



HELP MANUAL

Extended Planning Instrument for
Unpredictable Spaces and Environments

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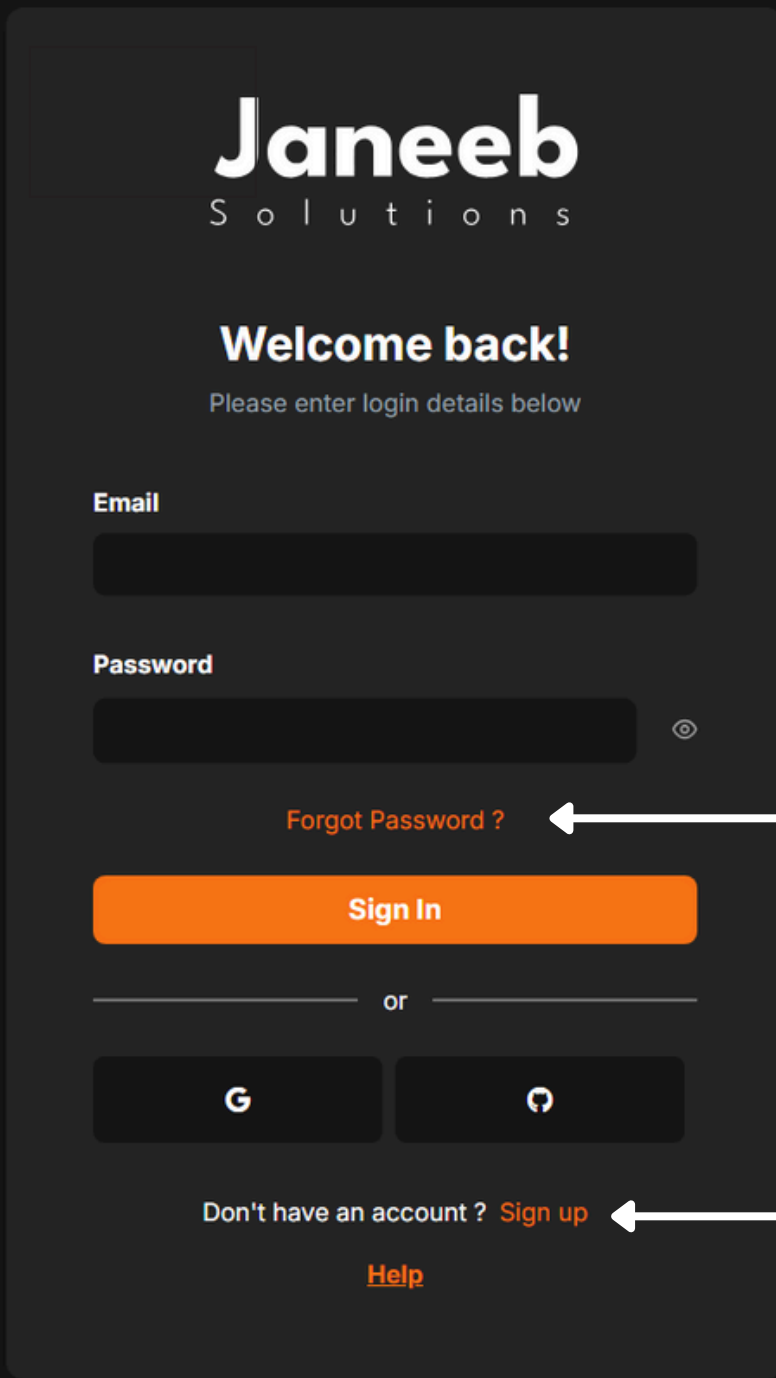
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1. STARTING OUT

LOGIN / LANDING

Upon accessing the landing page, you will be directed to a login interface where existing user's can log in with their method of choice.



