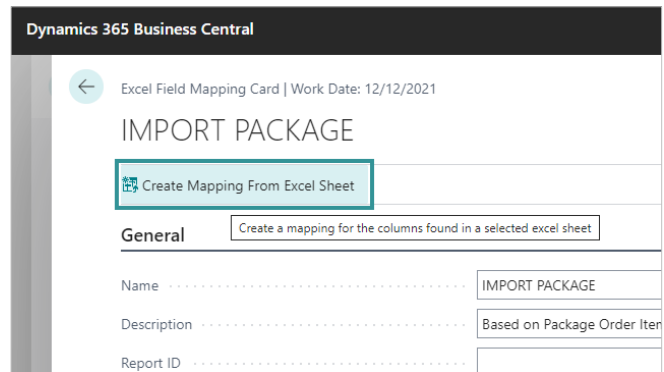


- 1. Excel Field mapping..... 1
 - 1.1. Excel field mapping..... 1
- 2. Setup..... 3
 - 2.1. Package number Setup 3
 - 2.2. Cargo Management Setup..... 3
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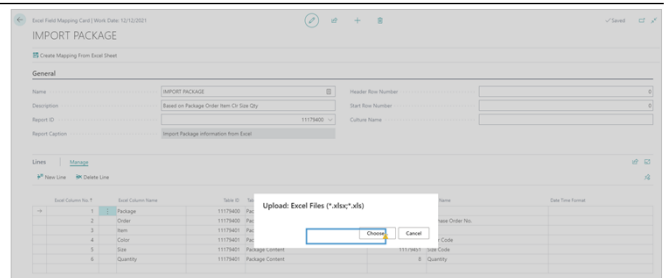
1. Excel Field mapping

1.1. Excel field mapping

Create Mapping From Excel Sheet
 Create a mapping for the columns found in a selected excel sheet

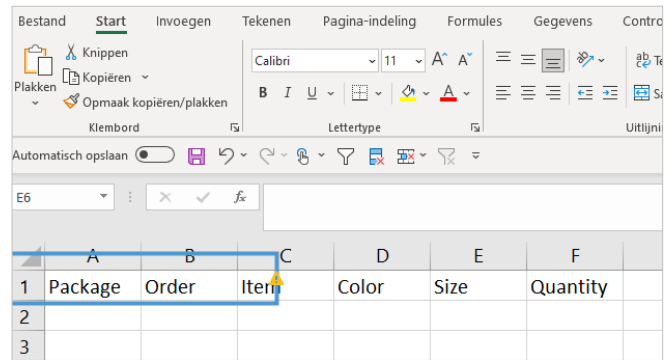


- **Download attachment:** Select an Excel file

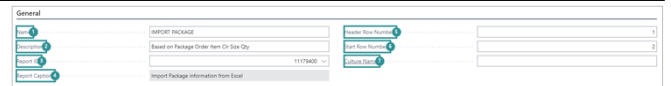


K3 Pebblestone Cargo Management

- Backlogs:** Using the Header Row Number, it will read the header from the selected Excel file and create the field mapping lines. You then can choose the table and field which maps to the column. If you want to ignore a column you can remove the line or just don't select a table and field.


General

- Name.**
 Specifies the value of the Name field.
- Description.**
 Specifies the value of the Description field.
- Report ID.**
 Specifies the report ID for which the mapping is valid.
- Report Caption.**
 Specifies the value of the Report Name field.
- Header Row Number.**
 Specifies the Excel row number with the header information.
- Start Row Number.**
 Specifies the first Excel row number with data to be imported.
- Culture Name.**
 The culture name specifies the format of the values (like decimals and dates). Culture Name is in format "en-US", search MSDN for more details ("CultureInfo.Name Property")


Lines

- Excel Column No..**
 Specifies the value of the Excel Column No. field.
- Excel Column Name.**
 Specifies the value of the Excel Column Name field.
- Table ID.**
 Specifies the ID of the table which maps to this excel column.
- Table Name.**
 Specifies the name of the table which maps to this excel column.
- Field ID.**
 Specifies the ID of the Field which maps to this excel column.
- Field Name.**
 Specifies the name of the Field which maps to this excel column.
- Date Time Format.**
 Specifies the date and time format. When the date or date time format differs from the culture you can specify the format to use to import the value, search MSDN for more details ("Custom Date and Time Format



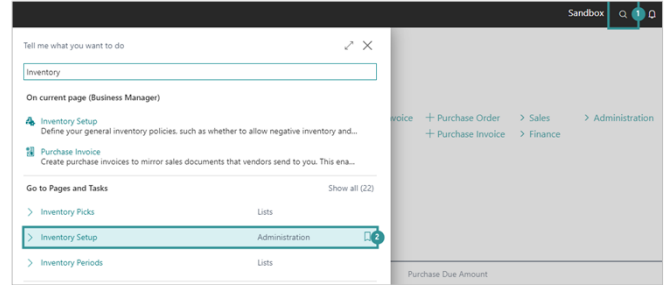
Strings")

2. Setup

2.1. Package number Setup

Navigate to Package number setup

1. Click on the link **Search** - Enter the text **Inventory**.
2. Click on **Inventory Setup Administration**.



Package Nos.

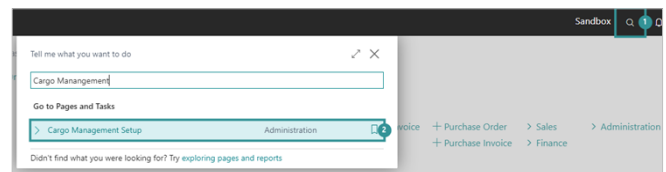
Specifies the number series that will be used to assign numbers to packages.



2.2. Cargo Management Setup

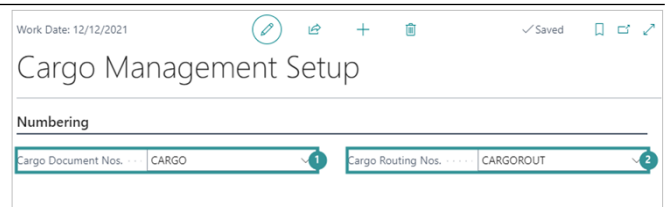
Navigate to Cargo Management Setup

1. Click on the link **Search** - Enter the text **Cargo Management**.
2. Click on **Cargo Management Setup Administration**.



1. **Cargo Document Nos.** .
Specifies the number series that will be used to assign numbers to cargo documents.
2. **Cargo Routing Nos.**

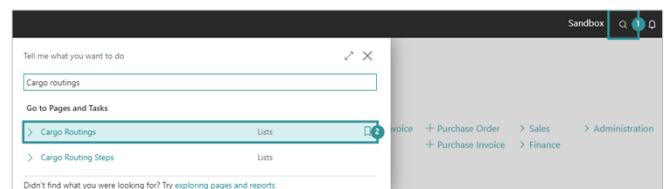
Specifies the number series that will be used to assign numbers to cargo routings.



2.3. Cargo routings setup

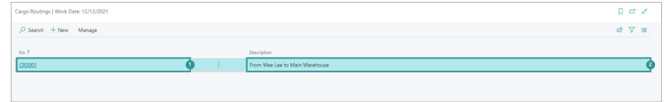
Navigate to Cargo routings

1. Click on the link **Search** - Enter the text **Cargo routings**.
2. Click on **Cargo Routings Lists**.



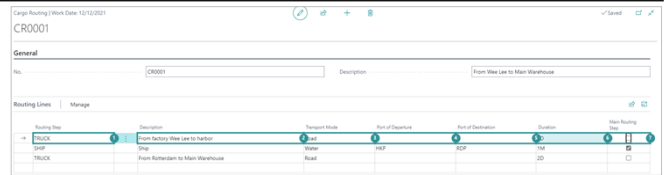
K3 Pebblestone Cargo Management

1. **No.** .
Specifies the value of the No. field.
2. **Description** .
Specifies the value of the Description field.



