

MY FORD TRUCKS MOBILE APPLICATION AND CONNECTRUCK GLOBAL WEB PORTAL USER GUIDE



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MY FORD TRUCKS MOBILE APPLICATION

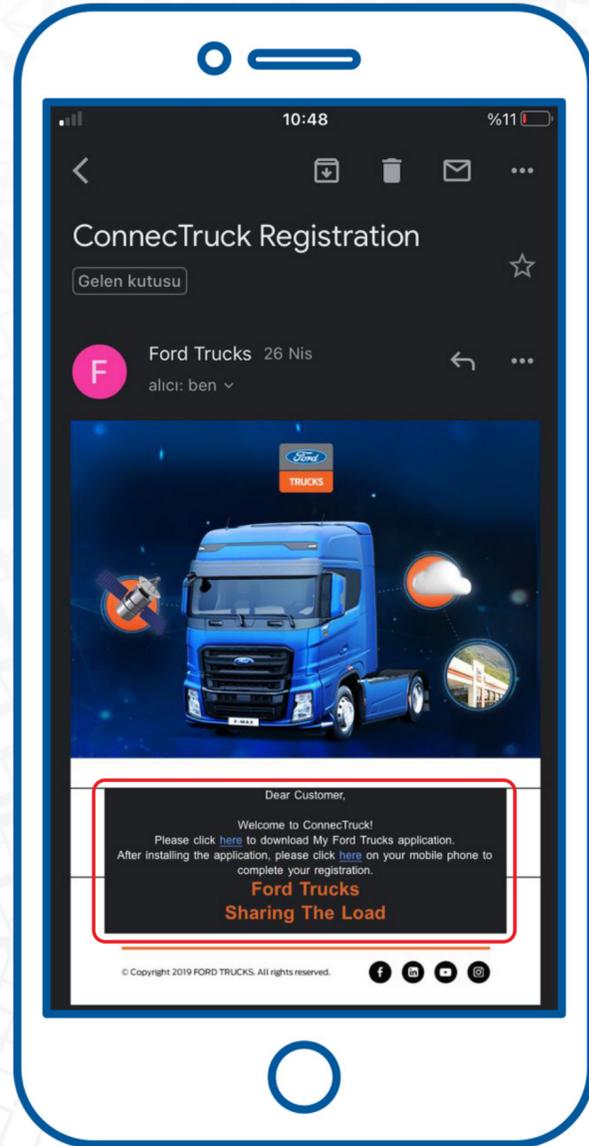


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HOW DO I SIGN UP FOR THE MY FORD TRUCKS APP?



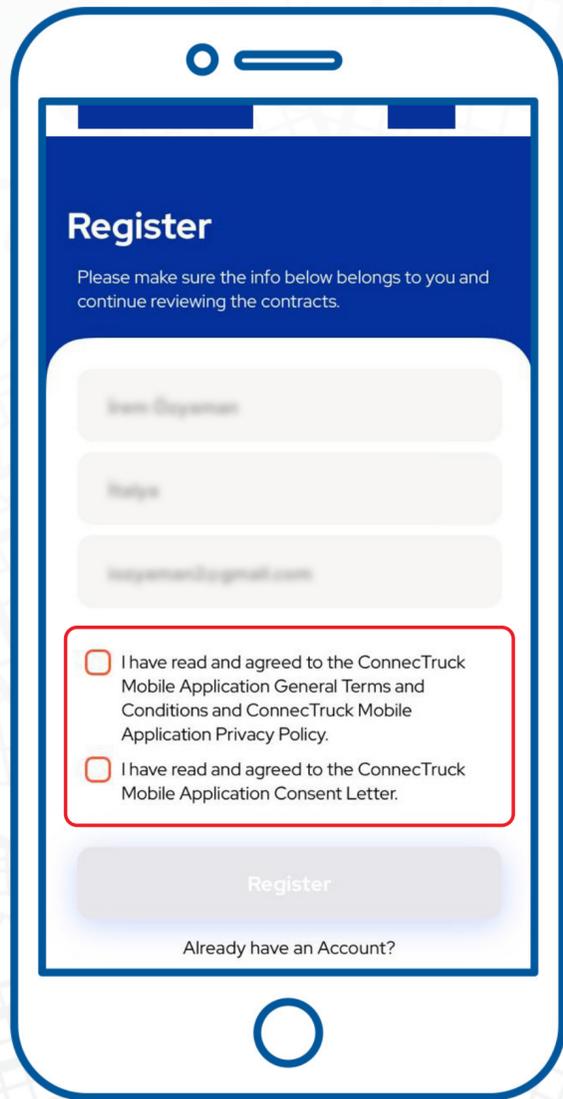
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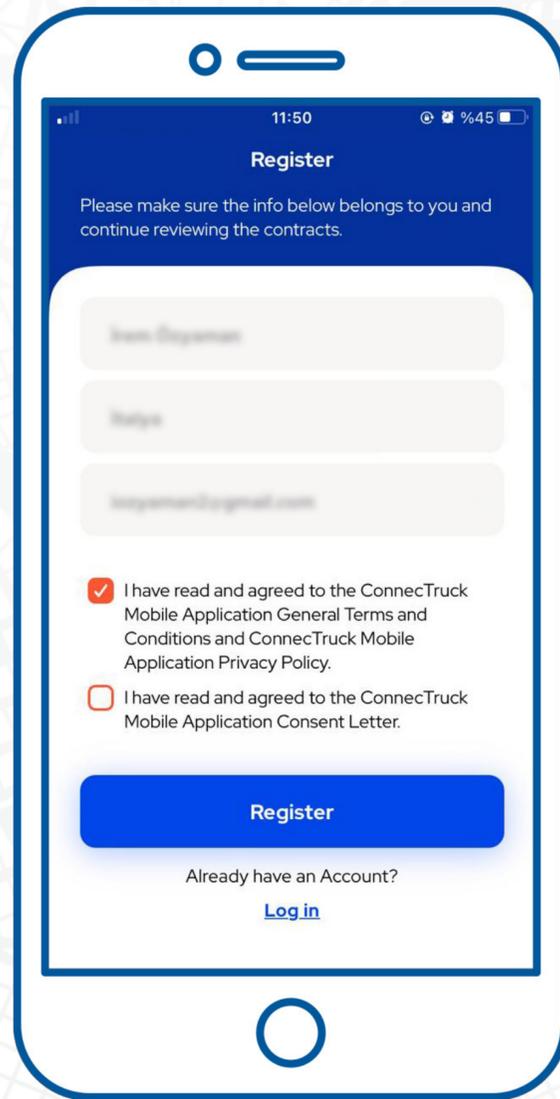
After signing your ConnectTruck contract at your dealer, you will receive an e-mail with **two different links**. You can download the My Ford Trucks application through your mobile device from the **first link**. After downloading the My Ford Trucks application, you can register by clicking the **second link**.



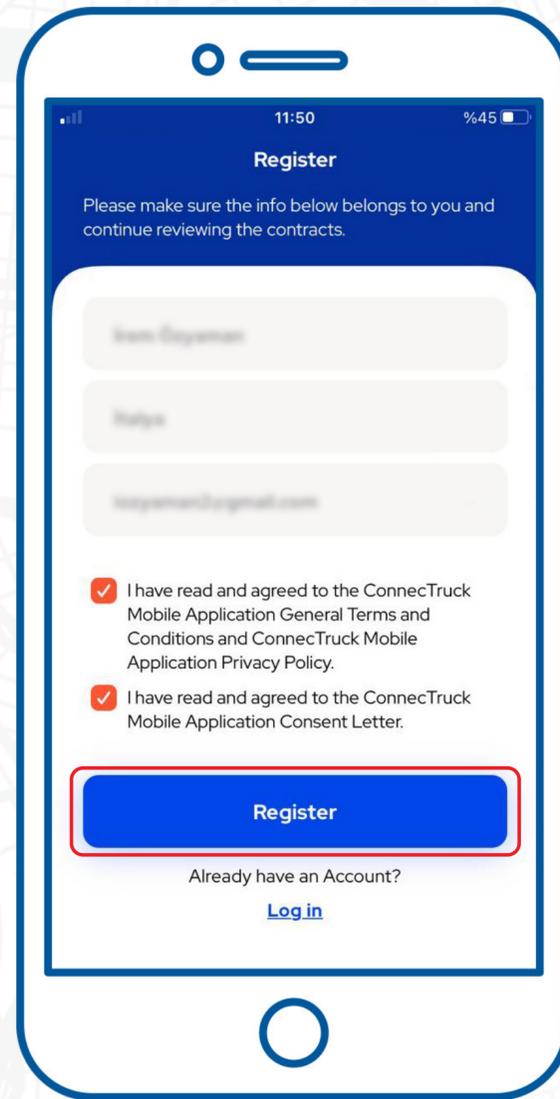
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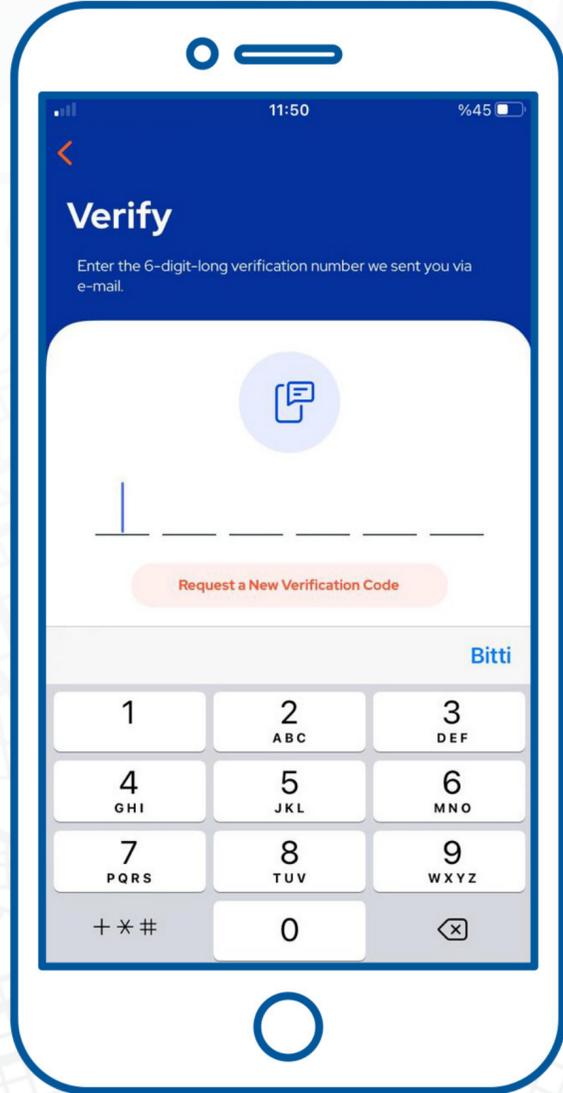


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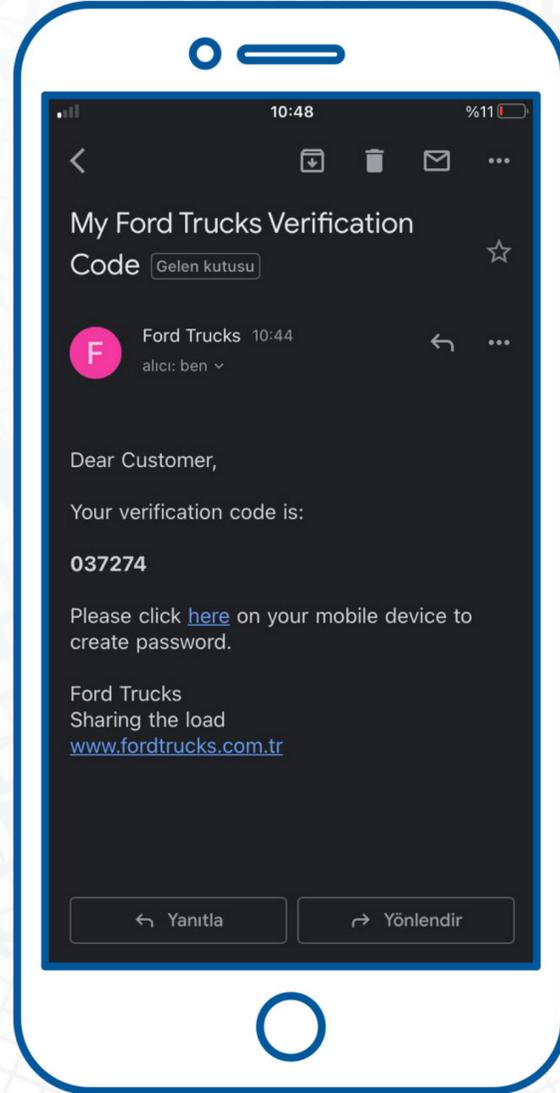
After reading and accepting the ConnecTruck contracts, press the register button.



