INTEGRATED SUPPLY CHAIN

Dock Management System

User Guide

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Dock Management System User Guide

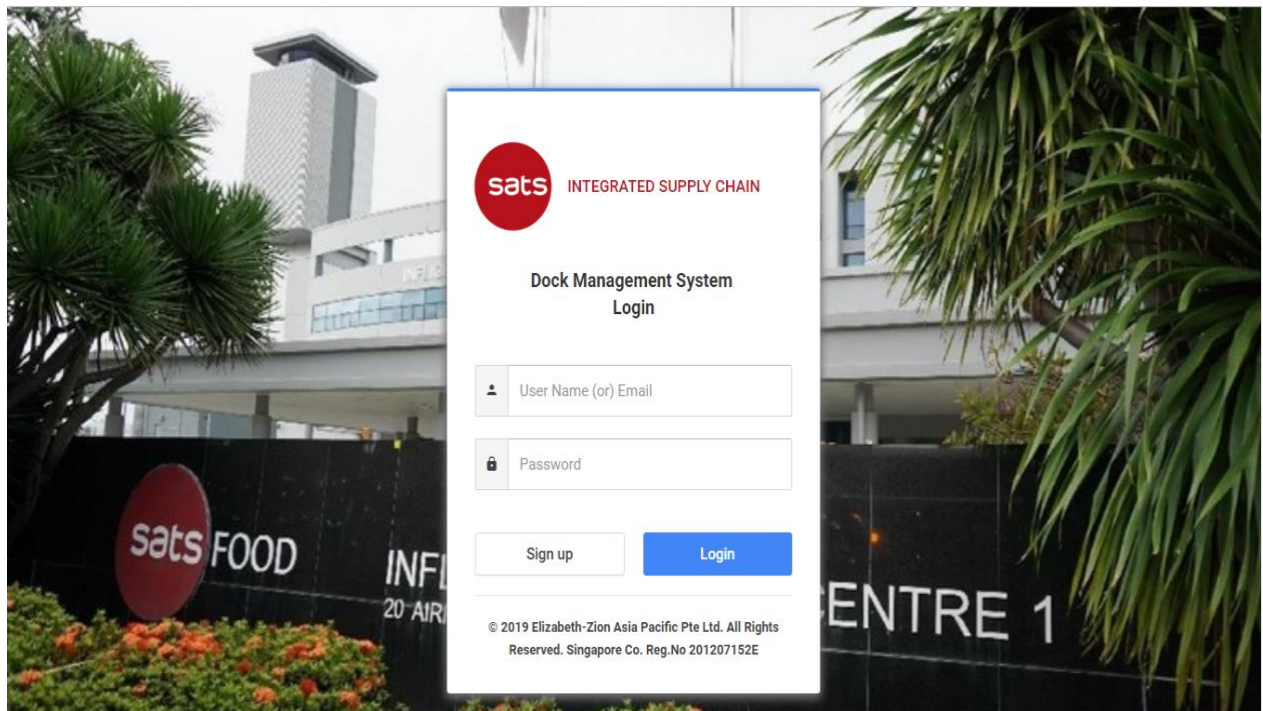Accessing the Dock Management System

Dock Management System User Guide

1. Suppliers Login (For Registered Supplier Only)

Step 1 : Go to website http://www.satsez.com

Enter your Login-ID and Password and click to **"Login"** button to login system. Refer to the image below for login page.

2. Sign Up for Registration (Supplier)

Step 1 : Go to website http://www.satsez.com. Click the **"Sign up"** button and fill the below field details. Refer to the image below for sign up page.


Step 2 : After fill all the details. And click "**Sign up**" button. User will receive your User ID and Password via the email account you have provided during registration.

