



# User Manual



REV 6/8/18

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Zonar products and services are protected by one or more of the following US patents: 6,502,030; 6,671,646; 6,804,626; 7,048,185; 7,117,121; 7,362,229; 7,557,696; 7,564,375; 7,680,595; 7,769,499; 7,808,369; 7,944,345; 8,106,757; 8,400,296; 8,736,419; 8,810,385; 8,914,184; 8,918,229; 8,972,097; 8,972,179; 9,092,968; 9,170,913; 9,229,906; 9,230,437; 9,280,435; 9,292,978; 9,358,986; 9,384,111; 9,412,282; 9,424,696; 9,489,280; 9,527,515; 9,563,869; 9,607,464; 9,747,794; 9,787,950; 9,805,538; 9,815,681; 9,828,233; 9,856,129; 9,858,462; and 9,881,432. Zonar products and services are also protected under Canadian patents 2,458,050 and 2,478,303; as well as European patent EP 1573427.



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Zonar's Electronic Logging Solution is certified to be in compliance to the requirements of title 49 CFR 395 Electronic Logging Devices and Hours of Service Supporting Documents; Final Rule published by the United States Federal Motor Carrier Safety Administration (FMCSA) in effect at the time of its commercial release. Certification procedure follows the guidelines set forth by the Electronic Logging Device (ELD) Test Plan and Procedures published by the FMCSA.

  
Authorized By: \_\_\_\_\_

**Fred Fakkema**

*Vice President, Compliance*



Certificate of Compliance

## First-Time Boot-Up

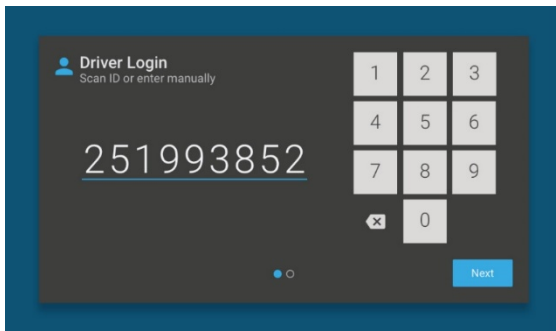
Typically, the installation technician performs the first-time boot-up, downloads and installs any necessary updates, and accepts the license agreements for the software.

The first time the tablet boots up after all software and applications are installed, the device performs a series of internal checks and tests to ensure that it is ready for use. The tablet checks for cellular connection (GSM) and if established, updates the Organization and Asset Profiles. If the Navigation application is installed, the navigation warning message displays and needs to be accepted before continuing on. Next, the license agreement is displayed and also needs to be accepted. The Log In screen will then display, prompting for a Driver ID and PIN.

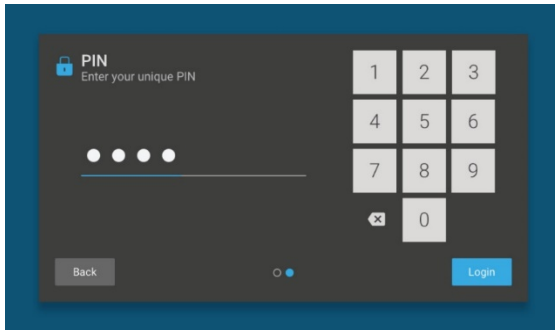
## Logging In

It is important to follow these steps before **ANY** movement of the vehicle occurs to avoid unidentified driving events and to ensure all driving is properly accounted for. Logging into the tablet ensures the logs are recorded and stored with the proper driver's profile.

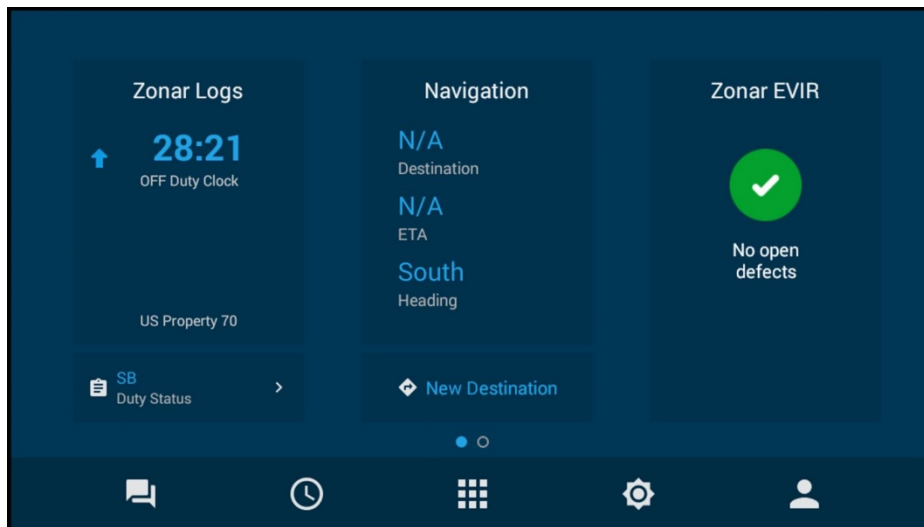
1. Turn on the power for the tablet.
2. On the Driver Login screen, enter your driver ID or scan your driver card and tap **Next**.



3. Enter your PIN and tap **Login**. This number is provided by the motor carrier before first use of the device.  
**Note:** Driver Login ID and PIN is unique for the driver and should not be shared with anyone.



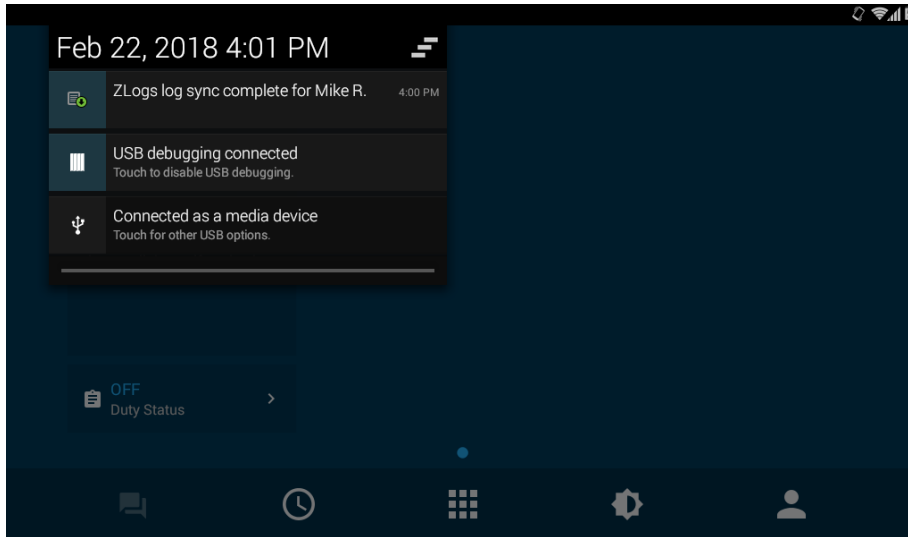
4. On the tablet home screen (pictured below) tap the **Zonar Logs** application tile to launch the ELD application.



5. Start the vehicle engine.
6. Update the Duty Status.
7. Enter the optional Shipping ID or Trailer Information.
8. Begin driving.

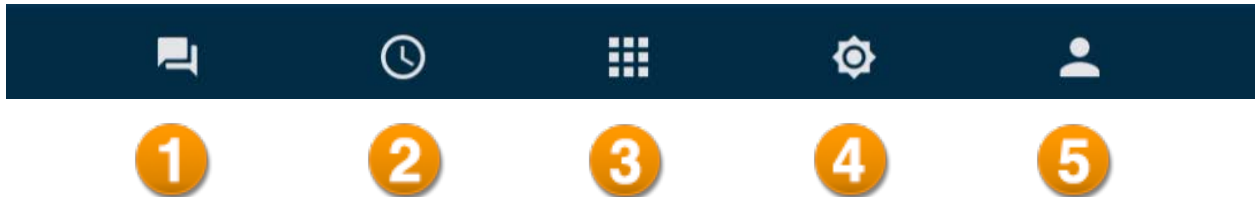
## Log Sync

When you log in to the tablet a log sync message is displayed.



## Home Screen Overview

The tablet home screen allows for quick access to applications and All Apps. Buttons on the bottom of the tablet home screen have various functions.



1. **Messaging** – Allows you to access the Messaging application with the Inbox, Outbox, Unread and Sent Messages, and Forms.
2. **Clock** – The tablet clock is set based on the GPS unit in the asset. However, the clock includes the ability to set alarms.
3. **All Apps** – Tapping the All Apps Menu icon in the bottom bar will give you access to other applications and tools, including Help for each application, Quick Tips and ELD Help.
4. **Brightness** – Allows you to adjust the brightness level on the tablet.
5. **Driver Management** – Tapping on this will display the current active drivers and will allow you to log out.

