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1-888-RIDE-MATCH • ridesharedelaware.org



HOW TO RECORD TRIPS IN YOUR DAILY COMMUTE LOG



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LOG INTO YOUR PROFILE

Web Address: <https://tdm.commuterconnections.org/mwcog/CCHomePage.jsp?siteid=10007>

The screenshot shows a web browser window with the URL <https://tdm.commuterconnections.org/mwcog/CCHomePage.jsp?siteid=10007>. The page header includes the Rideshare Delaware logo and the text "a service of DART First State". A "HOME" button is visible in the top right corner. Below the header, there is a "WELCOME TO RIDESHARE DELAWARE" section. The main content area is divided into two columns. The left column contains a "QUICK LINKS" menu with items: Latest News, Bicycling, Services for Employers, Guaranteed Ride Home, Ridesharing, Carpool, Teleworking, Public Transportation, and Walking. The right column contains a "NEW USER? CREATE ACCOUNT" section with a "Create An Account" button. Below that is an "EXISTING MEMBERS" section with a login form. The login form includes fields for "Please Enter User Name:" and "Please Enter Password:", both of which are circled in red. A "Login" button is located below the password field. A note below the login form states: "(User Name and Password are case sensitive)". At the bottom of the page, there is a "Please Note" section with additional information.

WELCOME TO RIDESHARE DELAWARE

Welcome to the **Rideshare Delaware** registration page. From here, you can register for a commute carpool match, special event carpool match, and our Guaranteed Ride Home program.

NEW USER? CREATE ACCOUNT

Creating a Rideshare Delaware commuter profile gives you immediate access to our Guaranteed Ride Home program and carpool matching for commuting and special events.

EXISTING MEMBERS

Remember, keeping your commuter profile up to date provides you the highest-quality matches. If you have recently changed commute modes, jobs, or schedule, log in to update your info.

Please login:

Please Enter User Name:

Please Enter Password:

(User Name and Password are case sensitive)

Please Note:
If you are already a member of **Rideshare Delaware** you should have received a login ID and password in the mail. Please contact us at **1-888-RIDE-MATCH** if you need another copy of this information.
This site works best with Internet Explorer 7.x or Firefox 3.x.



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SELECT COMMUTE LOG ON DASHBOARD

The screenshot shows a web browser window with the URL <https://tdm.commuterconnections.org/mwcog/logincontrol.access>. The browser tab is labeled "RIDESHARE DELAWARE". The dashboard header includes the Rideshare Delaware logo and the text "a service of DART First State". Navigation buttons for "HOME" and "LOG OUT" are in the top right. A horizontal menu contains several options: "EDIT PROFILE", "RIDESHARING", "GUARANTEED RIDE HOME", "SPECIAL EVENTS", "FEEDBACK", and "COMMUTE LOG". The "COMMUTE LOG" button is circled in red. Below the header, a "QUICK LINKS" sidebar lists various services. The main content area is titled "WELCOME TO RIDESHARE DELAWARE" and includes a personalized welcome message for "JAMIE GRADOVILLE". It offers options to "REQUEST A RIDEMATCH", "UPDATE COMMUTER PROFILE", and "CARPOOL TO A SPECIAL EVENT". A reminder to update the commuter profile is also present. The page concludes with a definition of Ridesharing, a link to learn more about the program, and a list of RSDE features including on-demand searches, interactive mapping, and flexible search parameters.



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FOR FIRST TIME USERS – SET UP YOUR DEFAULT COMMUTE

https://tdm.commuterconnections.org/mwocog/CCCommuterLogProfile.jsp

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HOME LOG OUT

EDIT PROFILE RIDESHARING GUARANTEED RIDE HOME SPECIAL EVENTS FEEDBACK COMMUTE LOG

DAILY COMMUTE LOGS PROFILE

Hi JAMIE GRADOVILLE,
Please set up your standard (default) commute profile below. This commute profile will automatically load to make logging your commute easy, and you always have the option to modify your commute.

