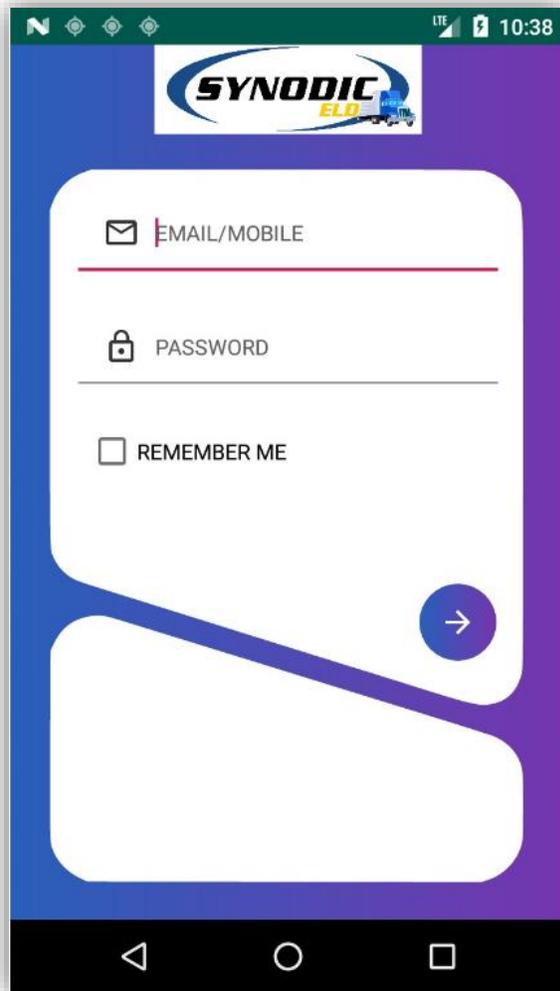




SynodicELD User Manual

Login Page:

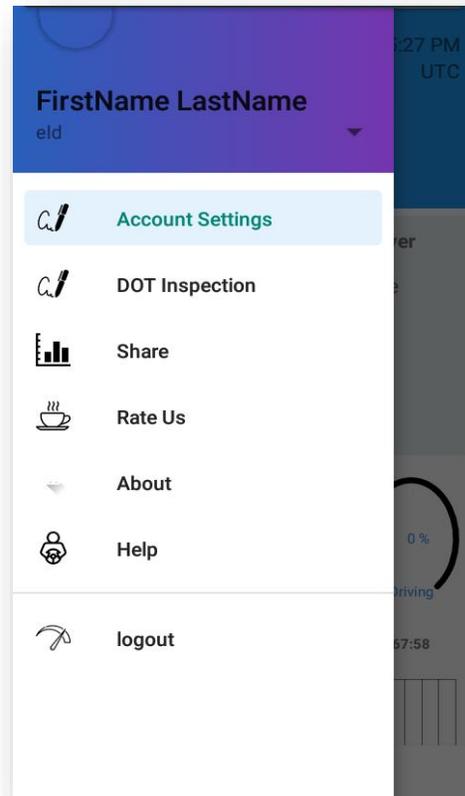
- Valid users must be registered with the application prior to logging in
- Enter a valid email registered with Synodic's ELD service
- Enter assigned password.



SynodicELD User Manual

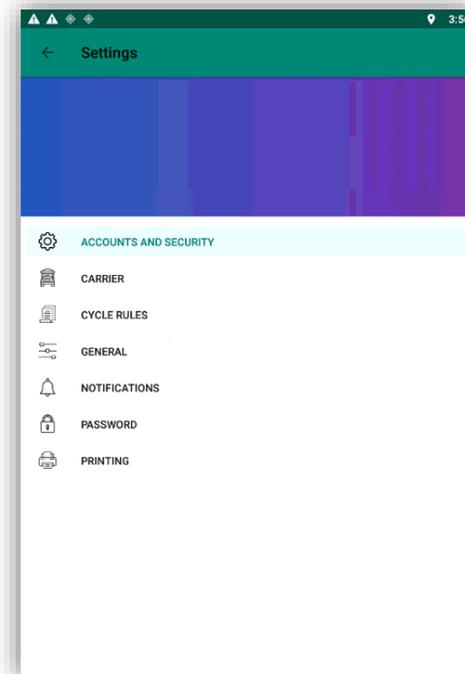
Main Menu Options: Account Setting

- Tap the top left icon to show the main menu options
- This section covers all the Account and DOT inspection settings



Account Settings

- Tap Account settings to view the categories under the menu settings to configure
 - Account and security
 - Carrier
 - Cycle Rules
 - General
 - Notification
 - Password
 - Printing



SynodicELD User Manual

Main Menu Options: ACCOUNT AND SECURITY

- Tap the top left icon to show the main menu options
- Tap **ACCOUNT AND SECURITY**
- Enter information as required

ACCOUNTS AND SECURITY

Name
ELD

Driver ID
4

Preference category

License State
New York

License Number
0123456789

Mobile
03038170020

Email
eld

Username

Main Menu Options: CARRIER

- Tap the top left icon to show the main menu options
- Tap **CARRIER**
- Enter information as required

