

MIELOGS & MIDVIR

Fleet Operator and Driver's Guide

Support Information fleetsales@mifleet.us fleetsupport@mifleet.us

Rev. 1.0

Table of Contents

п	ntroduction and Compliance	3
S	elf- Certification	4
A	ccount Types	4
D	river Login	5
lr	nstallation and Device Setup	5
	Mobile Device / Tablet Configuration	5
	Diagnostic and Tracking Device Installation	7
N	1iElogs & MiDVIR Guide and Features	9
	Vehicle Profile	9
	Driver Profile	10
	Creating Driver Vehicle Inspection Reports (DVIR)	11
	Vehicle and Trailer Information	13
	New Inspection	14
	DVIR and Exporting Inspection Reports	18
	Uploading Pending Reports	18
	Creating Shipments	19
	Assumption of Unidentified Records	20
	Assumption of Unidentified Records Malfunction/ Diagnostic Indicators	20 20
	Assumption of Unidentified Records Malfunction/ Diagnostic Indicators Personal Use, Yard Moves, and Exemptions	20 20 20
	Assumption of Unidentified Records Malfunction/ Diagnostic Indicators Personal Use, Yard Moves, and Exemptions Changing Driver Status and Principal Screen	20 20 20 21
	Assumption of Unidentified Records Malfunction/ Diagnostic Indicators Personal Use, Yard Moves, and Exemptions Changing Driver Status and Principal Screen Remaining Times	20 20 20 21 21
	Assumption of Unidentified Records Malfunction/ Diagnostic Indicators Personal Use, Yard Moves, and Exemptions Changing Driver Status and Principal Screen Remaining Times Violations (Proactive Notifications and Occurrence)	20 20 20 21 21 21
	Assumption of Unidentified Records Malfunction/ Diagnostic Indicators Personal Use, Yard Moves, and Exemptions Changing Driver Status and Principal Screen Remaining Times Violations (Proactive Notifications and Occurrence) Reviewing, Editing and Certifying Driver Logs	20 20 21 21 21 22
	Assumption of Unidentified Records Malfunction/ Diagnostic Indicators Personal Use, Yard Moves, and Exemptions Changing Driver Status and Principal Screen Remaining Times Violations (Proactive Notifications and Occurrence) Reviewing, Editing and Certifying Driver Logs Creating Annotations	20 20 21 21 21 22 22
	Assumption of Unidentified Records Malfunction/ Diagnostic Indicators Personal Use, Yard Moves, and Exemptions Changing Driver Status and Principal Screen Remaining Times Violations (Proactive Notifications and Occurrence) Reviewing, Editing and Certifying Driver Logs Creating Annotations Logbook and Exporting Driver Logs	20 20 21 21 22 22 22
N	Assumption of Unidentified Records Malfunction/ Diagnostic Indicators Personal Use, Yard Moves, and Exemptions Changing Driver Status and Principal Screen Remaining Times Violations (Proactive Notifications and Occurrence) Reviewing, Editing and Certifying Driver Logs Creating Annotations Logbook and Exporting Driver Logs MiFleet Management Portal for MiElogs & MiDVIR	20 20 21 21 22 22 22 24 24
N	Assumption of Unidentified Records Malfunction/ Diagnostic Indicators Personal Use, Yard Moves, and Exemptions Changing Driver Status and Principal Screen Remaining Times Violations (Proactive Notifications and Occurrence) Reviewing, Editing and Certifying Driver Logs Creating Annotations Logbook and Exporting Driver Logs MiFleet Management Portal for MiElogs & MiDVIR Drivers	20 20 21 21 22 22 22 22
N	Assumption of Unidentified Records Malfunction/ Diagnostic Indicators Personal Use, Yard Moves, and Exemptions Changing Driver Status and Principal Screen Remaining Times Violations (Proactive Notifications and Occurrence) Reviewing, Editing and Certifying Driver Logs Creating Annotations Logbook and Exporting Driver Logs & MiDVIR Drivers Logbook	20 20 21 21 22 22 22 24 24 24
N	Assumption of Unidentified Records Malfunction/ Diagnostic Indicators Personal Use, Yard Moves, and Exemptions Changing Driver Status and Principal Screen Remaining Times Violations (Proactive Notifications and Occurrence) Reviewing, Editing and Certifying Driver Logs Creating Annotations Logbook and Exporting Driver Logs & MiDVIR Drivers Logbook Unidentified Logs	20 20 21 21 22 22 22 24 24 24
₽	Assumption of Unidentified Records Malfunction/ Diagnostic Indicators Personal Use, Yard Moves, and Exemptions Changing Driver Status and Principal Screen Remaining Times Violations (Proactive Notifications and Occurrence) Reviewing, Editing and Certifying Driver Logs Creating Annotations Logbook and Exporting Driver Logs MiFleet Management Portal for MiElogs & MiDVIR Drivers Logbook Unidentified Logs Carrier-Requested Log Edits	20 20 21 21 22 22 22 22
₽	Assumption of Unidentified Records Malfunction/ Diagnostic Indicators Personal Use, Yard Moves, and Exemptions Changing Driver Status and Principal Screen Remaining Times Violations (Proactive Notifications and Occurrence) Reviewing, Editing and Certifying Driver Logs Creating Annotations Logbook and Exporting Driver Logs & MiDVIR Drivers Logbook Unidentified Logs Carrier-Requested Log Edits Dashboard	20 20 21 21 22 22 22 24 24 26 27 29 29 30 31

DVIR	
IFTA	
Support	

Introduction and Compliance

This Guide is meant to be a comprehensive description of all features of MiFleet's MiElogs & MiDVIR Mobile and Web based application. MiFleet HOS solution is compliant with US Federal FMCSA title 49 part 395 AOBRD 395.15, 395.16 and the latest modification to the rule including the current suspension of the two 1am to 5 am OFF duty periods for the 34 hours' restart.

There is a Certification menu option that indicates that the mobile APP, mobile device used were self-certified according to federal requirements.

The driver's log file exported by the mobile APP is generated according to the latest ELD data element dictionary released by FMCSA.

