

Bay Diary Booking Emails

Aptean Ltd
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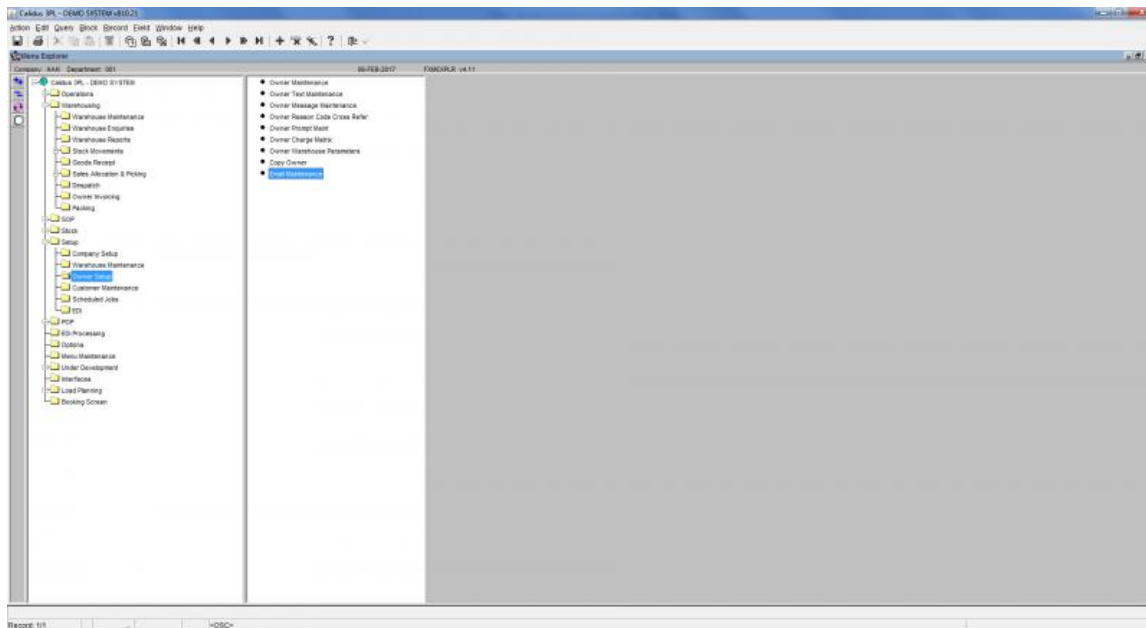
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1 Bay Diary Booking Emails

