DATALOY SYSTEMS

USER MANUAL – BOOKING & OPERATIONS

BASICS

16 August 2004

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REVISION HISTORY

Issue	Issue Date	Notes
1	16. August 2004	First release created
2		
3		
4		

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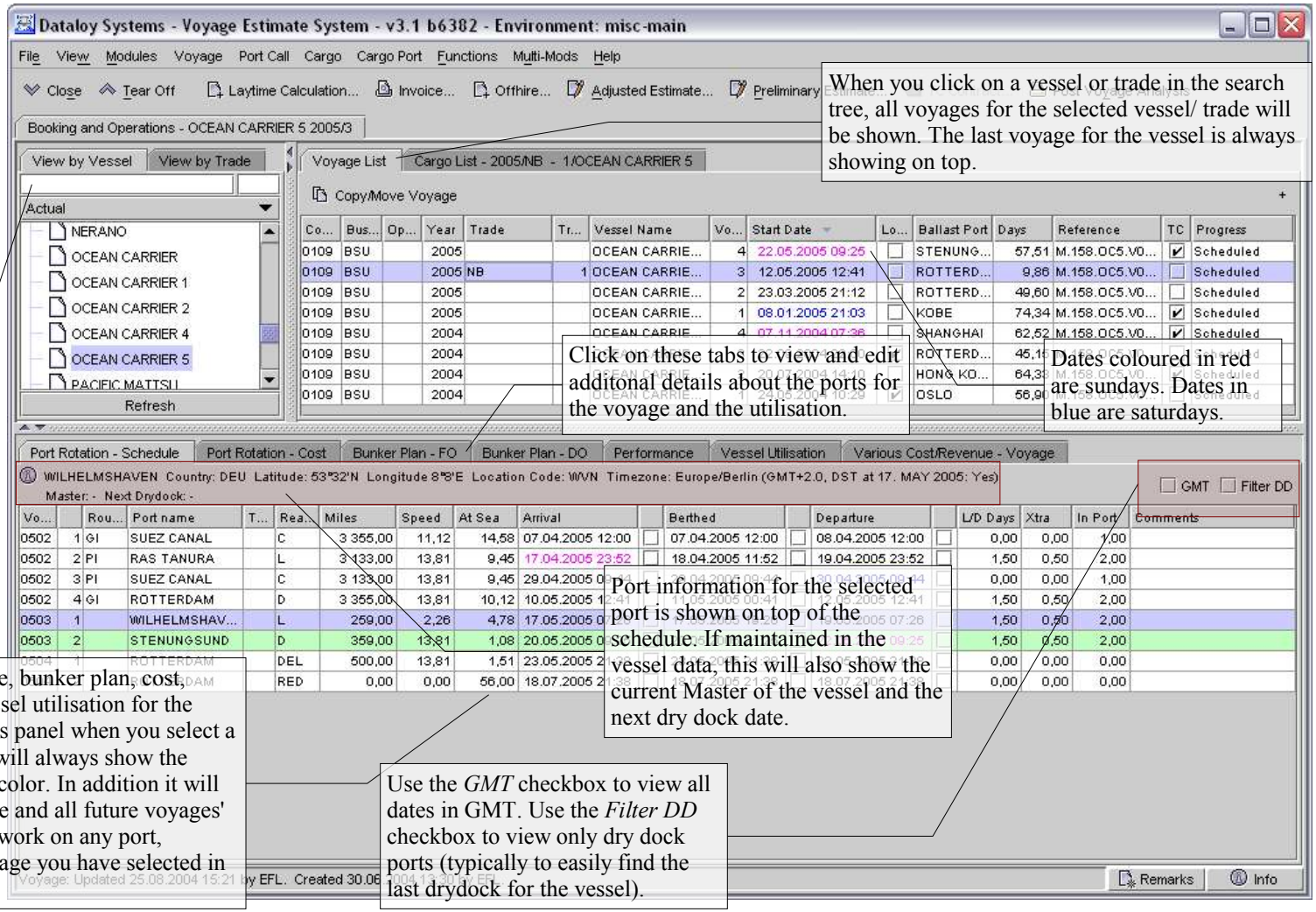
1 Accessing the Booking and Operations Module

- Scheduling of voyages, booking of cargo and operational follow-up of voyages is done in the Booking and Operations module
- To access the Booking and Operations Module, select Modules -> Booking and Operations -> Booking and Operations from the menu bar
- Learn how to navigate in the module on the two next pages.

2 Navigating in the Booking and Operations Module – Voyage and Schedule Section

Vessel List. Use this list to find the vessel you want to work with by scrolling or keying in the vessel name in the search column. The second search field, key in you initials if you only want to see vessels you are responsible for operating.

Switch to *View by Trade* if you prefer to work by trade. Use the search field to find the trade you want to work with.



When you click on a vessel or trade in the search tree, all voyages for the selected vessel/ trade will be shown. The last voyage for the vessel is always showing on top.

