



INTEGRATED SUPPLY CHAIN

Dock Management System

User Guide

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Accessing the Dock Management System

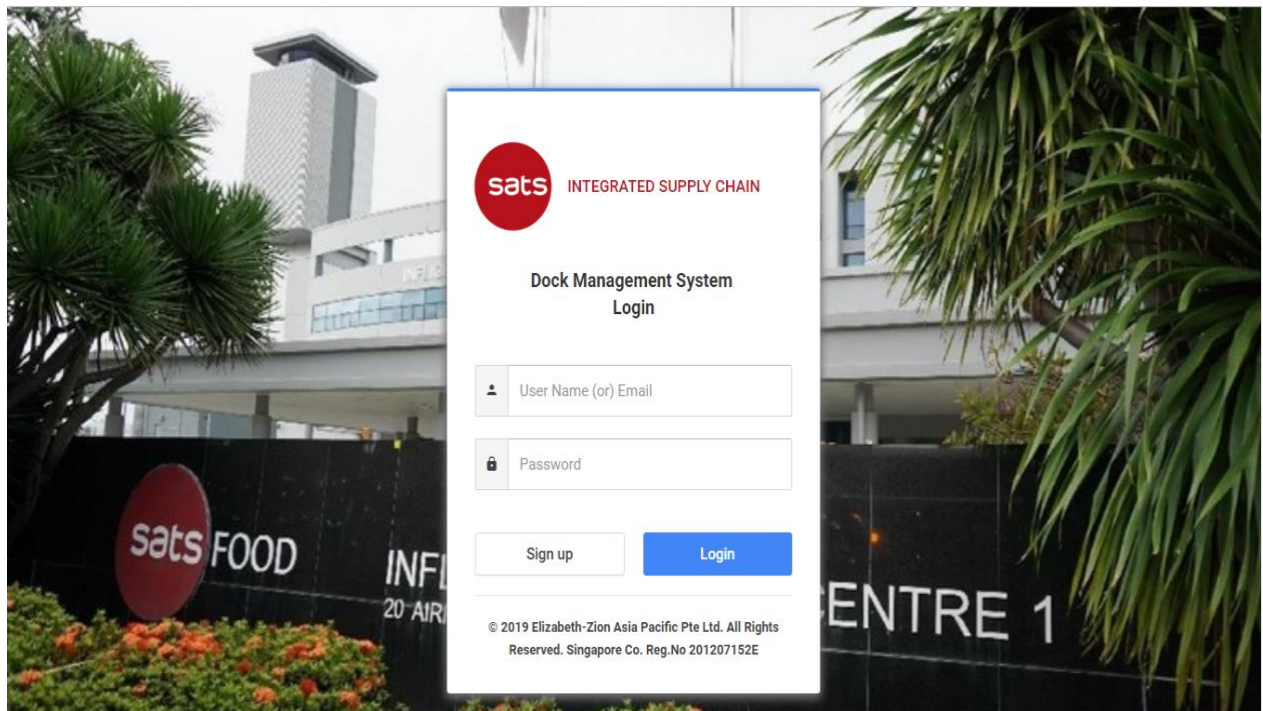
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1. Suppliers Login (For Registered Supplier Only)

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.

The image shows a web-based registration form for the Sats Integrated Supply Chain Dock Management System. The form is titled "New Supplier Registration" and is overlaid on a background image of a building with "sats FOOD INFLIGHT CATERING" and "CENTRE 1" signage. The form fields are as follows:

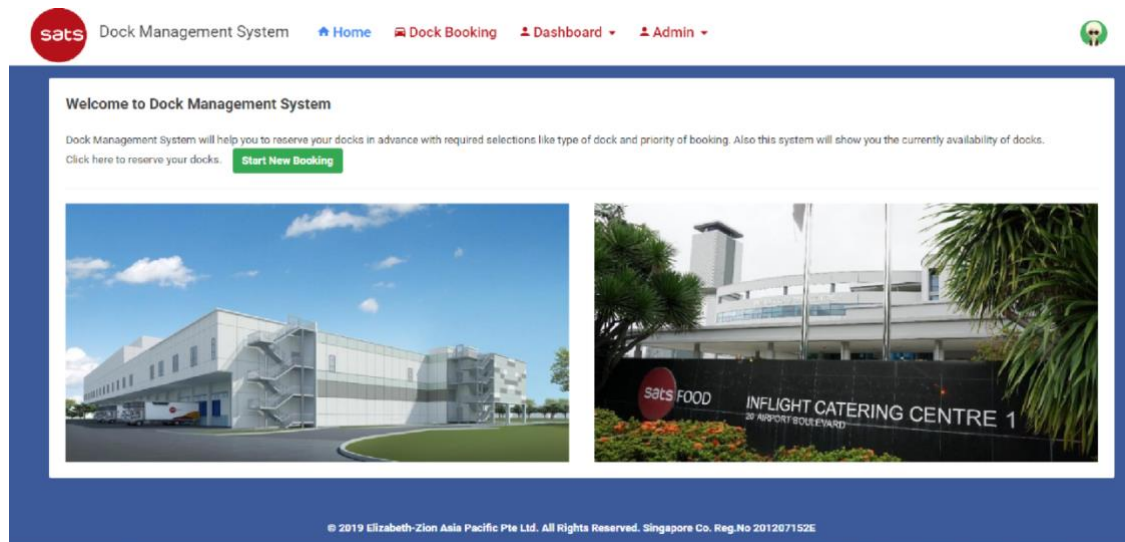
- Choose Company — (Dropdown menu)
- Supplier Name (Text input)
- Supplier ACRA / UN Reg. No (Text input)
- E-mail address 1 (Text input)
- E-mail address 2 (Text input)
- Phone Number (Text input)
- New Password (Text input)
- Re-Type Password (Text input)

At the bottom of the form, there are two buttons: "Login" and "Sign up". Below the buttons, the copyright notice reads: "© 2019 Elizabeth-Zion Asia Pacific Pte Ltd. All Rights Reserved. Singapore Co. Reg.No 201207152E".

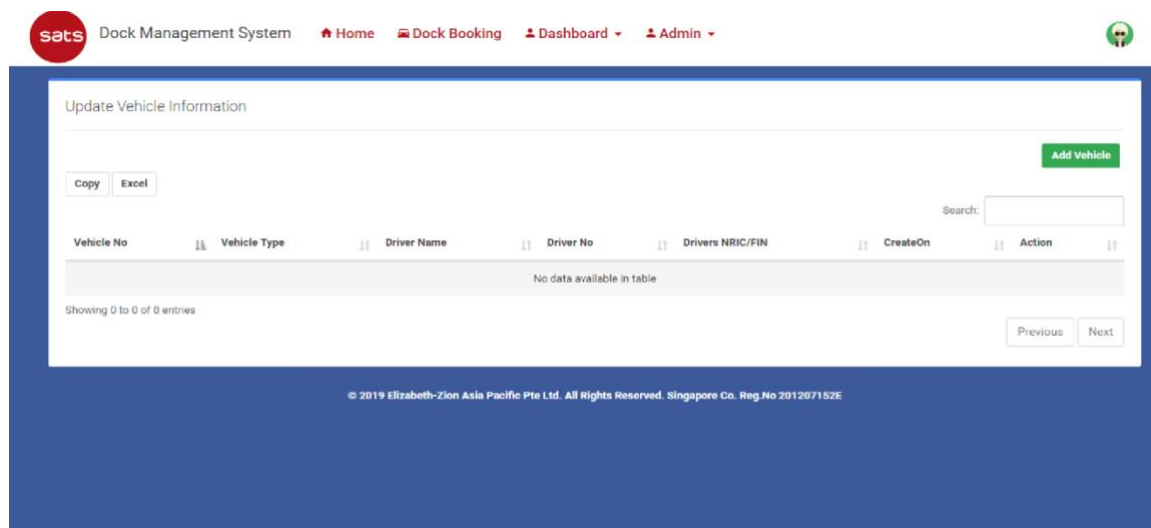
Step 2 : After fill all the details. And click “**Sign up**” button. User will receive your User ID and Password via the email account you have provided during registration.

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.

The screenshot shows the 'Add Vehicle' form in the Dock Management System. The form is titled 'Add Vehicle' and contains the following fields:

- Vehicle Number:
- Vehicle Type:
- Driver Name:
- Driver Number:
- Driver NRIC/FIN:

At the bottom of the form are two buttons: **Submit** and **Cancel**.

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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.

The screenshot shows the 'Update Vehicle Information' page in the Dock Management System. A green success message is displayed at the top: **Success! Vehicle added Successfully.**

Below the message are two buttons: **Copy** and **Excel**. To the right is an **Add Vehicle** button.

