# USER GUIDE

2017

# **Depot 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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# **Document Conventions**

## Key Symbol

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

Symbol	Description
	<b>Note</b> : Symbol accompanies important additional information or instruction of which users must taje note.
	Caution : Symbol accompanies important information regarding action that may cause minor error
	Warning : Symbol accompanies important information regarding actions tat may cause fatal errors.
7	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.
text	Bold and italicized text indicate an entries name
italics	Text in italics indicate field name
mono	Monospace indicate text you enter from keyboard

Table 1

# Navigations

Port Klang\*Net Windows 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 Windows. Below are the most commonly used icons in the system.

lcon	Description
🕒 New	Create a new record
Delete	Delete an existing record
Save	Save a record
Sat Exit	Exit from the current screen
Select	Select a record
Refresh	Refresh a listing
😢 Remove	Remove a record from the listing
🔊 Submit	Submission
Download	Download a record
View	View a details record

Table 2

Cha	pter	1	Hom	e									
D	₹										C	)epot System	
3	Home	Imp	ort Modul	е	Export Modu	le							
ø	D	e	G		∎↓	ļ¢∮	<u>.</u>			<b>G</b>			$\otimes$
c	٥	٥	۵	Ŧ	SCN Download	SCN Schedule	Fwrd Agent	Shipping Agent	Haulier List	Appl. Update	Code Download	Expected Return Container	Close Appl.
	Ho	me			My1Port L	ive SCN 🛛 🦼	My 1Por	t - Biz. Partn	er 🦼	Live Do	wnload 🦼	4	



Accessing Home will provide user few options as below:

- 1. Home
- 2. My 1Port Live SCN
- 3. My 1Port Biz. Partner
- 4. Live Download

## 1.1 Skin Themes



Figure 2

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

## 1.2 My1Port Live SCN

Two options available for user:

- a. SCN Download
- b. SCN Schedule

## 1.2.1 SCN Download



Figure 3



For users to download registered SCN at Port Klang\* Net

## 1. Click on **SCN Download** tab to display the *Live SCN Llisting*.

D.	-	*	Cloud Service - Live SCN - Depot System — C											- 0	×							
A	Hor	me	Import	Module	e	Export Modu	le															
B	(8		G	G	*	∎↓	ļ¢≬	₩.	₽.		Q	<b>T</b>		8								
G			0	٥	Ŧ	SCN Download	SCN Schedul	e Fwrd Agent	Shipping Agent	Haulier List	Appl. Update	Code Download	Expected Return Container	Close Appl.								
		Home	2			My 1Port L	ive SCN	My 1Por	rt - Biz. Part	tner	⊿ Live Do	wnload										
Cloud	Servio	e - Live	e SCN																			х
Select	ion/Fi	lter											[Downloa	ding SCN ]								
						🗹 Date Ran	ge															
Por	t: P	Port Kla	ng	•	•	Date Type	ETA	From	: 10/07/2	017 🔻	To: 16/07	/2017 🔻										
Live S	CN Lis	ting																				
Se	elect	SCN No	o.	Voya	age	Vessel II	v v	essel Name		Call Sign	ETA Date	ETA Time	ETD Date	ETD Time	ATA Date	ATA Time	ATD Date	ATD Ti	Calling Port	Status		
۹ [																						
																						V
																					Down	load
																					Select	t All
																						÷
																					Save to	Local
																						Exit
				1																	_	
🤩 Gor	od Int	ernet C	Connect	ion																Ver 3.22	Admin 15	/07/2017

#### Figure 4



- 2. Proceed on to start downloading SCN No and the details.
- 3. 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.