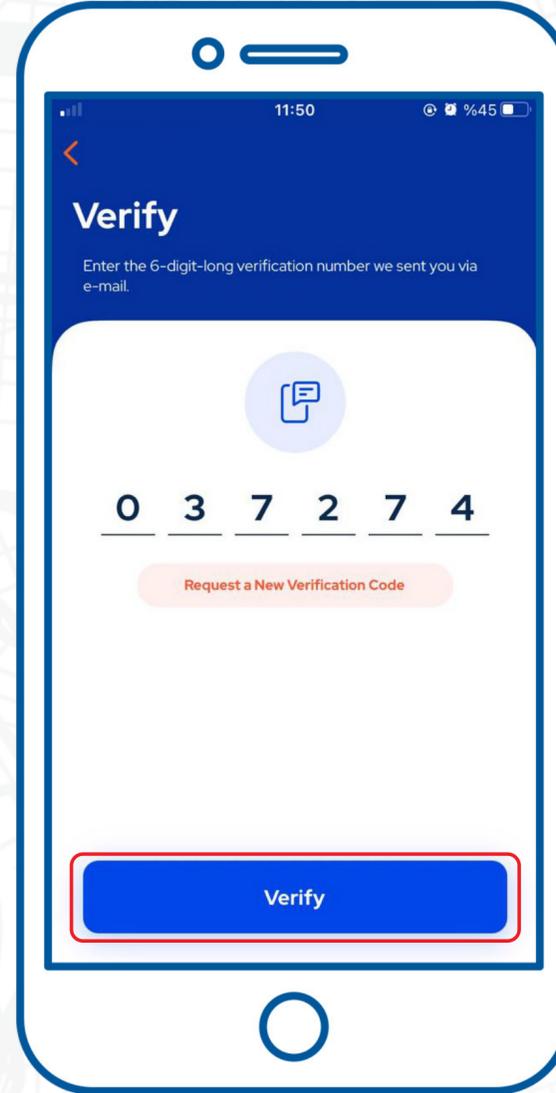
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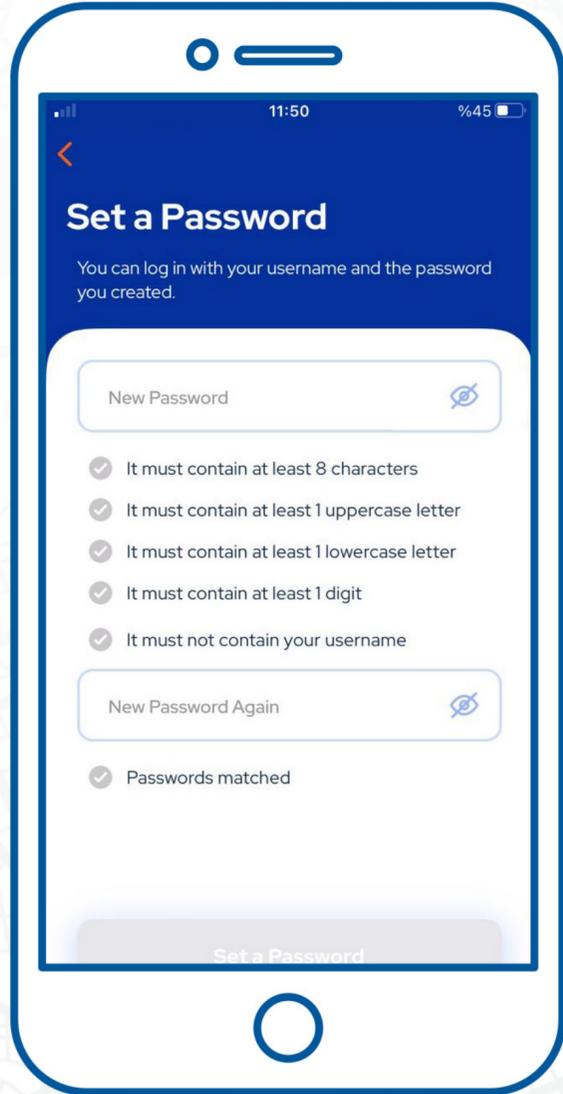


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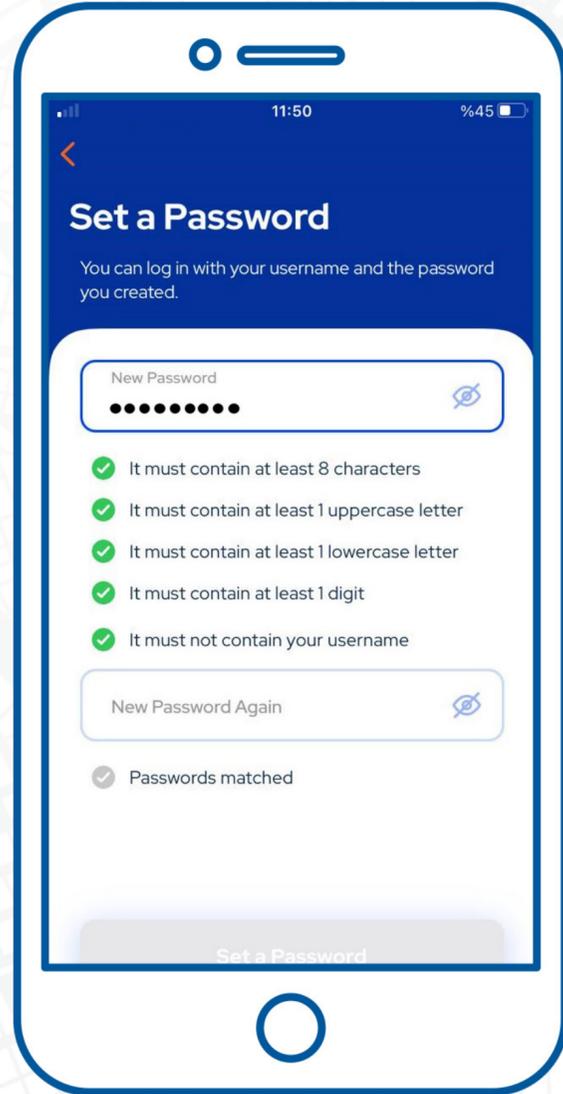
After consenting to the agreements, enter the six-digit verification code in the e-mail that will be sent to you.



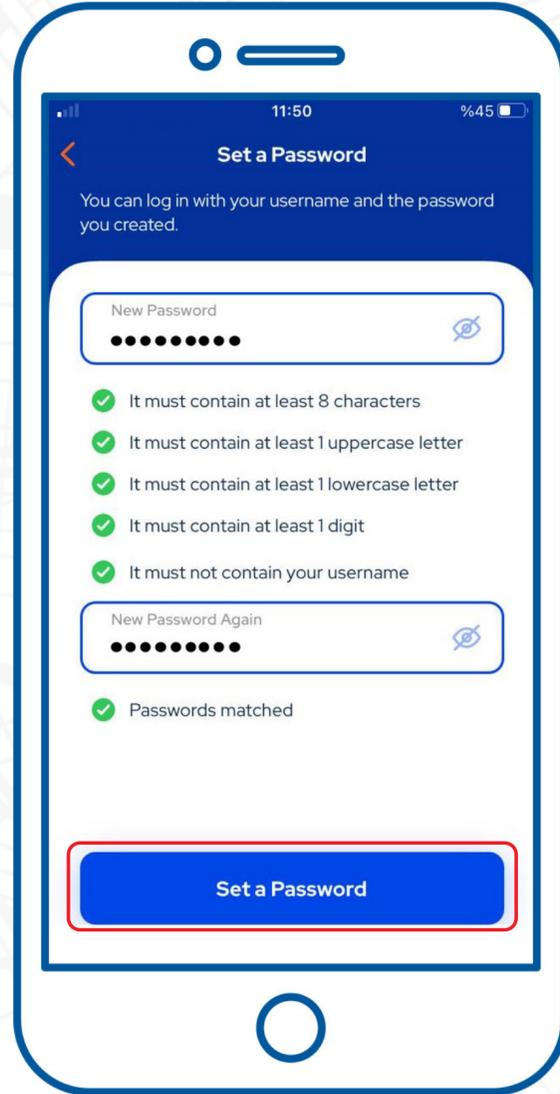
Sharing the load



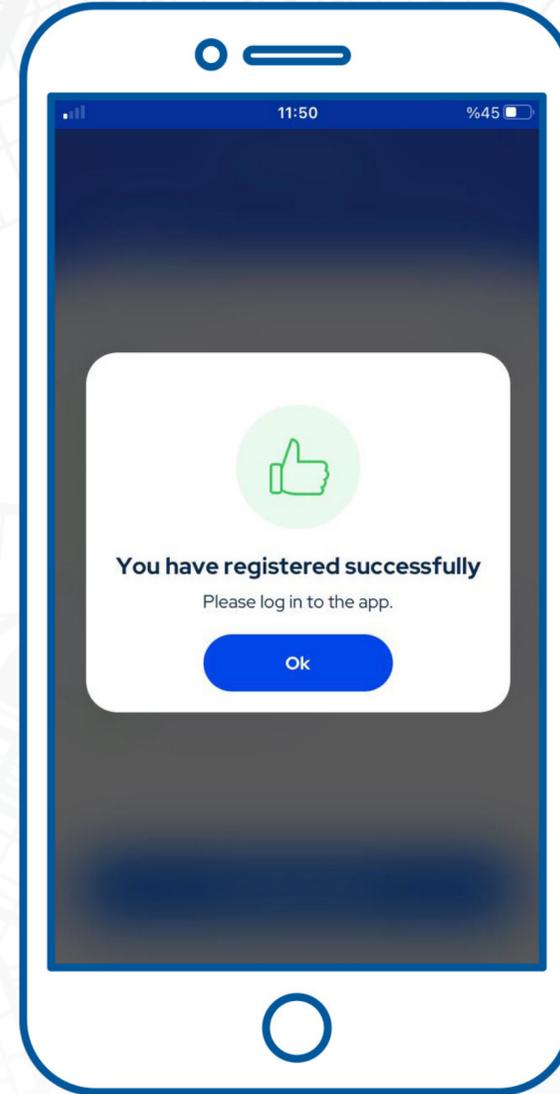
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After you create your password which meets password policy criteria, you can log in to the My Ford Trucks application.

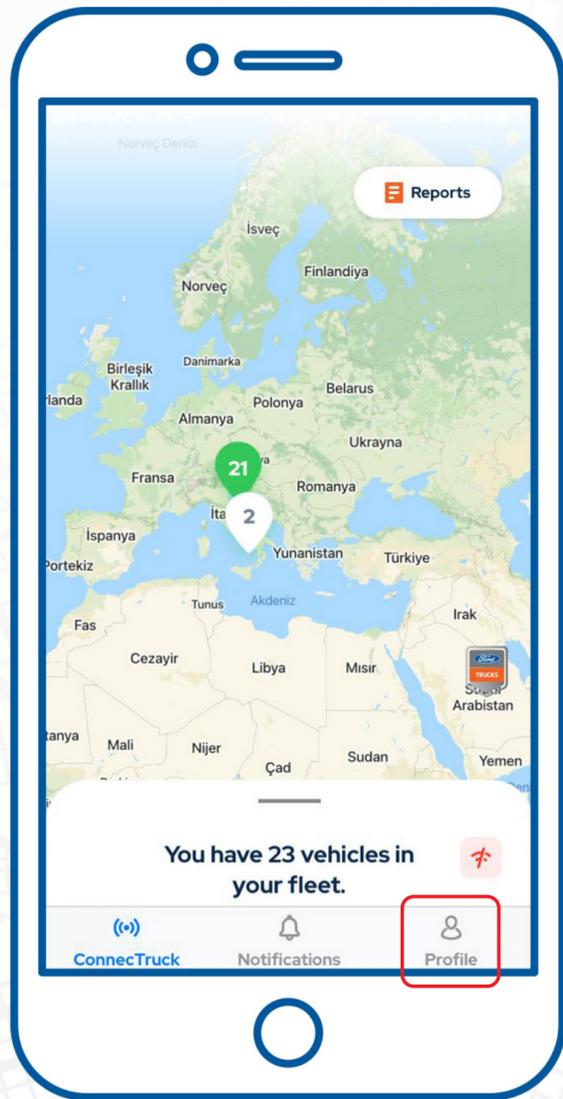


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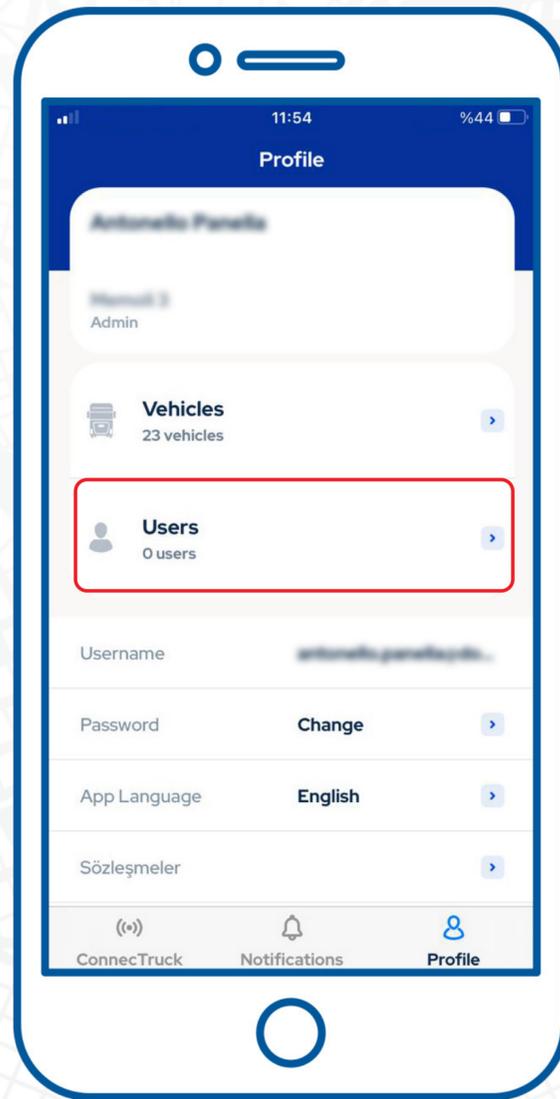
HOW DO I ADD A NEW USER ON THE MY FORD TRUCKS MOBILE APP?



