YOU DRIVE... WE LOG!

SIMPLE E-LOG APP USER MANUAL

CONTENTS -- Revised on 08/28/2017

1. LOGIN CREDENTIALS

1.1 Enter login credentials

a. Make sure mobile data is on
b. Enter your user id against (This is created in website at the time of registration).
c. Enter the password against. The entered password will not be displayed.

d. To display the entered password, click on 👁.
e. Check the Remember Me check box, to automatically display the password the next time you login.
f. Click on Login button to login into the ELD app.
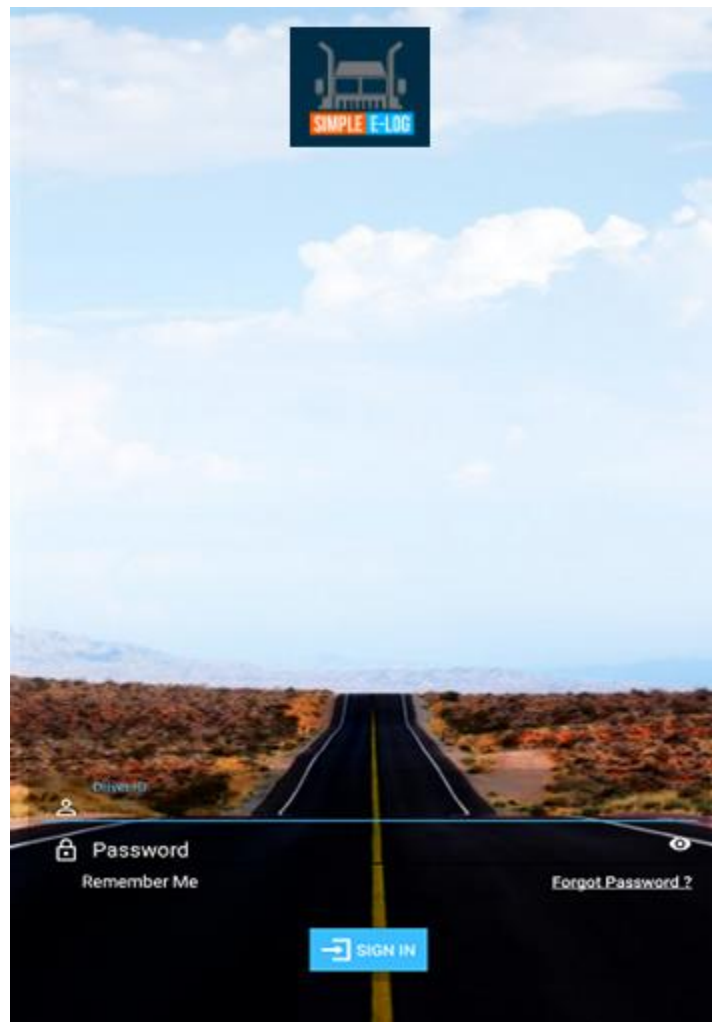
g. If the ELD app does not connect automatically, check if the mobile data is enabled.
h. Once you have successfully logged in, the VIN number and ELD device name is displayed in green color text.
i.

SAM	-123333333...
	Aug 15, 2017
Hino Motors Mfg	IOSiX ELD: 2459127
Trip No : 2805	Origin : KANSAS Dest : WIS-CON-

1.2 Forgot password

a. Click on **Forgot Password?** link to generate a new password
b. Password reset can be done by giving **driver id, license no and license expiration date.**
c. Set new password alert is seen.
d. Once you have reset; login to your account.
e. Password successful pop-up is displayed.