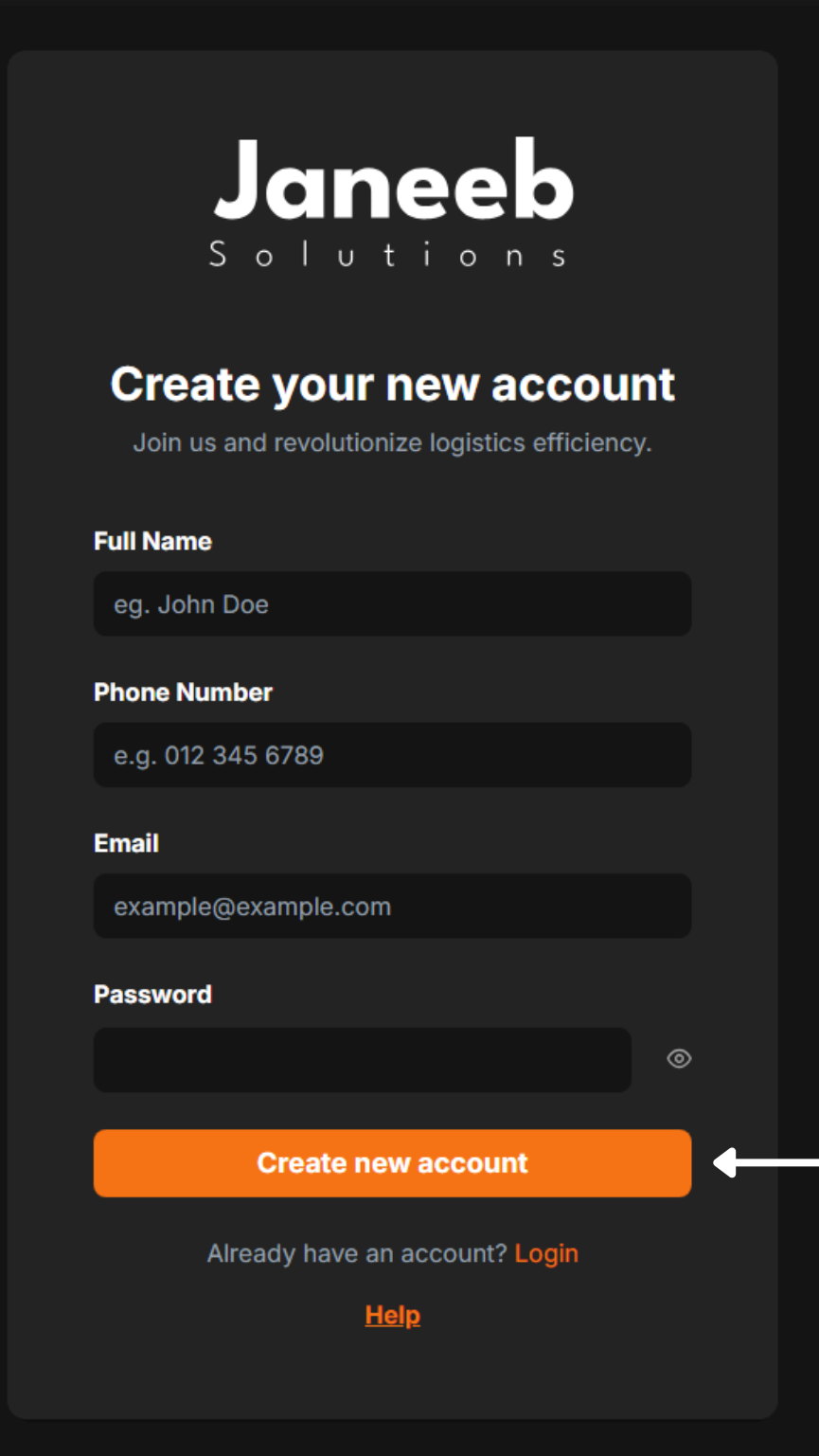
The image shows a login interface for Janeeb Solutions. At the top is the logo 'Janeeb' in a large, bold, white font, with 'S o l u t i o n s' in a smaller, spaced-out font below it. Below the logo is the text 'Welcome back!' in a bold white font, followed by 'Please enter login details below' in a smaller white font. There are two input fields: 'Email' and 'Password'. The 'Email' field is a simple white rectangle. The 'Password' field is a white rectangle with a small eye icon to its right. Below the password field is a link 'Forgot Password ?' in orange text. Below this is a large orange button with the text 'Sign In' in white. Below the button is a horizontal line with the word 'or' in the center. Below the line are two dark gray buttons with white icons: a 'G' icon and a circular arrow icon. At the bottom is a link 'Don't have an account ? Sign up' in white text, with 'Sign up' in orange. Below this is a link 'Help' in orange text.

If you need to reset your password, you can click here

If you do not have an account yet, you can create one here.

SIGN-UP

On the sign-up page, you will be prompted to enter your details to create a new account.



The image shows a sign-up form for Janeeb Solutions. The form is dark-themed with white text. It includes fields for Full Name, Phone Number, Email, and Password. A prominent orange button labeled 'Create new account' is at the bottom. Below the button are links for 'Login' and 'Help'. A white arrow points from the right towards the 'Create new account' button.

Janeeb
S o l u t i o n s

Create your new account
Join us and revolutionize logistics efficiency.

Full Name
eg. John Doe

Phone Number
e.g. 012 345 6789

Email
example@example.com

Password

Create new account

Already have an account? [Login](#)

[Help](#)

Click here
to create
your new
account.

FORGOT PASSWORD

If you have forgotten or want to change your password, you can reset it.

Janeeb
S o l u t i o n s

Forgot Password?

Enter you email to receive a recovery link

Email

Recover Account

[Back to login](#)

[Help](#)

Click here to
receive your
confirmation
email



Reset Password

Follow this link to reset the password for your user:

[Reset Password](#)

In the email you
received, click
this link to reset
your password



WELCOME SCREEN (NEW USERS)

If you have just created a new account, you will be redirected to a welcome page, please be patient while we activate your account...



