

# Shipment Visibility User Guide

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# 1. Introduction to Shipment Visibility

Welcome to the **Shipment Visibility User Guide**! In today's fast-paced business world, efficient supply chain management is crucial for success. Shipment visibility plays a pivotal role in this process, allowing businesses to track their shipments in real-time, optimize routes, enhance customer satisfaction, and streamline overall operations. This comprehensive User Guide is designed to help users to navigate the intricacies of shipment visibility, enabling users to make the most out of this powerful tool.

This guide has the following components:

1. Shipment Modes
2. Action Items
3. Shipment Grid
4. Navigation Grid

The screenshot shows the 'Shipment Visibility' dashboard. Callout 1 points to the 'All Modes' button in the top navigation bar. Callout 2 points to the 'Report Event' button. Callout 3 points to the 'Add to Watchlist' button. Callout 4 points to the search bar.

| Watchlist                | Master Shipment Ref # | Status  | Freight Description                | Origin                                 | Destination | Mode | Unit ID     | Master Bill of Lading |
|--------------------------|-----------------------|---|------------------------------------|--|-------------|------|-------------|-----------------------|
| <input type="checkbox"/> | PROLA232917891        | In Transit to Haiphong<br>Vessel Arrival: ETA: 25-Nov-2023  | C-POLE ARMATURE 93C<br>TNS=1PALLET | Ningbo                                 | Waukesha    |      | ATLU1127891 | BLMM2901785           |
| <input type="checkbox"/> | PRSP1808711           | In Transit to Semarang<br>Vessel Arrival: ETA: 29-Oct-2023  | IMO-issue                          | Buenaventura                           | Semarang    |      | PRSP1808711 | CMDUGH024             |
| <input type="checkbox"/> | PRSP1808711           | In Transit to Semarang<br>Vessel Arrival: ETA: 29-Oct-2023  | IMO-issue                          | Buenaventura                           | Semarang    |      | QASR0518711 | CMDUGH024             |
| <input type="checkbox"/> | PRSP1807011           | In Transit to Semarang<br>Vessel Arrival: ETA: 19-Nov-2023  | IMO-issue                          | Immingham                              | Semarang    |      | PRSP1807011 | CMDUGH024             |
| <input type="checkbox"/> | PRSP1807011           | In Transit to Semarang<br>Vessel Arrival: ETA: 19-Nov-2023  | IMO-issue                          | Immingham                              | Semarang    |      | QASR0517011 | CMDUGH024             |
| <input type="checkbox"/> | QAAP4829884           | In Transit to Kaohsiung<br>Vessel Arrival: ETA: 15-Nov-2023 | C-POLE ARMATURE 93C<br>TNS=1PALLET | Dalian Zhoushuizi International<br>Apt | Waukesha    |      | APEU4829884 | APHH4829884           |
| <input type="checkbox"/> | QAAP4829882           | In Transit to Kaohsiung<br>Vessel Arrival: ETA: 15-Nov-2023 | C-POLE ARMATURE 93C<br>TNS=1PALLET | Shanghai                               | Waukesha    |      | APEU4829882 | APHH4829882           |

## 1.1. Shipment Modes

Every shipment goes through one or more transportation modes when sent from one place to another.



The following shipment modes are:

- **Air:** This mode includes shipments sent via air transport.
- **Dray:** This mode refers to the transportation of goods over a short distance, typically within the same metropolitan area, often between a port and nearby warehouses or distribution centers.
- **LTL/VLTL:** This mode covers shipments transported on the road. LTL suits shipments ranging from 1 to 6 pallets (12 linear feet). VLTL is for larger shipments, exceeding LTL but less than a full truckload. VLTL includes 6 or more pallets, weighing over 5,000 pounds, or occupying more than 12 linear feet.
- **Ocean:** This mode pertains to shipments sent via ocean transport.
- **Parcel:** This mode includes all shipments sent as individual parcels.
- **Rail:** This mode involves the transportation of goods by train, utilizing railway networks for efficient and long-distance shipping.
- **TL:** This mode includes all shipments categorized as full truckload (TL) shipments.

## 1.2. Action Items

This section covers all the work option available on the **Shipment Visibility** page. The following work options are available on the **Shipment Visibility** page:

- Add to Watchlist
- Remove from Watchlist
- Add Comment(s)
- Add Attachment(s)
- Report Event

Dashboard Shipment Visibility X

All Modes Air Dry LTL/VLTL FCL/LCL Parcel Rail TL Report Event

0 Selected Add to Watchlist Remove from Watchlist Add Comment(s) Add Attachment(s) Select Search...

| Watchlist                | Master Shipment Ref # | Status  | Freight Description                | Origin                              | Destination | Mode | Unit ID     | Master Bill of Lac |
|--------------------------|-----------------------|---|------------------------------------|-------------------------------------|-------------|------|-------------|--------------------|
| <input type="checkbox"/> | PROLA232917891        | In Transit to Haiphong<br>Vessel Arrival: ETA: 25-Nov-2023  | C-POLE ARMATURE 93C<br>TNS=1PALLET | Ningbo                              | Waukesha    |      | ATLU1127891 | BLMM2901785        |
| <input type="checkbox"/> | PRSP1808711           | In Transit to Semarang<br>Vessel Arrival: ETA: 29-Oct-2023  | IMO-issue                          | Buenaventura                        | Semarang    |      | PRSP1808711 | CMDUGHCO24         |
| <input type="checkbox"/> | PRSP1808711           | In Transit to Semarang<br>Vessel Arrival: ETA: 29-Oct-2023  | IMO-issue                          | Buenaventura                        | Semarang    |      | QASR0518711 | CMDUGHCO24         |
| <input type="checkbox"/> | PRSP1807011           | In Transit to Semarang<br>Vessel Arrival: ETA: 19-Nov-2023  | IMO-issue                          | Immingham                           | Semarang    |      | PRSP1807011 | CMDUGHCO24         |
| <input type="checkbox"/> | PRSP1807011           | In Transit to Semarang<br>Vessel Arrival: ETA: 19-Nov-2023  | IMO-issue                          | Immingham                           | Semarang    |      | QASR0517011 | CMDUGHCO24         |
| <input type="checkbox"/> | QAAP4829884           | In Transit to Kaohsiung<br>Vessel Arrival: ETA: 15-Nov-2023 | C-POLE ARMATURE 93C<br>TNS=1PALLET | Dalian Zhoushuizi International Apt | Waukesha    |      | APEU4829884 | APHH482988         |
| <input type="checkbox"/> | QAAP4829882           | In Transit to Kaohsiung<br>Vessel Arrival: ETA: 15-Nov-2023 | C-POLE ARMATURE 93C<br>TNS=1PALLET | Shanghai                            | Waukesha    |      | APEU4829882 | APHH482988         |

### 1.3. Shipment Grid

The **Shipment Grid** displays the list of shipments in a grid view.

Dashboard Shipment Visibility X

All Modes Air Dry LTL/VLTL FCL/LCL Parcel Rail TL Report Event

0 Selected Add to Watchlist Remove from Watchlist Add Comment(s) Add Attachment(s) Select Search...

| Watchlist                | Master Shipment Ref # | Status  | Freight Description                | Origin                              | Destination | Mode | Unit ID     | Master Bill of Lac |
|--------------------------|-----------------------|---|------------------------------------|-------------------------------------|-------------|------|-------------|--------------------|
| <input type="checkbox"/> | PROLA232917891        | In Transit to Haiphong<br>Vessel Arrival: ETA: 25-Nov-2023  | C-POLE ARMATURE 93C<br>TNS=1PALLET | Ningbo                              | Waukesha    |      | ATLU1127891 | BLMM2901785        |
| <input type="checkbox"/> | PRSP1808711           | In Transit to Semarang<br>Vessel Arrival: ETA: 29-Oct-2023  | IMO-issue                          | Buenaventura                        | Semarang    |      | PRSP1808711 | CMDUGHCO24         |
| <input type="checkbox"/> | PRSP1808711           | In Transit to Semarang<br>Vessel Arrival: ETA: 29-Oct-2023  | IMO-issue                          | Buenaventura                        | Semarang    |      | QASR0518711 | CMDUGHCO24         |
| <input type="checkbox"/> | PRSP1807011           | In Transit to Semarang<br>Vessel Arrival: ETA: 19-Nov-2023  | IMO-issue                          | Immingham                           | Semarang    |      | PRSP1807011 | CMDUGHCO24         |
| <input type="checkbox"/> | PRSP1807011           | In Transit to Semarang<br>Vessel Arrival: ETA: 19-Nov-2023  | IMO-issue                          | Immingham                           | Semarang    |      | QASR0517011 | CMDUGHCO24         |
| <input type="checkbox"/> | QAAP4829884           | In Transit to Kaohsiung<br>Vessel Arrival: ETA: 15-Nov-2023 | C-POLE ARMATURE 93C<br>TNS=1PALLET | Dalian Zhoushuizi International Apt | Waukesha    |      | APEU4829884 | APHH482988         |
| <input type="checkbox"/> | QAAP4829882           | In Transit to Kaohsiung<br>Vessel Arrival: ETA: 15-Nov-2023 | C-POLE ARMATURE 93C<br>TNS=1PALLET | Shanghai                            | Waukesha    |      | APEU4829882 | APHH482988         |

### 1.4. Navigation Grid

The **Navigation Grid** enables user to filter and search the required shipments on the **Shipment Grid**. It also enables user to manage view of the **Shipment Grid**.

