

# Driver-i

DRIVER-I USER GUIDE  
VERSION 6.0.0



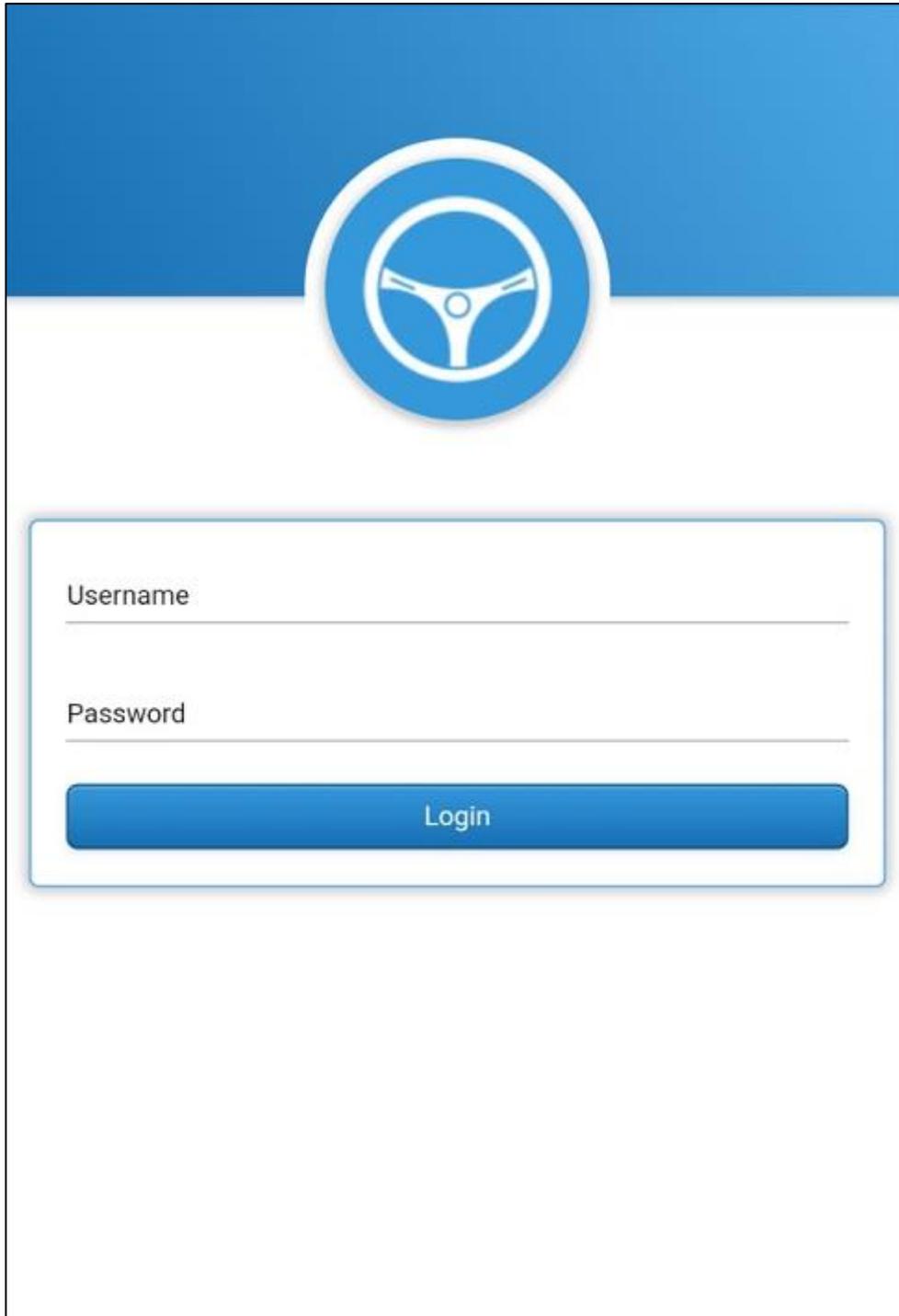
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## Setup

### Logging In

This is the Driver-I login screen. Your username and password will be provided by an administrator of the Driver-Pro module on the computer. For creating a new driver, please see the RFM User Guide.

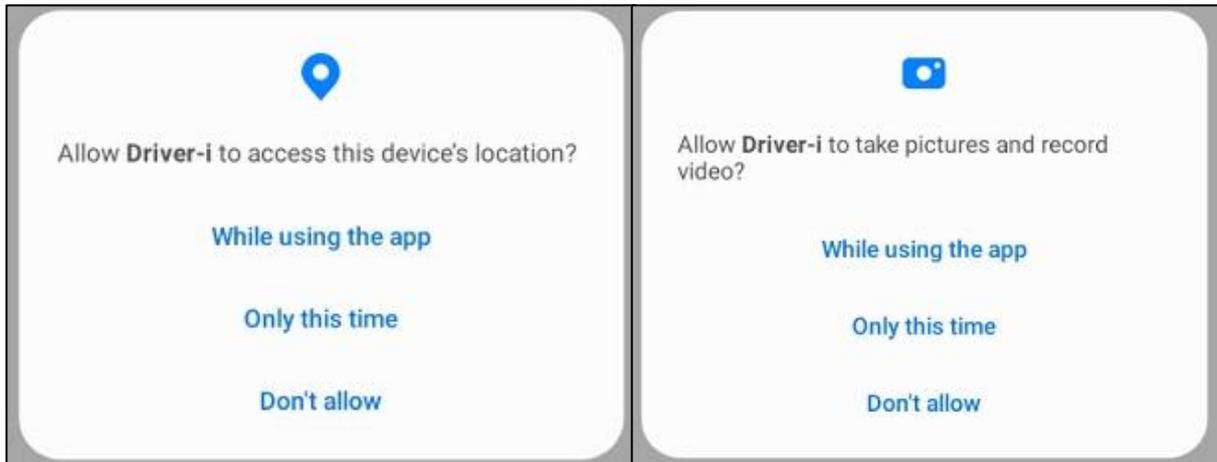
The image shows a login interface for Driver-I. It features a blue header with a white steering wheel icon. Below the header is a white form area containing two input fields: 'Username' and 'Password'. A blue 'Login' button is positioned below the password field. The entire form is enclosed in a light blue border.

*Driver-i Log-in Screen*

Once you have logged in, you will remain logged in until you manually log out.

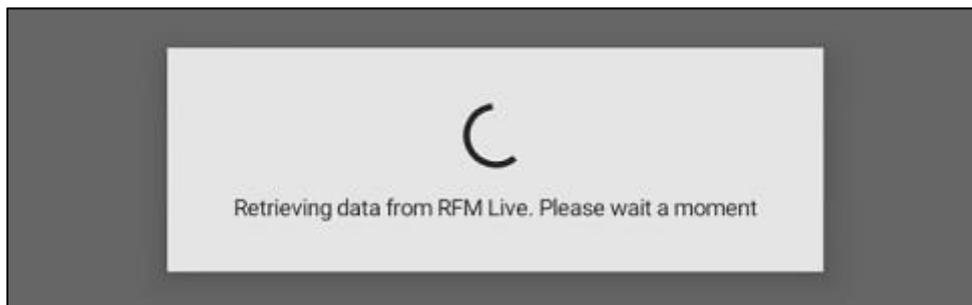
## On First Login

When you first log in, a pop-up notification will ask you to access the device's location, as well as accessing the camera. You will need to enable these permissions for the app to work.



