#### How to Login to Transflo App

- 1. Select "Begin Registration"
- 2. Enter FLEET ID = OKLBM
- 3. Enter your email, first name, last name, and phone #
- 4. Select "proceed"
- 5. Enter your truck number.
- 6. Enter password = last four of your SSN # (This is the same info to login to your driver portal)
- 7. Enter your driver ID (typically the 1st 3 of your last name & 1st 3 of your first name unless you have a 01,02,03 etc.. Example: JANE DOE = DOEJAN)
- 8. Select "Submit registration"

### How to Login to Hours of Service

- 1. Select "HOS LOGIN" from the home screen of Transflo.
- 2. Your email address should be prefilled. If not, enter your email into "username" field.
- 3. Enter password = last four of your SSN twice (Example: 12341234)
- 4. Enter your truck # in the search box that says "Name, Vin, or serial number" then select it.
- 5. Make sure all your tabs contain the correct info then hit "save & continue."
- 6. Click "verify all days" at the bottom of the screen then hit "agree."
- 7. Click "skip remainder" at the bottom of the screen.

## How to Logout of the Hours of Service

- 1. Click the person icon towards the top of the screen near the bell.
- 2. Select log out.
- 3. Click "skip remainder" at the bottom of the screen.
- 4. Select "save & continue" at the bottom of the screen.
- 5. Select "verify all days" at the bottom of the screen then "agree."
- 6. Select "verify and log out."
- 7. It will then kick you back to the home Transflo screen and you're successfully logged out.

### Hours of Service Reminders

- Verify logs DAILY!
- Put your log "on duty" first for pre trips and post trips then log your "asset inspection" following completion of inspection.
  - $\circ$  15 min pre trips, loading, and fueling.
  - 15 minutes for unloading unless you're pulling pneumatic which is 30 minutes.
- Be sure to **ANNOTATE** your logs.
- Add your load info to the "shipments" tab when loaded. Take this load off when getting empty and replace it with an empty move for every load you do!
- Log out of your hours of service after dropping your truck off at a shop and at least once every 14 days!

- 1. Go to the home screen of Transflo where you see all of you icons such as Scan Documents, Fuel Network, Settlements, ECT. If you are in the HOS, you will need to click "Close" in the top right-hand corner to get here.
- 2. Click the "profile/human/driver icon in the top right-hand corner."
- 3. Next hit "edit" in the top right-hand corner.
- 4. Very your email is accurate and matches the one you have provided to us. If it doesn't perfectly match, correct this.
- 5. Hit update. If the load becomes visible you're good to go. If not, contact your dispatcher.

## **"OOPS SOMETHING WENT WRONG" or CO PILOT SPINNING**

• This issue is usually due to poor signal. Do you have good signal? Just because you see bars doesn't mean you necessarily have good signal. Are you on WiFi, LTE, 4G, or 5G? If you're on WiFi, take it off and see if that fixes the issue. If your service is not 4G+ they are in a low signal area and just need to move. LTE is not strong cell signal. If you're in a low service area, go ahead and get moving, getting into a better signal area should fix the issue at hand.

## **TRANSFLO OUTAGE**

- In the event of a Transflo outage, where you are unable to use the app, please download Geotab Drive. Once this is downloaded, revert to your HOS login sheet.
  - Username = email address
  - Password = last 4 of social twice
- If it ask for "Database" when logging in, this is "oakleytrucking" all one word and lowercase. This app will allow driver to still be able to access their HOS but they will not be able to use the Transflo features such as scan documents, fuel network, settlements, ect.

\*\*\*Owner Operators will need to logout of HOS at least once in a 14 day period to keep the logs refreshed and working properly. App will need to be updated as updates come available for app to work properly.

# Infinit-I Safety Video Login

- 1. Download Infinit-I Workforuce Solutions (app logo below)
- 2. Click "update registration code." If you have already previously done this, proceed to step 3. You will know if this is completed for not based on if you see Oakley's logo.
- 3. Enter OAK5405 as the registration code
- 4. Enter your driver ID (typically the 1st 3 of your last name & 1st 3 of your first name unless you have a 01,02,03 etc.. Example: JANE DOE = DOEJAN)
- 5. Enter your passwork which is the last four of your social security# (just once, not twice)



## **NETRADYNE DRIVER I LOGIN**

- 1. If you have never logged into this app, you will need to contact Safety to make sure your account is created.
- 2. Download Netradyne's Driver I app (logo below)
- 3. Enter username as your email address.
- 4. Enter password as the last 4 of your social security # twice

# driver•i

## powered by 🕅 netradyne

## Oakley DRIVER PORTAL LOGIN

- 1. Go to <u>www.oakleytrucking.com</u>
- 2. Click "Owner Operators Login" in the top right hand corner
- 3. Enter truck number & password as last 4 of your social security (just one time, not twice.)