

# ELD DRIVER GUIDE



# **Table of Contents**

FIRST TIME USE	
SIGN IN	1
SkyBitz ELD Main Menu	2
PREVIEW AVAILABILITY	3
INITIAL STATUS	3
ADD OR REMOVE RESOURCES	4
REVIEW PREVIOUS DVIR	4
DRIVER OVERVIEW	5
CHANGE STATUS	7
REST BREAK	٤ ٤
TRAILERS	8
SHIPMENTS	8
VIEW LOGS	<u>c</u>
GRID	<u>9</u>
LOG (Events / Details)	<u>S</u>
OFFICE	<u>9</u>
VIEW DVIR	<u>9</u>
DRIVER VEHICLE INSPECTION	11
REQUEST DVIR	11
REVIEW & SUBMIT	11
SELECT RESOURCE	12
SELECT PART & DEFECT	12
CARRY OVER DEFECTS	12
LOCATION DATA ENTRY	13
DRIVER OPTIONS	14
MISSING DATA	14
REQUEST LOGS.	14
ADD REMARKS	14
PRE-SHIFT	14
POST-SHIFT	14
TAKE EXEMPTION	15
DIAGNOSTICS	15
VEHICLE IN MOTION.	15
SIGN OUT	15



DEVICE FAILURE	16
SYMBOLS & WARNINGS	16
ENGINE OR BLACK BOX CONNECTION STATUS	16
WEB SERVER CONNECTION STATUS	16
GPS CONNECTION STATUS	17
LOGS PENDING	17
NO TRAILER	17
NO SHIPMENT	
OBC FAILURE	17
MISCELLANEOUS WARNINGS	18
RECORD STATE LINE CROSSINGS <sup>1</sup>	18
UNKNOWN DRIVER	
PERSONAL CONVEYANCE <sup>1</sup>	18
ABBREVIATION CODES	19



## **FIRST TIME USE**

This screen is shown when the tablet is powered up for the first time. Enter the Vehicle ID, Account ID, your Driver ID and PIN as specified by your motor carrier and select Register.



The Driver is now registered for single sign-on using their PIN code using the screen shown below. In the upper-right corner are three symbols; Location (compass), Comms (antenna), and Bluetooth icon. All three symbols should display the white background which indicates each is functioning properly as shown on the screen to the left. The screen on the right indicates the Bluetooth is not connected.

NOTE: Bluetooth must be connected to the VNA2 device to sign-in. If Bluetooth is not connected, tap the Bluetooth icon. If you are in the same vehicle and there have been no equipment changes, tapping the Reconnect button is the fastest option. If Reconnect does not connect to the VNA device, click the Rescan button to verify that the tablet can see the VNA device, and select the VNA device. If the truck has been running for at least a full minute and still cannot see the VNA device, use your paper logs and contact your fleet's technical support personnel.

## **SIGN IN**

This screen is shown when no driver is signed in to the device. Drivers who have signed in at least once on the device will be listed on this screen. If your name is listed, tap anywhere on your driver name line. Use the on-screen keypad to enter the Driver PIN and you will be logged in.



If any of your driver info has been changed on the web portal, tap the Update Driver Info button to pull down the latest info before entering your PIN.





To add a <u>new</u> driver, tap Add New Driver.



Enter the Account ID, Driver ID and PIN code provided by your motor carrier for the new driver. Then, tap **Register** to add the new driver. After the driver is registered, the new driver follows the login instructions above.

**Tip:** Wherever an underlined text field appears on the screen, tap once above the line to show the keyboard. Tap the **Enter** button when you have finished typing to close the keyboard.

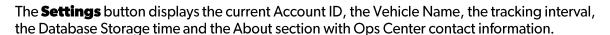


## **SkyBitz ELD Main Menu**

After a driver has signed in, the SkyBitz ELD Main Menu is displayed. The SkyBitz ELD main menu has five key buttons.

