



Overview of Coretex DRIVE

Coretex DRIVE is the in-cab fleet management solution for all applications and for implementing the **Coretex ELD solution**.

Coretex DRIVE is a breakthrough Android based mobile device (tablet/smartphone) software solution that brings all your fleet operations and 3rd party apps together on a single device. It's a brilliant management portal that is flexible and easy to use. The driver can access any integrated application with a single sign-on.

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 as notifications on a single screen via **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** key 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):



Looking at the dashboard

1 Mobile device hardware

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



Some common access keys

Home key	<ul style="list-style-type: none"> • takes you to the Coretex DRIVE dashboard • wakes up the tablet
Back key	<ul style="list-style-type: none"> • takes you to the previous window • removes keyboards from the screen • closes dialog boxes

✓ 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.

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

2 Mobile device procedures

Starting your trip with Sign In

At the start of every trip you need to ensure the device is up and running, **Coretex DRIVE** is started, and that you sign in to the application.

Power On

To turn the mobile device on:

- press and hold the **Power** button
- the tablet will vibrate briefly when power up starts

Start up Coretex DRIVE

Start the application on your mobile device by:

- clicking the **Dashboard** tile/icon
- (available from your installed apps)



Dashboard

Dependent on your actual mobile device. Some models may behave slightly differently.

3 Sign In

Normal *Sign In* procedure described here. Variations include skipping selection of a vehicle, deferring DVIR inspections, password entry etc.

At the start of every trip, after powering the mobile device on you will need to:

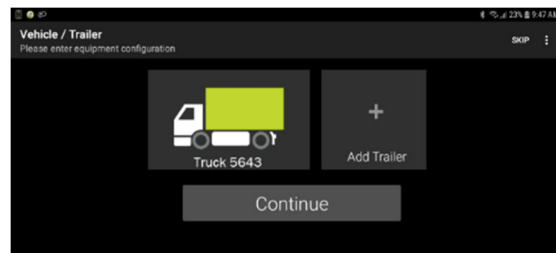
- In normal operation, simply tap the **Home** key to return to the dashboard (or from the Android desktop start **Coretex DRIVE** by tapping the application tile/icon).
- The **Coretex DRIVE Sign In** screen will be displayed:
 - enter your PIN number (4 to 8 digits)
 - some sites require a further password entry
 - this will log you in to **Coretex DRIVE** and the **Coretex DVIR** app

If your password has been reset by someone other than yourself, you are allowed a one time use of it. Then you are prompted to enter a new password of your choosing.

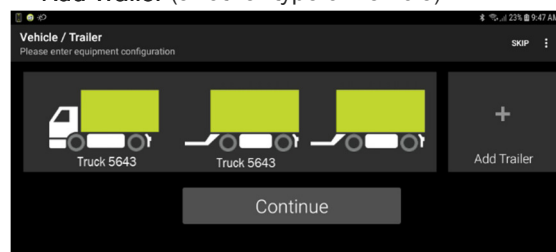
- select a status from the *Preview Availability* screen by tapping a status bar (e.g. *On Duty*).
- If no vehicle is already selected, you are prompted to specify one:
 - tap the **Set Vehicle** tile to select your vehicle for the trip

- if you have no assigned vehicle as yet, tap **SKIP** on the toolbar (you can select it later)
- some sites have a mobile device tied to a vehicle by policy, hence the vehicle will be pre-selected – in this situation tap **Continue**

- type in characters from the vehicle ID in the **Search Vehicles** filter textbox to present a filtered list of vehicles to choose from (to speed up finding the vehicle you want)
- tap a vehicle from the list to select it and it appears as a tile on the *Select Vehicle* screen



- add one or more trailers (if required) by tapping **Add Trailer** (another type of vehicle)



- tap **Continue** or **Save** to save the selected vehicle/trailer combination

Set by policy will be the maximum number of trailers you can attach (e.g. 3 in North America).

Deselect a trailer simply by tapping on its tile.

Selecting a trailer already assigned

If the selected trailer is already assigned to another vehicle, you can return to select another trailer; or you can take over the assignment of your selected trailer.