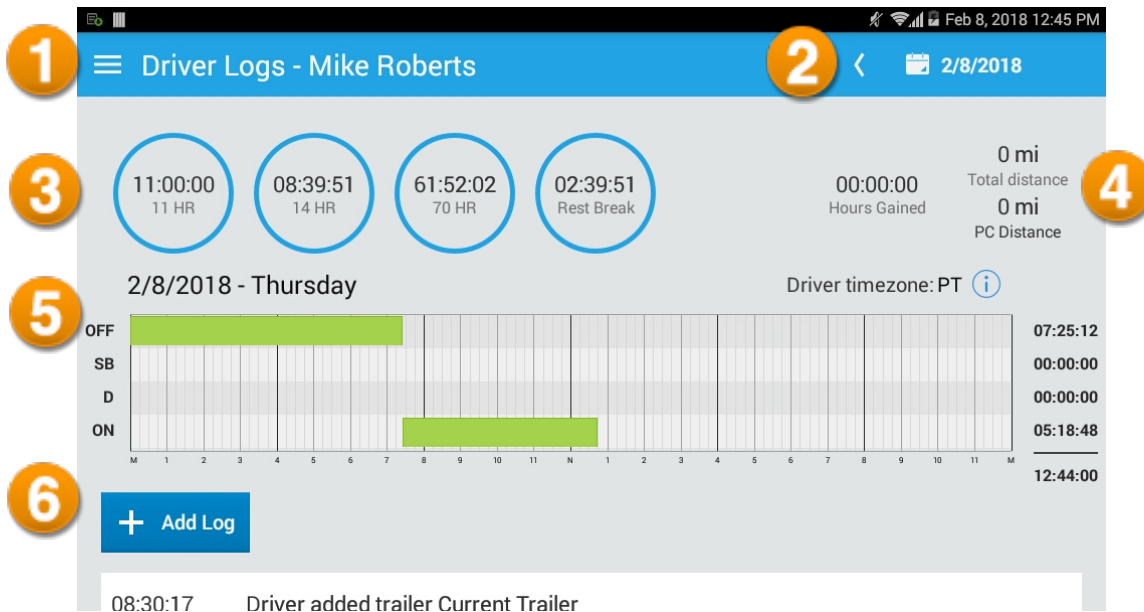



## Zonar Logs ELD Application

The application lets a driver manage and record their logs just as they would on paper. It also displays important counters and timers to help the driver stay compliant.

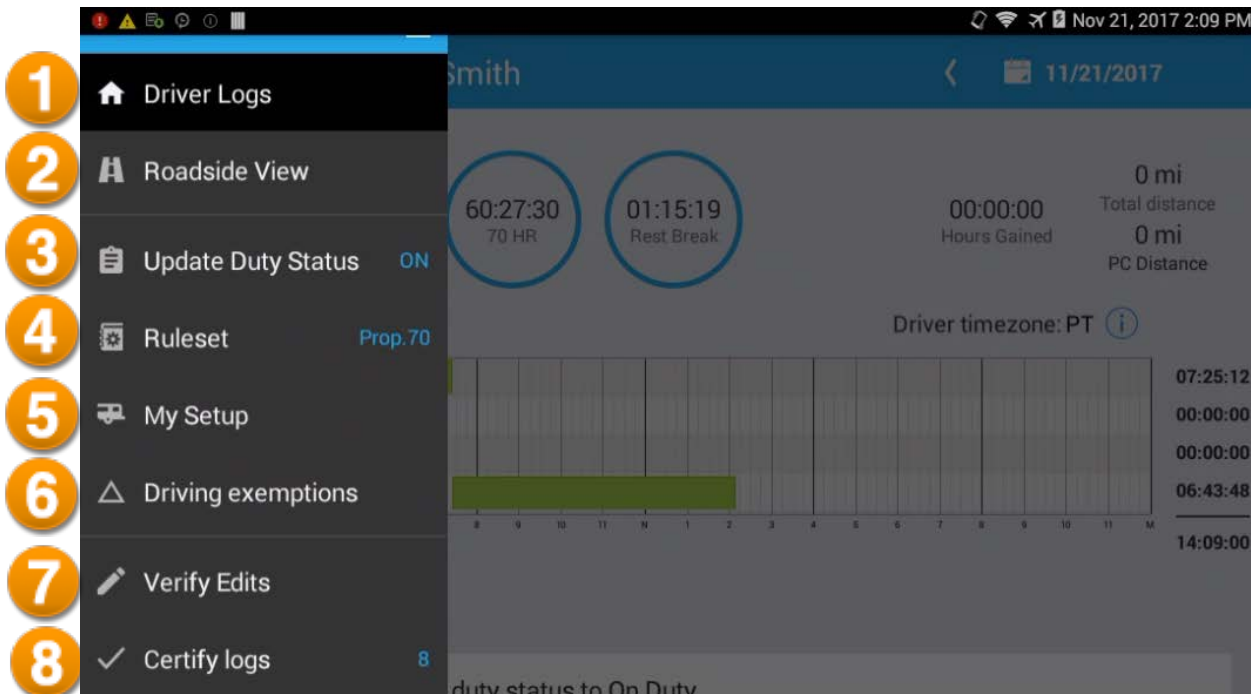
**Note:** Multiple carrier operation is not supported.

### Home Screen



1. **Application Menu** – Tapping the  icon at top left of screen allows you to access additional features. The menu can be expanded by dragging your finger across the screen from the left side.
2. **Current Date View** – Displays the date of the log that you are viewing. Swipe left or right on the grid or tap the arrow to the left of the date to access logs from a previous day. Tapping on the date will display the previous 14 days. Or you can change the date by putting your finger on the screen and dragging it across the days (swipe left or right).
3. **Clock Calculations** – Displays calculations or warnings based on the selected or assigned ruleset. When you are at risk, the clock will turn yellow. When you go into violation, it will also change color.
4. **Totals** – Displays the total distance driven for the day (time done with duty status of Drive) and the total distance in personal conveyance (PC).
5. **Grid View** – Grid display for the day selected; the default is the current day.
6. **Add Log** – Allows you to add a duty status change at a specified point. See [Driver Log Additions and Edits](#).

## Application Menu




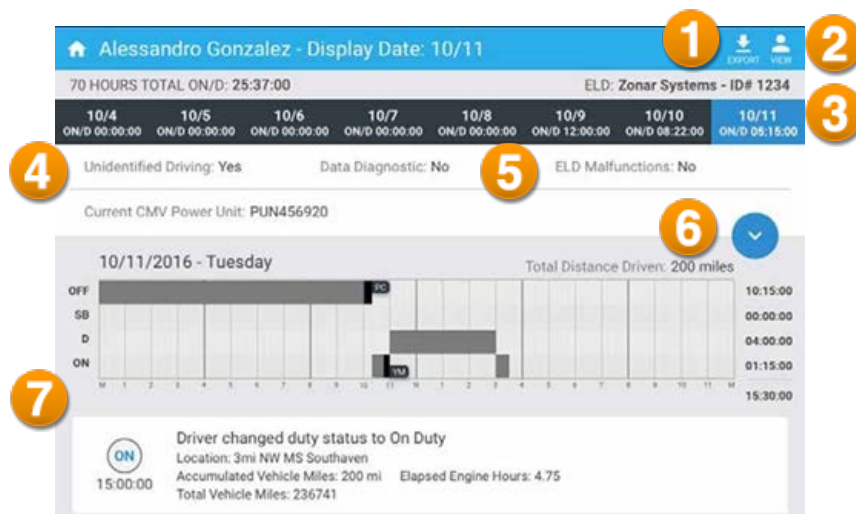
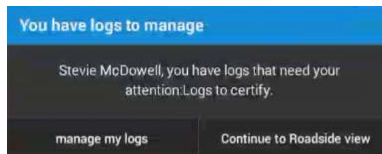
1. **Driver Logs**- Returns to the ELD application home screen with driver logs displayed.
2. **Roadside View™**- Displays the driver, co-driver, asset, loads and trailers, motor carrier information and driver logs for the current day and the previous seven days. *This is the only place to make sure that your information is correct.* Also, you must select Roadside View to export logs.  
  
**Note:** Accessing Roadside View will lock the tablet. The current driver must enter their PIN in order to return to normal tablet functionality.
3. **Update Duty Status**- Update current duty status. See [Duty Status](#).
4. **Ruleset**- Switch between one or more rulesets assigned by the motor carrier as needed to properly calculate hours of service. When operating between the U.S. and Canada make sure the proper ruleset is selected in order to populate the correct information for Roadside View.
5. **My Setup**- Add or remove shipping document information, trailer number, or license plate information including jurisdiction. Add or update the power unit number.
6. **Driving Exemptions**- Apply eligible exemptions.
7. **Verify Edits**- Review dispatcher suggested edits.
8. **Certify logs**- Certify the current or previous day's logs.

## Roadside View


Roadside View is used to present logs during a roadside inspection. It displays the driver, co-driver, power unit, loads and trailers, motor carrier information, and driver logs for the current day and the previous seven days.

### To access Roadside View


From the Application menu  tap Roadside View. The tablet must be docked. If you have suggested edits or logs to certify, you will receive a prompt: “You have logs to manage.” Tap “Manage my logs” or “Continue to Roadside View.”

