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User Manual

ELD Installation & Connection

This document contains a comprehensive step-by-step guide covering ELD installation and connection, the procedure in case of an inspection, the possible malfunction scenarios, and what to do in such situations.

Thank you for choosing RouteMate!
We wish you safe rides!

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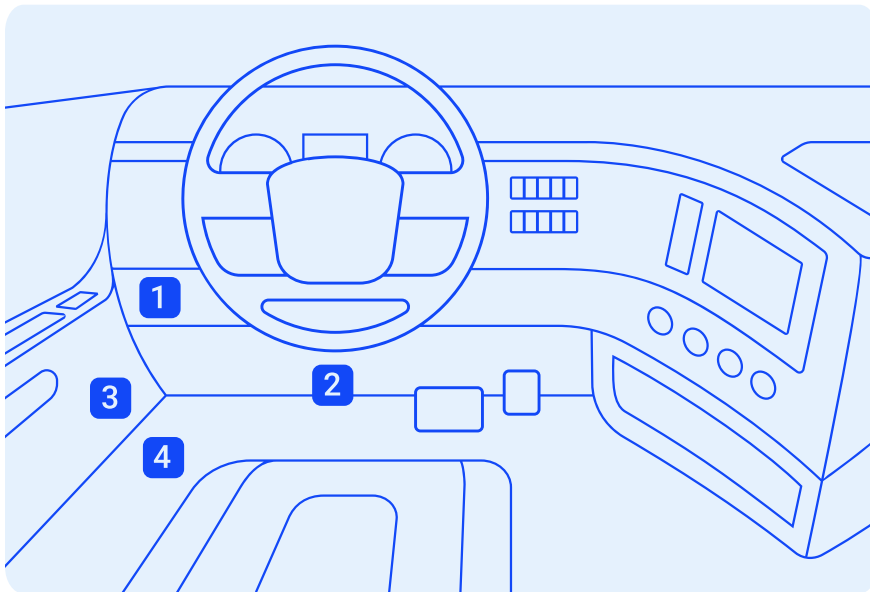**routemate**

ELD Installation & Connection

Install the RouteMate Device in Your Vehicle

Firstly, it's important to install the device properly. Keep in mind that your engine should be off while doing this.
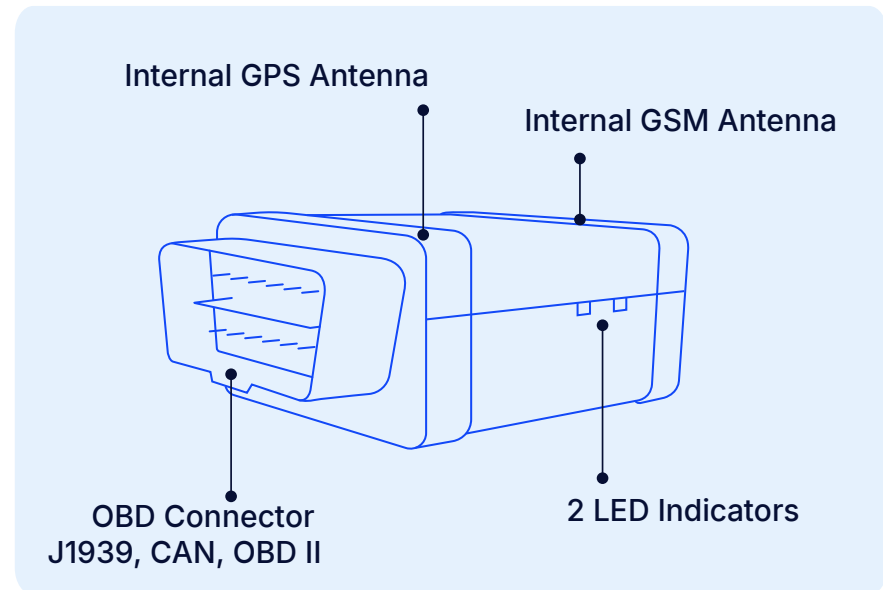
1. With the engine off, locate the diagnostic port inside the vehicle. It is located in one of the four places shown in the picture below.
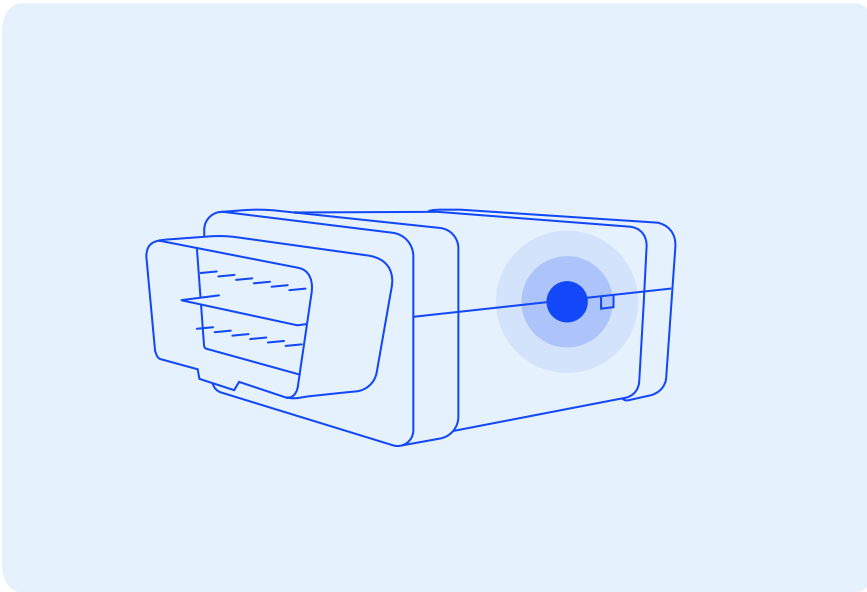
2. Attach the device to the diagnostic port of the vehicle.

Internal GPS Antenna

Internal GSM Antenna

OBD Connector
J1939, CAN, OBD II

2 LED Indicators

3. Once the device is installed, ensure the device is working properly, as evidenced by a green LED light blinking. The green light starts blinking after a GPS & Cellular connection is initiated.

4. Securely mount your device in a location where there are no electrical components nearby. This will help prevent potential issues like device interference and GPS signal disruption. We recommend placing the ELD device in a visible area with a clear and unobstructed view of the sky, as shown in the image below.
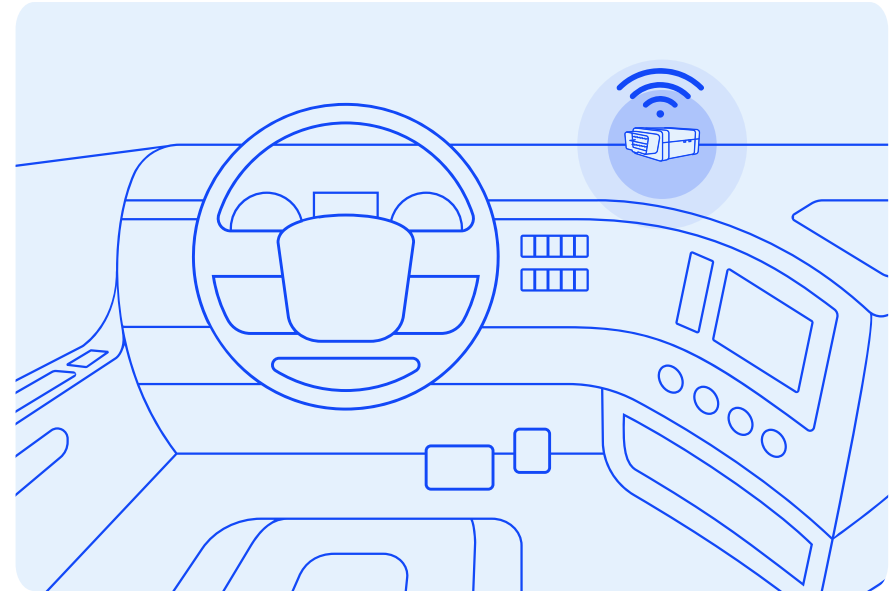
IMPORTANT: Please follow the above-mentioned instructions. Otherwise, you risk ELD device interference and GPS disruption, creating problems with the signal. Do not put an ELD device under the dashboard under any circumstances.