*Permission Pop-ups*

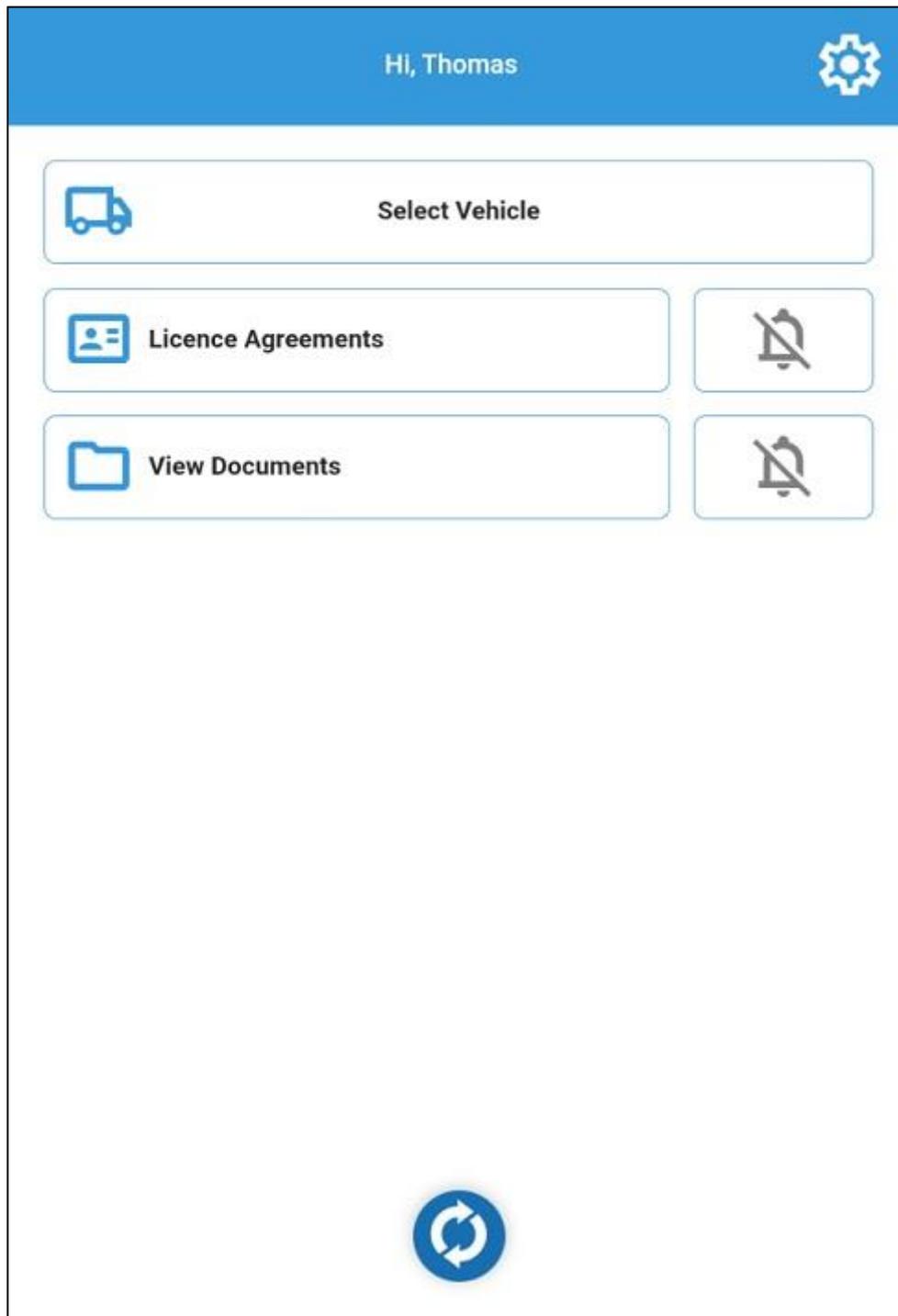
There will also be a pop up whilst the initial data is loaded onto the device. This may take a few minutes.



*Initial Data Sync*

## Home Screen

Initially, there will be the driver's name, a vehicle selection button, the sync button and the settings button, as well as sections to view any driver licence look-up agreements or documents sent to the driver.



Home Screen

## Vehicle Selection

The 'Select Vehicle' button will allow you to find the vehicle / trailer you are operating that day. You will be shown the vehicle's registration, category of vehicle and, if assigned, the type of walkaround sheet attached to that category of vehicle.

Registration	Category	Sheet	Action
252	TRAILER	Trailer	Edit
253	TRAILER	Trailer	Edit
254	TRAILER	Trailer	Edit
255	TRAILER	Trailer	Edit
256	TRAILER	Trailer	Edit
257	TRAILER	Trailer	Edit
258	TRAILER	Trailer	Edit
259	TRAILER	Trailer	Edit
260	TRAILER	Trailer	Edit
261	TRAILER	Trailer	Edit

Vehicle Select Screen

If a vehicle has the incorrect walkaround sheet attached, the 'Edit' button will allow you to select an alternate sheet type.

Walkaround Sheet	
	Box Van
	Car
	Car Transporter
	Coach
	Curtainsider
	Detached Tractor Unit
	Drawbar
	Dropside
	Flat Bed
	Flat Bed Trailer
	Large Van
	Medium Van

