TRANSPORT PRO

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Freight Operations Dashboard: Enterprise

Transport Pro

Table of Contents

Freight Operations Dashboard

The freight operations dashboard holds vital information, including available loads, dispatched loads and active drivers as well as tools that allow you to dispatch a load, search for drivers and edit load information. Below is a detailed guide that shows you how to navigate the dashboard and use the tools to their fullest functionality. Navigate to the Freight Operations Dashboard by following the path in the menu Load Management>Freight Operations Dashboard.

Available Loads

What are Available Loads?

- Active loads that have not yet been dispatched and have not yet been billed
- Express loads that have not been converted to a load and whose expiration date has not yet been met

Available Loads (9)

1

Load	Shipper	Origin	Destination	Terminal	Agent Rep	Pickup Date
1347	Louisville Terminal	Louisville, KY	Arvada, CO	KK	Green, T.	04/24/2015
1345	KK - Nashville	Brentwood, TN	Arvada, CO	KK	Green, T.	04/28/2015
1351	KK Shipping Plus	Mount Juliet, TN	Arvada, CO	KK	Green, T.	04/28/2015
1350	KK Shipping Plus	Mount Juliet, TN	Louisville, KY	KK	Green, T.	04/28/2015
1369	KK Shipping Plus	Mount Juliet, TN	Louisville, KY	KK	Green, T.	05/04/2015

Remove Available Loads

- Dispatch a driver/broker on the load.
- Cancel the load.
  - To dispatch or cancel the load, click on the Dispatch icon. An Edit Dispatch window will open. Choose the correct option from the drop-down menu in the Dispatch Status field.

Filter Results [Show All]

Print Results - View Freight Map

Exp Broker Pay	Commodity	Manage	
$3,360.43	E		
$3,518.83	Fencing		

Edit Dispatch

Save Dispatch   Cancel

Dispatch comments available - *click to expand*

Load ID	1347
Dispatch Status	Dispatched
Dispatch Who	
Driver	
Tractor	

Dispatched
At Shipper
Loaded
At Consignee
Delivered
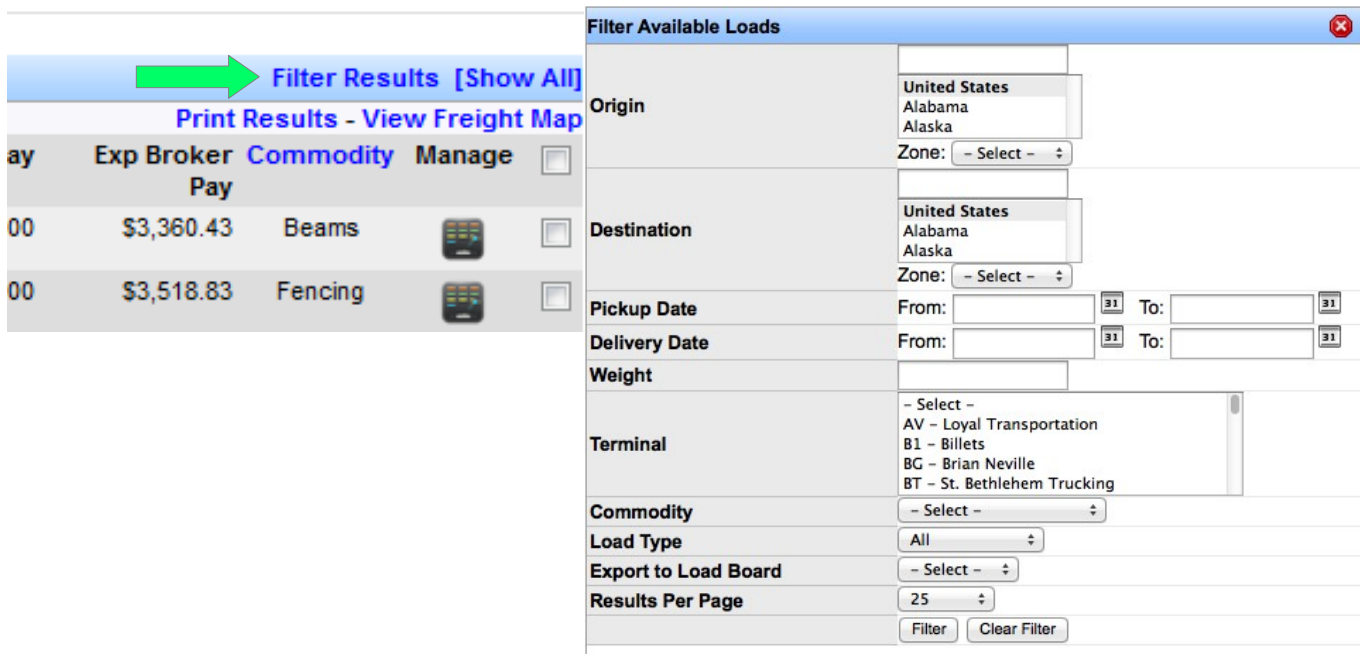Canceled