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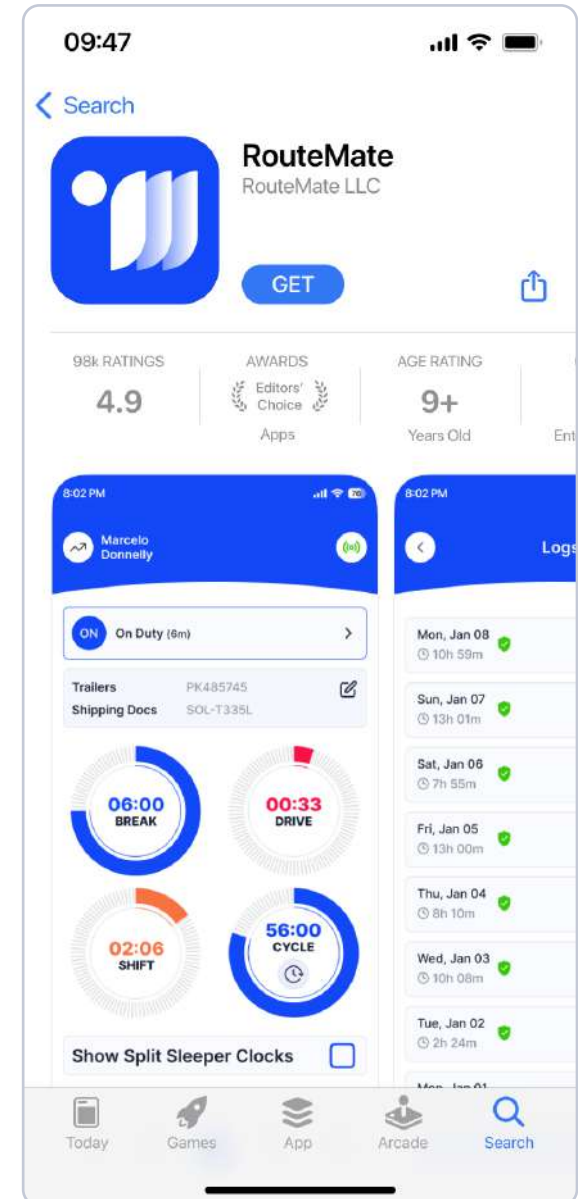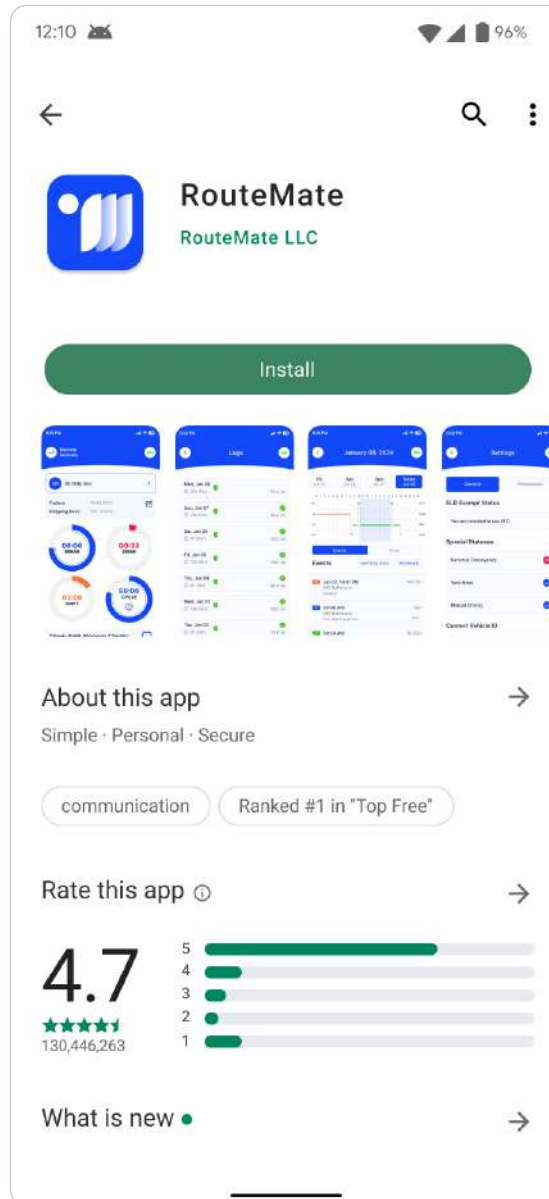## Install the RouteMate App

1. For Android phones and tablets, download the **RouteMate** app from the Google Play Store.

2. For iPhones and iPads, download the **RouteMate** app from the App Store.

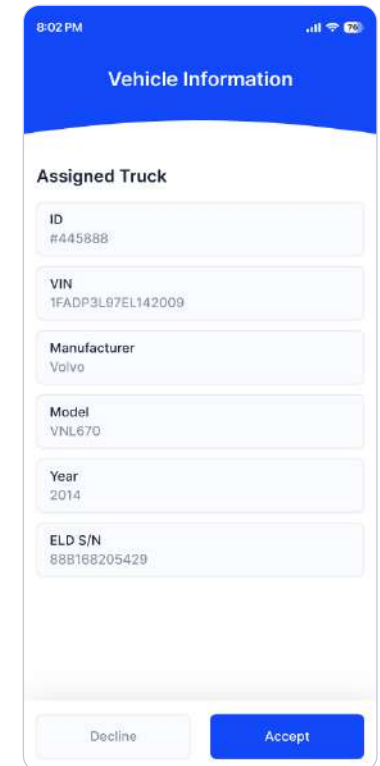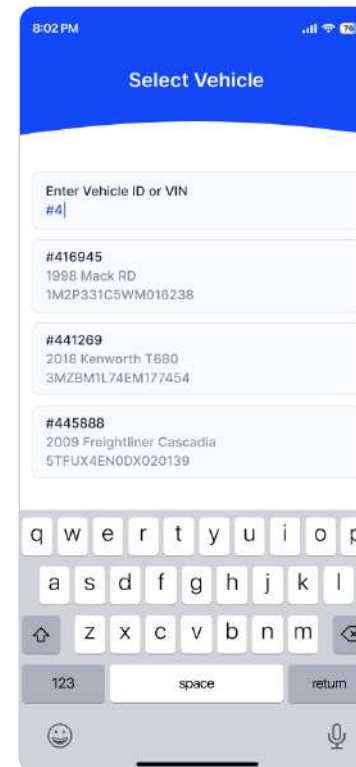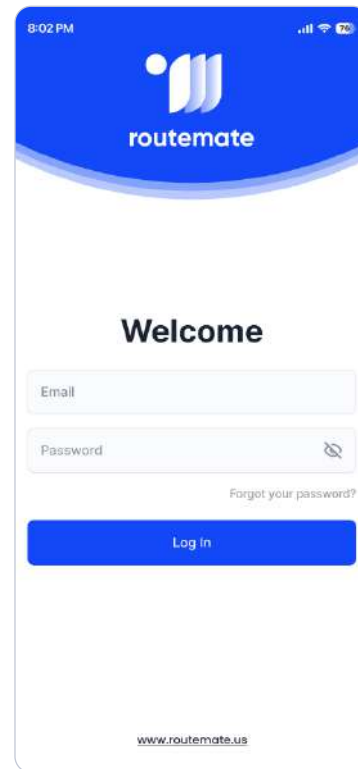**3.** Open the **RouteMate** App.

