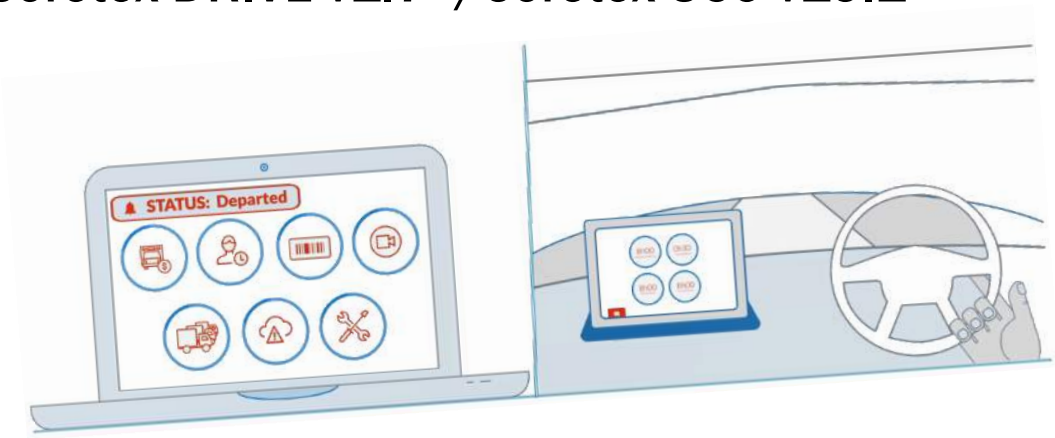
Product:	Coretex ELD solution
Version:	Coretex DRIVE v1.7+/Coretex 360 v19.1
Release Type:	External Use (Confidential to Coretex Limited)
Release Date:	Jun 2019

Coretex 360: ELD Administration Guide

Coretex ELD solution is integrated with: Coretex DRIVE v1.7+/Coretex 360 v19.1



Driving Intelligence

Contact Coretex

Local in-country support is available within Australia, New Zealand and North America.

Please visit coretex.com for support and contact details.

Contact Documentation

Feedback with regards to Coretex documentation can be made by emailing the *Documentation Team* at `documentation@coretex.com`. We welcome all suggestions, corrections and general feedback.

Guide updates

The *Coretex 360: ELD Administration Guide* is a living document. The *Documentation Team* updates and expands this guide whenever updates are required. Review the Revision History section to ensure you are working with the most up to date copy.

Guide master location (latest copy)

The master and most up to date copy of this guide is available (as of Jun 2019):

Upon request from documentation@coretex.com (subject to permission)

A backup repository on the *Coretex Intranet* (hosted on the *Office 365 Sharepoint* environment).
This is intended for access by Coretex staff and you will require share rights to the Documents folders at:

Documents > Coretex Guides (Documentation team) > Coretex 360 Guides

Beneath here are master copies of PDF's split by product and category (Admin, User, Installation etc.) and all master source Microsoft Word documents are in a single Word source files sub-folder (beneath the product sub-folder).

Customers and dealers can access certain user and other guides from the Coretex 360 Help portal, accessible from the Coretex 360 Home screen (by clicking the Help icon). You will need an authorised Coretex 360 login to access Coretex 360 and the help portal.

Sample Coretex DRIVE *interface for driver's using the* Coretex ELD solution*:*

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About this guide

North America customers only

ELD and Driver Hours functionality, as described in this guide is specific to North America.

This **Coretex 360: ELD Administration Guide** describes the functions available for the **Coretex ELD solution** within **Coretex 360.** This enables an administrator to configure the use of the ELD related functionality for:

- drivers using the ELD interface in the **Coretex DRIVE** application on their in-cab Android mobile device (tablet or smartphone)
- drivers using the DRIVER PORTAL in **Coretex 360** to examine and report on their own driver logs

For full details of all functionality available for drivers refer to:
- Coretex DRIVE: ELD Drivers Guide

and to allow access for supervisors/administrators to:

- review the drivers log entries for drivers they are configured to administer
- generate *Supervisor Proposal* edits of drivers logs to be sent down to the drivers for them to review on their tablet
- perform data transfer requests for roadside inspection purposes
- run analysis reports of driver/vehicle activity
- perform maintenance of driver details (now with ELD related data defaults)
- maintain the hierarchy of carriers, divisions, terminals for controlling drivers access to vehicles

Supervisors/Administrators may also want to analyze Drivers logs and diagnostics of their Coretex DRIVE sessions on their mobile device. For details on these topics refer to the *Coretex DRIVE: ELD Drivers Guide*.

Intended audience

This Coretex 360: ELD Administration Guide is for:

- Coretex staff/partners working as supervisors or administrators of the **Coretex 360** application

Related documentation

This guide is intended to be used in conjunction with the following documents:

Guide Title	Category	Description
Coretex 360: ELD Driver Guide	User (Driver)	User Guide for drivers' to work with the Coretex ELD solution in **Coretex DRIVE**, on their in-cab mobile device.
Coretex 360 - DVIR: Administration Guide	Admin	Administration guide for supervisors/administrators using **Coretex 360** to configure DVIR for drivers and users
Coretex DRIVE: DVIR – User Guide	User	More detailed User Guide for use of Vehicle Inspections or DVIR (*Driver Vehicle Inspection Reports*) within **Coretex DRIVE**
Quick Reference Coretex DRIVE: Driver In-cab Guide (General Operations)	User (Driver)	• Quick Reference guide for drivers to keep in their vehicles for use of the Coretex ELD Solution with **Coretex DRIVE** • Spanish version available also

Quick Reference Coretex DRIVE: Driver In-cab Guide (Data Diagnostics/Malfunctions)	User (Driver)	Summary user guide to refer to Data Diagnostic and Malfunction codes that can be encountered with Coretex ELD solution (content is also in this guide).
Quick Reference Coretex DRIVE: ELD Visor Card	User (Driver)	For drivers to refer to summary dashboard features, Roadside Inspection procedures and Data Diagnostics/Malfunctions
Coretex DRIVE: TMU Installation Guide	Install	Installation Guide for installers pairing vehicle and TMU for use with Coretex 360/Coretex DRIVE.

Revision history

This following table provides the revision history of this guide:

Product/Version	Date	Description
v1.0	Dec 2017	First release.
v1.1	Mar 2018	Updated for new features
v1.2	Oct 2018	Revisions for Coretex 360 v18.3 for ELD Canada and violations
v1.3	Apr 2019	Revisions for Coretex 360 v19.1

Coretex ELD solution

ELD mandate	The **USA ELD mandate** was published by the FMCSA in 2015 with a goal to increase safety and accountability in the trucking industry. It is a set of detailed guidelines on operation of trucks for trucking companies and their fleets and drivers. It was legislated for all drivers in the USA to comply by Dec.2017 or face prosecution.
	The **Canadian ELD mandate** was published as a final draft by the CCMTA in 2017. It adopts many of the provisions of the USA regulations, but with some differences and it is expected a compliance date in the fourth quarter of 2019 will be instigated.

Organizations can choose to see ELD as a tax and attempt to minimize the cost, or they can see it as an opportunity to drive competitive advantages.

Coretex has built its ELD solution from the ground-up and created one of the few fully integrated solutions on the market today. For organizations that want a fully featured, fully integrated ELD solution Coretex is best in class!

The Coretex ELD solution is tightly integrated with the **Coretex 360** application suite. The easy-to-use interface has been developed in partnership with a number of large fleet operators in North America.

The Coretex ELD solution *supports:*

- all North America driver rulesets, including interstate rules
- team, exempt and short haul drivers
- permanent and temporary vehicles installations
- ELD compliance for rental vehicles

- the Coretex ELD solution is in full compliance with USA ELD mandate defined by the *Federal Motor Carrier Safety Administration* (FMCSA)
- the Coretex ELD solution is in full compliance with Canada ELD mandate defined by the *Canadian Council of Motor Transport Administrators* (CCMTA)

ELD functionality

Mobile device	Add additional	Control your data usage	FMCSA registered ELD	Fully integrated into back office
✔	✔	✔	✔	✔

For drivers

The Coretex ELD solution *allows drivers to:*

- set their driver duty status during a trip and interact with co-drivers
- process information cards on their Coretex DRIVE dashboard for dealing with tasks like *Vehicle Inspections (DVIR)* and *Shipment number* entry
- display/edit their daily driver logs and the vehicle's unidentified driving records
- certify their daily logs
- deal with *Data Diagnostic/Malfunction* events
- review and accept/reject edits proposed by their supervisor
- change ruleset when appropriate to comply with applicable jurisdiction
- allow a *Roadside Inspection* to be performed on their mobile device, and for uploads of driver log data to FMCSA

For drivers, compliance couldn't be easier – all they need to do is log in at the beginning of the day, even outside cellular coverage. They can also view their drive time availability in multiple rulesets prior to log in.

For Supervisors/Administrators

The Coretex ELD solution *allows a supervisor/administrator to:*

- review the daily logs of all drivers under their administration
- propose edits to drivers daily logs and unidentified driving records to be sent down to a driver's mobile device for them to consider
- configure drivers for ELD via Driver Manager
- upload drivers log data to FMCSA
- analyse drivers daily logs with a suite of *Driver Hours* reports

Dispatchers or supervisors/administrators can readily track and manage compliance in Coretex 360 via a dashboard which offers easy access to driver availability data, and interactive graph and multi-edit features for easy log editing.

Coretex ELD: it's your path to increased efficiency, slashing paperwork for drivers by up to 63 percent and for office staff by 14 percent. Manual logging is so yesterday!

Access to ELD functionality is determined by:

- account is configured for use of the Coretex ELD solution
- a hierarchy of carrier, divisions and terminals is configured – at least one carrier and division must be setup and a driver/user assigned to that division
- the Android mobile device operating Coretex DRIVE must be configured for use of the same division in order to be able to select from vehicles in that division

Full details of ELD administration for supervisors/administrators via Coretex 360 can be found in:

- Coretex 360: ELD Administration Guide

Overview of Coretex DRIVE

Coretex DRIVE is primarily a purpose-built, mobile device (tablet/mobile smartphone)-based in-cab system that links drivers to vehicles, and vehicles to dispatchers. Working in harmony with Coretex 360, Coretex DRIVE gives drivers the information they need to do their jobs efficiently and safely.

Built around a familiar modular app framework, Coretex DRIVE offers single pane of glass access to turn-by-turn trucking navigation, messaging, jobs, vehicle inspections (DVIR), checklists, fatigue information, the Coretex ELD solution, real time driver feedback as well as your choice of custom applications.

Coretex DRIVE makes it easy to roll out Android-based mobile apps to drivers quickly and securely; and is optimized to run on Coretex-approved mobile devices.

With Coretex DRIVE the user interface is the mobile device used by the driver of the vehicle and functionality is integrated into a backend Coretex system (e.g. Coretex 360).

Coretex DRIVE *features:*

- integrates all your apps in one place on one screen in an easy-to-use format for drivers -- the driver sees important information on a single screen and is alerted with notifications' called *Information Cards*
- links any third party applications, such as email or *Google Maps*
- features single sign-on for integrated applications
- displays driver messages, directed job workflows, driver initiated forms, *Electronic Logging Devices* (ELD functionality), *Driver Vehicle Inspection Reports (DVIR)* and much more
- device home button can take you back to the dashboard - this can be configured to happen just while working

Example with driver friendly single dashboard view on an in-cab Android tablet (shown together with telematics unit):

Not only a mobile app

Coretex DRIVE (or "DRIVE") is also:

- a cloud of online services, the so called *microservices* and comes with complete API access and a portal is available for administrators to configure functionality and view the data
- providing access to a Coretex installation application for installers to use to pair and configure a vehicle to it's TMU

Mobile device hardware

Coretex DRIVE is installed onto an Android mobile device with the intended use being for drivers to manage their delivery schedules (from within their vehicles during their trips).

This example is with an Android tablet, but mobile smartphones that meet the minimum requirements are also supported.

Some common access keys:

Home key	• takes you to the Coretex DRIVE dashboard • wakes up the mobile device	Back key	• takes you to the previous window • removes keyboards from the screen • closes dialog boxes

Refer to the mobile device manufacturer's documentation for detailed information about the device you are using

It is recommended you keep your mobile device connected to the in-cab charger to ensure it does not run out of battery power during the trip.

Mobile device minimum system requirements

Tablet and mobile smartphone devices for running Coretex DRIVE need to comply with the minimum hardware and operating system specifications needed to support the operation of the system. From 2019 Coretex will support customers' BYOD ("bring your own device") which will greatly broaden the make/model base of devices employed with Coretex DRIVE.

For compliance with using Coretex DRIVE, *all devices should meet the following minimum requirements:*

• **Google Android operating system, version**: level 22, version 5.0 (Android official version or a customised Android build that has been assessed by Coretex)	• Wi-Fi and 3G (or higher) available
• **CPU**: Quad-core 1.3 GHz or similar	• **RAM**: 1 GB
• **Screen**: 5" HDPI (720 x 1280) or 7" MDPI (600 x 1024)	• **Internal storage**: 8 GB

Driver Manager - Configuration of drivers

All drivers belonging to accounts configured for ELD functionality will have additional default ELD settings. These can be accessed in Driver Manager for each driver within Coretex 360.

Driver Manager

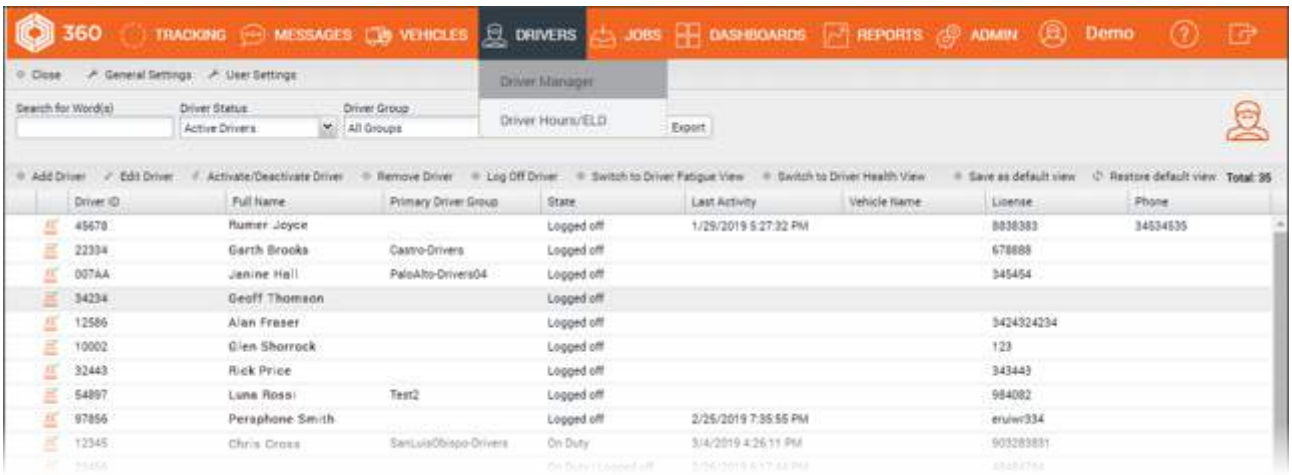
Driver Manager: Maintenance of all Drivers details

DRIVERS > Driver Manager

This is a powerful facility to allow a supervisor/administrator to:

- maintain a list of driver details for all drivers under their administration
- export driver details (to a new *Microsoft Excel* spreadsheet) for use in further analysis
- explicitly log a driver off if they are registered as logged in for using the DRIVER PORTAL, or via Coretex DRIVE on their in-cab mobile device
- temporarily activate/deactivate a driver from being able to login to Coretex 360/Coretex DRIVE
- switch to a *Driver Fatigue View* for management of drivers' available driving time
- switch to a *Driver Health View* for monitoring of drivers' properties/settings and latest ELD data

Sample Driver Manager *tab:*



➢ *Click* *on the* Coretex 360 *toolbar and select* Driver Manager *from the dropdown menu:*

- Maintenance of all Drivers details

Full details of driver settings maintenance are described in:

- Coretex 360: Driver Manager Administration Guide

Accessing settings for ELD drivers

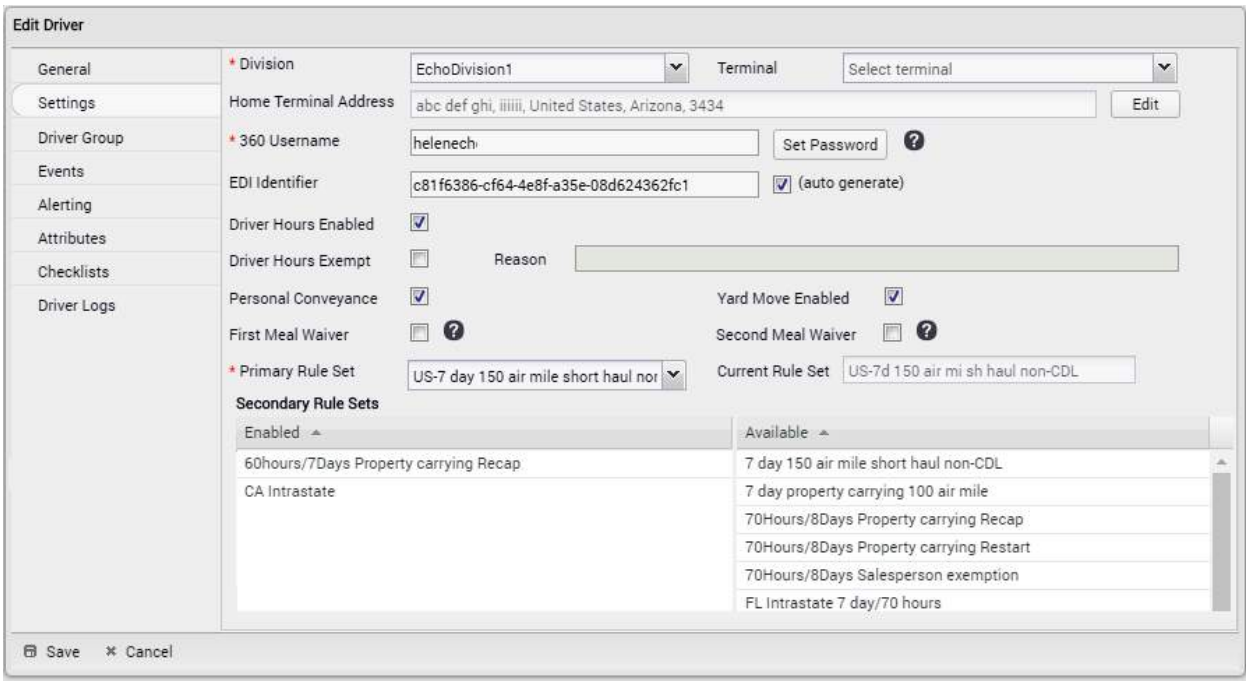
Here we will describe the ELD related driver settings that can be maintained in Driver Manager.

* = mandatory entry
What fields are presented (and mandatory or optional entry), varies by country and modules installed.

Take the option:

DRIVERS > Driver Manager > (select a driver in the list) > Edit Driver > Settings tab

To present the Edit Driver *(ELD)* > Settings tab:



Most of the fields shown above will only be enabled for installations configured for ELD
(i.e. **Driver Hours Enabled** has been checked)

ELD related settings

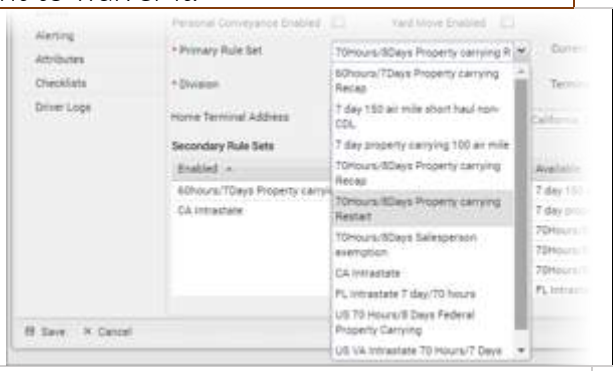
For drivers belonging to accounts configured for ELD, most of the driver settings (shown above) will appear.

ELD related Driver settings can be set:

Field	*Description/Notes*
Division MANDATORY	*Access to drivers and vehicles is controlled to some extent with a hierarchy of:* • for the purposes of DVIR and ELD → Carriers, Divisions and Terminals • for the purposes of DVIR, a further grouping of Vehicle Groups can be used *For each driver:* • specify the default Division for the driver and then the driver will only have access to fleets/vehicles tied to that division (mandatory) • optionally, specify a Terminal within the selected Division – this will further restrict the range of vehicles the driver can access
Terminal	Optionally, you can assign a driver to one of many Terminals defined for the Division. Divisions/Terminals are maintained by a **Coretex 360** administrator via *Admin > Company Settings > Divisions (or Terminals)* For maintenance of Carriers/Divisions and Terminals, refer to appendix in the: • Coretex 360: ELD Admin Guide • Coretex 360: DVIR Admin Guide

Home Terminal Address	ELD legislation for Canada requires registration of a home terminal address for every driver. Use of **Home Terminal Address** is optional outside of Canada. This is their address relating to their usual base when they leave on a trip (e.g. could be their depot or home address) and the address they return the vehicle to at the end of a shift. *A default* **Home Terminal Address** *is determined when a driver is assigned a Division (and Terminal):* • when adding a driver, selection of a **Division** is mandatory and selection of a **Terminal** is optional • when you only select a **Division** then the **Home Terminal Address** defaults to the registered *Division* address • if you also select a **Terminal**, then the **Home Terminal Address** defaults to the registered *Terminal* address You are free to customize the address from the supplied default and click **Save** to save changes. As soon as you edit a driver address here the checkbox at the top (either **Use Division Address** or **Use Terminal Address**) will become unticked and indicate it is no longer an inherited default address. To return to the default address of either the Terminal or Division simply check the box again and click **Save**.
Coretex 360 Username MANDATORY Set Password	Drivers will have the facility to sign in to **Coretex 360** to access the DRIVER PORTAL, a limited interface where they can access <u>only their</u> driver logs. • enter the **Username** the driver can use to sign in to **Coretex 360** • click **Set Password** and set the password (6 characters or more) that the driver can use to sign in to **Coretex 360**

Field	*Description/Notes*
EDI Identifier (20 char max)	Generally, leave this field to the default content, i.e. the generated EDI Identifier. A unique EDI Identifier can be lodged against the driver (e.g. 6E902BDC-5940-0EA8-68A1-2239AA7B4505). You can have the system generate a code for you by ticking the (auto generate) checkbox. This is used as a unique identifier for linking to other systems.
Driver Hours Enabled	• ticked by default to enable ELD for this driver, this enables the ELD interface when the driver accesses Coretex DRIVE on their in-cab mobile device Default

Driver Hours Exempt	• tick to exempt ELD for this driver
Reason	• provide a sentence as a reason for why the driver should be exempt (up to 500 characters)
Personal Conveyance Enabled	• tick to enable the driver to be able to select a driver duty status of: Personal Conveyance
Yard Move Enabled	• tick to enable the driver to be able to select a driver duty status of: Yard Move
First Meal Waiver	Only relevant if set and in conjunction with particular ruleset (e.g. California ruleset). For rulesets where it is legislated that drivers must have a meal break then ticking this entry and operating as such is proof that the driver has agreed to waiver their first meal break (as it is often inconvenient).
Second Meal Waiver	Same as First Meal Waiver (above) but a separately legislated second meal break may need proof of agreement to waiver it.
Primary Rule Set MANDATORY	Rules sets are defined in Coretex 360 and an applicable primary rule set to be used as a default (by the driver on their mobile device in Coretex DRIVE). 
Current Rule Set	This is a display of the last Rule Set selected by the driver on their mobile device in Coretex DRIVE.
Secondary Rule Sets	Drivers on their mobile device in Coretex DRIVE can change the rule set that is applicable to the jurisdiction they are currently in (e.g. when crossing over from USA into Canada). What rule sets available for them to choose from is determined by the secondary rules sets configured here. A supervisor/administrator setting up a driver entry will see all the Available rule sets and drag relevant ones for the driver over to the left column Enabled. *Any number of secondary Rule sets may be defined and presented in the Available list to select from:* • drag appropriate secondary rules sets from the *Available* list on the right, into the *Enabled* list on the left.

- click Save to save all changes

ELD Driver Logs access for Supervisors/Administrators

For sites configured for using ELD, this option allows for Supervisors using **Coretex 360** to access a driver entry and quickly to see a trail of their daily driver logs.