- HOS
- Settings
- Update Driver Info
- Lock
- Log Off

Select **HOS** home button to display the HOS functionality.



Select **Update Driver Info** if you need to update the driver information that was changed on the web portal. The most common use for this is when a driver has requested a new PIN.

Selecting the **Lock** button will lock out the ELD screen until the driver PIN is entered again.

The **Log Off** button is selected when the current driver wants to terminate their session and return to the driver sign in screen.

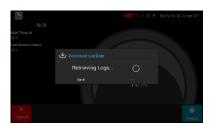
Below the main menu buttons, the Version number of the ELD software, the Diagnostics button and the Update Tablet button are also displayed.





### PREVIEW AVAILABILITY

Every time you sign in, the logging device will request your electronic records of duty status (daily logs) from the web server.







When you receive a message that logs are received or up to date, click **OK** to view your last recorded duty status and current driving time left. If you entered the wrong sign in information or don't yet have enough time available, tap **Cancel** to return to the **Sign In** screen. Re-enter the correct information or wait until you have hours available, and try again.

#### Q: What is Gain time at?

**A:** This is the date (month/day/year) and time at which your **Driving time left** will increase, presuming that you don't change duty statuses before then. See **Driver Overview** for more information.

Q: I've been waiting a long time, but still haven't received my logs. What should I do?

**A:** If you have waited at least 60 seconds, tap **Stop** to continue the sgn in process without a response from the web server. A **Logs Pending** symbol will appear on the **Driver Overview** screen and remain visible until a response is received.

If you are configured to operate commercial vehicles in both the United States and Canada, you may preview your driving time left for either country before completing the sign in process. Tap the flag icon to select your country setting. All screens, including Driver Overview, View Logs, and Vehicle Motion, will update to show your hours of service information for the selected country.

If the language selection feature is enabled, you may choose the language in which the application is displayed. Tap **Language (Langue)** and then select either English (Anglais) or French (Français).

#### **INITIAL STATUS**

After previewing availability, tap Status and then choose the button that best represents your initial duty status. See the Change Status section for a complete list of buttons and corresponding duty statuses.

You may be prompted to enter your location if GPS data is not available. See **Location Data Entry**.





Q: I don't see a Driving button. How do I record when I am driving the vehicle?

**A:** When you tap **On Duty (Driver)**, you are indicating that you are on duty and preparing to operate the vehicle. The logging device will detect when the vehicle is moving and record the correct duty status for you based on the movement of the vehicle. With default host settings, that will operate as below.

ON DUTY Vehicle moves ½ mile Driver's duty status is D recorded as Driving (Line 3)

D Vehicle stops for 5 Driver's duty status is ON DUTY minutes recorded as On Duty Not (Driver)

Driving (Line 4)

**Q:** I don't have a co-driver. Do I still need to tap the Driver button before I operate the vehicle?

**A:** Yes. The logging device uses this information not only to maintain accurate driver logs but also for other recordkeeping, such as determining when driver vehicle inspection reports need to be created or reviewed. See **Driver Vehicle Inspection**.

#### ADD OR REMOVE RESOURCES

If you are the first driver to sign in during your work shift, you may be asked to review the trailers and shipments added by a previous driver, and remove or add new resources.

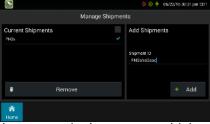
Tap **Remove** to remove the selected resource shown on the left without recording it on your log. To add a resource, enter the ID in the **Trailer ID** or **Shipment ID** field on the right and then tap **Add**. You may also add or remove resources after you are signed in. See **Resources**.

Tap **Next** to keep all resources shown. This will record these resources, if any, on your current driver log.

#### **REVIEW PREVIOUS DVIR**

If the DVIR feature is enabled and you are the driver of the vehicle, you will be prompted to





review the most recent driver vehicle inspection report for each resource in the current vehicle combination. If a trailer was removed during sign in, you will be prompted to create a driver vehicle inspection report for each trailer removed. See **Driver Vehicle Inspection**.

