

PRE-NOTIFICATION AT THE CENTRAL GATE



STEP BY STEP MANUAL

Website

1. Visit our website <http://www.port.helsingborg.se/>, change language



1.2. Log in



User id

1. Enter your personal user ID.


Password


2. Enter password

Login

3. Click here to log in.

2. Register





Logout	Arbetsorder nr	Truck id	Transportör	Ankomstdatum		Öppna	Skriv ut
Sök	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>		<input type="button" value="Öppna"/>	<input type="button" value="Skriv ut"/>
<div style="display: flex; justify-content: space-around;"> Full in Full out TOM IN Empty in for Export TOM UT Transit only </div>							

1. Enter truck registration number.

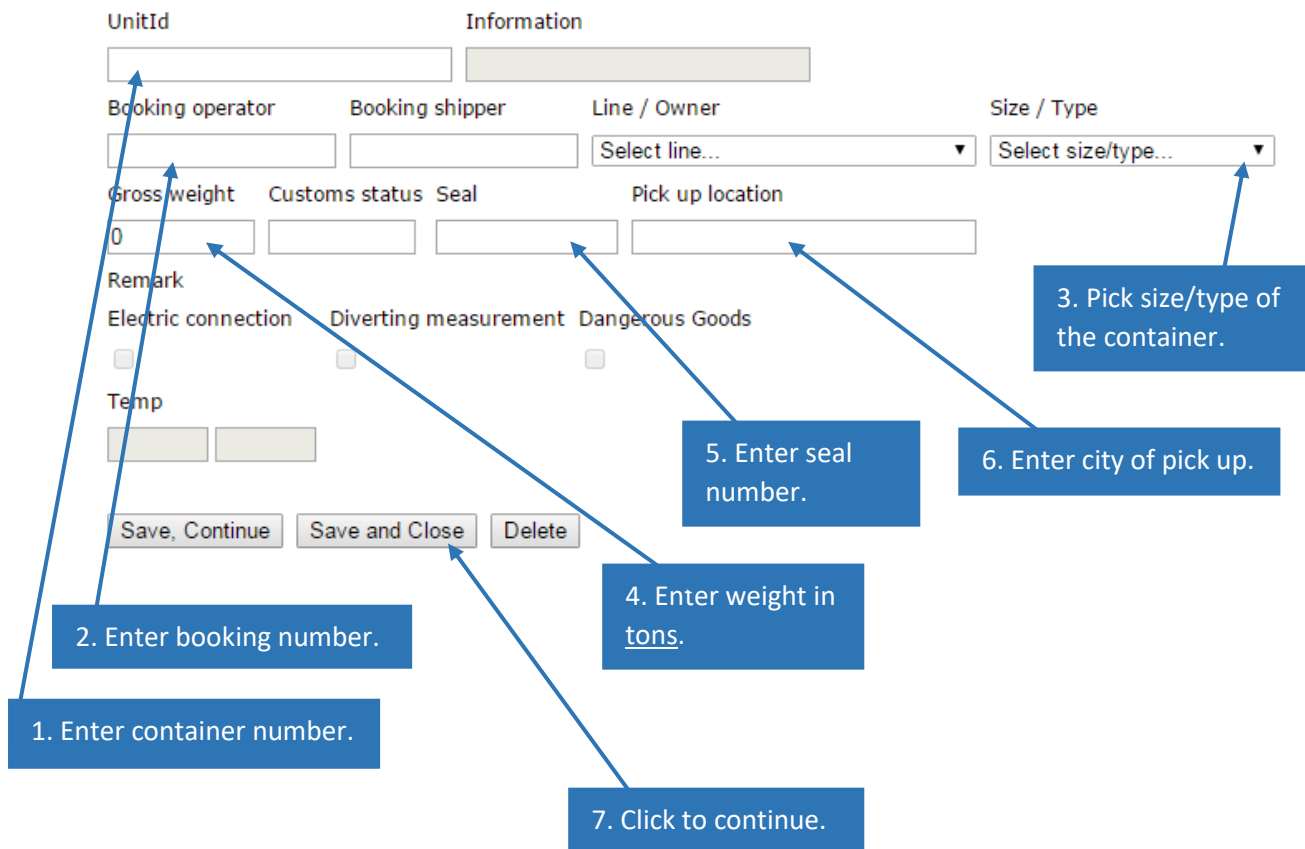
2. Click here to continue.

