

# How to Use Rand McNally HOS: A Driver's Guide

(with July 2013 Rules)



# Log in

1. Enter Driver ID

2. Press **Submit**

The image shows a login interface for the RAND McNALLY TND 760 Fleet Edition. The background is dark with the RAND McNALLY logo and the text "TND™ 760 Fleet Edition" in white and green. A green arrow points from the instruction "1. Enter Driver ID" to a text input field. Another green arrow points from the instruction "2. Press Submit" to a "Submit" button. A numeric keypad is overlaid at the bottom of the screen.

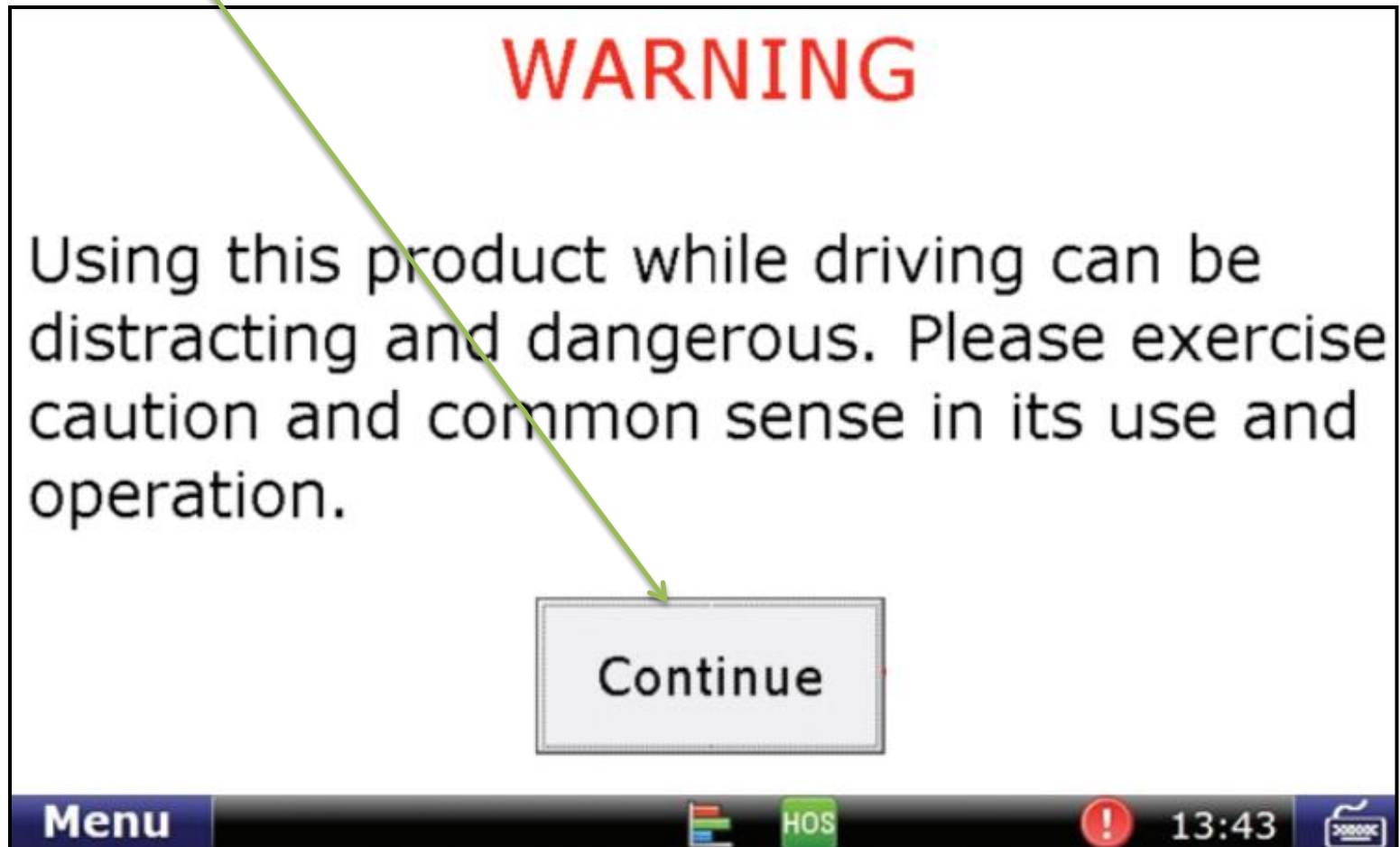
Enter Driver ID

Submit

&	1	2	3	4	5	6	7	8	9	0	⌫
@	Q	W	E	R	T	Y	U	I	O	P	⬆
ABC	A	S	D	F	G	H	J	K	L	-	Enter
!@#	Z	X	C	V	B	N	M	,	.		⌂

# Log in

3. Press **Continue**



# Go to Hours of Service App





# Section 1

## Complete Pre-Trip (and go On Duty) & Certify Last DVIR

Summary: this is the first screen you see

Summary

Logs

DVIR

Options

Company

MStephenson is 'Off-duty'

If your logs are correct, you can drive for 08:00.

Today's log

More timers

70hr	70:00:00	10Hr Reset	00:00:00
11hr	11:00:00	Split Reset	N/A
14hr	14:00:00	34hr Reset	182:00:53
8hr	08:00:00		

34 Hr info

Eligible to start next 34hr: 14:40 05/28

Next 34hr will complete: 05:00 05/30

Off-duty

S. Berth

Driving

On-duty

Trip Info

Menu

HOS 08:00

13:34

# Add pre-trip information

1. Press **Trip Info**

Summary

Logs

DVIR

Options

Company

**MStephenson is 'Off-duty'**

If your logs are correct, you can drive for 08:00.

Today's log

More timers

70hr	70:00:00	10Hr Reset	00:00:00
11hr	11:00:00	Split Reset	N/A
14hr	14:00:00	34hr Reset	182:00:53
8hr	08:00:00		

?

34 Hr info

Eligible to start next 34hr: 14:40 05/28

Next 34hr will complete: 05:00 05/30

Off-duty

S. Berth

Driving

On-duty

Trip Info

Menu

HOS 08:00

13:34



# Add pre-trip information

2. Enter **Load, Trailers, and Remarks** (select **Pre-trip**)

3. Press **Submit**

The screenshot shows a mobile application interface for adding trip information. The title bar is blue and says "Adding trip information". Below the title bar, there are several input fields and buttons. The fields are: "11:55" (time), "03/15" (date), "Loc. No GPS" (location), "BOL 98765" (BOL number), "Co-driver" (dropdown menu), "Trailers 1234" (trailers), and "Remarks Pre-trip" (remarks). There are buttons for "<< Back", "Submit", and "Delete". A numeric keypad is visible at the bottom of the screen. Green arrows point from the instructions to the corresponding fields and the Submit button.

Field	Value
Time	11:55
Date	03/15
Location	No GPS
BOL	98765
Co-driver	
Trailers	1234
Remarks	Pre-trip

Buttons: "<< Back", "Submit", "Delete"

Keypad: Numbers 1-0, Symbols: &, @, ABC, !@#, QWERTY, Enter

NOTE: Adding a Trip Info entry automatically puts you in On-duty mode.



