



eModal PreGate System

Creating a PreGate

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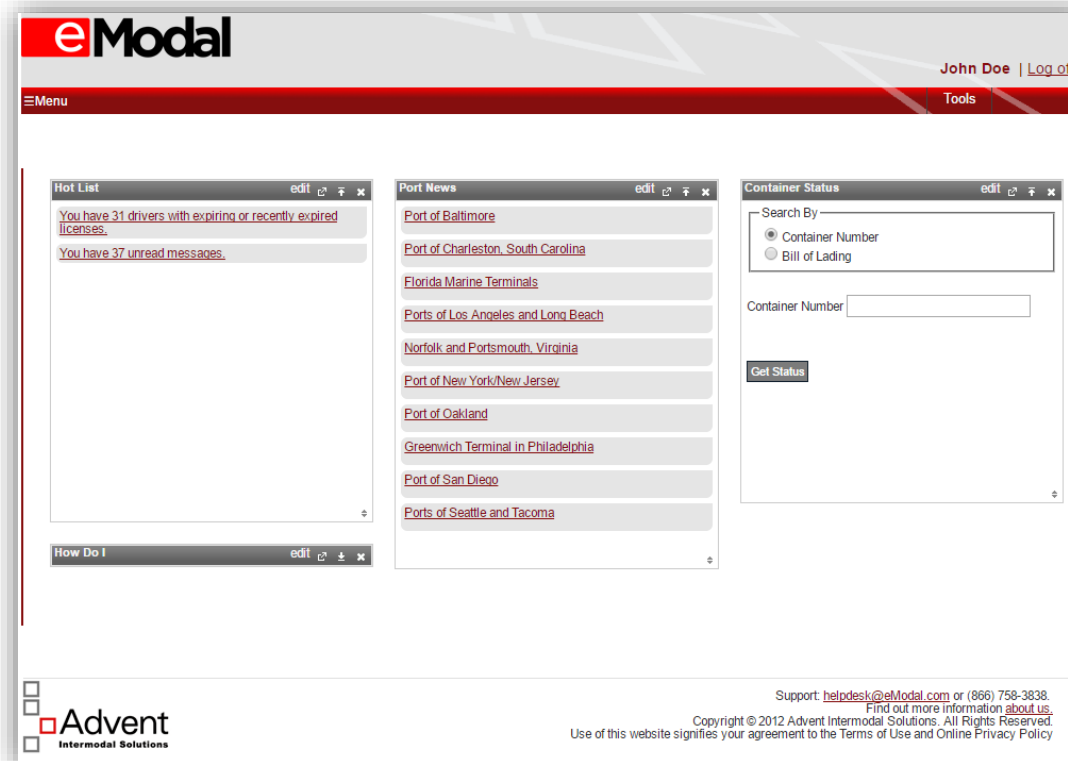


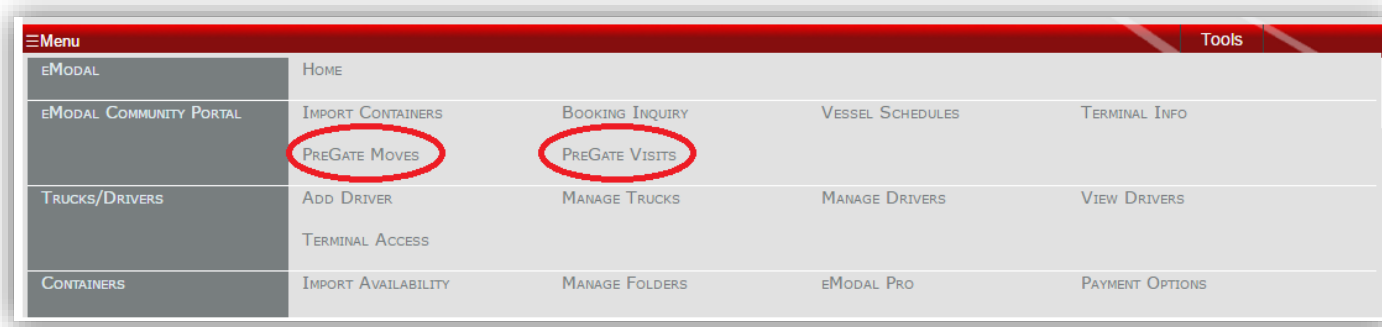
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1. eModal PreGate System

Upon logging into eModal, the user will be defaulted to the landing page. The user name located at the top right corner of the screen will display who is currently logged into the account. This is important to note as not all functions will be available depending on specific user permissions.





To access the PreGate System, you now have the option to view PreGates by

Move – Menu > eCP (eModal Community Portal) > PreGate Moves

Visit - Menu > eCP (eModal Community Portal) > PreGate Visits

My Gate Moves will display each of your moves individually by move type (i.e. Pick Import, Drop Export, Pick Empty, etc.)

Truck Visit will display a visit per line, and then all moves under that visit.

1.1 PreGate Moves / My Gate Moves

Once entered into the PreGate Moves, the user will be directed to the My Gate Moves screen. By default, the My Gate Moves screen will display in compressed mode with all of the user's PreGate moves filtered on current date or greater, and will display across all participating terminals. To expand the view, click on the "+" sign to the left of the individual move. If you have a dual move of example Drop Empty and Pick Import on one ticket, then you will see one line for the Drop Empty, and one line for the Pick Full, with both lines displaying the same Ticket number.

My Gate Moves

Export To Excel:

All

Page

Export

Search

Clear Search

Sort

Clear Sort

Edit	Ticket	Status	Line	Visit Date	Slot	Move Type	Container	Ref
+	B58-0617-00502	CONFIRMED	NYKS	2016-06-17	00:00:00 - 23:59:00	DROP EXPORT		6055732450
+	B58-0617-00503	ERROR	MAEU	2016-06-17	11:00:00 - 12:00:00	PICK IMPORT	MRKU2139365	
+	B58-0617-00504	ERROR	HJSC	2016-06-17	13:00:00 - 14:00:00	PICK IMPORT	CAIU2532405	
+	B58-0617-00505	ERROR	HJSC	2016-06-17	10:00:00 - 11:00:00	PICK IMPORT	CAIU2578535	
+	B58-0617-00506	ERROR	HLCU	2016-06-17	09:00:00 - 10:00:00	PICK IMPORT	BSIU2253833	
+	B58-0617-00507	ERROR	HJSC	2016-06-17	07:00:00 - 08:00:00	PICK IMPORT	BSIU9159243	
+	B58-0617-00508	ERROR	HJSC	2016-06-17	09:00:00 - 10:00:00	PICK IMPORT	BSIU9237900	
+	B58-0617-00509	ERROR		2016-06-17	07:00:00 - 08:00:00	PICK IMPORT	BMOU5761961	
+	N/A	ETSLAX-0617-00138	CANCELED	EGLV	2016-06-17	07:00:00 - 09:00:00	PICK IMPORT	TEMP7251970
+	N/A	ETSLAX-0617-00141	CONFIRMED	HJSC	2016-06-17	09:00:00 - 11:00:00	PICK IMPORT	TEMU7514985
+	N/A	ETSLAX-0624-00139	CONFIRMED	EGLV	2016-06-24	11:00:00 - 13:00:00	PICK IMPORT	TEMP1081939
+	N/A	ETSLAX-0624-00140	CONFIRMED	EGLV	2016-06-24	07:00:00 - 09:00:00	PICK IMPORT	TEMP7251970
+	N/A	VITNIT-0616-00661	CONFIRMED	EGLV	2016-06-16	10:00:00 - 11:00:00	DROP EXPORT	EISU3421560 60009380

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Total Count: 13

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My Gate Moves											
<div> <div>Export To Excel:</div> <div> <div>All</div> <div>Page</div> </div> <div>Export</div> </div> <div> <div>Search</div> <div>Q</div> <div>Clear Search</div> </div> <div> <div>Sort</div> <div>▼</div> <div>Clear Sort</div> </div>											
Edit	Ticket#	Status	Line	Visit Date	Slot	Move Type	Container#	Ref#			
			B58-0617-00502	CONFIRMED	NYKS	2016-06-17	00:00:00 - 23:59:00	DROP EXPORT	6055732450		
			B58-0617-00503	ERROR	MAEU	2016-06-17	11:00:00 - 12:00:00	PICK IMPORT	MRKU2139365		
			B58-0617-00504	ERROR	HJSC	2016-06-17	13:00:00 - 14:00:00	PICK IMPORT	CAIU2532405		
	Truck Plate	ISO	Terminal	Area	Block	Chassis	Own	Seal(S)	ExtMoveRef	ExtVisitRef	Trucker
		22R0	B58	2054	G		N				LoneStar Transportation Inc. TX
											Cancel By
											Last Modified Date
											2016-06-16 06:44
			B58-0617-00505	ERROR	HJSC	2016-06-17	10:00:00 - 11:00:00	PICK IMPORT	CAIU2578535		
			B58-0617-00506	ERROR	HLCU	2016-06-17	09:00:00 - 10:00:00	PICK IMPORT	BSIU2253833		
			B58-0617-00507	ERROR	HJSC	2016-06-17	07:00:00 - 08:00:00	PICK IMPORT	BSIU9159243		
			B58-0617-00508	ERROR	HJSC	2016-06-17	09:00:00 - 10:00:00	PICK IMPORT	BSIU9237900		

Clicking the “+” sign display further information related to the move.

The user can perform single ascending/descending sorting of columns by clicking on the column title and the ▼ or ▲ icons will change to indicate sort order. To perform advanced/multiple searches, see next section.

1.2 PreGate Visits / Truck Visit

Once entered into the PreGate Visits, the user will be directed to the Truck Visit screen. By default, the Truck Visit screen will display all of the user's PreGate visits in expanded mode for the current date or greater, and will display across all participating terminals. To collapse the view, click on the "-" sign to the left of the individual visit, or on top to compress all. You can then click again on "+" to expand individually or all. Each visit ticket will expand to show you all of the moves under that visit ticket.

Truck Visit												
<div> <div>Export To Excel:</div> <div> <div>All</div> <div>Page</div> </div> <div>Export</div> </div> <div> <div>Search</div> <div>Q</div> <div>Clear Search</div> </div> <div> <div>Sort</div> <div>▼</div> <div>Clear Sort</div> </div>												
—	Edit	Ticket#	Visit Date	Slot	Terminal	Truck Plate	Driver Name					
—		B58-0617-00505	2016-06-17	10:00:00 - 11:00:00	OICT	001						
		Move Type	Status	Slot	Line	Container#	Ref#	ISO	Area	Block	Chassis	Own
		PICK IMPORT	ERROR	10:00:00 - 11:00:00	HJSC	CAIU2578535		22R0	2054	G		No
		Trucker	Cancel By	Last Modified Date	Seal(S)							
		LoneStar Transportation Inc. TX		2016-06-16 06:52								
—		B58-0617-00502	2016-06-17	00:00:00 - 23:59:59	OICT							
		Move Type	Status	Slot	Line	Container#	Ref#	ISO	Area	Block	Chassis	Own
		DROP EXPORT	CONFIRMED	00:00:00 - 23:59:00	NYKS		6055732450	40DH		G		No
		Trucker	Cancel By	Last Modified Date	Seal(S)							
		(OTI) Okusono Transportation, Inc.		2016-06-13 11:33								
—		B58-0617-00509	2016-06-17	07:00:00 - 08:00:00	OICT	Test						
		Move Type	Status	Slot	Line	Container#	Ref#	ISO	Area	Block	Chassis	Own
		PICK IMPORT	ERROR	07:00:00 - 08:00:00		BMOU5761961						No
		Trucker	Cancel By	Last Modified Date	Seal(S)							
		LoneStar Transportation Inc. TX		2016-06-16 07:00								
—		B58-0617-00508	2016-06-17	09:00:00 - 10:00:00	OICT	003						
		Move Type	Status	Slot	Line	Container#	Ref#	ISO	Area	Block	Chassis	Own
		PICK IMPORT	ERROR	09:00:00 - 10:00:00	HJSC	BSIU9237900		4400	6001	G		No

