



## **Guide to using the PD Ports Vehicle Booking System App**

### **(Android)**

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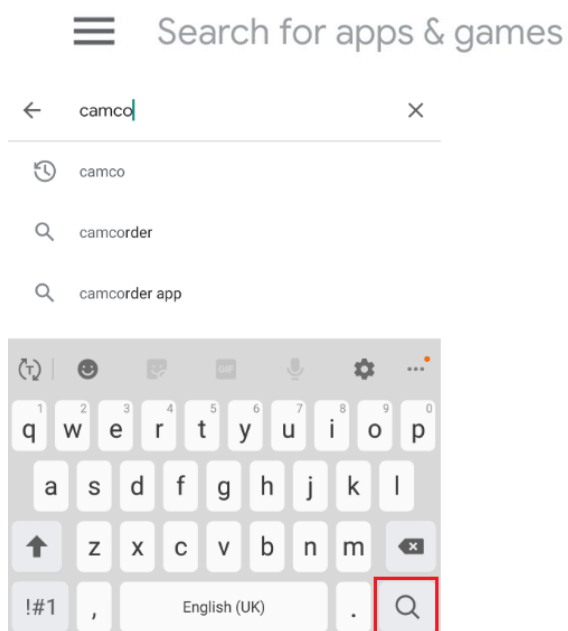
**Note that the visibility of bookings will be impaired if using the app whilst operating in low battery power mode or dark mode**

## Downloading the VBS App

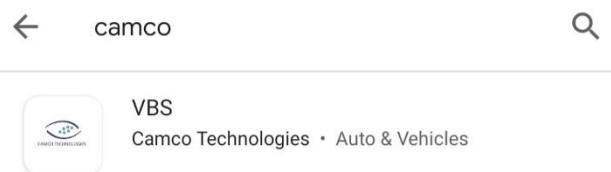
1. Navigate to the Google Play store App on your Android Device



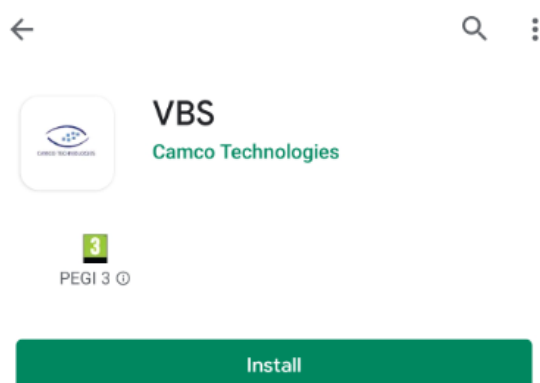
2. In the search Bar type 'Camco'



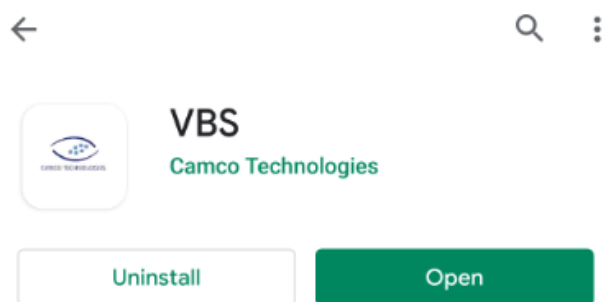
4. Click the 'Get' button next to 'Camco Vehicle Booking System'.



5. When prompted press 'Install'



6. Once installed, click 'Open'

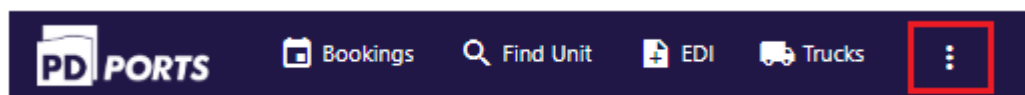


## Linking your VBS account to the App

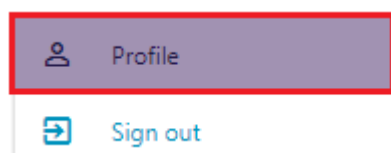
1. Navigate to the VBS website on your desktop using the following link:  
<https://vbs.pdports.co.uk/auth/login?origin=Lw%3D%3D>
2. Enter your login credentials

A screenshot of the PD PORTS login page. At the top is the PD PORTS logo. Below it is a text input field labeled 'Enter email address'. Underneath that is another text input field labeled 'Password'. To the left of the password field is a link that says 'Forgot your password?'. Below the password field is a blue button with a lock icon and the text 'LOG IN'. At the bottom, there is a paragraph of text: 'Don't have an account? Please contact your company administrator to get set up. Is your company not yet registered? Please [click here](#) to request access.'

