

# Electronic Logbook (eLog)

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## Operator Manual



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## List of Abbreviations

CAM	Central Alert Management
GPS	Global Positioning System
UTC	Universal Time Coordinated
VDR	Voyage Data Recorder
eLog	Raytheon Anschütz Electronic Logbook



# Introduction

## Preliminary Remarks

The present manual is a description and reference book only. It is intended to answer questions and to solve problems in the quickest possible manner.

Read and follow the instructions and notes in this manual before operating the equipment.

For this purpose, refer to the table of contents and read the corresponding chapters thoroughly.

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Errors can hardly be avoided in the documentation despite all efforts. Therefore, we appreciate any remarks and suggestions.

Subject to alterations.


## Safety

### General Safety Regulations

The following safety symbols are used in this manual:

 <b>WARNING!</b>	
	<p><b>Warning statements indicate a hazardous situation that, if not avoided, could result in minor, moderate or serious injury, or death</b></p> <p>Consequence</p> <ul style="list-style-type: none"><li>• Preventive action</li></ul>

**! CAUTION!**

 **Caution statements indicate a hazardous situation that, if not avoided, could result in material damage**

Consequence


- Preventive action

**Note**

Notes indicate information considered important but not hazard-related.

### General Safety Instructions


**! WARNING!**

 **Danger due to nonadherence to general rules and regulations**

Risk of death or serious injury and material damage

- Observe all national and regional rules and regulations.
- Observe all general rules and regulations that are specified for the work area.
- Observe all instructions that are placed on the components or described in related documentation.


**! WARNING!**

 **Danger due to improper operation and use for other than the intended purpose**

Risk of serious injury and material damage

- Use the product only for the intended purpose.
- Perform operation steps according to this manual.
- Do not make any product modifications without authorization.


**! WARNING!**


 **Danger due to voltage-regulated devices**

Risk of death or serious injury that is caused by electrical shock

- Switch off voltage supply if the wires have damaged insulation.
- Only skilled electricians must perform work on the electric system.
- Keep moisture away from live parts.
- Keep the system closed.
- Do not attempt to bypass or disable fuses.

## Safety Instructions for Operation

! WARNING!	
	<p><b>Danger due to improper operation and use for other than the intended purpose</b></p> <p>Risk of serious injury and material damage</p> <ul style="list-style-type: none"> <li>• Use the product only for the intended purpose.</li> <li>• Perform operation steps according to this manual.</li> <li>• Do not make any product modifications without authorization.</li> </ul>

! WARNING!	
	<p><b>Danger due to operation by unskilled personnel</b></p> <p>Risk of serious injury and material damage</p> <ul style="list-style-type: none"> <li>• Keep all unskilled personnel away from the operation area.</li> <li>• Perform all operation only by skilled personnel.</li> </ul>

## Product and Performance Standards

Tab. 1: Product and Performance Standards

Standard	Designation
ISO 21745:2019	Electronic record books for ships - Technical specifications and operational requirements

## List of Further Documents

Tab. 2: List of Further Documents

Documentation No.	Designation
10000000584	eLog Installation and Service Manual

# 1 Description

## 1.1 Preliminary Remarks

### User Rights

The manual is a complete documentation of the system or equipment. Some functions may not be accessible depending on user rights.

All functions or operations are described irrespective of the actual user rights of the user.

### Markup Elements

The manual uses different markup elements for hardware and software.

Markup Element	Description
<b>Bold</b>	This markup is used for the following elements: <ul style="list-style-type: none"><li>• Pushbuttons / Switches</li><li>• Softkeys</li><li>• Labeling</li><li>• Defined areas</li></ul>
<i>Italic</i>	This markup is used for the following elements: <ul style="list-style-type: none"><li>• Menus</li><li>• Dialogs</li></ul>

## 1.2 System Description

The Raytheon Anschütz eLog provides the functionality of an electronic record book. It records data such as position, course, and speed from connected sensors automatically and allows the crew to manually enter additional logbook data or correct recorded data. The eLog provides an approval system to allow the master and chief mate to review and approve the recorded data.

Logbook data can be displayed, searched and exported as PDF.

The following figure gives a general overview of the system.

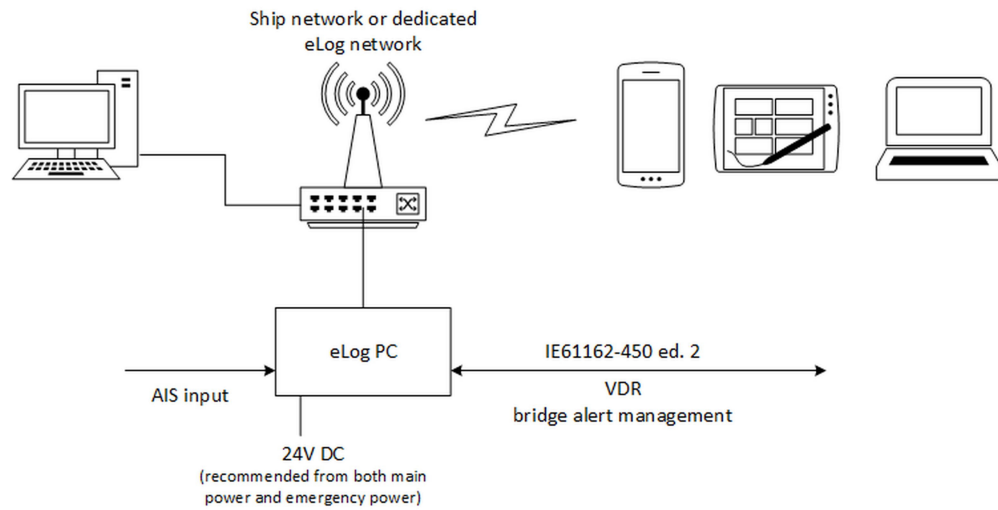


Fig. 1: System Overview

The Raytheon Anschütz eLog consists of a PC, which connects to the AIS of the ship to obtain and record the fundamental navigational data such as position, course and speed and to synchronize the time of the eLog to UTC.

Optionally, the PC can be connected to an IEC 61162-450 ed.2 network to receive additional sensor data and to connect the Raytheon Anschütz eLog to the VDR and the Central Alert Management (CAM) of the bridge.

Users can access the Raytheon Anschütz eLog via its Web interface from devices such as smartphones, tablets, laptops, or desktops computers, which run a modern Web browser. Therefore, the Raytheon Anschütz eLog PC is integrated into the ship's network or provides a separate Wireless LAN to connect these input devices with the eLog PC.

Once loaded into the Web browser of the device, users can work with the application even in offline mode without a connection to the Log PC. Data, which was entered in offline mode, is synchronized to the eLog PC when the device is reconnected to the network.

Due to cyber security reasons, the USB ports of the eLog PC are disabled. Access to the eLog PC is only granted via the Web interface.

