## A BEGINNER'S GUIDE TO LYFT

## A convenient rideshare application

LYFT INTERFACE: Set up rides, charge to your debit card, credit card, or PayPal and track your route.



TO CREATE
AN
ACCOUNT,
SELECT
"GET
STARTED"

# A BEGINNER'S GUIDE TO Lyft

#### WHAT IS THE APP:

Lyft

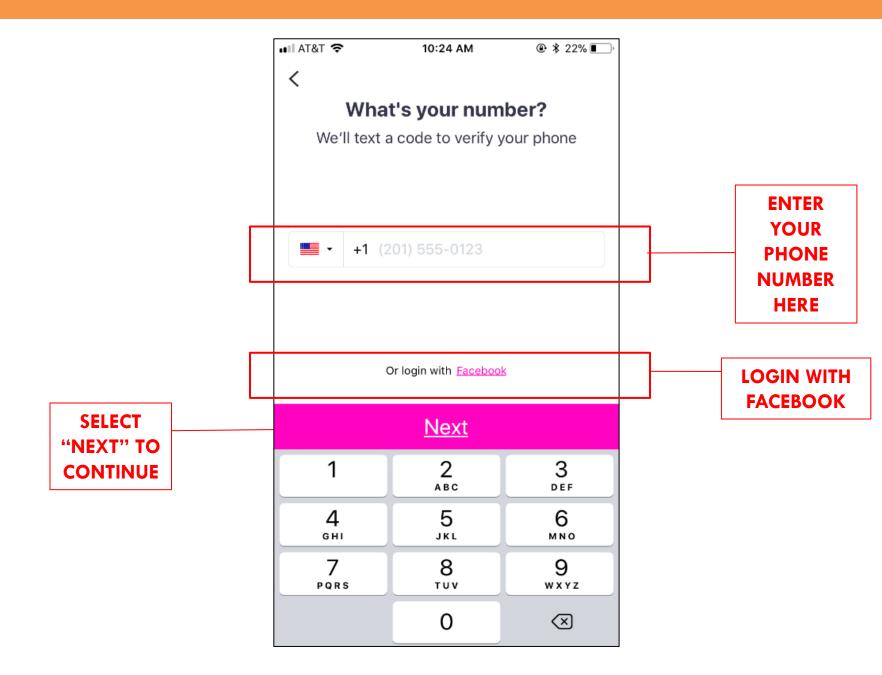
#### **HOW IS IT USEFUL TO YOU:**

Lyft is a ridesharing app which connects passengers looking for a ride with drivers who have a car. Convenient way of transportation.

#### **HOW TO USE IT:**

- 1. Create an account with your name and email (you can also create and account by linking the application to your Facebook profile.)
- 2. Once you have an account, click on the profile icon on the upper left corner so you can see your main menu. Click the payment option to add your credit card information. (Debit Card, Credit Card, and PayPal)
- 3. Click on the "home" button to go back to the main page so that you can start to book your ride.
- 4. Click on the "pickup location" button at the bottom of the page to add the location where you would like to be picked up at. Enter your address.
- 5. You can then choose the car you want, and how many seats.
- 6. Once you choose the type of car and how many seats, you will select the "set pickup" button which will then redirect you to the page where you can add the destination.
- 7. Once you add the destination, it will take you to the final page where you will "Request Lyft." This page will also tell you the price of the trip, what card the payment will come out of, and the estimated time of arrival (ETA).

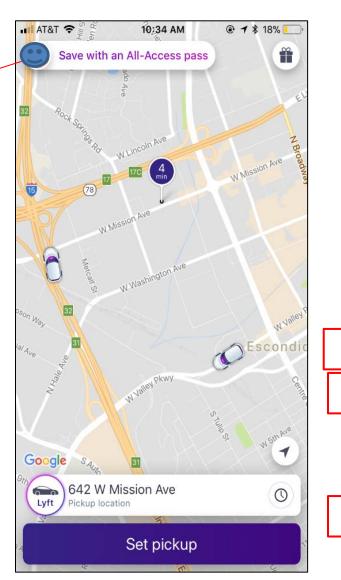
## CHECK OUT THE REGISTRATION PAGE: Use this page to set up your account.

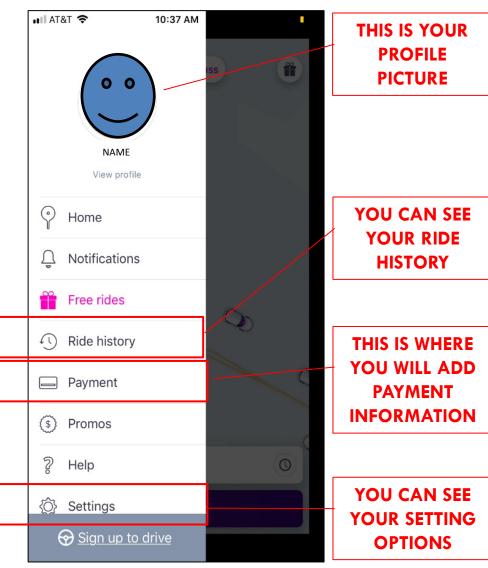


# Registration Page

- Use this page to create your account. You will need an email address and a phone number.
- On this page, you have the option of logging in with your Facebook account.
- Select the "Next" button, to finalize the registration.