# Pre-Trip is now complete

Summary

Logs

DVIR

Options

Company

**MStephenson is 'Trip info. (on-duty)'**

If your logs are correct, you can drive for 08:00.

70hr70:00:00

10Hr Reset00:00:00

11hr11:00:00

Split ResetN/A

14hr14:00:00

34hr Reset182:00:53

8hr08:00:00

Today's log

More timers

34 Hr info

Eligible to start next 34hr: 14:40 05/28

Next 34hr will complete: 05:00 05/30

Off-duty

S. Berth

Driving

On-duty

Trip Info

Menu

HOS 08:00

13:34

You are now in On Duty status

# Review last DVIR after entering Trip Info

1. Press Yes

Summary

**Adding trip information**

17:51 03/19 Loc. No GPS Change

If your BOL 1148

Trailers 678

Remarks Pre-

**Review last DVIR?**

Would you like to review your last DVIR?

Yes No

<< Back Submit Delete

Can use 16hr rule No ? 34hr Reset 34:00:00

Hours gained back from 70hr total after midnight 00:00:00

Off-duty S. Berth Driving On-duty Trip Info

Menu HOS 11:00 17:51

Check for recorded vehicle defects.  
If no defects, certify the DVIR entry.

(No Defects Listed)

2. Press **Certify**

Summary Adding trip information

**DVIR Record**

Certify

Reported by Mason - 10:39 03/19

Trailer(s) #: 345

<< Back

Delete

og

Review

The vehicle is in satisfactory condition

Certify

Menu HOS 11:00 17:54

# Final confirmation of DVIR

3. Press **Yes**

The screenshot displays a software interface for managing vehicle inspection records. A modal window titled "Vehicle safe to drive?" is centered on the screen, asking the user to certify the vehicle's safety. The background window, titled "DVIR Record", shows a record reported by "Mason" on "03/19" at "10:39". It includes a field for "Trailer(s) #: 34" and a "Certify" button. A green arrow points from the instruction "3. Press Yes" to the "Yes" button in the modal. The bottom of the screen features a status bar with a "Menu" button, a clock showing "11:00", a signal strength indicator, a battery level indicator, and a time display of "17:56".

Summary Adding trip information  
DVIR Record

Certify

Reported by Mason - 10:39 03/19

Trailer(s) #: 34

**Vehicle safe to drive?**

Do you certify the vehicle can be safely operated?

Yes No = 7

Review

The vehicle is in satisfactory condition

Certify

<< Back

Delete

log

Menu HOS 11:00 17:56

# Review & certify DVIR:

If defects were recorded, certify repairs first

4. Review the **Certify** and **Defects** tabs

5. Review the repairs and select **No repairs needed** or **Repairs Made**

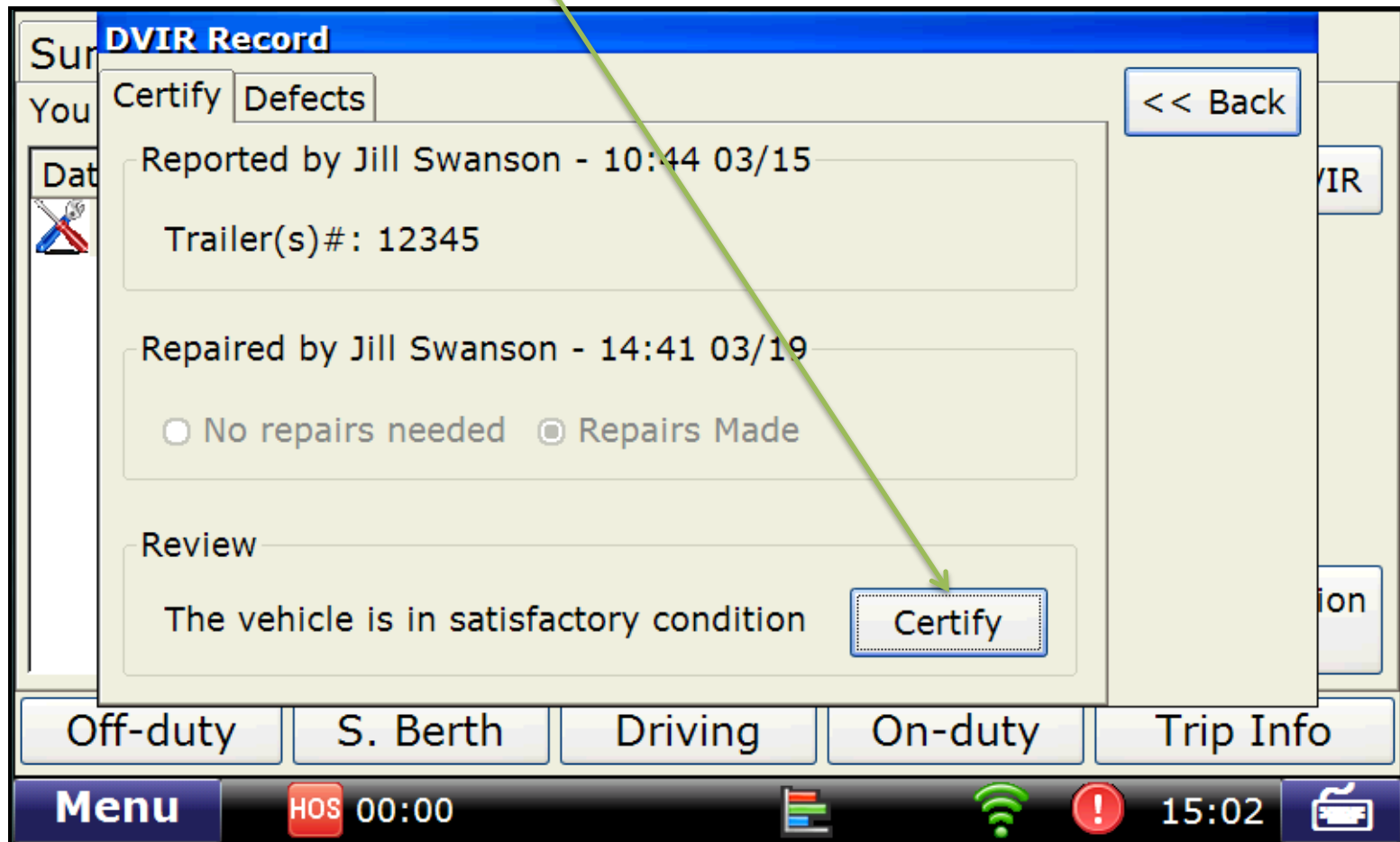
6. Press **Certify**

The screenshot shows a mobile application interface for a DVIR (Driver Vehicle Inspection Report) record. The form is titled "DVIR Record" and has two tabs: "Certify" and "Defects". The "Certify" tab is active. The form contains the following fields and buttons:

- Reported by:** Jill Swanson - 10:44 03/15
- Trailer(s) #:** 12345
- Repair:** Two radio buttons are present: ☐ No repairs needed and ☐ Repairs Made. A green arrow points from the instruction box to the "No repairs needed" option.
- Review:** A text field containing "The vehicle is in satisfactory condition". A green arrow points from the instruction box to the "Certify" button next to this field.
- Buttons:** There are two "Certify" buttons. One is located next to the "Repair" options, and the other is next to the "Review" text field. A green arrow points from the instruction box to the "Certify" button next to the "Repair" options.
- Navigation:** A "<< Back" button is located in the top right corner. A "Delete" button is located below the "Back" button.
- Footer:** The bottom of the screen features a navigation bar with buttons for "Off-duty", "S. Berth", "Driving", "On-duty", and "Trip Info". Below this is a status bar with a "Menu" button, a "HOS" indicator showing "10:59", a signal strength icon, a battery icon, a red exclamation mark icon, and a clock showing "13:27".

