

USER GUIDE

2017

Shipping Agent Module



PORT KLANG *NET

*Port Single Window for Maritime
and Logistic Communities*

**Windows
Version 2.0**



Rank Alpha Technologies Sdn Bhd®

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Disclaimer

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Table Conventions

Key Symbol

Table 1 : Described the key icons and elements used in this User Guide.

Symbol	Description
	Note : Symbol accompanies important additional information or instruction of which users must take note.
	Caution : Symbol accompanies important information regarding action that may cause minor error
	Warning : Symbol accompanies important information regarding actions that may cause fatal errors.
	Tips : Symbol accompanies usefull information on how to perform a task.
text	Bold text indicate a link, button, dropdown list value or keyboard control that is clickable.
<i>text</i>	Bold and italicized text indicate an entries name
<i>italics</i>	Text in italics indicate field name
mono	Monospace indicate text you enter from keyboard

Table 1

Navigations

Port Klang*Net System was designed so you can access the functions you need with as few mouse clicks as possible. A few navigational elements remain consistent through the programme.

Icons have been used to identify the various types of functions used in **Port Klang*Net System**. Below are the most commonly used icons in the system.

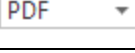
Icon	Description
	To view details records or to expand grid listing childs record.
	Go to previous record
	Go to next record
	Check box to select a record
	Selected record
	Date Time picker
	To display a search windows
	To print a report
	To print the current report
	Export a report and save in to the disk
	Export a report and show it in a new window
	To choose any type of document to save
	Go to the first page
	Go to previous page
	Go to next page
	Go to the last page

Table 2

Chapter 1 Home

1. HOME MODULE

1.1 Skin Themes



Figure 1

Option allows user to setup Skin Themes and change how the system interface look like.

1.2 My1Port – Live Service

Two options available for user:

- Download Live SCN
- SCN Schedule

1.2.1 Download Live SCN



For users to download registered SCN at Port Klang Net*

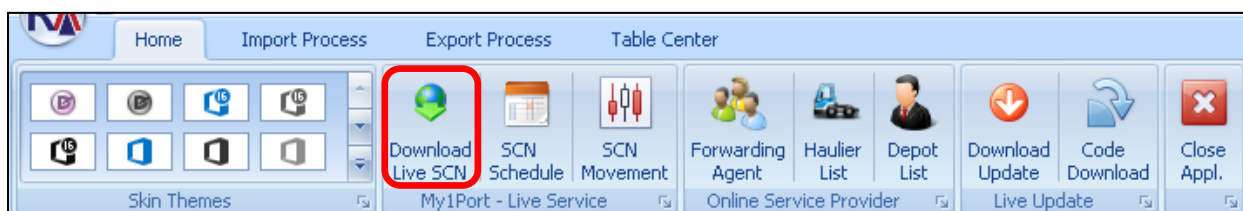


Figure 2

- Click on **Download Live SCN** tab to display the records listing.
- Proceed on **Download** button to start downloading SCN No and the details.

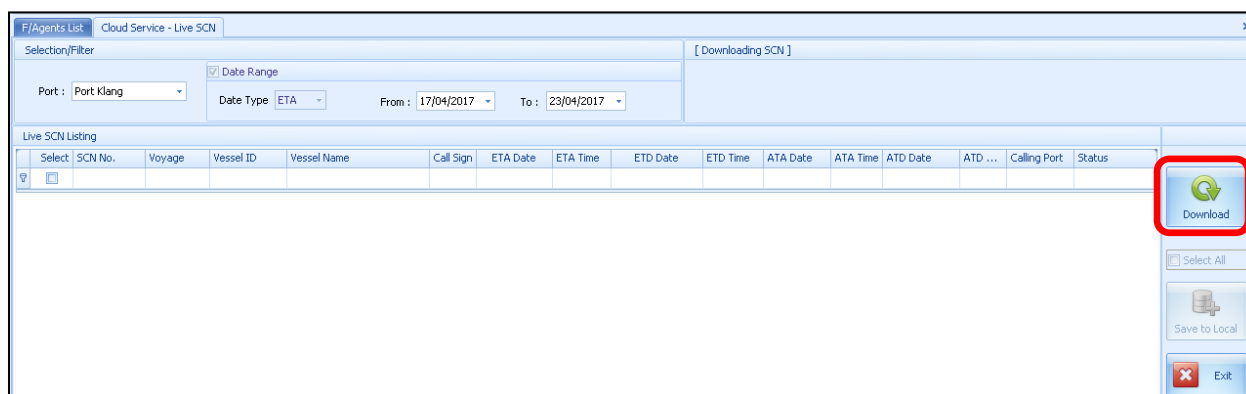
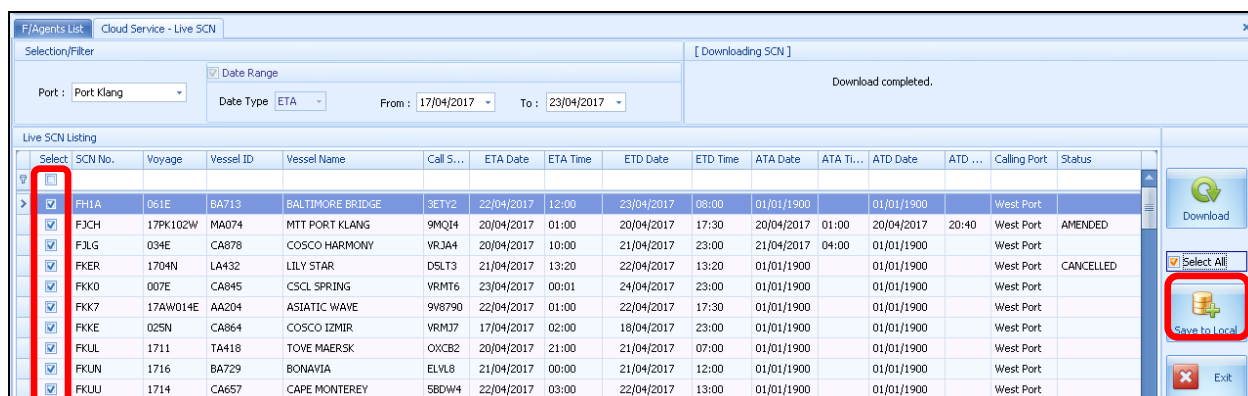


Figure 3

- iii. **SCN No** will be listed on the listing with all the voyage details. Select require **SCN No** and click on **Save to Local** button to save the information into the system.



Selection/Filter: Port: Port Klang, Date Range: Date Type: ETA, From: 17/04/2017, To: 23/04/2017. [Downloading SCN] Download completed.

Select	SCN No.	Voyage	Vessel ID	Vessel Name	Call S...	ETA Date	ETA Time	ETD Date	ETD Time	ATA Date	ATA Ti...	ATD Date	ATD ...	Calling Port	Status
☒	FH1A	061E	BA713	BALTIMORE BRIDGE	3ETV2	22/04/2017	12:00	23/04/2017	08:00	01/01/1900	01:00	01/01/1900	20:40	West Port	AMENDED
☒	FJCH	17PK102W	MA074	MTT PORT KLANG	9MQJ4	20/04/2017	01:00	20/04/2017	17:30	20/04/2017	01:00	20/04/2017	20:40	West Port	AMENDED
☒	FJLG	034E	CA878	COSCO HARMONY	VRJA4	20/04/2017	10:00	21/04/2017	23:00	21/04/2017	04:00	01/01/1900		West Port	
☒	FKER	1704N	LA432	LILY STAR	DSL T3	21/04/2017	13:20	22/04/2017	13:20	01/01/1900		01/01/1900		West Port	CANCELLED
☒	FKK0	007E	CA845	CSC SPRING	VRMT6	23/04/2017	00:01	24/04/2017	23:00	01/01/1900		01/01/1900		West Port	
☒	FKK7	17AW014E	AA204	ASIATIC WAVE	9V8790	22/04/2017	01:00	22/04/2017	17:30	01/01/1900		01/01/1900		West Port	
☒	FKKE	025N	CA864	COSCO IZMIR	VRM37	17/04/2017	02:00	18/04/2017	23:00	01/01/1900		01/01/1900		West Port	
☒	FKUL	1711	TA418	TOVE MAERSK	OXCB2	20/04/2017	21:00	21/04/2017	07:00	01/01/1900		01/01/1900		West Port	
☒	FKUN	1716	BA729	BONAVIA	ELVL8	21/04/2017	00:00	21/04/2017	12:00	01/01/1900		01/01/1900		West Port	
☒	FKUU	1714	CA657	CAPE MONTEREY	5BDW4	22/04/2017	03:00	22/04/2017	13:00	01/01/1900		01/01/1900		West Port	

Buttons: Download, Select All, Save to Local, Exit.

Figure 4

- iii. Successful message will be displayed.

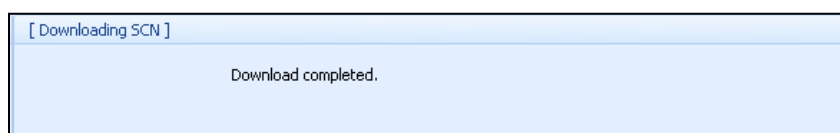


Figure 5

1.2.2 SCN Schedule



Listed all voyage scheduled per SCN and details with estimation arrival and departure.

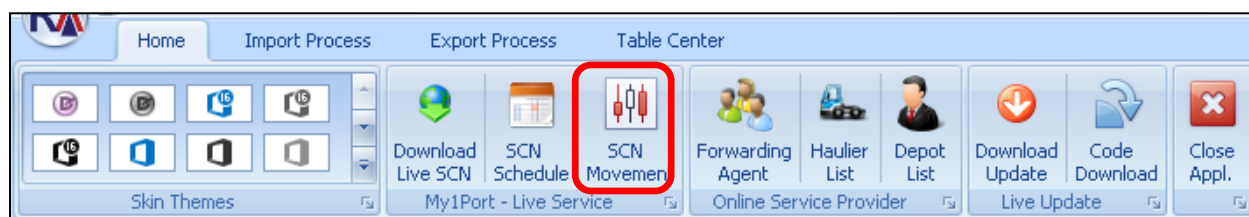


Figure 6

- i. Click on **SCN Schedule** tab to list all the SCN scheduled.
- ii. **SCN Schedule Listing** will be displayed as below.

SCN Schedule Listing									
Drag a column header here to group by that column									
SCN No	Voyage No	Call Port	Vessel ID	Vsl Name	ETA Date	ETA Time	ETD Date	ETD Time	Status
FGMU	147N	P/Klang-North ...	WA025	WEST SCENT ...	25-04-2017 00...	08:00	26-04-2017 00...	20:00	
FPVN	170C022	P/Klang-North ...	OA057	OCEAN STAR ...	23-04-2017 00...	15:47	24-04-2017 00...	11:47	
FPVH	177R007	P/Klang-North ...	M1666	MALAYSIA EXP...	23-04-2017 00...	16:45	24-04-2017 00...	11:00	
FPVG	1703	P/Klang-North ...	B1967	BANDAR BARU...	23-04-2017 00...	00:00	28-04-2017 00...	00:00	
FPVA	177R007	P/Klang-North ...	I0693	INDOMAL EXP...	23-04-2017 00...	17:25	24-04-2017 00...	11:00	
FPV7	001/17	P/Klang-North ...	NA474	NORDPORT ...	23-04-2017 00...	10:00	25-04-2017 00...	10:00	
FPUP	WL02G	P/Klang-North ...	WA125	WO LONG SON...	23-04-2017 00...	01:00	24-04-2017 00...	01:00	
FPUH	V.S1704	P/Klang-North ...	PA510	PVT SEA LION ...	23-04-2017 00...	01:00	24-04-2017 00...	23:59	
FPTV	B234707	P/Klang-West P...	BA427	BARLIAN 234 ...	23-04-2017 00...	20:00	24-04-2017 00...	20:00	
FPTU	B234707	P/Klang-West P...	AA833	ALPHA PROGR...	23-04-2017 00...	20:00	24-04-2017 00...	20:00	
FPTL	02/17	P/Klang-West P...	AA853	ARK ...	23-04-2017 00...	01:00	26-04-2017 00...	23:59	
FPRR	L87050N	P/Klang-North ...	L0919	LOW KIM CHU...	23-04-2017 00...	21:00	24-04-2017 00...	07:00	
FPR8	L87050N	P/Klang-North ...	L0980	LOW KIM CHU...	23-04-2017 00...	21:00	24-04-2017 00...	07:00	
FPPX	0009S	P/Klang-North ...	PA459	PINYA STAR ...	23-04-2017 00...	08:00	24-04-2017 00...	08:00	
FPPT	1704	P/Klang-North ...	LA407	LEWANG ...	23-04-2017 00...	00:00	24-04-2017 00...	00:00	
FPPP	001N	P/Klang-West P...	BA773	BAGAN STAR ...	23-04-2017 00...	08:00	24-04-2017 00...	08:00	

Figure 7

- iii. Select **Start date** and **End Date** at the Date Filter to list the require records and click on **Confirm Delete** button to proceed for deletion.

Delete by Filter

Start Date

26-04-2017

End Date

26-04-2017

Confirm Delete

Figure 8

- iv. User are allows to purge the SCN by clicking on **Purge SCN** button.
- v. Successful message will be displayed.

1.2.3 SCN Movement



SCN Movement will show each movement and status from estimation date to actual date and location. Status for each SCN will clearly state to notify users.

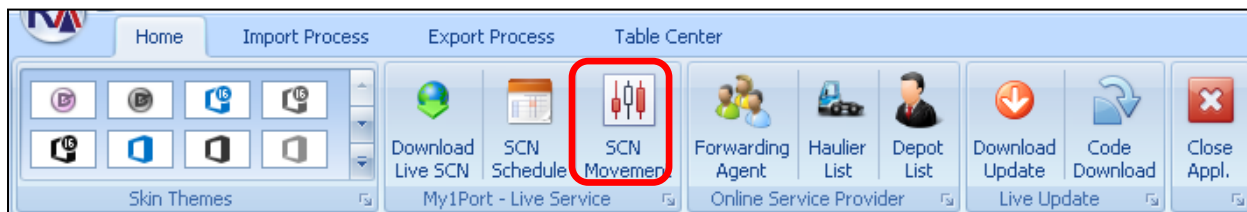


Figure 9

- i. Click on **SCN Movement** tab to see the Vessel movements by SCN No.
- ii. Below screen will be displayed and listed all vessel movements details. Click on **Download** button to start download.

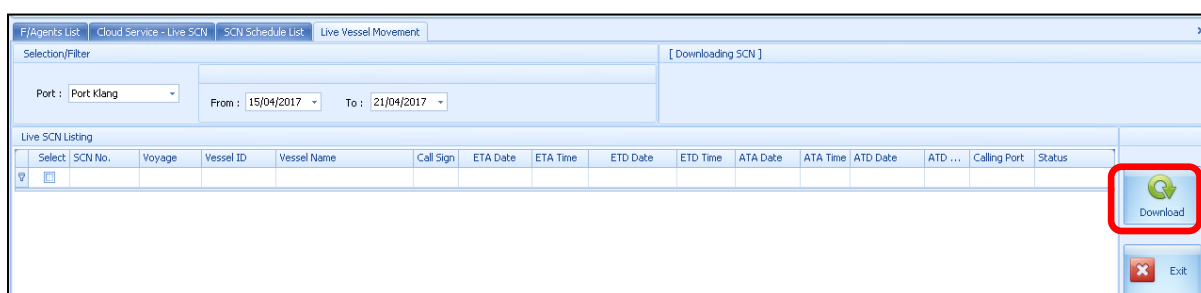


Figure 10

- iii. **Vessel Movement** will be shown on the listing completed with SCN details information.

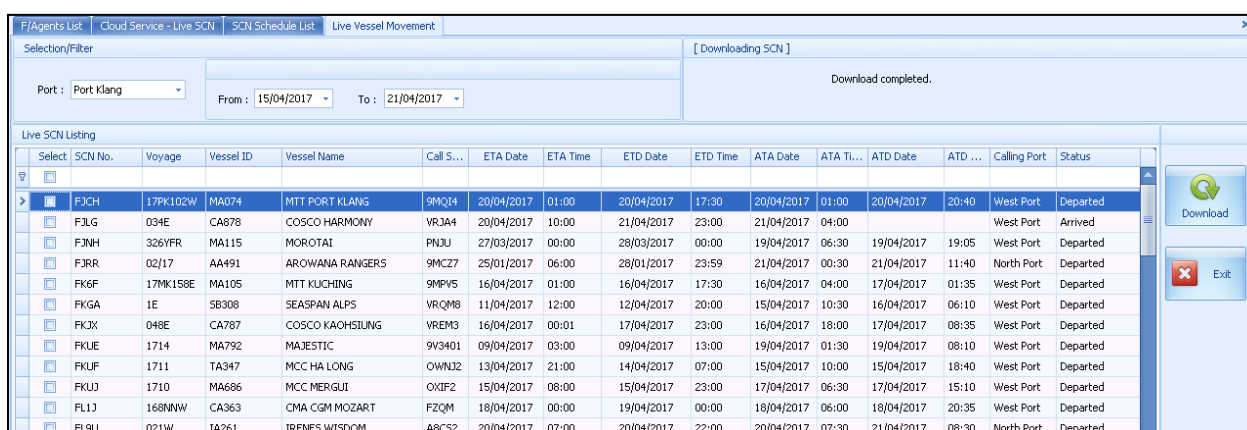


Figure 11

1.3 Online Service Provider

Three options available for online downloading:

- Forwarding Agent
- Haulier
- Depot

1.3.1 Forwarding Agent

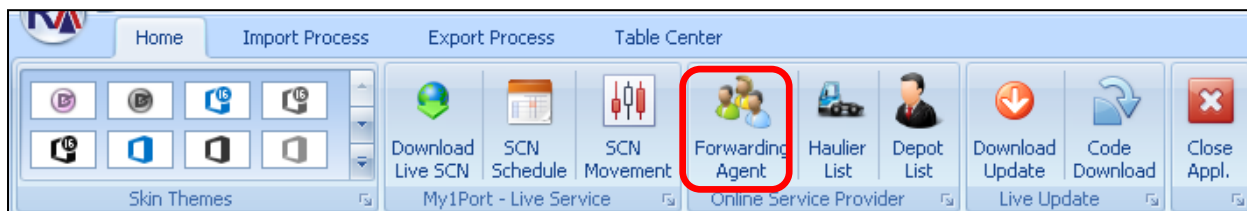


Figure 12

- Click on **Forwarding Agent** tab to download Forwarding Agent which registered at Port Klang Net.
- The below screen will be displayed to allows user click on **Download** button and retrieve the require data.

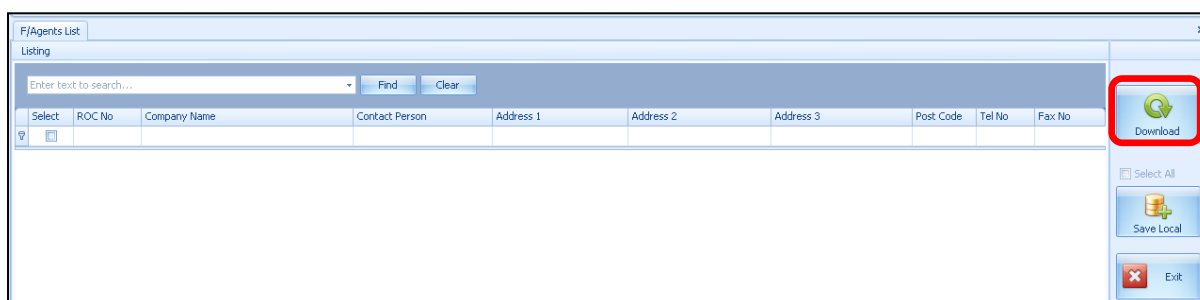


Figure 13

- A list of Forwarding Agent will be displayed as below. Tick on the check box to select any required Forwarding Agent.

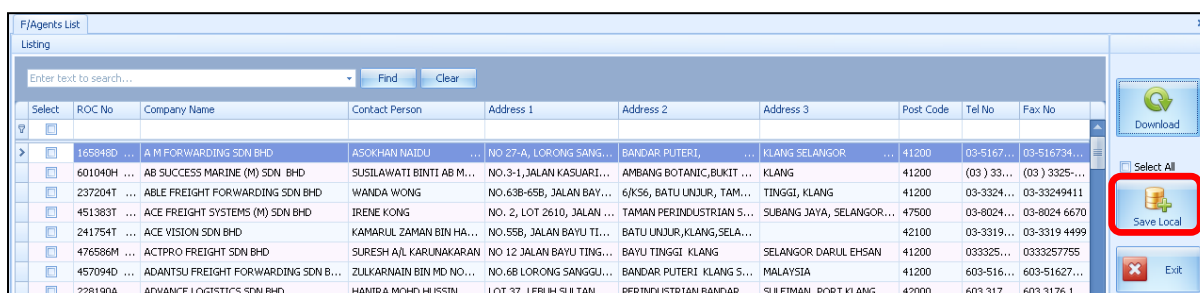


Figure 14

- Click on **Save to Local** button to save the data into the system.

