

Reviewing Inspections and Documenting Repairs

Link: <https://help.gpsinsight.com/docs/about-gps-insight-dvir/reviewing-inspections-and-documenting-repairs/> Last Updated: June 13th, 2023

With GPS Insight DVIR, you can view submitted inspections for your organization and document repairs for any items declared defective on a previous inspection (requires enabled Repair Vehicle Inspection permission).

Viewing Submitted Inspections

From the Inspections page of GPS Insight DVIR, you can view submitted inspections from the current date and previous dates/date ranges. Inspections submitted on the current date are listed by default on the Inspection page. You may use the search field to search submitted inspections for the date/date range selected by driver or unit number.

Note. Depending on your permissions, you may be able to see submitted inspections completed by others in your organization.

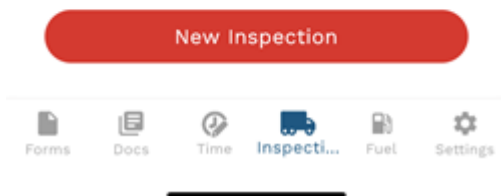
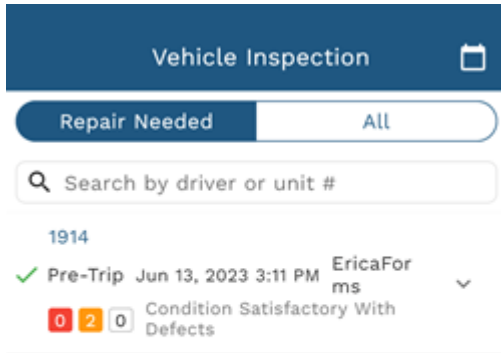
How to view submitted inspections for a previous date:

1. In the GPS Insight DVIR app, tap **Inspections**.

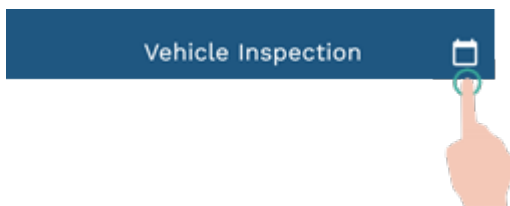
The Vehicle Inspection page appears.

Reviewing Inspections and Documenting Repairs

Link: <https://help.gpsinsight.com/docs/about-gps-insight-dvir/reviewing-inspections-and-documenting-repairs/> Last Updated: June 13th, 2023



2. Tap the calendar in the top-right corner of the screen.



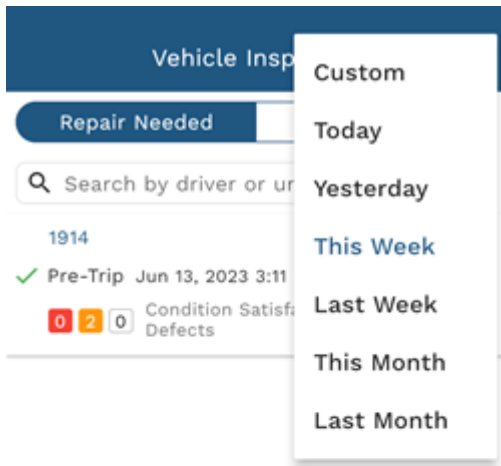
3. Select your desired date or date range from the following options:

- Custom
- Today
- Yesterday
- This Week
- Last Week

Reviewing Inspections and Documenting Repairs

Link: <https://help.gpsinsight.com/docs/about-gps-insight-dvir/reviewing-inspections-and-documenting-repairs/> Last Updated: June 13th, 2023

