Guide to using the PD Ports Vehicle Booking System App (Android)
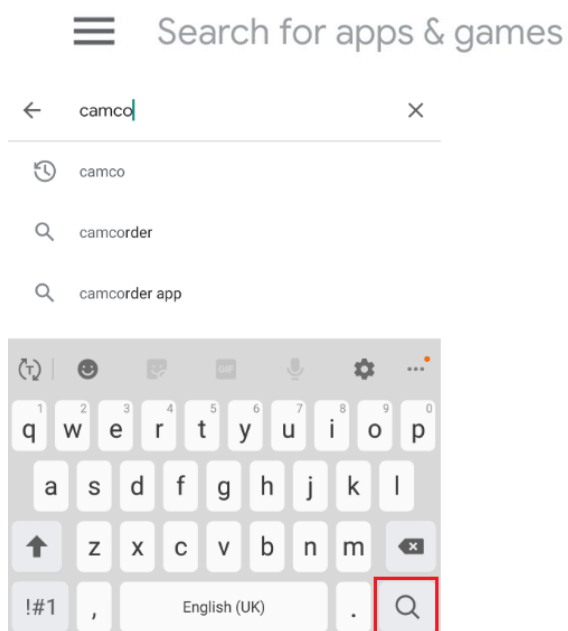
Contents

Note that the visibility of bookings will be impaired if using the app whilst operating in low battery power mode or dark mode
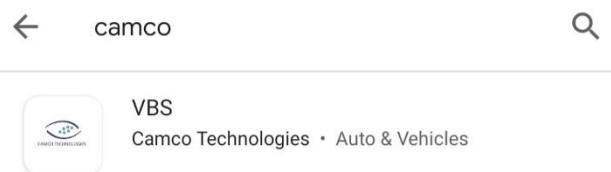
Downloading the VBS App

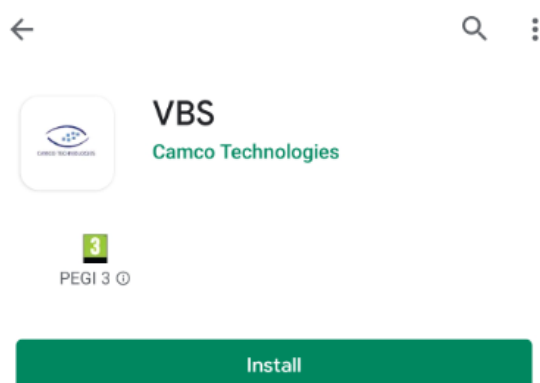1. Navigate to the Google Play store App on your Android Device
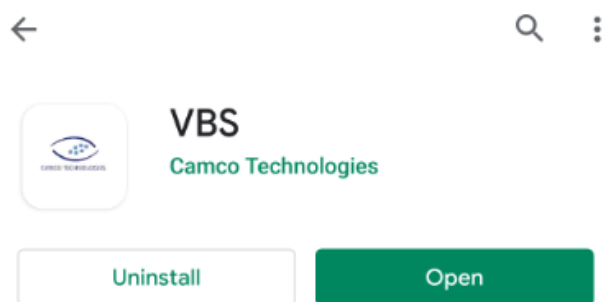

2. In the search Bar type 'Camco'

4. Click the 'Get' button next to 'Camco Vehicle Booking System'.

5. When prompted press 'Install'
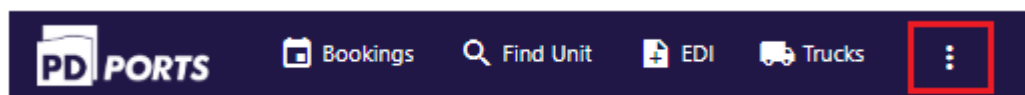
6. Once installed, click 'Open'

Linking your VBS account to the App

1. Navigate to the VBS website on your desktop using the following link:
https://vbs.pdports.co.uk/auth/login?origin=Lw%3D%3D

2. Enter your login credentials

3. Select the menu in the top right corner of the screen

4. Select 'Profile' from the drop down menu

5. Click 'Apps'

6. Click 'Add new device'

7. This will populate a QR code

8. On your Android device, press 'Scan QR code'

9. You will be prompted to allow the VBS app to take pictures – select 'Allow'
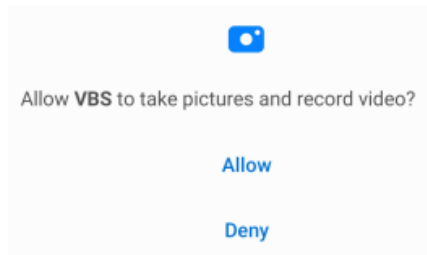
10. Scan the QR code on your desktop screen using the VBS app on your Android device. This will link your VBS account to the App.

