



# **ELD Instruction Manual for Drivers**

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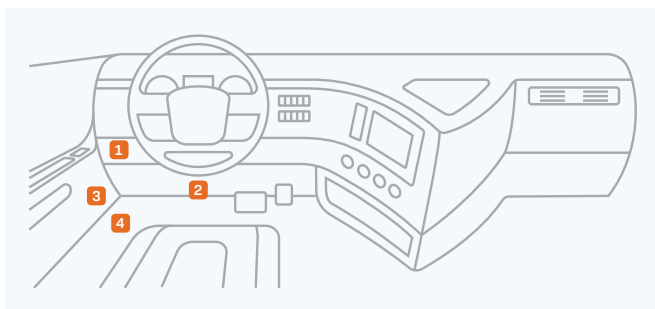
## ELD Malfunctions

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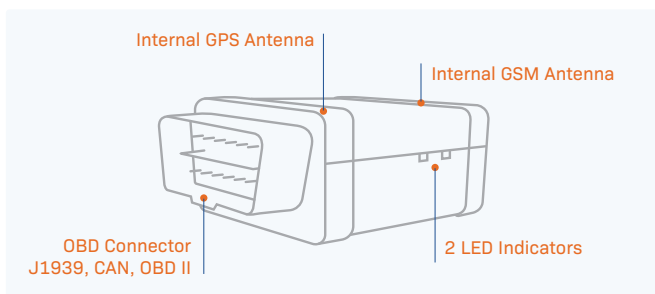
# Installation & Connection

## Install the NEXT FLEET ELD device in your vehicle

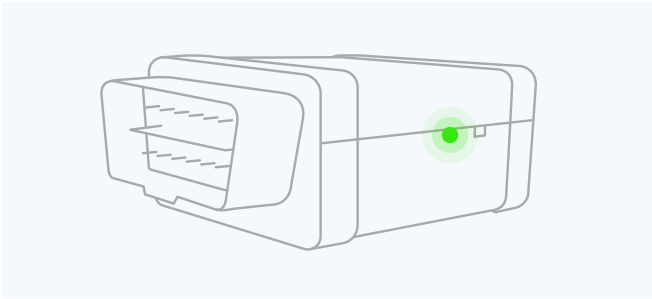
1. With engine off, locate the diagnostic port inside the vehicle.  
It is located in one of the four places:



2. Attach the device to the diagnostic port of the vehicle.



3. Once the device is installed, ensure the device is working properly as evidenced by a green LED light blinking. The green light starts blinking after a GPS & Cellular connection is initiated.



4. Securely mount your device in a location with no electrical components nearby. This will help prevent issues like ELD device interference and GPS signal disruption. It is recommended to position the ELD device visibly, ensuring an unobstructed view of the sky, as shown in the image below.

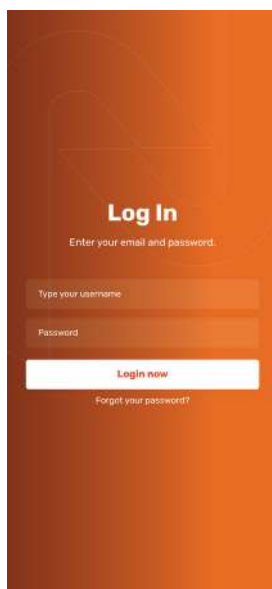


**IMPORTANT:** Please follow the above-mentioned instructions. Otherwise, you risk ELD device interference and GPS disruption, creating problems with the signal. Do not put an ELD device under the dashboard under any circumstances.

# Installation & Connection

## Install the NEXT FLEET ELD App

1. For android phones and tablets download the NEXT FLEET ELD App from Google Play Store. For iPhones and iPads download the NEXT FLEET ELD App from the App Store.
2. Open the NEXT FLEET ELD App.



