# **RV Trip Wizard**

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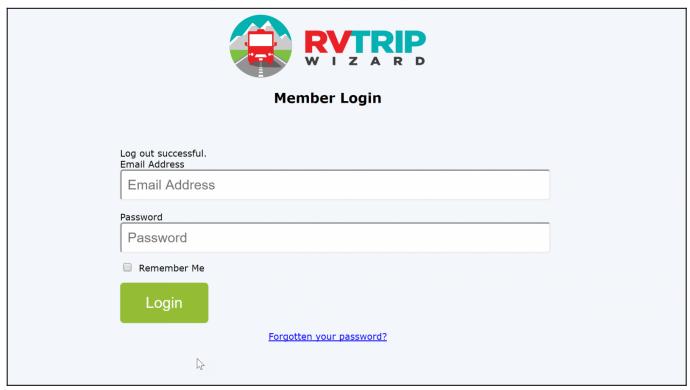
# **Getting Started**

RV Trip Wizard is designed to be as intuitive as possible. We have tried to make things simple and straightforward, organized according to what we think is a logical flow. That said, there is always room for improvement and we welcome your suggestions and input. Please <u>Contact Us</u> to share your concerns and suggestions.

RV Wizard runs on PCs, Macs, iPads, iPhones and Android devices and requires Internet access and a modern browser. We back up your data each time you log in, update preferences, create trips and make changes to existing trips, so you'll never have to worry about losing data in the event your computer freezes or crashes.

### Login

Let's start at the beginning, where you enter the *Member Login* page of the RV Trip Wizard. This is the screen you will see when you log in.



Before we start, please make sure that your browsers have support for Javascript turned

on. See <a href="https://support.microsoft.com/en-us/gp/howtoscript">https://support.microsoft.com/en-us/gp/howtoscript</a>. RV Trip Wizard supports modern browsers, for example Chrome, Firefox, & Safari.

Enter the email address you signed up with and your password.

You can click the **Remember Me** box so that you only need to click the **Login** button in the future. We **DO NOT** recommend doing this if someone other than you or your family uses this computer, or if you are on a public WiFi network.

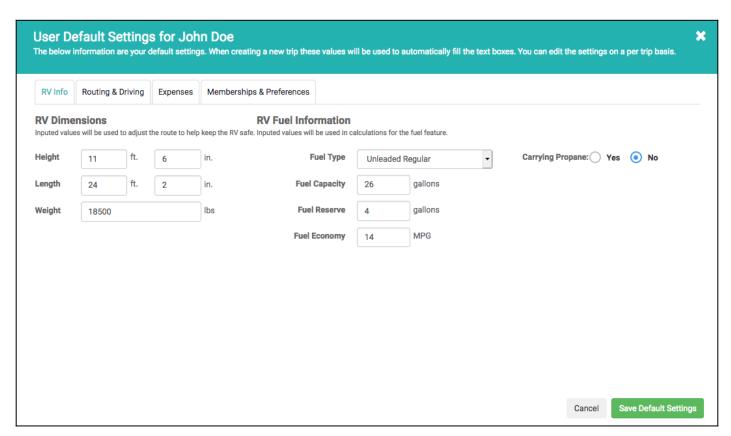
If you forget your password, click the **Forgot Your Password** and we will send it to the email address we have on file.

### First Time Login

The first time you log in to the system, you will be asked to complete the **Default Settings** to ensure you get the most out of RV Trip Wizard. This is an input form that asks for information about your RV, road and mileage preferences, a few expense items and your RV park preferences, if any. It is in 4 sections (RV Info, Routing & Driving, Expenses, Membership & Preferences), but is simple to fill out.

Each input area contains a short description and many of the entries are fairly straightforward. Once you start building your trip, the Trip Planner will calculate your route based on the information listed here. Things like whether or not to take toll roads, avoiding low clearances, add refueling warnings when it's time to fill up, and other important details. If you see a low clearance sign on your route, zoom in on it and you will most likely see that it is an underpass on a road crossing under your route and not on the route itself.

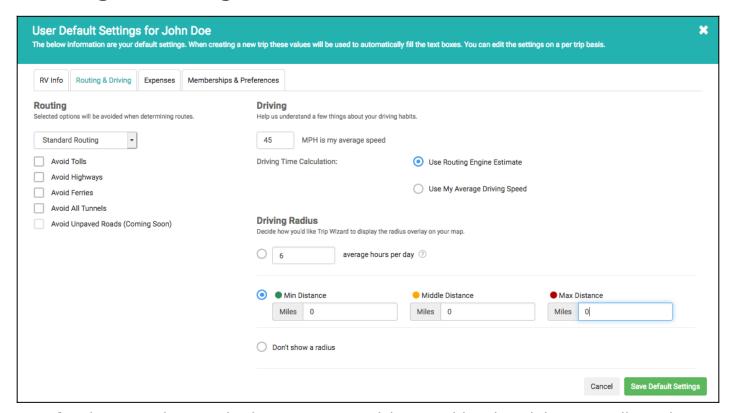
#### **RV** Info



The **RV Info** tab lets you add important information pertaining to your RV, including the height, length and weight of your RV. With this information, RV Trip Wizard can create alerts notifying you any time you are near bridges or overpasses that lack the height/length to accommodate your vehicle.

- Select your Fuel Type from the drop down menu. This will be helpful when you're looking for gas stations near trip stops. We'll cover this in greater detail in Planning Your Trip.
- Select whether or not you will be carrying propane on your trip. If propane is selected
  AND you choose RV Friendly Routing (in the Routing & Driving tab), you will
  automatically be routed around tunnels that prohibit propane.
- Fuel Capacity corresponds to the number of gallons your fuel tank can hold.
- Fuel Economy is the amount of miles per gallon you can get in your RV.
- Fuel Reserve is the amount of gas you want to have in reserve during the trip building process. RV Trip Wizard keeps track of your mileage and will place a refueling icon on the map once this threshold has been reached.

#### **Routing & Driving**



Routing lets you choose whether or not you wish to avoid Major Highways, Toll Roads or Ferries when creating your trip. You can also select between Standard Routing, which will route you according to current Google map information, or RV Friendly Routing, which will take into account any road restrictions that will inhibit your ability to travel in your RV (low clearances, turns too sharp for RV length, avoidig grades that are too steep and load zoned bridges).

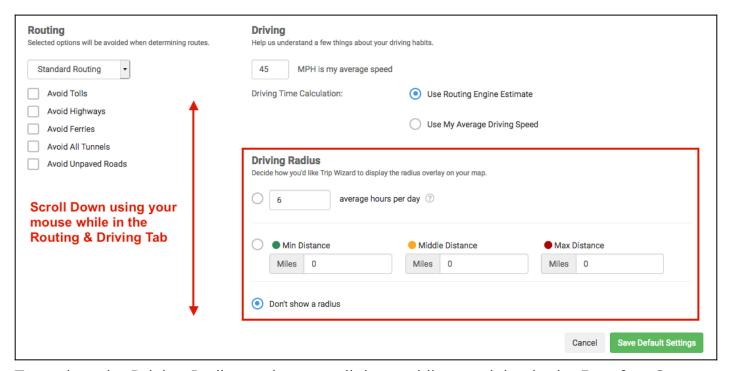
If you're planning a trip during the winter months, RV Trip Wizard matches your trip dates with information pertaining to mountain passes, ferry routes and other seasonal road closures. If your trip falls within the dates these routes are typically closed, RV Trip Wizard will automatically choose a route to avoid these closures.

**Please note:** Some passes or roads close earlier/later than planned dates due to unforseen circumstances like storms or flooding. It is always your responsibility to check with local authorities for any special announcements.

**Driving** lets you set the amount of time or distance you would like to drive each day. Start by entering your average driving speed in miles per hour. From there, either select Use Routing Engine Estimate or Use My Average Driving Speed to calculate your Driving Time.

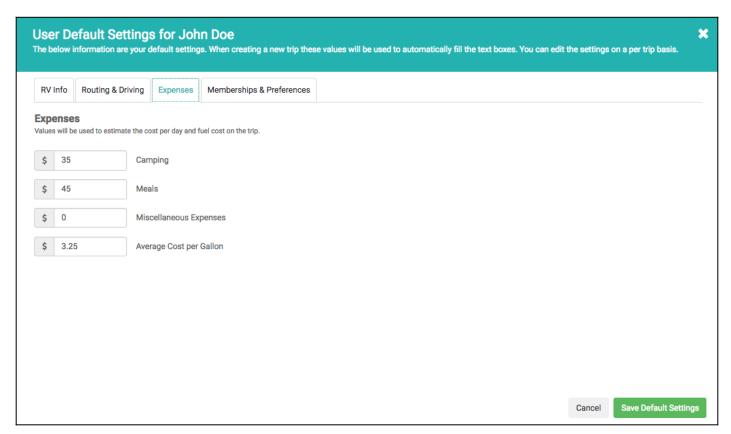
- If Routing Engine Estimate is selected, the <u>Turn by Turn directions</u> function will calculate drive time based on posted speed limits.
- If Use My Average Driving Speed is selected, RV Trip Wizard will use the number you entered in the Average Driving Speed box above to determine travel time.

#### **Driving Radius**



To explore the Driving Radius options, scroll down while remaining in the **Routing & Driving** tab. **Driving Radius** lets you calculate the amount of time/distance you wish to drive each day. You can select from three options: Average Hours Each Day, Distance (in the form of three circles: Minimum Distance, Medium Distance, Maximum Distance) or Don't Show a Radius. These fields determine your driving preferences radii. For more information on how Driving Radius works on your map see <a href="here">here</a>.

#### Expenses

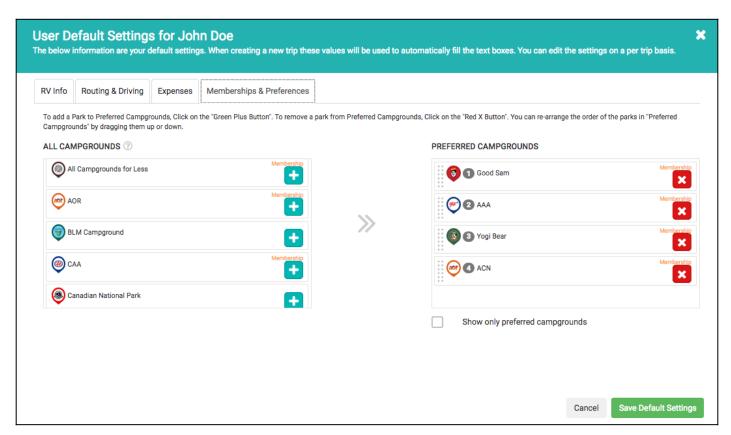


The **Expenses** tab lets you estimate the cost of each trip you create by adding a rough estimate of expenses for things like Camping, Meals, Miscellaneous Expenses as well as the Average Cost per Gallon of fuel.



For each stop RV Trip Wizard will default to these estimates. You can manually override these defaults as desired.

### Memberships & Preferences



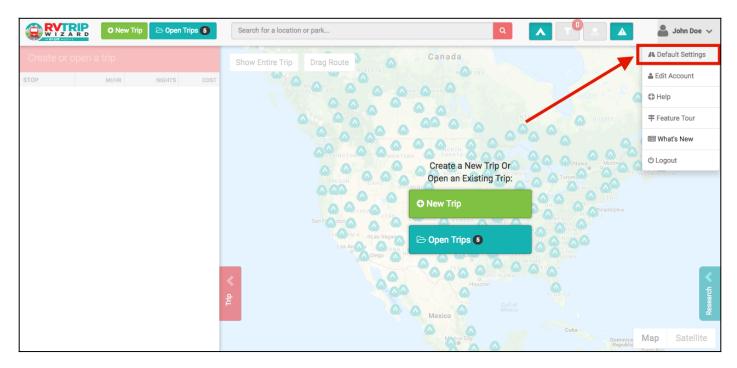
The **Memberships & Preferences** tab allows you to enter and rank park memberships.

View the <u>Campground Memberships and Favorites</u> section below to learn more about how to add, remove and rank each item.

#### You've Finished Entering Your Information. Now What?

Once you've entered information into each of the tabbed areas, click the green **Save Settings** button. **Save Settings** will automatically load the last trip you worked on whenever you enter the Trip Planner. If this is your first time with Trip Wizard it will revert to the main trip screen.

You can always make adjustments to your Settings by clicking the **Your Name** in the RV Trip Wizard Header and selecting **Default Settings** from the dropdown menu.

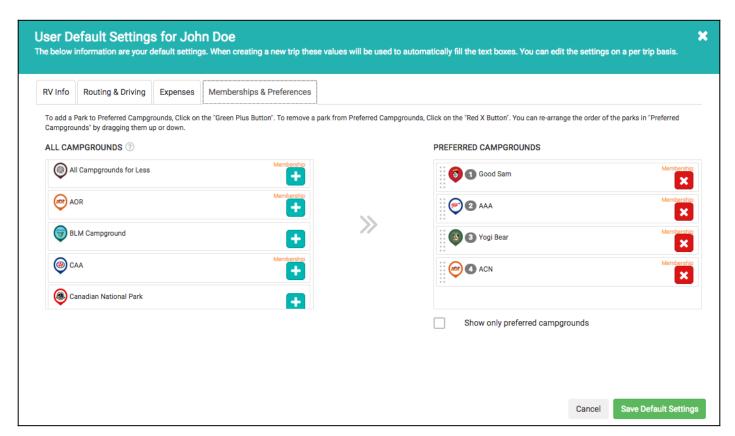


## Campground Memberships and Favorites

To add a campground membership to your list, select the membership you wish to add under *All Parks* by clicking on the green box with the + ( $\stackrel{\bullet}{\leftarrow}$ ). The membership will then appear in a list under *My Favorites*. If you want to remove a campground membership from *My Favorites* click the red box with the  $\mathbf{x}$  ( $\stackrel{\boldsymbol{\times}}{\boldsymbol{\times}}$ ). These icons will show on maps instead of the default icon.

You may also enter items that are not memberships, such as Corps of Engineers Campgrounds. All membership campgrounds are shown below with the word *Membership* in yellow next to their name.

## Memberships and Maps



Suppose you have 3 memberships -- KOA, Happy Camper and Good Sam ranked as 1, 2 and 3. If choice #1 (KOA) is not available in the map area shown, but some of choice #2 (Happy Camper) and choice #3 (Good Sam) are -- choice #2 & #3 icons will appear on the map. If a park has more than one of your choices, the higher ranked choice will appear. For example, if a park is both a Good Sam and Passport America member and you have Passport America ranked as #3 and Good Sam ranked as #5, the Passport America icon will appear as a discounted campground on your map.

If you only want your favorite campgrounds to appear, click on the *Show only preferred* campgrounds checkbox. Please note: only campgrounds that are in your My Favorites will appear on the map.

## Video Tutorials

We are in the process of creating video tutorials to give subscribers a better sense of how our software functions following our most recent update. <u>Click here</u> to view our current list of videos. This list will be updated as new videos are created.

#### Video Titles (click the title to view)

RV Trip Wizard Highlights -- Total running time: 1:07.

<u>Video 1: Your Very First Trip</u> -- This video is an excellent primer if you're a first time user of our software, or need a brief refresher. We will walk you through the steps of how to set up your Trip Preferences, and assist you in the creation of your very first trip. (Total running time -- 10:00)

<u>Video 2: Creating Your Second Trip/Tablet View</u> -- This video shows what RV Trip Wizard looks like when using a mobile tablet. We'll take you through the steps of creating a trip, and also explain the differences between using our software on a tablet and a desktop computer. (Total running time -- 6:38)

<u>Video 3: Dragging a Route</u> -- Now that you've created a trip, we'll explain how to make adjustments to your route, how to use waypoints and how the adjustments you make can affect mileage and travel times. (Total running time -- 4:29).

<u>Video 4: POI filtering and Park Toggling</u> -- This video will show you how to display/remove park icons from your trip map. Some users find it easier to focus on their trip route without the park icons showing up everywhere they go. This video will also show you how to filter Point of Interest to display locations like fuel stations, rest areas, overnight parking areas and more (Total running time -- 5:02).

<u>Video 5: Desktops, Tablets and Phones Oh My!</u> -- This video demonstrates the differences in appearance and functionality between the desktop and mobile versions of RV Trip Wizard (Total running time -- 2:17).

<u>Video 6: Copy and Delete Trip</u> -- This video will teach you how to copy your trip in the event you want to create multiple versions of the same trip, as well as how to delete your trip when you no longer need it (Total running time: 1:59).

<u>Video 7: Settings Overview</u> -- This video will give you a brief overview on how to manage your settings (Total Running Time: 6:16).

<u>Video 8: Distance Radii</u> -- This video will help you better understand how to use Distance Radii to plan trips stops. (Total Running Time: 7:17).

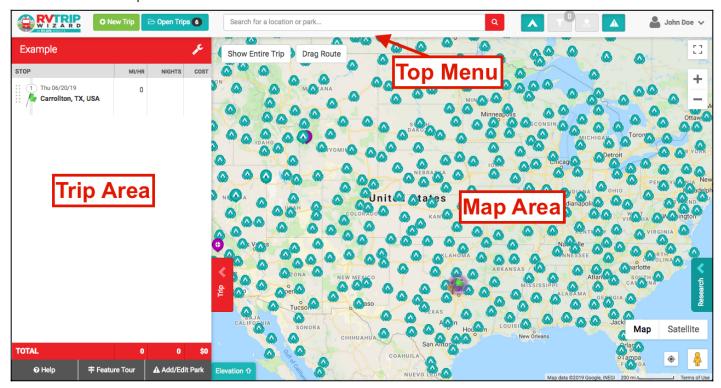
<u>Video 9: Create a Simple Trip</u> -- This video will walk you through the creation of a simple trip so you can better understand how RV Trip Wizard functions (Total Running Time: 5:00).

<u>Video 10: Fuel Features</u> -- This video will explain how to use the Fuel Warning icon to help you plan refueling stops. (Total Running Time: 6:58).

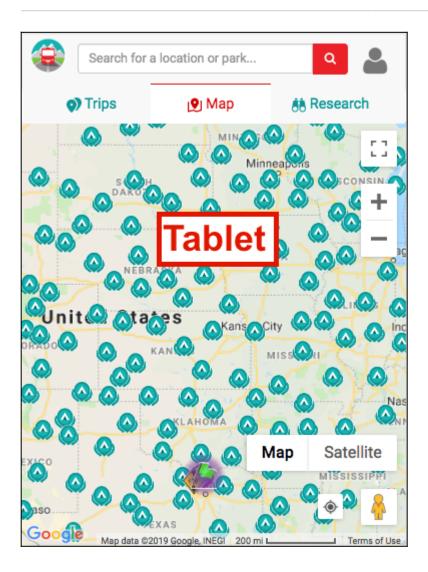
<u>Video 11: RV Safe Routing</u> -- This video examines details related to Trip Settings and the explanation of trip options that allow for RV Safe Routing around tunnels/overpasses that may exceed RV height, unpaved or extremely curved roads and other routing issues that would otherwise impact your trip (Total Running Time: 9:43).

## **Application Basics**

Any time you log in (with the exception of your very first time), you will automatically be routed to the Trip Planner as shown below:



**Note:** This is what it looks like if you are using a desktop or laptop PC. Keep in mind these areas may appear smaller or larger, depending on the resolution of your screen. To make items on the screen appear larger when using a PC, hold down the CTRL key while pressing the plus (+) key. To make items smaller, hold down the CTRL key and press the minus (-) key. For Macs, hold down the Command key and press the plus (+) or minus keys (-). This is how the screen will appear when using a tablet or smartphone (images not to scale). Please note the three tabs (**Trips, Map, Research**) underneath the header.





Since a tablet/smartphone has a much smaller screen area than your computer, you will need to toggle between the three tabs in order to view each. As you'll notice in the examples above, the Map tab is highlighted to show the map area.

## Makeup

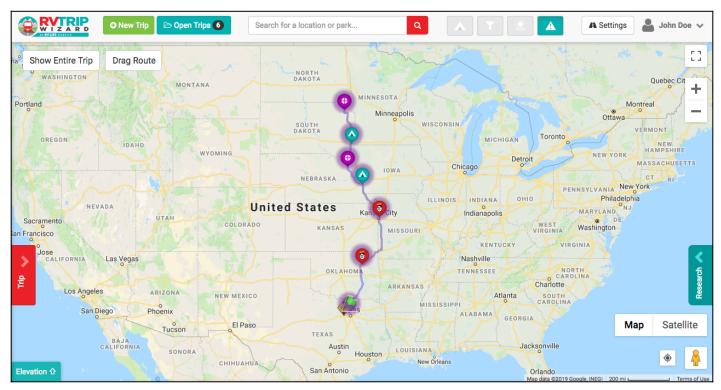
The page above is divided in three sections:

- 1. The Map Area
- 2. The Trip Area
- 3. The Top Menu



A These areas may look different based on the resolution of your screen.

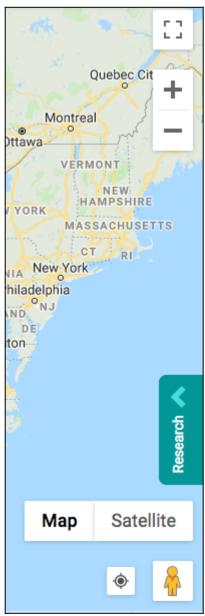
### Map Area



We will start with the Map Area. This is a Google Map that is linked to a database of more than 57,000 POI (points of interest). These include campgrounds of all types (over 17,000) as well as thousands of fuel stops, rest areas, over 16,000 golf courses, 8,000 pet hospitals and 12,000 bike trails. It also shows Walmarts that do (**and don't**) allow overnight stays, casinos, fuel stops and much more. Obviously, the map cannot show everything all at once or it would just be one big mess.

The green tent cluster (o) represents a default campground icon, as shown above. As we zoom out on the map, the system automatically merges a group of icons into one "cluster icon" to keep things looking neat and clean. The broader the scale, the more the consolidation. Once we zoom in, the detail is much more apparent all the way down to an individual campground icon (o).

Most of us are familiar with Google maps. RV Trip Wizard uses standard Google controls for maneuvering around the map area.



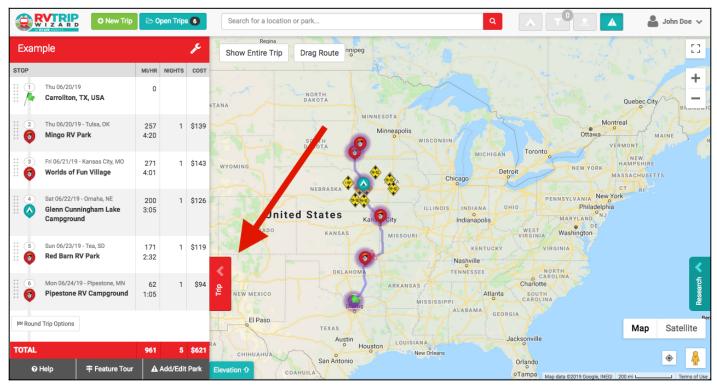
Click and drag the mouse move the map location. The round icon centers the map based on your current location. The plus (+) and minus (-) icons change the scale. The little man is used to show street level views and photos of an area (if available). This map has the ability (based on your **Trip Preferences**) to avoid major highways and avoid toll roads, if possible. It can also display bicycle trails in the area, perfect for use once you reach your campground or destination. Select the Satellite view to view any topographic or landscape features.

At this point, we will begin to work with both the **Map** and **Trip** areas since we'll mostly

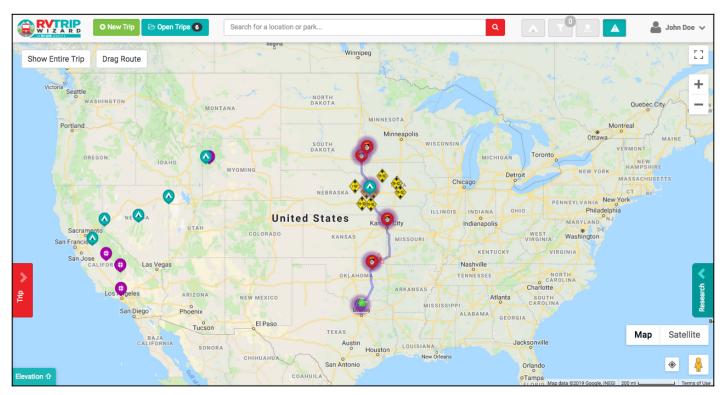
use the Map area to add stops to our Trip. We can also perform some map functions in the Trip Plan. It all works together.

## Larger Map

If you wish to see more of the map, simply click the red arrow **Trip** tab next to your list of trip stops.

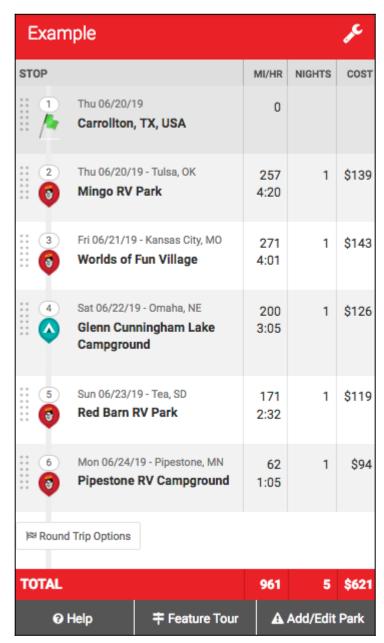


The map will grow to fill the display area, like this (campgrounds have been toggled off in this example):



Click the red **Trip** tab/arrow to make the Trip Area reappear.

## Trip Area

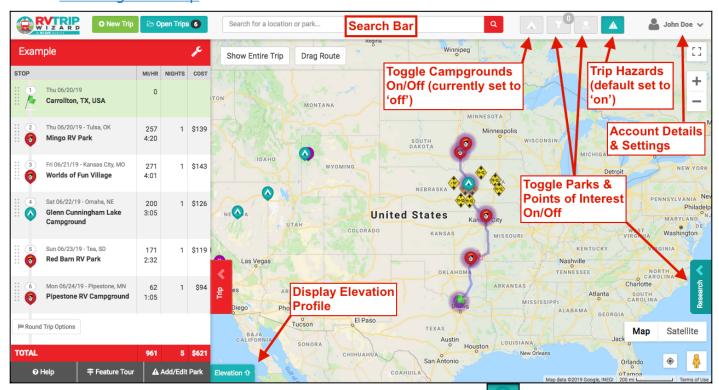


The **Trip Area** shows trip stops, mileage, driving time estimates, estimated costs and dates. There is no limit to the number of trips you can create.

## Top Menu

The Top Menu clearly displays a number of key features and functions. On the left side you'll see two buttons: **New Trip** and **Open Trips**. A number will appear next to **Open Trips** if you've created/saved multiple trips (in the above example, we have 5 open trips). Click **Open Trips** and a list of all your trips will appear. From there, you can select which

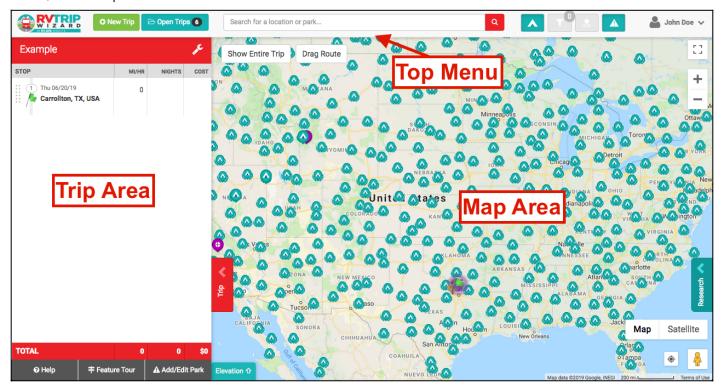
trip to display by clicking **Open** (not seen here). You can also search for a location or park to begin your trip by using the **Search Bar**. To begin a **New Trip**, click the green **New Trip** button and follow the prompts. Further information on this topic can be found under <u>Planning Your Trip</u>.



Next to the **Search Bar**, you'll notice a **Campground** button . When the icon is green, you'll see all the available campgrounds/RV parks available within your selected map area. Click the button to turn them off. When the button is off it will look grey (as pictured above). Displaying campground icons can be helpful when you are first planning a trip in order to help you find appropriate stops. The **Filter** button lets you filter Parks and Points of Interest. You can also activate this by clicking the **Research** tab on the right side of the screen. **Drag Route** allows you to drag the route you are planning for your trip to find alternate routes. Click **Show Entire Trip** to zoom out and see your full trip route displayed on the map. **Settings** allows you to make adjustments to your Trip Preferences. At the bottom, the **Elevation** tab lets you view changes in elevation throughout your entire trip route.

## Responsive Design

Please note that typically the RV Trip Wizard screen consists of three parts: Top Menu, Trip Area, and Map Area.



Note: It should look like this, but it may appear smaller, or larger, depending on the resolution of your screen. To make items on the screen appear larger when using a PC, hold down the CTRL key while pressing the plus (+) key. To make items smaller, hold down the CTRL key and press the minus (-) key. For Macs, hold down the Command key and press the plus (+) or minus keys (-).

