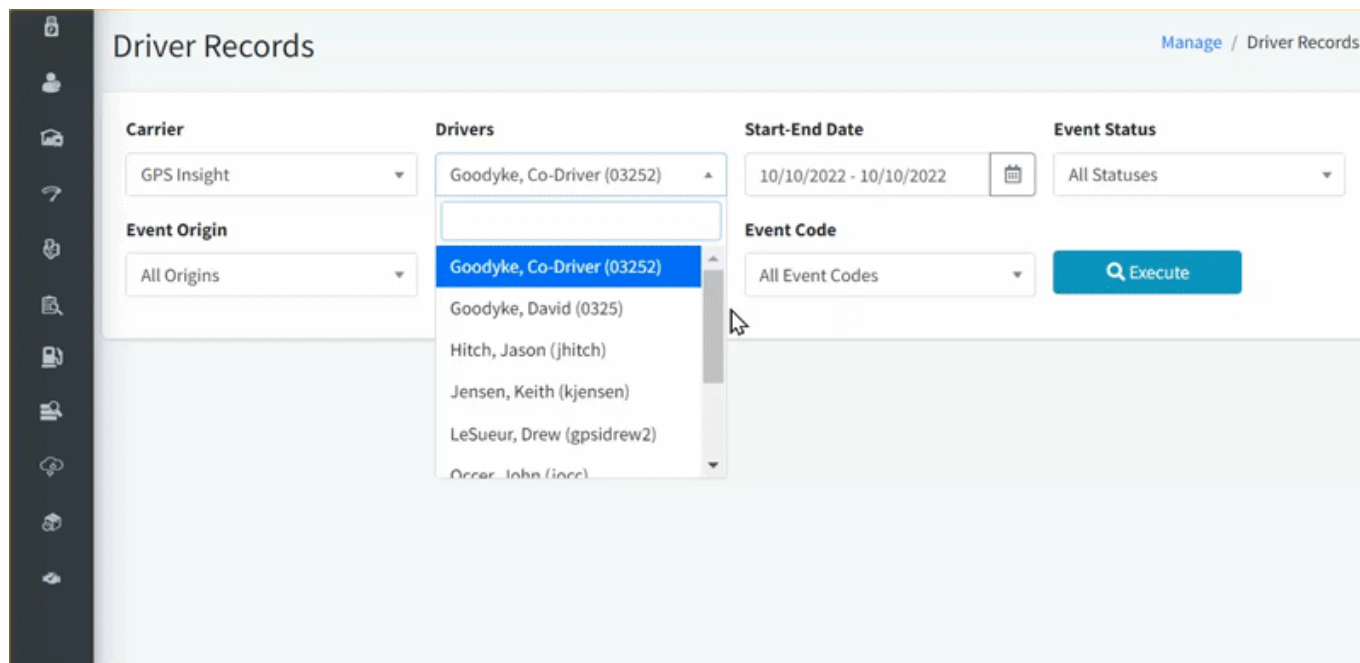


The Driver Records Portal tab allows you to run a report on all driver-duty changes made on a driver log. This report can be run for all drivers or a specific driver at a time.



**Note.** When reviewing the Driver Records report in ELD Complete, certain columns contain specific codes directly relating to the **FMCSA's Final Rule**. Please see **Driver Record Event Codes** for a list of values and corresponding descriptions.



The screenshot shows the 'Driver Records' portal interface. On the left is a dark sidebar with various icons. The main area has a light blue header with 'Driver Records' and a 'Manage / Driver Records' link. Below the header are several filter sections: 'Carrier' with a dropdown set to 'GPS Insight'; 'Event Origin' with a dropdown set to 'All Origins'; 'Drivers' with a dropdown menu open showing a list of drivers including 'Goodyke, Co-Driver (03252)', 'Goodyke, David (0325)', 'Hitch, Jason (jhitch)', 'Jensen, Keith (kjensen)', 'LeSueur, Drew (gpsidrew2)', and 'Orrer, John (jorr)'; 'Start-End Date' with a date range of '10/10/2022 - 10/10/2022' and a calendar icon; 'Event Status' with a dropdown set to 'All Statuses'; and 'Event Code' with a dropdown set to 'All Event Codes'. A blue 'Execute' button with a magnifying glass icon is located to the right of the 'Event Code' dropdown.

## ► To run the Driver Report:

1. In eDash, click the Driver Records tab.
2. Select the appropriate company from the Carrier dropdown list.
3. Select the appropriate Driver from the Drivers dropdown list.
4. Select the date range you would like to view from the calendar.
5. Select the Event Status, Event Origin, Event Type, and Event Code from the appropriate dropdown lists.
6. Once complete, click **Execute**.
7. The report will appear with the following information:
  - ELD
  - App Version
  - Timestamp
  - Driver
  - Engine Hours

- Odometer
- New Status
- City
- State
- Latitude
- Longitude
- Status
- Origin
- Type
- Code
- D/M Code

8. After reviewing the report, you can export the report to an Excel spreadsheet by click the Excel icon in the top right corner of the report.