3. How to Update Vehicle Information and Update Driver Information

Step 1 : First Login our system using your credential. Refer to the image below for login success page.
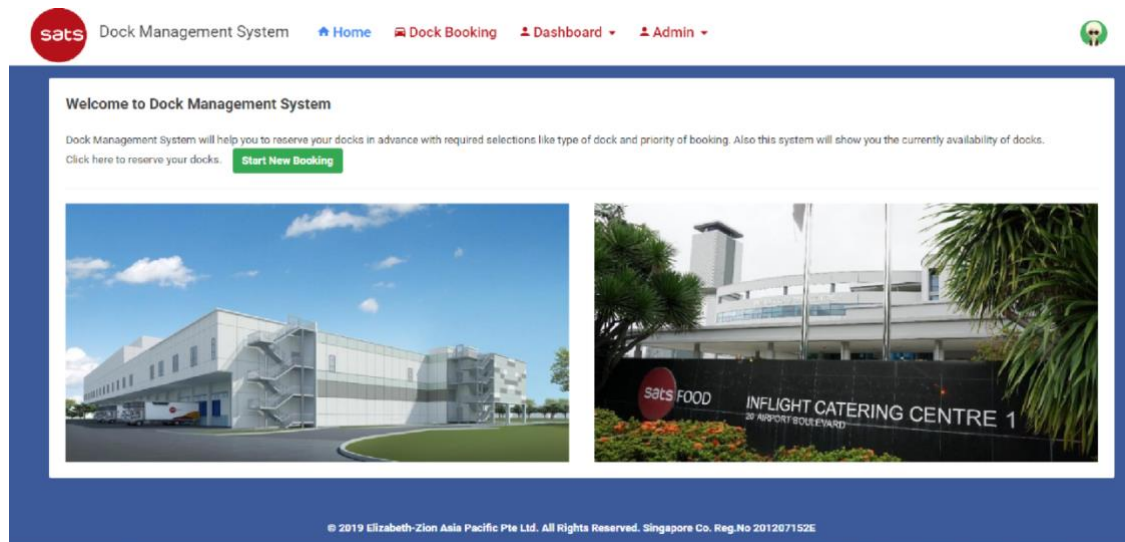
Step 2 : After login click the **"Admin"** in menu bar. And click "**Update Vehicle Details"** menu. Refer to the image below for Vehicle information page.
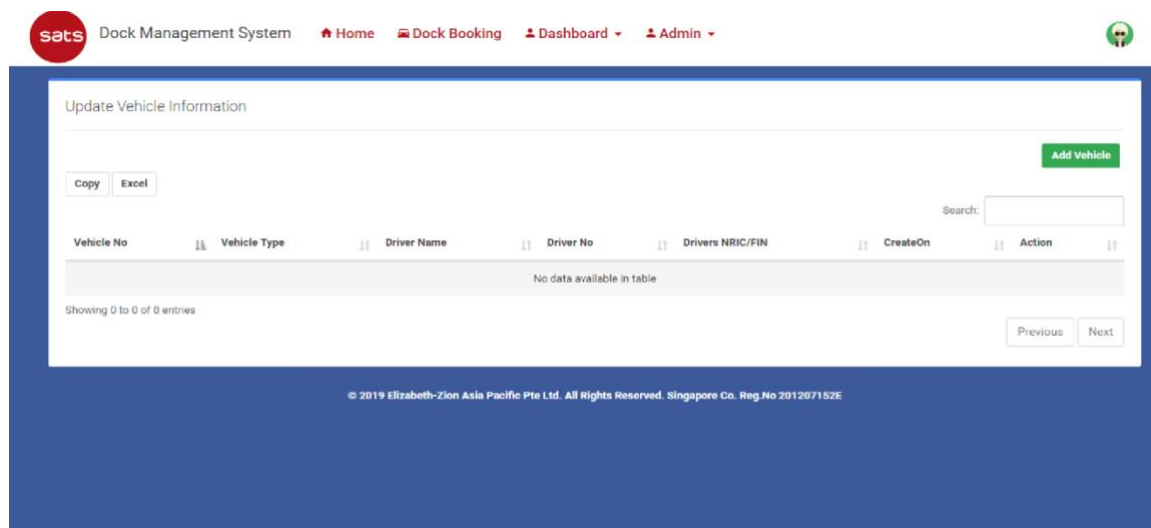
Step 3 : And click "**Add Vehicle**" button in top of right side. Refer to the image below for Add Vehicle information page.

Step 4 : And Choose Vehicle type, number and Driver name etc. After fill the details click to **"Submit"** button add vehicle to our system. Refer to the image below for Add Vehicle success message.

4. How to Start New Booking

Step 1 : Click the "**Dock Booking**" menu in header (or) Click the "**Start New Booking**" button in Dashboard page. Refer to the image below for Start New Booking from dashboard page.
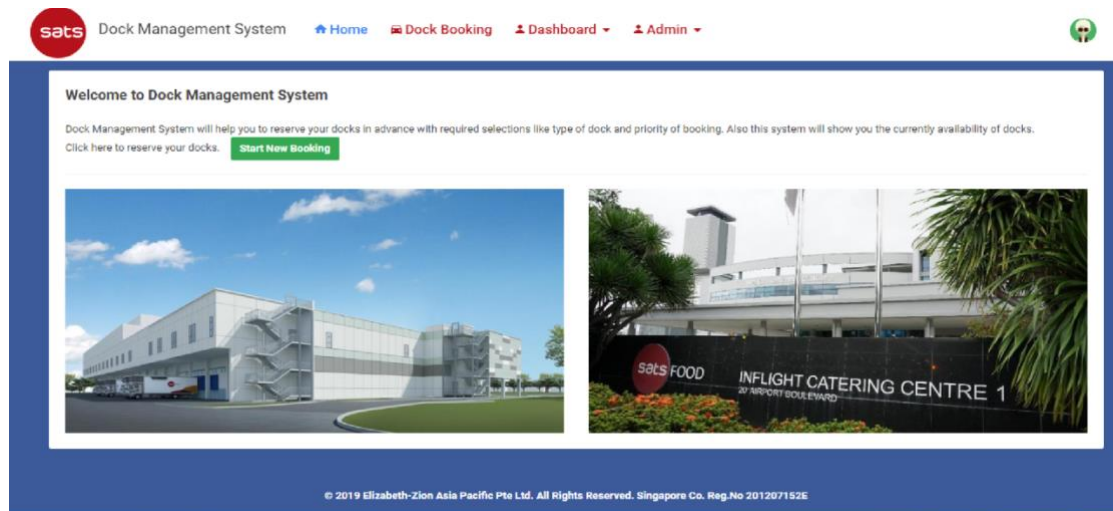
Step 2 : Refer to the image below for Start New Booking page. Fill the first step for Booking info tab the all required fields.

