

# **Transport Connected Bus Program**

Quick Reference Guide (QRG)
Generate a Detail Report in Traffic Studio v0.1

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## **Overview**

Bus Operators and TfNSW Contract Managers can use Traffic Studio to validate reports, seek data on various scenarios to answer queries and investigate events.

How to compare planned and actual route data

Bus Operators and Contract Managers require detailed information of planned vs actual route data, which is found via a Detail Report.

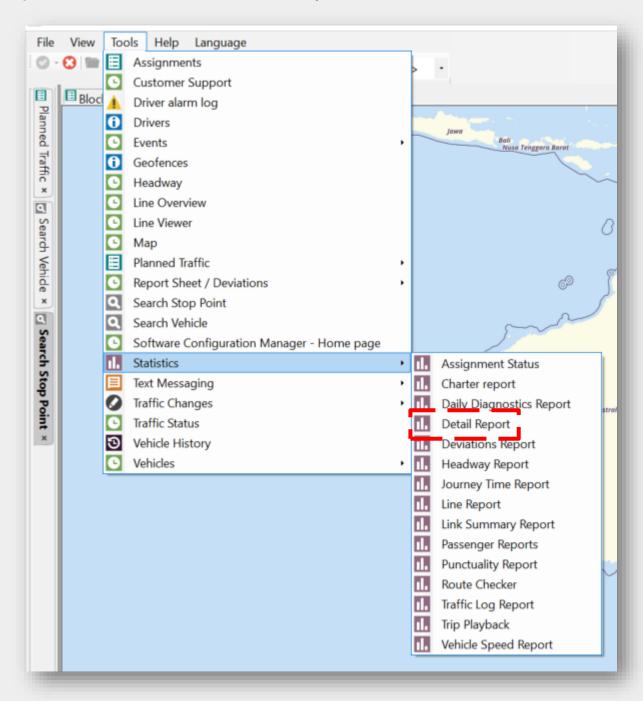
There is provision to examine historical route data to confirm activities enroute.



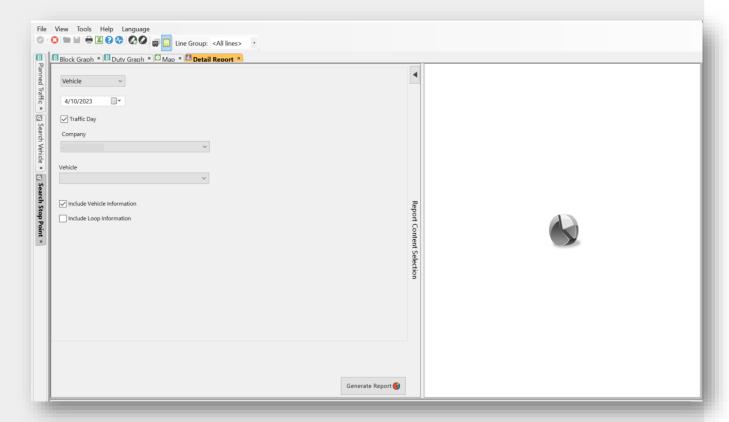
#### **How to Generate a Report in Traffic Studio**

A Detail Report gives a detailed view of a Vehicle, Block, Line/Journey or Duty. The report details each activity on the journey.

Step 1 - Select Tools - Statistics - Detail Report



#### The **Detail Report screen** appears.



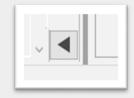
Note: The Detail Report screen is divided into two sections. The left window is where you define your parameters for the report you require, and on the right is where the report will appear.

#### Minimise Tool Windows to get more screen space

Before you begin working with the Detail Report (or any Traffic Studio report), you can minimise the **Left Tool Window** and the **Bottom Tool Widow** to give yourself more space to work and more screen space to see the full report, when you have generated it.

Click the **black arrow** in the Left Tool Window to minimise the window, click the **black arrow** in the Bottom Tool Window to minimise it.

This can be adapted as a standard procedure for using any of the reports in Traffic Studio.



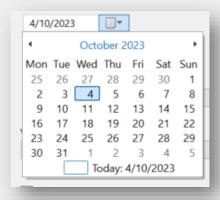
Note: Those black arrows will remain visible on your screen.

To maximise/restore the Left Tool Window and the Bottom Tool Window, click on those arrows again to restore your view of those tools.

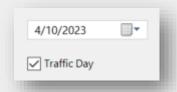
**Step 2** - Select either **Vehicle**, **Block**, **Line/Journey** or **Duty**.

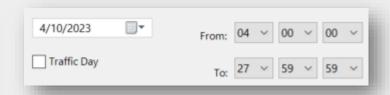


Step 3 - Select the date for your report.

