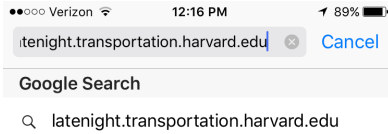


Harvard Evening Van Service User Guide

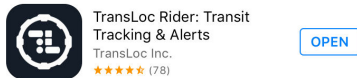
Step 1:

Type eveningvan.transportation.harvard.edu into any web browser on any device or scan the QR code below



OR

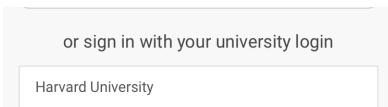
1. Download the "Rider" app.



2. Open the app, click the Blue Rider Icon.

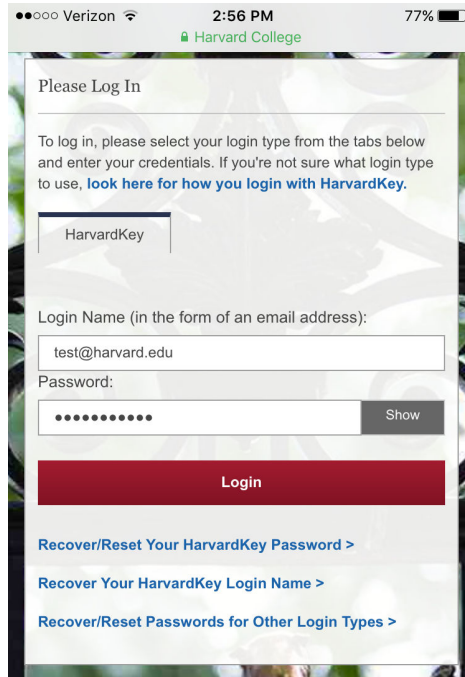


3. A browser window will open, scroll down and choose Harvard University.



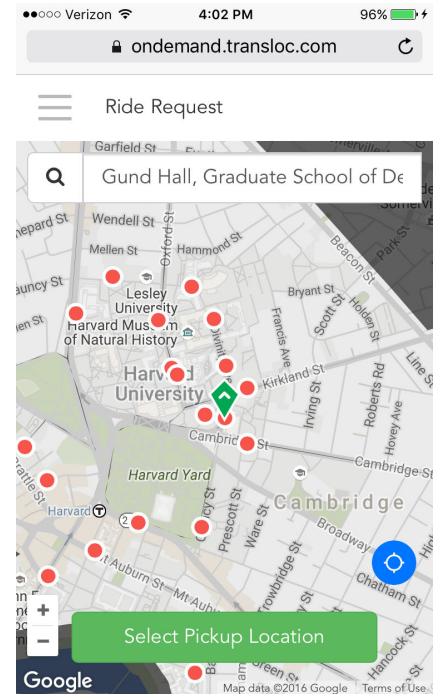
Step 2:

Log in via your Harvard Key. **First time users** will need to enter a username and cell phone, then select create account.



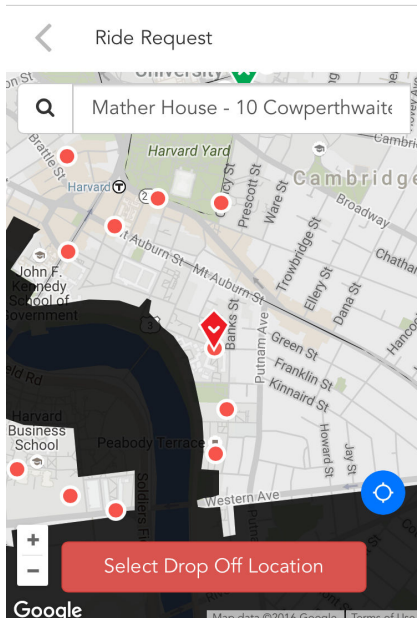
Step 3:

Select pickup location on the map or use the search bar. Red dots are key addresses



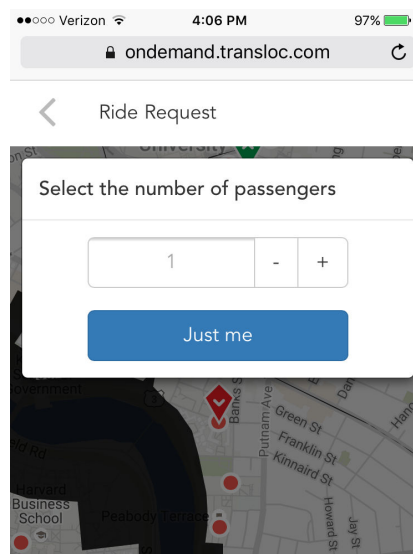
Step 4:

Select drop off location via map or search bar



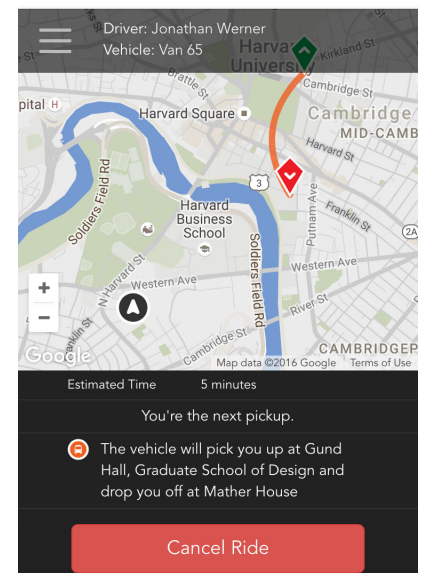
Step 5:

Select # of passengers going to the same drop off location. If group members are going to different drop off locations, they need to book separately.



Step 6:

click **Confirm Trip**, look for the txt when the van is on its way! You also have the option to cancel a ride on this screen.



How do I know when the van is coming?

Contact us:

617-495-0400
shuttle@harvard.edu
transportation.harvard.edu/

The system will send you an SMS when:

1. You are the next pickup, please be ready
2. Van arrives at your location

You can also track the van on the screen after you click **Confirm Trip**, look for the black & white arrow.

