



Cabman Kiosk

User Manual - Version 2.0

Table of Contents

1. Introduction	3
2. Driver	4
2.1. Log in	4
2.1.1. Driver code	4
2.1.2. Driver card combination with pin code	4
2.2. Home screen	5
2.3. Deposit	5
2.4. History	6
2.5. Messages	6
2.6. Log off	7
2.7. Blocked	8
2.8. Offline mode	8
3. Manager.....	9
3.1. Log in	9
3.2. Deposit history	9
4. Administrator.....	10
4.1. Log in	10
4.2. Status	10
4.3. General	11
4.4. Log in	12
4.5. Deposit	13
4.6. Users	14

1. Introduction

This is the Cabman Kiosk user manual. This manual describes the different functions of the kiosk. The driver, manager and administrator can all log in to the Cabman Kiosk. All options per role are discussed in this manual.

To install the Cabman Kiosk, please read the *Cabman Kiosk Installation Manual*.



2. Driver

2.1. Log in

There are several ways for a driver to log in to the kiosk. Headquarters has determined which of these options are available to their drivers.

There are two different ways to log in to the kiosk:

- Unique driver code
- Driver card in combination with pin code

2.1.1. Driver code

You can log in with your unique driver code. Enter your driver code and press 

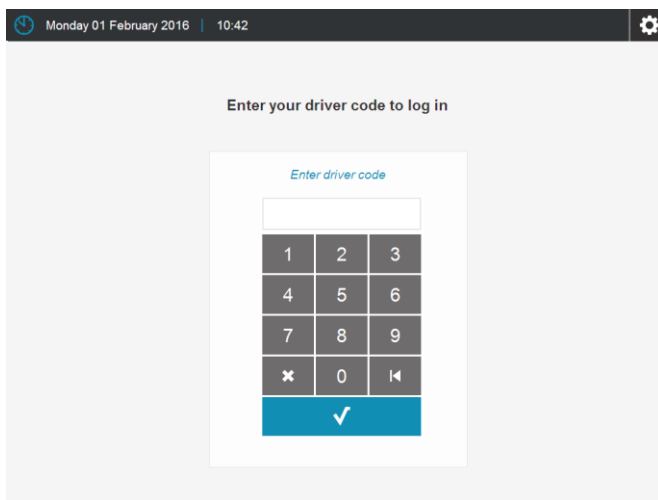



Image 1 Log in with driver code

2.1.2. Driver card combination with pin code

You can also log in with your driver card and pin code. First insert your driver card (image 2). You will now see the screen pictured in image 3.

Enter your pin code and press 

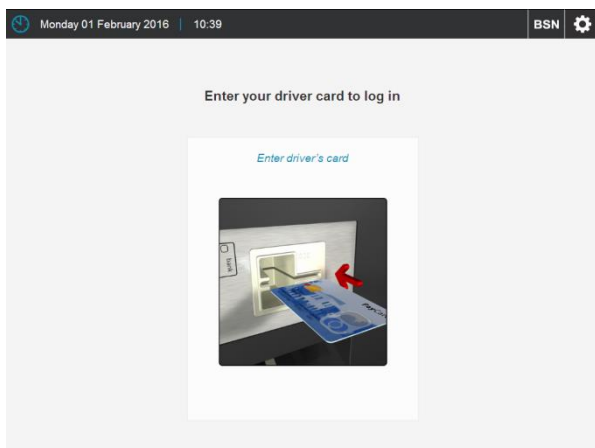


Image 2 Insert driver card

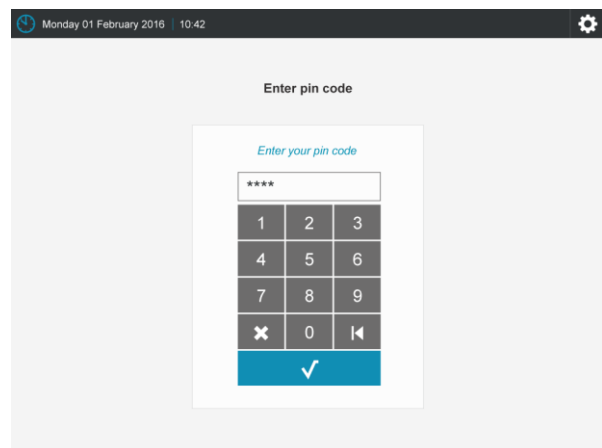


Image 3 Enter pin code

2.2. Home screen

As soon as you are logged in as a driver, you will see the screen pictured in image 4. This screen contains an overview of all finished shifts that still need to be deposited.