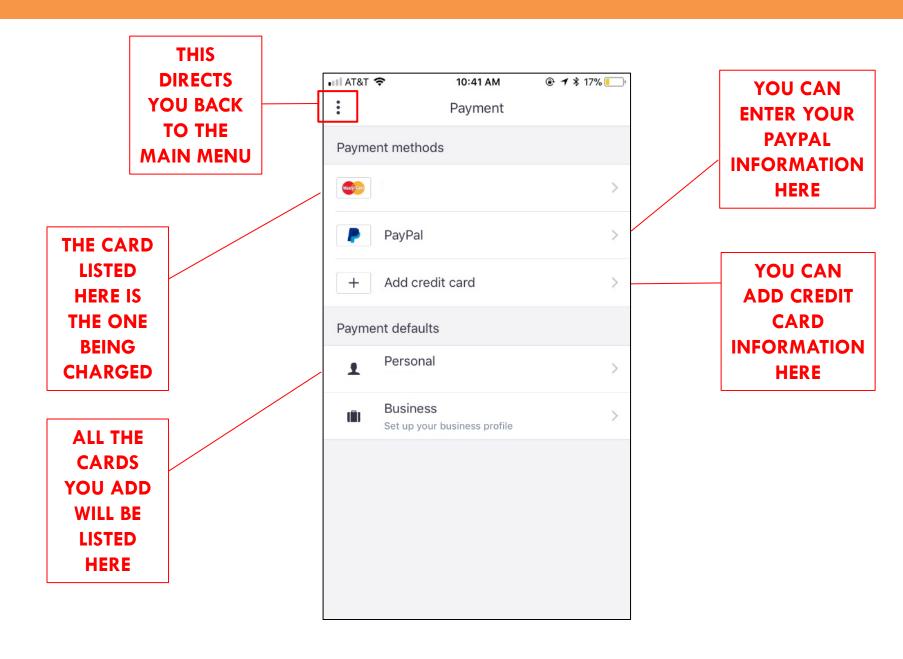
SELECT
THIS
ICON TO
DISPLAY
THE
MAIN
MENU





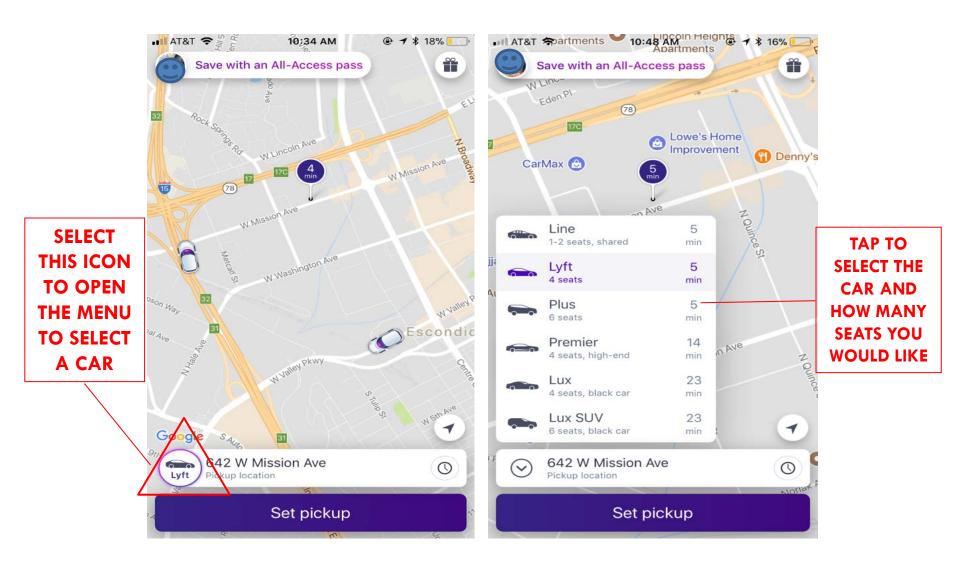
## Main Menu

- Use this page to navigate your main menu
- On this page, you have the option of adding payment information (credit card), see your ride history, set notifications, settings, etc.



# Payment Information

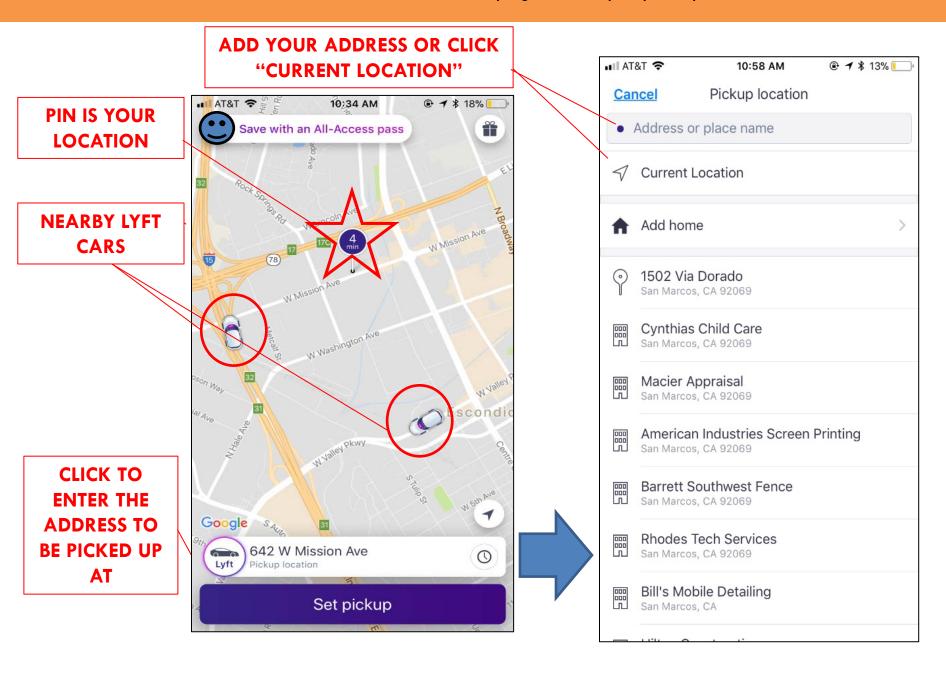
- Use this page to add your payment information.
- On this page, you have the option of adding the credit card,
   PayPal, or Debit Card information.
- You have the option of adding more than one card.
- Tap i to go back to the menu.
- Then tap **Home** to get a ride!