If the ship is abandoned in case of an emergency, please take the eLog PC hardware with you. It contains all relevant logbook data. Alternatively, if the logbook was connected to the VDR, you can also take the long-term or floating-free recording medium of the VDR with you.

### 1.2.1 Data Storage and Tampering Avoidance

Information recorded and stored in the Raytheon Anschütz eLog is taken as an official record and is equivalent to the information recorded to a paper logbook as admissible evidence.

Logbook data is stored on the eLog PC. The PC provides redundant disk space on two separate storage media to prevent the loss of logbook data in the case of a storage failure.

The eLog application uses cryptographic signatures and hashes to prevent data falsification and deletion. It checks at a regular interval the integrity of the eLog database. Within the retention period (minimum 2 years), recorded logbook data cannot be deleted or replaced. If data needs to be corrected, an amendment is stored for this data, such that the edit history of the recorded data is available and changes can be traced.

Changes to the database and important events can be viewed in the audit log, which provides information who performed which changes to the database. The Raytheon Anschütz eLog provides a user authentication mechanism with individual accounts, passwords, and roles to control the access to the eLog application. Each individual user has an own cryptographic key pair, such that eLog content can be associated with a particular user.

## **1.2.2 Time Synchronization**

A correct and synchronized system time of all eLog devices participating in the recording of data is important for consistent logbook content. The Raytheon Anschütz eLog PC synchronizes its internal clocks with a UTC source provided by e.g. a GPS, AIS, or master clock connected to the eLog PC. If synchronization is not possible, the eLog uses its internal clock to timestamp data.

Input devices report their system time to the eLog PC. If the eLog detects discrepancies between the system times of the input devices and its own internal clock, a caution is raised. In this case, the user shall set the correct time on the input device.

## **1.2.3 Automatic Record**

After a specified interval a logbook record is created automatically. The record contains all available system data at the time of creation.

The record can be edited manually to fill in missing data or to correct wrong data.

The creation of the automatic logbook record generates an entry in the audit log.

## **1.2.4 Automatic Noon Report**

Every day at noon (UTC time) the noon report is generated and saved as a logbook record.

The noon report has some additional data to the regular logbook records:

- Local time and offset to UTC
- Time to destination (if travelling on a route with route monitoring)
- Distance travelled and average speed since last noon

## **1.2.5 VDR Integration**

If a VDR is available and connected, all changes to the logbook are automatically transmitted to the VDR.



## 1.3 Overview of Main Pages

### 1.3.1 Overview of Main Menu

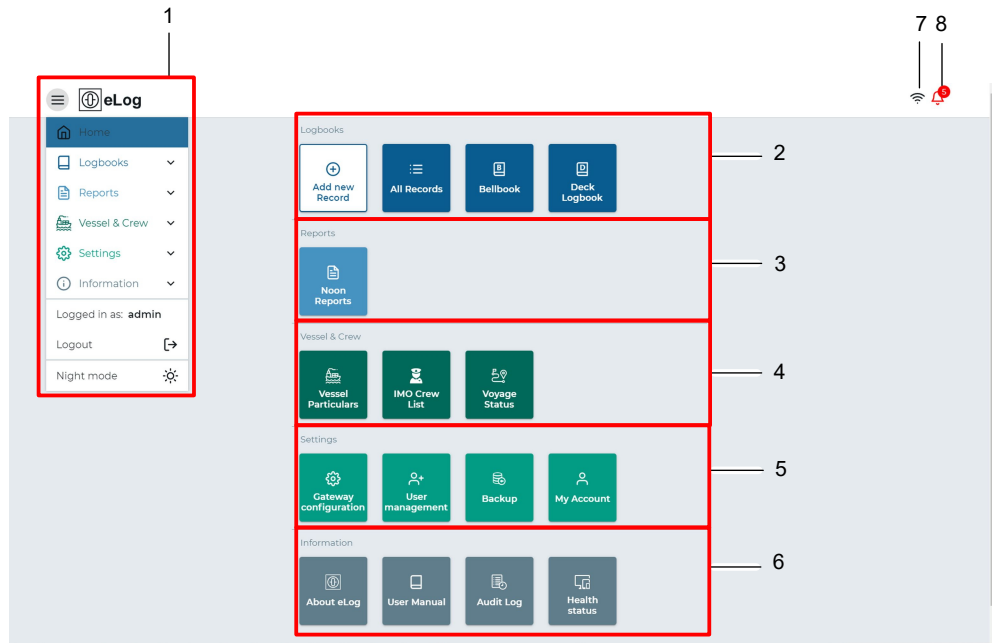


Fig. 2: eLog, Main Menu

**Note**

The displayed elements may vary depending on the rights of the current user role. For further information on user roles, see [chapter 2.5.1](#).

Number	Area / Element	Description
1	Menu	Always accessible menu with quick access to all eLog pages and the following functions: <ul style="list-style-type: none"> <li><b>Logged in info:</b> Shows the username of the currently logged in user.</li> <li><b>Logout:</b> Logout from eLog.</li> <li><b>Night Mode:</b> Toggle between day and night color mode.</li> </ul>
2	Logbooks	Access to the logbook pages: <ul style="list-style-type: none"> <li><b>Add new Record:</b> Add a new logbook record.</li> <li><b>All Records:</b> Access all logbook records.</li> <li><b>Bellbook:</b> Access bellbook records.</li> <li><b>Deck Logbook:</b> Access deck logbook records.</li> </ul>
3	Reports	Access to the logbook pages: <ul style="list-style-type: none"> <li><b>Noon Reports:</b> Access to the noon reports.</li> </ul>

Number	Area / Element	Description
4	Vessel & Crew	<p>Access to the logbook pages:</p> <ul style="list-style-type: none"> <li>• <b>Vessel Particulars:</b> View and edit details about the vessel.</li> <li>• <b>IMO Crew List:</b> View and edit details about the crew.</li> <li>• <b>Voyage Status:</b> View and edit details about the current voyage and past voyages.</li> </ul>
5	Settings	<p>Access to the settings of the logbook. For further information see eLog Service Manual.</p> <ul style="list-style-type: none"> <li>• <b>Gateway Configuration:</b> View and edit the configuration of the gateways.</li> <li>• <b>User Management:</b> Manage user and roles.</li> <li>• <b>Backup:</b> Manage backups.</li> <li>• <b>My Account:</b> View and edit details about the currently logged in user. Change the password.</li> </ul>
6	Information	<p>Access to the settings of the logbook. For further information see eLog Service Manual.</p> <ul style="list-style-type: none"> <li>• <b>About eLog:</b> Shows information about the eLog like software version and license information.</li> <li>• <b>User Manual:</b> Shows an integrated user manual.</li> <li>• <b>Audit Log:</b> Shows system messages.</li> <li>• <b>Health Status:</b> Shows information about the system and the system health.</li> </ul>
7	Connection Status	Shows information about the connection status.
8	Alert Indicator	Shows the number of currently active alerts.

