CREATING PERSONAL TIMETABLE BOOKLETS

YOUR OWN TIMETABLE BOOKLET IN SIX EASY STEPS

This guide is intended to help you when you use the application for the first time.

Mehr als ein Transport.

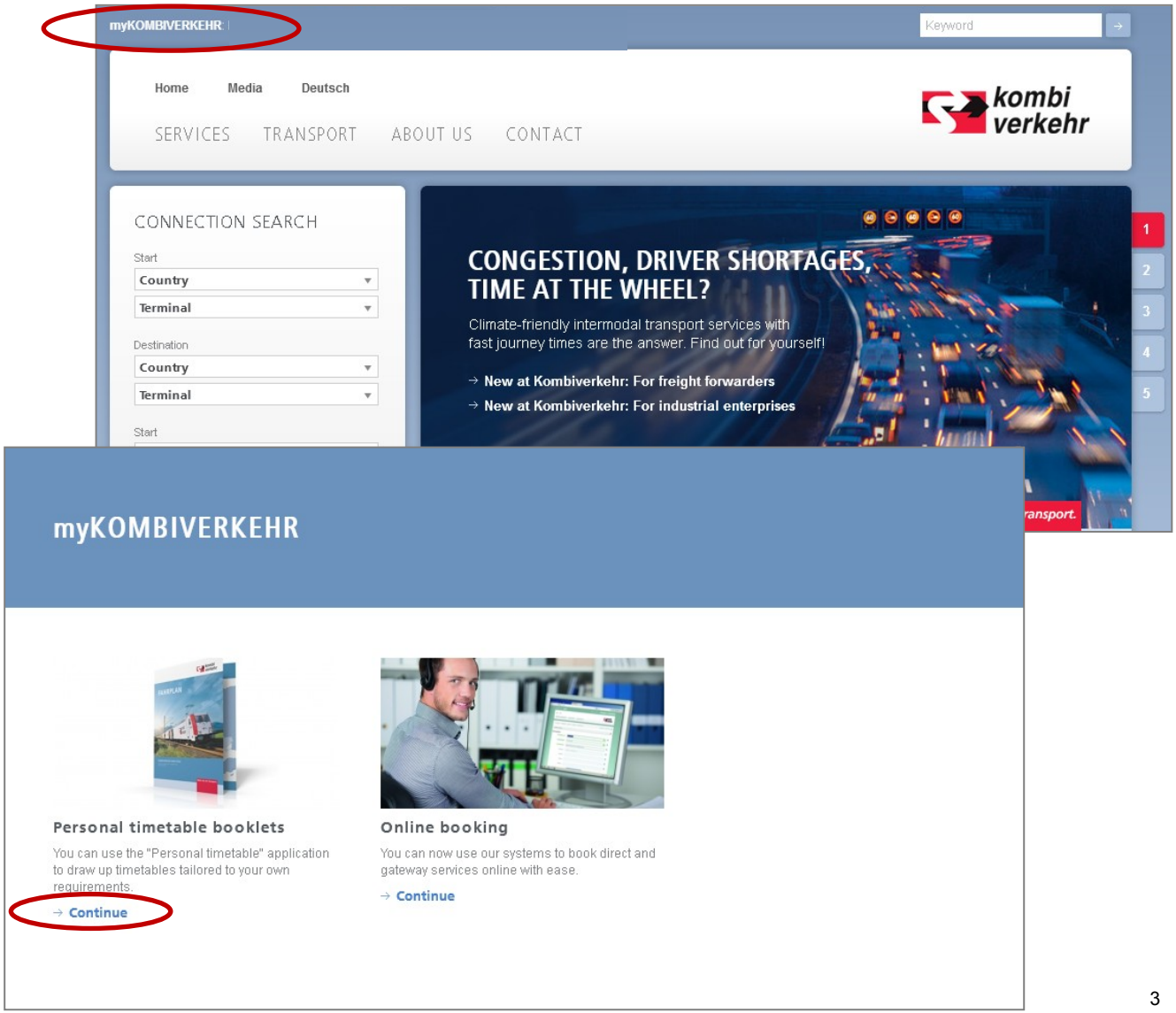
THE BENEFITS TO YOU

- Easier planning of truck runs on road and rail
- Specify your own routes and the validity period of the timetable details
- Create clear timetable booklets in tabular form or as a daily summary with just a few clicks
- Option of integrating information on terminals, agencies and booking
- Timetable booklets predefined by Kombiverkehr can be adapted to particular requirements

STEP 1: LOGIN TO myKOMBIVERKEHR

To use the personal timetable booklets application, you need to register for myKOMBIVERKEHR. You can open this page using the quick link found in the top navigation bar on the homepage www.kombiverkehr.com. Detailed information about the login process is given in the registration guide, which can be found on the myKOMBIVERKEHR login page.

