

Guide to using the PD Ports Vehicle Booking System App

<u>(iOS)</u>

Contents

Downloading the VBS App	
Linking the VBS account to the App	3
Viewing Bookings	5
Search for a specific booking	6
Search by unit/EDO	6
Search by registration	7
Search by booking number	7
Creating a visit timeslot	7
Assigning a truck to a visit timeslot	8
Assigning a container to a visit timeslot	9
Drop of export	9
Drop off empty storage	
Collect import	
Collect empty storage (EDO)	
Finalising a booking	15
Continue with a pending booking	
Menu	
Language	
User details	
Terminal location	
Find my unit	
Logging out	
Dissociating VBS account from the app	

Downloading the VBS App

1. Navigate to the App store on your iOS Device



2. Press the magnifying glass button to open the search bar.



3. Type 'Camco' into the free text fields



4. Select 'VBS' developed by Camco Technologies



5. Click 'Install'



6. Once installed, click 'Open'

Apps



Linking your VBS account to the App

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

View	Personal information		
Edit			
Apps	First name:		
	Last name:		
	Phone number:		
	Email address:		
	Language:		EN
	Applications linked to this account:		VIEW LINKED APPS
	Account details		
	Groups:	Terminal Administrator	
	Company:	PD Ports	

6. Click 'Add new device'

View	Lo ADD NEW DEVICE
Edit	You don't have any apps linked to your account
Apps	for don't have any appointed to your account

7. This will populate a QR code



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



9. You will be prompted to allow the VBS app to take pictures – select 'OK'



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.



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.

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PENDING	CLOSED	CONFIRMED	PENDING	CLOSED	CONFIRMED	PENDING	CLOSED
10/6/2020 - 23:0	0	Date	10/6/2020 -	23:00	Date	10/6/2020 -	12:00
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700044		Booking number			Booking number	698984	
	PENDING 10/6/2020 - 23:0 1 700044	Q I PENDING CLOSED 10/6/2020 - 23:00 I 1 700044	Q Image: Imag	Q ÷ PENDING CLOSED CONFIRMED PENDING 10/6/2020 - 23:00 Date 10/6/2020 - 1 1 # units 1 700044 Booking number	Q : ← Q : PENDING CLOSED CONFIRMED PENDING CLOSED 10/6/2020 - 23:00 Date 10/6/2020 - 23:00 # units 1 1 # units 1 Booking number Example Example	Q :: CONFIRMED PENDING CLOSED CONFIRMED 10/6/2020 - 23:00 Date 10/6/2020 - 23:00 Date 1 # units 1 # units 700044 Booking number Booking number	Q : ← Q : ← PENDING CLOSED CONFIRMED PENDING CLOSED CONFIRMED PENDING 10/6/2020 - 23:00 Date 10/6/2020 - 23:00 Date 10/6/2020 - 23:00 Date 10/6/2020 - 23:00 1 # units 1 # units 1 Booking number 698984

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

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CONFIRMED	PENDING	CLOSED	CONFIRMED	PENDING	CLOSED
te	10/6/2020 - 23:0	0	Date	10/6/2020 - 23:0	00
# units	1		# units	1	
Booking number	700044		Booking number	r	

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

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ooking detai	ls	Booking detai	ls	Booking deta	ils
Booking number Licence plate Booking state Timeslot start Timeslot end	700044 VBSAPP CREATED 10/6/2020 - 23:00 10/6/2020 - 0:00	Booking number Licence plate Booking state Timeslot start	VBSTEST PENDING 10/6/2020 - 23:00	Booking number Licence plate Booking state Timeslot start Timeslot end	698984 TEST CLOSED 10/6/2020 - 12:00 10/6/2020 - 13:00
hit number hit handling type O code	VBSAPPTESTMT2 IN LEG1	Timeslot end Unit handling type EDO	10/6/2020 - 0:00 OUT VBSAPPTESTMT1	Unit handling type EDO	OUT 0106

Search for a specific booking

Search by unit/EDO

 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.

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CONFIRMED PENDING	CLOSED	Search		VBSAPPTESTMT1	
There are no confirmed bookings		SEARCH	×		SEARCH
hare are no commendookings		CONFIRMED PEND	DING CLOSED	CONFIRMED	PENDING CLO
		Date 12/6/ # units 1 Booking number	2020 - 1:00	Date # units Booking numb	11/6/2020 - 23:00 1 Der
		Date 16/6/ # units 0	2020 - 23:00		
		Booking number			

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.