Truck Visit

Search


Export To Excel: ☒ All ☐ Page

Sort

	Edit	Ticket	Visit Date	Slot	Terminal	Truck Plate	Driver Name
+	!	B58-0617-00505	2016-06-17	10:00:00 - 11:00:00	OICT	001	
+	!	B58-0617-00502	2016-06-17	00:00:00 - 23:59:59	OICT		
+	!	B58-0617-00509	2016-06-17	07:00:00 - 08:00:00	OICT	Test	
+	!	B58-0617-00508	2016-06-17	09:00:00 - 10:00:00	OICT	003	
+	!	B58-0617-00503	2016-06-17	11:00:00 - 12:00:00	OICT	Test913	Heather Gonz
+	!	B58-0617-00506	2016-06-17	09:00:00 - 10:00:00	OICT	004	
+	!	B58-0617-00507	2016-06-17	07:00:00 - 08:00:00	OICT	002	
+	!	B58-0617-00504	2016-06-17	13:00:00 - 14:00:00	OICT		
+	✓	N/A	ETSLAX-0624-00140	2016-06-24	07:00:00 - 09:00:00	Everport Terminal - Los Angeles	
+	✓	N/A	ETSLAX-0617-00142	2016-06-17	11:00:00 - 13:00:00	Everport Terminal - Los Angeles	
+	✓	N/A	ETSLAX-0617-00141	2016-06-17	09:00:00 - 11:00:00	Everport Terminal - Los Angeles	
+	✓	N/A	ETSLAX-0624-00139	2016-06-24	11:00:00 - 13:00:00	Everport Terminal - Los Angeles	
+	✓	N/A	VITNIT-0616-00661	2016-06-16	10:00:00 - 11:00:00	VIT-NIT	XA16713

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Total Count: 13

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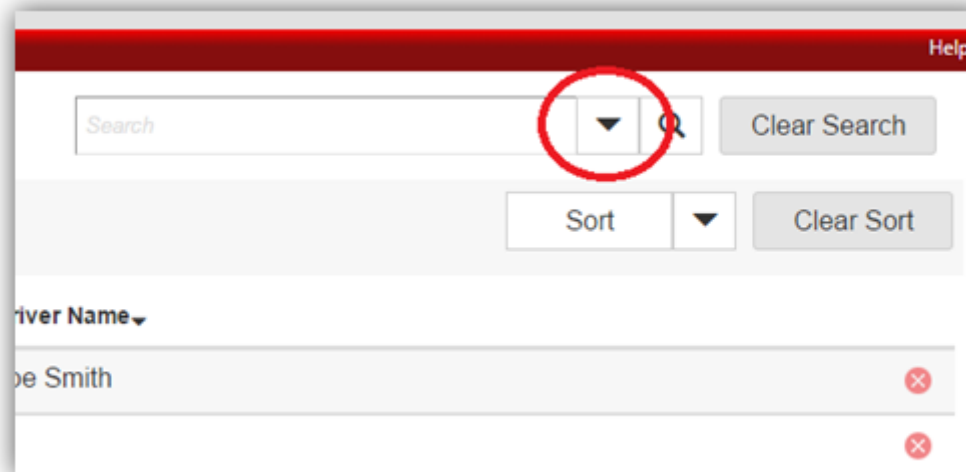
Support: helpdesk@EModal.com Or (866) 758-3838
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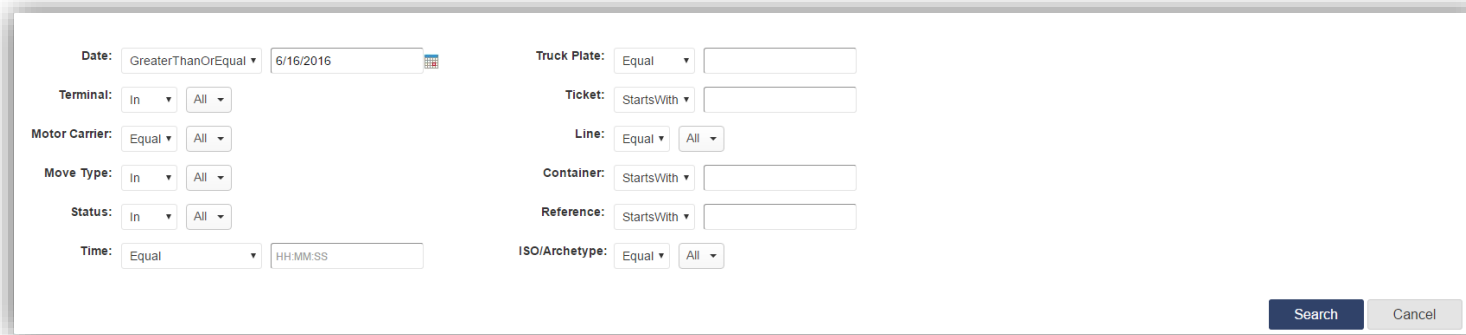
All compressed view of the visits.

The user can perform single ascending/descending sorting of columns by clicking on the column title and the ▼ or ▲ icons will change to indicate sort order. To perform advanced/multiple searches, see next section.

1.3 Advanced Search Filtering

The Advance Search icon ▼ on the top right corner of the My Gate Moves and Truck Visit screens, when clicked, will generate a pop-up window for the Search Criteria. The user can select or deselect any criteria and then perform the desired search.

A screenshot of a web application's advanced search interface. At the top is a red header bar with a 'Help' link. Below it is a search section containing a text input field with the placeholder 'Search', a dropdown menu with a downward arrow (highlighted by a red circle), a magnifying glass icon, and a 'Clear Search' button. Underneath is a sorting section with a 'Sort' button, another dropdown menu, and a 'Clear Sort' button. The main area displays a list of search results under the heading 'Driver Name'. The first result is 'Joe Smith', which is highlighted in grey and has a red 'x' icon to its right. A second, empty result row is visible below it, also with a red 'x' icon.



The screenshot shows a search interface with various filters and a search button. The filters are organized into two columns. The left column includes: Date (GreaterThanOrEqual, 6/16/2016), Terminal (In, All), Motor Carrier (Equal, All), Move Type (In, All), Status (In, All), and Time (Equal, HH:MM:SS). The right column includes: Truck Plate (Equal,), Ticket (StartsWith,), Line (Equal, All), Container (StartsWith,), Reference (StartsWith,), and ISO/Archetype (Equal, All). A Search button and a Cancel button are located at the bottom right of the form.

Allowable search commands (not all options available for all criteria):

Equal- single selection or input of value

In- multiple selection or input of values (for input, separate by a comma “,” with no spaces between values).

NotIn- exclude the selected values

Contains- search for records that have part of entered value (example: container contains EISu, will return all containers that have EISU in the value)

GreaterThan- greater than, not including, the entered value

GreaterThanOrEqual- greater than, and including, the entered value

LessThan- less than, not including, the entered value

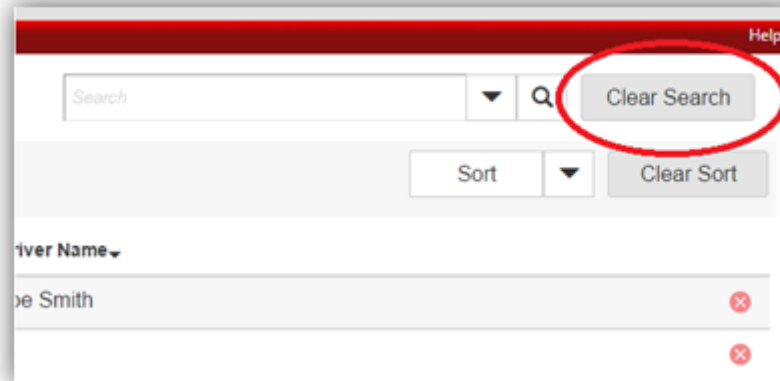
LessThanOrEqual- less than, and including, the entered value


Between- between values inputted, inclusive of values inputted

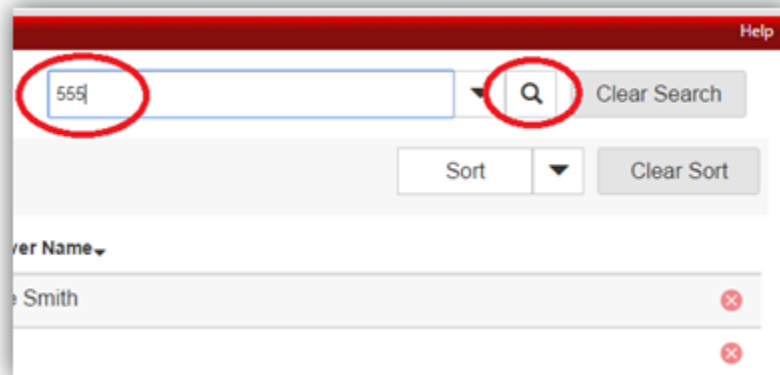
StartsWith- search for values that start with entered value

EndsWith- search for values that end with entered value

To clear filters and return to the default settings, click on the **Clear-Search** button.

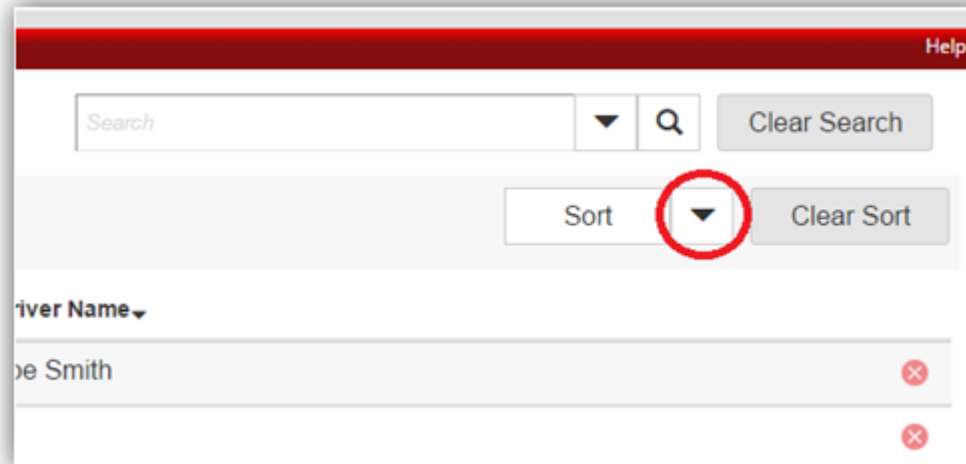


NOTE: you can perform a fast search on the default page or Advance Search filtered page, by entering a value that you want to find into the Search window. So example if you want to find a ticket with number 555 in it, you would type that in the field and click the magnifying glass  icon.



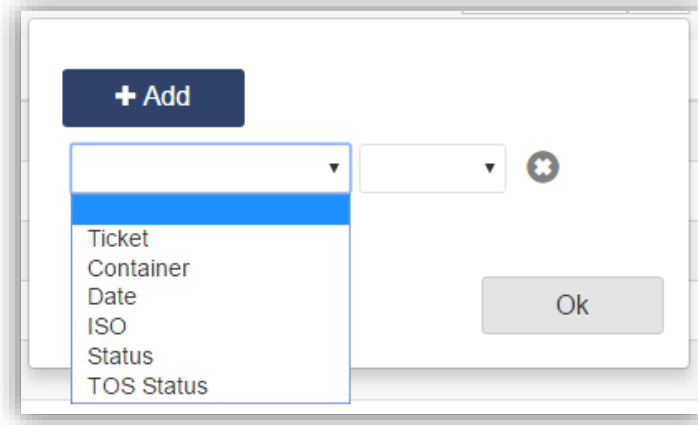
1.4 Sorting

The user can sort data on the Truck Visit screen in ascending/descending order by clicking on any of the column title headers. The user may also perform a multi-header sort by clicking on the ▼ sort icon.