# Choosing the car

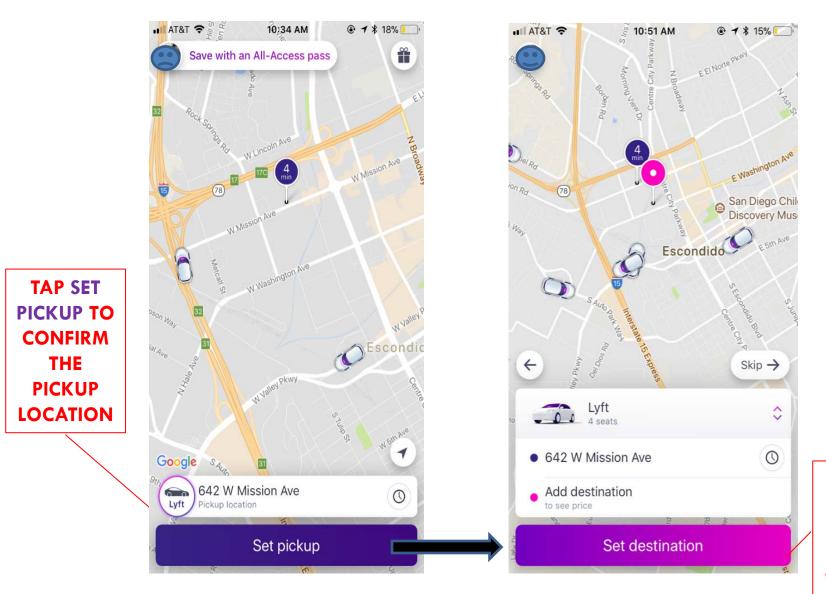
- You can select the icon to select the car you would like and how many seats you need (if you are riding with another person).
- The lyft option is the most common. It is usually people with sedans or the average car.
- The first option, "Lyft Line" is a carpool system- you may not go straight to your destination, but you may pick people up along the way. This is the cheapest option, but not the most time-efficient if you are in a rush.

#### **SET UP A PICK UP:** Use this page to set up a pick up



# Set Pick Up Information

- Use this page to add the pick up location.
- On this page, you can see how many drivers are near you, and your current location.
- Once you select the "pick up location" bar, you will be redirected to a different page to add the address you would like to be picked up at.
- On this page, you add the address manually or select "current location" and it will automatically add your location based off your phone's GPS.

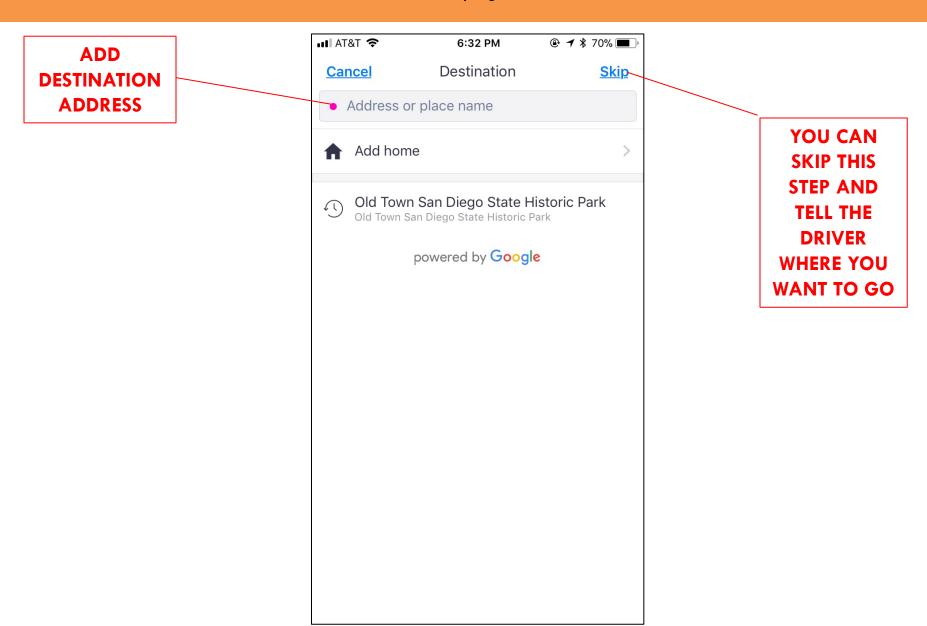


TAP SET
DESTINATION
TO ENTER
WHERE YOU
WANT TO GO

# Setting pick up & add destination

- Use this page to confirm your pickup location.
- Once you set pickup, you will be able to set destination.