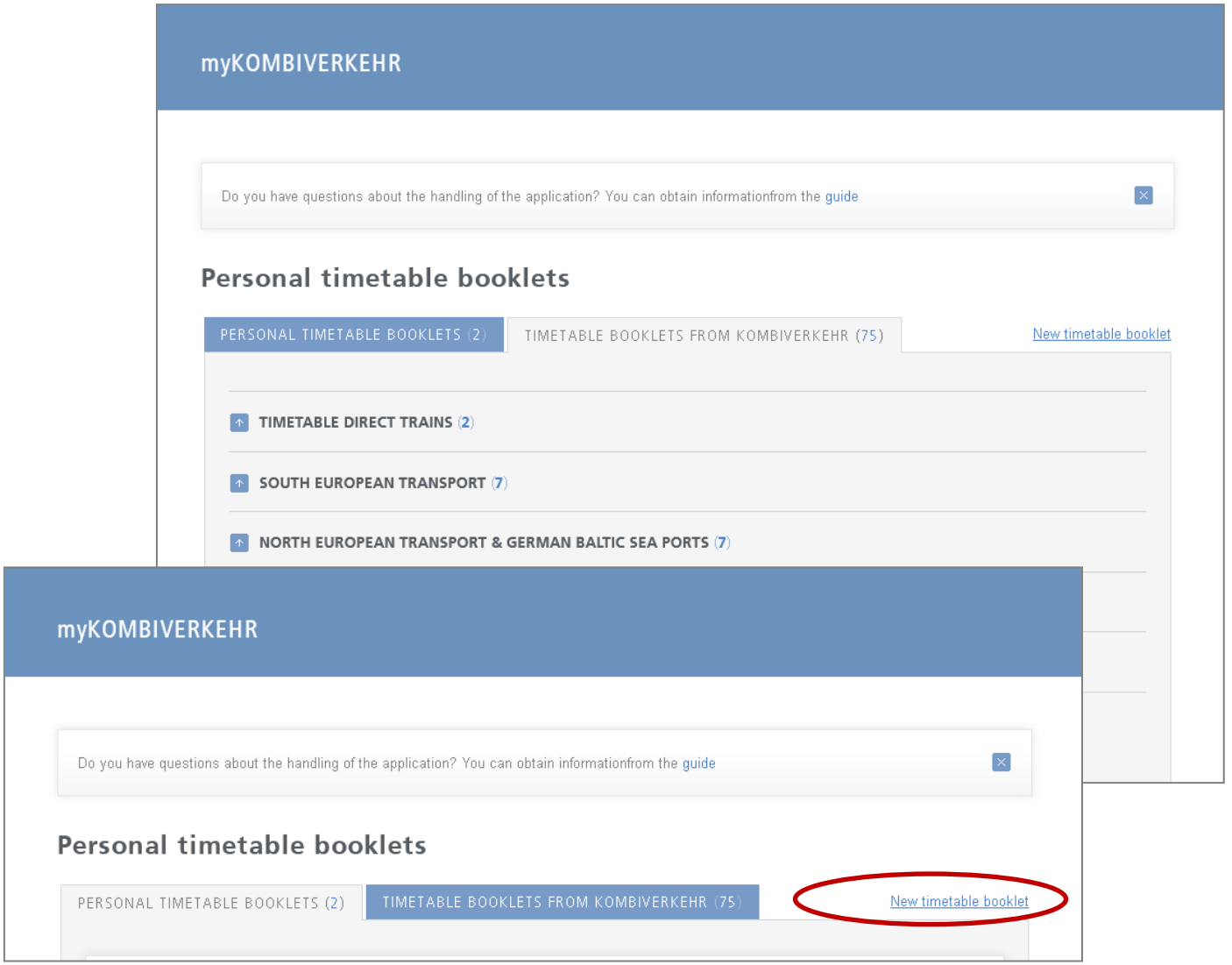
Click on meinKOMBIVERKEHR in the overview and choose „personal timetable booklets“ to start the online service.



