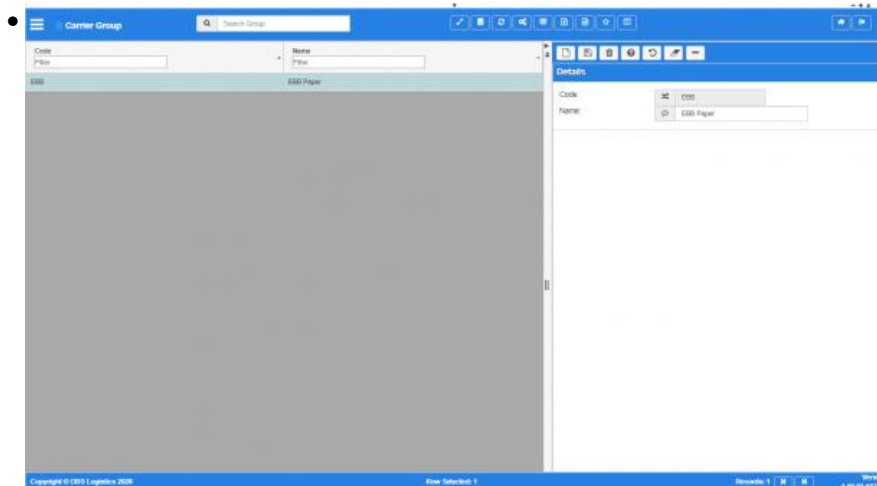


This screen allows you to maintain the carrier groups in the system. These are used when you create carriers in the **Carriers** screen.










Carrier groups maintenance

You can query data by and/or choose to display data as follows:

- *Code* - the carrier group code.
- *Name* - the carrier group description.
- *Active*.
- *Created By*.
- *Created Date*.
- *Last Updated By*.
- *Last Updated Date*.
- *Last Active Change By*.
- *Last Active Change Date*.
- *Last Process Id*.
- *Update Counter*.

The following actions are available on the Details panel:

-  **New** - create a new record.
-  **Save** - save a new record or changes to an existing record.
-  **Delete** - delete an existing record.
-  **Help** - help on this screen.
-  **Undo** - undo change made since last save.
-  **Clear** - clear all fields.
-  **Toggle** - toggle display of all accordion headers.

You can change or add the following information:

- *Code* - the carrier group code.
- *Name* - the carrier group description.

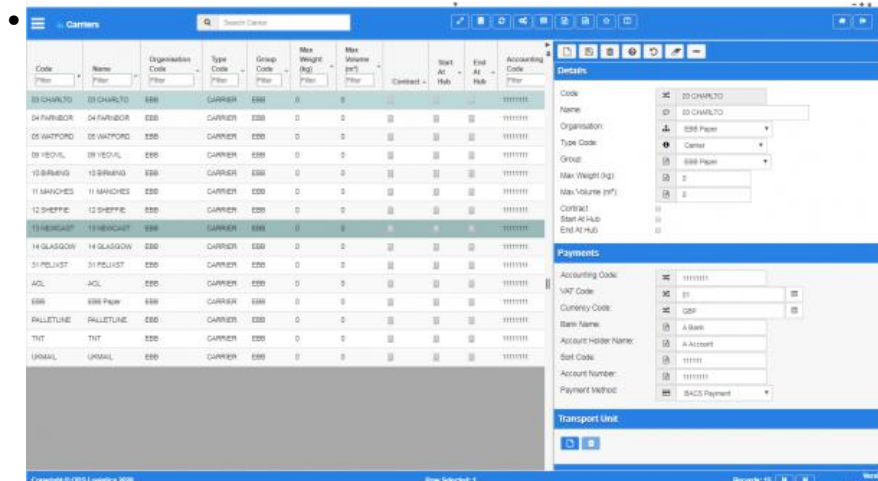
Contents

1 Carriers.....	1
1.1 Details section.....	2
1.2 Payments section.....	2
1.3 Transport Unit section.....	2
1.4 Product Type section.....	3
1.5 Location Zone section.....	3
1.6 Operating Location section.....	3
1.7 Vehicle Type section.....	4
1.8 Service Level section.....	4
1.9 Contacts section.....	4
1.10 Addresses section.....	5
1.11 Parameters section.....	5
2 Drivers.....	7
2.1 Driver Details section.....	8
2.2 Carriers section.....	8
2.3 Qualifications section.....	8
2.4 Customer Exclusions.....	8
2.5 Location Exclusions.....	9
2.6 Parameters section.....	9
2.7 Notes section.....	9
2.8 Contacts section.....	9
2.9 Calendar section.....	10
3 Qualifications.....	12
4 Resource Type.....	13
5 Shift Pattern.....	14
5.1 Details section.....	15
5.2 Days section.....	15
6 Transport Unit Categories.....	16
7 Transport Units.....	17
7.1 Parameters section.....	18

1 Carriers

This screen allows you to maintain the carriers in the system. You can use carriers created here in many places in the system, including:

- Trips.
- Routes.
- Drivers.
- Vehicles.