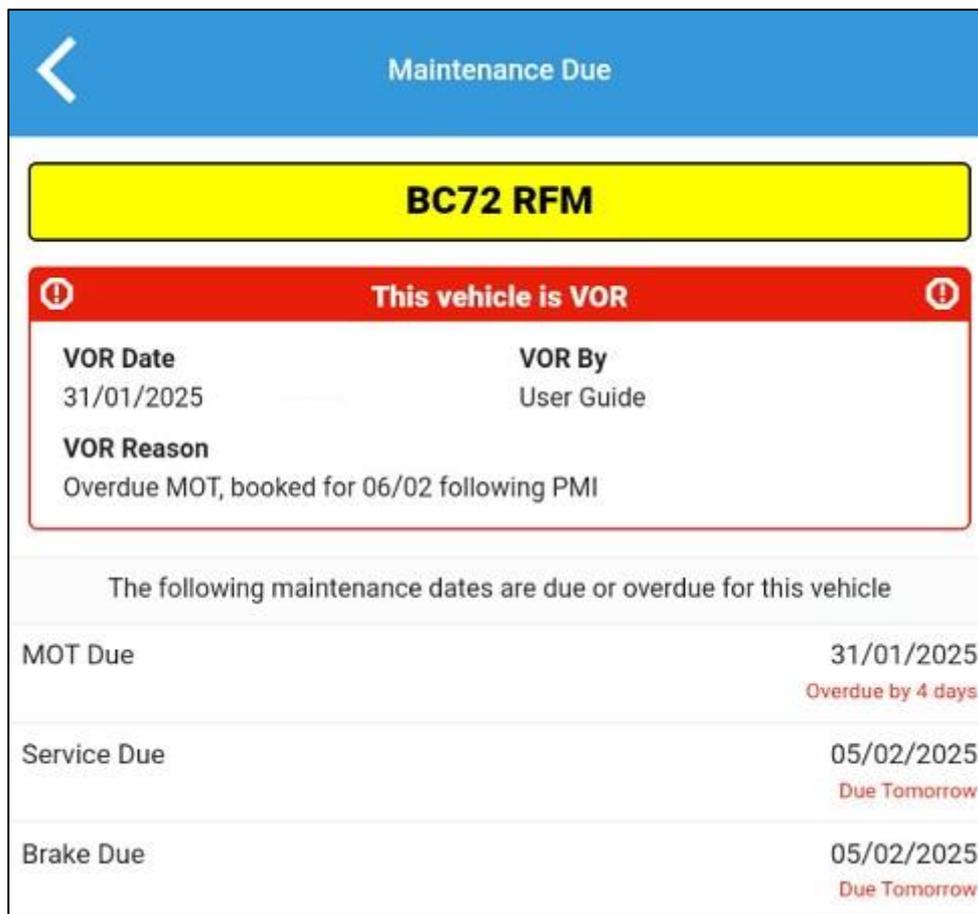
*Change / Select Walkaround Sheet Type*

The search bar at the top can also be used to easily filter the list down.



Vehicle List Search

If the vehicle is either VOR or has upcoming / overdue services, you will be warned about this upon selection.



VOR and Maintenance Date Warnings

\*VOR vehicles can only be selected by approved drivers.

\*\*Service date prompts are only displayed if enabled by your system administrator via Driver-Pro. These will not prevent vehicle selection.

If the vehicle is marked as eligible for a trailer, you will have an additional button to select the trailer as well.



*Selected Vehicle / Trailer*

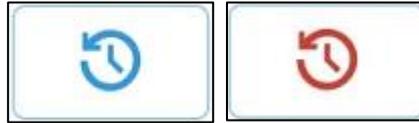
Once a vehicle is selected, additional buttons will appear. These then allow you to carry out a walkaround, report an issue or view historical information.



*Begin Walkaround and Reporting Buttons*

## Historical Data

The history button next to each item will allow you to look back at what has previously been reported. If the button is red, it indicates that an item has not yet been synced back to your RFM system.



History Buttons

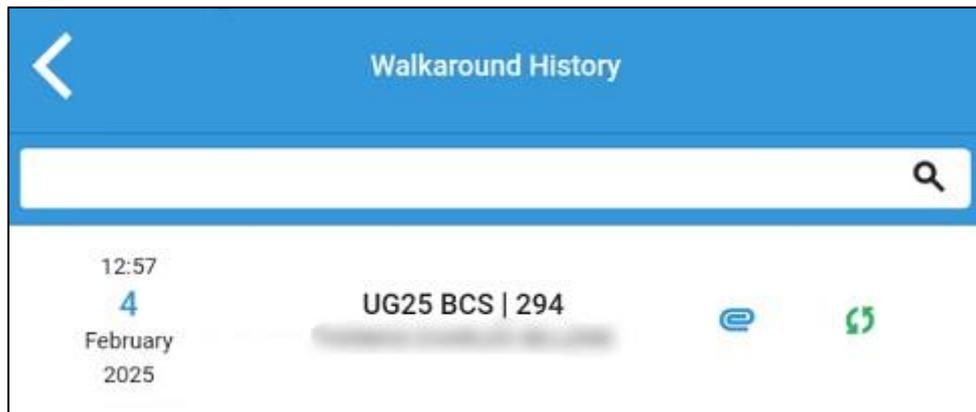


Figure 1 - Historic Walkaround

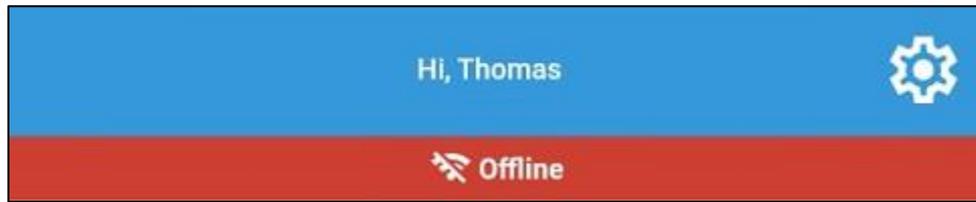
The 'Begin Walkaround' button will also display when the most recent walkaround was carried out.



Begin Walkaround Button and Last Performed Date

## Notifications

If the app is unable to connect to the internet, a banner will be displayed across the top of the screen. Any reported information will still be recorded and will send through upon reconnection.



*Offline Banner*

The notification bell icon will highlight to indicate any unread documents or unsigned licence agreements.



*Notification Icons*

## Licence Agreements

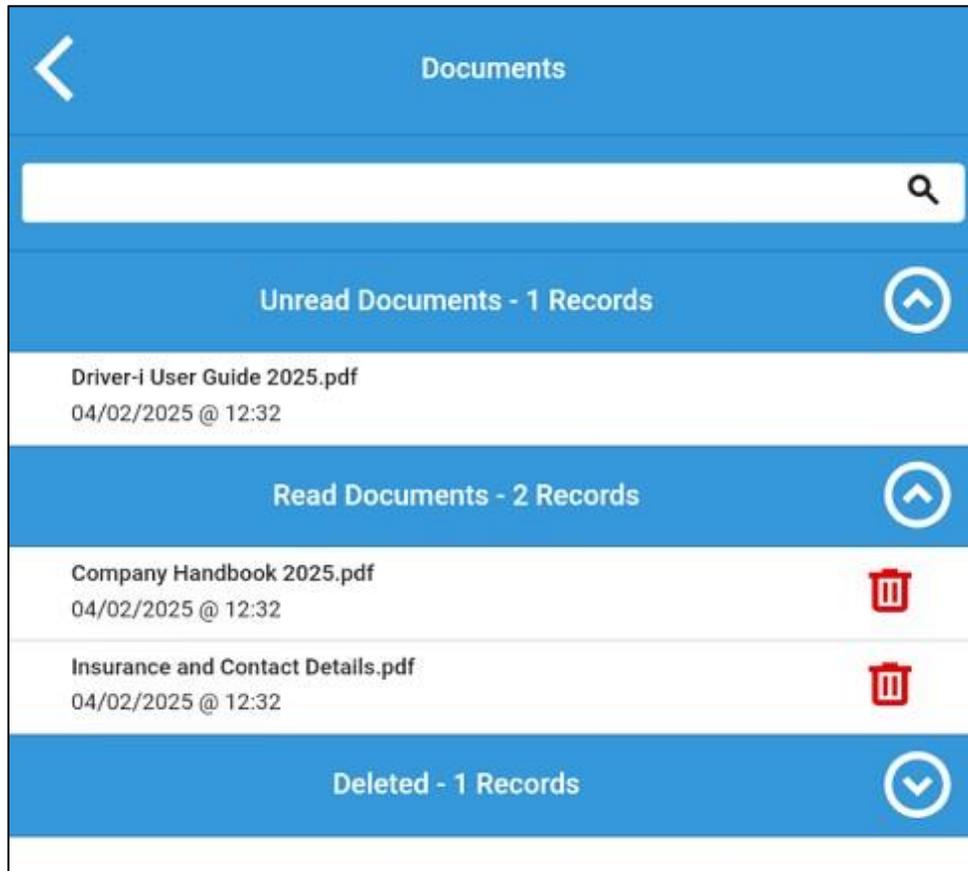
The 'Licence Agreements' button will show you any pending, signed or cancelled agreements, as well as taking you to the agreement's web page if you need to cancel it. Agreements can also be cancelled from the email sent upon signing.



