



# **SIMPLE TRUCK AOB RD USER MANUAL**



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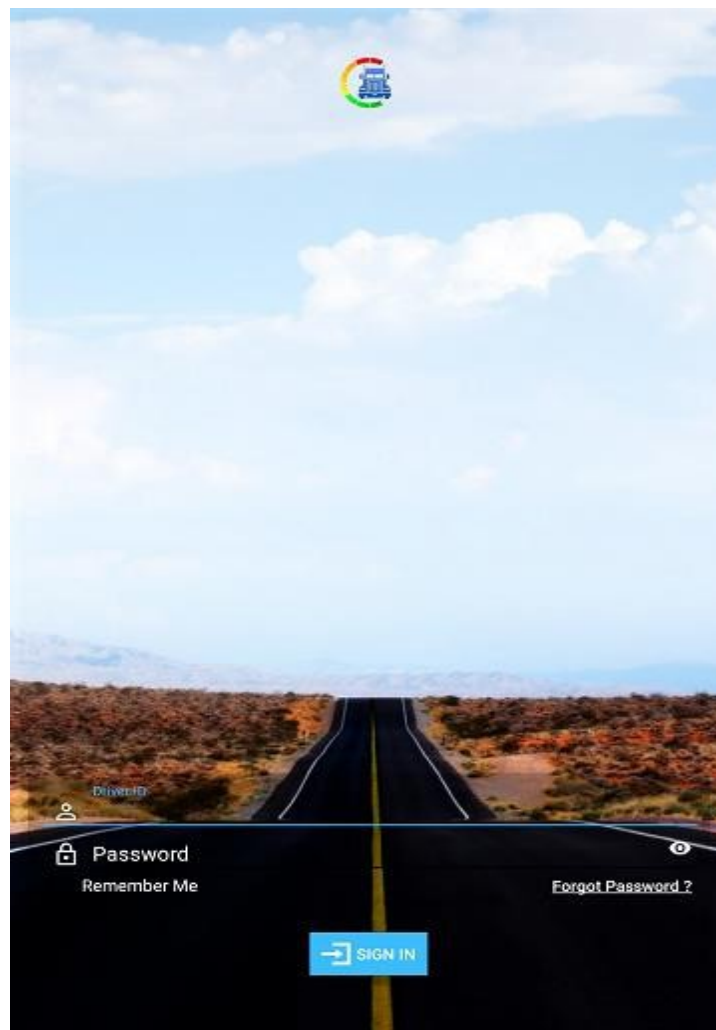




## 1. LOGIN CREDENTIALS

### Enter login credentials

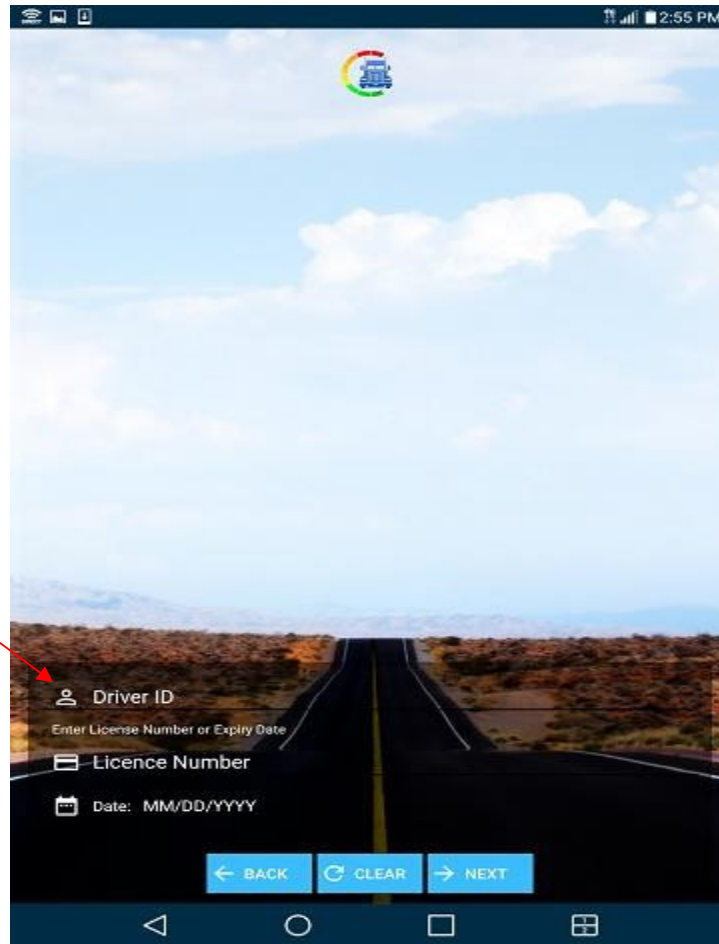
- Make sure mobile data is on
- Enter your Driver ID (A 4-6-digit number that was generated by the back office dashboard when the driver's profile was created.)
- Enter your password. It will not be displayed. To display the entered password, click .
- To automatically display the password the next time you login, check the Remember Me check box.
- Click on Sign In button





## Forgot password

- f. Click on **Forgot Password?** link to generate a new password
- g. Password reset can be done by giving **driver id** along with **license no or license expiration date**.
- h. Set new password alert is seen.
- i. Once you have reset; login to your account.
- j. Password successful pop-up is displayed.

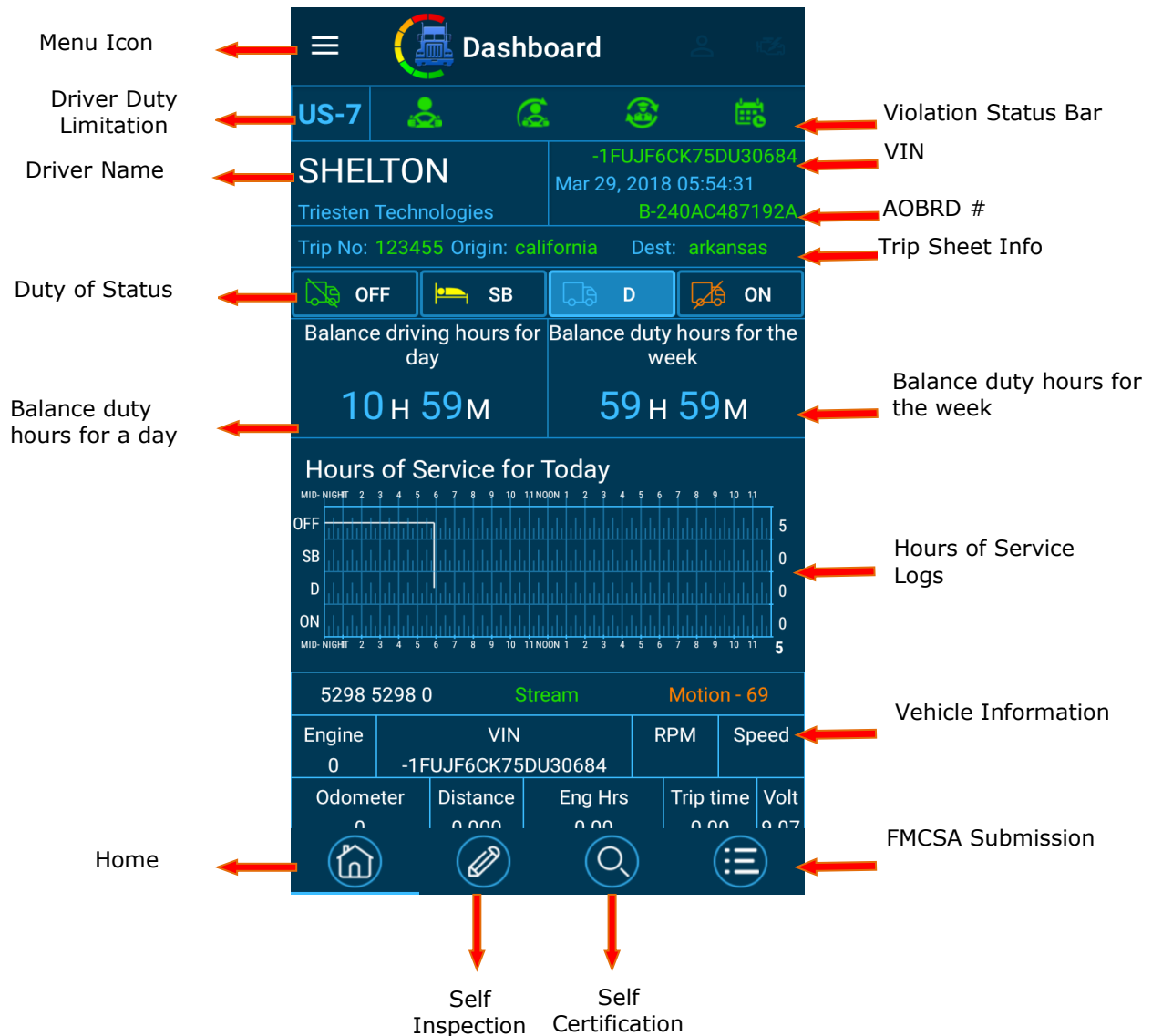


## 2. Home Page

Once you login you will be on the app home page. In the upper right corner click Connect to ELD.