1a. Fill in first time and then it auto fills.

2.1 Full container in (export)

"Electric connection" Check temp! If incorrect, please contact staff at The Gate.

"Diverting measurement" and "Dangerous Goods" cannot be pre-notified. Please contact staff at The Gate.



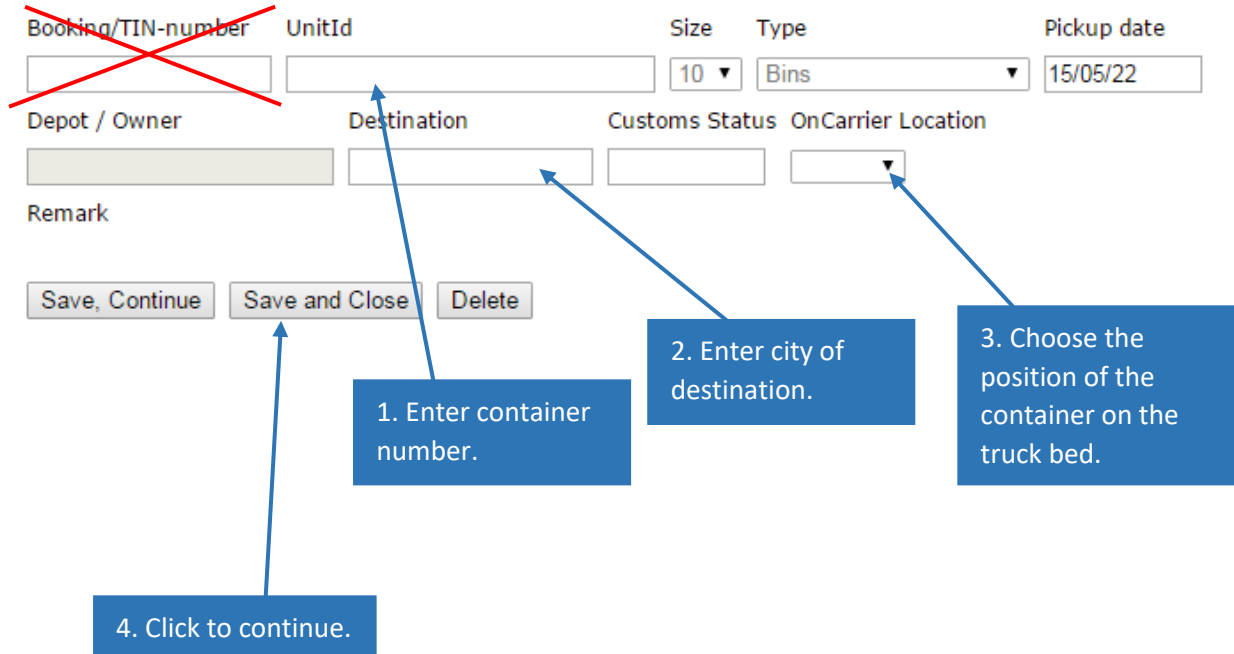
The form is titled "UnitId" and "Information". It contains the following fields and instructions:

- 1. Enter container number.** Points to the "UnitId" input field.
- 2. Enter booking number.** Points to the "Booking operator" input field.
- 3. Pick size/type of the container.** Points to the "Size / Type" dropdown menu.
- 4. Enter weight in tons.** Points to the "Gross weight" input field.
- 5. Enter seal number.** Points to the "Seal" input field.
- 6. Enter city of pick up.** Points to the "Pick up location" input field.
- 7. Click to continue.** Points to the "Save, Continue" button.