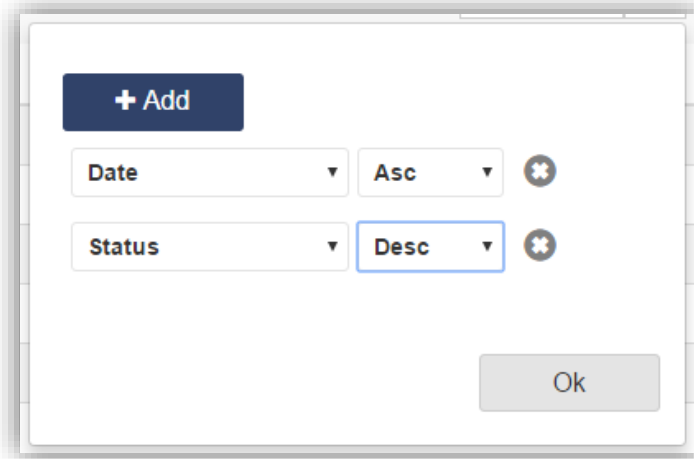


The Sort Order pop-up window will appear and the user can click **+Add** to apply filters for the following criteria:

Ticket
Container
Date
ISO
Status
TOS Status

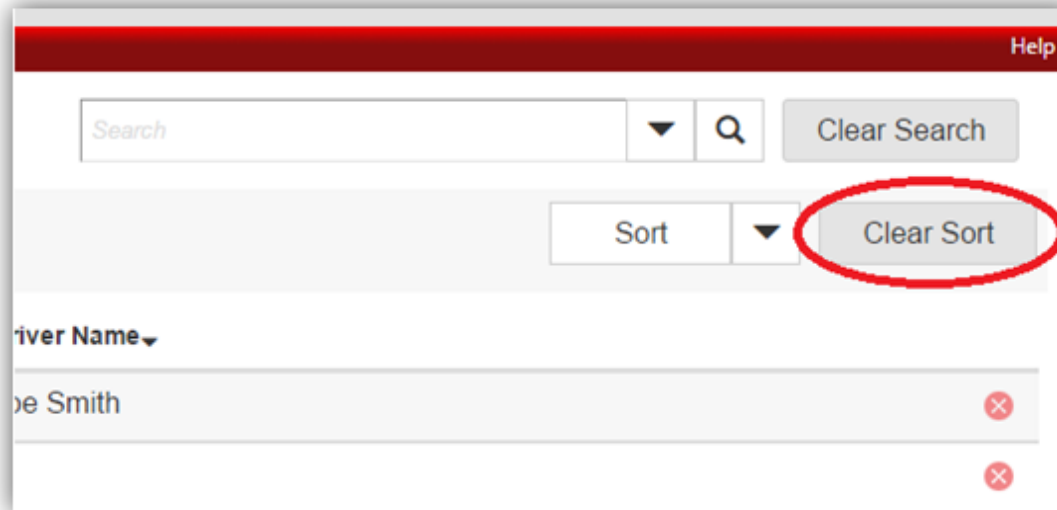


After the user has selected which desired field(s) to apply, you will then have the option to select “**Asc**”ending or “**Desc**”ending order.



Clicking on **OK** or the ▼ icon again will then run the sort and return you to the Truck Visit screen with your new sort.

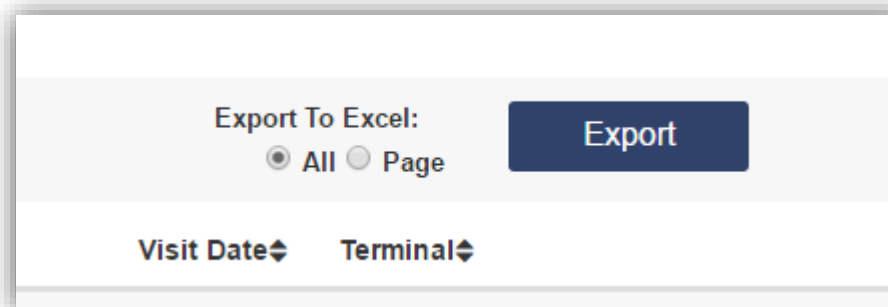
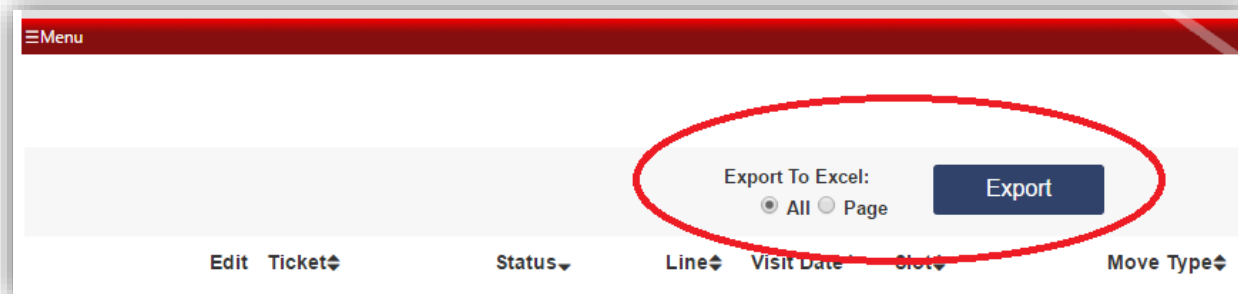
To clear your sort, click on the **Clear Sort** button



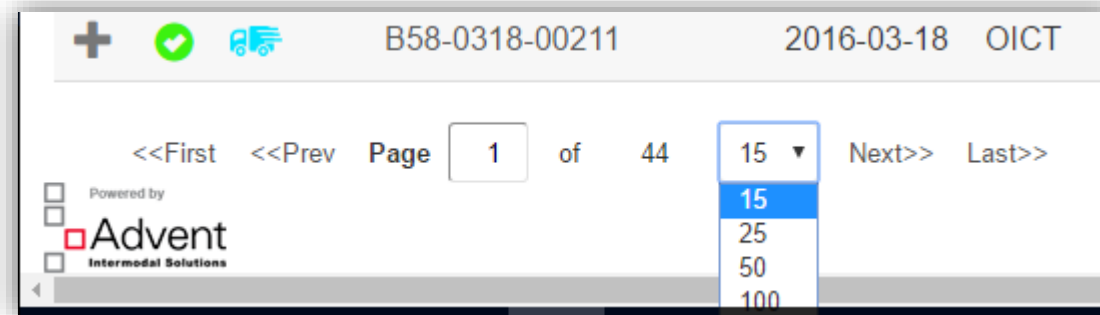
1.5 Exporting of View or Selection and Page Navigation

Users have the ability to export data to an Excel spreadsheet by selecting the **All** or **Page** button from the Export section; the user can opt to export by '**Page**', the system will export only the current page view (i.e. if the Items Per Page is set to 15 and page 3 is being viewed, the system will only export the number of entries displayed on page 3).

If the user opts to export '**All**', the system will export all entries that are returned from the applied filter (rather than exporting only what is displayed on that screen).



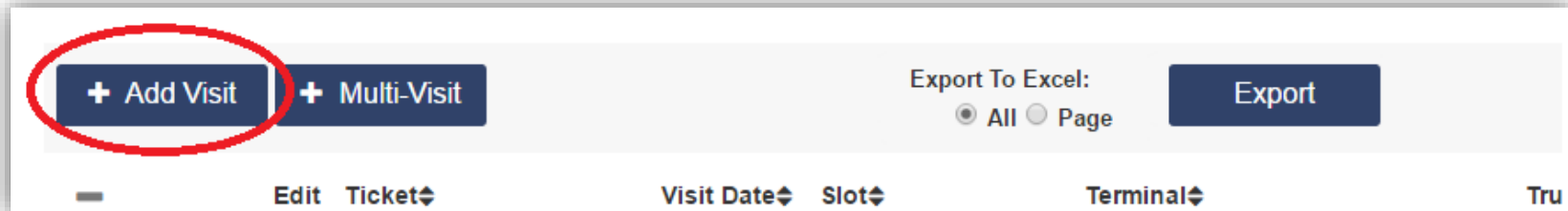
Users can choose to have 15, 25, 50, or 100 entries per page display by selecting the respective values on the Items Per Page drop down on the bottom left of the page.



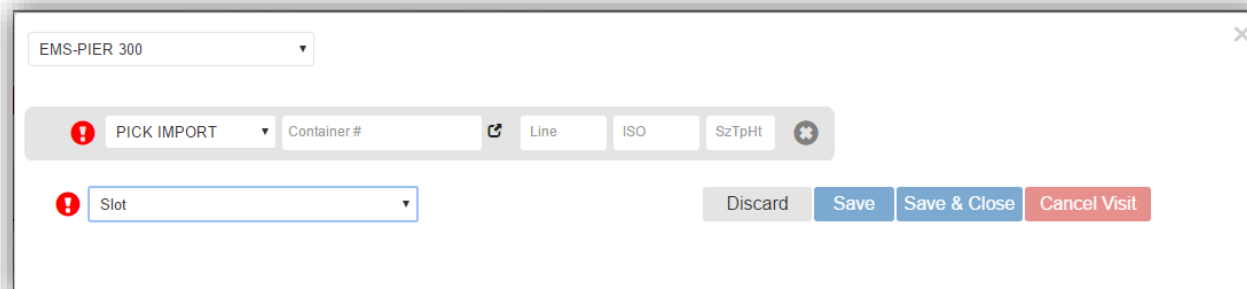
The user can navigate back a page by clicking the **<<Prev** icon, or forward by clicking the **Next>>** icon. To go to first or last page click **<<First** or **Last>>** respectively. Additionally, there is the option to jump to a specific page by inputting the exact page number in the **Page** field.

2. How to Create a PreGate Move:

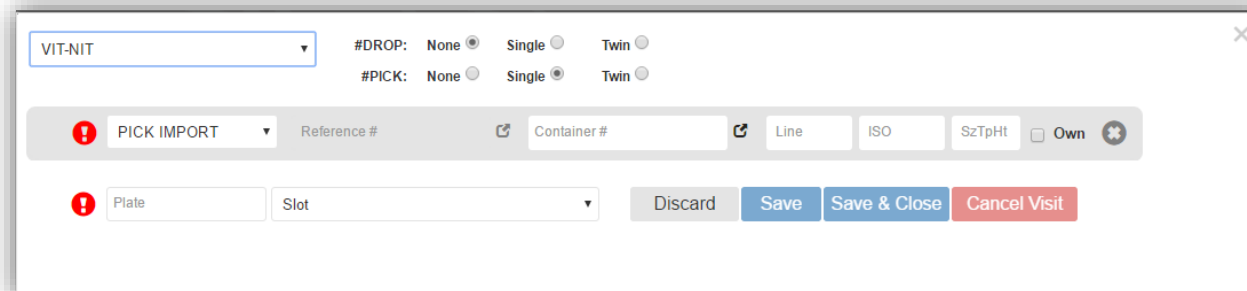
To create a new visit, the user will select the **+Add Visit** or **+Multi-Visit** (see. 5. *Multi-Visit Create*) icon on the top left of the My Gate Moves or Truck Visit screens.



Once the Add Visit function has been selected, a pop-up of the visit input screen will appear. Different columns or available move patterns will appear, depending on the selected terminal and their specific PreGate requirements.





The screenshot shows a pop-up window for creating a visit. At the top, there is a dropdown menu showing 'EMS-PIER 300'. Below this, there is a row of input fields: a red exclamation mark icon, a 'PICK IMPORT' dropdown, a 'Container #' text field, a 'Line' text field, an 'ISO' text field, and an 'SzTpHt' text field with a gear icon. Below this row, there is another row with a red exclamation mark icon, a 'Slot' dropdown, and four buttons: 'Discard', 'Save', 'Save & Close', and 'Cancel Visit'.




