

How Do I...

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About DriverConnect

DriverConnect is an integrated platform that consists of the DriverConnect app installed on an Android™-based device (a tablet or a smartphone), a cloudbased web portal, and a Rand McNally ELD.

The ELD automatically gathers data as you drive, and sends the data to your Android[™] device or tablet over Bluetooth[®]. DriverConnect uses an internet connection (cellular or Wi-Fi[™]) from your Android[™] device to store that data in a cloud-based online account.

DriverConnect:

- Automatically calculates your Hours of Service (HOS).
- Displays work timers that tell you how much time you have left in your driving session, driving shift, work day, and work cycle.
- Displays break timers that calculate time left in your break, and how long until your work cycle restarts.
- Displays gauges with details about your engine's performance.
- Creates driving logs for Law Enforcement Officer (LEO) inspections.
- Enables messaging services between drivers and fleet managers.
- Stores more than 6 months of driving logs in the DriverConnect Cloud services.
- Provides certifiable Driver-Vehicle Inspection Reports (DVIR).
- Automatically tracks your state-to-state driving for IFTA reporting.
- Allows you to take and store a picture of your fuel receipt.
- Provides forms-based workflows for completing common tasks.

Terminology

These terms are used throughout this guide:

- ELD is short for Electronic Logging Device. An ELD connects directly to your truck and send information over Bluetooth® to your Android™ device or tablet. Your ELD refers to the specific Rand McNally ELD installed in your vehicle, such as the ELD 50 or DC 200.
- Your Android™ Device means the Android™-based smartphone or tablet on which you have installed and use the DriverConnect app.
- HOS means your Hours of Service. This is the amount of time spent
 On Duty, Driving, in the Sleeper Berth, and Off Duty.
- A DVIR is a Driver-Vehicle Inspection Report. You need to complete one before and after each driving session.
- **IFTA** is the International Fuel Tax Agreement. DriverConnect automatically tracks your state-to-state driving for easier IFTA reporting.
- Your Fleet Manager is the individual at your organization who typically interacts with drivers by managing logs and reports, performing dispatch, etc.
- A Law Enforcement Officer (or LEO) may request to see your Logbook on a traffic stop to ensure compliance. DriverConnect has a special Inspection Mode for these situations.
- The DriverConnect Portal is the web-based component of DriverConnect that allows you to access reports and driving history, plus additional features not available in the app. You can access the portal at: https://driverconnect.randmcnally.com

Set Up DriverConnect

To set up the DriverConnect app for the first time, you need to either create a new account, or log in with an existing Driver ID.



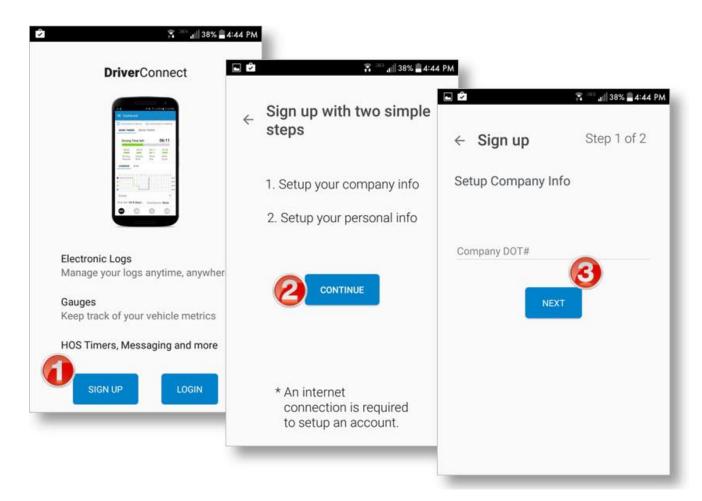
Get Started with a New Account

Use these instructions if you:

- ❷ Have a Rand McNally ELD 50 in your vehicle and powered on.
- ② Do **not** have a Driver ID or a Company ID assigned to you by your organization. (If you do, see page 14 to log in.)

To get started with a DC 200 and a new account, see page 13.

Enter Your Company and Account Details



- 1. When you open DriverConnect for the first time, tap **SIGN UP**.
- 2. Read the setup information and tap **CONTINUE**.
- 3. Enter your Company DOT Number in the **Company DOT#** field and tap **NEXT**.

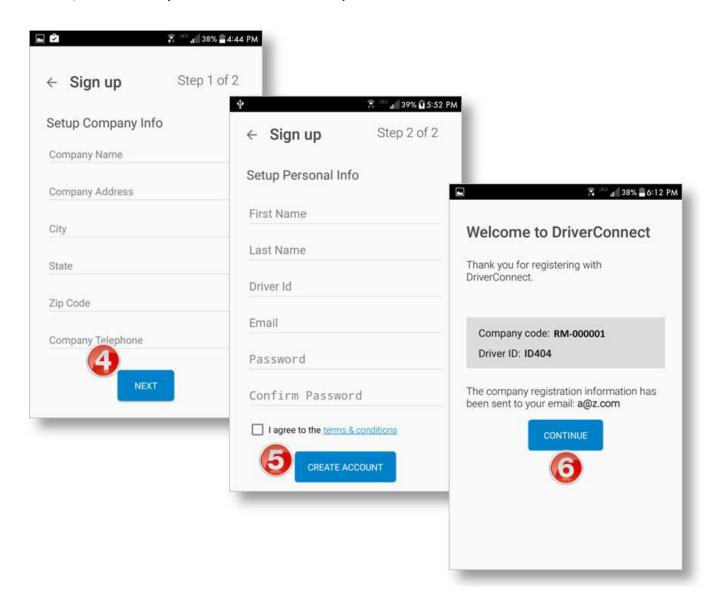
If the Company DOT number is found in our system, it means that your company has already set up a DriverConnect account. Please contact the DOT administrator in your fleet, or a Rand McNally customer service representative at 1-877-446-4863.

- 4. Enter your company's information and tap **NEXT**.
- 5. Enter your personal information, and select the checkbox to agree to the terms and conditions. Tap **CREATE ACCOUNT**.

The Welcome page displays, showing your Company Code and Driver ID. You will need these to log in next time. These are also sent to the email that you have entered. You'll also use this email address and password to log into the DriverConnect portal.

6. Tap **CONTINUE**.

Next, connect your account with your ELD 50.



Connect a New Account to an ELD 50

After creating your new account, you need to complete three tasks to connect it to your ELD 50:

- Pair Your Android™ device to the ELD
 50
- Confirm your 30-day free trial
- Complete Setup

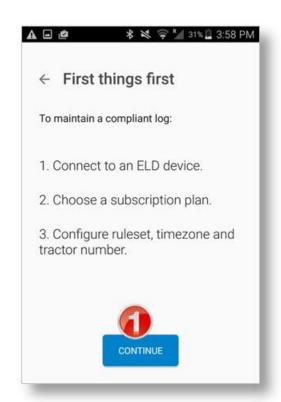
You need to finish all of these steps in order.

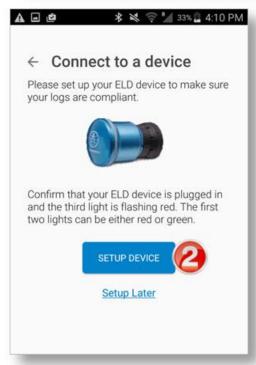
Pair Your Android™ Device to the ELD 50

- 1. On the **First things first** screen, tap **CONTINUE**.
- 2. Tap **SETUP DEVICE** to connect your Android[™] device with your ELD.

If you do not have an ELD yet, tap **Setup Later**, then **Continue**without an ELD device.





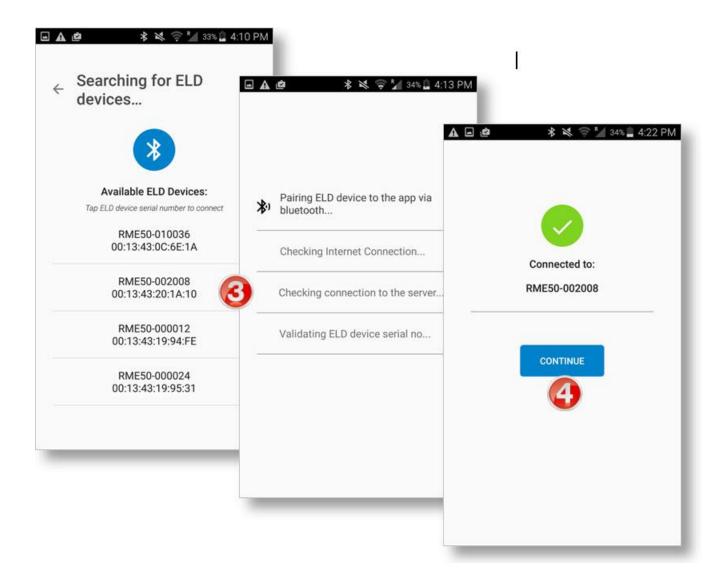


3. Tap the serial number of the ELD 50 you are going to use.

If you don't see it listed, make sure it is powered on, and tap **Scan Again**. If you still don't see it listed, view the Troubleshooting section on page 90.

Your Android[™] device will now connect to the ELD via BlueTooth[®], connect to the DriverConnect cloud service, and register the ELD to your company.

4. Once connected, your Android™ device will display "Connected to:" followed by the ELD serial number. Tap **Continue**.



Confirm Free Trial

The ELD 50 includes a complimentary 30-day free trial of the **Core** plan. See page 88 for information on the different plan types.

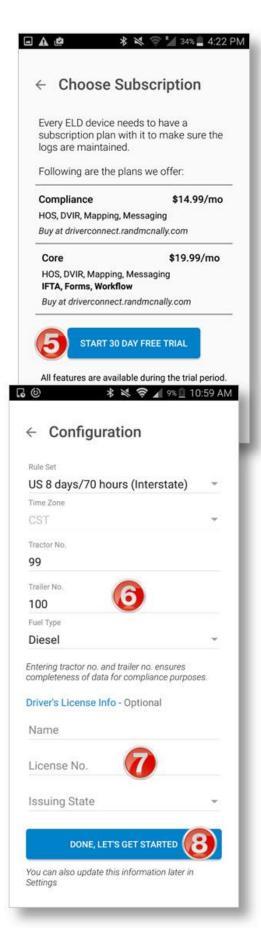
5. Tap **START 30 DAY FREE TRIAL** to continue.

To purchase a subscription plan, visit the DriverConnect portal at

https://driverconnect.randmcnally.com.

Complete Setup

- 6. On the **Configuration** screen, select a rule set and time zone, enter your tractor and trailer number, and select a fuel type to use for this tractor.
 - You can change this information later in your Settings. See page 80.
- 7. (Optional) Enter your driver's license information in the **Driver's License**Info section.
- 8. Tap **DONE, LET'S GET STARTED** to complete the setup and view your Dashboard (page 20).



Connect a New Account to a DC 200

To connect a new account to a DC 200, you need to call a Rand McNally support agent at: **1-877-446-4863**

The agent will assist you in setting up the DC 200.

If you have a DC 200 and have already been assigned a Company Code, a Driver ID, and a Password see Get Started with an Existing Driver ID on page 14.



Connect a New Account to a DC 200 S

To connect a new account to a DC 200 S tap on signup button on DriverConnect app and register a fleet as shown in page 9. Then search for the DC 200 S and pair with it as shown in page 11. This will register the DC 200 S serial number to the fleet.

You can confirm the free trial and complete the setup as shown in page 12 or buy a subscription plan from the DriverConnect portal.



DC 200 S

All the sections in this document related to DC 200 also applies to DC 200S.

DriverConnect User Guide

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Get Started with an Existing Driver ID

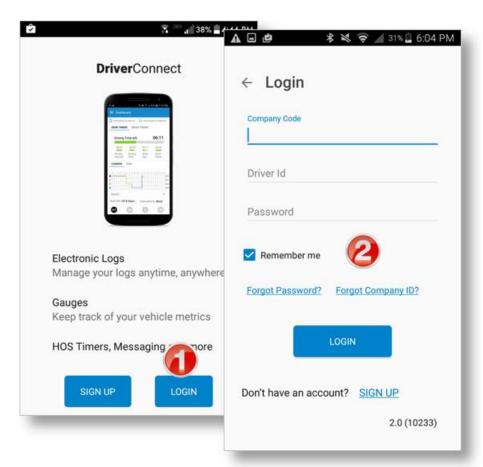
Use these instructions if you already have a Company Code, Driver ID, and Password. You will also need your ELD's serial number.

To set up your account, your Android™ device needs to have:

- Bluetooth[®] enabled (to link with your ELD)

Log In

- 1. When you open DriverConnect for the first time, tap **LOGIN**.
- 2. Enter the Company Code, Driver ID, and Password that your



organization assigned to you, and tap **LOGIN**.

Select the

Remember Me

checkbox to have
DriverConnect
remember your
Company Code and
Driver ID
information the next
time you use the
app. You will always
need to enter a
password for
security reasons.

