A clearer route to your drivers

Read this alongside the approved 70-page FleetTime 2.9.13 User and Technical Guide. These pages describe changes verified in build 2.9.14.

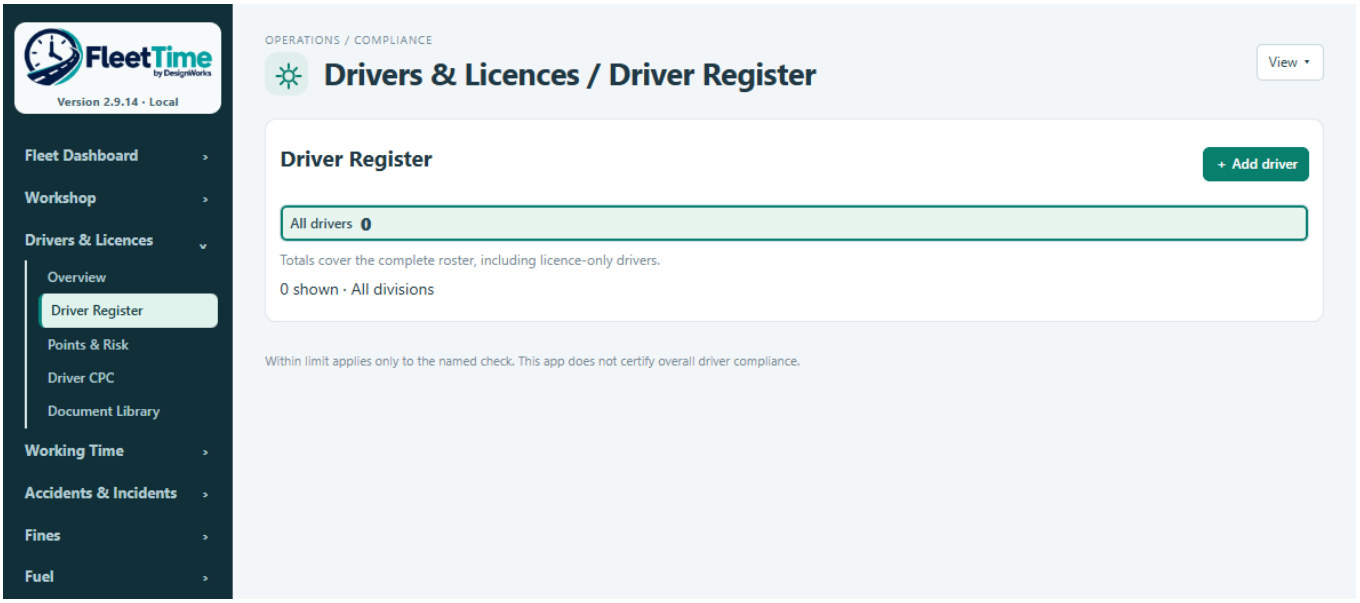
Local or Network?

Local: one computer manages its own selected workspace. **Network:** authorised users share an agreed folder or configured server. Both editions include the same operational sections, privacy controls, reporting and Recovery tools. Network needs an administrator-managed connection; ordinary cloud sync is not a live multi-user database.

What is new in 2.9.14?

Driver Register now has a visible **Add driver** button. Existing **Edit** continues to update the selected person. The Help menu now opens the DesignWorks support portal. Support uses **support@design-works.org.uk**; general enquiries use **hello@design-works.org.uk**.

Drivers & Licences / Driver Register
Open the parent menu, then Driver Register. The Add driver button is at the top right; division totals remain above the compact list.

