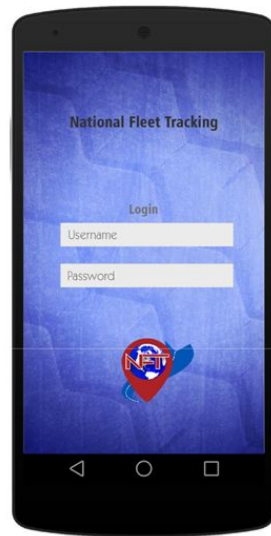




# Getting Started with ELog-Pro



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**Important:** Per FMCSA rules, this guide must be kept in the vehicle at all times.



855 438 4771



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Before You Start Driving

# Logging Into ELog-Pro App

Launch App. Login screen will appear. Every driver must be setup on the server by an administrator. If you do not have login credentials, please contact your dispatch to acquire them. If they do not know, they may contact our support team and we'll be glad to help!

## Single Driver

On the login screen, enter your Driver ID, and then your Password. Then press login. If you enter the credentials correctly, you'll be taken to the eLogPro Dashboard.

## Team Driver

To sign in as a team, you'll need to switch Team Driver to "ON" by tapping the "OFF" button. Once you've turned it on, log into Driver 1 using their credentials, and then it will allow Driver 2 to sign in with their credentials. Once the team has logged in, you will be taken to the eLogPro Dashboard.

# Support Personnel



If you are a part of a carrier's support personnel you will need to be setup in Fleet Track Pro as such. All support personnel, i.e. exempt drivers, mechanics, etc. must have a username and password.



Use ELog-Pro On The Road

# Using The Dashboard

The Dashboard is the “Home” of this application.

- Confirm your name and Driver's License
- See your current Duty Status
- Send your logs
- View Logs
- See Daily Drive time remaining
- See Daily Duty time remaining
- See Weekly Duty time remaining
- See Hours of Service
- Do your DVIR
- View Messages from Dispatch
- Change App Settings



# Additional Information

The driver is required to enter additional information into the ELD. This information entered by clicking on the settings button on the Dashboard.

This information includes:

- Trailer Number(s)
- Manifest Numbers(s)
- Vehicle Number

To enter the information just click on the field and enter the data in the pop up screen. Then press OK

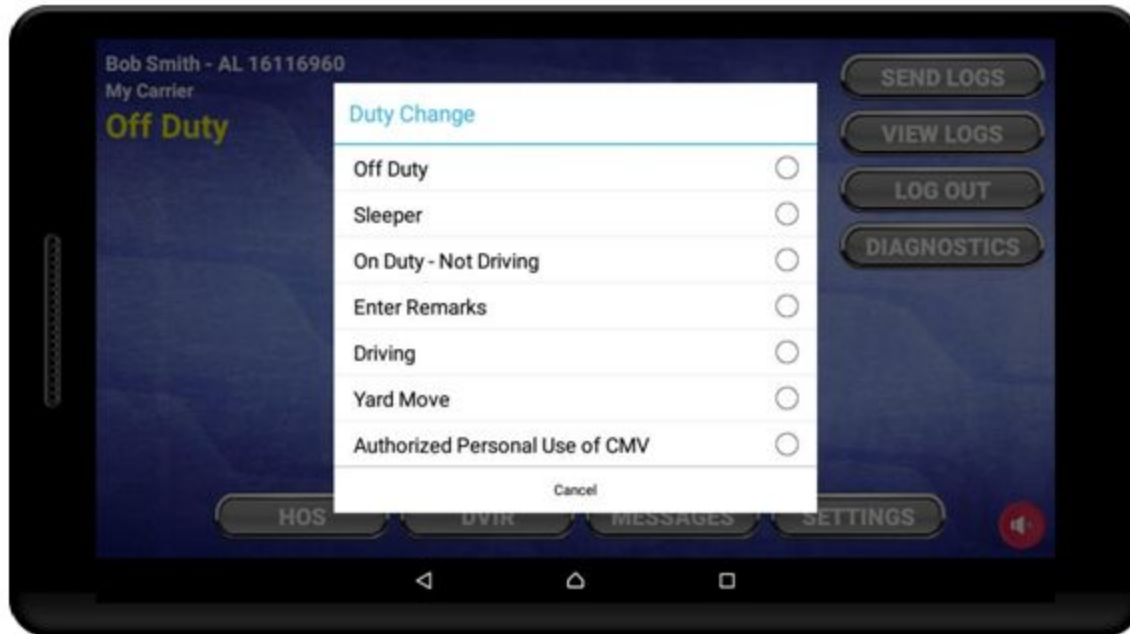
The screenshot shows a mobile application interface for 'Trailer 3'. It features three main sections with blue headers: 'Company Information', 'Manifest Information', and 'DOT Rules'. Under 'Company Information', there are fields for 'Carrier' (with a value '800 588 Big Bend Trail Glen Rose, TX 76043'), 'Main Office Address', and 'Terminal Address' (with a value '1601 Texas Drive Glen Rose, TX 76043'). The 'Manifest Information' section has a 'Manifest Number' field. The 'DOT Rules' section has a 'United States' field with the instruction 'Select the country where you drive.' The bottom of the screen shows standard Android navigation icons.