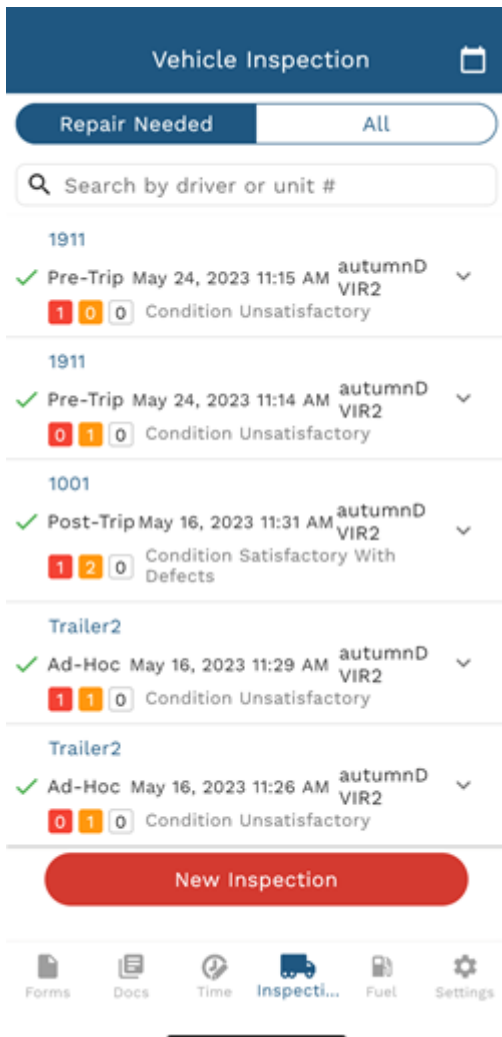
- This Month
- Last Month



Submitted inspections for the selected date/date range are shown.

Reviewing Inspections and Documenting Repairs

Link: <https://help.gpsinsight.com/docs/about-gps-insight-dvir/reviewing-inspections-and-documenting-repairs/> Last Updated: June 13th, 2023



4. Tap **Repair Needed** to view submitted inspections documenting items requiring repairs only or tap **All** to view all submitted inspections for the selected time period.



Documenting Repairs

You can document completed repairs for items marked as defective during a submitted inspection from the Inspections page.

Note. Requires the Repair Vehicle Inspection permission enabled for your account.

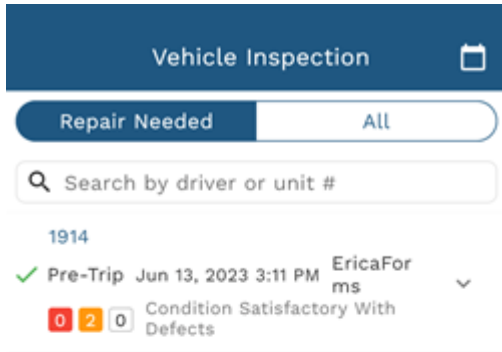
Reviewing Inspections and Documenting Repairs

Link: <https://help.gpsinsight.com/docs/about-gps-insight-dvir/reviewing-inspections-and-documenting-repairs/> Last Updated: June 13th, 2023

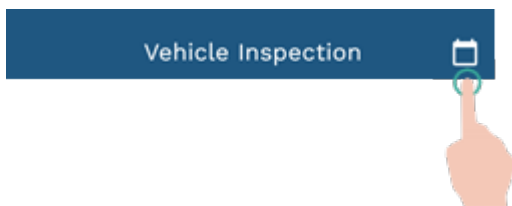
How to document a completed repair:

1. In the GPS Insight DVIR app, tap **Inspections**.

The Vehicle Inspection page appears.



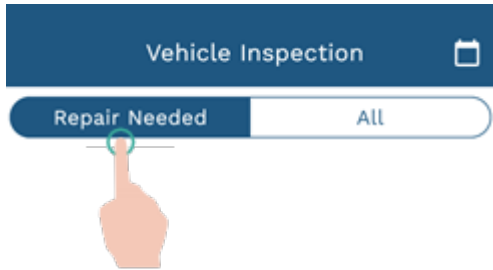
2. Tap the calendar icon to select your time range (please see above directions for step-by-step instructions).