Carriers

You can query data by and/or choose to display data as follows:

- Code.
- Name.
- Organisation Code.
- Type Code.
- Group Code.
- Max Weight (kg).
- Max Volume (m³).
- Contract.
- Start At Hub.
- End At Hub.
- Accounting Code.
- VAT Code.
- Currency Code.
- Bank Name.
- Account Holder Name.
- Sort Code.
- Account Number.
- Payment Method.
- Active.
- Created By.
- Created Date.
- Last Updated By.
- Last Updated Date.
- Last Active Change By.
- Last Active Change Date.
- Last Process Id.
- Update Counter.

The following actions are available on the Details panel:





-  **New** - create a new record.
-  **Save** - save a new record or changes to an existing record.
-  **Delete** - delete an existing record.
-  **Help** - help on this screen.
-  **Undo** - undo change made since last save.
-  **Clear** - clear all fields.
-  **Toggle** - toggle display of all accordion headers.

You can change or add the following information:

1.1 Details section


- *Code* - the carrier code.
- *Name* - the carrier name.
- *Organisation Code* - a drop-down list of all organisations in the system. You can maintain organisations in the [Organisation](#) screen.
- *Type Code* - a drop-down list of all carrier types in the system. You can maintain carrier types in the [Carrier Type](#) screen.
- *Group Code* - a drop-down list of all carrier groups in the system. You can maintain carrier types in the [Carrier Group](#) screen.
- *Max Weight (kg)* - the maximum consignment (order) weight carried by this carrier.
- *Max Volume (m³)* - the maximum consignment (order) volume carried by this carrier.
- *Contract* - a check box indicating contract.
- *Start At Hub* - a check box indicating that trips assigned to the carrier start at a defined hub location.
- *End At Hub* - a check box indicating that trips assigned to the carrier end at a defined hub location.


1.2 Payments section

- *Accounting Code*.
- *VAT Code* - the carrier's VAT code. You can enter the VAT code or select it from a list using the  **Lookup** button to the right of the value entry. The screen will display a pop-up window showing all VAT codes configured in the system. You can enter a VAT code by clicking the entry in the table or cancel by closing the window.
- *Currency Code* - the carrier's currency code. You can enter the currency code or select it from a list using the  **Lookup** button to the right of the value entry. The screen will display a pop-up window showing all currency codes configured in the system. You can enter a currency code by clicking the entry in the table or cancel by closing the window.
- *Bank Name*.
- *Account Holder Name*.
- *Sort Code*.
- *Account Number*.
- *Payment Method* - a drop-down list of all payment methods configured in the system. You can maintain payment methods in the [Payment Method](#) screen.

1.3 Transport Unit section


You can set whether certain transport units are allowed or not allowed.

You can add whether transport units are allowed by clicking the  **New** button in the section. The screen will display a pop-up window to enter the following:

- *Transport Unit* - the transport unit. You can enter the transport unit or select it from a list using the  **Lookup** button to the right of the value entry. The screen will display a pop-up window showing all codes configured in the system. You can find codes by using the Filter box at the top of the pop-up and entering some characters of the code or name. You can enter a code by clicking the entry in the table or cancel by closing the window. You can configure transport units in the [Transport Units](#) screen.
- *Allowed* - a check box controlling whether the transport unit is allowed or not.


You can save your changes with the **Save** button, or discard your changes with the **Close** button.




You can delete an existing transport unit by selecting the transport unit row in the table and then clicking the  **Delete** button in the section header.


1.4 Product Type section

You can set whether certain Product Types are allowed or not allowed.

You can add whether Product Types are allowed by clicking the  **New** button in the section. The screen will display a pop-up window to enter the following:


- *Product Types* - the product type. You can enter the product type or select it from a list using the  **Lookup** button to the right of the value entry. The screen will display a pop-up window showing all codes configured in the system. You can find codes by using the Filter box at the top of the pop-up and entering some characters of the code or name. You can enter a code by clicking the entry in the table or cancel by closing the window. You can configure product types in the [Product Types](#) screen.
- *Allowed* - a check box controlling whether the product type is allowed.


You can save your changes with the **Save** button, or discard your changes with the **Close** button.

You can delete an existing product type by selecting the product type row in the table and then clicking the  **Delete** button in the section header.


1.5 Location Zone section

You can set whether certain location zones are allowed or not allowed.

You can add whether location zones are allowed by clicking the  **New** button in the section. The screen will display a pop-up window to enter the following:


- *Location Zone* - the location zone code. You can enter the location zone or select it from a list using the  **Lookup** button to the right of the value entry. The screen will display a pop-up window showing all codes configured in the system. You can find codes by using the Filter box at the top of the pop-up and entering some characters of the code or name. You can enter a code by clicking the entry in the table or cancel by closing the window. You can configure location zones in the [Location Zones](#) screen.
- *Allowed* - a check box controlling whether the location zone is allowed.


You can save your changes with the **Save** button, or discard your changes with the **Close** button.

You can delete an existing location zone by selecting the location zone row in the table and then clicking the  **Delete** button in the section header.


1.6 Operating Location section

You can set whether certain locations are allowed or not allowed.

You can add whether locations are allowed by clicking the  **New** button in the section.


You can edit an existing location by selecting the location row in the table and then clicking the  **Edit** button in the section header.

