

# PassWeb Overview for Palm Tran Connection Users



**pass  
WEB**

# How to access the PASSWeb website



Go to <http://passweb.palmtran.org>

- OR -

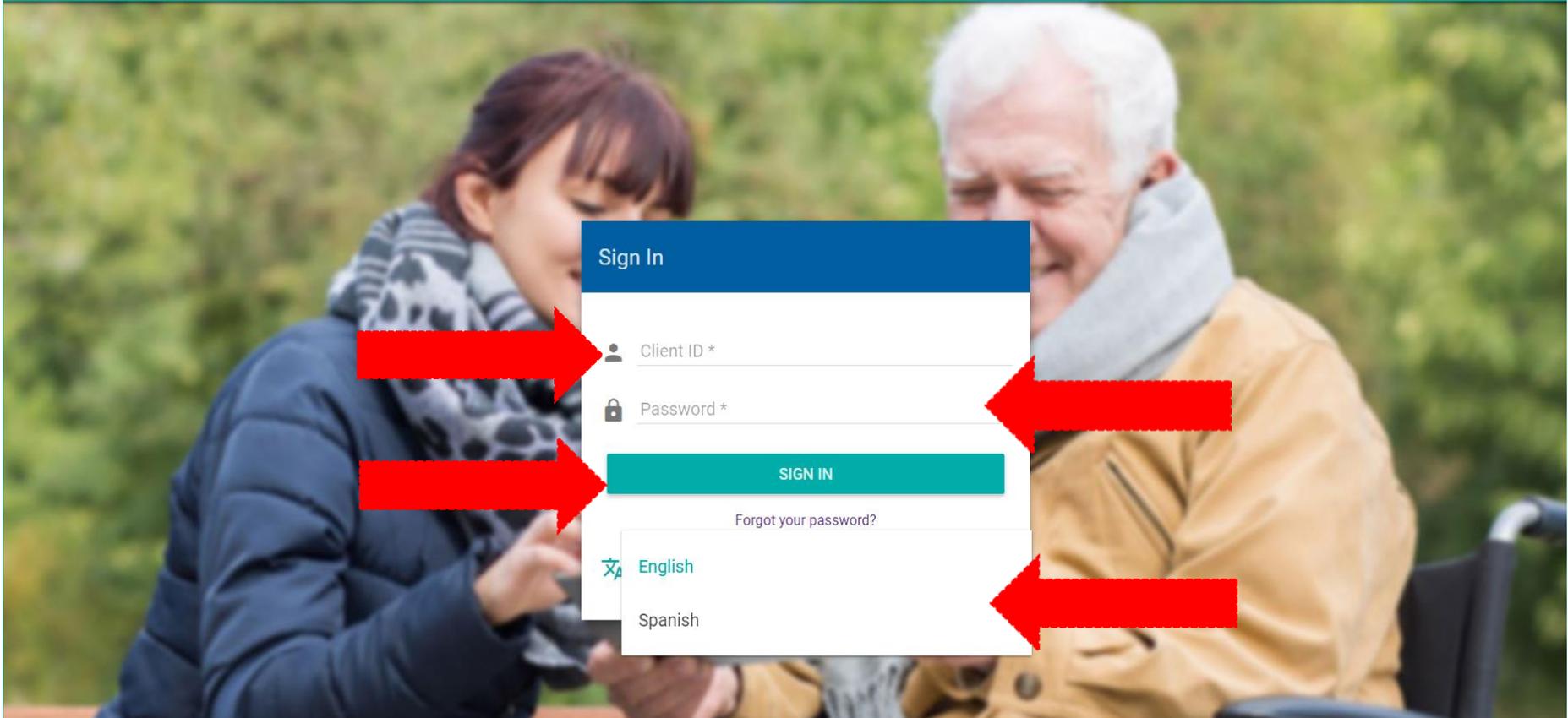
Visit <http://PalmTran.org> click on Connection and you can click the link:



# Getting Started!



pass  
WEB



Sign In

**SIGN IN**

[Forgot your password?](#)

