

# Using the AccidentPlan Road Ready Portal



**AccidentPlan**<sup>TM</sup>  
You're Road Ready

Using your browser, go to [roadready.accidentplan.com](https://roadready.accidentplan.com)



www.accidentplan.com Telephone: 888-USA-1050 (888-872-1050) E-mail: info@accidentplan.com

AccidentPlan™  
You're Road Ready

ABOUT PLATFORM TRAINING BENEFITS CONTACT NEWS

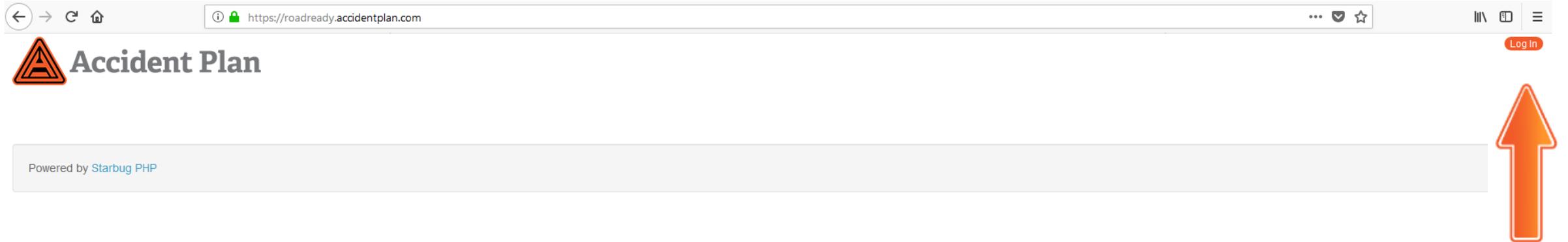
**SOME ACCIDENTS ARE UNAVOIDABLE.**

It's important for drivers to have the right training, tools, and level of accident preparedness.

LEARN MORE >

Or use the login link from [accidentplan.com](https://accidentplan.com).

# Road Ready Landing Page – Select Login



# Login Screen



## Accident Plan

Username

Password \*

Log In

[Forgot Your Password?](#)

Powered by [Starbug PHP](#)

Log in using the same User ID and Password used to access the app on your phone.

# Dashboard



## Accident Plan

Users

Reports

Organization

DASHBOARD

Powered by [Starbug PHP](#)

- Select Users To: View, Edit, Add or Delete Users, Reset Passwords
- Select Reports To: View, Download Reports
- Select Organization To: View, Edit, Add or Delete Admins on Notification List

# Users

Accident Plan

TESTING ORGANIZATION - KG Welcome

Logout

Users Reports Organization

USERS

1. [Search Bar] Any Group Search

3. New User + Export CSV Import CSV

First Name	Last Name	Email	2. User ID	Organization	Last Visit	Groups	Options
Rocky	Squirel	Rocky	Rocky@Rocky.com	TESTING ORGANIZATION - KG	1970-01-01 00:00:00		[Bar Chart] [Mobile] [Edit] [X]
Ben	Franklin	Ben	Ben@Ben.com	TESTING ORGANIZATION - KG	2018-09-14 05:48:09		[Bar Chart] [Mobile] [Edit] [X]
Spider	Man	Spidey@Hero.com	Spidey	TESTING ORGANIZATION - KG	0000-00-00 00:00:00	Customer Admin, User	[Bar Chart] [Mobile] [Edit] [X]
James	Kirk	Kirk	JamesT@Enterprise.com	TESTING ORGANIZATION - KG	1970-01-01 00:00:00		[Bar Chart] [Mobile] [Edit] [X]

4. [Edit Icon] 5. [Delete Icon]

1. Type in search bar to search.
2. Select any header name and toggle to sort entire list A to Z or Z to A.
3. Select New User to add a user.
4. Select Edit icon to edit and existing user
5. Select X to delete a user
6. Select Export CSV to download list of all users