Scan the QR code above with your app

11. Press the PDP-TEE button to open your VBS on your Android device.

Add a terminal to the list by scanning the QR code in your VBS profile.

PDP-TEE

Viewing Bookings

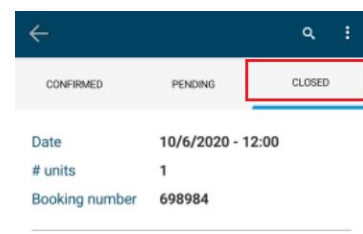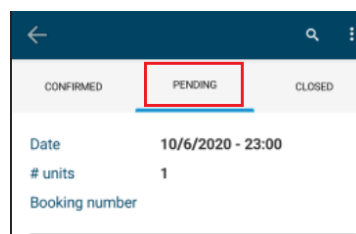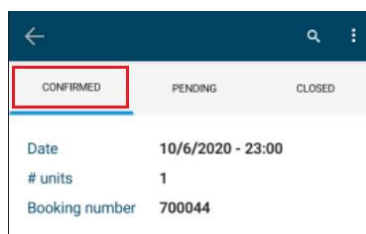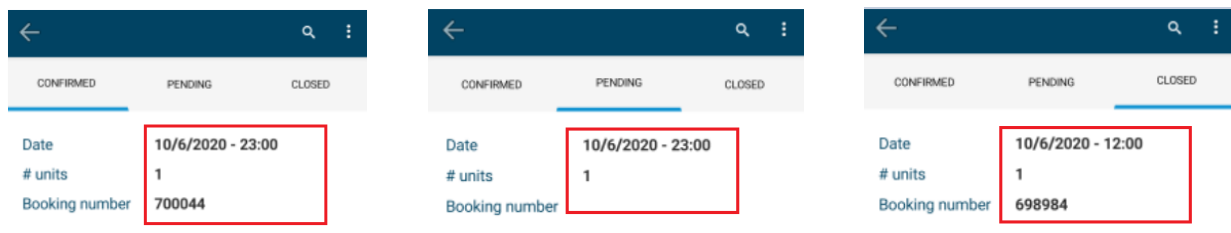**1.** When you enter the App you are directed to the bookings page. There are three types of bookings: Confirmed, Pending and Closed.

2. Select the type of booking you want to view by pressing the relevant text.

3. To view a booking in more detail click on the booking

4. All of the booking details are displayed. Click the back button in the top left corner to return to the bookings page.
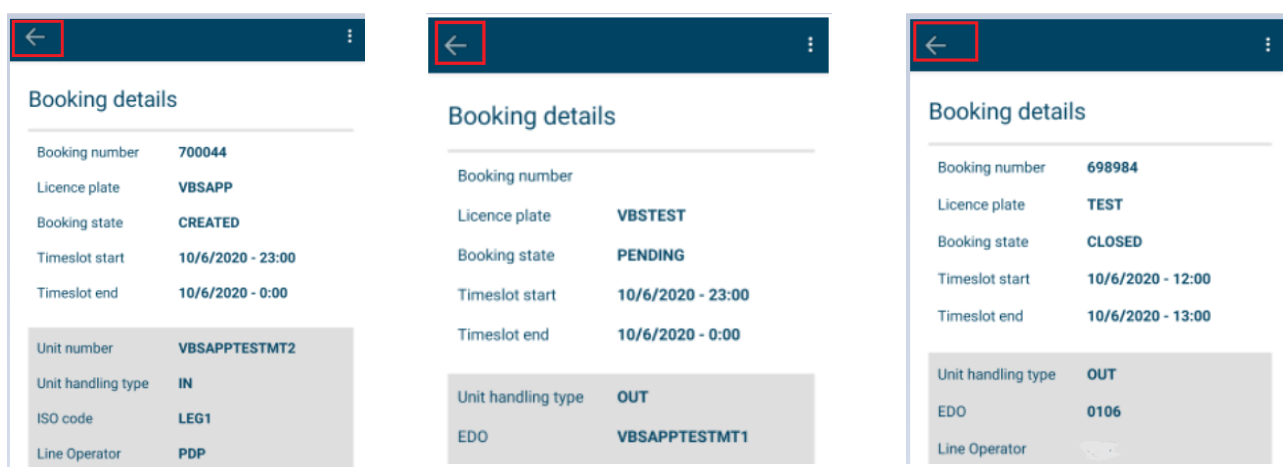
Search for a specific booking