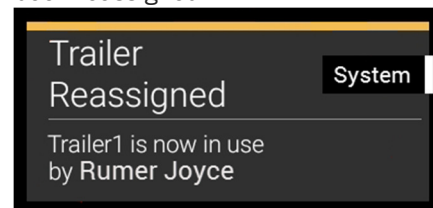
When an assigned trailer is selected, a prompt appears inviting you to change or confirm:

- tap **Change Trailer** to return
- tap **Confirm Trailer** to take over the trailer

Taking over a trailer

If you confirm then the prior assignment of this trailer needs to be disconnected by:

- having an automatic notification sent to the prior driver and alerting them that the trailer has been reassigned



- presenting a message informing them who has taken it and inviting them to select another trailer

4 Driver Vehicle Inspection Reports (DVIR)



If you are configured for automatically initiating *Pre-trip* DVIR inspections they will activate here.



Summary of steps here but for full details of using DVIR refer to separate *Coretex DVIR: User Guide*.



You can defer performing the inspection/s here by tapping menu bar link **LATER**. The required inspections will then appear as **Information Cards**.

- attend to any **Coretex DVIR Information cards** on your dashboard
- tap on each inspection in turn to process



Any previous inspections left in an **UNSATISFACTORY** state must be dealt with before proceeding with today's inspection/s – they are activated when you tap on the first **Information Card**.

Processing DVIR or Vehicle Inspections

Tap each **Information Card**:

- perform your vehicle inspection by checking each inspection item and process the checks and defects with tapping on response options
- upon completion of all inspections, tap the **COMPLETE INSPECTION** menu bar link
- a certification screen appears inviting you to determine if the overall inspection is

satisfactory

or

unsatisfactory

5 Shipments

Shipments (some sites refer to as Manifest) are a specific consignment of goods associated with an asset (e.g. the contents of the trailer).

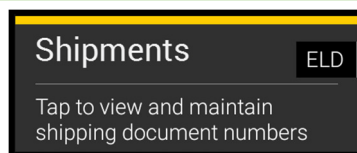
They are assigned a **Shipment number** and this number should be:

- entered as a **Shipment number** whenever the shipment is being carried by the asset
- removed as a **Shipment number** whenever the shipment is removed from the asset



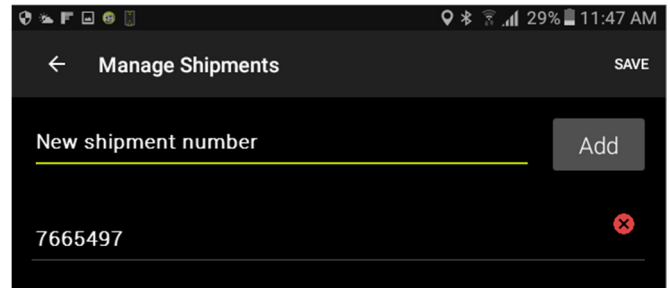
- you may be configured (by account/carrier/division) to have a **Shipment number** automatically determined and assigned to your vehicle by default
- you may be configured to receive notifications to enter **Shipment numbers** and these will appear as an **Information Card** on your dashboard

- tap on any **Shipments Information Cards** on your dashboard



Add Shipment number/s

Enter one or more **Shipment numbers**:



- enter Shipment number
- tap **Add**
- tap **SAVE** to save **Shipment number/s** and return to the dashboard



You can defer entry of **Shipment numbers** until later in the day, but note that at least one **Shipment number** should be entered per trip.

In addition to access from tapping a **Shipments Information Card** you can explicitly access **Shipments** from the **ELD MENU**.

To add **Shipment number/s**:

- in normal operation, simply tap the **Home** key to return to the dashboard
- tap **MENU** to present the **ELD MENU**
- tap **Shipments** to present your **Shipment numbers** entry screen (as above)



Removing Shipment number/s

You should remove selected **Shipment number/s** when they are no longer valid as being associated with the vehicle, e.g. you change trailer, or sign out at the end of a trip.

To remove a **Shipment number**:

- access **Shipments** from your **ELD MENU**
- tap **X** to the right of the **Shipment number** to be removed
- tap **SAVE** to save deletion changes

6 Sign Out at the end of your trip

At the end of every trip you need to ensure that you sign out of **Coretex DRIVE**, and (optionally) that you power down the mobile device.



You can sign out of **Coretex DRIVE** from the:

- **SIGN OUT USER** menu bar link on the dashboard
- **SIGN OUT** link at the bottom of the **CHANGE STATUS** menu

At the end of every trip, the current driver and signed-in co-drivers will need to sign out:

- 1 In normal operation, simply tap the **Home** key to return to the dashboard.