2. Home Page
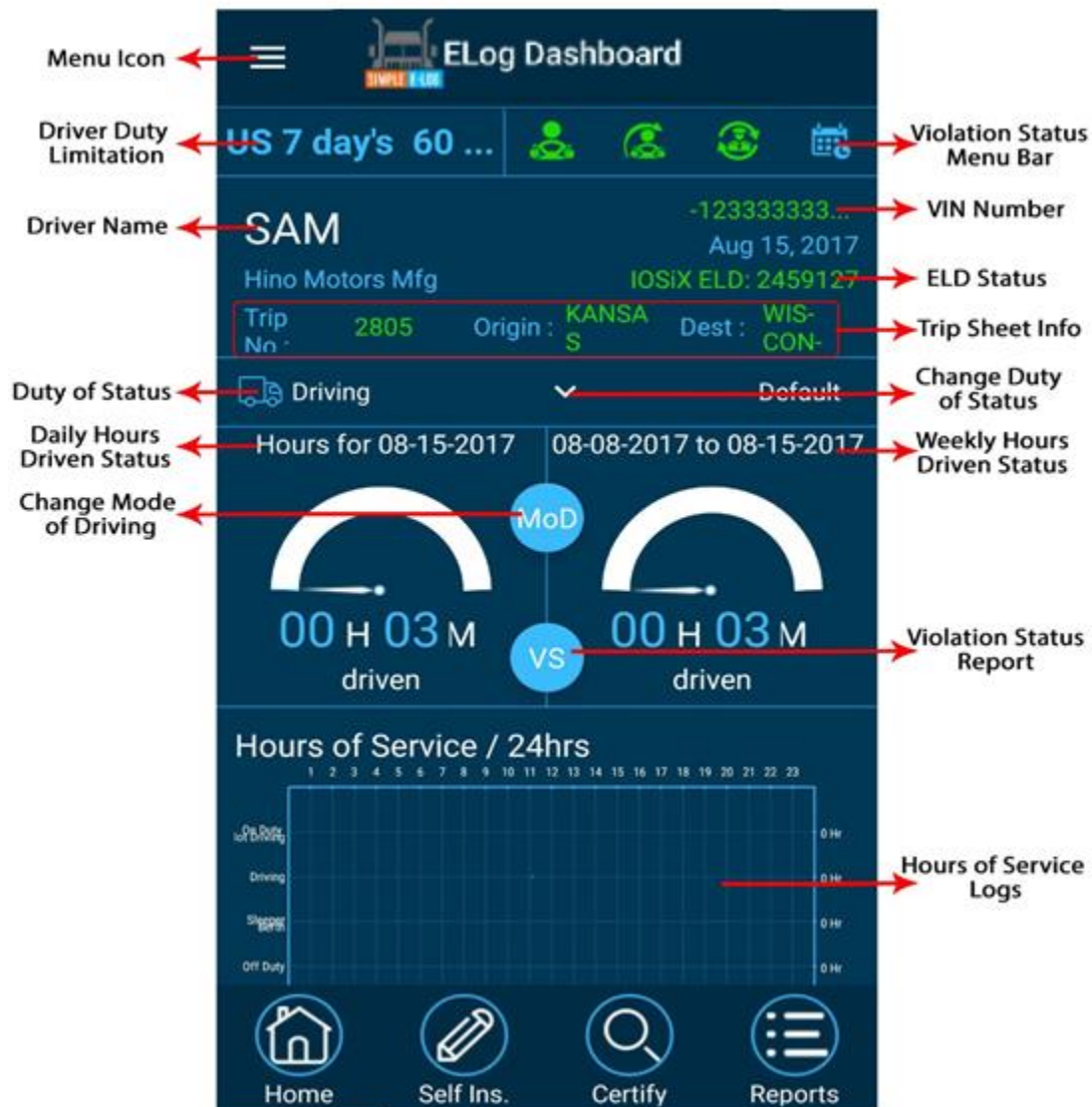
2.1 App's Dashboard

a. On the left-hand side driver's name, business name, trip no and start location (origin displayed).
b. On the right-hand side VIN no, date and ELD no is displayed in green
c. Daily mile driven count displayed on the left and week's count on the right respectively.

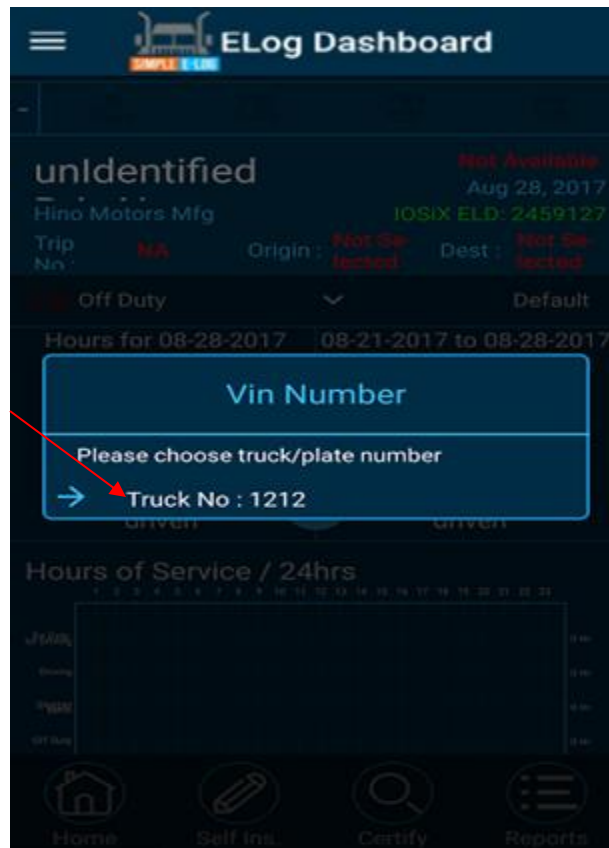## 2.1.1 VIN Selection

In Some case trucks may not stream the VIN. In order to resolve this

a. Login into WWW.simpletruckeld.com
b. In the dashboard from the left menu click "My fleet".
c. Click "Add Fleet" pop screen opens.
d. Please fill in the VIN, Plate number and Truck no and click "Save".
e. Continue step 1 - 4, if you have more than one truck.
f. Now when you login from the APP, when the VIN is not streamed, you will get a pop up, listing the truck no's (the information we have added in "My fleet".)
g. Select the truck number.
h. Now the App will bind the VIN to the SSID, so that VIN will be part of the data stream from the Truck. This information will be stored in the ELD device till such time it is removed from that