The page above is divided in three sections:

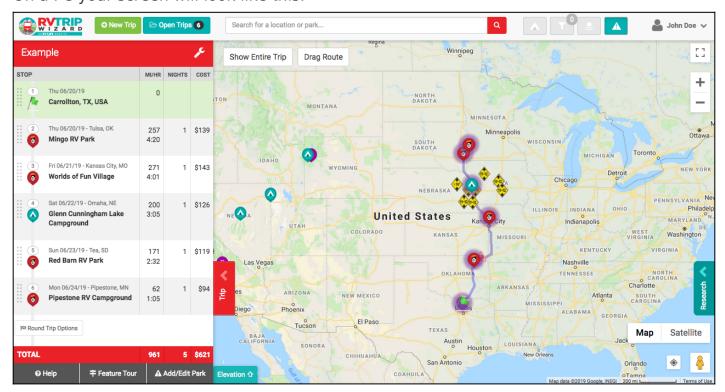
- 1. The Map Area
- 2. The Trip Area
- 3. The Top Menu



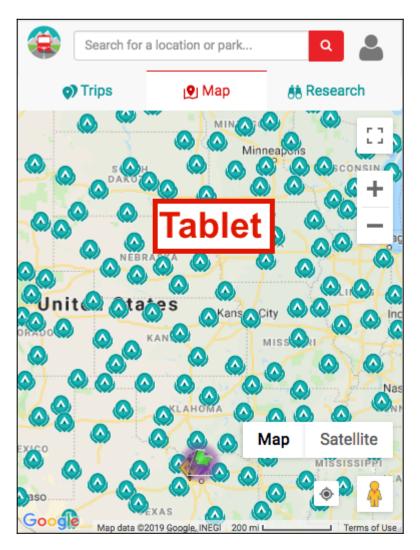
These areas may look different based on the resolution of your screen.

The RV Trip Wizard website automatically adjusts based on the size of your screen using a feature called "responsive design." This means you can use a smartphone, tablet, laptop or desktop computer and it will automatically give you best layout for that particular device.

On a PC your screen will look like this:



On a tablet or smartphone, your screen will look like the image below (not to scale).



You'll notice three tabs -- **Trips**, **Maps** and **Research** -- have shifted to underneath the top menu (in the example the **Map** tab has been selected). You'll also notice a number of the buttons in the top menu are no longer visible (**Campgrounds/Parks**, **Elevation**, **Points of Interest**, **Trip Hazards**, **Drag Route** and **Show Entire Trip**) whether you're on either a tablet or smartphone. To locate these items, click the profile icon in the upper right hand corner (circled above) and select the item you wish to view.

On an Smartphone your screen will look like this (again, **Map** tab is selected -- not to scale):

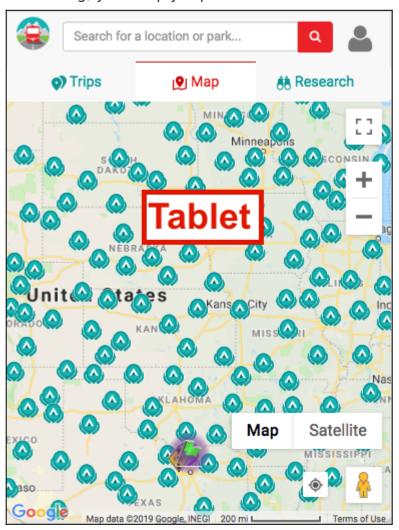


To get to the **Trip** area on a tablet or smartphone, you need to click the **Trips** tab

will be highlighted in red when active). To create a **New Trip** or **Open a Trip**, tap/click the appropriate button. You will then have the option to choose which trip you would like to open, or whether you would like to create a new one.

## Desktop versus Mobile Basics

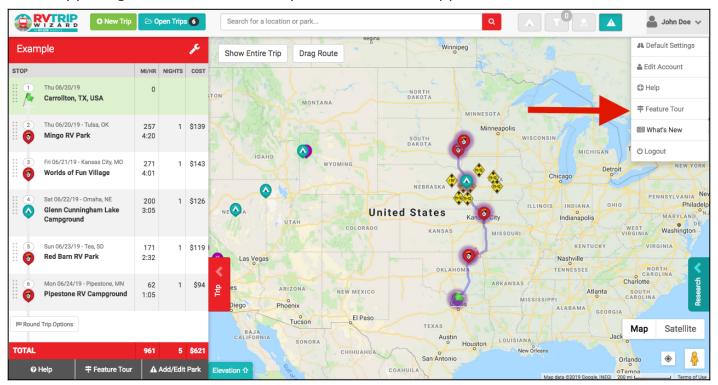
When you use a tablet or smartphone, you use your finger instead of a mouse. You use your finger to pan the map or select items on the screen. When you want to select something, you simply tap the item on the screen.



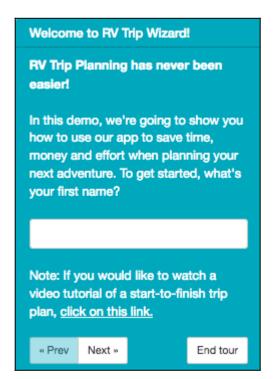
When you add a custom stop on a tablet or smartphone, you will need to use a long press. This means that you will hold your finger on the area on the screen where you will want to add a stop. On a desktop or laptop computer, if you right click with your mouse (Control key + Click for Mac), you will be able to add a custom stop as well. You can also add custom stops and searching for points of interests, cities or locations using the **Search** tool.

## Feature Tour

RV Trip Wizard will automatically launch into a brief Feature Tour once you complete your Trip Preferences (first time only). This tour is designed to give you a basic understanding of how our software works and we highly recommend you go through it before you begin planning yout trip. To locate the Feature Tour, click Your Name (tap on tablet/smartphone) in the upper right hand corner. A drop down menu will appear:



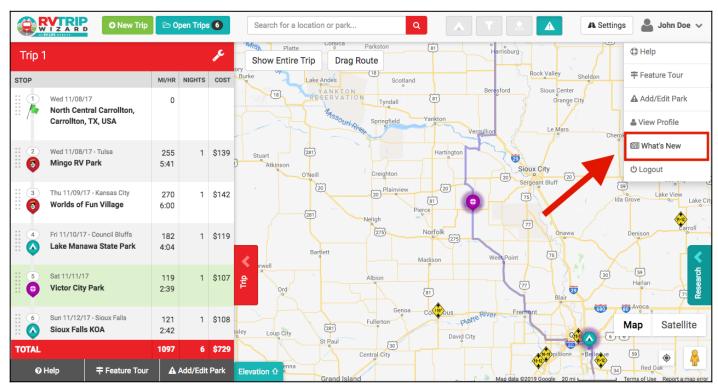
Select Feature Tour and your tour will begin. A popup window will appear in the center of your screen.



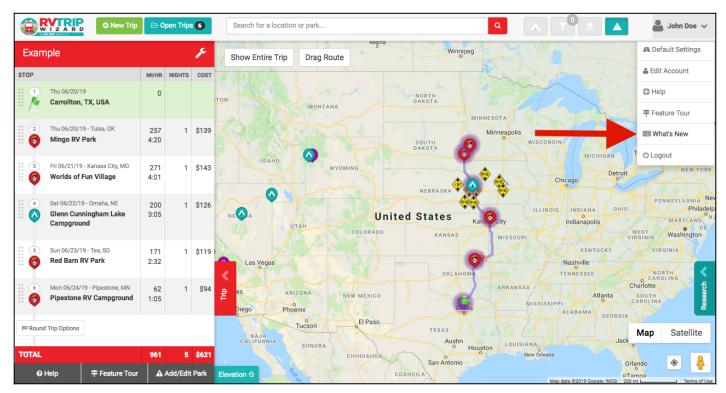
Follow the prompts and click the **Next** button to learn more about different features. You'll notice a new trip called Demo-1 will appear. Do not be alarmed. Any existing trips you may have open will be saved. You can also end the tour at any time by clicking the **End Tour** button. In the event you ever wish to revisit the Feature Tour in the future, it can be found by clicking on Yout Name in the upper right hand corner.

## What's New

RV Trip Wizard regularly adds features, improvements and bug fixes with frequent releases. Instead of sending an email alerting you each time a change or improvement is made, we've added a **What's New** section to the <u>Account Settings</u> dropdown menu (activated by clicking your name in the upper right hand corner). You'll know when a change has been made if there is a red dot in the upper right hand next to Your Name (the red dot is NOT shown here). Click Your Name to display the dropdown menu and select **What's New**.



A popup window will appear in the center of your screen displaying any new information. To scroll down, click and hold the gray sidebar while dragging your mouse downward (or toward you).



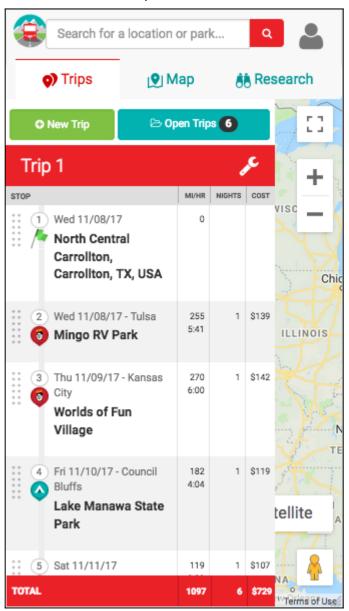
Once you click the **What's New** link, the red dot will disappear. The red dot will reappear the next time any changes or updates are made so you'll never miss out on any important features!

# Planning Your Trip

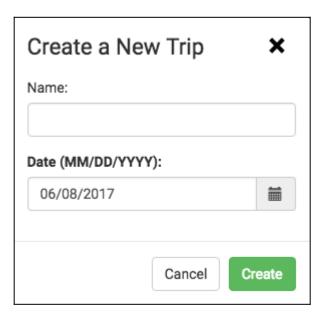
To create a new trip, click the green **New Trip** button in the upper left of the top menu.



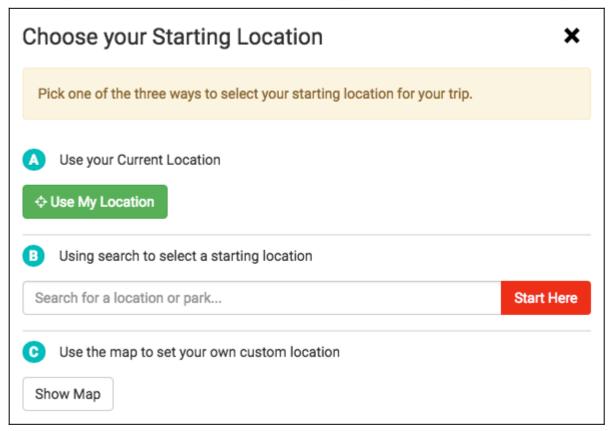
If you are using a **tablet** or **smartphone**, you will first need to tap the **Trip** tab underneath the top menu, then select **New Trip**.



A popup window will appear:



Enter a **Name** for your trip and the **Start Date**, or click on the Calendar icon. To complete this step, click **Create**. A second box will appear asking for your starting location:



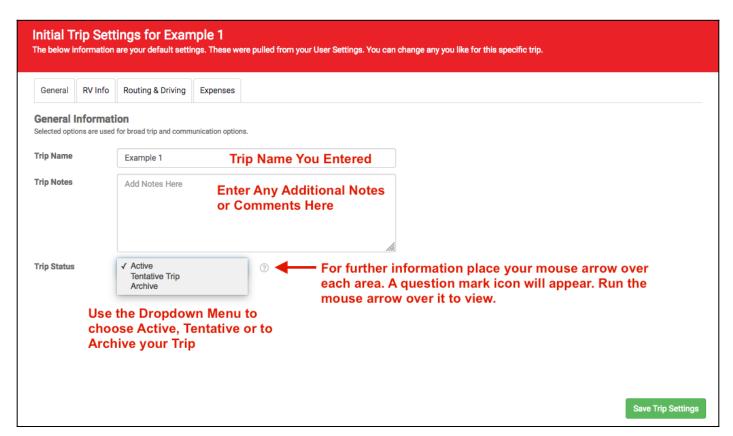
If you choose Method A (**Use your Current Location**) you'll see a message in your browser confirming your answer:



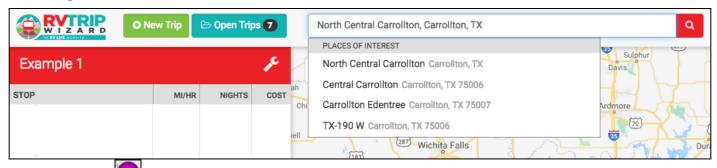
Selecting **Allow** means you are giving your browser permission to obtain the location of your computer, tablet or cell phone from your wireless carrier or a local wi-fi network. If your device does not have a GPS locator, nothing will happen and you will have to add your location manually via the **Address** box in Method B.

Note: Selecting **Use your Current Location** will get the starting point close to your current location, but may not get it exact. You can always input your address manually using Method B (**Using search to select a starting location**), as well as the location of a particular Point of Interest.

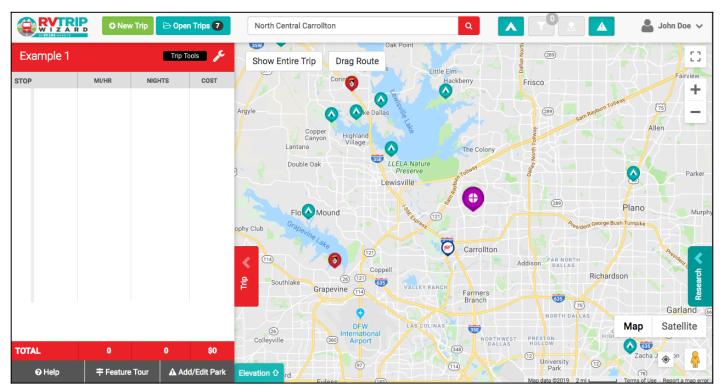
Clicking the **Show Map** button in Method C will take you to a map with icons representing campgrounds and other points of interest. If you choose not to let RV Trip Wizard obtain your location, or if your device does not have position location, you must enter an address in the **Search** bar at the top of the screen or click on an icon (like a campground). Whenever you create a new trip the following **Settings** box will appear:



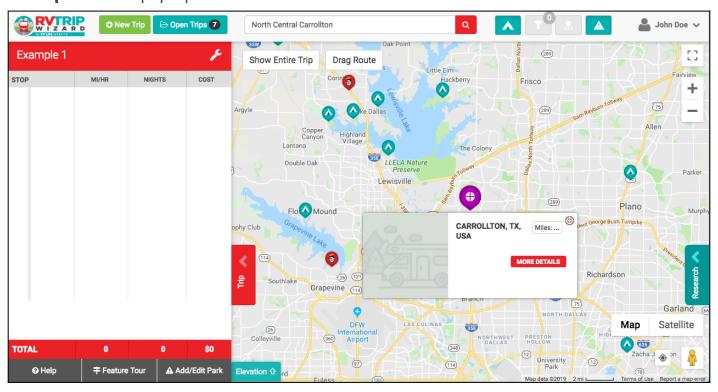
You'll notice it looks extremely similar to the Default Settings box you completed when you first started using RV Trip Wizard. In addition to trip-specific naming and notes, you can also adjust the RV Info, Routing & Driving and Expenses tab. The difference is, the information entered in this Settings box will ONLY apply to your current trip. Once you have entered and adjusted all the necessary information, click **Save Trip Settings** in the lower right hand corner.



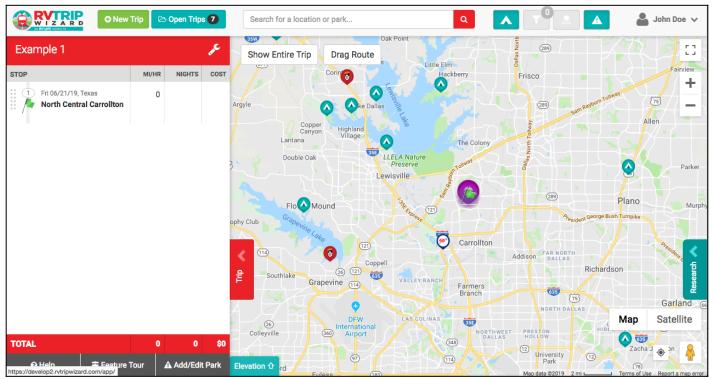
A purple icon will appear on the map as shown below.



To make this the start of your trip, click the icon and select **More Details** followed by **Add to Trip** from the pop-up menu.



Your starting point will be added to the Trip Area on the left. For more information on how to Add Trip Stops, <u>click here</u> or scroll down below.

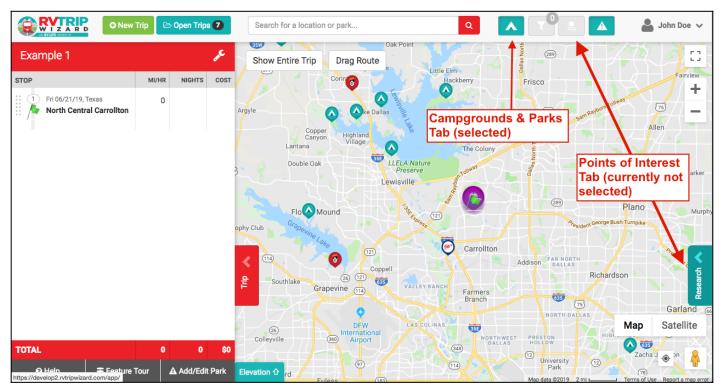


# **Additional Tips**

When starting a trip, the number of miles traveled, nights stayed and trip cost columns are set to zero. These will be incremented for each leg of the trip as additional campgrounds, points of interest or custom stops are entered.

To add a destination, simply enter a new address using the **Search** bar in the header as you did earlier, or click on a map icon such as a campground or other point of interest. The Wizard will automatically create a route based on your existing Trip Preferences as shown by a purple dot.

Now let's say you want your next destination to be somewhere near Dallas/Carrollton, TX, but you don't know exactly where you'll be staying. That's no problem. First, select Carrollton as your destination by entering it into the Search bar (as you did in the previous example above). Next click the Campground and Parks tab in the Top Menu or, if you're looking for a particular Point of Interest you can select the Point of Interest button (not selected here) as well as the Research tab to the right.



In this example, a map of the Dallas metro area will appear displaying all nearby campgrounds & parks (selected) and other Points of Interest (not selected here). From there, simply select the icon where you wish to stay and add it to your trip. For more information on how to **Add a Trip Stop** click here or see the section below.

**Note:** Many of our subscribers enter a series of cities near where they wish to visit. This gives them a series of purple dots. Then, by selecting each dot, subscribers can add campgrounds in the area where they will stay. From there, they will go back and delete the individual stop (in this case, the city they entered) that is no longer needed.

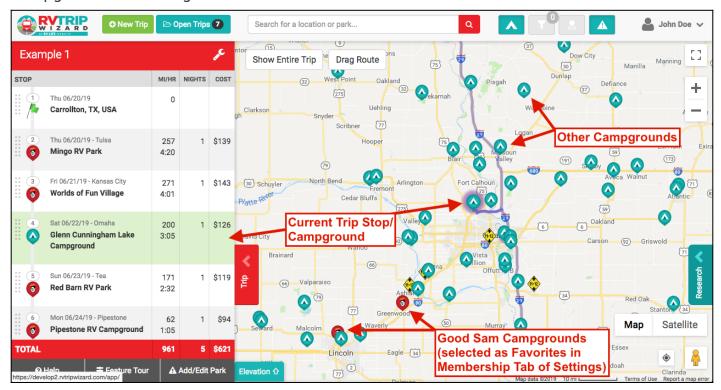


Some users ONLY use the city dots. this is the same thing as just marking a paper map. It wastes the power and usefullness of RV Trip Wizard.

Another way to use the Wizard is to enter your start and end points, and fill in campgrounds along the route. Or you can simply add one campground after another. Your choice!

Now we'll fast forward and add several campgrounds to our trip. As we go, you'll notice

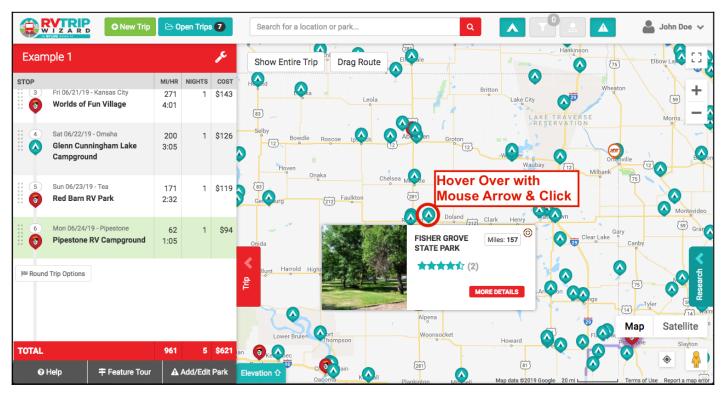
that the campgrounds where you are a member, or those you have an interest in (e.g. Corps of Engineers parks), are shown according to their individual icons. All other campgrounds use the green tent icon.



You can, of course, select any campground where you wish to stay and the system will create a route based on your Trip Preferences. The last campground in the list has our driving radii shown.

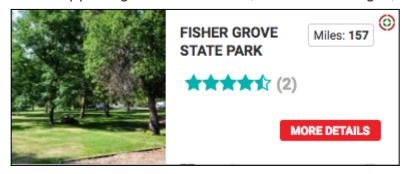
# **Adding Trip Stops**

To add a stop to your trip, just hover over the campground icon with your mouse.

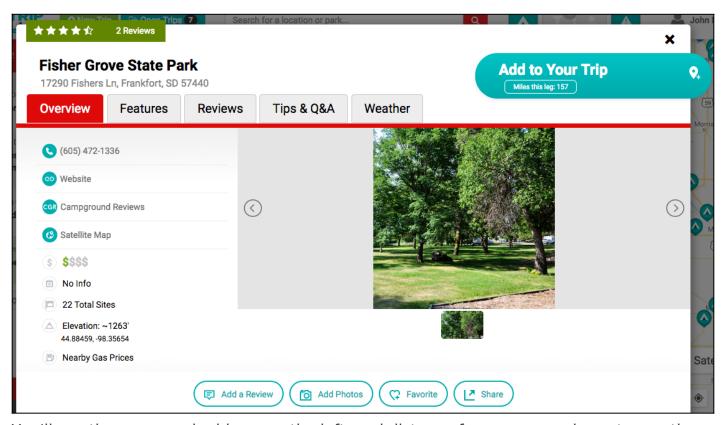


A pop up window will appear as shown above.

Right off the bat, you'll notice it has the name of the park as well as the distance from your previous stop (in this case Pickerel Lake State Rec Area). Remember, this distance is based on posted driving routes -- and is not "as the crow flies." You'll also see a small Radius icon in the upper right hand corner (looks like a target).

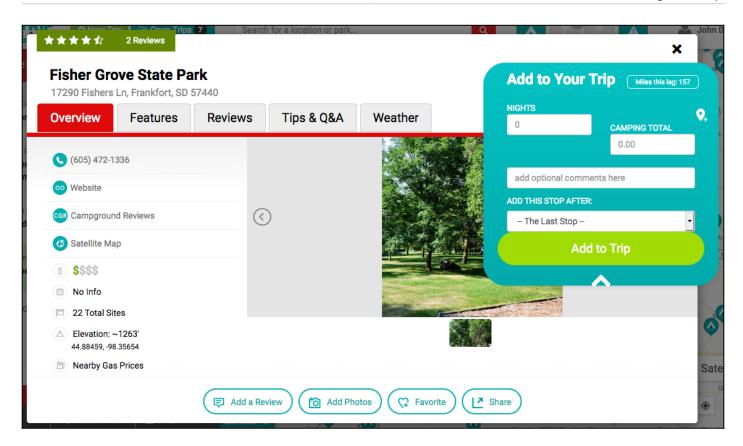


Clicking the Radius icon in the upper right corner will take you back to the map to display the driving radius from this new location. But let's not do that for right now. Instead, click **More Details**. The following window will appear, displaying all the information we have about that park.



You'll see the name and address on the left, and distance from your previous stop on the right (called **Miles this leg**). As we mentioned above, this is the number of miles from your last stop and is based on posted driving routes. There is also plenty of additional information you may find helpful in planning your trip (photos if available, # of sites, amenties, reviews courtesy or <u>RVParkReviews</u>, etc.). Click on the **Website** link on the left sidebar to visit the official park website or click on **Nearby Gas Prices** further down to visit a website that provides both the location and current price of fuel at nearby service stations. Fuel prices are set according to type of fuel (Unleaded, Premium, Diesel, etc.) you selected when setting up your Trip Preferences.

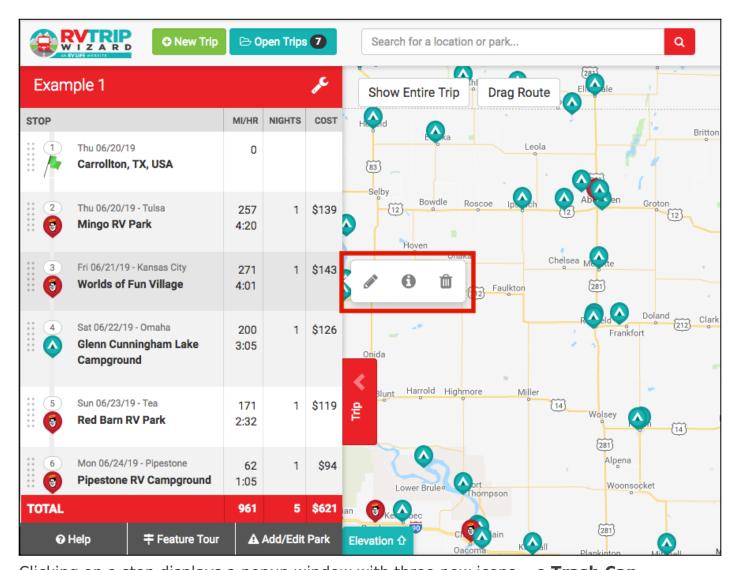
To add this park to your trip, hover your mouse cursor (or tap if using a mobile device) over **Add to Your Trip** to display a drop down menu as shown here.



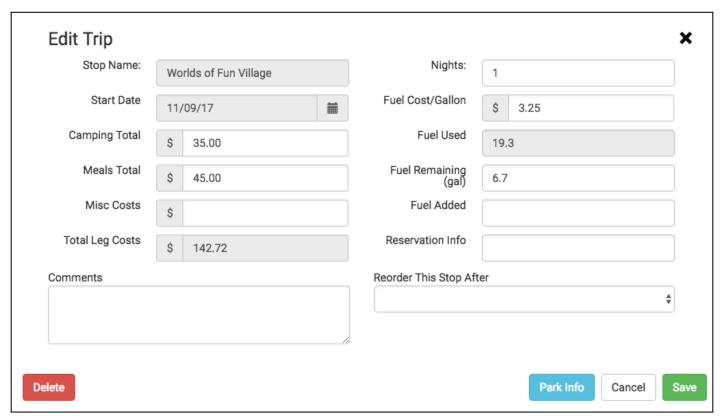
Enter the number of nights you wish to stay. If this is simply a day stop, keep the number at 0 (zero). To add this destination to your trip you can either, 1) click the green **Add to Trip** button to make this the next stop on your trip; or 2) use the drop-down menu under **Add this Stop After** to insert it at a different point in your existing trip plan.

**Note**: Just clicking on a park, or entering an address **does not** automatically add it to the trip. You must tell the system the location is to be added.

Now let's look at some of the other things on the screen, specifically the **Trip Area** (shown here as Example 1).



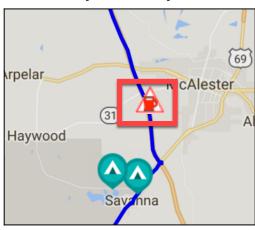
Clicking on a stop displays a popup window with three new icons -- a **Trash Can**, an **Information Symbol** and a **Pencil**. The **Trash Can** acts as a Delete button. Clicking it will remove a stop from your trip. The **Information Symbol** will bring up the park details window as shown in the St. Cloud Campground & RV park example above. The **Pencil icon** lets you edit any information specific to that stop, including the number of nights you wish to stay, expenses for that particular leg of the trip, fuel prices or any other comments you wish to add. Clicking the **Pencil** will bring up the following popup window:



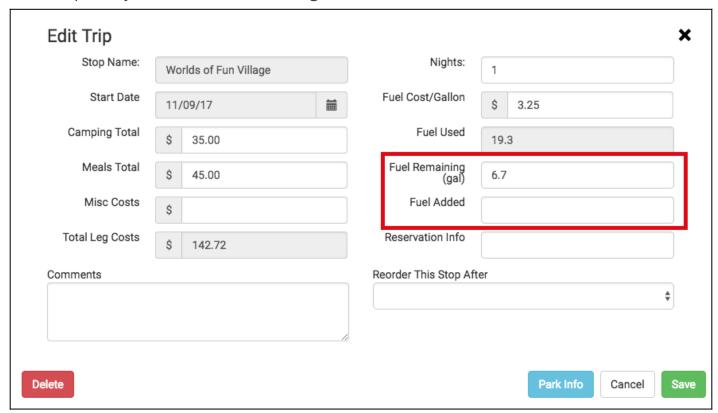
If you need to place this stop in a different order, choose *Reorder This Stop After* and select the stop you want to place this one before. You can also drag and drop the stops in the order you want them in the **Trip Area** itself. To confirm the changes you've made, simply click the green **Confirm changes** button. Clicking the red **Remove Stop** button will remove this stop from your existing trip plan.

