

Stafford County Public Schools Transportation Department

My Stop - School Bus Tracking System

Directions for Use



Last Revised: October 3, 2018

The Stafford County Public Schools Transportation Department is offering parents and guardians the ability to track their student's bus from a computer or mobile device. This functionality was initially released September 6, 2016, but improvements have been made and are effective as of September 29, 2016.

Changes Include:

Password Security Improved: The password is now the student's birthday. Previously the Student ID was the password. Users may also change their passwords, and are encouraged to do so.

Password Self-Recovery Enabled: Password recovery email address is available and is strongly encouraged to be setup after initial login.

Sibling Linking Removed: Bus information for each child requires a separate login. Siblings are not linked. Previously some siblings were linked, but the feature did not function consistently. We are working to re-enable this functionality in the future.

Help Contact Created: Users experience any issues may email mystophelp@staffordschools.net.

Directions for Setup and Using My Stop Follow on Pages 2-4.

Accessing from Computer or Tablet Web Browser

Computer Web Browser Login Instructions

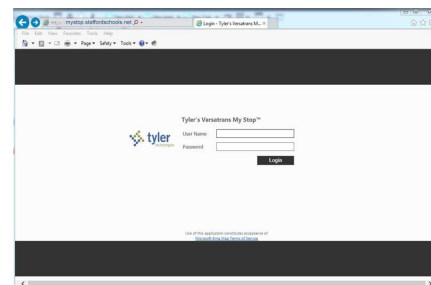
URL: <http://mystop.staffordschools.net>

Username: Student ID Number (contact your child's school to obtain, if needed)

Password: Student's Date of Birth (Format: mmddyyyy) Example, January 8, 2001 = 01082001

Parameters: Busses will only display 30 minutes prior to, and after bus stop. Accuracy is within 2-6 minutes. Arrival times are automatically recalculated for buses running late.

Login Screen:



Accessing from Smartphone or Tablet App

Finding and Downloading the App:

The App can be found by clicking the appropriate icon below to go there directly.

Apple App



Android App



The App can also be found in the Apple iTunes Store or at Google Play by searching "my stop", and choosing "Versatrans My Stop". The App Icon image is below:



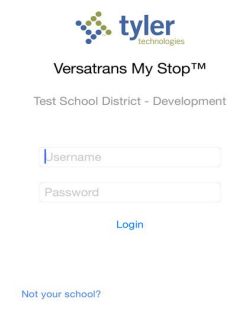
Logging Into the App:

Login Instructions

Username: Student ID Number (contact your child's school to obtain, if needed)

Password: Student's Date of Birth (Format: mmddyyyy) Example, January 8, 2001 = 01082001

Login Screen:

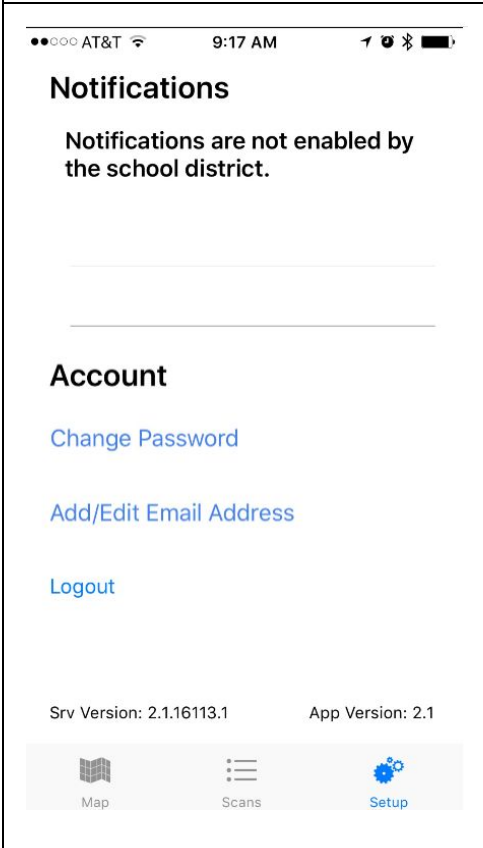
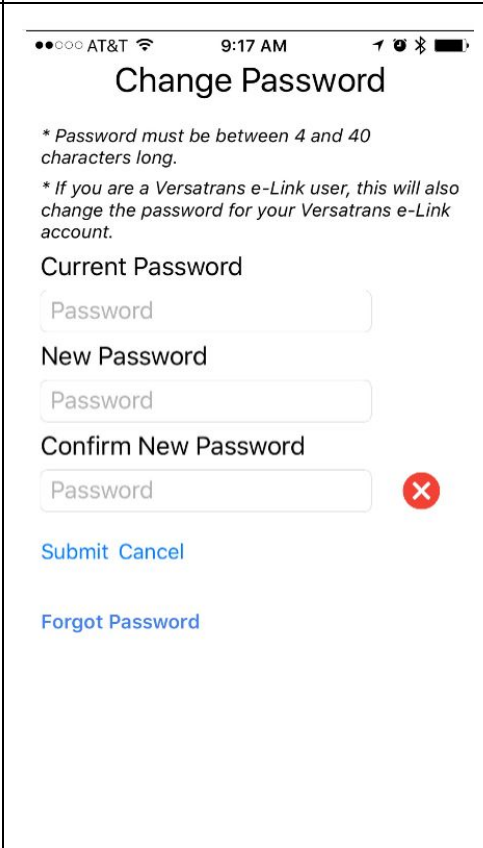
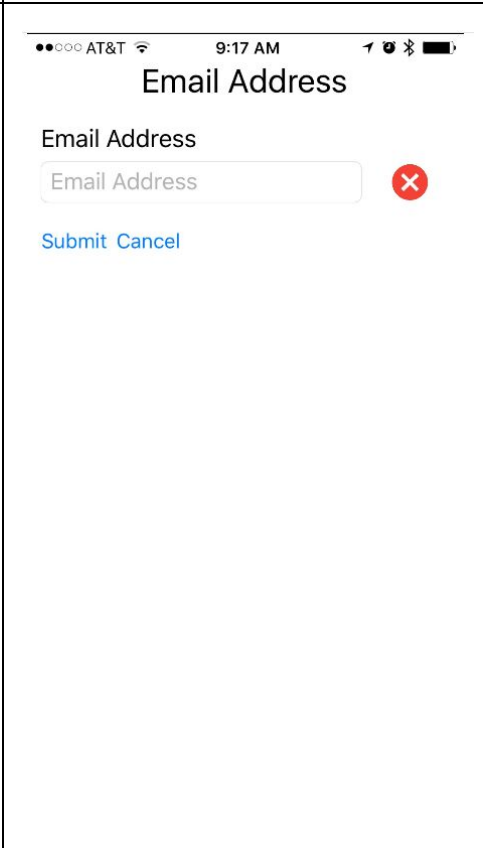