- v. Message will be displayed once finished downloading and data successfully saved.

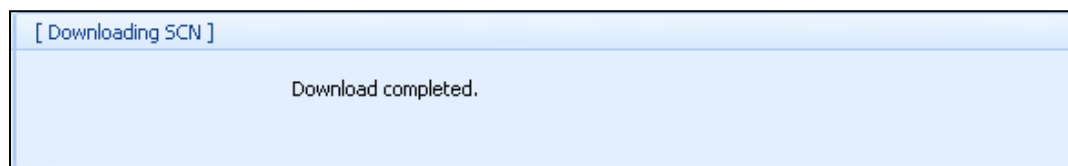


Figure 15

1.3.2 Haulier List

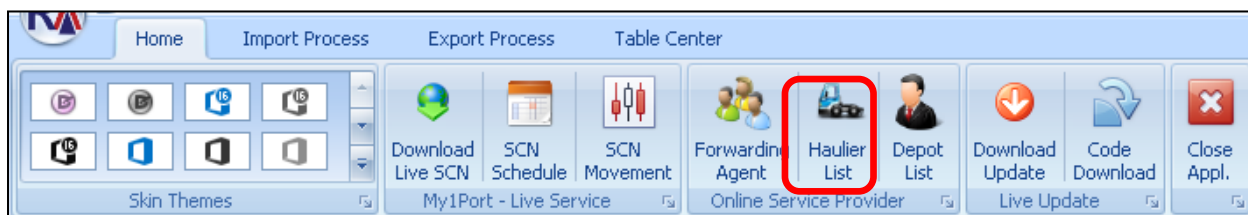


Figure 16

- Click on **Haulier List** tab to proceed download Haulier which registered at Port Klang*Net.
- The screen will be displayed as below to allow you click on **Download** button and retrieve a list of Haulier.

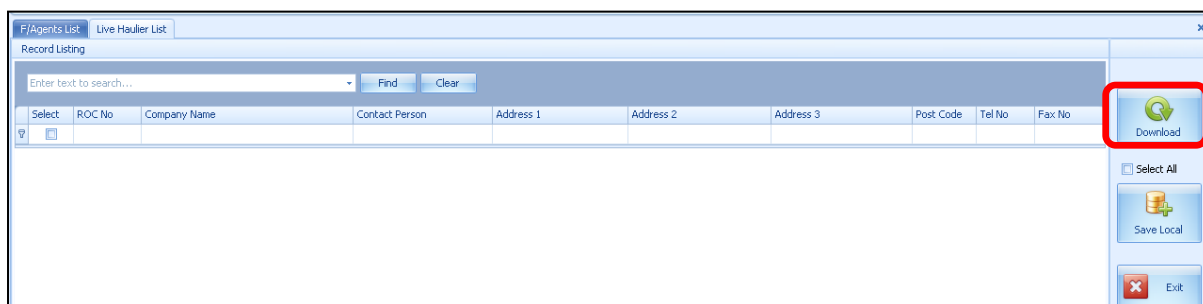


Figure 17

- Haulier List** will be shown as below. Select any **Haulier** and click on **Save to Local** button to save the record into the system.

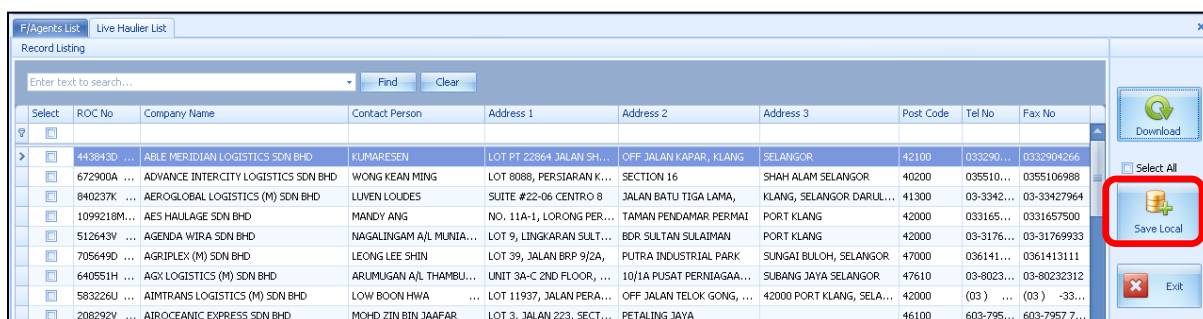


Figure 18

- iv. System will shows below message once downloading and updating is completed.

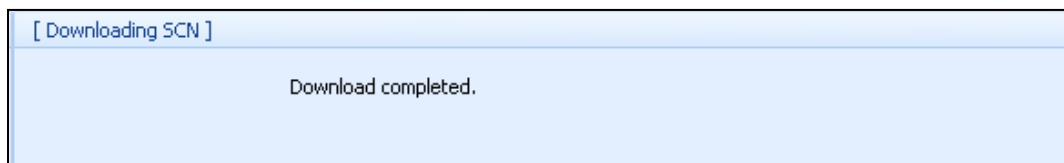


Figure 19

1.3.3 Depot List

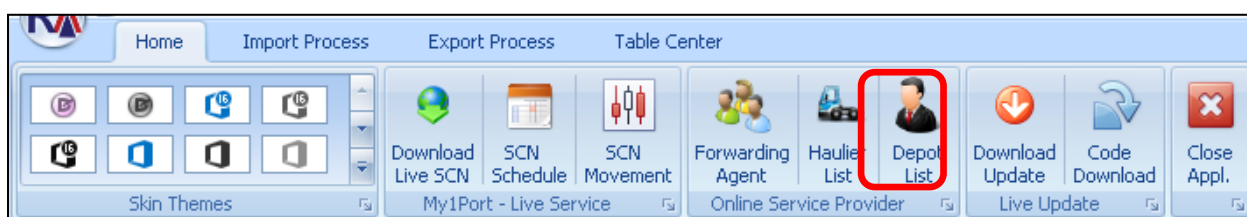


Figure 20

- Click on **Depot List** tab to start download a list of Depot which has been registered at Port Klang*Net.
- The below listing will be displayed for user to click on **Download** button and retrieve a list of registered Depot.

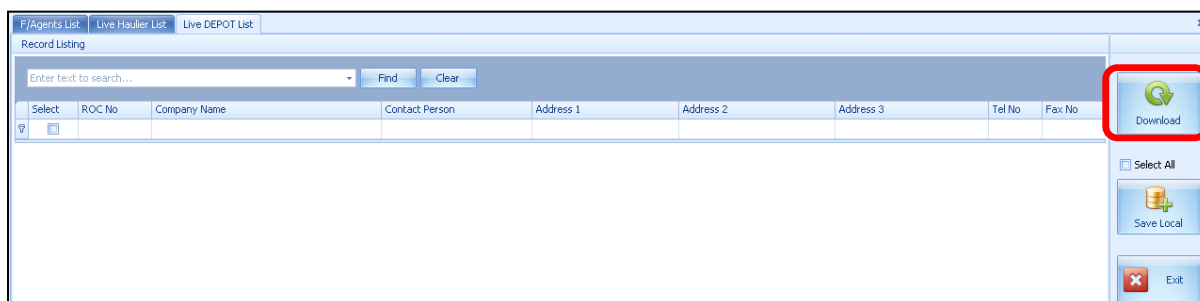


Figure 21

- Depot list** will be shown as below listing. Tick the check box to select any requires record and click on **Save to Local** button to save the data into the system.

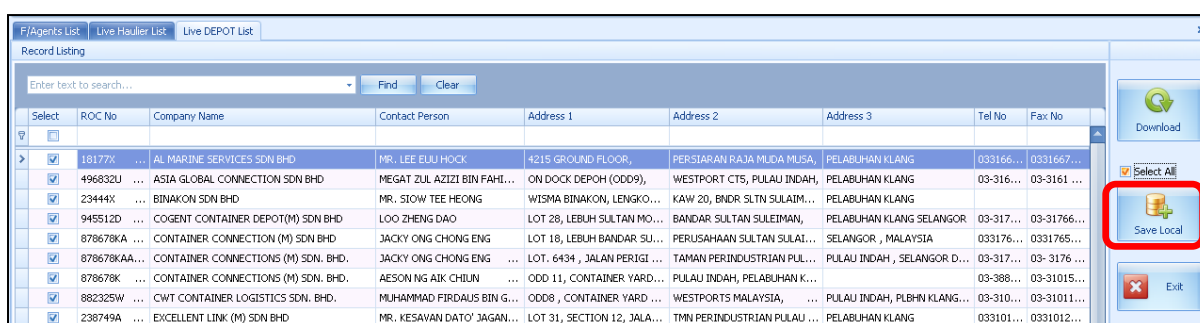


Figure 22

- iv. Message will be displayed once record successfully downloaded and saved into the system.

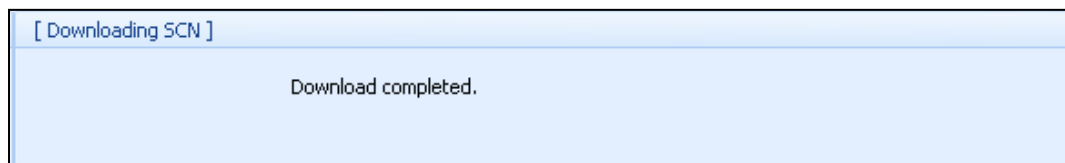


Figure 23

1.4 Live Update

1.4.1 Download Update

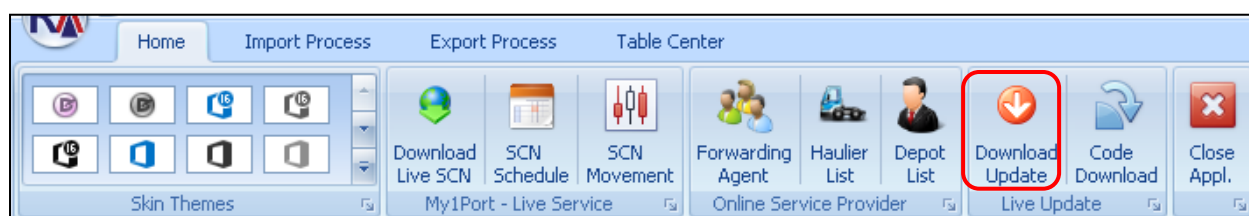


Figure 24

- i. Choose **Home** tab and select **Download Update** to update the latest patches of **PK*Net System**.
- ii. Confirmation popup will appear before can proceed further. Click **Yes** to continue close current application before proceed.

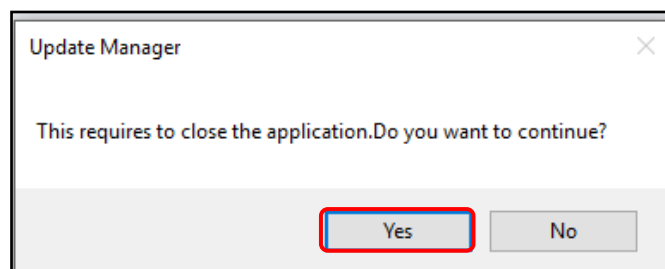


Figure 25

- iii. Disclaimer windows will popup and click on **Agree** checkbox to proceed further. **Next** button will be enabled to click before updating starts the process.

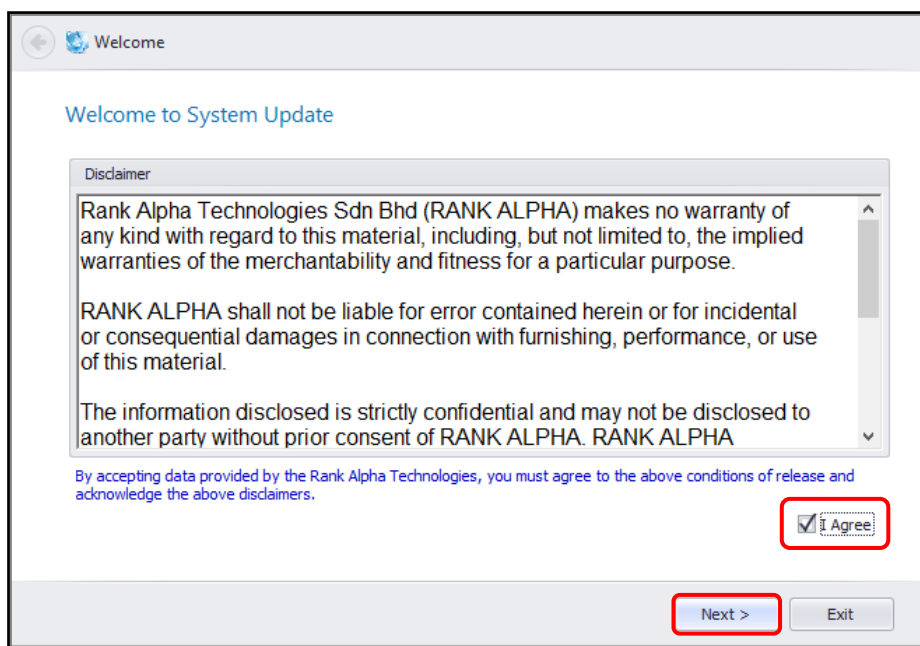


Figure 26

- iv. Click on **Next** button on Figure 26, below screen will appear for user to confirm the system name and Id.

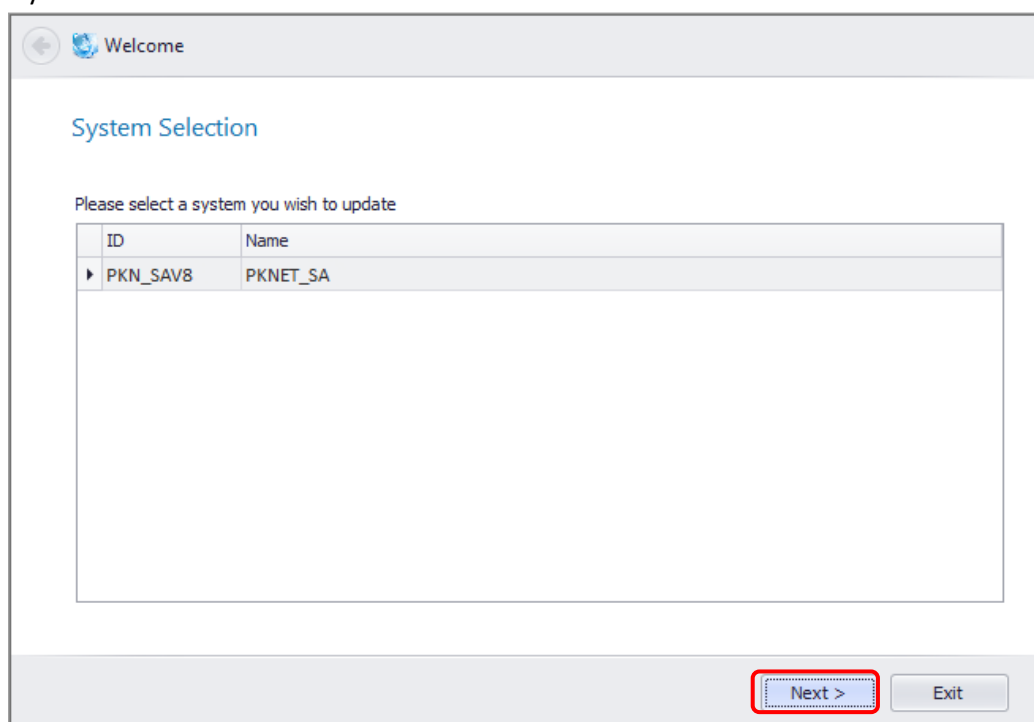


Figure 27

- v. Click on **Check Update** button to check for any latest patches. System will show all the patches that have to update.

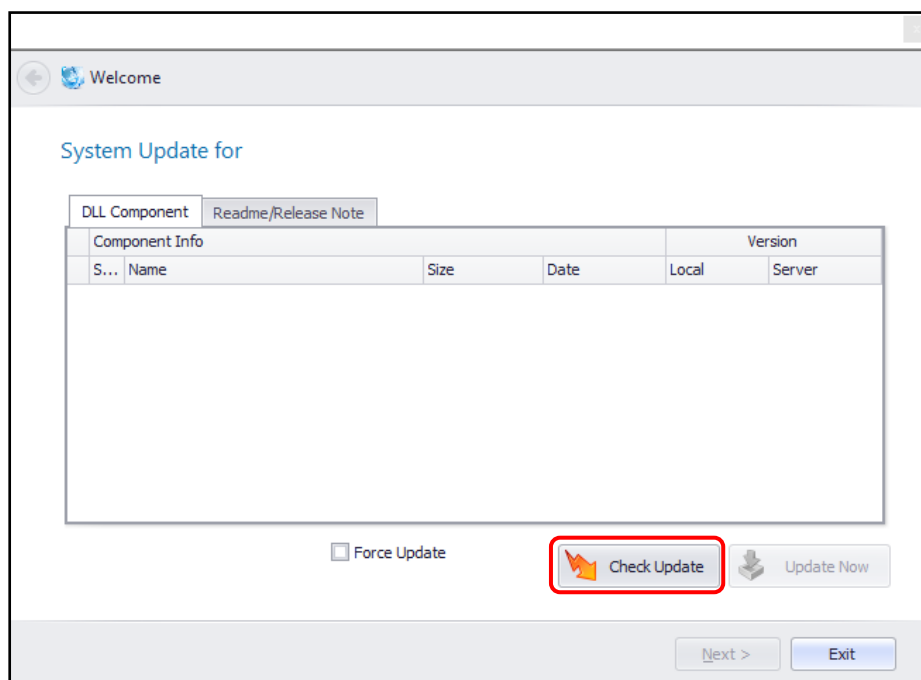


Figure 28

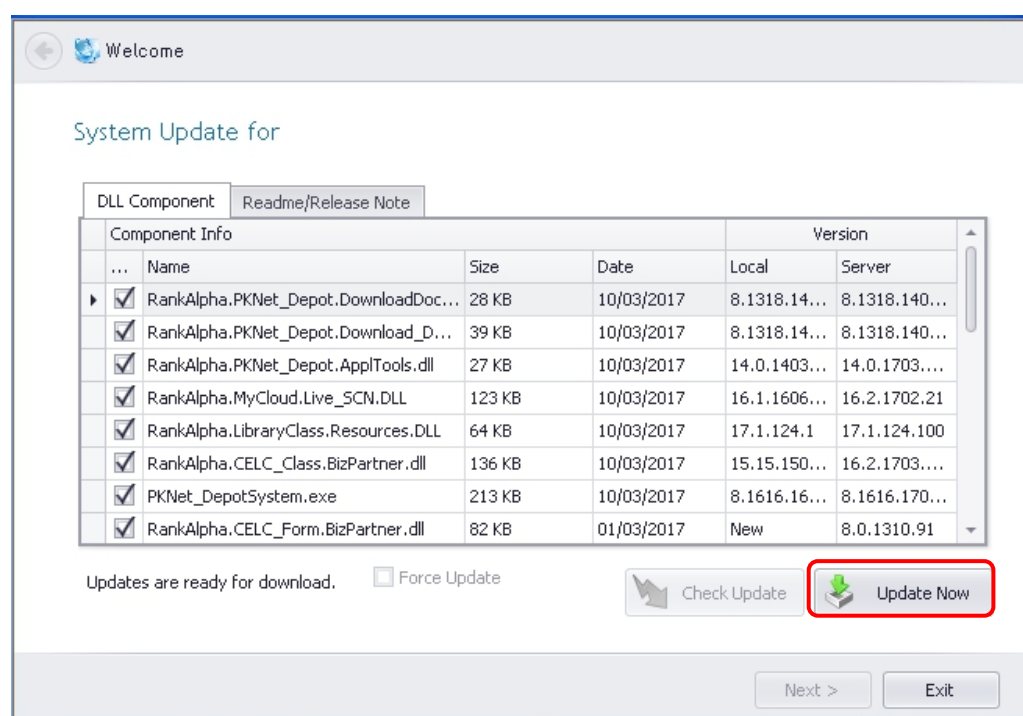


Figure 29

- vi. User are allows to check and compare the latest patches with the current patches used. Tick the check box for any requires patches to be updated. Click on **Update Now** to proceeds update on the current system.
- vii. Click on **Finish** button and your system ready for the latest updated system.