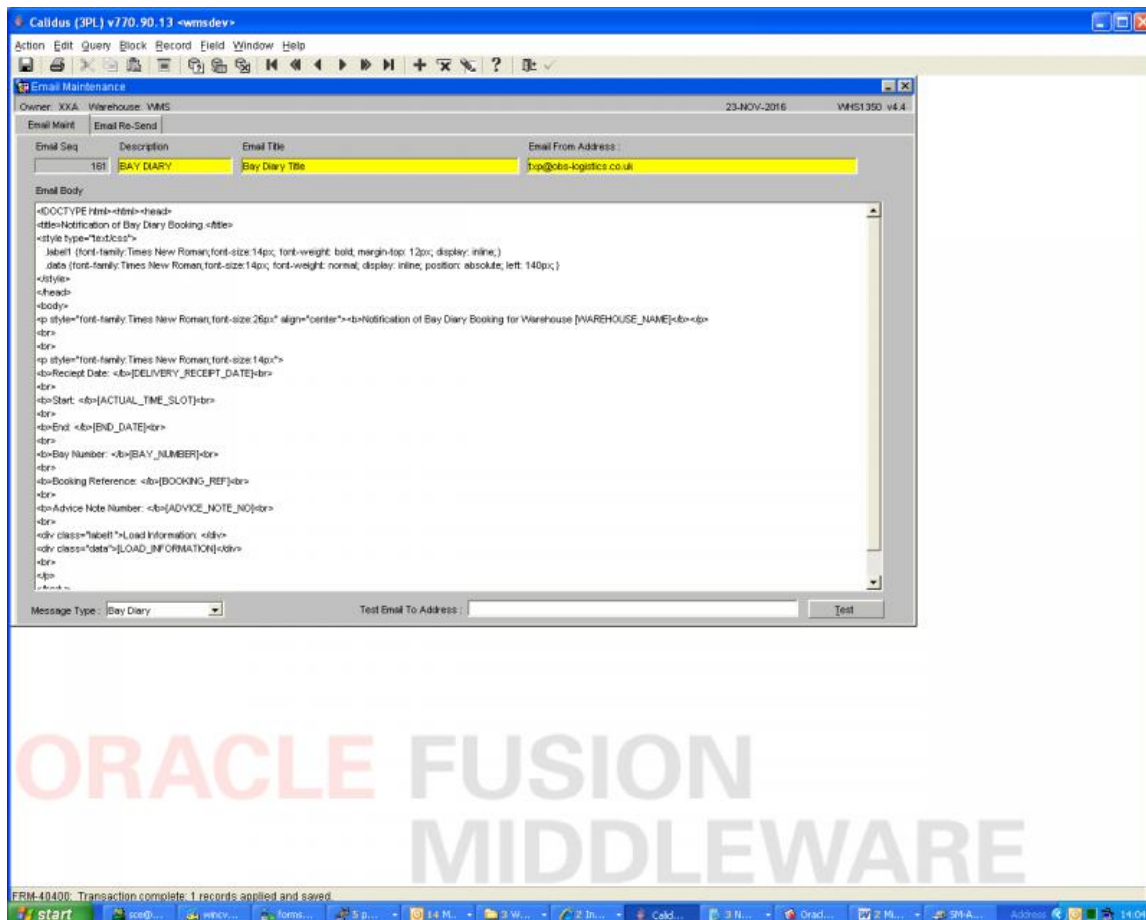
The intent of this guide is to show the steps necessary to automate bay diary booking confirmation emails through WMS.



2.3 New email record (Bay Diary)



2.4 Add the new 'Bay Diary' record



2.5 TEXT for the new email record (Bay Diary)

```
<!DOCTYPE html><html><head>
<title>Notification of Bay Diary Booking.</title>
<style type="text/css">
.label1 {font-family:Times New Roman;font-size:14px; font-weight: bold; margin-top: 12px; display: inline;}
.data {font-family:Times New Roman;font-size:14px; font-weight: normal; display: inline; position: absolute}
</style>
</head>
<body>
<p style="font-family:Times New Roman;font-size:26px" align="center"><b>Notification of Bay Diary Booking f
<br>
<br>
<p style="font-family:Times New Roman;font-size:14px">
<b>Reciept Date: </b>[DELIVERY_RECEIPT_DATE]<br>
<br>
<b>Start: </b>[ACTUAL_TIME_SLOT]<br>
<br>
<b>End: </b>[END_DATE]<br>
<br>
<b>Bay Number: </b>[BAY_NUMBER]<br>
<br>
<b>Booking Reference: </b>[BOOKING_REF]<br>
<br>
<b>Advice Note Number: </b>[ADVICE_NOTE_NO]<br>
<br>
<div class="label1">Load Information: </div>
<div class="data">[LOAD_INFORMATION]</div>
<br>
</p>
</body>
</html>
```



Note: Although stored at Warehouse / Owner level, it is assumed that there will only be 1 record per warehouse.



