TRACKEASE

TRACKEASE
USER MANUAL GUIDE



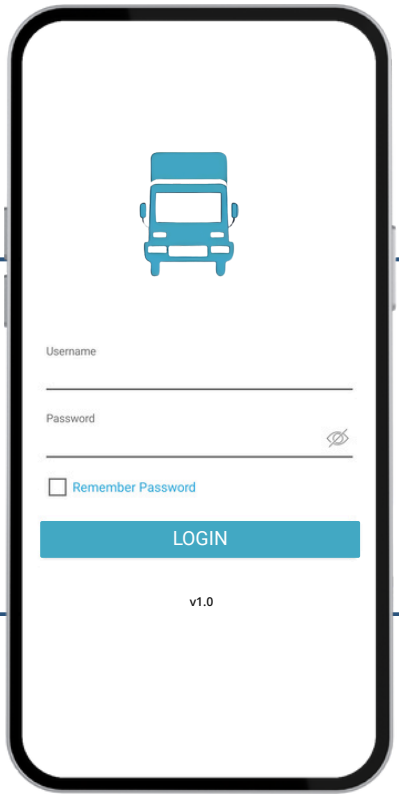
MAIN FEATURES

Complete Guide to Using the Trackease ELD System

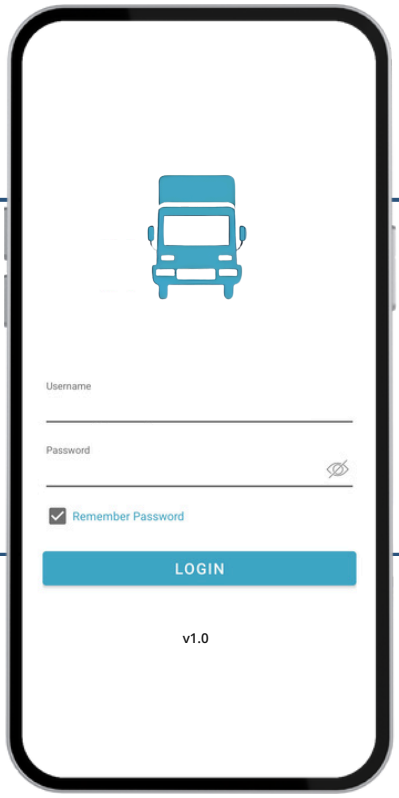
- Login
- ELD Connection
- Shipping
- DVIR
- Driving with ELD
- Change Equipmet
- Duty status
- Logs Dashboard
- Certification
- Roadside Inspection
- Transfer logs to FMCSA
- Co-Driver login
- Personal use
- Yard move
- Data Diagnostic
- Malfunctions Event

Login

- Enter your registered email address in the Username field.
- Fill in your password.

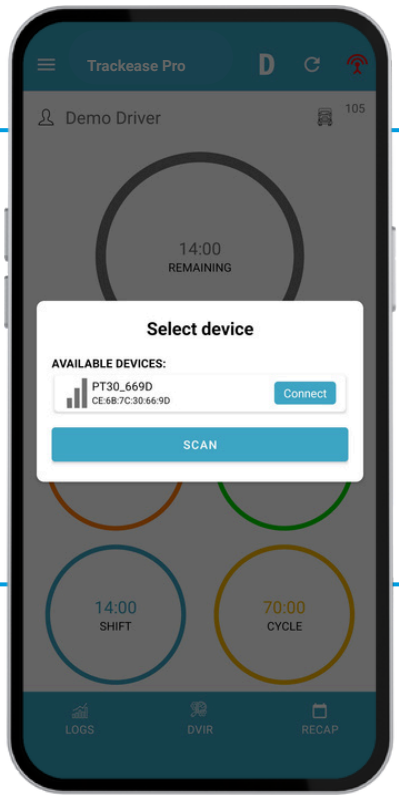


- To save your login details for future use, enable the Remember Password option.
- Click login.



ELD Connection

- Tap the red Connect signal button located in the top-right corner.
- Tap the Scan button if no device appears.
- Click on the device name to establish a connection.