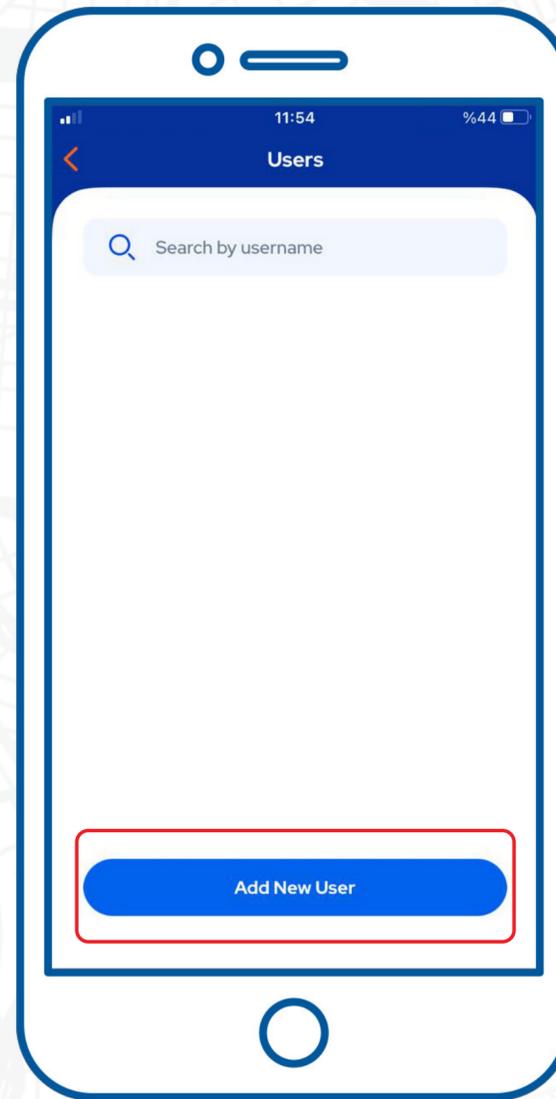
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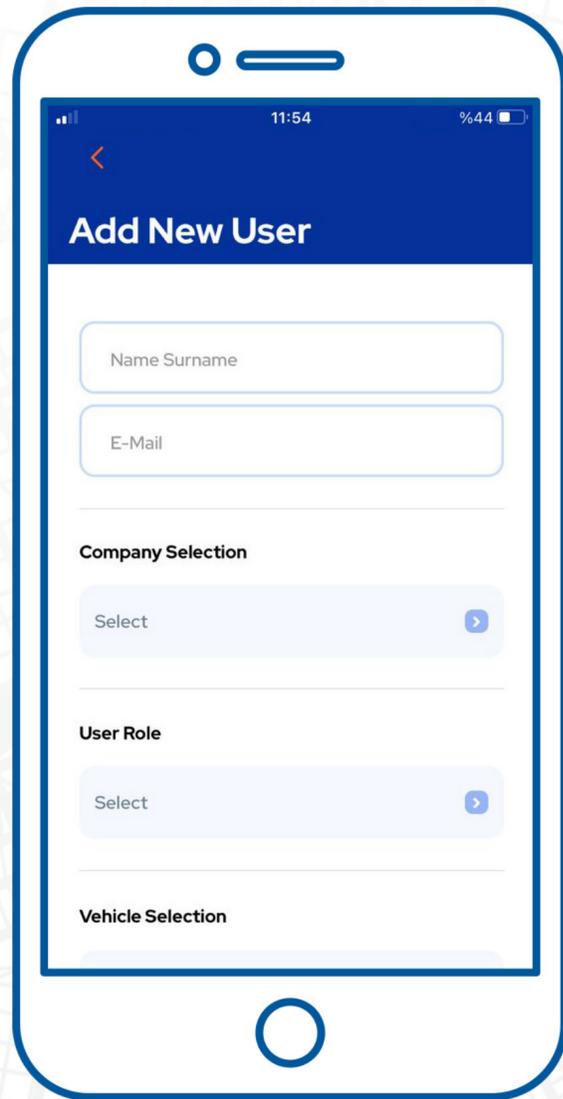


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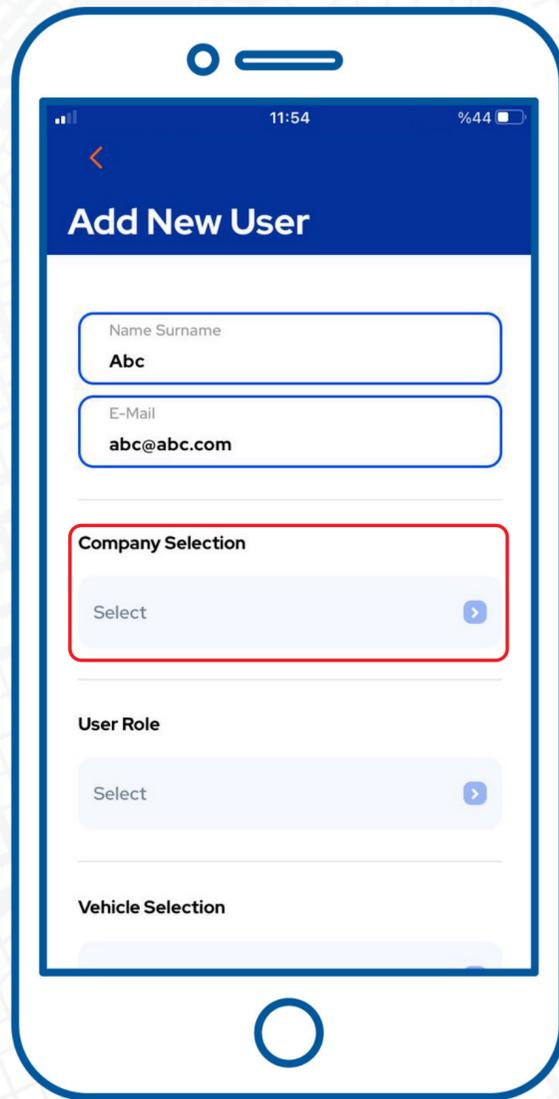
After opening the My Ford Trucks application, click on the “**Profile**” tab. Click the “**Users**” button to view your registered users and add new users. Then click the “**Add New User**” button.



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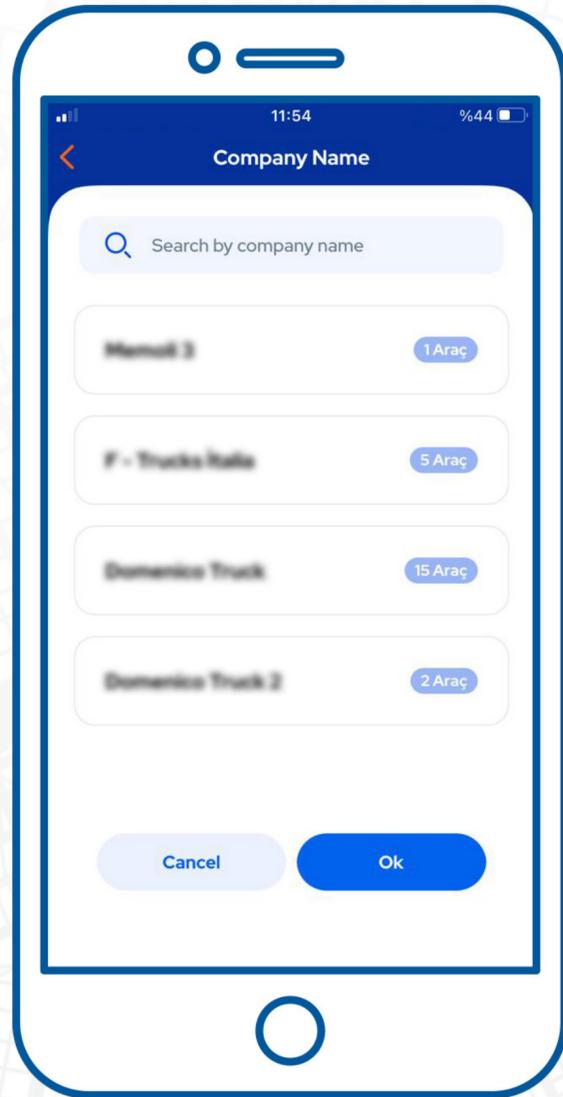


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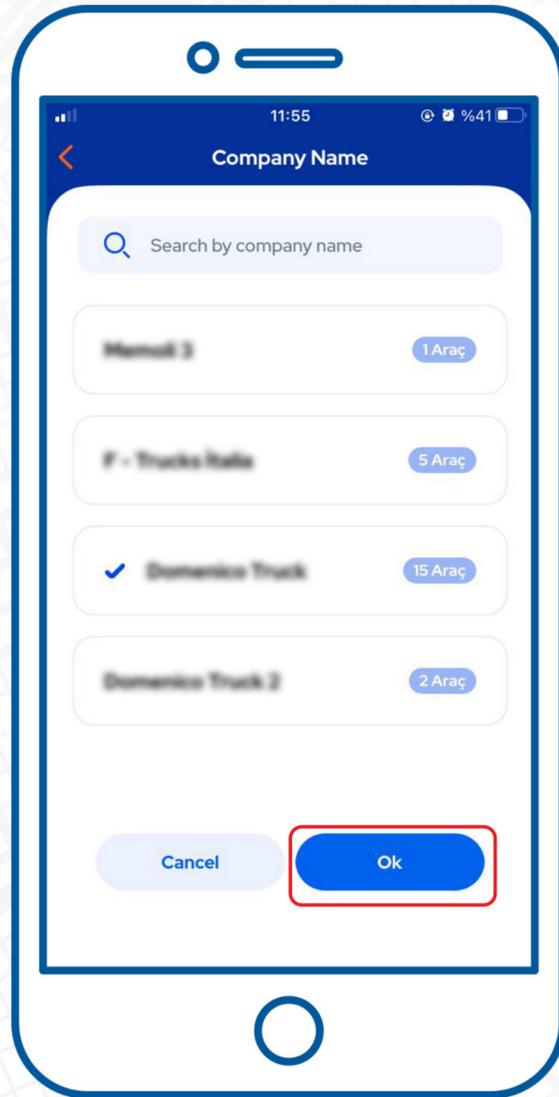
Fill in the name, surname and e-mail information of the user you want to add. Then proceed to the **“Company Selection”** screen.



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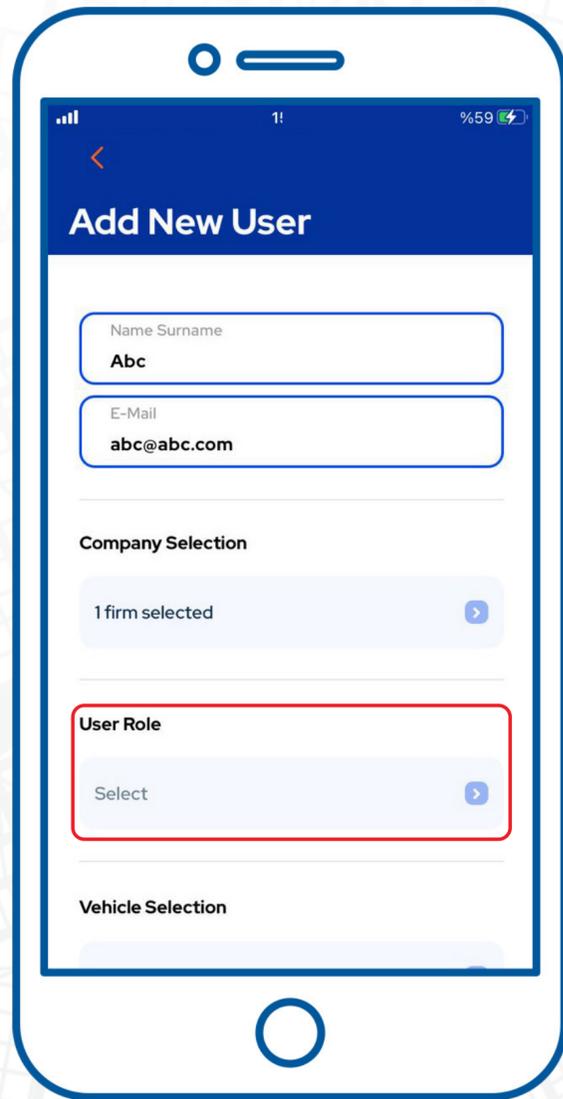