The screenshot shows the 'Vehicle Information' section of the ELD settings. It includes fields for 'DOT Number', 'Vehicle Identification Number (VIN)', 'Truck Number', 'Trailer 1', 'Trailer 2', and 'Trailer 3'. A pop-up dialog box titled 'Enter Trailer 1 Identification' is overlaid on the screen, containing a text input field with the value '3476129' and 'OK' and 'Cancel' buttons. The 'Company Information' section is visible at the bottom of the screen. The bottom of the screen shows standard Android navigation icons.

is



# Changing Duty Status (RODS)



Click on the “HOS” button to change your duty status. Tap on the correct duty status, or if you tapped the “HOS” button by accident, tap the Cancel Button.

When the driver exceeds 5 MPH, the duty status will automatically change to Driving. If you stop for 5 minutes, the ELD will prompt the driver if they would like to change their status, if there is no response after 1 minute then it will automatically put the driver into ON duty status. While in motion, you will not be able to access your logs or any other part of the app.

# Personal Conveyance - Yard Moves

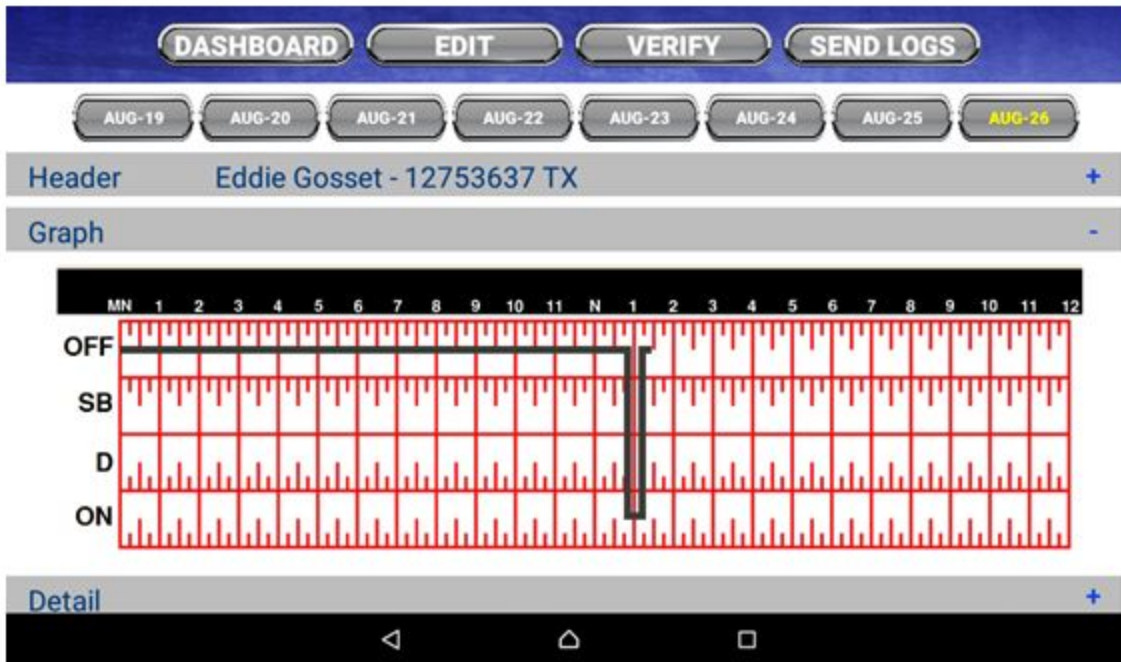


If the company allows Personal Conveyance, the driver will be able to choose “Authorized Personal Use of CMV” from the Duty Change screen.

If the company allows Yard Moves, the driver will be able to choose “Yard Moves” from the Duty Change screen.

