



**SMART TRUCK ELD
ANDROID APP USER MANUAL FOR DRIVERS**



Revision Table

Revision No	Date	Release Description	Author
0	19/10/21	App user manual	Smart Truck ELD Team



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Revised on 19/10/2021

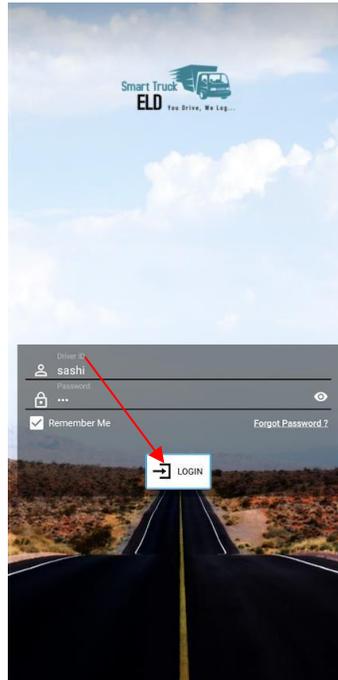
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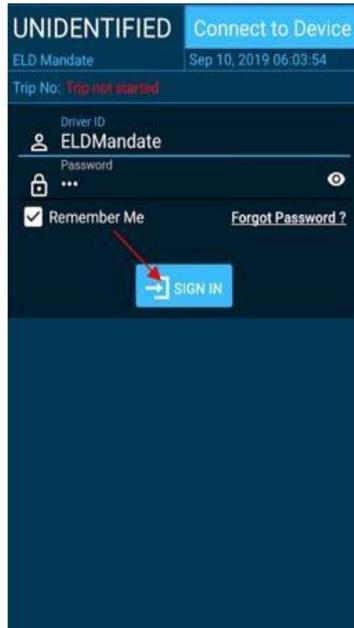
1. LOGIN CREDENTIALS

1.1 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 on .
- To automatically display the password next time you login, check the Remember Me check box. Click on LOGIN button.

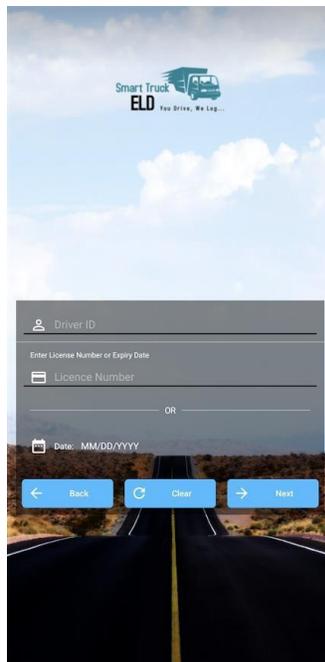


After app installation, If driver has logged in and logged out once, next time the login page will be displayed as unidentified profile. In Unidentified Profile also you can follow the same process to Login.



1.2 Forgot password

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





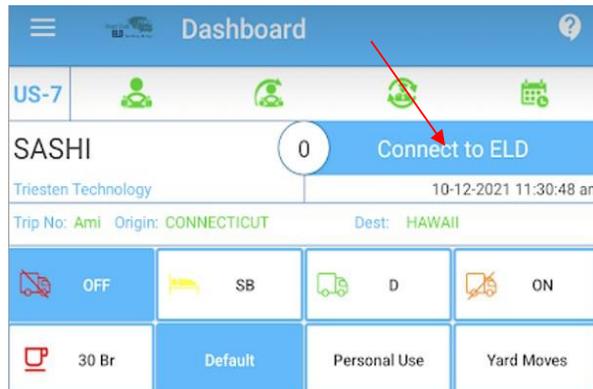
In Unidentified Profile also you can follow the same process using Forgot Password link to generate Password.

A screenshot of a mobile application interface for an ELD system. The top header is dark blue with 'UNIDENTIFIED' in white on the left and 'Connect to Device' in white on the right. Below the header, 'ELD Mandate' is on the left and 'Sep 10, 2019 06:03:58' is on the right. A red error message 'Trip No: Trip not started' is displayed. The main section is titled 'Driver ID' with a person icon and a red arrow pointing to it. Below this is the instruction 'Enter License Number or Expiry Date'. There are three input fields: 'Licence Number' with a document icon, 'Date: MM/DD/YYYY' with a calendar icon, and a 'Date' field. At the bottom, there are three blue buttons: '← BACK', '↻ CLEAR', and '→ NEXT'.



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 ELD and the home page will look as shown below. The VIN number and ELD name will be displayed in green text above the date.



2.1 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, ELD no. is displayed in green and Drivers home terminal time is displayed below that.
- Balance driving hours for the day displayed on the left and Balance Duty hours for the week on the right respectively.