Dashboard
Shipment Visibility

All Modes
Air
Dray
LTL/VLTL
FCL/LCL
Parcel
Rail
TL
Report Event

0 Selected
Add to Watchlist
Remove from Watchlist
Add Comment(s)
Add Attachment(s)
Select Search...

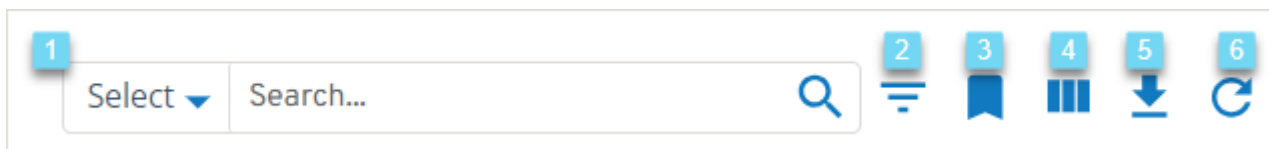
| Watchlist                | Master Shipment Ref # | Status  | Freight Description                | Origin                              | Destination | Mode | Unit ID     | Master Bill of Lac |
|--------------------------|-----------------------|---|------------------------------------|-------------------------------------|-------------|------|-------------|--------------------|
| <input type="checkbox"/> | PROLA232917891        | In Transit to Haiphong<br>Vessel Arrival: ETA: 25-Nov-2023  | C-POLE ARMATURE 93C<br>TNS=1PALLET | Ningbo                              | Waukesha    |      | ATLU1127891 | BLMM2901785        |
| <input type="checkbox"/> | PRSP1808711           | In Transit to Semarang<br>Vessel Arrival: ETA: 29-Oct-2023  | IMO-issue                          | Buenaventura                        | Semarang    |      | PRSP1808711 | CMDUGHCO24         |
| <input type="checkbox"/> | PRSP1808711           | In Transit to Semarang<br>Vessel Arrival: ETA: 29-Oct-2023  | IMO-issue                          | Buenaventura                        | Semarang    |      | QASR0518711 | CMDUGHCO24         |
| <input type="checkbox"/> | PRSP1807011           | In Transit to Semarang<br>Vessel Arrival: ETA: 19-Nov-2023  | IMO-issue                          | Immingham                           | Semarang    |      | PRSP1807011 | CMDUGHCO24         |
| <input type="checkbox"/> | PRSP1807011           | In Transit to Semarang<br>Vessel Arrival: ETA: 19-Nov-2023  | IMO-issue                          | Immingham                           | Semarang    |      | QASR0517011 | CMDUGHCO24         |
| <input type="checkbox"/> | QAAP4829884           | In Transit to Kaohsiung<br>Vessel Arrival: ETA: 15-Nov-2023 | C-POLE ARMATURE 93C<br>TNS=1PALLET | Dalian Zhoushuizi International Apt | Waukesha    |      | APEU4829884 | APHH482988-        |
| <input type="checkbox"/> | QAAP4829882           | In Transit to Kaohsiung<br>Vessel Arrival: ETA: 15-Nov-2023 | C-POLE ARMATURE 93C<br>TNS=1PALLET | Shanghai                            | Waukesha    |      | APEU4829882 | APHH482988;        |

## 2. Working on the Navigation Grid

You can use the **Navigation Grid** to browse the material on the page and change how the page is displayed to suit your needs.

The **Navigation Grid** has the following components:

1. Search Bar
2. Advance Filters
3. Manage Views
4. Manage Columns
5. Download
6. Refresh



### 2.1. Working with Filters

Filters are utilized to precisely select the necessary data from various columns, including agent information, agent, carrier, and similar fields.



To filter the information in a column using the **Search** field:

1. Choose the desired column.
2. Enter the filter text in the **Search** field.
3. Click on the **Search** icon.

To filter the column "Product Name" with the filter text "apple", follow these steps:

1. Click on the column header "Product Name" to select it.
2. In the Search field, type "apple".
3. Click on the **Search** icon.



**Note:** In case of **PO, Container Number** and **Bill of Lading** bulk search can be applied by separating the values with commas.

Only the rows that contain the word "apple" in the "Product Name" column will be displayed.

### 2.1.1. Advanced Filters

Advanced Filters enables you to create customized filters and manage them to meet your specific needs. With Advanced Filters, you can filter information in a more powerful and flexible way than with the built-in filters.

#### Benefits:

- Create custom filters to filter information in a way that is most meaningful to you.
- Manage your created filters to keep them organized and easy to find.
- Save time and effort by creating reusable filters that you can apply to different datasets.
- Improve the accuracy of your results by using complex filtering criteria.

### 2.1.2. Creating a New Filter

This option enables you to create a new filter according to your preference.

Perform the following steps to create a new filter:

1. Click on the **Advanced Filters** icon.
2. Click on **Create New Filter**.

#### Working with Parameters

| Parameter | Description  |
|-----------|--|
| =         | The value for the field is same as the value provided. |



| Parameter        | Description   |
|------------------|---|
| contains         | Displays shipments that contain the selected filter value.        |
| !=               | Displays shipments that do not equal the selected filter value.   |
| Does Not Contain | Displays shipments that do not contain the selected filter value. |

3. Click on **+ Add Filters**.

4. Select the column(s) and filter condition(s), such as date, range, or null values.



**Note:** The Range parameter allows you to filter your data based on a date range. You can select the following attributes:

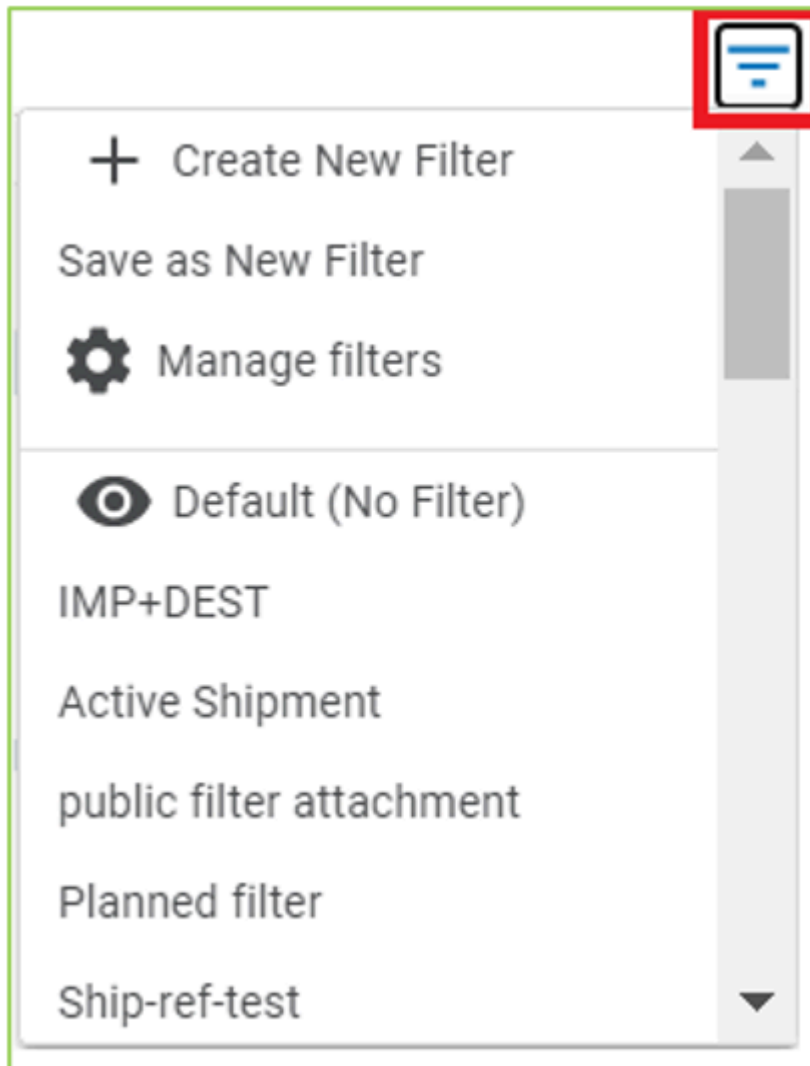
- **Today:** Displays data for today's date.
- **Tomorrow:** Displays data for tomorrow's date.
- **Yesterday:** Displays data for yesterday's date.
- **N days ago:** Displays data for a date range that is N days in the past. For example, if you select "7 days ago", the filter will display data for the past 7 days, including today.
- **N days from now:** Displays data for a date range that is N days in the future. For example, if you select "7 days from now", the filter will display data for the next 7 days, including today.
- **N weeks ago:** Displays data for a date range that is N weeks in the past. For example, if you select "2 weeks ago", the filter will display data for the past 2 weeks, including today.
- **N weeks from now:** Displays data for a date range that is N weeks in the future. For example, if you select "2 weeks from now", the filter will display data for the next 2 weeks, including today.
- **N months ago:** Displays data for a date range that is N months in the past. For example, if you select "3 months ago", the filter will display data for the past 3 months, including today.



- **N months from now:** Displays data for a date range that is N months in the future. For example, if you select "3 months from now", the filter will display data for the next 3 months, including today.
- **N hours ago:** Displays data for a date range that is N hours in the past. For example, if you select "12 hours ago", the filter will display data for the past 12 hours, including now.
- **N hours from now:** Displays data for a date range that is N hours in the future. For example, if you select "24 hours from now", the filter will display data for the next 24 hours, including now.

5. Click on **Save this Filter**.
6. In the **Filter Name** field, enter a name for your filter.
7. Choose the value **Private** if you want to keep this filter private and only accessible to you.
8. Choose the value **Public** if you want to share this filter with others.
9. If you choose **Public**, select the organization(s) that you want to share the filter with in the **Share with Organizations** field.

10. Click on **Save & Apply**.



### 2.1.3. Managing Filters

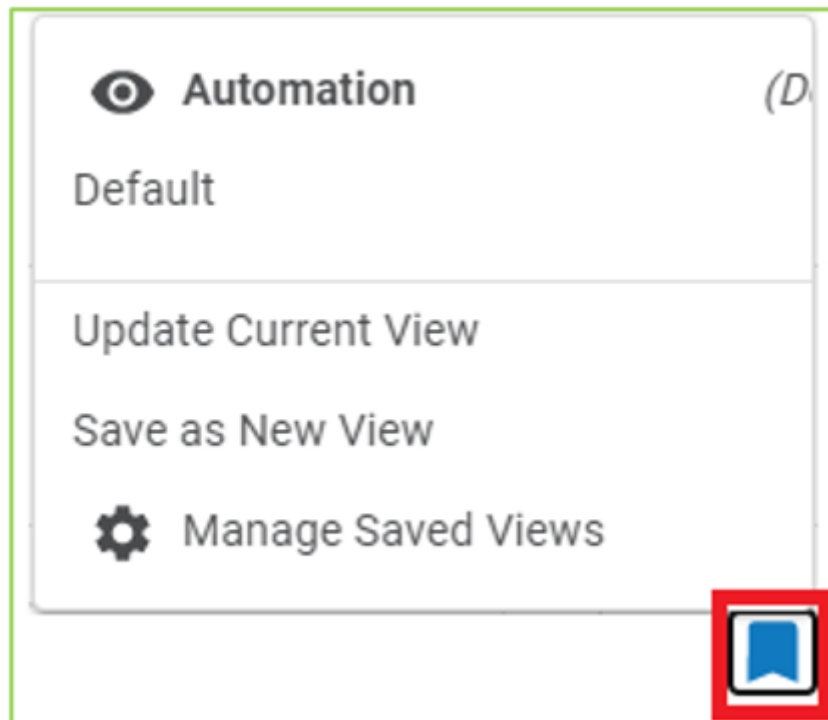
Managing filters enables users to edit or delete the created filter.

Perform the following steps to manage the created filter:

1. Click on the **Advanced Filters** icon.
2. Click on the **Manage filters** tab.
3. Make the necessary changes and click on **Save** button.

## 2.2. Managing Views

You can manage multiple dashboard views with the **Managing Views** feature.



The **Managing Views** feature offers the following options:

- The Automation option automatically sets the view.
- The Default option sets the current view as the default view.
- The Update Current View option updates the current view from the recently saved view.
- To save the current view as a new view, enter a name for the view in the **New View Name** field and click on the **Save** button.
- To manage saved views, add or remove the saved views and click on the **Save** button to update the changes.

