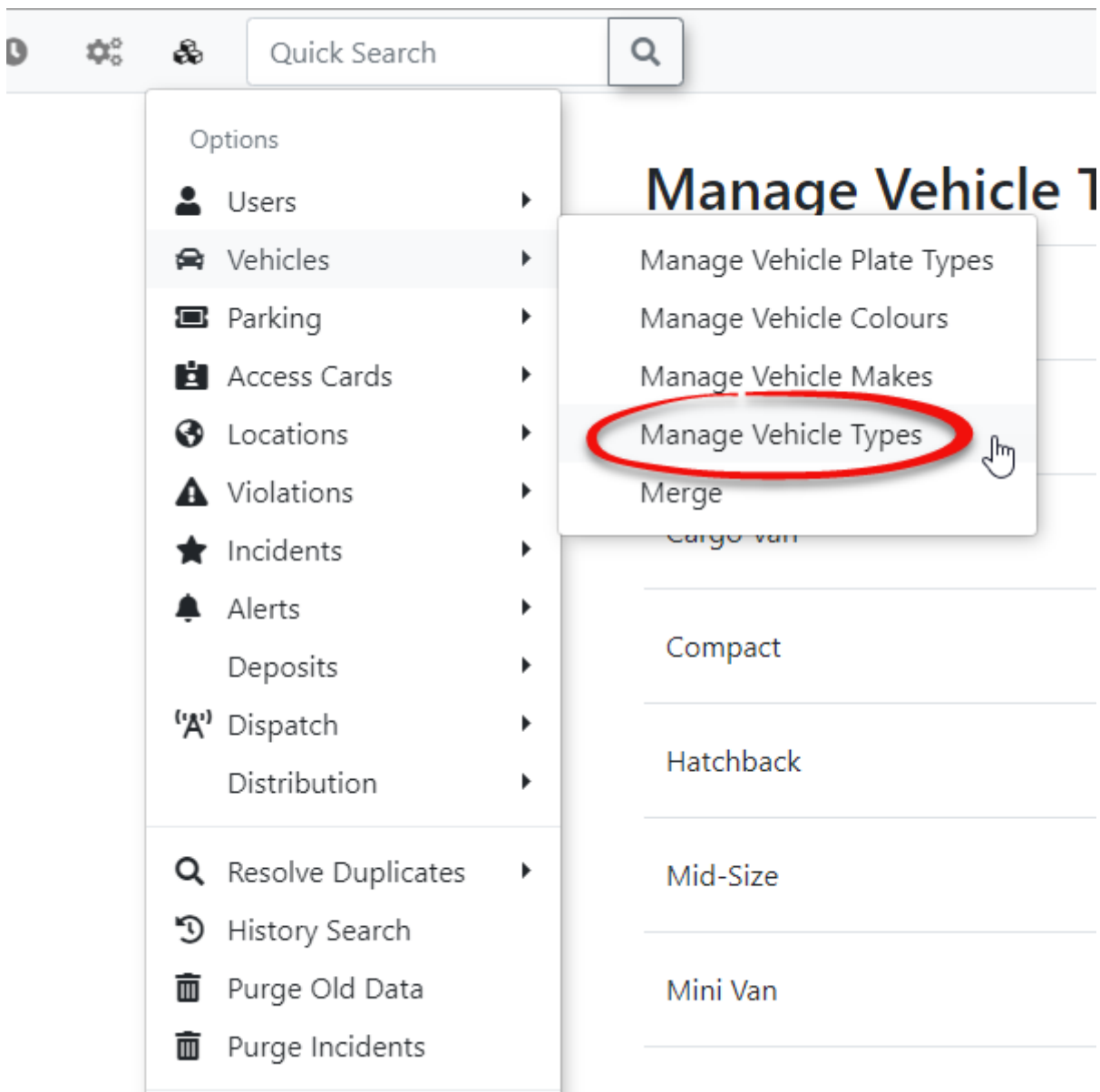


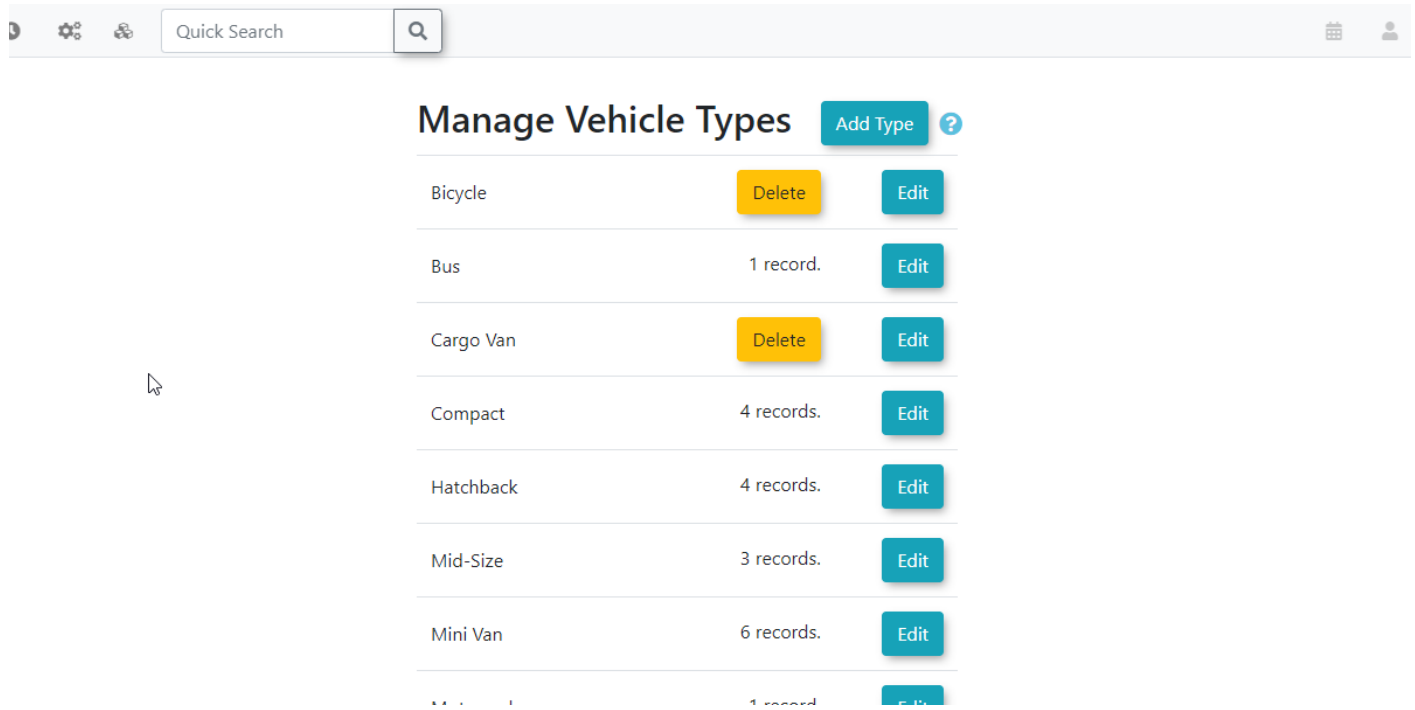
Vehicle Types

Managing Vehicle Types

Click **Admin Options**, **Vehicles** followed by **Manage Vehicle Types**.



The **Manage Vehicle Types** page displays with all of the available choices.