2.1.1 VIN Selection

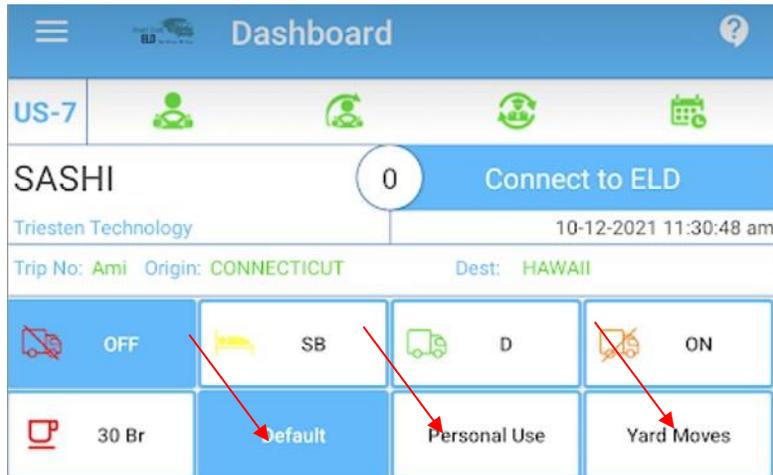
In Some case trucks may not stream the VIN. In order to resolve this,



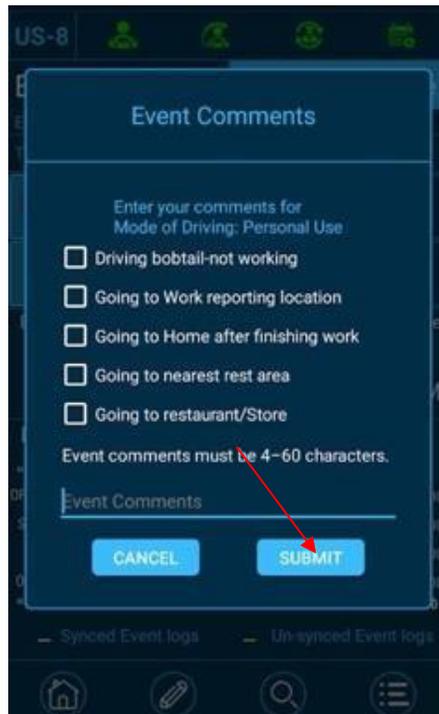
- Login into Smart Truck ELD website.
- In the dashboard from the left menu click "My fleet".
- Click "Add Fleet" pop up screen opens.
- Please fill in the VIN, Plate number and Truck no and click "Save".
- Continue steps a-d, if you have more than one truck.
- Now when you login from the APP, when the 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 a part of the data stream from the truck.

2.1.2 Mode of driving

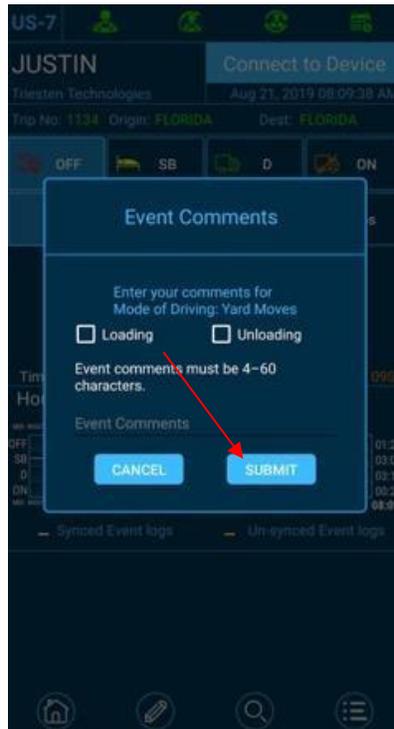
- In the ELD Dashboard screen, click to select the Driver mode of driving.
- In the Mode of driving Strip, select Default to access all the duty status (off duty, Sleeper Berth, Driving, On duty, Waiting Time).
- Once the Driving Mode has been selected, you can select duty of driving accordingly Comments dialog box appears.



- d. 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.
- e. You can view the following Event Comments popup for Personal Use.



- f. You can view the following Event Comments popup for Yard Moves.



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

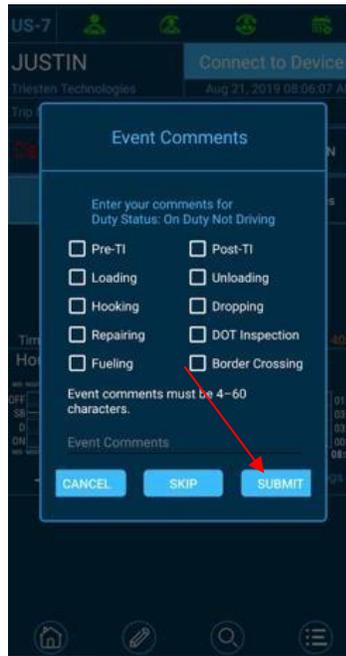
 <p>NOTE</p>	<p>The following categories are available:</p> <p>Default – Select for on duty driving</p> <p>Personal Use – Select for personal use</p> <p>Yard Moves – Select for yard shuttle service</p>
 <p>NOTE</p>	<p>If you select Default, the Duty of Status dialog box is enabled. You can choose an appropriate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

2.1.3 How to select Duty of Status

- a. Click on the appropriate Duty of Status.
- b. The selected Duty of Status is displayed on the ELD Dashboard



- c. You can view the following Event Comments popup for On Duty Not Driving duty status.



2.1.4 Vehicle status

For example, if your duty status is in driving, but the vehicle is idle more than 5 minutes, the vehicle status displays a pop up message to suggest you to change your driving status.



