

# How to Approve or Reject log edits from the ELD

## Question:

How do I Approve or Reject a log edit sent from the office?

## Answer:

1. When you log in and go to HOS, you will see the Logs tab with a star

US-8 Logs Options

Brad Support is 'Off-duty - Break'

You're out of on-duty time - do NOT drive!

Today's log

More timers

Co-driver logs

Driving mode 'Normal'

70hr	62:15:50	10hr reset	09:52:29
11hr	06:17:30	Split reset	N/A
14hr	00:00:00	34hr reset	33:52:29
8hr	01:08:19	30min reset	00:22:29

Off-duty Sleeper Driving On-duty

Menu HOS 00:00 15:40

2. Tap on the Logs tab with the star. Then the date with the star next to it.

US-8 Logs Options

Prev Next View

Date	Miles	Off-duty	S.B.	Driving	On-duty
01/13	0.0	08:57:11	00:00:00	04:42:30	02:01:40
01/12	0.0	23:00:00	00:00:00	00:00:00	01:00:00
01/11	0.0	24:00:00	00:00:00	00:00:00	00:00:00
01/10	0.0	18:38:34	00:00:00	03:25:28	01:55:58
01/09	0.0	21:36:18	00:00:00	02:03:32	00:20:10
01/08	0.0	19:33:01	00:00:00	04:14:21	00:12:38
01/07	0.0	24:00:00	00:00:00	00:00:00	00:00:00
01/06	0.0	20:33:00	00:00:00	03:00:13	00:26:47

Menu HOS 00:00 15:41

3. Tap on the Time with the star next to it.

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Summary Graph List US-8 Violations Unassigned

Prev Next View Classic Approve Certify

Time	Event Type/Status	Remark
23:00:00	On-duty - Just cuz - Log correction	
00:00:00	Off-duty - End of Shift	

Menu HOS 00:00 15:42

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4. In the next screen, Tap on the "Approve/Reject" button.

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Approve/Reject

Status time 23:00 01/12

Current value On-duty

Before change Off-duty

Changed at 15:31 01/13

Changed by campbell,brad

Reason changed Log correction

Menu HOS 00:00 15:44

5. You can now decide whether or not to approve the status change.

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Approve status change from  
'Off-duty' to 'On-duty'?

Yes No

Menu HOS 00:00 15:51

6. You will then need to certify the log with the changes.

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Summary Graph List US-8 Violations Unassigned

Prev Next View Classic Add Certify

Time	Event Type/Status - Remark
23:30:00	Driving (manual) - Driving
23:00:00	On-duty - Just cuz - Log correction
00:00:00	Off-duty - End of Shift

Menu HOS 00:00 15:59

## 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 \(Workflow\)?](#)