STEP 2: CREATE NEW TIMETABLE

In the overview of Timetable **booklets from Kombiverkehr** you can find already prepared booklets for several routes.

In the overview of **personal timetable booklets**, click on the “New timetable booklet” link to start creating your own timetable booklets.

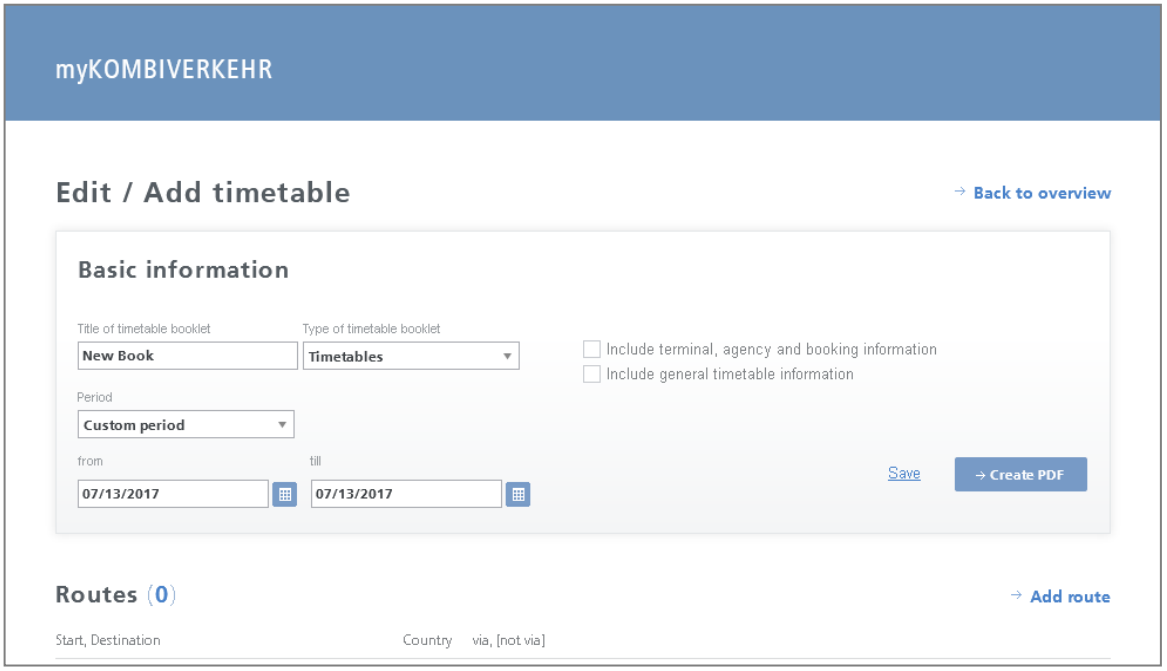


STEP 3: NAMING A TIMETABLE, SELECTING THE TYPE AND DEFINING THE PERIOD

In the basic information area you can give a name to your personal timetable booklet. ‘‘Type of timetable booklet’’ allows you to specify whether the timetable data for the selected routes is to be shown in tabular form or as a daily summary.

If you choose tabular form, you can retrieve further detailed information about the timetable and determine the validity period for the whole timetable period or a custom period of time.

If you choose the daily summary, the validity period of the timetable booklet is limited to 35 days.