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



4. Select 'Profile' from the drop down menu



## 5. Click 'Apps'

View	Personal information	
Edit	First name:	
Apps	Last name:	
	Phone number:	
	Email address:	
	Language:	EN
	Applications linked to this account:	<a href="#">VIEW LINKED APPS</a>
Account details		
	Groups:	Terminal Administrator
	Company:	PD Ports

## 6. Click 'Add new device'

View	<a href="#">ADD NEW DEVICE</a>
Edit	You don't have any apps linked to your account
Apps	


## 7. This will populate a QR code

View	<a href="#">ADD NEW DEVICE</a>
Edit	your account
Apps	



Scan the QR code above with your app

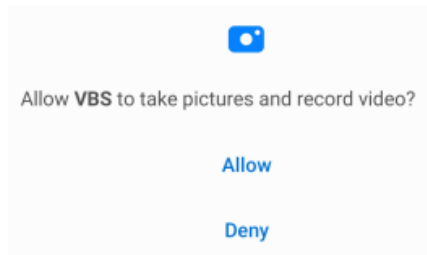
## 8. On your Android device, press 'Scan QR code'



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

[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.

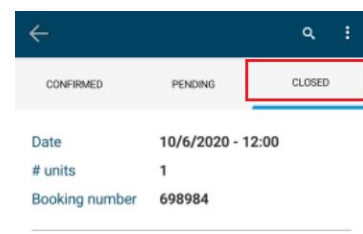
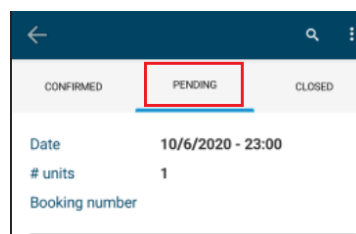
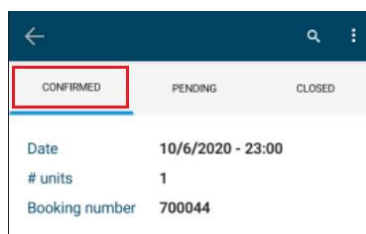


Add a terminal to the list by scanning the QR code in  
your VBS profile.

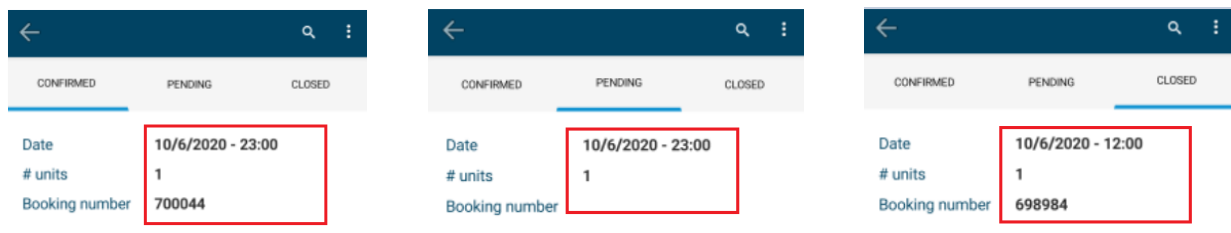


## Viewing Bookings

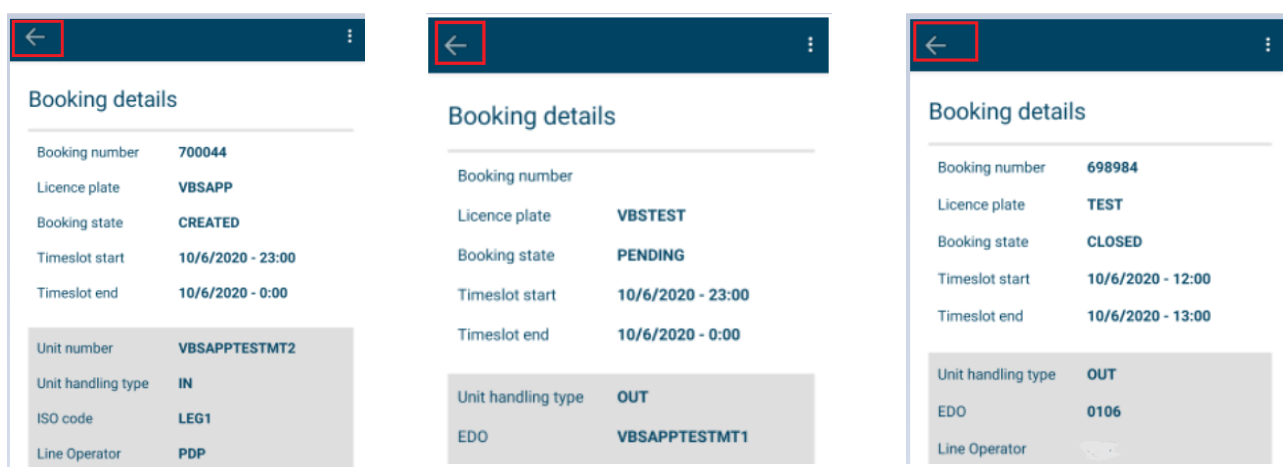
1. When you enter the App you are directed to the bookings page. There are three types of bookings: Confirmed, Pending and Closed.
2. Select the type of booking you want to view by pressing the relevant text.