F/A	Igents	List Cloud S	ervice - Live S	CN														×
Se	lection	/Filter								[ Download	ing SCN ]							
				🔽 Date Range	9					Download completed								
	Port :	Port Klang	*	Date Type	ETA - From :	17/04/201	7 <b>-</b> To:	23/04/2013	7 👻									
Liv	e SCN I	Listing																
	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		
8																	^	
>	•	FH1A	061E	BA713	BALTIMORE BRIDGE	3ETY2	22/04/2017	12:00	23/04/2017	08:00	01/01/1900		01/01/1900		West Port			
	V	FJCH	17PK102W	MA074	MTT PORT KLANG	9MQI4	20/04/2017	01:00	20/04/2017	17:30	20/04/2017	01:00	20/04/2017	20:40	West Port	AMENDED		Download
	V	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			
	V	FKER	1704N	LA432	LILY STAR	D5LT3	21/04/2017	13:20	22/04/2017	13:20	01/01/1900		01/01/1900		West Port	CANCELLED		Select All
		FKK0	007E	CA845	CSCL SPRING	VRMT6	23/04/2017	00:01	24/04/2017	23:00	01/01/1900		01/01/1900		West Port			
	V	FKK7	17AW014E	AA204	ASIATIC WAVE	9V8790	22/04/2017	01:00	22/04/2017	17:30	01/01/1900		01/01/1900		West Port			
	V	FKKE	025N	CA864	COSCO IZMIR	VRMJ7	17/04/2017	02:00	18/04/2017	23:00	01/01/1900		01/01/1900		West Port			Save to Local
	V	FKUL	1711	TA418	TOVE MAERSK	OXCB2	20/04/2017	21:00	21/04/2017	07:00	01/01/1900		01/01/1900		West Port			
	V	FKUN	1716	BA729	BONAVIA	ELVL8	21/04/2017	00:00	21/04/2017	12:00	01/01/1900		01/01/1900		West Port			Evit
	V	FKUU	1714	CA657	CAPE MONTEREY	5BDW4	22/04/2017	03:00	22/04/2017	13:00	01/01/1900		01/01/1900		West Port			

4. Successful message will be displayed.

[ Downloading SCN ]
Download completed.
Figure 6

## 1.2.2 SCN Schedule

D	₹										0	Depot System	
3	Home	Impo	ort Modul	e	Export Modul	e							
B	ø	(P	G	- -		ļļļ	- <u></u>	- <u>S</u>		<b>Q</b>			$\otimes$
C	٥	٥	۵	Ŧ	SCN Download	SCN Schedule	Fwrd Agent	Shipping Agent	Haulier List	Appl. Update	Code Download	Expected Return Container	Close Appl.
	Ho	ome		4	My 1Port Li	ve SCN 🔒	My 1Por	t - Biz. Partne	er 🦼	Live Do	ownload 🦼	4	

Figure 7

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

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

an a column bi	eader here to grou	n hv	that column									
	codel fiele to groo	-p = 1		Vessel Name		Estimate Arrival		Estimate Departur	re			Refresh
SCN No	Voyage No		Call Port	Vessel ID	Vsl Name	ETA Date 🔹	ETA Time	ETD Date	ETD Time	Status		
												Purge SC
FGMU	147N		P/Klang-North	WA025	WEST SCENT	25-04-2017 00	08:00	26-04-2017 00	20:00			
FPVN	17OC022		P/Klang-North	OA057	OCEAN STAR	23-04-2017 00	15:47	24-04-2017 00	11:47			7
FPVH	17TR007		P/Klang-North	M1666	MALAYSIA EXP	23-04-2017 00	16:45	24-04-2017 00	11:00			Exit
FPVG	1703		P/Klang-North	B1967	BANDAR BARU	23-04-2017 00	00:00	28-04-2017 00	00:00			
FPVA	17TR007		P/Klang-North	10693	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			Charle Date
FPUH	V.S1704		P/Klang-North	PA510	PVT SEA LION	23-04-2017 00	01:00	24-04-2017 00	23:59			Start Date
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			End Date
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	00095		P/Klang-North	PA459	PINYA STAR	23-04-2017 00	08:00	24-04-2017 00	08:00			Canfirm Dalat
FPPT	1704		P/Klang-North	LA407	LEWANG	23-04-2017 00	00:00	24-04-2017 00	00:00			Commin Delet
FPPP	00 IN		P/Klang-West P	BA773	BAGAN STAR	23-04-2017 00	08:00	24-04-2017 00	08:00			V

Figure 8

3. 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.



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

## 1.3 My1Port – Biz Partner

Three options available for online downloading:

- a. Forwarding Agent
- b. Haulier
- c. Depot

## 1.3.1 Forwarding Agent



Figure 10

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

F/	Agents Li	ist									
Li	ting										
ľ	Inter tex	t to search		✓ Find Clear							
	Select	ROC No	Company Name	Contact Person	Address 1	Address 2	Address 3	Post Code	Tel No	Fax No	<b>€</b>
8											Download
											E Salact All
											Delect All
											Save Local
											Exit