Setting Up the App: To change your password and setup a recovery email address to be used in case you forget your password.

Step 1: Click the **Setup** icon in the bottom-right corner

Step 2: Enter your **Current Password** (Child’s DOB - mmddyyyy by default), then enter your **New Password**, and hit **Submit**. Note the password length requirement range of 4-40 characters, and that this password will be changed for your Versatrans e-Link account that is accessed via a computer or tablet web browser.

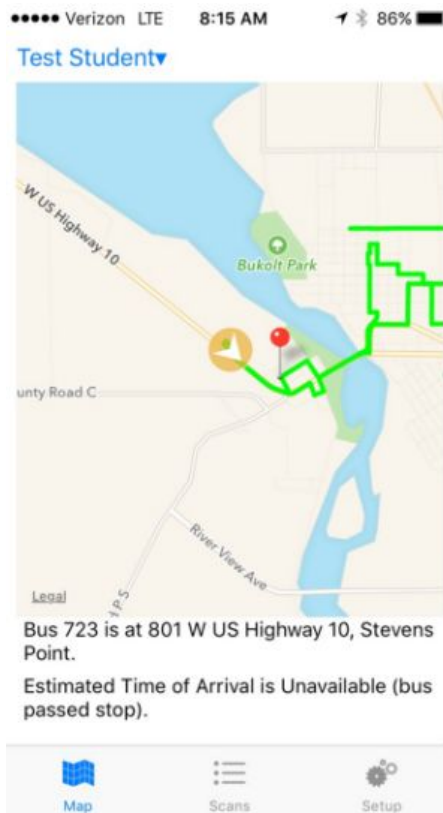
Step 3: Enter the **Email Address** you would like your password sent to in the event you forget your password and hit **Submit**. **Failure to do this step before you need to recover your password will require you to contact the transportation department for a password reset.**

Step 1	Step 2	Step 3
 <p>Notifications</p> <p>Notifications are not enabled by the school district.</p> <hr/> <p>Account</p> <p>Change Password</p> <p>Add/Edit Email Address</p> <p>Logout</p> <p>Srv Version: 2.1.16113.1 App Version: 2.1</p> <p>Map Scans Setup</p>	 <p>Change Password</p> <p><i>* Password must be between 4 and 40 characters long.</i></p> <p><i>* If you are a Versatrans e-Link user, this will also change the password for your Versatrans e-Link account.</i></p> <p>Current Password</p> <p>Password</p> <p>New Password</p> <p>Password</p> <p>Confirm New Password</p> <p>Password ✘</p> <p>Submit Cancel</p> <p>Forgot Password</p>	 <p>Email Address</p> <p>Email Address ✘</p> <p>Submit Cancel</p>

Using the App:

When The Bus Is Active (example image below)

- The **triangle** icon depicts the bus' location within 2-6 minutes.
- The **green line** depicts the bus route.
- The **red pin** indicates the bus stop.
- The **Estimated Time of Arrival** at the bottom is automatically recalculated.



No Active Routes Found (image below) is indicating this bus is currently either more than 30 minutes prior to, or after, the scheduled bus stop time.