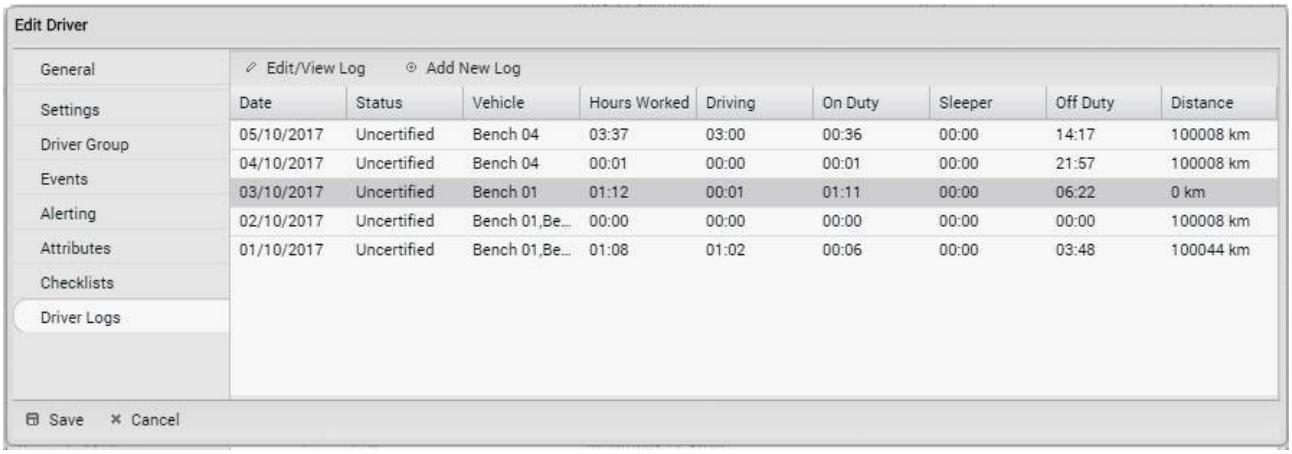
For customers configured for use of ELD (*Electronic Logging Device*) then drivers use Android mobile devices and the **Coretex DRIVE** application to manage their daily trips, with two-way integration with **Coretex 360**.
Some drivers may also wish to sign in to **Coretex 360** directly to work with their daily driver logs. Refer to the *Coretex DRIVE ELD: Driver Guide* for details.

Having selected a driver, an ELD supervisor/administrator can access the *Edit Driver* screen and the **Driver Logs** tab.

Driver Logs tab will only appear for sites configured for ELD.

DRIVERS > Driver Manager > (select a driver in the list) > Edit Driver > Driver Logs tab

To present the Edit Driver *screen (Driver Logs):*



This is an alternative access to the same facility as:

DRIVERS → Driver Hours/ELD → Driver Logs → (select a driver in the list) → Edit/View Log

For details refer to section DRIVER PORTAL where the screen is described from the point of view of a driver accessing only their logs. Supervisors/Administrators can select any driver under their administration and perform the same functions on the selected drivers logs.

Driver Fatigue View access for Supervisors/Administrators

An important part of driver management is managing their *available driving time* to ensure they are compliant with fatigue management policies in place.

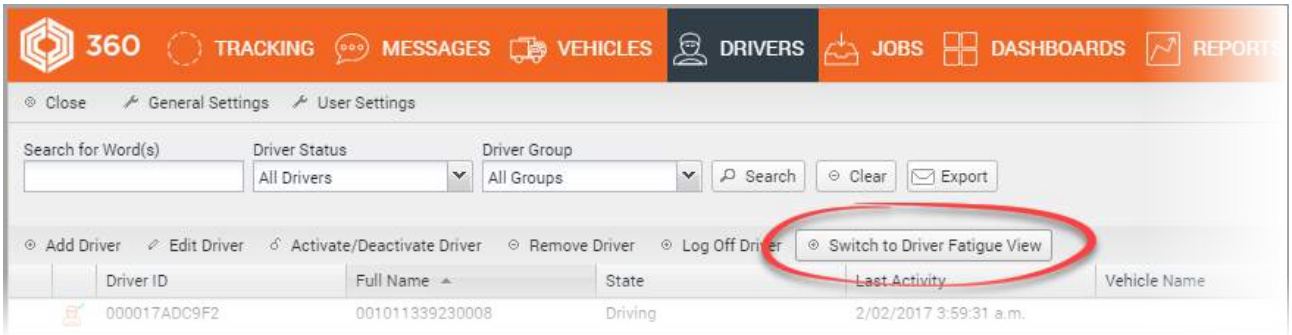
This section only describes what is applicable with ELD enabled sites in North America.

Supervisors/administrators manage drivers under their administration via the *DRIVERS* > *Driver Hours/ELD* menu.

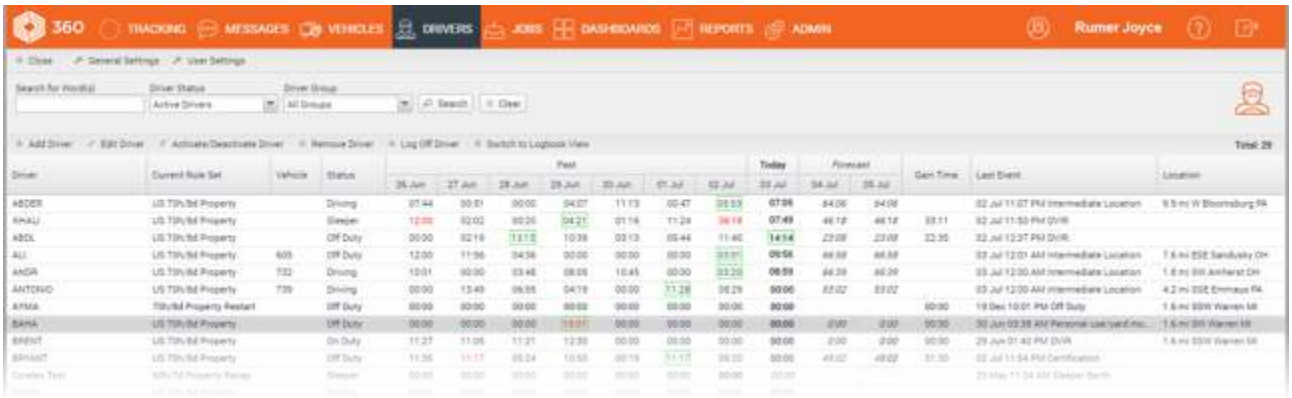
In addition, they can select *DRIVERS* > *Driver Manager* to view a drivers' availability via the *Driver Fatigue View* screen.

Accessing Driver Fatigue View

DRIVERS > Driver Manager > (select a driver in the list) > Switch to Driver Fatigue View

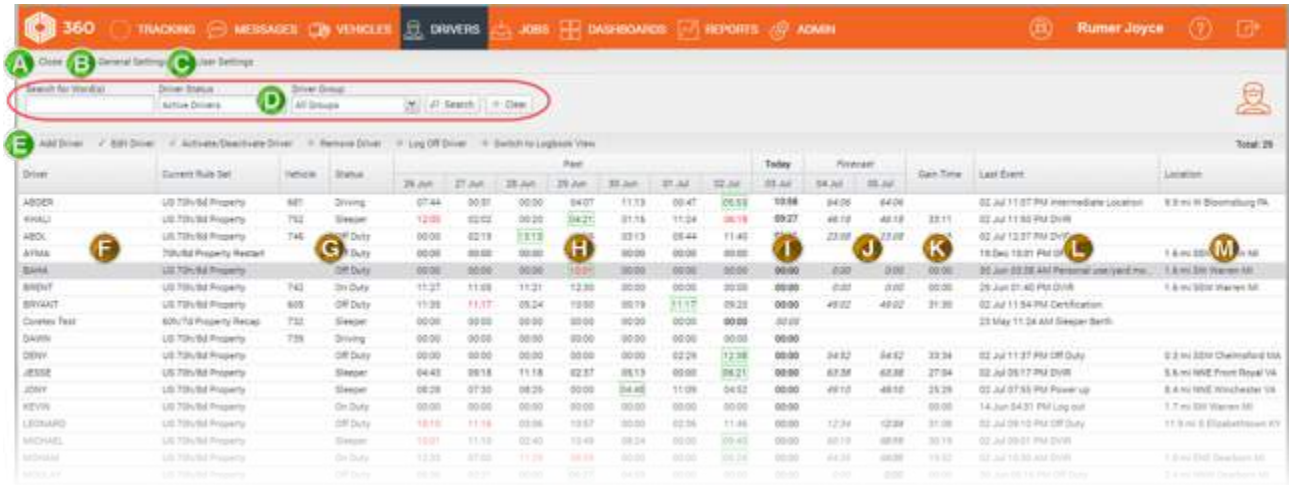


to view the drivers' availability (Driver Fatigue View screen):



Overview of Driver Fatigue View

Driver Fatigue View screen:



Basic legend

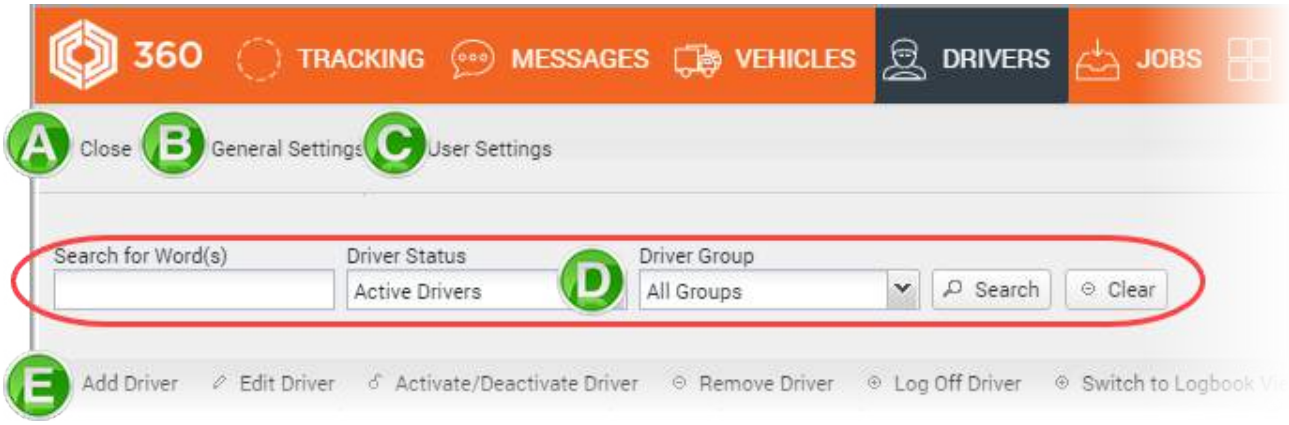
Drivers' actual and forecast driving time availability is presented in the Past, **Today** and *Forecast* columns. Various visual indicators are used to confer meaning and these are explained in this basic legend.

A basic legend of the colours and highlighting of data in this list:

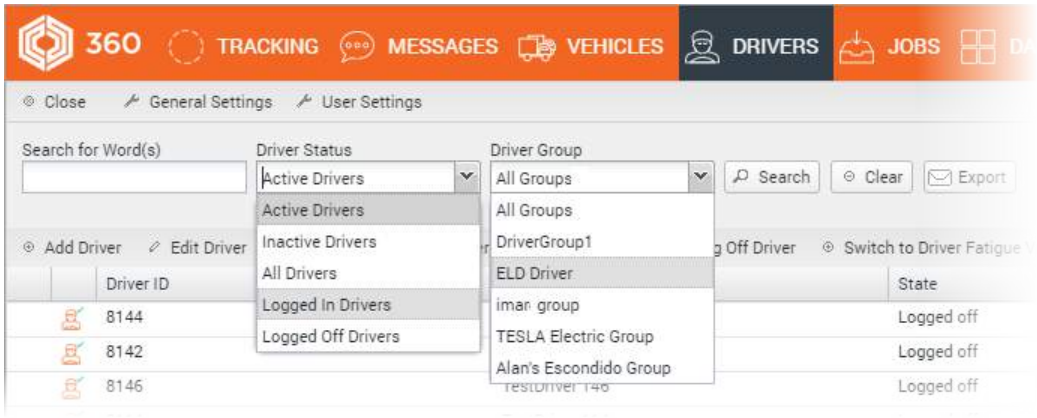
Column	*Type*	*Description*	*Example*
Past	Plain black type	Represents actual driving time submitted for the 7 days prior to Today	05:53
Today	**Bolded black type**	Bolded tells you the figure represents real driving time submitted by the driver for today	**11:47**
Forecast	*Italic black type*	Italics tells you the figure is a forecasted calculation of the drivers available time in the future	*66:39*
Past, **Today**	Type in red	If one or more violations events have been recorded for the day the figure indicates this by appearing in red	06:18
Past, **Today**	Green box round figure	**Restart date** If a driver has a day where their cycle hours has been reset to the full allocation (e.g. 70 hours), this is called a Restart and is shown with a green box around the actual driving hours figure.	03:34

Additional legend visual indicators are employed in certain situations, e.g. when a supervisor operates in a different timezone to the drivers they supervise. For details refer to section *Dealing with timezones*.

Key to areas of Driver Fatigue View



A	**Close** Close *Driver Fatigue View* and return to your default homepage.
B	**General Settings** Set standard *Driver Groups*, default alerts for all drivers and specific ones for *Driver Groups*, default attributes for use for all drivers.
C	**User Settings** Set table or grid display fields preferences and select what fields **Export** (on the Drivers' selection view) will export to.
D	**Search for Word(s)** *By default, the list of drivers presented in the list is for:* • drivers with a status of **Active** • drivers in all *Driver Groups* You can search and filter on the list to narrow down the selection to find a specific driver's records. *Search for specific drivers by:* • specifying characters from their name/s in **Search for Word(s)** **Filter by Driver Status and/or Driver Group** *Filter drivers displayed in the list by:* • selecting a particular **Driver Status** – filter out either *Active* or *Inactive* drivers – or list only drivers currently logged in or out of **Coretex 360** • selecting all **Driver Groups** – or specific a single **Driver Group** – only drivers in the selected **Driver Group** will be listed


360
TRACKING
MESSAGES
VEHICLES
DRIVERS
JOBS
Close
General Settings
User Settings
Search for Word(s)
Driver Status
Active Drivers
Active Drivers
Inactive Drivers
All Drivers
Logged In Drivers
Logged Off Drivers
Driver Group
All Groups
All Groups
DriverGroup1
ELD Driver
imar group
TESLA Electric Group
Alan's Escondido Group
Search
Clear
Export
Add Driver
Edit Driver
Off Driver
Switch to Driver Fatigue
Driver ID
State
8144
Logged off
8142
Logged off
8146
Logged off

E	**Driver Manager toolbar** Add/Edit a driver's details, activate/deactivate a driver in the system, remove a driver from the system and explicitly log a driver off the system. For details of the Driver Manager toolbar refer to: • Coretex 360 Drivers: Administration Guide

Information visible on the Driver Fatigue View *screen:*

F	**Driver/Current Rule Set** Display of driver's name and the current Rule Set they are working with
G	**Vehicle/Status** Display of the current vehicle, and driver's current duty status (e.g. Off Duty, Driving)
H	**Past** Seven columns of figures displaying drivers' actual On-Duty times over the previous seven days. A history of the last seven days of actual On-Duty time received from the driver.
I	**Today** What is displayed is with respect to today, with the past 7 days actual driving times, todays real time updates and a forecast of the drivers' available On-Duty time in the next two days. In bold is printed the actual On-Duty time today, so far. This is an "active" column that will increment through the day.
J	**Forecast** On a *Restart Rule Set*, each forecast column will display the full total working hours available in the cycle (i.e. generally both forecast columns will show the same calculated figure). On a *Recap Rule Set* the available hours will be the hours available before the cycle time limit is exceeded.
K	**Gain Time** Gain time will appear if a driver is not working and is the number of hours before a driver will gain more cycle hours. As soon as a driver sets their status to a non-working status the dashboard burndown gauge will switch to show in blue and display the Gain time winding down. For definition of what are working and non-working driver duty statuses refer to the *ELD Glossary*.
L	**Last Event** **Date/time of latest recorded event and event name** This is the date/time of the latest event received from the driver's vehicle and a description of the event.
M	**Location** **Latest recorded driver location** This is the latest recorded location received from the driver's vehicle.

Dealing with timezones

The *Driver Fatigue View* is laid out with respect to the timezone of the currently logged in user (e.g. supervisor) running the feature (e.g. the **Today** column indicates the today of the user looking at the *Driver Fatigue View*).

Drivers' entries in the list however, are with respect to the timezone of that driver.

For example:

The supervisor is viewing this screen in the USA and today is the 3rd July. Driver KHALI operates in the same timezone and has posted 06:18 hours of actual On-Duty time for the previous day, the 2nd July. They are driving today and with the last received event from a couple of minutes ago, this incremented the actual driving time for today to **07:23**:

Switch to Logbook View

Driver	Past							Today	Forecast		Gain T
	26 Jun	27 Jun	28 Jun	29 Jun	30 Jun	01 Jul	02 Jul	03 Jul	04 Jul	05 Jul	
ABDER	07:44	00:51	00:00	04:07	11:13	00:47	08:41	**06:39**	*54:54*	*54:54*	
KHALI	12:00	02:02	00:20	04:21	01:16	11:24	06:18	**07:23**	*40:00*	*40:00*	29:0
ABDL	00:00	02:19	13:13	10:39	03:13	05:44	11:40	**11:00**	*15:34*	*15:34*	
ALI .	12:00	11:56	04:36	00:00	00:00	00:00	03:27	**09:29**	*57:25*	*57:25*	
ANDR	10:01	00:00	03:48	08:05	10:45	00:00	04:26	**08:33**	*57:42*	*57:42*	27:4
ANTONIO	00:00	13:49	06:55	04:19	00:00	11:28	06:35	**08:57**	*43:17*	*43:17*	
AYMA	00:00	00:00	00:00	00:00	00:00	00:00	00:00	**00:00**			00:0
BAHAA ALYASIRI	00:00	00:00	00:00	10:01	00:00	00:00	00:00	00:00	*0:00*	*0:00*	00:0

If KHALI is operating in a timezone ahead of the supervisor's timezone, then today from their perspective may be 4th July and so the data is reported from the driver's timezone:

Switch to Logbook View

Driver	Past							Today	Forecast		Gain T
	26 Jun	27 Jun	28 Jun	29 Jun	30 Jun	01 Jul	02 Jul	03 Jul	04 Jul	05 Jul	
ABDER	07:44	00:51	00:00	04:07	11:13	00:47	08:41	**06:39**	*54:54*	*54:54*	
KHALI		12:00	02:02	00:20	04:21	01:16	11:24	06:18	**07:23**	*40:00*	29:0
ABDL	00:00	02:19	13:13	10:39	03:13	05:44	11:40	**11:00**	*15:34*	*15:34*	
ALI .	12:00	11:56	04:36	00:00	00:00	00:00	03:27	**09:29**	*57:25*	*57:25*	
ANDR	10:01	00:00	03:48	08:05	10:45	00:00	04:26	**08:33**	*57:42*	*57:42*	27:4
ANTONIO	00:00	13:49	06:55	04:19	00:00	11:28	06:35	**08:57**	*43:17*	*43:17*	
AYMA	00:00	00:00	00:00	00:00	00:00	00:00	00:00	**00:00**			00:0
BAHAA ALYASIRI	00:00	00:00	00:00	10:01	00:00	00:00	00:00	00:00	*0:00*	*0:00*	00:0

In this situation the actual working time that is currently being received from the driver will appear bolded in the first *Forecast* column, and the **Today** column lists the complete time from the day before and is NOT bolded. The oldest received hours (e.g. 26 Jun) will appear blank indicating the driver's entries have been shifted a day due to timezone differences.

Hence, any figures appearing in the Today column that are not bolded, tells you that that driver is in a different timezone to the supervisor, to the extent that driving time is posted on different days with respect to both parties!

Accessing Drivers' Availability report

The information in the *Driver Fatigue View* screen is also available in a report called **Availability** from within Reports Manager.

A report detailing the *Driver Fatigue View* can be printed from Reports Manager.

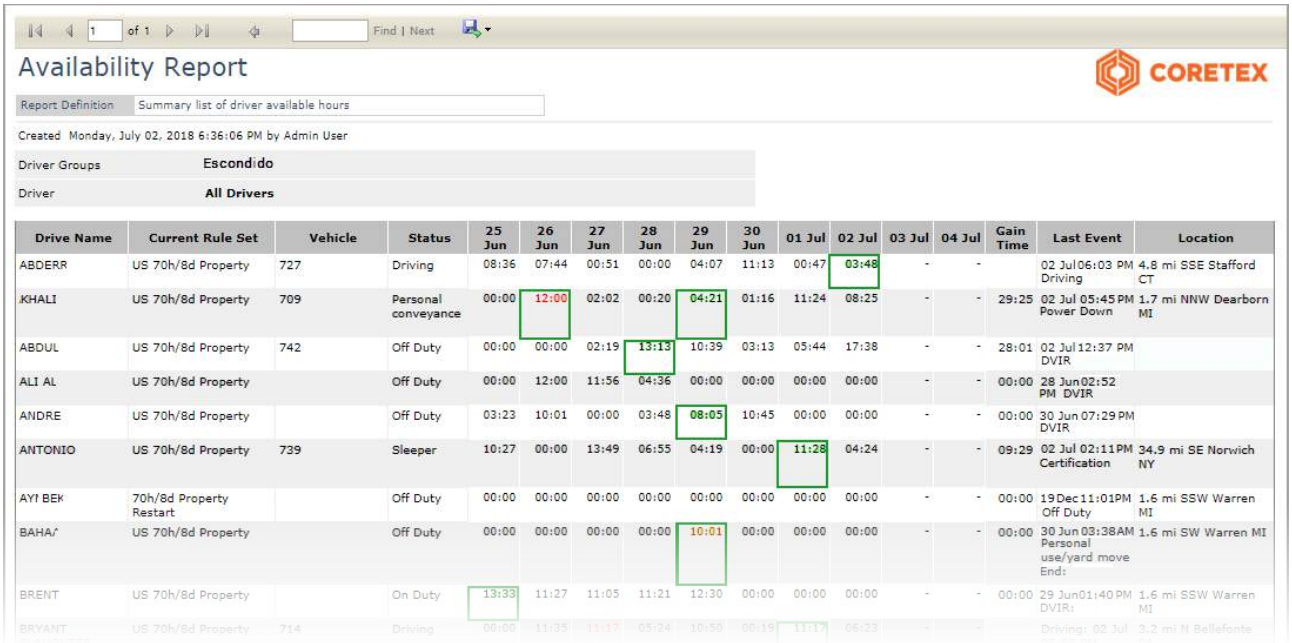
Take the option:

REPORTS > Driver Hours/ELD > Availability

For details of Driver Hours/ELD reports refer to:

- Coretex 360 Reports: User Guide

Sample Driver Hours/ELD > Availability report:



1 of 1 Find | Next

Availability Report

CORETEX

Report Definition: Summary list of driver available hours

Created Monday, July 02, 2018 6:36:06 PM by Admin User

Driver Groups: Escondido

Driver: All Drivers

Drive Name	Current Rule Set	Vehicle	Status	25 Jun	26 Jun	27 Jun	28 Jun	29 Jun	30 Jun	01 Jul	02 Jul	03 Jul	04 Jul	Gain Time	Last Event	Location
ABDERR	US 70h/8d Property	727	Driving	08:36	07:44	00:51	00:00	04:07	11:13	00:47	03:48	-	-		02 Jul 06:03 PM Driving	4.8 mi SSE Stafford CT
KHALI	US 70h/8d Property	709	Personal conveyance	00:00	12:00	02:02	00:20	04:21	01:16	11:24	08:25	-	-	29:25	02 Jul 05:45 PM Power Down	1.7 mi NNW Dearborn MI
ABDUL	US 70h/8d Property	742	Off Duty	00:00	00:00	02:19	13:13	10:39	03:13	05:44	17:38	-	-	28:01	02 Jul 12:37 PM DVIR	
ALI AL	US 70h/8d Property		Off Duty	00:00	12:00	11:56	04:36	00:00	00:00	00:00	00:00	-	-	00:00	28 Jun 02:52 PM DVIR	
ANDRE	US 70h/8d Property		Off Duty	03:23	10:01	00:00	03:48	08:05	10:45	00:00	00:00	-	-	00:00	30 Jun 07:29 PM DVIR	
ANTONIO	US 70h/8d Property	739	Sleeper	10:27	00:00	13:49	06:55	04:19	00:00	11:28	04:24	-	-	09:29	02 Jul 02:11 PM Certification	34.9 mi SE Norwich NY
AYI BEK	70h/8d Property Restart		Off Duty	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	-	-	00:00	19 Dec 11:01 PM Off Duty	1.6 mi SSW Warren MI
BAHA/	US 70h/8d Property		Off Duty	00:00	00:00	00:00	00:00	10:01	00:00	00:00	00:00	-	-	00:00	30 Jun 03:38 AM Personal use/yard move End:	1.6 mi SW Warren MI
BRENT	US 70h/8d Property		On Duty	13:33	11:27	11:05	11:21	12:30	00:00	00:00	00:00	-	-	00:00	29 Jun 01:40 PM DVIR:	1.6 mi SSW Warren MI
BRYANT	US 70h/8d Property	714	Driving	00:00	11:35	11:17	05:24	10:50	00:19	11:17	06:23	-	-		Driving: 02 Jul	3.2 mi N Bellefonte

Unidentified Driving

All periods of unidentified driving for vehicles (UD events) can be reviewed by a driver of the vehicle via Coretex DRIVE on their in-cab mobile device. The driver can either accept those entries (and they will show up in their driver logs) or reject them.

