



BINNAVI APPLICATION OPERATING INSTRUCTIONS



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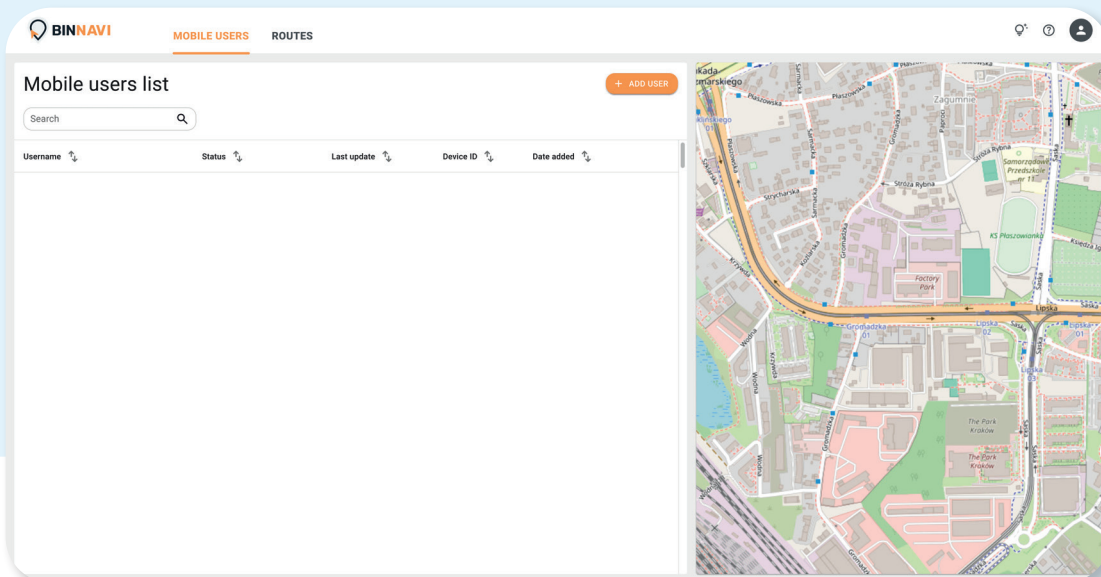
Step 1

Adding a driver



To add a driver to the team, click on the **Add User** button. You will be redirected to a new window.

+ ADD USER



← Adding a mobile user

CANCEL SAVE

Device ID

Username*

User description

Phone

Email

Comments

QR code expired

The QR code has expired and can no longer be used. Generate a new QR code to add a mobile user.

GENERATE CODE

Find and download our app at:

GET IT ON Google Play

Download on the App Store

Complete the field containing the **Username**. This can be the employee's name, vehicle registration number or another form of identification - the choice is yours. This is the only mandatory field.

Username*

Fields such as **User Description**, **Phone**, **Email** and **Comments** are optional, but completing them can make managing your team easier. You do not need to complete them at this stage - you can return to edit them later. Once completed, press **Generate Code**.