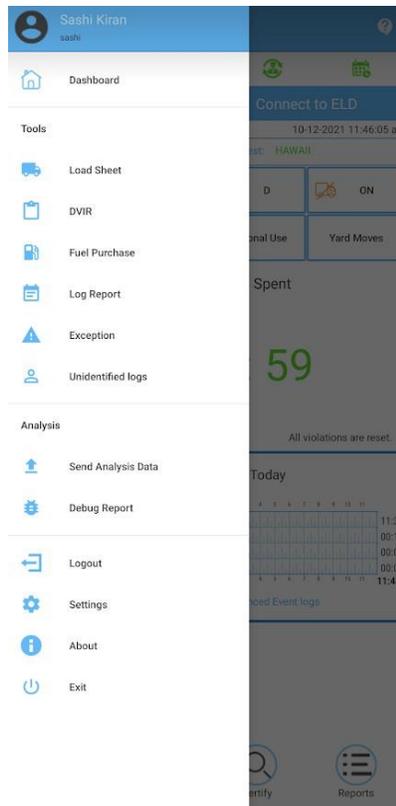


3. MENU PAGE

Menu page contains all the app features like Notifications, Load Sheet, DVIR, Fuel Purchase, Log Report, Exception.

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.

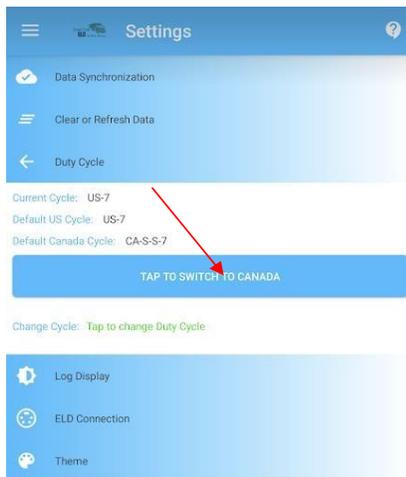




4. Driver Duty Limitation



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 12 types of driving limitations. You can switch to Canada rule from default rule by using switch option from Settings on the left side menu.





- a. **US 7 Day's 60 Hours:** It is the rule of driving 60 hours a week which you selected from the Smart Truck ELD website.
- b. **US 8 Day's 60 Hours:** It is the rule of driving 70 hours a week which you selected from the Smart Truck ELD website.
- c. **100 Air Miles:** Rule indicates that the driver is driving within 100 mile radius of their yard or main office.
- d. **150 Air Miles:** Rule indicates that the driver is driving within 100 mile radius of their yard or main office.
- e. **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.
- f. **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.
- g. **Ground Water 7 Days 60 Hours**
- h. **Ground Water 8 Days 60 Hours**
- i. **Passenger 8 Days 60 Hours**
- j. **Passenger 7 Days 60 Hours**
- k. **Canada 7Days 70 Hours**
- l. **Canada 14Days 120Hours**

5. VIOLATION STATUS

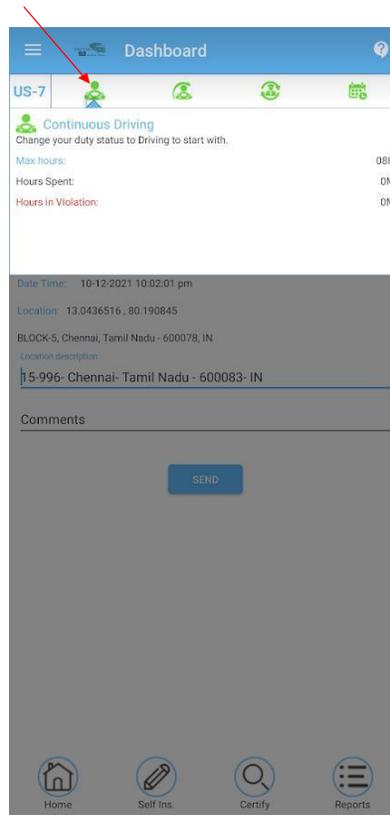
You can view your violation status via the four primary sub icons located in the top row of the app.





5.1 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 Smart Truck ELD website.

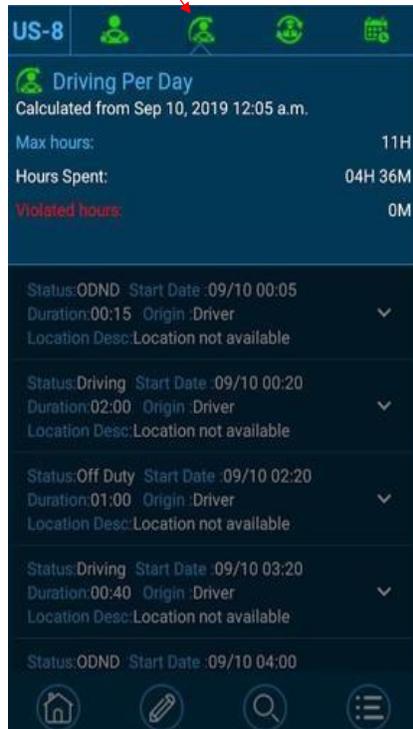


- Hours spent:** Summary of total continuous hours driven per day.
- Max Hours:** As per the rule of continuous driving is allowed on the basis of duty of limitation which you select.
- Violated Hours:** Shows the number of hours driven more than the rules.



5.2 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 Smart Truck ELD website.

