



MY20 ELD Quick Start Guide

This document is for users that have not had a physical or video orientation of the My20 ELD.

This quick start guide references the new Driver's ELD manual (V2.06.2020).

1. **My20 ELD device 10-second Installation:** Match up center pin tooth on ELD device with center hole slot on ECM port, push in and turn outer locking ring 1/8 turn right. (page 07 in Driver's ELD Manual and **video** https://www.youtube.com/watch?v=uFD_GSPajN8)
2. **My20 ELD login _____ and password _____ video** <https://www.youtube.com/watch?v=VLxZT0RUEXQ&t=5s>
3. **Bluetooth Connect My20 App to ELD:** Select **ELD Status: No ELD** on Logs or Time Clock Screen - upper right corner. (page 08 in Driver's ELD Manual and **video** <https://www.youtube.com/watch?v=8UeiKsFMdvl>)
4. **Pending Data Indicator (Gray or Orange circle) on Logs screen** (upper right): Down arrow: download records from the truck or up arrow: upload records to My20 Tower. (page 12 in Driver's ELD Manual)
5. **How to manage Unidentified Driving Records - video** <https://www.youtube.com/watch?v=BPlyxE4kOeQ&t=124s>)
6. **How to Change Your Current Status:** Select duty status below "Current Status" on Logs screen (upper left) or the duty status in the center of the circle on the Time Clock (center) screens: (page 12 in Driver's ELD Manual and **video** <https://www.youtube.com/watch?v=Uat-6QxpiPI&t=1s>)
7. **Edit a past non-driving duty status:** Select the transaction line you want to change on the Logs tab and select status, start, or end times. Answer the question, "What do I want to change in terms of status and times before you begin. **Don't forget to save it! Video** (<https://www.youtube.com/channel/UCZHxisOFXd7GirOeja4eFFA/videos>)



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8. **Trip creation and DVIR:** Start a trip at the beginning of the day on the Trips tab with the plus (+) symbol on the upper right corner and then select truck, enter trailer number and then select Pre DVIR complete (page 13 in Driver's ELD Manual and **video** - <https://www.youtube.com/watch?v=uWYPfZ4nmhs>)
9. **Update ELD Firmware:** You will receive a notification that there is an update available for the firmware on the My20 ELD, select "Update" and the app will take you to the right screen to do the update. It takes about 8 - 10 minutes to have the latest update available. (page 09 in Driver's ELD Manual)
10. **Update My20 App:** You will receive a notification that there is an update available for the My20 App, select "Update" and the app will take you to the App Store (Apple) or Google Play Store (Android) to do the update. It takes about 1 minute to have the latest update available. (page 10 in Driver's ELD Manual)
11. **How to use Exemptions - Personal Conveyance (PC), Yard Move (YM), Agriculture (AG), and Short Haul (SH):** Activate and deactivate exemptions by selecting "Current status" on Logs screen or TimeClock screen and then selecting "Exceptions" (top of menu selection), select the appropriate exemption to activate/deactivate on the exceptions screen. (page 17 in Driver's ELD Manual and **video** <https://www.youtube.com/watch?v=0hgSAJb-cBo&t=203s> and <https://www.youtube.com/watch?v=cWQ8CF0owF4>)
12. **How to annotate your logs:** (page 13 in Driver's ELD Manual and **video** <https://www.youtube.com/watch?v=kO4i1j3WbN4&t=50s>)
13. **How to certify and transfer your HOS records:** IMPORTANT: When you are done for the day go to the Sign tab for that day, sign, and select "SAVE" this certifies your logs for the day (page 14 in Driver's ELD Manual and **video** <https://www.youtube.com/watch?v=eC9-5gURWRM&t=81s>)
14. **How to log out of the My20 App:** Select the main menu icon (3 horizontal lines) in the upper right corner and select "Logout", (page 11 in Driver's ELD Manual)
15. **ELD malfunction procedure instructions:** If the ELD device ever malfunctions, call the MY20 Support team at (865) 888-6920, **ext. 2** (page 15 in Driver's ELD Manual)



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