To book a ride, click on "My Location" and type in your pick-up location.

You will then be asked for your destination (where you want to be dropped off).

Type that in under "My Destination" and click done.

You will then be asked for your travel reason. I'm going to the mall so I will select "Personal"

You can then choose to leave comments (drop-off or pick-up notes). For example, "Pick up from back door"

Once that is done, click Next.

Then select when you want to depart at or when you want to arrive by.

If you select "Depart at", the time you select is when the bus would come to pick you up.

If you select "Arrive by", the time you select is when you would arrive at your destination.

With the new app and website, you can now book same day trips. You can also book up to 1 month in advance.

Say, for example, that I want to depart at 6 PM today, 3 hours from now.

I set the time to 6 PM then click "Set pick up time".

The pick up window I got is 5:50 - 6:20 PM.

The system selects a pick up window of 30 minutes around the time you requested.

For example, I chose 6 PM, so 6 PM has to be within that 30 minute window.

As you can see 6 PM is within the 5:50 and 6:20 PM window I received.

All you have to do now is click "Book This Ride".

If it is a one way trip, click "OK".

If you want to book a return trip, click "Book Return".

When you're booking a return trip, you will not have to re-enter the addresses.

The system sets them automatically.