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



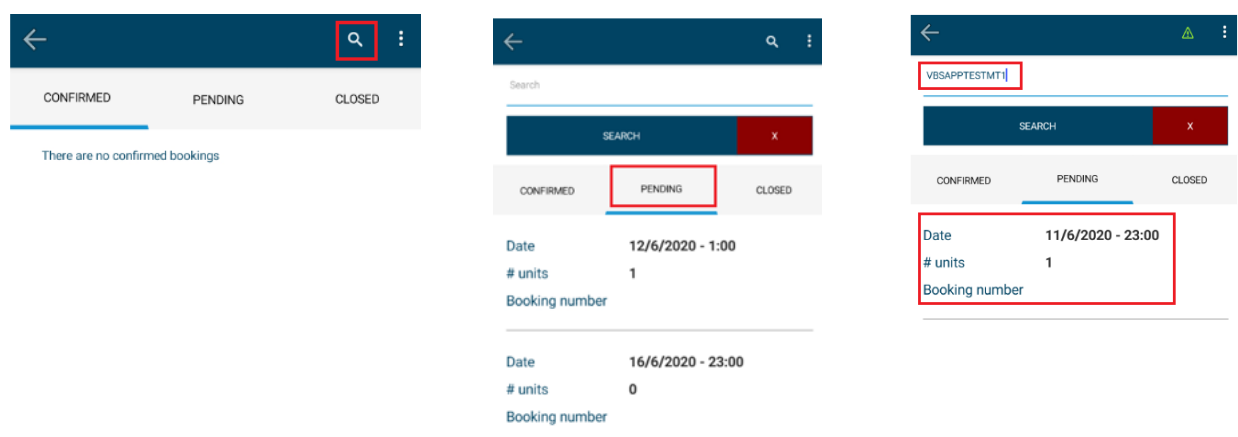
4. All of the booking details are displayed. Click the back button in the top left corner to return to the bookings page.



## Search for a specific booking

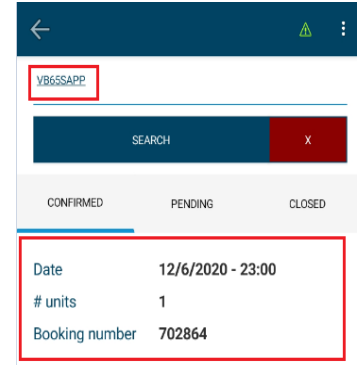
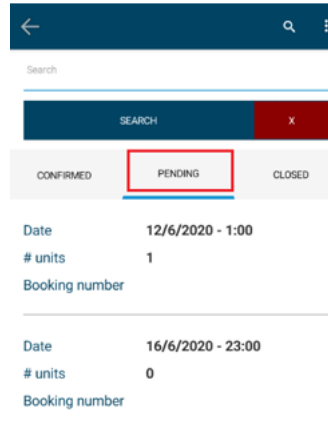
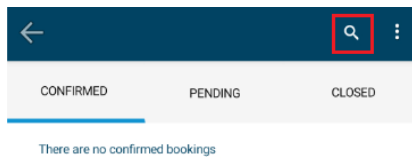
### Search by unit/EDO

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.



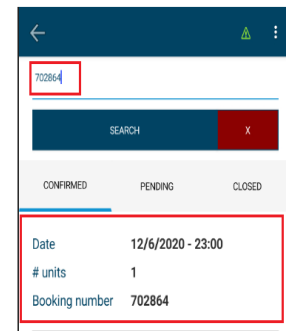
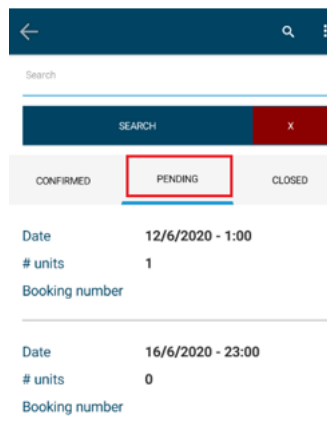
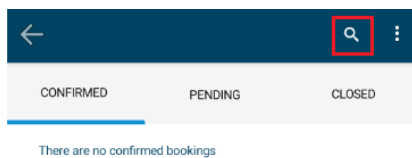
## Search by registration

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.



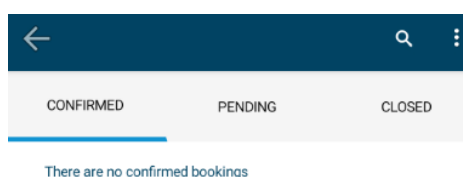
## Search by booking number

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.