You may edit a driver's log entries that were created today or in the seven previous days (this is the date range for which the mobile device can accommodate entries). Editing older entries will cause an email to be generated and sent to the driver to alert them to the fact that *Supervisor Proposed Edits* have been made. This will require them to review the edits via the DRIVER PORTAL in Coretex 360. Only one email will be generated in any 24 hour period for any number of historic records edited by the supervisor/administrator.

If a driver forgets to sign in at the start of a trip, then the driving time gets posted as unidentified driving events. If the driver signs in within an hour of the start of generating unidentified driving records then these entries will then be automatically assigned to the driver.

A supervisor/administrator can use Coretex 360 to review all periods of unidentified driving submitted for vehicles under their administration. All entries rejected by drivers of those vehicles show up in this *Vehicles with Unidentified Driver Records* screen.

They are sorted and presented in a list that is sorted by:

- status of the unidentified driving records (Unidentified Driving events)
- date of Unidentified Driving event (most recent dated events first)
- start time of the Unidentified Driving event (earliest time in day first)
- end time of the Unidentified Driving event (earliest time in day first)

Filtering your Unidentified Driving events

By default, the *Vehicles with Unidentified Driver Records* screen selects:

- the first vehicle in the list on the left
- all Unidentified Driving events for that vehicle are listed to the right

Every time you click on another vehicle in the list on the left, the associated Unidentified Driving events for it are listed to the right.

Often there may be far too many Unidentified Driving events listed to be able to locate the one/s you wish to review so you can filter the display.

Search criteria	*Description*
Start Date	• date of the start of the Unidentified Driving event.
End Date	• date of the end of the Unidentified Driving event.
Search Vehicles	• enter one or more characters to search on vehicle names.
Fleet	• limit the vehicles displayed to those in a specific Fleet.
Include Reviewed Recor	• tick this to flood the Unidentified Driving events list with entri at Reviewed status.
Driver Group	• rather than select a driver from the Driver dropdown for all drivers you have access to – restrict the drivers to select from by first selecting a *Driver Group*.

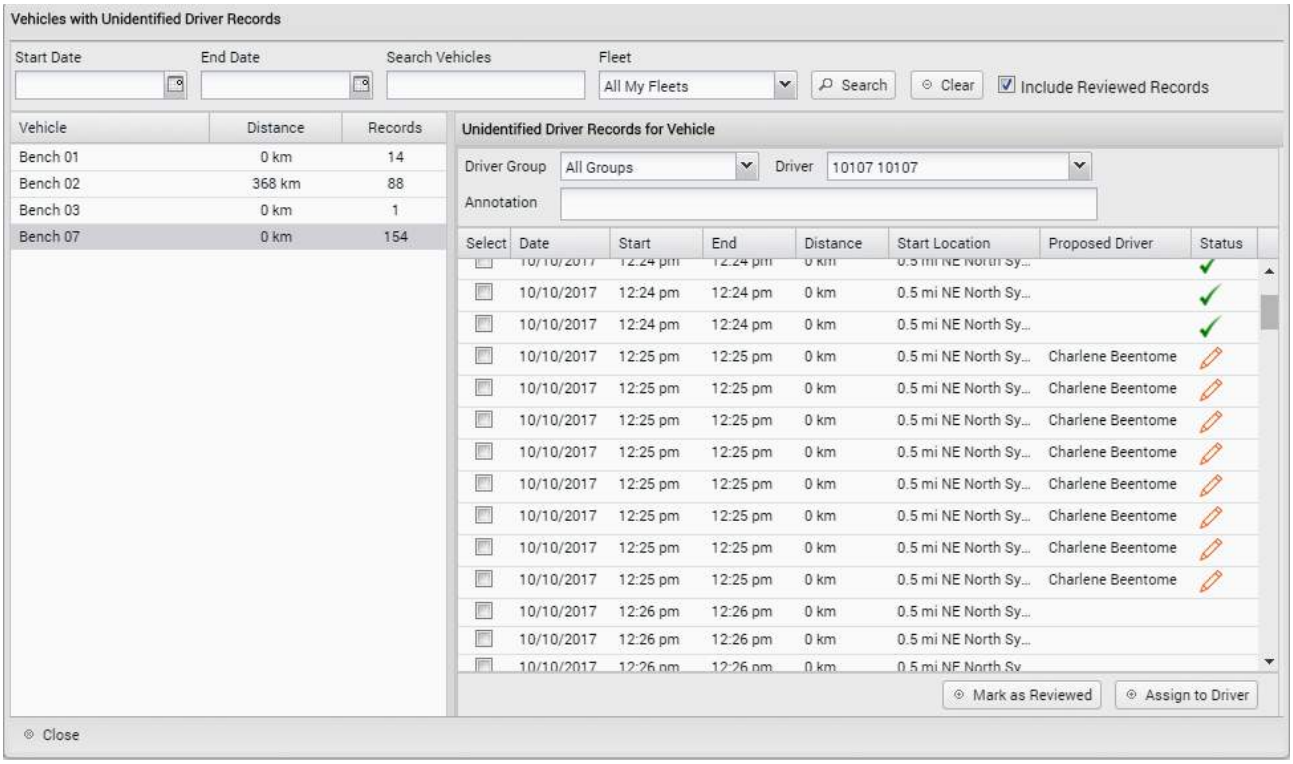
- click **Search** to refresh the Vehicles and/or Unidentified Driving events list and filter them with your criteria
- click **Clear** to clear search criteria and return to the defaults

Status of Unidentified Driving event

Unidentified Driving events can be assigned one of three statuses:

Status	*Icon*	*Description*
Reviewed	✓	These are Unidentified Driving events that have been reviewed by the supervisor, but deemed (at least for now) to be left in their present state. • these entries are read only and can not be reassigned
Assigned to a driver		These are Unidentified Driving events that have been reviewed by the supervisor and have been assigned to a driver. • the drivers name shows up under the *Proposed Driver* column • these entries are read only and can not be reassigned
Unidentified driver		These are Unidentified Driving events that have yet to be reviewed or assigned by a supervisor • the checkbox is enabled against these entries to allow the supervisor to select them (and then either review or assign them)

Sample Unidentified Driving events for a selected vehicle:



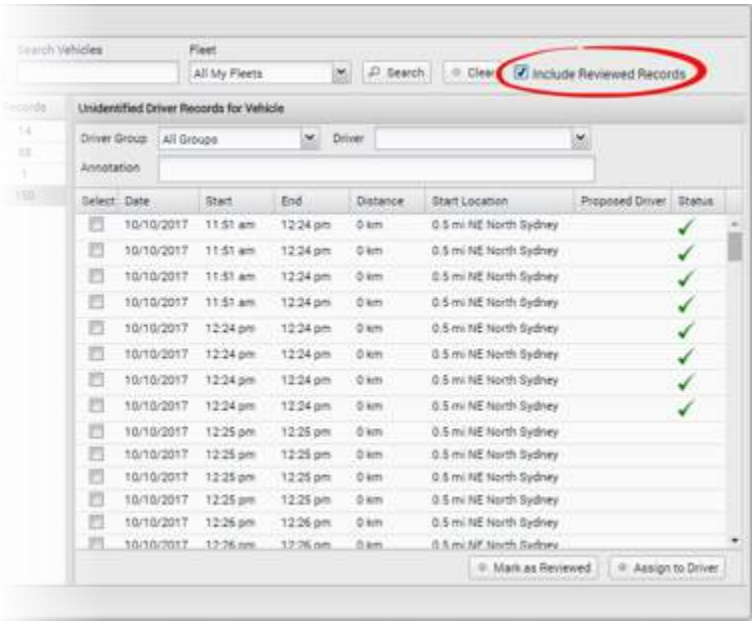
Reviewed entries

When a supervisor reviews Unidentified Driving event entries and deems that they can be left as they are (i.e. not assigned to a driver) they can be selected and set to reviewed status.

They will then remain in the list for a particular vehicle and date and be displayed with a green tick status icon.

Reviewed records:

- are for display only and cannot be reassigned
- by default, they are filtered out of the list, tick **Include Reviewed Records** to display them



Setting Unidentified Driving events to Reviewed status

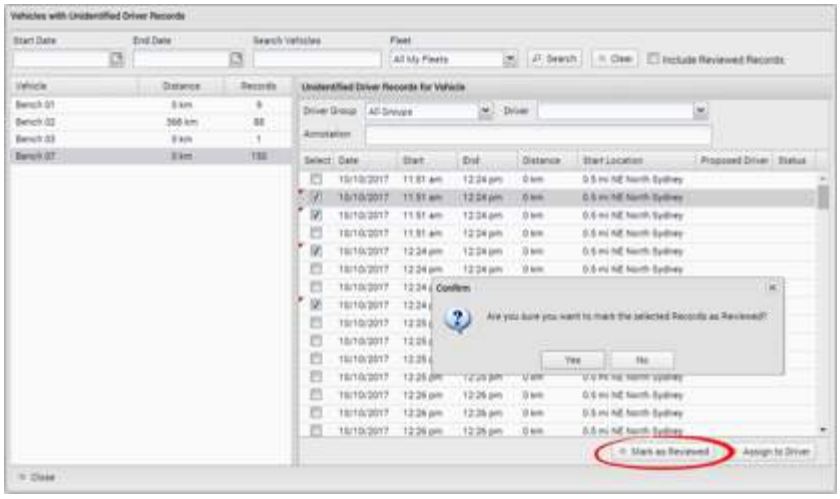
➢ *To set Unidentified Driving events to Reviewed status:*

- choose the vehicle to work with on the left
- select all Unidentified Driving events that can be set to **Reviewed** status (only entries that are in *Unidentified Driver* status)
- ensure you enter an annotation or comment (between 4-60 characters) to explain the changes
- click on **Mark as Reviewed**
- click **Yes** at the confirmation prompt

All selected entries will be assigned:

- the **Reviewed** icon in the *Status* column

The entries will disappear from the list of Unidentified Driving events (unless **Include Reviewed Records** is ticked).



Assigning Unidentified Driving events to a driver

➢ *To assign Unidentified Driving events to a driver:*

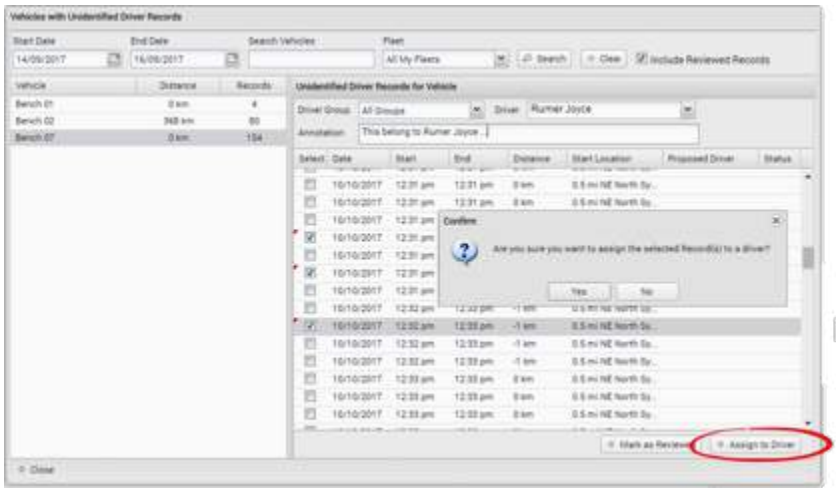
- choose the vehicle to work with on the left
- tick all Unidentified Driving events that can be assigned to a particular driver (only entries that are in *Unidentified Driver* status)
- select the appropriate driver from the **Driver** dropdown

  The **Driver** dropdown defaults to the first driver in the list alphabetically, ensure you change this as required so as to not assign entries to the wrong driver.
- ensure you enter an annotation or comment (between 4-60 characters) to explain the changes
- click on **Assign to Driver**
- click **Yes** at the confirmation prompt

All selected entries will be assigned:

- the **Assigned to a driver** icon in the *Status* column
- the driver's name in the *Proposed Driver* column

The entries will be redrawn in the list with their new icon and driver's names shown.



Data Transfer Request

During a *Roadside Inspection* a safety officer can request to have an output file of a driver's logs prepared and sent electronically to the regulatory agency or appropriate recipient.

The safety officer has the option to have all available driver logs (for today and previous available days) submitted electronically for the purposes of further analysis.

The methods of dispatch and recipient are different in the USA and Canada.

Via the Roadside Inspection screen:

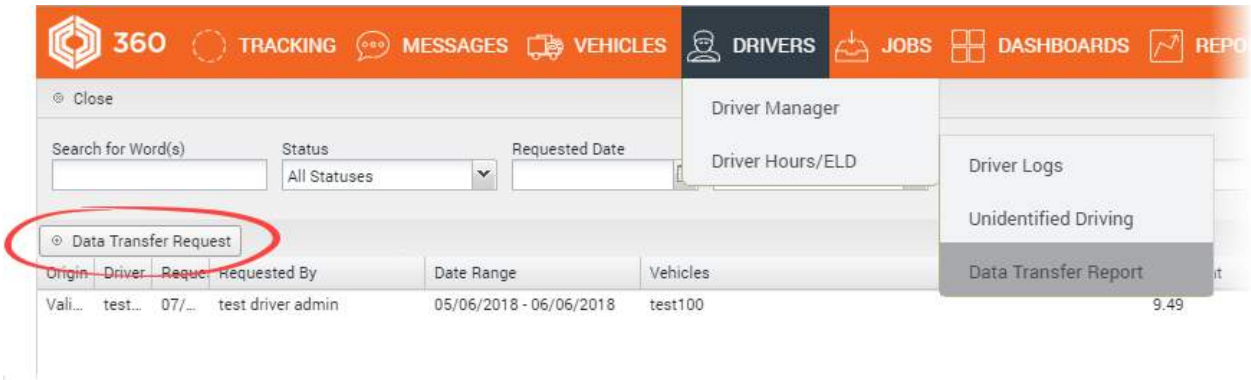
	In the USA the output file prepared will automatically gather the driver's logs data: • for today and the previous 7 days • send them in bespoke FMCSA format (either by Web Service or email) to the predetermined recipient at the FMCSA
FMCSA	*Federal Motor Carrier Safety Administration* are the lead federal government agency responsible for regulating and providing safety oversight of commercial motor vehicles (CMVs), FMCSA's mission is to reduce crashes, injuries, and fatalities involving large trucks and buses. For details refer to: https://www.fmcsa.dot.gov/
	In Canada the output file prepared will automatically gather the driver's logs data: • for today and the previous 14 days • send them in csv and PDF format to an email address specified by the CCMTA Safety Officer
CCMTA	*Canadian Council of Motor Transport Administrators* (CCMTA) coordinates all matters dealing with the administration, regulation and control of motor vehicle transportation and highway safety in Canada. Membership includes representation from provincial and territorial governments as well as the federal government of Canada. For details refer to: http://www.ccmta.ca/en/

Supervisor options

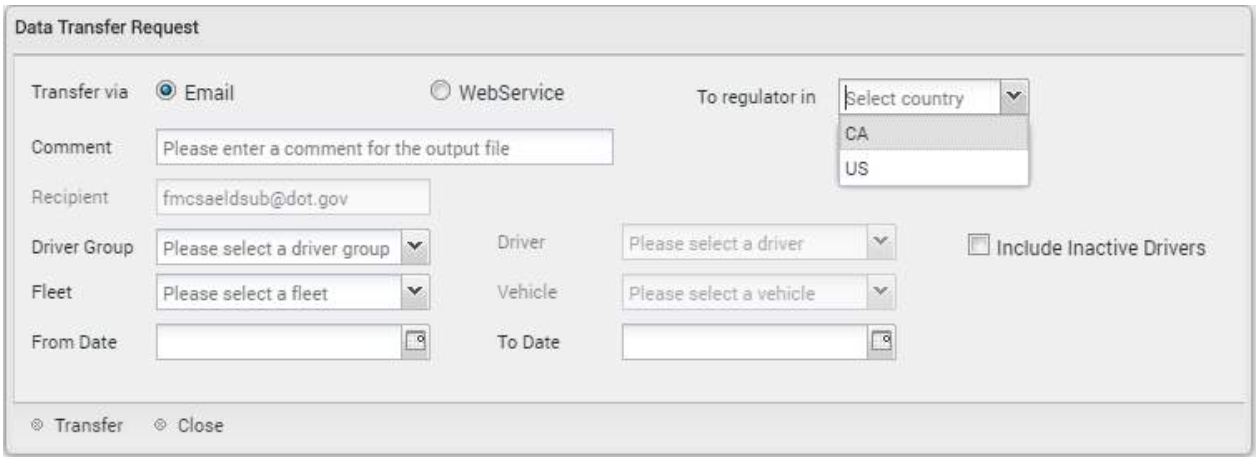
A broader facility is available for supervisors/administrators from within **Coretex 360**. This allows for a wide selection of drivers logs to be exported and sent for further analysis by the appropriate agency.

To perform a Data Transfer from within Coretex 360:

DRIVERS > Driver Hours/ELD > Data Transfer Report > Data Transfer Request



to present the Data Transfer Request *selection screen:*



USA:*To export and transfer the driver's log data:*

- tap either Web Service or Email as the preferred delivery protocol
- the safety officer can enter an optional comment to be lodged with the entry
- select *Driver Group* and one or more drivers to have their logs exported
- optionally, further refine selection by selecting Fleet and Vehicles to restrict the export run to
- tap SEND to export and transfer the file

The export and transfer is done and you are returned to the *Roadside Inspection* screen.

- Destination address is configured into the application so tapping **SEND** will send the export file (and comment) to the correct recipient at FMCSA.
- Output file is prepared in a bespoke FMCSA format

Canada: *To export and transfer the driver's log data:*

- enter the valid recipient email address (where the Safety Officer sends their submitted output files to)
- enter a relevant comment for inclusion in the output file
- optionally, further refine selection by selecting Fleet and Vehicles to restrict the export run to
- tap SEND to submit the file by email

- Destination email address is entered by the Safety Officer as for the appropriate agency
- Output file is prepared as an attached PDF file report.

Selection criteria

Criterion	*Description*
Optionally specify a comment (up to 60 chars.)	Enter a relevant comment to embed in the output file (to be sent to the appropriate agency) as an annotation for the export run.
Driver Group	• select All Groups, or a specific group (to restrict the range of Drivers to select from)
Driver	• select one or more Drivers from the dropdown list by ticking the checkboxes to the left of their names
Fleet	• select All My Fleets or a specific Fleet (to restrict the range of Vehicles to select from)
Vehicle	• select one or more Vehicles from the dropdown list by ticking the checkboxes to the left of their names
From Date	• select a from date for the start of the date range of audit records to select
To Date	• select a to date for the end of the date range of audit records to select

Select by Driver Group/Driver or Fleet/Vehicle --- or a combination of both.

➢ *To submit a Data Transfer request:*

- having made your selections click Transfer to generate an output file and attachments

  - a check is made for all selected drivers, and any for which it is detected they do not have, or have an expired license a warning is issued (only licensed drivers can be reported on, and all ELD enabled drivers will have a license lodged against them)

  - data checking is performed to ensure the prepared data complies with the FMCSA file standards and any data not complying will be shown as error entries

  - no further data checking is performed on the output file

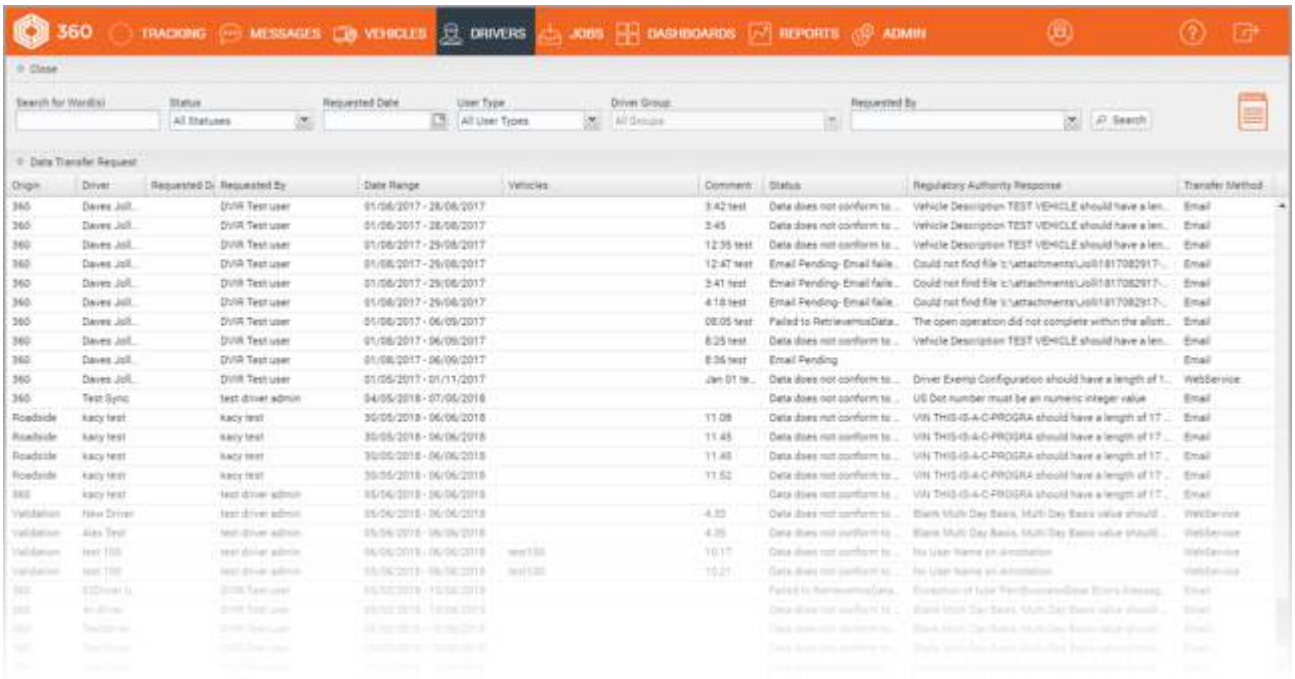
Once the request is requested and succeeds, the generated email is prepared (to sent to the appropriate agency) and a few seconds later a confirmation dialogue is presented.

- click OK to complete the process and add an entry to the *Data Transfer Report* listing

Data Transfer Report

The output file is generated and sent through an internal process where it is in draft and pending mode. As soon as it has been sent to the regulatory agency it will appear with a status of *Email Sent* or *Created* on the *Data Transfer Report* listing.

This is an audit trail of all the supervisor and driver requests made for export of driver's log records to the regulatory agency. It is useful to be able to analyse this audit trail of data transfer requests when querying output file queries with the agencies.



Category - Driver Hours Reports

Reports relevant to Drivers and incorporating reports of driver hours (incorporating *Electronic Logging Device* (ELD) or *Hours of Service* (HOS) in the USA.

In this section are the reports:

- Availability
- Driver Edits
- Driver ELD Log
- Proposed Edits
- Uncertified Driver Logs
- Time Card
- Uncertified Driving
- Violations

Driver Hours Reports → Availability

Summary description: A summary report of driver's available hours. Basically this is a report of all driver entries in the *Driver Fatigue View* a supervisor/administrator can access from Driver Manager.

Business benefit

Allows a supervisor/administrator to print and review a report showing drivers under their administration with details of their driving times over the last week, today and a forecast of available drive time over the next two days.

