

GoMassCommute is the online trip planning tool for students and employees of Longwood Collective <u>members</u>. Joining the network gives you access to the <u>Emergency Ride Home</u>, <u>CommuteFit</u>, <u>Car</u> and <u>Vanpool</u> subsidies and <u>Rideshare Loyalty</u> programs.

How do I sign up for GoMassCommute?

- Look for the "REGISTER" tab on the top banner of our online commuting tool GoMassCommute
- o Be sure to complete all fields noting that while a work email is required, exact home address is not
- Scroll down/ type to auto-populate the Longwood Collective community on the "Network" box
- Make sure to ALSO download the corresponding app, <u>CommuteTrack</u>

How do I find a carpool match?

After you register, click on the "Dashboard" tab in the main menu and scroll down in right side bar to "Commute Options". Input home & work info, click "View Your Commute Options". On the left side navigation bar you will see car/ vanpooling as well as other types of trips. You can choose WHO you carpool with in the box that says, "Show Networks".

How do I register for CommuteWorks programs?

To join the other networks, click on your name and then "Edit Profile", on the left side navigation bar, click on "networks" and scroll/ type to auto-populate the other Longwood Collective programs/ networks.

How do I use other GoMassCommute features?

Logging trips is easy; download the CommuteTrack app and link your profile. Once set up, you can track your impact on cost, environment, and participate in Longwood Collective Challenges and rewards.

Who can see my home address and other personal info?

Who sees your info depends on how much you'd like to share. No one sees your home address and personal info if you don't input it. Your public profile (go to "your name" on main page, click on "edit profile" on left side navigation) is visible to the Greater Boston GoMassCommute network. The other place where your personal info can be shared (if you choose) is in the "My Commutes" section. Here you may choose to keep your commute private, share with others in your employer network, share with all Longwood Collective member employees, or share with the entire GoMassCommute network.