Trip 1: Home To Work

Leg	From	To	How I Traveled	Distance
1 *	Home	Work	Telework	51 miles
2 *				miles

Trip 2: Work To Home

Leg	From	To	How I Traveled	Distance
1 *	Work	Home	Telework	51 miles
2 *				miles

Save Profile >>

- For this screen, enter the commute method you utilize most often in your work week.
- Each “Trip” allows 2 legs. For example, if you drive to a carpool lot and meet your partner at the lot, include your first leg as **Drive Alone** from Home to Park & Ride and second leg as your **Carpool**.
- **TIP:** Be sure the miles of each segment of your trip are accurate under the “distance” section. If you Telework, indicate the number of miles it is from your home to work.



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FOR RETURNING USERS – RECORDING YOUR DAILY COMMUTE

- Click on the day you want to enter your commute
- Enter the appropriate commute information – Make sure you hit **“Save Log”**
- **TIP:** You may only record your commutes 7-10 days prior. We recommend entering once or twice a week if not every day!

COMMUTER CHALLENGE
APRIL 1 – APRIL 12, 2013

The City of Alexandria Commuter Challenge is a friendly competition between Alexandria employers that encourages all forms of alternative transportation.

DAILY COMMUTE LOGS CALENDAR
March 2013

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

Trip Summary

Travel Mode Used	Trips	Percentage
• Transit	0	0%
• Carpool	0	0%
• Bike	0	0%
• Walk	0	0%
• Telework	0	0%

Save Log

• Total Vehicle Miles Traveled
• Total Pollution Reduced
• NOx Reduced (in grams)
• VOC Reduced (in grams)
• PM Reduced (in grams)
• CO2 Emission Credits
• Fuel Saved (in Gallons)
• Fuel Cost Savings in 2.603)
• Commuter Cost Savings (VMR * 56.6 cents)
• Fuel Saved (Gallons)
• Fuel Saved (Dollars)

* Based upon an estimate to operate a vehicle.

DAILY COMMUTE LOGS
Commute Trip Date: 03/21/2013

Trip 1: Home To Work

Leg	From	To	How I Traveled	Distance
1 *	Home	Work	Telework	51 miles
2 *				miles

Trip 2: Work To Home

Leg	From	To	How I Traveled	Distance
1 *	Work	Home	Telework	51 miles
2 *				miles

* Required << Return to Calendar Clear Log Save Log >>



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HELPFUL HINTS

DAILY COMMUTE LOGS

Commuter Trip Date: 03/20/2013

Trip 1: Home To Work

Leg	From	To	How I Traveled	Distance
1 *	Home	Work	Drive Alone	0 miles
2 *				miles

Trip 2: Work To Home

Leg	From	To	How I Traveled	Distance
1 *	Home	Work	Drive Alone	0 miles
2 *				miles

* Required

<< Return to Calendar Clear Log Save Log >>

- If you mistakenly save the wrong information on a day you did not work, set your “How I Traveled” to **Drive Alone** and the mileage as **0**.
 - The Clear Log → Save Log feature will not work.



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HELPFUL HINTS

Edit Commute Log Profile

March 2013						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					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						

Commute Log for 03/04/2013
Did not log the commute.

Trip Summary		
Travel Mode Used	Trips	Percentage
• Transit	0	0%
• Carpool	0	0%
• Bike	0	0%
• Walk	0	0%
• Telework	68	100%

Savings Summary	
• Total Vehicle Miles Traveled (VMT):	2,796
• Total Pollution Reduced (in tons):	1.4
• NOx Reduced (in grams):	1,680
• VOC Reduced (in grams):	1,063
• PM Reduced (in grams):	66
• CO2 Emission Reduced (in grams):	1,307,565
• Fuel Savings in Gallons (FG1 = VMR / 25.2):	111
• Fuel Cost Savings in Dollars (FG1 * 2.603):	289
• Commuter Cost Savings in Dollars (VMR * 56.6 cents):	\$1,583*
• Fuel Saved (Gallons)	111.0
• Fuel Saved (Dollars)	\$278

* Based upon an estimated cost of 56 cents per mile to operate a vehicle.

- The system does not allow you to review your commutes once they have turned gray (Ex: March 4th shown) but your trips were recorded.
- Utilize your Trip Summary menu on the right to see your overall statistics. In this example, 68 telework trips were recorded. Generally, 2 trips = 1 day, therefore 34 days have been recorded in 2013 for this user.



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FURTHER QUESTIONS

For additional troubleshooting, contact
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