Welcome to Janeeb Solutions

We're excited to have you on board! Your account is being set up and you'll receive an activation confirmation soon. Once activated, you'll have access to all the relevant features. Thank you for your patience!

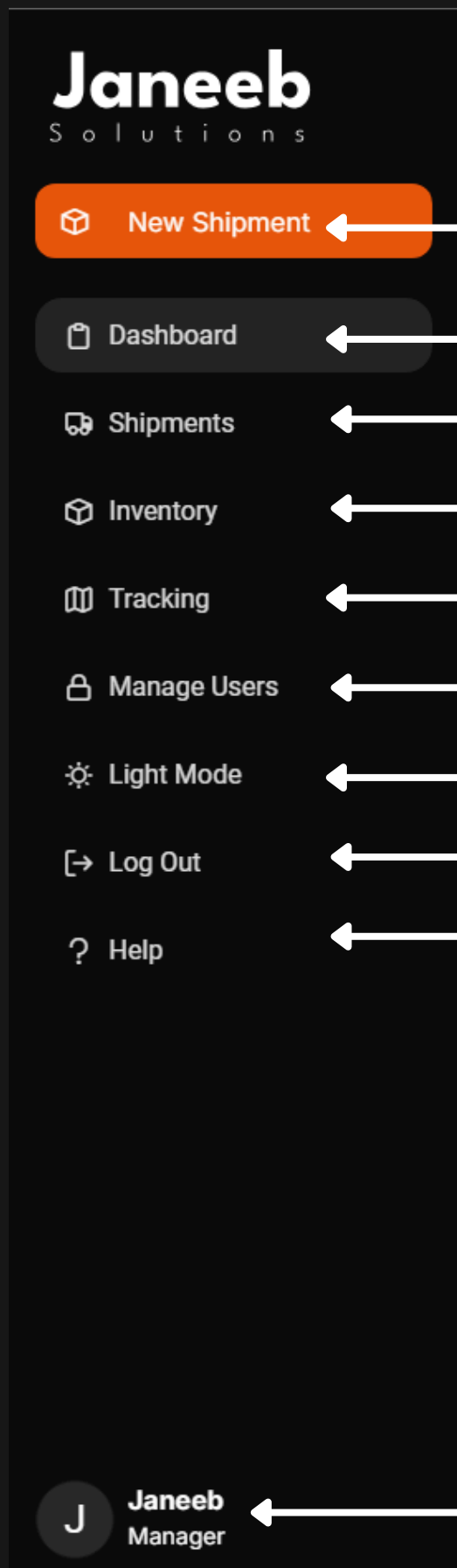
2. MANAGER PROFILE

MANAGER DASHBOARD

if you are a manager, you will be presented with the following dashboard after signing in with your account.



MANAGER (SIDEBAR)



