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Logging in to Omnitracs XRS Mobile

Select the Omnitracs XRS icon from your app menu.

Enter your Driver ID and Password, then select Login.

Confirm the Driver Name by selecting OK.

The Omnitracs XRS Mobile Dashboard is available.
Omnitracs XRS Mobile Dashboard

The Omnitracs XRS Mobile Dashboard provides real-time driver information such as HOS and connection status, and access to the Omnitracs XRS system via the slide-out ‘Hamburger’ Menu. The new menu is located in the top left corner of the Mobile Dashboard, and provides an at-a-glance view of pending notifications. Information, Hours of Service, and Messages comprise the majority of the Omnitracs XRS Mobile Dashboard, while other applications are available in the slide-out menu. All of the components are dynamic and can be either touched or swiped to access new information.
System Status

The System Status area functions as a dashboard for the Omnitracs XRS system. This area (located at the top of the Omnitracs XRS Mobile Dashboard screen) features monitoring icons as well as information essential to the driver, such as current location time and the name of the driver using Omnitracs XRS Mobile at the moment.

<table>
<thead>
<tr>
<th>Icon</th>
<th>Icon Name</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><img src="signal_icon" alt="Signal" /></td>
<td>Signal</td>
<td>Indicates availability of Omnitracs XRS server.</td>
</tr>
<tr>
<td><img src="bluetooth_icon" alt="Bluetooth" /></td>
<td>Bluetooth</td>
<td>Indicates Bluetooth connection from device to Relay.</td>
</tr>
<tr>
<td><img src="satellite_icon" alt="Satellite" /></td>
<td>Satellite</td>
<td>Indicates satellite connection between Relay and satellite.</td>
</tr>
<tr>
<td><img src="ecm_icon" alt="ECM" /></td>
<td>ECM</td>
<td>Indicates that your device is recognizing that the Relay is connected to the engine.</td>
</tr>
<tr>
<td><img src="download_icon" alt="Download" /></td>
<td>Download</td>
<td>Indicates that an update is being downloaded to your device.</td>
</tr>
<tr>
<td><img src="settings_icon" alt="Settings" /></td>
<td>Settings</td>
<td>Provides access to the configuration of your Omnitracs XRS application. See Settings on page 32 for more details.</td>
</tr>
<tr>
<td><img src="help_icon" alt="Help" /></td>
<td>Help</td>
<td>Accesses Omnitracs XRS Mobile Help. See the Help section on page 33 for more details.</td>
</tr>
<tr>
<td><img src="hide_icon" alt="Hide" /></td>
<td>Hide</td>
<td>Selecting this symbol hides the adjacent alert message.</td>
</tr>
<tr>
<td><img src="alert_message_icon" alt="Alert Message" /></td>
<td>Alert Message</td>
<td>Important information about your Omnitracs XRS status.</td>
</tr>
</tbody>
</table>

A black icon indicates the connection is good. A red icon indicates there is a problem with the connection. A gray icon indicates that there has been no connection made since you logged in.
HOS

The Hours of Service area provides a convenient look at a driver’s current duty status, remaining drive time, and remaining duty time. The data is displayed in color according to status—green for plenty of time available, yellow for limited time remaining, and red for “in violation.” Drivers can touch each element in this area to adjust status or reveal more time detail.

When a driver changes his or her Duty Status to ON, the Hours of Service Area changes to reflect the fact that he or she is now On Duty, by removing the Consec. Time Off element.

<table>
<thead>
<tr>
<th>Icon</th>
<th>Icon Name</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Drive Left</td>
<td>Drive Left</td>
<td>The countdown of the drive time available. This is limited by the Duty Time and the Cycle Time.</td>
</tr>
<tr>
<td>Duty Left</td>
<td>Duty Left</td>
<td>The countdown of the duty time available. This is limited by the Cycle Time.</td>
</tr>
<tr>
<td>Cycle Time</td>
<td>Cycle Time</td>
<td>The countdown of the “weekly” cycle time.</td>
</tr>
<tr>
<td>Time to Violation</td>
<td>Time to Violation</td>
<td>The countdown of all of the limiting factors leading to a violation, including the new 395.3 30-minute break rule.</td>
</tr>
<tr>
<td>Consec. Time Off</td>
<td>Consec. Time Off</td>
<td>Indicates the amount of time that has passed since switching to Off Duty or SB.</td>
</tr>
<tr>
<td>Duty Status</td>
<td>Duty Status</td>
<td>The current duty status.</td>
</tr>
</tbody>
</table>
HOS Menu Screen

The HOS Menu screen in Omnitracs XRS Mobile can be used by drivers and co-drivers to:

- Change Duty Status
- View Logs
- View Daily Summary
- Enter a Remark into the Driver Log
- Enter a Work Time Extension
- Enter Shipping Information
- Enter Fuel Purchase information
- Disable the Short-Haul exemption
- Change the Current Rule Set

How can I view the HOS Menu Screen?

