

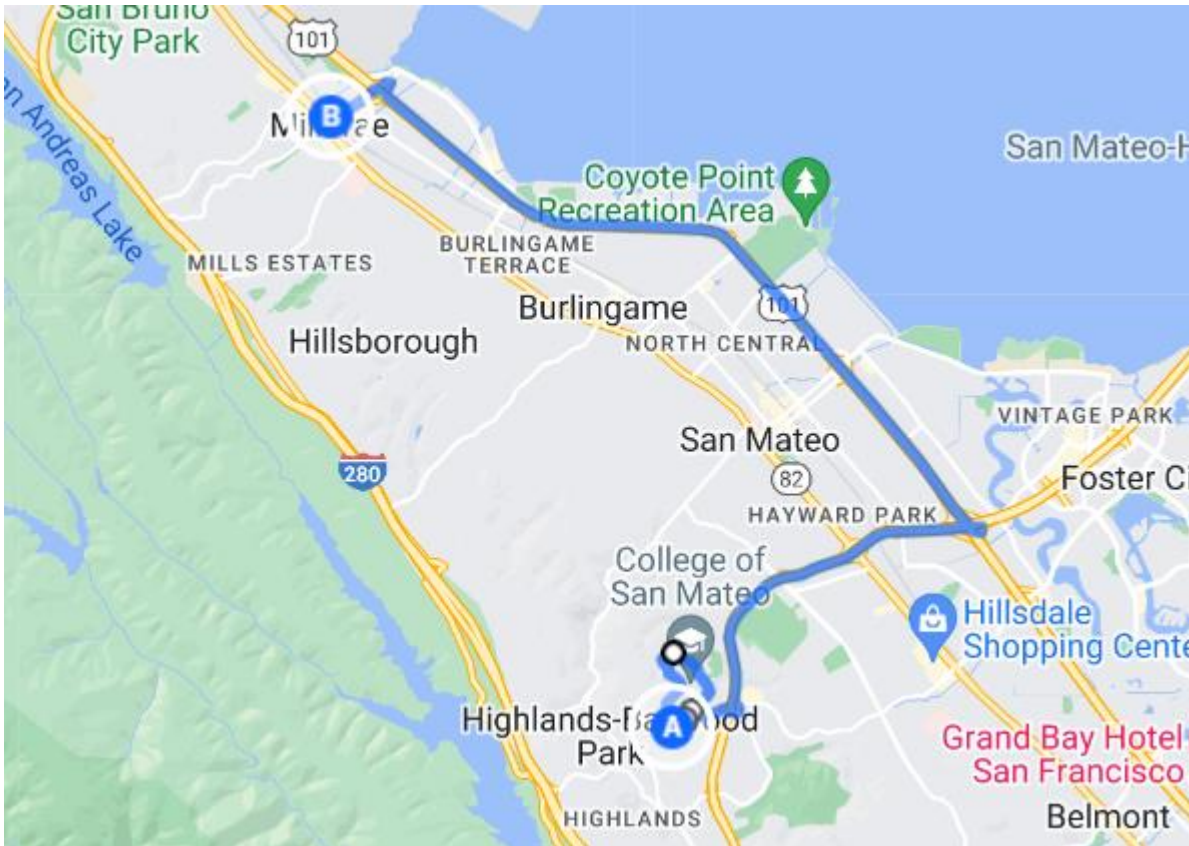
The background features a light blue upper-left section and a light orange lower-right section, separated by a diagonal line. Two parallel blue lines run diagonally across the top, and a single blue line runs diagonally from the bottom left towards the top right.