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Log in to the RouteMate App and Select the Vehicle

Please read the login instructions in the email we sent you. If you don't have the login details yet or have forgotten them, please contact your carrier administrator.

1. Enter your login details and tap **LOG IN.**

2. Select your vehicle from the list, or search for one and tap **ACCEPT.**

3. After accepting the vehicle you will be prompted to the main Dashboard page.
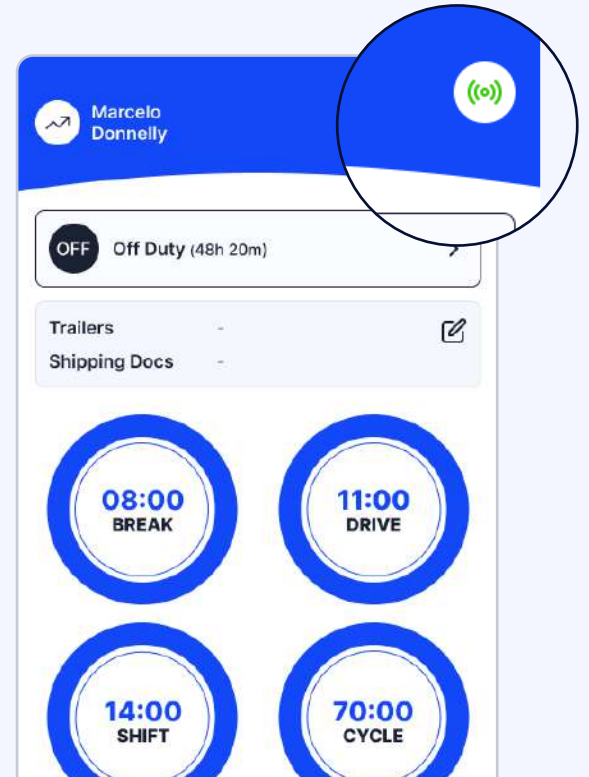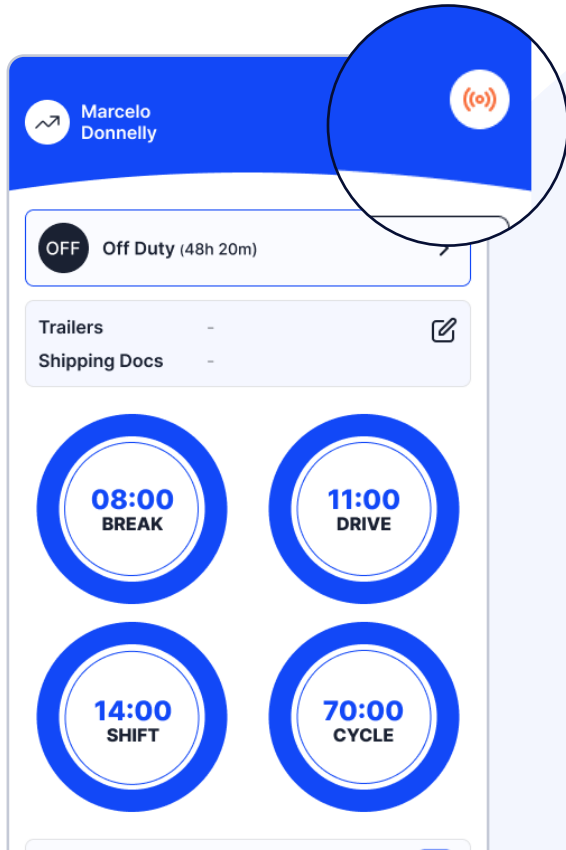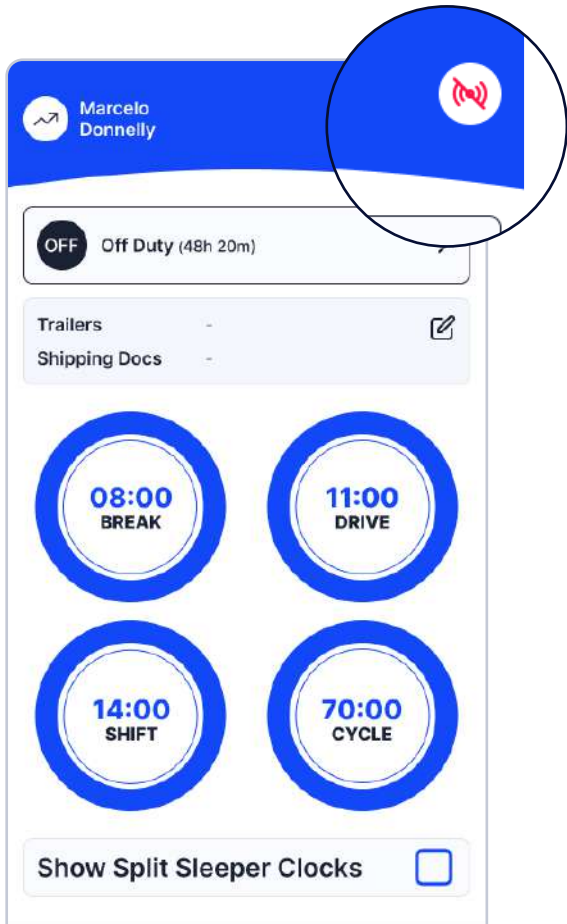
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Connect the RouteMate App with Your Vehicle

After successfully logging in and selecting the vehicle, the Dashboard page will open. On this page, you will see the Connection Button

! Please ensure that Bluetooth is enabled on your device before you connect to the **RouteMate** app.

1. Tap the **Connection Button** to connect to your vehicle. The device will attempt to connect to the selected vehicle via Bluetooth. The button will change from red to orange to mark the pairing process.

2. An icon will appear in the header section upon successful connection.

Change Duty Status

To begin driving, please switch your status to **'On Duty'**. This can be achieved by navigating to the Dashboard page where you will see the **Status bar**.