Other fields and options include:

- "Booking shipper" input field.
- "Line / Owner" dropdown menu (labeled "Select line...").
- "Customs status" input field.
- "Diverting measurement" checkbox.
- "Dangerous Goods" checkbox.
- "Temp" input field.
- "Remark" input field.
- Buttons: "Save, Continue", "Save and Close", and "Delete".

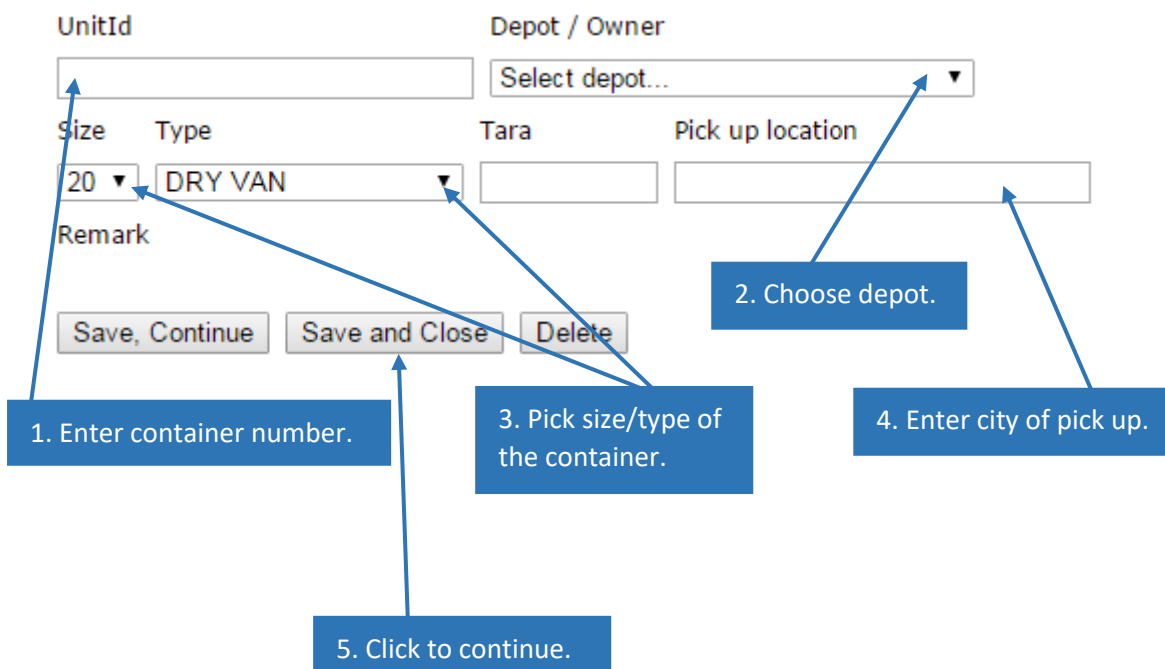
2.2 Full container out (import)



The form for 'Full container out (import)' includes the following fields and instructions:

- Booking/TIN-number**: A red 'X' is drawn over this field.
- UnitId**: Field for entering the container number. **1. Enter container number.**
- Size**: Dropdown menu showing '10'. **2. Enter city of destination.**
- Type**: Dropdown menu showing 'Bins'. **3. Choose the position of the container on the truck bed.**
- Pickup date**: Field showing '15/05/22'.
- Depot / Owner**: Field with a grey background.
- Destination**: Field for entering the city of destination.
- Customs Status**: Field.
- OnCarrier Location**: Field with a dropdown arrow.
- Remark**: Text area for additional notes.
- Buttons**: 'Save, Continue', 'Save and Close', and 'Delete'.
- 4. Click to continue.**: Points to the 'Save, Continue' button.