There are two links available for signing out:
 - tap the **SIGN OUT USER** menu bar link on the dashboard to present a list of all currently signed in users
 - tap **Sign Out** against the user you wish to have signed out (either yourself or one of the co-drivers)
~ or ~
 - tap **SIGN OUT** below the **CHANGE STATUS** menu to directly sign yourself out
- 2 if you have any uncertified logs (for up to 7 days prior to today) you will be prompted to review and certify



Uncertified logs older than 7 days must be certified using the **DRIVER PORTAL**. Contact your supervisor/administrator for more information.

- 3 signing out will force a change of your duty status to a status of **Off Duty** – confirm that that is your intention
- 4 Depending on your current status and if you are configured for **Coretex DVIR Post-trip** inspections, the first inspection will activate:
 - perform each inspection in the same manner as for *Pre-trip* inspections detailed earlier
 - this will be done for the vehicle (and all attached trailers) before deselecting the vehicle and any trailers



Your status is changed to **OFF DUTY**

- 5 You are returned to the **Coretex DRIVE Sign In** screen

Power Off

To power down your mobile device:

- follow the *Sign Out* procedure to sign out of **Coretex DRIVE**
- press and hold the **Power** button
- tap **Power Off** from the *Options* dialog that appears
- tap **OK** from the confirmation dialog to confirm power off
- the tablet will power off and shut down

Safety Lockdown

The **Coretex DRIVE** application on your mobile device is designed to operate when the vehicle is stationary. This is for safety concerns to help ensure the driver is just driving!



A tablet is a mobile device and, as with a mobile smartphone, should **not be used** by the driver in charge of the vehicle while driving.

- an automatic sensor on the mobile device will detect this and present a lockdown screen
- when the vehicle stops, the application returns to the previous screen that was active



Any co-drivers that are signed in to **Coretex DRIVE** are allowed to use the application whilst the vehicle is in motion (because they are not in charge of driving the vehicle).

DVIR Inspection History

You can inspect your submitted DVIR inspections (from last ten days) by tapping on the **Inspection History** tile on the *Loaded Apps shortcuts* screen.



For details of using DVIR refer to separate *Coretex DVIR: User Guide*.

7 Coretex DRIVE dashboard

The **Coretex DRIVE** dashboard will then appear and your current status displays as **On Duty**.



8 Driver Duty Status

There are four standard driver or duty status options in **Coretex DRIVE** for drivers to select from. These are applicable for the current driver in charge and for any signed in co-drivers.

ON	On Duty	SB	Sleeper Berth
OFF	Off Duty	D	Driving

You may be configured to make use of the following additional driver duty statuses:

YM	Yard Move	PC	Personal Conveyance
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Changing your driver duty status

To change your status:

- tap on your **CHANGE STATUS** bar on the dashboard to see the status selection screen
- tap on the status you wish to change to (e.g. Break)



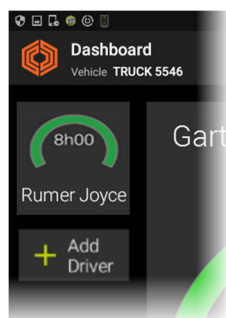
The options that appear depend on whether you are the first or subsequent drivers to sign on, but will include applicable duty status selection bars.

9 Co-Drivers

Coretex DRIVE allows for one driver to be in charge of the vehicle and for any number of co-drivers to be signed in at the same time.

A co-driver can:

- operate the mobile device whilst the **Driver in Charge** is driving the vehicle (and the **Driver in Charge** is locked out of using the mobile device)
- switch to take charge of the vehicle (and the previous **Driver in Charge** is set to be a co-driver)



Add a new co-driver

- tap the **Add Driver** tile to sign in a co-driver (same *Sign In* procedures apply and the co-driver appears as a tile in the left panel)

Driver in focus

When a driver is in focus on the dashboard:

- the central section (with the burndown gauge) has their name shown prominently
- the **ELD MENU** and **CHANGE STATUS** options are relevant to the driver in focus
- the **Information Cards** on the right are relevant to the driver in focus

Switch a co-driver to be the current driver in charge

When the co-driver is ready to take over as the current driver on trip:

- tap on the co-driver's tile on the left panel (to take focus of the dashboard)
- tap **CHANGE STATUS**
- select **In Charge of Vehicle** from the **CHANGE STATUS** menu
- the co-driver becomes the current driver in charge (along with display of the steering wheel icon) and their details shown to the right

Driver in Charge

Multiple drivers may be signed-in to **Coretex DRIVE** during a trip, but only one may be designated as the **Driver in Charge** at any one time.

