The **Logs** page provides the ability to view all of your driver's daily driving logs and documentation. This tab also allows you to create, update, and delete records as needed in addition to printing driving logs. Any changes made within this tab are updated and synced in near real time to the VisTracks app for the affected driver.

The **Logs** page can be manually refreshed using the **Refresh** button within the site header.

A. Log Entry Actions

Certifying Log Entry
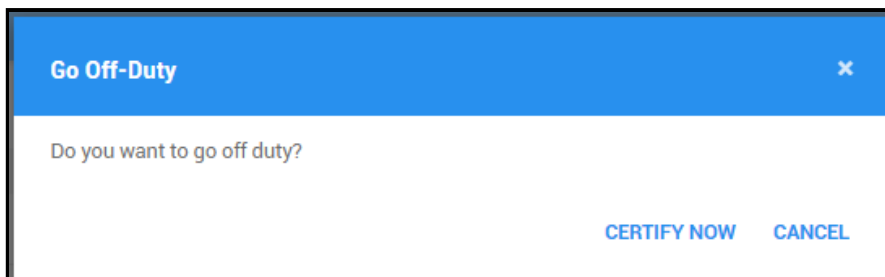
Click on the **Certify Log** button to certify current log entry on the grid chart or a particular log entry from the list of uncertified logs. .
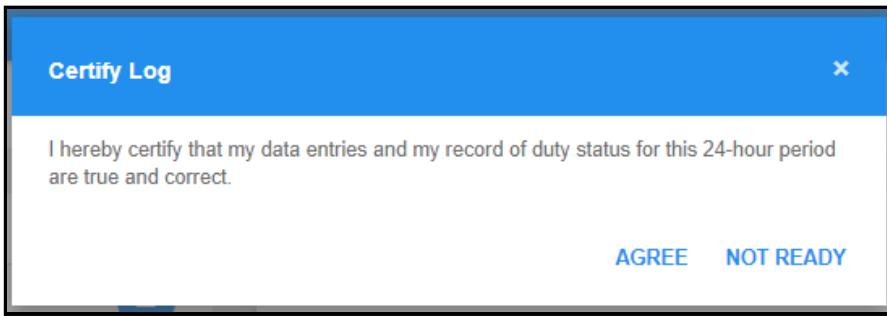

Select the **Certify Now** button, if the current status is Driving, a dialog will pop-up to confirm changing the status to off duty.

Choose the **Cancel** button to cancel changing the status.

The **Certify Log** dialog will then appear.

Click **Agree** button to confirm certifying a daily log.

Choose **Not Ready** button to cancel certifying a log.

The **Daily Log PDF report** will then be generated.

The log entry will be certified and the appearance of action button will switch to 'Uncertify Log'. PDF file export can be available and certain log entry will no longer display on the list of uncertified logs.

Uncertifying Log Entry

Click **Uncertify Log** button to uncertify the selected daily log and reopen the said log for editing.

 Note: Only driver logs that have not yet been certified can be edited, If a user wants to edit an entry for a day that's already certified, a warning dialog will launch the "Uncertify Log" dialog before letting the edit occur.

The **Uncertify Log** dialog will then appear.
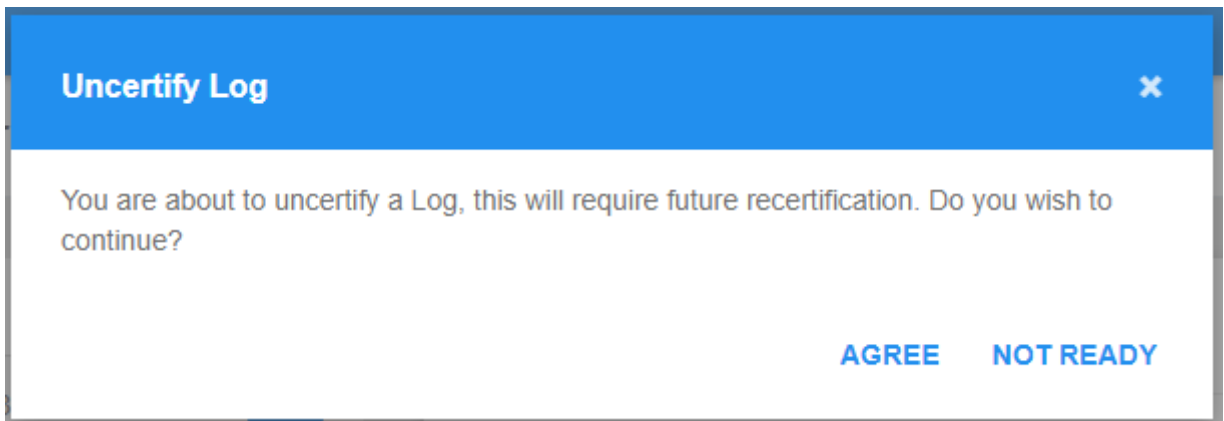
Click **Agree** button to confirm uncertifying a daily log.