Search by unit/EDO

1. To search for a specific booking press the magnifying glass button the top right corner of the booking page. Select the type of booking that you are searching and type the container number or EDO into the 'Search' free text field. Only bookings for the container/EDO number will be displayed. Select the booking to view all booking details.
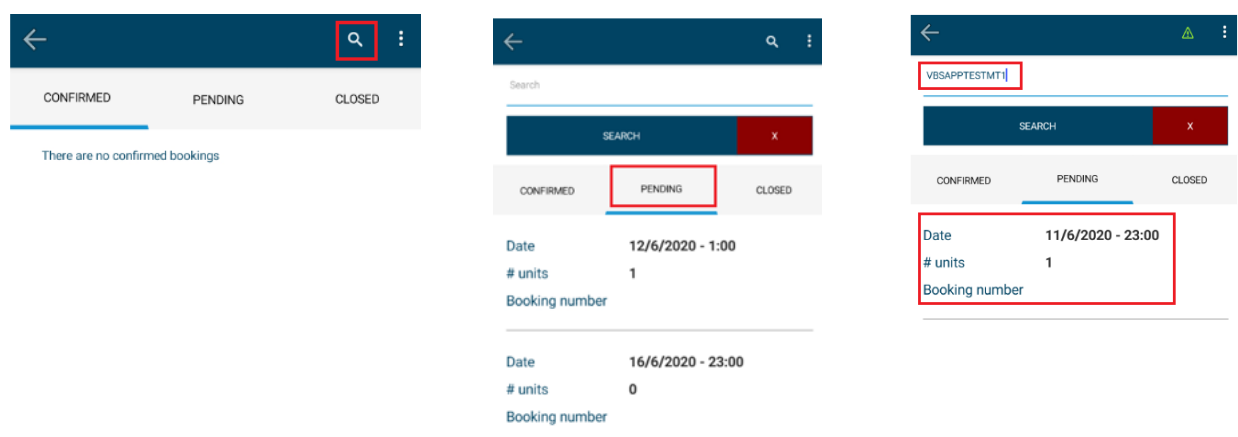
Search by registration

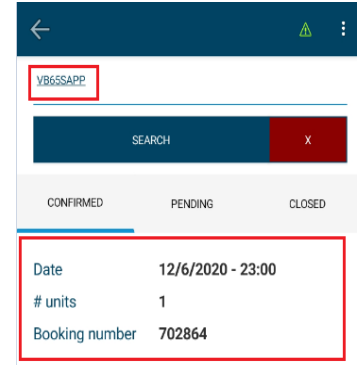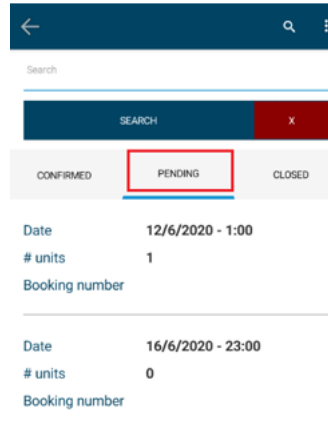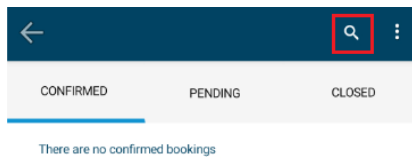1. To search for a specific booking press the magnifying glass button the top right corner of the booking page. Select the type of booking that you are searching and type the registration into the 'Search' free text field. Only bookings for that registration will be displayed. Select the booking to view all booking details.

