About Hours of Service

Hours of Service (HOS) produces electronic driver logs that are fully compliant with Hours of Service regulations. When you request to see a driver's logs, you can expect the driver to hand you a portable display unit and this quick reference card. You can view log data in a graph or detailed view.

Note: Drivers are responsible for verifying the accuracy of the logs. Drivers cannot edit driving time on their electronic logs!

Header Line Information

- The top line that displays the driver's name is always visible.
- A dot preceding the name indicates the driver's current status:
  - 🟢 - a bright green dot indicates the active driver.
  - 🟢 - a dull green dot indicates the inactive driver.

- To view a team driver's status, tap the drop-down list and select a different name.
- The date is the DOT Day. Example: You see the prior calendar date if the driver's start time is 6 AM and it is currently 3 AM.
- The DOT clock displays the lesser of the times remaining on the 11-Hour, 14-Hour, and 60-Hour or 70-Hour clocks.
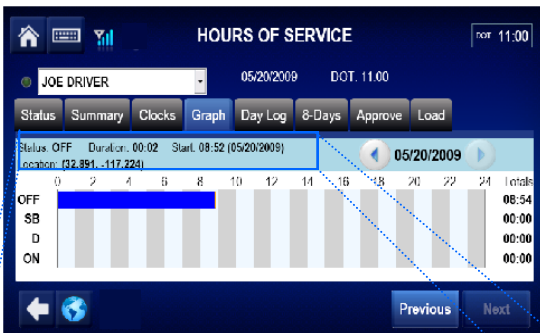
⚠ **WARNING**

Driver - Do not use while vehicle is in motion.

Use of display unit while driving will cause distraction and loss of vehicle control which may lead to serious injury or death.

Logs Viewed as a Graph

The **Graph** tab visually depicts the duration of each driver activity over the past 24 hours.

Tap a bar to see details about that activity.

Status: **OFF**   Duration: **00:02**   Start: **08:52 (05/20/2009)**
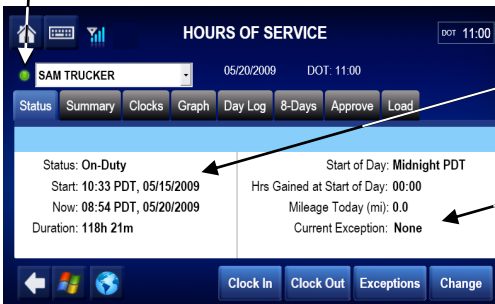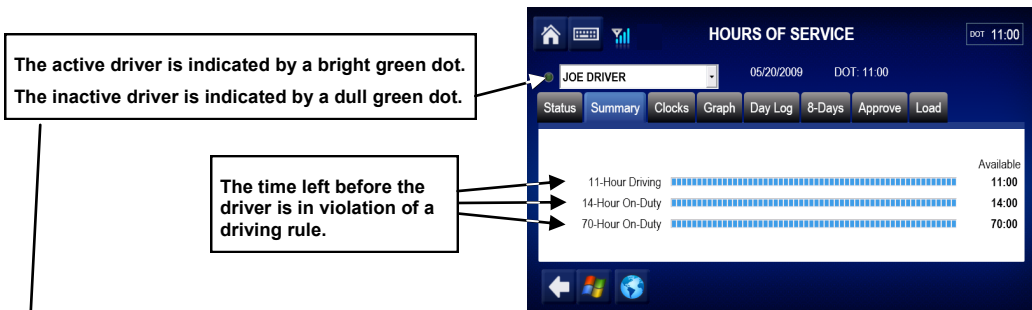Location: **(32.891, -117.224)**

Tap the arrow button to see prior day's data in the most recent duty cycle.

A red bar indicates that the duty status occurred during a system or sensor failure. The driver is instructed to keep paper logs during these periods.

Summary and Status Tabs

The **Summary** tab shows the time remaining before the driver is in violation of each Hours of Service rule. **Status** shows other important driver information.
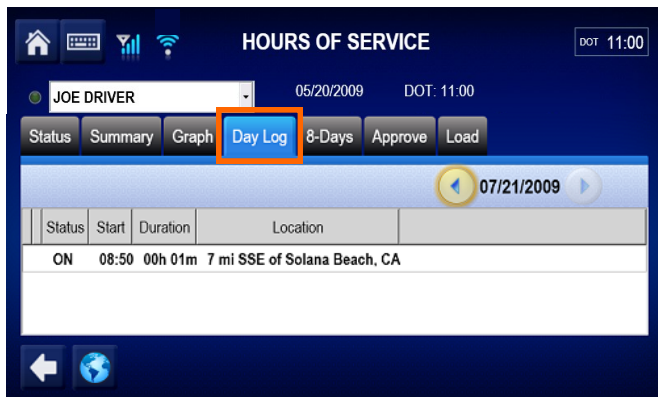
The active driver is indicated by a bright green dot.
The inactive driver is indicated by a dull green dot.

