ZZ∞TA

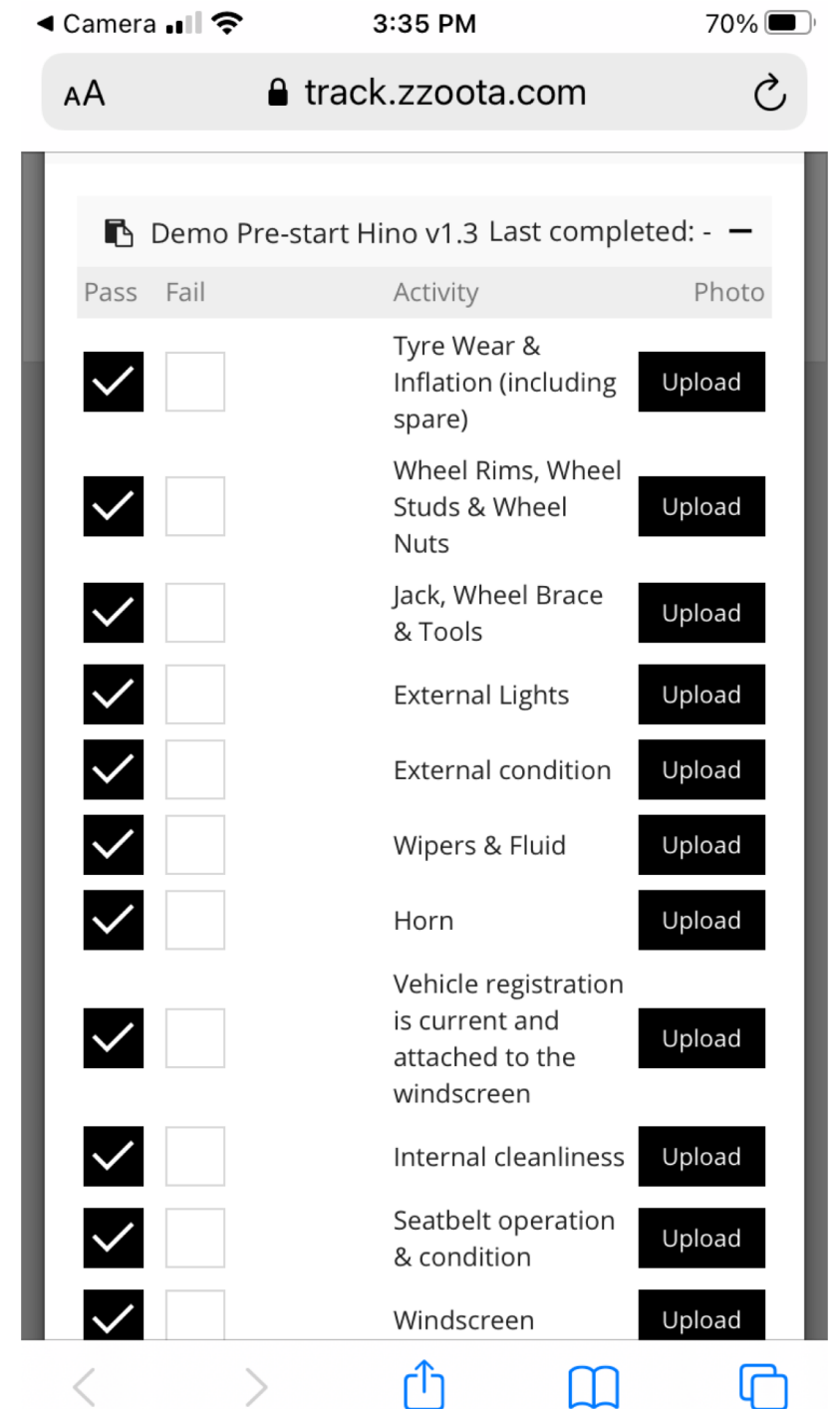# Pre-start checklist guide

A step by step guide on how to

- Login

- Complete and

- Troubleshoot

the Pre-start checklist on the zzootaLink platform

AA 🔒 track.zzoota.com ↻

📋 Demo Pre-start Hino v1.3 Last completed: - —

| Pass	Fail	Activity	Photo
☑	☐	Tyre Wear & Inflation (including spare)	Upload
☑	☐	Wheel Rims, Wheel Studs & Wheel Nuts	Upload
☑	☐	Jack, Wheel Brace & Tools	Upload
☑	☐	External Lights	Upload
☑	☐	External condition	Upload
☑	☐	Wipers & Fluid	Upload
☑	☐	Horn	Upload
☑	☐	Vehicle registration is current and attached to the windscreen	Upload
☑	☐	Internal cleanliness	Upload
☑	☐	Seatbelt operation & condition	Upload
☑	☐	Windscreen	Upload

STEP 1.

