J. J. Keller

MOBILE®

DRIVER ROADMAP

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Available 24 hours/day, 7 days/week

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Driver's Daily Tasks

START OF DAY

1. Start vehicle
2. Start Keller Mobile application on mobile device
3. Sign in with username and password
4. Connect mobile device with the black box
   a. Select **Discover**
      i. Once discovered, select **Activate**
   b. Refer to the ELD light chart & troubleshooting tips on page 5
5. Check the black box light
   a. Light should be **green**, meaning the black box is connected to the application
7. Enter trailer and/or shipment information
8. Create off-duty logs (if applicable)
9. Process open daily vehicle inspections (DVIR)
10. Perform daily pre trip vehicle inspection *if required*
    a. **Vehicle Inspection>New Pre-Trip Inspection**
    b. Select vehicle defects discovered or, if no defects exist, select **Submit**

MID-DAY 30 MINUTE BREAK

1. Select **Duty Status** and choose **Off-Duty**
2. Wait 30 minutes then start driving OR select **Duty Status** and choose **On-Duty**

END OF DAY

1. Review daily log
   a. **Menu>System Menu>Reports>Duty Status Report**
2. Perform daily post trip vehicle inspection (DVIR)
   a. **Menu>System Menu>Vehicle Inspection>New Post-Trip Inspection**
   b. Select vehicle defects discovered or, if no defects exist, select **Menu>Submit**
3. Check for unassigned events
   a. **Menu>System Menu>Records>Unassigned Driving Periods>Select>Claim**
4. Exit the application
   a. Select **Menu>Log off**
   b. Choose from the 5 options; **Now**, **15 Minutes**, **30 Minutes**, **1 Hour**, or **Exact Time**
   c. Select **Logout**

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Other Driver Logging Tasks

CHANGE DUTY STATUS

1. From the Home screen, select **Duty Status** from the green bar or select **Menu>New Status**
2. Adjust status as needed
    a. Options include:
        i. **Off Duty**, **Sleeper**, **On Duty**, or **Off Duty Well Site** (if application is setup for Oilfield Exemption use)
3. Select **Ok**

ADD FUEL PURCHASES*

1. From Home screen, select **Menu>System Menu>Records> Edit Fuel Purchases**
2. Select fuel purchase record
3. Add/edit as needed

*Note: only applies to Encompass Compliance Edition & Premium customers

VIEW REPORTS

1. Select **Menu>System Menu>Reports**
2. Select applicable report(s):
    a. Duty Status
    b. Available Hours
3. Select **Menu** or **Back** to exit the screen

DOWNLOAD UPDATED LOGS

If your logs were modified by your supervisor and you need to download your updated logs, please perform the following:

1. From Home screen, select **Menu>System Menu>Records> Download Records>Download**

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Team Driver Functionality

SHARED DEVICE

Shared Device means that both drivers share the same device when using Keller Mobile® (phone or tablet).

1. Driver #1: please enter your username and password, select **Login - Team Driver** to log into Keller Mobile®
2. Select **Shared Device** for the Device Type
3. Perform ELD discovery
4. Select your **Duty Status**
5. Enter your **Trip Information**
6. Process any missing logs that appear
7. Select either **Driver #2 Login** or **KMB Dashboard**.
   a. **Driver #2 Login** will allow the 2nd team driver to log into KellerMobile®, following the same process as above.
   b. **KMB Dashboard** will take Driver #1 to the Keller Mobile® main dashboard, where other actions can be taken. Driver #2 will be able to login by selecting the name of Driver #1 near the top of the screen.
8. Once both drivers are logged into Keller Mobile® and have selected an **On-Duty** status please select the current Team Driver
9. Switch team drivers by selecting the name of current Driver near the top of the screen. Select the other team driver name in the dropdown menu on the **Switch Keller Mobile® User** screen. Select the **Assume Driving Responsibilities** checkbox then select **OK**.
10. Select the appropriate **Duty Status** for the previous driver and select **Submit Status**

SEPARATE DEVICE

Separate Device means each driver has his or her own device when using Keller Mobile® (phone or tablet).