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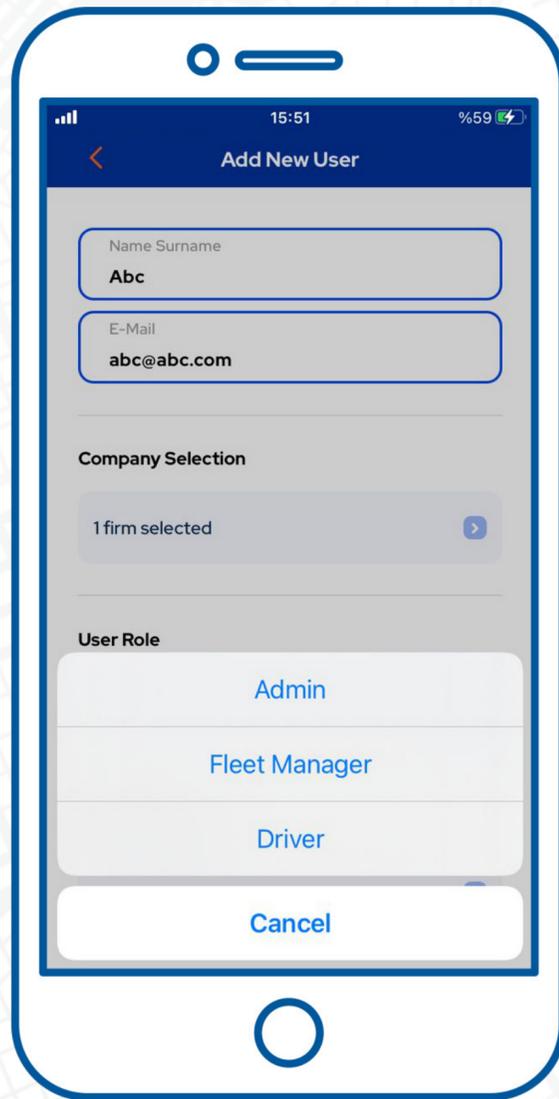
Select the company you want to add a new user to and press the **“OK”** button and return to the user-add screen.



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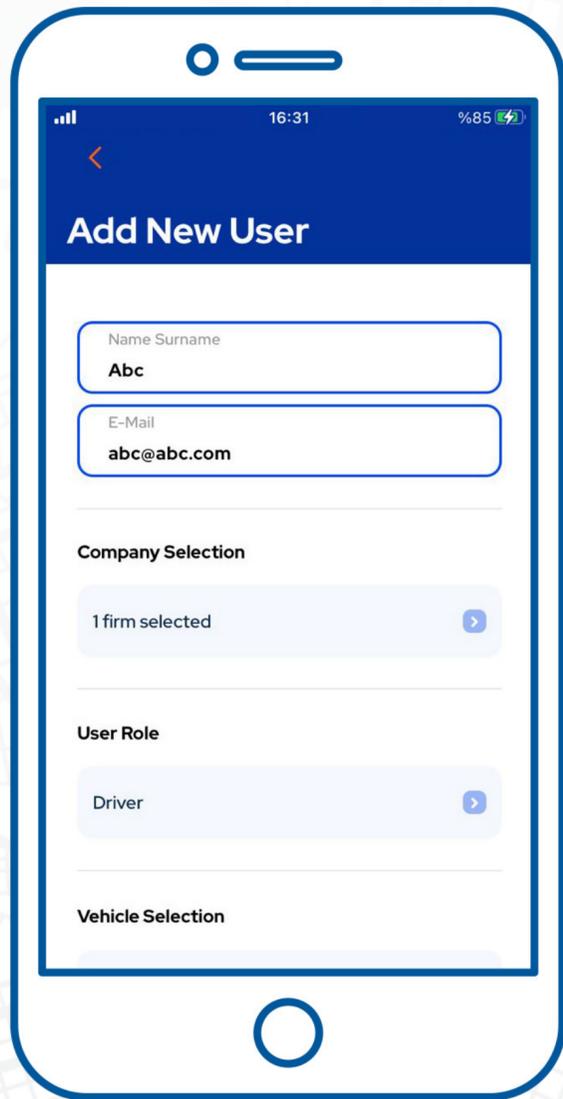


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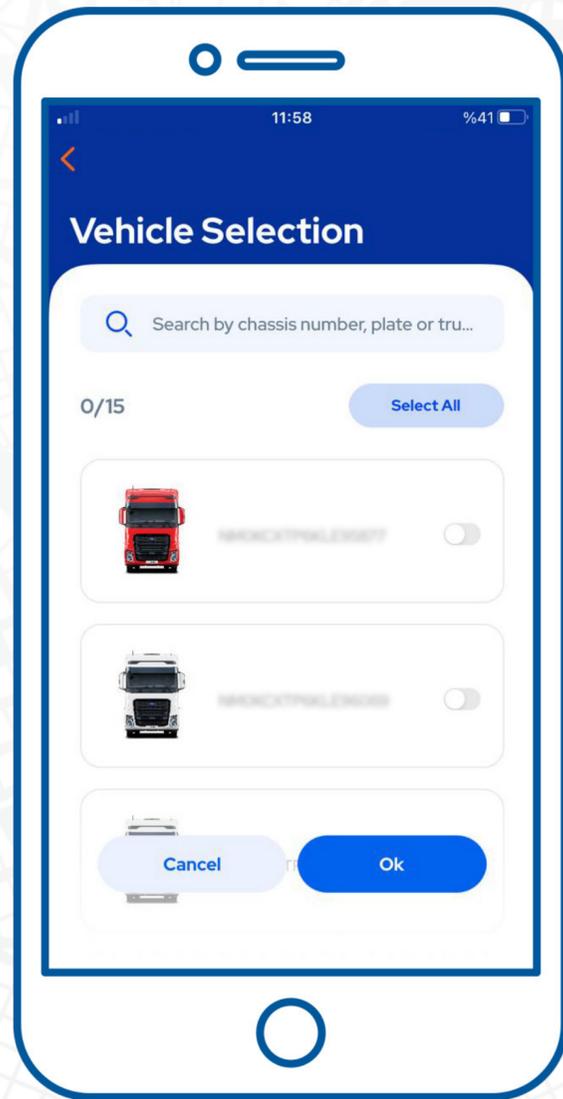
To specify the role of the user you want to add, click the **“User Role”** button and make your selection.



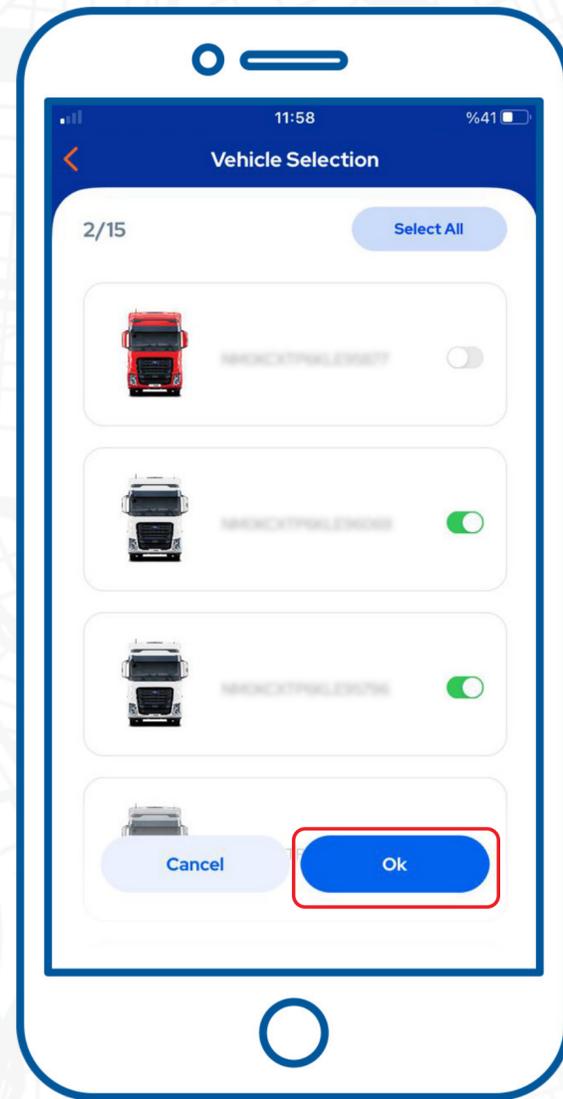
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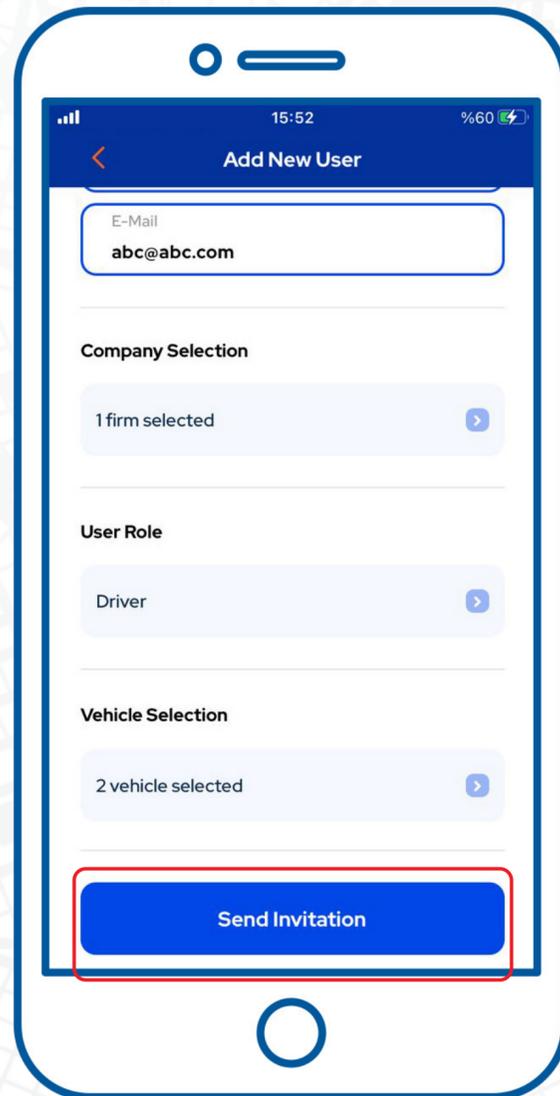


3

After selecting the user role, select the vehicles you want to authorize the user to use from the **“Vehicle Selection”** screen.



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After completing all selections, click the **“Send Invitation”** button and complete the add user process.

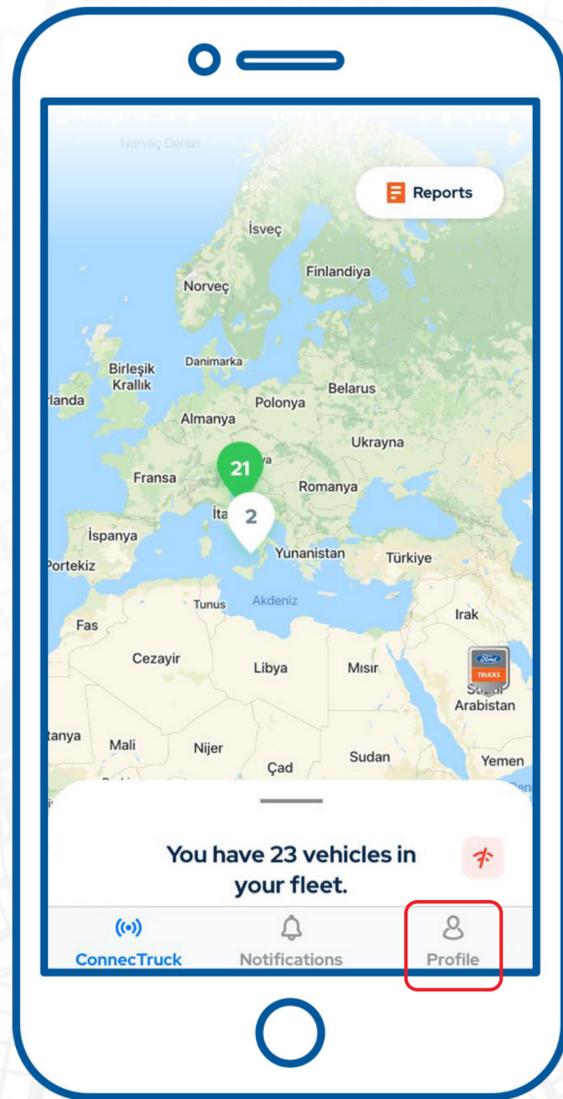


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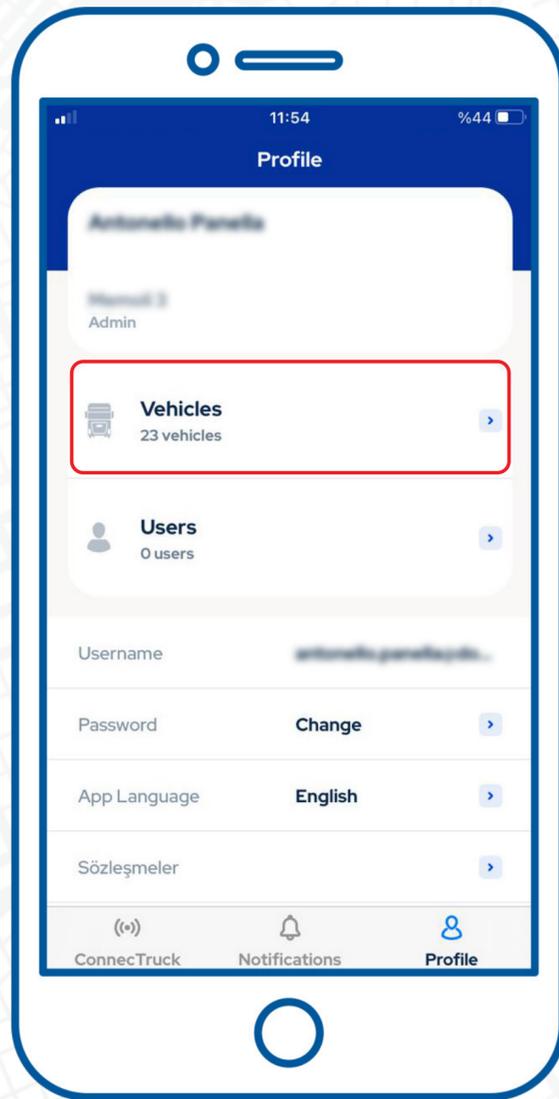
HOW DO I SET VEHICLE NAMES ON THE MY FORD TRUCKS MOBILE APP?