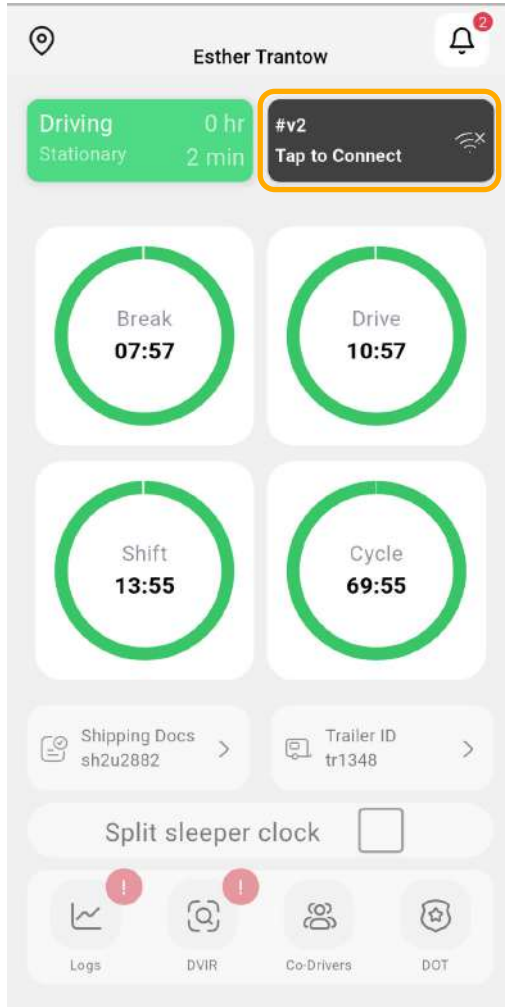
## Login to the NEXT FLEET ELD App and select a vehicle

Read the login details from your email. If you don't have login details yet, or you've forgotten them, contact your Carrier administrator.

1. Enter your login details and tap LOG IN, you will be prompt with Terms and Conditions.
2. Read the Terms and Conditions and tap AGREE.
3. Select your vehicle from the list, or search for one.
4. Tap ACCEPT, you will be prompt with a Settings page where you can review and edit settings details.
5. Tap SAVE.

## ! Dashboard View

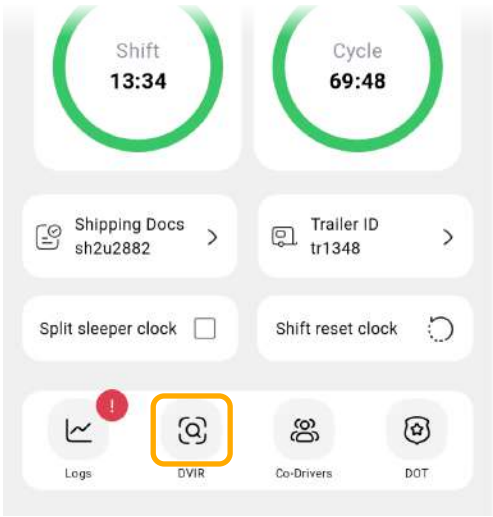
After successfully login & vehicle selection, the Dashboard page is open. Use Tap to Connect bar to connect to your vehicle.



# Installation & Connection

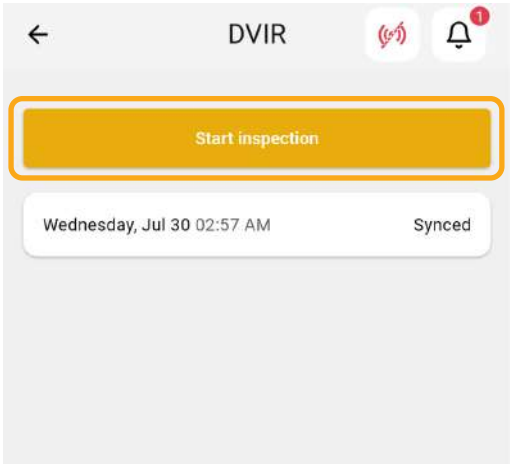
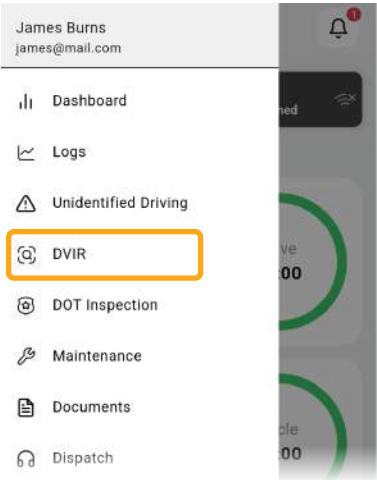
## Complete Pre-Trip DVIR

Start a new pre-trip inspection report by tapping the DVIR button.



You can also Start Inspection from the left side menu by tapping the DVIR option.

