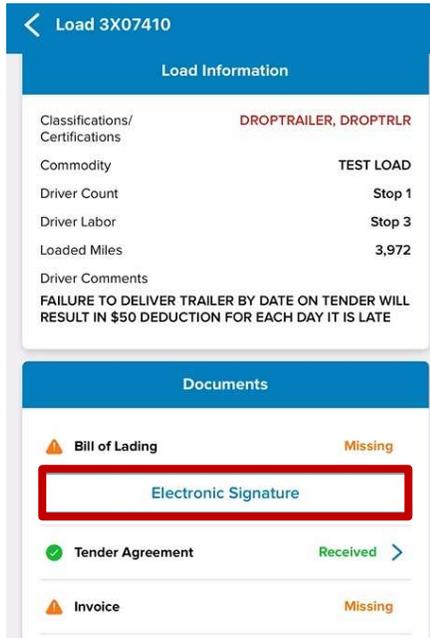




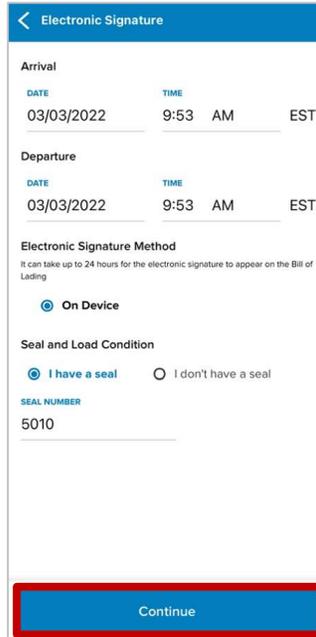
NEW FROM CARRIER 360

The Digital Documentation workflow allows drivers to capture electronic signatures from shippers and/or receivers, as well as upload the BOL or POD. Let's look at this workflow!

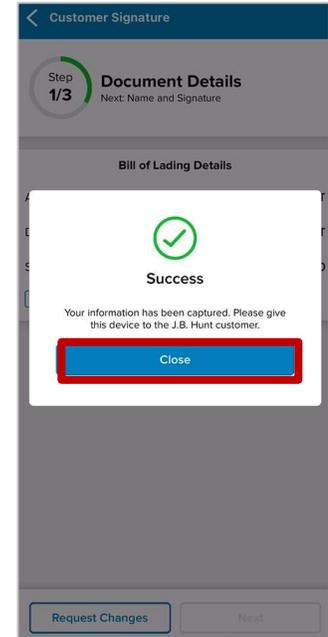
1. In the Documents section for the load, tap on **Electronic Signature**.



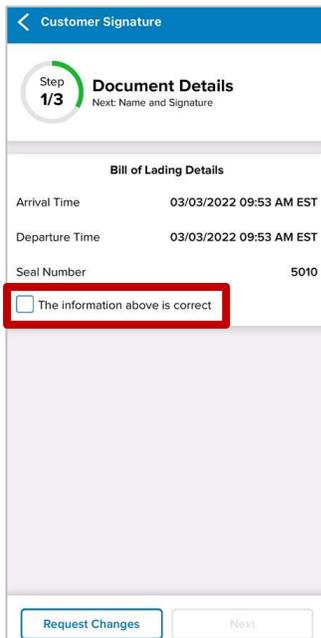
2. Fill in the required information and then tap on **Continue**.



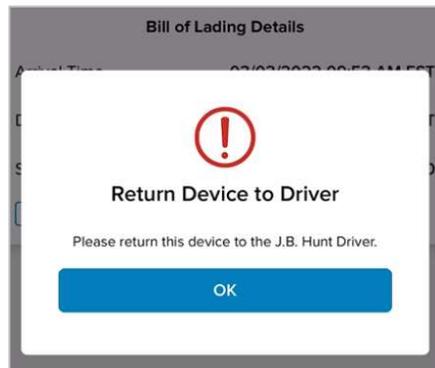
3. You will be prompted to hand your device to the customer.



