

## Introduction

Various flags can be displayed for a Shipment and Movement that indicate certain status-type information. A Shipment can display a flag for being over-weight, over-dimension, contains hazardous items, or contains special instructions. Note – the over-dimension flag is only for a Shipment/Movement with LTL (i.e. Less Than Truck Load) or Parcel Equipment Types. A Movement can display a flag for being over-weight, over-dimension or contains hazardous items.

These flags are shown on the **Movement/Shipment Summary** screen under a **Flags** column. This column is shown if at least one Shipment or one Movement on the screen has a flag set.

## **Configuring the Flags Functionality**

1. Login to the One Network System.

 To set the "Overweight" flag on a Shipment, first navigate to Administration -> Equipment Settings and add an Equipment Setting for Equipment such as "Container". On the Equipment Settings Detail screen, set the "Max Weight" field to a certain value.

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3. Navigate to Transportation → Awaiting and create or locate a single-shipment movement with the Equipment whose Equipment Setting was created in the step directly above.

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4. Select the Shipment Number hyperlink to display the **Shipment Details** screen.

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5. On the **Shipment Details** screen, select the "Content" tab and set the Shipment Line weight so it exceeds the "Max Weight" specified on the Equipment Setting.

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 Locate the shipment on the Shipment Summary screen. In the "Flags" column, there will be a flag for "Overweight" – the user can mouse over the flag to see its name. There is also a checkbox on the Shipment Header that will be automatically checked and is read-only for Over Weight.

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7. To set the "Over Dimension" flag on a Shipment, first navigate to Administration -> Equipment Settings and add an Equipment Setting for an LTL Equipment such as "LTL Reefer" (Note – Equipment must be LTL or Parcel). On the Equipment Settings Detail screen, set the "Shipping Unit Length", "Shipping Unit Width" and "Shipping Unit Height" field ranges to certain values. Note – the over dimension flag will be set if any of the shipment header or line's length, width or height are outside of the equipment settings length, width or height.

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- 8. Navigate to Transportation  $\rightarrow$  Awaiting and create or locate a single-shipment movement with the Equipment whose Equipment Setting was created in the step directly above.
- 9. Select the Shipment Number hyperlink to display the **Shipment Details** screen.

10. On the **Shipment Details** screen, select the "Content" tab and set the Shipment Line Length, Width or Height so any of these values are outside of the Equipment settings length, width or height. Press the **Save** button to save this information.

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11. Locate the shipment on the Shipment Summary screen. In the "Flags" column, there will be a flag for "Overdimension" – the user can mouse over the flag to see its name. There is also a checkbox on the Shipment Header that will be automatically checked and is read-only for Over Dimension.

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12. To set the "Hazardous" flag on a Shipment, create or locate a single-shipment movement.

13. Select the Shipment Number hyperlink to display the **Shipment Details** screen and select the "Content" tab.

14. Select the "Hazardous" checkbox field in the Shipment Header and then select the "(Contact Info)" link next to the Hazardous checkbox and fill in the contact information. Enter information in the related fields located under the "Hazardous" checkbox - enter a Hazmat number in the "Number" field, enter a Proper Shipping Name (i.e. PSN) number in the "PSN" field and enter a Hazard class in the "Class" field. Press the Save button to save this information.

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15. Locate the shipment on the **Shipment Summary** screen. In the "Flags" column, there will be a flag for "Hazardous" – the user can mouse over the flag to see its name.

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-	Movement	Shipment	Flags	Shipper	Consignee	Links	Carrier	Pickup	Delivery	Status Reason	Ship With Group Ref	Stati
	GHTestMove1	•		CustomerA-Austin DC Austin, TX 78741	CustomerA-Dallas DC Dallas, TX 75244	НТР	CarrierC	Aug 26, 2013 2:21 PM - 2:21 PM CDT Appt Required	Aug 26, 2013 2:21 PM - 2:21 PM CDT Appt Required	Awaiting/ Ready To Tender		
	M-GHTestShip5	GHTestShip5	<b>*</b> •	CustomerA-Austin DC Austin, TX 78741	CustomerA-Dallas DC Dallas, TX 75244	НТР		Aug 26, 2013 3:45 PM - 3:45 PM CDT Appt Required	Aug 26, 2013 3:45 PM - 3:45 PM CDT Appt Required	Awaiting/ No Carriers in Tender Plan		
	M-GHTestShip11	GHTestShip11		CustomerA-Austin DC Austin, TX 78741	CustomerA-Dallas DC Dallas, TX 75244	НТР	CarrierC	Aug 28, 2013 9:53 AM - 9:53 AM CDT Appt Required	Aug 29, 2013 9:53 AM - 9:53 AM CDT Appt Required	Awaiting/ Ready To Tender		
	M-GHTestShip12	GHTestShip12	ŧ	CustomerA-Austin DC Austin, TX 78741	CustomerA-Dallas DC Dallas, TX 75244	НТР	CarrierC	Aug 26, 2013 2:21 PM - 2:21 PM CDT Appt Required	Aug 26, 2013 2:21 PM - 2:21 PM CDT Appt Required	Awaiting/ Ready To Tender	111	
	M-GHTestShip13	GHTestShip13	<b>`</b>	CustomerA-Austin DC Austin, TX 78741	CustomerA-Dallas DC Dallas, TX 75244	НТР	CarrierC	Aug 26, 2013 2:21 PM - 2:21 PM CDT Appt Required	Aug 26, 2013 2:21 PM - 2:21 PM CDT Appt Required	Awaiting/ Ready To Tender	111	
	M-GHTestShip14	GHTestShip14	ŧ	Hazardous flag	stomerA-Houston DC iston, TX 77002	НТР		Aug 26, 2013 2:21 PM - 2:21 PM CDT Appt Required	Aug 26, 2013 2:21 PM - 2:21 PM CDT Appt Required	Awaiting/ No Carriers in Tender Plan	111	
								Appt Required	Appr Required	riaii		