Manage Available Loads

The Freight Operations Dashboard allows you to manage available loads by performing a variety of functions. Use the icons listed below as a guide to perform the appropriate function.

- ○   Find drivers near the load.
- ○   Edit the load.
- ○   Add a dispatch for the load.

Filter Results For Available Loads

The system allows you to search for available loads based on specific criteria you filter. The image below shows you which criteria you can filter. To filter available loads, click on the Filter Results link in the upper right-hand corner of the Freight Operations page under the Available Loads category.

NOTE: As long as you are using the same computer, your filter criteria will be remembered the next time you log into Transport Pro. Remember, you can always click filter, then "Clear filter" to show all.

Print Results

To print results, click on the Print Results link, located under the Filter Results link. When you click on the Print Results link, a window will open that displays all available loads (taking any filters into account) in a printer-friendly format.

Available Loads (9)
Demo Company, Inc

Load	Shipper	Origin	Destination
1347	Louisville Terminal	Louisville, KY	Arvada, CO
1345	KK - Nashville	Brentwood, TN	Arvada, CO
1351	KK Shipping Plus	Mount Juliet, TN	Arvada, CO
1350	KK Shipping Plus	Mount Juliet, TN	Louisville, KY

View Freight Map

To view a freight map, click on the View Freight Map link, located to the right of the Print Results link. When you click on the View Freight Map link, a new window will open that displays a map with pinpoints of all the available loads (taking any filters into consideration).

Active Drivers

What are Active Drivers?

- Drivers not currently dispatched on a load
- The word "Available" should appear in the "Load Id" column, otherwise, the id of the load they are on is displayed.

Column Descriptions

Pickup Date

The pickup date column represents the pickup date of a driver's current load (if currently dispatched). This field looks at the pickup date specified on the dispatch first. If that is not set, it displays the pickup date specified on the load.

Delivery Date

This field displays where the driver is located at the specified time. This field looks at the delivery date specified on the dispatch first. If that is not set, it displays the delivery date specified on the load.

NOTE: For drivers who are currently dispatched, this field shows the final destination of their current load, and the estimated date and time the final destination will be reached.

Manage

-     Used to update the driver's status
-     Used to find loads near the driver's destination

Text Color Definitions

Pickup Date:
- **Brownish Red**: This is a warning that the driver should be arriving at the initial pickup within 2 hours.
- **Red**: This is a warning that the driver should have already made the initial pickup.

Destination Date:
- **Brownish Red**: The driver should be within 2 hours of the final destination.
- **Red**: The driver should have reached the final destination.

