

How to Switch from AOBRD to ELD: The ELD Configuration Wizard

The ELD Mandate

As of December 16, 2019, any existing AOBRD (Automatic Onboarding Recording Device) compliant Fleet operating in the United States are required to update to the **Electronic Logging Device (ELD)**, unless a Motor Carrier is otherwise Exempt. This also includes motor carriers domiciled in Canada that travel in the United States.

Fleet Administrators must make the update from the BigRoad Web application to ensure their **Fleet, Trucks** and **Drivers** are ELD Ready.

To help Fleets with a smooth and timely transition to ELD, AOBRD users will see *ELD Deadline Notification Banners* on the BR Web application, as soon as they log in from November 21st until they make the switch to ELD.

The ELD Deadline Notification Banners

The Notifications Banners provide the following three options to help Fleet Administrators make the switch to ELD:

- Switch Now/Switch Trucks Now
- This doesn't Apply to My Fleet, and
- I'm Not Ready yet
- Switch Now/Switch Trucks Now: Selecting this option provides access to a guided wizard to complete the switch from AOBRD to ELD.

Note Fleets that are already configured for ELD, but still have AOBRD trucks will see **Switch Trucks Now** instead.

This Doesn't Apply to My Fleet: This option is for fleets in Canada that don't have vehicles that drive to the US or fleets in the US that are exempt from using ELD.

This option is also applicable for Fleets in Canada that have some vehicles that travel to the US and some that don't. In this case they can select this option, if they do not wish to switch the Trucks not traveling to the US to ELD.

Selecting **This Doesn't Apply to My Fleet** will dismiss the warning banner and no subsequent banners will be displayed.

Note: If there are more than one Administrators in the fleet, they will receive an email notifying them of this selection.

I'm Not Ready Yet: Selecting this option will dismiss the Notification banner and will reappear every 7 days until Dec 1 and every day until December 16.

Note: To learn more about the ELD Deadline Notification Banners, please refer to the "ELD Readiness Notification Banner" guide on the website



The ELD Configuration Wizard

Once you select **Switch Now/Switch Trucks Now** from the notifications, the ELD Configuration wizard displays for a seamless step by step switch to ELD.

- 1. Login to the BigRoad Web Application
- On the Notification Banner, click Switch Now/Switch Trucks Now to access the wizard

The Wizard is organized in Five sections:



- Introduction
- ELD Readiness
- ELD settings
- ELD Options, and
- Switch



In this Quick Reference Card, we will discuss each of these sections in detail:

Introduction: This section introduces and identifies the Four ELD configuration steps involved in the wizard for the switch



- On the Introduction section of the wizard, click the Next button to proceed to the ELD Readiness section
 - ELD Readiness: This is the First Step in making the entire Fleet ELD ready. This section illustrates the Fleet, Trucks, and Drivers that have and do not

have the necessary ELD information required in the application to be ELD Ready. *The ELD Readiness section has three tabs for Fleet, Drivers and Trucks Info.*

Note: Each tab has an **ELD Ready** column and if the **Fleet, each Driver** and **each Truck** has the required information in the BR application to become ELD ready, the ELD Ready column displays a **Green tick.** However, when the required information is missing, the columns and tabs display a **Red circle**

Note: Some Fields on this screen are only editable for a BigRoad Direct customer. Fleet Complete and BigRoad customers will need to update certain information like VIN, License Number etc. from the FC Web application.

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Introduction	1. ELD Readiness	2. ELD S	ettings	3. ELD Options	4. Switch
Step 1 Please verify all required informati Note: A DashLink device is required to be wizard unless the DashLink device profile nase to do so	on is filled in and correct installed in your trucks fo ID is populated here. If yo	r them to be u wish to pair	ELD compliant. El your truck with y	ectronic log trucks can rour DashLink by VIN, y	not be switched to ELD from this ou must go to each truck's
Only show entries with missing	data				
✓ Fleet Info ✓ Dr	ivers Info 🌐 Tru	icks Info			
Name	DOT No.			ELD Ready	
Penner Transport Lines	22334455			×	
÷				Save	Next

- 1. In the ELD Readiness section, select the checkbox next to **Only Show Entries with Missing Data**, as necessary, to only see missing information for Fleet, Trucks & Drivers
- 2. In each tab, enter any missing information in the fields, as necessary