*Signed Licence Agreement*

## Documents

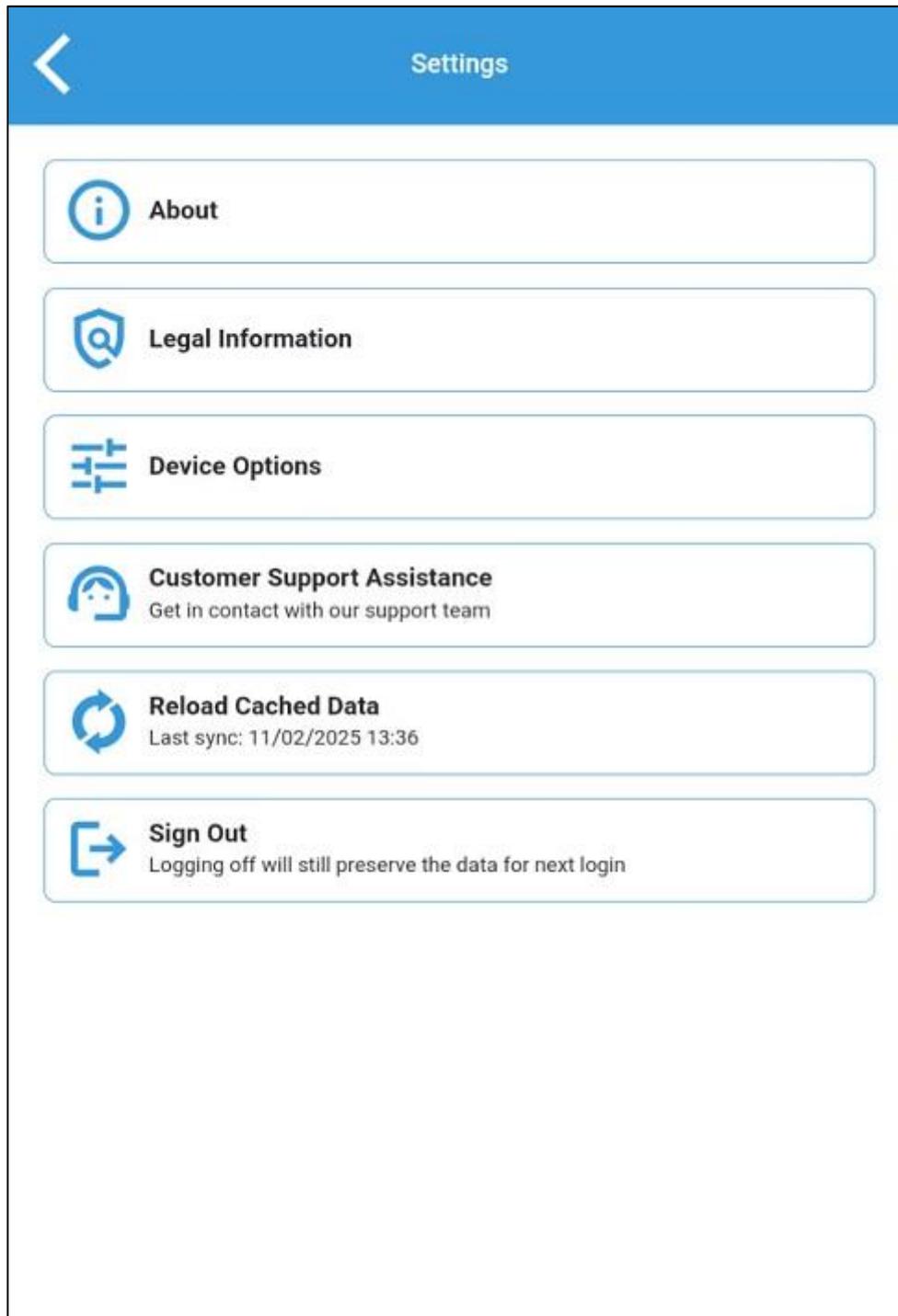
'View Documents' will show you any documents sent to you by your company, these can be downloaded and viewed by pressing on them and deleted from your device using the red bin icon. Deleted documents can be redownloaded by tapping on them again.



*Documents Page*

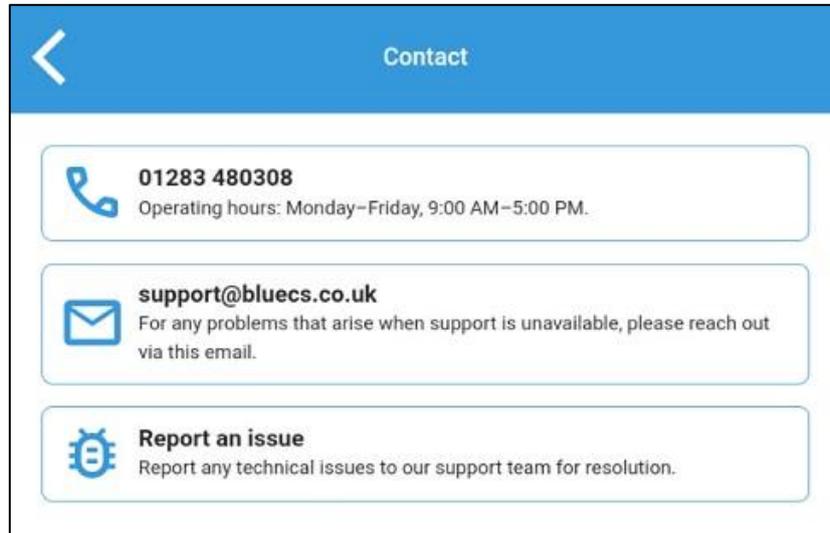
## Settings Menu

By pressing the settings cog icon you can sign out, contact our support team, or read the legal statements regarding Driver-I.