Cargo lines
Specifies the value of the No. field.

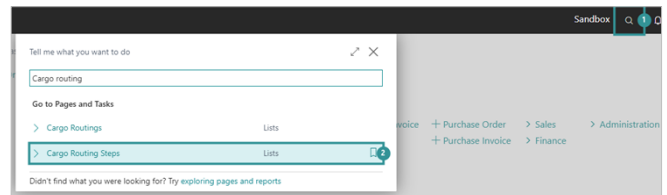
1. **Routing Step** .
Specifies the value of the Cargo Routing Step field.
2. **Description** .
Specifies the value of the Description field.
3. **Transport Mode**.
Specifies the value of the Transport Mode field.
4. **Port of Departure** .
Specifies the value of the Port of Departure field.
5. **Port of Destination** .
Specifies the value of the Port of Destination field.
6. **Duration** .
Specifies the duration of the routing step.
7. **Main Routing Step** .
Specifies the value of the Main Routing Step field.



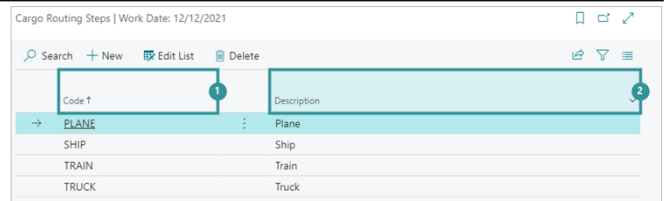
2.4. Cargo routing steps setup

Navigate to cargo routing steps

1. Click on the link **Search** - Enter the text **Cargo routing**.
2. Click on **Cargo Routing Steps Lists** .



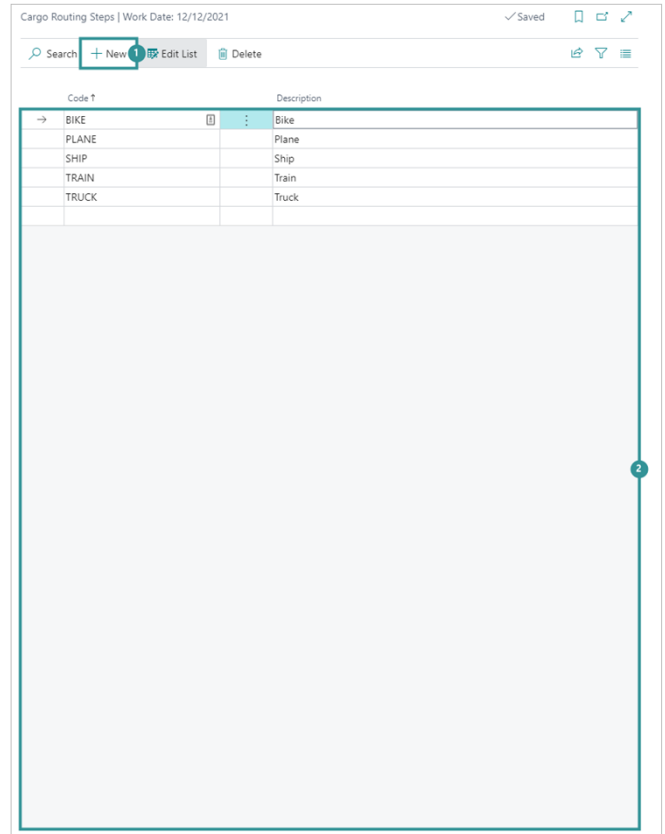
1. **Code** .
Specifies the code for the cargo routing step.
2. **Description** .
Specifies the description of the cargo routing step.



K3 Pebblestone Cargo Management

Add new routing step

1. Click on the navigation menu item **New** **Create a new entry.** - Enter the text **Bike**.
2. New routing step has been added.

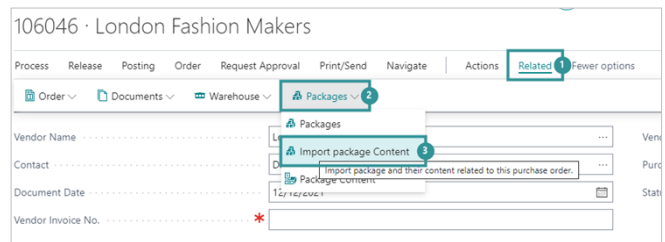


3. Package via Purchase Order

3.1. Import package content on PO

Navigate to import package content

1. Click on the navigation menu item popup **Related.**
2. Click on the navigation menu item popup **Packages.**
3. Click on the navigation menu item Import package Content. **Import package and their content related to this purchase order..**



K3 Pebblestone Cargo Management

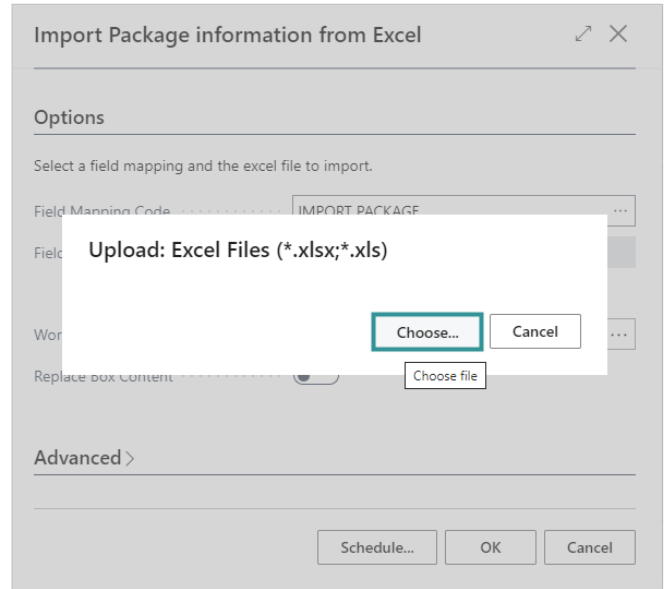
1. Click on **Field Mapping Code**.
Specifies the code of the field mapping that will be used to fill the correct table fields with the imported data.
2. Click on the lookup button **Field Mapping Code**.

1. Click on the link in cell **Name** on any row.

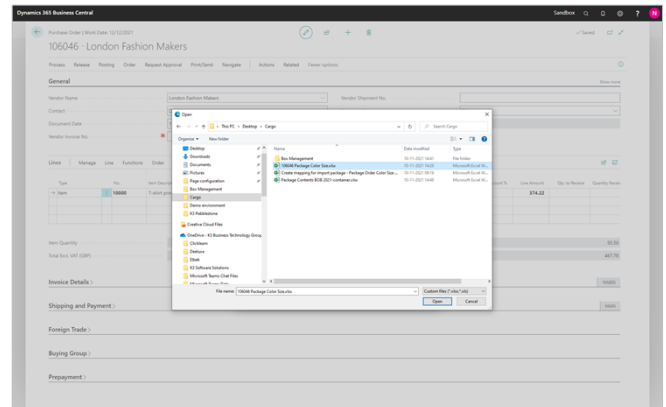
Name	Description
IMPORT_CONTAINER	Import container
IMPORT_PACKAGE	Based on Package Order Item Ctr Size Qty

1. **Field Mapping Description.**
Specifies the description of the field mapping that will be used to fill the correct table fields with the imported data.
2. **Worksheet Name.**
Specifies the name of the sheet to import.
3. Click on the link **Review or update the value for Worksheet Name**.

