## Quick Guide to Viewing a Shipment's Tender Plan

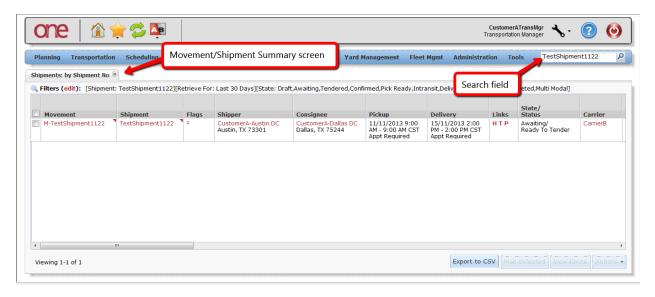


## Introduction

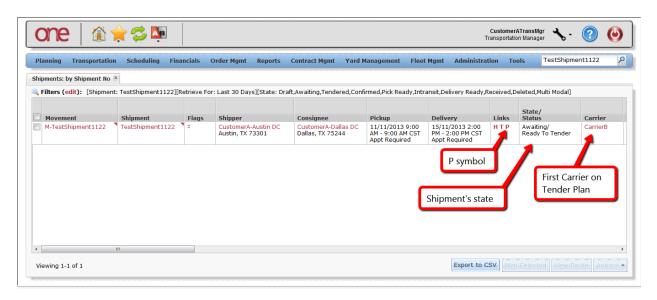
This document provides a quick guide explaining how to view a Shipment's Tender Plan in the One Network System. The Tender Plan contains a list of the Carriers that the Shipment can be tendered to. This list is initially determined by the corresponding Route for that Shipment.

## Viewing a Shipment's Tender Plan

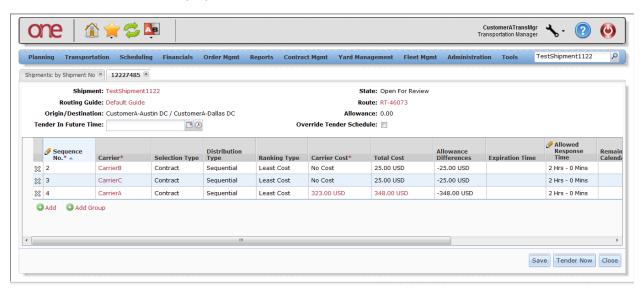
- 1. Login to the One Network System.
- 2. Locate a Shipment. This can be done by going to a specific **Transportation** screen (i.e. **Awaiting**, **Confirmed**, etc) or by searching for a Shipment using the **Search** field in the top right of the screen.
- 3. After locating a Shipment using the **Search** field, the shipment will be displayed on the **Movement/Shipment Summary** screen.



4. On the Movement/Shipment Summary screen, under the Links column, the "P" symbol is the link to display the Tender Plan. The State of the Shipment is also displayed on this screen under the State/Status column. In addition, there is a Carrier column which lists the name of the Carrier. If the Shipment is in the Awaiting state, this Carrier is the first Carrier on the Tender Plan. If the Shipment is in the Confirmed state, this is the Carrier that has accepted the Tender.



5. Select the "P" symbol which stands for "Tender Plan" to view this Shipment's Tender Plan. The **Tender Plan** screen will be displayed.



6. The list of Carriers is displayed. This list is determined by the corresponding Route for this Shipment (Note – the associated Route is listed on this screen under the **Route** field).

To remove a Carrier from the Tender Plan, select the "X" symbol next to that Carrier and then press the **Save** button.

The **Allowed Response Time** column shows the amount of time each Carrier will be given to accept or reject a Tender before it expires (Note – this time can be edited and changed if desired).

When the user wants to tender the Shipment to the list of Carriers on the Tender Plan, press the **Tender Now** button.

