



Quick Reference Card

Canada Roadside Inspection: BigRoad Mobile App

OVERVIEW

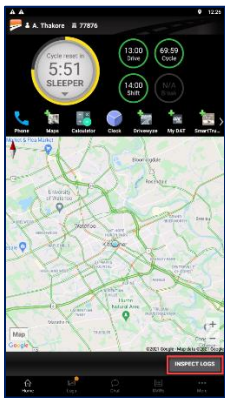
While performing roadside inspections, Safety officials can request Driver Daily Logs to be sent directly to the official or view on screen. The Inspect Daily Logs screen of the Big Road Mobile App has a **Send/Print Logs** button to make it easy to send logs directly without delay.

Users can choose to send logs via Email, Print or Fax Logs

Note: Sending logs to Safety Authorities requires the driver to have internet access on their mobile device. If a driver does not have service at the time of inspection, they can still follow ELD rules by showing the safety official their logs using the on-screen Inspection Mode.

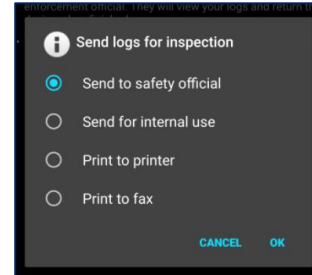
SEND LOGS TO SAFETY OFFICIAL

1. Login to the **BigRoad Mobile App**
2. Tap **Inspect Logs** button

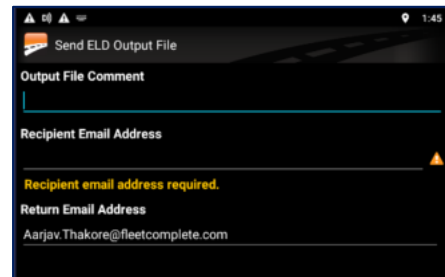


3. Tap **14 Days plus today (Canada)**
4. Tap **Inspect Logs**

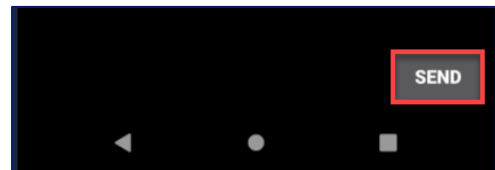
5. Tap the **Send/Print Logs** button.



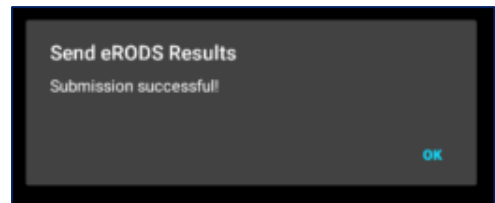
6. Tap **Send to Safety Official**
7. Tap **OK**
8. If provided by the safety official enter the requested **'Output File Comment'**
9. Enter the Email Address provided by the Safety official in the **Recipient Email Address** space.



10. The Return Email Address will default to the driver's Email.
11. Tap the **Send** button



12. A **Success** message displays on the screen.
 1. If unsuccessful the inspection can still be completed on-screen.



13. Tap **'OK'** to continue

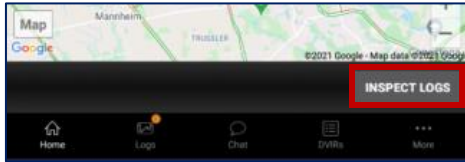


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INSPECT ON SCREEN

Drivers can also complete the inspection on-screen. To do this please follow these steps:

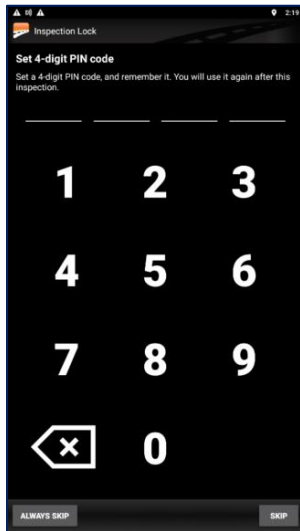
1. From the Main Page tap, **'Inspect Logs'**.