# Review & certify DVIR: Certify entire DVIR entry

7. Review the vehicle is safe to operate and press **Certify**



The screenshot shows a mobile application interface for a DVIR Record. The title bar is blue with the text "DVIR Record". Below the title bar, there are two tabs: "Certify" (selected) and "Defects". A green arrow points from the instruction text above to the "Certify" button. The form contains the following fields and controls:

- Reported by:** Jill Swanson - 10:44 03/15
- Trailer(s) #:** 12345
- Repaired by:** Jill Swanson - 14:41 03/19
- Repair Status:** ☐ No repairs needed ☒ Repairs Made
- Review:** The vehicle is in satisfactory condition
- Certify Button:** A button labeled "Certify" is located at the bottom right of the review section.

At the bottom of the screen, there is a navigation bar with the following elements:

- Buttons:** Off-duty, S. Berth, Driving, On-duty, Trip Info
- Footer:** Menu, HOS 00:00, a signal strength icon, a red exclamation mark icon, 15:02, and a printer icon.

# Review & certify DVIR

8. Press **Yes**

The screenshot shows a software interface for a DVIR (Driver Vehicle Inspection Report) record. A green callout box with the text "8. Press Yes" has an arrow pointing to the "Yes" button in a pop-up dialog. The background screen has a blue header "DVIR Record" and two tabs: "Certify" (selected) and "Defects". On the right is a "<< Back" button. The main form area contains the following fields: "Reported by Jill Swanson - 10:44 03/15", "Trailer(s) #: 12", "Repaired by Jill", and a radio button labeled "No repairs n". Below these is a "Review" section with the text "The vehicle is in satisfactory condition" and a "Certify" button. A pop-up dialog box is centered on the screen with a blue header "Reviewed maintenance/repairs?". It contains the question "Do you certify that all defects have been corrected, or are not necessary for operating the vehicle safely?" and two buttons: "Yes" and "No = 7". At the bottom of the screen is a navigation bar with buttons: "Off-duty", "S. Berth", "Driving", "On-duty", and "Trip Info". The very bottom status bar includes a "Menu" button, a red "HOS" indicator with "00:00", a printer icon, a Wi-Fi icon, a red exclamation mark icon, the time "15:11", and a battery icon.

**DVIR Record**

Certify Defects

<< Back

Reported by Jill Swanson - 10:44 03/15

Trailer(s) #: 12

Repaired by Jill

☐ No repairs n

**Reviewed maintenance/repairs?**

Do you certify that all defects have been corrected, or are not necessary for operating the vehicle safely?

Yes No = 7

Review

The vehicle is in satisfactory condition

Certify

Off-duty S. Berth Driving On-duty Trip Info

Menu HOS 00:00 15:11





## Section 2

# Review and certify logs from the previous day

# Certify your logs daily

1. Click on the **Logs** tab

2. Select the oldest log first that does NOT have a check mark next to it. Certify this log first.

Summary

Logs

DVIR

Options

Company

Mike\_Stephenson is 'On-duty'

Date	Miles	Off-duty	S.B.	Driving	On-duty
05/24	43.0	09:13:00	00:00:00	01:03:11	01:43:14
05/23	86.1	16:54:39	00:00:00	02:06:03	05:00:26
05/22	56.0	17:17:17	00:00:00	01:57:20	06:16:40
05/21	130.2	14:33:58	00:00:59	03:34:29	06:23:07
05/20	22.3	11:50:41	02:20:00	00:39:04	13:31:15
✓ 05/19	0.0	21:00:00	00:00:00	00:00:00	03:00:00
✓ 05/18	0.0	24:00:00	00:00:00	00:00:00	00:00:00
✓ 05/17	51.5	13:48:24	04:02:40	01:31:13	08:48:47