VIT-NIT

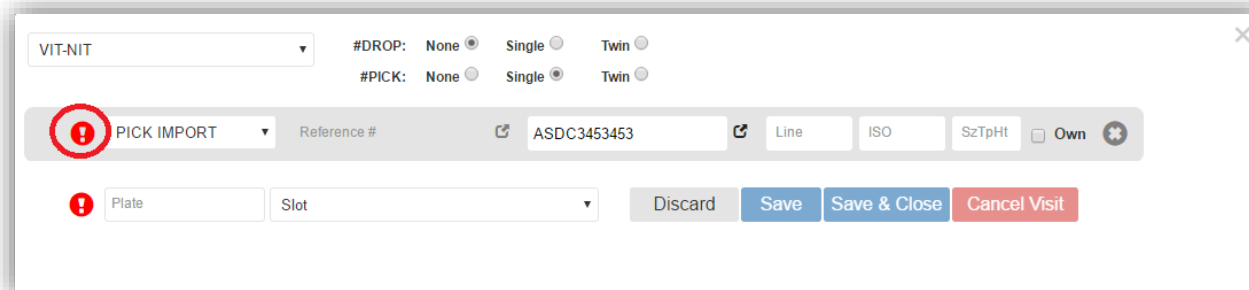
#DROP: None ☒ Single ☐ Twin ☐

#PICK: None ☐ Single ☒ Twin ☐

 PICK IMPORT Reference # Container # Line ISO SzTpHt Own 

 Plate Slot Discard Save Save & Close Cancel Visit



- First, the user will select the terminal they wish to create a PreGate move for. Depending on the specific terminal settings, the availability of move patterns may change from allowing inbound and outbound movements, or simply unidirectional moves.
- Then the user may have the option to then select None, Single, or Twin container move type for Drop-Off and/or Pick-Up. As move types are selected, the allowable lines of input below will increase or decrease depending on selection.
- After all information has been entered, a notification icon will display and indicate if the entered information is valid, a green check mark icon should display. If a red exclamation mark icon is displaying, the user will need to click on that icon which will then show the error message. For example:




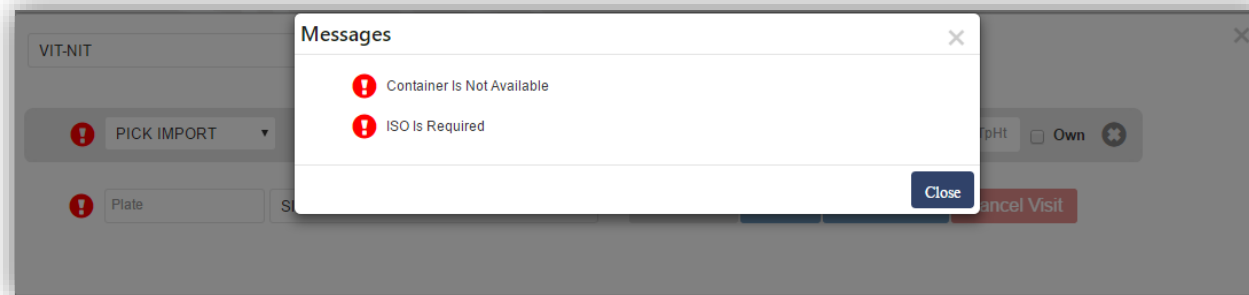
VIT-NIT


#DROP: None ☒ Single ☐ Twin ☐

#PICK: None ☐ Single ☒ Twin ☐

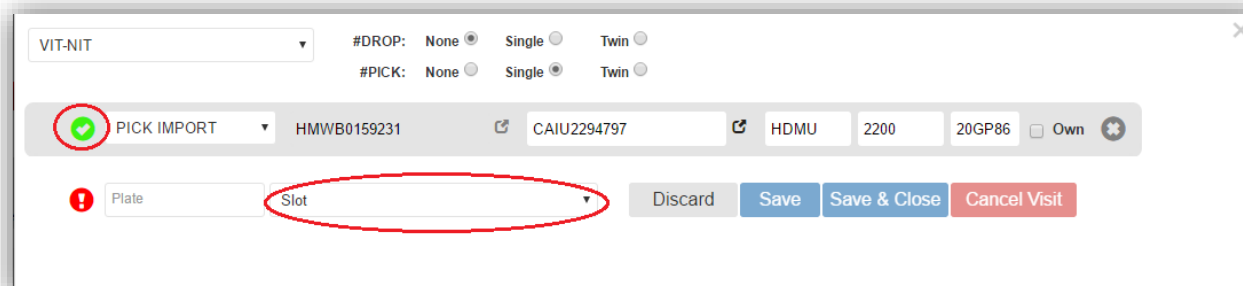
 PICK IMPORT Reference # ASDC3453453 Line ISO SzTpHt Own 

 Plate Slot Discard Save Save & Close Cancel Visit

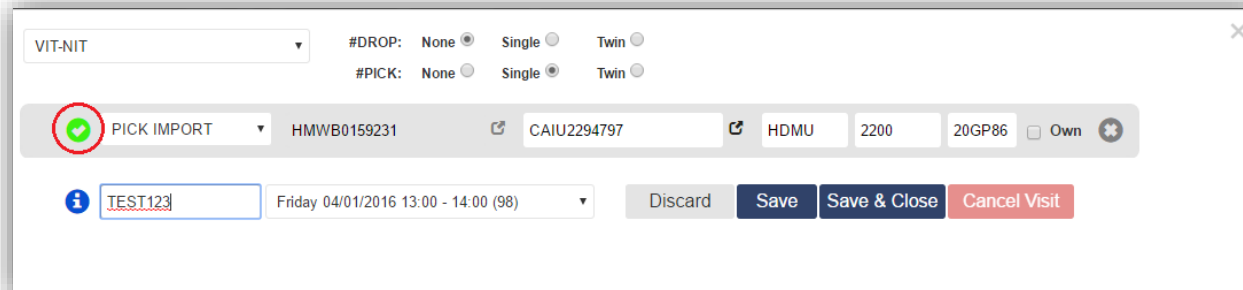


Once the move(s) have been inputted with valid data, the user should see a green check mark icon display. A user may view additional container details by clicking on the  icon to the right side of the Container field.

If a green check mark icon displays, the user will then be able to proceed with creating the PreGate move by selecting the next available time slot from the **Slot** drop down.



Once the desired time slot has been selected, the user will then be able to submit their PreGate move. The available options are to select either the **Save** button (which allows the user to submit their PreGate move and continue to create additional moves), or to select the **Save & Close** button (which closes out the visit details window and returns the user to the My Gate Moves screen). If desired, the user may also select the Discard button to abandon their PreGate Move attempt.



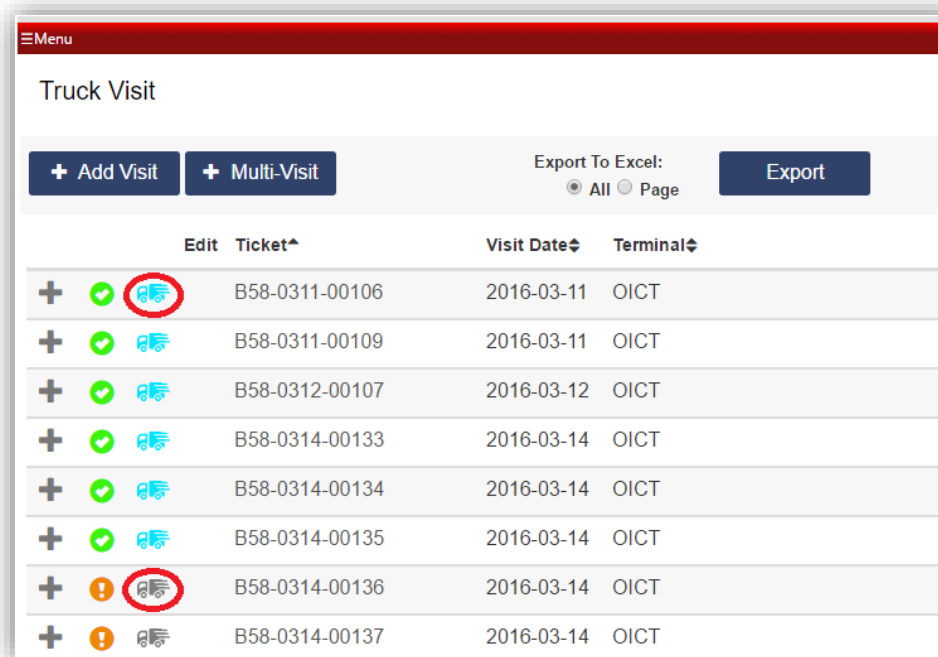
The screenshot shows a web interface for submitting a PreGate move. At the top, there is a dropdown menu set to 'VIT-NIT'. Below it, there are radio button options for '#DROP: None', 'Single', and 'Twin', and '#PICK: None', 'Single', and 'Twin'. The 'Single' options are selected. In the center, there is a row of input fields: a green checkmark icon in a red circle, a dropdown menu set to 'PICK IMPORT', a text field containing 'HMWB0159231', a text field containing 'CAIU2294797', a dropdown menu set to 'HDMU', a text field containing '2200', a text field containing '20GP86', and a checkbox labeled 'Own' with a gear icon. Below this row, there is an information icon, a text field containing 'TEST123', a dropdown menu set to 'Friday 04/01/2016 13:00 - 14:00 (98)', and four buttons: 'Discard', 'Save', 'Save & Close', and 'Cancel Visit'.

















Note: The **Cancel Visit** button will not be enabled until a PreGate request has been submitted. This option will only be enabled when attempting to 'Edit' a pre-existing visit.

2.1 How to Create an Auto Gate Move

Some terminals may further participate and allow for an Auto Gate Move (aka Speed Gate, Auto-In Gate, Easy Gate, etc., depending on terminal terminology) that allows for creation of non-scheduled PreGate, meaning that only a PreGate date is required, without a time slot. This is only if terminal specific Auto Gate information are inputted and met prior to gating in.

A terminal that participates in Auto Gate, you will have a truck symbol in blue (ready) or grey (not ready), depending on status of the Auto Gate



Truck Visit				
+ Add Visit + Multi-Visit		Export To Excel: <input checked="" type="radio"/> All <input type="radio"/> Page Export		
Edit	Ticket^	Visit Date	Terminal	
+	 	B58-0311-00106	2016-03-11	OICT
+	 	B58-0311-00109	2016-03-11	OICT
+	 	B58-0312-00107	2016-03-12	OICT
+	 	B58-0314-00133	2016-03-14	OICT
+	 	B58-0314-00134	2016-03-14	OICT
+	 	B58-0314-00135	2016-03-14	OICT
+	 	B58-0314-00136	2016-03-14	OICT
+	 	B58-0314-00137	2016-03-14	OICT

A terminal not participating in Auto Gate, or a shipment that is not Auto Gate eligible, you will see an “N/A” in the Auto Gate column

Menu

Truck Visit

+ Add Visit

+ Multi-Visit

Export To Excel:

☒ All
 ☐ Page

Export

	Edit	Ticket^	Visit Date	Terminal
+ ! N/A		ETSLAX-0105-00102	2016-01-05	Everport Terminal - Los Angeles
+ ✓ N/A		ETSLAX-0105-00104	2016-01-05	Everport Terminal - Los Angeles
+ ! N/A		ETSLAX-0105-00105	2016-01-05	Everport Terminal - Los Angeles
+ ! N/A		ETSLAX-0105-00106	2016-01-05	Everport Terminal - Los Angeles
+ ! N/A		ETSLAX-0516-00107	2016-05-16	Everport Terminal - Los Angeles
+ ! N/A		ETSLAX-0518-00108	2016-05-18	Everport Terminal - Los Angeles

You create an Auto Gate just as you would a standard PreGate, but upon selection of a slot, you will only be given the option of selecting a date, without the necessity of a time slot. You will also see a PreGate status that further informs you that your “Visit is Ready for Speed Gate” or “Visit is Not Ready for Speed Gate”

OICT

#DROP:

None

Single

☒

#PICK:

None

☒

Single

!

Drop Empty

Reference #

PICU1234567

Lin

!

Plate

Date

Visit Is Ready For Speed Gate

OICT

#DROP:

None

Single

☒

#PICK:

None

☒

Single

+

!

Drop Export

TESTCASE60

Container #

MAEU

✓


Plate

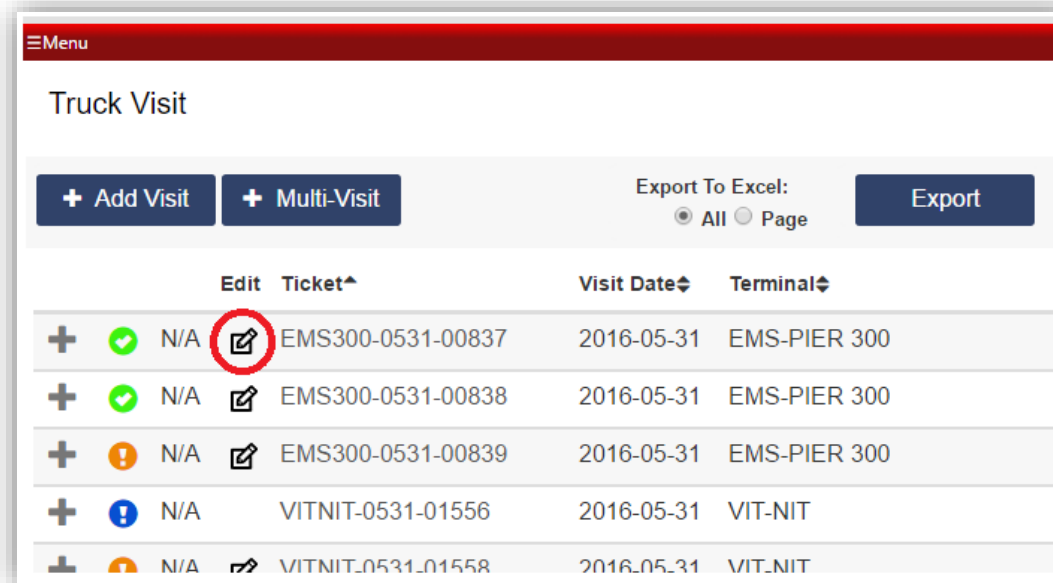
04/30/2016





Visit Is Not Ready For Speed Gate

Upon Input of your PreGate Auto Gate information, you would **Save** or **Save & Close** as you would a standard PreGate

3. How to Edit a PreGate Move:

A user may edit an existing PreGate move from the My Gate Moves screen up until the END TIME of the slot time selected. The user will need to select the 'edit'  icon (highlighted below), which will generate a pop-up displaying that gate move.