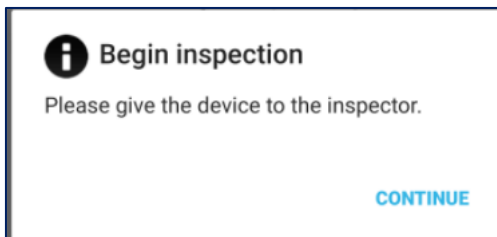
2. Tap **14 Days plus today (Canada)**
3. Tap **'Inspect Logs'**
4. Tap **Inspect on Screen.**



5. The Driver will be asked to enter a **PIN**.
 - i. This is a one-time **PIN**, or the driver can choose to skip this step.



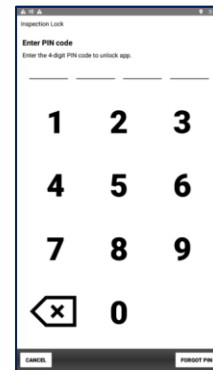
6. The driver will now see an on-screen prompt to hand the device to the inspector.
 - i. The driver now will hand the mobile device to the inspector to complete the inspection.



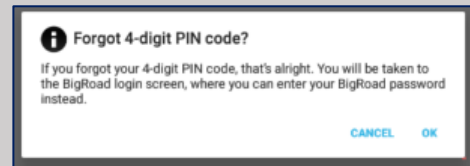
Once the Safety official is done they will select 'End Inspection' They will see an on-screen prompt to hand the mobile device back to the driver.



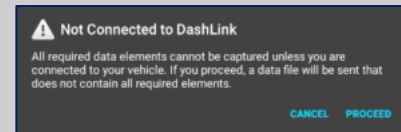
7. The driver will tap **'Done.'**
8. Enter the PIN previously entered.



Note: If the driver forgets their PIN they will be taken to the BigRoad Log in Page to continue.



Note: If the driver is not connected to the Dashlink Device when completing inspections, they will receive on-screen prompt advising that 'All required data elements cannot be captured..' The Driver must tap proceed to continue.



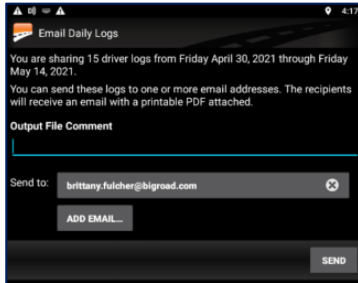


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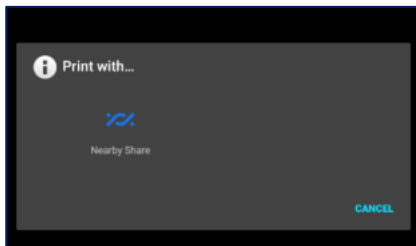
OTHER INSPECTION OPTIONS

There are 3 other options provided as inspection methods when you select Send/Print Logs.

Send for Internal Use: The Driver will be required to enter the email address of the recipient and the email will include an attached copy of the logs as they would be presented to the safety authority.

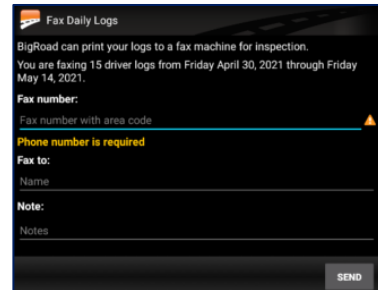


Print to Printer: if Selected the Driver will be prompted to either configure a new printer or select one that was previously configured.



Print to Fax: if selected the driver will need to enter a fax number to send it to.

- The phone number entered must be a valid Canada or US phone number.



- Once submitted the Driver will receive a notification that it has been sent and may take a few minutes.