2.1.2 Mode of driving

i. In the ELD Dashboard screen, click on [MoD] to select the Driver mode.
j. In the Driving Mode dialog box, select Default for On Duty Driving.
k. Once the Driving Mode has been selected, the Comments dialog box appears.
l. Enter your comments below Enter your comments and click on Submit button to record your comments.
m. If you do not want to record your comments, click on Cancel button.
n. The selected Driver mode is displayed on the ELD Dashboard.
o. You can select same as to change Driving mode to PERSONAL USE and YARD MOVES.

NOTE	The following categories are available: **Default** – Select for on duty driving **Personal Use** – Select for personal use **Yard Moves** – Select for yard shuttle service
NOTE	If you select **Default**, the **Duty of Status** dialog box is enabled. You can choose an appropriate option based on the driving situation.

2.1.3   How to select Duty of Status

a. If the Driving Mode is Default, the Duty of Status dialog box appears.
b. Click on the appropriate Duty of Status.
c. The selected Duty of Status is displayed on the ELD Dashboard.

2.1.4 Vehicle status

It records the movement of a vehicle. Speed status will change every 5 minutes automatically or you can change manually also if the vehicle is not in motion.
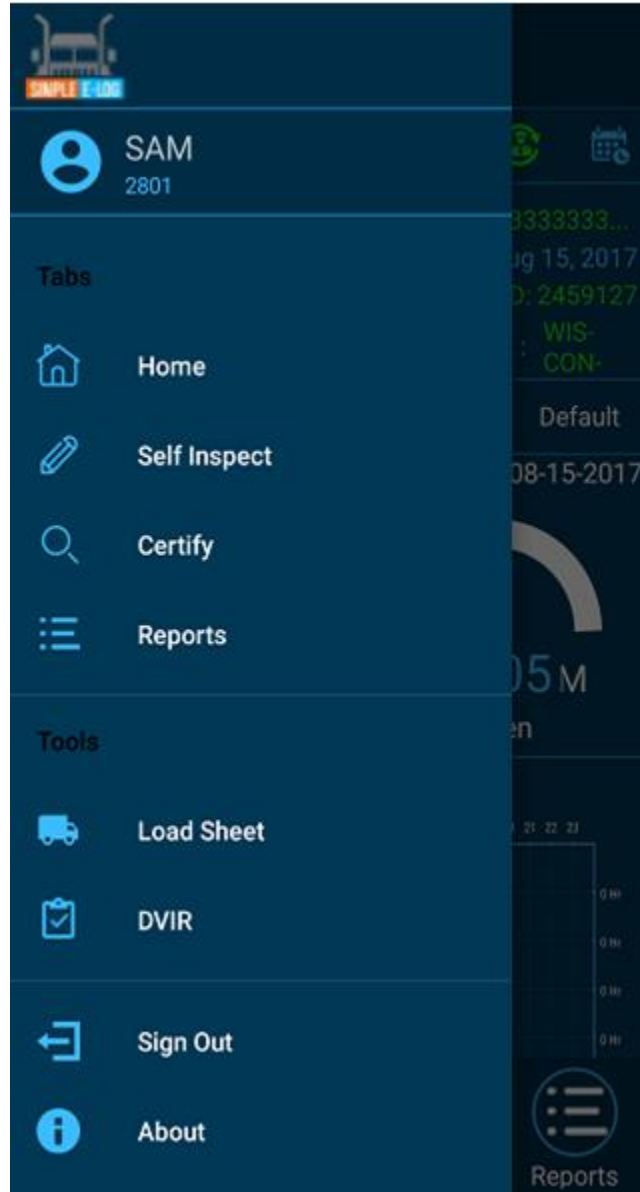
For example, if your duty status is in driving, but the vehicle is idle more than 5 minutes, vehicle status pops and displays a message to change your driving status.

For example, if your duty status is in the On Duty Not Driving, but the vehicle is in motion more than 5 minutes, vehicle status pops and displays a message to change your driving status.

3. MENU PAGE

Menu page contains all the app features like Home, Self-Inspect, Certify, Reports, Trip Sheets and DVIR.

For example, if you are entering Trip sheet details and if you want to move to DVIR, you can select Menu icon on the top left and you can easily navigate to different features in the App.

Once you are done with your driving service you can sign out of the app by clicking the Sign out from the top left menu icon.