CARRIER

Carrier Name
Synodic Trucking

Main Office Address
XYZ

Main Office Address State
Ontario

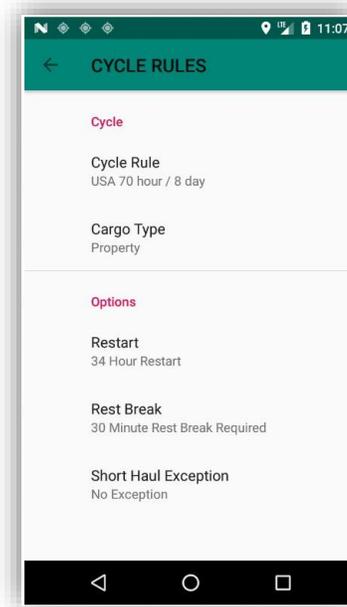
Home Terminal Address
Ontario

Home Terminal Address State
Ontario

SynodicELD User Manual

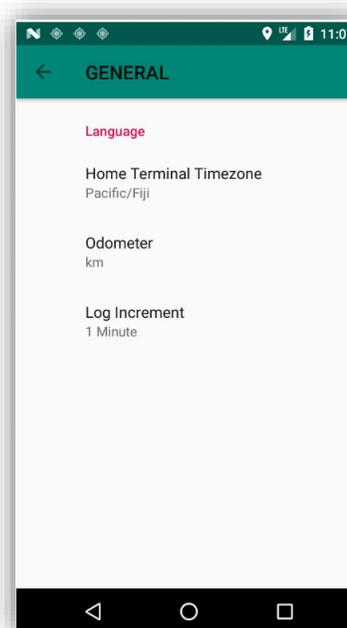
Main Menu Options: CYCLE RULES

- Tap the top left icon to show the main menu options
- Tap **CYCLE RULES**
- Enter information as required



Main Menu Options: GENERAL

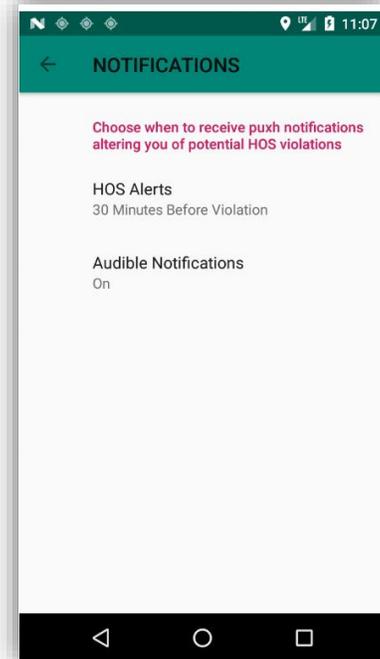
- Tap the top left icon to show the main menu options
- Tap **GENERAL**
- Enter information as required



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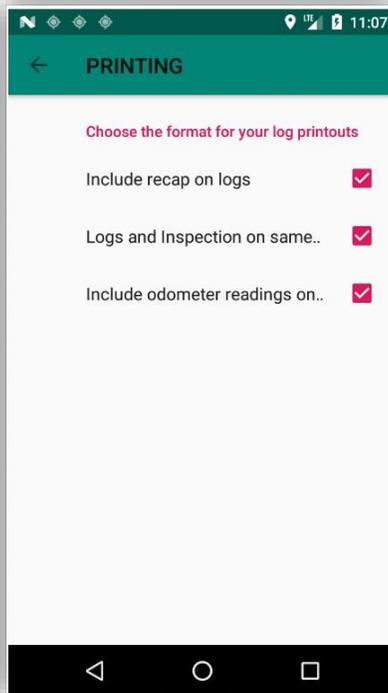
Main Menu Options: NOTIFICATIONS

- Tap the top left icon to show the main menu options
- Tap **NOTIFICATIONS**
- Enter information as required



Main Menu Options: PRINTING

- Tap the top left icon to show the main menu options
- Tap **PRINTING**
- Enter information as required



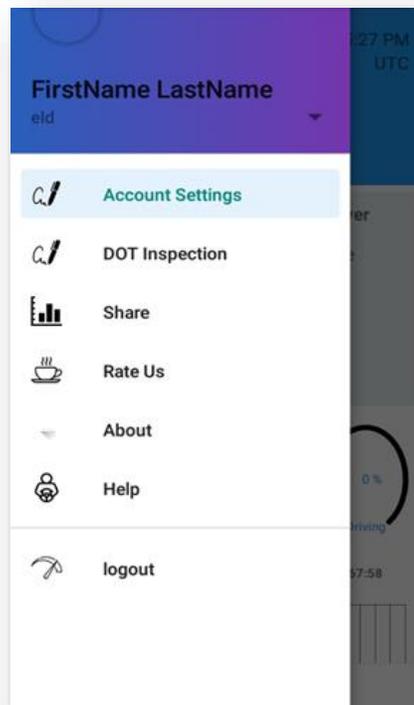
SynodicELD User Manual

MAIN MENU OPTIONS: DOT INSPECTION

- Tap the top left Icon to show the main menu
- Tap **DOT inspection**

Note

A DOT inspection is an inspection conducted by the Department of Transportation to ensure that all the CMV parts and accessories are safe to use, in good condition, and working properly.



SynodicELD User Manual

DOT INSPECTIONS

The inspection generates an eld file. Submission methods are Web Services and Bluetooth.

Press and hold BEGIN INSPECTION to set an access code

- NOTE: SEND LOG allows you to sends Logs by
 - Email ??
 - Web Services
 - Bluetooth

- BEGIN INSPECTION: Set Access Code
- Enter 4 digit code to lock in DOT Node
- NOTE: remember your code

- Tap SEND LOG: view the options to send Inspection file. The options are discussed in more details on the next page

DOT Inspection

Inspect logs for previous 7 days + today
Click begin inspection and hand your phone to the officer

BEGIN INSPECTION

Press and hold to set an access code

DOT Inspection

Enter 4 digit code to lock the application in DOT inspection mode. You will have to re-enter the code to exit DOT inspection mode.

2 3 4 4

[Skip to inspection report](#)

CONTINUE

Send Logs and Inspections

Recipient Email

SEND

Submit ELD file via Web Services

SUBMIT

Share ELD file via Bluetooth

SEND VIA BLUETOOTH

Click preview logs to preview today and previous day logs

PREVIEW LOGS

SynodicELD User Manual

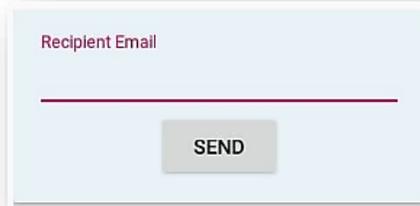
SEND LOG AND INSPECTION

Submission methods for the ELD file.

Email submission send the file via email.