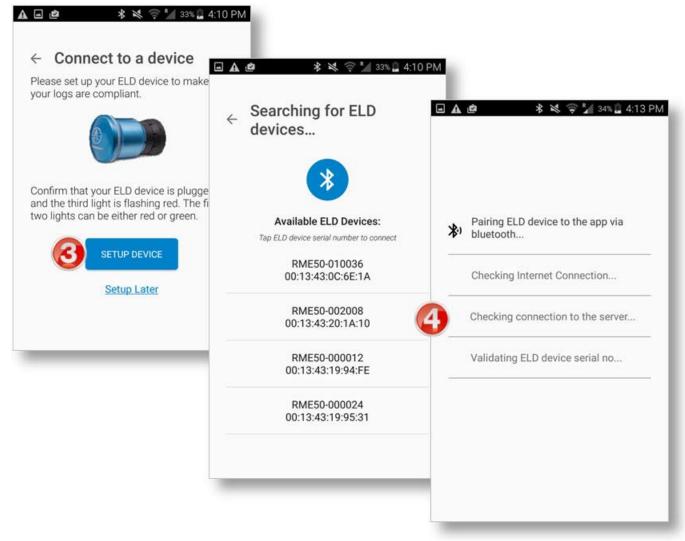
Connect Your Android™ Device to Your ELD

3. Tap **SETUP DEVICE** to connect your Android™ device with your ELD.

If you do not have an ELD yet, tap **Setup Later**, then **Continue** without an ELD.

4. Tap the serial number of the ELD you are going to use.

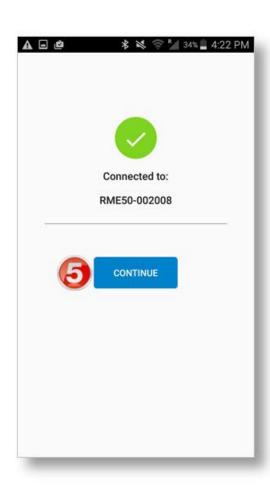
Your AndroidTM device will now connect to the ELD via BlueTooth[®], connect to the DriverConnect cloud service, and validate that the ELD is registered to your company.

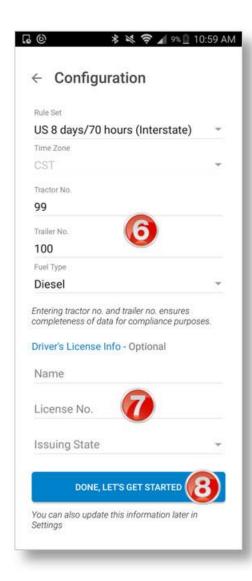


5. Once connected, your Android™ device will display "Connected to:" followed by the ELD serial number. Tap **CONTINUE**.

Complete Setup

- 6. On the **Configuration** screen, select a rule set and time zone, enter your tractor and trailer number, and select a fuel type to use for this tractor.
- 7. (Optional) Enter your driver's license information in the **Driver's License Info** section.
- 8. Tap **DONE, LET'S GET STARTED** to complete the setup and view your Dashboard.

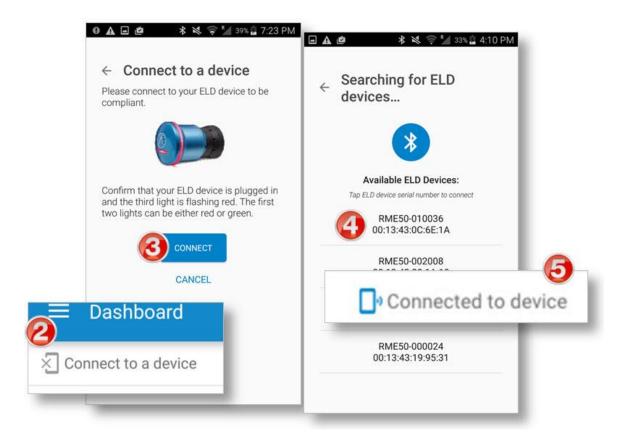




Connect to a New ELD

Sometimes, you may need to connect your Android™ device with a different ELD. This is common if you drive different trucks in the same fleet, and switch from one to another.

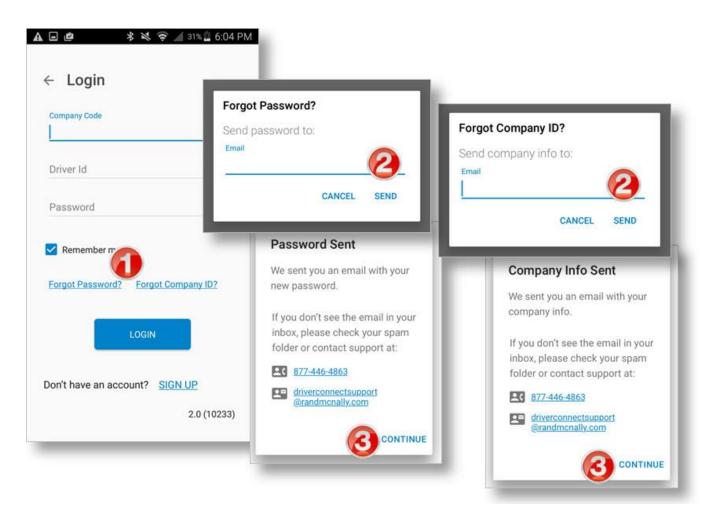
- 1. Make sure that Bluetooth® is enabled on your Android™ device, the ELD is powered on, and you are in range.
- 2. Login first on your Android™ device, and then tap **Connect to a device** (on the Dashboard).
- 3. Tap CONNECT.
- 4. Select the new ELD from the list.
- 5. The Connection Status section in the Dashboard displays the connection to the new ELD.



Retrieve a Forgotten Password/Company ID

If you forget your password or your company code and you cannot log in from the Login screen, follow these steps. You will need access to the email address linked with your account.

- 1. Tap Forgot Password? Or Forgot Company ID? On the Login screen.
- 2. Enter your email address, and tap **SEND**.
- 3. Once the confirmation page displays, follow the directions in the email you receive.
- 4. Tap **CONTINUE** to close the confirmation page and log in.

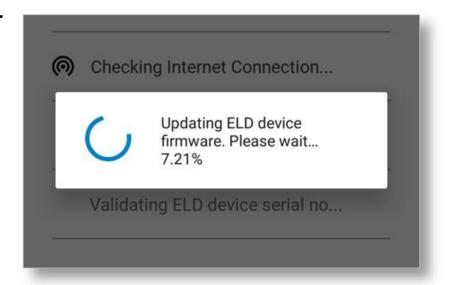


Update Device Firmware

Sometimes, your ELD will need to be updated after you download a new version of the DriverConnect app. This process happens automatically when the app reconnects with the ELD.

IMPORTANT: Do NOT disconnect power from either the Android™ device OR the ELD or turn off Bluetooth® during this time.

Once the update is complete, you can continue using the app normally.





Get Around the DriverConnect App

Use the Dashboard

1. Main Menu

Tap to access the main functions of DriverConnect. See page 25.

2. Alerts

Tap to view driving alerts. Page 60.

3. Connection Status

Shows connection status of Android™ device and ELD.

4. Timers

Show the time left in your work and break cycles.

5. **Log / DVIR**

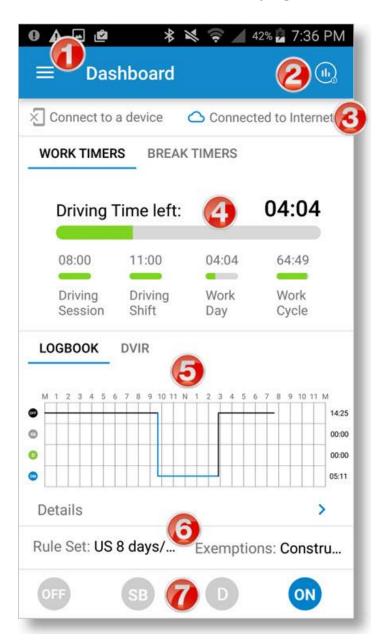
Shows a log graph and current DVIR summary, with links for editing. Page 39.

6. Rule Sets

Show your current rule set and exemptions. Page 81.

7. Status Buttons

Tap to change your duty status. Page 27.



Dashboard Details

Events

The **Events** icon in the upper right corner



of the Dashboard displays a notification when you have an alert or a driving event. Events include hard braking, speeding, and idle time. See Page 60.

Connection Status



- The status on the left shows if your Android™ device has a Bluetooth® connection to your ELD. If the ELD is not connected to the Android™ device, it will store driving data and then transfer data when it is connected to the Android™ device
- The status on the right shows if your Android[™] device is connected to DriverConnect cloud services.
 Tap to display connection details.

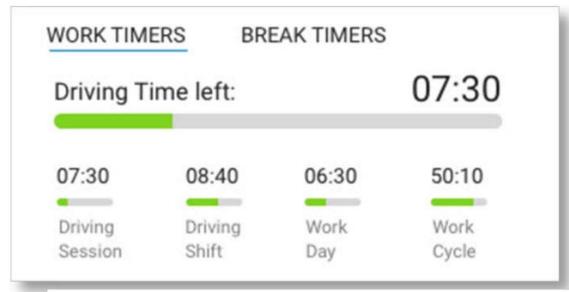
Tap either link to display connection details in a popup screen. Tap **Close** to return to the Dashboard.

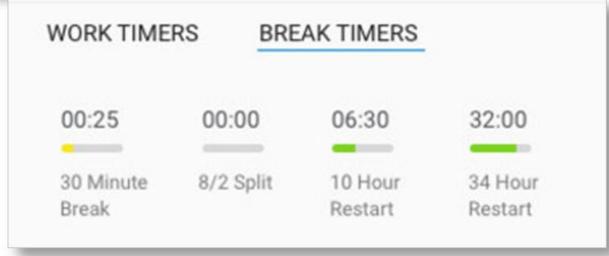


More Dashboard Details

Timers

- Tap the **WORK TIMERS** and **BREAK TIMERS** links, or swipe left and right, to switch between views.
- **Work Timers** show how much drive time and work time you have left for today, and for the rest of your drive cycle. The graphs automatically update based on your rule set (page 81).
- **Break Timers** show how much time you have left on your break, in your splits, and until your restarts.



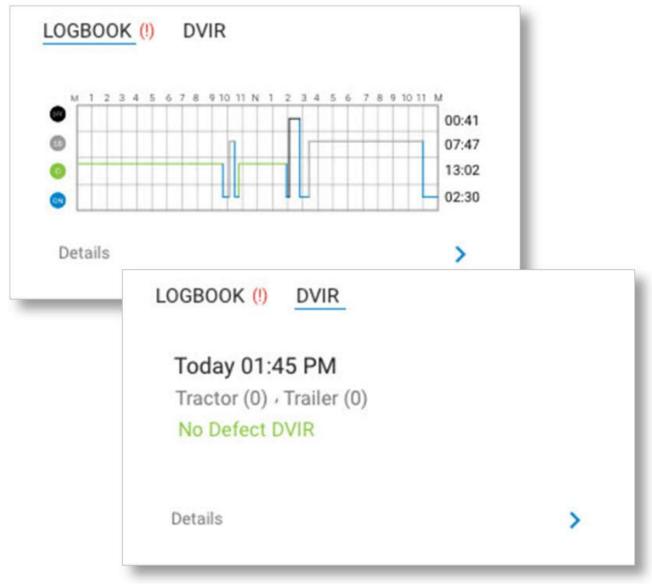


More Dashboard Details

Log / DVIR

- Tap the **LOGBOOK** and **DVIR** links, or swipe left and right, to switch between tabs.
- The **LOGBOOK** tab displays a summary graph of your HOS.
- The **DVIR** tab shows a summary of your most recent DVIR.
- Tap the **Details** link on either tab to view details.

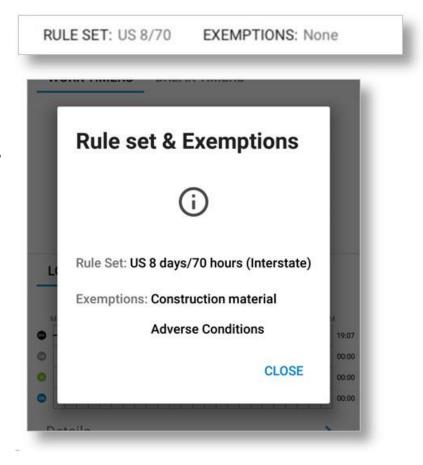
A red exclamation mark (!) next to one of these categories means there is a logbook violation.



More Dashboard Details

Rule Sets

- This section shows your current rule set and exemptions.
 Tap to display a detailed view.
- See page 81 for details on changing your rule set and exemptions.



Status Buttons



- Tap to change your duty status. See Page 27, Set My Duty Status.
- Your current status displays in color. Inactive statuses are grayed out.

Use the Main Menu

Dashboard: Tap to return to the Dashboard. See page 20.

Inspection Mode: Create reports and send them to a LEO. Page 62.

DVIR: Create and send DVIRs. Page 53.

Logbook: View, edit, certify, and send your logs. See page 39.

Fuel Purchase: Log a fuel purchase. Page 48.

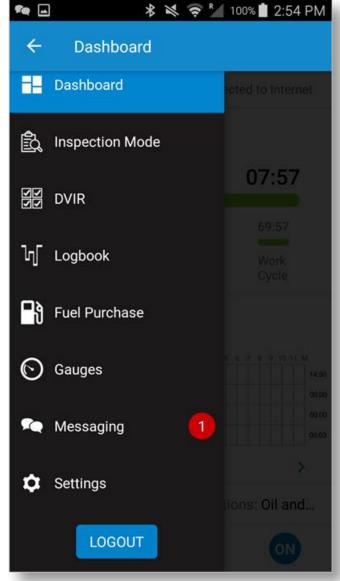
Gauges: View real-time driving gauges. Page 33.

Messaging: Send and receive messages, forms, and

workflows. A red icon shows if you have new messages. Page 68.

Settings: Change your settings. Page 80.

LOGOUT: Tap to log out and return to the Login screen. Page 14.