College of San Mateo

**Shuttle
Quick Start Guide**

Service Overview and Route

Operates Monday through Friday
Direct shuttle service connecting Millbrae Station and CSM



- Millbrae Station
- Athletic Center
- Science Building and Planetarium
- College Center

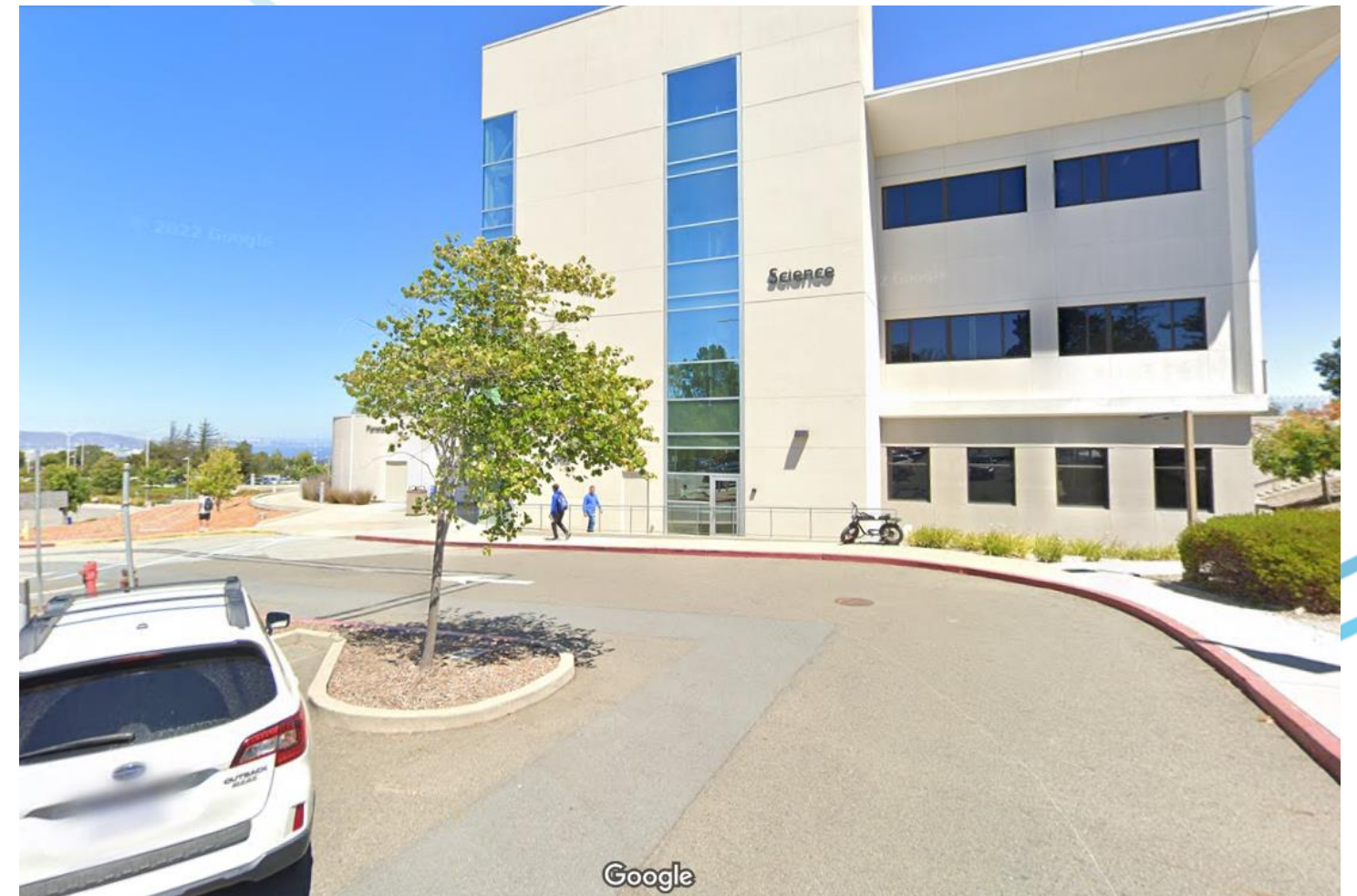
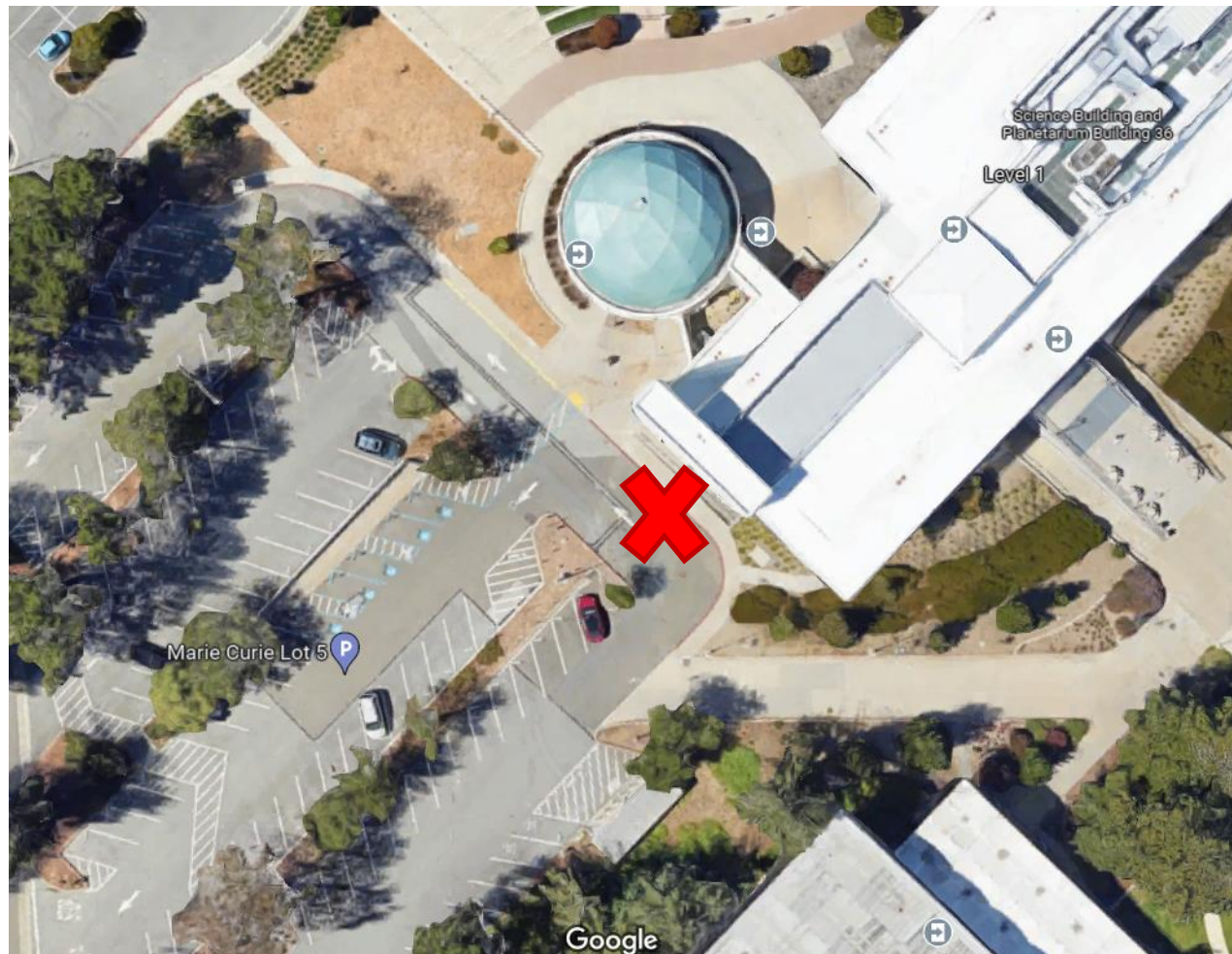
Millbrae Station