A search bar is located above the table. The table has the following columns: **Vehicle No**, **Vehicle Type**, **Driver Name**, **Driver No**, **Drivers NRIC/FIN**, **CreateOn**, and **Action**.

Vehicle No	Vehicle Type	Driver Name	Driver No	Drivers NRIC/FIN	CreateOn	Action
GBS733S	10 Footer	GONG	6282645	S1831374S	28/08/2019 10:55 PM	Edit Delete

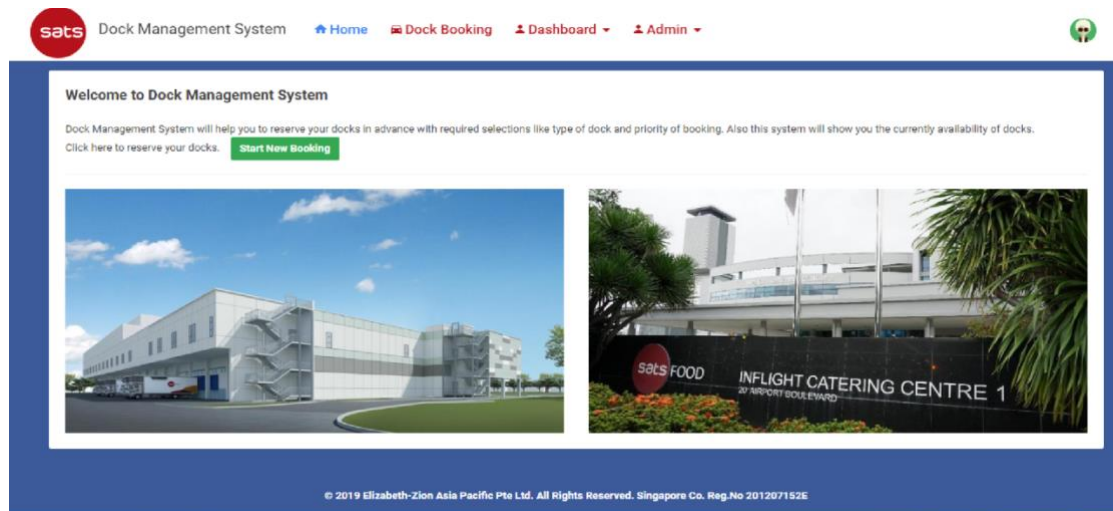
Showing 1 to 1 of 1 entries

Navigation: **Previous** **1** **Next**

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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.

The screenshot displays the 'Booking Info' tab within the system. At the top, there are three tabs: 'Booking Info' (active), 'Select Time & Dock Information', and 'Docks Selection'. The form contains several input fields: 'P.o Number', 'D.o Number *', 'Airway Bill No', 'B/L No', 'Company (Delivery To) *' (a dropdown menu), 'Building Name *' (a dropdown menu), 'Vehicle Number *' (a dropdown menu), 'Vehicle Type' (a text input field), 'Driver Name *' (a dropdown menu), and 'Driver NRIC/FIN' (a text input field). At the bottom right of the form, there are two buttons: 'Cancel' and 'Next Step'.

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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.

The screenshot shows the 'Select Time & Dock Information' step. It features three tabs: 'Booking Info', 'Select Time & Dock Information' (active), and 'Docks Selection'. The form includes fields for 'Check-In & Check-Out Time' with a calendar icon, 'Check-In Time', and 'Check-Out Time'. Below these are dropdown menus for 'Booking Mode' (showing '-- Choose Mode --') and 'Docks Type' (showing '-- Choose Docks Type --'). At the bottom are 'Previous' and 'Next Step' buttons.

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.

The screenshot shows the 'Docks Information' step. It has a legend with three colored squares: blue for 'Available', red for 'Occupied', and green for 'Selected'. Below the legend, there are three blue buttons labeled 'Dock9908', 'Dry Again', and 'Lane 4'. At the bottom are 'Previous' and 'Proceed to Book' buttons.

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.