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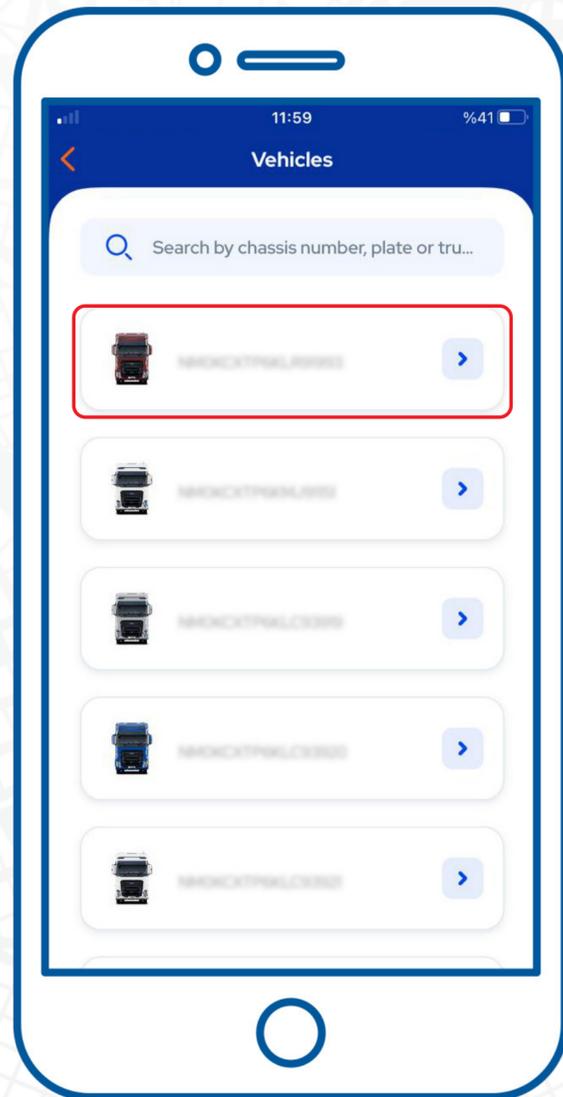


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After opening the My Ford Trucks application, click on the “**Profile**” tab. Click the “**Vehicles**” button to view your vehicle list and edit their names.



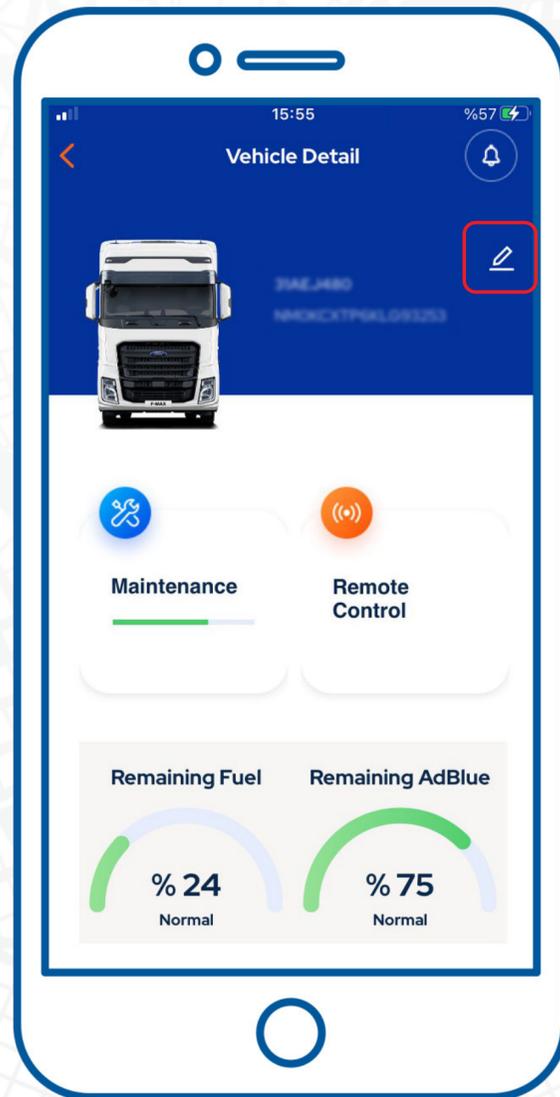
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Select the vehicle whose name you want to edit from the listed vehicles.



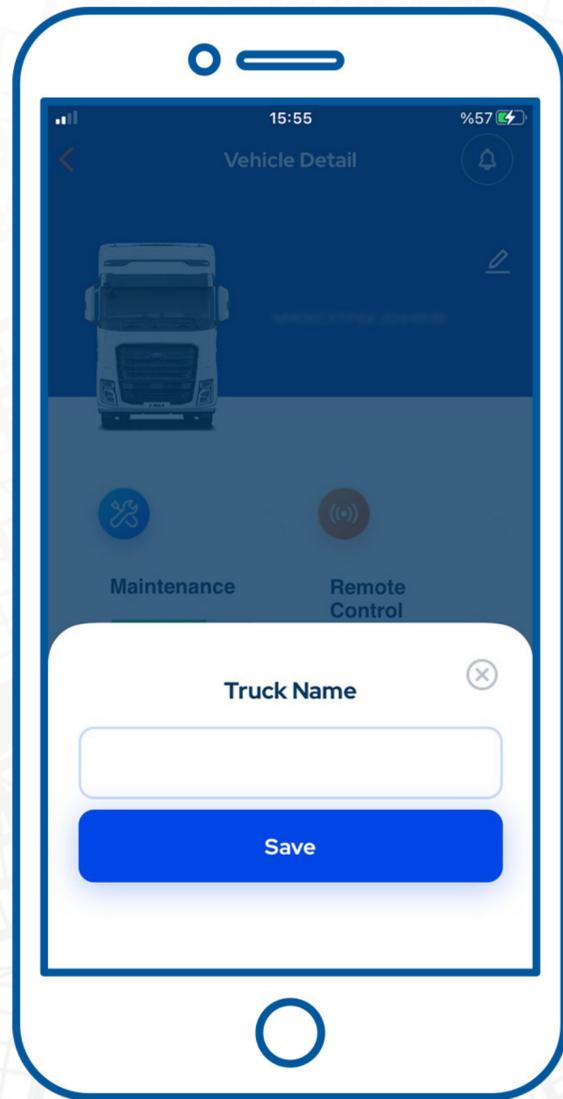
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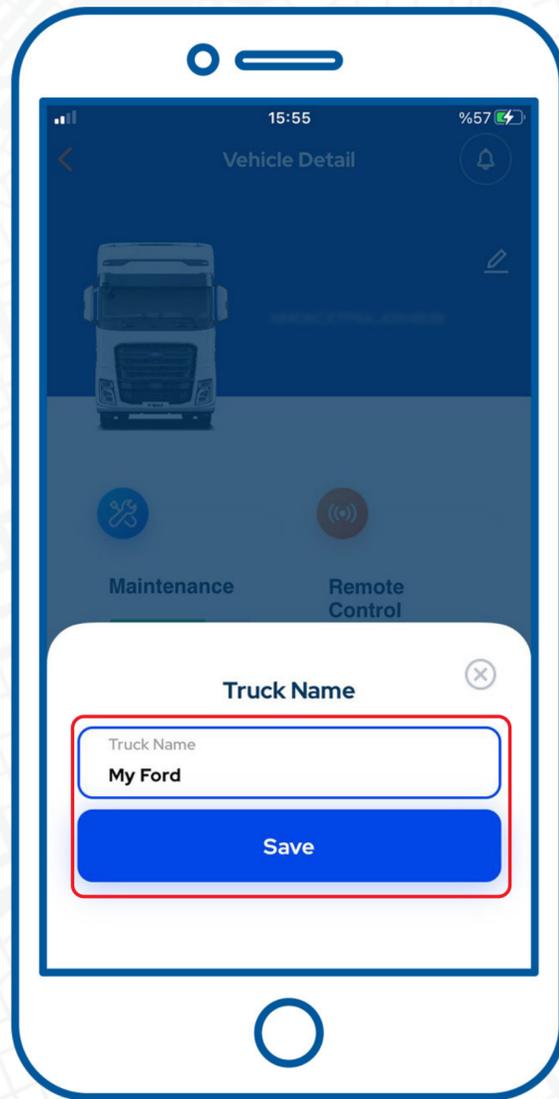
On the “**Vehicle Detail**” screen click the pencil button in the upper right corner.



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Enter the new vehicle name in the window that opens and click the “Save” button.



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CONNECTRUCK GLOBAL WEB PORTAL

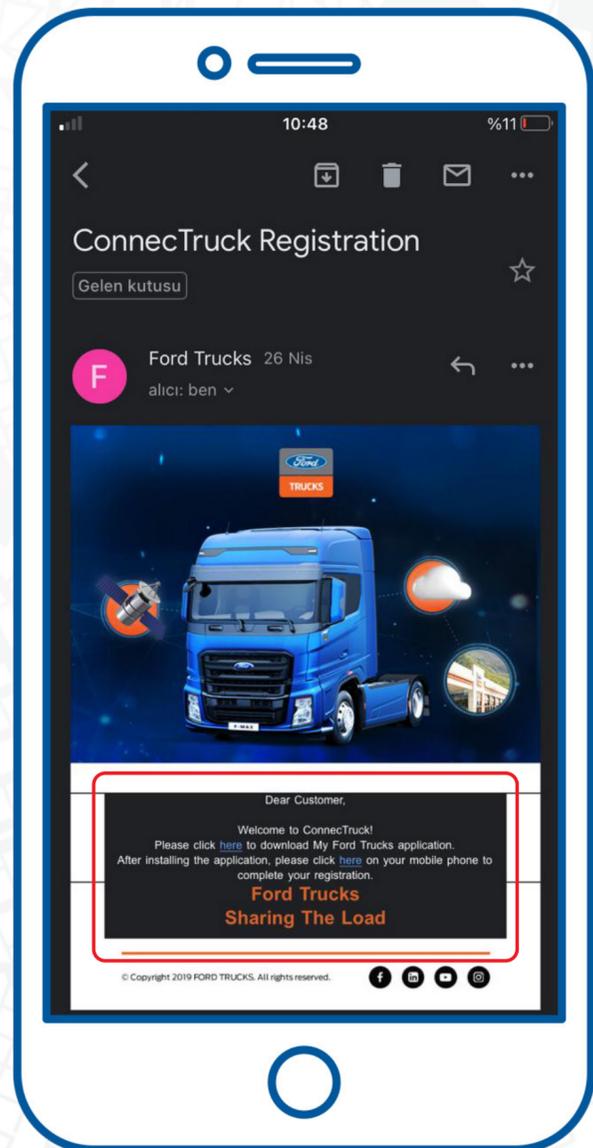


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HOW DO I REGISTER ON THE CONNECTRUCK GLOBAL WEB PORTAL?