### 1.3.2 Overview of Logbook Records

#### Note

This chapter shows the page *All Records*. Because the control elements and shown information are the same, this chapter is also valid for the pages *Bellbook*, *Deck Logbook*, *Noon Reports* and *Audit Log*.

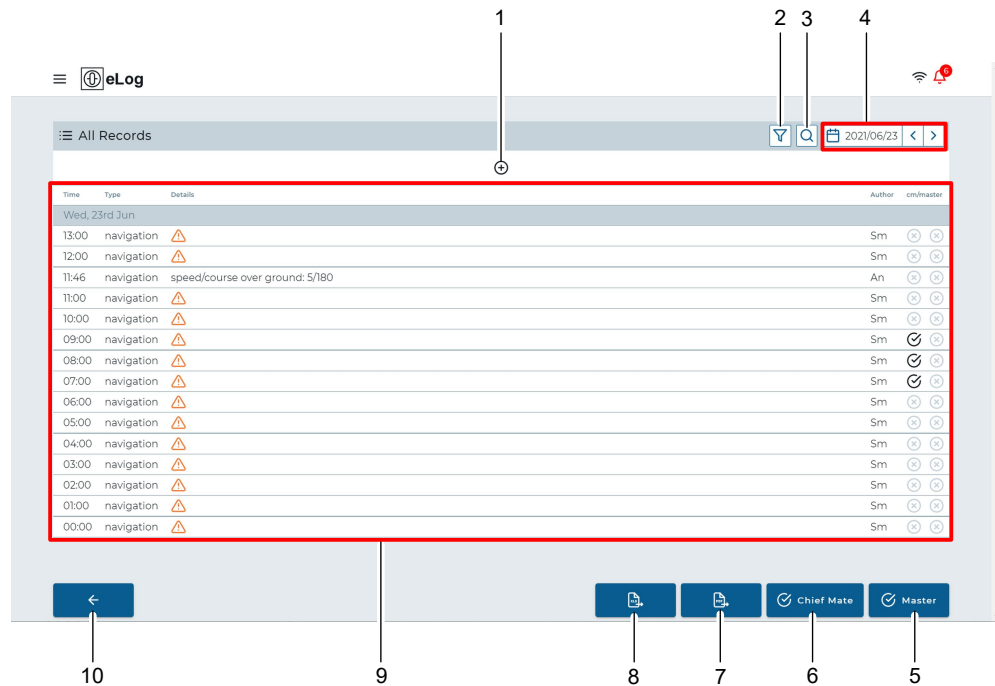


Fig. 3: Overview of Records

Number	Area / Element	Description
1	Add Record	Manually add a logbook record.
2	Filter Records	Filter logbook records by author.
3	Search	Search logbook records with free text.
4	Date	<p>Filter logbook records by date.</p> <ul style="list-style-type: none"> <li>Select the date to open the date picker.</li> <li>Select the starting date first, the closing date second.</li> <li>Select the arrows to select the chosen date range adjacent to the currently selected. Example: If 1 day is selected, the arrows select the day before or after the selected day. If 5 days are selected, the arrows select the 5 days before or after the selected days.</li> </ul> <div style="background-color: #0056b3; color: white; padding: 2px;"><b>Note</b></div> <p>The date filter also affects the data export.</p>
5	Master Approval	Enables the Master to approve logbook records.
6	Chief Mate Approval	Enables the Chief Mate to approve logbook records.

Number	Area / Element	Description
7	Export (PDF)	Exports the logbook records of the selected date range as a .pdf file.
8	Export (XLS)	Exports the logbook records of the selected date range as a .xls file.
9	Logbook Records	Shows the logbook records. To view the contents of a record, select it from the list.
10	Back	Navigates back to the main menu.

### 1.3.3 Logbook Record

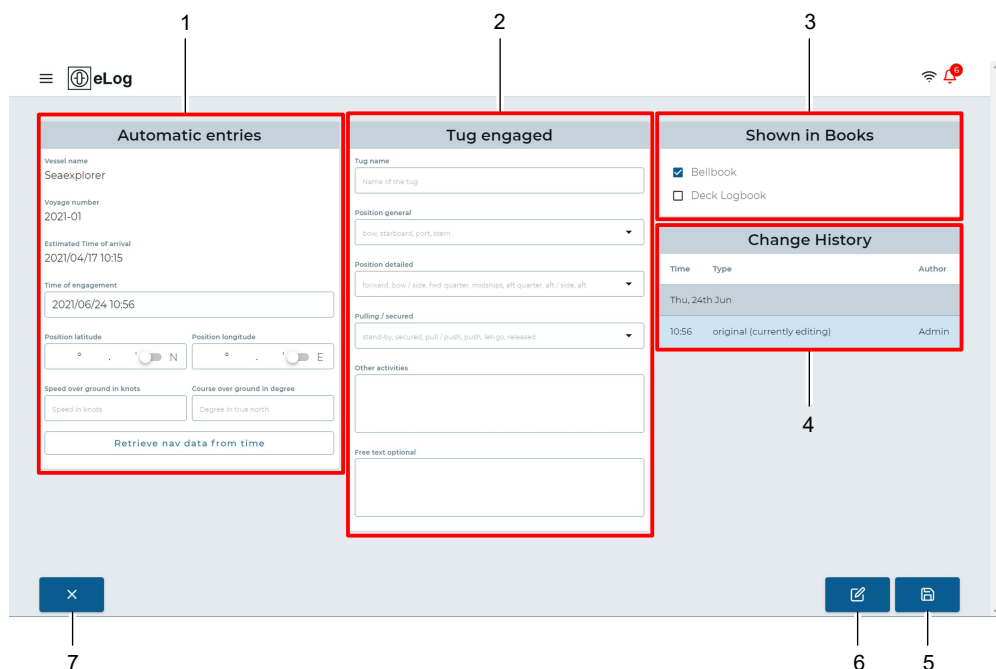


Fig. 4: Logbook Record

Number	Area / Element	Description
1	Automatic entries	Automatically added navigation data like time, position and speed.
2	Record Details	The details of the logbook record to be filled by the user. <b>Note</b> The content of this area varies depending on the selected cause for the logbook record.

Number	Area / Element	Description
3	Shown in Books	Selects which logbook the record belongs to.
4	Change History	Shows the change history for the record.
5	Save	Saves the record. In viewing mode is this the position of the softkey <b>Edit</b> .
6	Save as Draft	Saves the record as draft. To continue editing a draft, create a new logbook record and select <b>Drafts</b> as cause for the record. <b>Note</b> Drafts are not shown in the list of records. In viewing mode is this the position of the softkey <b>Delete</b> .
7	Cancel	Aborts editing the record and discards all changes.