## Mileage Calculator

The following image on the map is the low fuel warning indicator. It will appear on the map each time you reach your Reserve Gallons threshold (set up in **Trip Preferences**).



When you first completed your **Trip Preferences** (the first time you logged in), you entered your **Fuel Tank Capacity** and desired **Fuel Reserve**. Each time you begin a new trip, RV Trip Wizard assumes you have a full tank to start your journey. Obviously, that is often not true. To fix this, start by adjusting/editing your start point (Stop 1) to reflect the correct quantity in the **Fuel Remaining** field (as shown in the red box below).

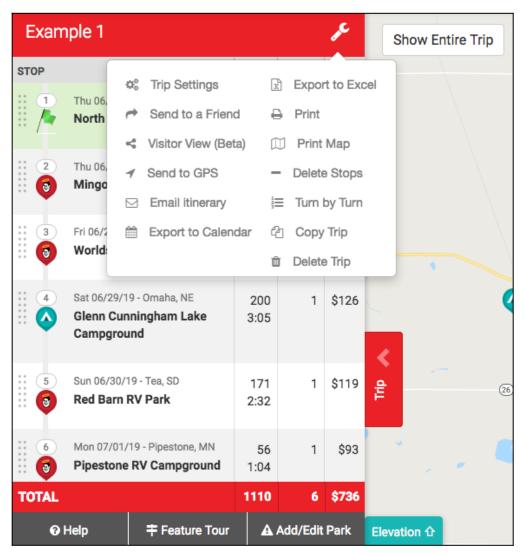


Based on this updated information, the system will reconfigure itself to display your desired refueling stop. Each time you refuel, just enter the amount added in the **Fuel Added** field before continuing on your journey.

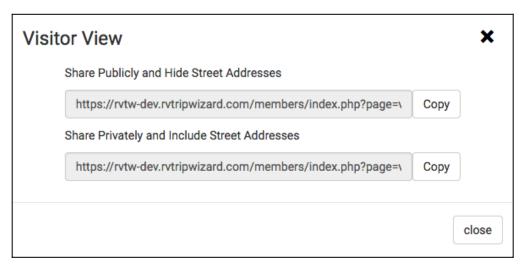
To learn more about how to use the low fuel indicator to help you find and add fueling stops to your itinerary, <u>click here</u>.

### **Additional Tools**

The Wrench Icon in the red **Trip Area** header opens up the *Trip Tools* menu and offers a number of additional options like Trip Settings, Copy Trip and Turn-by-Turn text navigation and others.



- **Trip Settings** lets you make edits to the Trip Settings box you completed when you first began planning your trip.
- **Send to a Friend** lets you share your trips with other RV Trip Wizard members. Click it, enter the recipient's email and send.
- **Visitor View (Beta)** provides users with a link they can send to family and friends that will display their trip/route. RV Trip Wizard provides a choice between two links: one will show the trip route/stops complete with addresses, the other will show the route/stops but without specific addresses in the event you wish to keep that information private.



- **Send to GPS** is covered in more detail on this page.
- **Email Itinerary** emails a copy of your itinerary to the email associated with your account. You can learn more about this here.
- Export to Calendar is covered on this page.
- Export to Excel is covered on this page.
- **Print** will send your map and list of stops to your printer. You can also save it as a PDF if your browser allows it.
- **Print Map** allows you to simply print your entire **trip map**, but without detailed stop information.
- Delete Stops lets you to remove multiple stops from your itinerary. Simply select the stops you wish to remove and click *Delete Selected* in the upper right hand corner.
   Keep in mind, this action cannot be undone.

RVTRIP WIZARD WIZARD WENTER  WENTER  WIND  WIND					
Select All Cancel			☐ Delete Selected		
STOP			MI/HR	NIGHTS	COST
	Thu 06/20/19 Carrollton, TX,	USA	0		
	Thu 06/20/19 - Tulsa Mingo RV Park		257 4:20	1	\$139
~	Fri 06/21/19 - Kansas City <b>Worlds of Fun Village</b>		271 4:01	1	\$143
<b>~</b>	Sat 06/22/19 - Or Glenn Cunning Campground		200 3:05	1	\$126
	Sun 06/23/19 - Te Red Barn RV P		171 2:32	1	\$119
	Mon 06/24/19 - F Pipestone RV (	*	62 1:05	1	\$94
TOTAL			961	5	\$621
					Park

- Turn by Turn will display turn-by-turn text directions on the right side of your map.
- **Copy Trip** lets you copy the current trip and save it with another name. This can be handy if you want to save a trip you have completed and modify the copied version for another adventure. Or, if you are new to RV Trip Wizard and just trying to learn the ropes, **Copy Trip** is a good way to experiment.
- **Delete Trip** will delete your entire trip. A pop-up window will appear confirming your selection. (**Be careful with this button as this action cannot be undone!**)

Any time you return to the Trip Notes selection, your information will be waiting.

## Saving Your Trips

You may have noticed there is no save button. This is because **every change you make is immediately recorded in your trip plan** and backed up in our system. You can leave the planner, log out, switch to a different program without losing important trip information. Once you return, everything will be just like you left it.

### Making Adjustments to Your Trip

Sometimes you may accidentally enter a stop in the wrong order. Or perhaps you decided to drive fewer miles that day. Whatever the reason, you may move any point up or down simply by "grabbing" it with your cursor and moving it where you want it. When you make an up or down move of a point, the map will be redrawn and the route may change. Each time you hover your mouse over a campground, information about that park will be displayed even if you don't add it to the trip. This feature helps you decide where you want to stay, quickly and easily.

### What if I Change My Mind About a Stop?

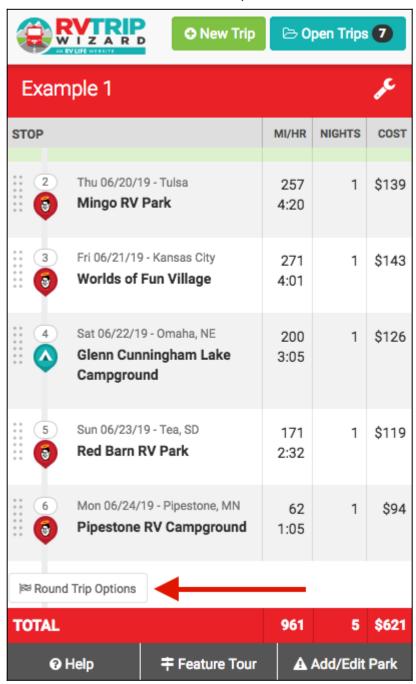
Changing your mind is simple—click somewhere else. You may also add the stop to the end of the trip, or you can select where the stop is to be placed in the trip.

Should you want to review the information about a site that was previously added, just click on it. The map will center itself based on the stop location and a popup window will appear. Clicking the **Pencil** icon to the right of the stop in the **Trip Area** allows you to change the number of nights stayed, costs for this leg or delete the stop entirely from your trip plan.

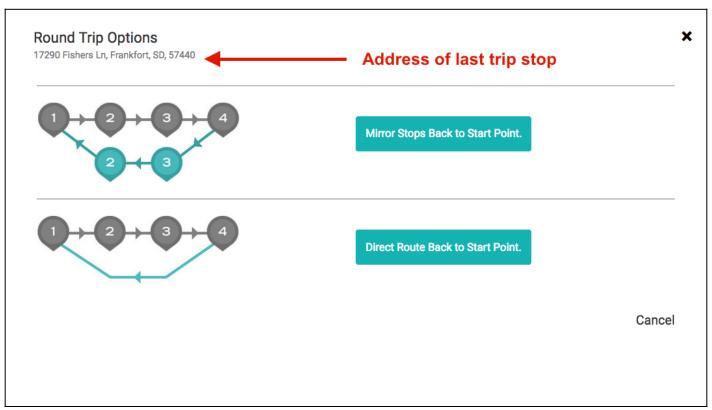
# Return to Start Point

When you enter your last stop before returning home, just click the Round Trip Options

button at the bottom of the Trip Area.



A pop-up menu will appear giving you two options. You can either retrace your steps using your exisiting trip itinerary (**Mirror Stops Back to Start Point**) or let RV Trip Wizard determine the most **Direct Route Back to (your) Start Point** without adding any stops.



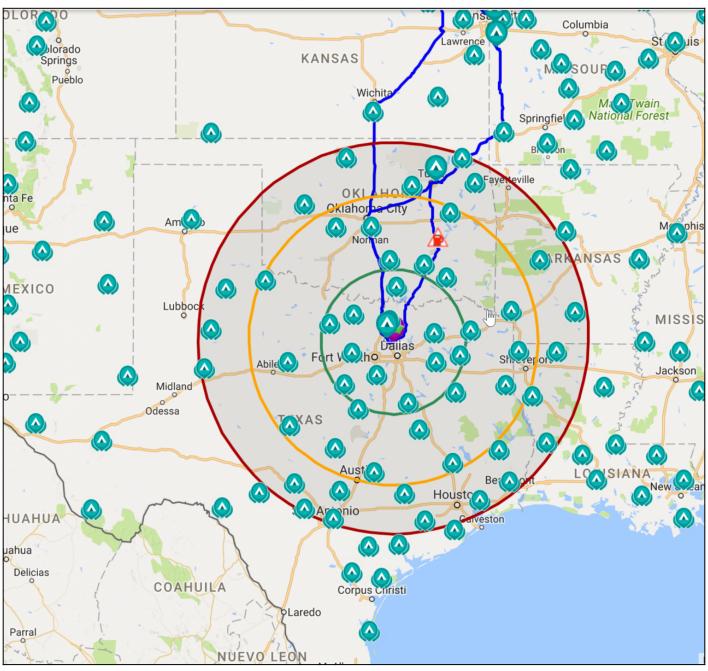
# Video Tutorial

To view a brief tutorial on how to create your very first trip (including setting up **Trip Preferences**) click here.

To view RV Trip Wizard as it appears on a tablet, <u>click here</u>.

# **Driving Radius**

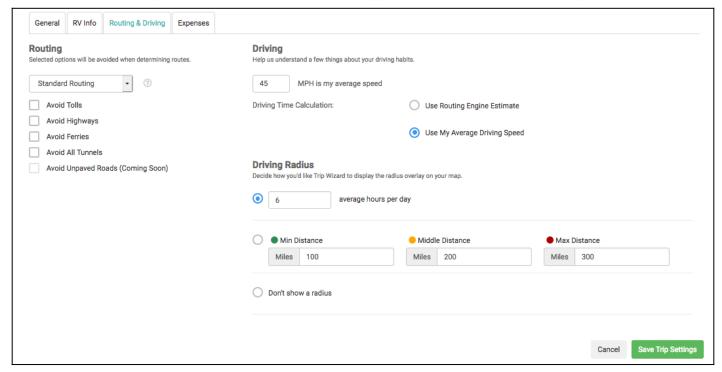
In the example below, notice the 3 rings around our stop in Dallas, TX.



This is called the mileage radius. You can set this up in your **Trip Preferences** under the **Driving** tab. To make adjustments to your existing **Trip Preferences** simply click on the gear icon located in the upper right hand corner of your screen. Select **Trip** 

**Preferences** from the drop down menu and click on the **Driving** tab to adjust the driving radius.

**Driving Radius** can be calculated 1 of 2 ways, based on either 1) the number of <u>hours</u> you travel each day, or 2) the number of <u>miles</u> you wish to travel each day.



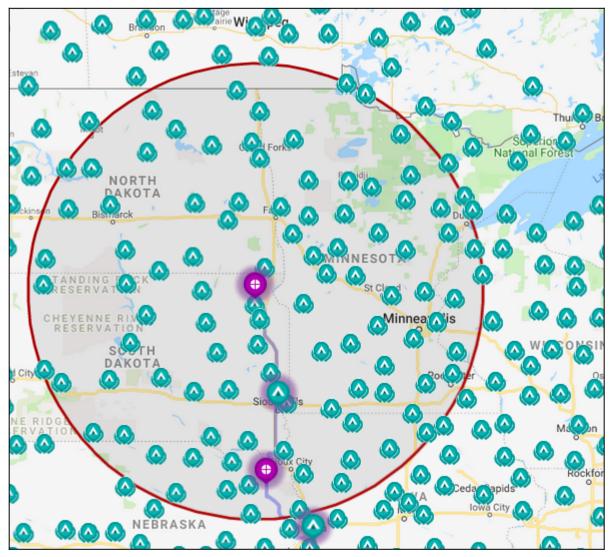
If you choose **Hours Per Day**, you can choose to calculate the mileage radius using either your **Average Driving Speed** or **Use Routing Engine Estimate.**\*

\*Keep in mind Google Maps estimate means that RV Trip Wizard with calculate the mileage radius using all posted speed limits and will not factor in delays due to traffic, construction, etc.

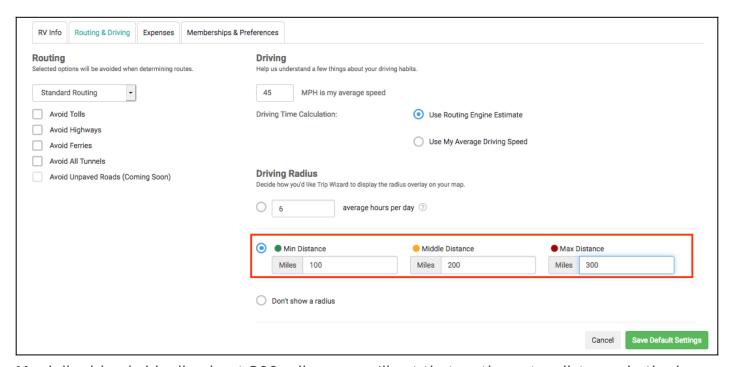
For demonstration purposes, let's choose **Average Driving Speed**. Using the information entered above, your mileage radius would be calculated as follows:

Hours Per Day (in this case 6) times your Average Driving Speed (in this case 45 mph) = 270 mph

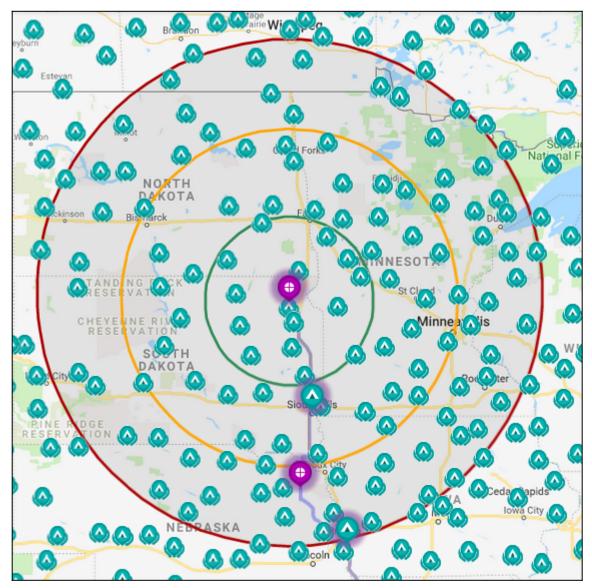
Thus, your Mileage Radius would look like this:



Now, if we return to the Driving Tab inside Trip Preferences and select Miles Per Day instead, you have the option of setting up three distinct radii similar to the image displayed at the top of the page.



My daily drive is ideally about 300 miles, so we'll set that as the outer distance in the box next to **Miles Per Day**. But if there's a destination that looks good somewhere after 100 miles, that's great too -- so we'll enter that in the **Inner Radius** box to the right. Lastly, and this is optional, I'll set the **Middle Radius** halfway between the two, at 200 miles, to give me a better idea of where I'm at in my journey compared to the other two distances. Click the green **Save Settings** button to save your changes. The following circles should appear:

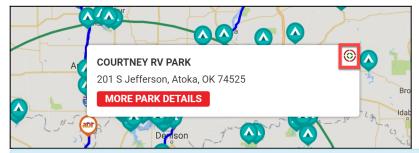


The reason for the three rings is provide you with the flexibility you need to find that perfect park or destination. As you can see the red ring represents the outer most radius (in this case, 300 miles) from your current stop. The inner most ring (100 miles) is shown in green. And the yellow ring shows your middle radius at 200 miles. You can, of course, choose 1, 2, 3, or no radii at all. It's entirely your choice and you can change it at any time to find out what works best for you.

Each time you open a trip, the radii will be shown at the start point. In some cases, the map may be zoomed in so close you may not see your driving radii. To adjust this, simply click the minus (-) button in the upper right hand corner of the map (under the blue Gear

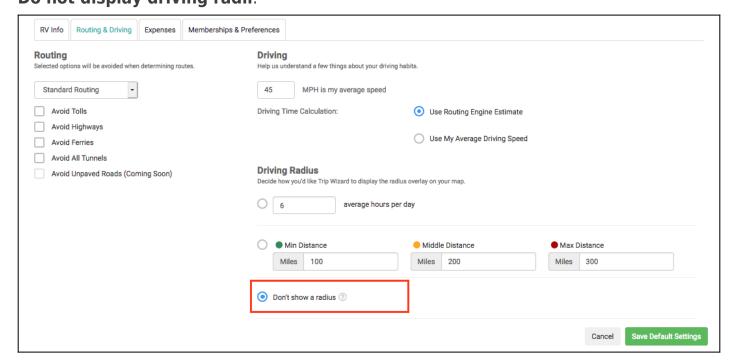
icon) to zoom out and see your radii. You may have to do this more than once, depending on the mileage numbers you added in the radius boxes.

Now that your radii are clearly visible, let's say you are ready to add a stop. Just click on the campground or park icon where you wish to stop and the following popup will appear.



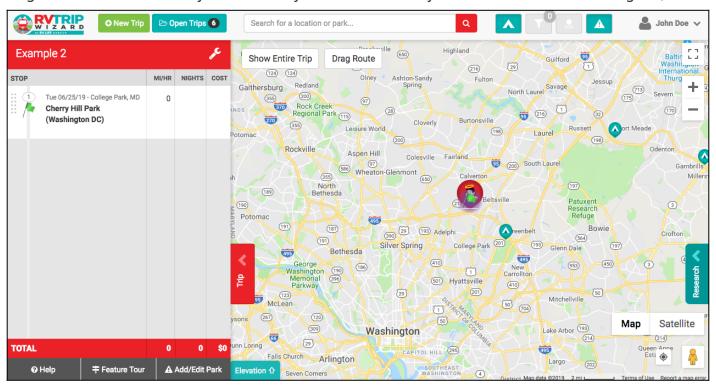
Note: Sometimes you may find yourself clicking on a campground or POI within your predetermined radius, only to find that the distance to this location exceeds the radius. This is because RV Trip Wizard calculates the mileage between two stops using accessible roads and highways, whereas radii distances are "as the crow flies."

From here, you can add this stop just as you would in the <u>Planning Your Trip</u> section. Each time you add a stop, the radii will re-center itself based on the new location. Of course, if you wish to remove the driving radius entirely, simply return to the **Driving** tab and select **Do not display driving radii**.

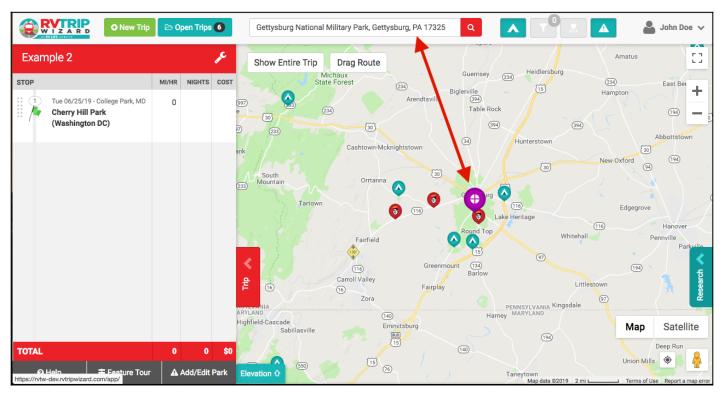


# Day Stops and Custom Stops

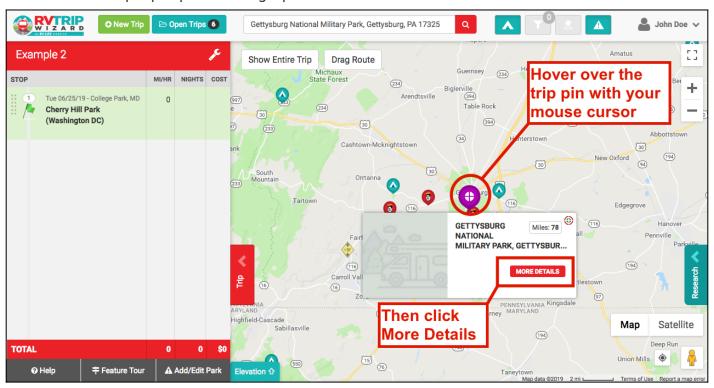
Sometimes you have a place you want to visit, but not stay at overnight. We call that a **Day Stop** or a **Custom Stop** depending on what type of park it is. With RV Trip Wizard, you can add this stop with a 0 (zero) night stay and it will appear on your trip. The fuel cost to drive there is added, but with no camping or meal costs. A good example of a day stop might be one familiar to you. Let's say we are at Cherry Hill Park outside Washington, D.C.



It's the closest park to Washington, D.C. and rates as one of the best in the U.S. From Cherry Hill, let's say you want to go to Philadelphia, PA to stay the night. But along the way, you want to visit the Gettysburg National Military Park. Just enter that in the address box, click **Find** and it appears as a custom stop.

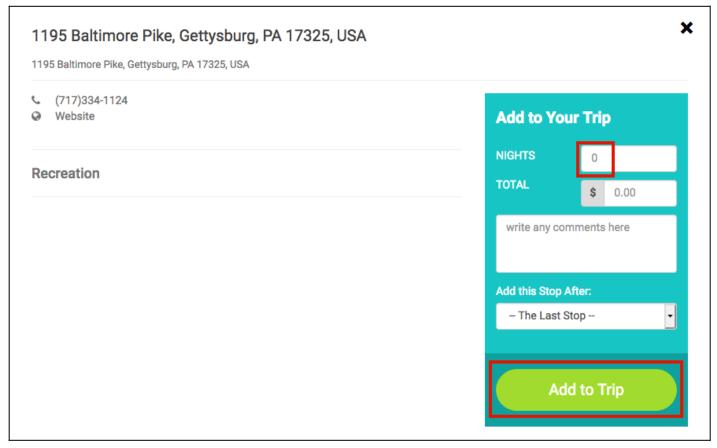


Hover over the purple pin to bring up the location details.

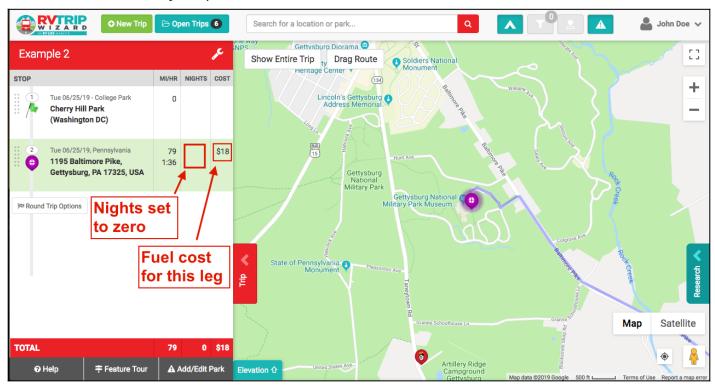


Click on **More Park Details**. Once the Park Details box appears, set the trip with a 0 (zero) night stay and click **Add to Trip**. You can also add any notes to the comment section or even place this stop somewhere else along your route using the **Add this Stop** 

#### After function.



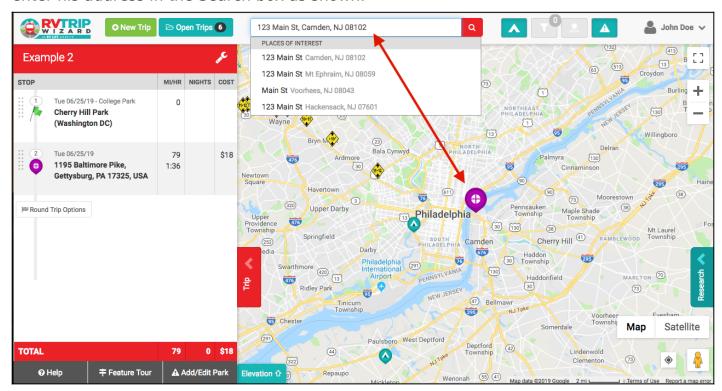
Now it becomes a day stop as shown below.



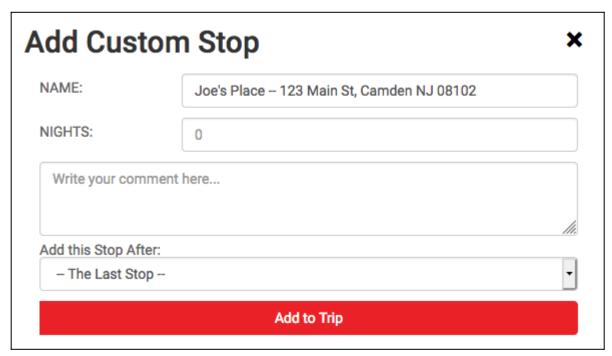
From here you would continue planning your trip to Philadelphia by either entering a location via the Search bar or selecting a location on the map.

# **Custom Stops**

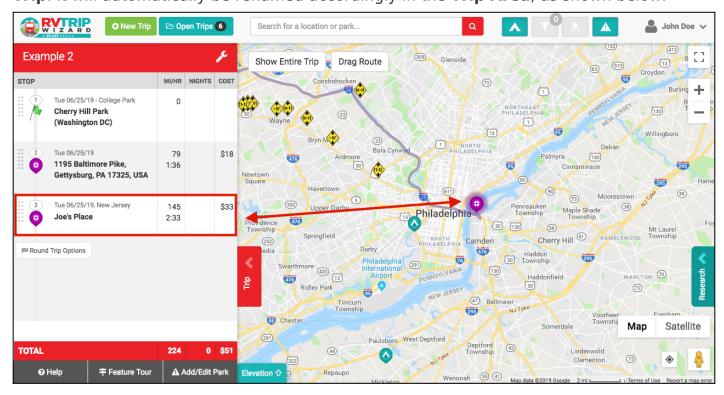
Another nice feature of the address field is that you can customize individual stop names. For example, say you want to visit Joe, your brother who lives in Camden, New Jersey. We enter his address in the Search box as shown.



The address will display on the map. Hover over the pin just as you did in the Day Stop example above and click **More Details**. The Custom Stop window will appear.



Place your cursor in the **Name** field to customize the name for this stop. In this case, we simply added "Joe's Place", but kept the address. Once you are satisfied click **Add to Trip**. It will automatically be renamed accordingly in the **Trip Area**, as shown below.

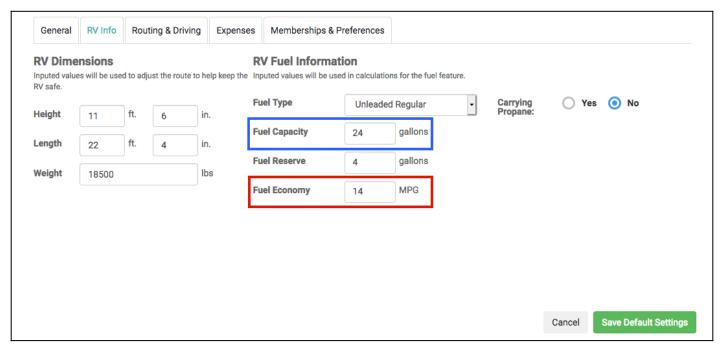


# Low Fuel Indicator

RV Trip Wizard's Low Fuel Indicator feature provides you with a better understanding of when and where you'll need to refuel in between trip stops. This can be particularly helpful when traveling in rural areas or other places where service stations are in short supply.

### How It Works

When you first started using RV Trip Wizard, you were asked to set up your <u>Trip Settings</u>. The RV Info tab (as shown below) is where you enter important vehicle/fuel tank details that will help you plan your trip. For now, we'll only be focusing on the fuel-related details.

