Driver's Drive App Manual

Rev. 1.2

GEOTAB

management by measurement

Driver's Drive App Manual

Introduction 3

Hours of Service Compliance 3

Driver 4

System Requirements 4

Android and iOS Setup 4

Android 4

iOS 4

In-Vehicle Setup 5

Logging In 5

Attaching Vehicles and Trailers 6

Verify Logs 9

Claiming Unassigned Logs 10

Driver Vehicle Inspection Report (DVIR) 10

Changing or Attaching New Vehicles and Trailers 11

Shipments 11

Co-Drivers 12

Drive App Dashboard 13

Information Screen 13

Drive App — Hours of Service 15

Status Tab 15

Motion Detection When Driving (While Logged In) 19

Driving in Violation 19

Graph Tab 20

Logs Tab 21

Logs Tab — Location Information 22

Logs Tab — Manual Logs 22

Ruleset Changes 23

Logs Tab — Diagnostic and Malfunction Events 23

Logs Tab — Verifying Logs 25

Options Tab 26

Creating a Driver Vehicle Inspection Report (DVIR) 27

Performing Repairs 29

Review 30

Messages 31

Roadside Inspections 31

Compliance Print 33
Drive App Settings 35
Updating the App 35
Enabling Night Mode 35
Logging Out 35
Complete a DVIR 36
Verifying Logs 36
Setting a New Duty Status 36
Reporting Bugs 36
Add-Ins 37
Revision History 38

Introduction

The Drive App is a tool for maintaining Hours of Service compliance. It is available for Android and iOS devices. As part of the greater Cloud ELD Solution, the Drive App running on a compatible mobile device is used together with a Telematics Device — a type of Electronic Logging Device (ELD) — and the Fleet Management Application (2017-11 release or higher) to provide end-to-end compliance with federal regulations.

The Drive App has four main features:

- Hours of Service
- Driver Vehicle Inspection Reporting (DVIR)
- Messaging
- Software Add-Ins

The Drive App is available with the HOS, Pro, and ProPlus rate plans. The content of this manual is divided into a section for drivers and a section for administrators.

Hours of Service Compliance

The Drive App is self certified as meeting the requirements of FMCSA § 395.20 of 49 CFR Part 395 (ELDs). As a motor carrier, before using the Drive App, you must:

- Know your obligation as a motor carrier — FMCSA 395.
- Make sure every driver has a copy of the Driver's Drive App Manual, Driver's Guide to Data Transfer at Roadside Inspection and the Driver's Guide to Data Diagnostics & Malfunction Events.
- Make sure every new driver has reviewed the Drive App — HOS Driver Instruction Guide and Drive App — DVIR.

> **Note**:The Driver's Drive App Manual, Driver's Guide to Data Transfer at Roadside Inspection and the Driver's Guide to Data Diagnostics & Malfunction Events must be kept in the CMV at all times. These documents must made available during a roadside inspection in accordance to FMCSA 49 CFR §395.22 (h). Additionally, verify that the driver has a supply of blank records of duty status paper logs sufficient to record the driver's duty status and other related information for the duration of the current trip. Maintain a second (backup) copy of the electronic hours-of-service files, by month, at a different physical location from where the original data is stored — FMCSA 49 CFR § 395.22(i).

The Drive App:

- Works on a fixed 24-hour period starting at 12 AM.
- Supports three co-drivers logged in on the same device.
- Supports all time zones.
- Supports the following rulesets:
    - FMCSA 7-day/8-day
    - California intrastate
    - Florida Intrastate
    - Texas intrastate
    - Canadian Duty 1 & 2 (currently in Beta)
- Supports the following exemptions:

- Short Haul
- Non-CDL Short Haul
- 16-hour
- Adverse Driving Conditions
- Personal Conveyance
- 30 minute rest exemptions on federal rulesets.
- 24-hour Restart (for oil transport drivers)
- Oil well Wait Time and 24-hour Restart (available to off duty co-drivers)
- Off-duty deferral (Canadian, currently in Beta)
- Yard Move
- Salesperson

Note: All Record of Duty Status (RODS) fields can be edited in the Fleet Management Application. Edited RODS will be permanently identified as having been edited.

Driver

System Requirements

Android

- Android 4.4 or higher
- 4.7-inch+ screen (recommended)
- Capacitive touch screen preferred
- Built-in cellular modem (3G or LTE) with data connection (Avg monthly data usage: 350MB)
- 2GB RAM
- 250MB data storage
- Built-in GPS
- Certified by Google, with access to the Google Play Store preferred

iOS

- iOS 6.0 or higher
- 4.7-inch+ screen (recommended)
- Capacitive touch screen preferred
- Built-in cellular modem (3G or LTE) with data connection (Avg Monthly Data Usage 250MB)
- 2GB RAM
- 250MB data storage
- Built-in GPS
- Certified by Apple, with access to the App Store preferred

Android and iOS Setup

Android

1. Make sure you have access to the Google Play Store.
2. Ensure that **Wi-Fi** is enabled, and **Flight mode** is disabled.
3. Under **Mobile networks**, enable **Data access over mobile network**.
4. Verify that all location services are enabled, and that **High accuracy** mode is enabled if available.
5. Ensure that **Date & time** are set to automatic.
6. Verify that **Auto-update apps at any time** is enabled in the Google Play Store settings.
7. Go to the Google Play Store and install the Geotab Drive App.

iOS

1. Make sure you have access to the Apple App Store.
2. Ensure that **Wi-Fi** is enabled, and **Airplane mode** is disabled.
3. Under **iOS settings** > **Privacy**, enable **Location Services**. Then, under **Drive App**, select **Always**, enable **Use Cellular Data**, and set **Notifications** to **Allow Notifications**.
4. Under **iOS settings** > **iTunes & App Store** > **Automatic Downloads**, enable **Updates** and **Use Cellular Data**.

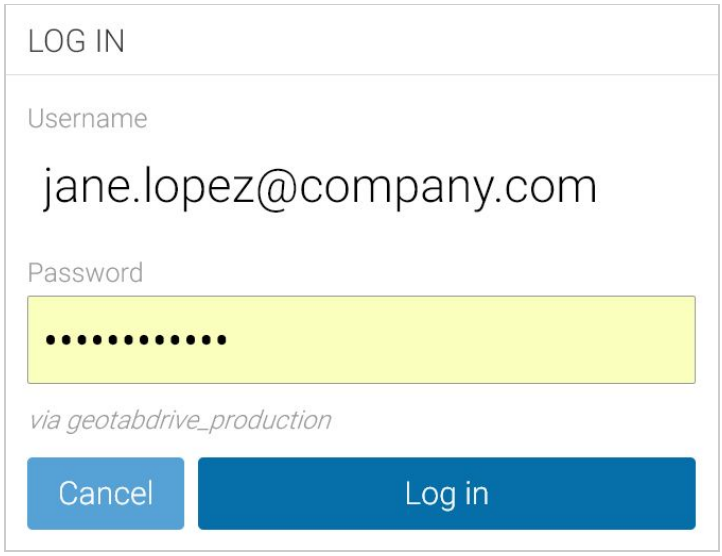
5. Ensure that the **Date & time** are set to automatic.
6. Go to the App Store and install the Geotab Drive App.

In-Vehicle Setup

Your vehicle will need to be equipped with a Telematics Device, a compatible Android or iOS mobile device, and an IOX-USB accessory (optional). Contact your System Administrator for more information.

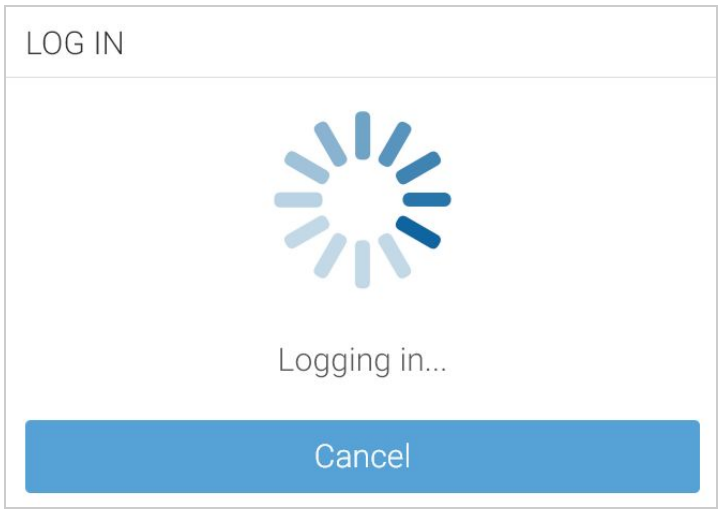
Logging In

When you launch the Drive App from your mobile device, you will be prompted to enter your credentials. If you do not know your credentials, contact your system administrator for more information.



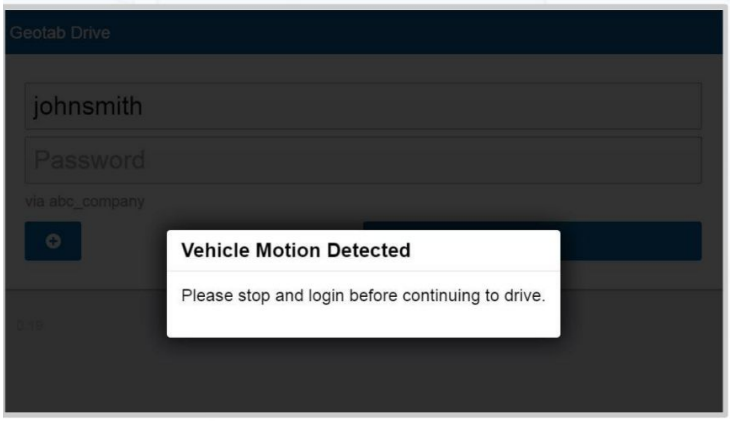
When logging in for the first time, the app will prompt you to review the End User Agreement. After reviewing the Agreement, scroll down and select **Accept** to begin using the app.

Enter your **Username** and click **Next** to display the Password field. Enter your **Password** (minimum 8 characters in length), and click **Log in**.



Once your credentials are confirmed, the system synchronizes your data (including your driver profile, shipment information, HOS logs, and DVIR records) for a brief time before loading the main interface.

Your driver's logs will follow you even when switching between vehicles.

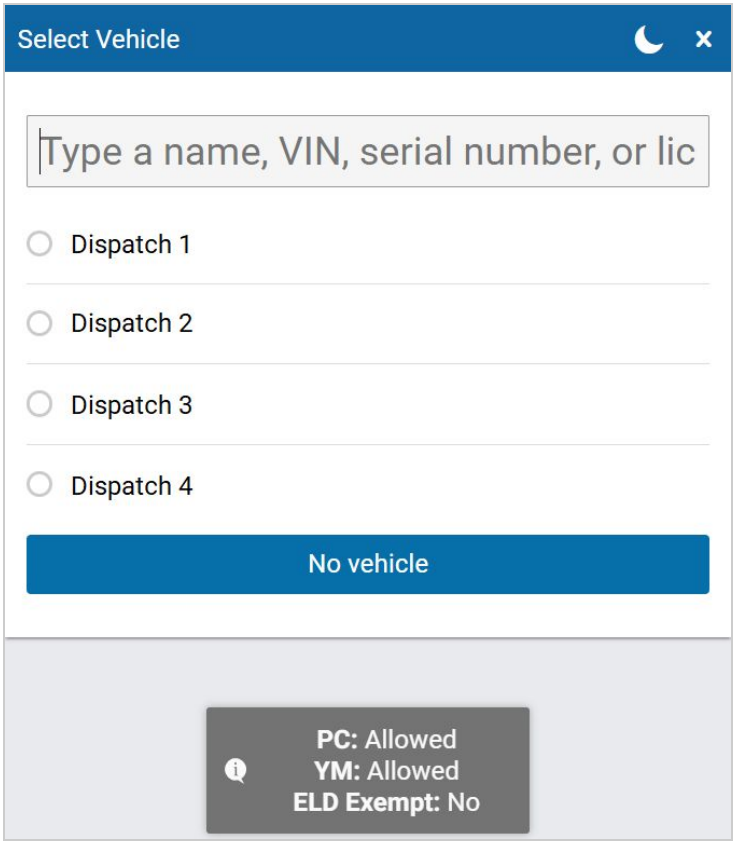


If you begin driving the vehicle without logging, the Drive App detects the motions and will display a warning message advising you to stop the vehicle and log in.

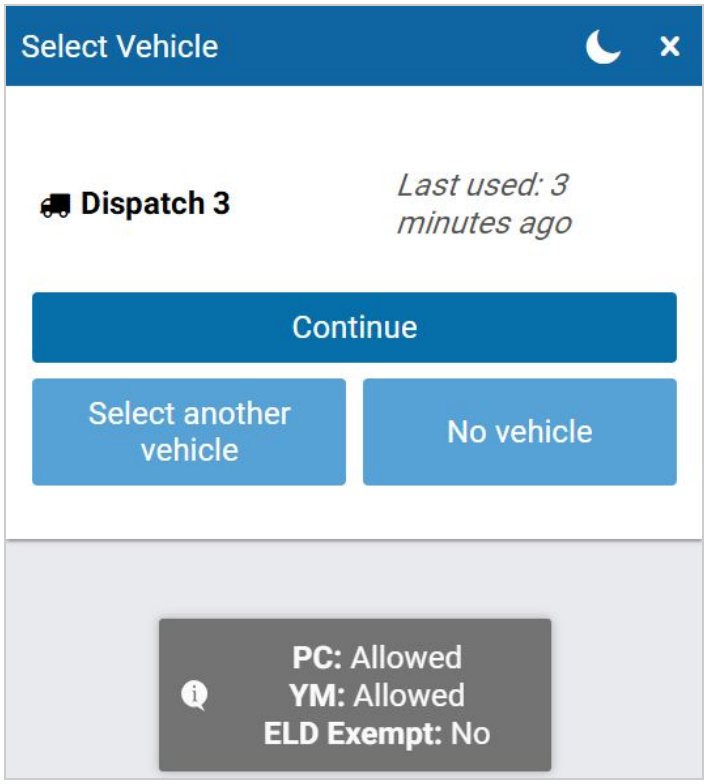
If you do not log in to the Drive App, the system will not be able to associate your duty status or other driving events with your account.