Only the **Driver in Charge** can change their driver duty status to *Driving*.

When you sign in as the first driver, you are the designated **Driver in Charge** of the vehicle (by default) and you choose your initial driver duty status.

Co-drivers may then sign in also and select their driver duty status in the same way.

Taking over as Driver in Charge

Co-drivers can change their driver duty status and have an additional option available to select from called **In Charge of Vehicle**.

- tap **In Charge of Vehicle** if you are taking over as the driver in charge



Your driving duty status is automatically changed to ON DUTY when you select **In Charge of Vehicle**.

10 Vehicle/trailer options

Removing a vehicle/trailer

To remove a vehicle or trailer:

- return to the **Vehicle/Trailer** screen and tap anywhere on the current Vehicle and Trailers tiles to detach the last vehicle (or trailer) from the current selection
- repeat for any other trailers to remove
- tap **Save**
- DVIR inspection information will be downloaded (if the trailer is configured for *Post-trip* inspection) and any inspections needed will appear as **Information Cards**
- process all trailer inspections and certify the trailer is **SATISFACTORY** after completion of use
- tap the **Home** key to return to dashboard

Adding/Changing a trailer

To add or change a trailer, for details refer to section **3 Sign In**.

Changing a vehicle/trailer

To remove a trailer:

- remove existing vehicle/trailer as above
- tap the Set Vehicle or Set Trailer tile
- select the vehicle/trailer you will be using from the list (as before)
- tap **Save**
- if you are configured for Coretex DVIR *Pre-trip* inspections, they will appear as **Information Cards** on your home dashboard – perform each inspection in the same manner as for *Pre-trip* inspections detailed earlier
- certify the newly selected vehicle you are using
- tap the **Home** key to return to dashboard

11 Messaging

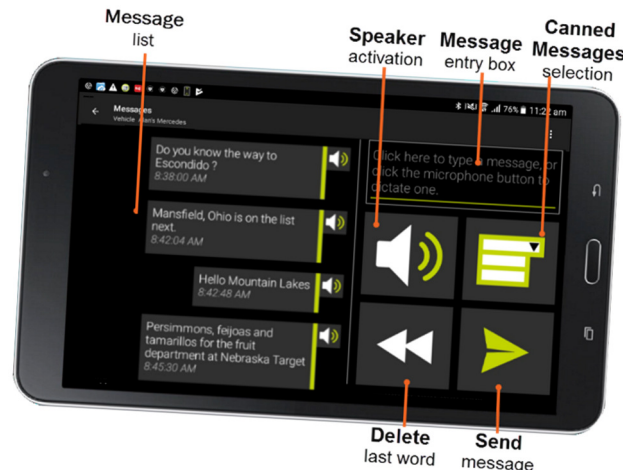
To view the Message window:

- tap the **Message** button on the dashboard (or add the Messages app to left panel if not visible)
- tap any **Information Card** related to a message

There is a list of all sent and received messages on the left pane of the Message screen.

To have a message read:

- tap the **Speaker** button next to the message
- the message list is scrollable (up and down) to allow you to view all messages (each message is time stamped and are listed by date)



If you are not configured for use of Canned Messages you will see a Microphone button.

Receiving a message

When a message is received an **Information Card** will be displayed on the dashboard. You will hear the message announced and then read to you after the card is displayed.

Sending a message

To send a message to **Coretex 360**:

- create a message for sending
- click in the **Message Box** and use the keyboard to enter your message

If you are a Canned Messages user:

- tap the **Canned Messages** button
- select a pre-defined message from the **Canned Messages** selection

If you are a Microphone user:

- tap the **Microphone** button
- speak your message (you can speak the following words to insert punctuation - **Question Mark**, **Comma**, **Period**, **Colon**, **Exclamation Point**) and try others as you wish
- note that the voice recognition is not perfect and may not get all words you say correctly
- tap the "speaker circle icon" when you are done speaking, and the message will display in the message box at the top right of the screen
- to delete a single word, tap the **Delete** button
- to delete the entire message, tap and *hold* the **Delete** button
- to hear the message read aloud, tap the **Speaker** button
- to send the message, tap the **Send** button

12 Need help?

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

Please visit coretex.com for Support and Contact details.