Athletic Center



Science Building & Planetarium

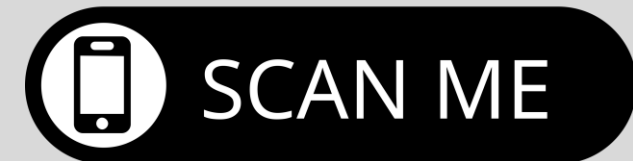
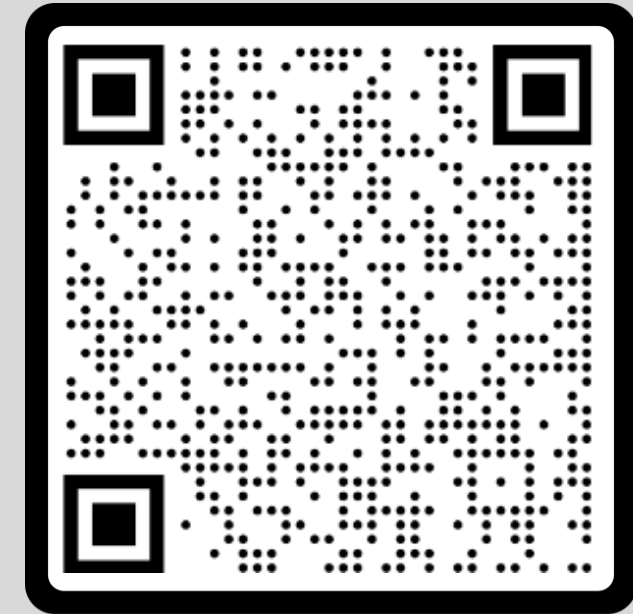


