

Ship Max - User Manual

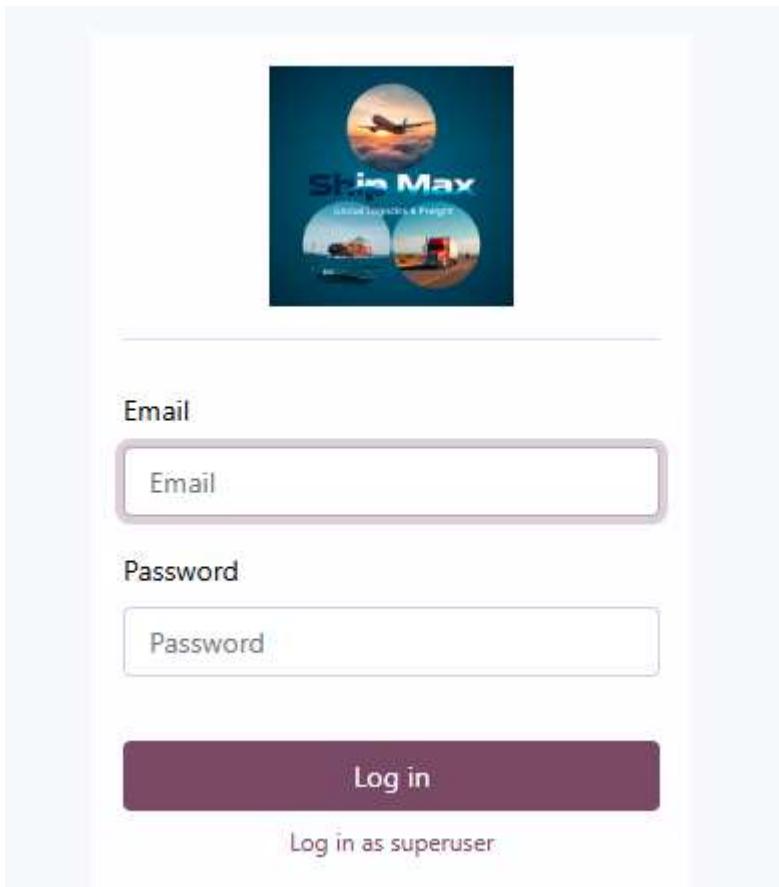
Application Link : <http://64.227.185.29:8069/web/login>