The **Driver Overview** screen will be shown when the sign in process is complete. **Always review your logs before operating the vehicle to ensure that all information is true and correct.** You are responsible to ensure that all records required to be in your possession<sup>1</sup> are available in electronic and/or paper format.

<sup>&</sup>lt;sup>1</sup>See US 49 CFR §395.15(b)(4) and CA SOR-2005-313 §84



**A:** Tap **Back** to go back and change a response without starting over. Tap **Cancel** to discard all previous responses and start the sign in process from the beginning.

**Q:** I performed some work after signing out of the logging device but before signing in again. Can I record that activity now?

**A:** Yes, but only if the activity you wish to add was On Duty, not Driving. After completing the sign in process, go to **Options** to add **Pre-Shift** time (time worked just before signing in to the logging device) and/or **Post-Shift** time (time worked just after signing out of the logging device). Your driving time left will be recalculated accordingly.

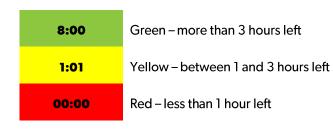
## DRIVER OVERVIEW

This is the main screen of the application, showing the driver's name, current duty status, and hours and minutes of driving time left.

Tap + **Driver** to allow a co-driver to sign in. Tap on any driver's card on the left to see the Driver Overview screen for a co-driver who has already signed in.

**Driving time left** is shown in the large colored gauge. The color reflects approximate driving time left:





Tap the circled arrow below **Gain Time At** to display Driving Time Details (the time remaining under each applicable hours of service rule). You may swipe up and down to view more detail if it does not all fit on the screen.





## **Q:** What is driving time left, and how is it calculated?

**A: Driving time left** is the maximum time in hours and minutes (hh:mm) that a driver legally may continue to operate a commercial vehicle without rest. The logging device calculates the time remaining until each applicable hours of service limit will be reached. The lowest of these times is displayed as **Driving time left**.

		US property-carrying limits <sup>1</sup>	US passenger-carrying limits <sup>2</sup>	Canada south of 60°N limits <sup>3</sup>
Work Shift	Driving	11 hours	10 hours	13 hours
	Rest Break	8 hours	Not applicable	Not applicable
	Duty	14 hours	15 hours	14 hours
Daily	Driving	Not applicable	Not applicable	13 hours
	Duty	Not applicable	Not applicable	14 hours
	Off Duty	Not applicable	Not applicable	14 hours
Cycle	Duty	60 hours in 7 days or 70 hours in 8 days	60 hours in 7 days or 70 hours in 8 days	70 hours in 7 days (Cycle 1) or 120 hours in 14 days (Cycle 2)
<sup>1</sup> See US 49	CFR §395.3	<sup>2</sup> See US 49 CFR §395.5	<sup>3</sup> See CA SOR-2005-313 §12-29	



Q: What is the difference between Work Shift rules and Daily rules?

**A:** Work Shift rules restrict the on-duty time that a driver may accumulate from the moment the driver reports to duty to the moment he or she is released from duty. Work Shift calculations do not reset until the driver has accumulated the minimum consecutive off duty time required by the applicable US or Canadian hours of service regulations.

Canada has additional rules, called Daily rules, which restrict the on duty time a driver may accumulate from the start of one 24-hour log period to the start of the next and establish mandatory minimums for the total off duty time a driver must accumulate within a log period. Daily calculations automatically reset at the beginning of each log day.

Q: What does it mean if driving time left is followed by a question mark?

**A:** A question mark (?) means that the logging device cannot calculate **Driving time left** due to insufficient data. The number shown should be considered a "best guess" based on the records currently available. **Review all records of duty status, including paper logs, to determine your actual driving time left.** 

Q: Why do my driving time details sometimes show "Salesperson" instead of "Cycle Duty"?