College Center



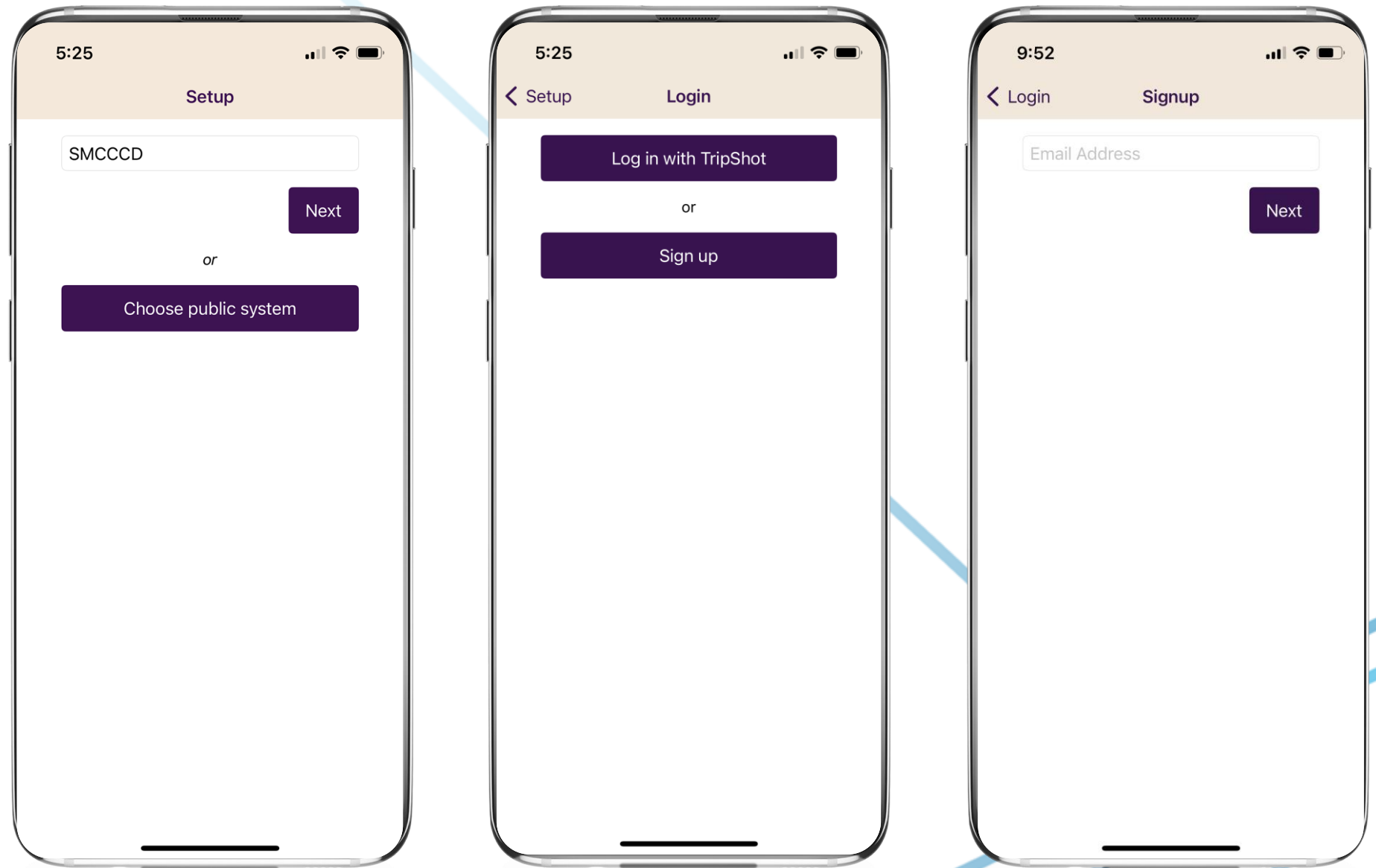
Track the Bus

1. Download: TripShot Rider app using the QR code on this page
2. Sign up on the next page to find schedules, locate your bus and receive notifications when your bus is arriving



Sign Up Details

1. Download the TripShot app from iOS or Android.
2. Enter your Service Name: **SMCCCD**
3. Select **Sign Up** and **enter your work email address.**
4. Click the link in your email to **set up your TripShot account.**
5. Select **College of San Mateo** as your region



