



DP World Road Received Rotation – Amend User's Manual

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Road Received Rotation – Amend

DOCUMENT DETAILS

Document Information

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|-------------------|--------------------------------|
| Document Name | Road Received Rotation – Amend |
| Project Name | Road Received Rotation – Amend |
| Business Unit | DP World |
| Author(s) | DT Training Dept. |
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| Current Version | 1.0 |

Revision History

| Version | Date | Author | Designation | Description of change |
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Approval History

| Version | Date | Name | Designation | Comments |
|---------|------|------|-------------|----------|
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Distribution

| Version | Location |
|---------|----------|
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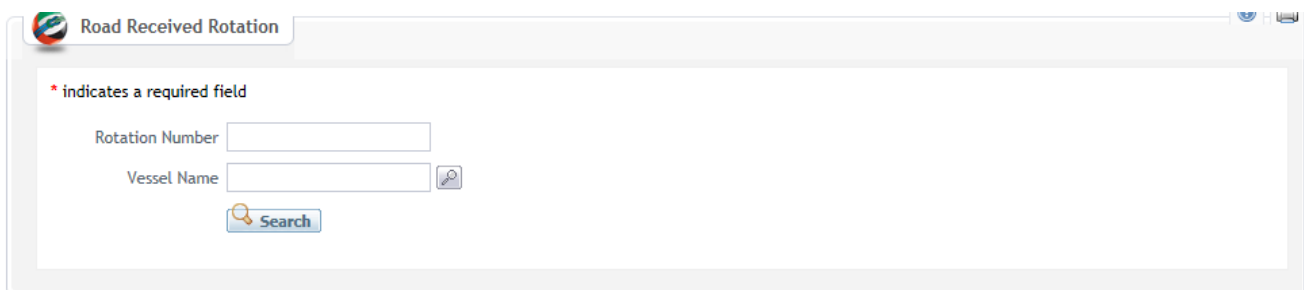
Road Received Rotation – Amend

This service enables Shipping Lines to amend their Road Received Rotation details.

Navigation:

1. Login to **Dubai Trade**
2. Go to **Amend** from the menu on the left
3. Then Go to **Road Received Rotation**

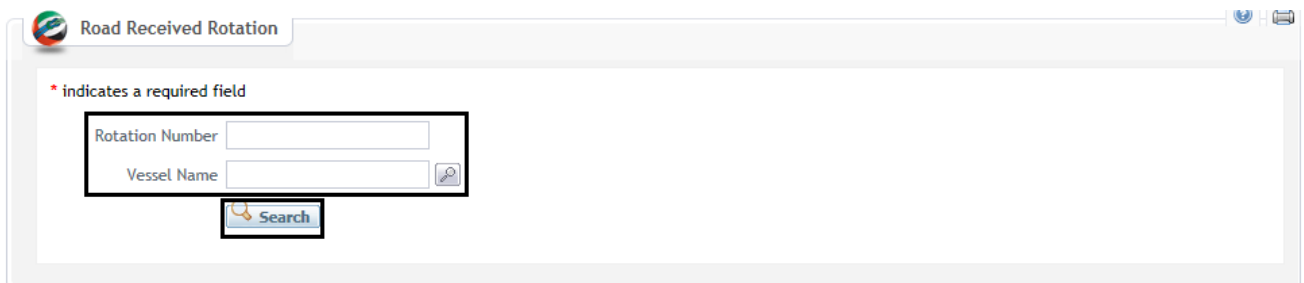
The below screen will be displayed



The screenshot shows a web application window titled "Road Received Rotation". Inside, there is a form with two input fields: "Rotation Number" and "Vessel Name". A red asterisk with the text "* indicates a required field" is positioned above the fields. Below the "Vessel Name" field is a "Search" button with a magnifying glass icon.

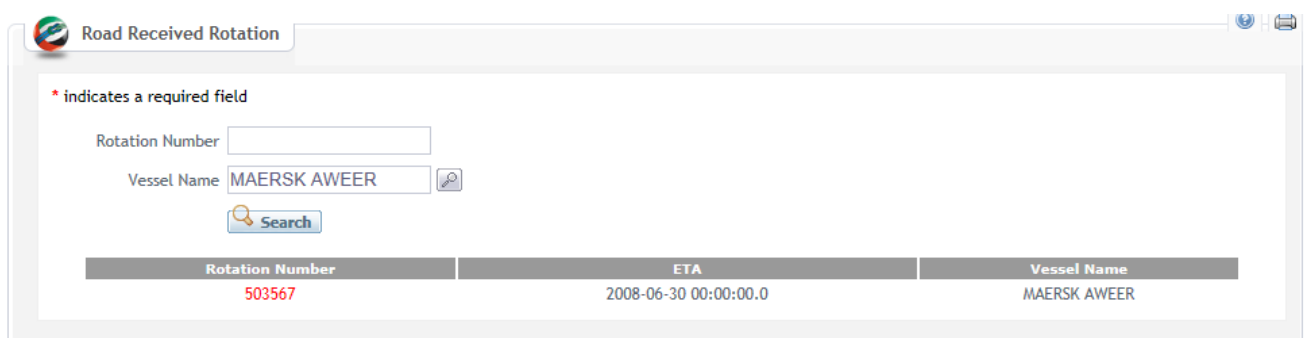
Procedure:

1. Enter either the **Rotation Number** or **Vessel Name** and click **Search**



This screenshot is identical to the previous one, but a black rectangular border highlights the "Rotation Number" and "Vessel Name" input fields and the "Search" button, indicating the area where data entry should occur.