4. Driver Duty Limitation

Located in the top left most icon which reflects the type of driving you selected from the website for that particular driver. The type of weekly driving consists of 10 types below are mentioned.

a. **US 7 Day's 60 Hours:** It is the rule of driving 60 hours a week which you selected from the Simple E-Log website.

b. **US 8 Day's 60 Hours**: It is the rule of driving 70 hours a week which you selected from the Simple E-Log website.

c. **100 Air Miles:** Rule indicates that the driver is driving within 100 mile radius of their yard or main office.

d. **150 Air Miles:** Rule indicates that the driver is driving within 100 mile radius of their yard or main office.

e. **Construction Material 7 Days 60 Hours:** Rule indicates that driver is driving 60 hours a week for the vehicles which is use for construction work/purpose.

f. **Construction Material 8 Days 70 Hours:** Rule indicates that driver is driving 70 hours a week for the vehicles which is use for construction work/purpose.

g. **Ground Water 7 Days 60 Hours:**

h. **Ground Water 8 Days 60 Hours:**

i. **Passenger 8 Days 60 Hours:**

j. **Passenger 7 Days 60 Hours:**

5 VIOLATION STATUS
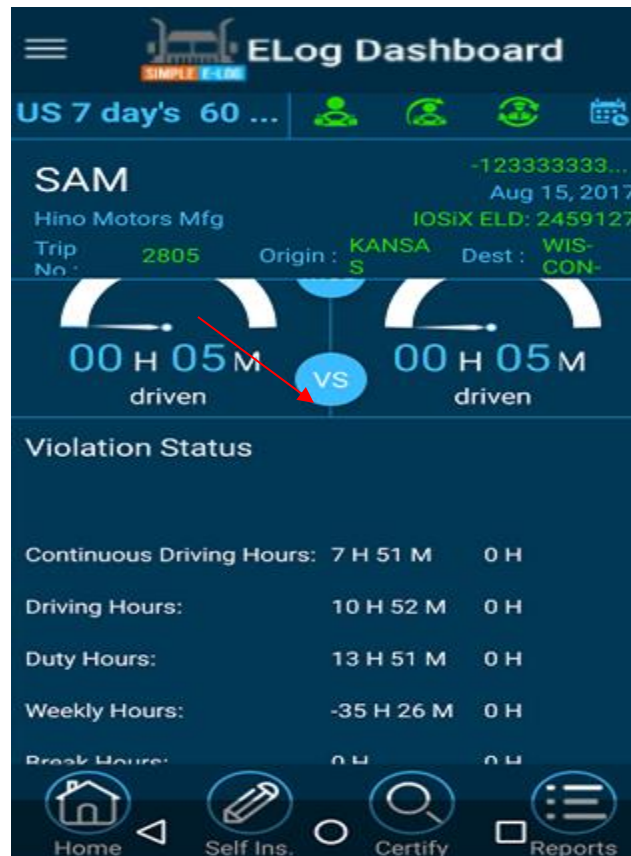
On clicking **"VS"** button it displays a drop-down box and it contains a brief description of violation status.
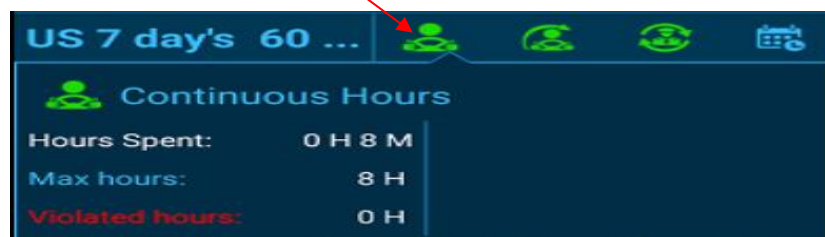

Violation status consists 4 primary sub Icons which located at TOP Row of the App.

5.1. Continuous Hours

The rule of Continuous hours will depend upon the duty of driving which you selected for particular driver during creation of driver ID from the Simple E-Log website.
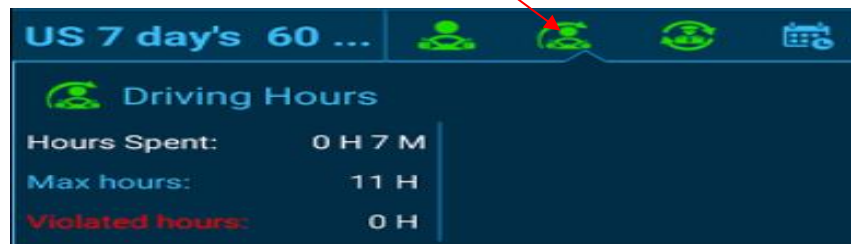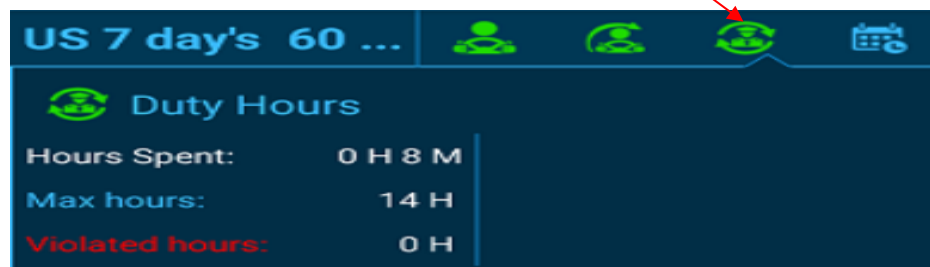
a. **Hours spent:** Summary of total continuous hours driven per day.
b. **Max Hours:** As per the rule of continuous driving is allowed on the basis of duty of limitation which you select.
c. **Violated Hours:** It shows the number of hours driven more than the rules.