4. The customer should review the information for accuracy. The Next button will be greyed out until the checkbox is selected.

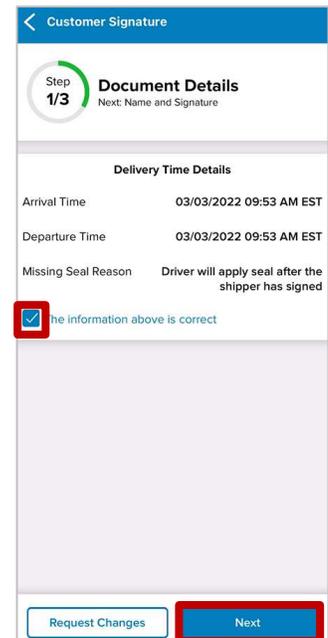


5. If the customer taps on Request Changes, they will be prompted to return the device to you.



Fix any incorrect information and then hand the device back to the customer.

6. Once everything is correct, the customer clicks on the checkbox, then taps **Next**.



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7. The customer enters their name and clicks in the signature box.

Step 2/3 Name and Signature
Next: Review and Complete

Signee Signature and Comments

* FULL NAME

* Signature

By filling in your signature above, you are electronically signing the bill of lading for

q w e r t y u i o p
a s d f g h j k l
z x c v b n m
123 space return

8. The customer signs with their finger or a stylus, then clicks **Done**.

Sign inside the box below

Nicholas Beard

Done

9. (Optional) The customer can enter an email address and any comments, then click **Next**.

9:31 98%

2/3 Name and Signature
Next: Review And Complete

Nicholas Beard

*Signature Edit

Nicholas Beard

By filling in your signature above, you are electronically signing the bill of lading for this load.

EMAIL nicholasbeard@gmail.com

A copy of the signed document will be sent to this email address.

Comments Optional

Any exception to this delivery (e.g., shortages, damage, etc.) must be noted in the Comments box above. Your comments will be added to the bill of lading.

Previous Next

10. The customer reviews the info, checks the box by the Terms & Conditions, then clicks **Complete**.

Step 3/3 Review and Complete
Next: Submit

Proof of Delivery Details

Arrival Time 03/03/2022 09:53 AM EST

Departure Time 03/03/2022 09:53 AM EST

Missing Seal Reason Driver will apply seal after the shipper has signed

Comments This is great!

Signee Nicholas Beard

Signature Nicholas Beard

Email nicholasbeard@gmail.com

Terms and Conditions

I understand that clicking this creates an electronic Bill of Lading (ePOD). This ePOD will be dispositive if there is a discrepancy between the ePOD and any physical documentation provided.

Previous Complete

11. They will be prompted to hand the device back to you.

(14) 5 Comments

Success

Your information has been received. Please return this device to the J.B. Hunt Driver.

Close

12. After the signature processes, you will be prompted to upload the BOL. Tap **Yes**.

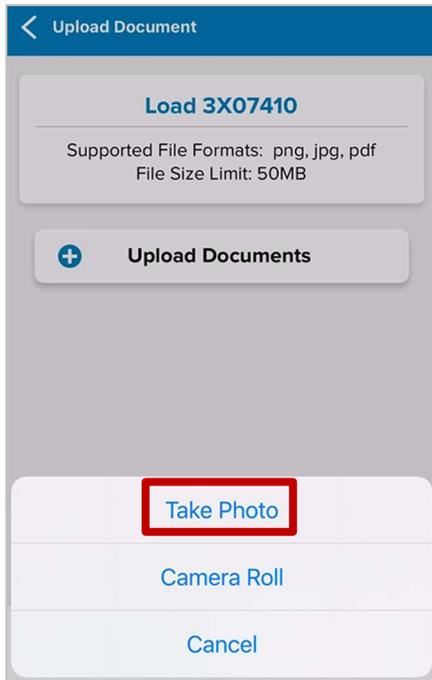
Missing BOL

Looks like we don't have a BOL on file yet for Load 3X07410. Please upload one at this time.