**A:** If you are operating in the US as a driver salesperson<sup>1</sup>, the typical cycle duty limit does not apply toward your driving time left so long as you do not exceed 40 hours Driving in any period of 7 consecutive days<sup>2</sup>. The Salesperson value shows how long you may continue to drive under this driver salesperson exception.

<sup>1</sup> See US 49 CFR §395.2 <sup>2</sup> See US 49 CFR §395.1(c)

## **CHANGE STATUS**

Starting from the **Driver Overview** screen, tap **Status** and then choose the button that best describes your current activity. These buttons are available for all drivers:

On Duty (Driver)	Choose this when you are on duty and taking control of the vehicle. The logging device will detect when the vehicle is moving and automatically record your activity as D (Line 3) when the vehicle is moving and ON (Line 4) when the vehicle is stopped. <b>No other driver may take control of the vehicle until you choose a different status, start a Rest Break, or sign out.</b>
On Duty (Not Driver)	Choose this if you are on duty but not in control of the vehicle. This will record your activity as ON (Line 4). If no one has taken control of the vehicle, the automatic motion detection system will continue to track vehicle movements and report them to your carrier as Unknown Driver events.
Sleeper Berth	Choose this when you are beginning a period of rest in the vehicle's sleeper berth. This will record your activity as SB (Line 2).
Off Duty	Choose this when you are relieved of duty and are signing out of the logging device. This will record your activity as OFF (Line 1). To record your status as off duty without signing out of the logging device, see <b>Rest Break</b> .

This additional status may be available if enabled by your carrier:

Personal Choose this if you are relieved from all responsibility for performing work and vehicle for your own personal use. This will record your activity as OFFPC (Lindescribing this time as Personal Conveyance.	
--	--



#### **REST BREAK**

The Rest Break feature may be used for recording off duty activity during the work shift. Drivers who use this feature remain signed in to the application, thereby avoiding the screen prompts associated with signing out of a logging device and signing back in again.

Drivers should use this feature only when they will return to duty in the same vehicle before the end of the work shift.

To begin a rest break, tap the **Rest Break** button in the upper right of the driver overview screen and confirm that you want to start a break now. This will record your activity as Off Duty (Line 1) without signing you out of the application.

The application will determine the minimum rest necessary to improve driving time, and show this value as **Gain Time**At. When the required rest break time is fulfilled, **Gain Time**At and **Driving Time Remaining** will be recalculated.

To end a rest break, tap the red **Stop Break** button in the upper right to display the Status screen.

Choose **On Duty (Driver)** if you are returning to duty and will be operating the vehicle or **On Duty (Not Driver)** if you are the co-driver. Choose **Sleeper Berth** if you will continue resting in the vehicle's sleeper berth before returning to duty. Choosing any button other than **Sign Out** will return to the Driver Overview screen and cause **Gain Time At** and **Driving Time Remaining** to be recalculated.

When you are finished using the vehicle, don't use the Rest Break feature. Instead, choose **Sign Out** from the Status screen. This will begin the sign out process and trigger a post-trip driver vehicle inspection if applicable.





## **TRAILERS**

From the **Driver Overview** screen, tap the **Trailers** button.

To add a trailer to the list, enter the trailer ID and then tap **Add** (or **Enter** on the keyboard). This will add the trailer as a current resource and also record this information on the current day's log for each driver who is signed in. To drop trailers, tap on one or more checkboxes in the list on the left, and then tap **Remove**. Tap on **Home** to return to the **Driver Overview**.

If the DVIR feature is enabled, you will be prompted to create a DVIR when you remove a trailer, or review the most recent DVIR when you add a trailer. See **Driver Vehicle Inspection**.

## **SHIPMENTS**

From the **Driver Overview** screen, tap the **Shipments** button.

To add a shipment to the list, enter the shipping document number (if applicable) or the shipper name and commodity name, and then tap **Add**. This will add the shipment as a current resource and also record this information on the current day's log for each driver who is signed in. To drop a shipment, tap on it once to highlight it in the list, and then tap **Remove**.



