

How to Delete Drivers from Company Profile on the 24/7 Truckin App

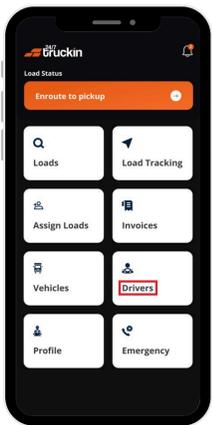


Easily Manage Your Drivers Operations

Overview:

Owner Operators can delete drivers who have left the company from their company profile on the 24/7 Truckin app. This process ensures only active drivers remain on the profile.

Image 1: Mobile App Homepage



Steps are as follow:

1. Open the 24/7 Truckin App

- Launch the app on your mobile device.

2. Access the Driver List

- On the homepage, tap "Drivers".
- A list of all drivers will appear in card format. Each card displays the "driver's name", "address", "truck information", and "availability status".

3. Select a Driver to Delete

- Tap the card of the "driver" you wish to "delete".
- A bottom sheet will appear with three options:
 - a. Assign Truck
 - b. Edit Details
 - c. Delete Driver

4. Delete the Driver

- Tap "Delete Driver".
- A "confirmation modal" will appear.
- Tap "Delete" in the modal to remove the driver from your "company profile".

Image 2: Driver Screen

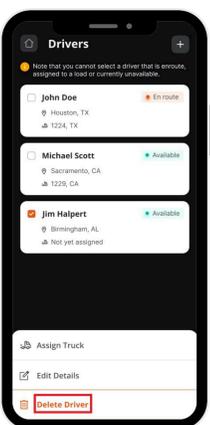


Image 3: Confirmation Screen

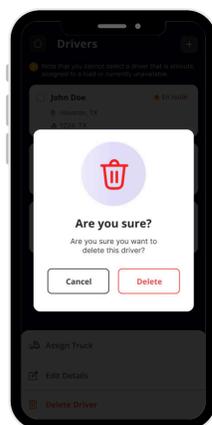


Image 4: Successful Screen

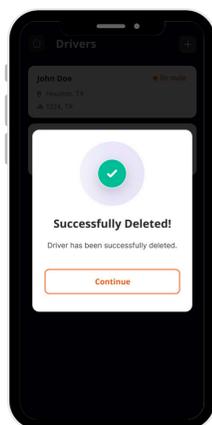


Image 5: Updated Screen

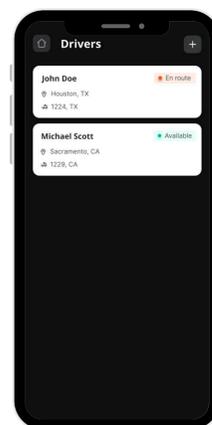
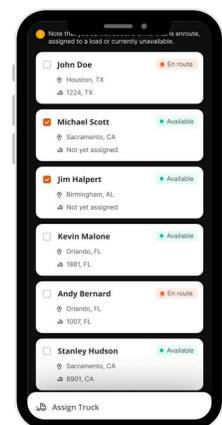


Image 6: Multi Driver Deletion Screen



Quick Tips

- **Driver Availability:** Drivers can only be deleted if their status is "Available". "Available" status means the driver has "no assigned load" and is "not currently on a delivery journey".
- **Delete Multiple Drivers:** You can "delete multiple drivers" by selecting multiple cards at once.