The screen will display a pop-up window to enter the following:

- *Locations* - the location code. You can enter the location code or select it from a list using the  **Lookup** button to the right of the value entry. The screen will display a pop-up window showing all codes configured in the system. You can find codes by using the Filter box at the top of the pop-up and entering some characters of the code or name. You can enter a code by clicking the entry in the table or cancel by closing the window. You can configure locations in the [Locations](#) screen.
- *Allowed* - a check box controlling whether the location is allowed.




You can save your changes with the **Save** button, or discard your changes with the **Close** button.

You can delete an existing location by selecting the location row in the table and then clicking the  **Delete** button in the section header.


1.7 Vehicle Type section

You can set whether certain vehicle types are allowed or not allowed.


You can add whether vehicle types are allowed by clicking the  **New** button in the section.

You can edit an existing vehicle type by selecting the vehicle type row in the table and then clicking the  **Edit** button in the section header.

The screen will display a pop-up window to enter the following:

- *Vehicle Type* - the vehicle type. You can enter the vehicle type or select it from a list using the  **Lookup** button to the right of the value entry. The screen will display a pop-up window showing all codes configured in the system. You can find codes by using the Filter box at the top of the pop-up and entering some characters of the code or name. You can enter a code by clicking the entry in the table or cancel by closing the window. You can configure vehicle types in the [Vehicle Types](#) screen.
- *Allowed* - a check box controlling whether the vehicle type is allowed or not.


You can save your changes with the **Save** button, or discard your changes with the **Close** button.

You can delete an existing vehicle type by selecting the vehicle type row in the table and then clicking the  **Delete** button in the section header.


1.8 Service Level section

You can set the service levels allowed here.

You can add the service levels allowed by clicking the  **New** button in the section. The screen will display a pop-up window to enter the following:


- *Service Level* - the service level. You can enter the service level or select it from a list using the  **Lookup** button to the right of the value entry. The screen will display a pop-up window showing all codes configured in the system. You can find codes by using the Filter box at the top of the pop-up and entering some characters of the code or name. You can enter a code by clicking the entry in the table or cancel by closing the window. You can configure service levels in the [Service Level](#) screen.


You can save your changes with the **Save** button, or discard your changes by closing the window.

You can delete an existing service level by selecting the service level row in the table and then clicking the  **Delete** button in the section header.

1.9 Contacts section

You can add any number of contacts here.

You can add a contact by clicking the  **New** button in the section.

You can edit an existing contact by selecting the contact row in the table and then clicking the  **Edit** button in the section header.


The screen will display a pop-up window to enter the following:



- *Title.*
- *Forename.*
- *Surname.*
- *Job Title.*
 - ◆ *Contact Mediums* - a list of all contact media for the customer.
 - ◆ *Primary Phone.*
 - ◆ *Primary Email.*
 - ◆ *Primary Mobile.*


You can add additional contact media by selecting the media type from the drop-down list. The screen will add the medium to the Contact Mediums list above. Additional contact media:


- *Email.*
- *Fax.*
- *Mobile.*
- *Skype.*
- *Facebook.*
- *Twitter.*

You can delete an existing contact by selecting the contact row in the table and then clicking the  **Delete** button in the section header.

1.10 Addresses section

You can set the applicable addresses here.

You can add an address by clicking the  **New** button in the section. The screen will display a pop-up window to enter the following:

- *Location* - the location code. You can enter the location code or select it from a list using the  **Lookup** button to the right of the value entry. The screen will display a pop-up window showing all codes configured in the system. You can find codes by using the Filter box at the top of the pop-up and entering some characters of the code or name. You can enter a code by clicking the entry in the table or cancel by closing the window. You can configure locations in the [Locations](#) screen.
- *Type* - a drop-down list indicating the address type. Values: Billing Address; Collection Address; Delivery Address; Headquarters.

You can save your changes with the **Save** button, or discard your changes with the **Close** button.

You can remove an address by selecting it from the table and clicking the  **Delete** button in the section header.

1.11 Parameters section

You can set parameters here to control additional functionality.

You can select a parameter to add using the provided Select Parameter drop-down list and clicking the **+ Add** button.

Once you have selected the parameter, the screen will display it in this section. Parameters are displayed in the sequence which your system administrators have configured them to be displayed. Once the parameter is added, you can enter the value - in general, the screen will validate the value or will provide a list of values to select, depending on the parameter settings.

You can remove a parameter by clicking the  **Cancel** button next to the parameter value.

The following parameters are currently available:

Label	Description	Long Description	Type	Values
-------	-------------	------------------	------	--------

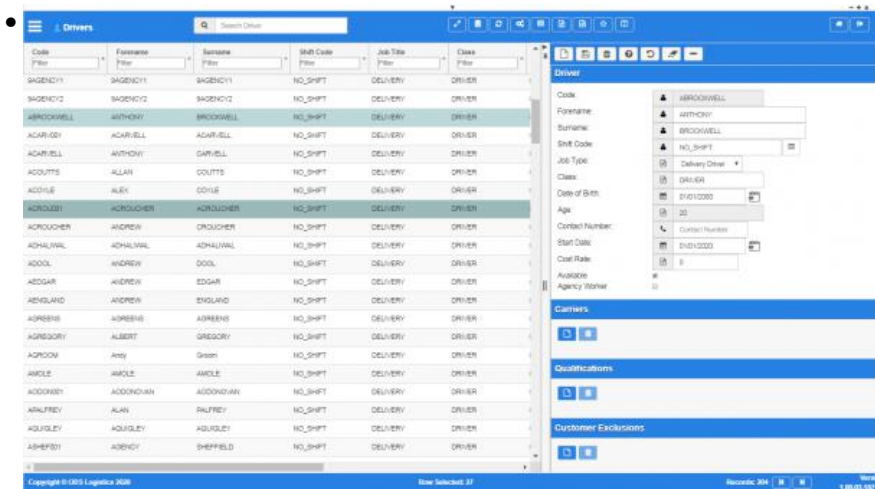


Label	Description	Long Description	Type	Values
EPOD WS Password	EPOD WS Password	EPOD WS Password	TextBox	String
EPOD WS Username	EPOD WS Username	EPOD WS Username	TextBox	String