- Open the camera on your mobile device

- Scan the QR code

  NOTE : Every truck has its own a unique QR code
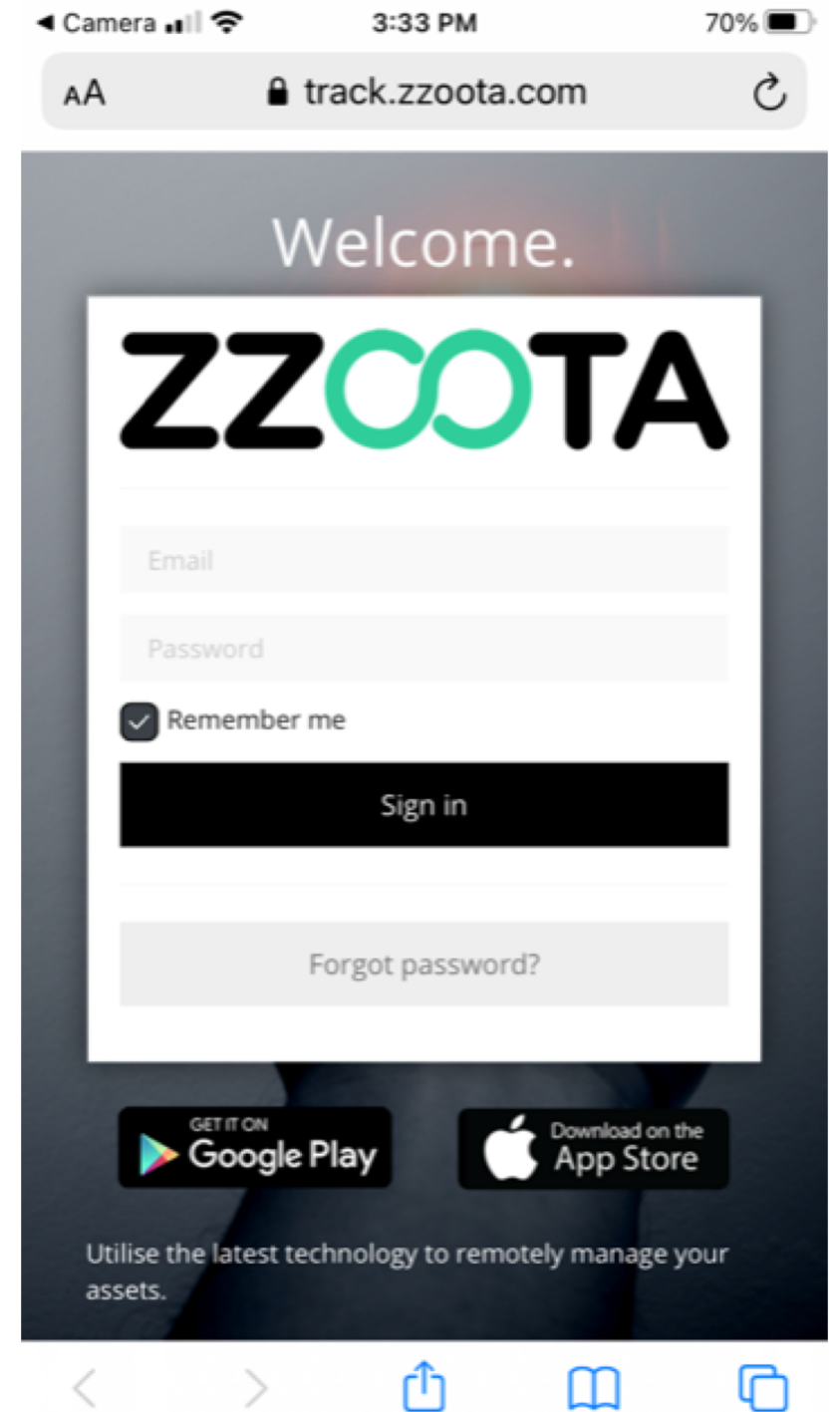
- Touch the banner to open your browser

