



#### Introduction

- YTI Gate Link was developed to allow terminals to communicate with shipping lines, trucking companies and other parties
- YTI Gate Link provides users valuable information related to import and export cargo status, gate activities, event notifications and terminal daily message updates.
- The recommended browser for YTI Gate Link is Microsoft Edge
  - Users can also use other browsers like Chrome, Firefox and Safari

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■ The website URL is <u>www.yti.com/GateLink</u>

#### **Login Page – Sign Up**

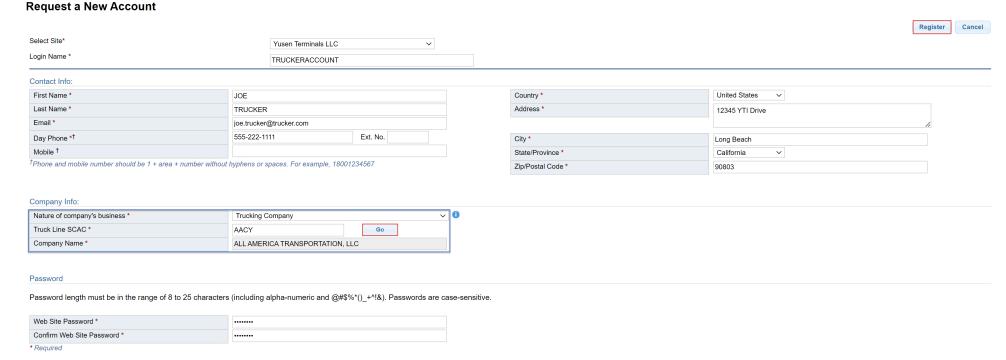


- All users are required to have a User Name and Password to access YTI Gate Link system
- After navigating to the website: <a href="https://www.yti.com/GateLink">www.yti.com/GateLink</a> users can create a new user account by clicking on the <a href="https://sign-Up">Sign-Up</a> link on the Login page.

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#### **New User Account page**

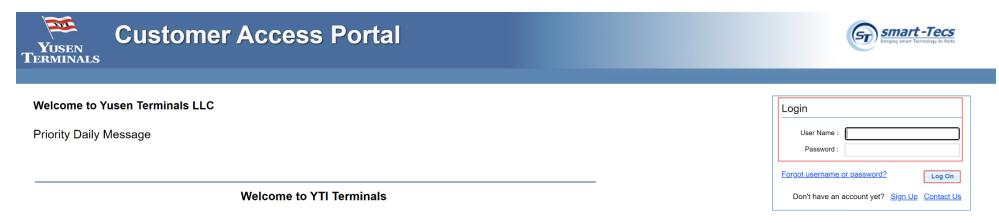


- New users must enter required fields as indicated by \* including: Login Name, Contact Info, Company Info (specifying nature and business) and Password.
- After entering all required fields, the system will enable the Register button allowing user to submit request for new account.

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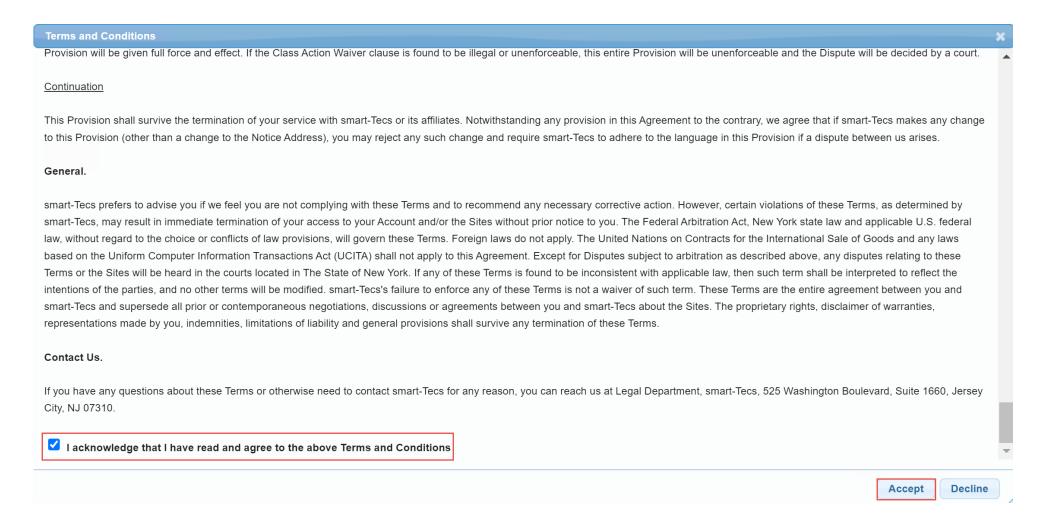
#### **Login Page – Logging In**



