



TRANSFLO Now! Mobile™ Users Guide

Download, Registration & Installation



Android Users: Go to the [Android Market](#) to download TRANSFLO Now! Mobile for FREE. Upon completion of the download you will need to complete the user registration. TRANSFLO Now! will ask for a fleet ID, the correct fleet id is: **INT1**

Note: You may also find a link on our TILT homepage.



Installation Tip: From the Android Applications home screen, find the Play Store, Search for Transflo Now and press the Install button in the upper right hand corner to install

Android Phone Requirements: Must have Android 2.2 or higher, a 5MP Camera or better and Auto-Focus



iPhone Users: Go to the [iTunes App Store](#) to download TRANSFLO Now Mobile for FREE. Upon completion of the download you will need to complete the user registration. TRANSFLO Now! will ask for a fleet ID, the correct fleet id is: **INT1**

Note: You may also find a link on our TILT homepage.



Installation Tip: From the iPhone home screen, find the App Store, Search for Transflo Now and press the FREE button in the upper right hand corner to install

iPhone Requirements: Designed for iPhone 4 and above.



Adding a Fleet

1. On home page click [Edit Settings](#)
2. Tap the + sign on the upper right hand of screen
3. Add Fleet ID: **INT1**

***Note:** If you have multiple fleets set up, always remember to select your correct fleet before scanning documents

Quick tips for optimal images: Focus, Lighting, Angle

- Place document on a flat, dark or contrasting non-glare surface
- Take picture in a bright, well lit environment
- In an dim environment, tap the auto flash button on the top left camera screen
- Bright light is required for poor quality documents, multi-part forms, carbon copies or documents on colored paper. In particular you will need excellent lighting for pink and green documents.
- Take a photo of an original document, not a copy.
- Take a picture of the whole document with some background still visible for edge detection
- To make barcodes more readable, turn on flash
- Wait for autofocus before snapping photo
- After taking photo, if the edge detection miscalculates you can drag corners with orange crop tool to frame document

Note: Drivers are responsible for making sure images are usable quality. Numbers, barcodes, and signatures must be clear and legible. Review image quality before sending.

Quality Check the Image

Drivers should check the quality of the image PRIOR to transmitting it back to the corporate office for processing.

1. After the cropping screen that includes the orange borders and hands, click [Continue](#) to accept screen
2. On the following screen double tap the image to zoom in. Check the quality on the image to ensure text and numbers are legible.
3. If legible click [Accept](#), if it is not legible click [Discard](#) and retake the picture.

Reviewing Documents after submission

1. Once documents are submitted through TRANSFLO Now! Mobile, a unique Confirmation Number is displayed on screen and an email confirmation also is sent to the driver.
2. Driver can visit transfloexpress.com and click [View Documents](#) in upper right hand corner.
3. Driver enters Confirmation Number and can then view document as a PDF or TIFF image.
4. If you are viewing from the link in the email confirmation using a smart phone, view them as a PDF in order to see all images. If you choose TIFF using the smart phone, each image can be viewed individually. Select the image you want to view from the drop down menu.
5. Documents can be viewed online for 14 days after submission.