IMPORTANT : Ensure that Private Browsing is OFF
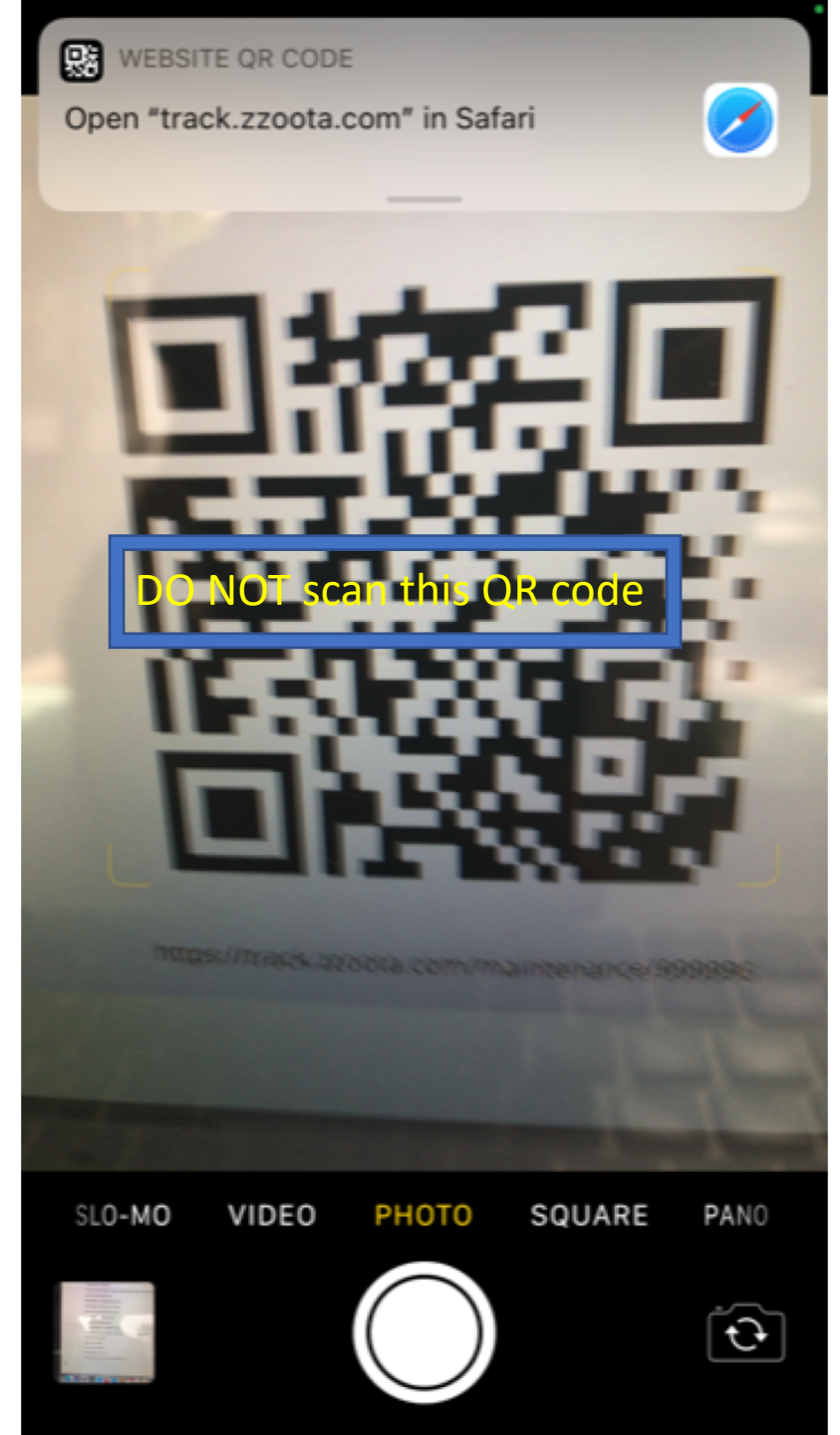
STEP 2.

- Login to the zzootaLink platform.

Handy Hint : Select "Remember me" to remain logged in

STEP 3a.

IMPORTANT : If this page opens you will need to login a **second** time.

- The reason this page has opened could be :
  - You are logging in for the first time
  - You are using a new device to log in
  - You have been logged out after your last session
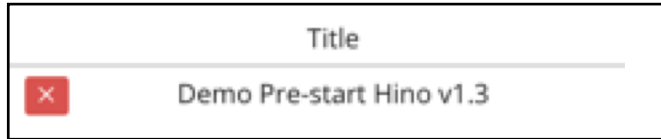 - Private browsing is ON

REPEAT STEP 1.