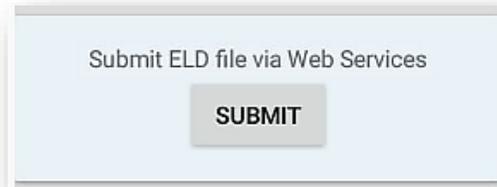
- Enter an Email address and click Send button.
- The receiver receives an email containing an ELD file.

Email submission: you can't manually type recipient email



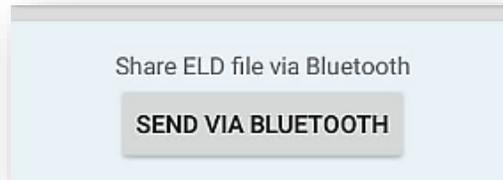
Web services submission application share ELD data and **services** via the internet using special protocols

- Tap the Submit button and the application is submission.
- Synodic web service will submit the eld file directly to FMCSA web service where an inspection officer will review it



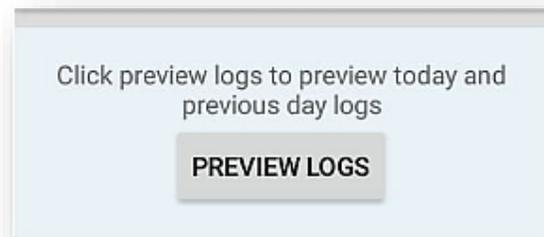
Bluetooth submission

- Tap the button and get a list of available Bluetooth devices,
- select the Bluetooth device of the inspection officer and tap send



Preview Logs

- allows you to preview logs before sending



SynodicELD User Manual

The Dashboard Main Activity page:

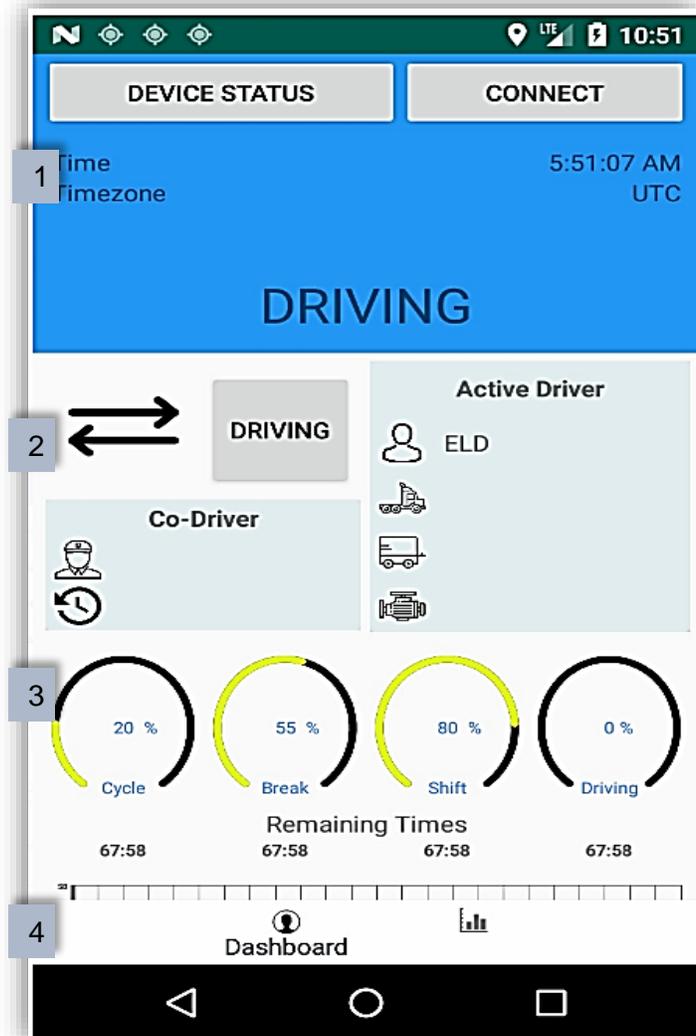
The Dashboard displays the main activity page where a driver finds all information regarding HOS, violations, Forms, Inspections, and previous day logs. The main activity page has 4 sections

1. Device status
2. Driving status
3. Progress display
4. Dashboard/Logs display

1 DEVICE STATUS

There are two buttons at the top.

- **DEVICE STATUS** button opens another activity which shows the device's each module status separately.
- **CONNECT** button opens another activity which scans ELD devices and lets user connect to them.
- **Note:** Connect button changes its text to **"Disconnect"** when application is already connected to an ELD device



2 DRIVING STATUS

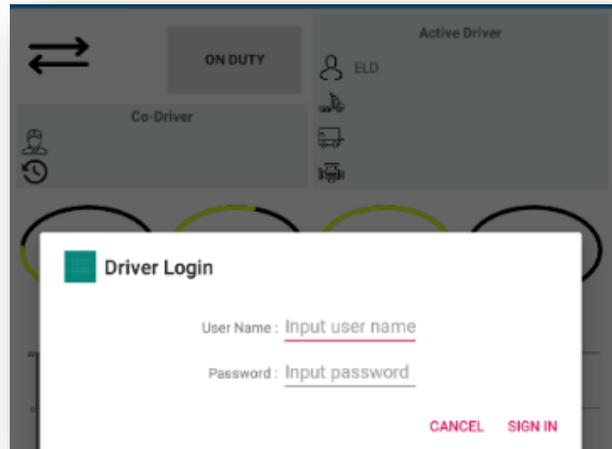
The driver status section has controls that allows you to

- Tap the arrows image button to change active co-driver to active driver.