1. Tap on status bar to view all statuses.

2. Select "On Duty" status, and enter your location along with the notes. **Tap Confirm**.

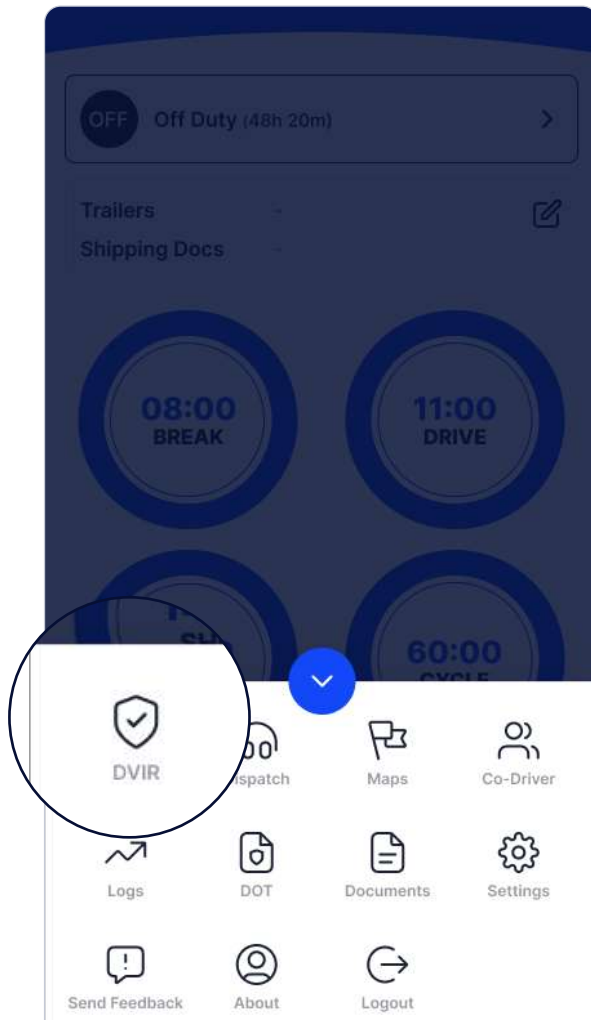**3.** Your duty status will be updated.
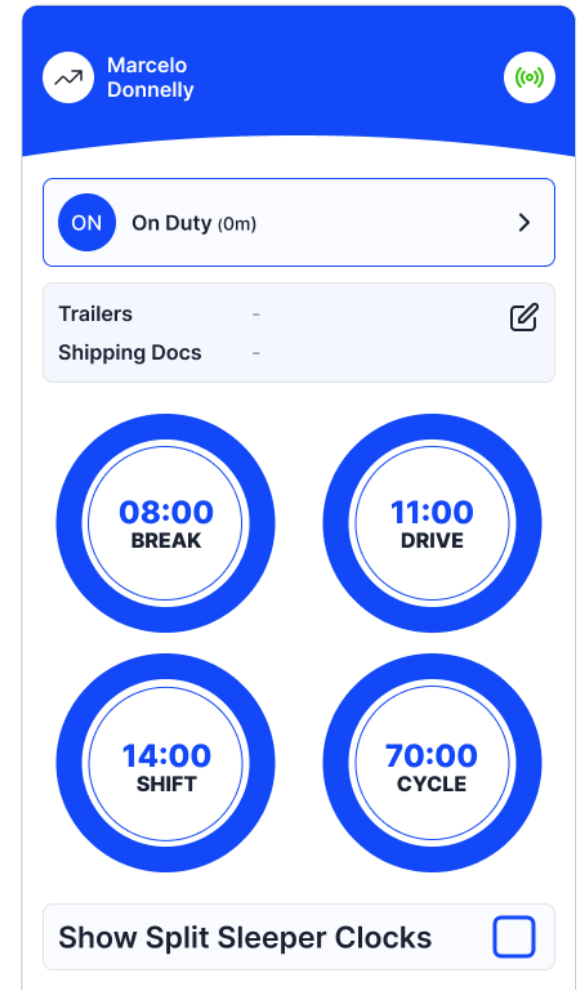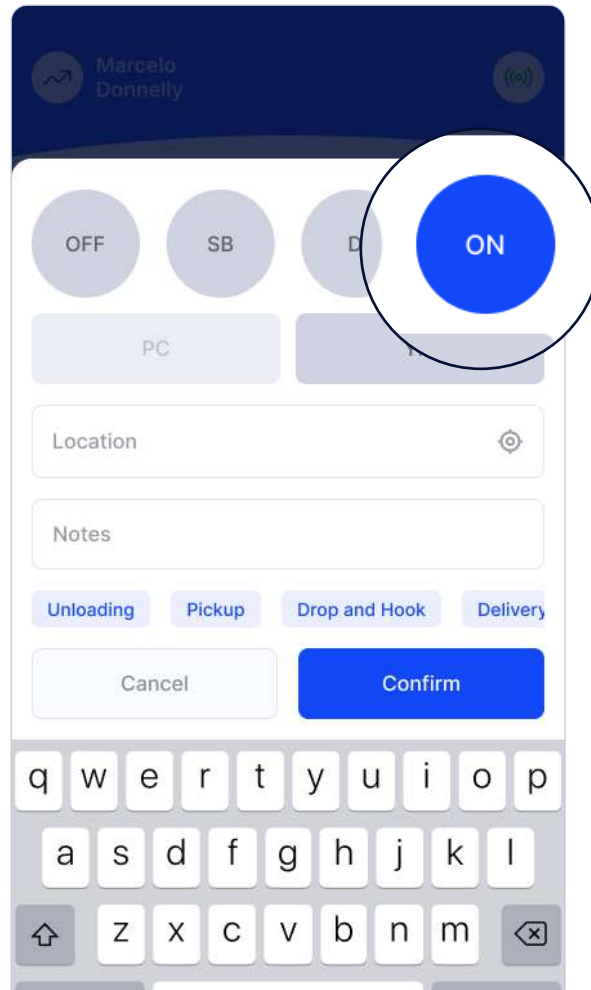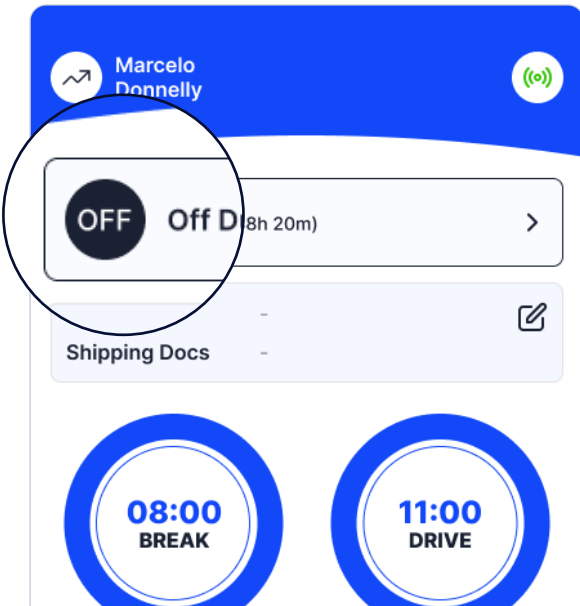
Complete DVIR

After successfully logging in and selecting the vehicle, the Dashboard page will open. On this page, you will see the Connection Button

1.

From the **DVIR** view, tap Start Inspection.

If you are in Off Duty or Sleeper Berth status, you will be prompted to change to On Duty status. Pre-trip is selected by default.