The app will sync with the AOB RD and the home page will look as shown below. The VIN number will be displayed in green text above the date, and AOB RD device name is displayed below the date.

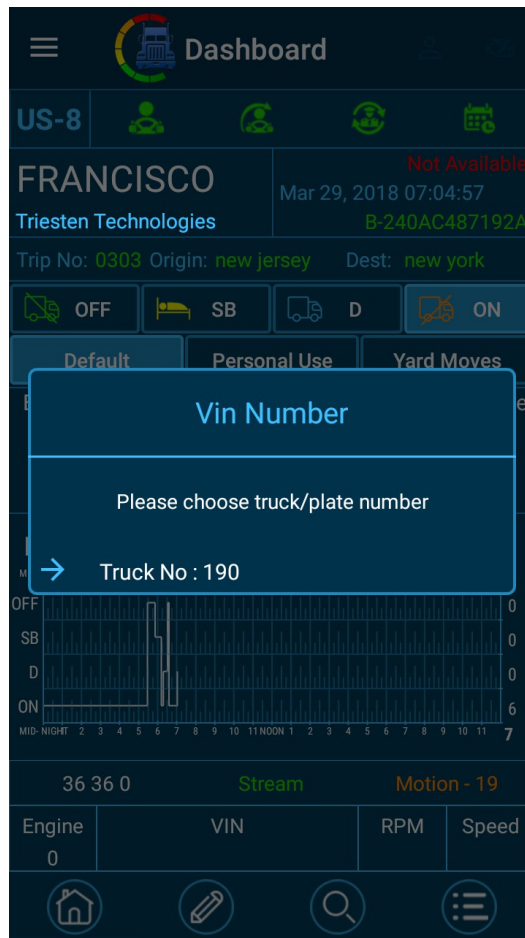


## App's Dashboard

- On the left-hand side driver's name, business name, trip no and start location/ trip origin are displayed.
- On the right-hand side VIN no, date and AOB RD no. is displayed in green.
- Daily mile driven count displayed on the left and week's count on the right respectively.

## VIN Selection

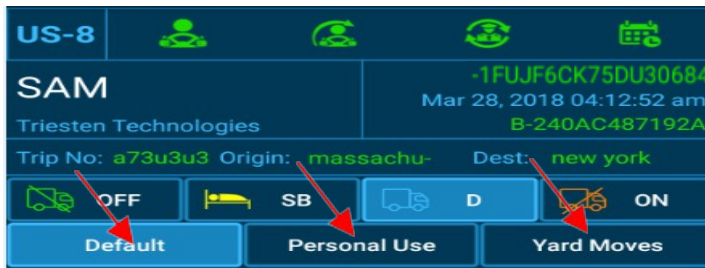
In Some case trucks may not stream the VIN. In order to resolve this



- Login into [www.simpletruckeld.com](http://www.simpletruckeld.com)
- In the dashboard from the left menu click "My fleet".
- Click "Add Fleet" pop screen opens.
- Please fill in the VIN, Plate number and Truck no and click "Save".
- Continue steps a-d, if you have more than one truck.
  - Now when you login from the APP, when the VIN is not streamed, you will get a pop up, listing the truck numbers (the information we have added in "My fleet".)
- Select the truck number.
  - Now the App will bind the VIN to the SSID, so that VIN will be part of the data stream from the truck.



## Mode of driving



US-8

SAM

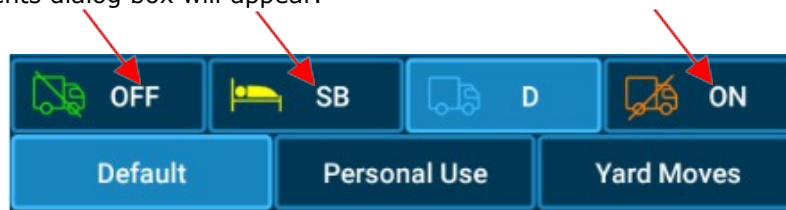
Triesten Technologies

Trip No: a73u3u3 Origin: massachu- Dest: new york

OFF SB D ON

Default Personal Use Yard Moves

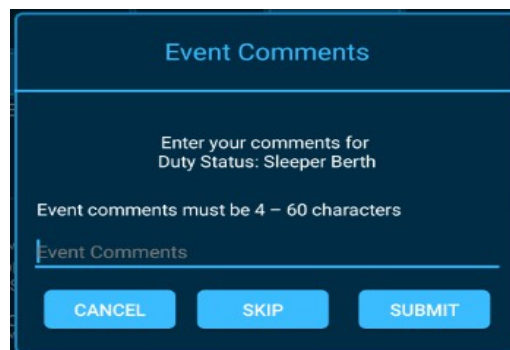
- In the AOB RD Dashboard screen, click to select the Driver mode i.e Default, Personal Use & Yard Moves.
- In the Driving Mode dialog box, select Default for On Duty Driving & On Duty Not Driving.
- Once the Driving Mode has been selected, you can select duty of driving accordingly then, Comments dialog box will appear.



OFF SB D ON

Default Personal Use Yard Moves

- Enter your comments and click on Submit button to record your comments. If you do not want to record your comments, click on skip button.



Event Comments

Enter your comments for  
Duty Status: Sleeper Berth

Event comments must be 4 – 60 characters

Event Comments

CANCEL SKIP SUBMIT

- The selected Driver mode is displayed on the AOB RD Dashboard.
- You can select same as to change Driving mode to PERSONAL USE and YARD MOVES.

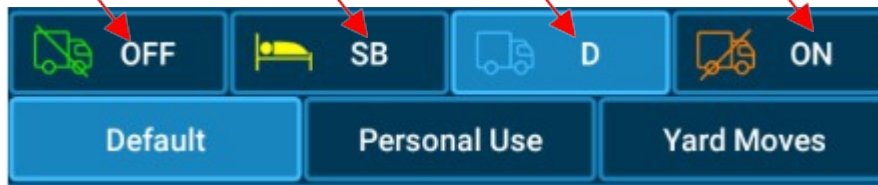
NOTE	The following categories are available: <b>Default</b> – Select for on duty driving <b>Personal Use</b> – Select for personal use <b>Yard Moves</b> – Select for yard shuttle service
NOTE	If you select <b>Default</b> , the <b>Duty of Status</b> dialog box is enabled. You can choose an appropriate option based on the driving situation.





## How to select Duty of Status

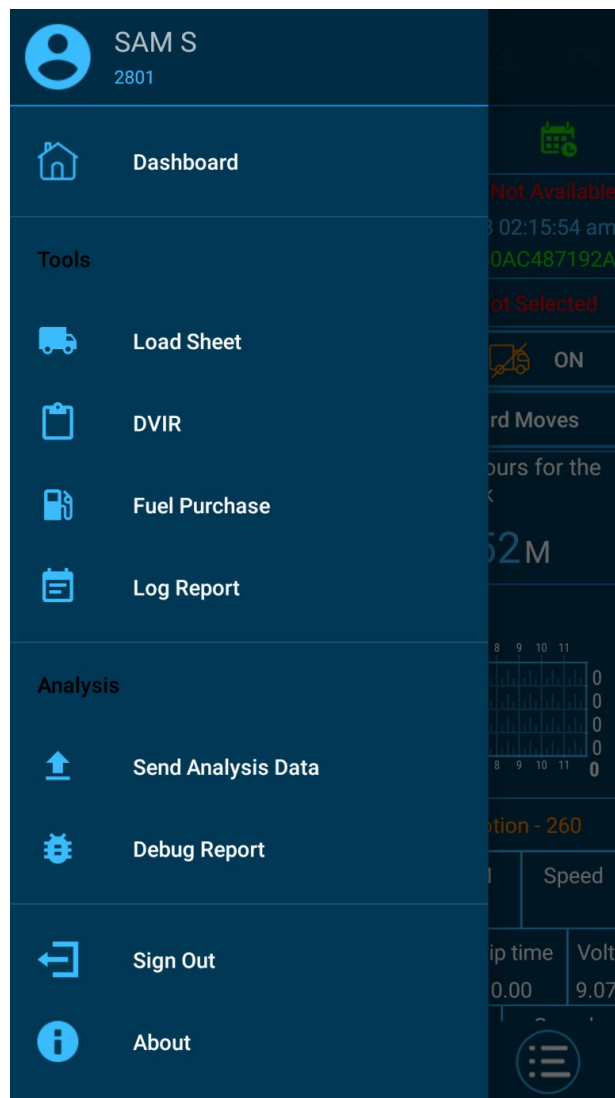
- Click on the appropriate Duty of Status.
- The selected Duty of Status is displayed on the AOB RD Dashboard.







### 3. MENU PAGE



Menu page contains all the app features like Home, Reports, Load Sheets, DVIR, Send Analysis data, Debug Report and Fuel Purchase.

For example, if you are entering Load sheet details and if you want to move to DVIR, you can select the Menu icon on the top left and you can easily navigate to different features in the App.

Once you are done with your driving service you can sign out of the app by clicking the Sign out from the top left menu icon.