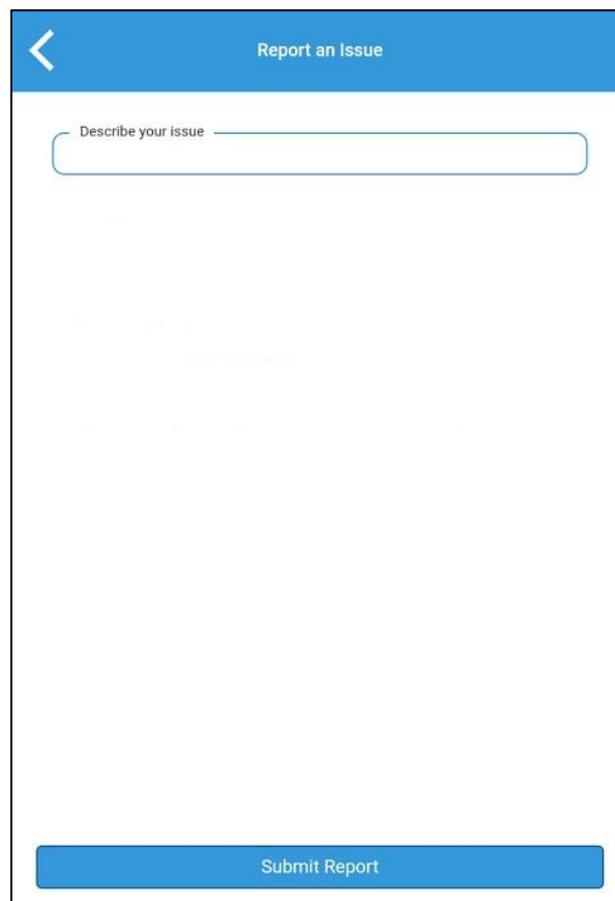


Settings Page

If you experience any issues when using the app, the 'Customer Support Assistance' button provides our contact information. This can either be done via phone, email or the built in 'Report an Issue' button, which will upload any relevant data to us to analyse and troubleshoot as required. The more information you can provide via the comment box provided regarding the problem, the more easily we will be able to assist.



*Customer Support Page*



*Report an Issue Page*

## Walkarounds

Pressing 'Begin Walkaround' will take you into the pre-set list of checks you need to go through. You may be prompted to agree to a customised declaration before beginning a walkaround. Without accepting the declaration, you will not be able to progress and will be taken back to the home screen.

**Declaration**

I declare that I am fit and have the ability to drive safely and carry out my daily walkarounds; should I be unfit, I will provide such information to my employer.

**Decline**   **I Accept**

*Walkaround Declaration*

**Walkaround**

04/02/2025

**Tractor**   **Trailer**  
UG25 BCS   294

Check 3 of 39

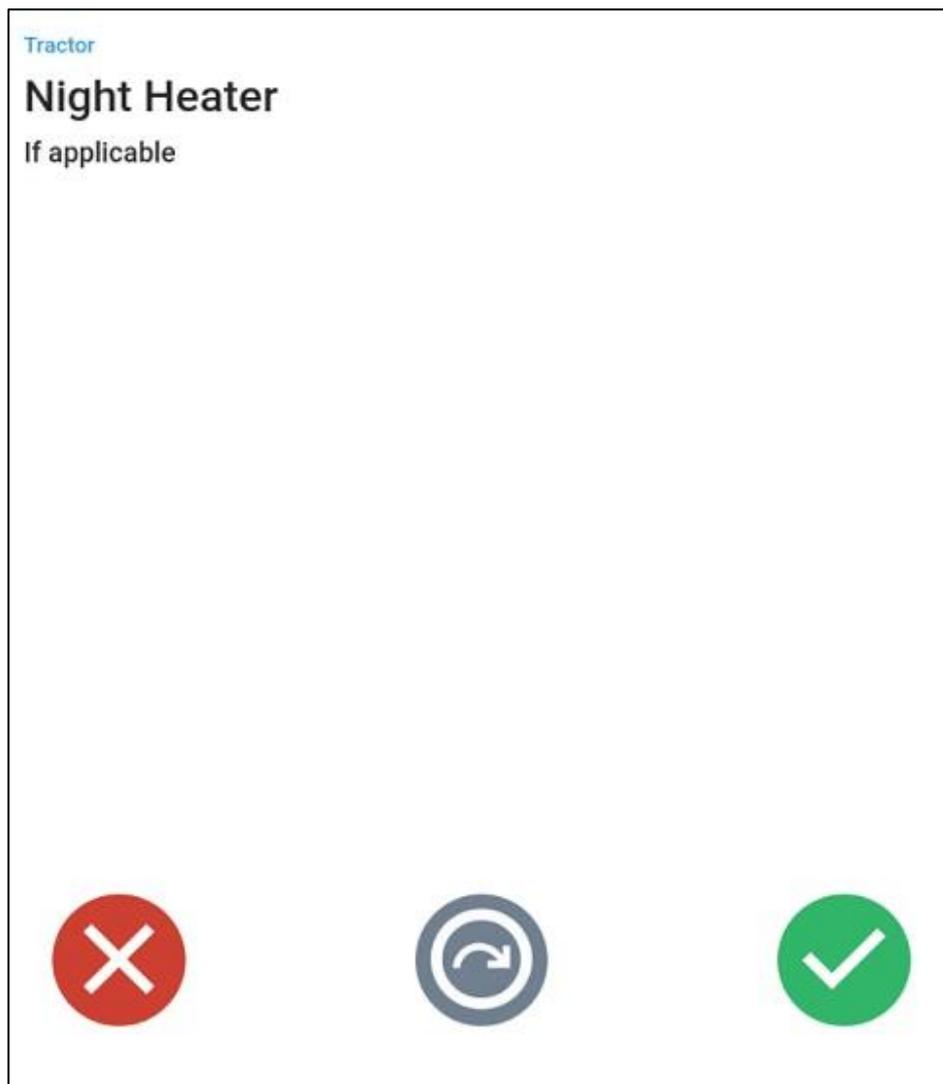
7%

**Fuel / Oil Leaks**

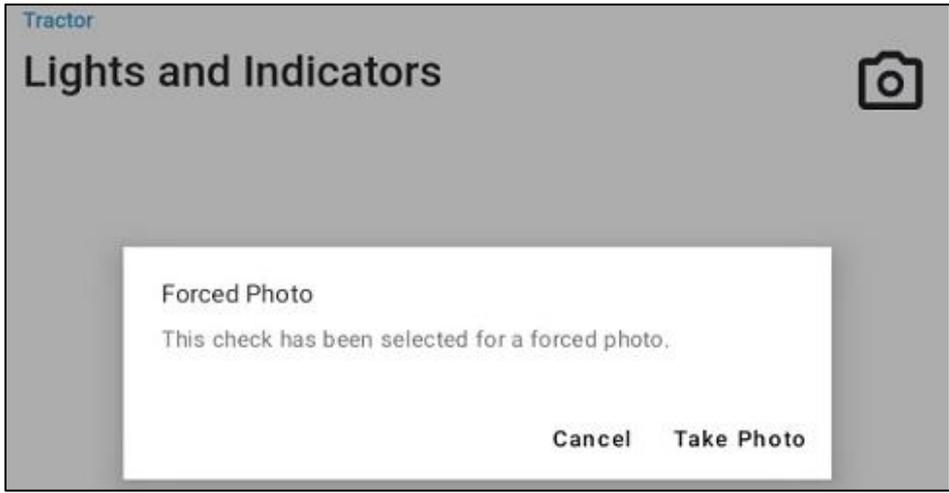
*Walkaround Check Page*

The Walkaround page will indicate the driver's name, date, vehicle type, registration, and an indication of how far through the walkaround is in the header.