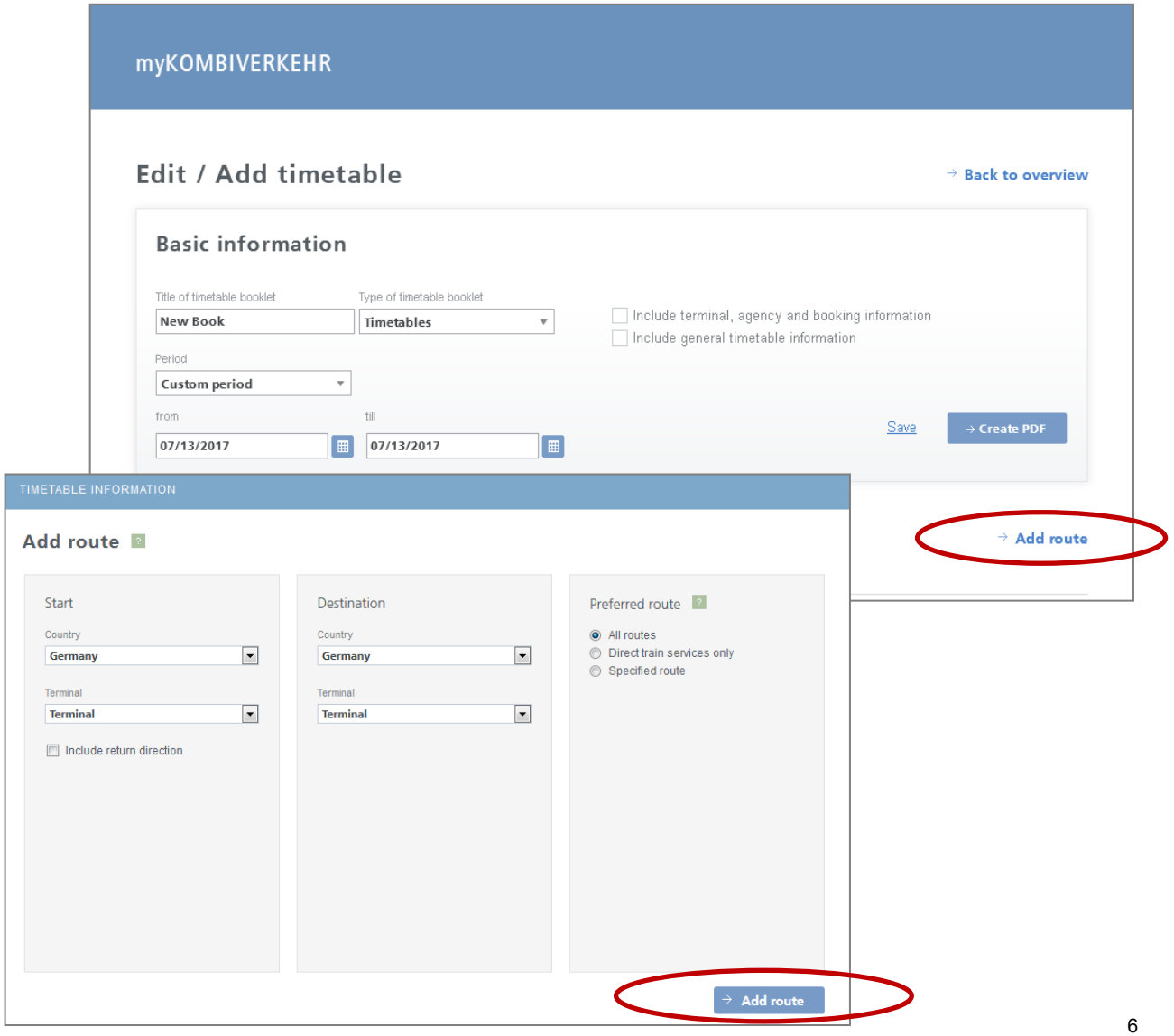
STEP 4: CREATING CONNECTIONS

Connections for your timetable booklet are added using the ‘‘Add route’’ module. You can select either terminal-terminal connections, terminal-country or country-terminal connections. The terminals are selected from drop-down fields or using the stored terminal map, which is opened using the icon. If you would like to include the return direction of a connection as well as the outward direction for the timetable booklet you want, you can do this in one step by clicking on the ‘‘Include return direction’’ function.

In addition, the ‘‘Preferred route’’ function lets you output just direct train services or specify gateway terminals, for instance.

Once you have entered all the settings for a connection, click on ‘‘Add croute’’. The connection then appears in the connection overview of the timetable booklet.

You can add further connections to your timetable booklet as you like. There is no limit to the number of connections within a timetable booklet. Please note, however, that the number of connections has an effect on how long it takes to produce the PDF.