1. **Total to deposit:** The total amount to deposit for all outstanding shifts.
2. **Balance:** All excess cash that is deposited is added to your balance.
3. **History:** Check out an overview of your deposit history.
4. **Deposit:** Deposit cash money.
5. **Shift overview:** An overview of your outstanding shifts

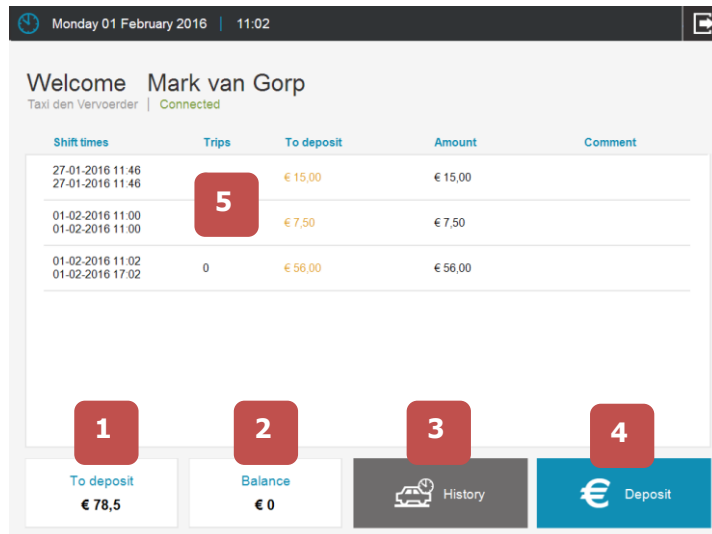


Image 4 Deposit screen

2.3. Deposit

There are ways to deposit cash money at the Kiosk. The centre has determined which options are available to the driver:

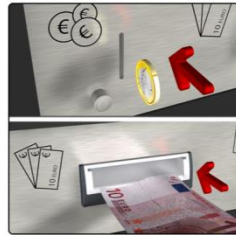
- **Free deposit:** Through the 'Deposit' button you can freely deposit cash. The total amount that will be deposited is listed at the bottom left under the line Total to deposit'.
- **Deposit by shift:** It is also possible to deposit for one specific shift. You can press shift and then select 'Deposit'.

If you have selected 'Deposit' the screen below will appear. In this screen you can see the amount to be deposited and deposit cash. To cancel immediately, press the 'Stop' button. If you have deposited the money, the deposited amount is shown at the top of the screen. Once you have deposited the money, it is not possible to stop the transaction. When you have finished with the deposit, press the 'Ready' button.

To pay: € 46,75

Insert coin or banknote

There is no change available



Stop

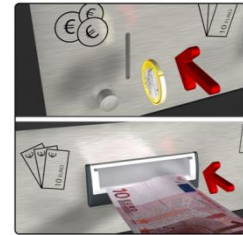
Image 5 Deposit

Payed: € 20,00

To Pay: € 26,75

Insert coin or banknote

There is no change available



Ready

Image 6 Complete deposit

2.4. History


If you press the 'History' button the screen below will appear. This screen shows an extensive overview of all deposits made in the last two months.

Monday 01 February 2016 11:16		
History		
Deposits from 01-01-2016 to 01-02-2016		
Back		
Date	Time	Amount
01-02-2016	11:13	€ 10,00
29-01-2016	16:04	€ 5,00
29-01-2016	16:04	€ 10,00

Image 7 Deposit history

2.5. Messages

When you receive a new message, a notification will be shown (image 8). To go to the message

screen, you have to press the  button at the top right of the screen. This will make the screen pictured in image 10 appear. You can check all your messages in this message screen. To return to the home screen, press the 'Back' button.