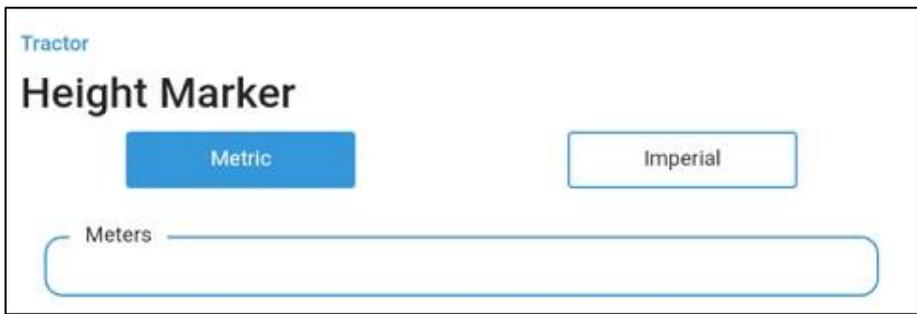
*Example of a Walkaround Check*

The main body of the screen will show the name of the check, as well as any additional instructions or whether an image is required to be taken. The red cross icon is used to record a defect, the grey skip icon means the check is optional and can be skipped, although a reason for skipping is required, and the green tick is used to indicate that check is road worthy.

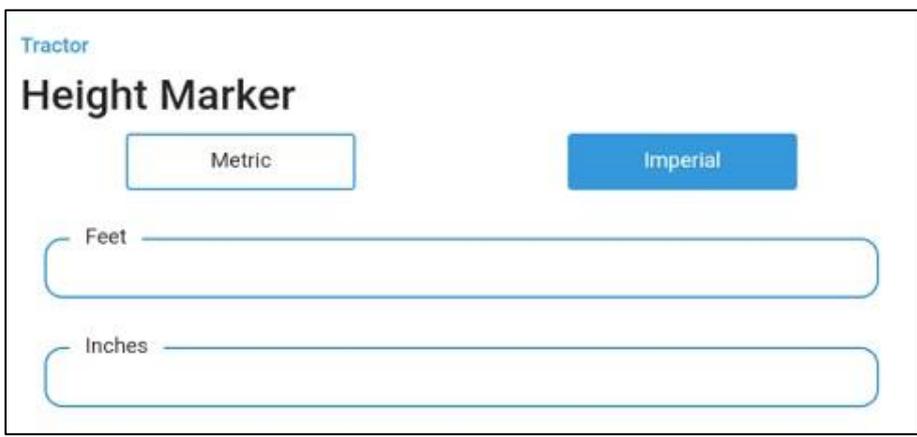


*Example of Check with a Forced Photo*

Certain checks may require alternate responses, such as a 'Height Marker' or 'Mileage' check expecting a height or mileage to be recorded. Height can either be recorded as metric or imperial, and this is toggled using the buttons displayed below.



*Metric Height Marker*



*Imperial Height Marker*

Tractor

## Mileage

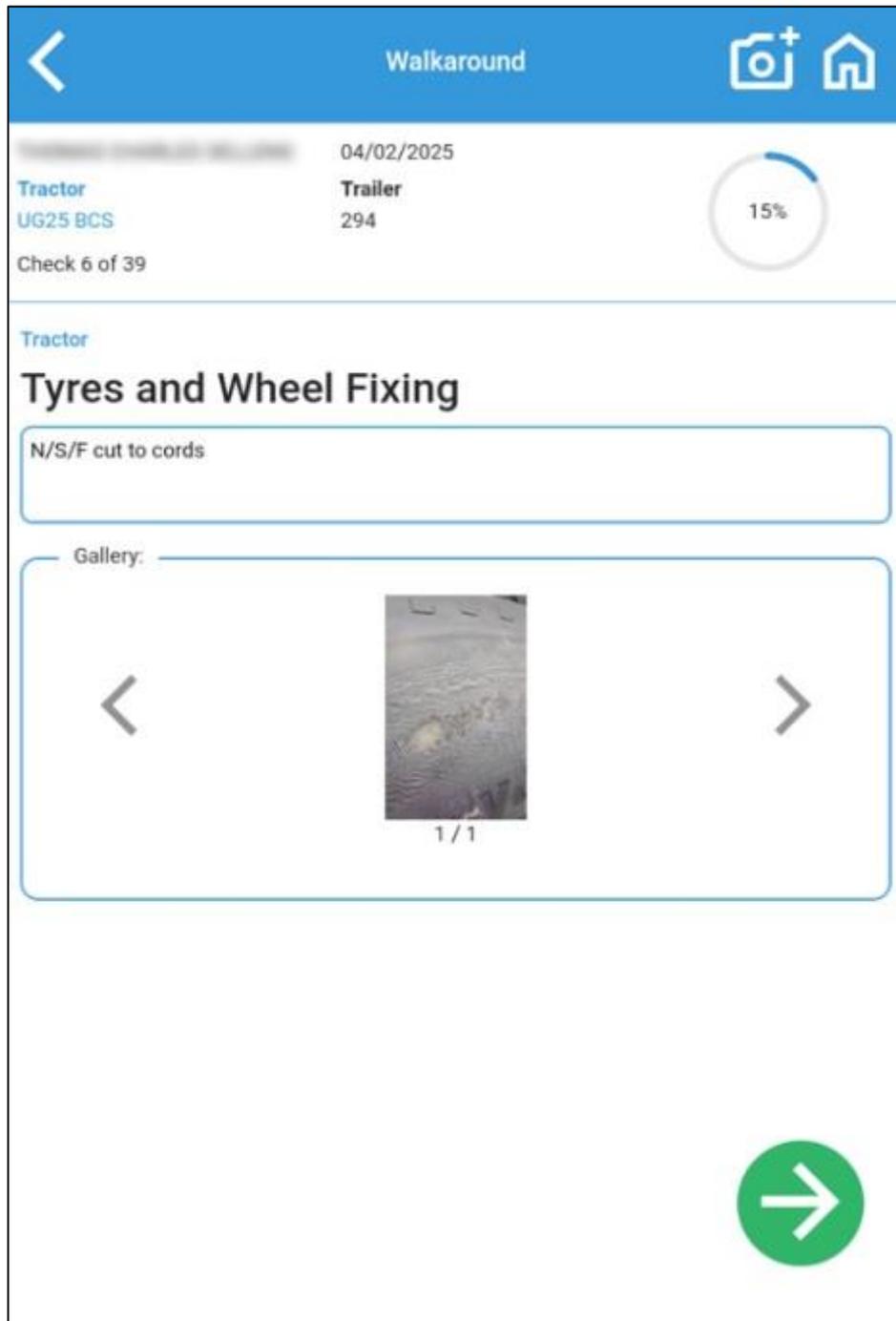
326478

\*Please Note: This mileage is recorded against the vehicle record and must be accurate!