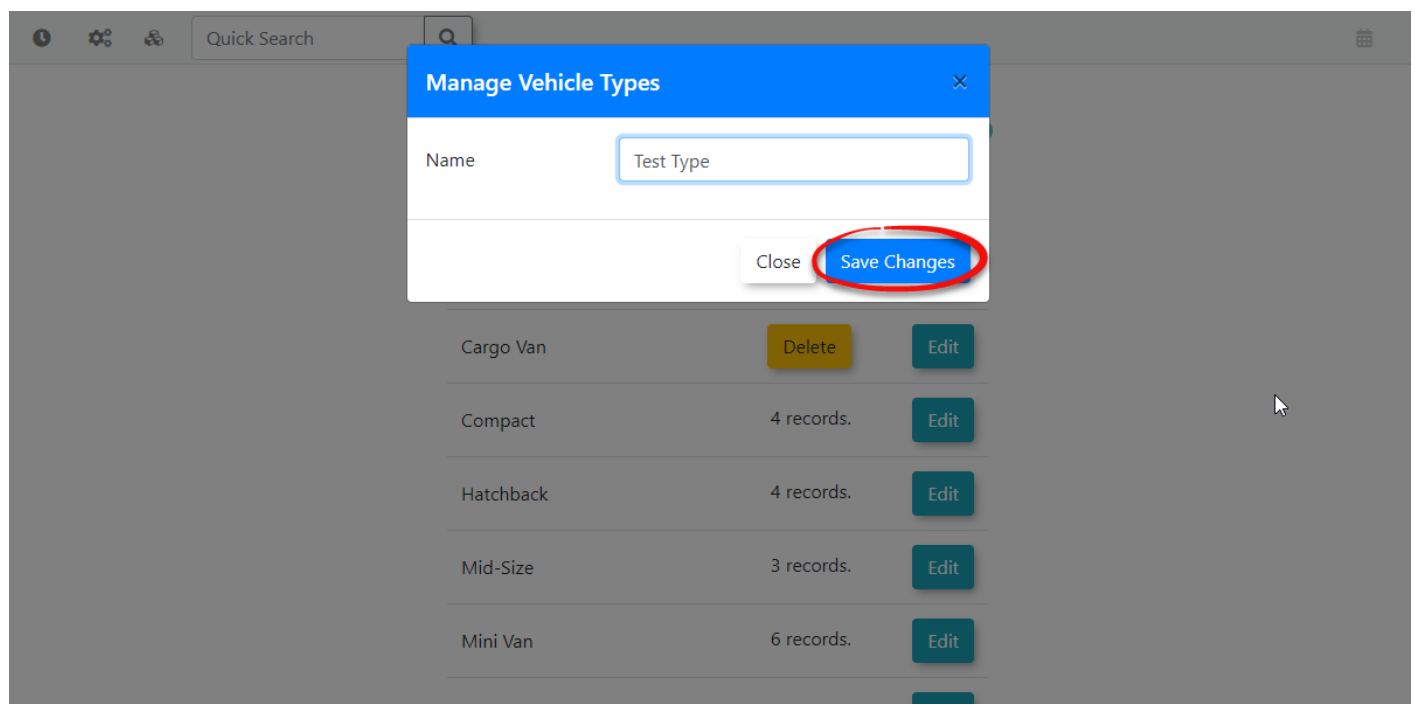


The screenshot shows the 'Manage Vehicle Types' page. At the top, there is a header bar with a 'Quick Search' input field and a magnifying glass icon. Below the header, the page title 'Manage Vehicle Types' is displayed next to an 'Add Type' button and a help icon. The main content is a table listing various vehicle types. Each row includes the vehicle type name, the number of records (or a 'Delete' button for some types), and an 'Edit' button. The vehicle types listed are Bicycle, Bus, Cargo Van, Compact, Hatchback, Mid-Size, Mini Van, and Motor Vehicle.

Manage Vehicle Types		
Bicycle	Delete	Edit
Bus	1 record.	Edit
Cargo Van	Delete	Edit
Compact	4 records.	Edit
Hatchback	4 records.	Edit
Mid-Size	3 records.	Edit
Mini Van	6 records.	Edit
Motor Vehicle	1 record.	Edit

Adding Vehicle Types

To add a new vehicle type click **Add Type** and complete the required field followed by **Save Changes**.