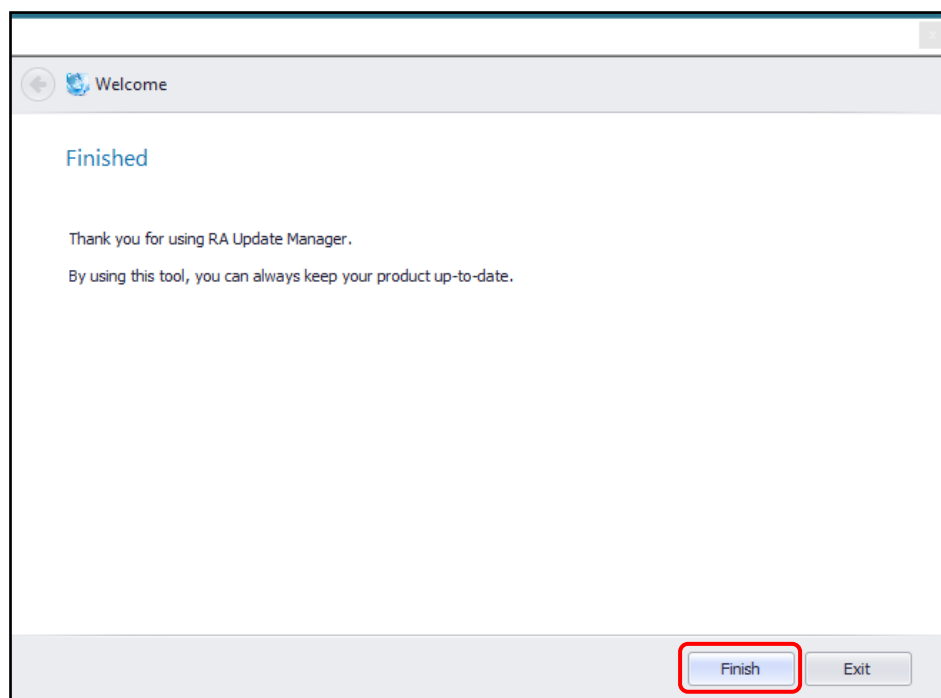


Figure 30

1.4.2 Code Download

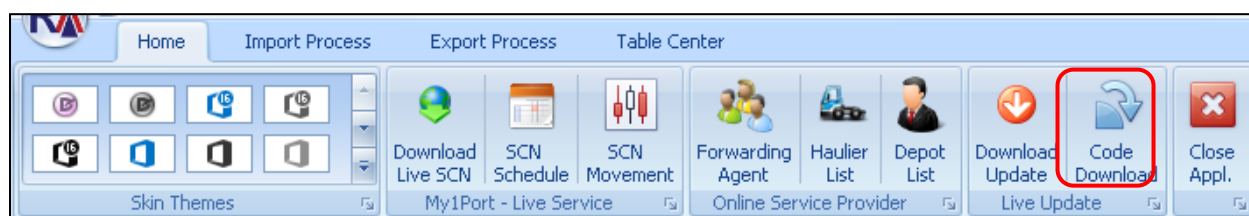


Figure 31

- i. Click on **Code Download** tab to proceed for Table Center update.
- ii. The below screen will be displayed and user ready to click on **Get Table List** button to proceed further.

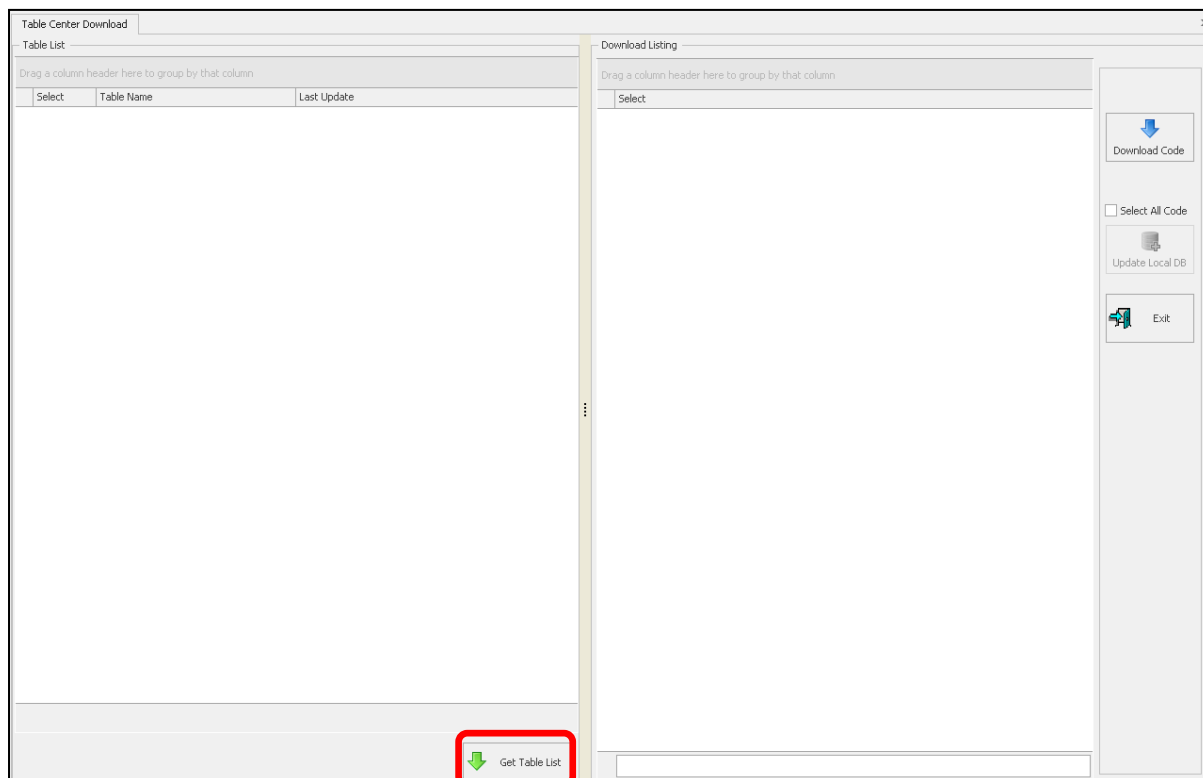


Figure 32

- iii. From below screen, user have to tick on the check box to select any require **Table Name** from the **Table List**. Click on **Download Code** button to retrieve the list of codes for the selected table.

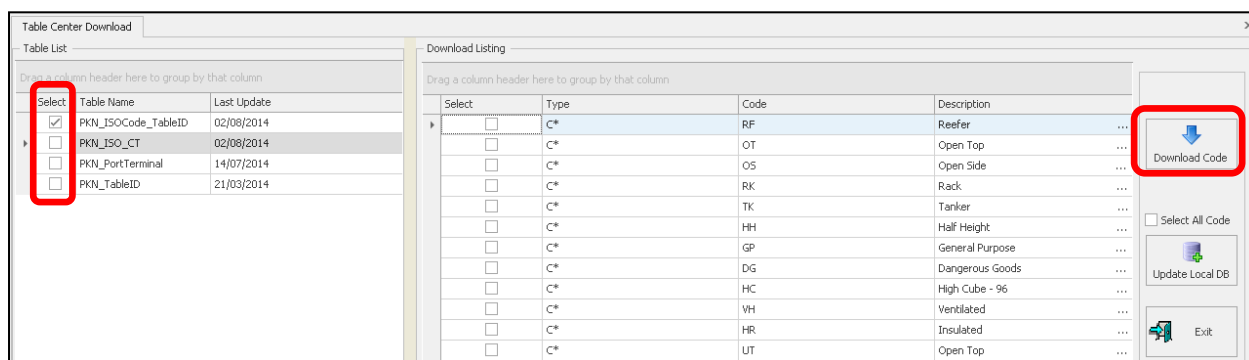


Figure 33

- iv. Once successfully downloaded, a list of codes for the selected table will be listed on the right windows.

- v. Tick any required **Code** from the list, otherwise tick the check box **Select All Code** to select all entire codes and click on **Update Local DB** button to save the code into the system.

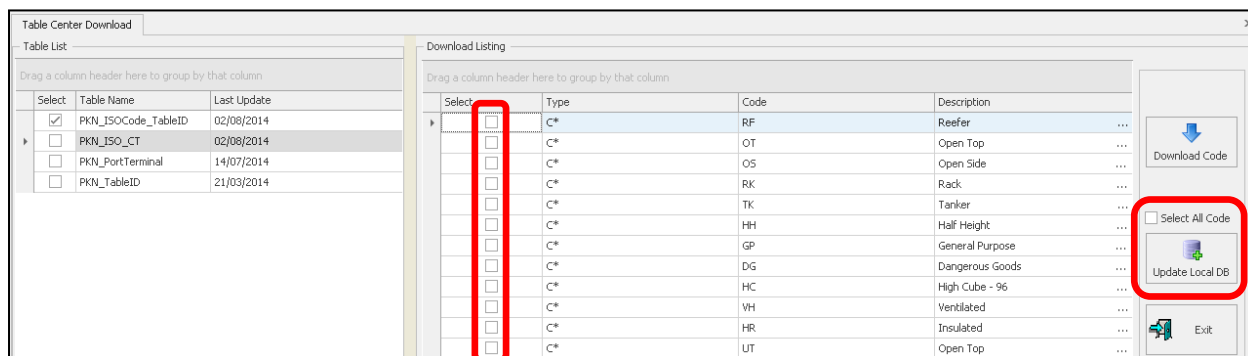


Figure 34

- vi. System will prompt a successful message once updating is successfully completed.



Figure 35

Chapter 2 Import Module

2. IMPORT MODULE

2.1 PKNet Cloud

2.1.1 Download eDocument

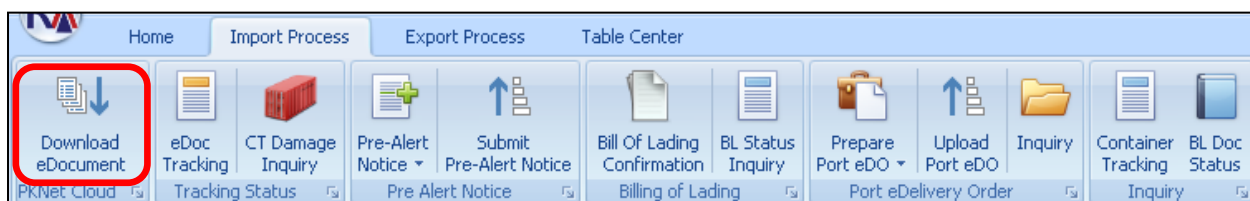


Figure 36

- Click on **eDocument** tab to proceed for the download listing.
- The screen will be displayed as below. Click on **Download** button to start download eDocument

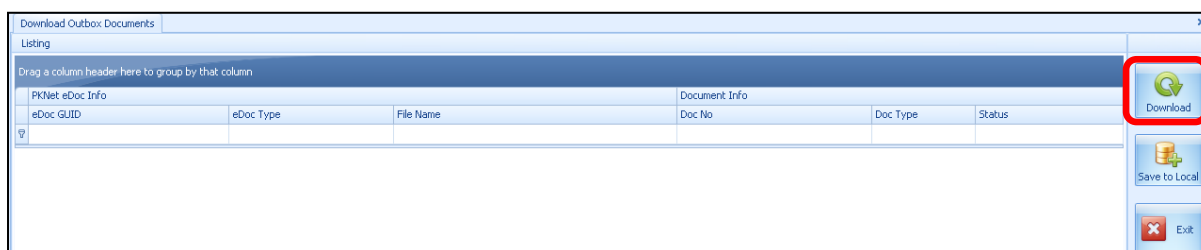


Figure 37

- Downloaded **eDocument** will be listed on the listing for user to select for next action. Select **eDoc GUID** and click on **Save to Local** button to save the records into the local system.

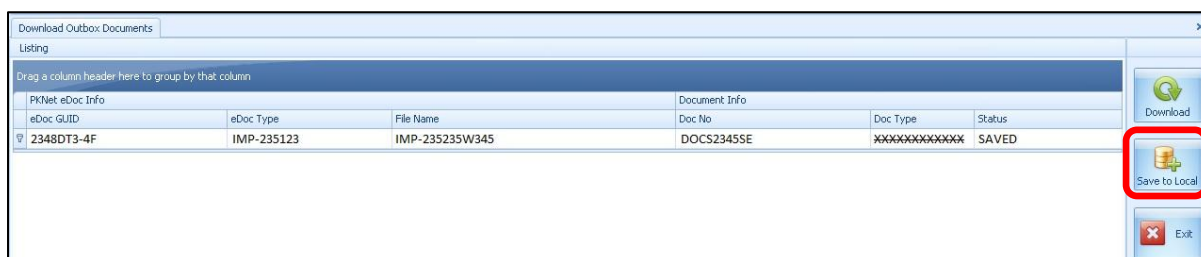


Figure 38

- iv. System will display below message once successfully downloaded and updated into the system.

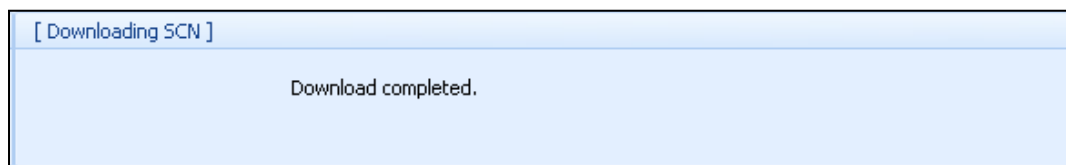


Figure 39

2.2 Tracking Status

Two option available for user to choose:

- eDoc Tracking
- CT Damage Inquiry

2.2.1 eDoc Tracking

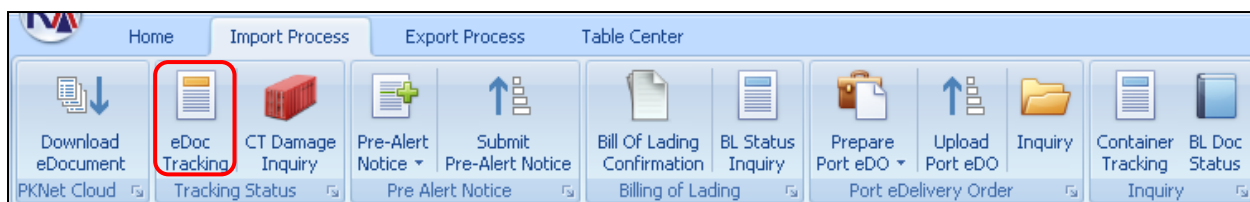


Figure 40

- Click on **eDoc Tracking** tab to proceed for document tracking status.
- eDoc Tracking screen will be shown as below which combined the information of Job Manager, document and container status.

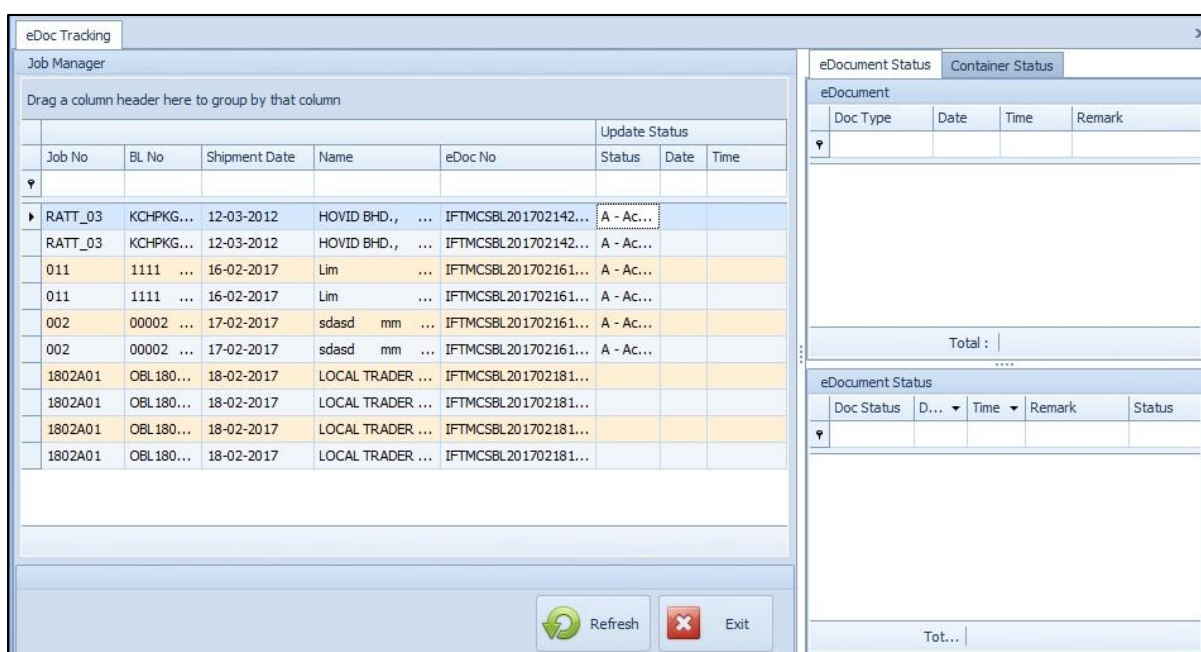


Figure 41

iii. Screen consist of 3 main session for more details information:

- Click on **Job No** to view documents and shipment details status.
- Click on tab **eDocument Status** to view eDocument Status.
- Click on tab **Container Status** to view container status and flow status.

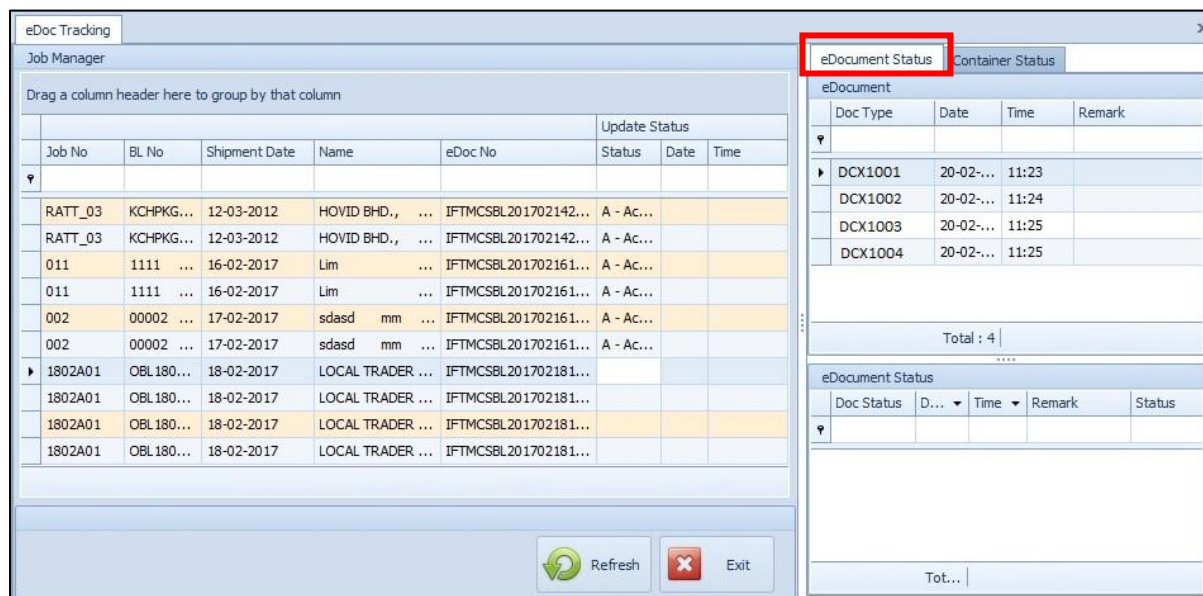


Figure 42

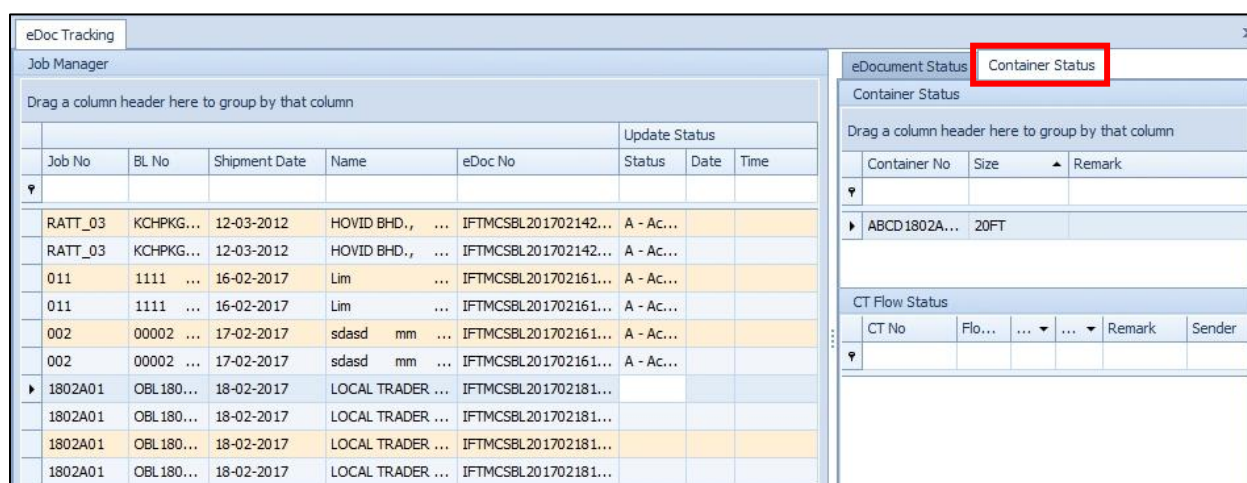


Figure 43

2.2.2 CT Damage Inquiry

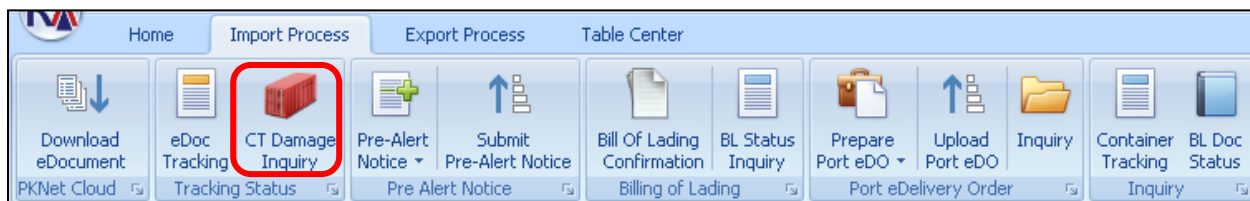


Figure 44

- i. Click on **CT Damaged Inquiry** tab to proceed for tracking container damaged status.
- ii. The screen will be displayed as below which categorized into 2 session:
 - a. General Information
 - b. Damaged information

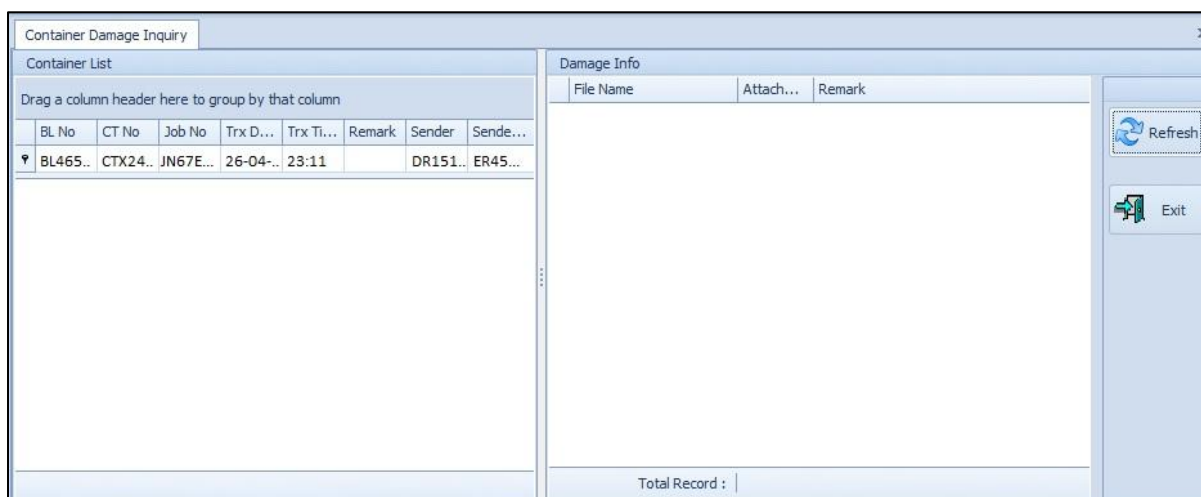


Figure 45

- iii. Click on **Refresh** button to refresh the listing. Select on any BL record under Container List and system will view damaged information on the right windows.

