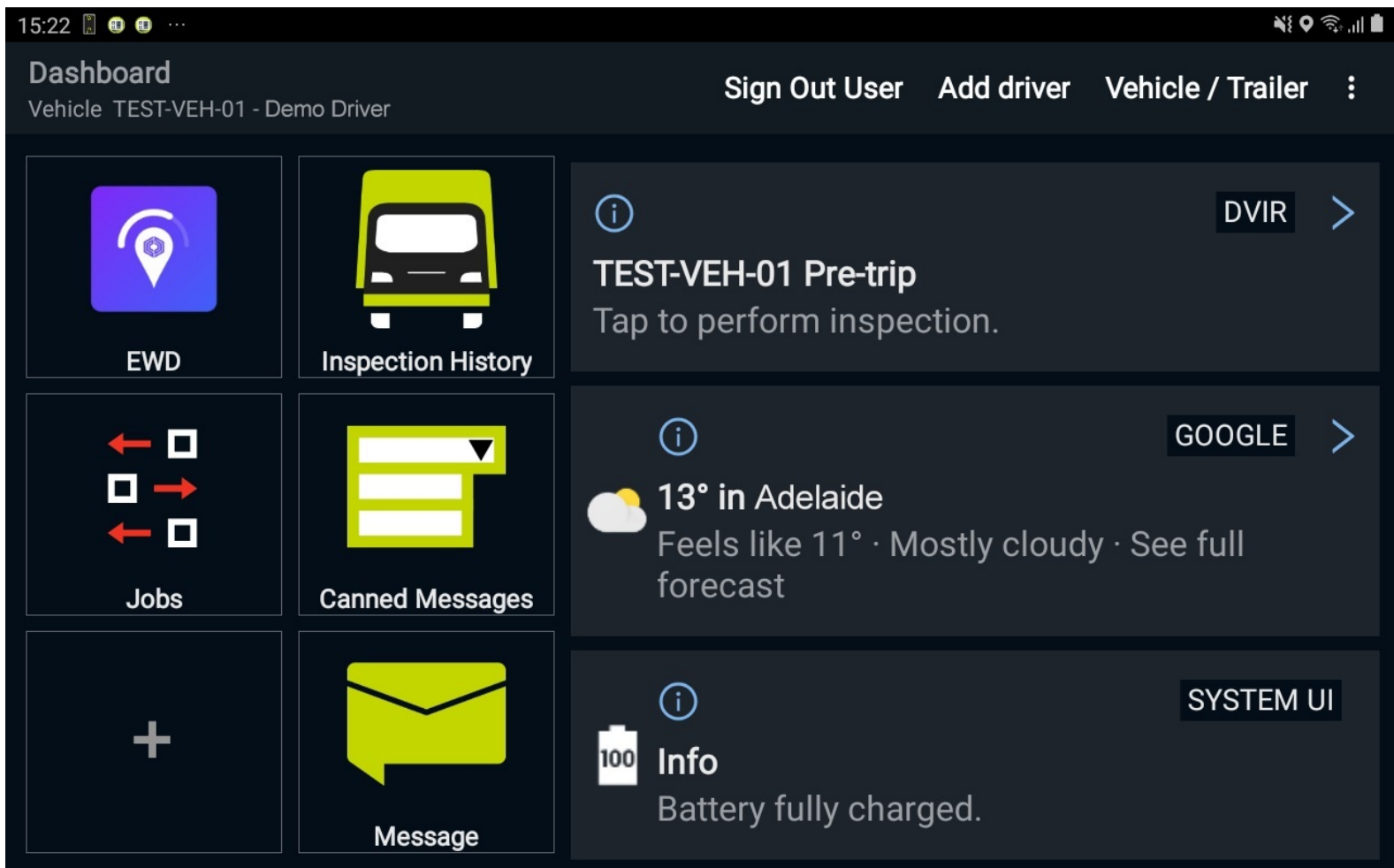




# Drive Operator's Guide

Drive is in-cab tablet-based telematics software from EROAD, reading vehicle and driver data to assist in compliance tasks and driver safety. (AUS)