Usage

REPORTS > Create > Driver Hours Reports > Availability

Selection criteria

Make the following selections on the Availability selection screen:

Driver Group	• can be run for a single or all available driver groups (default: All) • restrict the dropdown list of drivers to select from by specifying a driver group and then choosing a SINGLE driver
Driver	• select all drivers or a SINGLE one (default is All) • restrict the dropdown list of drivers to select from by specifying a driver group and then choosing a SINGLE driver in that driver group

Sample Driver Hours > Availability report:

1 of 1 Find | Next

Availability Report

CORETEX

Report Definition: Summary list of driver available hours

Created Monday, July 02, 2018 6:36:06 PM by Admin User

Driver Groups: **Escondido**

Driver: **All Drivers**

Drive Name	Current Rule Set	Vehicle	Status	25 Jun	26 Jun	27 Jun	28 Jun	29 Jun	30 Jun	01 Jul	02 Jul	03 Jul	04 Jul	Gain Time	Last Event	Location
ABDERR	US 70h/8d Property	727	Driving	08:36	07:44	00:51	00:00	04:07	11:13	00:47	03:48	-	-		02 Jul 06:03 PM Driving	4.8 mi SSE Stafford CT
KHALI	US 70h/8d Property	709	Personal conveyance	00:00	12:00	02:02	00:20	04:21	01:16	11:24	08:25	-	-	29:25	02 Jul 05:45 PM Power Down	1.7 mi NNW Dearborn MI
ABDUL	US 70h/8d Property	742	Off Duty	00:00	00:00	02:19	13:13	10:39	03:13	05:44	17:38	-	-	28:01	02 Jul 12:37 PM DVIR	
ALI AL	US 70h/8d Property		Off Duty	00:00	12:00	11:56	04:36	00:00	00:00	00:00	00:00	-	-	00:00	28 Jun 02:52 PM DVIR	
ANDRE	US 70h/8d Property		Off Duty	03:23	10:01	00:00	03:48	08:05	10:45	00:00	00:00	-	-	00:00	30 Jun 07:29 PM DVIR	
ANTONIO	US 70h/8d Property	739	Sleeper	10:27	00:00	13:49	06:55	04:19	00:00	11:28	04:24	-	-	09:29	02 Jul 02:11 PM Certification	34.9 mi SE Norwich NY
AYI BEK	70h/8d Property Restart		Off Duty	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	-	-	00:00	19 Dec 11:01 PM Off Duty	1.6 mi SSW Warren MI
BAHA/	US 70h/8d Property		Off Duty	00:00	00:00	00:00	00:00	10:01	00:00	00:00	00:00	-	-	00:00	30 Jun 03:38 AM Personal use/yard move End:	1.6 mi SW Warren MI
BRENT	US 70h/8d Property		On Duty	13:33	11:27	11:05	11:21	12:30	00:00	00:00	00:00	-	-	00:00	29 Jun 01:40 PM DVIR:	1.6 mi SSW Warren MI
BRYANT	US 70h/8d Property	714	Driving	00:00	11:35	11:17	05:24	10:50	00:19	11:17	06:23	-	-		Driving: 02 Jul	3.2 mi N Bellefonte

Driver Hours Reports → Driver Edits

Summary description: Driver Edits report to allow a supervisor/administrator to see where drivers have changed their logs. New details appear first with replaced details below.

Business benefit

Allows a supervisor/administrator to print and review a report showing new and proposed edits (both *Proposed Edits (by Supervisors)* and *Driver Edits*). New details are displayed first, followed by replaced details.

Usage

REPORTS > Create > Driver Hours Reports > Driver Edits

Selection criteria

Make the following selections on the Driver Edits selection screen:

Driver Group	• can be run for a single or all available driver groups (default: All) • restrict the dropdown list of drivers to select from by specifying a driver group and then choosing a SINGLE driver
Driver	• select all drivers or a SINGLE one (default is All) • restrict the dropdown list of drivers to select from by specifying a driver group and then choosing a SINGLE driver in that driver group
A date range of the trips or events	• defaults to a Start Date and End Date of today • defaults to a Start Date time of midnight and End Date time of current time of running the report • typically you would change the Start Date to select an earlier date
Log Date	• tick to report on the driver event creation or Log Date
Edit Date	• tick to report on the driver events date of editing a change (Edit Date)

Report notes:

- if Log Date has been selected, all driver events where the date of creation complies with date range and other criteria are included in the report
- if Edit Date has been selected, all driver events where the date of editing a change complies with date range and other criteria are included in the report

Similar to the *Proposed Edits* report with the difference being that supervisor/administrator access is not required for this version.

Sample Driver Edits *report (reporting on* ***Log Date****):*

1 of 3 Find | Next

Driver Edits Report

CORETEX 360

Created Friday, June 16, 2017 2:34:47 p.m. by Test user

Driver Groups	**All Driver Groups**
Driver	**All Drivers**
Date Selection	**By Log Date**
Start Time:	**1/06/2017 12:00 a.m.** End Time: **16/06/2017 2:34 p.m.**

Driver Name	Date Edited	Action	Status	Start Time	Vehicle	Start Odometer	Engine Hours	Trailer	Shipment	Location	Annotation
4n driver	12/06/2017 2:36:58 p.m.	Add		12/06/2017 2:36:58 p.m.	Test	0.3	0.10			2 km SSE Auckland	
4n driver	13/06/2017 6:32:27 p.m.	Add		13/06/2017 6:32:27 p.m.	Test	0.3	0.10			2 km SSE Auckland	
4n driver	14/06/2017 3:33:12 a.m.	Add		14/06/2017 3:33:12 a.m.	Test	0.3	0.10			2 km SSE Auckland	
4n driver	14/06/2017 6:33:27 a.m.	Add		14/06/2017 6:33:27 a.m.	Test	0.3	0.10			2 km SSE Auckland	
4n driver	14/06/2017 7:33:32 a.m.	Add		14/06/2017 7:33:32 a.m.	Test	0.3	0.10			2 km SSE Auckland	
4n driver	14/06/2017 8:33:37 a.m.	Add		14/06/2017 8:33:37 a.m.	Test	0.3	0.10			2 km SSE Auckland	
4n driver	14/06/2017 10:33:47 a.m.	Add		14/06/2017 10:33:47 a.m.	Test	0.3	0.10			2 km SSE Auckland	
Alex	12/06/2017 12:14:00 p.m.	Add		12/06/2017 12:14:00 p.m.	Test	0.3	0.10			2 km SE Auckland	
Alex	12/06/2017 2:08:00 p.m.	Add		12/06/2017 2:08:00 p.m.	Test	0.3	0.10			2 km SE Auckland	
Alex	12/06/2017 2:10:00 p.m.	Add		12/06/2017 2:10:00 p.m.	Test	0.3	0.10			2 km SE Auckland	
Alex	12/06/2017 2:10:59 p.m.	Add		12/06/2017 2:10:59 p.m.	Test	0.3	0.10			2 km SE Auckland	
Alex	12/06/2017 2:12:00 p.m.	Add		12/06/2017 2:12:00 p.m.	Test	0.3	0.10			2 km SE Auckland	

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Sample Driver Edits *report (reporting on* ***Edit Date****):*

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Driver Edits Report

CORETEX 360

Created Friday, June 16, 2017 2:41:06 p.m. by Test user

Driver Groups	**All Driver Groups**
Driver	**All Drivers**
Date Selection	**By Edit Date**
Start Time:	**1/06/2017 12:00 a.m.** End Time: **16/06/2017 2:34 p.m.**

Driver Name	Date Edited	Action	Status	Start Time	Vehicle	Start Odometer	Engine Hours	Trailer	Shipment	Location	Annotation
4n driver	12/06/2017 2:36:58 p.m.	Add		12/06/2017 2:36:58 p.m.	Test	0.3	0.10			2 km SSE Auckland	
4n driver	13/06/2017 6:32:27 p.m.	Add		13/06/2017 6:32:27 p.m.	Test	0.3	0.10			2 km SSE Auckland	
4n driver	14/06/2017 3:33:12 a.m.	Add		14/06/2017 3:33:12 a.m.	Test	0.3	0.10			2 km SSE Auckland	
4n driver	14/06/2017 6:33:27 a.m.	Add		14/06/2017 6:33:27 a.m.	Test	0.3	0.10			2 km SSE Auckland	
4n driver	14/06/2017 7:33:32 a.m.	Add		14/06/2017 7:33:32 a.m.	Test	0.3	0.10			2 km SSE Auckland	
4n driver	14/06/2017 8:33:37 a.m.	Add		14/06/2017 8:33:37 a.m.	Test	0.3	0.10			2 km SSE Auckland	
4n driver	14/06/2017 10:33:47 a.m.	Add		14/06/2017 10:33:47 a.m.	Test	0.3	0.10			2 km SSE Auckland	
Alex	12/06/2017 12:14:00 p.m.	Add		12/06/2017 12:14:00 p.m.	Test	0.3	0.10			2 km SE Auckland	
Alex	12/06/2017 2:08:00 p.m.	Add		12/06/2017 2:08:00 p.m.	Test	0.3	0.10			2 km SE Auckland	
Alex	12/06/2017 2:10:00 p.m.	Add		12/06/2017 2:10:00 p.m.	Test	0.3	0.10			2 km SE Auckland	
Alex	12/06/2017 2:10:59 p.m.	Add		12/06/2017 2:10:59 p.m.	Test	0.3	0.10			2 km SE Auckland	
Alex	12/06/2017 2:12:00 p.m.	Add		12/06/2017 2:12:00 p.m.	Test	0.3	0.10			2 km SE Auckland	

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Driver Hours Reports → Driver ELD Logs

For drivers and supervisors/administrators to print off driver logs. Refer to section: *Printing the Driver ELD Log* for details

Driver Hours Reports → Proposed Edits (by Supervisors)

Summary description: *Proposed Edits* report to allow proposals for changes to a driver's log to be managed

Business benefit

Allows a supervisor/administrator to print and review all *Supervisor Proposed Edits* and *Driver Edits* for logs for all drivers under their administration.

Usage

REPORTS > Create > Driver Hours Reports > Proposed Edits

Selection criteria

Make the following selections on the Proposed Edits selection screen:

Driver Group	• can be run for a single or all available driver groups (default: All) • restrict the dropdown list of drivers to select from by specifying a driver group and then choosing a SINGLE driver
Driver	• select all drivers or a SINGLE one (default is All) • restrict the dropdown list of drivers to select from by specifying a driver group and then choosing a SINGLE driver in that driver group
A date range of the trips or events	• defaults to a Start Date and End Date of today • defaults to a Start Date time of midnight and End Date time of current time of running the report • typically you would change the Start Date to select an earlier date
Log Date Edit Date	• tick to filter the events on the Log Date (date the event entry was created) for all events within the date range specified above • or tick to filter the events on the Edit Date (date the event entry was last updated) for all events within the date range specified above
Proposed By	• select a user from the dropdown of all registered users to filter the output for all proposed edits by a specific user
Edits status	• (*) All ( ) Pending ( ) Rejected → specify to filter on events with particular status

Similar to the *Driver Edits* report with the difference being that supervisor/administrator access is required for this version.

Report notes:

- edits are where an existing event is changed

- new entries are where the supervisor/administrator inserts a new event

*Sample Proposed Edits report (filtered on **Log Date**):*

Proposed Edits Report

Created: Tuesday, September 19, 2017 10:41:42 a.m. by Coretex Test user

Driver Groups	All Driver Groups
Drivers	All Drivers
Date Selection	By Log Date
Start Time:	3/04/2017 12:00 a.m. End Time: 19/09/2017 10:41 a.m.
Proposed Status	ALL
Proposed By	Coretex Test user

Driver Name	Supervisor	Date Edited	Action	Status	Start Time	Vehicle	Start Odometer	Engine Hours	Trailer	Shipment	Location	Annotation	Record Status
Daves		20/05/2017 3:12:36 p.m.	Edit	Driving	21/05/2017 3:11:54 p.m.	TEST VEHICLE	1,710.0	0.00		4444	driver 2 driving 0.2km NNE Newmarket, Auckland	Supervisor cancelled the proposal	Pending
Daves	Coretec Test user	20/05/2017 3:12:36 p.m.	Edit	Driving	21/05/2017 3:11:54 p.m.	TEST VEHICLE	1,710.0	0.00		4444	driver 2 driving 0.2km NNE Newmarket, Auckland	klkkl	Accepted
					21/05/2017 3:11:54 p.m.	TEST VEHICLE	1,710.0			4444	driver 2 driving 0.2km NNE Newmarket, Auckland		
Daves	Coretex Test user	26/05/2017 11:42:36 p.m.	Edit	ODND	27/05/2017 1:00:00 a.m.	TEST VEHICLE	4,105.0	0.00		4444	driver sleeper berth 0.2km NNE Newmarket, Auckland	aforuirfugui	Pending
					27/05/2017 1:00:00 a.m.	TEST VEHICLE	4,105.0	0.00		4444	driver sleeper berth 0.2km NNE Newmarket, Auckland	fhf	
Daves	Coretex Test user	26/05/2017 11:42:36 p.m.	Edit	Driving	27/05/2017 12:15:00 a.m.	TEST VEHICLE	4,105.0	0.00	1299uv927u2kuv3u	4444	driver sleeper berth 0.2km NNE Newmarket, Auckland	rqyhuryuy	Pending
					27/05/2017 12:15:00 a.m.	TEST VEHICLE	4,105.0	0.00		4444	driver sleeper berth 0.2km NNE Newmarket, Auckland	fhf	
Daves	Coretec Test user	27/05/2017 5:52:36 a.m.	Edit	Off duty	27/05/2017 7:15:00 a.m.	TEST VEHICLE	4,254.9	0.00		4444	driver sleeper by driver 0.2km NNE Newmarket, Auckland	add a sleeper by Driver	Pending
					27/05/2017 5:51:54 a.m.	TEST VEHICLE	4,255.0	15.67		4444	driver off duty 0.2km NNE Newmarket, Auckland		
Daves	Coretex Test user	27/05/2017 10:12:36 p.m.	Edit		27/05/2017 10:11:54 p.m.	TEST VEHICLE	4,950.0	0.00	Test Trailer	4444	driver power down 0.2km NNE Newmarket, Auckland	fadfsd	Pending
					27/05/2017 10:11:54 p.m.	TEST VEHICLE	4,500.0	0.56		4444	driver log in 0.2km NNE Newmarket, Auckland		
Daves Jolie2	Coretec Test user	9/07/2017 4:53:14 p.m.	Add	On duty	25/06/2017 2:15:00 a.m.	TEST VEHICLE	13,000.0	0.11		0625v1	0.2km NNE Newmarket, Auckland	ghjdfjkl	Accepted

*Sample Proposed Edits report (filtered on **Edit Date**):*

Proposed Edits Report

Created: Tuesday, September 19, 2017 10:46:13 a.m. by Coretex Test user

Driver Groups	All Driver Groups
Drivers	All Drivers
Date Selection	By Edit Date
Start Time:	3/04/2017 12:00 a.m. End Time: 19/09/2017 10:41 a.m.
Proposed Status	ALL
Proposed By	Coretex Test user

Driver Name	Supervisor	Date Edited	Action	Status	Start Time	Vehicle	Start Odometer	Engine Hours	Trailer	Shipment	Location	Annotation	Record Status
Daves	Coretec Test user	20/05/2017 3:12:36 p.m.	Edit	Driving	21/05/2017 3:11:54 p.m.	TEST VEHICLE	1,710.0	0.00		4444	driver 2 driving 0.2km NNE Newmarket, Auckland	klkkl	Accepted
					21/05/2017 3:11:54 p.m.	TEST VEHICLE	1,710.0			4444	driver 2 driving 0.2km NNE Newmarket, Auckland		
Daves	Coretex Test user	26/05/2017 11:42:36 p.m.	Edit	ODND	27/05/2017 1:00:00 a.m.	TEST VEHICLE	4,105.0	0.00		4444	driver sleeper berth 0.2km NNE Newmarket, Auckland	aforuirfugui	Pending
					27/05/2017 1:00:00 a.m.	TEST VEHICLE	4,105.0	0.00		4444	driver sleeper berth 0.2km NNE Newmarket, Auckland	fhf	
Daves	Coretex Test user	26/05/2017 11:42:36 p.m.	Edit	Driving	27/05/2017 12:15:00 a.m.	TEST VEHICLE	4,105.0	0.00	1299uv927u2kuv3u	4444	driver sleeper berth 0.2km NNE Newmarket, Auckland	rqyhuryuy	Pending
					27/05/2017 12:15:00 a.m.	TEST VEHICLE	4,105.0	0.00		4444	driver sleeper berth 0.2km NNE Newmarket, Auckland	fhf	
Daves	Coretec Test user	27/05/2017 5:52:36 a.m.	Edit	Off duty	27/05/2017 7:15:00 a.m.	TEST VEHICLE	4,254.9	0.00		4444	driver sleeper by driver 0.2km NNE Newmarket, Auckland	add a sleeper by Driver	Pending
					27/05/2017 5:51:54 a.m.	TEST VEHICLE	4,255.0	15.67		4444	driver off duty 0.2km NNE Newmarket, Auckland		
Daves	Coretec Test user	27/05/2017 10:12:36 p.m.	Edit		27/05/2017 10:11:54 p.m.	TEST VEHICLE	4,950.0	0.00	Test Trailer	4444	driver power down 0.2km NNE Newmarket, Auckland	fadfsd	Pending
					27/05/2017 10:11:54 p.m.	TEST VEHICLE	4,500.0	0.56		4444	driver log in 0.2km NNE Newmarket, Auckland		
Daves	Coretex Test user	9/07/2017 4:53:14 p.m.	Add	On duty	25/06/2017 2:15:00 a.m.	TEST VEHICLE	13,000.0	0.11		0625v1	0.2km NNE Newmarket, Auckland	ghjdfjkl	Accepted
H1 Zero	Coretec Test user	11/07/2017 12:30:34 p.m.	Edit	On-Duty	9/07/2017 10:10:00 p.m.	TEST VEHICLE	18,000.0	0.06		0701	0.2km NNE Newmarket, Auckland	AAAA	Pending
					9/07/2017 10:00:54 p.m.	TEST VEHICLE	18,000.0	0.06		0701	0.2km NNE Newmarket, Auckland		
H1 Zero	Coretex Test user	11/07/2017 12:30:34 p.m.	Add	On duty	9/07/2017 10:00:00 p.m.	TEST VEHICLE	18,000.0	0.06		0701	0.2km NNE Newmarket, Auckland	AAAA	Pending
Helen	Coretec Test user	21/09/2017 10:23:26 a.m.	Edit	Sleeper	21/09/2017 10:21:54 a.m.	TEST VEHICLE	1,000.0	0.00		4444	driver on duty 0.2km NNE Newmarket, Auckland	vbvvd	Pending
					21/09/2017 10:21:54 a.m.	TEST VEHICLE	1,000.0	97.22		4444	driver on duty 0.2km NNE		

Driver Hours Reports → Time Card

Summary description: Prints a report of driver login/logout activity.

Business benefit

Allows tracking of timecards for drivers, and is particularly useful for managing those drivers that are exempt from compliance with ELD.

Usage

REPORTS > Create > Driver Hours Reports > Time Card

Selection criteria

Make the following selections on the Time Card selection screen:

Driver Group	• can be run for a single or all available driver groups (default: All) • restrict the dropdown list of drivers to select from by specifying a driver group and then choosing a SINGLE driver
Driver	• select all drivers or a SINGLE one (default is All) • restrict the dropdown list of drivers to select from by specifying a driver group and then choosing a SINGLE driver in that driver group
A date range of the trips or events	• defaults to a Start Date and End Date of today • defaults to a Start Date time of midnight and End Date time of current time of running the report • typically you would change the Start Date to select an earlier date

Sample Time Card report:

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Driver Time Card Detail Report

CORETEX

Created Tuesday, September 19, 2017 10:54:00 a.m. by Coretex Test user

Company Name: Imarda New Zealand

Driver Name	Driver ID	Log In Date/Time	Log Out Date/Time	On Duty Total	Total On Duty Time
Daves	7777	15/05/2017 10:11:54 a.m.	-	4:00	4:00
Daves	7777	16/05/2017 6:00:00 p.m.	-	16:00	20:00
Daves	7777	26/05/2017 7:11:54 p.m.	-	0:00	20:00
Daves	7777	27/05/2017 7:31:54 a.m.	-	0:00	20:00
Daves	7777	31/05/2017 10:21:54 a.m.	-	0:15	20:15
Daves	7777	1/06/2017 10:15:54 a.m.	-	1:15	21:30
Daves	7777	3/06/2017 10:00:54 a.m.	-	1:59	23:29
Daves	7777	5/06/2017 8:10:54 p.m.	6/06/2017 7:05:54 a.m.	2:00	25:29
Daves	7777	6/06/2017 10:00:54 a.m.	-	1:00	26:29
Daves	7777	14/06/2017 10:00:54 p.m.	15/06/2017 10:30:54 a.m.	5:42	32:11
Daves	7777	16/06/2017 1:00:00 a.m.	-	2:00	34:11
Daves	7777	22/06/2017 3:00:54 a.m.	-	0:15	34:26
Daves	7777	23/06/2017 3:00:54 a.m.	-	0:47	35:13
Daves	7777	24/06/2017 3:00:54 a.m.	-	0:51	36:04
Daves	7777	28/06/2017 6:11:54 p.m.	-	0:00	36:04
Daves	7777	22/08/2017 11:57:39 a.m.	22/08/2017 5:03:38 p.m.	0:00	36:04

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Driver Hours Reports → Uncertified Driver Logs

Summary description: Uncertified Driver Logs report

Business benefit

Supervisors' want to be able to list driver event logs that haven't been certified by the driver – this is to enable supervisors to be able to proactively manage drivers to certify their logs.

Usage

REPORTS > Create > Driver Hours Reports > Uncertified Driver Logs

Selection criteria

Make the following selections on the Uncertified Driver Logs selection screen:

Driver Group	• can be run for a single or all available driver groups (default: All) • restrict the dropdown list of drivers to select from by specifying a driver group and then choosing a SINGLE driver
Driver	• select all drivers or a SINGLE one (default is All) • restrict the dropdown list of drivers to select from by specifying a driver group and then choosing a SINGLE driver in that driver group
A date range of the trips or events	• defaults to a Start Date and End Date of today • defaults to a Start Date time of midnight and End Date time of current time of running the report • typically you would change the Start Date to select an earlier date

Sample Uncertified Driver Logs report:

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Uncertified Driver Logs Report

CORETEX 360

Created Friday, June 16, 2017 1:46:59 p.m. by Test user

Driver Group	**All Driver Groups**		
Driver	**All Drivers**		
From Date	**8/05/2017 12:00 a.m.**	To Date	**16/06/2017 1:46 p.m.**

Driver	Duty Date	Hours Worked	Vehicle	Distance (km)
4n driver	12/06/2017		Test	0.0
4n driver	13/06/2017		Test	0.0
4n driver	14/06/2017		Test	0.0
Alex	12/06/2017		Test	0.0
Alex	14/06/2017		Test	0.0
Alex	15/06/2017		Test	0.0
Ash Test1	14/06/2017		Test	0.0
Dave	18/05/2017		helen	0.0
Dave	23/05/2017		TEST VEHICLE	0.0
Dave	24/05/2017		TEST VEHICLE	0.0
Dave	25/05/2017		TEST VEHICLE	200.0
Dave	26/05/2017		TEST VEHICLE	455.0

Driver Hours Reports → Unidentified Driving

Summary description: List vehicles with unidentified driving

Business benefit

Supervisors' want to manage periods of a vehicle's operation that are unidentified with respect to the driver at the time. They then need to be able to assess who the events should be proposed to and from Coretex 360 make those proposals for the driver to then accept/reject via their mobile device and the Coretex DRIVE system.