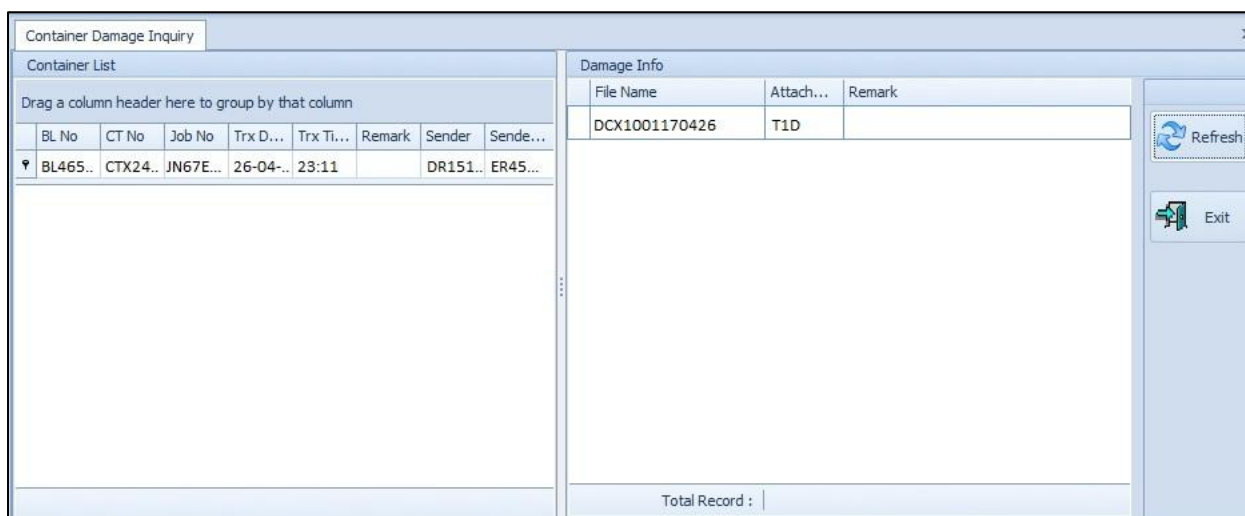


Figure 46

2.3 Pre-Alert Notice

Two options available for user selections:

- Pre-Alert Notice : Preparation of Pre-Alert Notice
- Submit Pre-Alert Notice



Pre Alert Notice is notifying of the goods arriving

2.3.1 New Pre-Alert

Consist of 3 options for user to used:

- New Pre Alert
- Edit PAN Rec.
- Delete Rec. PAN

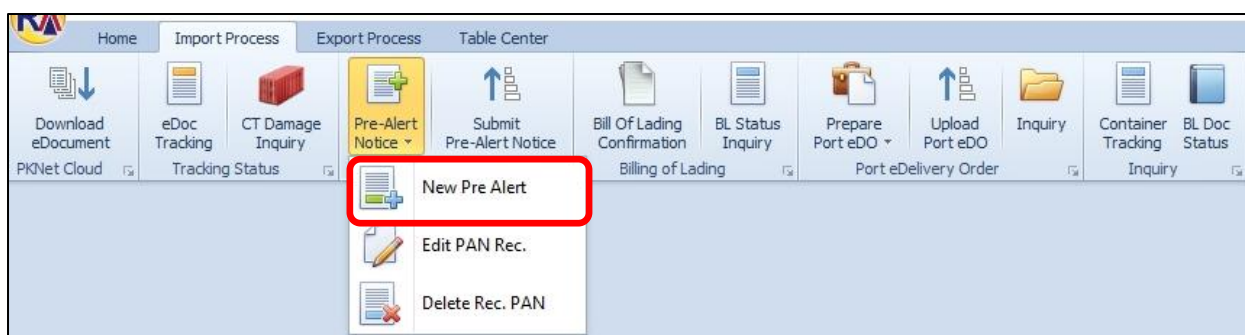


Figure 47

- Go to **Pre-Alert Notice > New Pre-Alert** to create new pre-alert record.
- Entries screen will be displayed as below for new creation of Pre Alert Notice.

Figure 48

- iii. Fill in all requires fields and click **Save** button once complete the entries.

Pre Alert Notice

Job Header

Job No : JN12353 Open Date : 05-06-2017 Place Issue : TGM - TANGJUNG MALIM

PAN No : PNT2352 Transport Mode : 1 - By Sea Date of Issue : 05-06-2017

Ocean BL : OBL25624 Shipment Date : 05-Jun-17 Remark :

Ship Call No : FS346 Forwarding Agent : MYPKGRAFA - RANK ALPHA FORWA...

Job Details

Customer Details

Customer ? : ☒ Existing ☐ New

Local Trader : LT1001

Name : SYARIKAT PERKAPALAN SASS

Address : NO MENARA 1

JALAN MENARA 1

BANDAR MENARA JAYA

Contact Name : MUKHSIN OTHMAN

Tel No : 019-9999999 Fax No : 017-7777777

Shipment Details

Voyage No : VG164346 ETA : 05-06-2017 23:11

Vessel ID : VID1 - VESSEL 1

Loading Port : SG - SINGAPORE

Discharge Port : DB - DUBAI

Place of Receipt : IND - INDONESIA

Port ID : PPID2E - PORT 1224

Figure 49

- iv. Successful message will display once entries successfully.

2.3.2 Edit Pre-Alert

Pre-Alert Notice

New Pre Alert

Edit PAN Rec.

Delete Rec. PAN

Figure 50

- i. **Pre-Alert Notice > Edit Pre-Alert** option, user able to modify an existing pre-alert record from the system
- ii. *Edit Pre Alert Notice Listing* will be shown as below to allow user select any record for editing.

Edit Pre Alert Notice

Record Listing

Drag a column header here to group by that column

Pick	Job No	PAN No	BL No	Shipment Date	Local Trader	Cargo Description	SCN Info	Voy. No	ETA Date	ETA Time
☒	JN123...	PNT235...	OBL256...	05-06-17	MYPKGRAFA - RANK ALPHA FORW...	CARG DESC ...	SCNX6463	VG164346	05-06-17	23:11

View/Appv

Refresh

Exit

Figure 51

- iii. Tick the checkbox and click **View/Appv** button to proceed for editing the selected record.
- iv. Entries of Pre-Alert Notice will display as below. Edit necessary details and click **Save** once done a require modification.

The screenshot shows a software interface for managing shipping jobs. It is divided into two main sections: 'Job Header' and 'Job Details'.

Job Header: This section contains various input fields for job identification and logistics details. Fields include Job No (JN12353), PAN No (PNT2352), Ocean BL (OBL25624), Ship Call No (FS346), Open Date (05-06-2017), Transport Mode (1 - By Sea), Shipment Date (25-Jun-17), Place Issue (TGM - TANGIUNG MALIM), Date of Issue (05-06-2017), and Forwarding Agent (MYPKGRAFA - RANK ALPHA FORWA...). There are 'Save' and 'Exit' buttons on the right.

Job Details: This section is further divided into 'Customer/Shipments Info', 'Cargo Info/Extra Info', 'Container Info', and 'Charges'. The 'Customer Details' tab is active, showing fields for Customer (Existing/New), Local Trader (LT1001), Name (SYARIKAT PERKAPALAN SASS), Address (NO MENARA 1, JALAN MENARA 1, BANDAR MENARA JAYA), Contact Name (MUKHSIN OTHMAN), Tel No (019-9999999), and Fax No (017-7777777). The 'Shipment Details' tab is also visible, showing Voyage No (VG164346), ETA (05-06-2017 23:11), Vessel ID (VID1 - VESSEL 1), Loading Port (SG - SINGAPORE), Discharge Port (DB - DUBAI), Place of Receipt (IND - INDONESIA), and Port ID (PPID2E - PORT 1224). There are 'Save' and 'Exit' buttons on the right.

Figure 52

2.3.3 Delete Pre-Alert – [Will be available soon]

2.3.4 Submit Pre-Alert

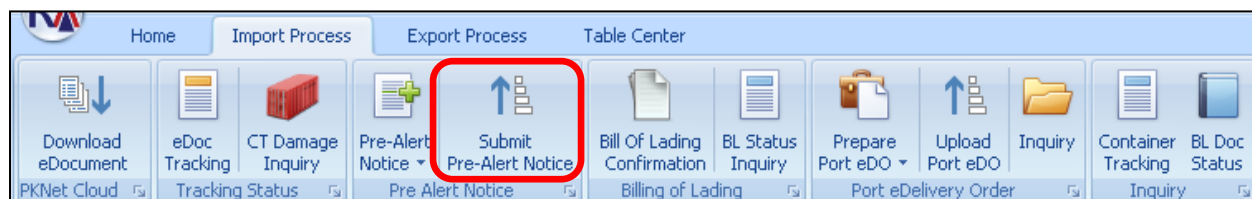


Figure 53

- i. From **Import Module > Submit Pre-Alert Notice** option, users are allowed to submit pre-alert record.
- ii. The below screen will be displayed for user to proceed for submission.

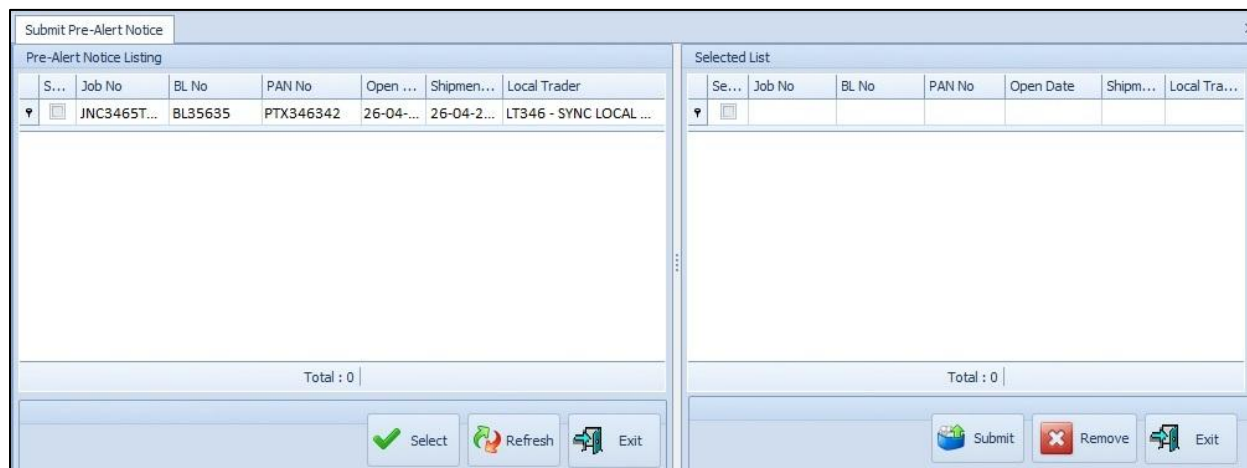


Figure 54

- iii. Tick the check box from *Submit Pre-Alert Notice Listing* to select the record and click **Select** button to confirm the selection for submission.
- iv. Those ticked and selected record will be displayed at *Selected List* on right pane as below screen.

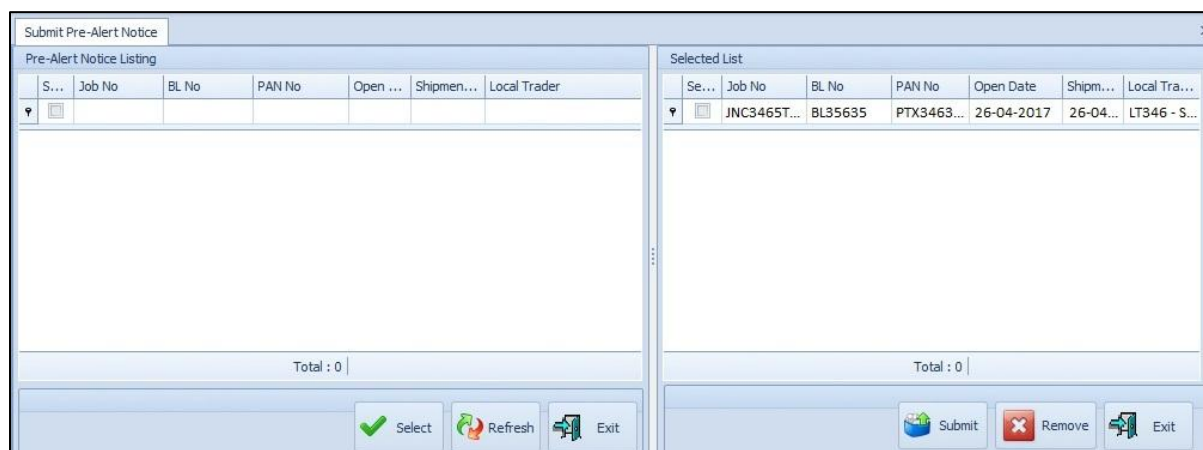


Figure 55

- v. The same method use, user have to tick the check box to select the require record and click **Submit** button to proceed for submission process.
- vi. Successful message will be displayed once record submitted successfully.

2.4 Bill of Lading



Bill of Lading is a legal document between the shipper of goods and the carrier detailing the type, quantity and destination of the goods being carried.

Two options available under this:

- Bill of Lading Confirmation
- BL Status Inquiry

2.4.1 BL Confirmation

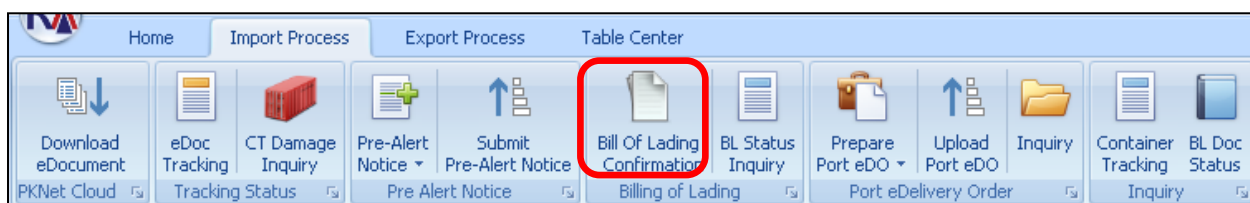


Figure 56

- Click on **Import Module > Bill of Lading Confirmation** to proceed further.
- Record listing will be displayed as below for user to view or approved the Bill of Lading.
- Tick the checkbox to select the require BL and click on **View/Approv** to view the selected BL.

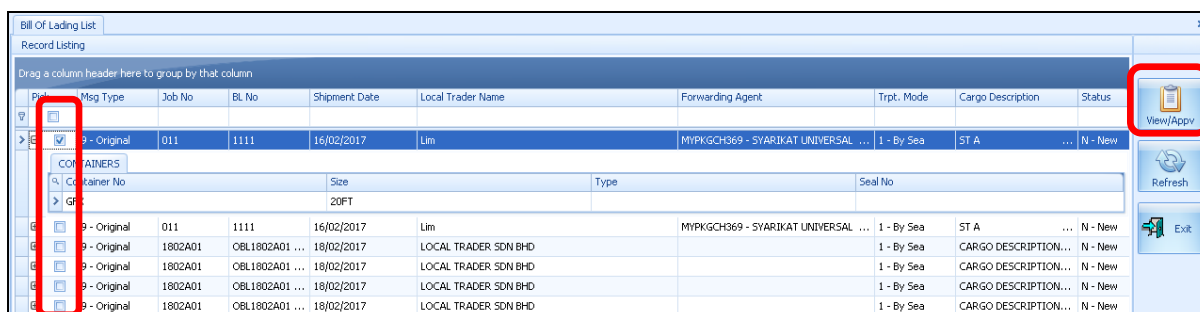


Figure 57

- iv. Fill in all necessary information and click **Reply** button.

Figure 58

- v. Once click on **Reply** button, a popup BL Status will shows as below.

Figure 59

- vi. Fill in all necessary information and click on **Confirm** button to confirm Bill of Lading.
- vii. Successful message will be displayed.

2.4.2 BL Status Inquiry

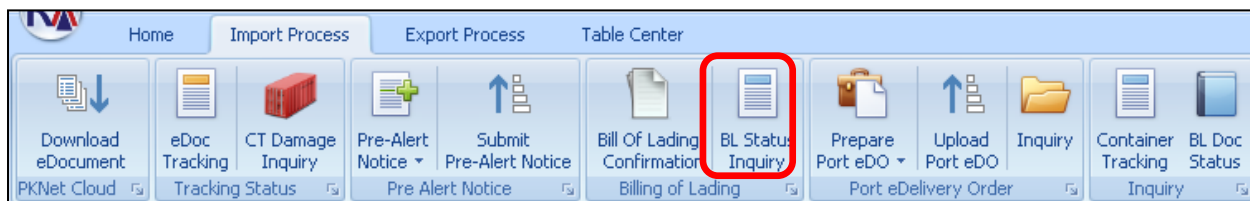


Figure 60

- i. Click on **BL Status Inquiry** tab to proceed for BL Status Inquiry option.
- ii. System will shows *BL Accepted List* as below screen.



Figure 61

- iii. Click **Refresh** button whenever require to load and refresh the listing.
- iv. Tick the checkbox to select the require BL and details BL status will be listed on *BL Status Listing*.



Figure 62

2.5 Port eDelivery Order

Currently available for:

- Upload Port eDo
- Inquiry

2.5.1 Prepare Port eDo – [Will be available soon]

2.5.2 Upload Port eDo

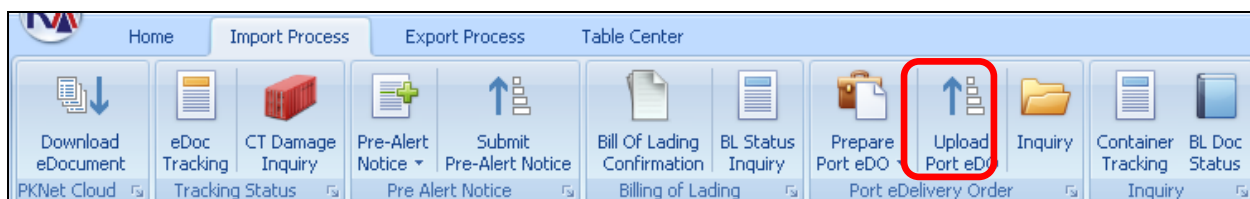


Figure 63

- Click on **Upload Port eDo** tab to proceed upload eDelivery order.
- System will show Delivery Order Listing as below screen.

