Zeek GPS

DriverLog - Operation manual

For Electronic Hour of Service

Driver's Guide

Updated	30 June 2017
Revision	1.0.9

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Driver Log - HOS

Quick Reference Guide

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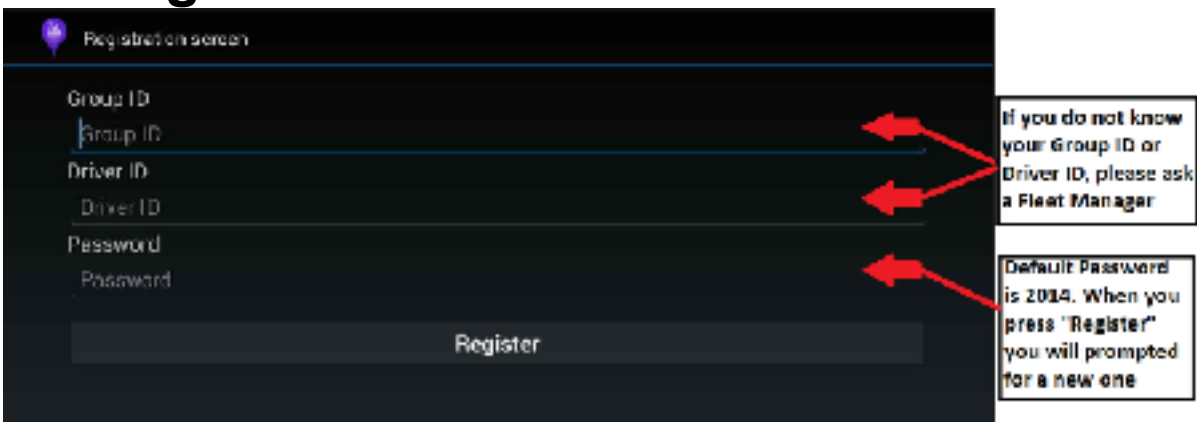
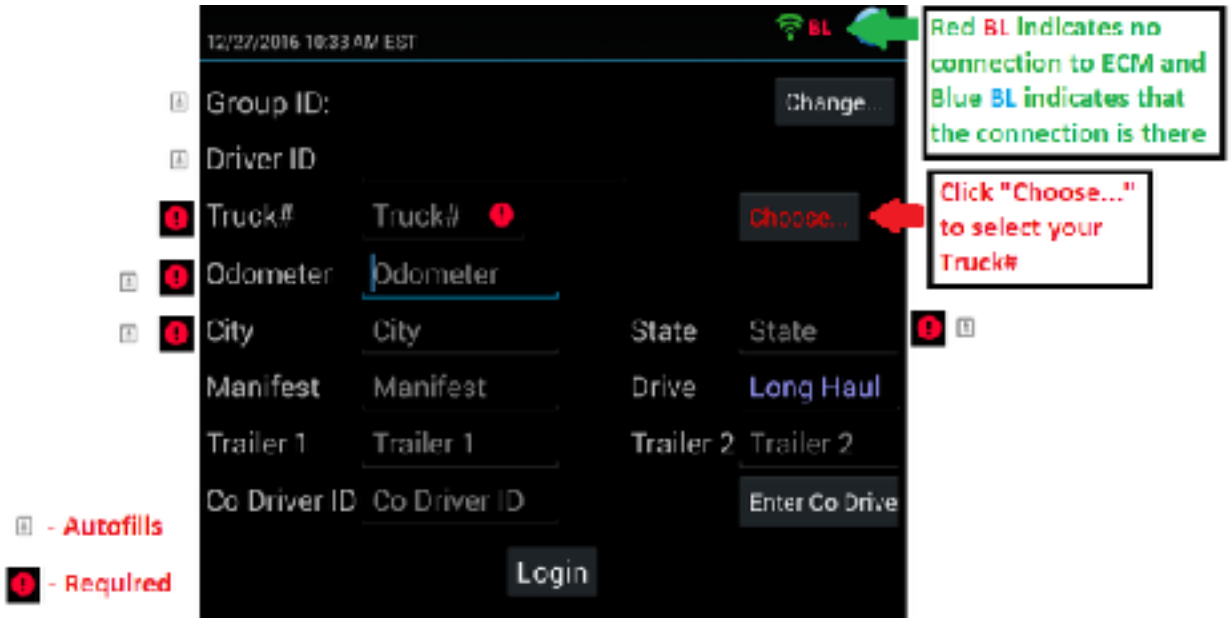
1. Login





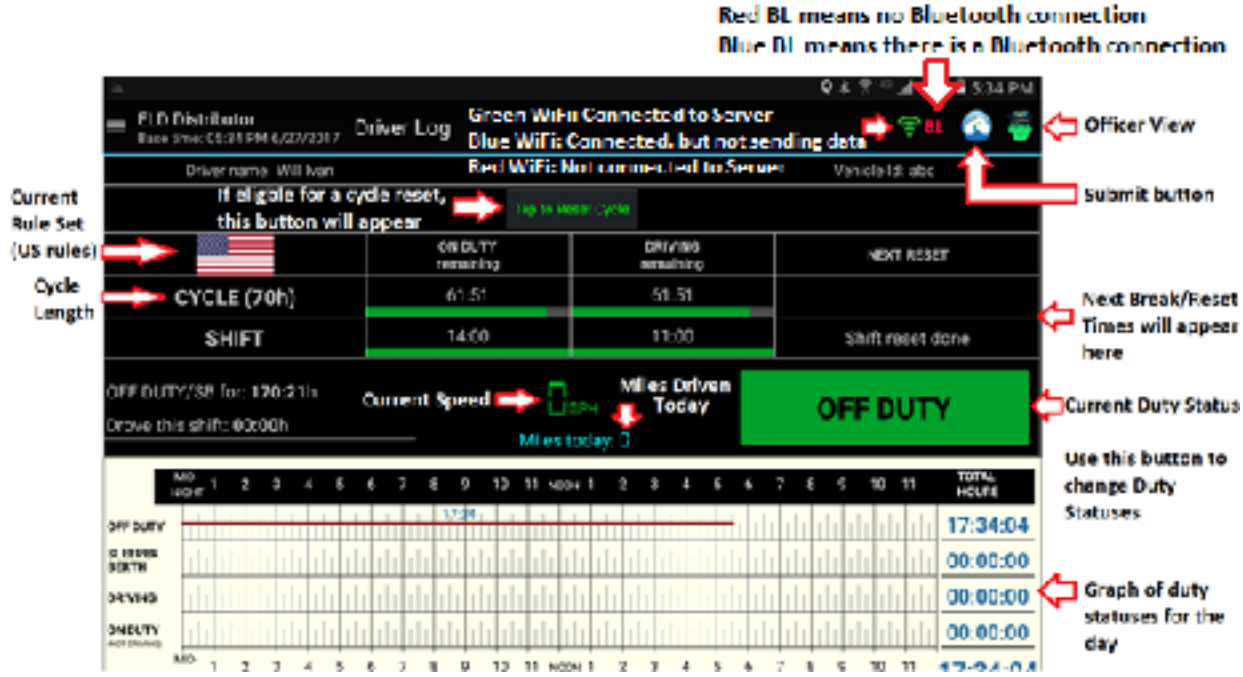
Note: If you cannot see the "Login" or "Register" button because the keyboard is in the way, please click the "back" button (↩) on the tablet, this will close the keyboard.

1. Driver Log

This is your main screen, from this screen you will be accessing different function of the Driver Log aplication.

1.1. Main Screen

- You can change your status (eg **DRIVING**, **ON DUTY NOT DRIVING**, **ADVERSE DRIVING**, etc) from this screen
- You can see the history of your status changes
- You can see your cycle/shift balance and on-duty time
- You can get to all of the other screens from this screen



NOTE: Officer with a Green face means no diagnostic errors, Orange means at least one diagnostic error, and Red means at least one malfunction.

