

Yusen Terminal Appointment System

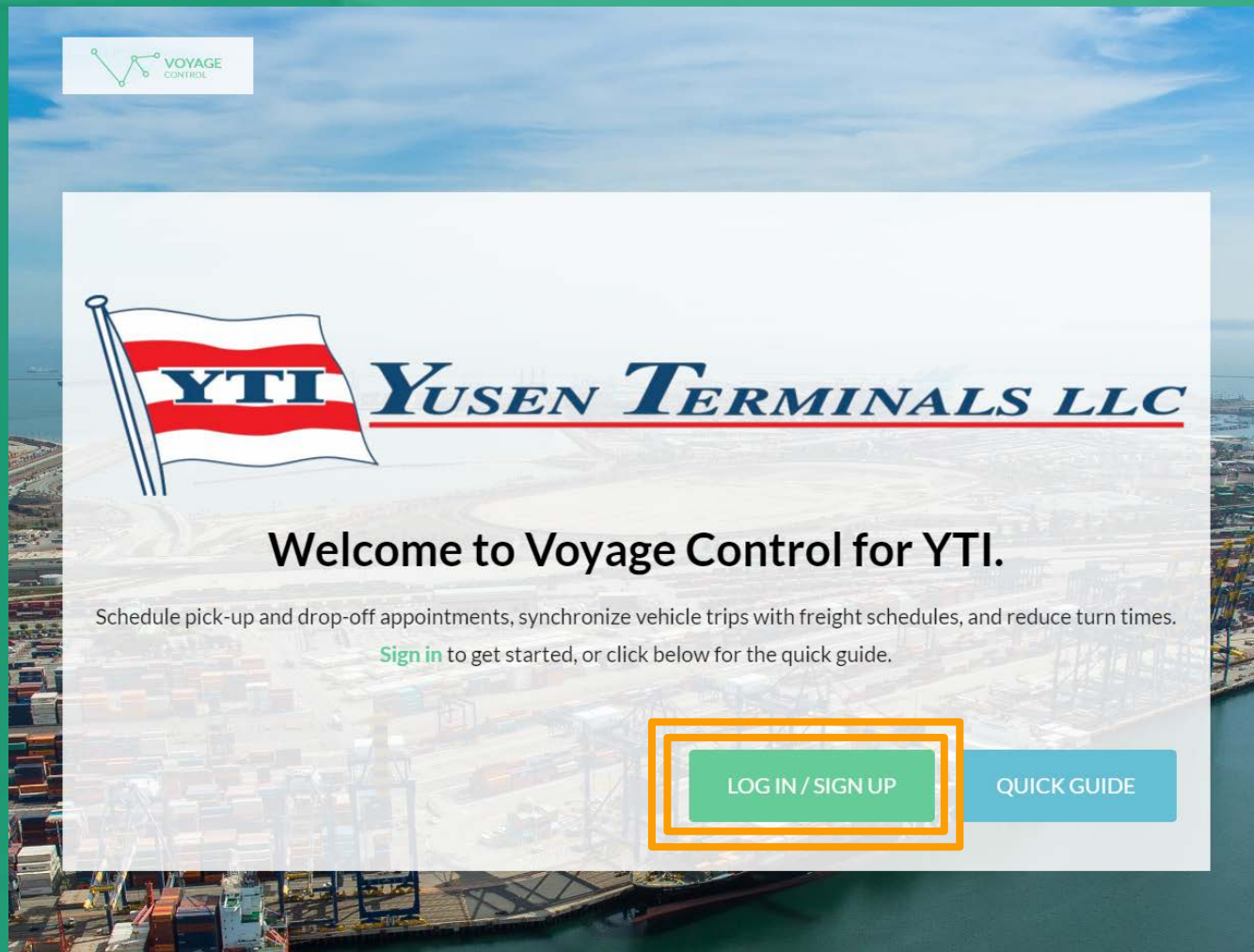
Trucking Company Guide
October 3, 2018

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- Reporting
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- Troubleshooting
- Advanced Appointments
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Signing Up

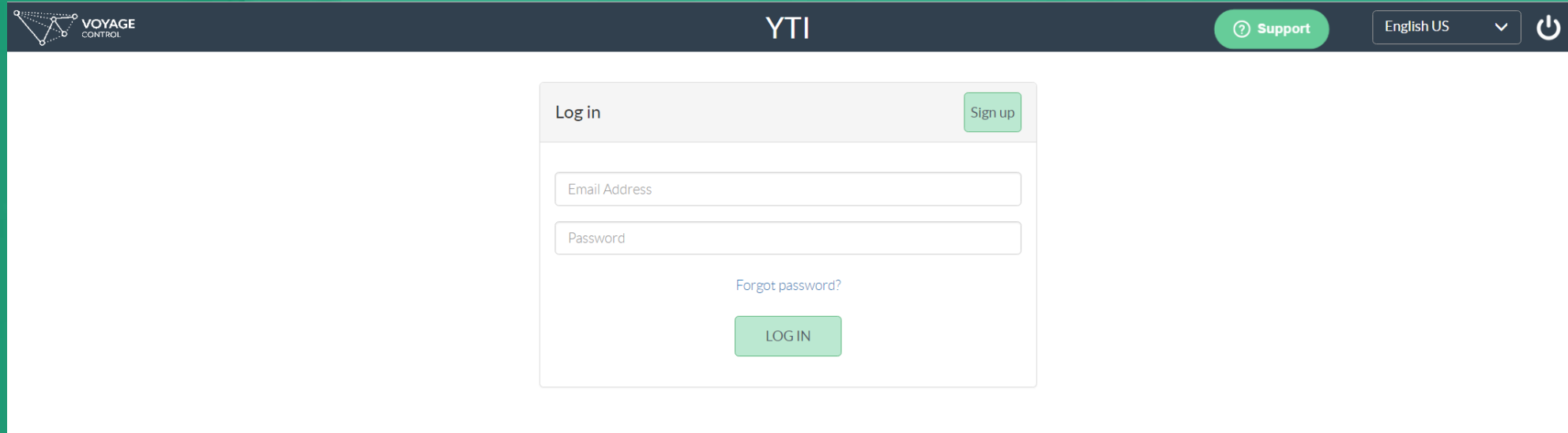
Log In / Sign Up



Go to the Yusen Terminal -
Voyage Control website
<http://voyagecontrol.com/yti>
on your web browser

Click Green LOG IN / SIGN
UP

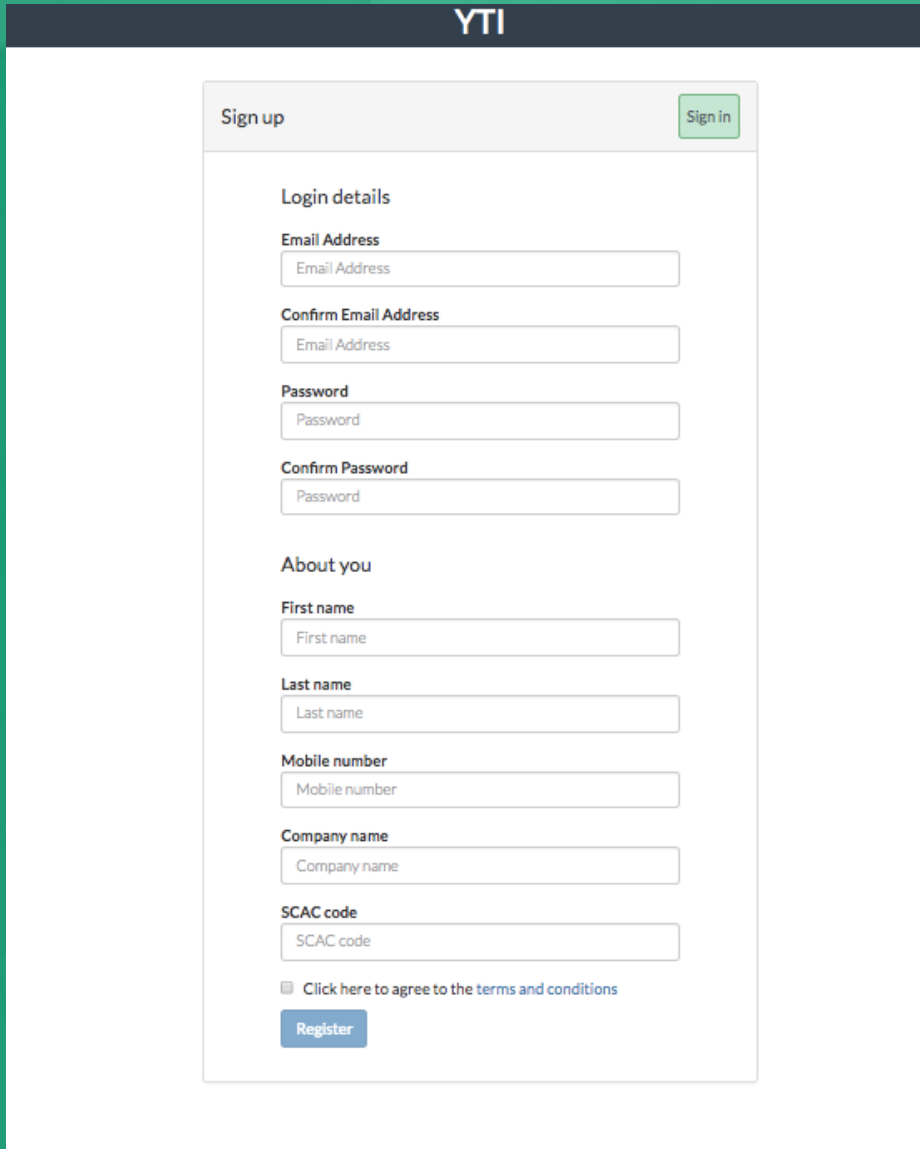
Log In / Sign Up



The screenshot shows the YTI login and sign up interface. At the top, there is a dark blue header with the VOYAGE CONTROL logo on the left, the text "YTI" in the center, and a "Support" button with a question mark icon on the right. Below the header, the main content area is white. In the center, there is a light gray box containing the login and sign up forms. The box has a "Log in" tab on the left and a "Sign up" button on the right. Inside the box, there are two input fields: "Email Address" and "Password". Below these fields is a link for "Forgot password?". At the bottom of the box is a green "LOG IN" button.

Enter the provided Email Address and Password for your company or click Sign Up to create your account

Creating An Account



The screenshot shows a web form titled "Sign up" with a "Sign in" link in the top right corner. The form is divided into two main sections: "Login details" and "About you".

Login details

- Email Address**: A text input field with placeholder text "Email Address".
- Confirm Email Address**: A text input field with placeholder text "Email Address".
- Password**: A text input field with placeholder text "Password".
- Confirm Password**: A text input field with placeholder text "Password".

About you

- First name**: A text input field with placeholder text "First name".
- Last name**: A text input field with placeholder text "Last name".
- Mobile number**: A text input field with placeholder text "Mobile number".
- Company name**: A text input field with placeholder text "Company name".
- SCAC code**: A text input field with placeholder text "SCAC code".

At the bottom of the form, there is a checkbox labeled "Click here to agree to the [terms and conditions](#)" and a blue "Register" button.

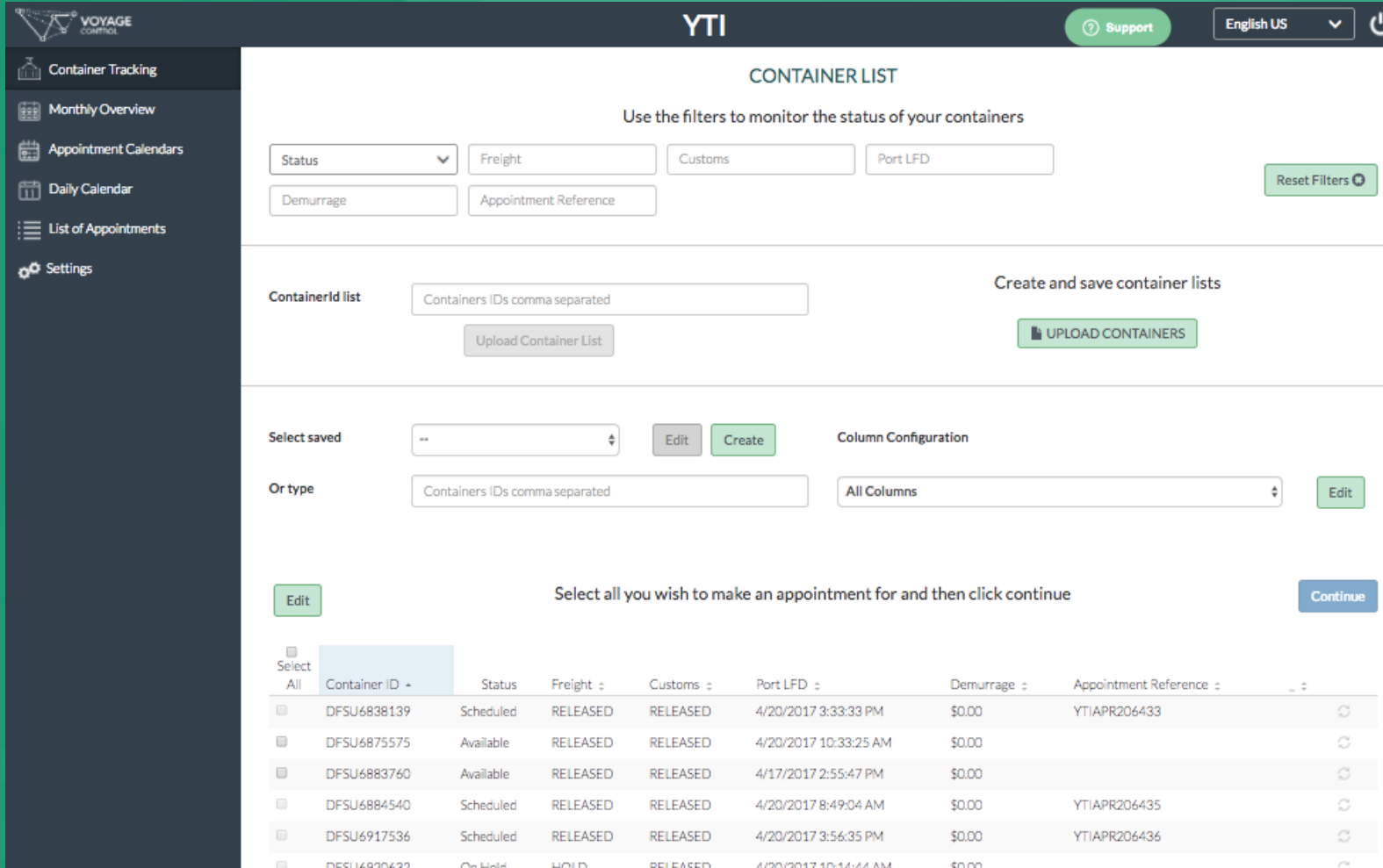
To create your account:

- Fill in your information
- It may be beneficial to use a single email for your company log in
- Be sure to note your password as you will need this for signing in the next time you make an appointment

Creating Appointments

Trucking Company Guide
18 April 2017

Container Tracking Screen



The screenshot shows the YTI Container Tracking interface. The top navigation bar includes the YTI logo, a 'Support' button, and a language dropdown set to 'English US'. The left sidebar contains navigation links: Container Tracking, Monthly Overview, Appointment Calendars, Daily Calendar, List of Appointments, and Settings.

The main content area is titled 'CONTAINER LIST' and includes a filter section with the instruction 'Use the filters to monitor the status of your containers'. The filters include: Status (dropdown), Freight (text input), Customs (text input), Port LFD (text input), Demurrage (text input), and Appointment Reference (text input). A 'Reset Filters' button is located to the right of the filters.

Below the filters, there is a section for 'ContainerId list' with a text input for 'Containers IDs comma separated' and an 'Upload Container List' button. To the right, there is a 'Create and save container lists' section with an 'UPLOAD CONTAINERS' button.

Further down, there is a 'Select saved' dropdown menu with a double arrow icon, an 'Edit' button, and a 'Create' button. Below this is an 'Or type' section with a text input for 'Containers IDs comma separated' and a 'Column Configuration' dropdown menu set to 'All Columns' with an 'Edit' button.