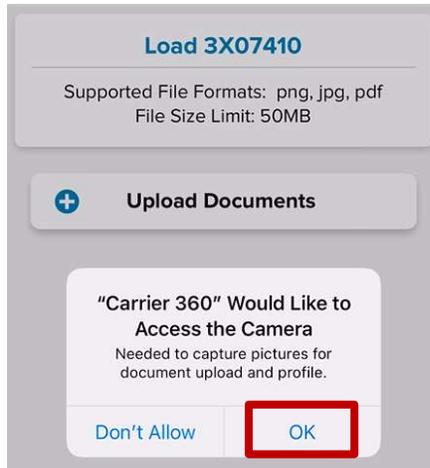
Not yet Yes

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13. You will be given the option to take a photo or pick from the camera roll.



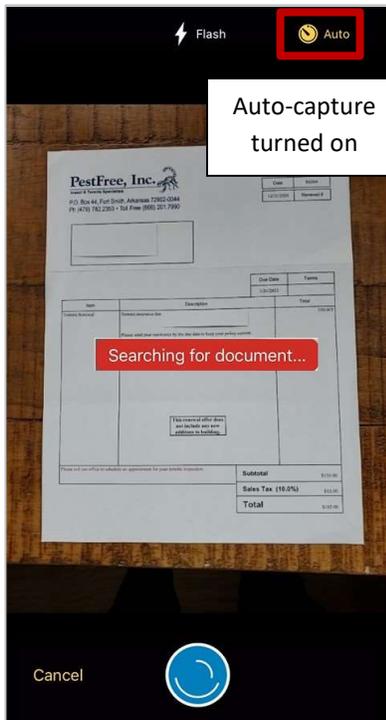
14. You may need to grant permission for Carrier 360 to access the camera.



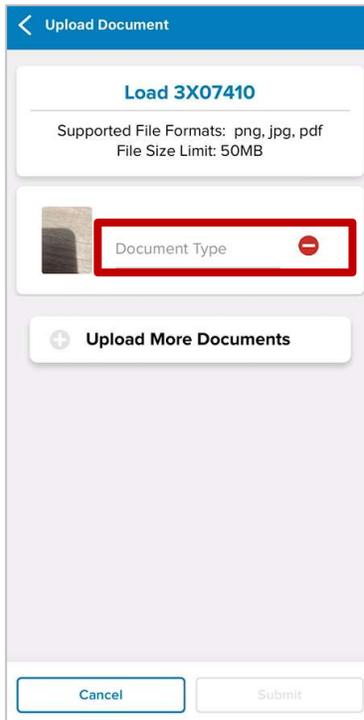
15a. Manual Capture: Position the document so that it's easily readable and fills most of the screen, then click the button.



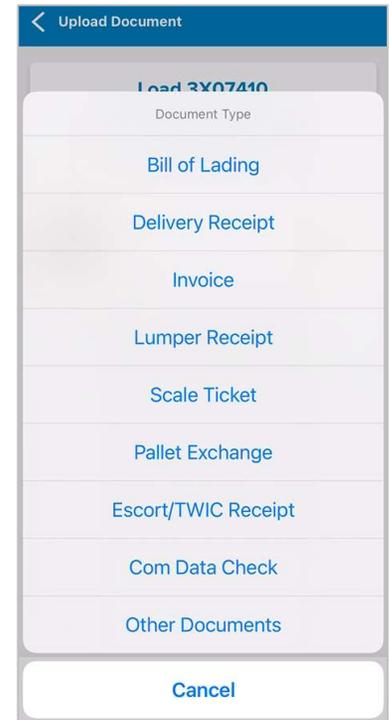
15b. Auto Capture: Position the document according to the instructions and the app will capture the image for you.