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CONFIRMED	PENDING	CLOSED	Search	_	VB65SAPP		
There are no confirme	d bookings		SEA	RCH X		SEARCH	
				12/6/2020 - 1:00	CONFIRMED	PENDING	CL
			Date # units Booking number	12/6/2020 - 1:00 1	Date # units	12/6/2020 - 23:00 1	
			Date # upito	16/6/2020 - 23:00	Booking num	ıber 702864	
			# units Booking number	0			

Search by booking number

 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.

PENDING

1

0

12/6/2020 - 1:00

16/6/2020 - 23:00

CLOSE

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CONFIRMED	PENDING	CLOSED	Search
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			CONFIRMED
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÷			1
702864			
SE	ARCH	x	
CONFIRMED	PENDING	CLOSED	
Date	12/6/2020 - 23:00)	
# units	1		
Rooking number	702864		

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.

	Truck Containers Booking of	
L		
As	ssigned Move type	
L	Assigned Move type	
r	Diakana	
	Pick one	
	Collect unit	- 1
	Drop off unit	- 1
		CANCEL

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'

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Truck Containers Booking overview	Truck Containers Booking overview	Truck Containers Booking overview
REMOVE UNIT	REMOVE UNIT	REMOVE UNIT
igned Move type Assigned Move type	Assigned Move type	Assigned Move type Drop off unit
	Pick one	Container number VBSEXPORT
	Collect unit	
	Drop off unit	
	CANCEL	
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		\mathbf{Q}^{1} \mathbf{W}^{2} \mathbf{E}^{3} \mathbf{R}^{4} \mathbf{T}^{5} \mathbf{Y}^{6} \mathbf{U}^{7} \mathbf{I}^{8} \mathbf{O}^{9} \mathbf{F}
		A S D F G H J K L
		🚹 Z X C V B N M 🗠

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'.

Image: Containers Booking overview Image: Contain			
Truck Containers Booking overview Truck Containers Booking overview Truck Containers Booking overview Truck Containers Booking signed Move type Assigned Move type	(- :	← :	\leftarrow
REMOVE UNIT REMOVE UNIT Acount isigned Move type Assigned Move type Assigned Move type Assigned Move type Drop off unit Assigned Move type Assigned Move type Assigned Move type intainer number Container number Container number Container number BSEXPORT VBSEXPORT VBSEXPORT Transaction type Transaction type Drop Off Export Booking number VBSTEST99 VBSTEST99 VESTEST99 VBSTEST99 Port of discharge Port of discharge Port of discharge BEZEE BEZEE BEZEE BEZEE BEZEE	Truck Containers Booking overview	Truck Containers Booking overview	Truck Containers Boo
REMOVE UNIT REMOVE UNIT ADD UNIT signed Move type Assigned Move type Assigned Move type Assigned Move type Drop off unit Assigned Move type Container number Container number sexproxr1 Container number Container number VBSEXPORT VBSEXPORT Drop Off Export Drop Off Export Drop Off Export Drop Off Export Booking number VBSEXFST99 VBSTEST99 VBSTEST99 Port of discharge Port of discharge Port of discharge BEZEE BEZEE EZZE EZZE			
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Drop off unit Assigned Move type Assigned Move type ontainer number Container number Container number sesx-port1 VBSEXPORT VBSEXPORT Transaction type Transaction type Transaction type Booking number VBSEXFORT VBSEXPORT VBSEXFORT Transaction type Drop Off Export Booking number VBSEXFORT VBSEXFORT VBSEXFORT VBSEXFORT Drop Off Export Booking number VBSEXFORT VBSEXFORT VBSEXFORT VBSEXFORT VBSEXFORT <td< td=""><td>Assigned Move type</td><td>Assigned Move type</td><td>Assigned Move type</td></td<>	Assigned Move type	Assigned Move type	Assigned Move type
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Port of discharge Port of discharge BEZEE BEZEE		VBSTEST99	VBSTEST99
BEZEE BEZE		Port of discharge	Port of discharge
		BEZEE	BEZEE

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'