GENERATE CODE

← Adding a mobile user

CANCEL SAVE

Device ID

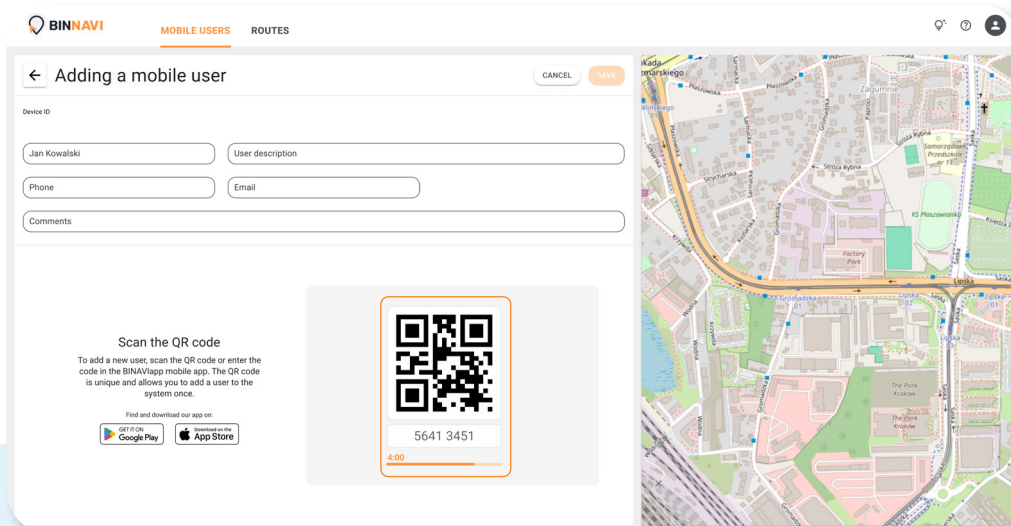
Username*

User description

Phone

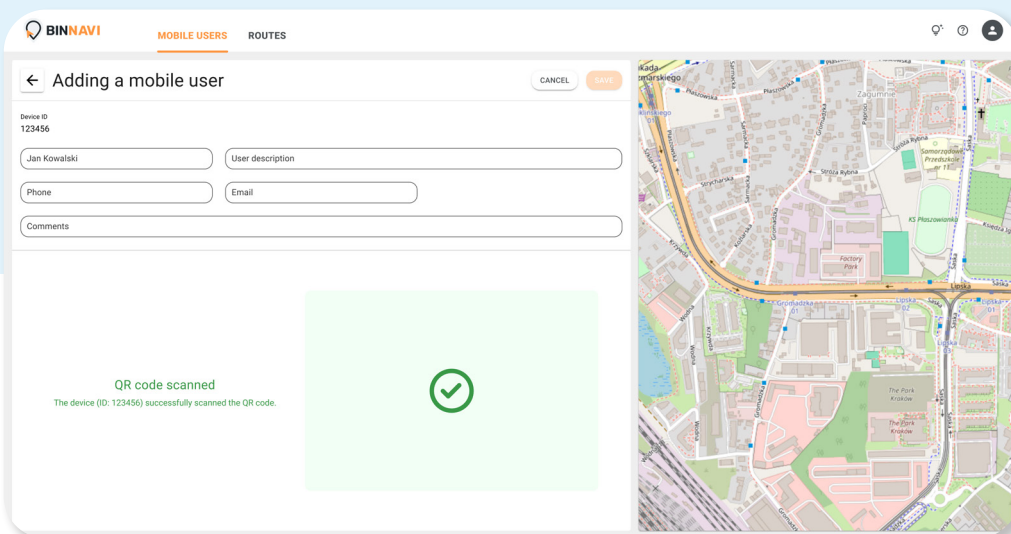
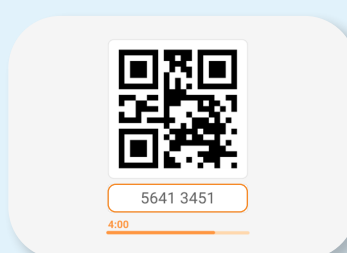
Email

Comments



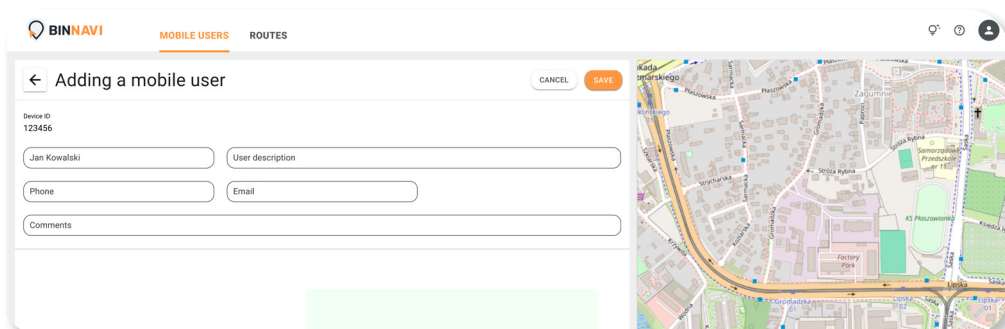
Give the QR code to the driver, who should scan it with their phone or other mobile device. Once scanned, the **BINNAVI** app will be downloaded and the login panel will automatically open. The driver does not need to enter any data - just scanning the code and the app will automatically link it.

Alternatively, you can give the driver a 8-digit code, which he or she should enter on the **BINNAVI** app.



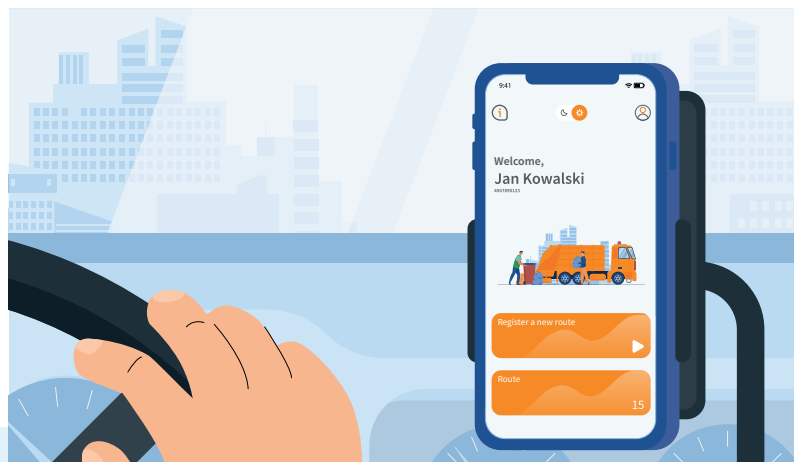
A green marker along with information about the scanned QR code will appear when the login has been carried out correctly.