New Shipment

Start New Shipment



Dashboard

Main Dashboard



Shipments

Overview of shipments



Inventory

Overview of inventory



Tracking

Tracking shipments



Manage Users

Editing user info & roles



Light Mode

Theme Toggle



Log Out

Log out of profile



Help

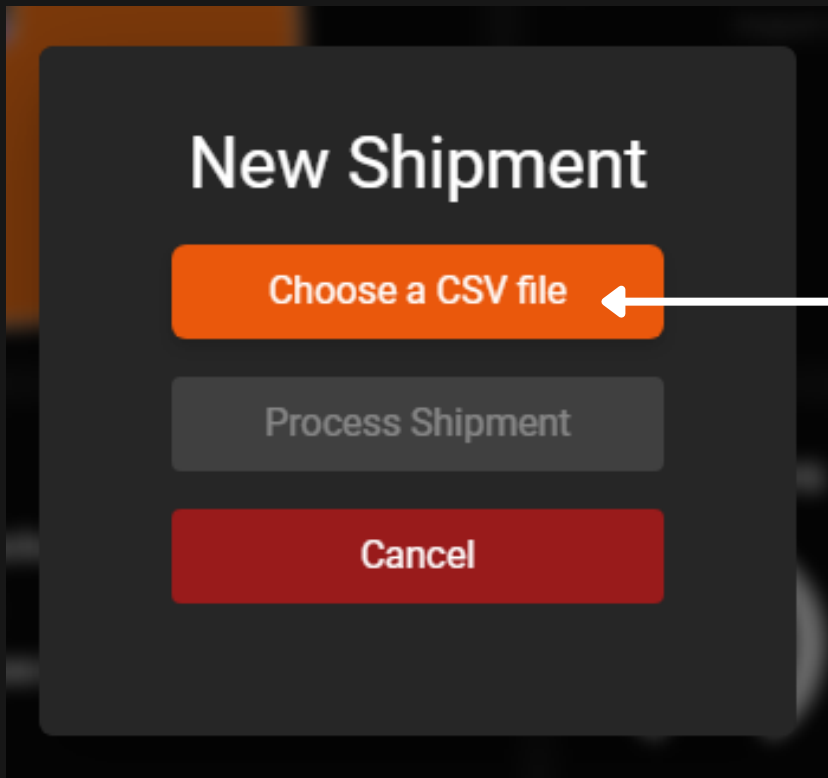
Toggle Help Menu



Janeeb
Manager

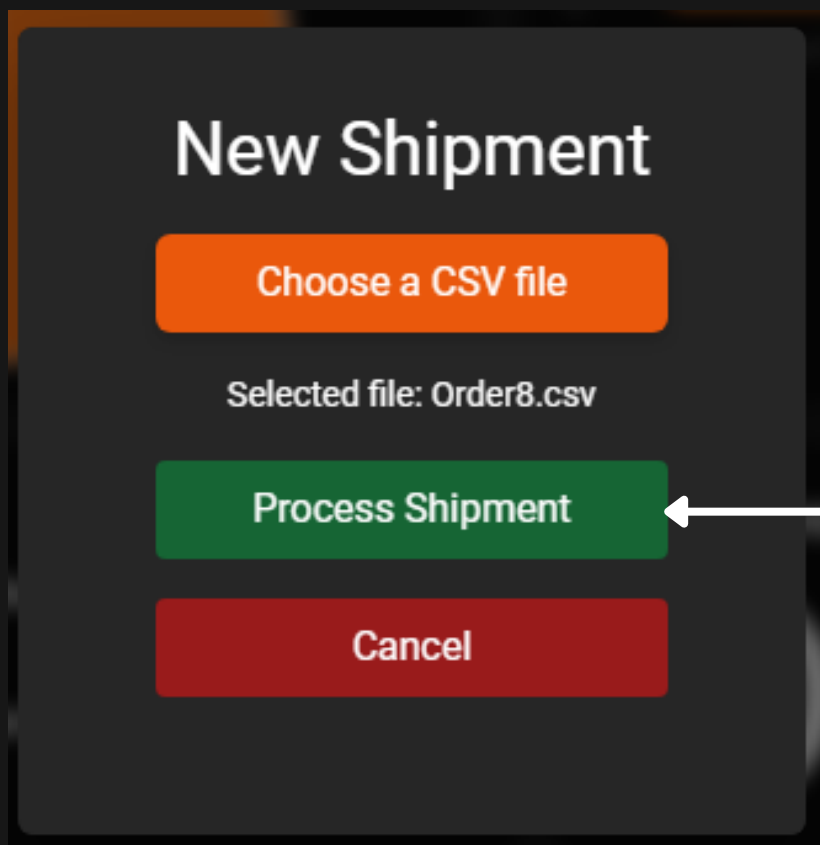
User Name And Role

MANAGER (NEW SHIPMENT)



The image shows a 'New Shipment' dialog box with a dark gray background. It contains three buttons: an orange 'Choose a CSV file' button at the top, a gray 'Process Shipment' button in the middle, and a red 'Cancel' button at the bottom. A white arrow points from the text 'Upload the orders CSV file by clicking here' to the 'Choose a CSV file' button.

Upload the orders CSV file by clicking here



The image shows the 'New Shipment' dialog box after a file has been selected. The 'Choose a CSV file' button is now gray and labeled 'Selected file: Order8.csv'. The 'Process Shipment' button is now green and highlighted with a white arrow. The 'Cancel' button remains red.

Once uploaded, click here to process the file of orders

MANAGER (MANAGE USERS)

You can also search by entering any of the values in the columns



Manage Users

Full Name	Email	Role	Phone Number	Edit
Janeeb	janeeb.solutions@gmail.com	Manager	+27876432458	Edit
Josh	u21447412@tuks.co.za	unassigned	0876432458	Edit
Kegan Spolidoro	u22553704@tuks.co.za	Driver		Edit
Kegan Spolidoro	keganspoli@gmail.com	Packer	0662141859	Edit
Matt VC	u22491199@tuks.co.za	unassigned		Edit

[Help](#)

<< < 1 2 > >> 5 ▾

← You can view all the user's on the system and edit their details by "**edit**" on the user's profile

↑
Navigate to the next page here

↑
You can choose how many you want to see at once

MANAGER (MANAGE USERS – EDIT)

After clicking on edit for the user, you can edit the details such as the name, role and more.

The screenshot shows a mobile application interface for managing users. In the background, there is a table with columns for 'Email' and 'Full Name'. The first row shows 'Joel@janeeb.com' and 'Joel Joseph'. Overlaid on this is a dark grey edit form for a user. The form contains the following fields: 'Full Name' with the value 'Joel Joseph', 'Email' with the value 'Joel@janeeb.com', 'Role' with a dropdown menu currently showing 'Manager', and 'Phone Number' with the value '0725223926'. At the bottom of the form are three buttons: a green 'Save' button, a red 'Delete User' button, and an orange '← Back' button. White arrows point from the explanatory text blocks to these buttons and the role dropdown.

Changing the roles of the users will give them their respective functionality

Click “Save” to save the changes, or back to cancel the changes.