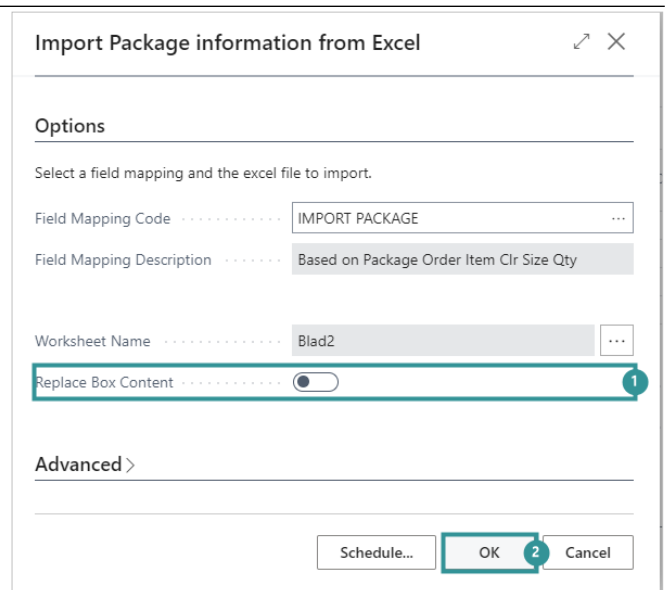
1. Click on the field Choose.



Choose the file you want to import.



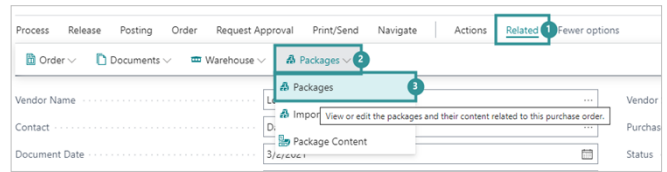
1. **Replace Box Content.** Specifies if you want to replace the content of an earlier imported package.
2. Click on the button **OK**.



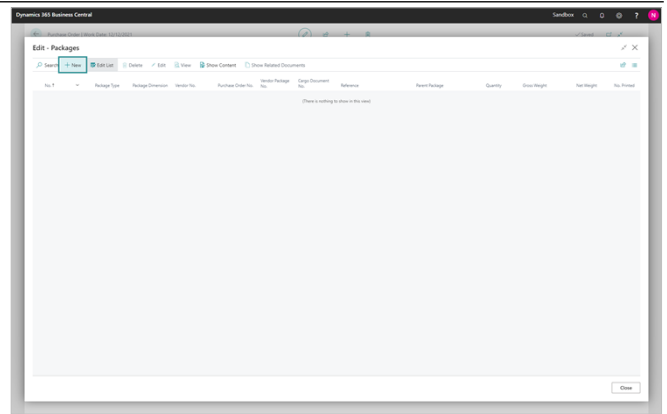
3.2. Create a manual package on a PO

Navigate to package

1. Click on the navigation menu item popup **Related.**
2. Click on the navigation menu item popup **Packages.**
3. Click on the link **View or edit the packages and their content related to this purchase order..**

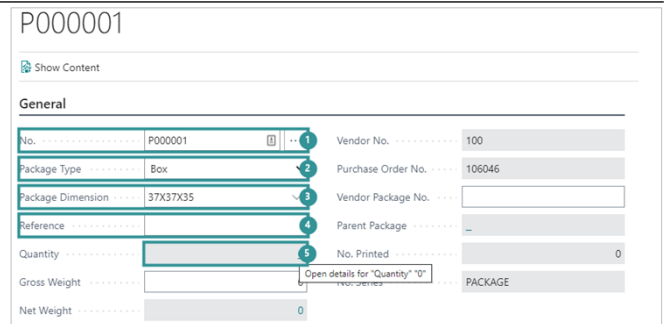


Click on the navigation menu item Create a new entry.

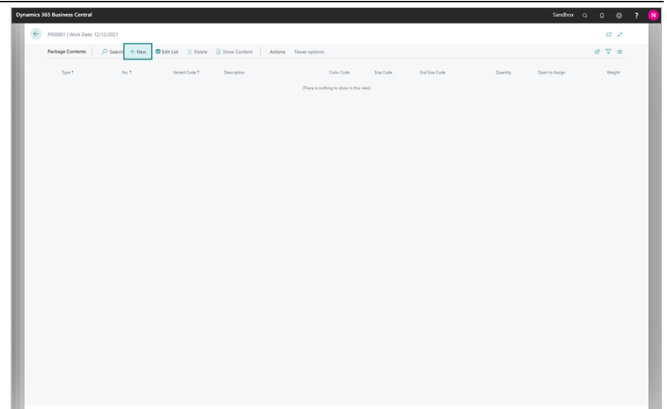


General

1. Click on **No..**
Specifies the value of the No. field.
2. **Package .**
Specifies the value of the Package Type field.
3. **Package Dimension.**
Specifies the value of the Package Dimension field.
4. **Reference.**
Specifies a reference. The reference is a free to use field.
5. Click on the field **Quantity 0.**

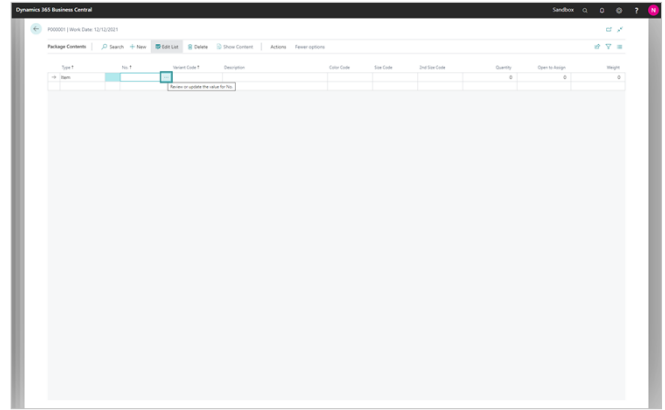


Click on the navigation menu item Create a new entry.



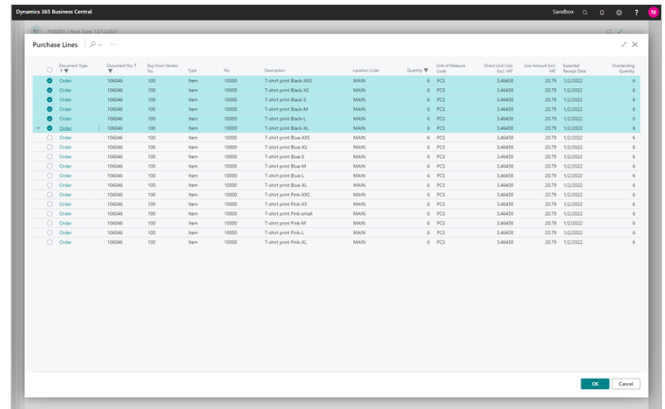
K3 Pebblestone Cargo Management

Click on the lookup button in the cell **No.**



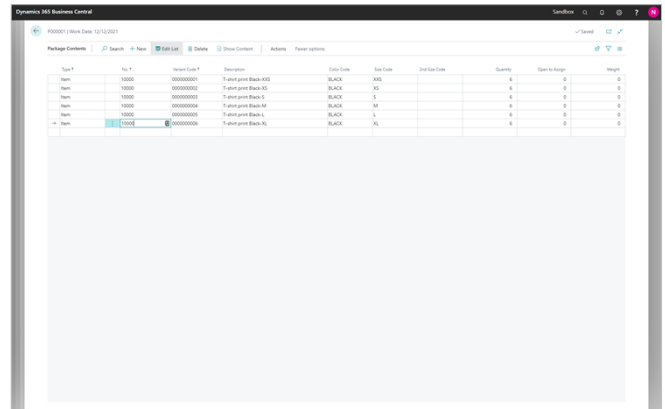
Type T	No. #	Variant Code V	Description	Color Code	Size Code	Unit Size Code	Quantity	Open to Buy	Weight

Select the purchase lines you want to add.



