

EasyFuel eCardlink Overview

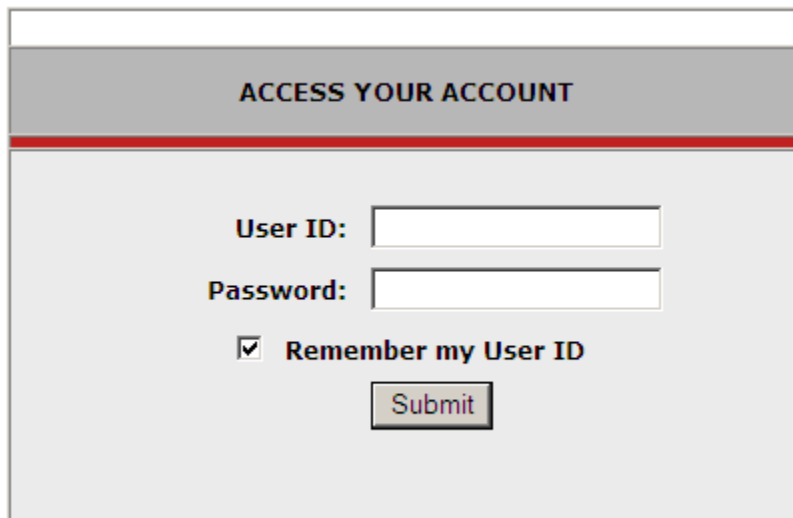
Here is a basic overview on using our new eCardlink website to access information on your account.

Start by opening Internet Explorer and going to:

<http://www.easyfuelinc.com>

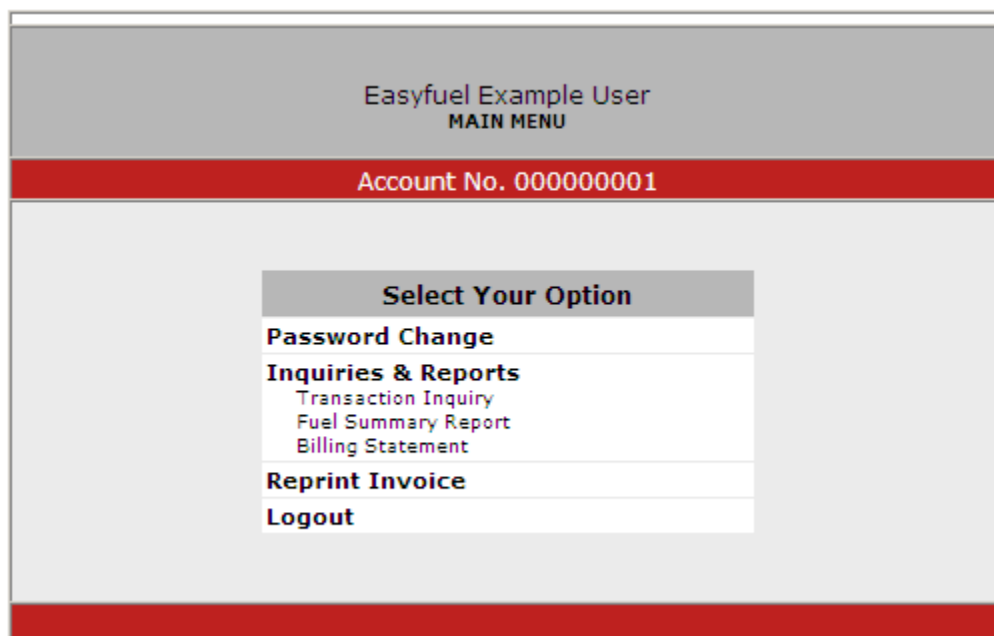
and choosing "Client Login."

Enter your User ID and Password in the spaces provided, and click Submit.



The screenshot shows a login form titled "ACCESS YOUR ACCOUNT". It features two input fields: "User ID:" and "Password:". Below the password field is a checkbox labeled "Remember my User ID" which is checked. A "Submit" button is located at the bottom of the form.

You are then presented with a menu of options:




The screenshot shows a main menu for "Easyfuel Example User". The account number "00000001" is displayed. The menu options are:

- Select Your Option**
- Password Change**
- Inquiries & Reports**
 - Transaction Inquiry
 - Fuel Summary Report
 - Billing Statement
- Reprint Invoice**
- Logout**

Password Change

Here is where you change your password, email address, name, or phone number that is listed in eCardlink.