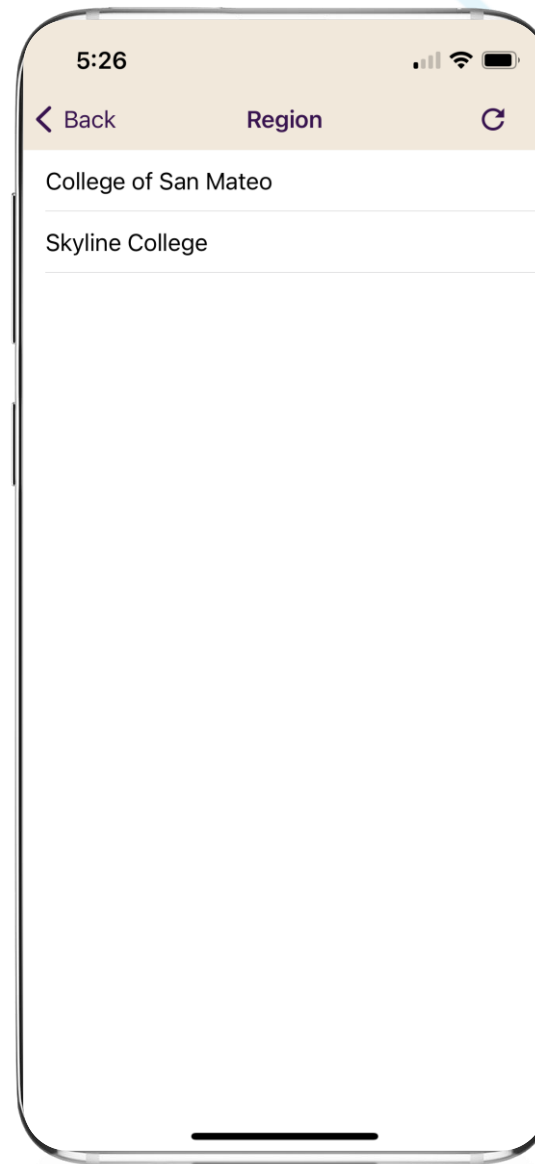
Planning Your Commute

College of San Mateo Schedule

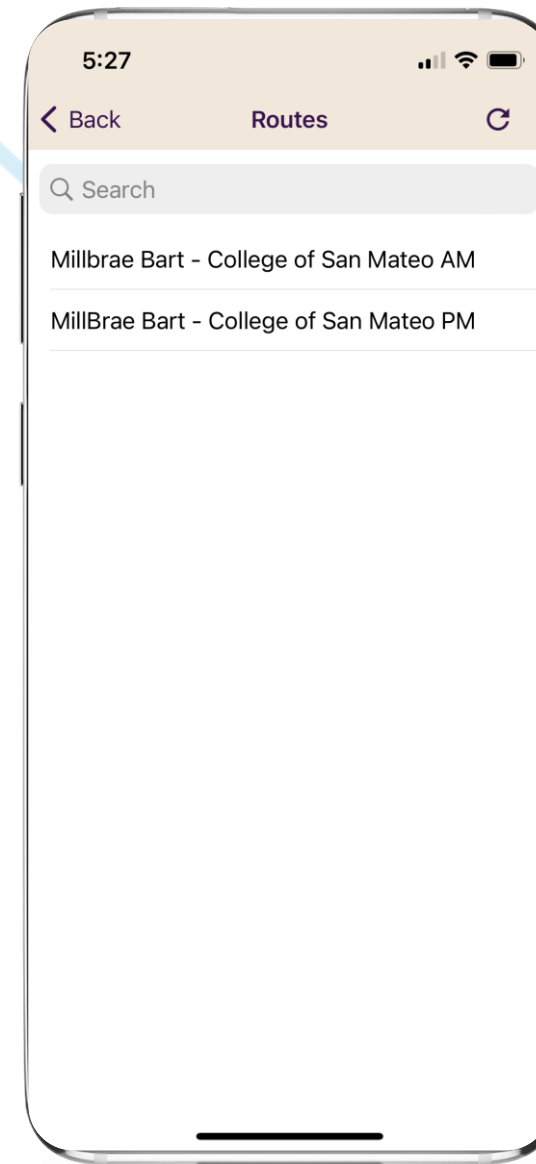
Step 1: Select "REGION" College of San Mateo

Step 2: Select "ROUTES"

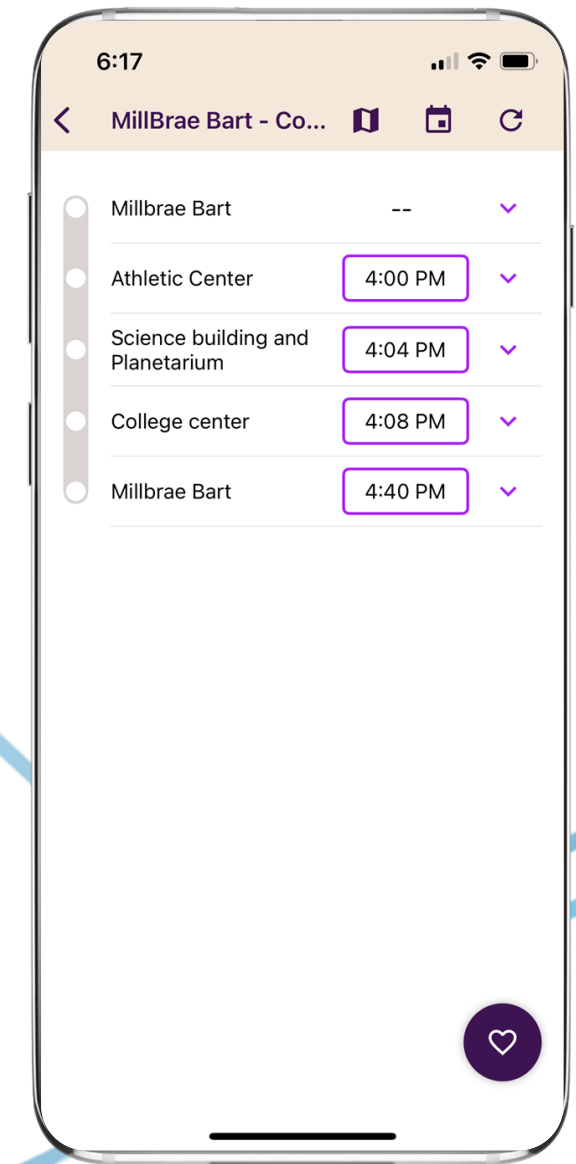
Step 3: Select Inbound or Outbound for AM or PM and select preferable boarding time