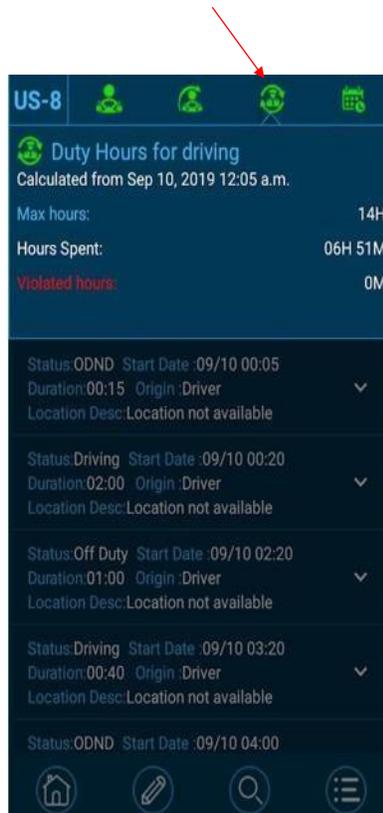


- Hours Spent:** Summary of total driving hours per day.
- Max Hours:** As per the rule of driving is hours allowed on the basis of duty of limitation which you select.
- Violated hours:** Shows the number of hours driven more than the rule.



5.3 Duty Hours

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

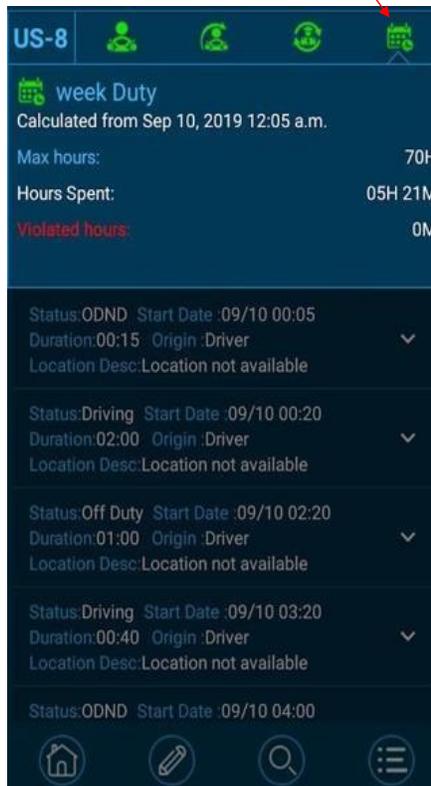


- a. **Hours Spent:** Summary of total driving and on duty hours per day.
- b. **Max Hours:** As per the rule of duty hours is allowed on the basis of duty of limitation which you select.
- c. **Violated hours:** Shows the number of hours driven more than the rule.



5.4 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 Smart Truck ELD website.



- Hours Spent:** Summary of total driving and on duty hours for the week.
- Max Hours:** As per the rule of weekly hours is allowed on the basis of duty of limitation which you select.
- Violated hours:** It shows the number of hours driven more than the rule.

5.5 Violation Icon Behaviour



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 to 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.



6. SELF-INSPECT MENU

The dashboard of Self Inspection page contains Driver name, Truck VIN details, Date, ELD details, Company name, Trip number, origin, and destination.



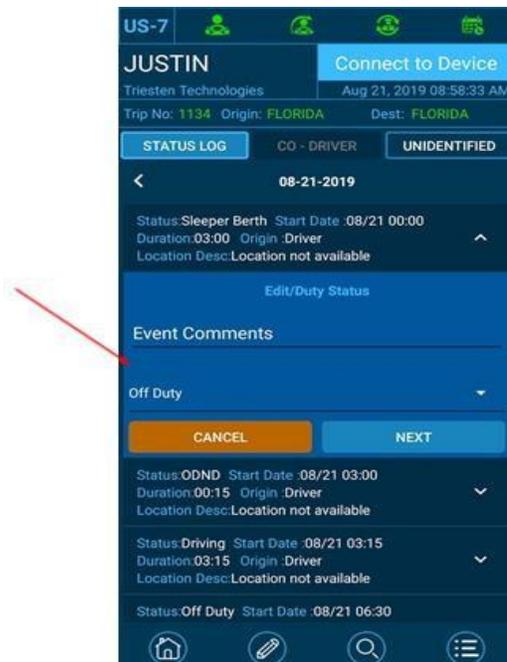
6.1 Status Logs

- STATUS LOG:** By selecting the status log button, it displays **Duty status logs** of the driver on the present day.
- UNIDENTIFIED:** When you sign out the app and reopen the app it goes to the unidentified profile. You can change the duty status in unidentified profile. Later you can assign the unidentified logs to your account by using this unidentified button. Just select the unidentified logs and click the floating action button and assign the logs to your account.



6.2 Edit Status Logs

If you click an event, you will get the option to edit the logs. Once you click Edit button, you can view the Duty Status button to change the status of driving such as Off Duty, Sleeper Berth, Driving and On Duty Not Driving. Select the option which you want to change or edit accordingly.