Attaching Vehicles and Trailers

You must attach a vehicle to your account before the duty status and other types of electronic records can be assigned to you. Based on your mobile device's geo-location, the app automatically finds the closest vehicles within a 1km/0.6mi radius. You will be prompted to select your vehicle after logging in.



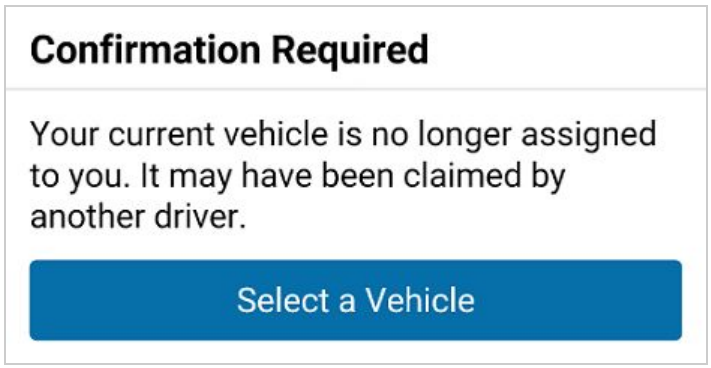
If you do not have a vehicle at the time, you can select the **No Vehicle** button to continue into the App without an assigned vehicle. Without a vehicle, you can only set the status to **ON** and **OFF** duty.



If you do have a vehicle assigned to your account, you will see a screen that allows you to quickly select the last assigned vehicle, if the vehicle is within the immediate vicinity.

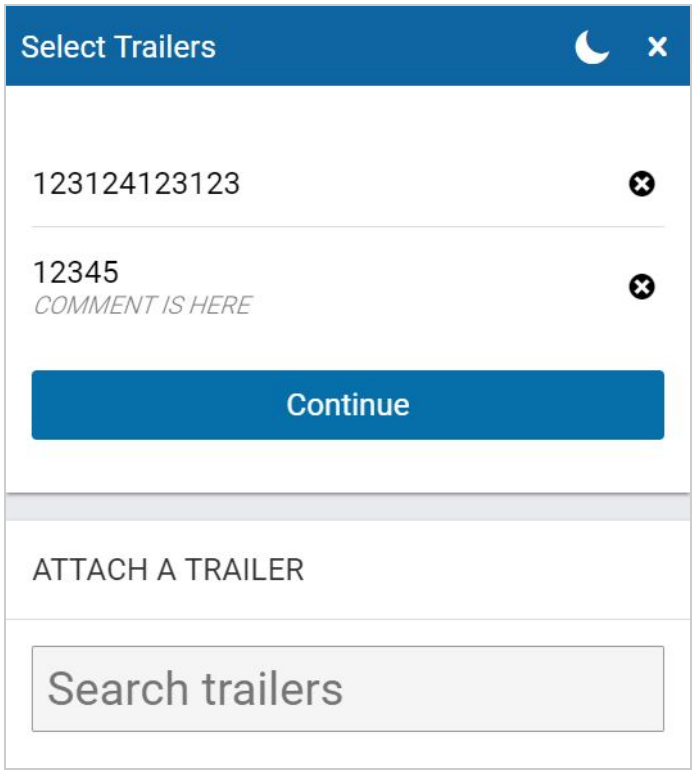
Upon logging in, you are presented with the configured indication that applies.

The configured indication will inform you if **PC** (Personal Conveyance) or **YM** (Yard Move) is enabled. It will also indicate whether or not you are ELD exempt.



In some cases, your current vehicle may have been claimed by another driver, and dissasociated from your account. If this occurs, you are automatically assigned to **No Vehicle**, and prompted to select another vehicle.

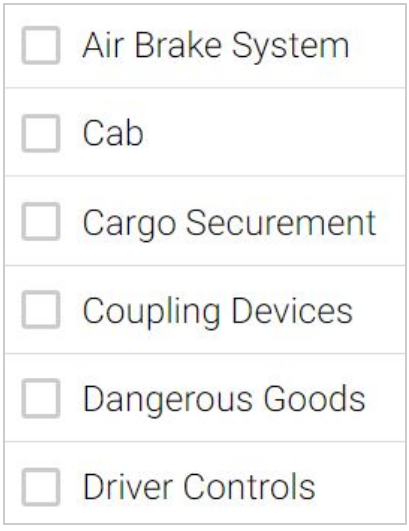
If you are logged in with a co-driver, they receive the same message.

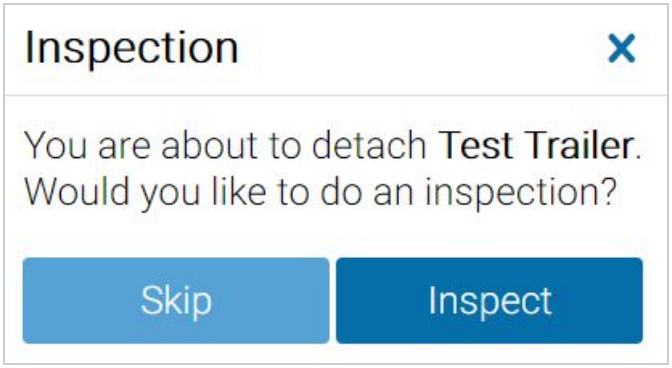


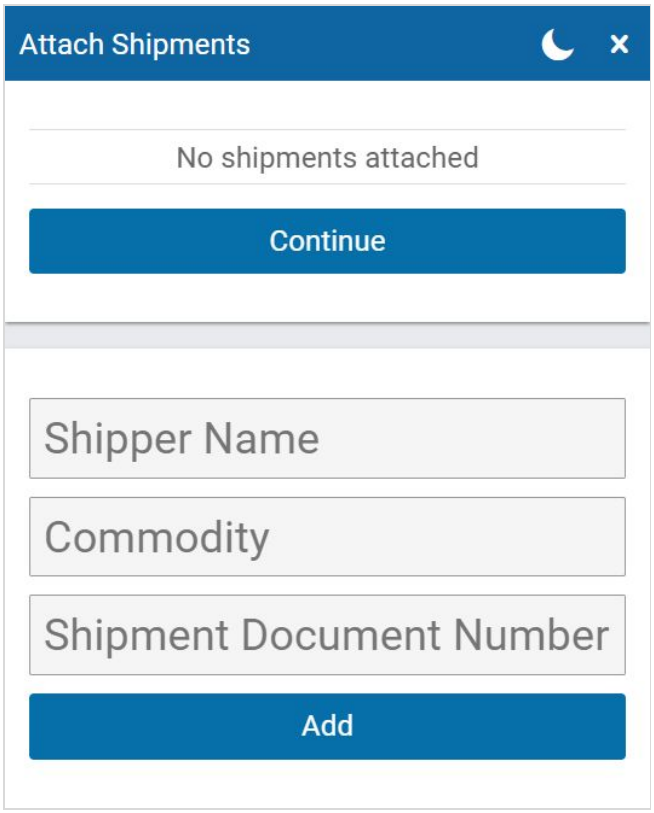
A similar set of screens will follow for attaching a trailer.

You can attach more than one trailer; however, each trailer must be assigned a unique name. If you do not have a trailer to attach, select **Continue**.

If you attach a trailer, you must perform a DVIR on the trailer. If you detach a trailer, you are asked to perform a DVIR, though are given the option to **Inspect** or **Skip**.







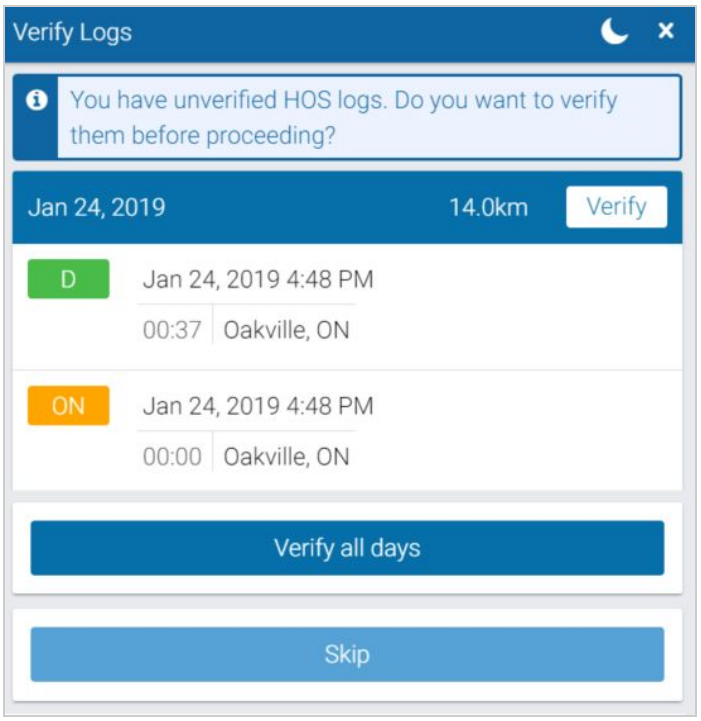
You are then asked to attach any shipments to your vehicle. Select **New shipment** to attach a shipment, or **Continue** with no shipment.

If attaching a shipment, enter the shipper name, commodity, and shipment document number.

Select **Add** to assign the shipment to your vehicle.

Verify Logs

If you have any unverified logs from earlier driving activity, you will be asked to review and verify them.



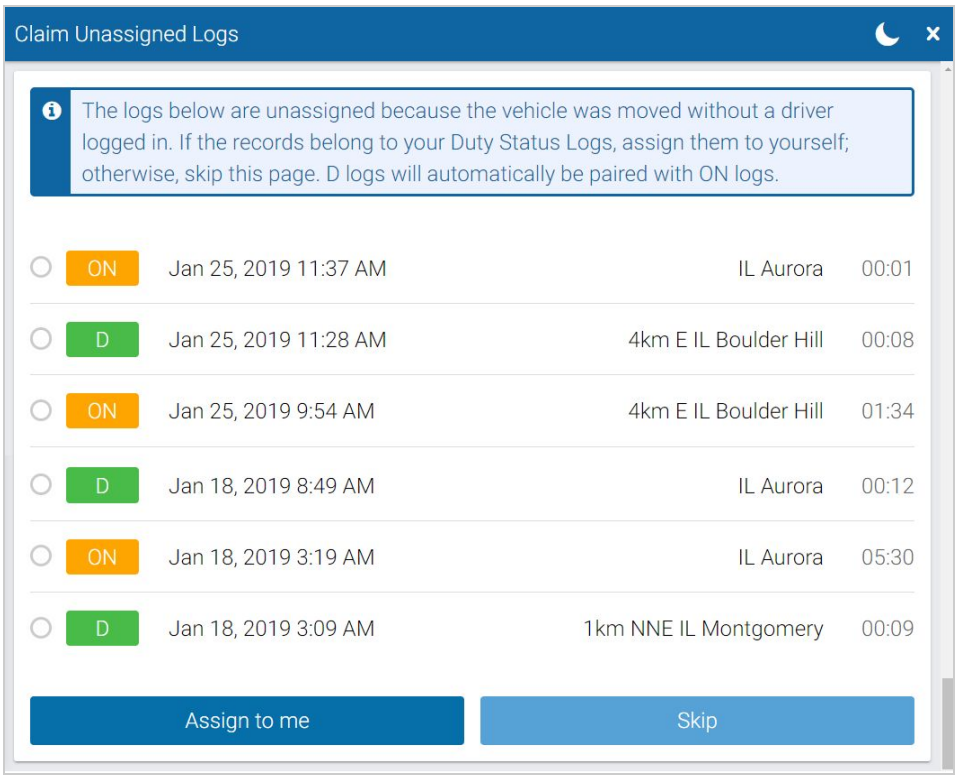
Use the **Verify** button beside any 24-hour period to verify by day, or use the **Verify All Days** button to verify all visible logs.

You can also skip this step with the **Skip** button.

Note: If you choose to **Skip** this step, an audit log is created indicating the time and date the button was selected.

Claiming Unassigned Logs

The Drive App will create duty status logs even when your vehicle is driven without a user logged in. If this occurs, you will be asked to review and claim the unassigned logs that you believe were created by you.

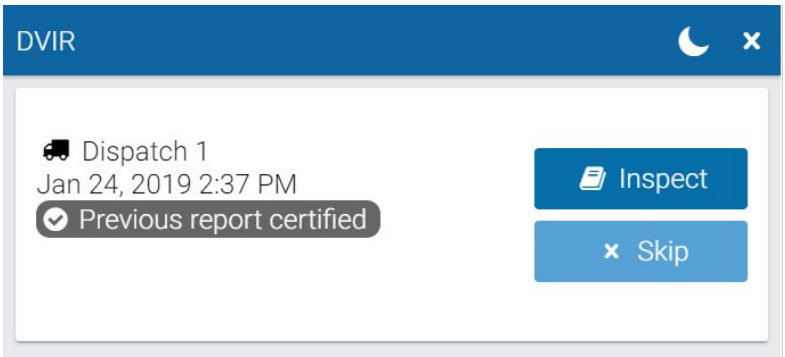


You can claim logs by selecting all relevant logs and pressing the **Assign to me** button. You can also skip this step with the **Skip** button. The D and ON Duty Status Logs are paired when claiming them in the Drive app.

> **Note**: Claiming unassigned logs belonging to other drivers will cause your Record of Duty Status to be inaccurate.