Note: If this is your first ride, you won't see the list of previous inspections

January 07, 2024	07:00 AM
Pre-Trip Inspection	
KY Louisville	15749 mi

Vehicle - Front, Headlights
Vehicle - Curbside Front Axle, Tires
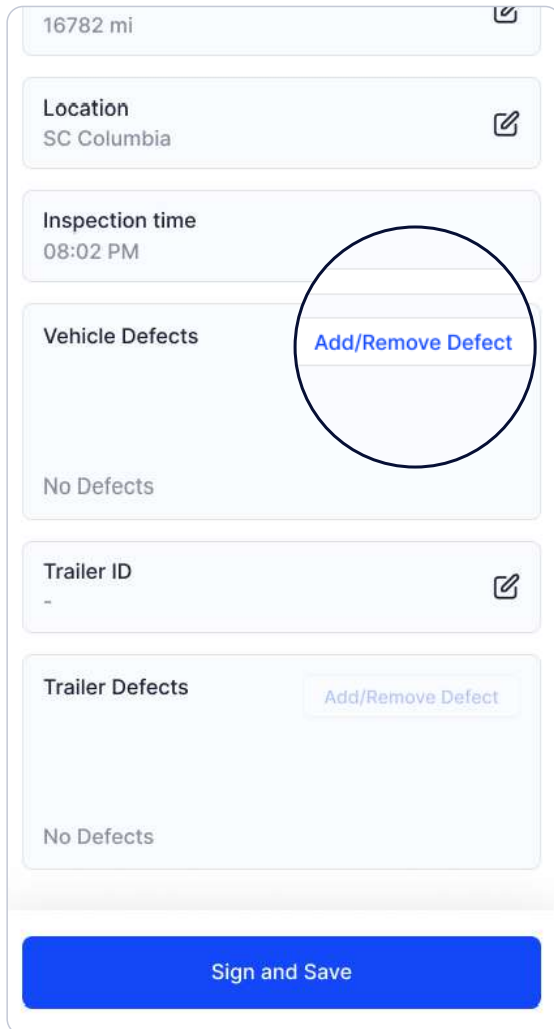Vehicle - Driver Front Axle, Mirrors
Trailer - Doors

January 05, 2024	08:23 PM
Post-Trip Inspection	
MO Boonville	15394 mi

No Defects

January 05, 2024	06:33 AM
Pre-Trip Inspection	
WY Cheyenne	14992 mi

Start inspection

2. Tap **Add/Remove Defect** under Vehicle Defects and review each item from the list against your vehicle.

3. If you identify a defect, select the appropriate item from the list, enter a comment, and attach a photo. Then, tap **Save**.

16782 mi

Location
SC Columbia

Inspection time
08:02 PM

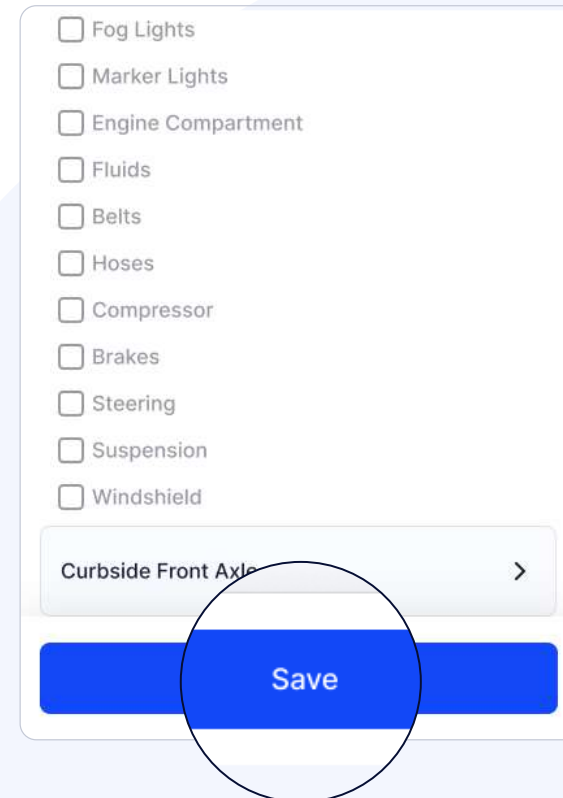Vehicle Defects   Add/Remove Defect

No Defects

Trailer ID
-

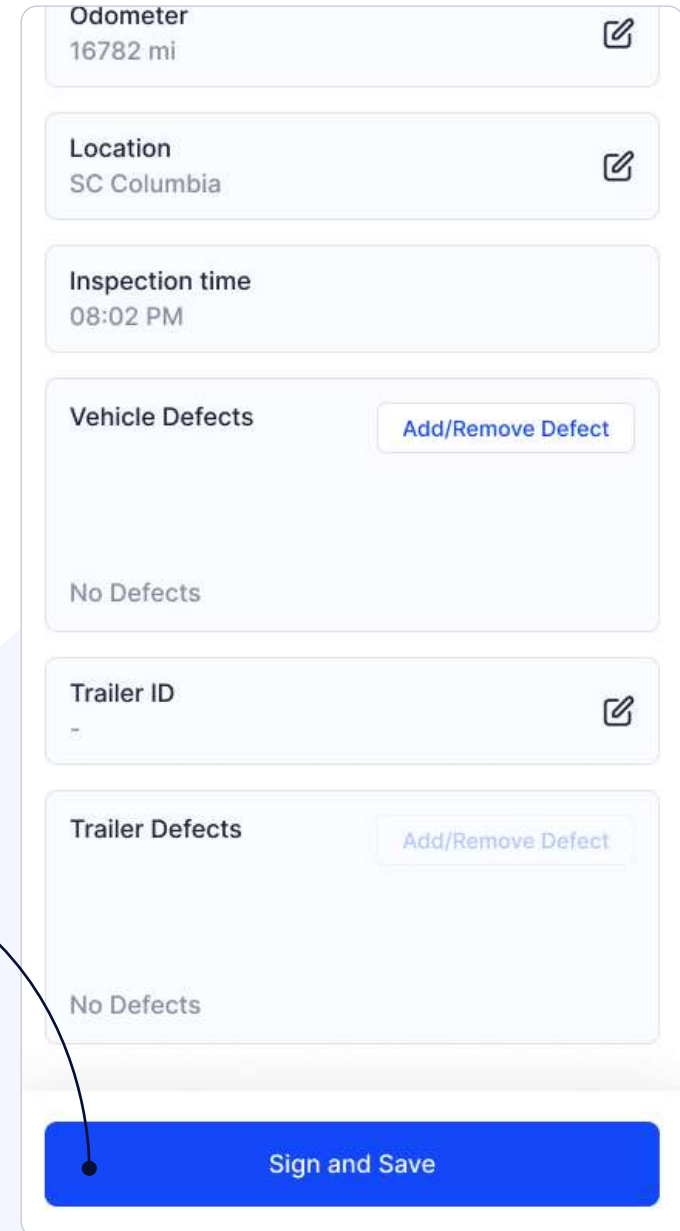Trailer Defects   Add/Remove Defect

No Defects

Sign and Save

☐ Fog Lights
☐ Marker Lights
☐ Engine Compartment
☐ Fluids
☐ Belts
☐ Hoses
☐ Compressor
☐ Brakes
☐ Steering
☐ Suspension
☐ Windshield

