

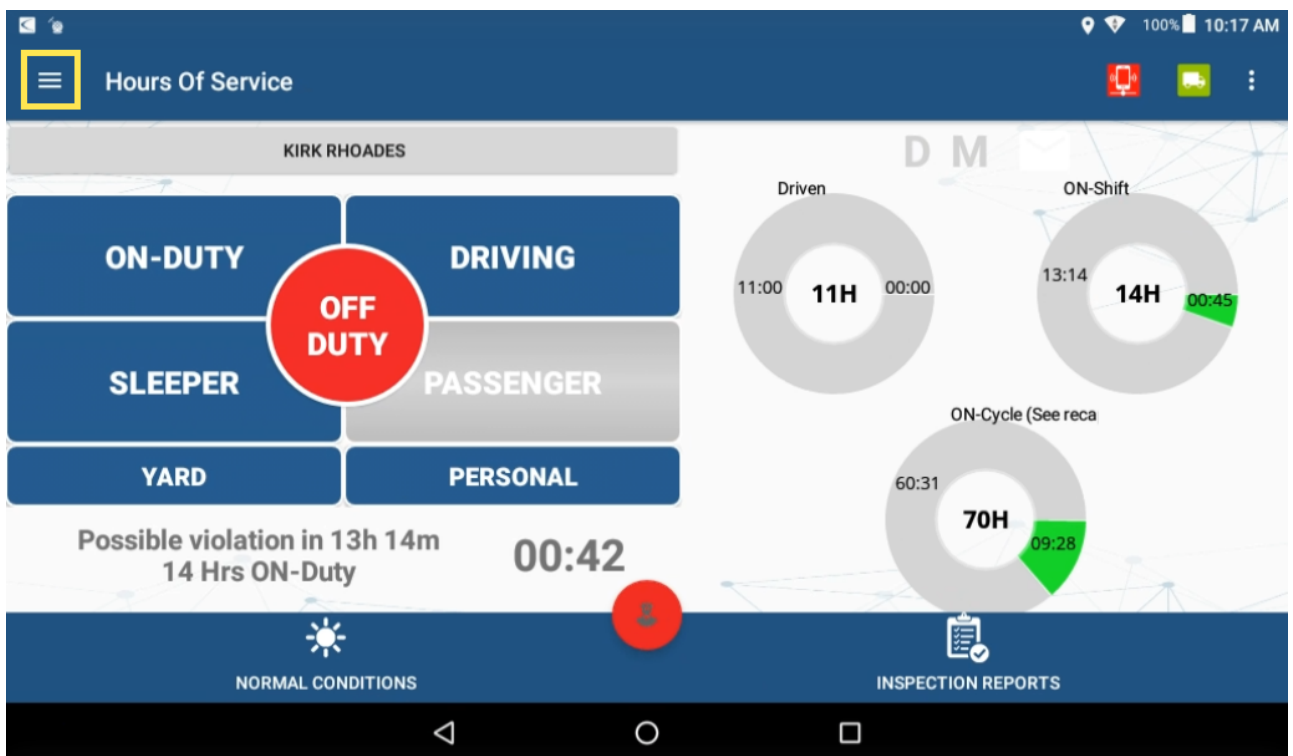
From the tablet, you can add, edit, delete, certify, and view driver logs from the Logbook.