- After navigating to <a href="https://yti.com/gatelink">https://yti.com/gatelink</a> to the Login page, enter User Name and Password and select Log On button
- First time users logging in will be prompted to accept **YTI**'s Terms and Conditions of Use for YTI Gate Link

**Terms and Conditions - End-User License Agreement** 

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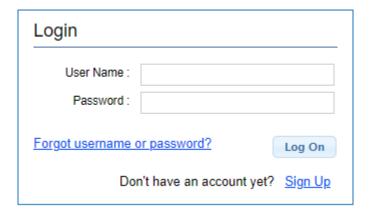


- If user declines the Terms and Conditions the user will be returned to Log In page.
- If user accepts the Terms and Conditions the user can go to Home page.

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### **Login Page – Functional Hyperlinks**

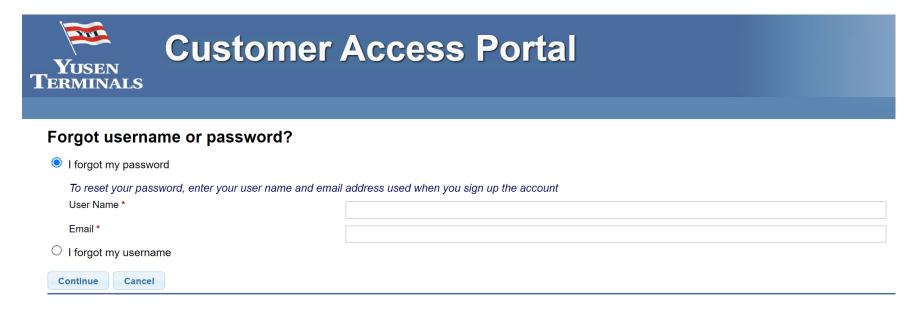


- From the Login Page the user will see the following:
  - Don't have an account yet?
    - Sign Up

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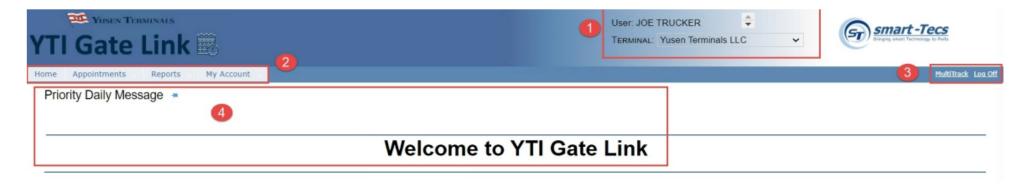
### **Login Page – Having Trouble Signing In?**



- I forgot my password will reset the user's password to a temporary password:
  - User will receive a temporary password to their registered email.
  - When user logs in with temporary password, they will be prompted to make a new password.
- I forgot my username will retrieve the user's username:
  - User will receive an email with their username to their registered email

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#### **Default Login page is the Home page**

- From the Home page user will see:
  - 1. User and Terminal name information
  - 2. Navigation bar with menu options:
    - ¬ Home, Appointments, Reports, My
       Account
  - Links to MultiTrack and Log Off
  - 4. Priority Daily Message
  - 5. Various individualized Daily Message(s)