After saving you can click back to close the edit panel

Click “Delete User” to permanently delete a user, this action is irreversible

MANAGER (TRACKING PAGE)

You can search by entering any of the values such as the status, address, time etc.



Q Search deliveries...

Track deliveries

Delivery ID: 2



Processing

Destination:

78 Lynwood Road Brooklyn Pretoria

Time:

Aug 19, 2024, 2:30 PM

Delivery ID:

2

Driver ID:

0

Shipment ID:

7

Processing

Destination:

1268 Burnett Street Hatfield Pretoria

Time:

Aug 19, 2024, 2:30 PM

Delivery ID:

2

Driver ID:

0

Shipment ID:

6

Delivery ID: 3



Delivery ID: 26



Help

MANAGER (SHIPMENTS & INVENTORY)

Shipments Page



You can search by entering any of the values in the columns

All Shipments

Shipment ID	Start Time	Destination	Status	End Time	Delivery ID
6	Jul 18, 2024, 12:30 PM	303 Commercial St, Midrand	Delivered	Jul 19, 2024, 9:30 PM	19
7	Jul 20, 2024, 12:30 PM	404 Enterprise Rd, Stellenbosch	Shipped	Jul 21, 2024, 10:30 PM	20
8	Jul 21, 2024, 12:30 PM	505 Trade St, Port Elizabeth	Delivered	Jul 22, 2024, 11:30 PM	16
9	Jul 17, 2024, 12:30 PM	606 Finance Ave, Bloemfontein	Shipped	Jul 18, 2024, 6:30 PM	14
10	Jul 19, 2024, 12:30 PM	707 Technology Rd, East London	Delivered	Jul 20, 2024, 8:30 PM	10

<< < 1 2 > >>

5 ▾

[Help](#)

Inventory Page



You can search by entering any of the values in the columns

All Packages

Package ID	Shipment ID	Weight	Packed Time	Width	Length	Height	Volume
1	1	500	Jul 22, 2024, 3:25 PM	500	500	500	500
2	1	500	Jul 22, 2024, 3:26 PM	500	500	500	500

<< < 1 > >>

5 ▾

[Help](#)

3. DELIVERY DRIVER PROFILE

DELIVERY DRIVER DASHBOARD

If you are a delivery driver, you will be presented with the following dashboard after signing in with your account.

Start a New Delivery

Please start a new delivery to begin.

[Start New Delivery](#)

Click here to start a new delivery

DRIVER PAGE (NAVIGATION BAR)

Click on the hamburger icon to open up the navigation bar, click on it again to collapse the navigation bar (Tablet and Mobile Devices only)



Start New Delivery



Dark Mode Toggle



Log Out




Help

Click here to start a new delivery

DELIVERY DRIVER (SELECT DELIVERY)

You can search by entering any of the values such as ID or Status



 Search by Delivery ID

Current Deliveries:

Delivery Status:

Shipped

Delivery ID:

8

Start Delivery

Delivery Status:

Shipped

Delivery ID:

26

Start Delivery

Close

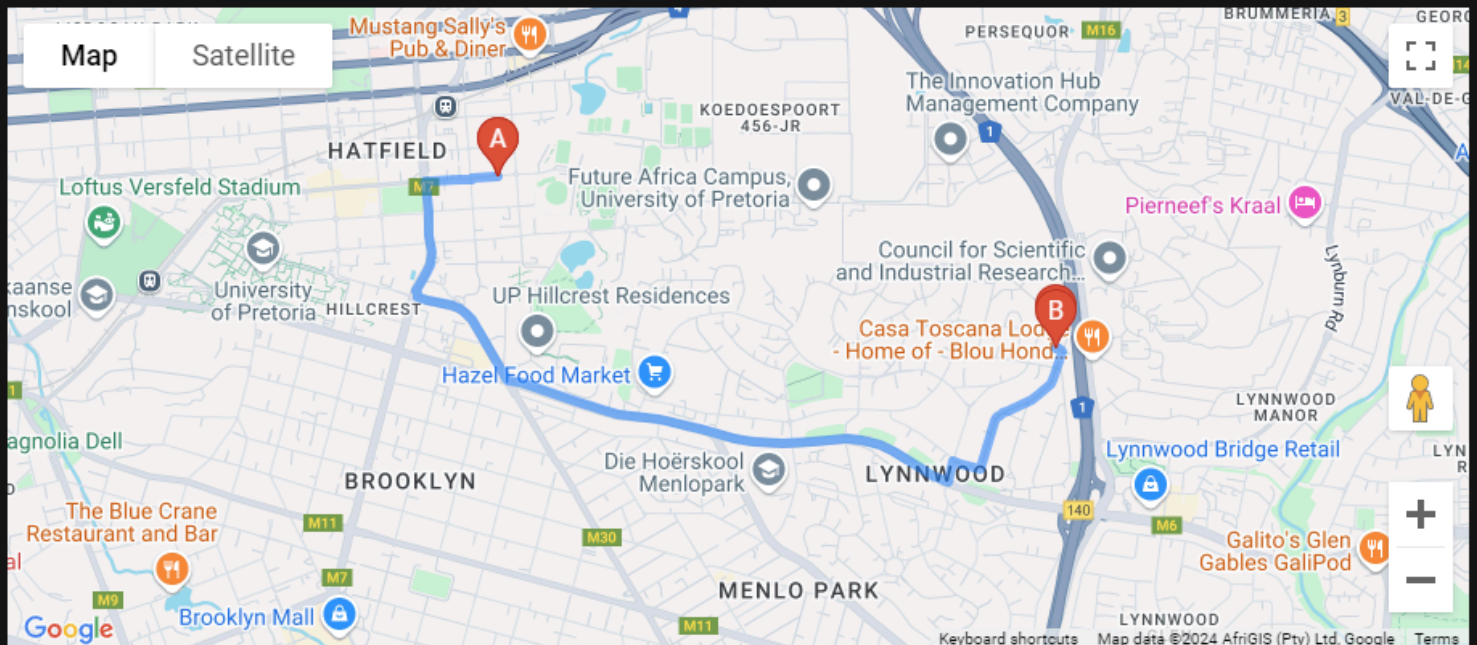
Start a new delivery to pack by selecting the one of your choice