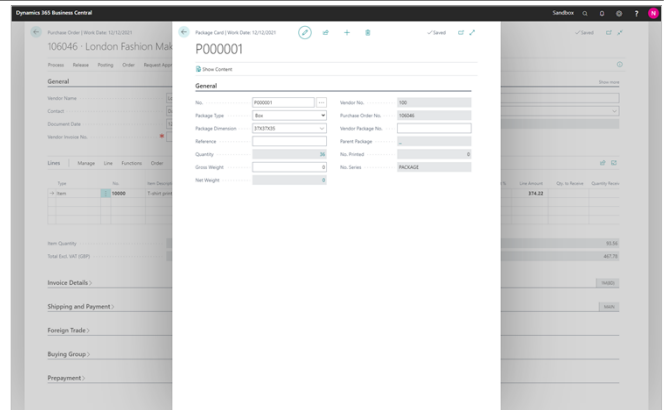
Order	No.	Type	No.	Description	Location Code	Unit of Measure	Direct Cost	Unit Amount	Entered	Quantity		
Order	10004	100	Item	10000	T-shirt print Black-XS	MAIN	6	PCS	2.4405	25.79	10/20/22	6
Order	10004	100	Item	10000	T-shirt print Black-S	MAIN	6	PCS	2.4405	25.79	10/20/22	6
Order	10004	100	Item	10000	T-shirt print Black-L	MAIN	6	PCS	2.4405	25.79	10/20/22	6
Order	10004	100	Item	10000	T-shirt print Black-M	MAIN	6	PCS	2.4405	25.79	10/20/22	6
Order	10004	100	Item	10000	T-shirt print Black-XL	MAIN	6	PCS	2.4405	25.79	10/20/22	6
Order	10004	100	Item	10000	T-shirt print Blue-XS	MAIN	6	PCS	2.4405	25.79	10/20/22	6
Order	10004	100	Item	10000	T-shirt print Blue-S	MAIN	6	PCS	2.4405	25.79	10/20/22	6
Order	10004	100	Item	10000	T-shirt print Blue-L	MAIN	6	PCS	2.4405	25.79	10/20/22	6
Order	10004	100	Item	10000	T-shirt print Blue-M	MAIN	6	PCS	2.4405	25.79	10/20/22	6
Order	10004	100	Item	10000	T-shirt print Blue-XL	MAIN	6	PCS	2.4405	25.79	10/20/22	6
Order	10004	100	Item	10000	T-shirt print Pink-XS	MAIN	6	PCS	2.4405	25.79	10/20/22	6
Order	10004	100	Item	10000	T-shirt print Pink-S	MAIN	6	PCS	2.4405	25.79	10/20/22	6
Order	10004	100	Item	10000	T-shirt print Pink-L	MAIN	6	PCS	2.4405	25.79	10/20/22	6
Order	10004	100	Item	10000	T-shirt print Pink-M	MAIN	6	PCS	2.4405	25.79	10/20/22	6
Order	10004	100	Item	10000	T-shirt print Pink-XL	MAIN	6	PCS	2.4405	25.79	10/20/22	6

The selected purchase lines are added.



Type T	No. #	Variant Code V	Description	Color Code	Size Code	Unit Size Code	Quantity	Open to Buy	Weight
Item	10000	000000000	T-shirt print Black-XS	BLACK	XS		6	0	0
Item	10000	000000000	T-shirt print Black-S	BLACK	S		6	0	0
Item	10000	000000000	T-shirt print Black-L	BLACK	L		6	0	0
Item	10000	000000000	T-shirt print Black-M	BLACK	M		6	0	0
Item	10000	000000000	T-shirt print Black-XL	BLACK	XL		6	0	0

The quantities are added.



Purchase Card (Work Date: 12/12/2021)

Package Type: **Box** Purchase Order No.: **100046**

Package Dimension: **37x23x15** Vendor Package No.:

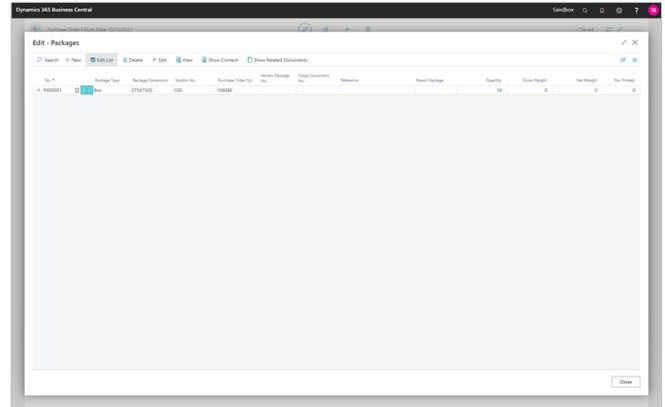
Reference: Event Package:

Quantity: **36** Qty. In Stock: **BLACK**

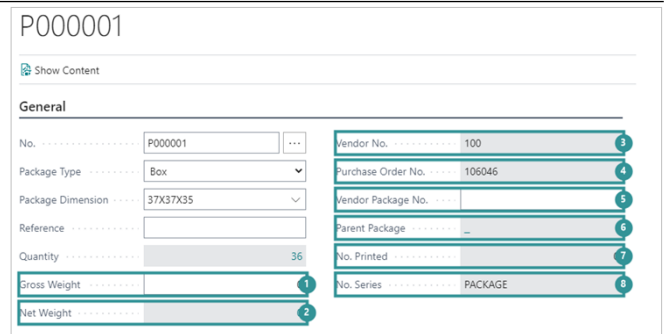
New Weight: No. Items: **BLACK**

K3 Pebblestone Cargo Management

The quantities are added.



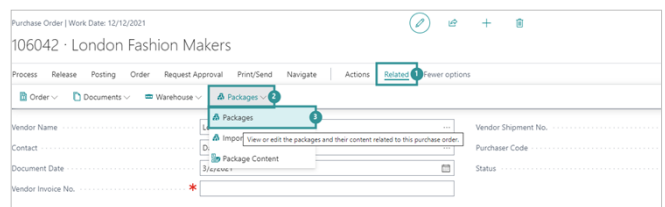
1. **Gross Weight.**
Specifies the value of the Gross Weight field.
2. **Net Weight 0.**
Specifies the value of the Net Weight field.
3. **Vendor No. 100.**
Specifies the vendor of the purchase document the package is linked to.
4. **Purchase Order No. 106046.**
Specifies the purchase document the package is linked to.
5. **Vendor Package No..**
Specifies the vendor's package number.
6. **Parent Package.**
Specifies the box, pallet or container to which this package is added as content.
7. **No. Printed 0.**
Specifies the value of the No. Printed field.
8. **No. Series PACKAGE.**
Specifies the value of the No. Series field.