If your company has not enabled this for your account you will not have the options shown.

# Viewing Your Logs



At any point the vehicle is not in motion you may view your last 7 days and current RODS. From this same screen, you can edit, verify, or send your logs.

Your RODS are separated into several sections that will be discussed on the following pages.

The sections are:

- Header
- Graph
- Detail
- Unassigned
- Certified

# View Logs - Header

Record Date	USDOT #	DL #	DL State	ELD ID	Trailer ID
2015-08-26	123456	12753637	TX	ELP001	32489
Time Zone	Driver Name	Co Driver Name	ELD MFG	Shipping ID	Diag Ind
0	Eddie Gosset		NFT	246789	NONE
24 Period Start	Driver ID	Co Driver ID	Unidentified Driver	ELD Malfunctions	
Midnight	2491		NONE	NONE	
Odometer Start	Odometer End	Miles Today	Tractor VIN	Exempt Driver	
87412	87475	63	1M8GDM9AXKP042000	NO	
Eng Hours Start	Engine Hours End	Current Location	Display Date	Carrier	
1708.2	1709.5	Glen Rose, TX	2015-08-26	Super Truck	

To access the header section click on the "plus" sign in the bar labeled Header.

This section contains information such as:

- Record Date
- Driver's License Number and State
- Home Time Zone
- Tractor VIN
- Start & End Odometer Readings
- Start & End Engine Hours
- Miles Today
- As well as other information

# View Logs - Detail

Time	Location	Odometer	Eng Hours	Event Type	Origin	Status
12:54	Glen Rose, TX	87412	1708.2	Off Duty	Driver	Active
13:16	Glen Rose, TX	87412	1708.3	Driving	Auto	Active
13:25	Glen Rose, TX	87475	1709.5	Off Duty	Driver	Active

The Detail section of your logs will include all duty status changes made by the driver as well as statuses created by the ELD. Each record will display the following information:

- Time
- Location
- Odometer
- Engine Hours
- Event Type

Duty Status, Login or Logout, Engine Start/Stop, Etc

- Origin
- Status

Driver, Automatic  
Active, Inactive - Changed

# View Logs - Unassigned

The screenshot displays a mobile application interface for viewing logs. At the top, there is a blue navigation bar with four buttons: 'DASHBOARD', 'EDIT', 'VERIFY', and 'SEND LOGS'. Below this is a date navigation bar with buttons for each day from 'AUG-19' to 'AUG-26', with 'AUG-26' highlighted in yellow. The main content area is divided into sections: 'Header' showing 'Eddie Gosset - 12753637 TX', 'Graph', 'Detail', and 'Unassigned'. The 'Unassigned' section is expanded to show a table with columns for 'Time', 'Location', 'Odometer', 'Eng Hours', 'Event Type', and 'Origin'.

The Unassigned section will show any "Unassigned Drive Time" records for the current period. Unassigned Drive Time is time the ELD detected the vehicle driving with no logged in driver.

Note: If you begin to drive the vehicle and are not logged into the ELD it will alarm and notify you to stop and log in. Once you stop and log in you will be able to assume the unassigned drive time record that was created.

