>	04:08pm	<a href="#">SET ACTIVE</a> <a href="#">DETAILS</a>

## Last Unloaded

Load	Truck	Tons	Cumulative	Unloaded	
3	5885	22.13	65.12	02:20pm	<a href="#">CANCEL UNLOAD</a>

## Unloading Out of Order

Trucks can be re-ordered to adjust to the actual order they are unloaded. If the "Active" truck is incorrect, select the correct truck from the delivering list and click the "Set Active" button. This moves the selected truck to the active line and moves the previously active truck down to the next position. Now the new active truck can be unloaded. The original load numbers are maintained on the load lists and ticket.