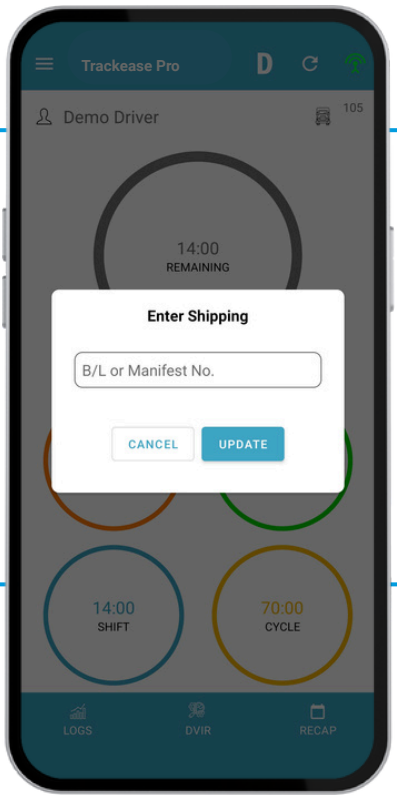


- The app will connect to the ELD, and the signal button will turn green.
- Make sure the device is connected in the app before departure.

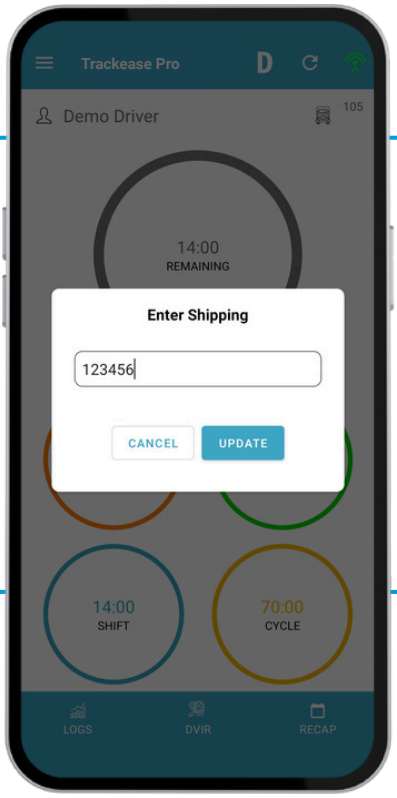


Shipping document

- Open the app menu and tap on Shipping.

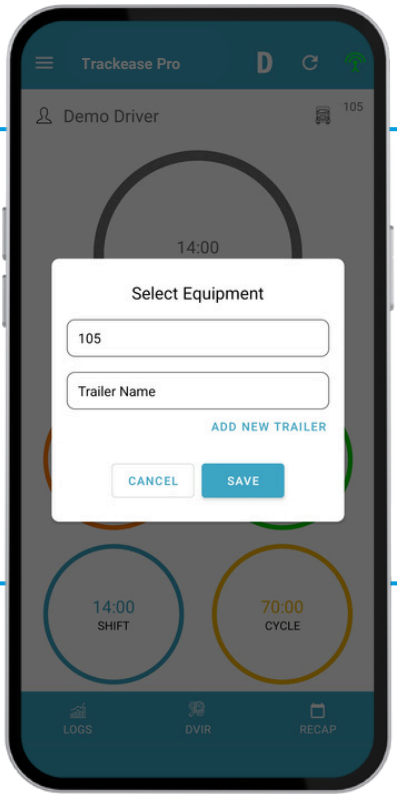


- Enter all required shipping details, then tap Save to continue.

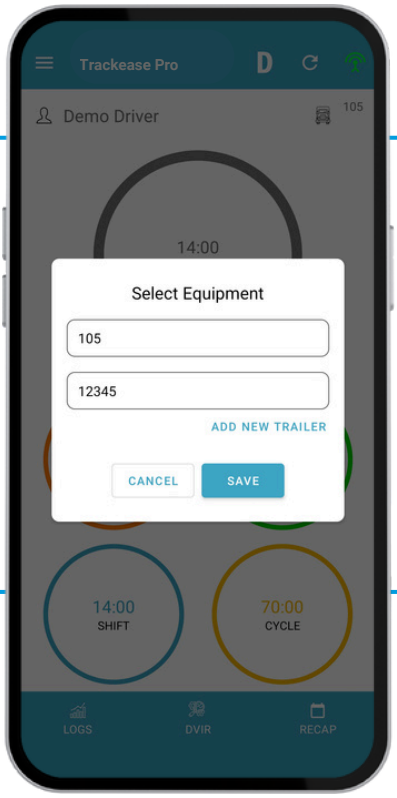


Change Equipment

- Tap the vehicle icon beside your name.
- Tap the vehicle name and select your vehicle.

