



---

## Instruction Manual for Drivers

---



**Important:** Per FMCSA rules, this guide must be kept in the vehicle at all times.

---

## Table of Contents

### Installation & Recording Driving Time

Install the KeepTruckin ELD in your vehicle .....	3
Download the KeepTruckin App .....	5
Login to the KeepTruckin App .....	5
Connect your mobile device to the KeepTruckin ELD .....	6
Record Hours of Service with the KeepTruckin ELD .....	7

### Useful Tools

Let an officer inspect your logs .....	8
Email or fax your logs .....	8

### Troubleshooting

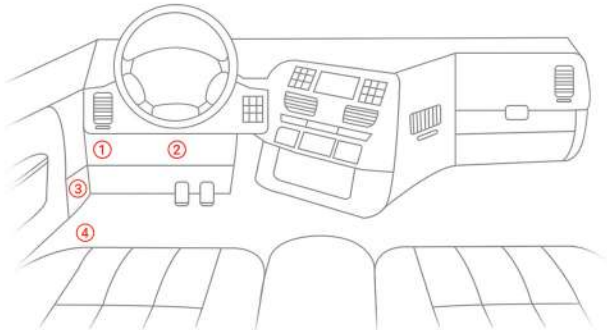
Trouble connecting with the ELD .....	9
ELD malfunction .....	10

## Install the KeepTruckin ELD in your vehicle

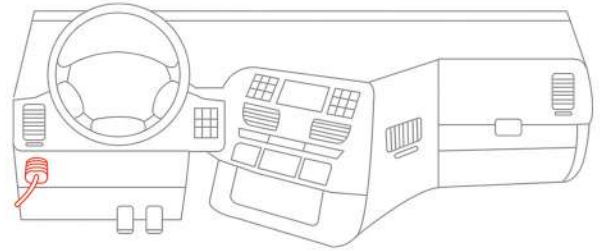
**01** With the engine off, locate the diagnostic port inside the vehicle. The diagnostic port is generally located in one of four places:

1. Underneath the left side of the dash
2. Underneath the steering wheel
3. Near the driver's left kick panel
4. Below the driver's seat

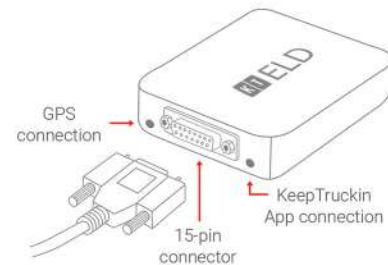
For installation video and other details please visit [support.keeptruckin.com](http://support.keeptruckin.com)



**02** Attach the 9-pin, 6-pin or OBDII cable to the diagnostic port of the vehicle.

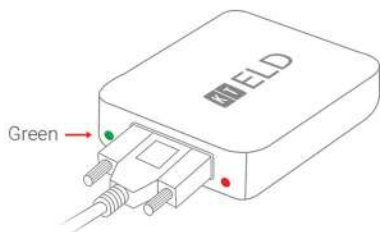


**03** Attach the other side of the cable to the KeepTruckin ELD. Screw down the thumbscrews on the 15-pin connector to secure the cable to the ELD.

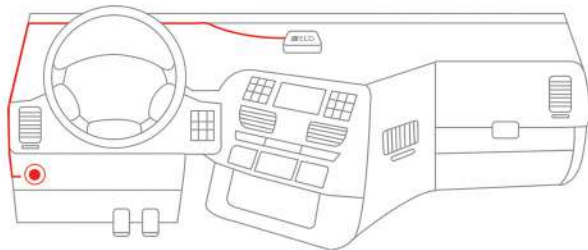


## Install the KeepTruckin ELD in your vehicle

- 04** Once plugged in, the indicator lights will flash momentarily before turning solid red. After approximately one minute, the left-side indicator light will turn green, indicating a successful GPS connection. If this does not occur, try moving the ELD to increase exposure to the sky.