From the Omnitracs XRS Mobile Dashboard, select the HOS item from the Dashboard menu. The HOS Log screen appears.

Select the Menu button and then select the Options button. (Note: due to variations in Android operating system versions and themes, your system Menu button may differ from that shown here.)
What does each option do?

**Change Duty Status:** Select this option to view the Change Duty Status screen and change your current duty status.

**View Logs:** Select this option to view the HOS log screen.

**View Daily Summary:** Select this option to view the Daily Summary screen. The Daily Summary screen shows today’s details, such as carrier and fleet information, driver and co-driver names, vehicle and trailer information and distance travelled today.

**Enter a Remark:** Select this option to record pre-set or free-form remarks in the HOS log. Omnitracs XRS Mobile allows you to record remarks such as the current location, fuel, break, or a weather condition.

**Enter Work Time Extensions:** Select this option to declare one of the following work time extensions:
- 16-Hour Big Day
- Adverse Weather
- Personal Conveyance
- Canadian Off Duty Deferral

**Enter Shipping Info:** Select this option to record the following types of shipping information:
- Manifest
- Route Number
- Shipper & Commodity

**Fuel Purchase:** Select this option to record information about fuel purchases, including the amount of fuel purchase, the fuel ticket ID number, and the total price.

**Disable Short Haul:** Select this option to disable the use of the Short-Haul exemption and change to the default Federal rule set, based on the Organization settings selected on the Omnitracs XRS website.

**Change Rules:** Select this option to view the Change Rules screen and change the rule set that is currently in use.
Messages

The Omnitracs XRS Messages area shows automated messages (resulting from threshold settings such as Low Drive Time) as well as information sent from your office administrator. This area also provides stop by stop route information according to the driver’s schedule.

<table>
<thead>
<tr>
<th>Icon</th>
<th>Icon Name</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><img src="image" alt="Drive Time Left Low!" /></td>
<td>Messages Label</td>
<td>Designates the Messages area of the Home page.</td>
</tr>
<tr>
<td><img src="image" alt="Low" /></td>
<td>Message Priority</td>
<td>Indicates the priority level attached to the message by either the admin sending the message or the priority setting attached to the automated threshold.</td>
</tr>
<tr>
<td>Lunch 07/16 6:51 PM</td>
<td>Content</td>
<td>The first 35 characters of the message.</td>
</tr>
<tr>
<td>2.4 mi W of Minneapolis,MN</td>
<td>Schedule Information</td>
<td>Designates the driver’s next stop according to their schedule.</td>
</tr>
</tbody>
</table>
Menu Items

These menu items can be selected to access a variety of functions within Omnitracs XRS Mobile. The functions shown on your screen depend on the options your fleet has selected.

<table>
<thead>
<tr>
<th>Menu Item</th>
<th>Icon Name</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>DVIR</td>
<td></td>
<td>Accesses the Omnitracs XRS Driver Vehicle Inspection Reports</td>
</tr>
<tr>
<td>HOS</td>
<td></td>
<td>Accesses the Hours of Service area where drivers can view and modify their status.</td>
</tr>
<tr>
<td>Messages</td>
<td></td>
<td>The driver’s complete message inbox is located through the App Messages icon. The number of unread messages is noted in the red circle.</td>
</tr>
<tr>
<td>Schedule</td>
<td></td>
<td>Accesses the driver’s schedule. The number of unread schedule items is noted in the red circle.</td>
</tr>
<tr>
<td>Unplanned Stop</td>
<td></td>
<td>A driver can input stops that are not part of their scheduled route using this menu item.</td>
</tr>
<tr>
<td>Co-Driver Login</td>
<td></td>
<td>Drivers not currently logged in (co-drivers) can log into Omnitracs XRS through this icon.</td>
</tr>
<tr>
<td>Logout</td>
<td></td>
<td>Drivers can logout from Omnitracs XRS using this menu item.</td>
</tr>
</tbody>
</table>
Hours of Service (HOS)

The HOS function of Omnitracs XRS monitors On-duty, Off-duty, Sleeper Berth and Drive time. Driver logs feature multiple information displays such as current Driver Info, Daily Total, and activity occurring over the Previous 8 Days.