After completing all these steps and ensuring that the code has been scanned or entered, press **Save**. The driver will be added to the list of users.



Step 2

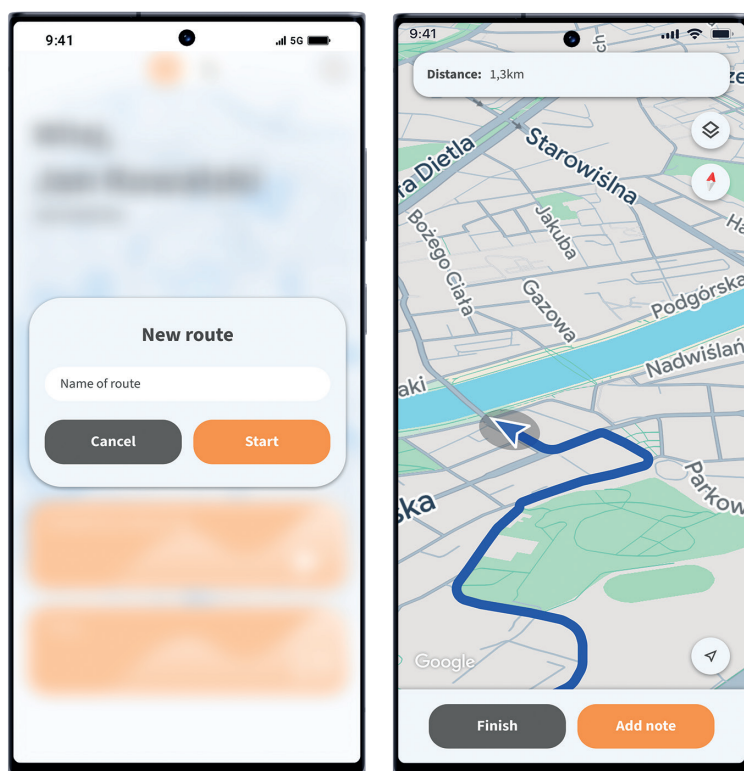
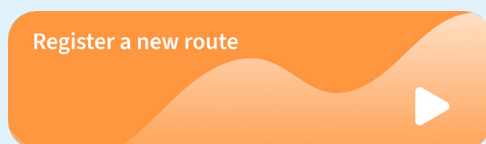
Register a model route



Once you have added a driver and assigned a smartphone or other mobile device, it is time to register a model route.