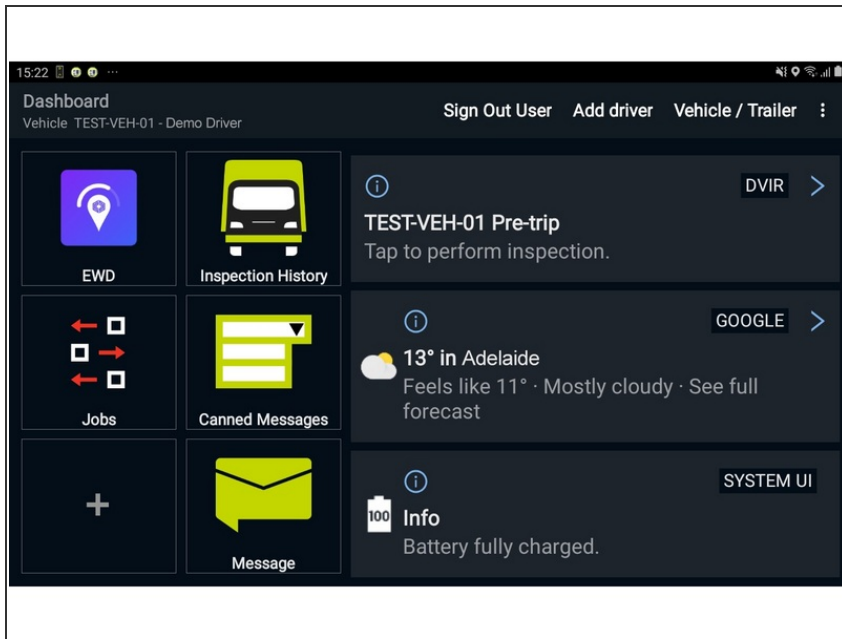
Written By: Dave Horn



## INTRODUCTION

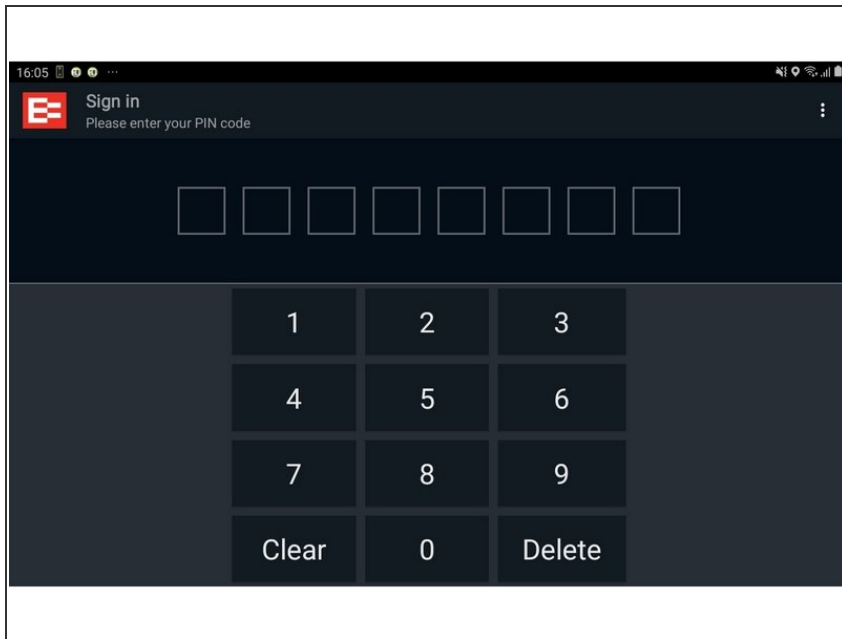
Welcome to Drive, your telematics solution for transport, civils and construction vehicles from EROAD. Drive is both an app to handle GPS and vehicle data from your In-vehicle Management System (IVMS), and a portal to several other apps used for logging time, navigation, jobs and comms.