Driver Vehicle Inspection Report (DVIR)

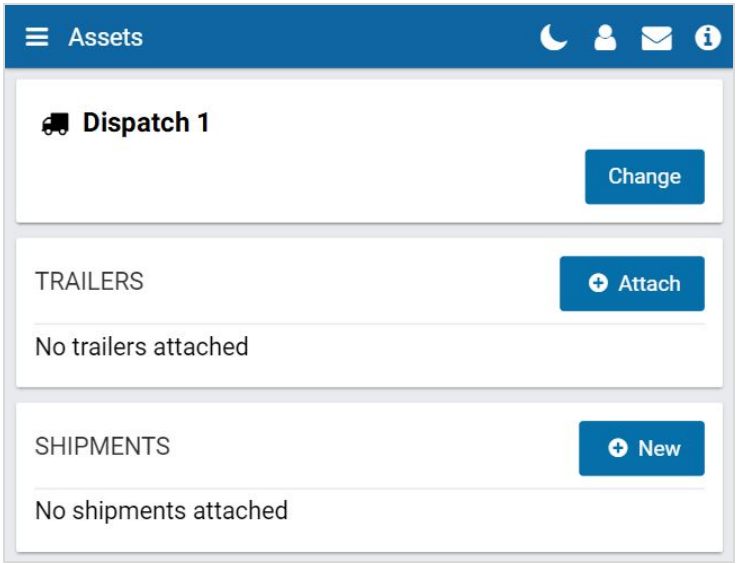
Finally, you will be asked to perform a DVIR to complete the login process. You can find more information on performing a DVIR here.



Changing or Attaching New Vehicles and Trailers

You can change or attach new vehicles and trailers at any time by selecting the **Vehicle** tab from the **Dashboard**.

From the menu that follows, you can **Change** your currently associated vehicle, **Attach** and remove trailers, or add **New** shipments.

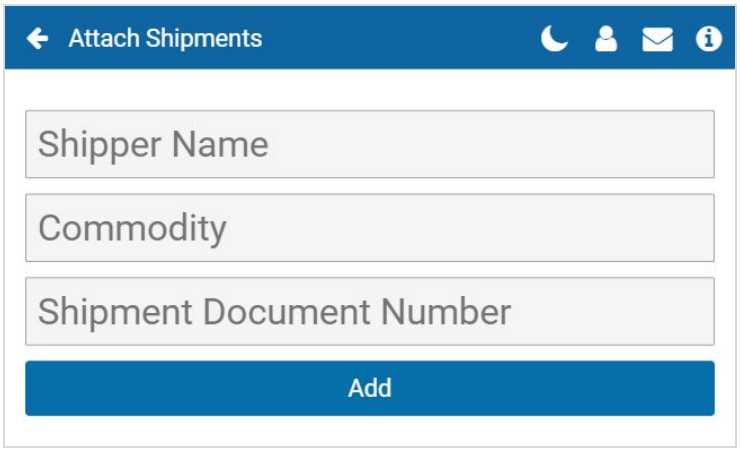


Select the **Change** button to change the vehicle associated with the Drive App. Select the **Attach** button to attach a new trailer, and select the **New** button to add a new shipment.

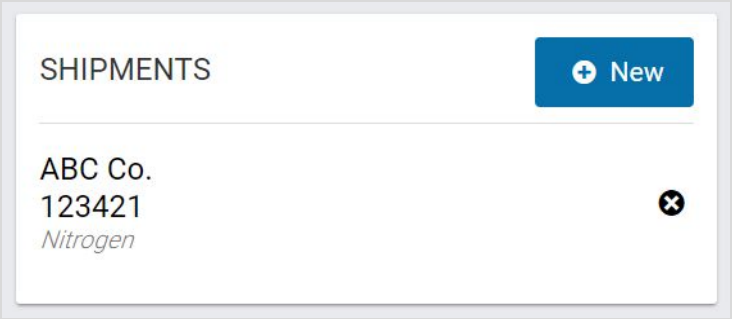
Similarly, You can detach a trailer or remove a shipment by selecting the "X" icon.

You will be prompted to perform a DVIR each time you attach or detach a trailer.

Shipments



To add shipment information to your log, select the **New** button under the **Shipments** label. Enter your shipment information and click **Add**.

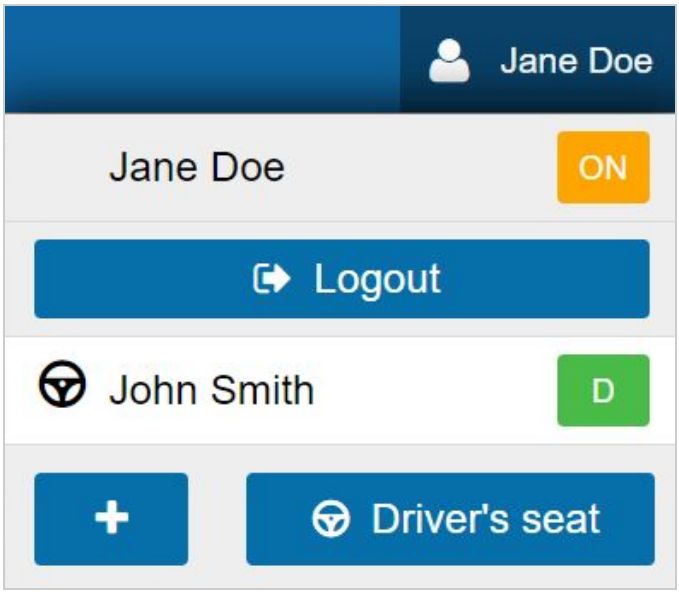


Once completed, you will see your shipment information on the Assets page.

Shipment information will also appear on the **Compliance Print** made in the Fleet Management Application.

Co-Drivers

Co-drivers can be added to the Drive App by clicking on the driver's name in the top-right corner of the screen and selecting the **Add driver** button. The co-driver will be prompted to enter their login credentials. Up to three drivers can be added per vehicle. When the vehicle is in motion, the app will not allow a co-driver to switch seats with the driver.



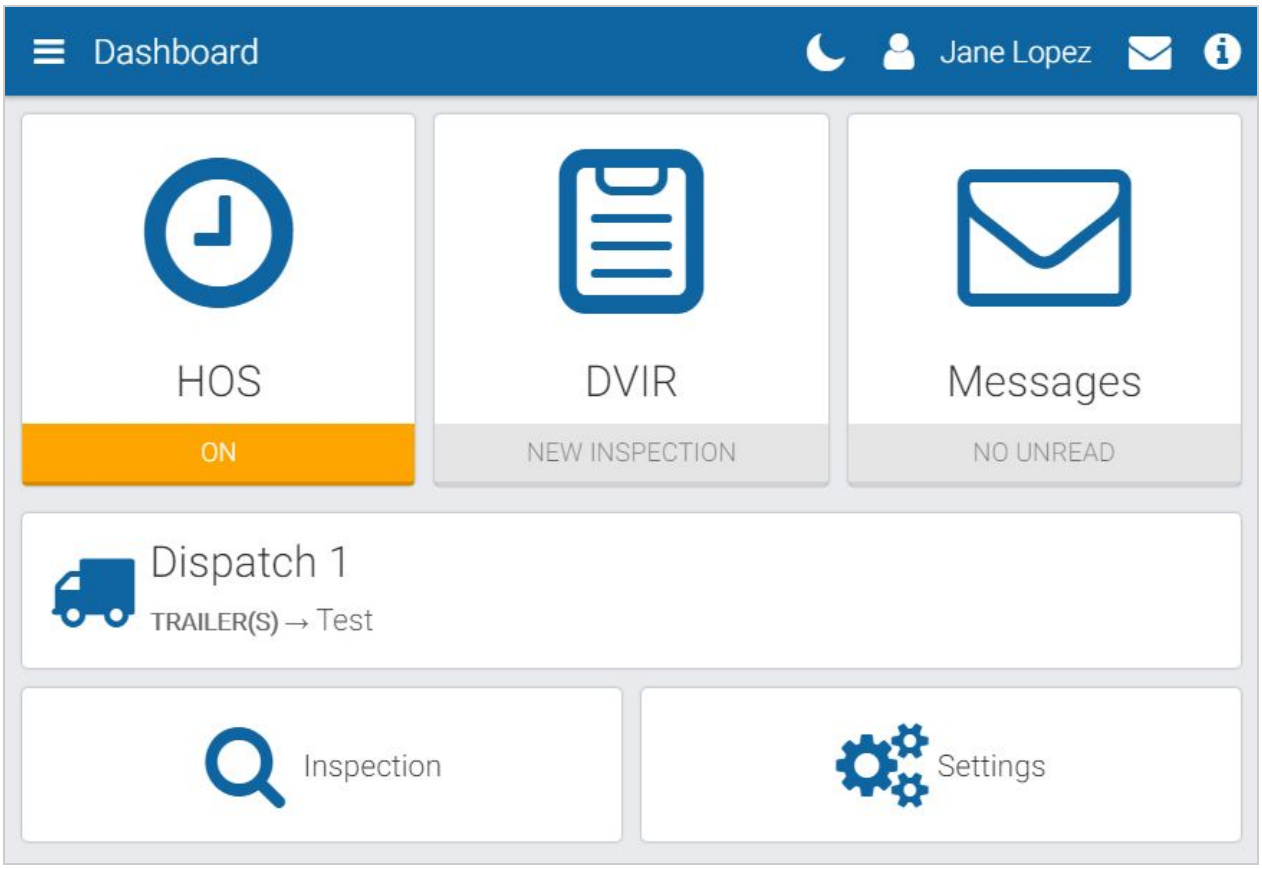
Once logged in, the names of all drivers will be displayed in the user list. When multiple drivers are logged in, the steering wheel icon indicates the currently active driver. Use the **Driver's seat** button to switch the active driver.

The duty status changes automatically for the active driver. The co-driver must change their status manually through the interface. If the active driver logs out, the co-driver will become the new active driver.

The co-drivers can share the Drive App interface to adjust their individual duty statuses. To become the active user of the interface, click on your name from the driver list. Once you are the active user, you will see your name appear at the top of the driver list. At this point you can adjust your duty status without affecting the duty status of your co-drivers.

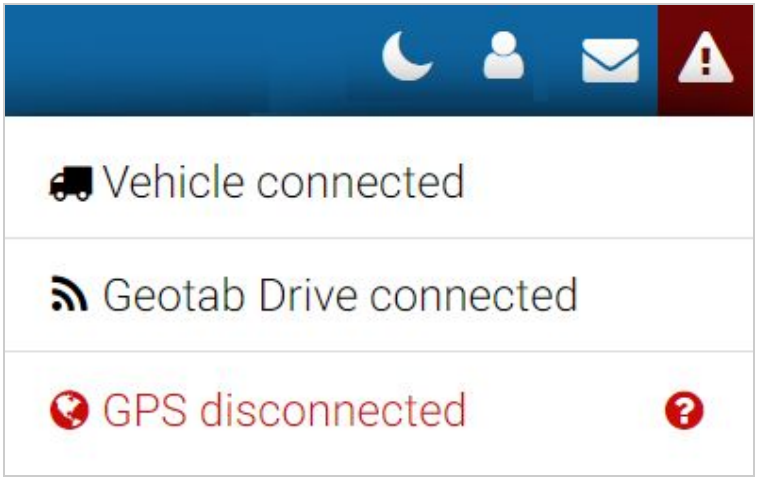
Drive App Dashboard

The dashboard is the main interface used for navigating the Drive App. Your particular dashboard may look different based on your user clearances and the Add-Ins that you have installed.



Information Screen

You can check your connectivity status by pressing the information button in the top-right corner of the screen.



When clicked, the red exclamation mark button provides additional context for your connectivity issue.

Vehicle Disconnected

This message is displayed when the GO device is not communicating with the server. This can be due to GO device coverage issues or a loss of power from the GO device.

Drive Disconnected

This message is displayed when your mobile device has no connection to the server. This will happen if the data connection on the mobile device is not reliable or the mobile device is in airplane mode.

> **Note**: Logging out is disabled when Drive is in this state. This is done in order to preserve the driver's logs until a connection to the server is re-established. Similarly, the driver will not be able to log in while out of coverage.

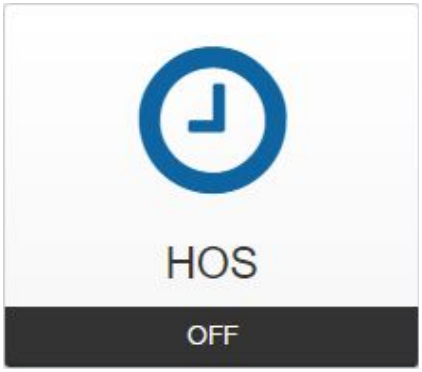
GPS Disconnected

This message is displayed when there is a disruption with the GPS communication of the mobile device. This can be caused by location, environment, or airplane mode. Drive uses GPS as a fallback for the lock screen.

Power Disconnected

This message is displayed when the mobile device is not connected to a power source. The driver will be at risk for losing device power if their mobile device is not being charged. The lock screen may not be as responsive if power is not connected.

Drive App — Hours of Service



The Hours of Service (HOS) provides the driver will all the tools necessary for tracking and recording their duty status. It also provides the ability to verify logs, apply exemptions and provide information for roadside inspections.

The screen is divided into the **Status**, **Graph**, **Logs**, and **Options** tabs.