### 1.3.4

### Audit Log

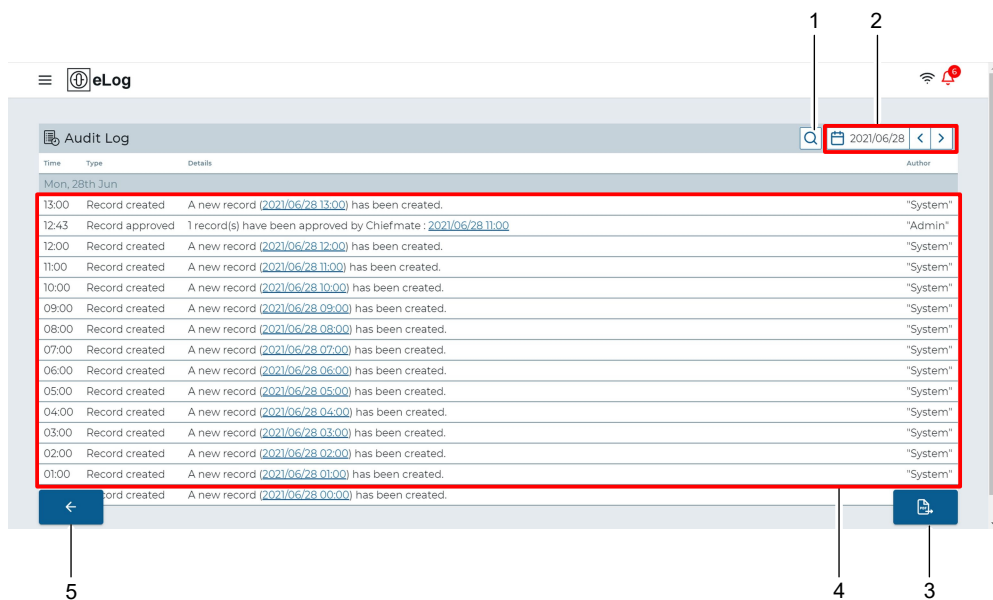


Fig. 5: Audit Log

Number	Area / Element	Description
1	Search	Search audit log records with free text.
2	Date	<p>Filter audit log records by date.</p> <ul style="list-style-type: none"> <li>• Select the date to open the date picker.</li> <li>• Select the starting date first, the closing date second.</li> <li>• Select the arrows to select the chosen date range adjacent to the currently selected. Example: If 1 day is selected, the arrows select the day before or after the selected day. If 5 days are selected, the arrows select the 5 days before or after the selected days.</li> </ul> <div data-bbox="719 667 1469 770" style="border: 1px solid black; padding: 2px;"> <p><b>Note</b></p> <p>The date filter also affects the data export.</p> </div>
3	Export (PDF)	Exports the audit log records of the selected date range as a .pdf file.
4	Audit Log Records	Shows the audit log records records.
5	Back	Navigates back to the main menu.

## 2 Operation

### 2.1 Logbook Login/Logout

#### 2.1.1 Login

##### Procedure

1. Open the web browser on a PC connected to the vessel's LAN and open the address *192.168.0.249*. Alternatively, open the Anschütz eLog App (with the mobile device connected to the optional Wi-Fi router).
  - ▶ If the eLog is used for the first time on this device, the *device name selection page* opens. This page opens once on every device that has not been used with the eLog before.

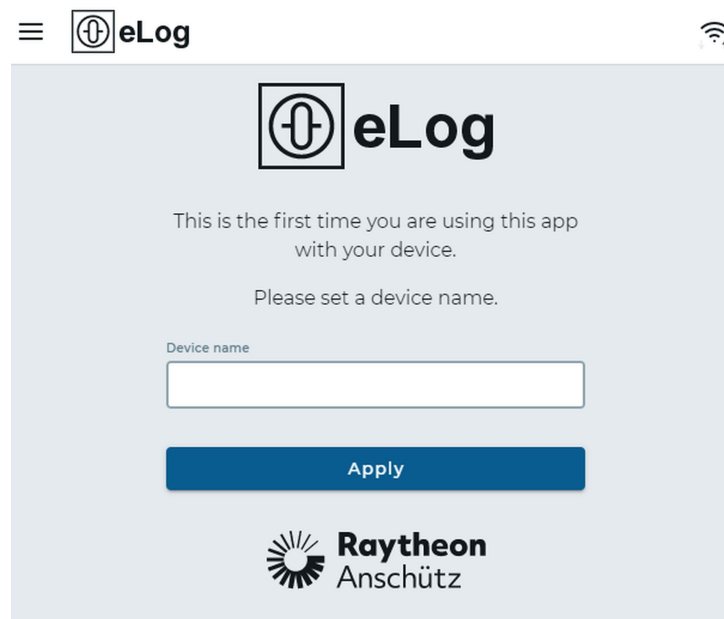


Fig. 6: Device Name Selection Page

2. Type in a unique name to identify the currently used device and select the softkey **Apply**. (Use for example *Smartphone*, *Tablet*, *Office PC* or similar.)

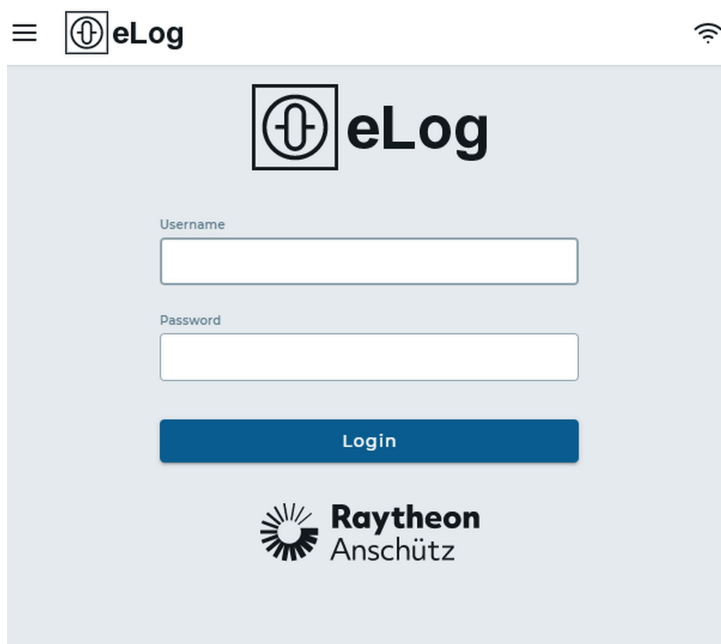


Fig. 7: Menu: Login Page

3. Type in the credentials created by the admin.
4. Select the softkey **Login**.
  - ▶ The eLog Main Menu opens.

## 2.1.2 Logout

### About this task

#### Note

The user is automatically logged out after being idle for some time.

### Procedure

1. Select the menu in the upper left corner.
2. Select the softkey **Logout**.
  - ▶ The current user is logged out and the login screen opens.

## 2.2 Logbook Records

The eLog contains different logbooks:

- Deck Logbook
- Bellbook

Select the corresponding softkey in the *Logbooks* section of the main menu to access a logbook.

Select **All Records** to access all logbook records regardless of their affiliation.



## 2.2.1 Create New Record

### About this task

There are 2 ways to manually create logbook records:

- In the list of logbook records with the softkey **+**.
- In the main menu with the softkey **Add new Record**.