The screenshot shows the booking confirmation page. It has a navigation bar with 'sats Dock Management System' and links for 'Home', 'Dock Booking', 'Dashboard', and 'Admin'. The main content area is titled 'Thank you' and contains a green success message: 'Your Job Order No : SATS20190060. Success! Your booking is confirmed. Below booking details email to your registered email address'. Below the message are two buttons: 'Next Booking' and 'Print'. The page is divided into two columns. The left column is titled 'Booking Information' and contains a table with the following data:

Job Order No	SATS20190060
Booked On	08/19/2019
Booking Date	08/19/2019
Check-In / Check-Out	10:00 AM To 11:00 AM
Booking Mode	Normal
Docks Type / Dock.No	Dry / Dock 03
P.O Number	12345
D.O Number	SATS00912
Airway Bill.No	
B/L No	
Operation	

The right column is titled 'Vehicle Information' and contains a table with the following data:

Vehicle Number	SG1998A
Vehicle Type	40 Footer
Driver Name	Jacky Chan

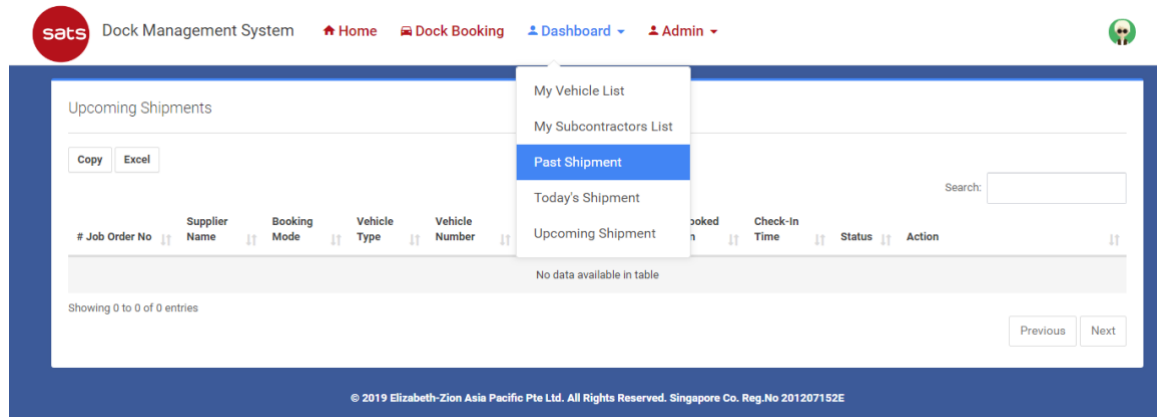
Below the vehicle information is a section titled 'Delivery Information' with a table containing the following data:

Company (Delivery To)	SATS Catering
Building Name	ICC2 - SATS CATERING
Building Address	Dress

At the bottom right of the page is a QR code.

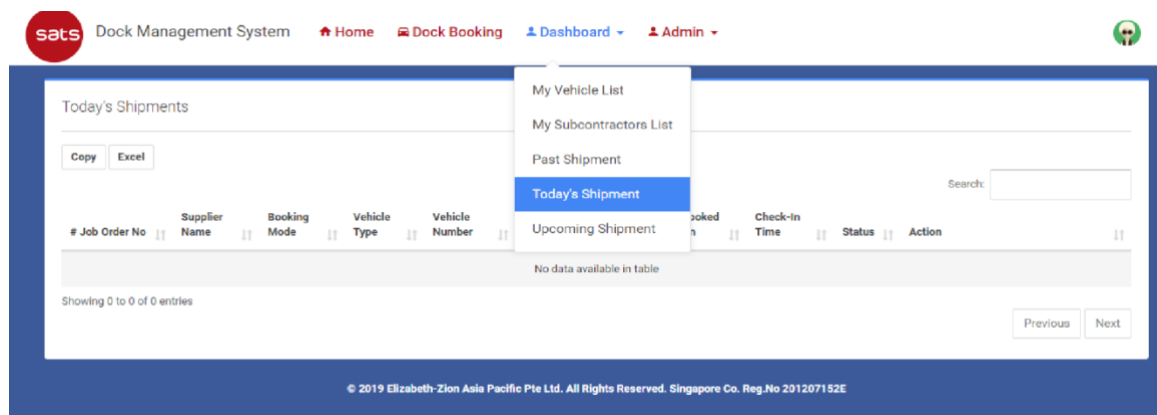
5. How to View Past Shipment

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.

