CARRIER 360™ BY J.B. HUNT

UNDERSTANDING PAYMENTS - SINGLE LOAD

Quick Reference Guide

My Loads in Carrier 360 allows you to assign drivers to both single loads and multiple loads. Use this guide to learn how to assign a driver to a single load.
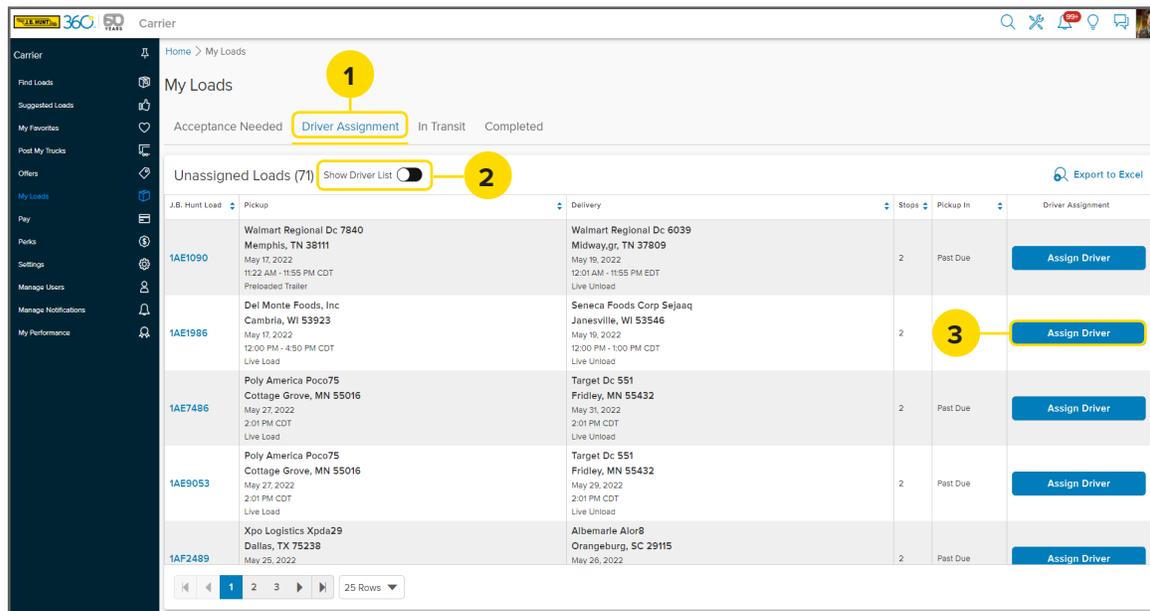
1. Driver Assignment
After navigating to the **My Loads** screen, click on the **Driver Assignment** tab.

2. Show Driver List
When assigning a driver a single load, keep the **Show Driver List** toggle turned off. This will only need to be turned on when assigning multiple loads to a driver.
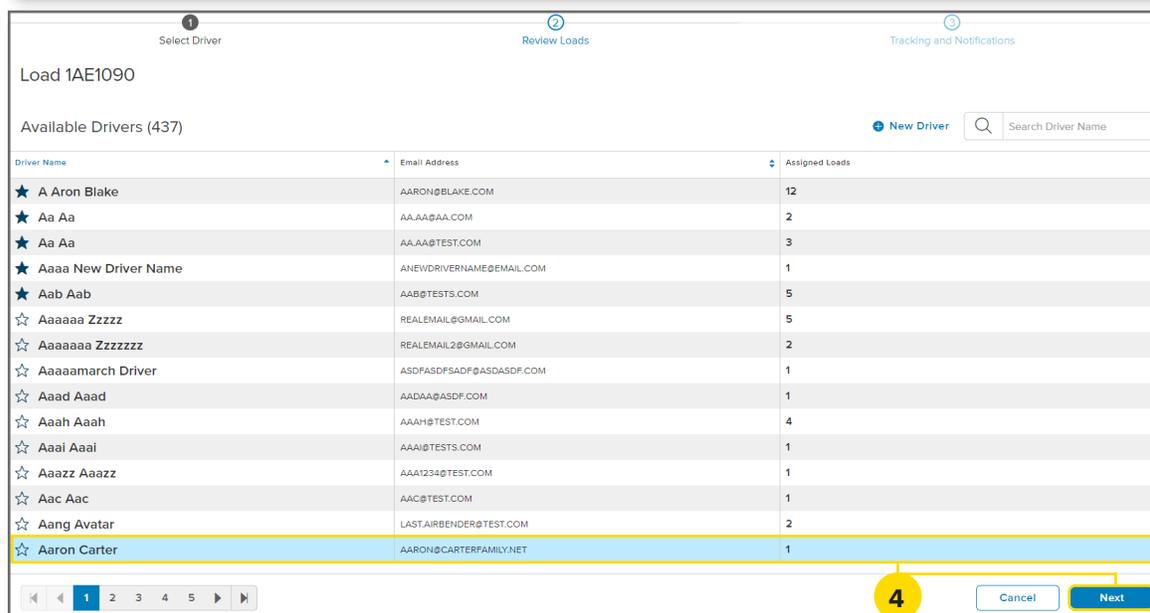
3. Assign Driver
Click the **Assign Driver** button next to the desired load.

4. Available Drivers
Click on the name of the driver you want to assign, then click **Next**.

Note: You can search for available drivers by typing a name in the **Search Driver Name** field, by clicking through the page numbers or clicking **New Driver**.

TIPS & TRICKS

Tracking is only shown if the carrier has an external tracking provider. Loads can be tracked through the J.B. Hunt Carrier 360 app or through external tracking. Choose the provider that best suits your situation.

5. Driver Loads

A screen will display showing the loads the driver is assigned to. Click **Next** to continue assigning the load.

Note: You can remove a load by clicking on the red remove icon.

6. Tracking and Notifications

Select the **Tracking Provider** that best suits the situation. If **Text Message Notifications** are enabled, the driver will recieve a link to the J.B. Hunt Carrier 360 app to view the current assignment.

Click **Submit** to finish assigning this driver. After submitting, the load can be found in the **In Transit** tab.

Still Have Questions?

Talk with a representative using the chat function in your Carrier 360 account.