

# *Dubai Trade*

## *CargoWaves Services: BCO's Order Journey Manual*

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## Document version.

Date	Version Number	Author	Document Changes
8 <sup>th</sup> April 2024	1.0		1 <sup>st</sup> Version
19 <sup>th</sup> August 2024	2.0		2 <sup>nd</sup> Version

# Introduction

CargoWaves services aim to streamline containerized transportation coordination by offering stakeholders end-to-end process execution from a single platform. With our CargoWaves services, BCOs (**Beneficiary Cargo Owners**), Shippers, Importers, Clearing & Forwarding Agents, and Shipping Agents gain valuable insights into the execution of containerized movements by their nominated Hauliers.

## Key Benefits for Users

1. **Elimination of Offline Coordination:** Say goodbye to the hassle of offline coordination. Our platform centralizes the transportation process, reducing coordination efforts for all stakeholders.
2. **Automation and Transparency:** Achieve automation, transparency, and accuracy in the Haulier nomination process. Users gain visibility into available Preferred Slots and can assign transportation transactions to chosen Hauliers or manage them in-house.
3. **Efficient Asset Management:** For Hauliers, our platform offers efficient asset management and task allocation through a single window. Make informed decisions and enhance communication with stakeholders like Drivers, Port Operations Authorities, and Cargo Owners.
4. **Operational Efficiency:** Improve operational efficiency and reduce costs by consolidating multiple containers moves under a single E-token Preferred Slot. Our system assists in decision-making and highlights opportunities for consolidation.
5. **Flexibility and Adaptability:** Enjoy flexibility in managing assets allocated to E-token movements. Our platform allows for amendments and updates as needed, ensuring adaptability to changing requirements.

*CargoWaves services are designed to revolutionize the containerized transportation industry, offering efficiency, transparency, and ease of communication for all stakeholders involved.*

## List of Services

1. **Orders:** Our Orders service merges Haulier Nomination and E-token functionalities, catering to Cargo Owners, Agents, and Hauliers. This service streamlines offline activities and incorporates efficiency enhancements for seamless digitalization. The Service also provides Spot Booking service, offering express container transportation to BCOs, Shippers, Importers, Clearing & Forwarding Agents, and Shipping Agents, providing competitive transportation rates from the market.
2. **Trucking Management:** Trucking Management services facilitate the scheduling and execution of E-Token for containerized movements by Cargo Owners, Agents, and Hauliers.
3. **Driver Communication:** Driver Communication services establish real-time communication between Drivers and stakeholders involved in E-Token execution. Utilizing WhatsApp, Mobile App, and SMS communication channels, it ensures efficient coordination throughout the transportation process.

4. **Rate Management:** Haulier can manage their rate for Multiple Lane for containerized transportation and can provide visibility to BCOs via the "Market Recommendations" feature to proceed with Spot booking.
5. **Spot Procurement:** Spot Procurement service enables the procurement of containerized movement rates from the market and integrates them into the system for easy access.
6. **Trucking Invoicing:** Trucking Invoicing services cover basic invoicing needs, including generating invoices for completed Orders through Spot Booking and adding any additional charges as needed.

*These services collectively enhance efficiency, transparency, and communication within the containerized transportation process, benefiting all stakeholders involved.*

## Product User Information

### BCO / Shipper / Importer / Freezone Licensee

- Access to Orders, Trucking Management, and Trucking Invoicing services.
- Executes CargoWaves movements of Import/Export to/from the port.
- Treated as the Owner of Containerized Cargo.

### C & F Agent / Shipping Agent

- Access to Orders, Trucking Management, and Trucking Invoicing Services.
- Executes CargoWaves movements of Import/Export to/from the port on behalf of Cargo owners.
- Utilizes CargoWaves Services for container transportation.

### Haulier

- Access to Orders, Trucking Management, Rate Management, Spot Procurement, and Trucking Invoicing.
- Provides transportation service to BCOs, Shippers, Importers, C & F Agents, and Shipping Agents.
- Receives Haulier Nomination, schedules E-Token Preferred Slots, procures rates from the market, and provides invoicing for trucking services.

### Driver

- Utilizes driver communication services for performing trucking services.
- Communicates with Hauliers and Port Operations team.
- Accesses communication channels for efficient coordination.

**Note:** *Users have access to sub-services specific to their Persona type. Users with access to multiple Personas can switch between views accordingly.*

# Comprehensive Guide: How to Utilize CargoWaves Services Effectively As a BCO


BCO (Beneficiary Cargo Owner)

The BCO is the owner of containerized cargo with access to Orders, Trucking Management, and Trucking Invoicing services. They execute CargoWaves movements of import/export to/from the port, creating container orders from the containerized shipment.

**NOTE: BCO must make sure no preferred Haulier is assigned. If BCO has a preferred haulier, they must go to the service Cancel – Preferred Haulier and Cancel the Preferred Haulier**

Preferred Haulier Cancellation

Haulier Code	H00001
Haulier Name	DETROIT SHIPPING L.L.C

**NOTE: BCO must make sure Haulier is NOT assigned. Click  to remove the haulier. If BCO has a preferred haulier, they must go to the service Cancel – Preferred Haulier and Cancel the Preferred Haulier**

Documents and the Amounts

1 Document Search → 2 Compute Charges → 3 Confirm Charges

Bill Number	Container	Amount	Vat Am...	Total A...	Haulier
101-10102402-24	2	2283	0	2283	H00001

**DP World Payments second page should display NO Haulier**

Documents and the Amounts

1 Document Search → 2 Compute Charges → 3 Confirm Charges

Bill Number	Container	Amount	Vat Am...	Total A...	Haulier
101-10102402-24	2	2283	0	2283	

Total 2 2283 0 2283

Previous Next

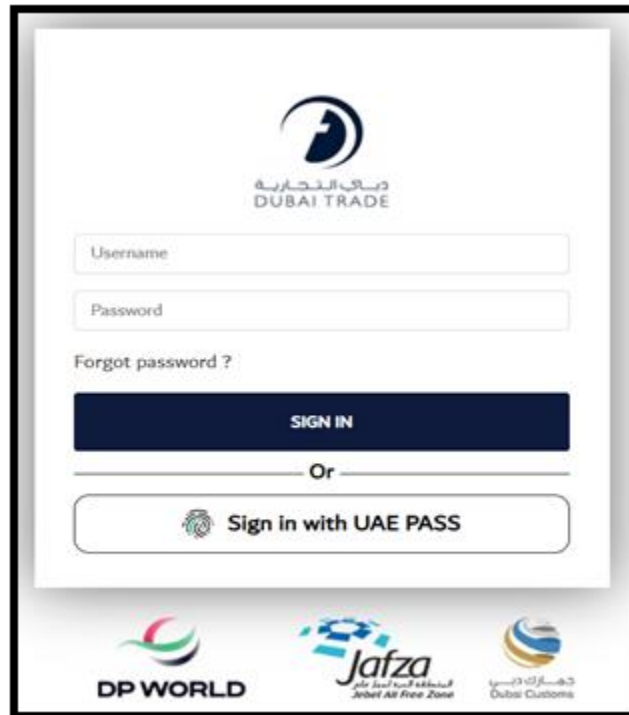
## BCO User Journey: Creating Transportation Orders

### Step1: - Accessing the Platform:

- User navigates to [www.dubaitrade.ae](http://www.dubaitrade.ae) :

### Step2: - Logging In:

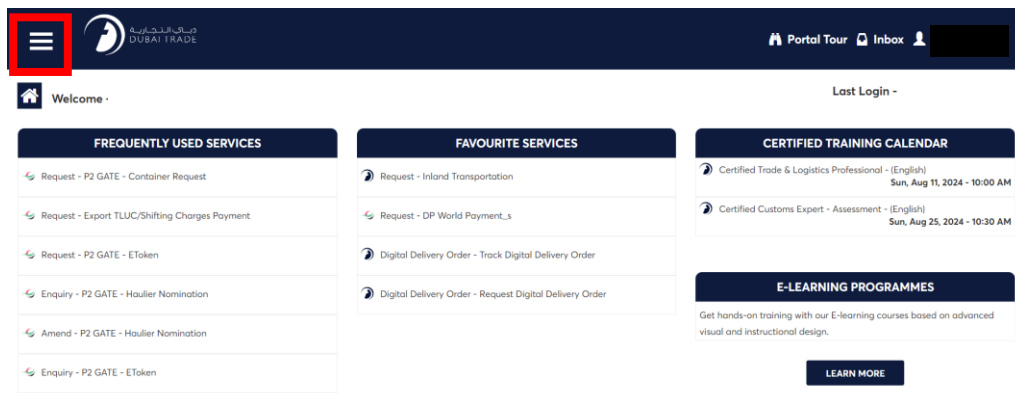
- BCO user logs in with **their BCO credentials**.
- Upon successful login, the user lands on the **main page**.



The image shows the login page of the Dubai Trade platform. At the top is the Dubai Trade logo. Below it are two input fields for 'Username' and 'Password'. A link for 'Forgot password?' is positioned below the password field. A dark blue 'SIGN IN' button is centered below the inputs. Below this button is the text 'Or' and a button for 'Sign in with UAE PASS' which includes a UAE PASS logo. At the bottom of the page are three logos: DP WORLD, Jafza (Jebel Ali Free Zone), and Dubai Customs.

### Step3: -Navigating to Service Selection:

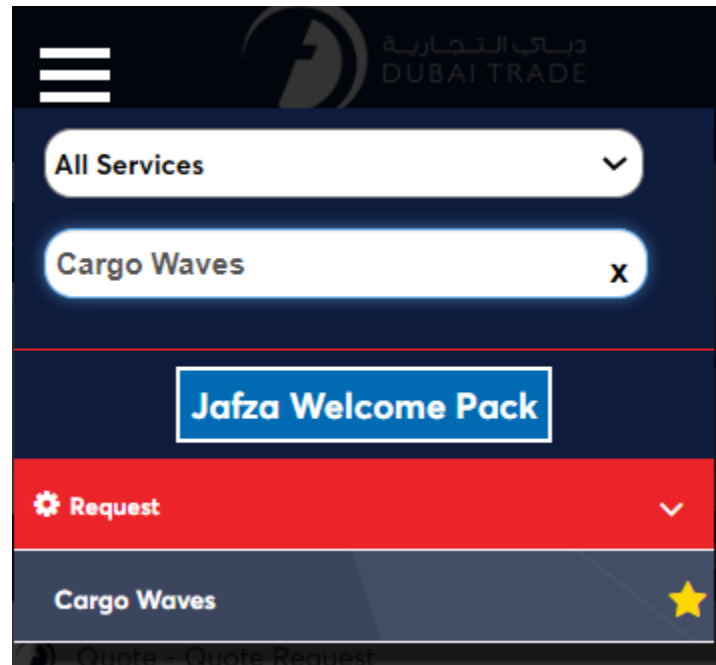
- User **clicks** on the **menu icon** to reveal the menu screen.