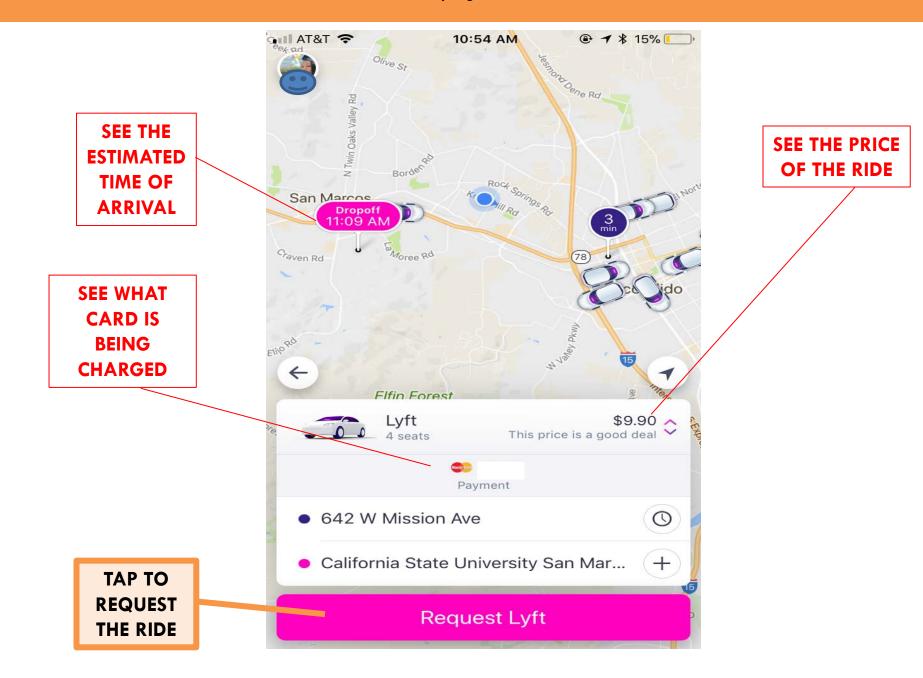
### ADD DESTINATION: Use this page to add the destination



# Add destination

- Use this page to enter the destination address.
- You can also skip this step by selecting the "skip" option on the top right corner.
- You can tell the driver where you want to go and he/she will use their map to take you to the proper location. However, if you do not enter the location into the app, you will not be able to see the cost of the ride until after the ride.

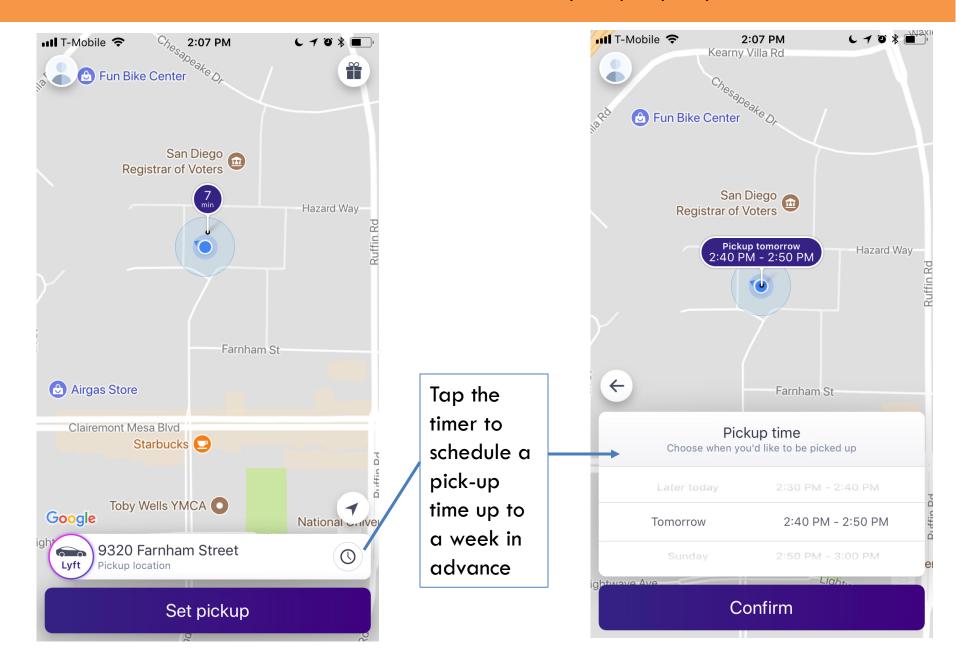
### **REVIEW THE DRIVE:** Use this page to see details of the ride



# Review the ride

- Use this page to see your estimated time of arrival (ETA), the total amount of the ride, and what card is being charged.
- This is also the page where you will **request the lyft** as the final step.
- Once confirmed, you will see the driver's name, the car you should be looking for, the license plate, and contact info for the driver.
- After you request the Lyft, make sure you are ready to go when the Lyft arrives. They will call or text you once they arrive if you are not outside waiting.
- After the ride is over, your app will ask you to tip the driver AND rate your ride from 1-5 stars.