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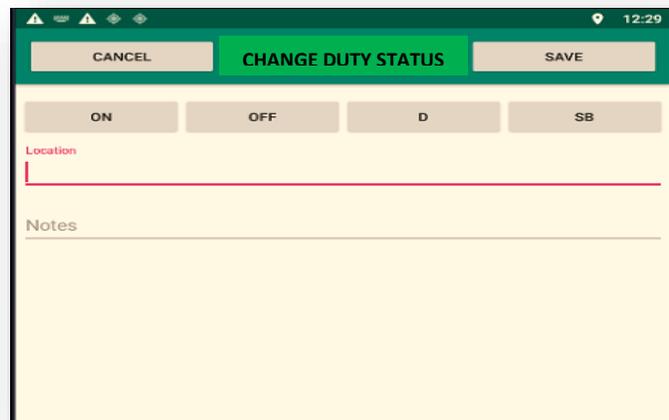
- Tap the arrow Button to prompt login dialog if a co-driver is not signed in already.



- Co-driver changes to active driver automatically when a co-driver signs in.



- Tap the ON DUTY button to change duty status
- Enter desired info
- Tap save



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3

PROGRESS DISPLAYS.

cycle progress displays

- The percentage of time left in cycle.
- Value is dependent on the active rule i.e. 70 hours or 120 hours rule.

break progress displays

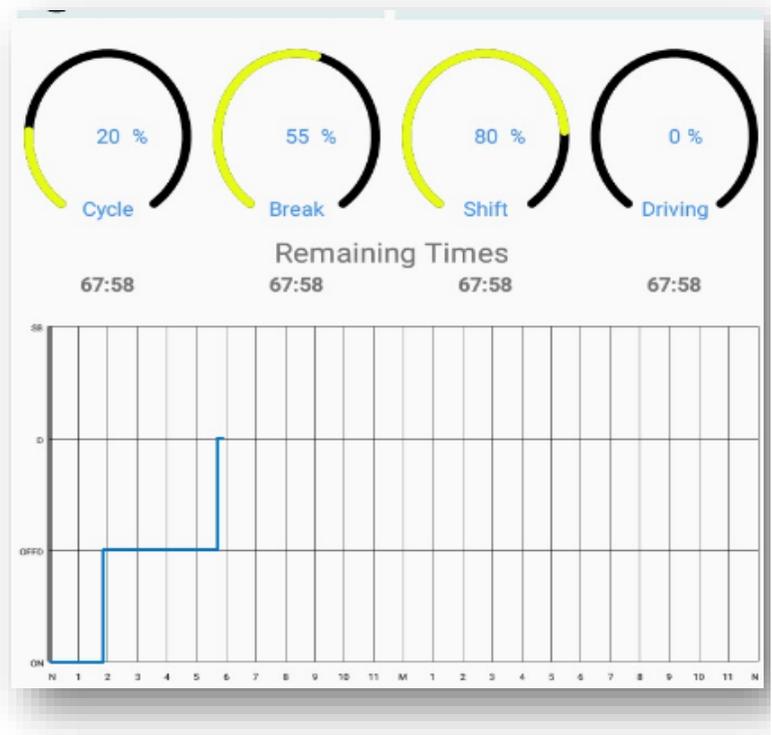
- Time left for break.
- A continuous driving for 8 hours requires a break of at least 30 minutes.
- Value will be zero when a driver drives for 8 hours continuously.

shift progress circle displays

- The time left in shift. Mostly shift duration is 14 hours.

driving progress circle

- Shows the time left for a driver to be in driving state

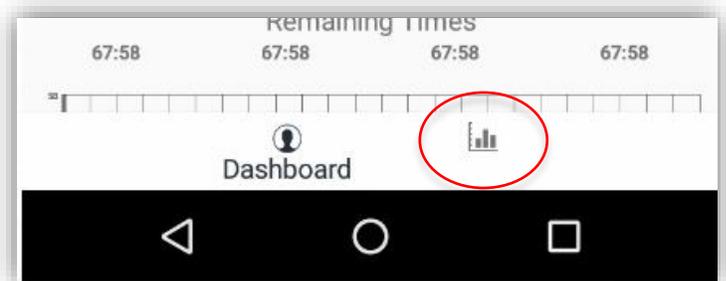


4

HOW TO VIEW AND UPDATE THE LOG:

At the bottom of Main activity window;

- Tap the Logs icon to switch to the logs view display screen



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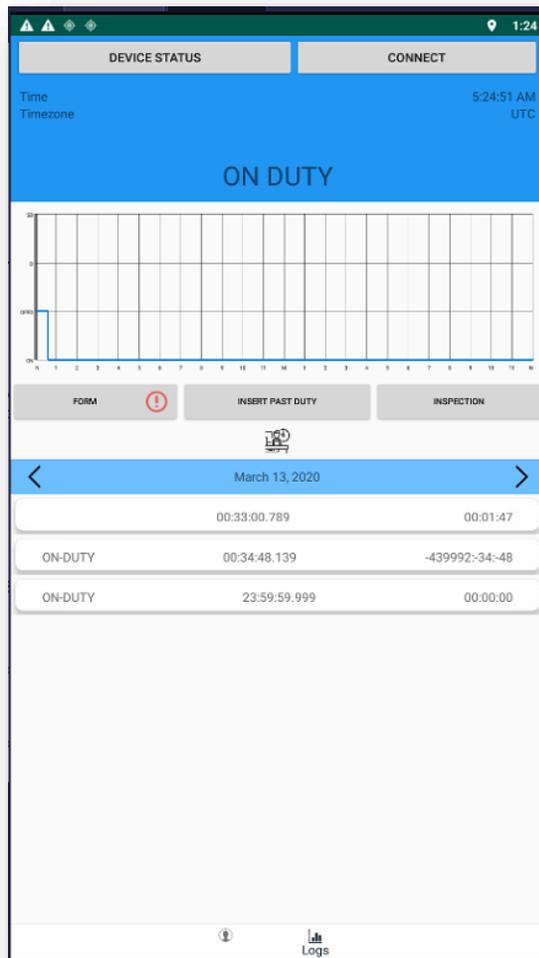
VIEW AND UPDATE LOGS DISPLAY