Adding, Deleting and Editing Logs

Getting to the Logbook

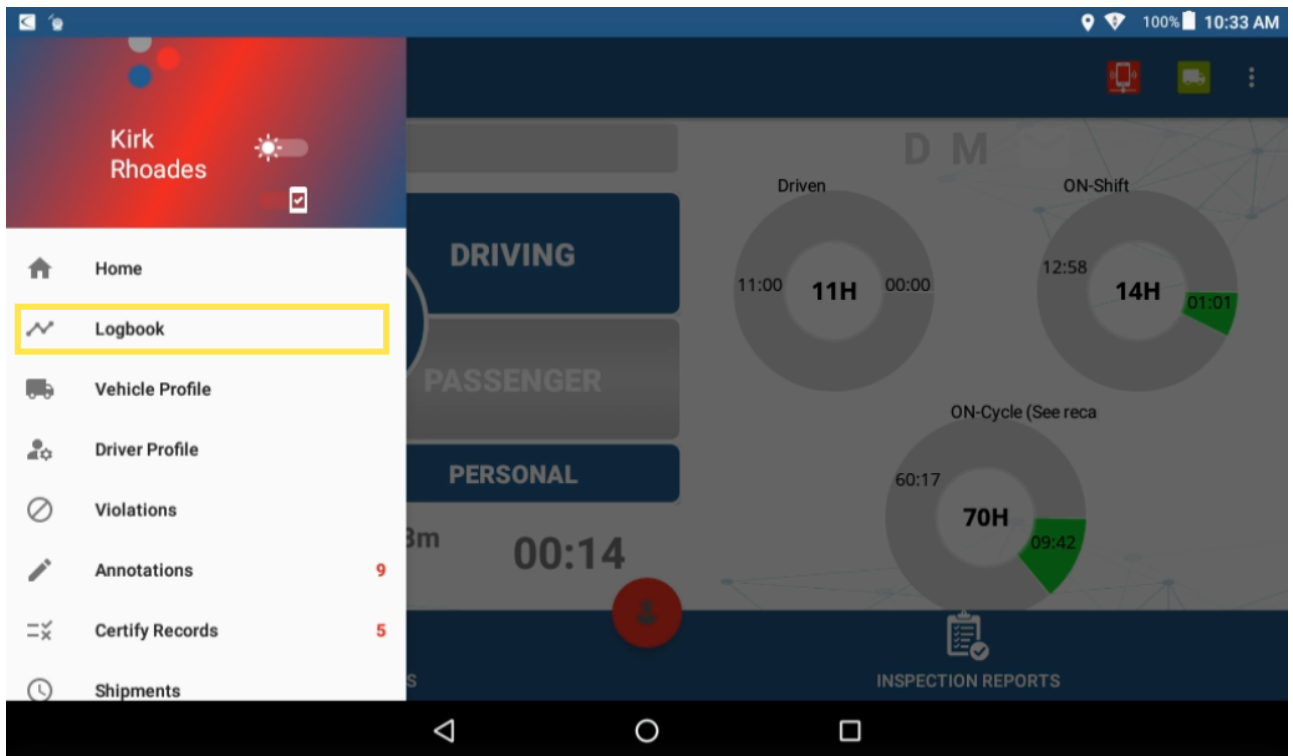
► Navigating to the Logbook:

1. From the Home Screen, tap the Menu List icon.



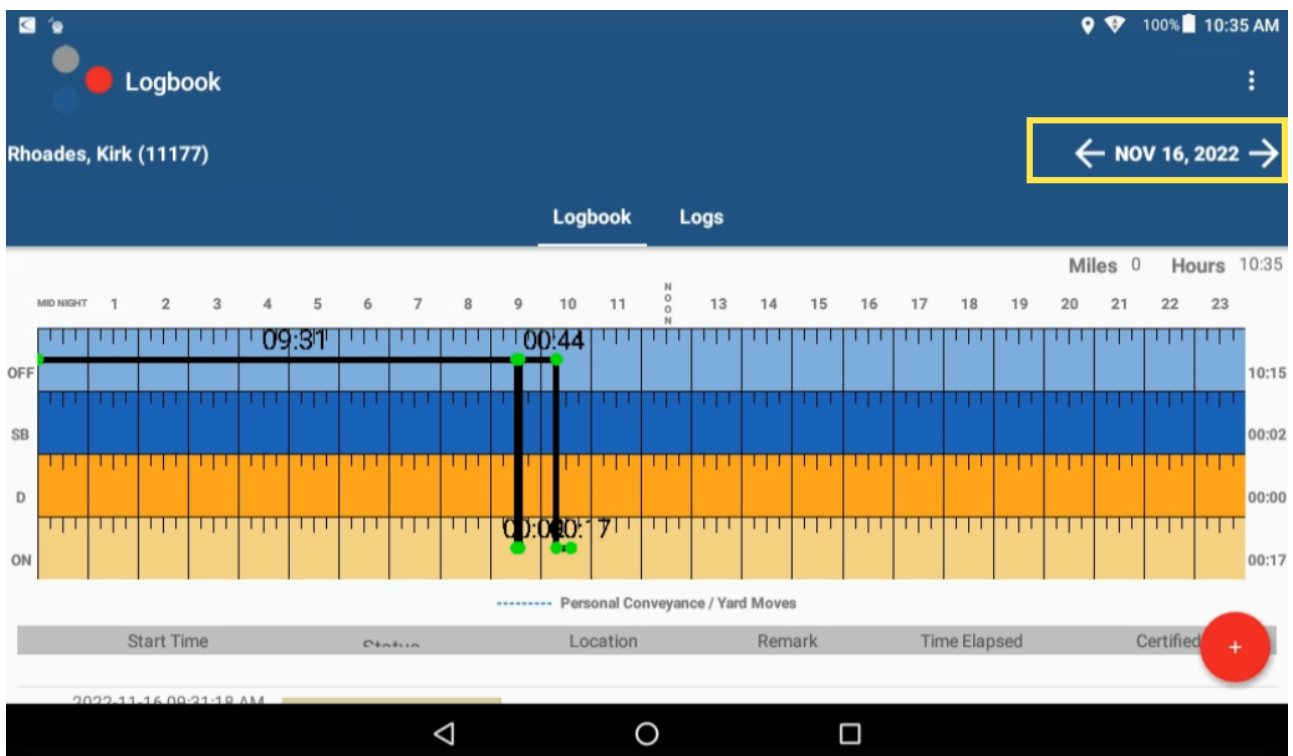
The Menu List expands.