Print Results
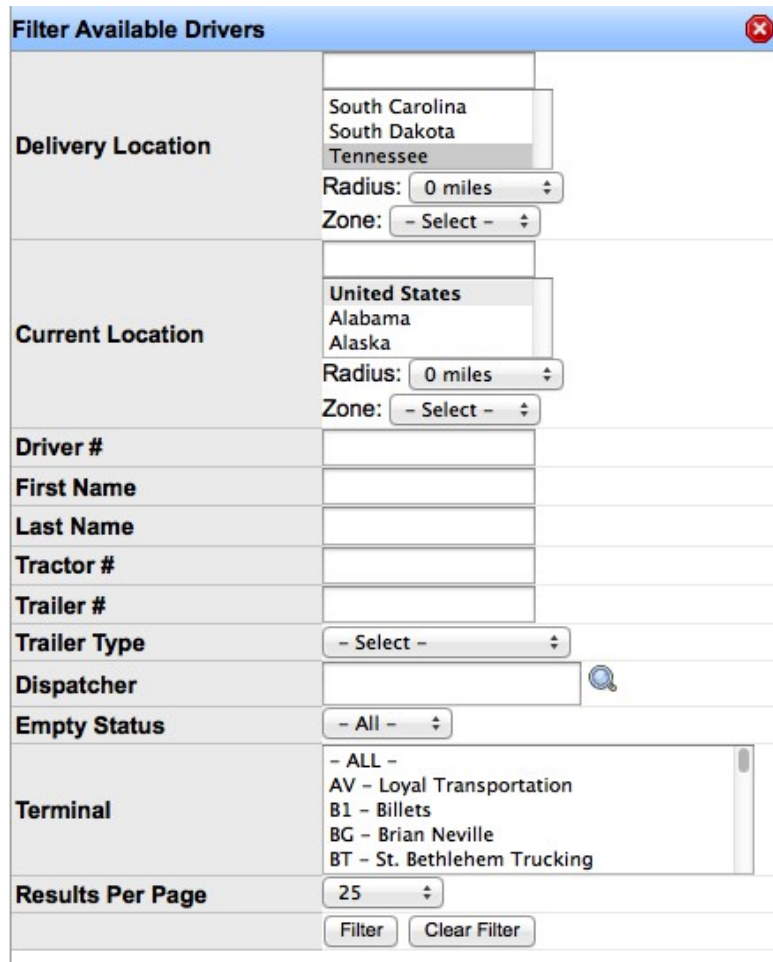
This will open a new window that will display all Available Drivers (this takes any filters into consideration) in a printer friendly format.

View Freight Map

This will open a new window that will display a map with pinpoints denoting the location of all Available Drivers (this takes any filters into consideration).

Filter Results

The filter results feature allows you to filter the drivers who are displayed. See the below image that shows the options available.

NOTE: As long as you are using the same computer, your filter criteria will be remembered for the next time you log into TransportPro. Remember, you can always click filter, then "Clear filter" to show all.

Planned Loads

Planned Loads (5)

Load	Status	Planned	Tractor	Trailer	Shipper	Origin	Destination
10187	Planned	Roseanne Marshall	1	1	ABC Logistics	Dickson, TN	Detroit, MI
10197	Planned	Roseanne Marshall	1	1	Total Transportation of MS	Jackson, MS	Jackson, MS
10206	Planned	Matt Clayton	1	1001		Chicago, IL	Indianapolis, IN
10206	Planned	a v	267	53061		Chicago, IL	Indianapolis, IN
10237	Planned	Ryan Campbell	1001	1007	abcmdm.com	Elgin, AZ	Alexandria, TN

What are "Planned Loads"?

Planned loads are loads that have not yet been dispatched.

Planned Load Removal

Dispatching the load will remove loads from this section.

Column Descriptions

Dispatched

This field shows the name of the driver that is planned on the load.

Pickup Date

The date the load is to be picked up from the customer

Delivery Date

The final delivery date for the load as entered on the dispatch

Next Action Date

This column examines all the dates on a load and determines what the next milestone date is.

NOTE: Hovering your mouse over this date/time reveals what the date/time reflects.

Terminal	Pickup Date	Delivery Date	Next Action Date	Miles	Comm
MT	01/14/2016	01/15/2016	01/15/2016 00:00	570	bri
MT	01/28/2016 ○	01/30/2016 ○	01/30/2016 07:00	1	DRY FR
MT	02/08/2016	02/09/2016	02/08/2016 12:00	183	
MT	02/08/2016	02/08/2016	02/08/2016 12:00	183	
ter	03/18/2016 ○	03/21/2016	03/21/2016 09:00	1659	DRY FR

Consignee Delivery Date

Print Results

When you click on Print Results, a new window will open and display all Available Drivers (taking any filters into consideration) in a printer-friendly format.

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Dispatched Loads

Dispatched Loads (8)							
Load	Status	Dispatched	Tractor	Trailer	Shipper	Origin	Destination
1110	Dispatched BC	A1A Carriers Dispatcher: Kenneth			Marietta	Marietta, GA	Rome, GA
1313	Dispatched	James Dean	1013	1009	strollin on logistics	West Bend, WI	Hartford, WI
1327	Dispatched	JR EI	1016	1011	KK Shipping Plus	Mount Juliet, TN	Fort Wayne, IN
1332	Dispatched BC	A1A Carriers Dispatcher: Kenneth Kloeppel - 555-555-5555			KK - Nashville	Brentwood, TN	Brentwood, TN

What are "Dispatched Loads"?

Dispatched loads are loads that have been dispatched, but have not yet been delivered.

Dispatched Load Removal

Delivering the dispatch on the load will remove loads from this section.