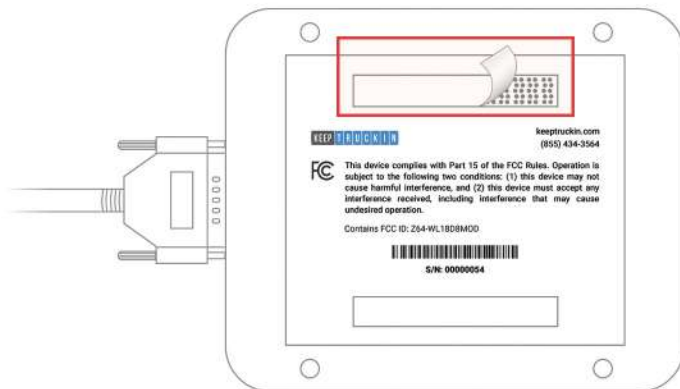


- 05** Choose a spot on the top of the dashboard to mount your ELD. The mounting spot should be near the windshield, but away from any vents or electrical components that may cause interference.



- 06** Before you mount the ELD, use the provided alcohol swab to clean the mounting area.

- 07** Remove the backing from the adhesive strip and mount the ELD to the cleaned area.

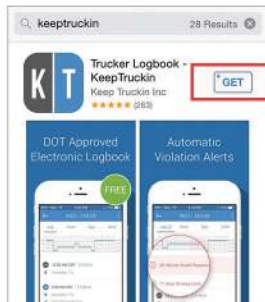


## Download the KeepTruckin App

- 01 For **Android phones** and **tablets**, download the KeepTruckin App from the Google Play Store.



For **iPhones** and **iPads**, download the KeepTruckin App from the App Store.

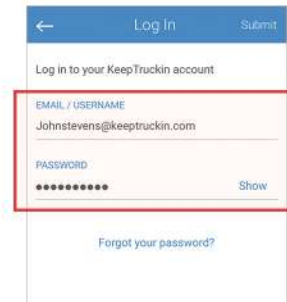


## Login to the KeepTruckin App


- 01 Open the KeepTruckin App and select  .



- 02 Enter your email / username and password. If you do not have a KeepTruckin account, contact your fleet manager.



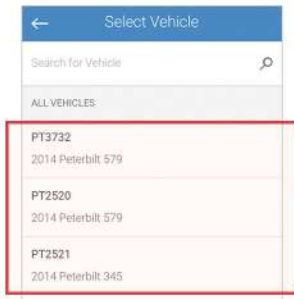
## Connect your mobile device to the KeepTruckin ELD

- 01** On the main **Logs** screen, tap  to connect with your vehicle's ELD.




- 02** A list of your company's vehicles will appear. Select the vehicle that you want to connect to.

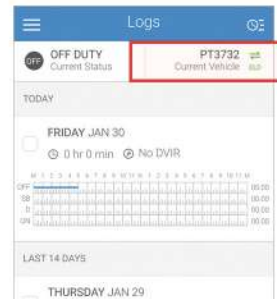
Please ensure that Bluetooth is enabled on your device before you connect to the KeepTruckin ELD.



- 03** Your device will automatically attempt to connect to the vehicle's ELD using Bluetooth.



- 04** A green icon  will appear at the top right of the main Logs screen to indicate a successful connection.



## Record Hours of Service with the KeepTruckin ELD

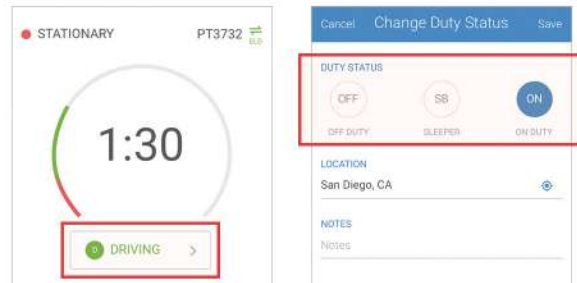
- 01** When your vehicle is moving at 5 MPH or greater, KeepTruckin considers the vehicle to be **IN MOTION** and your duty status will automatically be set to **Driving**.