5.2 Driving Hours

The rule of Driving hours will depend upon the duty of driving which you selected for particular driver during creation of driver ID from the Simple E-Log website.

a. **Hours Spent:** Summary of total driving hours per day.
b. **Max Hours:** As per the rule of continuous driving is allowed on the basis of duty of limitation which you select.
c. **Violated hours:** It shows the number of hours driven more than the rule.

5.3 Duty Hours

The rule of Duty hours will depend upon the duty of driving which you selected for particular driver during creation of driver ID from the Simple E-Log website.

a. **Hours Spent:** Summary of total Duty hours per day.
b. **Max Hours:** As per the rule of Duty hours is allowed on the basis of duty of limitation which you select.
c. **Violated Hours:** It shows the number of hours driven more than the rule.

5.4 Weekly Hours

The rule of Weekly hours will depend upon the duty of driving which you selected for particular driver during creation of driver ID from the Simple E-Log website.

YOU DRIVE... WE LOG!

US 7 day's 60 ...

Weekly Hours

Hours Spent:	95 H 26 M
Max hours:	60 H
Violated hours:	35 H 26 M

a. **Hours Spent:** Summary of weekly driving hours.

b. **Max Hours:** As per the rule of Duty hours is allowed on the basis of duty of limitation which you select.

c. **Violated Hours:** It shows the number of hours driven more than rule.

6. SELF-INSPECT MENU

The dashboard of Self Inspection page contains Driver name, Truck VIN details, Date, ELD details, Company name, Trip number, origin, and destination.

6.1 Status and Pending Logs

a. **STATUS LOG:** On selecting the status log button, it displays **Duty status logs** of the driver on the present day. You can also filter the date which you require by selecting the "Add Filter" icon.

b. **CO-DRIVER:** On selecting the co-driver button, it displays the **Status logs** of your co-driver on the present day. You can also filter the date which you require by selecting the "Add Filter" icon.

c. **UNIDENTIFIED:** When you **Sign Out** the app, the app does not shut down completely it goes to unidentified status inside the Self Inspection page.