At the bottom, there is a table of container data. Above the table, there is an 'Edit' button and a 'Continue' button. The table has columns: Select, Container ID, Status, Freight, Customs, Port LFD, Demurrage, Appointment Reference, and a refresh icon. The data rows are as follows:

Select	Container ID	Status	Freight	Customs	Port LFD	Demurrage	Appointment Reference	
<input type="checkbox"/>	DFSU6838139	Scheduled	RELEASED	RELEASED	4/20/2017 3:33:33 PM	\$0.00	YTIAPR206433	
<input type="checkbox"/>	DFSU6875575	Available	RELEASED	RELEASED	4/20/2017 10:33:25 AM	\$0.00		
<input type="checkbox"/>	DFSU6883760	Available	RELEASED	RELEASED	4/17/2017 2:55:47 PM	\$0.00		
<input type="checkbox"/>	DFSU6884540	Scheduled	RELEASED	RELEASED	4/20/2017 8:49:04 AM	\$0.00	YTIAPR206435	
<input type="checkbox"/>	DFSU6917536	Scheduled	RELEASED	RELEASED	4/20/2017 3:56:35 PM	\$0.00	YTIAPR206436	
<input type="checkbox"/>	DFSU6920632	On Hold	HOLD	RELEASED	4/20/2017 10:14:44 AM	\$0.00		

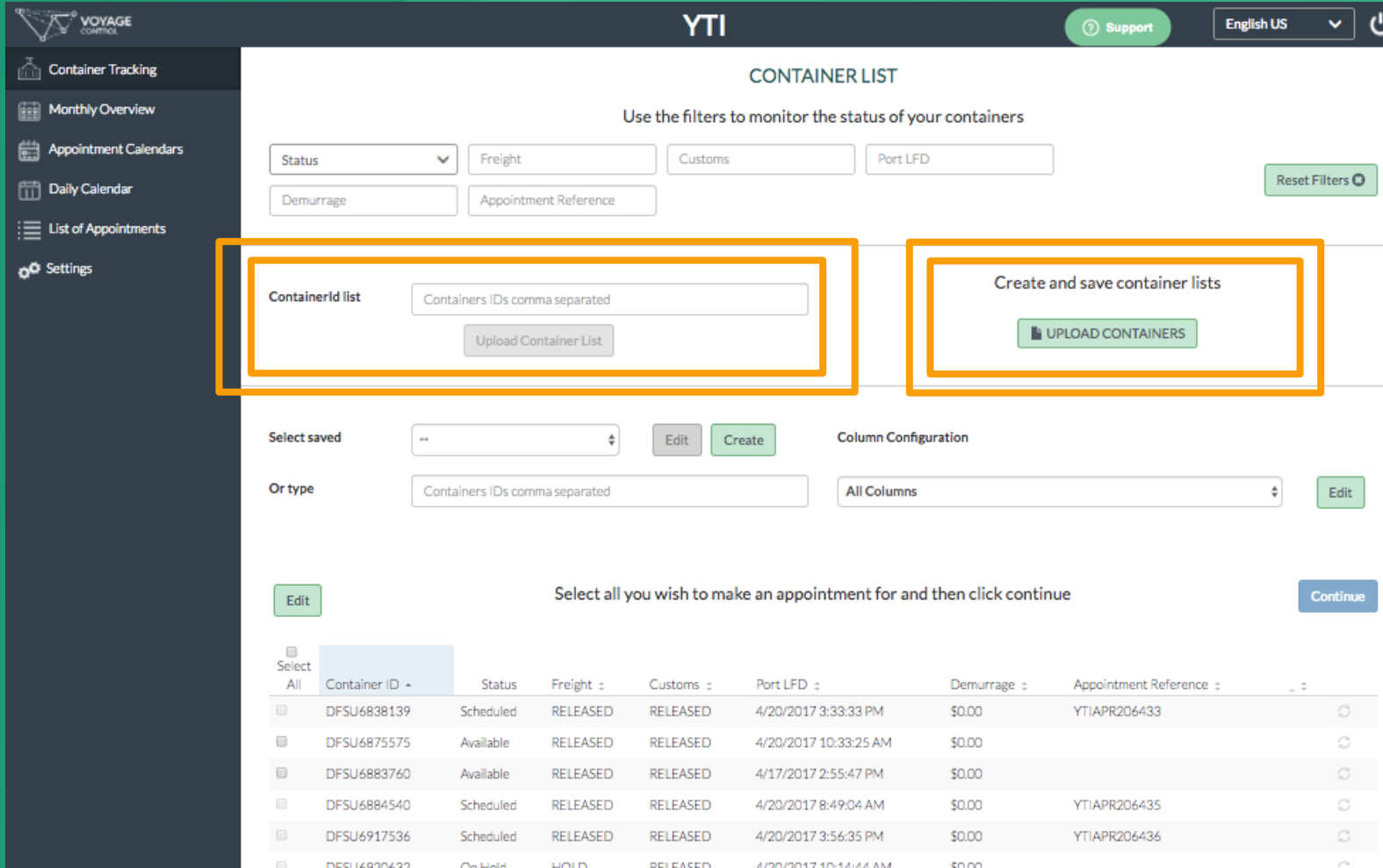
This is the main screen for Trucking Companies wishing to make appointments

After containers are uploaded, they can be saved in specified lists (i.e. by BCO or specific clerks assigned to a group of containers)

They can also be filtered using the options along the top of the screen (i.e. LFD)

After container(s) are selected, appointments will be made by clicking "Continue" in blue

Container Tracking Screen – Uploading Containers



CONTAINER LIST

Use the filters to monitor the status of your containers

Status Freight Customs Port LFD Demurrage Appointment Reference

Reset Filters

ContainerId list Containers IDs comma separated

Upload Container List

Create and save container lists

UPLOAD CONTAINERS

Select saved -- Edit Create

Or type Containers IDs comma separated

Column Configuration All Columns Edit

Select all you wish to make an appointment for and then click continue

Continue

Select	Container ID	Status	Freight	Customs	Port LFD	Demurrage	Appointment Reference
<input type="checkbox"/>	DFSU6838139	Scheduled	RELEASED	RELEASED	4/20/2017 3:33:33 PM	\$0.00	YTIAPR206433
<input type="checkbox"/>	DFSU6875575	Available	RELEASED	RELEASED	4/20/2017 10:33:25 AM	\$0.00	
<input type="checkbox"/>	DFSU6883760	Available	RELEASED	RELEASED	4/17/2017 2:55:47 PM	\$0.00	
<input type="checkbox"/>	DFSU6884540	Scheduled	RELEASED	RELEASED	4/20/2017 8:49:04 AM	\$0.00	YTIAPR206435
<input type="checkbox"/>	DFSU6917536	Scheduled	RELEASED	RELEASED	4/20/2017 3:56:35 PM	\$0.00	YTIAPR206436
<input type="checkbox"/>	DFSU6920632	On Hold	HOLD	RELEASED	4/20/2017 10:14:44 AM	\$0.00	

There are two ways to upload containers into the system:

- You can upload one/ a few containers via the box on the left, with a space between the individual containers. Click on the upload containers button once you have added the container numbers in
- You can upload a list (csv format only) via the box on the right

You can upload containers with a space and a dash – these will be automatically stripped out

Making An Appointment – Container List Formatting

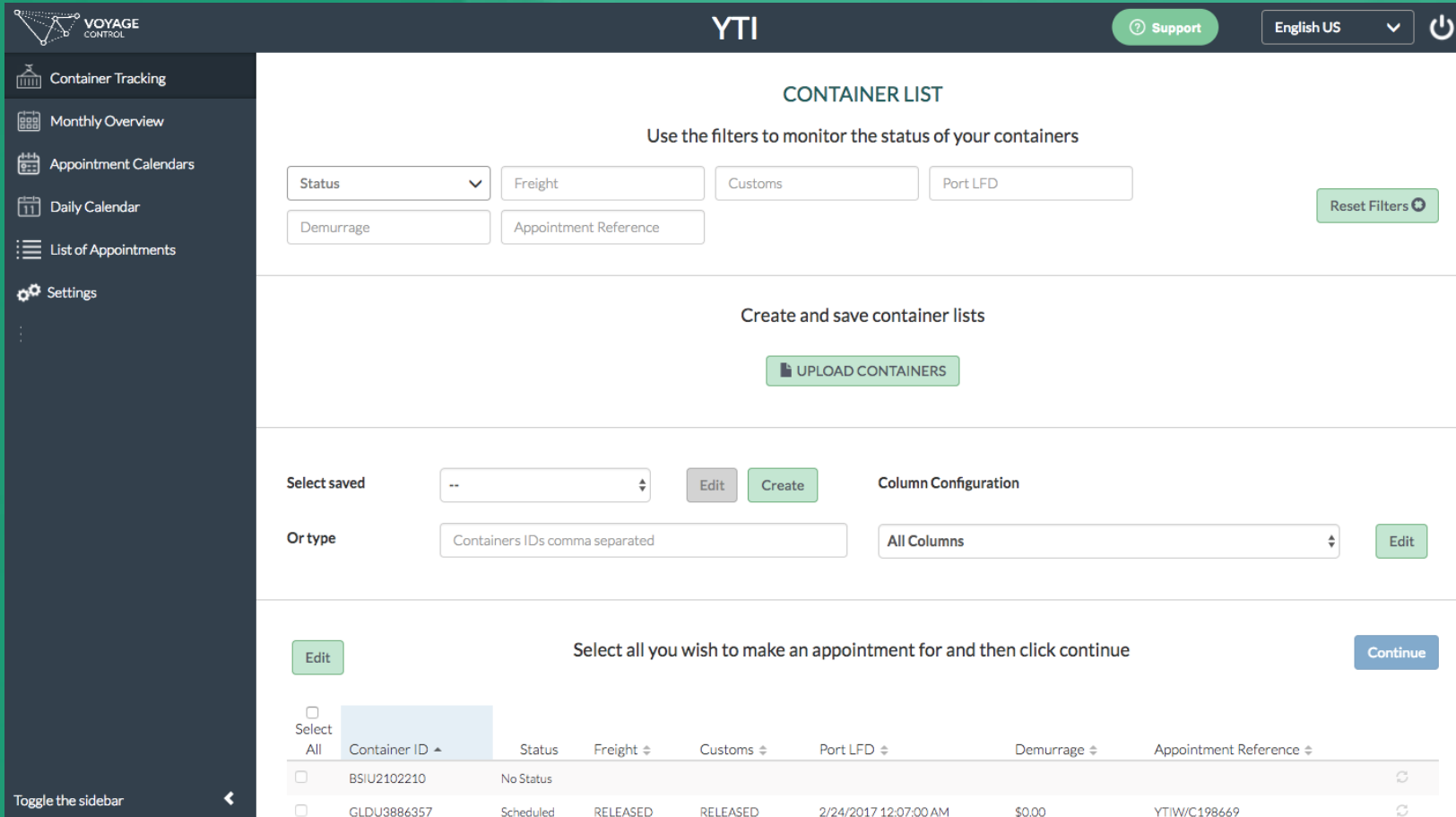
Container ID						
	A	B	C	D	E	F
1	Container ID					
2	BSIU2102210					
3	GLDU3886357					
4	HLXU1215073					
5	OOLU7727724					
6						
7						
8						

Please Note:

Container lists must be saved as a file in CSV format (.csv) ONLY if using the "Upload Containers" Function

Row 1 on the CSV file will need to be column headings (i.e. Container I.D.) or left blank

Container Tracking Screen - Editing Your List



YTI [Support](#) English US ⌵ ⏻

Container Tracking

- Monthly Overview
- Appointment Calendars
- Daily Calendar
- List of Appointments
- Settings

CONTAINER LIST

Use the filters to monitor the status of your containers

Status ⌵ Freight Customs Port LFD Demurrage Appointment Reference [Reset Filters](#)

Create and save container lists

[UPLOAD CONTAINERS](#)

Select saved -- ⌵ [Edit](#) [Create](#) Column Configuration

Or type Containers IDs comma separated All Columns ⌵ [Edit](#)

[Edit](#) Select all you wish to make an appointment for and then click continue [Continue](#)

Select	Container ID	Status	Freight	Customs	Port LFD	Demurrage	Appointment Reference
<input type="checkbox"/>	BSIU2102210	No Status					
<input type="checkbox"/>	GLDU3886357	Scheduled	RELEASED	RELEASED	2/24/2017 12:07:00 AM	\$0.00	YTIW/C198669

Toggle the sidebar

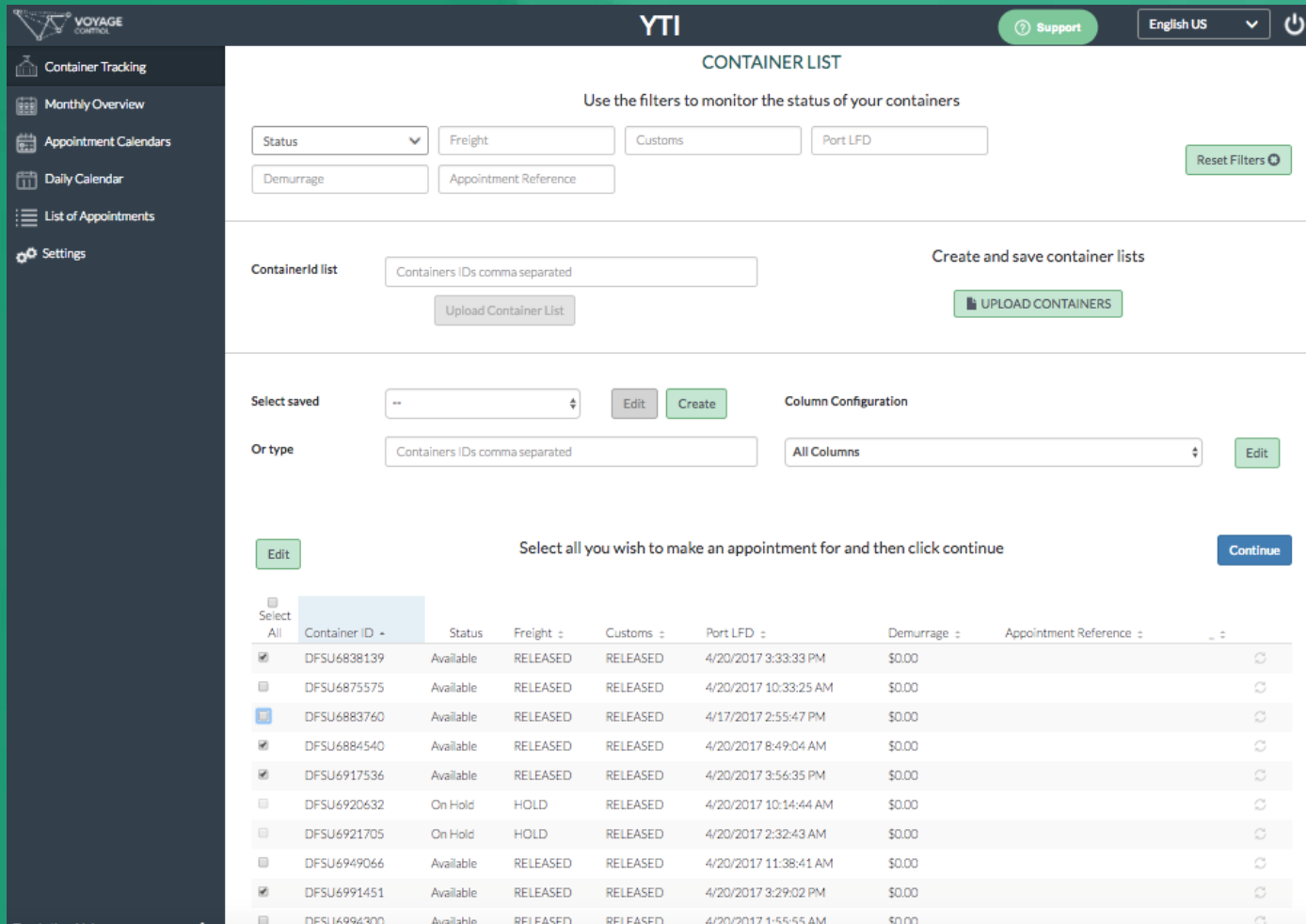
If you wish to do so, you can delete containers that you no longer want visible on this screen

To do so;

Click the green "Edit" button directly above the container list

Click "Select All" or select the containers that you wish to remove and then "Delete"

Creating Appointments



YTI Support English US

CONTAINER LIST

Use the filters to monitor the status of your containers

Select all you wish to make an appointment for and then click continue

Select	Container ID	Status	Freight	Customs	Port LFD	Demurrage	Appointment Reference	
<input checked="" type="checkbox"/>	DFSU6838139	Available	RELEASED	RELEASED	4/20/2017 3:33:33 PM	\$0.00		
<input type="checkbox"/>	DFSU6875575	Available	RELEASED	RELEASED	4/20/2017 10:33:25 AM	\$0.00		
<input checked="" type="checkbox"/>	DFSU6883760	Available	RELEASED	RELEASED	4/17/2017 2:55:47 PM	\$0.00		
<input checked="" type="checkbox"/>	DFSU6884540	Available	RELEASED	RELEASED	4/20/2017 8:49:04 AM	\$0.00		
<input checked="" type="checkbox"/>	DFSU6917536	Available	RELEASED	RELEASED	4/20/2017 3:56:35 PM	\$0.00		
<input type="checkbox"/>	DFSU6920632	On Hold	HOLD	RELEASED	4/20/2017 10:14:44 AM	\$0.00		
<input type="checkbox"/>	DFSU6921705	On Hold	HOLD	RELEASED	4/20/2017 2:32:43 AM	\$0.00		
<input type="checkbox"/>	DFSU6949066	Available	RELEASED	RELEASED	4/20/2017 11:38:41 AM	\$0.00		
<input checked="" type="checkbox"/>	DFSU6991451	Available	RELEASED	RELEASED	4/20/2017 3:29:02 PM	\$0.00		
<input type="checkbox"/>	DFSU6994300	Available	RELEASED	RELEASED	4/20/2017 1:55:55 AM	\$0.00		

