

CORNEEL GEERTS

Presentation

CG Web-Portal



Contents

Table of contents:

	1. Intro	i
•	2. Get started	ļ
•	3. New order	;
	A. General5	;
	▶ B. Statuss messages6)
	C. Details	,
	D. Dangerous Goods	ì
	E. Comments)
	F. Extra tools: Loading List / Print Labels / Print Booking / Create Template	0
	► G. Real-Time Following up of your shipment	2
•	4. Stock Control	5
•	5. Orders not Invoiced	7
•	6. Orders Invoiced	8
•	7. Order Detail	9
•	8. Invoice History	<u>'</u> 1
•	9. Performance	22
•	10. Performance in detail	13
•	11. Change Password	14
•	12. Log Out	15



Introduction

1 Intro.

- If you can answer on the following questions "Yes", than this tool will be your perfect match:
 - ▶ Do You Like to:
 - ▶ Receive a **confirmation** from your **booking**?
 - ► Follow-Up your shipment in real time?
 - ▶ Receive Pro-active information when something happens?
 - ▶ Inform the shipper before the collection?
 - ▶ Inform the consignee before the delivery?
 - Know the exact time of arrival?
 - ► Know the exact time of loading?
 - ► Know the exact time of delivery.
 - ▶ **Be informed** when demurrage occures?
 - Be informed when euro- pallets are not exchanged?
 - ► Have a track-history from your shipment(s)?
 - ► Give your client acces to follow up their shipment(s)?

Our webportal is 100 % Based on the needs of our custumors



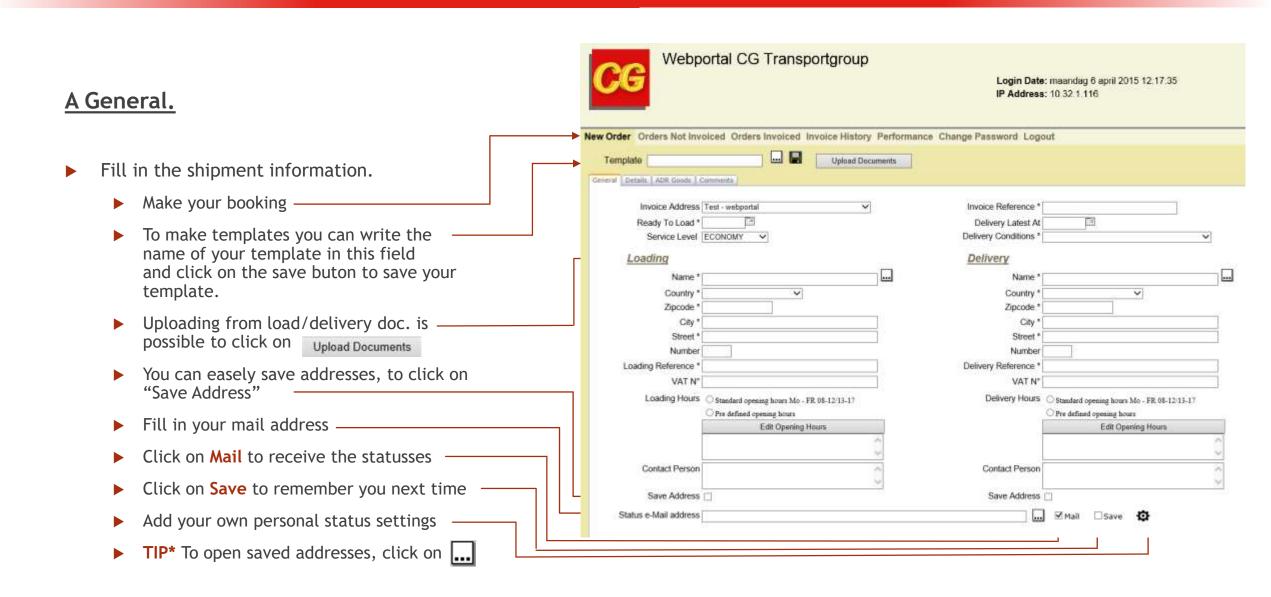
Get Started

1 Get Started.

- Surf to www.cgeerts.be
 - Click on
 - Log in
- This newly designed web-portal allows you to:
 - Manage and Track & trace your orders.
 - Print labels & loading lists.
 - Financial information.
 - Better and faster statistics.
 - ▶ Real Time Shipment Statusses (IOD).
 - POD Online.
 - ▶ It provide you all necessary information about all your orders in a few seconds.
- ▶ Be carefull with passwords :
 - ▶ !!Anyone who has received a password can have access to all the above mentioned data on the web portal. So we advise you to be extremely careful in selecting the persons entrusted with a password. Change your password when persons who know the password, leave your company. If you experience any problems with the web portal, or forgot your password don't hesitate to contact our IT or Sales department.!!