Search by booking number

1. To search for a specific booking press the magnifying glass button the top right corner of the booking page. Select the type of booking that you are searching and type the booking number into the 'Search' free text field. Only bookings that match the search criteria will be displayed. Select the booking to view all booking details.
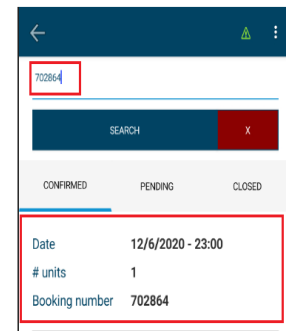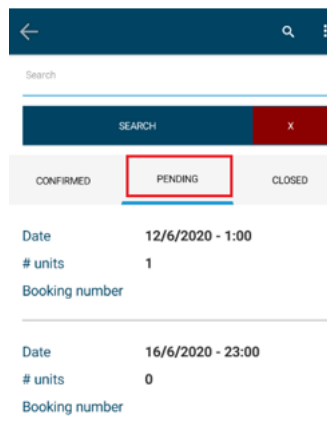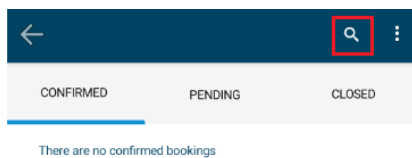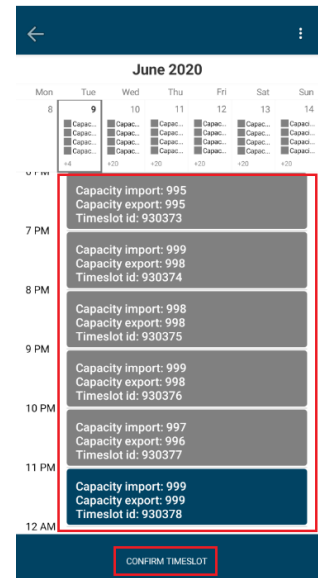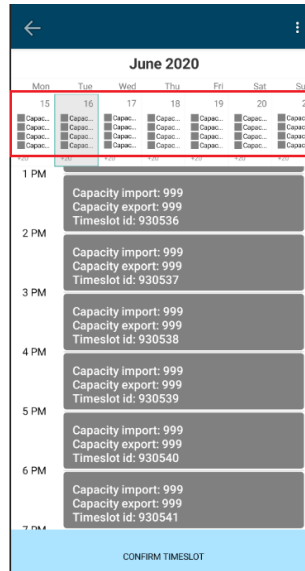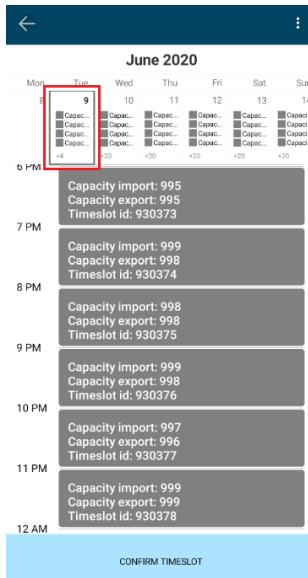

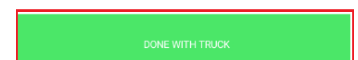
Creating a visit timeslot

1. Click 'Create new booking'
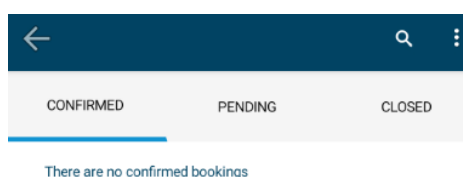
2. Select the date that you want to make the booking by pressing the date. To select a date in future of the current week, swipe left on the date bar. To select a time, click on the timeslot you want to create the booking. To navigate through the timeslots scroll in the timeslot frame. Once a date and timeslot have both been selected click 'Confirm Timeslot'

Assigning a truck to a visit timeslot

Once you have confirmed your timeslot you will be directed to the truck visit page.

1. Enter your truck registration. This can be done by typing the registration into the free text field and clicking 'Done' to submit. Alternatively, you can click 'Select a truck' and select your registration from the drop down menu.
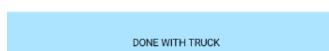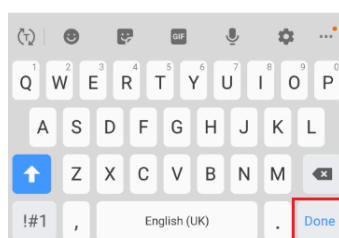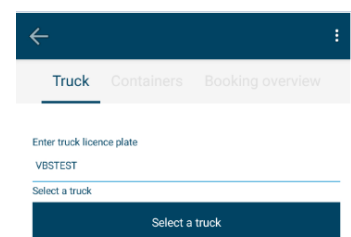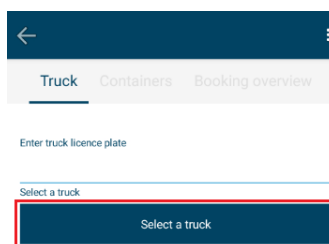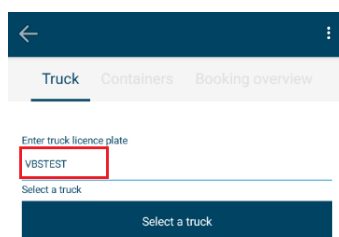
Assigning a container to a visit timeslot