Adjust your status on the Omnitracs XRS Mobile dashboard by touching any element in the HOS area. The HOS function features Automatic Duty Status change when the vehicle is in motion. A device that is in On Duty status will automatically switch to Drive when the vehicle moves.

The Change Duty Status screen reveals current Duty Status, remaining Drive and Duty Time, as well as any violations currently applied to the driver status.

Touching the HOS area on the home page or selecting the HOS icon in the Apps section opens the HOS Log.

Adjust the view of hours on the HOS Log by selecting the magnifying glass icons at the bottom. You can also adjust the view by pinching your fingers together or spreading them apart while touching the screen.

Scroll through previous HOS logs with the directional arrows above the log graphic. Swipe the log graphic to view other hours in the driver’s day.

The tabs below the graph offer summary data based on the HOS log.

The Remarks section provides an explanation of each segment in the HOS Log.
## FMCSA Hours of Service Rules Summary

The following table summarizes the HOS regulations for property-carrying drivers.

<table>
<thead>
<tr>
<th>Hours of Service Rules Summary</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>11-Hour Driving Limit</strong></td>
</tr>
<tr>
<td><strong>14-Hour Limit</strong></td>
</tr>
<tr>
<td><strong>Rest Breaks</strong></td>
</tr>
<tr>
<td><strong>60/70-Hour Limit</strong></td>
</tr>
<tr>
<td><strong>Sleeper Berth Provision</strong></td>
</tr>
</tbody>
</table>

**NOTICE:** The Consolidated and Further Continuing Appropriations Act of 2015 was enacted on December 16, 2014, suspending enforcement of requirements for use of the 34-hour restart.

The FMCSA regulation changes enacted an evaluation period that suspended enforcement of the following requirements:

- To begin a new 34-Hour Weekly Reset, 168 hours have passed since the start of the previous Reset
- A 34-Hour Weekly Reset contain two consecutive 1:00 a.m. to 5:00 a.m. time periods

[www.fmcsa.dot.gov/regulations/hours-service/hours-service-drivers](http://www.fmcsa.dot.gov/regulations/hours-service/hours-service-drivers)
Messages

The Omnitracs XRS Messages function provides up-to-the-moment system information through communications and status alerts. Access the Message area by selecting the Messages icon from the Apps area or by touching any part of the Messages area on the Home page.

Administrators can send messages like route changes and scheduled forms to the driver’s handset through the Messages function. By default, Omnitracs XRS makes these messages audible. Adjust the message settings by navigating to Settings > Message Settings.

Messages can be created from the Messages Inbox by selecting the New Message icon.

Form messages are templates designed for frequently sent messages. They often contain fields used to gather information sent with the messages. For example, the Arrive Shipper form message shown below asks for Number of Pieces and Weight of the shipment before sending the message from the driver to the administrator.

When sending a message, the sender is able to assign a priority—Low, Medium, or High—depending on the urgency.
Driver Vehicle Inspection Report

The Driver Vehicle Inspection Report section provides pre- and post-trip inspection functionality. You may also certify repairs in this area. To perform an inspection or certify a repair, your status must be On Duty in Omnitracs XRS. After accessing the DVIR area, you have the option to inspect a vehicle or a trailer, certify repairs, or view an inspection summary. You may also add comments to each inspection for greater detail and improved repair processes. Performing the DVIR process is one method to connect a mobile device to the Omnitracs XRS Relay installed in a vehicle.

**NOTE:** The Omnitracs XRS Mobile application will soon update according to recent FMCSA changes regarding Driver Vehicle Inspection reports. This Driver Guide will be updated when the application is updated.

Inspection

An inspection can be performed once a driver’s status is set to On Duty. Place check marks next to any area requiring attention or repair.

Following the inspection, you may add comments and report that the vehicle may not be safe for use because of an issue revealed during the inspection.

- Vehicles must be pre-trip inspected before trailers.
- Trailers must be post-trip inspected before vehicles.
- To avoid violation, a pre-trip must correspond to a post-trip inspection.
- Driving before a pre-trip inspection prompts a violation warning.
Inspection Summary

The Inspection Summary page provides information about the most recent inspection as well as prior inspections with outstanding defects for the selected vehicle.

Certify Repairs

Vehicle defects can be confirmed as “repaired” with the Certify Repairs function available in the main DVIR menu.

Vehicle Association

Vehicle Association is the process of connecting a mobile device to a vehicle without having to perform a DVIR. A driver is able to connect with a vehicle by:

- Performing a Pre-Trip DVIR inspection while in an ON Duty status.
- Performing a direct Vehicle Association while in any duty status.