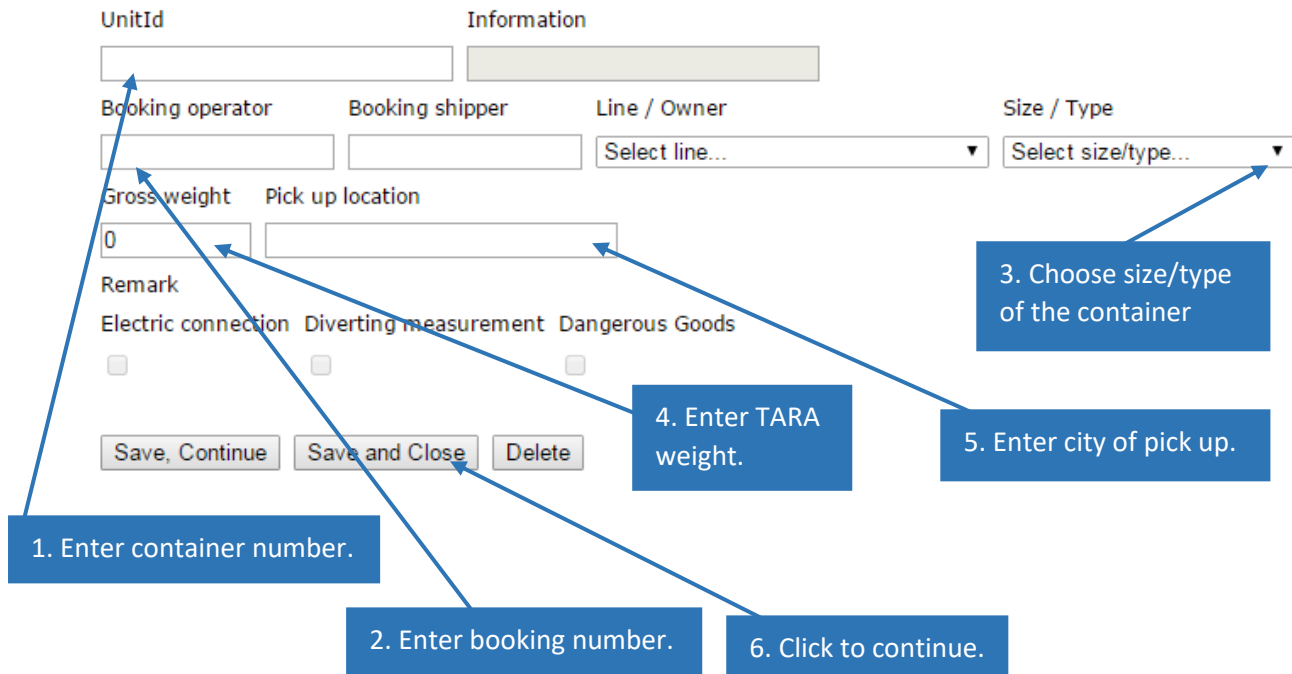
2.3 Empty container in (for depot)



The form for 'Empty container in (for depot)' includes the following fields and instructions:

- UnitId**: Field for entering the container number. **1. Enter container number.**
- Depot / Owner**: Dropdown menu showing 'Select depot...'. **2. Choose depot.**
- Size**: Dropdown menu showing '20'. **3. Pick size/type of the container.**
- Type**: Dropdown menu showing 'DRY VAN'. **3. Pick size/type of the container.**
- Tara**: Field.
- Pick up location**: Field. **4. Enter city of pick up.**
- Remark**: Text area for additional notes.
- Buttons**: 'Save, Continue', 'Save and Close', and 'Delete'.
- 5. Click to continue.**: Points to the 'Save, Continue' button.