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

		<u> </u>	3									
F/	Agents Li	st										×
Lis	ting											
	Enter te×	t to search		Find Clear								
	Select	ROC No	Company Name	Contact Person	Address 1	Address 2	Address 3	Post Code	Tel No	Fax No		
8										2		ownload
>		165848D	A M FORWARDING SDN BHD	ASOKHAN NAIDU	NO 27-A, LORONG SANG	BANDAR PUTERI,	KLANG SELANGOR	41200	03-5167	03-516734	-	
		601040H	AB SUCCESS MARINE (M) SDN BHD	SUSILAWATI BINTI AB M	NO.3-1, JALAN KASUARI	AMBANG BOTANIC, BUKIT	KLANG	41200	(03) 33	(03) 3325	Se Se	elect All
		237204T	ABLE FREIGHT FORWARDING SDN BHD	WANDA WONG	NO.63B-65B, JALAN BAY	6/KS6, BATU UNJUR, TAM	TINGGI, KLANG	41200	03-3324	03-33249411		
		451383T	ACE FREIGHT SYSTEMS (M) SDN BHD	IRENE KONG	NO. 2, LOT 2610, JALAN	TAMAN PERINDUSTRIAN S	SUBANG JAYA, SELANGOR	47500	03-8024	03-8024 6670		Carle
		241754T	ACE VISION SDN BHD	KAMARUL ZAMAN BIN HA	NO.55B, JALAN BAYU TI	BATU UNJUR, KLANG, SELA		42100	03-3319	03-3319 4499		Jve Local
		476586M	ACTPRO FREIGHT SDN BHD	SURESH A/L KARUNAKARAN	NO 12 JALAN BAYU TING	BAYU TINGGI KLANG	SELANGOR DARUL EHSAN	41200	033325	0333257755		
		457094D	ADANTSU FREIGHT FORWARDING SDN B	ZULKARNAIN BIN MD NO	NO.6B LORONG SANGGU	BANDAR PUTERI KLANG S	MALAYSIA	41200	603-516	603-51627	×	Exit
		228190A	ADVANCE LOGISTICS SDN BHD	HANIRA MOHD HUSSIN	LOT 37, LEBUH SULTAN	PERINDUSTRIAN BANDAR	SULEIMAN, PORT KLANG,	42000	603 317	603 3176 1		



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

[ Downloading SCN ]		
	Download completed.	

Figure 13

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

## 1.3.2 Shipping Agent

D	₹			)epot System									
	Home	Impo	rt Module	e	Export Modu	le							
ß	() ()	( <b>°</b>	6	< <b>₽ ₽</b>	SCN Download	SCN Schedule	Fwrd Agent	Shipping Agent	Haulier List	Appl. Update	Code Download	Expected Return Container	Close Appl.
Home 🔺			My1Port Live SCN _ My1Port - Biz. Partner _ Live Download										

Figure 14

1. Click on **Shipping Agent** tab to download Forwarding Agent which registered at Port Klang Net.

2. The below screen will be displayed to allows user click on **Download** button and retrieve the require data.

Live Shipping Agent											
Live SA Rec	ord Listing										
Enter text	to search	•	Find Clear								
									Download		
Pick	ROC No	Company Name	Address 1	Address 2	Address 3	Post Code	Tel No	Contact Person			
9									Select All		
¥									Select All		
	Total -										
	Total										

#### Figure 15

- 3. A list of Forwarding Agent will be displayed as below. Tick on the check box to select any required Shipping Agent.
- 4. Click on **Save to Local** button to save the data into the system.
- 5. Message will be displayed once finished downloading and data successfully saved.

## 1.3.3 Haulier List

D	₹									Depot System					
	Home	Impo	rt Modul	e	Export Modu	le									
ø	() ()	( <u>°</u>	(°	- + - ₽		SCN	Fwrd Agent	Shipping	Haulier	Appl.	Code	Expected Return	Close		
Home			My 1Port Li	ive SCN _	My 1Por	t - Biz. Partne	er a	Live Do	wnload 4	Container	Appi.				



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

=/Agents L	ist Live Hau	lier List								×
Record List	ting									
Enter tex	kt to search		▼ Find Clear							
Select	ROC No	Company Name	Contact Person	Address 1	Address 2	Address 3	Post Code	Tel No	Fax No	<b>Q</b> ∕
'										Download
										C Select All
										Save Local
										Exit