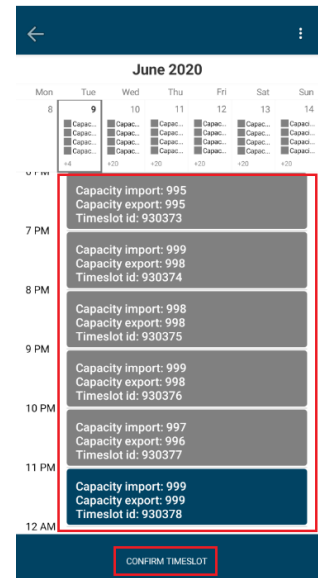
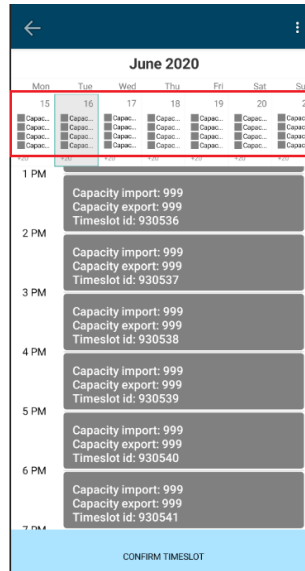
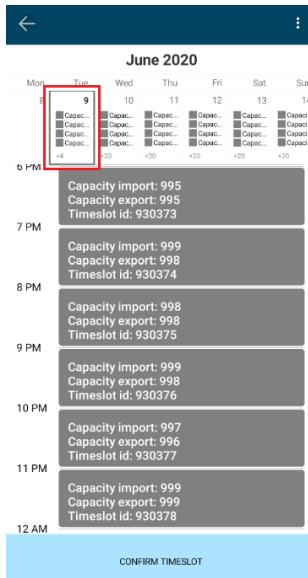


## Creating a visit timeslot

1. Click 'Create new booking'



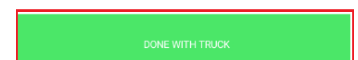
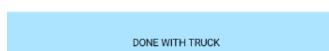
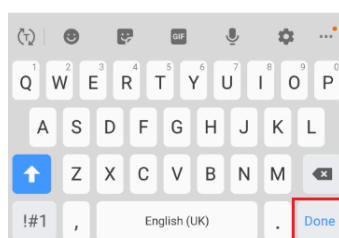
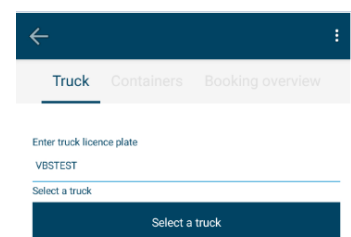
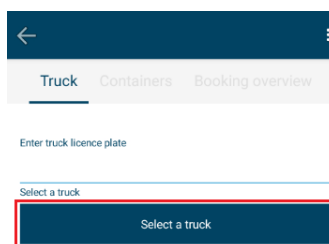
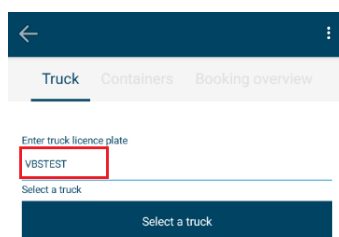
2. Select the date that you want to make the booking by pressing the date. To select a date in future of the current week, swipe left on the date bar. To select a time, click on the timeslot you want to create the booking. To navigate through the timeslots scroll in the timeslot frame. Once a date and 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.

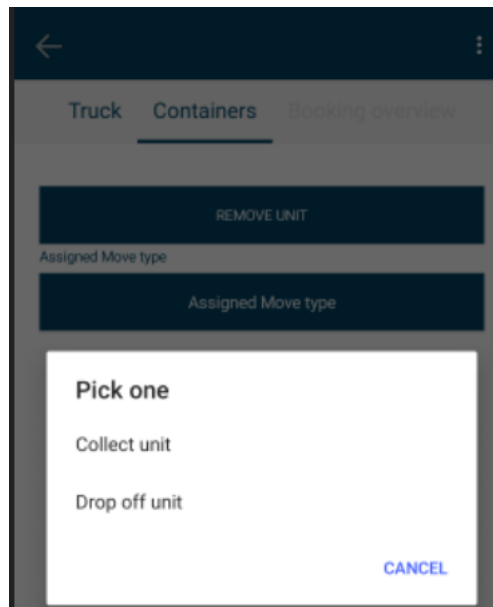
1. Enter your truck registration. This can be done by typing the registration into the free text field and clicking 'Done' to submit. Alternatively, you can click 'Select a truck' and select your registration from the drop down menu.