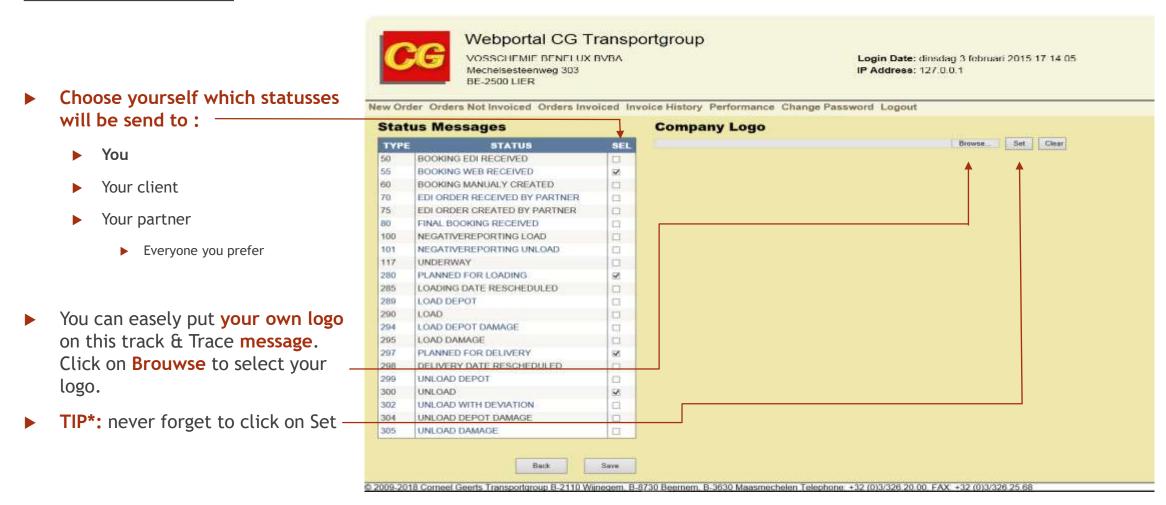








B Status messages.





C. Details.

Fill in the shipment information.

Select with the dropdownlist witch unitcode is vallable

Fill in the quantity, weight, cbm & LDM

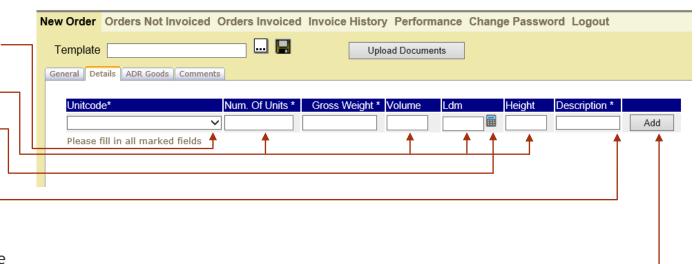
If you don't know how to calculate the LDM/CBM please select the calculator, this will help you to calculate.

Descripe the type of goods you will ship. -

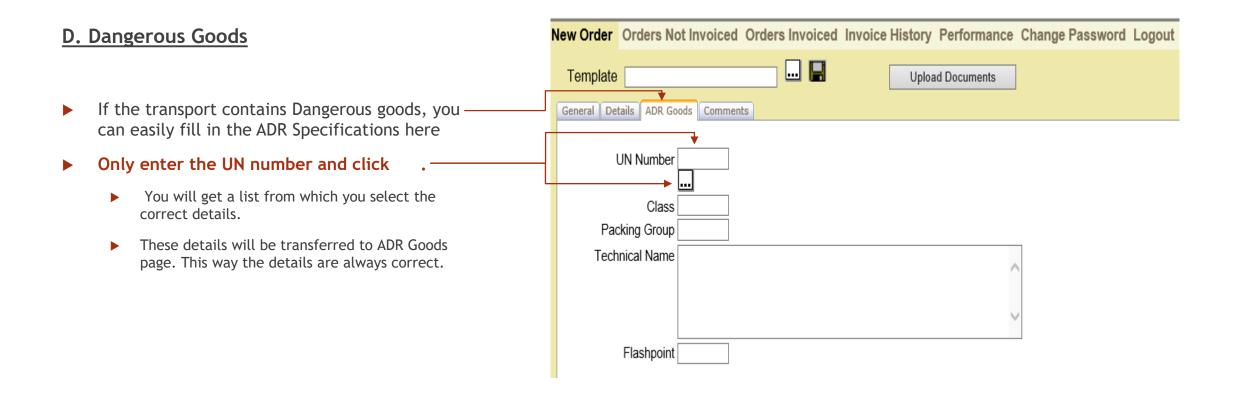
► This will be saved for next time.