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

F/Aq	ients Li	st Live Hauli	er List									,
Rec	ord List	ng										
Er	ter te×	t to search		• Find Clear								
Se	elect	ROC No	Company Name	Contact Person	Address 1	Address 2	Address 3	Post Code	Tel No	Fax No		
8											^	Download
>		443843D	ABLE MERIDIAN LOGISTICS SON BHD	KUMARESEN	LOT PT 22864 JALAN SH	OFF JALAN KAPAR, KLANG	SELANGOR	42100	033290	0332904266		
		672900A	ADVANCE INTERCITY LOGISTICS SDN BHD	WONG KEAN MING	LOT 8088, PERSIARAN K	SECTION 16	SHAH ALAM SELANGOR	40200	035510	0355106988		Select All
		840237K	AEROGLOBAL LOGISTICS (M) SDN BHD	LUVEN LOUDES	SUITE #22-06 CENTRO 8	JALAN BATU TIGA LAMA,	KLANG, SELANGOR DARUL	41300	03-3342	03-33427964	1	
		1099218M	AES HAULAGE SDN BHD	MANDY ANG	NO. 11A-1, LORONG PER	TAMAN PENDAMAR PERMAI	PORT KLANG	42000	033165	0331657500		
		512643V	AGENDA WIRA SDN BHD	NAGALINGAM A/L MUNIA	LOT 9, LINGKARAN SULT	BDR. SULTAN SULAIMAN	PORT KLANG	42000	03-3176	03-31769933	l	Save Local
		705649D	AGRIPLEX (M) SDN BHD	LEONG LEE SHIN	LOT 39, JALAN BRP 9/2A,	PUTRA INDUSTRIAL PARK	SUNGAI BULOH, SELANGOR	47000	036141	0361413111		
		640551H	AGX LOGISTICS (M) SDN BHD	ARUMUGAN A/L THAMBU	UNIT 3A-C 2ND FLOOR,	10/1A PUSAT PERNIAGAA	SUBANG JAYA SELANGOR	47610	03-8023	03-80232312		
		583226U	AIMTRANS LOGISTICS (M) SDN BHD	LOW BOON HWA	LOT 11937, JALAN PERA	OFF JALAN TELOK GONG,	42000 PORT KLANG, SELA	42000	(03)	(03) -33		Exit
		208292V	AIROCEANIC EXPRESS SDN BHD	MOHD ZIN BIN JAAFAR	LOT 3, JALAN 223, SECT	PETALING JAYA		46100	603-795	603-7957 7		



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



Figure 19

## 1.4 Live Download

## 1.4.1 Application Update

D	₹										[	Depot System					
	Home Import Module			Export Modu	le												
ø	(B)	( <b>°</b> ()	C (	-		SCN	Fwrd Agent	Shipping	Haulier	Appl.	Code	Expected Return	Close				
Home				Download My1Port Li	Schedule	My 1Por	Agent t - Biz. Partn	List	Update Live D	Download	Container	Appl.					



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

Update Manager	×
This requires to close the application.Do you want to continue?	
Yes No	

Figure 21

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

Disclaimer		
Rank Alpha T any kind with warranties of	echnologies Sdn Bhd (RANK ALPHA) makes no warranty of regard to this material, including, but not limited to, the implied the merchantability and fitness for a particular purpose.	-
RANK ALPH or consequen of this materia	A shall not be liable for error contained herein or for incidental tial damages in connection with furnishing, performance, or use al.	l
The information	on disclosed is strictly confidential and may not be disclosed to without prior consent of RANK ALPHA. RANK ALPHA	,
By accepting data p	rovided by the Rank Alpha Technologies, you must agree to the above conditions of release a	nd

Figure 22

4. Click on Next button on Figure 22, below screen will appear for user to confirm the system name and Id.

۲	Welcome	
Sy	stem Select	ion
Dle	ace celect a syst	tem vou wich to update
	ID	Name
۱.	PKN_DPV8	PKNET_DP
		Next > Exit

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

۵ ک	Welcome						×					
Sy	DLL Component	e for Readme/Release Note										
	Component Info	)	-	-	1	Version						
	S Name		Size	Date	Local	Server						
		- For	ce Update	My Ch	eck Update	Update Now						
	Figure 24											

6. 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.



Figure 25

7. Click on **Finish** button and your system ready for the latest updated system.

		×
٠	😂 Welcome	
	Finished	
	Thank you for using RA Update Manager.	
	By using this tool, you can always keep your product up-to-date.	
	Finish Exit	

Figure 26

## 1.4.2 Code Download

D	₹										[	)epot System		
×	Home	Impo	ort Modul	e	Export Modu	le								
ß	® ()	( <u>°</u>	(°	< <b>₽ ₽</b>	SCN Download	SCN Schedule	Fwrd Agent	Shipping Agent	Haulier List	Appl. Update	Code Download	Expected Return Container	Close Appl.	
Home				My 1Port Li	ve SCN 🔒	My 1Por	t - Biz. Partn	er 🦼	Live Do	ownload 🔒		4		

#### Figure 27

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

Table Center Download				×
- Table List			- Download Listing	
Drag a column header here to group by that column			Drag a column header here to group by that column	
Select Table Name	Last Update		Select	
				Download Code
				Select All Code
				Opdate Local DB
				Fil Exit
			:	
		4 Get Table List		
		<u> </u>		

#### Figure 28

3. 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.