The time left before the driver is in violation of a driving rule.

The driver's current status, the time it started, and how long the driver has been in this status.

The driver's start of day and today's mileage.

Load tab shows recent load information, and you can enter new load details. You can also see your home terminal address.

SHAW TRACKING
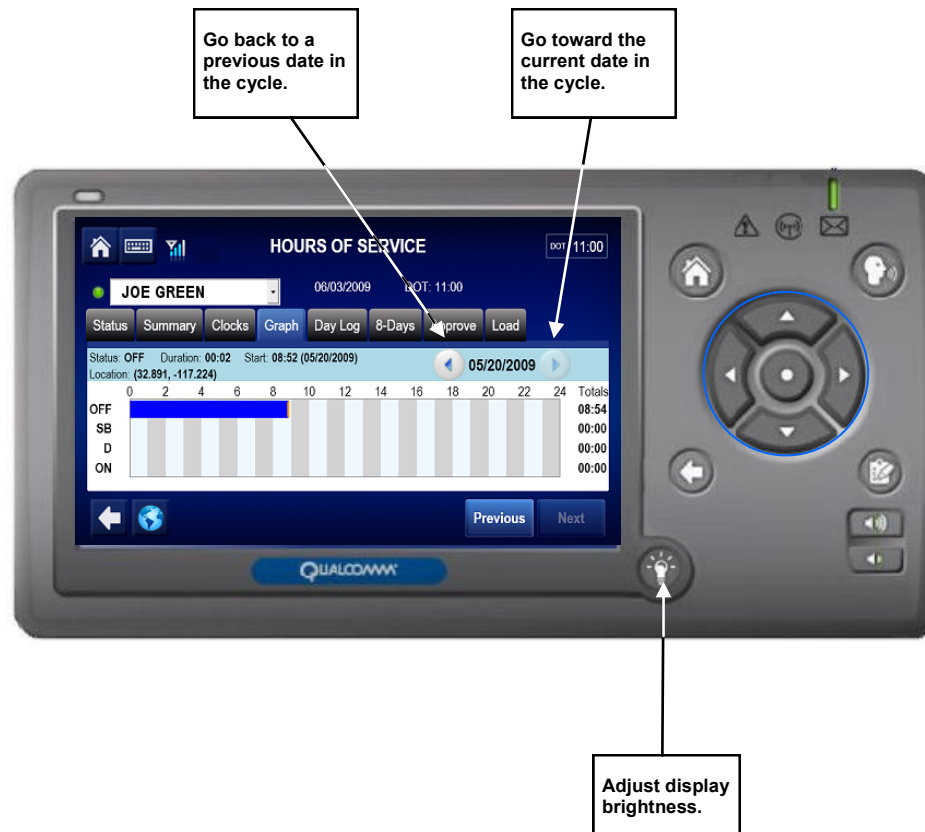
Day Log Details

The **Day Log** tab lists the driver's activities over the past 24 hours. Tap the arrow buttons to navigate through the records.
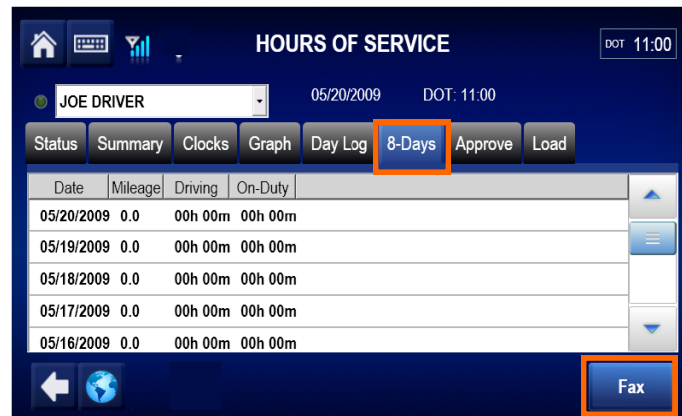

- All start times reflect the time zone of the driver's home terminal.
- ✔ - indicates the record has been approved by the driver.
- ❗ - indicates there was a system or sensor failure at the time of this record. Drivers are instructed to keep paper logs in the event of such a failure. Upon notification that the problem is resolved, the driver is instructed to return to using Hours of Service.

Go back to a previous date in the cycle.

Go toward the current date in the cycle.

Adjust display brightness.

8-Days (7-Days) Driving and On Duty Totals

This tab shows the total miles driven and the total driving and on-duty time for each day in the most recent duty cycle.

Request Logs as a Hard Copy

If you prefer a hard copy of the driver's logs, you can request that the logs be faxed to your office. Provide the driver with your fax number and a name to enter in the **Attention** field.

| ⚠ WARNING | **Driver - Do not use while vehicle is in motion.** Use of display unit while driving will cause distraction and loss of vehicle control which may lead to serious injury or death. |