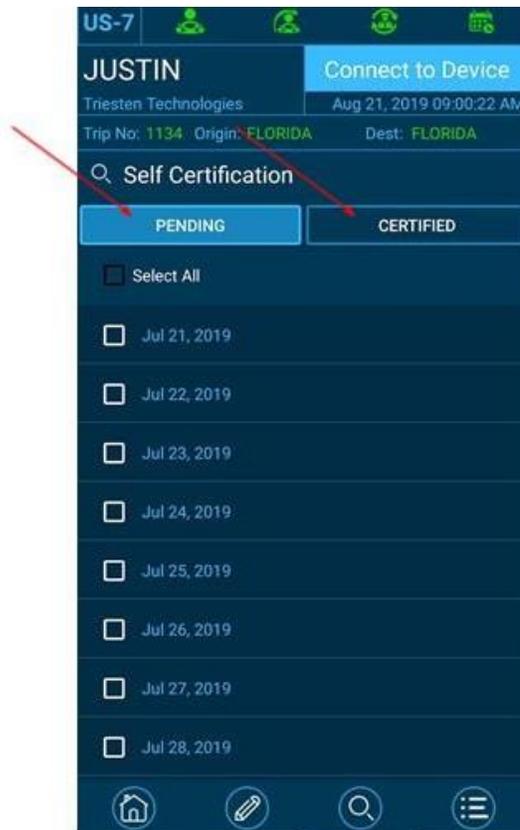




7. SELF-CERTIFIED MENU

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

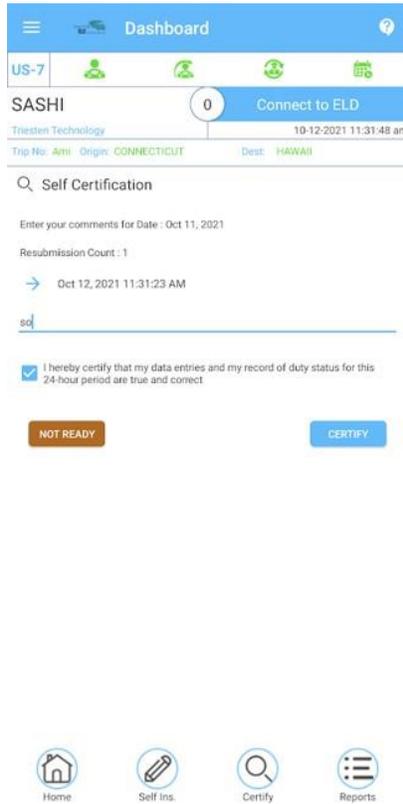
Certify primarily contains PENDING and CERTIFIED details.



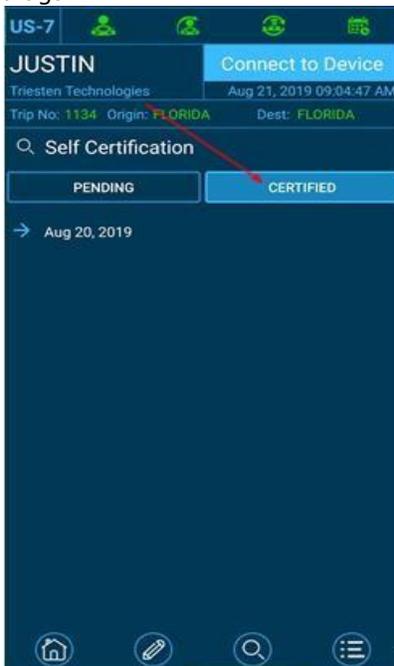
- a. **PENDING:** When you select the pending button, it displays the message which indicates the particular self-certified items for a specified date that were not completed.

For **example**, if you did not self-certify 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 certify. Then it will reflect in the certified menu.

After entering comments for a particular Pending self certified record, You can view that under the Certified button.



- b. **CERTIFIED:** By selecting "Certified" 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.





8. REPORT MENU

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

The screenshot shows the 'Dashboard' screen of the Smart Truck ELD mobile application. At the top, there is a blue header with a menu icon, signal strength, 'Dashboard', and a help icon. Below the header, there is a status bar with 'US-7' and a 'Connect to ELD' button with a '0' notification. The main content area displays the driver's name 'SASHI' and a 'Connect to ELD' button. Below this, there is a section for 'Roadside Inspection' with a checklist icon. Two buttons, 'WEB' and 'EMAIL', are provided for submission. The form fields include: 'Date Time: 10-12-2021 10:01:55 pm', 'Location: 13.0436516, 80.190845', 'BLOCK: 5, Chennai, Tamil Nadu - 600078, IN', and 'Location description: 15-996- Chennai- Tamil Nadu - 600083- IN'. A 'Comments' section is present with a 'SEND' button. At the bottom, there is a navigation bar with icons for 'Home', 'Self Ins.', 'Certify', and 'Reports'.

We have 2 ways of submitting logs to FMCSA via WEB and EMAIL by selecting the either one of it, fill the Location description and comments and then click send button.



9. TRIP/LOAD SHEET MENU

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



9.1 Add Load Sheet

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

Note: You can add your co- driver if required or you can leave it blank.



Load Sheet Form ADVANCED

Load Number: 200

Truck Number: 1111 Trailer Number: 101

Shipper name and Commodity or BL No: Priya

Odometer Reading in Miles: 350.0

Origin: US Destination: US

MAINE IDAHO

City: test city City: Test Behind

Date: 10/08/2021

Co Driver: xyz abc - xyzabc

Cancel Save

9.2 Add Consignment

- By clicking Plus button(+), it will proceed to next screen where you need to fill **shipper details**.

Shipper Info

Select Shipper ▼ +

Address :

City : Zip Code :

State : Country :

Cancel Save



To **Add Shipper Details**: Enter Shipper name, Country, Zip Code, City and Address. Click Save to proceed.