English

Spanish

# This is the Home Page



**pass WEB**

**YOSEMITE SAM**  
Client ID - 53474

- My Profile
- Sign Out
- Trips**
- Book Trip
- Feedback
- Help

Language Selection  
English

☰ Trips

< March 2019 >

04

Sun	Mon	Tue	Wed	Thu	Fri	Sat
24	25	26	27	28	1	2
3	4	5	6	7 • DELRAY BEA... 12:00 PM • DELRAY BEA... 12:00 PM	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	1	2	3	4	5	6



# Select “My Profile” in the left panel



The screenshot displays the Pass Web interface. On the left is a teal navigation panel with the following items:

- pass WEB** logo
- YOSEMITE SAM  
Client ID - 53474
- My Profile** (highlighted with a red arrow)
- Sign Out
- Trips
- Book Trip
- Feedback
- Help
- Language Selection: English

The main area shows a calendar for March 2019. The calendar grid has columns for Sun, Mon, Tue, Wed, Thu, Fri, and Sat. The current date is the 4th of March, which is highlighted in teal. On the 7th of March, there are two events listed: "DELRAY BEA... 12:00 PM" (red dot) and "DELRAY BEA... 12:00 PM" (green dot). The top of the calendar shows "Trips" and "March 2019" with navigation arrows. A calendar icon in the top right shows the date "04". A teal circle with a white plus sign is in the bottom right corner.

# Review Your Information



The screenshot displays the 'pass WEB' interface. On the left, a dark teal sidebar contains the user's name 'YOSEMITE SAM' and Client ID '53474'. Below this are menu items: 'My Profile', 'Sign Out', 'Trips', 'Book Trip', 'Feedback', and 'Help'. At the bottom of the sidebar is a 'Language Selection' dropdown set to 'English'. The main content area shows a calendar for March 2019. A 'My Profile' dialog box is open, displaying the following information:

- My Details**
  - Client ID: 53474
  - Client Name: YOSEMITE SAM
  - Client eligibility: Eligible until 13/09/2020
  - Email Address \*
- Modify Password
- CLIENT HOME**
  - Address: 50 S MILITARY TRL, WEST PALM BEACH, FL 33415
  - Phone Number \*: 561-649-9848

At the bottom right of the dialog box is a teal 'UPDATE' button. Red arrows highlight the 'My Profile' menu item in the sidebar, the 'Address' field in the dialog, and the 'UPDATE' button.

# To Reserve a trip - Select “Book Trip”



**pass WEB**

YOSEMITE SAM  
Client ID - 53474

- My Profile
- Sign Out
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- Book Trip**
- Feedback
- Help
- Language Selection  
English

Trips

< March 2019 >

06

Sun	Mon	Tue	Wed	Thu	Fri	Sat
24	25	26	27	28	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	1	2	3	4	5	6

Trips on March 7th:

- DELRAY BEA... 12:00 PM
- DELRAY BEA... 12:00 PM

Trips on March 9th:

- WELLINGT... 9:45 AM
- WELLINGT... 9:45 AM
- WELLINGT... 11:30 AM

+

# Fill in the “Pickup Details”



**pass WEB**

**YOSEMITE SAM**  
Client ID - 53474

- My Profile
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- Help
- Language Selection  
English

### Book Trip

Book Again (Optional)

Select a Recent Booking

**Pickup Details**

Pickup Address *	Unit	Pickup Callback Number	Enter pickup instruction...
------------------	------	------------------------	-----------------------------

**Dropoff Details**

Dropoff Address *	Unit	Dropoff Callback Number *	Enter dropoff instructio...
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**Date and Time**

Trip Date \*

Tue, Mar 5

Trip Type

Pick me up at 5:15 AM

# Continue Booking Trip



**pass WEB**

**YOSEMITE SAM**  
Client ID - 53474

- My Profile
- Sign Out
- Trips
- Book Trip**
- Feedback
- Help
- Language Selection  
English

