

<u>User Guide</u>

Version 1.0

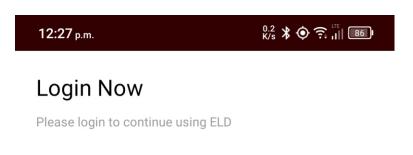


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<u>Login</u>

1. Enter your username and password assigned to you by your Fleet Administrator.

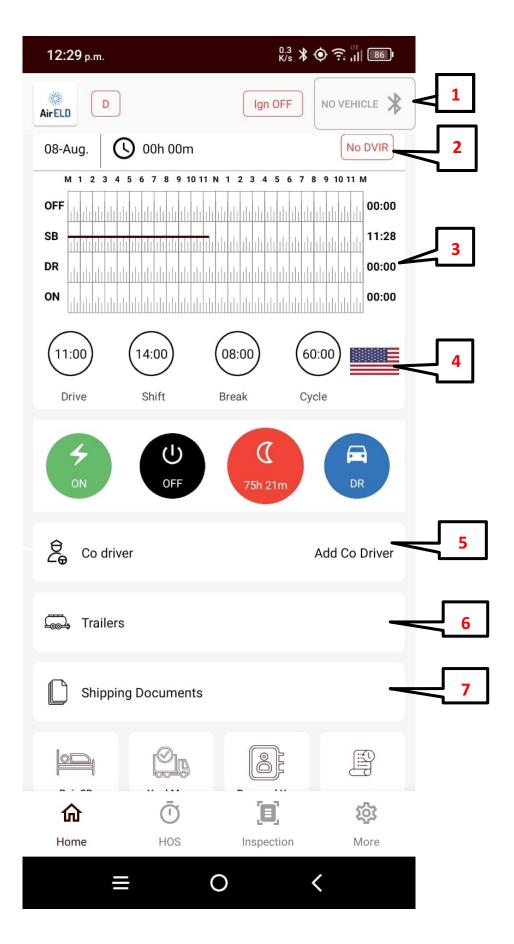




Enter the username
Password
Enter the password
Co
Login to my account

Username

Home Screen



1. Bluetooth Connection – Used for connecting the app with the ELD.

Grey – No Connection between the app and ELD.Orange – Trying to connect with the Device.Blue - App connected with the ELD installed in the truck.

2. Driver Vehicle Inspection Report (DVIR) – This is one of the two ways for the driver to perform their DVIR.

3. **Daily Graph** – The graph records all the duty statuses of the driver for a given day. It displays Off Duty (OFF), Sleeper Berth (SB), Driving (DR)and On Duty (ON) time.

4. **Current Cycle** – The flag indicates the current country in which the truck is operating. Drivers can set the cycle to switch automatically or manually by clicking on the flag.

5. Add Co-Driver – This option enables team drivers to log in simultaneously with the main driver.

6. **Trailers** – The drivers can add trailer info in this section. Information entered here will reflect in the DVIR report only if the trailer info is added prior to performing the DVIR.

7. Shipping Documents – The drivers can add their shipping document details such as Bill of Lading Number, order numbers or any other reference numbers related to the trip.

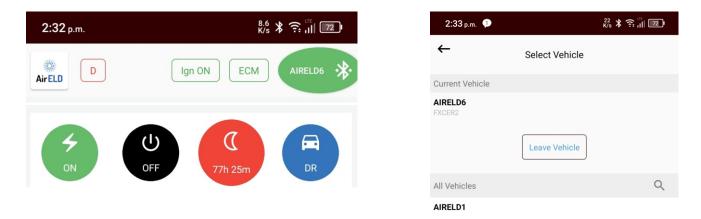
Pair SB – The drivers who want to split their sleeper berths can **turn on** the switch to indicate that they are splitting their sleeper berth time. For drivers who do not split their sleeper berths, the button needs to be turned Off. The option will be turned off by default.

Yard Moves – Drivers can turn on this option after putting their status in On Duty.
 Personal Use – Drivers can turn on this option after putting their status in Off Duty.