DELIVERY DRIVER (GOOGLE MAPS)

After selecting a delivery, the nearest location will automatically be loaded into the Map.

On Route to :





[Open Route in Google Maps](#)


You can open the route in Google Maps application (Please insure you have installed Google Maps on your device)

DELIVERY DRIVER (TRACKING)

Track deliveries







Shipped

Shipment ID:
17

Start Date:
2024-09-06T12:00:47

End Date:
2024-09-06T12:02:29

Delivery ID:
26

Destination:
**478 Sappers Contour Lynwood
Pretoria**

Confirm Delivery

Shipped

Shipment ID:
15

Start Date:
2024-09-06T12:00:48

End Date:
2024-09-06T12:01:27

Delivery ID:
26

Destination:
456 Elm Street Durban

Shipped

Shipment ID:
16

Start Date:
2024-09-06T12:00:46

End Date:
2024-09-06T12:02:53

Delivery ID:
26


Destination:
789 Maple Avenue Cape Town

Once you have arrived at the destination, click the “Confirm Delivery” button

DELIVERY DRIVER (CONFIRMING)

Hand the device over to the client and ask them to sign for the shipment.

Confirm Delivery for Shipment ID: 17
Destination: 478 Sappers Contour Lynwood Pretoria




☐ I accept the [POPI information](#).

Save

Undo

← Back

Confirm Delivery for Shipment ID: 17
Destination: 478 Sappers Contour Lynwood Pretoria



☒ I accept the [POPI information](#).

Save

Undo

← Back

They need to accept the POPI information in order to save the signature

DELIVERY DRIVER (NEXT)

The next location will automatically be loaded into the Map above



[Open Route in Google Maps](#)

Track deliveries

Delivered	Shipped	Shipped
<p>Delivered</p> <p>Shipment ID: 17</p> <p>Start Date: 2024-09-06T12:00:47</p> <p>End Date: 2024-09-06T12:02:29</p> <p>Delivery ID: 26</p> <p>Destination: 478 Sappers Contour Lynwood Pretoria</p>	<p>Shipped</p> <p>Shipment ID: 15</p> <p>Start Date: 2024-09-06T12:00:48</p> <p>End Date: 2024-09-06T12:01:27</p> <p>Delivery ID: 26</p> <p>Destination: 456 Elm Street Durban</p> <p>Confirm Delivery</p>	<p>Shipped</p> <p>Shipment ID: 16</p> <p>Start Date: 2024-09-06T12:00:46</p> <p>End Date: 2024-09-06T12:02:53</p> <p>Delivery ID: 26</p> <p>Destination: 789 Maple Avenue Cape Town</p>

Repeat the previous steps in order to complete the entire delivery

4. PACKER PROFILE

PACKER PAGE (START)



Please Click To Start Packing A New Delivery

Start New Delivery


[Help](#)

Start a new
delivery by
clicking here

PACKER PAGE (SELECT)

You can search by entering any of the values such as ID or Status



 Search by Shipment ID

Current Shipments:

Delivery Status:

Processing

Delivery ID:

3

Select Delivery

Delivery Status:

Processing

Delivery ID:

24

Select Delivery

Delivery Status:

Processing

Delivery ID:

2

Select Delivery

Close

Start a new delivery to pack by selecting the one of your choice



PACKER PAGE (NAVIGATION BAR)

Click on the hamburger icon to open up the navigation bar, click on it again to collapse the navigation bar (Tablet and Mobile Devices only)



Start New Shipment

PACKER PAGE (PRINT SHIPMENTS)

Select a shipment from the list and
save it to your device

Print Shipment #6

Print Shipment #7

Print Shipment #9

Print Shipment #10

Print Shipment #11

Close

PACKER PAGE (MAIN DASHBOARD)