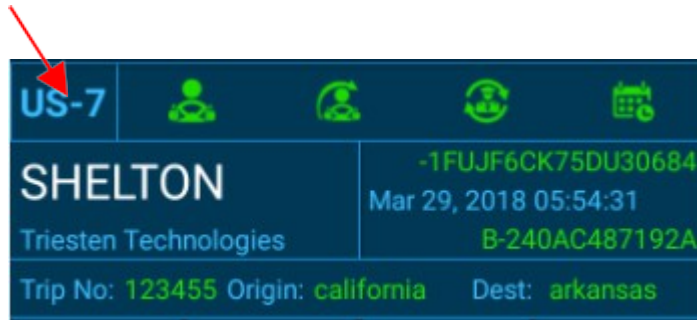
On request, user sends their data to the technical team from the Send Analysis Data Screen.

On request, user sends their activity log from the AOB RD Device to the technical team from the



Debug Report Screen.

#### 4. Driver Duty Limitation



Your Driver Duty Limitation status is located in the top left most icon, which reflects the type of driving you selected from the website for that particular driver. There are currently 10 types of driving limitations:

- o. **US 7 Day's 60 Hours:** It is the rule of driving 60 hours a week which you selected from the Simple Truck ELD website.
- p. **US 8 Day's 60 Hours:** It is the rule of driving 70 hours a week which you selected from the Simple Truck ELD website.
- 100 Air Miles:** Rule indicates that the driver is driving within 100 mile radius of their yard or main office.
- q. **150 Air Miles:** Rule indicates that the driver is driving within 100 mile radius of their yard or main office.
- r. **Construction Material 7 Days 60 Hours:** Rule indicates that driver is driving 60 hours a week for the vehicles which is use for construction work/purpose.
- s. **Construction Material 8 Days 70 Hours:** Rule indicates that driver is driving 70 hours a week for the vehicles which is use for construction work/purpose.
- Ground Water 7 Days 60 Hours**
- t. **Ground Water 8 Days 60 Hours**
- u. **Passenger 8 Days 80 Hours**
- v. **Passenger 7 Days 60 Hours**



## 5. VIOLATION STATUS

### Violation Indications

Green Icon represents your current Continuous Hours, Driving Hours, Duty Hours and Weekly Hours under non – violation status.



Orange Icon represents your current Continuous Hours, Driving Hours, Duty hours and Weekly Hours about to be in violation status i.e. the icon colour will change in orange before 30 Mins

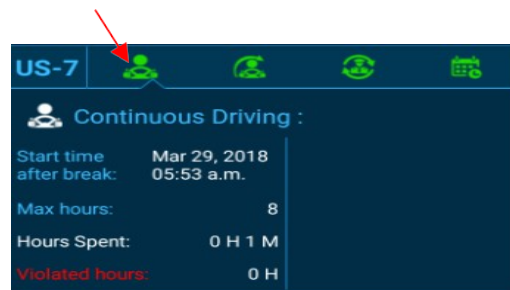


Red Icon represents your current Continuous Hours, Driving Hours, Duty Hours and Weekly Hours exceeded the hours limitations and you have violated the hours.



### Continuous Hours

The rule of Continuous hours will depend upon the duty of driving which you selected for the driver during creation of driver ID from the Simple Truck ELD website.



- Hours spent:** Summary of total continuous hours driven per day.
- Max Hours:** As per the rule of continuous driving is allowed on the basis of duty of limitation which you select.
- Violated Hours:** Shows the number of hours driven more than the rules.

**NOTE**

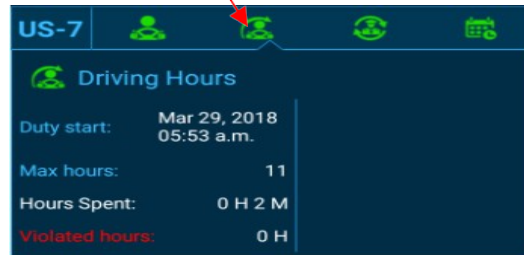
Start Time is calculated from the continuous 8 hours off Duty + 2 hours Sleeper berth or Continuous 10 hours off Duty for a day. Warning alert blinking starts showing from 7.30 hours to 8 hours of continuous driving. After 8 hours shows violation alert blinking





## Driving Hours

The rule of Driving hours will depend upon the duty of driving which you selected for the driver during creation of driver ID from the Simple Truck ELD website.



US-7	
<b>Driving Hours</b>	
Duty start:	Mar 29, 2018 05:53 a.m.
Max hours:	11
Hours Spent:	0 H 2 M
Violated hours:	0 H

- Hours Spent:** Summary of total driving hours per day.
- Max Hours:** As per the rule of driving is hours allowed on the basis of duty of limitation which you select.
- Violated hours:** Shows the number of hours driven more than the rule.

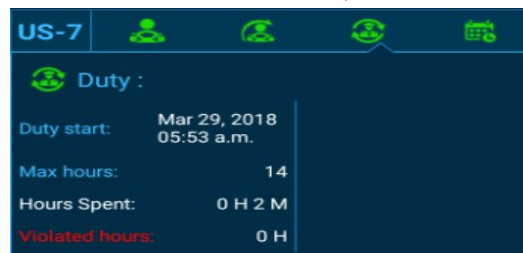
NOTE

Start Time is calculated from the continuous 8 hours off Duty + 2 hours Sleeper berth or Continuous 10 hours off Duty for a day.

Warning alert blinking starts showing from 10.30 hours to 11 hours of Driving hours. After 11 hours shows violation alert blinking

## Duty Hours

The rule of Duty hours will depend upon the duty of driving which you selected for the driver during creation of driver ID from the Simple Truck ELD website.



US-7	
<b>Duty :</b>	
Duty start:	Mar 29, 2018 05:53 a.m.
Max hours:	14
Hours Spent:	0 H 2 M
Violated hours:	0 H

- Hours Spent:** Summary of all duty statuses are calculated per day.(i.e after 10 hours break)
- Max Hours:** As per the rule of duty hours is allowed on the basis of duty of limitation which you select.
- Violated hours:** Shows the number of hours driven more than the rule.

NOTE

Start Time is calculated from the continuous 8 hours off Duty + 2 hours Sleeper berth or Continuous 10 hours off Duty for a day.

- The Alert warnings and violated hours are only shown during driving only. From the rest of the Duty status the violated hours not shown.
- Warning alert blinking starts showing from 13.30 hours to 14 hours of Driving hours. After 14 hours shows violation

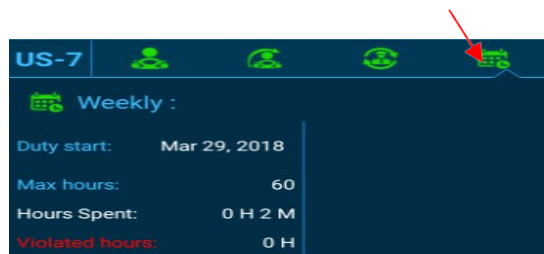




alert blinking.

## Weekly Hours

The rule of Weekly hours will depend upon the duty of driving which you selected for the driver during creation of driver ID from the Simple Truck ELD website.



- g. **Hours Spent:** Summary of total driving + On-duty not driving hours per day.
- h. **Max Hours:** As per the rule of weekly hours is allowed on the basis of duty of limitation which you select.
- i. **Violated hours:** It shows the number of hours driven more than the rule.

### NOTE

Start Time is calculated from the continuous 34 hours break for a week.

- Warning alert blinking starts showing from 59.30 hours to 60 hours of Driving hours. After 60 hours shows violation alert blinking.

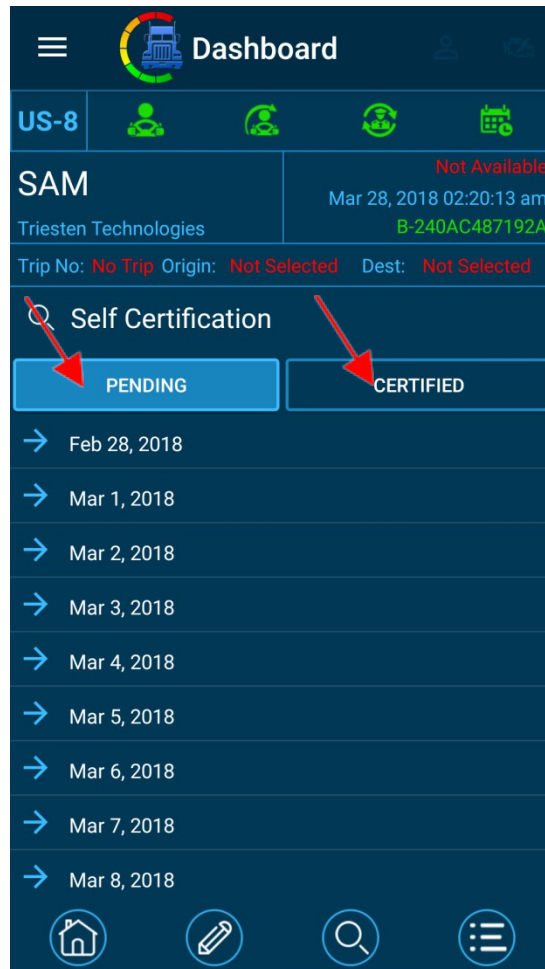




## 6. SELF-CERTIFIED MENU

The dashboard of the Certify page contains Driver name, Truck VIN details, Date, AOB RD details, Company name, Trip number, origin, and destination.

