

iOnTRAVEL

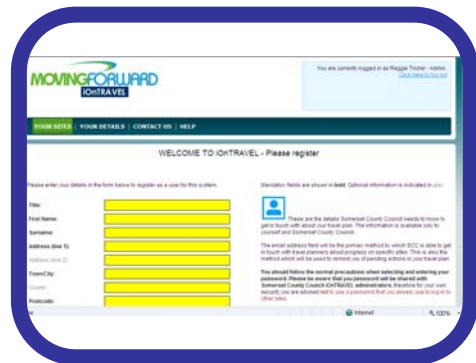
GET ONLINE FOR THE FIRST TIME...

Registering

Go to www.iontravel.co.uk

Click on Register

Type in - Your name
Contact details
Click 'Register'

A screenshot of the iOnTRAVEL registration page. The page title is "WELCOME TO iOnTRAVEL - Please register". It features a form with fields for "First Name", "Surname", "Address Line 1", "Address Line 2", "Town/City", "County", and "Postcode". To the right of the form, there is a "REGISTER" button. The page also includes a login status at the top right and a navigation menu at the top.

Adding your site

Within 2-3 days, you will receive confirmation of your registration

Log-in on www.iontravel.co.uk

Under 'Add A New Site', type in -
The name of your site
Click 'Send'

A screenshot of the iOnTRAVEL "YOUR SITES" page. It features a "Search For A Site" section with a search box and a "Search" button. Below this, there is a "Add A New Site" section with a "Site Name" input field and a "Send" button. The page also includes a "View A Site" section. The page title is "YOUR SITES".

...you are now ready to use iOnTRAVEL!

iOnTRAVEL

GETTING THE MOST FROM iOnTRAVEL

The next time you sign in

Under Your Sites, choose your site under
View A Site -

Choose your option, e.g. **Create Site From Scratch**



Complete your details

- Under **Site Synopsis**, enter basic information about your site and how it will operate
- Submit your **travel plan** online
- **Targets & Outcomes -**
enter your proposed changes to modal share over time
- **Action Plan -**
input the actions and timescales from your travel plan



Make the most of iOnTRAVEL

Once you've completed all your details, add your **completed actions** and **survey data** during the life of your travel plan