If you connect a Piccolo Plus WIFI instead of a Bluelink or Piccolo STX BLE (as in the screenshot above), you would see PiC in the place of BL

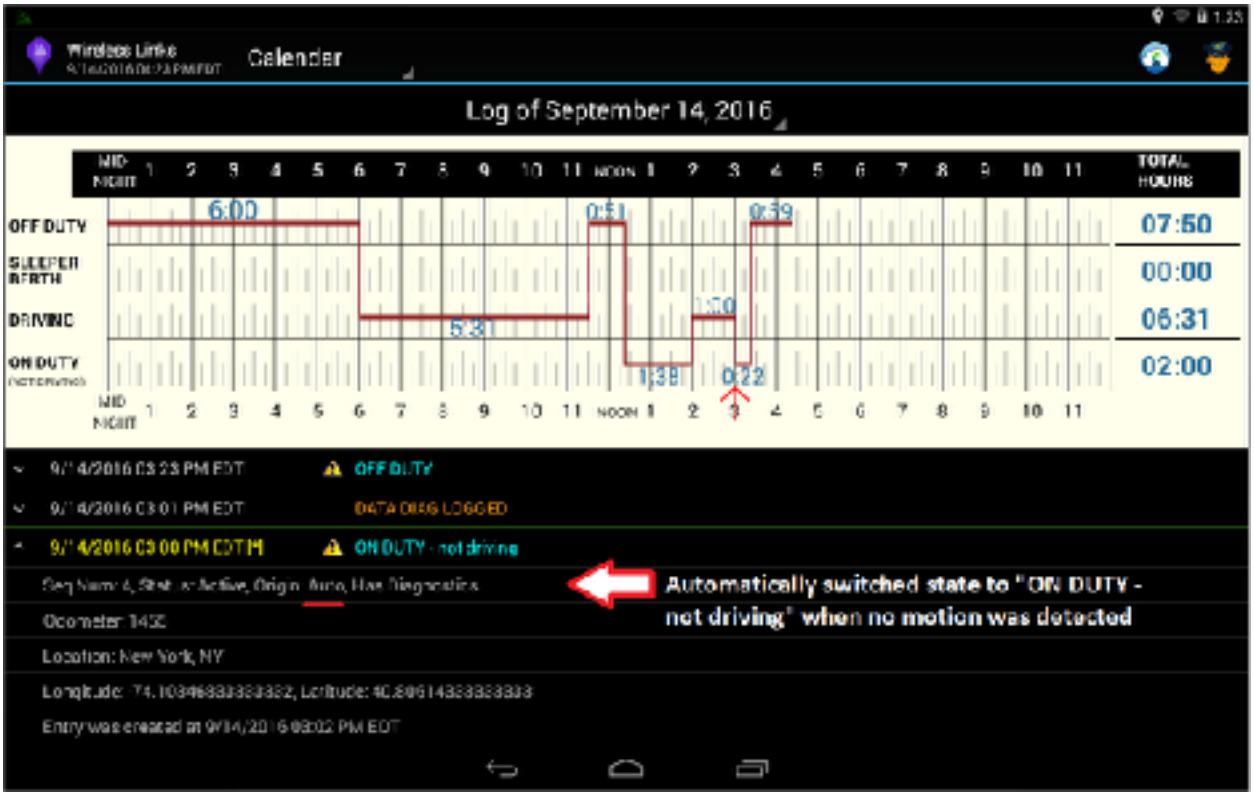
1. Automatic State Changes

The DriverLog app can auto-change you to DRIVING or to ON DUTY – NOT DRIVING.

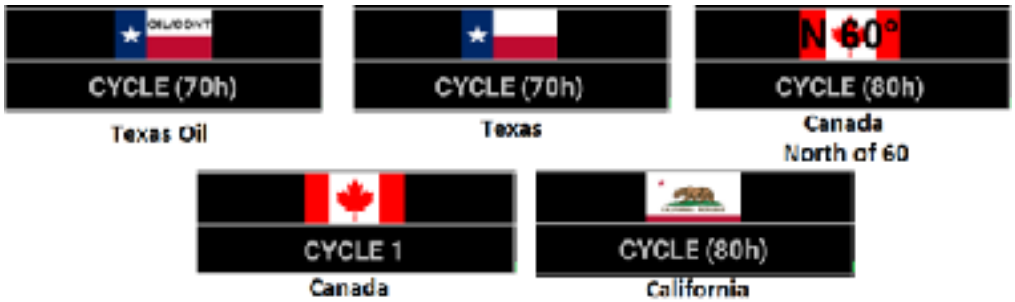
A. For compliance, the tablet will change you to a DRIVING state if you are driving at or above five miles per hour.

B. You are prompted to switch to ON DUTY – NOT DRIVING after five minutes if you are not moving. If you do not click on the prompt, it will change your state after one additional minute.

NOTE: Changing Status to OFF DUTY must be done by the driver.



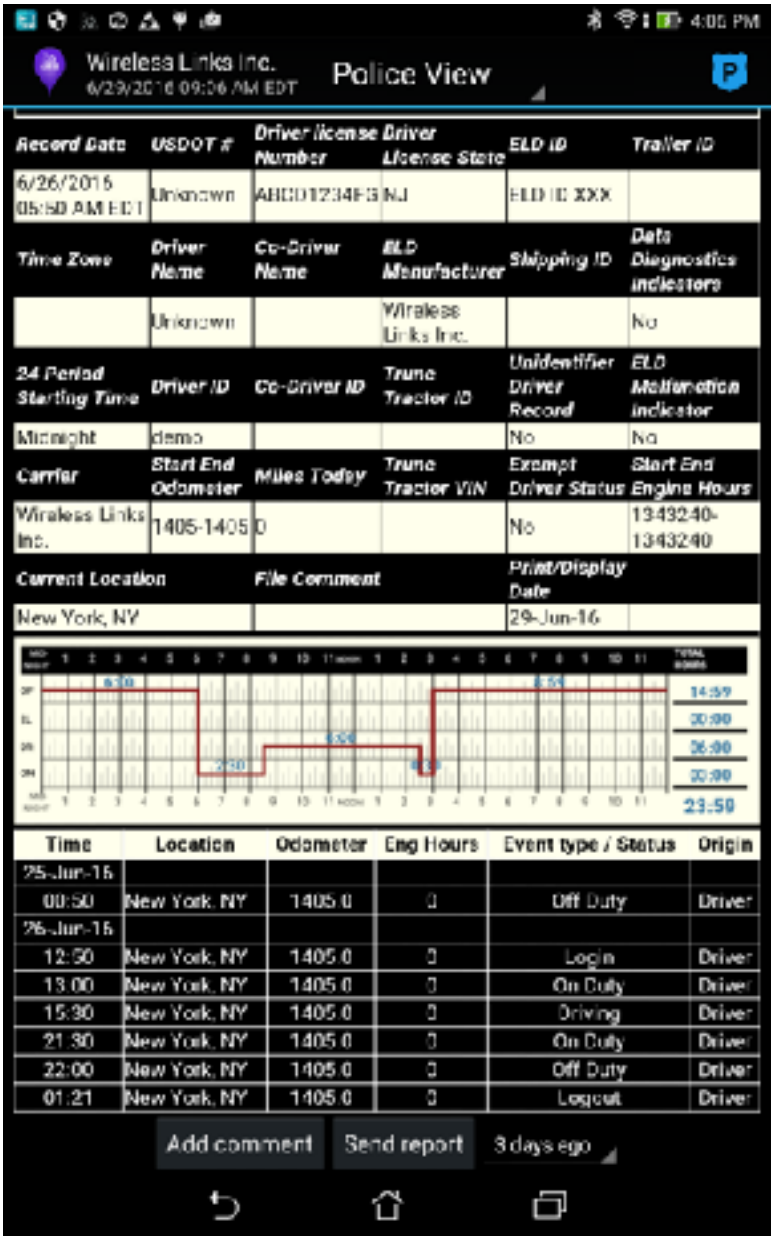
2. Location based Hours-Of-Service Rules



The DriverLog App will automatically switch based on GPS location to California or Texas or Texas Oil rules when you enter those states. The app will update the flag.

3. Officer Screen

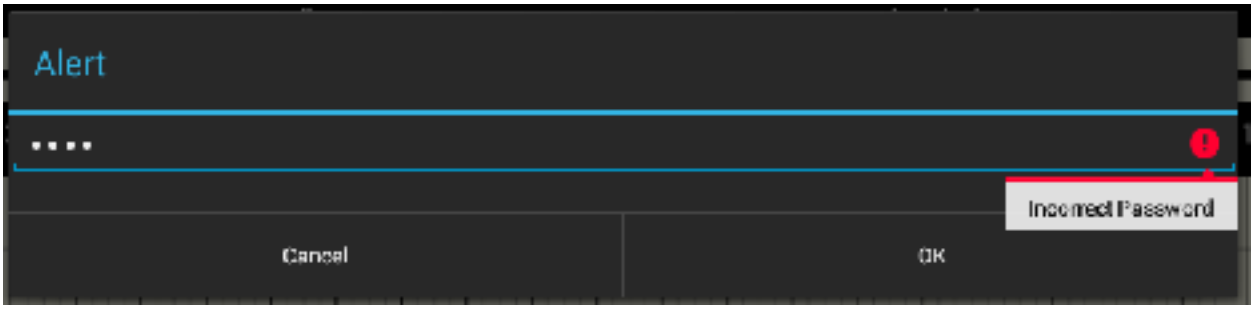
Selecting the Police View button (see left), you can present your logs for officer inspection. They will see the screen below, and using the buttons at the bottom of the screen, they can send your report to any email (to the officer themselves or to the DOT) with any comments they want. The email will be in in the format requested by the DOT final ruling.