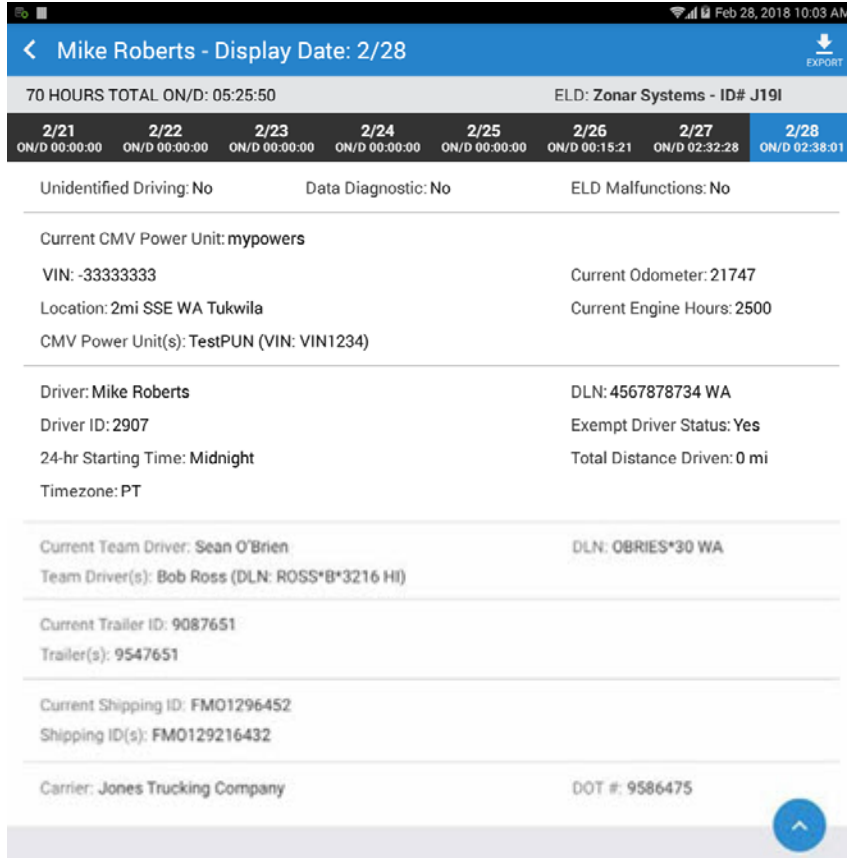


1. **Export**– Starts the export of an output file and prompts the driver for the desired transfer method. See [Exporting Logs](#).
2. **View** - If a second driver is logged into the tablet, the co-driver’s logs can be accessed by tapping the “View” icon. The co-driver will be required to enter their PIN to access their logs. This icon is also visible when unidentified drive time is associated to the asset.
3. **Date Selection**– View the desired date by tapping on the day, or swipe left or right to switch the date being viewed.
4. **Unidentified Driving (Yes or No)**- If the asset has driving time that is not associated with a driver, this indicator is “Yes.” Tap the View icon to see all unidentified drive times.
5. **Data Diagnostic and ELD Malfunctions (Yes or No)** – Indicates whether a diagnostic event or malfunction is currently in effect. See [Diagnostic Events](#) and [Malfunctions](#).

6. **Header**- Tap the arrow icon  to view more driver and vehicle information. This is the only place to verify all personal, company, and vehicle information. If there is an issue, notify the motor carrier immediately. See [Header](#).
7. **Grid & List View** – Displays the current 24-hour period by default but will display the selected day's logs in a grid and list view.

## Header

In Roadside View, tap the down arrow  at the top of the grid view to display more information. The header presents the driver, co-driver, asset, load(s), motor carrier information, and the driver logs for the current and previous seven days.



Feb 28, 2018 10:03 AM

< Mike Roberts - Display Date: 2/28 EXPORT

70 HOURS TOTAL ON/D: 05:25:50 ELD: Zonar Systems - ID# J19I

2/21	2/22	2/23	2/24	2/25	2/26	2/27	2/28
ON/D 00:00:00	ON/D 00:00:00	ON/D 00:00:00	ON/D 00:00:00	ON/D 00:00:00	ON/D 00:15:21	ON/D 02:32:28	ON/D 02:38:01

Unidentified Driving: No Data Diagnostic: No ELD Malfunctions: No

---

**1** Current CMV Power Unit: mypowers  
 VIN: -33333333 Current Odometer: 21747  
 Location: 2mi SSE WA Tukwila Current Engine Hours: 2500  
 CMV Power Unit(s): TestPUN (VIN: VIN1234)

---

**2** Driver: Mike Roberts DLN: 4567878734 WA  
 Driver ID: 2907 Exempt Driver Status: Yes  
 24-hr Starting Time: Midnight Total Distance Driven: 0 mi  
 Timezone: PT

---

**3** Current Team Driver: Sean O'Brien DLN: OBRIES\*30 WA  
 Team Driver(s): Bob Ross (DLN: ROSS\*B\*3216 HI)

---

**4** Current Trailer ID: 9087651  
 Trailer(s): 9547651

---

Current Shipping ID: FMO1296452  
 Shipping ID(s): FMO129216432

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**5** Carrier: Jones Trucking Company DOT #: 9586475

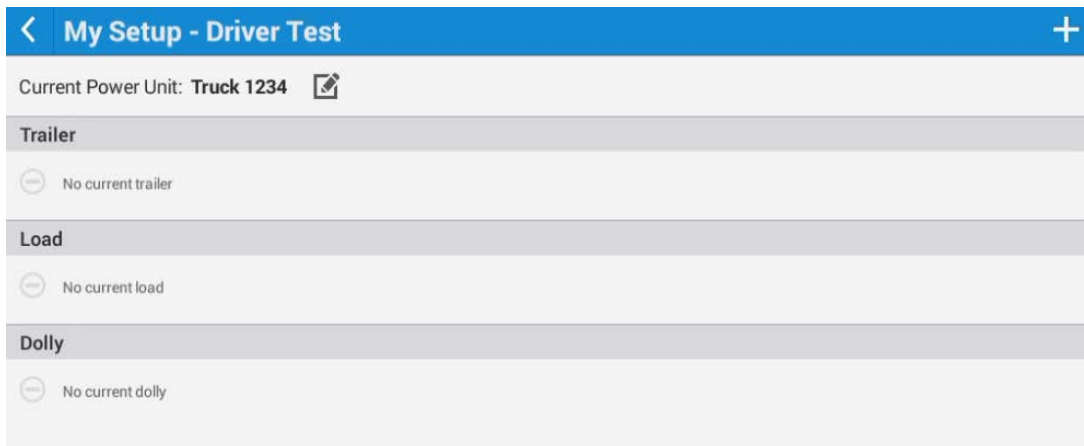
- 1. Asset Information** - The current information pertaining to the asset or power unit including its VIN. If other vehicles have been driven during the currently selected day, they will be displayed next to "CMV Power Unit." The Location, Odometer, and Engine hours will be displayed on the current day only.
- 2. Driver Information** - The selected driver's information will be displayed, including their DLN (Driver's License Number), ID, 24-hour Starting Time, and Time Zone. Additionally, the total miles driven for the selected day will be displayed for the selected driver.
- 3. Team Driver** - If two drivers are logged into the tablet, the driver not currently selected is displayed under the team driver section, including previous co-drivers for the date selected.
- 4. Trailer and Shipping Information** - The current trailer ID and Shipping Document ID information is displayed for the selected date. This information will update with each date selected. Also, any previous trailer IDs and/or Shipping Document IDs entered by the driver on the date selected will be listed below the current information.
- 5. Carrier** - The current carrier's information, including DOT number, is displayed here.

## My Setup

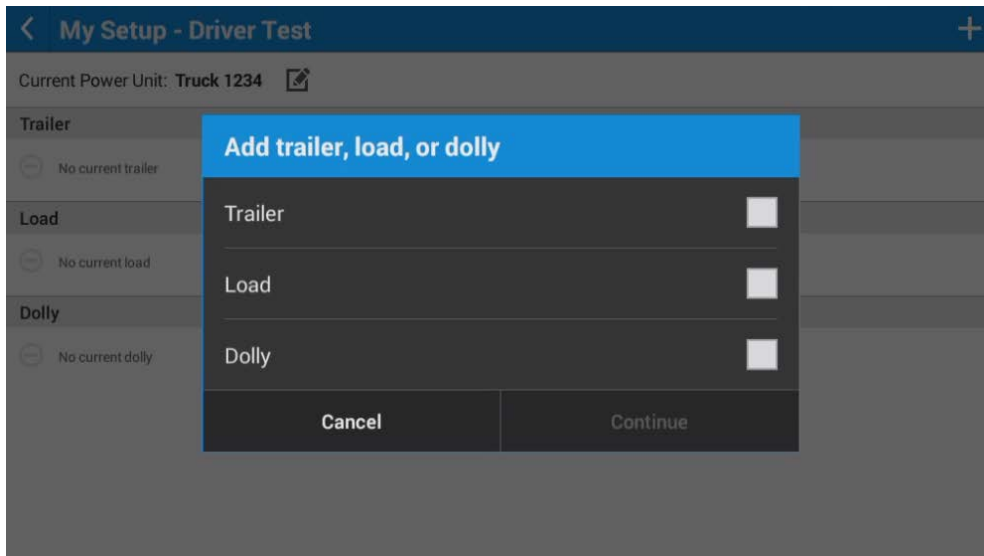
My Setup allows you to add a trailer, load, or dolly. You can also remove the trailer, load, or dolly information after reaching your destination. My Setup also lets you update the Power Unit number, which is the truck number displayed on the outside of the truck.

