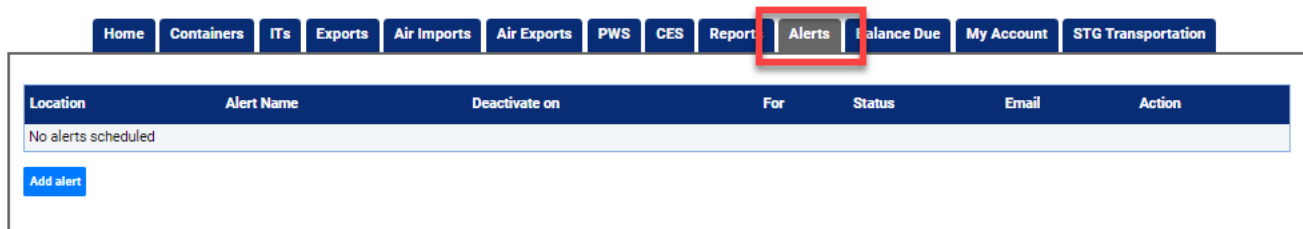


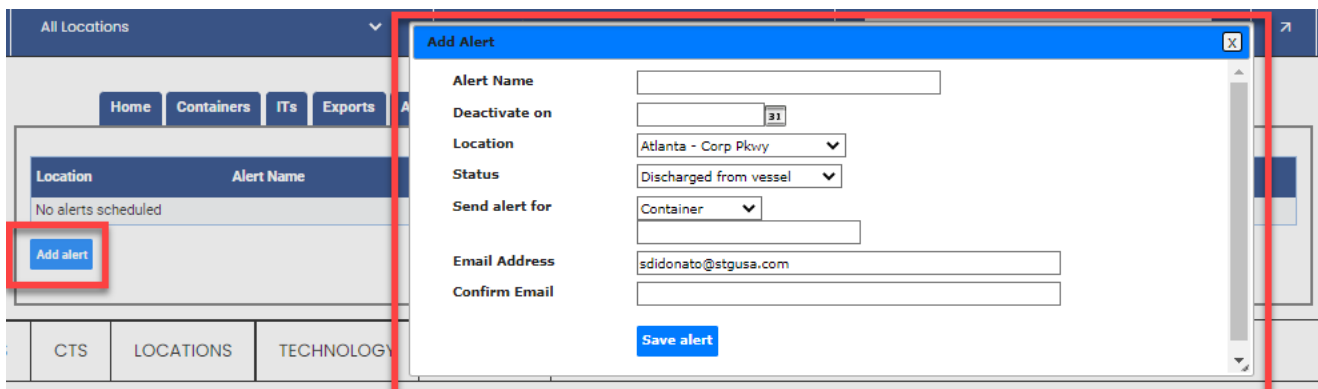
Shipment Tracking Reporting

To complete these processes, you will need to Login.

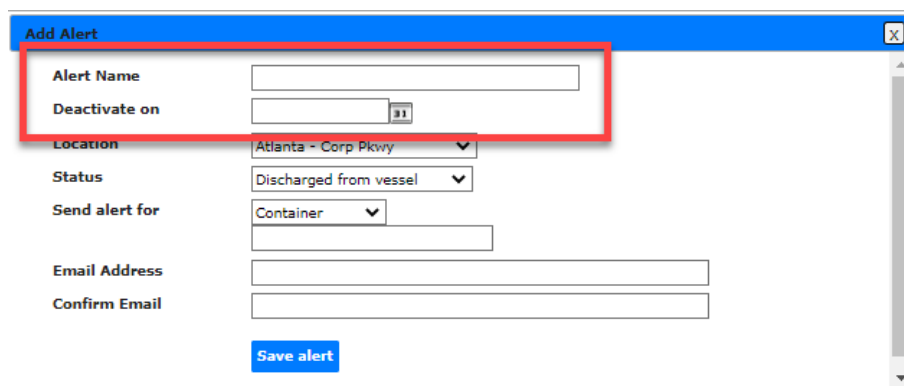
Click the Alerts tab.



Click Add Alert button and the Add Alert window will appear.



Enter name for the Alert and Deactivate date.



Enter the pickup Location.

The screenshot shows the 'Add Alert' form with the 'Location' dropdown menu open. The dropdown list includes the following options: Atlanta - Corp Pkwy, Atlanta - Tradeport Drive, Bensenville - Supreme Dr, Bensenville - Thorndale Ave, Carson, Charleston - Ashley Phos Dr, Charleston - Technology Dr, Chicago - Wood Dale, Chicago - Elk Grove, City of Industry, Dallas, Houston, Houston - Distribution, Fairburn, Jamaica, Los Angeles, Long Beach, Miami, New Jersey - Kearny, and New Jersey - Linden. The 'Location' field and the dropdown menu are highlighted with a red box.

Enter the Status change/trigger for the alert.

The screenshot shows the 'Add Alert' form with the 'Status' dropdown menu open. The dropdown list includes the following options: Discharged from vessel, Pier ready, Pier LFD, Dispatched driver, Out gated at terminal, Date in at CFS, Available for pick up at CFS, Returned to steamship line, Cargo picked up at CFS, IPI load departure, IPI load ETA, IPI load arrival, Warehouse hold placed, and Warehouse hold removed. The 'Status' field and the dropdown menu are highlighted with a red box.

Define the alert criteria in the Send alert for area.

The screenshot shows the 'Add Alert' dialog box with the following fields: Alert Name, Deactivate on, Location (Atlanta - Corp Pkwy), Status (Discharged from vessel), Send alert for (dropdown menu open), Email Address, and Confirm Email. The dropdown menu for 'Send alert for' is open, showing options: Container, Container, Master Bill, AMS House Bill, Cust Ref, IT Number, Load Number, Origin, and Destination. Red boxes highlight the 'Send alert for' label and the dropdown menu.

Enter and confirm the Email Address.

The screenshot shows the 'Add Alert' dialog box with the following fields: Alert Name, Deactivate on, Location (Atlanta - Corp Pkwy), Status (Discharged from vessel), Send alert for (Container), Email Address, and Confirm Email. The 'Email Address' and 'Confirm Email' fields are highlighted with a red box. A blue 'Save alert' button is visible below the email fields.

Click Save Alert to save the alert

The screenshot shows the 'Add Alert' dialog box with the following fields: Alert Name, Deactivate on, Location (Atlanta - Corp Pkwy), Status (Discharged from vessel), Send alert for (Container), Email Address, and Confirm Email. The blue 'Save alert' button is highlighted with a red box.