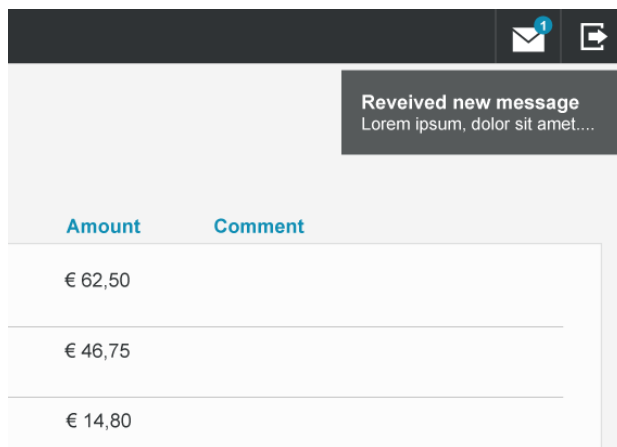


Image 8 New message received

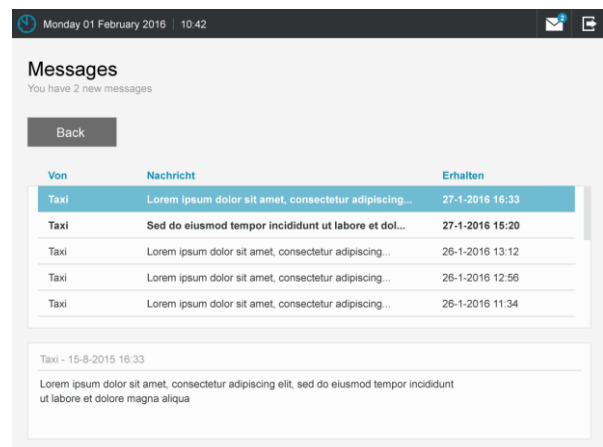



Image 9 Message screen

2.6. Log off

Once you are finished and wish to log off, press the  button at the top right of the screen.

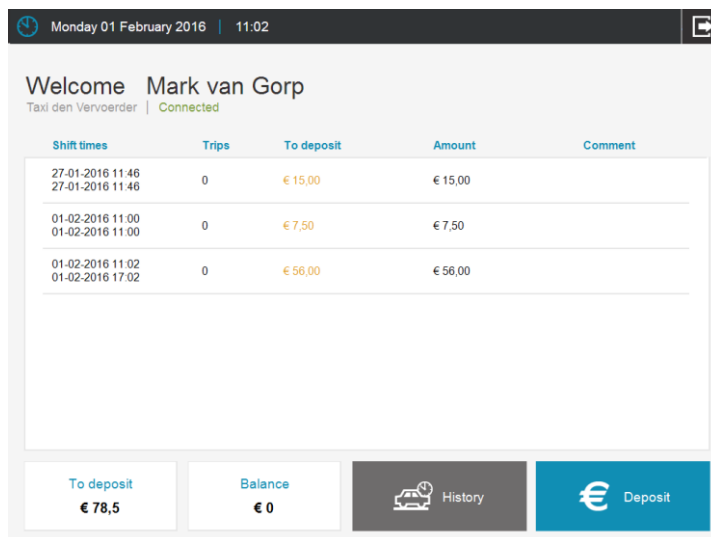


Image 10 Log off

2.7. Blocked

It could be that the administrator has blocked the Kiosk. If that is the case, the screen below will be shown. If the Cabman Kiosk is blocked, you can contact the administrator.