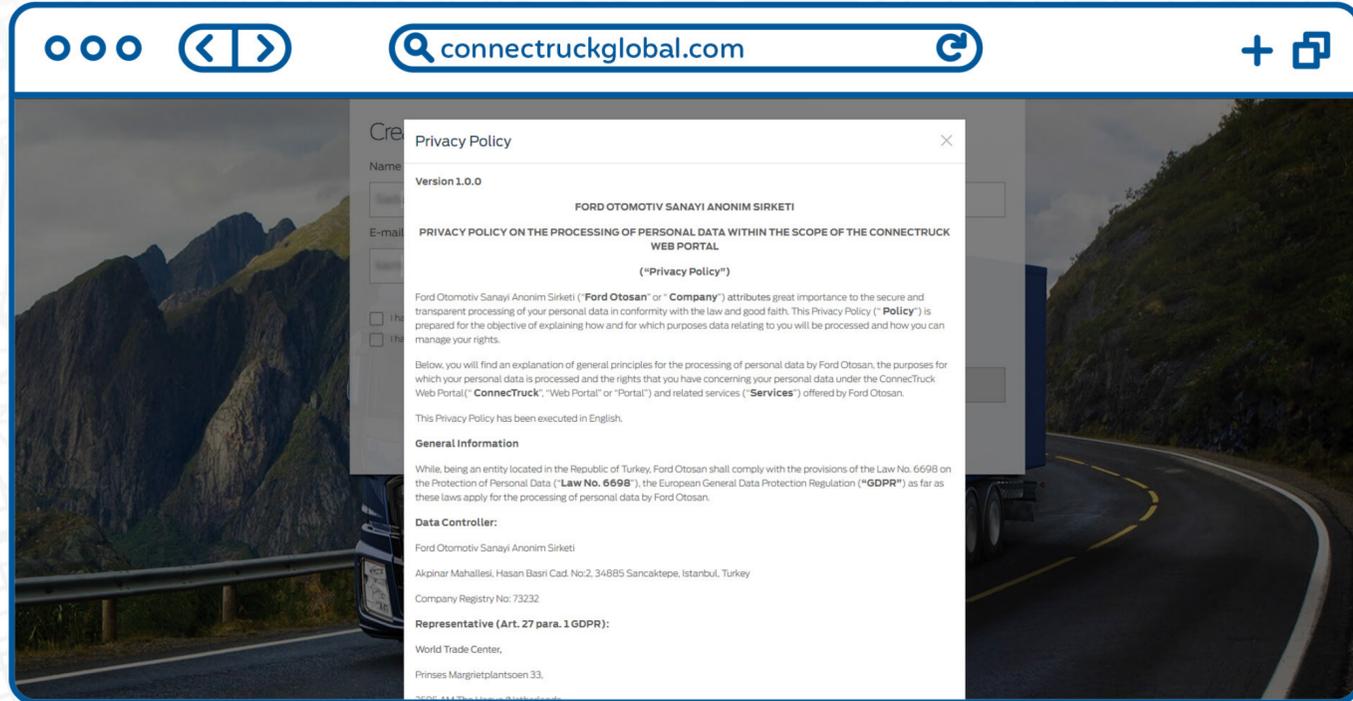
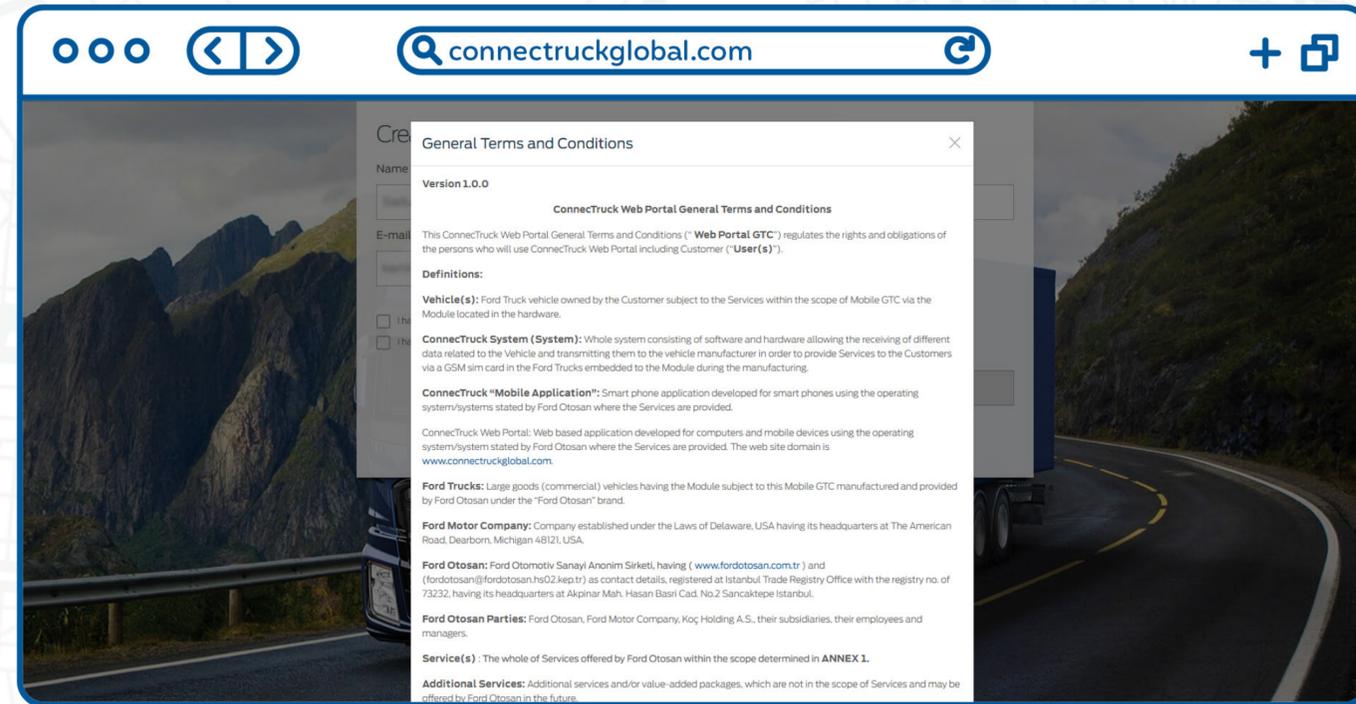
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After signing your ConnecTruck contract at your dealer, you will receive an e-mail with **two different links**. You can download the My Ford Trucks application through your mobile device from the **first link**. After downloading the My Ford Trucks application, you can register by clicking the **second link** in your web browser.



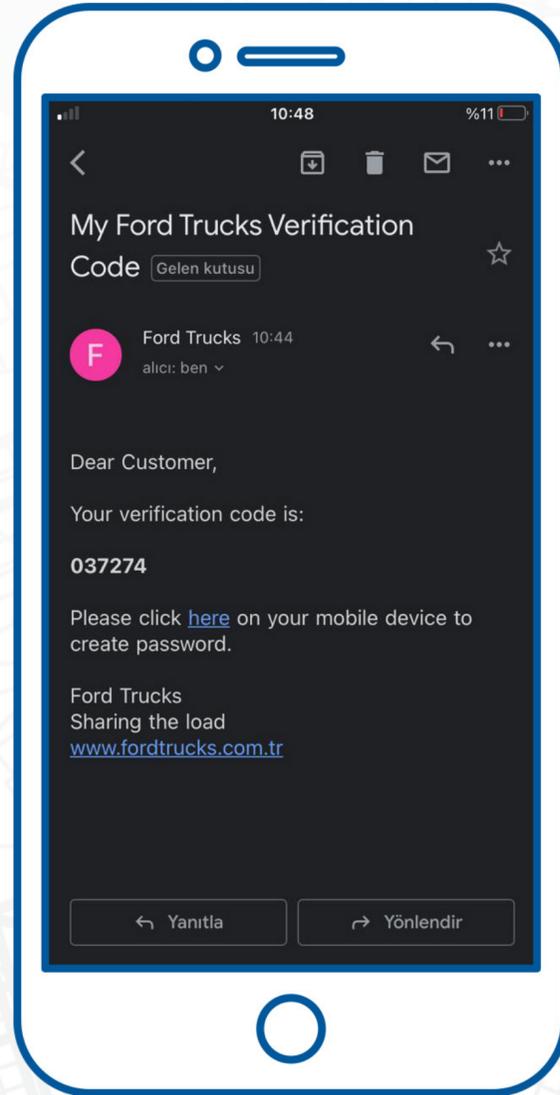
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After reading and accepting the ConnectTruck Web Portal Contracts, click the register button.



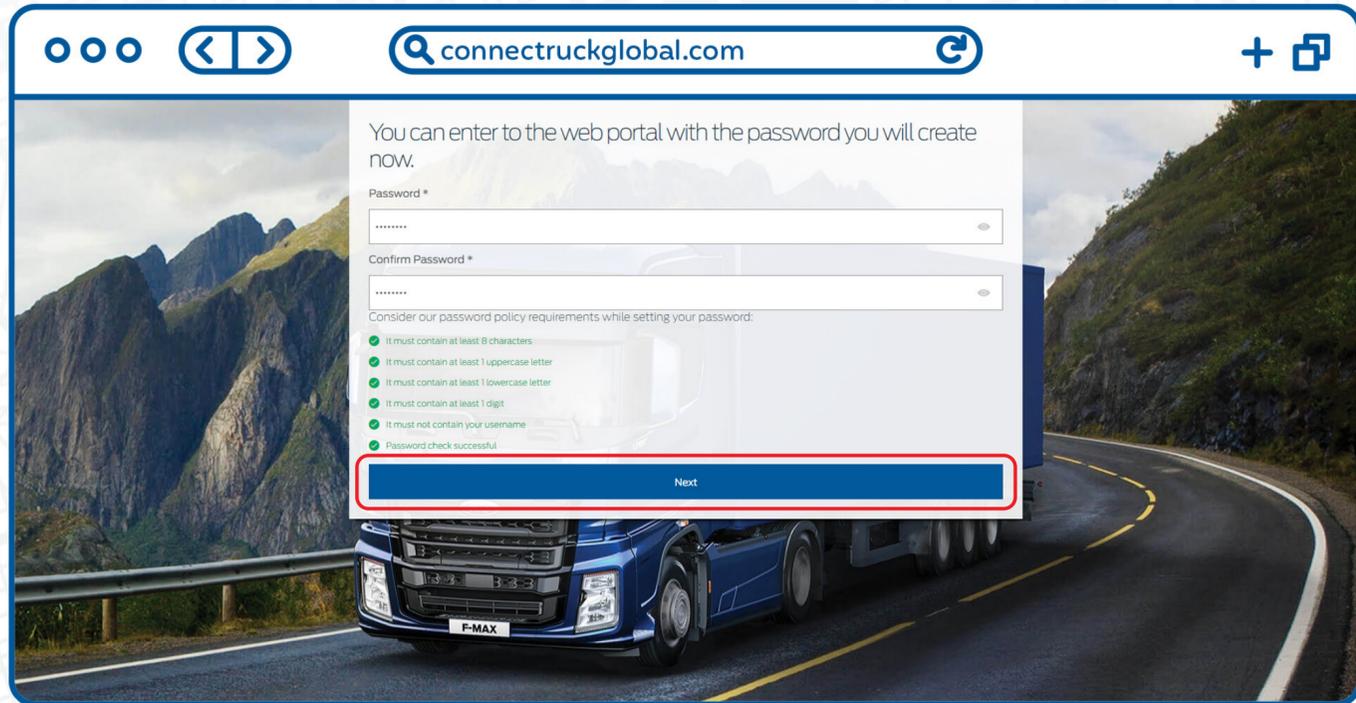
Sharing the load



Enter the six-digit verification code sent via e-mail and click the send button.



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After you create your password which meets password policy criteria, you can log in to the **ConnecTruck Web Portal**.

