Welcome to Mobile Warriors' IDDL App.

You can always go to our website where you'll find a series of short training videos showing each app feature.

Do this First

1. **Driver Tab.** Go to the Driver Tab and make sure each line item is completed so your reports will print correctly. Touch the "More Tab" (iPhone only), then the "Driver Info" tab. If any line is missing info, go into edit mode by touching the "Edit Tab." Enter the information requested into each field. Touch "Save" when you're finished. All of your information and data will be saved and securely stored in our 'cloud server.'
2. **Equipment Tab.** You'll need to enter your equipment for inspection. Touch the equipment tab and then the "New" or "+" button. Enter the requested information line by line. The Type, Name, License Plate must be completed. Other fields can be completed later. When you have finished, touch "Done." All your Equipment will be saved in our cloud server.

Creating Driver Logs

Touch the "Logs" tab. If the iPhone upright, the hours summary appears. Turn the iPhone sideways to see the logs chart. On the iPad, turn it sideways and the log chart will appear with a list of prior duty status entries in the left window. Simply touch one of the 4 status buttons on the left side of the RODS Chart screen to change your duty status. A new status entry will appear. Fill in the requested information. Then select "Done" and then "Close". Your chart view is now updated with your current duty status. On the iPhone, touch the "Entries" button and you'll see a list of your previous entries. Touch "Done" to go back to the logs chart.

Swiping your finger right or left across the RODS Chart screen will change days. Touch the "Today" button to move the log to today.

Hours Summary

To view your hours summary, touch the "Logs" tab button on the bottom of the screen. When the iPhone is held upright, you'll see your current rule set, and a monthly hours summary by day. On the iPad touch the "Summary" button on the top right. You'll see your summary of hours worked and hours eligible to work as you scroll down through the page.

Touch the "Entries" button and you'll see a list of your previous entries. Touch "Done" to back to the logs chart. Change the month by touching the small arrow to the right or left of the month displayed.

Changing Rule Sets

When in the Logs Tab, your current rule set is displayed at the top of the Hours Summary screen. Change rule sets by touching the “Rule Set” button. Then touch the rule set you wish to use.

Alerts
There are two alerts: 1. The 30 minute waning. 2. An out of service hours warning. A warning message will sound, and a red bar will appear in the “Hours Summary” screen. Touch the alert bar to see which days are affected, then touch on that day to see the specific problem. Then go back into your logs to make corrections.

Making Corrections to Log Entries
On the iPhone, touch the Logs tab, then touch the "Entries" button. A list of previous duty status entries will appear. On the iPad logs tab, a list of entries is displayed in the left window when it’s turned sideways. Scroll and touch the one you want to correct, then touch the “Edit” button to go into “Edit Mode.” Make your corrections, then touch "Save." Touch "Entries" to go back to the list of status entries, then "Done" to go back to the Hours Summary or RODS Chart.

To delete a duty status entry, swipe that entry rapidly to the right with your finger. A red delete button will appear on the right. Touch "Delete" and a "Delete It" button will appear. Touch "Delete It" and your entry will be deleted. Touch "Keep It" or anywhere else on the screen to stop the delete.

Inspections
Inspections are performed by touching the Inspection tab. Touch "New" or "+" button to start an inspection. Enter your odometer reading. Select Pre-Trip, Load Check, or Post-Trip, then add your odometer reading and touch “Record Odometer.” To skip entering your odometer touch “Skip Odometer.” Add the vehicles you are inspecting by touch the “Vehicle” line (Pre-Trip Only), and complete the other lines as needed for the driver log report. Touch “Save” to save this info. Now touch the blue “Inspect” icon and you can scroll up/down the inspection checklist with your finger. On the iPhone, touch "Inspections" on the top left to go back to the list of inspections. On the iPad, you will see a list of inspections in the left window.   Has your inspection passed?

Edit or Delete an Inspection

Touch the Inspections tab. A list of past inspections will appear. On the iPad (held sideways) a list of inspections is displayed in the left window. Scroll and touch the one you want to correct, then touch "Edit." Make your corrections, then touch "Save" or "Done." Your changes will be saved in the cloud servers and on he device. On the iPhone, touch "Inspections" to go back to the list of prior inspections.

To delete an entry, simply swipe that inspection entry rapidly to the right with your finger. A red "Delete" button will appear on the right. Touch "Delete" and a "Delete It" button will appear. Touch "Delete It" and your entry will be deleted. Touch "Keep It" or anywhere else on the screen to stop the delete.

Reporting an Inspection Failure

While in the inspection checklist, then touch the failed item, then touch "Mark as failed." a new window will appear. You can type in a remark. Take a picture of the failed item by touching the "Picture" field. Touch "Save." To send in a failure report scroll down to the bottom of that window. Touch "Send Record" and enter the email of the person you want to receive the report in the "To" field. Touch "Send" in the top right and off it goes!!

Clearing a Prior Inspection Failure

A prior inspection failure remains failed until the drivers clears it on the next inspection. To do this, choose the equipment, touch done, then touch the blue “Inspect” icon to view a list of items to inspect. Touch the failed item, then touch "Mark as Passed." The item is now cleared.