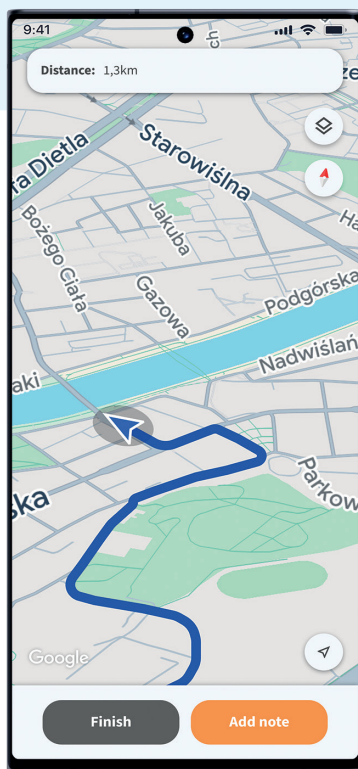
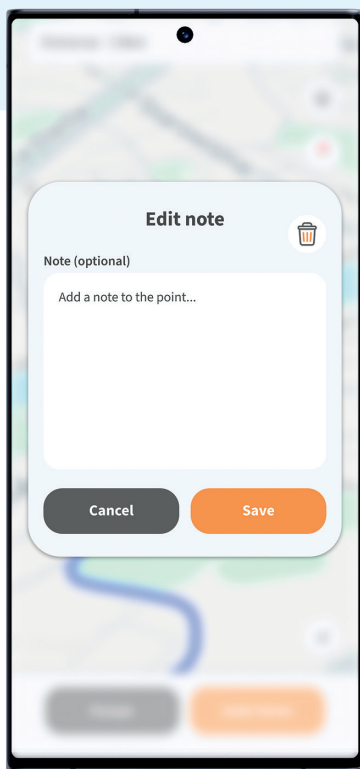
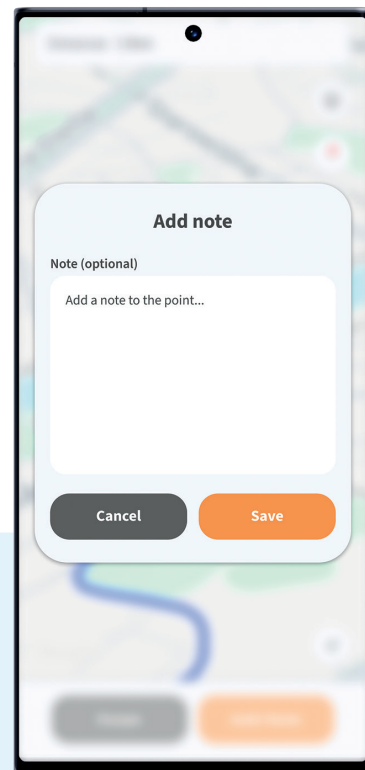
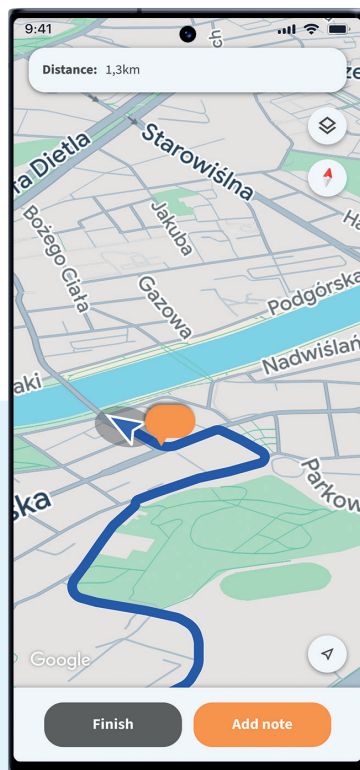
Open the **BINNAVI** app and press **Register new route**.

Enter the name of the route, and then press **Start**.



Start driving - the app will automatically record your location in the background, creating a model route.

You can enrich your route with useful notes at the stops. The **notes** can be about obstacles on the road, specific pick-up locations, the organisation of work on a particular section of the route or other relevant information.



To add a note, press the **Add Note** button and enter the note content. You don't have to do this right now - you can return to edit notes later, following the instructions in the **Editing a model route** section described in Step 3.

Add note

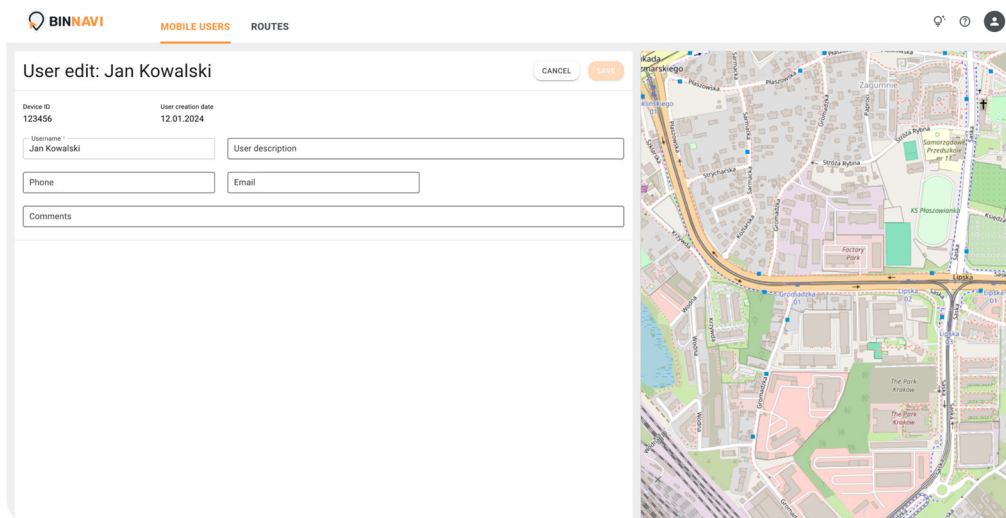
To finish recording the **route**, press the **Finish** button and confirm whether you want to save the model route or delete it. The saved route will be added to the list of model routes, from which you can later assign it to a particular driver.