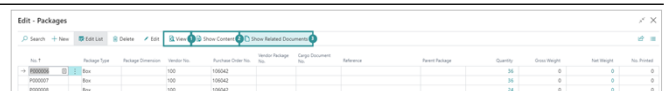
3.3. Packages

Navigate to packages on purchase order

1. Click on the navigation menu item popup **Related.**
2. Click on the navigation menu item popup **Packages.**
3. Click on the link **View or edit the packages and their content related to this purchase order..**



1. **Open the selected row in view mode..**
2. **Show the contents of the package..**
3. **Shows the documents the package is attached to..**



1. **No..**
Specifies the number of the package.
2. **Package Type.**
Specifies the type of the package.
3. **Package Dimension.**
Specifies the dimensions of the package.
4. **Vendor No..**



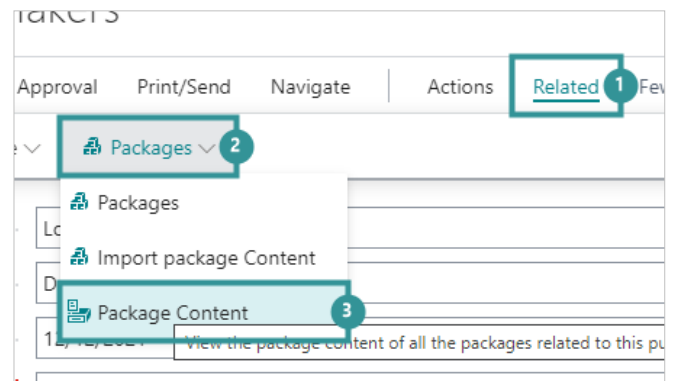
K3 Pebblestone Cargo Management

5. Specifies the vendor of the purchase document the package is linked to.
Purchase Order No..
6. Specifies the purchase document the package is linked to.
Vendor Package No..
7. Specifies the vendor's package number.
Cargo Document No..
8. Specifies the cargo document the package is linked to.
Reference.
9. Specifies a reference. The reference is a free to use field.
Parent Package.
10. Specifies the box, pallet or container to which this package is added as content.
Quantity.
11. Shows the total quantity of the content.
Gross Weight.
12. Shows the total weight of the content and the package.
Net Weight.
13. Shows the total weight of the content.
No. Printed.
- Specifies the number of times this package was printed on a label.

3.4. Package Content

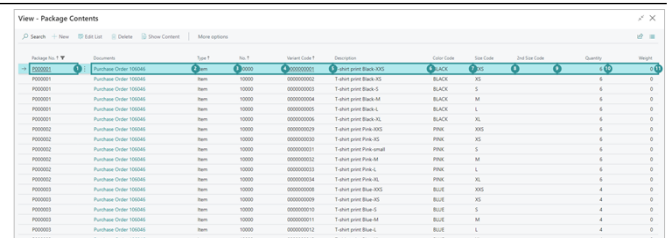
Navigate to Package Content on PO

1. Click on the navigation menu item popup **Related.**
2. Click on the navigation menu item popup **Packages.**
3. Click on the navigation menu item View the package content of all the packages related to this purchase order. For instance, to export them to excel.



Package Contents

1. **Package No..**
Specifies the number of the Package.
2. **Documents.**
Shows if there are documents attached to the Package.
3. **Type.**
Specifies if the package contains items or the package is a container for packages.
4. **No..**
Specifies the number of the item or package.
5. **Variant Code.**
Specifies the variant code of the item in the package.
6. **Description.**
Specifies the description of the content.
7. **Color Code.**



Package No. ↓	Documents	Type ↑	No. ↑	Variant Code ↑	Description	Color Code	Unit Code	End Use Code	Quantity	Weight
PO00001	Purchase Order 100048	Item	10000	000000001	T-shirt print Black XS	BLACK	XS		4	0
PO00001	Purchase Order 100048	Item	10000	000000002	T-shirt print Black S	BLACK	S		4	0
PO00001	Purchase Order 100048	Item	10000	000000004	T-shirt print Black M	BLACK	M		4	0
PO00001	Purchase Order 100048	Item	10000	000000005	T-shirt print Black L	BLACK	L		4	0
PO00001	Purchase Order 100048	Item	10000	000000006	T-shirt print Black XL	BLACK	XL		4	0
PO00002	Purchase Order 100048	Item	10000	000000003	T-shirt print Pink 000	PINK	000		4	0
PO00002	Purchase Order 100048	Item	10000	000000005	T-shirt print Pink XS	PINK	XS		4	0
PO00002	Purchase Order 100048	Item	10000	000000001	T-shirt print Pink small	PINK	S		4	0
PO00002	Purchase Order 100048	Item	10000	000000002	T-shirt print Pink M	PINK	M		4	0
PO00002	Purchase Order 100048	Item	10000	000000003	T-shirt print Pink L	PINK	L		4	0
PO00002	Purchase Order 100048	Item	10000	000000004	T-shirt print Pink XL	PINK	XL		4	0
PO00003	Purchase Order 100048	Item	10000	000000008	T-shirt print Blue 000	BLUE	000		4	0
PO00003	Purchase Order 100048	Item	10000	000000009	T-shirt print Blue XS	BLUE	XS		4	0
PO00003	Purchase Order 100048	Item	10000	000000010	T-shirt print Blue S	BLUE	S		4	0
PO00003	Purchase Order 100048	Item	10000	000000011	T-shirt print Blue M	BLUE	M		4	0
PO00003	Purchase Order 100048	Item	10000	000000012	T-shirt print Blue L	BLUE	L		4	0
PO00003	Purchase Order 100048	Item	10000	000000013	T-shirt print Blue XL	BLUE	XL		4	0

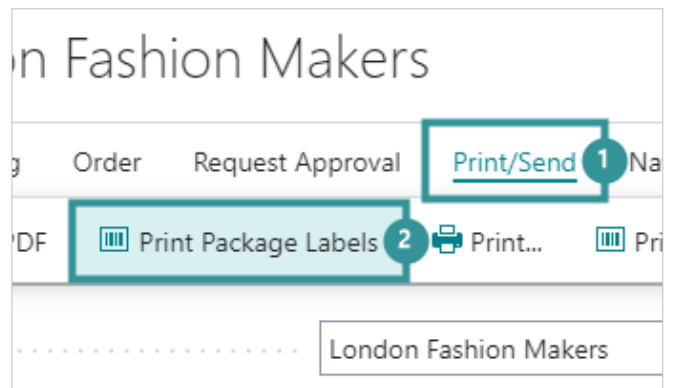
K3 Pebblestone Cargo Management

- 8. **Size Code.**
Specifies the color code of the item on the line.
- 9. **2nd Size Code.**
Specifies the size code of the item on the line.
- 10. **Quantity.**
Shows the number of items or packages.
- 11. **Weight.**
Shows the total weight for this content line.

3.5. Print Package labels

Navigate to Print Package labels

- 1. Click on the navigation menu item popup **Print/Send**.
- 2. Click on the navigation menu item View and print package labels with details of the package and package content.