Change Views

The DriverConnect app supports both portrait and landscape views. The view changes automatically when you rotate your Android $^{\text{TM}}$ device.

0 A 🖃 🗳

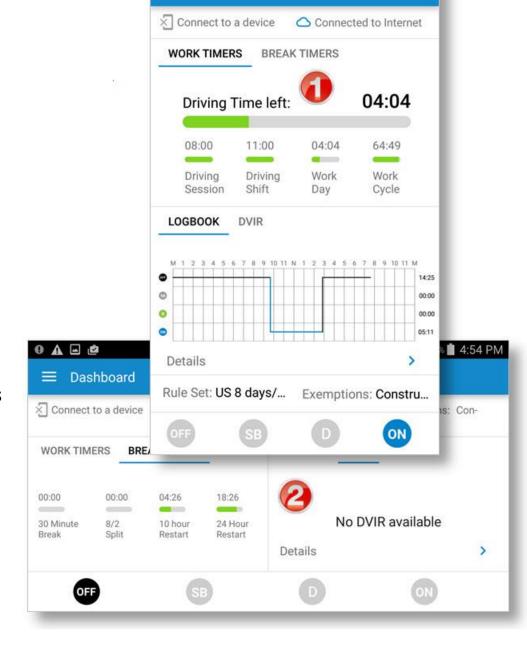
Dashboard

★ ★ 〒 42% 7:36 PM

You may need to enable
Screen
Rotation in your device's settings first.

- Dashboard in Portrait view
- Dashboard in Landscape view

Note: Most screens in this guide are in Portrait view.

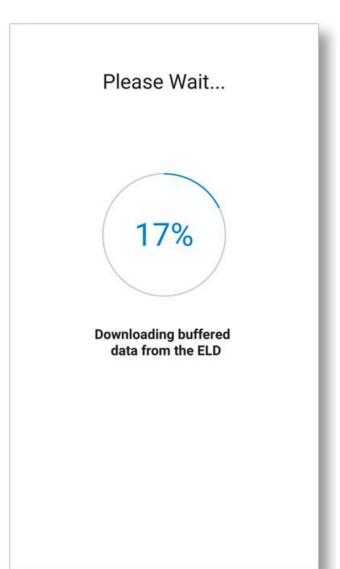


Download Buffered Data

If your ELD becomes disconnected from your Android™ device at any time, the ELD will continue collecting driving information.

When the ELD reestablishes a connection with your Android™ device, an **Uploading Data** messages displays. During this, the DriverConnect app is downloading buffered data recorded in the ELD while the connection was lost.

After the download is complete, DriverConnect syncs the data and updates your driving logs automatically.



Set My Status

DriverConnect tracks your status to the minute for accurate reporting of four statuses:



- Off Duty (OFF)
- Sleeper Berth (SB)
- Driving (**D**)
- On Duty (ON)

Your current status displays in color.

When you start driving, you status automatically changes to Driving (D) when you are connected to an ELD. If you use DriverConnect without a connected ELD, then you must Tap D to manually enter Driving status. See page 32 for more information.

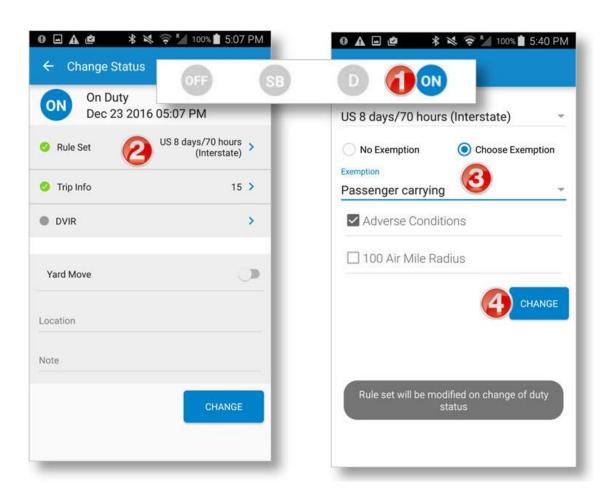


Go On Duty

To go On Duty, you must choose a Rule Set, and list a tractor number, at a minimum. You can also set a trailer number, a Bill of Lading (BOL), and complete a DVIR. A green check (♥) shows completed steps.

- 1. From the Dashboard, tap the **ON** icon in the bottom duty status bar.
- 2. Verify your rule set. Tap **Rule Set** to make changes.
- 3. Select a new rule set, and any exemptions/exceptions that apply.

 See page 81 for more information on rule sets and exemptions.
- 4. Tap **CHANGE**, then the Back arrow to return to the **Change Status** screen.

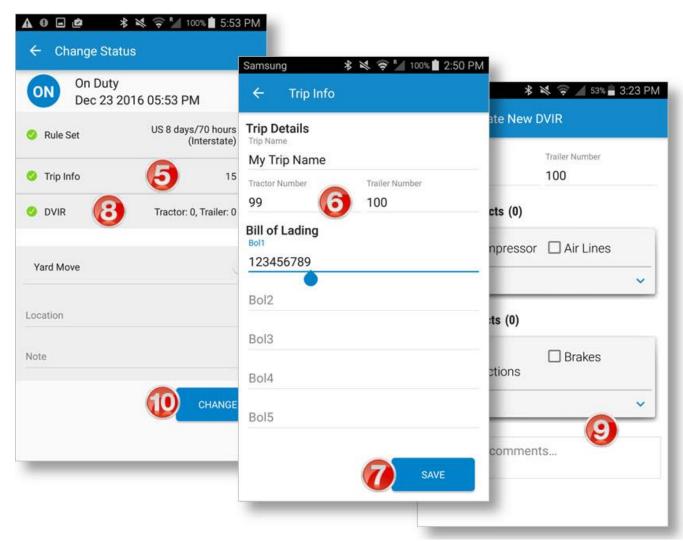


- 5. Verify your Tractor number. Tap **Trip Info** to make changes.
- Tap to enter a new Trip Name, Tractor Number, a Trailer Number (optional), and one or more BOLs (optional).

You can enter up to 5 Bills of Lading per trip.

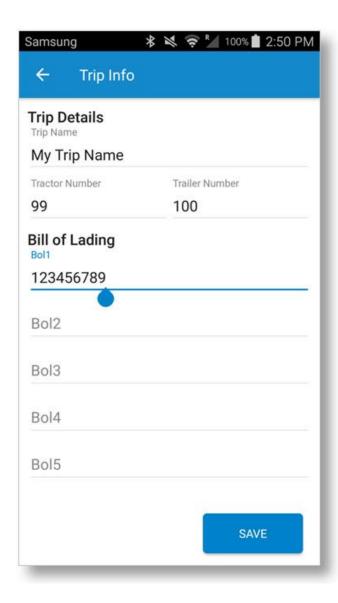
- 7. Tap **SAVE**, then the back arrow to return to the **Change Status** screen.
- 8. Tap **DVIR.**
- 9. Complete the DVIR (see Page 53), and tap the back arrow.
- 10. Tap Change to go On Duty.

When you are On Duty, the ON icon turns blue on the Dashboard.



Notes on Trip Info

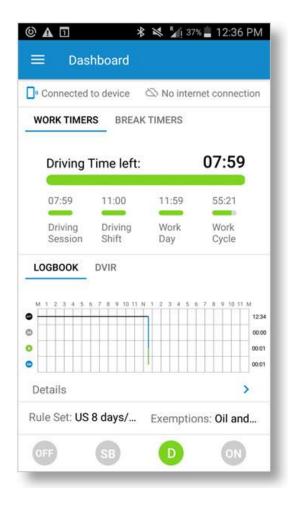
The Trip Info page allows you to manually enter a Trip name, Tractor Number, and Trailer Number, as well as up to 5 Bills of Lading (BOLs). Generally, the Tractor Number, Trailer Number, and BOL are assigned by dispatch. You can define your own Trip Name



When you change your trip name, DriverConnect makes a new trip entry. All of your mileage and status changes will be stored under that trip name, until you change it and go to On Duty using a different trip name.

You can view details in the DriverConnect portal for each separate Trip Name, Tractor Number, and Trailer Number you use.

Log Driving Time



When you start driving, you automatically enter Driving (D) status when connected to an ELD.

Since DriverConnect uses minute-byminute data for the most accurate drive time logs, your status switches between Driving and On Duty automatically.

- When the truck first reaches a set threshold speed after going On Duty, your status automatically changes to Driving (D).
- Once you stop for 3 seconds, you can change your status from Driving to any other status.
- If you have been stopped for 5 minutes, and have not already switched

your status, the app automatically switches you to On Duty.

- When you reach the set threshold speed again, your status switches back to Driving.
- If you stop the engine, the app automatically switches from Driving to On Duty.

This automatic switching is designed to maximize your drive time while maintaining compliance. By automatically switching back to On Duty when you stop, you can gain valuable time back in your legal driving limits. The threshold speed to transition in and out of driving can be set by fleet manager on the DriverConnect portal.

View Vehicle Gauges

DriverConnect provides several gauges that provide real-time information about your vehicle. Gauges measure speed, fuel economy, temperatures, pressure, and more. To view gauges:

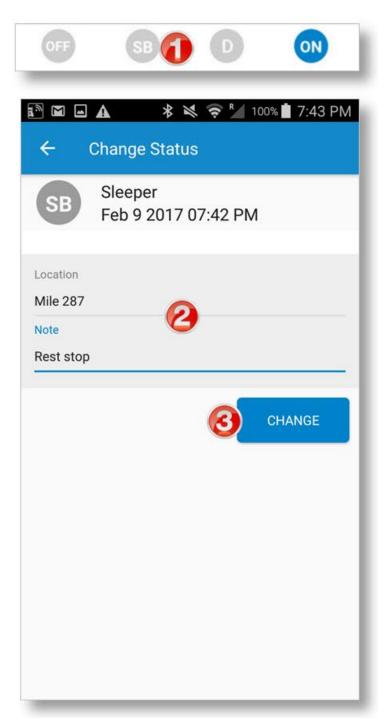
- 1. In the Main Menu, tap Gauges.
- 2. Your remaining driving time displays by the steering wheel icon.
- 3. Swipe to the right or the left to alternate between the two available screens.





Log Sleeper Berth Time

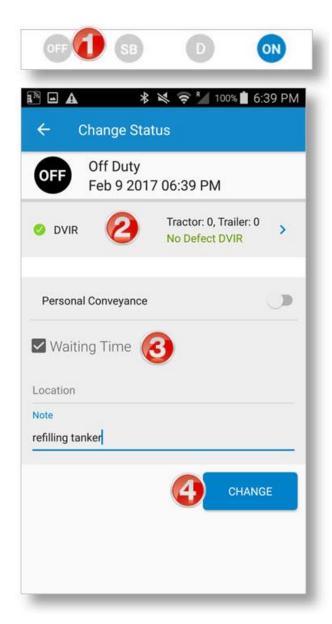
To log time in the Sleeper Berth, you must stop the truck and enter Sleeper Berth (SB) status.



- 1. Tap the **SB** status icon in the bottom duty status bar.
- 2. Enter a location and a note, if necessary.
- 3. Tap **Change**.

Your available drive and work time is automatically calculated when you enter SB status, based on the Rule Set you are using.

Go Off Duty



When you are finished with your day, or are taking a break, you can manually change your duty status to Off Duty. DriverConnect does not automatically change to Off Duty status.

- 1. From the Dashboard, tap the **OFF** icon in the bottom duty status bar.
- 2. Tap **DVIR**, and complete the post trip report.

See Page 53 for instructions.

You cannot edit the Rule Set, Trip Info, or DVIR information when you change to Off Duty status.

- 3. **Oil and Gas Exemptions:** Select the **Waiting Time** checkbox to account for time spent waiting at an oil well site. You must add a note to account for this time.
- 4. Tap **Change**.

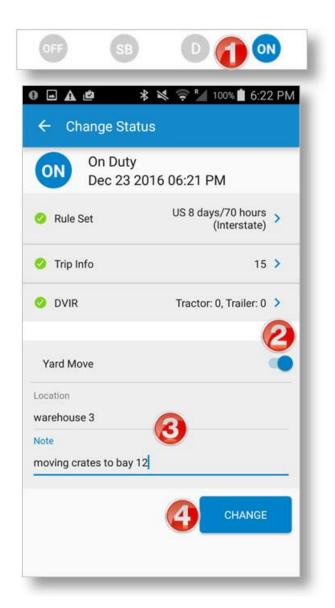
If you will be using the truck for personal conveyance after going Off Duty, tap the Personal Conveyance slider to ON. See page 38.

Complete a Yard Move

Use Yard Move mode when you will be driving the truck inside your company's lot or a warehouse yard.

- 1. From the Dashboard, tap the **ON** icon in the bottom duty status bar.
- 2. On the **Change Status** screen, tap the **Yard Move** slider to ON (it switches from gray to blue).
- 3. Enter a location and a note, if necessary.
- 4. Tap Change.

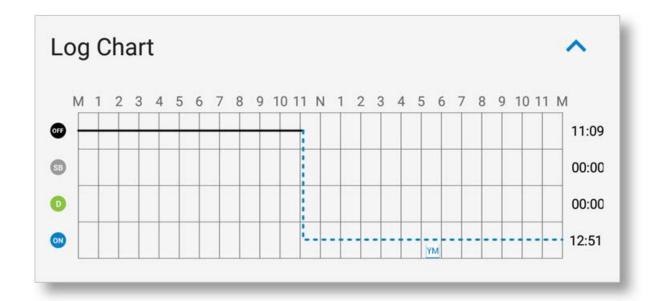
When on a Yard move, your logbook displays your On Duty time in a dotted line with the letters **YM** (see below).