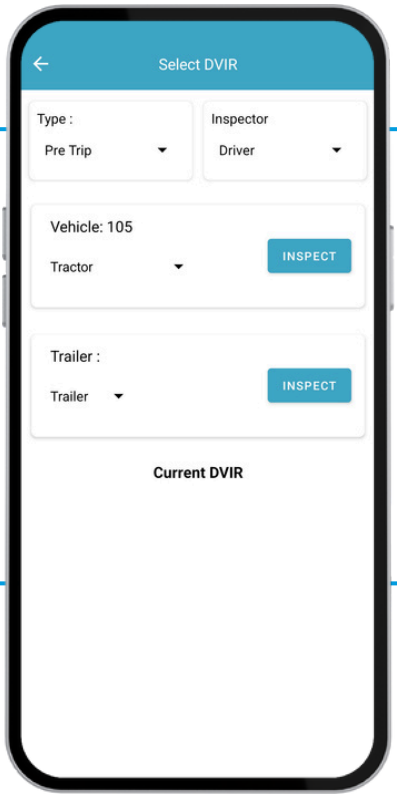


- Tap on the trailer name and choose the correct trailer.
- Tap the Save button to confirm your selection.

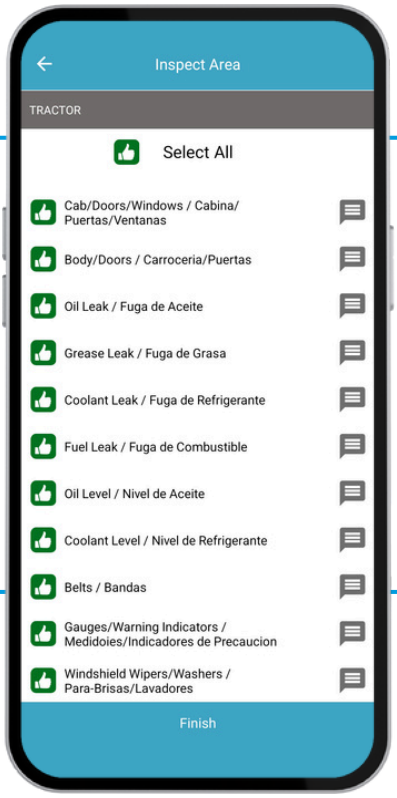


DVIR

- Press the DVIR tab at the bottom panel.
- Select the DVIR form and click Inspect to start the inspection.
- Mark all inspection points, then press Finish.



- Choose the vehicle’s condition
- Sign the report and press Finish DVIR.
- Click Save to complete the inspection.

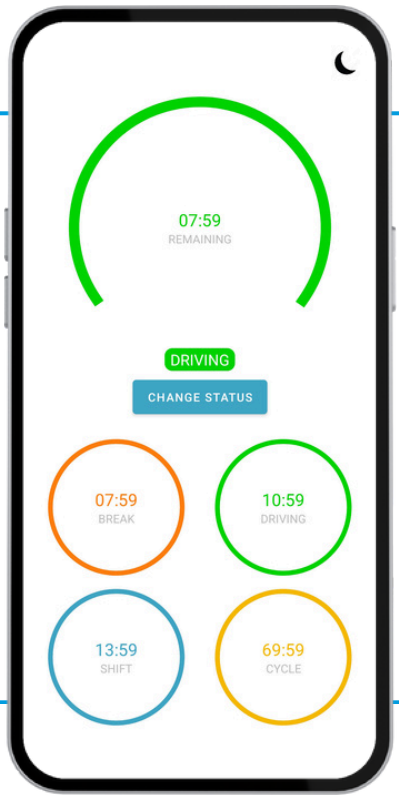


Driving with ELD

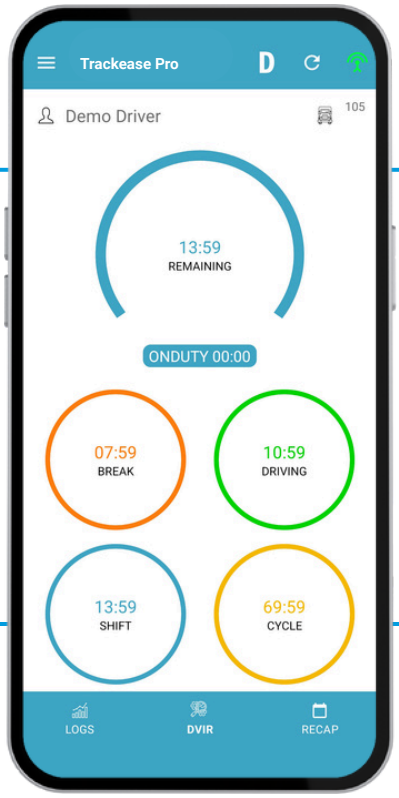
- Once ELD connected, your driving time will be captured automatically.