Table Cen	ter Download								×
— Table List			Do	wnload Listing					
Drag a col	umn header here to group b	y that column			ere to group by that column				
Select	Table Name	Last Update		Select	Туре	Code	Description		
$\checkmark$	PKN_ISOCode_TableID	02/08/2014	Þ		C*	RF	Reefer .		
▶ □	PKN_ISO_CT	02/08/2014			C*	OT	Open Top .		<b>V</b>
	PKN_PortTerminal	14/07/2014			C*	OS	Open Side	. Dov	vnload Code
	PKN_TableID	21/03/2014			C*	RK	Rack .		
					C*	ТК	Tanker .		
					C*	HH	Half Height .	Se	elect All Code
					C*	GP	General Purpose		
					C*	DG	Dangerous Goods	. Upd	late Local DB
					C*	HC	High Cube - 96 .		
					C*	VH	Ventilated .		
					C*	HR	Insulated .	🐳	Exit
					C*	UT	Open Top .		·

- 4. Once successfully downloaded, a list of codes for the selected table will be listed on the right windows.
- 5. 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.

Tab	le Cent	er Download									×
- Tab	le List			- D	ownloa	d Listing	, —				
Drag	) a colu		that column	D				nere to group by that column			
	Select	Table Name	Last Update		Selec	it		Туре	Code	Description	
	$\checkmark$	PKN_ISOCode_TableID	02/08/2014	,	•			C*	RF	Reefer	
•		PKN_ISO_CT	02/08/2014					<*	от	Open Top	
		PKN_PortTerminal	14/07/2014					C*	05	Open Side	Download Code
		PKN_TableID	21/03/2014					⊂*	RK	Rack	
								C*	тк	Tanker	
								<*	НН	Half Height	Select All Code
								⊂*	GP	General Purpose	
								C*	DG	Dangerous Goods	Update Local DB
								C*	HC	High Cube - 96	
								C*	VH	Ventilated	
								C*	HR	Insulated	Exit
								C*	UT	Open Top	

Figure 30

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



Figure 31

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# 1.5 Expected Return Container

D	₹										C	epot System	
×	Home	Impo	rt Modul	e	Export Modu	le							
B	ø	( <sup>®</sup>	G		∎↓	∳¢∳	<u>.</u>	<u>&amp;</u>		G			$\otimes$
G	٥	٥	٥	Ŧ	SCN Download	SCN Schedule	Fwrd Agent	Shipping Agent	Haulier List	Appl. Update	Code Download	Expected Return Container	Close Appl.
	Ho	me			My 1Port Li	ive SCN 🔄 🔒	My 1Por	t - Biz. Partn	er 🦼	Live Do	ownload 🔒	4	





1. Click on Container option to proceed for the Expected Return Container.

ally Expected Return Container													
ily Container Listing													
Container Info Expected Return													
ROT No	eDoc No	Container No	Size	Type	Date	Time	Status						
								<b>- 54</b>					
			Total: 0										

Figure 33

Refresh button will list o

button will list out all expected containers to be returned.

2.

# Chapter 2 IMPORT Module





- **2.1** Container From Port have two process:
  - a. CT Received
  - b. Upload CT Received



<b>Z</b>						Import - Container Record Listing - Depot System
Home	Import M	lodule Expor	rt Module			
2	ノ1			Σ	₽↓	
CT Received	Upload CT Received	eDoc BL List	Container Records	eContainer Tracking	Download Documents	
Container Fr	om Port 🛛 🔒	eDocume 』	Trx Re	ecord 🔒	 My1Por "	



- 1. Go to Import Process tab to see all available option.
- 2. Click on **CT Update** to start update container details informtaion.
- 3. **Container Info Listing** will be displayed. Tick the check box to select record for updating Import Container Information.

I	mport -	Container Update	1						x
	Contain	er Info							
	Enter	text to search			•	Find	Clear		General Info Shipment
C					3			///	
							Expected R	eturn	ROT Ref No :
	Pick	Container No	Size	Туре	eDoc No	Haulier	Date	Time	Box Operator :
٩									F/Agent :
									Haulier:
									Container Info
									Container No : Expected Date :
									Size : Expected Time :
									Туре:
									Status Info Upload Damage Photos
									Recd Date : 🔹 🔹 Recd Time :

Figure 36

٠

•

•

4. Enter necessary details in *General Info*, *Container Info*, *Shipment Details*, *Status Info* column and *Upload Damage Photos*.

