

CREATE AND COMPLETE A TASK

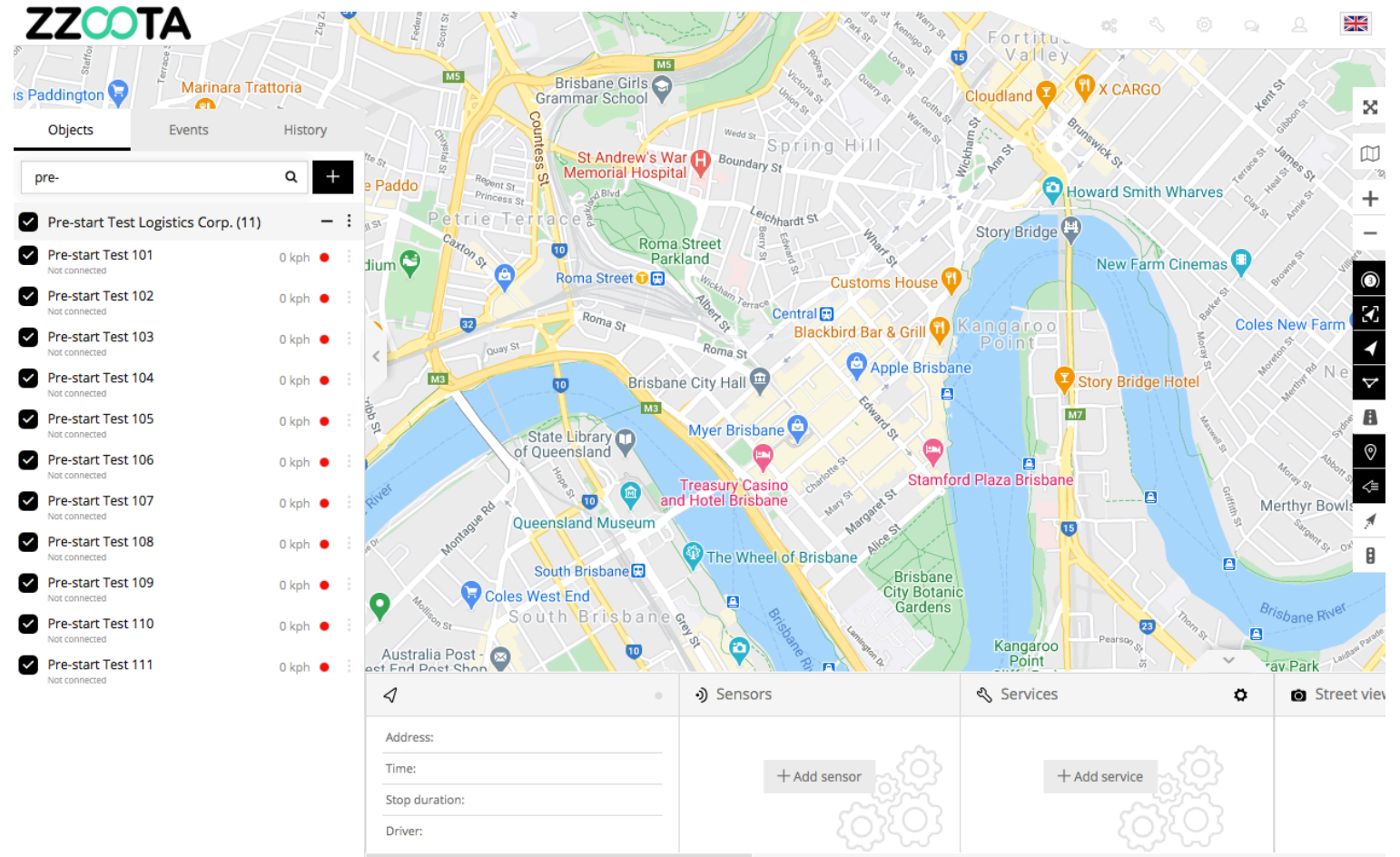
Tasks is designed to help you organise your jobs/deliveries using the [zzoota-V](#) smart device app.

You can either use the Task function directly or we can integrate with your existing job/delivery management software via our API.

The Task is created on the zootaLink platform.

STEP 1

Log into the zootaLink platform and navigate to the Main page.