## Step 1 — Introduction



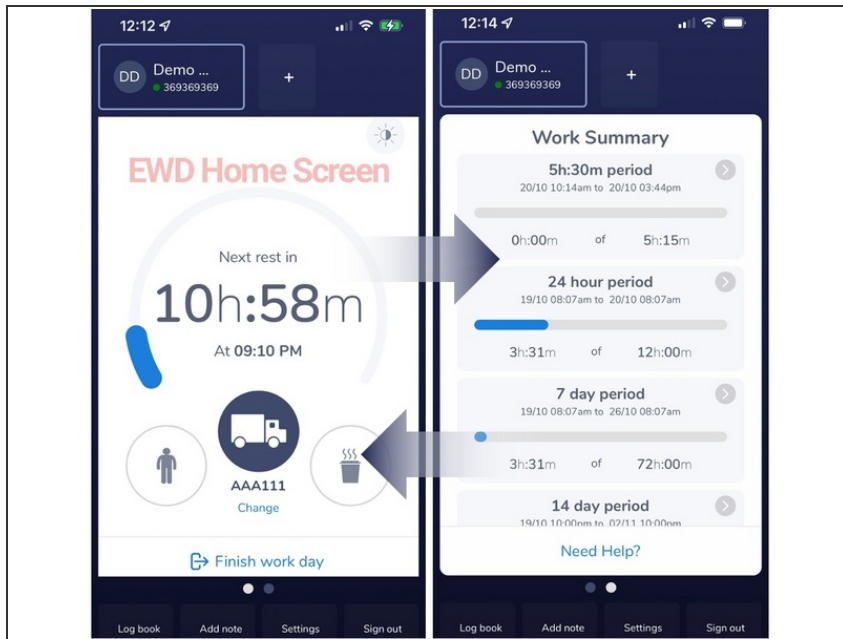
- Drive is tablet-based software that takes information from EROAD In-Vehicle Management Systems (IVMS), and transmits operator-facing info to the tablet.
- This information comes from various measurements from around the vehicle and passed through IVMS devices such as the CoreHub unit, or the reefer-based CoreHub Xtreme.
- Drive is also a handy portal to several handy driver aids for compliance and safety. For example:
  - **Electronic Work Diary (EWD):** Fatigue management logbook.
  - **Co-Pilot (optional):** turn-by-turn navigation.
  - **Vehicle inspections** (pre and post-trip).
  - **Jobs:** Scheduling, accepting and receipting deliveries.

## Step 2 — Startup & Login



- **Pre-requisites:**
  - Driver PIN and/or password, vehicle and/or trailer details.
- **Start your vehicle and the tablet.** Drive should automatically load and run. If it doesn't, navigate to Drive on your homescreen and tap it.
- **Enter your driver ID and/or PIN.** Drive will open to the main screen.
- **Select a vehicle.** This could already be locked to the truck, depending on your device. If not, selected one from the list, or manually enter a vehicle ID.
- **(Optional) Select a trailer.** This could already be locked to the truck, depending on your device. If not, selected one from the list, or manually enter a vehicle ID.
- At this stage you may be prompted to finish any incomplete vehicle inspections. If not, EWD should start for you to enter your work diary details.

## Step 3 — EWD Quickstart



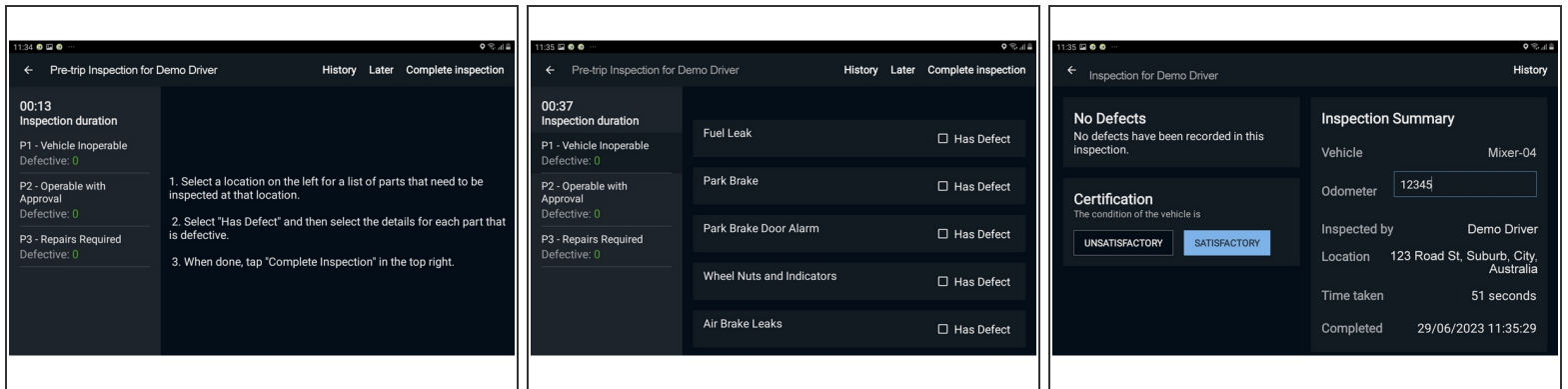
- Electronic Work Diary (EWD) either replaces - or can be run alongside - a written work diary (WWD). While EWD has its own full operating manual, regular operation uses a handful of steps.
- If it hasn't already started automatically, tap EWD from the Dashboard. EWD opens, signs you in. Tap **START WORK**.