Drivers may want to connect to a Relay using the Vehicle Association function rather than the DVIR method because:

- A third-party DVIR solution is being used and the driver does not need to perform a Pre-Trip inspection in Omnitracs XRS.
- The driver is only required to perform a Post-Trip inspection, in accordance with regulations.
- The driver is declaring Personal Conveyance.
- The driver only wants to use the Omnitracs XRS Mobile Time Clock application.
Short-Haul Exemption

Omnitracs XRS Mobile meets FMCSA regulations http://www.fmcsa.dot.gov, which state that a CDL short-haul exemption driver:

- Operates within a 100 air-mile radius of the normal work operating location.
  - 100 air miles = 115.08 statute miles
- Returns to the work reporting location.
- Is released from work within 12 consecutive hours.
  - A driver’s ON Duty time is limited to 12 hours when using the short-haul exemption.
  - Switching over to federal rules returns 2 hours of ON Duty time; however, 30-minute break requirements that affect Drive time are in effect under federal rules.
  - Driving under federal rules without taking required 30-minute breaks after 8 hours of driving will put a driver in violation.
  - A driver’s Drive time remains at the normal 11 hours when using the short-haul exemption.
- Takes 10 consecutive hours OFF Duty before returning to ON Duty.

Select the Short-Haul Exemption

After a driver has been OFF Duty for at least 10 consecutive hours and the fleet Admin has enabled automatic short-haul, a driver in that organization will automatically be using the short-haul exemption when the driver switches to ON Duty at the beginning of the day.

If the driver’s organization is not configured to automatically select short haul, the Driver will see this decision screen when going into an ON Duty status.

Select “No” and Omnitracs XRS Mobile will not use the short-haul exemption. Omnitracs XRS Mobile will default to the last-used rule set.

Select “Yes” to enable the short-haul exemption, which will be reflected on Omnitracs XRS Mobile screens.
Short-Haul Exemption Mobile Screens

When switching HOS status, the driver sees the Change Duty Status screen to confirm HOS data.

If the short-haul exemption is being used, it will be acknowledged here.

The driver’s HOS Log displays the rule exemption.

The Driver Dashboard features an Air Miles Away counter that monitors the 100-mile radius limitation restricting drivers using the short-haul exemption.
Short-Haul Exemption Messages

Drivers may see a variety of short-haul-related messages when using the exemption.

**Driver Radius Warning**

When a driver is inside a specific distance from the edge of the 100-mile radius, a warning appears on Omnitracs XRS Mobile.

This warning is configured on the Omnitracs XRS Website.

**Driver Exceeded Miles Warning**

When a driver has driven beyond the 100 Air Mile radius, a warning will be displayed and the driver’s rule set will switch back to the default US Federal rule.

**Driver Exceeded Duty Time Warning**

When a driver exceeds 12 hours of allowable ON Duty time while using the short-haul exemption, a warning will be displayed and the driver’s rule set will switch back to the default US Federal rule.
Disable the Short-Haul Exemption

When a driver knows the mile radius or ON Duty time will be exceeded, it is recommended that a driver disable the short-haul exemption and return to the default federal rule set that is selected for the driver's organization. This will enable HOS reminders, including prompts for 30-minute breaks required when using Federal rule sets.

Once the short-haul exemption has been disabled, drivers must be in OFF Duty status for 10 hours before Short Haul can be declared again. Confirm that Short Haul should be disabled before selecting Disable Short Haul.

To disable the short-haul exemption and change to the default Federal rule set:

1. From the Omnitracs XRS Mobile Dashboard, select the HOS menu item.
2. The HOS Log screen appears. Select the Menu button near the edge of the device. The HOS Menu appears.
3. Select Options.
4. Select Disable Short Haul.

The default federal rule set will now be used.
Schedule

The optional Omnitracs XRS Schedule application automates the load or order status update process for drivers and dispatchers. A list of stops will be provided in the Schedule application once they are assigned to a driver. Check with your fleet manager to see if this application should be enabled on your device.

Just as with messages sent to your inbox, Scheduled Stops can be recalled or deleted from the Omnitracs XRS Schedule application on your device. If a scheduled stop is recalled or deleted, a notification is automatically sent to your device—saving you from making an un-needed stop.

The Schedule application presents Scheduled Stops in three different tabs—**Today**, **Past**, and Future. If your load or trip spans many days and is not on the **Today** tab, it could be in the Future depending on the expected date/time of the stop.

Stops are identified by the name and/or address of the site and are listed in one of three ways: sequence number assigned by a dispatch application, chronologically, or by when the stop was received by the device.