		WEB USER MAINTENANCE	
UserID	efi0001		
Name	<input type="text" value="Easyfuel Example User"/>		
Email Address	<input type="text" value="efi@efi.com"/>		
Password	<input type="password" value="••••••••"/>		
Phone 1	(<input type="text"/>) <input type="text"/> - <input type="text"/> x <input type="text"/>		
Account Number(s)	000000001 -		
<input type="button" value="Submit"/>			
RETURN TO MENU			

Inquiries & Reports

For all of the below inquiries and reports, you can choose to display them on the screen, download them, or have them emailed to you.


Transaction Inquiry

You can look at a list of transactions in a web page, or get an Excel file (csv) of transactions. You can choose a date range or an invoice range, and either have all cards and all vehicles, or select a specific range of cards or vehicles.

EASYfuel		TRANSACTION INQUIRY	
Date Range	From	04 / 01 / 2007	
	Thru	04 / 30 / 2007	
		Select by invoice	
Card Numbers	All Cards	Select a specific range of cards	
Vehicle Numbers	All Vehicles	Select a specific range of vehicles	
Options	Sort By	Transaction Date	
	View	25 transactions per page	
Output Destination		Screen	
<input type="button" value="Submit"/>			
RETURN TO MENU			



Fuel Summary Report

This will give you a PDF summary of the fuel purchase transactions that have been invoiced. You can choose a date range of invoiced transactions, and either have all cards and all vehicles, or select a specific range of cards or vehicles, and sort by Vehicle or by Driver card.

EASYfuel <small>MOBILE FUELING SERVICE</small>		FUEL SUMMARY REPORT		
Date Range	From	02 / 01 / 2005	Thru	02 / 28 / 2005
<small>This report displays only INVOICED transactions</small>				
Card Numbers	All Cards Select a specific range of cards			
Vehicle Numbers	All Vehicles Select a specific range of vehicles			
Sort by	Default			
Detail or Summary	Detail			
Output Destination	Screen			
<p>The report will be displayed in PDF format. You will need Adobe Acrobat Reader to view or print the report. If you do not have Acrobat Reader, click on the Adobe icon below to download it for free.</p> 				
<input type="button" value="Submit"/>				
RETURN TO MENU				



Billing Statement

This will give you a PDF summary of invoices and payments, either all invoices or unpaid invoices only.

		BILLING STATEMENT
Invoices to Display	<input type="text" value="Unpaid Invoices Only"/>	
Output Destination	<input type="text" value="Screen"/>	
	<p>The report will be displayed in PDF format. You will need Adobe Acrobat Reader to view or print the report. If you do not have Acrobat Reader, click on the Adobe icon below to download it for free.</p> 	
<input type="button" value="Submit"/>		
RETURN TO MENU		

Reprint Invoice

This will give you a PDF that is exactly like the invoices sent to you every billing period

		INVOICE REPRINT
Select Invoice to Reprint	<input type="text" value="CL15653 - 2/08/05"/>	
Output Destination	<input type="text" value="Screen"/>	
	<p>The reprinted invoice will be displayed in PDF format. You will need Adobe Acrobat Reader to view or print the invoice. If you do not have Acrobat Reader, click on the Adobe icon below to download it for free.</p> 	
<input type="button" value="Submit"/>		
RETURN TO MENU		

Driver or Vehicle Card List

This will give you a list of Driver or Vehicle Cards. You can choose to only list active, or list active and inactive cards. You can also choose whether to list by Description or by Card number.

The screenshot shows a web interface titled "DRIVER CARD LIST" with the "EASYfuel" logo in the top left corner. The interface contains three filter rows, each with a grey label box on the left and a white dropdown menu on the right. The first row is labeled "Card Types to Display" and has "Active Cards Only" selected. The second row is labeled "Sort By" and has "Card Description" selected. The third row is labeled "Output Destination" and has "Screen" selected. Below these filters is a "Submit" button. At the bottom of the page is a red bar with the text "RETURN TO MENU" in white.

At any time, you can return to the previous menu by clicking on "Return to Menu" at the bottom of the screen. You can also logout by closing the window or, on the main menu, selecting "Log Out."

We hope you find this exciting new tool as useful as we do! Please call or email us if you have any questions or difficulty using it.