Regulations the mobile APP is compliant with:

- 60-hour/ 7daysor70-hour/ 8daysRules
- 34-hour week restart with latest suspension of two periods 1-5am
- 11 hours driving for the day
- 14 hours on duty for the day
- Sleeper Berth provision
- Passenger Seat provision
- Personal Conveyance provision
- 30 minutes' break provision
- Location recording for vehicle's engine turned on and off, and location recording every 60 minutes if vehicle is moving
- Mobile device permits duty status changes only when the vehicle is at rest
- The mobile device warns the driver, visually and/or audibly of any malfunction
- When the vehicle is stationary for 5 minutes or more, the mobile device will default to on-duty not driving and the driver must enter the proper status
- The mobile device (ELD) performs self-test, as well as a self-test at any point upon request of an authorized safety assurance official

The HOS Mobile APP is not compliant for (exclusions):

- Passenger-carrying vehicles
- Oil fields operation
- States of Hawaii and Alaska

Self- Certification

As a substitution to an exterior faceplate, a "Certification" menu item will display the self-certification image as evidence that the mobile device has been tested and certified as meeting the performance requirements.



Account Types

Driver: Unique, per-driver account used by drivers under 49 CFR Parts 385, 386, 390 and 395 regulations (hereon MiElogs & MiDVIR). This account records duty status changes (RODS) and allows the export of driver's records for display, print and agent output file generation.

Support: Account used by the carrier and ELD manufacturer to setup, configure, update and troubleshoot the ELD. No duty status changes are recorded with this account and no access to driver's record of duty status changes are permitted under the support account.

Non-Authenticated: All operation of a commercial motor vehicle (CMV) is recorded under this account (a.k.a Unidentified Driver) if no driver has logged into the ELD. Non-authenticated records (vehicle movement and on-duty time) are stored on the ELD as well as the carrier and should be assumed by a driver account.

Driver Login

Each driver using the system will have a unique login ID. This login name and password is for the specific driver's use only and must not be shared with any other person (driver or not). The login name belongs to the driver and is linked to the driver's person information (e.g. driver's license, etc...). If the driver changes carrier and is now driving for a different carrier, the login name will remain the same and is the driver's obligation to ask the home base carrier to update the carrier name and DOT number on the system.

The driver is restricted to be logged on to only one mobile device at any time. In order for the driver to login on a different mobile device, the driver must change to off duty status and logout from the previous device.

Driver's Login Unlock: in an event the driver is still logged on a device but the device ceased to function or gets lost, the driver must call the home base carrier and ask for his login name to be unlocked. The unlock process will change the driver's status to off duty at the time the driver solicited the login unlock and will register the old mobile device from the system in order to let the driver log on a different mobile device.

Installation and Device Setup

Mobile Device / Tablet Configuration

Android devices running Android 4.3.0 or higher

- Device should have at least 10% battery life
- GPS
- Bluetooth
- WIFI
- Cellular
- Camera
- Internal memory space of at least 10MB

Apple devices running IOS 9.3 or higher

In order to meet FMCSA compliance, the mobile device must follow instructions exactly.

Preparing an Android Device (mobile smartphone or tablet):

- 1. Make sure the Android version is 4.3.0 or higher; earlier versions may not work correctly
- 2. Under Settings \rightarrow Personal \rightarrow Location, turn this option on and set to High accuracy
- 3. Under Settings → System → Date and Time, set Automatic date and time, and Automatic time zone on

The tablet must be in Developer Mode and the Stay Awake flag must be set

- 4. If Developer Mode is enabled, Under Settings → System → Developer Options, set Stay Awake option to on
- 5. If Developer Mode is not enabled go to Settings → General → About device This will bring up a list of options in the right frame. Scroll down until you see Build Number Start tapping on it until you see a message that Developer mode has been turned on In the left frame, find Developer options and tap on it. In the right frame, find the Stay Awake option to on
- 6. The tablet must have power coming into it all the time or it will go dark and stop receiving data from the device and sending data to the web application
- 7. Make sure the setting Developer Options > Do Not Keep Activities is OFF
- 8. Visit the Google Play store and Install both MiElogs & MiDVIR Apps:



Diagnostic and Tracking Device Installation

GETTING STARTED

Required Information

*We recommend writing down during Installation process.

Name of asset (ex: Propane Truck #20) Detailed information about the asset (year, make, model, etc.) State, area organization or group the asset belongs to (ex: North region, Minnesota tankers, etc...) ESN of each device to be installed (Indicated on a white label marked "ESN" 4xxxxxxxx)

Current odometer reading of the vehicle

REQUIRED TOOLS

Panel removal tool or plastic pry-bar General hand tools

INSTALLATION STEPS

LMU-4230

The LMU-4230 is a self-contained GPS tracking and diagnostic device; there is no need to do any complicated wiring or installation (unless otherwise noted)!

For basic installation, all that is required is for the installer/user to plug the fleet tracker into the Deutsch diagnostic port of the vehicle and perform a basic operational test. See below for these steps.

- 1. Ensure the Vehicle Ignition is off.
- 2. Locate the vehicles 9-Pin or 6-Pin Deutsch diagnostic port, this is usually located on the driver's side of the vehicle under the dash, or hidden behind a cover plate under the dash, or on the side of a center console, in some cases it can also be located in the engine compartment.
- 3. Once the 9-Pin or 6-Pin Deutsch diagnostic port has been located, plug the vehicle specific cable into the vehicle diagnostic port. The 15-Pin DSUB side should be securely fastened to the LMU-4230. *Optionally the Female side of the Y-cable may be used in place of the OEM's Female connector as the diagnostic port, allowing the unit and connection point to be tucked under the dash and/or hidden elsewhere.
- 4. When installing the unit, the mounting bracket supplied with the device should be securely fastened to the vehicles chassis. It is important to make sure the device is not obstructed by any metal such as the vehicle sub frame.
- 5. Turn the vehicle Ignition on so the combustion engine is running, drive the vehicle outside and let it run for 10 minutes, at this time, the unit should go through a vehicle discovery process.
- 6. After the 10 minutes, has expired turn your vehicle off. You should be able to located the unit with a recent report on your MiFleet account. A. If the test completes successfully, you may proceed. B. If the previous test does NOT complete successfully, please contact technical support with your Customer account name and device ESN (Indicated on a white label of unit marked "ESN" 4xxxxxxxxx)

When an ELD device is installed it is important that trained support personnel (either MiFleet support or trained technician) evaluate the diagnostics data from the device and vehicle to make sure the ELD solution as whole successfully pulls required parameters from the vehicle's Engine Control Module (ECM) to meet ELD mandates.