### SCHEDULE A RIDE AT SPECIFIC TIME: You can schedule a Lyft to pick you up at a scheduled time



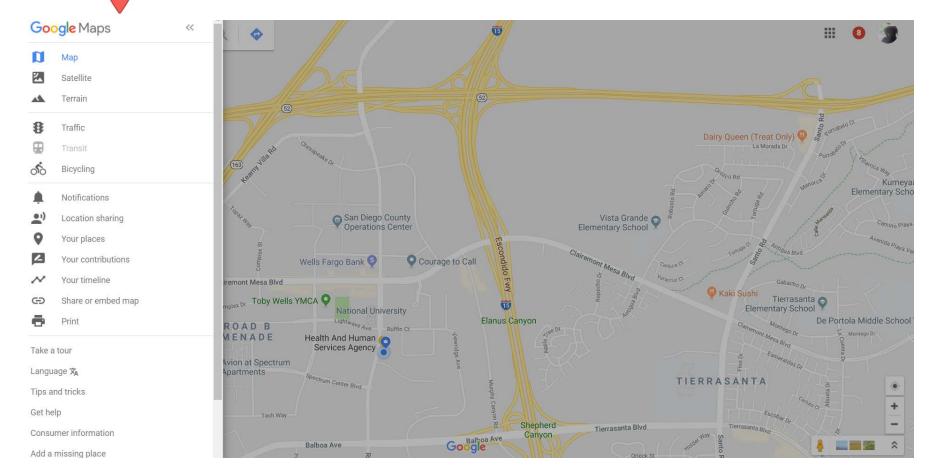
# Schedule a ride

- By clicking the timer icon (0) to the right of the 'pickup address' bar, you can schedule a ride up to a week in advance (for a doctor's appt, airport ride, etc.)
- You will get a 10 minute window for when you should be ready for pickup.

## A BEGINNER'S GUIDE TO Google Maps

Google Maps is a web app which offers route planning for traveling by foot, car, bicycle, or public transportation





## A BEGINNER'S GUIDE TO Google Maps

### **WHAT IS THE APP:**

Google Maps

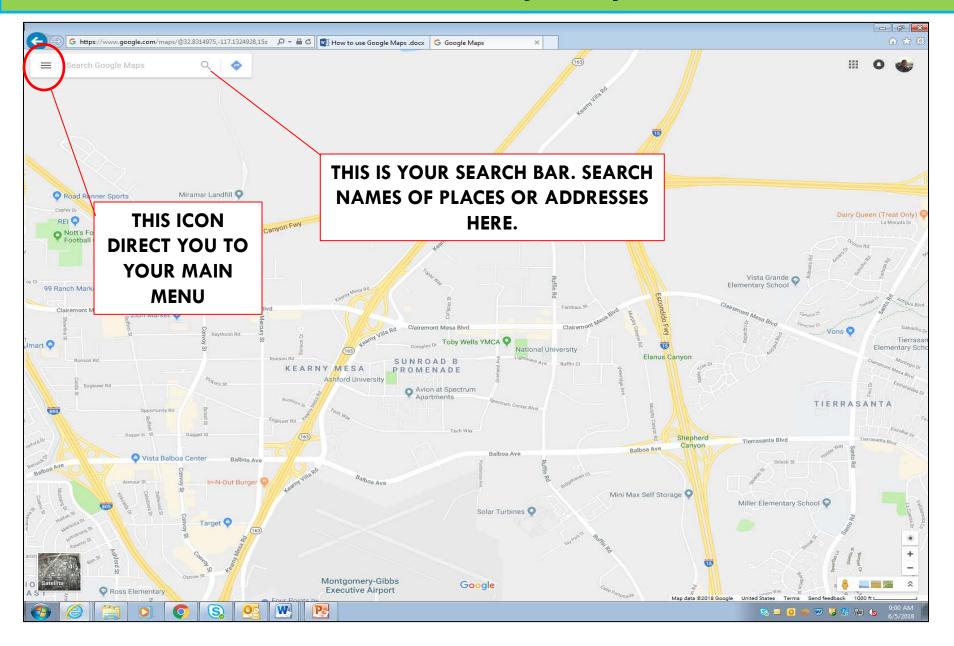
### **HOW IS IT USEFUL TO YOU:**

Google maps is a website and app which offers route planning for traveling by foot, car, bicycle, of public transportation. It can help you find where you are going, see the area around a location, and plan out trips.

### **HOW TO USE IT**

- 1. Go to your internet browser and type <a href="www.google.com/maps">www.google.com/maps</a> OR download the Google Maps App on your smart phone.
- 2. From the home page, you can search a location and get directions to and from anywhere else.
- 3. From the menu bar (3 lines to the left of the search box) = , you can select your mode of transportation (car, bike, walk, public transit).
- 4. Once you enter the address, you will get the estimated time of arrival (ETA), the distance of the trip, and the routes available based on time and your mode of transit.
- 5. You can then select the route you would like to take and get directions.
- \*Google maps will look slightly different, depending on the device you are using (phone vs. computer)