Tap the logs icon to view and update the log view

- Tab any of these 3 buttons to view the respective forms



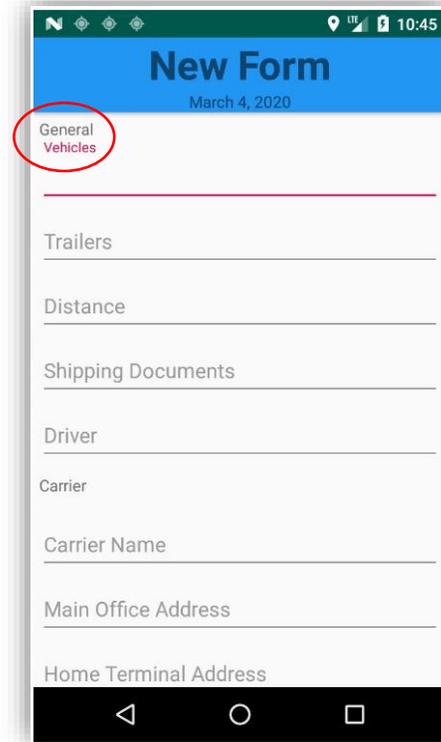
- Tap the arrows on the blue bar to change the date



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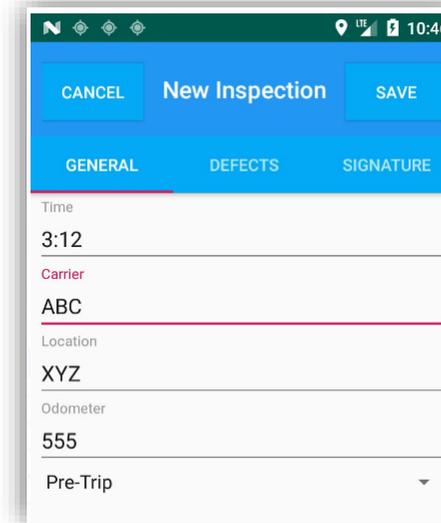
Dashboard showing :
NEW FORM for general vehicle
information

- NEW INSPECTION form displaying GENERAL information
- Tap the respective lines to enter data related to the trip



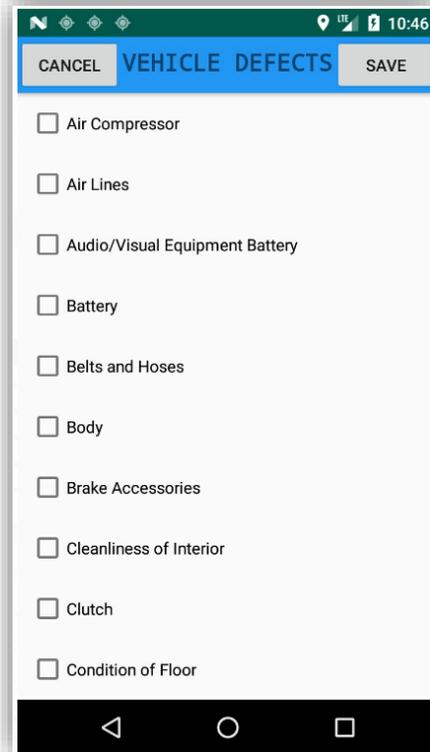
NEW INSPECTION form
showing DEFECTS information
Tap

- Allows for logging Vehicle / Trailer defects
- Add and remove defects associated with the vehicle / Trailer



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- VEHICLE DEFECTS Form provides checklist to capture issues easily

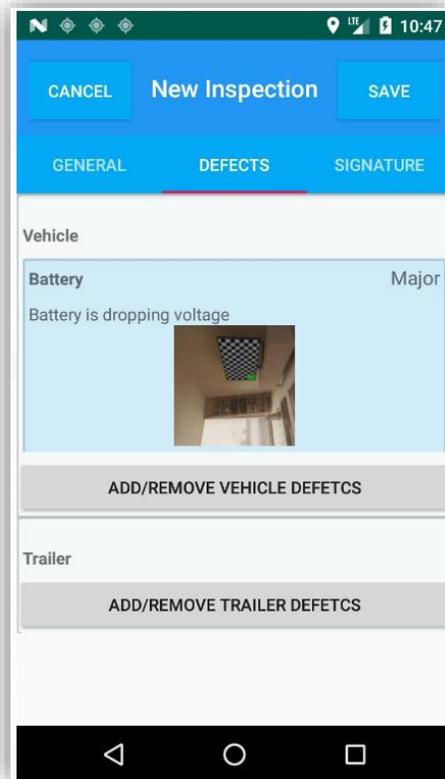


VEHICLE DEFECTS Form showing defects

Adding shipment form:

To add a shipping form for current day,

- Tap the **Logs icon** at the bottom of Main Activity and navigate to current day date (Right most).
- Tap Form button, a Form activity will be opened,
- Write all information and save it. The warning icon should be gone when a valid form is saved successfully.

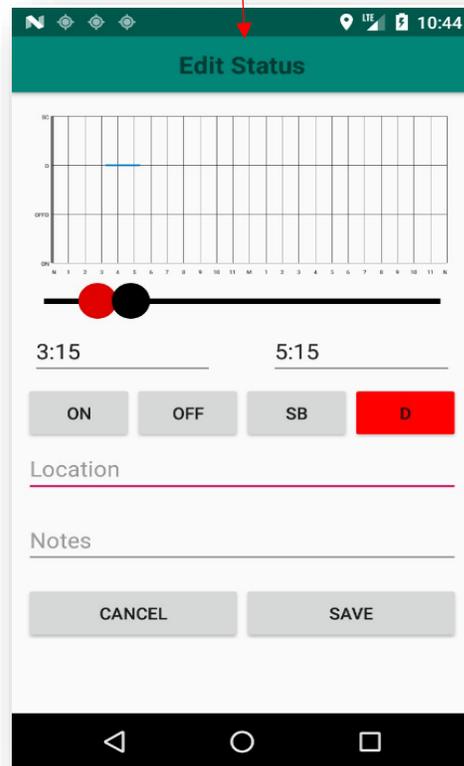
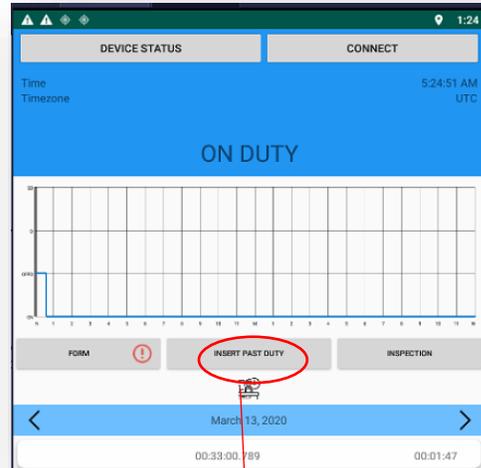