Linking the Device to the Mobile Tablet or Smartphone

LMU-4230

- 1. On the Mobile Tablet or Smartphone, enable Bluetooth under Settings.
- 2. Search for Pairable Bluetooth Devices, and select ApolloELD_######### (where # is the device ESN).
- 3. If the Tablet or Smartphone asks for a PIN use "17150"
- 4. The device should pause for a moment, and then be listed under Paired Devices.
- 5. Open the MiElogs Application and sign into the App with your supplied driver login (please contact your Fleet manager/ Carrier for your credential if you do not have it).
- 6. Select the appropriate Bluetooth ELD device and tap on "Continue" at this point, the mobile App will begin collecting the necessary engine data.
- 7. Once Support has verified the ELD is completely compliant seen with the below "Passed" application test:



A driver can also make this process, at any time, in case the driver switches trucks or Diagnostic/Malfunction indicator is turned red (go to the Menu \rightarrow select Diagnostic):



MiElogs & MiDVIR Guide and Features

Vehicle Profile

Before driver's logs can be exported and shared with an authorized agent, the driver must update the correct vehicle's information.

Please enter the correct tractor number, trailer number and tractor VIN number. Select the "Vehicle Profile" option from the menu.

Vehicle Profile	
Tractor Number: Trailer Number: Tractor VIN:	<u> </u>
1	Save

Driver Profile

We recommend to verify the driver's profile. Please make sure the information is correct: carrier name, your rule set (60 hours/ 7 days, 70 hours/ 8 days, California, 80 hours/ 8 days, Oilfields, 60 hours/ 7 days, Oilfields, 70 hours/ 8 days) and the home base time zone.

lame:	
ID:	
Carrier Name:	Mifleet
Carrier ID:	17150
Home Time Zone	: US/Pacific
License State:	CA
License Number:	sd34wdr34
Rule Set:	60 Hours/7 Days
	60 Hours/7 Dave
	ou nouis/ / Days
	70 Hours/8 Days
	70 Hours/8 Days California, 80 Hours/8 Days
	70 Hours/8 Days California, 80 Hours/8 Days Olifields, 60 Hours/7 Days

Select the Rule Set drop-down to change rule set from 60h to 70h and vice versa.

Team Drivers: Up to two drivers are allowed to log on the same mobile device. Records and logs are generated for each independent driver showing the other driver as co-driver.

To login a second driver either tap on the name of the currently logged in driver on the MiElogs Main screen:



Or under menu select CoDriver Login:



Creating Driver Vehicle Inspection Reports (DVIR)

MiDVIR is a separate Application that works in conjunction with MiElogs for vehicle inspection reporting. From MiDVIR the App can directly open MiElogs and vice versa.



Logging into MiDVIR use the same MiElogs credential supplied by your carrier/ fleet manager, which will take you to the principal DVIR app screen.

	C
You have n	o reports
Vehicle & Trailer Information	New Inspection
	MiELOGS DVIR You have a Vehicle & Trailer Information

Vehicle and Trailer Information

Before driver's can create a DVIR inspection, the driver must update the correct vehicle and trailer information.

Please enter the correct Vehicle Number, Vehicle VIN, Trailer Number and Trailer VIN. Select the Orange "Save" button once completed.

Once completed on the main menu the New Inspection field will be allowed.

÷	Vehicle & Trailer Information	
Ve	ehicle Number	
V	ehicle VIN	
 Tr	railer Number	
Tr	railer VIN	
_		
	•	

New Inspection

The driver can now perform the vehicle inspection. The driver should enter the vehicles Odometer current value seen on the vehicles dash and check only defective items found during the inspection before a trip:

← New Inspection					
Vehicle Information					
CHEC	K ANY DEFECTIVE ITEM ANI	O GIVE DETAILS UNDER 'REN	MARKS		
Odometer Reading					
Air Compressor	Front Axle	Safety	Air Lines		
Fuel Tanks	Belt and Hoses	Lights - All	Brake Accessories		
Brakes, Parking	Brakes, Service	Clutch	Mirrors		
Starter	Steering	Suspension System	Coupling Devices		
Muffler	Tire Chains	Defroster/ Heater	Oil Pressure		
Tires	Drive Line	Radiator	Transmission		
Engine	Rear End	Trip Recorder	Exhaust		
Reflectors	Wheels and Rims	Fifth Wheel	Uindows		
Fluid Levels	Windshield Wipers	Frame and Assembly	Other		
			NEXT >		

Once selecting Next, the driver can complete the Trailer inspection:

← New Inspection							
Trailer Information							
CHEC	K ANY DEFECTIVE ITEM AND	GIVE DETAILS UNDER 'REM	IARKS				
Seal Number							
Brake Connections	Hitch	Suspension System	Brakes				
Landing Gear	Tarpaulin	Coupling Devices	Lights - All				
Tires	Coupling (King) Pin	Reflectors/ Reflective Tape	Bims Wheels and				
Doors	Roof	Rails or Support Frames	D Tie down bolsters				
Sliders or Sliding Frame Lock	Other						
< BACK			NEXT >				

Next the App will ask for any Remarks and if the vehicle and trailer are safe to operate.



To complete the Inspection, report the driver must sign off on the report by selecting the "e-Sign" option on the bottom of the App screen.



Select the orange "+" to bring up the menu and selecting "Save & Finish" which only requires the drivers signature or "Save & Continue" which requires both the driver and carrier/ fleet managers signature. "Clear" can reset the signature screen for a new signature.

If the Driver is required by the carrier/ fleet manager to take pictures of the Defective items noted for later reference or record, select the "Pictures" option on the bottom of the App screen.



The Pictures screen will show any pictures taken by the driver or allow for new pictures to be taken by selecting the orange "Camera" button, this will load the mobile devices camera for image capture.



Once the Inspection is ready select the "Ready to Upload?" button:



When prompted for "New Inspection Report: Are you ready to save this new inspection" either select OK to move forward or Cancel to revise the Inspection.