2. Tap **Logbook**.



The Logbook opens to the log from the current date.

3. Use the back and forward arrows around the date to navigate to the logbook for the day you would like to view and/or edit.



4. Tap the + icon (bottom right corner of screen) to expand the action buttons.
5. Use applicable action buttons to make necessary changes then tap **Save & Finish**.

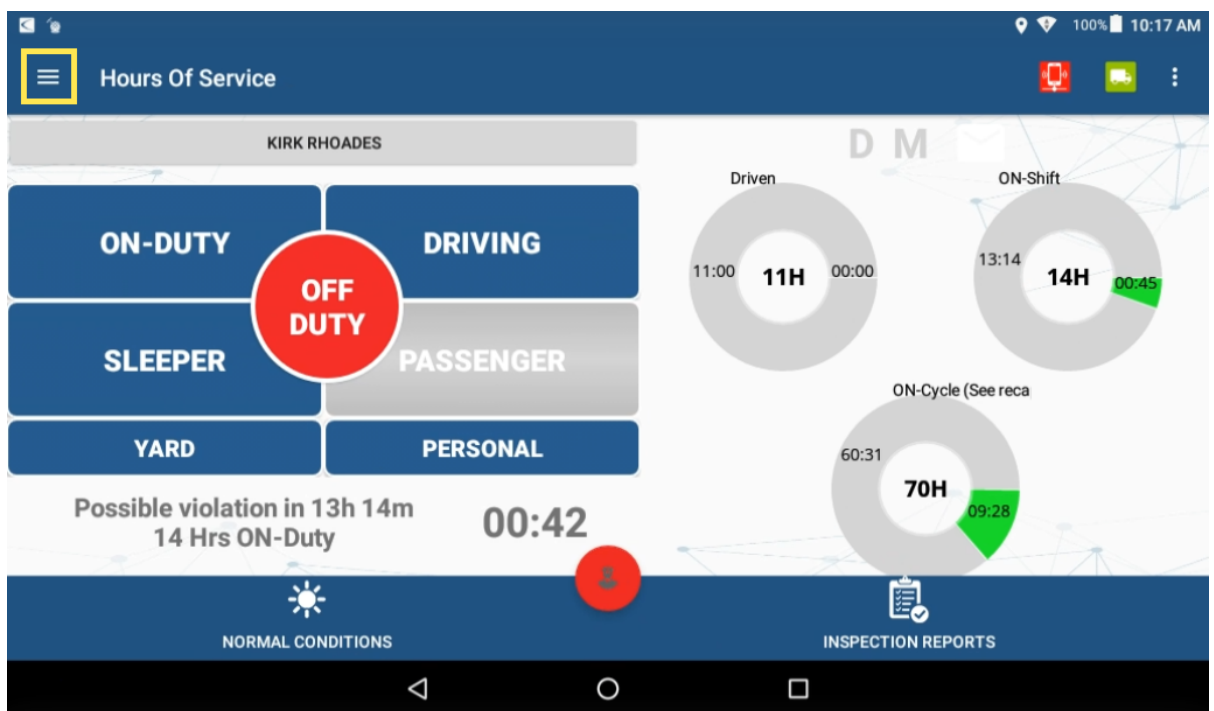


Note. Driving time can only be increased on automatically recorded records and deleted, reduced or increased on manually recorded records.