## 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:

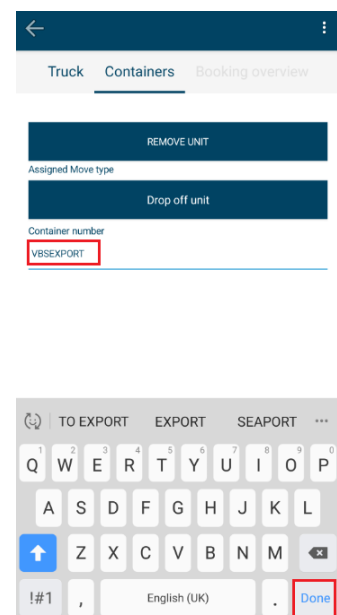
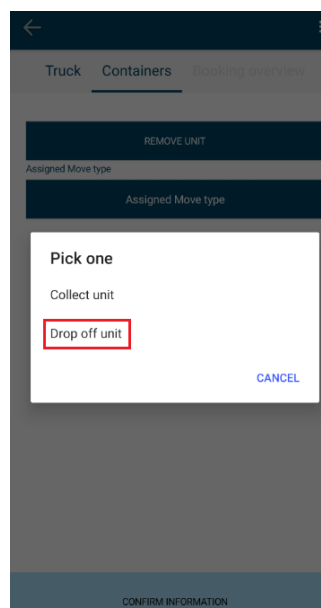
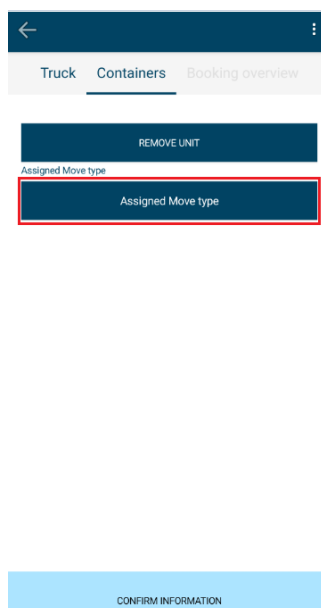
1. Drop off export
2. Drop off empty storage

### 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'



- 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'.

Truck Containers Booking overview

REMOVE UNIT

Assigned Move type

Drop off unit

Container number

VBSEXP0RT

CONFIRM INFORMATION

Truck Containers Booking overview

REMOVE UNIT

Assigned Move type

Drop Off Export

Container number

VBSEXP0RT

Transaction type

Drop Off Export

Booking number

VBSTEST99

Port of discharge

BEZEE

CONFIRM UNIT

Truck Containers Booking overview

ADD UNIT

Assigned Move type

Drop Off Export

Container number

VBSEXP0RT

Transaction type

Drop Off Export

Booking number

VBSTEST99

Port of discharge

BEZEE

DONE WITH UNITS

## Drop off empty storage

- 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'

Truck Containers Booking overview

REMOVE UNIT

Assigned Move type

Drop off unit

Container number

VBSEXP0RT

CONFIRM INFORMATION

Truck Containers Booking overview

REMOVE UNIT

Assigned Move type

Drop off unit

Pick one

Collect unit

Drop off unit

CANCEL

CONFIRM INFORMATION

Truck Containers Booking overview

REMOVE UNIT

Assigned Move type

Drop off unit

Container number

VBSEXP0RT

CONFIRM INFORMATION

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.

The left screenshot shows the 'Containers' screen with the following fields: 'Assigned Move type' (Assigned Move type), 'Container number' (VBSAPPTTESTMT), 'Transaction type' (Drop Off Empty Storage), 'Line operator' (PDP), and 'Grade' (Grade). A red box highlights the 'Grade' button. The right screenshot shows a 'Pick one' modal with a list of equipment grades: 2XL Unit - P&O, Damaged, ECS Unit - P&O, Food Grade Container - Containerships, Hanging Frames, None, Over 8 Year Old - CMA, and P&O Ferrymasters Unit. A red box highlights the modal, and a blue 'CANCEL' button is visible at the bottom right.

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'.

The three screenshots show the 'Containers' screen with the following fields: 'Assigned Move type' (Assigned Move type), 'Container number' (VBSAPPTTESTMT2), 'Transaction type' (Drop Off Empty Storage), 'Line operator' (PDP), and 'Grade' (None). A red box highlights the 'None' button in the first screenshot. The second screenshot shows the 'CONFIRM INFORMATION' button highlighted. The third screenshot shows the 'CONFIRM UNIT' button highlighted. The fourth screenshot shows the 'DONE WITH UNITS' button highlighted.

## 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'

The screenshot shows the 'Containers' screen with a top navigation bar containing 'Truck', 'Containers', and 'Booking overview'. Below the navigation bar is a 'REMOVE UNIT' button. Underneath is the 'Assigned Move type' section, which contains a button labeled 'Assigned Move type' that is highlighted with a red rectangular box. At the bottom of the screen is a light blue button labeled 'CONFIRM INFORMATION'.

