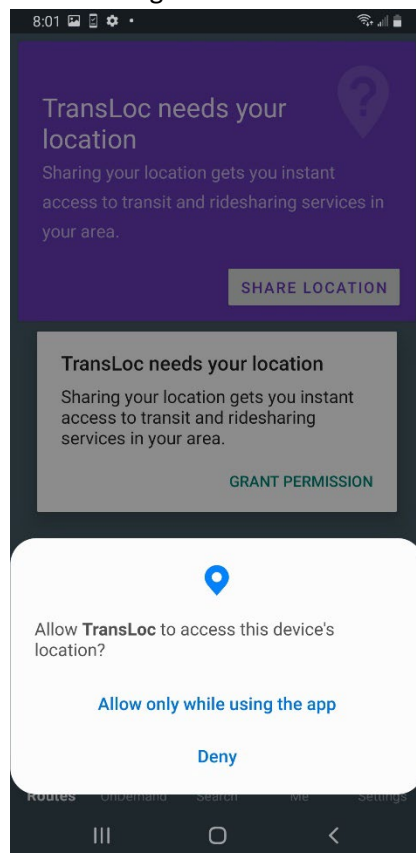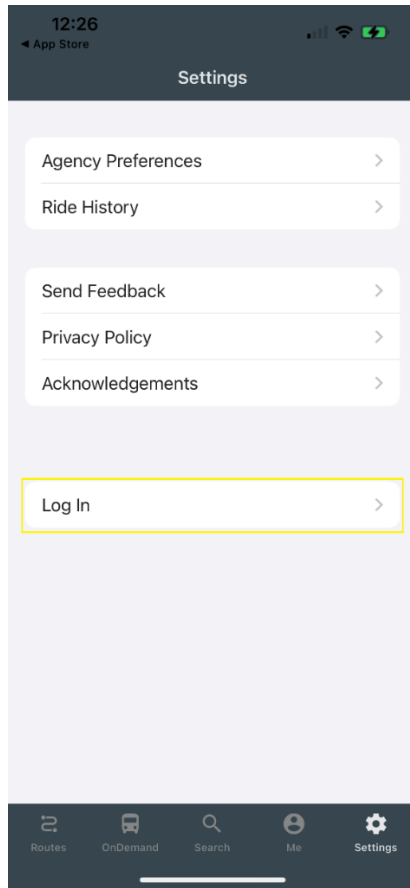# TransLoc App User Guide –Android

1. Find the TransLoc app in the Google Play Store, open
   https://play.google.com/store/apps/details?id=com.transloc.microtransit&hl=en_US&gl=US, or
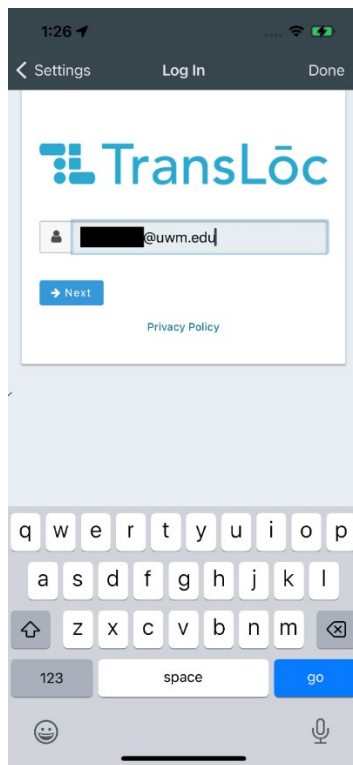   scan:

   a.

   b. International Students may need to set up a US Apple account to download the app. See
      this page for instructions:
      https://panthers.sharepoint.com/:w:/s/TS/EdkBpHTLa9hEs3jCMa5nKZUBcxrKuc2Y3jpzSe
      RAFDidmA?e=izUdXg

2. Once you download it, you will be asked whether you to allow "TransLoc" to use your location.
   Click "Grant Permission." If asked, then select, "Allow only while using the app." Do not select
   "Deny". The TransLoc app needs some location sharing to identify you as being within BOSS
   boundaries to arrange rides.

   a.

