

C	last name	first name	mobile	status	view...
	Cairn	Donald		Active	Details Tasks Tests

Choose what class vehicle you want to see when you want to see it.

If someone wants you to contact them later for special events

Clicking on the Calendar button takes you straight to your calendar to set up new lessons. In calendars you can set up any calendar you normally use. IE Google Calendar or iCal or any other you normally use. It can then populate to any other system you may use.

Preset SMS's and email's to contact students without having to retype them out every time.

Student Information. Clicking on Details, Tasks or Tests will take you to a corresponding page with more information. Clicking on New will create a new student or Delete which will remove a student with incorrect information.

The Settings Button will take you to pages to configure and customise IO.

Quit closes IO and returns you to Filemaker Go.

Unlicensed - Demo Mode, Clicking on this will bring up information to purchase IO.

Menubar and toolbar takes you to filemaker settings and options.

swipe for test, tasks and other lists

5F3E4A524F0642AF8CCC05CA12931E31

company name YOUR COMPANY NAME

business number ABN123456

local vehicle license service Type in the name of your local DVS or DoT to be placed into the Indemnity form

questions

Do you have your learners permit Customisable "on the phone questions" for you to ask students

Do you have experience

Have you booked your test

Please define question 4 in settings

Please define question 5 in settings

file name to import from

import Instructors Organiser V1.18

you can import data from a previous versions of 'Instructors Organiser' to the latest version on your iOS device: Copy the latest version to your iOS device, make sure it has a different name (version number) than your current one (that holds your data) Enter the exact file name in the box above and use the red import button to import.

WARNING: this will replace the data of the open version with the data in the file to import from. If you're not sure, we recommend you make backups first! When a bug fix or new version comes out you can transfer all information from the current version to the new version via this button

'how did you hear from me' list

Business card
 Website
 Internet search engine
 Phone book
 Yellow pages
 Word of mouth
 Other

Customise this to see where most of your clients come from

status list (active, inactive)

Complete Car
 Complete RN
 Complete RE
 Complete Truck
 Complete Plane
 Complete Train

Customise this to move students who have completed your training or who are new

Licensing and Contact IO creators

Swiping left and right takes you to other customisable sections



tests list

- Lams
- Open
- Scooter
- Car manual
- Car automatic
- Truck LR
- Truck MR
- Truck HR
- Train
- Boat
- Plane

Add any vehicles here that are tested

classes of vehicles

- Car Manual
- Car Automatic
- Motorcycle RN
- Motorcycle RE
- Motorcycle R
- Truck LR
- Truck MR
- Plane

Add any class vehicle that you teach here

medical list

- Glasses
- Medical
- Both
- None

Medical list information

tasks list - define your tasks to be completed here

Put your own picture in! rating pict

- Check vehicle lights and brakes
- Start and stop vehicle
- Indicators on
- Indicators off
- Hill starts
- Come to correct stop line position
- Navigate roundabout correctly
- Check speed
- Check mirrors
- Look right and left before entering roundabout
- Look left before exiting roundabout
- Correctly pull into a car parking bay
- Correct gears used taking off

Use the trash icon to delete the current task list and then create new ones to suit you!

Items list - define your items and prices here

Description	Price	
basic lesson - 1 hour	60	
off road lesson - 1 hour	90	
exam	100	
use my bike	45	

Create your own prices on this page. Links to student pages to record how much they have spent with you.

Items and payments All Due Paid

Donald Cairn Paid **340** Due **180**

ItemDate	Description		Price	Paid
17-08-2017	basic lesson - 1 hour		60	<input type="checkbox"/>
12-08-2017	basic lesson - 1 hour		60	<input type="checkbox"/>
01-08-2017	basic lesson - 1 hour		60	<input type="checkbox"/>
23-07-2017	off road lesson - 1 hour		90	<input checked="" type="checkbox"/>
23-08-2016	basic lesson - 1 hour		60	<input checked="" type="checkbox"/>
15-08-2016	exam		100	<input checked="" type="checkbox"/>
07-08-2016	off road lesson - 1 hour		90	<input checked="" type="checkbox"/>
				<input type="checkbox"/>

This page is for recording lesson costs and if a student owes you money. This page links to the last page with yearly totals.