Choose **Not Ready** button to cancel uncertifying a log.

The log entry will be uncertified and the appearance of action button will switch to 'Certify Log'. PDF file cannot be viewed unless log is certified by the driver.

Viewing the Certified Log Entry

Click on the **PDF** button to view the current log entry that has been certified by the driver.

The log will be opened in a new tab as a **PDF file**

XYZ

DRIVER'S DAILY LOG
(24 HOURS)

Record Date:	1-Oct-18	Driver ID:	bailey.doe@driver.com
Driver Name:	Bailey Doe	Driver License Number:	10TFAWD223S011124
Driver License State:	AS	Co-Driver ID:	
Co-Driver Name:		Exempt Driver Status:	No
Trailer ID:		Truck Tractor ID:	Truck3
Truck Tractor VIN:	2B4FK41G9GR834806	Unidentified Driver Records:	No
Carrier:	Account01	DOT #:	123456789
Time Zone:	America/Regina	24 Period Starting Time:	000000
Time Zone Offset from UTC:	-06:00	Miles Today:	0 mi
Shipping ID:		Print/Display Date:	2-Oct-18
Main Office Address:	1950 St Jean Baptiste St Deerpark CO 49503	Shipper and Commodity:	
Home Terminal Address:	1950 St Jean Baptiste St Deerpark CO 49503		
ELD Manufacturer:	VisTracks®	ELD ID:	HOS001
Start - End Odometer:		Start - End Engine Hours:	0.0 - 0.0
ELD Malfunction Indicators:	No	Data Diagnostic Indicators:	No
Current Location:			

```
   M  1  2  3  4  5  6  7  8  9  10 11  N  1  2  3  4  5  6  7  8  9  10 11  M
OFF                                        24:00                              24:00
SB                                                                            00:00
D                                                                             00:00
ON                                                                            00:00
                                                                              24:00
```

Exception(s): None

Time	Location	Duration	Odometer	Engine Hours	Event Type/Status	Origin
12:00 AM		24h 00m	0	0	*OffDuty	Driver
07:49 PM			0	0	Certify	Driver
10:22 PM			0	0	Certify	Driver

©2018 VisTracks® Page 1 of 2

*Edited entries
Inactive: IC=Changed, ICR=Change Requested, ICJ= Change Rejected

Shipping Documents

B/L or Manifest No:
Shipper and Commodity:

------ *USE TIME STANDARD AT HOME TERMINAL*

Enter name of place you reported and where released from work and when and where each change of duty occurred
From:
To:

Driver or Agent Reporting:	Bailey Doe
Company Name:	Account01
Address:	1950 St Jean Baptiste St Deerpark CO 49503

I Certify these entries are true and correct:

_____
Driver's Signature

Click on the download icon to download the file.

B. Filtering the Logs

Filter by Date

Select a date from the **Date Picker** .
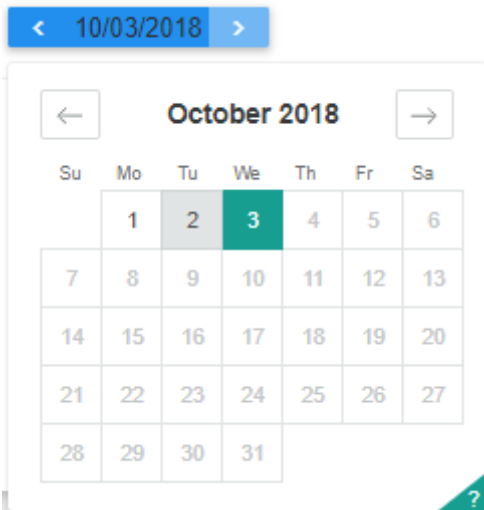
The **Logs** page will then be updated to only show the specific results which fall under the applied filter.