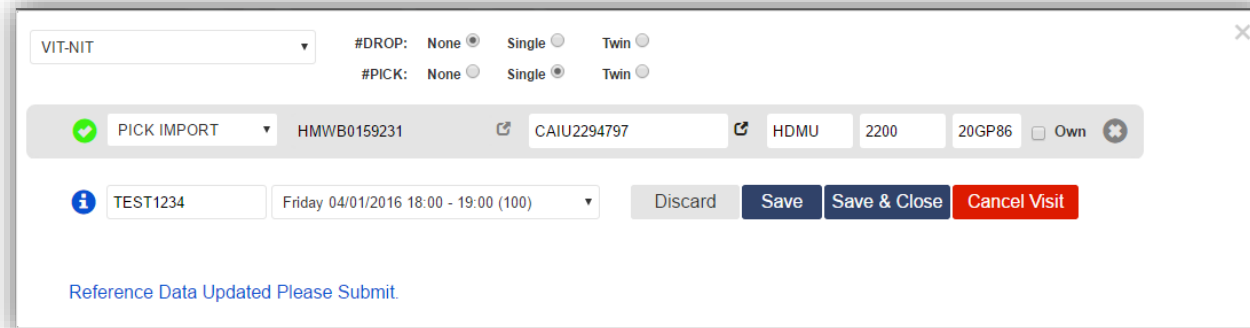


Menu						
Truck Visit						
		+ Add Visit		+ Multi-Visit		
				Export To Excel:		Export
				<input checked="" type="radio"/> All <input type="radio"/> Page		
		Edit	Ticket^	Visit Date	Terminal	
+	✓	N/A		EMS300-0531-00837	2016-05-31	EMS-PIER 300
+	✓	N/A		EMS300-0531-00838	2016-05-31	EMS-PIER 300
+	!	N/A		EMS300-0531-00839	2016-05-31	EMS-PIER 300
+	!	N/A		VITNIT-0531-01556	2016-05-31	VIT-NIT
+	!	N/A		VITNIT-0531-01558	2016-05-31	VIT-NIT

The user will then be able to edit any details as necessary and save their changes.

Notes: Changing certain information, such as the date/time slot, may alter the PreGate ticket number. Please be sure to note any changes.

If you will not be able to Gate In/Out by your PreGate slot, you must edit before the end, or your PreGate will be marked as **"MISSED" AFTER** midnight that evening, and you will not be able to make a new PreGate for that container until it is marked as MISSED.



The screenshot shows a web interface for managing PreGate moves. At the top, there's a dropdown menu set to 'VIT-NIT'. Below it are radio button options for '#DROP:' (None, Single, Twin) and '#PICK:' (None, Single, Twin). A central bar contains a green checkmark icon, a 'PICK IMPORT' dropdown, a container ID 'HMWB0159231', a copy icon, another container ID 'CAIU2294797', a copy icon, 'HDMU', '2200', '20GP86', an 'Own' checkbox, and a gear icon. Below this bar, there's an information icon, a text field with 'TEST1234', a date/time slot 'Friday 04/01/2016 18:00 - 19:00 (100)', and a dropdown arrow. At the bottom right are four buttons: 'Discard', 'Save', 'Save & Close', and 'Cancel Visit'. A blue link 'Reference Data Updated Please Submit.' is at the bottom left.

Additionally, the user may select the **Cancel Visit** button if they wish to cancel their existing PreGate move request. (see Section 4. How to Cancel a PreGate Move)

4. How to Cancel a PreGate Move:

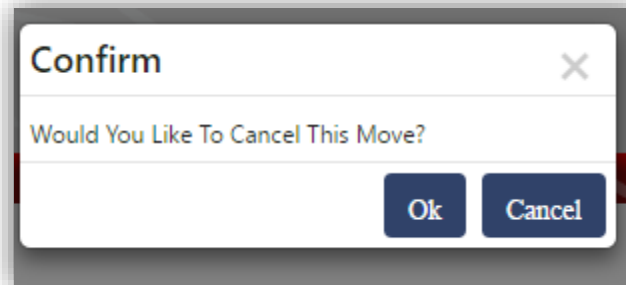
You can cancel a PreGate visit from either the main My Gate Moves, Truck Visit, or in the Add-Edit view. All will require that you confirm cancellation before the cancellation is executed.

4.1 Cancellation from Page


From the screen, the user can select the delete icon (x), which will cancel the move. After the user has selected to cancel a move, they will receive a confirmation request on the following pop-up to click OK or Cancel

Note: If the trash can icon is displaying in a light red color, it is an indication that the user will not be able to cancel the move as it is already missed and not active





4.2 Cancellation in Edit Mode

To make a cancellation in Edit mode, the user must select the edit  icon on the My Gate Moves screen (if available) and then choose the **Cancel Visit** option.

Menu





Truck Visit

+ Add Visit

+ Multi-Visit

Export To Excel:
☒ All ☐ Page

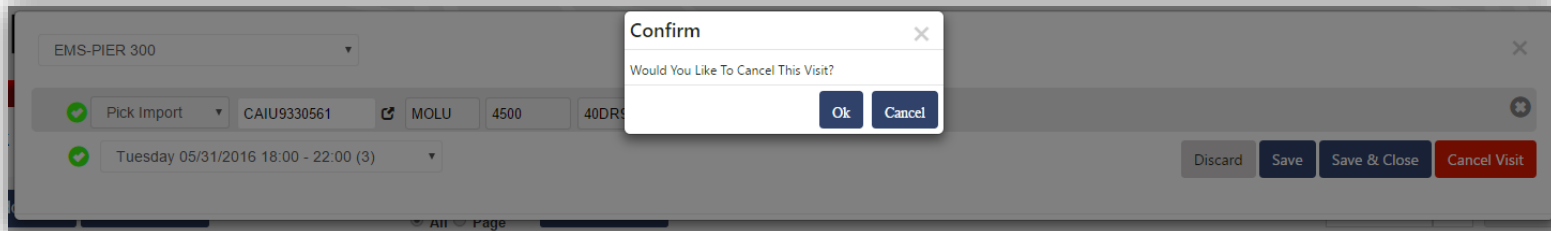
Export

		Edit	Ticket^	Visit Date	Terminal
+	✓	N/A		EMS300-0531-00837	2016-05-31 EMS-PIER 300
+	✓	N/A		EMS300-0531-00838	2016-05-31 EMS-PIER 300
+	!	N/A		EMS300-0531-00839	2016-05-31 EMS-PIER 300
+	!	N/A		VITNIT-0531-01556	2016-05-31 VIT-NIT
+	!	N/A		VITNIT-0531-01558	2016-05-31 VIT-NIT

It will bring you to the Add/Edit Visit popup, where you will click on the Cancel Visit button.

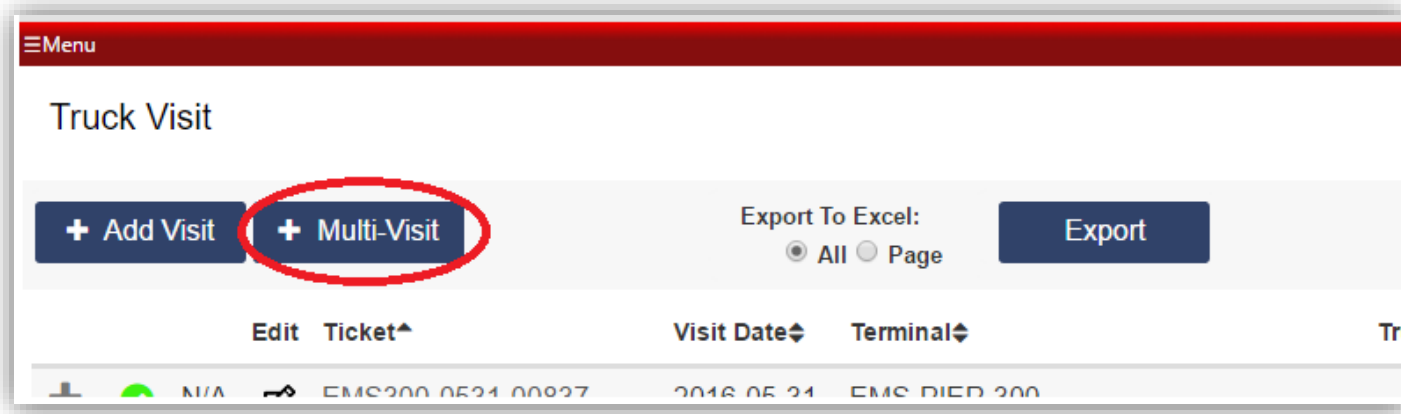


Upon confirmation, the move will be cancelled.

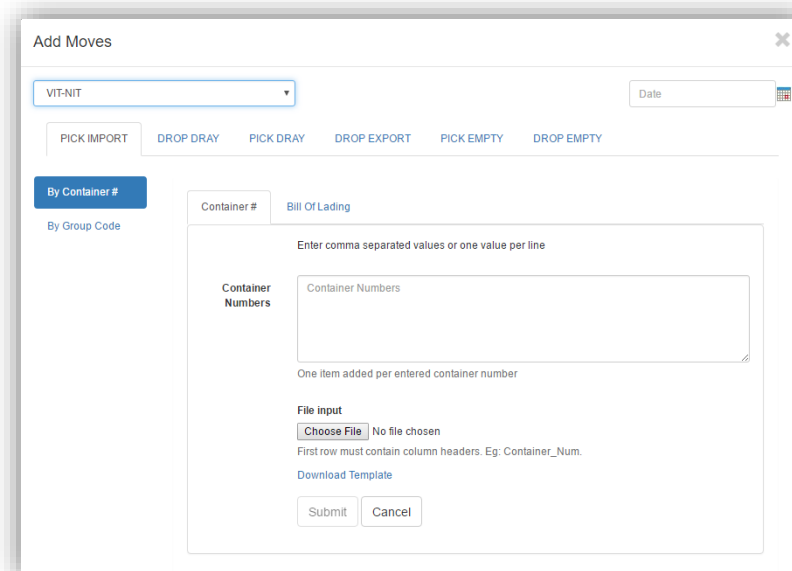


5. Multi-Visit Create

For large volume of visits, you can utilize the **Multi-Visit** functionality by clicking on the **Multi-Visit** button



Once the Multi-Visit function has been selected, a pop-up of the multi-visit add moves input screen will appear. Different tabs and options are available for different terminals based on move types allowed and other specific requirements.



Each terminal can have up a maximum of six different move types:

- PICK IMPORT
- DROP DRAY
- PICK DRAY
- DROP EXPORT
- PICK EMPTY
- DROP EMPTY

Selecting the individual tabs (i.e. Drop Export) will bring you to the specific options for that move type

PICK IMPORT
DROP DRAY
PICK DRAY
DROP EXPORT
PICK EMPTY
DROP EMPTY

Enter comma separated values or one value per line

Booking Numbers

Booking Numbers

Maximum items per reference

5

items added per Reference number. If Reference is known and contains multiple container types, # items added per container type.

File input

Choose File No file chosen

First row must contain column headers. Eg: Container_Num.

[Download Template](#)

Submit

Cancel

5.1 Inputs per Move Type

You can input different values based on these types:

Type	Inputs
Pick Import (pick up full load from terminal)	Container numbers, Bill of Lading numbers, Group codes
Drop Dray (drop inland drayage into terminal)	Container numbers

Pick Dray (pick up inland drayage container from terminal)	Container numbers
Drop Export (drop full load into terminal)	Booking numbers
Pick Empty (pick up empty container from terminal)	Reference numbers (i.e. EDO numbers)
Drop Empty (drop empty container into terminal)	Container numbers

You can cut and paste container numbers from an Excel sheet (or any other list) into the input field in a single column format, a comma separated format, or mix of single and comma, and click submit

Single Line Input

PICK IMPORT
DROP DRAY
PICK DRAY
DROP EXPORT
PICK EMPTY
DROP EMPTY

By Container #
By Group Code

Container #
Bill Of Lading

Enter comma separated values or one value per line

Container Numbers

APZU3367745
EXFU1449315
FSCU9899473
SEGU4904793
SEGU4965295

One item added per entered container number

File input

Choose File

No file chosen

First row must contain column headers. Eg: Container_Num.