Getting to Logs

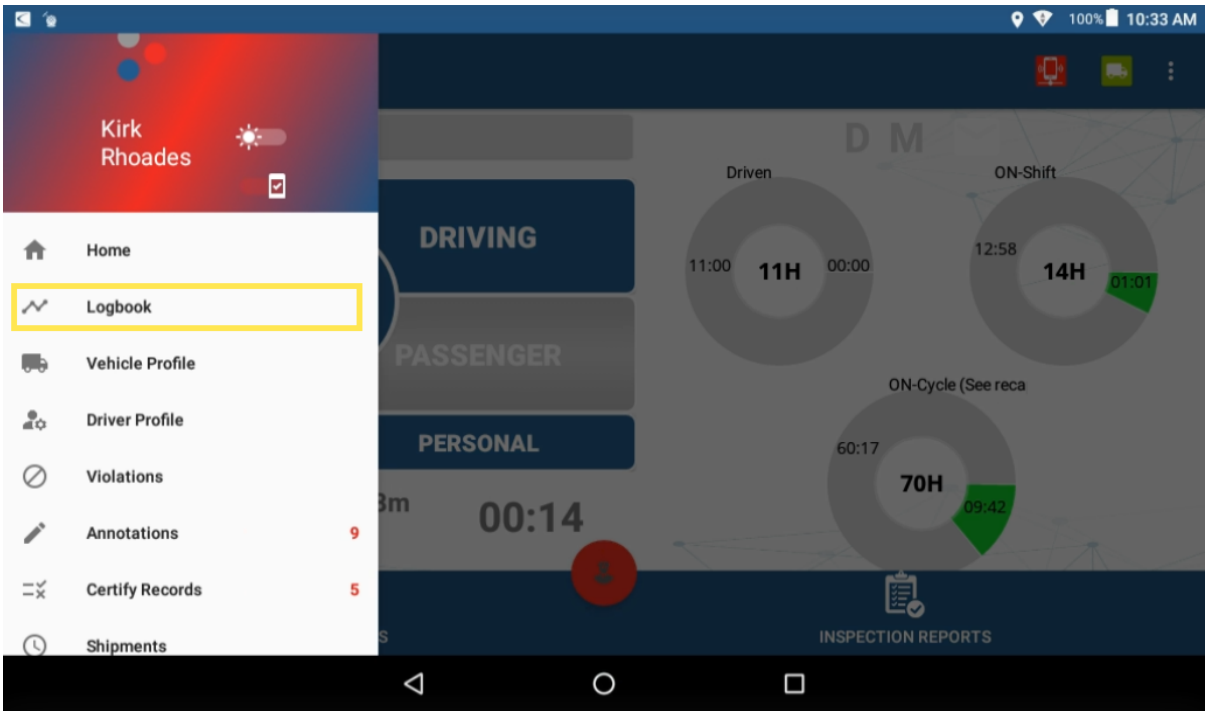
► Navigating to Logs:

1. From the Home Screen, tap the Menu List icon.



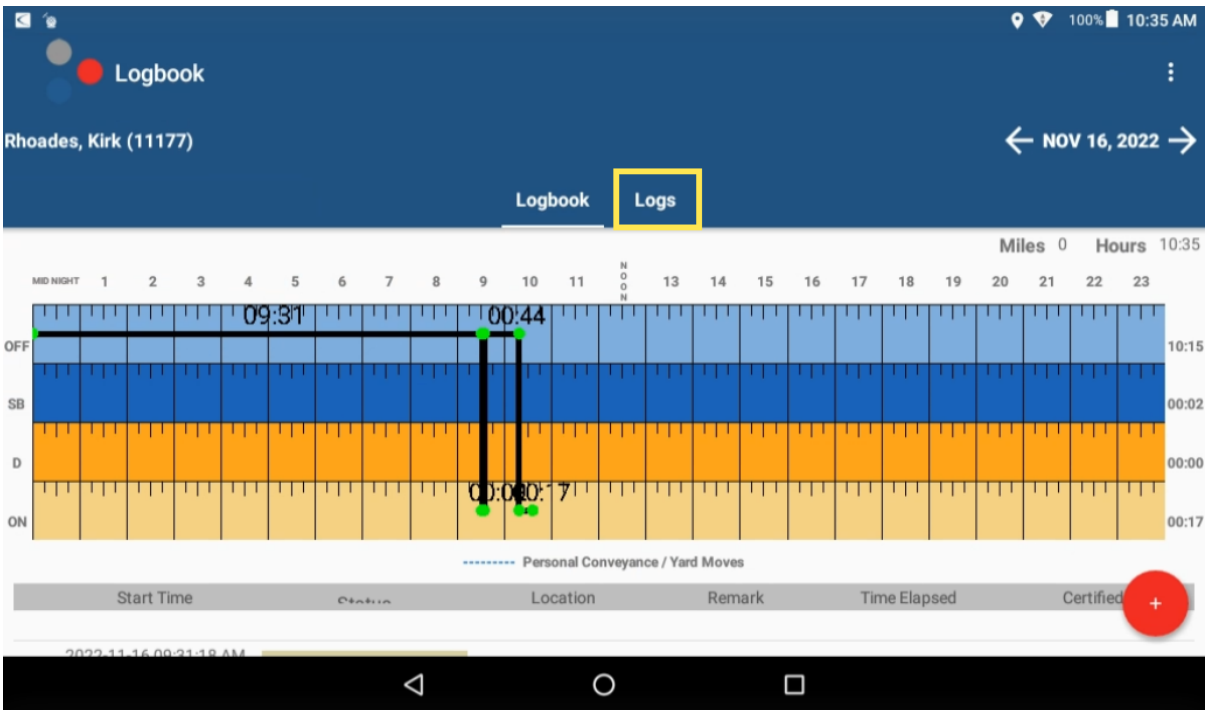
The Menu List expands.