## 2.3. Managing Columns

The purpose of this task is to enable users to customize the **Shipment Visibility** page to display the columns that are most relevant to their needs. This can help users to quickly and easily find the information that they are looking for, and to make better decisions about their shipments.

To manage the columns that are displayed on the **Shipment Visibility** page, click on the **Manage Columns** icon and select the desired columns. You can add or remove columns to customize the view to your needs.

Manage Columns

Select which columns to display on grid.

☐ Select All

☒ Watchlist

☒ Master Shipment Ref #

☒ Tracking #

☒ Importer

☒ Status

☒ Freight Description

☒ Origin

Reset
Cancel
Apply

The following columns are available on the **Shipment Visibility** page:

| Columns              | Definition   |
|----------------------|--|
| Watch list           | Displays all the flagged shipments.  |
| Master Shipment Ref# | Displays the individual shipment reference number. The Master Shipment Ref# is a unique identifier for a ship- |

| Columns                  | Definition  |
|--------------------------|---|
|                          | ment. It is assigned by the Shipper when the shipment is created and is used to track the shipment throughout its journey.  |
| Tracking #               | Displays the shipment tracking number. The Tracking #, also known as the Shipment Tracking Number, is a unique identifier that is assigned to a shipment by the carrier.  |
| Importer                 | Displays the importer information. The Importer is the party that is responsible for bringing goods into a country from a foreign country. They are also known as the consignee.  |
| Status                   | Displays the present status and the mode of shipment. The Status column in the Shipment Visibility page displays the present status and the mode of shipment.   |
| Freight Description      | Displays the description of goods carried. Freight Description is a brief description of the goods that are being shipped. It should be as specific as possible and should include information such as the type of goods, the quantity, and the weight. |
| Origin                   | Displays the shipment's origin. The Origin is the location where the shipment begins its journey. This is typically the address of the Shipper, but it could be another location, such as a warehouse or a port.  |
| Origin Port/Airport      | Displays the shipment's origin port. The Origin Port/Airport is the port or airport from which a shipment begins its journey. It is the same as the Origin, but with a focus on the mode of transportation.   |
| Destination              | Displays the shipment's destination. The Destination is the location where the shipment is expected to arrive. This is typically the address of the Consignee, but it could be another location, such as a warehouse or a port.                         |
| Destination Port/Airport | Displays the shipment's destination port. The Destination Port/Airport is the port or airport where a shipment is expected to arrive. It is the same as the Destination, but with a focus on the mode of transportation.                                |
| Carrier                  | Displays the carrier used for the shipment. A carrier is a company or individual that transports goods from one   |

| Columns          | Definition  |
|------------------|---|
|                  | place to another. Carriers can transport goods by land, sea, or air.  |
| Mode             | <p>The Mode in the Shipment Visibility page refers to the mode of transportation used to ship the goods. It could be one of the following:</p> <ul style="list-style-type: none"> <li>• Ocean: Ships are used to transport goods by sea. This is a popular mode of transportation for large shipments, such as containers and bulk commodities.</li> <li>• Air: Airplanes are used to transport goods by air. This is a fast and efficient mode of transportation for small shipments and shipments that need to arrive quickly.</li> <li>• Truck: Trucks are used to transport goods by land. This is a flexible and versatile mode of transportation that can be used to ship goods to a wide range of destinations.</li> <li>• Rail: Trains are used to transport goods by train. This is a cost-effective mode of transportation for large shipments that need to travel long distances.</li> </ul> |
| B/L Created Date | Displays the Bill of Lading creation date. The B/L Created Date is the date on which the Bill of Lading (B/L) was issued.   |
| B/L Issues Date  | Displays the bill of lading issued date. The B/L Issues Date is the date on which the Bill of Lading (B/L) is issued to the shipper. This date is typically the same as the B/L Created Date, but it may be different if the B/L is issued after the goods have been shipped.   |
| Invoice #        | Displays the invoice number. The Invoice #, also known as the Invoice Number, is a unique identifier that is assigned to each invoice issued by a business.   |
| Unit ID          | Displays the shipment unit identification. The Unit ID, also known as the Shipping Unit ID or the Serial Number, is a unique identifier that is assigned to each individual unit of a shipment.   |

| Columns                             | Definition  |
|-------------------------------------|---|
| Master Bill of Lading/Master Airway | Displays the master consignment receipt. A Master Bill of Lading (MBL) is a document issued by a carrier to a shipper or freight forwarder. It covers the transportation of multiple shipments from one location to another.  |
| Estimated Vessel/Flight Arrival     | Displays the estimated vessel or flight arrival date. The Estimated Vessel/Flight Arrival (ETA) is the estimated date and time on which a vessel or flight carrying a shipment is expected to arrive at its destination.  |
| Booking Number                      | Displays the shipment booking number. The booking number is a unique identifier that is assigned to a shipment when it is booked with a carrier.  |
| House Bill/House Airway Bill #      | The option shows the waybill that is issued by a Freight Forwarder to a Shipper after the receipt of a shipment.  |
| Service Level                       | Displays the service level.   |
| Service Type                        | Displays the selected service type. The available service types are: <ul style="list-style-type: none"> <li>• Container Yard (CY) to Door</li> <li>• Door to CY</li> <li>• Door to Door</li> <li>• CY to CY</li> </ul>  |
| Consignee/Buyer                     | A consignee is the person or entity to whom goods are shipped. The consignee may be the buyer of the goods, but they may also be an intermediary, such as a warehouse or a freight forwarder.   |
| Original Shipper                    | Displays the Original Shipper information. The Original Shipper is the company or individual who initially shipped the goods. They are also known as the consignor. The Original Shipper is typically responsible for preparing the shipping documentation and ensuring that the goods are properly packaged and labeled. |
| Shipper                             | Displays the shipper information. The Shipper is the party that initiates the shipment of goods.  |



| Columns                        | Definition  |
|--------------------------------|---|
| Notify Party                   | Displays the notify party. The Notify Party is a party that is to be notified of the arrival of a shipment.   |
| Delivery Party                 | Displays the delivery party. The Delivery Party is the person or entity who is responsible for receiving and accepting a shipment. This is not necessarily the same as the Consignee, who is the person or entity to whom the shipment is addressed.                                      |
| Agent                          | Displays the agent. An agent in shipping is a person or company that represents a shipper or consignee in the shipment process.   |
| Manufacturer                   | Displays the goods manufacturer information. A manufacturer is a company that produces goods from raw materials.  |
| Salesman                       | Displays the salesmen contact information. A salesman, also known as a sales representative, is a person who sells products or services to customers.   |
| Vessel Name                    | The vessel name is the name of the ship or boat that is transporting the goods. It is typically displayed on the bill of lading and other shipping documents.   |
| Voyage/Flight #                | Displays the carrier flight number. The voyage/flight number is a unique identifier that is assigned to each trip of a ship or aircraft. It is typically displayed on the Bill of Lading, ticket, and other shipping or travel documents.   |
| Last Free Date                 | Displays the last free date. The Last Free Date (LFD) is the last day on which a container booking can be made for a specific vessel and sailing. The LFD is set by the carrier and is usually 7-14 days before the vessel's scheduled departure date.                                    |
| Actual Vessel/Flight Departure | Displays the vessel or flight departure date. The Actual Vessel/Flight Departure (ATD) is the date and time at which a vessel or aircraft actually departs from its port of origin. The ATD is typically displayed on the bill of lading, ticket, and other shipping or travel documents. |
| Import File Number             | Displays the imported shipment file number. An Import File Number is a unique identifier that is assigned to an import file. It is used to track the import process and to identify the file to the carrier or customs broker.  |

| Columns                    | Definition  |
|----------------------------|---|
| Consignee Reference Number | Displays the consignee reference number. A Consignee Reference Number (CRN) is a unique identifier that is assigned to a shipment by the consignee. It is used to track the shipment and to identify it to the carrier, customs broker, and other parties involved in the shipping process.   |
| Origin Reference           | Displays the shipment origin reference number. An Origin Reference is a unique identifier that is assigned to a shipment by the shipper at the origin of the shipment.  |
| Shipper Code               | Displays the shipper reference code. A shipper code is a unique identifier that is assigned to a shipper by a carrier or other transportation provider. It is used to identify the shipper in the carrier's system and to track shipments.  |
| Transshipment              | Displays the information about the multiple carriers involved in the transportation. Transshipment is the transfer of goods from one transportation mode to another or from one carrier to another. It is a common practice in international shipping, where goods may be transported by ship, train, truck, and air.   |
| Split Shipment             | Displays information about whether the shipment is a split shipment or not. A split shipment is a shipment that is divided into two or more smaller shipments. This is typically done because the shipment is too large to fit in a single package or because the shipment contains different types of goods that need to be shipped separately.  |
| Attachment                 | <p>Displays the attachments in the shipment such as invoices. An attachment in shipping is a document or file that is attached to a Bill of Lading or other shipping document. Attachments can provide additional information about the shipment, such as:</p> <ul style="list-style-type: none"> <li>• Packing list</li> <li>• Commercial invoice</li> <li>• Certificate of origin</li> <li>• Dangerous goods declaration</li> </ul> |

| Columns                           | Definition   |
|-----------------------------------|--|
|                                   | <ul style="list-style-type: none"> <li>• Insurance policy</li> <li>• Other relevant documents</li> </ul>   |
| Ocean/Air Carrier                 | Displays the vessel or flight information. An ocean carrier is a company that transports goods by sea. An air carrier is a company that transports passengers and cargo by air.  |
| Ultimate Consignee                | The ultimate consignee is the final recipient of a shipment. They are the party who will take possession of the goods and be responsible for any import duties and taxes.  |
| Origin Office                     | Displays the shipment origin office. The origin office in shipping is the office of the carrier or freight forwarder that is responsible for picking up the shipment from the shipper and preparing it for transportation. |
| Destination Office                | Displays the shipment destination office. A destination office in shipping is the office of the carrier or freight forwarder that is responsible for delivering the shipment to the consignee.                             |
| Road Carrier                      | Displays the details of the used road carrier. A road carrier is a company that transports goods by road.  |
| Estimated Vessel/Flight Arrival   | Displays the estimated vessel or flight arrival date. The Estimated Vessel/Flight Arrival (ETA) is the predicted time at which a vessel or aircraft will arrive at its destination.  |
| Estimated Vessel/Flight Departure | Displays the estimated vessel or flight departure date. The Estimated Vessel/Flight Departure (ETD) is the predicted time at which a vessel or aircraft will depart from its origin.                                       |
| Estimated Drop off                | Displays the estimated time for the goods drop off. The estimated drop-off time is the predicted time at which a package or shipment will be delivered to its destination.   |
| Actual Drop off                   | Displays the actual time for the goods drop off. The actual drop-off time is the time at which a package or shipment is actually delivered to its destination.   |

