



Sisbro, Inc.

Initial Start Up

Power On Tablet

Swipe screen to right

Select XRS Icon, Enter Driver ID # and Password and then Log In

Change duty status to On Duty

Select Home icon to go back to main screen

Select Pre Trip DVIR required

Select Pre Trip New Vehicle

Select your truck Example: 2682/Sharkey Transportation Inc

Review previous DVIR and select Confirm

Do Pre Trip Inspection and then scroll down DVIR

Select appropriate line for defect and enter comment, If no defects are found keep scrolling

Scroll to the bottom and select Accept (All defects need to be called into Shop)

Select Accept to certify the DVIR

Select Pre Trip: Unlisted Trailer

Enter trailer number and select OK

Review the previous DVIR on the trailer and select Confirm

Do the Pre Trip Inspection and scroll down the DVIR

Select appropriate line for defect and enter comment, If no defects are found keep scrolling

Scroll to the bottom and select Accept (All defects need to be called in to Shop)

Select Accept to certify the DVIR

Enter Manifest Number or Load Number and select OK

Enter Shipper and Commodity

Enter Shipper name and select Next on Right side of keyboard

Enter commodity, Use General if commodity is not known and select Ok



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Select Home button to go back to main screen

If Dropping or Dropping and Hooking Trailer

Select Post Trip DVIR Required

Select Post Trip General Trailer # (your assigned trailer number)

Do the Post Trip Inspection and scroll down the DVIR

Select appropriate line for defect and enter comment, If no defects are found keep scrolling

Scroll to the bottom and select Accept (All defects need to be called into Shop)

Select Accept to certify the DVIR

Trailer has been dropped now!

Adding New Trailer

Select Pre Trip: Unlisted Trailer

Enter trailer number and select OK

Review the previous DVIR on the trailer and select Confirm

Do the Pre Trip Inspection and scroll down the DVIR

Select appropriate line for defect and enter comment, If no defects are found keep scrolling

Scroll to the bottom and select Accept

Select Accept to certify the DVIR (All defects need to be called into Shop)

Select Home button to go back to main screen

New trailer has been added!



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Add New or Update Manifest/Comp Number, Remark in log, or Fueling

Select 3 lines or "hamburger" button on top left of screen

Select HOS

Select the 3 DOTs on top right corner of screen

Select Options

Select Enter Shipping Information to edit load information

Or

Select Fuel Purchase to add fueling to logs

Add fuel gallons

Select Next on Right side of keyboard

Scroll down to Vendor

Enter name of fuel stop

Select OK

Or

Select Enter a Remark to enter a remark in your logs

Choose from Preset message or choose Free Input to type in message to logs

Once completed, Confirm you want to add remark to your logs

Select Home icon to go back to main screen



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End of Day

Be sure you are On Duty

Select Post Trip DVIR Required

Select Post Trip General Trailer # (your assigned trailer number)

Do the Post Trip Inspection and scroll down the DVIR

Select appropriate line for defect and enter comment, If no defects are found keep scrolling

Scroll to the bottom and select Accept (All defects need to be called into Shop)

Select Accept to certify the DVIR

Select Post Trip DVIR Required

Select Post Trip Vehicle # (your assigned truck number)

Do the Post Trip Inspection and scroll down the DVIR

Select appropriate line for defect and enter comment, If no defects are found keep scrolling

Scroll to the bottom and select Accept (All defects need to be called into Shop)

Select Accept to certify the DVIR

Change your duty status to Off Duty

Select Home icon to go back to main screen

Select 3 lines or "hamburger" button on top left of screen

Select Log Out

Select Yes, You do want to log out

Use the Power Button to turn the tablet off

Turn Tablet back on immediately

Log back in to XRS System

Stay Off Duty or Change to Sleeper Berth to take break

You Must Power Down and Turn Tablet Back On Daily to Clear the Cache in the Tablet!