*Mileage Check*

If selecting to record a defect a text box will appear to record the issue in, as well as a camera icon in the top right corner to attach any images.



*Example of a Defect on a Walkaround*

Once every check is marked, you will be prompted to record any pre-existing damage.

**Add Damage**

Would you like to add damage?

No Yes

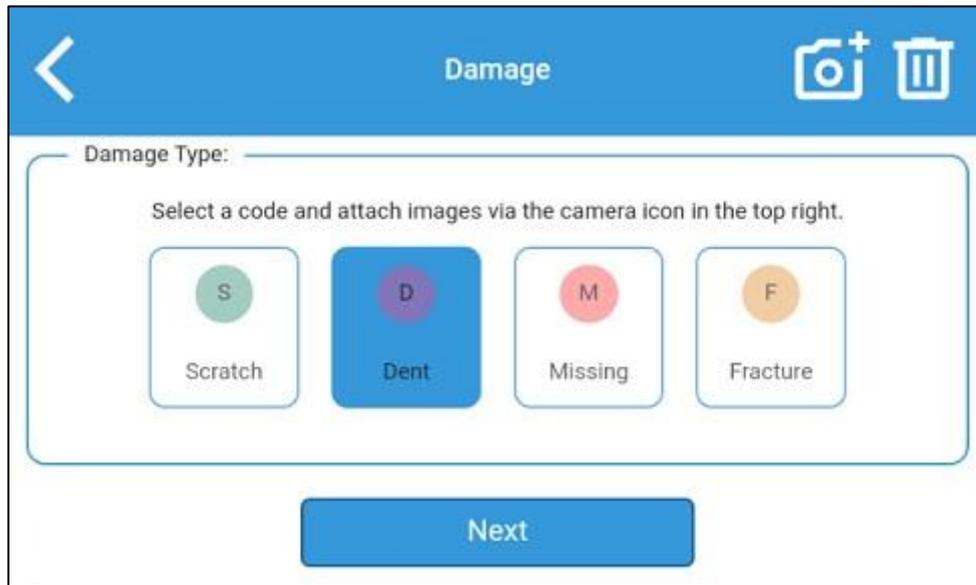
Figure 2 - Damage Prompt

The damage section will allow you to rotate through all sides of the vehicle, using the buttons at the bottom, and tap to record a damage item.



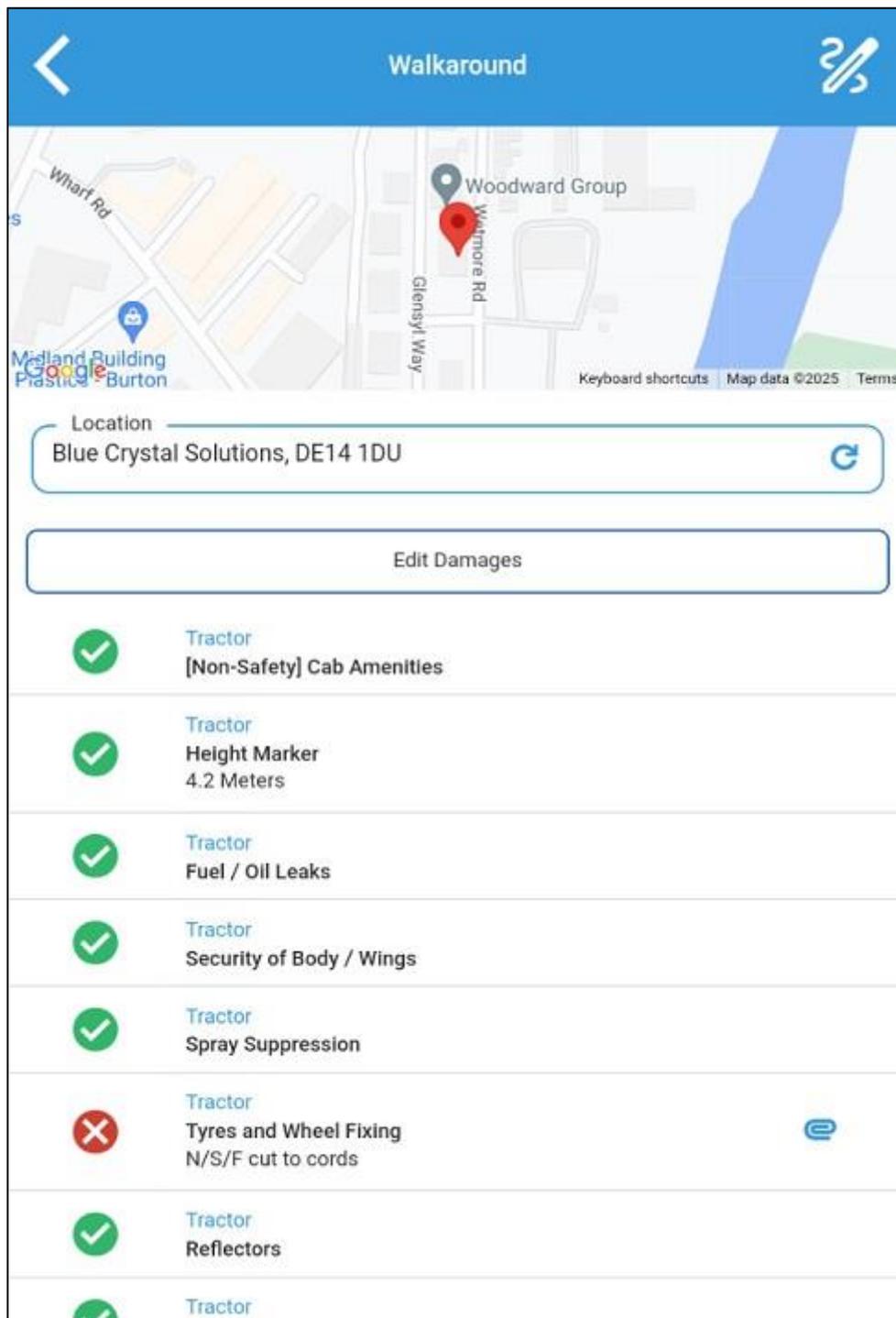
Damage Reporting Page

You are then able to select the type of damage and attach any photos. If the damage was added in error, the bin icon will delete it.