| Columns                      | Definition  |
|------------------------------|---|
| Actual Vessel/Flight Arrival | Displays the actual vessel or flight arrival date. The Actual Vessel/Flight Arrival (ATA) is the time at which a vessel or aircraft actually arrives at its destination.  |
| Planned Delivery Date        | Displays the planned date for the delivery of goods. Planned Delivery Date (PDD) is the date on which a shipment is expected to be delivered to its destination.  |
| Airport Operator             | Displays the details of the airport goods carrier. An airport operator is a company or organization that is responsible for the management and operation of an airport.   |
| Broker                       | Displays the details of the broker involved in the shipment. A broker is a middleman who acts as an intermediary between two or more parties in a transaction.  |
| Express Carrier              | A company that specializes in the fast and reliable delivery of shipments.  |
| Ground Handlers              | Displays the details of the agents or vendors who dealt with shipment transport on ground. Ground handlers are companies or organizations that provide a range of services to support the operation of aircraft and airports.   |
| Postal Operator              | Displays the details of the postal operator. A postal operator is a company or organization that is responsible for the delivery of mail and packages.  |
| Gross Weight                 | Displays the gross weight of the shipment i.e. package and the goods. Gross weight is the total weight of a shipment, including the weight of the goods being transported and the weight of the packaging. It is also known as shipping weight or all-inclusive weight. |
| Dimensions                   | Displays the dimensions of the package or the container. The dimensions of a shipment are the length, width, and height of the shipment. They are typically measured in centimeters (cm) or inches (in).  |
| Total Commodity Value        | Displays the total worth of the goods carrier. Total commodity value (TCV) is the total value of all the commodities produced or traded in a given period of time. It is typically calculated by multiplying the quantity of each commodity by its price.               |

| Columns               | Definition   |
|-----------------------|--|
| Insured Amount        | Displays the insured amount for the goods transported. Insured amount is the maximum amount that an insurance company will pay out in the event of a covered loss. It is also known as sum insured or policy limits.   |
| Equipment Type        | Displays the equipment type. Equipment type refers to the type of machinery or vehicle used to transport, store, or handle goods. The specific type of equipment required will vary depending on the nature of the goods being handled, the distance they need to be transported, and the mode of transportation being used. |
| Equipment Description | Displays the equipment description.  |
| ULD/Load Type         | Displays the type of goods transported. A unit load device (ULD) is a container used to load luggage, freight, and mail on wide-body aircraft and specific narrow-body aircraft.   |
| Cut Off Date          | Displays the cut off date for the goods to be delivered. A cut-off date is the last date and time by which a shipment must be received at a shipping carrier's facility in order to be processed and shipped on schedule.  |
| Cargo Ready Date      | Displays the date when the goods are ready to be picked. Cargo Ready Date (CRD) is the date on which cargo is expected to be available at the supplier or other named location (a warehouse, an airport terminal, or a container yard) for pickup by the carrier.  |
| Volumetric Weight     | Displays the overall size of the parcel or container. Volumetric weight, also known as dimensional weight, is a measurement used to determine the amount of space that a package occupies during transportation.   |
| Chargeable Weight     | Displays the actual Gross Weight or the Volumetric Weight of the shipment. Chargeable weight is the weight that is used to calculate shipping costs. It is the greater of the actual weight and the volumetric weight of a shipment.   |
| Hazmat                | Displays the information whether the carried goods are classified as or contains hazardous materials. Hazmat is an abbreviation for hazardous materials. It refers to substances that pose a risk to health, safety, property, or the  |

| Columns                       | Definition   |
|-------------------------------|--|
|                               | environment. Hazmats can be in a variety of forms, including solids, liquids, gases, and vapors.   |
| Special Handling Instructions | Displays the information whether the shipment contains handling instructions from the shipper. Special handling instructions are used to communicate specific requirements for the handling and transportation of goods. They are typically provided by the shipper to the carrier and are included on the shipping documentation. |
| Volume                        | Displays the volume of the shipment container. Volume is the three-dimensional space that an object occupies. It is measured in cubic units, such as cubic meters (m3), cubic feet (ft3), or cubic inches (in3).   |
| Pieces                        | Displays the number of units of shipments. Pieces refers to the number of individual items in a shipment. It is a key metric used to measure the size and complexity of a shipment.  |
| Net Weight                    | Displays the actual weight of the shipment. Net weight is the weight of a shipment without its packaging or container. It is the most accurate measure of the actual weight of the goods being shipped.  |
| Commodity                     | Displays the type of goods transported. A commodity is a physical good that is traded in commerce.   |
| Packaging Type                | Displays the types of packaging used such as cardboard boxes. Packaging type is the type of material or container that is used to protect goods during transportation and storage.   |
| Freight Class                 | Displays the freight class code for the type of goods carried. Freight class is a classification system used by shipping carriers to determine the shipping cost of a shipment.  |
| PRO#                          | Displays the PRO number, which is a nine-digit number. PRO# is a term used in logistics to refer to the purchase order number of a shipment. It is a unique identifier that is used to track the shipment throughout the logistics process.  |
| Created By                    | Displays the shipment creator information. The person or entity that initiated the shipment. This can be the   |

| Columns                  | Definition   |
|--------------------------|--|
|                          | shipper, the consignor, or the seller of the goods being shipped.  |
| Pickup Number            | Displays the shipment pickup reference number. A pick-up number in the context of shipment is a unique identifier assigned to a shipment that is to be picked up by a shipping carrier.                          |
| Estimated Rail Arrival   | Displays the estimated arrival date for shipment if it uses a rail carrier. Estimated Rail Arrival (ERA) is the estimated date and time that a shipment will arrive at its destination by rail.                  |
| Estimated Rail Departure | Displays the estimated departure date for shipment if it uses a rail carrier. Estimated Rail Departure (ERD) is the estimated date and time that a shipment will depart from its origin station by rail.         |
| Actual Rail Arrival      | Displays the actual arrival date for shipment if it uses a rail carrier. Actual Rail Arrival (ARA) is the date and time that a shipment actually arrives at its destination by rail.                             |
| Actual Rail Departure    | Displays the actual departure date for shipment if it uses a rail carrier. Actual Rail Departure (ARD) is the date and time that a shipment actually departs from its origin station by rail.                    |
| Actual Empty Return      | Displays the actual date for receiving the empty containers. Actual Empty Return (AER) is the date and time that an empty container or rail car is actually returned to its origin station.                      |
| Tracking URL             | The Tracking URL column displays the web link that can be used to track the shipment's progress and location in real-time.   |
| Road Carrier             | This option displays the name of the Dray carrier involved in the shipment.  |
| Exception                | This option displays whether the shipment has an exception or not. In the context of logistics, an exception is an event or situation that causes a shipment to be delayed or to deviate from its planned route. |
| Cross Town               | Displays whether the shipment involves the Cross town movement or not. Primarily focused on the rail-type movement. Cross town is a term used in logistics to refer  |

| Columns                   | Definition   |
|---------------------------|--|
|                           | to the transportation of goods within a city or metropolitan area.   |
| Container Loaded          | There are two values Yes/ No added for the Container Loaded column. This option displays the containers that are loaded and not loaded as per the value chosen by the user.  |
| Created Date              | This option enables users to select a particular date , and all the shipments created on that particular date is displayed.  |
| Origin Port/Terminal      | Displays the information related to the starting/origin of the Port Terminal. The origin port/terminal is the port or terminal where a shipment is loaded onto a shipping vessel. It is the first point of contact between the shipper and the carrier, and it is where the majority of the paperwork and documentation for the shipment is processed. |
| Destination Port/Terminal | Displays the information related to the ending/destination of the Port Terminal. The destination port/terminal is the port or terminal where a shipment is unloaded from a shipping vessel. It is the last point of contact between the carrier and the consignee, and it is where the shipment is cleared by customs and released for delivery.       |
| Equipment/Unit#           | The "Equipment/Unit#" column displayed on the Shipment Visibility Page provides a dedicated space to showcase unique identification numbers or codes associated with the equipment or units involved in the shipment process   |
| PO #                      | Displays the Purchase Order number associated with each shipment. Users can expect to find alphanumeric codes or numerical identifiers that uniquely correspond to specific purchase orders.   |



**Note:** You can sort some columns in ascending or descending order by clicking on the column name.



## 2.4. Downloading Shipment Details

The purpose of the task **Downloading Shipment Details** is to allow users to download all of the available shipment information on the dashboard in Excel format. This can be useful for users who need to analyze the shipment data in more detail or who need to share the data with others.

Perform the following steps to download the shipment details:

1. Filter the required shipments on the **Shipment Visibility** page.
2. Click on the **Download** icon.

The shipment details file will be downloaded to your computer. You can then open it in a spreadsheet program to view and analyze the data.

## 2.5. Refreshing Shipment Details

This option enables you to refresh the shipment details page and get the latest information.

**Purpose:** Refresh the **Shipment Visibility** page to get the latest information.

**Instructions:**

1. Click on the **Refresh** icon.

The **Shipment Visibility** page will be refreshed and the latest information will be displayed.

This task can be useful for users who need to keep track of the latest status of their shipments. For example, a logistics manager might refresh the **Shipment Visibility** page frequently to track the progress of their shipments and identify any potential problems.

## 3. Working on the Shipment Visibility Page

The **Shipment Visibility** page has the following components:

1. Add to Watchlist
2. Remove from Watchlist
3. Add Comment(s)
4. Add Attachment(s)
5. Report Event
6. Shipment Modes

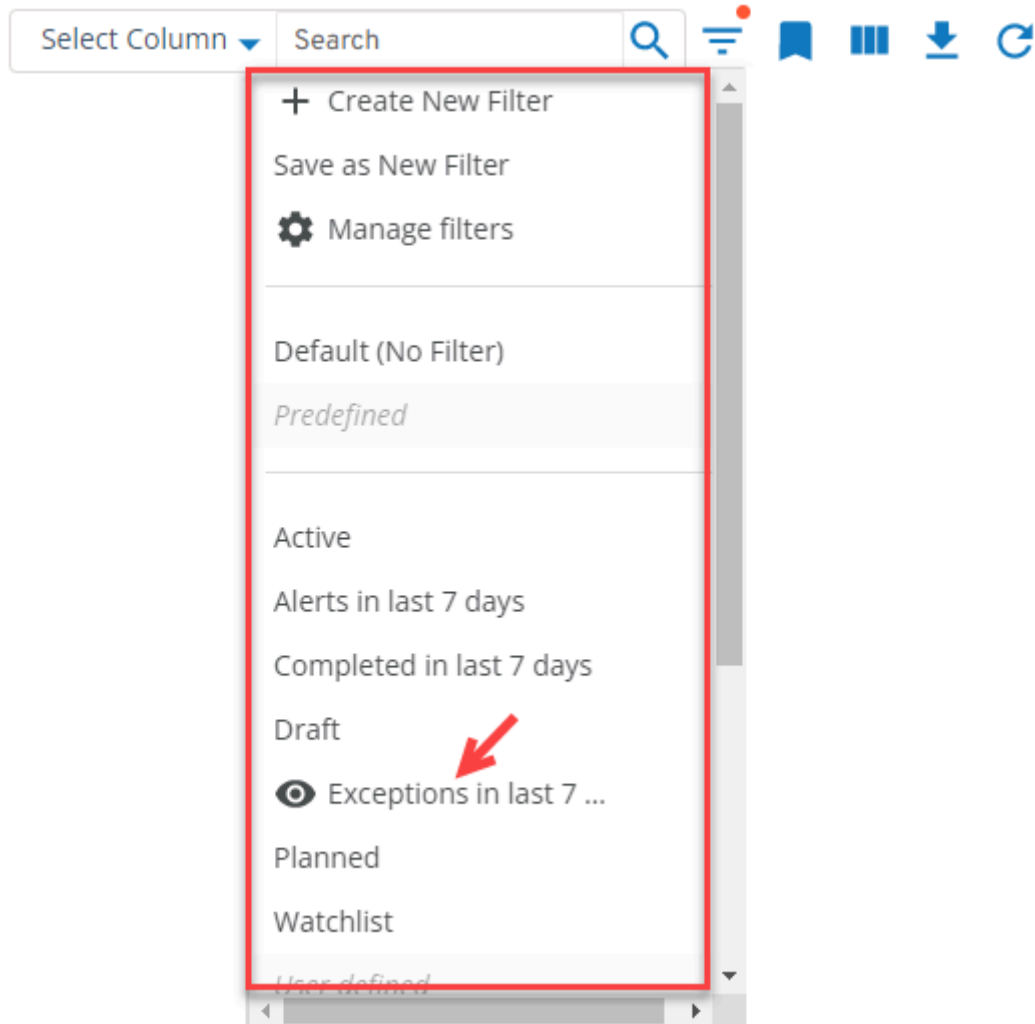
| Watchlist                | Master Shipment Ref # | Status  | Freight Description                | Origin                                 | Destination | Mode | Unit ID     | Master Bill of Lading |
|--------------------------|-----------------------|---|------------------------------------|--|-------------|------|-------------|-----------------------|
| <input type="checkbox"/> | PROLA232917891        | In Transit to Haiphong<br>Vessel Arrival: ETA: 25-Nov-2023  | C-POLE ARMATURE 93C<br>TNS=1PALLET | Ningbo                                 | Waukesha    |      | ATLU1127891 | BLMM2901785           |
| <input type="checkbox"/> | PRSP1808711           | In Transit to Semarang<br>Vessel Arrival: ETA: 29-Oct-2023  | IMO-issue                          | Buenaventura                           | Semarang    |      | PRSP1808711 | CMDUGH024             |
| <input type="checkbox"/> | PRSP1808711           | In Transit to Semarang<br>Vessel Arrival: ETA: 29-Oct-2023  | IMO-issue                          | Buenaventura                           | Semarang    |      | QASR0518711 | CMDUGH024             |
| <input type="checkbox"/> | PRSP1807011           | In Transit to Semarang<br>Vessel Arrival: ETA: 19-Nov-2023  | IMO-issue                          | Immingham                              | Semarang    |      | PRSP1807011 | CMDUGH024             |
| <input type="checkbox"/> | PRSP1807011           | In Transit to Semarang<br>Vessel Arrival: ETA: 19-Nov-2023  | IMO-issue                          | Immingham                              | Semarang    |      | QASR0517011 | CMDUGH024             |
| <input type="checkbox"/> | QAAP4829884           | In Transit to Kaohsiung<br>Vessel Arrival: ETA: 15-Nov-2023 | C-POLE ARMATURE 93C<br>TNS=1PALLET | Dalian Zhoushuizi International<br>Apt | Waukesha    |      | APEU4829884 | APHH4829884           |
| <input type="checkbox"/> | QAAP4829882           | In Transit to Kaohsiung<br>Vessel Arrival: ETA: 15-Nov-2023 | C-POLE ARMATURE 93C<br>TNS=1PALLET | Shanghai                               | Waukesha    |      | APEU4829882 | APHH4829882           |

### 3.1. Working with Shipment Exception Notifications

A Shipment Exception is a notification that informs the recipient that their package has encountered an issue during transit, resulting in a change in the delivery date.

A Shipment Exception happens when the delivery date is changed because of an unexpected situation. It is a notification that informs the recipient that their package has encountered a problem while being transported.

Shipment Visibility users can navigate to exceptions for a particular shipment from the **Shipment Visibility** page. Users can apply the **Exceptions in last 7 days** filter from the **Filters Menu** to view shipments with exceptions in the **Shipment Details Table**. For additional details on filters, view the [Working with Filters \(on page 7\)](#).



**Note:** Selecting the **Active** status filter displays shipments that have the first reported event on the Blume Visibility platform. This filter helps track and monitor the progress of shipments.

The **Shipment Details Table** displays shipments that have exceptions. A red progress bar in the **Status** column indicates these exceptions.

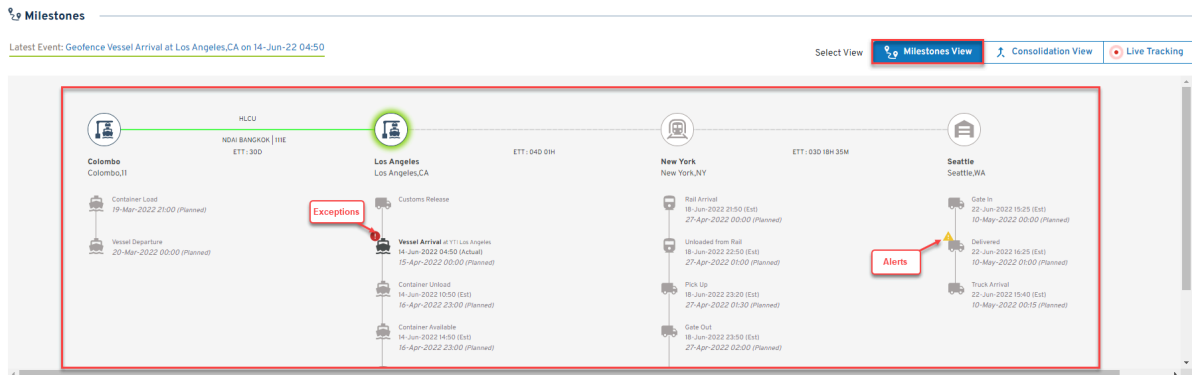
Dashboard Shipment Visibility X

All Modes Air Dray LTL/VLTL FCL/LCL Parcel Rail TL

0 selected Add to Watchlist Remove from Watchlist Add Comment(s) Add Attachment(s) Select Column Search

| Watchlist                | Master Shipment Ref # | Status  | Freight Description | Origin     | Destination  | Carrier  | Mode | Unit ID |
|--------------------------|-----------------------|---|---------------------|------------|--------------|----------|------|---------|
| <input type="checkbox"/> | 78632422672           | Delivered Alexander City<br>Delivered: 06-Jun-2022  |                     | MILLS      | ALEX CITY DC | FCQG-CEN |      | FF      |
| <input type="checkbox"/> | 7867895634            | Planned ALEXANDER CITY<br>Pick Up: ETD: 11-Jun-2022 |                     | MILLS      | ALEX CITY DC | FCQG-CEN |      |         |
| <input type="checkbox"/> | SHP700072             | Delivered Alexander City<br>Delivered: 07-Jun-2022  |                     | LOOM       | ALEX CITY DC | FCQG-CEN |      | TL      |
| <input type="checkbox"/> | SHP700068             | Planned Bowling Green<br>Pick Up: ETD: 08-Jun-2022  |                     | UNIVERSITY | ALEX CITY DC |          |      |         |

When you double-click on the shipment, you can view the **Shipment Details** page. On this page, you can see any exceptions for milestones and events under the **Milestones View**. Exceptions are shown with circled exclamation points, and alerts are shown with triangle exclamation point icons.



When you scroll down to the **Exceptions and Alerts** section, you can see more information about exceptions and alerts. You can view the following details about exceptions and alerts:

**Table 1. Exception and Alerts Fields and Description Table**

| Fields          | Description  |
|-----------------|--|
| Source          | Provides information on how the exception or alert is raised.                |
| Type            | Provides the type of exception or alert.                                     |
| Location        | Provides the name of the location where the exception or alert has occurred. |
| Category        | Provides the category type indicating whether it is an exception or alert.   |
| Date Planned    | Provides the planned date when the exception or alert occurred.              |
| Date Recognized | Provides the recognized date of the exception or alert.                      |

An In-Transit Shipment refers to shipments that are currently en route to their final destination. It is important to note that an In-Transit Shipment does not necessarily mean that the package is being transported in a moving vehicle, such as an airplane or truck. Additionally, it is possible for an In-Transit Shipment to have or not have an event reported against it.

Here are some important points to consider:

- The length of the status bar shows how much of the shipment has been completed.
- The color of the status bar indicates whether there are any delays or if the shipment is progressing as planned.

Dashboard Shipment Visibility X

All Modes Air Dray LTL/VLTL FCL/LCL Parcel Rail TL

0 selected Add to Watchlist Remove from Watchlist Add Comment(s) Add Attachment(s)

| <input checked="" type="checkbox"/> | Watchlist | Status   | Freight Description                        | Origin |
|-------------------------------------|-----------|--|--|--------|
| <input type="checkbox"/>            |           | In Transit to Long Beach<br>Vessel Arrival: ETA: 29-Jun-2022 | MERCHANDISE REF.: PO 989932 VENEERED P...  | Ningbo |
| <input type="checkbox"/>            |           | In Transit to Long Beach<br>Vessel Arrival: ETA: 29-Jun-2022 | MERCHANDISE REF.: PO 989932 VENEERED P...  | Ningbo |
| <input type="checkbox"/>            |           | In Transit to Fuzhou<br>Delivered: ETA: 10-May-2022          | LED LAMPS FOR LE FOL DING CARTON TRAY I... | Fuzhou |

## 3.2. Flagging Shipments

The purpose of the task **Flagging Shipments** is to allow users to easily identify and mark important shipments.

Perform the following steps to add or remove flags for multiple shipments at once:

1. Check the box next to each shipment.
2. To add multiple shipments at once, click on the **Add to Watch list**.
3. To remove multiple shipments, click on the **Remove from Watch list**.

## 3.3. Adding Comments

The purpose of the task **Adding Comments** is to allow users to provide additional information or feedback on specific shipments.

You can select the shipments and add comments to the selected shipments in the **Shipment Visibility** page. You can also add or delete the comment for the desired shipment in the **Shipment Details** page.

Perform the following steps to add a comment:

1. Select the required shipment(s) on the **Shipment Visibility** page.
2. Click on the **Add Comment(s)** button.
3. Enter the required comment on the **Add Bulk Comment** pop-up window.
4. Click on the **Apply** button.

### 3.4. Adding Attachments

You can use this option to attach any additional documents for the shipment, such as an invoice or a house airway bill.