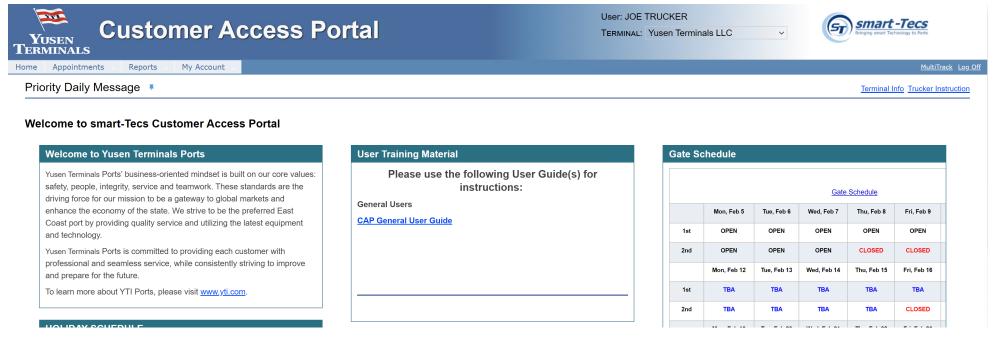
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#### **Home Page – Priority and Daily Messages**



- The Priority Daily Message and other Daily messages are created by terminal users.
- They provide users with terminal-related updates or instructions.
- The messages will appear on the Home page below the navigation bar on all pages either prior to and after logging in.

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#### **Home Page – Functional Links**

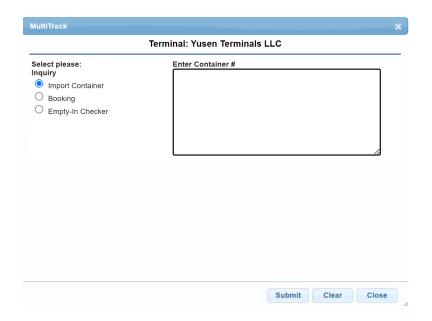


- The Log Off link exits the system and returns the user to Login page.
- The MultiTrack link is used to inquire on import containers, bills of lading or booking/release (EDO) numbers to see detailed information regarding statuses.

#### Home Page – MultiTrack

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- MultiTrack link allows users to enter multiple containers, bills of lading or booking/release (EDO) numbers for status information.
- User can also register for enter and exit gate notifications.

### ■ Home Page – Appointments

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- YTI Gate Link allows the trucking company to enter gate transaction information to expedite the service of the driver when he arrives on terminal.
- Under the Appointments menu select New Appointments
- Select the transaction type(s) to enter, \*denotes required fields

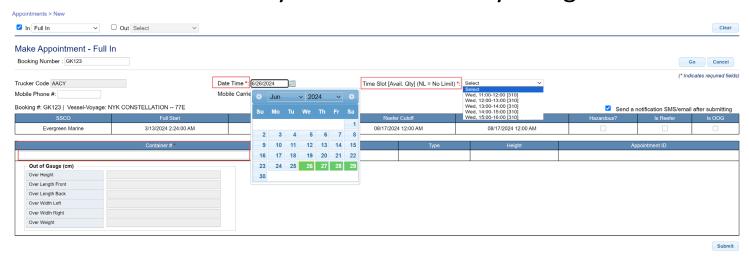


- For Full In moves enter the Booking/Release EDO accordingly.
- YTI Gate Link will display the Booking/EDO details.

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To continue select the date of your transaction by using the calendar

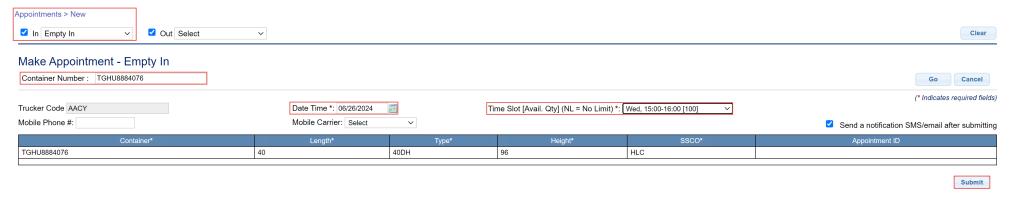


- Select the Time Slot
- Enter the Container Number
  - Submit the form
- If submitted successfully, YTI Gate Link will return a confirmation with an Appointment ID Number.
- If there is an issue with the appointment, YTI Gate Link will return an error message of the issue(s) to fix. You will not receive an Appointment ID Number.

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- For Empty In moves enter the container number
- To continue select the date of your transaction by using the calendar



- Select the Time Slot
  - Submit the form.
- If submitted successfully, YTI Gate Link will return a confirmation with an Appointment Number.
- If there is an issue with the appointment, YTI Gate Link will return an error message of the issue(s) to fix. You will not receive an Appointment Number.