Usage

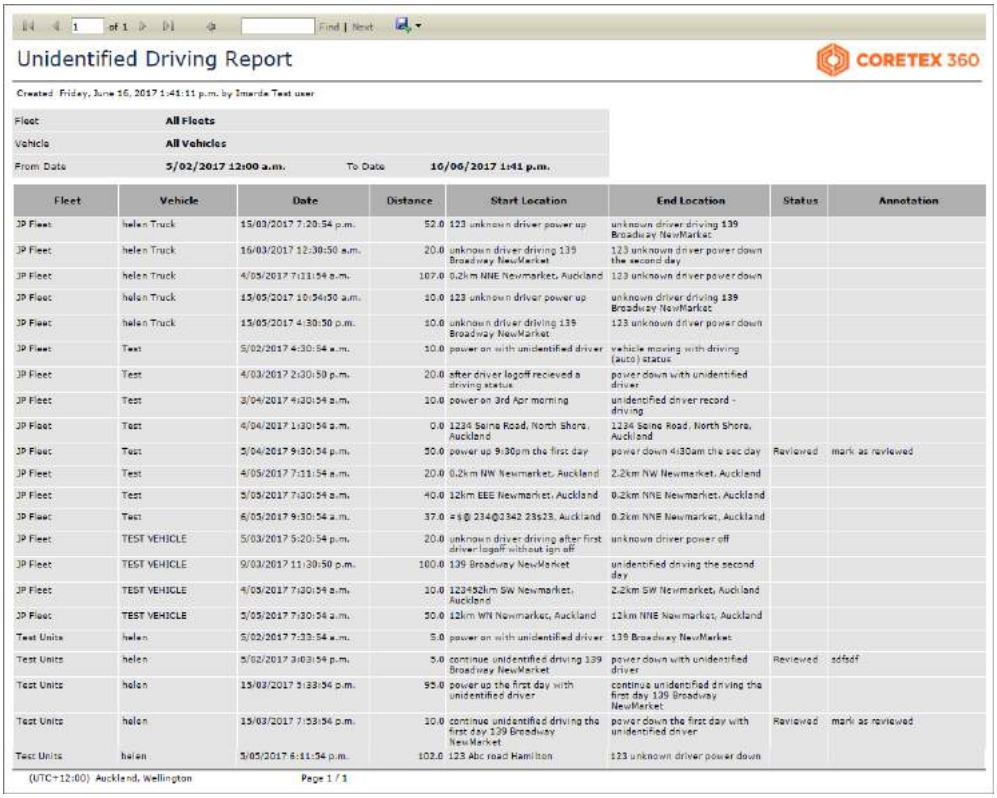
REPORTS > Create > Driver Hours Reports > Unidentified Driving

Selection criteria

Make the following selections on the Uncertified Driving selection screen:

Fleet	• can be run for a single or all available fleets (default: All) • restrict the dropdown list of vehicles to select from by specifying a fleet and then choosing a SINGLE vehicle
Vehicle	• select all vehicles or a SINGLE one (default is All) • restrict the dropdown list of vehicles to select from by specifying a fleet and then choosing a SINGLE vehicle in that fleet
A date range of the trips or events	• defaults to a Start Date and End Date of today • defaults to a Start Date time of midnight and End Date time of current time of running the report • typically you would change the Start Date to select an earlier date
Exclude Reviewed	• tick to exclude reviewed entries from the report

Sample Unidentified Driving report:



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Unidentified Driving Report

CORETEX 360

Created Friday, June 16, 2017 1:41:11 p.m. by Imarda Test user

Fleet	All Fleets		
Vehicle	All Vehicles		
From Date	5/02/2017 12:00 a.m.	To Date	16/06/2017 1:41 p.m.

Fleet	Vehicle	Date	Distance	Start Location	End Location	Status	Annotation
JP Fleet	helen Truck	15/03/2017 7:20:54 p.m.	52.0	123 unknown driver power up	unknown driver driving 139 Broadway NewMarket		
JP Fleet	helen Truck	16/03/2017 12:30:50 a.m.	20.0	unknown driver driving 139 Broadway NewMarket	123 unknown driver power down the second day		
JP Fleet	helen Truck	4/05/2017 7:11:54 a.m.	107.0	0.2km NNE Newmarket, Auckland	123 unknown driver power down		
JP Fleet	helen Truck	13/05/2017 10:54:50 a.m.	10.0	123 unknown driver power up	unknown driver driving 139 Broadway NewMarket		
JP Fleet	helen Truck	15/05/2017 4:30:50 p.m.	10.0	unknown driver driving 139 Broadway NewMarket	123 unknown driver power down		
JP Fleet	Test	5/02/2017 4:30:54 a.m.	10.0	power on with unidentified driver	vehicle moving with driving (auto) status		
JP Fleet	Test	4/03/2017 2:30:50 p.m.	20.0	after driver logoff recieved a driving status	power down with unidentified driver		
JP Fleet	Test	3/04/2017 4:30:54 a.m.	10.0	power on 3rd Apr morning	unidentified driver record - driving		
JP Fleet	Test	4/04/2017 1:30:54 a.m.	0.0	1234 Saine Road, North Shore, Auckland	1234 Saine Road, North Shore, Auckland		
JP Fleet	Test	5/04/2017 9:30:54 p.m.	50.0	power up 9:30pm the first day	power down 4:30am the sec day	Reviewed	mark as reviewed
JP Fleet	Test	4/05/2017 7:11:54 a.m.	20.0	0.2km NW Newmarket, Auckland	2.2km NW Newmarket, Auckland		
JP Fleet	Test	5/05/2017 7:30:54 a.m.	40.0	12km EEE Newmarket, Auckland	0.2km NNE Newmarket, Auckland		
JP Fleet	Test	6/05/2017 9:30:54 a.m.	37.0	#$@ 234@2342 23&23, Auckland	0.2km NNE Newmarket, Auckland		
JP Fleet	TEST VEHICLE	5/03/2017 5:20:54 p.m.	20.0	unknown driver driving after first driver logoff without ign off	unknown driver power off		
JP Fleet	TEST VEHICLE	9/03/2017 11:30:50 p.m.	100.0	139 Broadway NewMarket	unidentified driving the second day		
JP Fleet	TEST VEHICLE	4/05/2017 7:20:54 a.m.	10.0	123452km SW Newmarket, Auckland	2.2km SW Newmarket, Auckland		
JP Fleet	TEST VEHICLE	5/05/2017 7:20:54 a.m.	50.0	12km WN Newmarket, Auckland	12km NNE Newmarket, Auckland		
Test Units	helen	5/02/2017 7:33:54 a.m.	5.0	power on with unidentified driver	139 Broadway NewMarket		
Test Units	helen	5/02/2017 3:03:54 p.m.	5.0	continue unidentified driving 139 Broadway NewMarket	power down with unidentified driver	Reviewed	sdfsdf
Test Units	helen	15/03/2017 5:33:54 p.m.	95.0	power up the first day with unidentified driver	continue unidentified driving the first day 139 Broadway NewMarket		
Test Units	helen	15/03/2017 7:53:54 p.m.	10.0	continue unidentified driving the first day 139 Broadway NewMarket	power down the first day with unidentified driver	Reviewed	mark as reviewed
Test Units	helen	5/05/2017 6:11:54 p.m.	102.0	123 Abc road Hamilton	123 unknown driver power down		

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Driver Hours Reports → Violations

Summary description: List drivers with violations against them in their daily logs

Business benefit

Supervisors' want to manage drivers under their administration and in particular attend to drivers with active violations on the drivers' daily logs. These may require urgent attention.

Usage

REPORTS > Create > Driver Hours Reports > Violations

Selection criteria

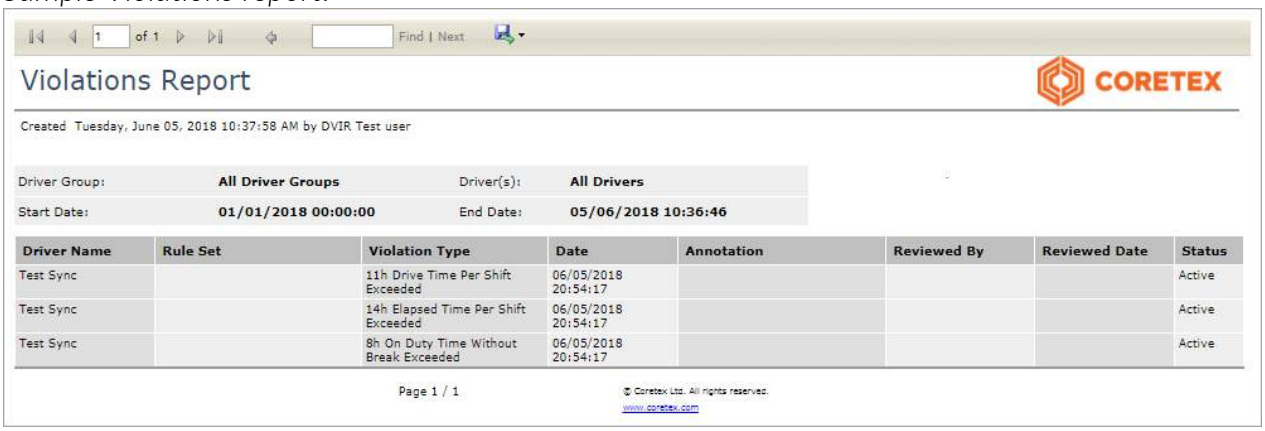
Make the following selections on the Violations selection screen:

Driver Group	• can be run for a single or all available driver groups (default: All) • restrict the dropdown list of drivers to select from by specifying a driver group and then choosing a SINGLE driver
Driver	• select all drivers or a SINGLE one (default is none, and you must select ONE) • restrict the dropdown list of drivers to select from by specifying a driver group and then choosing a SINGLE driver in that driver group
A date range of the trips or events	• defaults to a Start Date and End Date of today • defaults to a Start Date time of midnight and End Date time of current time of running the report

	• typically you would change the **Start Date** to select an earlier date
Include Reviewed	• tick to include reviewed entries from the report
Include Deleted	• tick to include deleted entries from the report

Deleted violations do not show up in any logs --- but there is the option to report them here.
A Supervisor/Administrator may want to review entries deleted by a driver and these can be reviewed by ticking the **Include Deleted** checkbox.

Sample Violations report:



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Violations Report

CORETEX

Created Tuesday, June 05, 2018 10:37:58 AM by DVIR Test user

Driver Group:	**All Driver Groups**	Driver(s):	**All Drivers**
Start Date:	**01/01/2018 00:00:00**	End Date:	**05/06/2018 10:36:46**

Driver Name	Rule Set	Violation Type	Date	Annotation	Reviewed By	Reviewed Date	Status
Test Sync		11h Drive Time Per Shift Exceeded	06/05/2018 20:54:17				Active
Test Sync		14h Elapsed Time Per Shift Exceeded	06/05/2018 20:54:17				Active
Test Sync		8h On Duty Time Without Break Exceeded	06/05/2018 20:54:17				Active

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Driver Hours/ELD

Access to the Driver Hours/ELD *facility is intended for two main groups of users:*

Drivers: Drivers can be setup to use Coretex 360 directly and to allow them to work with their own drivers' logs (rather than use Coretex DRIVE on their tablet) via a DRIVER PORTAL.

Supervisors: Supervisors/Administrators use this option to manage the daily logs of all drivers under their administration.

- this version of the Driver Hours/ELD user documentation is intended for Supervisors/Administrators.
- drivers accessing their DRIVER PORTAL should only read the section in their *Coretex DRIVE ELD: Drivers Guide*.

Driver Hours/ELD

North America customers only

ELD enabled sites only

- users with Driver access (i.e. actual drivers) can be setup to access their DRIVER PORTAL from this option
- users with Supervisor/Administrator access can be setup to help manage the daily logs and run reports on the logs of all drivers under their administration

The information in this section is contained in the following guides:

- Coretex 360: ELD: Administration Guide (from a supervisor's point of view)
- Coretex 360: Driver Manager: Administration Guide (from a supervisor's point of view)
- Coretex DRIVE: ELD: Driver Guide (from the driver's point of view)

DRIVERS > Driver Hours/ELD

Access for Drivers

For customers configured for use of ELD (*Electronic Logging Device*) then drivers use Android tablets and the Coretex DRIVE application to manage their daily trips, with two-way integration with Coretex 360. Some drivers may also wish to sign in to Coretex 360 directly to work with their daily driver logs.

DRIVER PORTAL

Drivers have the facility to sign in to Coretex 360 itself and access a DRIVER PORTAL.
This provides restricted access to the system with the objective of:

- allowing a driver to view and report on their own driver logs
- allowing a driver to certify their previous days' logs
- allowing a driver to make edits in their own driver logs

Access for a Supervisor/Administrator

Supervisors/Administrators can access driver logs (for all drivers under their administration) with a screen very similar to the DRIVER PORTAL with the difference being:

- a selection screen of all available drivers is presented first
- having selected a driver, you load up their daily logs in the *Driver View/Edit Log* screen
- no certification of a driver's logs can be done from this screen
- no accepting/rejecting of entries in the events list

Access routes

You access the *Driver View/Edit Log* screen for the purposes of examining the logs of any drivers under your administration and making *Supervisor Proposed Edits*. These get sent down to the driver for their consideration.

Access a driver's daily logs with one of two access paths:

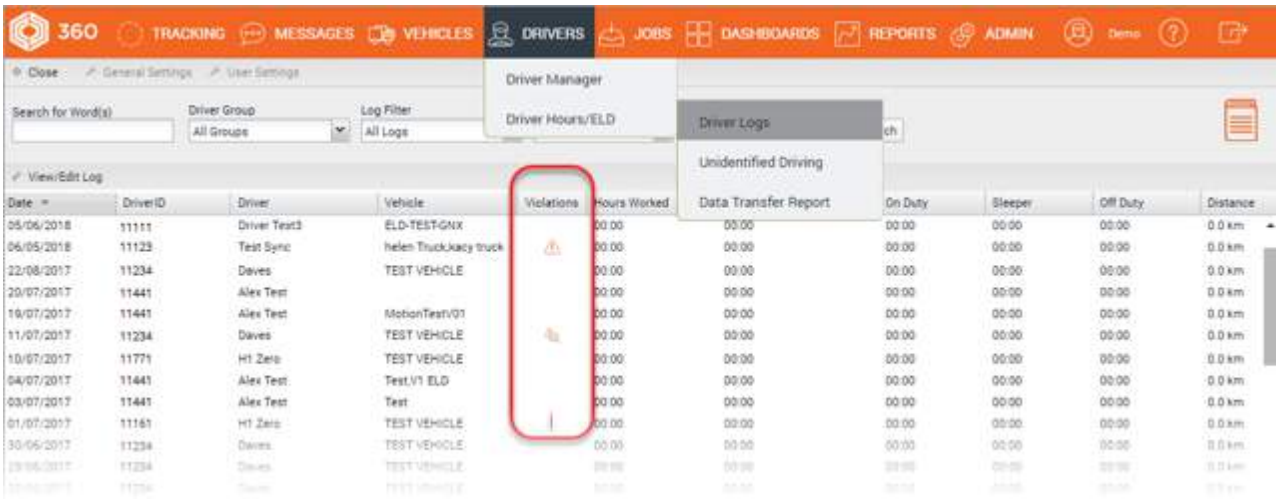
DRIVERS > Driver Manager > (select driver from list)
> Edit Driver > Driver Log tab > (select vehicle/date entry) > View/Edit Log

DRIVERS > Driver Hours/ELD > Driver Logs > (select driver from list) > View/Edit Log

As Supervisors/Administrators you are allowed to select a driver from a list of drivers under your administration (and then load up the *Driver View/Edit* screen with that driver's logs listed). The functionality is very similar as that for a driver (except that when drivers create *Driver Edits* --- you create *Supervisor Proposed Edits*).

Driver Hours screen

Select a "Driver Hours" entry (trip date and driver) from the list available:



These are the daily logs for <u>all drivers</u> under your administration and show their recent trips. By default, they are sorted in descending trip date order with the most recent first. Here you can filter by date range and toggle the date sorting from descending to ascending date.

Some log entries may require urgent attention (such as violations). These are highlighted as shown above with a **Violation (awaiting review)** icon in the **Violations** column.

Toolbar - Driver Logs

The main screen can fill with hundreds of drivers' log entries and so, as an administrator you will want to filter to narrow down to the entries you want to work with.

Search for Word(s)

You can search and filter on the list to narrow down the selection to find a specific driver's records.

Search for specific log entries for drivers by:

- specifying characters from their **Driver ID**, **Driver** name/s and/or **Vehicle**'s in **Search for Word(s)**

Filter by Driver Group

Filter drivers' logs displayed in the list by:

- selecting all **Driver Groups** – or specific a single **Driver Group** – only logs for drivers in the selected **Driver Group** will be listed

Filter by Log Event

Filter drivers' logs displayed in the list by:

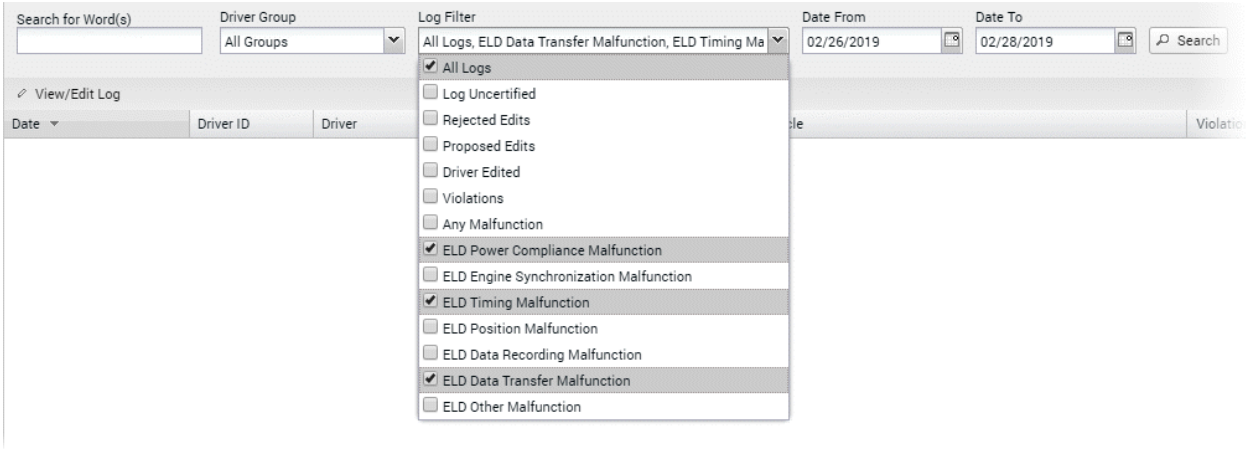
- selecting event types (using the multi-select dropdown) for all events you want to filter for

Filter by Date From/To

Filter drivers' logs displayed in the list by:

- selecting entries with event dates in your specified range

Sample filter toolbar:



Violations in Driver Logs

For both drivers' accessing their drivers' logs in the DRIVER PORTAL and for supervisors reviewing drivers' logs, violations come through and are indicated for a particular driver/date with a *Violation (awaiting review)* icon in a column called **Violations:**

Violation icons

Icon	*Description*
	Violation (awaiting review) is outstanding and requires attention by the supervisor and the driver!
	Violation (reviewed) - All violations for a particular driver/date have been reviewed by a supervisor.

Sample Driver Log list screen (with unreviewed violation entries):

Date	Driver ID	Driver	Vehicle	Violations	Hours Worked	Driving	On Duty	Sleeper	Off Duty	Distance
04/09/2018	102345	Rumer Joyce	AJ785		00:56	00:05	00:51	00:00	13:38	0.6 mi
04/08/2018	102755	Rumer Joyce	AJ785		02:33	01:11	01:22	00:00	12:01	0.1 mi
04/07/2018	102222	Rumer Joyce	AJ785		10:06	03:07	06:59	00:00	04:28	89.5 mi

Appearance of the violation icon (for a given driver/date) indicates that one or more of the daily entries beneath it, are unreviewed violation entries.

Selecting a driver to view

Select a driver's log entry by scanning the list for a particular driver and date and clicking it to load the *Driver View/Edit* screen with all the details.

To find entries for a particular driver:

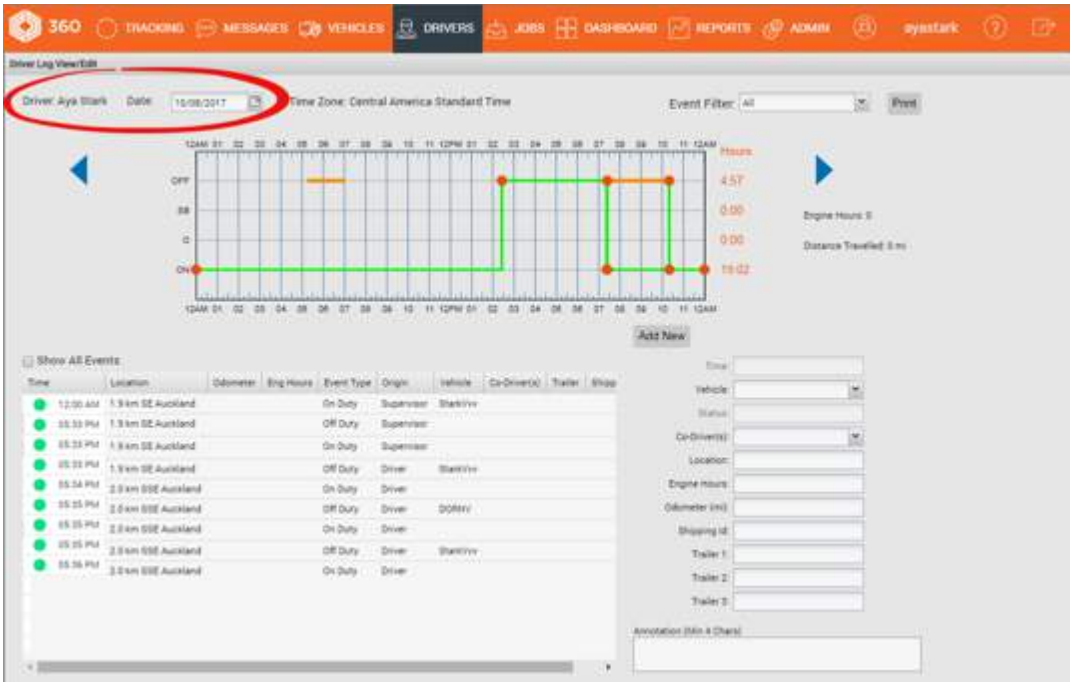
- click the **Driver** column header and the list resorts by Driver name, making it easier to select entries for a driver

Driver View/Edit Log screen

DRIVERS > Driver Hours/ELD > (select driver from list) > View/Edit Log

- double-click on the selected driver, or single-click and click the **View/Edit Log** button

You are presented with the (Driver Log View/Edit) screen:



The Drivers View/Edit *screen allows you to:*

- examine the driver log entries for the current driver and day - click on the blue arrows to allow you to navigate through the previous seven days' worth of entries (or select a date from the *Date* calendar control)
- use the **Event Filter** dropdown to apply filters on the display in the graph
- use the **Show All Events** checkbox to filter the events list and more easily find events you want to edit
- editing existing driver log status entries and add new ones (and sent to the driver as *Supervisor Proposed Edits*)

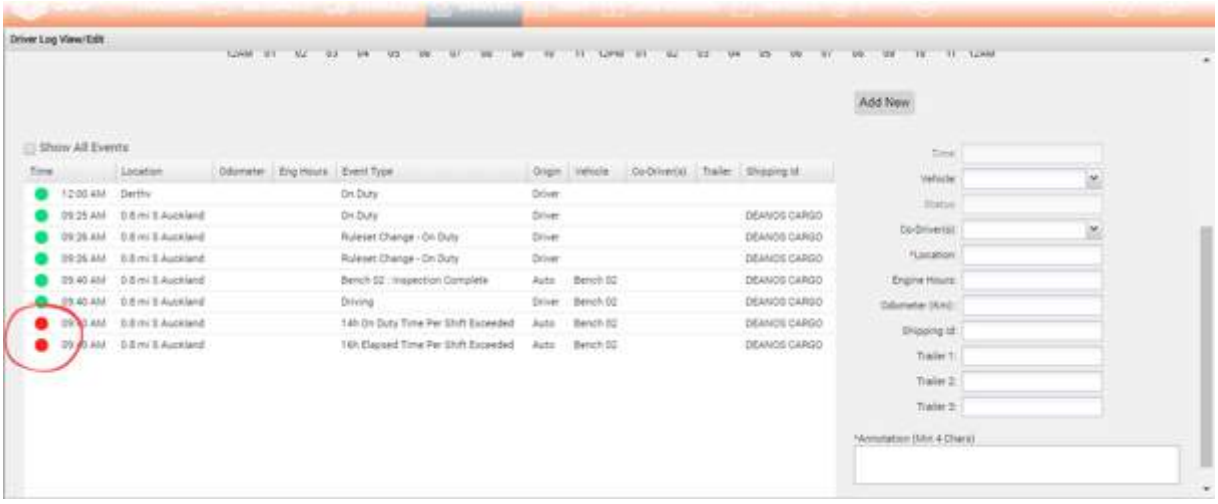
Violations in a Driver's log

Violations in a driver's log require special attention from a supervisor and the driver.