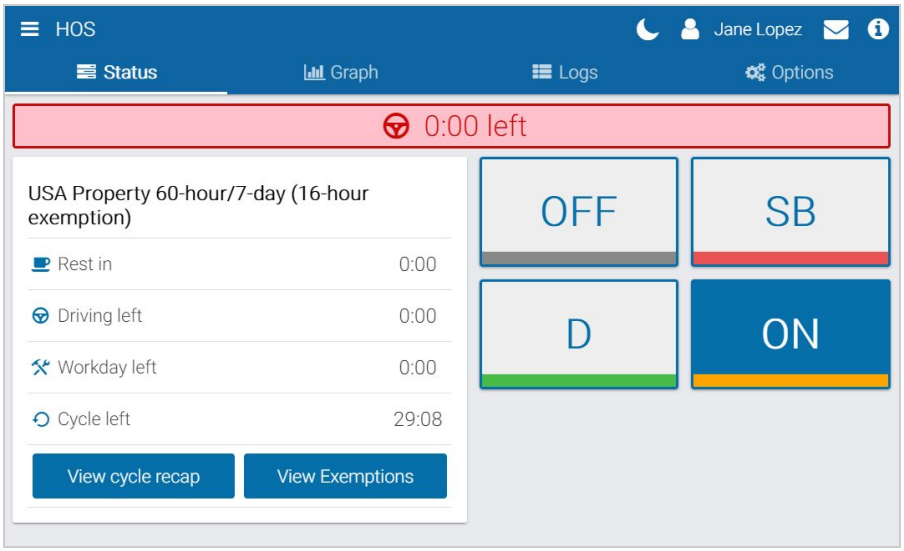
Status Tab

The Status tab allows drivers to view and set their duty status, as well as view and apply exemptions. Duty status is displayed by one of the four buttons on the screen:

- OFF
- Sleeper Berth (SB)
- Drive (D)
- ON

Note: When outside of cell coverage, drivers are notified to manually set their status.

Note: When changing the status to **ON** duty, drivers are notified of any potential violations.



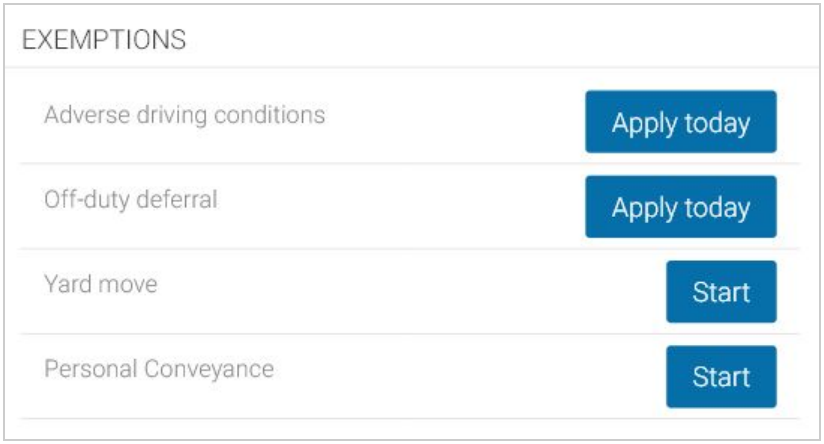
The Status Tab shows remaining durations for a driver's applicable limits, and exemptions that can be applied as driving conditions require.

Cycle recap shows the following:

- Available cycle time tomorrow.
- Cycle hour for current day.
- Hours used within the cycle.
- Total number of hours.

Exemptions allow you to do the following:

- Apply exemptions.
- Change rulesets.
- Start/stop Yard Move.
- Start/stop Personal Conveyance.



To apply exemptions, click **View Exemptions** and use the corresponding buttons to activate them.

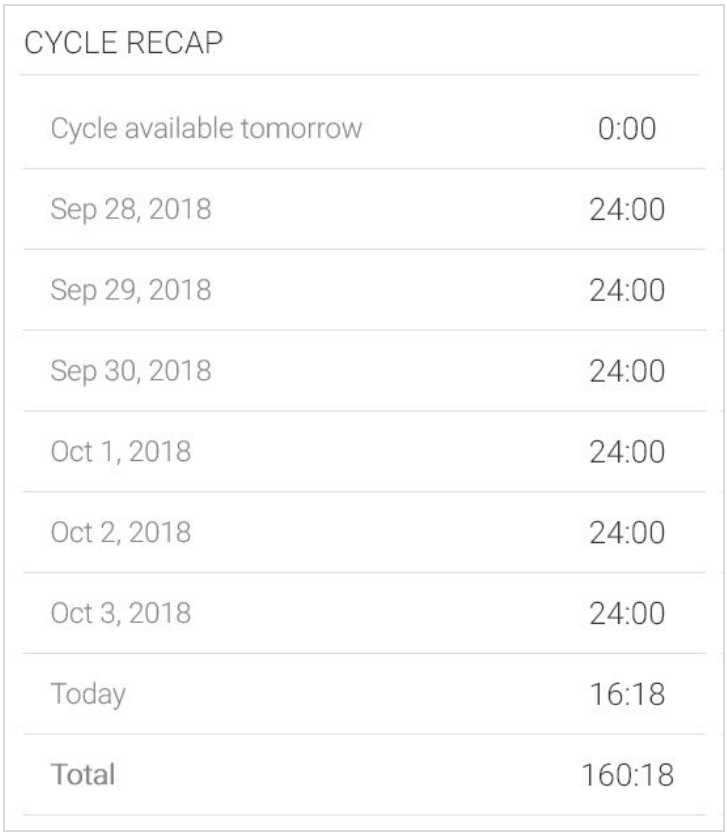
By default, the only exception always available to the driver is the **Adverse Driving Conditions** exemption.

Alternatively, you can stop a **Yard Move** event by turning the ignition off and on during a power cycle. You can stop a **Personal Conveyance** event by confirming the event ended when the ELD prompt displays, also during a power cycle.

If a confirmation is not made and the vehicle is in motion, the ELD defaults to none. Other exemptions must be configured by your Fleet Management Application Administrator.

> **Note**: The Yard Move exemption is disabled when the speeding rule is exceeded, or the vehicle leaves the specified zone type.

A full list of all available exceptions can be found in the Hours of Service Ruleset document.



For a summary of your cycle, click the **Cycle recap** button.

Depending on your ruleset, cycle recap provides a quick and compact view of how much time you have used, and how much is remaining for the following day.

The blue bar indicates the time remaining before the driver must take a break.

The red bar indicates that the driver has no driving time remaining and must take a break.

Once you begin to drive, your status automatically switches to **D** when the vehicle reaches a speed of five mph (eight km/h). Once you stop driving, after three seconds, your status remains as **D** for an additional five minutes. When five minutes have passed, you are prompted to change your status to **ON** duty. If you do not respond within a minute, your status will switch to **ON** duty.

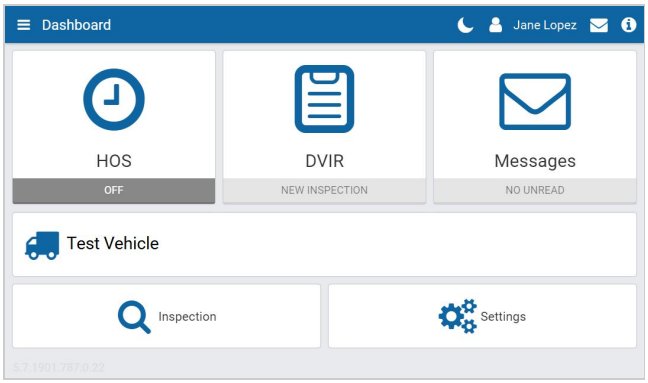
> **Tip**: You can manually switch your duty status at any time.

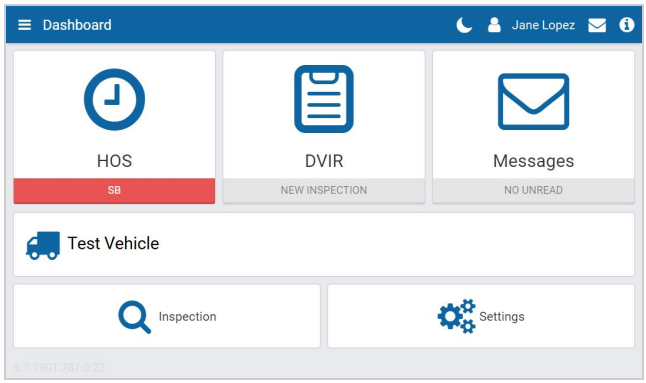
The **Rest in** timer displays the time remaining before the driver must take a break.

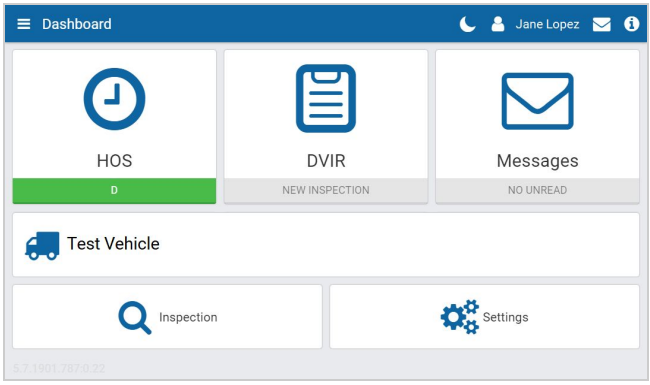
Once the **Rest in** timer reaches 0:00, it will be replaced with a **Rest duration** timer when you go off duty.

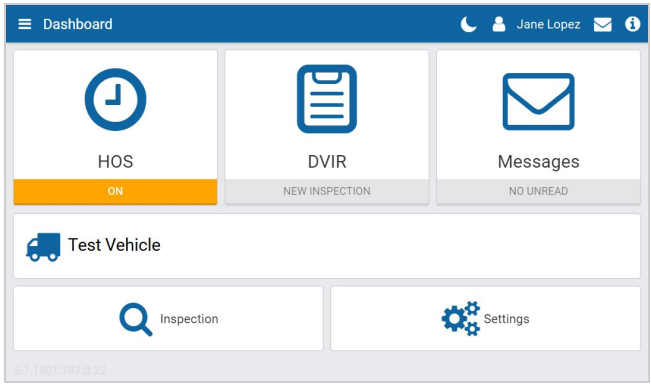
The rest duration timer displays the time that has passed during the break period.

Your current duty status will be visible from the Dashboard:



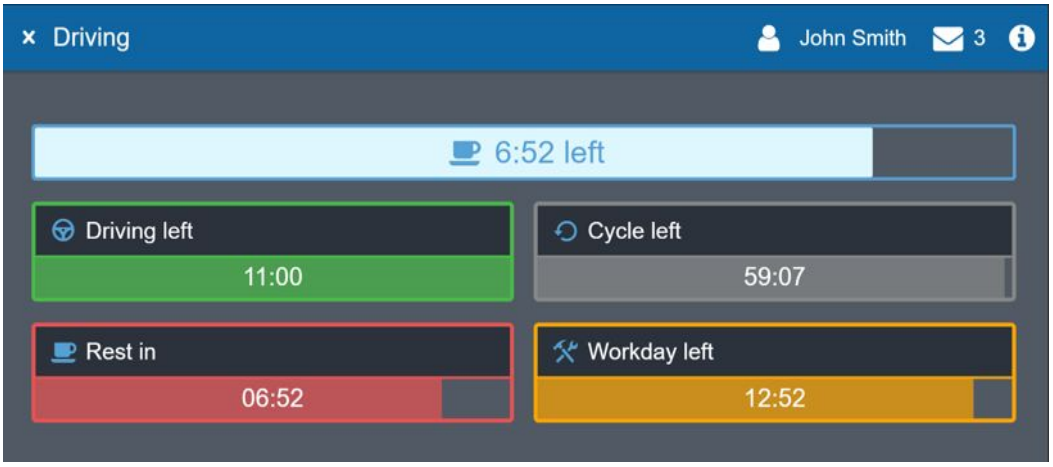






Motion Detection When Driving (While Logged In)

When the vehicle begins moving, the interface of the Drive App locks to minimize driver distraction. All other information is hidden and you only see the remaining driving time available. When the vehicle is in motion, the app does not allow a co-driver to switch seats with the driver.



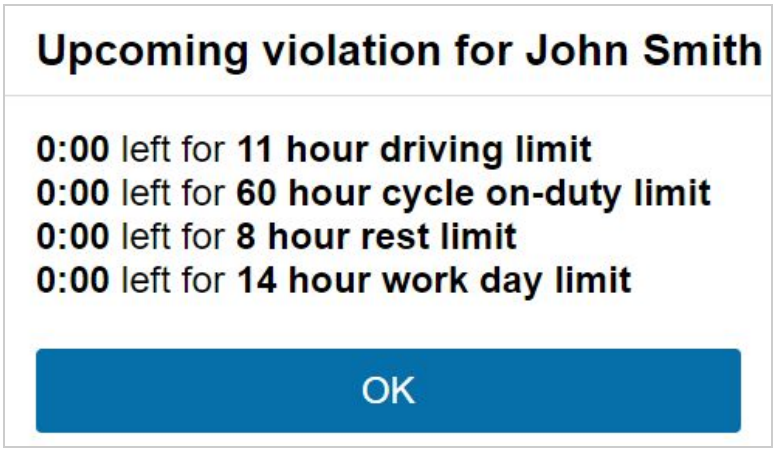
If the vehicle has stopped for five minutes, a prompt requiring confirmation displays on the screen. Confirm if you have stopped driving, or if the vehicle is still in motion.

If a response is not submitted to confirm or deny the prompt within 1-minute of receiving the prompt, the ELD will automatically create an ON duty status log for the driver.

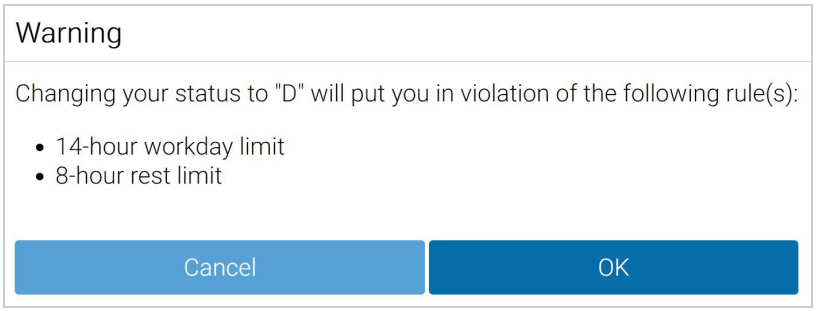
If you continue to drive past your available hours, the screen will notify you that you are in violation of your ruleset.