- Once your vehicle is moving at 5 mph or more, your duty status is switched to Driving.

- Your logs and others features are not available while in Driving mode due to safety reasons.

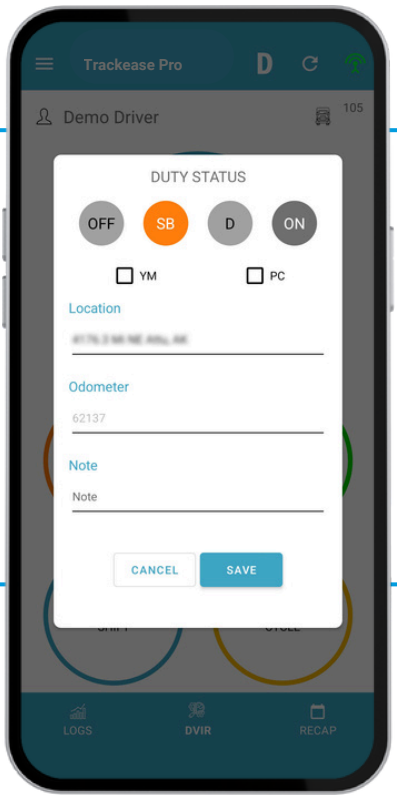


- Once your vehicle is stopped, you may change your duty status by tapping on the status change. The app will remind you to make a selection in 5 minutes. If no selection is made, your duty status will be switched to On Duty.

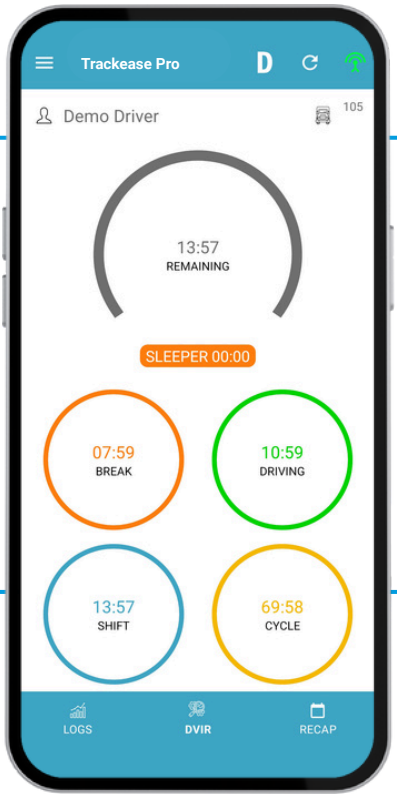


Duty Status

- Press the Status button.
- Select your current duty status from the list.
- Your odometer and location will be filled in automatically.
- Press the save button.

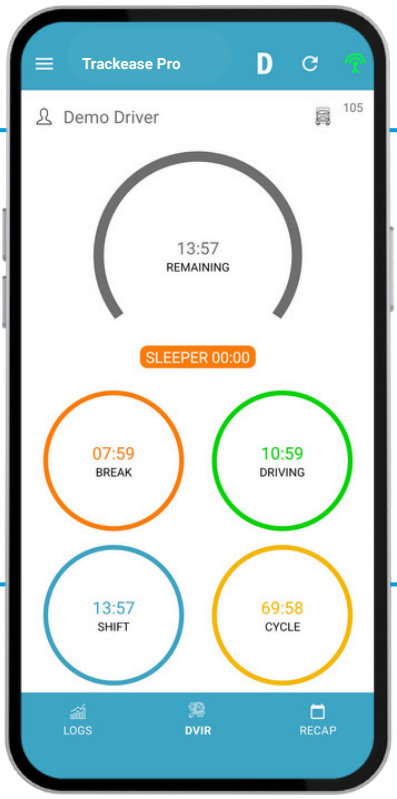


- The Status appears on the screen

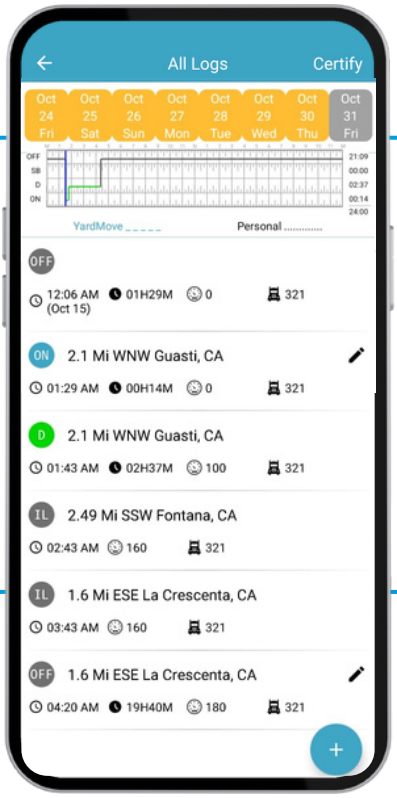


Logs Dashboard

- Open Logs from the bottom menu.