2 Drivers

This screen allows you to maintain the vehicles in the system. Vehicles are used to define the specific parameters of a vehicle. You resource trips with vehicles.










Drivers

You can query data by and/or choose to display data as follows:

- *Code.*
- *Forename.*
- *Surname.*
- *Shift Code.*
- *Job Title.*
- *Class.*
- *Date of Birth.*
- *Contact Number.*
- *Start Date.*
- *Available.*
- *Agency Worker.*
- *Carriers.*
- *Active.*
- *Created By.*
- *Created Date.*
- *Last Updated By.*
- *Last Updated Date.*
- *Last Active Change By.*
- *Last Active Change Date.*
- *Last Process Id.*
- *Update Counter.*




The following actions are available on the Details panel:

-  **New** - create a new record.
-  **Save** - save a new record or changes to an existing record.
-  **Delete** - delete an existing record.
-  **Help** - help on this screen.
-  **Undo** - undo change made since last save.
-  **Clear** - clear all fields.
-  **Toggle** - toggle display of all accordion headers.

You can change or add the following information:






2.1 Driver Details section

- *Code* - the driver code.
- *Forename* - the driver's first name.
- *Surname* - the driver's last name.
- *Shift Code* - the driver's assigned shift. The screen validates this against the created shift codes in the system. You can look up the available shift codes using the  **Lookup** button to the right of the value entry. A pop-up window will be displayed listing the available values. You can select a value from the list, or cancel the look up by closing the window.
- *Job Title* - a drop-down list of all job titles configured in the system.
- *Class* - free-text.
- *Date of Birth* - the driver's date of birth. You can use the  **Calendar** button to select the date from a pop-up calendar.
- *Contact Number* - the driver's contact number.
- *Start Date* - the driver's start date. You can use the  **Calendar** button to select the date from a pop-up calendar.
- *Available* - a check box indicating that the driver is available for work.
- *Agency Worker* - a check box indicating that this driver is an agency worker.

2.2 Carriers section



You can assign the resource to any number of carriers.


You can assign the resource to a carrier by clicking the  **New** button in the section header. The screen will display a pop-up window to allow you to identify the carrier to which you want to assign the vehicle. You can enter a carrier code or click the  **Lookup** button to the right of the value entry to see a list of all carriers. You can select a carrier from this list to select it or close the window to cancel entry. Once you have selected or entered a carrier, you can save the resource to this carrier using the **Save** button. You can cancel adding the resource to the carrier by closing the window.

You can remove a resource from a carrier by selecting the carrier in the table and then clicking the  **Delete** button in the section header.

2.3 Qualifications section



You can assign qualifications to the driver. You can maintain the qualifications that may be assigned to a driver in the **Qualifications** screen.

You can assign a qualification to the driver by clicking the  **New** button in the section header. The screen will display a pop-up window to allow you to identify the qualification to which you want to assign the vehicle from a drop-down list. You must also enter a valid date range. You can use the  **Calendar** buttons to the right of the value entry to select the dates. Once you have selected a qualification and entered valid dates, you can save the driver's qualification using the **Save** button. You can cancel by closing the window.


You can remove a qualification from a driver by selecting the qualification in the table and then clicking the  **Delete** button in the section header.

2.4 Customer Exclusions

You can exclude the driver from being able to work for certain customers by adding the customers to the exclusion list. You can maintain the customers in the **Customer** screen.



You can exclude a customer by clicking the  **New** button in the section header. The screen will display a pop-up window to allow you to identify the customer from which you want to exclude the driver. You can enter a customer code or click the  **Lookup** button to the right of the value entry to see a list of all customers. You can select a customer from this list to select it or close the window to cancel entry. Once you have selected or entered a customer, you can save the excluded customer using the **Save** button. You can cancel excluding the customer by closing the window.




You can remove an excluded customer from a driver by selecting the customer in the table and then clicking the  **Delete** button in the section header.

2.5 Location Exclusions

You can exclude the driver from being able to at certain locations by adding the locations to the exclusion list. You can maintain the locations in the [Locations](#) screen.

You can exclude a location by clicking the  **New** button in the section header. The screen will display a pop-up window to allow you to identify the location from which you want to exclude the driver. You can enter a location code or click the  **Lookup** button to the right of the value entry to see a list of all locations. You can select a location from this list to select it or close the window to cancel entry. Once you have selected or entered a location, you can save the excluded location using the **Save** button. You can cancel excluding the location by closing the window.

You can remove an excluded location from a driver by selecting the location in the table and then clicking the  **Delete** button in the section header.