Double-click on the violation list entry to present the detail Driver Log View/Edit *for the date:*

- to present the *Drivers Log View/Edit* screen
- violation entries are listed with a red dot icon to the left

Sample Driver Log View/Edit *screen:*



Supervisor changes to violation entries

Supervisors have access to make the following changes to a driver's violation daily log entry:

- review the entry by selecting it and adding an annotation or comment
- delete the entry if it is not relevant to the driver

Reviewing the violation

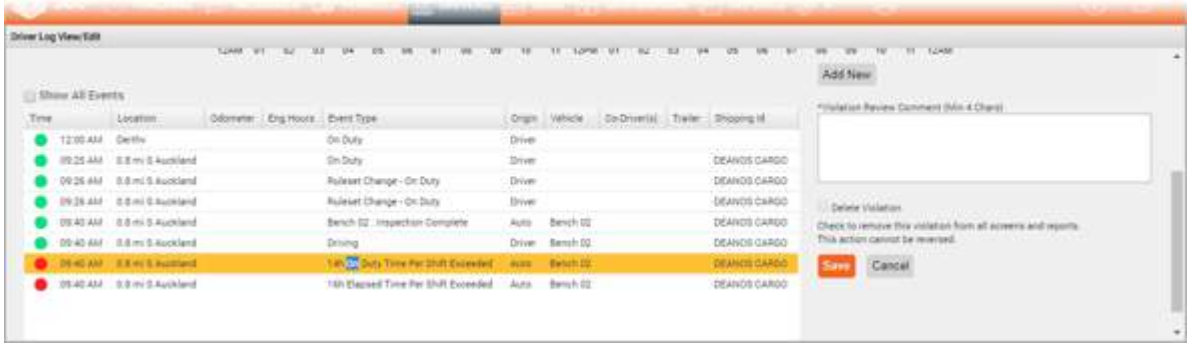
Supervisors can click on a driver's violation entry to present an edit panel to the right:

- enter a comment (4 characters or more)
- click Save to register it has been reviewed

Supervisors will want to comment on driver's violations as evidence of managing their behaviour with comments such as:

- Short term one off. Spoke to driver about it
- 3rd warning given to driver

Sample edit screen for a violation entry:

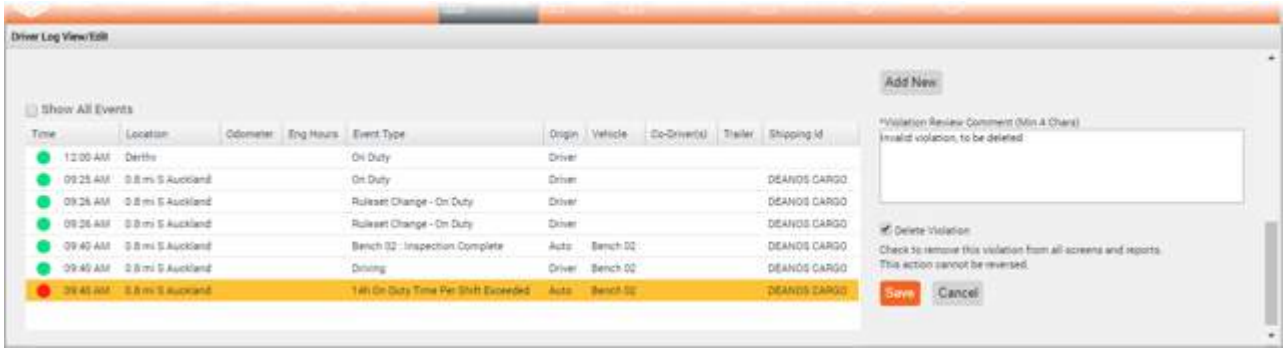


Deleting the violation

To delete the violation from the driver's log:

- click the **Delete Violation** checkbox
- click **Save** to remove it from the list

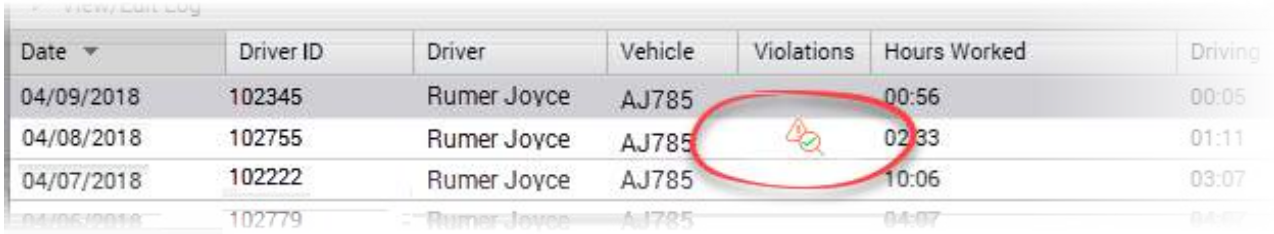
Deleting a violation entry:



All reviewed violations for a day

When all violation entries have been reviewed or deleted then upon return to the *Driver Log list* screen the Violation (awaiting review) icon is replaced with an Violation (reviewed) icon:

Sample Driver Log list screen (with violations all reviewed or deleted):



Reporting violations

Violations are reported in the following two **Coretex 360** reports and available from the *Reports Manager*:

- REPORTS > Driver Hours Reports > Driver ELD Log
- REPORTS > Driver Hours Reports > Violations

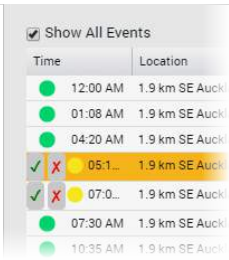
For details refer to the *Coretex 360 Reports: User Guide*

Driver log events listing

All status events for the current driver and day are sorted by time of day starting from midnight.

Each entry has a status icon to the left:

🟢	Active event entry generated by the driver, or was auto-generated, or generated by a supervisor/administrator and accepted by the currently selected driver
🟡	As a supervisor you may assign periods of unidentified driving and other events to a driver (these are *Supervisor Proposed Edits*). These are sent down to the driver to consider if they are applicable to them or not. If not, a driver can reject them and the supervisor can review them again, and perhaps, assign them to a different driver. The screenshot to the right is available on the DRIVER PORTAL for drivers to easily accept or reject proposed entries. This facility is not available for Supervisors on the *Driver View/Edit Log* screen.
🔴	*Two meanings at present:* • a status event entry rejected by the driver – you can review it further (for possible reassignment) • it is a violation event



Filtering the events graph and list

Separate filters are provided for filtering and simplifying the graph and events list.

Graph filter by event status

All the driver log entries, for events in the currently selected day for the driver are listed in the table, and displayed on the graph.

To simplify the graph display, these can be filtered by event status using the **Event Filter** dropdown.

This does not filter the status events in the list (only the graph).

Status	*Description*
Active	Driver log entries that are active and were generated today or in the previous seven days.
Inactive	Driver log entries that are inactive and older than today and the previous seven days.
Proposed	Driver log entries that have been edited, either by the driver themselves or by a supervisor (and have not yet been accepted or rejected).
Rejected	Driver log entries that have been sent to the driver but rejected (for the supervisor to then decide on)

Events list filter by event status

Your events list can soon fill up with multiple screens worth of entries and so it can be useful to filter out all events that are not *On Duty* or *Off Duty*.

By default, only **On Duty** or Off Duty events are listed.

- tick **Show All Events** checkbox if you wish to expand the display to show all events

Driver Edits

When a driver signs in with a Coretex 360 Driver sign in, this presents just their driver event status entries in a DRIVER PORTAL. They are able to make changes to their entries in the list (for example, a change of event status, adding a co-driver). They can also add a new status entry.

The DRIVER PORTAL does not allow the driver to access logs of other drivers.

Supervisor Proposed Edits

When a supervisor/administrator edits a driver's log entries then this creates *Supervisor Proposed Edits* that are sent to the assigned drivers logs for their consideration.

The assigned driver can review the proposed changes on their tablet in Coretex DRIVE, or review and respond to them in the DRIVER PORTAL in Coretex 360.

If a driver accepts a proposed edit, then that status event entry is added to their daily log. If a driver rejects a proposed edit, then the supervisor/administrator will review rejected entries and perhaps reassign them to another driver.

You may edit a driver's log entries that were created today or in the seven previous days (this is the date range for which the tablet can accommodate entries). Editing older entries will cause an email to be generated and sent to the driver to alert them to the fact that *Supervisor Proposed Edits* have been made. This will require them to review the edits via the DRIVER PORTAL in Coretex 360. Only one email will be generated in any 24 hour period for any number of historic records edited by the supervisor/administrator.

If you edit entries that are, say, seven days old then the driver may not sign in till the next day. In that situation the entries are outside the period of time accommodated by the tablet. A supervisor/administrator must review outstanding Unidentified Driving Records and Supervisor Proposed Edits via the suite of ELD reports provided.

Adding a new status event

Add mode is the default mode of the screen and this ensures the Add New button is displayed under the graph. If this is not showing, then the screen is in *Edit mode* and you are in the middle of an edit of an existing event entry.

To exit *Edit mode* and return to *Add mode*:

- click Save or Cancel (under the Annotation field) to finish working with the existing event entry being edited

To add a new event entry as a Supervisor Proposed Edit:

- click Add New to refresh the screen and enter required fields for new status event
- ensure you enter an annotation or comment (between 4-60 characters) to explain the need for the new entry to be sent down to the driver as a *Supervisor Proposed Edit*.

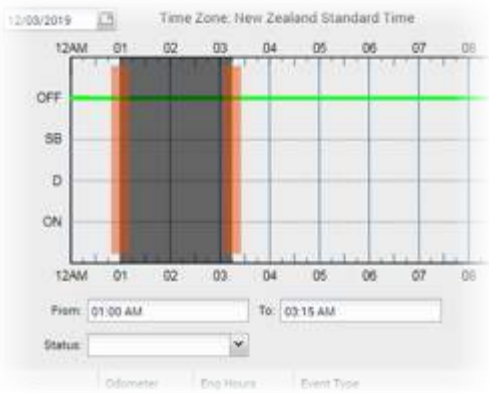
You can use the graph to define the time period of the event.

To specify the time period:

- drag the vertical start and end vertical bars to define the accurate period of time

~ or ~

- enter the start and end times in the time period entry boxes below the graph
- select the driver status (from Status dropdown) to apply the correct status to the new event



Editing a status event

You can now edit *Driver Log* entries that are in "in motion" statuses (Driving, Yard Move, Personal Conveyance) and change their status, and the time span they cover.

To make a Supervisor Proposed Edit:

- click on the event in the list to be edited and the fields to the right are populated with the current event entry
- make the required changes to the event fields
- optionally you can change the driver duty status for the period by clicking on one of the valid statuses listed in the Status dropdown
- ensure you enter an annotation or comment (between 4-60 characters) to explain the need for the *Supervisor Proposed Edit*

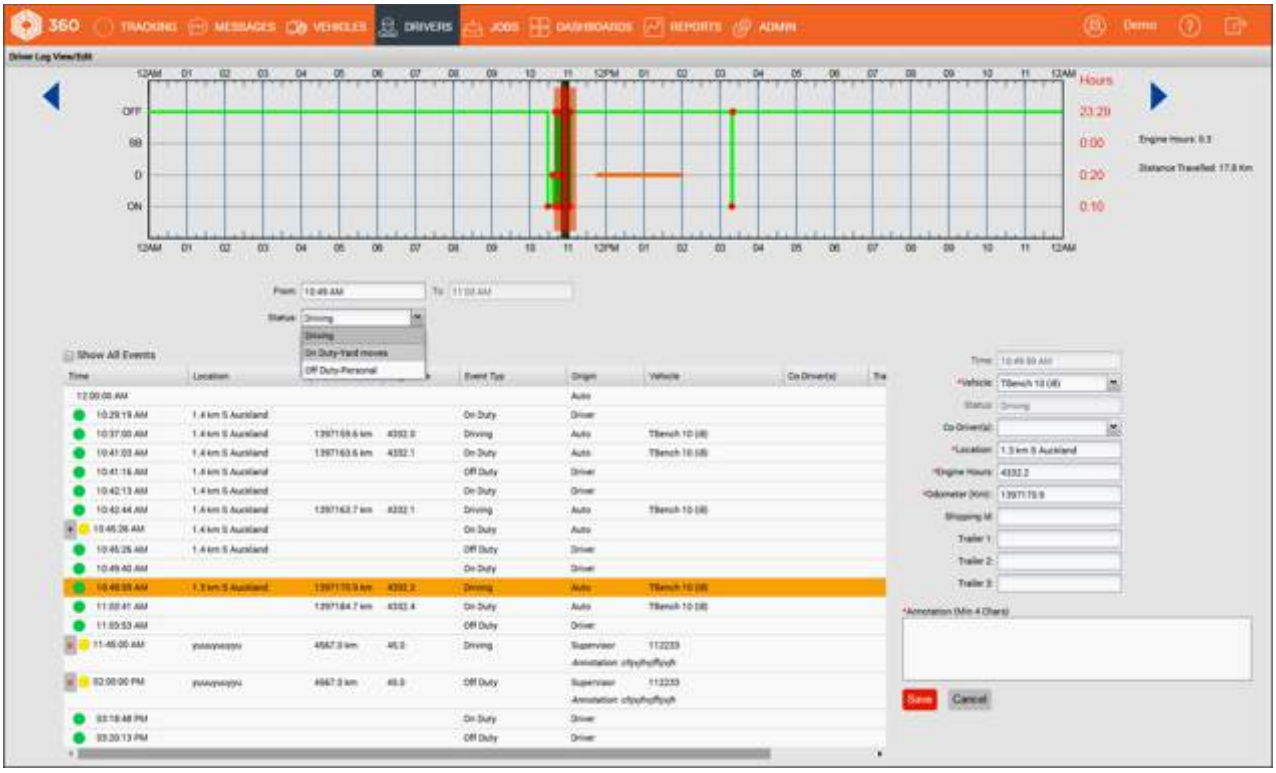
Log entries with *Event Type*: Driving and *Origin*: Auto-(i.e. auto-driving events) cannot have their timespan shortened, and can have their status changed only to On Duty (Yard Moves) or Off Duty (Personal Conveyance)

Support is provided for secondary statuses of:

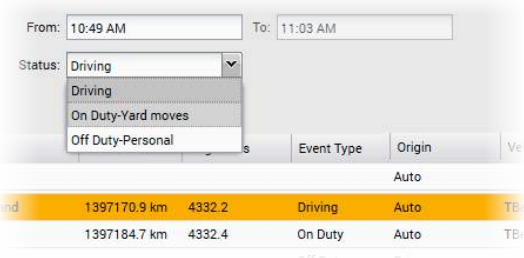
- Yard Move
- Personal Conveyance
- Waiting, Off Duty (Break) – these are custom statuses, required for some rulesets and enabled by the prevailing one active

The list of statuses available to the driver will only be ones applicable, that are:

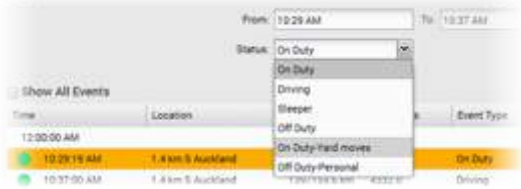
- enabled under their current ruleset
- enabled for the driver (e.g. the driver is enabled for Yard Move, Personal Conveyance etc.)
- are allowed by business rule, when editing a particular event



Auto-driving events with an *Event Type*: Driving present a status menu, such as the example shown here.



Other driving events (e.g. On Duty, Off Duty) present a different range of statuses you can choose to change the entry to.



To save changes:

- click Save to save and the edited entry will be sent down to the driver's tablet (if it is dated today or for the previous seven days)

Printing from the daily drivers log view

You can output a report of the driver's log for the currently selected driver and day by clicking the Print button on the *Driver Log View/Edit* screen.

Printing the Driver ELD Log

Summary description: Driver ELD Log report outputs all ELD event log details to a report with a bar graph and a list of the events – each page shows the logs for a particular driver and day.

Business benefit

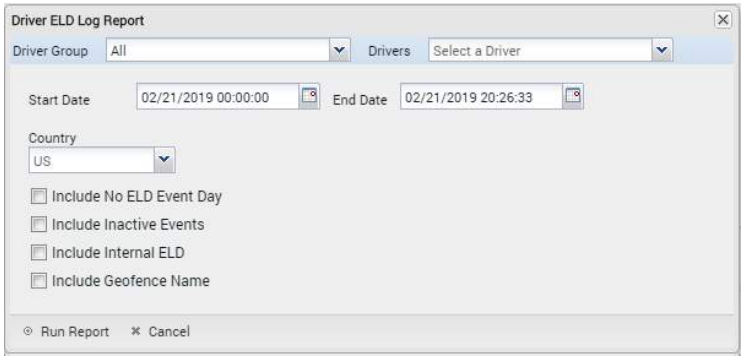
- allows a driver to print off their own logs for review
- allows a supervisor/administrator to print a report of the logs from drivers under their administration and to allow decisions to be made (e.g. proposed edits to assign driving time to another driver)
- lists a driver's violation entries (highlighted in sample report shown here)

Usage

- for Drivers: from the DRIVER PORTAL > Print button
- for Supervisors/Administrators: click on *Reports > Create > Driver Hours Reports > Driver ELD Log*
- also available from *DRIVERS > Driver Hours/ELD > (select driver) > Driver Log View/Edit* (Print button) for a supervisor/administrator
- you can create a hard copy, export to Word and output to your printer, or print directly from the browser

To print a report of the currently selected day's logs:

Running the report presents a *Driver ELD Log Report* selection screen.



This defaults to the:

- currently selected driver
- a time period of the 24 hours of yesterday
- ELD country of US (can change to Canada), determines the regulatory format of report header
- not to include reporting on days with no ELD events
- not to include inactive events (e.g. audit copies of originals of edited entries)
- not to include internal ELD events (e.g. violations)
- not to include Geofence names

Hence, you may run the report with these defaults or change them as required.

Selection criteria

Make the following selections on the Driver ELD Log Report selection screen:

Driver Group	• can be run for a single or all available driver groups (default: All) • restrict the dropdown list of drivers to select from by specifying a driver group and then choosing one or more drivers NOT AVAILABLE for Drivers printing from the DRIVER PORTAL
Driver Multi-select	• select one, multiple or all drivers (default is **All**) • restrict the dropdown list of drivers to select from by specifying a driver group and then choosing one or more drivers (using the multi-select feature) NOT AVAILABLE for Drivers printing from the DRIVER PORTAL
A **Start Date** and **End Date** date/time to select from	• defaults to a **Start Date** of yesterday • defaults to a **Start Date** time of midnight • defaults to an **End Date** of today • defaults to an **End Date** time of midnight
Include NO ELD Event Day	• tick to include output for days with no ELD events
Include Inactive Events	• tick to include inactive event entries
Include Internal ELD	• tick to include internal ELD event entries
Include Geofence Name	• tick to suppress the printing of Geofence names

Report notes:

- only displays *Driver Edits* (not *Supervisor Proposed Edits*)

- this is the only report that drivers themselves can access when they sign in to Coretex 360 and access their daily logs in the DRIVER PORTAL

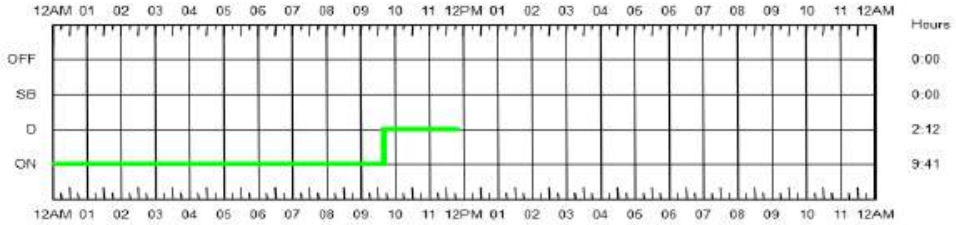
Sample Driver ELD Log Report:

Driver ELD Log Report

CORETEX

Created Tuesday, May 29, 2018 11:52:01 a.m. by Craig Adams

Record Date	USDOT #	Driver License Number	Driver License State	ELD ID	Trailer ID
29/05/2018	435223	123456789		TMUDRI	
Time Zone	**Driver Name**	**Co-Driver Name**	**ELD Manufacturer**	**Shipping ID**	**Data Diagnostics Indicators**
New Zealand Standard Time	Craig Adams		Coretex	DEANOSCARGO	No
24 Hour Start Period	**Driver ID**	**Co-Driver ID**	**Truck Tractor ID**	**Unidentified Driver Records**	**ELD Malfunction Indicators**
Midnight	90909		Bench 02	No	No
Carrier		**Total Distance**	**Truck Tractor VIN**	**Exempt Driver Status**	**Total Engine Hours**
ELD Bench		0.0	1B4HS28N9YF105991	No	



Certified -

Time	Location	Odometer	Eng Hours	Event Type / Status	Origin	Vehicle
29/05/2018						
12:00:00 AM				On Duty	Driver	
09:25:29 AM	0.8 mi S Auckland			Login	Driver	
09:25:29 AM	0.8 mi S Auckland			On Duty	Driver	
09:25:29 AM	0.8 mi S Auckland			Shipment change : No Change : DEANOS CARGO	Auto	
09:26:21 AM	0.8 mi S Auckland			On Duty	Driver	
09:26:21 AM	0.8 mi S Auckland			Operating jurisdiction change	Driver	
09:26:36 AM	0.8 mi S Auckland			On Duty	Driver	
09:26:36 AM	0.8 mi S Auckland			Operating jurisdiction change	Driver	
09:40:24 AM	0.8 mi S Auckland			Vehicle change	Driver	Bench 02
09:40:38 AM	0.8 mi S Auckland			Bench 02 : Inspection Complete	Auto	Bench 02
Annotation : Time taken to complete the inspection: 00:06 minutes.						
09:40:45 AM	0.8 mi S Auckland			Driving	Driver	Bench 02
09:40:50 AM	0.8 mi S Auckland			14h On Duty Time Per Shift Exceeded	Auto	Bench 02
Annotation : Minor issue, to be retained.						

* Indicates inactive events

(UTC+12:00) Auckland, Wellington

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This sample report highlights the appearance of violation entries that require urgent attention.

Appendix:A - Carriers, Divisions, Terminals

Maintenance of Carriers, Divisions & Terminals

Access to drivers and vehicles within Coretex DVIR and the Coretex ELD solution is in part determined with a hierarchy of Carriers, Divisions and Terminals.

- all drivers can be assigned a Division (and, optionally a Terminal) during driver maintenance in Driver Manager
- all vehicles can be assigned a Division (and, optionally a Terminal) during vehicle maintenance in Vehicle Manager

A driver signs in to Coretex DRIVE and selects a vehicle from a range deemed to be allocated to same Division and Terminal. This ensures the driver only has to select a vehicle from a restricted range relevant to them.

Provisioned Division/Terminal

When Coretex DRIVE is installed and configured on a tablet it is provisioned or registered with an authorised Division (and, optionally a Terminal).

> Only vehicles and drivers configured for the same Division or Division/Terminal will appear and be available to use.

This configured Division/Terminal can be seen from the Coretex DRIVE *Dashboard menu* > *About* screen.

A Coretex 360 administrator can create this hierarchy of entities and settings to be specific for a Customer company installation.

Additional use by Coretex DVIR

To make use of Coretex DVIR, assignment of a Division to both a vehicle and a driver is mandatory
(but use of a Terminal remains optional).

Coretex DVIR *operates by*:

- sending emails to administrators and the management of that workload (assignment of vehicles to Divisions (and Terminals) then means that all emails emanating from inspections on that vehicle are sent to the appropriate recipient)
- the particular inspection templates presented to drivers at the start and end of their daily trips are determined from mappings to Divisions and Terminals

For details of maintenance of these administration details refer to:

- Coretex 360: DVIR Admin Guide

Carriers maintenance

At the top of your configurable hierarchy is the company or Carrier level (the legal definition). Against a Carrier entry you lodge the address details and, optionally, a default Shipping ID or number.