Connecting the App with the ELD

Air ELD App will connect with your vehicle's ELD using Bluetooth. Follow the steps mentioned below for a establishing a Bluetooth connection:

1. Select the ELD icon to see a list of vehicles on your app. Select the vehicle which you want to drive.

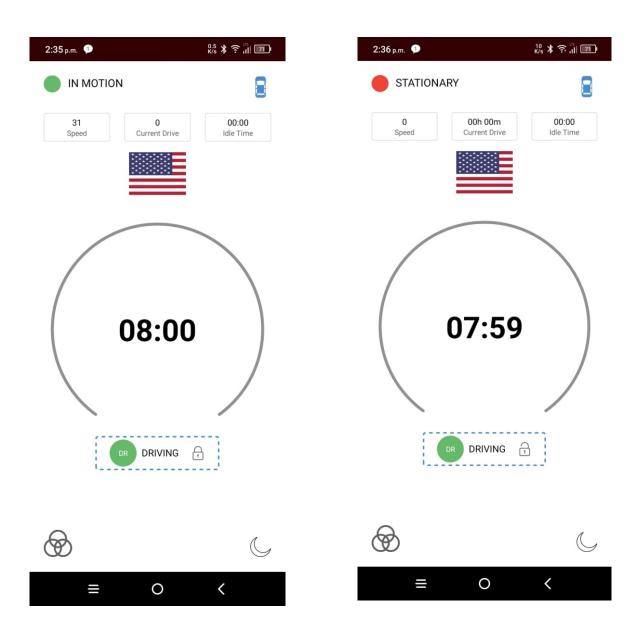


2. Upon selecting the vehicle, the Bluetooth connection will be established, and the vehicle icon will turn Blue. As shown below.

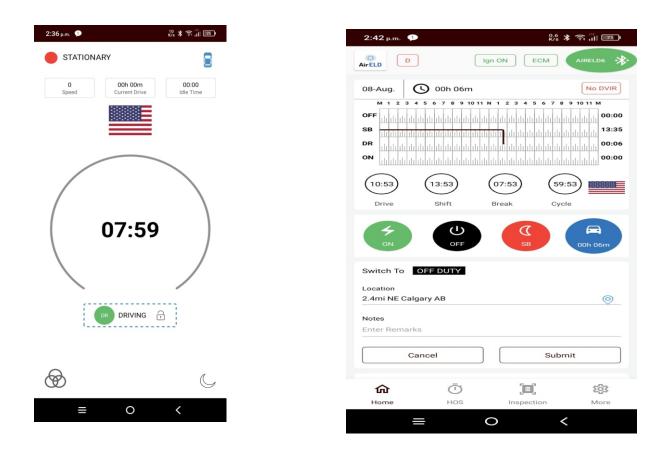
2:34 p.m.		k	3/s ≵ 奈∬ 72		
AirELD D	(Ign ON ECM	AIRELD6		Green icon
08-Aug.) 00h 00m		No DVIR		
M 1 2 3 4 4 OFF SB DR			7 8 9 10 11 M 0 0 0 0 0 13:34 0 </th <th>-</th> <th></th>	-	
(11:00) Drive	14:00 Shift	\bigcirc	60:00		
¢ on	U OFF	(77h 27m	DR		
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Driving Screen

1. Once your vehicle is in motion and goes above the speed of 8 km/h, your duty status will automatically be set to 'Driving'. 2. When your vehicle is at 0 Km/ H, the status will change to 'Stationary'.



3. To change the duty status manually, tap on the '**Driving'** prompt on screen. Select the appropriate duty status and enter the location and notes while changing the duty status.



4. If the vehicle remains stationary for five minutes, a pop-up window will appear if you would like to change your duty status. To update the duty status, select '**Update Status**'. To remain in driving status, select '**Continue Driving**'. If nothing is selected, your duty status will automatically be changed to '**ON Duty**'.

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Continue Dri	ving U	pdate Status
	DR DRIVING	<u>a</u>
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Roadside Inspection

1. Tap on the Inspection menu icon on the main screen.

12:30 p.m. 🕩		3.7 K/s ¥ � 奈 ¦ 86			
AirELD	ELD				
Review log today.	s for previou	ıs 14 days			
Tap 'Begin Inspe	ction' and hand you	r device to the officer			
	Begin Inspect	ion			
-	Send logs for previous 14 days + today to yourself				
	Send Logs				
Send EL	Send ELD Output To DOT / CCMTA (Canada)				
	Send Output	File			
俞	Ō	国 续			
Home	HOS Ir	nspection More			
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2. To let an officer, inspect your logs directly from your device. Select 'Begin Inspection'.