The image shows the main dashboard of the Dubai Trade platform. At the top is a dark blue header with the Dubai Trade logo on the left, and links for 'Portal Tour', 'Inbox', and a user profile icon on the right. A red box highlights the menu icon (three horizontal lines) in the top left corner. Below the header is a 'Welcome' message. The main content area is divided into three columns. The first column, 'FREQUENTLY USED SERVICES', lists: 'Request - P2 GATE - Container Request', 'Request - Export TLUC/Shifting Charges Payment', 'Request - P2 GATE - EToken', 'Enquiry - P2 GATE - Haulier Nomination', 'Amend - P2 GATE - Haulier Nomination', and 'Enquiry - P2 GATE - EToken'. The second column, 'FAVOURITE SERVICES', lists: 'Request - Inland Transportation', 'Request - DP World Payment\_s', 'Digital Delivery Order - Track Digital Delivery Order', and 'Digital Delivery Order - Request Digital Delivery Order'. The third column, 'CERTIFIED TRAINING CALENDAR', shows two training sessions: 'Certified Trade & Logistics Professional - (English)' on Sun, Aug 11, 2024 - 10:00 AM, and 'Certified Customs Expert - Assessment - (English)' on Sun, Aug 25, 2024 - 10:30 AM. Below this is an 'E-LEARNING PROGRAMMES' section with a 'LEARN MORE' button.

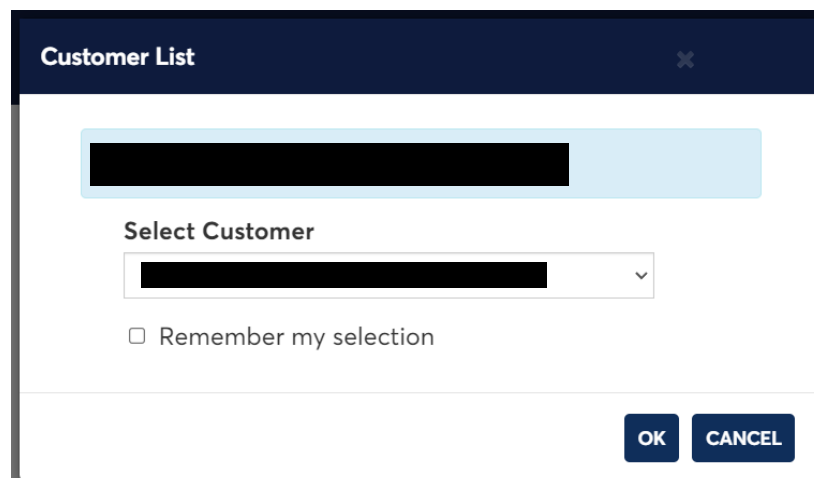
#### Step 4: - Selecting Service:

- On the menu screen, the user **selects the Service** name **CargoWaves**.
- **Click on search bar and type "CargoWaves"** select it by clicking on it.



#### Step 5: - Choosing Customer:

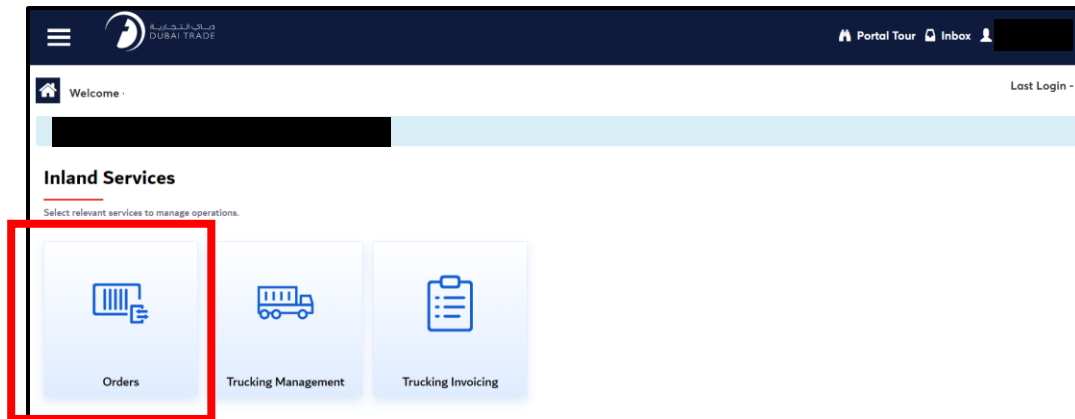
- After selecting the service type, a screen displaying the **customer list** appears.
- User selects the right customer from the list and clicks on the "**OK**" option.





## Step 6: -Inland Services Main Page:

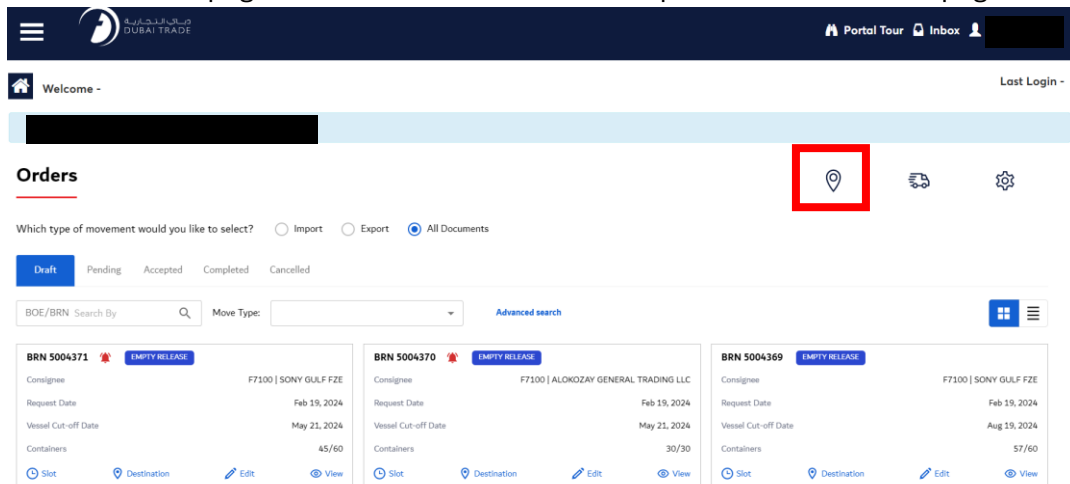
- Upon selecting the customer, the main screen appears with three main options: **Orders, Trucking Management, and Trucking Invoice.**
- Users need to click on **Orders** option.



## How to add new address and edit the existing address.

### Add a new address.

- Go to the Order page and click the location icon to open the Address Book page.



- Enter the required details for the new address.
- Click "Add Location" to save the new address.

**Address Book**

Click on Add

RESET ADD LOCATION

Fill in the fields in detail.

Add Addresses

Address Name \* Location \* City \*

JAFZA North, Dubai

Country \* Contact Person \* Contact Number \*

UAE Joe John +971 56384678

Addresses

Address Name	Location	City	Country	Contact Person	Contact Number	Actions
106 near build A4, dubai South. DWC	Dubai World Central	Dubai	UAE			Edit
Fujairah	Fujairah City	Dubai	UAE			Edit
Jafza South	Dubai Investments Park	Dubai	UAE			Edit
Building no 334 , Park Avenue	Jebel Ali Free Zone, Jafza North	Dubai	UAE			Edit
Dubai South Warehouse	Jebel Ali Free Zone, Jafza South	Dubai	UAE			Edit
floor 26, Jafza one	Jebel Ali Free Zone, Jafza North	Dubai	UAE			Edit

- Check the address list on the same page to see the newly added address.

Addresses

Address Name	Location	City	Country	Contact Person	Contact Number	Actions
106 near build A4, dubai South. DWC	Dubai World Central	Dubai	UAE			Edit
Fujairah	Fujairah City	Dubai	UAE			Edit
Jafza South	Dubai Investments Park	Dubai	UAE			Edit
Building no 334 , Park Avenue	Jebel Ali Free Zone, Jafza North	Dubai	UAE			Edit
Dubai South Warehouse	Jebel Ali Free Zone, Jafza South	Dubai	UAE			Edit

## How to Edit the existing Address

- Go to the Order page and click the location icon to open the Address Book page.
- Open the Address Book page to see the list of existing addresses.
- Find the address you want to edit and click the edit icon.

Welcome - Test Test

Lost Login -

**Orders**

Which type of movement would you like to select? ☐ Import ☒ Export

Draft Pending Accepted Completed Cancelled

BRN 5004373 EMPTY RELEASE

Consignee: FF100 | SONY GULF FZE

Vessel Cut-off Date: Aug 15, 2024

Containers: 30/30

Slot Destination Edit View

BRN 5004367 EXPORT FCL WITH EMPTY

Consignee: FF100 | SONY GULF FZE

Vessel Cut-off Date: Mar 02, 2024

Containers: 15/30

Slot Destination Edit View

BRN 5004371 EMPTY RELEASE

Consignee: FF100 | SONY GULF FZE

Vessel Cut-off Date: May 21, 2024

Containers: 45/90

Slot Destination Edit View

Click to add an address

- Make changes to the address as needed.
- Click "Edit Address" to save your changes in the system.

The screenshot shows the 'Address Book' interface. At the top, there's a form to 'Edit Addresses' with fields for Address Name, Location, City, Country, Contact Person, and Contact Number. Below this is a table of existing addresses. Three red boxes and arrows indicate the steps: Step 1 points to the 'Edit' link in the Actions column of the table; Step 2 points to the form fields; Step 3 points to the 'EDIT LOCATION' button at the top right of the form.

Address Name	Location	City	Country	Contact Person	Contact Number	Actions
106 near build A4, dubai South, DWC	Dubai World Central	Dubai	UAE			<a href="#">Edit</a>
Fujairah	Fujairah City	Dubai	UAE			<a href="#">Edit</a>
Jafza South	Dubai Investments Park	Dubai	UAE			<a href="#">Edit</a>
Building no 334 , Park Avenue	Jebel Ali Free Zone, Jafza North	Dubai	UAE			<a href="#">Edit</a>
Dubai South Warehouse	Jebel Ali Free Zone, Jafza South	Dubai	UAE			<a href="#">Edit</a>
Floor 26, Jafza one	Jebel Ali Free Zone, Jafza North	Dubai	UAE			<a href="#">Edit</a>

## Step 7: Orders main Page

The screenshot shows the 'Orders' main page. At the top, there's a header with the Dubai Trade logo and navigation links. Below the header, there's a 'Welcome' message and a 'Last Login' timestamp. The main content area is titled 'Orders' and includes a filter for 'Which type of movement would you like to select?' with options for Import, Export, and All Documents (selected). Below this, there's a 'Draft' button and a list of order cards. Each card displays details like BRN, Consignee, Request Date, Vessel Cut-off Date, and Containers, along with 'Slot', 'Destination', 'Edit', and 'View' links.

