

## **RWI Carrier Training Doc for Truck Posting**

To Login to RWI Transportation Truck Posting, please go to [www.rwitrans.com](http://www.rwitrans.com) and click on 'Post Your Available Trucks' link. From here, you can post available trucks that you are looking to fill.

### **To post Your Available Trucks:**

- 1) From RWI website, click on the 'Post Your Available Trucks' link
- 2) You will be prompted to enter your username and password (If you are not sure of your username, please contact us at [crrwi@rwitrans.com](mailto:crrwi@rwitrans.com) or by calling us at 859-442-4721 or 859-442-4740)
- 3) The screen will either bring up RWI's available loads or the assigned loads that are already yours(it will bring up whichever screen you were last logged into)
- 4) Click on the Truck Position button
- 5) Click on Update Trucks. If you want to add a truck, fill out the section under 'Insert Truck' and then click Update when done. If you want to update, fill out the section under 'Update Truck' and click Update when done. If you want to remove the truck from the available list, under the 'Delete Truck' section, select the truck # and then click Delete.

Note: Input any comments that you would like the RWI dispatchers to see when posting trucks in the comments section.