Auto Logs
(Optional Feature)

When the vehicle goes from a stopped position (On-Duty Status) to moving (Driving Status), the *i*DT will alert the driver. At this point the driver can select one of the four available options by using the corresponding key:

APPEND   Press to change the prompted duty status or add information into optional fields (choosing this will take you to step 4 under Enter/Change Duty Status)

SEND   Press to immediately submit the duty status change

CANCEL or **BACK**   Press to cancel the duty status change and revert back to the previous duty status

If no action is taken within two minutes of the message alert, the new duty status will be submitted.

Note: Drivers are not allowed to append the system while driving.

For customer support on the *i*DT 3000, please contact 1-877-4AtRoad or visit www.road.com

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@Road, Inc. is a leading global provider of end-to-end solutions designed to automate the management of mobile resources and to optimize the service delivery process for customers across a variety of industries. @Road delivers Mobile Resource Management solutions in three key areas: Field Force Management, Field Service Mangement and Field Asset Management.

@ROAD®
MOBILE RESOURCE MANAGEMENT

Driver Logs
for the iDT™3000

Quick

Reference

Guide

@ROAD®
MOBILE RESOURCE MANAGEMENT

Enter/Change Duty Status

Start at the Startup Screen (default).

1. Press the **LOG** (F3) key to go to the Driver Logs menu.
2. Press **DUTY STATUS** (F1).
   - If a previous duty status is already logged, press **CHANGE** (F1) to change duty status.
3. To enter a new duty status, press the key under the appropriate option:
   - **OFF DUTY** (F1)
   - **SLEEP** (F2)
   - **DRIVE** (F3)
   - **ON DUTY** (F4)

   CANCEL or **BACK** returns you to the previous menu.
4. Enter driver **ID** using alphanumeric keypad.
5. Press **NEXT** (F1) to auto-populate day and time.
6. Press **NEXT** again to auto-populate or enter odometer field (must be manually entered the first time).
7. Enter data into optional Comments, Co-Driver **ID**, Trailer(s) and Shipping Details if needed.
8. Press **SEND** (F4).

Viewing the 8-Day Summary Report

Start at the Startup Screen (default).

1. Press the F3 key under **LOG** to go to the Driver Logs menu.
2. Press **LOG REPORT** (F4).
3. Use the alphanumeric keypad to select the desired driver (the *i*DT displays the last two driver IDs).
4. Press **SELECT** (F1).
5. Press 1 on the alphanumeric keypad to highlight the Summary Report ("8 Day Report").
6. Press **SELECT** (F1).
7. The Summary Report screen displays the 8-day summary for the selected driver.

Viewing the Detailed Report

Follow the above instructions through step 4.

1. Press 2 on the alphanumeric keypad to highlight the Detailed Report.
2. Press **SELECT** (F1).
3. Enter the corresponding number for the day you would like to see (e.g. 1 for today, 2 for yesterday).
4. Use the scroll knob to navigate through the day's information.

Viewing the Grid-Graph Report

Start at the Startup Screen (default).

1. Press the F3 key under **LOG** to go to the Driver Logs menu.
2. Press **LOG REPORT** (F4).
3. Use the alphanumeric keypad to select the desired driver (the *i*DT displays the last two driver IDs).
4. Press **SELECT** to continue.
5. Press 3 on the alphanumeric keypad to highlight the Graph Report.
6. Press **SELECT** to continue.
7. The Grid Graph Report screen displays. Use **NEXT DAY** (F1) and **PREV DAY** (F3) to scroll through the available data. Or use the control knob to scroll across the Grid Graph for the day. Press **TEXT FORMAT** (F5) to see the Detailed Duty Status Report for that day, and to access the **BACK** key.

Press **BACK** repeatedly (the F-key corresponding to **BACK** will change) to back out to the Driver Logs menu.