Which type of movement would you like to select? ☐ Import ☐ Export ☒ All Documents

**BRN 5004371** EMPTY RELEASE

Consignee: F7100 | SONY GULF FZE  
Request Date: Feb 19, 2024  
Vessel Cut-off Date: May 21, 2024  
Containers: 45/60  
[Slot](#) [Destination](#) [Edit](#) [View](#)

**BRN 5004370** EMPTY RELEASE

Consignee: F7100 | ALOKOZAY GENERAL TRADING LLC  
Request Date: Feb 19, 2024  
Vessel Cut-off Date: May 21, 2024  
Containers: 30/30  
[Slot](#) [Destination](#) [Edit](#) [View](#)

**BRN 5004369** EMPTY RELEASE

Consignee: F7100 | SONY GULF FZE  
Request Date: Feb 19, 2024  
Vessel Cut-off Date: Aug 19, 2024  
Containers: 57/60  
[Slot](#) [Destination](#) [Edit](#) [View](#)

### Step 7.1 Selecting Movement Type:

- On the order page, the user needs to select the movement type (**Import or Export or All Document**) by clicking on the check circle option.

The screenshot shows the 'Which type of movement would you like to select?' section with three radio button options: Import, Export, and All Documents (selected).

Which type of movement would you like to select? ☐ Import ☐ Export ☒ All Documents

**All Document:**

In the system, "All Document" signifies and show both import & export bookings you have received, and allow you to View document, create booking, Amend booking and Cancel booking as mentioned below:

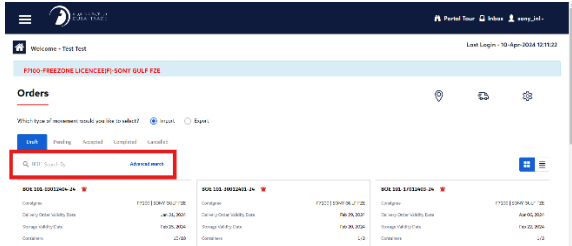
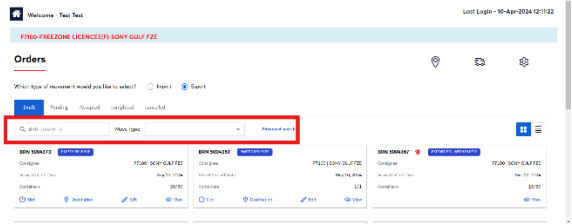
## IMPORT:

In the system, "import" signifies the process of bringing containers from external locations into the port to Mainland. This involves the arrival of containers from outside sources, which are then received and processed within the port's facilities for various purposes such as storage, distribution, or further transportation to warehouses, etc.

## EXPORT:

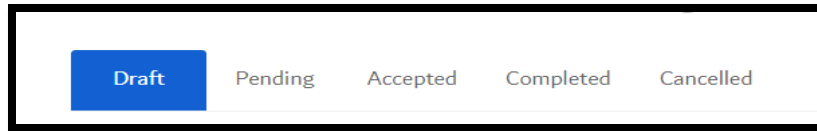
On the other hand, "export" in the system denotes the movement of containers from the mainland/port to different destinations, external to the port's vicinity. This involves the transfer of containers from the port's premises to other locations, whether they are intended for shipment overseas, distribution to other regions, or for any other specific purposes.

## Difference Between Import and Export Screen

Import Option	Export Option
<ul style="list-style-type: none"> <li>Only includes the BOE search bar option.</li> <li>Handy when creating only Import Movement Specific booking.</li> </ul> 	<ul style="list-style-type: none"> <li>Let us you search for BRN documents and choose the type of movement.</li> <li>Handy when creating only Export Movement Specific booking.</li> </ul> 

## Step7.2 Order Status Options:

- On the order page, there are five status options: **Draft, Pending, Accepted, Completed, and Cancelled.**
- These options show the status of the orders.



#### **Draft State:**

- All containers in the Documents of FCL Import and Export movement types of default to this state if:
- DPW Payment for Orders has been received.
- Order for the Container(s) under a Document is yet to be placed.

#### **Pending State:**

Containers remain in this state if:

- DPW Payment for Orders has been received for a specific Haulier Nomination.
- Order is placed, but Haulier acceptance is pending or rejected against the order acceptance request.

#### **Accepted State:**

Containers transition to this state if:

- Haulier accepts the Orders for container(s), and DPW payment is received.
- Haulier Nomination is executed through the "Haulier Nomination Service" from Classic Service.

#### **Completed State:**

Containers reach this state upon:

- Execution of transportation by the Haulier for nominated containers.

#### **Cancelled State:**

Containers enter this state if:

- Order/Haulier Nomination is cancelled either through Orders service or any classic Service by BCO(s).

***This categorization clarifies the stages through which containers pass within the system, providing a clear understanding of their status and associated actions.***

## **Export Order Creation Functionalities:**

#### **BRN Search Bar:**

- Utilize the search bar option to locate **BRN documents/cards** by entering the **BRN number/DPW Reference Number**.

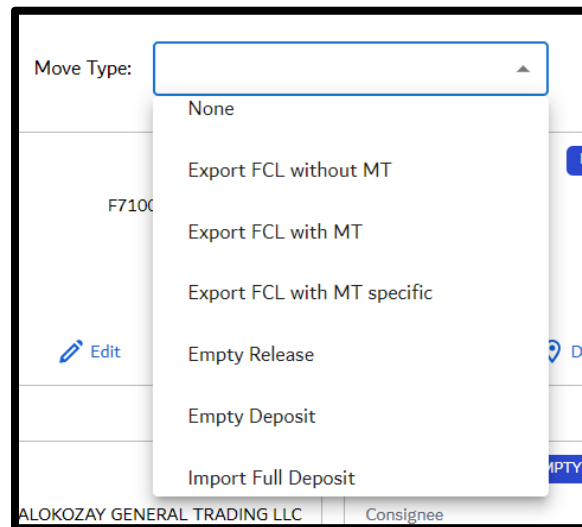
- The search bar enables quick access to specific **BRN documents**, streamlining the order creation process.

BRN Search By
🔍

Move Type:

▼

### Movement Type Functionality:



- Select the proper movement type for the export order being created:
- **Export FCL without MT – Export Booking without Empty containers.**
- **Export FCL with MT: - Export Booking with Empty containers to be received from PORT.**
- **Export FCL with MT specific: - Export Booking with Empty containers with specific container number, to be received from PORT.**
- **Empty Release: - Empty Container Booking for receiving from PORT.**
- **Empty Deposit: - Empty Container Booking for Depositing to PORT.**
- **Import Full Deposit: - Import Booking for delivery IMPORT container to PORT.**

**Note:** In the system, **MT** refers to "**Empty**" containers. Keep this in mind when navigating the platform and selecting movement types.

*Movement type specifies the nature of the Document whose order being initiated, ensuring accurate processing and handling of container movements.*

### Step 7.3 Creating Orders from Draft:

- If the user selects the "**Draft**" option, they can create orders from the BRN number Document.

**BRN 5004373**
EMPTY RELEASE

Consignee

F7100 | SONY GULF FZE

Vessel Cut-off Date

Aug 19, 2024

Containers

30/30

Slot
Destination
Edit
View

- The consignee card has the **BRN number**, which is used to start the **order creation process**.

**Note:** The BRN document originates from the integration of Multiple systems and is not generated within CargoWaves services by users.

## Step 8: Order Creation for Export Orders

### Creating Export order with Export FCL with Empty

Export Booking with Empty containers to be received from PORT.

**Orders**

Which type of movement would you like to select?
☐ Import
☒ Export

Draft
Pending
Accepted
Completed
Cancelled

BRN Search By
Move Type: Export FCL with MT
Advanced search

**BRN 5004615**
EXPORT FCL WITH EMPTY

Consignee

S0117 | SONY GULF FZE

Vessel Cut-off Date

May 05, 2024

Containers

8/8

Slot
Destination
Edit
View

1-1 of 1

- Create an **Export FCL with Empty containers order**, the user first clicks on the **Preferred Slot's widget icon** on the consignee card.

**Orders**

Which type of movement would you like to select?
☐ Import
☒ Export
☐ All Documents

Draft
Pending
Accepted
Completed
Cancelled

BRN Search By
Move Type: Export FCL with MT
Advanced search

**BRN 5004367**
EXPORT FCL WITH EMPTY

Consignee

F7100 | SONY GULF FZE

Vessel Cut-off Date

Mar 02, 2024

Containers

10/30

Slot
Destination
Edit
View

**BRN 5004380**
EXPORT FCL WITH EMPTY

Consignee

F7100 | SONY GULF FZE

Vessel Cut-off Date

Feb 29, 2024

Containers

16/20

Slot
Destination
Edit
View

**BRN 5004379**
EXPORT FCL WITH EMPTY

Consignee

F7100 | SONY GULF FZE

Vessel Cut-off Date

Mar 30, 2024

Containers

8/10

Slot
Destination
Edit
View

- After clicking on the Preferred Slot widget icon, the user is directed to the Preferred Slot selection page.

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- On the Preferred Slot selection page, the user **clicks on the date input field** to select a date for their operation.

**Slot Selection**

**Important:** Please note, transporter are prone to select different slot as per the availability on delivery date

**Instructions:** To Select E-Token Slot, first select Date and select on Slot for Port Out and Port In movement of each container.

**Date Input**

*Please select date to continue!*

**Slot Recommendation**

#	Container No	Slot
No data available !		

40 FT Container +  
 40 FT Container +  
 40 FT Container +  
 40 FT Container +  
 40 FT Container +  
 45 FT Container +

**RESET** **SUBMIT**

- After selecting the input date, the **Preferred Slot times window appears** on the same page.
- The user needs to **click** on their preferred Slot time window that best suits their operation needs.

**Slot Selection**

**Important:** Please note, transporter are prone to select different slot as per the availability on delivery date

**Instructions:** To Select E-Token Slot, first select Date and select on Slot for Port Out and Port In movement of each container.

**Date Input**

**Slot Recommendation**

#	Container No	Slot
No data available !		

40 FT Container +  
 40 FT Container +  
 40 FT Container +  
 40 FT Container +  
 40 FT Container +  
 45 FT Container +

**RESET** **SUBMIT**

- Once the user clicks on their selected preferred Slot, a pop-up screen appears.
- The user is prompted to **select the containers** available for that time window.
- Containers can be selected by **clicking on the checkbox icon** next to each container and then **click confirm**.