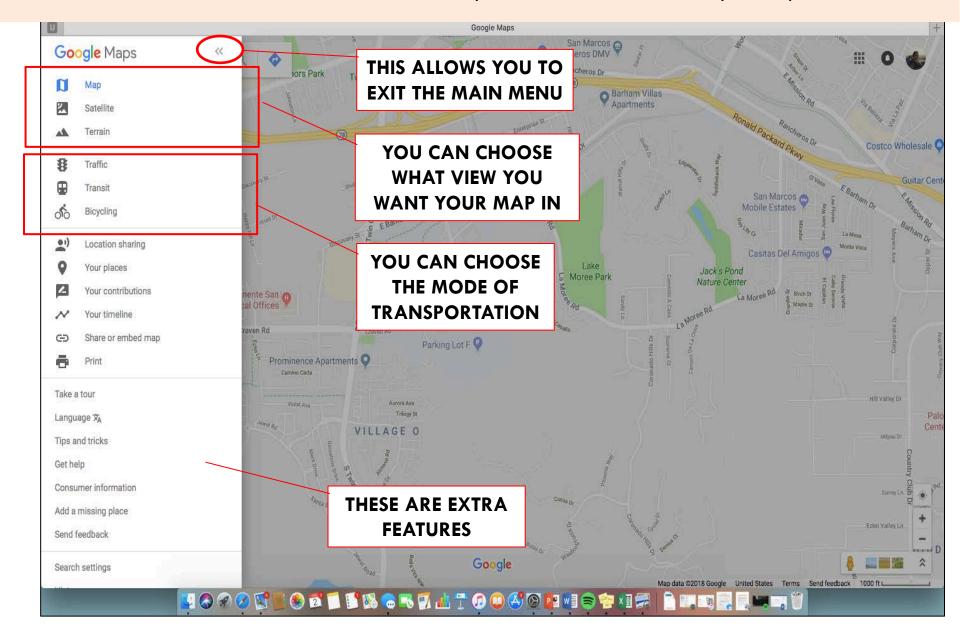
## A BEGINNER'S GUIDE TO Google Maps



# Main Map Page

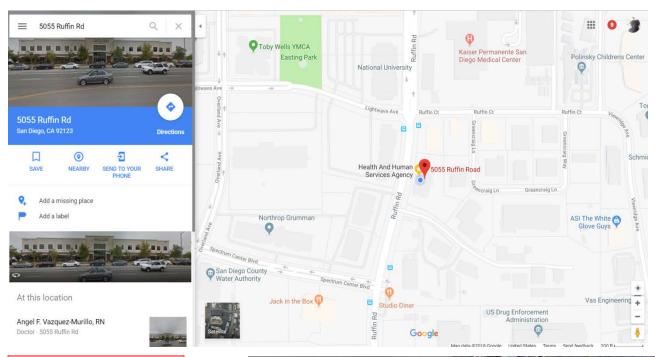
- This shows a map of your current location.
- You can search any location in the world from the search bar and get directions.

### MAIN MENU: Your main menu shows you the different features of your map



# Main Menu

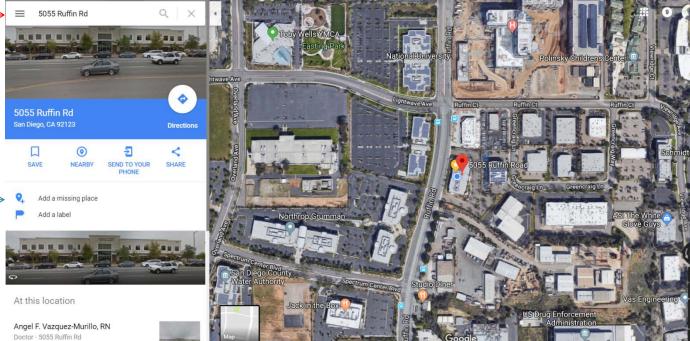
- If you click the three bars to the left of the search bar, you will find your main menu
- Use this page to navigate the main menu for Google Maps.
- In the main menu, you will be able to see the different types
  of views for your map (default, satellite, and terrain), the
  type of transportation (car, bike, walk, public transit), the
  traffic, etc.
- You can also take a tour as well as change the language.



## **Default View**

Enter address here

**Satellite View** 



# Address

Use the search bar to enter a location you want to view.

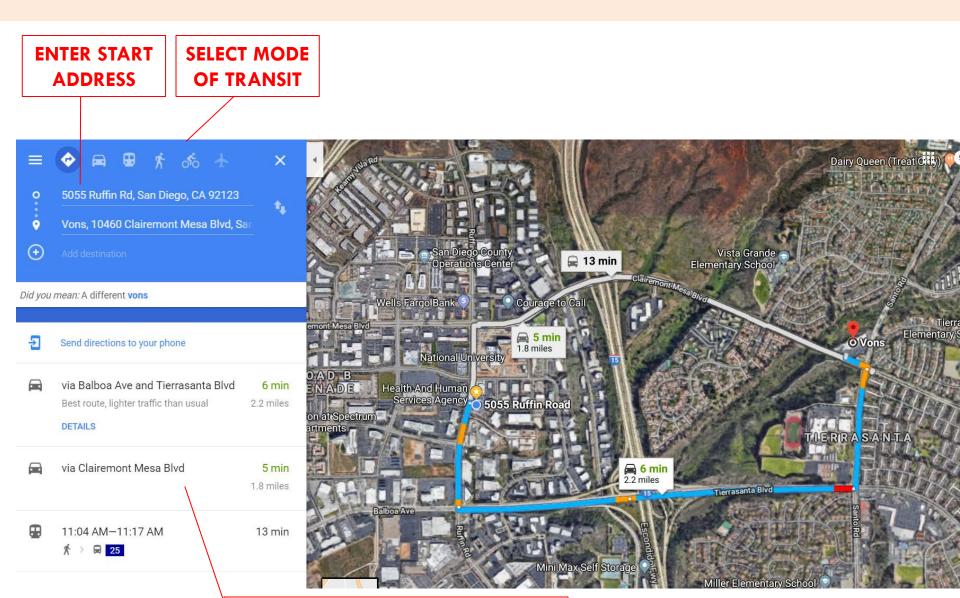




- Click Q to find a map of the location.
- Click on the to get directions to that place.

You will enter your starting location on the next page.