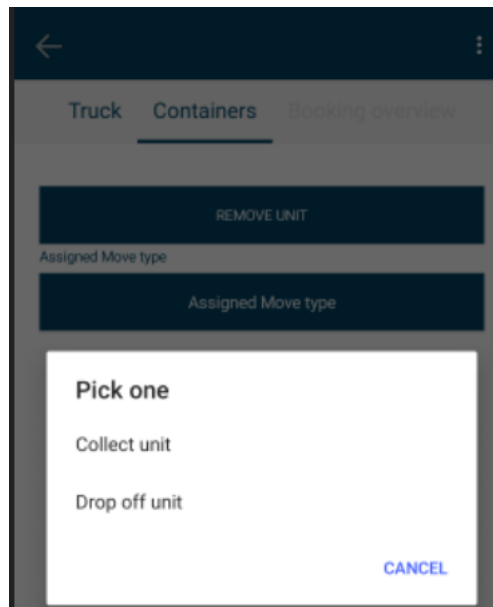Once you have clicked done with truck you will be directed to the container page. Here you will be asked to assign a move type which fall into the below categories.
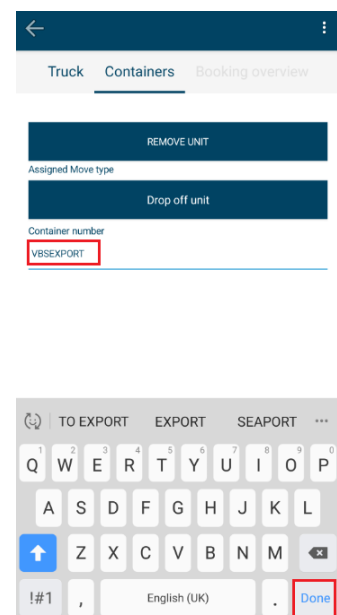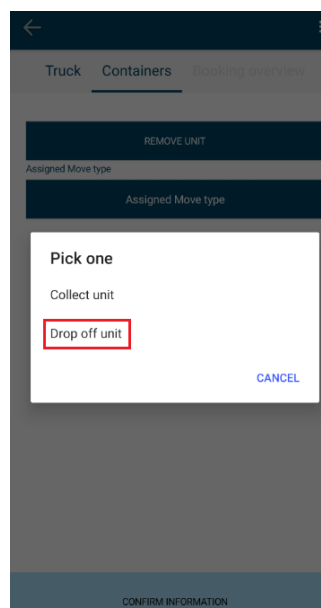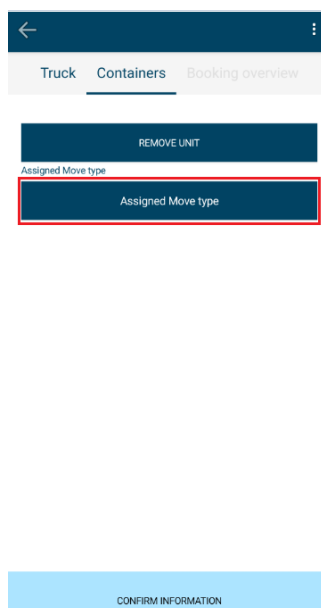

Drop off unit:
1. Drop off export
2. Drop off empty storage

Collect unit:
1. Collect import
2. Collect empty storage

Drop off export

1. Click 'Assigned Move Type' and select 'Drop off unit'. Type the unit number you are dropping off into the 'Container number' free text field and click 'Done'

2. Click 'Confirm Information'. Double check the container details – if they are correct click 'Confirm Unit'. You will be given the option to add more units to the booking. To do this click 'Add Unit'. Note that only two types of each transaction (Collect unit and Drop off unit) can be added to a booking. Once you are finished adding units to a booking click 'Done with units'.