**Tip:** If adding multiple shipments bound for separate destinations, add them one at a time so that each is listed on a separate line. This will allow you to remove individual shipments at each stop, so that the shipment list always reflects your current load.

## **VIEW LOGS**

This screen allows you or an official to view your electronic record of duty status (daily log) for each day required to be in your possession<sup>1</sup>.

Starting from the **Driver Overview** screen for the driver, tap **Logs** to see the grid view (graph of duty statuses) for today's date (month/day/year). Tap the **Log/Grid** button to toggle between the grid view and a line-by-line detail view. You may use the arrows on either side of the screen or swipe the screen side to side to navigate through your log history. The **Office** button displays general carrier information.

#### **GRID**

- Graph of all duty statuses for each 24-hour period starting at midnight
- Total hours

## LOG (Events / Details)

- Duty status changes and locations
- Remarks added by the driver or the logging device
- Hours of service exceptions claimed by the driver
- Distance driven<sup>2</sup>
- Co-drivers
- Vehicles (trucks or tractors) and trailers
- Shipments
- [Canada format only] The cycle being followed
- Total duty hours for the 7- or 8- consecutive day period [US format] or 7- or 14- day cycle [Canada format] ending today<sup>3</sup>

#### **OFFICE**

- Name of motor carrier
- Main office address
- Driver's home terminal
- Home terminal address

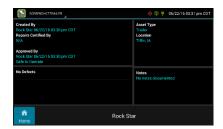
## **VIEW DVIR**

This screen allows you or an official to view the most recent driver vehicle inspection report for any resource (vehicles, trailers, etc.) in the vehicle combination.









<sup>&</sup>lt;sup>1</sup> See US 49 CFR §395.15(b)(4) and CA SOR-2005-313 §84

<sup>&</sup>lt;sup>2</sup> Excluding any distance travelled while operating a CMV as a personal conveyance

 $<sup>^3</sup>$  Visible only when viewing a log for the current date



Starting from the **Driver Overview** screen for any driver, tap **DVIR**<sup>1</sup> to see the report for the first available resource (typically the vehicle).

Tap the tabs at the top left of the screen to navigate between the different resources.

A driver vehicle inspection report includes the following information:

- Resource type (Vehicle or Trailer) and ID
- Odometer<sup>2</sup>
- Location of vehicle when the driver vehicle inspection report was created
- Defects or deficiencies noted, or "None"
- Report creation details:
  - o Driver
  - o Date<sup>3</sup> and time
- Repair certification details (if applicable):
  - Certifying agent or driver
     Date<sup>3</sup> and time

  - Repairs Made or Repairs Not Necessary
- Driver review/acknowledgment details:
  - o Driver
  - Date<sup>3</sup> and time

Safe to Operate or Unsafe to Operate

 $<sup>^{1}</sup>$  Visible only if the DVIR feature is enabled; selectable only if a driver vehicle inspection report is available for

<sup>&</sup>lt;sup>2</sup>Visible only when viewing a DVIR for a Vehicle.

 $<sup>^3\,\</sup>mathrm{Displayed}$  in month/day/year format.



## **DRIVER VEHICLE INSPECTION**

#### **REQUEST DVIR**

After choosing the Driver button or adding a trailer to the vehicle combination, verify the ID of the resource that you are using, and then tap **Request DVIR**.

The logging device will request the most recent driver vehicle inspection report and refresh this screen when a response is received. Fill in any empty boxes and tap **Next.** 



Q: I've been waiting a long time without receiving the most recent report. What should I do?

**A:** If you have waited at least 60 seconds, tap **Stop** to continue the inspection process without a response from the web server. If a previous un-reviewed report is already stored on the logging device, it will be presented for you to review. If not, perform your own inspection and create a new DVIR listing any defects you find.

## **REVIEW & SUBMIT**

If a previous report is presented for you to review, use the arrow buttons to scroll through the report and review all the information provided. See **View** 

DŸIR.