2. Tap **Logbook**.



The Logbook opens to the log from the current date.

3. Tap **Logs** to view a list of log records.



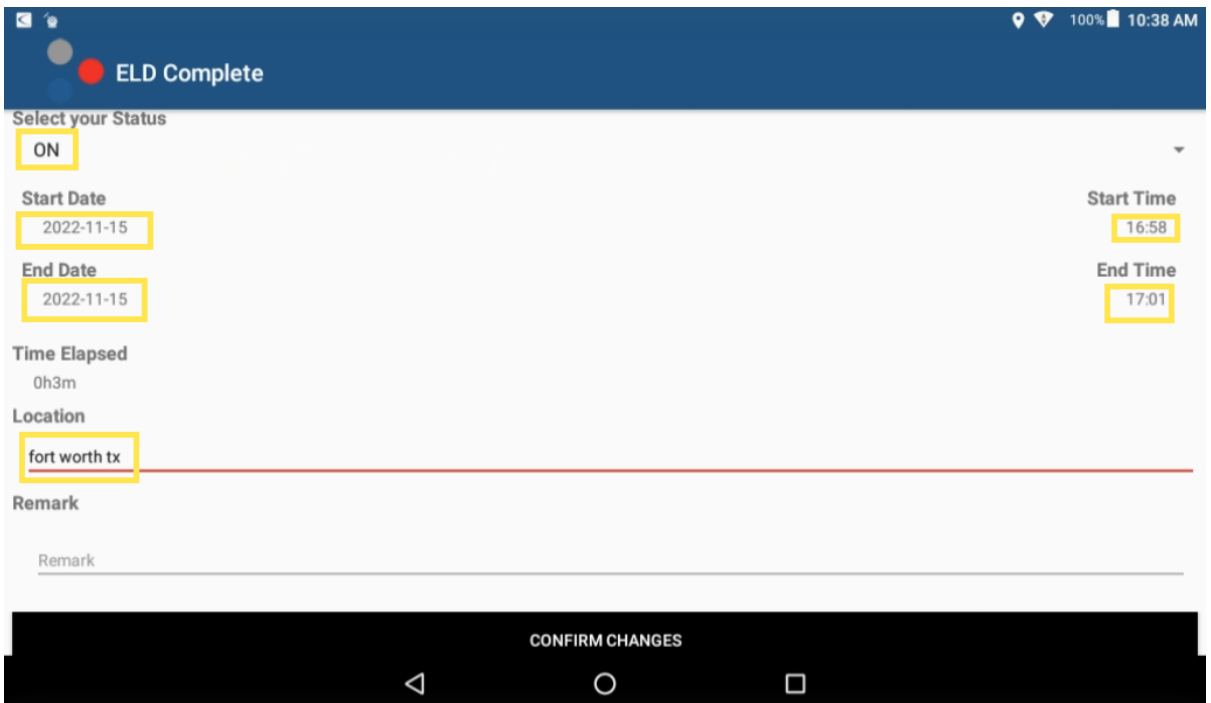
4. Use the editing icons for the date you would like to edit or to add a new log tap +.