The below screen will be displayed

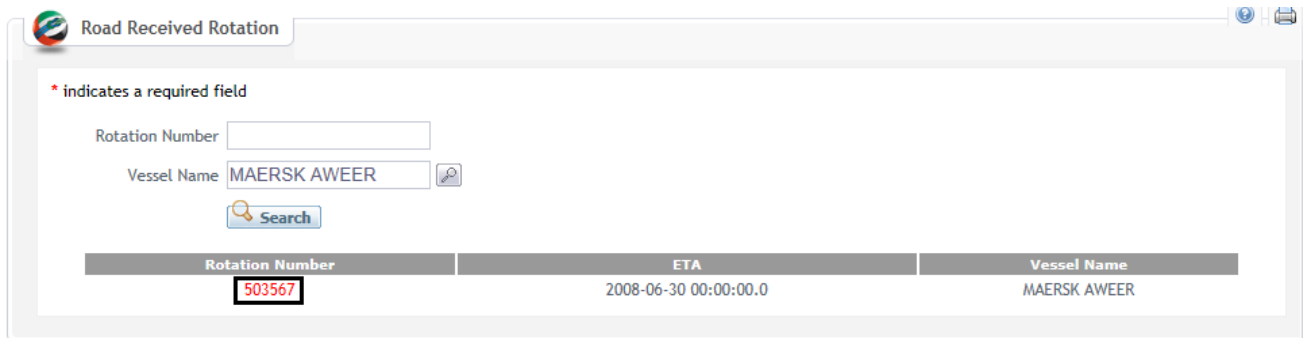


The screenshot shows the same form, but now the "Vessel Name" field contains the text "MAERSK AWEER". Below the form, a table displays the search results.

| Rotation Number | ETA | Vessel Name |
|-----------------|-----------------------|--------------|
| 503567 | 2008-06-30 00:00:00.0 | MAERSK AWEER |

Road Received Rotation – Amend

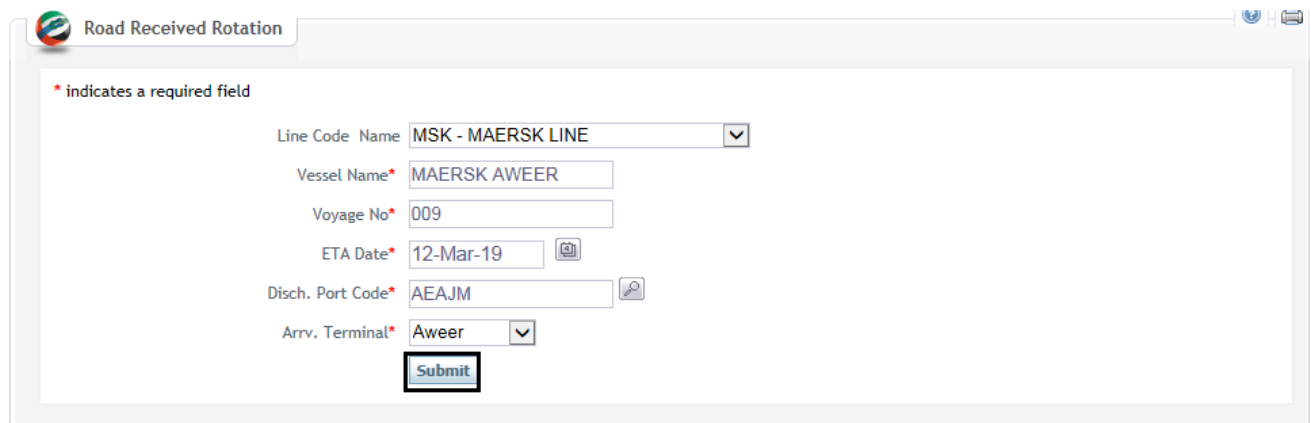
2. Click on the **Rotation Number** to view and edit details of the Rotation



The screenshot shows a web application window titled "Road Received Rotation". It features a search form with fields for "Rotation Number" and "Vessel Name" (containing "MAERSK AWEER"). A "Search" button is present. Below the search form, a table displays the search results:

| Rotation Number | ETA | Vessel Name |
|-----------------|-----------------------|--------------|
| 503567 | 2008-06-30 00:00:00.0 | MAERSK AWEER |

3. Amend the **Details** and click **Submit**



The screenshot shows the "Details" section of the "Road Received Rotation" form. It contains several fields, some marked with an asterisk to indicate they are required:

- Line Code Name: MSK - MAERSK LINE (dropdown menu)
- Vessel Name*: MAERSK AWEER
- Voyage No*: 009
- ETA Date*: 12-Mar-19
- Disch. Port Code*: AEAJM
- Arrv. Terminal*: Aweer (dropdown menu)

A "Submit" button is located at the bottom of the form and is highlighted with a red box.

The confirmation screen will be displayed

Road Received Rotation – Amend