[Download Template](#)

Submit

Cancel

Comma separated Input

PICK IMPORT

DROP DRAY

PICK DRAY

DROP EXPORT

PICK EMPTY

DROP EMPTY

By Container #

By Group Code

Container #

Bill Of Lading

Enter comma separated values or one value per line

Container Numbers

APZU3367745, EXFU1449315, FSCU9899473, SEGU4904793, SEGU4965295, TOLU2344218, TRLU0275875, TRLU6711507, APHU6837393, APHU7159650, APHU7239924, HDMU6637620, DFSU4274430, HDMU6653257, HDMU6701910, HDMU6721074, DFSU6199887, DFSU6216264, DFSU6652484, DFSU6673980, DFSU6753941, GESU5563110, GESU6515374, GLDU9827080, HDMU2665769, HDMU2670472, HDMU3421290, HDMU46

One item added per entered container number

File input

Choose File

No file chosen

First row must contain column headers. Eg: Container_Num.

[Download Template](#)

Submit

Cancel

Combination of single line and comma separate input

PICK IMPORT
DROP DRAY
PICK DRAY
DROP EXPORT
PICK EMPTY
DROP EMPTY

By Container #

By Group Code

Container #

Bill Of Lading

Enter comma separated values or one value per line

Container Numbers

APZU3367745
EXFU1449315
FSCU9899473 SEGU4904793 SEGU4965295 TOLU2344218 TRLU0275875
TRLU6711507
APHU6837393 APHU7159650 APHU7239924

One item added per entered container number

File input

Choose File
No file chosen

First row must contain column headers. Eg: Container_Num.

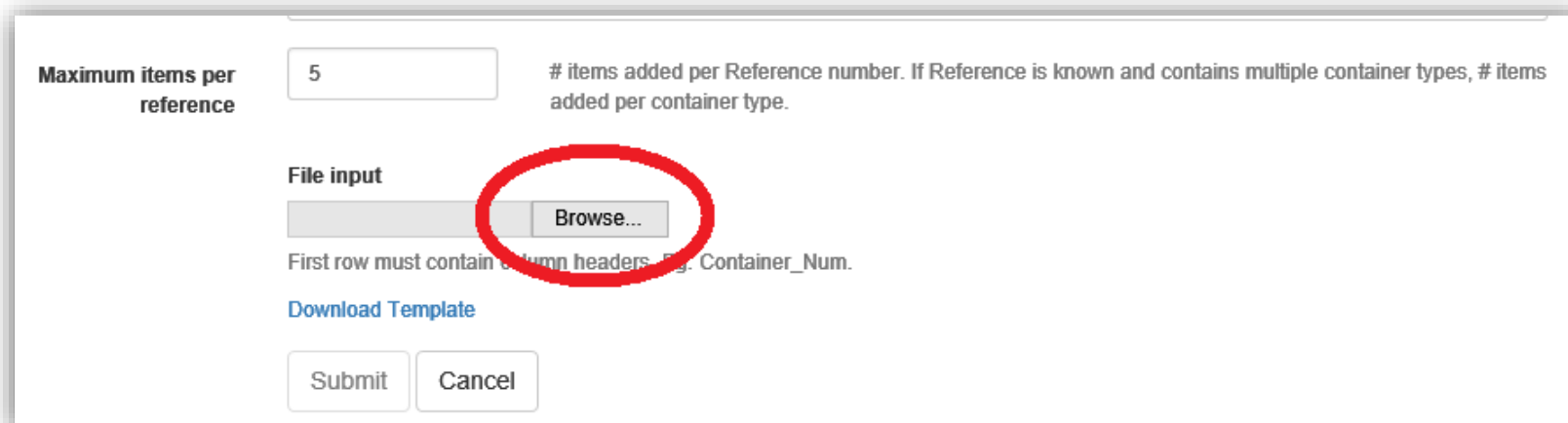
Download Template

Submit

Cancel

5.1.1 Uploading Excel Files

Depending on move type, you will have further actions and ability to upload an Excel spreadsheet of values. Click on **Browse** and select an Excel file from your computer and click okay. The file location will then display in the location field to eModal and then click **Submit** to process the file. The first row of the file must have a header column, examples Container_num, Booking_num, etc. The actual value is not important, you could use “HEADER” as the value to put into the cell.

A screenshot of a web form for uploading Excel files. The form includes a 'Maximum items per reference' field with the value '5' and a descriptive text: '# items added per Reference number. If Reference is known and contains multiple container types, # items added per container type.' Below this is a 'File input' section with a text box and a 'Browse...' button, which is circled in red. Underneath the text box is the instruction 'First row must contain column headers. Eg. Container_Num.' and a blue link 'Download Template'. At the bottom are 'Submit' and 'Cancel' buttons.

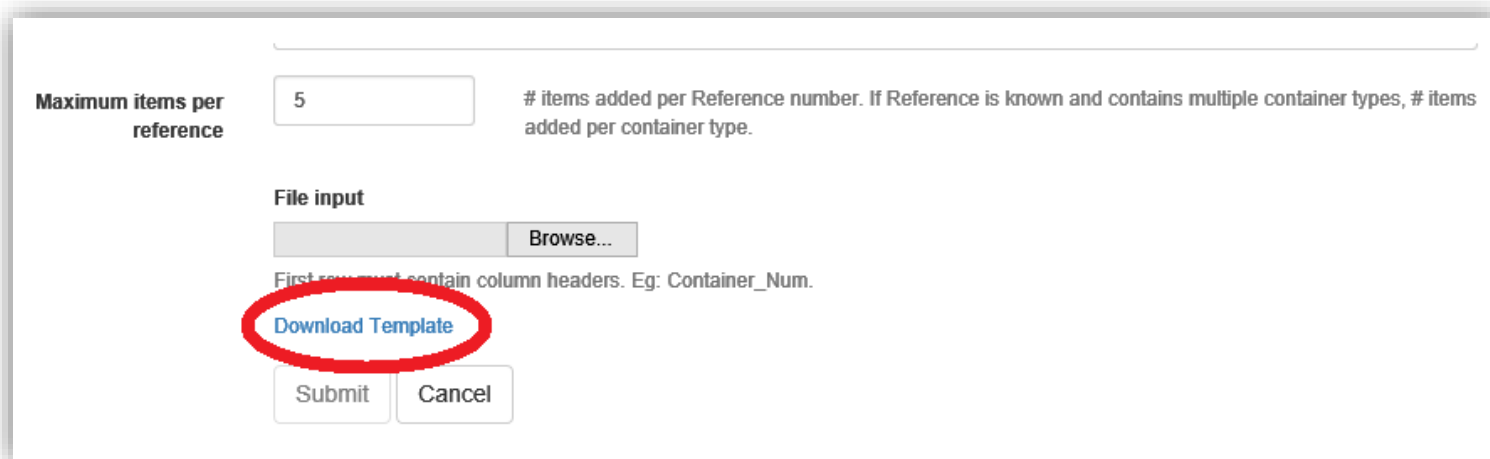
Maximum items per reference: 5 # items added per Reference number. If Reference is known and contains multiple container types, # items added per container type.

File input: **Browse...**

First row must contain column headers. Eg. Container_Num.

[Download Template](#)

You also have the option to download a template. The template will download to your computer to be completed with container numbers or references in column A. Make sure you **DO NOT** remove the header row 1. Start filling into information starting with row 2.

A web form for downloading a template. It includes a text input for "Maximum items per reference" with the value "5" and a descriptive text: "# items added per Reference number. If Reference is known and contains multiple container types, # items added per container type." Below this is a "File input" section with a text box and a "Browse..." button. A note states: "First row must contain column headers. Eg: Container_Num." A blue link "Download Template" is circled in red. At the bottom are "Submit" and "Cancel" buttons.

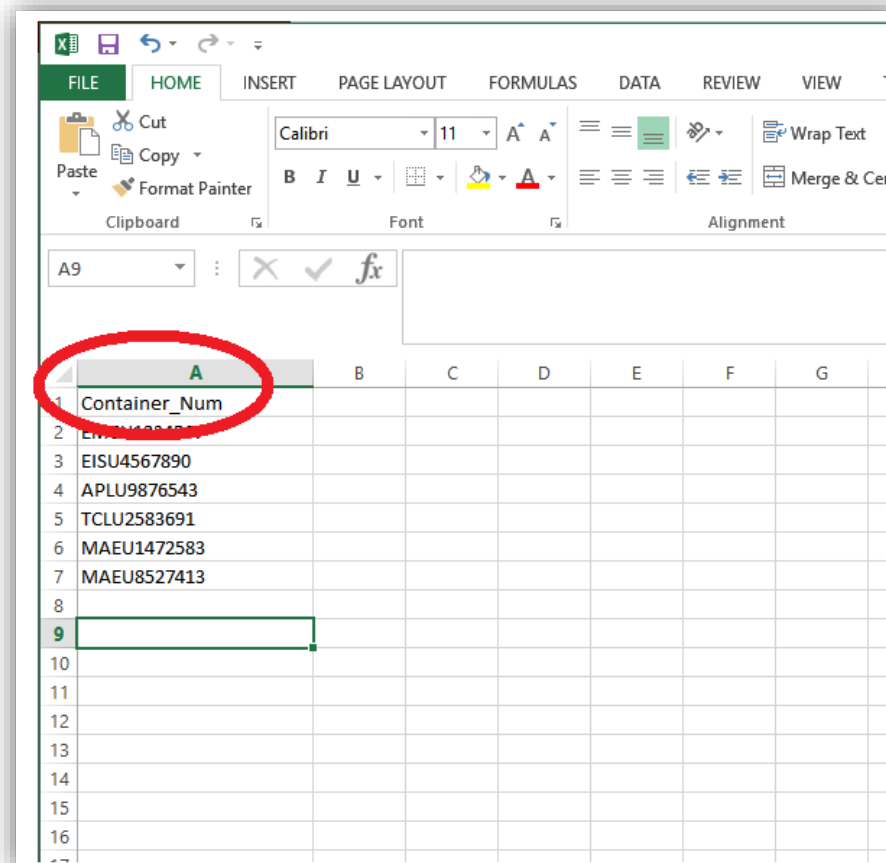
Maximum items per reference: # items added per Reference number. If Reference is known and contains multiple container types, # items added per container type.

File input: Browse...

First row must contain column headers. Eg: Container_Num.

[Download Template](#)

Submit Cancel



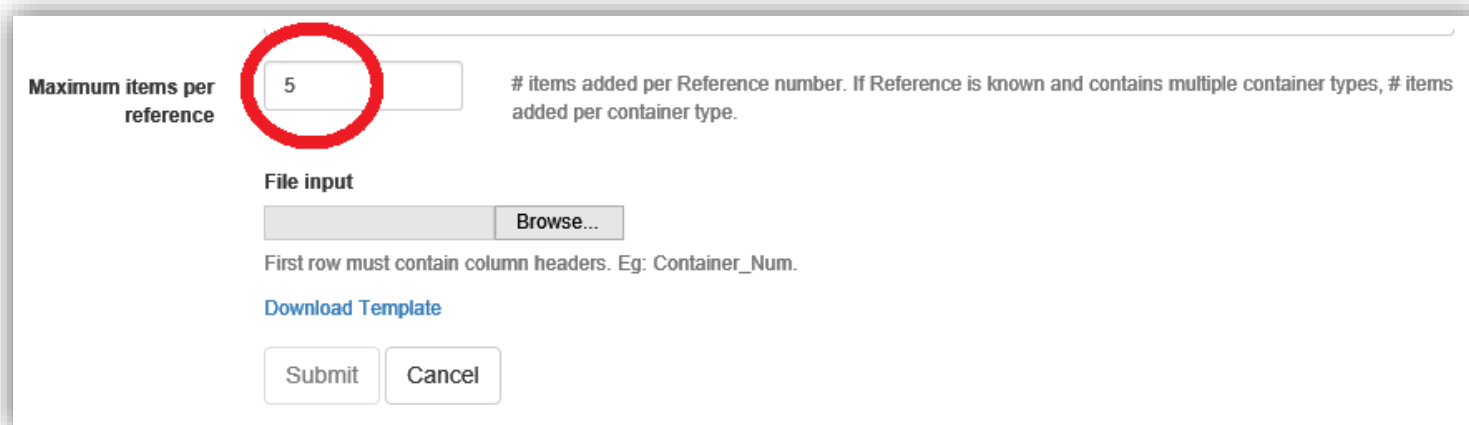
Upon completion of input, save the list to your computer and upload as an Excel spreadsheet as outlined in the beginning of this section.