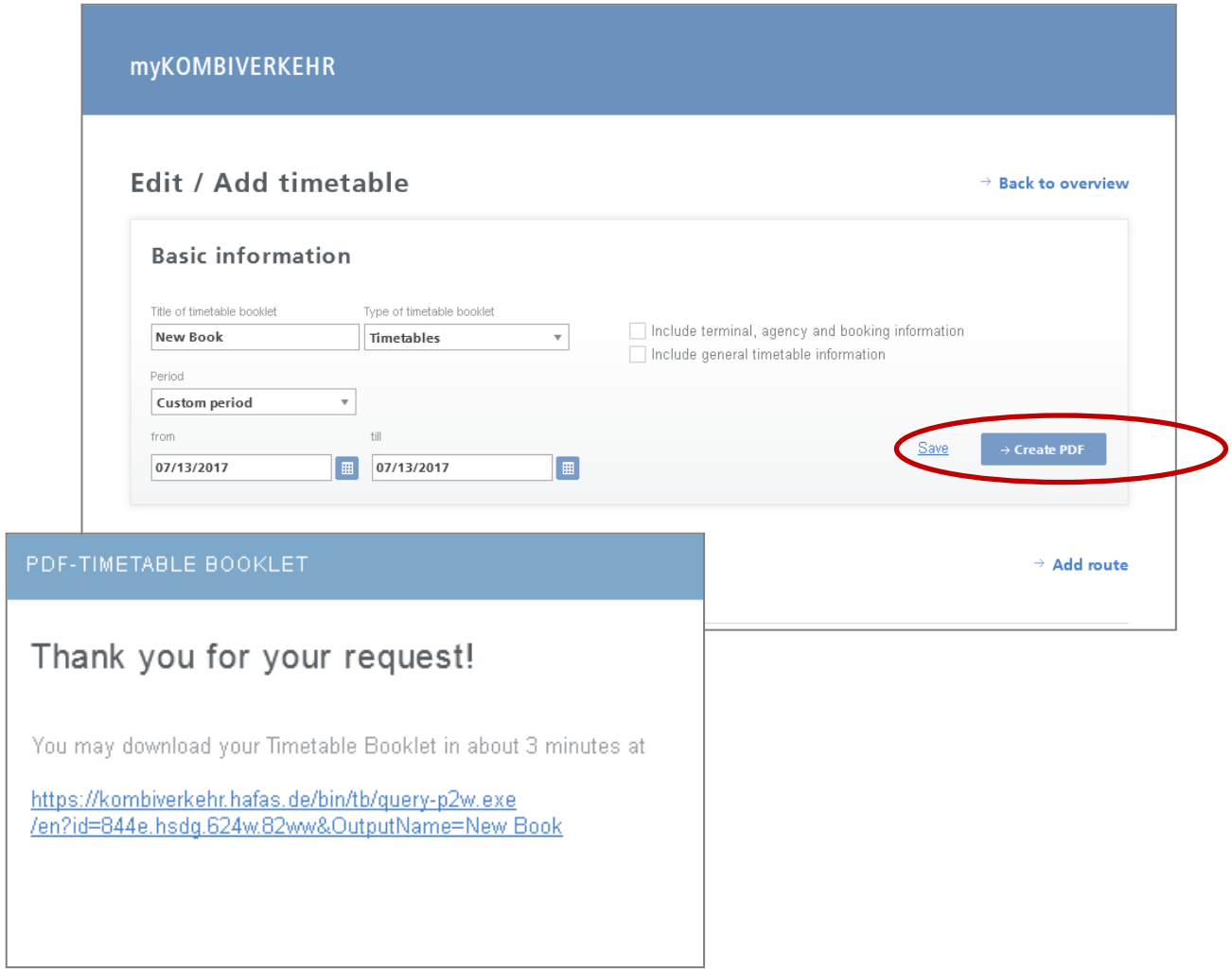
STEP 5: SAVING AND OUTPUTTING AN PDF FILE

Once you have created your chosen connections, save all the information in your timetable booklet by clicking on the ‘‘Save’’ link.

You can add further information to your timetable booklet as required. Selecting the ‘‘Include terminal, agency and booking information’’ button means that you get contact and address details for the particular departure terminal and the relevant Kombiverkehr agency as well as important information about the booking office. Basic information and notes to the Kombiverkehr timetable can be included in your timetable booklet by selecting ’’Include general timetable information’’. Save this selection again by clicking on the ‘‘Save’’ link.