Curbside Front Axle   >

Save

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4. If Trailer is applicable, repeat steps 2 and 3 under **Trailer Defects.**
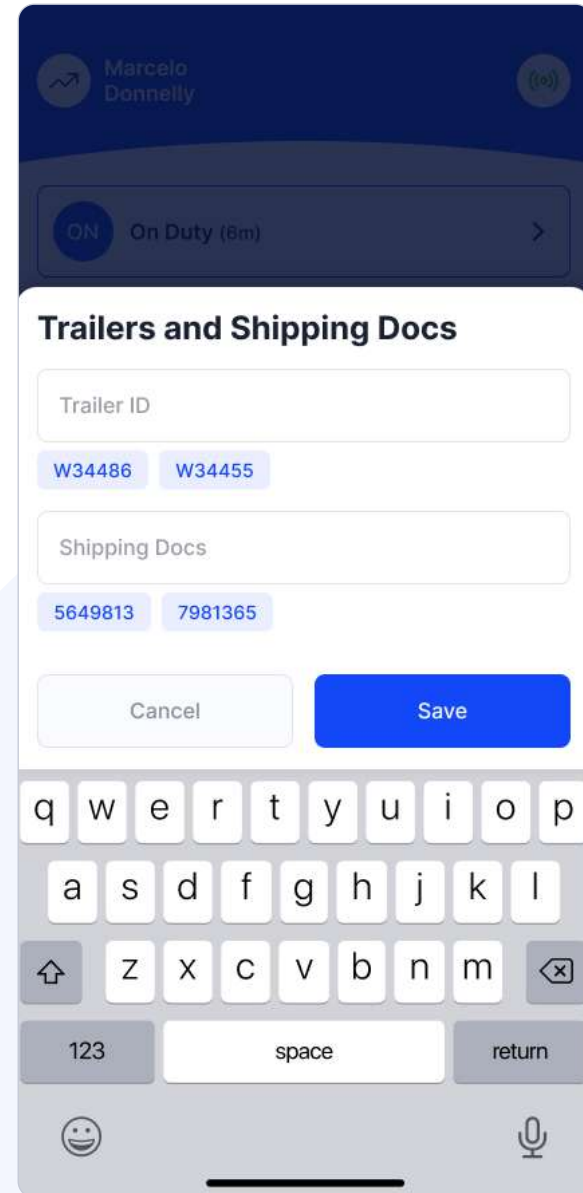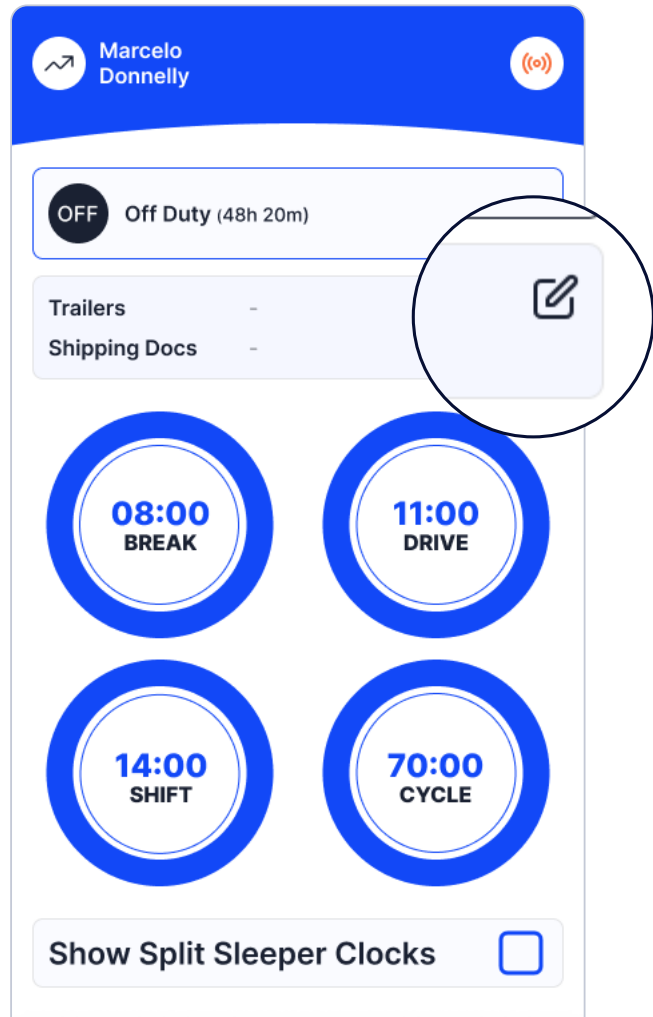
5. Tap **Sign and Save.**

Sign and Save

Odometer
16782 mi

Location
SC Columbia

Inspection time
08:02 PM

Vehicle Defects   Add/Remove Defect

No Defects

Trailer ID
-

Trailer Defects   Add/Remove Defect

No Defects

Sign and Save

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Populate Log Form Data

Select the **Trailers/Docs** button ✏ from your Dashboard to add the Trailers/Shipping Docs number.
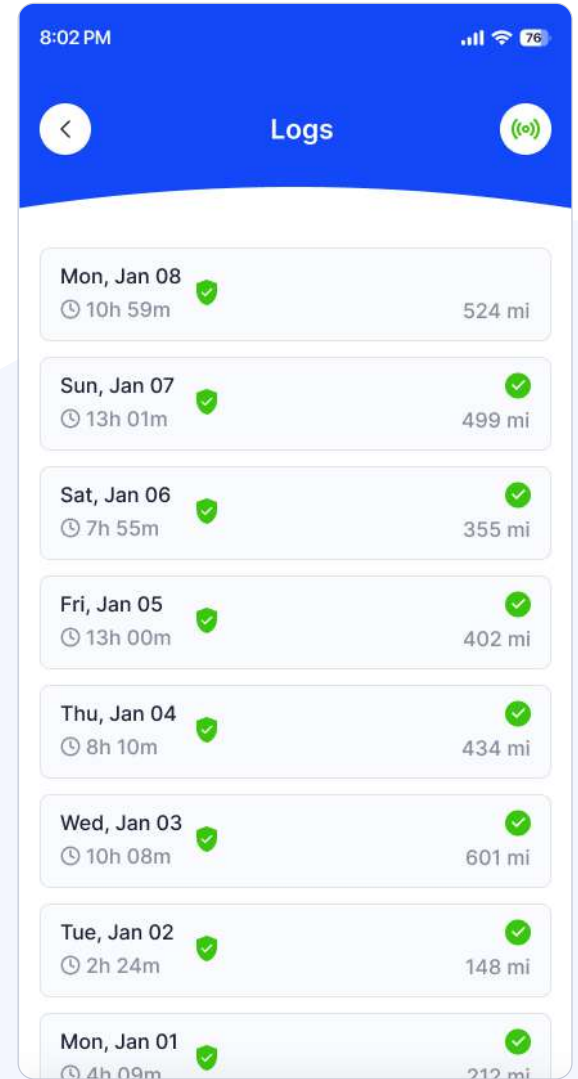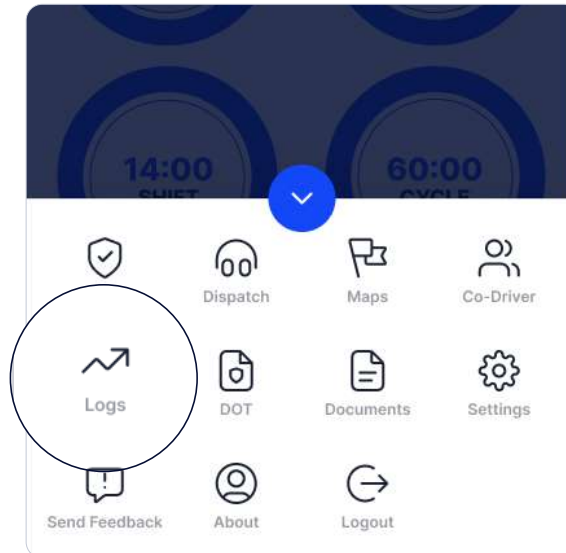
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Trailers/Shipping Docs are also available through the **Logs** folder. Here are the steps you should follow:

1.
From your **Dashboard** view, tap the ⊞ icon.

2.
Select **Logs**.

3.
Tap the log at the top of the list.

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4.