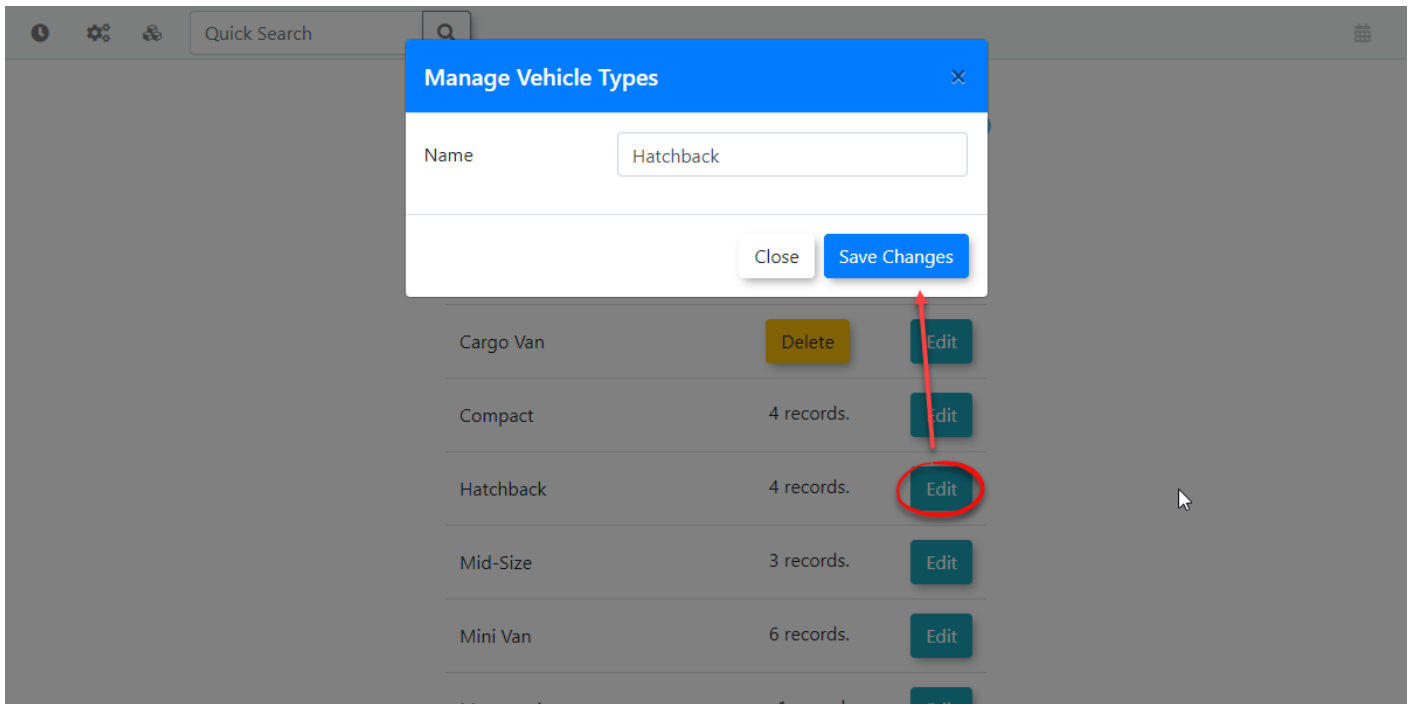


The screenshot shows the 'Manage Vehicle Types' modal form. The form has a blue header with the title 'Manage Vehicle Types' and a close button. Below the header, there is a 'Name' label and a text input field containing 'Test Type'. At the bottom of the form, there are two buttons: 'Close' and 'Save Changes'. The 'Save Changes' button is highlighted with a red circle. The background of the page is dimmed, showing the same table of vehicle types as in the previous screenshot.

Manage Vehicle Types		
Cargo Van	Delete	Edit
Compact	4 records.	Edit
Hatchback	4 records.	Edit
Mid-Size	3 records.	Edit
Mini Van	6 records.	Edit
Motor Vehicle	1 record.	Edit

Editing Types

To edit vehicle types click the **Edit** button next to the type you wish to make updates to. This will open a new modal window allowing you to change the existing name for that vehicle type.

