

Transportation Request Configuration

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The Transportation Request Configuration tool is used to customize the fields in the Transportation under the Requests section. If a checkbox is selected, the field is allowed and will be displayed on the Transportation Requests.

If an field is marked as required, but removed from the screen display using the Transportation Request Configuration, the Request will be saved because the required attribute has been removed from the screen.

Transportation Request Config ☆
[School & District Settings](#) > [Transportation](#) > Transportation Request Config

Transportation Request Configuration

Use this tool to customize the fields in the Transportation Request. If the checkbox is selected, the field is allowed and will be displayed on the Transportation Request.

- Allow Manual Entry of Pick-up Location and Drop-off Location
- Allow Pick-up Location
- Allow Pick-up Time
- Allow Drop-off Location
- Allow Drop-off Time
- Allow End Date
- Allow Due Date
- Allow Route Days
- Allow Accommodations
- Allow Multiple Routes

Using Transportation Request Config

1. Click a field checkbox to add or remove a field from Transportation Requests.
2. Click **Save**.