Slot: 14:00 - 15:59  
Available Slots: 200

Container	Port Out	Port In
40 FT CONTAINER	<input checked="" type="checkbox"/> Jul 7, 2024 14:00 - 15:59	<input type="checkbox"/>
40 FT CONTAINER	<input checked="" type="checkbox"/> Jul 7, 2024 14:00 - 15:59	<input type="checkbox"/>
40 FT CONTAINER	<input checked="" type="checkbox"/> Jul 7, 2024 14:00 - 15:59	<input type="checkbox"/>

- Once the Preferred Slot is booked and containers are selected, the last step is for the user to click on the **"Submit" button**.
- Clicking on the **"Submit" button** confirms the Preferred Slot booking for the containers at the port.

**Slot Selection**

**Important:** Please note, transporter are prone to select different slot as per the availability on delivery date

**Instructions:** To Select E-Token Slot, first select Date and select on Slot for Port Out and Port In movement of each container.

Date Input: 07/07/2024

	Jul 7, 2024 14:00 - 15:59 Available Slots: 200	Jul 8, 2024 14:00 - 15:59 Available Slots: 200
40 FT Container +	14:00 - 15:59 Available Slots: 200	14:00 - 15:59 Available Slots: 200
40 FT Container +	16:00 - 17:59 Available Slots: 200	16:00 - 17:59 Available Slots: 200
40 FT Container +	18:00 - 19:59 Available Slots: 200	18:00 - 19:59 Available Slots: 200
45 FT Container +		

**Slot Recommendation**

#	Container No	Slot
No data available !		

## Step 9: Selecting Destination using widget

### Completing Preferred Slot Booking:

- After filling the Preferred Slot option with the required details and booking the **e-token Preferred Slots** for the containers in the draft section, the user proceeds to Step 9.

### Navigating to Destination Widget Option:

- In the consignee card within the draft section, the user **clicks** on the **destination option**.

**Orders**

Which type of movement would you like to select? ☐ Import ☒ Export ☐ All Documents

**Draft** Pending Accepted Completed Cancelled

BRN Search By  Move Type: Export FCL with MT [Advanced search](#)

**BRN 5004367** EXPORT FCL WITH EMPTY  
Consignee: F7100 | SONY GULF FZE  
Vessel Cut-off Date: Mar 02, 2024  
Containers: 10/30  
Slot **Destination** Edit View

**BRN 5004380** EXPORT FCL WITH EMPTY  
Consignee: F7100 | SONY GULF FZE  
Vessel Cut-off Date: Feb 29, 2024  
Containers: 16/20  
Slot Destination Edit View

**BRN 5004379** EXPORT FCL WITH EMPTY  
Consignee: F7100 | SONY GULF FZE  
Vessel Cut-off Date: Mar 30, 2024  
Containers: 8/10  
Slot Destination Edit View

## Selecting Container:

- Upon clicking on the destination widget icon, a screen will appear to add location.
- The user selects the container(s) by clicking on the checkbox option next to each container. Alternatively, they can select all container types with a single click on the checkbox option opposite the container type.

**Add Location** ×

Select Destination

☐ Apply to All Containers

<input type="checkbox"/>	Container Type	BRN No.	Container No	Destination
<input checked="" type="checkbox"/>	40 FT CONTAINER	5004367	-	-
<input checked="" type="checkbox"/>	40 FT CONTAINER	5004367	-	-
<input checked="" type="checkbox"/>	40 FT CONTAINER	5004367	-	-
<input type="checkbox"/>	40 FT CONTAINER	5004367	-	-
<input type="checkbox"/>	40 FT CONTAINER	5004367	-	-
<input type="checkbox"/>	45 FT CONTAINER	5004367	-	-
<input type="checkbox"/>	45 FT CONTAINER	5004367	-	-

RESET SUBMIT

## Selecting Destination:

- After selecting the container(s), the user proceeds to select their destination by clicking on the "Select Destination" field.
- Assign the same destination to all containers, the user can utilize the checkmark option below the "Select Destination" field.

- Once the destination is selected for the containers in the order, the user clicks on the **"Submit"** button to assign and confirm the container destination.

## Step 11: Creating the Order

The Creating step involves finalizing the order by reviewing and updating details for all containers under a document. Previous steps focus on selecting and confirming the Preferred Slot and destination for each container, while this step is about ensuring all information is accurate before creating the order.

### Accessing Edit Option:

- After allocating destination details to the containers, the user proceeds to the next step by clicking on the edit icon on the consignee card.

## Filling Order Selection Details Part 1:

- On the order edit page, the user fills in the order selection details.
- They **select the required container(s) Type & count** from **the total container(s) Type & Count** available.
- After selecting the containers, the user clicks on **"Next"** to proceed.

**Edit Order**

Order Selection

Order No. ORD772024/5/ETTU  
Order Date Sun, Jul 07, 2024  
Movement Type EMPTY RELEASE  
Status Pending

Total Containers 3  
BBN No. 5004370  
Order Date Feb 19, 2024  
Vessel Cut-off Date May 21, 2024

Vessel -  
Rotation -  
Point of Discharge TERMINAL ONE  
Point of Delivery TERMINAL ONE

Remarks Please note that the order process requires accurate and complete information for a smooth transaction. Kindly ensure that all details provided are correct and up to date.

Consignee ALKODZAY GENERAL TRADING LLC  
Expiry Date Tue May 21, 2024

**Instruction:** To nominate container, first Select respective Container Type and enter the number of container you want to proceed for Nomination

Container Type	Total Containers	Tokenized Containers	Delivered Containers	Nominated Containers	Balance to Deliver
20 FT CONTAINER (STD)	10	0	0	10	10
40 FT CONTAINER (STD)	10	0	0	10	10
45 FT CONTAINER (STD)	10	0	0	10	10

BACK NEXT

## Filling the order details like Container destination and assigning the Haulier & Token Preferred Slot Selection (Part 2)

- Click on the consignee "+" icon to view full details of containers.
- Click on the checkbox option of individual containers to allocate the desired destination haulier and Preferred Slot for each container, if required.

**Edit Order**

Container, Haulier & Token Slot Selection

**Select the destination and haulier for the**

**Instruction:** Select Slot and Destination of the container and assign to a Haulier

Select Destination \* Jafza South  
Select Haulier \* H03447 - BIN BADER TRNASPORT BY

☒ Apply to All Containers ☐ Apply to All Containers

**20 FT CONTAINER (STD)**

Containers 1  
Destination: Jafza South  
Preferred Slot: 09 Nov 2023 | 00:00:00-02:00

☐ Apply to All Containers

**40 FT CONTAINER (STD)**

Total Containers 1  
Destination: Jafza South  
Preferred Slot: 09 Nov 2023 | 00:00:00-02:00

☐ Apply to All Containers

**Recommendation**

**Market Recommendation**

Haulier	Container Size	Rate
BIN BADER TRNASPORT BY HEAVY TRUCKS LLC	40 FT	10000.00
MANGAL MANJIT TRAN BY HEAVY & LIGHT ...	40 FT	10000.00
DETROIT SHIPPING LLC	40 FT	10000.00

**My Haulier Recommendation**

Haulier	Rating
BIN BADER TRNASPORT BY HEAVY TRUCKS LLC	4.5
MANGAL MANJIT TRAN BY HEAVY & LIGHT ...	4.5
DETROIT SHIPPING LLC	4.5

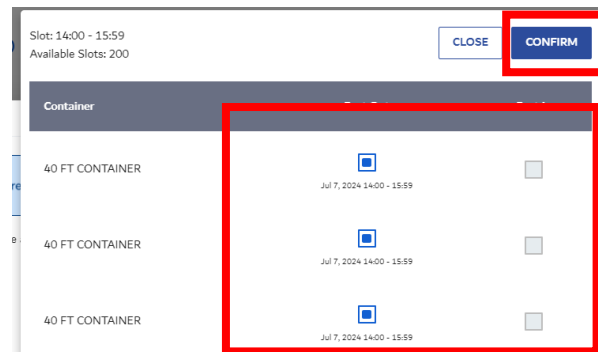
**Select a location for the**

**Click to Expand**

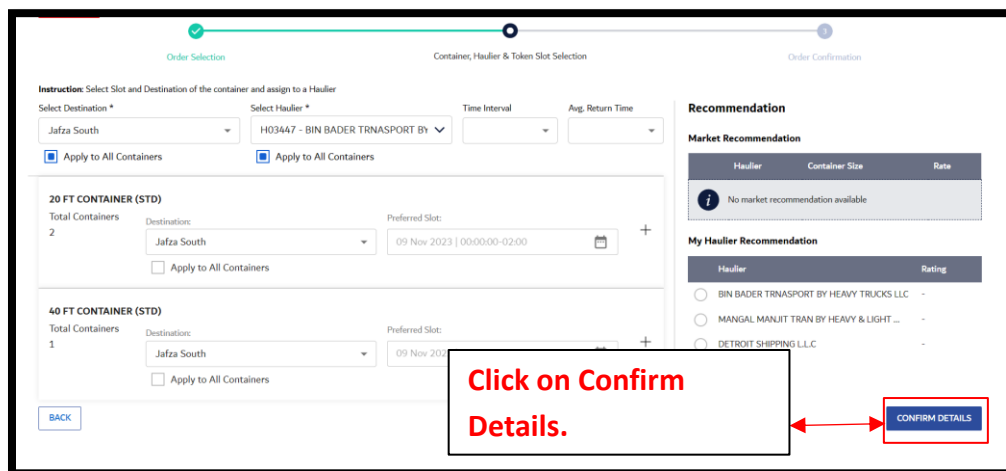
- Once you select the desired destination and haulier next option is **Preferred Slot date** click on it to **book the Preferred Slots for the container**



- Once the user clicks on their selected Preferred Slot, a **pop-up screen appears**.
- The user is prompted to select the containers available for that time window.
- Once the Preferred Slot is booked and containers are selected, the last step is for the user to click on the **"Confirm"** button.
- After confirming the container selection, the user will remain on the same page: Container, Hauler, and Token Preferred Slot Selection. Then, the user should click on "Confirm Details."



- Once you click on Confirm Details button you will land to the **order conformation page**.



- After clicking the **"Create Order"** button, a confirmation page opens.

**Confirm Order**

Order Selection ✓ Container, Hauler & Token Slot Selection ✓ Order Confirmation ○

**Order Details**

Order No.	Order Date	Container Type	Container No	Slot	Time Interval	Terminal	Destination
ORD1542024F72815	Apr 15, 2024	20 FT CONTAINER	-	Port Inc	-	T2	Jafza South
<b>Movement Type</b> EXPORT FCL WITH EMPTY	<b>Status</b> Pending	20 FT CONTAINER	-	Port Out: Apr 17, 2024 1800 - 1959	-	T1	Jafza South
Consignee	SONY GULF FZE	20 FT CONTAINER	-	Port Inc	-	T2	Jafza South
Vessel Cut-off Date	Apr 27, 2024	20 FT CONTAINER	-	Port Out: Apr 17, 2024 1800 - 1959	-	T1	Jafza South
		40 FT CONTAINER	-	Port Inc	-	T2	Jafza South
		40 FT CONTAINER	-	Port Out: Apr 17, 2024 1800 - 1959	-	T1	Jafza South

[BACK](#) [Click to create order.](#) [CREATE ORDER](#)

- On the confirmation page, you can verify that your order is confirmed.
- The Order ID number is displayed along with an option to view details.