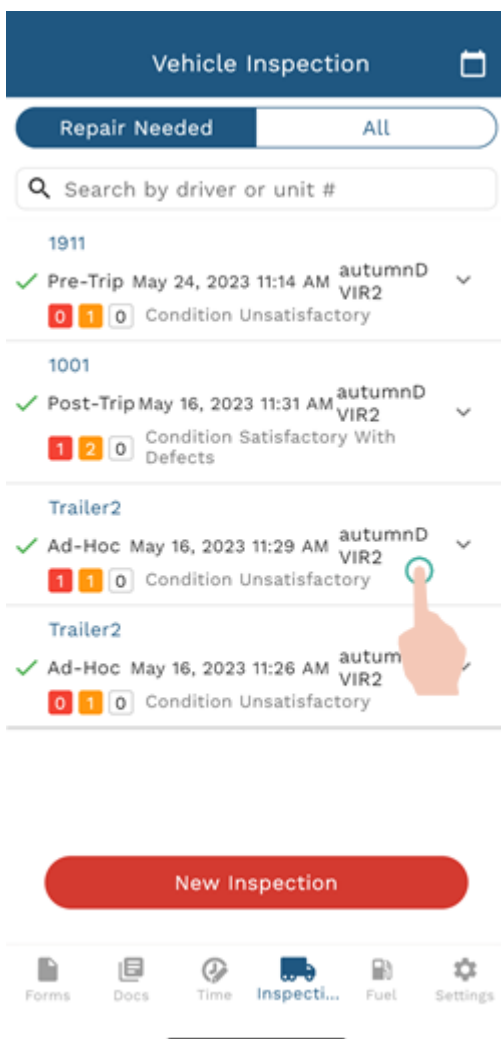
3. Tap **Repair Needed**.

Reviewing Inspections and Documenting Repairs

Link: <https://help.gpsinsight.com/docs/about-gps-insight-dvir/reviewing-inspections-and-documenting-repairs/> Last Updated: June 13th, 2023



4. Tap the applicable submitted inspection.






5. Tap **Next**.

Reviewing Inspections and Documenting Repairs

Link: <https://help.gpsinsight.com/docs/about-gps-insight-dvir/reviewing-inspections-and-documenting-repairs/> Last Updated: June 13th, 2023

Vehicle Inspection

Equipment Setup   

Next: Trailer Setup

TYPE *

Ad-Hoc

EQUIPMENT *

Trailer

TRAILER *

Trailer2

FORM *

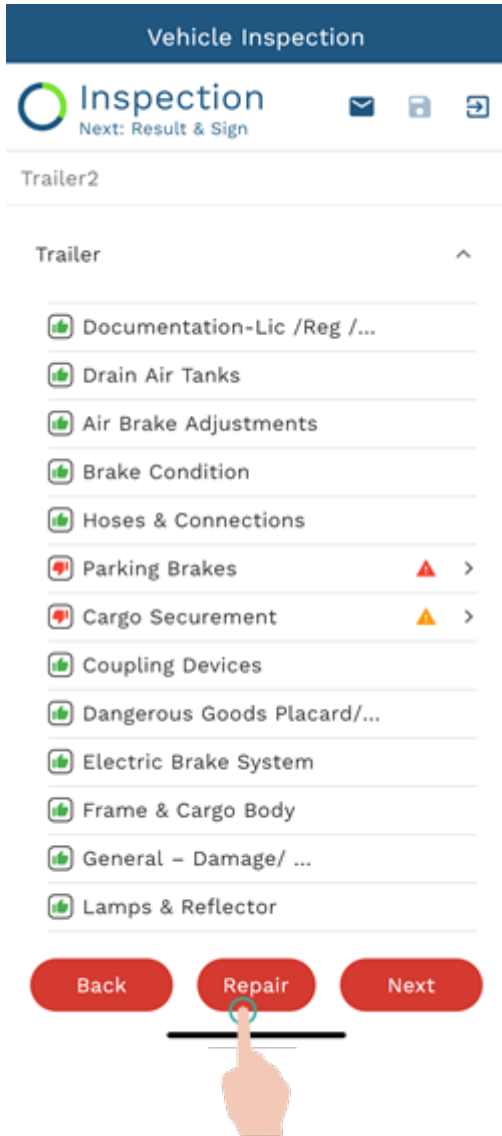
Trailer Inspection (US)