9:54 am Click on the SMS button to open the messaging function of your iPad 100%

1 of 1 Calendar SMS & Mail SMS Call

Riders Details

Do you have your learners permit Yes No

Do you have experience Yes No

Have you booked your test Yes No

Please define question 4 in settings Yes No

Please define question 5 in settings Yes No

Medical or glasses on permit

Class of Vehicle

How did you hear of me

Notes

Support and Sales contact video rec. allowed Yes No

Information typed in here will fill in the Indemnity form.

Click on the Indemnity button scroll down to signature touch that then click on signature then have the student or guardian use their finger to sign the form.

NO MORE paper required!!!

Indemnity

First Name: Donald, Last Name: Cairn, Address: [empty], Mobile Number: [empty], Date of Birth: [empty], Licence Number: [empty], Licence Expiry Date: [empty], Email: sales@instructors-organiser.com

First/Last Name - Next of Kin / Guardian, Address, Mobile Number, Relationship

Status: Active, Completed Tasks: 5/14, Test Attempts: 2 tests, Due: 180

UNLICENSED - DEMO MODE Details as List Settings quit

9:54 am 100%

1 of 1 Calendar SMS & Mail SMS Call

Tasks to be completed before test

Email Tasks New Tasks List

Donald Cairn

Check vehicle lights and brakes When you first open this page there will be a blank information screen. Pressing the New Task List will populate the page with the task you have customised. These icons can be customised to any icon you want to use. As students progress you click further up adding more thumbs up. Also pressing C will clear that row of icons.

Check vehicle lights and brakes	C	👍	👍	👍				
Start and stop vehicle	C	👍	👍					
Indicators on	C	👍	👍	👍				
Indicators off	C	👍	👍					
Hill starts	C	👍	👍	👍	👍			
Come to correct stop line position	C							
Navigate roundabout correctly	C							
Check speed	C							
Check mirrors	C							
Look right and left before entering roundabout	C							
Look left before exiting roundabout	C							
Correctly pull into a car parking bay	C							
Correct gears used taking off	C							
Correct gears used slowing down	C							

UNLICENSED - DEMO MODE Details as List Settings quit

Telstra 9:55 am 100%

List < > 1 of 1 Calendar SMS & Mail SMS Call

Tests, results & notes

Donald Cairn date/completed

<input checked="" type="radio"/> Boat <input type="radio"/> Car automatic <input type="radio"/> Car manual <input type="radio"/> Lams	<input type="radio"/> Open <input type="radio"/> Plane <input type="radio"/> Scooter <input type="radio"/> Train	<input type="radio"/> Truck HR <input type="radio"/> Truck LR <input type="radio"/> Truck MR	<input checked="" type="radio"/> Fail <input type="radio"/> Pass <input type="radio"/> Flawless Pass	notes	22-08-2016	<input type="checkbox"/>
<input checked="" type="radio"/> Boat <input type="radio"/> Car automatic <input type="radio"/> Car manual <input type="radio"/> Lams	<input type="radio"/> Open <input type="radio"/> Plane <input type="radio"/> Scooter <input type="radio"/> Train	<input type="radio"/> Truck HR <input type="radio"/> Truck LR <input type="radio"/> Truck MR	<input type="radio"/> Fail <input checked="" type="radio"/> Pass <input type="radio"/> Flawless Pass	notes	22-08-2017	<input type="checkbox"/>
<input type="radio"/> Boat <input type="radio"/> Car automatic <input type="radio"/> Car manual <input type="radio"/> Lams	<input type="radio"/> Open <input type="radio"/> Plane <input type="radio"/> Scooter <input type="radio"/> Train	<input type="radio"/> Truck HR <input type="radio"/> Truck LR <input type="radio"/> Truck MR	<input type="radio"/> Fail <input type="radio"/> Pass <input type="radio"/> Flawless Pass	notes	date	<input type="checkbox"/>

This page is for recording your students tests and how well they did. You can also type a note to remind you on what they might need to improve on in the future if they upgrade their vehicle licence.

UNLICENSED - DEMO MODE Details as List Settings quit

Telstra 9:55 am 100%

List < > 1 of 1 Calendar SMS & Mail SMS Call

Test & financial totals

Donald Cairn 2 tests

test totals

student 2018

Fails of

Passes of

Flawless Passes of

total

Test results for the year. You can keep a record of how you have done for the year. Also you can go back to previous years to compare results.

\$ student totals

all years 2018

Paid 340

Due 180

520

Records of how much you have earned for the year from students

% all students

2018

Fails

Passes

Flawless Passes

\$ all students (of year)

Paid

Due

All

UNLICENSED - DEMO MODE Details as List Settings quit