**Confirm Order**

Order Selection ✓ Container, Hauler & Token Slot Selection ✓ Order Confirmation ✓

**Your Order ORD1042024F99722 is successfully placed.**

[VIEW ORDERS](#)

**Order Details**

Order No.	Order Date	Container Type	Container No	Slot	Time Interval	Terminal	Source
ORD1042024F99722	Apr 10, 2024	40 FT CONTAINER	AQWAL12136	Port Inc	-	T1	Jafza South
<b>Movement Type</b> EMPTY (EXPORT)	<b>Status</b> Pending	40 FT CONTAINER	AQWAL12135	Port Inc	-	T1	Jafza South
Consignee	ALOKDZAY GENERAL TRADING LLC	20 FT CONTAINER	AQWAL12136	Port Inc	-	T1	Jafza South

- Clicking on "**View Details**" opens the home page of "pending" state, where you can access further information about your order.

**Confirm Order**

Order Selection ✓ Container, Hauler & Token Slot Selection ✓ Order Confirmation ✓

**Your Order ORD1042024F99722 is successfully placed.**

[VIEW ORDERS](#)

## Step 12: Viewing order details.

- Users can view order details of a particular BRN or BRN document by clicking on the "**View**" option in the BRN document.
- This action opens a view screen displaying order details for further reference.

**Orders**

Which type of movement would you like to select? ☐ Import ☒ Export ☐ All Documents

**Draft** Pending Accepted Completed Cancelled

BRN Search By  Move Type: **Export FCL with MT** [Advanced search](#)

BRN	Status	Consignee	Vessel	Cut-off Date	Containers	Actions
BRN 5004367	EXPORT FCL WITH EMPTY	F7100   SONY GULF FZE	Mar 02, 2024	10/30	Slot, Destination, Edit, <b>View</b>	
BRN 5004380	EXPORT FCL WITH EMPTY	F7100   SONY GULF FZE	Feb 29, 2024	16/20	Slot, Destination, Edit, View	
BRN 5004379	EXPORT FCL WITH EMPTY	F7100   SONY GULF FZE	Mar 30, 2024	8/10	Slot, Destination, Edit, View	

- On the view screen, users can access comprehensive order information for the containers within the BRN document.
- Details such as status, date, time, and more are readily available for review and reference.

**View Order**

**Order Details**

Document No.	Movement Type	Total Containers	Vessel
BRN 5004368	EMPTY DEPOSIT	6	ALBERT MAERSK
<b>Status</b>		BRN No.	Rotation
NOMINATED		5004368	-
		Request Date	Instruction Type
		Feb 19, 2024	EMPTY DEPOSIT
		Customer Reference Number	Point of Delivery
		-	-
			Shipping Agent
			MAERSK KANOO UAE LLC
			CnF Agent
			SONY GULF FZE

Consignee: ALOKOZAY GENERAL TRADING LLC  
Vessel Cut-off Date: Aug 20, 2024

Remarks: Please note that the order process requires accurate and complete information for a smooth transaction. Kindly ensure that all details provided are correct and up to date.

**Container List**

Search By Container Name / Type

Container Type	Container No	Hauler Requested	Response	Slot Time	Out Of Gauge Measure	Nomination Id	Actual Slot Time	Status
40 FT CONTAINER	AQWA112134	DETROIT SHIPPING L.L.C (H000L	NOMINATED	Port Out: Port In:	Top (cm) :- Bottom (cm) :- Right (cm) :- Left (cm) :- Front (cm) :- Back (cm) :-	6004317		NOMINATED
40 FT CONTAINER	AQWA112135	DETROIT SHIPPING L.L.C (H000L	NOMINATED	Port Out: Port In:	Top (cm) :- Bottom (cm) :- Right (cm) :- Left (cm) :- Front (cm) :- Back (cm) :-	6004317		NOMINATED

## Creating Export FCL without Empty container

- Start by selecting the movement type **"Export."**
- Choose **"Export FCL Without Empty Container"** from the dropdown options.



**Orders**

Which type of movement would you like to select? ☐ Import ☒ Export

**Draft** Pending Accepted Completed Cancelled

BRN Search By: BRN 5004614 Move Type: Export FCL without MT Advanced search

**BRN 5004614** EXPORT FCL WITHOUT EMPTY

Consignee: F7100 | SONY GULF FZE  
Vessel Cut-off Date: May 09, 2024  
Containers: 1/3

Slot Destination Edit View

- Create an **Export FCL without Empty containers order**, the user first clicks on the **Preferred Slot's icon** on the consignee card.

**Orders**

Which type of movement would you like to select? ☐ Import ☒ Export ☐ All Documents

**Draft** Pending Accepted Completed Cancelled

BRN Search By: BRN 5004367 Move Type: Export FCL with MT Advanced search

**BRN 5004367** EXPORT FCL WITH EMPTY

Consignee: F7100 | SONY GULF FZE  
Vessel Cut-off Date: Mar 02, 2024  
Containers: 10/30

Slot Destination Edit View

**BRN 5004380** EXPORT FCL WITH EMPTY

Consignee: F7100 | SONY GULF FZE  
Vessel Cut-off Date: Feb 29, 2024  
Containers: 16/20

Slot Destination Edit View

**BRN 5004379** EXPORT FCL WITH EMPTY

Consignee: F7100 | SONY GULF FZE  
Vessel Cut-off Date: Mar 30, 2024  
Containers: 8/10

Slot Destination Edit View

- After **clicking on the Preferred Slot icon**, the user is directed to the Preferred Slot selection page.
- On the Preferred Slot selection page, the user **clicks on the date input field** to select a date for their operation.
- After selecting the input date, the **Preferred Slot times window appears** on the same page.
- The user needs to **click** on their Preferred Slot time window that best suits their operation needs.

**Slot Selection**

**Important:** Please note, transporter are prone to select different slot as per the availability on delivery date

**Instructions:** To Select E-Token Slot, first select Date and select on Slot for Port Out and Port In movement of each container.

Date Input: 07/07/2024

	Jul 7, 2024 07:00 - 12:00 Available Slots 200	Jul 8, 2024 07:00 - 12:00 Available Slots 200
40 FT Container	14:00 - 15:59 Available Slots 200	14:00 - 15:59 Available Slots 200
40 FT Container	16:00 - 17:59 Available Slots 200	16:00 - 17:59 Available Slots 200
40 FT Container	18:00 - 19:59 Available Slots 200	18:00 - 19:59 Available Slots 200
45 FT Container		

**Slot Recommendation**

#	Container No	Slot
No data available !		

RESET SUMMIT

- Once the user clicks on their selected Preferred Slot, a pop-up screen appears.
- The user is prompted to **select the containers** available for that time window.
- Containers can be selected by **clicking on the checkbox icon** next to each container and then **click confirm**.

- Once the Preferred Slot is booked and containers are selected, the last step is for the user to click on the **"Submit"** button.
- Clicking on the **"Submit"** button confirms the Preferred Slot booking for the containers at the port.

## Step 9: Selecting Destination

### Completing Preferred Slot Booking:

- After filling the Preferred Slot option with the required details and booking the **e-token Preferred Slots** for the containers in the draft section, the user proceeds to Step 9.

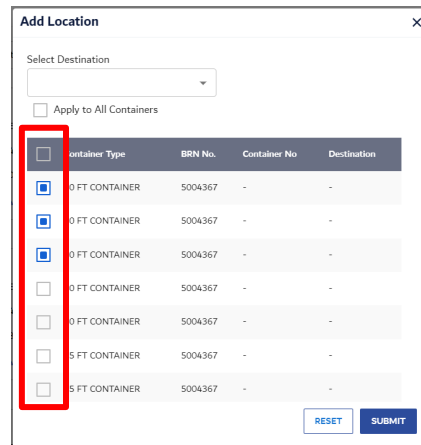
### Navigating to Destination Icon:

- In the consignee card within the draft section, the user **clicks** on the **destination widget icon**.

## Adding Location

### Selecting Container:

- Upon clicking on the destination option, a screen adds location.
- The user selects the container(s) by clicking on the checkbox option next to each container. Alternatively, they can select all container types with a single click on the checkbox option opposite the container type.

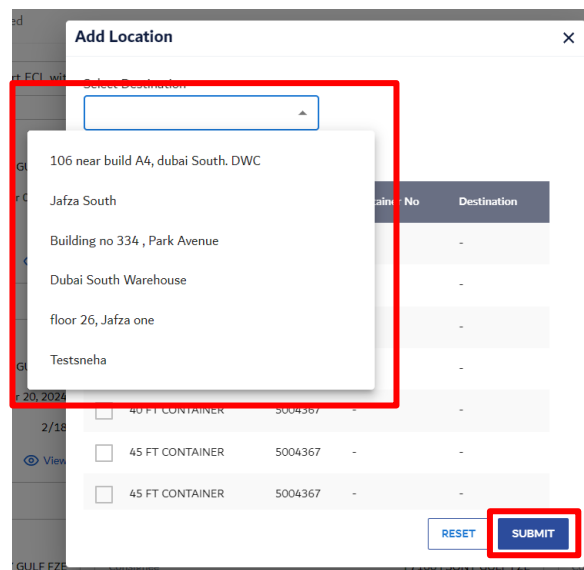


The 'Add Location' dialog box features a 'Select Destination' dropdown menu and an 'Apply to All Containers' checkbox. Below these is a table with columns: Container Type, BRN No., Container No., and Destination. The first three rows are highlighted with a red box, indicating they are selected. The first row is a 40 FT CONTAINER with BRN No. 5004367 and Container No. -. The second and third rows are also 40 FT CONTAINERS with the same BRN No. and Container No. The remaining three rows are 45 FT CONTAINERS with the same BRN No. and Container No. At the bottom right are 'RESET' and 'SUBMIT' buttons.

Container Type	BRN No.	Container No.	Destination
40 FT CONTAINER	5004367	-	-
40 FT CONTAINER	5004367	-	-
40 FT CONTAINER	5004367	-	-
45 FT CONTAINER	5004367	-	-
45 FT CONTAINER	5004367	-	-
45 FT CONTAINER	5004367	-	-

### Selecting Destination:

- After selecting the container(s), the user proceeds to select their destination by clicking on the "Select Destination" field.
- To assign the same destination to all containers, the user can utilize the checkmark option below the "Select Destination" field.



The 'Add Location' dialog box shows the 'Select Destination' dropdown menu open, displaying a list of destinations: 106 near build A4, dubai South. DWC; Jafza South; Building no 334, Park Avenue; Dubai South Warehouse; floor 26, Jafza one; and Testsneha. A red box highlights the dropdown menu and the 'SUBMIT' button at the bottom right.