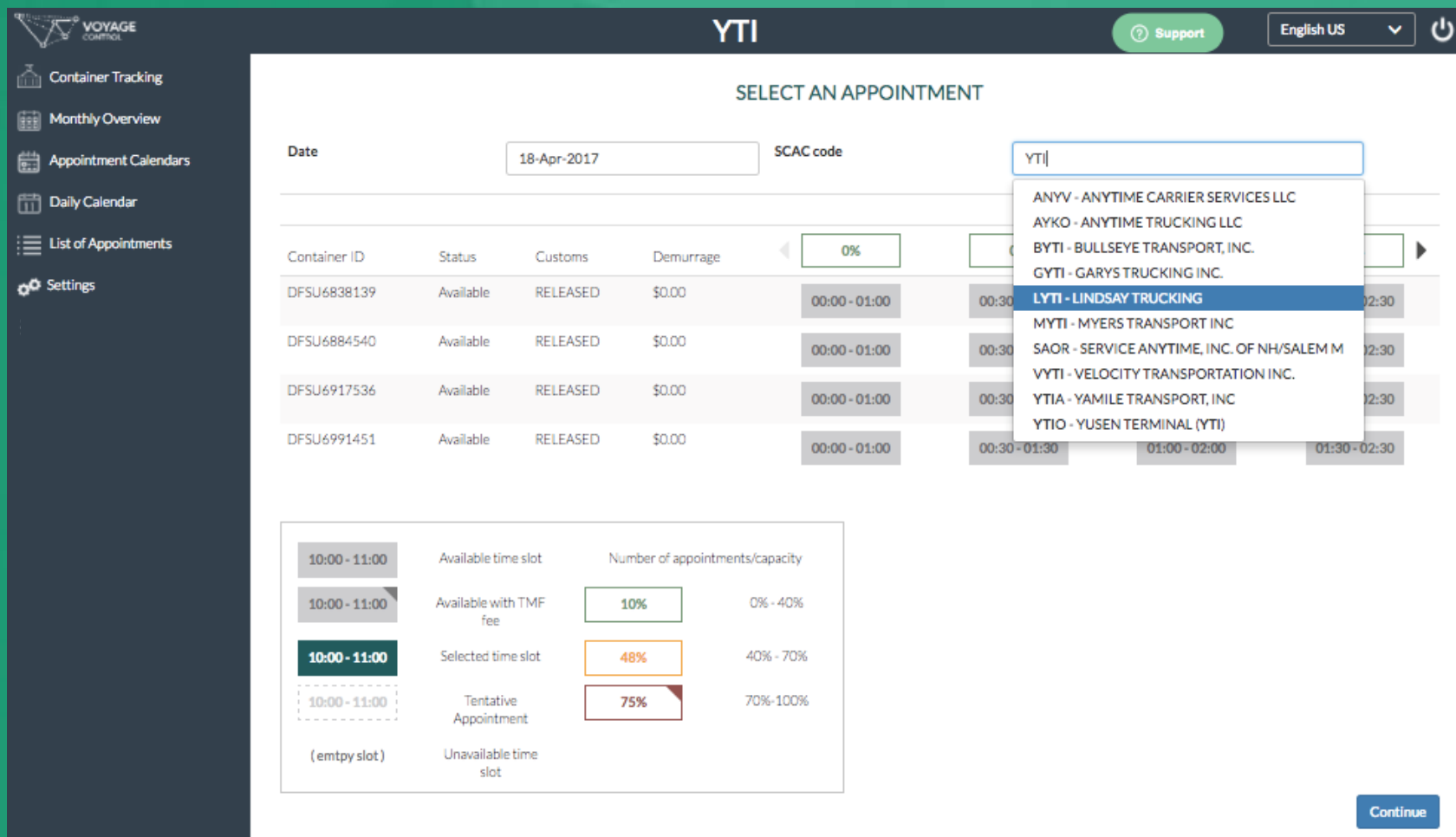
Your Container List should be visible on your screen

You can sort this list by any of the column headings, including; Container ID, Status, etc.

You may choose multiple containers by selecting them one by one or by using the "select all" function on the top left of the Container List

Click the blue "Continue" button

Creating Multiple Appointments



SELECT AN APPOINTMENT

Date: 18-Apr-2017 SCAC code: YTI

Container ID	Status	Customs	Demurrage	0%	00:00 - 01:00	00:30 - 01:00	01:00 - 02:00	01:30 - 02:30
DFSU6838139	Available	RELEASED	\$0.00	0%	00:00 - 01:00	00:30 - 01:00	01:00 - 02:00	01:30 - 02:30
DFSU6884540	Available	RELEASED	\$0.00	0%	00:00 - 01:00	00:30 - 01:00	01:00 - 02:00	01:30 - 02:30
DFSU6917536	Available	RELEASED	\$0.00	0%	00:00 - 01:00	00:30 - 01:00	01:00 - 02:00	01:30 - 02:30
DFSU6991451	Available	RELEASED	\$0.00	0%	00:00 - 01:00	00:30 - 01:30	01:00 - 02:00	01:30 - 02:30

SCAC code dropdown options:

- ANYV - ANYTIME CARRIER SERVICES LLC
- AYKO - ANYTIME TRUCKING LLC
- BYTI - BULLSEYE TRANSPORT, INC.
- CYTI - GARYS TRUCKING INC.
- LYTI - LINDSAY TRUCKING**
- MYTI - MYERS TRANSPORT INC
- SAOR - SERVICE ANYTIME, INC. OF NH/SALEM M
- VYTI - VELOCITY TRANSPORTATION INC.
- YTIA - YAMILE TRANSPORT, INC
- YTIO - YUSEN TERMINAL (YTI)

Time slot selection options:


Time Slot	Available time slot	Number of appointments/capacity
10:00 - 11:00	Available with TMF fee	10% (0% - 40%)
10:00 - 11:00	Selected time slot	48% (40% - 70%)
10:00 - 11:00	Tentative Appointment	75% (70% - 100%)
(empty slot)	Unavailable time slot	

Continue

On the top of your Appointment Screen, you will need to first select a date and enter or check that the SCAC code is present and correct

You may then select a time for each of the visible containers

Creating Multiple Appointments



- Container Tracking
- Monthly Overview
- Appointment Calendars
- Daily Calendar
- List of Appointments
- Settings

YTI

Support

English US

SELECT AN APPOINTMENT

Date

18-Apr-2017

SCAC code

YTI

Container ID	Status	Customs	Demurrage	Time Slots			
				38%	13%	0%	0%
DFSU6838139	Available	RELEASED	\$0.00	13:30 - 14:30	14:00 - 15:00	14:30 - 15:30	15:00 - 16:00
DFSU6884540	Available	RELEASED	\$0.00	13:30 - 14:30	14:00 - 15:00	14:30 - 15:30	15:00 - 16:00
DFSU6917536	Available	RELEASED	\$0.00	13:30 - 14:30	14:00 - 15:00	14:30 - 15:30	15:00 - 16:00
DFSU6991451	Available	RELEASED	\$0.00	13:30 - 14:30	14:00 - 15:00	14:30 - 15:30	15:00 - 16:00

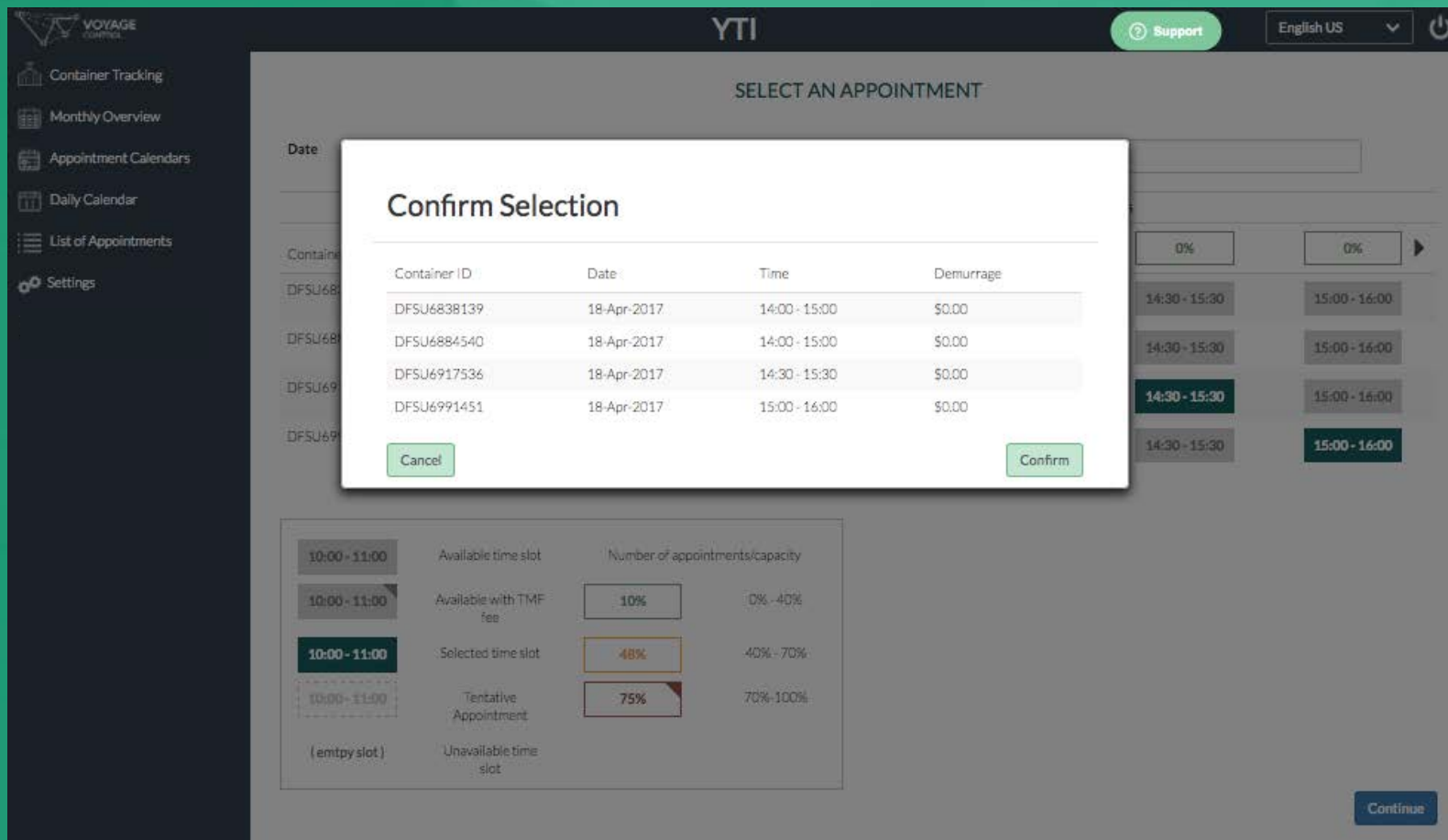
10:00 - 11:00	Available time slot	Number of appointments/capacity	
10:00 - 11:00	Available with TMF fee	10%	0% - 40%
10:00 - 11:00	Selected time slot	48%	40% - 70%
10:00 - 11:00	Tentative Appointment	75%	70% - 100%
(empty slot)	Unavailable time slot		

Continue

You may then select a time for each of the visible containers

Please note that the percentage and coordinating color (green, yellow, red) show the percentage of appointments already filled

Confirming Appointments



The screenshot shows the VOYAGE CONTROL YTI interface. The top navigation bar includes the VOYAGE CONTROL logo, a 'Support' button, and a language dropdown set to 'English US'. The left sidebar contains navigation options: Container Tracking, Monthly Overview, Appointment Calendars, Daily Calendar, List of Appointments, and Settings. The main area is titled 'SELECT AN APPOINTMENT' and displays a table of appointments. A 'Confirm Selection' modal is open, showing a table with the following data:

Container ID	Date	Time	Demurrage
DFSU6838139	18-Apr-2017	14:00 - 15:00	\$0.00
DFSU6884540	18-Apr-2017	14:00 - 15:00	\$0.00
DFSU6917536	18-Apr-2017	14:30 - 15:30	\$0.00
DFSU6991451	18-Apr-2017	15:00 - 16:00	\$0.00

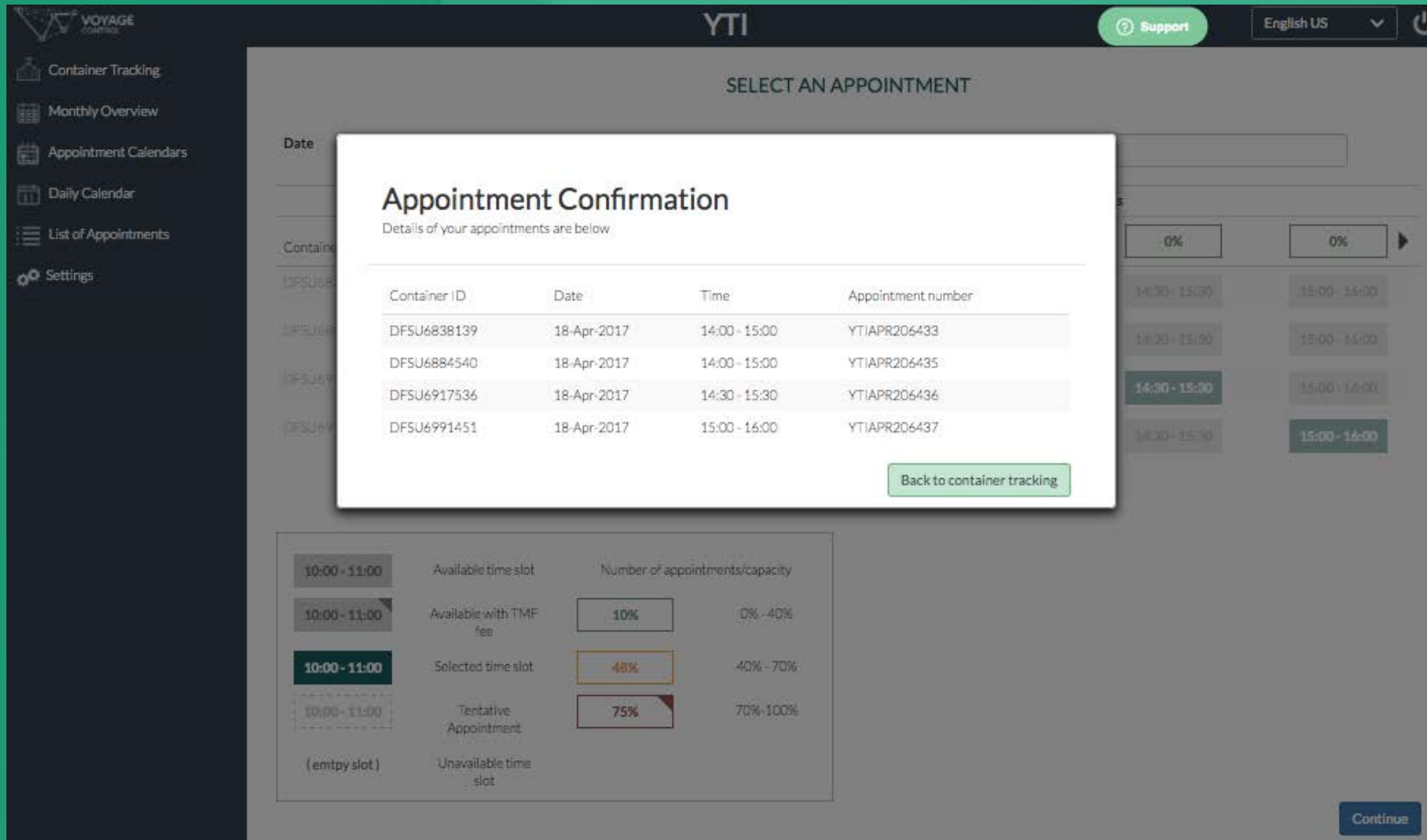
The modal includes 'Cancel' and 'Confirm' buttons. In the background, the 'SELECT AN APPOINTMENT' screen shows a table of available time slots with their respective capacities:

Time Slot	Available	Available with TMF fee	Selected	Tentative Appointment	Unavailable
10:00 - 11:00	Available time slot	10%	48%	75%	

Review your appointments and time slots

Confirm your selection by pressing "confirm" on the bottom right hand side

Appointment Confirmation



The screenshot shows the YTI Voyage Control interface. A modal titled "Appointment Confirmation" is displayed, showing details of appointments. The modal includes a table with the following data:

Container ID	Date	Time	Appointment number
DFSU6838139	18-Apr-2017	14:00 - 15:00	YTIAPR206433
DFSU6884540	18-Apr-2017	14:00 - 15:00	YTIAPR206435
DFSU6917536	18-Apr-2017	14:30 - 15:30	YTIAPR206436
DFSU6991451	18-Apr-2017	15:00 - 16:00	YTIAPR206437

Below the table is a button labeled "Back to container tracking". The background interface shows a "SELECT AN APPOINTMENT" screen with a calendar and a table of available time slots.