This screenshot shows a modal dialog titled 'Pick one' overlaid on the 'Containers' screen. The modal contains two options: 'Collect unit' and 'Drop off unit'. The 'Collect unit' option is highlighted with a red rectangular box. A 'CANCEL' button is located at the bottom right of the modal. The background screen shows the 'Assigned Move type' button and the 'CONFIRM INFORMATION' button at the bottom.

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'.

The screenshot shows the 'Containers' screen after selecting 'Collect unit'. A new button labeled 'Unit number known' has appeared below the 'Collect unit' button and is highlighted with a red rectangular box. The 'CONFIRM INFORMATION' button remains at the bottom.

This screenshot shows a modal dialog titled 'Pick one' overlaid on the 'Containers' screen. The modal contains two options: 'No' and 'Yes'. The 'Yes' option is highlighted with a red rectangular box. A 'CANCEL' button is located at the bottom right of the modal. The background screen shows the 'Unit number known' button and the 'CONFIRM INFORMATION' button at the bottom.

The screenshot shows the 'Containers' screen after selecting 'Yes'. The 'Container number' field is now populated with the text 'VBSAPPTSTFCL', which is highlighted with a red rectangular box. The 'CONFIRM INFORMATION' button at the bottom is now highlighted with a green rectangular box.

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'.

Truck Containers Booking overview

REMOVE UNIT

Assigned Move type

Assigned Move type

Unit number known

Unit number known

Container number

VBSAPPTSTFCL

Transaction type

Pickup Import

CONFIRM INFORMATION

Truck Containers Booking overview

REMOVE UNIT

Assigned Move type

Assigned Move type

Unit number known

Unit number known

Container number

VBSAPPTSTFCL

Transaction type

Pickup Import

PIN

852

CONFIRM UNIT

Truck Containers Booking overview

ADD UNIT

Assigned Move type

Assigned Move type

Unit number known

Unit number known

Container number

VBSAPPTSTFCL

Transaction type

Pickup Import

PIN

852

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'

Truck Containers Booking overview

REMOVE UNIT

Assigned Move type

Assigned Move type

CONFIRM INFORMATION

Truck Containers Booking overview

REMOVE UNIT

Assigned Move type

Assigned Move type

Pick one

Collect unit

Drop off unit

CANCEL

CONFIRM INFORMATION

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'.

The first screenshot shows the 'Unit number known' button highlighted with a red box. The second screenshot shows the 'Pick one' dialog with 'No' selected and highlighted with a red box. The third screenshot shows the 'EDO' field with 'VBSTEST' entered and highlighted with a red box. The 'CONFIRM INFORMATION' button is highlighted in green in the third screenshot.

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

The first screenshot shows the 'Line operator' button highlighted with a red box. The second screenshot shows the 'Pick one' dialog with 'PDP' and 'PDT' options. The 'CONFIRM INFORMATION' button is highlighted in green in the second screenshot.

- 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'.

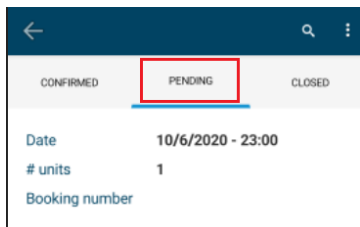
## Finalising a booking

- 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.

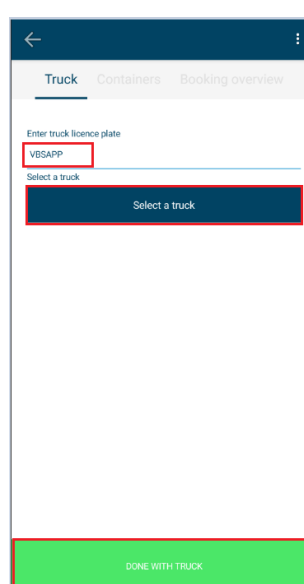
1. On the bookings page press the 'Pending' button.



2. Select the pending booking that you want to continue with

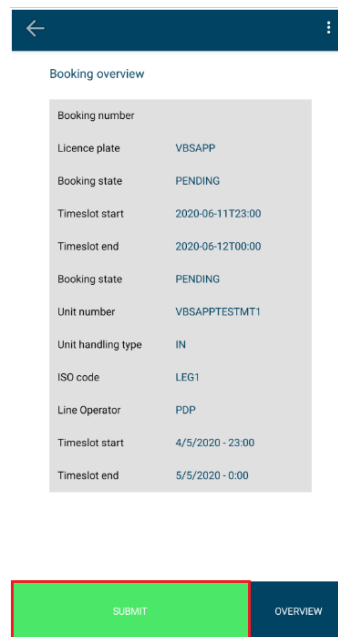
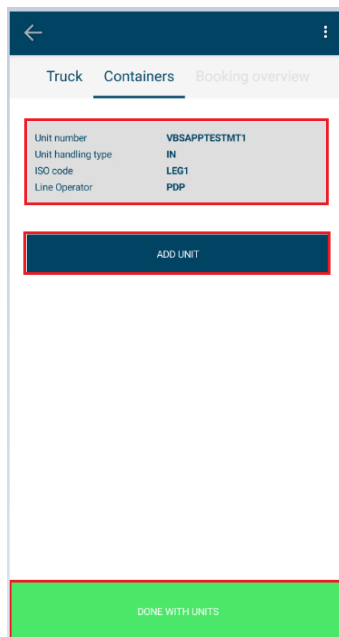