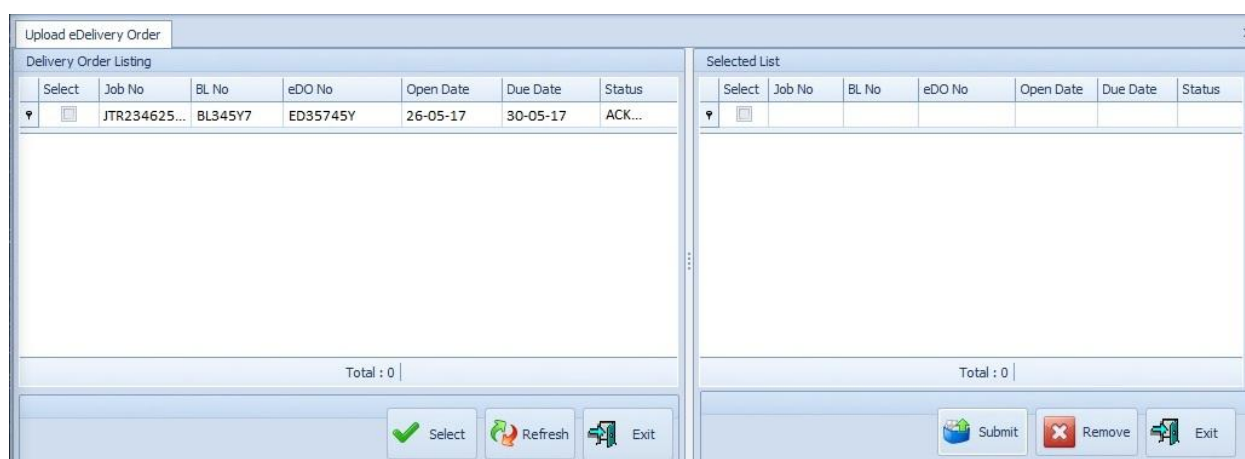


Figure 64

- Tick to select a required record and click **Select** button to confirm selected record for submission.
- Selected record will be displayed at *Selected List* on the right pane.
- To send a record for submission, tick on checkbox and click **Submit** button to submit record.

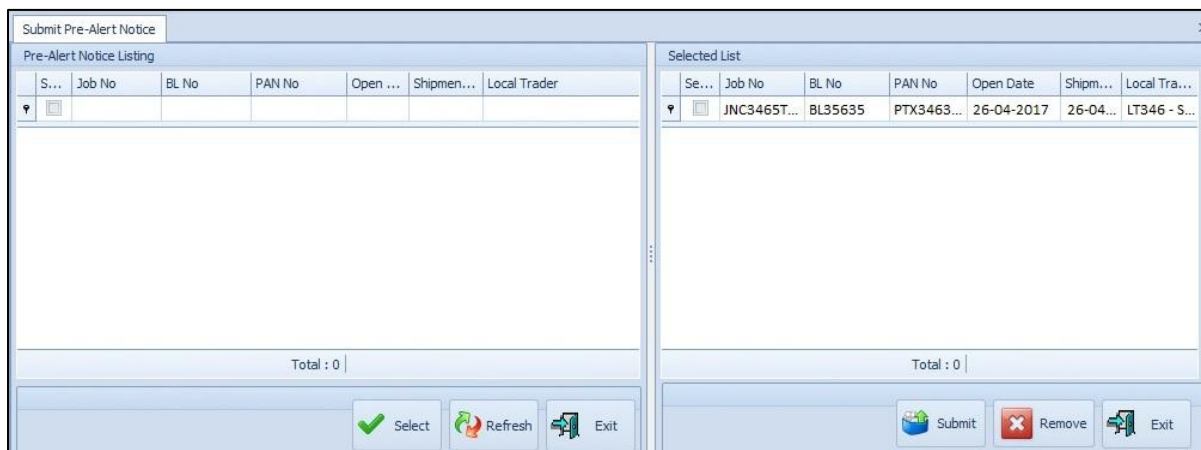
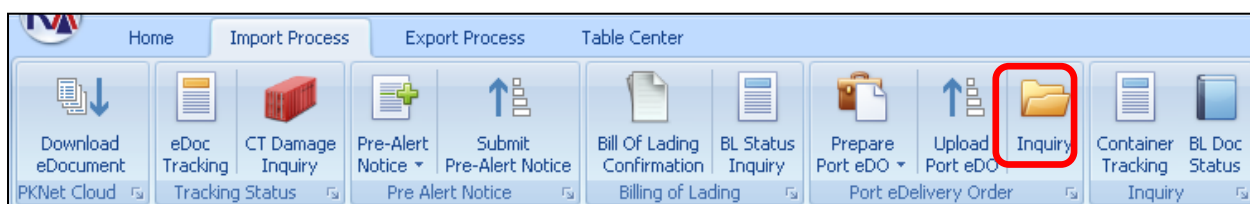


Figure 65

- vi. Successful message will be displayed once success submits.

2.5.3 Inquiry



- i. Click on **Inquiry** tab to query Delivery order status with Job No and BL No.
- ii. eDO Inquiry screen will be shown as below. Click on **Refresh** button to refresh listing.

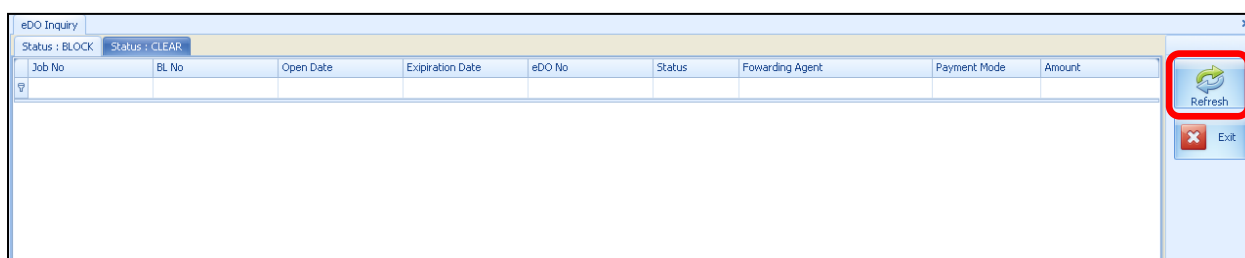


Figure 66

- iii. Click on **Status: Block** tab to view record with status block.

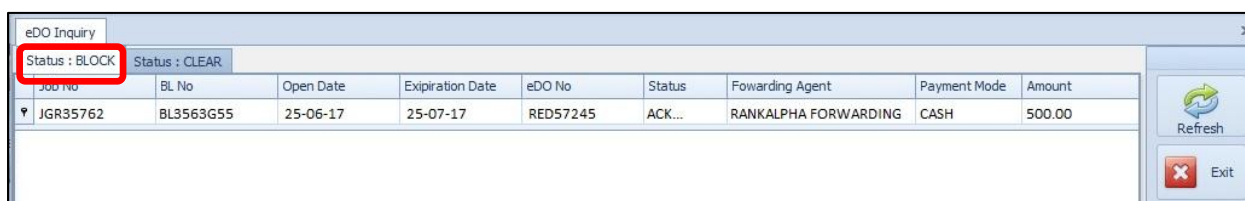


Figure 67

- iv. Click on **Status: Clear** tab to view record with status block.

The screenshot shows the 'eDO Inquiry' window. At the top, there are two tabs: 'Status: BLOCK' and 'Status: CLEAR'. The 'Status: CLEAR' tab is selected and highlighted with a red box. Below the tabs is a table with the following data:

Job No	BL No	Open Date	Expiration Date	eDO No	Status	Forwarding Agent	Payment Mode	Amount
JGR35762	BL3563G55	25-06-17	25-07-17	RED57245	ACK...	RANKALPHA FORWARDING	CASH	500.00

On the right side of the window, there are two buttons: 'Refresh' (with a circular arrow icon) and 'Exit' (with a red X icon).

Figure 68

2.6 Inquiry

Two options available for user to choose:

- Container Tracking
- BL Doc Status

2.6.1 Container Tracking

The screenshot shows the main application menu with several tabs: 'Home', 'Import Process', 'Export Process', and 'Table Center'. Under the 'Import Process' tab, there are several icons representing different functions. The 'Container Tracking' icon, which shows a document with a red box, is highlighted with a red box. Other icons include 'Download eDocument', 'eDoc Tracking', 'CT Damage Inquiry', 'Pre-Alert Notice', 'Submit Pre-Alert Notice', 'Bill of Lading Confirmation', 'BL Status Inquiry', 'Prepare Port eDO', 'Upload Port eDO', 'Inquiry', and 'BL Doc Status'.

Figure 69

- Click on **Container Tracking** tab to proceed for Container Tracking Inquiry screen.
- Container Status Inquiry will be displayed as below with BL information and Container status.

The screenshot shows the 'Container Status Inquiry' window. It has a 'Bill of Lading Listing' section on the left and a 'Container Status' section on the right. The 'Bill of Lading Listing' section contains a table with the following data:

BL No	Job No	Open Date	Latest Status
KCHPKGI3100009	RATT_03	31/10/2013	A - Accept
1111	011	16/02/2017	A - Accept
00002	002	16/02/2017	A - Accept
OBL1802A01	1802A01	18/02/2017	N - NEW

The 'Container Status' section on the right has a 'Container No' dropdown menu and a table with the following data:

Trx Date	Trx Time	From	Category	Status	Remark

Figure 70

- iii. Click on Container No on the Container No listing on the right pane to view the container details status.

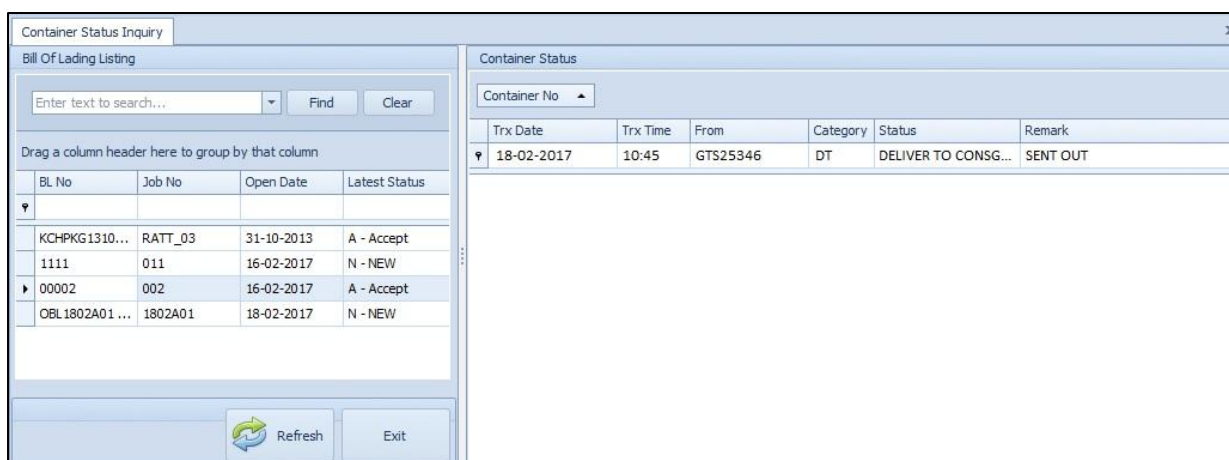


Figure 71

2.6.2 BL Doc Status

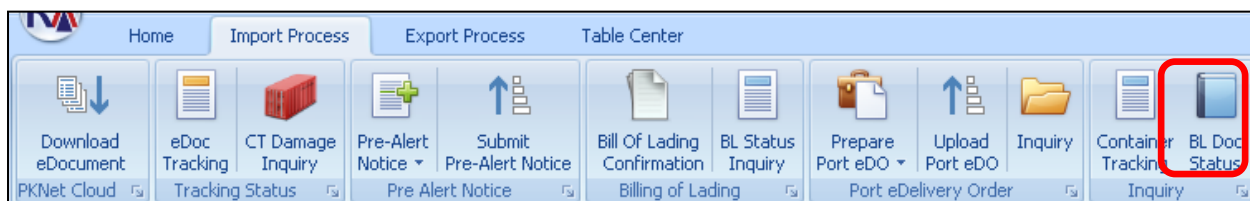


Figure 72

- i. Click on **Container Tracking** tab to view Bill of Lading Status.
- ii. Document Status Inquiry will be displayed as below. Click on **Refresh** button to refresh listing.

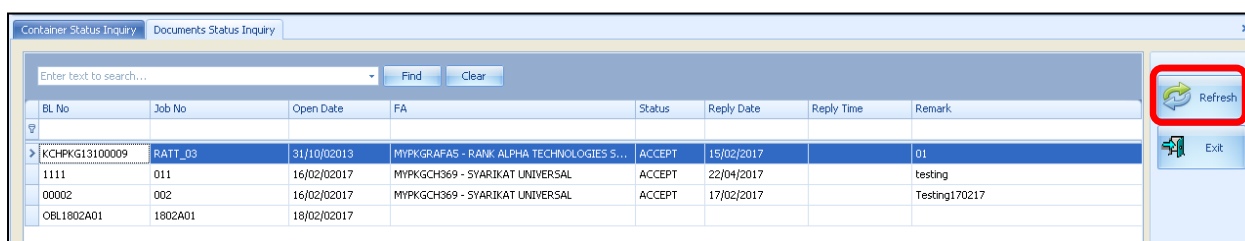


Figure 73

Chapter 3 Export Module

3. EXPORT MODULE

3.1 PKNet

3.1.1 Download eDoc



Figure 74

- i. Click on **Export Module** tab to find the option of Download eDoc.
- ii. Download Outbox Document listing will be displayed as below. Click on **Download** button to retrieve all available documents registered at Port Klang*Net

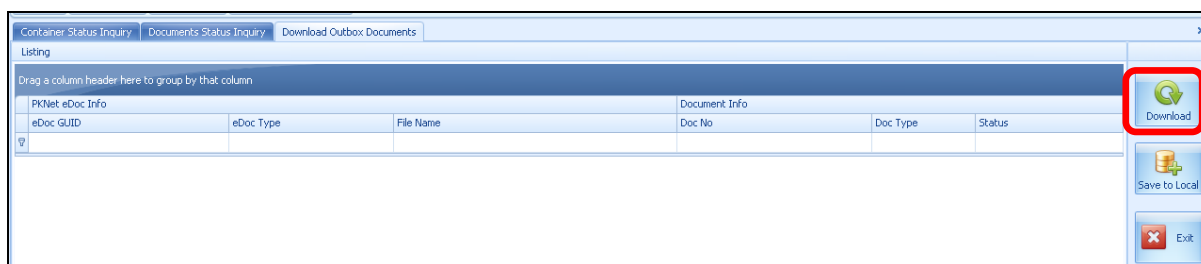


Figure 75

- iii. **eDocument** record will be listed accordingly. Select any require **eDocument** and click on **Save to Local** button to save record into the system.

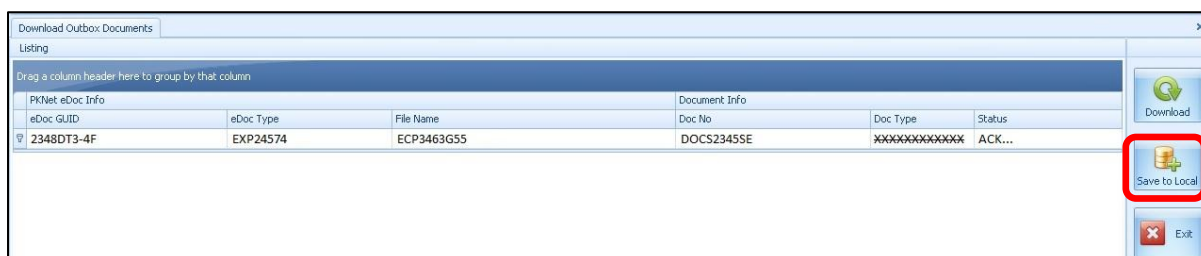


Figure 76

- iv. Below message will be displayed once record successfully downloaded and saved.

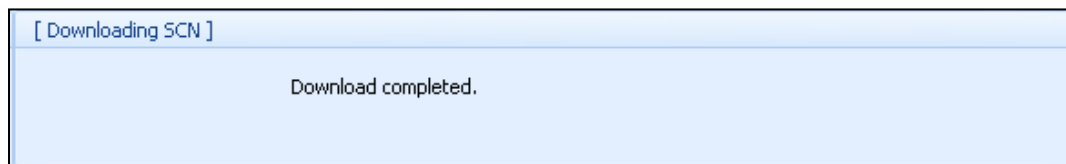


Figure 77

3.2 Export Booking

Consist of 4 options:

- Confirm Export Booking
- Export Booking Inquiry
- MT Release
- Port GateIn

3.2.1 Confirm Export Booking



Figure 78

- Click on **Export Module** tab to select the option of **Confirm Export Booking**.
- Export Booking* screen will be displayed as below. Tick the check box for any Job No or Export Booking No to select a record.

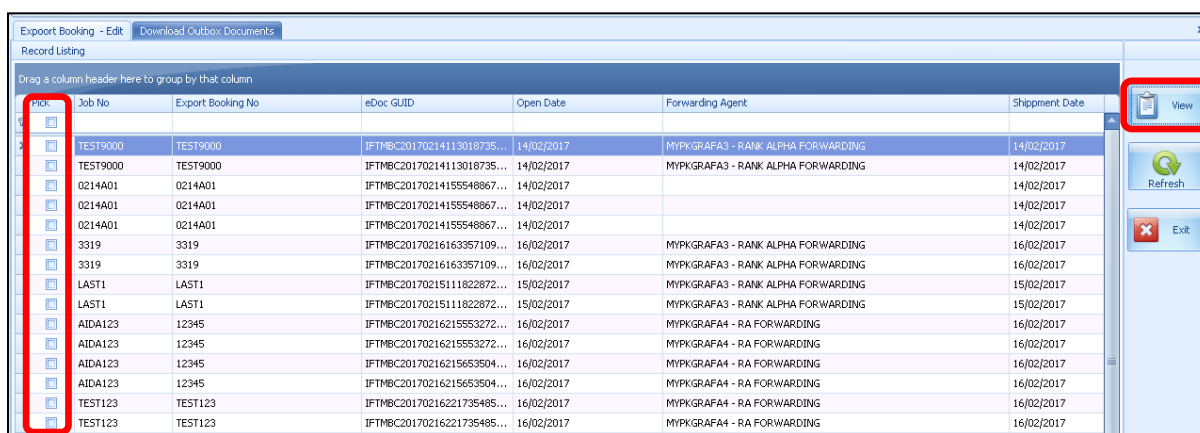


Figure 79

- To proceed further, click on **View** button to view export booking entries details and job details.

- iv. Below preview entries allow user to check and verify before confirm to acknowledge the booking. Click on **Acknowledge** button to confirm the Export Booking.

The screenshot shows the 'Export Booking' form. The 'Booking Info' section includes fields for Job No (TEST9000), Open Date (14/02/2017), Export Booking No (TEST9000), CE Job No (IFTMBC201702141130187351), Shipment Mode (2- Export), Shipment Date (14/02/2017), Transport Mode, and Forwarding Agent (MYPKGRAFA3 - RANK ALPHA FORWARDING). The 'Job Details' section has 'Customer Info' and 'Cargo Details' tabs. The 'Shipper Details' section includes fields for Name (LOCAL TRADER SDN BHD), Address, Contact Name, Tel No, and Fax No. The 'Container Details' section has a table with columns for Qty, CT Size, and Container Type. A red box highlights the 'Acknowledge' button in the top right corner.

Qty	CT Size	Container Type
1. 10	20FT	22BU
2. 10	20FT	22GP
3. 10	20FT	22HR

Total CT : 30

Figure 80

- v. Click on **Acknowledge** button to reply Export Booking.

The screenshot shows the 'Export Booking Reply' form. It displays the Job No (TEST9000), Export Booking No (TEST9000), and eDoc GUID (IFTMBC201702141130187351). A red box highlights the 'Acknowledge' button with a green checkmark icon. Below the form fields is a large text area for remarks, containing the text 'REMARKS 12345'. The 'Trx Date' is set to 08-06-2017 and 'Trx Time' is 17:03. The 'Depot' is MYPKGRADP5 - RANK ALPHA DEPOT. An 'Exit' button is also visible.

Figure 81

- vi. Successfully message will be displayed once booking successfully acknowledged.

3.3 Inquiry

3.3.1 Export Booking Inquiry



Figure 82

- i. Click on **Export Booking Inquiry** tab to query for Export Booking.
- ii. *Export Booking Inquiry* screen will be displayed as below. Users are allows to filter record by selecting either '**Select All**' or '**By Date**'.
- iii. Filter also can be done by date. Choose **From** and **To** date, then click **Filter** button to proceed for the inquiry.



Figure 83

- iv. Tick the checkbox to select **Job No** and click **View** button to view job details.



Figure 84

- v. Export Booking details will be displayed as below for viewing purposes and not allow for any editing.