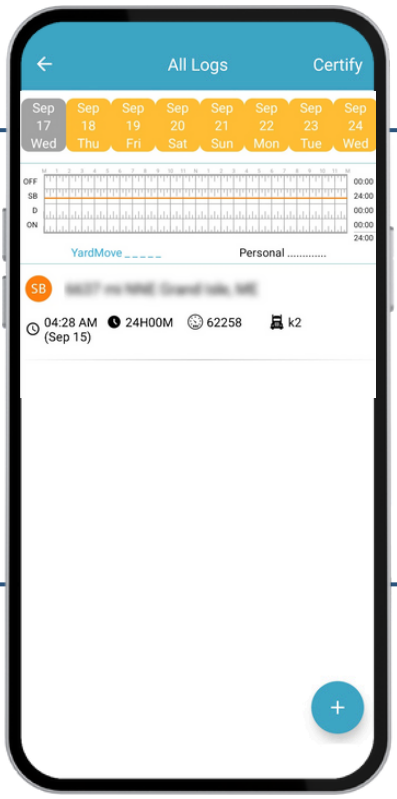


- Logs of current day will appear
- Select another date to view logs.

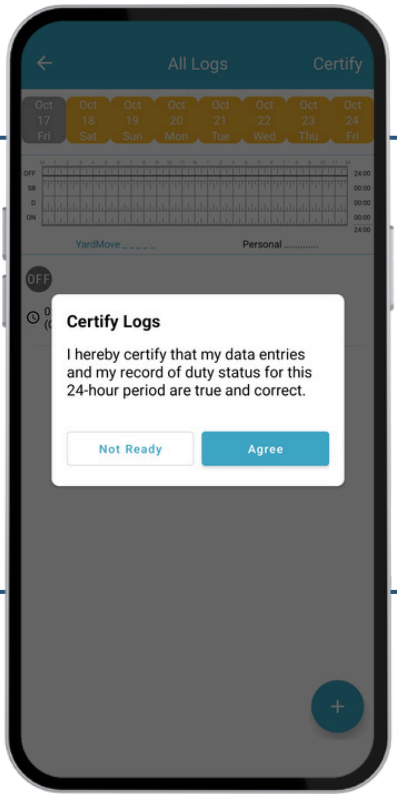


Certification

- Click on the certify button on the top right corner.

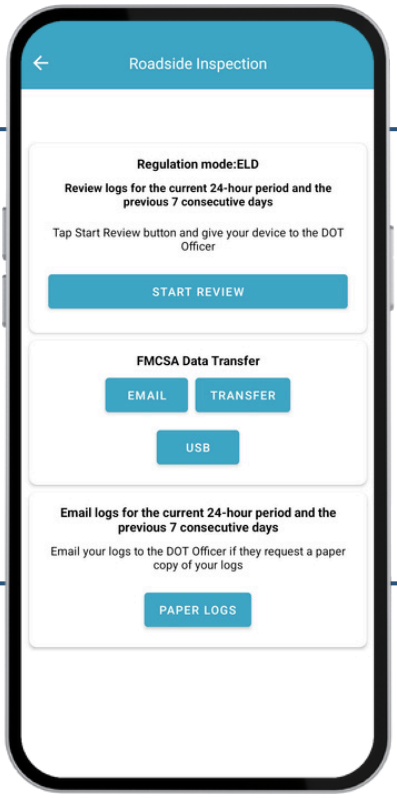


Click certify and save data.

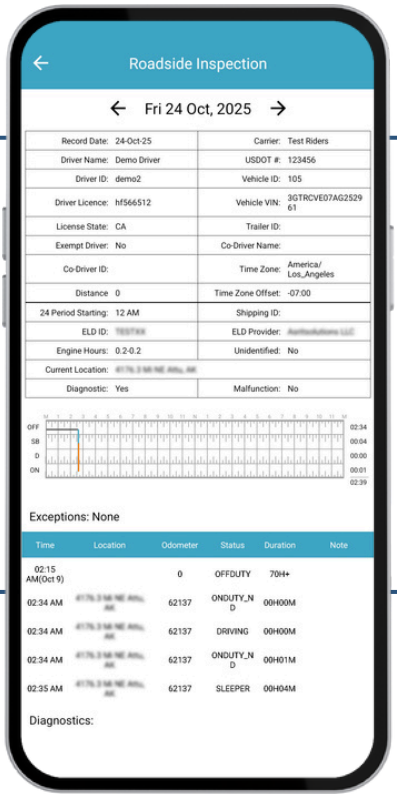


Roadside Inspection

- Tap the menu icon on the left.
- Select FMCSA.
- Tap Start Review.