3. On the booking details page press 'Continue with booking' – this will take you to the truck page. If you need to amend the truck details, you can type the new truck registration into the 'Enter truck license plate' free text field or press the 'Select a truck' button and choose the relevant truck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



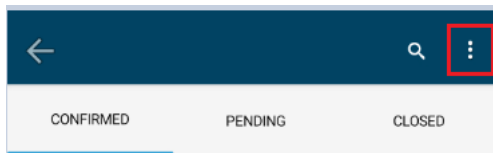


- Any containers assigned to the pending will be displayed on the containers page. If you want to add more containers to a booking, press the 'Add unit' button. Once all containers have been add to the booking press the 'Done with units' button. Confirm that the details you have provided are correct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



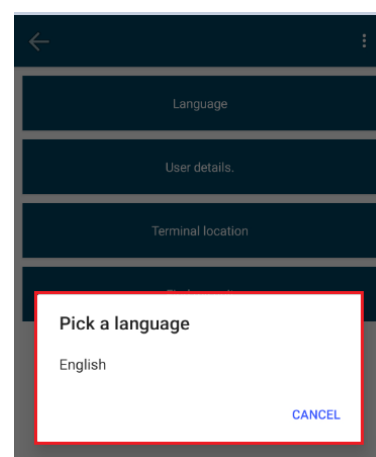
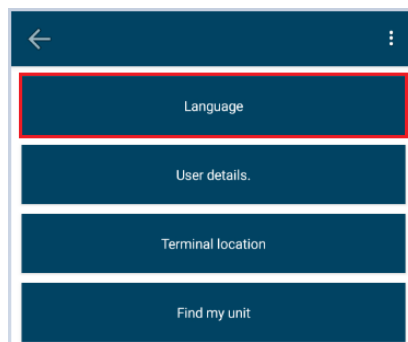
## Menu

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



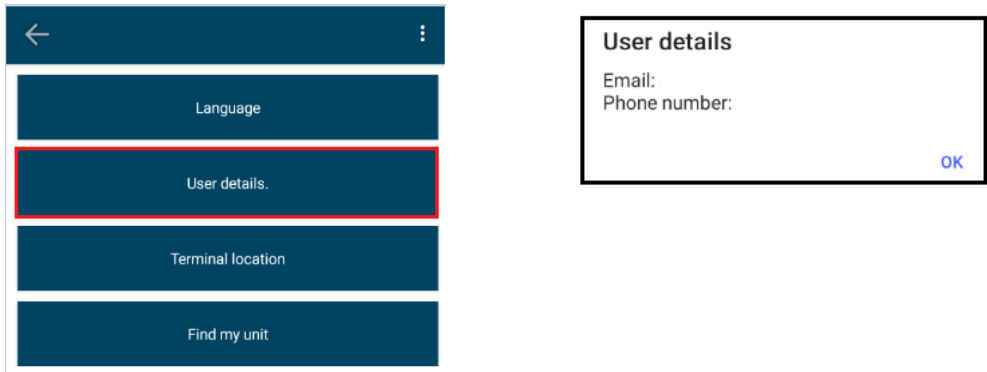
## Language

- 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.