Off-duty

S. Berth

Driving

On-duty

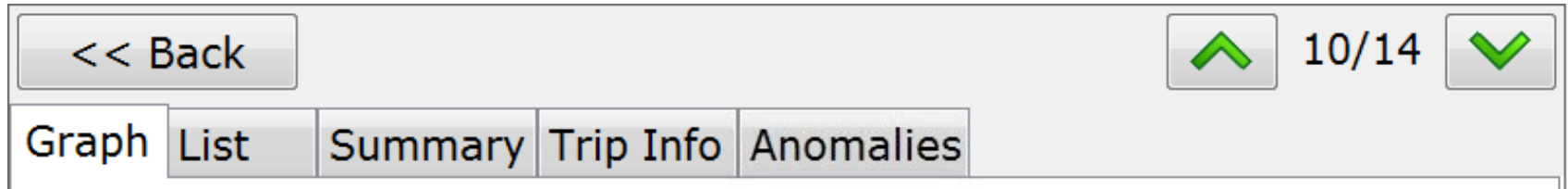
Trip Info

Menu

HOS 05:14

11:59

# Review log information before certifying



**Graph:** shows the line chart for that day

**List:** shows all the duty statuses recorded for that day

**Summary:** tells you how many hours you drove, were on duty, were off duty or were in the sleeper berth

**Trip Info:** shows the trailer(s), bill(s) of lading from that day

**Anomalies:** shows any sensor issues or if driving activity was recorded while you were not logged into the system

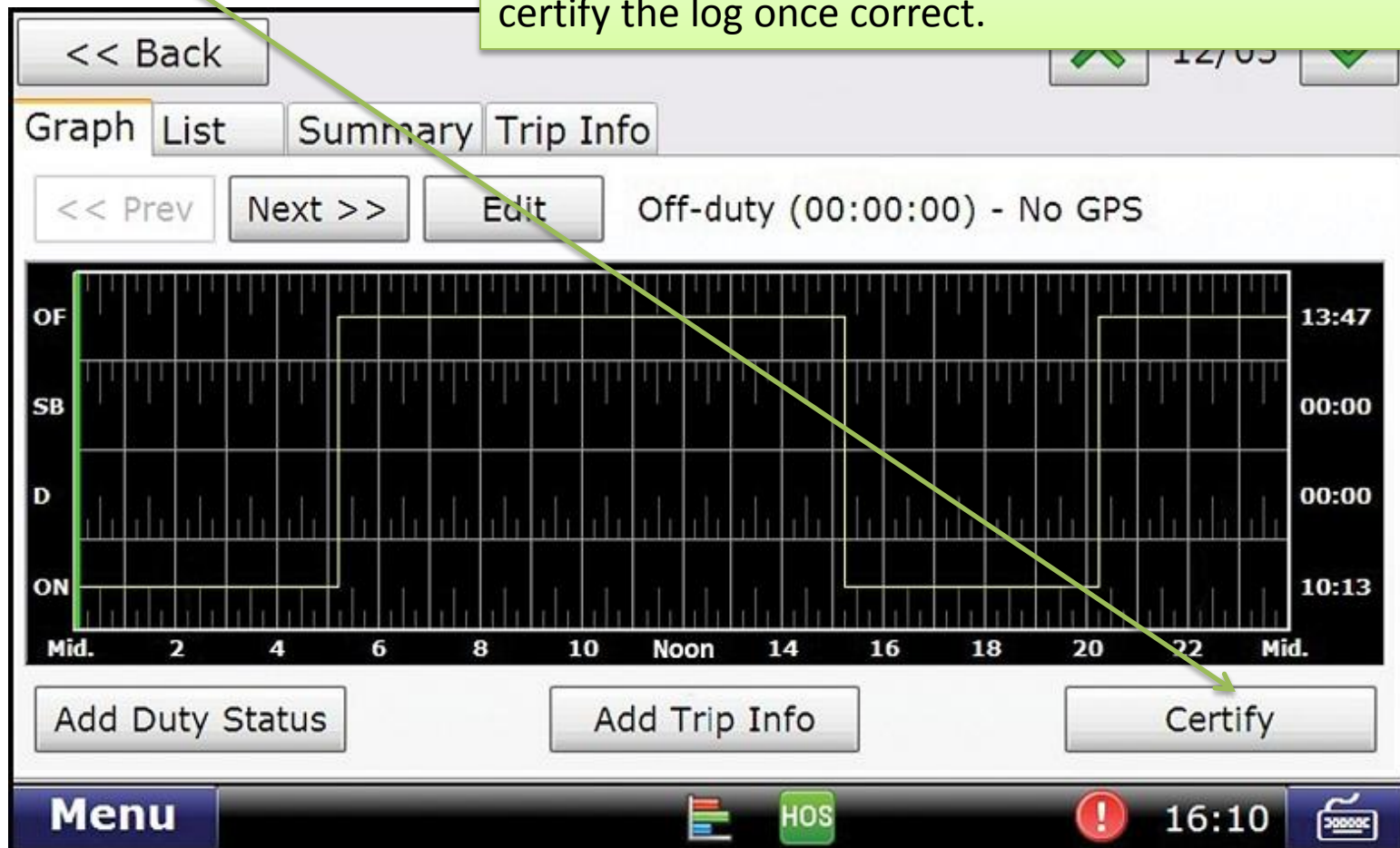
- Click the  or  arrows to see logs from other days

# Certify log

3. Once you review your log, if it is correct, press **Certify**

4. Press **Yes** if the log is correct.

Press **No** if log is incorrect. Go back and edit any incorrect duty statuses (see Section 5), then you can certify the log once correct.



# Certify log

- Follow this process for any other uncertified logs, from oldest to newest

Once all logs are certified (excluding the current day's log), you can start driving.



## Section 3

# Start driving

# You can now begin to drive!

- The system will automatically move your duty status to Driving.
- When you stop, the system will automatically put you in On Duty

The screenshot shows a software interface for managing duty status. At the top, there are tabs: Summary, Logs, DVIR, Options, and Company. Below the tabs, a header reads 'MStephenson is 'Trip info. (on-duty)''. A green message box states: 'If your logs are correct, you can drive for 08:00.' To the right of this message are buttons for 'Today's log' and 'More timers'. Below the message is a table of duty periods:

70hr	70:00:00	10Hr Reset	00:00:00
11hr	11:00:00	Split Reset	N/A
14hr	14:00:00	34hr Reset	182:00:53
8hr	08:00:00		

A tooltip titled '34 Hr info' is displayed over the 34hr Reset value, showing: 'Eligible to start next 34hr: 14:40 05/28' and 'Next 34hr will complete: 05:00 05/30'. At the bottom, there is a row of buttons: Off-duty, S. Berth, Driving, On-duty, and Trip Info. The 'Driving' button is highlighted with a red circle and a diagonal line through it, indicating it should not be pressed. Below this row is a status bar with a 'Menu' button, a green 'HOS' indicator showing '08:00', a clock showing '13:34', and a printer icon.

**Best Practice:**  
**DO NOT** hit the  
button for Driving  
or On Duty

**Let the system**  
**make those**  
**changes**



# How duty statuses work

## Detected Automatically

**Driving:** Detected automatically. The in-cab device will move you to Driving duty status after your vehicle travels between 0.2-3 miles. Your company sets this distance.

**On Duty:** Detected automatically. The in-cab device will move you to On Duty (not driving) status after your vehicle stops moving for 5 minutes.

## Driver Enters Manually

**Sleeper Berth:** Driver enters this manually.

**Off Duty:** Driver enters this manually.



## Section 4


# Take a 30-minute break

# Once you have been on duty for 8 hours, you must go off duty for 30 minutes

## 1. Press **Off Duty**

Summary

Logs

 DVIR

Options

Company

**Mike\_Stephenson is 'On-duty'**

You need to take a 30 minute break - do NOT drive!

Today's log

More timers

70hr	39:02:57	10Hr Reset	10:00:00
11hr	09:17:42	Split Reset	N/A
14hr	01:51:32	34hr Reset	86:36:31 ?
8hr	00:00:00	30min Reset	N/A

Off-duty

S. Berth


Driving

On-duty


Trip Info

Menu

HOS 00:00



14:23



# Once your 30-minute break has passed, you can go on duty or start driving again

2. Look at 30min Reset to confirm 30 minutes have passed (will read 00:00:00)

Summary Logs DVIR Options Company

**Mike\_Stephenson is 'Off-duty'**

If your logs are correct, you can drive for 05:55

Today's log

More timers

70hr	32:06:50	10Hr Reset	09:45:25
11hr	09:56:49	Split Reset	N/A
14hr	11:54:41	34hr Reset	41:41:40 ?
8hr	05:54:41	30min Reset	00:15:25

Off-duty S. Berth Driving On-duty Trip Info

Menu HOS 05:55 11:18



## Section 5

# What to do if you enter information incorrectly

# Edit a duty status

Your company can decide whether to allow drivers to edit their logs. Check with your company about their log editing policy.

If your company enables driver edits, you can correct an incorrect duty status if you entered it wrong the first time.

NOTE: Driving status cannot be edited!

Once you certify a log, any edits must be made through the Rand McNally Connect web portal by your company. Edits to certified logs cannot be made on the in-cab device.