16. Use the red minus sign to delete, if needed, or tap on Document Type.

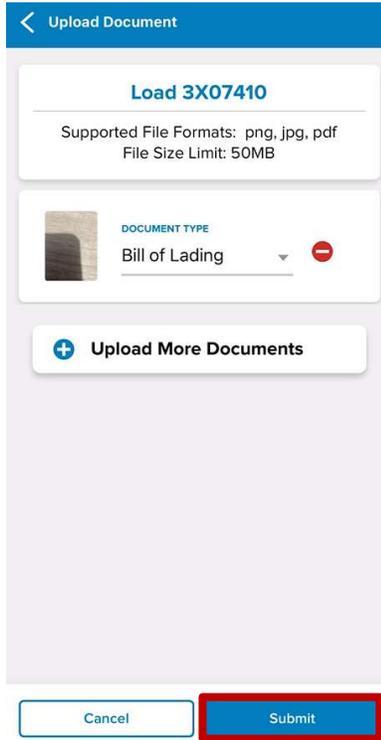


17. Select a document type from the list.

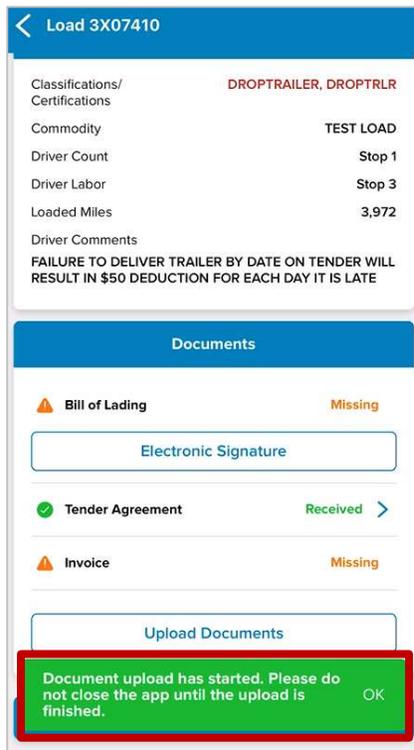


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18. Use the Upload More Documents button to upload more, if needed. Tap **Submit**.



19. You will see a green message pop up to let you know upload has started.

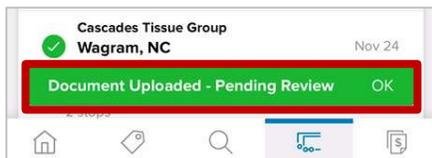


20. You will see a File Uploading activity bar at the top of the screen.

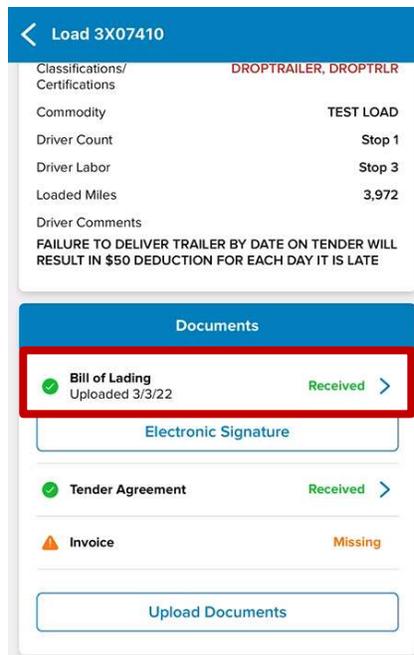


While files are uploading, you can navigate to another screen, but don't close the app until all files finish uploading.

21. After everything processes, you will see a green confirmation at the bottom of the screen.



22. In the Documents section for the load, you will now see that the BOL has been received.



The previous instructions show the process when picking up from a shipper, but you can follow the same workflow to capture an electronic signature at the receiver.

Please note: if the receiver signs electronically, you will not be prompted to upload a Proof of Delivery. If the customer insists on signing a paper POD, you would then scan and upload that document in the same way as the origin BOL.