#### General Info:

- i. Enter Request of Transport Number in the textbox ROT Ref No:
- ii. Select Box Operator from drop down listing Box Operator :
- iii. Forwarding Agent can be defined from drop down listing
- iv. Choose Haulier from drop down listing Huder:

#### Container Info

- i. Key in Container No in the textbox Container No :
- ii. Container Expected Date can be entered or select from Date Picker Expected Date :
- iii. Expected time for the container can be set here Expected Time:
- iv. Enter Container Size in the textbox see
- v. Select Container *Type* from drop down list
- vi. Container Status Information can be defince here Recol Date : Recol Time : Reco

-

vii. Select container Status from drop down list

Status :

viii. Any require container Remark can enter here

Remark :

#### ix. Upload Damaged Photo

Click to select photo for any location.

Status Info	Upload Damage Photos			
Pidk	File Name	Attachment	Remark	📑 New
				Delete
				A Exit
	Total Rec	ord :		
Save	Exit			



5. Lick Save button to save enterred Information
6. Click to exit from the screen.

## 2.1.2 Upload CT Received

2	G					Import - Container Record Listing - Depot System
Home	e Importe	odule Expo	rt Module			
<b>↓</b>	14			Σ	∎↓	
CT Received	Upload CT Received	eDoc BL List	Container Records	eContainer Tracking	Download Documents	
Container Fr	om Port 🛛 🔒	eDocume 🦼	Trx R	ecord 🛛 🦼	 My1Por "	

- 1. Go to Import Process tab to find all available option.
- 2. Click on **Upload CT Received** option to upload for the container received.

3. Updated Import Container will be displayed on the listing. Tick the checkbox to select the record as container movement. Selected record will be moved to the Selected List on the right screen.

I	Import - Submit Container Status																
F	Record Listing										elected	List					
D	Drag a column header here to group by that column										Drag a column header here to group by that column						
Received Container																	
Pick Container No Size Type eDoc No ROT No Date Time Status											Pick	eDoc No	Container No	Size	Туре		
٩		C								٩							
	3																
		Total : 0											Тс	tal :			
	Select Refresh												6 Remove	5 Submit	7 Exit		

#### Figure 39

- 4. Tick the check box on the Selected List listing for require record to be summited.
- 5. Click on **Submit** button to proceed for submission.
- 6. You may Click **Remove** button if require to remove listing before submission.
- 7. Click Exit to exit Upload CT Received screen.

## 2.2 eDoc BL List

D. T						Import - Container Record Listing - Depot System
Hom	e Import M	Iodule Expo	rt Module			
<b>₩</b>	18			Σ	∎↓	
CT Received	Upload CT Received	eDoc BL List	Container Records	eContainer Tracking	Download Documents	
Container F	rom Port 🛛 🔒	eDocume 🦼	Trx R	ecord 🦼	 My1Por "	



- 1. Go to Import Process tab and click on it to see all the option available.
- 2. Click on eDoc BL List option to list all downloaded eBoking records



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3. **Booking Listing** will be displayed. Tick the check box to select record and view the details.

Book Li:	king L sting	isting	3						×
	s	eDoc No	ROT Ref No	Box Operator	Forwarding Agent	SCN No	Voyage No	Vessel ID	
<b>?</b>									

#### Figure 41

- 3. Click on View Button to view Container Booking Information
- 4. Click Exit to exit from eDoc BL List screen.

## 2.3 Transaction Records

Transaction Record used to query any import container.



- 1 Choose Import Process tab to see all available option for Import Container.
- 2 Click on **Container Records** option to proceed further.
- 3 Tick in the checkbox *Display All* to display all records or enter *Filter Date* accordingly if require to filter by date range.

RANK ALPHA TECHNOLOGIES SDN BHD PORT KLANG\*NET (DP) LEMBAGA PELABUHAN KELANG Import - Container Record Listing × 4 🗹 Display All Filter Date Search 🚺 Exit From Date : 2/11/2017 ▼ To Date: 18/02/2017 ▼ 3 Listing Received Time Expected Date Expected Time Container No Container Size Container Type Container Status Received Date ۴

#### Figure 43

- 4 Click **Search** button to proceed and search the record.
- 5 Click Exit to exit from *Container Records Listing* screen.
- 6 Click from the screen.

