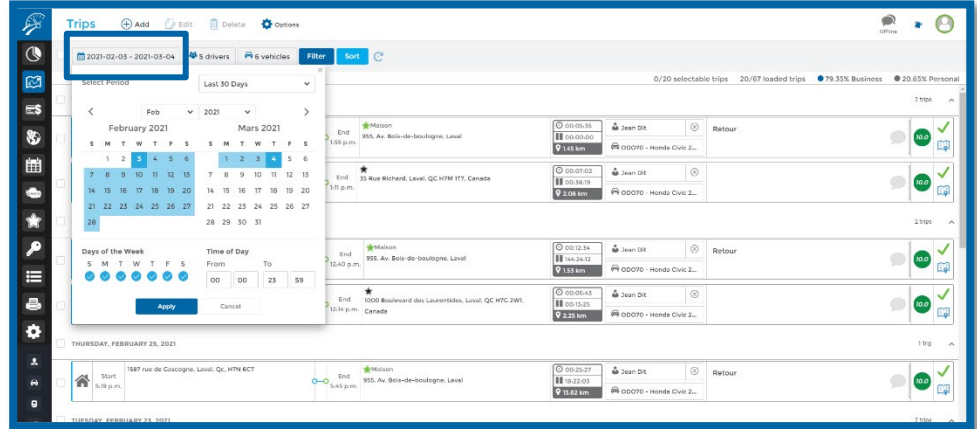


When you access the Trips Module, the system will display by default the trips of the last 30 days.

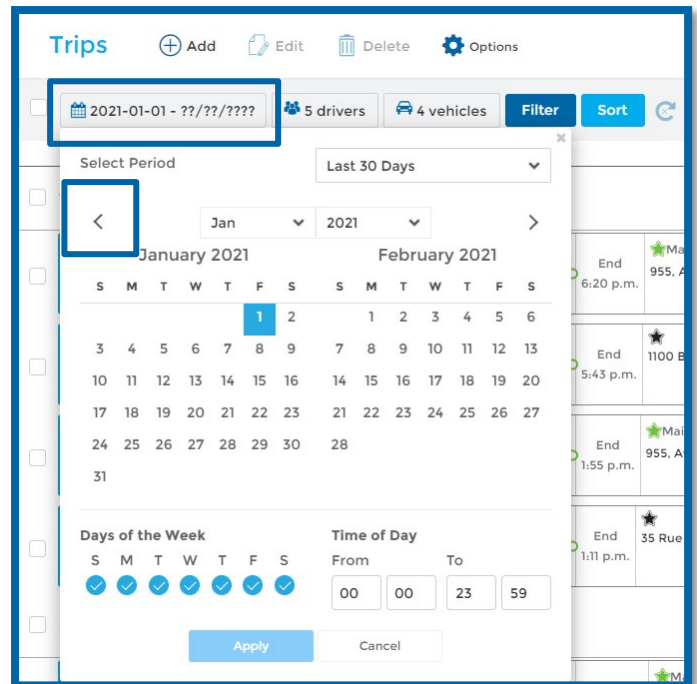
To select a custom time range, click on the time range at the top left of the screen.

A window will open.



Click on the left slider and select the desired start date by double clicking on the date.

It is important to double-click to see the selection appear at the top, followed by a series of question marks.



Then, if necessary, click on the slider on the right and select the desired end date with a single click.

Validate the time period selected at the top left.

Then click on **Apply**.