*Skip to Section 5 (page 29) if the fleet manages all edits*

# Edit a duty status

1. Click on the **Logs** tab

2. Click the day you would like to edit

**Summary** **Logs** DVIR Options Company

**Mike\_Stephenson is 'On-duty'**

Date	Miles	Off-duty	S.B.	Driving	On-duty
05/24	43.0	09:13:00	00:00:00	01:03:11	01:43:14
05/23	86.1	16:54:39	00:00:00	02:06:03	05:00:26
05/22	56.0	17:17:17	00:00:00	01:57:20	06:16:40
05/21	130.3	14:33:58	00:00:59	03:34:29	06:23:07
05/20	22.3	11:50:41	02:20:00	00:39:04	13:31:15
✓ 05/19	0.0	21:00:00	00:00:00	00:00:00	03:00:00
✓ 05/18	0.0	24:00:00	00:00:00	00:00:00	00:00:00
✓ 05/17	51.5	13:48:24	04:02:40	01:31:13	08:48:47

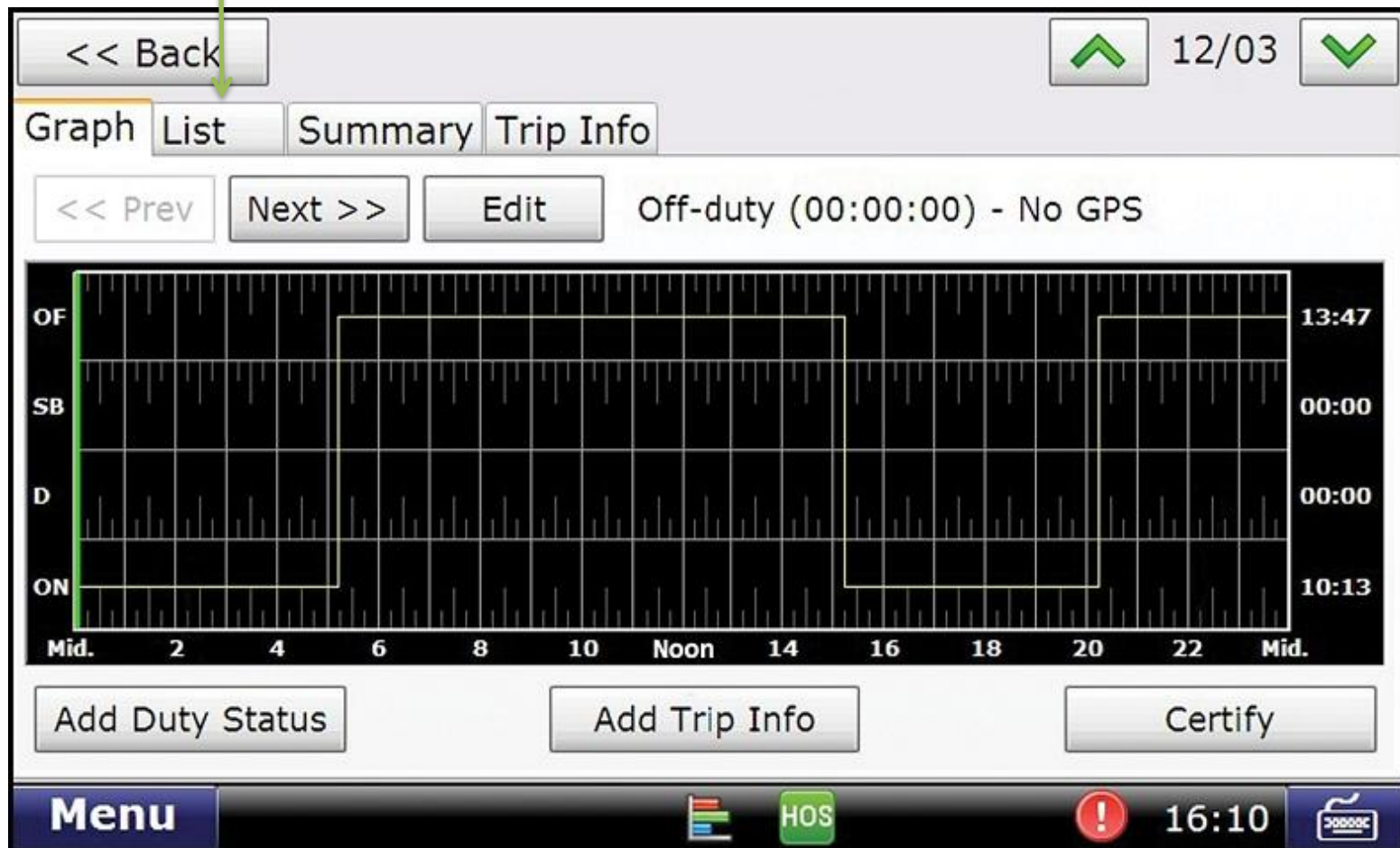
Off-duty S. Berth Driving On-duty Trip Info