1. From DVIR view, enter the odometer value and tap Start Inspection, if you are in Off Duty or Sleeper Berth status you will be placed to On Duty status. Pre-trip is selected by default.



2. Tap Add/Remove under Vehicle Defects and review each item from the list against your vehicle.

Inspection time  
02:57 AM

---

Vehicle Defects

**Add/Remove**

No Defects Found

Trailer Id  
tr1348

---

**Sign and Save the Report**

3. If you identify a defect, select the appropriate defect in the list and enter a comment and photo. Tap Save.

<input type="checkbox"/>	Engine Compartment	▼
<input type="checkbox"/>	Fluids	▼
<input type="checkbox"/>	Belts	▼
<input type="checkbox"/>	Hoses	▼
<input type="checkbox"/>	Compressor	▼
<input type="checkbox"/>	Brakes	▼
<input type="checkbox"/>	Steering	▼

**Save**



4. If Trailer is applicable, repeat step 2 and 3 under Trailer Defects.
5. Tap Sign and Save the Report.

The screenshot shows a digital form for recording inspection details. At the top, a grey box contains the text 'Inspection time' followed by '08:08 AM'. Below this is a white box with the heading 'Vehicle Defects' and an orange 'Add/Remove' button. The text 'No Defects Found' is centered in this box. Underneath is another grey box with 'Trailer Id' and 'tr1348'. Below that is a white box with the heading 'Trailer Defects' and an orange 'Add/Remove' button. At the bottom, a large orange button with the text 'Sign and Save the Report' is highlighted with a thick orange border.

Inspection time  
08:08 AM

Vehicle Defects **Add/Remove**

No Defects Found

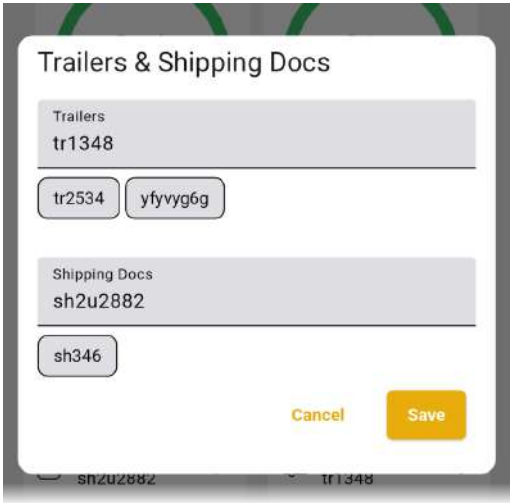
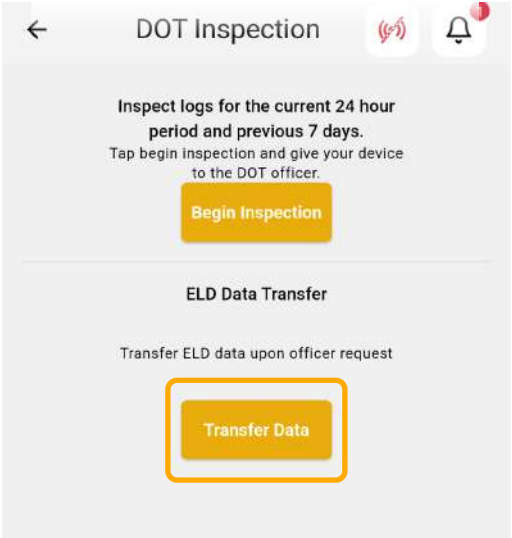
Trailer Id  
tr1348

Trailer Defects **Add/Remove**

**Sign and Save the Report**

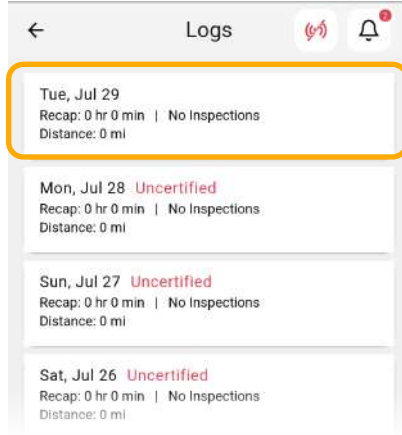
# Populate Log Form Data

Select Trailer/Docs button from your Dashboard to add the Trailer/Shipping Docs number.