User name : demo

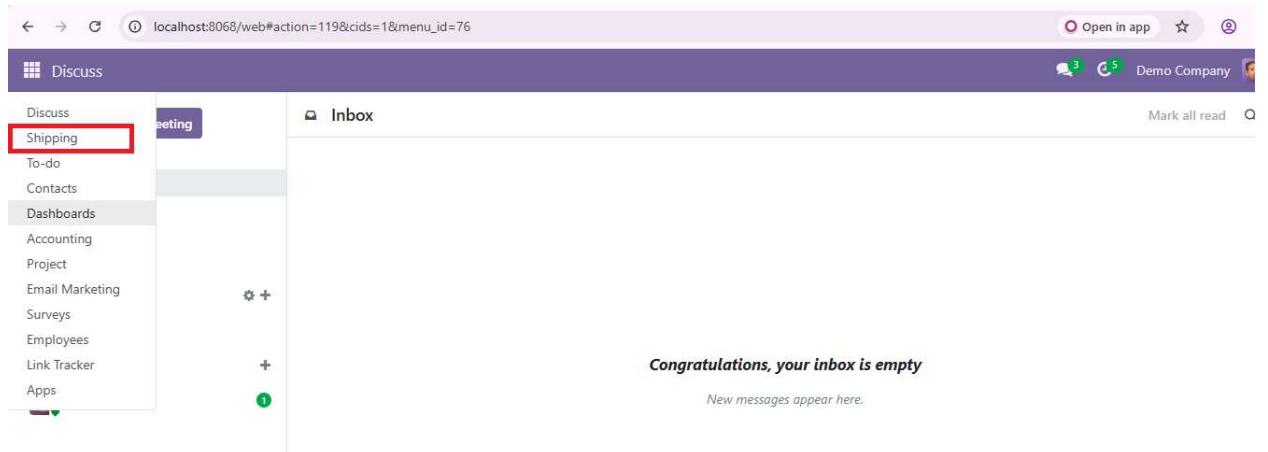
Password : demo123

1. Login

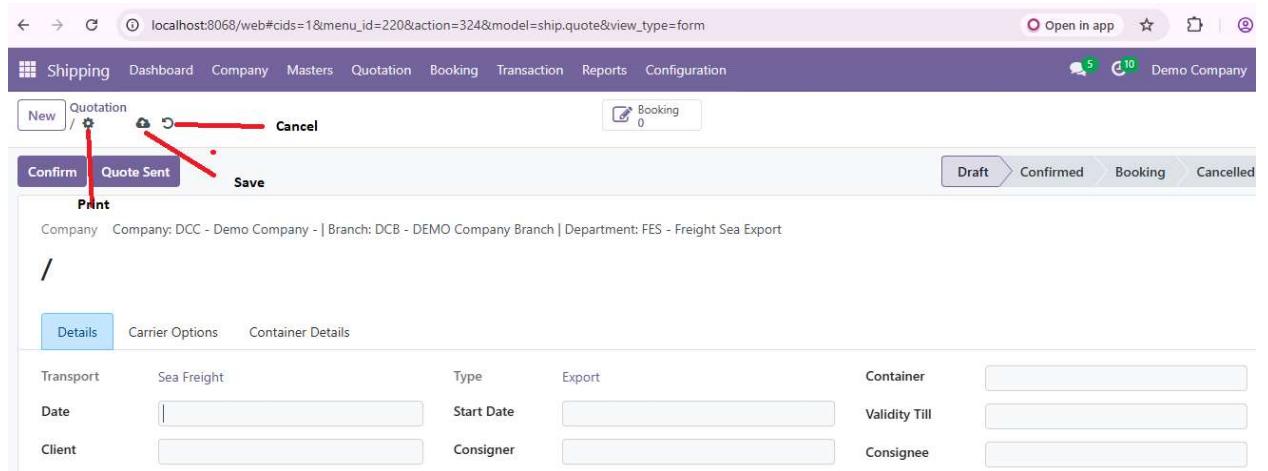
Log in to the system with your username and password



2. Application Selection

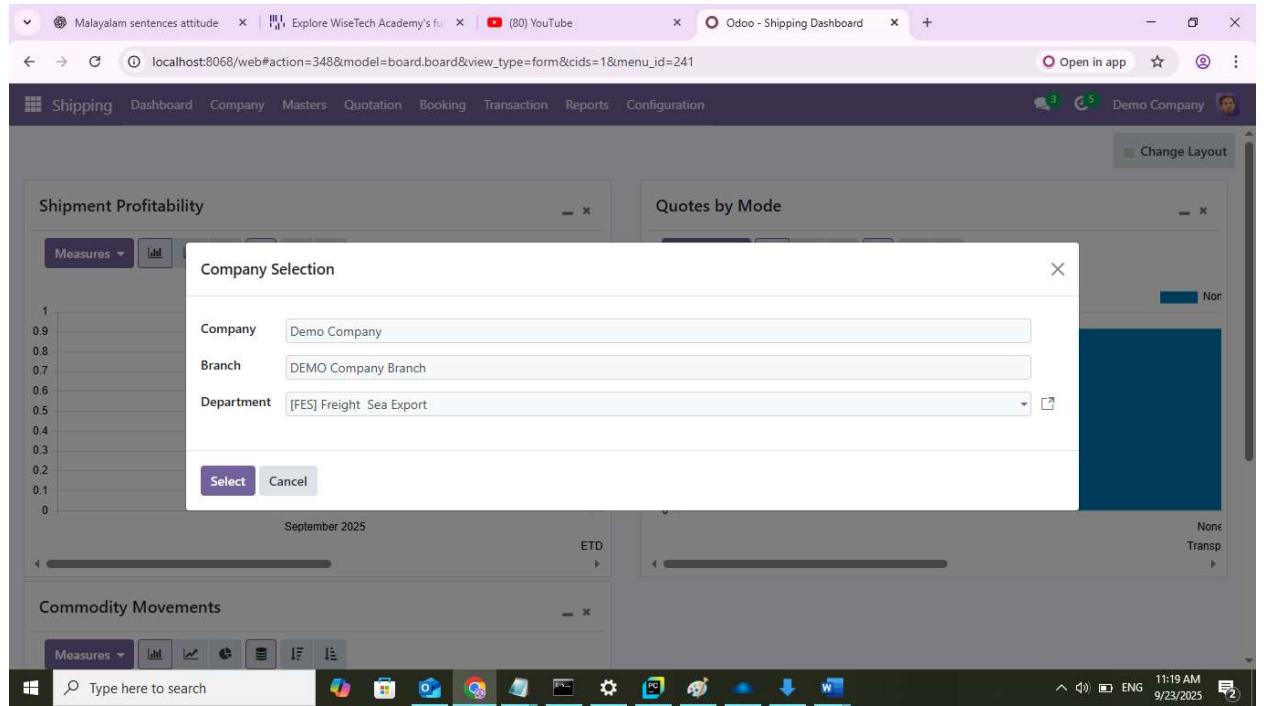


3. Form Saving Icons



4. Company Selection

The user must select their company, branch, and department before starting a transaction from company selection menu. This selection is user-specific and will remain automatically populated until the user changes the branch or department. For all transactions, these details will be auto-filled whenever the user creates a new entry.