To stay On Duty and to exit Yard Move mode:

- 1. Tap **ON** again.
- 2. On the Change Status screen, de-select **Yard Move**.
- 3. Update notes.
- 4. Tap CHANGE.

Completing a yard move counts as On Duty time, but does not count toward your driving time. Your fleet manager may set limits on using yard moves.



Use the Truck for Personal Conveyance

Use Personal Conveyance, or "Line 5," mode when you will be driving

A -

O DVIR

Location

Note

Change Status

Feb 9 2017 06:36 PM

Off Duty

Personal Conveyance

 ★
 ★
 ?
 100%
 6:36 PM

Tractor: 0, Trailer: 0

CHANGE

No Defect DVIR

your truck off duty for personal reasons.

- From the Dashboard, tap the
 OFF icon in the bottom duty status bar.
- Complete a Post Trip DVIR if you are going from On Duty to Off Duty and will be driving the truck immediately. See Page 53.
- 3. On the **Change Status** screen, tap the **Personal Conveyance** slider to ON (it switches from gray to blue).
- 4. Enter a location and write a note, as needed.
- 5. Tap Change.
- 6. Your log displays a dotted line with the letters **PC** during this time.

ur on-duty time or your driving time

Driving in Personal Conveyance mode does NOT count toward your on-duty time or your driving time.

Your fleet manager may set limits on how many miles you can drive in Personal Conveyance mode. The default setting is 50 miles.

Manage My Logbook

DriverConnect automatically maintains 14 days of logs for the hours you are On Duty, Driving, in the Sleeper Berth, and Off Duty. Driving time is logged automatically as you drive. Time for other statuses must be entered manually. See page 27.

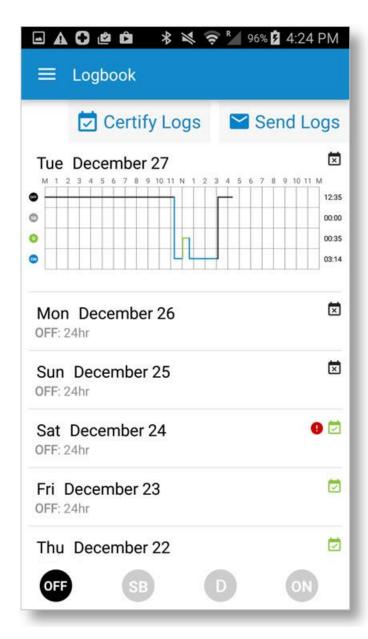
Your logs can be viewed, edited, certified, and sent from the Logbook.

To access the Logbook:

- 1. Tap the Main Menu.
- 2. Tap Logbook.

On the **Logbook** screen:

- Links display to certify your logs (page 43) and send your logs (page 46).
- The Day and Date display, with a summary graph of your HOS.
- • shows a violation.
- shows the log has been certified.
- shows the log has not yet been certified.

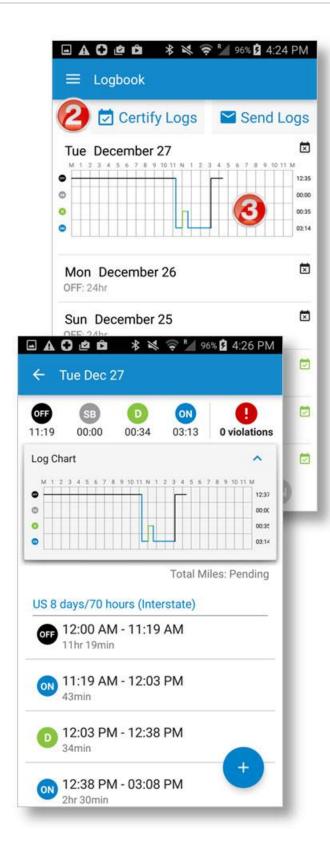


View a Log

- 1. Scroll through the Logbook to find the log you want to view.
- 2. Tap the date to show the log graph.
- 3. Tap the graph to view the **Log Detail** screen.

The **Log Detail** screen displays:

- The Day and Date at the top.
- A summary of your HOS, displayed in both hours per category and in a graph.
- A summary count, and list, of any violations.
- Details of each status change, including status, times, location, and notes.
- A plus sign icon, used to add your HOS (see page 41).



Edit a Log

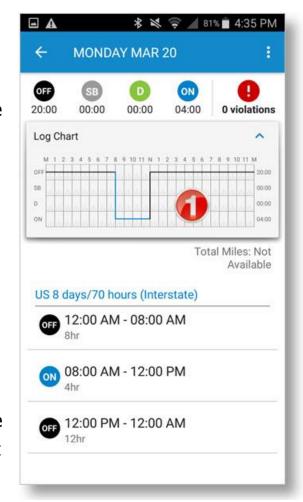
You can edit a log that has not yet been certified from the **Log Detail** screen. To access the **Log Detail** screen, see page 40.

Once you are in the **Log Detail** screen, you can make your edits. Logbook edits work by adding new duty status entries for a time frame you define. These new entries overwrite and replace your existing entries.

Only On Duty, Off Duty, and Sleeper Berth time can be edited. You cannot edit (add new or overwrite existing) driving time.

To edit a log:

 Tap a section in the graph on the Log Detail screen that you want to change.



The **New Duty Status** screen displays (next page).

- 2. Define a time frame for your new entry. You can do this in two ways:
 - Tap and hold the sliders to drag the beginning and ending times to create a new time frame; or
 - Tap the Time fields, and edit the entries directly in the clock.
- 3. If you tap the time fields to enter a time manually, then tap **SELECT TIME** to confirm the time frame and return to the **New Duty Status** screen.
- 4. Tap a status icon for the new time frame.
- 5. Enter a location and a note, if needed.
- 6. Tap **SAVE**.

The **Log Detail** screen displays with the new duty status entry.

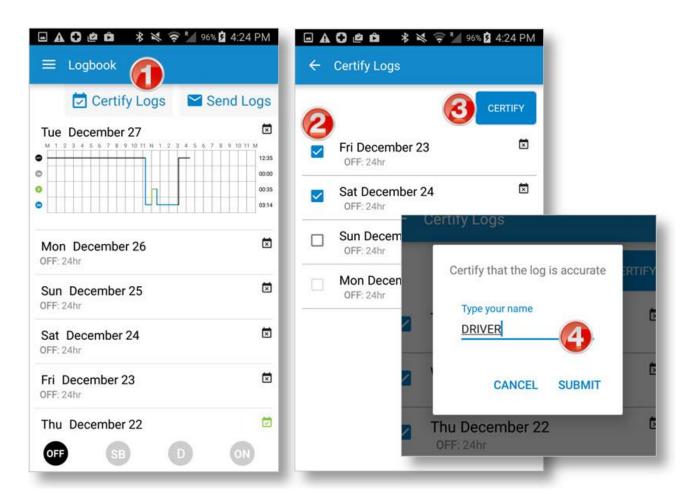


Certify a Log

- 1. From the Logbook, tap Certify Logs.
- 2. Check the log(s) you want to certify.

 You have to start with the oldest log. As you select it, the nextoldest log becomes available, and so on, until the previous day.
- 3. Tap **CERTIFY**.
- 4. Type your name to sign the log, and tap **SUBMIT**.

You must have an active internet connection to certify a log. Also, once you certify a log, you can't edit it. Your fleet manager can edit it on the portal.



Accept or Reject an Edited Log

Your Fleet Manager has the ability to edit your logs from the DriverConnect portal, if necessary, and then send the edited log back for you to accept or reject. Only uncertified logs can be edited on the portal. Only On Duty, Off Duty, and Sleeper Berth time can be edited. Your Fleet Manager cannot edit (add new or overwrite existing) driving time.

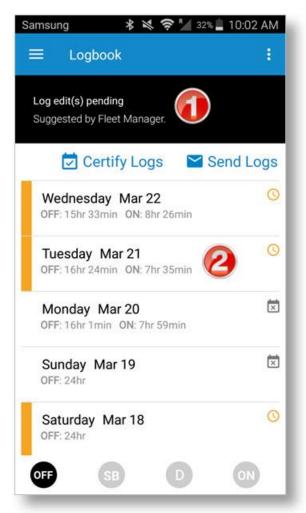
Note: Even though a manager can update your logs, you (the driver) are still responsible for making sure your logs are accurate.

If you accept your Fleet Manager's changes, then the changes made will overwrite the entries you made. If you reject the changes, your original entries will remain.

 When one of your logs has been edited, a "Log edit(s) pending" notification displays in the Logbook.

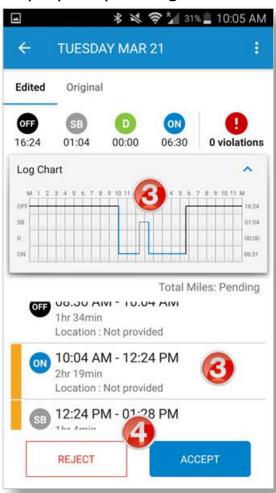
Logs with pending changes display with an orange tab to the left of the date and summary.

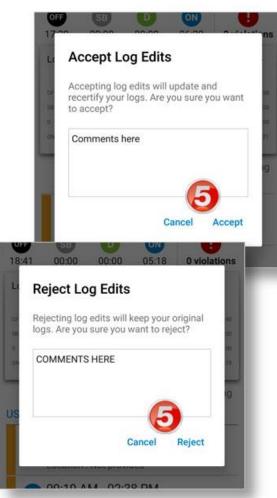
2. Tap an edited log to continue.



- 3. On the **Logbook Detail** screen, the **Edited** tab shows the proposed changes, and the **Original** tab shows your original entries.
 - HOS entries that were added or modified display with an orange tab to the left of the entry.
- 4. Review the changes that were made to the log. Tap **ACCEPT** to accept the changes, or **REJECT** to reject them.
- 5. On the **Accept/Reject Log Edits** screen, type a reason or a comment for accepting/rejecting the logs edits, and tap **Accept** or **Reject**. Tap **Cancel** to return the **Logbook Detail** screen.

After accepting or rejecting the changes, the colored tabs no longer display on your log.





Send a Log

You can send your logs to your fleet manager as an email attachment. See the example on page 66.

For this function to work, your Android™ device needs to have a working email client set up, and an active internet connection.

- 1. From the Logbook, tap **Send Logs**.
- 2. Check the log(s) you want to send in the **Send Logs** screen. You have to start with the oldest log. As you select it, the next-oldest log becomes available to select, and so on.
- 3. Tap **SEND**.
- Type the email address of the person who will be receiving the logs, and tap **SEND**.

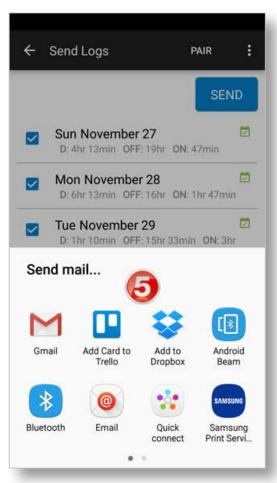


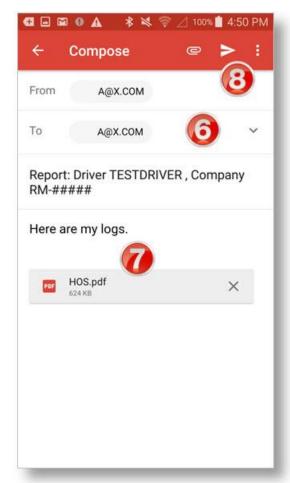
5. In the **Send mail...** pop-up, tap the app you use to send email (for example, Gmail).

The system will now to process and attach the logs to an email. Please allow up to a few minutes for this to complete.

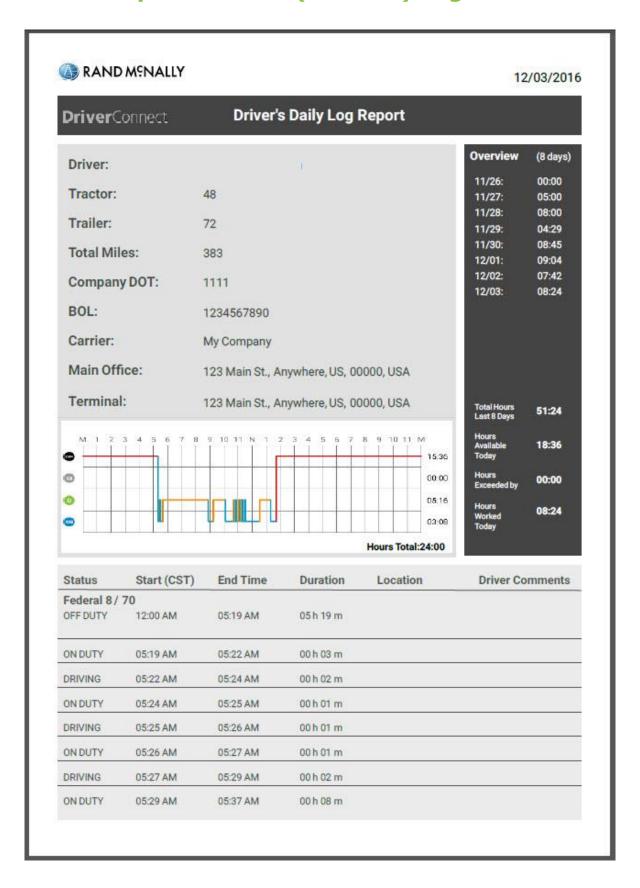
- 6. In your email program, double-check that:
 - The recipient email address is correct
 - The reports file (called HOS.pdf) is attached. You can see an example on the next page.
 - The Driver and Company in the subject line are correct
- 7. Type a message, if needed.
- 8. Send the email.

