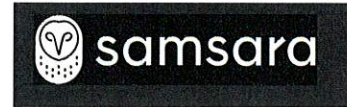


As the new school year approaches we have acquired a new system for logging in and out to record hours that you work. Please use the following steps to ensure that you are paid for the hours you work.

Please download the "Samsara Driver" App onto your phone.

Iphone – App Store

Android – Google Play Store



Sign In

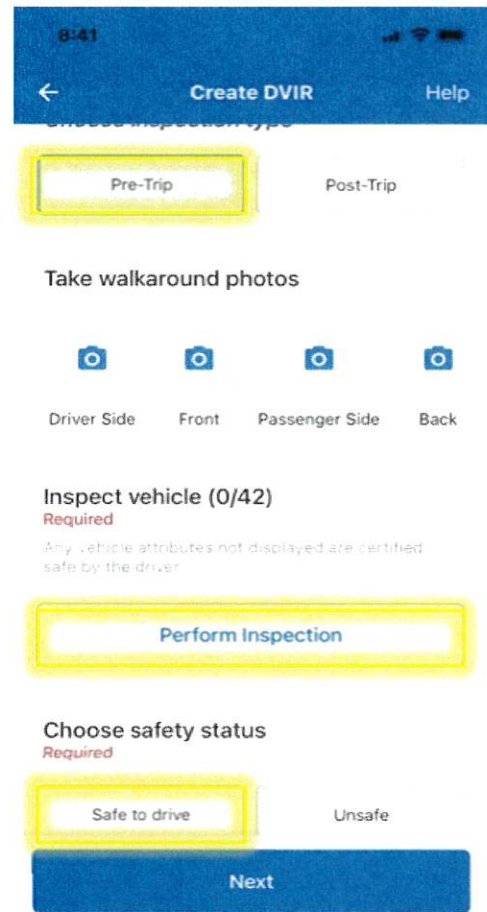
- Enter Fleet ID which is semantov
- Username will be the initial of your first name and your full last name
- Password will be your last name using the first letter in capitalization.
- Feel free to reset your password if you would prefer a different one.

A screenshot of the Samsara Driver Sign In app interface. At the top, the Samsara logo and the text 'samsara' are displayed. Below that, the title 'Driver Sign In' is centered. The form contains a text input field with 'semantov' entered, a label 'First Initial Last Name', another text input field with 'Last Name' entered, and a small eye icon to the right. At the bottom, there are two buttons: a blue 'Sign in' button and a black 'Reset password' button.

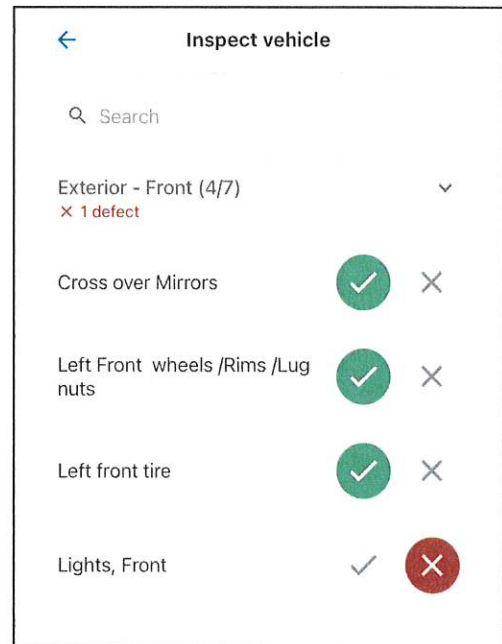
-
- Select "Select Vehicle" to choose the vehicle you will be using for your shift.
 - You must be within 100 feet of the vehicle in order to select it.
 - Once you have selected the vehicle press the "Confirm" button.
 - Select "Vehicle Only" and press the "Done" Button.

A screenshot of the Samsara Assignments app interface. The title 'Assignments' is at the top. Below it, there is a section labeled 'Vehicle' with a blue link 'Select Vehicle'. Underneath, there is a section labeled 'Shipping IDs' with a blue link '+ Add a Shipping ID'.