Available time slot	Number of appointments/capacity
10:00 - 11:00	10%
10:00 - 11:00	48%
10:00 - 11:00	75%
(empty slot)	

An Appointment Confirmation will appear showing Container ID, appointment date and time as well as the appointment reference

Please note that this screen is able to be copy & paste for your convenience

Moving Appointments

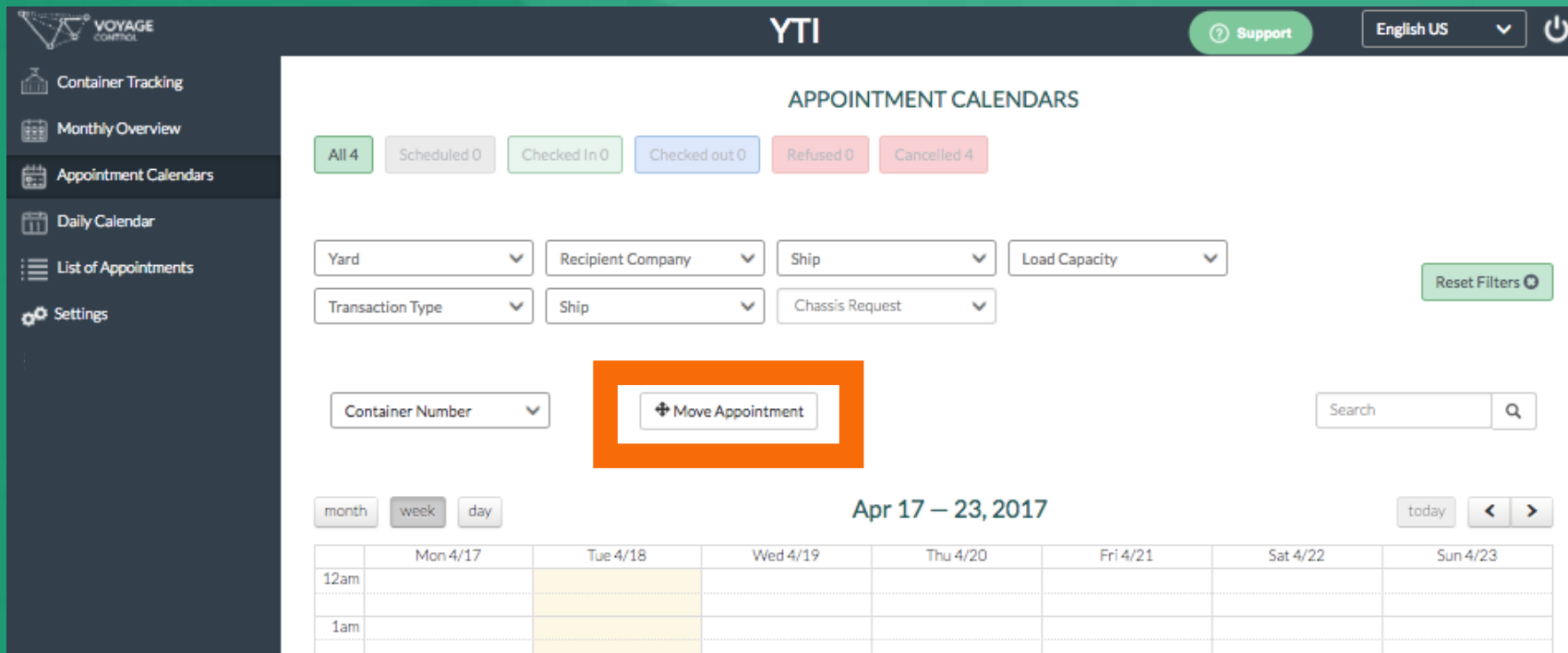
In the event you need to move your appointment to a later time, you can do so in the Appointment Calendar screen

Click the “Move Appointment” button located to the right of the container drop-down button

Select the appointment with the associated container number that you would like to move

The blue highlighted areas represent the available appointment time slots

Choose the new desired time slot



YTI

Support English US

APPOINTMENT CALENDARS

All 4 Scheduled 0 Checked In 0 Checked out 0 Refused 0 Cancelled 4

Yard Recipient Company Ship Load Capacity

Transaction Type Ship Chassis Request

Reset Filters

Container Number

Move Appointment

Search

month week day

Apr 17 – 23, 2017

today < >

	Mon 4/17	Tue 4/18	Wed 4/19	Thu 4/20	Fri 4/21	Sat 4/22	Sun 4/23
12am							
1am							

Reporting

Trucking Company Guide
18 April 2017

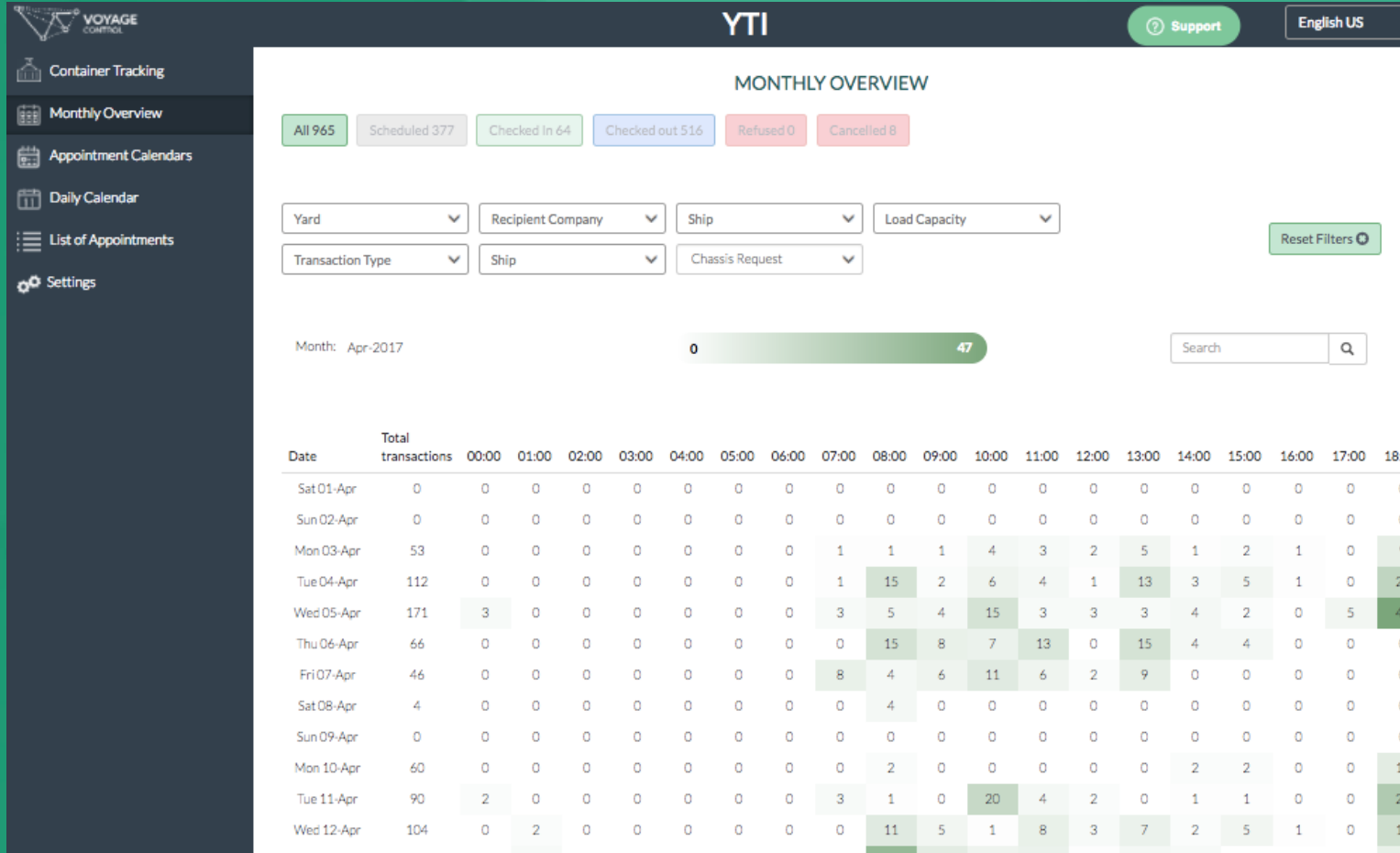
Monthly Overview

Each block represents an hour during a day of the week

The shade of the block represents the number of appointments as shown in the key below ranging from white (0 appointments) to dark green (12 appointments)

This includes all appointments unless a filter is selected at the top of the screen (Green = All, Grey = Scheduled, Blue = Checked Out, Red = Refused and Cancelled)

These are also able to be filtered by the container location (Area and Yard), Transaction Type Recipient Company, Ship and Load Capacity





VOYAGE
CONTROL

Appointment Calendar

There are two Calendars available to view, Weekly (Mon.-Sun.) and Daily (00:00 – 23:00)

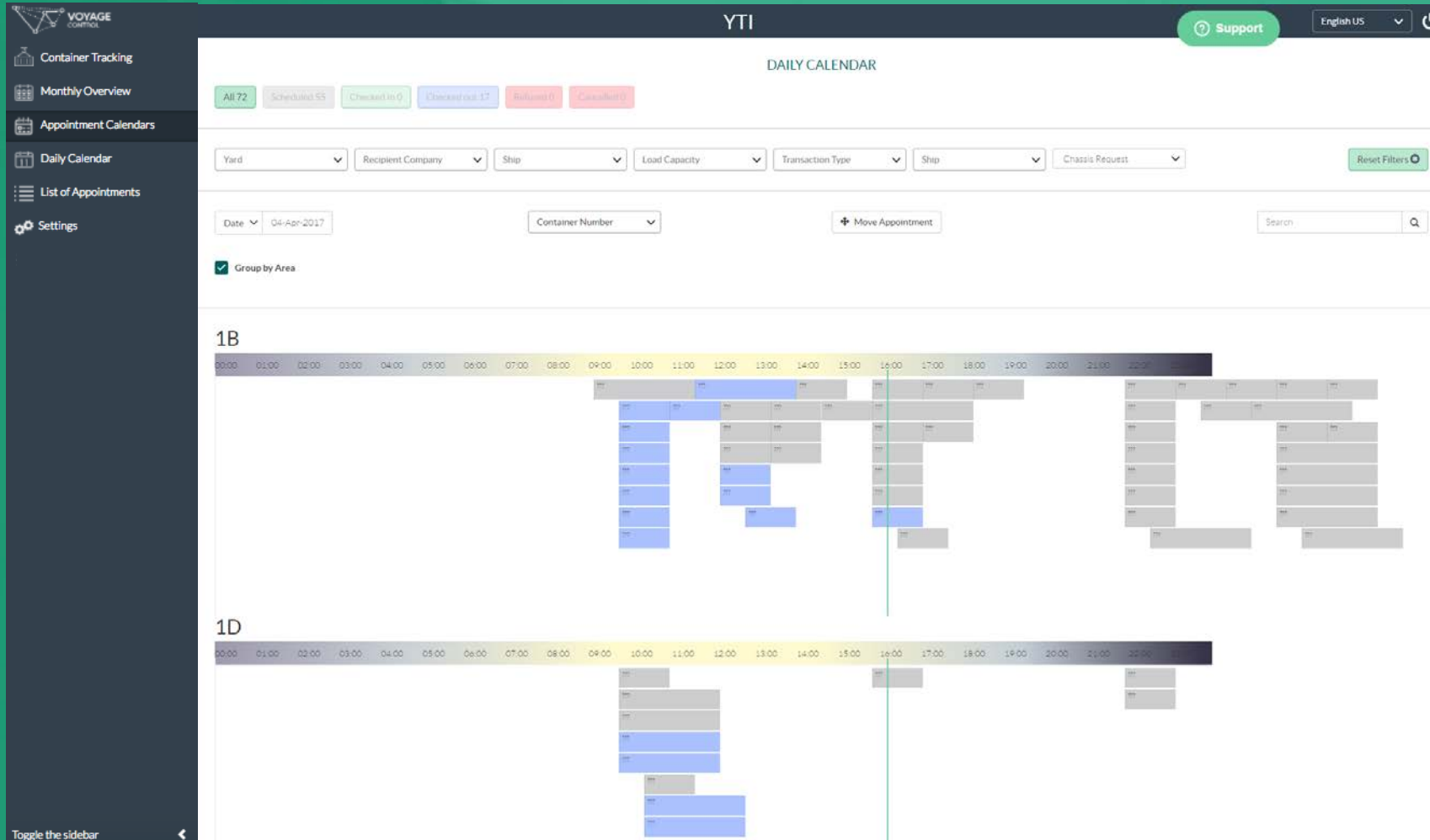
The ability to move appointments is available on these screens

The filters mentioned are also available on these screens

Each color is coordinated to the status of the appointment (Scheduled, Checked In, Refused, Canceled)

(Shown is the Weekly Calendar View)

Daily Calendar



The Daily Calendar shows the hour along with the appointment block. These can be filtered by Recipient Company as well as the other filters mentioned above. Move appointments is also an option

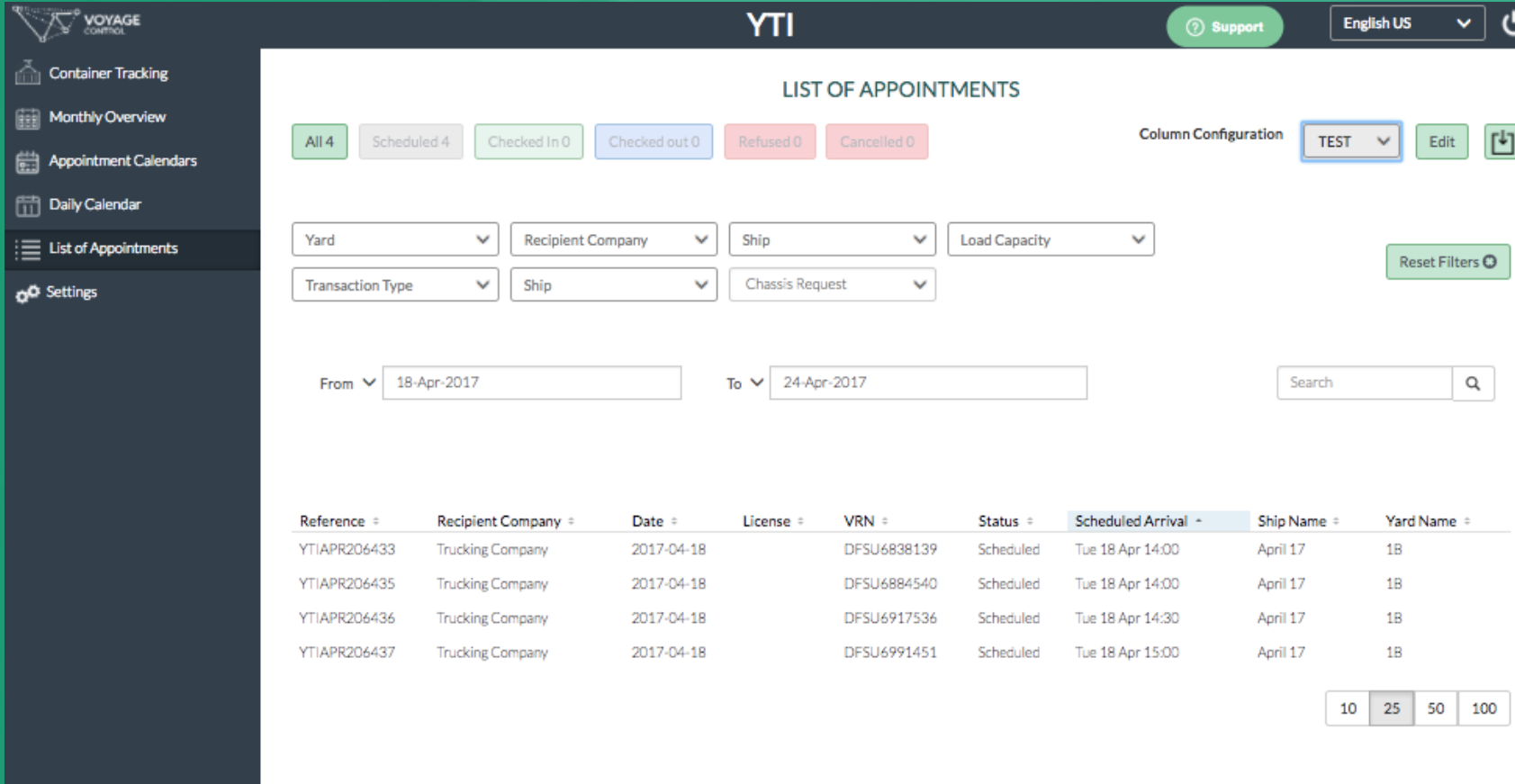
The green line on the Daily Calendar Screen denotes the current time along the horizontal axis

The color of the block tells what the status of the appointment is

This screen is also able to be organized by the area in which the container and appointment is related (I.E. Yard block – 1B). This is done by selecting "Group By Area"

List of Appointments

The main purpose for this screen is to view a comprehensive list of all appointments



Reference	Recipient Company	Date	License	VRN	Status	Scheduled Arrival	Ship Name	Yard Name
YTIAPR206433	Trucking Company	2017-04-18		DFSU6838139	Scheduled	Tue 18 Apr 14:00	April 17	18
YTIAPR206435	Trucking Company	2017-04-18		DFSU6884540	Scheduled	Tue 18 Apr 14:00	April 17	18
YTIAPR206436	Trucking Company	2017-04-18		DFSU6917536	Scheduled	Tue 18 Apr 14:30	April 17	18
YTIAPR206437	Trucking Company	2017-04-18		DFSU6991451	Scheduled	Tue 18 Apr 15:00	April 17	18

There is also an option to change the view by adding or removing specific columns. This is done through the Column Configuration option, shown below in orange