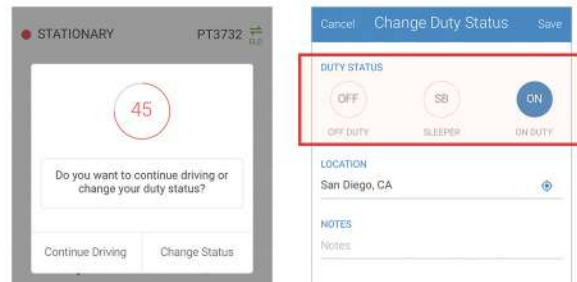
- 02** At 0 MPH, the vehicle is considered **STATIONARY**.



- 03** When **STATIONARY**, you can change your duty status by tapping **DRIVING** and selecting one of the alternate duty statuses listed.

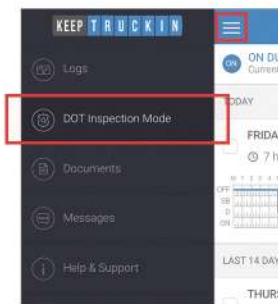



- 04** If the vehicle remains **STATIONARY** for five minutes, a pop-up window will appear that asks if you would like to change your duty status. If nothing is selected, your duty status will automatically be changed to **On Duty**.

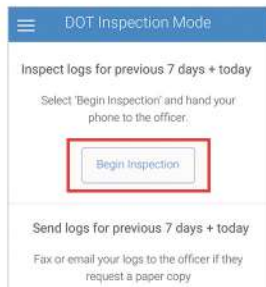


## Let an officer inspect your logs


- 1 Tap on the menu  icon on the top left and select **DOT Inspection Mode** from the menu.

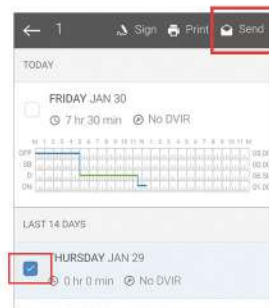


- 2 To let an officer inspect your logs directly from your device, tap . Your logs will appear on the screen in the standard format. Hand the officer your mobile device.

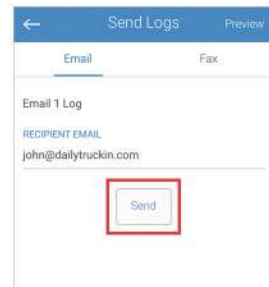


## Email or fax your logs

- 1 From the main **Logs** screen, tap the checkbox next to each log you want to send and tap the  button in the upper right corner.




- 2 Enter the email address or fax number of the recipient under the appropriate tab and tap  to finish.






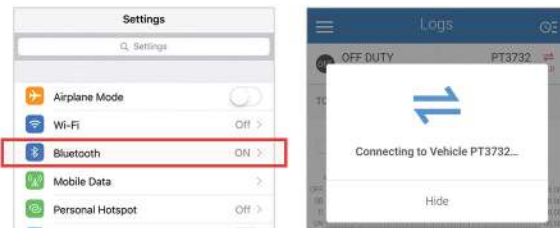
## Trouble connecting with the ELD


- 01** Tap on the  in the upper right of the KeepTruckin App. If there is a currently selected vehicle tap on **Leave Vehicle**. Then reselect the vehicle you're attempting to connect with. If a pairing request dialog appears on screen or in the system tray, select the option to pair with the ELD. Wait 30 seconds when the connecting to vehicle dialog appears on screen. If it doesn't connect after 30 seconds, tap **Hide** and move on to the next step.

