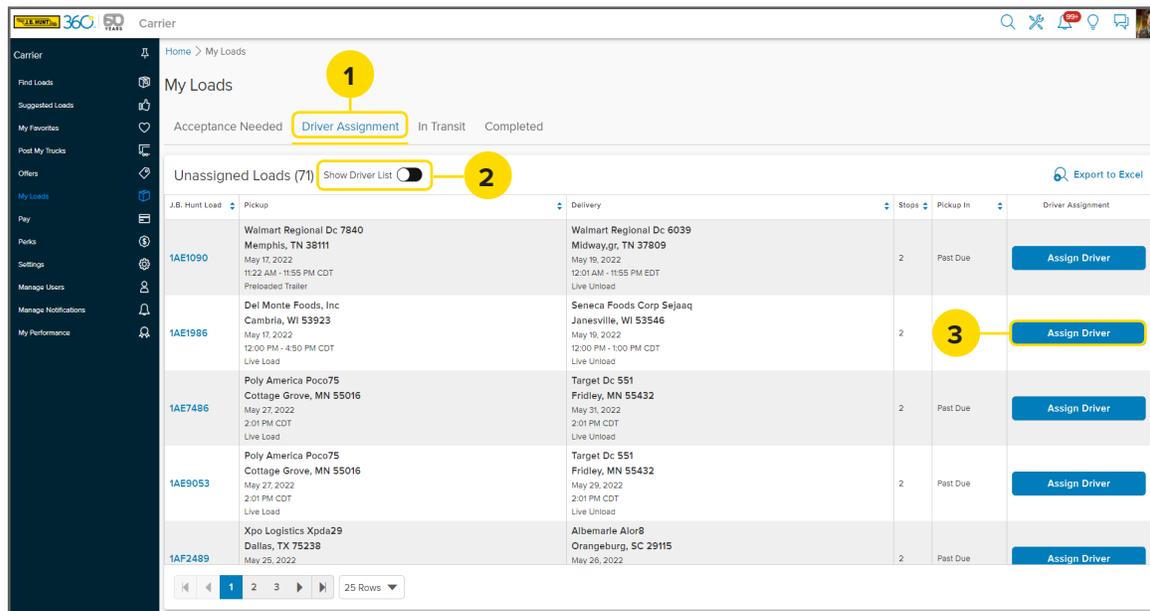


### Quick Reference Guide

**M**y Loads in Carrier 360 allows you to assign drivers to both single loads and multiple loads. Use this guide to learn how to assign a driver to a single load.

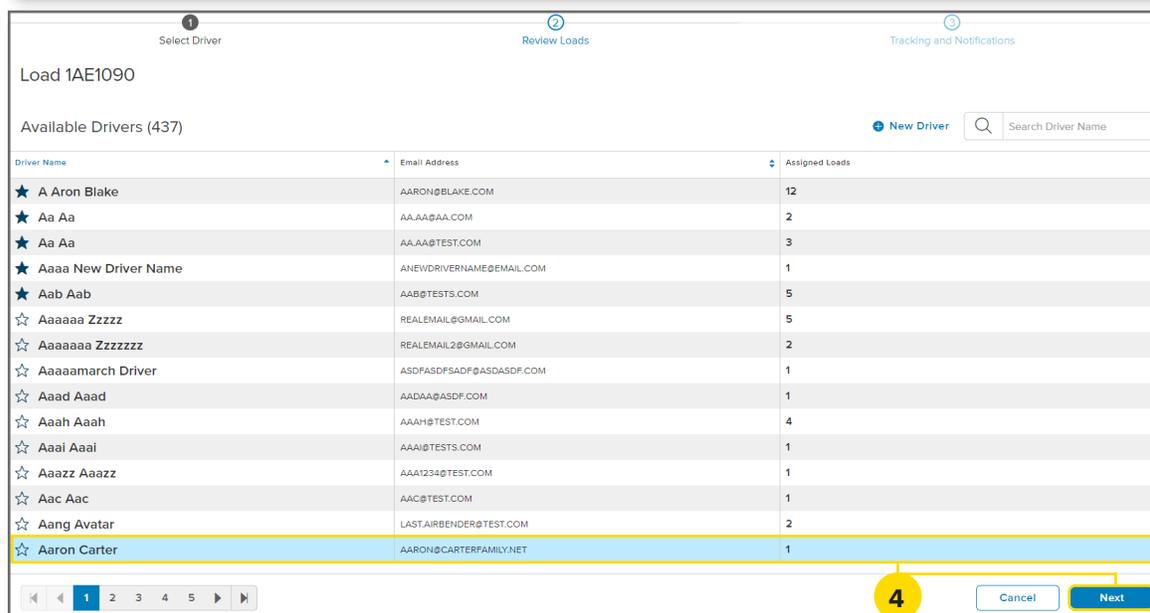


### 1. Driver Assignment

After navigating to the **My Loads** screen, click on the **Driver Assignment** tab.

### 2. Show Driver List

When assigning a driver a single load, keep the **Show Driver List** toggle turned off. This will only need to be turned on when assigning multiple loads to a driver.



### 3. Assign Driver

Click the **Assign Driver** button next to the desired load.

### 4. Available Drivers

Click on the name of the driver you want to assign, then click **Next**.

**Note:** You can search for available drivers by typing a name in the **Search Driver Name** field, by clicking through the page numbers or clicking **New Driver**.

## TIPS & TRICKS

Tracking is only shown if the carrier has an external tracking provider. Loads can be tracked through the J.B. Hunt Carrier 360 app or through external tracking. Choose the provider that best suits your situation.

1 Select Driver      2 Review Loads      3 Tracking and Notifications

Load 1AE1090

Aaron Carter Loads

	J.B. Hunt Load ELD ID	Pickup	Delivery
1	Current 1AE1090	Walmart Regional Dc 7840 Memphis, TN 38111 May 17, 2022 11:22 AM - 11:55 PM CDT Preloaded Trailer	Walmart Regional Dc 6039 Midway, TN 37809 May 19, 2022 12:01 AM - 11:55 PM EDT Live Unload
2	Assigned 1AJ2351 0968	H Mart Logistics #1 Whittier, CA Jun 3, 2022 10:00 AM - 11:00 AM PDT	H Mart San Jose #247900 San Jose, CA Jun 4, 2022 10:00 AM - 11:00 AM PDT

5

Cancel Previous Next

## 5. Driver Loads

A screen will display showing the loads the driver is assigned to. Click **Next** to continue assigning the load.

**Note:** You can remove a load by clicking on the red remove icon.

1 Select Driver      2 Review Loads      3 Tracking and Notifications

Tracking and Notifications for Load 1AE1090

Tracking

Tracking Provider  
J.B. Hunt Carrier 360

Driver must have Carrier 360 app installed and a J.B. Hunt 360 account.

Text Message Notifications

Enroll the driver in text message notification sent from J.B. Hunt.

Driver  
Aaron Carter

Phone Number  
888-833-0064

Yes, J.B. Hunt may send text messages to driver about this load.

6

Cancel Previous Submit

## 6. Tracking and Notifications

Select the **Tracking Provider** that best suits the situation. If **Text Message Notifications** are enabled, the driver will receive a link to the J.B. Hunt Carrier 360 app to view the current assignment.

Click **Submit** to finish assigning this driver. After submitting, the load can be found in the **In Transit** tab.



## Still Have Questions?

Talk with a representative using the chat function in your Carrier 360 account.