- 16. To set the "Special Instructions" flag on a Shipment, create or locate a single-shipment movement.
- 17. Select the Shipment Number hyperlink to display the **Shipment Details** screen and select the "Other Info" tab.

18. Select the "(Click to edit)" link next to the "Other" field under the "Special Instructions" section. Enter special instruction information. Press the **Save** button to save this information.

one   🏦 🚖 🕏 🛚	Shipment De	etails screen				CustomerATransMgr Transportation Manager	★- (?)	۲
Planning Transportation Sched	vi Financials O	other Info tab	mt Yard Management	Fleet Mgmt	Administration	Tools	by Shipment No	Q
waiting 🗷 Shipment - GHTestShip13 🗷 leader Content Codes	Other Info Schedule	Carrier Tracking	Documents					
Special Instructions Pickup: (Click to edit) Delivery: (Click to edit) Other: This is special ins Contact Informatic Pickup: (not set), Ph: (not s Delivery: (not set), Ph: (not set) Ph: (not set), Ph: (not set	ructions for this shipment et), Fax: (not set), (not set) et), Fax: (not set), (not set)		Other Special In	structions	]			
Balance Item: Buyer Id:		Booking Nun Carrie DA Comm	nber: rRef: ents:					

19. Locate the shipment on the **Shipment Summary** screen. In the "Flags" column, there will be a flag for "Special Instructions" – the user can mouse over the flag to see the special instructions information.

Ы	anning Transpor	tation Scheduling	Financials	Order Mgmt Report	s Contract Mgmt Ya	rd Manag	jement Fl	eet Mgmt Admini	stration Tools	by S	Shipment No	۶
٩w	aiting 🛞 Shipment - G	HTestShip13 (8)										
٩,	Filters (edit): [Retr	ieve For: Last 30 Days][	(Shipment: GH	TestShip*]								
	Movement	Shipment	Flags	Shipper	Consignee	Links	Carrier	Pickup	Delivery	Status Reason	Ship With Group Ref	Stat
	GHTestMove1	•		CustomerA-Austin DC Austin, TX 78741	CustomerA-Dallas DC Dallas, TX 75244	НТР	CarrierC	Aug 26, 2013 2:21 PM - 2:21 PM CDT Appt Required	Aug 26, 2013 2:21 PM - 2:21 PM CDT Appt Required	Awaiting/ Ready To Tender		
	M-GHTestShip5	GHTestShip5	₹.	CustomerA-Austin DC Austin, TX 78741	CustomerA-Dallas DC Dallas, TX 75244	НТР		Aug 26, 2013 3:45 PM - 3:45 PM CDT Appt Required	Aug 26, 2013 3:45 PM - 3:45 PM CDT Appt Required	Awaiting/ No Carriers in Tender Plan		
	M-GHTestShip11	GHTestShip11		CustomerA-Austin DC	CustomerA-Dallas DC	НТР	CarrierC	Aug 28, 2013 9:53 AM - 9:53 AM CDT Appt Required	Aug 29, 2013 9:53 AM - 9:53 AM CDT Appt Required	Awaiting/ Ready To Tender		
	M-GHTestShip12	GHTestShip12		Austin, 17 70741	Dawas, 1X 79244	НТР	CarrierC	Aug 26, 2013 2:21 PM - 2:21 PM CDT Appt Required	Aug 26, 2013 2:21 PM - 2:21 PM CDT Appt Required	Awaiting/ Ready To Tender	111	
	M-GHTestShip13	GHTestShip13	* 👄 🛊	CustomerA-Austin DC Austin, TX 78741	CustomerA-Dallas DC Dallas, TX 75244	НТР	CarrierC	Aug 26, 2013 2:21 PM - 2:21 PM CDT Appt Required	Aug 26, 2013 2:21 PM - 2:21 PM CDT Appt Required	Awaiting/ Ready To Tender	111	
	M-GHTestShip14	GHTestShip14	<b>*</b>	CustomerA-Austin DC Austin, TX 78741	CustomerA-Houston DC Houston, TX 77002	НТР		Aug 26, 2013 2:21 PM - 2:21 PM CDT Appt Required	Aug 26, 2013 2:21 PM - 2:21 PM CDT Appt Required	Awaiting/ No Carriers in Tender Plan	111	