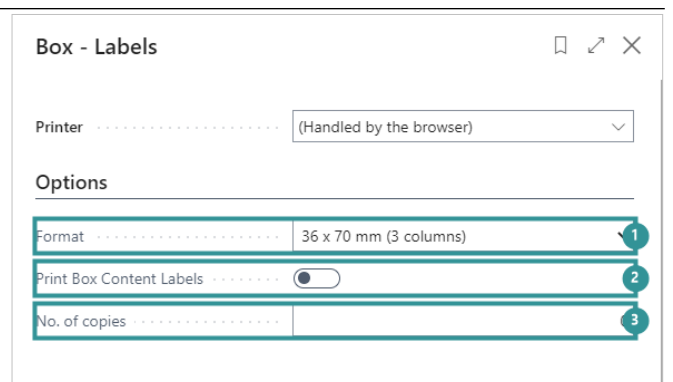


- 1. **Printer.**
Specifies a cloud-enabled printer selected for this report. You can change the default printer by using Printer Selections page. If no printer is selected, the browser will handle the printout and display a standard experience where a local printer can be chosen.



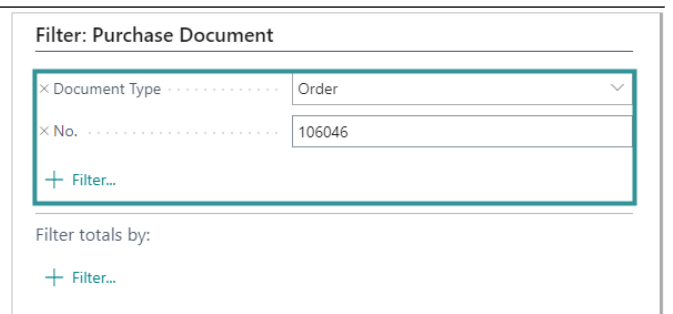
Options

- 1. **Format.**
Specifies the format of the label.
- 2. **Print Box Content Labels.**
Indicates if Box Content Labels should be printed for the packages, in addition to printing the Box Label.
- 3. **No. of copies.**
Specifies the number of labels you want to create if you have not chosen to create the number of labels based on inventory.



Place the filters for Purchase Document

- 1. **Document Type.**



K3 Pebblestone Cargo Management

Place the filters for Transfer Order

- 1. **No..**

Filter: Transfer Order

× No.

+ Filter...

Filter totals by:

+ Filter...

Place the filters for Package

- 1. **No..**

Filter: Package

× No.

+ Filter...

- 1. Click on the button **Preview**.

Box - Labels □ ↗ ✕

No. of copies

Filter: Purchase Document

× Document Type

× No.

+ Filter...

Filter totals by:

+ Filter...

Filter: Transfer Order

× No.

+ Filter...

Filter totals by:

+ Filter...

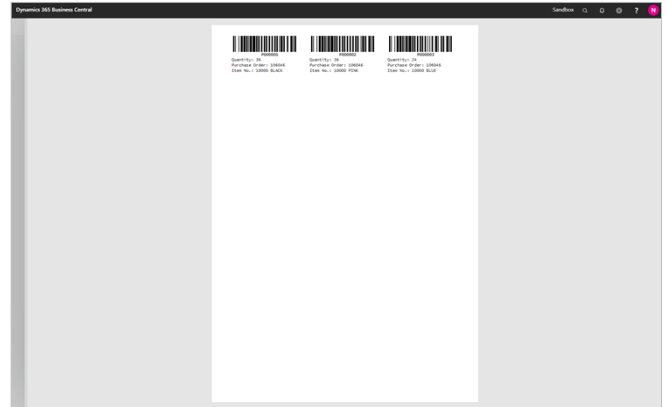
Filter: Package

× No.

+ Filter...

Advanced >

Outcome of the package labels



4. Cargo

4.1. Cargo Document

General

1. **No..**
Specifies the value of the No. field.
2. **Cargo Routing No..**
Specifies the routing to use.
3. **Creation Date.**
Specifies the value of the Creation Date field.
4. **Description.**
Specifies the description of the cargo document.
5. **Vendor No..**
Specifies the number of the vendor who delivers the products.
6. **Vendor Name.**
Specifies the name of the vendor who delivers the products.
7. **Transport Mode (Main).**
Shows the transport mode of the main cargo routing step.
8. **Transport Name (Main).**
Shows the transport name of the main cargo routing step.
9. **Port of Departure (Main).**
Shows the Port of Departure of the main cargo routing step.
10. **ETD (Main).**
Specifies the estimated time of departure from the port of departure.
11. **Port of Destination (Main).**
Shows the Port of Destination of the main cargo routing step.
12. **ETA (Main).**
Specifies the estimated time of arrival at the port of destination.

Cargo Document | Work Date: 12/12/2021


C000001

Receive Update Expected Receipt Date Import Package Information

General	
No.	C000001
Cargo Routing No.	CR0001
Creation Date	12/12/2021
Description	From Wee Lee to Main Warehouse
Vendor No.	
Vendor Name	
Transport Mode (Main)	Water
Transport Name (Main)	
Port of Departure (Main)	HKP
ETD (Main)	
Port of Destination (Main)	RDP
ETA (Main)	

K3 Pebblestone Cargo Management

1. **Location Code.**
Specifies the warehouse location the cargo will be received.
2. **ETA (Warehouse).**
Specifies the estimated time of arrival in the warehouse location.
3. **Bill of Lading.**
Specifies the value of the Bill of Landing field.
4. **Colli.**
Specifies the number of cargo units.
5. **CBM.**
Specifies the value of the CBM field.
6. **KGS.**
Specifies the value of the KGS field.
7. **Custom Clearance.**
Specifies the value of the Custom Clearance field.
8. **Certificate of Origin.**
Specifies the value of the Certificate of Origin field.
9. **Packing List.**
Specifies the value of the Packing List field.
10. **Invoice.**
Specifies the value of the Invoice field.
11. **Status.**
Specifies whether the document is open or the cargo specified on the document is in transit, delayed or received.



Location Code		1
ETA (Warehouse)		2
Bill of Lading		3
Colli		4
CBM	0.0	5
KGS	0.0	6
Custom Clearance		7
Certificate of Origin	<input type="checkbox"/>	8
Packing List	<input type="checkbox"/>	9
Invoice	<input type="checkbox"/>	10
Status	Open	11

Routing lines

1. **Cargo Routing Step.**
Specifies the value of the Cargo Routing Step field.
2. **Description.**
Specifies the value of the Description field.
3. **Transport Mode.**
Specifies the value of the Transport Mode field.
4. **Transport Name.**
Specifies the value of the Transport Name field.
5. **Port of Departure.**
Specifies the value of the Port of Departure field.
6. **Port of Destination.**
Specifies the value of the Port of Destination field.
7. **Duration.**
Specifies the duration of the routing step.
8. **ETD.**
Specifies the estimated time of departure.
9. **ETA.**
Specifies the estimated time of arrival.
10. **Shipping Agent Code.**
Specifies the value of the Shipping Agent Code field.
11. **Shipping Method Code.**
Specifies the value of the Shipping Method Code field.



K3 Pebblestone Cargo Management

- Main Routing Step.**
Specifies the value of the Main Routing Step field.

Cargo lines

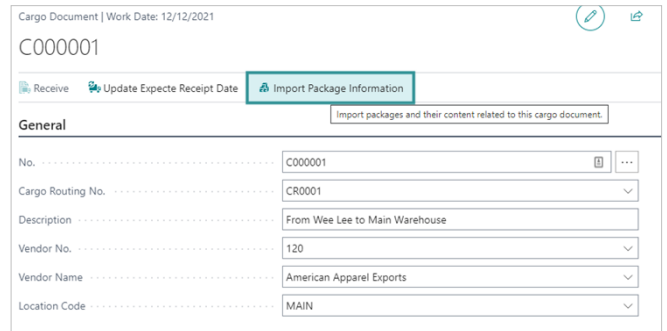


- Package Type.**
Specifies the value of the package Type field.
- Package No..**
Specifies the value of the package No. field.
- Colli.**
Specifies the number of colli the package consist of.
- Total number of items.**
Specifies the total number of items inside the packages. If a container contains boxes, then it reflects the total number of items in those boxes.
- Volume.**
Specifies the value of the Volume field.
- Weight.**
Specifies the value of the Weight field.