Filter by Event Types

By default, all **Secondary Events** are not displayed in the logs data table. These secondary events include: MalTimeClear, DiagMissingClear, DiagSync, PowerOff, DiagMissing, MalSync, ClearYM, MalSyncClear, MalRecord, ClearPCYM, MalPos, ClearPC, MalPowerClear, DiagSyncClear, MalTime, MalPosClear, DiagUnidentified, PowerOn, ClearPCorYM, MalPower. Only **Primary** or **Driving Events** are shown by default. These events include: OnDuty, Remark, SleeperBerth, Certify, OffDuty, YardMoves, WaitingAtSite, OffRoad, Login Driving, PersonalUse, OnRoad, Logout, PowerOffRP, PowerOnRP, Inter, InterRP.

Click on the **Show All** filter to toggle the display of Secondary Events. Unchecking the option will filter back to Primary or Driving Events.

☐ Show All

The Logs page will then be updated to show results which fall under the applied filter.

C. Current Log's Grid Chart

The **Grid Chart** is the visual representation of the series of events that have occurred over the current log period. Events are recorded as lines on the grid chart with respect to the time it occurred, ended and its duration. Below are the contents of the Grid Chart.
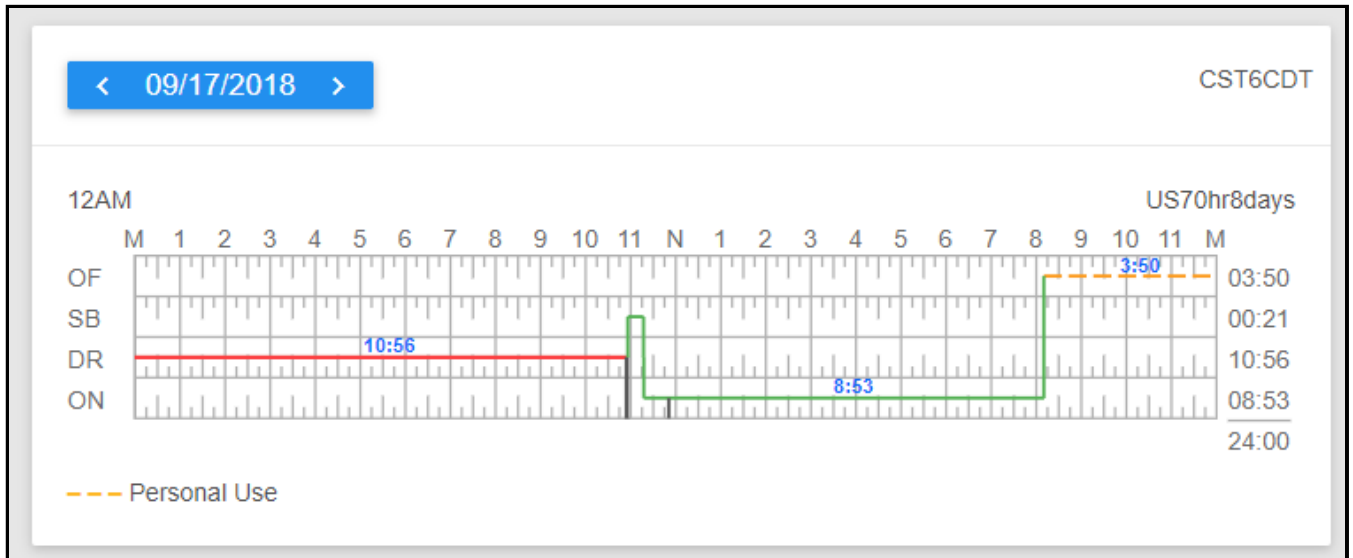
Header

The **Start Time of Day** of the Current Log.

The **Cycle** used by the driver.

Grid Chart

Contains the line over time representation of the events. The line color varies per the following conditions:

- **Solid Green** is the default line color.
- **Solid Red** lines denote violations that occur under the **US** Region.
- **Solid amber** lines denote violations that occur under the **Canada** Region.
- **Dashed amber** lines denote **Personal Conveyance** events.
- **Dotted amber** lines denote **Yard Moves** events.