User and route editing





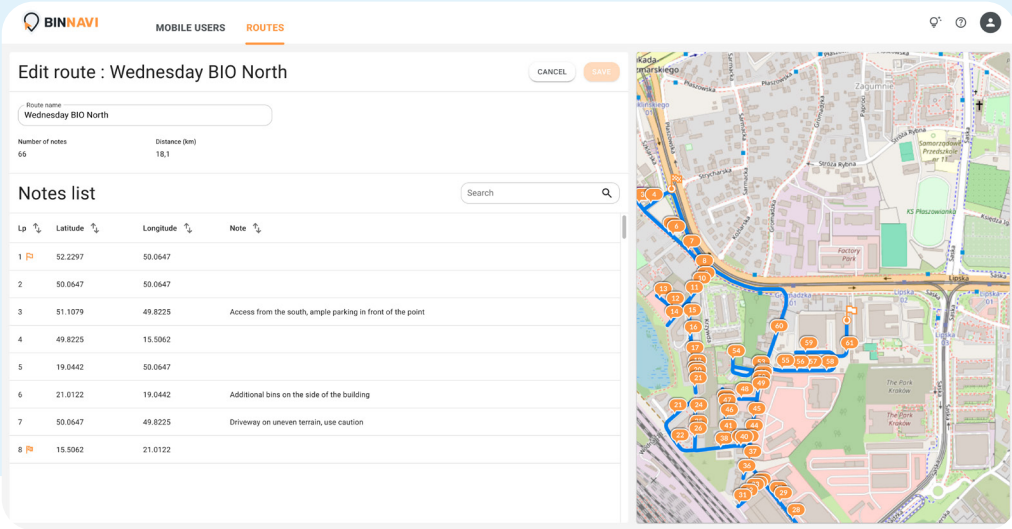
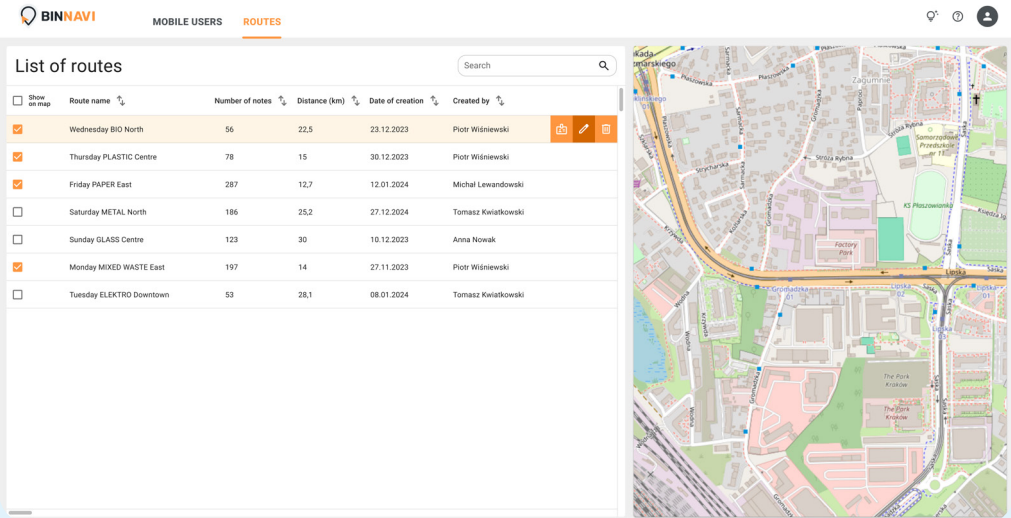




7

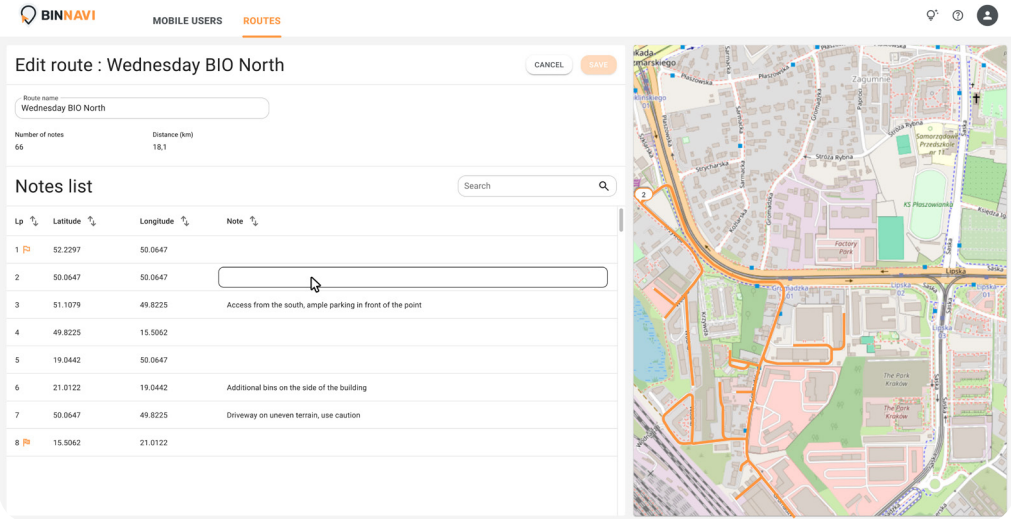
Editing a model route

To edit a model route, go to the **Routes** tab and then select the route you are interested in by hovering over it and clicking on the **Edit** button.