2.6 Parameters section

You can set parameters here to control additional functionality.

You can select a parameter to add using the provided Select Parameter drop-down list and clicking the **+ Add** button.

The available parameters are configurable in the [User Parameters](#) screen.

Once you have selected the parameter, the screen will display it in this section. Parameters are displayed in the sequence which your system administrators have configured them to be displayed. Once the parameter is added, you can enter the value - in general, the screen will validate the value or will provide a list of values to select, depending on the parameter settings.


You can remove a parameter by clicking the  **Cancel** button next to the parameter value.

The following parameters are currently available:

Label	Description	Long Description	Type	Values
EPOD Password	EPOD Password	EPOD Password	TextBox	String
EPOD Username	EPOD Username	EPOD Username	TextBox	String

2.7 Notes section


You can add notes through the Notes section.


You can click the  **New** button in the Notes section to create a new note. This will be tagged with your user name and date/time.

Any notes may be removed by clicking the **x** in the corner of the note.

2.8 Contacts section

You can add any number of contacts here.

You can add a contact by clicking the  **New** button in the section.

You can edit an existing contact by selecting the contact row in the table and then clicking the  **Edit** button in the section header.




The screen will display a pop-up window to enter the following:

- *Title.*
- *Forename.*
- *Surname.*
- *Job Title.*
 - ◆ *Contact Mediums* - a list of all contact media for the customer.
 - ◆ *Primary Phone.*
 - ◆ *Primary Email.*
 - ◆ *Primary Mobile.*

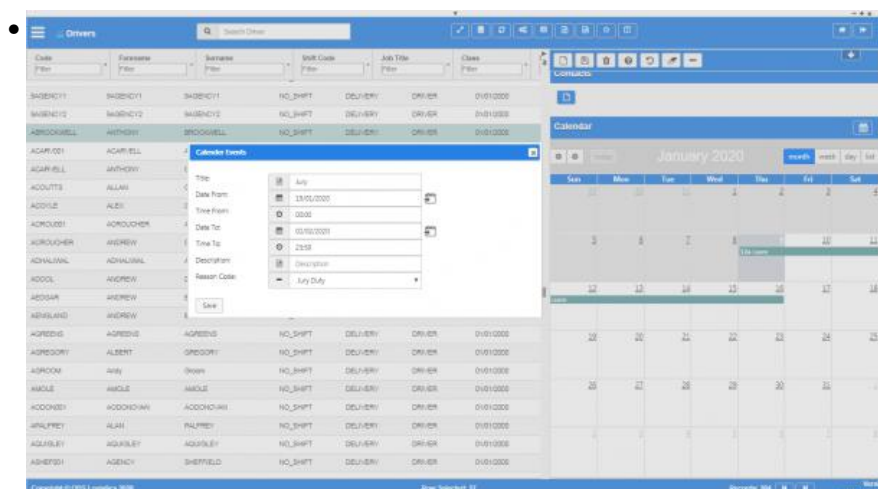
You can add additional contact media by selecting the media type from the drop-down list. The screen will add the medium to the Contact Mediums list above. Additional contact media:

- *Email.*
- *Fax.*
- *Mobile.*
- *Skype.*
- *Facebook.*
- *Twitter.*

You can delete an existing contact by selecting the contact row in the table and then clicking the  **Delete** button in the section header.

2.9 Calendar section

You can control availability through the Calendar section.



Driver availability calendar

Here, you can determine the period (hours, days, weeks) where this resource is unavailable.

The section shows a calendar. You can choose to display this in a month, week, day or list format, using the buttons in the title.

- In the month view, the whole month is shown. Events are displayed as the time hours plus an "a" for AM or "p" for PM, followed by the title underneath.
- in the week view, the whole week is shown with all hours in each day. Events are displayed as a block on the days and hours booked, showing the range of times followed by the title underneath.
- in the day view, the whole day is shown with all hours in the day. Events are displayed as a block on the hours booked, showing the range of times followed by the title underneath.
- In the list view, all events in a month are shown. Headers are added to the list for those days with events, showing the full date and day. An entry is shown for each day of the event, showing the time range and the title.



You can move between days, weeks or months using the left and right buttons in the calendar header.



If you click on a day in month view, you will be taken to that day in the day view.

If you drag to select a range of days, the screen will display a Calendar Events pop-up for you to enter the details. The dates from and to will be set to the selected dates, the times from set from midnight to midnight.

If you click on an hour in week or day view, the screen will display a Calendar Events pop-up for you to enter the details. The dates will be set to the selected date, the time from set to the selected time, and the time to set as midnight.

You cannot add events from the event list directly.

The Calendar Events pop-up allows you to enter the following:

- **Title** - the title of the event. The screen will display this in the calendar.
- **Date From** - the range of the event. This can be multiple days or hours. You can use the  **Calendar** look-up button to help selecting a date.
- **Time From**.
- **Date To** - you can use the  **Calendar** look-up button to help selecting a date.
- **Time To**.
- **Description** - the description.
- **Reason Code** - a drop-down list of all of the configured resource reason codes. You can configure these codes in the [Resource Reason Codes](#) screen.



The pop-up will default the dates and times as you selected them from the calendar initially (for a new event) or the details of the event selected. Although the values are pre-set, you can change them here.

