Transportation Entries

Transportation Entries

Purpose and when to use this record

Record an actual transport movement, its route, vehicle, personnel, timing, mileage, and completion state.

At a glance

- **Identify it by: Date**, and **Label**.
- **Check its business context: Transporter**, **Vehicle**, **Destination**, and **Class**.
- **Why care:** Use the agency’s approved terminology and access policy. Preserve dates, responsible personnel, case links, and audit history because these records may support official reporting or custody review.

Before you begin

You need the Brisk permission for the action you are taking on transportation entries. If a Create, Edit, or Delete control is absent, do not work around it with another user’s account; ask an administrator to review your role.

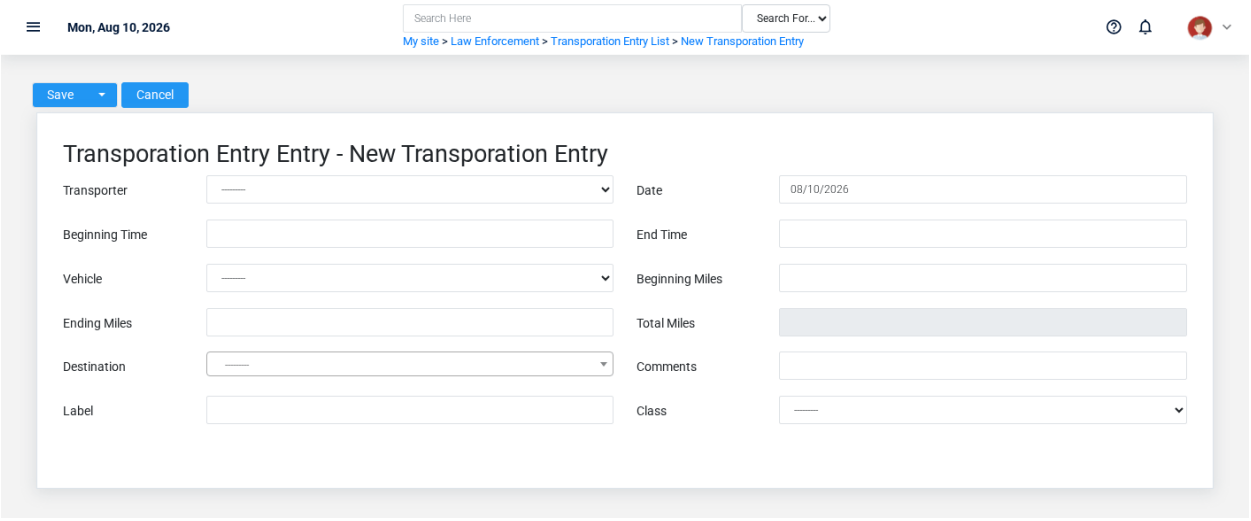
Have valid **Transporter** records ready first. Those selections determine where this Transporation Entry belongs and which later screens can find it.

Find and review transportation entries

Use the Transportation Entries list to find the correct record before opening or changing it. Compare **Date**. Records with similar names or numbers can still belong to different **Transporter**, **Vehicle**, **Destination**, and **Class**.

Open the Transporation Entry whose **Date** match the task. If it is missing, clear the list filters and recheck the identifying information shown on the screen rather than creating a replacement immediately.

Create a Transporation Entry



The Transportation Entries create screen in the Brisk documentation demo.

Create a Transporation Entry only after confirming that the source document or operational event has not already been entered.

1. Select the business context first: **Transporter**, **Vehicle**, **Destination**, and **Class**.
2. Enter the required identifying and operational values: **Transporter**, and **Date**.
3. Review **Beginning Time**, **End Time**, **Beginning Miles**, **Ending Miles**, **Total Miles**, and **Comments**, plus the remaining screen fields against the source document or approved setup decision.
4. Save the Transporation Entry, then confirm **Date**, and **Label** on its detail page before continuing.

After saving: Verify **Transporter**, **Vehicle**, **Destination**, and **Class** on the detail page, then continue the law enforcement workflow only when those values agree with the source document and actual work performed.

Delete a Transporation Entry

Delete this Transporation Entry only when it was entered by mistake and no downstream history depends on it. Use a reversal, void, credit, counter-adjustment, or status correction for a real event that later changed.

Before confirming, check for related **Transportation Checkpoints**, and **Transportation Route Audits**. Brisk may refuse deletion when another record depends on this one; resolve the duplicate

or use the supported correction workflow instead of breaking the trail.

On the confirmation page, verify **Date**, and **Label**. After confirmation, return to the Transportation Entries list and make sure only the intended Transporation Entry was removed.

Review Transporation Entry details

Use the detail page as the shared record of what this Transporation Entry currently means. Verify **Date**, and **Total Miles** before relying on it for a decision.

Follow **Transporter**, **Vehicle**, **Destination**, and **Class** to determine whether the issue is on this Transporation Entry or on one of those linked records.

Next check: Verify **Transporter**, **Vehicle**, **Destination**, and **Class** on the detail page, then continue the law enforcement workflow only when those values agree with the source document and actual work performed.

Edit an existing Transporation Entry

Edit this Transporation Entry to correct or complete the same source document or operational event; use the supported reversal or follow-up workflow when the business event itself changed.

1. Open the detail page. Compare **Transporter**, **Vehicle**, **Destination**, and **Class** with the supporting document or approved request.
2. Recheck **Date**, and **Total Miles**. These values are most likely to change case history, custody, dispatch, official reporting, or audit review.
3. Save the change, return to the list, and confirm that the Transporation Entry now appears under the expected **Date**, and **Label**.

After the change: Verify **Transporter**, **Vehicle**, **Destination**, and **Class** on the detail page, then continue the law enforcement workflow only when those values agree with the source document and actual work performed.

Fields and business rules

Brisk stores 12 user-relevant fields for this Transporation Entry, including 4 linked-record selections and 0 controlled-choice fields. Create and edit screens may hide calculated or workflow-managed values from this full reference.

Field	Required	What it controls

Transporter	Yes	Sets the transporter for this transportation entry.
Date	Yes	The calendar date of this transportation record.
Beginning Time	No	The beginning time recorded for this transportation entry.
End Time	No	The end time recorded for this transportation entry.
Vehicle	No	Records the vehicle that the transporter used.
Beginning Miles	No	Records the mileage of the vehicle at the beginning of the trip.
Ending Miles	No	Records the mileage of the vehicle at the end of the trip.
Total Miles	No	Records the difference between the beginning and ending mileage.
Destination	No	Use this field to record the starting point and destination.
Comments	No	Use this field to store any additional information about the transportation record.
Label	No	Optionally set a label for this transportation entry.
Class	No	Optionally classify this transportation entry.

What happens next

Verify **Transporter**, **Vehicle**, **Destination**, and **Class** on the detail page, then continue the law enforcement workflow only when those values agree with the source document and actual work performed.

Common mistakes and troubleshooting

- **The record will not save:** Recheck **Transporter**, and **Date** and any message beside the field. A required related record may also be inactive or unavailable to your role.
- **The values look right but the result is wrong:** Open **Transporter**, **Vehicle**, **Destination**, and **Class** from the detail page. Correct the specific relationship that is wrong instead of forcing a total or status to compensate for it.

Revision #3
Created 2026-08-10 16:08:38 UTC by Brisk

Updated 2026-08-10 20:27:24 UTC by Brisk