Log into TripShot app



Select Morning or Afternoon route



View schedule or adjust for preferred time

Tracking Your Ride

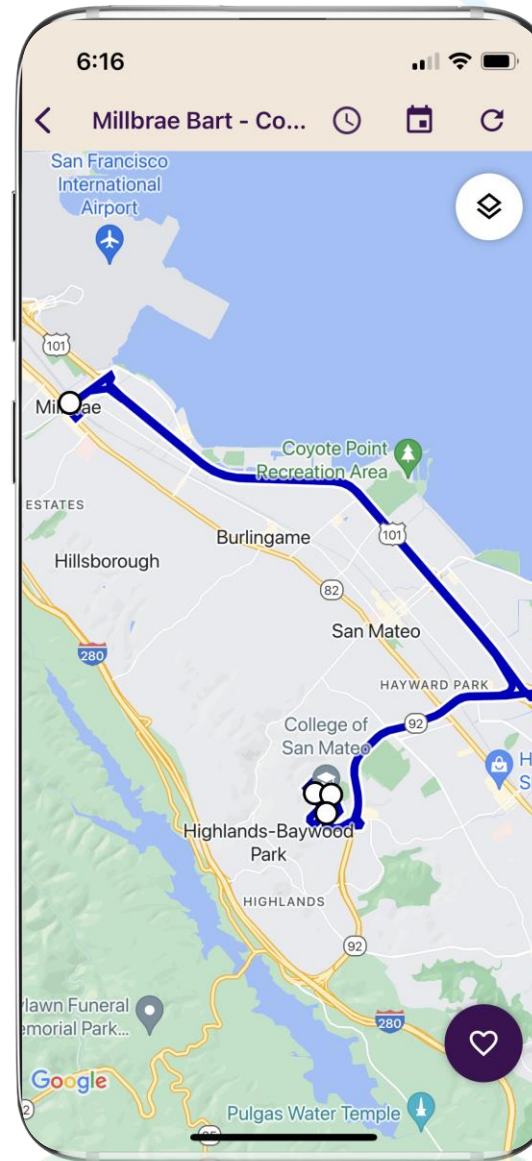
College of San Mateo Schedule

Step 1: Select "ROUTES"

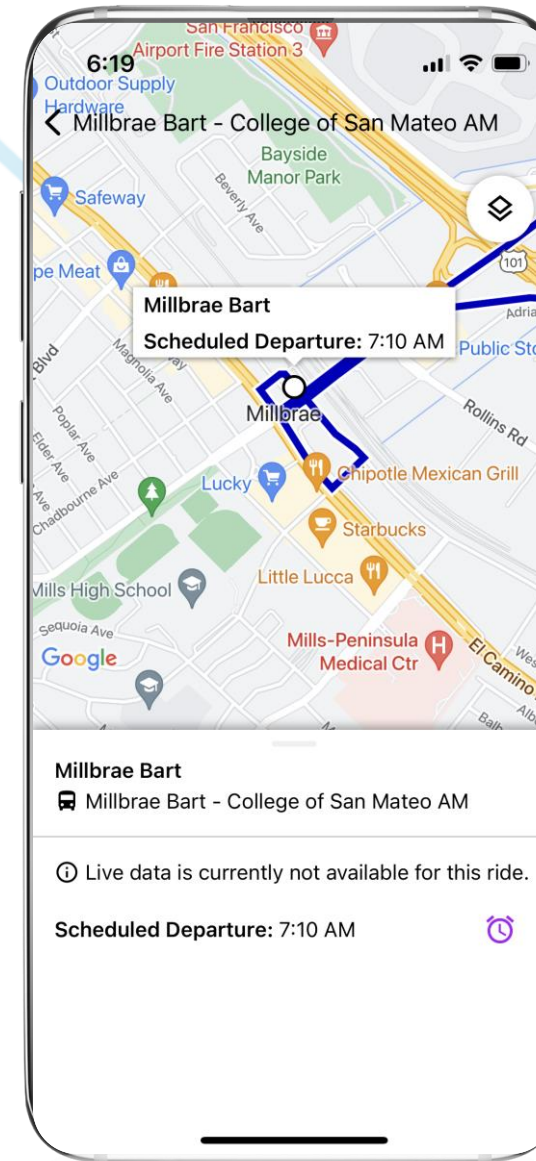
Step 2: Select **Route** and then select Map icon at the top