GETTING DIRECTIONS: You will enter the start location and choose what mode of transportation you will use



**SELECT ROUTE YOU WANT TO TAKE** 

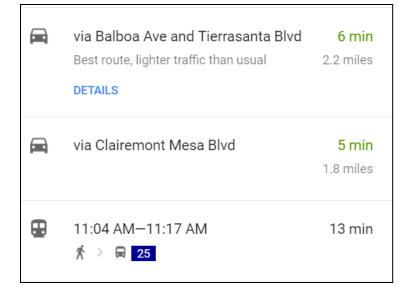
# Getting directions

- Use this page to enter your start location.
- You can choose your mode of transit at the top.

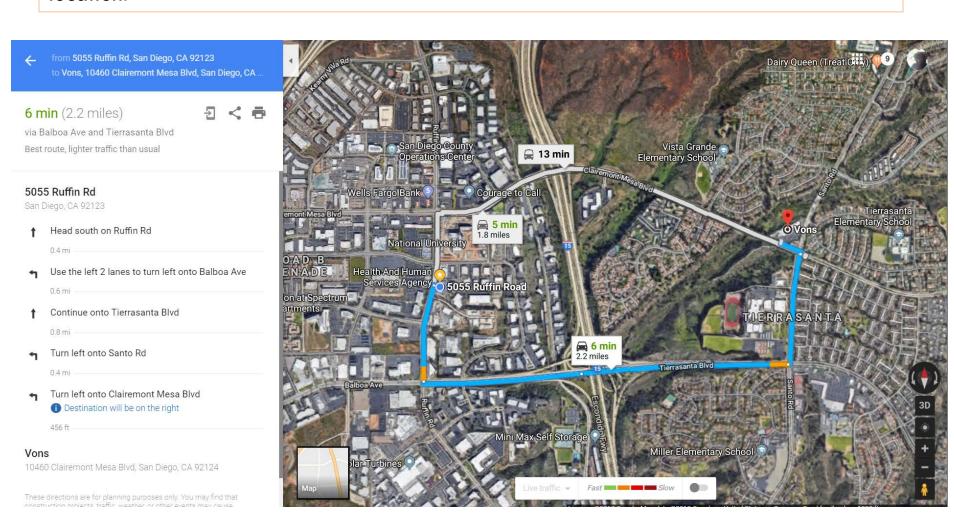


Select the route you want to take. You will see how long

each route takes.

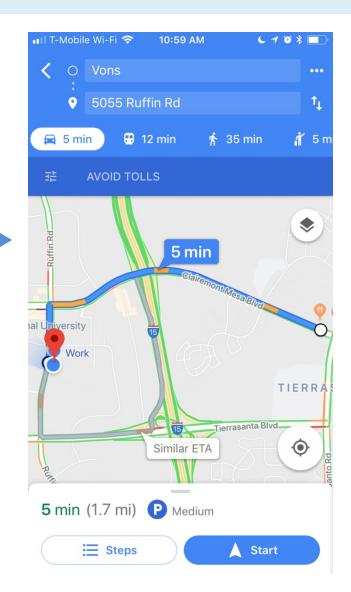


After you select the route of your choice, you will see step by step directions to that location.



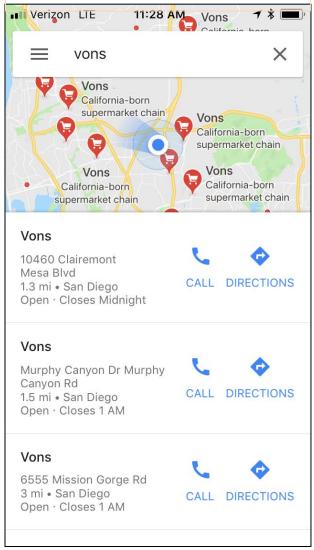
# Getting Directions

- After you select your preferred route, you will get step by step directions to that location, as well as be able to view it on the map.
- On your phone, you can receive directions out loud by clicking on the

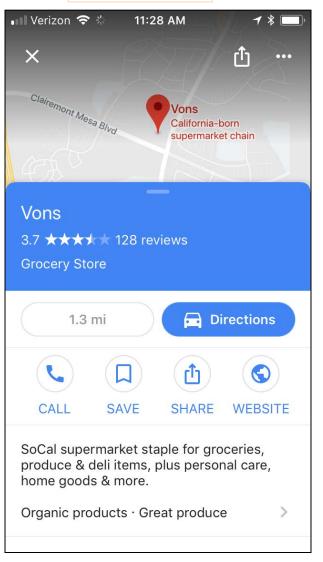


#### ON YOUR PHONE: GET DIRECTIONS ON THE ROAD

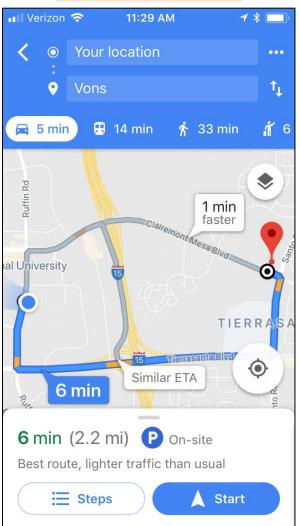
## Enter the location you want to go and click the address below



Click
"Directions"