Qty	CT Size	Container Type
1. 10	20FT	22BU
2. 10	20FT	22GP
3. 10	20FT	22HR
Total CT :		30

Figure 85

3.4 CT Movement

3.4.1 MT Release

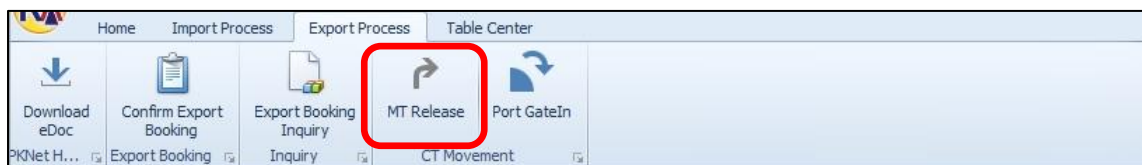


Figure 86

- i. Click on **MT Release** tab to proceed for MT release process.
- ii. **CT Release** - New listing will be displayed as below for user to select a record accordingly.

Pick	Job_No	Export Booking No	Fwd Agent	Shipment Date	Container Info	CT Size	CT Type	CT DEPOT	Release Date	Time
------	--------	-------------------	-----------	---------------	----------------	---------	---------	----------	--------------	------

Figure 87

- iii. Click on **Refresh** button to refresh listing.

Export Booking Inquiry

CT Release - New

Export Record

Drag a column header here to group by that column

Pick	Job_No	Export Booking No	Fwd Agent	Shipment Date	Container Info	CT Size	CT Type	CT DEPOT	Release Date	Time
JF154523	EBN5745345	MYPKGRAFA - RANK ALPHA FORW...	28-05-2017	HFT8754524	20FT	GP - GEN...	MYPKGRADP - ...	30-05-2017	15:23	
JRT45675	ETR24545451	MYPKGRAFA - RANK ALPHA FORW...	15-05-2017	THC2645452	30FT	GP - GEN...	MYPKGRADP - ...	15-05-2017	20:21	
JTG58461	EHG2521255	MYPKGRAFA - RANK ALPHA FORW...	28-05-2017	PKJ54145121	20FT	GP - GEN...	MYPKGRADP - ...	03-05-2017	19:50	

 Refresh

 Exit

Figure 88

3.4.2 Port Gate In

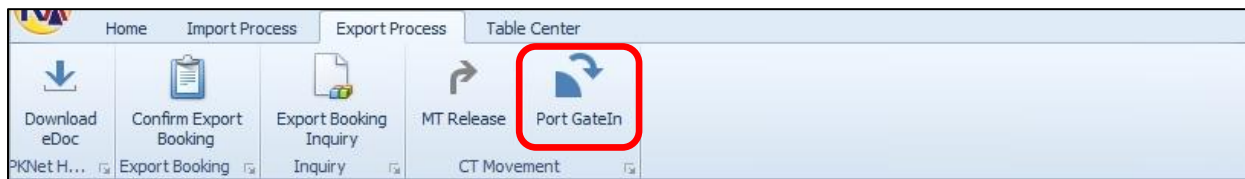


Figure 89

- i. Click on **Port GateIn** tab to display the status of Gate In transaction at the Port.
- ii. *Port GateIn* Listing will be displayed as below.

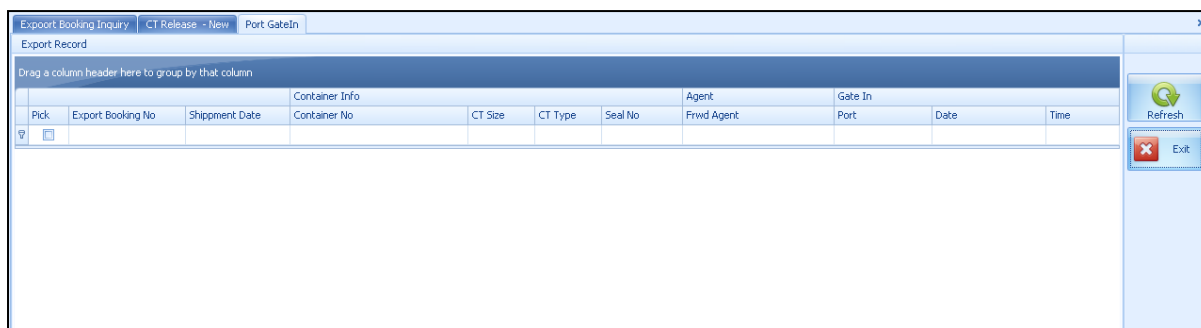


Figure 90

- iii. Click on **Refresh** button to refresh listing and view more records.

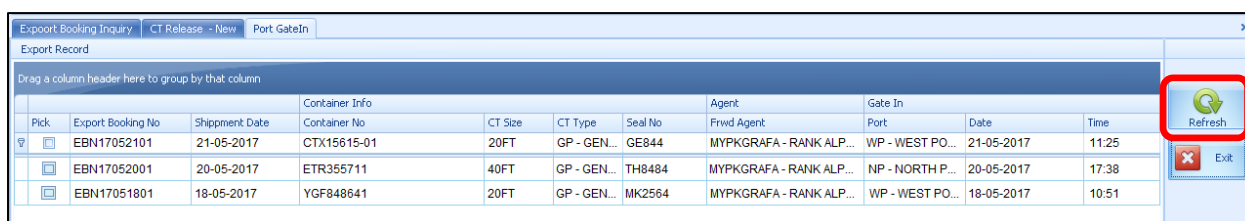


Figure 91

Chapter 4 Table Center Module

4. TABLE CENTER MODULE

4.1 Business Partner

Consist of 3 available options for user to use:

- Forwarding Agent
- Haulier
- Depot

4.1.1 Forwarding Agent

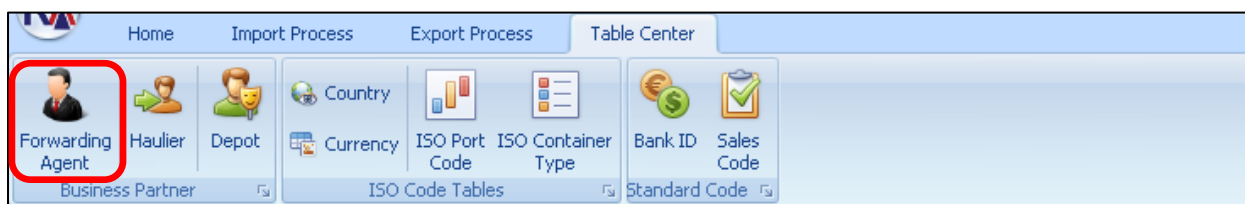


Figure 92

- Click on **Forwarding Agent** tab to proceed for the Forwarding Agent entries.
- Agent Forwarder* entries screen will be displayed as below. Click on **New** button to manually add Forwarding Agent.

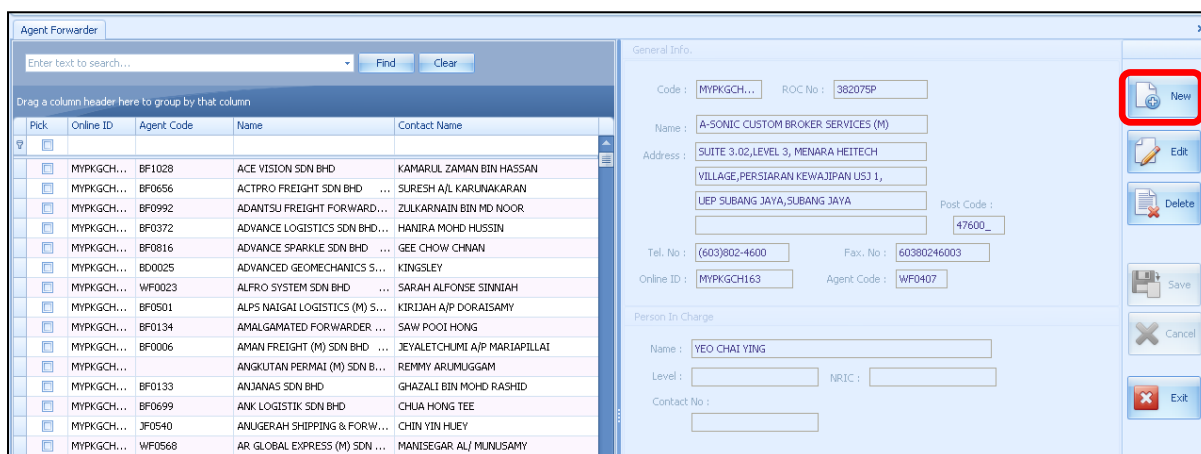


Figure 93

- iii. Key in all require details information on the entries then click on **Save** button to save the details entries.

General Info.

Code : ROC No :

Name :

Address :

Post Code :

Tel. No : () - Fax. No :

Online ID : Agent Code :

Person In Charge

Name :

Level : NRIC :

Contact No :

Buttons: New, Edit, Delete, **Save** (highlighted), Cancel, Exit

Figure 94

- iv. To edit an existing record, tick the checkbox to select a require record and click on **Edit** button to proceed for editing.

Agent Forwarder

Enter text to search... Find Clear

Drag a column header here to group by that column

Online ID	Agent Code	Name	Contact Name
☒	MYPKGCH...	ACE VISION SDN BHD	KAMARUL ZAMAN BIN HASSAN
☐	MYPKGCH...	ACTPRO FREIGHT SDN BHD ...	SURESH A/L KARUNAKARAN
☐	MYPKGCH...	ADANTSU FREIGHT FORWARD...	ZULKARNAIN BIN MD NOOR
☐	MYPKGCH...	ADVANCE LOGISTICS SDN BHD...	HANIRA MOHD HUSSIN
☐	MYPKGCH...	ADVANCE SPARKLE SDN BHD ...	GEE CHOW CHINAN
☐	MYPKGCH...	ADVANCED GEOMECHANICS S...	KINGSLEY
☐	MYPKGCH...	ALFRO SYSTEM SDN BHD ...	SARAH ALFONSE SINNIHAI
☐	MYPKGCH...	ALPS NAIGAI LOGISTICS (M) S...	KIRIJAH A/P DORAISAMY
☐	MYPKGCH...	AMALGAMATED FORWARDER ...	SAW POOI HONG
☐	MYPKGCH...	AMAN FREIGHT (M) SDN BHD ...	JEVALETCHUMI A/P MARIAPILLAI
☐	MYPKGCH...	ANGKUTAN PERMAL (M) SDN B...	REMMY ARUMUGGAM
☐	MYPKGCH...	ANJANAS SDN BHD	GHAZALI BIN MOHD RASHID
☐	MYPKGCH...	ANK LOGISTIK SDN BHD	CHUA HONG TEE
☐	MYPKGCH...	ANUGERAH SHIPPING & FORW...	CHIN YIN HUEY

General Info.

Code : MYPKGCH... ROC No : 382075P

Name : A-SONIC CUSTOM BROKER SERVICES (M)

Address : SUITE 3.02,LEVEL 3, MENARA HEITECH

VILLAGE,PERSTARAN KEWAJIPAN USJ 1,

UEP SUBANG JAYA,SUBANG JAYA Post Code : 47600_

Tel. No : (603)802-4600 Fax. No : 60380246003

Online ID : MYPKGCH163 Agent Code : WF0407

Person In Charge

Name : YEO CHAI YING

Level : NRIC :

Contact No :

Buttons: New, **Edit** (highlighted), Delete, Save, Cancel, Exit

Figure 95

- v. Edit necessary information and click on **Save** button to save the modification.

General Info.

Code : MYPKGCH... ROC No : 241754T

Name : ACE VISION SDN BHD

Address : NO.55B, JALAN BAYU TINGGI 7,
BATU UNJUR,KLANG,SELANGOR

Post Code : 42100_

Tel. No : (03_)_-3319 Fax. No : 03-3319 4499

Online ID : MYPKGCH157 Agent Code : BF1028

Person In Charge

Name : KAMARUL ZAMAN BIN HASSAN

Level : NRIC :

Contact No :

Buttons: New, Edit, Delete, Save, Cancel, Exit

Figure 96

- vi. To delete record, select record by tick on the checkbox and click **Delete** button to delete the selected record.

Agent Forwarder

Enter text to search... Find Clear

Drag a column header here to group by that column

Pick	Online ID	Agent Code	Name	Contact Name
☒	MYPKGCH...	BF1028	ACE VISION SDN BHD	KAMARUL ZAMAN BIN HASSAN
☐	MYPKGCH...	BF0656	ACTPRO FREIGHT SDN BHD ...	SURESH A/L KARUNAKARAN
☐	MYPKGCH...	BF0992	ADANTSU FREIGHT FORWARD...	ZULKARNAIN BIN MD NOOR
☐	MYPKGCH...	BF0372	ADVANCE LOGISTICS SDN BHD...	HANIRA MOHD HUSSIN
☐	MYPKGCH...	BF0816	ADVANCE SPARKLE SDN BHD ...	GEE CHOW CHIAN
☐	MYPKGCH...	BD0025	ADVANCED GEOMECHANICS S...	KINGSLEY
☐	MYPKGCH...	WF0023	ALFRO SYSTEM SDN BHD ...	SARAH ALFONSE SINNIHAH
☐	MYPKGCH...	BF0501	ALPS NAIGAI LOGISTICS (M) S...	KIRIJAH A/P DORAISAMY
☐	MYPKGCH...	BF0134	AMALGAMATED FORWARDER ...	SAW POOI HONG
☐	MYPKGCH...	BF0006	AMAN FREIGHT (M) SDN BHD ...	JEVALETCHEMI A/P MARIAPILLAI
☐	MYPKGCH...		ANGKUTAN PERMAI (M) SDN B...	RENNY ARUMUGGAM
☐	MYPKGCH...	BF0133	ANDANAS SDN BHD	GHAZALI BIN MOHD RASHID
☐	MYPKGCH...	BF0699	ANK LOGISTIK SDN BHD	CHUA HONG TEE
☐	MYPKGCH...	JF0540	ANUGERAH SHIPPING & FORW...	CHIN YIN HUEY

General Info.

Code : MYPKGCH... ROC No : 241754T

Name : ACE VISION SDN BHD

Address : NO.55B, JALAN BAYU TINGGI 7,
BATU UNJUR,KLANG,SELANGOR

Post Code : 42100_

Tel. No : (03_)_-3319 Fax. No : 03-3319 4499

Online ID : MYPKGCH157 Agent Code : BF1028

Person In Charge

Name : KAMARUL ZAMAN BIN HASSAN

Level : NRIC :

Contact No :

Buttons: New, Edit, Delete, Save, Cancel, Exit

Figure 97

4.1.2 Haulier

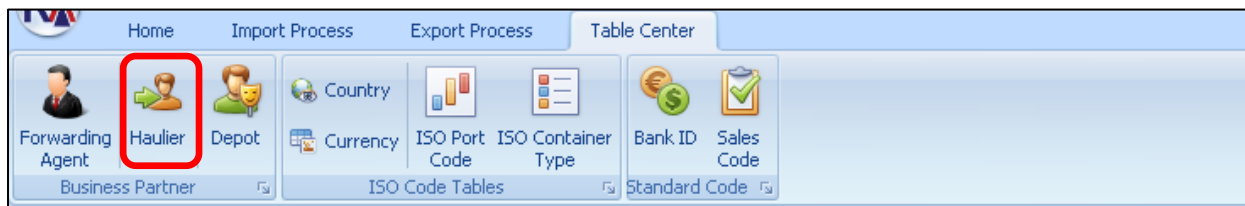


Figure 98

- i. Click on **Haulier** tab to proceed for Haulier entries.
- ii. *Haulier Transport* entries will be displayed as below. User can proceed to create a new Haulier with clicking a **New** button.

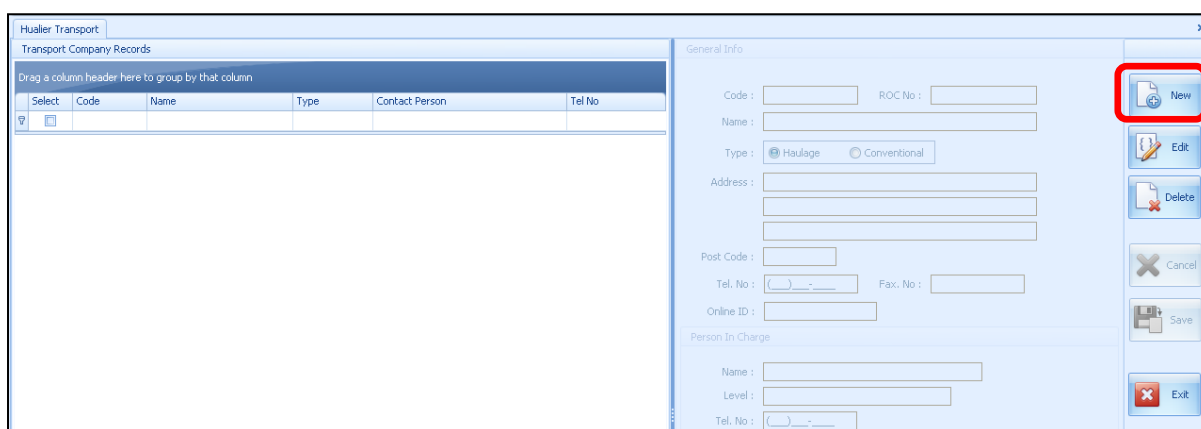


Figure 99

- iii. Fill up the require informations on the entries and click **Save** button to save the record accordingly.

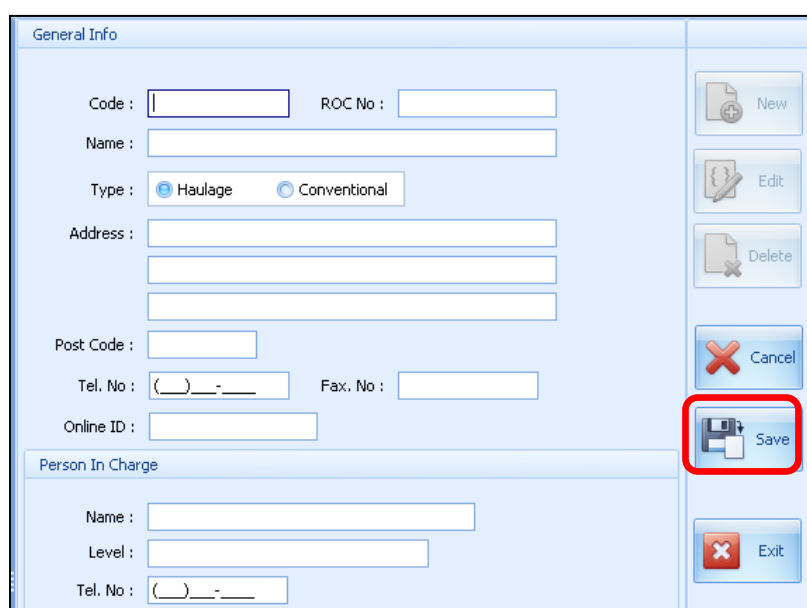


Figure 100

- iv. To edit existing record, tick the checkbox to select a require record and click on **Edit** button to proceed for editing.

Huller Transport

Transport Company Records

Drag a column header here to group by that column

Select	Code	Name	Type	Contact Person	Tel No
☒	CDX1001	HAULAGE CO. SDN BHD	HAULAGE	TAN WEI KIANG	014-444-4444

General Info

Code : CDX1001 ROC No : RCX4385

Name : HAULAGE CO. SDN BHD

Type : ☒ Haulage ☐ Conventional

Address : NO 30-01
JALAN GEMILANG 1/12
BANDAR BARU GEMILANG JAYA

Post Code : 81000

Tel. No : (014) 444-4444 Fax. No : 07-4444444

Online ID : HGS5845455

Person In Charge

Name : TAN WEI KIANG

Level : SUPERVISOR

Tel. No : (011) 111-1111

Buttons: New, Edit, Delete, Cancel, Save, Exit

Figure 101

- v. Edit neccessary information and click **Save** button to save the modification.

General Info

Code : CDX1001 ROC No : RCX4385

Name : HAULAGE CO. SDN BHD

Type : ☒ Haulage ☐ Conventional

Address : NO 30-01
JALAN GEMILANG 1/12
BANDAR BARU GEMILANG JAYA

Post Code : 81750

Tel. No : (014) 444-4444 Fax. No : 07-4444444

Online ID : HG85845455

Person In Charge

Name : TAN WEI KIANG

Level : SUPERVISOR

Tel. No : (011) 111-1111

Buttons: New, Edit, Delete, Cancel, Save, Exit

Figure 102

- vi. To delete record, select any require record by ticking on the checkbox and click on **Delete** button to proceed further

The screenshot shows a software window titled 'Haulier Transport'. On the left, there is a table with columns: 'select', 'Code', 'Name', 'Type', 'Contact Person', and 'Tel No'. The first row contains the data: 'CDX1001', 'HAULAGE CO. SDN BHD', 'HAULAGE', 'TAN WEI KIANG', and '014-444-4444'. A red box highlights the 'select' checkbox for this row. On the right, there is a 'General Info' section with various input fields for details like Code, ROC No, Name, Type, Address, Post Code, Tel. No., Fax. No., Online ID, and Person In Charge. A red box highlights the 'Delete' button in the top right corner of the window.