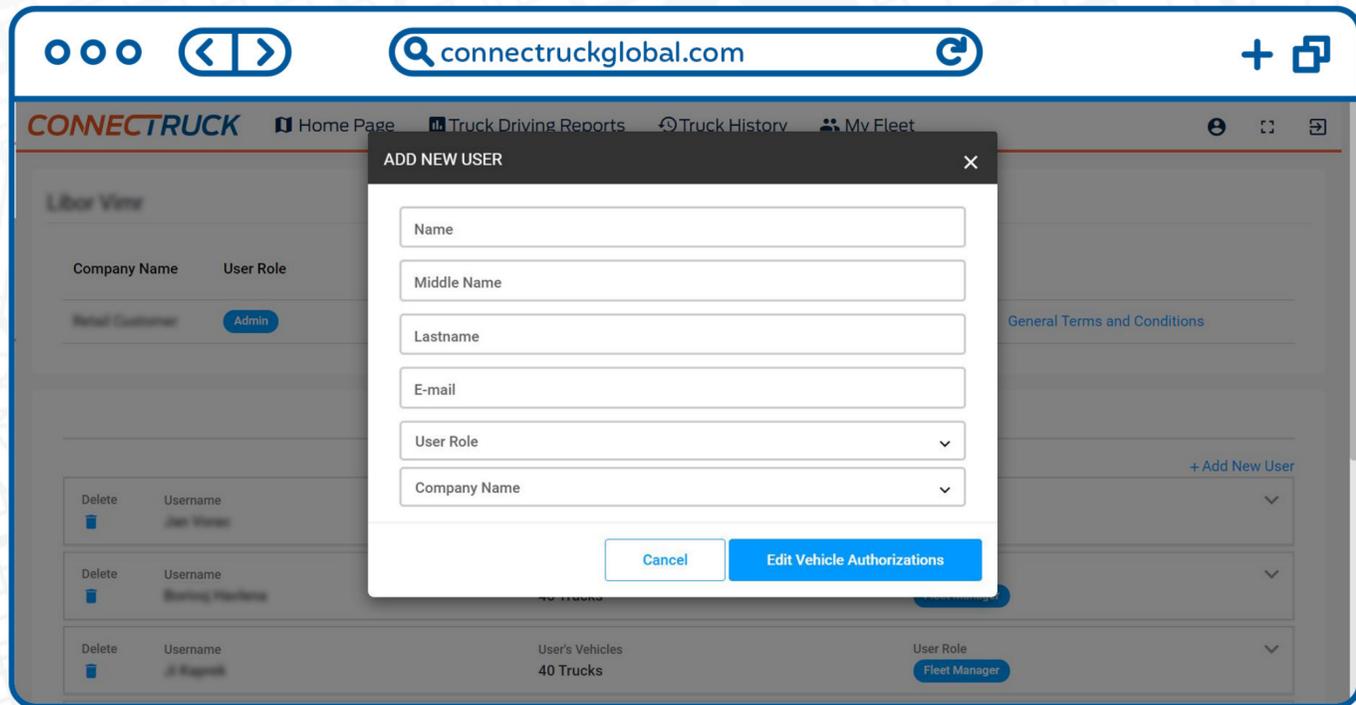
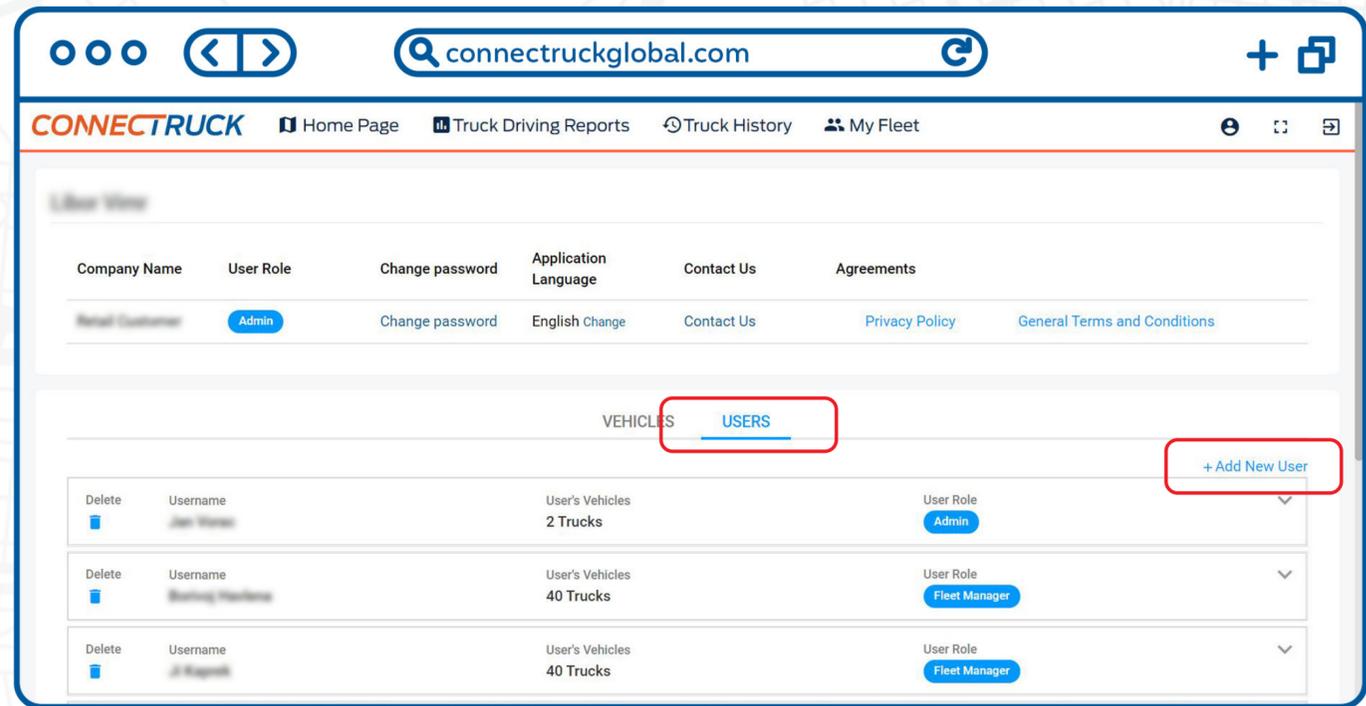
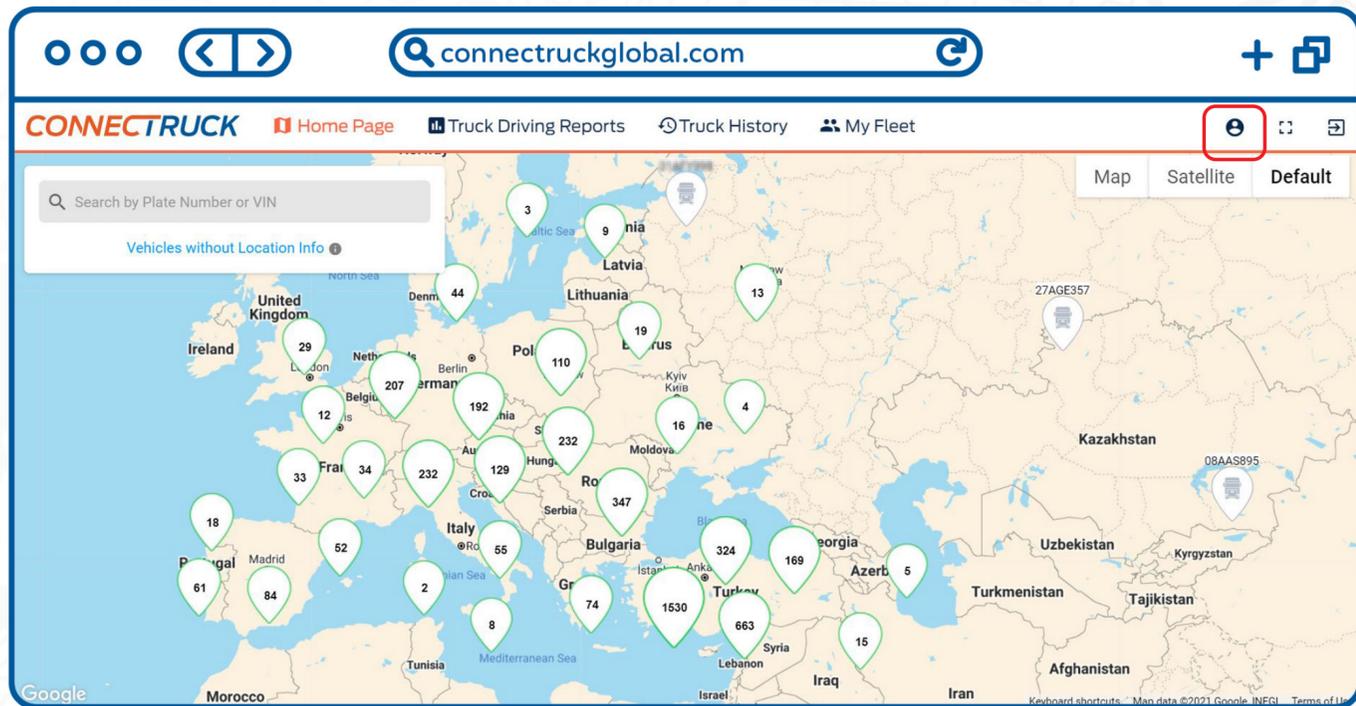


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HOW DO I ADD A NEW USER ON THE CONNECTRUCK GLOBAL WEB PORTAL?



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After opening the **ConnectTruck Global** portal, click on the **“Profile”** tab. Click the **“Users”** button to view your registered users and add new users. Then click the **“Add New User”** button.



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CONNECTRUCK Home Page Truck Driving Reports Truck History My Fleet

ADD NEW USER

Name
Abc

Middle Name
Abc

Lastname
Abc

E-mail
abc@abc.com

User Role

Company Name

Cancel Edit Vehicle Authorizations

Libor View

Company Name	User Role
Retail Customer	Admin

General Terms and Conditions

+ Add New User

Delete	Username	User's Vehicles	User Role
Delete	Jan Vans		
Delete	Wim Vans		
Delete	J. Vans	40 Trucks	Fleet Manager

Fill in the name, surname and e-mail information of the user you want to add.



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CONNECTRUCK Home Page Truck Driving Reports Truck History My Fleet

ADD NEW USER

Name: Abc
Middle Name: Abc
Lastname: Abc
E-mail: abc@abc.com
User Role: [Dropdown menu]

Admin
Fleet Manager
Driver

Cancel Edit Vehicle Authorizations

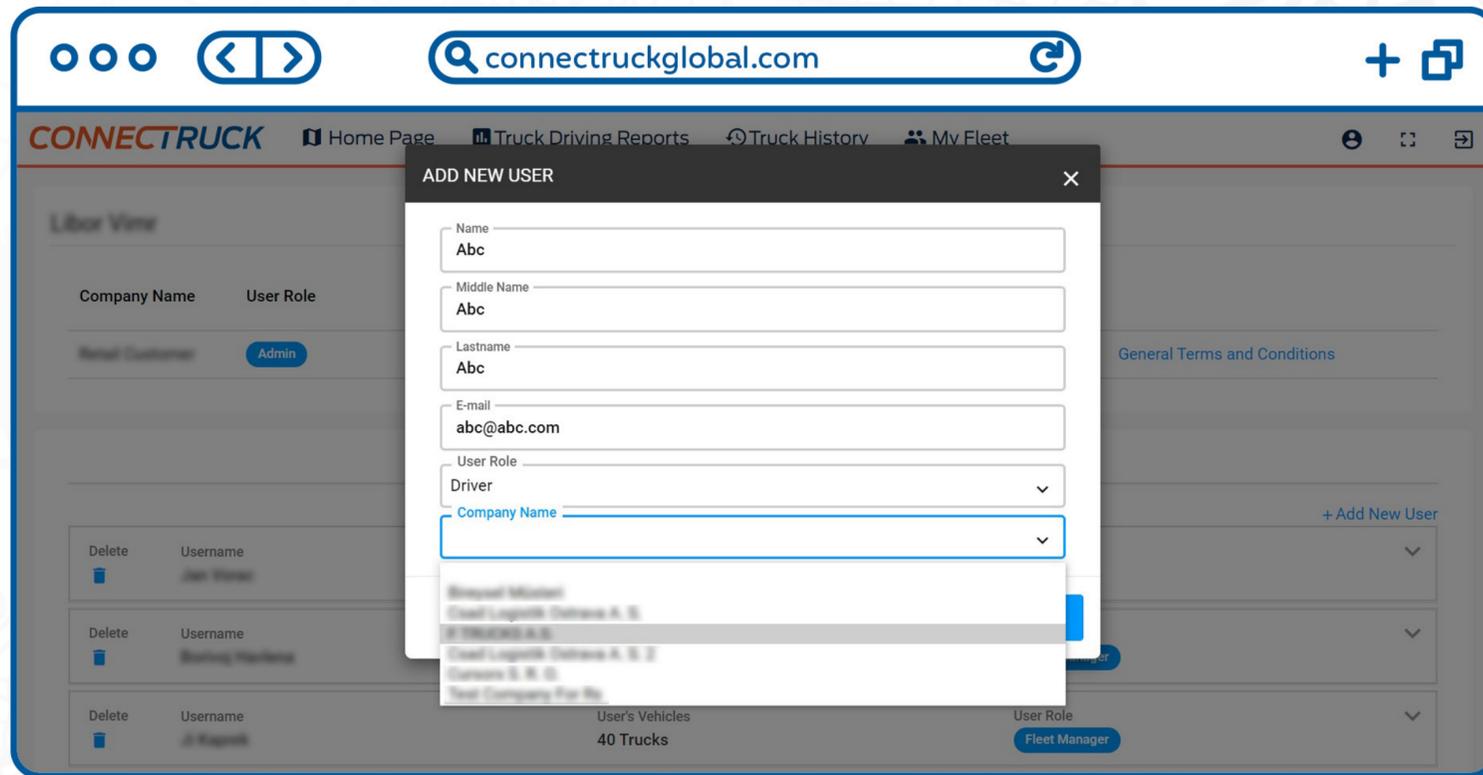
Company Name	User Role
Real Customer	Admin

Delete	Username	User's Vehicles	User Role
Delete	John Doe	40 Trucks	Fleet Manager
Delete	John Doe		
Delete	John Doe		

