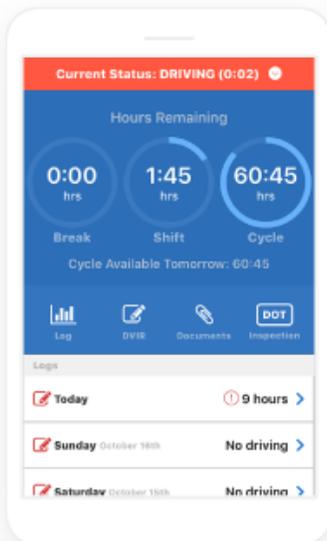


Samsara Driver App Setup Guide

The Samsara Driver App allows drivers to record hours of service, complete vehicle inspection reports, and empowers fleet operators to achieve ELD compliance



Driver name	Duty status	Time until break	Drive remaining	Shift remaining	Cycle remaining	Cycle tomorrow	Current break	Driving in violation (today)	Driving in violation (cycle)
Shannon DeHayes	ON DUTY	0:00	0:00	0:00	41:00	41:00	-	-	-
Kari Gibson	ON DUTY	0:00	0:00	0:00	0:00	0:00	-	-	-
Dena Bryant	ON DUTY	0:00	0:00	0:00	31:52	31:52	-	-	-
Christopher Kibuka	ON DUTY	0:00	0:00	0:00	0:00	0:00	-	-	1:28
Michael Shriver	OFF DUTY	0:00	0:00	0:00	26:26	26:26	-	10:00	10:00
Ramon Burton	OFF DUTY	0:00	0:00	0:00	37:47	37:47	-	14:40	14:40
Judy Jeffries	ON DUTY	0:00	0:00	0:00	50:04	50:04	-	5:43	5:43
James Jelar	OFF DUTY	-	11:00	14:00	70:00	70:00	88:57	-	-
Jeff Brooks	OFF DUTY	-	11:00	14:00	45:00	45:00	14:58	-	-
Larry Gills	OFF DUTY	-	11:00	14:00	70:00	70:00	42:11	-	0:36
Hyle Leggett	OFF DUTY	-	11:00	14:00	70:00	70:00	34:54	-	0:14
Mike Foxenas	OFF DUTY	-	11:00	14:00	70:00	70:00	101:16	-	-
Luisa Rodriguez	OFF DUTY	-	11:00	14:00	70:00	70:00	> 7 days	-	-
Mike Conroy	OFF DUTY	-	11:00	14:00	70:00	70:00	140:30	-	01:21
Robert Vitzy	OFF DUTY	-	11:00	14:00	70:00	70:00	> 7 days	-	-



Introduction

This guide enables fleet managers to deploy the Samsara Driver App to their drivers. The App allows for drivers to report hours of service and vehicle inspection reports (DVIR).

What You'll Need

In order to set up the Samsara Driver App, verify that you have the following:

- ✓ Mobile devices (tablets/smartphones) with Samsara Driver App installed
The Samsara Driver App works on both iOS and Android devices. For safety, the device should be mounted in a fixed position during the operation of the vehicle and visible to the driver when the driver is seated in the normal driving position. Check state regulations on mounted devices.

Contact support@samsara.com for recommendations on mobile devices.

- ✓ Samsara Vehicle Gateway installed in vehicles
- ✓ Internet access for your mobile device
Cellular or Samsara Vehicle Gateway Wifi Hotspot (explained below).
- ✓ Access to the Samsara Dashboard
Visit cloud.samsara.com.

Getting Started

Get Driver Fleet ID

The Driver Fleet ID uniquely identifies your company when drivers sign in to the app.

Driver Fleet ID

My Company Name

1. Log in to the Samsara Dashboard at cloud.samsara.com and navigate to Settings > Organization > General
2. (Optional) Change the default Driver Fleet ID to make it easy for your drivers to remember
3. Make note of the Driver Fleet ID which you will provide to drivers

Create Driver Accounts

Driver credentials allow your drivers to sign in to the Samsara Driver App on any mobile device.