To Exit the Officer Screen, click the Officer Face and enter your Driver Password (PIN) in the Alert screen (see image below)

This feature will ensure that only drivers have access to their regular logs (officers should only have access to the Officer View)

If an incorrect Pin is entered you will see the following screen



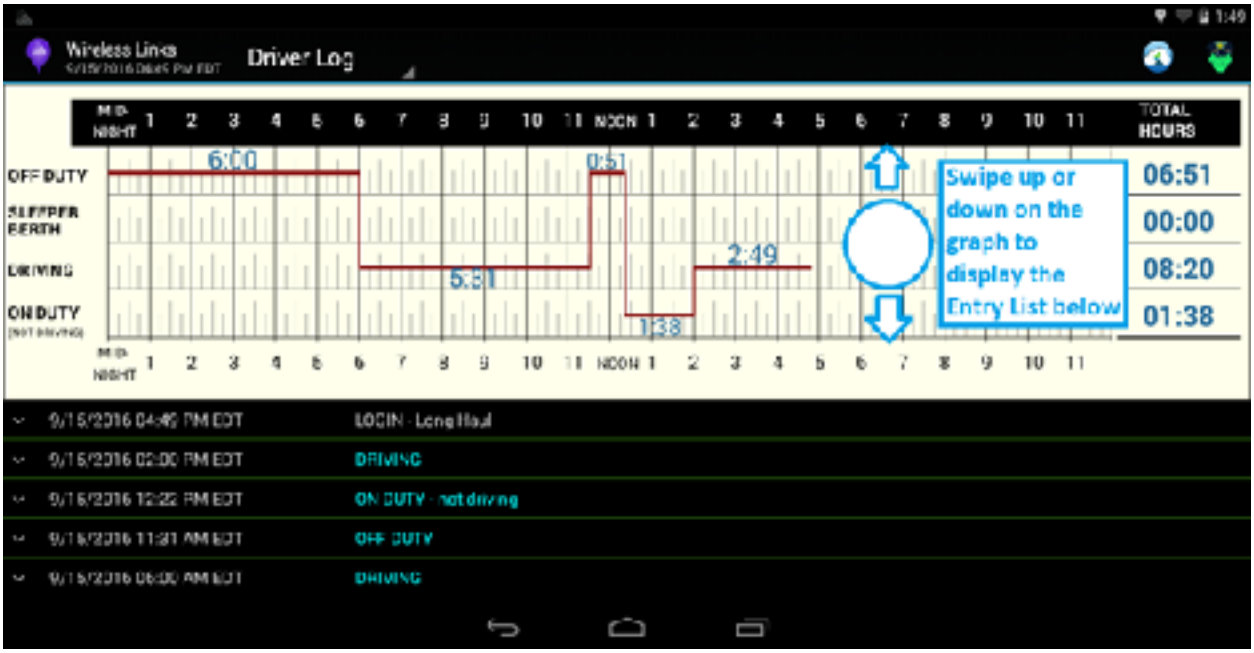
The Officer View will not have line items for Violations. It will not have line items for Warnings. Both of these are available only in the regular Driver Log view. Only drivers and their dispatchers will have access to this

3. Changing Your State

Note: Interacting with the DriverLog application is blocked when you are considered in motion (once your speed is 5 mph or above, and until you have stopped for 3 consecutive seconds).

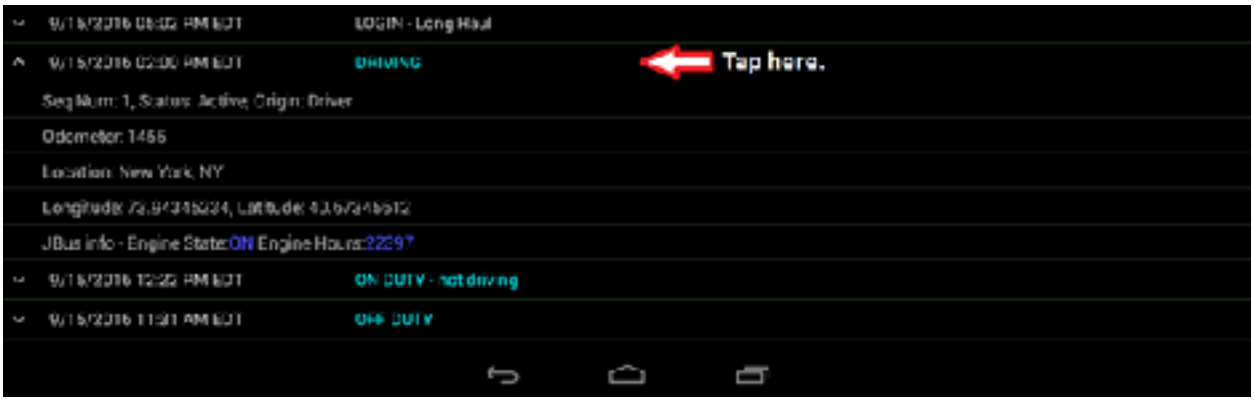
4. Entry View

In order to view more entries at once you can expend the view screen by holding and dragging up on the chart, to see this view of the main page. Each of these status changes can be clicked on for a more detailed view. See the next page for an example of this.



5. Extended View

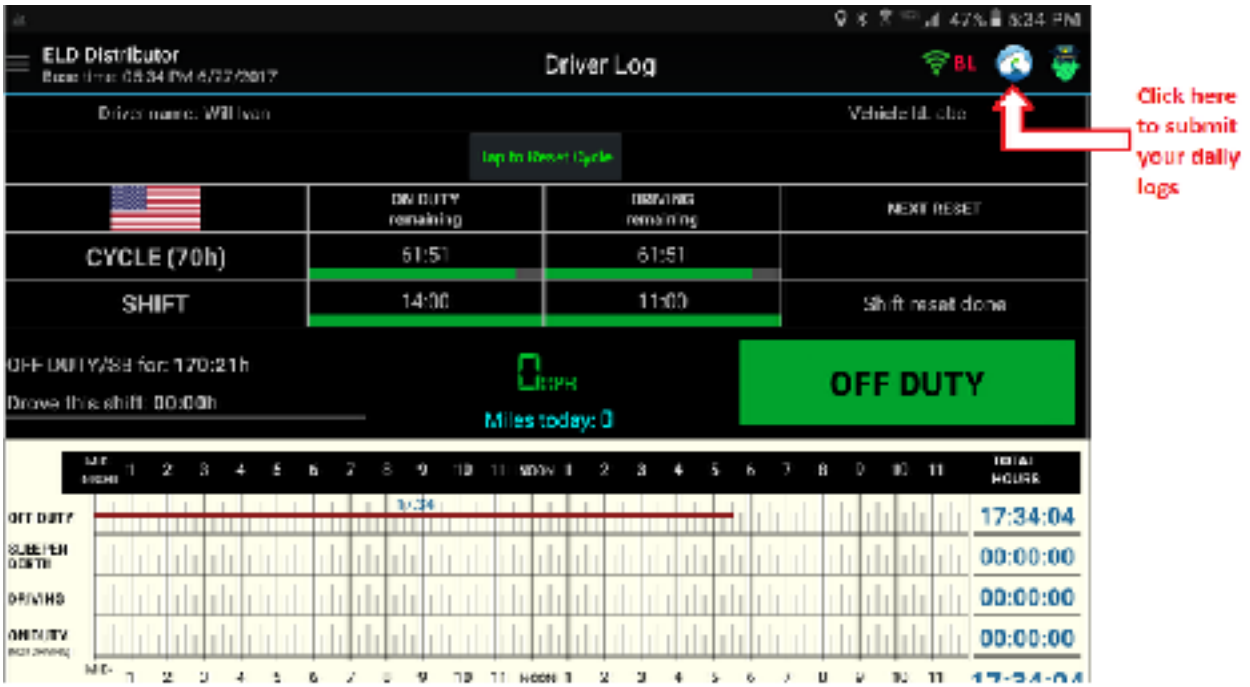
Tapping a status change shows additional information about the change. The chart has a little red arrow which shows where the status change occurred. The additional information includes details such as entry creation date, location, and any other fields added by the driver at the time of the change.
With your finger on the chart, you can drag down to return to the main view of the screen.



6. Submit Button – ELECTRONIC SIGNATURE

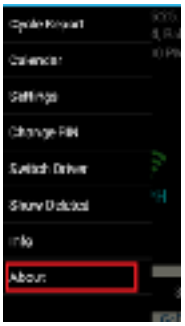
At the end of every shift, make sure you submit your log. Clicking the submit button acts as an electronic signature, verifying the accuracy of your logs. This is just like signing your current paper logs.

Confirm your submission on the screen that follows.