- Open the camera on your mobile device

- Scan the QR code

- Touch the banner to open your browser
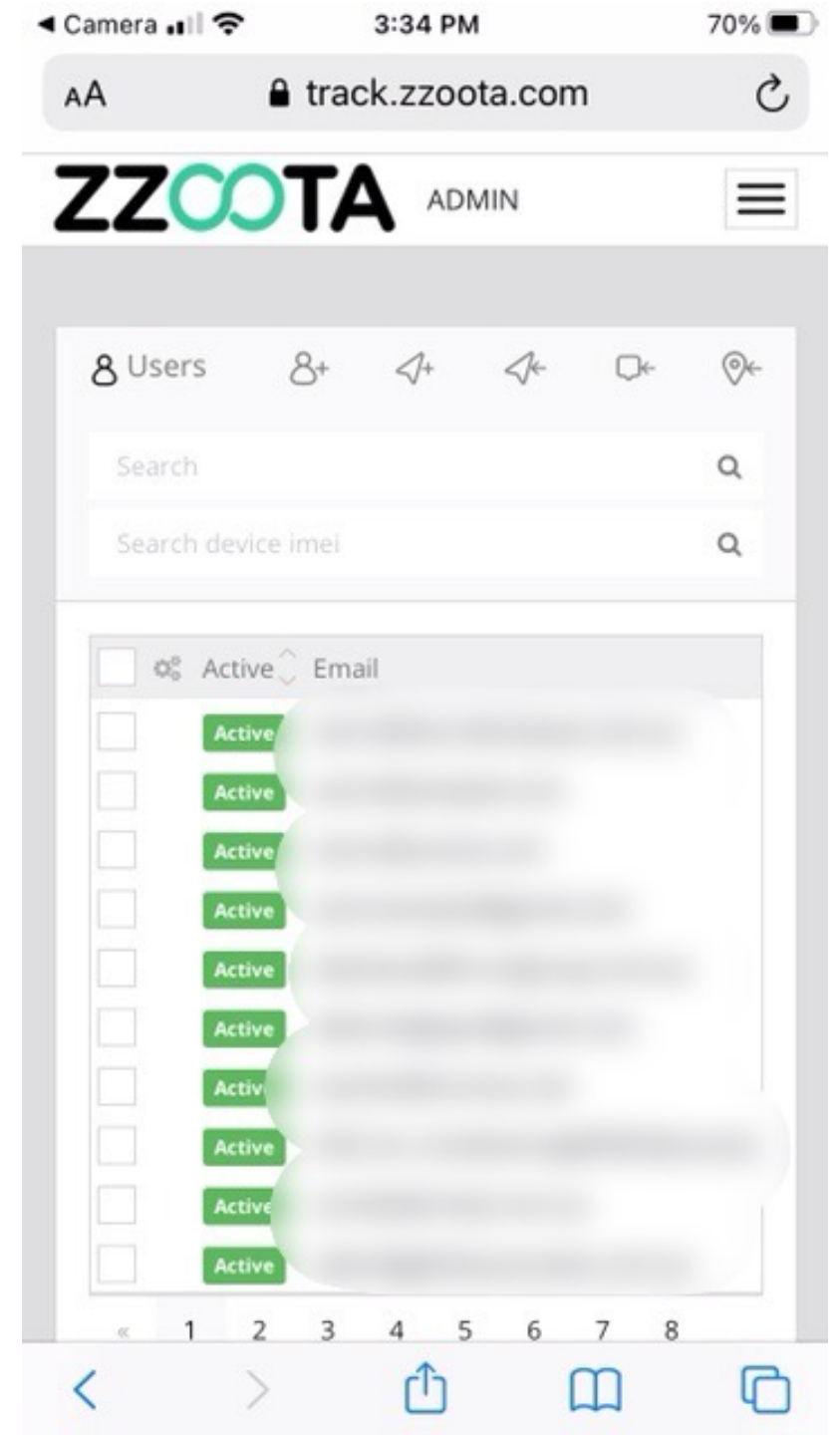
STEP 3b.