1. Navigate to `Settings > Group > Drivers`
2. Select `Add a Driver`
3. Fill in each driver's information

You can upload driver credentials in bulk from a CSV file. Example:

```
username,password,name  
jjones,passwOrd,Jane Jones  
jsmith,pa$$word,John Smith
```

Note: Driver accounts are different from Samsara Dashboard accounts that you use to manage your fleet. In order to sign in on the Samsara Driver App you must create a driver account.

Name

John Doe

Phone

214 111 2222

Notes

Notes

Driver App login

Username

jdoe

Password

.....

Configure HOS and DVIR Settings

In order to comply with FMCSA regulation, you must configure some general information about your organization.

1. Navigate to `Settings > Group > HOS/DVIR`
2. Fill in `Carrier Name` and `Main Office Address`. This information will be displayed in the DOT Inspection Report.
3. Configure `Automatic Duty Status`. When enabled, the driver's status will automatically switch to `DRIVING` when their vehicle starts moving, and back to `ON DUTY` when the vehicle stops. This is recommended for most fleets.
4. Set `Shipping Docs Field is Required to Sign Logs`. This setting, when enabled, will require the driver to input text in the `Shipping IDs` field of the HOS log in the Driver App before certifying it.
5. Select `Default Driver Ruleset` under which your drivers operate. You can configure cycle/shift limits as well as restart the rest break requirements. The USA default is 8/70 Property with Property rest breaks required.

Carrier Name

ABC Company

Main Office Address

1234 Main St, San Francisco, CA 94561

Automatic Duty Status

Enabled

Shipping Docs Field is Required To Sign Logs

Disabled

Default Driver Ruleset

NAME	CYCLE
Default	USA Property (8/70)

Configuring Samsara WiFi Hotspot (optional)

If your drivers' mobile devices have internet access via a cellular data plan you will not need to configure the WiFi Hotspot. You can skip this section.

If you require Samsara's WiFi Hotspot to connect your device, you can configure the Samsara Vehicle Gateway to provide WiFi to your driver's mobile devices at no additional cost.

Activate WiFi Hotspot

1. Navigate to `Settings > General`
2. Select `Enabled` under `WiFi Hotspot`
3. Enter a `WiFi SSID` (network name) and `WPA Passphrase` (password)
4. Connect mobile devices to WiFi

Wifi Hotspot (for vehicle gateways)

Enabled

WiFi SSID

fleet_network

WPA Passphrase

KeepGoing#1900

If you manage many devices, contact your IT department about mobile device management software to automatically configure them at once.

You're all set up!

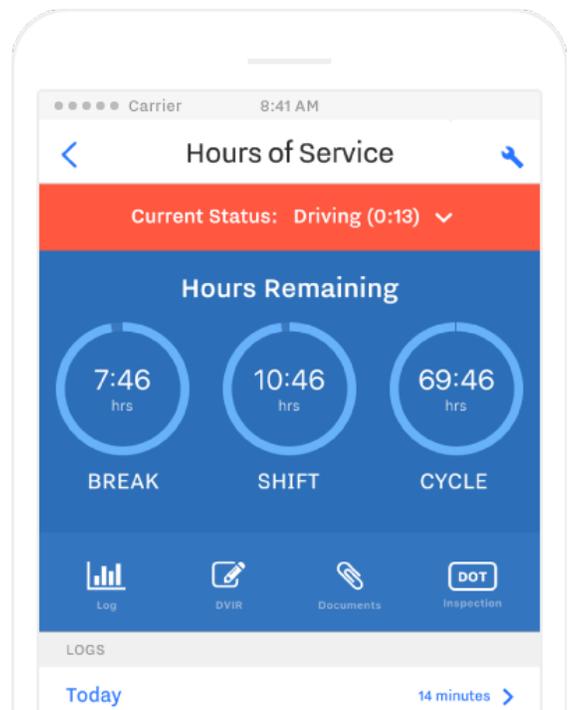
What's Next?

By now, you've configured the Samsara Dashboard for your drivers to use the Samsara Driver App. Your next step is to train your drivers, empower them with quick reference guides, and make the most of the visibility you gained now that your drivers are using the Samsara Driver App.