Column Descriptions

Dispatched

This field shows the name of the driver OR broker carrier that is dispatched on the load.

Pickup Date

The date the load is to be picked up from the customer

Delivery Date

The final delivery date for the load as entered on the dispatch

Next Action Date

> This column examines all the dates on a load and determines what the next milestone date is.
>
> **NOTE:** Hovering your mouse over this date/time reveals what the date/time reflects.

The following explains the order in which dates will be displayed in the Next Action Date column:

- When the dispatch status is "In-Route to Shipper" the pickup date is displayed.
- When the dispatch status changes to "In-Route to Consignee":
  - If there are no stop-offs, the delivery date from the dispatch is displayed.
  - If there are stop-offs, the scheduled date of the next "non-delivered" stop-off is used.
  - Once all stop-offs are delivered, the delivery date from the dispatch is displayed.

Manage

> This allows you to manage the dispatch information on the load.

Text Color Definitions

Next Action Date:
- **Brownish Red**: This is a warning that the driver should be arriving at the next scheduled stop within 2 hours.
- **Red**: This is a warning that the driver should have reached the next scheduled stop.

Print Results

When you click on Print Results, a new window will open and display all Available Drivers (taking any filters into consideration) in a printer-friendly format.

View Freight Map

When you click on View Freight Map, a new window will open and display a map with pinpoints denoting the location of all Available Drivers (taking any filters into consideration).

Filter Results

The Filter Results link allows you search by specific criteria. See the below image for available filter options.

NOTE: As long as you are using the same computer, your filter criteria will be remembered the next time you log into TransportPro. Remember, you can always click filter, then "Clear filter" to show all.

Filter Dispatched Loads	⊗
Origin	South Carolina South Dakota Tennessee Zone: – Select – ⬍
Destination	United States Alabama Alaska Zone: – Select – ⬍
Pickup Date	From: [ ] 31 To: [ ] 31
Delivery Date	From: [ ] 31 To: [ ] 31
Weight	[ ]
Terminal	– Select – AV – Loyal Transportation B1 – Billets BG – Brian Neville BT – St. Bethlehem Trucking
Commodity	– Select – ⬍
Results Per Page	25 ⬍
	Filter Clear Filter

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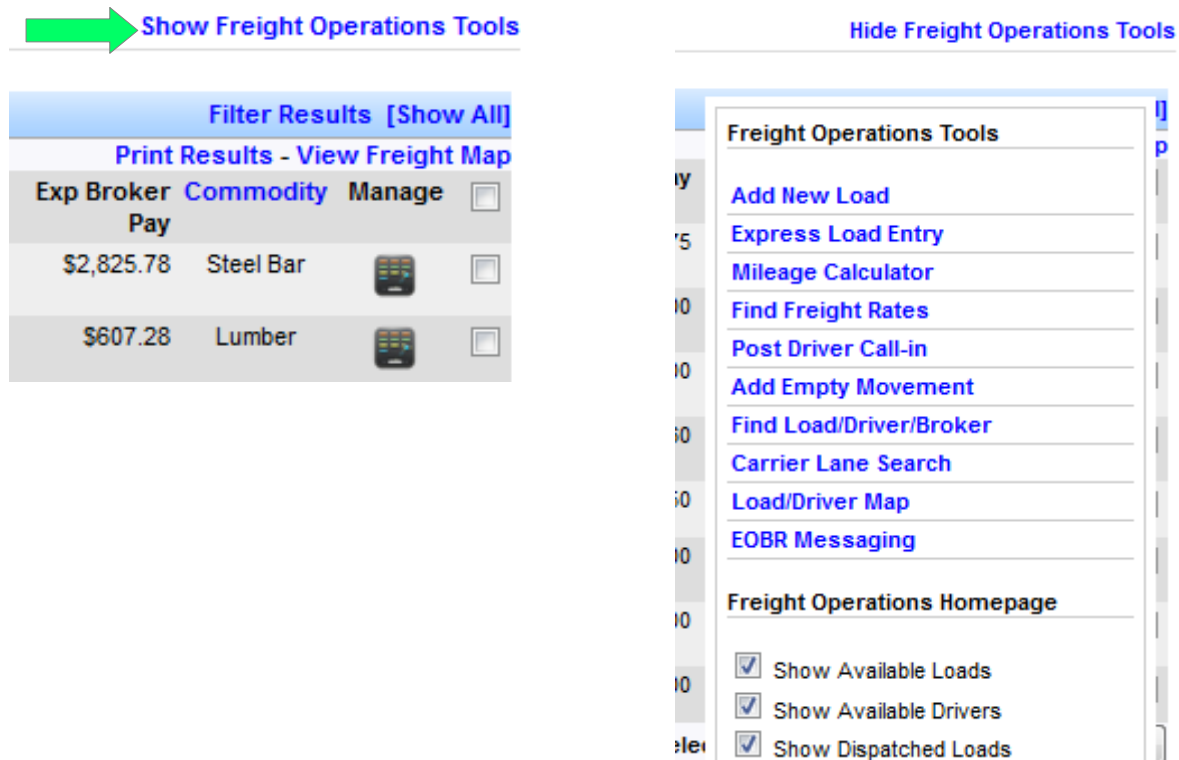
Freight Operations Tools