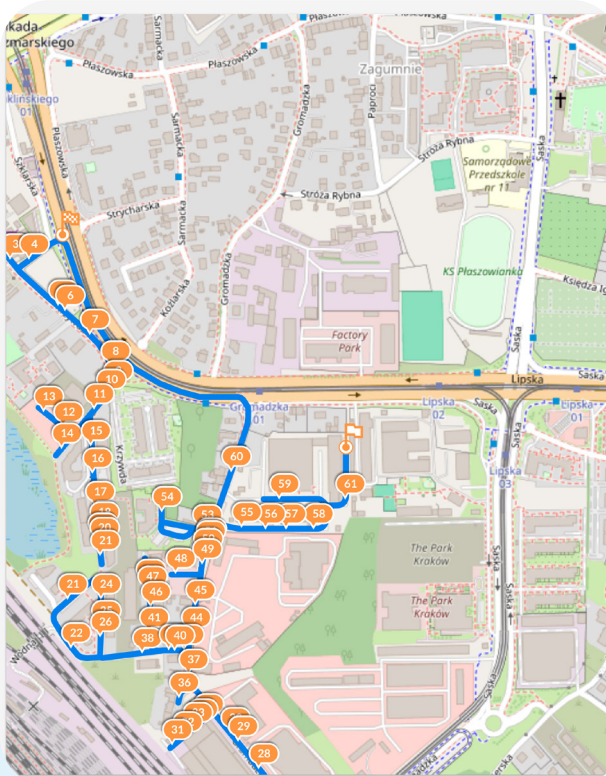


In the Edit Route window you will see the **Route Name** field, which you can edit, as well as information about the **Number of notes** on the route and the **Distance** expressed in kilometres.

In the **Notes list** section, you will find all the notes added during the registering of the model route. To edit a note, hover the cursor over its content and click on the field with its content, then editing is possible.



In addition, on the right side of the screen there is a preview of the model route with the points where the notes will be displayed marked. The notes are numbered according to the order in which they are displayed.



Once you have made your changes, click **Save** to save the edited route.

Edit route : Wednesday BIO North

CANCEL
SAVE

Route name

Wednesday BIO North

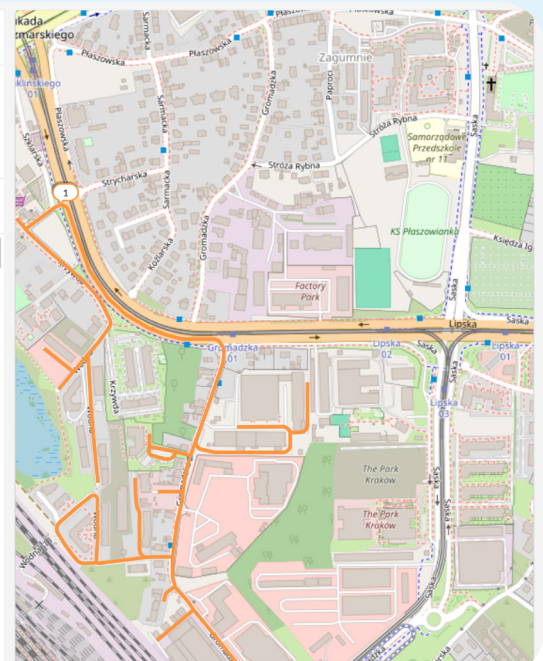
Number of notes
66

Distance (km)
18,1

Notes list


Search

Lp	Latitude	Longitude	Note
1	52.2297	50.0647	
2	50.0647	50.0647	Difficult access, no possibility to turn around
3	51.1079	49.8225	Access from the south, ample parking in front of the point
4	49.8225	15.5062	
5	19.0442	50.0647	
6	21.0122	19.0442	Additional bins on the side of the building
7	50.0647	49.8225	Driveway on uneven terrain, use caution
8	15.5062	21.0122	