Perform the following steps to add attachments:

1. Select the shipment by selecting the check boxes against it and click on the **Add Attachment(s)**.
2. Drag the file that needs to be attached to the area marked or browse and choose the file.
3. Select the attachment type in the **First Choose document type** field.
4. Click on the **Upload** button.



**Note:** You can upload attachments up to 5MB in size. You can upload a maximum of 50 attachments per shipment.

### 3.5. Reporting Events

The purpose of this task is to enable users to report any shipment-related issues or exceptions.

You must have the appropriate permissions to report an events.

Perform the following steps to report an event:

1. Select the shipment and click on the **Report Event** button.
2. Enter the **License Plate Number**, **Location**, **Exception**, **Mode**, **Event Type**, **Event Date/Time**.



**Note:** **Location**, **Event Type**, and **Event Date/Time** are required fields, indicated by a red asterisk symbol.

3. Click on the **Report Event** button to update.  
The available event types are:

**Table 2. Event Type**

| Event Type          | Description   |
|---------------------|---|
| Delivered           | The item has been delivered to its destination.             |
| Estimated Arrival   | The expected arrival time of the item.                      |
| Estimated Departure | The expected departure time of the item.                    |
| Gate In             | The item has entered the storage or loading area.           |
| Gate Out            | The item has left the storage or loading area.              |
| Live Load           | The item is being loaded onto a vehicle in real-time.       |
| Live Unload         | The item is being unloaded from a vehicle in real-time.     |
| Pick Up             | The item is ready for pickup.                               |
| Truck Arrival       | The expected arrival time of the truck carrying the item.   |
| Truck Departure     | The expected departure time of the truck carrying the item. |

## 4. Viewing Shipment Details Page

The **Shipment Details** page has the following components:

- Report Event/Exception
- Add to Watchlist
- View Activity
- Print
- Shipment Details
- Milestones
- Unit Details
- References
- Exceptions and Alerts
- Events
- Additional Information



Dashboard

PRPRP112928711 X

Status: Completed

1

2

3

4

Report Event/Exception

Add to Watchlist

View Activity

|  |                                |   |  |   |  |
|--|--------------------------------|---|--|---|--|
| Master Shipment Ref #<br>PRPRP112928711  | Container ID<br>MSMU7853228    | Payment Method<br>CC                      | Incoterms<br>EXW                               | Mode<br>FCL                             | Service Type<br>CY/CY  |
| Planned Delivery Date<br>---   | Estimated Delivery Date<br>--- | Actual Delivery Date<br>14-Sep-2023 12:00 | Country Of Origin<br>China                     | Country Of Destination<br>United States | Departure Port / Terminal<br>Yantian / Shenzhen Yantian International Container Terminal |
| Arrival Port / Terminal<br>Long Beach / Total Terminals International, Long Beach (Pier T) | CutOff Date<br>---             | Earliest Return Date<br>---               | Documentation CutOff Date<br>---               | Load Type<br>FCL                        | Customer Name<br>---   |
| Cargo Ready Date<br>---  | Transshipment<br>No            | Last Free Date<br>---                     | Planned / Actual Transit Time<br>22D 15H / --- |   |  |

Milestones

Latest Event: Vessel Arrival at Long Beach on 19-Sep-2023 04:20

Select View

Milestone View

Map View

Milestone Audit

Yantian  
Yantian, FJ  
Shenzhen Yantian International Container Terminal

Long Beach  
Long Beach, CA  
Total Terminals International, Long Beach (Pier T)

Container Load  
25-Aug-2023 21:00 (Actual)  
25-Aug-2023 21:00 (Planned)

Vessel Departure  
26-Aug-2023 00:00 (Planned)

Vessel Arrival  
19-Sep-2023 04:20 (Actual)  
17-Sep-2023 00:00 (Planned)

Container Unload  
20-Sep-2023 14:07 (Actual)  
18-Sep-2023 23:00 (Planned)

Container Available  
18-Sep-2023 23:00 (Planned)

Unit Details

|                              |                                      |                     |   |                            |
|------------------------------|--------------------------------------|---------------------|---|----------------------------|
| Container ID<br>MSMU7853228  | Equipment Type<br>45R1               | Seal #<br>ST1129149 | Gross Weight<br>897.32 KG                             | Tare Weight<br>---         |
| Net Weight<br>---            | Special Handling Instructions<br>--- | Hazmat<br>No        | Empty<br>---  | Volume<br>1.42 Cubic Meter |
| Equipment Description<br>--- | Load Type<br>FCL                     | Pieces<br>93        | Freight Description<br>C-POLE ARMATURE 93CTNS=1PALLET |                            |

Shipment Legs

References

Exceptions and Alerts

Events

Additional Information

## 4.1. Shipment Details

The **Shipment Details** page presents all the necessary information pertaining to the selected shipment.

Status: Planned

Report Event/Exception

Add to Watchlist

View Activity

Print

|  |  |                             |  |   |   |
|--|--|-----------------------------|--|---|---|
| Master Shipment Ref #<br>TNS-LCL-DOORD-SCI7PP2232616170        | Container ID<br>PPEU1626270  | Payment Method<br>CC        | Incoterms<br>EXW                               | Mode<br>LCL                             | Service Type<br>CFS/CFS   |
| Planned Delivery Date<br>20-Sep-2023 02:00                     | Estimated Delivery Date<br>23-Sep-2023 18:07<br>DIM 290 20h 30m over | Actual Delivery Date<br>--- | Country Of Origin<br>CN                        | Country Of Destination<br>United States | Departure Port / Terminal<br>Dandong Pt / Dandong Multipurpose Terminal |
| Arrival Port / Terminal<br>Long Beach / SSA Terminals - Pier A | CutOff Date<br>23-Nov-2023   | Earliest Return Date<br>--- | Documentation CutOff Date<br>---               | Container Loaded<br>No                  | Customer Name<br>---  |
| Cargo Ready Date<br>---  | Transshipment<br>Yes   | Last Free Date<br>---       | Planned / Actual Transit Time<br>40D 13H / --- | Carbon Emission<br>---                  |   |

The **Shipment Details** page displays the following action buttons in the top right corner:

| Action Button           | Description  |
|-------------------------|--|
| Report Event/ Exception | Notify any issues or exceptions related to the shipment.     |
| Add to Watchlist        | Monitor the shipment closely for updates and changes.        |
| View Activity           | Displays all the activities that the shipment has undergone. |
| Print                   | Print the details associated with the shipment.              |

If the user wants to view all the specific details of an individual shipment, just double-click on the shipment number on the **Shipment Summary** page.

The **Shipment Details** page has the following information:

**Table 3. Shipment Details Field Level Description Table**

| Field                | Description   |
|----------------------|---|
| Master Shipment Ref# | The unique reference number that identifies the shipment.   |
| Container ID         | A unique sequence of 4 letters and 6-7 numbers displayed on the top right part of the container door.   |
| Payment Method       | The available payment methods: Prepaid, Collect, Third Party, Non-Revenue, Company Material.  |
| Incoterm             | A set of 11 rules issued by the International Chamber of Commerce (ICC) that define the responsibilities of sellers and buyers in international transactions. |
| Mode                 | The mode of shipment.   |
| Service Type         | The selected service type. Available options: <ul style="list-style-type: none"> <li>• CY (Container Yard) to Door</li> <li>• Door to CY</li> </ul>           |

**Table 3. Shipment Details Field Level Description Table (continued)**

| Field                     | Description  |
|---------------------------|--|
|                           | <ul style="list-style-type: none"> <li>• Door to Door</li> <li>• CY to CY</li> </ul>           |
| Latest Event              | The details of the most recent event reported.   |
| Planned Delivery Date     | The scheduled delivery date.   |
| Estimated Delivery Date   | The estimated delivery date and whether it is on time or delayed.                              |
| Country Of Origin         | The country where the shipment originated.   |
| Country Of Destination    | The destination country of the shipment.   |
| Departure Port/Terminal   | The port and terminal where the shipment departs from the origin country.                      |
| Arrival Port/Terminal     | The port and terminal where the shipment arrives in the destination country.                   |
| Cut Off Date              | The deadline for delivering the shipment.  |
| Load Type                 | The type of goods being carried.   |
| Cargo Ready Date          | The date when the shipment can be picked up from the shipper.                                  |
| Transshipment             | Information about multiple carriers involved in the transportation.                            |
| Last Free Date            | The last date before charges apply.  |
| Documentation CutOff Date | The expected date by which the necessary documentation for export or import needs to be ready. |
| Earliest Return Date      | The earliest date an export container can be delivered to its terminal.                        |
| Actual Transit Time       | The time taken for the shipment to travel between the first and last stops.                    |

## 4.2. Milestones

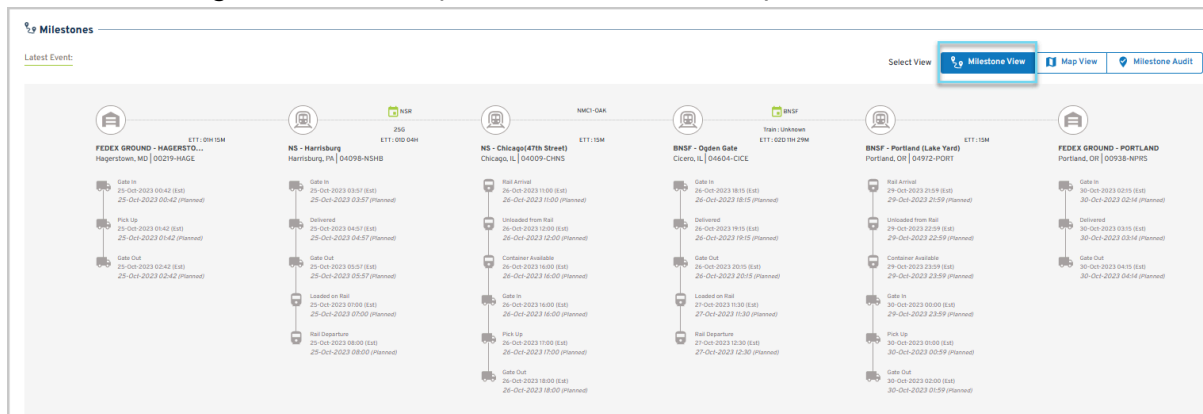
Milestones in the supply chain and logistics domain represent completed shipment events such as pickup, arrival, loading, and delivery. They serve as significant steps in the process, allowing stakeholders to track progress, identify delays, and provide a historical record for analysis and future planning.