Selecting a stop from the Stop List (summary view) opens a new page entitled Stop Detail, which includes all of the details for the Stop as provided by your fleet. Other details that are not visible here, such as geo-fence and latitude/longitude GPS data, are used by the Omnitracs XRS Schedule application to monitor arrivals and departures from Stop locations. Stops have three progressions: Begin, In Progress, and Complete.

**Begin a Stop**

To Begin a stop, the Omnitracs XRS Schedule application (in most cases) will recognize when the vehicle has stopped within a site location (latitude/longitude of a Stop). In this case, the Schedule application will automatically begin the Stop, sending an “arrive” event to the Omnitracs XRS host application. Only one stop can be in progress at a time. If you are unable to “begin” a stop, it’s likely a previous stop is still in progress and needs to be completed.

**NOTE:** If the Stop does not begin automatically, select **Begin**.
When the stop has begun and the “arrive” event has triggered, the Stop will go into an “In Progress” state denoted by a green dot on the My Schedule page. A check mark indicates the stop has been completed. A red dot means the stop has not yet begun.

Detention

Once a Stop is In Progress, Omnitracs XRS tracks the amount of time spent at the stop until you depart. If configured to monitor for Detention, the Omnitracs XRS Schedule application will alert you and the host if the detention time has elapsed. (Detention time limits are configured by the fleet manager).

Activities

When you reach a scheduled stop, the mobile instructions may feature pre-set activities for you to perform—picking up pallets, describing item conditions, etc.

Once the Stop is in progress and there are tasks assigned, an Activities button will appear.

Select the Activities button to fill in required fields such as pallet count or the ID of a new trailer.

Some items—Fuel Level and Latitude/Longitude, for example—are automatically added to the form.

These reply forms are often integrated into a dispatch application to automatically update order information in the dispatch screens.
Adding Unplanned Activity

Once a driver has selected the option to begin a stop, the option to **Add Unplanned Activity** is available on the **Stop Detail** screen. This option can be used to add and record activities that were not originally assigned to the stop.

For example, a driver can select **Add Unplanned Activity** to record details about an unplanned delivery that was made as part of the stop.
Editing Activity Details and Sending Reply Forms for an Activity

If necessary, drivers can modify the details for each activity that is part of a stop. For example, if the route originally specified that 100 units of milk should be dropped off at a location, a driver can change the value if they only need to drop off 75 units.

To change the details for an activity, drivers should select the activity title from the Stop Detail screen in order to view activity options.

Select **Edit Activity** to view the **Edit Activity** screen. Drivers can use this screen to update activities with what occurred at the stop.
Select **Reply Activity** to view and complete the Reply Form associated with the stop. Drivers may be required to complete a form for some activities in order to provide additional details about the activity that occurred during the stop.

Example form that could be displayed when performing a pickup activity at a stop:

![Example form](image)

**Complete a Stop**

To complete the Stop, depart the stop by driving from the site location. A depart event will trigger automatically once the vehicle exits the geo-fence.

NOTE: If you had to manually begin the Stop, then you will likely need to manually complete the Stop. Select **Complete** for the Stop that is shown as In Progress. (Only one Stop can be In Progress at one time.)

Just as with messages sent to your inbox, Scheduled Stops can be recalled or deleted from the Omnitracs XRS Schedule application on your device. If a scheduled stop is recalled or deleted, a notification is automatically sent to your device—saving you from making an unnecessary stop.
Trip Management

The Trip Management feature of Omnitracs XRS can be used to assign routes to drivers or vehicles and to analyze the estimated and actual activities associated with each route.

Accepting Routes

Routes are assigned to Drivers or Vehicles from the Manage Routes page on the Omnitracs XRS Website. Omnitracs XRS Mobile users then accept assigned routes to their device.

Routes Assigned to Drivers

Routes assigned to Drivers are retrieved during login then available for acceptance before the mobile dashboard appears.

Routes Assigned to Vehicles

Routes assigned to Vehicles are retrieved after a driver performs a Pre-Trip inspection. The Omnitracs XRS Mobile dashboard (left) displays a prompt for a Pre-Trip DVIR.

The route is actually assigned to the Relay that is coupled with the vehicle. When the driver performs a Pre-Trip, the driver and Omnitracs XRS Mobile become associated with the Relay and any routes the Relay has had assigned to it. The route will then be available through the Schedule menu item.
Accepted Route Appears on Mobile

The dashboard displays a vehicle in a route. The small truck icon next to the vehicle name (daina_spyder) signifies that a route has been accepted.