After the email is sent, the **Send Logs** screen displays again.





See an Example of a Sent (Emailed) Log

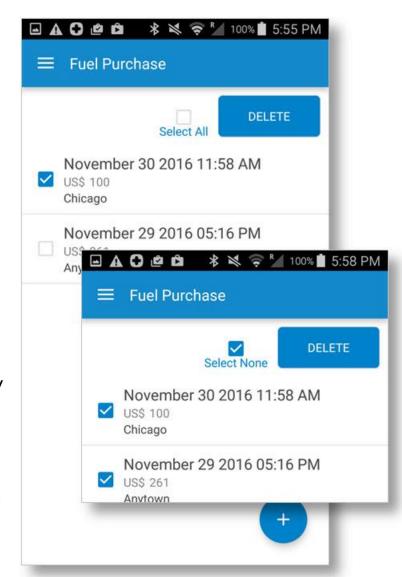


Manage Fuel Purchases

DriverConnect lets you manage your fuel purchases. You can add, view, edit, and delete purchases from the **Fuel Purchase** screen.

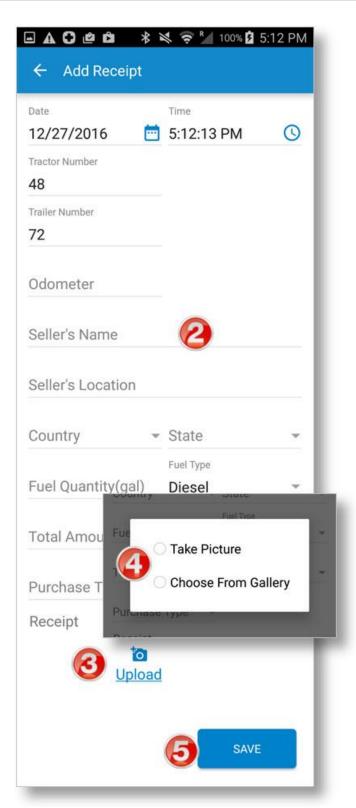
To access the **Fuel Purchase** screen, tap **Fuel Purchase** from the
Main Menu.

On this screen, you can select a Fuel Purchase by tapping on a check box. You can also check the **Select All** checkbox to select all purchases. This checkbox changes to **Select None** when everything is selected.



Add a Fuel Purchase

- Tap the on the Fuel
 Purchase screen to add a new purchase.
- 2. Enter all of the information on the form. Some information may be pre-populated.
 - You need to scroll down to see the entire page.
- 3. Tap **Upload** to add a picture of the receipt.
- 4. Choose a picture from these options:
 - Take Picture to take a new picture of your receipt.
 - Choose From Gallery to select a picture you have already taken.
- 5. Tap **SAVE** to save the purchase record.



View and Edit a Fuel Purchase

To view a purchase:

From the **Fuel Purchase** page, tap an existing fuel purchase.

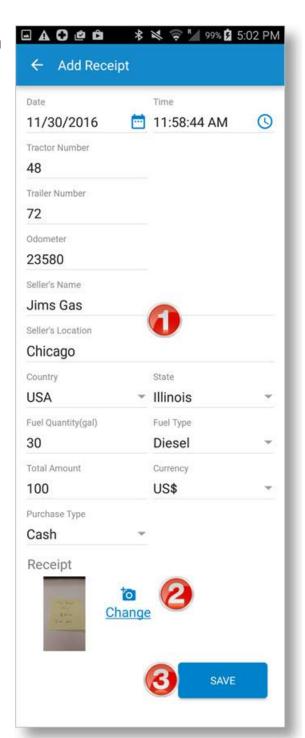
The record of the purchase displays on the **Add Receipt** page.

To edit a purchase:

- 1. Tap in any field to make changes.
- 2. To upload a new receipt image, tap **Change**.

You need to scroll down to see the entire page.

3. Tap **SAVE** to save your changes.



Delete a Fuel Purchase

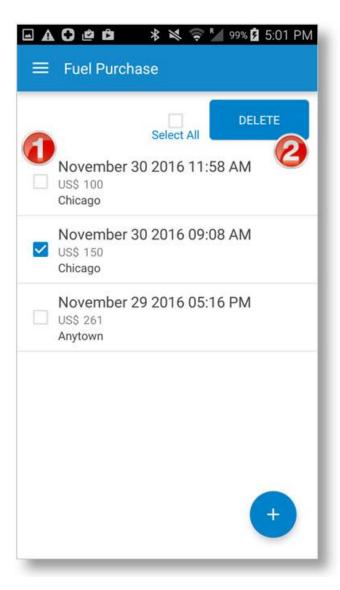
1. Select the checkbox by one or more purchases you want to delete.

Tap **Select All** to select all fuel purchases.

2. Tap **DELETE**.

The selected record is removed from your fuel purchases list.

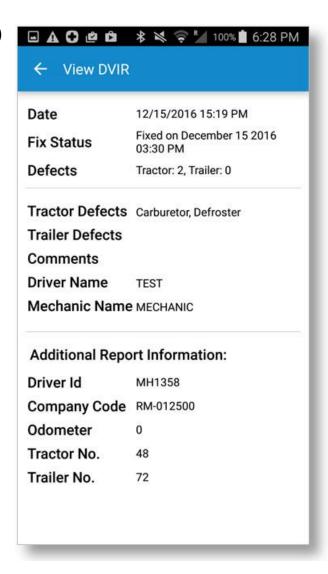
Note that once you delete a fuel purchase, you cannot recover it.



Complete a DVIR

When going On Duty (see page 29) or Off Duty (see page 35), you should complete a Driver-Vehicle Inspection Report, or DVIR. You can complete a DVIR at any time, though.

A DVIR lets you log and track defects in your tractor, trailer, or both. You can also state if defects are bad enough to make the vehicle unsafe to drive.





DVIR Home

From the Main Menu, tap **DVIR** to access the **DVIR** home screen. The **DVIR** home screen shows a list of previous DVIRs. Each list entry shows:

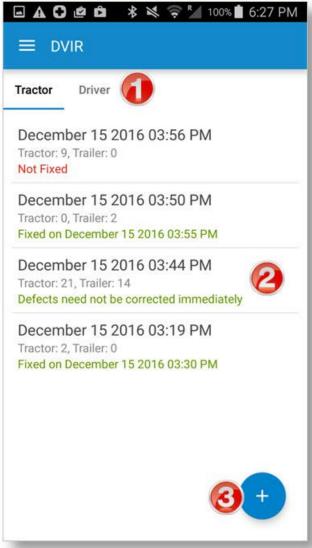
- The date and time it was created
- The tractor and trailer number for the DVIR
- Colored text to indicate the status of the DVIR:

Red marks a vehicle as unsafe to drive (see page 59)

Green marks a vehicle as safe to drive, or as no defects present

From this screen, you can:

- 1. Tap a tab to change views:
 - Tractor displays all DVIRs for the current tractor, regardless of driver
 - Driver displays all of your DVIRs, regardless of tractor
- 2. Tap an entry to open the **View DVIR** screen (see page 58).
- 3. Tap the button to create a new DVIR (see page 55).



Create a New DVIR

To create a new DVIR:

From the Main Menu, or when going On Duty or Off Duty, tap **DVIR**, then tap the button.

The Create New DVIR screen displays.

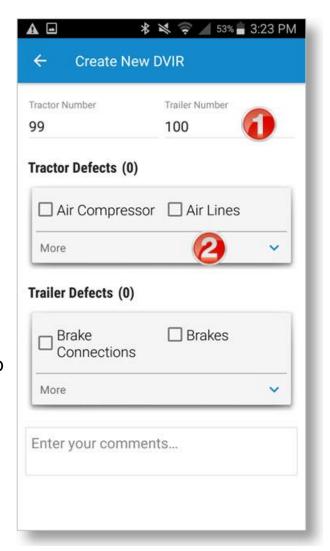
To complete a DVIR:

Tap to enter the **Tractor Number** and **Trailer Number** (if applicable) of the vehicle you are inspecting.

Enter Defects

If there are defects to report, tap
the Tractor Defects and/or
Trailer Defects down arrows to
select the checkboxes for any and
all defects. Tap the arrow again to
collapse the list.

The number of defects you select displays in parentheses.

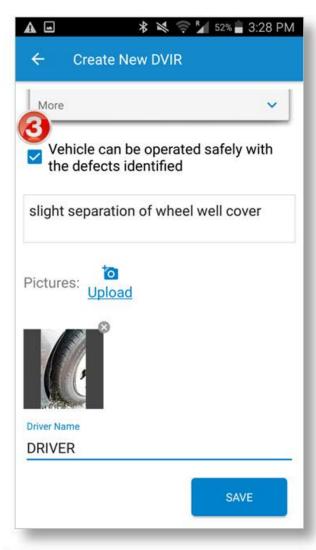


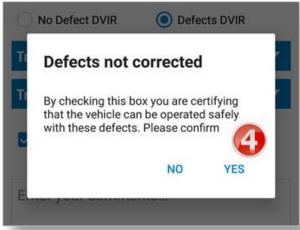
 If you record a defect, and the vehicle can be operated safely, check the Vehicle can be operated safely... checkbox.

If the vehicle CANNOT be operated safely, do **NOT** check this box

4. Tap **YES** to confirm that you can use the vehicle safely.

If you do not check the Vehicle can be operated safely... checkbox, then the DVIR will display with a red warning on the DVIR home screen. You will need to certify the defect has been repaired (page 59) before continuing.





Enter Comments and Pictures

5. Tap **Enter your comments** to type out an explanation of what you

are reporting, if needed.

6. Tap **Upload** to upload or take up to 3 pictures to document the defect.

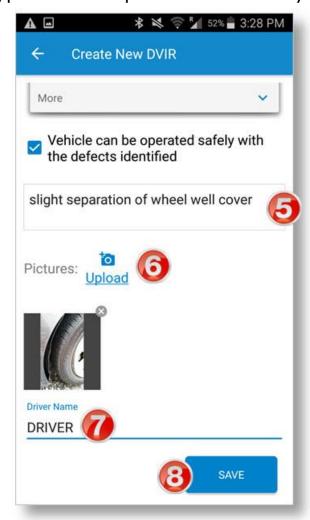
- Select **Take Picture** to take a new picture using your Android[™] device's camera
- Select Choose From Gallery to select an existing picture

Tap the **X** on the picture to discard it.

- 7. Tap **Driver Name** to enter your name.
- 8. Tap **SAVE**.

Once you tap **SAVE**, you cannot edit a DVIR. You can upload pictures to this DVIR from the portal.

Note: At any time before you save it, you can tap the back arrow to exit and discard the DVIR.





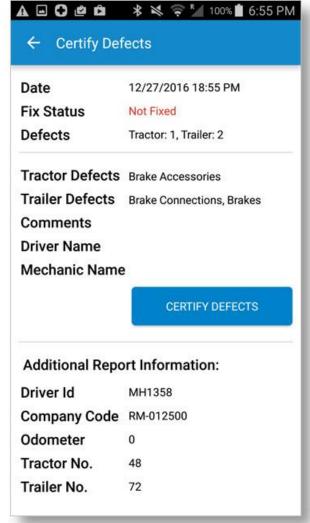
View a DVIR

Tap in the row of a DVIR report on the **DVIR** home screen to view a DVIR.

The View DVIR screen shows a read-only entry of a DVIR.

If the DVIR has defects that have not been certified as repaired yet, the screen name changes to **Certify Defects** and the **CERTIFY DEFECTS** button displays. See page 59.





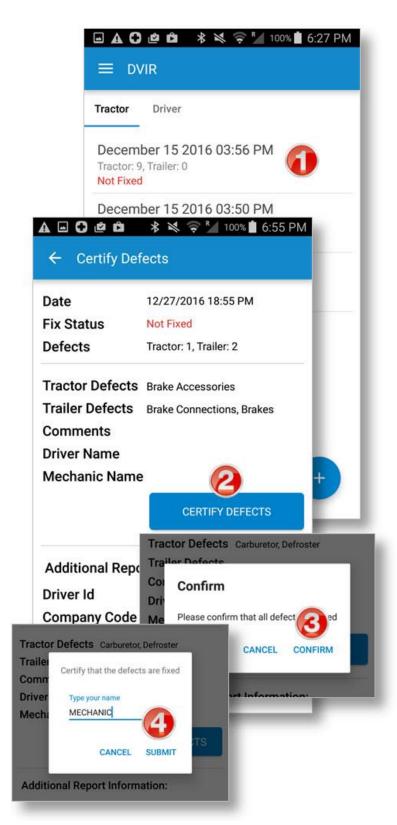
Certify Defects

DVIRs that mark a vehicle as unsafe show a red warning on the **DVIR** home screen. These are DVIRs in which the **Vehicle can be operated safely...** checkbox was NOT checked.

DVIRs that mark a vehicle as unsafe must be certified as fixed by your mechanic.

- On the **DVIR** home screen, tap the DVIR to view it.
- 2. Tap **CERTIFY DEFECTS**.
- 3. Tap **CONFIRM**.
- 4. The mechanic must type his/her name, and tap **SUBMIT**.

The DVIR is then timestamped with the date and time it was fixed.



View Alerts

The **Alerts** screen shows a list of daily alerts that have been triggered.