Tap Other to see the **Trailers and Shipping Docs** field.
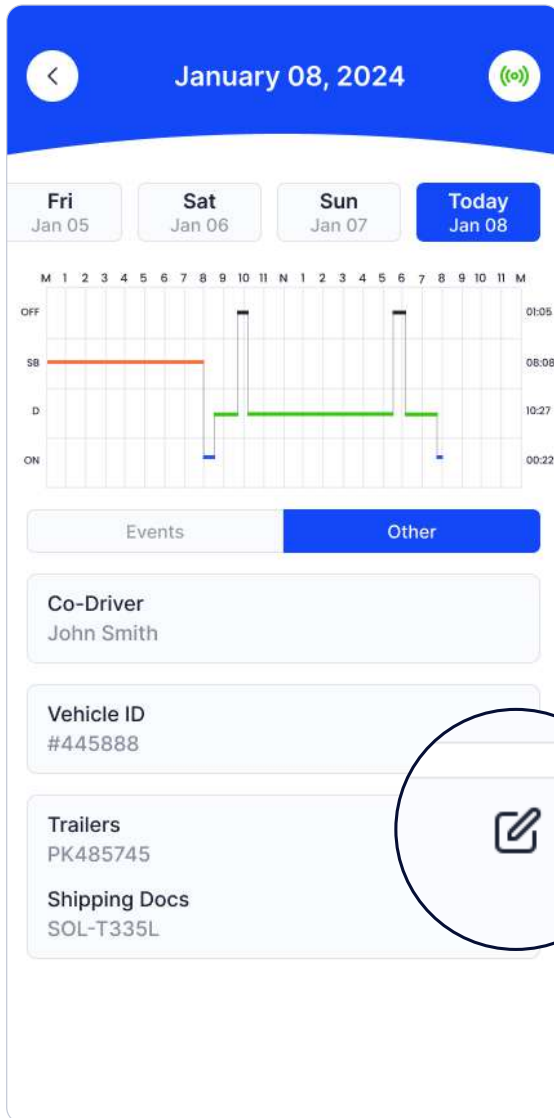
✓ Ready to Drive!

Once you've completed all of the pre-trip tasks in this section, you're ready to drive. When your vehicle is moving at 5 MPH or greater, your duty status will automatically switch to Driving, in accordance with the ELD mandate.

Record Hours of Service

1. When your vehicle reaches 5 MPH or greater, **RouteMate** indicates that the vehicle is In Motion, and your duty status will automatically change to Driving.

2. When the vehicle stops (0 MPH), it's considered Stationary.

**3.** You can change your duty status by tapping the Driving and selecting another duty status.

4. If your vehicle remains Stationary for five minutes, you will be asked if you want to change your duty status. If you ignore this question, your duty status will be changed to On Duty.
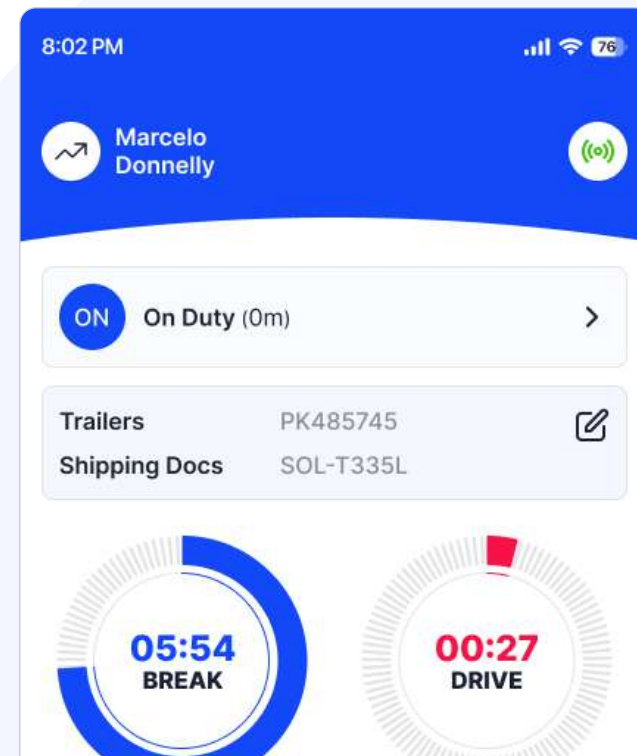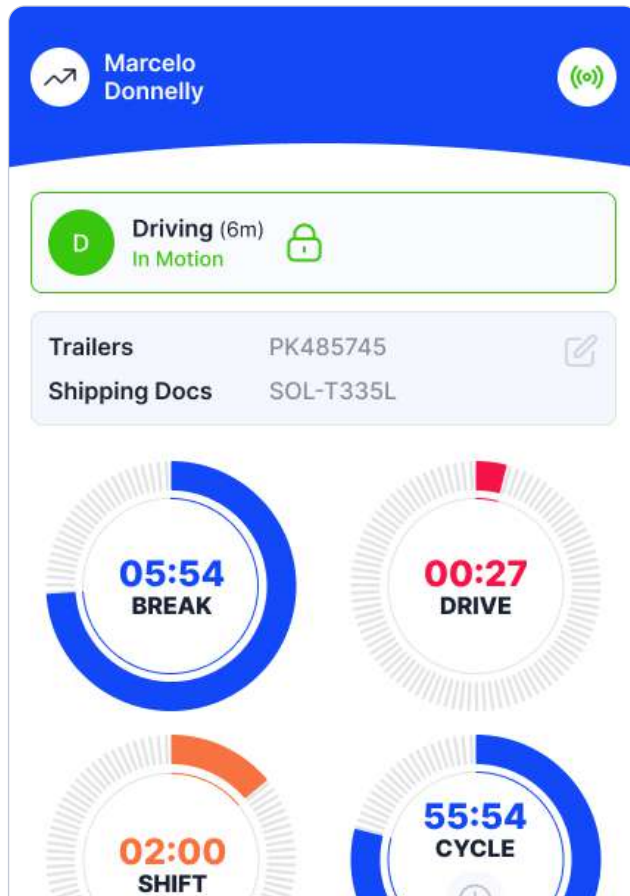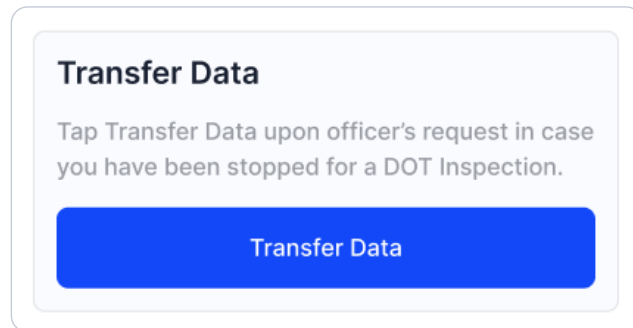
Inspect Logs