	12:33 p.m. 왿	^{1,3} ≵ � 示 "∥ [
	← Log	gs Preview
	C Tuesday	, Aug 08, 2023 🛛 📏
	Record Date 08-08-23	24-Hour Period Starting Tim 00:00:00
ELD	UTC Time Zone Offset 07:00	Current Location
	Print/Display Date 08-08-23	Driver Name Stark, John
eview logs for previous 14 days	Driver ID test1	Exempt Driver Status
oday.	Driver Licence 123456	Driver license State CA
	Co-Driver Name	Co-Driver ID
p 'Begin Inspection' and hand your device to the officer	Truck Tracktor ID	Truck Tractor VIN
	Start-End Odometer	Cur. Total Distance
Begin Inspection	Start-End Engine Hours	Cur. Total Engine Hours
	Trailer Number	Carrier Name Demo4
	Home Terminal Test123 New York California 1111	Principal Place of Business Test123 New York California 1111
	USDOT # 0	Shipping ID
	<u>ن</u>	E 0
	Home HOS	Inspection Mor

3. To send ELD output files to the DOT via email or web service, tap 'Send Output File'

Send E	LD Outpu (Ca	t To DOT / C nada)	СМТА
	Send C	Output File	
A Home	Ū HOS	Inspection	K ore

12:34 p.m. 🌗		¹⁶ ∦ � ͡; ¦∥ 850		
~	Send			
WEB SERVICES	EMAIL	EMAIL (CCMTA)		
Send ELD data for the last 15 days for vehicle				
OFFICIAL COMMENT				

OFFICIAL COMMENT		
comment		
	Send	

4. To email or fax a copy of your logs to an officer, select 'Send Logs' option

Send logs for previous 14 days + today to yourself

5. Enter the recipient's mail and click send.

12:38 p.m. 💈		3.8 K/s ≵ � क़ ¦ 184)
←	Send	
	EMAIL	
Email 15 Logs & Inspect RECIPIENT EMAIL	ion	
email@website.com		
	Send	

<u>Certitying Logs</u>

The Air ELD app will prompt the driver to certify past day's log upon Login and Logout. The driver can choose to sign the logs in bulk or one by one as described in the following steps.

Certifying your logs just after Logging in

The drivers will get a notification to certify their past day's logs after they login in the app. The prompt is displayed in the picture below. Drivers can certify their log by selecting the "Sign" option on the prompt.

2:44 p.m. 🦻	ś ≭ 奈 "∥ 70	2:45 p.m. 🕩	
AirELD	AIRELD6	€	Unsigned Logs
9 Uncertified logs	View All	Your company require before continuing.	s that you review and sign all logs
08-Aug. 00h 00m M 1 2 3 4 5 6 7 8 9 10 11 N 1 2 3 4 5 6 7	No DVIR 8 9 10 11 M 00:10	Jul. 30 ⓒ 00h 00m ⅔ № DVI	R (!)
SB		Jul. 31 € 00h 00m X No DVII	R (!)
DR had al and a last of a		Aug. 01	R (!)
Sign uncertified Logs?		Aug. 02 ○ 00h 00m ¥ No DVII	R (!)
You have 9 uncertified logs to	sign.	Aug. 03	R (!)
Ok		Aug. 04	R (!)
ON 00h 10m SB	DR	Aug. 05 ○ 00h 00m ★ No DVII	R ()
Co driver	Add Co Driver	Aug. 06 (○ 00h 00m ¥ № DVII	R (!)
Contrailers		Aug. 07 (€ 00h 00m ¥ No DVII	R (]
Shipping Documents			C Sign
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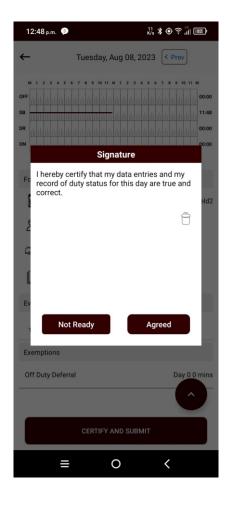
Certifying your logs from the Home Page

1. Click on the **"HOS"** option on the Home screen. Select the Day from the screen menu and press the **'Certify and Submit**' button.