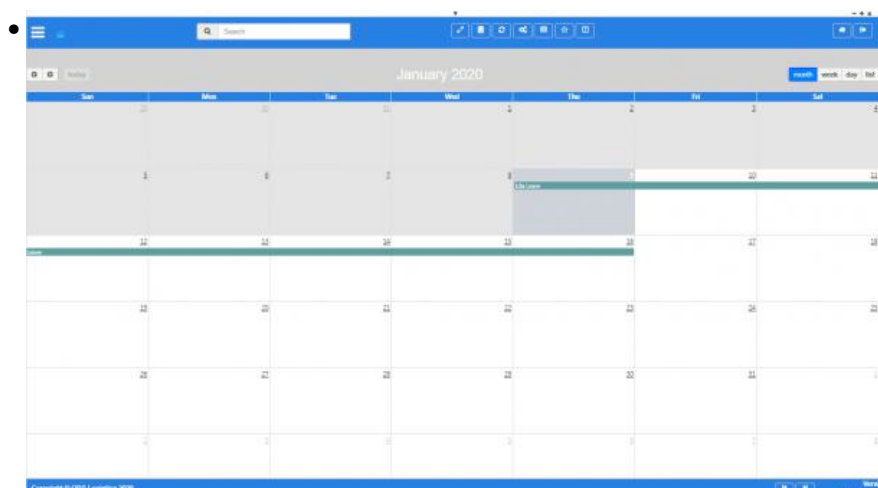
You can save a new event with the **Save** button.

You can update an existing event with the **Update** button, or delete the event with the **Delete** button.

You can enter or update the event by closing the window.

Once saved, the event will be displayed in the main calendar.

 **Note:** If you need more room to edit the calendar, you can click the  **Calendar** button in the title. The system will open a new tab in your browser with a full-screen calendar view. This full-screen view operates in the same way as the embedded calendar.

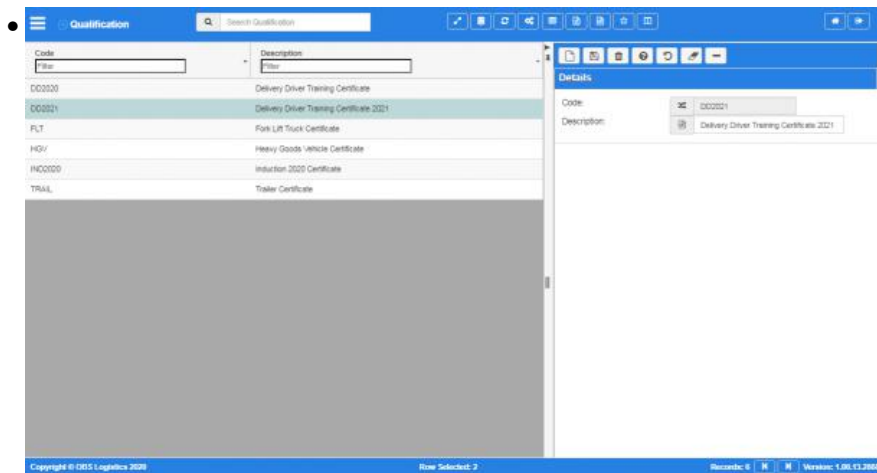


Full-screen calendar



3 Qualifications

This screen allows you to maintain driver qualifications in the system. You can assign these to drivers in the [Drivers](#) screen.



Qualifications screen

You can query data by and/or choose to display data as follows:

- **Code.**
- **Description.**

The following actions are available on the Details panel:

- **New** - create a new record.
- **Save** - save a new record or changes to an existing record.
- **Delete** - delete an existing record.
- **Help** - help on this screen.
- **Undo** - undo change made since last save.
- **Clear** - clear all fields.
- **Toggle** - toggle display of all accordion headers.

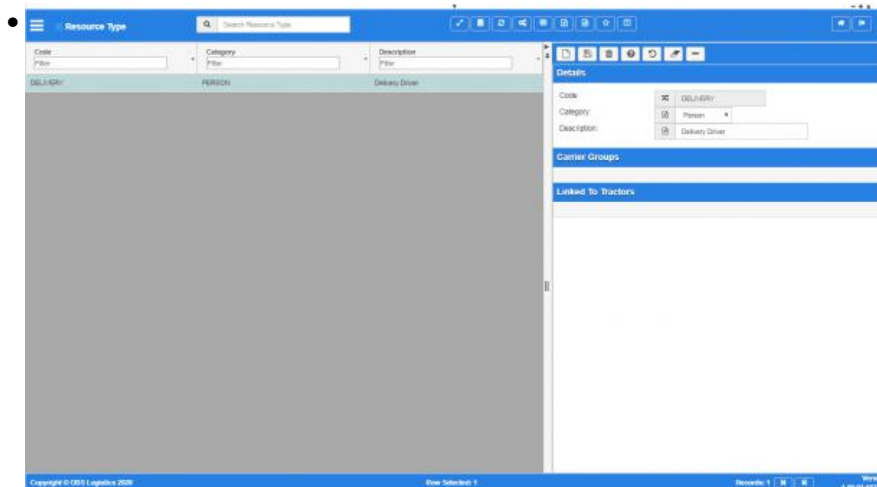
You can change or add the following information:

- **Code** - the qualification code.
- **Description** - the description of the qualification.