When an officer asks for your logs, tap **Start Inspection** and the logs for the last seven days will appear on the screen.
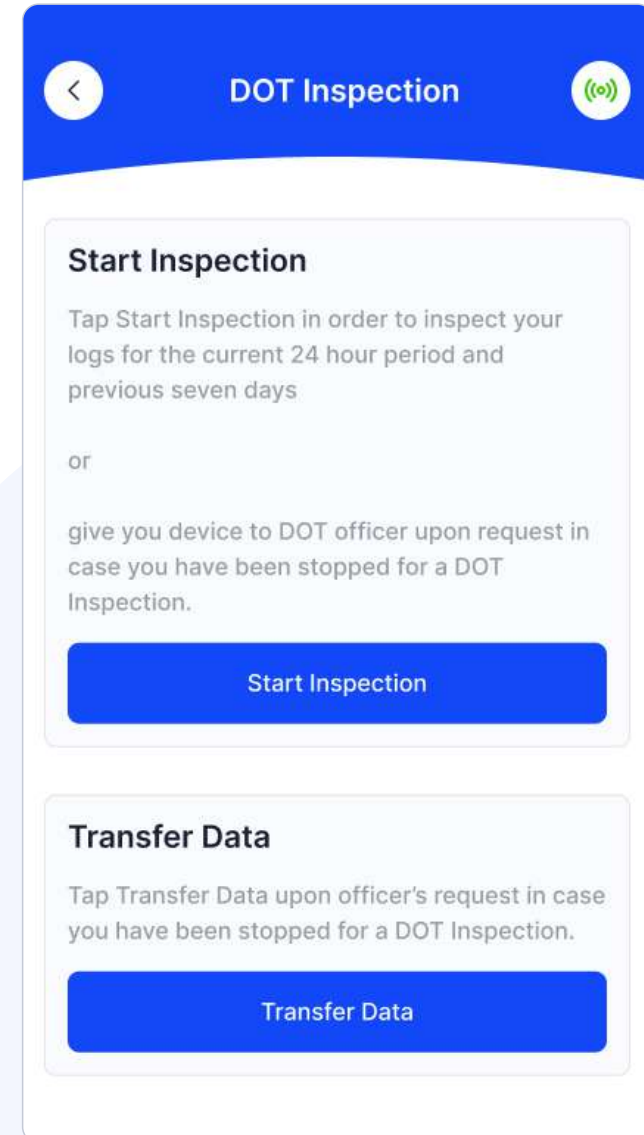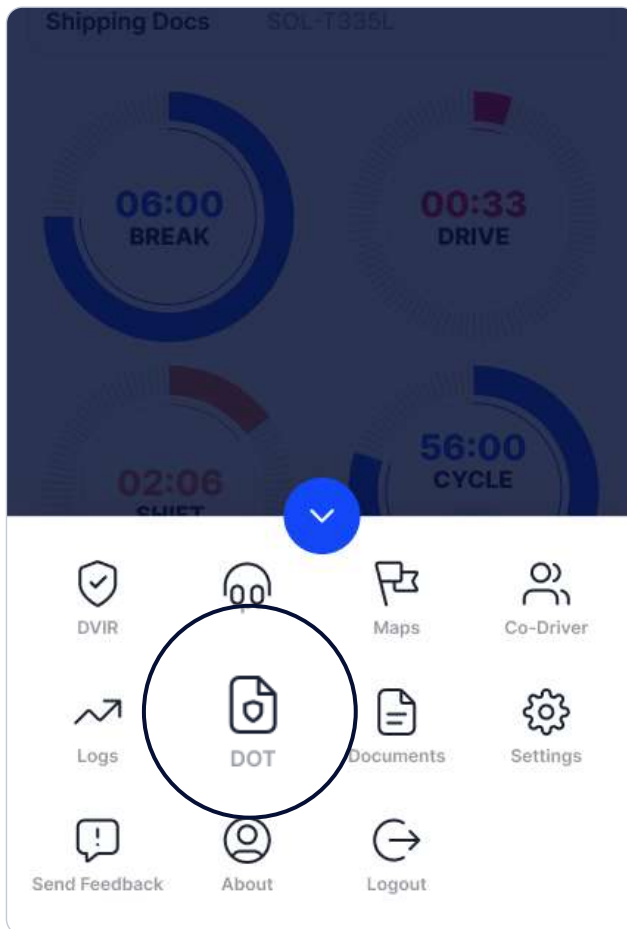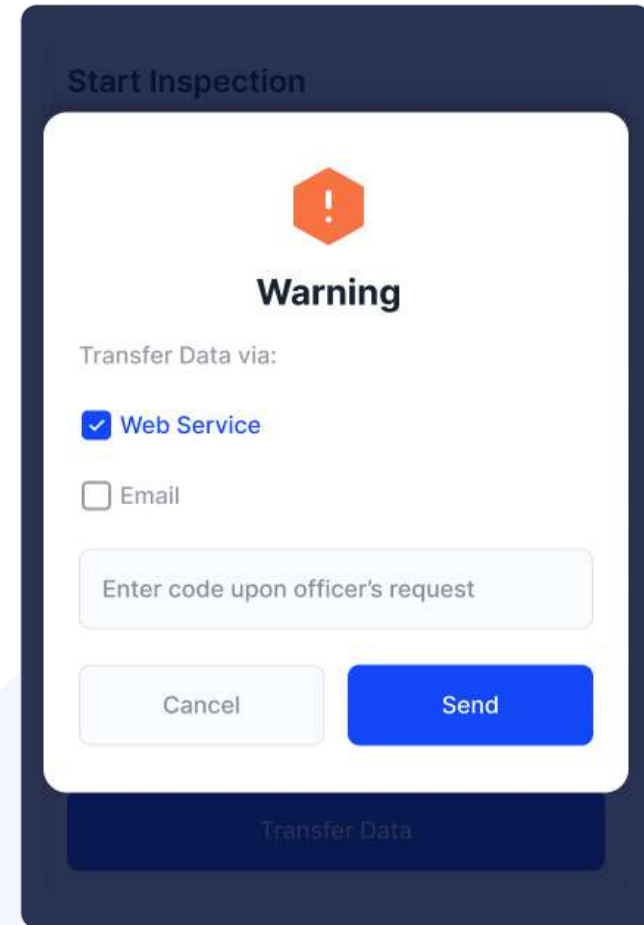
Data Transfer Procedure

1. If the officer asks for the output file, tap **Transfer Data** to send the file via web service or email.

Transfer Data

Tap Transfer Data upon officer's request in case you have been stopped for a DOT Inspection.

Transfer Data

2. Select **Web Service or Email** transfer method.

3. When a DOT officer provides the Output File Comment, enter it in the text box.

4. Tap **Send.**

Start Inspection

Warning

Transfer Data via:

☑ **Web Service**

☐ Email

Enter code upon officer's request

Cancel | Send

Transfer Data

5. If the file was submitted successfully, you will receive a confirmation. If it was unsuccessful, you will receive the following message: "ELD Output File sending failed. Please try again or use a different Transfer Data method."

Are you still uncertain about anything?

If you are still experiencing any doubts or difficulties with the steps, please do not hesitate to contact us at (765) 770-0279. We will be happy to provide you with all the necessary information.

You can also visit our YouTube page where you can find our step-by-step video tutorials.

Thank you for choosing **RouteMate!**

📞 **(765) 770-0279**   ✉ **office@routemate.us**   🌐 **www.routemate.us**

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