Drop off empty storage

1. Click 'Assigned Move Type' and select 'Drop off unit'. Type the unit number you are dropping off into the 'Container number' free text field and click 'Done'

2. If you are dropping off an empty storage container there is an option to add an equipment grade. To do this press the 'Grade' button. This will populate a list of equipment grades – select the relevant grade. The grade you have selected will now appear on the grade button.

3. Click 'Confirm Information'. Double check the container details – if they are correct click 'Confirm Unit'. You will be given the option to add more units to the booking. To do this click 'Add Unit'. Note that only two types of each transaction (Collect unit and Drop off unit) can be added to a booking. Once you are finished adding units to a booking click 'Done with units'.

Collect import

1. Click 'Assigned Move Type' and select 'Collect unit'. Type the unit number you are dropping off into the 'Container number' free text field and click 'Done'

2. Once you have clicked collect unit a 'Unit number known' button will be populate. Press this and select 'Yes'. Type the container number you are collecting into the 'Container number' free text field and click 'Confirm information'.

3. Press the 'Confirm information' button. A free text field call 'PIN' will populate – type the containers PIN number here. Double check the container details – if they are correct click 'Confirm Unit'. You will be given the option to add more units to the booking. To do this click 'Add Unit'. Note that only two types of each transaction (Collect unit and Drop off unit) can be added to a booking. Once you are finished adding units to a booking click 'Done with units'.

Collect empty storage (EDO)

1. Click 'Assigned Move Type' and select 'Collect unit'. Type the unit number you are dropping off into the Container number' free text field and click 'Done'

2. Once you have clicked collect unit a 'Unit number known' button will be populate. Press this and select 'No'. Type the number of the EDO you are collecting into the 'EDO' free text field and click 'Confirm information'.

3. Press the 'Line operator' button and choose the relevant line operator from the drop down menu.

4. Press the 'Confirm information' button. Double check the container details – if they are correct click 'Confirm Unit'. You will be given the option to add more units to the booking. To do this click 'Add Unit'. Note that only two types of each transaction (Collect unit and Drop off unit) can be added to a booking. Once you are finished adding units to a booking click 'Done with units'.


Finalising a booking

1. Once you have pressed 'Done with units' a booking overview will be provided. Finalise the booking click 'Submit'. You will be redirected back to the bookings page. Here you can view your confirmed booking in the 'Confirmed bookings' window. Clicking on the booking will provide further details.

Continue with a pending booking

Note that a truck visit will only be set to pending once the 'Done with truck' button has been pressed. Similarly, the container information will not be retained until the 'Confirm unit' button has been pressed.
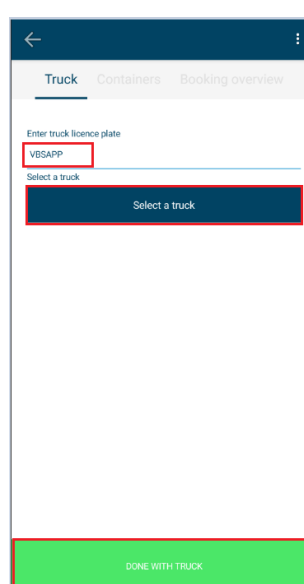
1. On the bookings page press the 'Pending' button.
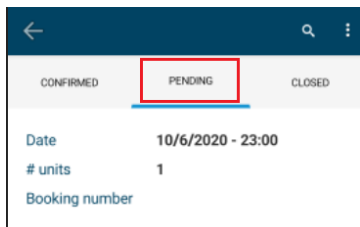
2. Select the pending booking that you want to continue with


3. On the booking details page press 'Continue with booking' – this will take you to the truck page. If you need to amend the truck details, you can type the new truck registration into the 'Enter truck license plate' free text field or press the 'Select a truck' button and choose the relevant truck from the drop down menu. Once the details are correct press the 'Done with truck' button.