6. Tap **Repair**.

Reviewing Inspections and Documenting Repairs

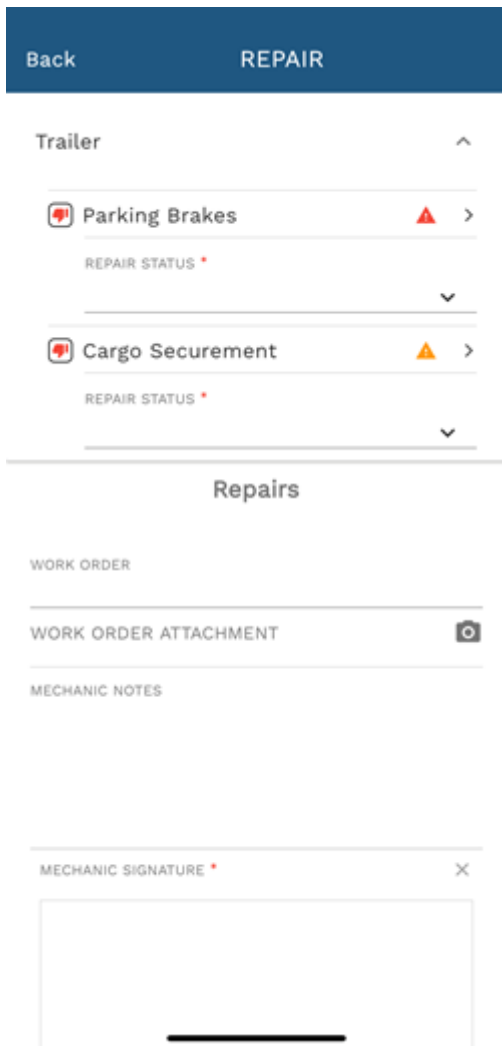
Link: <https://help.gpsinsight.com/docs/about-gps-insight-dvir/reviewing-inspections-and-documenting-repairs/> Last Updated: June 13th, 2023



The Repair page appears.

Reviewing Inspections and Documenting Repairs

Link: <https://help.gpsinsight.com/docs/about-gps-insight-dvir/reviewing-inspections-and-documenting-repairs/> Last Updated: June 13th, 2023

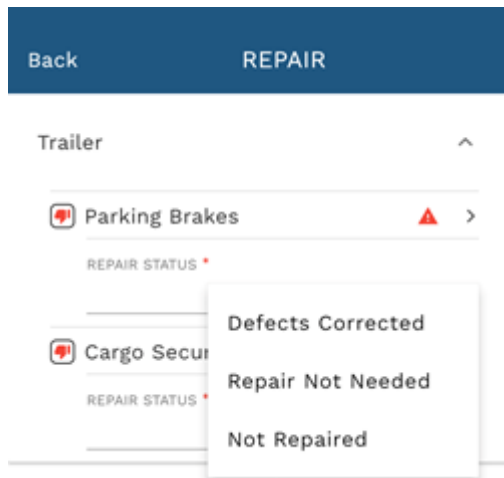


7. Tap the drop-down under Repair Status for the applicable item and select the applicable status from the following options:

- Defects Corrected
- Repair Not Needed
- Not Repaired

Reviewing Inspections and Documenting Repairs

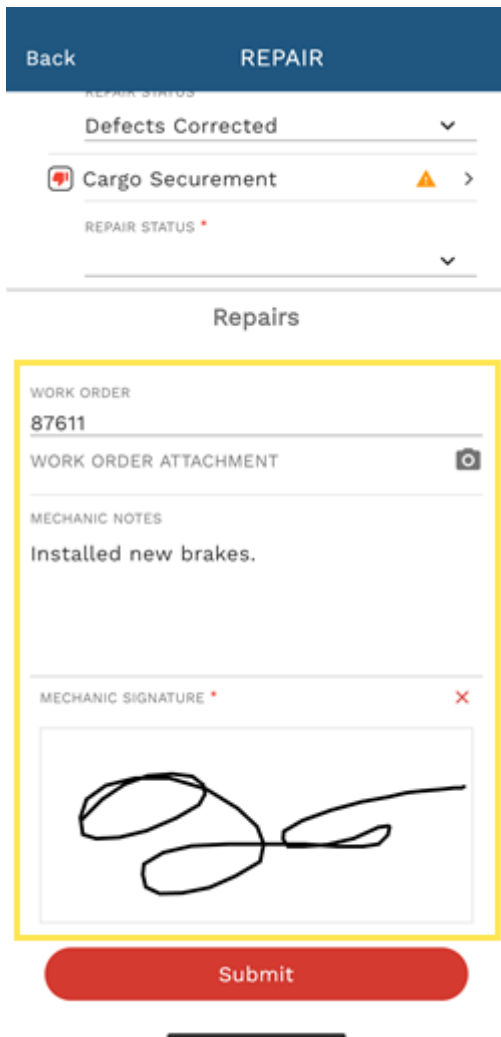
Link: <https://help.gpsinsight.com/docs/about-gps-insight-dvir/reviewing-inspections-and-documenting-repairs/> Last Updated: June 13th, 2023



8. If applicable, add the work order number under Work Order.
9. If applicable, attach a photo of the work order by tapping the camera icon and selecting your image option: **Camera** (to take a photo) or **Gallery** (choose an image from your photo library).
10. If applicable, add any notes from the mechanic under Mechanic Notes.
11. Under Mechanic Signature, have the mechanic sign electronically to attest to the completion of the repair.