### Procedure

1. Select the softkey **Add new Record** from the *Logbooks* section of the main menu.
  - ▶ A submenu with a choice of possible causes for the logbook record opens.

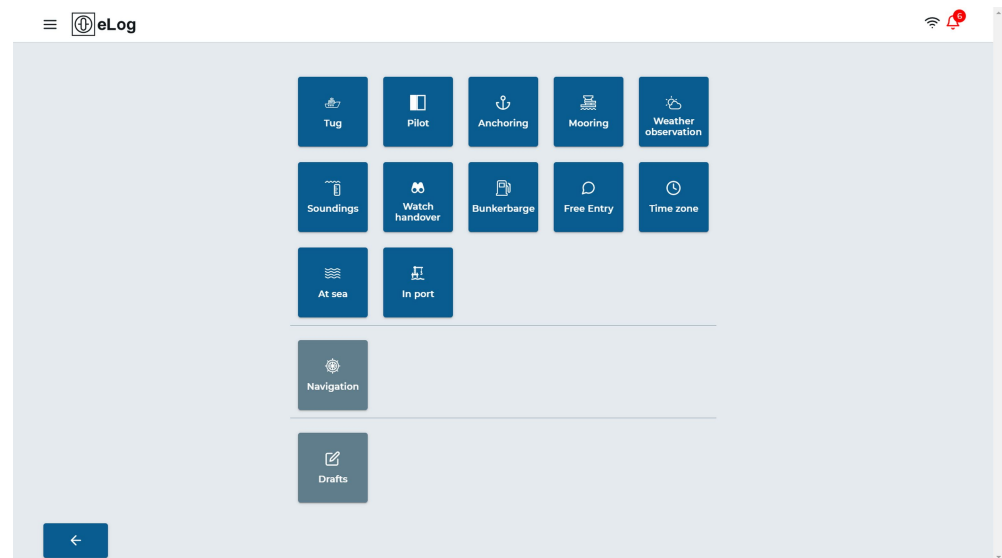



Fig. 8: Possible Causes for Logbook Record.

2. Select the corresponding cause.
  - ▶ Depending on the selected cause, a sub menu with details for the selected cause may open. (E.g. Tug > Engage Tug / Release Tug.) Select the corresponding softkey.
  - ▶ The page with the form for the logbook record opens, see Fig. 4.
3. Fill in the form, see #.
4. Select the softkey **Safe** .
  - ▶ Alternatively, select the softkey **Save as Draft** to continue editing the record later.
  - ▶ The logbook record is saved.

## 2.2.2 View / Edit Record

### Procedure

1. Select the record from the list of records, see [chapter 1.3.2](#).
  - ▶ The logbook record opens.

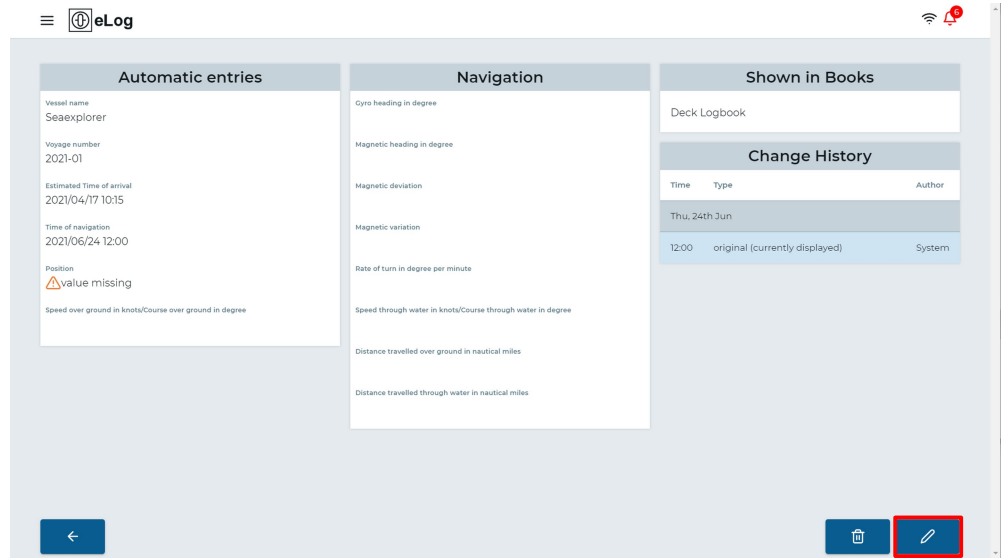



Fig. 9: Logbook Record, Edit Record

2. Select the softkey **Edit**.
  - ▶ The form becomes editable.
3. Conduct the required changes.
4. Select the softkey **Safe** .
  - ▶ The changes are saved.
  - ▶ The changes are shown in the *Change History*.
  - ▶ In the list of records the changed record is marked with the number of changes in the column *Change*.

## 2.2.3 Delete Logbook Records

### Procedure

1. Select the record from the list of records, see [chapter 1.3.2](#).
  - ▶ The logbook record opens.

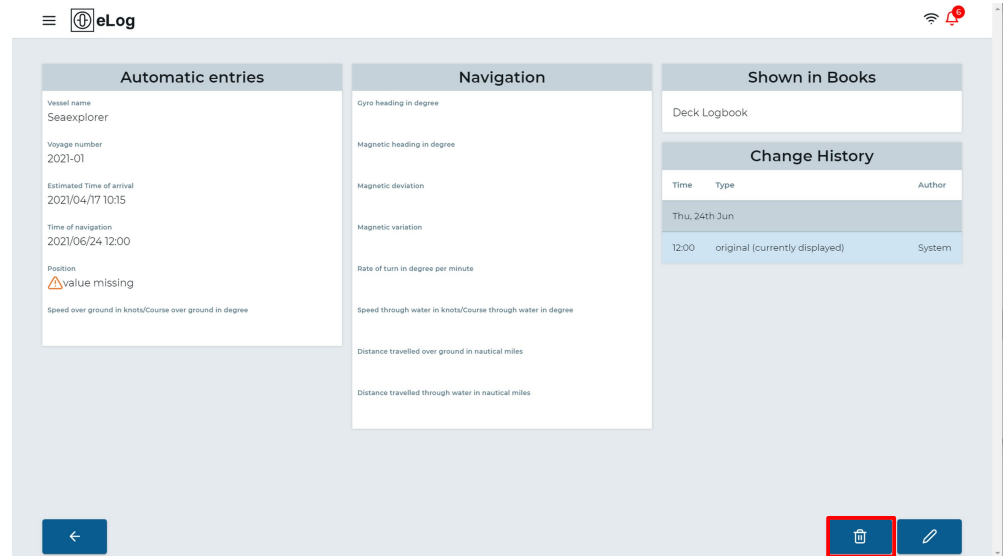




Fig. 10: Logbook Record, Delete Record

2. Select the softkey **Delete** .
3. Type in a reason for the change in the field *Reason for change*.
4. Select the softkey **Delete**  again.
  - ▶ The record is deleted
  - ▶ In the list of records the deleted record is crossed out.