Train Drivers on Samsara Driver App

The Samsara Driver App has been designed to be simple and intuitive for drivers. The interface mimics familiar paper logs. Introduce the use of the app as part of the drivers' daily routine.

1. Organize an in-person training session with your drivers
2. Utilize Samsara Driver App training materials to show them the app functions



Distribute Reference Documents and Materials

Provide your drivers with the following:

- Hours of Service Reference Card for Drivers
- DOT Inspection Card for Drivers
- An 8-day supply of paper tracking forms (grid graphs) as mandated by law

Note: reference cards are available for download at samsara.com/docs.

Leverage Driver Data to Coach Drivers and Expedite Maintenance

Now that your drivers are reporting hours of service and vehicle inspections, you can manage your fleet more effectively and ensure compliance.

1. View driver HOS logs by navigating to `Fleet > Reports > Driver HOS`. You can quickly identify drivers that are ON DUTY or DRIVING which should match your active drivers on that day. If you don't see active statuses for your drivers, you should remind them to sign in to the app.
2. The Hours of Service Report allows you to avoid violations by identifying drivers operating beyond their break time, shift time or cycle time. Easily spot for drivers **nearing violation** and those **in violation**.

cloud.samsara.com

Hours of Service Report

● In violation ● Nearing violation

Driver name	Duty status	Time until break	Drive remaining	Shift remaining	Cycle remaining	Cycle tomorrow	Current break	Driving in violation (today)	Driving in violation (cycle)
Shannon Dehoyos	ON DUTY	0:00	0:00	0:00	41:40	41:40	-	-	-
Keri Gibson	ON DUTY	0:00	0:00	0:00	0:00	0:00	-	-	-
Denis Bryant	ON DUTY	0:00	0:00	0:00	31:52	31:52	-	-	-
Christopher Abraham	ON DUTY	0:00	0:00	0:00	0:00	0:00	-	-	1:25
Michael Shriver	DRIVING	0:00	0:00	0:00	35:35	35:35	-	10:03	10:03
Ramon Barton	DRIVING	0:00	0:00	0:00	37:47	37:47	-	14:46	14:46
Judy Jeffries	DRIVING	0:00	0:00	0:00	50:04	50:04	-	6:43	6:43
James Jelar	OFF DUTY	-	11:00	14:00	70:00	70:00	39:57	-	-
Jeff Brooks	OFF DUTY	-	11:00	14:00	45:02	45:02	14:58	-	-
Larry Gills	OFF DUTY	-	11:00	14:00	70:00	70:00	42:11	-	0:36
Kyle Leggett	OFF DUTY	-	11:00	14:00	70:00	70:00	34:54	-	9:14

- View Driver Vehicle Inspection Reports by navigating to **Fleet > Maintenance > DVIR**. Using filters, you can quickly identify vehicles that are **SAFE** to drive and those **UNSAFE** that need attention.
- Your maintenance team gets real-time access to DVIRs as soon as they are signed by drivers. Therefore they can reserve repair bays, prepare parts, and allocate labor in anticipation for the vehicle's arrival.

cloud.samsara.com

Driver Vehicle Inspection Reports Feb 2 - Feb 3

+ Add a DVIR entry

TYPE	VEHICLE	TRAILER	AUTHOR	AUTHOR SIGNED AT ▼	MECHANIC/AGENT MECHANIC NOTES	DEFECTS	SAFETY
Pre-trip	90907	80411	Shannon D...	Feb 3rd, 12:15 pm	-		SAFE
Pre-trip	90906	80304	Keri Gibson	Feb 3rd, 12:15 pm	-		SAFE
Pre-trip	Youngstow...		Denis Bryant	Feb 3rd, 12:11 pm	-		SAFE
Pre-trip	90105	80103	Christophe...	Feb 3rd, 11:58 am	-	!	SAFE
Pre-trip	90106	80897	Micahel Sh...	Feb 3rd, 11:46 am	-		SAFE
Post-trip	91706	80503	Ramon Bar...	Feb 3rd, 11:25 am	-		SAFE
Pre-trip	92306	80213	Judy Jeffries	Feb 3rd, 11:20 am	-		SAFE
Post-trip	90100	80100	James J...	Feb 3rd, 11:10 am	-		SAFE