Reviewing Inspections and Documenting Repairs

Link: <https://help.gpsinsight.com/docs/about-gps-insight-dvir/reviewing-inspections-and-documenting-repairs/> Last Updated: June 13th, 2023

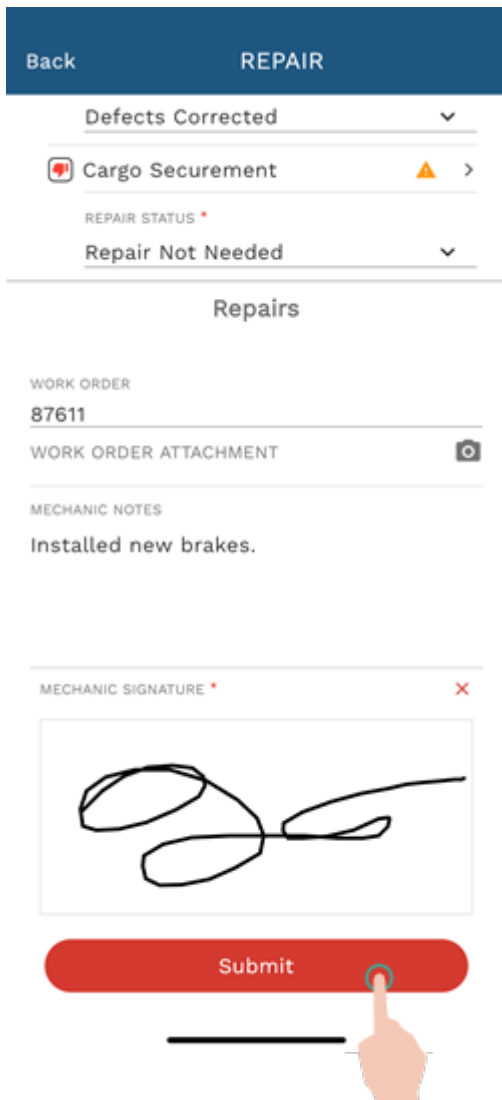


The screenshot shows a mobile application interface for documenting repairs. At the top, there is a dark blue header with a 'Back' button on the left and the word 'REPAIR' in white on the right. Below the header, there are several sections: 'REPAIR STATUS' with a dropdown menu showing 'Defects Corrected'; 'Cargo Securement' with a red square icon containing a white exclamation mark, an orange triangle warning icon, and a right-pointing chevron; and another 'REPAIR STATUS' dropdown menu. Below these is a section titled 'Repairs'. A yellow rectangular box highlights a specific repair entry. This entry includes a 'WORK ORDER' field with the number '87611', a 'WORK ORDER ATTACHMENT' field with a camera icon, a 'MECHANIC NOTES' field containing the text 'Installed new brakes.', and a 'MECHANIC SIGNATURE' field with a red asterisk and a red 'X' icon. The signature field contains a handwritten signature in black ink. At the bottom of the highlighted area is a red rounded rectangular button with the word 'Submit' in white text.

12. Tap **Submit**.

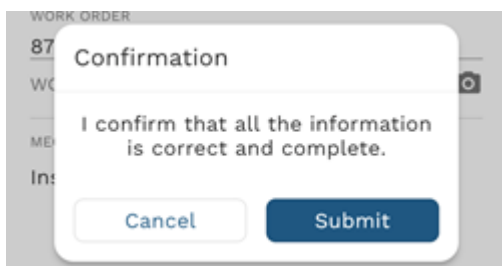
Reviewing Inspections and Documenting Repairs

Link: <https://help.gpsinsight.com/docs/about-gps-insight-dvir/reviewing-inspections-and-documenting-repairs/> Last Updated: June 13th, 2023



A Confirmation pop-up appears asking you to confirm all the information is correct and complete.

13. Tap **Submit** to confirm or **Cancel** to return to the Repair page.



The Vehicle Inspection page appears showing the completed repair status(es) and corresponding repair form.