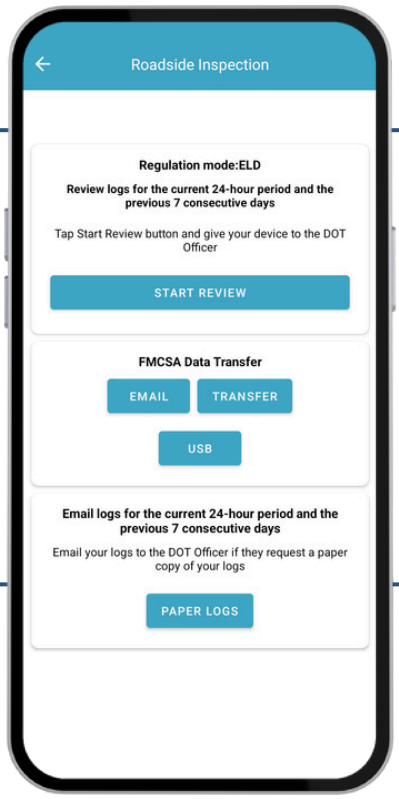


- Give the device to the officer for inspection

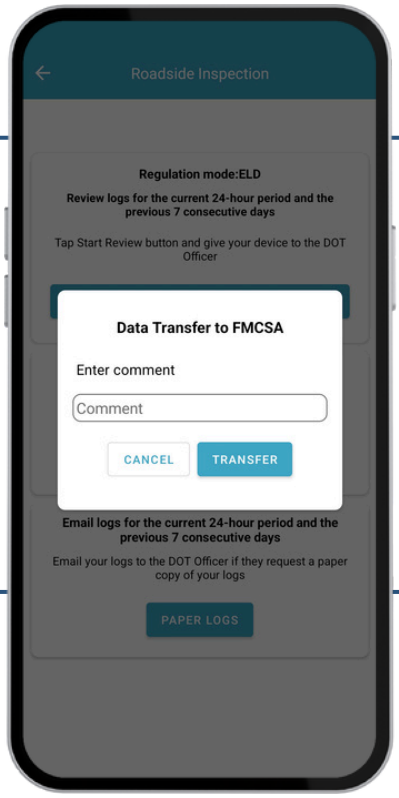


Transfer logs to FMCSA

- Tap on Email Button

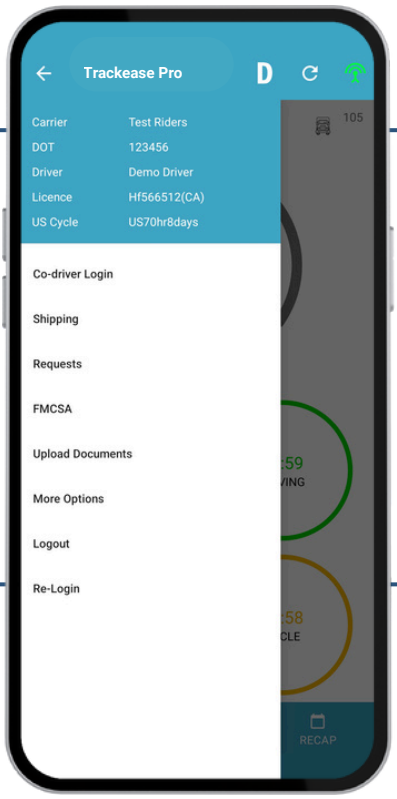


- Add a comment in the text box.
- Click Transfer to send the report.

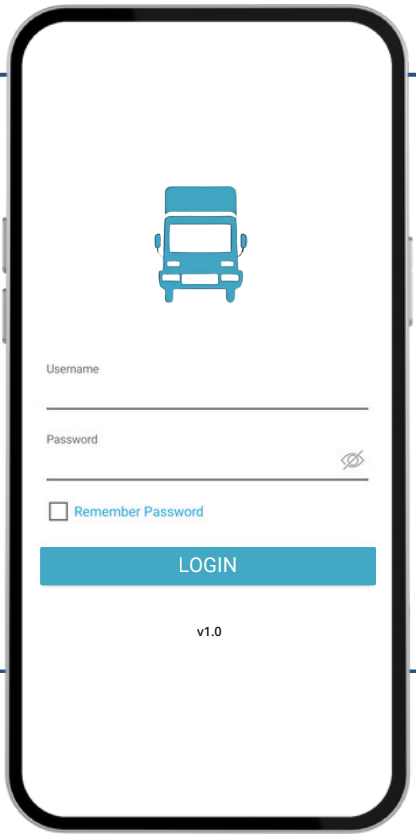


Co-Driver

- Open the left side menu.
- Tap Co-driver Login.

