

Printing a Receipt

Once you have collected the payment you may generate a customer receipt by pressing the "Print Receipt" button. **You must have a signed receipt for all credit card transactions over \$25.**



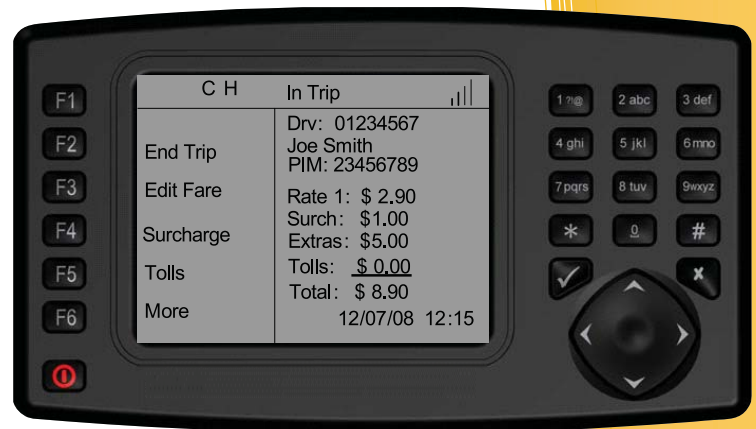
FREEdom Solution MDT Quick Reference



If you require an additional copy of the receipt you simply press the "Print Receipt" button a second time once the first receipt is finished printing. **You are required to print and keep a receipt for all credit card transactions.** You then complete the transaction by pressing the "Done" button.

Ending Your Shift

You end your shift by selecting the "End Shift" Option from the Main menu. When you end your shift you may generate an "End of Shift" report for your records.



By selecting "Yes" when prompted, the system will generate your end of shift report prior to logging you out of the system. Selecting "No" will bypass the report and simply log you out of the system.

Synchronizing Your Meter

Occasionally, your MDT may fall out of sync with your Meter. You must rectify this situation by choosing the "Synchronize Meter" option found on the "More" menu accessed by pressing the "More" button on the Main menu.



Once instructed the system will synchronize your meter with your MDT automatically and return you to the "More" menu when complete.

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Starting Your Shift

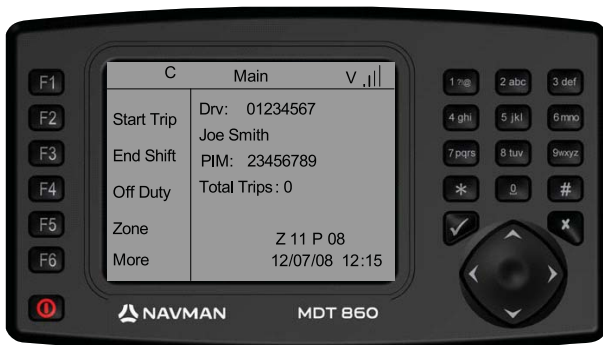
In order to begin your shift you must login to the system. To login you enter your Driver ID and PIN number in the fields provided and then press the "Send" button.



If your login is successful, you are automatically taken to the main menu.

Starting a Trip

You may start a trip either by "hiring" your taxi meter or by pressing the "Start Trip" button.



When the trip is initiated you are prompted to select the rate class. Select the appropriate rate class and press the "Send" button. You will then be prompted to enter the number of passengers before commencing your trip.

Flat Fare

Alternatively, it may be necessary to choose the "Flat Fare" option.



If "Flat Fare" is selected you are prompted for the fare amount. You must enter the fare amount and then press the "Send" button to accept. You will then be prompted to enter the number of passengers before commencing your trip.

Entering a Toll

In the course of your trip you may be required to enter a toll. From the "In Trip" menu select the "Toll" option to view the "Toll" menu. Using the "Toll" menu you may enter a toll and optionally review/delete the toll history.



You may manually enter the toll amount or select from a list of tolls by pressing the "Select Toll" button. To complete the toll entry you must press the "Accept" button. You will then be returned to the "In Trip" menu.

Entering a Surcharge

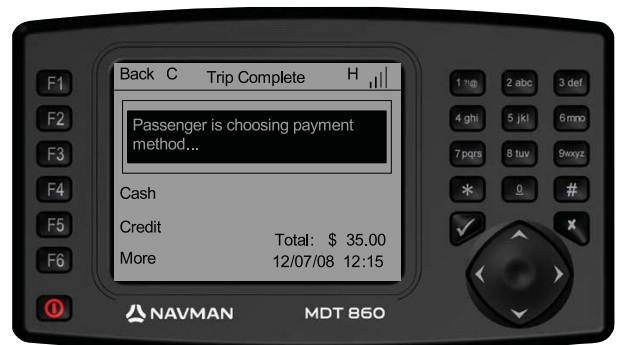
In the course of your trip you may be required to enter a surcharge. From the "In Trip" menu select the "Surcharge" option to view the "Surcharge" menu. Using the "Surcharge" menu you may enter a surcharge and optionally review/delete the surcharge history.



You may manually enter the surcharge amount or select from a list of surcharges by pressing the "Select Surcharge" button. To complete the surcharge entry you must press the "Accept" button. You will then be returned to the "In Trip" menu.

Completing a Trip

From the "In Trip" menu you may complete the trip by ending the fare on the taxi meter or pressing the "End Trip" button.



From this menu either you or the passenger may select the payment type.