### Book Trip

**Date and Time**

Trip Date \*  
Tue, Mar 5

Pick me up at \* 5:15 AM

Drop me off at

Booking Purpose \*

**Trip Options**

Additional Passengers +

**ADD PASSENGER**

**Payment Options**

Payment option \*

**RESET FORM** **BOOK TRIP**

# Confirm the Booking



## ☰ Confirm Booking

 Your trip is not scheduled unless you confirm the booking

### ☰ Trip Details

Date	Thu, Mar 7
Requested Dropoff Time	1:30 PM
I will be bringing	
Payment option	Cash or ticket
Booking Purpose	Education

 101 - CLIENT HOME To DELRAY BEACH PLAYHOUSE, 950 NW 9TH ST, DELRAY BEACH, FL, 33444

#### Pickup Details

 (561) 649-9848 x

 M-F 8a-4:30p. GUN CLUB RD AND MILITARY TRAIL - NE CORNER. SOUTH OF SOUTHERN BLVD. TWO STORY BUILDING

#### Dropoff Details

 (561) 649-9838 x

 LAKE SHORES DR AND LAKE SHORE DR IS THE SAME AS NW 9TH ST, WEST OF N SWINTON AVE. LOOK FOR SIGNS. IN LAKE IDA EAST PARK.

**pass**  
**WEB**

YOSEMITE SAM

Client ID - 53474

 My Profile

 Sign Out

 Trips

 Book Trip

 Feedback

 Help

Language Selection

 English

# Book Return Trip or Another Trip



The screenshot displays the PassWEB user interface. On the left is a dark teal sidebar with the 'pass WEB' logo and a user profile for 'YOSEMITE SAM' (Client ID - 53474). The sidebar contains menu items: My Profile, Sign Out, Trips, Book Trip, Feedback, and Help. At the bottom of the sidebar is a language selection dropdown set to 'English'. The main content area is titled 'Confirm Booking' and shows details for a booking: 'Payment option' is 'Cash or ticket' and 'Booking Purpose' is 'Education'. The route is '101 - CLIENT HOME To DELRAY BEACH PLAYHOUSE, 950 NW 9TH ST, DELRAY BEACH, FL, 33444'. A 'Booking Confirmation' modal is overlaid in the center, displaying the message: 'Your trip was booked and scheduled successfully. The booking ID is 17750457.' Below the message are four buttons: 'BOOK RETURN TRIP', 'BOOK ANOTHER TRIP', 'TRIP DETAILS', and 'VIEW TRIPS'. A large red arrow points from the 'BOOK RETURN TRIP' button towards the left sidebar. At the bottom of the main content area, there are 'MODIFY BOOKING' and 'PLEASE WAIT' buttons.

# Cancel a Trip



**pass WEB**

**YOSEMITE SAM**  
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- My Profile
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- Help
- Language Selection  
English

Trips < March 2019 > 04

Sun	Mon	Tue	Wed	Thu	Fri	Sat
24	25	26	27	28	1	2
3	4	5	6	7 • DELRAY BEA... 12:00 PM • DELRAY BEA... 12:00 PM	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	1	2	3	4	5	6