*Damage Selection*

The 'Next' button will then take you to a Summary page, so you can review your responses before signing the walkaround via the pencil icon in the top right. If you need to amend a response, tapping on it will take you back to that section.



Walkaround Summary

Once signed, the 'Complete Walkaround' button will send it back to your RFM system.



Walkaround

Enter Signature Above

Complete Walkaround

*Signature Page*

## AdHoc Defects

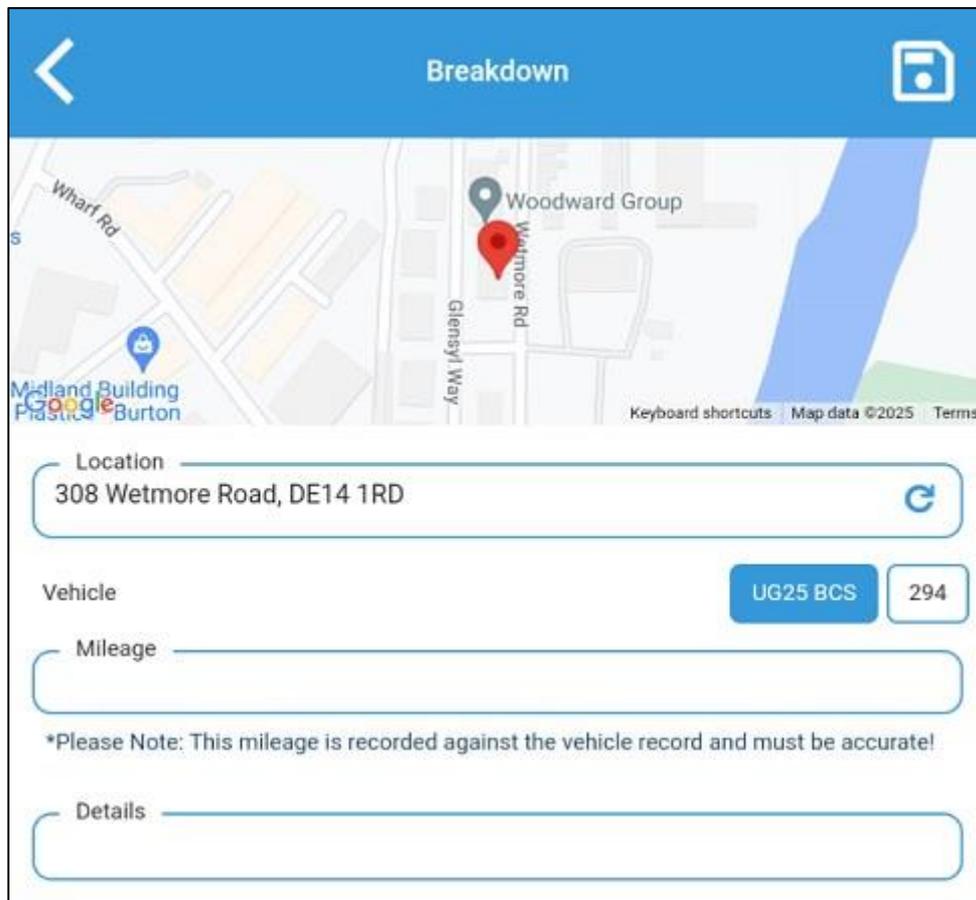
Defects can be recorded outside of a walkaround via the 'Report Defect' button. The defect reason and mileage can be recorded and there is a toggle to select whether the defect is for the selected unit / trailer. Images can be added via the camera icon. The save button will send the information back to your RFM system.

The screenshot shows a mobile application interface for reporting a defect. At the top, there is a blue header with a back arrow on the left, the word "Defect" in the center, and a camera icon and a save icon on the right. Below the header is a map showing the location of the defect. The map includes labels for "Wharf Rd", "Woodward Group", "Wetmore Rd", and "Glensyl Way". A red location pin is placed on Wetmore Rd. Below the map, there is a text input field for "Location" containing "308 Wetmore Road, DE14 1RD" and a refresh icon. Below that is a "Vehicle" section with a blue button labeled "UG25 BCS" and a white box containing the number "294". There are two empty text input fields for "Reason" and "Mileage". At the bottom, there is a note: "\*Please Note: This mileage is recorded against the vehicle record and must be accurate!".

AdHoc Defect Page

## Breakdowns

If your company has access to the 'Breakdown Manager' module, you can report a vehicle breakdown via the 'Report Breakdown' button.



The screenshot shows a mobile application interface for reporting a vehicle breakdown. At the top, there is a blue header with a back arrow on the left, the title "Breakdown" in the center, and a save icon on the right. Below the header is a map view showing a location marked with a red pin. The map includes labels for "Wharf Rd", "Woodward Group", "Wetmore Rd", and "Glensyl Way". A "Midland Building Products Burton" logo is visible in the bottom left of the map area. Below the map, there are several input fields: a "Location" field containing "308 Wetmore Road, DE14 1RD" with a refresh icon; a "Vehicle" field with a blue button labeled "UG25 BCS" and a white box containing "294"; a "Mileage" field which is currently empty; a note below the mileage field stating "\*Please Note: This mileage is recorded against the vehicle record and must be accurate!"; and a "Details" field which is also empty. At the bottom right of the map area, there are small links for "Keyboard shortcuts", "Map data ©2025", and "Terms".

Breakdown Page

## RTCs

The 'Report RTC' button provides a way to record any accidents with the relevant fields for any required information. Images can also be added via the camera icon.

The screenshot shows the 'RTC' (Report Traffic Collision) form in a mobile application. At the top, there is a blue header with a back arrow on the left, the text 'RTC' in the center, and icons for a camera and a document on the right. Below the header is a map showing the location of the incident. The map includes labels for 'Wharf Rd', 'Woodward Group', 'Wetmore Rd', and 'Glensyl Way'. A red location pin is placed on Wetmore Rd. Below the map, there are several input fields: 'Location' with the text '308 Wetmore Road, DE14 1RD' and a refresh icon; 'Vehicle' with a blue button containing 'UG25 BCS' and a white button containing '294'; 'Date' with the text '04/02/2025, 14:15'; 'Mileage' (empty); a note: '\*Please Note: This mileage is recorded against the vehicle record and must be accurate!'; 'Damage' (empty); 'Circumstances' (empty); 'Injury' (empty); and 'Insurance' (empty).

## Third Party Details

Other Vehicle Reg

Other Driver Name

Other Driver Phone

Other Driver Address

Driver is Owner

Yes

No

Owner Name

Owner Phone

Owner Address

## Witness Details

Witness Name

Witness Phone

Witness Address

Faulting Party

N/A

Driver

Third Party

Police Involved?

Police Reference No

## Support

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Email: [support@bluecs.co.uk](mailto:support@bluecs.co.uk)

Phone: 012830 480308

Opening Hours: Monday – Friday

9:00 – 17:00

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