5.1.2 The Maximum Items per Reference

For moves types that have references (Booking, EDO, etc.) that allow for more than one container to be picked/dropped, you have the ability to specify how many instances to create. Example, if you have a booking allowing for two hundred (200) containers, you can input the booking number and specify that you want to create twenty (20) PreGates. Then click on submit and the system will create twenty blank PreGates for that one appointment.

The value inputted is across all references inputted, so if you input ten (10) bookings, and each allows for fifty (50) containers, and you leave default as five (5), then there will be fifty (50) PreGates created because of the ten bookings multiplied by five instances per booking.

If you have a booking with less containers available than the maximum, the system will create only up to the amount still open. If a booking is only open for two containers, and you have maximum as five, only two PreGates will be created for edit.

A screenshot of a web form titled 'Maximum items per reference'. The form has a text input field containing the number '5', which is circled in red. To the right of the input field is a descriptive text: '# items added per Reference number. If Reference is known and contains multiple container types, # items added per container type.' Below this is a 'File input' section with a text box and a 'Browse...' button. Underneath the file input is a note: 'First row must contain column headers. Eg: Container_Num.' and a blue link labeled 'Download Template'. At the bottom of the form are two buttons: 'Submit' and 'Cancel'.

Once you have completed all inputs and submitted inputs for edit, you will see a progress task bar (in blue) indicating the progress from validating to edits created, and then completion

PICK IMPORT
DROP DRAY
PICK DRAY
DROP EXPORT
PICK EMPTY
DROP EMPTY

Validating Equipment

By Container #
By Group Code

Container #
Bill Of Lading

Enter comma separated values or one value per line

Container Numbers
APZU3367745
EXFU1449315
FSCU9899473
SEGU4904793
SEGU4965295

One item added per entered container number

File input
Choose File No file chosen

First row must contain column headers. Eg: Container_Num.

[Download Template](#)

Submit Cancel

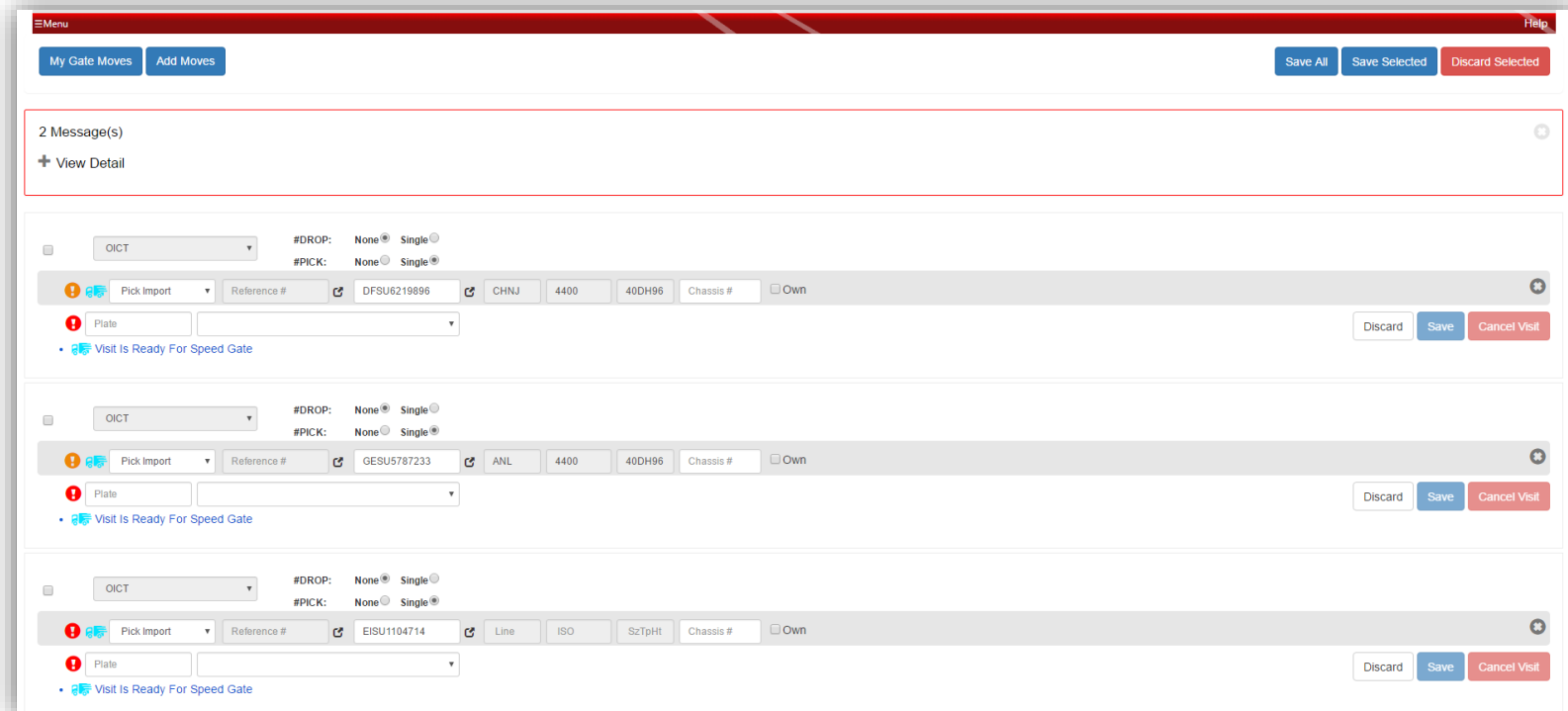
Creating Visit

PICK IMPORT
DROP EXPORT
PICK EMPTY
DROP EMPTY

Once upload is completed, you will be returned to the Muti-Visit input panel

5.1.3. Multi-Visit Input Panel and Message Window

After completion of loading of the Multi-Visit inputs, you will enter the Multi-Visit Input Panel. Here you will complete/modify/remove the multi-visits that have uploaded, and be able to see the inputs that did not load in the Message Window.



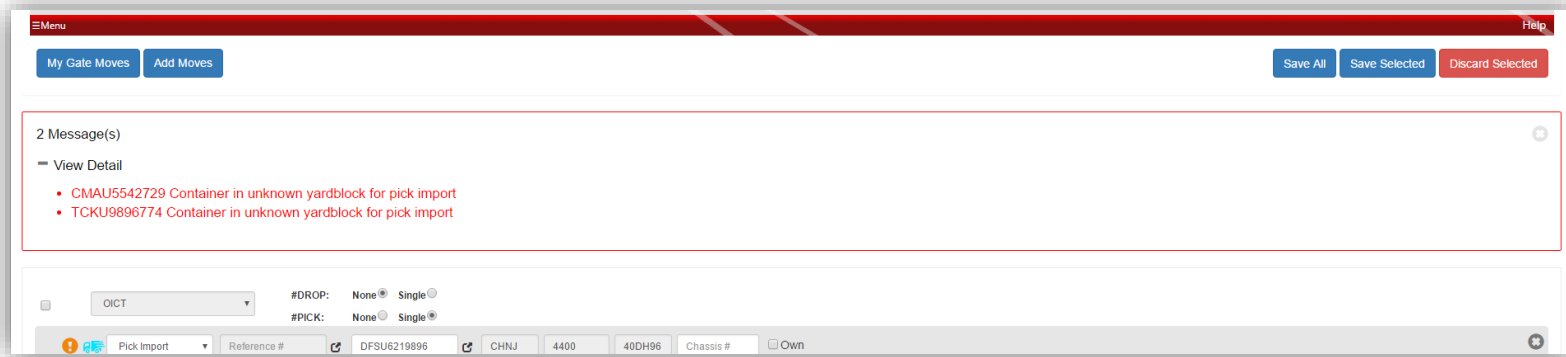
The screenshot displays the 'Multi-Visit Input Panel' interface. At the top, there is a 'Menu' button and a 'Help' button. Below these are buttons for 'My Gate Moves' and 'Add Moves'. On the right side, there are buttons for 'Save All', 'Save Selected', and 'Discard Selected'. A message window at the top indicates '2 Message(s)' and provides a '+ View Detail' link.

The main area contains three message entries, each with a collapse icon on the left and a refresh icon on the right. Each entry includes the following fields:

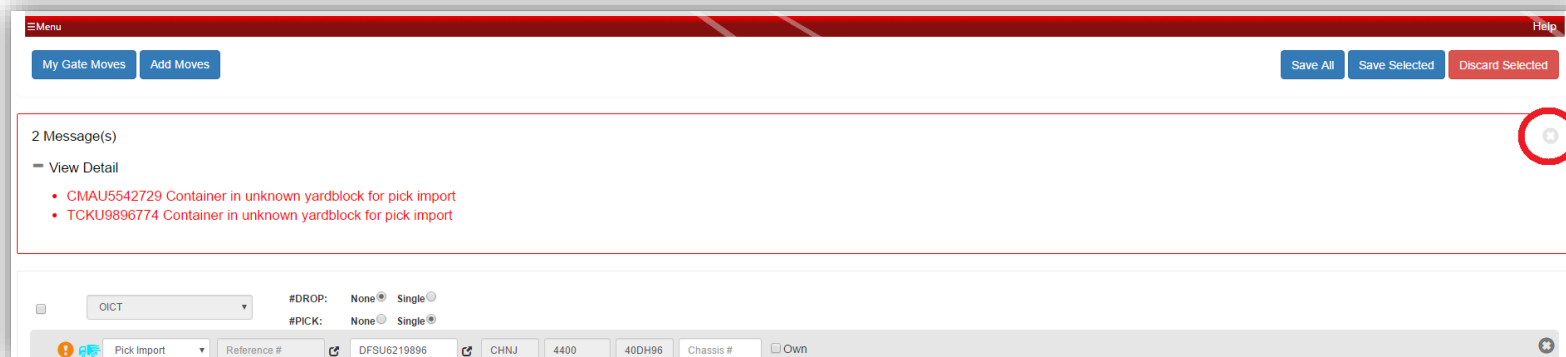
- OICT:** A dropdown menu.
- #DROP:** Radio buttons for 'None' (selected) and 'Single'.
- #PICK:** Radio buttons for 'None' (selected) and 'Single'.
- Pick Import:** A dropdown menu.
- Reference #:** A text field with a link icon.
- Attributes:** Fields for 'CHNJ', '4400', '40DH96', 'Chassis #', and 'Own' (checkbox).
- Plate:** A text field with a dropdown arrow.
- Buttons:** 'Discard', 'Save', and 'Cancel Visit'.
- Status:** A blue link that says 'Visit Is Ready For Speed Gate'.

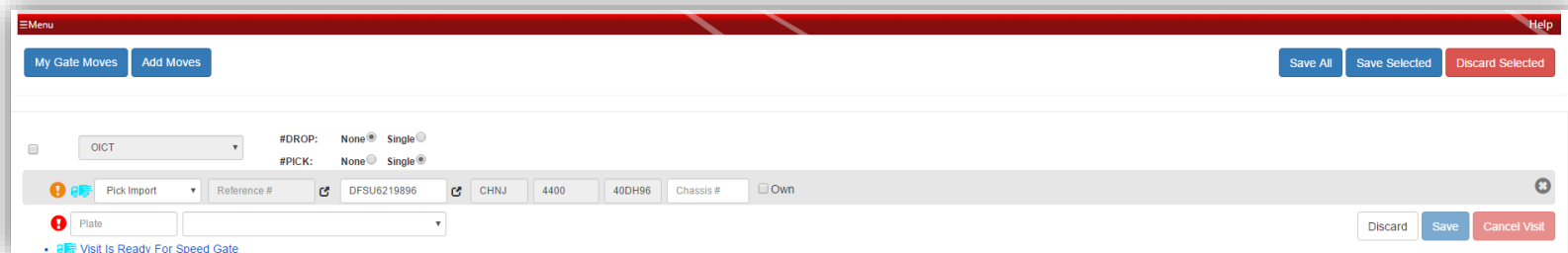
The three entries have the following Reference # values: DFSU6219896, GESU5787233, and EISU1104714.