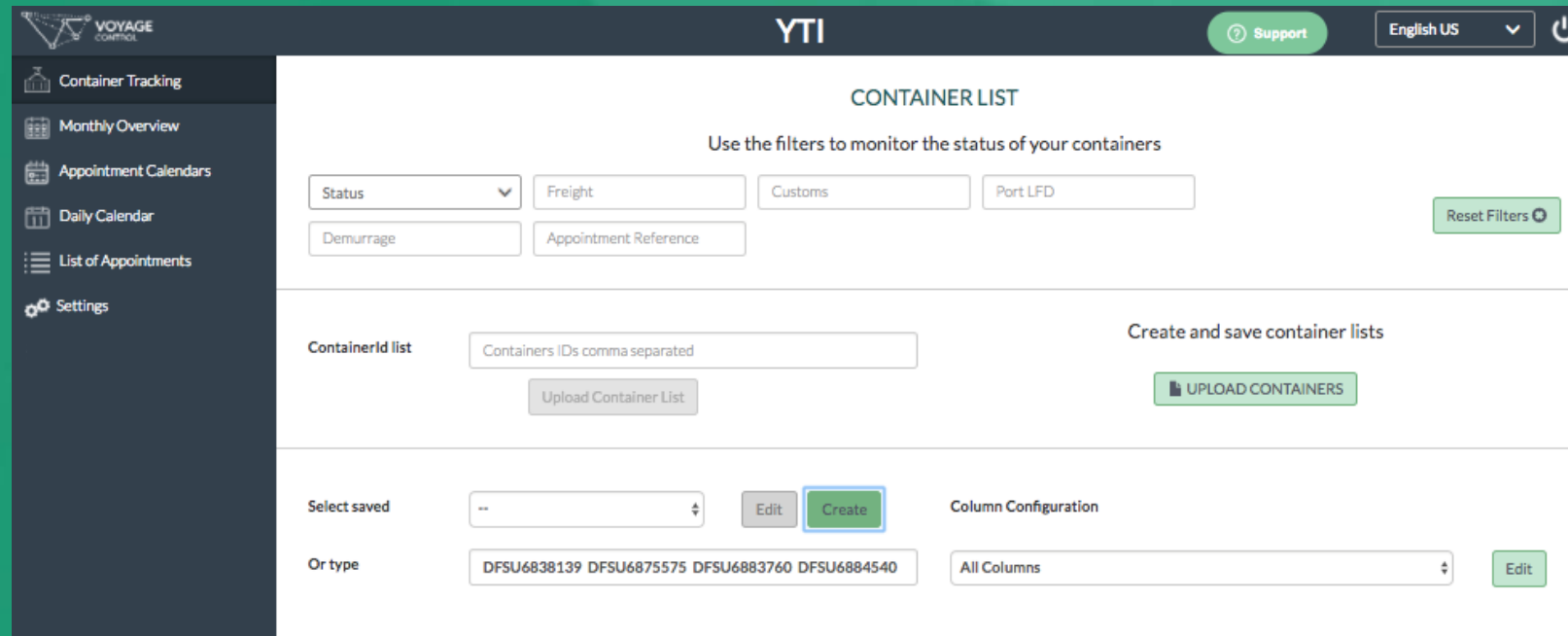
Users also have the option to download the shown list into an excel file using the button immediately to the right of the column configuration



Configuring Your Views

Trucking Company Guide
18 April 2017

Saved Container Lists



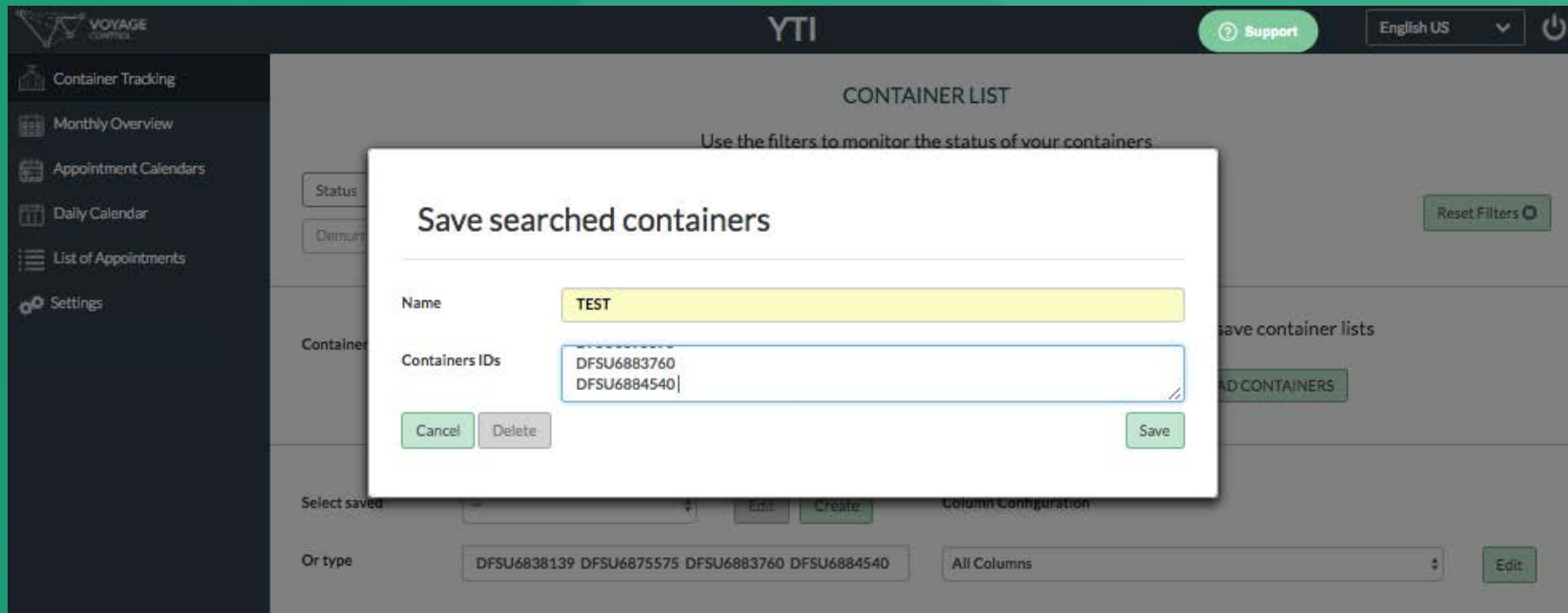
The screenshot shows the YTI Container List interface. The top navigation bar includes the VOYAGE CONTROL logo, the YTI title, a Support button, and a language dropdown set to English US. The left sidebar contains links for Container Tracking, Monthly Overview, Appointment Calendars, Daily Calendar, List of Appointments, and Settings. The main content area is titled 'CONTAINER LIST' and includes a subtitle 'Use the filters to monitor the status of your containers'. Below this are filter input fields for Status, Freight, Customs, Port LFD, Demurrage, and Appointment Reference, along with a Reset Filters button. The 'ContainerId list' section features a text input for 'Containers IDs comma separated' and an 'Upload Container List' button. To the right, there is a section for 'Create and save container lists' with an 'UPLOAD CONTAINERS' button. At the bottom, the 'Select saved' dropdown is set to '--', and the 'Create' button is highlighted with a green border. The 'Or type' section contains a text input with the container IDs 'DFSU6838139 DFSU6875575 DFSU6883760 DFSU6884540' and a 'Column Configuration' dropdown set to 'All Columns'.

After Containers have been uploaded, you can create saved lists to view later

This is done by typing in container IDs and selecting the green "Create" button

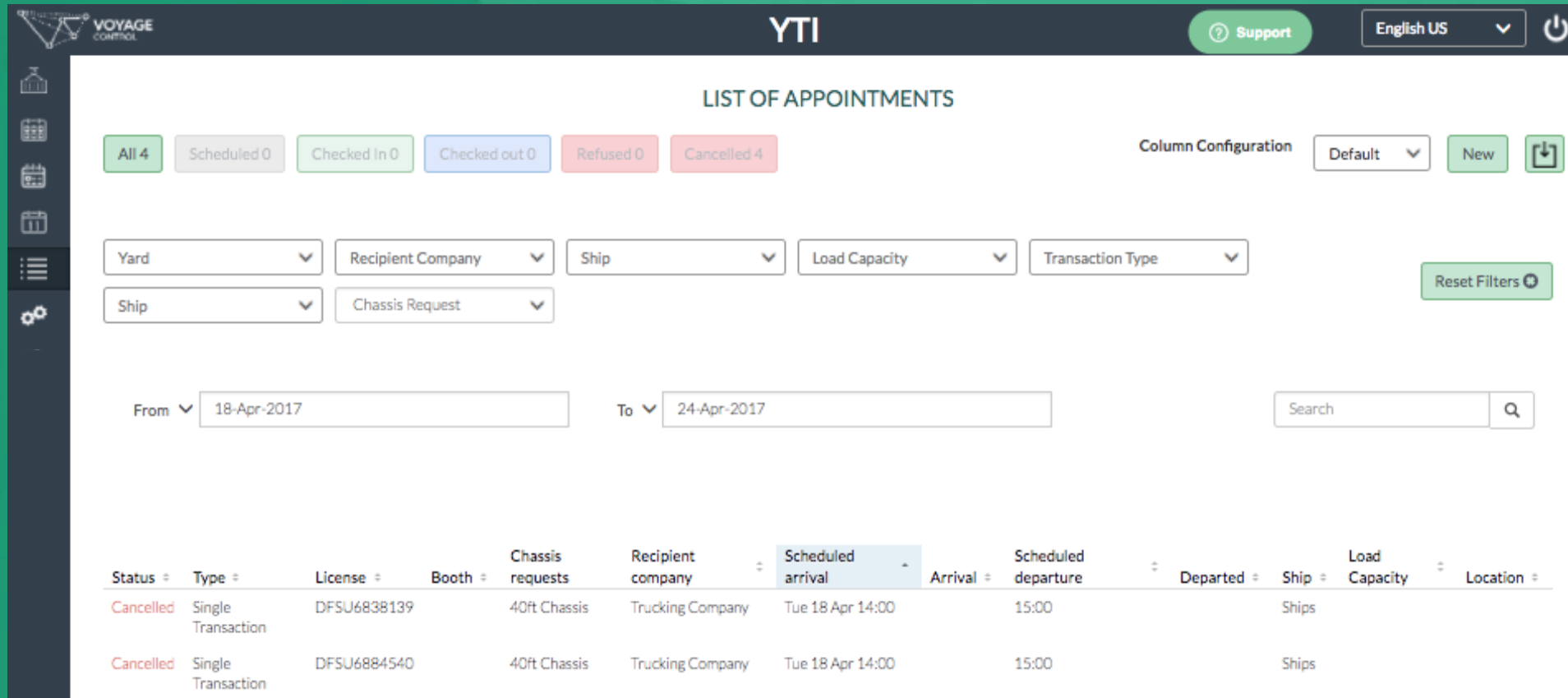
These can be saved as lists by BCO, specific groups or deliveries

Saved Container Lists



Click the green "Save" button at the bottom right corner to save your

Column Configuration



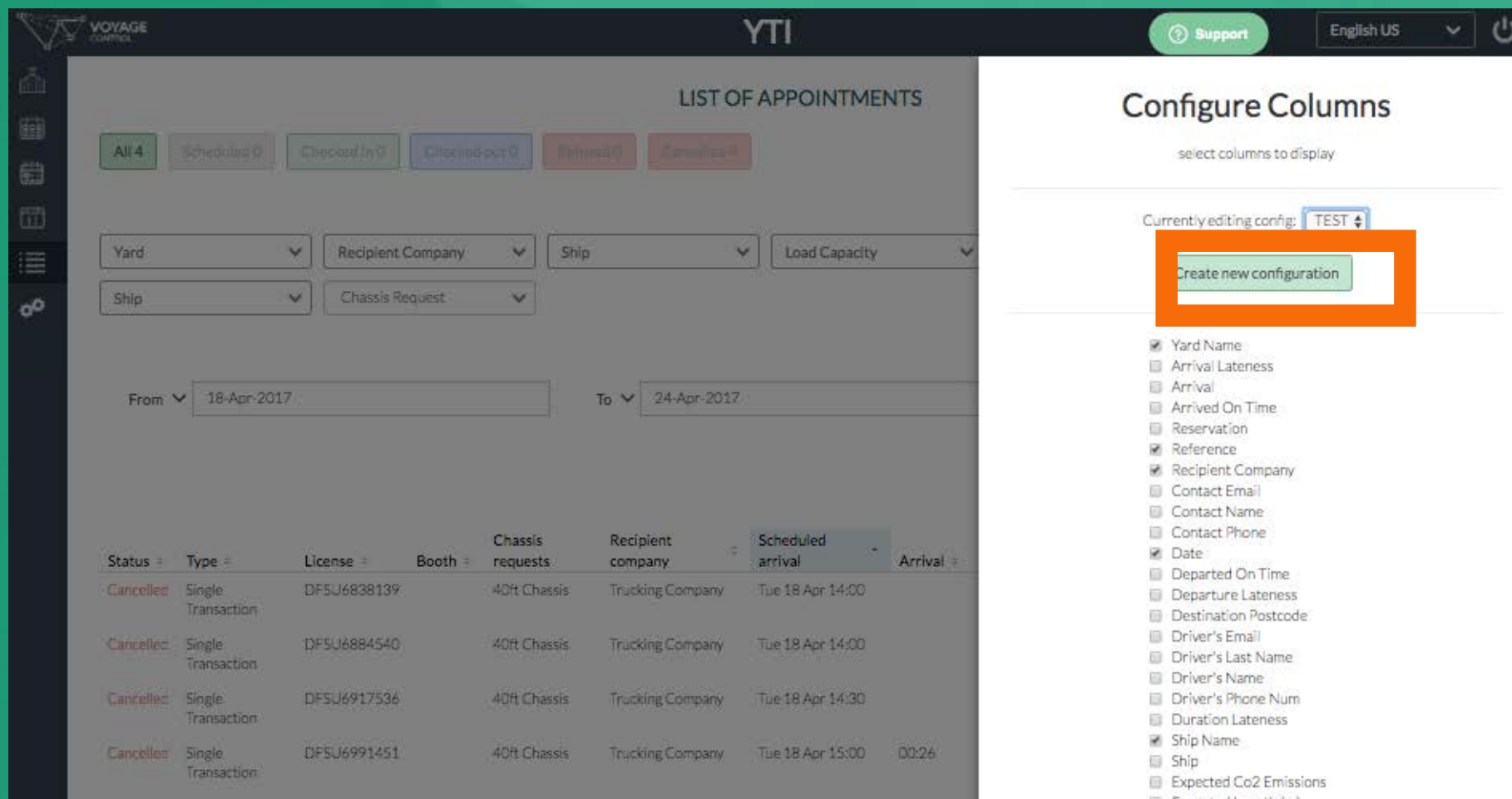
The screenshot shows the YTI LIST OF APPOINTMENTS interface. At the top, there is a header bar with the VOYAGE CONTROL logo, the YTI logo, a Support button, and a language dropdown set to English US. Below the header, the main content area is titled "LIST OF APPOINTMENTS". It features a row of status filters: All 4, Scheduled 0, Checked in 0, Checked out 0, Refused 0, and Cancelled 4. To the right of these filters is the "Column Configuration" section, which includes a "Default" dropdown, a "New" button, and a download icon. Below the filters, there are several dropdown menus for "Yard", "Recipient Company", "Ship", "Load Capacity", and "Transaction Type", along with a "Reset Filters" button. At the bottom, there are date range selectors for "From" (18-Apr-2017) and "To" (24-Apr-2017), and a search bar. The table below shows two rows of appointment data.

Status	Type	License	Booth	Chassis requests	Recipient company	Scheduled arrival	Arrival	Scheduled departure	Departed	Ship	Load Capacity	Location
Cancelled	Single Transaction	DFSU6838139		40ft Chassis	Trucking Company	Tue 18 Apr 14:00		15:00		Ships		
Cancelled	Single Transaction	DFSU6884540		40ft Chassis	Trucking Company	Tue 18 Apr 14:00		15:00		Ships		

You may change the columns that are visible on the List of Appointments Screen as well

Go to "New" in the top right hand corner of your screen where it says Column Configuration

Column Configuration



YTI

Support English US

LIST OF APPOINTMENTS

All 4 Scheduled 0 Cleared in 0 Cleared out 0 Returned 0 Cancelled 4

Yard: Recipient Company: Ship: Load Capacity:

Ship: Chassis Request:

From: 18-Apr-2017 To: 24-Apr-2017

Status	Type	License	Booth	Chassis requests	Recipient company	Scheduled arrival	Arrival
Cancelled	Single Transaction	DFSU6838139		40ft Chassis	Trucking Company	Tue 18 Apr 14:00	
Cancelled	Single Transaction	DFSU6884540		40ft Chassis	Trucking Company	Tue 18 Apr 14:00	
Cancelled	Single Transaction	DFSU6917536		40ft Chassis	Trucking Company	Tue 18 Apr 14:30	
Cancelled	Single Transaction	DFSU6991451		40ft Chassis	Trucking Company	Tue 18 Apr 15:00	00:26

Configure Columns

select columns to display

Currently editing config: TEST

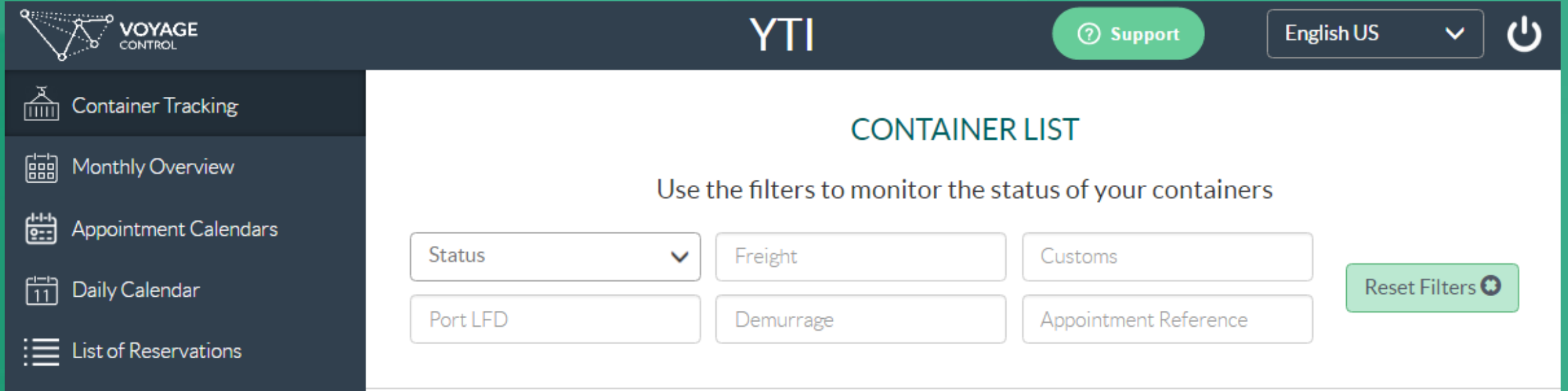
Create new configuration

- ☒ Yard Name
- ☐ Arrival Lateness
- ☐ Arrival
- ☐ Arrived On Time
- ☐ Reservation
- ☒ Reference
- ☒ Recipient Company
- ☐ Contact Email
- ☐ Contact Name
- ☐ Contact Phone
- ☒ Date
- ☐ Departed On Time
- ☐ Departure Lateness
- ☐ Destination Postcode
- ☐ Driver's Email
- ☐ Driver's Last Name
- ☐ Driver's Name
- ☐ Driver's Phone Num
- ☐ Duration Lateness
- ☒ Ship Name
- ☐ Ship
- ☐ Expected Co2 Emissions
- ☐ Expected Length (m)

You may edit past column configurations or create a new configuration by choosing from the selection

Scroll to the bottom of the page and push "save"

Container View Filters



The screenshot shows the YTI Container Tracking interface. The top navigation bar includes the VOYAGE CONTROL logo, the YTI logo, a Support button, and a language dropdown set to English US. The left sidebar contains navigation links: Container Tracking (selected), Monthly Overview, Appointment Calendars, Daily Calendar, and List of Reservations. The main content area is titled "CONTAINER LIST" and includes the instruction "Use the filters to monitor the status of your containers". Below this instruction are six filter input fields arranged in two rows: Status (a dropdown menu), Freight, Customs, Port LFD, Demurrage, and Appointment Reference. A "Reset Filters" button with a gear icon is located to the right of the filter fields.