If any defects are listed, verify that a statement is present certifying that the defects were repaired or that repair is not needed. Be sure to review all defects for each resource in the current vehicle combination. When you are done with the review, tap **Next** to show the acknowledgement screen.







Tap **Yes** if you are satisfied with the vehicle's condition, otherwise tap **No**. If any unresolved defects were listed on the report, you will also need to select **Complete** or **Not Needed** for Repair Status. Tap **Done** to submit the report.



## **SELECT RESOURCE**

When it is time to create a driver vehicle inspection report, a list of resources subject to inspection will be shown. Tap once on a resource to highlight it and then choose the appropriate button.



No Defects

Choose this to report that the resource is free of defect or deficiency.

Add Defects

Choose this to note one or more defects for the resource.

A resource ID shown in blue and having a message of No Defects or Defects Added on the right indicates that you have completed a DVIR for that resource during the current inspection process, or that an unrepaired defect has been carried over from a previous report. You must complete a DVIR for all resources in the list to move to the next screen. See Carry Over Defects.

<sup>1</sup> US 49 CFR §396.11 requires a report to be prepared at the completion of each day's work on each vehicle operated; CA NSC Standard 13 requires a report to be completed once every 24 hours.

## **SELECT PART & DEFECT**

When you tap **Add Defects** or **Edit Defects**, a list of parts will be shown for the selected resource. Tap once on a part to highlight it, and then select one or more defects from the list on the right. All defect lists will include an option for **Other**, where you can type in your own description.

Repeat this process for each defective part. Tap **Done** to return to the **Select Resource** screen. After inspecting all resources, tap **Finish** if there are no defects to report, or tap **Next** to show the **Review & Submit** screen.

**Note:** Part names and defect descriptions are specific to the type of resource (vehicle or trailer) currently selected for inspection. Both lists can be customized by your motor carrier.





#### **CARRY OVER DEFECTS**

In some cases, the previous DVIR for an asset may include a defect that was certified as **Repairs Not Necessary**. This suggests that the defect or deficiency may still exist, but that repair is not required in order for the vehicle to be operated safely.

The logging device will "carry over" such defects to the next driver vehicle inspection report. You will be notified when beginning a new inspection report if the previous report has such defects. You may add to or edit these defects as needed before submitting your new inspection report.



## **LOCATION DATA ENTRY**

The logging device uses GPS to determine the vehicle's location at the time of each duty status change and driver vehicle inspection. If valid coordinates cannot be obtained from GPS, you will be prompted to enter the location.



Туре	Choose from City/State, Intersecting Highways, Highway/Mile post or Highway/Service Plaza.
Name	(optional) Enter the customer name or landmark where the status change or inspection took place. This name will appear in the Events view of your driver logs to provide additional context for your activities. See <b>View Logs</b> .
City	Enter the name of the city. If outside city limits, enter the name of the nearest city, town or other population center.
State/Province	Select the state, province, or territory.

If GPS coordinates are not available when the automatic motion detection system records a status change, the driver will need to enter the location of that change after the vehicle stops moving.

If the Options button is red, tap on it and then tap the Missing Data button at the top of the list.

This will display the location data entry screen, where you should verify the date (month/day/year) and time at the top of the screen for each duty status change before entering the location where that change occurred.



**Tip:** If the logging device frequently prompts you to enter location data, check the GPS antenna to ensure that it is not loose or disconnected.



## **DRIVER OPTIONS**

These options provide a way to record additional information on your logs, synchronize logs with the web server, or change how logs are displayed. Starting from the **Driver Overview** screen, tap **Options**.

#### **MISSING DATA**

This option allows you to back-fill information for duty status changes that have been recorded in the past. This option is enabled only if required information (most typically the vehicle's location) was not available when the duty status change was recorded. See **Location Data Entry**.