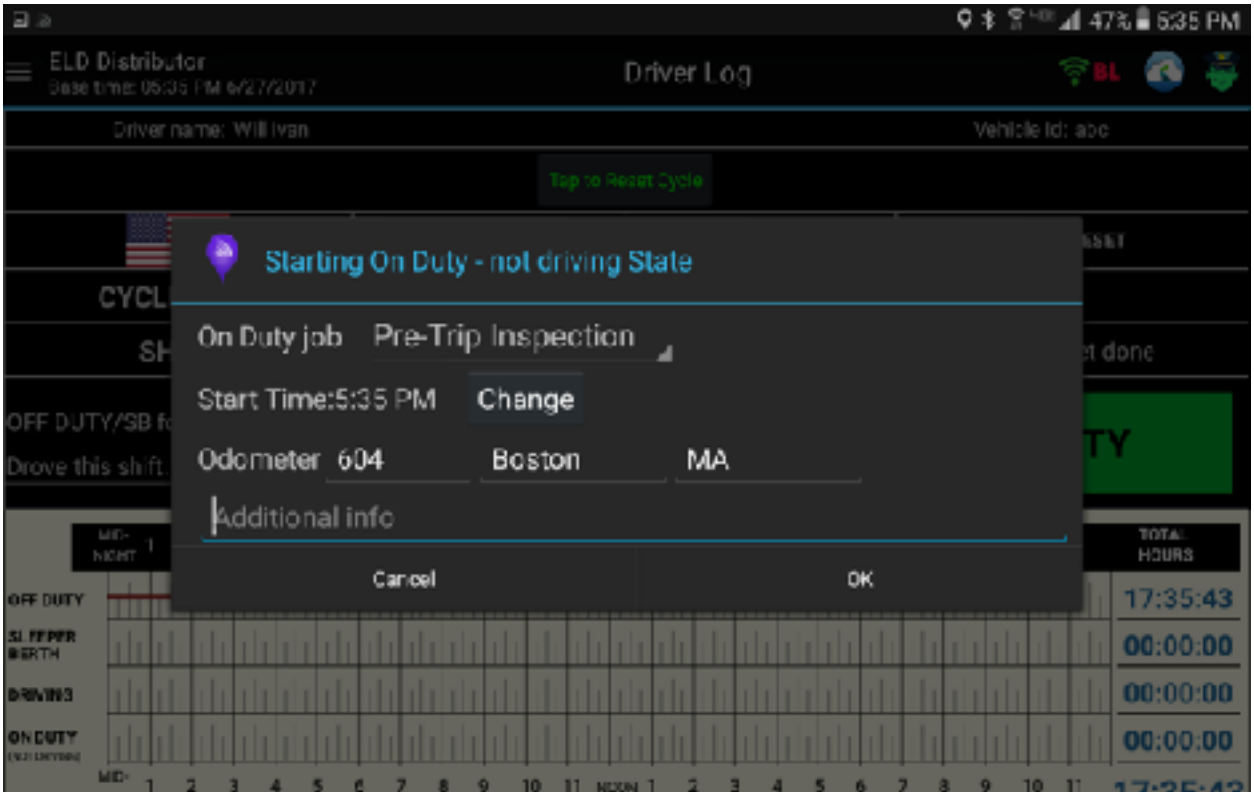
7. Program Bugs or Errors

It is important to submit a log every time your Driver Log application has a problem. You can do this by clicking the accordion style button in the top left of your application or the Driver Log dropdown in the top center of your application, and clicking “About”. From there, click “Send Problem Report” and fill in the details of your problem and Submit.



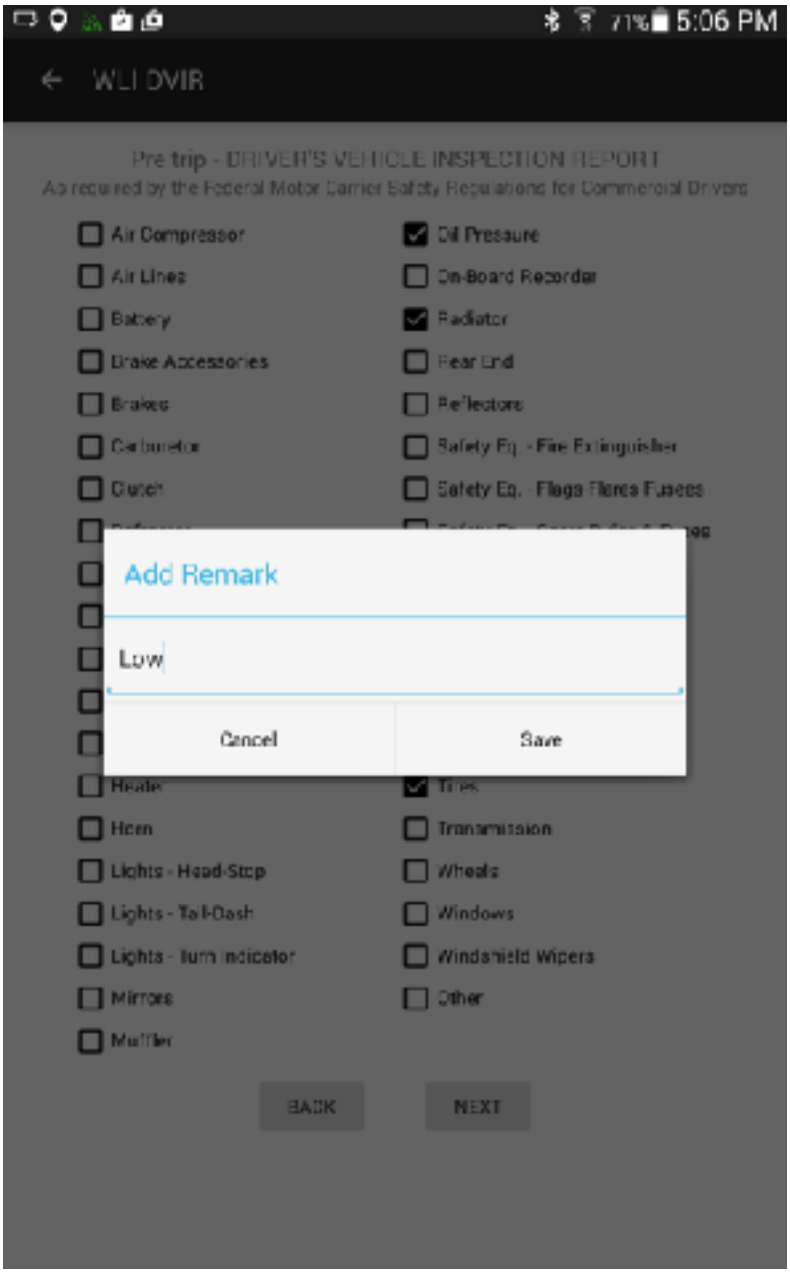
8. Pre-Trip and Post-Trip Inspections

If you have the external application DVIR installed and set up (please see DVIR manual for set up), clicking on either of these On Duty job reasons will launch the application, allowing you to fill out a Driver Vehicle Inspection Report from your handheld device. With the form filled out as below, click “OK” to be brought to the DVIR screen.



Below is the DVIR application. If it is set up correctly, you should see the Company Name and Address filled out. Other fields should fill in as well based on your Driver Log settings. Please note that the “Pre trip” option is automatically selected because I chose a “Pre Trip” “On Duty job” reason. Please verify the information before clicking “Next”.

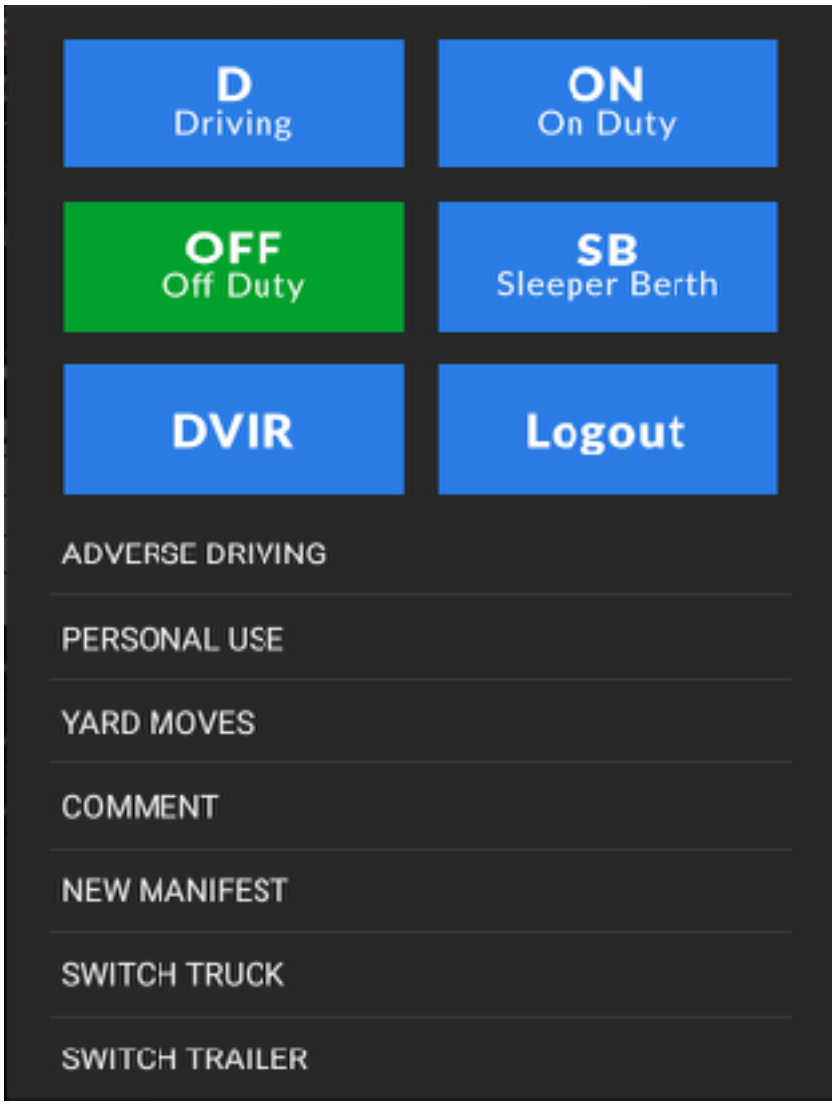
On the following screen, please add remarks for any noteworthy defects by checking the boxes and filling out the field that pops up, as below. Click “Save” to confirm each remark. And click “Next” to continue. There are two screens with checkboxes, so please review both if you are having trouble finding your specific defect category.



