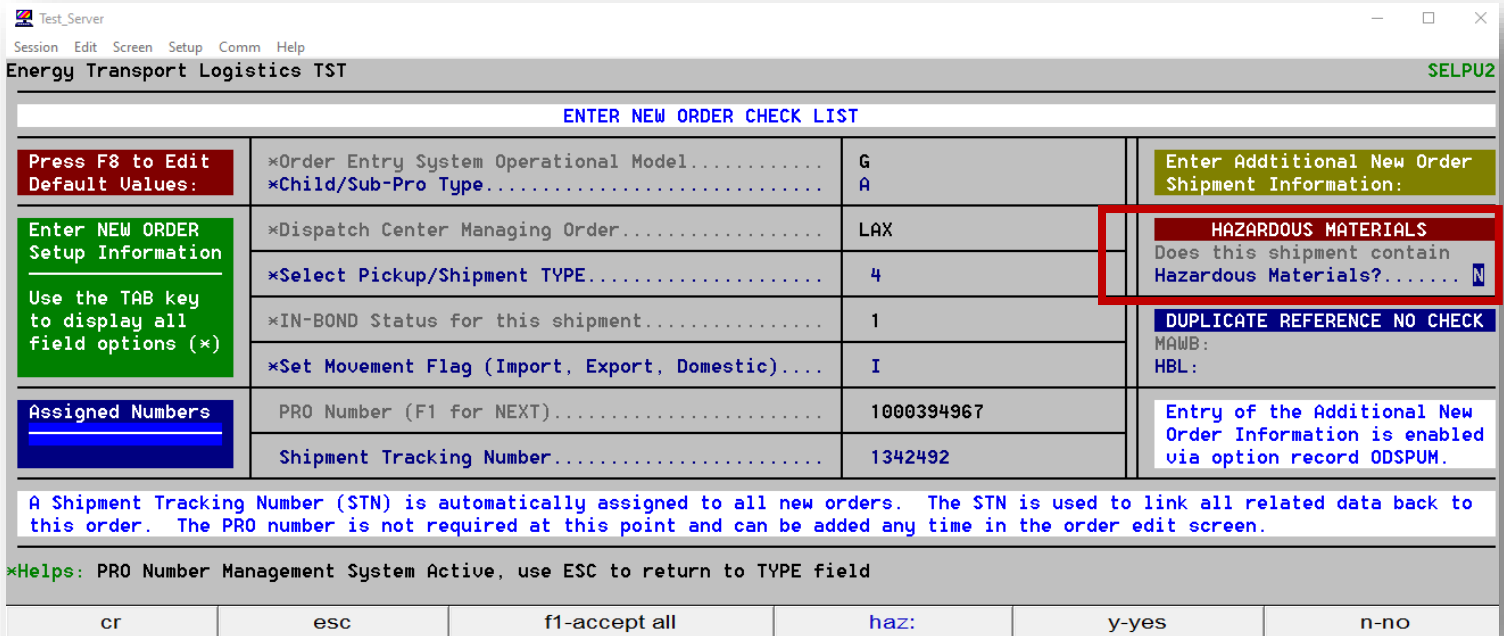


# DG SHIPMENT DATA ENTRY

Data Entry Menu Path: 8,1,1

1. Hit **8** for **Order Entry System**
2. Hit **1** for **Order Entry System Menu**
3. Hit **1** for **Enter and Update Orders**
4. Once in the **New Order Checklist**, locate the **Hazardous Materials** section. Change 'N' to 'Y', by entering in Y.