Personal Use and **Yard Moves** legend

Exceptions for the current log

Events History List

Corresponding events in the Grid Chart are displayed on the **Event History List**

09/17/2018

CST6CDT

12AM

US70hr8days

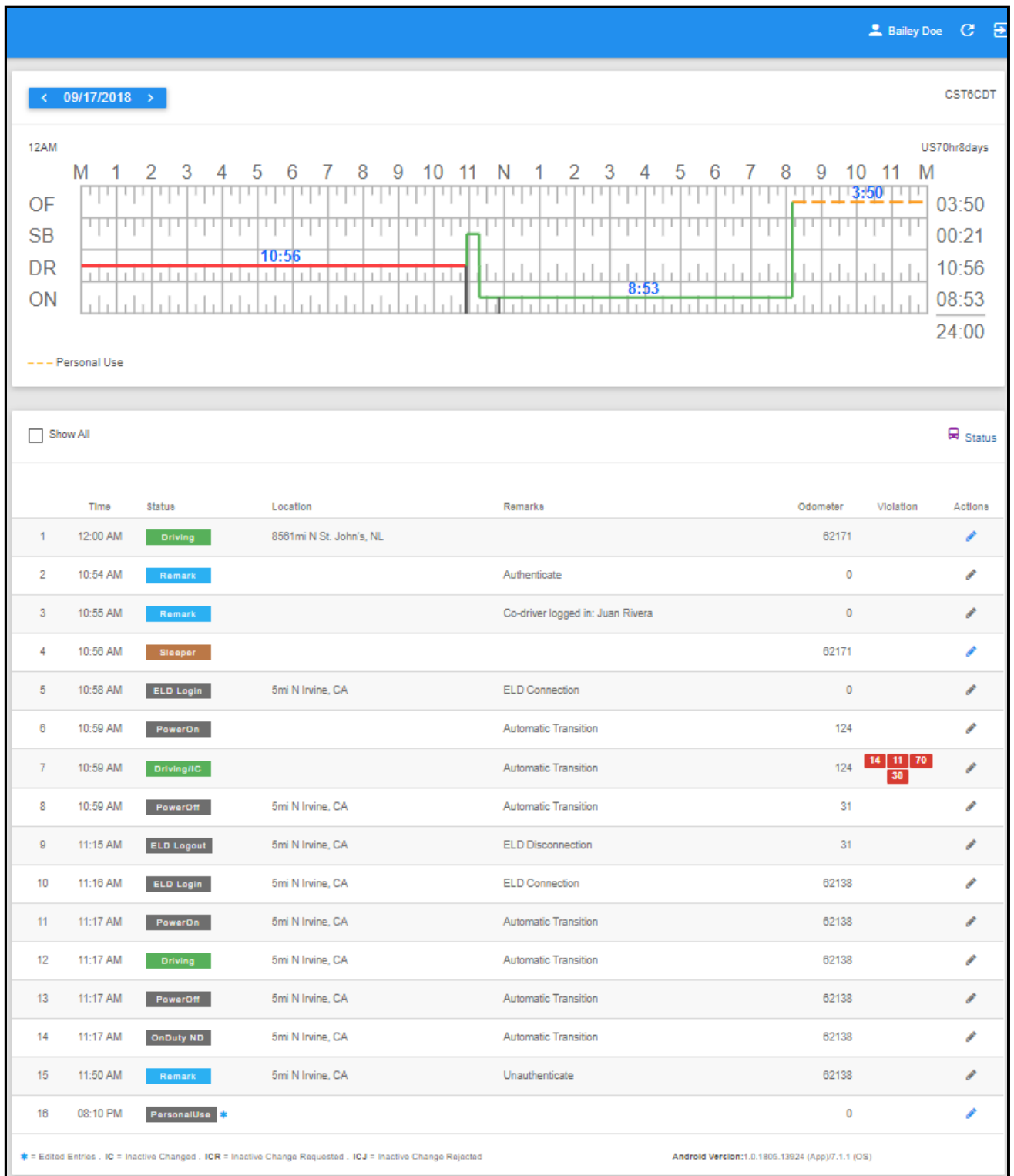|	M	1	2	3	4	5	6	7	8	9	10	11	N	1	2	3	4	5	6	7	8	9	10	11	M	
OF																								3:50		03:50
SB																										00:21
DR						10:56																				10:56
ON																	8:53									08:53
																										24:00