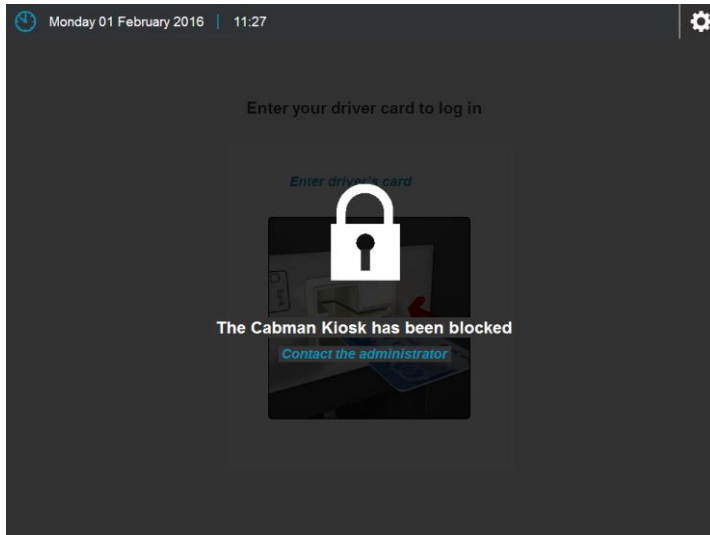


Image 11 Cabman Kiosk has been blocked

2.8. Offline mode

The Kiosk has the ability to be used offline. The Kiosk then has no connection with an external software package to connect to the services. In the offline mode you can only log in with a unique driver log-in code. Once you log in, you will see the following screen. Here you can make free deposits and view your history.

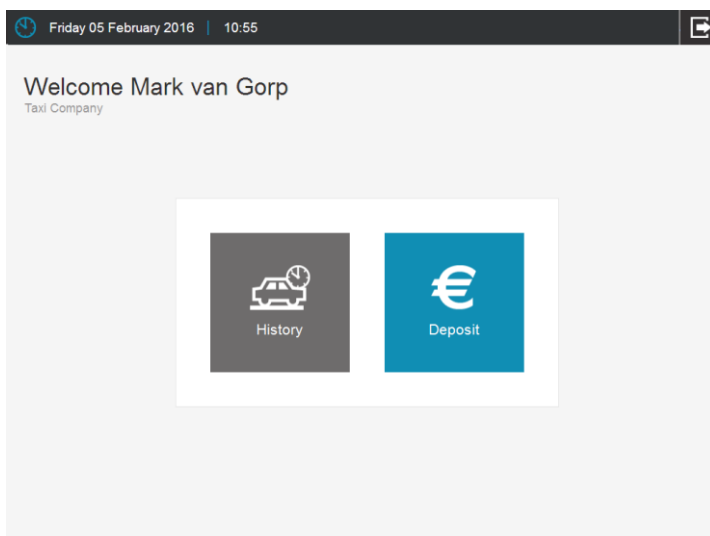




Image 12 Offline mode

3. Manager

3.1. Log in

In order to log in as a manager you have to press the  button at the top right of the screen. The screen below will now appear. Enter your manager code here and press the  button

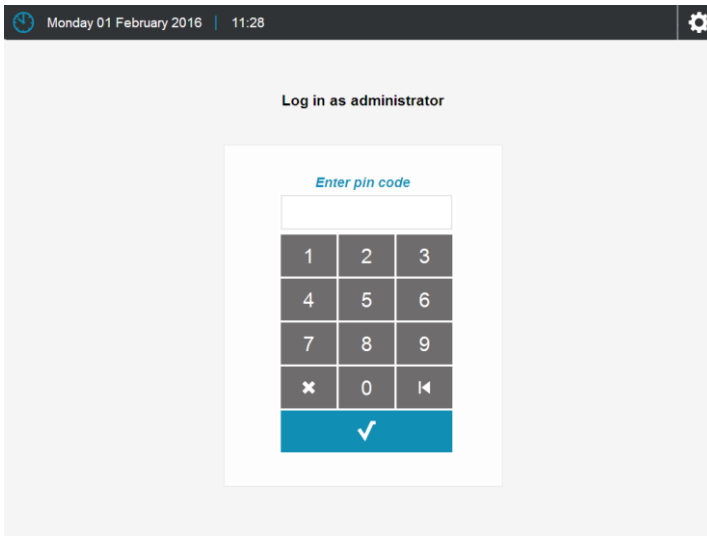
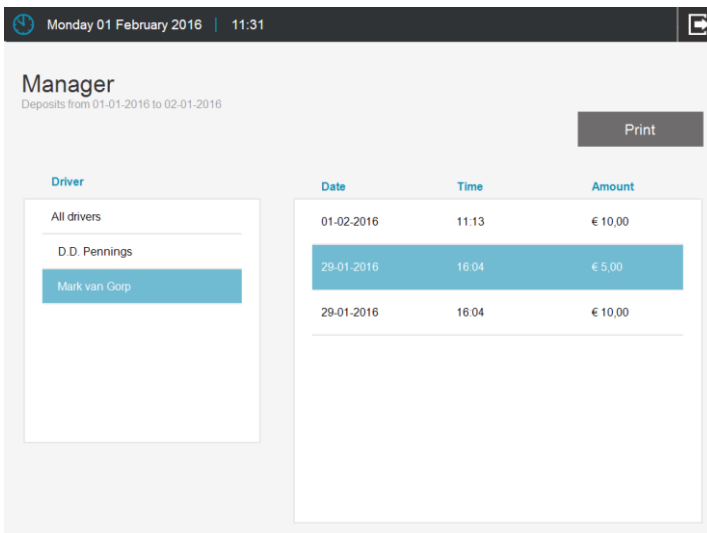