1. Please enter your username and password, select **Login - Team Driver** to log into Keller Mobile®
2. Select **Separate Device** for the Device Type
3. Perform ELD discovery if other driver has not connected to the ELD
4. Select your **Duty Status**
5. Enter your **Trip Information**
6. Process any missing logs that appear
7. Select the name of Driver #2 from the dropdown list of applicable drivers in your company
8. The Driver who initially connects to the ELD will be the Driver

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ELD Light Chart & Troubleshooting Guide

ELD LIGHT CHART

		Green	Yellow	Red	Blue
1.	Everything functioning – Ignition ON – no error/warning states	SOLID	-	-	-
2.	Everything functioning – ignition OFF – no error/warning states	BLINK	-	-	-
3.	Bluetooth commands processing (firmware update, reading history, etc)	SOLID	-	-	ON
4.	KMB Application becomes disconnected from EOBR	BLINK	-	-	BLINK
5.	ELD/EOBR communication failure with data bus	BLINK	DOUBLE	-	-
6.	GPS has no valid fix	BLINK	BLINK	-	-
7.	EOBR memory full or memory failure	BLINK	-	BLINK	-
8.	EOBR thermal shutdown event or low voltage sleep mode	-	-	-	-
9.	Temperature warning	BLINK	QUAD	-	-

TROUBLESHOOTING GUIDE

Android Device Tips

1. Turn **Bluetooth** off, then on
2. Unpair device from ELD, pair with ELD again
3. Restart the device

ELD Tips

1. Press and hold the Bluetooth button for five (5) seconds

Apple iOS Device Tips

1. Turn **Bluetooth** off, then on
2. Unpair device from ELD, pair with ELD again
3. Restart the device
4. Double-tap the **Home** button, to see open applications, then swipe up to close Keller Mobile

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Common Android Symbols

Bluetooth: Visible icon indicates Bluetooth is activated

CONNECTIVITY

Wi-Fi (full reception): Indicates wireless internet connection(s) available

Device Reception: Indicates level of service; no service available when no bars are present

3G Service: Indicates device is receiving 3G coverage (icon may differ by device)

4G Service: Indicates device is receiving 4G coverage (icon may differ by device)

DEVICE SETTINGS

Settings: Change device settings, manage Bluetooth and internet options

DEVICE NAVIGATION

Home: Will redirect to **Home** screen (icon may differ by device)

Menu: Will redirect to application **Home** screen

Back: Will redirect to last screen visited within the application

Screen Select: Will show all current applications that are

Common Apple iOS Symbols

BLUETOOTH

Bluetooth: Visible icon indicates Bluetooth is activated

CONNECTIVITY

Wi-Fi (full reception): Indicates wireless internet connection(s) available

Device Reception: Indicates level of service; no service available when no bars are present

3G Service: Indicates device is receiving 3G coverage (icon may differ by device)

4G Service: Indicates device is receiving 4G coverage (icon may differ by device)

DEVICE SETTINGS

Settings: Change device settings, manage Bluetooth and internet options

DEVICE NAVIGATION

Home: Will redirect to **Home** screen (icon may differ by device)

Open Applications: Double-tap the Home button to view all open applications on the device. Select any app to go directly to it or swipe up on the thumbnail to close the application (icon may differ by device)

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Roadside Inspection Mode

1. From the Home screen, select **Menu>Roadside Instruction**

2. Enter your password

3. Select **Ok**

4. Give mobile device to inspector along with **Inspector Instructions** card

5. When the inspection is complete, repeat steps 1 & 2 to exit **Roadside Inspection** mode

ATTENTION

Failing to exit Roadside Inspection mode will result in log problems/unassigned events

J. J. Keller Technical Support Contact Information

To contact technical support, please have the following information available:

1. Your name
2. Company name
3. A phone number where you can be reached
4. Time available for a return call

Contact Support:

Available 24 hours/day, 7 days/week

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Toll Free: (800) 327-1342, Ext. 8223
E-mail: jjkellermobilesupport@jjkeller.com

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