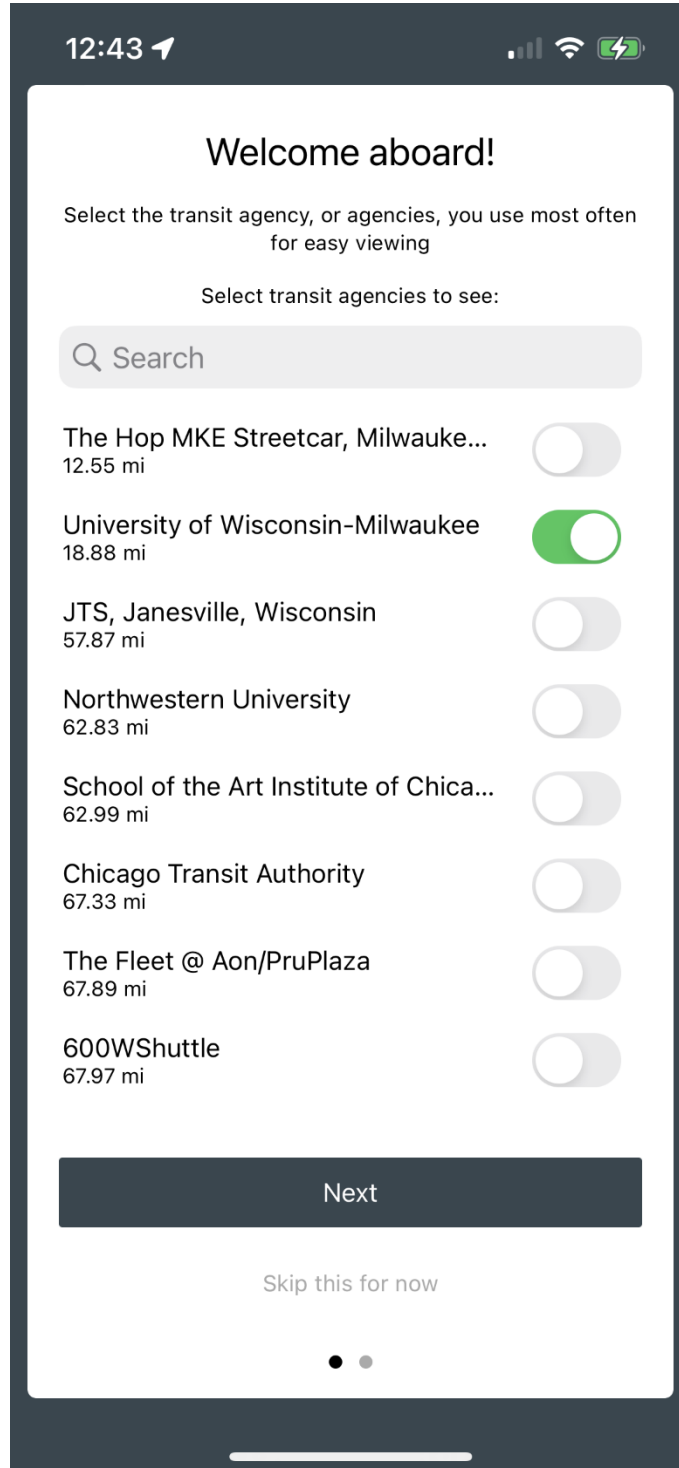3. Now, click the Settings tab at the bottom, and then click Log in.

a.

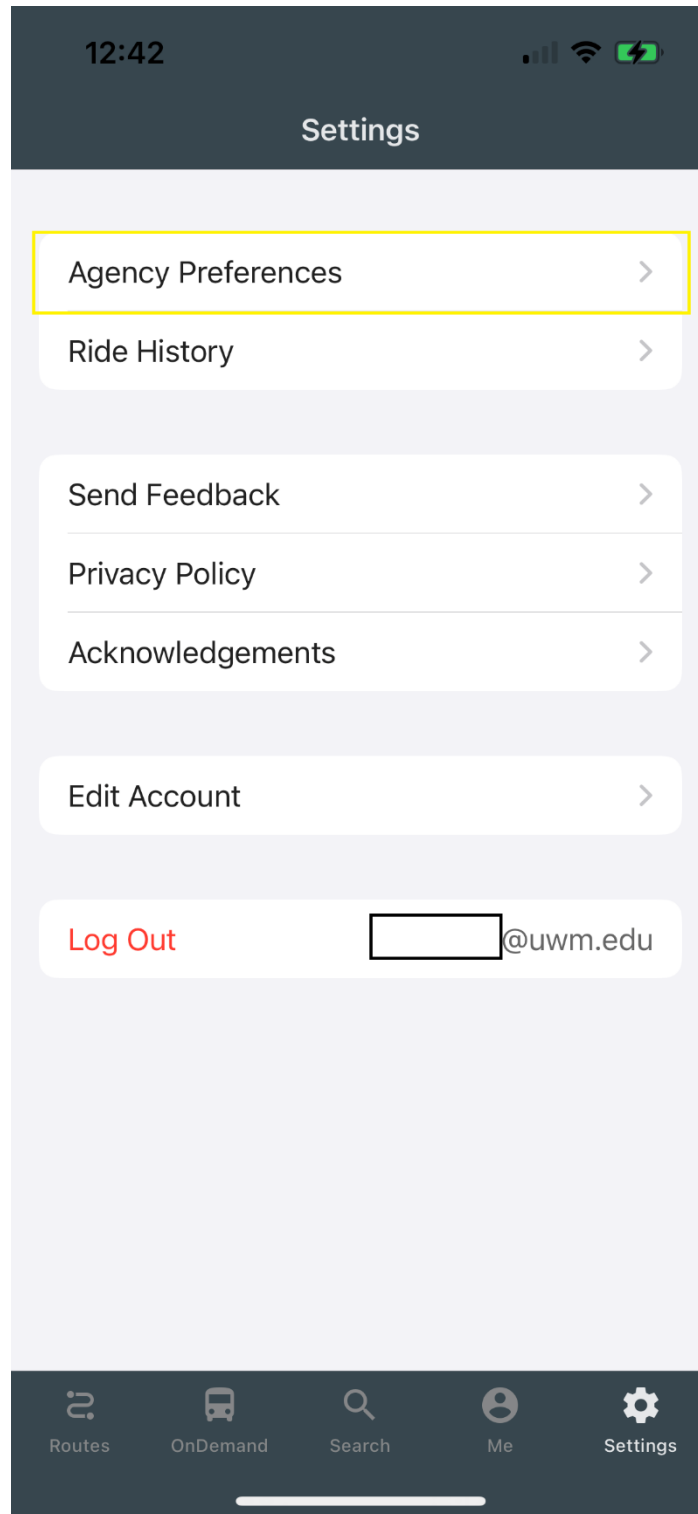4. Enter your UWM.EDU email address.