- Select the checklist Title

ATTENTION

If this page does not open you will need to login a second time. Return to STEP 3a on the previous slide.
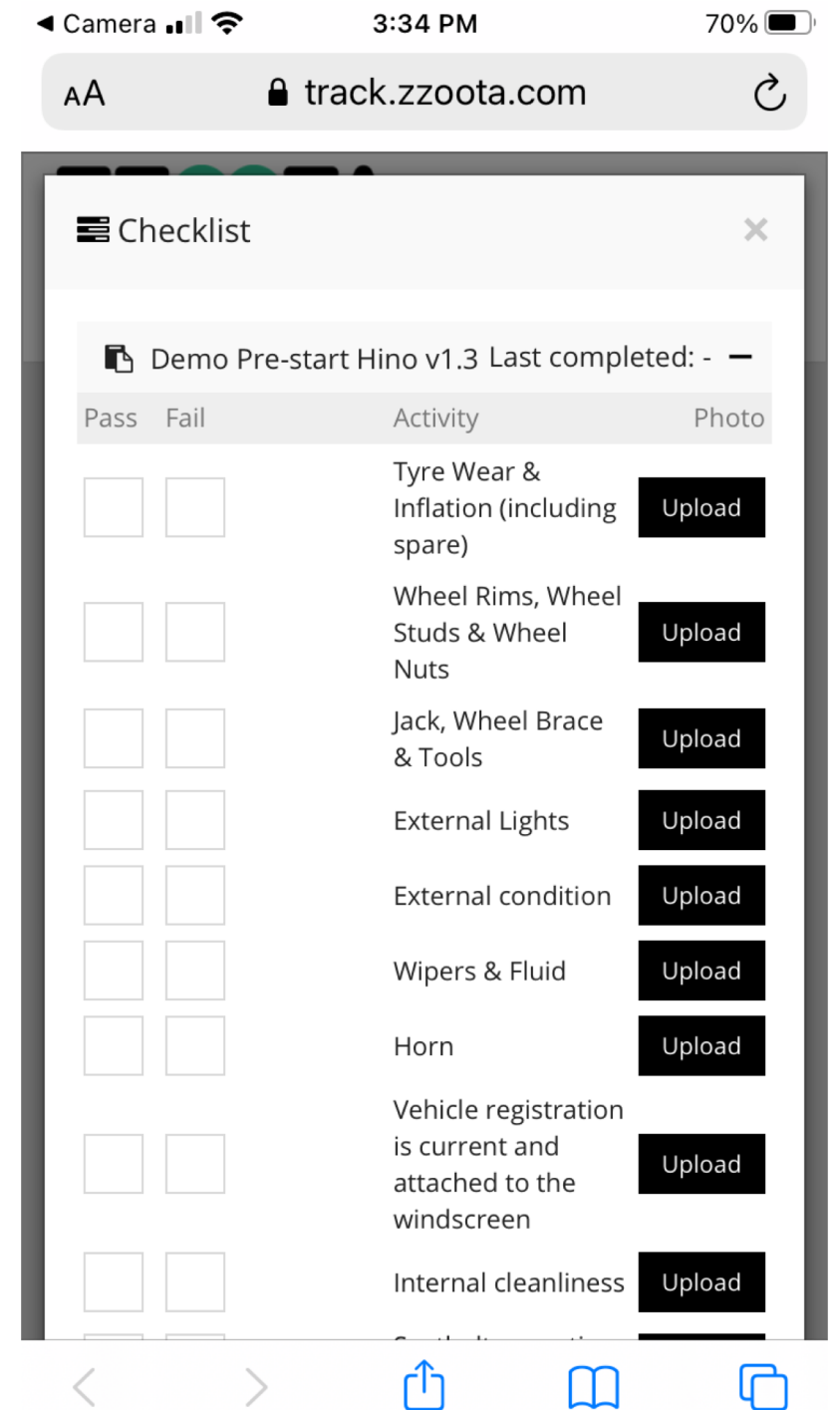
For Info:

A RED cross indicates the checklist has not been completed.

A Green tick indicates the Pre-start checklist has been completed for today and no further action is needed.
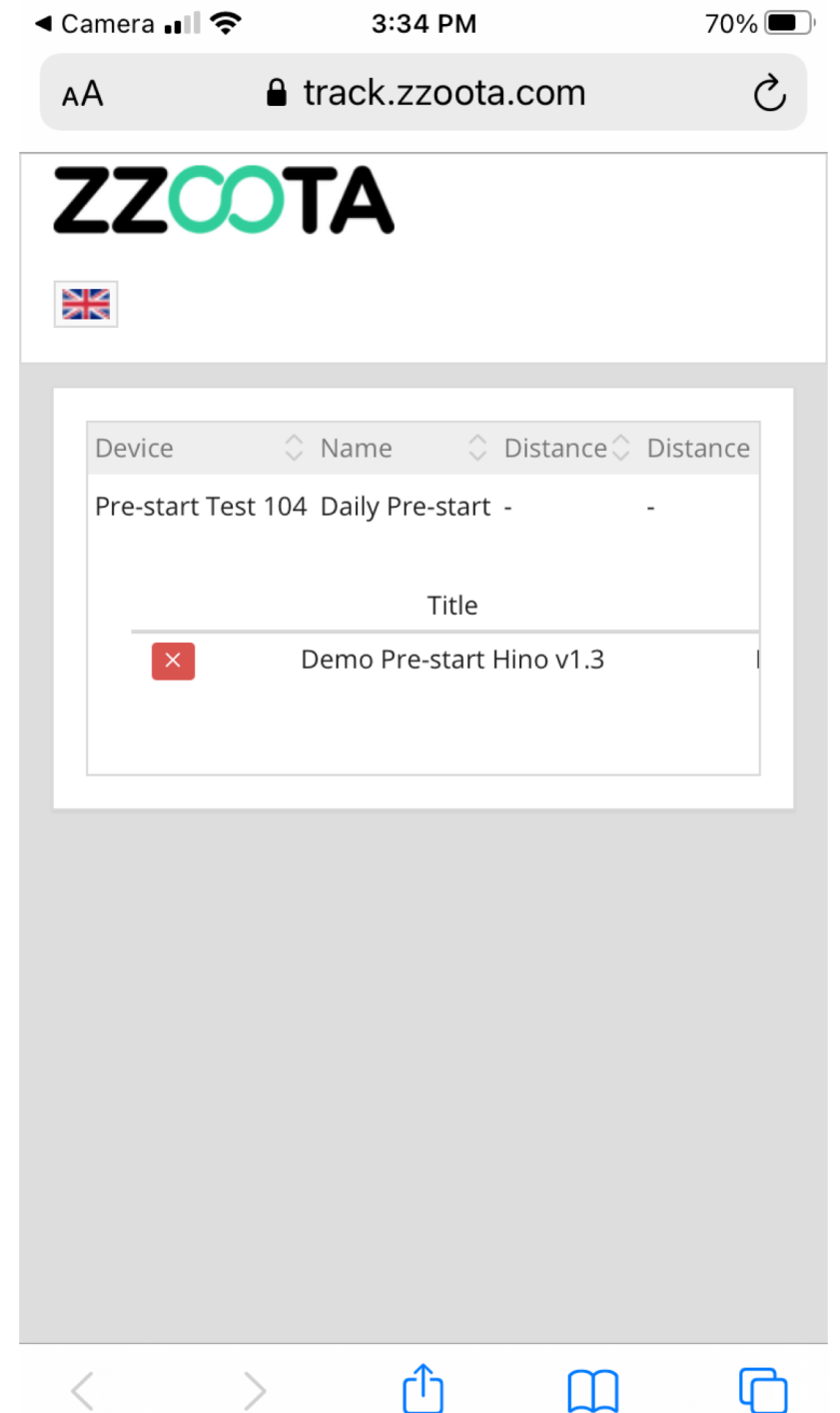
STEP 4.