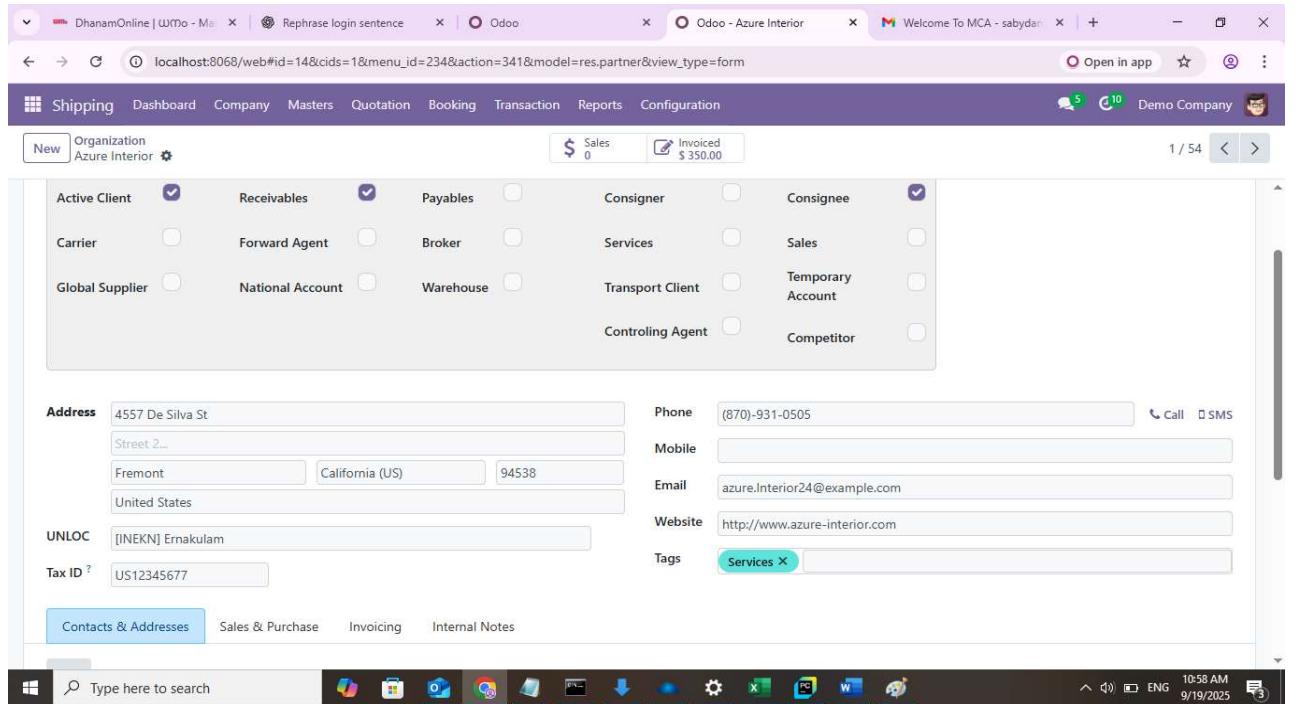


Pre requisite data for the software

5. Organization creation

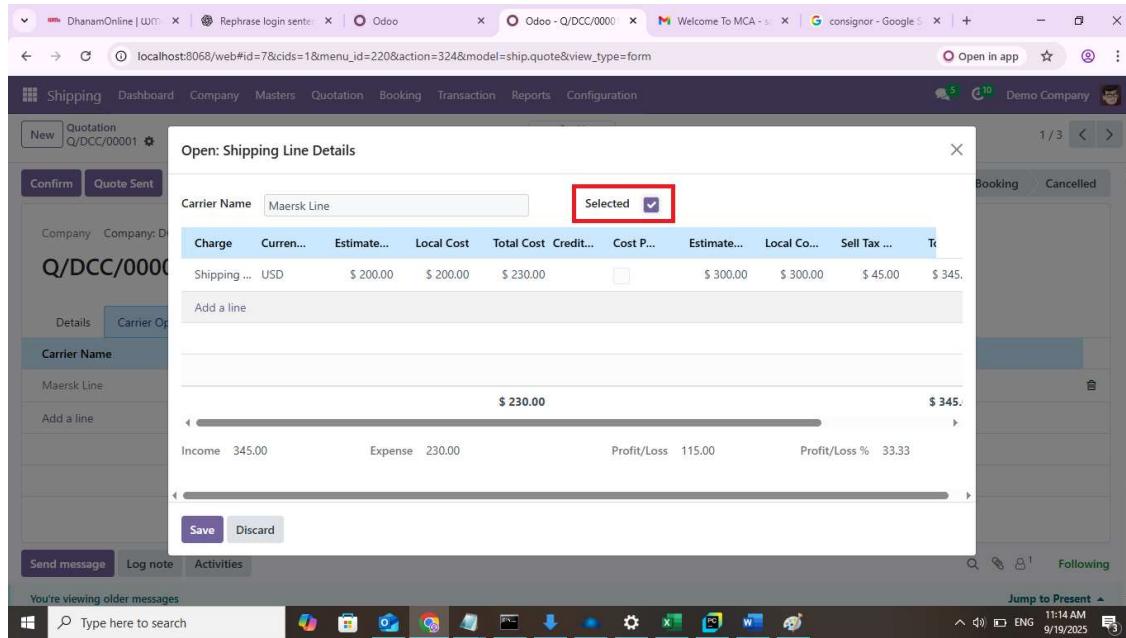
Meu Path : Masters → Organization

Set up organization types like Customer, Vendor, Consignee, Consignor, and Forwarding Agent. During transaction entry, the user can select an organization based on the chosen type.

