How-to Start Your Day
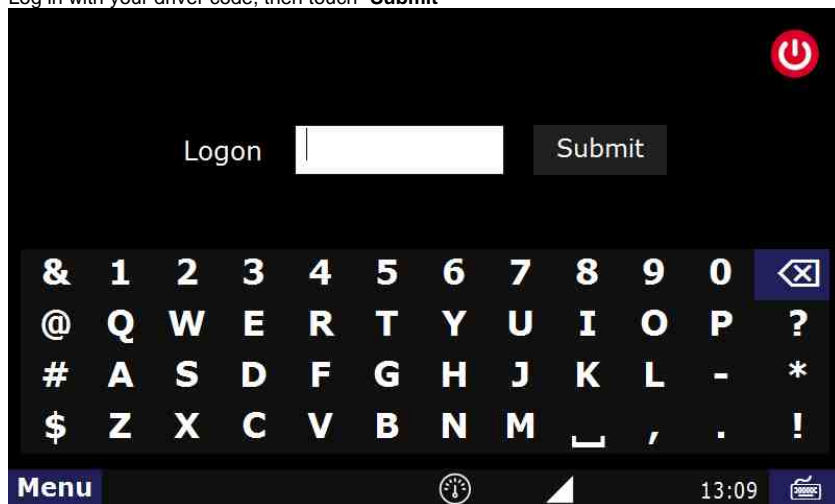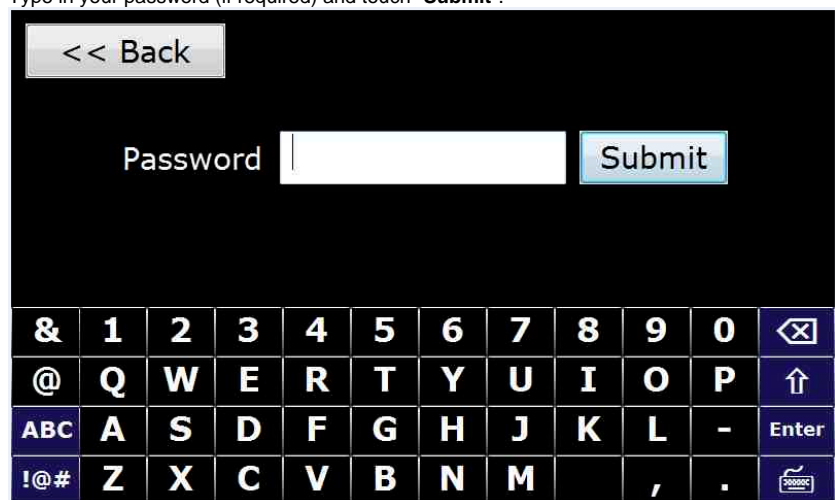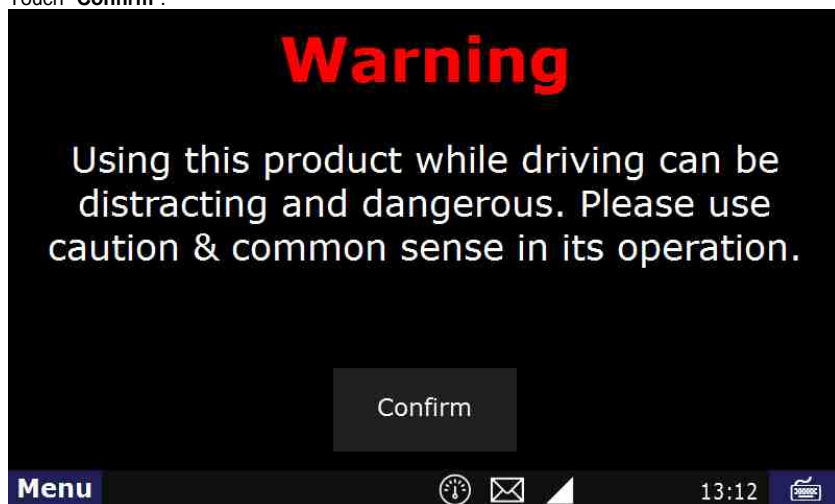
Step-by-step guide

1. Turn on your ignition
2. Log in with your driver code, then touch "**Submit**"

3. Type in your password (if required) and touch "**Submit**".

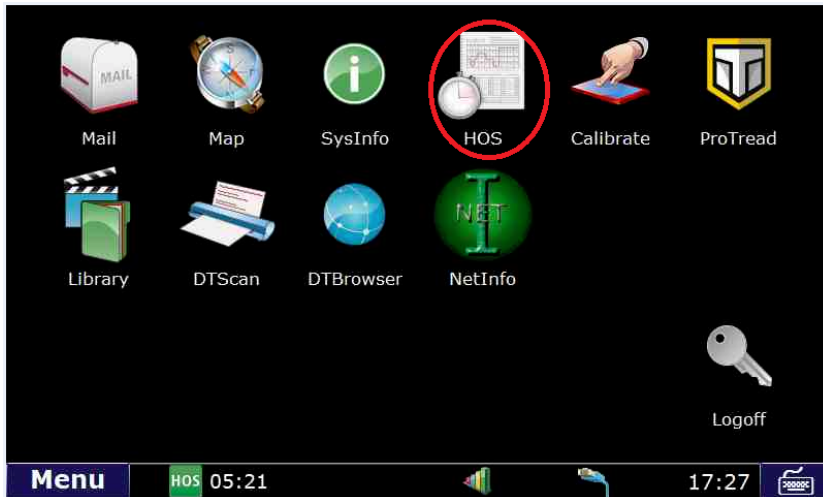4. Touch "**Confirm**".