Once accepted, data for the current route will appear on Omnitracs XRS Mobile under the Schedule icon. The route will also appear as "Accepted" next to the driver and vehicle in FleetView on the Omnitracs XRS Website.
Suspending a Route

Drivers can suspend routes that are currently in progress and resume them later.

Drivers can suspend, end, or resume a route through the **Route Detail** page under the **Schedule** icon. Drivers may also add an unplanned stop from this page.

The sequence below is displayed before a driver logs out. When a driver suspends a route the route may be resumed depending on how the route was assigned:

- If a route was assigned to the driver and the driver suspends the route, the suspended route cannot be resumed after a logout.
- If a route was assigned to the vehicle and the driver suspends the route, the suspended route cannot be resumed after a Post-Trip DVIR has been performed.

Suspended routes that can't be resumed can be reassigned through the Omnitracs XRS Website **Manage Routes** page.
Automatically Suspended Routes

Omnitracs XRS Mobile will automatically suspend the currently active route when the following events occur:

- If a driver logs out of Omnitracs XRS Mobile while a driver-assigned route is in progress, Omnitracs XRS Mobile will prompt to either end the route or suspend the route if there are stops yet to be completed.

- When a driver performs a Post-Trip DVIR in Omnitracs XRS Mobile while a vehicle-assigned route is in progress, Omnitracs XRS Mobile will prompt to either end the route or suspend the route if there are stops yet to be completed.

When a driver logs out of Omnitracs XRS Mobile while a driver-assigned route is in progress, Omnitracs XRS Mobile will prompt to either end the route or suspend the route if there are stops yet to be completed.

Suspended Route Messages

Once a route is suspended, Omnitracs XRS Mobile displays a message to inform the driver the route is suspended. A message is also sent to the driver’s inbox with details about the suspended route.
Assigned Route Alerts

Omnitracs XRS Mobile provides notifications when a route has been assigned after the driver has logged in.

**Route Assignment Alert in ON Duty Status**

If a driver has a route assigned while in ON Duty status, a pop-up message will be displayed. If the device is able to convey audible alerts (e.g., volume is up), the ON Duty status driver will receive an audible alert when a new route has been assigned.

**Route Assignment Alert in Drive Status**

If a driver has a route assigned while in DRIVE status, a red screen with a message will be displayed. If the device is able to convey audible alerts (e.g., volume is up), the Drive status driver will receive an audible alert when a new route has been assigned.

Automatically Completing Routes

If configured on the Omnitracs XRS Host, a route can be automatically completed when the following occur:

- A driver logs out of Omnitracs XRS Mobile.
- When a stop has planned cargo activity (e.g., dropping off materials) and the driver auto-departs the site, Omnitracs XRS Mobile can automatically accept that the activities were performed and the driver will not need to touch the screen.
Logout

The Omnitracs XRS Login function is designed for co-driver login as well as current driver logout. Like primary drivers, co-drivers are unique users in the Omnitracs XRS system and will be prompted for a username and password during login.

Drivers are able to log out within the same application. Drivers logging out are able to adjust their logout time and add a remark about the adjustment. Adjustments to logout time can be made with the and the icons.

Driver-related data is portable so that you are able to log in to different devices day to day (slip seating, for example).

Offline Logout

In the event a cellular or internet connection is not available at logout, Omnitracs XRS Mobile will save unsent data until a connection becomes available. Any unsent data will stay with the device, even if device power is lost, until a cellular or internet connection is re-introduced. The device must be on and Omnitracs XRS Mobile must be running for data to transfer when a connection does become available.

The message “Performing an offline logout” is displayed when a driver attempts to log out and a network connection is unavailable.
If an Offline Logout has occurred and Omnitracs XRS Mobile has stored data that needs to be sent to the Omnitracs XRS Host, the Login screen displays the message “Please do not power down or exit.”

Drivers should allow the Omnitracs XRS Mobile application to continue running on the mobile device in order to allow stored data to be sent to the Omnitracs XRS Host as soon as a network connection becomes available. Omnitracs XRS Mobile can send data to the Omnitracs XRS Host as long as the application is running. Drivers do not have to be logged in for the stored data to send.

**Settings**

The Settings module provides access to the configuration of your Omnitracs XRS application. From this area, you are able to adjust power usage, language settings, and message characteristics.

The **Settings** menu features access to information about your specific version of Omnitracs XRS, such as software version, Bluetooth ID, and Relay data.

This area also provides update functions for the mobile software as well as the Omnitracs XRS Relay. As new releases are made available, drivers are able to update their system from this page.