6.2 EDIT STATUS LOGS

If you want to edit your **duty status** you can click any log status and pop-up will reflect at top bar where you can edit by clicking at top right corner **edit button**.
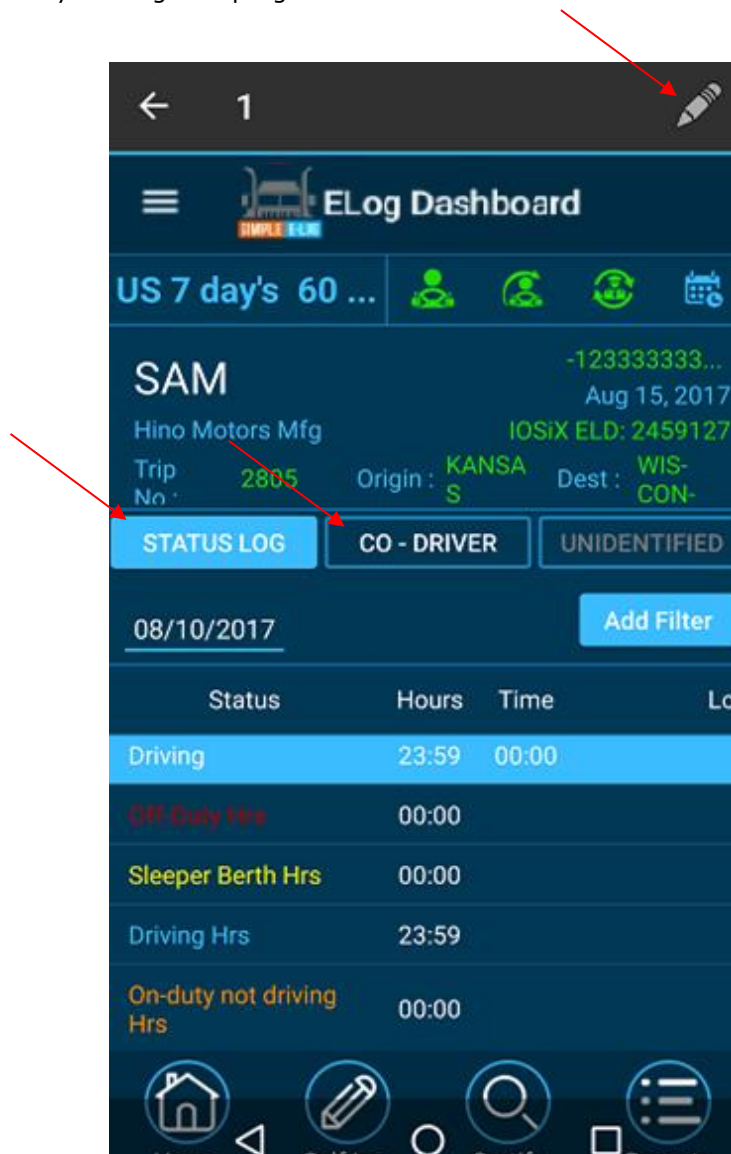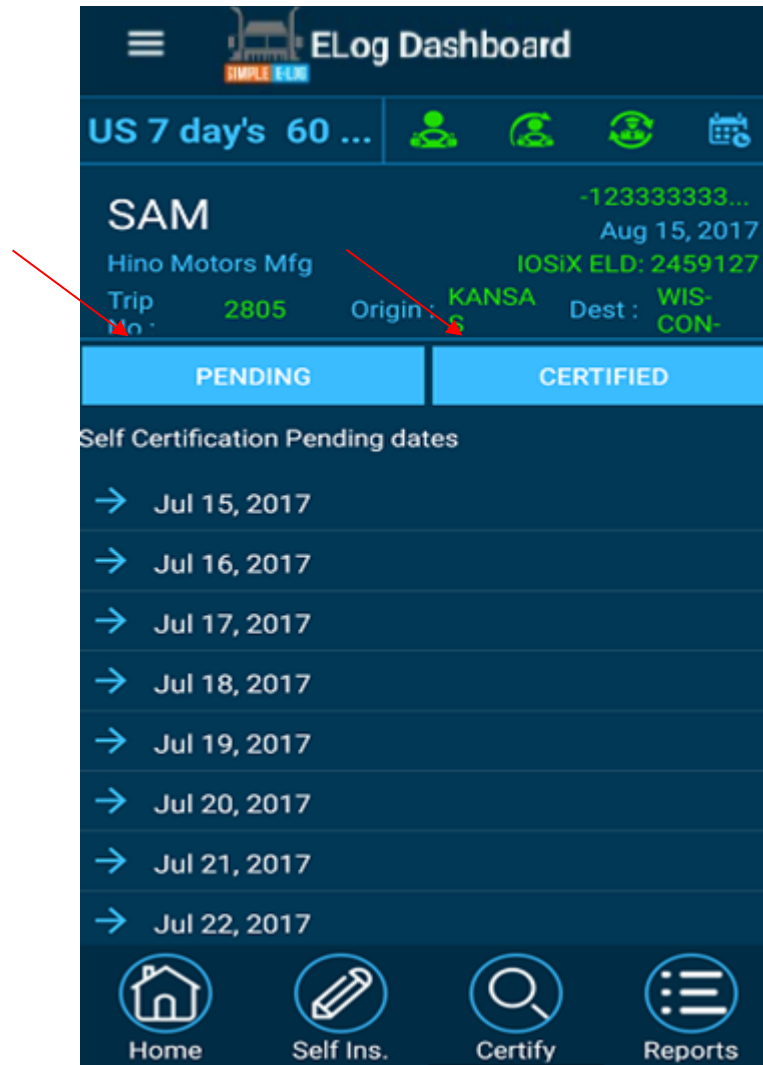
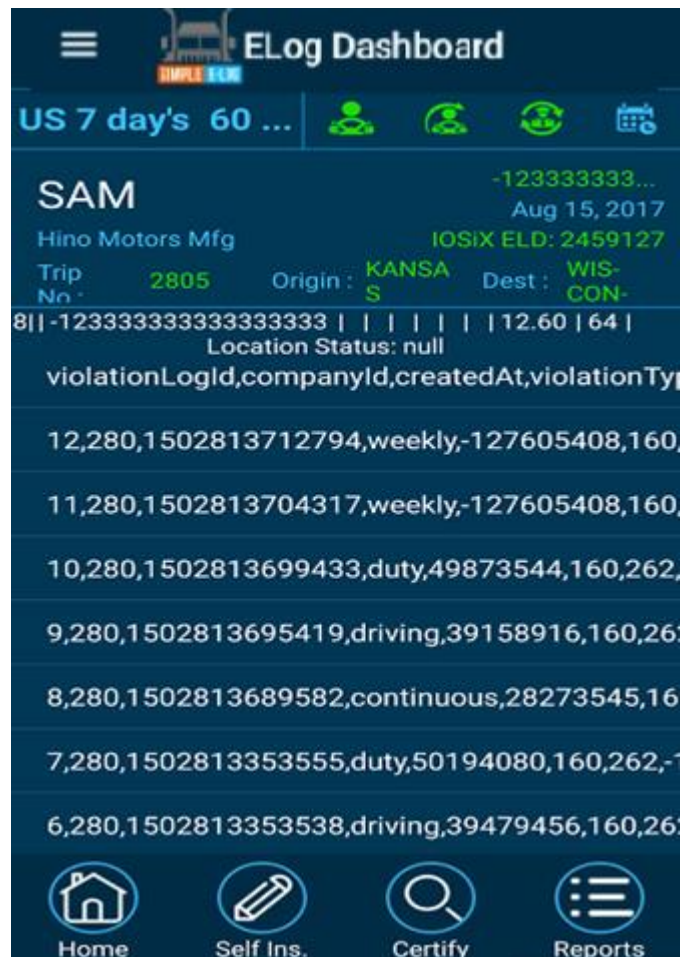# 7. SELF-CERTIFIED MENU