# View Logs - Certified

DASHBOARD EDIT VERIFY SEND LOGS

AUG-19 AUG-20 AUG-21 AUG-22 AUG-23 AUG-24 AUG-25 **AUG-26**

Header Eddie Gosset - 12753637 TX +

Graph +

Detail +

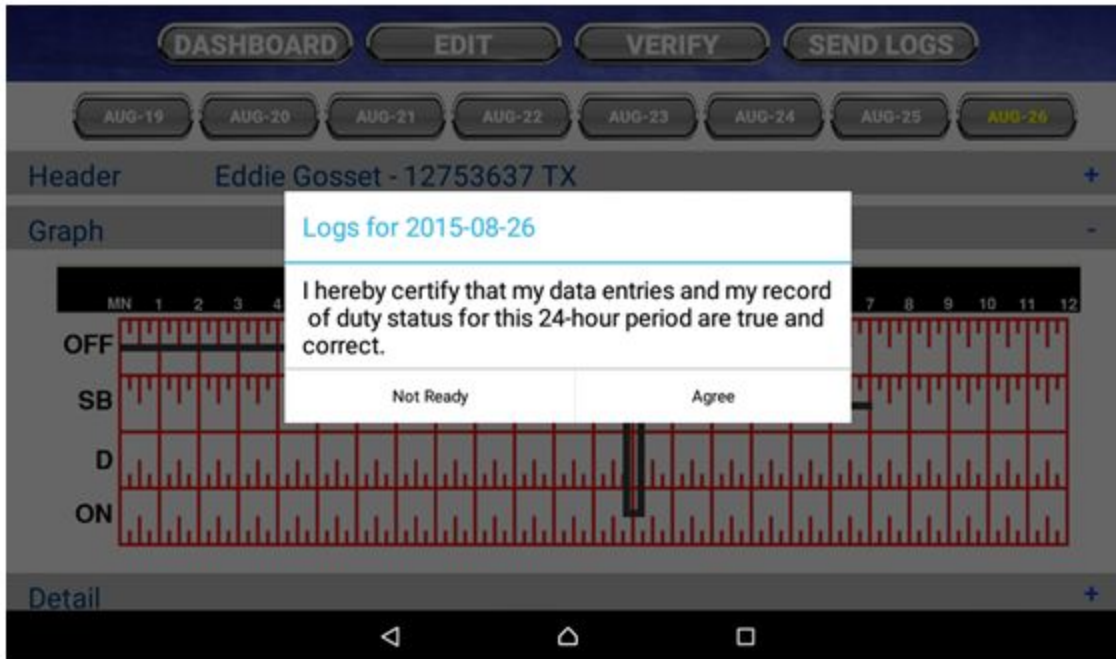
Unassigned +

Certified -

Time	Location	Odometer	Eng Hours	Event Type	Origin	Status
12:54	Glen Rose, TX	87412	1708.2	Certification	Driver	Active

This section will show the date/time that you certified or recertified the current period as true and correct. If you have to make changes to certified logs you can but will be required to recertify them.

# Certify Logs



To certify your logs, click on the day you want to certify. Once you have checked the logs and insured they are accurate click on the "Verify" button at the top of the screen. Read the statement and click on Agree.



# Editing Logs



To edit logs click on the period you wish to edit and then click on the "Edit" button at the top of the screen. Click on the record you wish to edit and then fill out the form that pops up. Then click on "Save Changes".



If you need to insert a record (e.g. You forgot to change your status to Sleeper the night before.) click on the "Insert" button and fill in the form that pops up. Then click on "Save Changes".

# Send Logs -DOT Inspection

When you have to have a DOT Roadside Inspection, there are a few options.

Click on View Logs and show the officer the logs on the screen. This would be done in the same way that you view your logs.

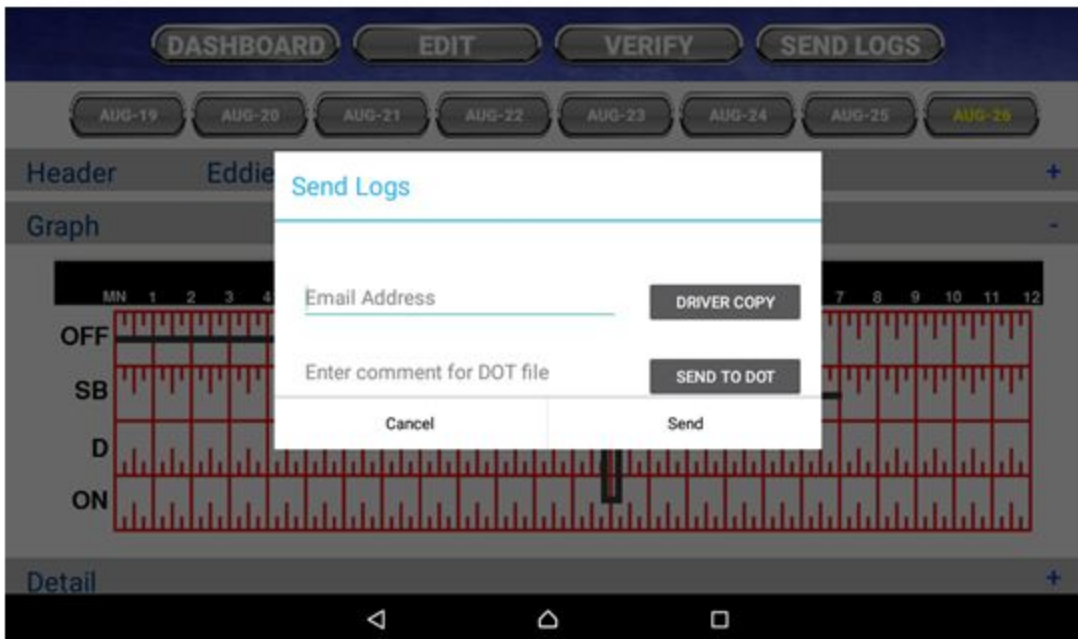
If the officer would like you to transfer the logs to him electronically follow these instructions.