Step 3: View shuttle movements in real time, only when shuttle is currently in service

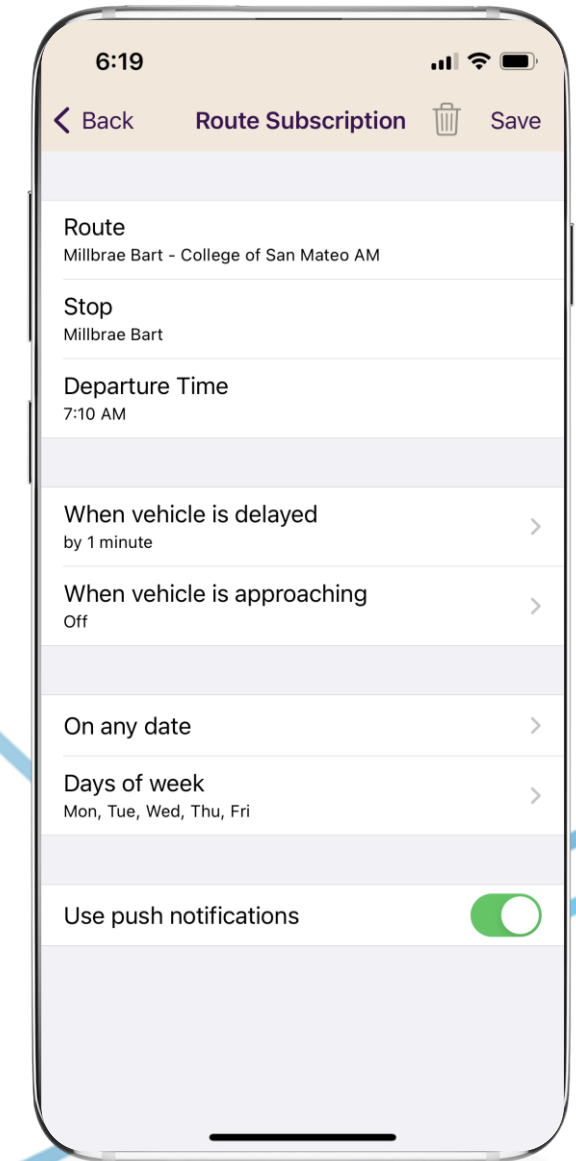
Step 4: Sign up for **Route Subscription** to be alerted automatically when the vehicle is arriving. Subscriptions can be set for specific, routes, times and days



Select Route



Select real-time map icon



Subscribe

Rider Etiquette

1. **Arrive Early to the Stop:** Stick to the schedule, get to the stop five minutes early
2. **Be Kind to Others:** Turn down the volume of music/calls or wear headphones, don't eat or drink on board, and offer up the empty seat next to you
3. **Keep Your Area Clean:** Place any trash in the receptacles on the bus
4. **Don't Forget Your Stuff:** Look around and bring your personal items with you when you exit the shuttle. Check with campus security if you have a lost & found item
5. **Thank Your Driver!** They make your commute a breeze

Frequently Asked Questions

- **Can I use my personal email?**
- NO, you must use your school email to sign up for the TripShot rider app
- **What if I don't have a school supplied email?**
- Reach out to csm@wedriveu.com
- **What if I don't have an Android or iPhone device?**
- Reach out to csm@wedriveu.com
- **How will TripShot help me plan my daily commute to campus?**
- TripShot will always have the latest shuttle schedules and route information. The Rider app provides a Trip Planner to view all route options, access to shuttle real-time location, and the ability to set intelligent notifications when a vehicle is arriving or delayed.
- **Is the vehicle location accurate and real-time?**
- Yes, TripShot collects GPS data approximately every second from the shuttle. TripShot utilizes Google Maps Traffic Data for stop ETA's and factors in traffic, accidents, and construction.
- **Are animals allowed?**
- No, only registered service animals will be allowed on the bus.
- **Can I get a printed schedule?**
- Check the TripShot app or campus website for the most up to date scheduled information.



**Questions?
Feedback?
Ideas?**

csm@wedriveu.com