The dashboard of the Certify page contains Driver name, Truck VIN details, Date, ELD details, Company name, Trip number, origin, and destination.

Certify primarily contains PENDING and CERTIFIED details.

a. **PENDING:** When you select the pending button, it displays the message which indicates the particular self-certified items for a specified date that were not completed.

For **example**, if you did not self-certified for a particular date, you can click on that date which is shown by the app and you can certify it by entering comments and agree. Then it will reflect to you in the certified menu.

b. **CERTIFIED:** When selecting the Certify button, it displays the dates which you already self-certified. You can also edit the previously certified data, but your "Re-submission" count will increment when you edit your self-certified data again.

The dashboard of the Report page contains Driver name, Truck VIN details, Date, ELD details, Company name, Trip number, origin, and destination.

Report page records your engine data lively. The report has VIN number, RPM readings, Speedometer reading, Duty Status, Violation status, ELD Firmware version, and Location status.

8. TRIP/LOAD SHEET MENU

The dashboard of the Load sheet page contains Driver name, Truck VIN details, Date, ELD details, Company name, Trip number, origin, and destination.

You can create your load sheet by using the **Simple E-Log website** or **Simple E-Log App**.
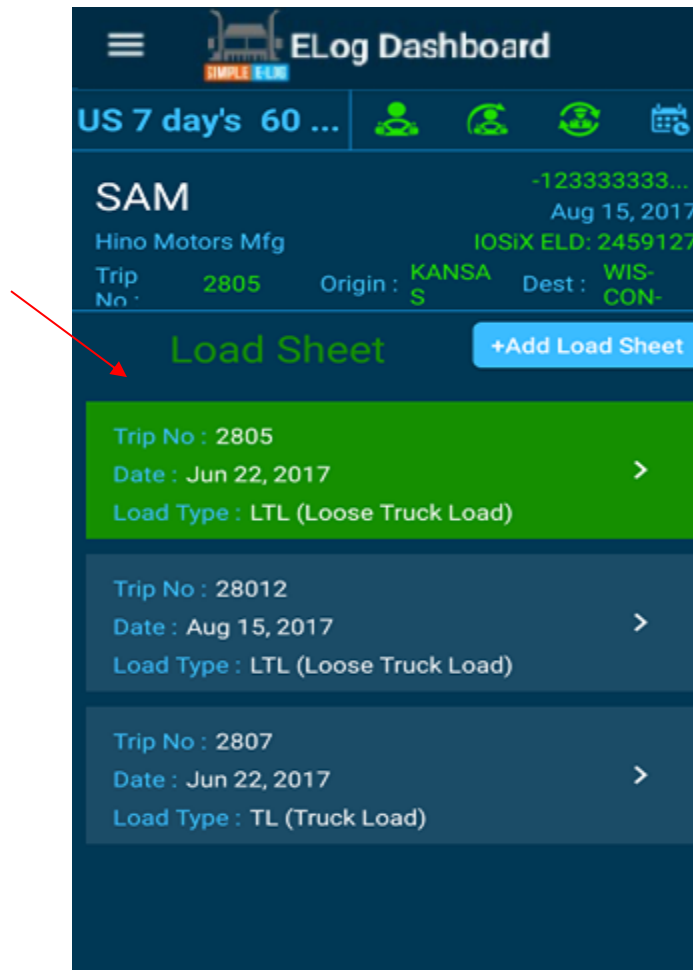
8.1 +Add Load Sheet

After clicking Add Load Sheet the next screen opens where you can add your load information such as Date, Load Type, Origin, Destination, Driver (you can add co-driver), Vehicle type, Trailer number.

Note: You can add your co- driver if require or you can leave as it is.