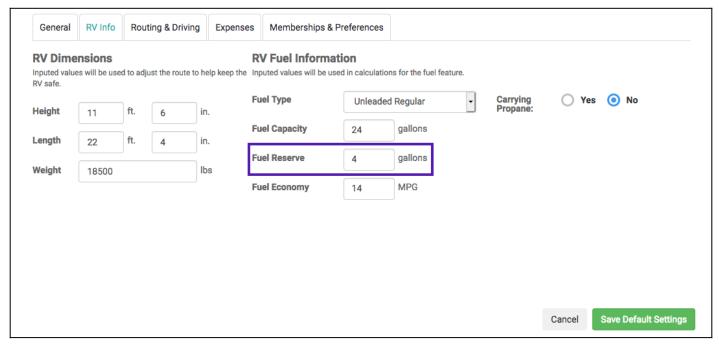


Using the above scenario, let's say our RV gets an average of 14 miles per gallon (in red) with a fuel tank capacity of 26 gallons (in blue). When we multiply these two numbers, we get:

### 14 MPG x 24 total gallons = **336 total miles**

This means that, on average, our RV is capable of traveling 336 total miles on a single tank of gas. Of course, we'll need to fill up <u>before</u> our tank goes empty. That's where the

#### Reserve Gallons field comes in!



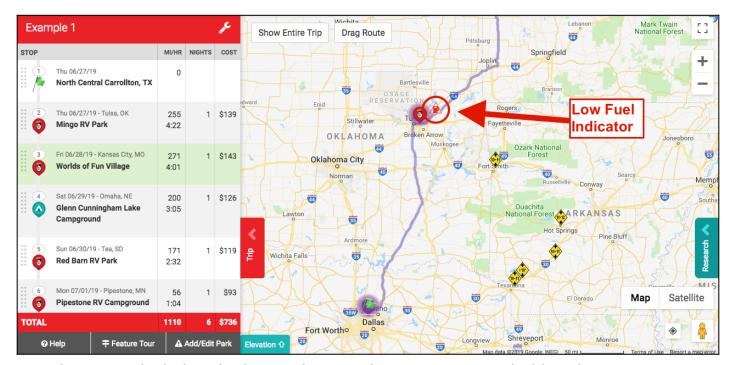
The Reserve Gallons feature (in purple) lets you set the number of gallons you'd like to have left in your tank when the **Low Fuel Indicator** icon appears on your trip map. In this case, we set the number of gallons to 4. If we do the math:

#### 14 MPG x 4 (reserve) gallons = **56 miles in reserve**

This means the Low Fuel Indicator icon will appear on our trip map when we have approximately 56 miles left to travel before our tank goes completely dry. This is helpful during planning or throughout your trip, as you'll have a sense of when and where you'll need to start looking for a gas station before the needle hits Empty.

# Using the Low Fuel Indicator with Your Trip Map

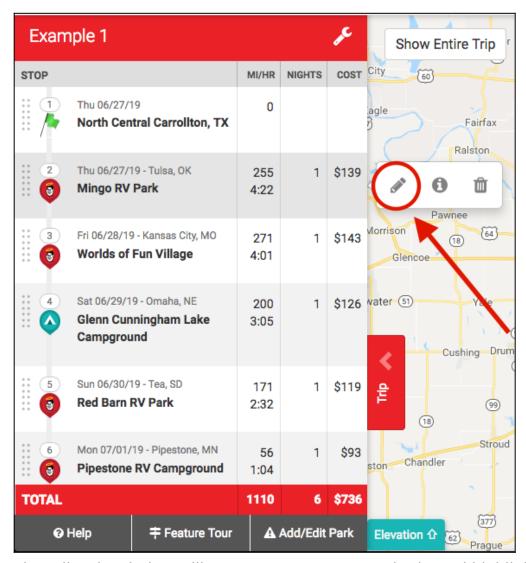
Now that you've created a trip, let's talk a little bit about how the Low Fuel Indicator works with your Trip Map. Let's say you created a trip like the one below. Right away, you'll see the Low Fuel Indicator icon just beyond your first stop at the Mingo RV Park in Tulsa, Oklahoma.



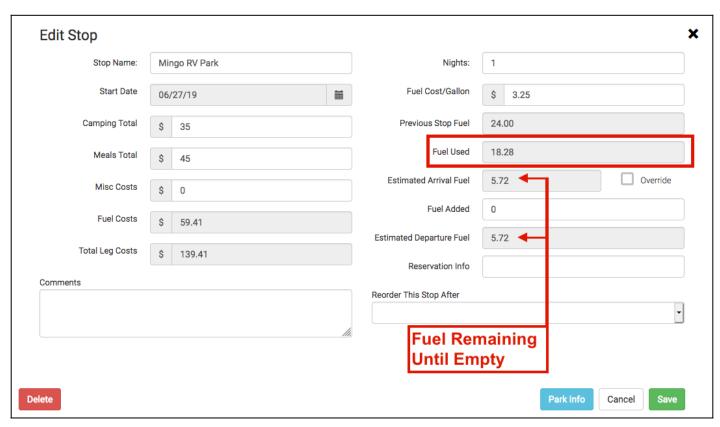
Based on our calculations in the previous section, once you reach this point on your trip you have 56 miles left before your tank is empty. You'll also notice there is only one Low Fuel Indicator icon on the entire trip map, even though the total distance would require multiple fill-ups. This is because RV Trip Wizard cannot calculate your future gas mileage unless you add additional fuel up information.

# How to Add Fuel During Your Trip

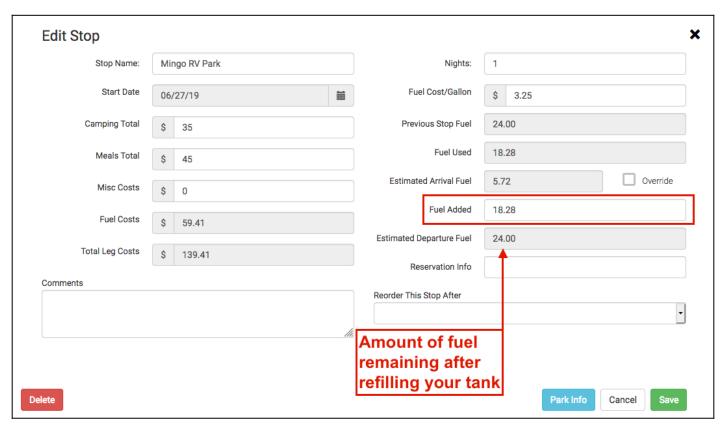
Let's say you've just reached your first trip stop -- Mingo RV Park in Tulsa, Oklahoma -- and you want to fill up here instead of waiting until your fuel tank gets any lower. Simply tap or click the Mingo RV Park stop and select **Edit** (the pencil icon) from the pop-up that appears on the right.



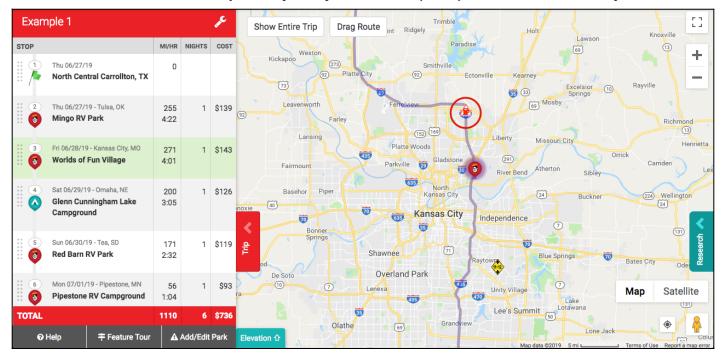
The Edit Trip window will appear. As you can see in the red highlighted area, you've used 18.28 gallons to get to your first trip stop with 5.72 remaining.



To top off your fuel tank, you would need to add 18.28 gallons to bring the total back to 24 gallons (as we specified in our Trip Settings). Or if you added less, simply enter that amount in the *Fuel Added* field. For this example, we will assume you filled it completely. Once you have done so, enter the fill amount in the Fuel Added Field as shown below.



Click Save and wait for RV Trip Wizard to return to our itinerary/map. Your mileage/range will now recalculate based on this new fuel up information. As you can see, the Low Fuel Indicator has now moved to just beyond your next trip stop outside Kansas City.



Continue to repeat this process each time you fill up to ensure you always remain up-to-

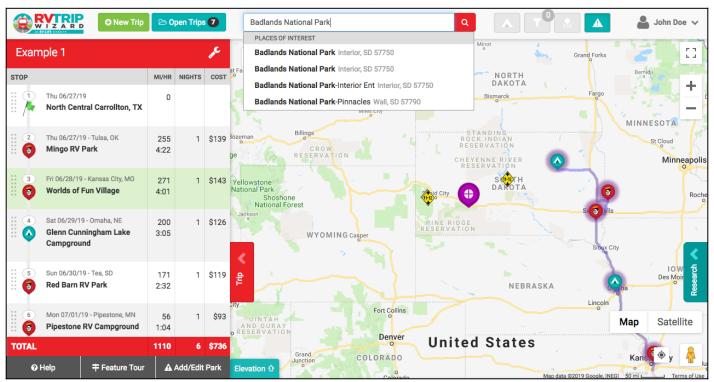
date and aware of your fueling needs.

# Adding a Fuel Station to Your Trip Itinerary

Some of our users like to add Fuel Stop/Gas Stations to their Trip Itinerary before they embark on their trips. To learn more about how to search for local points of interest (POI) like gas stations, <u>click here</u>. To learn how to add a Fuel Stop/Gas Station to an existing itinerary, <u>click here</u>.

# Search

Search can be used to find points of interests or parks. The search function will autopopulate if you enter a few letters. This comes in handy in case you are not sure how to spell the city, park or location you are searching for.



To search for local Points of Interest within the existing map area (area that is on your screen) visit <u>Using the Research Tab</u>.

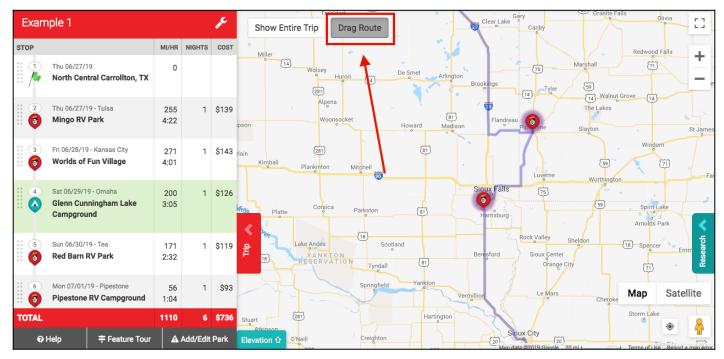
# **Drag Route**

We leverage the power of Google Maps and Google to take care of the actual routing during the trip planning procss. But sometimes you might not like the route provided -- so RV Trip Wizard lets you drag the route to go where you want. <u>Please note, however, that this will override the selections in your **Trip Preferences**. Here is an example of how to use the **Enable Drag** feature.</u>

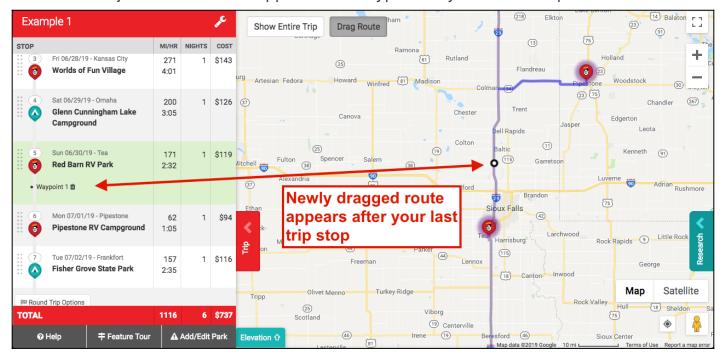
Suppose you were headed through South Dakota on your way to a trip stop just over the Minnesota border:



Click the **Drag Route** button in the upper left portion of the map to make the route draggable.



The **Drag Route** button will appear dark gray when active (to view your route without showing campground icons and other points of interest, click **Show Entire Trip** next to the **Drag Route** button -- this will give you a clearer view of your entire trip route). From here, move your cursor over your existing route -- a white dot will appear. Move this dot to the intersection of two roads, click (and hold) the mouse button and drag to adjust your route. This adjustment will also appear as a Waypoint in your list of stops.



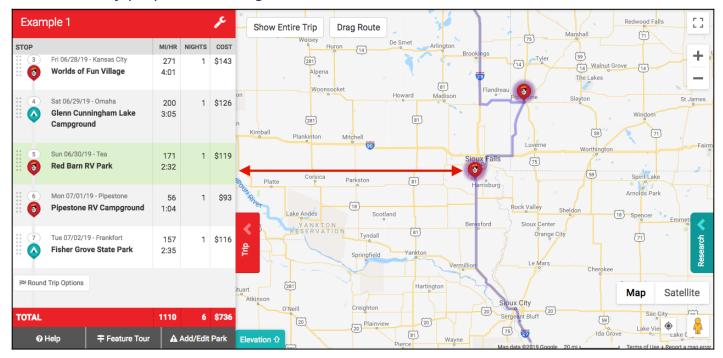
Let's say you don't like your new route and would prefer to return to the previous one.

That's easy. To undo your drag and return to the previous route, simply click click the **Trashcan** icon next the Waypoint you wish to delete in the **Trip Area**. The Waypoint will disappear and your previous route will be reinstated. Once your are finished with your newly adjusted route, be sure to click the Drag Route button once again to deactivate it. **Video Tutorial** 

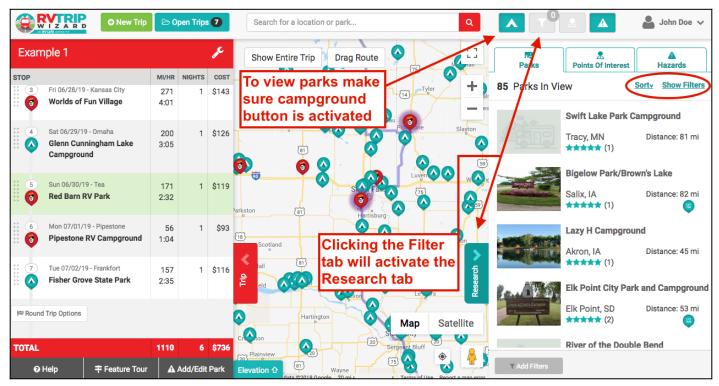
To view a brief tutorial on how to drag routes, including a more detailed explanation of waypoints and how they affect trip routes, click here.

# Filtering Parks

When a stop in the **Trip Area** is clicked, a multicolored icon appears over that stop surrounded by purple shadowing.



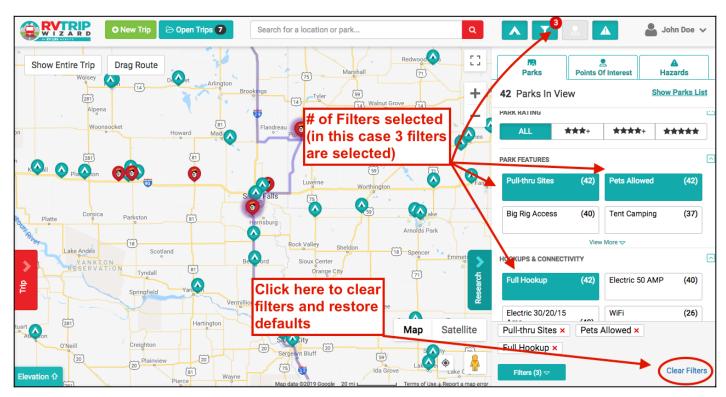
To search/filter for other parks/campgrounds or local points of interest, click the **Filter** button in the Top Menu (you can also activate filtering by clicking the **Research** tab on the right side of your screen). The **Research** tab will then appear (your Trip Area may disappear to make room -- keep in mind you can always restore this by simply clicking the red **Trip** tab on the left side of the screen).



To sort your results click the **Show Filters** button in the **Research** tab (circled above). Scroll to browse the different attributes.



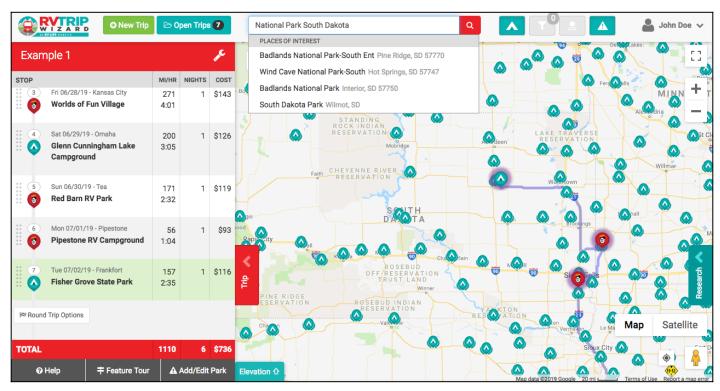
Click the attributes you wish to use to filter your results. Any parks with those particular attributes will remain.



To clear your filters, click the **Clear Filters** button at the bottom of the **Research** tab. For further information on how to find/search for Local Points of Interest visit the <u>Points of Interest section</u> in <u>Using the Research Tab</u>.

#### Places of Interest

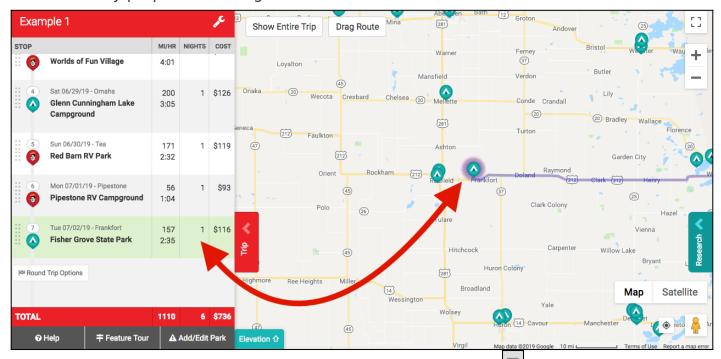
Let's say you're taking a trip through South Dakota and you want to see if there are any National Parks in the area. Simply enter 'National Park South Dakota' in the Search bar as show below. As you're typing, a dropdown menu will appear displaying common Places of Interest in relation to your search.



Admittedly, it's not perfect, but it may help you find what you're looking for when planning your trip.

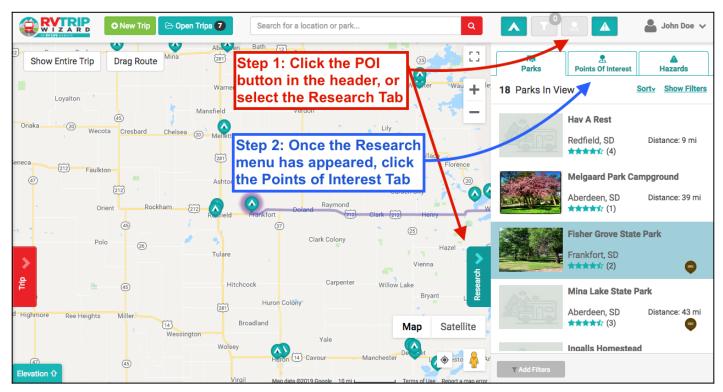
## Find Local Points of Interest (POI)

When a stop in the **Trip Area** is clicked, a multicolored icon appears over that stop surrounded by purple shadowing.

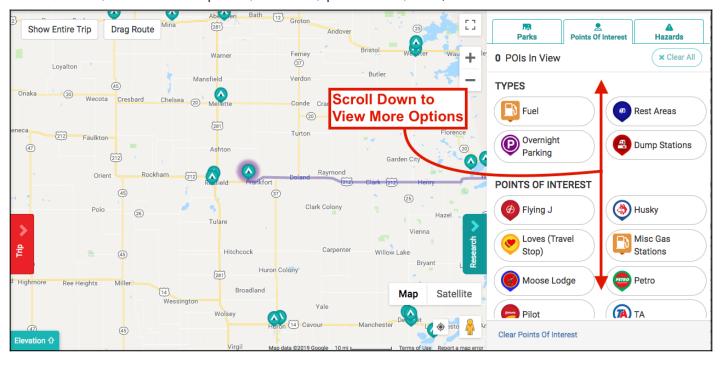


To search for **Local Points of Interest**, click the **Filter** button in the Top Menu. You can also activate filtering by clicking the **Research** tab on the right side of your screen.

The **Research** tab will then appear (your Trip Area may disappear to make room -- keep in mind you can always restore this by simply clicking the red **Trip** tab on the left side of the screen).



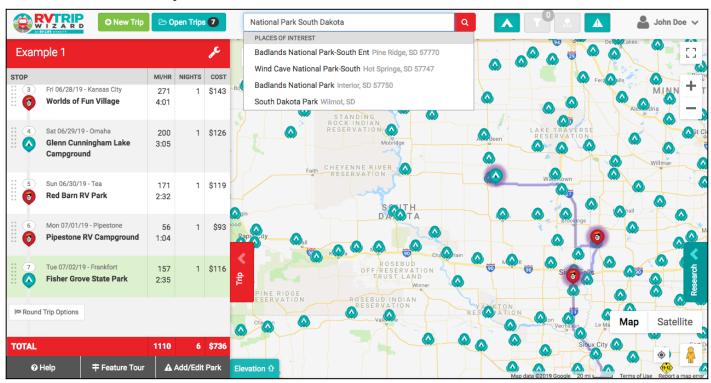
Next, activate the **Points of Interest** tab and click on the POI you wish to see. You can select from general types such as Fuel, Rest Areas, Overnight Parking and Dump Stations. Scroll down to view additional POIs such as individual gas stations, retail stores (such as Costco, Sams Club, Walmart, Bass Pro Shops, etc.), and area attractions (grocery stores, banks/ATMs, amusement parks, doctors, pet stores, etc.).



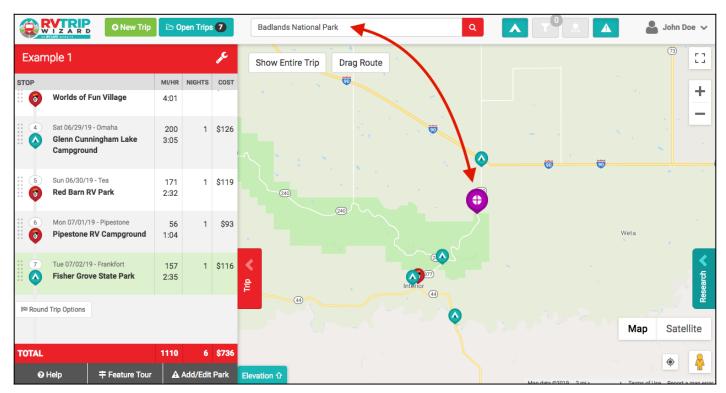
For further information on how to find/search for Local Points of Interest visit the <u>Points of Interest section</u> in <u>Using the Research Tab</u>.

## Searching Places of Interest

Let's say you're taking a trip through South Dakota and you want to see if there are any National Parks in the area. Simply enter 'National Park South Dakota' in the Search bar as show below. As you're typing, a dropdown menu will appear displaying common Places of Interest in relation to your search.



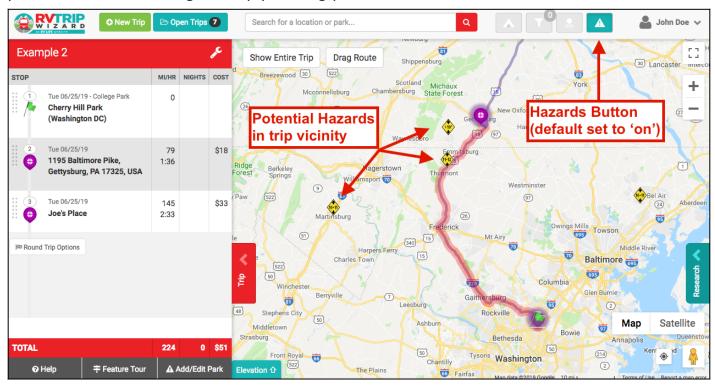
Select the POI you wish to visit and a Purple Trip Marker will appear on your map. Run your cursor over the Trip Marker and a location pop-up window will appear. To add this location to your trip, click **More Details** and add the same way you would a <u>Trip Stop</u>.



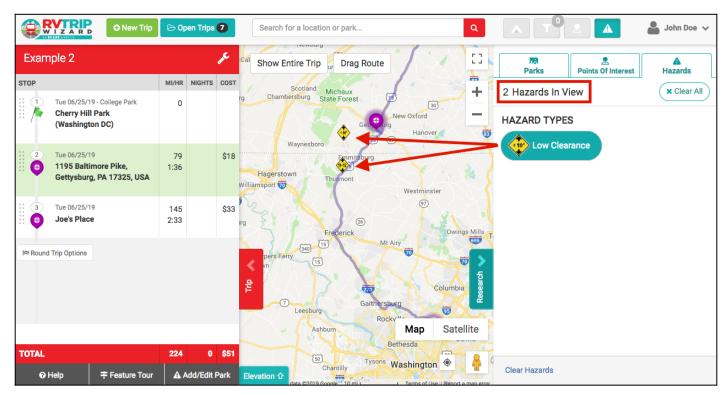
Admittedly, it's not perfect, but it may help you find what you're looking for when planning your trip.

# Using the Hazards Button

Because RVs are generally large vehicles with a height/width exceeding that of regular passenger vehicles, there may be times when you may not be able to travel a specific route due to such things as overpasses, single lane roads or mountainous traverses. Fortunately, RV Trip Wizard has created a **Hazards** Button which allows you to view potential hazards during the trip planning process.



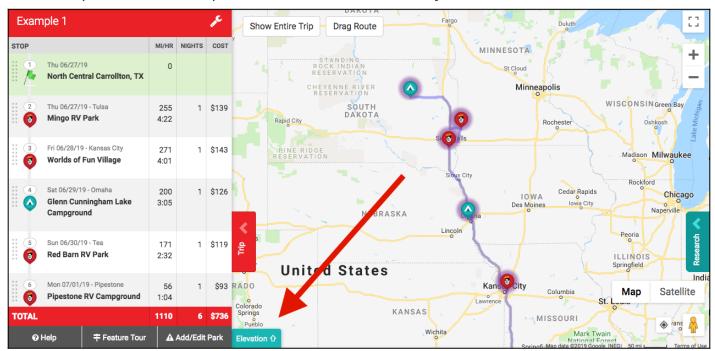
Every time you create or open an existing trip, the **Hazards** button defaults to the On position (as shown above). Height hazards will be displayed as icons in the map area. You can always change/adjust which hazards appear on your map by clicking on the **Research** tab to the right of the map area.



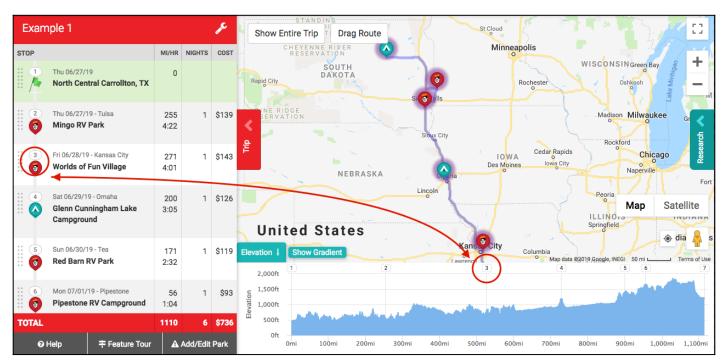
Any time you wish to adjust/clear Hazards from the map area, simply click on **Clear Hazards** at the bottom of the **Hazards** Tab.

## Using the Elevation Tab

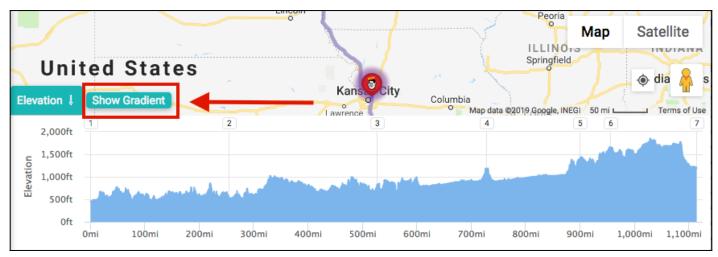
RV Trip Wizard's Elevation feature lets you view changes in elevation when planning your trip. To activate the Elevation feature, click on the **Elevation** tab located in the lower left of the map area (for smartphone and tablet functionality <u>see below</u>).



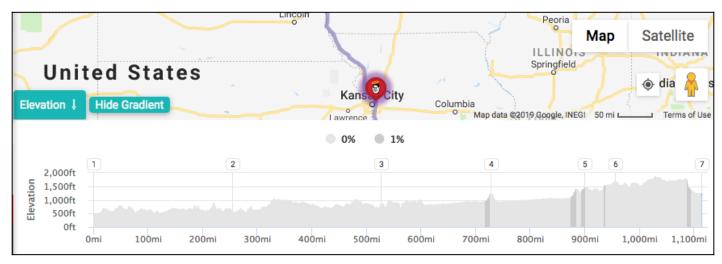
This may take a few moments as RV Trip Wizard needs to process massive amounts of data before trip elevation can be calculated. Once complete, a graph will appear as show below. The numbers (**highlighted inside the purple circles**) represent the elevation at each of your trip stops. Run your mouse cursor over the graph to see actual elevation at a particular point or stop.



To view the Gradient along your trip route, click the **Show Gradient** button to the right of the **Elevation** tab.



You'll notice the graph change to a grayscale image similar to the one below. Steeper gradients will appear as darker colors.



To hide the gradient and return to basic Elevation click **Hide Gradient**. To return to your map in full, click the **Elevation** tab once again and your graph will disappear.



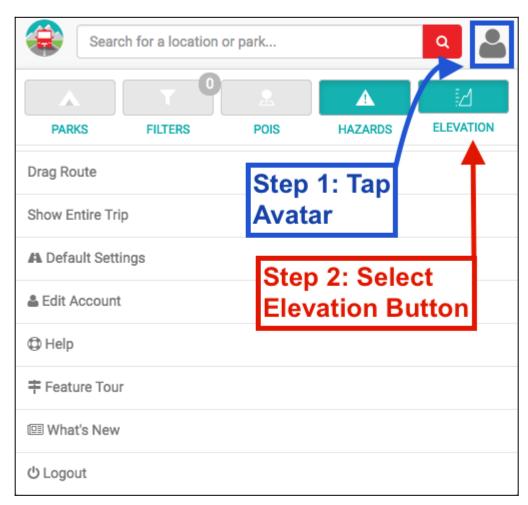
Keep in mind -- on longer trips rapid changes in elevation (particularly in mountainous areas) may not always display within the graph. This is simply due to the finite amount of space available on computer, tablet and smartphone screens.