From here the Inspection is ready and can be Uploaded to the Web applications database. Seen by the below indicator change:



By selecting the orange "Upload" button the driver will be prompted to upload the inspection, select OK to move forward or Cancel to revise the Inspection.



Once completed the Application will load a PDF image of the Inspection report that was uploaded for viewing:

÷	report_nori	mal_2017-02	-06_12_55.pd	f				م	A	:
			DRIVER'S VEH	CLE INSPECT	ION REPORT Apety regulations			DATE: 2017-02-06 12-55 PM		
		VEHICLE INFORM	TION		TR	AILER INF	ORMATIO	N		
	VEHICLE/TRUCK NO.	VIN	ODOMETER READING	[TRAILER(S) NO.(S).		VIN	SEAL NUMBER		
	22344	12244		L	11224		11234			
	CONDITION: SATISFACTO discretizing international control in the second	RY Malasia Analasia Image: Analasia Malasia Malasia Image: Analasia Malasia Malasia	NISL 1000 NS 1000 CLIPCX MARMAN ALROAD TELOCOMO MARIAN TELOCOMO MARIAN TELOCOMO MARIAN TELOCOMO MARIAN TELOCOMO MARIANO TELOCOMO MARIANO TELOCOMO MARIANO ONES		NANG CONNECTONS CONNEC	INVENSION PETERS TRES ALFOR ALFORM PEANES	CONTAINS CONTAINS CONTAINS THE PROPERTY BILL FILLING	LANDREGUE TAPALE		
			//	h: fleet dervers signature	4					

DVIR and Exporting Inspection Reports

If an authorized federal agent request to see the DVIR, the Driver DVIR file is automatically created in directory "DVIRFolder" inside the mobile device's internal storage. Drivers can export files using the appropriate USB cable to connect to the mobile device to the federal agent's computer/ laptop or to USB memory stick/ SD card. The Driver can also email the "Inspection Data File" to an email given to you by the authorized agent, in this case use your email mobile app of preference and attaching the data file located in DVIRFolder (the only data file that is PDF file type).



Uploading Pending Reports

For pending reports that have not been uploaded the driver can select the "Upload pending reports" on the main menu, any missing items in those reports should be filled out and corrected at that time.



Creating Shipments

The driver should create a shipment on the mobile App. Please select the option "Shipment" from the menu. Make sure you enter the correct shipment's pick-up and delivery time, as well as the shipper name, shipment number and the commodity you are transporting. The information provided here must match the driver's supporting documents.



Assumption of Unidentified Records

The ELD is designed to record all vehicle movements and stop time during movements on an unauthenticated account. Please, during the login process, accept the unidentified records that belong to you by tapping on the checkboxes and then selecting "Accept selected records".

Malfunction/ Diagnostic Indicators

If the M (malfunction) or D (Diagnostic) indicators, located on the top right corner of the ELD turn RED please contact your Support point of contact. This is an indication of an ELD failure and requires immediate attention. To identify the specific ELD malfunction run the Diagnostic option on the main menu.



Personal Use, Yard Moves, and Exemptions

There are 3 ELD operational modes that have been added to help drivers on specific scenarios. These 3 modes are activated only by the carrier and will be shown during the login and logout process.

MiELOGS Hours Of Service	:	
Tractor Number:		
Trailer Number:		
Tractor VIN:		
Driver Configuration Change		
Exemption mode enabled.		
	ок	

Changing Driver Status and Principal Screen

The Principal screen is where duty status changes are made. There are six different options for the driver to pick from. Besides the normal duty status, the mobile App includes support for Personal Conveyance.

	rs Of Service		:
	eman		D M 🗓
DRIVEN	ON-DAILY	ON-WE	EKLY
10:59 11H 00:00	^{13:47} 14H	00:12 59:48	60H 00:11
Possible Vi	olation at: 2017-02-	06 20:57 (30 Mi	inutes)
ON		D	
SB		PS	5
Yard		Perso	onal

The mobile App also keeps track of possible violations under the "Remaining" session. Please tab on any of the following duty status:

- ON - On Duty Status
- Driving Status D
- SB - Sleeper Berth PS - Passenger Seat Personal - For Personal Conveyance (Use) OFF
 - Off Duty Status

Remaining Times

The mobile App automatically calculates the different times at which a violation will take place.



Violations (Proactive Notifications and Occurrence)

The mobile App automatically calculates the different times at which a violation will take place. For every possible violation, a visual notification is generated so that the driver becomes aware of the upcoming violation and takes preventive action. This notification is generated 30 minutes before incurring in a specific violation. The driver is also notified right after a violation took place. We recommend to frequently check the "Remaining" session on the Principle screen to remain aware of the remaining driving time.

Reviewing, Editing and Certifying Driver Logs

Every duty status change must be certified before exporting the driver's logs. Select the "Certify Logs" option from the menu to list all unverified logs. Select each day and tap on the "Certify" button. At the end of each 23-hour period, the ELD will automatically prompt the driver to certify logs for the last 24 hours' period. During driver login and logout, the driver will be prompted to certify the logs.

Mi	Certify Records		
	Cancel	Certify	
2017-0	02-06 12:57 - 2017-02-07 12:	57	
	Warning		
	I hereby certify that my data duty status for this 24-hour p	entries and my record of period are true and correct.	
	Not Ready	Agree	

To edit your logs or accept/reject carrier proposed changes go to the "Logs" option in the menu. Tap and hold the log you want to edit. Tap on the log edit button, make and confirm changes. You must enter the reason for the change:

Logs	
Status: ON	
Start Time: 2017-02-06 12:59	
End Time:	
Time Elapsed:	
Location: San Diego, California	
Certified: No	
Remark:	
Status: SB	
Start Time: 2017-02-06 12:57	
End Time: 2017-02-06 12:59	
Time Elapsed: 0h 1m	
Location: San Diego, California	
Certified: No	
Remark:	
Status: D	[¢
Start Time: 2017-02-06 12:57	
End Time: 2017-02-06 12:57	
Time Elapsed: 0h 0m	
Location: San Diego, California	
Driven Miles: 0	
Certified: No	
Remark:	
Status: ON	
Start Time: 2017-02-06 12:57	
End Time: 2017-02-06 12:57	
Time Elapsed: 0h 0m	
Location: San Diego, California	
Certified: Yes	
Remark:	