# Cancelling a Trip



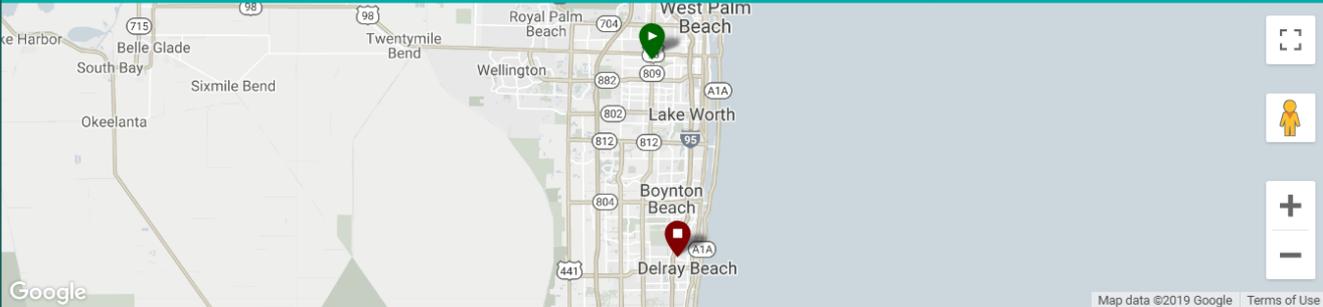


**YOSEMITE SAM**  
Client ID - 53474

- My Profile
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- Help

Language Selection  
English

### Trip Details



Map data ©2019 Google | Terms of Use

**≡ Trip Details** 

Date	Thu, Mar 7	Payment Option	Cash or ticket
Status	<span>S</span> Scheduled	Booking Purpose	Education

**≡ CLIENT HOME To DELRAY BEACH PLAYHOUSE, 950 NW 9TH ST , DELRAY BEACH, FL, 33444**

**📄 Booking ID: 17750457**

**📍 Pickup Details**

🕒 Scheduled Pickup Window: 12:00 PM to 12:30 PM

📞 5616499848

**📍 Dropoff Details**

📞 5616499848

LAKE SHORES DR AND LAKE SHORE DR IS THE SAME AS

Sat

2

9

- WELLINGTO... 9:45 AM
- WELLINGTO... 9:45 AM

16

23

30

6



# Cancel Trip



**pass WEB**

**YOSEMITE SAM**  
Client ID - 53474

- My Profile
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- Trips
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- Help
- Language Selection  
English

### Trip Details

Map data ©2019 Google | Terms of Use

Cancellation Reason  
Do not need trip!

Are you sure you want to cancel?

☰ Trip Details CANCEL TRIP ✕

Date	Thu, Mar 7	Payment Option	Cash or ticket ▾
Status	<span>S</span> Scheduled	Booking Purpose	Education

Sat 05

2

9  
● WELLINGTO... 9:45 AM  
● WELLINGTO... 9:45 AM

16

23

30

6

+

# Trip Cancelled Successfully!



Apps Sign in to Comcast AOL PTC Reporting MLB.com CSC Football Leagu... HEIZ BEIZ - CBSSp... ESPN: SiriusXM - Stream o... PASSWEB Transportation Stonebriar Chapter 6 DUEA

## pass WEB

YOSEMITE SAM  
Client ID - 53474

- My Profile
- Sign Out
- Trips
- Book Trip
- Feedback
- Help

Language Selection  
English

### Trip Details

**Trip Details**

Date	Thu, Mar 7	Payment Option	Cash or ticket
Status	<span>CA</span> Cancelled in Advance	Booking Purpose	Education
Cancel confirmation number	C010ED9B9		

**CLIENT HOME To DELRAY BEACH PLAYHOUSE, 950 NW 9TH ST , DELRAY BEACH, FL, 33444**

**Booking ID: 17750457**

<b>Pickup Details</b>	<b>Dropoff Details</b>
5616499848	5616499848

The trip has been cancelled successfully.

Sat  
2  
9  
• WELLINGTO... 9:45 A  
• WELLINGTO... 9:45 A  
16  
23  
30  
6

# Check Trip that was Cancelled





**YOSEMITE SAM**  
Client ID - 53474

- My Profile
- Sign Out
- Trips**
- Book Trip
- Feedback
- Help
- Language Selection  
English

☰ Trips

< March 2019 >

05

Sun	Mon	Tue	Wed	Thu	Fri	Sat
24	25	26	27	28	1	2
3	4	5	6	7 • DELRAY BEA... 12:00 PM • DELRAY BEA... 12:00 PM	8	9 • WELLINGTO... 9:45 AM • WELLINGTO... 9:45 AM
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	1	2	3	4	5	6

+

# Help Section



The screenshot displays the Pass Web application interface. On the left is a dark teal sidebar with the 'pass WEB' logo and user information for 'YOSEMITE SAM' (Client ID - 53474). The sidebar contains navigation options: My Profile, Sign Out, Trips, Book Trip, Feedback, Help (highlighted with a red arrow), and Language Selection (English). The main area shows a calendar for March 2019 with a 'Trips' header. A 'Help' modal is open, displaying a 'GLOSSARY' section with definitions for trip statuses: Scheduled (S), Unscheduled (U), No Show (NS), Arrived (A), and Cancelled (CA). The background calendar shows dates from 24 to 6, with trip events on the 9th and 16th.

