

# How-to go into On-Duty From the HOS Graph (Text Version)

## How-to go On-Duty From the HOS Graph (Text Version)

### Step-by-step guide

1. From the Graph tab in the HOS application, touch the "Add" button.
  - a. If prompted, enter your location into the location field.
2. Touch "On-Duty" from the list of available duty statuses on the "Select Duty Status" screen.
3. Enter your BOL, Co-driver (if applicable) and Trailer(s) into the provided fields and touch "Submit."
4. Answer "Is this the beginning of your shift?" with either "Yes" or "No" and follow the prompts.
5. Select from the list of remarks on the "Select Remark" page or choose "Other" to add a custom remark.
6. Follow the prompts and touch "Submit."

You are now back at the HOS Graph tab and your status is now "On-Duty".

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