Assigning model routes to drivers

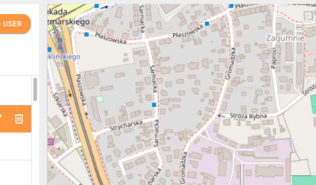



BINNAVI

MOBILE USERS
ROUTES

List of mobile users

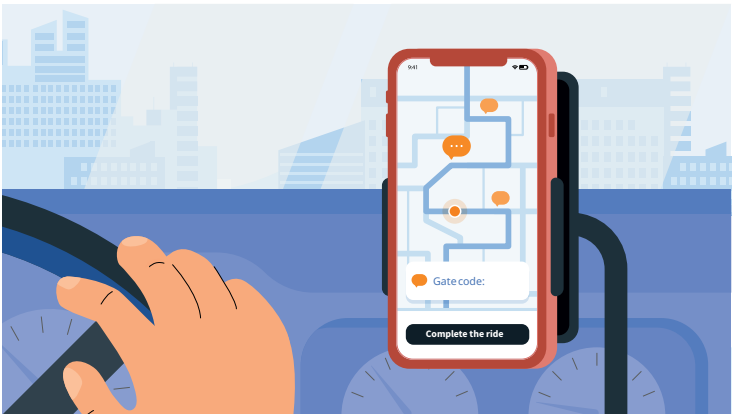
User name	Status	Last update	Device ID	Date added	
Jan Kowalski		01.12.2025	123456	01.12.2025	<div> <div>10</div> <div></div> <div></div> </div>
Anna Nowak		01.12.2025	234567	01.12.2025	
Piotr Wiśniewski		23.12.2024	345678	23.12.2024	
Maria Zielińska		17.12.2024	456789	17.12.2024	
Tomasz Kwiatkowski		14.10.2024	567890	14.10.2024	
Agnieszka Dąbrowska		10.11.2024	678901	10.11.2024	
Michał Lewandowski		05.11.2024	789012	05.11.2024	
Ewa Wozniak		28.10.2024	890123	28.10.2024	



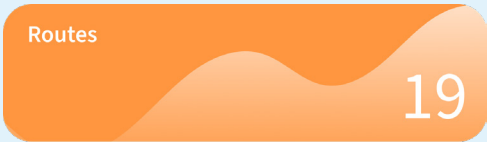
A new window will display a list of available model routes. When you click on a selected route, you will see a preview of the route on the map on the right side of the screen, together with the added notes.

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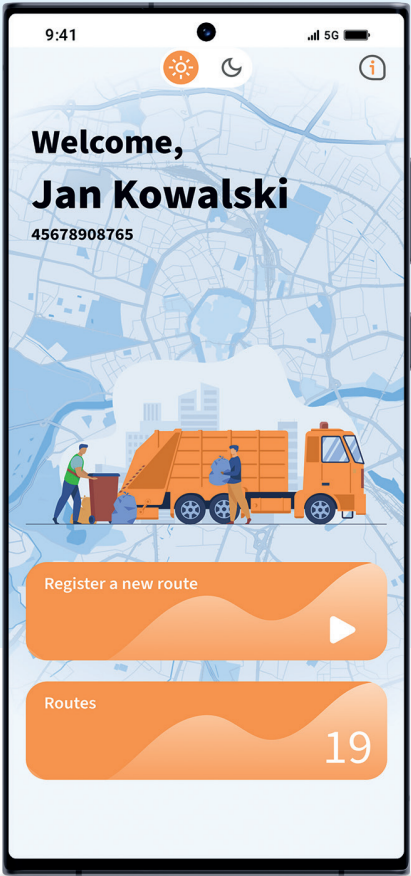
Replay model route



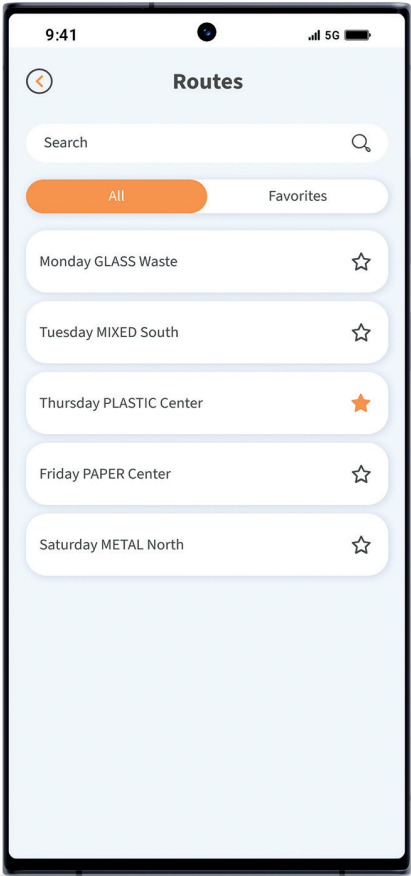
To replay a model route, go to the list of routes by pressing the **Routes** button.