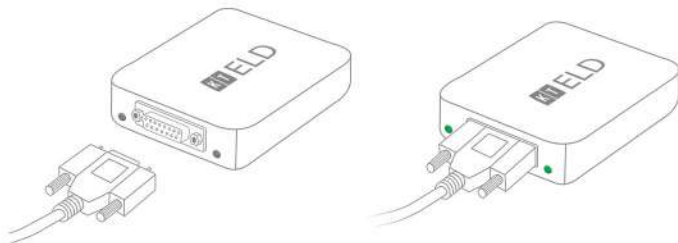


- 02** Tap on the  in the upper right of the KeepTruckin App. If there is a currently selected vehicle tap on **Leave Vehicle**. Toggle your phone or tablet **Bluetooth** connection off and back on. Once Bluetooth has been turned back on go ahead and reselect the vehicle you're attempting to connect with. Be sure to wait 30 seconds once the **Connecting to Vehicle** dialog appears on screen like before.

If you are still unable to connect after 30 seconds, tap **Hide** and move on to the next step.



- 03** Tap on the  in the upper right of the KeepTruckin App. If there is a currently selected vehicle tap on **Leave Vehicle**. Unplug the ELD from your vehicle and wait for the lights to go off. Reboot your phone or tablet then plug the ELD back in. Once the ELD lights are back on, try connecting to your vehicle again like before.



## ELD malfunction

### § 395.22 Motor carrier responsibilities—In general.

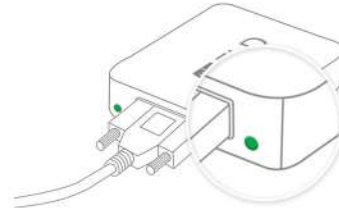
(h) In-vehicle information. A motor carrier must ensure that its drivers possess onboard a commercial motor vehicle an ELD information packet containing the following items:

3. An instruction sheet for the driver describing ELD malfunction reporting requirements and recordkeeping procedures during ELD malfunctions.

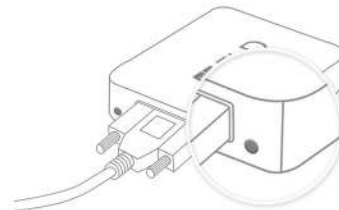
The following instructions are in accordance with the guidelines set forth in § 395.34:

### How does the driver know if the ELD is malfunctioning?

Neither of the LED lights on the device are turned on (neither green nor red) when the device is plugged into the truck's diagnostic port and power is flowing to it.



Functioning (Lights On)



Malfunctioning (Lights Off)

---

## ELD malfunction

### What does the driver need to do if the ELD is malfunctioning?

- 01** Immediately contact KeepTruckin support at 855-434-3564 or [support@keeptruckin.com](mailto:support@keeptruckin.com) to troubleshoot the issue.
- 02** Note the malfunction and provide written notice to your fleet within 24 hours.
- 03** Keep a paper log for that day and until ELD is repaired or replaced. In the event of an inspection, display the previous 7 days logs from the KeepTruckin App.

### What does the fleet need to do if the ELD is malfunctioning?

- 01** If a motor carrier receives or discovers information concerning the malfunction of an ELD, the motor carrier must take actions to correct the malfunction of the ELD within 8 days of discovery of the condition or a driver's notification to the motor carrier, whichever occurs first.
- 02** In the event of an ELD malfunction, KeepTruckin will send a new device upon notification from a Fleet Administrator.
- 03** If a motor carrier needs a time extension, they must notify the FMCSA Division Administrator for the State of the motor carrier's principal place of business within 5 days after a driver notifies the motor carrier according to the guidelines set forth in § 395.34(2).

## Still Have Questions?



Visit our Support Center  
[support.keeptruckin.com](https://support.keeptruckin.com)



Call KeepTruckin Support  
(855) 434-3564



Email KeepTruckin Support  
[support@keeptruckin.com](mailto:support@keeptruckin.com)



Environmentally  
responsible printing



Made in the  
USA