Edit or Delete Equipment

Touch the Equipment tab. A list of equipment will appear. On the iPad Equipment tab, a list of equipment is displayed in the left window. Scroll and touch the one you want to correct, then go into “Edit Mode (touch the "Edit" Button). Make your corrections, then touch "Save" or "Done." Your changes will be saved in the cloud servers and on he device. On the iPhone, touch "Equipment" to go back to the equipment list

To delete equipment, simply swipe that equipment entry rapidly to the right with your finger. A red "Delete" button will appear on the right. Touch "Delete" and a "Delete It" button will appear. Touch "Delete It" and your equipment will be deleted. Touch "Keep It" or anywhere else on the screen to stop the delete.

Reports

Reports for drivers logs or inspections can be viewed, printed or emailed. Touch the "Reports" tab. Choose your report, then touch "Build Report." Your report will print to the screen. Touch the "Approve" button after you’ve viewed and corrected your logs. You can electronically view, print or email your logs by touching the appropriate button.

There are different formats of the reports available to choose from. After touching the Reports tab, touch "format" in the top right corner to choose the format you want to use.

Fuel Purchases and Other Expenses

To record expenses, touch the Expense tab (in the More tab on the iPhone). Touch "New" or "+" button and complete each line item. Touch "Receipt" then touch the little camera button to take a picture of the receipt. Touch "Use" and touch "Save" to record the expense. You can email a copy of it by touching "Send Record" Enter the email of the person you want to receive the expense report in the email's "To" field. Touch "Send" in the top right and off it goes!!

Recording Activities and Loads

Activities are non-driving events that occur such as hauling a load. They are time and date centric. You can record and track activities over time. Touch the "Activities " tab (under the More tab). You'll see a list of activities already recorded (on the iPad the list will be in the left window). To add an activity touch the "New" or "+" button and complete each line item. You can set a start and end time/date. Leave the "Completed" line at "No" until the activity is completed. Touch "Save" and your activity is recorded and synched into our cloud servers. You can email a copy of it by scrolling down and touching the "Send Record" button. Enter the email of the person you want to receive the activity in the email's "To" field. Touch "Send" in the top right and off it goes!!

Complete an Activity or Load with a Customer Signature

To complete an activity or load touch the Activity tab under the More tab. Scroll and touch the activity you wish to complete, then touch the edit button. Record the end time and date. Touch the "Completed" line and touch the "Off" button. It will change to "On." Touch the back button. You can add a customer signature by touching the "+" button in the multimedia field. Type in a unique attribute name such as the name of the person signing, then touch "Signature." have the person sign, then touch "Accept." Touch "Save" and your activity is recorded and synched into our cloud servers. You can email a copy of it by scrolling down and touching the "Send Record" button. Enter the email of the person you want to receive the activity in the email's "To" field. Touch "Send" in the top right and off it goes!!

Add a picture to an Activity or Load

To add a picture to an activity or load touch the Activity tab under the More tab. Scroll and touch the activity you wish to complete, then touch the edit button. Record the end time and date. If the activity is finished touch the "Completed" line and touch the "Off" button. It will change to "On." Touch the back button. You can add the picture by touching the "+" button in the multimedia field. Type in a unique attribute name such as the name of a person or company, then touch "picture." Touch the little camera button and take the picture. Touch "Use" and the picture will be added to the record. Touch "Save" and your activity is recorded and synched into our cloud servers. You can email a copy of it by scrolling down and touching the "Send Record" button. Enter the email of the person you want to receive the activity in the email's "To" field. Touch "Send" in the top right and off it goes!!

Change the Order of Icons on the Tab Bar

(iPhone only) To move or change the order of the icons on the Tab Bar at the bottom of the screen touch the "More" tab, then touch "Edit." touch and drag the icon you want down to the place you want it on the tab bar. Touch "Done" when completed.

Inspection Observations

In the course of performing and inspection you may find something that requires attention in the near future, but not immediately. Instead of "failing" that item, you can record and send an observation about it.

In the Inspection tab, use your current inspection, or touch your most recent inspection and touch "Edit." Scroll down and touch the "Observation" field. Type in your observation, then touch "Back." Add a picture by touching the "Multimedia" field. Type in any short description "Attribute name" that describes the part, then touch the "Picture" field. Touch the small camera icon and take the picture. Touch "Use." You'll notice your picture shows up as an icon. Touch "Save" and then scroll down and touch "Send Record." Enter the email of the person you want to receive the observation report in the email's "To" field. Touch "Send" in the top right and off it goes!!

Getting Accurate Daily Driver Logs

DDL's are based on a calendar 24 Hour clock. Many of the inputs for the log come from inspections. Several things must be present in order to have accurate DDL's. During your Pre-Trip Inspection, be sure to add your beginning odometer reading. Also complete the Shipper, Commodity, and Documents fields. Miles are automatically calculated for you and added the logs. Your signature should be set up in the Driver Info.

Driving Past Midnight

If you drive past midnight, you will be prompted to input the odometer reading as of midnight when you make the next duty status entry. Mileage will be properly calculated for the 24 hour calendar day. If you're not 100% certain about the odometer reading at midnight, just make your best guess.

Use of Pre-Trip Inspections:

The odometer reading from the last “Off Duty” status entry of the 24 hour day will automatically populate the ending odometer field of the Pre-Trip Inspection and miles driven will be calculated for you.

Using Pre-Trip and Post Trip Inspections:
Enter the odometer, and touch the "Post-Trip" button. Your DDL will now reflect that inspection and miles driven will be properly calculated for you.