Clicking on the (+) symbol to the left of View Detail will expand the Message Window to show detail messages of why certain inputs failed



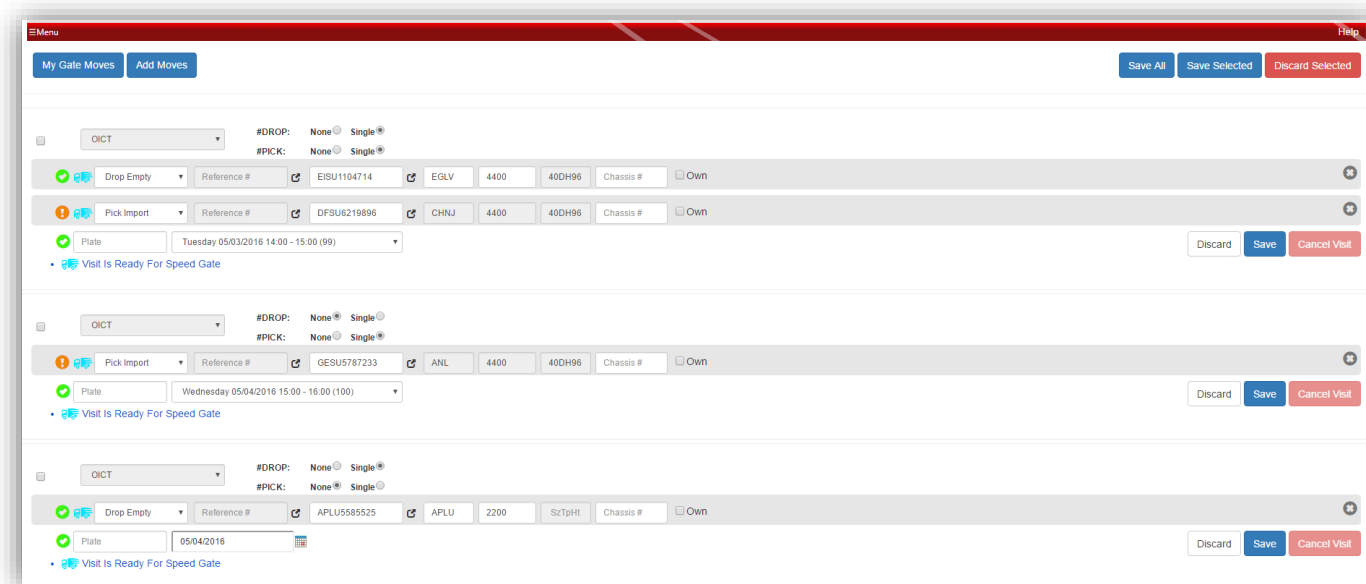
Depending on how many messages are in the window, clicking the (X) on the top right of the message window will close the message window. Do not close if you have not viewed all errors, as the window cannot be reopened once closed.





The screenshot shows the 'My Gate Moves' section of the eModal PreGate Trucker View. It features a red header bar with a 'Menu' button and a 'Help' button. Below the header, there are buttons for 'My Gate Moves' and 'Add Moves'. On the right, there are buttons for 'Save All', 'Save Selected', and 'Discard Selected'. The main area contains a form for configuring a move. It includes a dropdown for 'OICT', radio buttons for '#DROP: None' and '#DROP: Single', and radio buttons for '#PICK: None' and '#PICK: Single'. There are input fields for 'Reference #' (containing 'DFSU6219896'), 'CHNJ', '4400', '40DH96', and 'Chassis #'. There is a checkbox for 'Own'. At the bottom, there is a 'Plate' input field and a dropdown for 'Visit Is Ready For Speed Gate'. Buttons for 'Discard', 'Save', and 'Cancel Visit' are at the bottom right.

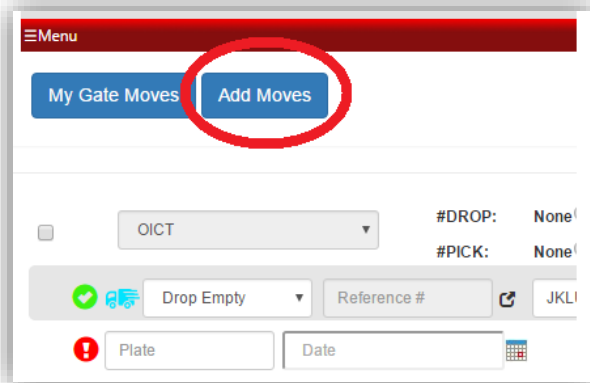
You can now complete each of your Multi-Visits the same as you would in section 2. How to Create a PreGate Move or 2.1 How to Create an Auto Gate Move. You can also select a dual move in the individual Multi-Visit if that terminal allows for dual/double ended moves




The screenshot shows the 'My Gate Moves' section of the eModal PreGate Trucker View with three multi-visits. Each visit has its own configuration form. The first visit is for 'Drop Empty' with reference 'EISU1104714', terminal 'EGLV', and date 'Tuesday 05/03/2016 14:00 - 15:00 (99)'. The second visit is for 'Pick Import' with reference 'DFSU6219896', terminal 'CHNJ', and date 'Tuesday 05/03/2016 14:00 - 15:00 (99)'. The third visit is for 'Drop Empty' with reference 'GESU5787233', terminal 'ANL', and date 'Wednesday 05/04/2016 15:00 - 16:00 (100)'. Each visit has buttons for 'Discard', 'Save', and 'Cancel Visit'.

5.1.4. Add Moves

If you have more move types that you wish to add before submitting for final validation and submit, you can click on Add Moves to bring up the Multi Visit Create screen again. Keep in mind, you can load all of your days moves from various terminals during one session, and then perform one Save All. You don't have to complete multiple sessions one at a time.





Menu

My Gate Moves

Add Moves

OICT

#DROP: None Single

#PICK: None Single

Drop Empty

Reference #

JKLU8289289

Plate

Date

Visit Is Ready For Speed Gate

OICT

#DROP: None Single

#PICK: None Single

Drop Empty

Reference #

PPLU82892

Plate

Date

Visit Is Ready For Speed Gate

OICT

#DROP: None Single

#PICK: None Single

Pick Import

Reference #

EISU89289289

Line

ISO

SzTpHt

Chassis #

Own

Add Moves

Advent Terminals

Date

PICK IMPORT

DROP DRAY

PICK DRAY

DROP EXPORT

PICK EMPTY

DROP EMPTY

Enter comma separated values or one value per line

Container Numbers

One item added per entered container number

File input

Choose File No file chosen

First row must contain column headers. Eg: Container_Num.

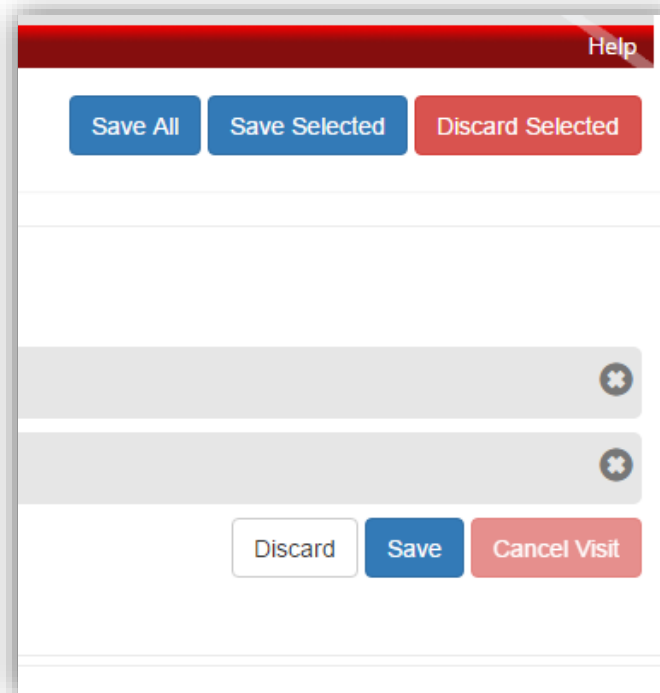
Download Template

Submit

Cancel

5.1.5. Submitting for Validation

After you've completed all inputs, you can select final actions of:



On the top right page command:

Save All – submit all the Multi-Visits you have completed for final validation and PreGate / Pre Arrival

Save Selected – submit the Multi-Visits that were checked off to be validated

Discard Selected – remove the Multi-Visits that you do not want validated

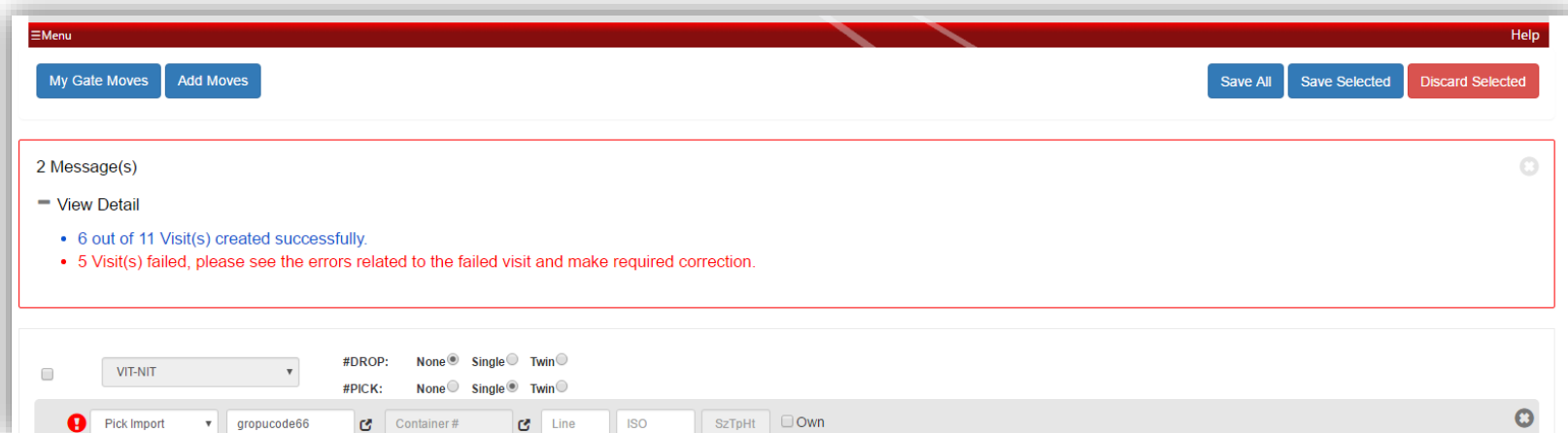
On the individual Multi-Visits:

Discard – remove the Multi-Visit

Save – individual submit for final validation

Cancel Visit – cancel this previously approved PreGate/Pre Arrival, only available if editing an existing PreGate/Pre Arrival, not available on initial create.

Upon submitting and completion of all validations, you will received a new message in the Message Window informing of any errors, or how many visits were created. To open the view, click the (+) icon next to View Detail



Menu Help

My Gate Moves Add Moves Save All Save Selected Discard Selected

2 Message(s) +

View Detail


- 6 out of 11 Visit(s) created successfully.
- 5 Visit(s) failed, please see the errors related to the failed visit and make required correction.

VIT-NIT #DROP: None ☒ Single ☐ Twin ☐
 #PICK: None ☐ Single ☒ Twin ☐


Pick Import Container # Line ISO SzTpHt ☐ Own +

6. Key of Icons:


 : Edit PreGate Move


 : Indicates that the PreGate data is valid

Note: be sure to check the PreGate status column to verify move status.

 : Informational message

 : Warning message, meaning warnings should be cleared prior to gate time to ensure a successful transaction


 : Indicates that the PreGate Move has errors that must be tended to or you will not successful gate

 : Active icon indicates that the PreGate Move can be cancelled

 : Inactive icon indicates that the PreGate Move cannot be cancelled

 : Auto In Gate is successful

 : Auto in Gate has warnings

 : Container Information icon, click to view container information

Document Control (amendment history & version control)			
Version	Date	Amended By (name)	Reason
1.0	Mar. 31, 2016	Advent	Created
2.0	Apr. 29, 2016	Advent	Added Multi-Visit functionality
2.1	May 6, 2016	Advent	Additional notes to Sec 3 for MISSED PreGate
3.0	June 14, 2016	Advent	Screenshot change for new UI enhancements and © PreGate