Mi Edit Log		Mi Logs
Select your Status		Status: ON
ON		Start Time: 2017-02-06 12:59
Start Date:	Start Time	End Time:
2017-02-06	12:57	Time Elapsed:
		Location: San Diego, California
End Date:	End Time	Remark Remark
2017-02-06	12:57	Status:
Time Elapsed:		Start Ti
0h 0m		End Tin 🗆 Post-TI
		Time El 🗌 Fueling Gallons:
Location:		Locatio
San Diego, California		Certifie Loading
Enter the reason of your changes:		Statust
		Start Ti Hooking
Type your reason here		End Tin 🗌 Dropping
		Time El
		Locatio
		Certifie Waiting Time
		Statue: Other
		Start Ti
		End Tin Cancel OK
		Time Elapsed: 0h 0m
		Location: San Diego, California
		Certified: Yes
Confirm Changes		Remark:

Creating Annotations

The driver can create annotations in order to note changes to previous status.

To create an Annotation: Tap on the "Logs" option in the menu. You will see a list with all different status changes. Tap and hold your finder on the log you want to add an annotation to. Select the start and end time for the annotation and enter text explaining the annotation.

To view existing Annotations: Tap on the "Annotations" option in the Principal's screen menu.

Logbook and Exporting Driver Logs

You can generate a chart with your logs at any time. Tap on the "Logbook" option from the menu. Use the right/ left buttons to select a different day.

If an authorized federal agent request to see the driver's logs, elect the option "Export ELD Data File" from the LogBook Menu. The Driver Logs file is automatically created in directory "HOSFolder" inside the mobile device's internal storage. Drivers can export files using the appropriate USB cable to connect to the mobile device to the federal agent's computer/ laptop or to USB memory stick/ SD card. The Driver can also email the "ELD Data File" to an email given to you by the authorized agent, in this case use your email mobile app of preference and attaching the data file located in HOSFolder (the only data file that is CSV file type).



iFle

Drivers can also display or print the logbook by selecting "Print-Display Logs" option. In this case, you can print the PDF file saved on the HOSFolder.



_3414020617-000000000.pdf Q 4 $\mathbf{\lambda}$

Record	Da	te			_	h	IIST	00	πı							Б	riv	or	14	-		N		ha		Б	Dei	ine	- 1	ic			St				Ŀ	a	1	D								h	-	les	- II	D				
06-Feb-	17	10	_	_	_	T	171	50			_		_			5	134	w	tr3	4	236	14		a.a.	•	ľ	CA			-		m.		100			6	00	R	v						_	7	ĥ	23	45			-	_		
Time Zo	ne					1	Driv	er	Na	ım	e					C	0-I	Dri	ve	r N	lan	ne				1	EL	D	M	anı	ıfa	icti	ure	r			5	ship	ppi	ing	п)						D)ata ndi	a D)ia tot	ign rs	ost	tic		
US/Paci	fic	_	_	_	_	T	_		_	_	_		_			Г				_					_	Ţ	AP	ю	LL.	0					_		Т	_								_		5	(es	_	-		-	—		
24 Perio	d	Star	ting	; Ti	me	1	Driv	/er	ID	,						C	o-I	Dri	ve	r II	D					1	Γn	ack	Т	rac	:to	r I	D				l	Jni lec	de	nti ds	fie	d I	Dri	ve	r			E	LI) N ical	/la	lfu rs	nti	ion		
12:57						Т										Г										h	12	345	5								1	ŇO									_	N	io	_	_		_	_		
Carrier						1	Star	t E	ind	O	lon	net	er			M	lile	s 1	ſod	day	1					1	Γn	ick	T	rac	to	r \	/12	N			I	Exe	m	pt]	Dri	ve	r S	tal	tus			S	tar	t E	ind	d E	ng	ine	He	ours
Mifleet						() - ()								0										1	2	345	5								1	No										0	- ()	_		_	_		
Current	L	cat	ion													Fi	le	Co	m	me	nt																I	rir	u/I	Dis	pla	ry l	D	te												
San Die	go	Ca	lifo	mi	a											yı	JUL	1																			0	6-1	Fel	b-1	7															
																																																	_				_	_		
ND	10	_	1	-	2	3	_	4	_	5	;	-	6	_	7	-	8	-	9	_	1	0	-	11	_	NDO	0 Ni	_	1	-	2	2	-	3	-	4	-	-	5	-	6	-	-7	_	-	8	-	9	-	1	0	-	11	-	7	
	OFF 12.9												L	_		_		_			_	L	_	1	_	_																														
OFF	0FF 12.9																L			1				L			L		l					Ļ					l		L					L					4		ľ	13		
	OFF																										þ																													
SB	58														4		Ļ			1		ļ		Ц			ļ		l			ļ		Ļ					μ		Ļ					Ц					4		ľ	0		
D	58																			1	1					1			1	1						1		1				1										ılı		0		
ON					1				1	1													1																	1																0
Time	GHO		1	-	2	ľ	Loo	4	-	0	,	ť	0		<u>_</u>		8	-	9		1	0		11		L	2	a 1	la		2			3	-	4	Ŀ	-) 	T.	0	10	/			8		É	-			-	÷		-	_
Of Eab	17		-		_	Ť	LOC	ate	on							۲	uo	inc	ter							ť	211	<u>g</u> i	10	urs							ť	2VC		13	pe	13.	at	B			7	۴	/113		-		-	_		_
12:34	.,	_	_	_		t	_	-	_	_	_	-	_	-	-	6	-	-	-	_	-	-	-	-	_	t)	_	-	-	-	-	-	-	_	-	t	_	-	-	-	-	-	-	-	_	-	1		_	-	_	-	_	-	
12:34	-	_	_	_		ť	_	-	_	_	_	-	_	-	_	0	-	-	-	_	-	-	-	-	_	ť	,	_	-	-	-	-	-	-	_	-	ħ	0.0	in		-	-	-	-	-	_	-	ŕ)riv	ver	_	_	_	_	-	
12:44	-	_	_	_	_	ť	_	-	_	_	_	-	_	-	_	6	-	-	-	_	-	-	-	-	_	ť	,	_	-	-	-	-	-	-	_	-	ti	00			-	-	-	-	-	_	-	Ē) Triv		-	_	-	_	-	
12:45	-	_	_	_		ť	_	_	_	_	_	_	_	_		6	_	_	_	_	_	_	_	_	_	ť	<u>,</u>	_	_	_	_	_	_	_	_	_	ti	00	in		_	_	_	_	_	_	-	Ē) init	100	-	_	_	_	_	
12:45		_	_	_		ť	_		_	_	_		_			0				_					_	ľ)	_							_		fi	.08	ou	t						_	-	Ē)riv	ver	_	_	_	_		
12:46		_	_	_	_	ť	_		_	_	_		_			0				_					_	ľ)	_							_		ti	.08	in	-						_	-	Ē	Driv	ver	_	_	-	_		
12:57	2:46 . 2:57 San Diego, California												0										l)										l	DD	NI)							_	Ē	Driv	ver	-		_	_					
12:57	2:57 San Diego, California										a		0										0)										Ī	Driv	vin	g							-	Ē	Driv	ver	-		_	_					
12:57						1	San	Di	ieg	0, (Cal	ifo	mi	a		0										1)										5	ilee	pe	r I	Ber	th					_	E	Driv	ver	-		-	_		
12:59	12:59 San Diego, Cal											ifo	rni	a		0										()										(DD	NI)								E	riv	ver	-					