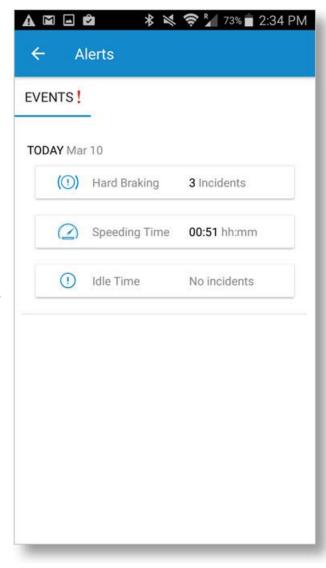
View Driving Events

You Fleet Manager can set thresholds to trigger alerts for the following driving actions:

- Hard Braking: A decrease in speed in a sudden deceleration (measured in a decrease in MPH/s).
- Idling: The number of seconds a vehicle is running (ignition on) before moving.
- Speeding: Your speed (in miles per hour).

Tap the **Alerts** icon in the upper right corner of the Dashboard.

The **Alerts** page displays. Tap **EVENTS** to see a listing of your driving events for each day.



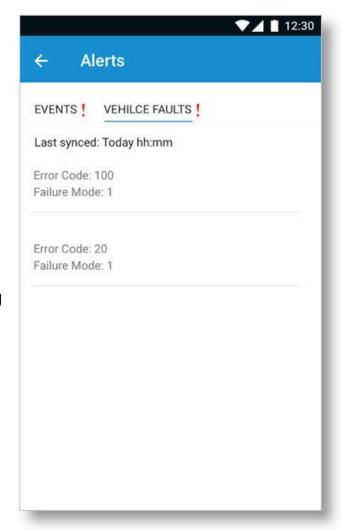
View Vehicle Faults

If your ELD records any vehicle faults, they display on the **VEHICLE FAULTS** page.

These are also sent to the DriverConnect portal.

Tap the **Alerts** icon in the upper right corner of the Dashboard.

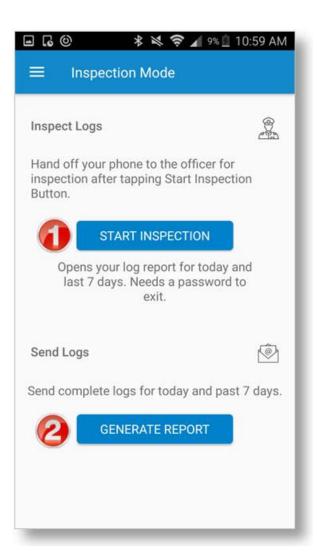
The **Alerts** page displays. Tap **VEHICLE FAULTS** to see a listing of your vehicle's recorded faults.



Use Inspection Mode

When you need to show your logs to a Law Enforcement Officer (LEO) during a roadside inspection, you can use Inspection Mode.

To enter Inspection Mode, select **Inspection Mode** from the **Main Menu**. In Inspection Mode, you can show your logs to a LEO during the inspection, and also email a .PDF report of your logs.



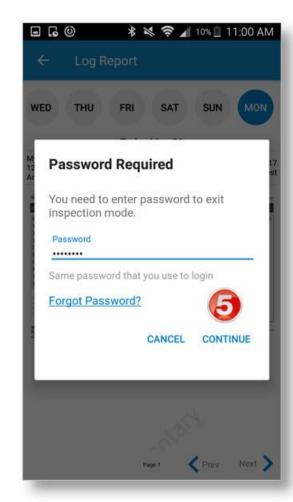
- 1. Tap **START INSPECTION** to begin an inspection.
- 2. Tap **GENERATE REPORT** to create an emailed report to send to a LEO.

Start an Inspection

- 1. In inspection Mode, tap **START INSPECTION** to begin.
- 2. Tap the day icons on the **Log Report** page to view each day.
- 3. DVIRs for the current day display in a section on the bottom of the screen.
- 4. Tap the back button to exit Inspection Mode.

 You need to enter your password to exit Inspection Mode.
- 5. On the **Password Required** page, enter your password and tap **CONTINUE**.

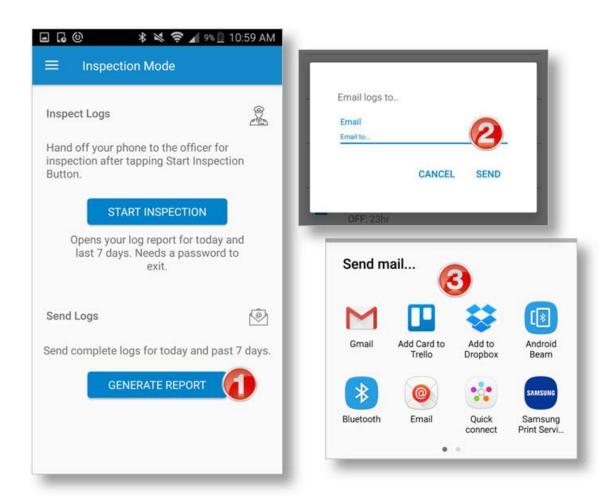




Generate a Report

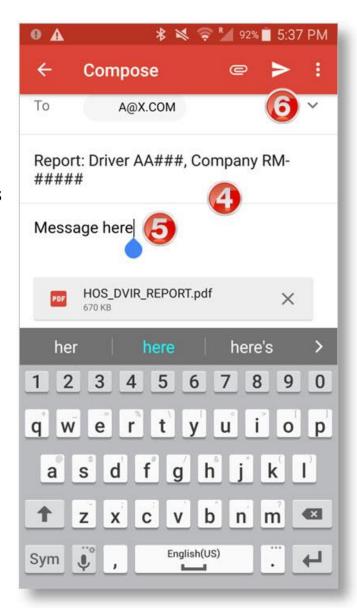
- 1. Once you are in Inspection Mode, tap **Generate Report** to create a report to share with an LEO.
- 2. Type the email address that will receive the reports, and tap **SEND**.
- 3. In the **Send mail...** pop-up, tap the app you use to send email.

The system will now to process and attach the logs to an email. Please allow up to a few minutes for this to complete.



- 4. In your email program (for example, Gmail), double-check that:
 - The LEO's email address is correct
 - The reports file (called HOS_DVIR_REPORT.pdf) is attached. You can see an example on the next page.
 - The Driver and Company in the subject line are correct
- 5. Type a message, if needed.
- 6. Send the email.

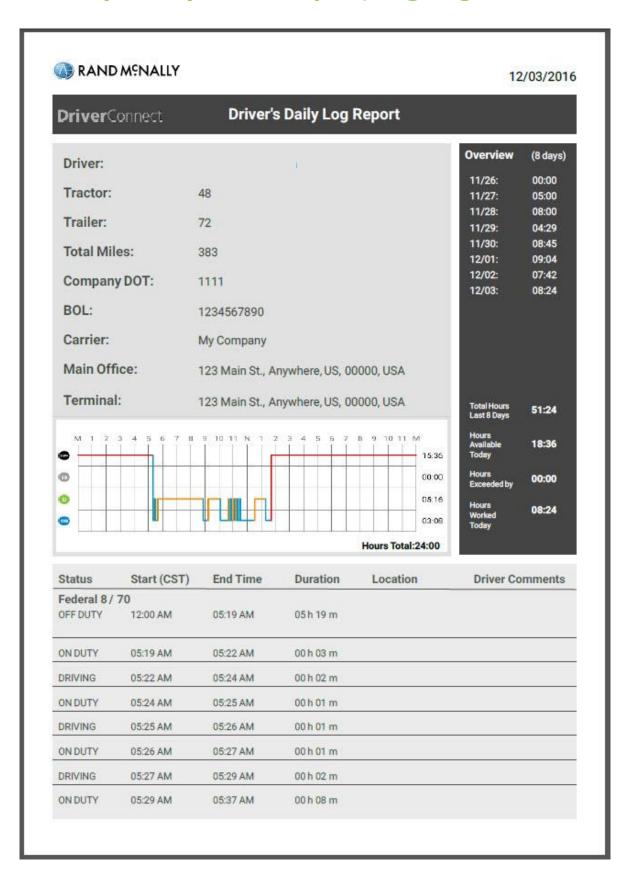
After the email is sent, the **Inspection Mode** screen displays again.



The report contains 8 days of driving logs and DVIRs. You can see sample reports on the next two pages.



See a Sample Inspection Report, Log Page



See a Sample Inspection Report, DVIR Page

Report Date and Ti	me	Fix Status			Defects	•	
11/29/2016	03:20 PM	Defects need not corrected	be (Tractor: 3		Trailer: 1
Tractor #: 43, Defe	ects:	Heat	er,Horn,Win	dshi	eld Wipers		
Trailer #: 12, Defe	cts:	Roof					
Location: Comments:		mino	r scratches				
Defects Corre			Defects ne nas been ir				ce with
the applicable rec	quiremen	ts					
Driver Signature:		الال	HN DOE				
Mechanic Signatu							
Mechanic Signatu	ure:						
Additional Report	t Informa	tion:					
	t Informa	tion:					
Additional Report	t Informa		ompany				
Additional Report Driver Name: Driver ID: Email ID:	t Informa		ompany				
Additional Report Driver Name: Driver ID: Email ID:	t Informa		ompany				
Additional Report Driver Name: Driver ID: Email ID:	t Informa		ompany				
Additional Report Driver Name: Driver ID: Email ID:	t Informa		ompany				

Send Messages, Forms, and Workflows

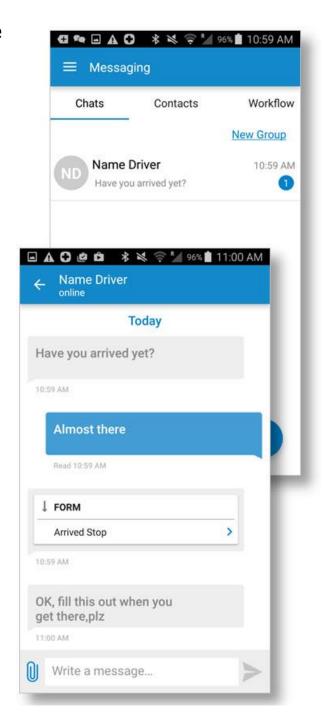
DriverConnect lets you communicate with your fleet manager and fellow drivers from the **Messaging** screen. This feature works a lot like texting. Messages in DriverConnect can't be seen in another messaging app.

You can also send and receive forms using the DriverConnect Messaging function. Forms can be sent for you to fill out. You can send completed forms back to your fleet manager.

Your fleet manager can also send you workflows, which are a series of steps you need to complete. Forms are often part of a workflow.

The **Messaging** screen has 3 tabs: **Chats, Contacts,** and **Workflow**.

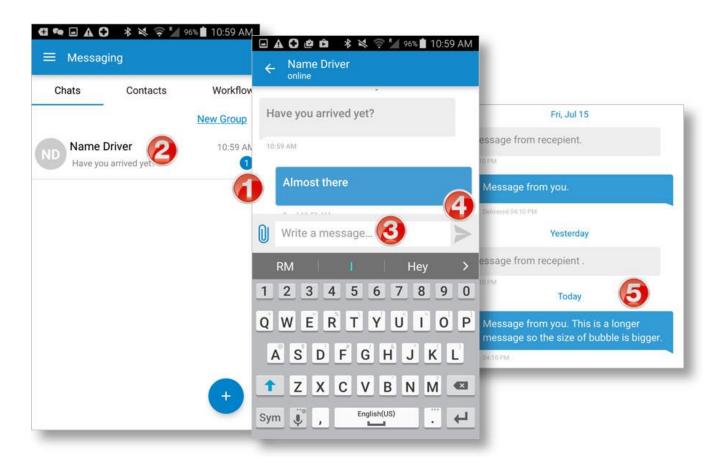
To send and receive messages, your Android™ device needs to have an active internet connection.



Send and Receive Messages

The **Chats** tab in the **Messaging** screen shows active conversations you have with your team.

- 1. When someone in your organization sends you a message, a **blue** notification displays by that contact's name in the **Chats** tab.
- 2. Tap the contact's name to open a chat window.
- 3. Tap the **Write a message...** area to open the keyboard and type a message.
- 4. Tap the icon to send the message.
- Messages you sent display in blue. Messages you receive display in gray.



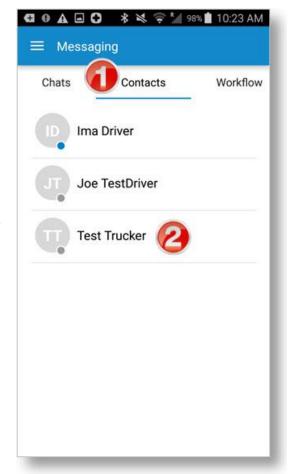
View Contacts

Your contacts list is a list of the available people in your organization that you can send and receive messages from.

Contacts are managed by your fleet manager.

- Tap the Contacts tab in the Messaging screen to view your contacts.
- 2. Tap the name of a contact to open a chat screen.

A blue dot by a contact's name shows if the contact is online.



Note: If a new contact was added by your fleet manager, but you don't see the contact yet, you need to log out and

log back in to the DriverConnect app to refresh the Contacts list.