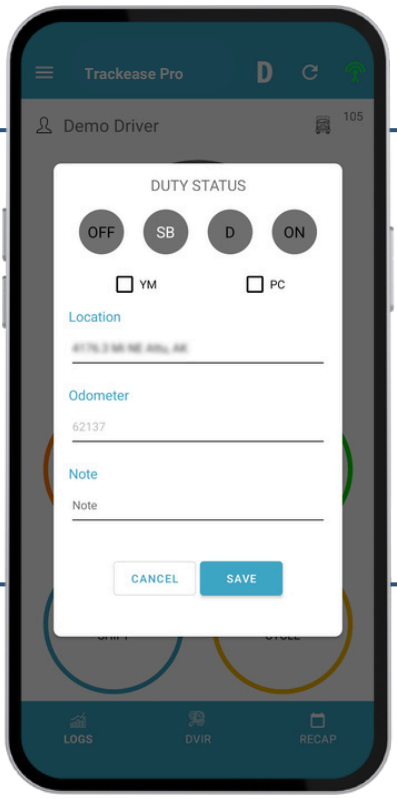


- Enter the username and password for the co-driver.
- Press the Login button.
- Again, open the left side menu.
- Select Switch Co-driver.
- Tap View or Make Driver, depending on the action needed.
- Enter your password to confirm and complete the switch.

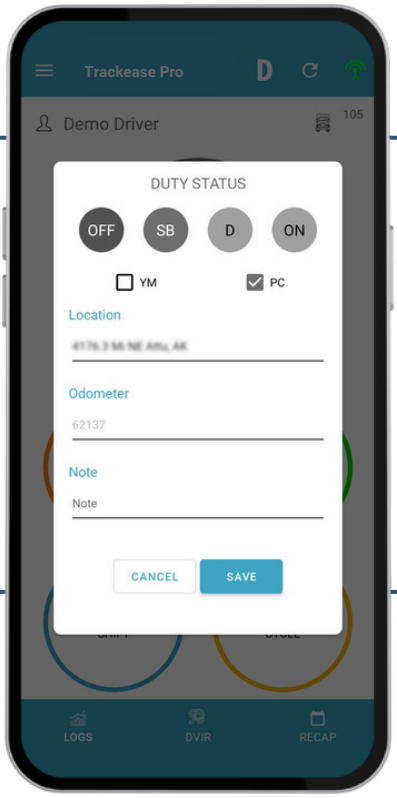


Personal Use

- Tap on the Status button.

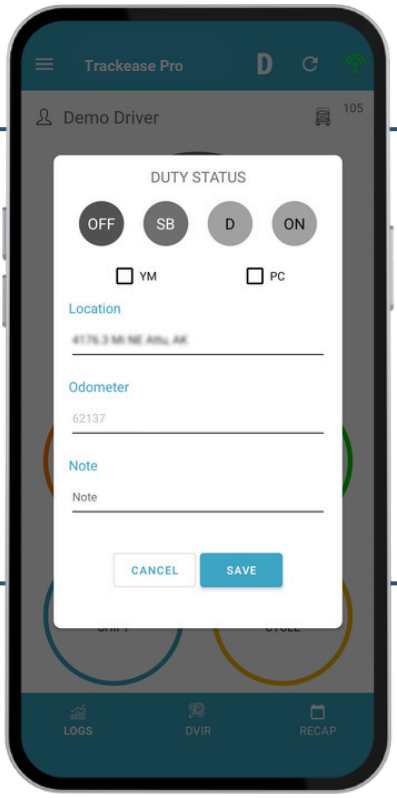


- Select the checkbox for Personal Use under the duty status.
- Enter note
- Press save button.

