

EZ Logs ELD user manual

How to operate the EZ Logs electronic logging device - sign in, connect, duty statuses, certifying, edits, inspections and malfunctions.

Keep this manual in the truck (paper or on the phone), together with the data transfer sheet, the malfunction sheet and at least 8 days of blank paper graph-grid logs (49 CFR 395.22(h)).

What the EZ Logs ELD is

The EZ Logs ELD has three parts that work together:

- **The EZ Logs driver app** on an Android phone or tablet. This is where you sign in, change duty status, see your hours, certify your logs and show them to an officer.
- **A Pacific Track PT30 vehicle device**, plugged into the truck's diagnostic port. It reads engine data (engine on/off, speed, odometer, engine hours, VIN) and GPS, and sends it to the app over Bluetooth.
- **The EZ Logs server**, which keeps a copy of your logs for your carrier and sends your records to FMCSA during a roadside inspection.

Your logs are recorded on the phone first, so the ELD keeps recording without a data connection. They upload when the phone is back online.

ELD detail	Where to find it
ELD provider	EZ Logs
ELD registration ID	In the app: More > Settings > About > ELD registration ID . Also shown on the roadside inspection screen.
ELD identifier	In the app: More > Settings > About > ELD identifier . Also shown on the roadside inspection screen.
Vehicle device	Pacific Track PT30 (serial number on the device label and on the ELD tab)

Signing in

Always sign in with **your own** username and password. Never use another driver's login (49 CFR 395.22(e)).

1. Open EZ Logs. On **Driver login**, enter your **Email or ELD username** and your **Password**, then tap **Log in**.
2. If your carrier gave you a temporary password, the app asks you to set a new one.
3. On **Which truck are you driving?**, pick your truck and tap **Continue with** the unit number.
4. **Connect your ELD** (see the next section).
5. **Review your hours**: confirm (certify) yesterday's log if the app asks you to.

If driving was recorded on this truck while no driver was signed in, the app asks you to review it when you sign in. See Unidentified driving.

Connecting to the vehicle

1. Make sure the PT30 is plugged in and the truck's ignition is on.
2. Open the **ELD** tab and tap **Scan QR code**, then scan the QR sticker on the PT30. You can also tap **Find device manually** and pick the device from the list.
3. When connected, the status strip at the top shows the device as connected. If it shows **ELD not connected**, check the device and Bluetooth.

The app checks that the device's VIN matches the truck you picked. If it does not match, it warns you before you continue.

Important: keep the app running and the phone near the device while you drive. If the device is unplugged or the app is not running while the truck moves, the ELD records a power or engine synchronization problem (see the malfunction sheet).

Duty statuses

The **HOS** tab shows your current status and the **Change status** buttons:

Button	Duty status
Off duty	Off duty
Sleeper	Sleeper berth
Driving	Driving
On duty	On duty, not driving

- **Driving is automatic.** When the truck moves above 5 mph, the ELD records Driving by itself. You can set Driving by hand, but the app asks **Set Driving manually?** first.
- **Status buttons are locked while the truck is moving.** Find a safe place to stop. The buttons unlock when the truck stops.
- **When the truck stops** after driving, the app shows **Vehicle stopped** and asks if you are still driving. Tap **Still driving** if you are only stopped in traffic. If you do not answer, the ELD records **On duty** automatically.
- **If GPS is not available** when you change status, the app shows **Location not available**. Type the nearest city and state (5 to 60 characters) and tap **Save**.
- Enter your trailer number(s) and shipping document number on the HOS tab under **Trailer & shipping doc**. You must enter or check them (49 CFR 395.24(c)(2)).

Personal conveyance and yard moves

These special driving categories are only shown if your carrier has enabled them. If not, the HOS tab says so.

- To start one, stop the truck, then tap **Personal conveyance** or **Yard move** under the status buttons. Add an optional comment and tap **Start**.
- While it is in effect, the HOS tab shows a card such as **PERSONAL CONVEYANCE in effect**. To end

it, stop the truck and tap the **End** button on the card (for example **End Personal conveyance**). It also ends when you change duty status or log out.