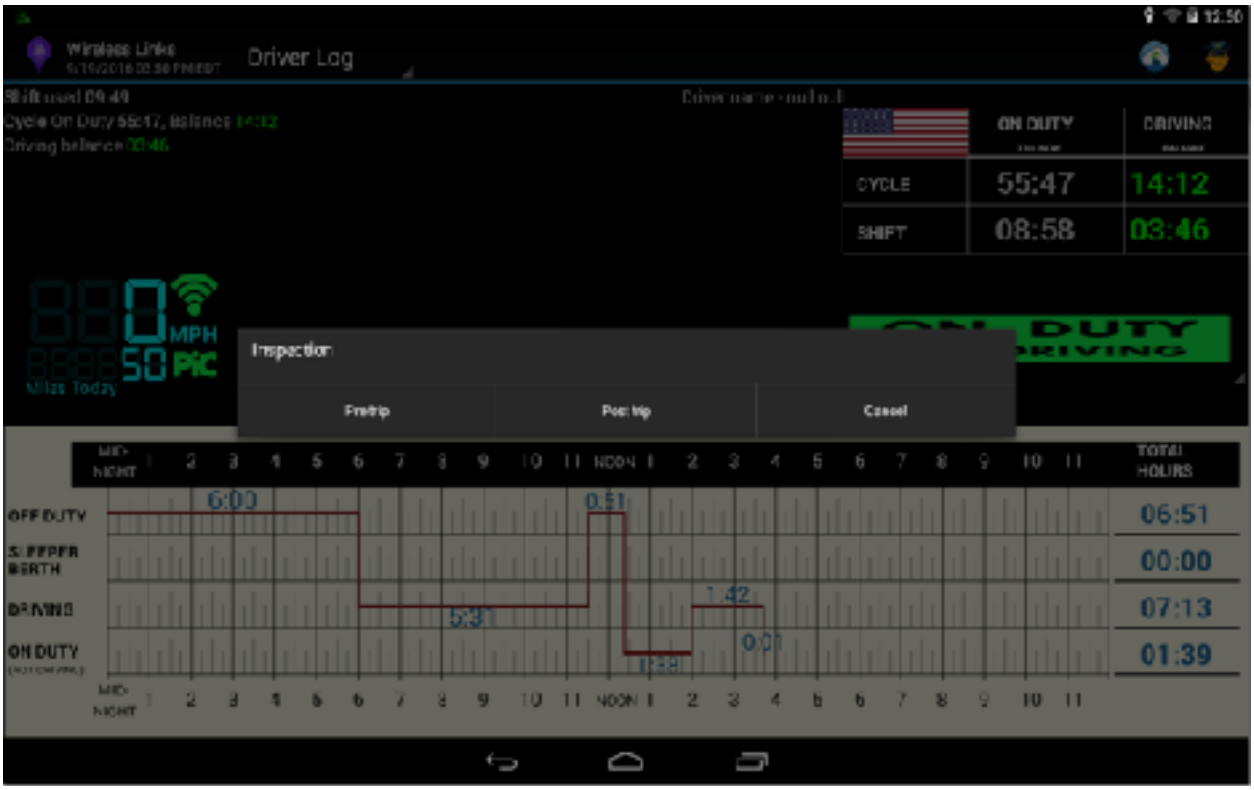
On the last screen, you and your mechanic can sign off on the DVIR. Clicking the open field pops up a fill-in signature pad where you can sign your name. Complete the report by selecting “Save & Send”

8.1. Inspection State

If you entered an “ON DUTY – not driving” state other than Pre-Trip or Post-Trip Inspection (eg Yardwork), and still need to enter an Inspection into DVIR, then you will find a new option listed when you click the Big Green Button, “DVIR”.



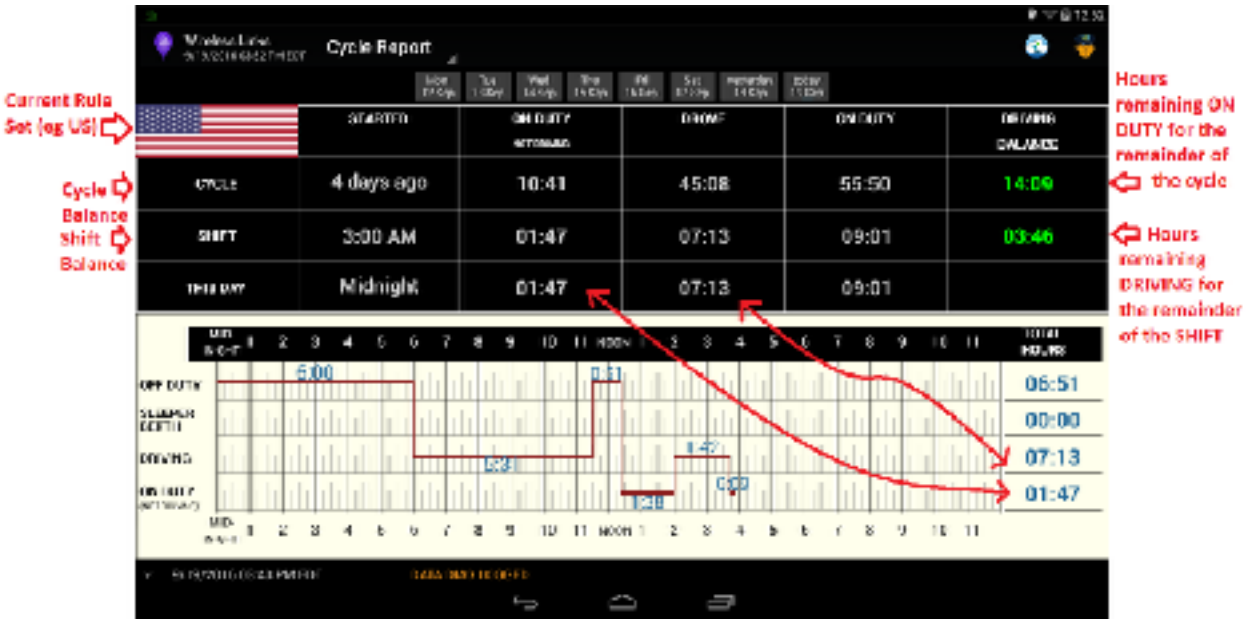
Clicking “DVIR” will give you the screen below, where you can choose a “Pre trip” or a “Post trip” inspection state. Both options will launch DVIR.


Wireless Links
Driver Log
ON DUTY
DRIVING
CYCLE
55:47
14:12
SHIFT
08:58
03:46
MPH
PIC
Miles Today
Inspection
Pretrip
Post trip
Cancel
MID-NIGHT
NOON
TOTAL HOURS
OFF DUTY
SLEEPER BERTH
DRIVING
ON DUTY
6:00
0:51
5:31
1:42
0:01
1:39
06:51
00:00
07:13
01:39

3. Cycle Report

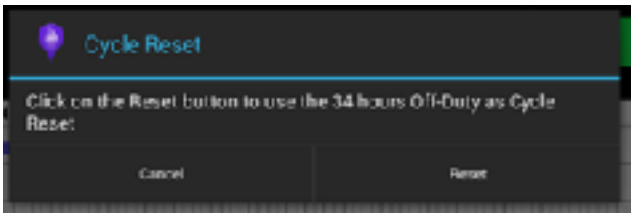
The **Cycle Report** is like a combination of the **Driver** Log screen, and the **Calendar** screen. On the **cycle report**, you can see all of your status changes for the last week and toggle which day's history you want to see for that time period.
There is also a detailed view of your **Cycle/Shift balance** with breakdowns for **ON DUTY – NOT DRIVING**, **DRIVING**, and **ON DUTY** (total) statuses.