Click on these tabs to view and edit additonal details about the ports for the voyage and the utilisation.

Dates coloured in red are sundays. Dates in blue are saturdays.

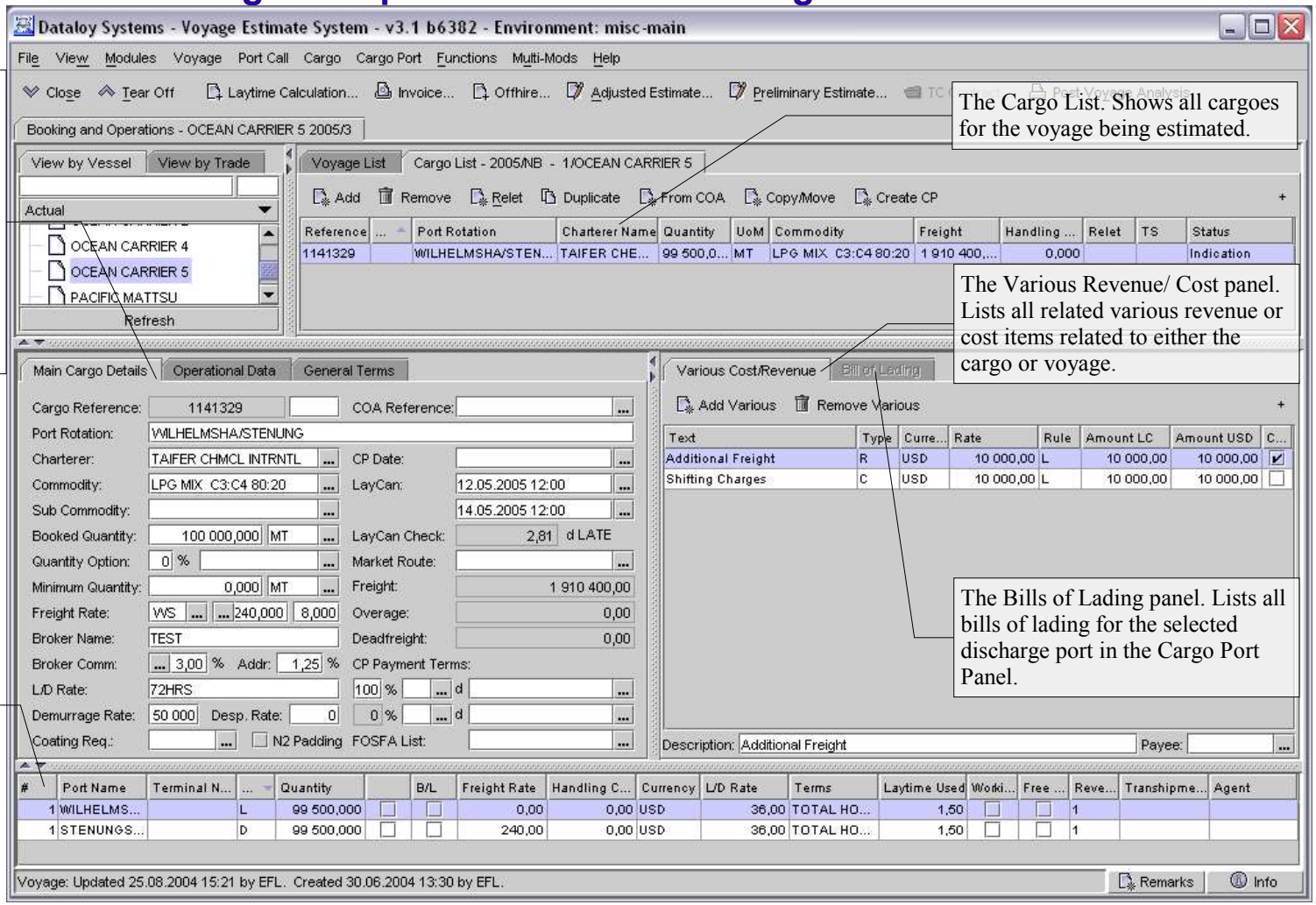
Port information for the selected port is shown on top of the schedule. If maintained in the vessel data, this will also show the current Master of the vessel and the next dry dock date.

The port rotation schedule, bunker plan, cost, performance data and vessel utilisation for the voyage is displayed in this panel when you select a voyage. **NOTE:** this list will always show the selected voyage in green color. In addition it will show one previous voyage and all future voyages' ports in the list. You can work on any port, irrespective of which voyage you have selected in the voyage list.

Use the *GMT* checkbox to view all dates in GMT. Use the *Filter DD* checkbox to view only dry dock ports (typically to easily find the last drydock for the vessel).

3 Navigating in the Booking and Operations Module – Cargo Section

The Cargo Panel. Shows all details for the cargo selected in the Cargo List. Used for fast input of cargo details.

The Operational Data tab shows additional information about the cargo like B/L quantity, stowage factors etc.

The Cargo Port list. Lists all load and discharge ports for the cargo selected in the Cargo List.