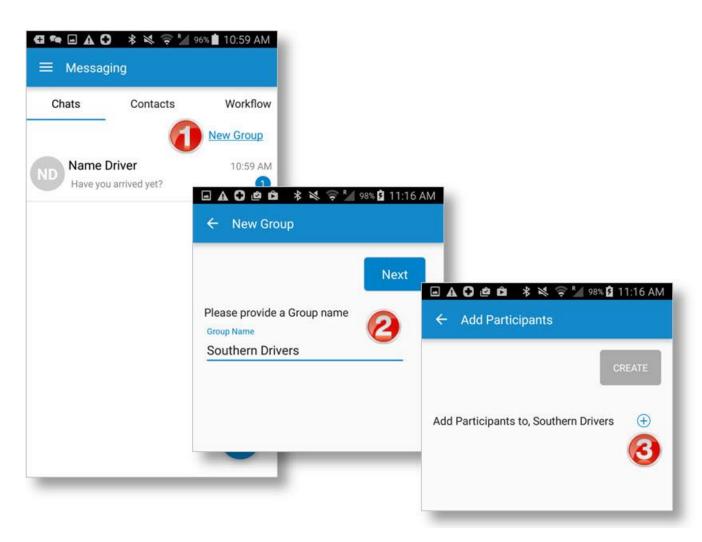
Set Up and Use a Message Group

Group messages work like individual messages, and allow you to communicate with multiple people at one time.

To create a new group:

- 1. In the **Chats** tab of the **Messaging** screen, tap **New Group**.
- 2. Type a name for the new group, and tap **Next**.
- 3. Tap the
 to add participants to the group.

 Participants need to be selected from your Contacts list.

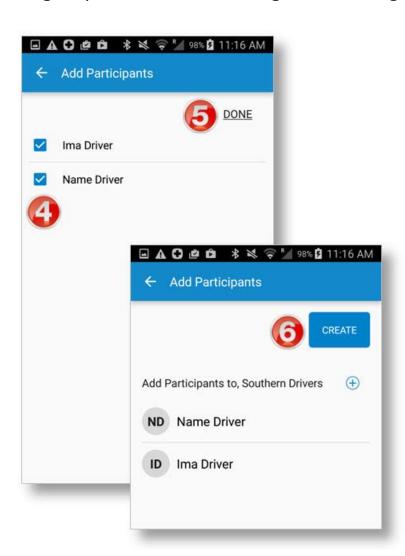


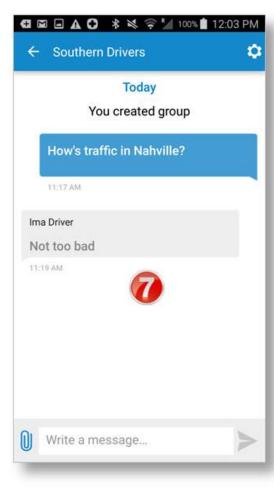
- 4. Check the box by a contact to add them to the group.
- 5. Tap **DONE**.

The **Add Participants** screen displays again, with everyone in the group (so far) displayed on the screen.

You can repeat this process to add more contacts.

- 6. When your group list is complete, tap **CREATE**.
- 7. To send messages to your group, use the chat functions normally. Messages you send will go to everyone in the group. Anyone in the group can send a message that also goes to the whole group.



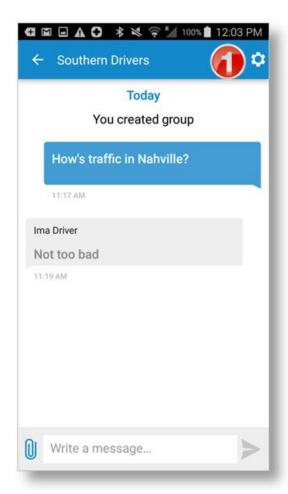


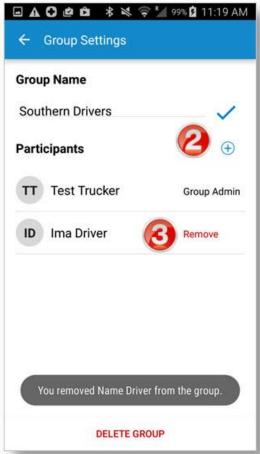
Edit a Message Group

You can edit a messaging group by adding or deleting group members, changing the group name, or deleting the group entirely.

Add or Delete Group Members

- 1. Tap the group in the **Chats** screen, then tap the Group Settings icon ().
- 2. In the **Group Settings** screen, tap \oplus to add participants to the group.
- 3. Tap **Remove** next to a group member's name to delete that member.





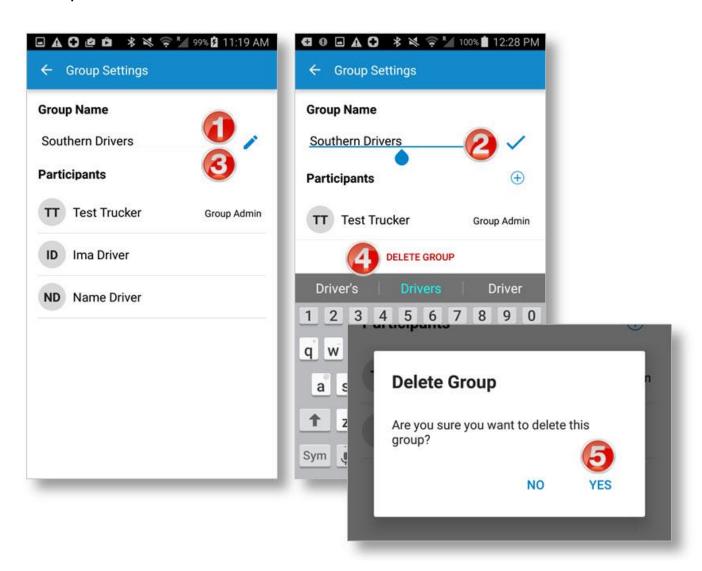
Change the Group Name

- 1. In the **Group Settings** screen, tap the icon to edit the group.
- 2. Edit the name, and tap ✓ to save it.

 The new group name displays.

Delete a Group

- 3. In the **Group Settings** screen, tap the icon to edit the group.
- 4. Tap **DELETE GROUP**.
- 5. Tap **YES** to confirm the delete.



Use Forms

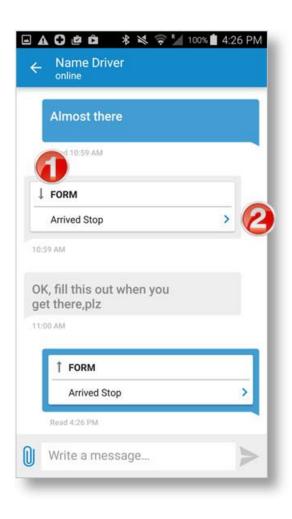
This feature is only available in the DriverConnect Core Plan.

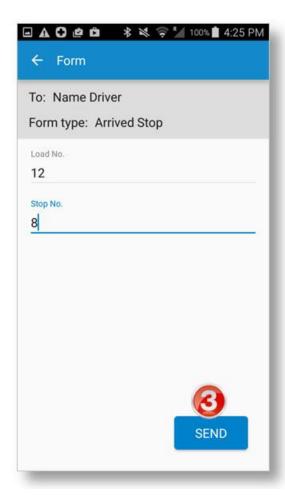
Forms are structured means of communication between drivers, or between a fleet manager and a driver. Forms allow for all of the necessary information in certain situations to be communicated all at once, instead of having to go back and forth over several messages.

- 1. When you receive a form, the message displays "FORM" above it.
- 2. Tap the arrow to view the form.

The **Form** screen opens, showing the form.

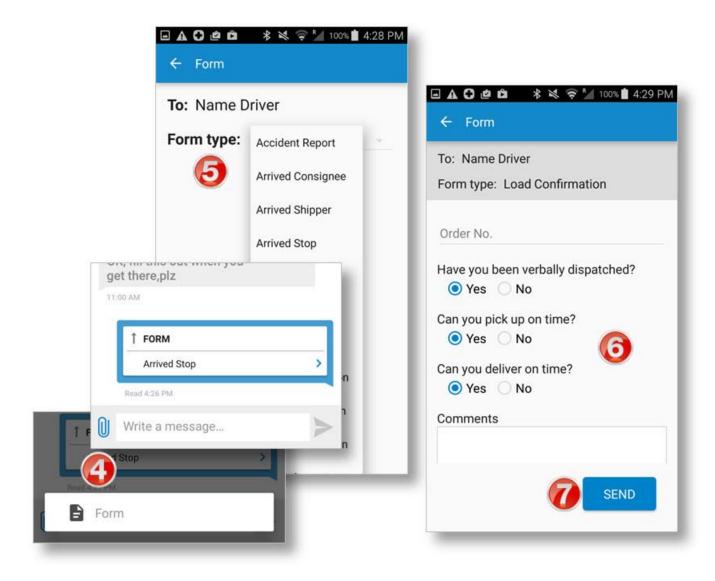
3. Fill out the form, and tap **SEND** to send it back.





To send a form:

- 4. Tap when you type a message, and select **Form**.
- 5. Select a form from the **Form Type** dropdown.
- 6. Complete the form.
- 7. Tap **SEND**.



Use Workflows

This feature is only available in the DriverConnect Core Plan.

Your fleet manager has the ability to send you workflows. Workflows are a series of forms that can be created by the fleet manager and sent to a driver. This is a sequence of steps that a driver needs to follow. The status of each step is tracked.

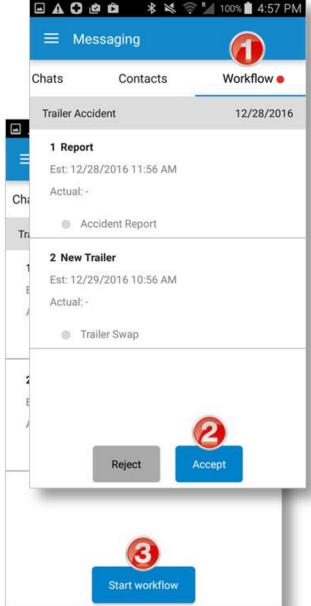
Workflows appear in the **Workflow** tab of the **Messaging** screen.

 When you receive a new workflow from your fleet manager, the **Workflow** tab displays a red icon.

You can also see each step in the workflow, with an estimated time of completion from your fleet manager.

2. Tap **Accept** to accept the workflow. If you tap **Reject**, the workflow will be rejected, and your fleet manager will be notified. *After accepting, the Start workflow button displays.*

3. Tap **Start workflow** to begin.

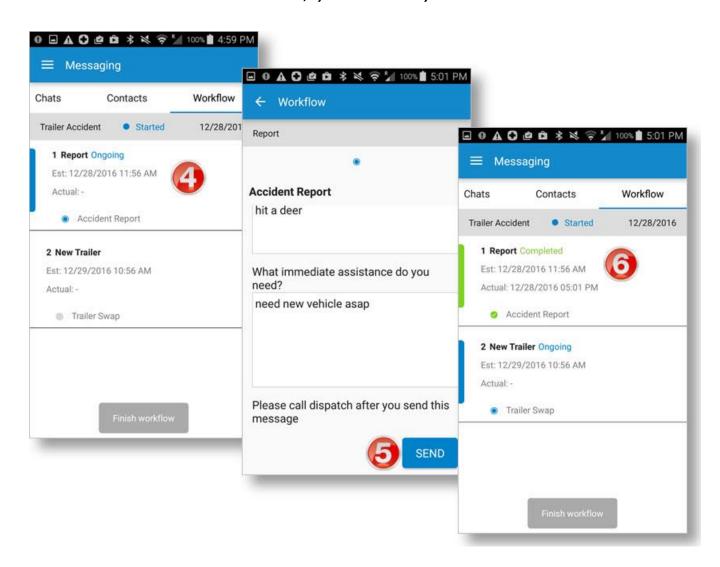


The first task to complete displays with a blue bar down the left side.

- 4. Tap anywhere in the first task.
- 5. Fill out the form, and tap **SEND**.
- 6. The first task displays "Completed" with a green bar and an "Actual" time stamp.

If there is another task, it is now active and displays the blue bar.

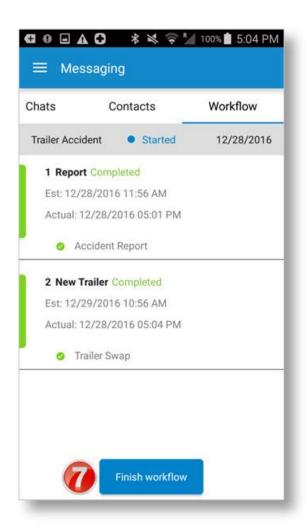
Repeat these three steps for each form included in the workflow. If the workflow has one form, you will only need to do this once.

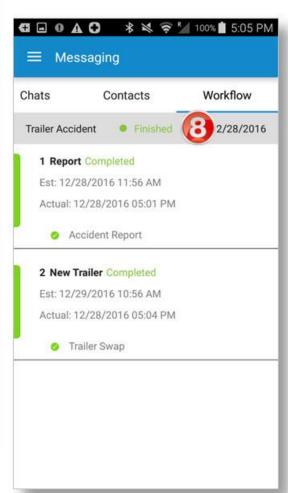


7. Once all of the tasks are marked "Completed," tap **Finish** workflow.

When you finish your workflow:

- 8. The status changes from "Started" to "Finished." Also:
 - Your fleet manager is notified once the workflow is completed.
 - The finished workflow remains visible in the **Workflow** tab until you receive another one.
 - You can tap anywhere in each completed task to see a read-only copy of that completed form.





Change My Settings

You can change your personal information and (in some cases) your rule set and exemptions.

To access these sections, tap **Settings** from the Main Menu.

My Account

Shows information about your company, yourself, and your subscription. See page 87.

Trip Info

Allows you to enter information about your trip. See page 86.

