



## LOGIN FLOW

### Sign in

- Type your name into the 'Search' box, touch your name in the list, then enter your password and press [Go](#) or [Sign in](#)

### Vehicle Configuration

- Select your vehicle, and verify your odometer (km or mi)
- [+Add](#) to associate an already hooked trailer
- [X](#) to remove a trailer that is no longer hooked
- Press [Next](#) to continue

### Review Hours

- Check your available driving time, [Edit Logs](#) to adjust your Driver Log if needed, then press [Continue](#)
- There may be [Unidentified Driving Time](#) or [Review Log Edit](#) requests. Please view and claim/accept as needed.
- Sign any unsigned logs by pressing [Sign your log](#)

### Choose Status

[Off Duty](#), [Sleeper Berth](#), [Personal Use](#), [Start/Resume Shift](#)

- *Note: Personal Use may prompt you to Unhook trailer(s)*

### Pre-trip Inspection -

- Touch a component to mark a defect, or create your own
- Touch [Done](#) when finished, complete the Safety Declaration and press [Confirm](#), then touch [Submit Inspection](#)
- *Note: defects carry forward until they're marked 'Repaired'*

## MAIN MENU

Dashboard - displays automatically when you're moving. Your Duty Status automatically changes to **\*Driving\*** when > 8kph (or 5mph)

- Shows your [current speed](#), vehicle [odometer](#), etc.
- Messages from your dispatcher may appear here when you're driving. You can mark them as viewed.

Activities - changes your Duty Status to **\*On Duty Not Driving\***  
- here you can enable [Yard Moves](#) (if avail) to NOT trigger **\*Driving\***

- Loading and Unloading - records time, location, etc.
- Fueling - enter [quantity](#), [fuel type](#), and [vendor](#)
- Inspect Load (i.e. Wrapper Check) (**Required for Loggers**)
- Brake Check (**Required during shift**)
- Hook / Unhook Trailers (as needed) (**Required during shift**)

### Delays

- Take a Break (**\*Off Duty\***) - select a reason and press [Done](#)
- Sleeper Berth (**\*Sleeper Berth\***)
- Ferry (**\*Off Duty\***) (**Required if applicable**)
- Accident/Traffic/Roadside Insp. (**\*On Duty Not Driving\***)

Apps - 3rd-party apps that can be run (i.e. DTMS Mobile, etc.)

- Press the physical 'Home' button to return to Navistream

Inspections - to view your latest Inspection or to start a new one  
Driver Logs (ELD) - to view, edit or update your log (details on back)

## LOGOUT

Post-trip Inspection - same procedure as the Pre-trip Inspection

Review Hours - for your information. Option given to sign today's log

Logout - [Remain On Duty](#), [Personal Use](#), [Sleeper Berth](#), [End Shift](#)

## 'How to' Access your Driver Logs

From the Main Menu touch the Driver Logs (ELD) tile:

ELD Menu - displays a sub-menu of tiles

- *Note*: you can also change your selected regulations here

- View Logs
  - There are 3 sections to your Driver Log:
    - Driver & Hours - graph, cycle time, etc.
    - Carrier & Vehicles - regulations, VIN, etc.
    - Events & Remarks - locations, times, etc.
  - Scroll up/dn by dragging your finger on the screen
  - To access a different day's log, swipe to the right or to the left OR choose a date from the date selector
- Edit Logs
  - Add New - fill out the required fields (inc. location)
  - Edit Selected - make your changes and Confirm
  - Remove - except for ELD generated Driving statuses
- Pending Log Edits - change requests from your dispatcher
- Unidentified Driving - recorded drive time you can claim
- Add Shipping Document - payload ref. number (waybill, etc.)
- Home Terminal - changing applies to today's log if no DSCs
- Team Drivers - here you can login a Co-Driver and then designate which one is the current Driver
- Help - access the Instruction Sheet and User Guide

## 'How to' View the Previous Inspection

From the Main Menu touch the Inspections tile:

Inspection Menu - you are presented with the most recent inspection for the vehicle you're driving

- To view the most recent Inspection for any attached Trailer(s), just touch the Trailer name/Id at the top
- To perform a new inspection for your vehicle (and hooked trailers), press the button labeled Create new inspection

## 'How to' Send your Driver Logs

- Touch the file transfer (arrow) icon in the top-right
  - It's available from any screen in the application
- Verify the Driver name and Agency or Email address you want to send to and simply touch Start Data Transfer

## 'How to' Send a Message to your Dispatcher

- Touch the message icon in the top-right. Then touch the message box, type a message, and press 'Go' or 'Send'

### **\*\* Pro Tip \*\***

To adjust the screen brightness, use two (2) fingers to swipe up/down on the screen to brighten/dim the display



For assistance call 844-571-8200, #2 OR email [navistream@stti.ca](mailto:navistream@stti.ca)

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