### To add a trailer, load, or dolly

1. From the Application menu  tap My Setup.
2. Tap the “+” icon in the upper right corner of the screen.

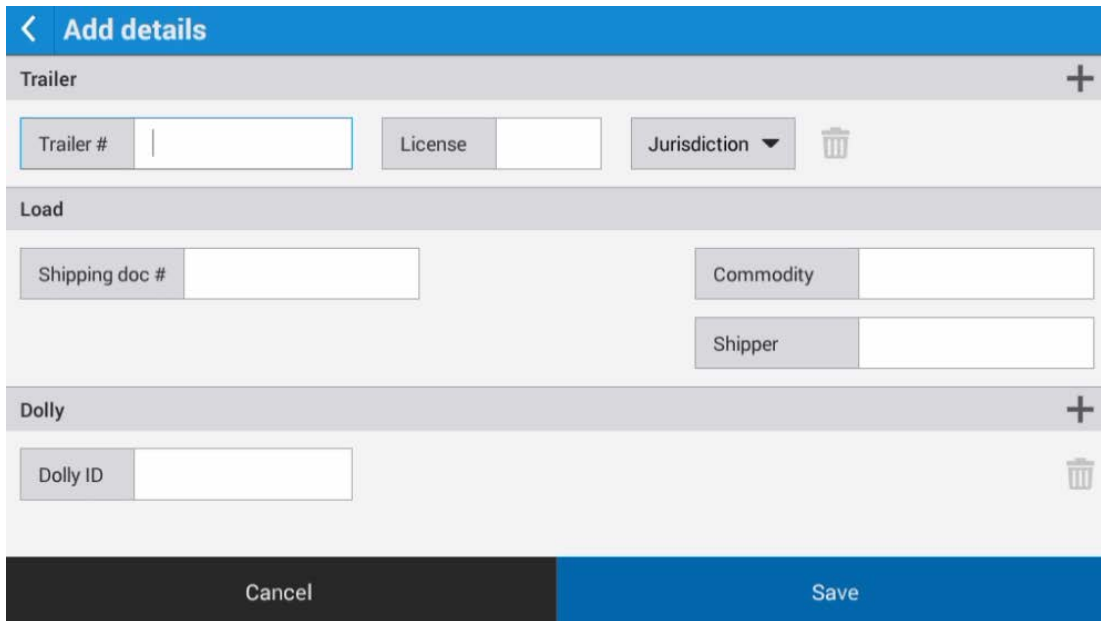


3. On the **Add trailer, load, or dolly** screen select one or more of the items to add and tap **Continue**.



4. On the **Add details** screen, complete the following information.
  - a. For a Trailer: Enter the trailer number, license number, and select a jurisdiction from the drop-down list.
  - b. For a Load: Enter the shipping document number, the commodity, and the shipper.

c. For a Dolly: Enter the Dolly ID.



The screenshot shows the 'Add details' screen with the following sections:

- Trailer:** A header with a plus icon. Below it are three input fields: 'Trailer #' (with a vertical cursor), 'License', and 'Jurisdiction' (with a dropdown arrow). A trash icon is on the right.
- Load:** A header. Below it are four input fields: 'Shipping doc #' (left), 'Commodity' (right), 'Shipper' (right), and an empty field below 'Shipper'.
- Dolly:** A header with a plus icon. Below it is one input field: 'Dolly ID'. A trash icon is on the right.

At the bottom, there are two buttons: 'Cancel' (black) and 'Save' (blue).

5. Tap **Save**.


**Note:** The **Add details** screen allows you to add up to 3 Trailers, 1 Load, and 2 Dollies. Tap the “+” icon to the right of Trailer or Dolly to add more rows.



This screenshot shows the 'Add details' screen with three rows of 'Trailer' information. Each row contains the following fields: 'Trailer #' (with a vertical cursor), 'License', and 'Jurisdiction' (with a dropdown arrow). A trash icon is located to the right of each row. A plus icon is visible in the top right corner of the 'Trailer' header.

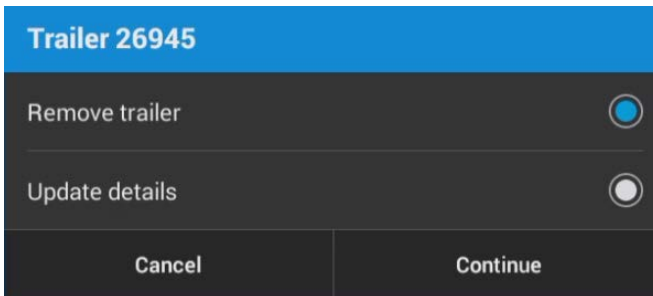
## To remove a trailer, load, or dolly

If there is no longer a trailer, load, or dolly, the information must be removed in order for the driver's logs to show no shipping or trailer information.

1. On the My Setup screen, tap the pencil icon  next to the Trailer, Load, or Dolly that you want to remove.




2. Select **Remove trailer** (or load or dolly).



3. Tap **Continue**.



## To edit a power unit

1. Tap the pencil icon  next to the Current Power Unit.



**< My Setup - Driver Test** +

Current Power Unit: **Truck 1234** 


**Trailer**

Trailer #	License-Jurisdiction
26945	52864RF-WA 

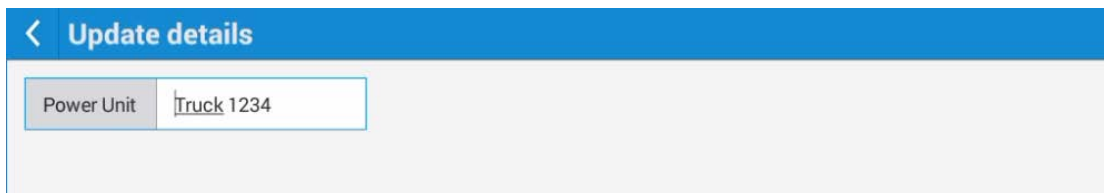
**Load**

Shipping doc #	Commodity	Shipper
A1402	Tires	Joes Tire Shop 

**Dolly**

Dolly #
1502 

2. On the **Update details** screen, edit the Power Unit information as needed.



**< Update details**

Power Unit

**Note:** The driver should verify that the Power Unit information is current when beginning a shift in a new vehicle.

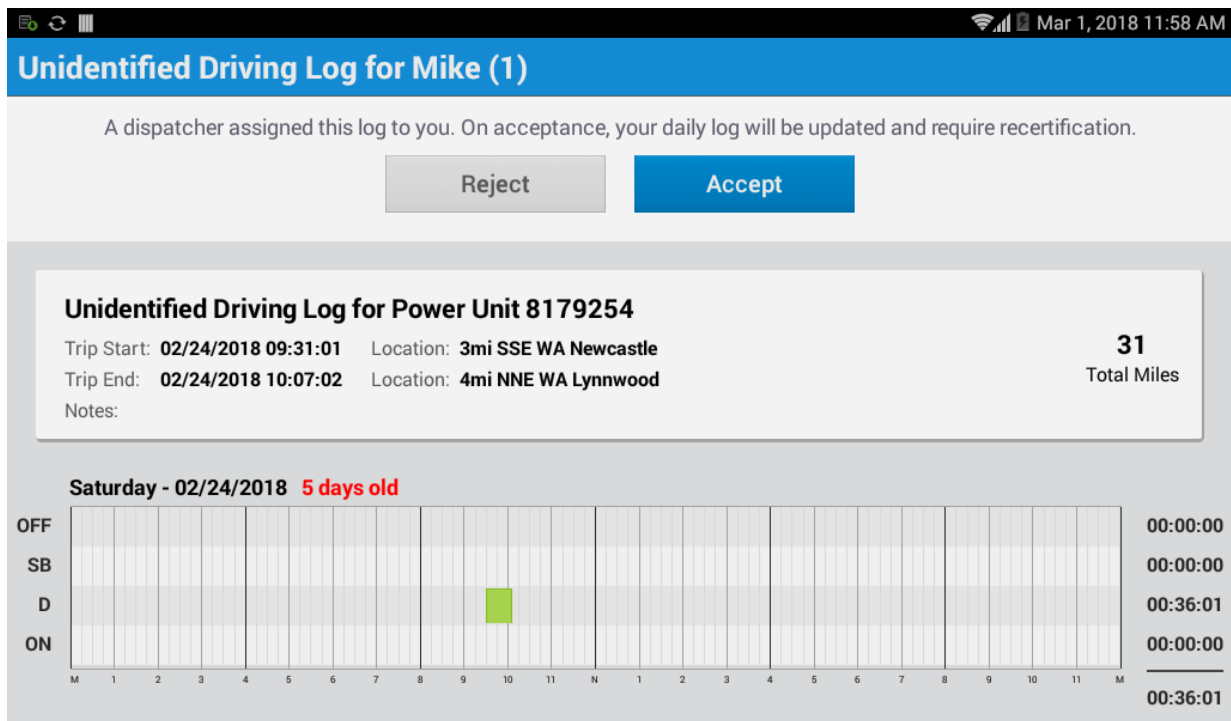
3. Tap **Done** and then tap **Save**. The information will apply to all future entries until the current driver logs out of the tablet.