MiFleet Management Portal for MiElogs & MIDVIR

Within the MiFleet platform the "Drivers" tab must first have drivers created:

Mifleet 🐼 Monitoring 🕅 Tracks 🖬 Reports 🖏 Geofences 🖄 Routes 😞 Drivers 🗔 Trailers 😨 Jobs 🔞 Notifications 🔱 Users 💂 Units 🔍 Q 📐 🇱 :

Required fields for MiElogs are that the Driver must first be created with required field "Name" by selecting "New":

		Drivers	Groups					
New	All	•	Q Searc	h				
🗆 🖧 🕮						s	ľ	×
Drivern	nanRR		يۇ	(95	S.	ľ	×
	NONE		2	(95	s.	ì	×
	OWT		ه	()	915	S	(×
MC			ه	()	(SMS)	S	(×
ONE ONE				J	945	L.	ľ	×
rrichey			2	((SMS)	s	<u> </u>	×

Optional Fields include a Driver Image, Phone Number, Description, etc...

	Nev	v Driver	×
	* Name:	Mike Lawless	
-	Code:		
a e i	Description:		
1 Heren	Phone number:		
	Mobile key:		
	Exclusive: (?)		
	Custom fields:		
		+	
			Cancel OK

Once "Drivers" have been purchased (either from the bundled PN which includes a single driver license or if additional driver licenses have been purchased), supply the Driver's Name along with your MiFleet Customer Account to <u>fleetsales@mifleet.us</u> and <u>fleetsupport@mifleet.us</u> to enable MiElogs & MiDVIR service.

A confirmation response will be returned with Driver activation.

Once completed go to Apps found on the top of the toolbar within MiFleet:

Select MiElogs App, this can either be opened in a new webpage or within MiFleet as a window. Clicking on the App will open a new webpage:



Clicking on the top right corner will bring up the App in a window pane:



Drivers

Under Drivers tab complete the Carrier Info page with your company's information:



Then Select "Drivers" to create the Username and Password to supply to your Driver for MiElogs & MiDVIR sign in:



Only Drivers which have a License will be Active to create a User account:

Find Driver	\bigcirc				
Name	UserName	Password	Confirmation	Active	
rrichey	rrichey	*****	*****	\checkmark	Save View
мс	UserName	Password	Confirmation		
DrivermanRR	drivermanrr	****		\checkmark	Save View
ONE	UserName	Password	Confirmation		
GREENONE	UserName	Password	Confirmation	\checkmark	Save View
GREENTWO	UserName	Password	Confirmation		
Lawless, Mike	UserName	Password	Confirmation	\checkmark	Save View

Enter a unique Username and Password (Note: The Username is Permanent and cannot be changed once created)

Once completed the account manager can optionally complete the Driver configuration by selecting "View":

Driver Configu	ration	×
Name:	Mike	
Last Name:	Lawless	
UserName:	UserName	
Password:	Password	
Confirmation:	Confirmation	
Rule:	60 Hours / 7 Days	~
Active:	\checkmark	
Personal Use:		
Yard Move:		
Exemption:		
License State:	✓	
License Number:	License Number	
DVIR WiFi only:	\checkmark	
<u>Unlock</u>		<u>Save</u>

Logbook

The logbook can be viewed for any driver at any given time (in near real time) by selecting the "Logbook" tab:

alatto	rm					*	Er	ic (i		n)								-	Dre		0.00	0	2/0	5/2	017	,						No	+													
placio						<u> </u>			sina										FIG	CVI	ous	0	2/0	5/2								146	AL.													
cute																																														
DRT	VER'	S D/			06																																									
		5 07		-		· .																																								
02/06/	2017						_	0			50								_		123	45														_	e	ma	n							
DATE								DR	IVER	MIL	ES										VEHI	CLE	: NUI	IDE	KD												0	GVE	PC 11							
Mifleet	t											-	20	200	(50	NA	15																													-
COMPAN													.0-	JKI	/ER	TUAL	ne -																													
17150	Via de	I Cam	po, St	:e 2	.00							-	123	34	r O D	0.01				050	(0)	0.0			5.01	1700	CD 4				DIT															-
1010 00	DRESS												5111		00	000	ATTE:		10111	DER	(3),	UK	1001		1 31	urr			001	1110	011	۰.														
	MICH- MICHT 1 2 3 4 5 6 7 8 9 10 11 NOON 1 2 3 4 5 6 7 8 9 10 11																																													
	MID- NIGHT 1 2 3 4 5 6 7 8 9 10 11 NOON 1 2 3 4 5 6 7 8 9 10 11																																													
N	MID- VIGHT 1 2 3 4 5 6 7 8 9 10 11 NO 1 2 3 4 5 6 7 8 9 10 11 NO 1 2 3 4 5 6 7 8 9 10 11														OTA	LS																														
)ff Duty		111	111	4	Щ	Щ	4	Щ	1		-	4	4	1	4	4	4	1	Ч	4	1	4		μ	11	Ľ	Ľ	Ľ	1					Ľ			1		4						12.9	7
	-	$\pm \pi$	+	+-		Hi	+	т. ПТ	+			╓┼	т. тт	╓┼	, T	╓	т. П	+	Π.	╉	'n	H	m	╈	Ť	╈	· TT	╈	TT	-		-		┢	ГТ	┢			-	-		-				
Sleeper	· - · · · ·	1.1.	1.1.	÷	Ľ			1	T,		1	1	1			1	1	1	1	1	1	ŧ	1.	Ľ	Ľ	Ľ	Ľ	Ľ	Ľ		÷			Ľ	Ľ				÷		-	Ľ			0.0	2
		tπ	tπ	đΤ	Π	т	T	П	T	П	П	π	П	r†	П	r†	П	T	П	T	П	Ш	П	t	Π	π	Π	Π	Π	Т	Т	Т	Т	π	П	Т	Т	Т	Т	Т	Т	Π	Т			
Driving	1				1		_				1						1				-	T			-		1																		0.0	1
On Duty			111	1	11		4	11			4	4	4			1	4	4	4	4	1	Ψ	11	μ	Ľ	Ľ	Ľ	Ľ	Ľ					Ľ	1	1	1		4	1		11			0.1	9
				+			-		+			-		-		+		-		+		+				-								ļ		ļ.,										
	0	1	2	3	4	r .	5		6	7		8		9		10		11		12		13		14		15	1	6	1	7	1	З	1	9	-	20	2	1	2	2	-	23	2	4		
Logs:																																														
	Ti	me						L	0Ca	itio	n					0	do	m	ete	r		S	tatı	IS									٨n	nol	at	ion										
02/	06/201	7 12:5	37 PM				San	Die	ago,	Ca	lifo	rnia						0					ON																					Ľ		
02/	06/201	7 12:5	57 PM				San	Die	ago,	Ca	lifo	rnia mia						0					D																							
02/0	06/201	7 12:5	50 DM				San		syo,	C	life	mia						0					28										P	ror		a										
02/1	06/201	7 01.:	10 PM				San		-90, ego	Ca	lifo	mia						0					OFF										0	ιυμ	PII	9								ň		
02/	00,201	/ 01.1	.0 814				Jan	Die	.y0,	Ca		- ne						0					orr																					L/		
02/																																														
02/0											_																																			

Unidentified Logs

If at any given point, a log is created from a ELD without a Driver associated with it the logs will be presented in the "Unidentified Logs" tab for viewing and correction:

Drivers	Logbook	Unidentified L	.ogs	Carrier-Requested L	.og	Edits	Dashboard	Viol	tions	DVIR	IFTA	Bill	ling Information	
												-		
Select	a resource	*	Sele	ct an ELD	*	02/14/	/2017		02/:	.4/2017			Execute	

Carrier-Requested Log Edits

At any point the Account Manager can make edits to the log by selecting \square icon seen below:

/06/2	017	7											0																12	34	45																		en	nar	n						
TE											_		DR	IVE	R M	LE	s										_		VE	HI	CLE	NU	MB	ERS													_		DR	IVE	RI	D	_				_
fleet																																																									
MPANY												_							C	0-D	RI	/EF	t N	AME																								_	_	_	_	_	_				_
150 V	/ia	del	Cai	np	o, s	Ste	2	00											1	23	34	r																																			
IN ADD	RES	s																	S	HIP	PIN	GI	00	CUN	(EN	ΤN	UM	BER	(S),	OR	NA	ME	OF	SH	IPPE	R /	ND	co	MM	OD	ITY								_							
_	_											_																																				_	_	_	_	_	_				
M NIC	ID- GH	r	1	2		\$	3		4		ŧ	5		6		7		8	8		9		1	0	1	11	N	100	DN		1		2		\$	3		4		5		6		1	7		8		9		1	0	1	11			то
	Т	П	П	Т	П	Т	Т	Π	T	Π	Т	Т	Π		Π	T	Π	Т	Т	Π	T	Π	Т	Т	Π			Т	Π	Π		Т	Π	П	Т	Т	Т	Т	П	Π	Т	П	Π	Т	Т	Π		Ē	Т	Π	Π	Т	Π	Π	Π	1	
Ducy															1	Ì	_			! 	1	_			1	1	1		_		1	1									1					1		-					-		1		13
eper	Ľ													μ	Ľ		Ч		1	μ	-	4	1		μ			4	Ч		ł	-	4	Ч	1		1	1	μ	Ľ		1	4			Ľ		4	4	Ц	1	Ľ	μ	μ	μ		0
	┢													╈	Π	+	П	Т	┢	П	+	П	Т		Π			╈	П		Н	Т	Н	Π			Т	\square	П	+	Т	╓┼	П	Т	T	Π		П	╓┼	Π	П	H	Π	+	Π		
iving																			-		t				Ľ	t	1	-			ti	+				-					1							+									0
Duby	Т	П	П	Т	П	Т	Т	Π	T	Π	Т	Т	Π			T	Ц	Τ	Т	Π	T	Π	Т	Т	Π			Т	Π		1		Π	П	Т	Т	Τ	Т	П	Π		Г	I	Т	Т			Т	П	Т	П	Т	Π	Π	Π		
Ducy																				'					'				'		T			_					<u>'</u>								L	_		_	_		_				10
	o i			2		3			4		5			6		ż		8	3		9		1	o i		11		12			13		14		1	5	1	6		17		18		1	9		20		21		2	2	;	23	3	24	
as:																																																									
		Tir	ne										L	oc	ati	or	1							Od	loı	ne	te	r			S	at	us										1	٩nı	10	ta	tio	n									
02/0	6/2	017	12	:57	P	4					Sa	n I	Die	ego	, c	al	ifo	rn	ia							0						01																								Γ.	2
02/0	6/2	017	12	:57	PN	4					Sa	n (Die	ego	, c	al	ifo	rn	ia							0						D																								_	_
02/0	06/2017 12:57 PM San Diego, (06/2017 12:57 PM San Diego, (, (al	ifo	rn	ia	_	_	_	_		_	0	_		_	_		SE					_						_		_	_		_	_	_	_	_	_			_	2		
02/0	5/2	017	12	:59	PN	4					Sa	n I	Die	ego	, 0	al	ifo	rn	ia							0						01												D	rop	opi	ng	_	_	_	_	_	_			L.	2
02/0	5/2	017	01	:10	PN	4					Sa	n l	Die	ego	, 0	al	ifo	rn	ia							0						DFI	F																							L.	2
0010	5/2	017 01:10 PM San Diego,												. 0	al	ifo	rn	ia							0						٥N												D	ror	iac	na										1	