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- For Full Out Moves enter the container number.
- YTI Gate Link will display the Import Container Details.



- To continue select the date of your transaction by using the calendar.
- Select the Time Slot
  - Submit the form.
- If submitted successfully, YTI Gate Link will return a confirmation with an Appointment ID Number.
- If there is an issue with the appointment, YTI Gate Link will return an error message of the issue(s) to fix. You will not receive an Appointment ID Number.

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YTI Gate Link will return a confirmation of your Appointment with an Appointment ID: Number

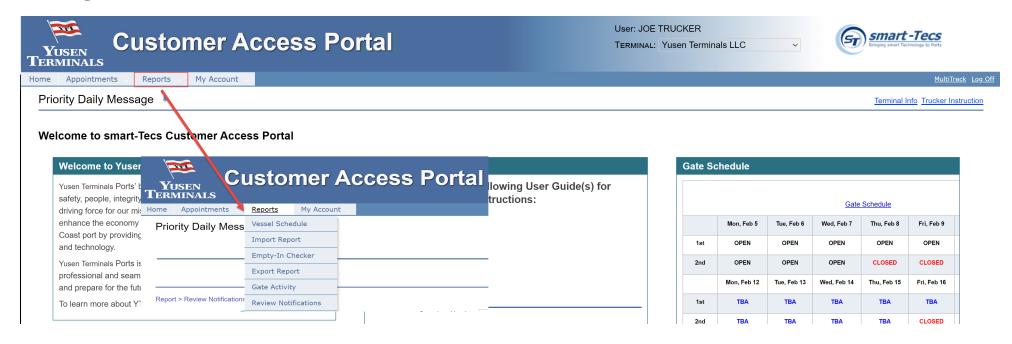


- The driver will provide this Appointment ID number to the clerk at the terminal.
- This will expedite the service of the transaction.
- YTI Gate Link will send an email notification to the user with the Appointment information to the user.

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#### **Navigation Bar – Main Menu Features**



- YTI Gate Link allows users to make inquiries for container moves being returned to and/or picked up at the terminal.
- Each tab link has a drop-down list that provides a sub menu of available features.

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#### **Reports tab**

- Trucking company users by default have access to all YTI Gate Link reports for the purpose of monitoring availability, equipment and gate activity.
- The Reports menu tab has the following options:
  - Export Report
  - Import Report

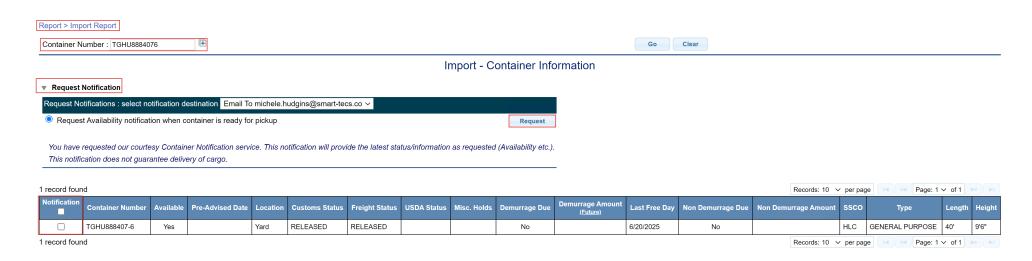
- Gate Activity (Trucking company only)
- Review Notifications

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#### **Reports – Import Report**

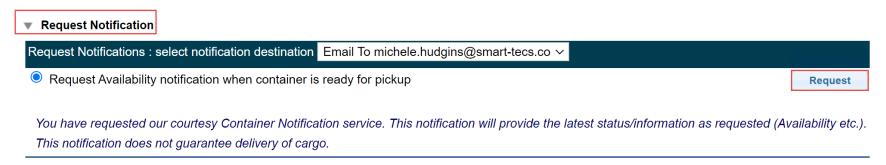
- Import Report is used to inquire about an import container's availability.
- Users can search by single or multiple container or bill of lading number(s)
- Import Report focuses on identify container availability based on the container's various hold conditions (such as customs, freight, terminal and misc. holds)



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#### **Reports – Import Report: Notifications**



- When a user does an import container inquiry, they can also register to receive various email notifications regarding the container's cargo status.
- The following notifications are available:
  - Availability
  - Enter Gate
  - Exit Gate
- As each event occurs, notifications will be automatically sent to the users registered email address.