3 Operation

3.1 Bay diary record entry

Set the 'Status' of the delivery to 'Processed' to generate the email, using the status dropdown in the details screen;

OR in the front screen popup box (there is a 'Resend Email' option as well)



The screenshot shows the Bay Diary web application. At the top, there's a navigation bar with the OBS LOGISTICS logo and a legend for 'Expected' (green), 'Expected within 1 hour' (yellow), and 'Arrived/Processed' (red). A calendar for February 2017 is displayed, with dates 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, and 31. A booking details pop-up is open on the right, showing: BayNumber: 1, Direction: Inbound, Date: 06/02/2017, Time: 16:00, Confirm Status: Processed, Booking Ref: DE2000143, Time Reqd: 60, Arrival Time: 00:00, and Departure Time: 00:00. Below the calendar, there's a table of depot bookings for DE2 WAREHOUSE1, with columns for Time Slot, Booking Ref, Supplier Info, Bookings, Special Instructions, and Center Info. The table shows bookings for 16:00 and 17:00 slots.

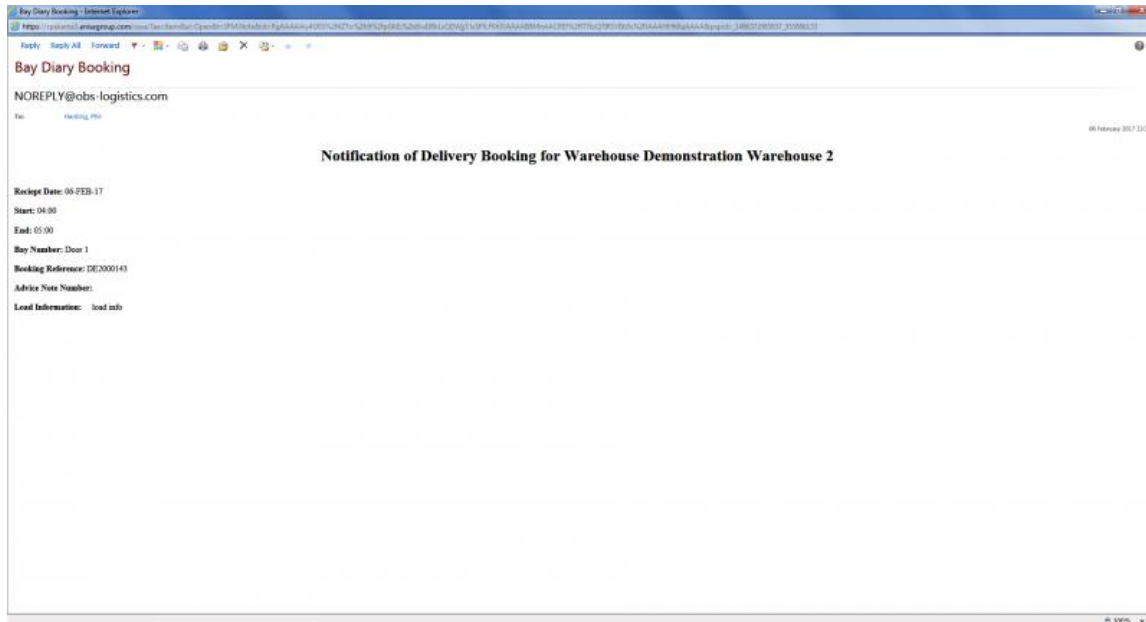
3.2 Email generated (text from the example above)

The screenshot shows an email client window titled 'Bay Diary Title - Message (HTML)'. The email is from 'Potter, Dave' and is dated 'Wed 23/11/2016 13:43'. The subject is 'Bay Diary Title'. The body of the email contains the following text:

Notification of Bay Diary Booking for Warehouse WMS NFT

Receipt Date: 23-NOV-16
 Start: 07:30
 End: 10:15
 Bay Number: Bay Number 9
 Booking Reference: WMS000101
 Advice Note Number: ADVICE9090909090
 Load Information: ROG21/DSKDSKSK
 ROG1/rog1
 ROG21/DSKDSKSK
 ROG1/rog1
 ROG21/DSKDSKSK
 ROG1/rog1





 **Note:** any commas in the description will be removed.