**Menu** HOS 05:14 11:59



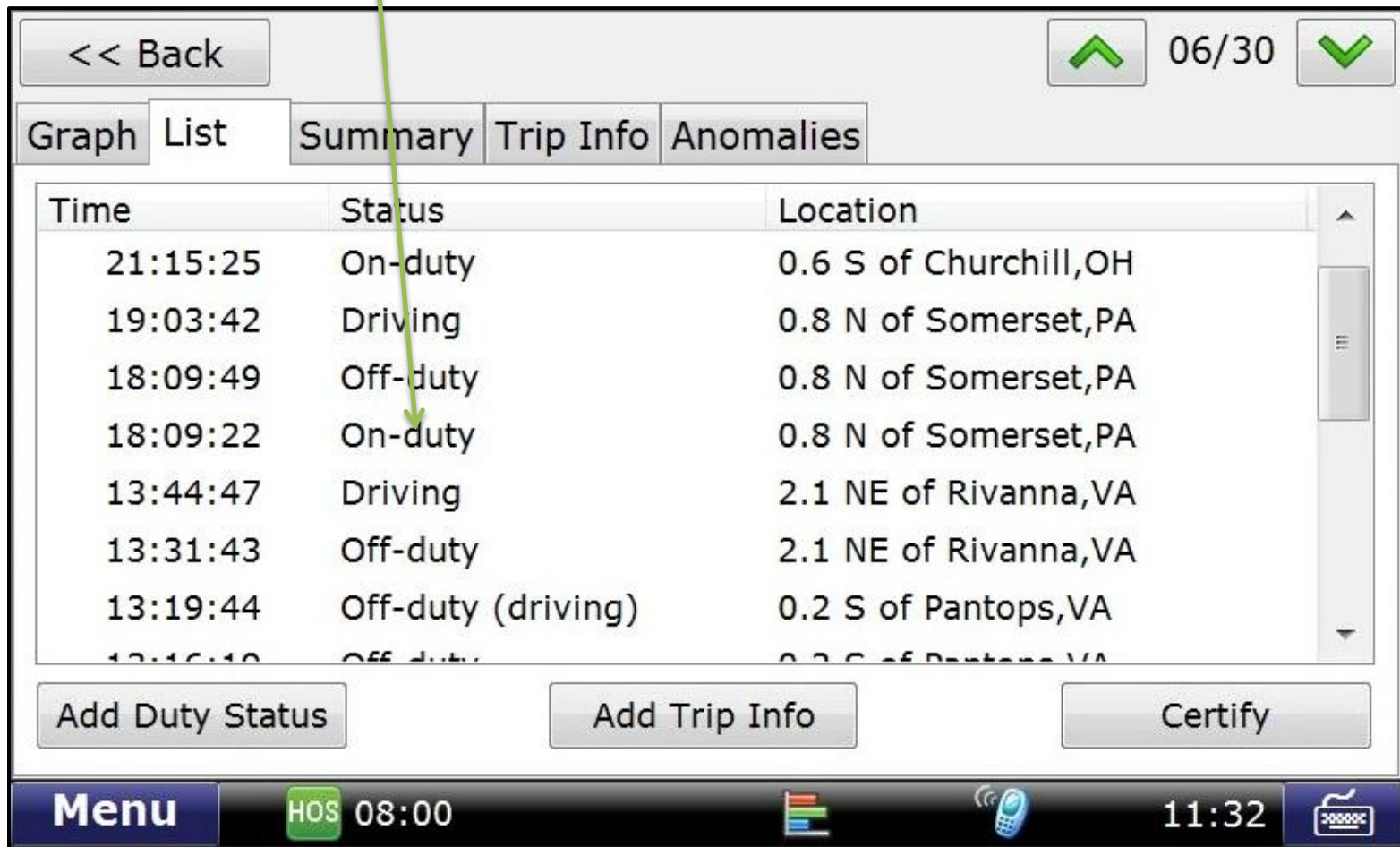
# Edit a duty status

3. Click on the **List** tab



# Edit a duty status

4. Click the duty status you want to edit



The screenshot shows a mobile application interface for editing duty status. At the top, there is a navigation bar with a "<< Back" button on the left, a green upward arrow icon, the date "06/30", and a green checkmark icon on the right. Below the navigation bar are five tabs: "Graph", "List", "Summary", "Trip Info", and "Anomalies". The "List" tab is currently selected. The main content area displays a table with three columns: "Time", "Status", and "Location". The table contains several rows of data. A green arrow points from a text box above to the "On-duty" status in the fourth row of the table. At the bottom of the table, there are three buttons: "Add Duty Status", "Add Trip Info", and "Certify". The bottom of the screen features a dark blue status bar with a "Menu" button, a green "HOS" button showing "08:00", a bar chart icon, a mobile phone icon, the time "11:32", and a printer icon.

Time	Status	Location
21:15:25	On-duty	0.6 S of Churchill,OH
19:03:42	Driving	0.8 N of Somerset,PA
18:09:49	Off-duty	0.8 N of Somerset,PA
18:09:22	On-duty	0.8 N of Somerset,PA
13:44:47	Driving	2.1 NE of Rivanna,VA
13:31:43	Off-duty	2.1 NE of Rivanna,VA
13:19:44	Off-duty (driving)	0.2 S of Pantops,VA
12:16:10	Off-duty	0.2 S of Pantops,VA

Click on the **Time** column heading and the data will toggle to show **Duration**, or how long you spent in each duty status

# Edit a duty status

5. Make the change you want (**Time, Location, Load, Trailers, Remarks & HOS Status**)

6. Press **Submit**

**Editing record of duty status** 15

08:04 03/15 HOS status Off-duty

Loc. No GPS

Starting odometer N/A Miles N/A

Remarks

<< Back Submit Delete

08:04:00 Off-duty No GPS

&	1	2	3	4	5	6	7	8	9	0	
@	Q	W	E	R	T	Y	U	I	O	P	
ABC	A	S	D	F	G	H	J	K	L	-	Enter
!@#	Z	X	C	V	B	N	M		,	.	



## Section 6

# Ending the trip

# Add a post-trip DVIR

1. Click on the **DVIR** tab

2. Press **Add DVIR**

Summary Logs  DVIR Options Company



You need to review DVIR record '09:13 05/24'

Date	Defect	Reported by
09:13 05/24	No defects	Mike_Stephenson
✓ 07:38 05/23	No defects	Mike_Stephenson
✓ 08:56 05/01	No defects	Mike_Stephenson
✓ 00:00 04/24	No defects	Mike_Stephenson
✓ 09:16 03/19	No defects	Mike_Stephenson

Add DVIR

Inspection List

Off-duty S. Berth Driving On-duty Trip Info

Menu HOS 05:20   11:53 

# Add a post-trip DVIR

3. Enter **Trailer #**

4. Press **Yes** if there are defects.  
Press **No** if there are none.

The screenshot displays a software interface for vehicle inspection. A central dialog box titled "Add DVIR" is overlaid on the main screen. The dialog box contains a "Trailer(s)" field with the value "1234" entered. Below this, it asks "Defects found during inspection?" with a time field set to "11:59" and a date field set to "03/15". At the bottom of the dialog are three buttons: "Yes", "No", and "Cancel". Green arrows point from the instructional text boxes to the "Trailer(s)" field and the "Yes" button. The background interface includes a "Summary" section with "You have un" and "Date 10:44 0". On the right side, there are buttons for "Add DVIR" and "Inspection List". The bottom of the screen features a navigation bar with buttons for "Off-duty", "S. Berth", "Driving", "On-duty", and "Trip Info". The very bottom status bar shows a "Menu" button, "HOS 11:00", a battery icon, a Wi-Fi icon, a red exclamation mark icon, the time "11:59", and a printer icon.

Summary  
You have un

Date  
10:44 0

**Add DVIR**

Trailer(s)  
1234

Defects found during inspection? 11:59 03/15

Yes No Cancel

Add DVIR

Inspection List

Off-duty S. Berth Driving On-duty Trip Info

Menu HOS 11:00 11:59



# Add a post-trip DVIR

5. If there is a defect, enter the **Location** (General Truck Condition, Truck Cab, etc.), the **Defect** and any **Remarks** about the defect.

6. Press **Add**

The screenshot displays a software interface for adding a post-trip DVIR. A dialog box titled "Add defect" is open, allowing the user to enter defect information. The "Location" dropdown menu is set to "General Truck Condition". The "Defect" and "Remarks" fields are currently empty. The "Add" button is visible, and the "<< Back" button is also present. The background shows a "Summary" screen with a list of dates and times, and a bottom navigation bar with buttons for "Off-duty", "S. Berth", "Driving", "On-duty", and "Trip Info".

Date	Time	Status	Location	Defect	Remarks
17:2					
15:2					
17:2					
17:2					
17:2					

Buttons: Add, << Back, Inspection List, Off-duty, S. Berth, Driving, On-duty, Trip Info, Menu

Bottom bar: 11:44



## Add a post-trip DVIR

- If there are more than one defect, repeat steps 5 and 6 for any other defects.

# Go Off Duty

1. Press **Off-duty** or **Sleeper Berth**

Summary

Logs

 DVIR

Options

Company

**Mike\_Stephenson is 'Trip info. (on-duty)'**

If your logs are correct, you can drive for 11:00.

Today's log

Remaining 70hr	67:32:41	70hr total	02:27:19
Remaining driving	11:00:00	10hr Reset	10:00:00
Remaining on-duty	11:32:41	Split Reset	10:00:00
Can use 16hr rule	No	34hr Reset	34:00:00
Hours gained back from 70hr total after midnight			00:00:00

Off-duty

S. Berth

Driving

On-duty

Trip Info

Menu



HOS



13:31



# Record Off Duty or Sleeper Berth status

2. Press **Submit**

Summ **Adding record of duty status**

18:09 03/19 HOS status Sleeper berth

If your Loc. Chicago, IL Change

Starting odometer 595,987 Miles

Remarks

<< Back Submit Delete

day's log

Remain  
Remain  
Remain

&	1	2	3	4	5	6	7	8	9	0	⌫
@	Q	W	E	R	T	Y	U	I	O	P	↑
ABC	A	S	D	F	G	H	J	K	L	-	Enter
!@#	Z	X	C	V	B	N	M	,	.		📄

# Log out of system

1. Press **Logoff**





## Section 7

# Using Personal Conveyance

# Using Personal Conveyance

Personal Conveyance is used when your tractor is empty and you are using your vehicle for personal use.