**⚠️** The screen may show a dial, still counting time from a previous day. Skip to **Certify Logs** below, then come back to this step.

- **Start an Activity.** Select your starting status (Drive, On duty, Rest). Some fields are auto-populated. Enter your vehicle ID and odo, and if any of the bottom tags are incorrect, tap **+Add Note**, and document it. Tap **START**. The Home Screen appears, counting time against your status.
- The Home Screen's 4 common operational features are: **Status change** (Person = On duty; Truck = Drive; Cup = Rest), Swipe Left for **Work Summary**, **Logbook** for your record of duty status (RODS) report, and **Finish work day**. Most EWD operation is changing your status, showing you are compliant in managing your levels of fatigue.

- **Certify Logs** : When you're done for the day, tap **Finish work day**. The Finishing Work Day screen opens. Check and update details if necessary.
- Tap **Next**. The RODS screen appears. Review your details. For the most part, you'll tap **Certify Now**, enter your PIN, then tap **Certify**. If a detail needs editing, tap the 3-dots icon top-right > **Edit Logbook**, and add a change. A note needs to accompany any change.
- **Sign out**. This ensures the next driver doesn't alter your records, and closes your work day off. We recommend you Sign off from Drive: this gives you a chance to address any messages pending beforehand.

## Step 4 — DVIR (Pre-trip Inspection)



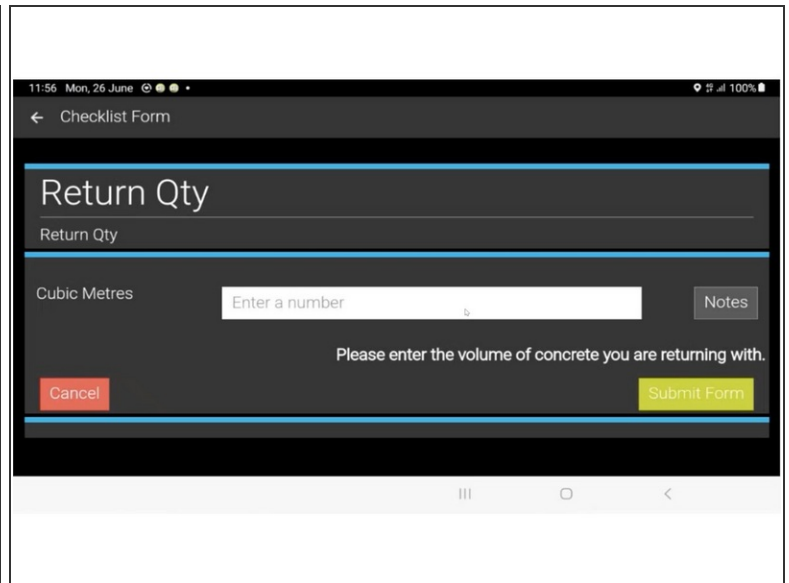
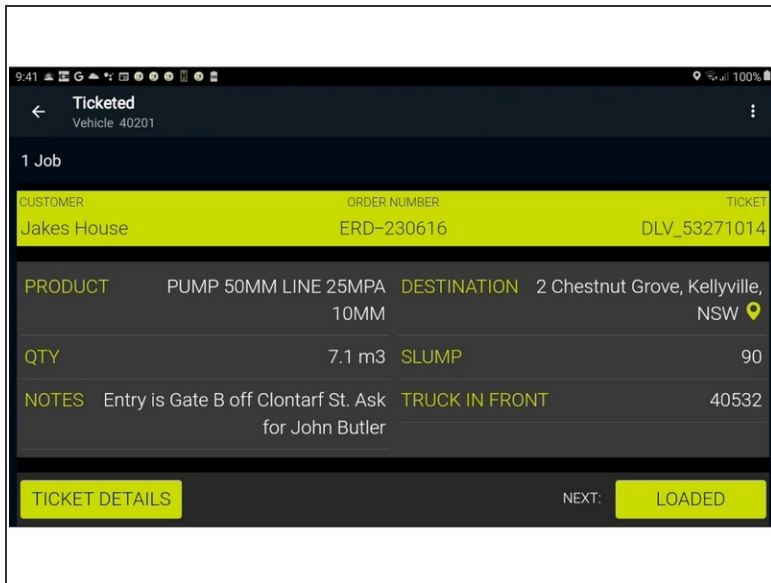
- A Driver Vehicle Inspection Report (DVIR) is a requirement for heavy vehicles. You can start an inspection from the dashboard, by tapping **Inspection History**, then **Perform Inspection**.