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AirEL			ELD		
	🛃 Ca	anada		US	
	US	A Property	60 Hours	/ 7 Days	
	(11:0 Drive		(14:00 Shift)
			0:00 Cycle)	
Last	14 Days				
	Tue., 08-Aug. 00h 00m No (
	Mon., 07-Aug 00h 00m No I	-			Ø
	Sun., 06-Aug				0 0 0 0
	Sat., 05-Aug. 00h 12m No (
	Fri., 04-Aug.				
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Н	lome	HOS	Insp	pection	More
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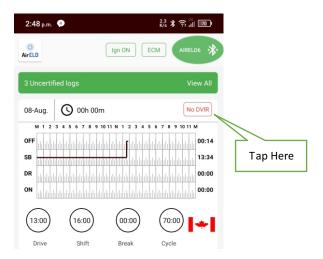
12:48 p.m. 🦻 2.2 X/s X	\$ () () () () () () () () () () () () ()
← Tuesday, Aug 08, 2023	< Prev
M 1 2 3 4 5 6 7 8 9 10 11 N 1 2 3 4 5 6 OFF SB DR N	11:48
Form	
Vehicle	aireld2
Co driver	
Contrailers	
Shipping Documents	
Events	
00:00 AM SB Sleeper Berth 11h 48m 9s 9 2.2мі Е WINNIPEG MB	
Exemptions	
Off Duty Deferral	Day 0 0 mins
CERTIFY AND SUBMIT	
≡ 0	<

2. Draw your signatures and press 'Agreed'.



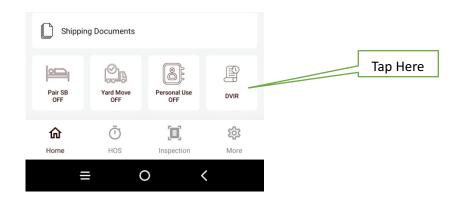
Driver Vehicle Inspection Reports (DVIR)

For a new DVIR at the beginning of the day, the driver can select the "No DVIR" prompt on the home screen on the top right corner of the daily graph.

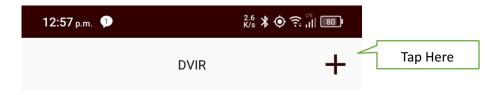


The second way to perform the DVIR is illustrated in the following steps:

1. Click on the **Daily graph** on the home screen and select "**DVIR**" option on the next page.



2. Select the create option to open the DVIR form.



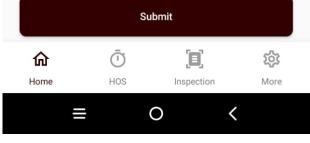
3. Vehicle and trailer info will be auto filled only if the driver has connected the app with the ELD and entered the trailer info on the home screen.

4. If there are no defects found while inspecting the tractor and trailer, the driver can select the next option. If there are defects found, the driver can select "Add Vehicle/ Trailer Defects" options on the screen and select the appropriate defects.

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←	Creat	e DVIR		
VEHICLE aireld7 TRAILERS Trailer 1, Traile				
	e Trip	Post T	rip	
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Enter Notes				
VEHICLE Add/Remove Vehicle Defects				
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5. After completing the 'General' and 'Defects' forms, use the '**Next**' button to go to the 'Sign' menu. A pop-up signature pad will appear. After signing, press '**OK**' and then press the '**Submit**' button.

1:00 p.m. 💈	¹¹ ★ � 示 ,, 100
←	Create DVIR
VEHICLE	
	Add/Remove Vehicle Defects
TRAILERS	
	Add/Remove Trailer Defects
ATTACHMENTS	
	Tap to add attachment
DRIVER SIGN	NATURE
	Submit



Adding and Switching Co-Drivers

1. Add the co driver from the home screen. Enter username and password provided by the fleet admin. Once the co driver is added

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AirELD	Ign ON ECM AIRELD6	
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(10:53) (13:30 Drive Shif		
	OFF	Tap Here
$\hat{\boldsymbol{\Sigma}}_{\boldsymbol{\Theta}}$ Co driver	Add Co Driver	

2. For switching the co drivers, click on the co driver name and select the driver under "Switch Driver".

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AirELD) (Ign ON E	CM AIRELD6 🔆	Switch Driver	
	00h 25m		No DVIR	Tony Wick	
M 1 2 3 4			6 7 8 9 10 11 M 00:00 13:35 00:06 00:19	John Stark	
(10:53)	(13:34)	07:53	59:34	(Ok
Drive	Shift	Break	Cycle		6
4 00h 19m	U OFF	C SB	DR		
Co dri	ver		test2		
				A	
			Tap here	re	

Troubleshooting ELD Connection Issues

3. Tap on the (ELD Icon) on the top right corner of your home screen. If there is a currently selected vehicle, select 'Leave Vehicle'. Then reselect the vehicle you are trying to connect with. If a pairing request dialog appears on screen or in a system tray, select the option to pair with the ELD. If the app still doesn't connect with the ELD, then close the dialog box and follow to step 2.