SynodicELD User Manual

Inserting Past Duty Statuses:

To add past due statuses

- Tap Logs Add past duty statuses by going to a desired date in logs fragment
- Tap **Insert Past Duty**.
- Select the time, duty status, location, and write a note.
- A driver cannot overwrite or modify a duty status written by ELD device.
- It is also compulsory to recertify the logs when any modification whether a duty status, a form, or inspection is made.

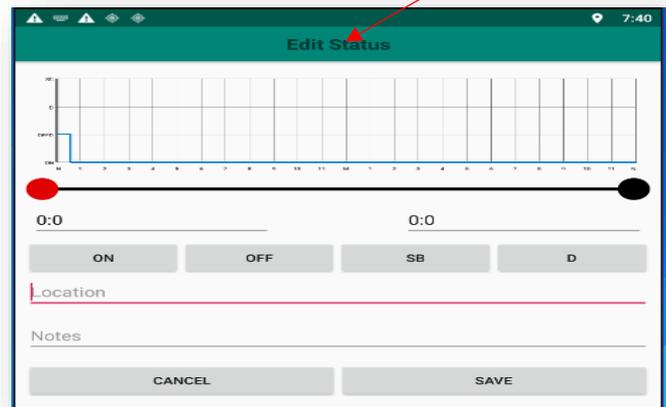
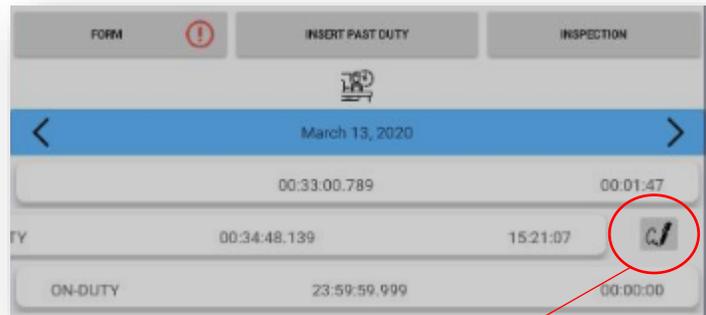


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Modifying Past Duty Status:

To modify a past duty status,

- Tap logs,
- Navigate to a desired date. View the driver statuses in a list.
- Swipe left the duty status and a button will appear.
- Tap that button and a status modification activity will be opened. Modify the status and save.



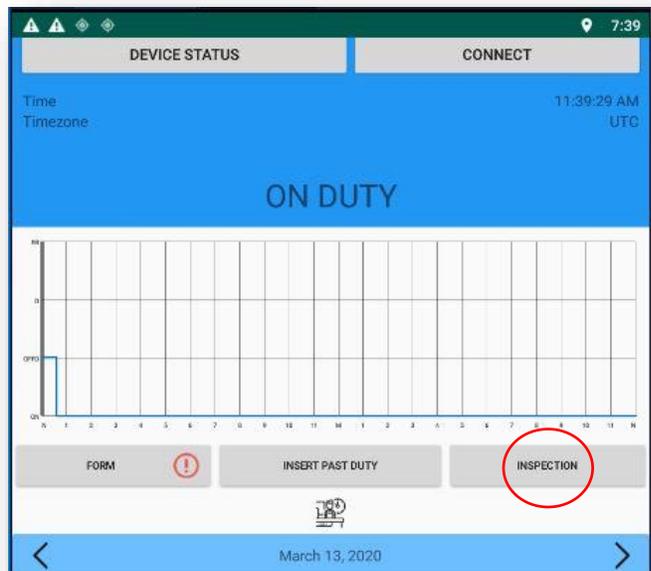
Adding DVIR:

DVIR can be added to each day log.

- A DVIR record carries the vehicle's and trailer's inspection report.
- Synodic ELD allows drivers to add trailer's DVIR separately.

To add DVIR to a past day or current day

- Tap Logs
-
- Navigate to a desired date



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- Tap the **INSPECTION** button.
- This opens up the DVIR interface. By default, the list of inspections will be empty if no inspection is added.

To add a new inspection,

- Tap the plus icon at the bottom right of the DVIR activity.



NEW INSPECTION interface.

There are 3 Tabs inside the **NEW INSPECTION** interface.

Tab General: Note information like.

- Time
- Carrier name/ID,
- Location,
- Odometer of the truck, Inspection type (Post trip, Pre trip).

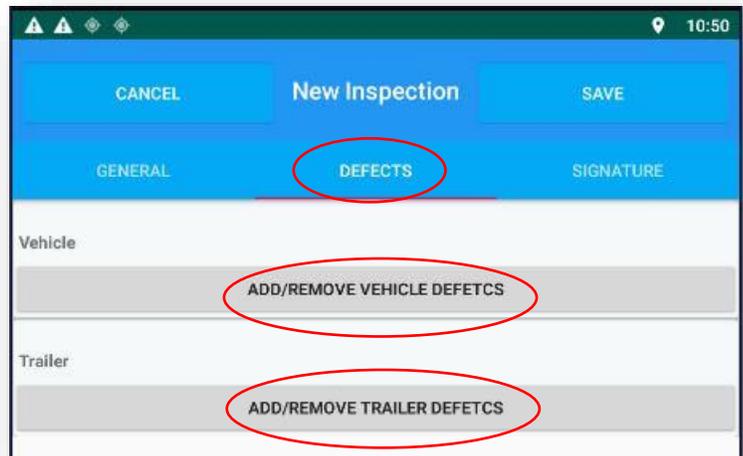
A screenshot of the "New Inspection" form in the application. The form has a blue header with "CANCEL", "New Inspection", and "SAVE" buttons. Below the header are three tabs: "GENERAL", "DEFECTS", and "SIGNATURE". The "GENERAL" tab is selected and circled in red. The form contains several input fields: "Time" with a value of "0:0", "Carrier" with a red error message, "Location", "Odometer" with a value of "0", and "Inspection type" with a dropdown menu showing "None". The top status bar shows the time 9:37 and a location icon.