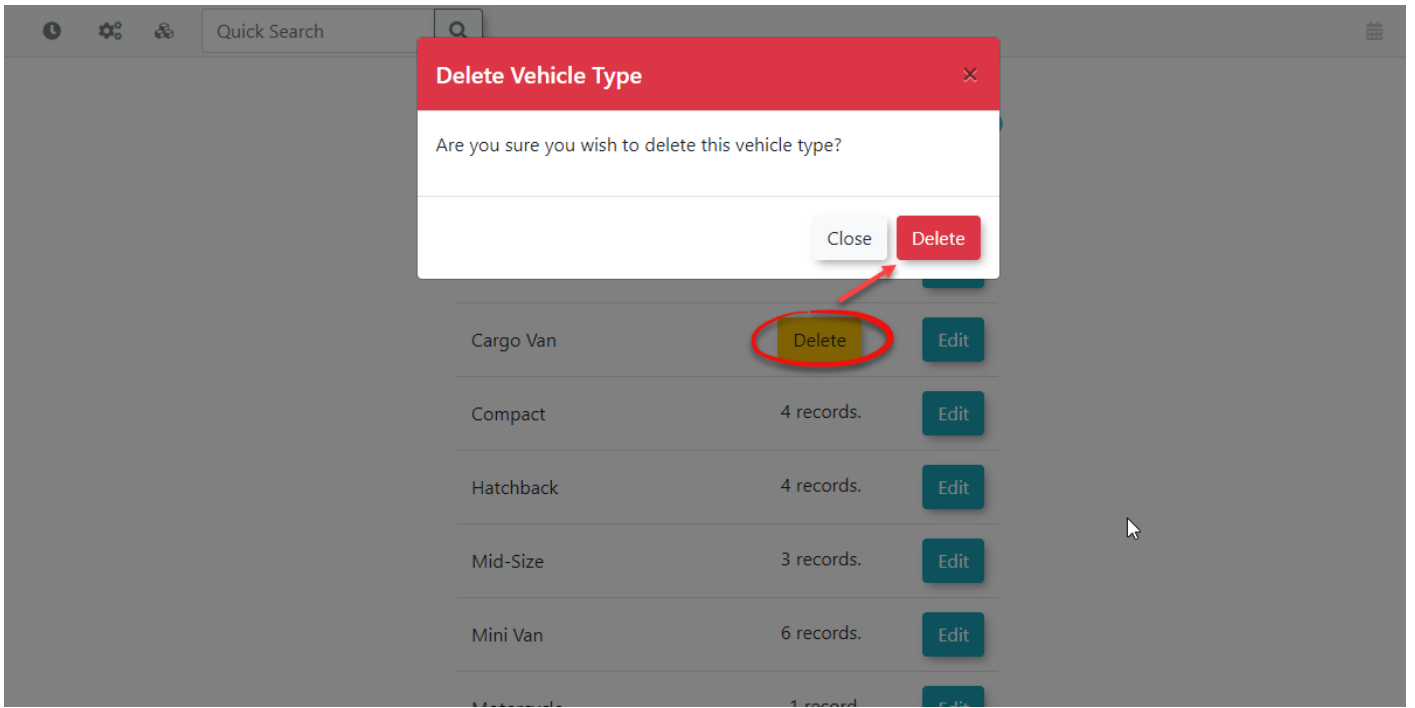


Deleting Vehicle Types

To delete vehicle types simply click the **Delete** button next to the type you wish to remove from the list. A modal window will appear asking you if you are sure you wish to delete this item.

Important

In order to delete vehicle types it must not be used in the system. Admins will first need to make sure that no users are using this type before it can be removed. This is to prevent vehicles from having blank information by deleting these types while they're in use.



Revision #2

Created 21 May 2024 11:32:51

Updated 15 November 2024 11:52:47