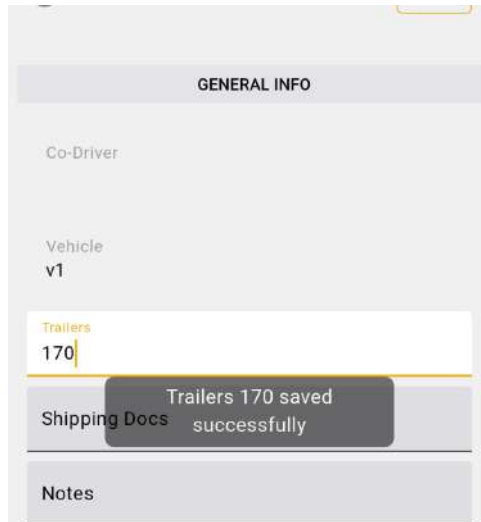


Trailers & Shipping Docs are also available through the Logs folder.

1. From your Dashboard view, tap the ☰ icon.
2. Select Logs.
3. Tap the daily log at the top of the list.



4. Scroll down (to the bottom of the screen) and tap the Trailer or Shipping Docs field.
5. Enter your trailer or shipping doc numbers. You will see "Trailer saved" OR "Shipping Docs saved" confirmation message.



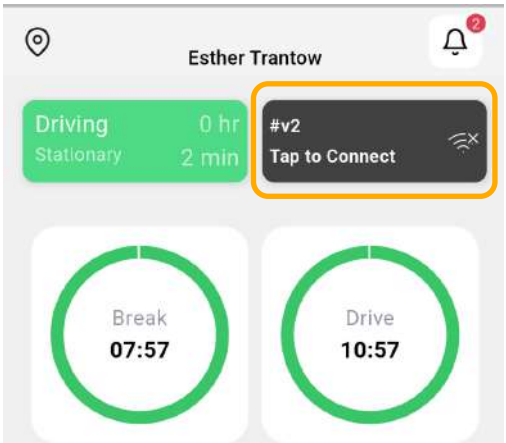
# Installation & Connection

## Connect your mobile device to the NEXT FLEET ELD device

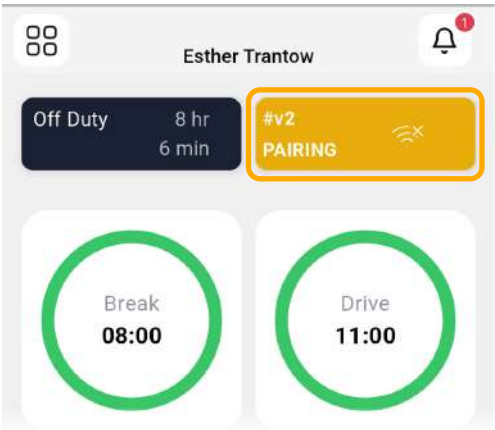
**! Enable Bluetooth**

Please ensure that Bluetooth is enabled on your device before you connect to the NEXT FLEET ELD device.

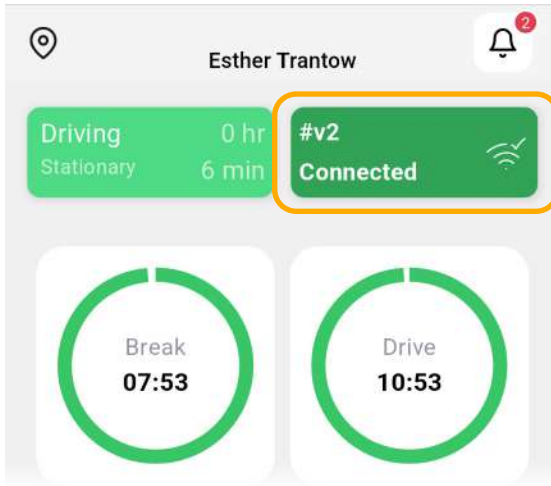
In the main Dashboard view there is Tap to Connect bar - just below the vehicle number



1. Use Tap to Connect bar to connect to your vehicle. The device will attempt to connect to selected vehicle ELD via Bluetooth. ELD bar will change from red to orange: Pairing.



2. An icon (📶) will appear in connection bar upon successful connection.



### ✓ Ready to Drive

Once you've completed all of the pre-trip tasks in this section, you're ready to drive.