- The selected checklist will open.
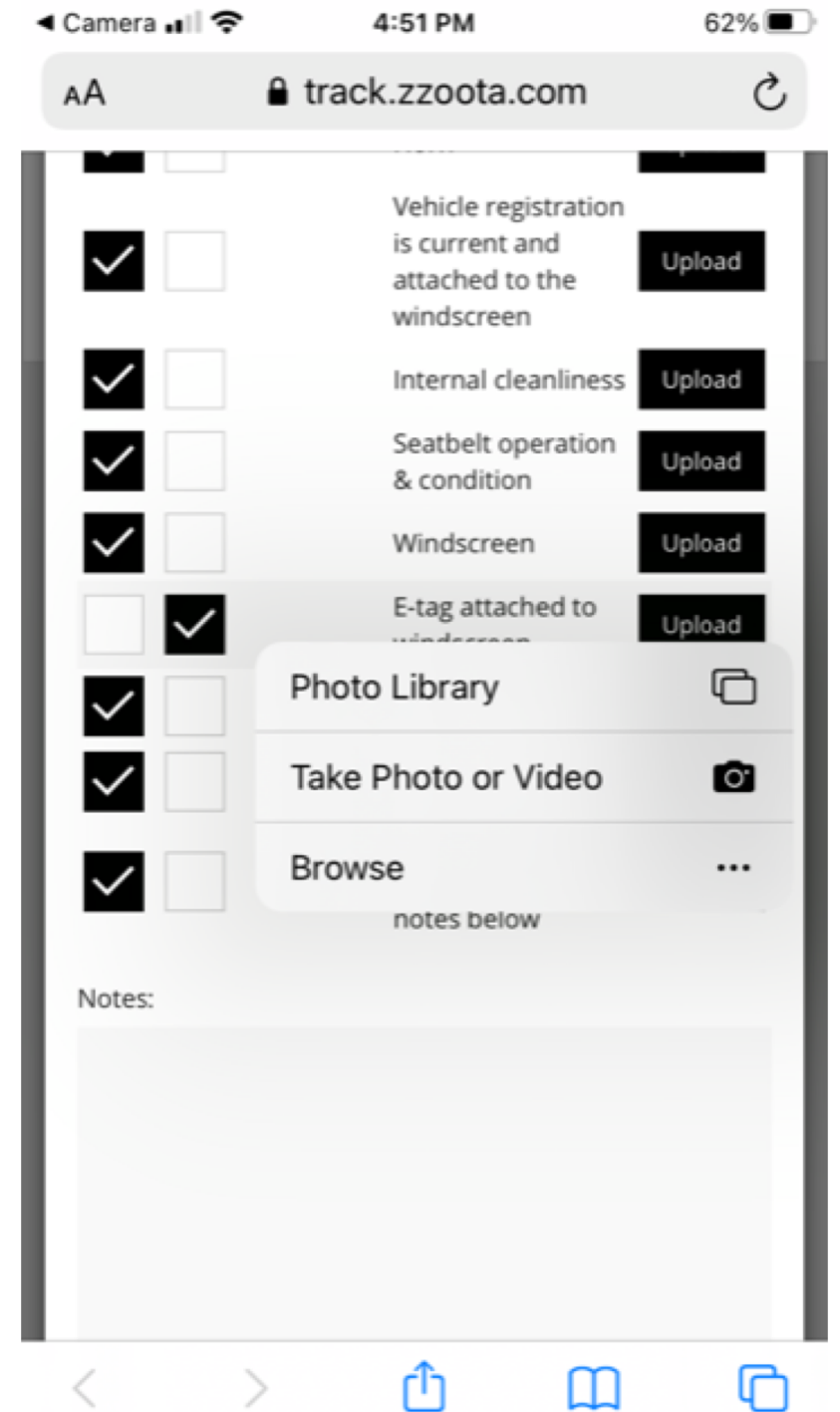
STEP 5.