## Unidentified Driving Logs

When the system detects vehicle motion greater than 4.5 MPH and the tablet does not have a driver logged in, the tablet is un-docked, the tablet is powered off, or the tablet is put to sleep, the drive time cannot be associated with any driver. This scenario creates an Unidentified Driving Event which is associated with the unidentified driving profile. These events will be presented to the driver at the next login for review. If the unidentified event(s) belongs to the current driver, they may be accepted. If they belong to a different driver, they may be rejected.

**Note:** If the vehicle is in motion, the tablet needs to remain docked. Un-docking the tablet will generate an Unidentified Driving event when the tablet is re-docked.

The following is an example of an Unidentified Driving Log that must be accepted or rejected.



**Unidentified Driving Log for Mike (1)**

A dispatcher assigned this log to you. On acceptance, your daily log will be updated and require recertification.

**Unidentified Driving Log for Power Unit 8179254**

Trip Start: **02/24/2018 09:31:01** Location: **3mi SSE WA Newcastle**

Trip End: **02/24/2018 10:07:02** Location: **4mi NNE WA Lynnwood**

Notes:

**31**  
Total Miles

**Saturday - 02/24/2018 5 days old**

OFF												00:00:00		
SB												00:00:00		
D													00:36:01	
ON													00:00:00	
	M	1	2	3	4	5	6	7	8	9	10	11	M	00:36:01

If an unidentified driving event occurs today or within the previous seven days, any driver logging into the tablet will be prompted to accept or reject those events. The driver can accept the Unidentified Driving event, at which time it will be added to their logs. After accepting an Unidentified Driving event, the driver will need to re-certify the logs for the day the entry was inserted.

If the driver does not recognize the event and rejects the entry, the event is removed from the driver's view and will not be presented again. The Unidentified Driving event will remain associated to the asset and be presented to each new driver logging in. They will also be presented in the Roadside View under the "View" tab if they occurred within the previous eight days for any logged in driver.

Dispatchers can always view Unassigned Driving events and assign them to the appropriate driver or justify them with a “No Driver” reason.

### **Unidentified Profile/Unidentified Events**

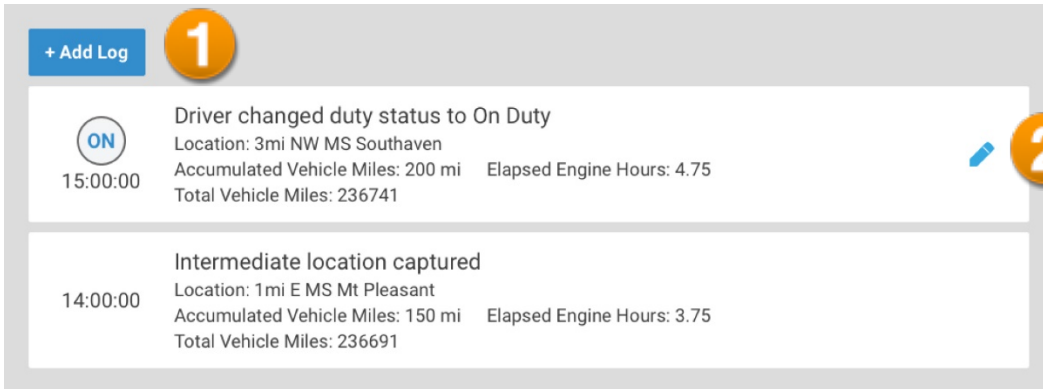
Certain events that are automatically associated during the time in which an unidentified event is being captured such as power on, power off, diagnostics and malfunctions cannot be accepted by the driver and will remain at the unidentified profile level only to be seen when exported out to a law enforcement officer.

See the [FMCSA Electronic Logging Device: Technical Specifications and Frequently Asked Questions](#).

## Driver Log Additions and Edits


From the ELD application home screen (titled “Driver Logs”), a driver can manually add a new log entry or update existing entries that may have been created incorrectly or that contain incorrect information.

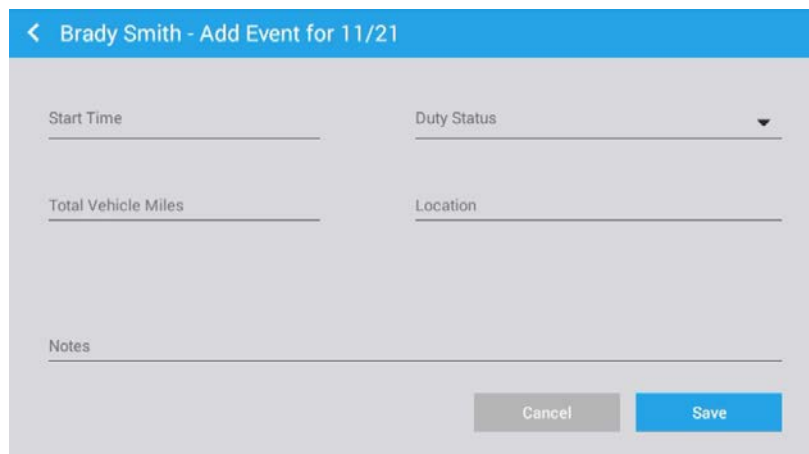
**Note:** It is the driver’s responsibility to ensure that their logs are correct.




1. **Add Log**-Allows you to add a duty status change as a log entry at a specified point.
2. **Edit pencil**- Displays to the right of a log entry that can be edited. If a log entry does *not* have an edit pencil, this means that it was automatically captured and therefore cannot be edited.

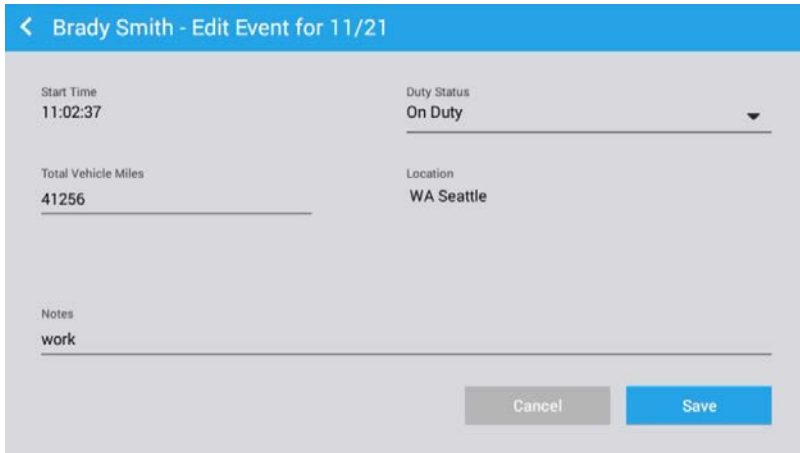
### To add a log

1. Tap .
2. Enter the Start Time.
3. Select a Duty Status from the drop-down.
4. Enter Total Vehicle Miles and enter your Location.
5. *Required.* Enter an annotation in the “Notes” section that explains the reason for a new log entry.
6. Tap **Save**.



## To edit a log

1. Tap the edit pencil  to the right of the log entry.
2. Make changes to the log.
3. *Required.* Enter an annotation in the “Notes” section that explains the reason for a completed edit to a log entry.
4. Tap **Save**.



Brady Smith - Edit Event for 11/21

Start Time 11:02:37	Duty Status On Duty
Total Vehicle Miles 41256	Location WA Seattle

Notes  
work

Cancel Save

## Failure to Select Duty Status


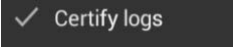
All Drive events will be recorded. If you fail to select a Yard Movement (YM) or Personal Conveyance (PC) duty status ahead of time, you can edit the event, but you can only add an annotation in the Notes to say it was YM or PC; per FMCSA it will still remain a Drive event.

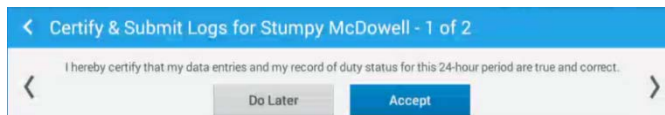
## Driver Log Certification

The driver is responsible for keeping accurate logs. Drivers must submit and certify their logs on a daily basis and have all certified logs submitted within 13 days.

### To certify today's logs

At the end of the day the driver should certify and submit the current logs.

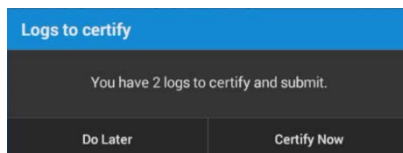
1. From the Application menu  tap .
2. On the **Certify & Submit Logs** screen, tap **Accept** to certify each log or tap **Do Later** to delay the certification.



