Zoho Corporation

Mileage & Time Tracking

Mileage Tracking

Mileage tracking is the process of logging the total distance traveled by a field agent to visit stops in a route.

Feature Availability: Mileage Tracking is available in the Professional Plan.

In RouteIQ, it is calculated based on the distance traveled to visit all the completed stops based on the check-ins performed.

Mileage Information

Mileage Details stored by RouteIQ:

1. Planned Travel Distance
2. Actual Travel Distance
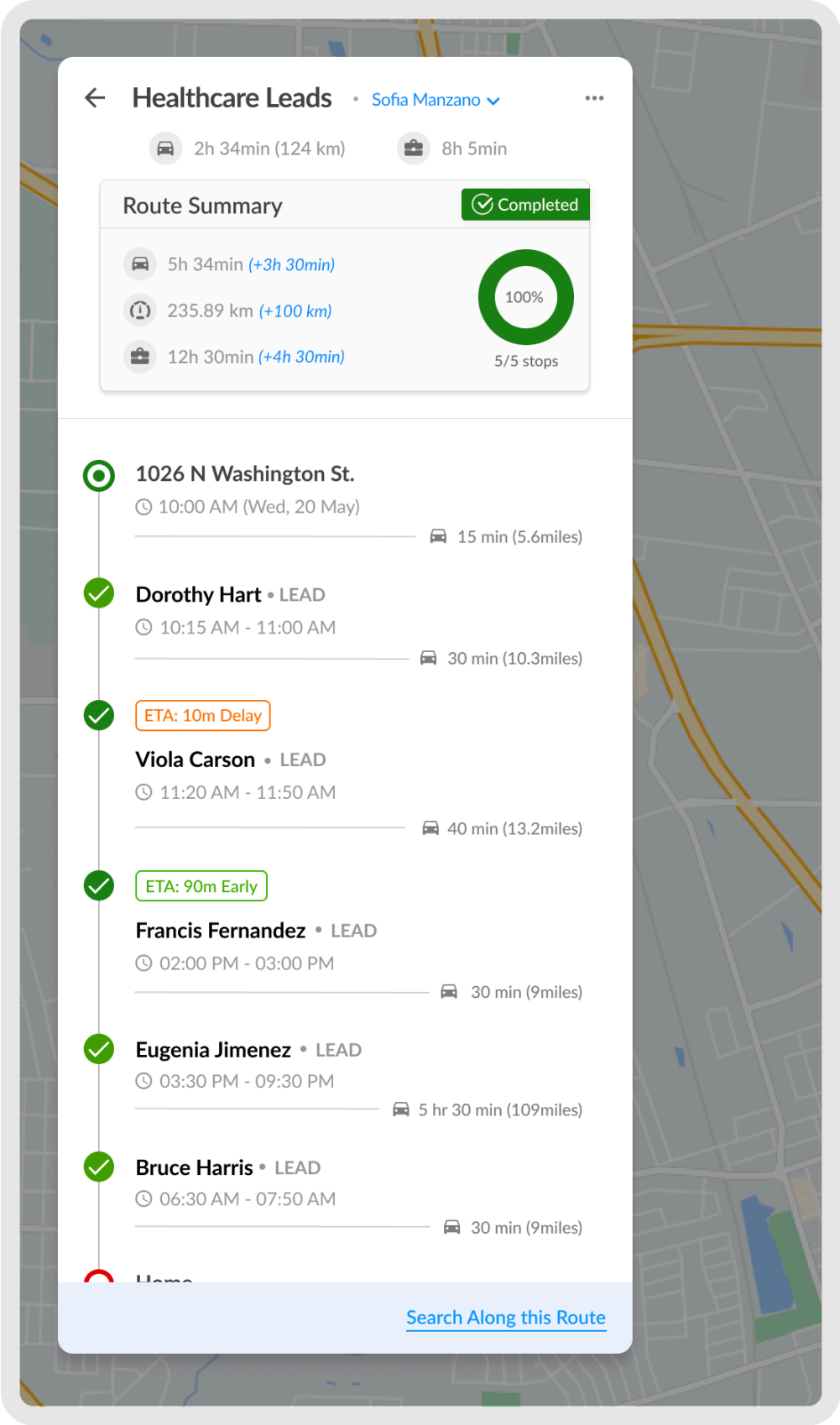3. Travel Distance Deviation

Where to find Mileage Details

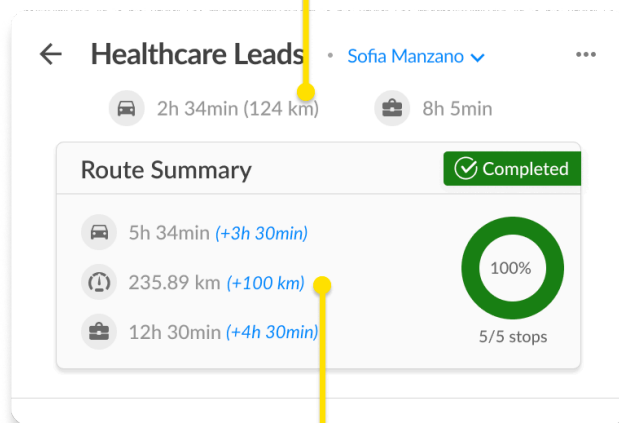A route's mileage details are stored at 2 locations:

1. Under the RIQ Routes module's fields (field name mentioned below)

1. Planned Travel Distance
2. Actual Travel Distance
3. Travel Distance Deviation

https://help.zoho.com/portal/en/kb/routeiq/user-guide/web/tracking/articles/routeiq-mileage-time-tracking