## Bluetooth

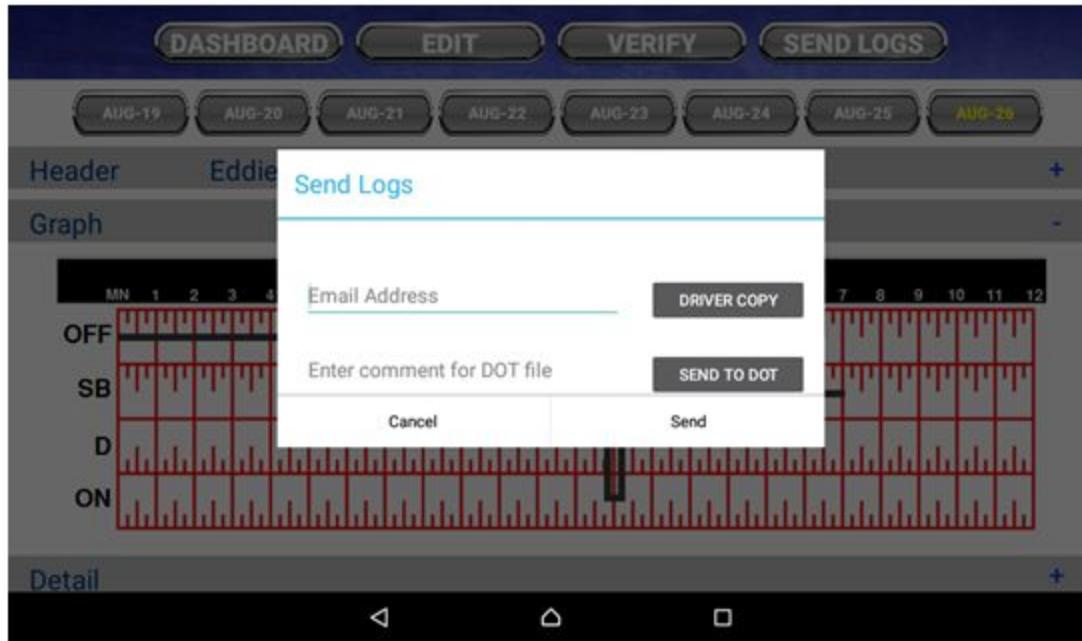
1. Click on the Send Logs Button
2. Enter a comment (if requested by the inspecting officer).
3. Click the "SEND TO DOT" button.
4. Choose Bluetooth
5. A list of available Bluetooth devices will pop up. Choose the officer's device and click on submit.

## USB

1. Connect the USB drive using the included OTG cable
2. Click on the Send Logs Button
3. Enter a comment (if requested by the inspecting officer).
4. Click the "SEND TO DOT" button.
5. Choose USB
6. A list of available drives will pop up . Choose the USB drive and click on submit.



# Send Logs - Driver Copy



If you would like to have a copy of your logs independent of your Carrier's copies you can send the logs to yourself.

To do so click on the "Send Logs" button and enter your email address in the space provided and then click on "Driver Copy". Your logs will be emailed to you as a PDF file.

# DVIR

VIEW INSPECTION

> Inside - Start Engine

▼ Outside - Front

Headlights **Pass**

Clearance Lights - OF **Pass**


Identification Lights - OF **Pass**

Turn signals - OF **Pass**

Tires and Wheels - OF **Pass**

> Outside - Left

SEND INSPECTION

 **Daily Inspection Report**

Date: 2015-08-26  
Driver: Eddie Gosset  
Vehicle: 1M8GDM9AXP042000

**Inside - Start Engine**

- PASS Parking Brake (Apply)
- PASS Oil Pressure Gauge
- PASS Air Pressure Gauge
- PASS Instrument Panel
- PASS Horn
- PASS Windshield Wiper/washer
- PASS Heater / Defroster
- PASS Mirrors
- PASS Steering Wheel Play
- PASS Apply Trailer Brakes
- PASS Turn On All Lights
- PASS Fire Extinguisher

Select the DVIR button to do your pre trip or post trip.

Every vehicle inspection report is defaulted to pass. If you need to fail an item simply select which category it fits under, enter notes, and record failure or repair.

Once your pre trip or post trip is complete, simply click the "View Inspection" button, verify everything is correct and then press the "Send Inspection" button.