The Filter function at the top of the Container Tracking Screen can be helpful in finding specific sets of containers. Using these filters, you can find containers by their Last Free Day (Port LFD), the appointment number and groups of containers on customs holds

If you would like to revert to the original view, simply click the "Reset Filters" on the right-hand side of your screen

Troubleshooting

Trucking Company Guide
18 April 2017

Recommended Browsers



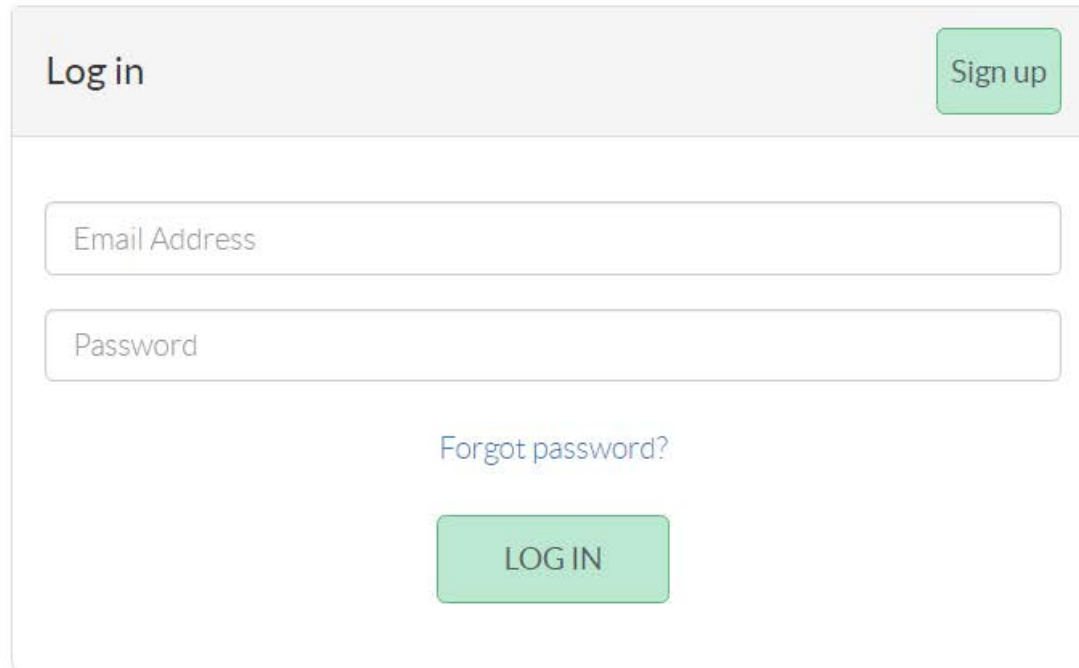
Both Chrome and Safari are recommended browsers for the appointment system

If you do not currently have any of the recommended browsers, you can download them to your computer in the links below

<https://support.apple.com/downloads/#safari>

<https://www.google.com/chrome/browser/>

Password Reset



The screenshot shows a web interface for logging in. At the top left is the text "Log in". At the top right is a green button labeled "Sign up". Below these are two input fields: "Email Address" and "Password". Below the "Password" field is a link that says "Forgot password?". At the bottom center is a green button labeled "LOG IN".

In the event you have misplaced your password information, a quick reset is only a couple steps away

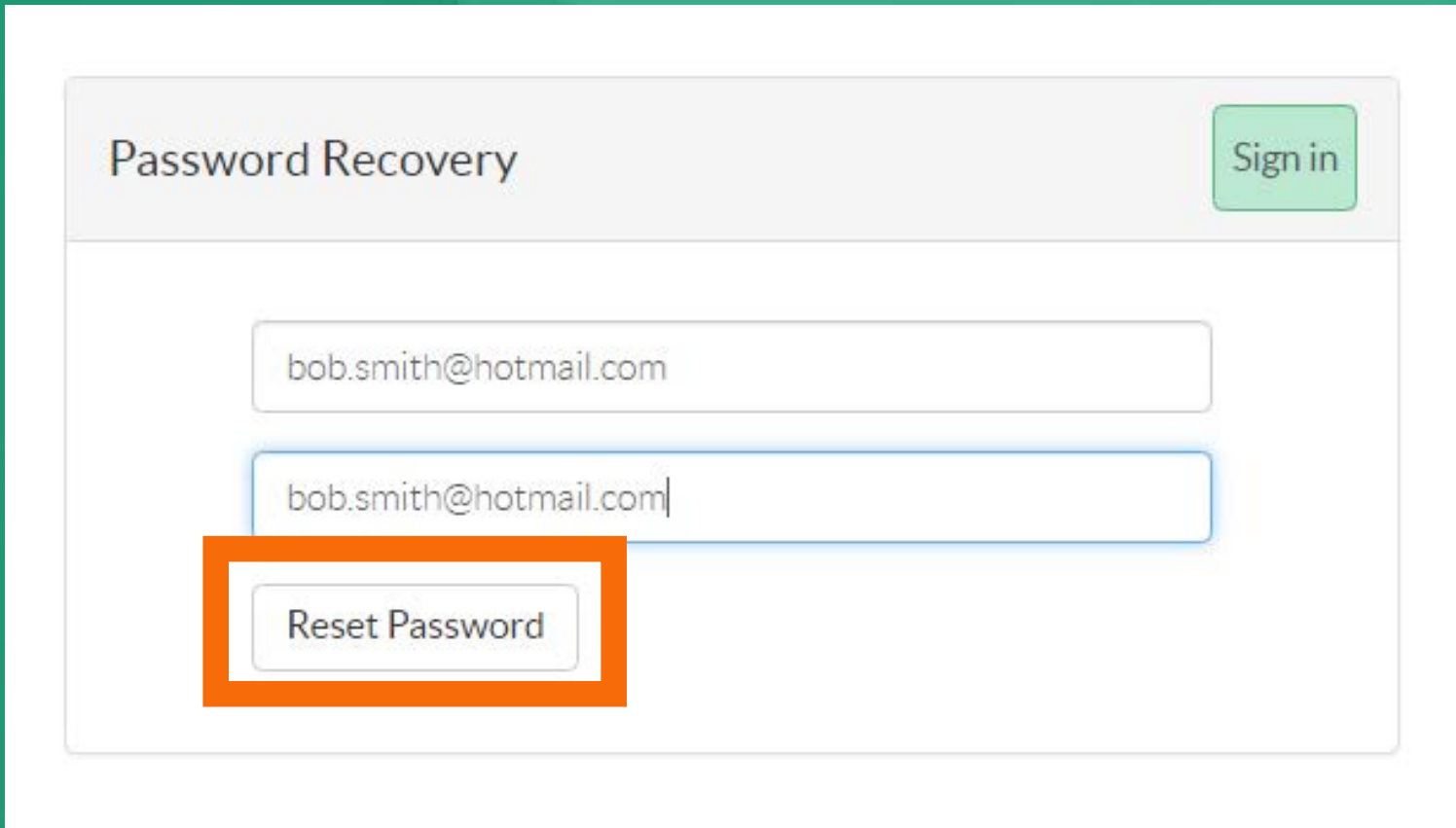
On the Log In page, click "Forgot Password"

Password Reset

As an extra measure of security, you will be prompted to type in your email address associated with your account

After clicking "Reset Password", you will receive an email to complete the process

Please note that depending on your email settings, it is possible that your password reset email may end up in the spam folder

A screenshot of a web form titled "Password Recovery". In the top right corner of the form is a green "Sign in" button. The form contains two text input fields, both containing the email address "bob.smith@hotmail.com". Below the second input field is a button labeled "Reset Password", which is highlighted with a thick orange rectangular border.

Password Recovery

Sign in

bob.smith@hotmail.com

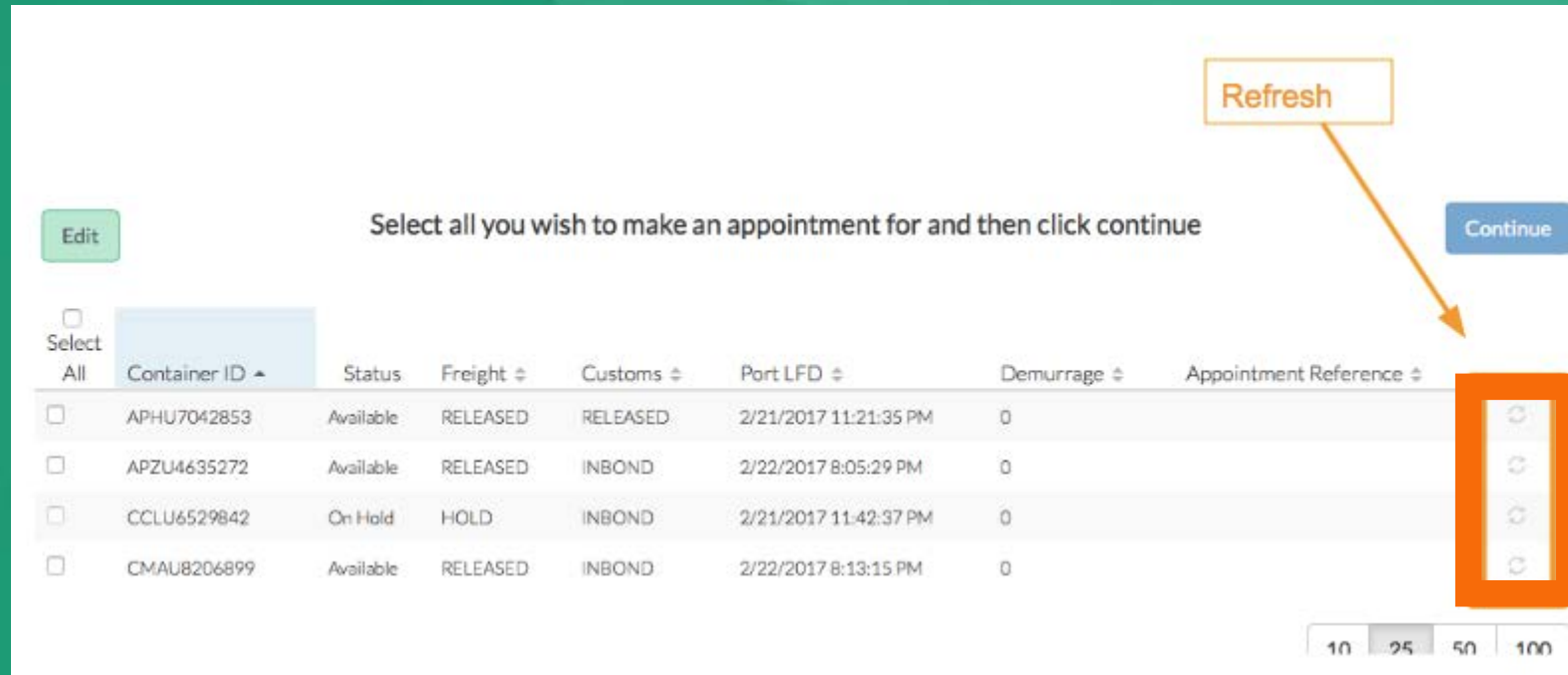
bob.smith@hotmail.com

Reset Password

Container Refresh

There is a possibility that a container you have uploaded is not updated

To address this, you may use the refresh function on the right-hand side of the screen or refresh your browser



The screenshot shows the Voyage Control interface with a table of containers. An orange box labeled "Refresh" points to a refresh icon in the right-hand side of the table. The table has columns for Container ID, Status, Freight, Customs, Port LFD, Demurrage, and Appointment Reference. The "Refresh" button is located at the bottom right of the table.

Select	Container ID	Status	Freight	Customs	Port LFD	Demurrage	Appointment Reference
<input type="checkbox"/>	APHU7042853	Available	RELEASED	RELEASED	2/21/2017 11:21:35 PM	0	
<input type="checkbox"/>	APZU4635272	Available	RELEASED	INBOND	2/22/2017 8:05:29 PM	0	
<input type="checkbox"/>	CCLU6529842	On Hold	HOLD	INBOND	2/21/2017 11:42:37 PM	0	
<input type="checkbox"/>	CMAU8206899	Available	RELEASED	INBOND	2/22/2017 8:13:15 PM	0	

Buttons: Edit, Continue

Refresh button (highlighted in orange box)

Page size selector: 10, 25, 50, 100

Please note that if you have many columns shown in your current view, you may need to scroll to the far right for the refresh to be visible

Advanced Appointments

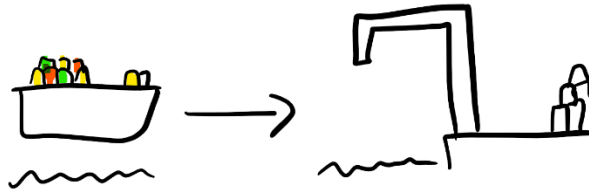
Yusen Terminals



VOYAGE
CONTROL

User Guide Extension
V.3.012018

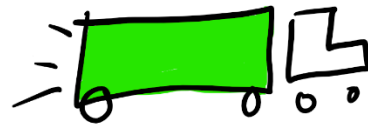
What is an Advanced Appointment?



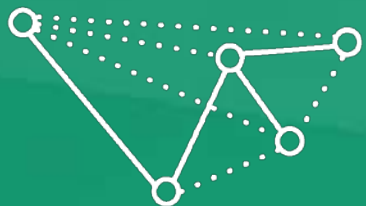
1. When a ship is en route, trucking companies can make tentative appointments for containers, prior to discharge. These containers could be available for pickup as early as one shift after discharge.



2. Once the containers are unloaded and distributed to the yard, the appointment will be **confirmed** if it is an open area of the yard at the time of the appointment, or **cancelled**.

