Fleet Manager Tools

Fleet Manager can edit Events that were created by the driver manually.

Set of Tools

Edit - this tool allows to change the main statuses of an event.

Unassigned - tool that enables to unassign an event from the current driver.

Assign - tool that allows to assign an event from the truck (unidentified) to one of the drivers in that company.

Restore Event - this tool gives a chance to activate/get back the event that was deleted by the driver.

Edit Tool

This tool allows a fleet manager to change the event status, start date and time, add or edit trailer number, truck location and comments. In order to get to these tools you need to go to the Driver profile and open HOS. Next to the needed event you will see the pencil icon. You will only be able to edit an event, if it is added manually.

Edit Event

Event Type:

Personal use and yard move ▾

Event Code:

PC/Yard Moves ▾

Event Time (US/Central): *

13:04 21-Jan-2020

Trailers: ➕

Add Shipping Number *

Add Shipping Number...

Location Description:

City, state/provinces

Comment: *

Yard move

Save   Close

Unassigned Tools

This tool allows to unassign the selected event from HOS of the driver. In order to get to this tool you have to go to the Driver profile and open HOS. Next to the needed event you will see the cross icon ✖ .

Unassign Events

	Duty Status	Date/Time
☑	**ELD logout**	01-16-2020 12:41 PM
☑	**ELD login**	01-16-2020 12:41 PM
☑	**ELD logout**	01-16-2020 12:41 PM
☑	**ELD login**	01-16-2020 12:41 PM
☑	**ELD logout**	01-16-2020 12:41 PM
☑	**ELD login**	01-16-2020 12:42 PM
☑	**PC, YM and WT cleared**	01-16-2020 12:42 PM
☑	**PC, YM and WT cleared**	01-16-2020 12:42 PM
☑	**ELD logout**	01-16-2020 12:43 PM
☑	**ELD login**	01-16-2020 12:43 PM
☑	**ELD logout**	01-16-2020 12:57 PM

Save   Close

This tool enables to select the event with other info that goes in to that event, for example Yard Move + Clear, ELD login, ELD logout.

Assigning Tool

This tool allows to assign an **unidentified** event of the truck to one of the drivers in that company. Event will be assigned to the selected driver. Date and length of the event will stay the same, as was assigned to it at the start. To get to that tool open **Assets/Truck** tab. Next to the truck, with the assigned event you will see this icon .

Assigning Tools

Bulk Search

Date From:

26-Jun-2019 12:00 AM

Date To:

10-Jul-2019 11:59 PM

Apply Filter   Reset

Selected **2** events

#	DUTY STATUS	DATE/TIME	DURATION
1	Power Up	10-Jul-19 5:11 PM	
2	Driving	10-Jul-19 5:10 PM	6h 49m

* Select driver to assign:

Cancel   Save

Restore Event

This tool gives a possibility to activate (get back) previously deleted event that was created manually. In case if the fleet manager thinks that there was an event that the driver accidentally or intentionally deleted, it can be restored.

This tool you can find in **HOS / eLog History** tab.