The app will broadcast an audible warning in addition to the Hours of Service limit message, whether the app is in the background or the foreground. The audible warning does not occur if the driver is in the **OFF** or **Sleeper Berth (SB)** status.

Driving in Violation



The Drive App notifies you when you are nearing a duty violation two hours before the violation, one hour before the violation, at 30 minutes before the violation, then right before the violation.



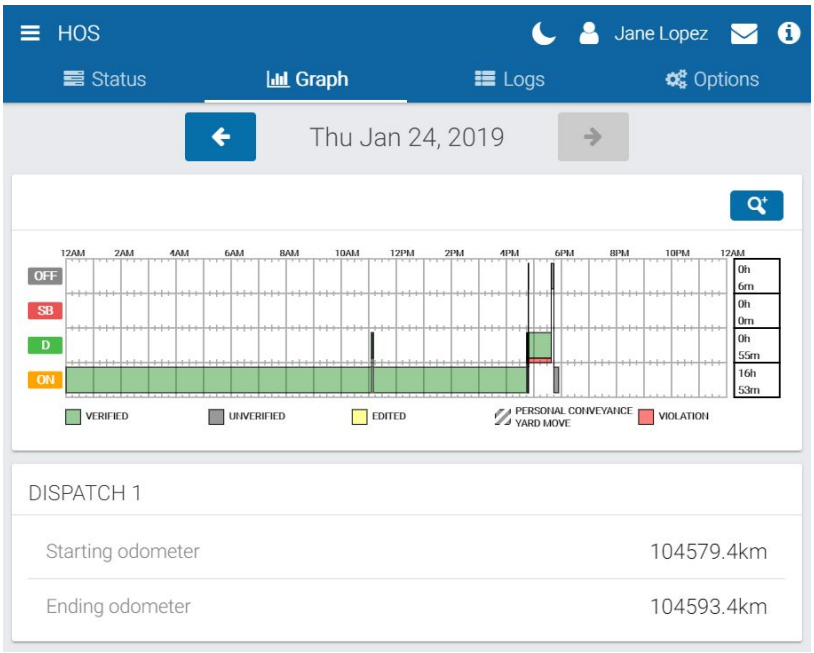
If you switch your duty status to **Drive** after your remaining driving time has expired, you will be warned that doing so puts you in violation of your selected ruleset.

Driving after receiving this notification will register a violation in your log.

Graph Tab

The **Graph** tab plots your duty status over a 24-hour period for a given day. The bars on the graph are color-coded in the following way:

- **Gray**: Unverified logs
- **Green**: Verified logs
- **Yellow**: Edited logs
- **Red**: Driving in violation of HOS ruleset
- **Striped**: Personal Conveyance and/or Yard Moves



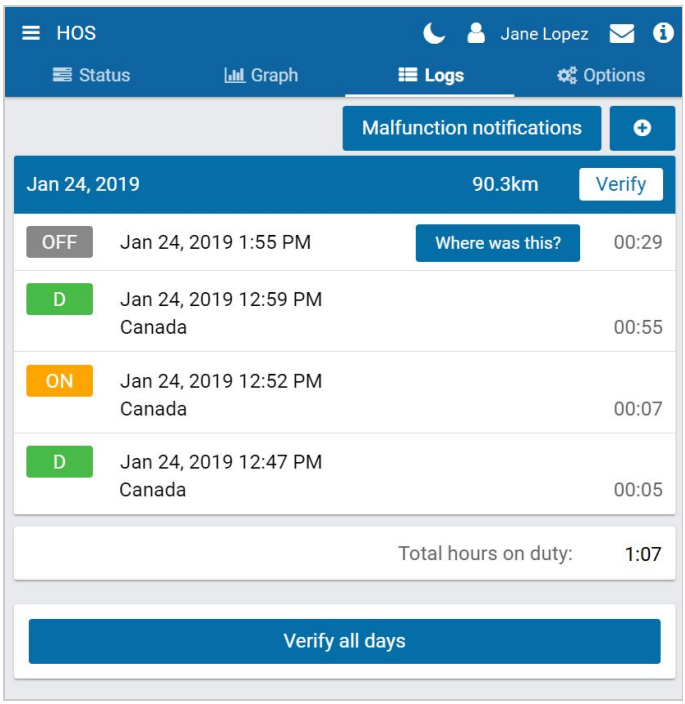
Use the arrow buttons to view information for other days. The total time spent in a particular duty status can be seen to the right of the graph.

Select a log from the graph to display additional information about the log, including the log's duration and date of creation.

Starting and ending odometer is displayed for quick reference.

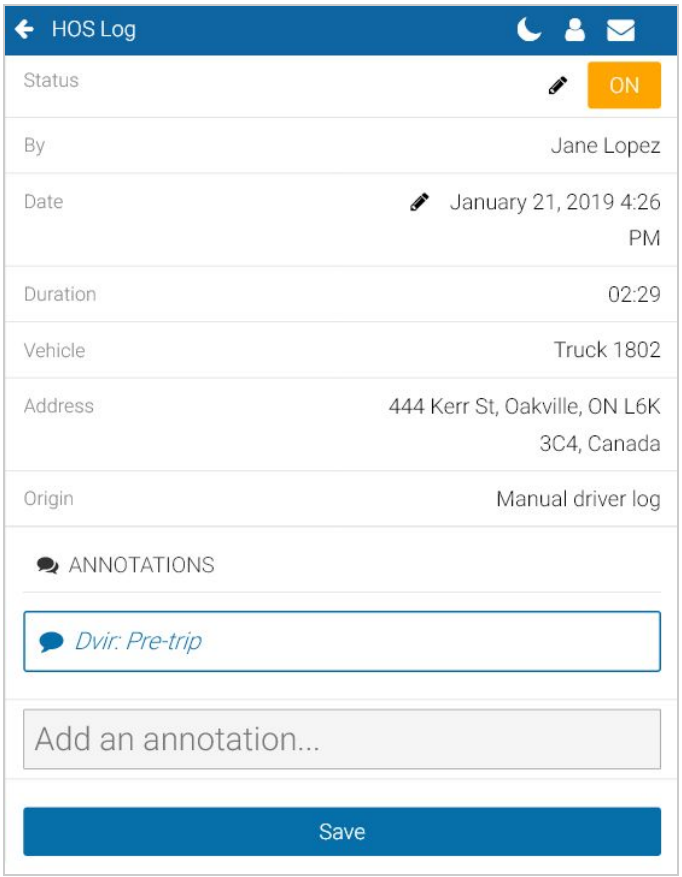
Logs Tab

The **Logs** tab shows a list of all Records of Duty Status (RODS) for the past 14 or 16 days, depending on the ruleset. Any violations are also displayed.



The bottom of the page shows the total time spent **Driving (D)** or **On-Duty (ON)** over the course of all the records.

You can select any log individually to see additional information.



The Log page shows additional information about the log, including when and where the log was created.

Annotations can be viewed and added by the driver.

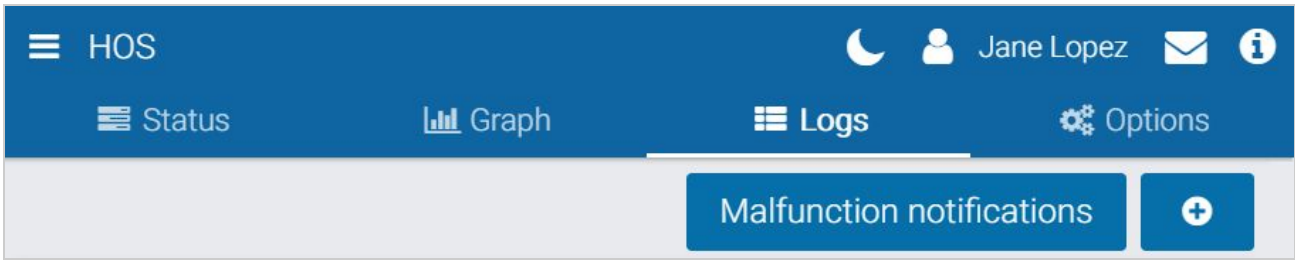
Logs Tab — Location Information

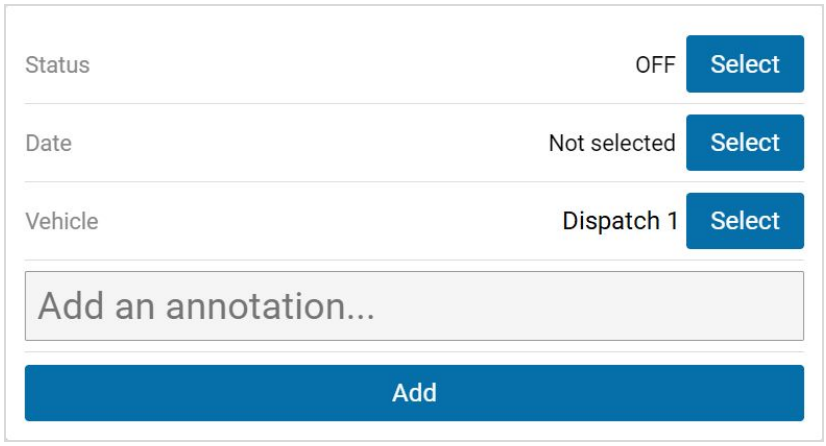
Location information is captured by the Telematics Device installed in your vehicle. If for some reason the GPS signal on the telematics device is unavailable, a log created during this period will not have an address associated with it.

In this case, you must to enter location information manually to the log. You can do this by pressing the **Where was this?** button.

You will be prompted to enter the address for where the log occurred, and again to add location information if an exemption is applied.

Logs Tab — Manual Logs





You can manually create records of duty status by pressing the **+** button. Manual logs allow you correct your records of duty status in case you made a mistake.

If you made an error when creating a manual log, you can select the log from the **Logs** tab and click the pencil icon to edit the log.

Note: Only manually created logs can be edited in the application. Logs that were created automatically cannot be modified, nor can they be changed to another status. If you attempt to change the status of an automatic log, you will be asked if you would like to create a new log with the desired duty status.

Ruleset Changes

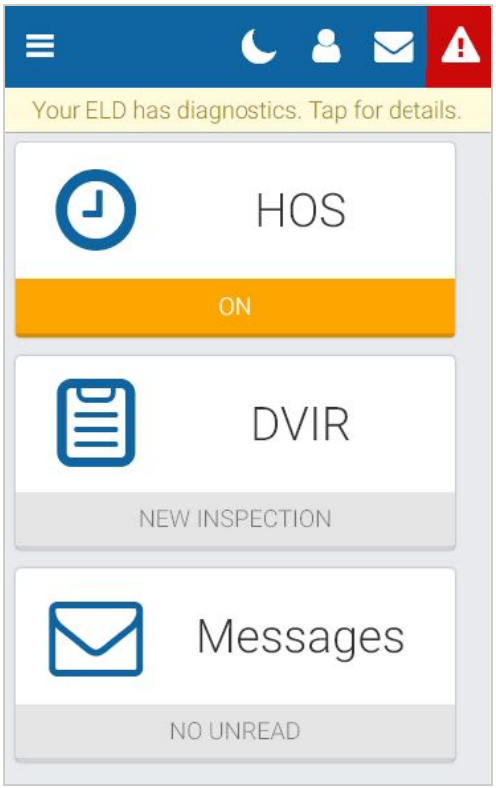
When a driver's ruleset is changed, the preceding log is annotated to reflect this change. When the 16-hour exemption, adverse weather, or oil well wait time exemption is applied, the preceding log is also annotated to reflect this change.

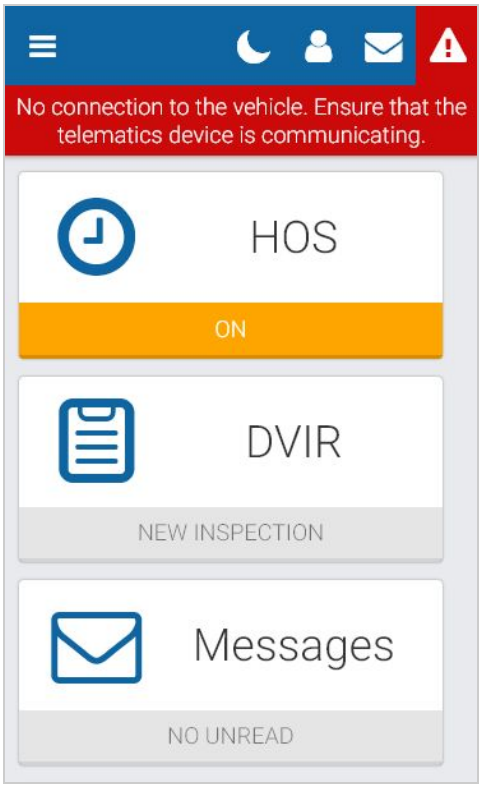
Logs Tab — Diagnostic and Malfunction Events

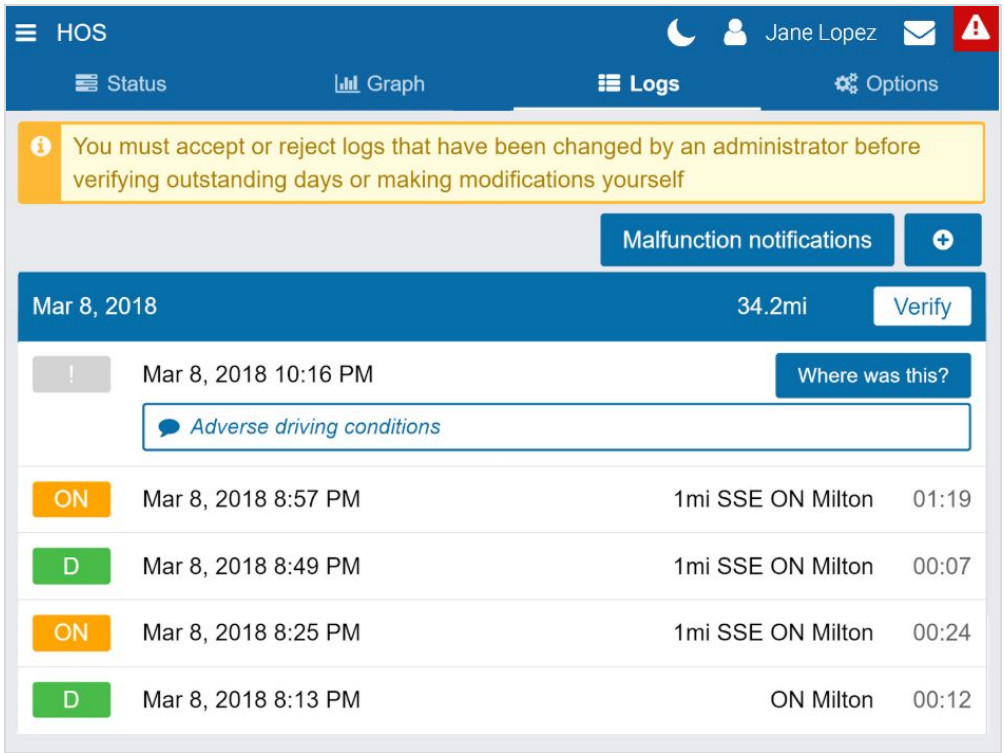
If the Geotab Drive app detects a diagnostic event, a yellow bar indicates a diagnostic is present, and a red bar indicates a malfunction is present. Pressing the yellow or red bar will display more details about the events.