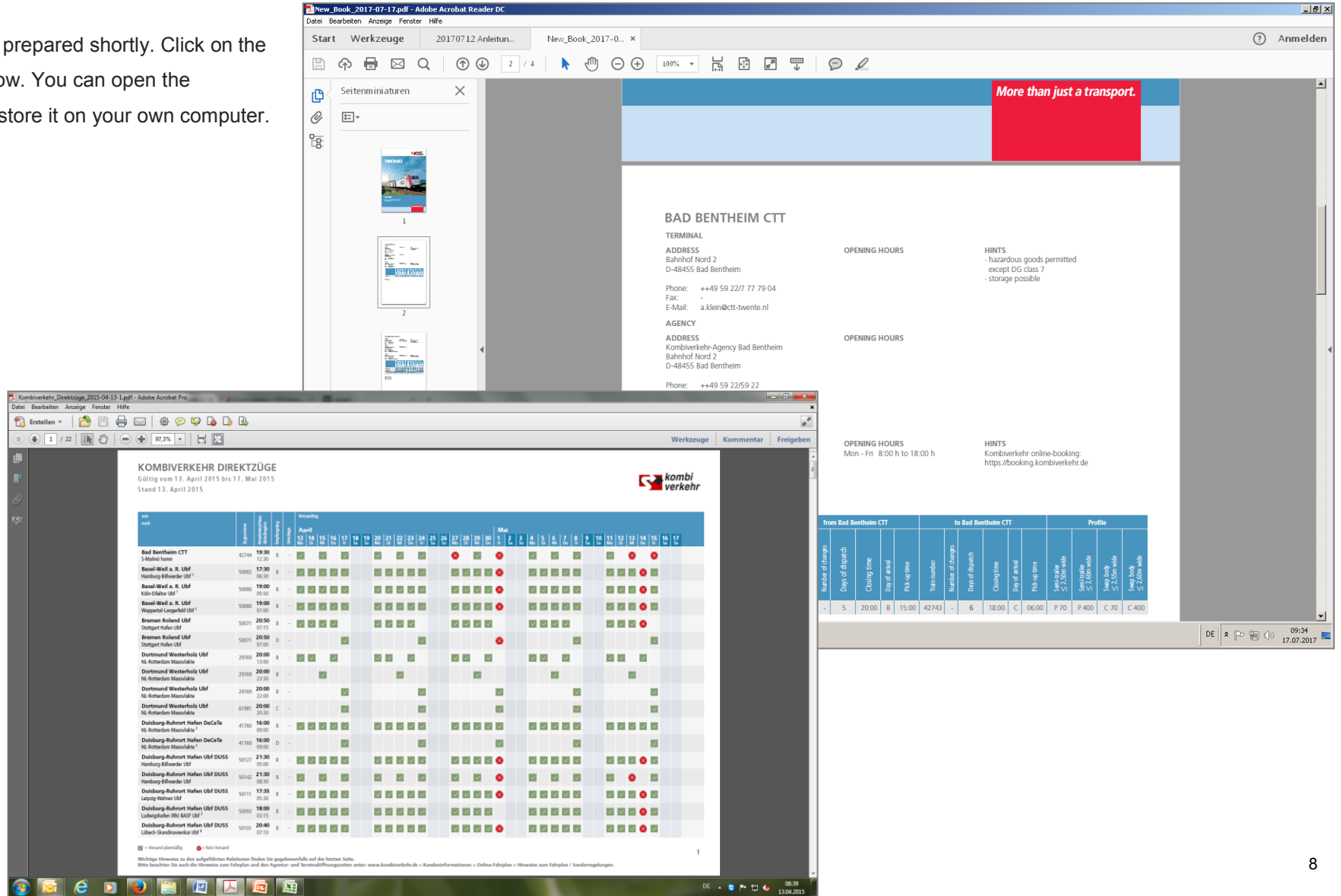
The data and timetable booklets you have created will be saved in your profile and can be retrieved at any time.

To output the PDF, click on ‘‘Create PDF’’. A new window containing a link to the download file will appear. Click on this link to get to the timetable booklet you have just created.



STEP 6: PDF PREPARATION

Your timetable booklet will be prepared shortly. Click on the link to open a download window. You can open the timetable file directly and / or store it on your own computer.



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