ADMIN > Company Settings > Carriers

The *Carriers* tab page is used for maintaining carrier entries with the following fields (* = mandatory entry):

Field	*Description/Notes*	*Mandatory*
Carrier Name	Free format Carrier or company name	*
Carrier Number	The registered Carrier number. For example, in the USA this is the US DOT number for a company.	*
Shipping ID	Optionally you can specify a Shipping ID (Number) here and this will be used as a default Shipping ID for all trips made by drivers using Coretex DRIVE	
Address Line 1	First line of Carrier address	*
Address Line 2	Second line of Carrier address	
City	Town or city of Carrier address	*
Country	Select the registered country of the Carrier	*
State	Region or state within the selected Country. • leave this blank for all countries selected other than Australia, Canada, New Zealand, United States or Mexico • if one of these five countries selected, the State refreshes with a list of states/provinces/territories or license areas for the country, inviting you to select the appropriate "state" for the Carrier	*
Zip/Postal Code	Postal code of the Carrier	*

To edit an existing Carrier:

- highlight the Carrier entry to edit by single clicking on it in the Carrier list
- click Edit in the toolbar below, to have the entry screen populated and enabled
- make the required changes and click Save

To add a new Carrier:

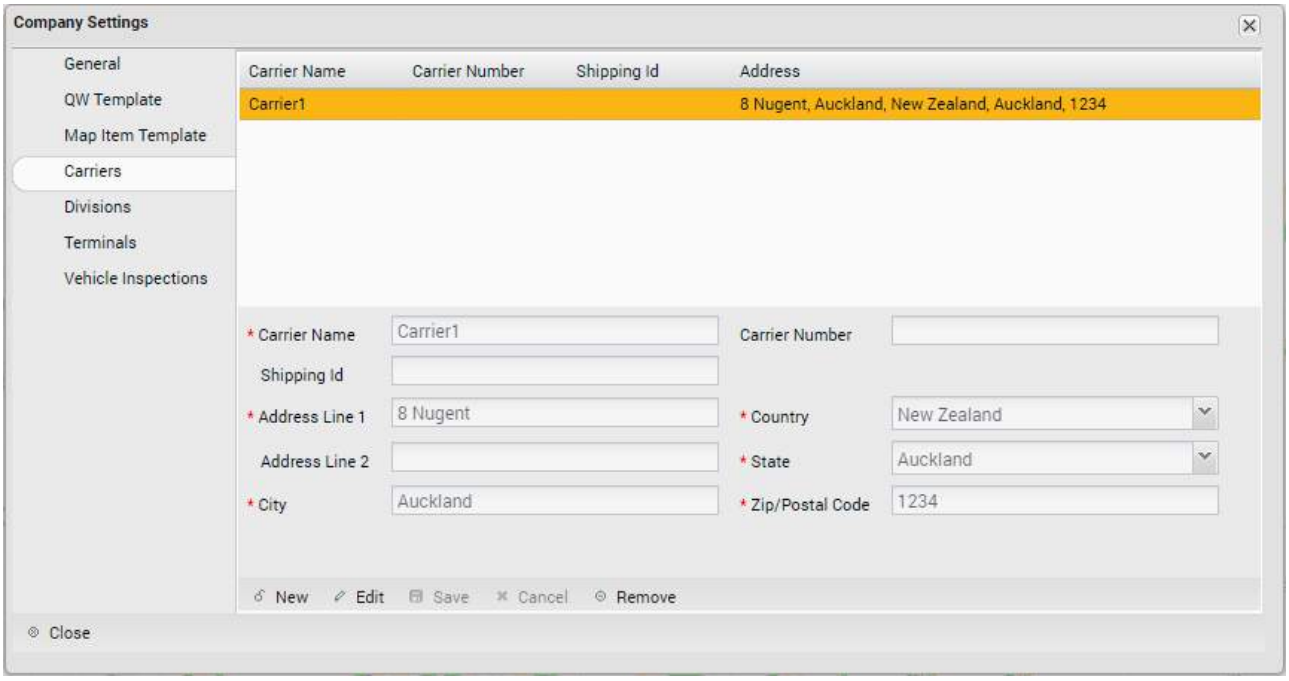
- click New in the toolbar below
- enter the Carrier details (all fields with a red asterisk are mandatory)
- click Save to save changes and have the new Carrier entry appear in the Carrier list

To remove a Carrier:

- highlight the Carrier entry to remove by single clicking on it in the Carrier list
- click Remove in the toolbar below
- click Yes to confirm you wish to remove it

You can only delete a Carrier entry if it is not lodged against any Divisions.

Sample Company Settings > Carriers *maintenance screen:*



Divisions maintenance

A Carrier can have one or more Divisions within it, and it is at the Division level that drivers and vehicles are assigned for the purposes of DVIR and ELD.

From the Division assigned to a driver, the correct language locale and time zone to apply can be determined (but a culture setting can be directly lodged against a driver).

ADMIN > Company Settings > Divisions

The *Divisions* tab page is used for maintaining division entries with the following fields.

Field	*Description/Notes*	*Mandatory*
Carrier Name	Select an existing Carrier entry the Division belongs to	*
Division Name	Free format Division name	*
Use Carrier Address	• tick to have parent Carrier address inherited as the Division address	
Language Locale	Select the appropriate language locale to use where the Division is located.	*
Time Zone	Select the appropriate time zone to use where the Division is located.	*
Address Line 1	First line of Division address	*
Address Line 2	Second line of Division address	
City	Town or city of Division address	*
Country	Select the registered country of the Division	*
State	Region or state within the selected Country. • leave this blank for all countries selected other than Australia, Canada, New Zealand, United States or Mexico • if one of these five countries selected, the State refreshes with a list of states/provinces/territories or license areas for the country, inviting you to select the appropriate "state" for the Division	*
Zip/Postal Code	Postal code of the Division	*

To edit an existing Division*:*

- highlight the Division entry to edit, by single clicking on it in the Divisions list
- click Edit in the toolbar below, to have the entry screen populated and enabled
- make the required changes and click Save

To add a new Division*:*

- click New in the toolbar below
- enter the Division details (all fields with a red asterisk are mandatory)
- click Save to save changes and have the new Division entry appear in the Divisions list

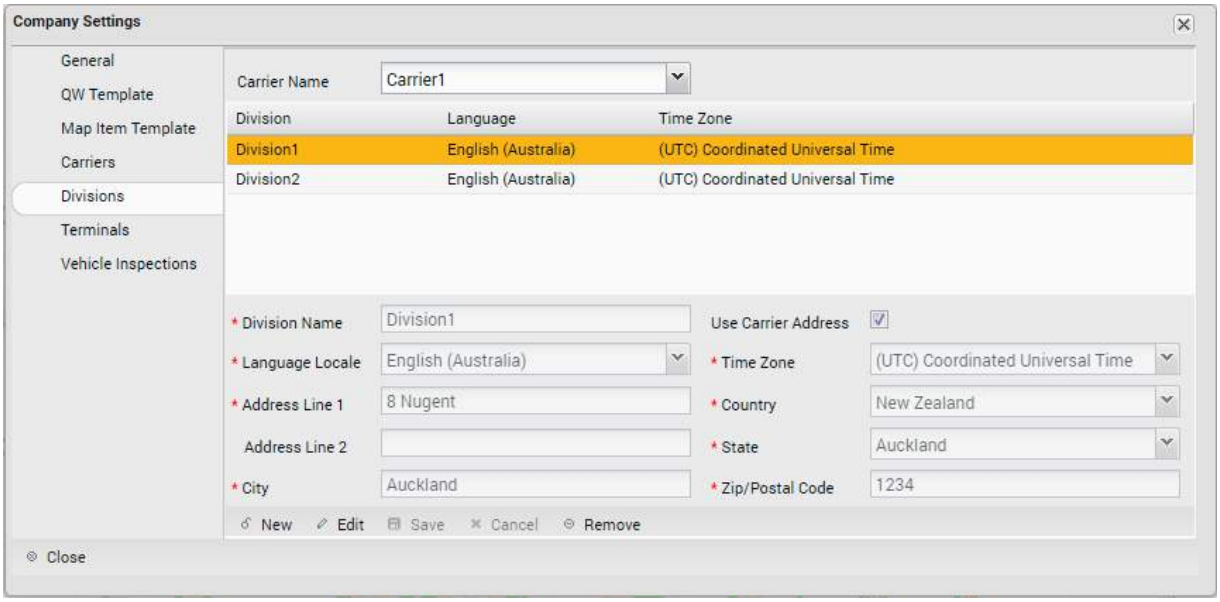
To remove a Division*:*

- highlight the Division entry to remove by single clicking on it in the Divisions list
- click Remove in the toolbar below

- click **Yes** to confirm you wish to remove it

You can only delete a Division entry if it is not lodged against any Terminals or drivers.

Sample Company Settings > Divisions maintenance screen:



Terminals maintenance

A Division can have one or more Terminals within it. This is an optional layer to allow finer granularity with determination of selection of vehicles for drivers, DVIR template assignments etc.

Typically, it is used for depots or breakdowns of a Division.

From the Terminal assigned to a driver, the correct language locale and time zone to apply can be determined (and may be different to those of the parent Division).

ADMIN > Company Settings > Terminals

The *Terminals* tab page is used for maintaining Terminal entries with the following fields.

Field	*Description/Notes*	*Mandatory*
Division Name	Select an existing Division entry the Terminal belongs to	*
Terminal Name	Free format Terminal name	*
Use Division Address	• tick to have parent Division address inherited as the Terminal address	
Language Locale	Select the appropriate language locale to use where the Terminal is located.	*
Time Zone	Select the appropriate time zone to use where the Terminal is located.	*
Address Line 1	First line of Terminal address	*
Address Line 2	Second line of Terminal address	
City	Town or city of Terminal address	*
Country	Select the registered country of the Terminal	*
State	Region or state within the selected Country. • leave this blank for all countries selected other than Australia, Canada, New Zealand, United States or Mexico • if one of these five countries selected, the **State** refreshes with a list of states/provinces/territories or license areas for the country, inviting you to select the appropriate "state" for the Terminal	*
Zip/Postal Code	Postal code of the Terminal	*

External Reference	Optionally, you can lodge an **External Reference** identification code/name that is associated with this Terminal • can be any text up to 60 characters
Driver Group	*Driver Group* selection is only available if your company is configured for *Driver Group*/Terminal linking. For some customers a primary *Driver Group* can be in force and linked directly to a Terminal setting. This link can be established here. For use mainly in Driver Manager when editing driver entries. When this setting is in place, and a Terminal is selected in a driver entry (*Edit Driver > Settings*) then the default *Driver Group* can be derived from the Terminal and set on the *Edit Driver > Driver Group* tab. This helps ensure every driver is assigned to a default *Driver Group*. • a *Driver Group* can only be associated with a single Terminal, so the dropdown only presents a list of active *Driver Groups* not already linked to Terminals

To edit an existing Terminal*:*

- highlight the Terminal entry to edit, by single clicking on it in the Terminals list
- click **Edit** in the toolbar below, to have the entry screen populated and enabled
- make the required changes and click **Save**

To add a new Terminal*:*

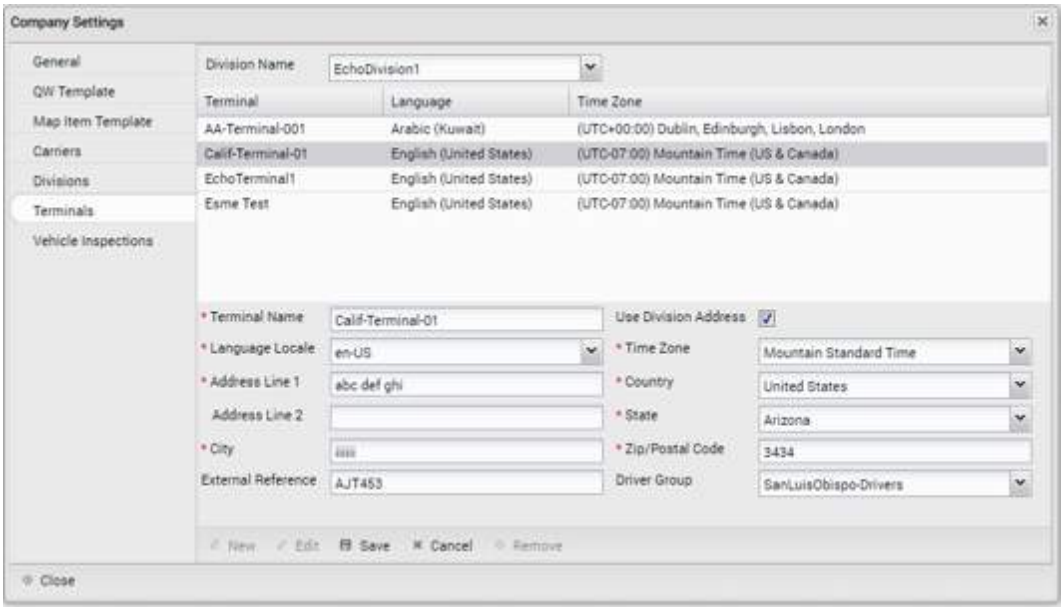
- click **New** in the toolbar below
- enter the Terminal details (all fields with a red asterisk are mandatory)
- click **Save** to save changes and have the new Terminal entry appear in the Terminals list

To remove a Terminal*:*

- highlight the Terminal entry to remove by single clicking on it in the Terminals list
- click **Remove** in the toolbar below
- click **Yes** to confirm you wish to remove it

You can only delete a Terminal entry if it is not lodged against a driver.

Sample Company Settings > Terminals maintenance screen:


Company Settings
General
QW Template
Map Item Template
Carriers
Divisions
Terminals
Vehicle Inspections
Division Name
EchoDivision1
Terminal
Language
Time Zone
AA-Terminal-001
Arabic (Kuwait)
(UTC+00:00) Dublin, Edinburgh, Lisbon, London
Calif-Terminal-01
English (United States)
(UTC-07:00) Mountain Time (US & Canada)
EchoTerminal1
English (United States)
(UTC-07:00) Mountain Time (US & Canada)
Esme Test
English (United States)
(UTC-07:00) Mountain Time (US & Canada)
* Terminal Name
Calif-Terminal-01
Use Division Address
* Language Locale
en-US
* Time Zone
Mountain Standard Time
* Address Line 1
abc def ghi
* Country
United States
Address Line 2
* State
Arizona
* City
iiii
* Zip/Postal Code
3434
External Reference
AJT453
Driver Group
SanLuisObispo-Drivers
New
Edit
Save
Cancel
Remove
Close

Appendix:B - ELD Violation codes compliance

The FMCSA published a new list of ELD violation codes in 2018. Here are our tips on how to avoid violations and maintain compliance along with the published violation codes.

Getting started

1	Review the training resources at coretex.com/training. There are helpful videos for Supervisors and Drivers as well as user guides (under PDF RESOURCES). *To access the resources login with the credentials below:* Username: learnwithcoretex Password: Nugent8
2	Attend the Coretex weekly training webinars.
3	*Ensure that each vehicle has the following:* • Coretex ELD Visor Card (provided with the Coretex ELD Solution) • Coretex ELD Quick Reference Driver Guide (available at coretex.com/training) • blank paper log books (provided by the Carrier) • instruct drivers to verify they are trained on the Coretex ELD Solution. A template for *Driver Certification* can be found at coretex.com/training > PDF Resources > Driver Certification of ELD Training Coretex recommends using this or something similar on your company letterhead and keeping it on file.
4	*Verify that your vehicles and drivers are set up correctly for the* Coretex ELD Solution*:* • vehicle names must be between 2 and 30 characters and have a valid 17-digit VIN • drivers must have complete first and last names with a valid license number and state.

Maintaining Driver compliance

1. Verify your Coretex ELD Visor Card, Coretex ELD Quick Reference Driver Guide and blank paper log books are in-cab.
2. At the start of each trip, verify you have the correct vehicle, trailer and shipment selected.
3. Verify your Android device is connected to the black box in the vehicle.
4. Always certify your logs and review unidentified driving records when prompted.
5. Refer to your Coretex ELD Visor Card immediately whenever a Malfunction or Data Diagnostic card is triggered.

Maintaining Supervisor compliance

1. Check daily for Uncertified Logs older than three days and advise drivers to certify.*
2. Check daily for Unidentified Driver Records and assign to correct driver or annotate and mark as reviewed.
3. Subscribe to Unidentified Driver alerts and contact drivers immediately when a vehicle is in use without a driver being logged in.
4. Check the Log Edit reports daily to monitor driver and supervisor edits.
5. Check daily that any Supervisor edits have been accepted by the driver.*

* Logs or edits older than seven days must be accepted by the driver using the DRIVER PORTAL.
Contact Coretex if you are unsure how to provide driver access to the DRIVER PORTAL.

Listing of defined Violation codes

CITATION	SEVERITY	DESCRIPTION	CORRECTIVE ACTION
395.22H11	1	Driver failing to maintain *Coretex ELD Quick Reference Guide* in-cab.	Print the *Coretex ELD Quick Reference Driver Guide* from coretex.com/training and make sure a printed copy is in-cab at all times.
395.22H21	1	Driver failing to maintain *Coretex ELD Visor Card* in-cab.	A *Coretex ELD Visor Card* is provided with each *Coretex ELD Solution*. This should be kept in-cab at all times. A copy can be found at coretex.com/training.
395.22H31	1	Driver failed to maintain *Coretex ELD Visor Card* for ELD malfunction reporting requirements.	Instructions on how to handle malfunctions are on the back of the Coretex ELD Visor Card. This should be kept in-cab at all times. A copy can be found at coretex.com/training.
395.22H41	1	Driver failed to maintain a supply of blank driver's records of duty status graph-grids (paper log book).	A blank log book must be kept in-cab at all times.
395.24C1II1	1	Driver failed to manually add driver's location description.	Missing Information cards should be handled immediately by drivers. Tap on the card and add the missing information. See the *Coretex ELD Visor Card* for more information on how to handle the *Missing Information Diagnostic* event.

395.24C2I 1	1	Driver failed to manually add CMV power unit number.	Driver will be prompted to add a vehicle at log in. A vehicle can be added at any time by tapping on VEHICLE/TRAILER on the ELD Dashboard menu bar. Verify you have a vehicle selected and that it is connected (via Bluetooth) to the Android device BEFORE beginning your trip.
395.24C2II 1	1	Driver failed to manually add the trailer number.	Driver may need to add a trailer at login. A trailer can also be added at any time by tapping on VEHICLE/TRAILER on the ELD Dashboard menu bar.

395.24C2III 1	1	Driver failed to manually add a shipping document number.	Driver will need to remember to add a shipment daily. An Information card will prompt the driver to do this at login but the driver can add a shipment at any time by tapping MENU > Shipments
395.30B1 1	1	Driver failed to certify the accuracy of the information gathered by the ELD.	Driver should logout after each shift. At login and logout, the driver will be prompted to certify logs. Supervisors should check for uncertified logs daily using the Driver Hours/ELD dashboard in Coretex 360. Driver logs older than 7 days must be certified using the DRIVER PORTAL.
395.30C 1	1	Failing to follow the prompts from the ELD when editing/adding missing information.	Missing Information cards should be handled immediately by drivers. Tap on the card and add the missing information.
395.32B 5	5	Driver failed to assume or decline unassigned driving time.	Driver should accept unassigned driving time at login. Any unaccepted logs at logout will be automatically sent to Coretex 360 for a supervisor to review. Supervisors should review unassigned driving time daily and assign or resolve.
395.34A1 5	5	Failing to note malfunction that requires use of paper log.	Driver should refer to the Coretex ELD Visor Card immediately for how to handle a malfunction. This may involve contacting the carrier or Coretex and using paper logs until the issue can be resolved.

ELD Glossary

This glossary contains a list of many terms (including acronyms and abbreviations) that are used in dealing with the ELD functionality within **Coretex DRIVE** and **Coretex 360**.

To be used in conjunction with the *Coretex 360 Glossary*.

Coretex Platform	
CORETEX 360	Our flagship application is the single point of operational truth for fleet operators. Running on any modern web browser, it incorporates all of the tracking, maintenance scheduling, job management and driver management tools required to run an efficient fleet. From **Coretex 360**, operators can track location and speed, replay trips, define and manage geofences, control assets, interrogate triggered events, monitor driver behaviour, maintain service records, allocate jobs and much more. **Coretex 360** can be accessed via Android and iOS apps, and supports a broad range of security and permission-management features that make it suitable for both small and enterprise organisations.
Coretex DRIVE	This is a purpose-built, mobile device-based in-cab application that links drivers to vehicles and vehicles to dispatchers. Working in harmony with **Coretex 360**, **Coretex DRIVE** gives drivers the information they need to do their jobs efficiently and safely. It is built around a familiar modular app framework: • **Coretex DRIVE** offers single pane of glass access to turn-by-turn trucking navigation, messaging, jobs, DVIR, checklists, fatigue information, ELD, real time driver feedback as well as your choice of custom applications • **Coretex DRIVE** makes it easy to roll out Android-based mobile apps to drivers quickly and securely • **Coretex DRIVE** is optimized to run on Coretex approved Android mobile devices
Coretex ELD Solution	*The* Coretex ELD Solution *provided to customers entails:* • **Coretex DRIVE** application operating on Android mobile devices; this is configured to operate ELD functionality for the appropriate jurisdiction (e.g. USA, Canada) • seamless communication via the internet with the vehicle's TMU • seamless connection to the **Coretex 360** system • supervisor access to ELD management and reports in **Coretex 360** • driver access to limited ELD functionality called the DRIVER PORTAL in **Coretex 360**

Generic terms	
CCMTA	The *Canadian Council of Motor Transport Administrators* (CCMTA) coordinates all matters dealing with the administration, regulation and control of motor vehicle transportation and highway safety in Canada. Membership includes representation from provincial and territorial governments as well as the federal government of Canada. For details refer to: http://www.ccmta.ca/en/
CMV	Commercial Motor Vehicle
DVIR	*Driver Vehicle Inspection Reports* application within **Coretex DRIVE**
ELD	North America customers only In its simplest form, an *Electronic Logging Device* is used to electronically record a driver's *Record of Duty Status* (RODS), which replaces the paper logbook some drivers currently use to record their compliance with *Hours of Service* (HOS) requirements (in North America).
	the ELD or the ELD unit For Coretex, both these terms refer to the combination of the 2 components, a telematics device and an Android mobile device that together make up the hardware components of the Coretex ELD solution. • the ELD can also refer to the "connection" between the mobile device/TMU/**Coretex DRIVE**, internet access through to **Coretex 360**.
FMCSA	*Federal Motor Carrier Safety Administration* are the lead federal government agency responsible for regulating and providing safety oversight of commercial motor vehicles (CMVs), FMCSA's mission is to reduce crashes, injuries, and fatalities involving large trucks and buses. For details refer to: https://www.fmcsa.dot.gov/
FSMA	*FOOD SAFETY MODERNIZATION ACT* (FSMA). Carriers of food may need to comply with regulations to become preferred FSMA carriers. This comprises contract documentation, monitoring and control of environmental conditions, plus ELD and the full suite of fleet management features.
GPS	Global Positioning System
IoT	Internet of Things. This term is used for IoT platforms and refer to the connection of hardware, (sensors/devices), internet transmission of data, software for analyzing the data and a user interface (e.g. web-based or device app with a dashboard and controls such as **Coretex DRIVE**).
Mobile device	*Tablets and mobile smartphones* (that meet the minimum system requirements) A hardware device with a touch screen (often GPS-enabled such as TomTom or Garmin, Android tablets or certain mobile phones). The driver uses the mobile device in-cab to operate the **Coretex DRIVE** application during their delivery trips.
PIN	*Personal Identification Number* (used for signing in to **Coretex DRIVE**) – for sites configured for key pad PIN entry (to access **Coretex DRIVE**) this PIN corresponds to the **Driver ID** set up against the driver in Driver Manager.
Tablet	See Mobile device.
TMU	Telematics Unit

ELD related terms	
ADVERSE CONDITIONS	Drivers can add an annotation comment to their log to explain for delays and adverse conditions affecting their daily trip.
Available Drive time	A driver can only drive for a certain period of time in a day before they must stop or take a break. This is their available drive time and is displayed in green on their dashboard burndown gauge. This is used up when the driver is in a working duty status (and not only when driving). Also referred to as Drive time, Shift Time or Cycle Time.
60Hrs/&days	HOS rule set that specifies that a driver may be on duty for max of 60 hours in a 7 day cycle.
CMV	Commercial Motor Vehicle (Truck).
Co-Driver	Driver who shares the responsibility for being in charge of a vehicle with another driver, only 1 driver can have a status of driving.
DEFER OFF DUTY	Drivers in Canada can tap a menu bar link to present a dialogue to specify the period of time to defer from Day 1 to Day 2 (i.e. tomorrow, always the next day) Once specified calculations are revised and the driver is recommended to check their changed daily limits for drive and on duty time for the two days affected.
Driver certification event	Drivers are required to certify their record of duty.
Driver log in event	ELD event recorded to capture when a driver logs into the “ELD”.
Driver log out event	ELD event recorded to capture when a driver logs out of the “ELD”.
DRIVER PORTAL	Facility for allowing drivers to directly use Coretex 360 with a LOG IN in that allows them only to access the DRIVER PORTAL. This is the *Driver Log View/Edit* screen and is to allow them to access only their daily logs and report on them and perform some functions.