A screenshot of a mobile application form for adding shipper details. The form has a dark blue background with white text. It contains five input fields: 'Shipper's Name', 'Select a Cou..' (with a dropdown arrow), 'Zip Code', 'City', and 'Address'. At the bottom, there are two buttons: a red 'Cancel' button and a blue 'Save' button.

Note: You can't edit Shipper details once you have saved via App but you can edit through Smart Truck ELD website.

b. Consignment Info: Here enter consignment details such as Billing date, Description, Packing type, Quantity, Weight, Delivery notes and P.O Number.

A screenshot of a mobile application form for entering consignment information. The form has a dark blue background with white text. It is titled 'Consignment Info:' and includes several fields: 'BL Date: Click to Choose', 'B/L', 'P.O Number', 'Commodity', 'Select Packa..' (with a dropdown arrow), 'Quantity', 'Weight' (with a sub-label 'WEIGHT IN LBS' and a value of '0.0'), and 'Delivery Notes'. Below these fields is a section titled 'Consignee Info' with a 'Consignee Name' field. At the bottom, there are two buttons: a red 'Cancel' button and a blue 'Save' button.



- c. **Consignee Info:** Here enter consignee details such as Consignee Name, Address, Country, City, State and Zip Code.

Consignee Info

Consignee Name

Address

Select a Cou..

City Zip Code

After filling 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.

Load Sheet List

+ NEW

Trip No : 1004
Date : 09/13/2019

Load Sheet

Trip No: 1004 Date: 09/13/2019
Org : Springfield, MISSOURI, US 05:30:00
Dest : Chicago, ILLINOIS, US

Do you wish to start the trip?

Yes No

OR

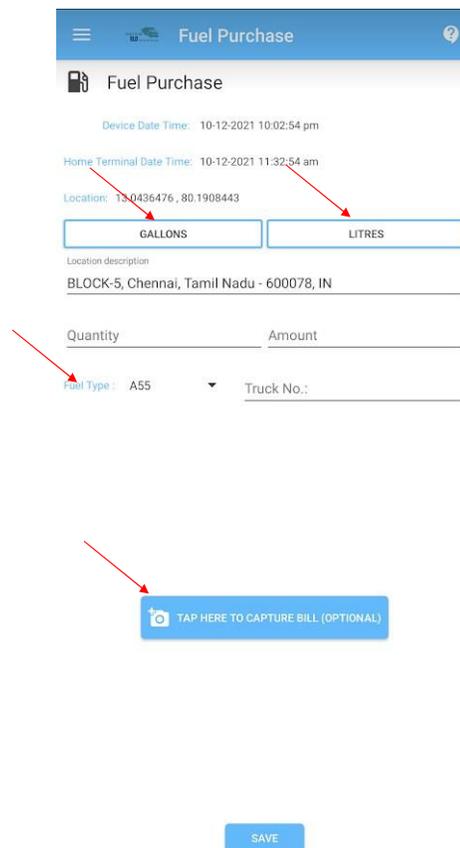
Edit



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

10. FUEL PURCHASE

- Fuel Type  Select your fuel type from dropdown.
- Gallons / Litres  Enter the Gallons / Litres purchased.
- Amount  Enter the Gallons / Litres amount.
- Capture Bill  You can take a picture of your Fuel Receipt and our app saves it



The screenshot shows the 'Fuel Purchase' app interface. At the top, there is a blue header with a menu icon, the app name 'Fuel Purchase', and a help icon. Below the header, there is a section for 'Fuel Purchase' with a device icon. The interface displays the following information and controls:

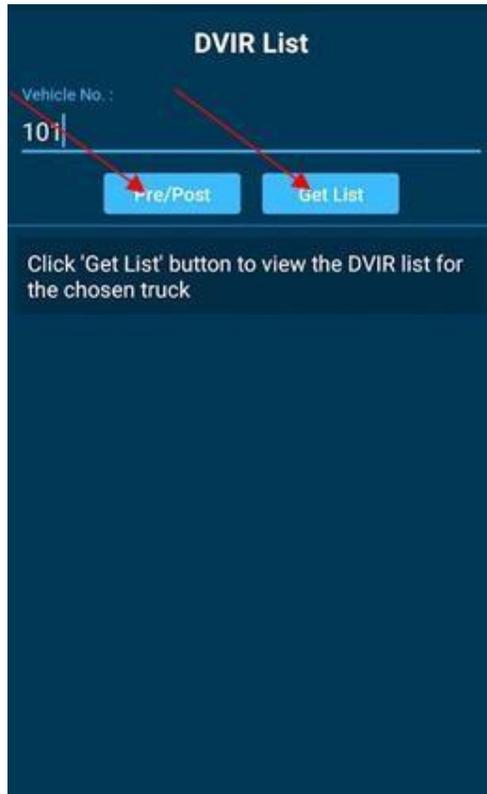
- Device Date Time: 10-12-2021 10:02:54 pm
- Home Terminal Date Time: 10-12-2021 11:32:54 am
- Location: 13.0436476, 80.1908443
- Two buttons: GALLONS and LITRES
- Location description: BLOCK-5, Chennai, Tamil Nadu - 600078, IN
- Quantity and Amount input fields
- Fuel Type: A55 (dropdown menu)
- Truck No.: (input field)
- A blue button with a camera icon and text: TAP HERE TO CAPTURE BILL (OPTIONAL)
- A blue button with text: SAVE

Red arrows in the image point to the Location field, the GALLONS and LITRES buttons, the Fuel Type dropdown, the TAP HERE TO CAPTURE BILL button, and the SAVE button.