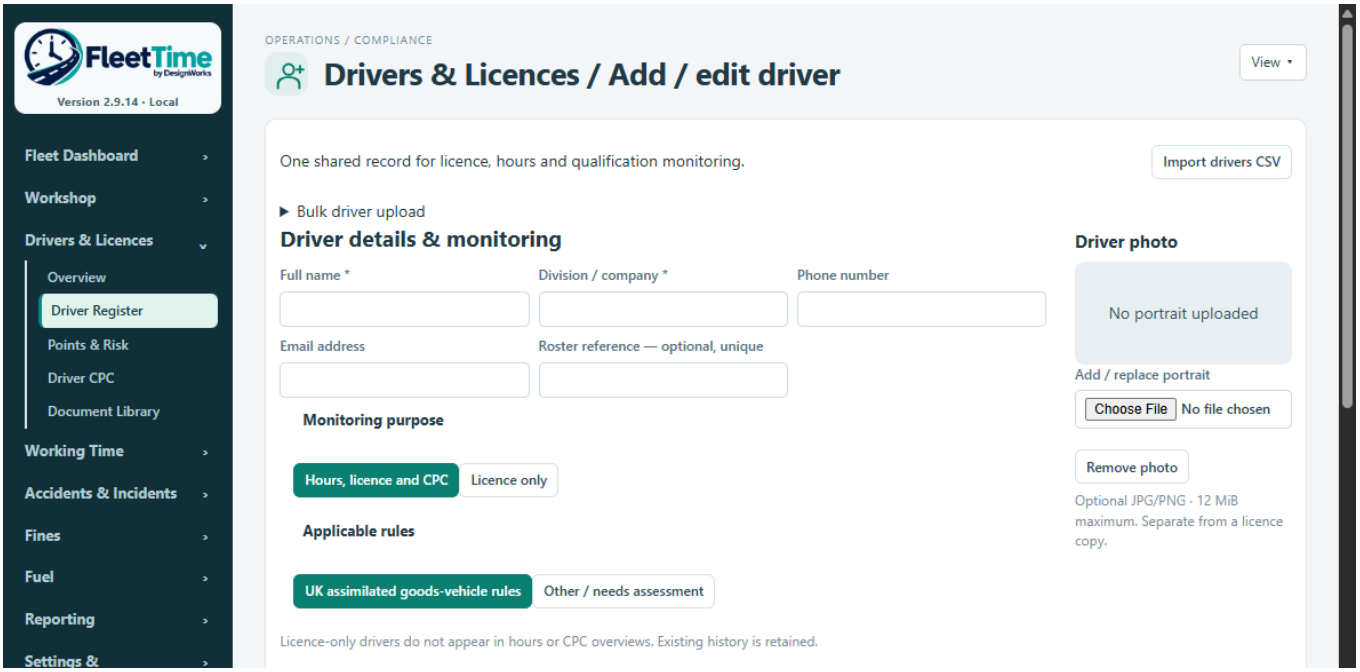


Check before creating: search and review your existing people first. Use Edit when the person is already present. Similar names require identity review and distinct roster references; do not create another record just because a division filter hid the original.

Permissions: Add driver and editing require driver-edit permission. A read-only account cannot use the direct editing route. Ask an administrator if the action is missing.

Add driver - step by step

Actual 2.9.14 native interface in an isolated training workspace. All names and records shown here are fictional.



1 Identify the person
Enter Full name and Division / company. Add contact information and an optional unique roster reference. Choose Hours, licence and CPC, or Licence only. Select the applicable rules deliberately.

2 Add the evidence you have
Driver photo is optional. Expand licence details, categories, CPC or ADR where needed. Enter only confirmed information. A completed licence check needs its actual date and result; do not mark a check as complete merely because a document was uploaded.

3 Save, then verify
Click Save driver. Look for Driver saved. Return to Driver Register and confirm the person appears in the correct division. Use Edit to check details; saving changes must retain the same person and history.

4 Get help or suggest an improvement
Open Help > Support portal / suggest a feature. Search guide answers first, then use your client account to create a ticket. Describe the page, build, steps and message; attach relevant screenshots or project files. Never send passwords, recovery keys or unnecessary personal driver records.

Support portal: www.design-works.org.uk/support/
Before updating: make a complete backup and keep every part. Close all FleetTime clients and stop a shared server before updating it. Install the matching edition, then verify records and documents. Keep the original workspace.

Scope: workspace format 13 and the storage/recovery design are retained. Provider APIs, Microsoft signing and commercial licensing remain separate. The approved 2.9.13 PDF is unchanged; its missing Add driver entry-route warning no longer applies to 2.9.14.