a.

5. You will be directed to the UWM Single Sign-on that is used to log into Outlook email, OneDrive, Canvas, and other campus services. You will also be asked to confirm with multifactor authentication.
6. After logging into your UWM account, you will see the welcome screen. You should toggle "University of Wisconsin-Milwaukee" to show BOSS.
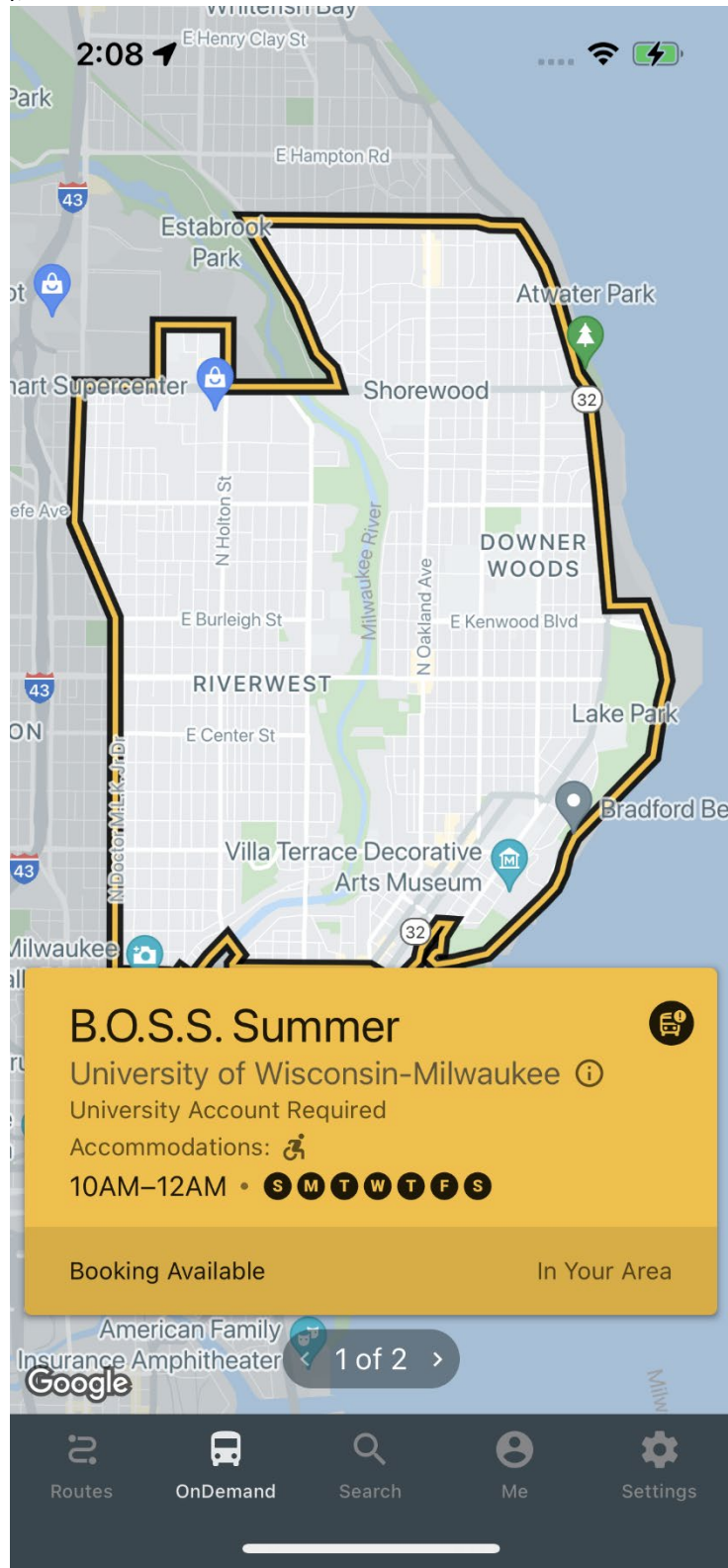
a.

b. If this screen doesn't appear, you may need to click "Agency Preferences" on the Settings tab:

i.