11. DVIR Menu

Driver Vehicle Inspection Report (DVIR) primarily contains "Pre/Post" and "Get List".





11.1 Pre-Trip

Pre-trip is a mandatory report which need to be checked and signed before you begin your trip.

- By clicking Pre/Post button, it will ask to submit pre trip report, where you can find carrier name, address, date, time, Truck number, VIN, Plate No, Location Comments and odometer reading (it will reflect current odometer reading automatically).
- You are 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 Smart Truck ELD website.



← DVIR Form

SCHEDULE1

Air Brake System

Minor Defects:

- SLOW AIR PRESSURE BUILD-UP RATE
- AUDIBLE AIR LEAK

Major Defects:

- PUSHROAD STROKE OF ANY BRAKE EXCEEDS THE ADJUSTMENT LIMIT
- INOPERATIVE TOWING VEHICLE PROTECTION SYSTEM
- AIR LOSS RATE EXCEEDS PRESCRIBED LIMIT

Cab

Minor Defects:

- OCCUPANT COMPARTMENT DOOR FAILS TO OPEN

Major Defects:

- ANY CAB OR SLEEPER DOOR FAILS TO CLOSE SECURELY

Cargo Securement

Minor Defects:

- INSECURE CARGO

Accessory

← DVIR Form

C-TPAT

Tractor

- Faring / Roof
- Compartments/sleeper
- Fuel Tanks/interior Cab
- Battery Box/Air breather
- Doors/ Tools compartments
- Bumper/Tires/Rims

Trailer

- Doors / Floor
- Rear Bumper
- Exterior- Front / Sides
- Skid Plate
- Check natural compartments
- 5th wheel Area

Trailer cont'd

- ABS Light

Accessory

- d. In the **Defect status**, you have to select any one of the three radio buttons which are suitable and you have to add your comments (entering comments is mandatory) under the **Remarks field**. Finally, the driver has to **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.

← DVIR Form

- ABS Light
- Doors Outside/ undercarriage
- ceiling / Roof Inside & outside
- Front Wall / Left side / Left side

Defect Status

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

Remarks

All good

Inspection Conducted by ELDMandate Test I, ELDMandate Test, declare that the vehicle(s) listed has (have) been inspected in accordance with SCHEDULE1.

UPDATE DRIVER SIGN

Accessory

SUBMIT



11.2 Post-Trip

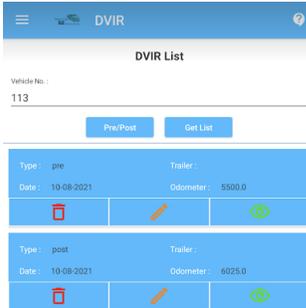
Post-trip is a mandatory report checked and signed after reaching the destination.

- When clicking Pre/Post button, it will ask to submit pre-trip report, where you can find carrier name, address, date, time, Truck number, VIN, Plate Number and odometer reading (it will reflect current odometer reading automatically).
- Trailer number which is entered manually and it is mandatory.
- The **accessories list** contains 22 mandatory individual items to check during post-trip. You can add additional accessories using the Smart Truck ELD website.
- In the **Defect Status**, you must select any one of the three radio buttons which are suitable and you have to add your comments (entering comments is mandatory) under the **Remarks Field**. Finally, the driver must **sign and save**.
- Once the required post-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.



11.3 GET LIST

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



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

By Clicking on Delete button, You can delete the record.



By clicking the View Button, You can view the Company Details, Form Details , Truck details, Trailer details and Driver details associated with that particular record.



← DVIR

Company Details

Name: Triesten Technology
Address: rolling meadows
DOT No.: 123456898

Form Details

Date: 10/08/2021 Type: pre
Odometer Reading: 5500.0
Defect Status: Below defects need not to be corrected for safe operation of vehicle
Remarks: hhhhh

Bus Details

Bus No.: 113 Plate No.: 123
VIN: 3AKJ9H0R6J3M0586
Registration State:
Accessories:

Trailer Details

Trailer No.: Plate No.:
VIN: -
Trailer Seal No.:
Registration State: -

Driver Details

12. SIGN-OUT & SIGN-IN PAGE

Sign out/Sign in: By clicking the top left menu icon you can find an option to 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.

UNIDENTIFIED Connect to Device

Triesten Technologies Aug 21, 2019 11:37:06 PM

Trip No: Trip not started

Driver ID

Password 🔍

Remember Me [Forgot Password?](#)



13. LOG REPORT

Log Report : In Log Report you can view 3Tabs Header, Chart and Events.

- a. Header - You can view the Current Location, Driver, Co-Driver, Vehicle, ELD and Carrier details.
- b. Chart – It displays the Hours Of Service of drivers in chart view(graphical representation).
- c. Event Logs – It displays the details of each event like Event start time, Location, Odometer, Eng Hours, Origin, Event Type/Status, and Event Comments. It will display the violation related information if the driver exceeds the duty limitations.