"**ON DUTY**" is the sum of "**ON DUTY – NOT DRIVING**" and "**DROVE**". "**DRIVING BALANCE**" is the total remaining time until you hit your 60 or 70 hour **ON DUTY** limit (as defined by your Fleet Manager) for the **CYCLE** and 11 hour **DRIVING** limit for the **SHIFT.**



1. Cycle Reset

You can reset your cycle if and only if you have been off duty for 34 hours. This cycle reset is named, the 34-hour Off Duty Cycle Reset. Driver log keeps track of this for you and if you have been OFF DUTY for 34 hours, it will show you the following pop up to reset your cycle.



If you don't see this pop up, you can also click the "Tap to Reset Cycle" button to produce the pop up

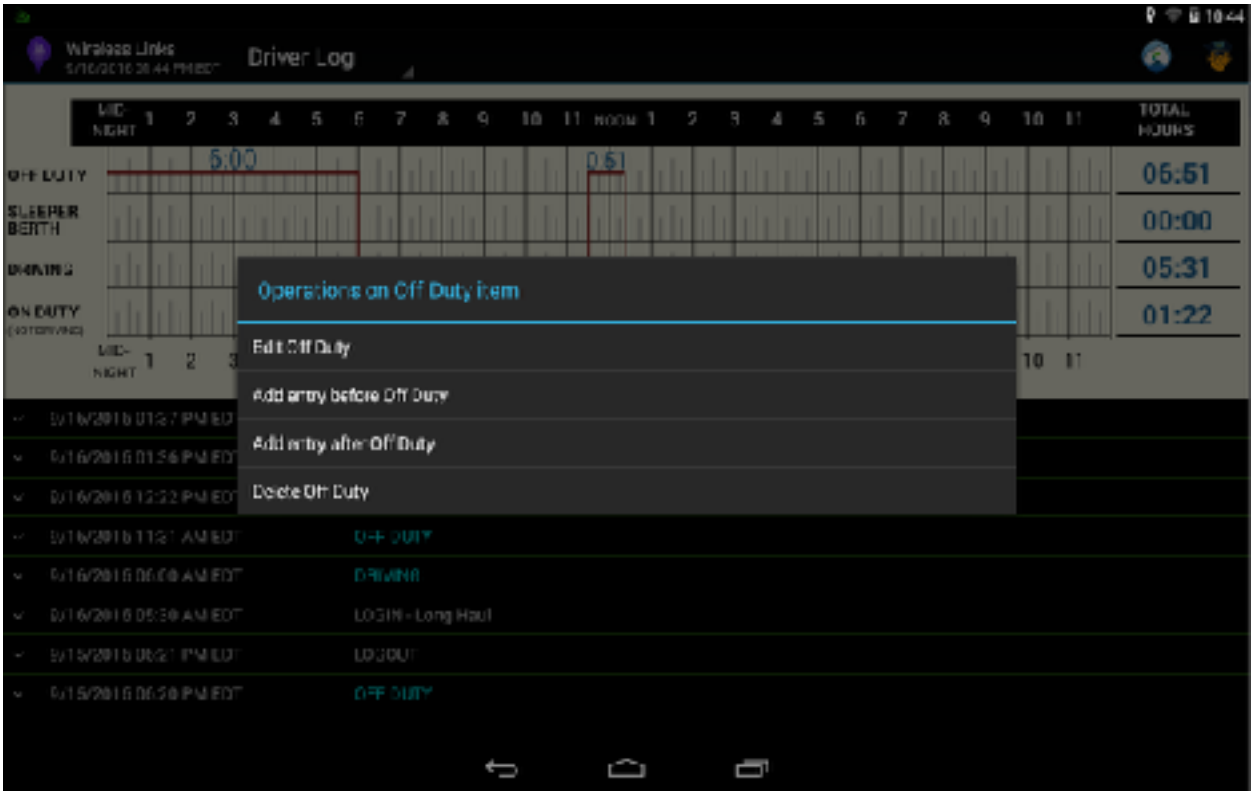
2. Edit

Driver Log version 12.8 and newer use the easy edit described below. If you are using an older Driver Log, please ask for an older manual. Thanks.

2.1. Easy Edit

The easy edit is an “inline” edit. This means edits take place in the line where they are meant to go. So, if you need to add an event to some time at the end of yesterday, such as, right before your OFF DUTY event, you would go to that OFF DUTY event, press and hold there, and select from a pop-up screen: Add event before OFF DUTY. A new pop up would appear with your event choices and you can select the appropriate event.

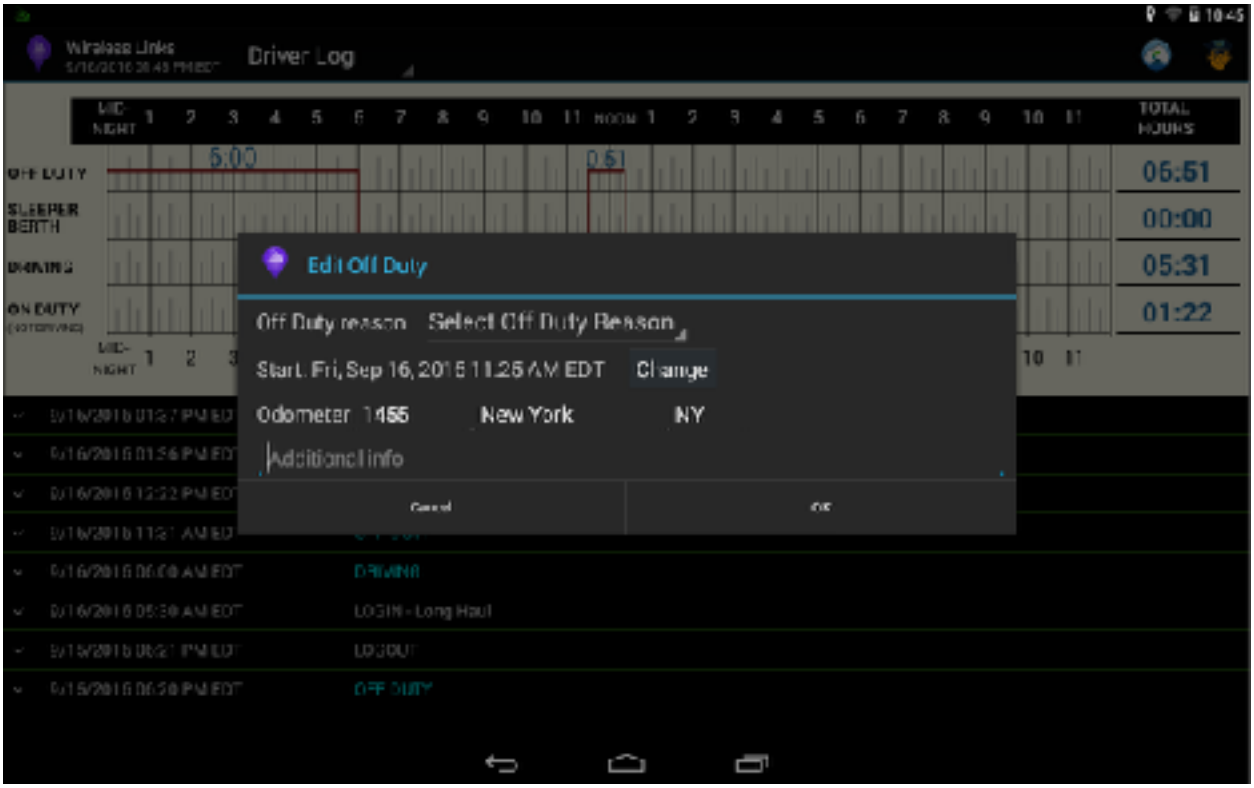
As you can see in the screenshot, there is also the option to edit the already existing event, or to add an event before/after, or delete the already existing event. Simply select the option appropriate to your case and choose the corresponding action.



2.2. Edit Existing event

If you need to change an already existing event, find the event in your calendar, press and hold the event, and click “Edit [EVENT NAME]”. This will present you with a dialog box much like when you are creating a new event.

In the example below, I am editing my Off Duty entry to five minutes earlier. I did this by tapping the “Change” button next to time and selecting my new date and time. After completing my changes, I would click “OK” and the new changed time would appear.