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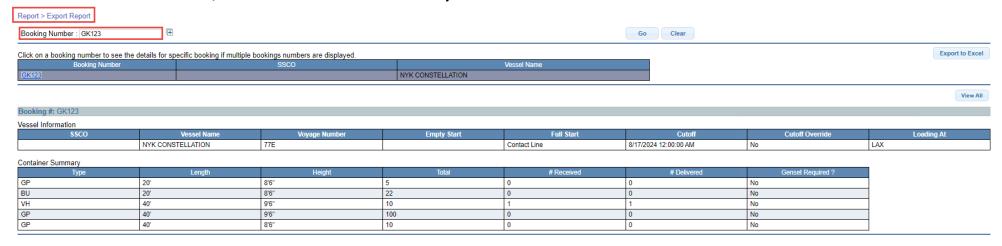
■ The system will allow users to check the status of notifications, update reference numbers or cancel notification requests.

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#### **Reports – Export Report**

- Export Report is used to inquire about the status of bookings.
- Users can inquire by single or multiple booking numbers.
- Export Report provides users with booking information status, including the vessel, start and cutoff dates, a container summary and each container details.



- The Export Booking Information is listed in 2 sections:
  - Vessel Information steamship line (SSCO), vessel/voyage, start/cutoff dates and loading at information.

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 <u>Container Summary</u> – the booking's container size/type, volume, number of containers received/delivered and if a genset is required.

#### **Reports – Gate Activity**

- Gate Activity Report provides users with a summary of their gate transactions:
  - Summary report by container size types and move types.
  - Detail report by completed and in progress moves.
- Gate Activity report is generated using multiple filters and defining sort functions.
- Following are the filter and sort options:
  - Move Type (By Containers: Full In, Full Out, Empty In, Empty Out and/or By Chassis: Chassis In, Chassis Out)
  - Transaction Status (All, Completed, In Progress or Aborted)
  - Report Type (Summary and/or Details)
  - Move Time (Start Date/Time and End Date/Time) (Defaults to current date)
  - Trucking Company (default to user's associated trucking company)
  - Steamship Lines (default to All Steamship Line)
  - Container/Chassis (when searching for a specific Container or Chassis number)

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### **Reports – Gate Activity: Summary Report**

■ The Summary report display totals by container size types and move types.

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#### Gate Activity Report

Report Date: 6/26/2024 8:12 PM (Pacific Standard Time)

#### ▼ Completed Moves - Summary Report

Moves from 6/3/2024 07:00 AM - 6/26/2024 05:00 PM

Containers	Full Ins	Full Outs	Dray Ins	Dray Offs	Empty Ins	Empty Outs	Total
20' / GP / 8'6"	1	3	0	0	3	0	7
40' / GP / 9'6"	3	5	0	0	1	0	9
40' / VH / 9'6"	1	0	0	0	0	0	1
20' / BU / 8'6"	0	1	0	0	0	0	1
Express Gate	0	0	0	0	0	0	0
Total	5	9	0	0	4	0	18

#### ▼ Completed Moves - Detail Report

Moves from 6/3/2024 07:00 AM - 6/26/2024 05:00 PM Your search returned 18 record(s)

			1								
Move Type	In Time	Container Number	Container Length	Container Type	Container Height	Steamship Line	Trucking Company	BOL/Book	ing/Release/EDO No.	Container Comments	Yard
Empty In	6/26/2024 10:52 AM	<u>APHU6254605</u>	40'	GP	9'6"	CMA	SOCN				4B86L1
Full In	6/26/2024 10:49 AM	BEAU2326971	20'	GP	8'6"	YML	SOCN	ANBOOK			LOCATE
Full In	6/26/2024 10:33 AM	BMOU5846544	40'	GP	9'6"	YML	SOCN	ANBOOK			LOCATE
Full Out	6/26/2024 10:12 AM	MSCU5082543	40'	GP	9'6"	EMC	AAAR				
Full In	6/26/2024 10:12 AM	BEAU4584656	40'	GP	9'6"	YML	AAAR	ANBOOK			LOCATE
Full Out	6/19/2024 8:44 AM	TGBU6103296	40'	GP	9'6"	YML	YTIO				
Full In	6/19/2024 8:44 AM	EGHU9592752	40'	VH	9'6"	EMC	YTIO	GK123			LOCATE
Full Out	6/19/2024 8:37 AM	TGBU2236731	20'	BU	8'6"	НММ	YTIO				
Empty In	6/19/2024 8:37 AM	FTAU1317140	20'	GP	8'6"	ONE	YTIO				5C35U1
Full Out	6/19/2024 8:30 AM	OOLU1555232	20'	GP	8'6"	OOL	YTIO				
18 records fou	nd								Records: 10 v per page	Page: 1 ✔ of	2 🄛 🕪

