EROADELD **Go Live** Checklist

Ready. Set. Go live with your ELD.

With this checklist, you can feel confident that you've checked all the necessary steps to get your fleet ready for the ELD compliance date and beyond.





Check out EROAD's Installation Manual for step by step instructions and tips.

Please review the **EROAD Installation Guide**

- Run the Install Wizard and confirm the ELD has proper connection to the ECM.
 Installed using the correct wiring cable compatible with your vehicles.
- Ensure there are no data diagnostics or malfunctions appearing on the device.



Are your drivers ready?

Check out our quick and helpful ELD Setup & Training materials, such as training videos, webinars and presentations, tailored to support drivers get up and running on ELDs.

Go to the <u>Setup & Training</u> section on EROAD Help Site for more info.

- Set up and provide drivers with individual log in details.
 - Go to the <u>Driver Profile</u> section on EROAD Help Site for more info.
- Train drivers on how to use an ELD and carry out roadside inspections.
 - Go to the <u>ELD training videos</u> on EROAD Help Site for more info.
- Provide drivers with four in-cab materials:
 - 1. EROAD ELD User Manual
 - 2. Roadside Inspections Visor Card
 - 3. Malfunctions Visor Card
 - Blank paper logs for drivers to use (at least 8 days in case the ELD malfunctions)



Are your support users ready?

Check out our rich library of helpful information around the ELD system for your support users.

- Set up and assign suitable access level to your support users.
 - Go to the <u>Roles and Permissions</u> section on EROAD Help Site for more info.
- Train support users on how to manage driver logs on the Depot system.
 - Go to the <u>Overview</u> section on EROAD Help Site for more info.
- Train support users on how to manage unidentified driving trips.
 - Go to the <u>Unidentified Driver Trips</u> section on EROAD Help Site for more info.
- Train support users on the reports available for managing drivers HOS compliance.
 - Go to the <u>HOS Violations Report</u> section on EROAD Help Site for more info.
- Provide frequently asked ELD questions and answers to your support users .

 Please review the EROAD ELD

Please review the <u>EROAD ELD</u> <u>Customer - Frequently Asked</u> <u>Questions</u>



Do you have troubleshooting procedures in place?

Helpful tip: Plan ahead and be ready!

- Let your drivers know who to contact if they encounter an issue on the ELD.
 - Please review the
 - EROAD Driver Training Resolving

 <u>Data Issues and Malfunctions</u>
- Outline a clear process for the support users to help trouble shoot issues with the FLD



Have you updated your company policies to outline the expectations around ELDs?

Helpful tip: Be strategic and customize to suit your operations!

- Ensure everyone understands your official ELD Go Live date.
- Communicate and document your expectations for using ELDs as part of your operation.