# New Users

## NEW USER

### User Information

First Name \*

Last Name \*

User ID \*

Email \*

Save

### Login Credentials

Phone Number \*

Password \*

Password Confirm

Status

Select a status



1. Enter all information in all fields. (No need to select status – field inactive).
2. Always remember to **save!**

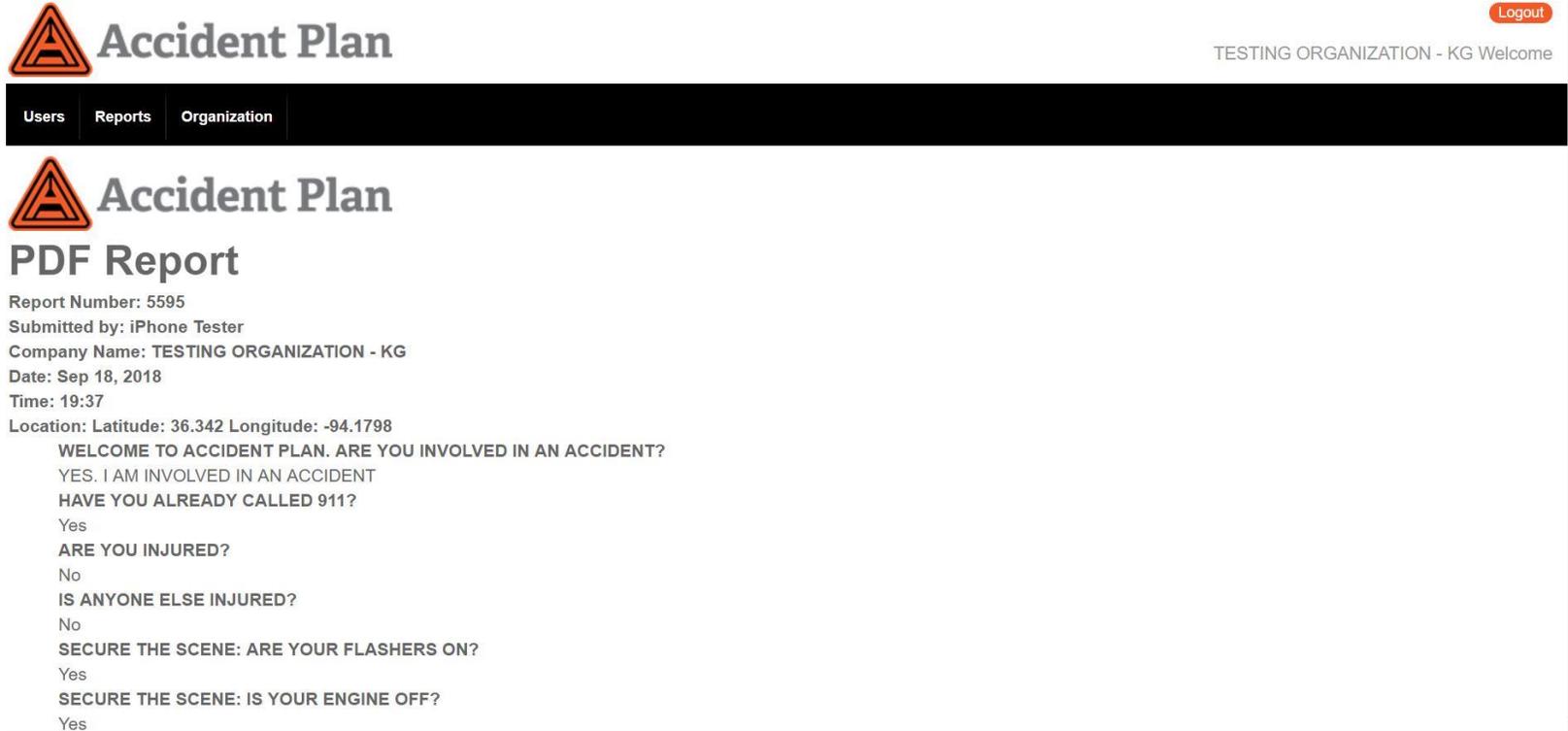
# Reports

The screenshot shows the 'Accident Plan' web application interface. At the top left is the logo and name 'Accident Plan'. At the top right, there is a 'Logout' button and the text 'TESTING ORGANIZATION - KG Welcome'. Below the header is a navigation bar with 'Users', 'Reports', and 'Organization' tabs. The main content area is titled 'REPORTS' and contains a search bar (callout 1) and an 'Export CSV' button (callout 4). Below the search bar is a table with columns: 'Id', 'Owner' (with a toggle arrow and callout 2), 'Created', and 'Options'. The table contains four rows of report data. The 'Options' column for each row contains a question mark icon (callout 3) and a document icon.