When your vehicle is moving at 5 MPH or greater, your duty status will automatically switch to Driving, in accordance with the ELD mandate.

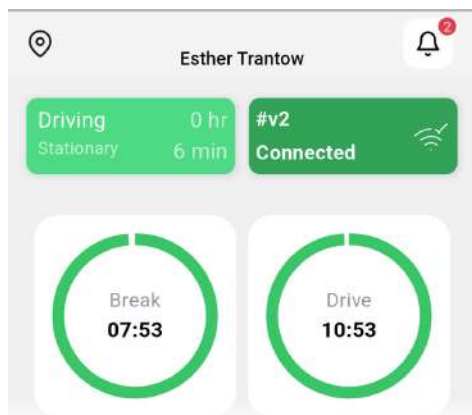
# Installation & Connection

## Record Hours of Service

1. When your vehicle reaches 5 MPH or greater, NEXT FLEET ELD is indicating that vehicle is In Motion and your duty status will automatically change to Driving.



2. When the vehicle stops (0 MPH) it's considered Stationary.

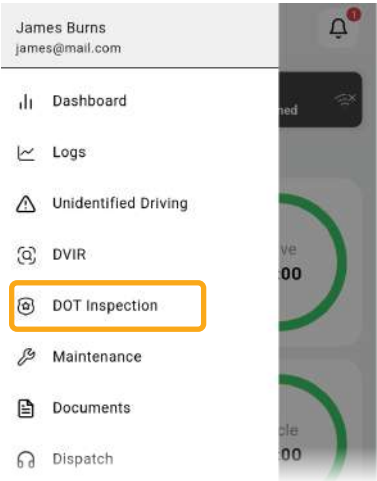


3. You can change your duty status by tapping the Driving and selecting some other duty status.
4. If your vehicle remains Stationary for five minutes you will be prompted with a question if you would like to change your duty status. If you ignore this question your duty status will be changed to On Duty.

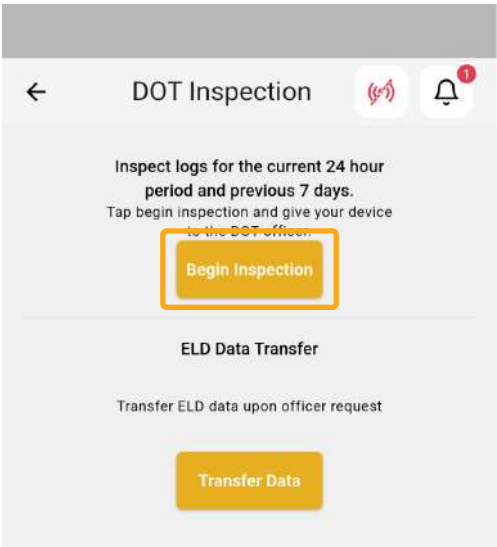
# DOT Inspection

## Inspect Logs

To begin the DOT inspection tap the menu icon on the top left and select the DOT Inspection



1. To let an officer inspect your logs tap Begin Inspection. Logs for current and last seven days will appear on the screen.



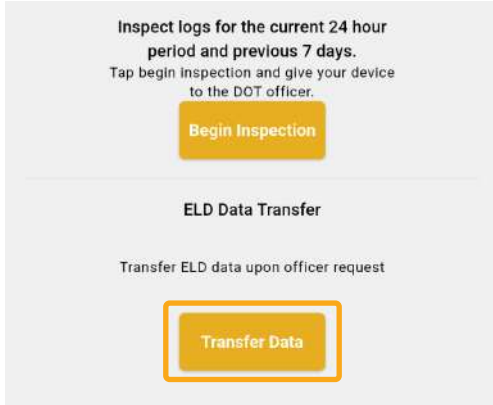
2. Hand the officer your mobile device.

# DOT Inspection

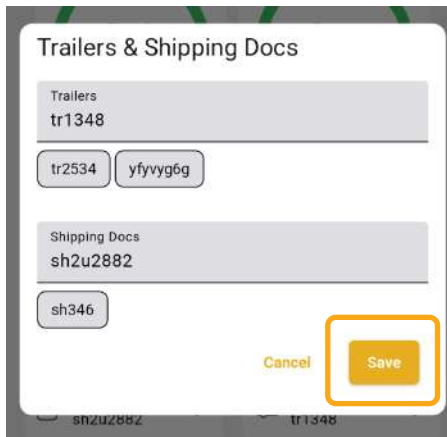
## Data Transfer

If the officer asks for the output file tap Transfer Data

1. Tap the Transfer Data to send the file via web service or email.



2. Select Web Service or Email transfer method.
3. A DOT officer will provide the Output File Comment, enter it in the text box.
4. Tap Send.