**pass WEB**

YOSEMITE SAM  
Client ID - 53474

- My Profile
- Sign Out
- Trips
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- Language Selection  
English

Trips

March 2019

Sun	Mon	Tue	Wed	Thu	Fri	Sat
24	25	26	27	28	1	2
					9	16
					• WELLINGTO... 9:45 AM	• WELLINGTO... 9:45 AM
						23
						30
31	1	2	3	4	5	6

Help

GLOSSARY    KEYBOARD SHORTCUTS

This section provides users with definitions for some of the common terms that are used with this application.

- S** Scheduled: The trip has been booked and scheduled successfully.
- U** Unscheduled: The trip has been booked successfully but has not been scheduled yet.
- NS** No Show: The trip is a No Show if you did not show up at the scheduled pickup time.
- A** Arrived: The vehicle has arrived at the pickup location.
- CA** Cancelled: The trip has been cancelled.

# Vehicle ETA and Driver Information

The screenshot displays a ride-sharing application interface. At the top, a teal header contains the text "Trip Details" and icons for a printer and a close button. Below the header is a green banner with white text stating "Your ride is estimated to arrive in 21 minutes", with a large red arrow pointing to the right. The main area is a map showing the route from a drop-off location to a pickup location. The drop-off location is marked with a red pin and labeled "Drop Off Location CLIENT HOME". The pickup location is marked with a green pin and labeled "North Palm Beach". A red arrow points from the pickup location back to the drop-off location. Below the map, there is a section titled "Ride Information" with a red arrow pointing to the left. This section contains the following details:

Ride Information	
Vehicle Number	5713 MA
Driver Name	JOSEPH TOUSSAINT MA
Driver Badge Number	7182

# While On Board



**Trip Details** [Print] [Close]

**In Transit**

Map showing pickup location (CLIENT HOME) and drop-off location (ALZHEIMERS COMMUNITY CARE - LAKE WORTH, 1615 LAKE AVE, LAKE WORTH, FL, 33460). A red arrow points from the pickup location to the drop-off location.

Google [Map data ©2019 Google] [Terms of Use]

☰ Trip Details

- Pickup Location**  
CLIENT HOME
- Drop Off Location**  
ALZHEIMERS COMMUNITY CARE - LAKE WORTH, 1615 LAKE AVE, LAKE WORTH, FL, 33460

# Select “Feedback” to send a message



**pass WEB**

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- My Profile
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- Book Trip
- Feedback
- Help

Language Selection  
English

Trips

March 2019

Sun	Mon	Tue	Wed	Thu	Fri	Sat
24	25	26	27	28	1	2
3					8 PM	9
					8 PM	10
10					15	16
17					22	23
24					29	30
31	1	2	3	4	5	6

**Comments and Feedback**

Please use this form to file **complaints, suggestions and commendation**. This form is not intended for trip planning purposes.

Add your comments here\*\*

Comments field is required.

SUBMIT

WELLINGT... 9:45 AM  
WELLINGT... 9:45 AM  
WELLINGT... 11:30 AM

# How to exit PassWeb



**pass WEB**

**YOSEMITE SAM**  
Client ID - 53474

- My Profile
- Sign Out**
- Trips
- Book Trip
- Feedback
- Help
- Language Selection  
English

☰ Trips < March 2019 > 06

Sun	Mon	Tue	Wed	Thu	Fri	Sat
24	25	26	27	28	1	2
3	4	5	6	7	8	9
				<ul style="list-style-type: none"><li>• DELRAY BEA... 12:00 PM</li><li>• DELRAY BEA... 12:00 PM</li></ul>		<ul style="list-style-type: none"><li>• WELLINGT... 9:45 AM</li><li>• WELLINGT... 9:45 AM</li><li>• WELLINGT... 11:30 AM</li></ul>
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	1	2	3	4	5	6