Log Report

10-12-2021

HEADER				
Record Date	US DOT #	Driver Licence Number	Driver Licence State	ELD ID
12-Oct-2021	123456898	159357	ILLINOIS	-
Time Zone	Driver Name	Co-Driver Name	ELD Manufacturer	Shipping Id
IST	Kiran, Sashi	-	Smart Truck ELD	Ami
24 Period Starting Time	Driver ID	Co-Driver ID	Truck Tractor ID	Unidentified Driver Record
-	sashi	-	1111	Yes
Carrier	Start End Odometer	Miles Today	Truck Tractor VIN	Exempt Driver Status
Triesten Technology	0.0 - 0.0	0.0	ASDF123456789ASDF	No
Current Location	Home Terminal			Print/Displa

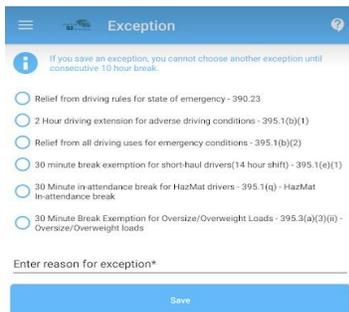


You can share the Log report by entering the desired email and clicking on send.



14. EXCEPTION

The driver can select the following exceptions. Once he chooses and saves the exception, it will Automatically reset after 10 hours consecutive break. If any exception is enabled the driver can't choose another exception.



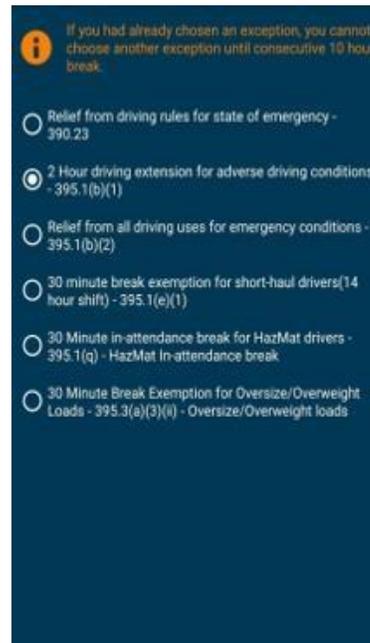
Exception

If you save an exception, you cannot choose another exception until consecutive 10 hour break.

- Relief from driving rules for state of emergency - 390.23
- 2 Hour driving extension for adverse driving conditions - 395.1(b)(1)
- Relief from all driving uses for emergency conditions - 395.1(b)(2)
- 30 minute break exemption for short-haul drivers(14 hour shift) - 395.1(e)(1)
- 30 Minute in-attendance break for HazMat drivers - 395.1(q) - HazMat In-attendance break
- 30 Minute Break Exemption for Oversize/Overweight Loads - 395.3(a)(3)(ii) - Oversize/Overweight loads

Enter reason for exception*

Save



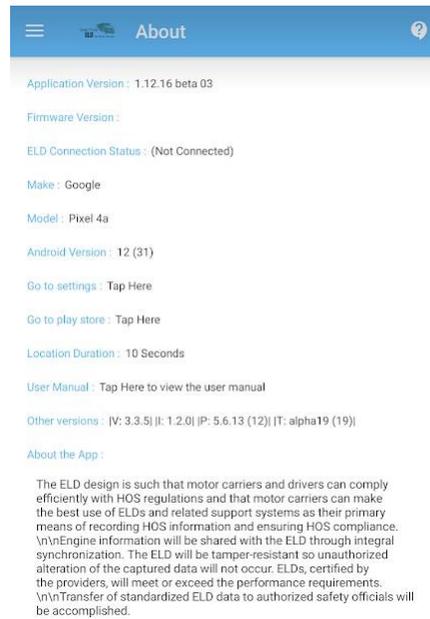
If you had already chosen an exception, you cannot choose another exception until consecutive 10 hour break.

- Relief from driving rules for state of emergency - 390.23
- 2 Hour driving extension for adverse driving conditions - 395.1(b)(1)
- Relief from all driving uses for emergency conditions - 395.1(b)(2)
- 30 minute break exemption for short-haul drivers(14 hour shift) - 395.1(e)(1)
- 30 Minute in-attendance break for HazMat drivers - 395.1(q) - HazMat In-attendance break
- 30 Minute Break Exemption for Oversize/Overweight Loads - 395.3(a)(3)(ii) - Oversize/Overweight loads



15. ABOUT ELD PAGE

By clicking the top left menu About ,you can see the brief description of ELD Product, function, Application version and Latest Firmware version installed.





16. APP QUICK HOW – TO'S

- a. How do I ensure I am connected to the device?
 - After you have added your drivers on Smart Truck ELD website, remove the ELD from the package and plug it into your ECM or comport. On your smartphone or tablet, download the Smart Truck ELD app and login with your Driver ID and password. Once you switch the engine on, you will be able to see the ELD 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 ELD SSID.
- b. 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.
- c. How long can I drive before the ELD 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.
- d. How long can my engine idle before the ELD 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.
- e. 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.
- f. 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.
- g. 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.
- h. 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.
- j. 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.
- k. How can I edit my logs?
 - On the left side menu, select Self Inspect. Choose any log, you will get an option to edit the status. This will allow you to change the duty status of the selected log.
- l. Can the back office edit my logs for me?
 - Yes. The back officer can edit the driver logs and send the accept/deny request to the driver, Once the driver accepted the request the changes will be reflected in the driver's log.
- m. 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.**
- n. 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.
- o. 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.
- p. Can the back office certify my logs for me?
 - No. The back office cannot certify the logs.
- q. 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.
- r. 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.