ETC Best Practices:
Brag about your results!

WHAT?

Run a report for your organization/worksite that shows your progress over a period of time. Reports include data on:
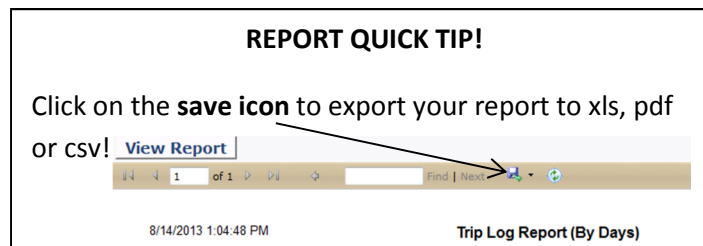
- Number of new users
- Non-SOV miles traveled
- Pounds of Carbon Dioxide saved
- Gallons of gasoline saved
- Money saved over driving alone
- Trips taken by mode

WHY?

- Employees see that they are making a difference.
- Building community support helps create social norms within your workplace – employees like to feel that they are part of a successful group and will seek to join if they are not participating.
- Gain management support for your efforts to promote Wheel Options.

HOW?

- Log into the administrative panel at https://wheeloptions.icarpool.com/admin/en/login.aspx or https://rideshareonline.icarpool.com/admin/en/login.aspx.
- Click on the **REPORTS** tab.
- Under Program Reports, click on **General Alternative Transportation Program Report.**
- Enter 10/1/2013 under **Start Date** and 10/31/2013 under **End Box**.
  - ○ Click **View Report.**

> **REPORT QUICK TIP!**
>
> Click on the **save icon** to export your report to xls, pdf or csv!

HELP!

For reporting assistance, contact your Wheel Options Administrator