4 Resource Type

This screen allows you to maintain the resource types in the system.



Resource types maintenance

You can query data by and/or choose to display data as follows:

- **Code** - the resource type code.
- **Category** - the resource type category.
- **Description** - the resource type description.
- **Active**.
- **Created By**.
- **Created Date**.
- **Last Updated By**.
- **Last Updated Date**.
- **Last Active Change By**.
- **Last Active Change Date**.
- **Last Process Id**.
- **Update Counter**.

The following actions are available on the Details panel:

- **New** - create a new record.
- **Save** - save a new record or changes to an existing record.
- **Delete** - delete an existing record.
- **Help** - help on this screen.
- **Undo** - undo change made since last save.
- **Clear** - clear all fields.
- **Toggle** - toggle display of all accordion headers.

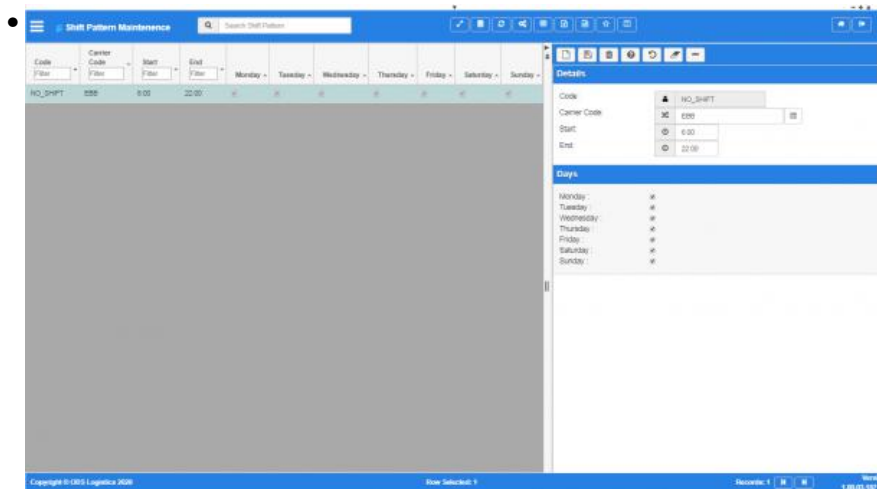
You can change or add the following information:

- **Code** - the resource type code.
- **Category** - a drop-down list of resource type categories. Values: Vehicle; Person.
- **Description** - the resource type description.



5 Shift Pattern

This screen allows you to maintain driver shift patterns in the system. You can assign these to drivers in the [Drivers](#) screen.



You can query data by and/or choose to display data as follows:

- *Code.*
- *Carrier Code.*
- *Start.*
- *End.*
- *Monday.*
- *Tuesday.*
- *Wednesday.*
- *Thursday.*
- *Friday.*
- *Saturday.*
- *Sunday.*
- *Active.*
- *Created By.*
- *Created Date.*
- *Last Updated By.*
- *Last Updated Date.*
- *Last Active Change By.*
- *Last Active Change Date.*
- *Last Process Id.*
- *Update Counter.*


The following actions are available on the Details panel:

- **New** - create a new record.
- **Save** - save a new record or changes to an existing record.
- **Delete** - delete an existing record.
- **Help** - help on this screen.
- **Undo** - undo change made since last save.
- **Clear** - clear all fields.
- **Toggle** - toggle display of all accordion headers.

You can change or add the following information:



5.1 Details section

- *Code* the shift code.
- *Carrier Code* - the carrier code. You can select the carrier code from a list by clicking the  **Lookup** button to the right of the value entry. The screen will display a pop-up window showing all carriers in the system. You can select the carrier by clicking on the carrier in the list, or cancel entry by closing the window.
- *Start* - the start time of the shift.
- *End* - the end time of the shift.

5.2 Days section

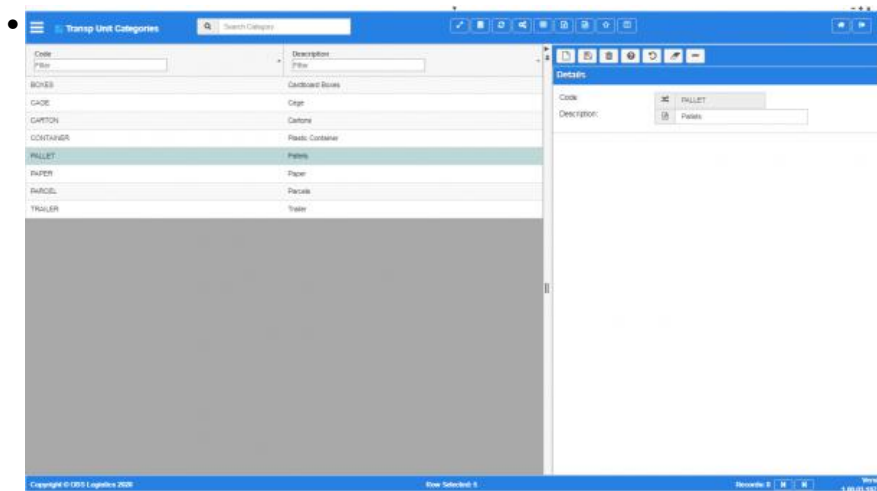
This section allows you to indicate through check boxes that these hours apply to that day.