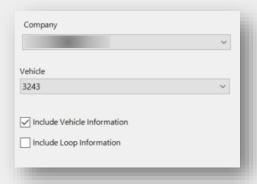


**Step 4** – Either leave **Traffic Day** checked, to view data for the whole day or uncheck and manually select the desired time period.

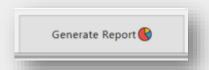




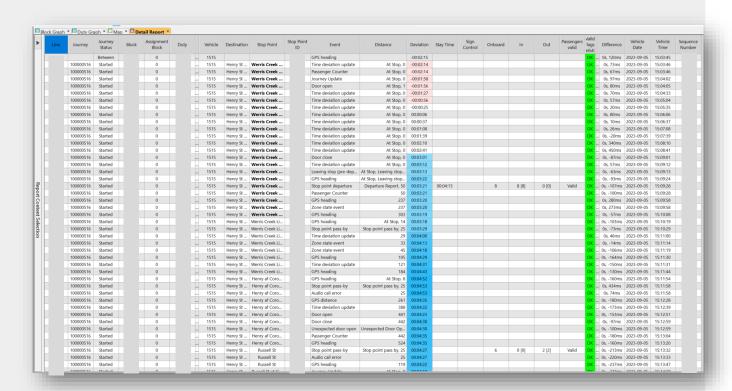
**Step 4** – Your company name will populate automatically. Select the **Vehicle**, **Block**, **Line/Journey** or **Duty** from the list.



**Step 7** - Click **Generate Report** to generate the report.

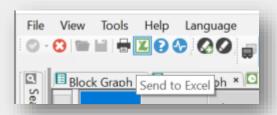


Step 8 - The report now will load with your contract's data.



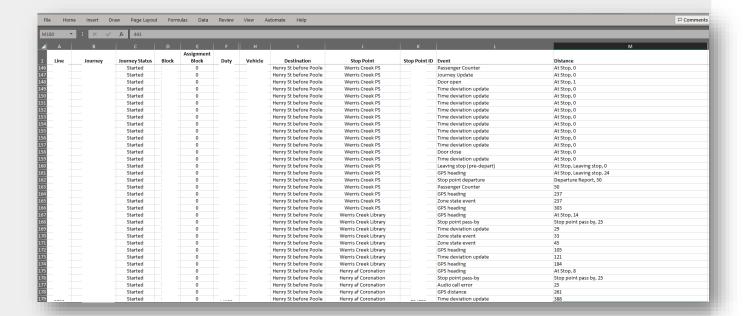
When you have finished with the report, you can close it by clicking on the **X** in the **Detail**Report orange highlighted Detail Report \*

**Step 9** - If you wish to keep and perform statistical analysis of the data, click the **export to Excel button** in the function bar.



Step 10 - Choose where to save your file.

**Step 11** - Open the **Excel file.** The spreadsheet can be manipulated using the standard statistical and data sorting tools found in Excel.



## **Glossary of Detail Report terms**



Label	Contains
Line	Route number e.g. S133 or S253
Journey	The Trip ID is created by the operator – each journey is a unique number e.g., 1000000445 or 100793759
Journey	Status of the journey, either:
Status	<ul> <li>Between (traveling to/from trip)</li> <li>Started (currently on a trip)</li> <li>Ended (trip complete)</li> </ul>
Block	Block associated with this trip e.g., AM33 or PM677
Assignment Block	N/A
Duty	Duty associated with this trip e.g., AM33 or PM677
Driver	Name of driver who logged into the driver console
Vehicle	Vehicle number e.g., 1515 or 8078
Destination	Trip destination
Stop Point	Stop point on the route
Stop Point ID	ID of Stop Point
Event	Actions including door open, door close, passenger counter triggered, stop point pass-by, and more
Distance	Distance to next stop
Deviation	The deviation between the timetable and actual event, with a colour-coded category (early: -1 min 59 seconds, late: 5 mins 59 seconds)
	<ul> <li>Red = early</li> <li>No colour = on time</li> <li>Blue = late</li> </ul>

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Stay Time	The time spent at the stop
Sign Control	N/A
Onboard	Number of passengers currently onboard the vehicle
In	Number of passengers who entered the vehicle
Out	Number of passengers who departed the vehicle

### Who do I contact if I have more questions?

If you have any questions or concerns, please: email  $\underline{\mathsf{TCB}.\mathsf{Team} \underline{\texttt{o}transport}.\mathsf{nsw}.\mathsf{gov}.\mathsf{au}}$ 

If you are not yet live with TCB; or raise a ticket via OT Connect if you are already live with TCB.