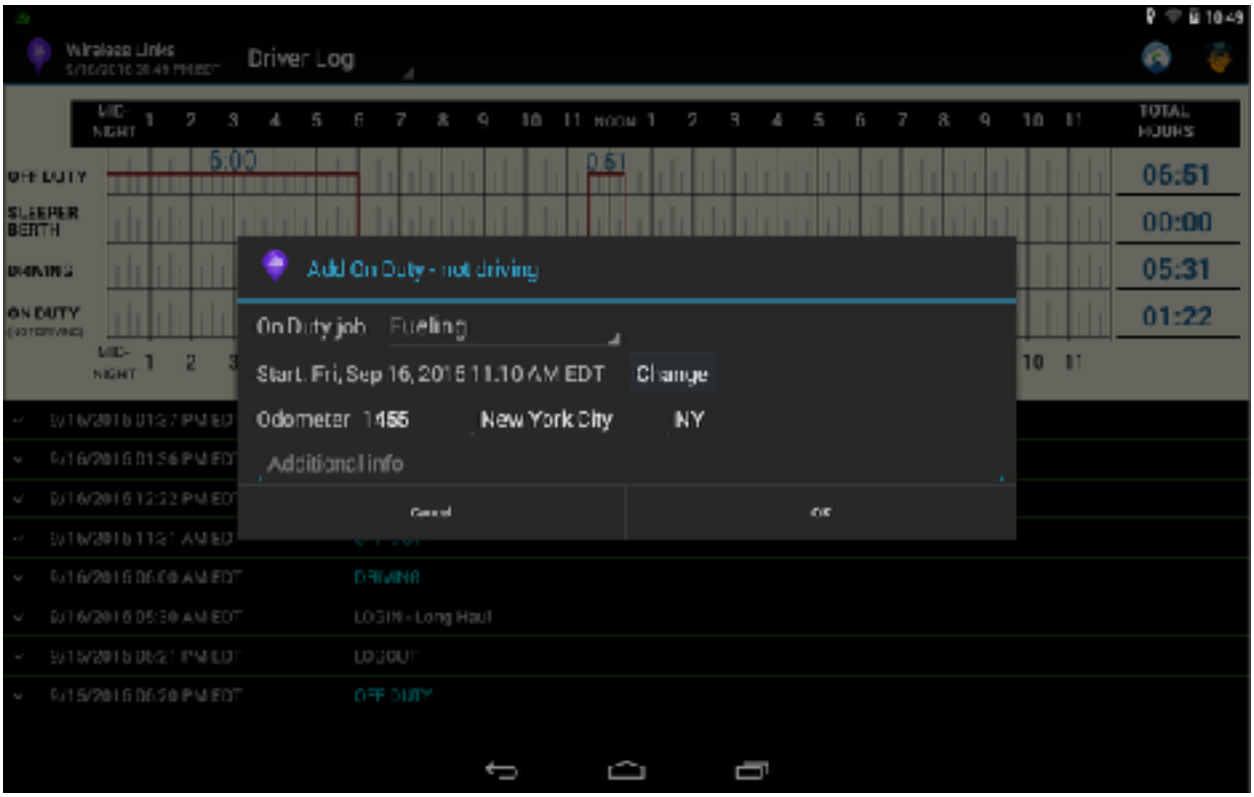


2.3. Add entry before/after event

If you need to add an entry before or after an already existing event, press-and-hold on the already existing event and select “Add event [before/after] [EVENT NAME]”.

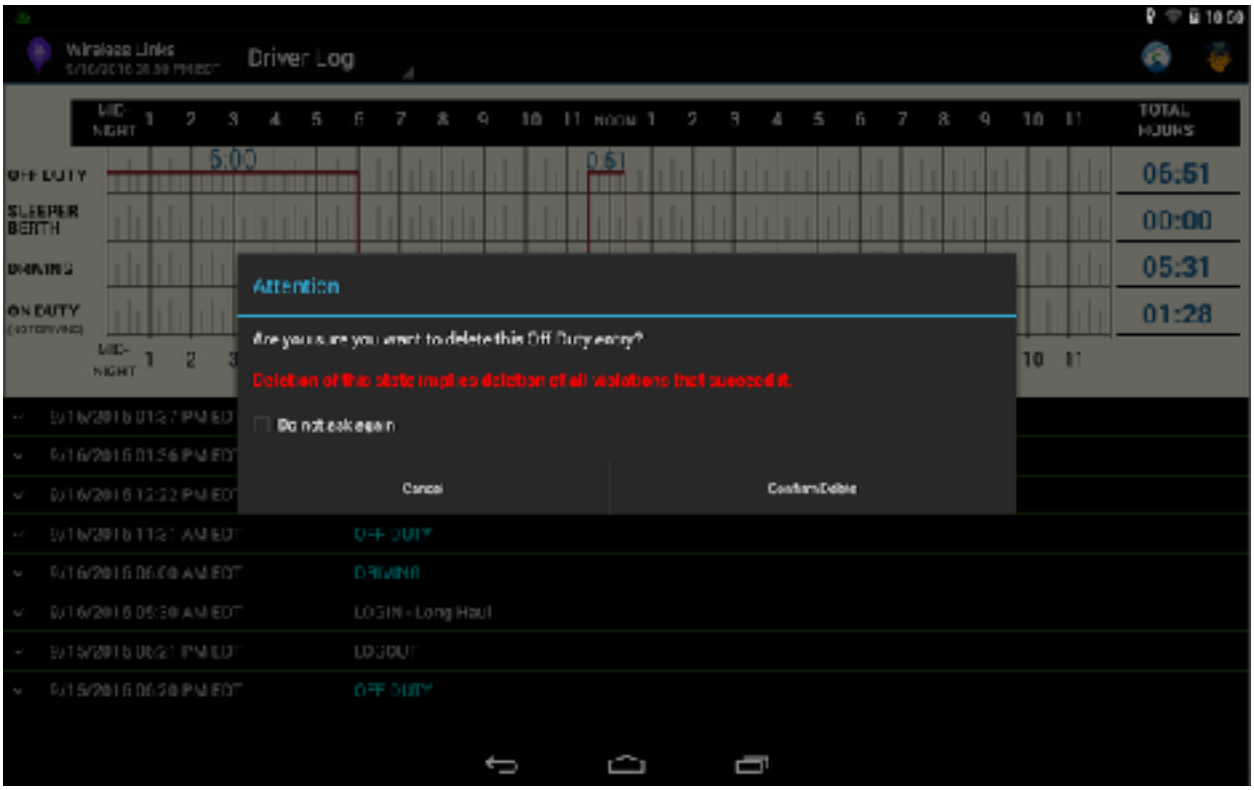
For this example, I will add a Post-Trip Inspection entry before my OFF DUTY. So, after clicking “Add event before OFF DUTY”, I will see the screen below, where I will click “ON DUTY – not driving”

Next I select the “On Duty job” and change the start time, set the odometer, city, state, and fill in the addition info as seen below. All of this should be exactly the same as if you were creating the event in the correct order the first time around. The only difference is that you have to set the start time. When you are done, you can click “OK” and you should see your new entry in the list. If you are adding an event to a previous day, you may have to go to the Calendar screen and select that day to see the new entry.



