

# TrackEnsure AOBRD

## User Manual

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Connecting AOBRD device to truck and to the App	<p>1. Plug the AOBRD device cable into the diagnostic port, plug the other side of the cable into the AOBRD computer (PT30 device). Green light means the computer is connected to the truck and orange means the device is fully operational.</p> <p>2. Open TrackEnsure App and go to 'Hours of Service' menu item. In the top panel on the left side find a truck icon and press on it.  A connection window will pop up and will scan for the PT30 device. You can use (i) icon (letter 'i' in a circle) to find any PT30 device near you and connect to it by clicking on the found device. Once you click on the PT30 device you can select your truck number to connect the PT30 to the truck. Another way of connecting a device to a truck is by clicking on the red truck icon and selecting the truck number first. Clicking on a truck number will bring up a 'Scan QR code' menu.  PT30 device has a QR code on it, it can be scanned to attach a PT30 device to the truck.  </p> <p>3. When connecting to a PT30 device for the very first time the App may decide to update PT30 device firmware, please wait until the update is at 100% before continuing. The firmware update will be followed by App reconnecting to PT30 device.</p>
PTI/DVIR	<p>To complete PTI/DVIR the driver must go to 'Hours of Service' -&gt; 'Log' screen and click on 'Inspection Reports' link. </p> <p>Alternatively the driver can go to Main Menu (top left corner) and select 'DVIR' item. The report then can be created for a truck or for a trailer or for both. Location and odometer must be provided, odometer can be indicated in miles or kilometers. If 'Trailer' is selected then trailer number must also be provided. To indicate vehicle defects, the 'Add/Remove Vehicle Defects' button must be pushed and check boxes can be selected for each individual defect. </p> <p>Remarks can be entered and then the driver must press on a large check mark to indicate that the vehicle is safe to drive.  If the vehicle is not safe to drive then a large X must be pressed.  </p> <p>The App will request a signature to be provided and a Schedule 1 checkbox will have to be clicked for Ontario carriers. The 'Save' button will complete the PTI/DVIR.</p>
Day Summary	<p>Tap on Day Summary to fill in the summary for the day.  The two circles in the 'Day Summary' icon light up green once start/end odometer information is provided.  Tap on Retrieve Data From Events button retrieves the event data from the day, this includes truck, trailer and shipment numbers. Trucks, trailers and shipment documents can also be entered manually by using '+' buttons near trailers / trucks / shipment documents.</p>
Certification	<p>Daily log certification is done by pressing 'Events Certified' link in the 'Hours of Service' -&gt; 'Log' section. </p> <p>If the driver uses the App for the first time he will be asked to provide his signature, otherwise the old signature will be used. Before the daily events can be certified the driver must complete the 'Day Summary' information.</p>
Sending HOS Logs via email	<p>'Hours of Service' -&gt; 'AOBRD' screen has a button to send HOS log files to a specified email. </p> <p>The button 'Send HOS Reports' must be pressed, date range must be selected as well as USA or Canadian rule set, email address must be provided. There is an option to provide comments in the email by filling out 'Comments' section. 'Send' button must be pressed to send the report. The report is generated on the TrackEnsure server and so the Internet connection is mandatory to send the email.</p>
Inspection Mode	<p>'Hours of Service' -&gt; 'AOBRD' screen has a button to view HOS log files in inspection mode. The button 'Inspection Mode' must be pressed, at this point the App will open a screen with the HOS log information for the inspector. To exit inspection mode a back arrow in the top left corner must be pressed.</p>
IFTA	<p>The driver may use IFTA section found under the Main Menu to enter his fuel purchase receipts.</p>
USA / Canada Clocks	<p>In the 'Hours of Service' section in the top bar there is a country flag indicating the version of the rules that are currently observed. Click on the flag in order to change the selected rules. The 'Hours of Service' -&gt; 'Status' screen shows the clocks based on the currently selected rule set. Switching the rule set does not indicate a border crossing event, it only changes the clock view. Similar information can be retrieved by navigating to 'Hours of Service' -&gt; 'Rules' screen, which shows rule information for both countries simultaneously.</p>
Team Driving	<p>In order to drive as a team, the second driver must first log into the application by going to the 'Main Menu' -&gt; 'Settings' -&gt; 'Co Driver' screen, where the second driver will be allowed to log into the App simultaneously with the first driver. To switch the current driver navigate to 'Hours of Service' and click on the drivers icon in the top right corner.</p>
Current Driver	<p>Navigate to 'Hours of Service' -&gt; 'Settings' -&gt; 'Current Driver' to view and change the current driver duty cycle information and to view/edit the current driver's time zone (if permitted). To change the current driver's duty cycle the driver must first reset his current cycle, the cycle cannot be changed from the App if the driver is currently running in the cycle.</p>
Current Trailer	<p>Navigate to 'Hours of Service' -&gt; 'Settings' -&gt; 'Trailer' to change the current trailer number. This is a convenient way to set the trailer for all of the new events generated and the same number will be applied to all of them until the trailer is dropped / new trailer is hooked.</p>
Current Shipping Document	<p>Navigate to 'Hours of Service' -&gt; 'Settings' -&gt; 'Shipping Document #' to change the current shipping document number. This is a convenient way to set the shipping document number for all of the new events generated and the same number will be applied to all of them until the driver updates the shipping document number in the settings once the shipment is delivered.</p>
App Version	<p>The current app version is found under 'Hours of Service' -&gt; 'Settings' -&gt; 'App Version'.</p>
HOS Log Graph	<p>'Hours of Service' -&gt; 'Log' screen contains HOS graph with the violations indicated on the graph based on the selected rule set (USA / Canada). This screen allows viewing HOS log graph for the last 7 days and the current day under the USA rules and for the last 14 days and the current day under the Canadian rules. As events are generated they are listed in this screen under the graph section.</p>
Duty Status Events	<p>To insert a new duty status event the driver can use 'Hours of Service' -&gt; 'Log' screen and click on the '(+) insert event' link to insert a new duty status event. A new event window opens up where the Event Type can first be selected. The 'Event Type' allows the driver to select a border crossing event or any of the 4 duty status event types (Off Duty, Sleeper, Driving and On Duty). The driver must pick date and time of the beginning of the event in this screen. The truck number will be inserted automatically if the App is connected to the AOBRD computer. The trailer will be inserted with the trailer number found under 'Settings' -&gt; 'Trailer' and the shipping document will be inserted with the data found under 'Settings' -&gt; 'Shipping Document #'. Location description must be entered, comments can be provided and the new event can be saved by pushing the 'Save' button. For the convenience of the driver there is a comment list icon that opens up the list of default comments, which can be picked by pressing on a specific comment.</p>
Malfunctions	<p>The green check mark  found under 'Hours of Service' section in the top left corner indicates that no AOBRD / CANBUS related malfunctions are currently detected.</p>
Support	<p>To receive support the driver can navigate to 'Main Menu' -&gt; 'Contact Support' section.</p>