5. You will receive a confirmation if the file was submitted successfully. If it was unsuccessful, you will receive the following message: "ELD File Sending Failed. Use a different Transfer Data method or try again."



# Malfunction Responsibilities

## Carrier Responsibilities Regarding Malfunctions

### The carrier must:

Provide drivers with an instruction sheet describing the various ELD malfunction events and record-keeping procedures (this document)

Provide drivers with a supply of 8 days worth of blank paper driver records

Repair, replace or service

The motor carrier must correct the malfunction of the ELD within 8 days of discovery of the condition

OR

a driver's notification to the motor carrier, whichever occurs first.

## Record Keeping Responsibilities by the driver

### The driver must:

#### Malfunction Events

Note the ELD malfunction and provide the carrier with written notice within 24 hours.

Reconstruct driving events for the current 24 hour period and previous 7 consecutive days using paper logs.

Continue to manually prepare driving logs until ELD is serviced and brought back into compliance.

During inspections which take place when a malfunction has occurred: provide safety official with manually kept driver logs.

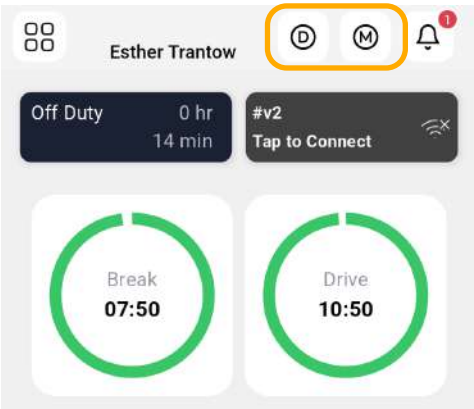
#### Data Diagnostic Events

The driver must follow the motor carriers and ELD provider's recommendations in resolving the data inconsistency.

# ELD Malfunctions

Diagnostic and Malfunction events show up in the application's header (top right) as a capital D and capital M. The D stands for diagnostic events and the M for malfunction events.

Tap D (diagnostic data) or M (malfunction) to view error details.



## Malfunction

**!** ELD has reported Power compliance malfunction. Contact your manager immediately. Please stop using the NEXT FLEET ELD and switch to paper logs until the ELD malfunction has been corrected.

Mon, Aug 25, 10:15 AM

**!** ELD has reported Engine Synchronization compliance malfunction. Contact your manager immediately. Please stop using the NEXT FLEET ELD and switch to paper logs until the ELD malfunction has been corrected.

Mon, Aug 25, 10:15 AM

**!** ELD has reported Timing compliance malfunction.  
Contact your manager immediately. Please stop using the  
NEXT FLEET ELD and switch to paper logs until the ELD malfunction  
has been corrected.

Mon, Aug 25, 10:15 AM

**!** ELD has reported Position compliance malfunction.  
Contact your manager immediately. Please stop using the  
NEXT FLEET ELD and switch to paper logs until the ELD malfunction  
has been corrected.

Mon, Aug 25, 10:15 AM

**!** ELD has reported Data Recording compliance malfunction.  
Contact your manager immediately. Please stop using the  
NEXT FLEET ELD and switch to paper logs until the ELD malfunction  
has been corrected.

Mon, Aug 25, 10:15 AM

**!** ELD has reported Data Transfer compliance malfunction.  
Contact your manager immediately. Please stop using the  
NEXT FLEET ELD and switch to paper logs until the ELD malfunction  
has been corrected.

Mon, Aug 25, 10:15 AM

## Data Diagnostic

! ELD has identified the Power data diagnostic event.

Mon, Aug 25, 10:15 AM

! ELD has identified the Engine synchronization data diagnostic event.

Mon, Aug 25, 10:15 AM

! ELD has identified the Missing required data diagnostic event.

Mon, Aug 25, 10:15 AM

! ELD has identified the Data transfer data diagnostic event.

Mon, Aug 25, 10:15 AM

! ELD has identified the Unidentified data diagnostic event.

Mon, Aug 25, 10:15 AM