Drivers should consult the one page document titled "Driver's Guide to Data Diagnostics & Malfunction Events", which provides instructions on what to do when these events are occur. When a diagnostic event occurs, it will autoclear once the issue is resolved.

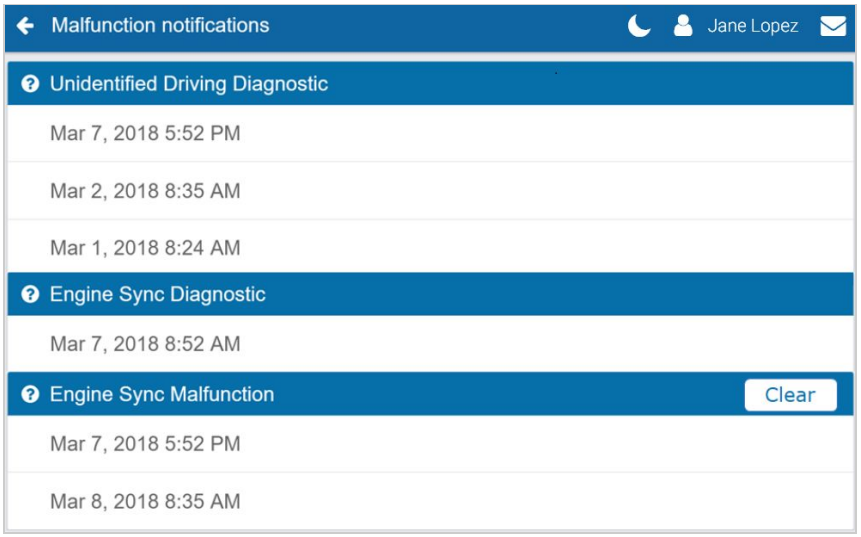
When a malfunction event occurs, it must be addressed by the driver or an Administrator. Press the **Clear** button once the malfunction events have been resolved.







The **Malfunction notification** button is located at the top of the screen on the Logs tab.



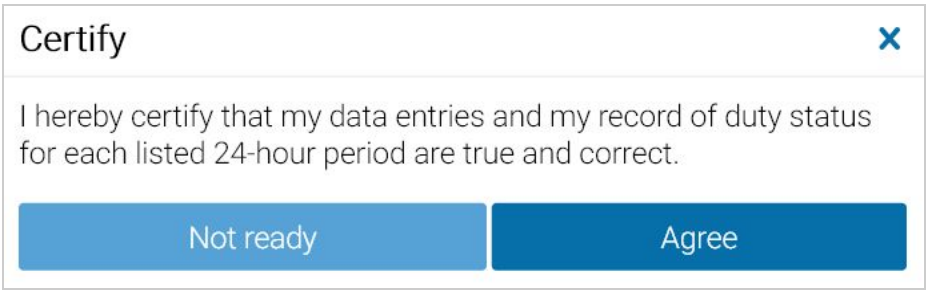
This is an example of a Malfunction or Diagnostic that would display for a driver.

For more instructions, review the Driver's Guide to Data Diagnostics & Malfunction Events or select the question mark beside each diagnostic/malfunction.

Logs Tab — Verifying Logs

The **Verify** button allows the driver to confirm that the logs recorded by the Drive App are accurate and valid. The button appears in the summary header of every daily group of logs.

Clicking the button will bring up the following screen:



Once the driver agrees, every log for the selected date will be set to the verified status. Verified logs will have a checkmark beside them, and the Verify button will be replaced with text reading "Verified".

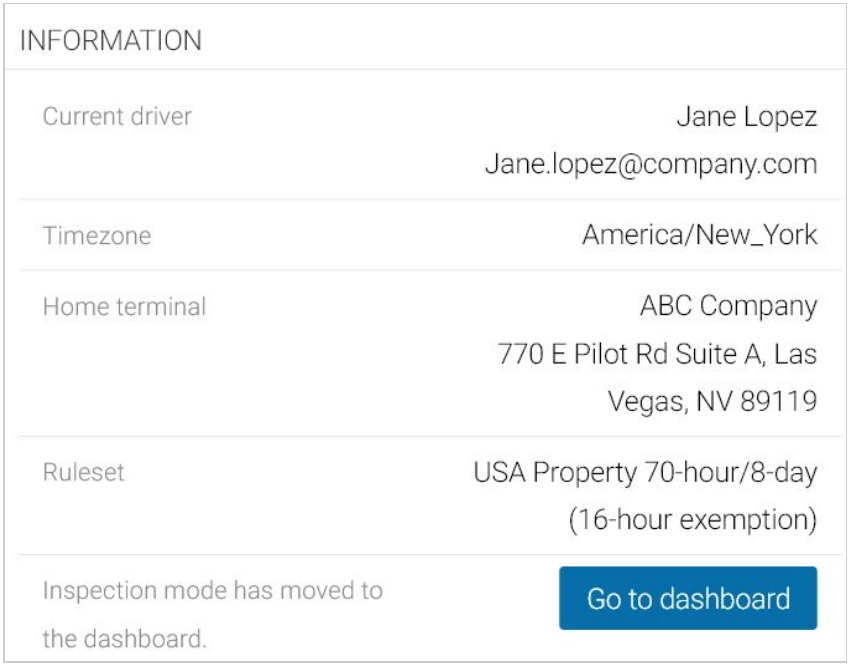
Note: Logs that are left unverified for over 14 days will disappear from the list and will no longer be available to the driver for verification electronically.

Note: The driver will be notified of unverified logs when logging out.

Options Tab

The Options tab provides quick access to the Drive App **Dashboard** where inspections, DVIRs and other operations are performed.

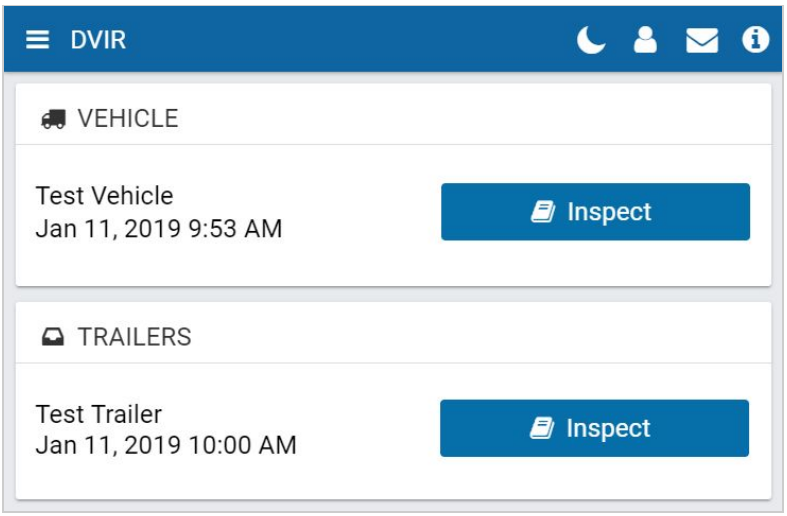
The Option tab also displays important driver information such as current ruleset and home terminal.

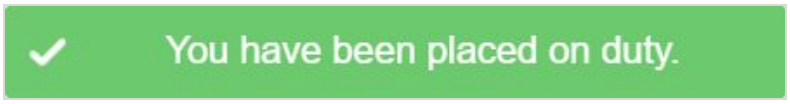


Creating a Driver Vehicle Inspection Report (DVIR)

Driver Vehicle Inspection Reports (DVIR) help you track the health of vehicles and trailers within your fleet.

DVIRs can be accessed from the Drive App **Dashboard** by selecting the **DVIR** tab. Once in the DVIR, press the **Inspect** button to begin inspecting a vehicle or trailer. The Drive App will guide you through all steps in the inspection. You can also find information on performing a DVIR here.

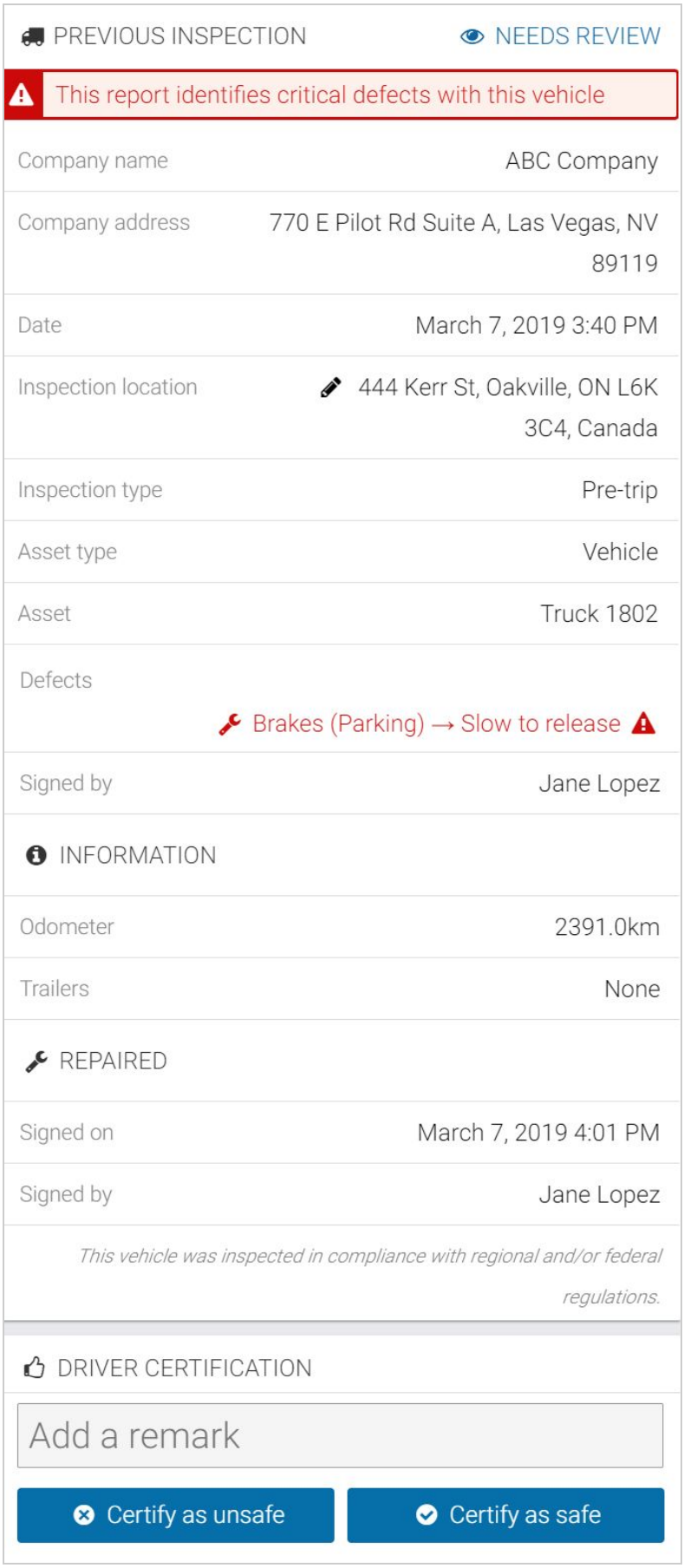




If you are performing a **Pre-trip** inspection shortly after logging in and have not manually set a duty status, your duty status will automatically switch to the **On Duty** status.

The new **On Duty** status is automatically annotated to reflect that a pre-trip inspection has occurred.