ENTER NEW ORDER CHECK LIST					
Press F8 to Edit Default Values:	*Order Entry System Operational Model.....	G	Enter Additional New Order Shipment Information:		
	*Child/Sub-Pro Type.....	A			
Enter NEW ORDER Setup Information  Use the TAB key to display all field options (*)	*Dispatch Center Managing Order.....	LAX	HAZARDOUS MATERIALS Does this shipment contain Hazardous Materials?..... N		
	*Select Pickup/Shipment TYPE.....	4			
	*IN-BOND Status for this shipment.....	1			
	*Set Movement Flag (Import, Export, Domestic)....	I	DUPLICATE REFERENCE NO CHECK MAWB: HBL:		
Assigned Numbers	PRO Number (F1 for NEXT).....	1000394967	Entry of the Additional New Order Information is enabled via option record ODSPUM.		
	Shipment Tracking Number.....	1342492			
A Shipment Tracking Number (STN) is automatically assigned to all new orders. The STN is used to link all related data back to this order. The PRO number is not required at this point and can be added any time in the order edit screen.					
*Helps: PRO Number Management System Active, use ESC to return to TYPE field					
cr	esc	f1-accept all	haz:	y=yes	n=no

5. Enter all data as a normal shipment, until you get to the **(T)** section. This is where you enter PCS, HAZ, & COMMODITY/ CHARGE DESCRIPTIONS.



(T)	*Pcs	Haz	Commodity/Charges Description	Weight	Rate	Charges	Class
Helps: RATE NOTES-Press SHIFT-F8							

# DG SHIPMENT DATA ENTRY

- Enter **PC** (Piece Count) and under **Commodity**, you will enter the **UN#** provided. Press **F5** for Hazmat Code.

Test\_Server

Session Edit Screen Setup Comm Help

Model: G Netwrk: Z Center: LAX Move: I PU Type: 4 Bond Stat: 1 SubPro Type A Entered 12/19/2022 at 0945 by How:

1)ORD: 1342495 2)PRO: 1000394970 3)Contact: Test 4)Charges: P 5)Traf: E 6)Ld: L S)Stat: PU: P DEL:

Customers	Name	Address	City	St	Zip	Cnt	Trm	Telephone	FAX No.	R
A)Shipper....	Greg 123	123 Main	LAS VEGAS	NU	89118	U	LAS	317-714-9482	000-000-0000	Y
B)Consignee..	Greg 123	123 Main	LAS VEGAS	NU	89118	U	LAS	317-714-9482	000-000-0000	Y
C)Debtor.....	Greg 123	123 Main	LAS VEGAS	NU	89118	U	LAS	317-714-9482	000-000-0000	Y
D)P/U Loc....	Greg 123	123 Main	LAS VEGAS	NU	89118	U	LAS	317-714-9482	000-000-0000	Y
E)Originator..	Greg 123	123 Main	LAS VEGAS	NU	89118	U	LAS	317-714-9482	000-000-0000	Y

R F)Mode....	J)Positions...	M)Miles....	Pickup Schedule	Delivery Schedule	N) Assignments
A G)Method...	K)Lineal Ft...	U)Rate... 0.00	q)Date... 12/19/2022	R)Date...	- -
T H)App FSC?.	L)Stops.....	SELL: 0.00	Ready... 0945	From... to	- -
E I)pct...	\$ Ea: 0.00 LF?	BUY: 0.00	Close... 1834	Type... U)Hot?	- -

T) *Pcs	Haz	Commodity/Charges Description	Weight	Rate	Charges	Class	Rate Notes and Operational Remarks
1	1	UN1915	0				

Helps: RATE NOTES-Press SHIFT-F8

CR	ESC	^K-Back to Pcs	F4-Shipper Commodity	F3-Generic Commodity	F5=HazMat Code
----	-----	----------------	----------------------	----------------------	----------------

*Pcs	Haz	Commodity/Charges Description	Weight	Rate
X		UN1915, Cyclohexanone, 3, PGIII		

F5 will populate the proper Hazmat name.

- Enter the weight of the shipment and enter through to the next line.

T)	*Pcs	Haz	Commodity/Charges Description	Weight	Rate	Charges	Class
1	1	X	UN1915, Cyclohexanone, 3, PGIII	5			FAK
2		HZ	Hazardous Material Charge - LTL			0.05	
3							

# DG SHIPMENT DATA ENTRY

- Enter **EM** to manually enter the emergency phone # and any additional data needed for shipping instructions of DG DEC.