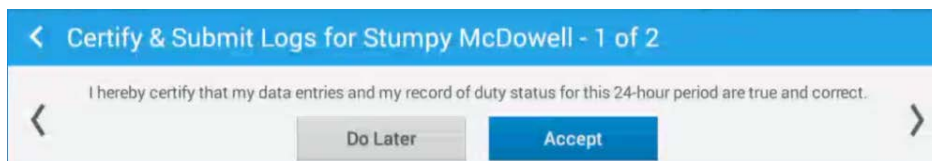
### To certify previous day's logs

If the driver has *not* certified logs from previous days, when the ELD application is launched it displays the “You have logs to certify and submit” prompt.

1. On the **Logs to certify** screen, tap **Certify Now** or **Do Later**.



2. On the **Certify & Submit Logs** screen, tap **Accept** to certify each log or tap **Do Later** to delay the certification.



After a driver certifies their logs, a dispatcher can review those logs and suggest edits. The suggestions can be accepted or rejected by the driver. If they are accepted, the driver will be prompted to re-certify those logs. On the thirteenth day after creating a log, the driver must certify the log before proceeding. Logs will continue to be recorded for the driver in the background, but the Zonar Logs application is suspended until the logs are certified.

**Note:** If a driver performs an edit, or accepts a suggested log edit or an Unidentified Driving event for a certified log, this changes the status of a certified log and it must be re-certified. Make sure that you carefully review any changes to your logs to keep them accurate.

Every time a log is recertified the application adds a note on the List view indicating the number of times that day has been certified as follows:

If a driver certifies a day, and later makes a log edit for that day, the driver has to recertify that day. List view will indicate this is a second certification.

If the driver makes a third edit on that day, the driver has to recertify the day again, and it will be listed as the third certification.



Every time that a driver certifies and then does an edit, the application will indicate how many times they certified that day. These list view items can stack on each other.

## Duty Status

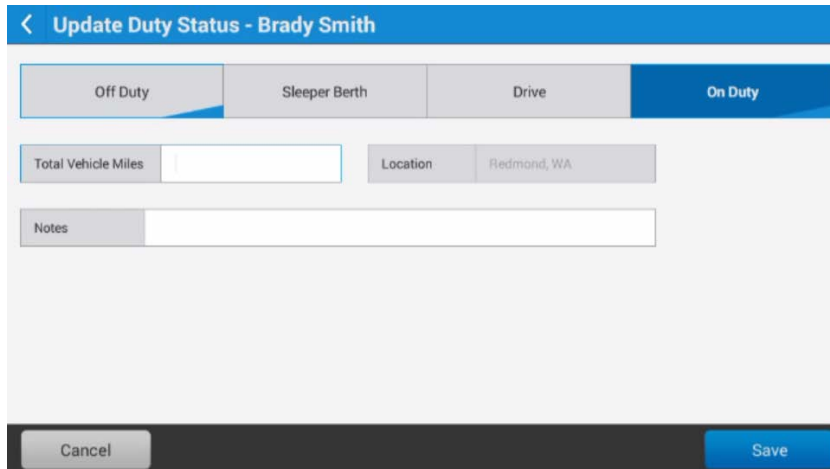
To keep a driver's duty status current and accurate, manual updates should be made to a driver's logs. However, a driver's logs are automatically updated in the following circumstances.

- **Auto-D** - When the vehicle moves at a speed greater than 5 MPH the active driver logged into the tablet will be placed in the "Drive" duty status.
- **Auto-ON** - When the vehicle has been idle for five minutes a prompt will appear asking the driver if they want to remain in "Drive" or update their duty status. If the driver does not respond to the prompt within one minute, the duty status will automatically be changed to "On-Duty."

### To update duty status

1. From the application home screen, tap the menu icon  in the upper left corner of the screen and tap **Update Duty Status**, or tap the Duty Status tile  on the tablet home screen.
2. Tap the duty status: Off Duty, Sleeper Berth, Drive, or On Duty.
3. *Required.* Enter the Total Vehicle Miles from the odometer.
4. *Required.* Enter an annotation in the Notes.
5. Tap **Save**.

**Note:** If you are going Off Duty and you have not certified today's logs, you will be prompted to do so. See [Driver Log Certification](#).



**Update Duty Status - Brady Smith**

Off Duty | Sleeper Berth | Drive | **On Duty**

Total Vehicle Miles:

Location: Redmond, WA

Notes:

Cancel | Save



## Special Driving Conditions

In certain circumstances, a motor carrier may have special driving conditions enabled such as Personal Conveyance (PC) or Yard Moves (YM). Special driving conditions can be enabled or disabled on an individual driver basis. A driver will receive a prompt on the tablet when a change has occurred.


**Note:** Special driving conditions must be selected prior to the vehicle moving. If the vehicle is in motion and a special driving condition *has not* been selected, an Automatic Drive event will be created. The Automatic Drive event will *not* be able to be edited.

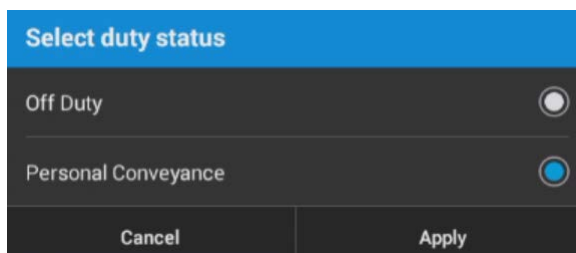
FMCSA wishes to clarify that all miles driven, regardless of the status the driver has selected, are recorded. However, when a personal conveyance status is selected, the CMV's location is recorded with a lower level of precision, i.e., an approximate 10-mile radius. FMCSA believes that the recording of these miles is essential to HOS compliance, but balances this requirement with protections on the privacy of location data when drivers are not on-duty.

FMCSA understands the potential for abuse of the personal conveyance status, and has purposely required that all movements of the CMV be recorded (with a less precise location requirement). The rules do not allow driving statuses, including off-duty driving, to be edited to say they are non-driving time. These protections will directly address the falsification of HOS records, making it significantly harder. FMCSA believes that recording all the time that a CMV is in motion will limit significantly the amount of falsified time.

### To enable personal conveyance

Drivers can manually select "Personal Conveyance" when they are using the vehicle for personal use. The time period when the driver is using Personal Conveyance will be recorded as an "OFF Duty" status with a corresponding color code and "PC" on the grid.

1. From the Application home screen, tap the menu icon  in the upper left corner of the screen and tap **Update Duty Status**.
2. From the **Update Duty Status** screen, select Off Duty and select Personal Conveyance.
3. Tap **Apply**.




**Note:** The driver will need to update their duty status to stop accumulating Personal Conveyance. When a driver is in PC and goes through a key cycle, at key

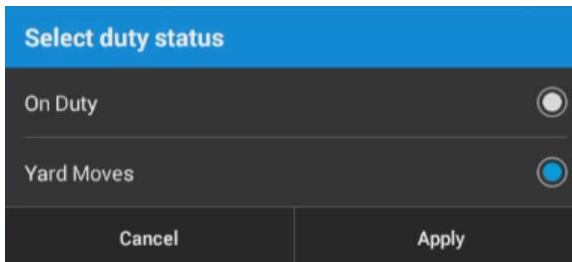
on the driver will receive a prompt to remain in PC or to update duty status. If the driver does not respond to the prompt and starts driving, PC will be removed and drive time will be recorded.

### To enable yard moves

Drivers can use Yard Moves when operating a vehicle within a yard. The time period when the driver is in Yard Movement will be recorded as an “ON Duty” with a corresponding color code and “YM” on the grid. Drivers have the ability to manually start and end Yard Moves.

1. From the Application home screen, tap the menu icon  in the upper left corner of the screen and tap **Update Duty Status**.
2. From the **Update Duty Status** screen, select On Duty and select Yard Moves.
3. Tap **Apply**.

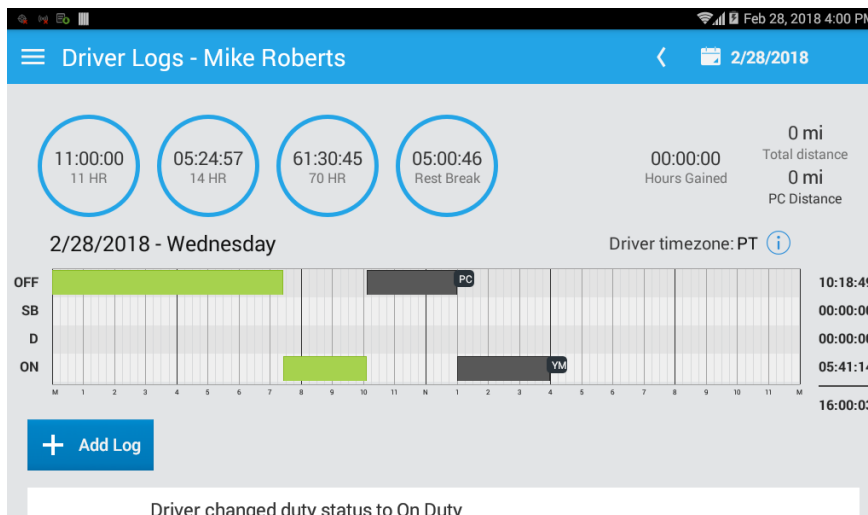
**Note:** When a driver is in Yard movement and goes through a key cycle, at key on Yard Movement will automatically be removed.