Edit Log	×
Status:	ON V
Start Date:	02/06/2017 9:59 AM
End Date:	02/06/2017 10:10 AM
Elapsed:	
Location:	
Remark:	Dropping
	Save

If an edit was made and saved the history of that edit will show up for the given selected parameters:

Dr	rivers	Logbook	<	Unidentified Log	Is Ca	arrier-Reques	sted Log Edi	ts Das	hboard	Violations	DVIR	IFTA	Billin	g Information							
				* A	All driver	rs	* Ac	tive 🔻	01/03/	2017		02/14/20	17		All	٣	Execut	e			
	Driv	ver . Eric	7	Tractor Num 12345	ber	\$ 2/	Timestar /6/2017 12:	np 59:01 PM	¢	Requeste 2/6/20	d Timest 17 9:59:0	amp 1 AM	¢	Reques	ted Status PS		\$	Requested Location my house	¢	Event Status Requested	¢

Dashboard

The Dashboard allows the Carrier account manager to quickly view the status on a driver or drivers at any given point to monitor adherence to the given rules:

Drivers Logbook	Unidentified Logs Carrier-Requested Log Edits	Dashboard	Violations	DVIR	IFTA					
miplatform	• All drivers •	Execute								
Driver	🔻 Driving Hours 🍦	OnDuty Hour	; ¢ (Cycle OnDuty	r ¢	Next 30 Minutes Break	¢ Current Status ♦	Last Position	¢	Last Update 🛛
Eric (eman)	0/11	0.2/13.	8	0.2/59.	8		OFF	San Diego,Californi	а	Feb-06-2017 13:10

× /·					
VI	0	a	ti	or	۱S

Any noted violations to the rules can be viewed at any point for the selected parameters found in the Violations tab:

Terms and Condition:

vers Logbook	Unidentified L	ogs Carrier-I	Requested Log Edits	Dashboa	rd Violations	DVIR	IFTA	Billing Information
elect a resource	Ŧ	Select a driver	٣	Active	* 02/02/2017	7 12:00 AM		02/14/2017
<u>ecute</u>								
4 4 1 of 1	>	Find	Next 🛃 🗸 🍪					
IOS Violation F	> ▶I	Find	Next 🛃 • 😨					
	▶ ▶ ↓ ↓ Report. 12:00 AM - 02/14	Find /2017 12:00 AM	Next 🔍 - 🕲					
IOS Violation F	▶ ▶ ↓ ↓ Report. 12:00 AM - 02/14	Find /2017 12:00 AM	Next 📕 • 🔇					
IOS Violation F eriod: 02/02/2017 Driver	▶ ▶ ↓ ↓ Report. 12:00 AM - 02/14	Find /2017 12:00 AM UserName	Next 🛃 - 🔇		Viola	tion	_	
IOS Violation F eriod: 02/02/2017 Driver Eric	▶ ▶ ↓ ↓ Report. 12:00 AM - 02/14	Find /2017 12:00 AM UserName eman	Next 💐 🗸 🚱	18 AM	Viola 14-Hou	tion r Limit	_	

DVIR

To view uploaded Driver Vehicle Inspection Reports, select the DVIR tab, input parameters and select Execute to view DVIR records:

Drivers	Logbook	Unidentified Logs	Carrier-Requested Log Edi	ts Dashboard	Violations	DVIR IFTA	Billing Information					
Tractor	miplatform v All drivers v Active 02/02/2017 More filters Execute Tractor Number Trailer Number Satisfactory: All v Defect Corrected: All v Carrier Signature: All v											
Driver			🔻 Timestamp	♦ Tractor N	umber 👙	Trailer Num	ber 🗍 Satisfac	tory 🗍	Defect Corrected	÷	Carrier Signature	ŧ
Driver Eric (ema	an)		▼ Timestamp Feb-06-2017 12:55	Tractor N 223	umber 🗍	Trailer Num 11224	ber 🗍 Satisfac	tory 🗍	Defect Corrected	¢	Carrier Signature	÷
Driver Eric (ema Eric (ema	an) an)		 Timestamp Feb-06-2017 12:55 Feb-07-2017 14:00 	Tractor N 223 223	umber ‡ 344 344	Trailer Num 11224 11224	ber 🗍 Satisfac 7	tory 🛓	Defect Corrected	ŧ	Carrier Signature	\$



IFTA

IFTA reporting is based on the MiElogs mileage by state capture as well as fuel purchased (captured by MiElogs as well). Collected data from MiElogs app will populate logs within IFTA tab, the Carrier manager can edit/add missing jurisdictions to properly adjust taxes at a later time.

Drivers Logbook	Unidentified Logs	Carrier-Requested Log Edits	Dashboard	Violations	DVIR	IFTA	Billing Information				
2017 * None	۰ F	February *									
miplatform	* All v	ehicles * <u>Exect</u>	<u>ite</u>								
Total IFTA Miles 0	Total 0	Non-IFTA Miles	Total Miles D		Tot 0	al Gallons		Average Miles / Gallon 0.00		Total Tax Due \$0.00	
Jurisdiction There is not data	Total Miles	🛊 Taxable Miles 🗍 M	PG 🗍 Ta	axable Gallons	÷	Tax Pa	id Gallons 🛛 🍦	Net Taxable Gallons	🗍 🗧 Tax Rate		\$
									+Add Jurisdiction	+ReCalculate	d PDF

Support

We are always making changes and improving the MiFleet platform, as we make changes we will be updating this guide.

We greatly appreciate customer feedback. Please let us know if there is anything you would like to see added or changed to making your MiFleet experience better.

For questions, comments, feedback, and general support, please contact us as: <u>fleetsupport@mifleet.us</u> For sales support please contact: <u>fleetsales@mifleet.us</u>