- Complete the checklist as required.

Demo Pre-start Hino v1.3 Last completed: - —

Pass	Fail	Activity	Photo
☑	☐	Tyre Wear & Inflation (including spare)	Upload
☑	☐	Wheel Rims, Wheel Studs & Wheel Nuts	Upload
☑	☐	Jack, Wheel Brace & Tools	Upload
☑	☐	External Lights	Upload
☑	☐	External condition	Upload
☑	☐	Wipers & Fluid	Upload
☑	☐	Horn	Upload
☑	☐	Vehicle registration is current and attached to the windscreen	Upload
☑	☐	Internal cleanliness	Upload
☑	☐	Seatbelt operation & condition	Upload
☑	☐	Windscreen	Upload

STEP 6.

- If an item FAILS select the UPLOAD button to submit a photo.

STEP 7.

- If an item FAILS insert a description in the NOTES field.

STEP 8.

- When all of the checklist items have been marked as a PASS or FAIL the SIGNATURE field will open.

- Enter you name

- Press SIGN   (UNLESS you are training – see note below)

IMPORTANT : DO NOT press "SIGN" if you are training!!

If you are training onsite there will only be 1 (one) QR code in the vehicle. Once the checklist is signed it cannot be opened again.

If further demonstrations are required press CANCEL to repeat the process.

You may also choose to clear Browsing History, which is addressed in another slide.
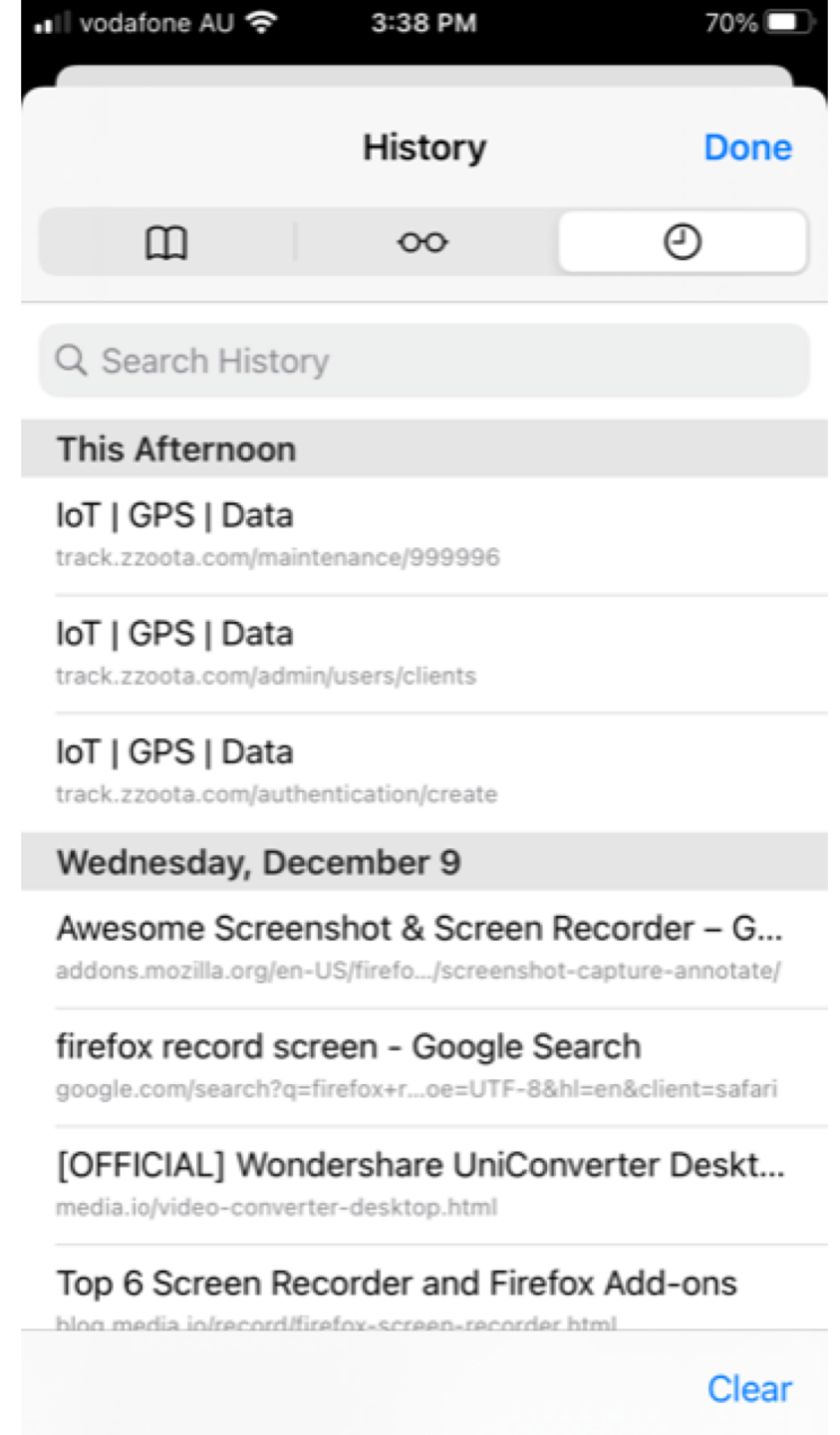
THE PRE-START CHECKLIST IS NOW COMPLETE.