Certify primarily contains PENDING and CERTIFIED details.



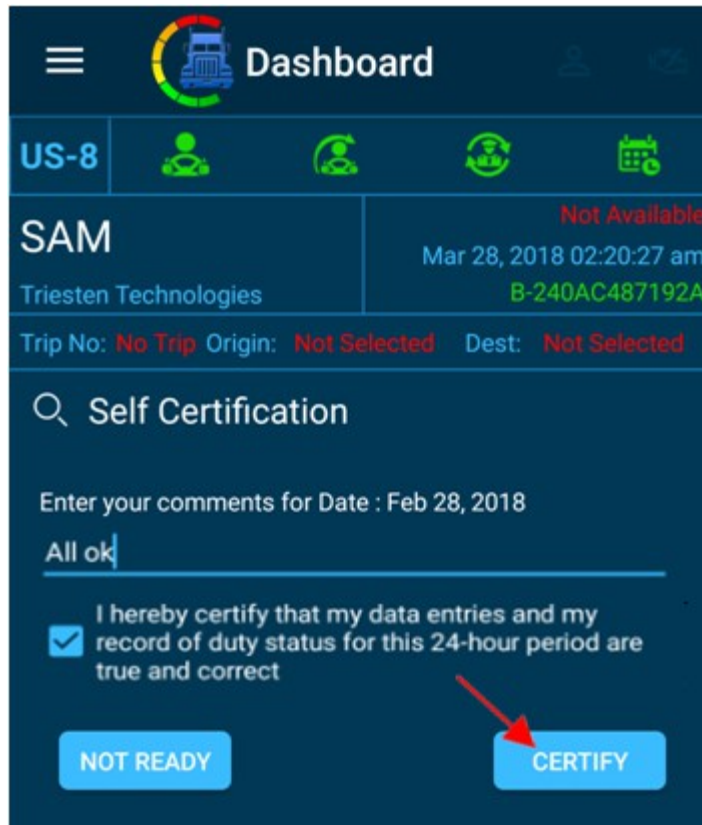
- a. **PENDING:** When you select the pending button, it displays the message which indicates the particular self-certified items for a specified date that were not completed.

For **example**, if you did not self-certified for a particular date, you can click on that date which is shown by the app and you can certify it by entering comments and agree. Then it will reflect to you in the certified menu.

- b. **CERTIFIED:** When selecting the Certify button, it displays the dates which you already self-certified. You can also edit the previously certified data, but your "Re-submission" count will increment when you edit your self-certified data again.



By clicking the any of the self-certified item, you can enter the self certification comment from the below screen.



**Dashboard**

US-8

**SAM**  
Triesten Technologies

Not Available  
Mar 28, 2018 02:20:27 am  
B-240AC487192A

Trip No: No Trip Origin: Not Selected Dest: Not Selected

**Self Certification**

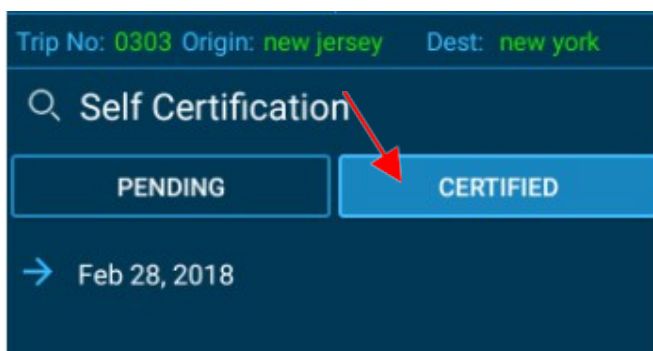
Enter your comments for Date : Feb 28, 2018

All ok

☒ I hereby certify that my data entries and my record of duty status for this 24-hour period are true and correct

NOT READY CERTIFY

After entering the comments click the certify button for self-certification. Those entries are listed under certified section by click the certified button.

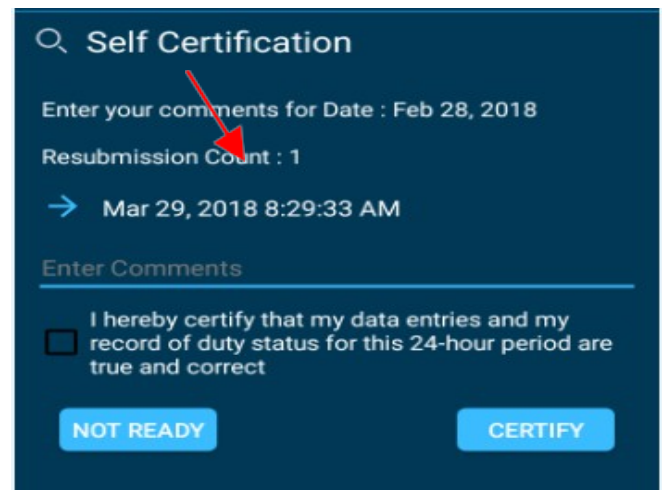


Trip No: 0303 Origin: new jersey Dest: new york

**Self Certification**

PENDING CERTIFIED

→ Feb 28, 2018



**Self Certification**

Enter your comments for Date : Feb 28, 2018

Resubmission Count : 1

→ Mar 29, 2018 8:29:33 AM

Enter Comments

☐ I hereby certify that my data entries and my record of duty status for this 24-hour period are true and correct

NOT READY CERTIFY

You can resubmit the self-certification by multiple times which is denoted by Resubmission Count.

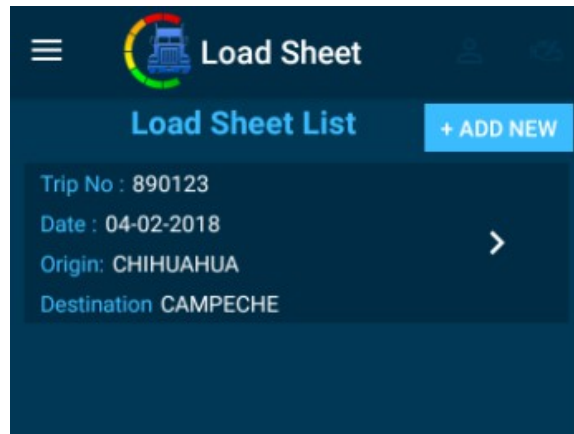




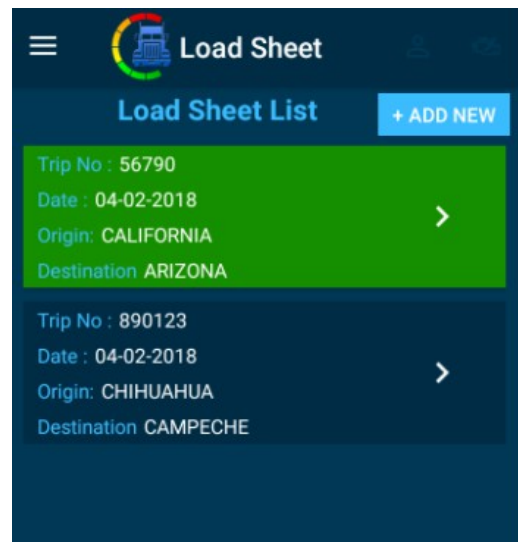
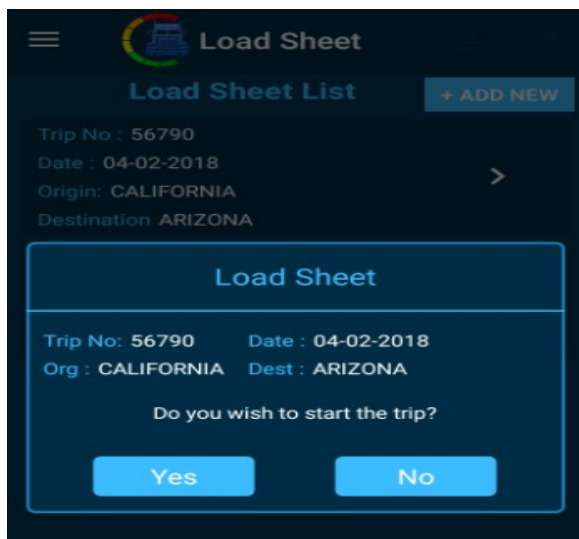


## 7. TRIP/LOAD SHEET MENU

You can create your load sheet by using the **Simple Truck ELD website** or **Simple Truck ELD App**.



To start the trip by clicking any of the list, the below confirm alert pop-up will appear.



If you really wish to start the trip, click the yes button to proceed with. The selected trip background will become green.