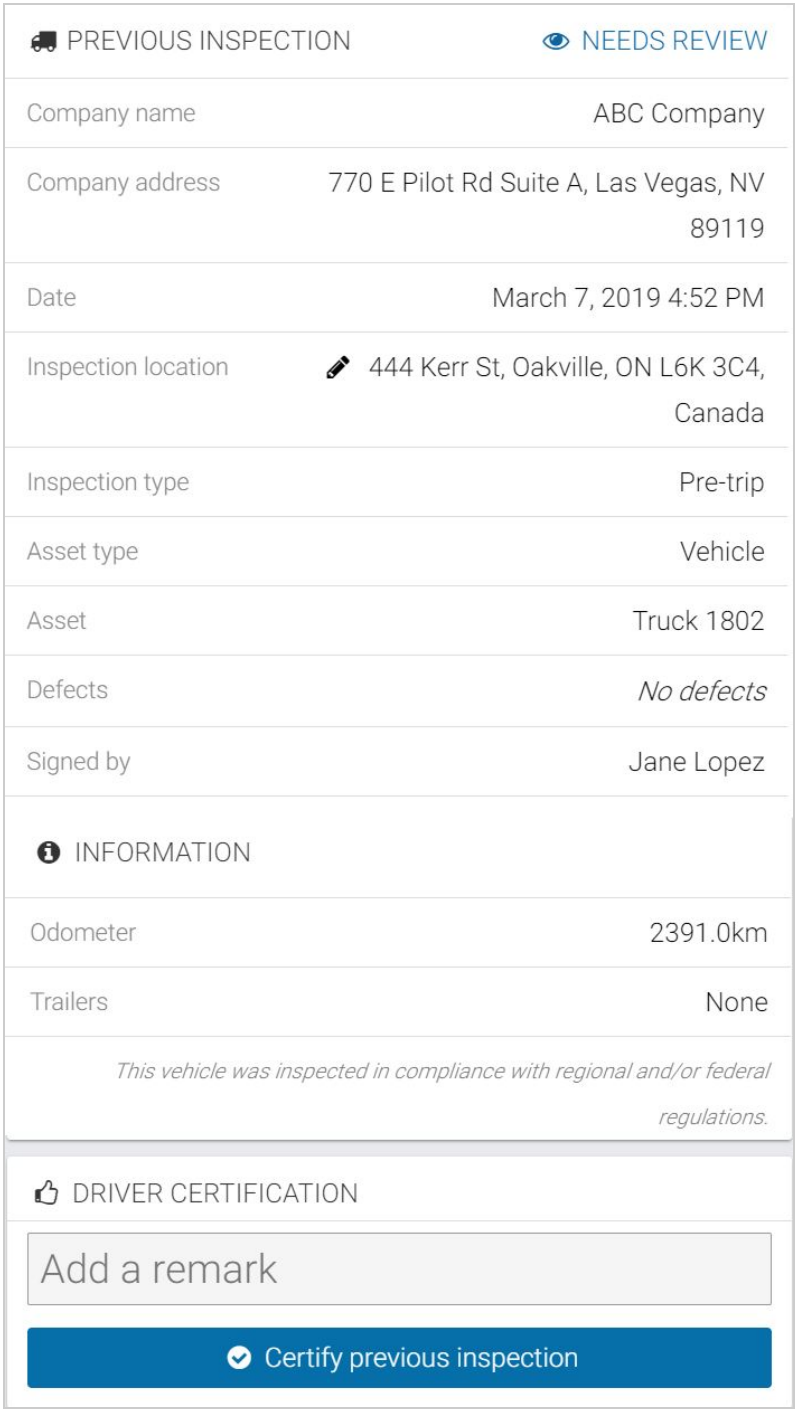
Before creating a new report, the driver must first sign off on the previous report to indicate that they are aware of the vehicle' defects history. If there were prior defects, the driver must review the repairs done and then indicate whether the vehicle is safe to operate or not.



A previous inspection with defects will need to be verified by the driver.

If necessary, select the pencil icon to edit the inspection location

Once the driver is certain about the status of the vehicle, they must certify that the vehicle is safe to operate, or unsafe to operate.



A previous inspection with no defects still requires verification by the driver.

However, the vehicle does not need to be certified as safe or unsafe.

After certifying a previous inspection, the driver must perform a new inspection.

Walk around the vehicle and record any defects found. If an uncovered defect is minor, proceed with your day; if an uncovered defect is critical, you must alert your manager before operating the vehicle.

If a critical defect is noted in the DVIR, the Drive App will show a warning on the lock screen to notify the driver of the affected vehicle.

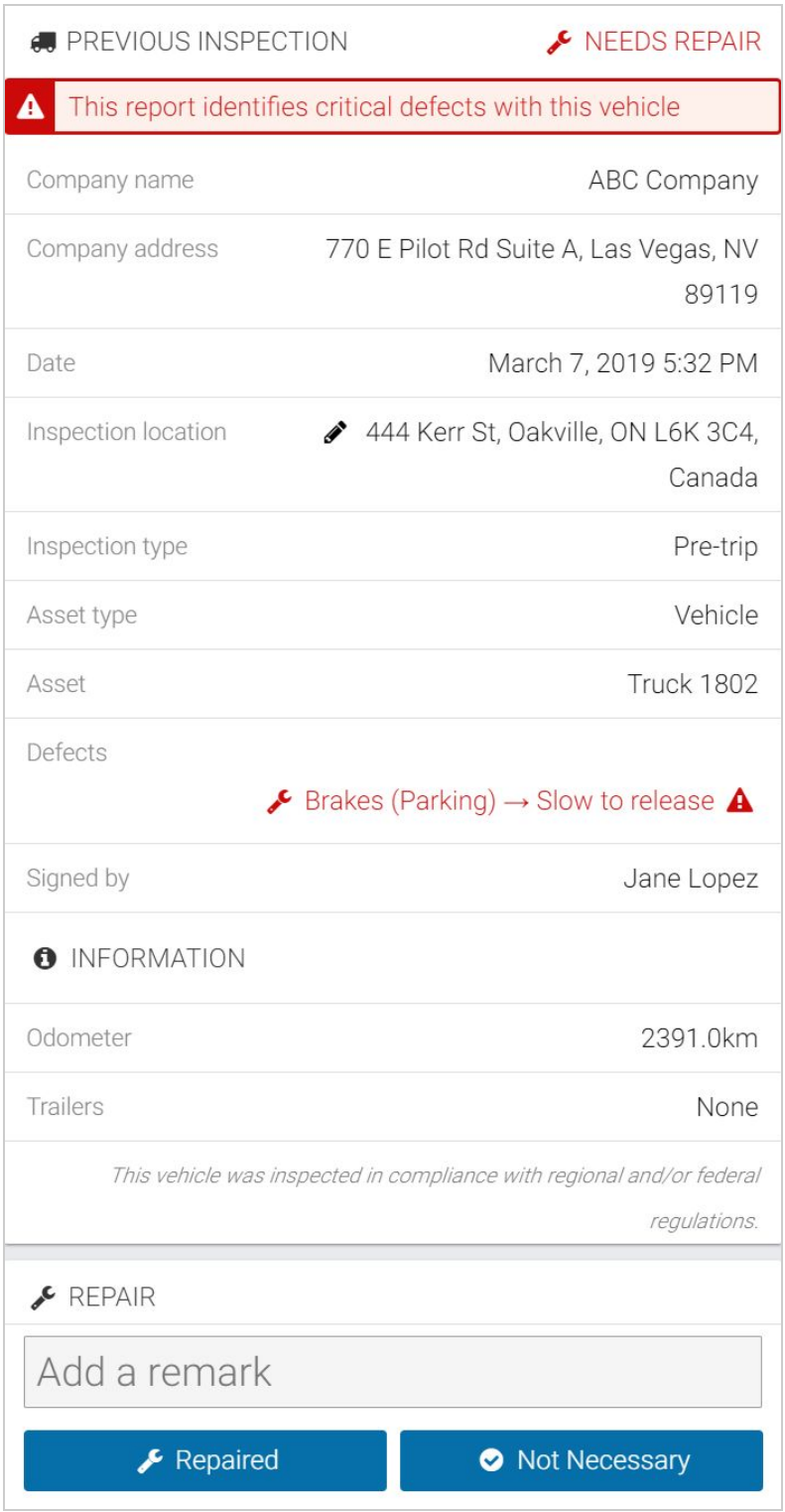
If your inspection has defects, a blue **Done** button displays.

In both cases, a pop-up displays indicating the inspection was completed successfully.

Performing Repairs

Repairs can only be logged by users with the proper clearances. If you are not authorized, please speak to your Manager. If the previous inspection included defects, they must be resolved on the new inspection.

You can begin logging a repair by pressing the red **Repair** button.



The inspection will list the specific defects discovered by the driver.

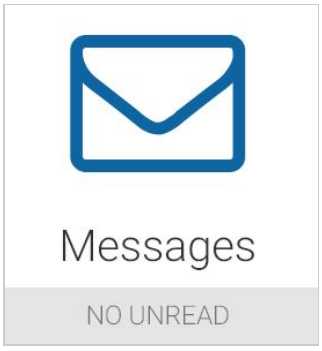
Once the repairs have been made, or if it the repairs were not necessary, add a remark to provide details about the resolution. Select **Repaired** or **Not Necessary**, depending on the resolution.

Once the repair has been logged, the DVIR page will place a **Repair complete** indicator beside the relevant asset.

Review

You can review previous DVIRs from the **Inspection Mode** page. On the **Dashboard**, scroll to the bottom of the page and select **Inspection**. Under the DVIR tab, select **Review** to view previous DVIRs.

Messages

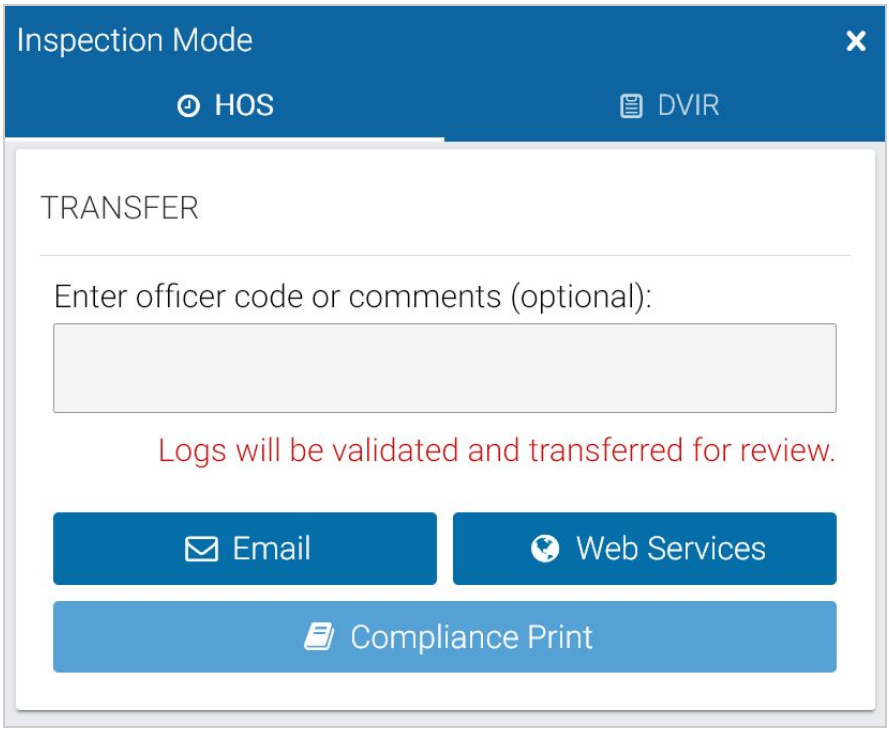


Your fleet manager can send messages and routes to your Drive App account. Check the Messages icon and the Messages page for new notifications. When a text message is received while a vehicle is in motion, the message is audible to the driver.

Roadside Inspections

The **Inspection** button is located at the bottom of the Dashboard next to the **Settings** button. Selecting the **Inspection** button enters **Inspection mode**, which provides information necessary for the completion of a roadside inspection. On the **Dashboard**, scroll to the bottom of the page and select **Inspection**.

If you are invited to a roadside inspection by law enforcement, you may be asked to provide up to eight (8) days of HOS logs (depending on your ruleset) for inspection.

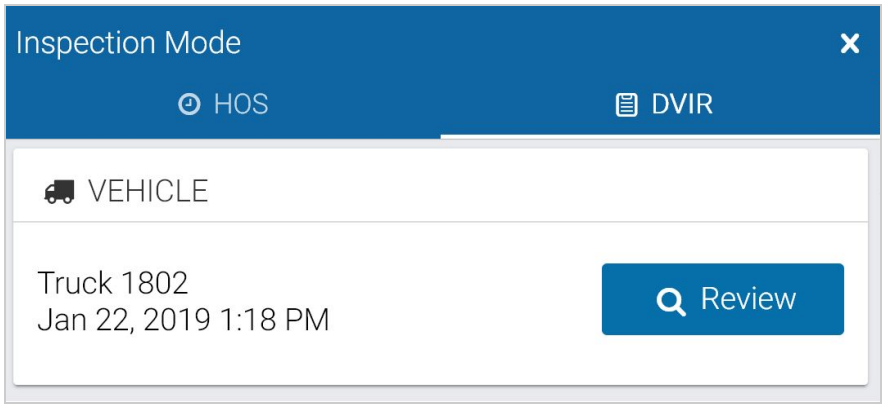


Enter the code provided by the Officer in the **Comments** field, and select **Email** or **Web Services** to transfer the report.

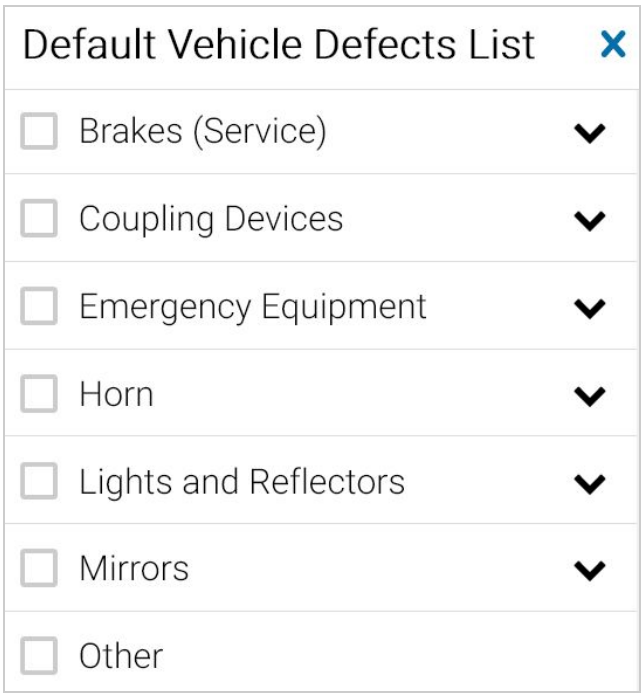
In the event that both transfer options fail, select **Compliance Print** to display the report on your mobile device.

