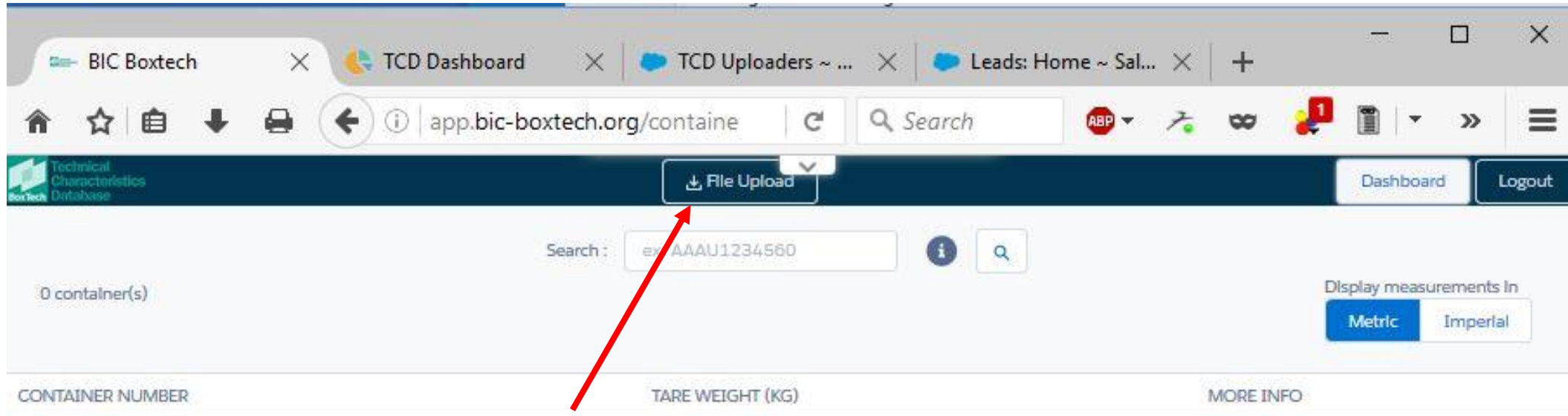


FILE UPLOAD PROCEDURE



Click on 'File Upload' at the top of the screen.

NOTE : *You must have an Owner/Operator account to access to the Upload function.*

If you do not see the "file upload" button, it means that your Owner/Operator application has not yet been approved. Contact us if necessary.

Closely follow the instructions on the upload screen

1. Select fleet file upload option :

Fleet in/Update: Add new containers or update existing containers

Fleet out: Remove containers from your fleet, (they will still be accessible if already loaded by another operator)

Fleet replace: Your entire fleet will be deleted and replaced with the contents of the new file.

FLEET IN/UPDATE FLEET OUT FLEET REPLACE

Upload new containers or update the existing ones.

The file must have the .csv format and match the following template :Fleet In Template

Please note that the dates must respect the format "YYYY-MM-DD" and the decimals must be separated by dots ".".

CSV delimiter

2. Select the delimiter used in your .csv file :

tab

Upload a file

3. Select the file to upload

Browse your PC and select the files, you can select several files

Drop files here

4. Click 'Send' to start the upload :

Cancel

Send

5.Upload completed

You are immediately switched to following screen, and you will receive a mail reporting the result of the upload, with the number of containers successfully uploaded and the number of containers rejected with the reason for.

0. Click here to download the upload file template

You can browse and select another file for loading

1. Select fleet file option.

If you had selected Fleet replace for the first loading, you must now select fleet update to add containers.
Select fleet out if you want to delete containers from your fleet.
(Note : these containers may nevertheless remain visible in the database if they have been also loaded by another operator)

The screenshot shows a web interface for uploading fleet files. At the top, there are three tabs: 'FLEET IN/UPDATE', 'FLEET OUT', and 'FLEET REPLACE'. Below the tabs, there is a text area with instructions: 'Upload new containers or update the existing ones. The file must have the .csv format and match the following template :Fleet In Template. Please note that the dates must respect the format "YYYY-MM-DD" and the decimals must be separated by dots ".".

Below the text area, there is a 'CSV delimiter' dropdown menu with 'tab' selected. To the left of the dropdown is a yellow callout box: '2. Check the delimiter used in your .csv file :'. Below the dropdown is a blue button labeled 'Upload a file'. To the right of the button is a yellow callout box: '3. Select another file to upload. Browse your PC and select the file(s)'. Below the button and callout, a file named 'template_v1.10.csv' with a size of '0.9kB' is shown in a green bar. At the bottom of the form, there is a blue button labeled 'Send another time' and a 'finish' button. A yellow callout box: '4. Click "Send another file" to start the new upload :' points to the 'Send another time' button. At the very bottom of the page, a yellow callout box: '5. Or click "finish" to exit the upload windows and get back to main screen' points to the 'finish' button.

5. Or click 'finish' to exit the upload windows and get back to main screen

FILE UPLOAD PROCEDURE

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S
1	container_number,tare_kg,tare_lbs,group_st,detail_st,max_payload_kg,max_payload_lbs,max_gross_mass_kg,max_gross_mass_lbs,cubic_capacity_cbm,cubic_capacity_cuft,stacking_kg,stacking_lbs,racking_kg,racking_lbs,racking_n,external_length_mm,external_wid																		
2	AAAU9999910,2200,4850,40GP,42G1,30480,74000,31200,69500,35,68,213000,430000,20000,40000,150,12129,2500,2591,12057,2444,2387,2400,2280,AB1234567,2016-12-31,ZZZZ01,YZ/X 1234 AB/2016,HC40:00A,A/BC0000/01,IM MEGANUM 10002000,700																		
3	AAAU9999925,.....																		
4																		
5																		
6	up to 100 000 containers																		

How to prepare the csv upload file :

You should pay attention :

The line 1 of the file must always contain the headers
 The file may list up to 100 000 containers

In the case you have no data for one column, do not insert blank space or "0" or any character, leave the cell empty in Excel, or insert two delimiters in row if you build the file directly in .csv [ie : "," - in the case the delimiter is a "," (coma)]
 As an alternative, you can delete the unused headers, make sure you respect the sequence between the headers line and your data when building your file

You cannot add new headers which are not already present in the headers line

The minimum data requirements are

- Container number
- Tare weight
- Maximum Gross Mass and/or Maximum Payload
- ISO Size-type and/or Group Size-type

All data must be present on each line of the file for each container

Respect the format of data as shown in the sample line of the template downloaded from the upload window
between others, respect the date format strictly : yyyy-mm-dd
Your file cannot be loaded if the date is in an other format

The decimal symbol is "." (dot)
 DO NOT use "," (coma), the upload would fail

The delimiter can be either a coma ",", a semi-colon ";" or a tab [In the exemple above, we used "," (coma)]
 DO NOT use "." (dot) as delimiter as it is used as decimal symbol
Remember your choice of delimiter, you will have to specify it once in the upload windows