Id	Owner	Created	Options
3589	kathleen@accidentplan.com	2016-05-10 16:48:16	? [document icon]
3593	kathleen@accidentplan.com	2016-05-12 10:03:14	? [document icon]
4408	kathleen@accidentplan.com	2017-01-18 08:24:57	? [document icon]
4409	kathleen@accidentplan.com	2017-01-19 15:36:25	? [document icon]

1. Type in search bar to search for report number or user.
2. Select any header name and toggle to sort entire list A to Z or Z to A.
3. Select report icon to view a report.
4. Select Export CSV to download list of all report numbers, owner and date created.

# Report Sample



The screenshot shows a web application interface for 'Accident Plan'. At the top left is a logo consisting of a triangle with an 'A' inside. To its right is the text 'Accident Plan'. In the top right corner, there is a 'Logout' button and the text 'TESTING ORGANIZATION - KG Welcome'. Below this is a navigation bar with three tabs: 'Users', 'Reports', and 'Organization'. The main content area displays the 'Accident Plan PDF Report' for report number 5595. The report details include: Submitted by: iPhone Tester, Company Name: TESTING ORGANIZATION - KG, Date: Sep 18, 2018, Time: 19:37, and Location: Latitude: 36.342 Longitude: -94.1798. The report content consists of a series of questions and answers: 'WELCOME TO ACCIDENT PLAN. ARE YOU INVOLVED IN AN ACCIDENT?' (Yes), 'HAVE YOU ALREADY CALLED 911?' (Yes), 'ARE YOU INJURED?' (No), 'IS ANYONE ELSE INJURED?' (No), 'SECURE THE SCENE: ARE YOUR FLASHERS ON?' (Yes), and 'SECURE THE SCENE: IS YOUR ENGINE OFF?' (Yes). At the bottom of the report area, there are two buttons: 'Download PDF' (green) and 'Cancel' (red).



Scroll to view an entire report.



Download a PDF of entire report.

# Report Sample

100  
SECURE THE SCENE: IS YOUR ENGINE OFF?  
Yes  
SECURE THE SCENE: ARE YOUR TRIANGLES OUT?  
Yes  
SECURE THE SCENE: ARE YOUR PARKING BRAKES APPLIED?  
Yes  
TAKE MULTIPLE PHOTOS OF THE SCENE WHILE IT IS FRESH! USE THE CAMERA ICON BELOW.



SHOOT AS MANY OF THESE AS POSSIBLE: -WIDE SHOTS OF THE SCENE -ALL VEHICLES PATHS OF TRAVEL -SKID MARKS, DEBRIS AND DAMAGED PROPERTY

## WITNESSES

Page 1

- o ARE THERE ANY WITNESSES TO THIS ACCIDENT?  
Yes
- o PRESS RECORD, THEN ASK THE WITNESS TO STATE THEIR NAME AND EXPLAIN WHAT THEY SAW.  
[Download da4ee1c4-ce79-ed39-603d-fe1bcbbc615f.mp4](#)

## OFFICER

Page 1

- o ASK THE INVESTIGATING OFFICER FOR A BUSINESS CARD AND TAKE A PHOTO OF IT.

**Download individual images from report. Originals stay on the system.**



**Download MP4 files to listen to audio recordings. Original stays on the system.**



# Organization

## UPDATE ORGANIZATION

Name \*

 **1.**

Address \*

Address2

Contact Options \*

Options
email: Kathleen Grueneberg <b>3.</b>

+ New **2.**

Save **4.** Cancel

1. Edit organization information.
2. Add administrators to notification list
3. Select to edit or delete existing administrator notifications.
4. Always remember to **SAVE on the organization page after you add admin notifications!**

# Administrator Notifications

NEW CONTACT OPTION

Name **1.**

Type \* **2.**

Select a contact type

Phone/Email \* **3.**

Save Cancel

**4.**

1. Enter new or edit current administrator notification.
2. Select Email from the drop down list\*
3. Enter Email address\*
4. Always remember to **save!**

(\*Text capabilities not currently available.)

# Support

Make sure you log out  
at the end of a session.



Accident Plan

Logout

TESTING ORGANIZATION - KG Welcome

Users Reports Organization

**For assistance, please don't hesitate to contact customer support.**

**Email - [support@accidentplan.com](mailto:support@accidentplan.com)**

**Call Kathleen at - 636-544-6710**

**Thank you for choosing AccidentPlan!**