Step 3 : After fill the first step for Booking info tab the all required fields. Click Next Step button to "**Select Time & Dock Info".** Choose Check-In date and time and booking mode, Dock Type also. Click to Next Step for Dock selection. Refer to the image below for Select Time & Dock Information page.

Step 4 : After fill the second step all the required fields. Choose Docks and Click to "**Proceed to Book"** button to process booking. Refer to the image below for sample Dock selection page.

Step 5 : After booking confirmed You will receive your booking details via the email account you have provided during sign up. And Redirect booking confirmation page. Refer to the image below for sample booking confirmation page.
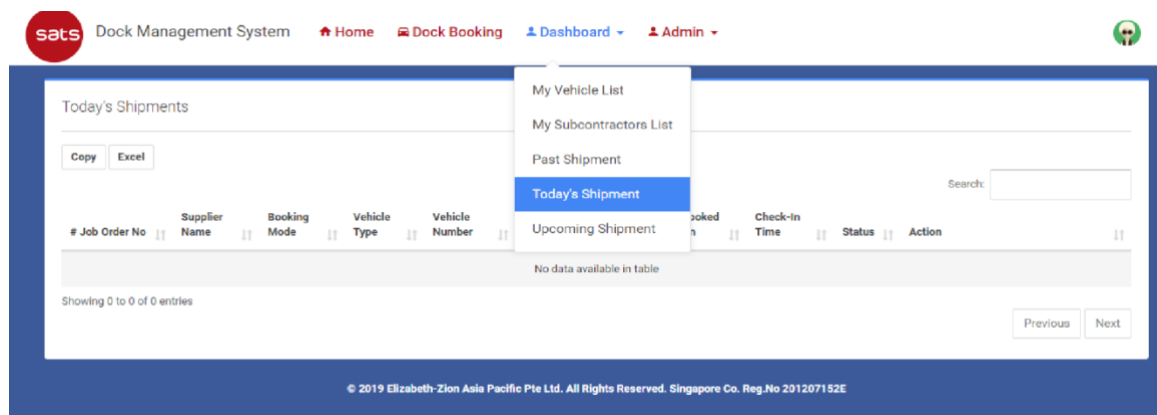
5. How to View Past Shipment

Step 1 : Click the **"Dashboard"** menu in header and click "**Past Shipment"** menu in inside of dashboard menu. Refer to the image below for sample past shipments page.
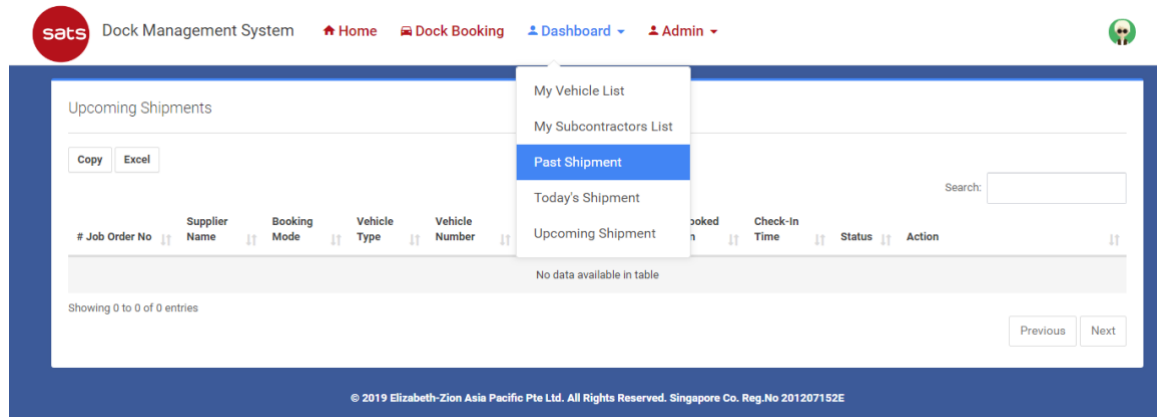
6. How to View Today Shipment

Step 1 : Click the **"Dashboard"** menu in header and click "**Today Shipment"** menu in inside of dashboard menu. Refer to the image below for sample today shipments page.

7. How to View Upcoming Shipment

Step 1 : Click the **"Dashboard"** menu in header and click "**Upcoming Shipment"** menu in inside of dashboard menu. Some as view past shipments steps.

8. How to Change my Password

Step 1 : Go to → My Profile (Menu) in the Right top of the Home Page, Kindly click on the Profile Picture Icon and select "**Change password"** option from the menu.

Step 2 : Kindly Reset your Password as given in the below screenshot