## **Smartphones and Tablets**

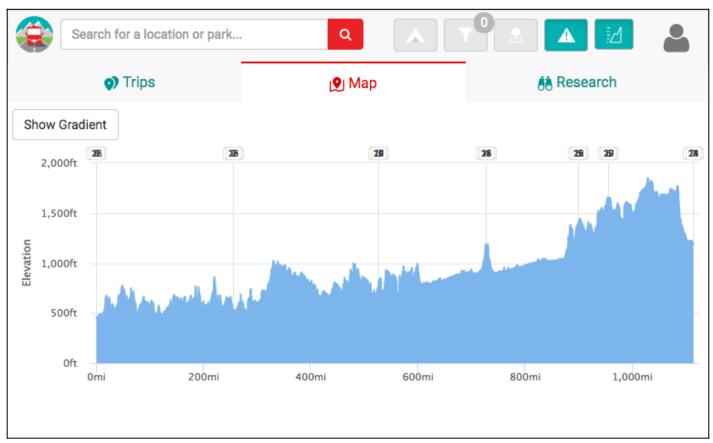
As you'll recall from our <u>responsive design section</u>, the RV Trip Wizard screen will look different on your mobile devices compared to what you would see if you were using a computer. Depending on the size of your screen, the **Elevation** button may be found either in the top menu...



...or by tapping the avatar in the upper righthand corner.



The Elevation graph will appear. Depending on the length of your trip, RV Trip Wizard may be unable to show the entire graph. To view other portions of the graph, press and scroll left or right to view elevation for additional trip stops.

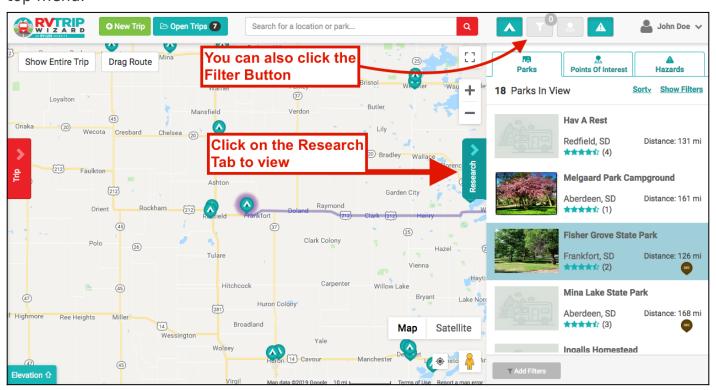


To hide the Elevation graph and return to your map in full, tap the Elevation button once again.

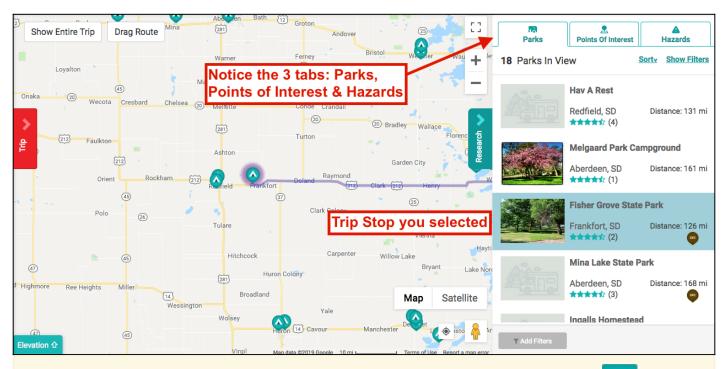
# Using the Research Tab

RV Trip Wizard's new **Research** Tab lets you search for Parks/Campgrounds and Points of Interest in the vicinity of a trip stop using the RV Trip Wizard map. For details on how to access the Research Tab using a tablet or mobile device, click here.

Begin by clicking on a trip stop to recenter your map, then click the **Research** Tab (be sure to have the Campground icon activated in the header if you wish to research parks in your area). You can also activate the Research tab by clicking the Filter button in the top menu.



The Research Tab sidebar will appear. You should see something similar to below. You'll notice three tabs within the sidebar: **Parks\***, **Points of Interest** and **Hazards**.



\*If you don't see any parks or campgrounds, make sure the Parks button is selected. You may also have to zoom out on the trip map.

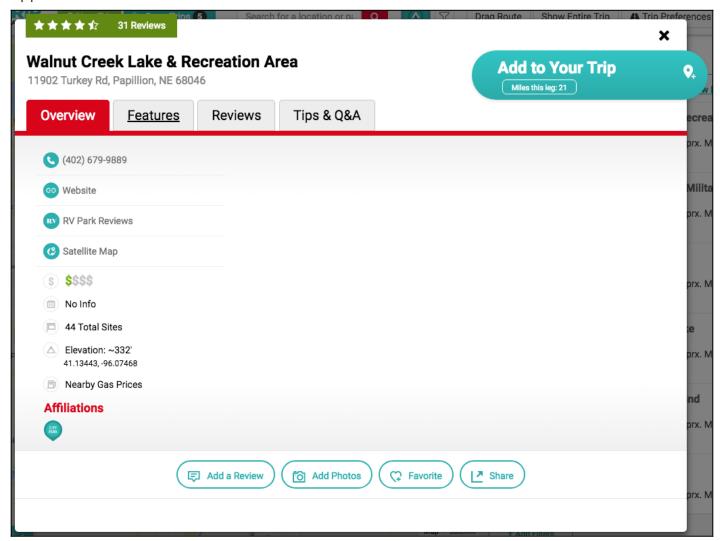
NOTE: When you click the Research Tab you'll notice the Trip Itinerary will disappear to make room. To display your Trip Itinerary once again, simply click the red Trip Tab on the left side of the screen.

#### **Parks**

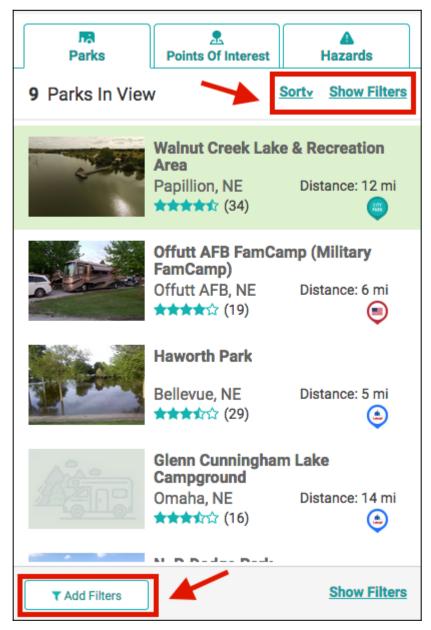
When you select the Parks tab, keep in mind it will only shows parks in the area of the map that appears on your screen. If you zoom in/out you'll notice less/more parks will appear. If you hover your mouse over an individual park, you'll notice a bouncing campground icon on the map where that park is located in relation to your trip route/stop. Each park lists its name/location, approximate mileage in relation to your trip stop, park rating/number of reviews and the type of park.



To learn more about a park, simply click on it to view further details. A popup window will appear as shown:



Click on each individual Park to view further information. Or if you wish to add this park to your trip itinerary, click **Add to Your Trip** in the upper right. You can also sort and filter parks to further refine your results.

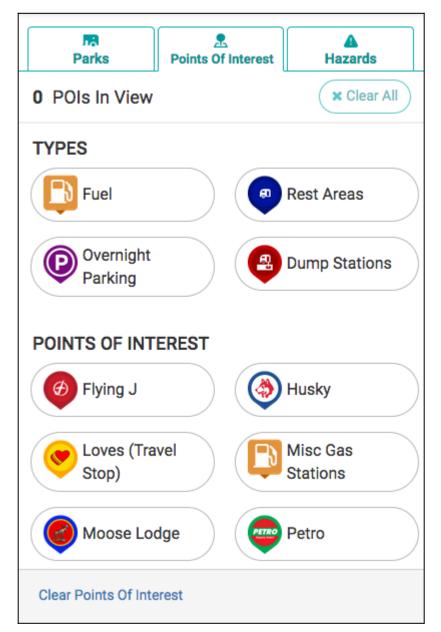


Once you are finished, simply click the Research tab to return to the map.

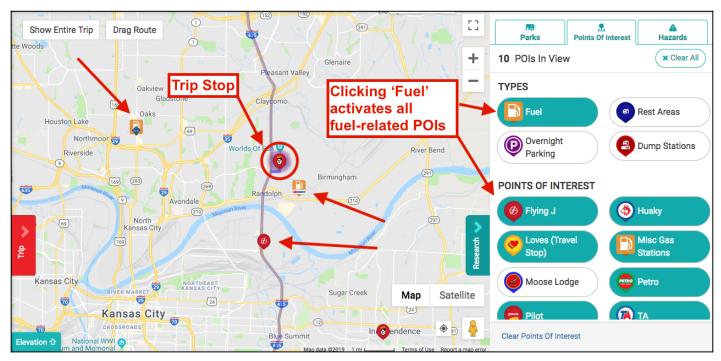
#### Points of Interest

To view Points of Interest (POI) in relation to your trip stop, click the **POI** tab within the Research tab window.

NOTE: Points of Interest and Additional Area Attractions will only show when you are zoomed in close enough to the map. If you are zoomed too far out, RV Trip Wizard will not display them.



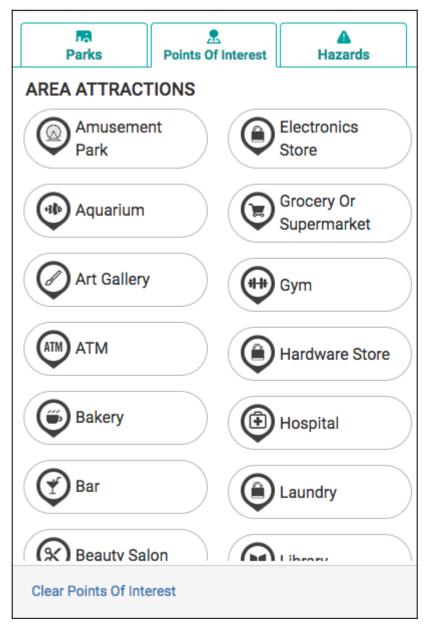
The POI tab displays a number of common Points of Interest as well as Fuel, Rest and Utility locations. Click the POI you wish to view. In the example below, we have clicked Fuel. Any fuel stops in the immediate area will appear on your trip map.



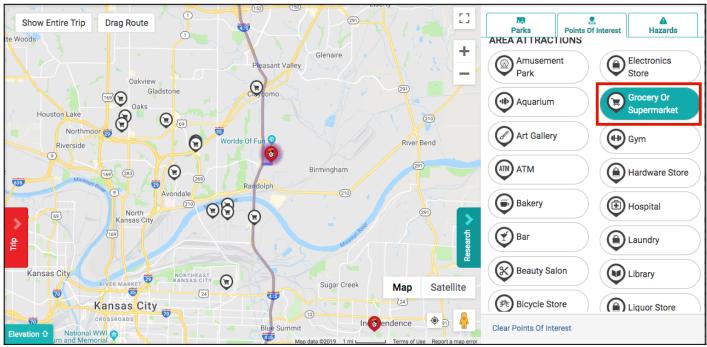
If you wish to add a POI to your trip itinerary, simply hover over the icon on the map to view more details and select **Add to Trip**. Once you are finished click the **Clear POI** button at the bottom of the POI tab to remove the icons from your trip map.

You can click multiple boxes/Points of Interest if you wish to display more than one on the map.

You can also view Additional Area Attractions by scrolling down to the bottom of the POI tab and clicking **Additional Area Attractions**. A detailed menu will appear as shown below.



Just like we did with the fuel example above, each time you click an area attraction any results will appear on the map.

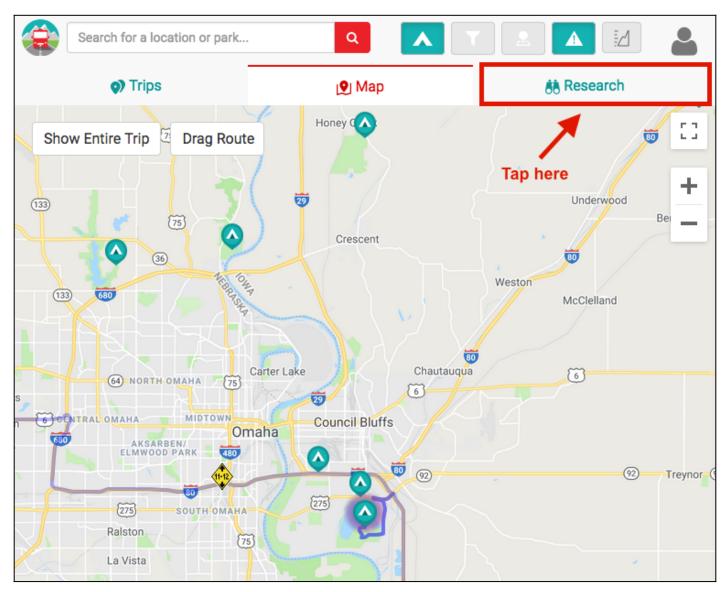


Adding POI to your Itinerary

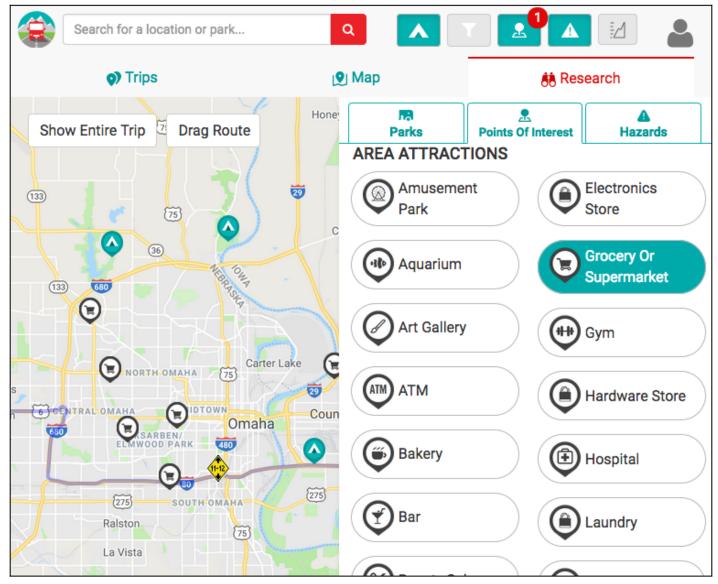
Adding a gas station refueling (or other POI trip stop) to your itinerary works the same as <u>Adding Trip Stops</u>. Simply move your mouse cursor over the top of the icon you wish to include. A popup window will appear with additional information. Click on **More Details** to add this stop to your trip.

#### **Tablets & Mobile Devices**

To access the Research Tab using your tablet or smartphone, tap the **Research** Tab in the header.



The Research Tab will emerge from the left as shown. Select the POI you wish to search for:

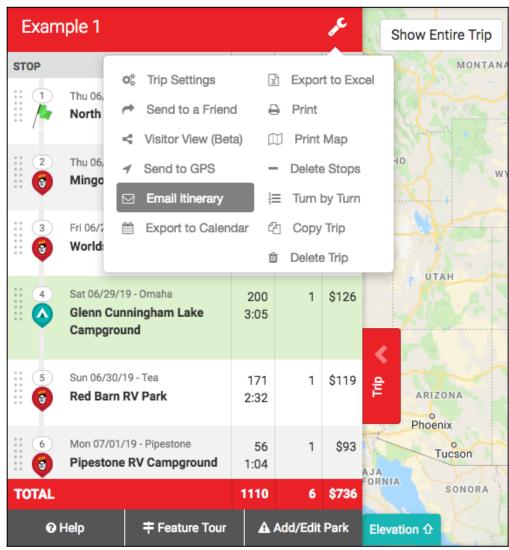


Continue to use according to the PC functionality above. Anytime you wish to return to the map or your trip itinerary, simply tap the respective tab in the header.

# Email Itinerary and Send to a Friend

## **Email Itinerary**

RV Trip Wizard allows subscribers to send a copy of their itinerary to the email associated with their RV Trip Wizard account in the event they wish to have a backup on hand. They may also want to forward it onto family or friends for security purposes. To do this, click *Trip Tools* (the wrench icon) in the **Trip Area**. The following dropdown menu will appear:

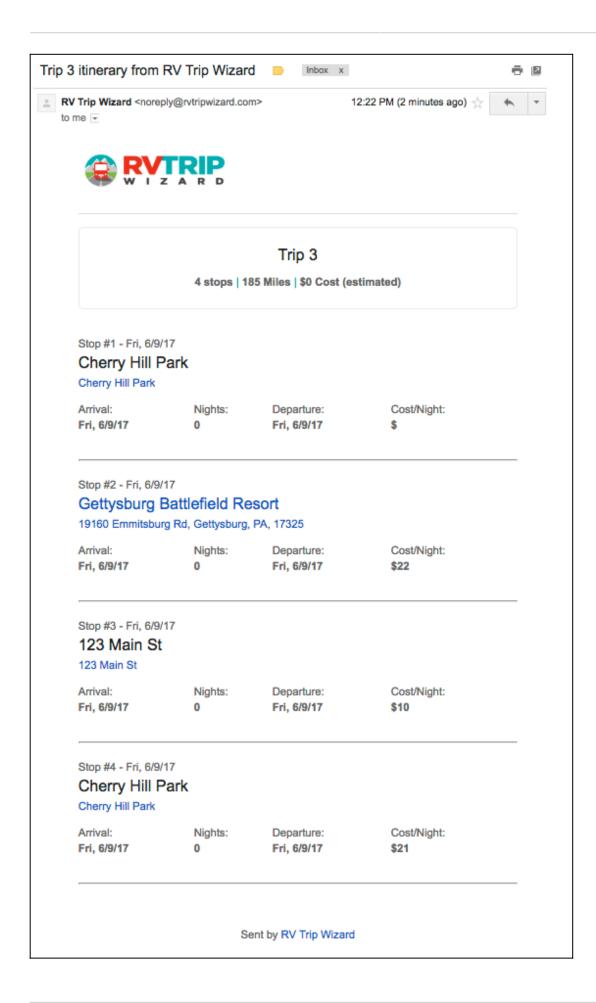


Select **Email Itinerary** from the list of options. RV Trip Wizard will automatically send a copy of your trip itinerary to the email associated with your account. You will also receive the following confirmation message on-screen.



Keep in mind it may take anywhere from a few seconds to a few minutes for your itinerary to appear in your inbox.

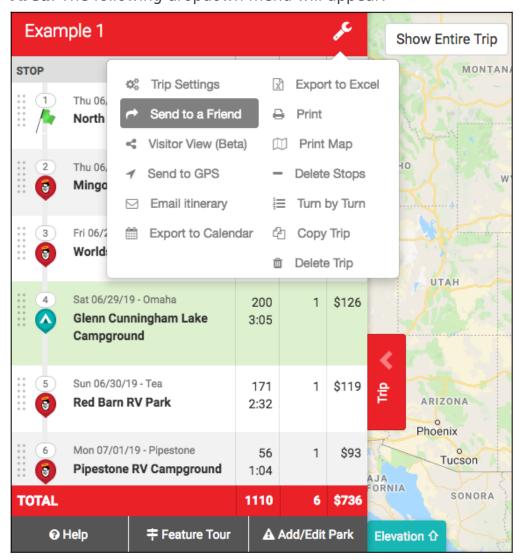
If you don't see your itinerary after a few minutes, be sure to check your Spam or Trash folder as messages can sometimes get re-routed due to email filtering preferences. Once you receive the email, it should look something like this (message may appear differently, depending on your email layout):



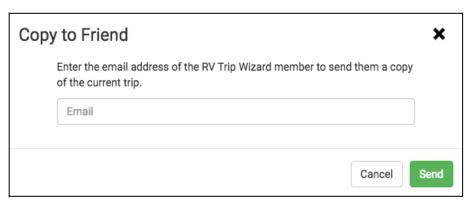
Highlighted text (in blue) takes you to the destination in Google Maps. Simply click on the text and Google Maps will do the rest.

#### Send to a Friend

As we touched on earlier in <u>Planning Your Trip</u>, you can also send your itinerary to a fellow RV Trip Wizard subscriber. Start by clicking *Trip Tools* (the wrench icon) in the **Trip Area**. The following dropdown menu will appear:



Select **Send to a Friend** from the menu options. A pop up window will appear.

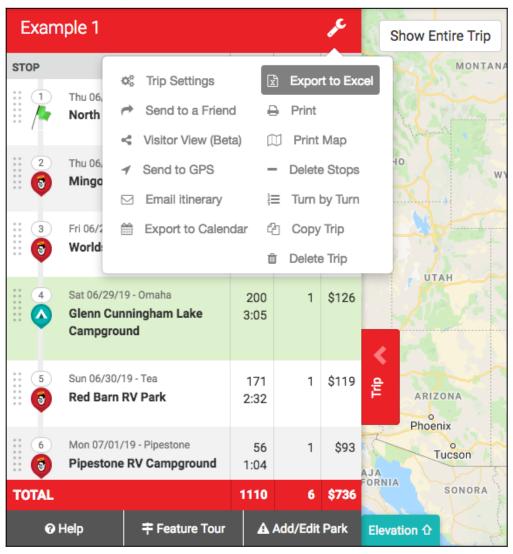


Enter the email address of the RV Trip Wizard member you wish to send it to and click *Send*. The message should appear in the recipient's inbox in a few minutes.

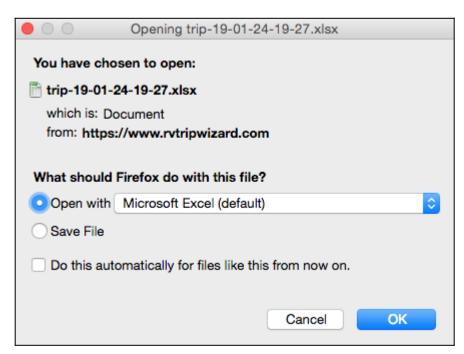
Note: You can only send trip itineraries to current RV Trip Wizard subscribers.

# **Export to Microsoft Excel**

You can also export your trip details as a Microsoft Excel file by clicking **Export to Excel** under *Trip Tools* (the wrench icon).

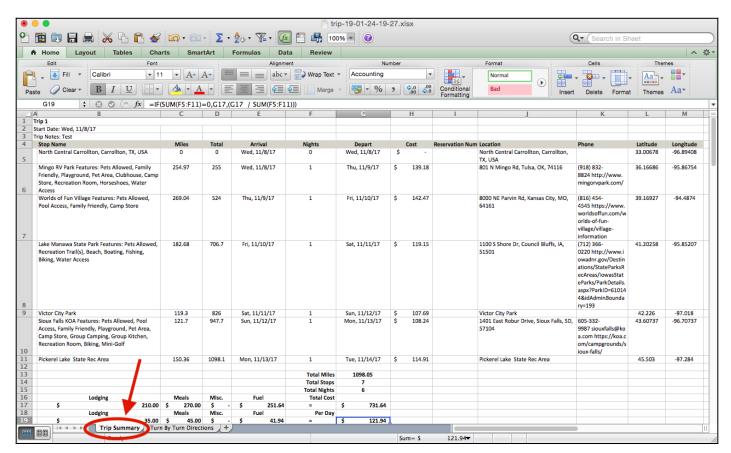


A pop-up window will appear similar to this one:

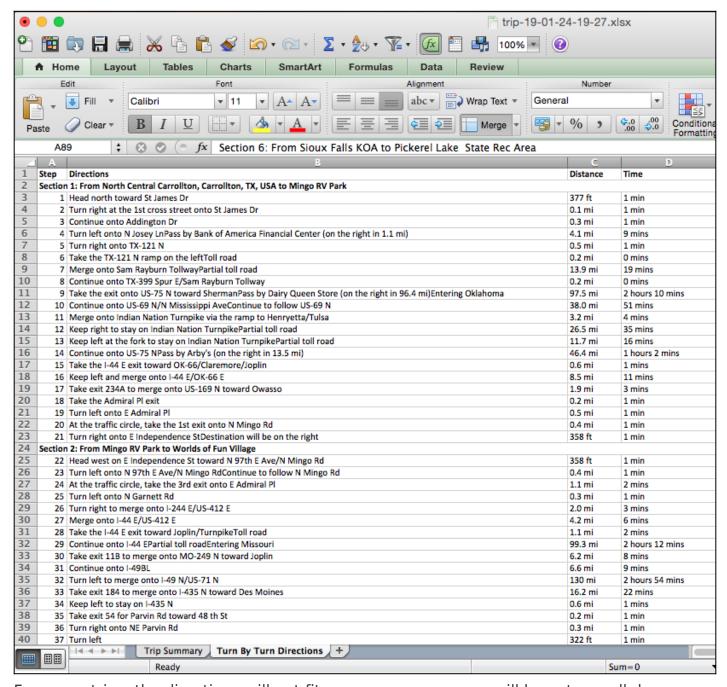


If you have Microsoft Excel loaded onto your computer, you will be asked whether or not you'd like the file opened immediately or saved for later. Click **OK**. Your computer will download your trip as a Excel file (.xlsx file format). Keep in mind your computer settings will determine where the file will be located on your hard drive once it has been downloaded.

Once you locate the file, double-click to open it in Microsoft Excel. The file will appear as shown, displaying the same **Trip Summary** information you have in RV Trip Wizard, minus the map.



You'll also notice a second tab to the right called **Turn By Turn Directions**. Click this tab to view route directions for each segment of your itinerary.



For many trips, the directions will not fit on one screen so you will have to scroll down.

Now you can make notes, enter comments or even print your itinerary to have on hand during your trip.

## **Export to Calendar**

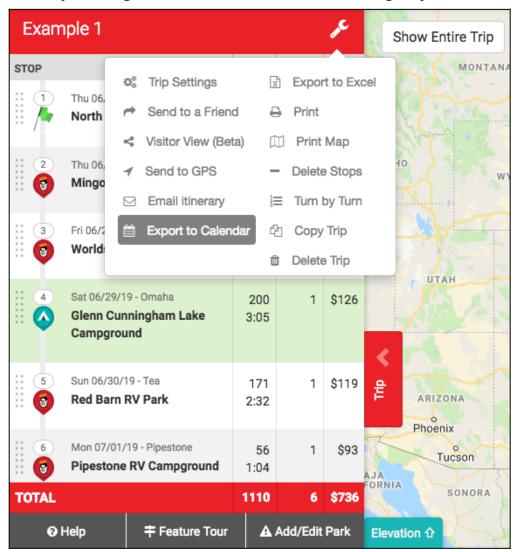
RV Trip Wizard grants users the added benefit of exporting trips to their calendars to avoid overlapping events and scheduling mishaps. Calendars can be exported to <a href="iCal (Mac)">iCal (Mac)</a>, your <a href="iPhone/iPad">iPhone/iPad</a>, <a href="Google Calendar">Google Calendar</a> and <a href="Android">Android</a> (also via Google Calendar).

Calendars do not update automatically. Should you make adjustments to

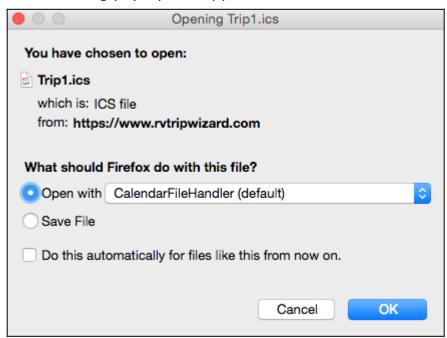
△ your itinerary once you've added a trip to your calendar, you'll have to delete the existing trip calendar and re-export the revised itinerary.

## 1. Exporting Your Trip Calendar to iCal on your Mac

Start by clicking the wrench icon and selecting **Export to Calendar**.

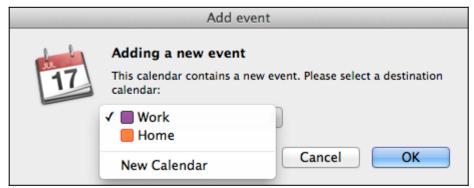


The following pop-up will appear:

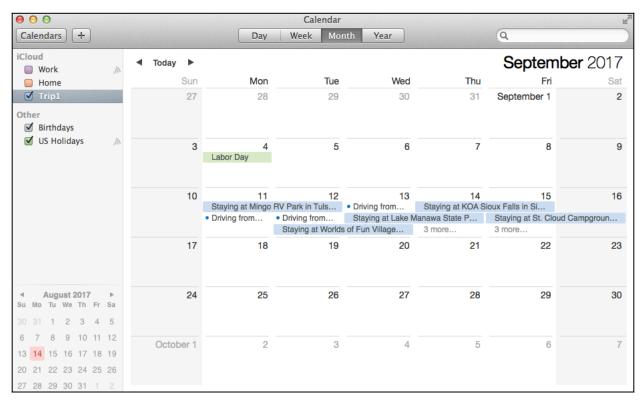


Make sure "Open with CalendarFileHandler" is selected and click **OK**. Your trip calendar file will immediately downloading to your computer and finish by opening with the iCal application. The filename will be the name you gave your trip along with the file extension .ics (in this case, *Trip1.ics*). Keep in mind your computer settings will determine where the downloaded file is located on your hard drive.