▼ In-Progress Moves

Moves For Currrent Date: 6/26/2024 8:12 PM Your search returned 64 record(s)

\*- Release No indicated by "(R)" Export to Excel

\*- Release No indicated by "(R)" Export to Excel

Move Type	In Time	Container Number	Container Length	Container Type	Container Height	Steamship Line	Trucking Company	BOL/Booking/Release/EDO No.	Container Comments	Yard
Full Out	6/25/2024 1:09 AM	BMOU9754135					AAAT			
Full Out	6/25/2024 1:01 AM	BMOU9754134					AAAR			
Full Out	6/25/2024 12:49 AM	BMOU9754133					AAAR			
Full In	6/25/2024 12:44 AM	BMOU9754132	40'	RE	9'6"	ONE	YTIO			
Full In	6/25/2024 12:24 AM	BMOU9754132	40'	RE	9'6"	ONE	YTIO	ANHBOOK		

### **Reports – Gate Activity: Detail Report**

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- The Detail report displays detailed container data for completed, in progress and aborted moves.
- Both container and chassis number fields display as links that allows user to be redirected to the EIR page.



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## **Reports – Gate Activity: EIR page**

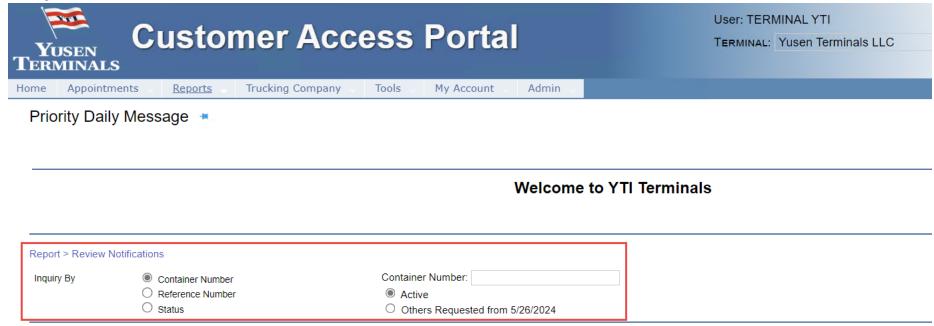
		YUS STEAMSHIP COMPANY EQUIPME	EN Terminals ENT INTERCHANGE AND INSP	PECTION REPORT				
Images are not available					1103	S NUMBER $3786$		
REMARKS - REFER TO DAMAGE BY ITE	EM NUMBER, BOTH CONTAINER AND CHASSIS							
STEAMSHIP COMPANY CMA-CGM		VESSEL GEN_CARRIER		VOYAGE	VOYAGE			
DELIVERING - RECEIVING CARRIER SOUTHERN COUNTIES EXPRESS	5	BOOKING / BILL OF LADING / RELEASE NO		CARGO DESCRIPTION	30 DESCRIPTION			
PORT OF DISCHARGE		FOR TRANSSHIPMENT TO		MOVEMENT	HAZARDOUS LABELS			
CONTAINER NUMBER APHU6254605		SEAL NUMBER	STATUS (FULL/EMPTY)	LENGTH 40'	HEIGHT 9'6"	TYPE GP		
CHASSIS NUMBER OWN		CHASSIS LENGTH AND TYPE 40' CH	BOOKED TEMP	BOOKED VENT	OVERSIZE			
TOTAL ROAD WEIGHT	TRACTOR WEIGHT	CHASSIS WEIGHT	CONTAINER GROSS	CONTAINER TARE		CARGO WEIGHT		
DRIVER INSTRUCTIONS								
	below. The trui use of said equ	ge is made subject to the terms and conditions of the current Equip toker signing below assumes full responsibility for any loss or dama, uipment while in his possession, and hereby specifically agrees to in of any deaths, injuries, liabilities, claims, suits or losses however or	ge to the equipment described herein, or property of others indemnify and hold harmless YUSEN Terminals from all lial	or injury or death to persons arising out of the				
FOR DELIVERING CARRIER: THIS EQUI DELIVERED IN GOOD CONDITION EXCE NOTED ABOVE	IPMENT WAS EPT AS	FOR RECEIVING CARRIER: THIS EQUIPMEN RECEIVED IN GOOD CONDITION EXCEPT A ABOVE	NT WAS S NOTED	DATE AND TIME 2024-06-26 10:52	GATE TRANSACTION NUMBER			