Container Type	BRN No.	Container No.	Destination
40 FT CONTAINER	5004367	-	-
45 FT CONTAINER	5004367	-	-
45 FT CONTAINER	5004367	-	-

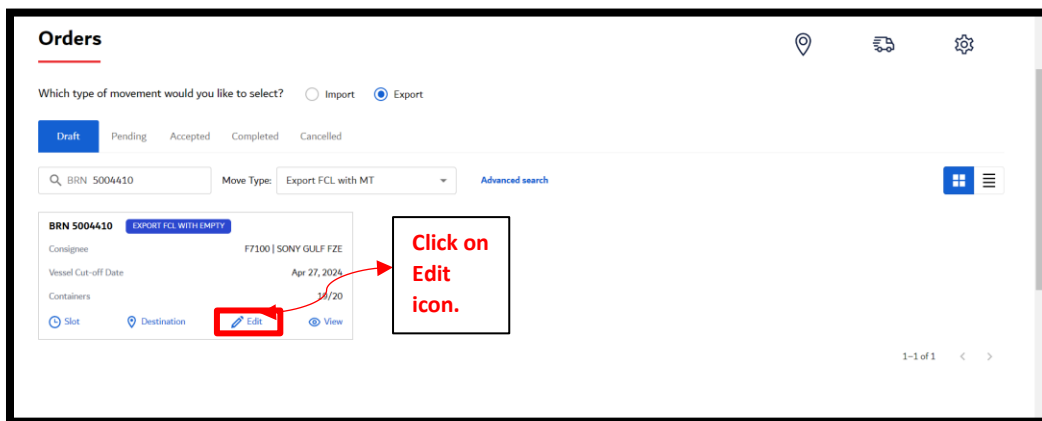
- Once the destination is selected for the containers in the order, the user clicks on the **"Submit"** button.

## Step 11: Creating the Order

The editing step involves finalizing the order by reviewing and updating details for all containers under a document. Previous steps focus on selecting and confirming the Preferred Slot and destination for each container, while this step is about ensuring all information is accurate before creating the order.

### Accessing Create/Edit Option:

- After allocating destination details to the containers, the user proceeds to the next step by clicking on the edit icon on the consignee card.



### Filling the order details like Container destination and assigning the Haulier & Token Preferred Slot Selection

- Click on the consignee **"+"** icon to view full details of containers.

**Select the destination and haulier for the**

**Select a location for the**

**Click to Expand**

Clicking on the checkbox option of individual containers to allocate the desired destination haulier and Preferred Slot for each container.

- Once you click on the Preferred Slot a popup screen will appear click on select date input

**Slot Selection**

**Important:** Please note, transporter are prone to select different slot as per the availability on delivery date

**Instructions:** To Select E-Token Slot, first select Date and select on Slot for Port Out and Port In movement of each container.

**Date Input**

dd/mm/yyyy

Please select date to continue!

**Slot Recommendation**

#	Container No	Slot
No data available!		

RESET SUBMIT

- After selecting the input date, the **Preferred Slot times window appears** on the same page.
- The user needs to **click on their Preferred Slot** time window that best suits their operation needs.

**Slot Selection**

**Important:** Please note, transporter are prone to select different slot as per the availability on delivery date

**Instructions:** To Select E-Token Slot, first select Date and select on Slot for Port Out and Port In movement of each container.

Date Input: 07/07/2024

40 FT Container +

40 FT Container +

40 FT Container +

40 FT Container +

40 FT Container +

45 FT Container +

Jul 7, 2024 14:00 - 15:59 Available Slots: 200	Jul 8, 2024 14:00 - 15:59 Available Slots: 200
14:00 - 15:59 Available Slots: 200	14:00 - 15:59 Available Slots: 200
16:00 - 17:59 Available Slots: 200	16:00 - 17:59 Available Slots: 200
18:00 - 19:59 Available Slots: 200	18:00 - 19:59 Available Slots: 200

**Slot Recommendation**

#	Container No.	Slot
No data available !		

RESET SUBMIT

- Once the user clicks on their selected Preferred Slot, a **pop-up screen** appears.
- The user is prompted to **select the containers** available for that time window.
- Once the Preferred Slot is booked and containers are selected, the last step is for the user to click on the **"Confirm"** button.

Slot: 14:00 - 15:59  
Available Slots: 200

CLOSE CONFIRM

Container	Port Out	Port In
40 FT CONTAINER	<input checked="" type="checkbox"/> Jul 7, 2024 14:00 - 15:59	<input type="checkbox"/>
40 FT CONTAINER	<input checked="" type="checkbox"/> Jul 7, 2024 14:00 - 15:59	<input type="checkbox"/>
40 FT CONTAINER	<input checked="" type="checkbox"/> Jul 7, 2024 14:00 - 15:59	<input type="checkbox"/>

- After confirming the container selection, the user will remain on the same page: Container, Hauler, and Token Preferred Slot Selection. Then, the user should click on **"Confirm Details."**
- Select the destination and haulier from the drop-down option.

**Order Selection** Containers, Hauler & Token Slot Selection **Order Confirmation**

**Instruction:** Select Slot and Destination of the container and assign to a Haulier

Select Destination \* Jafza South Select Hauler \* H03447 - BIN BADER TRNASPORT BY Time Interval Avg. Return Time

☒ Apply to All Containers ☐ Apply to All Containers

**20 FT CONTAINER (STD)**  
Total Containers: 2  
Destination: Jafza South Preferred Slot: 09 Nov 2023 | 00:00:00-02:00  
☐ Apply to All Containers

**40 FT CONTAINER (STD)**  
Total Containers: 1  
Destination: Jafza South Preferred Slot: 09 Nov 2023 | 00:00:00-02:00  
☐ Apply to All Containers

**Recommendation**

**Market Recommendation**

Haulier	Container Size	Rate
No market recommendation available		

**My Haulier Recommendation**

Haulier	Rating
<input type="radio"/> BIN BADER TRNASPORT BY HEAVY TRUCKS LLC	-
<input type="radio"/> MANGAL MANJIT TRAN BY HEAVY & LIGHT ...	-
<input type="radio"/> DETROIT SHIPPING LLC	-

BACK

**Click on Confirm Details.**

CONFIRM DETAILS

- Once you click on **Confirm Details** button you will land to the order conformation page

**Confirm Order**

Order Selection ✓ Containers, Hauler & Token Slot Selection ✓ Order Confirmation ○

**Order Details**

<b>Order No.</b> ORD15A2024F72815	<b>Order Date</b> Apr 15, 2024
<b>Movement Type</b> EXPORT FCL WITH EMPTY	<b>Status</b> Pending
<b>Consignee</b> SONY GULF FZE	<b>Vessel Cut-off Date</b> Apr 27, 2024

Container Type	Container No	Slot	Time Interval	Terminal	Destination
20 FT CONTAINER	-	Port Inc	-	T2	Jafza South
20 FT CONTAINER	-	Port Out: Apr 17, 2024 1800 - 1959	-	T1	Jafza South
20 FT CONTAINER	-	Port Inc	-	T2	Jafza South
20 FT CONTAINER	-	Port Out: Apr 17, 2024 1800 - 1959	-	T1	Jafza South
40 FT CONTAINER	-	Port Inc	-	T2	Jafza South
40 FT CONTAINER	-	Port Out: Apr 17, 2024 1800 - 1959	-	T1	Jafza South

[BACK](#) [CREATE ORDER](#)

Click to create order.

- After clicking the **"Create Order"** button, a confirmation page opens.
- On the confirmation page, you can verify that your order is confirmed.
- The Order ID number is displayed along with an option to view details.

**Confirm Order**

Order Selection ✓ Containers, Hauler & Token Slot Selection ✓ Order Confirmation ✓

**Your Order ORD1042024F99722 is successfully placed.**

[VIEW ORDERS](#)

**Order Details**

<b>Order No.</b> ORD1042024F99722	<b>Order Date</b> Apr 16, 2024
<b>Movement Type</b> EMPTY DEPOSIT	<b>Status</b> Pending
<b>Consignee</b> ALONGERY GENERAL TRADING LLC	

Container Type	Container No	Slot	Time Interval	Terminal	Destination
40 FT CONTAINER	ADRA112136	Port Inc	-	T1	Jafza South
40 FT CONTAINER	ADRA112135	Port Inc	-	T1	Jafza South
20 FT CONTAINER	ADRA112136	Port Inc	-	T1	Jafza South

- Clicking on "View Details" opens the home page of "pending" state, where you can access further information about your order.

**Confirm Order**

Order Selection ✓ Containers, Hauler & Token Slot Selection ✓ Order Confirmation ✓

**Your Order ORD1042024F99722 is successfully placed.**

[VIEW ORDERS](#)

## Step 12: Viewing order details.

- Users can view order details of a particular BRN or BRN document by clicking on the "View" option in the BRN document.
- This action opens a view screen displaying order details for further reference.

**Orders**

Which type of movement would you like to select? ☐ Import ☒ Export ☐ All Documents

**Draft** Pending Accepted Completed Cancelled

BRN Search By  Move Type: Export FCL with MT [Advanced search](#)

BRN	Consignee	Vessel Cut-off Date	Containers	Actions
BRN 5004367	F7100   SONY GULF FZE	Mar 02, 2024	10/30	<a href="#">Slot</a> <a href="#">Destination</a> <a href="#">Edit</a> <a href="#">View</a>
BRN 5004380	F7100   SONY GULF FZE	Feb 29, 2024	16/20	<a href="#">Slot</a> <a href="#">Destination</a> <a href="#">Edit</a> <a href="#">View</a>
BRN 5004379	F7100   SONY GULF FZE	Mar 30, 2024	8/10	<a href="#">Slot</a> <a href="#">Destination</a> <a href="#">Edit</a> <a href="#">View</a>

- On the view screen, users can access comprehensive order information for the containers within the BRN document.
- Details such as status, date, time, and more are readily available for review and reference.

**View Order**

**Order Details**

Document No.	Movement Type	Total Containers	Vessel
BRN 5004368	EMPTY DEPOSIT	6	ALBERT MAERSK
Status	NOMINATED	BRN No.	Rotation
		5004368	-
		Request Date	Instruction Type
		Feb 19, 2024	EMPTY DEPOSIT
		Customer Reference Number	Point of Delivery
		-	-
			Shipping Agent
			MAERSK KANOO UAE LLC
			CnF Agent
			SONY GULF FZE

Consignee: ALOKOZAY GENERAL TRADING LLC

Vessel Cut-off Date: Aug 20, 2024

Remarks: Please note that the order process requires accurate and complete information for a smooth transaction. Kindly ensure that all details provided are correct and up to date.