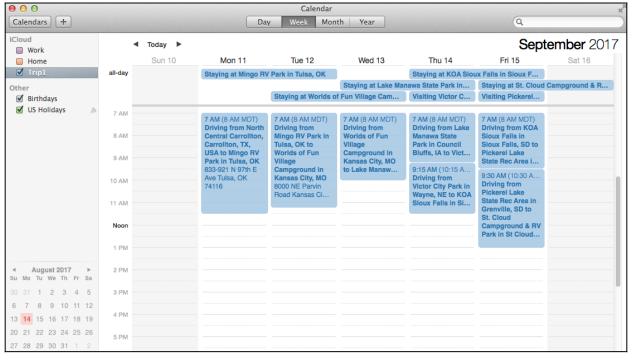
Once iCal has opened the following popup will appear:



Choose whether you'd like your trip to appear in an existing calendar, or create a new one. If you choose to create a New Calendar, iCal will use the name of your trip (in this case, *Trip 1*) as the name of your new calendar.



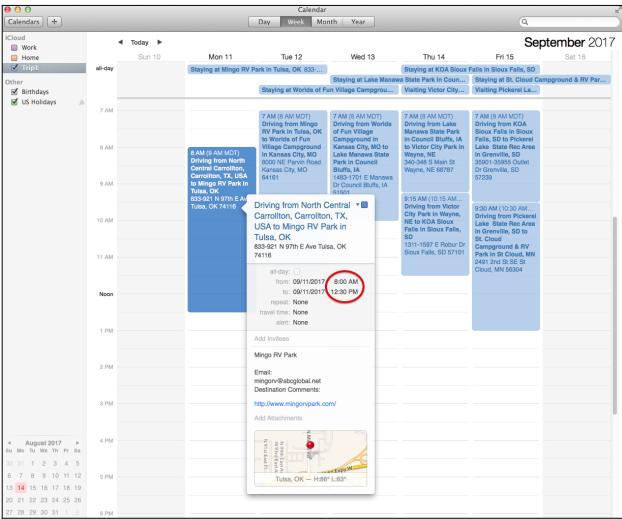
When switching to **Week View**, you'll notice RV Trip Wizard begins each day at 7:00 am.



Drive times are based on your existing trip preferences rounded to the nearest 15 minutes. To change the time you wish to start each day, simply drag the segment you wish to change to the appropriate time slot. You can also double-

click the segment and adjust time as needed.

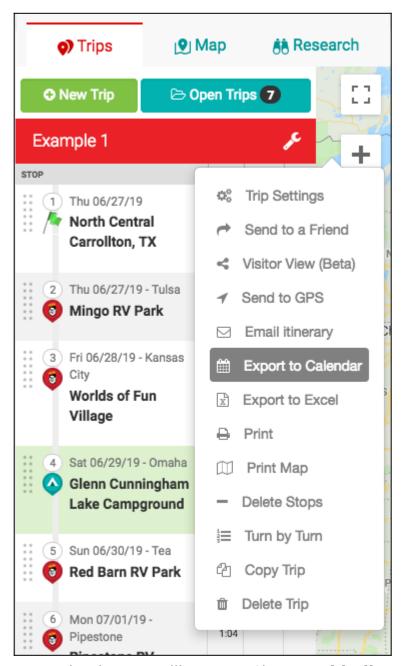
Note: Trip information including addresses, websites (if available) and maps can also be found by double-clicking individual segments.



## 2. Exporting Trip Calendar to your iPhone

Start by logging into RV Trip Wizard using the web browser on your iPhone (we recommend using the Safari app ) and select the trip you wish to export.

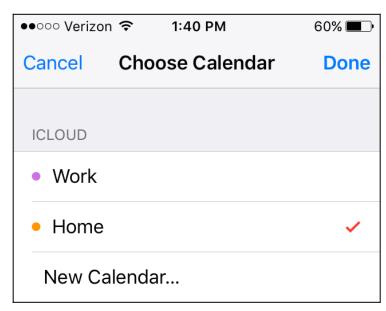
Tap the wrench icon in the Trip Area and select Export to Calendar.



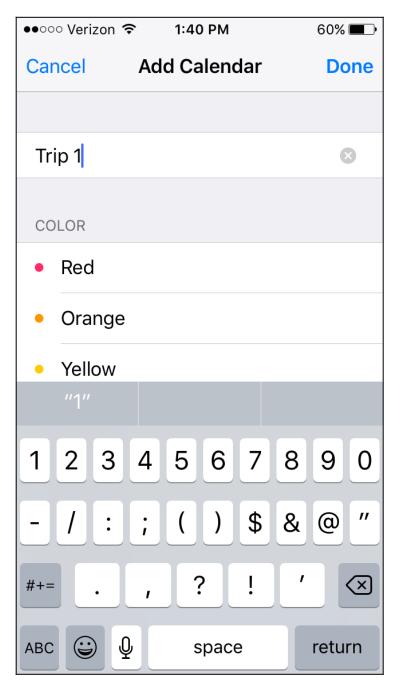
Your Trip Itinerary will appear. Choose **Add All** to add your trip to your Calendar, followed by **Done**.

••ooo Verizor	n <b>令</b> 1:40 PM	60% ■→			
Done [	14 Events	Add All			
all-day	Staying at Mingo F				
7:00 AM 11:30 AM	Driving from North 833-921 N 97th E Ave Tu				
all-day	Staying at Worlds 8000 NE Parvin Road Ka	of Fun			
7:00 AM 11:15 AM	Driving from Ming	o RV Pa			
all-day	Staying at Lake Manawa  1483-1701 E Manawa Dr Council Bl				
<b>7:00 AM</b> 10:00 AM	<b>Driving from World</b> 1483-1701 E Manawa Dr				
all-day	Staying at KOA Sid				
all-day	Visiting Victor City 340-348 S Main St Ways				
<b>7:00 AM</b> 9:15 AM	Driving from Lake 340-348 S Main St Wayı				
9:15 AM 11:30 AM	Driving from Victo 1311-1597 E Robur Dr Sid	•			
all-day	Staying at St. Clou				
all-dav	Visitina Pickerel La	ake Sta			

Choose which Calendar you'd like to use and select **Done**.



If you choose to add a New Calendar enter the name of your trip (in this case, *Trip 1*) and select **Done**.



Your trip will automatically appear on your calendar as shown. Drive times are based on your existing trip preferences rounded to the nearest 15 minutes.

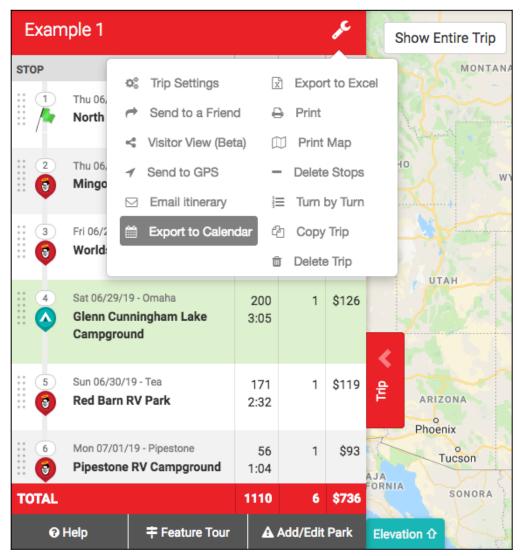
SEP	11	12	13	14	15
	Monday	Tuesday	Wednesday	Thursday	Friday
all-day	Staying at Mingo F	RV Park in Tulsa,	Staying at Lake Ma	anawa State Park	Staying at St. Clou
		Staying at Worlds	of Fun Village Ca	Staying at KOA Sig	ux Falls in Sioux
-,				Viciting Victor	Viciting Diekorel
7 AM 8 AM 9 AM	Driving from North Central Carrollton, Carrollton, TX, USA to Mingo RV Park in Tulsa, OK 8 AM (MDT)	Driving from Mingo RV Park in Tulsa, OK to Worlds of Fun Village Campground in Kansas City, MO	Driving from Worlds of Fun Village Campground in Kansas City, MO to Lake Manawa State Park in	Driving from Lake Manawa State Park in Council Bluffs, IA to Victor City Park in Wayne, NE	Driving from KOA Sioux Falls in Sioux Falls, SD to Pickerel Lake State Rec Area in Grenville, SD 8 AM (MDT) 359
10 AM	833-921 N 97th E Ave Tulsa, OK 74116	8 AM (MDT) 8000 NE Parvin Road Kansas City, MO 64161	Council Bluffs, IA 8 AM (MDT) 148	Driving from Victor City Park in Wayne, NE to KOA Sioux Falls in Sioux Falls, SD 10:15 AM (MDT)	Driving from Pickerel Lake State Rec Area in Grenville, SD to St. Cloud Campground &

Tap individual trip segments to make edits the same way we did in the previous example.

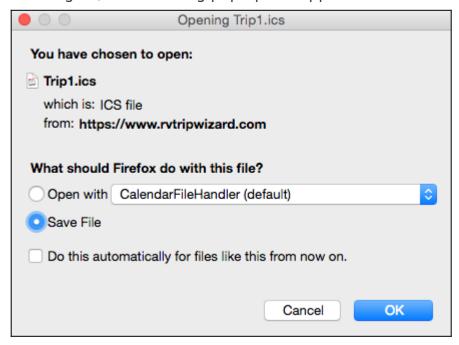
Trip information including addresses, websites (if available) and maps can also be found by tapping individual segments.

## 3. Exporting to Google Calendar

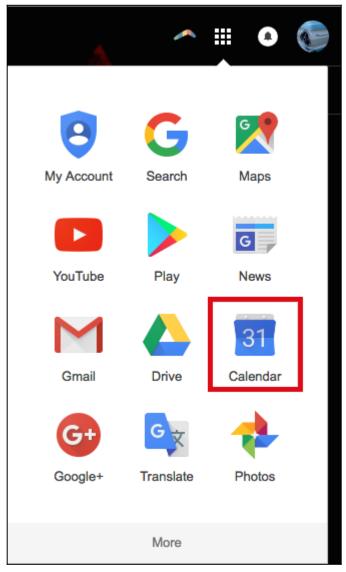
Start by clicking the wrench icon and selecting **Export to Calendar**.



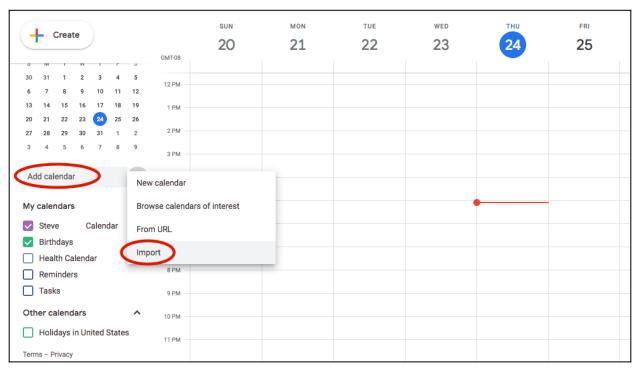
Once again, the following pop-up will appear:



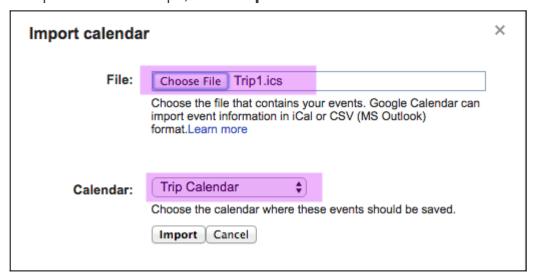
This time, make sure **Save File** is selected and click **OK**. Your trip calendar file will immediately begin downloading to your computer. The filename will be the name you gave your trip along with the file extension .ics (in this case, *Trip1.ics*). Keep in mind your computer settings will determine where the downloaded file is located on your hard drive. Next, log into your Google account and select **Calendar** from the menu in the upper right hand corner.



Your Calendar will appear. To import the Trip Calendar you downloaded from RV Trip Wizard, click the button to the right of **Other calendars** and select **Import calendar**.



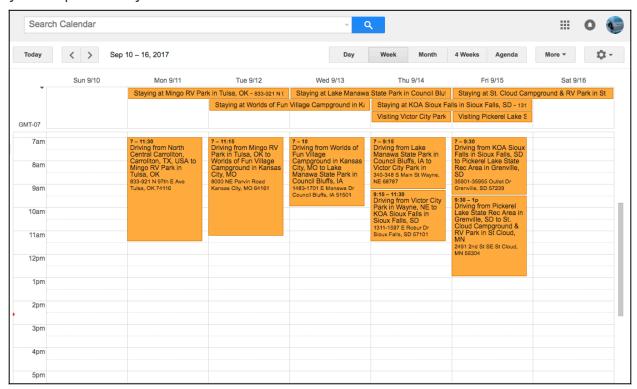
The following popup will appear. Choose which calender you'd like to use (in this case, I am adding it to a calendar I created called *Trip Calendar*) and select the file you previously downloaded. Keep in mind your computer settings will determine where the downloaded file is located on your hard drive. Once you've completed these steps, click **Import**.



You will know your import is complete when you see the following message:



Click **Close** to view your calendar. If you do not see your trip calendar right away, check to make sure you are viewing the appropriate dates as listed in your trip itinerary.

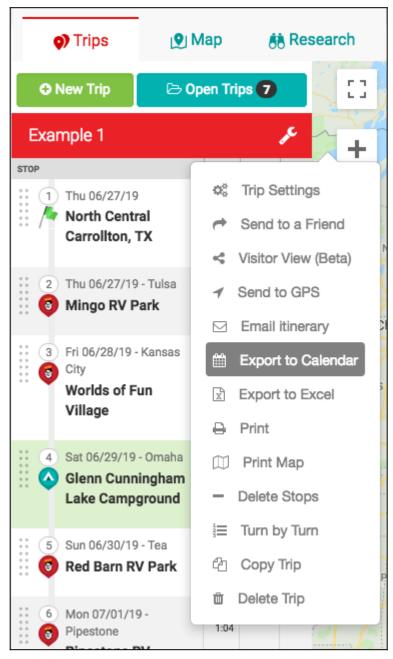


Drive times are based on your existing trip preferences rounded to the nearest 15 minutes. To change the time you wish to start each day, simply drag the segment you wish to change to the appropriate time slot. You can also double-click the segment and adjust time as needed.

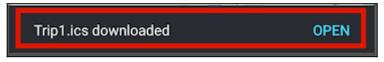
Trip information including addresses, websites (if available) and maps can also be found by double-clicking individual segments.

## 4. Exporting to your Android Device

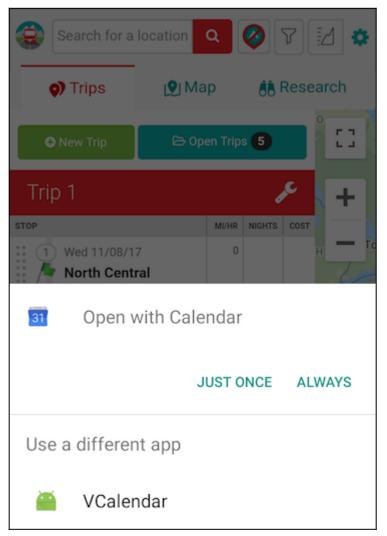
From your Android device, log into RV Trip Wizard from your web browser. Once you have selected the trip you wish to export, tap the wrench icon and select **Export to Calendar**.



Your trip calendar file will immediately begin downloading to your device and the following message will appear at the bottom of the screen.



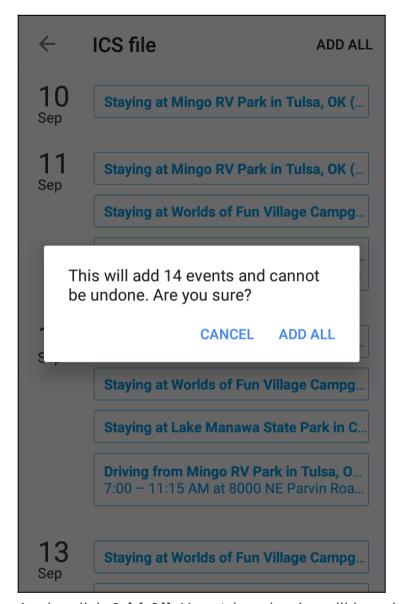
Tap **Open**. Top **Open with Calendar** either tap **Just Once** or **Always**. It's up to you.



Your Trip Calendar will appear. Tap Add All to add it to your Calendar.



The following popup will appear (the number of events may vary based on how many stops/days you are planning to travel):



Again, click **Add All**. Your trip calendar will be added to your calendar as shown. Drive times are based on your existing trip preferences rounded to the nearest 15 minutes.

Sep	Sun 10	Mon 11	Tue 12	Wed 13	Thu <b>14</b>	<sup>Fri</sup> 15	16 sat
	Staying at N	Mingo RV Par	Staying at L	ake Manawa	Staying at S	t. Cloud Can	
	Staying at Worlds of Fun Staying at KOA Sioux Fa						
				Visiting Vic	<b>Visiting Pic</b>		
7 AM 8 AM		Driving from North Central Carrollton, Carrollton,	Driving from Mingo RV Park in Tulsa, OK to Worlds of	Driving from Worlds of Fun Village Campground in Kansas	Council	Pickerel	
9 AM		TX, USA to Mingo RV Park in Tulsa, OK 833-921 N	Fun Village Campground in Kansas City, MO 8000 NE	City, MO to Lake Manawa State Park in Council	Bluffs, IA to Victor City Park in Driving from	Lake State Rec Area in Grenville, SD 35901-35955	
10 AM		97th E Ave Tulsa, OK 74116	Parvin Road Kansas City, MO 64161	Bluffs, IA	Victor City Park in Wayne, NE to KOA Sioux	Driving from Pickerel Lake State Rec Area in	+

Tap individual trip segments to make edits the same way we did in the previous examples.

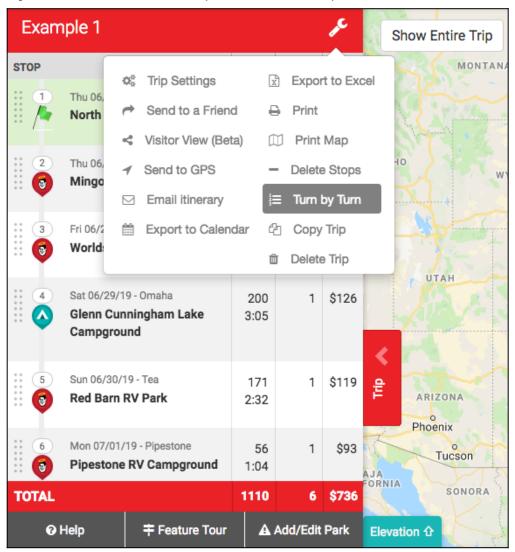
Trip information including addresses, websites (if available) and maps can also be found by tapping individual segments.

# Turn By Turn Directions

As we mentioned in one of the previous topics, you can easily print out Turn by Turn directions for your entire trip. Many of our members find it quite useful to keep an extra copy of their Trip Report in a notebook to have on hand as they travel, just in case. There are two ways to do this:

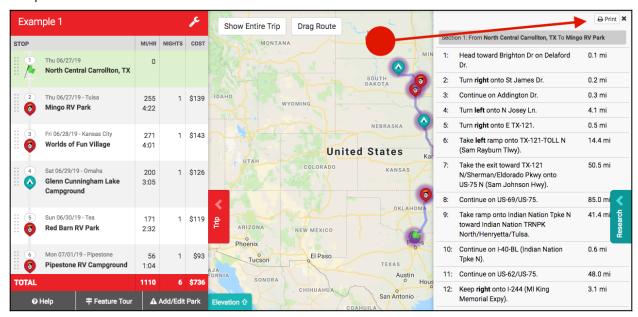
## 1. Turn by Turn via Trip Tools

Start by clicking *Trip Tools* (the wrench icon) in the **Trip Area.** Select **Turn by Turn** from the list of options in the dropdown menu.



Your **Turn by Turn** directions will appear in a box on the right hand side of the

#### map.



In the example above, you'll notice the distance between North Central Carrollton, TX and Mingo RV Park in Tulsa, OK is 255 miles, as well as the time it will take to reach this destination (5 hours, 40 minute).

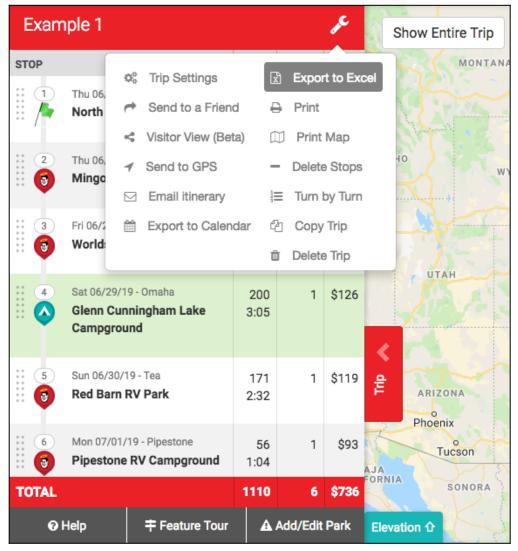


Travel time is based on the box you selected in the *Driving Time*Calculation section found under the **Trip Preferences** Driving Tab. To review how this works, visit the <u>Getting Started page</u>. Travel time also does not account for traffic or road construction delays.

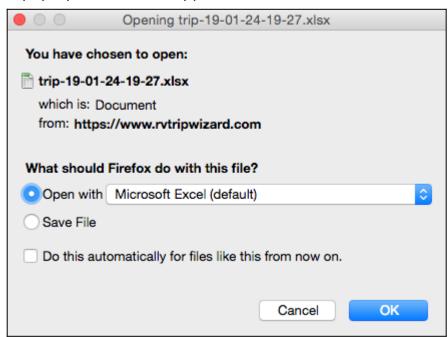
To Print this information for your records, simply select the **Print** icon in the upper right hand corner. To exit Turn by Turn direction, click the **X** next to the **Print** icon.

## 2. Turn by Turn using Export to Excel

Click the icon just like you did before, only this time select the **Export to Excel** option from the drop down menu.

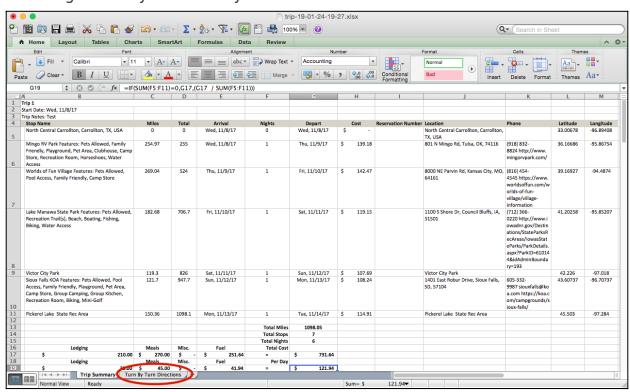


A pop-up window will appear similar to this one:

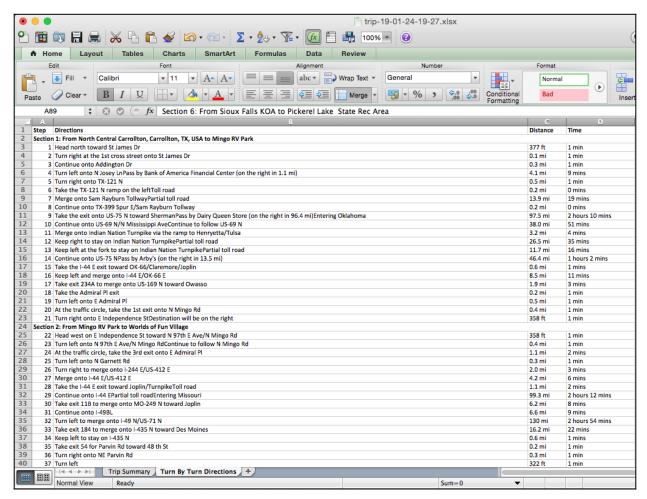


If you have Microsoft Excel loaded onto your computer, you will be asked whether or not you'd like the file opened immediately or saved for later. Click **OK**. Your computer will download your trip as a Excel file (.xlsx file format). Keep in mind your computer settings will determine where the file will be located on your hard drive once it has been downloaded.

Once you locate the file (if you didn't already Open it with Excel directly), double-click to open it in Microsoft Excel. The file will appear as shown with two tabs at the bottom of the screen -- **Trip Summary** and **Turn by Turn Directions**. Click the **Turn By Turn Directions** tab to view route directions for each segment of your itinerary.



You'll see the Turn by Turn Directions laid out as shown:

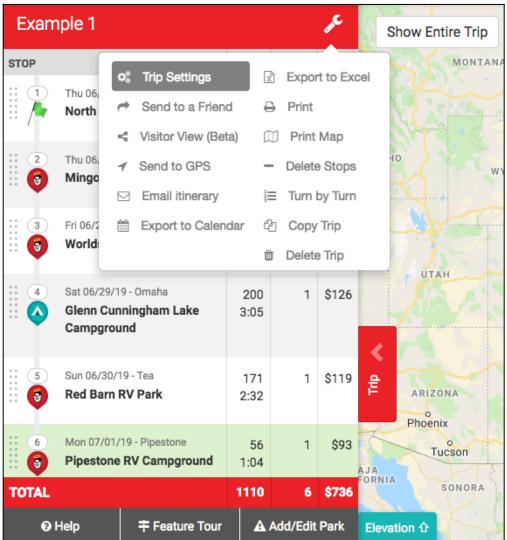


From here, **Print** your directions just as you would any other document.

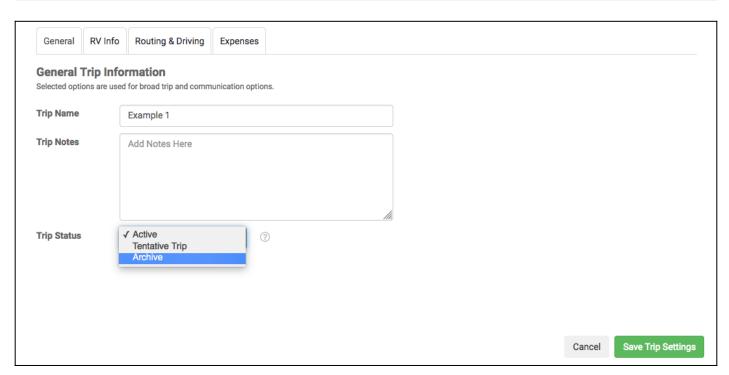
# **Archiving Trips**

The **Archive Trip** function lets you remove your trip from your Open Trip List without deleting trip information in the event you wish to return to it in the future. Some people used this option (along with 'Tentative Trip' which works the same way) to reduce the number of open trips they have to avoid confustion. To **Archive** a trip, click on the

Wrench Icon and select the Trip Settings option.



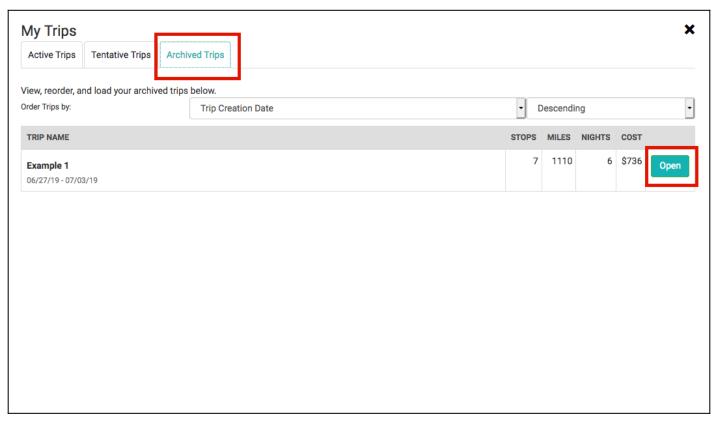
The **Trip Settings** window will reappear. To archive your trip select **Archive** from the drop down menu at the bottom of the screen and click **Save Trip Settings**.



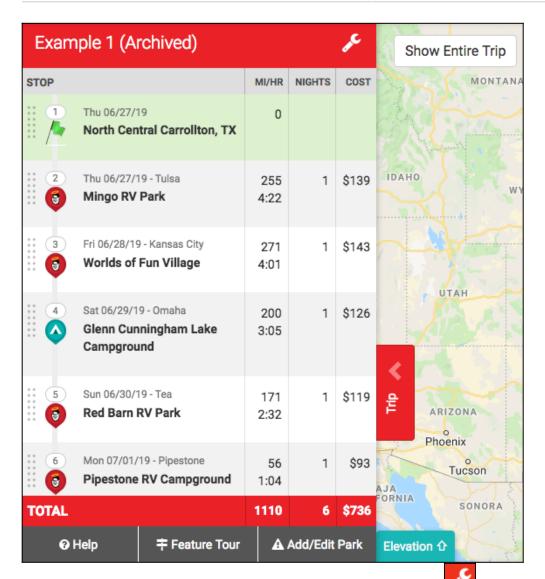
Archived Trips can always be returned to your Open Trip menu at any time. To view an archived trip (or to return it to 'Active' status) start by clicking **Open Trips** in the header.