2.4 Empty unit in for Export (with booking number)



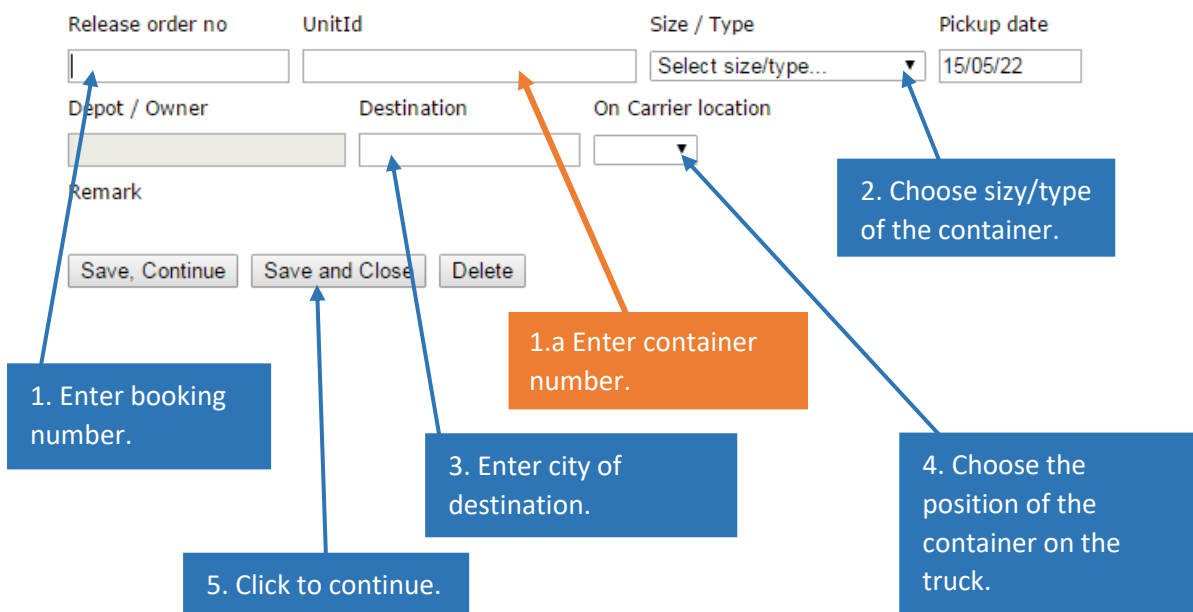
The form contains the following fields and controls:

- UnitId**: Text input field.
- Information**: Text input field.
- Booking operator**: Text input field.
- Booking shipper**: Text input field.
- Line / Owner**: Dropdown menu with "Select line..." text.
- Size / Type**: Dropdown menu with "Select size/type..." text.
- Gross weight**: Text input field with "0" entered.
- Pick up location**: Text input field.
- Remark**: Text input field.
- Electric connection**: Checkbox.
- Diverting measurement**: Checkbox.
- Dangerous Goods**: Checkbox.
- Buttons**: "Save, Continue", "Save and Close", and "Delete".

Numbered instructions for the form:

1. Enter container number. (points to UnitId)
2. Enter booking number. (points to Booking operator)
3. Choose size/type of the container (points to Size / Type dropdown)
4. Enter TARA weight. (points to Gross weight)
5. Enter city of pick up. (points to Pick up location)
6. Click to continue. (points to Save, Continue button)

2.5 Empty container out



The form contains the following fields and controls:

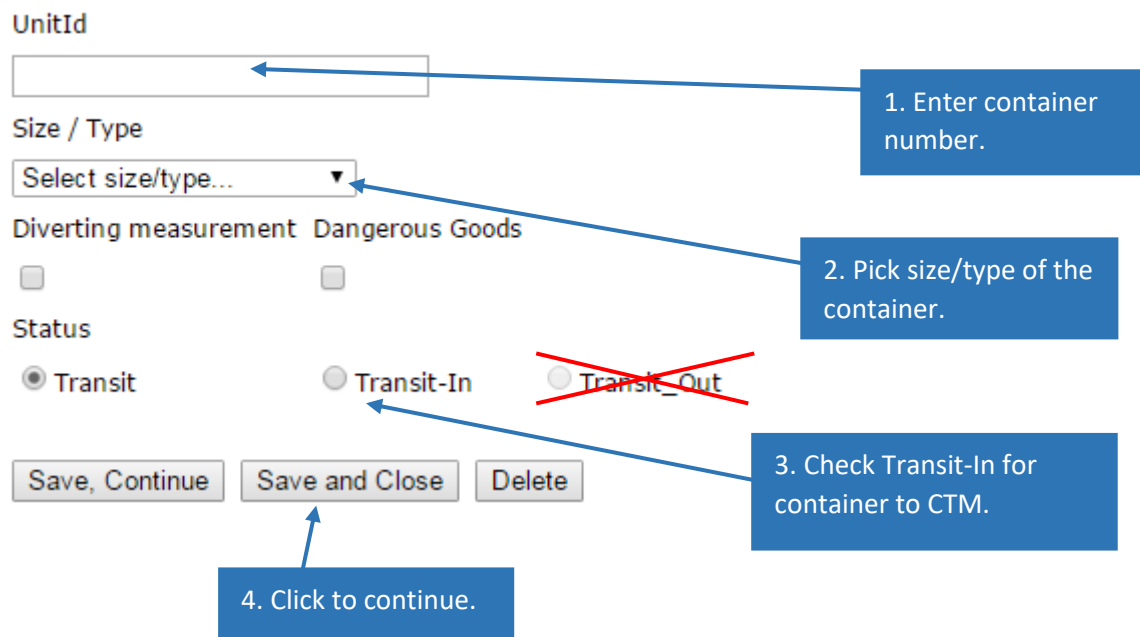
- Release order no**: Text input field.
- UnitId**: Text input field.
- Size / Type**: Dropdown menu with "Select size/type..." text.
- Pickup date**: Text input field with "15/05/22" entered.
- Depot / Owner**: Text input field.
- Destination**: Text input field.
- On Carrier location**: Dropdown menu.
- Remark**: Text input field.
- Buttons**: "Save, Continue", "Save and Close", and "Delete".

Numbered instructions for the form:

1. Enter booking number. (points to Release order no)
- 1.a Enter container number. (points to UnitId)
2. Choose size/type of the container. (points to Size / Type dropdown)
3. Enter city of destination. (points to Destination)
4. Choose the position of the container on the truck. (points to On Carrier location dropdown)
5. Click to continue. (points to Save, Continue button)

2.6 Transit (Conteam Repair)

Pick up at Conteam? They will advise it for you!



The screenshot shows a web form for container transit. It includes fields for UnitId, Size / Type, and checkboxes for Diverting measurement and Dangerous Goods. The Status section has radio buttons for Transit, Transit-In, and Transit_Out (which is crossed out with a red X). At the bottom are buttons for Save, Continue, Save and Close, and Delete. Four blue callout boxes with arrows provide instructions: 1. Enter container number. (points to UnitId), 2. Pick size/type of the container. (points to Size / Type), 3. Check Transit-In for container to CTM. (points to Transit-In), and 4. Click to continue. (points to Save and Close).

UnitId

Size / Type

Diverting measurement Dangerous Goods

Status

Transit Transit-In ~~Transit_Out~~

Save, Continue Save and Close Delete

1. Enter container number.

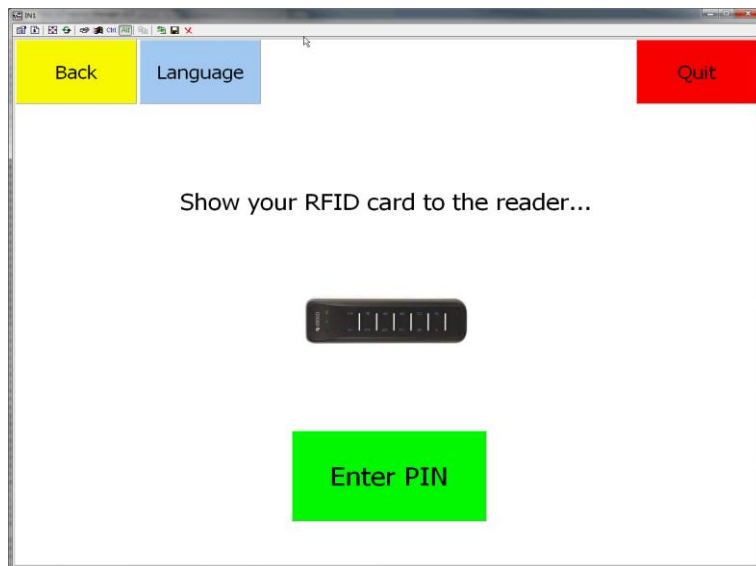
2. Pick size/type of the container.