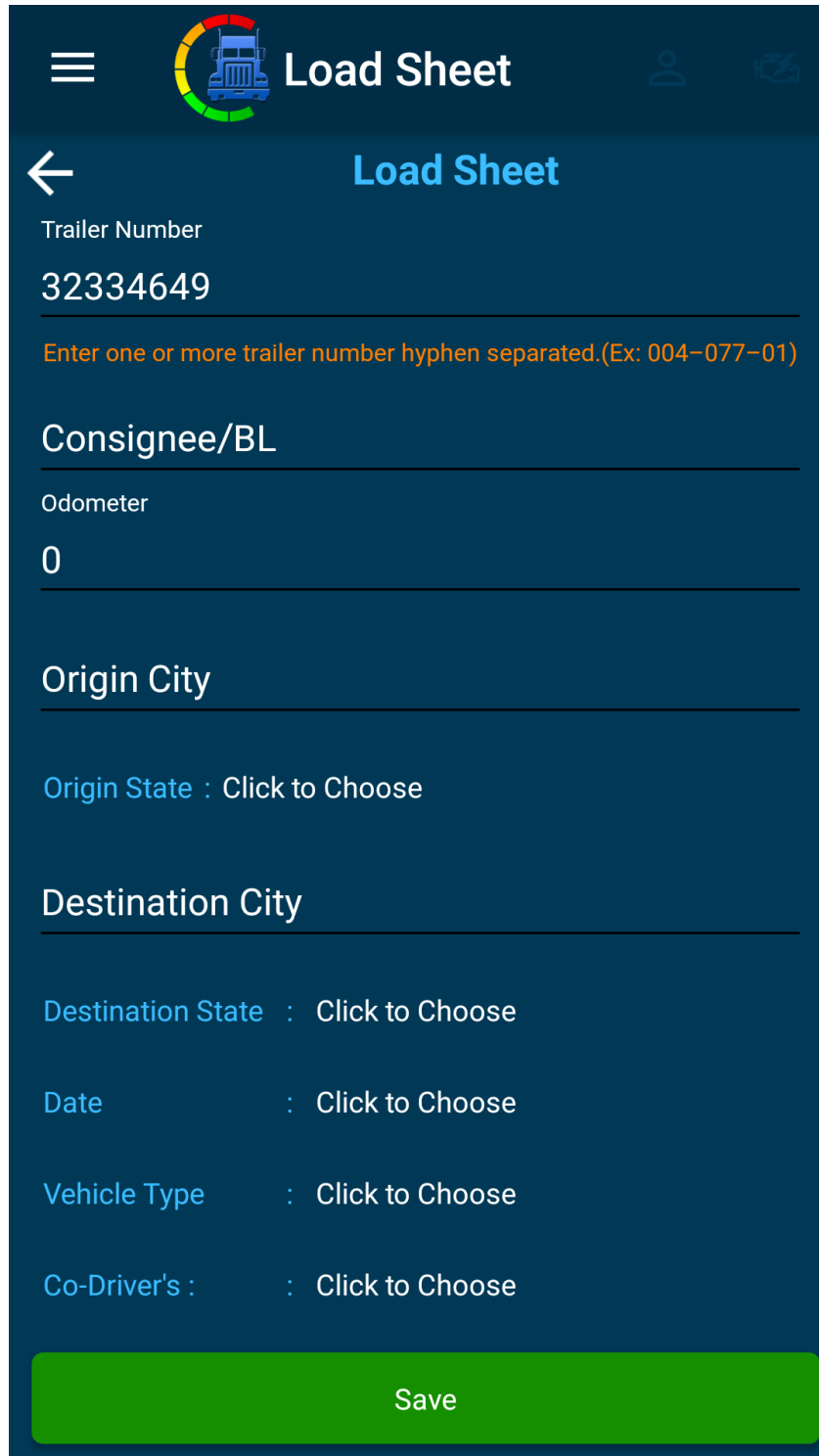




## 7.1 +Add Load Sheet

After clicking Add Load Sheet the next screen opens where you can add your load information such as Date, Load Type, Origin, Destination, Driver (you can add co-driver), Consignee/BL, Vehicle type and Trailer number.

**Note:** You can add your co- driver if require or you can leave it.



**Load Sheet**

Trailer Number  
32334649

Enter one or more trailer number hyphen separated.(Ex: 004-077-01)

Consignee/BL

Odometer  
0

Origin City

Origin State : Click to Choose

Destination City

Destination State : Click to Choose

Date : Click to Choose

Vehicle Type : Click to Choose

Co-Driver's : Click to Choose

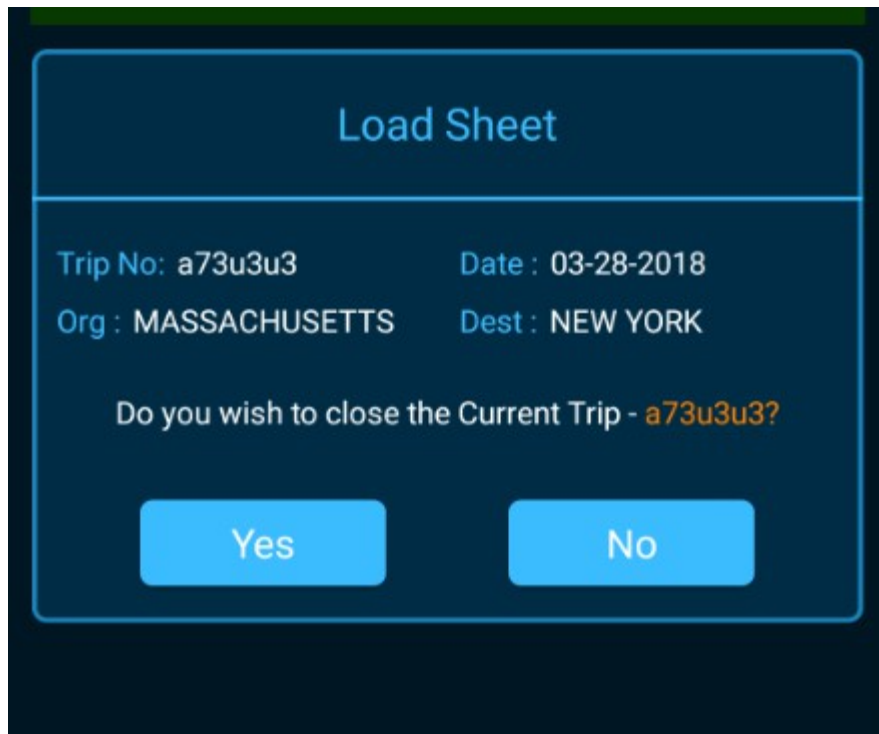
Save



After filing above load sheet information click the save button. The Load Sheet information will be available inside Load Sheet Dashboard.

You can create multiple Load Sheets and you can select the required Load Sheet according to the trip.

Once you select the required Load Sheet you can Edit or Use the Load Sheet. When you Use the Load Sheet your Load information is on the **main home dashboard** where you can track your trip.



The screenshot shows a 'Load Sheet' dashboard with a dark blue background. At the top, the title 'Load Sheet' is displayed in white. Below the title, there are two rows of information: 'Trip No: a73u3u3' and 'Date : 03-28-2018' in the first row, and 'Org : MASSACHUSETTS' and 'Dest : NEW YORK' in the second row. Below this information, a question is posed: 'Do you wish to close the Current Trip - a73u3u3?'. At the bottom of the dashboard, there are two large, light blue buttons labeled 'Yes' and 'No'.

Once you are done with your trip you can select the respective Load Sheet and you can **close the Current Trip** by clicking "Yes".





## 8. FUEL PURCHASE

Fuel Type → Select your fuel type from dropdown

a. Gallons / Litres → To select either Gallons or Litres

b. Amount → Enter the gallon amount

c. Capture Bill → You can take picture of your Fuel Receipt and our app saves it.

