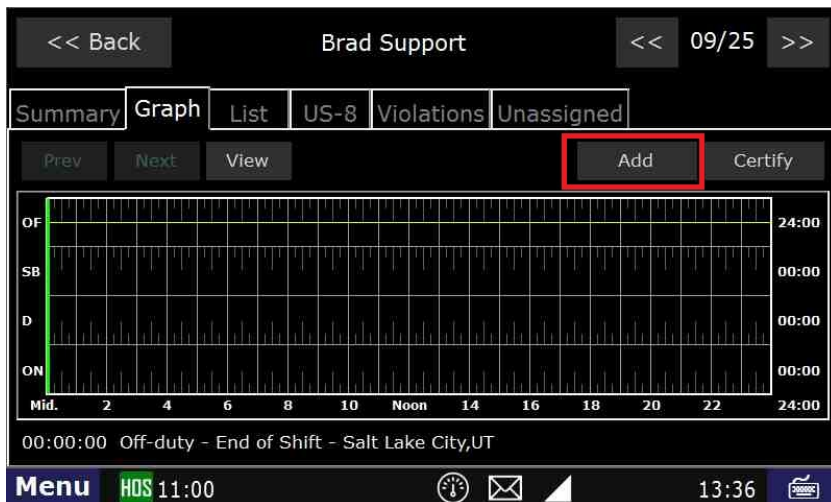


How-to go On-Duty From the HOS Graph

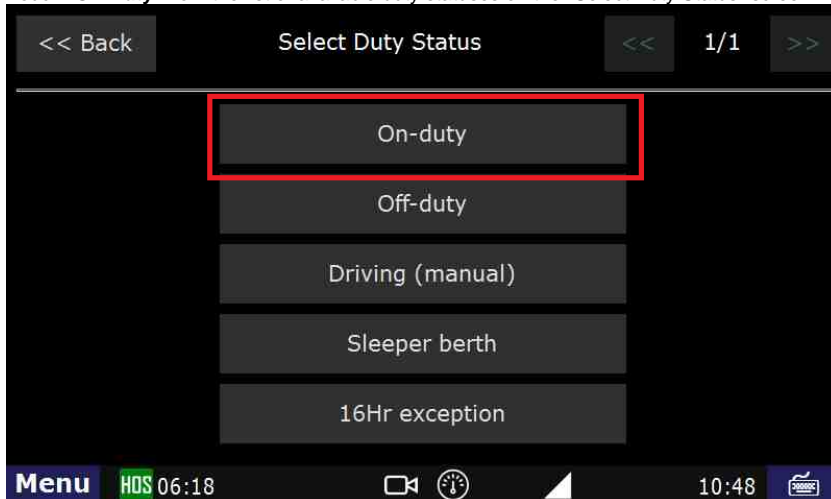
How-to go On-Duty From the HOS Graph

Step-by-step guide

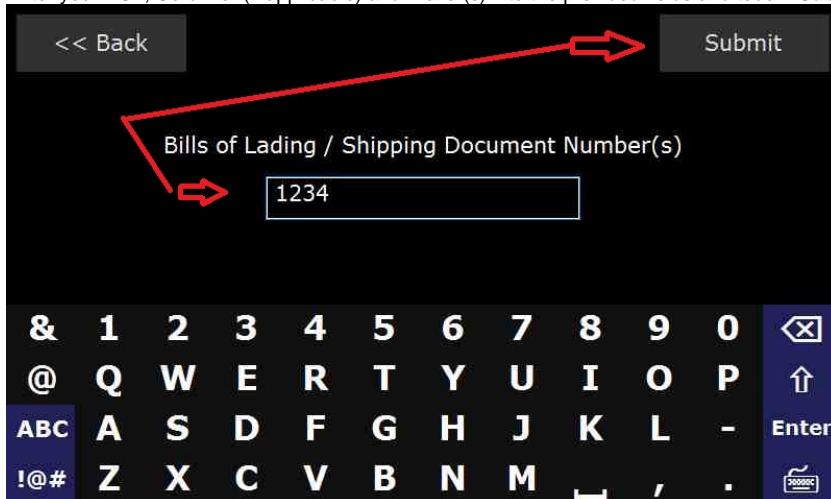
1. From the Graph tab in the HOS application, touch the **"Add"** button.
 - a. If prompted, enter your location into the location field.



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."**



How-to go On-Duty From the HOS Graph

4. Answer "Is this the beginning of your shift?" with either "Yes" or "No" and follow the prompts.

A screenshot of a mobile application interface. At the top left is a '<< Back' button. The main text asks 'Is this the beginning of your shift?' followed by a note: '*Note: You need to complete a pre-trip at beginning of your shift.' Below the note are two buttons: 'Yes' (highlighted with a red rectangle) and 'No'. At the bottom is a dark navigation bar with a 'Menu' button, a green 'HOS' status indicator, the time '11:00', and various system icons on the right.

5. Select from the list of remarks on the "Select Remark" page or choose "Other" to add a custom remark.

A screenshot of the 'Select Remark' page in the application. It features a grid of buttons for selecting remarks: 'Beginning of Shift/Pre-trip', 'Fuel Stop', 'Exemptions...', 'Inspection...', 'Mechanical', 'Compliance', 'Load', 'Detention', 'Accident', 'Unload', 'Customer Check In/Out', 'Other', 'Drop and Hook', and 'Training...'. The top of the screen has '<< Back', 'Select Remark', and '>>' buttons, along with a '1/1' indicator. The bottom navigation bar is similar to the previous screenshot, showing 'Menu', 'HOS' status, and the time '06:02'.

6. Follow the prompts and touch "Submit."

A screenshot of the 'Submit' screen. It has a '<< Back' button at the top left and a 'Submit' button at the top right. Below these are four input fields: 'Time' (with value '10:58' and a 'More...' button), 'Status' (with value 'On-duty'), 'Location' (with value 'West Valley City,UT'), and 'Remark' (with value 'Drop and Hook'). A 'Trip detail' button is located to the right of the 'Time' field. The bottom navigation bar shows 'Menu', 'HOS' status, and the time '06:00'.

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

How to add a duty status from the HOS graph

Related articles

- [Why did my workflow go to my Inbox and not my Work tab?](#)
- [Why can't I add a status when I stop driving?](#)
- [Why am I being auto-removed from Yard Move?](#)
- [Who can Certify an HOS log?](#)
- [What triggers an event that is recorded by the camera?](#)