#### **REQUEST LOGS**

This option allows you to synchronize electronic records with the web server at any time during your trip. Use this if you need to:

- Download amendments to your logs for the current or previous days
- Download notes for a driver vehicle inspection report after the report has been reviewed
- Download inspection checklists and other configuration settings that have changed since you signed in
- Upload unsent logs and inspection reports to the web server

This option will be disabled if the logging device is unable to open a connection to the web server. See **Symbols & Warnings**.

**Note:** Depending on the wireless network used, excessive log requests may lead to overages on your carrier's data plan. Use this feature only as necessary.

#### **ADD REMARKS**

This option allows you to add a descriptive comment to the current day's log. Use this option to document fuel stops, meal breaks, pickups and deliveries, or other pertinent information. Remarks appear in the Log view of your driver logs. See **View Logs**.

**Tip:** The timestamp of a remark reflects the time that it was recorded on the log. Keep this in mind if you need to document an activity that occurred in the past.

#### **PRE-SHIFT**

This option allows you to record On Duty, not Driving time worked just prior to signing in. Select the date (month/day/year) and time that the pre-shift activity started and verify the total time to be added. Your driving time left will be recalculated accordingly.

This option will be enabled for up to 48 hours after the sign in process is complete if the driver's previous status was Off Duty.

#### **POST-SHIFT**

This option allows you to record On Duty, not Driving time worked just after the driver last signed out. Select the date (month/day/year) and time that the post-shift activity ended and verify the total time to be added. Your driving time left will be recalculated accordingly.

This option will be enabled for up to 48 hours after the sign in process is complete if the driver's previous status was Off Duty.



#### **TAKE EXEMPTION**

This option allows you to utilize one or more of the following (temporary) exemptions from hours of service regulations. Driving time left will be recalculated accordingly based on the type of exemption claimed.

Adverse Conditions <sup>1</sup>	Work Shift Driving limit increased by up to 2 hours. Does not increase Work Shift Duty limit, and may not be used during the same shift with 16 Hour.
16 Hour <sup>2</sup>	Work Shift Duty limit increased from 14 to 16 hours. Does not increase Work Shift Driving limit, and may only be used once per week.
Emergency <sup>3</sup>	Relief from all Driving, Duty, and Rest Break/Off Duty rules. Only used in a Federal State of Emergency.

<sup>&</sup>lt;sup>1</sup> Certain restrictions apply; see US 49 CFR §395.1(b)(1), US 49 CFR 395.2, and CA SOR-2005-313 §76(2).

### **DIAGNOSTICS**

This option allows you to view identification information about the device, as well as a general system health check.

## VEHICLE IN MOTION

This message is displayed at the bottom of the **Driver Overview** when the vehicle is moving. While this message is displayed, the application will not allow any interaction with the user.

If the person operating the vehicle is on duty and has less than one hour of driving time left, audio warnings may sound periodically while the vehicle is moving.



## **SIGN OUT**

Q: What should I do when I'm done using this vehicle?

**A:** Choose **Sign Out** from the **Status** screen to sign out of the logging device. If your current duty status is already OFF, tap the **Sign Out** button at the bottom left of the **Driver Overview**. If the DVIR feature is enabled, you may be prompted to create a driver vehicle inspection report before signing out. After the sign out process is complete, the logging device will send your records to the web server.

Signing out of the HOS application will also sign you out of the SkyBitz ELD application and return you to the Driver Login screen.



 $<sup>^2</sup>$  Available to limited US drivers. Other restrictions also apply; see US 49 CFR  $\S 395.1 (o).$ 

 $<sup>^3</sup>$  Certain restrictions apply; see US 49 CFR  $\S 390.5$  or US  $\S 395.1 (b) (2)$  , and CA SOR-2005-313  $\S 76 (1)$  .



**Q:** I forgot to sign out of the logging device in another vehicle before I signed into this logging device. What will happen to my records?

