

Raging Wolf Solutions, LLC

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BlueJay Tutorial

At this time, only a few customers use the BlueJay TMS system. When you see a subject line that starts with "Spot Market Load TMS ID..." follow the steps below to process.

Accepting Loads

- 1. After negotiations and customer approval, highlight and copy the number adjacent to "TMS ID" and go to BlueJay.
- 2. Login using the credentials found here, and locate the tab "Accept Loads."
- 3. In the "TMS ID(s)" fields, type or paste the TMS ID and press enter or click "Search."
- 4. When the load populates, select the checkbox on the right, under the "Accept" column, then "Continue."

Close Loads

To close a completed/delivered load, follow steps 1-3 above, then continue below (except in step 2, select the "Close Loads" tab.)

4. When the load appears, select the correct Arrival & Departure dates by clicking the mini calendar, as well as a time, then click "Save."

Quoting a Load

Follow these steps to quote a customer through BlueJay.

- 1. Repeat Step 1 above.
- 2. After logging in, click the "Spot Market" tab and type/paste the TMS ID into the correct field and click "Search."
- 3. Locate the checkbox on the right of the corresponding TMS number and check it, then click the "Action" dropdown and select "Make Offer" then "Go."
- 4. In the pop-up that follows, scroll all the way down, fill in the "Offer Amount" and click the mini calendar, choose the next day, then "Make Offer."

If you need further assistance, you can watch the video here, or speak to your manager.