## 2.3.2 eContainer Tracking

₯ -		$\bigcirc$				Import - Container Record Listing - Depot System
Home	e Import M	lodul Expo	rt Module			
<b>4</b> ∎→	14			Σ	∎↓	
CT Received	Upload CT Received	eDoc BL List	Container Records	eContainer Tracking	Download Documents	
Container Fi	rom Port 🛛 🔒	eDocume 🦼	Trx R	ecord 🦼	 My1Por "	



- 1. Go to Import Process tab to see all available option for import.
- 2. Click on eContainer Tracking option to trace Import container movement.

Im	port - CT Stati	us Monitor											x
Jol	b Manager						eDocument St	atus	Container Sta	tus			
							eDocument						
	Enter text to s	search		•	Ind Clear		Doc Type	Dat	e Time	Remark	Status	Sende	Sender
De	ag a column be	aadar hara to group hi				Ц.	٩			(			
											5		
_	BL No.	Open Data 📼	CT Operator		eDoc No								
•	DE NO	open bate +	CT Operator		EDUCINO								
-						-							
	$\bigcap$			$\frown$									
	U.	1		3									
0	Display All	From Open Date	~	Bafrach	-Sa Evit								
0	By Date	To Open Date	~	Refresh				Tot	al :				

#### Figure 45

- 3. Click Refresh to refresh listing.
- 4. Press radio button *Display All* or *By date* to filter Import Container Status listing and Click Find button to start find the records.
- 5. Selected records will be displayed under **eDocument Status** and **Container Status** at right of the screen.
- 6. Click Exit to exit Container Status Monitor screen.

## 2.4 My 1Port – Download Document

D	₹							Import - Container Record Listing - Depot System
<u>→</u> +	Home	Import M	odule Expo	rt Module				
<b>↓</b>		1₽			Σ		∎↓	
CT Receive	ed Up Re	load CT eceived	eDoc BL List	Container Records	eContainer Tracking		Download Documents	
Containe	er From P	Port 🔒	eDocume 🦼	Trx Re	ecord 🛛 🖌	4	My1Por 』	

- 1. Click on **Import Module** tab to find the option to download online booking records.
- 2. Choose **Download Documents** option download all online booking from PK\*Net.
- 3. To start downloading documents, click on **Download** button. Listing will list out all documents prepared by Haulier.

Download Documents						х
Listing						
PKNet eDoc Info			Document Info			
File Name	eDoc GUID	eDoc Type	Doc. No	Doc. Type	Status	3
<b>?</b>						
						Download
						4 Save Local
						5 Exit

- 4. Select File name and Click **Save Local** to save downloaded PK\*Net eDocument Information.
- 5. Click Exit to close Download Documents Listing



# Chapter 3 EXPORT Module

Consist all of the export process require for Depot.

## 3.1 Download Documents

- 1. Go to Export Module tab to see all available option for export process.
- 2. Click on **Download Document** option where it can bring you to inbox for Request of Transport.
- 3. Listing will display all eDocument Info from PK\*Net after click **Download** button. All Request of Transport confirmed by Haulier will be listed.
- 4. Select any require file and click Save button to save PK Net eDocument Information.
- 5. Click Exit to exit from Download Documents screen.



#### Figure 48

Do	wnload Documents						2
	Listing Drag a column header here to	group by that colu	mn				
	PKNet eDoc Info			Document Info			Download
	eDoc GUID	eDoc Type	File Name	Doc No	Doc Type	Status	
9	,						Save
							5 Fil Exit



## 3.2 Export Booking : MT Container Release

- 1. Go to Export Module tab to see any avilable option under export module.
- 2. Click on MT Container Release option to proceed further.
- 3. Click Refresh button to refresh MT Container listing
- 4. Tick the checkbox to select record and Click **Add CT** to add container Information for MT Container to be released.
- 5. Enter necessary details and Click Save
- 6. Click **Exit** to exit MT Container Release page





	Actual M	T Container Release	2						6	×
	Listing								(	3
	Bookin	ig Info				Haulier Inf	D			
	Pick	Exp Booking R	Shipping Agent	Forwarding Agent	Total CT	Haulier	ROT No	Date	Time	Refresh
•	•								(	4
									(	Add CT

Figure 51



## 3.3 Submission : Submit MT Container Release

- 1. Go to **Export Module** tab to expand all the option under export process.
- 2. Click on Submit MT Container Release option to proceed further.
- 3. Click **Refresh** Button to refresh added MT Container Release listing
- Tick the checkbox under *Pick* column to select record and click **Select** Button to move listing to Selected List tab for submission.
- 5. Under Selected List, tick checkbox for an required record to be submmited.
- 6. Click **Submit** button to proceed for submission.
- 7. You may Click Remove button if required to remove record from submission listing.
- 8. Click **Exit** to exit from Submit MT Container Release screen.