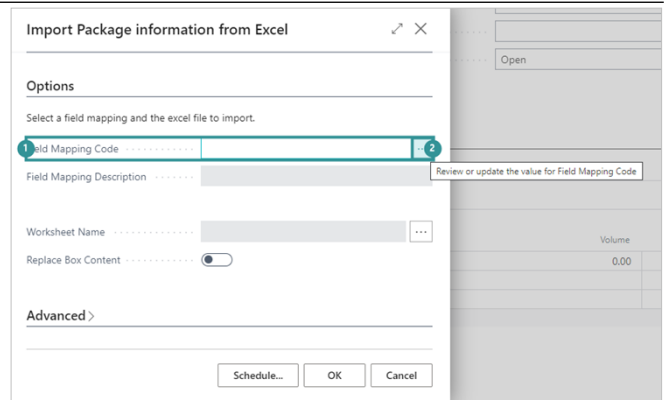
4.2. Import Package on Cargo Document

Import Package Information

- Click on the navigation menu item Import packages and their content related to this cargo document.



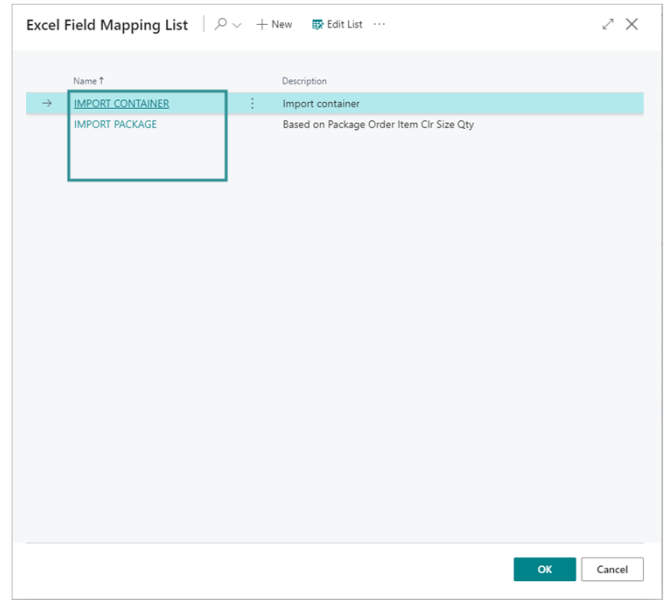
- Field Mapping Code.**
Specifies the code of the field mapping that will be used to fill the correct table fields with the imported data.
- Click on the lookup button **Field Mapping Code.**



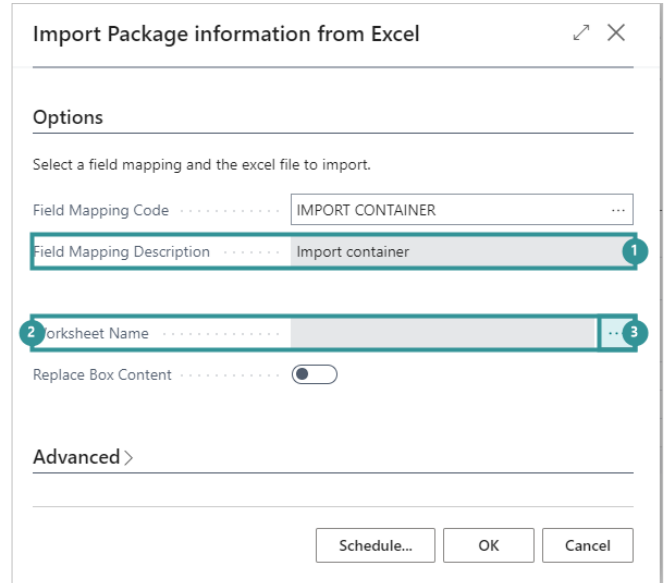
K3 Pebblestone Cargo Management

Excel Filed Mapping List

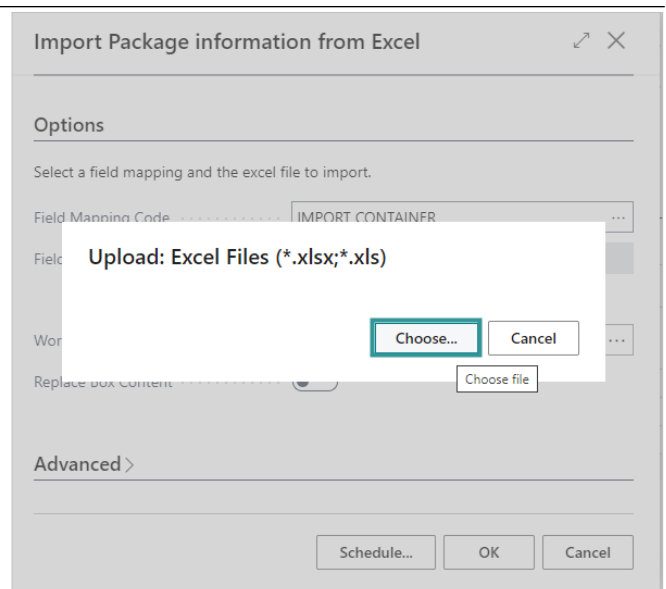
1. Click on the link in cell **Name** on any row.



1. **Field Mapping Description.**
Specifies the description of the field mapping that will be used to fill the correct table fields with the imported data.
2. **Worksheet Name.**
Specifies the name of the sheet to import.
3. Click on the link **Review or update the value for Worksheet Name.**