Use the arrow buttons to move between days. Scroll through each report to display all information for that day.

Note: This feature can only be used during an inspection in the USA.



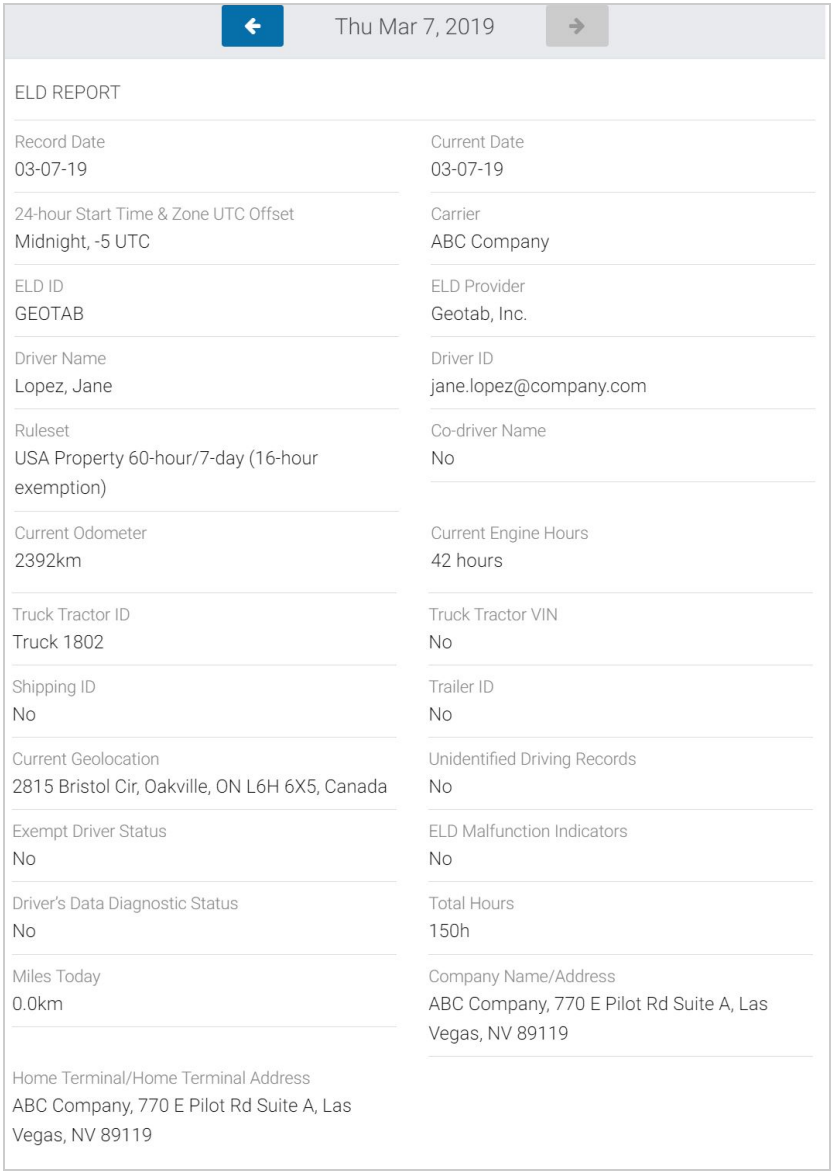
For quick access to the DVIR, select the DVIR icon at the top of the **Inspection Mode** screen, and select **Review**.



Scroll down and select **View** to see the list of defects used in the inspection.

Compliance Print

In addition to transferring logs, you may be asked to display a Compliance Report on your mobile device during a roadside inspection.



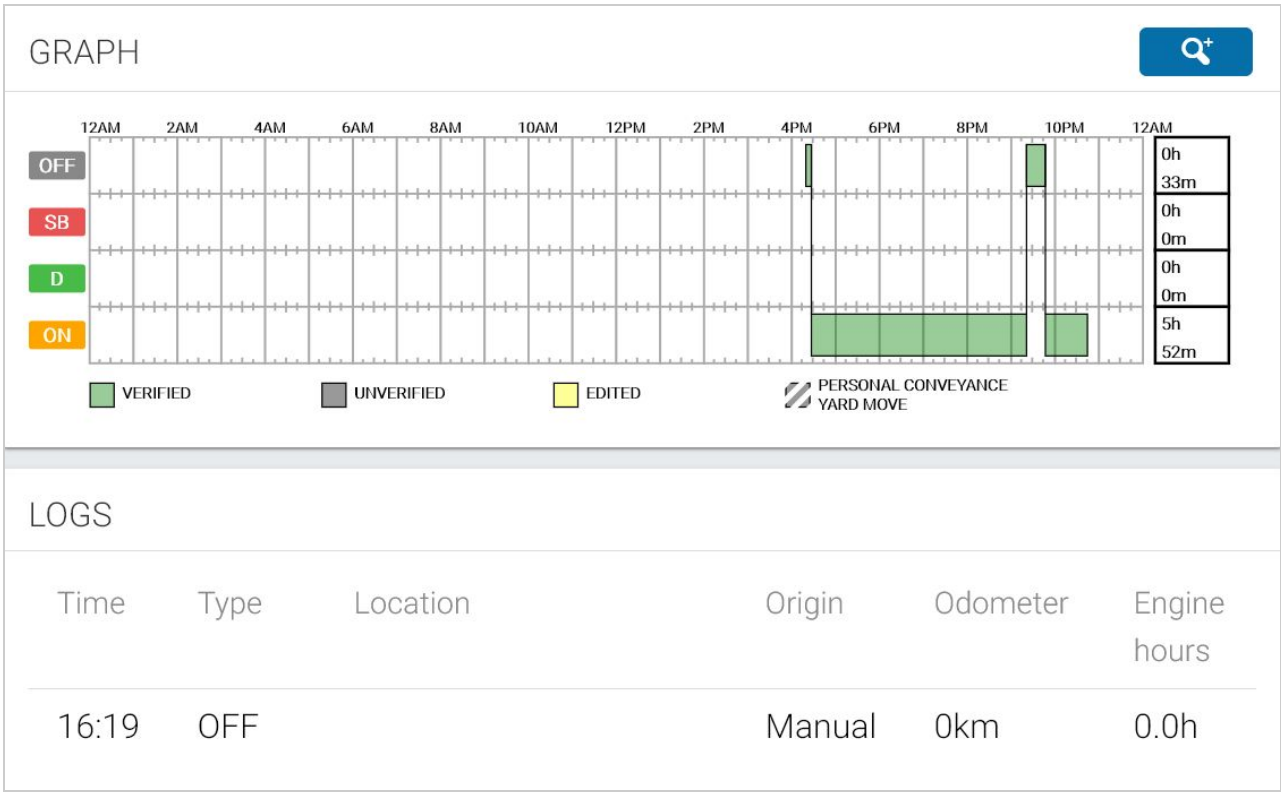
On the **Dashboard**, scroll to the bottom of the page and select **Inspection**.

Select **Compliance Print** to display the Compliance Report on your mobile device.

Use the arrow buttons to display up to eight (8) days of logs (for US rulesets) and up to fifteen (15) days of logs (for Canadian rulesets).

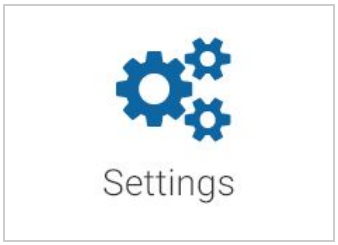
If the driver viewing the Compliance report has their Drive App language settings set to a non-English language, they are presented with a button that allows them to toggle the Compliance report into English.

Scroll down to the **Graph** to display your duty status over a 24-hour period for a given day, and your logs. When a driver applies Personal Conveyance exemption and drives the vehicle, the Compliance report does not count the odometer or engine hours for that duration.



Keep scrolling to display any unassigned logs or malfunctions.

Drive App Settings



The **Settings** page has basic information about your system, as well as options to change your password, enabling Night Mode, and report any bugs.

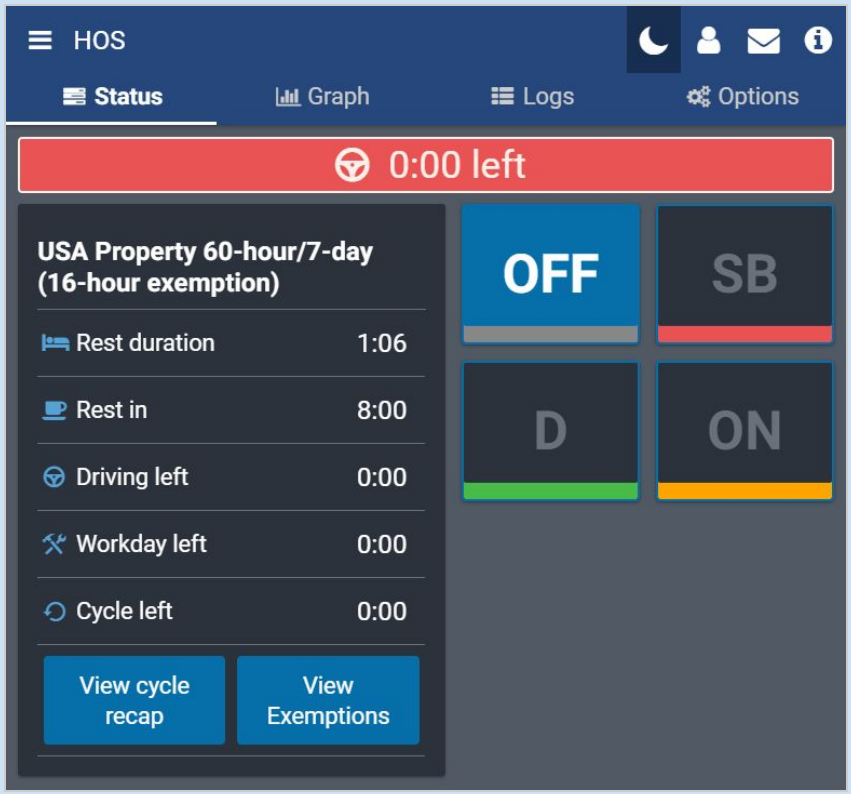
You can access the Settings page by clicking the gear icon from the Dashboard.

Updating the App

The Drive App is constantly updated with features and fixes. Generally, the Drive App should stay up to date on its own; however, in case it doesn't, you can force a manual update using the **Check for updates** button.

Enabling Night Mode

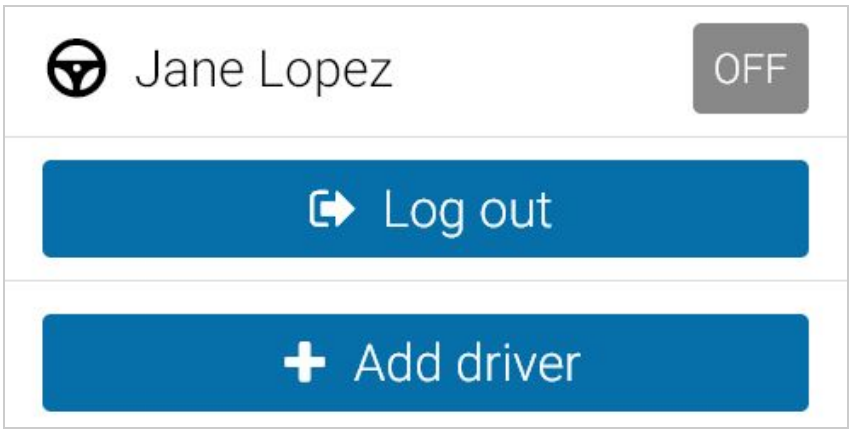
The Drive app can be optimized for viewing in low-light environments by enabling Night Mode.



If you are unable to view the option for night mode within your system settings, please contact your Administrator to enable **Feature Preview** for your account.

Logging Out

Logging out of the Drive App disassociates you from your vehicle. Any trips done in a vehicle while not logged in to the Drive App will not be identified with you.



You can log out of the Drive App by clicking your name and selecting **Log out** from the dropdown menu.

Before logging you out, the Drive App will ask you to do the following:

- Fill out a DVIR
- Verify your logs
- Set your HOS duty status

Complete a DVIR

Before you log out, you will be asked to complete a DVIR for your vehicle, similar to the DVIR workflow upon logging in. If you choose to skip the DVIR for your vehicle, the event is recorded in the **Audit Log**. If you are performing a post-trip inspection, your duty status will automatically switch to the **On Duty** status. The new **On Duty** status is automatically annotated to reflect that a post-trip inspection has occurred.

> **Note**: According to the FMCSA §396.11, a driver must prepare a DVIR at the completion of each day's work and shall submit those reports to the motor carrier upon his/her return to the home terminal. This does not relieve the motor carrier from the responsibility of effecting repairs and certification of any items listed on the DVIR, prepared at the end of each day's work, that would be likely to affect the safety of the operation of the motor vehicle.

Verifying Logs

You will be presented with 14 days of duty status logs — excluding logs that have already been reviewed — for verification. It is recommended that you verify your logs routinely, particularly at the end of a shift. However, you can skip log verification using the **Skip** button.4

Setting a New Duty Status

Finally, you will be reminded to set your duty status to an appropriate non-driving status.

Reporting Bugs

If you experience any issues while using the Drive App, use the **Report a bug** button on the Settings page to file a bug report. Your bug reports help us identify and resolve issues with the App.

Add-Ins

Add-Ins expand the capabilities of the Drive App by integrating third-party software with your system. For more information about Add-Ins, contact your Administrator.