3:03 p.m. 🥠	22 K/s ≯ 奈 ∭ 68	
←	Select Vehicle	
Current Vehicle		
AIRELD6 FXCER2	Leave Vehicle	
All Vehicles		Q
AIRELD1		
AIRELD2 44-A444		

4. Tap on the ELD icon on the top right corner of your screen. If there's a currently selected vehicle then select '**Leave vehicle'**. Go to your device's Bluetooth settings and reset the Bluetooth connection by turning it off and then turning it back on. Now, **reselect** the vehicle you want to connect to. The connection dialog box should appear and connect the ELD to your app. If this step doesn't resolve the connection issue, then follow step 3.

Q	3:06 p.m. 🥠		0.5 K/s 券 奈, 68
	~	Select Vehicle	
	All Vehicles		Q
	AIRELD1		
	AIRELD2 44-A444		
	AIRELD3 44-A445		
	AIRELD6 FXCER2		
		↓ ↓ <td>✓ Select Vehicle All Vehicles AIRELD1 AIRELD2 44-A444 AIRELD3 44-A445 AIRELD6</td>	✓ Select Vehicle All Vehicles AIRELD1 AIRELD2 44-A444 AIRELD3 44-A445 AIRELD6

5. Unplug the ELD device safely from your vehicle and wait for 10 seconds before plugging the device again. Reboot your phone or tablet before attempting to establish a connection with the ELD device. Once, the lights on the device are blinking, try to reconnect with the ELD with steps mentioned in point

How to Identify Diagnostics & Malfunctions on the ELD APP

The FleetHunt ELD will display distinct signs for Diagnostics & Malfunctions. Diagnostic events will be notified by displaying a **D** sign and Malfunctions will be displayed using a **M** sign.

Actions: The diagnostics and Malfunctions cannot be cleared manually by the driver. The ELD will monitor the diagnostics and Malfunctions and will clear them automatically once the requirements have been fulfilled.

List of Malfunctions and Diagnostics

"The standard" in the following points refers to the "Technical Standard for Electronic Logging Devices v.1.2, October 27, 2020."

1. Power Compliance

An ELD must set a power compliance malfunction if the power data diagnostics event described in provision 4.6.1.1(a) of the Standard indicates an aggregated driving time understatement of 30 minutes or more on the ELD over a 24-hour period across all driver profiles, including the unidentified driver profile.

2. Engine Synchronization

An ELD must set an engine synchronization compliance malfunction if connectivity to any of the required data sources specified in provision 4.3.1 of the Standard is lost for more than 30 minutes during a 24-hour period aggregated across all driver profiles, including the unidentified driver profile.

3. Timing Compliance

The ELD must periodically cross-check its compliance with the requirement specified in provision 4.3.1.5 of the Standard with respect to an accurate external UTC source and must record a timing compliance malfunction when it can no longer meet the underlying compliance requirement.

4. Positioning Compliance

An ELD must monitor elapsed time during periods when the ELD fails to acquire a valid position measurement within 8 kilometers of the CMV's movement. When such elapsed time exceeds a cumulative 60 minutes over a 24-hour period, the ELD must set and record a positioning compliance malfunction.

5. Data Recording Compliance

An ELD must monitor the completeness of the ELD event record information in relation to the required data elements for each event type and must record a missing data elements data diagnostics event for the driver if any required field is missing at the time of recording.

6. Monitoring Records Recorded under the Unidentified Driver Profile

If more than 30 minutes of driving in a 24-hour period show unidentified driver on the ELD, the ELD must detect and record an unidentified driving records data diagnostic event and the data diagnostic indicator must be turned on for all drivers authenticated into that ELD for the current day and the following 14 days.

7. Data Transfer Compliance

If the monitoring mechanism fails to confirm proper in-service operation of the data transfer mechanism(s), an ELD must record a data transfer data diagnostic event and enter an unconfirmed data transfer mode.

In case of a malfunction

A Driver must do the following:

(1) Contact Air ELD support for troubleshooting the issue.

(2) Note the malfunction of the ELD and provide written notice of the malfunction to the motor carrier within 24 hours.

(3) If the ELD records are not retrievable from the ELD, reconstruct the record of duty status for the current 24-hour period and the previous 7 consecutive days.

(4) Manually prepare a record of duty status until the ELD is serviced and no longer malfunctioning.

The Motor Carrier should do the following:

If a motor carrier receives or discovers information concerning the malfunction of an ELD, the motor carrier must take actions to 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.

The ELD provider, i.e., Air ELD should do the following:

Send a new ELD device upon notification from the carrier.

Contact

E-Mail : support@aireld.com Website : www.aireld.com