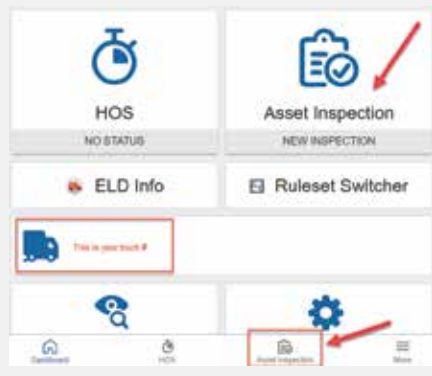


COMPLETING AN ASSET INSPECTION

1

Go into your **Geotab** and select **Asset Inspection**.

Make sure you are attached to the correct truck. If you do not see your truck number next to the blue truck pictured below, click & select your truck number.



2

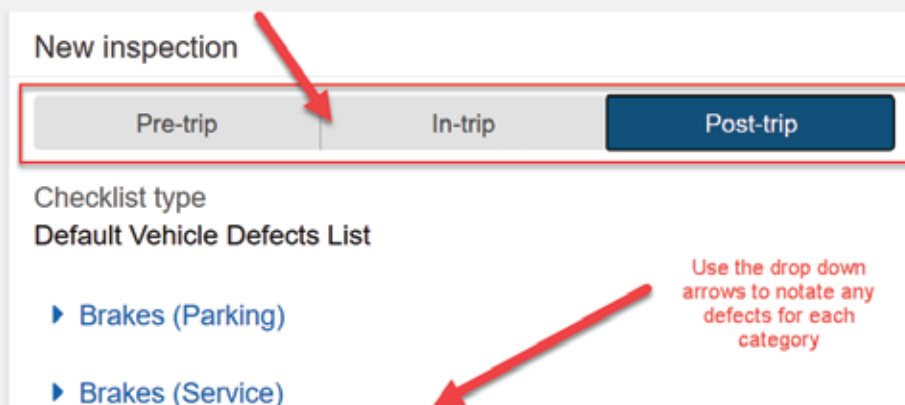
Click on **Inspect**.

- Make sure the correct truck number is listed.



3

Select the type of inspection: **pre-trip**, **in-trip** or **post-trip**. Go through the defects list and notate anything you find during your inspection



4

Add **Defect** and notate damages in the box below each category



5

Once you've completed a thorough inspection click **Done** to save.

6

Click **Yes** to confirm you have completed a proper inspection.

7

Click on **Repair** when an unresolved defect has been repaired



8

Click on the appropriate resolution and add a remark (i.e "shop repaired defect") then **Save**.