Image 13 Logging in as a manager

3.2. Deposit history

If you are logged in as a manager you can pull up an overview of all deposits made in the pasts two months. By selecting a driver, you can view all deposits by that driver. You can also print a deposit receipt by selecting the deposit line and pressing 'Print'.





Driver	Date	Time	Amount
All drivers	01-02-2016	11:13	€ 10,00
D.D. Pennings	29-01-2016	16:04	€ 5,00
Mark van Gorp	29-01-2016	16:04	€ 10,00

Image 14 Manager

4. Administrator

4.1. Log in

In order to log in as an administrator you have to press the  button at the top right of the screen. The screen below will now appear. Enter your administrator code here and press the  button.

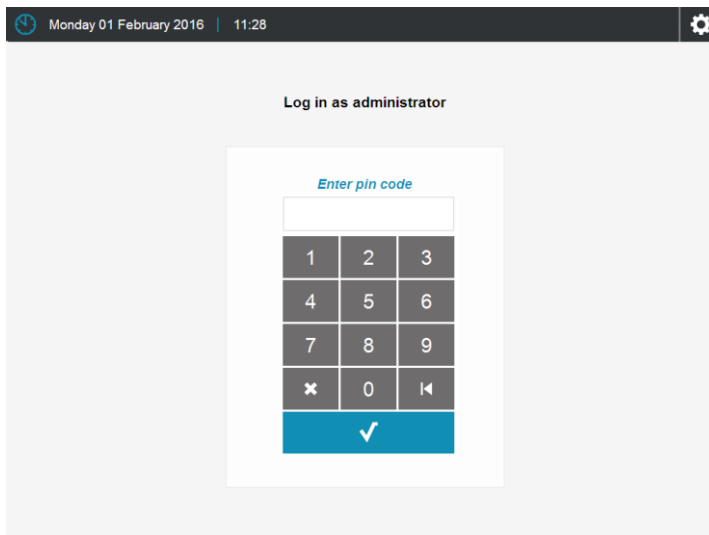


Image 15 Log in as administrator

4.2. Status

Once you are logged in as an administrator a status overview of the Cabman Kiosk is shown (image 16). This status overview shows the totals and the history of when the Kiosk was emptied, amongst other things. After you have emptied the Kiosk, press the 'Empty' button to set the totals back to zero again.