Figure 52

Submit	MT Container Releas	e							x
Record	Listing					Selected	List		
Drag a	column header here t	o group by that colur				Drag a col		to group by that column	
Cont	tainer Info			Release Ir	nfo				
Pick	Container No	Size Type	eDoc No	Date	Time	Pick	eDoc No	Container No	Size Type
9	1					9			
	Total : I	n						Tot	tal :
		-	Select	3 Refresh	8 Exit		R	7 6 emove Submit	Exit

## 3.4 Inquiry : MT Container Release Inquiry

- 1. Go to Export Module tab to expand all available option.
- 2. Click on **MT Container Release Inquiry** to proceed for inquiry screen of MT Container Released.
- 3. Select **Display All** or **By Date** to filter submitted MT Container Release listing by Expected Pickup date.
- 4. Edit particular date to filter and Click Filter button
- 5. Selected MT Container pickup date listing will be displayed
- 6. Click Exit to exit MT Container Release Inquiry page

2			Depot System
Hon	ne Import Mo	dule Export Modul	e Table Center
9	2	<b>e</b>	
Download Documents	MT Container Release	Submit MT Container Release	MT Container Release Inquiry
Inbox 🖌	Export Bo 🦼	Submission 🔒	Inquiry 🔺
			MT Container Release Inquiry
	Hon Hon Download Documents Inbox	Home Import Mo Home Import Mo Download Documents Inbox Export Bo 2	Image: Submit Signal state Image: Submit Signal state   Image: Submit Signal state Image: Submit Signal state

#### Figure 54

	MT Container Release	e Inquiry							х
	isting								
	Booking Info				Haulier Inf	D			O Display All
	Exp Booking Re	Shipping Agent	Forwarding Agent	Total CT	Haulier	ROT No	Date	Time	O By Date
٩									3
									Expected Pickup Date
									17/02/2017 -
		(	5						To :
									17/02/2017 -
								C	
									Filter
									6
									Evit

# Chapter 4 TABLE CENTER

#### 4.1 Forwarding Agent

- 1. Go to **Table Center** tab to see all available option for business partner module.
- 2. Click on Forwarding Agent option where it can bring you to inbox for Request of Transport.
- 3. Click **New** to create new record.
- 4. Enter neccessary details, then click **Save** button to save the record.
- 5. Click **Exit** to exit from Download Documents screen.

D	5		Depot System
Hon	ne Impo	rt Module	Table Center 1
Forwarding Agent	Shipping Agent	Haulier	
2 usin	ess Partner	4	

General Info.							
			Address	Contacts Ex	tra Requirement	3	
	Code :	ROC No :	Compan	y Address		Ċ	New
	Name :		Addr	ess :			
	- 1						Edit
F	iax. No :	PKNet Cloud ID :					Delete
							Cancel
Select	Code	Name		Agent Code	Online ID	0	
•						4	
		RANK ALPHA TECHNOLOGIES SDN BHD					Save
		RANK ALPHA SHIPPING AGENT			MYPKGRASA5	6	
		RANK ALPHA SHIPPING AGENT				5	
							Evit

Figure 23

## 4.2 Shipping Agent

- 1. Go to **Table Center** tab to see all available option for business partner module.
- 2. Click on Shipping Agent option where it can bring you to inbox for Request of Transport.
- 3. Click New to create new record.
- 4. Enter neccessary details, then click Save button to save the record.
- 5. Click Exit to exit from Download Documents screen.

D				Depot System	
Hon	ne Impo	rt Module	Table Center 1		
Forwarding Agent	Shipping Agent	Haulier			
Busin	est Partner	4			

#### Figure 24

Ship	ping Agen	t					6	3
Gene	eral Info.						3	
				Address	Contacts Ex	tra Requirement	C <sup>2</sup>	
		Code : ROC No :		Company Address				New
	Name :							
		Tel. No : PKNet Cloud ID :		Address :				
								Edit
	Т						Post Code :	
	Fa	ax. No :						Delete
				-				
							C	Cancel
	lect	Code	Name		Agent Code	Online ID	4	
Ŧ								-
			RANK ALPHA TECHNOLOGIES SDN BHD				G	Save
			RANK ALPHA SHIPPING AGENT			MYPKGRASA5	6	
			RANK ALPHA SHIPPING AGENT					Fxit
		Ttl = 193						

Figure 25

- END OF USER GUIDE -