Select a shipment from the list



Show Shipment #10

Show Shipment #9

Show Shipment #11

Generate New Solution


Click here to generate a new packed solution



0 / 3 Shipments to Pack







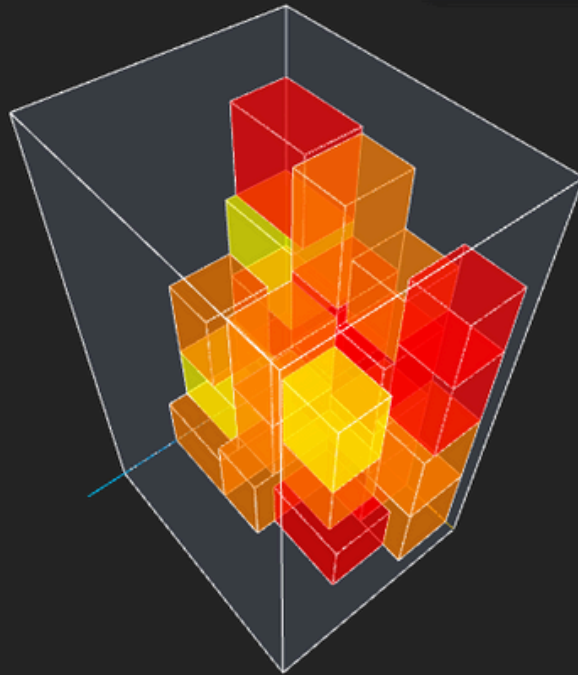
Scanned Boxes :
Shipment 9

Scan Barcode 



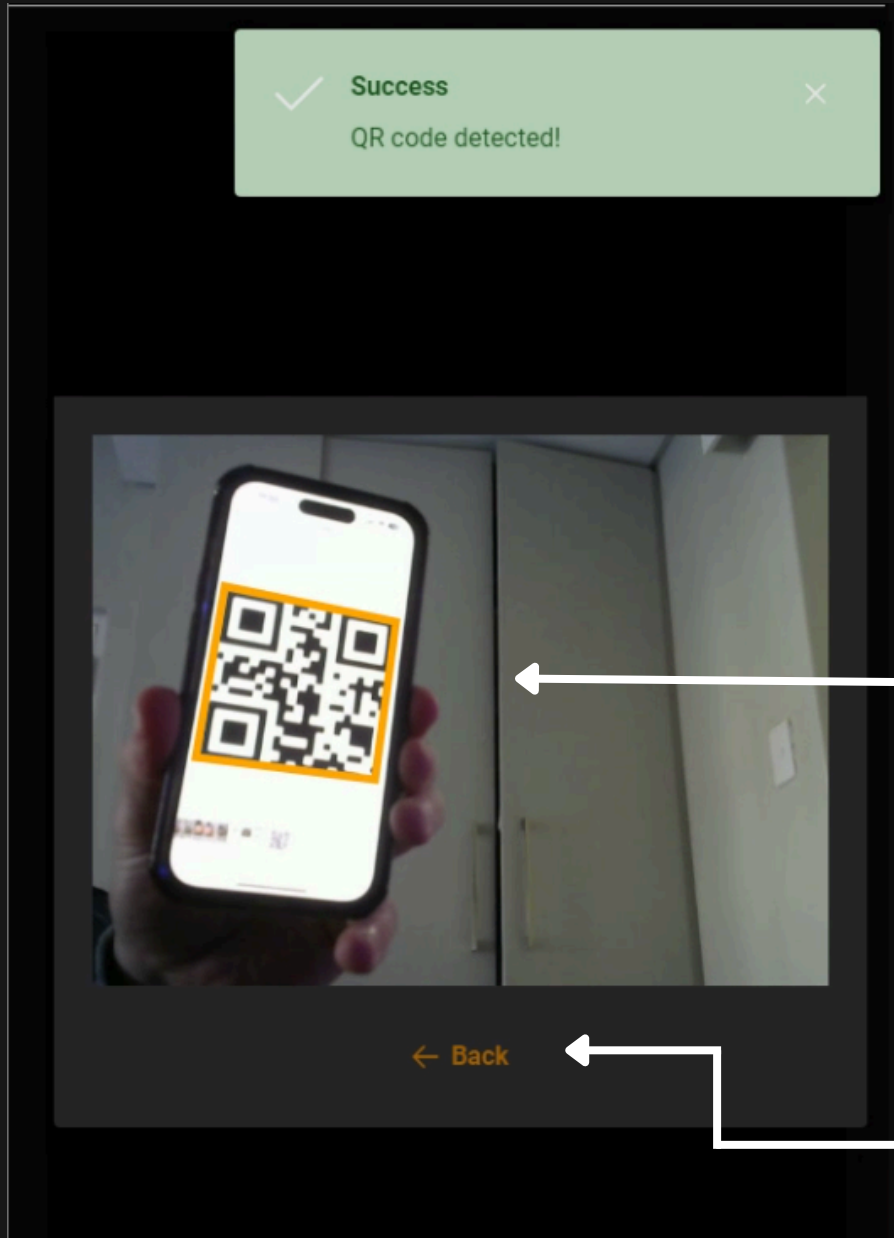
To scan a box , click here

-  Placed and/or Scanned
-  Newly Scanned
-  Unscanned
-  Highlighted



Click here to add a new box/pallett

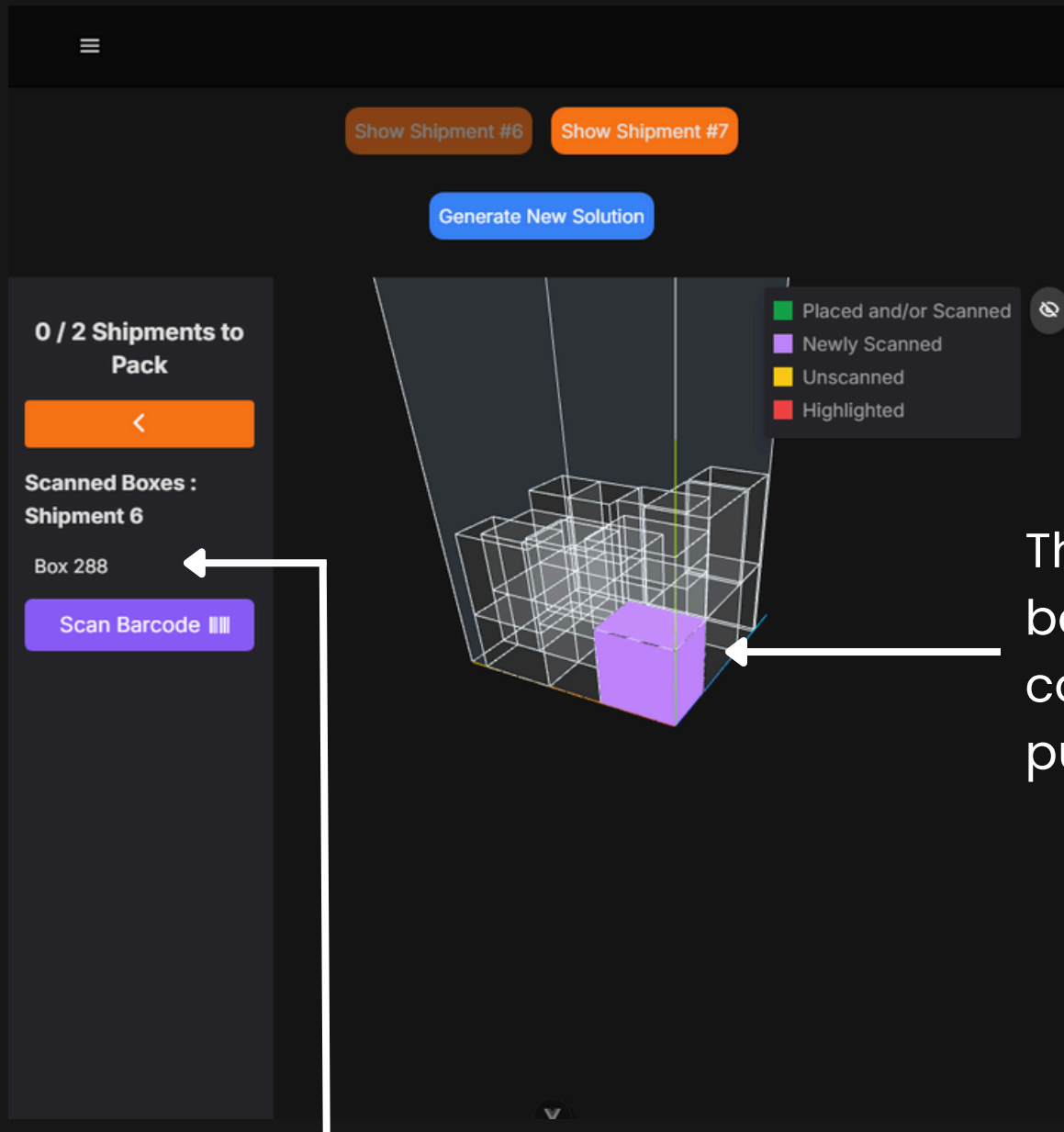
ADDING A BOX / PALLETT



Scan your barcode with the camera on the device, it will successfully highlight the detected QR code, after which the scanner will close automatically

If you wish to go back and not scan, press the back button

PACKER PAGE (SCANNED BOX)



The scanned box will be colored in purple

To color scanned boxes, click on one of the scanned boxes from the list

PACKER PAGE (COMPLETE SHIPMENT)

Show Shipment #6

Show Shipment #7

Generate New Solution

0 / 2 Shipments to Pack

<

Scanned Boxes : Shipment 6

Box 288

Scan Barcode

Placed and/or Scanned

Newly Scanned

Unscanned

Highlighted