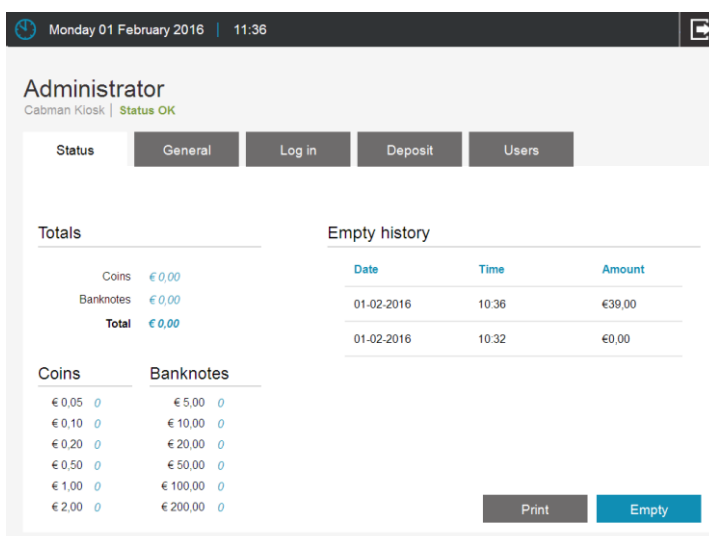



Image 16 Administrator - Status

4.3. General

If you press the 'General' tab the screen below will appear. In order to edit a setting, press the 'edit' button next to the setting you wish to change. In order to turn an option 'on' or 'off', press the  button next to the setting you wish to change.

You are allowed the edit the following options:

- **Name of transporter**
Value: Text
- **Notification to central software if this amount has been reached in the cash box**
Value: Amount
- **Notification to central software if this amount has been reached in the coin tray**
Value: Amount
- **Block**
Value: On / Off
- **Language**
Value: Dutch, English or German

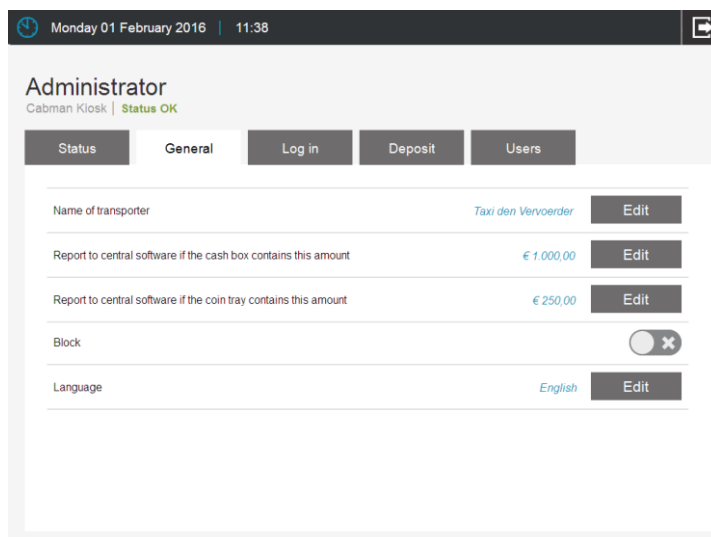


Image 17 Administrator - General

4.4. Log in

After you press the 'Log in' tab the following screen will appear.

You are allowed the edit the following options:

- **Automatically log off after**
Value: Time
- **Allow messages**
Value: On / Off

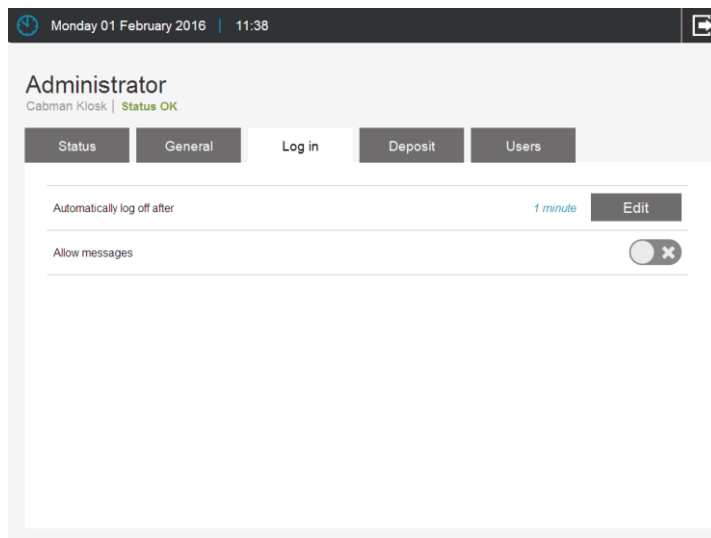


Image 18 Administrator - Log in

4.5. Deposit

If you press the 'Deposit' tab the screen below will appear.