- Choose from one of the inspection types offered.

**⚠ Vehicles marked with a major defect may need to be re-investigated and/or repaired before the vehicle can be used legally on public roads, with insurance coverage and standard driver protections.**

- Completing the inspection returns you to the Drive homescreen.

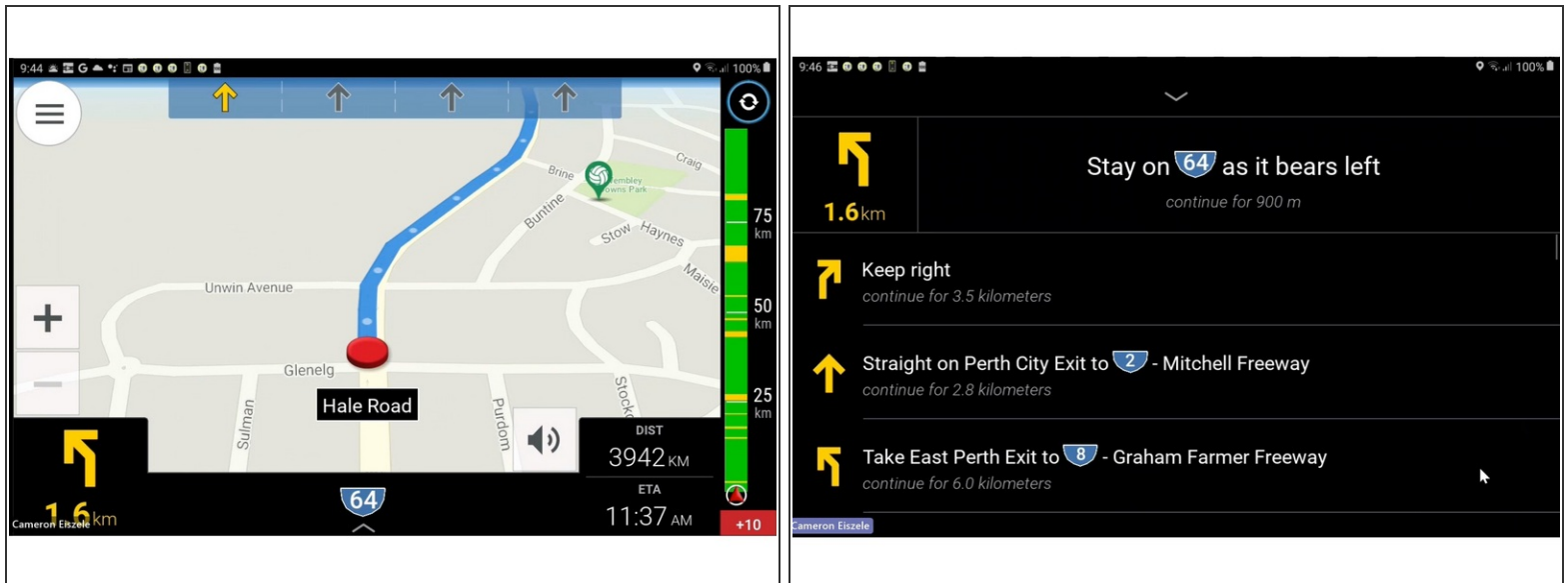
## Step 5 — Jobs (Construction, Civils)