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DEFECTS Tab

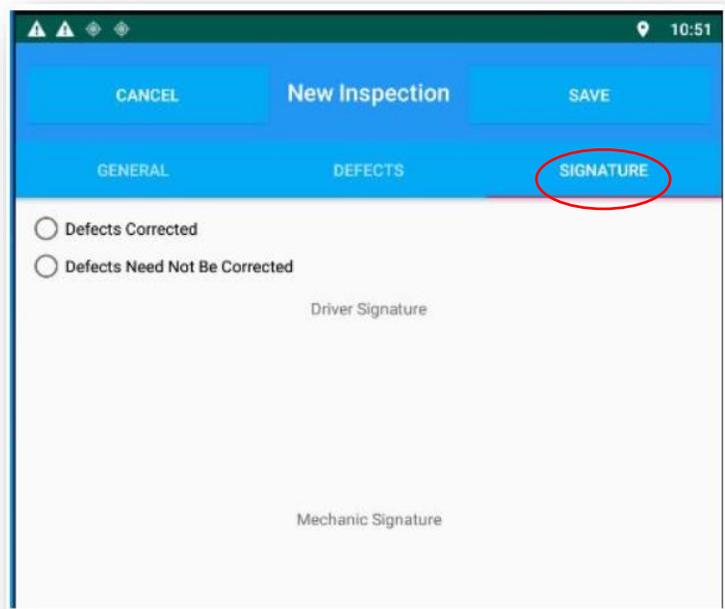
This Tab has buttons for;

- ADD/REMOVE VEHICLE DEFECTS
- ADD/REMOVE TRAILER DEFECTS and trailer defects.
- Each button opens a defects list for vehicle and trailer.



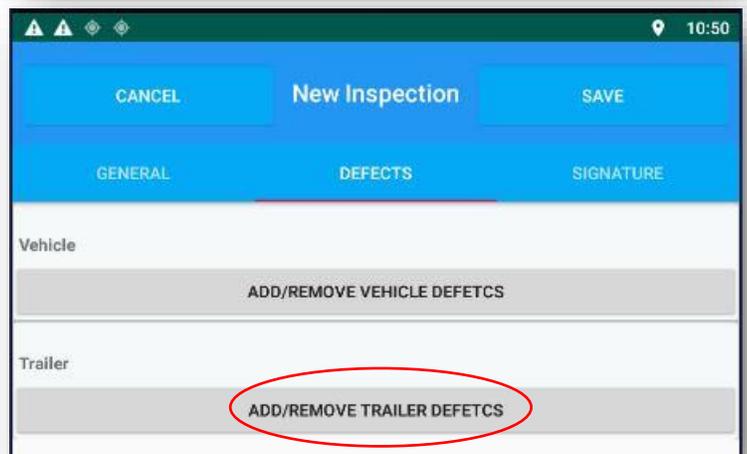
SIGNATURE Tab have two signature pads.

- It is compulsory to certify the record after adding defects. If those defects were resolved then the mechanic's signature is also required.



To add a vehicle defect

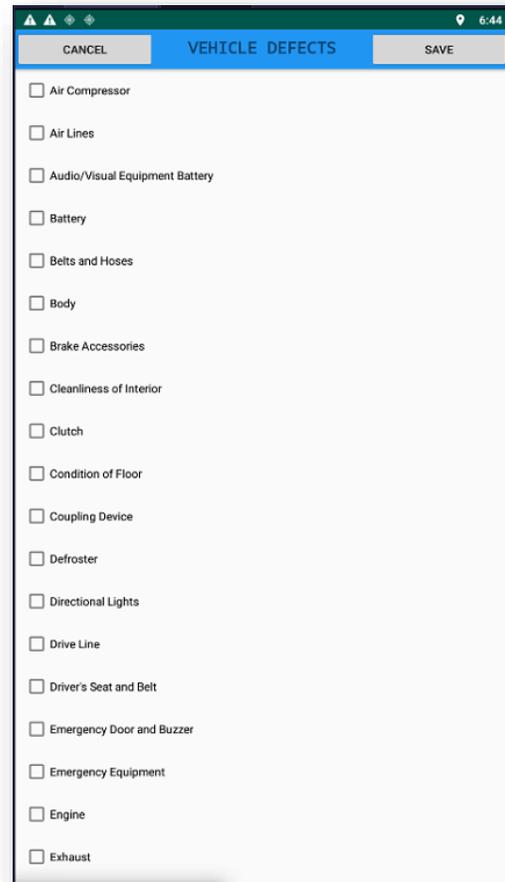
- Tap ADD/REMOVE VEHICLE DEFECT
- Choose from defects listed.



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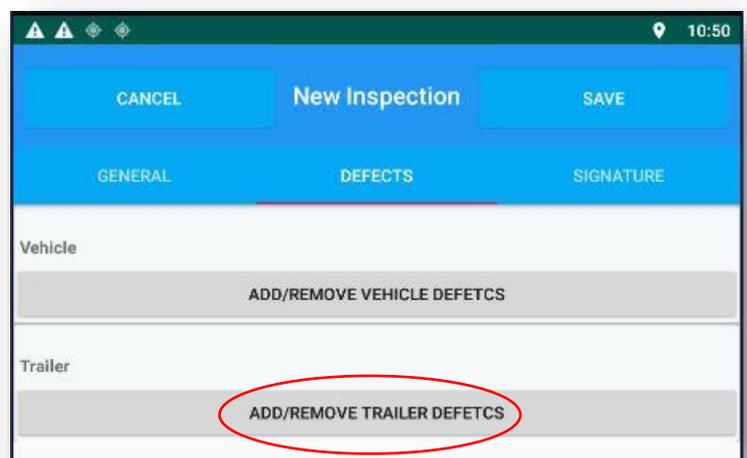
If defect is missing choose **Other** defect at the bottom of the list and write a note.