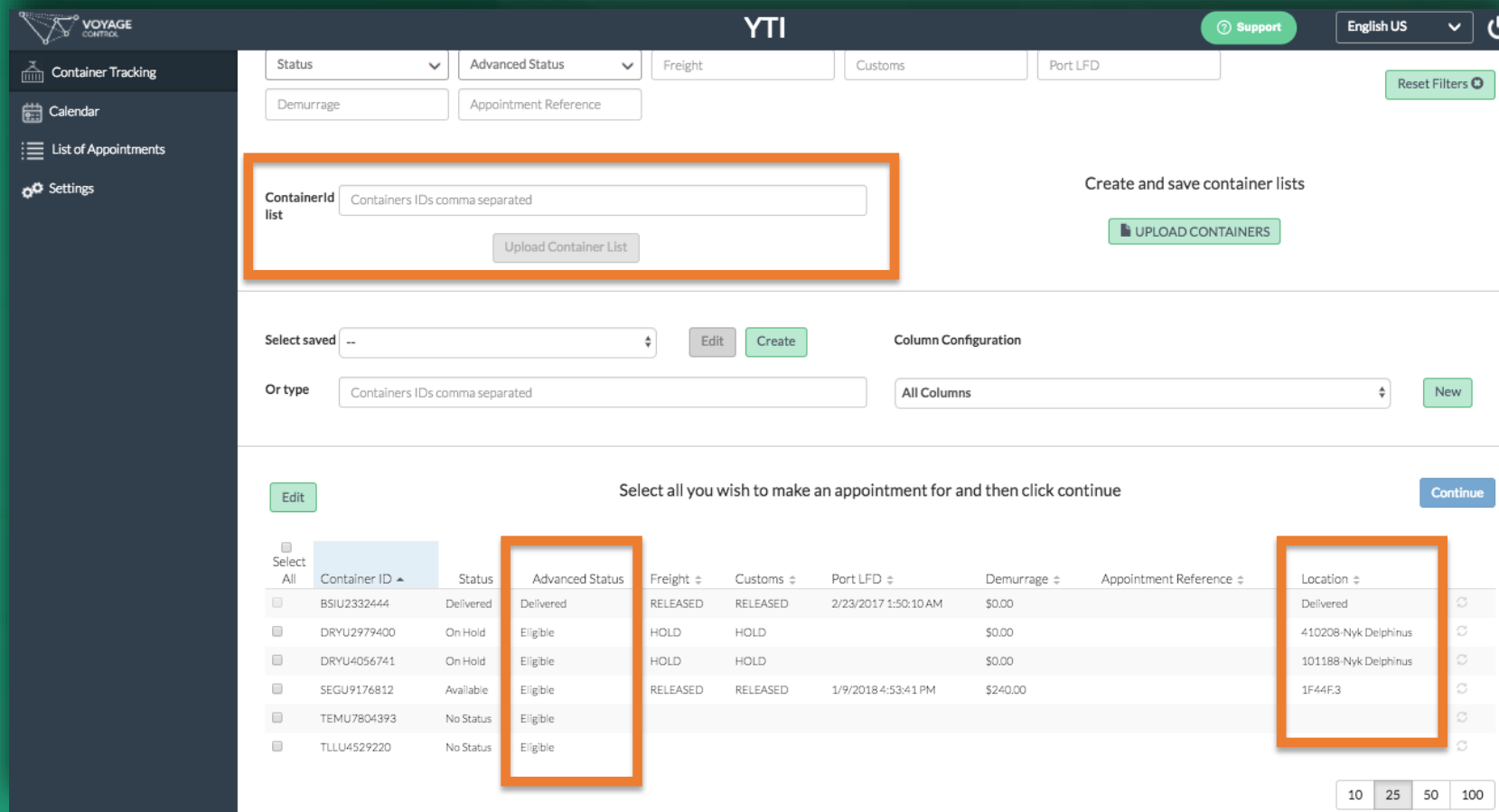


3. In the event that the advanced appointment is not confirmed one shift from the appointment, the user will receive a cancellation notification by email, allowing them to reschedule a normal booking once the container becomes available.



VOYAGE
CONTROL

Advanced Appointments - Container Screen



VOYAGE CONTROL YTI

Support English US

Container Tracking
Calendar
List of Appointments
Settings

Status Advanced Status Freight Customs Port LFD
Demurrage Appointment Reference
Reset Filters

ContainerId list Containers IDs comma separated
Upload Container List

Create and save container lists
UPLOAD CONTAINERS

Select saved -- Edit Create
Or type Containers IDs comma separated
Column Configuration All Columns New

Select all you wish to make an appointment for and then click continue
Continue

Select	Container ID	Status	Advanced Status	Freight	Customs	Port LFD	Demurrage	Appointment Reference	Location
<input type="checkbox"/>	BSIU2332444	Delivered	Delivered	RELEASED	RELEASED	2/23/2017 1:50:10 AM	\$0.00		Delivered
<input type="checkbox"/>	DRYU2979400	On Hold	Eligible	HOLD	HOLD		\$0.00		410208-Nyk Delphinus
<input type="checkbox"/>	DRYU4056741	On Hold	Eligible	HOLD	HOLD		\$0.00		101188-Nyk Delphinus
<input type="checkbox"/>	SEGU9176812	Available	Eligible	RELEASED	RELEASED	1/9/2018 4:53:41 PM	\$240.00		1F44E3
<input type="checkbox"/>	TEMU7804393	No Status	Eligible						
<input type="checkbox"/>	TLLU4529220	No Status	Eligible						

10 25 50 100

Advanced appointments are made from the Container screen.

The user will upload containers using the same process as other appointments (via .csv file upload or using the copy and paste field).

Users can also create a "saved list" to easily track these containers.

The location will reflect the vessel service until the container has been discharged and located at the terminal.

Advanced Appointments - Container Screen


Select	Container ID ▾	Status	Advanced Status	Freight ▾	Customs ▾	Port LFD ▾	Demurrage ▾	Appointment Reference ▾	Location ▾
<input type="checkbox"/>	BMOU5116382	Available	Eligible	RELEASED	RELEASED	1/19/2018 7:21:05 PM	\$0.00		3D60E.1
<input type="checkbox"/>	CAIU9044629	Available	Eligible	RELEASED	RELEASED	1/19/2018 7:42:39 PM	\$0.00		3D98E.3
<input type="checkbox"/>	KKFU7738566	Available	Eligible	RELEASED	RELEASED	1/19/2018 12:33:14 AM	\$0.00		3F50E.1
<input type="checkbox"/>	KKFU7771348	Unavailable	Eligible	RELEASED	RELEASED		\$0.00		540804-Mol Courage
<input type="checkbox"/>	TCNU4432693	Unavailable	Eligible	RELEASED	RELEASED		\$0.00		540802-Mol Courage
<input type="checkbox"/>	TCNU5588130	Unavailable	Eligible	RELEASED	RELEASED		\$0.00		020788-Mol Courage
<input type="checkbox"/>	TCNU7838829	Available	Eligible	RELEASED	RELEASED	1/19/2018 1:00:19 AM	\$0.00		3F50A.2
<input type="checkbox"/>	TCNU8489980	Unavailable	Eligible	RELEASED	RELEASED		\$0.00		540602-Mol Courage
<input type="checkbox"/>	YMMU4023001	Available	Eligible	RELEASED	RELEASED	1/19/2018 2:16:46 AM	\$0.00		3F76E.3

“Status” - The original appointment status previously used and

“Advanced Status” - The status will inform users if an advanced appointment is eligible for the container. Once an advanced appointment has been made it will become tentative and will show an appointment number. This appointment number does not change once the appointment is confirmed or canceled.

The location is also provided. For advanced appointments, this may reflect the vessel service or the location after the advanced appointment is confirmed.

Advanced Appointments - Time Slot Screen



- Container Tracking
- Calendar
- List of Appointments

YTI

Support

English US

SELECT AN APPOINTMENT

Date

11-Jan-2018

SCAC code

Container ID	Status	Customs	Demurrage	Location	Time Slots			
BMOU6599243	On Hold	HOLD	\$0.00	Vessel-460984	15:00 - 16:00 100%	16:00 - 17:00 100%	17:00 - 18:00 1%	18:00 - 19:00 0%
CAIU3098757	On Hold	HOLD	\$0.00	Vessel-350708	15:00 - 16:00 100%	16:00 - 17:00 100%	17:00 - 18:00 1%	18:00 - 19:00 0%
DRYU4060551	On Hold	HOLD	\$0.00	Vessel-460314	15:00 - 16:00 100%	16:00 - 17:00 100%	17:00 - 18:00 1%	18:00 - 19:00 0%
EGHU1036459	Unavailable	RELEASED	\$0.00	Vessel-421004	15:00 - 16:00 100%	16:00 - 17:00 100%	17:00 - 18:00 1%	18:00 - 19:00 0%
EGHU1067320	Unavailable	RELEASED	\$0.00	Vessel-421006	15:00 - 16:00 100%	16:00 - 17:00 100%	17:00 - 18:00 1%	18:00 - 19:00 0%

10:00 - 11:00

Available time slot

Number of appointments/capacity

10:00 - 11:00

Available with TMF fee

10%

0% - 40%

10:00 - 11:00

Selected time slot

48%

40% - 70%

10:00 - 11:00

Tentative Appointment

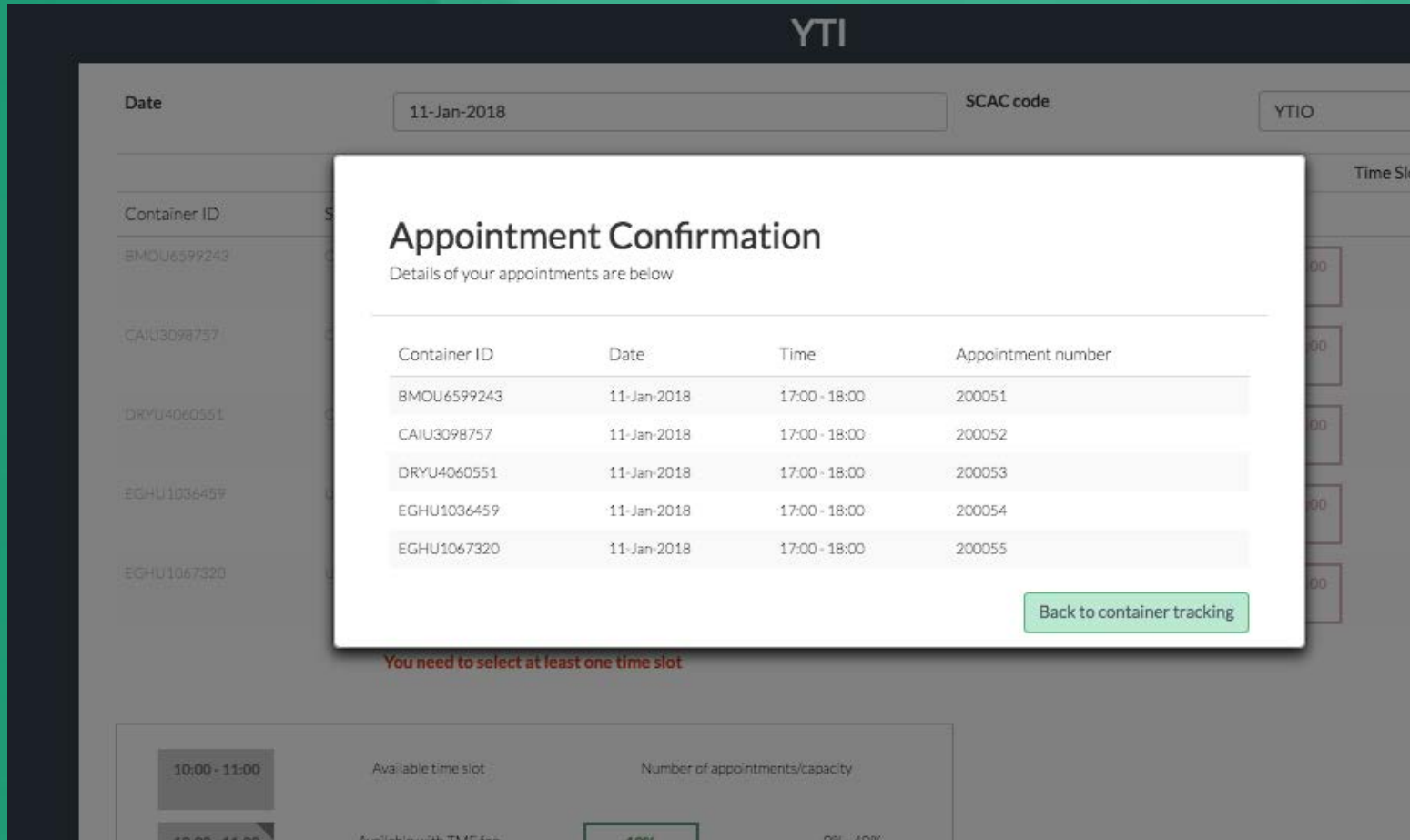
75%

70% - 100%

The earliest advanced appointment slot offered will be two shifts after discharge. (i.e. For a ship arriving Sunday at 1800, the first available time slot will be Monday at 1700)

The user may select the preferred time slot and select "Continue".

Advanced Appointments - Confirmation



The screenshot shows the YTI (Yokohama Terminal Information) interface. A pop-up window titled "Appointment Confirmation" is displayed, showing details of appointments for the date 11-Jan-2018. The background interface includes fields for Date, SCAC code, and YTI, as well as a list of container IDs and a section for time slots.

Appointment Confirmation
Details of your appointments are below

Container ID	Date	Time	Appointment number
BMOU6599243	11-Jan-2018	17:00 - 18:00	200051
CAIU3098757	11-Jan-2018	17:00 - 18:00	200052
DRYU4060551	11-Jan-2018	17:00 - 18:00	200053
EGHU1036459	11-Jan-2018	17:00 - 18:00	200054
EGHU1067320	11-Jan-2018	17:00 - 18:00	200055

[Back to container tracking](#)

You need to select at least one time slot

The background interface shows a list of container IDs: BMOU6599243, CAIU3098757, DRYU4060551, EGHU1036459, and EGHU1067320. Below the list, there is a section for "Time Slots" with a table showing available time slots and their capacity.

Available time slot	Number of appointments/capacity
10:00 - 11:00	100%
11:00 - 12:00	0% - 40%

The advanced appointment is provided in the pop-up as well as on the container tracking screen once time slots have been selected.

This appointment is tentative until confirmed by the terminal.

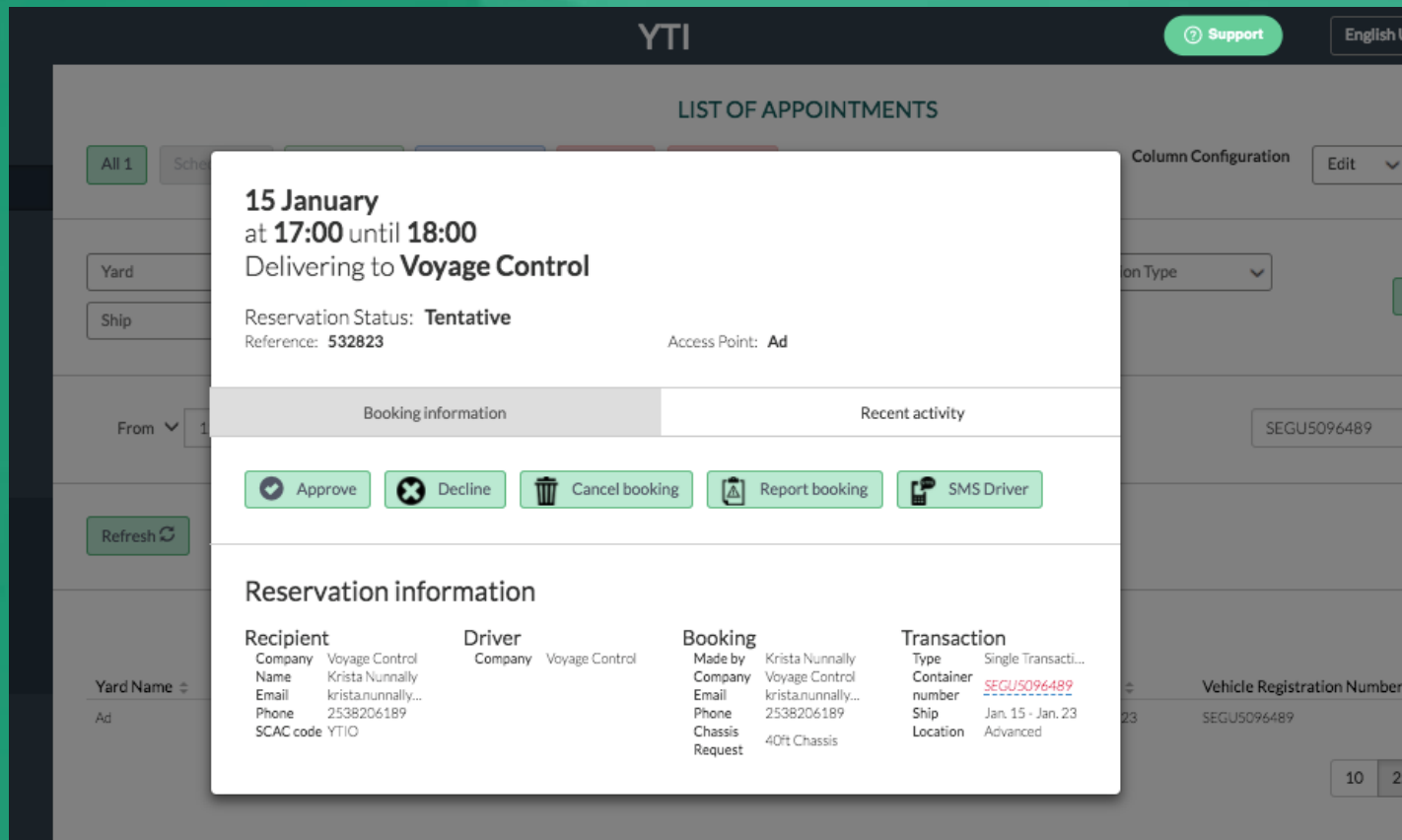
Advanced Appointments -List View

Advanced appointments are visible as tentative via the appointment calendars and list view.

Appointments will show as tentative and location "Ad" for advanced until confirmed by the terminal. Once confirmed, the location will update.

In the event that the advanced appointment is not confirmed 1 shift from the appointment, the user will receive a cancellation notification by email and will need to reschedule through the container tracking screen.

(i.e. A cancellation notification will go out at the start of Shift 1 at 0700 for an appointment scheduled during Shift 2 at 1800)



The screenshot shows the YTI 'LIST OF APPOINTMENTS' interface. A modal is displayed for a tentative appointment on 15 January at 17:00 until 18:00, delivering to Voyage Control. The reservation status is 'Tentative' and the reference is 532823. The access point is 'Ad'. The modal includes buttons for 'Approve', 'Decline', 'Cancel booking', 'Report booking', and 'SMS Driver'. Below these are sections for 'Reservation information' and 'Recent activity'.