Model: G Netwrk: Z Center: LAX Move: I PU Type: 4 Bond Stat: 1 SubPro Type A Entered 12/19/2022 at 0945 by How:

1)ORD: 1342495 | 2)PRO: 1000394970 | 3)Contact: Test | 4)Charges: P 5)Traf: E 6)Ld: L S)Stat: PU: P DEL:

Customers	Name	Address	City	St	Zip	Cnt	Trm	Telephone	FAX No.	R
A)Shipper....	Greg 123	123 Main	LAS VEGAS	NU	89118	U	LAS	317-714-9482	000-000-0000	Y
B)Consignee..	Greg 123	123 Main	LAS VEGAS	NU	89118	U	LAS	317-714-9482	000-000-0000	Y
C)Debtor.....	Greg 123	123 Main	LAS VEGAS	NU	89118	U	LAS	317-714-9482	000-000-0000	Y
D)P/U Loc....	Greg 123	123 Main	LAS VEGAS	NU	89118	U	LAS	317-714-9482	000-000-0000	Y
E)Originator..	Greg 123	123 Main	LAS VEGAS	NU	89118	U	LAS	317-714-9482	000-000-0000	Y

R	F)Mode....	J)Positions...	M)Miles....	Pickup Schedule	Delivery Schedule	N) Assignments
A	G)Method...	K)Lineal Ft...	U)Rate... 0.00	Q)Date... 12/19/2022	R)Date...	-
T	H)App FSC?.	L)Stops.....	SELL: 0.00	Ready... 0945	From... to	-
E	I)pct..	\$ Ea: 0.00 LF?	BUY: 0.00	Close... 1834	Type... U)Hot?	-

T)	*Pcs	Haz	Commodity/Charges Description	Weight	Rate	Charges	Class	Rate Notes and Operational Remarks
1	1	X	UN1915, Cyclohexanone, 3, PGIII	5			FAK	
2		HZ	Hazardous Material Charge - LTL			0.05		
3		EM	EMERGENCY #+65 9115 0511					
4		EM	EMERGENCY CONTACT: CHERYLN SMITH					

Helps: Use UP-ARROW Key to Change previous line RATE NOTES-Press SHIFT-F8

CR ESC-Abort Entry F1-Issue Check F5-Delete Line F6-Remove HAZ MAT **F9-Finish** F10-Insert T-Total

- If additional UN#s are present, repeat the same steps above. If no other UN#s are needed, press **F9** to **Finish**.

- After **F9**, complete the rest of the data entry process. Press **F4** for reference number entry. Enter all required reference numbers. (MAWB, HAWB, Shipper Reference Numbers, etc.) Also see Figure 10.b.

Model: G Netwrk: Z Center: LAX Move: I PU Type: 4 Bond Stat: 1 SubPro Type A Entered

1)ORD: 1342495 | 2)PRO: 1000394970 | 3)Contact: Test | 4)Charges: P 5)Traf: E 6)Ld: L S)Stat: PU: P DEL:

Customers	Name	Address	City	St	Zip	Cnt	Trm	Telephone	FAX No.	R
A)Shipper....	Greg 123	123 Main	LAS VEGAS	NU	89118	U	LAS	317-714-9482	000-000-0000	Y
B)Consignee..	Greg 123	123 Main	LAS VEGAS	NU	89118	U	LAS	317-714-9482	000-000-0000	Y
C)Debtor.....	Greg 123	123 Main	LAS VEGAS	NU	89118	U	LAS	317-714-9482	000-000-0000	Y
D)P/U Loc....	Greg 123	123 Main	LAS VEGAS	NU	89118	U	LAS	317-714-9482	000-000-0000	Y
E)Originator..	Greg 123	123 Main	LAS VEGAS	NU	89118	U	LAS	317-714-9482	000-000-0000	Y

R	F)Mode....	J)Positions...	M)Miles....	Pickup Schedule	Delivery Schedule	N) Assignments
A	G)Method... T	K)Lineal Ft...	U)Rate... 0.00	Q)Date... 12/19/2022	R)Date...	-
T	H)App FSC?. A	L)Stops.....	SELL: 0.05 U	Ready... 0945	From... to	-
E	I)pct.. 47.50	\$ Ea: 0.00 LF?	BUY: 0.00 U	Close... 1834	Type... U)Hot?	-