4. Any containers assigned to the pending will be displayed on the containers page. If you want to add more containers to a booking, press the 'Add unit' button. Once all containers have been add to the booking press the 'Done with units' button. Confirm that the details you have provided are correct on the booking overview page and press the 'Submit' button to finalise the booking.
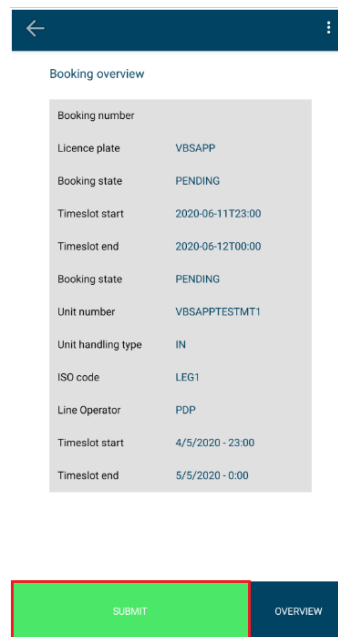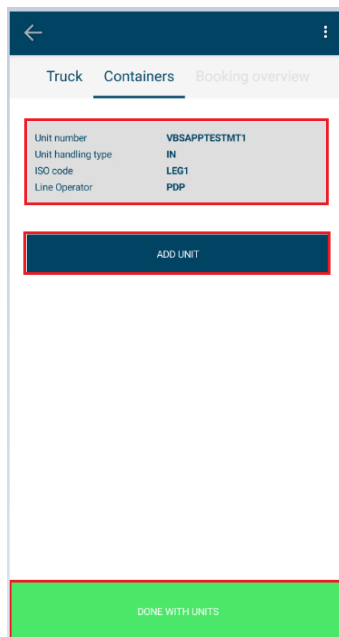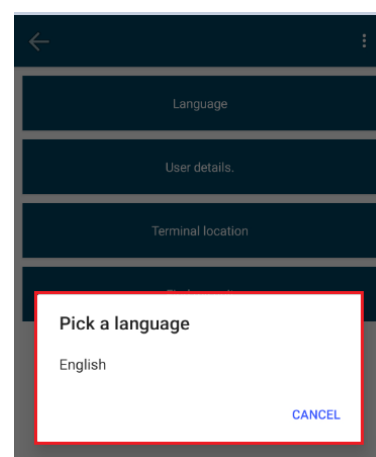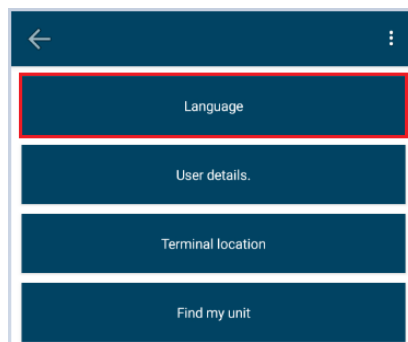

Menu

1. To access the Menu page press the button with three dots in the top right corner of the bookings page.
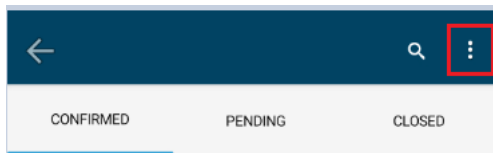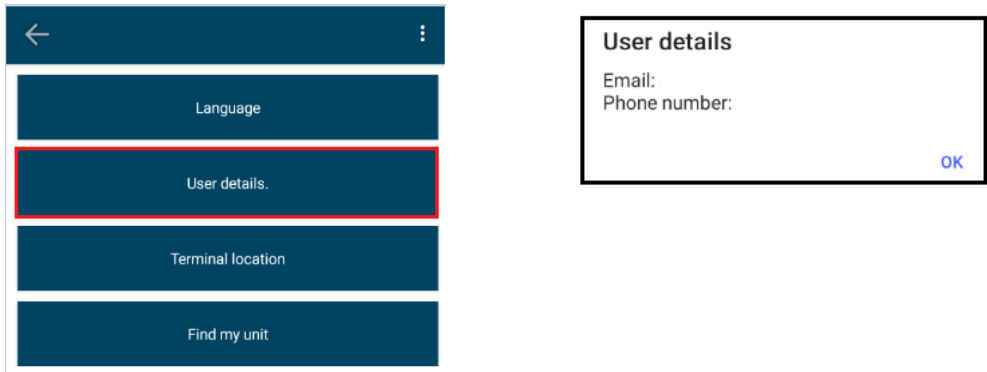