– – – Personal Use

☐ Show All

🚌 Status

	Time	Status	Location	Remarks	Odometer	Violation	Actions
1	12:00 AM	Driving	8561mi N St. John's, NL		62171		✏
2	10:54 AM	Remark		Authenticate	0		✏
3	10:55 AM	Remark		Co-driver logged in: Juan Rivera	0		✏
4	10:56 AM	Sleeper			62171		✏
5	10:58 AM	ELD Login	5mi N Irvine, CA	ELD Connection	0		✏
6	10:59 AM	PowerOn		Automatic Transition	124		✏
7	10:59 AM	Driving/IC		Automatic Transition	124	14 11 70 30	✏
8	10:59 AM	PowerOff	5mi N Irvine, CA	Automatic Transition	31		✏
9	11:15 AM	ELD Logout	5mi N Irvine, CA	ELD Disconnection	31		✏
10	11:16 AM	ELD Login	5mi N Irvine, CA	ELD Connection	62138		✏
11	11:17 AM	PowerOn	5mi N Irvine, CA	Automatic Transition	62138		✏
12	11:17 AM	Driving	5mi N Irvine, CA	Automatic Transition	62138		✏
13	11:17 AM	PowerOff	5mi N Irvine, CA	Automatic Transition	62138		✏
14	11:17 AM	OnDuty ND	5mi N Irvine, CA	Automatic Transition	62138		✏
15	11:50 AM	Remark	5mi N Irvine, CA	Unauthenticate	62138		✏
16	08:10 PM	PersonalUse ✴			0		✏

✴ = Edited Entries . IC = Inactive Changed . ICR = Inactive Change Requested . ICJ = Inactive Change Rejected   Android Version:1.0.1805.13924 (App)/7.1.1 (OS)

Hover over a **Violation Icon** to show its description.

6	10:59 AM	PowerOn		Automatic Transition	124		✏
7	10:59 AM	Driving/IC		Automatic Transition	30 Minute Rest Break Violation at 17-Sep-18 10:59	11 70 30	✏
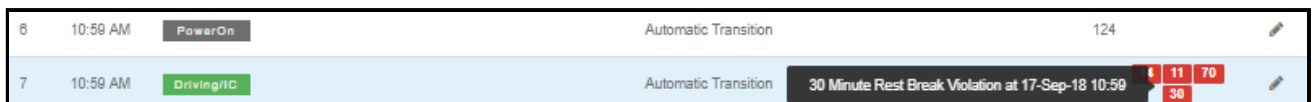
Adding Status

Click **Status** to add new event on the log.

🚌 Status

The **Create Status** pop-up dialog will then show.

Create Status ✕

Date
2018-09-17

Time
10:48 AM

Status
OFF DUTY ▼

Odometer
0

City
City

State
Select State/Province ▼

☐ Personal Conveyance ☐ Yard Moves

Note
Note

Reason for Edit
Select Reasons ▼

SAVE   CLOSE

Select the **Time** for the status.

Time

11:00 PM

^   ^   ^

11   00   PM

∨   ∨   ∨

Select the **Status** from the drop-down list.

Status

OFF DUTY ▲

OFF DUTY

SLEEPER

DRIVING

ON DUTY ND

Add a value for the **Odometer** field. This is required for **Driving** events.

Odometer

0

Fill in the **City** field. This is required to enable the **State** field.

City	State
City	Select State/Province ▼

Select the name of the **State** from the drop-down list.

You can check the following options to enable special driving events.

> **Personal Conveyance -** Once checked the Yard Moves checkbox will be disabled. Selection of this option will be recorded within the events history.

☐ Personal Conveyance

> **Yard Moves -** If this is enabled, the status will be set to Off Duty automatically and will disable the Personal Conveyance check box. selection of this option will be recorded within the events history.

☐ Yard Moves

Note: These events can also be cleared from the portal, disabling these options will record the following in the events history list accordingly: ClearYM/IC and ClearPU/IC.

Fill in the **Note** field

Note

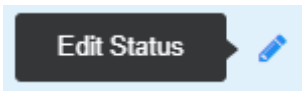Select a **Reason Code** from the drop-down list.

Click on the **Save** button to successfully add the status. Click **Close** button to discard the adding of status.

The **Status** will then be added on the events history list.

Editing Status

Click on the **Edit Status** icon. Automatic events created by the app are not editable except for Driving event.

The **Update Status** dialog will then show. Modify the fields as you would do in Adding Single Status.