In the top right corner of the freight operations dashboard, you will see a Show Freight Operations Tools link. When you click this link, a tool box will open.

Freight Operations Tools

Add New Load

When you click on this link, a window will open that prompts you to enter a new load.

Express Load Entry

The Express Load Entry link allows you to enter an express load. Express loads can be posted as available loads on load boards.

The Expire date is the date that the load will expire from load boards as well as be removed from Available Freight.

NOTE: To convert an Express Load to a Secured Load, click the green arrow in the manage column in the Available Loads section. The green arrow icon will only appear in the manage column if the Express Load has been entered. Express loads are defined with an italic E before the load number (i.e. *E:* 1109).

Mileage Calculator

The mileage calculator calculates the total miles between two points with the ability to add up to five (5) stops.

Find Freight Rates

The Find Freight Rates feature allows you to enter the starting city/state and the ending city/state. Once you enter the appropriate information in these fields and click "Find Rates," the minimum, average and maximum freight rates will populate.

Post Driver Call-In

This tool allows you to update the driver's last known location. These "Driver Call-Ins" keep the "Available Drivers" section of the dashboard current.

Add Empty Movement

The Empty Movement option allows you to enter the appropriate information for an empty movement. For example, if a driver dropped off a load in Nashville, but has to drive an empty trailer to Louisville to pick up the next load, these would be empty miles.

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Find Load/Driver/Broker

This tool can help you find loads, drivers or brokers within a search radius. For example, if you have a driver in Nashville, TN looking for a load, select "Loads" and then enter the appropriate city/state in the correct fields. Next, set your radius, then click Find. Any loads that are within the search radius will populate.

Load/Driver Search		⊗
🔍 Find ⊖ Cancel		

		Carrier Lane Search
Search For	⦿ Loads ○ Drivers ○ Recent Carriers	
City	[ ] - Select - ▾	
Pickup Date	[ ] 31 [ ] 31	
Delivery Date	[ ] 31 [ ] 31	
Radius	100 miles ▾	

Distance is calculated by a straight line method, therefore a driving distance may exceed the radius setting

Search Results

View Nearby Map

Carrier Lane Search

The Carrier Lane Search option allows you to search for recent carriers in the area. This feature also allows you to view carriers who have covered a particular lane for you in the past as well as carriers who have the lane set up in their profile.

Carrier Lane Search		⊗
🔍 Find ⊖ Cancel		

Origin	nashville	Tennessee ▾	100 miles ▾
Destination	louisville	Kentucky ▾	100 miles ▾
Carrier Status	Active ▾		
Load in the last	30 Days ▾		
Data Source	Past Loads ▾		

	Commodities		Trailer Types	
	- Select - A/C Units Aircraft Metal Aluminum Bales			- Select - Flat Reefer Van

Distance is calculated by a straight line method, therefore a driving distance may exceed the radius setting

Search Results (0)

No carriers found for your search.

Load/Driver Map

This map shows the location of all available loads and drivers denoted by red and blue push pins. Yellow pushpins are locations that have both drivers and loads in the same place.

Clicking the pushpin will provide more details about the drivers and loads at that location.

EOBR Messaging

The EOBR messaging option allows you to communicate with drivers on the road.

Freight Operations Homepage

By default, all of the boxes in the Freight Operations Tools box are checked. By unchecking a box, the section will no longer be visible on the homepage.

Note: These settings are retained on the computer you are using even when you log off. This means that next time you log into Transport Pro on the same computer, the same sections will be visible. If you log in on a different computer, settings may need to be adjusted.