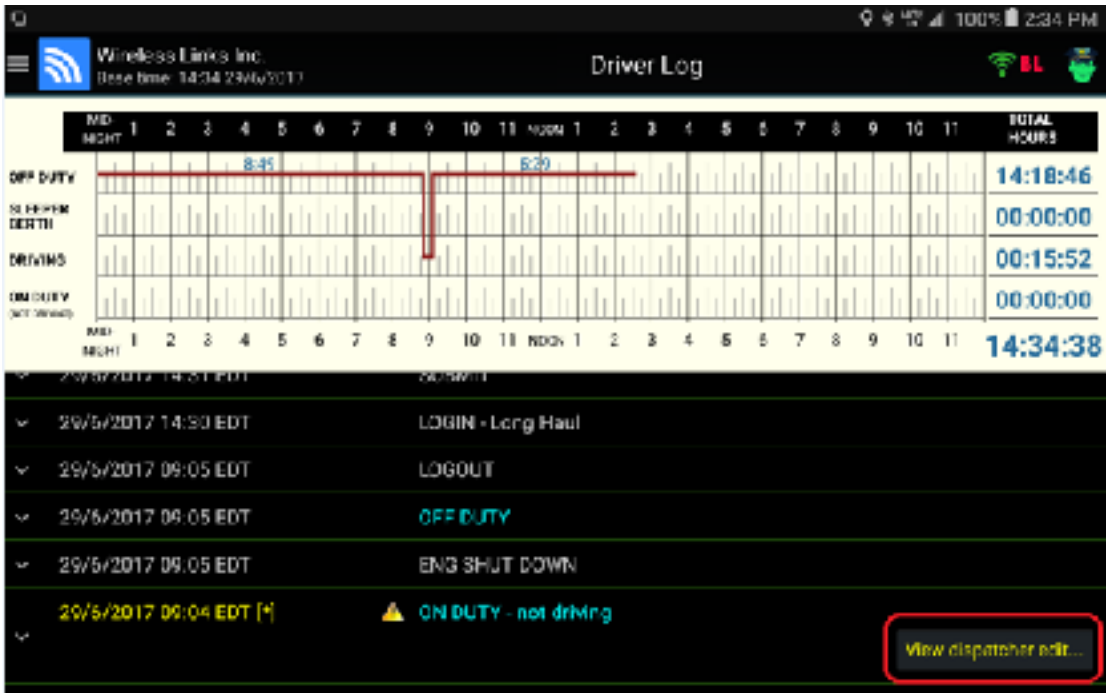
2.4. Delete entry

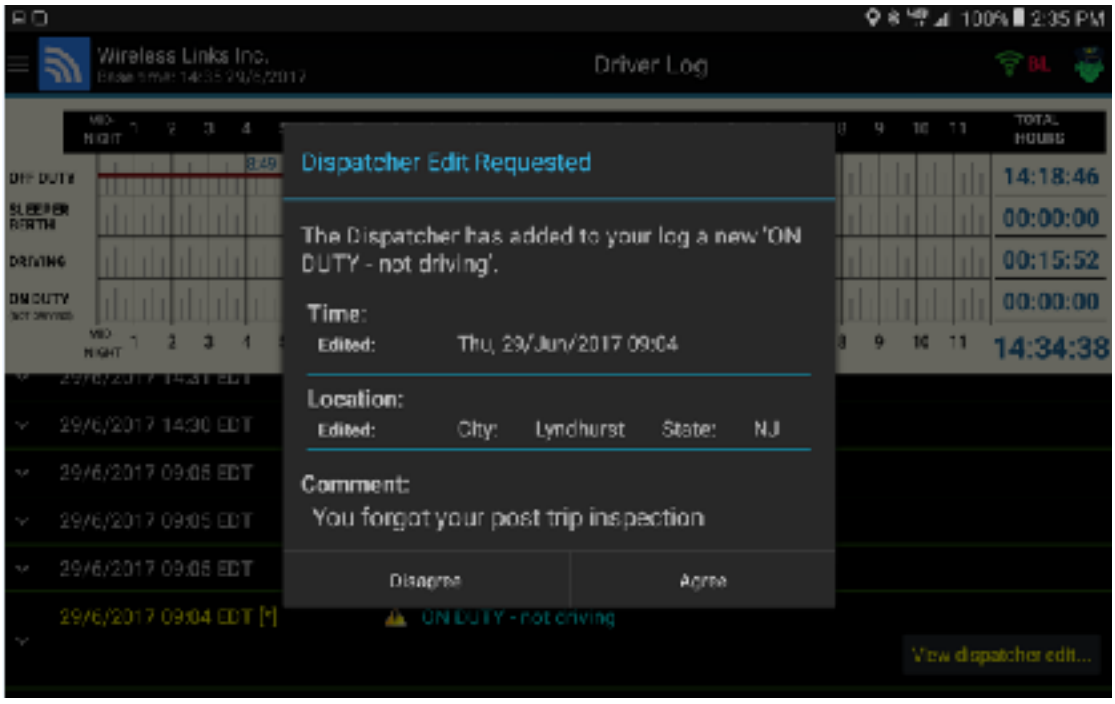
If you need to delete an entry, press and hold on the entry, and click “Delete”. A confirmation screen may appear, like below. Tap “Confirm Delete” to complete the deletion of the entry. If you are having trouble finding the entry you want to delete, please go to the Calendar screen and choose the day where the entry should have occurred.



2.5. Accepting/Rejecting Motor Carrier Edits

After you've **submitted** your logs (see the section in chapter 2 on submitting your logs), your fleet manager can suggest changes to your logs. It is only at your discretion that these changes can be accepted or rejected. You can see fleet manager edits by finding the entries with the "View Dispatcher Edit…" button and then approve or reject the change on the pop-up screen that follows.

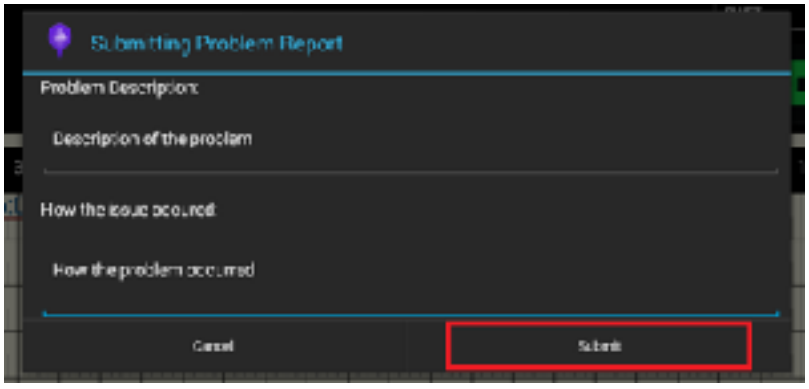


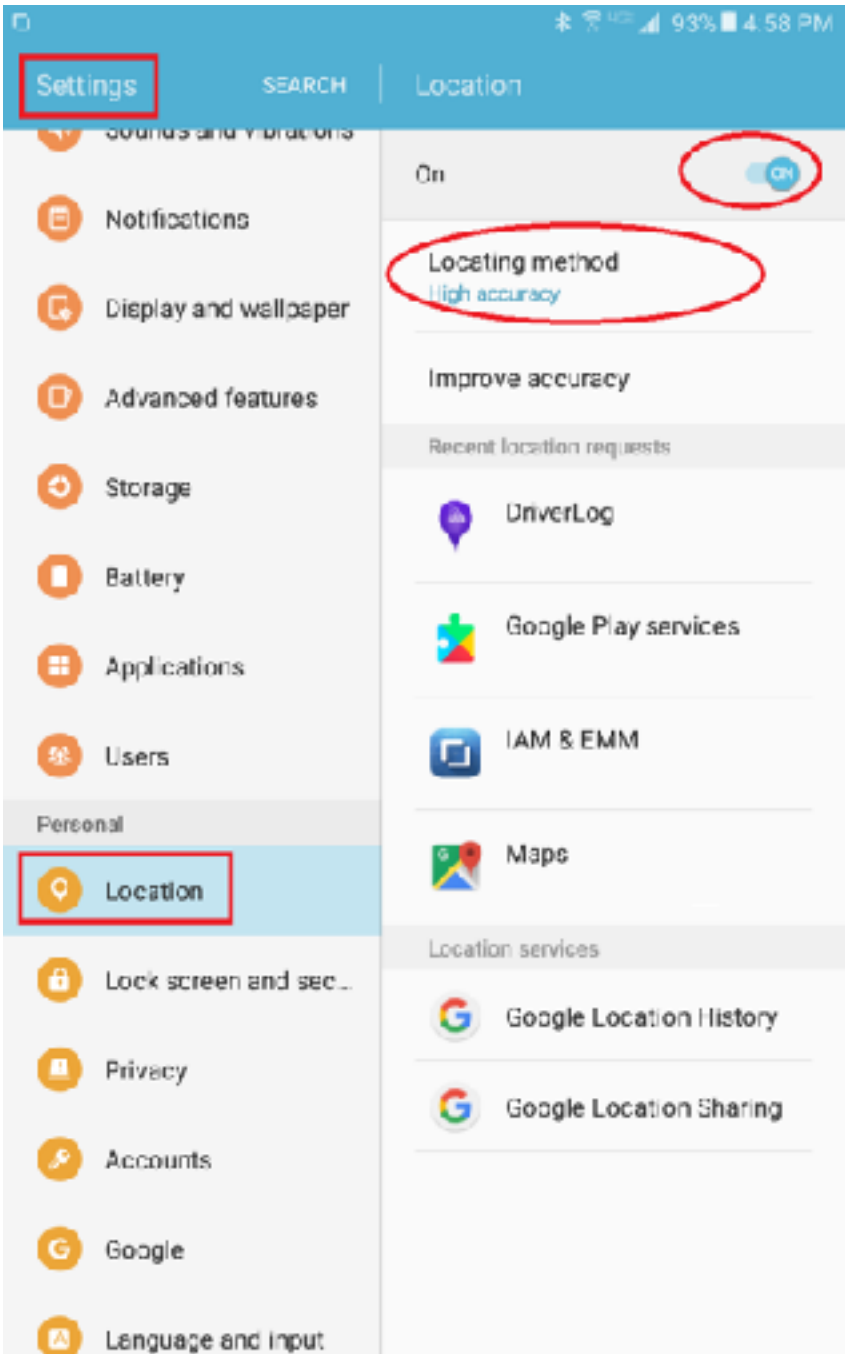


3. Malfunctions

If your tablet malfunctions or breaks or if your ELD device malfunctions or breaks, please revert to paper logs (record your duty statuses manually) until you receive repair instructions or a replacement device. At this time you will have the opportunity to edit in the logs from your paper reference using the simple edit outlined in the section above. If you are asked by a DOT or FMCSA officer why your logs are edited, simply explain your situation and provide your paper logs if asked.

If the DriverLog application itself is malfunctioning, please send a problem report by clicking “About” from the pop-out menu on the left of the screen (accessible by tapping “Driver Log” at the top) and clicking “Send Problem Report”. Simply fill in a brief explanation of the malfunction and a future release of the app should patch any issues you experience.



4. Location Services

Please make sure that you have Location Services turned “On” and that the Locating Method is set to High Accuracy (as shown below).