### Special Driving Conditions Example

The grid view on the Driver Logs screen indicates when a special condition has been used. YM for Yard Move or PC for Personal Conveyance is displayed next to the duty status entry and it is colored differently (see below). In the list view, however, the indicator on the right will display “YM” for yard movement and “PC” for personal conveyance.

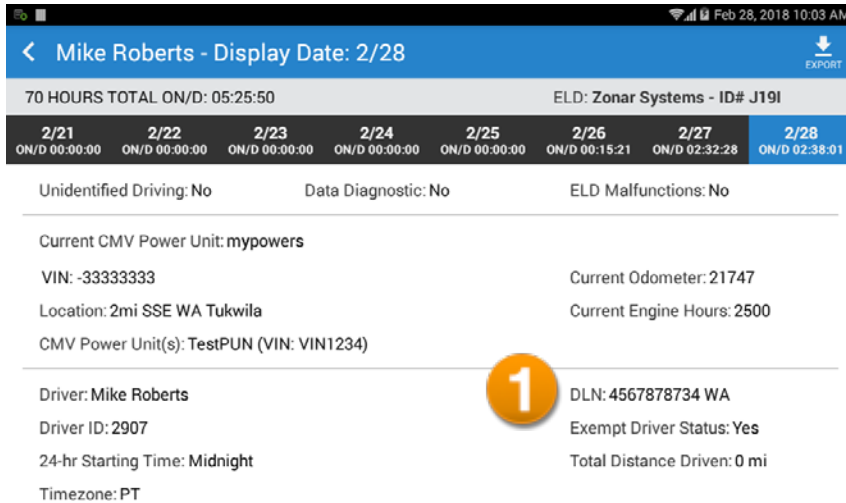
This example shows a driver having selected both special driving conditions.



## Exempt Driver Status

The motor carrier has the ability to set individual drivers to an “Exempt Driver Status” if they operate under exemptions that do not require a driver to maintain a Record of Duty Status, such as Short-haul operations.

**Note:** Drivers must contact dispatchers in order to get an exempt status. *The exempt status is proactively set by only the motor carrier.* Also, if the driver exceeds an exemption, it’s not automatically changed; the driver shall contact their motor carrier when this setting needs to be updated.



Feb 28, 2018 10:03 AM

< Mike Roberts - Display Date: 2/28 EXPORT

70 HOURS TOTAL ON/D: 05:25:50 ELD: Zonar Systems - ID# J19I

2/21	2/22	2/23	2/24	2/25	2/26	2/27	2/28
ON/D 00:00:00	ON/D 00:00:00	ON/D 00:00:00	ON/D 00:00:00	ON/D 00:00:00	ON/D 00:15:21	ON/D 02:32:28	ON/D 02:38:01

Unidentified Driving: No      Data Diagnostic: No      ELD Malfunctions: No

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Current CMV Power Unit: mypowers  
 VIN: -33333333      Current Odometer: 21747  
 Location: 2mi SSE WA Tukwila      Current Engine Hours: 2500  
 CMV Power Unit(s): TestPUN (VIN: VIN1234)

---

Driver: Mike Roberts      **1** DLN: 4567878734 WA  
 Driver ID: 2907      Exempt Driver Status: Yes  
 24-hr Starting Time: Midnight      Total Distance Driven: 0 mi  
 Timezone: PT



1. A driver’s exempt status is displayed in the Roadside View, at log in and log out events.

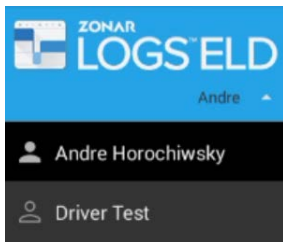
## Team Driving

Zonar Logs ELD supports team driving by using a Manage Drivers feature with an Active driver and a Co-Driver who can be made active. If you want to go into a motion status, before you do so, you must switch active drivers. Motion is only enabled for the active driver. Non-active drivers do not have the ability to select non-motion.

**Note:** The tablet must remain docked while in motion; otherwise, unidentified driving logs will be created.

### To manage drivers

1. Tap the  icon at the bottom right corner of the tablet home screen.
2. Or, tap the  icon at the top of the Application Menu in the upper left corner.



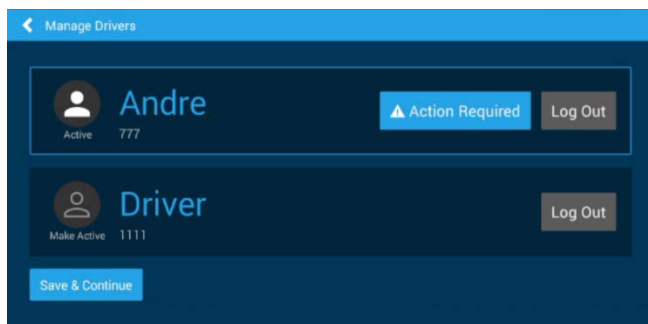
3. Tap a driver, enter the PIN, and tap **OK**. The driver may be prompted to certify the previous day's logs. See [Driver Log Certification](#).

### Active Driver

Active driver is the driver behind the wheel. Team drivers should ensure the driver who is currently driving be set as the "Active Driver." Any automatically generated events are associated with the active driver once the vehicle goes into motion.

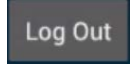
### To set active-driver


1. On the **Manage Drivers** screen, tap the name of a non-active driver, indicated by the "Make Active" icon.



2. Tap **Save & Continue**.

## Other options

 The active or the non-active driver can simply tap the icon to log out.

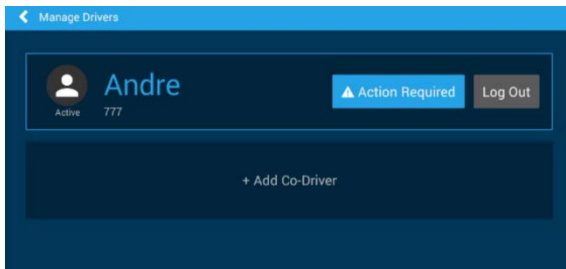
 The driver has logs to review or certify. See [Driver Log Certification](#).

## Co-Driver

Co-driver is the person who is not actively driving. The co-driver can access their logs or update the Shipping Document or Trailer ID under “My Setup.” The co-driver can also change between three duty statuses: On Duty, Sleeper Berth, and Off Duty. The co-driver cannot go into a motion status.

### To add a co-driver

1. Tap **+ Add Co-Driver**.



2. On the **Co-Driver Log in** screen, enter the log in credentials.
3. Tap **Next**.
4. Enter the PIN and tap **Log in** to see the tablet home screen.

**Note:** After the co-driver is done with logs, the active driver must be re-selected and the team can resume normal use.

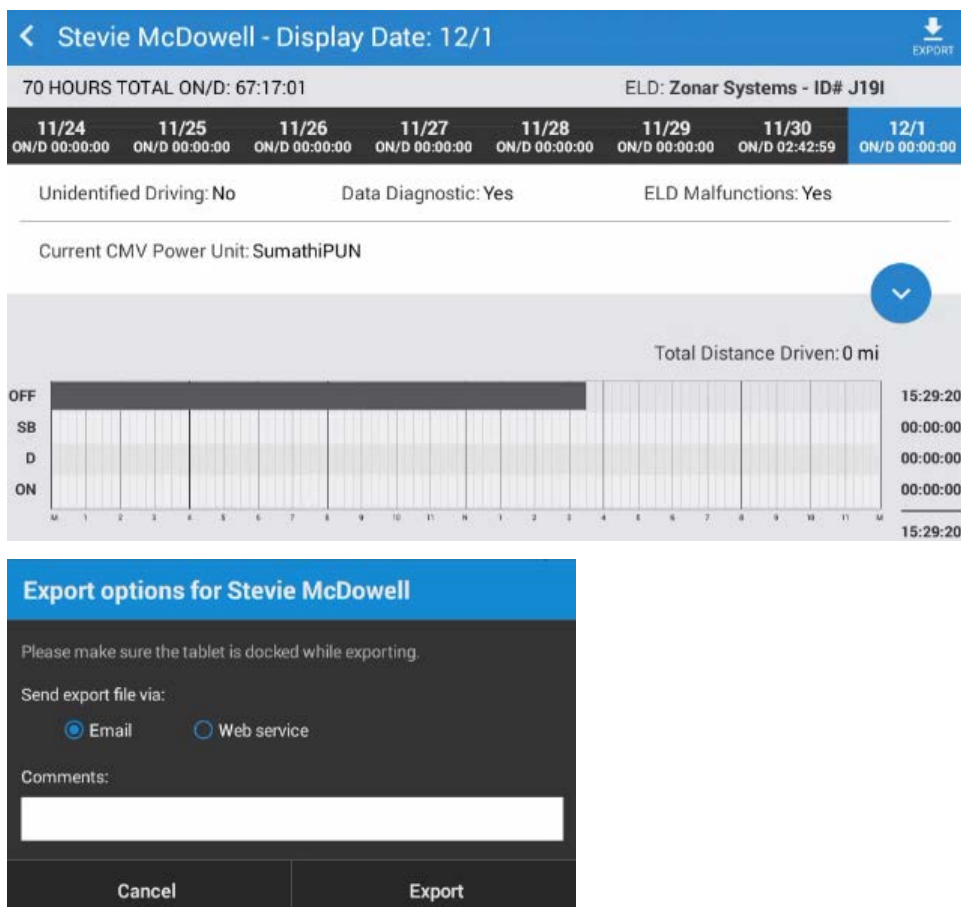
## Exporting Logs

A driver may be asked to send an electronic output file of their logs to an officer at roadside or inspection point.