Figure 103

4.1.3 Depot

The screenshot shows the main menu of the application. It has a top navigation bar with 'Home', 'Import Process', 'Export Process', and 'Table Center'. Below this is a grid of icons representing different functions: 'Forwarding Agent', 'Haulier', 'Depot', 'Country', 'Currency', 'ISO Port Code', 'ISO Container Type', 'Bank ID', and 'Sales Code'. The 'Depot' icon, which shows a person at a desk, is highlighted with a red box.

Figure 104

- i. Click on **Depot** tab to proceed for Depot Entries.
- ii. *Depot Company Record* entries will be displayed as below. Click on **New** button to add and create a new Depot.

The screenshot shows a software window titled 'Depot Company'. It contains a table of 'Depot Company Records' with columns: 'Select', 'Code', 'Name', 'ROC_No', 'Contact Person', and 'Tel No'. The table lists several records, including 'SHC0001897', 'MYPKGDH024', 'MYPKGRADP4', and 'MYPKGRADP5'. A red box highlights the 'New' button in the top right corner of the window. The right side of the window contains a 'General Info' section with input fields for Code, ROC No, Name, Address, Post Code, Tel. No., Fax. No., and Person In Charge.

Figure 105

- iii. Click on **Save** button to save the entries.

General Info

Code : ROC No :

Name :

Address :

Post Code :

Tel. No : Fax. No :

Person In Charge

Name :

Level :

Tel. No :

Buttons: New, Edit, Delete, Cancel, **Save**, Exit

Figure 106

- iv. To edit an existing record, tick any requires record to select the record for editing. Click on **Edit** button to proceed for the modification.

Depot Company Records

Select	Code	Name	ROC_No	Contact Person	Tel No
☒	SHC0001897	SYN HEE CONTAINER SERVI...	594189H	TAN HAN LENG	03-31760270
☐	MYPKGDH024	NEW ENG KONG CONTAIN...	393478P	RONNY TAN	603-31764171
☐	MYPKGDH024	NEW ENG KONG CONTAIN...	393478P	RONNY TAN	603-31764171
☐	MYPKGDH024	NEW ENG KONG CONTAIN...	393478P	RONNY TAN	603-31764171
☐	MYPKGDH024	NEW ENG KONG CONTAIN...	393478P	RONNY TAN	603-31764171
☐	MYPKGDH024	NEW ENG KONG CONTAIN...	393478P	RONNY TAN	603-31764171
☐	MYPKGDH024	NEW ENG KONG CONTAIN...	393478P	RONNY TAN	603-31764171
☐	MYPKGDH024	NEW ENG KONG CONTAIN...	393478PA	YEO SIN FIE	60331013437
☐	MYPKGRADP4	RA DEPOT	99999X	JANE LIM	
☐	MYPKGRADP5	RANK ALPHA DEPOT	269716T		() - ()
☐	MYPKGDH003	AL MARINE SERVICES SDN B...	18177X	MR. LEE EUJ HOCK	0331667288
☐	MYPKGDH004	BINAKON SDN BHD	23444X	MR. SIOW TEE HEONG	
☐	MYPKGDH002	CMA CGM MALAYSIA SDN B...	613160P	MR. RUDY SUHARDY BIN SHAMSUDDIN	0331612929
☐	CCD0001284	COGENT CONTAINER DEPO...	945512D	SUNDRARAJAN	03-31766880
☐	MYPKGDH005	CONTAINER CONNECTION (...)	878678KA	JACKY ONG CHONG ENG	0331764119

General Info

Code : ROC No :

Name :

Address :

Post Code :

Tel. No : Fax. No :

Person In Charge

Name :

Level :

Tel. No :

Buttons: New, **Edit**, Delete, Cancel, Save, Exit

Figure 107

- v. Edit necessary information and click on **Save** button to save the modification.

General Info

Code : SHC0001897 ROC No : 594185H

Name : SYN HEE CONTAINER SERVICES SDN BHD

Address : NORTHPORT CT1 BLOCK MT1 JALAN
JALAN PARANG PELABUHAN UTARA JALAN
PELABUHAN

Post Code :

Tel. No : (03) -3176 Fax. No : 03-31769773

Person In Charge

Name : TAN HAN LENG

Level :

Tel. No : () - -

Buttons: New, Edit, Delete, Cancel, **Save**, Exit

Figure 108

- vi. To delete record, tick the check box for and require record to select record for deletion. Click on **Delete** button to confirm delete record.

Depot Company Records

Drag a column header here to group by that column

Select	Code	Name	ROC_No	Contact Person	Tel No
☒	SHC0001897	SYN HEE CONTAINER SERV1...	594185H	TAN HAN LENG	03-31760270
☐	MYPKGDH024	NEW ENG KONG CONTAIN...	393478P	RONNY TAN	603-31764171
☐	MYPKGDH024	NEW ENG KONG CONTAIN...	393478P	RONNY TAN	603-31764171
☐	MYPKGDH024	NEW ENG KONG CONTAIN...	393478P	RONNY TAN	603-31764171
☐	MYPKGDH024	NEW ENG KONG CONTAIN...	393478P	RONNY TAN	603-31764171
☐	MYPKGDH024	NEW ENG KONG CONTAIN...	393478P	RONNY TAN	603-31764171
☐	MYPKGDH024	NEW ENG KONG CONTAIN...	393478P	RONNY TAN	603-31764171
☐	MYPKGDH024	NEW ENG KONG CONTAIN...	393478PA	YEO SIN FIE	60331013437
☐	MYPKGRADP4	RA DEPOT	99999X	JANE LIM	
☐	MYPKGRADP5	RANK ALPHA DEPOT	269716T		() - -
☐	MYPKGDH003	AL MARINE SERVICES SDN B...	18177X	MR. LEE EIU HOCK	0331667288
☐	MYPKGDH004	BINAKON SDN BHD	23444X	MR. SLOW TEE HEONG	
☐	MYPKGDH002	CMA CGM MALAYSIA SDN B...	813160P	MR. RUDY SUHARDY BIN SHAMSUDDIN	0331612929
☐	CCD0001284	COGENT CONTAINER DEPO...	945512D	SUNDRARAJAN	03-31766880
☐	MYPKGDH005	CONTAINER CONNECTION (...)	878678KA	JACKY ONG CHOING ENG	0331764119

General Info

Code : ROC No :

Name :

Address :

Post Code :

Tel. No : () - Fax. No :

Person In Charge

Name :

Level :

Tel. No : () -

Buttons: New, Edit, **Delete**, Cancel, Save, Exit

Figure 109

4.2 ISO Code Tables

Options have 4 selection for user to use:

- Country
- Currency
- ISO Port Code
- ISO Container Type

4.2.1 Country

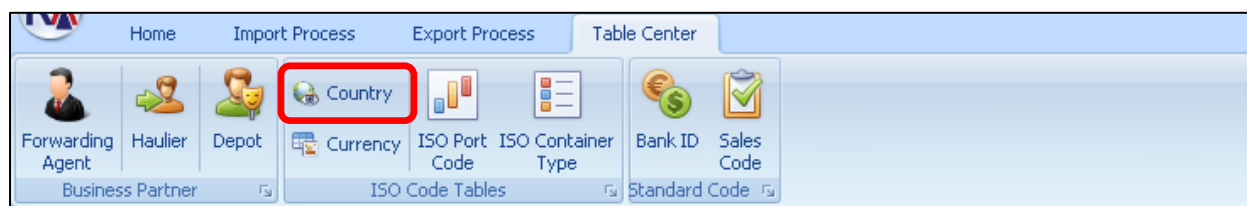


Figure 110

- Click on **Country Code** tab.
- The *Country Code* entries display as below. Click on **New** button to proceed for creation a new Country Code.

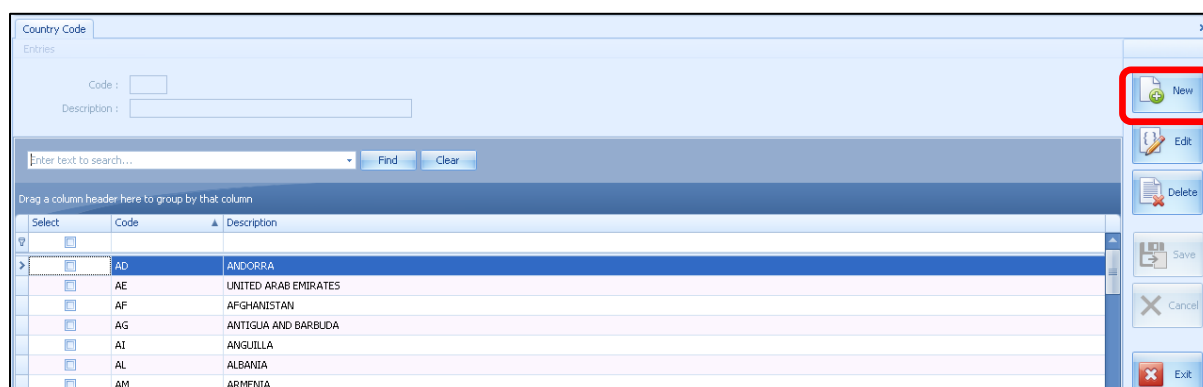


Figure 111

- To edit an existing record, select record and tick on the checkbox. Click on **Edit** button to proceed for the editing. Once complete the require modification, click on **Save** button and system will save the changes accordingly.

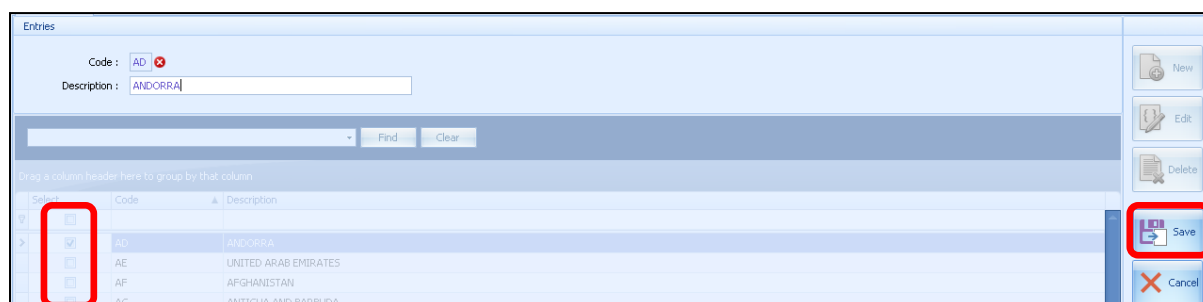


Figure 112

- iv. To delete an existing record, tick the checkbox for a require record to be selected for deletion and click on **Delete button** to confirm and proceed to delete.

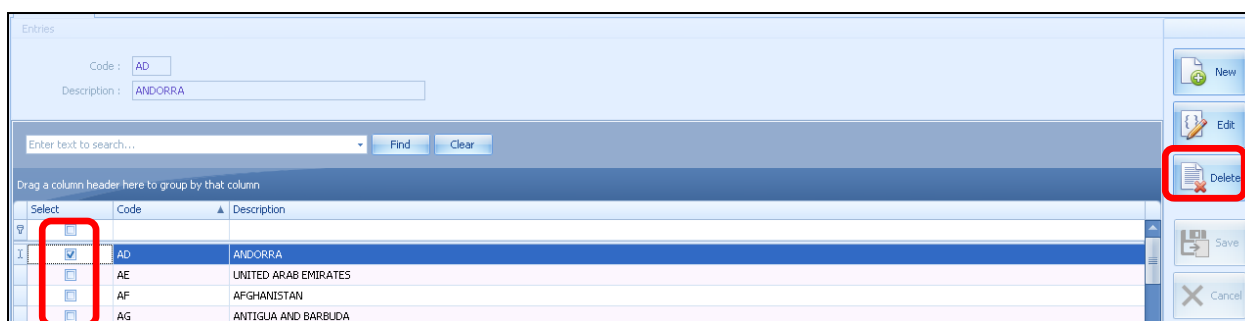


Figure 113

4.2.2 Currency

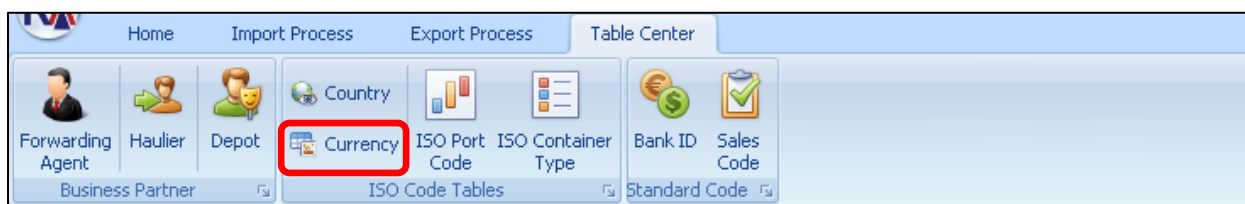


Figure 114

- i. Click on **Currency Code** tab to proceed for Currency Code entries.
- ii. *Currency Code* entries screen will be displayed as below for user to click on **New** button and start creating a new **Currency Code**.

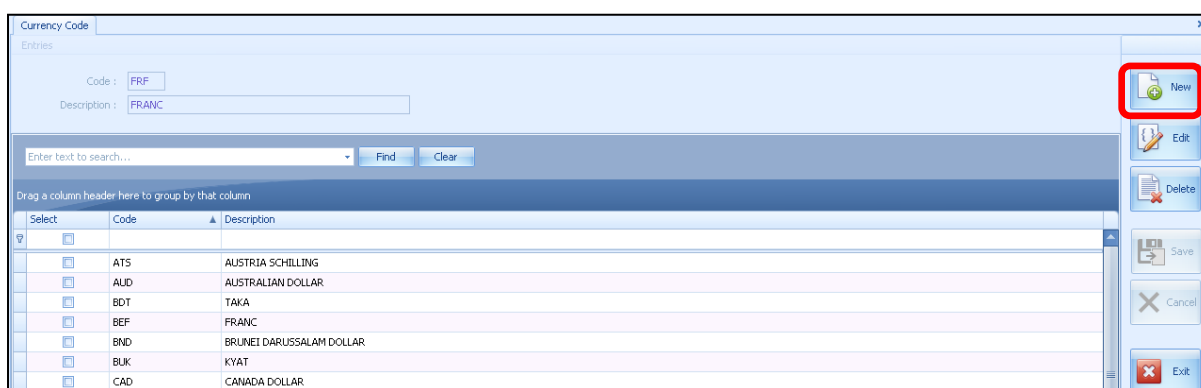


Figure 115

- iii. To edit an existing record, tick on the checkbox and select the require record before click on **Edit**.button. Once complete the changes, user have to click on **Save** button for the system to update the changes.

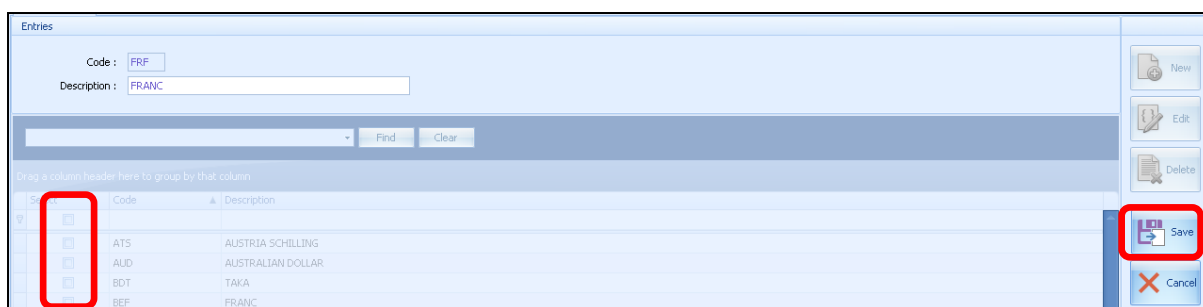


Figure 116

- iv. To delete an existing record, tick the checkbox for the selected record and click on **Delete** button to proceed for deletion.

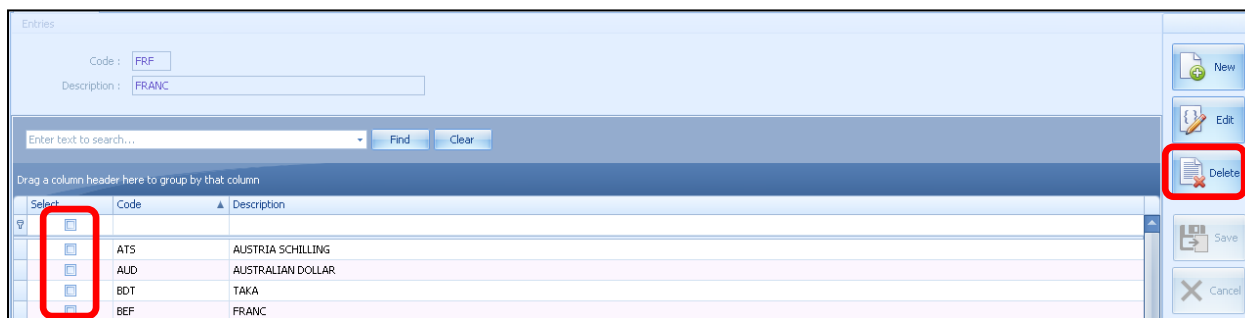


Figure 117

4.2.3 ISO Container Code

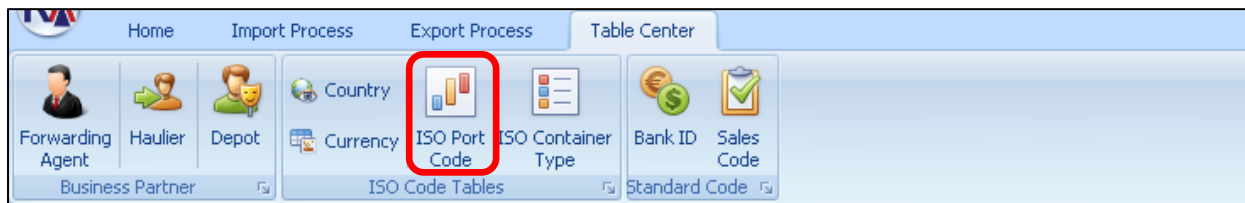


Figure 118

- i. Click on **ISO Port Code** tab to proceed for ISO Port Code entries.
- ii. *ISO Port Code* entries will be displayed as below. Click on **New** button to add ISO Port Code.

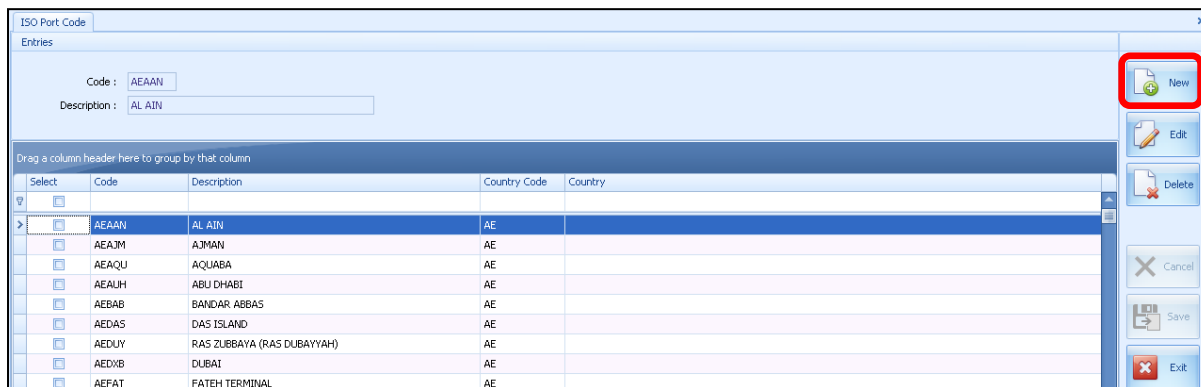


Figure 119

- iii. To edit an existing record, tick the checkbox for the require record to be selected and click on **Edit** button. Once complete editing, click on **Save** button to proceed for the updating.

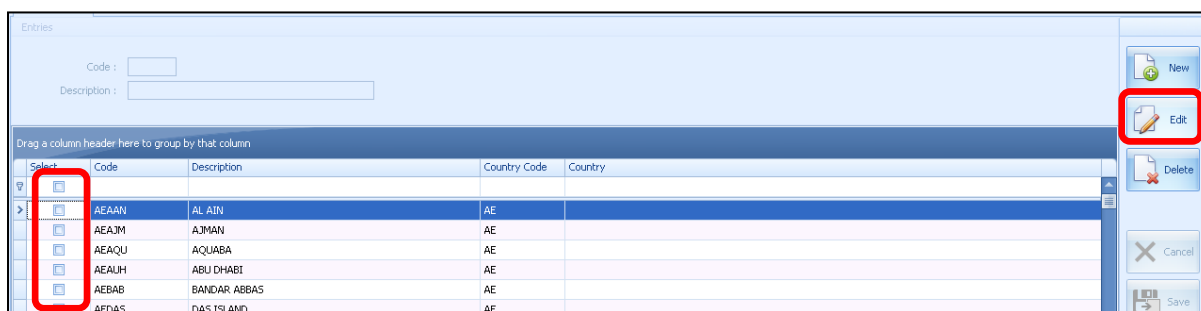


Figure 120

- iv. To delete an existing record, tick the checkbox for a selected record and click on **Delete** button to proceed for deletion.