Help

Displays a list of available support channels. See page 90.

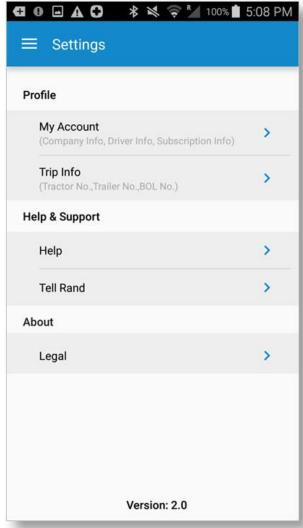
Tell Rand

Allows you to send a message to the Rand McNally DriverConnect support team. See page 92.

Legal

Displays legal information required by law, including safe driving practices.

A Software version number displays at the bottom of the screen.



Change My Rule Set and Exemptions

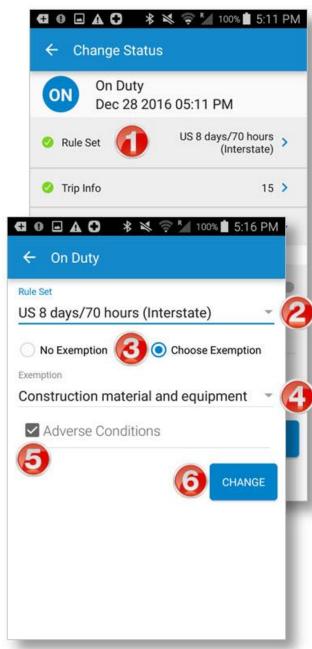
In some cases, your rule set and exemptions are set by your fleet manager and cannot be changed in DriverConnect. If you are able to change it, you will see the Rule Set option available in the **Change**

Status screen when you go On Duty.

To make changes:

- 1. Tap **Rule Set** on the **Change Status** screen.
- 2. Select a new rule set from the dropdown menu.
- 3. If you will be using an exemption, tap the **Choose Exemptions** radio button.
- 4. Select an exemption from the **Exemptions** dropdown menu.
- 5. Check the box by an exception you want to use, if applicable.
- 6. Tap CHANGE.

Your new rule set goes into effect the next time you go on duty.



Available Rule Sets and Exemptions

New rule sets and exemptions are added to DriverConnect frequently, and will be listed in the dropdown menu when the DriverConnect app is updated.

Rule Sets:

- USA 8/70 and 7/60
- Canada Cycle 1
- Alaska
- California (CA) Intrastate
- Florida 8/80 and 7/70 Intrastate
- Illinois
- New York
- Oregon 8/80 and 7/70 Intrastate
- Texas (TX) Intrastate
- Wisconsin 8/80 and 7/70 Intrastate
- Washington

Exemptions:

Rule Set	Available Exemptions
USA 8/70 USA 7/60	 Passenger carrying Oilfield and gas operations Construction material & equipment Motion picture Non-Commercial operators Exceptions: Adverse driving condition 100-air mile exception (Short Haul)
Alaska 8/80 Alaska 7/70 (Intrastate)	 Passenger Carrying Exceptions: Adverse conditions 100-air mile exception (Short Haul)
California (CA) Intrastate	 Passenger carrying Oil and Gas Construction Material Agriculture (Farms) Utility service Motion pictures Exceptions: Adverse conditions 100-air mile exception (Short Haul)

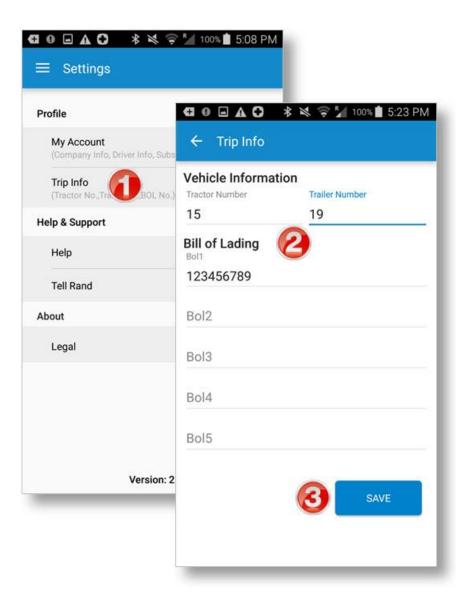
Rule Set	Available Exemptions
Florida 8/80 Florida 7/70 (Intrastate)	 Passenger Carrying Exceptions: Adverse conditions 150 Air Mile Radius
Illinois 7/70 (Intrastate)	Passenger CarryingAgricultural Operations
New York (Intrastate)	Tow Truck OperationsUtility VehicleAgricultural Operations
Oregon 8/80 Oregon 7/70 (Intrastate)	 Passenger Carrying Exceptions: Adverse conditions Non-commercial operators
Texas (TX) Intrastate	 Passenger carrying Farm labor Construction Material & Equip. Exceptions: Adverse driving condition 150 air-mile exception (Short Haul)
Washington 7/90 Washington 6/80 (Intrastate)	 Agricultural Operations

Rule Set	Available Exemptions
Wisconsin 8/80	Passenger Carrying
Wisconsin 7/70 (Intrastate)	Exceptions:
	Adverse conditions

Change My Trip Information

Before you drive, you can set information about your vehicle and your cargo. The Trip Info setting allows you to set your Tractor Number, Trailer Number, and up to 5 Bills of Lading (BOL).

You can change this information at any time.

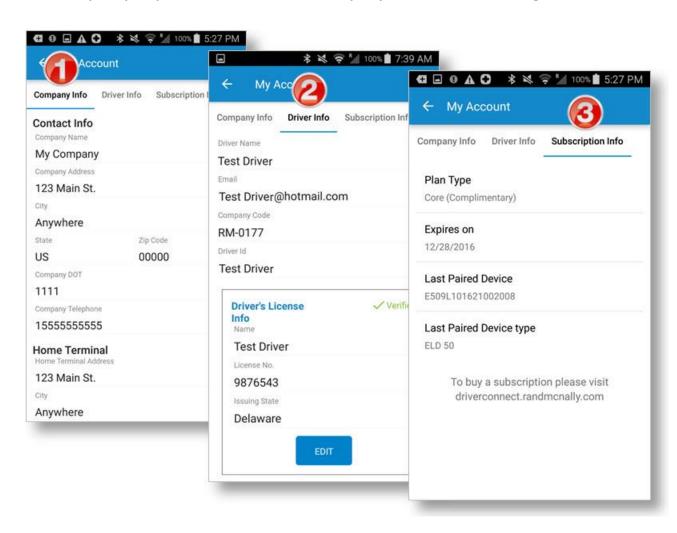


- 1. Tap **Trip Info** from the **Settings** screen.
- 2. Enter information into the fields, as needed.
- 3. Tap **SAVE**.

View My Account Information

In the **Settings** screen, tap **My Account** to view your information:

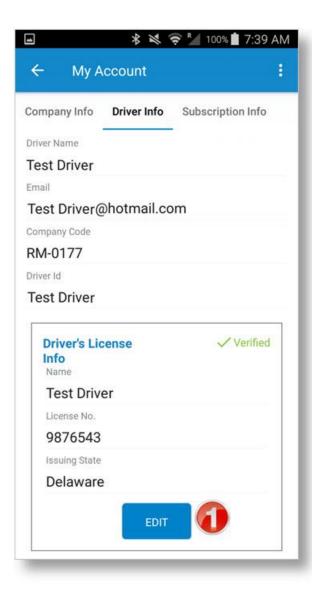
- 1. Information about your company displays on the **Company Info** tab. Only fleet managers can edit this information.
- 2. Information about you displays on the **Driver Info** tab. You can edit your profile in the DriverConnect Portal. Tap **EDIT** to change your Driver's License information. See below.
- 3. Your most recent ELD serial number and type, as well as your company's plan information, display in the **Subscription Info** tab.

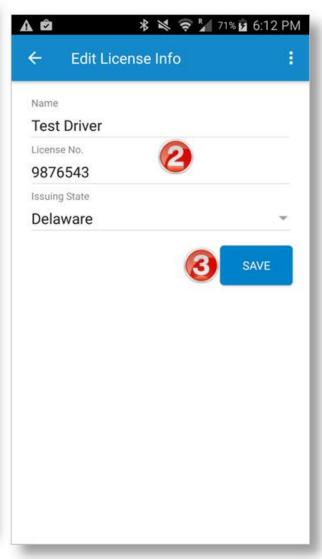


Change Driver's License Information

On the **Driver Info** tab, you can edit your Driver's License information.

- 1. Tap EDIT in the Driver's License Info section.
- 2. Make changes on the Edit License Info page.
- 3. Tap SAVE.





Manage Subscription Levels

There are two subscription levels for DriverConnect: **Compliance** and **Core**. The following table lists the features of each plan.

Feature	Compliance	Core
Hours of Service (HOS) Logging	Yes	Yes
Driver-Vehicle Inspection Report (DVIR)	Yes	Yes
Portal Access	Yes	Yes
Real-Time Gauges	Yes	Yes
Messaging	Yes	Yes
IFTA Fuel Tax Reporting	No	Yes
Send and Receive Forms	No	Yes
Use Form-Based Workflows	No	Yes

To change your subscription level, log in to the DriverConnect portal: https://driverconnect.randmcnally.com

If you are creating a new account, you get a free 30-day subscription to the Core level when you register a new ELD 50.

Find Help

Troubleshoot Common Problems

DriverConnect App

I do not have an ELD yet. Can I still use the DriverConnect app?

Yes! In the setup process, you will need to tap **Setup Later**, and then tap **Continue without an ELD device**. You can use still use some features of the DriverConnect app.

ELD 50

My ELD 50 and the DriverConnect app on my Android™ device do not pair using Bluetooth®. How do I fix this?

Please power off and power on the ELD 50 and Android™ device. If you're still unable to pair, uninstall the Rand McNally DriverConnect app from the application manager (available by tapping settings icon), and then reinstall it. (Uninstalling the app will result in loss of data.)

DC 200

My DC 200 and the DriverConnect app on my Android™ device do not pair using Bluetooth®. How do I fix this?

Please power off and power on the DC 200 and Android[™] device. If you're still unable to pair, uninstall the Rand McNally DriverConnect app from the application manager (available by tapping settings icon), and then reinstall it. (Uninstalling the app will result in loss of data.)

The DC 200 is unable to establish an internet connection during setup.

The DC 200 establishes a cellular connection. Make sure that the DC 200 is not obstructed, and that you are within range of a cell tower.

Tell Rand

Contact Rand McNally Support:

From the DriverConnect App:

- Tap the Main Menu button, and then tap Settings.
- Tap the **Tell Rand** link
- Type your message and tap SEND.

By phone:

• Call 1-877-446-4863

By email:

• Send a message to DriverConnectSupport@randmcnally.com

On the web:

• Visit www.randmcnally.com/eld-50-support

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FCC Compliance Statement

This device complies with part 15 of the FCC rules. Operation is subject to the following two conditions: (1) this device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation. This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to part 15 of the FCC rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses, and can radiate radio frequency energy and may cause harmful interference to radio communications if not installed and used in accordance with the instructions. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and the receiver.
- Connect the equipment into an outlet that is on a different circuit from the device.
- Consult the dealer or an experienced radio/TV technician for help.

Notice: changes or modifications not expressly approved by the party responsible for compliance could void the user's authority to operate the equipment.

IC Compliance Statement

This device complies with Industry Canada license-exempt RSS standard(s). Operation is subject to the following two conditions:

- 1. This device may not cause interference, and
- 2. This device must accept any interference, including interference that may cause undesired operation of the device. This Class B digital apparatus complies with Canadian ICES-003.

IC attestation de conformité

Le présent appareil est conforme aux CNR d'Industrie Canada Applicables aux appareils radio exempts de licence. L'exploitation est autorisée aux deux conditions suivantes :

- (1) l'appareil ne doit pas produire de brouillage,
- et (2) l'utilisateur de l'appareil doit accepter tout brouillage radioélectrique subi, même si le brouillage est susceptible d'en compromettre dispositif.

Cet appareil numérique de la classe B est conforme à la norme NMB-003 du Canada.

Warnings, End-User License Agreement, and Warranty

This equipment complies with FCC & ISED (IC) radiation exposure limits set forth for an uncontrolled environment and meets the 47 CFR 2.1091 & RSS-102 of the FCC & ISED (IC) radio frequency (RF) Exposure rules. This equipment should be installed and operated keeping the radiator at least 20 cm or more away from person's body.

Safe Driving Practices

Always use your best judgment. Exercise caution and common sense when the vehicle is in motion. Do not become distracted by the vehicle while driving. Minimize the amount of time spent looking at the device while driving. Do not input destinations, change settings, or access any functions requiring prolonged use of the device controls while driving. Pull over in a safe and legal manner before attempting such operations.

End-User License Agreement

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The Customer must pay any initial shipping charges required to ship the product for warranty service, but the return charges will be at Rand McNally's expense, if the product is repaired or replaced under warranty.

Repairs or replacements have a 90-day warranty. If the product returned is still under its original warranty, then the new warranty is 90 days from the date of repair or replacement or to the end of the original one (1) year warranty, whichever is longer.

This warranty gives the Customer specific rights. Other rights may be available to Customer which vary from state to state. Exclusions: This limited warranty does not apply: (1) to any product damaged by accident; (2) in the event of misuse or abuse of the product or as a result of unauthorized alterations or repairs; (3) if the serial number has been altered, defaced or removed; or (4) if the owner of the product resides outside of the U.S.A. or Canada.

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