STEP 2

From the Main menu select
“Tools”

The screenshot displays the ZZOOTA application interface. On the left, a sidebar contains a list of objects under the 'Objects' tab. The list includes 'Pre-start Test Logistics Corp. (11)' and eleven 'Pre-start Test' entries (101-111), all with a status of 'Not connected' and a speed of '0 kph'. A search bar at the top of the sidebar contains the text 'pre-'. Below the list is a 'Run script ""' button. The main area features a map of Brisbane, Queensland, Australia, with various landmarks and streets visible. A red arrow points to a 'Tools' button in the top right corner of the map area. At the bottom of the interface, there are sections for 'Sensors' and 'Services', each with a '+ Add sensor' and '+ Add service' button respectively. The 'Sensors' section also includes input fields for 'Address:', 'Time:', 'Stop duration:', and 'Driver:'.

STEP 3

Select "Tasks".

The screenshot displays the ZZOOTA web interface. On the left, a sidebar contains a list of tasks under the 'Objects' tab. The tasks are:

- Pre-start Test Logistics Corp. (11)
- Pre-start Test 101 (Not connected)
- Pre-start Test 102 (Not connected)
- Pre-start Test 103 (Not connected)
- Pre-start Test 104 (Not connected)
- Pre-start Test 105 (Not connected)
- Pre-start Test 106 (Not connected)
- Pre-start Test 107 (Not connected)
- Pre-start Test 108 (Not connected)
- Pre-start Test 109 (Not connected)
- Pre-start Test 110 (Not connected)
- Pre-start Test 111 (Not connected)

The main area shows a map of Brisbane, Queensland, Australia, with various landmarks and streets labeled. A red arrow points to a yellow location pin on the map, which is highlighted in the 'Tasks' menu on the right. The menu includes options like Alerts, Geofencing, Routes, Reports, Ruler, POI, Show point, Show address, Send command, Camera / Media, Tasks, Maintenance, Dashboard, and Sharing. At the bottom, there are sections for 'Sensors' and 'Services', each with a '+ Add sensor' and '+ Add service' button respectively. A 'Run script ""' button is also visible at the bottom left.

STEP 4

Set up a new Task:

1. Select the zzoota-V device you want the Task sent to
2. Give your Task a title
3. Add an invoice number (not required)
4. Enter a Pick up address and time window
5. Enter a Delivery address and time window
6. Add general comments to your job - these will appear in zzoota-V on the smart device
7. To send the Task select Save

NOTE : You can view all Tasks in the “All tasks” tab and filter by different parameters

The screenshot shows a web application window titled "Tasks" with a close button (X) in the top right corner. Below the title bar, there are two tabs: "New task" (which is active) and "All tasks". The form contains the following fields:

- Device:** A dropdown menu currently showing "-- Select --".
- Invoice number:** An empty text input field.
- Title:** An empty text input field.
- Priority:** A dropdown menu currently showing "Low priority".
- Pickup address:** A search input field with a house icon and a magnifying glass icon.
- Delivery address:** A search input field with a house icon and a magnifying glass icon.
- Time windows:** Two columns of date and time pickers. The first column has "From" and "To" labels. The first "From" picker shows "2021-01-20 08:00:00" and the first "To" picker shows "2021-01-20 12:00:00". The second "From" picker shows "2021-01-20 12:00:00" and the second "To" picker shows "2021-01-20 17:00:00".
- Comment:** A large, empty text area for entering notes.