**A:** If both logging devices are connected to the web server, a message will be sent to the previous vehicle to sign you out. Inspect your records carefully and report any errors to your supervisor. **Make it a habit to sign out every time that you are finished using a vehicle, to protect the integrity of your electronic records.** 

## **DEVICE FAILURE**

Q: The screen doesn't light up when I touch it. Is the device still functioning?

**A:** Press the circular hardware button in the middle of the arrow keys (to the right of the display). If the screen is still not lit and is unresponsive to touch, assume that the logging device is not operating normally. Use paper logs while the problem persists.

## **SYMBOLS & WARNINGS**

#### **ENGINE OR BLACK BOX CONNECTION STATUS**



[Green] The logging device is currently connected to your engine or the system black box. All drive time will be recorded correctly.

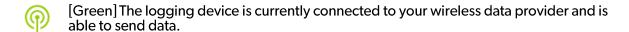


[Gray] The black box or Vehicle Data Service has stopped sending data to the SkyBitz ELD. Drive events will not be recorded, and paper logs should be used.



[Red] The connection to the engine has been lost, and drive events will not be recorded. Paper logs should be used.

## WEB SERVER CONNECTION STATUS



- [Amber] The connection to your wireless data provider has been closed because the logging device has no new data to send. A connection will be reestablished when there is data to send.
- [Red] The logging device cannot connect to your wireless data provider. Reasons may include low signal strength or network service interruption.



## **GPS CONNECTION STATUS**



[Green] The logging device currently has a good lock on GPS.



[Amber] The logging device is connected to some GPS satellites, but not enough to establish a valid position. Location information will need to be filled in manually.



[Red] No GPS connection available. Location information will need to be filled in manually.

#### LOGS PENDING



The logging device is waiting for driver logs to be synchronized with the web server.

#### **NO TRAILER**



The trailer list is empty.

#### **NO SHIPMENT**



The shipment list is empty.

#### **OBC FAILURE**



[Red] The on-board computer (OBC) is not functioning as expected. A warning audio will sound periodically until the failure is resolved, at which time a different audio will sound and a second remark will be added.

All drivers must keep paper records and determine their own availability to drive until the OBC resumes normal operation. If you have electronic records that were stored on the

logging device prior to the failure, you will be permitted to sign in so that officials can view those records together with your paper records. Drivers who have no records stored on the logging device will not be permitted to sign in until the failure is resolved.







[Orange] This icon can represent a few different warnings. Read the text that accompanies the icon to determine what the warning is and if any action is needed.

#### RECORD STATE LINE CROSSINGS<sup>1</sup>

The logging device cannot obtain vehicle location data frequently enough to meet International Fuel Tax Agreement requirements.

Drivers must keep paper records of their route of travel and miles per jurisdiction until normal location detection resumes. A warning audio will sound once when the failure is detected and a different audio will sound when this failure is resolved.

Visible only if the IFTA feature is enabled and valid GPS coordinates could not be obtained for at least 5 minutes.

## **UNKNOWN DRIVER**

The vehicle is moving but the person operating the vehicle has not been identified. Stop driving and either sign in or change status as directed.

#### PERSONAL CONVEYANCE1

The vehicle is moving and the person operating the vehicle is off duty and operating the vehicle exclusively for personal use. This person must sign out or change status for the automatic motion detection system to resume normal operation.

Visible only if the Personal Conveyance feature is enabled and the person operating the vehicle has chosen the Personal Conveyance button.



# **ABBREVIATION CODES**

The following abbreviations are used in records generated by this logging device. Use the extra space provided to list any additional codes used by your motor carrier.

EOBR	Electronic on-board recorder (the logging device)
OFF	Off duty
OFFPC	Off duty, personal conveyance
OFFS	Off duty, sleeping at well site
OFFW	Off duty, waiting at well site
SB	Sleeper berth
D	Driving
ON	On duty, not driving

Please contact SkyBitz Customer Care with any questions regarding the SkyBitz ELD Solution.

<u>CustomerCare@SkyBitz.com</u>

phone: 866-875-9248