- *Monday.*
- *Tuesday.*
- *Wednesday.*
- *Thursday.*
- *Friday.*
- *Saturday.*
- *Sunday.*



6 Transport Unit Categories

This screen allows you to maintain the transport unit categories in the system. These are used when you create transport units in the [Transport Units](#) screen.



Transport unit categories maintenance

You can query data by and/or choose to display data as follows:

- **Code** - the transport unit category code.
- **Description** - the transport unit category description.
- **Active**.
- **Created By**.
- **Created Date**.
- **Last Updated By**.
- **Last Updated Date**.
- **Last Active Change By**.
- **Last Active Change Date**.
- **Last Process Id**.
- **Update Counter**.

The following actions are available on the Details panel:

- **New** - create a new record.
- **Save** - save a new record or changes to an existing record.
- **Delete** - delete an existing record.
- **Help** - help on this screen.
- **Undo** - undo change made since last save.
- **Clear** - clear all fields.
- **Toggle** - toggle display of all accordion headers.

You can change or add the following information:

- **Code** - the transport unit category code.
- **Description** - the transport unit category description.



7 Transport Units

This screen allows you to maintain the transport units in the system. These are used when you create order lines and items in the **Orders** screen.

The screenshot shows the 'Transport Units' screen. On the left is a table with columns: Code, Description, Base Unit Equivalent (BUE), Volume (m³), Volume Collapsed (m³), Weight (kg), Width (m), Length (m), Height (m), Volume Fixed, and Weight Fixed. The table lists various units like 1000, 1000m, 1000l, 1000c, 1000w, 1000h, 1000v, 1000f, 1000s, 1000t, 1000r, 1000p, 1000d, 1000e, 1000i, 1000o, 1000u, 1000n, 1000m, 1000l, 1000c, 1000w, 1000h, 1000v, 1000f, 1000s, 1000t, 1000r, 1000p, 1000d, 1000e, 1000i, 1000o, 1000u, 1000n. On the right is a 'Details' panel with fields for Code, Description, Base Unit Equivalent (BUE), Volume (m³), Volume Collapsed (m³), Weight (kg), Width (m), Length (m), Height (m), Volume Fixed, Weight Fixed, Footprint Fixed, Allow Decimals, Category Code, Asset Tagged, Stackable Unit Height, and Active.

Transport units

You can query data by and/or choose to display data as follows:

- **Code.**
- **Description.**
- **Base Unit Equivalent (BUE).**
- **Volume (m³).**
- **Volume Collapsed (m³).**
- **Weight (kg).**
- **Width (m).**
- **Length (m).**
- **Height (m).**
- **Volume Fixed.**
- **Weight Fixed.**
- **Footprint Fixed.**
- **Allow Decimals.**
- **Category Code.**
- **Asset Tagged.**
- **Stackable Unit Height.**
- **Active.**
- **Created By.**
- **Created Date.**
- **Last Updated By.**
- **Last Updated Date.**
- **Last Active Change By.**
- **Last Active Change Date.**
- **Last Process Id.**
- **Update Counter.**

The following actions are available on the Details panel:

- **New** - create a new record.
- **Save** - save a new record or changes to an existing record.
- **Delete** - delete an existing record.
- **Help** - help on this screen.
- **Undo** - undo change made since last save.
- **Clear** - clear all fields.
- **Toggle** - toggle display of all accordion headers.



You can change or add the following information:

- *Code* - the transport unit code.
- *Description* - the description of the transport unit.
- *Base Unit Equivalent (BUE)* - how many BEU is this transport unit considered to be the equivalent of?
- *Volume (m³)*.
- *Volume Collapsed (m³)*.
- *Weight (kg)*.
- *Width (m)*.
- *Length (m)*.
- *Height (m)*.
- *Volume Fixed* - a check box indicating that the volume is fixed.
- *Weight Fixed* - a check box indicating that the weight is fixed.
- *Footprint Fixed* - a check box indicating that the footprint is fixed.
- *Allow Decimals* - a check box indicating that the unit quantity can be provided in decimal values rather than whole numbers.
- *Category Code* - a drop-down list of all transport unit categories configured in the system. You can maintain transport unit categories in the [Transport Unit Categories](#) screen.
- *Asset Tagged* - a check box indicating that the asset is permanent and trackable.
- *Stackable Unit Height*.

7.1 Parameters section

You can set parameters here to control additional functionality.

You can select a parameter to add using the provided Select Parameter drop-down list and clicking the **+ Add** button.

The available parameters are configurable in the [Transport Unit Parameters](#) screen.

Once you have selected the parameter, the screen will display it in this section. Parameters are displayed in the sequence which your system administrators have configured them to be displayed. Once the parameter is added, you can enter the value - in general, the screen will validate the value or will provide a list of values to select, depending on the parameter settings.

You can remove a parameter by clicking the **✖ Cancel** button next to the parameter value.

The following parameters are currently available:

Label	Description	Long Description	Type	Values
Conversion Code	Conversion Code	Conversion Code	DropDownList	All available transport unit types.
Conversion Type	Conversion Type	Conversion Type	DropDownList	Multiply, Round, Exclude, As Received
Conversion Value	Conversion Value	Conversion Value	TextBox	Integer