- The Jobs app lists - and allows limited management of - assigned tasks. The job queue is listed in order-of-execution. Commonly, one or two jobs are listed per day.
- From the Drive Dashboard, tap **Jobs**. The Job list opens.
- Important details are listed for the job in progress.
  - **To navigate to the destination, click the destination location.** Co-Pilot navigation will display a map and route info, and begin turn-by-turn navigation as you drive.
  - To get more details on the job, tap **TICKET DETAILS**. The specs open for reading/scrolling. To return to the Jobs section, tap < **Checklist Form**, or the Return button on your tablet.
  - The CURRENT Job stage is listed at the top left of the screen; NEXT status is bottom-right. Statuses should auto-trigger, but sometimes a manual tap may be necessary - for example, when entering a return quantity of concrete, or if the vehicle is on-job, but it hasn't registered as such.
- ⓘ Different customers will have different experiences in these statuses, depending on the company's configuration.
  - If concrete mixers are discharged with returns, tap Discharged with returns and estimate how much cement is still on board.

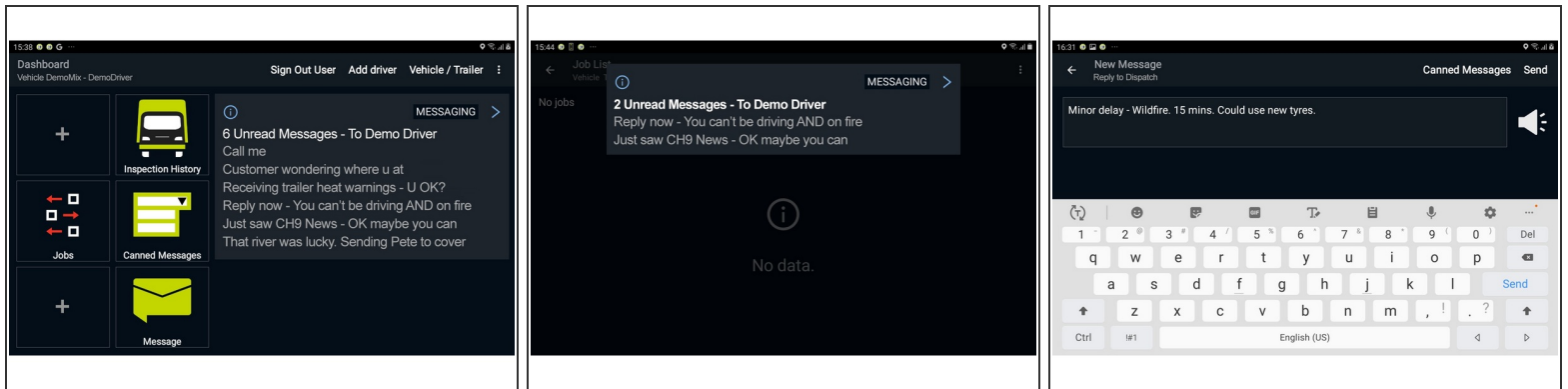


## Step 6 — Using CoPilot



- CoPilot provides turn-by-turn navigation from your current location to a destination. CoPilot is commonly accessed through a Jobs ticket by tapping the destination.
- The blue line shows the best route to follow. The arrows above indicate best lane selection. +/- zooms the view. The low black section shows remaining distance until turn, current road ID, remaining distance and estimated time of arrival.
- The rightmost Traffic bar indicates congestion levels along the plotted route, or for long routes, only the next 100 km. Green: good traffic flow. Yellow: some congestion. Red: Severe congestion.
- The Main menu button (top left) accesses several search, route planning, presentation and account options. Of note, the Safety view hides the map, listing only the directions.

## Step 7 — Messaging



- Messaging comes in two forms: Canned Messages provide easy, fast responses to queries; Messaging allows longer form responses. Messages may be spoken aloud if inconvenient to read.

**⚠️ Messaging is disabled while the vehicle is moving.**

- Received messages appear in the Drive dashboard. Messages from the same source are grouped. If you're not in the Dashboard window, new messages may appear as a pop-up, but will still be listed in the Dashboard.
- **To read a message**: tap the message or message group. It will expand into its own window for playback or replies.
- **To reply to a message**: tap **Reply**. The New Message screen opens for you to type a message:
  - Enter a new message using the keyboard. OR...
  - Select **Canned Messages** to pick a pre-written reply.
- When finished, tap **Send**.