

# Five Cubits a Command Alkon company

#### **Overview of ISE Driver Portal ELD Changes**

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#### **Command Alkon**

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FiveCubits 1315 W 22nd Street. Suite 300 Oakbrook, IL 60523

(925) 273-5832 http://fivecubits.commandalkon.com

#### **Driver Portal Overview**

The ELD mandate updates include many new features on the Driver Portal. Previously, the driver portal was limited to allowing drivers to change their status from **On Duty** to **Off Duty** and vice versa. With the update, you will see new functions such as log edits, conflict resolution, and log certification.

SERVICES	Home	HelpSign Out
HOME HOS	SETTINGS	
Welcome, John Doo Open Status: ON Start Time: 6/13 Change My State	3/2017 10:23 AM CDT	

When you log in, you will be presented with the **Change My Status** option as usual. Hover your mouse over the **HOS** menu to view the other available options.

SERVICES		
eFloetSuite	Home	
HOME HOS	SETTINGS	
Conflie	cts Report	
Welcome, JohDriver	Logs	
Print M	Multiple Logs	
Open Status Chang	e My Status	
Start Time: 6/13/2		
Change My Status	1	

#### **Change My Status**

Use this page to change your status from Off Duty to On Duty or from On Duty to Off Duty.

SC SERVICES		Help <mark>Sign Out</mark>
eFlootSuite	Change My Status	
HOME HOS SET	TINGS	
		Save Cancel
Status change for John D	Doe on 6/14/2017 CDT	
• indicates a required field	ld.	
Open Status:	ON	
Start Time:	6/13/2017 10:23 AM CDT	
Change My Status To: *	Select Status *	
City: *		
State / Province: *	Select State / Province ·	

### **Conflicts Report**

The Conflicts Report allows you to view and address any conflicts on your logs, such as a missing location or missing odometer. Change the date range of the report by clicking the [...] button next to the date to bring up a calendar. Select a start and end date, then click View. If there are any conflicts, click the date of the conflict to be taken to your log to review and correct the issue.

>Se				HelpSign Out
SERVICES eFleetSuite	Conflicts Report			
HOME HOS	SETTINGS			
Dates: 6/7/2017	s for Doe, John from 6/7/2017 to 6/14/2017			
Driver	Home Terminal	Date	Conflict	
Doe, John	Coralville Terminal	6/7/2017	Missing Location	

Once you are on the Driver Log page, scroll down into the details and locate the event with the conflict. In the example below, the event has a missing location. Click the pencil icon on the left to view the event details. Enter or update any missing or incorrect information, enter a **Reason for Change**, and click **Save**.

	44	Automatic Active	8:45 AM	8:55 AM	Location Pending	3100B835A7E5A300	N/A	N/A	Missing Location	
<b>11</b>										۰.

### **Driver Logs**

The Driver Logs page allows you to view, edit, and certify your logs. Per regulation, logs are available in eFleetSuite for 6 months. Logs older than 6 months will be purged from the system daily.

The Driver Logs page displays your driver, carrier, and terminal information, the graph grid, your resources such as trailers and vehicles, and your log event details.

Use the **Date** selection field or click **Previous Day** or **Next Day** to navigate among your daily logs. If you use the date selection field, click **View** to display your log for the selected date. Click **Print** to generate a PDF file of your log for the day currently displayed. Click **Certify** to certify your log.

