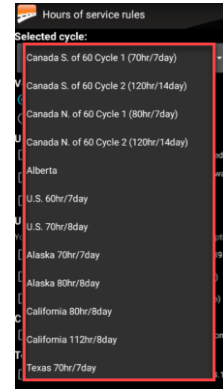




Quick Reference Card

Canadian– How to change your cycle or Jurisdiction- Mobile App



Overview

Changing your cycle or jurisdiction may occur throughout your day if you are travelling across the US/Canada border or moving between north and south of 60 rules.

We will review how to complete both Cycle and Jurisdiction changes within the BigRoad Mobile app.

Key Requirements

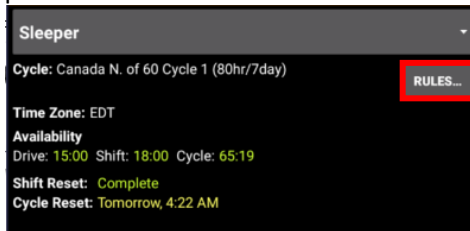
When switching between cycles and jurisdictions you must still do the following:

- Comply with the mandatory off-duty reset time before switching cycles.

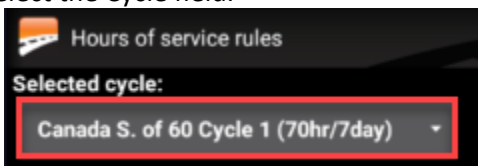
How to Change your Cycle/Jurisdiction

To change cycle or jurisdiction please follow the below steps:

1. From the BigRoad Mobile app Home page tap 'Logs'
2. Tap 'Rules'

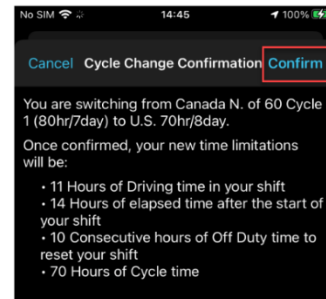


3. Select the Cycle field.

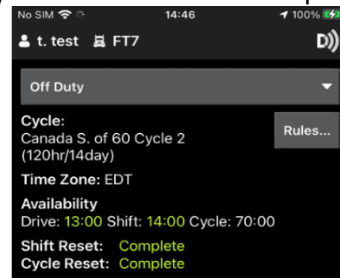


4. From the drop-down select the cycle or Jurisdiction you wish to change to.

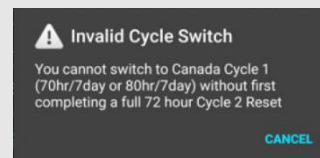
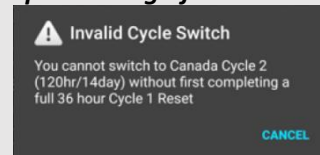
5. You will now see a prompt explaining the new duty/driving hour limitations.
 - a. Select **Confirm** to accept the changes.
 - b. Select **Cancel** to remain on the current cycle/jurisdiction or select a different one.



6. All duty status counters will be updated.



Note: If you attempt to change your cycle and have not complied with the required cycle reset you will receive on-screen prompt advising of an 'Invalid Cycle Switch'





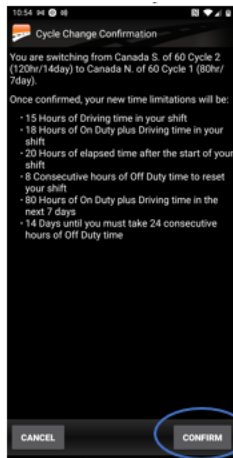
Quick Reference Card

How to accept the Cycle/Jurisdiction change

If your Safety Manager has requested to change your Cycle or Jurisdiction on your behalf you will need to accept or decline the suggestion.

To accept the Cycle/Jurisdiction change you will need to follow these steps:

1. From the Menu bar at the bottom click the **Logs** button
 - a. There will be a Green Dot on this button indicating a suggested change.
2. Click the Alert saying **Cycle change Confirmation**.
3. Tap **Confirm** to accept the change or **Cancel** to remain on the current cycle.



4. Once confirmed all HOS rules and availability counters will be updated.

Availability
Drive: 13:00 Shift: 14:00 Cycle: 70:00
Shift Reset: Complete
Cycle Reset: Complete

Cycle/Jurisdiction change log events

All cycle and jurisdiction changes are recorded under **'Events'** as auto-recorded Dashlink events. They can be found on the Mobile app in your Events on the daily log.

- If both cycle and jurisdiction changes are requested in 1 request, then both Jurisdiction and cycle change events will be recorded.
- If only a cycle change is requested, then only cycle change will be recorded.