d. Quantity → Enter the quantity

**Fuel Purchase**

Date : 03-28-2018 Time : 12:54 pm

Latitude : 13.019277 Longitude : 80.2066186

**Gallons** **Litres**

Location description

**Quantity**

**Amount**

**Fuel Type :** >

Click the icon to capture bill

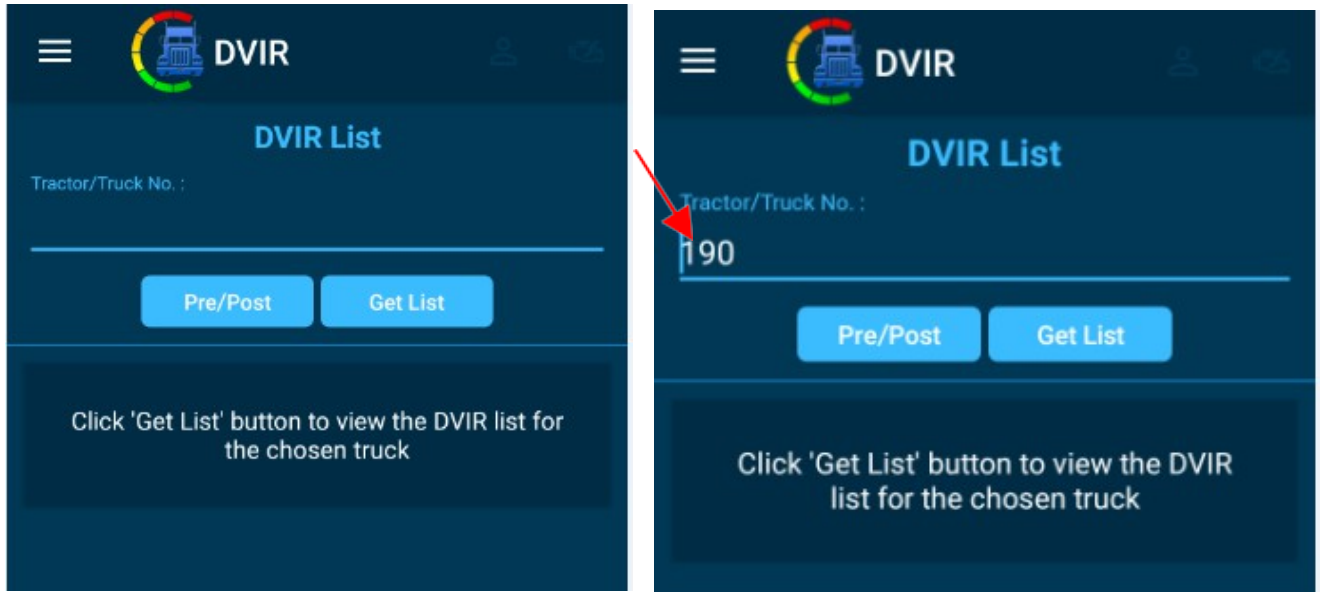
**SAVE**

**Fuel Type Options:**

- A55
- Biodiesel
- CNG
- Diesel

## 9. DVIR MENU

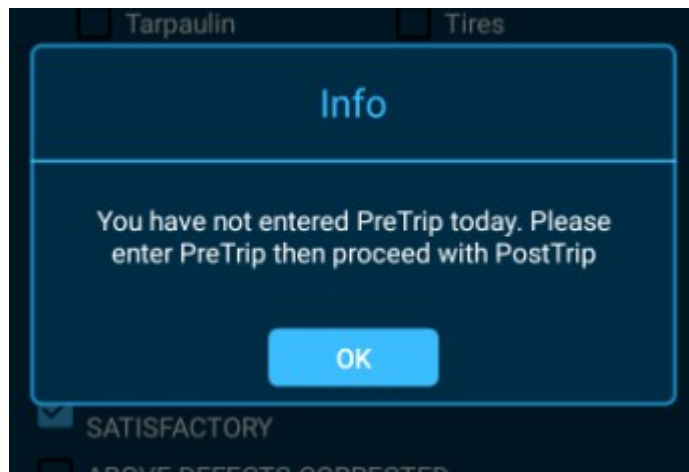
A separate screen for DVIR by selecting from the left menu. Driver Vehicle Inspection Report (DVIR) primarily contains "Pre/Post" and "Get List".



The DVIR List screen features a dark blue background. At the top, there is a hamburger menu icon, a truck icon with a circular progress indicator, and the text 'DVIR'. Below this is the title 'DVIR List'. A label 'Tractor/Truck No. :' is followed by a text input field. In the right screenshot, the number '190' is entered in this field. Below the input field are two buttons: 'Pre/Post' and 'Get List'. At the bottom, a message states: 'Click \'Get List\' button to view the DVIR list for the chosen truck'.

If your AOBDR device is already connected, the Tractor/Truck No is automatically populated. Otherwise we should have entered the Tractor/TruckNo to get the DVIR List and to proceed with Pre/Post.

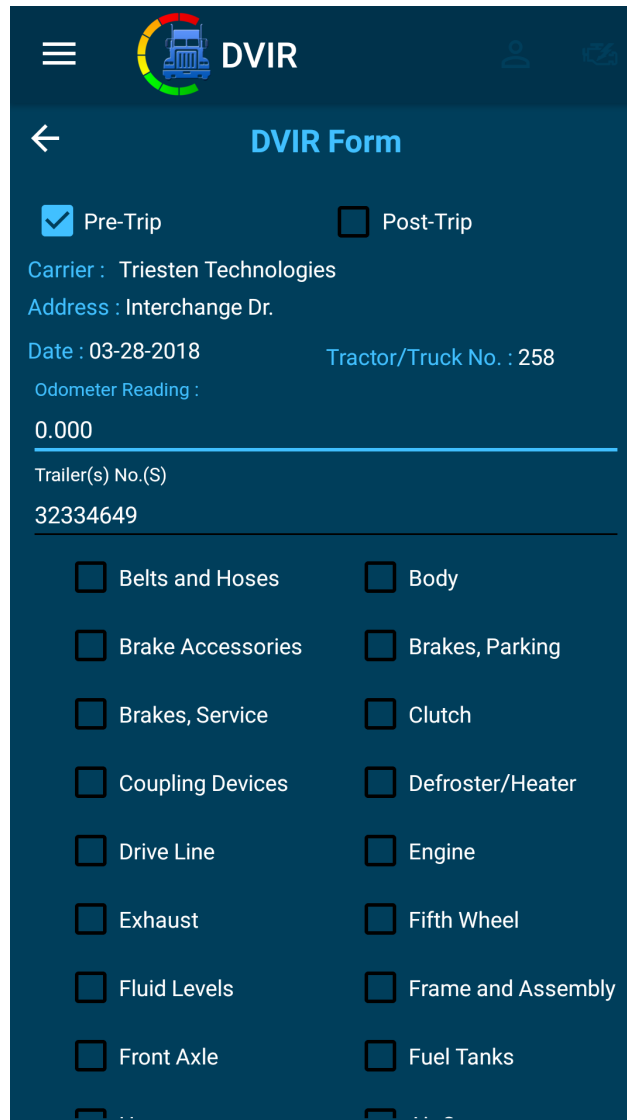
You should have given the Pre-Trip before the Post-Trip entry. Otherwise you will not get allowed by the below alert message



The alert dialog box has a dark blue background with a light blue border. It has a title 'Info' at the top. The main text reads: 'You have not entered PreTrip today. Please enter PreTrip then proceed with PostTrip'. At the bottom is an 'OK' button. Above the dialog box, there are checkboxes for 'Tarpaulin' and 'Tires'. Below the dialog box, there is a checkbox for 'SATISFACTORY' and a checkbox for 'ABOVE DEFECTS CORRECTED'.

## 9.1 Pre-Trip

Pre-trip is a mandatory report checked and signed when before you begin your trip. If your AOBRD device is already connected, Odometer Reading has automatically populated.



**DVIR Form**

☒ Pre-Trip ☐ Post-Trip

Carrier : Triesten Technologies

Address : Interchange Dr.

Date : 03-28-2018 Tractor/Truck No. : 258

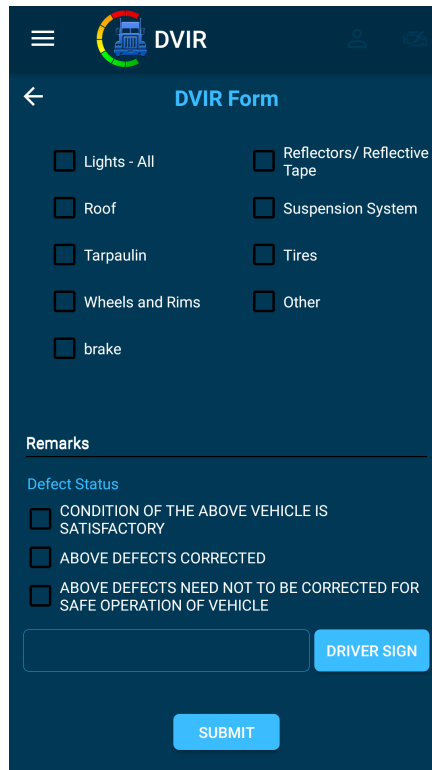
Odometer Reading :  
0.000

Trailer(s) No.(S)  
32334649

<input type="checkbox"/> Belts and Hoses	<input type="checkbox"/> Body
<input type="checkbox"/> Brake Accessories	<input type="checkbox"/> Brakes, Parking
<input type="checkbox"/> Brakes, Service	<input type="checkbox"/> Clutch
<input type="checkbox"/> Coupling Devices	<input type="checkbox"/> Defroster/Heater
<input type="checkbox"/> Drive Line	<input type="checkbox"/> Engine
<input type="checkbox"/> Exhaust	<input type="checkbox"/> Fifth Wheel
<input type="checkbox"/> Fluid Levels	<input type="checkbox"/> Frame and Assembly
<input type="checkbox"/> Front Axle	<input type="checkbox"/> Fuel Tanks

- When clicking Pre/Post button, it will ask to submit pre trip report, where you can find carrier name, address, date, time, Truck number and odometer reading (it will reflect current odometer reading automatically).
- You required to manually enter the trailer number.
- The **accessories list** contains 22 mandatory individual items to check during pre-trip. You can add additional accessories using the Simple Truck ELD website.

**NOTE** Once Pre-trip has been created for a Tractor/Truck No, after the successful Pre-trip creation the Trailer NO(s) is auto populated for the same Tractor/Truck No.