**Container List**

Search By Container Name / Type

Container Type	Container No	Hauler Requested	Response	Slot Time	Out Of Gauge Measure	Nomination Id	Actual Slot Time	Status
40 FT CONTAINER	AQWA112134	DETROIT SHIPPING LLC (H000...	NOMINATED	Port Out : Port In :	Top (cm) :- Bottom (cm) :- Right (cm) :- Left (cm) :- Front (cm) :- Back (cm) :-	6004317		NOMINATED
40 FT CONTAINER	AQWA112135	DETROIT SHIPPING LLC (H000...	NOMINATED	Port Out : Port In :	Top (cm) :- Bottom (cm) :- Right (cm) :- Left (cm) :- Front (cm) :- Back (cm) :-	6004317		NOMINATED



# Order Creation for Import Orders

## Orders main Page

The screenshot shows the 'Orders' main page. At the top, there's a header with the title 'Orders' and navigation icons. Below the header, a question 'Which type of movement would you like to select?' is followed by three radio buttons: 'Import' (selected), 'Export', and 'All Documents'. Below this, a horizontal bar contains five tabs: 'Draft' (highlighted with a red box), 'Pending', 'Accepted', 'Completed', and 'Cancelled'. Under the tabs is a search bar labeled 'BOE Search By' and an 'Advanced search' link. The main area displays three order cards. Each card shows the order number, consignee, delivery order validity date, storage validity date, and containers. The first card has a 'Slot' icon highlighted with a red box.

### Selecting Movement Type:

- On the order page, the user needs to select the movement type (**Import**) by clicking on the check circle option.

This close-up shows the 'Which type of movement would you like to select?' question with three radio buttons. The 'Import' button is highlighted with a red box, indicating it should be selected. The other two buttons are 'Export' and 'All Documents'.

## Order Creation for Import Orders

To **create an Import Orders** the user first clicks on the **Preferred Slot's icon** on the consignee card.

This screenshot is similar to the first one, showing the 'Orders' main page. The 'Import' radio button is now selected. In the first order card, the 'Slot' icon is highlighted with a red box, indicating it should be clicked to proceed with creating an import order.

- After clicking on the Preferred Slot icon, the user is directed to the Preferred Slot selection page.
- On the Preferred Slot selection page, the user **clicks on the date input field** to select a date for their operation.
- After selecting the input date, the **Preferred Slot times window appears** on the same page.
- The user needs to **click** on their Preferred Slot time window that best suits their operation needs.

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**Instructions:** To Select E-Token Slot, first select Date and select on Slot for Port Out and Port In movement of each container.

- Once the user clicks on their selected Preferred Slot, a pop-up screen appears.
- The user is prompted to **select the containers** available for that time window.
- Containers can be selected by **clicking on the checkbox icon** next to each container and then **click confirm**.

## Step 9: Selecting Destination

### Navigating to Destination Widet Icon:

- In the consignee card within the draft section, the user **clicks** on the **destination option**.

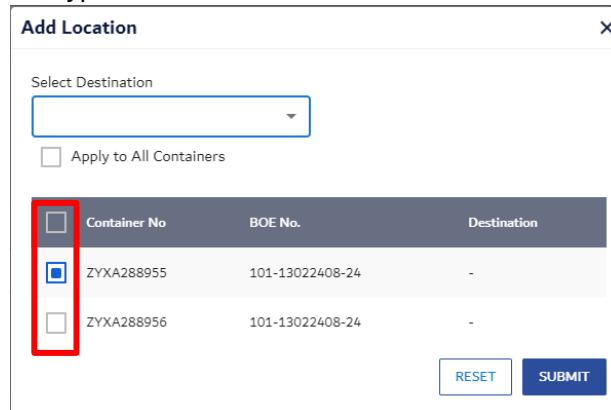


# CargoWaves Services Manual

## Step 10: Adding Destination

### Selecting Container:

- Upon clicking on the destination option, a screen appears to add location.
- The user selects the container(s) by clicking on the checkbox option next to each container. Alternatively, they can select all container types with a single click on the checkbox option opposite the container type.

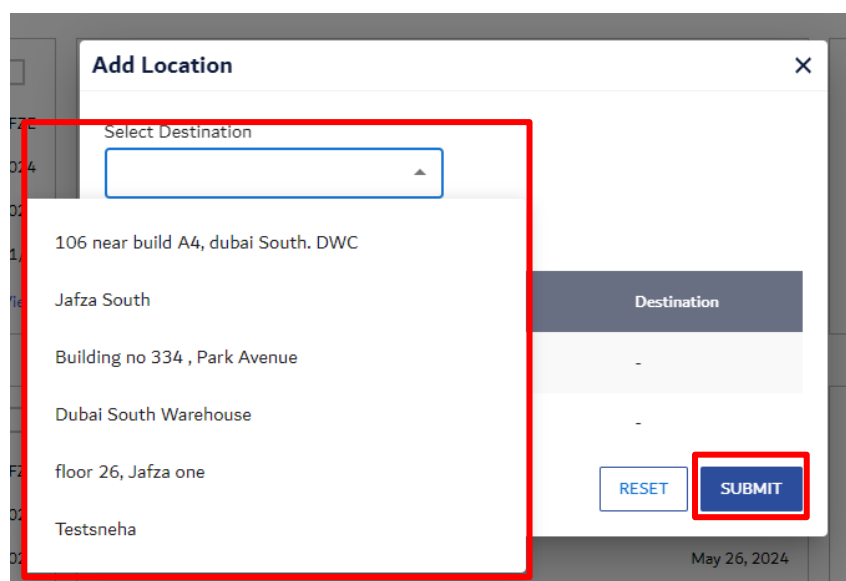


The 'Add Location' dialog box features a 'Select Destination' dropdown menu and an 'Apply to All Containers' checkbox. Below these is a table with columns for 'Container No.', 'BOE No.', and 'Destination'. A red box highlights the first column, which contains checkboxes for selecting containers. The first container, ZYXA288955, is selected. At the bottom are 'RESET' and 'SUBMIT' buttons.

<input type="checkbox"/>	Container No	BOE No.	Destination
<input checked="" type="checkbox"/>	ZYXA288955	101-13022408-24	-
<input type="checkbox"/>	ZYXA288956	101-13022408-24	-

### Selecting Destination:

- After selecting the container(s), the user proceeds to select their destination by **clicking on the "Select Destination" field**.
- To assign the same destination to all containers, the user can utilize the **checkmark option below the "Select Destination" field**.
- Once the destination is selected for the containers in the order, the user clicks on the "Submit" button.



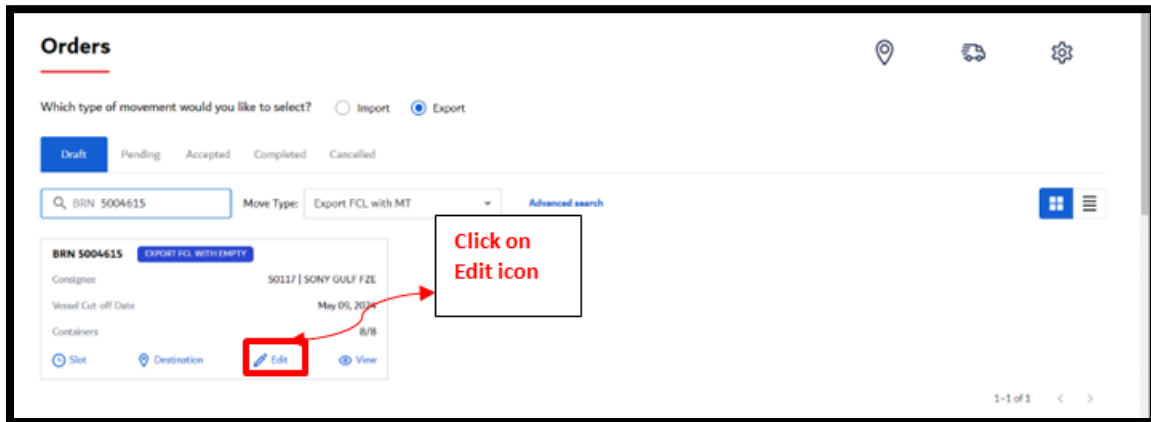
The 'Add Location' dialog box shows the 'Select Destination' dropdown menu open, displaying a list of destination options. A red box highlights the dropdown menu and the 'SUBMIT' button. The destination options are: '106 near build A4, dubai South. DWC', 'Jafza South', 'Building no 334 , Park Avenue', 'Dubai South Warehouse', 'floor 26, Jafza one', and 'Testsneha'. The 'SUBMIT' button is highlighted with a red box.

## Creating the Order

The Create/Edit step involves finalizing the order by reviewing and updating details for all containers under a document. Previous steps focus on selecting and confirming the Preferred Slot and destination for each container, while this step is about ensuring all information is accurate before creating the order.

### Accessing Create/Edit Option:

- After allocating destination details to the containers, the user proceeds to the next step by clicking on the edit icon on the consignee card.



- Once you click on the edit icon, you will directly open the page for selecting container destinations and assigning hauliers and token Preferred Slot selections.

## selecting container destinations and assigning hauliers and token Preferred Slot selections

- Click on the consignee "+" icon to view full details of containers.
- Click on the checkbox option** of individual containers to allocate the desired destination haulier and Preferred Slot for each container.

### Edit Order

Order Selection

Container, Haulier & Token Slot Selection

Order Confirmation

Instruction: Select Slot and Destination of the container and assign to a Haulier

Select Destination \*

106 near build AA, dubai South. DWC

Apply to All Containers

Select Haulier \*

H00001 - DETROIT SHIPPING L.L.C.

Time Interval

Avg. Return Time

101-13022408-24

Consignee: F7100 | SONY GULF FZE

Clearing Agent: M0042 | MAERSK

Point of Discharge: AEJEA

Container Details

Container No	Consignee	Container Size	Terminal	Destination	Haulier	Preferred Slot
ZYXA288955	F7100   SONY GULF FZE	20	T4	106 near build AA, dubai South. DWC	H00001 - DETROIT SHIPPING L.L.C.	7 Jul 2024   14-16
ZYXA288956	F7100   SONY GULF FZE	20	T4	106 near build AA, dubai South. DWC	H00001 - DETROIT SHIPPING L.L.C.	7 Jul 2024   14-16

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Recommendation

Market Recommendation

Haulier	Container Size	Rate
No market recommendation available		

My Haulier Recommendation

Haulier	Rating
BIN BADER TRANSPORT BY HEAVY TRUCKS LLC	-
DETROIT SHIPPING L.L.C.	-

- Once you select the desired destination and haulier next option is **preferred Preferred Slot date** click on it to book the Preferred Slots for the container.

#### Edit Order

The screenshot shows the 'Edit Order' interface with a progress bar at the top indicating three steps: 1. Order Selection (active), 2. Container, Haulier & Token Slot Selection, and 3. Order Confirmation.