Note: The Omnitracs XRS Settings are unrelated to your specific device settings, which can be accessed from your device’s Home menu.
Help

Omnitracs XRS Mobile Help is available via the Help icon on the home page. Additionally, some pages feature a direct link to information specific to that page.

Look for the question mark icon to learn more about that specific page.

The mobile Help features a table of contents and Quick Start Tasks designed to provide frequently sought information. A search field is also included for information according to specific phrase requests.

Mobile help is available for all areas of Omnitracs XRS Mobile with specific details about common driver scenarios like Work Time Extensions.

Opening the Work Time Extensions folder reveals step by step processes according to instances where that request can be applied.

Like any mobile platform, Omnitracs XRS Mobile Help has size and content restraints. Omnitracs XRS provides a comprehensive knowledge base available through a web service. The knowledge base features the same step-by-step application information as the mobile, as well as definitions, descriptions, and process schematics.
Android Icons

Though Android users can customize their displays with a selection of thousands of icons, the operating system provides four default icons on its navigation bar—Back, Home, Menu, and Search. They’re featured in the image below, along with other standard user information.

<table>
<thead>
<tr>
<th>Name</th>
<th>Device Icon</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Back</td>
<td>🔄</td>
<td>A physical button that returns the device to the previous screen.</td>
</tr>
<tr>
<td>Home</td>
<td>⏪</td>
<td>A physical button that returns the device to the Android Home screen.</td>
</tr>
<tr>
<td>Recents</td>
<td>☰</td>
<td>A physical button that displays recently-opened apps on your Android device.</td>
</tr>
<tr>
<td>Search</td>
<td>🔍</td>
<td>A physical button that opens an internet search engine or searches for items on your Android device.</td>
</tr>
<tr>
<td>Menu</td>
<td>...</td>
<td>A physical button that opens a menu for the currently displayed page.</td>
</tr>
</tbody>
</table>

Certified Devices

While Omnitracs makes every effort to ensure that its application runs with a wide variety of Android devices and operating system versions, it is possible that you may run into compatibility issues with your particular device setup. For a list of certified devices, those devices whose compatibility has been tested and certified to run Omnitracs XRS Mobile, see the following article.

http://devices.xrscorp.com
Omnitracs XRS Relay

The Omnitracs XRS Relay communicates with your vehicle's computer and allows Omnitracs XRS to read data such as odometer values, engine fault codes, and vehicle speed.

The Omnitracs XRS Relay connects to the driver's device using a Bluetooth connection. Bluetooth is a free wireless communication protocol that allows one device to communicate with another without the need for physical wires.

How do Omnitracs XRS Mobile and the Relay communicate?

Omnitracs XRS Mobile connects to the Relay, using a Bluetooth connection, when a driver performs a DVIR or uses the Vehicle Association function.

The connection is deactivated when the driver performs a POST-Trip inspection.

The Relay Status Lights

What do the lights on the Relay indicate?

- The green light indicates the status of the Relay. It should blink every 3 seconds.
- The orange light is the status of the Bluetooth connection between the Relay and your device. A solid orange light means the Relay has no data to send. When it has accumulated enough data (about 10 miles of driving) it will blink every 3 seconds. When the Relay is transmitting data, the orange light will blink every second.
Conventional use of Omnitracs XRS

This section provides a typical example of how most drivers will use Omnitracs XRS Mobile on a daily basis.

1. **Log in to Omnitracs XRS Mobile**

Omnitracs XRS will authenticate your Driver ID and Password, ask that you acknowledge a safety reminder, and then retrieve your current status.

2. **Put yourself on duty**

Touch any part of the HOS section on the front dashboard. Change your duty on the subsequent page.

Omnitracs XRS has an Automatic Duty Status Change feature that automatically moves your status to Drive once you’re in motion.

3. **Perform Pre-Trip Inspection**

Perform a pre-trip vehicle inspection to connect the mobile device running Omnitracs XRS Mobile to the Relay. Moving the vehicle before performing a pre-trip will prompt a warning message.
Navigate the HOS Log

Multiple views are available in the Omnitracs XRS Hours of Service Log. Zoom in to log information, add remarks, or view previous days.

Perform Post-Trip Inspection

Before going to Off Duty, perform your post-trip inspection. You can include remarks in the inspection that might help the repair person.

Log out of Omnitracs XRS Mobile

You may leave remarks when logging out as well as adjust your log time. Omnitracs XRS will ask you to acknowledge any errors and confirm all log entries are true and correct.