Managing Driver Logs

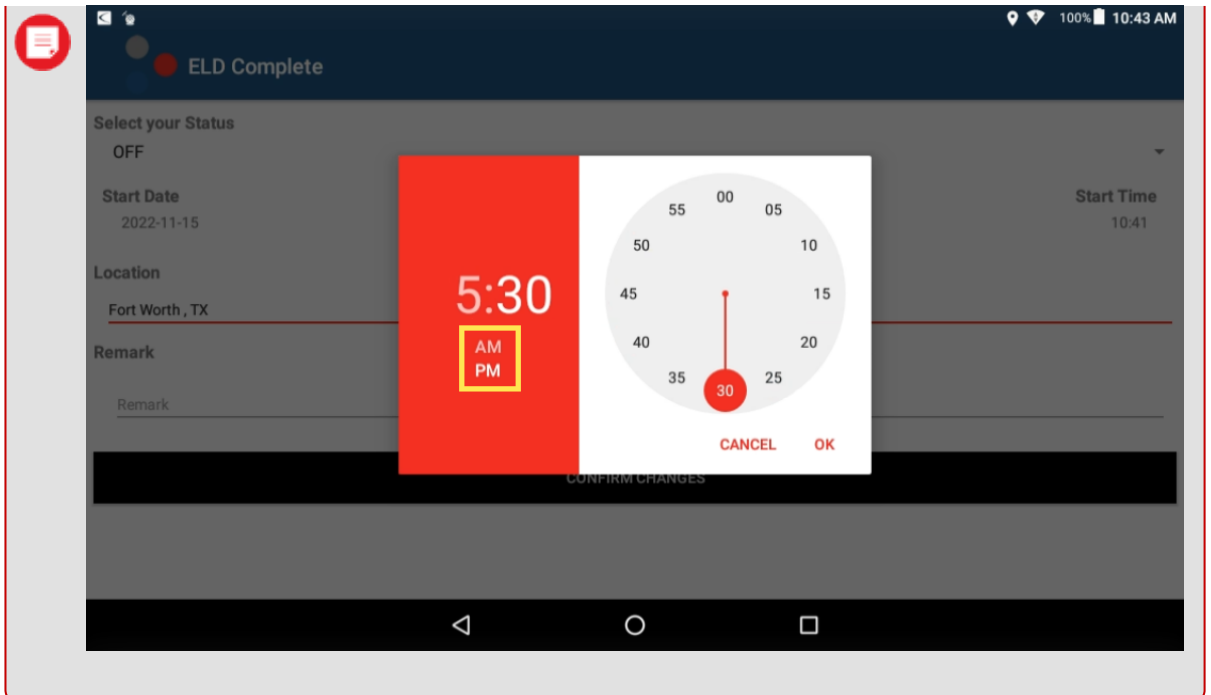
Link: <https://help.wextelematics.com/docs/eld-complete-driver-reference-guide/managing-driver-logs/> Last Updated: November 17th, 2022



5. Make the necessary changes, tap on the log status, start/end dates, start/end times, and location to make your changes.



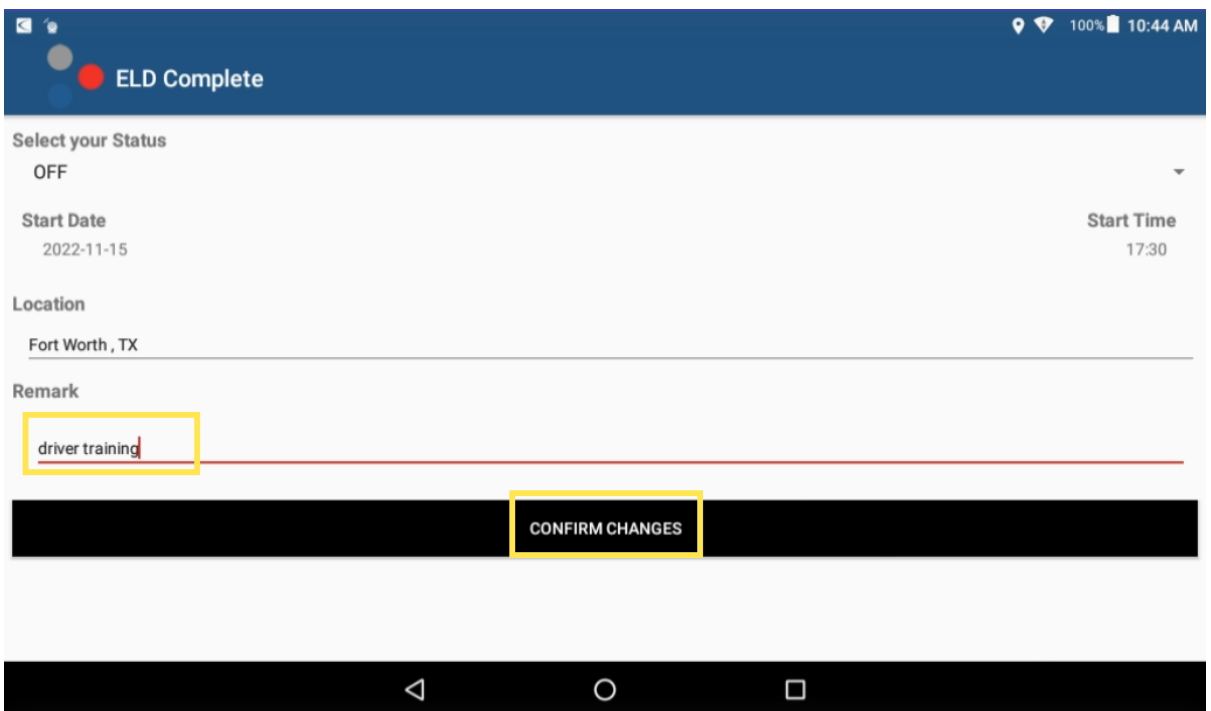
Note. When adjusting times, please select the hour/minute and ensure that you indicate AM or PM.