**DVIR Form**

☐ Lights - All      ☐ Reflectors/ Reflective Tape  
☐ Roof      ☐ Suspension System  
☐ Tarpaulin      ☐ Tires  
☐ Wheels and Rims      ☐ Other  
☐ brake

**Remarks**

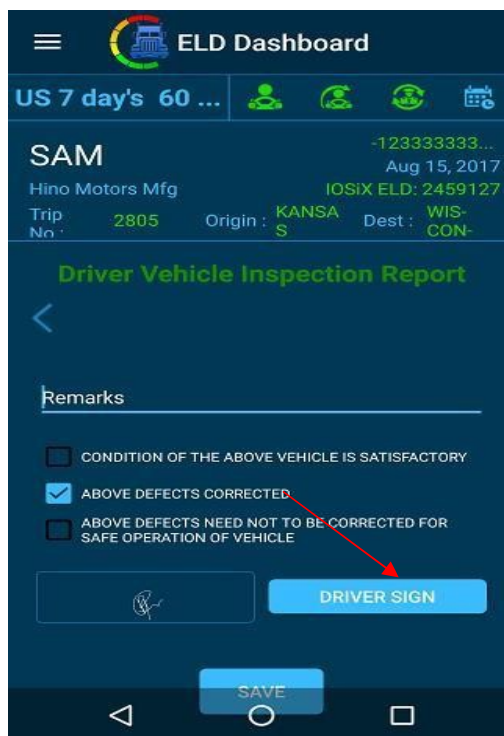
Defect Status

☐ CONDITION OF THE ABOVE VEHICLE IS SATISFACTORY  
☐ ABOVE DEFECTS CORRECTED  
☐ ABOVE DEFECTS NEED NOT TO BE CORRECTED FOR SAFE OPERATION OF VEHICLE

DRIVER SIGN

SUBMIT

- d. In the **Remarks section**, you have to select any one of the three check boxes which are suitable and you have to add your comments (entering comments is mandatory). Finally, the driver has to **sign and save**.



**ELD Dashboard**

US 7 day's 60 ...

SAM -123333333... Aug 15, 2017

Hino Motors Mfg IOSIX ELD: 2459127

Trip No: 2805 Origin: KANSAS Dest: WISCONSIN

**Driver Vehicle Inspection Report**

Remarks

☐ CONDITION OF THE ABOVE VEHICLE IS SATISFACTORY  
☒ ABOVE DEFECTS CORRECTED  
☐ ABOVE DEFECTS NEED NOT TO BE CORRECTED FOR SAFE OPERATION OF VEHICLE

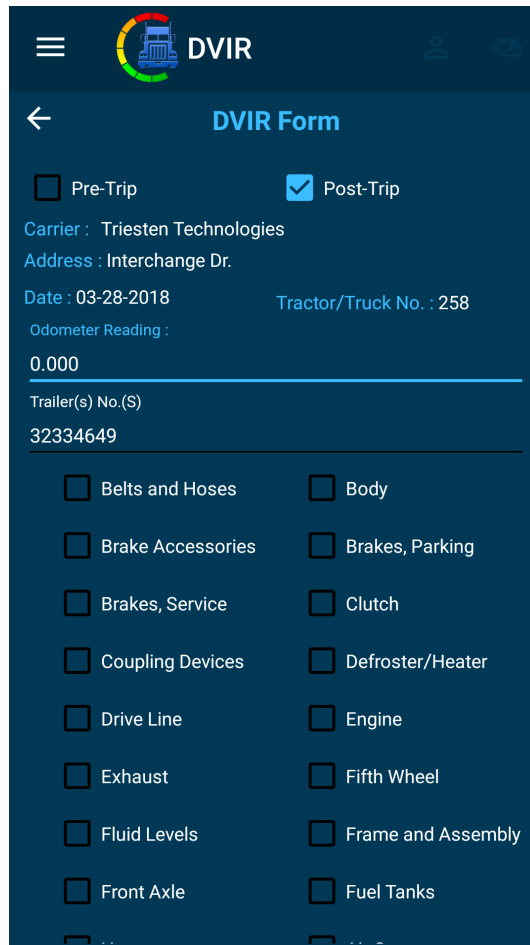
DRIVER SIGN

SAVE

- e. Once the required pre-trip details have been entered and saved the data is reflected in DVIR dashboard/page and the driver can view it on the same page.

## 9.2 Post-Trip

**Post-trip** is a mandatory report checked and signed after reaching the destination.



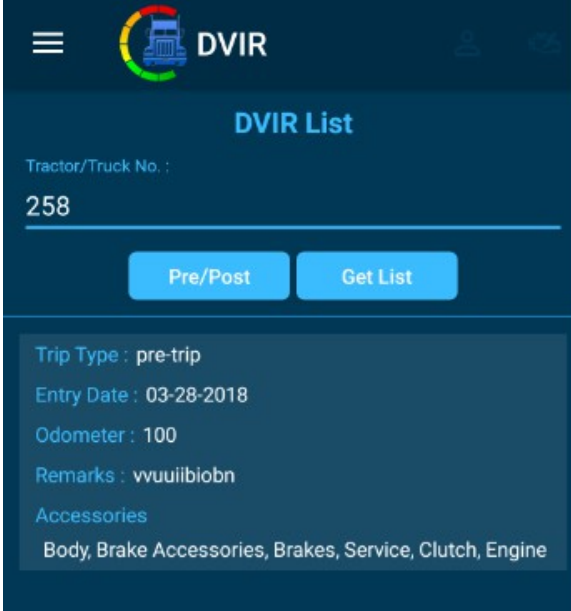
- a) When clicking Pre/Post button, it will ask to submit pre-trip report, where you can find carrier name, address, date, time, Truck number and odometer reading (it will reflect current odometer reading automatically).
- b) Trailer number which is entered manually and it is mandatory.
- c) The **accessories list** contains 22 mandatory individual items to check during pre-trip. You can add additional accessories using the Simple Truck ELD website.
- d) In the **Remarks section**, you must select any one of the three check boxes which are suitable and you have to add your comments (entering comments is mandatory). Finally, the driver must **sign and save**.
- e) Once the required pre-trip details have been entered and saved the data is reflected in DVIR dashboard/page and the driver can view it on the same page.

**NOTE**

Once Post-trip has been created for a Tractor/Truck No, after the successful Post-trip creation the Trailer NO(s) is auto populated for the same Tractor/Truck No.

## 9.3 GET LIST

Get list reflects the total number of trucks registered under single driver name.



**DVIR**

**DVIR List**

Tractor/Truck No. :  
258

Pre/Post Get List

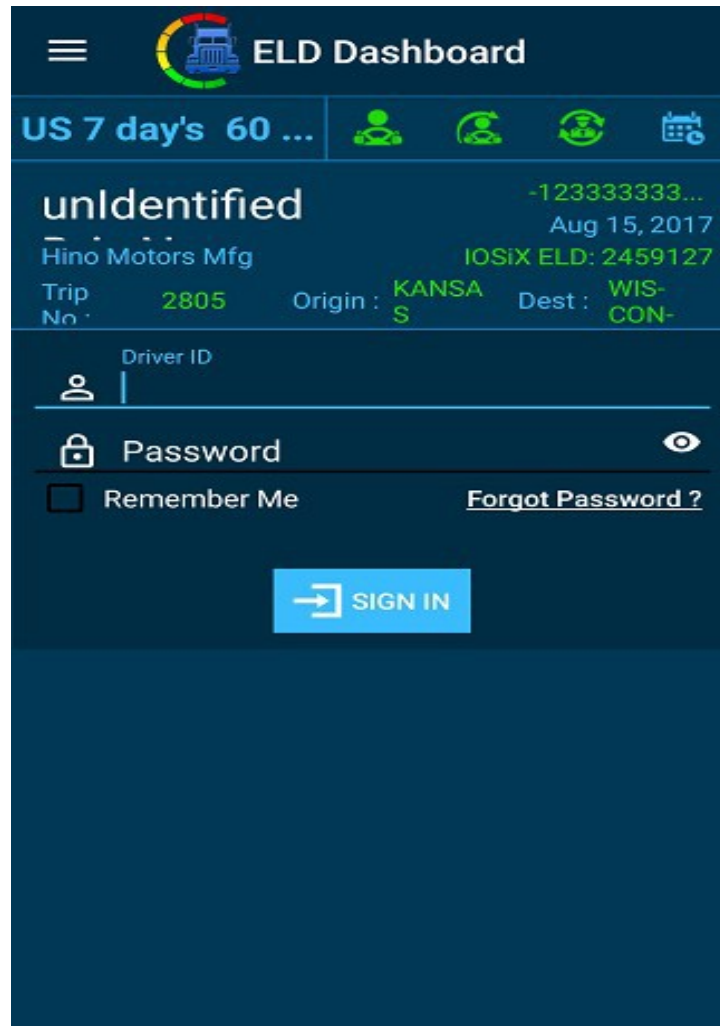
Trip Type : pre-trip  
Entry Date : 03-28-2018  
Odometer : 100  
Remarks : vvuiibiobn  
Accessories  
Body, Brake Accessories, Brakes, Service, Clutch, Engine

The DVIR report of each individual Truck number can be viewed inside the Get List by selecting required truck number.