NOTE: Before you go in Personal Conveyance mode, you must be in Off Duty status.

The screenshot displays a software interface for managing vehicle logs. At the top, there are tabs for 'Summary', 'Logs', 'DVIR', 'Options', and 'Company'. The 'Summary' tab is active, showing the text 'MStephenson is 'Trip info. (on-duty)''. Below this, a green message states 'If your logs are correct, you can drive for 08:00.' To the right of this message are buttons for 'Today's log' and 'More timers'. The main area contains a table of time tracking data:

Category	Time	Reset Type	Value
70hr	70:00:00	10Hr Reset	00:00:00
11hr	11:00:00	Split Reset	N/A
14hr	14:00:00	34hr Reset	182:00:53
8hr	08:00:00		

A tooltip for the 34hr Reset value provides additional information: '34 Hr info', 'Eligible to start next 34hr: 14:40 05/28', and 'Next 34hr will complete: 05:00 05/30'. At the bottom, there is a row of buttons: 'Off-duty', 'S. Berth', 'Driving', 'On-duty', and 'Trip Info'. The 'Off-duty' button is circled in green. The bottom status bar includes a 'Menu' button, a 'HOS' indicator with '08:00', a signal strength icon, the time '13:34', and a battery level icon.

# Using Personal Conveyance

1. Click on the **Options** tab

2. Press **Change Mode**

3. Press **Personal Conveyance**

Summary Logs DVIR Options Company

Request Logs Send Logs Change Trucks

Fax/Email Logs View Violations Change Mode

Request Last DV **Choose HOS mode**

<< Back Normal

Roadside audit

Personal conveyance

Off-duty S. Berth Driving On-duty Trip Info

Menu HOS 11:00 12:05



# Using Personal Conveyance

(Discontinue Personal Conveyance mode)

1. Click on the **Options** tab

2. Press **Change Mode**

3. Press **Normal**

Summary Logs DVIR Options Company

Request Logs Send Logs Change Trucks

Fax/Email Logs View Violations Change Mode

Request Last DV **Choose HOS mode**

<< Back Normal

Roadside audit

Personal conveyance

Off-duty S. Berth Driving On-duty Trip Info

Menu HOS 11:00 12:05





## Section 8

# What to do when inspected

# Showing your logs to inspector

When you are inspected, you can show your logs to inspector in three ways:

1. Directly on the in-cab device screen
2. Email them to inspector
3. Fax them to inspector

NOTE: Before you show your logs to inspector, you **MUST** certify all logs (except for the current day's log)

# Showing your logs to inspector

(Before inspector views your logs)

1. Click on the **Options** tab

2. Press **Change Mode**

3. Press **Roadside audit**

The screenshot shows a software interface for managing logs. At the top, there are five tabs: 'Summary', 'Logs', 'DVIR' (with a yellow warning icon), 'Options', and 'Company'. Below the tabs is a grid of buttons: 'Request Logs', 'Send Logs', 'Change Trucks', 'Fax/Email Logs', 'View Violations', and 'Change Mode'. A modal window titled 'Choose HOS mode' is open, showing a '<< Back' button and three mode options: 'Normal', 'Roadside audit', and 'Personal conveyance'. At the bottom of the screen is a navigation bar with buttons for 'Off-duty', 'S. Berth', 'Driving', 'On-duty', and 'Trip Info'. The very bottom status bar includes a 'Menu' button, a green 'HOS' indicator with '11:00', a calendar icon, a Wi-Fi signal icon, a red exclamation mark icon, the time '12:05', and a printer icon. Three green arrows point from the instructions above to the interface: the first points to the 'Options' tab, the second points to the 'Change Mode' button, and the third points to the 'Roadside audit' option in the modal window.

Summary	Logs	! DVIR	Options	Company
Request Logs	Send Logs	Change Trucks		
Fax/Email Logs	View Violations	Change Mode		

Request Last DV

**Choose HOS mode**

<< Back

Normal

Roadside audit

Personal conveyance

Off-duty

S. Berth

Driving

On-duty

Trip Info

Menu

HOS 11:00

Calendar

Wi-Fi

! Alert

12:05

Printer

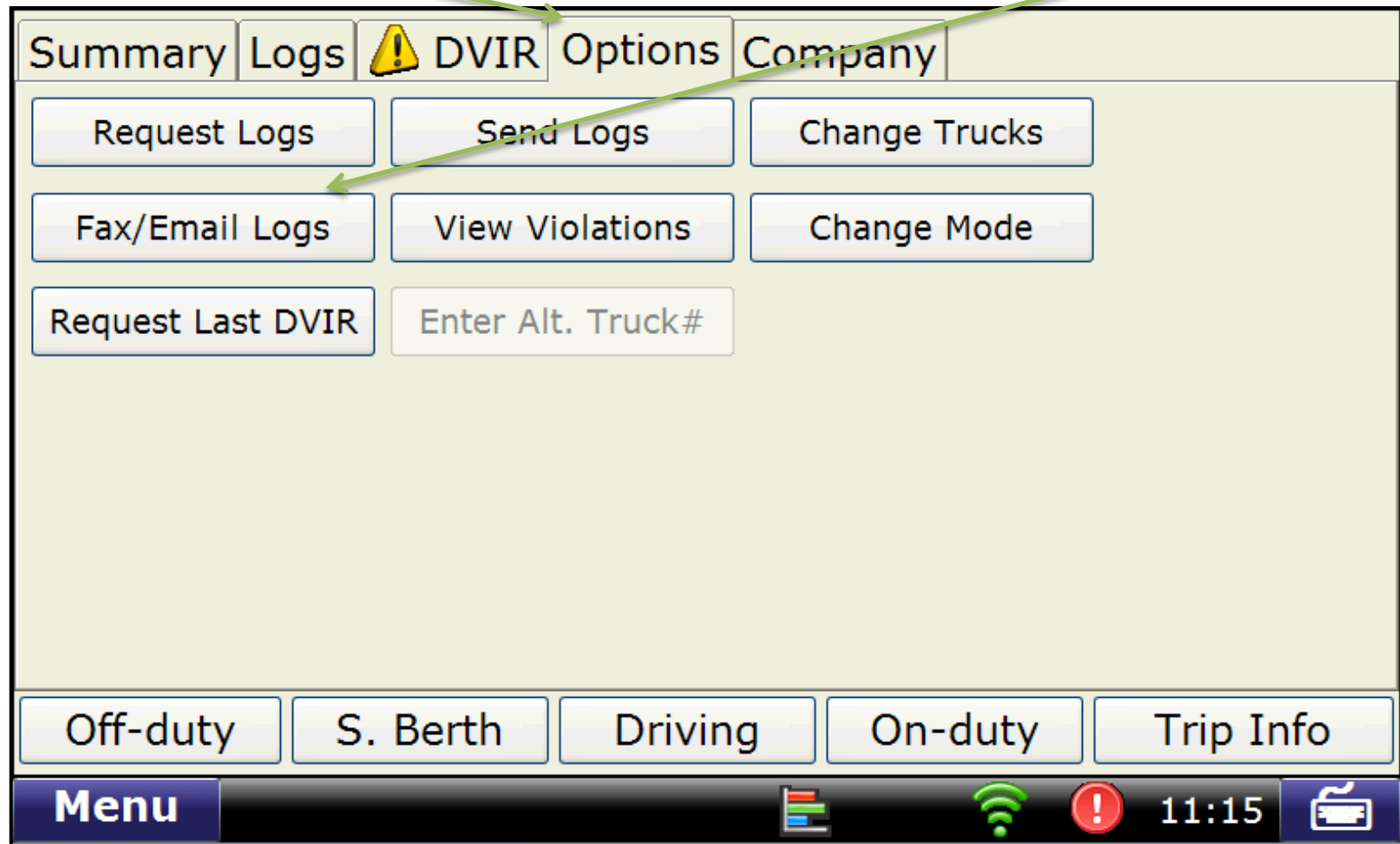
# Faxing or emailing logs to inspector

NOTE: Before you email or fax your logs to the inspector, you **MUST** be in Roadside Audit Mode