- Selecting a defect shows some additional options including the defect type (Major, Minor), a textbox for note, a button to add photo of the defect. All of the additional options are not compulsory.
- Select multiple defects and then Tap Save button to save the defects.
- NOTE: An inspection report can only be saved when all information in General, Defects, and Signature are complete and correct. Tap save button and the inspection record will be saved.



To Add/Remove vehicle defect

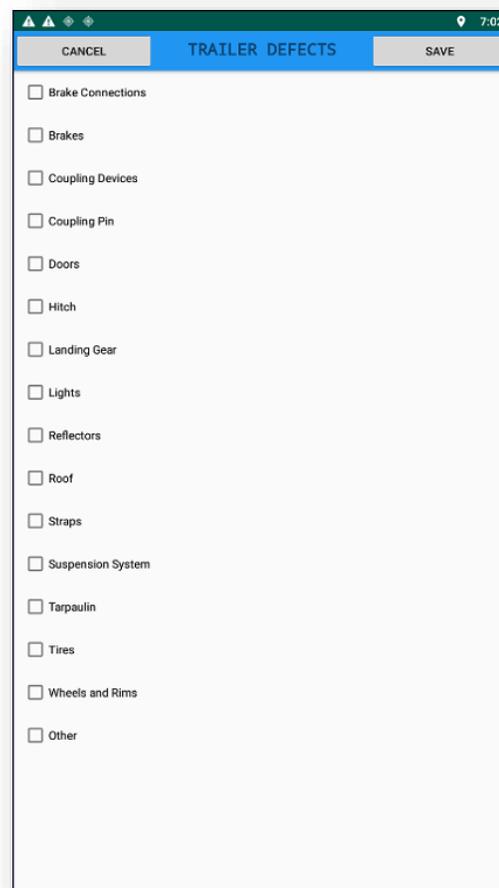
- Tap add/remove trailer defect



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If defect is missing choose **Other** defect at the bottom of the list and write a note.

- Selecting a defect shows some additional options including the defect type (Major, Minor), a textbox for note, a button to add photo of the defect. All of the additional options are not compulsory.
- Select multiple defects and then Tap Save button to save the defects.
- NOTE: An inspection report can only be saved when all information in General, Defects, and Signature are complete and correct. Tap save button and the inspection record will be saved.



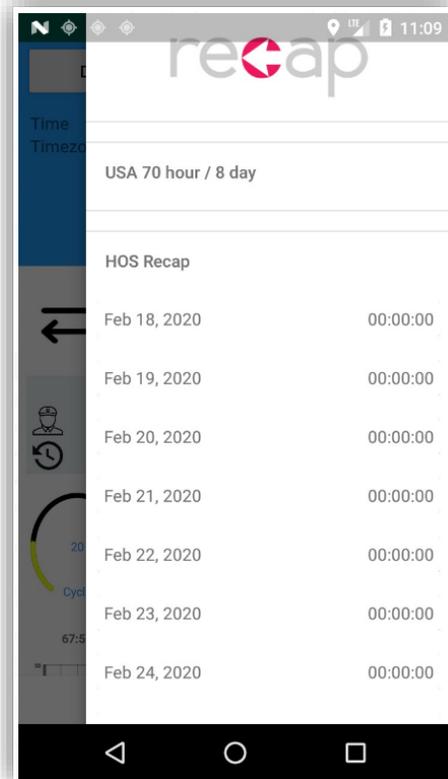
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Navigation Menus:

In addition to Main Activity carrying Dashboard and Logs fragment, there are left and right navigation menus.

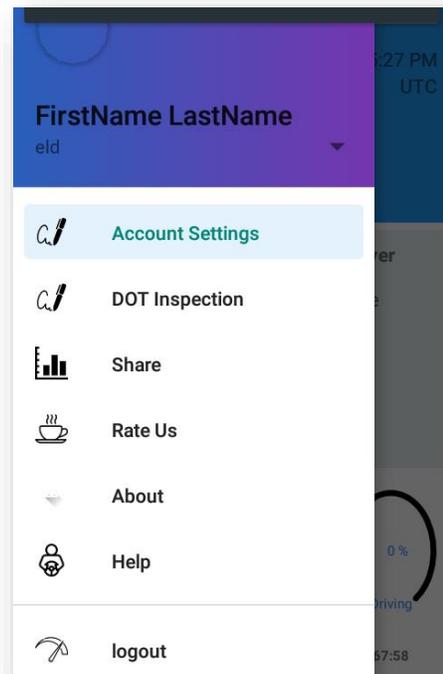
Right navigation menu shows the HOS recap report. This report shows the rule followed at the top. Duty time of current day and last 14 days is shown below the rule.

Summary carries previous days (7 days for 8 days rule and 6 days for 7 days rule) duty time cumulatively, available duty hours for current day, the hours of duty performed in the current day, and the hours left for the next day.



- **The Left** navigation menu has
 - Application Settings
 - DOT inspection
 - Sharing
 - Rating us
 - About
 - Helping
 - Logout of the application.

NOTE: Clicking the logout will logout the current driver and automatically switch to co-driver.



SynodicELD User Manual

data transfer mechanisms

Synodic ELD hardware features supported and certified data transfer mechanisms that allow the ELD hardware to be installed and integrated in any commercial motor vehicle.



1 = Black	5 = White
2 = Red	6 = Purple
3 = Yellow	7 = Blue
4 = Green	8 = Orange