There are three views available in the **Milestones** section:

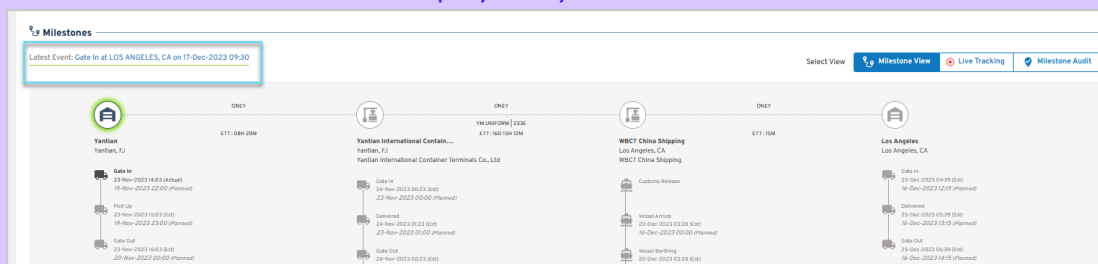
- Milestones View
- Live Tracking View
- Milestone Audit

### 4.2.1. Milestones View

This view shows the step-by-step process of the shipment transition. It displays the origin and destination locations, load and unload information, departure and arrival details including estimated and planned dates, months, years, and times.



**Note:** The **Latest Event** field displays only the Actual Events.





**Note:** The feeder port's Country of Origin is now visible on the **Milestones** section of the **Shipment Details** page .



**Note:** A calendar icon is available for the Rail mode. Whenever a schedule is picked up from the rail carrier, a calendar icon is displayed. Upon clicking the icon, a message is displayed indicating that the schedules are picked. A green icon indicates that the schedules are picked, and a red icon indicates that no schedules are found.

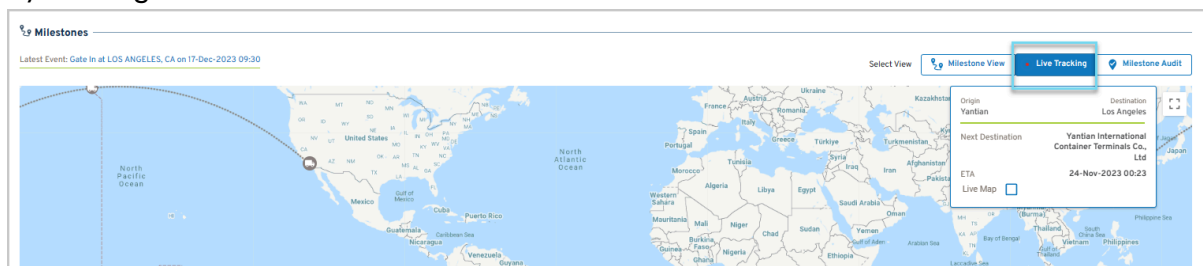
The table below shows the ETA calculations for Air Shipment milestones displayed in the Visibility Milestone View:

**Table 4. ETA Calculation Table**

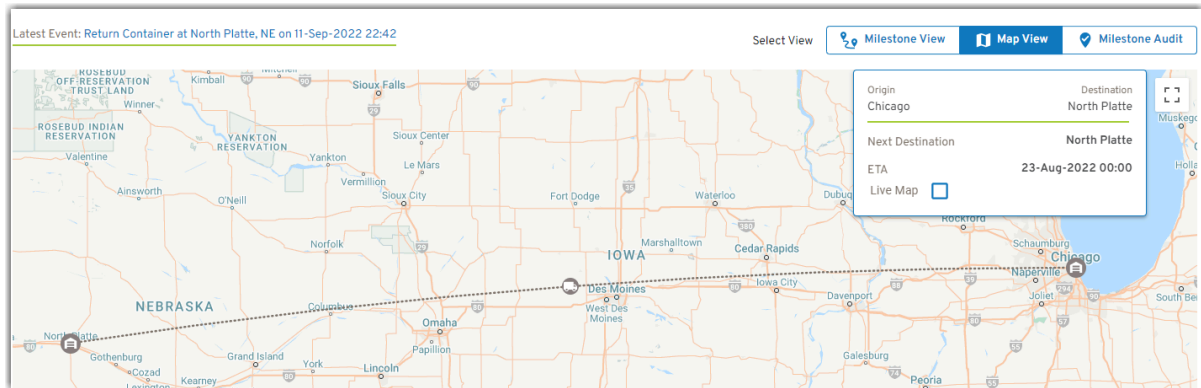
| Origin Airport   | Destination Airport  |
|--|--|
| Truck Arrival ( $X3 = X2 + \text{Transit Time From Dist-Time Service}$ )   | Flight Arrival ( $X6 = \text{Calculate using Flight Schedule. If not, then } X5 + \text{Transit Time}$ ) |
| On Hand = ( $X3 + 2 \text{ Hours}$ )   | Customs Release  |
| Customs Release  | Shed In ( $X6 + 4 \text{ Hours}$ )   |
| Shed Out ( $X5 - 45 \text{ Minutes}$ )   | Truck Departure (= Shed Out)   |
| Flight Departure ( $X5 = \text{Comes from Flight Schedule. If the Flight Schedule is not available, then "X3 + Max(Min Export Dwell, Min Loading Time)". If Export Dwell and Loading Time are not configured, then "X3 + 9 Hours".}$ ) |  |

## 4.2.2. Live Tracking

This view provides live tracking of the shipment transition in a map view. The **Live Tracking** section displays the shipment status along with the origin and destination locations, and ETA dates, months, years, and times. Users can also zoom in and zoom out by clicking on the + and – icons.



Users can track drayage (truck shipments) in real time, in addition to AIS vessel details.



### 4.2.3. Milestone Audit

The **Milestone Audit** view shows the latest milestones. Users can use this view to keep track of shipments and stay informed about any updates to the milestones.

Latest Event: Gate In at LOS ANGELES, CA on 17-Dec-2023 09:30

Select View: Milestone View | Live Tracking | **Milestone Audit**

0 Selected **Compare**

| <input type="checkbox"/> | Event             | Date              | Reported Date (UTC) | Location           | Publisher |
|--------------------------|-------------------|-------------------|---------------------|--------------------|-----------|
| <input type="checkbox"/> | Create Milestones | 24-Nov-2023 06:06 | 24-Nov-2023 06:06   |                    | ASN       |
| <input type="checkbox"/> | Create Milestones | 24-Nov-2023 06:21 | 24-Nov-2023 06:21   |                    |           |
| <input type="checkbox"/> | Gate In           | 23-Nov-2023 19:33 | 24-Nov-2023 06:27   | YANTIAN, GUANGDONG | ONE       |
| <input type="checkbox"/> | Event             | 30-Nov-2023 05:31 | 24-Nov-2023 06:27   | YANTIAN, GUANGDONG | ONE       |
| <input type="checkbox"/> | Event             | 30-Nov-2023 05:31 | 24-Nov-2023 06:27   | YANTIAN, GUANGDONG | ONE       |
| <input type="checkbox"/> | Event             | 16-Dec-2023 19:30 | 24-Nov-2023 06:27   | LOS ANGELES, CA    | ONE       |

When users click on the **Milestone Audit** view, they can see a list of events that have occurred. They can choose two events and click on the **Compare** button to receive a detailed analysis of the selected events.

Latest Event: Gate In at LOS ANGELES, CA on 17-Dec-2023 09:30

Select View: Milestone View | Live Tracking | **Milestone Audit**

2 Selected **Compare**

| <input type="checkbox"/>            | Event             | Date              | Reported Date (UTC) | Location           | Publisher |
|-------------------------------------|-------------------|-------------------|---------------------|--------------------|-----------|
| <input checked="" type="checkbox"/> | Create Milestones | 24-Nov-2023 06:06 | 24-Nov-2023 06:06   |                    | ASN       |
| <input checked="" type="checkbox"/> | Create Milestones | 24-Nov-2023 06:21 | 24-Nov-2023 06:21   |                    |           |
| <input type="checkbox"/>            | Gate In           | 23-Nov-2023 19:33 | 24-Nov-2023 06:27   | YANTIAN, GUANGDONG | ONE       |
| <input type="checkbox"/>            | Event             | 30-Nov-2023 05:31 | 24-Nov-2023 06:27   | YANTIAN, GUANGDONG | ONE       |
| <input type="checkbox"/>            | Event             | 30-Nov-2023 05:31 | 24-Nov-2023 06:27   | YANTIAN, GUANGDONG | ONE       |

**Create Milestones**  
Reported on : 24-Nov-2023 06:21

**Yantian Yantian, FJ** Updated

- Gate In
  - 02-Dec-2023 20:26 (Est)
  - 19-Nov-2023 22:00 (Planned)
- Pick Up
  - 02-Dec-2023 21:26 (Est)
  - 19-Nov-2023 23:00 (Planned)
- Gate Out
  - 02-Dec-2023 22:26 (Est)
  - 20-Nov-2023 00:00 (Planned)

**Create Milestones**  
Reported on : 24-Nov-2023 06:06

**Yantian Yantian, FJ**

- Gate In
  - 19-Nov-2023 23:00 (Est)
  - 19-Nov-2023 22:00 (Planned)
- Pick Up
  - 20-Nov-2023 00:00 (Est)
  - 19-Nov-2023 23:00 (Planned)
- Gate Out
  - 20-Nov-2023 01:00 (Est)
  - 20-Nov-2023 00:00 (Planned)

**Yantian International Container Terminals Co., Ltd Yantian, FJ** Updated

- Gate In
  - 03-Dec-2023 06:46 (Est)
  - 23-Nov-2023 00:00 (Planned)
- Delivered
  - 03-Dec-2023 07:46 (Est)
  - 23-Nov-2023 01:00 (Planned)
- Gate Out
  - 03-Dec-2023 08:46 (Est)
  - 23-Nov-2023 02:00 (Planned)
- Container Load
  - 04-Dec-2023 01:15 (Est)
  - 29-Nov-2023 21:00 (Planned)
- Vessel Departure

**Yantian International Container Terminals Co., Ltd Yantian, FJ**

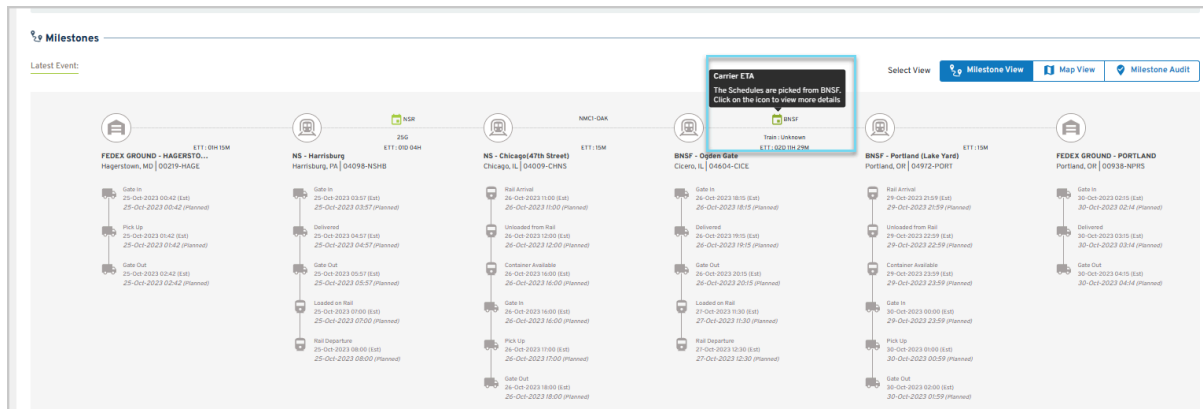
- Gate In
  - 23-Nov-2023 00:00 (Est)
  - 23-Nov-2023 00:00 (Planned)
- Delivered
  - 23-Nov-2023 01:00 (Est)
  - 23-Nov-2023 01:00 (Planned)
- Gate Out
  - 23-Nov-2023 02:00 (Est)
  - 23-Nov-2023 02:00 (Planned)
- Container Load
  - 29-Nov-2023 21:00 (Est)
  - 29-Nov-2023 21:00 (Planned)
- Vessel Departure



**Note:** Only two events can be selected for comparison.

#### 4.2.4. Rail Mode- Milestones

A calendar icon is available for the Rail mode. Whenever a schedule is picked up from the rail carrier, a calendar icon is displayed. Upon clicking the icon, a message is displayed indicating that the schedules are picked. A green icon indicates that the schedules are picked, and a red icon indicates that no schedules are found.