**Instruction:** Select Slot and Destination of the container and assign to a Haulier

**Select Destination \***: 106 near build AA, dubai South, DWC

**Select Haulier \***: H00001 - DETROIT SHIPPING L.L.C. (selected from a dropdown menu)

**Time Interval**: [Empty dropdown]

**Avg. Return Time**: [Empty dropdown]

**Apply to All Containers**: ☒

**101-13022408-24**

**Consignee**: F7100 | SONY GULF FZE

**Clearing Agents**: M0042 | MAERSK

**Point of Discharge**: AEJEA

**Container Details**

Container No	Consignee	Container Size	Terminal	Destination	Haulier	Preferred Slot
ZYXA288955	F7100   SONY GULF FZE	20	T4	106 near build AA, dubai South, DWC	H00001 - DETROIT SHIPPING L.L.C.	7 Jul 2024   14-16
ZYXA288956	F7100   SONY GULF FZE	20	T4	106 near build AA, dubai South, DWC	H00001 - DETROIT SHIPPING L.L.C.	7 Jul 2024   14-16

**Recommendation**

**Market Recommendation**

Haulier	Container Size	Rate
No market recommendation available		

**My Haulier Recommendation**

Haulier	Rating
<input type="radio"/> BIN BADER TRNSPORT BY HEAVY TRUCKS LLC	-
<input type="radio"/> DETROIT SHIPPING L.L.C.	-

**BACK** **NEXT**

- Once you click on the Preferred Slot a **popup screen** will appear click on select date input.
- After selecting the input date, the Preferred Slot times window appears on the same page.
- The user needs to click on their Preferred Slot time window that best suits their operation needs.

#### Slot Selection

**Important:** Please note, transporter are prone to select different slot as per the availability on delivery date

**Instructions:** To Select E-Token Slot, first select Date and select on Slot for Port Out and Port In movement of each container.

**Date Input**

08/07/2024

**Slot Recommendation**

#	Container No	Slot
No data available !		

**Time Slot Selection**

Time Slot	Available Slots
00:00 - 01:59	134
02:00 - 03:59	134
04:00 - 05:59	134
06:00 - 07:59	134

**RESET** **SUBMIT**

- Once the user clicks on their selected Preferred Slot, a **pop-up screen** appears.
- The user is prompted to **select the containers** available for that time window.
- Once the Preferred Slot is booked and containers are selected, the last step is for the user to click on the **"Confirm"** button.

Slot: 02:00 - 03:59  
Available Slots: 134

[CLOSE](#) [CONFIRM](#)

Container	Port Out	Port In
ZYXA288955	<input checked="" type="checkbox"/> Jul 8, 2024 02:00 - 03:59	<input type="checkbox"/>
ZYXA288956	<input checked="" type="checkbox"/> Jul 8, 2024 02:00 - 03:59	<input type="checkbox"/>

- Click the submit button to stay on the same page and choose the **destination from the dropdown menu.**
- Apply the **selected destination to all containers** by checking the box below the option.
- Choose **hauliers** from the dropdown menu.
- Apply the chosen **haulier to all containers by checking** the box below the option.
- Once all details are filled and selected, click on **"Next"** to proceed.

## Edit Order

Order Selection Container, Haulier & Token Slot Selection Order Confirmation

**Instruction:** Select Slot and Destination of the container and assign to a Haulier

Select Destination \*  Select Haulier \*  Time Interval  Avg. Return Time

☒ Apply to All Containers

**101-13022408-24**  
Consignee: F7100 | SONY GULF FZE  
Clearing Agents: M0042 | MAERSK  
Point of Discharge: AEJEA

Container Details	Selection
Container No: ZYXA288955 Consignee: F7100   SONY GULF FZE Container Size: 20 Terminal: T4	Destination: <input type="text" value="106 near build AA, dubai South, DWC"/> Haulier: <input type="text" value="H00001 - DETROIT SHIPPING L.L.C."/> Preferred Slot: <input type="text" value="7 Jul 2024   14-16"/>
Container No: ZYXA288956 Consignee: F7100   SONY GULF FZE Container Size: 20 Terminal: T4	Destination: <input type="text" value="106 near build AA, dubai South, DWC"/> Haulier: <input type="text" value="H00001 - DETROIT SHIPPING L.L.C."/> Preferred Slot: <input type="text" value="7 Jul 2024   14-16"/>

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**Recommendation**

**Market Recommendation**

Haulier	Container Size	Rate
No market recommendation available		

**My Haulier Recommendation**

Haulier	Rating
<input type="radio"/> BIN BADER TRANSPORT BY HEAVY TRUCKS LLC	-
<input type="radio"/> DETROIT SHIPPING L.L.C.	-

- After filling in the required fields and details, click **"Next"** to proceed to the Order Details page.
- Review all the details carefully on the Order Details page, and then click on "Create Order" to complete the process.

**Order Details**

Order No: ORD15A2024F60815 Order Date: Apr 16, 2024  
Movement Type: IMPOSET FCL Station: Pending

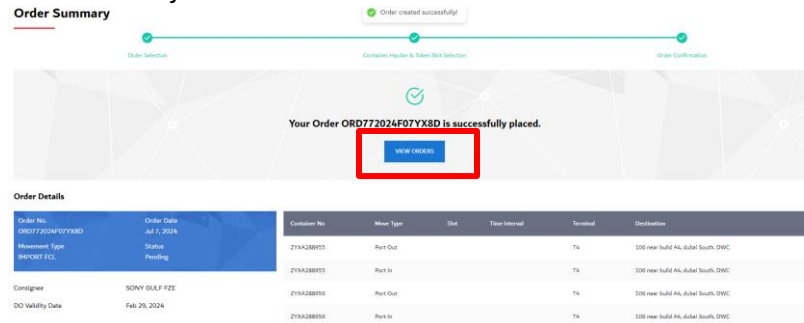
Consignee: SONY GULF FZE DO Validity Date: May 31, 2024

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Container No	Move Type	Slot	Time Interval	Terminal	Destination
INLA29056	Port Out			T1	Building no 238, Park Avenue
INLA29056	Port In	Apr 17, 2024			Building no 238, Park Avenue

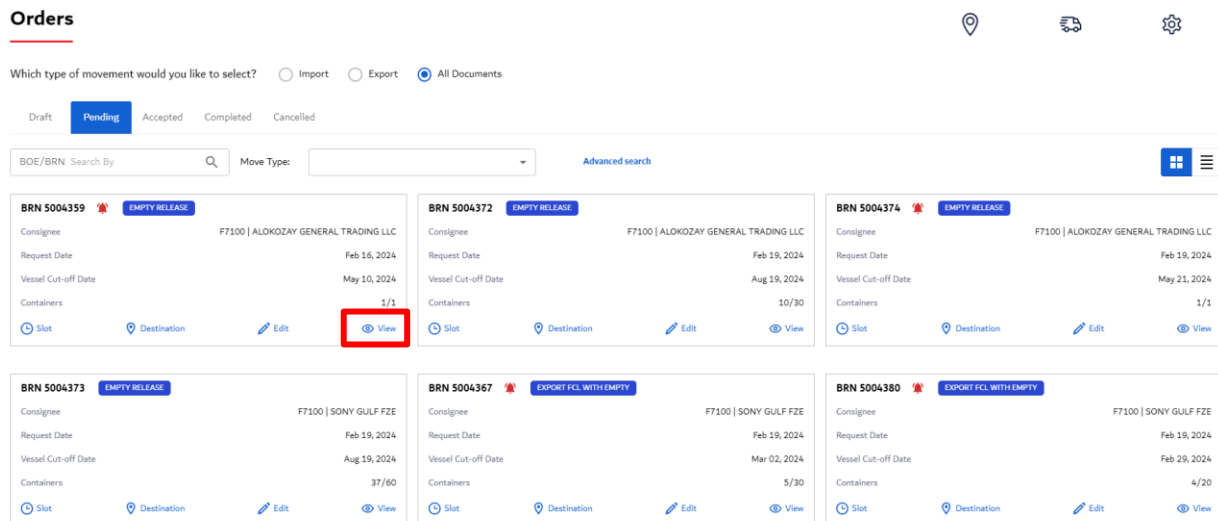
**Click on create order** [CREATE ORDER](#)

- After clicking the **"Create Order"** button, a confirmation page opens.
- On the confirmation page, you can verify that your order is confirmed.
- The Order ID number is displayed along with an option to view details.
- Clicking on **"View Details"** opens the home page of **"pending"** state, where you can access further information about your order.



## Step 12: Viewing order details.

- Users can view order by clicking on the **"View"** option in the document.
- This action opens a view screen displaying order details for further reference.



- On the view screen, users can access comprehensive order information for the containers within the document.
- Details such as status, date, time, and more are readily available for review and reference.

View Order

Order Details

Document No.  
BRN 5004372

Movement Type  
EMPTY RELEASE

Status  
PENDING

Total Containers	30	Vessel	-
BRN No.	5004372	Rotation	-
Request Date	Feb 19, 2024	Instruction Type	EMPTY RELEASE
Customer Reference Number	-	Point of Delivery	TERMINAL ONE
		Shipping Agent	MAERSK KANOO UAE LLC
		CnF Agent	-

Consignee	ALOKOZAY GENERAL TRADING LLC	Remarks	Please note that the order process requires accurate and complete information for a smooth transaction. Kindly ensure that all details provided are correct and up to date.
Vessel Cut-off Date	Aug 20, 2024		

Container List

Search By Container Name / Type

Container Type	Container No	Haulier Requested	Response	Slot Time	Out Of Gauge Measure	Nomination Id	Actual Slot Time	Status
20 FT CONTAINER	-	BIN BADER TRNASPORT BY HE...	PENDING	Port Out : Apr 7, 2024 00:00 - 01:59 Port In :	Top (cm) :-			PENDING
		DETROIT SHIPPING L.L.C (H000...	PENDING		Bottom (cm) :-			
		SEVEN SEAS SHIPCHANDLERS ...	PENDING		Right (cm) :-			
		SEVEN STARS TRANSPORT BY ...	PENDING		Left (cm) :-			
					Front (cm) :-			
					Back (cm) :-			
20 FT CONTAINER	-	BIN BADER TRNASPORT BY HE...	PENDING	Port Out : Apr 7, 2024 00:00 - 01:59 Port In :	Top (cm) :-			PENDING
		DETROIT SHIPPING L.L.C (H000...	PENDING		Bottom (cm) :-			
		SEVEN SEAS SHIPCHANDLERS ...	PENDING		Right (cm) :-			
		SEVEN STARS TRANSPORT BY ...	PENDING		Left (cm) :-			
					Front (cm) :-			
					Back (cm) :-			

Summary

The CargoWaves Services platform simplifies container transportation coordination, offering benefits like eliminating offline hassle, automation, and efficient asset management. Users, including cargo owners, agents, hauliers, and terminal teams, access services like order management, trucking scheduling, and invoicing. The platform's step-by-step guide helps users create orders, select destinations, and confirm shipments, ensuring smooth operations and communication throughout the transportation process.