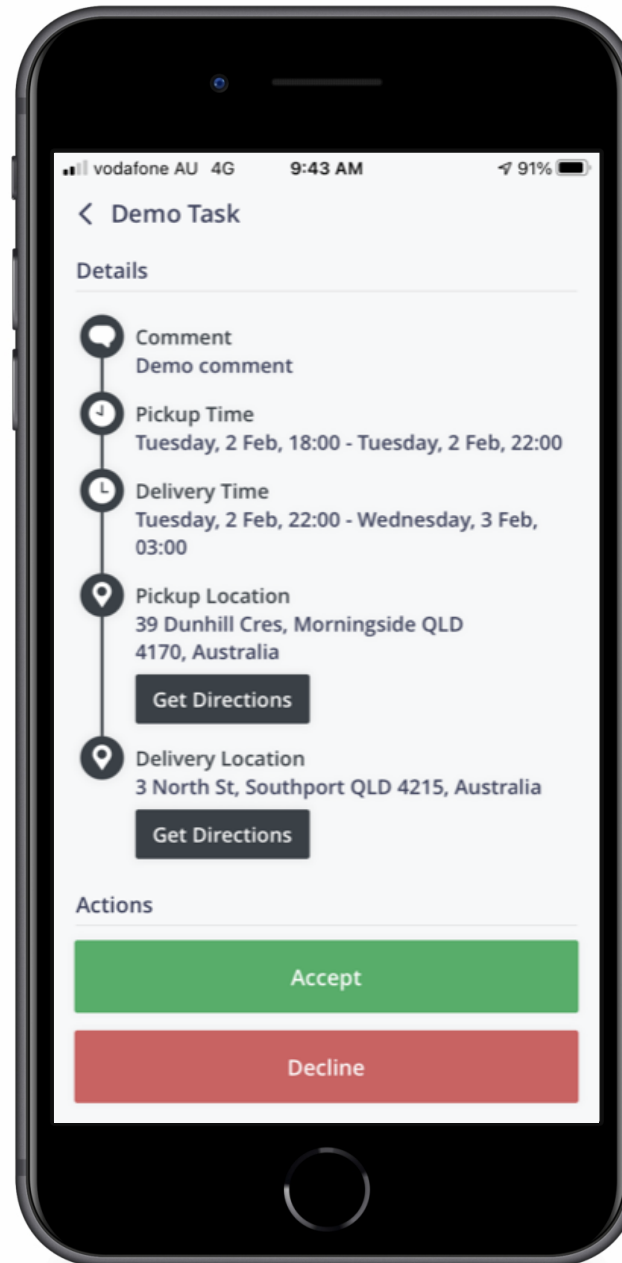
At the bottom of the form, there are three buttons: "Save" (highlighted in black), "Cancel", and "Import".

Tasks entered via the zzootaLink platform on your desktop will be sent to a smart phone/tablet with a linked zzoota-V app.

Team members can

- Accept or
- Decline

each task.



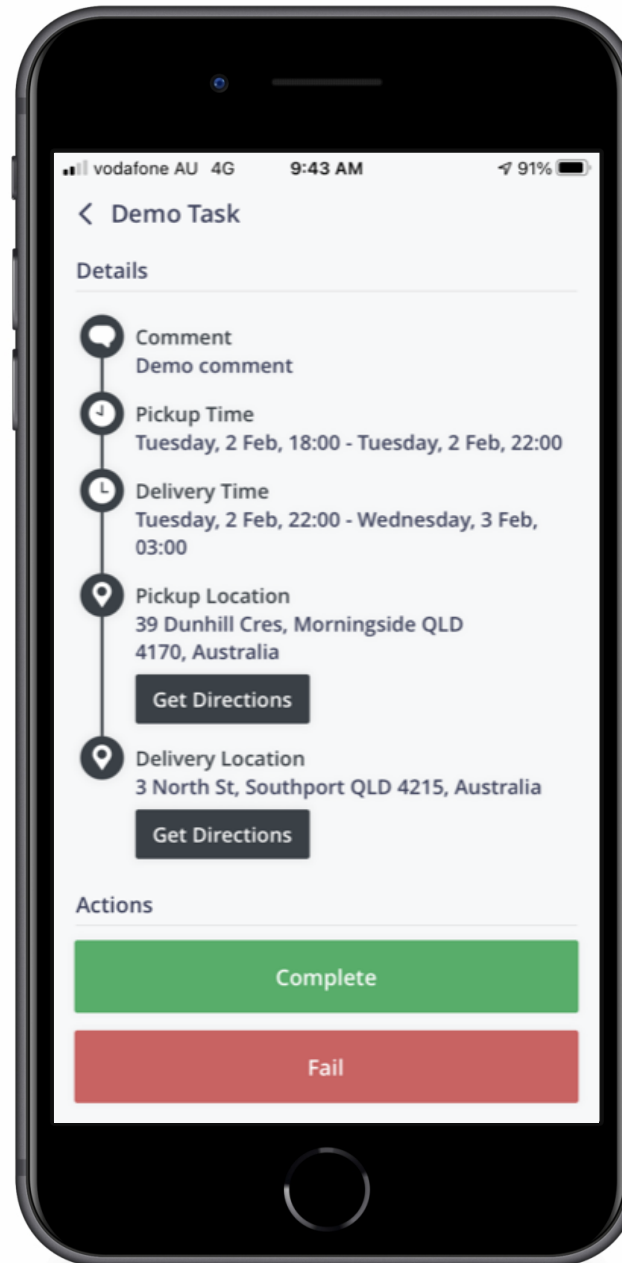
Directions to the

- Pickup location or
- Delivery location

Are easily accessed by selecting
“Get Directions”

The Task can be Actioned as

- Complete or
- Fail



When Complete has been selected the signature page will appear.

Once signed select Submit.

The Task is now finished and you are ready for another one.



END OF PRESENTATION