8.2 + Add Consignment

    a.   By clicking Add consignment, it will proceed to next screen where you need to fill **shipper details.**
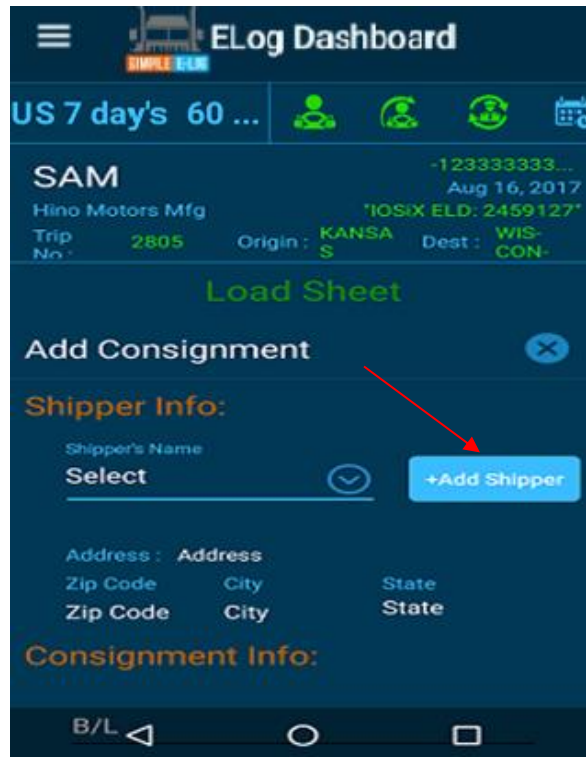
To **Add Shipper Details**: You have to enter Shipper name, Address, Zip Code, City and State. Click Save to proceed.

Note: You can't edit Shipper details once you added via App but you can edit through Simple E-Log website.

b.   Consignment Info: Here you have to enter consignment details such as Billing date, Description, Packing type, Quantity, Weight, Delivery notes and P.O Number.

c.   Consignee Name: Here you have to consignee details such as Consignee Name, Address, Zip Code, City and State.

After filing above load sheet pieces of information you have to click save button. The Load sheet information will be available inside Load Sheet Dashboard.

You can create multiple Load Sheet and you can select required Load Sheet according to the trip.

Once you select the required Load Sheet you can edit the Load Sheet, Use the Load Sheet, so that your Load information is available in the **main home dashboard** where you can track your trip.

Once you are done with your trip you can select the respective Load Sheet and you can **remove your Load Sheet** information from the Load Sheet dashboard by clicking **"Yes".**

9. DVIR MENU

The dashboard of the Driver Vehicle Inspection Report (DVIR) page contains Driver name, Truck VIN details, Date, ELD details, Company name, Trip number, origin, and destination.

Driver Vehicle Inspection Report (DVIR) primarily contains "Pre/Post", "Resolved" and, "Get List".

9.1. Pre-Trip

Pre-trip is mandatory report checked and signed when you are in origin of the not for trip.

a. When clicking Pre/Post button, it will ask to submit pre trip report, where you can find carrier name, address, date, time, Truck number and odometer reading (it will reflect current odometer reading automatically).
b. Trailer number which is entered manually and it is mandatory.
c. The **accessories list** contains 22 individual items in which you can select required items for pre-trip which is mandatory or you can add additional accessories list names using Simple E-Log website and it will reflect in the app.

d. In the **Remarks section**, you have to select any one of the three check boxes which are suitable and you have to add your comments (entering comments is mandatory). Finally, the driver has to **sign and save**.

e. Once the required pre-trip details have been entered and saved the data is reflected in DVIR dashboard/page and the driver can view it on the same page.

9.2. Post-Trip

Post-trip is mandatory report checked and signed after reaching the destination.

a. When clicking Pre/Post button, it will ask to submit pre-trip report, where you can find carrier name, address, date, time, Truck number and odometer reading (it will reflect current odometer reading automatically).

b. Trailer number which is entered manually and it is mandatory.

c. The accessories list contains 22 individual items in which you can select required items for pre-trip which is mandatory or you can add additional accessories list names using Simple E-Log website and it will reflect in the app.

d. In the Remarks section, you must select any one of the three check boxes which are suitable and you have to add your comments (entering comments is mandatory). Finally, the driver must sign and save.

e. Once the required pre-trip details have been entered and saved the data is reflected in DVIR dashboard/page and the driver can view it on the same page.

9.3. RESOLVED

Resolved is the status of the report in which defect on the accessories item is fixed by mechanic which you submit and saved and remarks have been entered in the Remarks section, you have to select any **one** of the three check boxes which are suitable and you have to add your comments (entering comments is mandatory). Finally, the driver **must** sign and save.

9.4. GET LIST

Get list reflects the total number of trucks registered under single driver name.

The DVIR report of each individual Truck number can be viewed inside the Get List by selecting required truck number.

9.5 FINAL OUTPUT PAGE OF DVIR

10. SIGN-OUT & SIGN-IN PAGE

Sign out/Sign in: By clicking the top left menu icon where you can sign out. Once you are done with a sign out you can follow the same procedure by clicking the top left menu where you can sign in again.

11. ABOUT ELD PAGE

It shows the brief description of ELD Product, function, Application version and Latest Firmware version installed.