A screenshot of the ELD Complete mobile application interface. The background shows a form with fields for 'Select your Status' (OFF), 'Start Date' (2022-11-15), 'Location' (Fort Worth, TX), and 'Remark'. A modal is open in the center, displaying a large red box with the time '5:30' and a yellow box with 'AM' and 'PM' options. To the right of the red box is a circular clock face with a red dot at 30 minutes. Below the clock are 'CANCEL' and 'OK' buttons. The top status bar shows 100% battery and 10:43 AM. The bottom navigation bar has three icons: a back arrow, a circle, and a square.

6. Enter a remark explaining the reason of the change (mandatory) and then tap **Confirm Changes**.



Note. If you have accidentally recorded driving time, add the following remark: “System or User Error” to the status to avoid having the driving time counted against the Driving windows for the day.

A screenshot of the ELD Complete mobile application interface. The background shows the same form as the previous screenshot, but the 'Remark' field now contains the text 'driver training'. A yellow box highlights the 'CONFIRM CHANGES' button at the bottom of the form. The top status bar shows 100% battery and 10:44 AM. The bottom navigation bar has three icons: a back arrow, a circle, and a square.

Note. Daily ON-DUTY, cycle ON-DUTY and possible violations will be calculated



according to the new record change.

Certifying Records

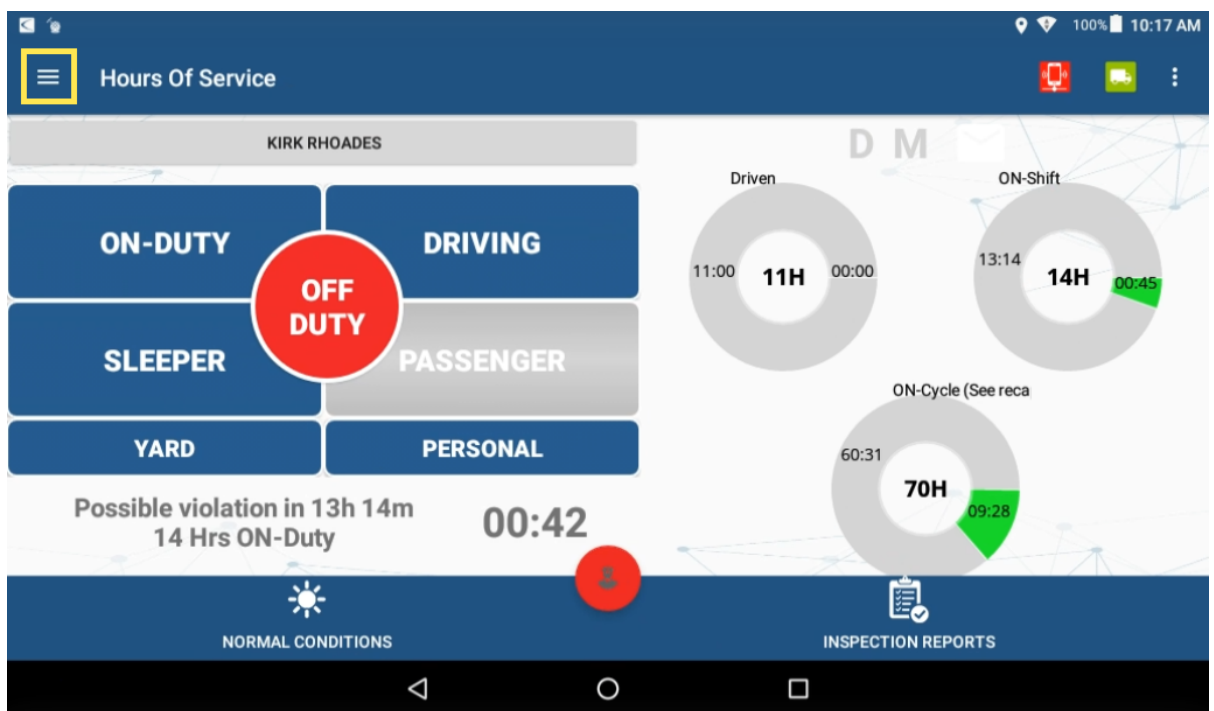
You can certify logs from the tablet.