19 Number of available routes





The routes displayed were assigned and shared from the team admin panel.



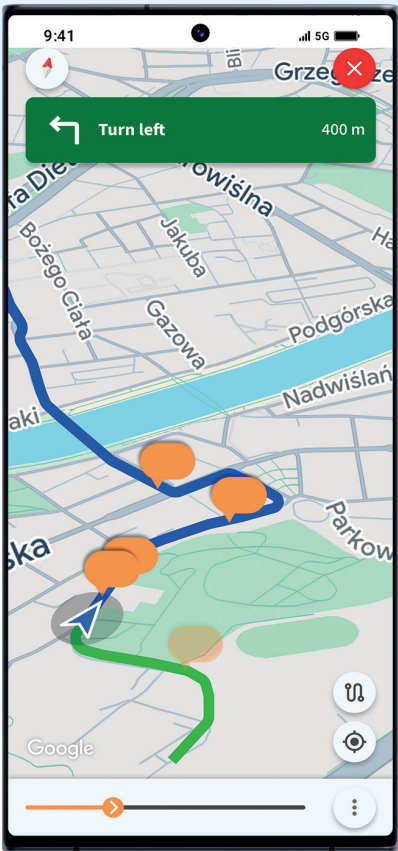
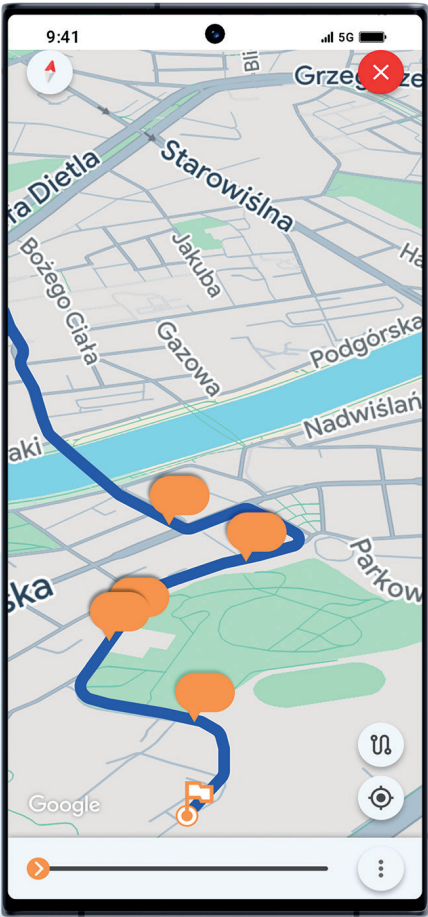
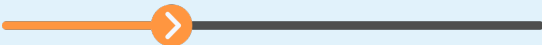

Favourite route

The route has start and end markers. Follow the marked trail.

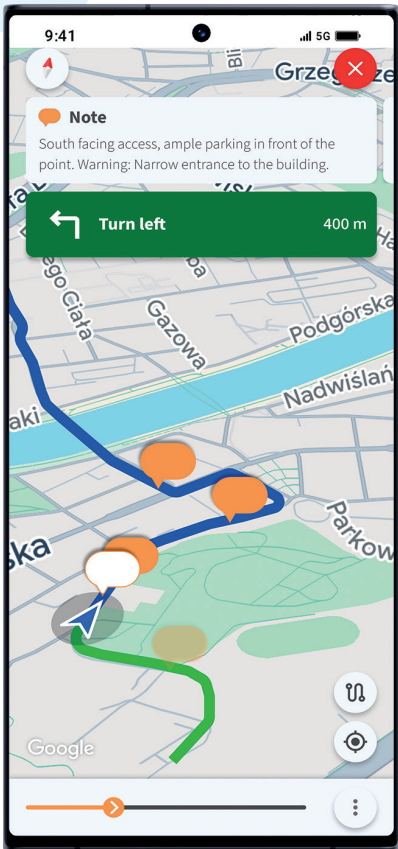
The parts of the route on the map that have been covered change colour.

-  Route travelled
-  Route to be travelled

At the bottom of the screen is a progress indicator that tells the driver how much of the model route has already been driven.



If you have added notes when recording your route, these will appear automatically as you approach the relevant location.



inactive note



inactive, past note



active note

To see the content of any note, press the balloon icon on the map. To close a note, swipe it left or right.

When you have completed the model route or want to end the ride, press the **Finish** button.