3. Check Transit-In for container to CTM.

4. Click to continue.

At the gate

1. Identification



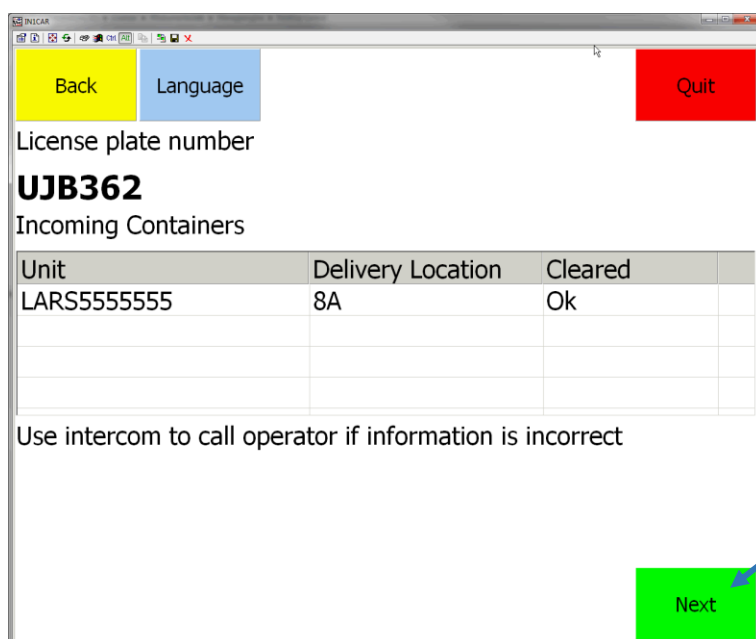
Back Language Quit

Show your RFID card to the reader...

Enter PIN

1. Place your personal RFID card to the reader above the screen.

2. In-coming container



Back Language Quit

License plate number
UJB362

Incoming Containers

Unit	Delivery Location	Cleared
LARS555555	8A	Ok

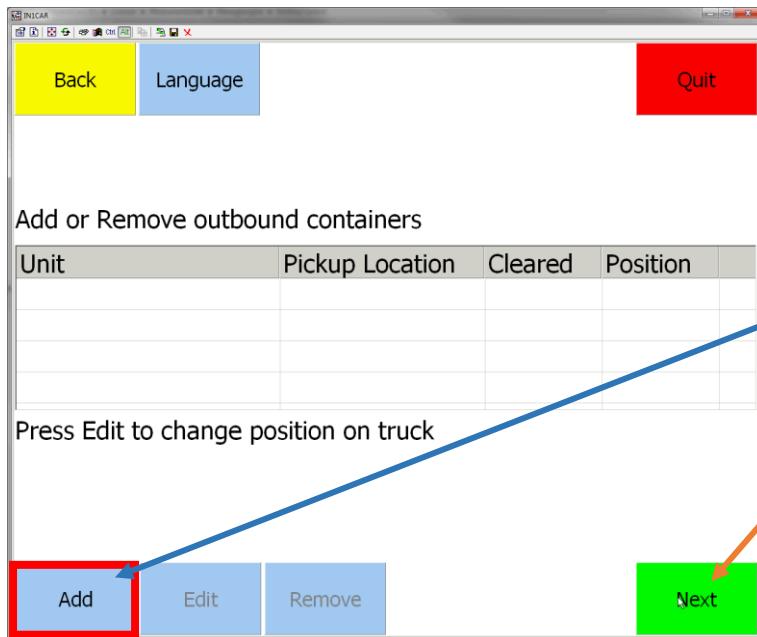
Use intercom to call operator if information is incorrect