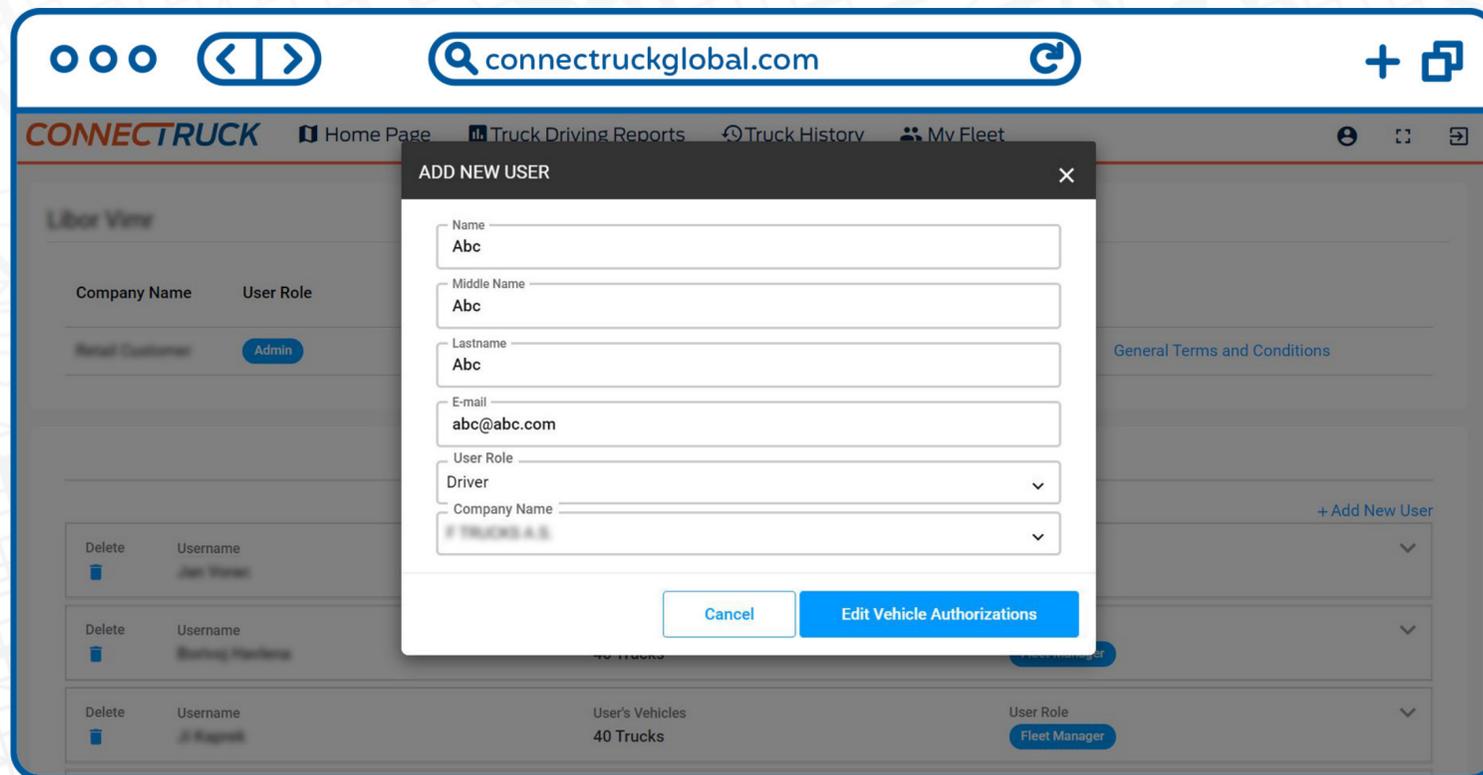
To specify the role of a user click the “User Role” menu and make your selection.



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Select the company you want to add a new user to from the **“Company Selection”** menu and click the **“Edit Vehicle Authorizations”** button.



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CONNECTRUCK Home Page Truck Driving Reports Truck History My Fleet

EDIT VEHICLE AUTHORIZATIONS

Search

Edit	Vehicle Name	VIN
<input type="checkbox"/>	2016010_Howard	2016010A000000000000000000000000
<input type="checkbox"/>	2016010_Cash_Logan	2016010A000000000000000000000000
<input type="checkbox"/>	2016010_Jordan_Jerry	2016010A000000000000000000000000
<input type="checkbox"/>	2016010_Hydrolics_Jerry	2016010A000000000000000000000000
<input type="checkbox"/>	2016010_Jordan_Jerry	2016010A000000000000000000000000
<input type="checkbox"/>	2016010_Jerry	2016010A000000000000000000000000
<input type="checkbox"/>	2016010_Jerry_Kelly_Program	2016010A000000000000000000000000

+ Add New User

Select the vehicles you want to authorize the user to use from the vehicle authorization screen and click the “Save” button.

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CONNECTRUCK Home

EDIT VEHICLE AUTHORIZATIONS

<input type="checkbox"/>	2016010_Jordan_Jerry	2016010A000000000000000000000000
<input checked="" type="checkbox"/>	2016010_Hydrolics_Jerry	2016010A000000000000000000000000
<input checked="" type="checkbox"/>	2016010_Jordan_Jerry	2016010A000000000000000000000000
<input type="checkbox"/>	2016010_Jerry	2016010A000000000000000000000000
<input checked="" type="checkbox"/>	2016010_Jerry_Kelly_Program	2016010A000000000000000000000000
<input type="checkbox"/>	2016010_Jerry_Cash_Logan_Program	2016010A000000000000000000000000
<input checked="" type="checkbox"/>	2016010_Express_Cargo_Program	2016010A000000000000000000000000
<input type="checkbox"/>	2016010_Express_Cargo_Program	2016010A000000000000000000000000

Previous 1 2 3 4 Total Number of Vehicles: 41 Vehicles listed from 1 to 10 Next

Save

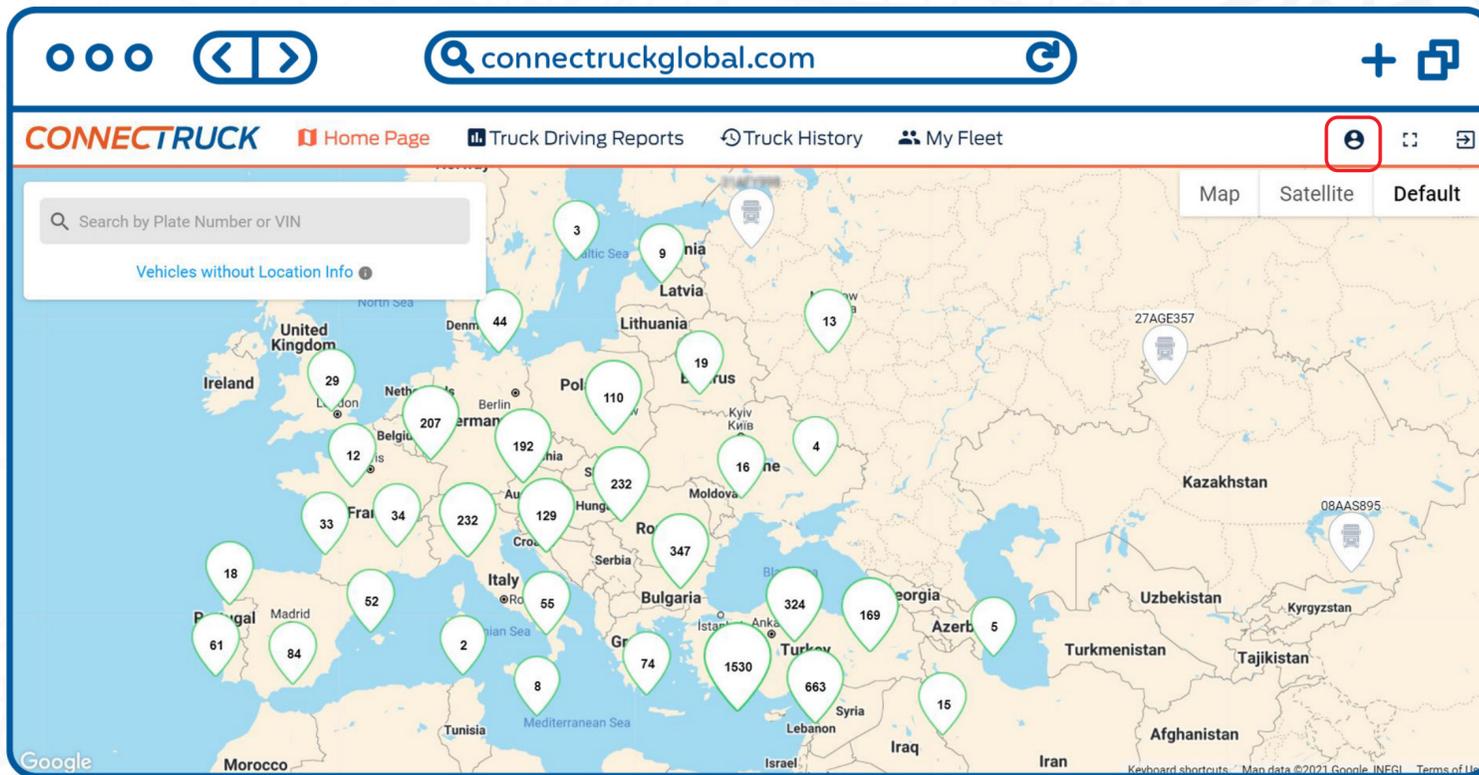


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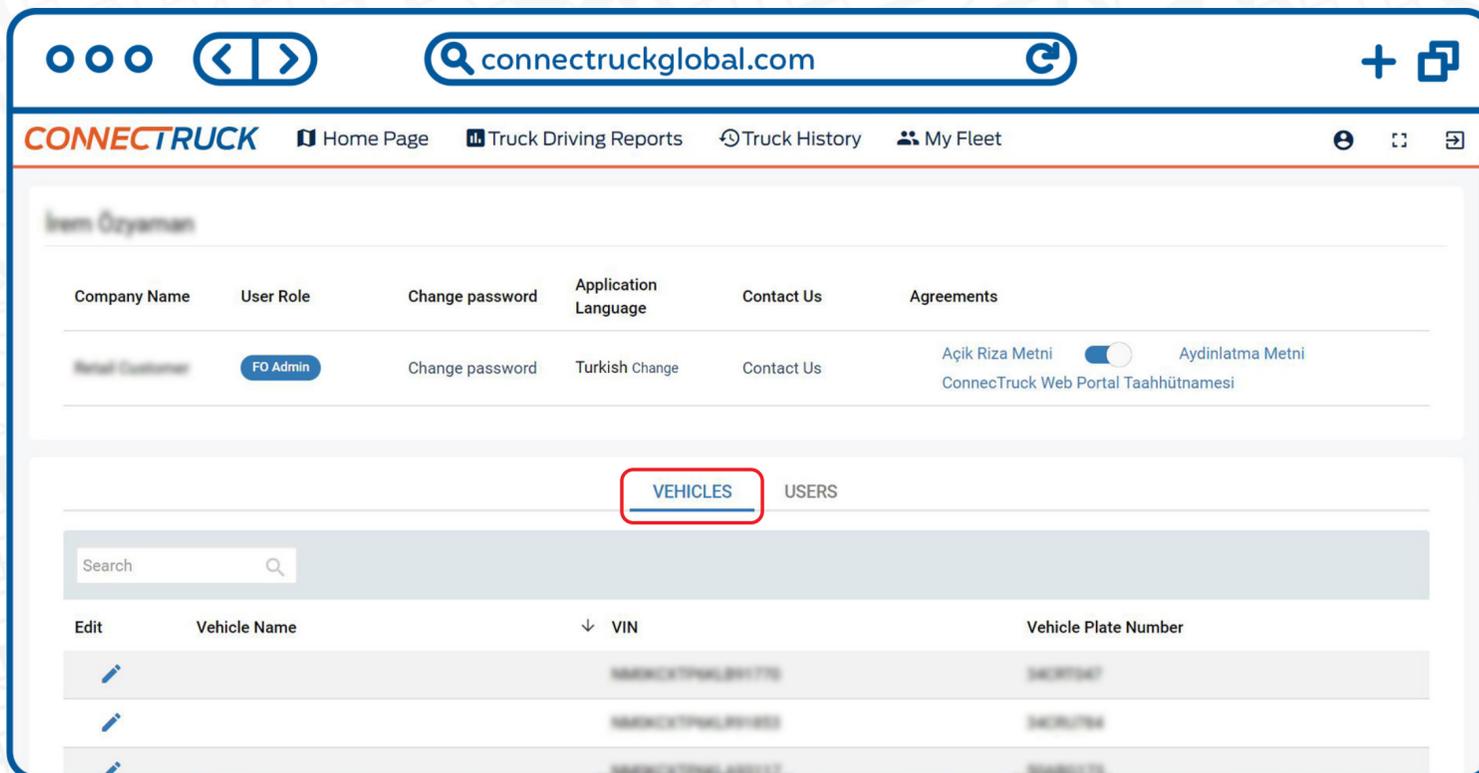
HOW DO I SET UP VEHICLE NAMES ON THE GLOBAL WEB PORTAL?



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After logging in to the ConnectTruck Global Web Portal, click on the “Profile” tab. Click the “Vehicles” button to view your vehicle list and edit their names.



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CONNECTRUCK Home Page Truck Driving Reports Truck History My Fleet

İsmail Özyaman

Company Name	User Role	Change password	Application Language	Contact Us	Agreements
Real Customer	FO Admin	Change password	Turkish Change	Contact Us	Açık Rıza Metni <input type="checkbox"/> Aydınlatma Metni <input type="checkbox"/> ConneTruck Web Portal Taahhütnamesi

VEHICLES USERS

Search

Edit	Vehicle Name	VIN	Vehicle Plate Number
			
			
			

Click on the **blue pencil** next to the vehicle whose name you want to edit from the listed vehicles.

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CHANGE VEHICLE NAME

Vehicle Name

Cancel Save

Edit	Vehicle Name	VIN	Vehicle Plate Number
			
			
			
			
			
			



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CHANGE VEHICLE NAME

Vehicle Name
My Ford

Cancel Save

Edit	Vehicle Name	VIN	Vehicle Plate Number

Enter the new vehicle name in the window that opens and click the “Save” button.



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