How does DCI calculate my mileage?

Mobile App

- Mileage is calculated for mileage-based punches (client transportation and drive) created via the mobile app
  - The Drive button in the mobile app is associated with the account type called Mileage in the web portal and mobile web
- DCI uses the addresses from the start and end locations in conjunction with Google Maps to find the quickest route between the two points
  - When creating punches via the mobile app, the map will show two pins:
    - Green Pin = Start Location
    - Red Pin = End Location
- This creates a route that records the miles as the Estimated Miles and the Actual Amount for the punch.
- The Estimated Miles and Actual Amount listed on the punch may be different from the user's odometer reading if the quickest route was not the path driven
- When entering punches for Client Transportation and Drive, use point-to-point trips. Do not enter round-trip punches because the system will calculate the punch as zero miles since the start and end addresses are the same.
- Optionally verify the mileage by entering the start and end address into Google Maps and selecting the quickest route
- The quickest route may not always be the shortest route (least amount of miles), as Google Maps takes traffic, construction, accidents, etc. into account.

Web Portal or Mobile Web

- When entering a mileage-based punch (client transportation or mileage) via the web portal or mobile web, enter the starting and ending odometer readings into the Add New Entry form wizard.
- DCI calculates the difference between the starting and ending odometer readings to calculate the mileage amount

Related articles

- Mobile App - Client Transportation
- Transportation, Client Transportation, Drive, and Mileage
- Time Entry - Account Type Mileage (Drive button in Mobile App)
- Time Entry - Account Type Drive
- Time Entry - Account Type Client Transportation