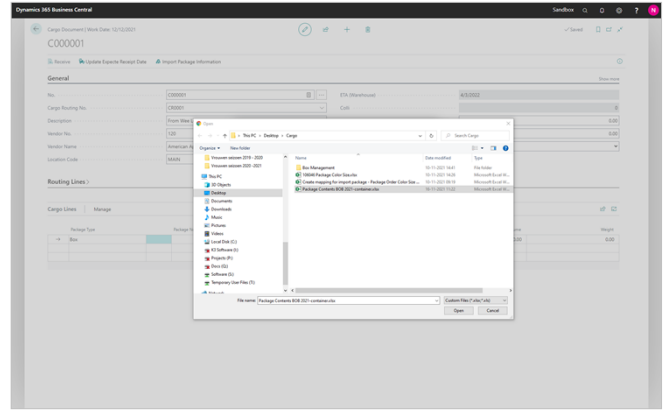


1. Click on the field choose.

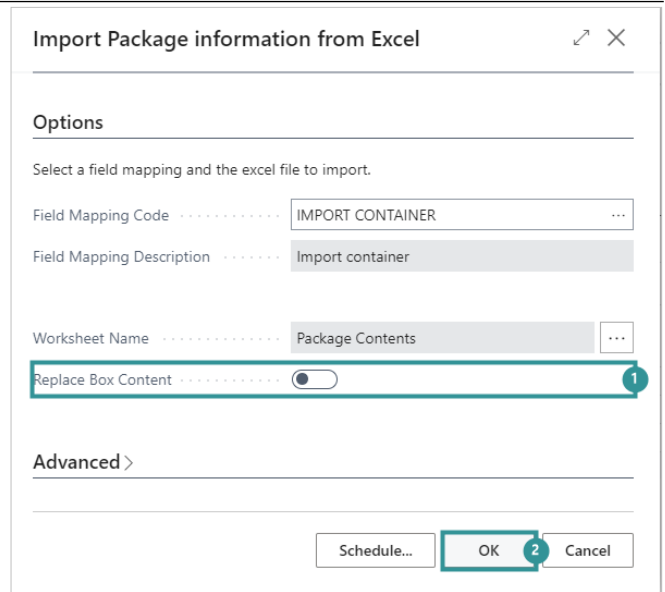


K3 Pebblestone Cargo Management

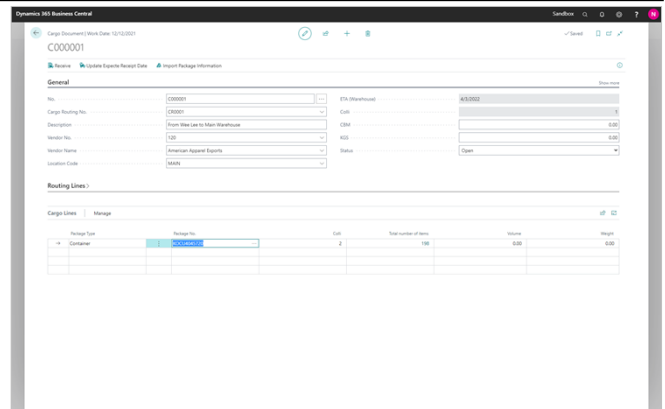
Choose the file you want to import.



1. **Replace Box Content.** Specifies if you want to replace the content of an earlier imported package.
2. Click on the button **OK**.



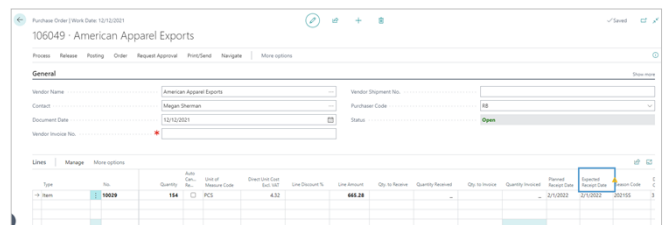
Package is being imported.



4.3. Update Expected Receipt Date

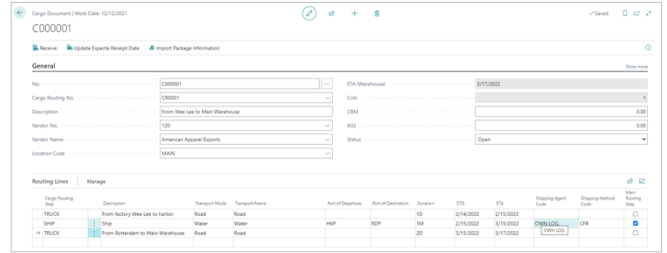
Purchase Order Expected Receipt Date

- **Expected Receipt Date:** Expected Receipt Date

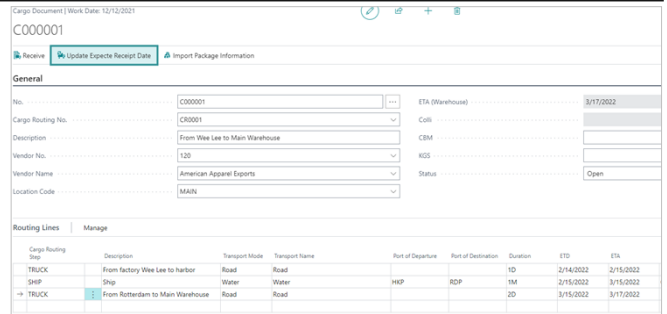


K3 Pebblestone Cargo Management

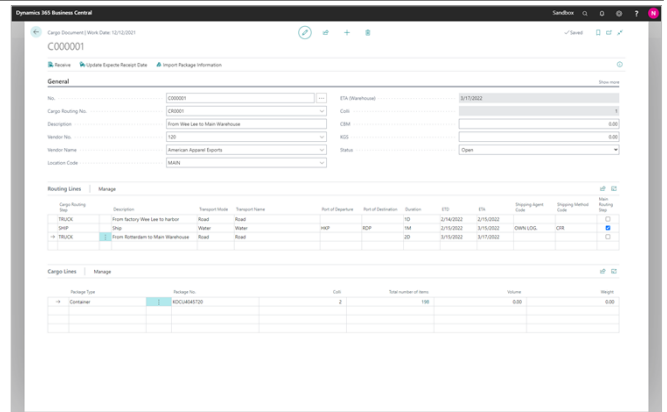
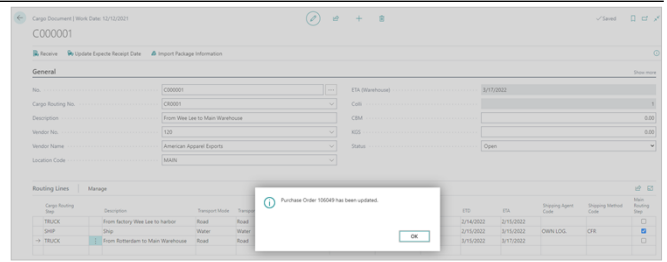
New Expected Receipt Date



1. Click on **Update Expected Receipt Date** Update the expected receipt date on the documents linked to the content of the packages in the cargo lines..

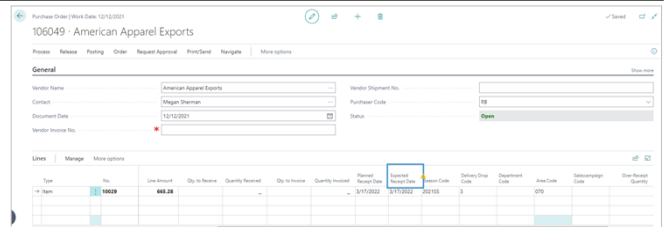


Purchase Order has been updated.



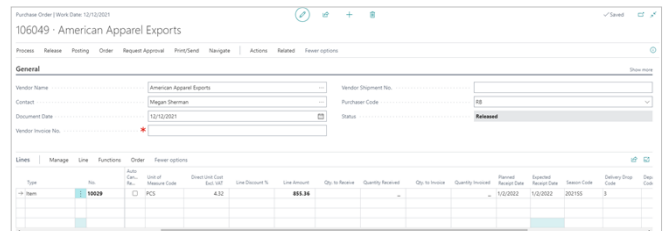
Purchase Order Expected Receipt Date

- **Expected Receipt Date:** Expected Receipt Date



4.4. Receive on Cargo Document

Quantities to Receive are 0 on purchase order.



K3 Pebblestone Cargo Management

Navigate to Receive on Cargo Document

1. Click on the link **Receive the packages by posting the documents linked to the content.**

1. Add the **Vendor Shipment Number** and **Posting Date.**
2. Click on the button **OK.**

Documents are posted

Book Name	Port of Departure	Port of Destination	Duration	ETD	ETA
			1D	2/14/2022	2/15/2022
	HKP	RDP	1M	2/15/2022	3/15/2022
			2D	3/15/2022	3/17/2022

1. **Status .**
After posting the status will change into **Received.**

Quantities are Received.

1. **Quantity Received:** Quantity Received

Qty. to Receive	Quantity Received	Qty. to Invoice
	198	198

Documents are posted.....20