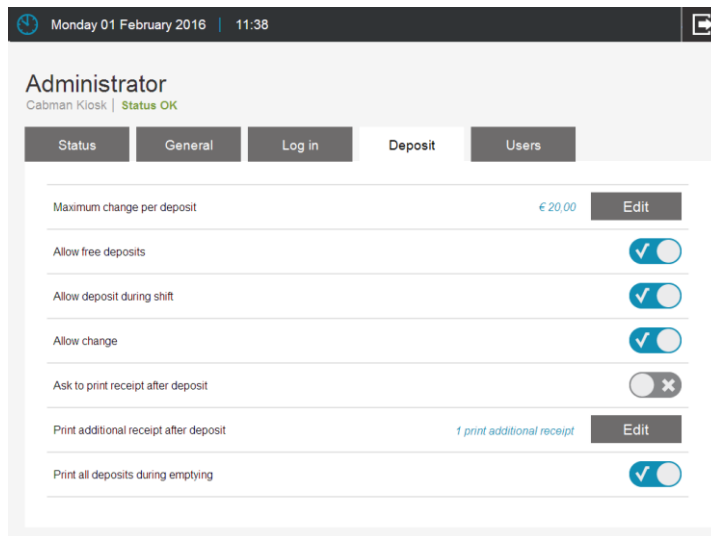


Image 19 Administrator - Deposit

- **Maximal change per deposit**
Value: Amount
- **Allow free deposit**
Value: On / Off
- **Allow deposit by shift**
Value: On / Off
- **Allow change**
Value: On / Off
- **Ask for receipt after deposit**
Value: On / Off
- **Print additional receipt after deposit**
Value: On / Off
- **Print all deposits upon emptying**
Value: On/ Off

4.6. Users

If you press the 'Users' tab the screen below will appear (image 20).

To add a user, press the button marked 'New'. A new screen will appear (image 21) in which you can enter the role, code and name of the new user. Once you have finished your entry, press 'Save' and the user will be added to the list.

You can create administrators, managers and drivers in this screen.

It is only possible to add drivers in offline mode. If the Kiosk is connected to your headquarters, you can create and edit drivers in the central software.

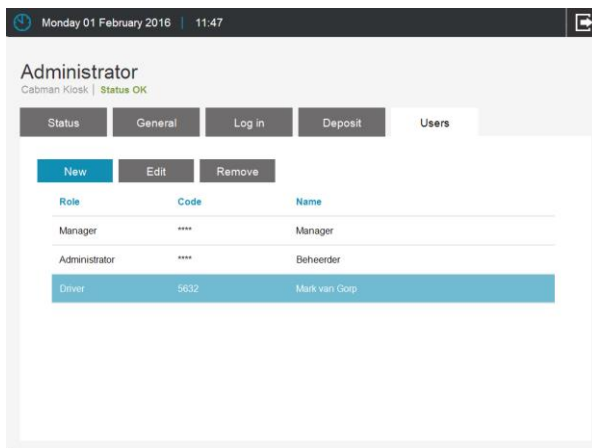


Image 20 Status - Users

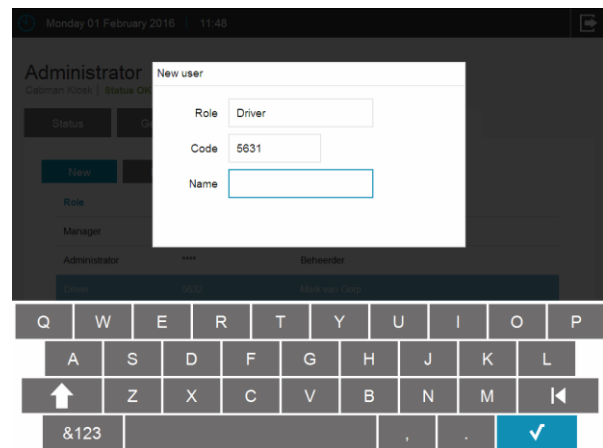


Image 21 Add users