Driver record	All events between engine power-up and engine power-down inclusive. More applicable for unidentified driving.
Driving limit	Maximum number of hours a driver may driver in a 24 hour period, typically 11 hours.
Duty status event	Identifies driver's duty status of either driving, on duty, sleeper berth, and off duty. May be manually selected by the driver or set automatically using vehicle interface.
ELD	An ELD is an electronic logging device that enables professional truck drivers and commercial motor carriers to collect and process a driver's *Hours of Service* (HOS) data compliance by connecting directly to the engine's ECM. Employing an ELD and doing away with paper based logs provide extensive benefits and safety improvements.
ELD compliance	• USA fleets are required to implement certified ELDs to record HOS by Dec.2017 • USA fleets already equipped with electronic logging technology have until Dec.2019 to ensure compliance with the published specifications
	• Canadian fleets are required to implement certified ELDs to record HOS by a date in the fourth quarter of 2019 (yet to be published)
ELD event	A discrete instance in time when ELD records data, where the events relates to driver activity, vehicle function, diagnostics, etc.
ELD mandate	The USA ELD mandate was published by the FMCSA in 2015 with a goal to increase safety and accountability in the trucking industry. It is a set of detailed guidelines on operation of trucks for trucking companies and their fleets and drivers. It was legislated for all drivers in the USA to comply by Dec.2017.
	The Canadian ELD mandate was published as a final draft by the CCMTA in 2017. It adopts many of the provisions of the USA regulations, but with some differences; and it is expected a compliance date in the fourth quarter of 2019 will be instigated.
ECU, ECM, EMS	• ECU – generic term for Electronic Control Unit, a piece of hardware in a vehicle for controlling actuators or the engine to ensure optimal performance • ECM – Engine Control Module (alternative acronym for ECU) • EMS - Engine Management System unit - an ECU or EMS with access to the fuel lines is then referred to a EMS
Engine power-down event	ELD event required to be recorded when the engine is switched off.
Engine power-up event	ELD event required to be recorded when the engine is switched on.
Hour limit	Maximum number of hours a driver may be on duty in a 24 hour period, typically 14 hours.
Gain time	Whenever a driver sets their duty status to a non-working status their dashboard burndown gauge turns blue to display the amount of time they must wait in order to gain additional drive, shift or cycle time.

HoS (Hours of Service)	Rules that specify daily and cycle limits on duty and driving time.
Intermediate event	ELD event required when a vehicle is in motion and a duty status event there hasn't been a duty status event recorded in an hour.
Logs Period Available	• USA: a Safety Officer may request logs be submitted from a driver with data for today and the previous 7 days • they may also view this range of days on the *Roadside Inspection* screen • Canada: a Safety Officer may request logs be submitted from a driver with data for today and the previous 14 days • they may also view this range of days on the *Roadside Inspection* screen
Motor Carrier	A company that employs large trucks, buses, etc.
Motor Carrier Number	Number assigned to a motor carrier when they are granted an operating authority.
Operating Authority	Assigned by USDOT, required when a company operates inter-state. Dictates the type of business operations a motor carrier may run or cargo it may carry.

Output file 	A driver's logs may be exported for further analysis by a safety officer during a *Roadside Inspection*. • USA: a Safety Officer may request from a driver a record of their driving logs. These can be generated and submitted to FMCSA with logs prepared for a period described under Logs Period Available • Canada: a Safety Officer may request from a driver a record of their driving logs. These can be generated and submitted as a csv and PDF to an email address supplied by the officer. The logs are prepared for a period described under Logs Period Available
Passenger carrying	Indicates that the HOS rule set for drivers who driver buses, etc.
Personal conveyance	Instances where a driver is using a company vehicle for private use.
Property carrying	Indicates that the HOS rule set for drivers who driver CMV's for transporting freight.
Roadside Inspection	From time to time a driver may be approached by a FMCSA/CCMTA agent (safety officer) and asked to present their driver logs. A driver is prepared to assist to allow the safety officer to operate the mobile device to examine and/or transfer the logs electronically for further analysis.
Status (Working) [Driver duty status]	When a driver is working he is set to one of the following driver duty statuses: • Driving • On-Duty • Yard Move Dashboard burndown gauge will display in green an indication of the factor most critical to their available driving time.
Status (Non-Working) [Driver duty status]	When a driver is not working he is set to one of the following driver duty statuses: • Break • Off-Duty • Sleeper Berth • Personal Conveyance Dashboard burndown gauge will display in blue an indication of the Gain time remaining before they are entitled to additional cycle drive time.
Team Drivers	Instances where there is more than one driver.
Telematics device	Device or TMU installed in a vehicle which is typically connected to the engine management system & usually has GPS functionality (TMU1500, V301, GenX).
Unidentified driving	Instances where a CMV is being driven and a driver hasn't logged into the "ELD".
USDOT	United States Department of Transportation.
Vehicle in motion	Vehicle is considered in motion when the speed is greater than or equal to 5mph.

Vehicle interface	Integration to the *Engine Management System* to receive vehicle data, such as engine hours, elapsed distance, speed, etc.
Vehicle motion status	Indication of whether a vehicle is in motion or stationary based on the FMCSA specification.
Vehicle stationary	Vehicle is considered stationary when the speed is 0 for at least 3 seconds.
Yard moves	Instances where a driver is moving vehicle around in a depot (and not on the open road).

Coretex 360 Glossary

This table contains a list of many terms (including acronyms and abbreviations) that are used in dealing with the Coretex 360 Coretex browser based application.

Coretex Platform	
CORETEX 360	Our flagship application is the single point of operational truth for fleet operators. Running on any modern web browser, it incorporates all of the tracking, maintenance scheduling, job management and driver management tools required to run an efficient fleet. From Coretex 360, operators can track location and speed, replay trips, define and manage geofences, control assets, interrogate triggered events, monitor driver behaviour, maintain service records, allocate jobs and much more. Coretex 360 can be accessed via Android and iOS apps, and supports a broad range of security and permission-management features that make it suitable for both small and enterprise organisations.
Coretex DRIVE	This is primarily a purpose-built, mobile device-based in-cab application that links drivers to vehicles and vehicles to dispatchers. Working in harmony with Coretex 360, Coretex DRIVE gives drivers the information they need to do their jobs efficiently and safely. It is built around a familiar modular app framework: • Coretex DRIVE offers single pane of glass access to turn-by-turn trucking navigation, messaging, jobs, DVIR, checklists, fatigue information, ELD, real time driver feedback as well as your choice of custom applications • Coretex DRIVE makes it easy to roll out Android-based mobile apps to drivers quickly and securely • Coretex DRIVE is optimized to run on Coretex-approved Android mobile devices
Not only a mobile app	”DRIVE” is also a cloud of online services, the so called microservices. It comes with complete API access and a portal is available for administrators to configure functionality and view the data

Coretex 360 hardware	
Devices:	
Tracking	Such as a TMU (telematics unit), the main sensor attached to a vehicle with tracking and sensory capability.
Camera	A vehicle can be fitted with up to 8 cameras to record every second on the road from in-cab and around the vehicle.
Tablet /Mobile phone/MDT	A mobile device (often GPS-enabled such as TomTom or Garmin, or a mobile phone that meets the minimum system requirements). The driver uses the mobile device to interact with the Coretex 360 through a specific application such as Coretex DRIVE.
MDT	Mobile Data Terminal
EOBR	An electronic on-board recorder is an electronic device attached to a commercial motor vehicle, which is used to record the amount of time a vehicle is being driven.
V301	(previous version V300): Sensor on the vehicle that sends information back to Coretex 360.

Generic terms	
ABS/EBS	*Combined braking term incorporating:* ABS (term used widely in Australia) to refer to part of a vehicles braking system and it stands for *Anti Lock Brakes*. Coretex 360 is designed to process ABS readings sent from ABS/EBS enabled trailers. ABS is a system incorporated in cars and bikes for additional safety while braking. When you apply the brake in a car without ABS, if the brake pads are good enough, the wheel gets LOCKED resulting in a skid, and you would lose control. However, with ABS implemented, when you press the brake paddle, the brake internally gets APPLIED and RELEASED numerous number of times, which will avoid skidding and maintains control over the vehicle. (the application and release of the brake is close to 20 times a second and may vary around this number). EBS (term used worldwide) to refer to the *Electronic Braking System* used to control the vehicle's load situation to determine the appropriate pressures on the brake cylinders to decelerate the vehicle. Used in conjunction with ABS.
Carriers Divisions Terminals	Company installations can be broken down into a hierarchy of Carrier/s (highest operating level for the company) and a Carrier has one or more Divisions (e.g. geographic areas/offices). Optionally, a Division can have any number of Terminals (e.g. depots, warehouses).
Terminal / Driver Group linking	Some companies can be configured to have a *Primary Driver Group* that is linked directly to a Terminal setting. All drivers are assigned a Terminal and then automatically have this linked Driver Group set as their *Primary Driver Group*. This is used for report selection, and default *Message Recipients* list purposes. Other companies (not configured for this linking) can set their drivers *Primary Driver Group* manually.
CMV	Commercial Vehicle (Truck, Trailer etc.)
ELD	In its simplest form, an *Electronic Logging Device* is used to electronically record a driver's *Record of Duty Status* (RODS), which replaces the paper logbook some drivers currently use to record their compliance with *Hours of Service* (HOS) requirements (in North America). Separate glossary available specific to ELD and incorporated in all ELD related guides.
IAC	*Coretex 360 IAC Administration Console*. A separate application used only by Coretex staff or authorised *Resellers/Dealers* for setting up a new Coretex 360 environment and initializing an Admin user and any other users, devices, vehicles and fleets required. All vehicles with multiple installed devices (e.g. DRIVE device + TMU) must have an MDL Profile configured. This can only be done in IAC via vehicle maintenance. All vehicles with multiple devices created in Coretex 360 will need this final configuration done by Coretex staff or a Reseller/Dealer administrator.

IoT	Internet of Things The *Internet of Things* is the network of devices such as vehicles, and home appliances that contain electronics, software, sensors, actuators, and connectivity which allows these things to connect, interact and exchange data. The IoT involves extending Internet connectivity beyond standard devices, such as desktops, laptops, smartphones and tablets, to any range of traditionally dumb or non-internet-enabled physical devices and everyday objects. Embedded with technology, these devices can communicate and interact over the Internet, and they can be remotely monitored and controlled.
MDL	Multiple Device Linking For all vehicles created in **Coretex 360** then if the vehicle is to operate with multiple devices (e.g. TMU + **Coretex DRIVE** mobile device for ELD enabled companies) then the appropriate **MDL Profile** (Multiple Device Linking) must be configured to specify how each device (tablet, camera, TM U etc.) is to be used. This is only configured by Coretex staff in the IAC application via Vehicle maintenance. • it is not required for vehicles with a single device (e.g. just a TMU) • it is required for all vehicles for ELD-enabled companies. MDL profiles are configured with specific combinations of devices installed on the vehicle (e.g. GENX + DRIVE, V301 + Camera etc.) and then the appropriate profile must be selected here in IAC.

MRM	Coretex 360 is an entirely web-based *Mobile Resource Management* (MRM) application. MRM refers to a category of business solutions designed to maximize the productivity of the mobile workforce. MRM is the ability to track the progress of your mobile resources in real-time and assign the right job to the right resource with the right equipment in the right location at the right time.
RPM	Engine Revolutions per Minute stats., a measure of the frequency of rotation, around a fixed axis in one minute), RPM stats are now displayed in the *Service Manager > Service Log < Current Fault Codes* list.
RSSI	*Received Signal Strength Indicator* - A measurement of how well your device can hear a signal from an access point or router.
SaaS	Software as a Service (*SaaS*) is a software distribution model in which a third-party provider hosts applications and makes them available to customers over the Internet. Coretex 360 is delivered as a *SaaS* service and licensed by Coretex on a subscription basis.
Google Maps	*Google Maps* is a web mapping service licensed from by Google LLC. It offers satellite imagery, street maps, 360° panoramic views of streets (Street View), real-time traffic conditions (Google Traffic), and route planning for traveling by foot, car, bicycle (in beta), or public transportation. It is integrated into both Coretex 360 and Coretex IBRIGHT.
Guides category	All Coretex guides are assigned to a category for easier access and management. *All Coretex guides are assigned as:* • User Guides (for use by end users or customers of a Coretex application) • Administration Guides (for use by supervisors/administrators of a Coretex environment) • Installation Guides (for use by installers with step by step instructions to install an application or module) • Technical Guides (reference guides for use by developers or technical personnel) • Quick Reference Guides (shortened version of a user guide intended for use as a quick reference) • Internal Guides (Guide designed for internal staff use only) • Newsletter (publication designed for internal staff use only)

Coretex 360 modules

TRACKING	TRACKING provides real-time view of vehicles integrated with *Google Maps* to track their locations.	
MESSAGES	MESSAGES Center provides an ability to send messages to the mobile device of a vehicle from **Coretex 360**, and for drivers to send messages back.	
VEHICLES	VEHICLES *presents a dropdown menu with access to vehicle related assets:*	
	Fleet Manager provides the ability to group vehicles into fleets (sensible groups of vehicles that help with reporting and to ensure users see only the fleets they need)	
	Service Manager provides the ability to create service plans and service registers for vehicles	
	Vehicle Manager provides access to set up and manage vehicles (and other assets such as trailers, heavy machinery etc.)	
	Reefer Manager - Further maintenance and monitoring of refrigerated assets	
	New Zealand customers only RUC Manager provides access to manage electronic *Road User Charges.*	
	IFTA Manager provides access to manage *International Fuel Tax Agreement* data	

Coretex 360 modules

DRIVERS	DRIVERS *presents a dropdown menu with access to driver related assets:* Driver Manager provides access to set up drivers and manage license and fatigue.	
	North America customers only Driver Hours/ELD allows access for drivers and administrators to the ELD portal functions needed	
JOBS	JOBS *presents a dropdown menu with access to jobs related functions:* Jobs Manager is a way to view tasks undertaken for your customers within Coretex 360, including (for certain vehicles) a real-time view of how a vehicle is progressing through a job. • *Template Manager* provides access for an administrator to add and edit job templates.	

DASHBOARD	DASHBOARD shows visual reports of certain data in Coretex 360.	
REPORTS	REPORTS *presents a dropdown menu to allow a user to:* • Create a new report via Reports Manager – this provides a comprehensive suite of reports available for most modules in Coretex 360	
	• My History lists a trail of the reports you have run where you can view the output again or share it with others • Shared History lists a trail of reports shared by users for others to view the output • View Scheduled lists the reports that have been scheduled to run in the future	

Reports Group	All Coretex 360 reports are split into *Report Groups* (e.g. Vehicle, Location, Custom etc.). In Reports Manager reports are grouped by Report Group for easier access and management.

ADMIN menu

ADMIN	Administration facilities are configured for users deemed as administrators of Coretex 360. ADMIN *provides a dropdown menu with access to:*	
	Checklist Manager is a facility to set up and manage checklists (forms) to be filled in by a driver.	
	Company Settings Administrator maintenance of company wide settings.	
	New Zealand customers only **EDR Manager** Ability to manage electronic Distance Recorders (as part of RUC). Used in conjunction with *Vehicles > RUC Manager*.	
	Location Manager Ability to create locations (or geofences) and manage which drivers/vehicles/fleets use them.	
	Route Manager Maintenance of route templates that become runs for drivers with their daily trips and the routes they traverse.	
	Product Manager Maintenance of assets (products), like delivery bins that are tracked for use in Route Manager.	
	User Manager Ability to manage users of Coretex 360 and their permissions (what parts of Coretex 360 they can access).	

Other Administration options	
Alerts/ Alerting	Alerts can be set up in Coretex 360 so that an email, SMS or pop-up message is sent to a specified user, whenever an event happens. Alerts can be configured at driver, vehicle and location level.
Default Alert Plans	Alert plan templates can be setup via General Settings in many of the modules. These can be any number of alert plans for specific alerts to have messages/emails generated and sent to appropriate users. These defaults then can be inherited for use by new Vehicle, Fleet, Reefer, Driver, Location entries.
Incident Manager/ IDS Reports	Ability to record certain events (such as collisions, harsh cornering and harsh braking) on camera.
Fatigue Management	The ability to record compulsory break and maximum drive time information for drivers, in order for the company to ensure compliance with Health & Safety laws. • in North America we have the *Driver Fatigue View* and *Availability* report to focus on this aspect and is part of the Coretex ELD Solution • in Australia we have the *Fatigue Management* module integrated into Coretex DRIVE/Coretex 360. Elsewhere a combination of the Driver Manager module and driver reports can be used to build a picture of fatigue information

TRACKING and Tracking Sidebar	
Live Tracking	The process in Coretex 360 of seeing information about a vehicle, trailer or other asset on a Google map, in real time.
Poll / Polling	A GPS fix ('ping') showing the location of a Vehicle at a specific point in time
Turn-by-turn	A turn-by-turn trip replay shows the route as a GPS would, i.e. by following the roads on the map.
Events	Something that the vehicle does that triggers the V301 device to create an event in Coretex 360, e.g. enter/exit a Geofence, speeding, harsh cornering, idling, ignition on/off.
Routes entry	The *Routes* tab in the *Tracking Sidebar* allows you to monitor in real time the progress of a vehicle on its route. Route entries here are made up of a list of stops or items where a driver in their vehicles stop to drop-off and pickup on their daily trips. • refer to Route Manager section for other route management terms and entities
Navigation	Gives driver turn-by-turn instructions via a mobile device
Trip	A trip is defined as being from the Ignition On event to the Ignition Off event.
Trip Replay	Visualisation of vehicle travel history. Not turn-by-turn (viewable on the map following roads), but instead based on polling

For references to Locations, Geofences, Markers and other related entities under *Location Manager*.

MESSAGES (Message Center)	
(system)	Indicates that the message was received into Coretex 360 by a third party application (such as *CommandAlkon*) and automatically sent to a driver without Coretex 360 user intervention.
Quick Select Message	Pre-configured/canned/template messages in Coretex 360 for users to choose from in order to save time.

VEHICLES

Fleet Manager

-

RUC Manager/EDR Manager

RUC	Road User Charges
eRUC	Electronic Road User Charges
EDR	Electronic Distance Recorder
IBRIGHT EDR	Electronic hubodometer, electronic distance recorder
NZTA	New Zealand Travel Agency, the national organisation charged with issuing vehicle licences, RUC licences and processing drivers off road usage RUC rebates
RUCHO	Stands for the *Road User Charges application to change hubodometer*, and a form template that is downloaded to complete and send to the NZTA.

Service Manager

SA	Source Address or SA codes/descriptions are reported from the TMU, and presented in faults management.
FMI	Failure Mode Identifier or FMI codes/descriptions are reported from the TMU, and presented in faults management.
SPN	Suspect Parameter Numbers or SPN codes/descriptions are reported from the TMU, and presented in faults management.

Vehicle Manager

Track ID	ID of the device on the vehicle. Usually a vehicle will have at least two devices (e.g. V301 and mobile device).
Unit Type	Type of device (e.g. V301, tablet, mobile phone etc.)

Reefer Manager

-

IFTA Manager

IFTA	The *International Fuel Tax Agreement* (or IFTA) is an agreement between the lower 48 states of the United States and the Canadian provinces, to simplify the reporting of fuel use by motor carriers that operate in more than one jurisdiction.

DRIVERS
-

Driver Manager	
Driver Name	First and Last name of the driver – the name used to identify this driver throughout the system
Driver ID	This value is used to identify the driver. The value must match the identification used to log on to the vehicle. The driver must enter this number if using keypad entry. If using an alternative log on method e.g. key fob, the ID of the log on device should match the driver ID value

Driver Hours/ELD	
	See entries in separate ELD Glossary (included in Coretex ELD guides only).

JOBS Manager	
Job	The end-to-end process of carrying out a job. Includes loading, delivering and returning to loading site.
Task	There are three tasks to every job: Loading, Job Site, and Return. This is because there are usually three addresses associated with a job: one to load, one to deliver, and another to return to the loading site.
State/Status	Within each task, there are different Job states. Finishing one state moves the Job to the next state. *For example*: finishing loading a truck changes the job state from 'Loaded' to 'To Job'.
Activity	Something recorded by the V301, *For example*: moving into/out of a Location (Geofence).

DASHBOARD
-

REPORTS Manager	
Location Time	Time spent within a geofence.
Timed Events	GPS fixes ('pings'). When a GPS position is logged by the V301
KML	Google Earth file format. Using this file format, you can export to Google Earth

**: *An asterisk or two asterisks on a report indicates the vehicle does not have a GPS fix.*

ADMIN terms

Checklist Manager

Company Settings

Company Settings for DVIR (Driver Vehicle Inspection Reports)	
DVIR	Refers a suite of applications developed by Coretex to provide Coretex DRIVE users (i.e. drivers) to use their in-cab mobile devices to perform pre trip and/or post trip inspection checks on their vehicles.
DVIR (Admin)	Refers to browser based application used by administrators to maintain the infrastructure needed to operate DVIR.
DVIR (User)	Refers to app installed into Coretex DRIVE to allow drivers to complete inspection reports on their vehicles on their daily trips.
Pre-trip inspection	Inspection is a set of tasks for the driver to perform prior to setting out on a trip.
Post-trip inspection	Inspection is a set of tasks for the driver to perform at the end of a daily trip
Certification	After pre-trip inspections have been completed then certification is the decision by the driver that the vehicle is satisfactory to drive on the day's trip.
Inspection Template	This is the checklist or set of instructions a driver needs to perform all the tasks needed for the vehicle inspection. It is made up of a number of Item Types that represent the tasks that need to be performed
Item Type	This is a template of the task that a driver needs to perform during a pre and/or post trip vehicle inspection. Any number of Item Types can be selected and lodged against an Inspection Template.

EDR Manager
See entries under *Vehicles > RUC Manager*

Location Manager	
Location	Location is a location type. Virtual boundaries on a map so a vehicle can report on entry, exit and approach of the defined area – can be a Circle or Polygon in shape.
Geofence	Geofence is a location type. Locations are also referred to as geofences in Coretex 360.
Marker	Marker is a location type. A pin-shaped mark on the map that you can use to label important places. A vehicle does not report for markers as they do for geofences. Red marker pins used on the map, e.g. the center point of a Circle location.

Approach zone	Locations can optionally be defined with an approach zone by entering an Approach Warning Radius figure against the location. These zones are circular (around both Polygon and Circle locations) and intended for use with jobs management and for issuing events as a vehicle approaches a location by crossing into the approach zone.
Center point	Every geofence is designated a center point for reference to a physical address (that is lodged against the geofence entry). So, although a geofence can cover a huge area, it can still be registered against a single address, the address of a center point.

Route Manager	
Completion Profile	Completion Profiles are lookup or reference information and every Route Template is assigned one of these profiles. They are used to specify the factors by which completion or the status of a truck at every stop/route is triggered and progressed. Implementation of the use of Completion Profile is intended to facilitate automatic completion or progression of a step, to better monitor drivers on their daily trips. • each profile is made up of one or more Definitions and Definition Groups • all Completion Profiles are maintained in Completion Profile maintenance via General Settings in Route Manager
Definition	Definitions are entities that contain the criteria used to determine when a vehicle arrives/departs at a stop (or route item) if the stop status should be progressed (i.e. completed). • all Definitions are maintained in Completion Profile maintenance via *General Settings* in Route Manager *For example:* Exiting a geofence at each stop may be all that is required to register that a visit to a stop is completed.
Definition Group	Definitions can be put into groups if multiple criteria are used to progress a stop status. • all Definition Groups are maintained in Completion Profile maintenance via General Settings in Route Manager *For example*: Having a signal from a Digital I/O Arm Lift equipment together with scanning of the RFID Tag on the pickup bin (Product) at the stop, could be the required combined criteria needed to indicate the stop is completed.
Route Template	A Route Template is a template, blueprint or design of a scheduled route. Although it is assigned to a vehicle it doesn't actually represent a route taken by the vehicle on any particular day (a Route entry does that). • all Route Templates are maintained in Route Manager
Route item	These are the stops along the route where the driver performs delivery or pickup tasks. Any number of Route items can be defined in a Route Template detailing stop sequence, stop type (e.g. geofence or address) and Product. • all route entries are generated from Route Manager, either directly with an ad hoc route creation, or automatically according to schedule

Field Mapping Template [Route Template]	This maps the fields in the CSV file to the corresponding fields in the Route Template to be created.
Field Mapping Template [Route item]	This maps the fields in the CSV file to the corresponding fields in the Route item to be created.

Route entry	A Route entry has to be generated (from the Route Template) to represent an instance of the vehicle actually having performed the route on a particular daily trip. • all Route entries are viewed via the Routes tab in TRACKING

Product Manager	
Product	These relate to delivery bags or bins, or assets that are processed at a stop on the route and possibly registered automatically as an indicator of completion of a delivery task.
Product Type	Products can be grouped into Product Types.
RFID Tag	RFID tagging is an ID system that uses small *radio frequency identification* devices for identification and tracking purposes. An RFID tagging system includes the tag itself, a read/write device, and a host system application for data collection, processing, and transmission. Used for detection of a vehicle having made a stop on its route.
EPC	*Electronic Product Code* is the unique identifier code assigned to a RFID Tag. This is the number entered against a Product in Product Manager against its RFID Tag.
EDI Identifier	These are the assets (e.g. bins) owned or managed by customers and located at the various stops on a vehicle's route. The Product may be used for delivery/pickup and for recording identification data for purposes of progressing the stop status of a route.

User Manager
-

Other Modules / System Areas

Coretex Administration

Action Engine
Rules-based engine for specifying business rules within Coretex 360 (Coretex Administrator-only access).

Device Engine
Engine for setting up devices that will feed data into Coretex 360 (Coretex Administrator-only access).

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