### 4.3. Unit Details

This option allows users to view and access comprehensive details about the package, such as the quantity of cartons, gross weight, and other dimensions.

Users can find the following options in the unit details:

| Unit Details          |                               |            |                                |                  |
|-----------------------|-------------------------------|------------|--------------------------------|------------------|
| Container ID          | Equipment Type                | Seal #     | Gross Weight                   | Tare Weight      |
| PREU1826217           | 45R1                          | PRZ1826217 | 897.32 KG                      | - - -            |
| Net Weight            | Special Handling Instructions | Hazmat     | Empty                          | Volume           |
| - - -                 | - - -                         | No         | - - -                          | 1.42 Cubic Meter |
| Equipment Description | Load Type                     | Pieces     | Freight Description            | UN Number        |
| - - -                 | LCL                           | 93         | C-POLE ARMATURE 93CTNS=1PALLET | - - -            |
| Hazmat Class          | Packaging Group               | - - -      | - - -                          | - - -            |

**Table 5. Unit Details Field Description Table**

| Field Name     | Description  |
|----------------|--|
| Container ID   | A unique identification number is assigned to a shipping container used for transporting goods via sea, rail, or road. This identification number is used to track the container as it moves through the supply chain from origin to destination.  |
| Equipment Type | The type of container or equipment is being used to transport goods. This field provides information on the physical characteristics of the container, such as its size, shape, and capacity, and it is used to ensure that the container is suitable for the type of cargo being transported. |
| Seal #         | A reference number is mentioned in the shipment seal.  |



**Table 5. Unit Details Field Description Table (continued)**

| Field Name                    | Description  |
|-------------------------------|--|
| Gross Weight                  | Refers to the total weight of a shipment, including the weight of the goods and any packaging, pallets, or containers used to transport the goods.   |
| Tare Weight                   | Refers to the weight of an empty container or vehicle used for transporting goods. This weight includes the weight of the container or vehicle itself, as well as any other equipment or accessories that are typically used in the transportation process, such as chassis or trailers.   |
| Net Weight                    | Refers to the weight of the goods being shipped without including the weight of the packaging or the container. It is the weight of the goods themselves, and it is often expressed in kilograms or pounds.  |
| Special Handling Instructions | Refers to any specific instructions or requirements for the handling, storage, or transportation of a particular shipment. These instructions could relate to the nature of the goods being shipped, the mode of transportation, or any other unique circumstances that require special attention.   |
| Hazmat                        | Refers to hazardous materials that are being transported as part of a shipment. Hazardous materials are substances or items that pose a risk to health, safety, or the environment, and they require special handling and transportation precautions to ensure their safe delivery.  |
| Hazmat Class                  | Typically represented by a number from 1 to 9 and a corresponding label or name. Each class represents a different type of hazard, such as explosives, gases, flammable liquids, toxic substances, and radioactive materials. These classifications are standardized by the United Nations (UN) and are used worldwide for the safe transportation of hazardous materials. |
| Empty                         | This field is typically marked as either "Yes" or "No" to indicate whether the container is empty or has cargo loaded inside.  |
| Pieces                        | Refers to the number of individual units or packages that are being transported within a shipment. This field is typically used to indicate the quantity of goods being shipped, and it is an essential piece of information for managing inventory and logistics operations.  |

**Table 5. Unit Details Field Description Table (continued)**

| Field Name            | Description   |
|-----------------------|---|
| Freight Description   | Refers to a written description of the goods being transported. This description provides important information about the type of products or materials being shipped, their quantity, weight, and dimensions, as well as any special handling or storage requirements.   |
| UN Number             | The UN Number is typically four digits long and is accompanied by a proper shipping name, hazard class, and packing group. It is a critical piece of information that must be provided on shipping documents, including bills of lading, in order to comply with regulations and ensure the safe transportation of hazardous materials. |
| Volume                | Refers to the amount of space occupied by the goods being transported in a given container or shipment. Volume is usually measured in cubic meters (m <sup>3</sup> ) or cubic feet (ft <sup>3</sup> ).  |
| Equipment Description | Refers to a description of the type of equipment being used to transport goods. This field is particularly important for inter-modal transportation where goods may be transported by multiple modes of transport, such as sea, rail, or road.  |
| Load Type             | Refers to the type of cargo or goods being transported in a particular shipment. This field is used to provide important information about the nature of the cargo, which can help to determine how it should be loaded, secured, and transported.  |
| Packaging Group       | Refers to a classification system that is used to identify the level of risk associated with transporting hazardous materials. The Packaging Group is determined by the degree of danger presented by the material being shipped, as well as the type of packaging used to transport it.  |
| Equipment Type        | Specifies the specific type of transportation equipment used for shipping goods.  |
| Equipment Class       | Indicates the class and features of the transportation equipment  |
| Container Loaded      | This field facilitates the user to understand whether the shipment is loaded or not. Users can view a "Yes" indication if the container is loaded or a "No" indication if it is not loaded  |

## 4.4. References

The **References** section contains essential details such as the BOL (Bill of Lading), Import File number, and House Bill Number.

To find more information about reference fields, refer to the table below:

**Table 6. References Field Level Description Table**

| Field                      | Description   |
|----------------------------|---|
| Master Bill of Lading      | The Master Bill of Lading is a document issued by the carrier that represents the contract of carriage between the shipper and the carrier. |
| House Bill Number          | The reference number assigned to the house bill.  |
| Import File Number         | The file number assigned to the imported shipment.  |
| Consignee Reference Number | The reference number assigned to the consignee.   |
| Booking Number             | The reference number assigned to the booking.   |
| Origin Reference           | The reference number for the origin port or country.  |
| License Plate Number       | The number on the license plate of the vehicle or vessel used for shipment transportation.  |
| Shipper Code               | The code assigned to the shipper for reference.   |
| Pickup Number              | The reference number assigned to the pickup.  |

## 4.5. Exceptions and Alerts

Exceptions and Alerts are reported when there is a delay, early arrival, or departure. These can be identified by a red **Exclamation Sign** on the **Milestone** view.

**Alert:** An alert is a notification from the system that warns you about abnormalities before they occur.

**Exception:** An exception refers to abnormalities in events that are notified by the system after the event has occurred.

**Table 7. Source and Event Table**

| Source | Description                          |
|--------|--------------------------------------|
| Type   | Type of the event that has occurred. |

**Table 7. Source and Event Table (continued)**

| Source          | Description  |
|-----------------|--|
| Location        | Place where the event has taken place.                                 |
| Category        | Category to which the event belongs.                                   |
| Date Planned    | Date when the event was scheduled.                                     |
| Date Recognized | Date when the event actually happened.                                 |
| Status          | Indicates the current status of the event (Open/In Progress/Resolved). |

## 4.6. Events

The **Events** section is crucial for Visibility as it includes vital information such as the event name, carrier name, location of the event, event date, and the source company for the event.

Once the source reports the actual event, it displays the event in the events section and replaces the ETA in the milestone section. Planned events are static and never change.

| Events           |         |             |                   |        |
|------------------|---------|-------------|-------------------|--------|
| Milestone Events |         |             |                   |        |
| Event            | Carrier | Location    | Date ↓            | Source |
| Vessel Arrival   | MAEU    | Los Angeles | 09-Nov-2021 00:00 | OUSA   |
| Vessel Departure | MAEU    | Shanghai    | 16-Oct-2021 00:00 | OUSA   |
| Vessel Departure | MAEU    | Shanghai,31 | 15-Oct-2021 00:00 | OUSA   |
| Available Date   |         | Fuzhou      | 06-May-2021 00:00 |        |
| Booking Date     |         | Fuzhou      | 06-May-2021 00:00 |        |
| Booking Date     |         | Fuzhou      | 06-May-2021 00:00 |        |
| Available Date   |         | Fuzhou      | 06-May-2021 00:00 |        |

The Rail leg, highlighted in green, indicates that the most recent reported event is the *Rail Arrival*.

**Table 8. Event and Source Type Table**

| Event    | Description   |
|----------|---|
| Carrier  | The carrier used in the particular shipment transportation event. |
| Location | The location of the event.  |
| Date     | The date of the event.  |

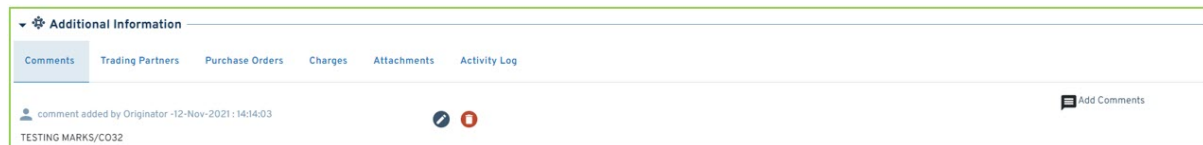
**Table 8. Event and Source Type Table (continued)**

| Event  | Description              |
|--------|--------------------------|
| Source | The source of the event. |

## 4.7. Additional Information

The **Additional Information** section provides the capability to add comments and view the activity log.

This section contains important information about the **Trading Partners, Purchase Orders, Charges, and Attachments** that are connected to the shipment.



For more information, refer to the table below:

**Table 9. Additional Information Field Level Description Table**

| Field            | Description   |
|------------------|---|
| Comments         | Comments are provided regarding the shipment.   |
| Trading Partners | A trading partner is a person, organization, or country with whom a business customarily engages. They can be a shipper, motor carrier, consignee, etc. This section includes all the details of trading partners, such as the code, name, address, type, and type name.  |
| Purchase Orders  | A purchase order is a commercial document and the first official offer issued by a buyer to a seller indicating the desired type, quantity, and agreed cost for products or services. Purchase orders are a part of order management, where all the order details, such as the PO number and SKU unit, are tracked. |
| Charges          | The charges section contains all the invoice details along with their status.   |
| Attachments      | You can attach any additional documents for the shipment using this option, such as an invoice or house airway bill.  |
| Activity Log     | The activity log is a file that records information about all the activities that have occurred.  |