

5. Sending a Trip/Expedition

- [Sending a Trip to the Driver](#)

Sending a Trip to the Driver

1. Sending a Trip to the Driver via a Link
2. Displaying a Trip in the "ClouDEX Drive" (Driver) App
3. Creating a "ClouDEX Drive" Password

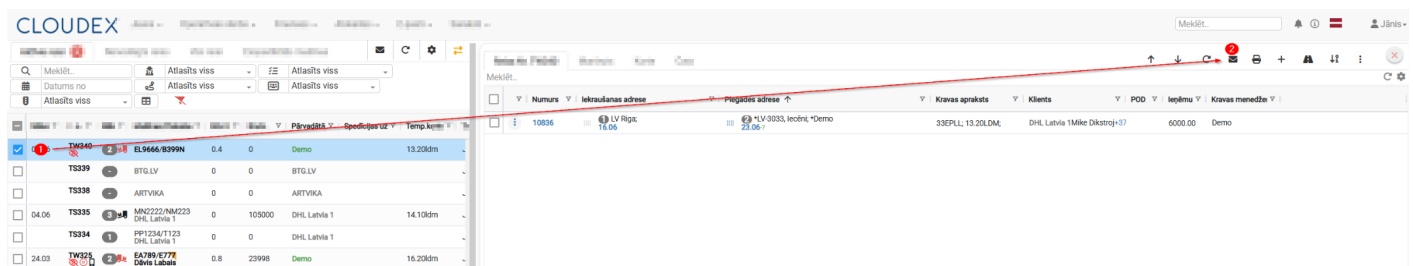
1. Sending a Trip to the Driver via a Link

1) Select the Required Trip

- Open the trip list menu.
- Select the desired trip from the list of available trips.

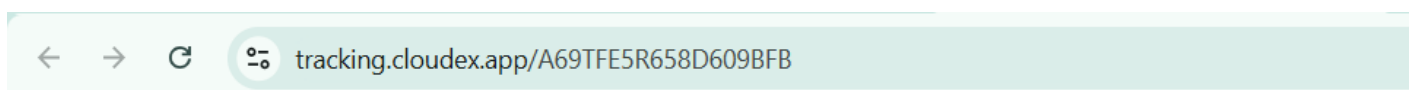
2) Open the Trip Window

- Click the **road icon** located in the toolbar.
- After clicking the road icon, the corresponding trip window will automatically open on a new page.



A window with the driver's web application for the trip will open.

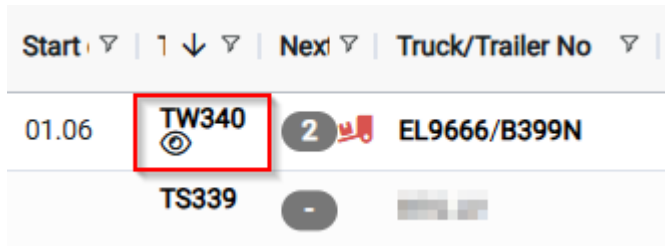
- Copy the link from the browser's address bar and send it to the driver via **WhatsApp** so that the driver can complete the required information.



2. Displaying a Trip in the "Cloudex Drive" (Driver) App

1) Select the Required Trip

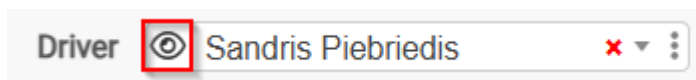
- Click on the trip number to open the trip.



Important:

For the driver to be able to see the trip information:

1. Activate the **eye icon** located next to the driver's name and surname.
 - Once activated, the trip information will be sent to and become available in the **Cloudex Drive** mobile application.



1. The trip will remain visible in the list of active trips until its status is changed to **Delivered**

3. Creating a "Cloudex Drive" Password

1) Open the Vehicle Window

- | | | |
|------------------------------|--|---------------|
| | | |
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[illegible]

2) Create a Password

- Create a password of your choice.
- The driver will use this password to log in to the **ClouDEX Drive** application.

CLOUDEX

New

Open

Active trips 6

Unclosed trip

All trips

Search..

Select

Date from

Select

Start

1

Next

Truck/Trailer No

01.06

TW340

2

EL9666/B399N

TS339

-

BTG.LV

TS338

-

ARTVIKA

04.06

TS335

3

MN2222/NM223
DHL Latvia 1

TS334

1

PP1234/T123
DHL Latvia 1

24.03

TW325

2

EA789/E777
Dāvis Labals

Vehicle

Number plate *

EA789

Type *

Auto

LDM

5

Status

Status

Carrier

Dachser SE N...

Trailer No.

E777

Manager

Manager

Trip type

Trip type

Spedition

Big spedition ...

Driver

Vāgners Atis

Driver 2

Driver 2

Password

LVUnicorn1000000\$

Fuel tank

1250

Next break

15.08.2024 00:00

Break type

24 hour

Written off

Written off

Notes

Jābrauc uz apkopi

Traffic line

Traffic line

GPS account

GPS account

Documents/Terms

Attachment(s)

View

Show all documents

Search

Number	Type	Partner	Date from	Date till	Notes
EA789	OCTA		01.01.2023	31.12.2023	Sum per day: 2.7397;

Saved: 15.09.2025 11:35 demo

Delete

Save

Cancel