**Note:** You must launch the Roadside View to export a log file.

### To export a log

1. From the Roadside View screen, tap the **Export** button in the upper right corner of the screen.
2. On the Export options dialog, select the method for exporting the file.
3. In the Comments box, type any comments that may have been requested.
4. Tap **Export** to start the transfer.



The screenshot displays the 'Roadside View' for driver Stevie McDowell. The top header shows the driver's name and a date range of 12/1. Below this, a summary bar indicates '70 HOURS TOTAL ON/D: 67:17:01' and 'ELD: Zonar Systems - ID# J191'. A table lists dates from 11/24 to 12/1 with corresponding ON/D times. Below the table, status indicators show 'Unidentified Driving: No', 'Data Diagnostic: Yes', and 'ELD Malfunctions: Yes'. The current CMV Power Unit is identified as 'SumathiPUN'. A graph shows 'Total Distance Driven: 0 mi' with a vertical bar chart for driving status (OFF, SB, D, ON) over time. The bottom portion of the image shows the 'Export options for Stevie McDowell' dialog, which prompts the user to dock the tablet, choose between 'Email' (selected) and 'Web service', and enter comments. 'Cancel' and 'Export' buttons are at the bottom.

## Diagnostic Events

Diagnostic events are generated when information required to maintain compliance is inaccurate or missing. If most diagnostic events are not resolved within a specific time frame, they will result in a malfunction event. Missing Data Elements diagnostic event will never result in a malfunction.

**Note:** Most diagnostic events only occur when the vehicle is powered on. However there are some exceptions—Data Transfer diagnostic and Power Compliance diagnostic events may occur while vehicle is *not* powered on.

If a diagnostic event is generated, the following warning is displayed:

***ELD Diagnostic Event - If the ELD continues to have diagnostic events, please talk with your dispatcher.***

The following table shows possible diagnostic events and the related symptoms that may be seen while using Zonar Logs ELD and the tablet. It outlines the steps a driver should take if they experience a diagnostic event.

**Note:** The driver should look at the List view on their logs to find the corresponding diagnostic event or malfunction that caused a notification.

<i>Diagnostic Event</i>	<i>When does it occur?</i>	<i>What should the driver do?</i>
<b>Engine Sync</b> <i>Data Diagnostic</i>	An Engine Sync diagnostic is created when Zonar Logs ELD fails to receive engine hours, vehicle miles, power, or motion information within five seconds of the request from the ECM.	In some cases, the ECM may be providing data intermittently due to a loose connection or bad telematics unit. While this may correct itself, drivers should alert their dispatcher or mechanic for further troubleshooting if it occurs frequently.
<b>Missing Data Element</b> <i>Data Diagnostic</i>	If a required data element in the event is missing, the Missing Data Element diagnostic will be displayed. Required elements may include engine hours, odometer, or location. Example ELD events that are checked for missing data elements include login/logout, duty status changes, and power up/shutdown.	Missing Data Element diagnostic may be accompanied by an Engine Sync Diagnostic to indicate the element that has a missing value. Correcting the Engine Sync diagnostic may correct this issue. Not all Missing Data Elements diagnostics will be accompanied by an Engine Sync diagnostic—for example, the Missing Data Element diagnostic will occur when location is not obtained within 5 miles.

<i>Diagnostic Event</i>	<i>When does it occur?</i>	<i>What should the driver do?</i>
<b>Power Compliance</b> <i>Data Diagnostic</i>	If the ELD telematics unit fails to power on within one minute of the engine power on, a Power Compliance event is created.	Drivers should check that the V3 is properly wired and ensure all visible cabling is secure. If further issues occur, contact your motor carrier for additional help.
<b>Data Transfer</b> <i>Data Diagnostic</i>	Zonar logs ELD performs a Data Transfer test every 7 days or when the driver logs in. If the test fails, a diagnostic event is created and a re-test is done every 24 hours (for 3 times). If the re-test is successful, the diagnostic event is cleared.  <b>Note:</b> Once the initial Data Transfer test fails, the number of fails is associated with an asset not a driver, so a driver may log in to an asset that is already in an unconfirmed state (failed state).	Continue to use the device as normal and if the problem continues after 24 hours please contact Zonar Customer Care at (877) 843 3847 #1.
<b>Unidentified Records</b> <i>Data Diagnostic</i>	If an asset has Unidentified Driving Logs (UDL) totaling more than 30 minutes for the current 24 hours, this diagnostic event is created.	Each driver utilizing the tablet needs to review and accept the Unidentified Driving events if they generated them. Logs should be reviewed daily to avoid this issue. Once the UDL total for a current 24-hour period exceeds 30 minutes, the sum of all UDLs in the last 8 days will need to go below 15 minutes before the Diagnostic Event will be cleared.



## Malfunctions

If a malfunction occurs, a notification will be displayed to any driver logged in while the malfunction is active. *If an ELD malfunctions in a manner that no longer accurately records the driver's hours of service, the driver must use paper records of duty status.*

If a driver experiences a malfunction proceed as follows:

1. Note the malfunction of the ELD and provide written notice of the malfunction to the motor carrier within 24 hours
2. Reconstruct the record of duty status for the current 24-hour period and the previous seven consecutive days, and record the records of duty status on graph-grid paper logs that comply with § 395.8, unless the driver already possesses the records or the records are retrievable from the ELD
3. Continue to manually prepare a record of duty status in accordance with § 395.8 until the ELD is serviced and brought back into compliance (no longer in a malfunction state).

The following table shows possible malfunctions and the related symptoms that may be seen while using Zonar Logs ELD and the tablet. It outlines the steps a driver should take if they experience a malfunction.

**Note:** Any malfunction listed below may require you to recreate your logs on paper per regulation but you should continue to use the Zonar device in conjunction with creating paper records.

<i>Malfunction</i>	<i>When does it occur?</i>	<i>What should the driver do?</i>
<b>Engine Sync</b> Compliance Malfunction	When the accumulation of <i>all</i> Engine Sync diagnostic events over the 24-hour period exceeds 30 minutes, an Engine Sync malfunction is generated.	<b><i>Start maintaining a paper log if the device is no longer accurately recording hours of service.</i></b> This malfunction is cleared when it falls below 30 minutes during a 24-hour period and then you can return to normal use. Contact your motor carrier for additional help. If the motor carrier is not available contact Zonar Customer Care at (877) 843 3847 #1.
<b>Power</b> Compliance Malfunction	When the accumulation of all Power Compliance diagnostic events exceeds 30 minutes, a Power compliance malfunction is generated.	<b><i>Start maintaining a paper log if the device is no longer accurately recording hours of service.</i></b> This malfunction is cleared when it falls below 30 minutes during a 24-hour period and then you can return to normal use. Contact your motor carrier for additional help. If the motor carrier is not available contact Zonar Customer Care at (877) 843 3847 #1.
<b>Data Transfer</b> Compliance Malfunction	Once a Data Transfer diagnostic event is detected, the transfer mechanism validation is attempted every 24 hours. If the validation continues to fail three consecutive times a Data Transfer malfunction is generated.	<b><i>Start maintaining a paper log if the device is no longer accurately recording hours of service.</i></b> Contact Zonar Customer Care at (877) 843 3847 #1.

<i>Malfunction</i>	<i>When does it occur?</i>	<i>What should the driver do?</i>
<b>Position</b> Compliance Malfunction	An ELD must monitor the elapsed time during periods when the ELD fails to acquire a valid position measurement within 5 miles of the CMV movement. When the accumulation of such elapsed time exceeds 60 minutes over a 24-hour period, the ELD must set and record a Position Compliance malfunction.	<b><i>Start maintaining a paper log if the device is no longer accurately recording hours of service.</i></b> When the accumulated time of location malfunction falls below 60 minutes in a 24-hour period, one can return to normal use. Contact your motor carrier for additional help. If the motor carrier is not available contact Zonar Customer Car at (877) 843 3847 #1.
<b>Data Recording</b> Compliance Malfunction	If the ELD is unable to record or retrieve log events, a Data Recording malfunction is generated.	<b><i>Start maintaining a paper log if the device is no longer accurately recording hours of service.</i></b> This malfunction is cleared when the ELD is able to record and retrieve events again. For example, any duty status change that is recorded successfully will clear the malfunction. Contact Zonar Customer Care at (877) 843 3847 #1.