Next

1. Check for correct container number and license plate.

2. Click to continue.

3. Out-bound container



Back Language Quit

Add or Remove outbound containers

Unit	Pickup Location	Cleared	Position

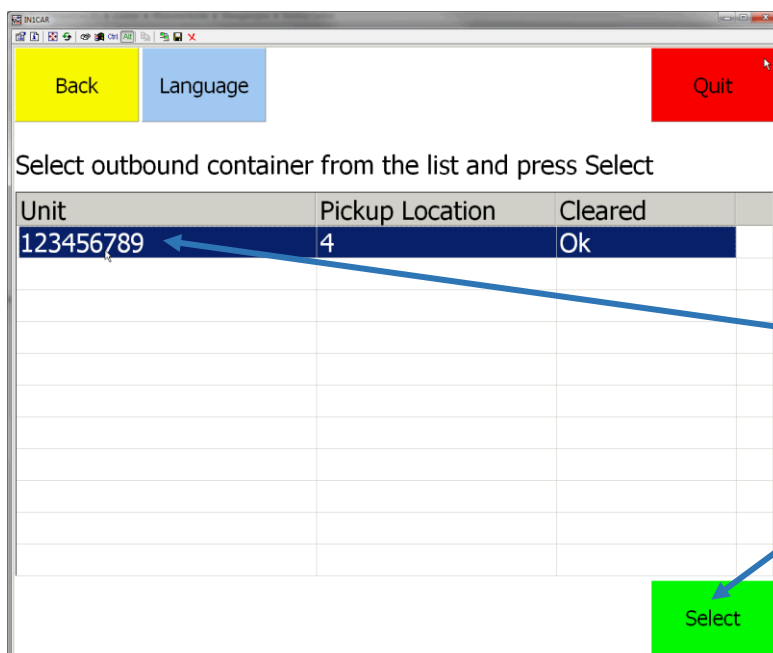
Press Edit to change position on truck

Add Edit Remove Next

1. Click here to select pick up.

1a. Note! If no pick-up, click to continue.

3.1 Choose pick-up



Back Language Quit

Select outbound container from the list and press Select

Unit	Pickup Location	Cleared
123456789	4	Ok

Select

1. Select pick-up order.

2. Click to continue.

3.3 Container position on truck

The screenshot shows a window titled 'INICAR' with a menu bar at the top containing 'Back' (yellow), 'Language' (blue), and 'Quit' (red). The main area has the text 'Select position on truck for container' and three blue buttons labeled 'Rear', 'Middle', and 'Front'.

1. Choose position for the container on the truck bed.

3.4 Continue or select more

The screenshot shows a window titled 'INICAR' with a menu bar at the top containing 'Back' (yellow), 'Language' (blue), and 'Quit' (red). The main area has the text 'Add or Remove outbound containers' and a table with the following data:

Unit	Pickup Location	Cleared	Position
123456789	4	Ok	Middle

Below the table is the text 'Press Edit to change position on truck'. At the bottom, there are four buttons: 'Add' (blue), 'Edit' (blue), 'Remove' (blue), and 'Next' (green). Arrows from external text boxes point to these buttons.

1. Check that everything is correct.

2. Note! Click "Add" again if more than 1 pick up order. Repeat the process 3-3.3.

Click on "Edit" to change container position on the truck and "Remove" to delete pick up order.

2a. Click to continue.

3.5 Confirm assignment

The screenshot shows a web application window titled "IN1 CAR". At the top, there are three buttons: "Back" (yellow), "Language" (blue), and "Quit" (red). Below these buttons, the text "Confirm the following tasks or press Back" is displayed. There are two tables. The first table has two columns: "Unit" and "Delivery Location". The second table has three columns: "Unit", "Pickup Location", and "Position". At the bottom of the window, there are two green buttons: "Confirm" and "Confirm and Print".

Unit	Delivery Location
LARS5555555	8A

Unit	Pickup Location	Position
123456789	4	Middle

Click to confirm. No ticket.

Click to confirm. Receive ticket with date, time and drop or pick up location.

Note! Do NOT confirm if incorrect information is displays on the screen. Contact gate staff!

Here you can see what units you should pick-up or drop-off

Here you can see drop-off or pick-up location