The screenshot shows the 'Upcoming Shipments' page in the Dock Management System. The header includes the 'sats' logo, 'Dock Management System', and navigation links: Home, Dock Booking, Dashboard (selected), and Admin. A user profile icon is in the top right. The main content area has a 'Copy' and 'Excel' button, a search bar, and a table of shipments. The table has columns for Job Order No, Supplier Name, Booking Mode, Vehicle Type, Vehicle Number, Docks Type, Dock Number, Booked On, Check-in Time, Status, and Action. One shipment is listed: SATS20190105, Venkys Kitchen, Normal, 10 Footer, GB57335, Facility, Dock F1, 08/28/2019, 08/29/2019 08:45 PM. The status is 'Not Arrived'. Action buttons include 'Cancel', 'Email', and 'Print'. Below the table, it says 'Showing 1 to 1 of 1 entries' and 'Previous 1 Next'. The footer contains copyright information: '© 2019 Elizabeth-Zion Asia Pacific Pte Ltd. All Rights Reserved. Singapore Co. Reg.No 201207152E'.

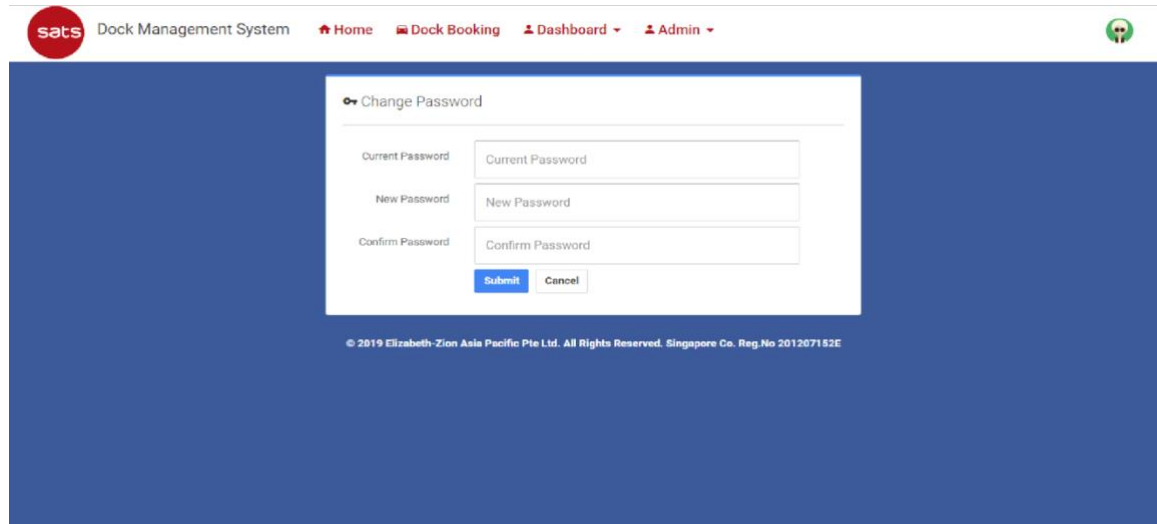
# Job Order No	Supplier Name	Booking Mode	Vehicle Type	Vehicle Number	Docks Type	Dock Number	Booked On	Check-in Time	Status	Action
SATS20190105	Venkys Kitchen	Normal	10 Footer	GB57335	Facility	Dock F1	08/28/2019	08/29/2019 08:45 PM	Not Arrived	Cancel Email Print

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.

The screenshot shows the home page of the Dock Management System. The header is the same as in the previous screenshot. The main content area has a 'Welcome to Dock Management System' message, a brief description of the system, and a 'Start New Booking' button. Below this are two images: a modern building and a sign for 'sats FOOD INFLIGHT CATERING CENTRE 1'. A user profile menu is open in the top right corner, showing options: 'My Profile', 'Change Password' (selected), and 'Logout'. The footer contains the same copyright information: '© 2019 Elizabeth-Zion Asia Pacific Pte Ltd. All Rights Reserved. Singapore Co. Reg.No 201207152E'.

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



The screenshot displays the 'Change Password' form within the Dock Management System interface. The form is centered on a blue background. It includes three input fields: 'Current Password', 'New Password', and 'Confirm Password'. Below these fields are 'Submit' and 'Cancel' buttons. The system's header shows the 'sats' logo, the title 'Dock Management System', and navigation links for 'Home', 'Dock Booking', 'Dashboard', and 'Admin'. A copyright notice at the bottom reads: '© 2019 Elizabeth-Zion Asia Pacific Pte Ltd. All Rights Reserved. Singapore Co. Reg.No 201207152E'.

Change Password

Current Password

New Password

Confirm Password

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