



Quick Reference Card

Send Logs to the FMCSA: BigRoad Mobile App

OVERVIEW

While performing roadside inspections, DOT officials can request Driver Daily Logs to be sent directly to the FMCSA. The Inspect Daily Logs screen of the Big Road Mobile App has a **Send to FMCSA** button to make it easy to send logs directly without delay.

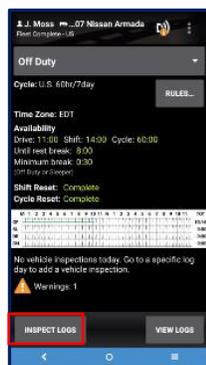
Users can choose to send logs either via **Web Service** or via **Email**.

Note: Only ELD inspections in the United States will have the option to send logs to the FMCSA.

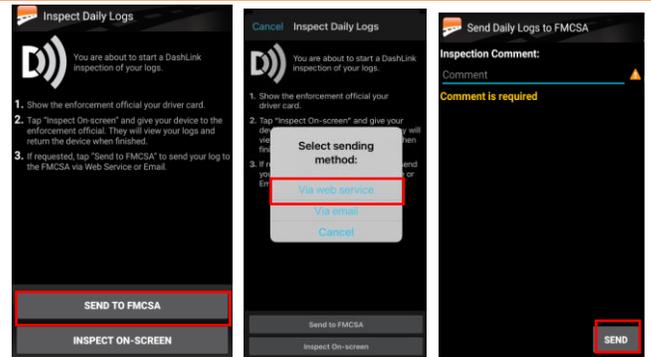
Note: Sending logs to FMCSA requires the driver to have internet access on their mobile device. If a driver does not have service at the time of inspection or cannot submit logs electronically for any other reason, they can still follow ELD rules by showing the safety official their logs using the on-screen Inspection Mode.

SEND LOGS TO THE FMCSA: VIA WEB SERVICE

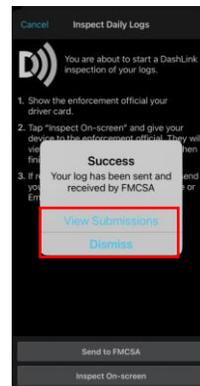
1. Login to the **BigRoad Mobile App**
2. Tap the **Logs** button



3. Tap the **Inspect Logs** button from the bottom left of the screen
4. Tap **7 Days plus Today (U.S)**
5. Tap **Inspect Logs**
6. Tap the **Send to FMCSA** button



7. Tap **Via Web Service**
8. In the **Inspection Comment** field, enter the **Routing Code** as provided by the Safety Official during inspection. This will direct the results of the log submission back to the safety official
9. Tap the **Send** button



10. A **Success** message displays on screen
11. Tap the **Dismiss** button to exit from the screen
12. Alternatively, tap the **View Submissions** button to review a history of log submissions to the FMCSA

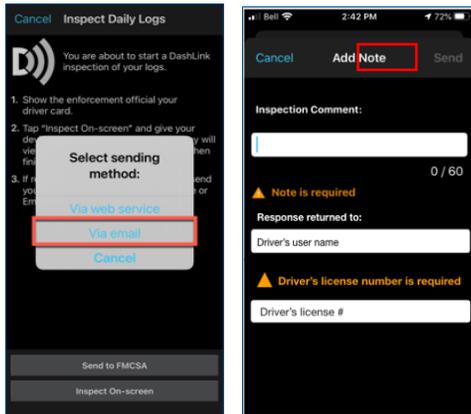
Note: Please refer to the Log Submission History Report Quick Reference Guide to learn more about the View Submission feature.



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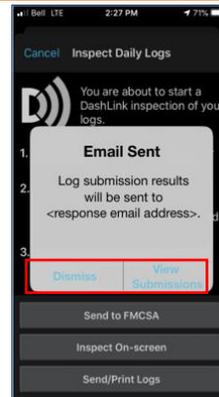
SEND LOGS TO THE FMCSA: VIA EMAIL

Drivers can alternatively choose to **send the logs Via Email** to the FMCSA.



1. Tap **Via email** from the Select sending method window.
2. In the **Inspection Comment** field, enter the **Routing Code** as provided by the Safety Official during inspection. This will direct the results of the log submission back to the safety official.
3. By default, the **Response Return to** field shows the Driver's email address. Drivers can change it if they would like the response sent to a different email address, preferably the person at their fleet responsible for monitoring the submissions i.e. Safety Manager, Fleet Administrator.
4. The **Driver's License #** field will only display if the Driver's license number is missing from the Driver's profile. In that case, enter the license number.
5. Tap the **Send** button

The Email response (success or failure message) from FMCSA will be sent directly to the Email address provided by the driver when the logs were submitted.



Once sent, an **Email Sent** pop up notification displays to indicate, the FMCSA Success or Failure response will be sent to the Driver's email Address that was entered when they submitted the logs.

6. Tap the **Dismiss** button to exit from the screen
7. Alternatively, tap the **View Submissions** button to review a history of log submissions to the FMCSA.

Note: Please refer to the Log Submission History Report Quick Reference Guide to learn more about the View Submission feature.