If all necesarry information is feald in, please ______click "Add".

▶ You can add multiple lines to the order.



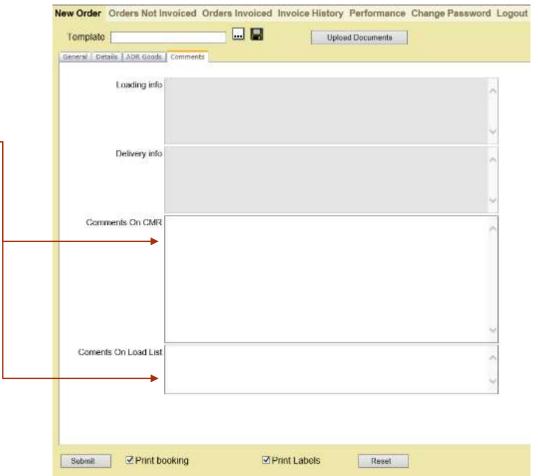






E. Comments.

- Here you can add additional information about the transport.
 - **Examples**:
 - ▶ Call 30 min before delivery to ...
 - ▶ Deliveyr with taillift necessary.
 - ▶ Do not stack the goods by loading.
 - ► Ect...
- *TIP: If you filled out Loading Hours, Delivery Hours and contact person on the general tab, this information will automatically be entered here in the comments tab and on the CMR..





F. Extra Tools

- - What's a template: An order with always the same Order Detail information & comments, this makes you easier for using it again.
 - ► Create & save a template: After you completed the order and before you click on "submit", you type a name in the textbox next to template and then click on the diskette. Now your template has been saved and you are able to use it again.
 - Search a template: To search a template you either type in a part of the name, or you just immediately click on the button. If you entered a name, or a partial name you will only get the results matching that. If you entered nothing you will get all the saved templates. You can also deleted the templates after clicking on .
 - **How to change a template:** by selecting a template, you can make the necessary changes, write the same name in the textbox and click on the diskette to overwrite your template.
- ▶ B. Print a booking
 ▶ This function allows you to print a copy of the booking you made.
 - When you complete your order and "Print Booking" is activated, you click on "Submit" and a "popup" will appear with a copy of the order. Then you can either save it or print it.



F. Extra Tools.

C. Print Labels

- ▶ After you have submitted your booking(s), you can easily print the labels out of the system.
- Go to "Orders Not Invoiced" and choose



Which stands before your order and then scroll down to see the print labels Print

D. Print Loading List(please contact us for activation)

- After you have submitted your booking(s), you can easily print the loading list out of the system.
- Go to "Orders Not Invoiced" and click on :



*TIP: If you make only one booking, you can better print immediately the labels. If you make more, you can better wait till the last booking is done.





G. Real Time Following up of your shipment.

- After your booking you will receive a **Booking Confirmation**.
- In case of any problem you can speak with your dedicated contact person.

<u>Shipper</u>	
Name	ABC nv
Address	Stationstraat 1
PC/City	2610 Wilrijk
Loading Ref	POA1548
Request Collection Date	27/01/2015
Opening Hours	AM: - PM: -

Consignee	
Name	123 BVBA
Address	Melkweg 100
PC/City	3600 Genk
Delivery Ref	Anita de Paepe
Inco Terms	DAP
Request Delivery Date	28/01/2015
Opening Hours	AM: - PM: -

Order

Quantity	Unit Code	Description	Weight	Volume	Ldm	Freight Weight	Goods Dimensions
1	Paletten	Kruiskoppeling	32	0,000	0,60	1110	

To Track & Trace your shipment, you can easily click on the following link: http://portal.cgeerts.be/TrackTrace

For any other questions, please contact your regular contact person.

Kind Regards,

Custumor service from Corneel Geerts Transportgroup.



G. Real Time Following up of your shipment

After this confirmation you can receive each new FOLLOW UP STATUS of your shipment .

- Different status messages :
 - ▶ Planned for Loading
 - On route with Estimated Time of Arrival
 - Loaded
 - ► Loaded with damage
 - ► Loaded from depot
 - ► Loaded from depot with damage
 - Planned for delivery
 - Unloaded
 - Unloaded with damage
 - Unloaded in depot
 - Unloaded in depot with damage
 - ▶ Negative Reporting: With remark what happened wrong & action point to solve it.