## 2.2.4 Approve Logbook Records

### Requirements

You must be logged in as Administrator, Chief Mate or Master.

### Procedure

1. Open the list of all records or one of the books, see [chapter 1.3.1](#).
2. Select the softkey **Chief Mate Approval** or **Master Approval**, depending on the user role, see [Fig. 3](#).
  - ▶ The list of records switches to approval mode.

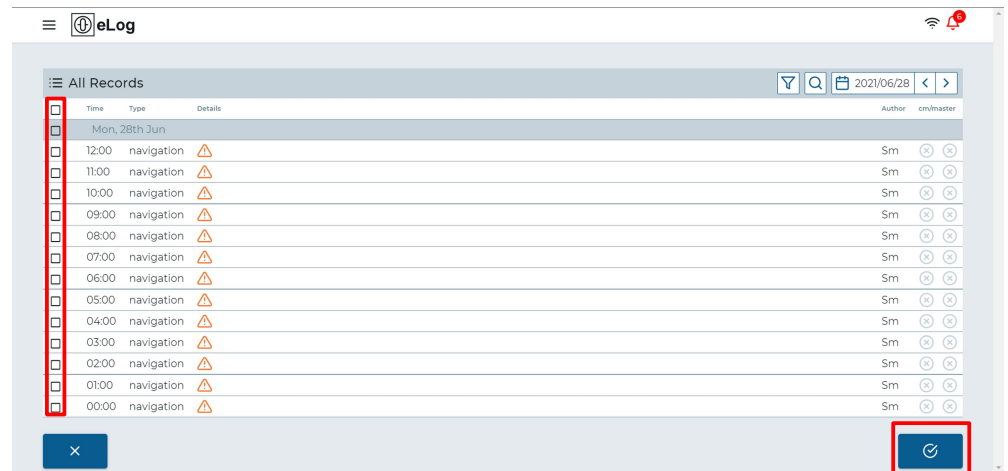


Fig. 11: List of Records, Approve Records

3. In the first column select the records to be approved.
  - ▶ Select the box in the heading to select all records at once.
4. Select the softkey **Approve**, see Fig. 11.
  - ▶ The selected records are approved and marked with a checkmark in the column *cm/master*.

## 2.3 Export Logbook Data

### About this task

Logbook data can be exported to a .pdf or .xls file. The file contains information about the vessel, the voyage and an overview of the logbook records.

### Procedure

1. Open the list of all records or one of the books, see chapter 1.3.1.
2. With the filters of the list, select the date range to export, see Fig. 3.
3. Select the softkey **Export (PDF)** or **Export (XLS)**, see Fig. 3.
  - ▶ The file is downloaded to the used device.

## 2.4 Switch Day/Night Mode

### About this task

The eLog offers 2 different color modes to reduce dazzle of the user on a dark bridge during the night.

### Procedure

1. Select the menu in the top left corner, see #.
2. Select the softkey **Night Mode**.
  - ▶ The system switches to the other color mode.

## 2.5 User Management

### 2.5.1 User Roles

Every user must be assigned to a user role for full functionality. Different user roles are available on the eLog:

User Role	Description
Viewer	Restricted user with the following rights: <ul style="list-style-type: none"> <li>• Display logbook data</li> </ul>
Operator	Regular user with the following rights: <ul style="list-style-type: none"> <li>• Create logbook records</li> <li>• Display logbook data</li> <li>• Export logbook data</li> <li>• See the system status</li> </ul>
ChiefMate	User with extended rights in addition to the operator rights: <ul style="list-style-type: none"> <li>• Approve logbook records</li> </ul>
Master	User with extended rights in addition to the operator rights: <ul style="list-style-type: none"> <li>• Approve logbook records</li> </ul>
Administrator	Advanced user with the following rights: <ul style="list-style-type: none"> <li>• Configuration of the system</li> <li>• User management</li> <li>• Software updates</li> </ul>
Service	Advanced user with the following rights: <ul style="list-style-type: none"> <li>• Configuration of the system</li> <li>• User management</li> <li>• Software updates</li> </ul>

### 2.5.2 Create New User Profile

#### Requirements

- You must be logged in as an administrator.

### Procedure

1. In the main menu select the softkey **User Management** in the area *Settings*.  
▶ The menu *User Management* opens.

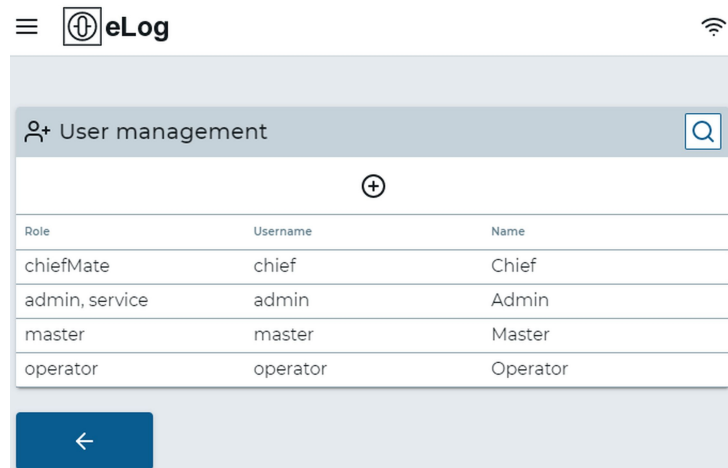


Fig. 12: Menu: User Management

- 2.

Select the softkey **Add User**



- ▶ The menu *Add User* opens.

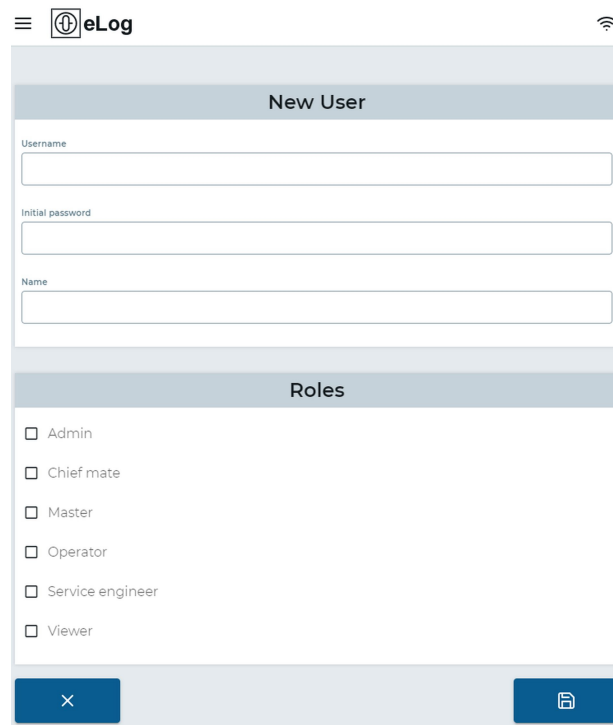



Fig. 13: Menu: Add User

3. Fill out the form with *Username*, *Initial password* and *Name*.
  - ▶ The user is recommended to set a strong password. A strong password is characterized by the following:
    - At least 8 characters - the more characters, the better
    - A mixture of both uppercase and lowercase letters
    - A mixture of letters and numbers
    - Inclusion of at least one special character, e.g., ! @ # ? ]
    - Passwords should not contain the user name or parts of the user's full name (such as his first name), company name, ship name, etc.
    - Note: do not use < or > in your password, as both can cause problems in web browsers
4. Select the desired user roles for the user.
5. Select the soft key **Safe** .
  - ▶ The user is created and the menu *User Management* opens.