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SERVICES										
eFleetSuite		Dr	iver L	ogs						
HOME HOS	SETTINGS	•								
Date: 6/22/2017	< Previou	is Day	Next Da	ay >						
View Logs Print										
Certified										
Record Date: 6/22/2017						Carrier; ISE FS Te	st	Home	Terminal: Corah	alle Termin
Time Zone Offset: UTC-4	05:00					USDOT Number: -			Coral Ct	
24-Hour Starting Time: 1 Certified by: John Doe	2.00 AM					123 Main St. Coralville, IA 5224	1	Suite 1 Coraly	00 ille, IA 52241	
on 7/7/2017 9:49 AM CD	т									
Driver: Doe, John										
Driver ID: jdoe Multiday Basis: 8 Days										
License State: IA	17000									
License Number: 12345 ELD Provider: N/A	91890									
ELD Registration ID: N/A										
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Active Log View Propo	sed					Vehicle IDs / VINs	R	tal Distance I	Driven Today: 3	0 mi (48 km
Active Log View Propo		0 11voov 1	2 3 4	5678	9 10 11	Vehicle IDs / VINs			Driven Today: 3	0 mi (48 km
		0 11xcov 1	2 3 4	5678		3100B835A7E5A300 /			Driven Today: 3	
NO: 1 2 3 4 5 6			2 3 4	5678	1	31008835A7E5A300 / Resources			Driven Today: 3	0 mi (48 km Edit
NO-123456 OFF				5678	, 1111111 1	31008835A7E5A300 / 7 7:55 Resources 3:06 Co-Drivers (IDs)			Driven Today: 3	
NO#1 2 3 4 5 6					, 1999, 1997, 1997, 1998 1994, 1994, 1994, 1994, 1994, 1994, 1994, 1994, 1994, 1994, 1994, 1994, 1994, 1994, 1994, 1994, 1994, 1994, 1994	3100B835A7E5A300 / Resources Co-Drivers (Ds) Smith, Jane (jsmith) Trailers			Driven Today: 3	
NO-123456 OFF						3100B835A7E5A300 /           7:55           Resources           0:29           Smith, Jane (smith)           Trailers           2:28           123			Driven Today: 3	
MODE         1         2         3         4         5         6           OFF         IIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIII						3100B835A7E5A300 /           7:55           Resources           0:09           Co-Drivers (IDs)           0:29           Smith, Jane (jsmith)           Trailers			Driven Today: J	
MODE         1         2         3         4         5         6           OFF         IIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIII						3100B835A7E5A300 /           7:55         Resources           3:00         Co-Drivers (IDs)           0:29         Smith, Jane (jsmith)           123         123			Driven Today: 3	
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If a host user has proposed an edit to your log, you will see the proposed edit in the Log Events section of the page. You can accept or reject it by clicking the green thumbs-up or red thumbs-down icon. You can also click **View Proposed** (above the graph grid) to view the grid as it would be if you accepted the proposed edits.



Any proposed, accepted, or rejected edits to your log can be seen in the event details. If you accept a proposed edit, the original event will be displayed with a status of **Inactive - Changed**. Use the **+** icon to add annotations to a log event if needed.



## **Print Multiple Logs**

Print Multiple Logs allows you to generate a PDF or CSV file which you can then save, print, or email. Select the date range you wish to print, then click **Print** to export a PDF file or **Export** to export a CSV spreadsheet.

SERVICES		Help Sign Out
eFleetSuite	Print Multiple Logs	
HOME HOS SETTINGS		
Dates: 6/7/2017 to 6/14/2017		
Print Export		

#### Settings

Under Settings, User Preferences allows you to set your host preferences or change your

password.

SEC SERVICES PretSuite	User Preferences	Help <mark>Sign Out</mark>
HOME HOS SETTING	S•	
		Save Cancel
Maximum rows per page:	100 •	
Time zone for reports:	Eastern · RAdjust for DST	
Name style for reports:	Name Only •	
Units for distance/odometer:	Miles •	
Change My Password		

Maximum Rows Per Page	This preference limits the number of rows that can be displayed in a table at one time without paging. Choose from 10, 20, 50, or 100.
Time Zone for Reports	This preference sets the time zone to be used for reports that aren't specifically based on the time zone of your driver log.
Name Style for Reports	This preference determines how your name is displayed in the web application and in printed reports. Choose from the following: Name Only - Display your first and last name
	Name with ID* - Display your first and last name followed by your ID
	*If you choose <b>Name with ID</b> , use caution to protect your ID from unauthorized distribution.
Units for Distance/Odometer	This preference sets the units for displaying and entering odometer readings and for displaying distance traveled. Choose from miles or kilometers.

Change My	This button allows you to change your password. You will need to know
Password	your current password in order to change it. Contact your administrator to
	have your password reset if you do not know your current password.