T)	*Pcs	Haz	Commodity/Charges Description	Weight	Rate	Charges	Class	Rate Notes and Operational Remarks
1	1	X	UN1915, Cyclohexanone, 3, PGIII	5	0.00	0.00	FAK	
2		HZ	Hazardous Material Charge - LTL			0.05		
3		EM	EMERGENCY #+65 9115 0511					
4		PI	47.50% Fuel Surcharge					

Helps: Enter NUMBER/LETTER of data to change or FUNCTION KEY for action.....

LIFE CYCLE: By: RSAN Trm: LAS Cont: Order Received Ref: From Test Ual: Date-Time: T

esc f1-alert f2-stops f3-trace **f4-ref no** f5-calculate f6-more f7-header f8-remarks f

# DG SHIPMENT DATA ENTRY

```

Master AWB..... F1
HBL No..... F2
7512 Number..... F4
Airline.....
Cargo Location.....
Shippers Ref No.... F5
Bill of Lading No..
    
```

Figure 10.b

11. Press **F9** to complete the data entry and exit.

Test\_Server

Session Edit Screen Setup Comm Help

Model: G Netwkr: Z Center: LAX Move: I PU Type: 4 Bond Stat: 1 SubPro Type A Entered 12/19/2022 at 0945 by RSAN How: K

1)ORD: 1342495 2)PRO: 1000394970 3)Contact: Test 4)Charges: P 5)Traf: E 6)Ld: L S)Stat: PU: P DEL: P

Customers	Name	Address	City	St	Zip	Cnt	Trm	Telephone	FAX No.	R
A)Shipper....	Greg 123	123 Main	LAS VEGAS	NU	89118	U	LAS	317-714-9482	000-000-0000	Y
B)Consignee..	Greg 123	123 Main	LAS VEGAS	NU	89118	U	LAS	317-714-9482	000-000-0000	Y
C)Debtor.....	Greg 123	123 Main	LAS VEGAS	NU	89118	U	LAS	317-714-9482	000-000-0000	Y
D)P/U Loc....	Greg 123	123 Main	LAS VEGAS	NU	89118	U	LAS	317-714-9482	000-000-0000	Y
E)Originator..	Greg 123	123 Main	LAS VEGAS	NU	89118	U	LAS	317-714-9482	000-000-0000	Y

R F)Mode.... 1	J)Positions...	M)Miles.... 0	Pickup Schedule	Delivery Schedule	N) Assignments
A G)Method... T	K)Lineal Ft...	U)Rate... 0.00	Q)Date.... 12/19/2022	R)Date... 12/20/2022	- -
T H)App FSC?. A	L)Stops.....	SELL: 0.05 U	Ready... 0945	From... 0835 to 1834	- -
E I)pct.. 47.50	\$ Ea: 0.00 LF?	BUY: 0.00 U	Close... 1834	Type... D U)Hot?	- -

T)	*Pcs	Haz	Commodity/Charges Description	Weight	Rate	Charges	Class	Rate Notes and Operational Remarks
1	1	X	UN1915, Cyclohexanone, 3, PGIII	5	0.00	0.00	FAK	X)Rate Notes.... Y Y)Pickup.... N
2	HZ		Hazardous Material Charge - LTL			0.05		W)Availability... N Z)Delivery... N
3	EM		EMERGENCY #+65 9115 0511					Tariff Information Alerts Sent
4	PI		47.50% Fuel Surcharge					EC 2017 EM 2017 0001 Date: Time: Hrs
								Pcs Weight Dim Wgt Qty: 0 EDI:
								1 5 0

Helps: Enter NUMBER/LETTER of data to change or FUNCTION KEY for action.....

LIFE CYCLE: By: RSAN Trm: LAS Event: Order Received Ref: From Test Ual: Date-Time: 12/19/2022-1011

esc f1-alert f2-stops f3-trace f4-ref no f5-calculate f6-more f7-header f8-remarks **f9-exit** f10-quick print ctl f2-follow up