Dear Mrs, Mr,

New status of your shipment: (117) Transport Underway - ETA: 28/01/2015 10:41:27 To Track & Trace your shipment, you can easily click on the link below.

The following data has been processed:

Order	
Your Ref	44559
Our Ref	CG-430338

en acceptant		Consignee			
<u>Shipper</u>		Name	123 BVBA		
Name	ABC nv	Address	Melkweg 100 3600 Genk Anita de Paepe		
Address	Stationstraat 1	PC/City			
PC/City	2610 Wilrijk	Delivery Ref			
Loading Ref	POA1548	Inco Terms	DAP		
Request Collection Date	27/01/2015	Request Delivery Date	28/01/2015		
Opening Hours	AM: - PM: -	Opening Hours	AM: - PM: -		

Order

Quantity	Unit Code	Description	
1	Paletten	Kruiskoppeling	

To Track & Trace your shipment, you can easily click on the follwing link:

http://portal.cgeerts.be/TrackTrace

For any other questions, please contact your regular contact person.

Kind Regards,

Custumor service from Corneel Geerts Transportgroup.



G. Real Time Following up of your shipment

If you click on the Link in the mail you can find a total overview from each status of this shipment.

► Link → http://portal.cgeerts.be/TrackTrace

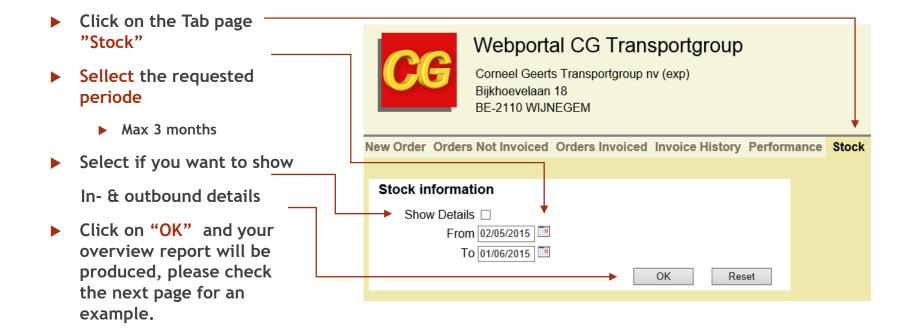


© 2015 Corneel Geerts Transportgroup B-2110 Wijnegem, B-8530 Harelbeke, B-3630 Maasmechelen Telephone; +32 (0)3/326,20.00, FAX: +32 (0)3/326,25.68



Stock Control

4. Stock Control





Stock Control

Report

- Report will always be published in a new web page.
- ▶ Here you find an example of a Warehouse Stock Report with Detail:



Corneel Geerts Transport nv

Bijkhoevelaan 18 BE-2110 Wijnegem

Telephone: +32 (0)3/326.20.00 FAX: +32 (0)3/326.25.68

Corneel Geerts Transportgroup nv (exp) Bijkhoevelaan 18 BE-2110 WIJNEGEM

		PICK IN		PICK OUT		STOCK	
ARTICLE CODE	ARTICLE NAME	UNITS	PIECES	UNITS	PIECES	UNITS	PIECES
CDR-250	CDR (250 STUKS)	10				10	
28/05/2015 28/05/2015	WIJNEGEM WIJNEGEM	5 5					
DVDR-250	DVD-R (250 STUKS)	10	150			10	150
28/05/2015	WIJNEGEM	10	150				

► TIP: Please check if your pop-Up blocker is off to create this report.



Orders not invoiced

5. Orders not invoiced

Here you can find an overview of orders that haven't been invoiced yet with the most important information shown.



- TIP: With the icon you can add a filter to minimize your results.
 - With the icon you can export the list.
 - With the icon you can refresh your page.
 - With the icon you can open a more detailed view of the order.



Orders Invoiced

6. Orders Invoiced

► The orders Invoiced tab gives you an overview of the orders that already have been invoiced with the most important info. The orders where there was a deviation in delivery time are marked in yellow with an exclamation mark. Orange is an order with a comment.



- TIP: Tip: With the icon you can add a filter to minimize your results.
 - With the icon you can export the list.
 - With the icon you can refresh your page.
 - With the icon you can open a more detailed view of the order.
 - Indicates an order with delay.
 - Indicates an order with a comment.