Additional information if training .

To simulate the need to login for a second time you will need clear the session Browsing History.
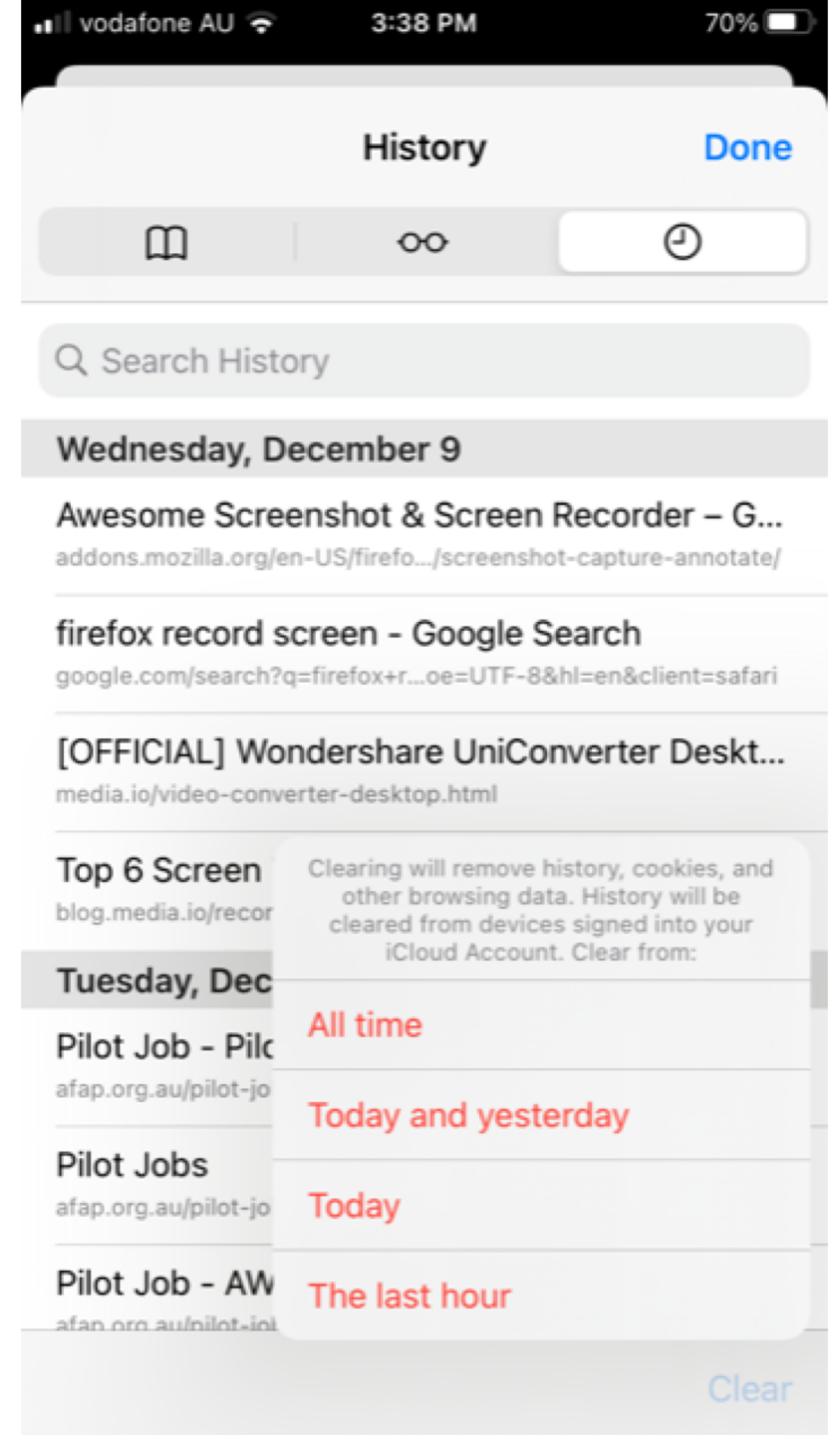
STEP 1.

- Select the Bookmark icon

- Select Clock icon to open the History page

- Select CLEAR at the bottom of the page

NOTE : This example is an iPhone

Step 2.

- Choose your preferred time frame of HISTORY DATA.

End of presentation