Click "Start" to start navigation

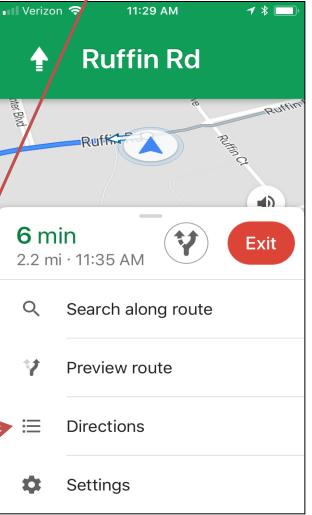


#### ON YOUR PHONE: GET DIRECTIONS ON THE ROAD

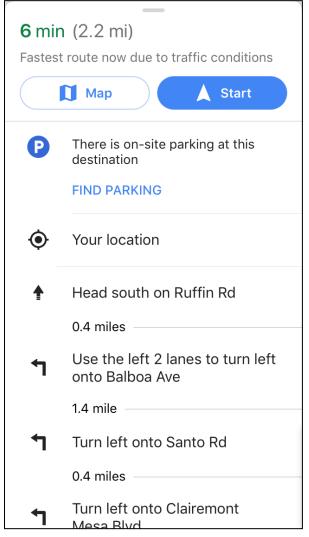
You will be given navigation directions step by step

・III Verizon 🤝 🐇 11:29 AM **Ruffin Rd** Dr Q Toby Wells YMCA National Univer Ruff 6 min Exit 2.2 mi · 11:35 AM

To preview the Route, click the bottom bar

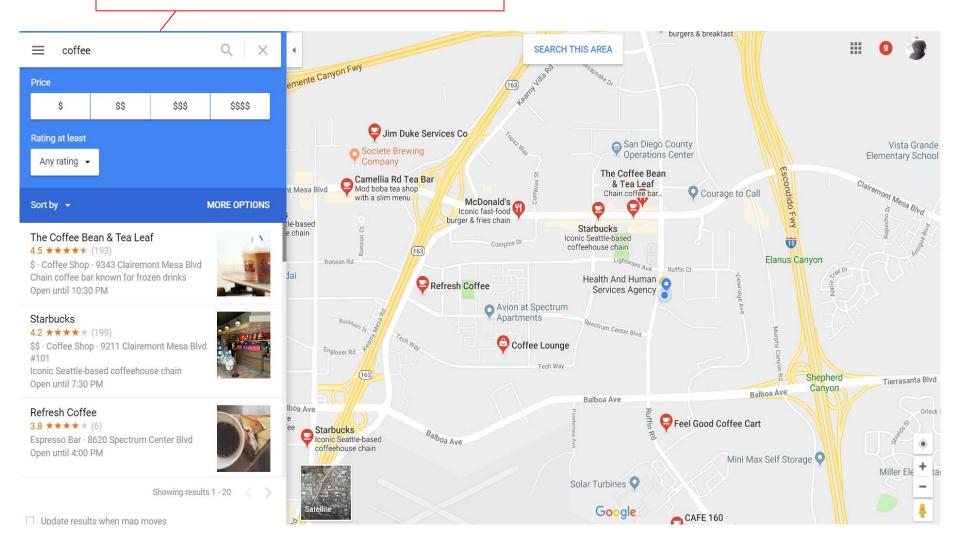


Click "directions" to see written directions



### SEARCH FOR NEARBY PLACES: SEARCH FOR NEARBY PLACES/STORES/ETC

Enter what you are looking for in the search bar

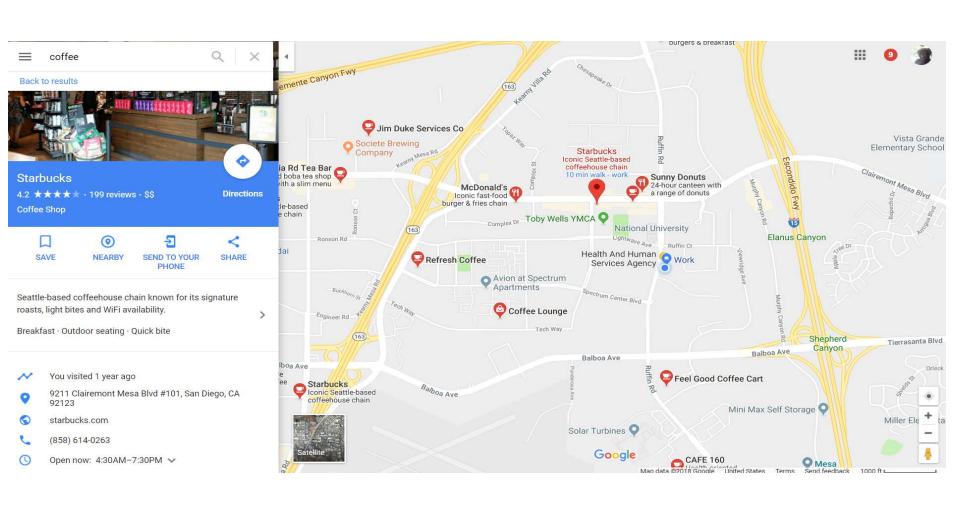


# Search for Nearby Places

- In addition to getting directions to a specific location, you can find nearby places you want to go, such as gas, coffee, restaurants, auto body shops, etc.
- You can search these in the search bar.
- The small blue dot shows your current location.
- Once you hit "enter," the map will populate with nearby "coffee" or the store/gas/etc that you are looking for. You will see the locations marked with red pins.

#### MORE DETAILS: GET MORE DETAILS BY CLICKING ON A RED PIN

Click on a red pin to get more details on a location.



# More details

 By clicking on a red pin you will be able to find more information, such as



more information, such as address, website, phone number, and open hours

 Click on "directions" to get directions to the location.