Message Log

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#### **Reports – Review Notifications**



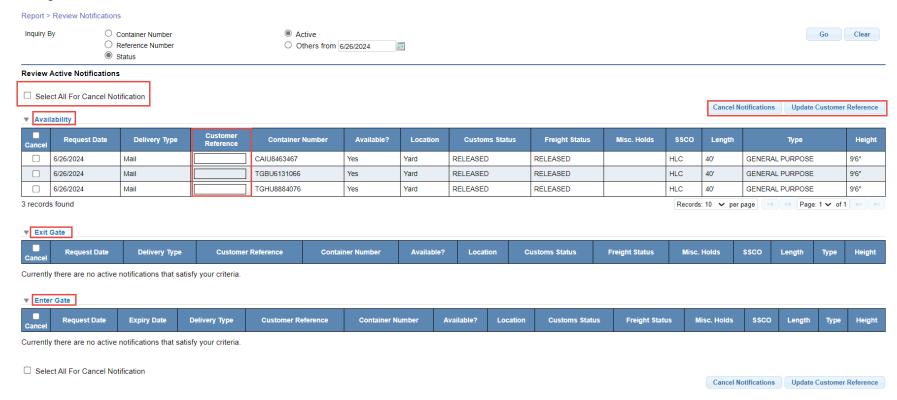
- Review Notifications is used to review all event notifications and modify/delete existing notifications.
- Users can inquire notifications by container number, a customer assigned reference number or by status.
  - Inquiry By Container Number can only be done on per single container basis.

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- Inquiry By Reference Number is based on a unique reference value created and assigned by the customer.
- Inquiry By Status is allows you to inquire on active or sent/expired notifications.

#### **Reports – Review Notifications: Active Notifications**



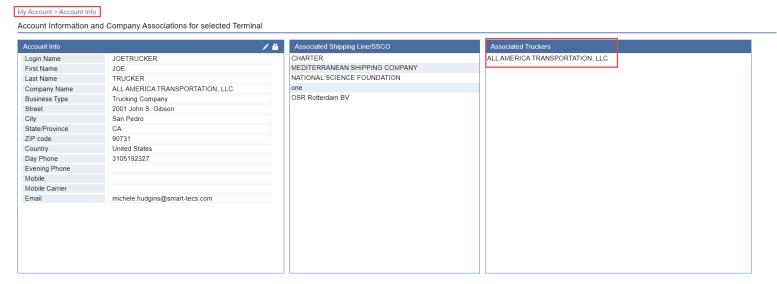
When viewing active notifications, users are able to 'Select All' or individual notifications should they wish to cancel all or individual notifications.

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Customer Reference numbers can be added or updated

#### My Account – Account Info



- My Account Info is used to view the user's account information.
- Users are allowed to edit the Account Info section (their address, phone number, email, etc.)
- However, a user's Login Name, Business Type and Associated Trucking Companies cannot be edited.

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### **My Account – User Preferences**



User Preferences is used change the number of rows displayed per page.

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#### My Account – Change Password



- Change Password page is available for users if they wish to change their password:
  - Password length must be in the range of 8 to 25 characters. It can include alphanumeric as well as special characters @#\$%\*()\_+^!&
  - Note that passwords are case-sensitive.
  - As an added security measure, every 180 days users will be required to change their password.

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## **QUESTIONS?**

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# YTI Gate Link

## **NOTES:**

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