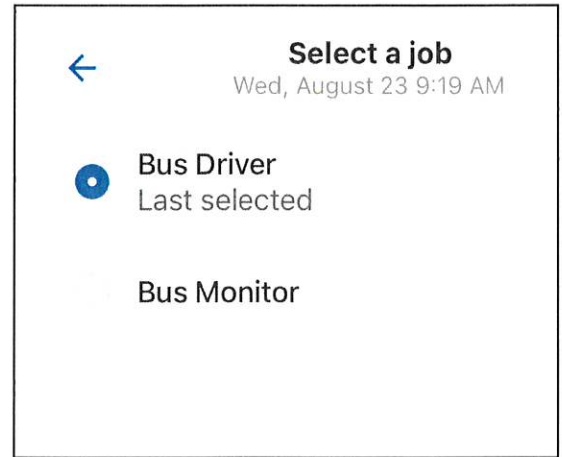
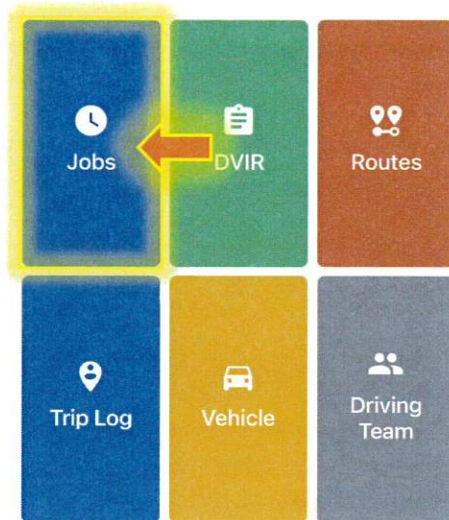
- You will be automatically taken to the “Create DVIR” Pre-trip screen.
- Press the “Pre-Trip” button.
- Then Press the “Perform Inspection” Button
- *(You can take “walkaround” photos of defects on the bus, but this is not required)*



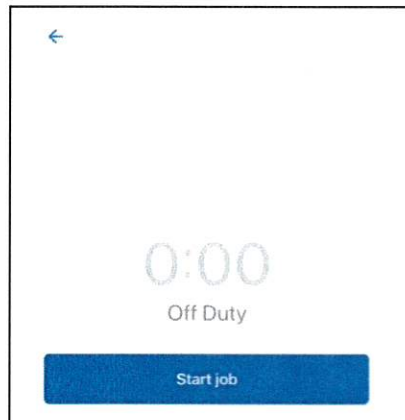
- Perform your vehicle inspection in this section.
- If your inspection area you are checking is safe, press the checkmark button.
- If the inspection area you are checking has a defect or is unsafe press the “X” button.
- When you are completed press the “Done” Button.
- You will be taken back to the DVIR screen to confirm if the bus is safe or Unsafe to drive.
- You will be asked to “Certify and Submit” that the bus is either safe or unsafe to drive.
- *If the bus is unsafe to drive, please contact a mechanic or office staff.*



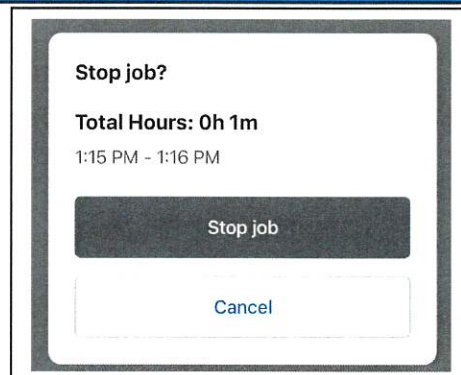
- Select Jobs
- Select start job
- select Bus Driver



- Confirm and Start.
- Leave "Samara Driver App" On until end of your shift. *(As long as you don't log out, the App will continue running)*



- Upon completion of work open Job Select.
- Stop Job
- Confirm that you wish to stop the Current job.



- Complete log off by selecting the square box with the arrow in it at the top of the screen .
- You have now Logged out of the Samsara App for your shift.