### 2.5.3 Delete a User Profile

#### Requirements

- You must be logged in as an administrator.

#### Procedure

1. In the main menu select the softkey **User Management** in the area *Settings*.
  - ▶ The menu *User Management* opens.

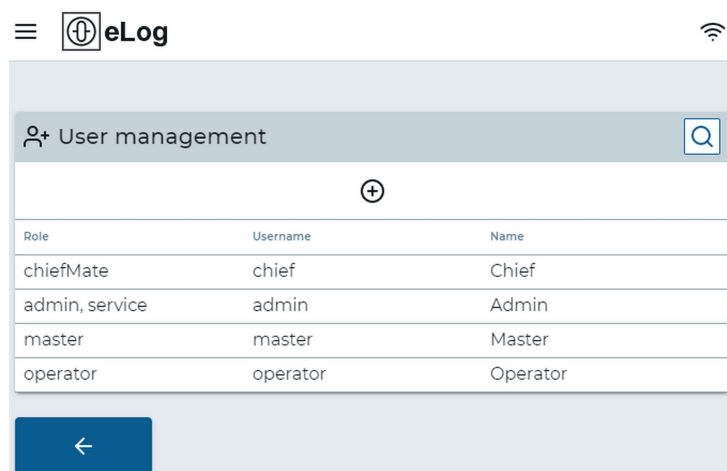


Fig. 14: Menu: User Management

2. Select the user from the user list.  
▶ The menu *User Details* opens.

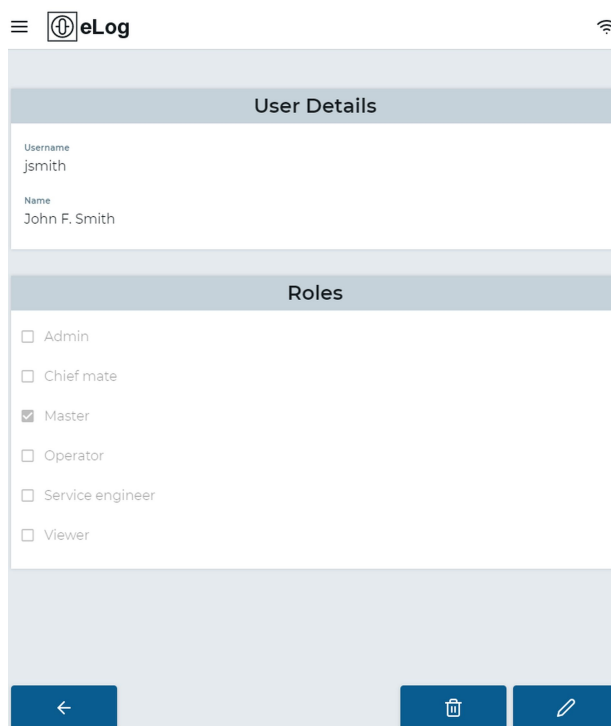


Fig. 15: Menu: User Details

3. Select the softkey **Delete**  .



- ▶ The dialog *Confirm to delete user* appears.
- 4. Select the softkey **Confirm**.
  - ▶ The user is deleted and the menu *User Management* opens.

## 2.5.4 Assign User Role

### Requirements

- You must be logged in as an administrator.

### Procedure

1. In the main menu select the softkey **User Management** in the area *Settings*.
  - ▶ The menu *User Management* opens.