7. You are now able to request rides when BOSS is in session! Toggle over to the OnDemand tab. You may see multiple services offered by BOSS. They have slightly different hours as they have
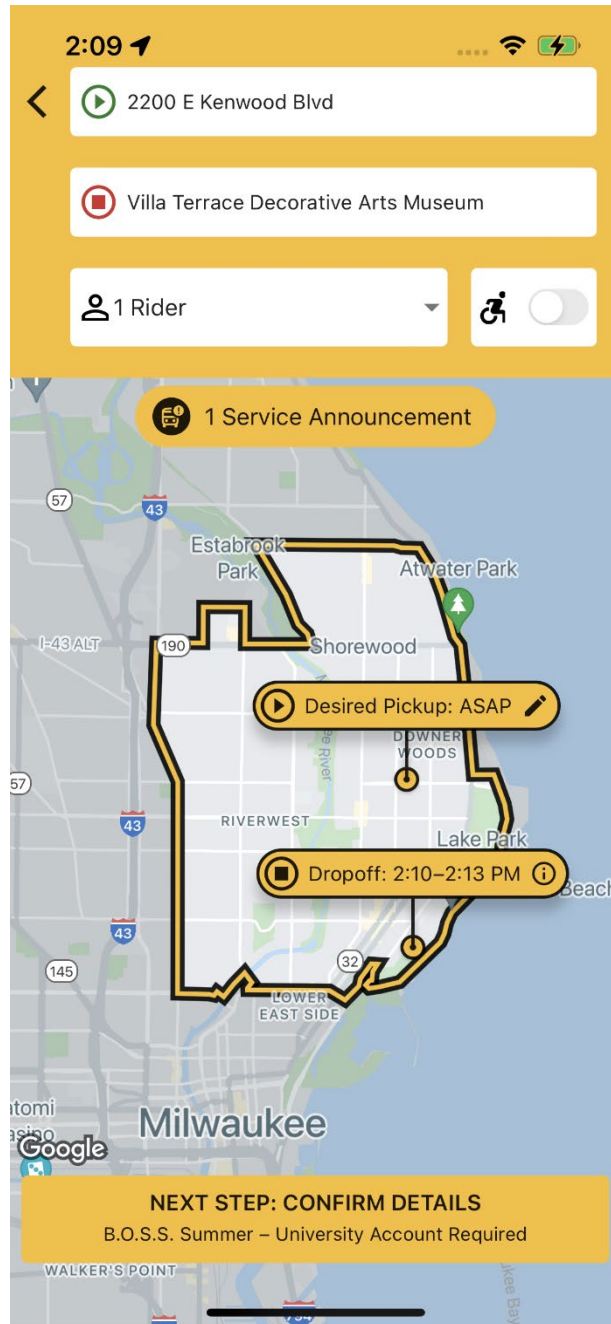
different service areas. Be sure you select an active service (you may have to toggle through services), then click on it.

a.

1Test photo showing sample BOSS service.

8. Select the pick-up and drop-off locations. Select each box, you can then (1) enter an address or (2) select on the map. Choose the number of riders and whether you need an ADA service. Click the Next Step button to confirm.
    a. Be sure to read any applicable service announcements as well! They contain important service information that may change from time to time.
    b. It provides an estimated time of arrival, but actual arrival time is dependent on rider demand, weather, traffic, etc.
    c.

9. Click the "confirm details and request ride" button.

Please confirm your ride details

Pickup

🕐 ASAP

📍 2200 E Kenwood Blvd
2200 E Kenwood Blvd, Milwaukee, WI 53211, USA

Drop-Off

📍 Villa Terrace Decorative Arts Museum
2220 N Terrace Ave, Milwaukee, WI 53202, USA

Number of Riders

1 Rider

**Wheelchair Accommodation
Not Needed**

I NEED TO MAKE A CHANGE, GO BACK

CONFIRM DETAILS AND REQUEST RIDE
B.O.S.S. Summer

a.

10. You will receive a confirmation message and real-time updates about your ride request as it is available. The app will notify you when your vehicle has arrived and provide further instructions as needed. Please show your student ID to the driver to verify your identity. A reminder: The BOSS service needs to be running to successfully submit this ride.