Order Detail

7. Order Detail

rder Info								
Order Nur	nber 00 484987			Loading Reference				
Shipper Refere				Delivery Reference 1121	14253			
* DEST 120 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	atus UNLOAD			Schoduled Leading Date: 19/0	8/2015			
Load Add	ress appu centrale 224 bredahae	n, bezkoen, 217 j		Requested Loading Date 19/0	8/7015			
Delivery Add	1985 Meyt Trucks 4 Leenstrast,	Zingem, 9730, B.A						
Delivery Condit	fors DOU DELIVERY DUTY UNPAID	-		Scheduled Delivery Date, 2010	8/2015			
Estra Como	nent	¢		Requested Delivery Date 200 Real Delivery Date 200				
Order Details	Unit I	Number Of Units	Weight		Volume	LDM		Pric
	Polists (euro 6/8/1/2)		895		0,000	0,40		
Order Status	Date	Status		Location	Name			
	19/05/2015 00 00	PLANNED_FOR_LOADING		BE-2170 MERKSEM	ACCU CEN	TRALE		
	19050935 14.50	DOCUME AND RECTIVED			1 -00.00001			
	19/08/2015 15:02 20/08/2015 00:08	PLANNED FOR DELIVERY		DE-2170 MERKSEM	ACCU CEN			
	20/08/2015 12/15	UNLOAD		BE-9750 ZINGEM	Riegt Tracks Next Tracks			
	Delivery Con			(New York Stroken)	I reconstruction			
Code								
Comments								
		-3						
Action								
P.C.		0						
	Back	Print	Pik	nt Labels		Doramesés	Upload Documents	

▶ The order detail gives you a complete view of you order with prices and dates. At the bottom of the page you can find three buttons.



Order Detail

7. Order Detail

TIP:

- lf you click on this button you will be returned to the page you was visiting before.
- With this button you can print your order or save it to a location you prefer
- You can easily print your own labels for putting on the goods by clicking on this label.
- With this button you can still Upload extra documents or you can find all Uploaded documents about this order
- By clicking this button you will get an overview of all documents available for that order. You will find the Proof Of Delivery of your shipments (POD) here.
- If the documents button is disabled like this, this means there are no documents available for that order at this moment.



Invoice History

8. Invoice History

Invoice History gives you an overview of the invoices with the most important information like payment status, invoice date,...



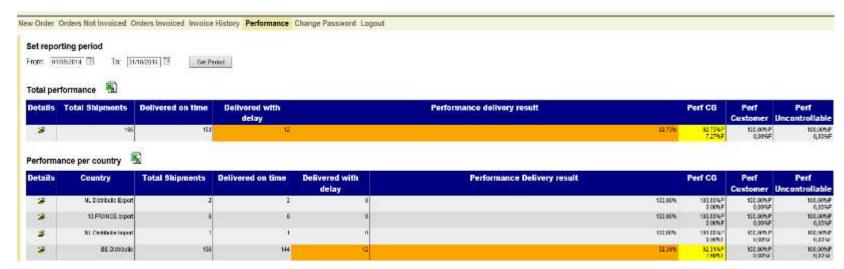
- ▶ TIP: 🧃 With the icon you can add a filter to minimize your results.
 - With the icon you can export the list.
 - With the icon you can refresh your page.
 - With the icon you can open a more detailed view of the order.



Performance

9. Performance

- Maybe one of the most interesting pages is the Performance page.
- Here you can accurately see the performance of your orders. You get a picture of the overall performance and a performance divided into 3 parts.
 - ► The first part is the performance of CG itself.
 - ▶ The second part is the performance of the customer.
 - ▶ The third part is a performance based on uncontrollable events.
- This way you get a clear picture of your cooperation with Corneel Geerts. The use of color makes it even easier to quickly detect abnormalities. These detailed performance statistics are only valid for shipments in the selected period.



▶ TIP: When you click on the In the second part of this page you can find the performance by country with the same characteristics as the performance above.



Performance in detail

10. Performance in detail

- When you clicked the icon you get a detailed view of the orders.
 - ▶ You can even see the reason of the delay
 - ▶ The action taken by the operator to rectify the situation.
 - In the fault column, you can see who is responsible for the delay.



▶ TIP: With the 📳 icon you can export the list.



Change Password

11. Change Password

- ▶ At this page you can change your password.
 - ► Type the old password
 - ► The new password
 - As a confirmation a second time the new password.
- ▶ There are some rules about the length and form of the password and this for your own protection.



▶ TIP: If different people have the password, make sure that there are clear agreements about changing the password.



Log Out

12. Log Out

▶ To Log out the Web-Portal, click on

and you will be returned to our Home Page.





CG Web-Portal Presentation

Thank you for your attention

Corneel Geerts Transportgroup nv

Kevin Geerts I General Manager **Tel** I +32 3 360 57 59

E-mail I kevin.geerts@geertstransport.com