Truck Containers Booking overview REMOVE LUNT Assigned Move type Assigned Move type Pick one Collect unit Drop off unit CANCEL	:	÷	:	← :
REMOVE UNIT Assigned Move type Assigned Move type Assigned Move type Assigned Move type Drop off unit Assigned Move type Collect unit Urop off unit Concel VBAPPTESTMT	ew	Truck Containers Booking overview	Truck Containers Booking overview	Truck Containers Booking overview
Pick one Collect unit Drop off unit CANCEL		REMOVE UNIT Assigned Move type Drop off unit	REMOVE UNIT gried Move type Assigned Move type	REMOVE UNIT Assigned Move type Assigned Move type
		Container number VBSAPPTESTMT2	Pick one Collect unit Drop off unit CANCEL	
CONFIRM INFORMATION CONFIRM INFORMATION		CONFIRM INFORMATION	CONFIRM INFORMATION	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.

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ICK Containers Booking overview	Truck Containers Booking over
REMOVE UNIT	Pick one
ned Move type	2XL Unit - P&O
Assigned Move type	Damaged
tainer number SAPPTESTMT	ECS Unit - P&O
isaction type	Food Grade Container - Containerships
Drop Off Empty Storage	
e operator	Hanging Frames
P	None
ide	Over 8 Year Old - CMA
Grade	P&O Ferrymasters Unit
	CAN

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'.

← :	←	:
Truck Containers Booking overview	Truck Containers Booking overview	
REMOVE UNIT	REMOVE UNIT	
Assigned Move type	Assigned Move type	
Assigned Move type	Assigned Move type	
Iontainer number	Container number VBSAPPTESTMT2	
ransaction type	Transaction type	_
Drop Off Empty Storage	Drop Off Empty Storage	
Line operator	Line operator	
PDP	PDP	_
Grade		
None		
CONFIRM INFORMATION	CONFIRM UNIT	

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'.

Truck Containers Booking overview REMOVE LINIT REMOVE LINIT REMOVE LINIT Assigned Move type Assigned Move type Assigned Move type Assigned Move type Unit number known Unit number known Unit number known Unit number known Container number Unit number known Container number Unit number known Container number VBSAPPTESTFCL Transaction type Pickup Import Pickup Import Pickup Import	÷	:
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Pickup Import Pickup Import Pickup Import	Transaction typ	e
PIN exg		Pickup Import
852		
CONFIRM INFORMATION CONFIRM UNIT		

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'

Containers Booking overview	C Truck Containers Blocking overview
REMOVE UNIT	REMOVE UNIT Assigned Move type
Asalyieu more type	Assigned Move type Pick one Collect unit
	Drop off unit
CONFIRM INFORMATION	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'.

← :	<i></i>	÷	÷	:
Truck Containers Booking overview	Truck Containers Bo	oking overview	Truck Containers	Booking overview
REMOVE UNIT	REMOVE UNIT		REMOVE	UNIT
Assigned Move type	Assigned Move type		Assigned Move type	
Collect unit	Collect unit		Collect	unit
Unit number known	Unit ou where known		Unit number known	
Unit number known	Pick one		No	
	No		EDO	
	Yes		VBSTEST	
		CANCEL		
CONFIRM INFORMATION	CONFIRM INFORMAT	TION		

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

Containers Booking overview REMOVE UNIT ned Move type Assigned Move type umber known Unit number known rest sperator Line operator	Containers Booking overview REMOVE UNIT pred Move type Assigned Move type number known Unit number known	Truck Containers Booking overview REMOVE UNIT assigned Move type Assigned Move type Int number known D0 restrest Ine operator Line operator	Truck Containers Booking overview REMOVE UNIT Assigned Move type Instrumber known D0 VestrEST Ine operator Line operator	÷	i
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pprator Line operator	pperator Line operator	ne operator Line operator	Line operator	EDO VBSTEST	
Line operator	Line operator	Line operator	Line operator	ine operator.	
					Line operator
					CONFIRM INFORMATION

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'.

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Truck C	ontainers Booking overview
Assigned Move type	
	Assigned Move type
Unit number known	
	Unit number known
300	
VBSTEST	
Line operator	
	PDP

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.

g overview coordinate	g overview	
wing number Date %6/2020-23:00 Booking number	okina number	
Immediate de la coloritationa 2020 06-1010 000 Timesiot start 9/6/2020 - 233 Socolarizationa FND ING Timesiot start 9/6/2020 - 030 Juint number VBEXEVORT Unit number VBEXEVORT Juint handling type IN Init handling type IN Socolarizationa FD ISO Code LEG1 Juint number V/2020 - 230 Init handling type IN Timesiot start S/2020 - 000 S/2020 - 000 Init handling type	icence plate ooking state ïmeslot start	VBSAPP PENDING 2020-06-09723:00
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Line Operator POP Timeslot start 2/5/2020 - 0.00	Init number Init handling type	VBSEXPORT IN
imeslot end 3/5/2020 - 0:00	ine Operator imeslot start	PDP 2/5/2020 - 23:00
	ïmeslot end	3/5/2020 - 0:00

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.