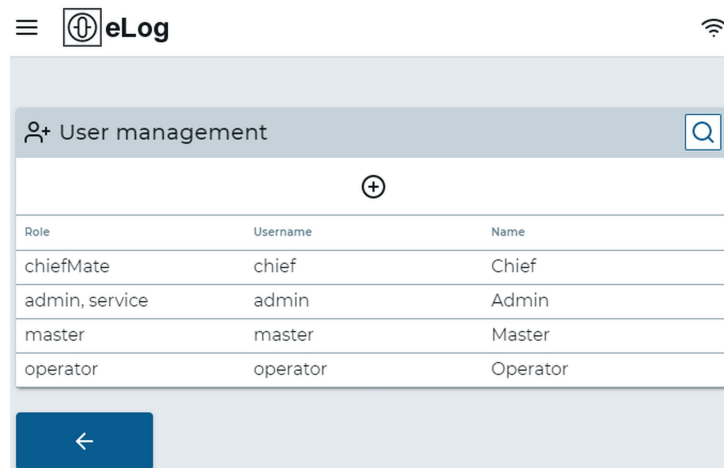


Fig. 16: Menu: User Management

2. Select the user from the user list.
  - ▶ The menu *User Details* opens.

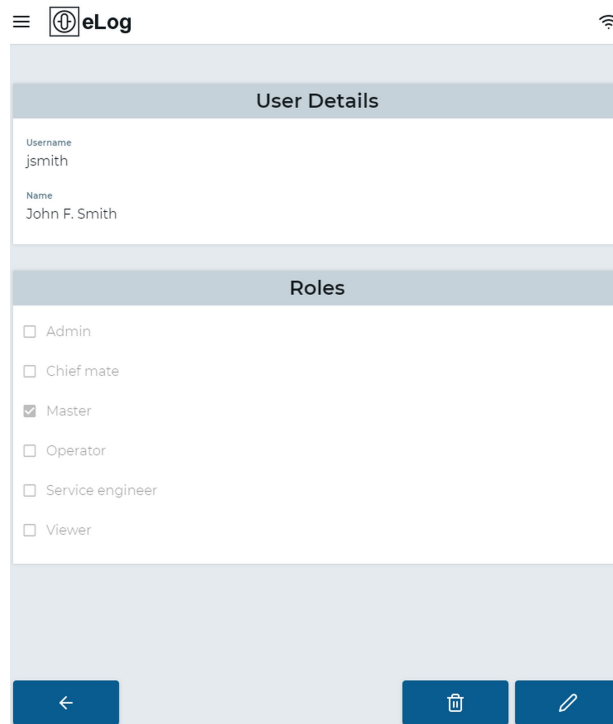



Fig. 17: Menu: User Details

3. Select the softkey **Edit User**  .  
▶ The menu *Edit User* opens.

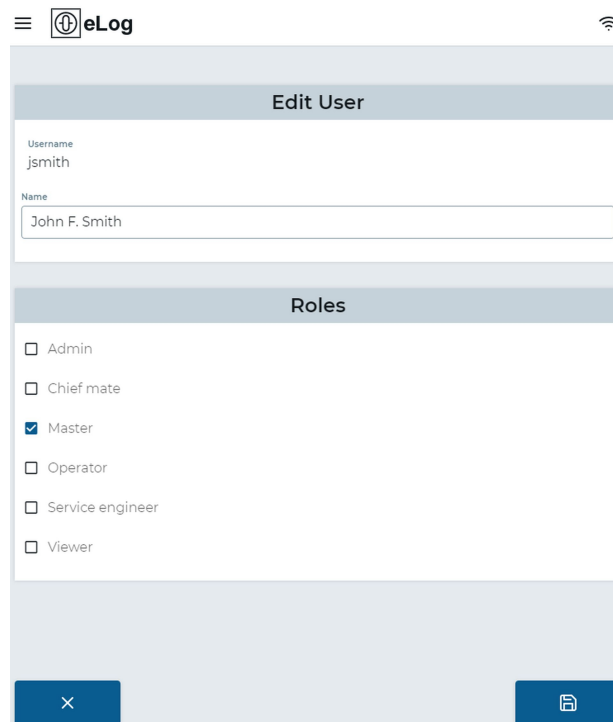



Fig. 18: Menu: Edit User

4. Select the desired roles from the list.
5. Select the softkey **Safe** .
  - ▶ The user is assigned to the roles and the menu *User Management* opens.

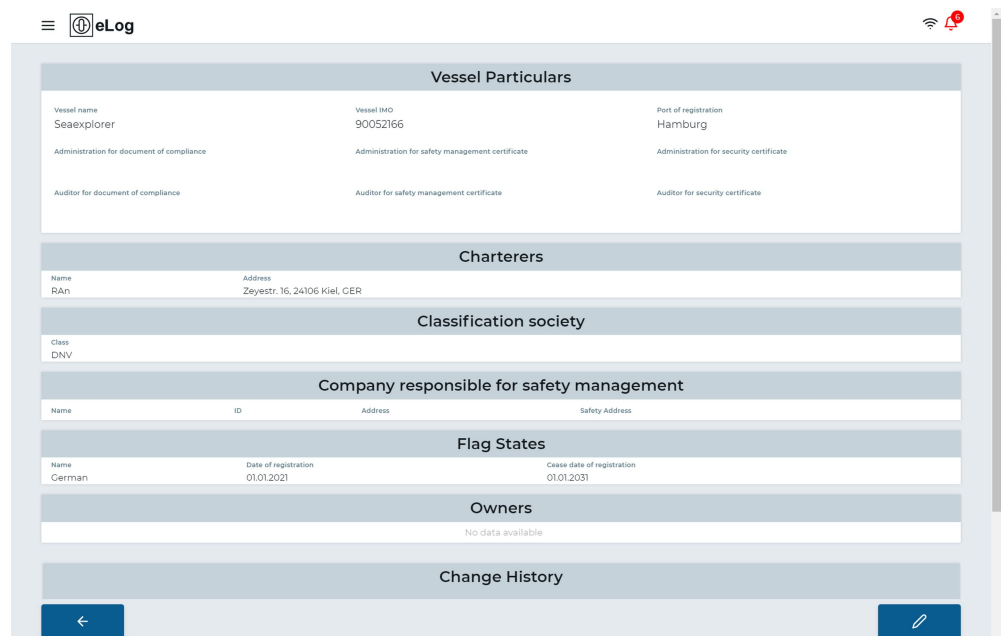
## 2.6 View and Edit Vehicle Particulars

### About this task

The particulars of the vessel can be edited.

### Procedure

1. In the main menu select the softkey **Vessel Particulars** in the area *Vessel & Crew*.
  - ▶ The menu *Vessel Particulars* opens.



The screenshot displays the 'Vessel Particulars' menu with the following sections:

- Vessel Particulars**

Vessel name Seaexplorer	Vessel IMO 90052166	Port of registration Hamburg
Administration for document of compliance	Administration for safety management certificate	Administration for security certificate
Auditor for document of compliance	Auditor for safety management certificate	Auditor for security certificate
- Charterers**

Name	Address
RAn	Zeyestr. 16, 24106 Kiel, CER
- Classification society**



Class
DNV
- Company responsible for safety management**

Name	ID	Address	Safety Address
- Flag States**

Name	Date of registration	Case date of registration
German	01.01.2021	01.01.2031
- Owners**

No data available
- Change History**

Fig. 19: Menu: Vessel Particulars

2. Select the softkey **Edit** .
  - ▶ The menu *Vessel Particulars* switches to edit mode.
3. Change all the required details.
4. Select the soft key **Safe** .
  - ▶ The changes are saved.

### 3 Alert List

The Raytheon Anschütz eLog raises the following alerts. Because the operation of the eLog does not include immediate or potential hazards to the ship or the crew, all eLog alerts are classified as cautions of category B.

Tab. 3: Alert List

Alert Title	Alert Description	Reason	Troubleshooting
FULL 30 DAY LOG	NOT ENOUGH SPACE IN PRI DB	The primary storage medium is near to full and will most likely not provide enough space for another 30 days of recording.	Call Raytheon Anschütz service.
FULL 30 DAY LOG	NOT ENOUGH SPACE IN SEC DB	The secondary storage medium is near to full and will most likely not provide enough space for another 30 days of recording.	Call Raytheon Anschütz service.
LOST RECORDING	NO xxx AVAILABLE	Data, which was recorded automatically, is no longer available as an automated input.	Check that the wiring of the serial connection is correct. Check that the source of data is working properly. Check that the interface settings in the eLog application match those in the data source. Meanwhile, record data manually.
SECURITY BREACH	UNAUTHORIZED ACCESS DETECTED	The system detected a modification in the database, which indicates a possible tampering attempt.	Call Raytheon Anschütz service.
STORAGE FAULT	DATA NOT STORED, USE PAPER LOG	An error occurred while storing data to the database.	Reboot the eLog PC. If the failure persists call Raytheon Anschütz service. Meanwhile, use a paper log.
TIME MISMATCH	DEVICE TIME DIFFERS FROM SYS TIME	An input device has a time different from the system time of the eLog PC.	Look at the status page to identify which device is affected. Manually correct the time of the input device to match the system time of the eLog PC.

Alert Title	Alert Description	Reason	Troubleshooting
UNAP- PROVED DATA	x UNAPPROVED ELEMENTS	There is data in the database, which is older than 1 week, but was not yet approved.	Master and chief mate shall approve the data.
UTC IN FALLBACK	LOSS OF UTC SYNCHRONIZA- TION	No time information from the external clock is available.	Check the connection to the AIS. Check that the AIS sends time sentences.