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Starting Following Day After 10 hour Break or 34 Hour Reset

Change duty status to On Duty

Select Home icon to go back to home screen

Select Pre Trip DVIR Required

Select Pre Trip New Vehicle

Select your truck Example: 2682/Sharkey Transportation Inc

Review previous DVIR and select Confirm

Do Pre Trip Inspection and then scroll down DVIR

Select appropriate line for defect and enter comment, If no defects are found keep scrolling

Scroll to the bottom and select Accept

Select Accept to certify the DVIR (All defects need to be called into Shop)

Select Pre Trip: Unlisted Trailer

Enter trailer number and select OK

Review the previous DVIR on the trailer and select Confirm

Do the Pre Trip Inspection and scroll down the DVIR

Select appropriate line for defect and enter comment, If no defects are found keep scrolling

Scroll to the bottom and select Accept (All defects need to be called into Shop)

Select Accept to certify the DVIR

Enter Manifest Number or Load Number and select OK

Enter Shipper and Commodity

Enter Shipper name and select Next on Right side of keyboard

Enter commodity, Use General if commodity is not known and select Ok

Select Home button to go back to main screen



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Sending a Macro Message

Select Message Icon at bottom of tablet (Located below HOS Clocks)

Select + in upper right hand corner

Select New Form Message

Select Back Arrow Button on far right side of tablet to remove keyboard from screen

Select Desired Macro Message

Fill in required information and then send (Make sure you scroll down entire message before sending)

Load Confirmation

Select 51 B

Type in Load Number sent to you by FM

Press Send

Arrive at Shipper

Select 52 B

Press Send



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Macro Messages Continued

Depart Shipper

Select 121 C

Enter Trip #

Enter Inbound Trailer #

Reefer Hours if available

Drop Trailer Select Yes or No

Outbound Trailer #

Reefer Hours if Available

Bill of Lading #

Can be on time at next stop Select Yes or No

Seal #

Seal Intact Select Yes or No

Press Send

Arrive at Consignee

Select 56 B

Press Send

Empty to Location

Select 61 D

Use back arrow to remove keyboard

Enter name of location you will be using DH to (example: Truckstop, Customer, Washout)

Enter DH Trailer #

Press Send



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Macro Messages Continued

Empty Call/Depart Consignee

Select 141 C

Enter Trip #

Inbound Trailer #

Reefer Hours if available

Drop Trailer Select Yes or No

Outbound Trailer #

Reefer Hours if available

Was Bill of Lading Signed Select Yes or No

Seal #

Seal Intact Select Yes or No

Did Driver Report any OS&D Select Yes or No

If OS&D, Reason Code Add comment

Press Send

Request Directions

Select 58 B

Enter Stop # that you are needing directions to

Press Send



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Changing Duty Status

Off Duty

You must manually change XRS to Off Duty after stopped for a few seconds

Sleeper Berth

You must manually change XRS to Sleeper Berth

Drive

XRS will automatically change truck to Drive status once it reaches 5 mph unless Yard Move is being used. Yard move will not kick into Drive until truck reaches 20 mph. If truck is not showing drive time on logs, driver needs to check to see that they done a Pre Trip Inspection.

On Duty

XRS will automatically change to On Duty once your truck has moved and then sits still for 5 minutes. You may also manually select On Duty status

Please call the Shop to report any defects or issues found at any time

Take the following steps if you are having XRS Issues

Log off XRS

Power down tablet completely

Unscrew plug on the gray relay located on Right side of dash for 1 – 5 minutes

Plug relay back In and tighten screws

Turn tablet back on and log in



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Placing Tablet in Inspection Mode for DOT Inspection

Make sure you are On Duty (Required for any DOT Inspection)

Select 3 lines or “hamburger” button on top left of screen

Select HOS

Your logs are now automatically placed into Inspection Mode

You will see the Inspection Mode Switch is switched On

Sending Logs to DOT Officer

Make sure you are On Duty (Required for any DOT Inspection)

Select 3 lines or “hamburger” button on top left of screen

Select HOS

Select the 3 DOTs on the upper right corner

Select ERODS File Transfer

Use backspace arrow to remove keyboard

Logs are automatically set to transfer to FMCSA

Press Send unless DOT Officer gives you their email address

Click on email tab and enter DOT Officer’s email in comment section

Press Send



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Editing your Logs

Make sure you are On Duty (Required by ELD Mandate)

Select 3 lines or "hamburger" button on top left of screen

Select HOS

Select the 3 DOTs on top right corner of screen

Select Log Editor

Find the line you want to edit and look for the gray pencil on the right side of the line

Press the gray pencil on the line you want to edit

Click on the drop down arrow on the lower right of screen

Select the duty status you want to change your line to

Scroll to the bottom of the screen

Enter a reason the edit was made (Required)

Press Save to confirm the edit

XRS will verify if your edit made any violations, Press Continue

Log Edit has now been confirmed

Note: Talk to Safety or FM to assist with log edit if needed

You must be On Duty to receive any Log Edits from Sisbro

They will show up as Carrier Edits

Confirm Edit and then Save. Your logs will update with the new edits in place after that

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