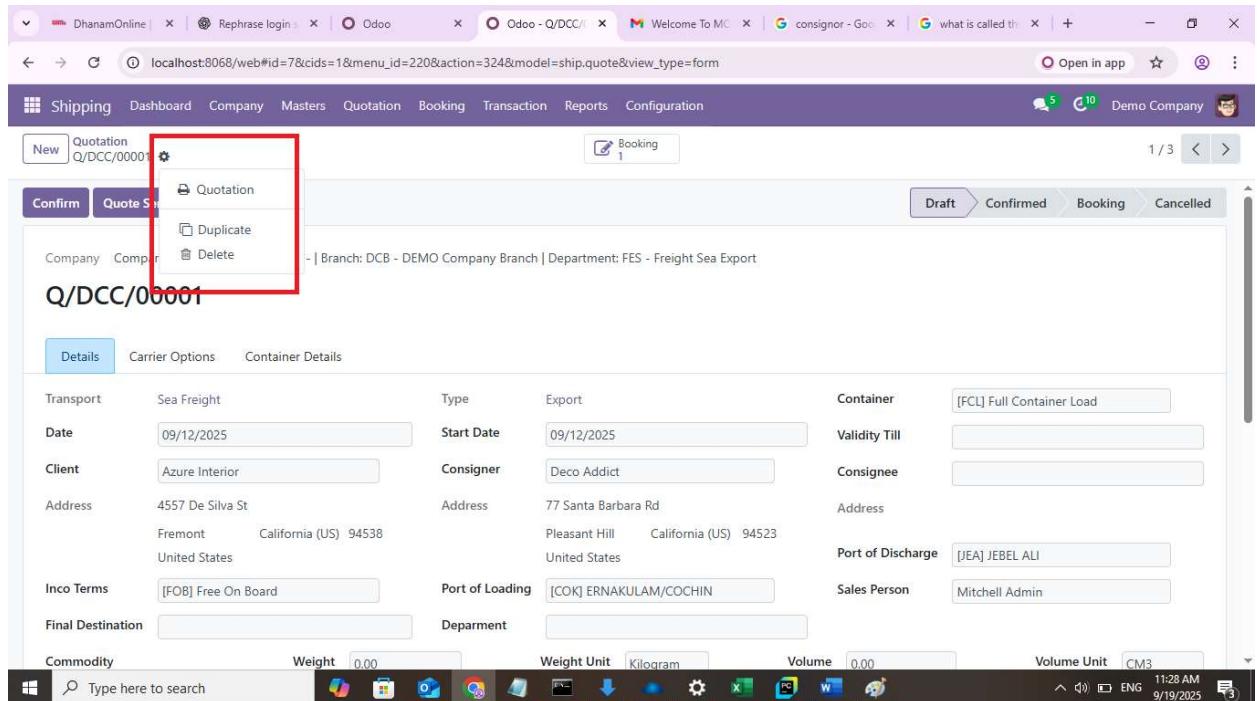


6. Quotation Entry

"In the Quotation entry, there are three tabs: *Details*, *Carrier Options*, and *Container Details*. Under the *Carrier Options* tab, the system allows entering multiple carriers along with their charge details. A selection option is available to finalize the quote. Once the customer confirms the quotation, the user must select the carrier chosen by the customer by enabling the *Select* button. Without this selection, the finalized quote will not be carried forward to the Booking entry.



The quotation can be printed from the Quotation entry using the gear icon



7. Booking Entry

Once the quote charges are finalized, the user must confirm the quote by pressing the Confirm button. After confirmation, the fields can no longer be

edited. A *Booking* button will then appear. The booking can be created either by pressing the *Booking* button or by selecting the booking option from the menu. On the booking screen, the user can select the quote, which will automatically retrieve all quote details into the booking entry. The user can then complete the booking details related to the quote and proceed to the shipment entry.

8. Shipment Entry

Similar to booking, a *Create Shipment* button will be enabled for creating the shipment

The screenshot shows a web browser window with multiple tabs open, including 'DhanamOnline', 'Rephrase login', 'Odoo - SH/DCC', 'Welcome To MC...', 'consignor - Go...', and 'what is called th...'. The main content area displays the Odoo Shipment Entry interface. At the top, there's a navigation bar with 'Shipping', 'Dashboard', 'Company', 'Masters', 'Quotation', 'Booking', 'Transaction', 'Reports', and 'Configuration'. Below the navigation bar, a toolbar has 'New' and 'Booking SH/DCC/DCB/00001' buttons, and a search bar with 'Shipment' and '0' results. A progress bar at the top right indicates '1 / 2' and shows steps 'Create Shipment', 'Draft', 'Confirmed', 'Shipment', and 'Cancel'. The main form is titled 'SH/DCC/DCB/00001' and includes fields for 'Company' (Company: DCC - Demo Company | Branch: DCB - DEMO Company Branch | Department: FES - Freight Sea Export), 'Quote No' (Q/DCC/00001), and tabs for 'Details', 'Cargo Details', 'Charges', and 'Booking Details'. The 'Details' tab is selected and shows transport information: 'Sea Freight' (Type: Export, Department: [FES] Freight Sea Export). Other fields include 'Date' (09/12/2025), 'Client' (Azure Interior), 'Address' (4557 De Silva St, Fremont, California (US) 94538, United States), 'Inco Terms' ([FOB] Free On Board), 'Port of Loading' ([COK] ERNAKULAM/COCHIN), and 'Port of Discharge' ([JEA] JEBEL ALI). The bottom of the screen shows a Windows taskbar with various icons and system status.

From the Shipment entry, the HBL can be printed by clicking the gear icon.

9. Job Order

A Job Order is equivalent to a consol, where multiple shipments for the same route can be combined. In this Job entry, the required shipments are selected, and the system automatically populates all the information from the shipment data

DhanamOnline | X | Rephrase login | X | Odoo | Odoo - JO/DCC | Welcome To MC | consignor - Go | what is called th | + | - | Open in app | Demo Company |

localhost:8068/web#id=1&cids=1&menu_id=224&action=329&model=ship.joborder&view_type=form

Shipping Dashboard Company Masters Quotation Booking Transaction Reports Configuration

New Job Order JO/DCC/DCB/00001 Shipment 1 1 / 1 < >

Closed Draft Confirmed Closed Cancelled

Company: DCC - Demo Company - | Branch: DCB - DEMO Company Branch | Department: FES - Freight Sea Export

JO/DCC/DCB/00001

General Additional Details Cargo Details Shipment Details

Shipment	Type	Transport	Mo...	Date	Customer	Port of Load	Port of Discharge	Income	Expense	Profit/Loss	Profit/Loss %	Status
SH/DCC/DCB/...	Export	Sea Freight		09/03/2025	Azure Interi...	[COK] ERNAKULA...	[JEA] JEBEL ALI	322.00	322.00	0.00	0.00	Confirmed
Add a line												
— — —												

localhost:8068/web# Log note Activities

Type here to search

Windows Start button Taskbar icons Search bar System tray: 11:37 AM, ENG, 9/19/2025, Notifications