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Step 1 Please verify all n Note: A DashLink device wizard unless the profile page to do Only show en	equired information e is required to be in e DashLink device ID o so. htries with missing d	is filled in and correct stalled in your trucks for the is populated here. If you wis ata	m to be ELD compliant. I h to pair your truck with	Electronic log trucks ca your DashLink by VIN	in not be switched to ELD from this you must go to each truck's
			licence	State/Pr	ov ELD Ready
First Name	Last Name	Email	LIUCIISC		
First Name	Last Name	Email erin nenner@bigroad	com 1837490	3984 Ontario	1

- 3. Click the **Save** button on each tab to save the information
- Click the tab header to enter missing information in the next tab, as necessary. For e.g. Drivers Info tab

onie page to do so.				
Only show entries w	ith missing data			
 Fleet Info 	Drivers Info	Trucks Info		
Number	Device ID	VIN	Log Type	ELD Ready
AOBRDTruck	AAAA-AAAA-AAAA	JH4KA4633KC020287	ELD	1
DashTruck	AAAA-AAAA-AAAA	JH4CU2F65CC800562	ELD	1
ELDTruck	A0E6-F815-CAF7		ELD	0
		Missing Info		
LOGTruck			ELECTRONIC	0
	Missing Info	Missing Info		
SPSTruck	CCC5-D26C-6138	JH4KB2F37AC800065	AOBRD	1
MGSTruck	A1B2-C3D4-E5F4	1FU111117E0X4RA1X	AOBRD	 Image: A second s

- 5. Once finished, click the **Next** button at the bottom to proceed to the ELD Settings section
- ELD Settings: The ELD Settings is the Second step in the switch from AOBRD to ELD process. The following three settings must be enabled to make your Fleet operations ELD compliant.

- Enable ELD: This allows Trucks in your Fleet to be ELD complaint. Once enabled, this setting cannot be reverted.
- Turn on Driver Approval of Carrier Edits: Carrier/suggested Edits enable a Safety Manager to send a group of log edits to a Driver to approve or reject. As per ELD Rules Drivers will have the final say about what appears on their logs. When a driver approves the Carrier edits, the edits are applied to driver's log immediately, However, when they Reject the suggested edits, they are not applied to the driver's log and it remains unchanged. If rejected, the Safety Manager can re-send the suggested edit if needed or revert to the previous version of the log.
- Track Unidentified Driving for ELD Trucks Any driving of an ELD enabled vehicle without a driver being connected to the ELD will be logged against the Unidentified Driver profile. Admins will be responsible for reviewing any unclaimed unidentified driving and either assigning it to the responsible driver or annotating why it was unidentified. This is required and will automatically be in effect for all ELD vehicles.
- Enabling Unidentified Driving Fleet-wide so AOBRD Trucks also Track unidentified Driving: This is an optional setting which will enable tracking of unidentified driving for AOBRD trucks in the fleet as well as ELD trucks. This will primarily apply in Canada where only trucks that go to the U.S. are required to be switched to ELD at this time.
- 1. In the ELD Settings section, select the checkbox next to each setting
- 2. Click the Next button

Note: You will not be able to click Next without selecting the three Required Options.





On the pop-up disclaimer window, select Enable ELD



Note: If the ELD setting options are already enabled for the fleet, the boxes will be checked by default and cannot be unchecked.

ELD Options: The Third step in the process is selecting the ELD Options. This section allows the BR Admin to choose whether they would like to enable the optional settings of using Personal Conveyance and Yard Move.



- In the ELD Options section, select the checkboxes next to Personal Conveyance and/or Yard Move, as necessary
- 2. Click the **Next** button to proceed to the Switch section

Note: If these options were already enabled for the fleet, the checkboxes will be checked by default.