## 10. SIGN-OUT & SIGN-IN PAGE

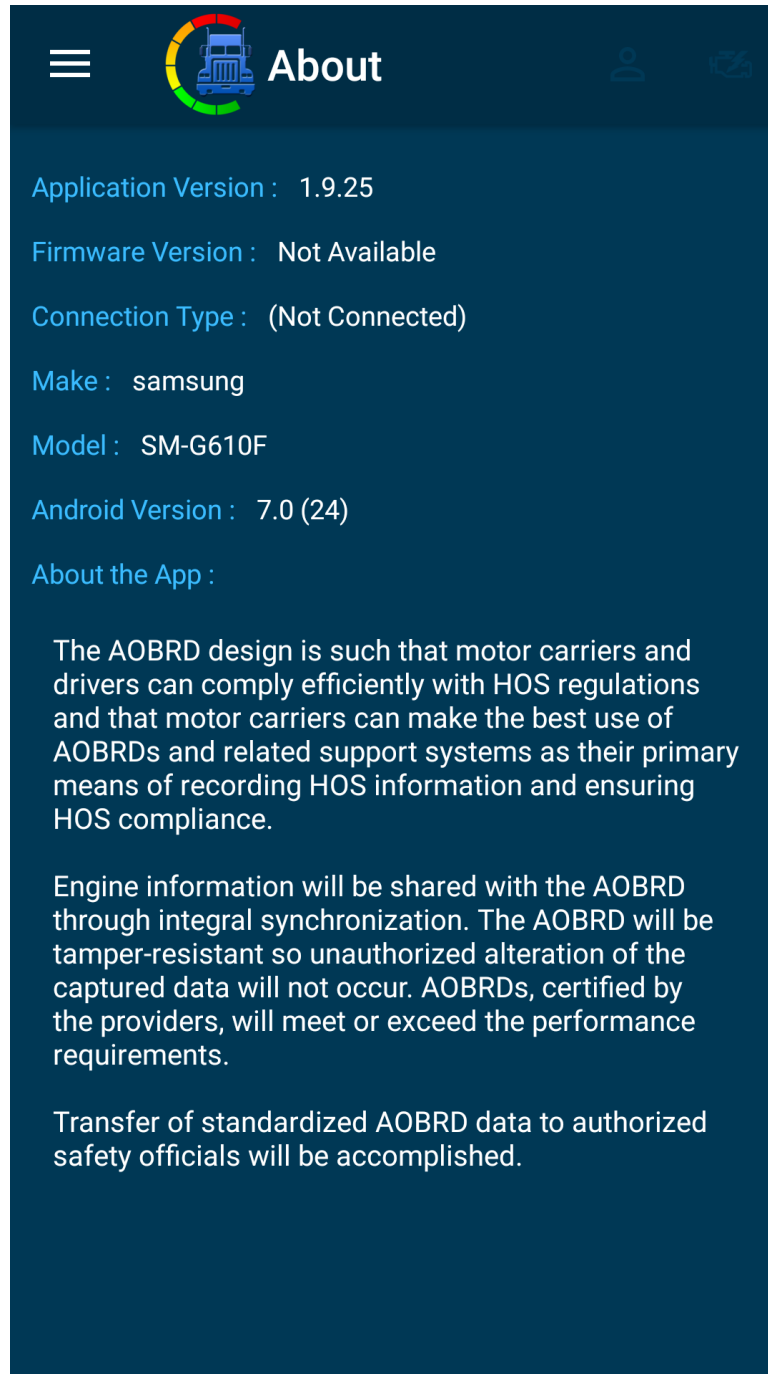
**Sign out/Sign in:** By clicking the top left menu icon where you can sign out. Once you are done with a sign out you can follow the same procedure by clicking the top left menu where you can sign in again.



The screenshot shows the ELD Dashboard sign-in page. At the top, there is a menu icon (three horizontal lines) and the ELD Dashboard logo. Below the logo, there is a status bar showing "US 7 day's 60 ..." and several icons representing different functions. The main section displays the user's status as "unidentified" with a phone number "-123333333..." and the date "Aug 15, 2017". Below this, it shows the manufacturer "Hino Motors Mfg" and the IOSIX ELD number "2459127". The trip information includes "Trip No.: 2805", "Origin: KANSAS", and "Dest: WISCONSIN". There are input fields for "Driver ID" and "Password". A "Remember Me" checkbox is present, along with a "Forgot Password?" link. A large blue "SIGN IN" button is at the bottom.

## 11. ABOUT AOB RD

Shows the brief description of AOB RD Product, function, Application version and Latest Firmware version installed.



## 12. APP QUICK HOW – TO'S

- α. How do I ensure I am connected to the device?
  - After you have added your drivers on [www.simpletruckeld.com](http://www.simpletruckeld.com), remove the AOBDR from the package and plug it into your ECM or comport. On your smartphone or tablet, download the Simple Truck AOBDR app and login with your Driver ID and password. Once you switch the engine on, you will be able to see the AOBDR hardware turning on and a blue light visible. After a few minutes the light will change to green and be stable during the entire drive time. After being on for a few minutes, your app will show details like VIN number, date, name, and AOBDR SSID.
  - \*iPhone users: After logging in, select your Wi-Fi and select IOSIX. When you are prompted to enter a password, enter "deadbeef77".
  - \*Samsung users: Go to phone Settings-> Connections-> Wi-Fi or Settings -> Wi-Fi. Choose "Advanced" and turn off "Smart Network Switch" setting.
- β. How do I change my duty status?
  - On the left-hand side of the app, you will see your current duty status, listed as "Driving." Click the current status to change it to "Off Duty," "On Duty Not Driving," or "Sleeper Berth." When you wish to change back, click your status again to select the appropriate status.
- χ. How long can I drive before the AOBDR moves me into Driving status?
  - After driving for five minutes, the app will alert you that the engine is engaged and will ask if you would like to switch to Driving status, or stay in On Duty Not Driving/Off Duty/Sleeper Berth status. You have one minute to respond manually. If you have not responded after one minute and you are still driving, the app will automatically switch you into Driving status.
- δ. How long can my engine idle before the AOBDR moves me into On Duty Not Driving status?
  - After idling for five minutes, the app will alert you that the engine is idling and will ask if you would like to switch to On Duty Not Driving Status, or stay in Driving status. You have one minute to respond manually. If you have not responded after one minute and you are still idling, the app will automatically switch you to On Duty Not Driving status.
- ε. How do I record my 30-minute break?
  - On the left side of the app, you will see your current duty status, listed as "Driving" or "On Duty Not Driving." Click the current status to change it to "Off Duty." When you have completed your break, select the status "Off Duty" to change back into "Driving" or "On Duty Not Driving" status.
- φ. What should I do at the end of the day?
  - At the end of the day, you will change your duty status to Off Duty or Sleeper Berth. To do so, click your current duty status, "Driving" or "On Duty Not Driving" and change it to the desired status. At the beginning of the next day, you change it back to the new status to start your day.
- γ. How do I set an alarm to warn of impending violations?
  - You do not need to set an alarm. Once you or your company creates a driver profile in the back-office dashboard and selects what hourly rulesets you use to set your week, this automatically sets the app to warn you of any impending violations.
- η. How do I record when I use my truck for personal use or yard moves?
  - On the right side of the app, you will see your current driving mode, listed as "Default". Click the blue "MoD" button in the center change your mode of driving to

“Personal” or “Yard Moves.” You will need to enter a comment regarding the change of mode. When you have completed your personal use or yard moves and are ready to switch

back to work use, click the blue "MoD": button again and enter an appropriate comment to switch.

- i. Do Personal Moves or Yard Moves adversely affect my 34 hour off time?
  - No. Personal Moves and Yard Moves are not considered in Hours of Service.
- φ. What parts of my logs can I edit?
  - You can only edit the duty status of your logs. You cannot change the length of time, location, or any other aspect of your logs.
- κ. How can I edit my logs?
  - On the left side menu, select Self Inspect. Choose any log, then click the Edit button (pencil icon) in the top right corner of the app. This will allow you to change the duty status of the selected log.
- λ. Can the back office edit my logs for me?
  - No. The driver logs can only be edited by the driver.
- μ. What is self-certification?
  - Self-certification is making sure that all of your logs are correct and making sure they are ready to send to the FMCSA. **THIS DOES NOT SEND YOUR LOGS TO THE FMCSA.**
- ν. How do I complete my self-certification?
  - On the left side menu, select Certify. You will see a list of Pending logs that require certification. Select the log you wish to certify, enter any comments, check the box to certify that your entries are true and correct, and click agree. This will move the log to list of Certified logs.
- ο. Can I self-certify more than once?
  - Yes. If you see in a certified log that you have made an error and need to correct it, you can certify that log again.
- π. Can the back office certify my logs for me?
  - No. The driver logs can only be certified by the driver.
- θ. How do I complete my pre and post trip inspections?
  - On the left side menu, select DVIR. Then select the blue "Pre/Post" button. You will be asked to submit the pre-trip or post-trip report; you will see the carrier name, address, date, time, truck number, and odometer reading. You are required to manually enter the trailer number. Check the boxes of any items that need attention. In the Remarks section, select the check box for that status that fits your inspection and add your comments (this is mandatory). Finally, sign and save.
- ρ. How do I input my load/trip information?
  - On the left side menu, select Load Sheet. Then select the blue "+Add Load Sheets" button on the right side. You can add your load information, including date, load type, origin, destination, driver and co-driver, vehicle type, and trailer number. By clicking "Add Consignment" you will proceed to the next screen where you will add your shipper details, including shipper name, address, zip code, city, and state. You will also add consignment details including billing date, description, packing type, quantity, weight, delivery notes, and P.O. number. Finally, add the consignee details, including the consignee name, address, zip code, city, and state. The load sheet information will now be available on the main Load Sheet screen. Once you select the required load sheet, you can edit it or select it so that your load information is available on the main home dashboard so you can track your trip. When you are done with your trip, you can select the respective load sheet and remove it from the dashboard.