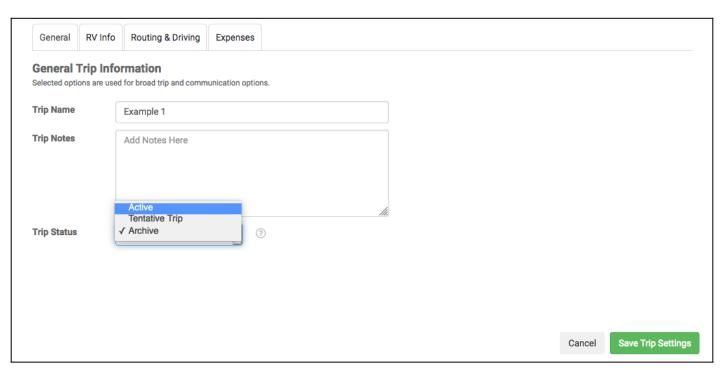
The **Open Trips** window will appear. To locate the archived trip you're looking for select the **Archived Trip** tab from the **Open Trips** window. Then click **Open**.



You'll notice your trip has '(Archived)' written next to the trip name.



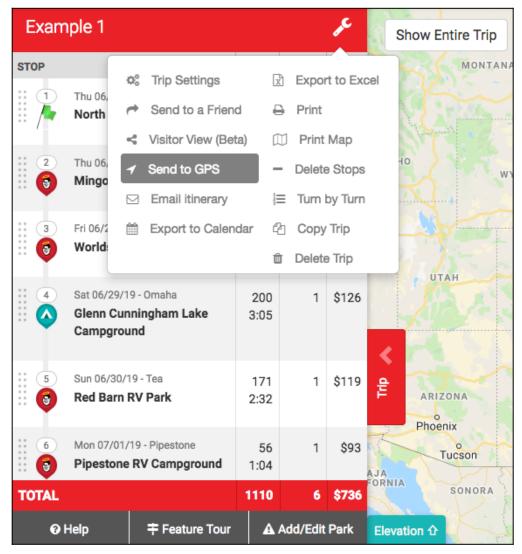
To return it to Active Status, click on the **Wrench** Icon once again followed by the **Trip Settings** option. Repeat the process as the same you would when you first archived your trip, only this time select 'Active' instead.



To complete, click **Save Trip Settings**. The trip will return to your list of Open Trips.

## Export to GPS

RV Trip Wizard works with most GPS devices compatible with the .csv file format. These files are created when your Trip Wizard trip plan is saved. Start by clicking *Trip Tools* (the wrench icon) in the **Trip Area.** Select **Send to GPS** from the list of options in the dropdown menu.



The following popup window will appear (you may have to scroll down with your cursor to view the entire window).

## GPS Download X

### Download GPX

**Download CSV** 

#### Please read the instructions below for your GPS type.

The GPS file exports above are in two file formats. The GPX export can be loaded into Google Maps and many standalone GPS units. The GPX export will export the stops, waypoints, and route selected in RV Trip Wizard. For step by step instructions to import the GPX file to Google Maps see: http://docs.rvtripwizard.com/importing-to-google-maps

The Download CSV option will export a CSV file, this can be loaded into many GPS units, but will not include all the details included in the GPX export. The route between stops may be recalculated by the GPS unit.

Select the file type that you want (GPX or CSV) by clicking on the button above to download the current trip to your computer. We suggest that you create a folder named GPS Trips. And in that folder, create a new folder for each trip you download.

## **GPS Device Selection**

All the GPS devices listed below will accept the .csv file created from your current trip.

When you download the file DO NOT OPEN IT. Let the GPS do that.

#### Garmin

This information applies primarily to Garmin GPS units made since 2005.

Please refer to the help documents here. Here we have provided step by step instructions on exporting your trip from RV Trip Wizard and importing the trip into Garmin units that are capable of receiving imports.

## Rand McNally Dock

The Rand McNally Dock works with the both the Good Sam and Rand McNally RV GPS units.

The Dock sofware is available at http://www.randmcnally.com/support/s/dock-software

After downloading the trip GPS information to your computer, run the Dock software to bring the information into the Rand McNally GPS.

## Microsoft Streets and Trips

Microsoft no longer supports this product.

### Delorme Street Atlas USA Plus

Delorme Street Atlas USA Plus using the 'import data' instructions and importing the data in to an XData dataset.

Once the dataset has been created, the next step is to select the query button in XData. This will cause all of the stopping points to be displayed in the correct order, in the XData field.

Right click on the first entry (XMap ID 1) Select Route > Set as Start

Right click on each succeeding XMap ID Select Route> Add Stop.

**Note:** Always use 'Add Stop' when the starting and ending location are the same place. Once the last point is identified as the end point turn by turn directions will be calculated.

### **TomTom**

TomTom uses a file format called .ov2. You can convert .csv files to .ov2 by following the instructions here.

### Garmin

This information applies primarily to Garmin GPS units made since 2005.

Please refer to the help documents here. Here we have provided step by step instructions on exporting your trip from RV Trip Wizard and importing the trip into Garmin units that are capable of receiving imports.

## Rand McNally Dock

The Rand McNally Dock works with the both the Good Sam and Rand McNally RV GPS units.

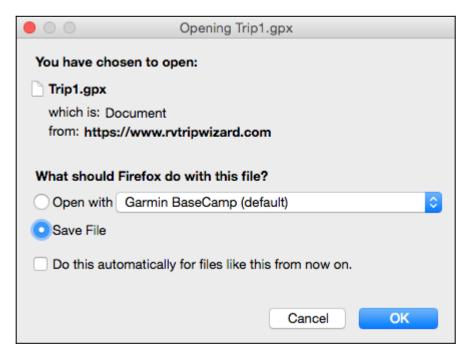
The Dock sofware is available at http://www.randmcnally.com/support/s/dock-software

After downloading the trip GPS information to your computer, run the Dock software to bring the information into the Rand McNally GPS.

## Microsoft Streets and Trips

Microsoft no longer supports this product.

To begin, click the green **Download GPX** button. A pop up window will appear:

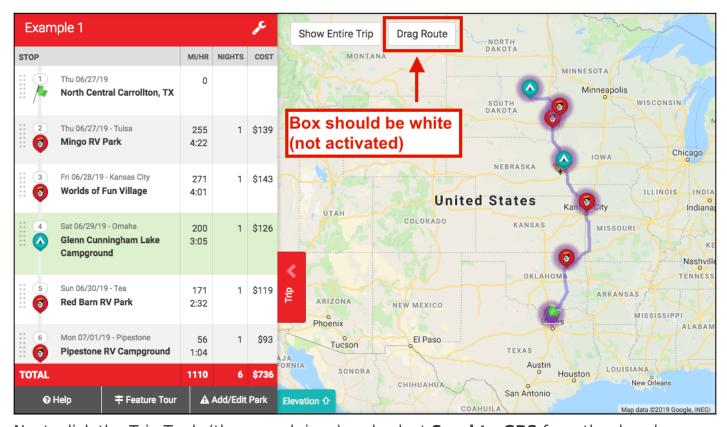


Click **Save**. Your computer will download your trip as a .csv file. Keep in mind your computer settings will determine where the file will be located on your hard drive once it has been downloaded.

Once you download the file, **DO NOT open it**. Follow the manufacturer's instructions listed in the pop-up window to upload your trip file to your GPS device. If you have specific questions, most GPS navigation makers offer help on their website. For information on how to export to Garmin devices, read on.

## **Garmin BaseCamp**

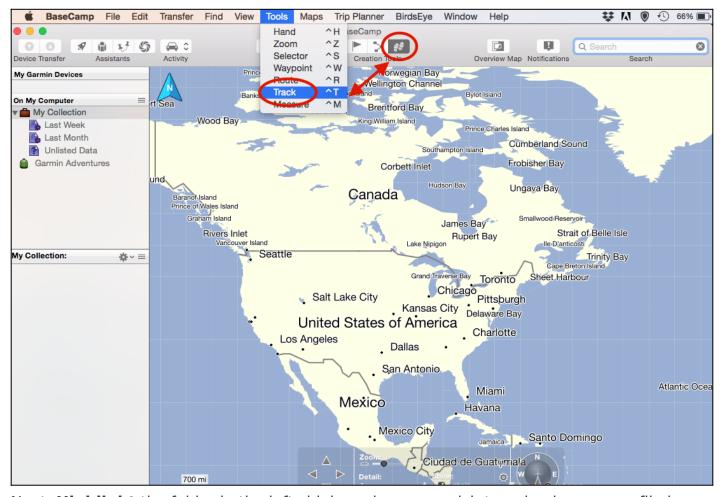
As you have noticed in the course of creating your itinerary, trips in RVTripWizard consist of several stops (or "legs"). When exporting a trip to your computer, the .gpx export filename will be the same as your trip name by default. When you export a trip consisting of multiple legs and import it into Garmin BaseCamp, each individual trip leg will appear as a separate file with the name of the beginning and end points listed as Tracks (not stops). To begin, make sure the **Drag Route** button is set to OFF and you have opened the trip you wish to export.



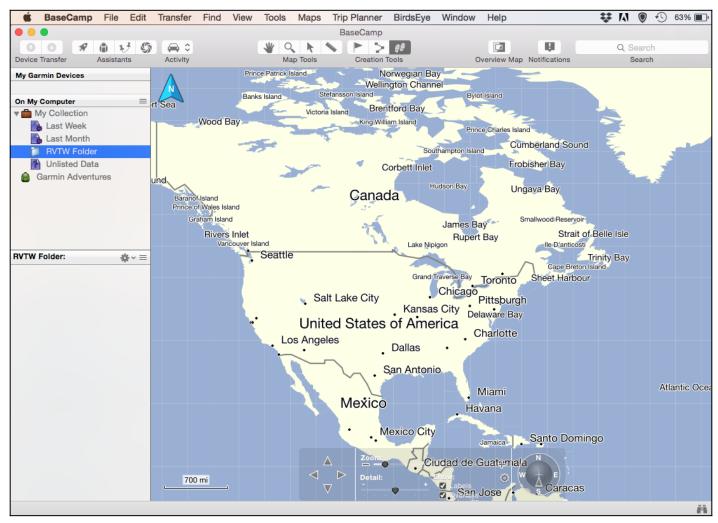
Next, click the *Trip Tools* (the wrench icon) and select **Send to GPS** from the dropdown menu (as shown previously). Click **Download GPX** from the popup window. It may take a few moments for the file to download (typically files will download to the "Downloads" folder, however some users may have their computers configured differently and files may appear elsewhere).

## **Open BaseCamp**

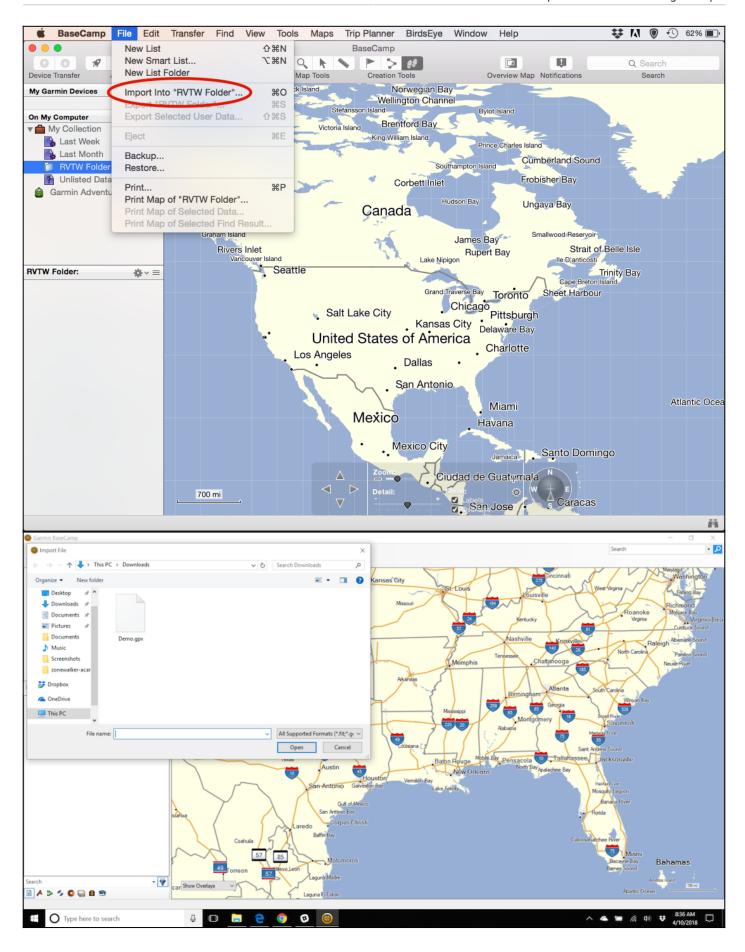
Once you have opened BaseCamp, click **Tools > Track** from the top menu, as stops/legs will transfer as legs, not routes. You can also click the **Footprints** button in the header to "show tracks" (see pic below).



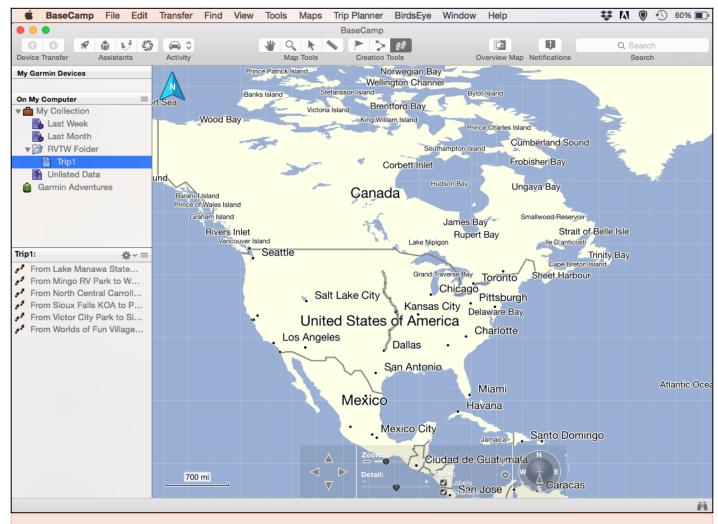
Next, **Highlight** the folder in the left sidebar where you wish to upload your .gpx file by clicking on it. In the example below, I have creatd a folder called **RVTW Folder** inside **My Collection** (to do this click **File** in the drop down menu and select **New List Folder**. The unnamed file will appear and you will be asked to name it).



With the folder you wish to use highlighted, click **File > Import** from the top heading and select the .gpx file you previously downloaded from RVTripWizard.

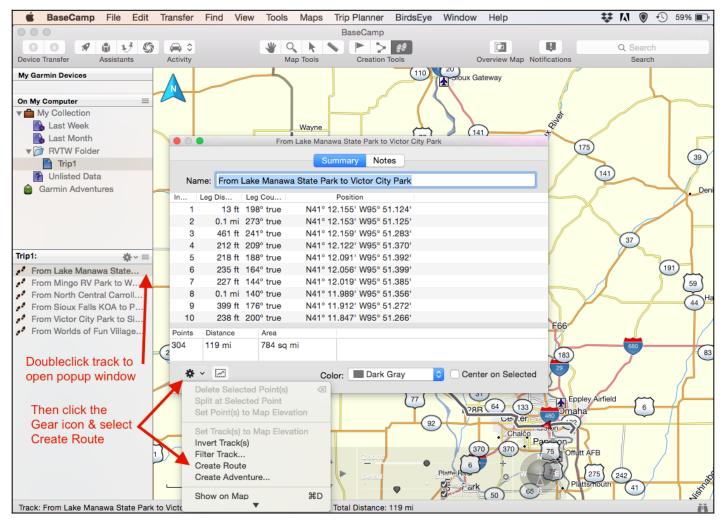


A file window will appear. Search for the .gpx file you previously downloaded. It should be named [YourTripName].gpx. Most times, these files will be downloaded to a folder called **Downloads**. However, some computers may be configured differently. Once you have located your file, click **Import**. Each track will appear in the lower left sidebar.

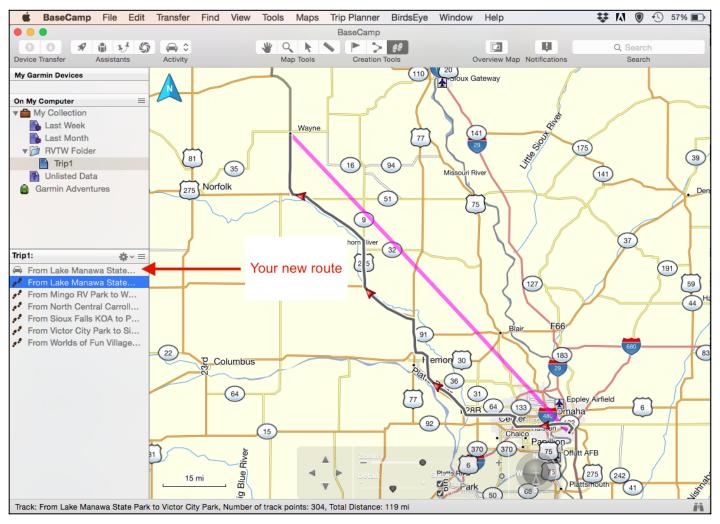


Tracks do not appear in the same order you created them in your RVTripWizard itinerary, but rather alphabetically. Each track will display a starting point (From...) and end point (To...) to denote where you will be traveling for that particular segment.

Now we must convert each track to a route before it can be transferred to your GPS device. Doubleclick on the first track. A popup window will appear. Click the **Gear icon** aas shown below, then **Create Route** to convert it to a route.



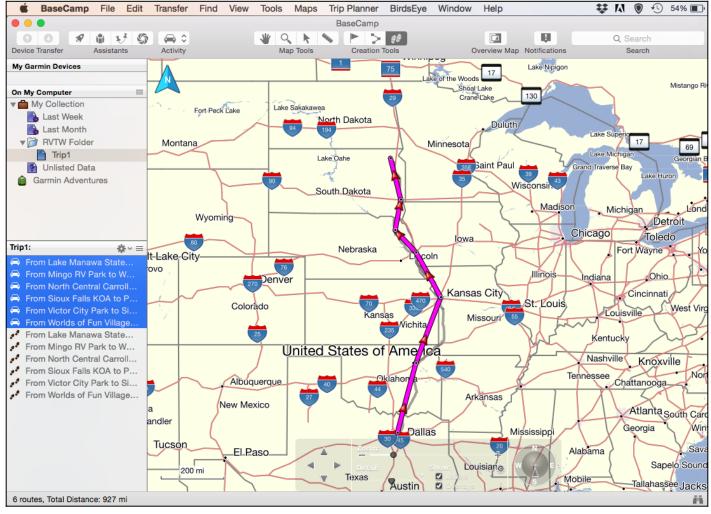
You'll notice that your route has been copied and replaced with a Driving Car icon instead of a Footprints icon:



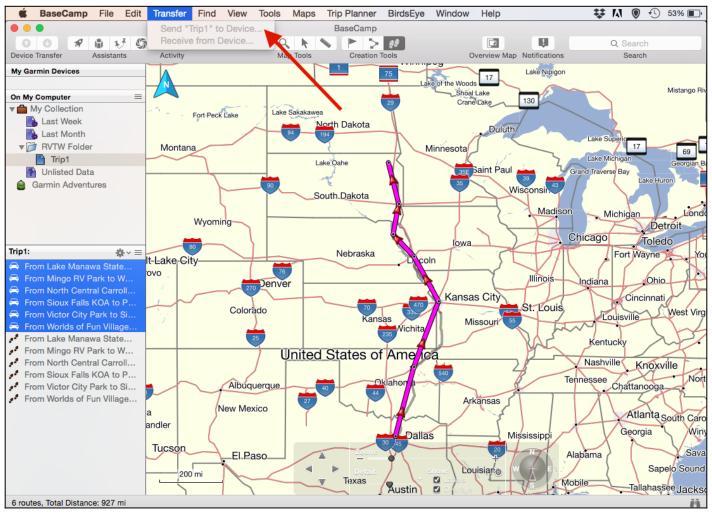
Repeat this process for the remainder of your tracks until you are done and proceed to the next step below.

#### **Exporting your Completed .gpx File to a Garmin GPS**

The first step is to make sure your Garmin GPS is connected to your computer. Once you have connected your device, highlight the routes you wish to export (you may have to do this individually). Arrows on the map will show direction of travel.



Click **Transfer** > **Send** [TripName] **to Device** in the top menu.



If you have a memory card in your GPS, select where you would like the trip to be saved.

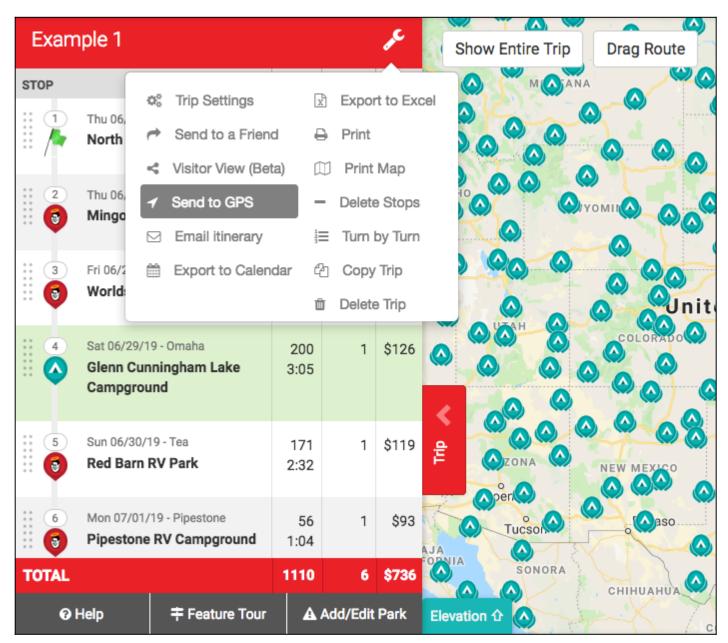
Press **OK**. On your GPS, select "**Where To?**". Select the **Trip Planner** icon. Give the GPS a moment to load your newly created route. Once the route is displayed select it.\*

\*If you see a note explaining how to edit, disregard and press OK.

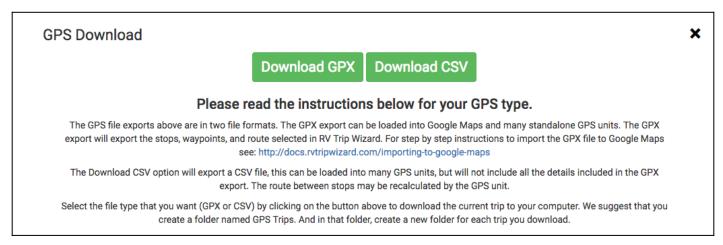
The route will display with a start and a destination. Ignore this and press **GO**. A screen will display with two choices to select the next destination. Press **OK** and a screen will display with the route shown as created in Trip Wizard. Press **Start** to begin navigation.

# Importing Your Trip Map to Google Maps

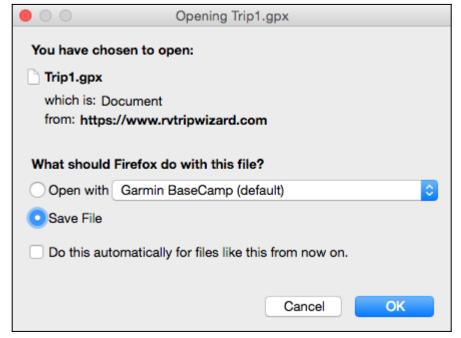
Once you have entered all your stops and completed your trip, click the *Trip Tools* button (the wrench icon) and choose **Send to GPS**.



A popup window will appear like this:



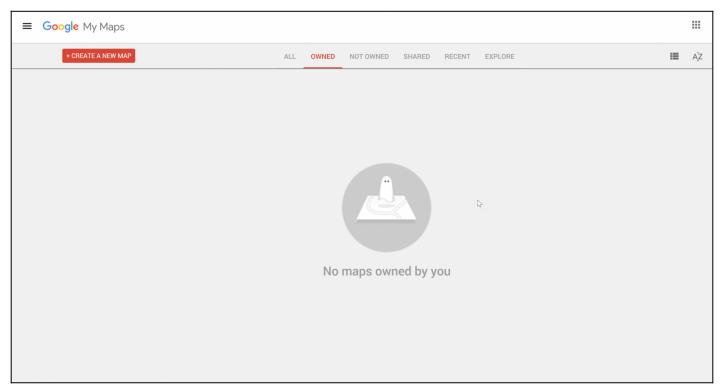
#### Click the Green **Download GPX** button. A pop up window will appear:



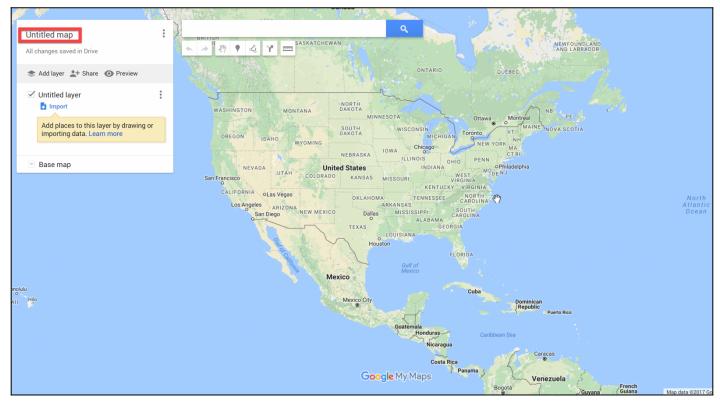
Click **Save**. Your computer will download your trip as a **.gpx** file. Keep in mind your computer settings will determine where the file will be located on your hard drive once it has been downloaded. Next, go to <a href="www.google.com/mymaps">www.google.com/mymaps</a>. If you are not already signed into Google, you will be asked to sign into your account. If you don't have a Google account, you will need to create one in order to proceed. Once you have signed in, click the red **Create a New Map** button.



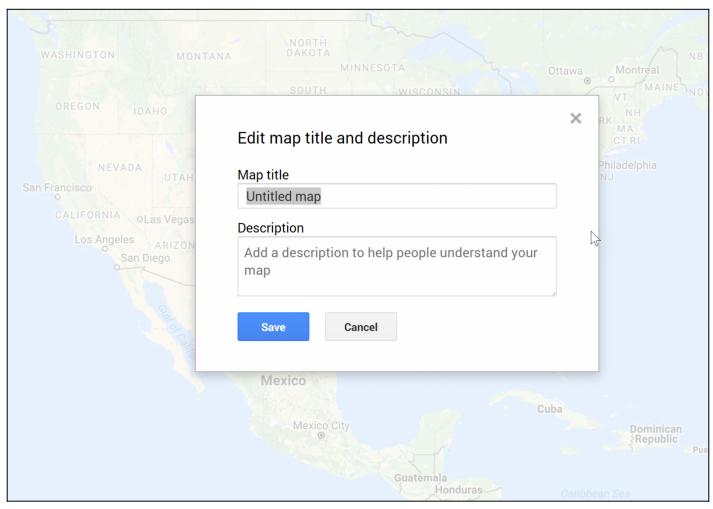
WARNING: Google does not allow for importation of GPX into Google Maps directly from a mobile device. To ensure your map is accessible for use with your mobile device, download the file to your computer and import it into your Google Maps account. It will then sync with your the rest of your devices.



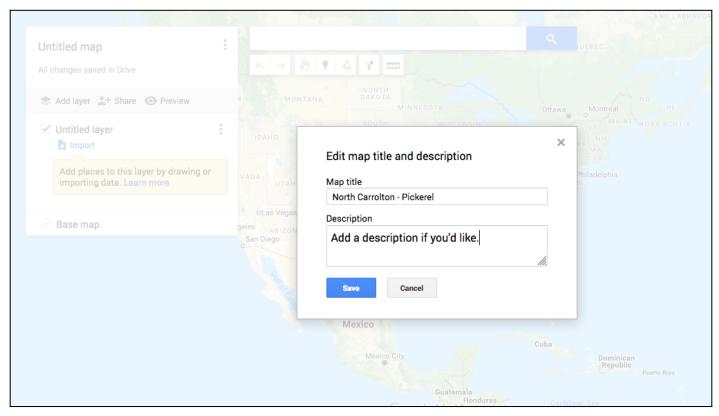
A blank map will appear. To make your map easier to find later, let's give it a name by clicking in the upper left where it says *Untitled Map*.



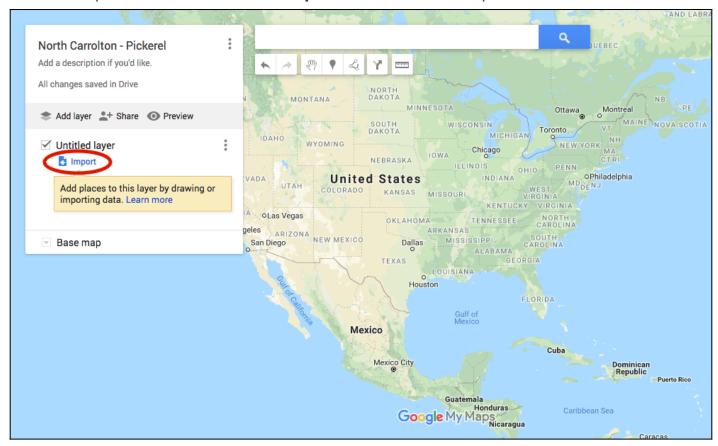
A popup will appear:



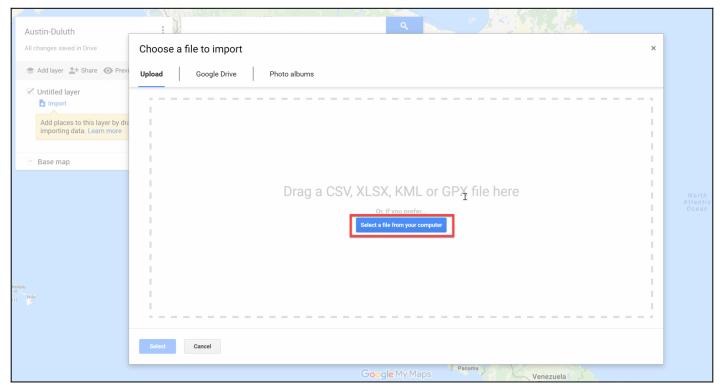
In this example, we're planning a trip from North Carrolton, TX to Pickerel State Rec Area in Minnesota so we'll call our map "North Carrolton – Pickerel." You can also add additional information under Description, if needed. Click **Save** to update the name.