Certifying Logs

You can certify your logs at any time. At the end of each 24-hour period, the tablet automatically prompts the driver to certify logs for the last 24 hours period. Additionally, during login and logout, the driver is prompted to certify logs.

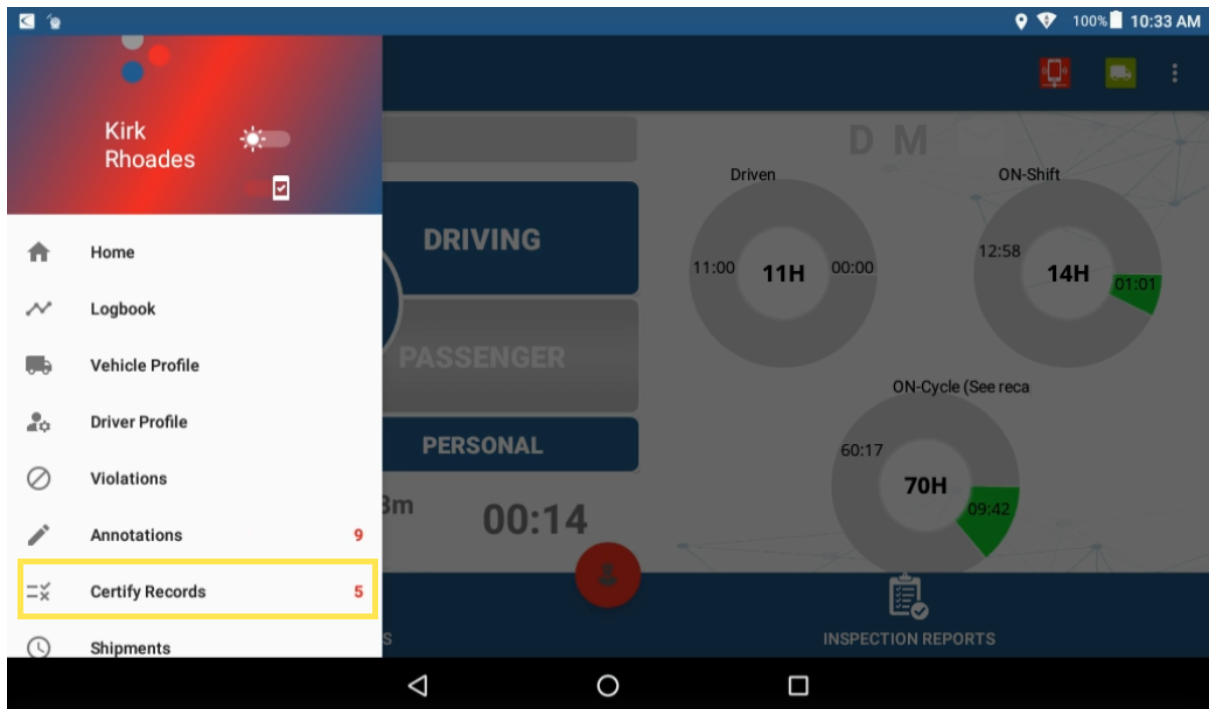
► How to certify logs:

1. From the Home Screen, tap the Menu List icon.



The Menu List expands.

2. Tap **Certify Records**.



3. Select the day or days you would like to certify.
4. Select the 24-hour period you want to certify then tap **CERTIFY**.
5. Agree to the statement prompt.

The log is certified.