- A yard move ends when the engine is turned off, and (if your carrier set a speed cap, 20 mph by default) when the truck goes faster than the cap.
- If the engine is restarted during personal conveyance, the app asks **Continue personal conveyance?** Tap **Continue PC** or **End PC**. If you do not answer and the truck moves, personal conveyance ends and Driving is recorded.

Only use personal conveyance and yard moves as your carrier's policy and FMCSA guidance allow.

Hours-of-service clocks

The HOS tab shows how much time you have left:

Clock	What it counts
Drive	Driving time left of 11 hours
Shift	Time left in the 14-hour duty window
Break	Driving time left until a 30-minute break is due (after 8 hours of driving)
Cycle	Time left of 60 hours / 7 days or 70 hours / 8 days, as set by your carrier

The app also shows what is coming up and warns you of a **Violation**. The clocks are a guide: you are responsible for following the hours-of-service rules.

Your daily log

Open the **Log** tab to see a day: the 24-hour graph grid, totals for each status, the list of events (time, status, location, odometer, engine hours, origin), your trailer and shipping document, and your co-driver. Use **Previous day** and **Next day** to move between days.

Certifying your logs

At the end of each 24-hour period you must certify that your log is true and correct.

1. When a day has ended, the app shows **Certify your logs**. Tap **Review**, or open the day on the **Log** tab and tap **Certify**.
2. Read the statement and tap **Agree**. Tap **Not ready** to come back later.
3. If a certified day changes later (for example you accept an edit), the day shows **Changed after you certified**. Review it and tap **Re-certify**.

Edits and annotations

- **Editing your own log:** on the **Log** tab, tap a duty status event. In **Edit duty status**, choose the status and time, type the **Reason for the edit (required)** (4 to 60 characters) and tap **Save edit**. The original record is kept and shown as changed; the reason is saved as an annotation.
- **Automatically recorded driving time cannot be shortened** by the driver.
- **Edits from your carrier:** your carrier can propose a change to your log. The Log tab shows the

number of edit requests. Open **More > Edits & unidentified driving**, review each **Proposed change** and tap **Accept** or **Reject**. Nothing changes in your log until you accept. Re-certify the day afterwards.

- Decisions are saved on the phone and sent when you are online.

Unidentified driving

Unidentified driving is driving recorded on the truck while no driver was signed in.

1. Open **More > Edits & unidentified driving** (the app also asks at sign-in).
2. Tap **Claim** on each record that was your driving, or **Claim all**. Tap **Decline** for driving that was not yours.
3. Claimed driving is added to your log. Declined records stay with the carrier for review.

Team driving

If you drive as a team, both drivers use the same phone and ELD, each with their own login.

1. With the truck stopped, open **More > Team driving** and tap **Add a co-driver**.
2. The co-driver enters their own **Co-driver username or email** and **Password** and taps **Log in co-driver**.
3. To change who is driving, stop the truck and tap **Switch driving**.
4. If driving was recorded for the wrong team member, long-press the driving event on the Log tab and choose **Reassign driving to the co-driver**. An annotation is required and the co-driver must confirm.
5. To end team driving, tap **Log out co-driver**.

Vehicle inspection reports (DVIR)

Open **More > Vehicle inspection (DVIR)** or the card on the HOS tab to do a pre-trip or post-trip inspection, record defects and sign. When needed, the app asks you to **Review and sign the previous DVIR before driving**.

Roadside inspection

When an officer asks for your logs, open **More > Roadside inspection**. The inspection screen is read-only and shows today and the previous 7 days. You can send your records to FMCSA from the same screen. Follow the step-by-step data transfer sheet.

Malfunction and data diagnostic indicators

- A **red** card **ELD malfunction** on the HOS tab (and a red status strip) means the ELD is not working correctly. Tap it for **What to do now**. Switch to paper logs and follow the malfunction sheet.
- A **Data diagnostic** card means a data problem that you should fix (for example, unidentified driving to review). You can keep driving and do not need paper logs.

Logging out

1. Open **More** and tap **Sign out**, then confirm.
2. The app uploads your remaining records first. If some cannot be uploaded (no signal), it tells you. Tap **Try again** when you have signal, or **Sign out anyway**: your records stay safely on the phone and upload later.
3. Signing out ends any personal conveyance or yard move.

Getting help

Contact your carrier first. Your carrier can contact EZ Logs support from the web portal.