Omnitracs XRS automatically records inspection and logout information and makes it available through your office’s web user account.
Frequently Asked Questions

1. **What if my phone dies or I’m in a poor coverage area?**
   The Relay will continue to store the data necessary for HOS and motion/stop information creation. As soon as the Mobile has reconnected to the Relay again, it will download the data and send it into the Omnitracs XRS Host.

2. **What do I have to do to maintain my driver logs?**
   When you are logged into Omnitracs XRS Drive or Duty Status, the system automatically creates and saves logs. Logs can be reviewed and edited. Note: XRS Corporation cannot edit a driver’s log.

3. **What do the colors on the driver log indicate?**
   - The black line represents the log in its current state including original records.
   - A green line represents a selected section of the driver log. Sections are selected during an edit.
   - A blue line signifies any event that has been edited or added in the driver’s log.

4. **What is the range between my handheld device and the Omnitracs XRS Relay?**
   The Omnitracs XRS Relay uses Bluetooth technology, which has a typical range of 30 feet (10 meters). Drivers must be within this distance to do an inspection or Relay update.

5. **What do the lights on the Relay indicate?**
   - The green light indicates the status of the Relay. It should blink every 3 seconds.
   - The orange light is the status of the Bluetooth connection between the Relay and your device. A solid orange light means the Relay has no data to send. When it has accumulated enough data (about 10 miles of driving) it will blink every 3 seconds. When the Relay is transmitting data, the orange light will blink every second.

6. **What do I do if the green light is not lit or blinking on the Relay?**
   - If the green light is not lit or blinking, reboot the Relay (see Question 10).

7. **What do I do if my orange status light is not lit or blinking?**
   - If the orange light is not lit or blinking, be sure you have either completed your pre-trip DVIR or have performed the Vehicle Association function.
   - If you have completed your pre-trip DVIR and the orange light is still not lit, check to see if your Bluetooth radio is on. If it isn’t, turn your Bluetooth radio on. If the orange light does not return after one minute, do a Post-Trip Inspection, reboot your Bluetooth, and do another Pre-Trip DVIR.
   - If the orange light is still not lit after rebooting your Bluetooth and doing your pre-trip DVIR, you will need to reboot your relay (see Question 10).

8. **Why doesn’t my Driver Dashboard on my mobile device show when my vehicle is in motion or put me into Drive Status?**
   - Check the Relay to make sure the green and orange lights are properly displayed.
9. Why does my Driver Dashboard give me a “Lost Connection” message on my mobile device when my vehicle is in motion?
   • Check the Relay to make sure the green and orange lights are properly displayed.

10. How do I reboot my Relay?
    1. Disconnect the serial connection at the Relay for 10 seconds. Restore your connection and wait for 1 minute and the green light should return blinking every 3 seconds. If you don’t get the expected result continue to the next step.
    2. Disconnect the Relay at the diagnostic plug by turning the lock ring counter clockwise, then gently unplug for 10 seconds, then reconnect turning lock ring clockwise until it locks back into place. Return to your Relay and look for the green light to return to blinking every 3 seconds after 1 minute.

11. How do I reboot my Bluetooth?
    1. Check your mobile device to see if your Bluetooth feature is activated.
       a. If it is not, activate the Bluetooth function.
          i. If you do not know how to confirm whether your Bluetooth is activated or how to activate it, refer to your device manual.
       b. If your Bluetooth is activated, turn it off, wait 10 seconds, then reactivate.

12. What if a network connection is unavailable?
    If a network connection from Omnitracs XRS Mobile to the Omnitracs XRS System is not available and the driver that previously logged into Omnitracs XRS Mobile attempts to log in again, Omnitracs XRS Mobile will perform what is called an "Offline Login."

    An "Offline Login" allows a driver to log in and use Omnitracs XRS Mobile even though a connection to the Omnitracs XRS System is currently unavailable. Events such as duty status changes that occur while in Offline Login mode will be sent to the system once the network connection is restored. Refer to the Offline Logout section for more information.

13. How will software update with Omnitracs XRS?
    There are two methods used to update Omnitracs XRS Mobile each time a new version is released:
    • Automatic Update: If Allow Automatic Software Updates is selected on the Omnitracs XRS Host website, Omnitracs XRS Mobile will automatically search for updates when a driver logs into Omnitracs XRS Mobile. If a new version is available, Omnitracs XRS Mobile will automatically install the new version when the driver logs out.
    • Manually Update Omnitracs XRS Mobile: When a new version of Omnitracs XRS Mobile is available, drivers can install the new version manually by navigating to the About screen and selecting the Update Omnitracs XRS Mobile button.