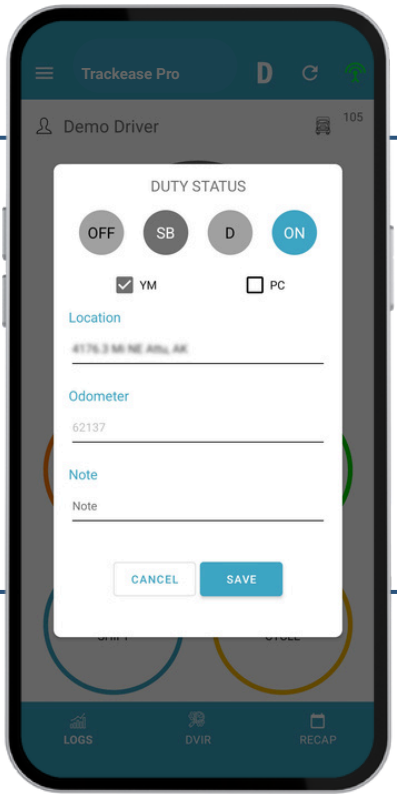


Yard Move

- Tap the Status button.

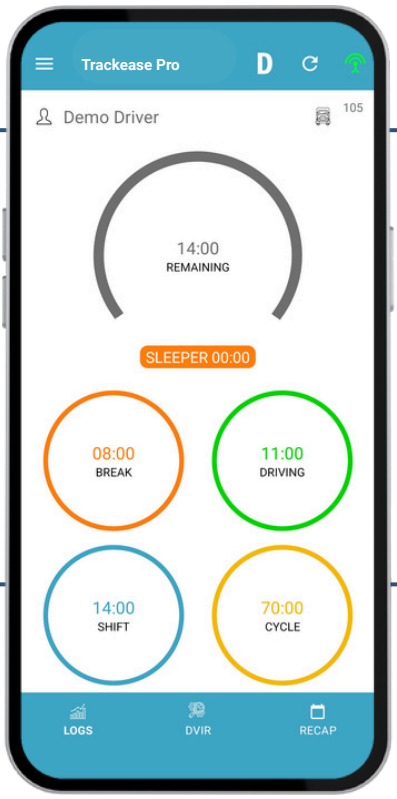


- Check the Yard Move box below the duty status options.
- Enter a note
- Press the Save button.

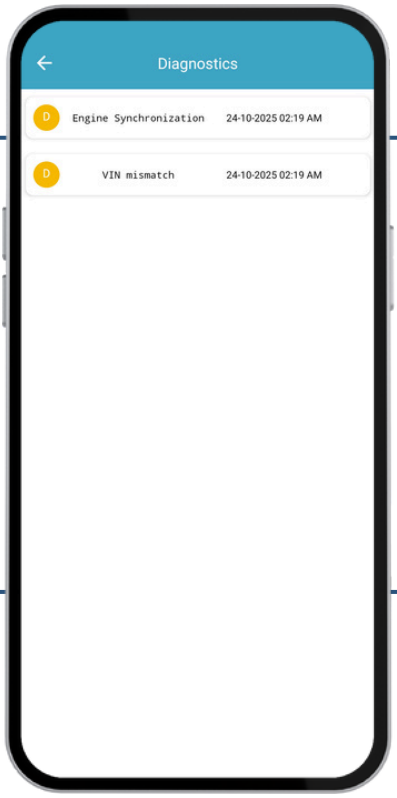


Data Diagnostic Event

- ‘D’ icon at the top will start blinking.
- Tap the blinking ‘D’ icon to open it.

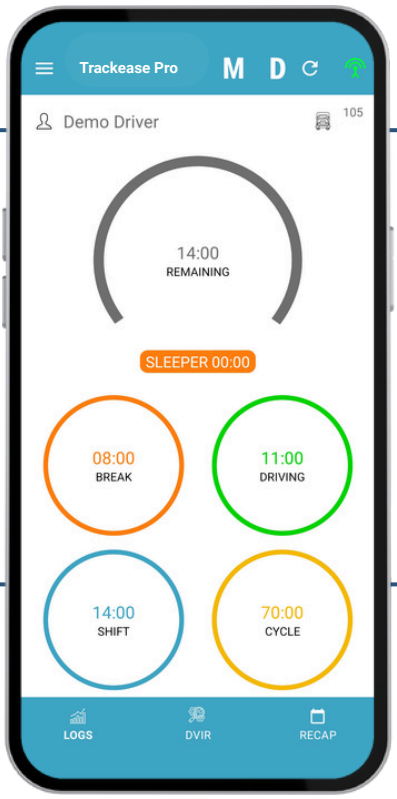


- A list of events will appear on the screen.
- Tap an event to view its details.



Malfunctions Event

- The ‘M’ icon at the top will start blinking.
- Tap the blinking ‘M’ icon to open it.



- A list of events will appear.
- Tap any event to view its details.