Language

1. To access the language options press the 'Language' button. From drop down menu, select your language preference. Please note that only English is available on the App at present.
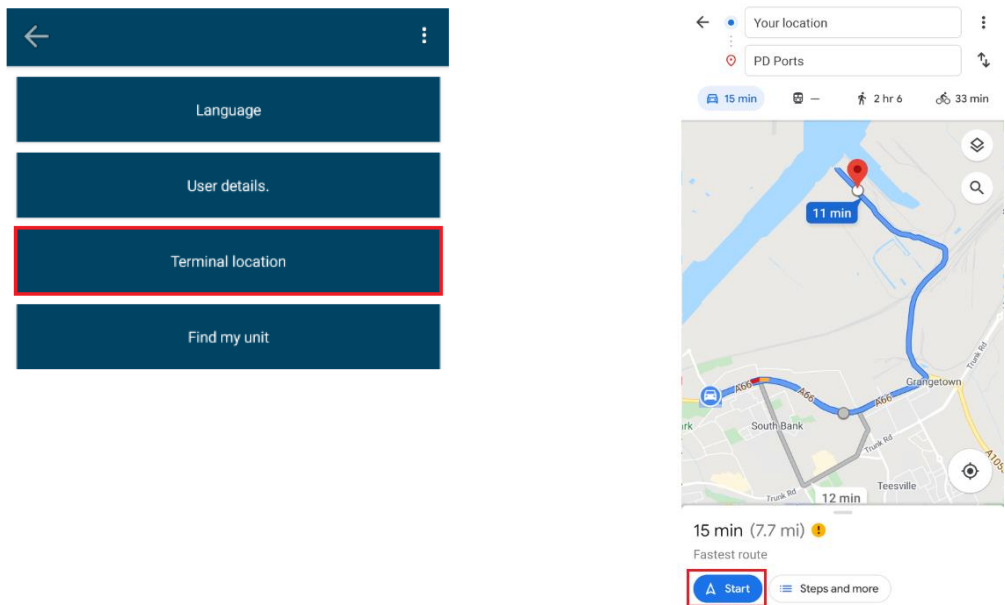
User Details

1. To access your user details press the 'User details' button. The user details will be displayed.
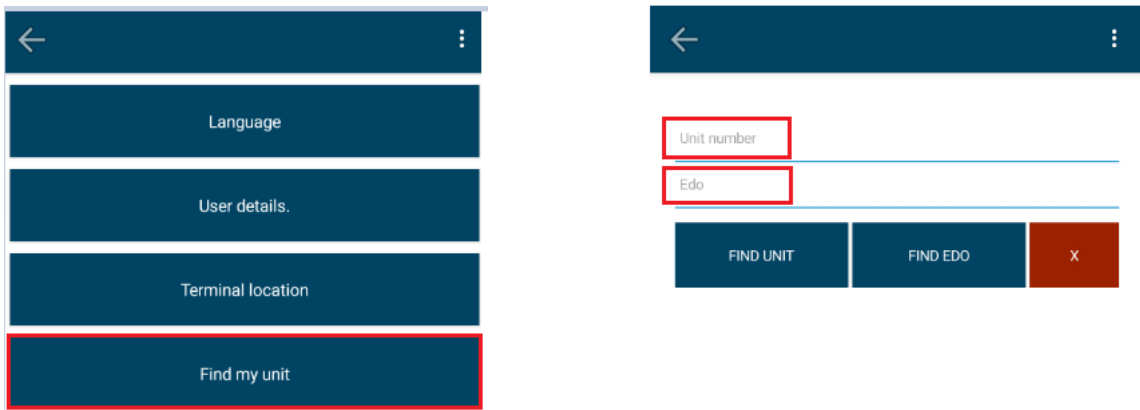

Terminal Location

1. To view the terminal location press the 'Terminal location' button. This will open Google maps and use your current location. Press the 'Start' button for directions to Teesport.

Find my unit

1. To access the find my unit function press the 'Find my unit' button. On this page you can search for Containers and EDO.

2. To search for a container, type the number into the 'Unit number' free text field and press the 'Find unit'' button. To search for an EDO, type the number into the 'EDO' free text field and press the 'Find EDO' button.

3. If multiple EDO's exist with the same number, you will be prompted to select the relevant line operator.

4. All unit details/EDO details will be displayed once Find unit/Find EDO is pressed

5. To search for multiple containers, type the numbers into the 'Unit number' free text filed and separate the units using a comma. To search for multiple EDO's, type the numbers into the 'EDO' free text field and separate the numbers using a comma. Containers and EDO's can searched simultaneously by typing the relevant number into each field and pressing the 'Find unit' button.

Logging out

1. Press the back button on the bookings screen and you will be logged out of the App

Dissociating VBS account from the App

1. Press the bin logo on the landing page. You will be asked if you want to remove the terminal. Click 'Confirm' and you VBS account will be dissociated from the VBS App.