Update Status

Date	**Time**
2018-09-13	09:30 AM
Status	**Odometer**
DRIVING ▼	62171
City	**State**
8561mi N St. John's	Nuevo Leon ▼

☐ Personal Conveyance   ☐ Yard Moves

Note

Note

Reason for Edit

Select Reasons ▼

SAVE   CLOSE

Click on the **Save** button to successfully update the status. Click **Close** button to discard the edit.

SAVE   CLOSE

Events Legend

When the Motor Carrier requests an edit or add on the driver's records electronically, it informs the driver by displaying the **Pending Request(s)** dialog in the app. Modified events marked with an **(*)** cannot be edited unless accepted by the driver on the **HOS Application** .

However in the portal, the added or edited event displays on the **Events History** with these marks:

✱ = Edited Entries . IC = Inactive Changed . ICR = Inactive Change Requested .   Android Version:1.0.1805.13924 (App)/7.1.1 (OS)

ICJ = Inactive Change Rejected

- **Inactive Change Request (ICR)** - means the the requested event still needs an approval from the driver.

- **Inactive Change Rejected (ICJ)** - means that the requested edit has been rejected by the driver.

- **Inactive Change (IC)** - means that these events have been edited and replaced by the driver in the app, hence they are inactive.

When a driver used an android application, the Android operating system and HOS application versions will

appear beside the event legend. If a driver used an iOS operating system and HOS application versions will appear beside the event legend.

Status Definitions

Driving events:

- OffDuty
- Sleeper
- Driving
- OnDuty ND
- WaitingAtSite : Waiting at Well Site (for oilfield/construction exception)

Remark Events:

- Authentication Remark – This is the login to the application by the driver
- Unauthenticate Remark – This is the Logout of the application by the driver
- Co-driver login Remark – Login of a Co-Driver in a Primary Driver's log
- ELD Connection – Connection to the Engine Control Device
- ELD Disconnection – Disconnection of the Engine Control Device
- Switch Vehicle Remark
- Switch Trailer Remark
- Switch Vehicle and Trailer Remark
- Start Hour of the day Changed Remark
- State/Country Border Crossing Remark
- Off Road Remark – When drivers moves to Off Road mode
- On Road Remark – When driver moves back to On Road after Off Road
- Start Toll Road Remark – When drivers moves to Toll Road mode
- End Toll Road Remark – When driver stops driving on Toll Road mode

Intermediate Events:

- Inter : Auto 60 Min Location – Every hour an Intermediate event must be written while in a Driving state to capture location/odometer/engine hours

Personal Conveyance and Yard Moves:

- PersonalUse : Personal Use
- YardMoves : Yard Moves
- ClearPU : Clear Personal Use
- ClearYM : Clear Yard Moves

Certification:

- Certify – Shows the time that a particular day's log was Certified by the Driver

Power Cycle:

- PowerOn : Power on of the vehicle when connected to ECM device
- PowerOff : Power off of the vehicle when connected to ECM device

Diagnostic Events & Malfunctions:

- MalPower : Power Malfunction
- MalSync : Engine Synchronization Malfunction
- MalTime : Timing Malfunction
- MalPos : Position Malfunction
- MalRecord : Data Recording Malfunction
- MalTransfer : Data Transfer Malfunction
- MalOther : Other Malfunction
- MalPowerClear : Power Malfunction Cleared
- MalSyncClear : Engine Synchronization Malfunction Cleared
- MalTimeClear : Timing Malfunction Cleared
- MalPosClear : Position Malfunction Cleared
- MalRecordClear : Data Recording Malfunction Cleared
- MalTransferClear : Data Transfer Malfunction Cleared
- MalOtherClear : Other Malfunction Cleared
- DiagPower : Power Diagnostic
- DiagSync : Engine Synchronization Diagnostic
- DiagMissing : Missing Required Data Elements Diagnostic
- DiagTransfer : Data Transfer Diagnostic
- DiagUnidentified : Unidentified Driver Diagnostic
- DiagOther : Other Diagnostic
- DiagPowerClear : Power Diagnostic Cleared
- DiagSyncClear : Engine Synchronization Diagnostic Cleared
- DiagMissingClear : Missing Required Data Elements Diagnostic Cleared
- DiagTransferClear : Data Transfer Diagnostic Cleared
- DiagUnidentifiedClear : Unidentified Driver Diagnostic Cleared
- DiagOtherClear : Other Diagnostic Cleared