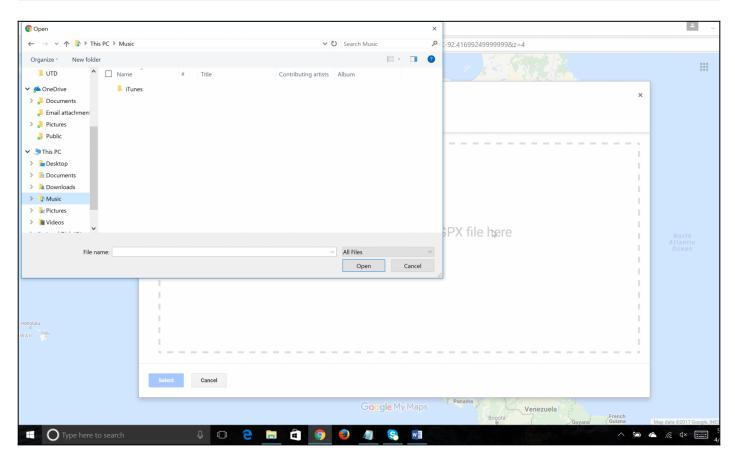
Now that our map has a name, we're ready to import the information we downloaded from *RV Trip Wizard*. Click the blue **Import** link under the map name.



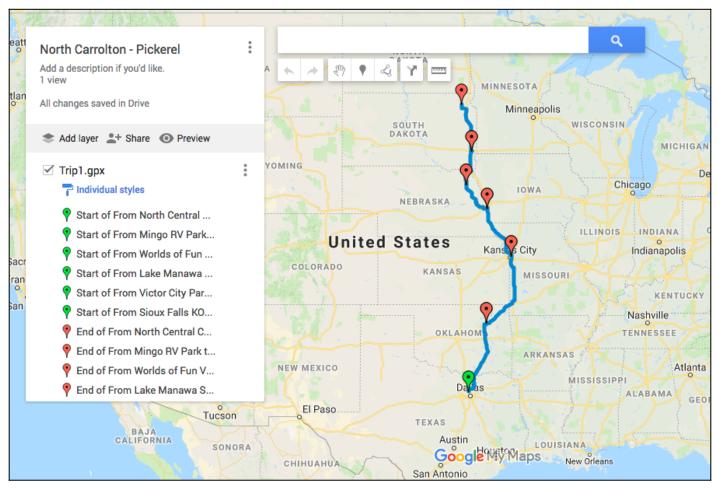




Click the blue button in the middle of the window labeled **Select a file from your computer**. In the window that pops up, find the file you exported from *RV Trip Wizard* and double-click it. **Keep in mind you computer settings will determine where the downloaded file will be located on your hard drive.** Remember, it should be named [name of your trip in RV Trip Wizard].gpx.



Double-click on the file to upload. This may take a few moments, depending on the number of stops in your trip (30-60 seconds, maybe longer). Once the file has finished uploading, your trip will appear on the map complete with all your stops.



You are now ready to access your trip map on your mobile device.

For additional details on how to access your map on an iPhone, click here.

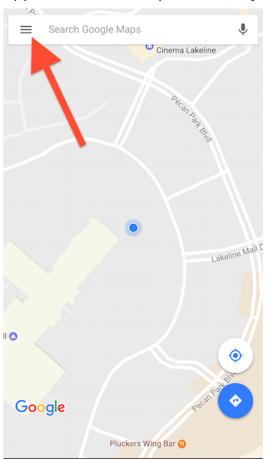
For additional details on how to access your map on an Android device, click here.

# Accessing Your Trip Map on an iPhone

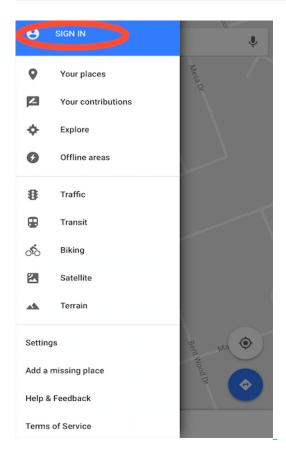
This article assumes you have already imported your trip map into Google Maps. **This must be done on a computer**. For details on that process, please see <u>Importing your trip map to Google Maps</u>.

To begin, open the **Google Maps app** on your iPhone. If you don't already have the Google Maps app downloaded and installed to your iPhone, visit the App Store on your device.

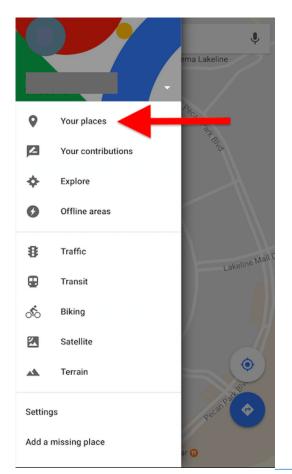
Confirm that you are logged into your Google account by tapping the *Menu* icon in the upper left corner, represented by three horizontal lines.

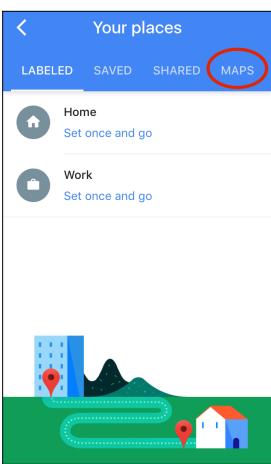


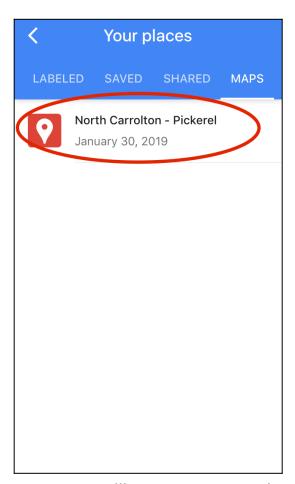
If you are not already signed in, tap Sign In to sign in to your account.



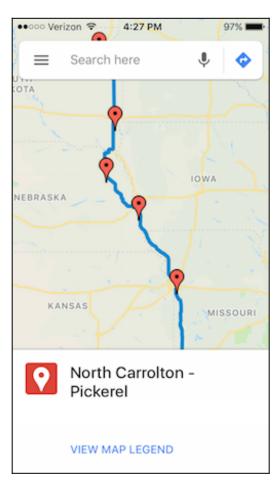
Once you have signed in, access your trip map by tapping *Your Places*. Tap the **Map** tab and select your trip.



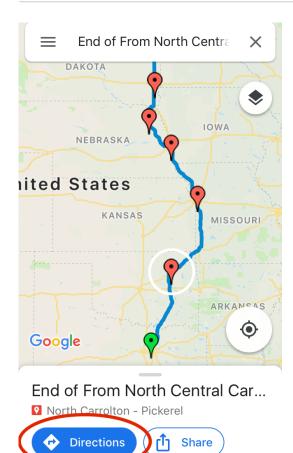




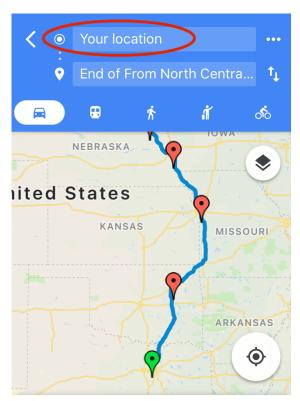
Your map will appear. You may have to adjust the map using your finger to find your starting point. As you can see, each trip stop will be marked with a pin.



Once you're ready to begin your trip, simply tap your first stop and then tap **Directions**.



Depending on your phone settings, your current location may be automatically listed as your starting point (**We recommend turning on Location Services in the iPhone's Settings**). If not (or if you'd rather use a different starting point), tap that field to enter a starting point manually. Once you are finished, tap **Start** to begin your journey.



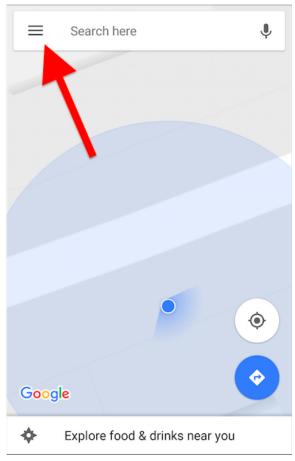
Repeat this process for each leg of your trip, tapping the next stop and adjusting your new starting location as necessary. To drag your route, long-tap the screen.

# Accessing Your Trip Map on an Android Device

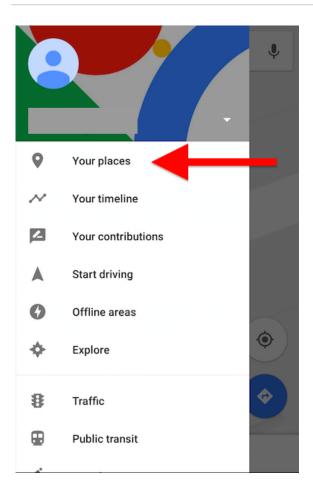
This article assumes you have already imported your trip map into Google Maps. **This must be done on a computer.** For details on that process, please see <u>Importing your</u>

<u>trip map to Google Maps.</u>

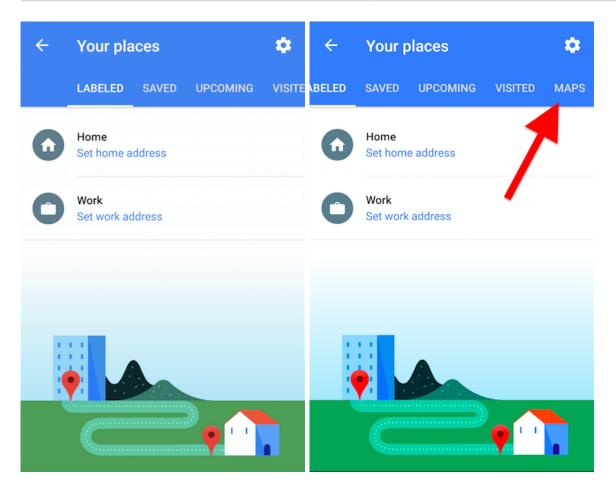
Open the **Google Maps app** on your Android device. If you don't already have the Google Maps app downloaded to your Android phone, visit the Google Play Store on your device. Once you have opened the Google Maps app, confirm that you are logged into your Google account by tapping the *Menu* icon in the upper left corner, represented by three horizontal lines.



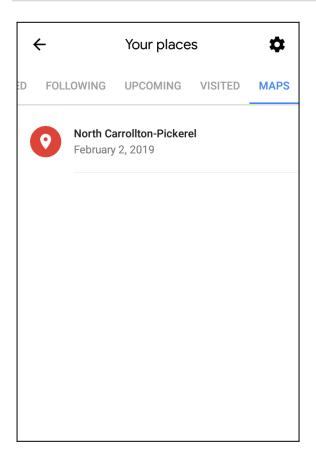
Tap the *Menu* icon in the upper left corner, then tap *Your Places*.



The *Your Places* menu will open to the *Labeled* section. If you've entered them into the app, you'll see your home and work address here. Use your finger to scroll all the way to the right to find the *Maps* section.



Tap Maps and find your imported map. Tap it to open.

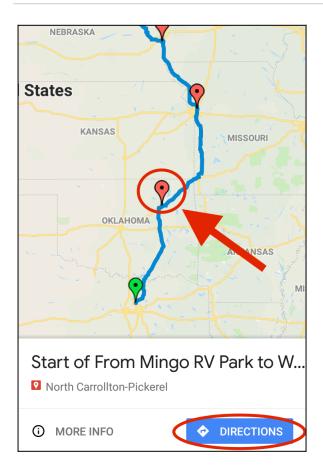


You'll be taken to an overview of your map. You may have to zoom in to view your trip stops.

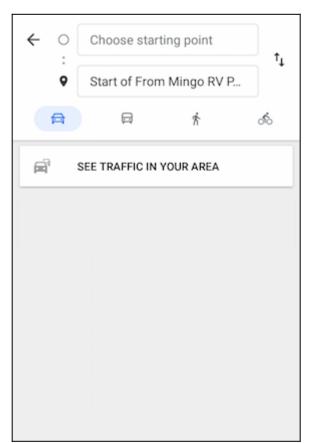


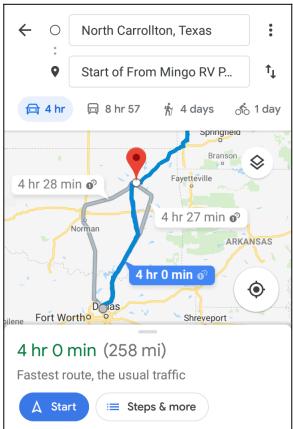


Once you're ready to set off on your trip, simply tap your first stop and then tap the blue Directions button in the bottom right.



Depending on your phone settings, your current location may be automatically listed as your starting point. If not (or if you'd rather use a different starting point), tap that field to enter a starting point manually. Tapping the blue Start button in the bottom right will begin your turn-by-turn GPS directions.



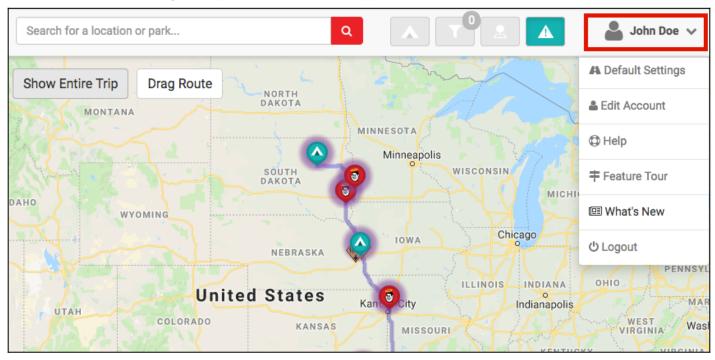


Repeat this process for each leg of your trip, tapping the next stop and adjusting your new starting location as necessary. To drag your route, long-tap the screen.

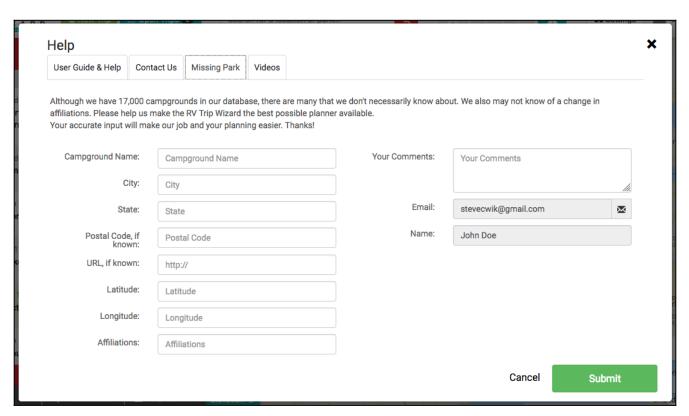
## **Account Settings**

Click on the your name with the down arrow to activate your Account Settings.

The **Account Settings** dropdown menu will appear.



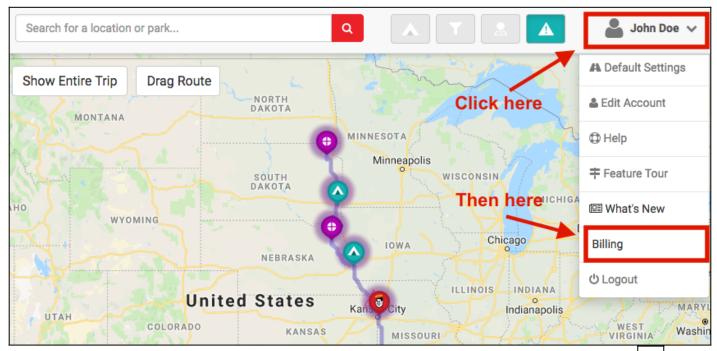
- **Default Settings** will take you to your Trip Settings Menu (RV Info, Routing & Driving, Expenses, etc.).
- **Edit Account** lets you edit the information we have on file about you (Personal Details you've entered, how we communicate with you, allows you to change your password). You can also see when your membership will expire/renew.
- **Help** allows you to access the User Guide and Video Tutorials. You can also find out how to contact us and inform us of any missing park information.



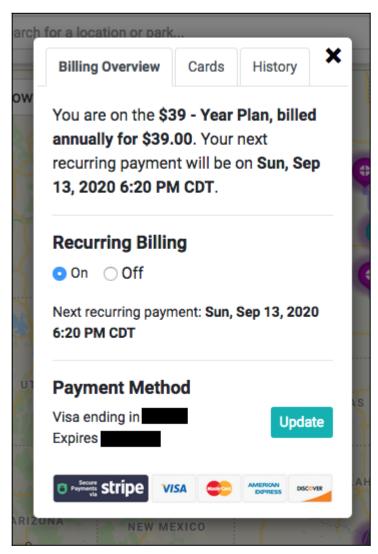
- Feature Tour is discussed in greater detail <a href="here">here</a>.
- What's New is discussed in greater detail here.
- Logout will log you out of the site.

## Billing and Renewal Information

RV Trip Wizard now gives you the option to set up recurring payments to avoid any lapses in your subscription while planning and traveling. To locate your billing information, click on your name in the upper right corner and click Billing from the dropdown menu.

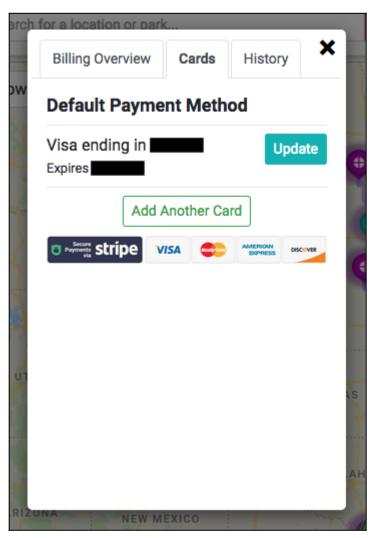


The Billing Window will appear as shown. You can exit at any time by clicking the the upper right.

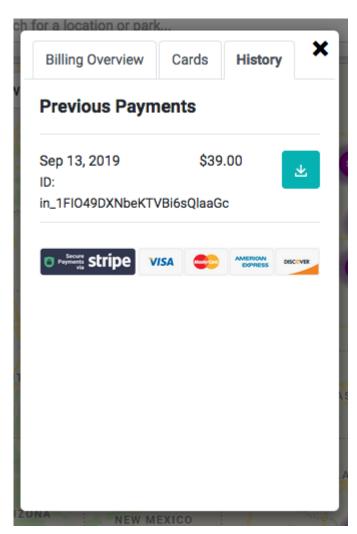


You'll notice three tabs: Billing Overview, Cards and History.

- Billing Overview (shown above): Here you'll find all your necessary billing information, including the type of plan you are enrolled in, when your next payment is due, and whether you have activated Recurring Billing (on or off). To avoid any lapses in your subscription, be sure to turn Recurring Billing On. Naturally, you are free to change this at any time. You can also update your Payment Method by clicking the Update button.
- Cards (shown below): This shows any cards you have saved with RV Trip Wizard. To update an existing card, click the Update button. If you wish to add a new card, click Add Another Card.



• History (shown below): History allows you to keep track of your previous payments. If you wish to download an invoice for your records tab the Download button ...



To exit billing and return to the main RV Trip Wizard simply click the in the upper right corner of the Billing window.

### FAQ

How much does RV Trip Wizard cost?

What makes this service different from that of Good Sam, Passport America and others?

Why are other services so confusing?

What makes RV Trip Wizard different from other services?

What if I have a membership in a campground association?

What if I have several memberships?

What about campgrounds I am not affiliated with? Can I choose one of those?

How many campgrounds am I limited to on a trip?

Can I change the order of my stops or delete one?

Can I note how many nights I want to stay at a campground?

What if I want to go to some point that is not shown as a campground, like my kid's house?

If it is just a day trip, can I return to the campground in the evening?

What about the cost of my trip?

Can I save a trip and come back later?

Can I create more than one trip?

What do we do about updates?

Is the RV Trip Wizard limited to the United States?

What other stops do you show?

Does RV Trip Wizard help me navigate the trip I created?

Can I export from RV Trip Wizard to Google Maps for directions?

Will I have difficulty learning to use RV Trip Wizard?

Where do I download RV Trip Wizard?

#### How many devices can I use?

What is needed to run RV Trip Wizard in my web browser?

I am using a Mac. Why can't I scroll in the trip area?

I'm using Turn by Turn directions, but the estimated travel time is off. Why is that?

How can I find out how far a campground or Point of Interest (POI) is from my last stop?

I'm creating a trip, but would like to avoid routes that include ferries. How do I do that?

#### How much does RV Trip Wizard cost?

**\$39.00 US** for a full year of usage. An unconditional 30 day full refund is available if you're not 100% happy.

## What makes this service different from that of Good Sam, Passport America, and others?

Many users find it difficult to look up some parks in those sites, and find it very difficult to create a useful trip plan. RV Trip Wizard is designed to be straightforward, easy to use, and up to date.

#### Why are other services so confusing?

Their information is often not comprehensive and focuses on campgrounds affiliated with their network.

#### What makes RV Trip Wizard different from other services?

We show all campgrounds, regardless of affiliation, in our database and let you choose from any of them.

#### What if I have a membership in a campground association?

That's great! You'll enter that information in your **Preferences** file. We display the icon of your membership to help you select a campground, like this: instead of this:

So if I am a Good Sam member, you show that icon on all Good Sam campgrounds? Yes.

#### What if I have several memberships?

In your **Default Settings**, you can prioritize which parks are more important to you. Then the highest priority icon will show for a given park even if that campground is affiliated with several of your memberships. That way you can get the best discounts! If you have Passport America and Good Sam, you'd rank Passport first since you get a 50% discount versus 10% for Good Sam.

What about campgrounds I am not affiliated with? Can I choose one of those?

Those parks are shown with a generic tent icon. Of course, and remember that you can just view the information displayed, or select the campground to be added to your itinerary.

#### How many campgrounds am I limited to on a trip?

The number of campgrounds is unlimited. You can add as many campgrounds as you want to a single trip.

#### Can I change the order of my stops or delete one?

Yes. You can rearrange the order of your stops by simply dragging a stop to another position in your list of stops. You delete a stop by editing the stop you wish to delete.

### Can I note how many nights I want to stay at a campground? Yes.

### What if I want to go to some point that is not shown as a campground, like my kid's house?

You can do that. The route will change to go to your destination, assign a POI marker, and you can specify how many nights you will be with them.

#### If it is just a day trip, can I return to the campground in the evening?

Yes, that situation is addressed as well, just enter 0 for the number of nights.

#### What about the cost of my trip?

We make a good estimate based on the information in your **Preference** file, including fuel cost based on your rig's mileage, camping, meal, and miscellaneous costs. We show the estimated cost for each leg of your trip, and the total. And, you can update the actual costs as the trip progresses.

#### Can I save a trip and come back later?

Yes, and that is a feature that is unique to RV Trip Wizard.

#### Can I create more than one trip?

Yes, you can create as many as you like.

#### Is the RV Trip Wizard limited to the United States?

We also have many Canadian parks as well.

#### What other stops do you show?

Fuel stops, Walmarts, Sam's Club, Casinos, rest stops (including rest stops with dump stations) and more. Those big box stores that permit overnight parking are also shown. And, there are some 8,000+ pet hospitals listed. Play golf? We have over 16,000 courses to choose from. We even show bike trails you can use at a campground.

#### What do we do about updates?

This is one of the advantages of RV Trip Wizard being web-based no software to load and no updates are required. Plus, access is available from a wide array of devices. We

are constantly updating our database and adding new parks. Your help is appreciated.

#### Does RV Trip Wizard help me navigate the trip I created?

RV Trip Wizard offers you the ability to download a trip into your GPS, all included in the same price, of course. It also allows you to print a trip summary that contains contact information for all your stops, mileage between stops and overall trip mileage, as well as trip cost estimates and GPS coordinates.

#### Can I export from RV Trip Wizard to Google Maps for directions?

Yes, we offer a downloadable file that works with Google Maps. Simply choose the Google Maps Format when given the choice. <u>View Detailed Instructions</u>.

#### Will I have difficulty learning to use RV Trip Wizard?

Our users find the Wizard to be very easy to use. There is a step-by-step set of instructions in the User's Guide, which you should read through. There is also an online Tutorial. And of course, we encourage you to contact us if you want to offer suggestions, or ask questions. Remember, we're RVers too. We want your experience with RV Trip Wizard to be something you rave about.

#### Where do I download RV Trip Wizard?

RV Trip Wizard is a web-based application so there's no downloading, however an internet connection is required. Simply enter <a href="https://www.rvtripwizard.com">www.rvtripwizard.com</a> into the web browser address bar on your computer, smartphone or tablet and you're all set.

#### How many devices can I use?

RV Trip Wizard is licensed on a per user basis, so there's no additional charge for use on multiple devices (laptop, iPhone, iPad, etc.). A modern web browser and internet connection is required.

#### What is needed to run RV Trip Wizard in my web browser?

Javascript is required. Having a relatively modern browser will give you the best experience. We support the latest versions of Chrome, Firefox, Safari and Edge.

#### I am using a Mac. Why can't I scroll in the trip area?

The scroll bars will appear when you start scrolling. Use two fingers on your Magic trackpad or one finger on your Magic Mouse to start scrolling. Please make sure to have your mouse over the trip area when attempting to scroll. In addition in more recent Apple/Mac operating systems the scrollbars are hidden from view by default, making them invisible. For a step-by-step guide on how to make them visible, visit Always Show

Scroll Bars in Mac OS X. Here is another article explaining how scroll bars work on a Mac: NY Times Article on Scroll Bars in Mac OS.

#### I'm using Turn by Turn directions, but the estimated travel time is off. Why is that?

The travel information in the **Turn by Turn** navigation is based on posted speed limits, not on the information you added to the *Driving* tab under **Trip Preferences**. So if the speed limit on the Interstate is 65 mph, but you're traveling at 50 mph, it will take longer than the estimated travel time. **Turn by Turn** navigation also does not account for traffic or delays due to construction.

#### How can I find out how far a campground or Point of Interest is from my last stop?

When you hover your mouse over a possible stop/campground, a small popup window will appear with the name of the location as well as a box containing the mileage from your previous stop. Keep in mind, mileage is calculated based on available driving routes and not "as the crow flies."

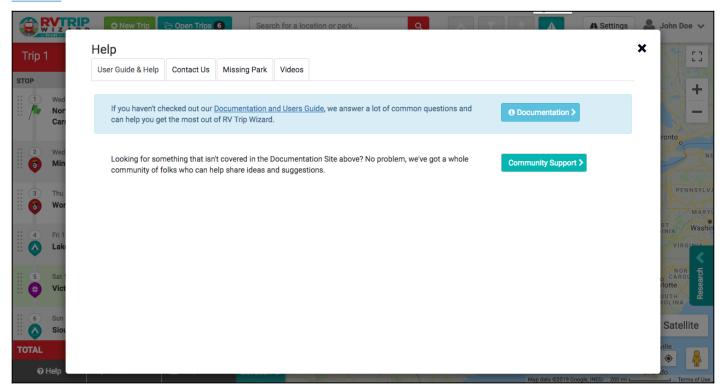
#### I'm creating a trip, but would like to avoid any routes that include ferries.

#### How do I do that?

Open Trip Preferences (click the Gear icon in the header) and click on the Routing Tab. Checking 'Yes' under "Avoid Toll Roads" ensures RV Trip Wizard chooses routes that do not include ferries (or toll roads).

## Help & Support

You can download a full copy of the user guide by clicking on this link: <u>Download User</u> Guide.



Clicking **Help** in Account Settings (it can also be found at the bottom of the **Trip Area**) will open a new window that contains a handful of tabs and options to choose from:

- User Guide and & Help Documentation takes you to the RV Trip Wizard Users
  Guide (which you're reading right now!). Community Support will redirect you to an
  online forum where RV owners and users can ask questions and get answers on RV Trip
  Wizard topics.
- **Contact Us** Ask a question or add a comment. We'll get back to you as soon as we can.
- Missing Park Although we have over 17 thousand campgrounds in our database,
  there are many more we don't know about. We also may not know if there has been a
  change in affiliations. Please help us make RV Trip Wizard the best possible planner
  available by completing this form. All we need is the name, city, and, if you know it, the

website address. We'll get it added to the database as soon as possible.

• **Video Tutorials** - These videos illustrate many of the major functions found in RV Trip Wizard.