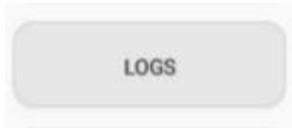
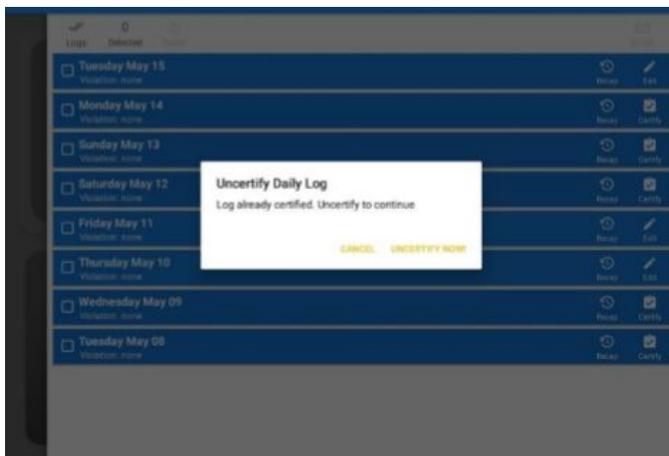


Backfilling Logs from the Application

Driver logs are accessed from the main screen by tapping the 'Logs' button:



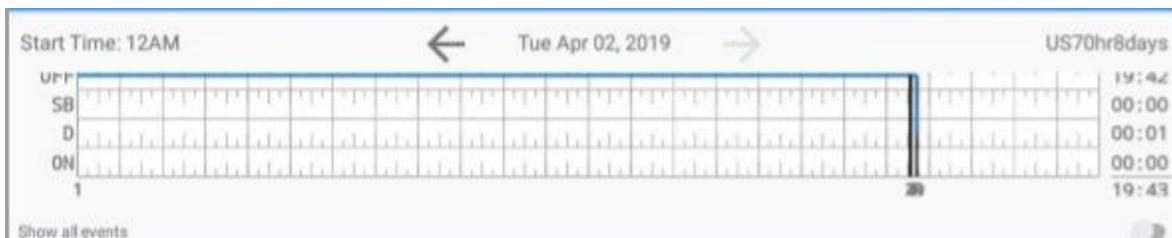
Only driver logs that have not yet been certified can be edited; you will have to uncertify any affected driver logs that have been certified since the outage in order to update their contents. To do this, tap the Edit button to uncertify the selected log and reopen it for editing:



Tap the **Uncertify Now** button to confirm uncertifying the selected log.

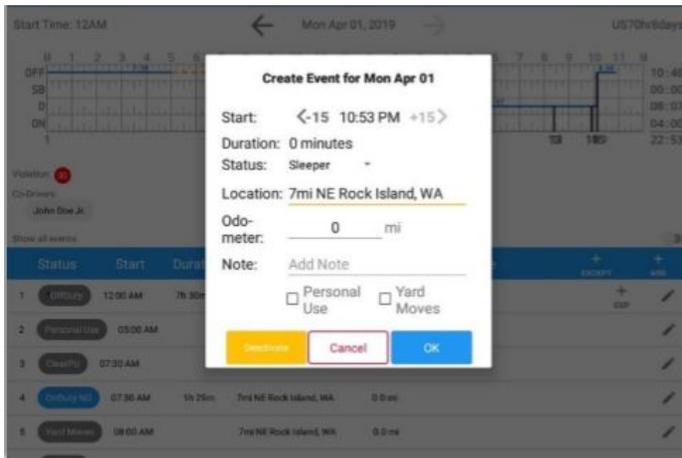
Tap the **Cancel** button to cancel uncertifying the selected log.

Next, open the affected date (October 3rd to begin with) by tapping the grid after opening the date with the edit button (this will also trigger the uncertify log dialog):



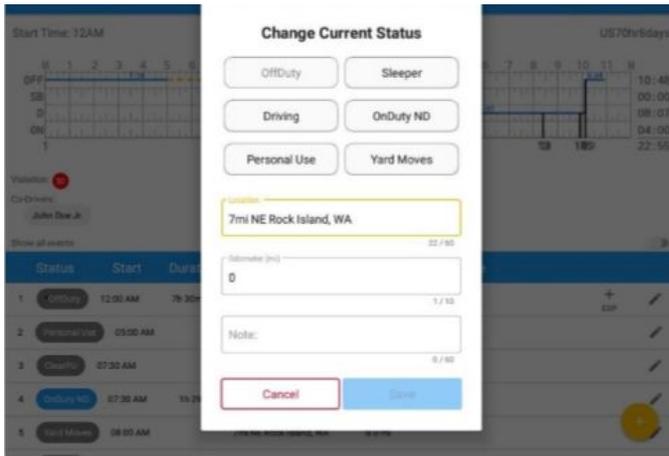
Steps will now differ by driver depending on their **Editing Mode**.

Legacy Mode:



To add a new event to the selected log, tap the **+ ADD** **Add** button and input the relevant details to create the event. Once complete, tap the **OK** button to save the event.

Grid View Mode:



To add a new event to the selected log, tap the **+ Add -> Change Current Status** button and input the relevant details to create the event. Once complete, tap the **Save** button to save the event.

*Note: Use **GridView Editing** can be enabled in Settings->HOS Preferences.*

In either case, backfilling logs will be done by adding each event at its correct start time. This will end the event prior to it.

For example, add an OnDuty event at 7:00AM for the start of the day, then a Driving event at 8:30AM, an OffDuty event at 2:00PM for a break, a second Driving event at 2:30PM, and a final OffDuty at 7:00PM to end the day. No editing should be necessary.

For 'Reason,' select ELD Device Failure.

Backfilling Logs from the Driver Portal

The driver portal can be accessed from the same link as your administrator portal, but using driver credentials.

The screenshot displays the driver portal interface for backfilling logs on 10/01/2019. The top section shows a date selector and the time zone 'Central (CST6CDT)'. Below this is a timeline grid for the day, with columns for hours (M, 1-11, N, 1-11, M) and rows for status (OF, SB, DR, ON). The grid shows a green bar for 'ON' status from 14:01 to 09:59. Below the grid is a table of log entries.

Time	Status	Location	Remarks	Odometer	Violation	Actions
1 12:00 AM	OnDuty ND *	London, AK	yard stuff	555		✎
2 02:01 PM	Driving *	Town City, AR	Carrying load	100000		✎

* = Edited Entries IC = Inactive Changed ICR = Inactive Change Requested ICJ = Inactive Change Rejected
Android Version: 1.0.1905.190710 (App) 7.1.1 (OS)

Choose the affected date and enter logs similarly to how one would on the administrator portal, using the Status option (underlined, far right).

Clicking 'Status' will bring up this dialog, where a driver can enter all of the relevant information for their status. Similar to the application method, they simply add statuses at each status start point throughout the day.

For example, add an OnDuty event at 7:00AM for the start of the day, then a Driving event at 8:30AM, an OffDuty event at 2:00PM for a break, a second Driving event at 2:30PM, and a final OffDuty at 7:00PM to end the day. No status editing should be necessary.

Create Status [X]

Date
2019-10-01

Time
01:03 PM

Status
OFF DUTY

Odometer
0

City
City

State
Select State/Province

Personal Conveyance Yard Moves

Note
Note

Reason for Edit
Select Reasons

SAVE **CLOSE**

For 'Reason' select ELD Device failure.

Finally, certify the log with the checkmark button next to the day:

2019-10-01 [Checkmark]