



LOGIN FLOW

Sign in

- Touch 'User'. Type your name in the 'Search' box. Touch your name in the list. Type your Password. Press [Go](#) or [Sign in](#)

Vehicle Configuration

- Select your Vehicle, and verify your Odometer (km or mi)
- Touch [+Add](#) to associate a trailer that's already hooked
- Touch [x](#) to remove a trailer that is no longer hooked
- Press [Next](#) to continue

Review Hours

- Check your available hours, change your regulations as needed, [Edit Logs](#) to adjust entries on your Driver Logs
- There may be [Unidentified Driving Time](#) or [Review Log Edit](#) requests. Please view and Claim/Accept as needed
- Press [Continue](#) and [Sign your log](#) for any unsigned logs

Choose Status

- **Off Duty, Sleeper Berth, Personal Use, or 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
- [Next Vehicle](#) to perform a trailer insp., [Done](#) when finished
- Complete the 'Safety Declaration'. 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

- Displays your **current speed, vehicle odometer**, etc.
- Messages from your dispatcher can appear here when you're driving. You can mark messages 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 wait 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)** - track split-sleeper periods
- **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 tablet's [Home](#) button to return to Navistream™

Inspections - to view the most recent Inspection or create 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, or 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 change your regulations here from the available list

- **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** - other ELD 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 Co-Driver and subsequently designate who is the current driver
- **Help** - view the file transfer **Instruction Sheet** on how to send your logs (if req’d) and access the Navistream™ **User Manual**



‘ How to ’ view the most recent Inspection

From the **MAIN MENU** touch the Inspections tile:

Inspections - 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’
- To perform a new inspection for your vehicle (and any hooked trailers), press Create new inspection

‘ How to ’ send your Driver Logs

- Touch the File Transfer (box & arrow) icon in the top-right
- *Note:* this is available from any screen in the application
- Verify the ‘Driver’ name and ‘Agency’ or ‘Email’ address you want to send to, then simply touch Start Data Transfer

‘ How to ’ send a Message to your Dispatcher

- Touch the Message (bubble) icon in the top-right. Touch the message box, type your message, then press Go or Send

** Pro Tips **

1. To quickly adjust the screen brightness, use two (2) fingers to swipe up/dn on the screen to brighten/dim the display
2. Visit mynavistream.com to view all your reports online !!

For assistance call 844-571-8200, #2 OR email - navistream@stti.ca

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