- Switch: The final step in the process is to switch all ELD Ready trucks to ELD. This section allows you to switch all your Trucks to ELD at once if the Trucks are ELD Ready. (Please refer to the ELD Readiness section to make Trucks ELD Ready).
 All ELD Ready Trucks are displayed with a Green tick in the ELD Ready Column.
- Trucks that are missing information to be ELD Ready are displayed with a **Red circle** with a Missing Info text in the ELD Ready column

Note: The Missing Information Fields on this screen are not editable. You will need to navigate to the ELD Readiness section using the Back Arrow to make the Trucks ELD Ready.

	roduction	1. ELD Readiness	2. ELD Settings	3. ELD Options	4. Switch
ep 4					
time to	switch your trucks to EL	D!			
y trucks	that are ELD ready can	be switched. You can finish se	tting up trucks that aren't rea	ady by navigating back to th	e ELD readiness tab.
can swi	itch the trucks that are r	eady now and switch the rem	aining trucks at a later date b	y re-running this wizard fro	m the Fleet Settings pa
Onlych	ow non ELD trucks				
only sh					
Switch	Number	Device ID	VIN	Log Type	ELD Ready
Switch	Number JimAOBRD	Device ID 000036059058	VIN 3VWB07AJ3EM2952	Log Type 82 AOBRD	ELD Ready
Switch	Number JimAOBRD MoAobrd	Device ID 000036059058 9807-2D1A-A047	VIN 3VWB07AJ3EM29524 2FZHATAK72AJ53545	Log Type 82 AOBRD 9 AOBRD	ELD Ready
Switch	Number JimAOBRD MoAobrd MoElog	Device ID 000036059058 9807-2D1A-A047	VIN 3VWB07AJ3EM29521 2FZHATAK72AJ53549	Log Type 82 AOBRD 9 AOBRD ELECTRONIC	ELD Ready
Switch	Number JIMAOBRD MoAobrd MoElog MoMGS	Device ID 000036059058 9807-2D1A-A047 000036059060	VIN 3VWB07AJ3EM29520 2FZHATAK72AJ53549	AOBRD AOBRD BELECTRONIC AOBRD	ELD Ready
Switch	Number JimAOBRD MoAobrd MoElog MoMGS TimAOBRD	Device ID 000036059058 9807-2D1A-A047 000036059060 2471-89AA-3A77	VIN 3VWB07AJ3EM29521 2FZHATAK72AJ53545 5CA665C55EUX2002	Log Type 82 AOBRD 9 AOBRD ELECTRONIC AOBRD 26 AOBRD	ELD Ready
Switch	Number JimAOBRD MoAobrd MoElog MoMGS TimAOBRD TimGenX	Device ID 000036059058 9807-201A-A047 000036059060 2471-89AA-3A77 000036028650	VIN	Log Type AOBRD AOBRD LOG Type AOBRD LOG Type AOBRD LOG Type AOBRD AOBRD AOBRD AOBRD AOBRD AOBRD AOBRD AOBRD AOBRD AOBRD AOBRD AOBRD AOBRD AOBRD AOBRD AOBRD AOBRD AOBRD AOBRD AOBRD AOBRD AOBRD AOBRD AOBRD AOBRD AOB	ELD Ready
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- 1. Select the checkboxes next to each ELD Ready truck to switch them to ELD,
- 2. Alternatively, select the checkbox at the top to select and switch all ELD Ready trucks at once
- 3. Click the Save button



4. Click Switch to ELD



5. On the Pop-up window, select **Yes** to confirm the switch

Access more ELD Documentation

Once the switch is complete, a new window displays indicating the switch is complete and provides access to all ELD related documentation on the BigRoad website.



1. Select Click here on the window

Fleet Settings: Enable ELD

You can also **switch to ELD** from the **Fleet Settings** page of the BR Web application.

The **Enable ELD** button provides direct access to the **ELD Configuration Wizard** (Discussed Above) providing an alternative way to make the switch.

- 1. From BigRoad Web click the Main Menu
- 2. Select Fleet



3. Click **Edit** on the top right-hand corner of the *Settings* screen

≡ BigRoad	Fleet	Q Training Inc
	Settings	Edit
	Profile	Headquarters
	Name: FC Transportation Inc.	Address: 88 Queens Quay West,
Switch floot	USDOT: 111111	Toronto, Ontario, Canada
-	NSC:	Time Zone: Canada: Eastern Time
🔅 Settings	Phone: 905-944-0863	
Lusers	Website:	
Removed	Hours of Service Pules	Sattings
P. Trucke	Hours of Service Rules	Settings

4. click the **Enable ELD** button to make the switch in the configuration wizard



Similarly, for ELD enabled Fleets that still have AOBRD Trucks, the Settings page will instead display a **Switch**



Trucks to ELD button that directly provides access to the ELD Configuration Wizard.