# Faxing or emailing logs to inspector

1. Click on the **Options** tab

2. Press **Fax/Email Logs**



# Faxing or emailing logs to inspector

3. Select **Email or Fax**

4. Enter **Email or Fax #**

5. Press **SEND**

Summary Logs DVIR Options Company

Request **Send HOS logs to fax/email**

866-951-1151

Fax/Em ☐ Email ☒ Fax

<< Back SEND

Request Last DVIR Enter Alt. Truck#

&	1	2	3	4	5	6	7	8	9	0	
@	Q	W	E	R	T	Y	U	I	O	P	
ABC	A	S	D	F	G	H	J	K	L	-	Enter
!@#	Z	X	C	V	B	N	M		,	.	

# Faxing or emailing logs to inspector

NOTE: Be sure to enter the email or fax correctly, as you will have to wait 10 minutes to email or fax your logs again.

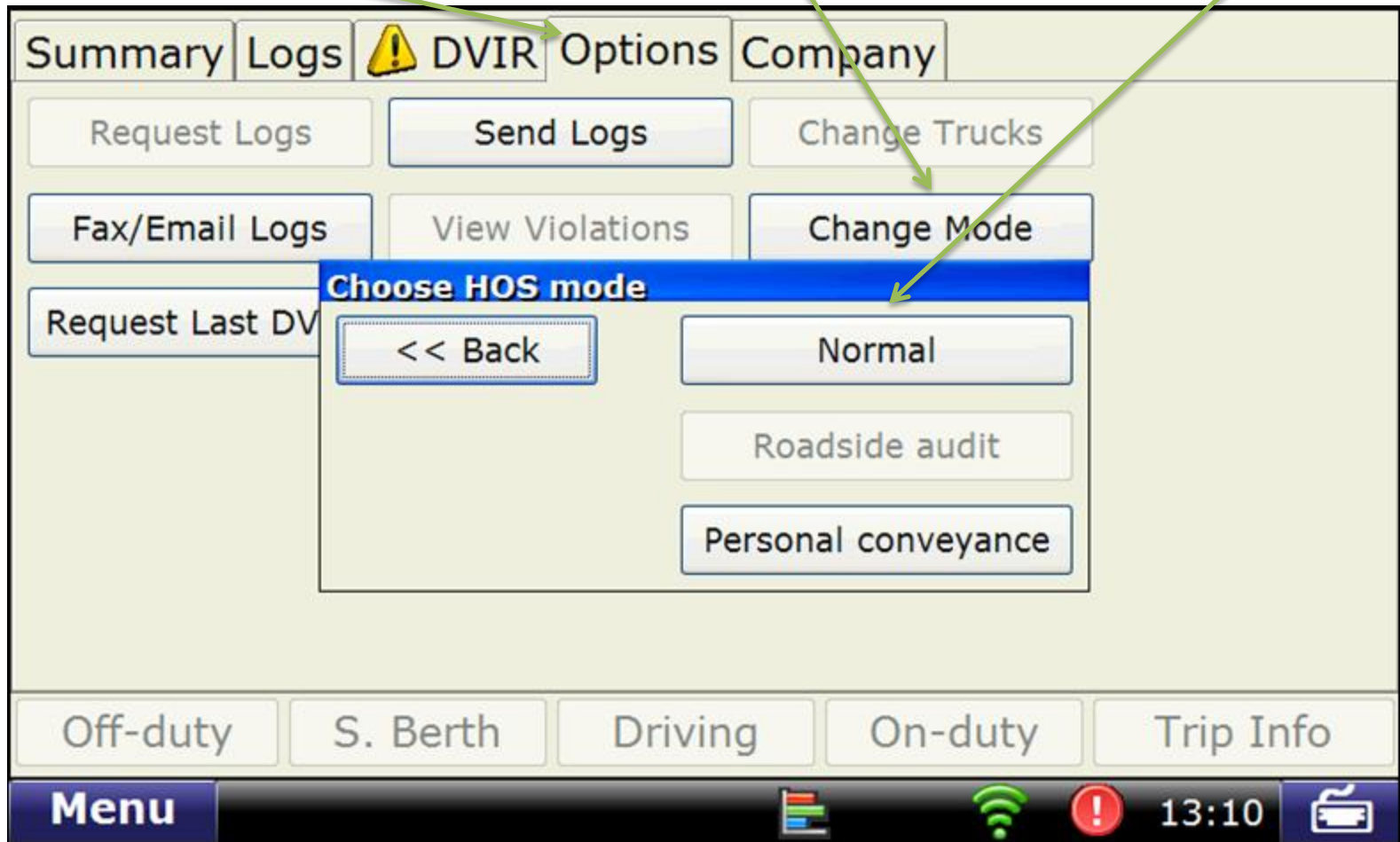
# Showing your logs to inspector

(After inspection is done)

1. Click on the **Options** tab

2. Press **Change Mode**

3. Press **Normal**





# Showing your logs to inspector

(After inspection is done)

4. Enter your **Driver ID**

5. Press **Unlock**

The screenshot displays a software interface for vehicle inspection. At the top, there are tabs: Summary, Logs, DVIR (with a warning icon), Options, and Company. On the left side, there are buttons for 'Request Logs', 'Fax/Email Logs', and 'Request Last DV'. The main area shows a dialog box titled 'Exit audit mode?' with the text 'To exit roadside audit mode enter your driver ID/logon:'. The input field contains 'JSMITH'. Below the input field are two buttons: '<< Back' and 'Unlock'. A 'Roadside audit' button is located below the dialog. At the bottom of the screen is a numeric keypad with letters and symbols. Two green arrows point from the numbered instructions to the input field and the 'Unlock' button.

Summary	Logs	! DVIR	Options	Company
Request Logs				
Fax/Email Logs				
Request Last DV				
Exit audit mode?				
To exit roadside audit mode enter your driver ID/logon: JSMITH				
<< Back		Unlock		
Roadside audit				

&	1	2	3	4	5	6	7	8	9	0	⌫
@	Q	W	E	R	T	Y	U	I	O	P	↑
ABC	A	S	D	F	G	H	J	K	L	-	Enter
!@#	Z	X	C	V	B	N	M		,	.	☞