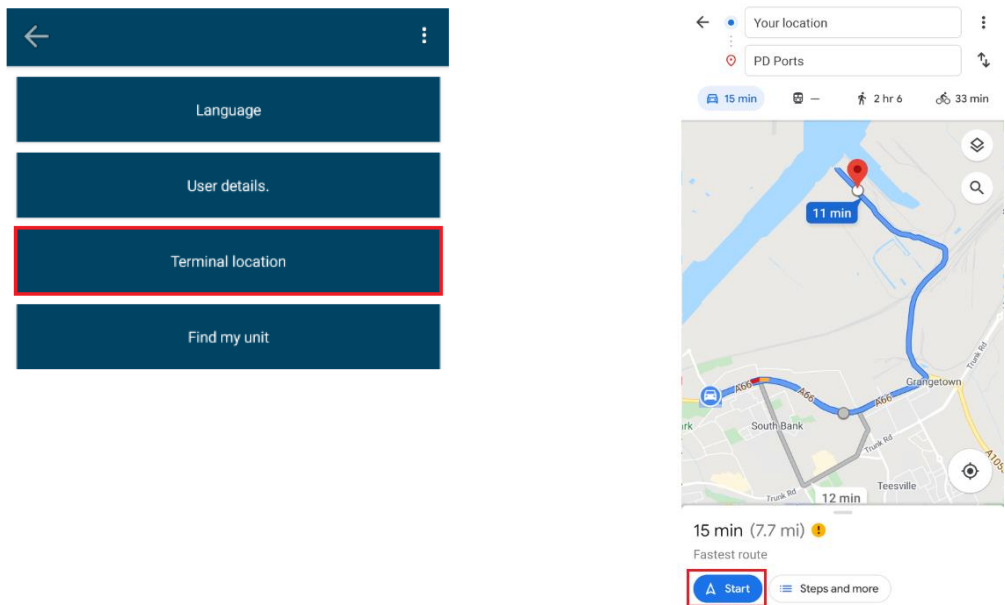
## User Details

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



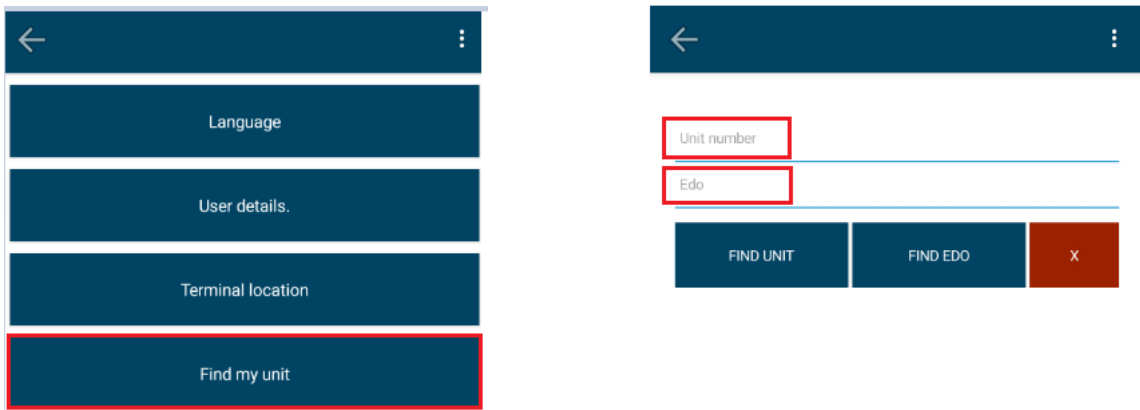
## Terminal Location

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.



- 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.

Unit number

VBSAPPFCL

Edo

FIND UNIT FIND EDO X

Unit number

VBSEDO

FIND UNIT FIND EDO X

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

Pick one

PDP

PDT

CANCEL

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

Unit number

VBSAPPTSTFCL

Edo

FIND UNIT FIND EDO X

VBSAPPTSTFCL	
Category	Import
Type iso	LEG1
Line Operator	PDP
Freight kind	FCL
Dray status	
State	Yard
Drop off available	✗
Pick up available	✓
Automated gate	✓
Hazardous	✗

Unit number

VBSEDO

FIND UNIT FIND EDO X

Pick edo detail	
VBSEDO	
Line operator	PDP
Number	VBSEDO
Quantity	2
Tally out	0
Collection available	✓

- 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.

The first screenshot shows the search interface with the following fields:

- Unit number: VBSAPPTSTFCL, VBSAPPTSTMT1
- Edo: (empty)
- Buttons: FIND UNIT, FIND EDO, X

The second screenshot shows the search results for 'VBSAPPTSTFCL' and 'VBSAPPTSTMT1'.

**VBSAPPTSTFCL**

Category	Import
Type iso	LEG1
Line Operator	PDP
Freight kind	FCL
Dray status	
State	Yard
Drop off available	✗
Pick up available	✓
Automated gate	✓
Hazardous	✗

**VBSAPPTSTMT1**

Category	Storage
Type iso	LEG1
Line Operator	PDP
Freight kind	Empty
Dray status	
State	Inbound
Drop off available	✓
Pick up available	✗
Hazardous	✗

The third screenshot shows the search results for 'VBSAPPTSTMT1'.

**VBSAPPTSTMT1**

Category	Storage
Type iso	LEG1
Line Operator	PDP
Freight kind	Empty
Dray status	
State	Inbound
Drop off available	✓
Pick up available	✗
Hazardous	✗

## Logging out

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

The screenshot shows the bookings screen with the following elements:

- Back button (highlighted with a red box)
- Search icon
- Menu icon
- Tabs: CONFIRMED, PENDING, CLOSED
- Text: There are no confirmed bookings

## Dissociating VBS account from the App

- 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.

The first screenshot shows the landing page with the following elements:

- Text: Add a terminal to the list by scanning the QR code in your VBS profile.
- Terminal card: PDP-TEE
- Bin logo (highlighted with a red box)

The second screenshot shows the confirmation dialog for removing the terminal.

Are you sure you want to remove the terminal?

CANCEL CONFIRM