2. In RouteIQ's route preview window

Healthcare Leads · Sofia Manzano ⌄

🚗 2h 34min (124 km)   💼 8h 5min

Route Summary   ✓ Completed

🚗 5h 34min *(+3h 30min)*
⏱ 235.89 km *(+100 km)*   **100%**
💼 12h 30min *(+4h 30min)*
                                      5/5 stops

1026 N Washington St.
🕐 10:00 AM (Wed, 20 May)
                                🚗 15 min (5.6miles)

Dorothy Hart • LEAD
🕐 10:15 AM - 11:00 AM
                                🚗 30 min (10.3miles)

ETA: 10m Delay

Viola Carson • LEAD
🕐 11:20 AM - 11:50 AM
                                🚗 40 min (13.2miles)

ETA: 90m Early

Francis Fernandez • LEAD
🕐 02:00 PM - 03:00 PM
                                🚗 30 min (9miles)

Eugenia Jimenez • LEAD
🕐 03:30 PM - 09:30 PM
                                🚗 5 hr 30 min (109miles)

Bruce Harris • LEAD
🕐 06:30 AM - 07:50 AM
                                🚗 30 min (9miles)

Home

Search Along this Route

Planned Travel Distance

Actual Travel Distance (Deviation)

    a. Planned Travel Distance
    b. Actual Travel Distance
    c. Travel Distance Deviation

Time Tracking

Time tracking is the process of logging the total duration spent in travelling or meeting prospects by a field agent to visit stops in a route.

Feature Availability: Time Tracking is available in the Professional Plan.

In RouteIQ, it is tracked based on the check-ins and check-outs performed for all the completed stops.

Time Tracking Information

Time Tracking Details stored by RouteIQ:

1. Travel Duration
    1. Planned Travel Duration (mins)
    2. Actual Travel Duration (mins)
    3. Travel Duration Deviation (mins)

2. Visit Duration
    1. Planned Visit Duration (mins)
    2. Actual Visit Duration (mins)
    3. Travel Visit Deviation (mins)

Where to find to Time Tracking Details

A route's time tracking details are stored at 2 locations:

1. Under the RIQ Routes module's fields (field name mentioned below)
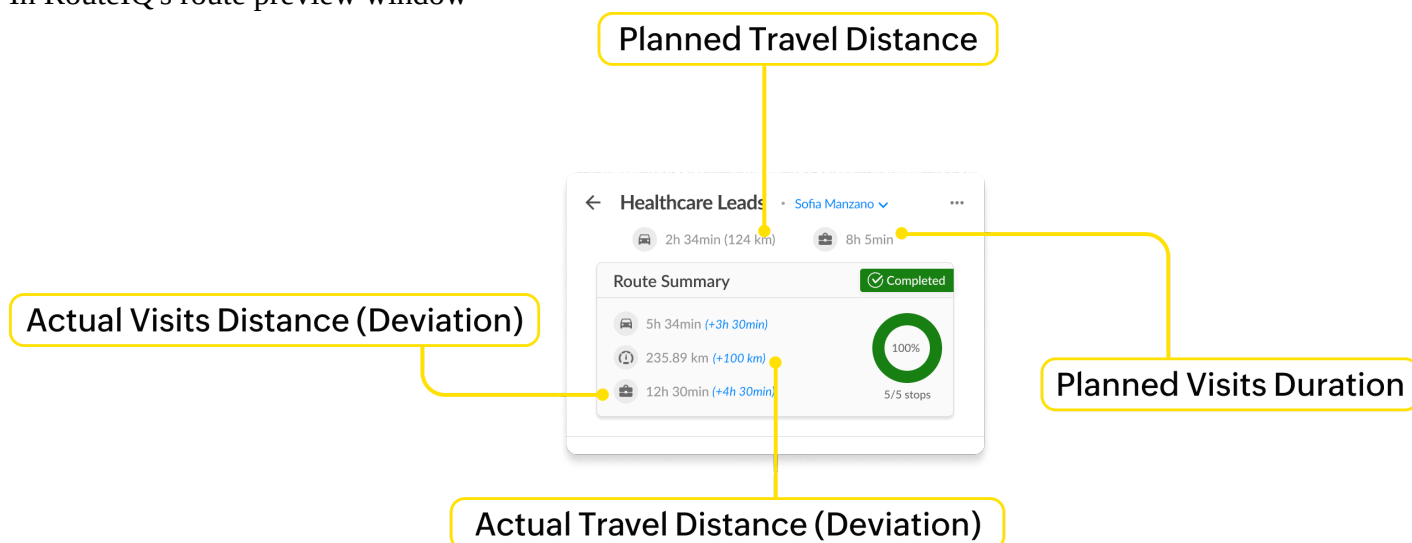
a. Travel Duration
1. Planned Travel Duration (mins)
2. Actual Travel Duration (mins)
3. Travel Duration Deviation (mins)

b. Visit Duration
1. Planned Visit Duration (mins)
2. Actual Visit Duration (mins)
3. Travel Visit Deviation (mins)

2. In RouteIQ's route preview window

Planned Travel Distance

Actual Visits Distance (Deviation)

Planned Visits Duration

Actual Travel Distance (Deviation)

a. Travel Duration
1. Planned Travel Duration
2. Actual Travel Duration
3. Travel Duration Deviation

b. Visit Duration
1. Planned Visits Duration
2. Actual Visits Duration
3. Visits Duration Deviation