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CONFIRMED	PENDING		CLOSED	
Date	10/6/2020 -	23:00		
# units	1			
Booking number				

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

÷		c	٤	:
CONFIRMED	PENDING	CLC	ISED	
Date # units Booking number	10/6/2020 - 23:00 1			

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.

Booking number		Enter tr	uck licence plate	
Licence plate	VBSAPP	Select a	truck	
Booking state	PENDING		Select a	truck
Timeslot start	11/6/2020 - 23:00			
Timeslot end	11/6/2020 - 0:00			
Unit number	VBSAPPTESTMT1			
Unit handling type	IN			
ISO code	LEG1			
Line Operator	PDP			

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.

← :	~	:
Truck Containers Booking overview	Booking overview	
Unit number VBSAPPTESTMT1	Booking number Licence plate VBSAPP	
ISO code LEG1 Line Operator PDP	Booking state PENDING	
ADD UNIT	Timeslot start 2020-06-11123:00 Timeslot end 2020-06-12T00:00	
	Booking state PENDING Unit number VBSAPPTESTMT1	
	Unit handling type IN	
	Line Operator PDP	
	Timeslot start 4/5/2020 - 23:00 Timeslot end 5/5/2020 - 0:00	
DONE WITH UNITS	SUBMIT OVERV	IEW

Menu

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

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CONFIRMED	PENDING	CLOSED	

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 Apple maps and use your current location. Press the 'Go' 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.

_		:
VBSAPPFCL		
Edo		
FIND UNIT	FIND EDO	x

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

Unit number		
VBSEDO		
FIND UNIT	FIND EDO	x
_		
Pick one		
PDP		
PDT		
	(CANCEL

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

-		:	\leftarrow	
/BSAPPTESTFCL			Unit number	
Edo			VBSEDO	
FIND UNIT	FIND EDO	×	FIND UNIT	FIND EDO
	CL	-		
DOAFFILOIN	Import		Pi	ck edo detail
negory	LEG1		VBSEDO	
ne Operator	PDP		Line operator	PDP
eight kind	FCL		Number	VBSEDO
ray status			Quantity	2
ate	Yard		Tally out	0
rop off available	×		Collection available	~
ck up available	×			
utomated gate	×			
Hazardous	×			

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.

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VBSAPPTESTFCL, VBSAPP	TESTMT1		Unit number			VBSAPPTESTMT1		
Edo			VBSEDO, VBSEDO1			VBSED01		
FIND UNIT	FIND EDO	x	FIND UNIT	FIND EDO	x	FIND UNIT	FIND EDO	x
VBSAPPTESTF	CL					VBSAPPTESTM	T1	
Category	Import		Pic	k edo detail		Category	Storage	
Type iso	LEG1		VBSEDO			Type iso	LEG1	
Line Operator	PDP			DDT		Line Operator	PDP	
Freight kind	FCL		Line operator	PDI		Freight kind	Empty	
Dray status			Number	VBSEDU		Dray status		
State	Yard		Quantity	2		State	Inbound	
Drop off available	×		Tally out	0		Drop off available	~	
Pick up available	×		Collection available	~		Pick up available	×	
Automated gate	×		Pic	k edo detail		Hazardous	×	
Hazardous	×							
VBSAPPTESTM	IT1		VBSED01			P	ick edo detail	
Category	Storage		Line operator	PDP		VBSED01		
Type iso	LEG1		Number	VBSED01		Line operator	PDP	
Line Operator	PDP		Quantity	2		Number	VBSED01	
Freight kind	Empty		Tally out	0		Quantity	2	
Dray status			Collection available	×		Tally out	0	

Logging out

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

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CONFIRMED	PENDING	CLOSED
There are no confirm	ned bookings	

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.

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Add a terminal to the list by scanning the QR co your VBS profile.	de in
PDP-TEE	