Reservation information	
Recipient	Driver
Company: Voyage Control	Company: Voyage Control
Name: Krista Nunnally	
Email: krista.nunnally...	
Phone: 2538206189	
SCAC code: YTIO	
Booking	Transaction
Made by: Krista Nunnally	Type: Single Transacti...
Company: Voyage Control	Container number: <u>SEGU5096489</u>
Email: krista.nunnally...	Ship: Jan. 15 - Jan. 23
Phone: 2538206189	Location: Advanced
Chassis: 40ft Chassis	
Request:	

Export Appointments

Yusen Terminals



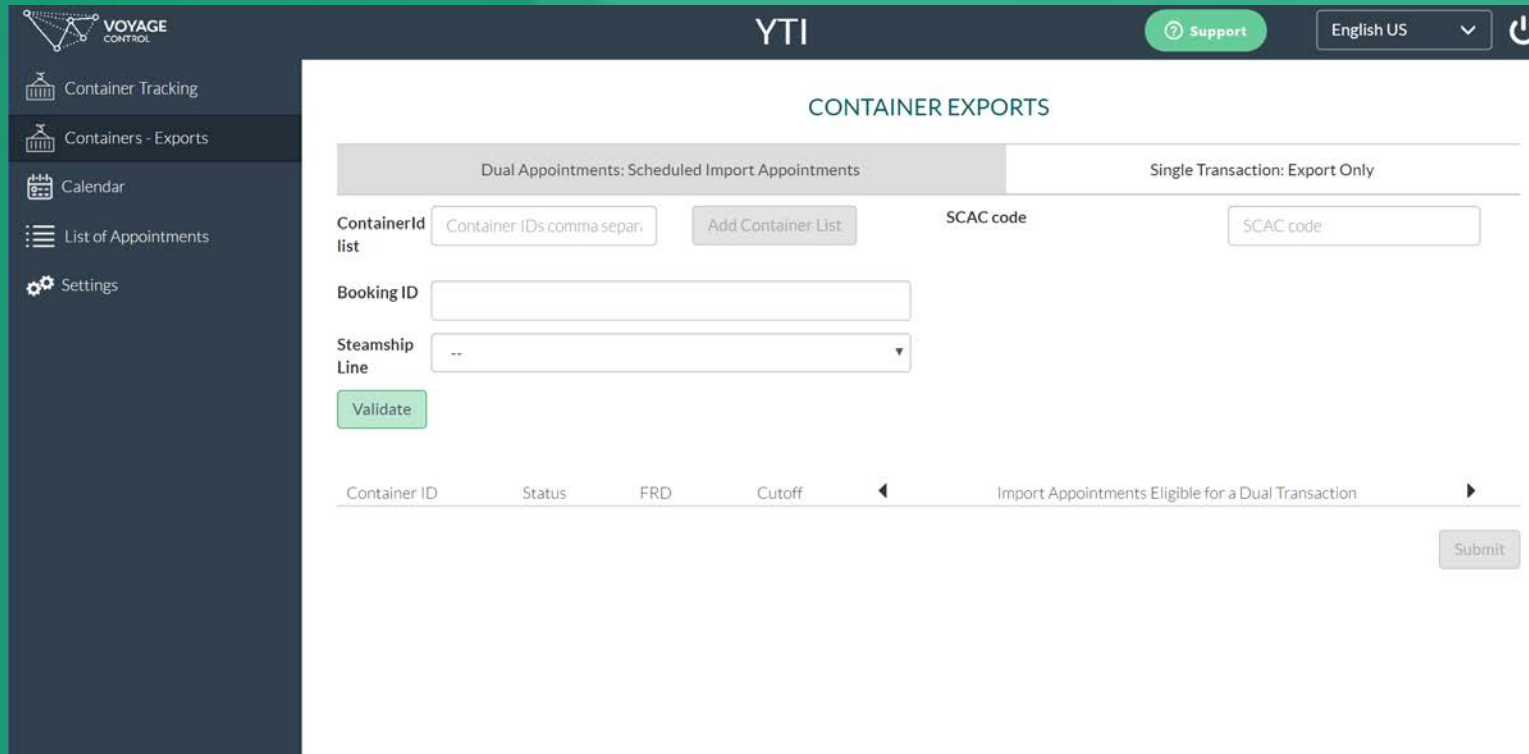
VOYAGE
CONTROL

User Guide Extension
V.3.012018

Export Appointments

This is the main screen for Export Appointment Scheduling.

From this page you can add containers to a list, and schedule Dual Transactions or Single Transactions.



The screenshot shows the 'CONTAINER EXPORTS' interface in the YTI system. The left sidebar contains navigation links: Container Tracking, Containers - Exports, Calendar, List of Appointments, and Settings. The main content area has two tabs: 'Dual Appointments: Scheduled Import Appointments' (selected) and 'Single Transaction: Export Only'. Below the tabs, there are input fields for 'ContainerId list' (with a placeholder 'Container IDs comma separ'), an 'Add Container List' button, a 'SCAC code' field, and a 'Booking ID' field. A 'Steamship Line' dropdown menu is set to '--'. A 'Validate' button is located below the dropdown. At the bottom, there is a table header with columns: 'Container ID', 'Status', 'FRD', 'Cutoff', and 'Import Appointments Eligible for a Dual Transaction'. A 'Submit' button is at the bottom right.

Required Information:

Container ID – This is used to verify the size, type height and line match the containers that are associated with the booking.

Booking ID – The booking ID is required.

Steamship Line – The Steamship line must be selected from the drop down menu

SCAC Code – SCAC code must be entered (it should populate by default)

Export Appointments – Entering Required Info

1. Paste or Type in Container ID number(s) into the Container ID field. Spaces or line breaks will be recognized so that multiple containers can be entered at once.
2. Click the “Add Container List” button to populate the bottom part of the screen.
3. Enter the Booking ID number in the Booking ID field
4. Choose the Steamship Line from the drop down
5. Confirm that your SCAC code is entered.
6. Click the “Validate Button”

CONTAINER EXPORTS

Dual Appointments: Scheduled Import Appointments

Single Transaction: Export Only

ContainerId list

ONEH555555

Add Container List

SCAC code

SCAC code

Booking ID

TESTBOOKREL

Steamship Line

ONE

Validate

Container ID

Status

FRD

Cutoff

Import Appointments Eligible for a Dual Transaction

ONEH555555

X

10

25

50

100

Submit

Export Appointments – Container/Booking Validations

Once the validation button is pressed, the containers that were added to the list will be validated for any holds. If there is a reason why a container cannot be dropped off, it will be displayed in the "Status" column.

Note:

- You can schedule multiple containers for the same booking, however, you can only schedule containers for one booking at a time.

YTI

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CONTAINER EXPORTS

Dual Appointments: Scheduled Import Appointments

Single Transaction: Export Only

ContainerId list

ONEH555555

Add Container List

SCAC code

SCAC code

Booking ID

TESTBOOKREL

Steamship Line

ONE

Validate

Container ID	Status	FRD	Cutoff	Import Appointments Eligible for a Dual Transaction
ONEH555555	VALID	10/1/2018 7:00:00 AM	11/1/2018 4:30:00 PM	

10

25

50

100

Submit

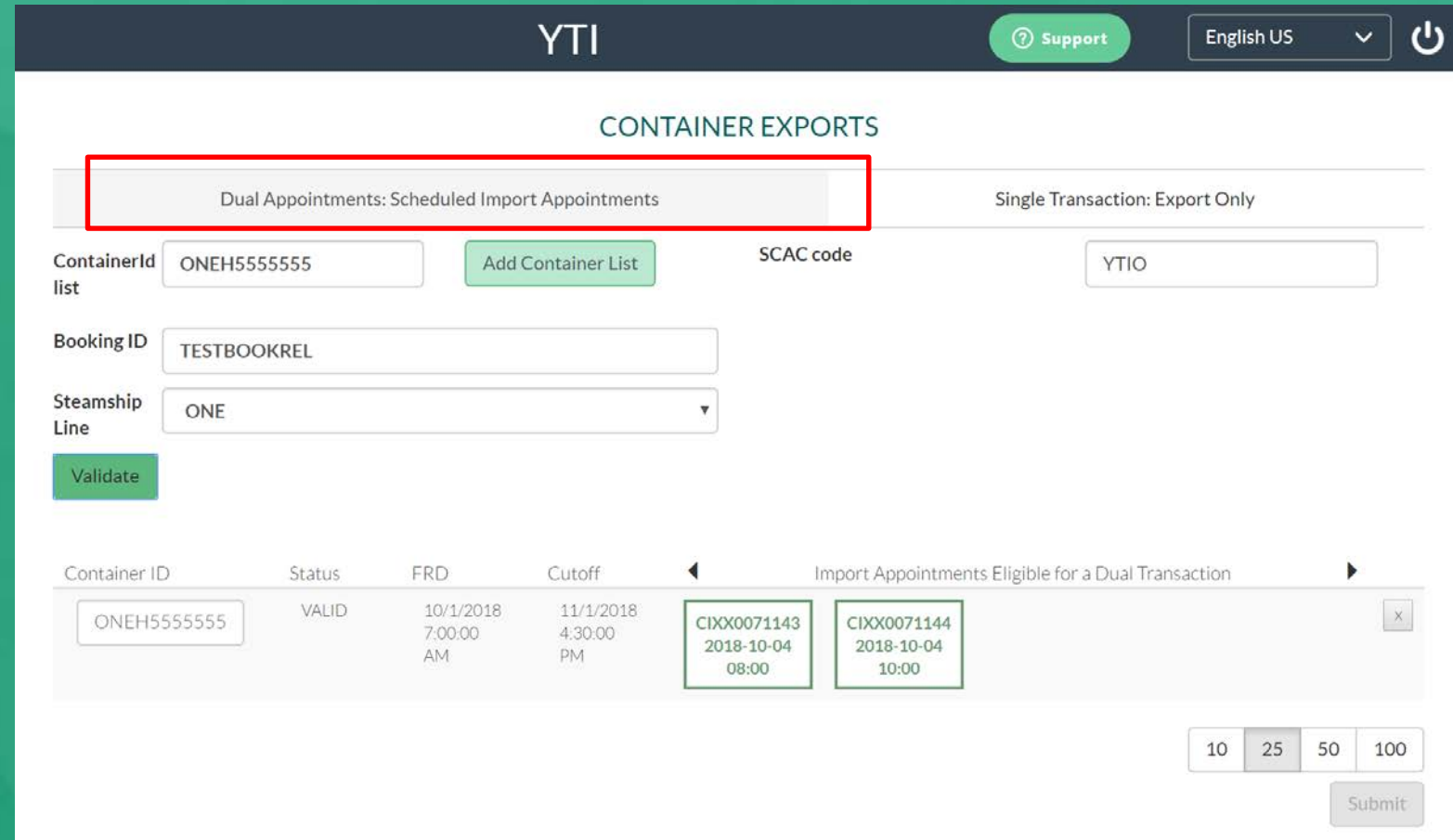
Export Appointments – Dual Appointments

On the exports screen, the Dual Appointments tab is selected by default.

With this tab selected and after validating containers/booking – the import appointments that are available to append an Export Appointment to are displayed.

Choose an appointment for each container and click “Submit” to schedule the appointment(s).

Note: Both transactions of a dual appointment will share the appointment number of the Import appointment.



The screenshot shows the YTI Container Exports interface. The 'Dual Appointments: Scheduled Import Appointments' tab is selected and highlighted with a red box. The 'Single Transaction: Export Only' tab is also visible. The form includes fields for ContainerId list (ONEH555555), Booking ID (TESTBOOKREL), and Steamship Line (ONE). A 'Validate' button is present. Below the form, a table displays import appointments eligible for a dual transaction. The table has columns for Container ID, Status, FRD, Cutoff, and Import Appointments Eligible for a Dual Transaction. The Container ID is ONEH555555, Status is VALID, FRD is 10/1/2018 7:00:00 AM, and Cutoff is 11/1/2018 4:30:00 PM. The Import Appointments Eligible for a Dual Transaction column shows two appointments: CIXX0071143 2018-10-04 08:00 and CIXX0071144 2018-10-04 10:00. A 'Submit' button is at the bottom right.

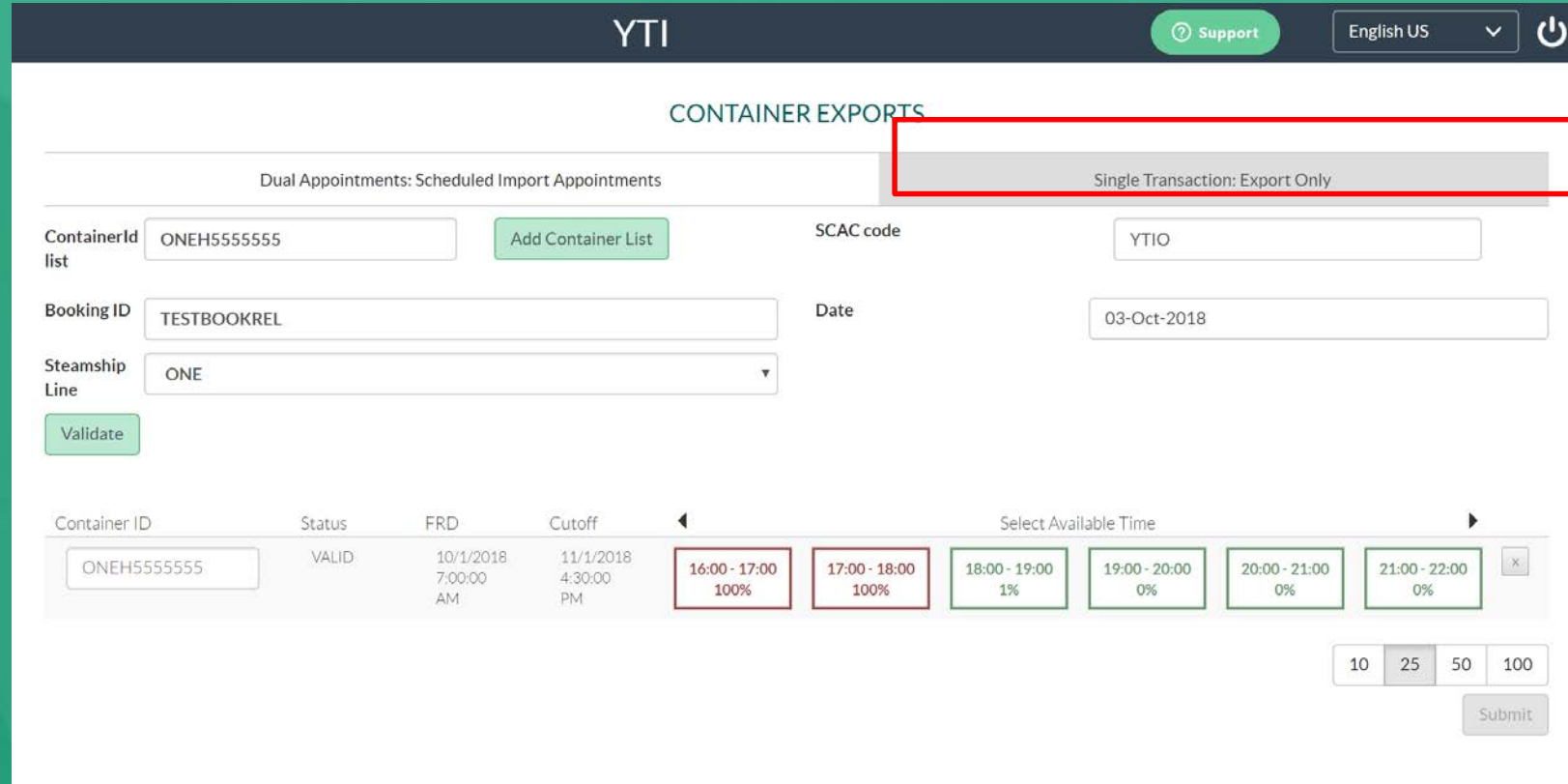
Container ID	Status	FRD	Cutoff	Import Appointments Eligible for a Dual Transaction
ONEH555555	VALID	10/1/2018 7:00:00 AM	11/1/2018 4:30:00 PM	<div>CIXX0071143 2018-10-04 08:00</div> <div>CIXX0071144 2018-10-04 10:00</div>

Export Appointments – Single Appointments

To create a Single Export Appointment, click on the “Single Transaction” tab.

With this tab selected and after validating containers/booking – the timeslots that are available for an Export drop off are displayed. If a timeslot is full or not available it will be displayed as 100%. The percent availability will also be displayed.

Choose a timeslot for each container and click “Submit” to schedule the appointment(s).



YTI [Support](#) English US

CONTAINER EXPORTS

Dual Appointments: Scheduled Import Appointments | **Single Transaction: Export Only**

ContainerId list: ONEH555555 [Add Container List](#) SCAC code: YTIO

Booking ID: TESTBOOKREL Date: 03-Oct-2018

Steamship Line: ONE [Validate](#)

Container ID	Status	FRD	Cutoff	Select Available Time					
ONEH555555	VALID	10/1/2018 7:00:00 AM	11/1/2018 4:30:00 PM	16:00 - 17:00 100%	17:00 - 18:00 100%	18:00 - 19:00 1%	19:00 - 20:00 0%	20:00 - 21:00 0%	21:00 - 22:00 0%

10 25 50 100 [Submit](#)