

ITD Tips and Trick : How to avoid double booking

To check if booking is already entered in the system. e.g. Sony

1) Go to Shipment Booking, then Schedule Board, Enter client name to search at Shipper.

Shipment Booking | **Schedule Board** | Monitoring | Browser

Pickup - MOT Status Shipper Trucker Plate

SEARCH

Bookno	MOT	Shipper	Pickup	Destn	NOG	MOS	Payment	Qty	Type	Volume	Weight	Remarks	Status	Trucker / Plate
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2) Click the Search Button, then click pickup column title of the browser 2 times to sort.

Shipment Booking | Schedule Board | Monitoring | Browser

Pickup - MOT Status Shipper Trucker Plate

SEARCH

Bookno	MOT	Shipper	Pickup ▲	Destn	NOG	MOS	Payment	Qty	Type	Volume	Weight	Remarks	Status	Trucker / Plate	View
BSA75P	Sea	SONY PHILIPPINES, INC.	Mar 12, 2013	VAR	APPLIANCES	DD	Prepaid		UNITS	8.00000		LCL & AIR	Booking		View
BSFGUQ	Sea	SONY PHILIPPINES, INC.	Mar 11, 2013	VAR	APPLIANCES	DD	Prepaid		UNITS	4.00000			Booking		View
BSTQYL	Sea	SONY PHILIPPINES, INC.	Mar 11, 2013	VAR	APPLIANCES	DD	Prepaid		UNITS	8.00000		Via AIR	Served	ENAT : tyz546	View
BS4KES	Sea	SONY PHILIPPINES, INC.	Mar 11, 2013	VAR	APPLIANCES	DD	Prepaid		UNITS	8.00000		AIR	Served	ENAT : tyz783	View
BSYMNW	Sea	SONY PHILIPPINES, INC.	Mar 9, 2013	VAR	APPLIANCES	DD	Prepaid	10.0	UNITS	4.00000			Served	ENAT : 546	View
BSXHQT	Sea	SONY PHILIPPINES, INC.	Mar 9, 2013	VAR	APPLIANCES	DD	Prepaid		UNITS	8.00000		LCL	Served	ENAT : RML579	View
BS7ZM5	Sea	SONY PHILIPPINES, INC.	Mar 9, 2013	VAR	APPLIANCES	DD	Prepaid		UNITS	6.00000			Served	ENAT : .	View
BSKU2Q	Sea	SONY PHILIPPINES, INC.	Mar 8, 2013	VAR	APPLIANCES	DD	Prepaid	81.0	UNITS	8.00000		LCL	Served	ENAT : 783	View
BSNEZU	Sea	SONY PHILIPPINES, INC.	Mar 7, 2013	VAR	APPLIANCES	DD	Prepaid		UNITS	4.00000		AIR FREIGHT	Served	ENAT : WLT-484	View
BSZMC6	Sea	SONY PHILIPPINES, INC.	Mar 6, 2013	VAR	APPLIANCES	DD	Prepaid		UNITS	8.00000		LCL	Served	ENAT : 916	View

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The first record is the last pickup of said client, then you'll avoid double booking.