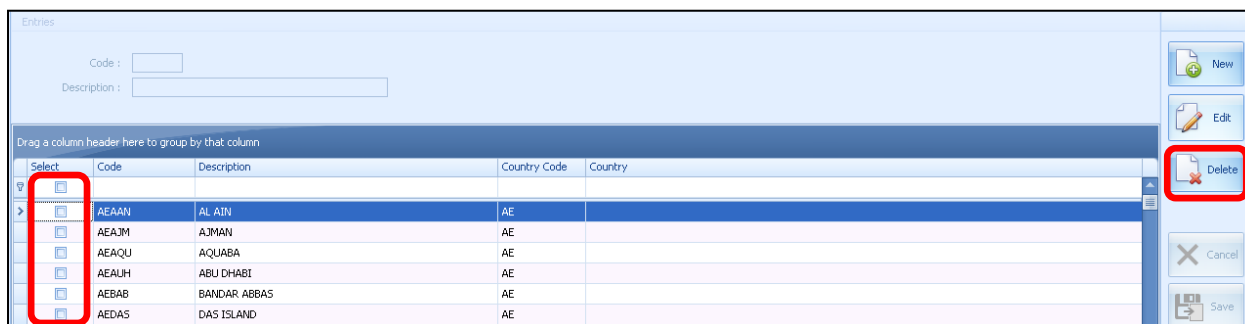


Figure 121

4.2.4 ISO Container Type

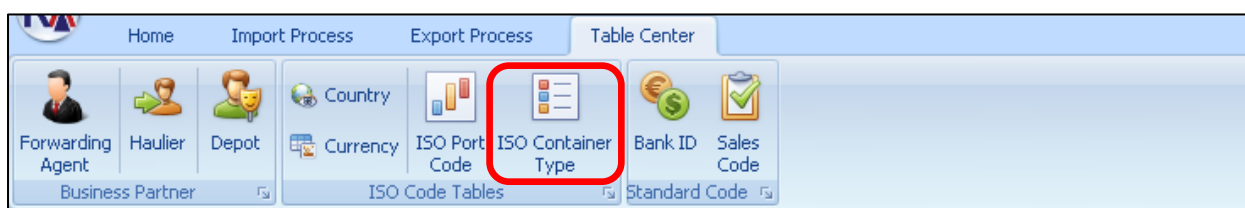


Figure 122

- i. Click on **ISO Container Type** tab to proceed for container type entries.
- ii. *CT Size Type* entries will be displayed as below. Click on **New** button to add Container Size Type.

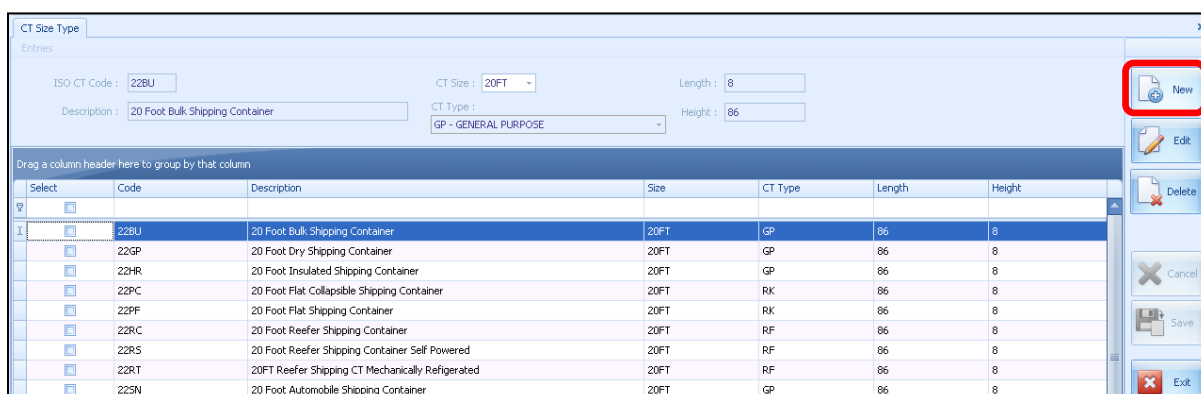


Figure 123

- iii. To edit an existing record, tick the checkbox for a selected record and click on **Edit** button. Once complete any modification, click on **Save** button to start updating process.

The screenshot shows a web application interface for managing shipping containers. At the top, there are input fields for 'ISO CT Code' (22BU), 'CT Size' (20FT), 'Length' (8), 'Description' (20 Foot Bulk Shipping Container), 'CT Type' (GP - GENERAL PURPOSE), and 'Height' (86). Below these is a table with columns: Select, Code, Description, Size, CT Type, Length, and Height. The table contains several records, including 22BU, 22GP, 22HR, 22PC, 22PF, and 22RC. The first record (22BU) is selected, and its 'Select' checkbox is checked. To the right of the table, there are buttons for 'New', 'Edit' (highlighted with a red box), 'Delete', 'Cancel', and 'Save'.

Figure 124

- iv. To delete an existing record, tick the checkbox and selected record will be ready to delete. Click on **Delete** button to proceed for deletion.

This screenshot is similar to Figure 124, showing the same container management interface. In this instance, the 'Delete' button on the right side of the interface is highlighted with a red box. The table and input fields remain the same as in the previous figure.

Figure 125

4.3 Standard Code

Consist of 2 options:

- Bank ID
- Sales Code

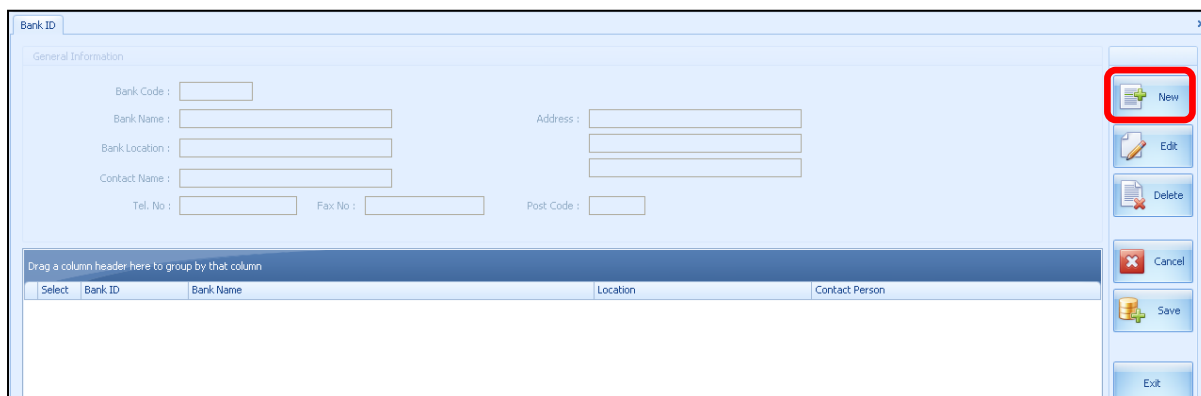
4.3.1 Bank ID

The screenshot shows the 'Table Center' tab in the application. It contains several icons representing different data tables: Forwarding Agent, Haulier, Depot, Country, Currency, ISO Port Code, ISO Container Type, Bank ID (highlighted with a red box), and Sales Code. Below these icons are labels for 'Business Partner', 'ISO Code Tables', and 'Standard Code'.

Figure 126

- i. Click on **Bank ID** tab to proceed for the Bank Id entries

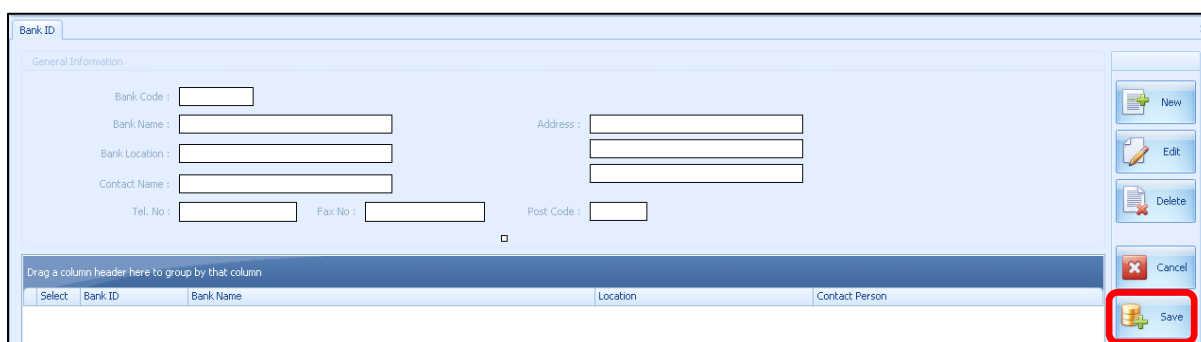
- ii. Bank Id entries will be displayed as below. Click on **New** button to proceed for creating a new Bank ID.



The screenshot shows a web application window titled 'Bank ID'. It contains a 'General Information' section with several input fields: Bank Code, Bank Name, Address, Bank Location, Contact Name, Tel. No., Fax No., and Post Code. On the right side, there is a vertical toolbar with buttons: New (highlighted with a red box), Edit, Delete, Cancel, Save, and Exit. Below the form is a table with columns: Select, Bank ID, Bank Name, Location, and Contact Person.

Figure 127

- iii. Enter necessary information and click **Save** button to save the information.



This screenshot is identical to Figure 127, but the 'Save' button in the right-hand toolbar is highlighted with a red box instead of the 'New' button.

Figure 128

- iv. To edit an existing record, select the require record and click on **Edit** button to proceed for editing.

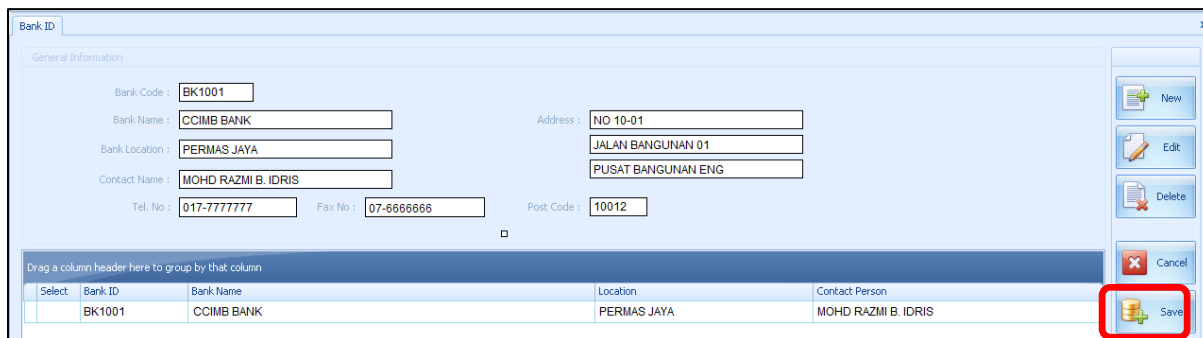


The screenshot shows the same form as Figure 128, but now the input fields are populated with data: Bank Code: BK1001, Bank Name: CCIMB BANK, Address: NO 10-01, Bank Location: PERMAS JAYA, Contact Name: MOHD RAZMI B. IDRIS, Tel. No: 017-7777777, Fax No: 07-6666666, Post Code: 10012. In the table below, the first row is selected, and the 'Select' checkbox is highlighted with a red box. The 'Edit' button in the toolbar is also highlighted with a red box.

Select	Bank ID	Bank Name	Location	Contact Person
☒	BK1001	CCIMB BANK	PERMAS JAYA	MOHD RAZMI B. IDRIS

Figure 129

- v. Edit necessary information on the entries. Click on **Save** button after completing the modification for system to update the changes.

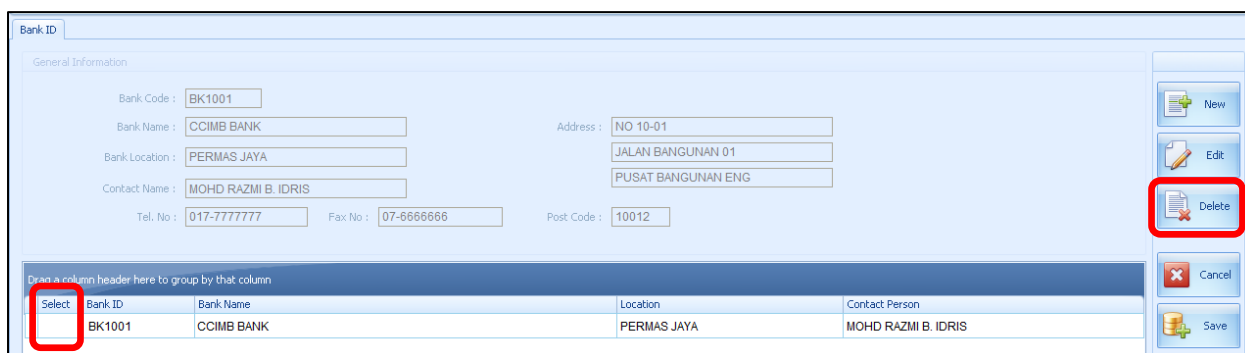


The screenshot shows a web application window titled "Bank ID". It contains a "General Information" section with various input fields for bank details. Below this is a table with columns: Select, Bank ID, Bank Name, Location, and Contact Person. The "Save" button in the bottom right corner is highlighted with a red box.

Select	Bank ID	Bank Name	Location	Contact Person
☐	BK1001	CCIMB BANK	PERMAS JAYA	MOHD RAZMI B. IDRIS

Figure 130

- vi. To delete an existing record, select a require record and click on **Delete** button to confirm for deletion.



The screenshot shows the same web application window as Figure 130. In this view, the "Delete" button in the bottom right corner is highlighted with a red box. Additionally, the "Select" checkbox in the table is also highlighted with a red box.

Select	Bank ID	Bank Name	Location	Contact Person
☐	BK1001	CCIMB BANK	PERMAS JAYA	MOHD RAZMI B. IDRIS

Figure 131

4.3.2 Sales Code

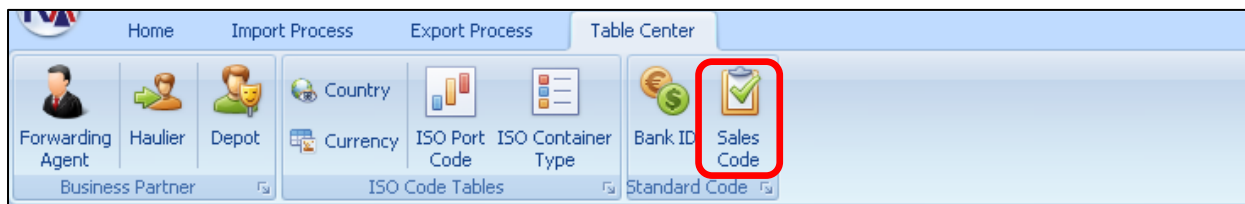


Figure 132

- i. Click on **Sales Code** tab to proceed for Sales Code entries.
- ii. *Sales Code* entries will be displayed as below. Click on **New** button to proceed for add new creation of Sales Code.

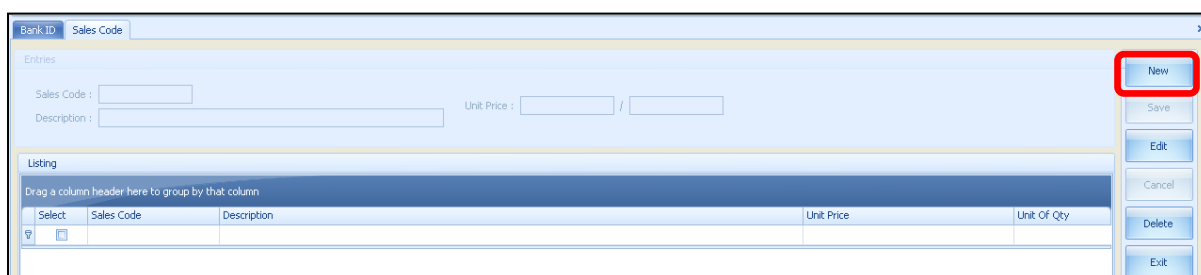


Figure 133

- iii. Enter necessary information and click on **Save** button to proceed update created Sales Code.

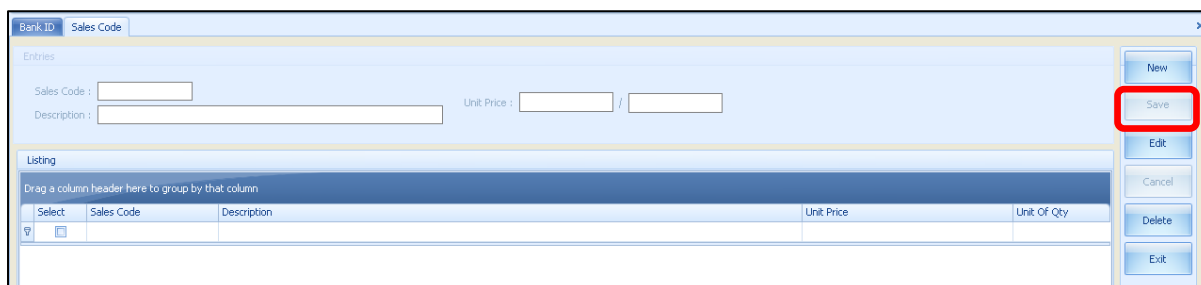


Figure 134

- iv. To edit an existing record, tick the checkbox for the selected record and click on **Edit** button to proceed for editing.

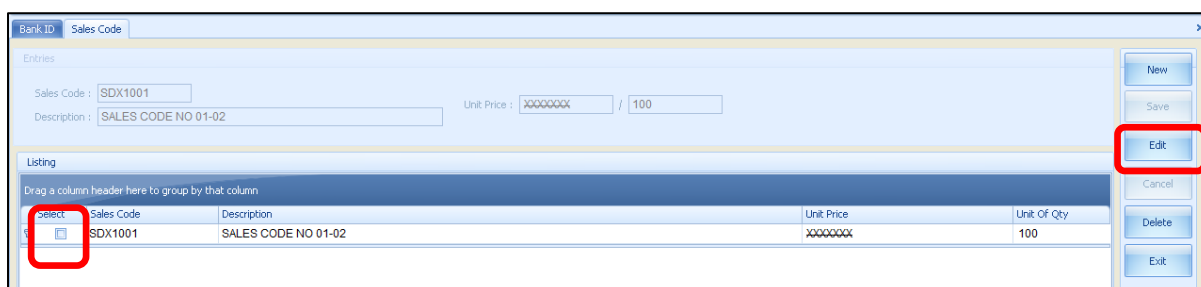
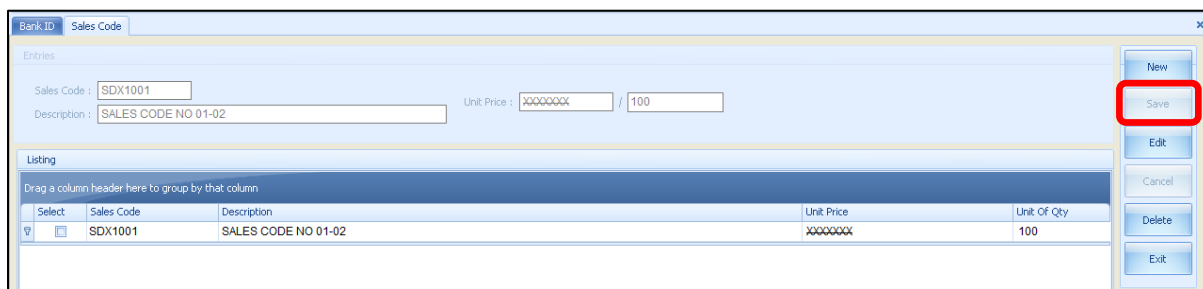


Figure 135

- v. Edit necessary information and click **Save** button to save the changes.



The screenshot shows a software window titled 'Sales Code'. It has two tabs: 'Bank ID' and 'Sales Code'. The 'Sales Code' tab is active. The window is divided into three main sections: 'Entries', 'Listing', and a right-hand sidebar with buttons.

Entries Section: Contains input fields for 'Sales Code' (SDX1001), 'Description' (SALES CODE NO 01-02), and 'Unit Price' (XXXXXXX / 100).

Listing Section: Contains a table with the following data:

Select	Sales Code	Description	Unit Price	Unit Of Qty
☐	SDX1001	SALES CODE NO 01-02	XXXXXXX	100

Right-hand Sidebar: Contains buttons for 'New', 'Save' (highlighted with a red box), 'Edit', 'Cancel', 'Delete', and 'Exit'.

Figure 136

- vi. To delete an existing record, tick the checkbox for the require record and click on **Delete** button to proceed for deletion.



This screenshot is identical to the previous one, showing the 'Sales Code' window. In this instance, the 'Delete' button in the right-hand sidebar is highlighted with a red box. Additionally, the checkbox in the 'Select' column of the 'Listing' table (next to the record for SDX1001) is also highlighted with a red box.

- End of User Manual SA -