You are now logged in but you are still most likely Off-duty.
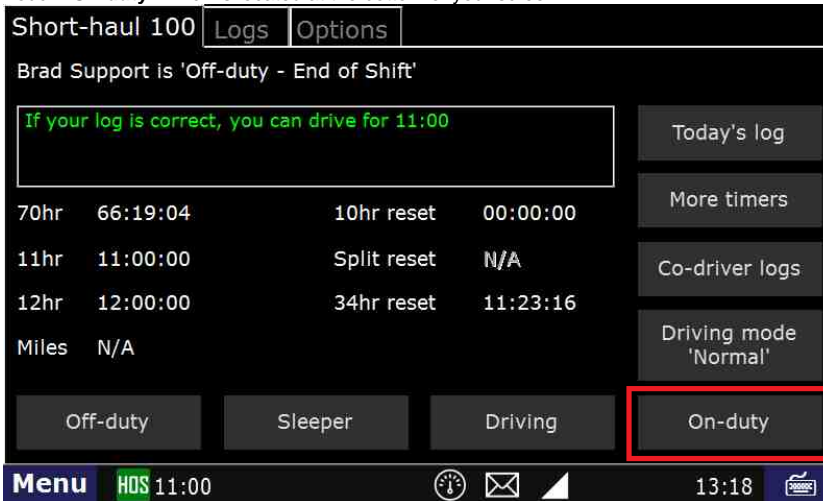
Enter an ON-DUTY STATUS

How-to Start Your Day

1. Touch the "**HOS**" button.

2. Touch "**On-duty**" which is located at the bottom of your screen.

3. Touch the "**BOL**" field.

How-to Start Your Day

4. Type in the **BOL** number.

5. Touch "**Submit**" – **THIS IS THE MOST IMPORTANT STEP OF ENTERING ANY STATUS.**
6. Touch the "Trailer" field.

7. Type in the trailer number.

8. Touch "**Submit**" – **THIS IS THE MOST IMPORTANT STEP OF ENTERING ANY STATUS.**
9. Touch "**Submit**" again.

How-to Start Your Day

10. Touch "**Yes**" when asked "Is this the beginning of your shift?"

<< Back

Is this the beginning of your shift?

*Note: You need to complete a pre-trip at beginning of your shift.

Yes   No

Menu   HOS 11:00   13:29

11. Touch "**Submit**" – **THIS IS THE MOST IMPORTANT STEP OF ENTERING ANY STATUS.**

<< Back   Submit

Time   13:20   More...   Trip detail

Status   On-duty

Location Salt Lake City,UT

Remark   Beginning of Shift/Pre-trip

Menu   HOS 11:00   13:30

12. You are now On-duty.

To Certify Yesterday's Log

1. Touch the "**Logs**" tab at the top of the HOS screen.

Short-haul 100 | Logs | Options

Prev   Next   View

Date	Miles	Off-duty	S.B.	Driving	On-duty
09/27	0.0	13:20:33	00:00:00	00:00:00	00:13:19
09/26	0.0	20:12:38	00:06:26	00:02:08	03:38:48
✔ 09/25	0.0	24:00:00	00:00:00	00:00:00	00:00:00
✔ 09/24	0.0	24:00:00	00:00:00	00:00:00	00:00:00
✔ 09/23	0.0	24:00:00	00:00:00	00:00:00	00:00:00
✔ 09/22	0.0	24:00:00	00:00:00	00:00:00	00:00:00
✔ 09/21	0.0	24:00:00	00:00:00	00:00:00	00:00:00
✔ 09/20	0.0	24:00:00	00:00:00	00:00:00	00:00:00

Menu   HOS 11:00   13:33

How-to Start Your Day

2. Open the graph for the previous day (09/26 in this example) by touching on that date.

00:00:00 Off-duty - End of Shift - Salt Lake City,UT
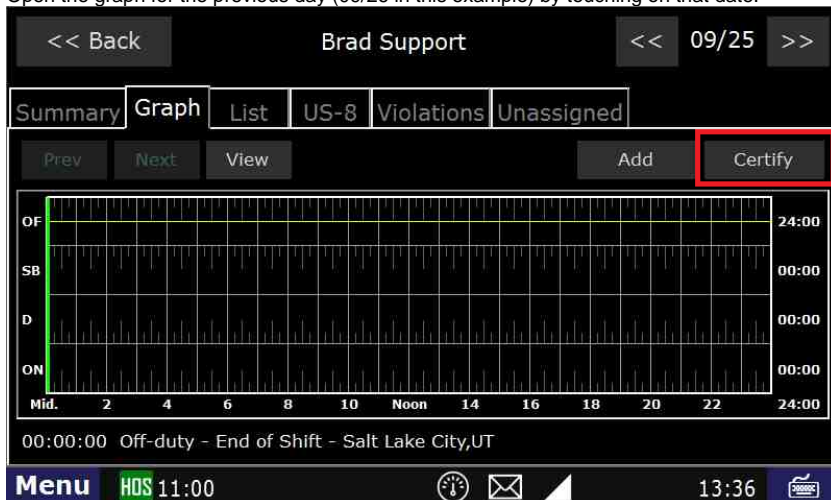
3. Touch the "**Certify**" button on the right hand side of the screen.
4. Touch "**Agree**".

I hereby certify that my data entries and my record of duty status for this '09/25' 24-hour period are true and correct.

5. Your logs for the date selected are now certified. You can verify this by the green check mark next to the date.

Related articles

- How does the unit warn for Personal Use limits?
- How-to send HOS ELD logs to Enforcement Officer for Roadside Audit
- Why do I see events from other trucks on my log for today?
- Who can Certify an HOS log?
- What is Required to Trigger an Auto-Arrival (Workflow)?

Back to The Top
Home